

GOVT. COLLEGE GIRLS PADHA (KARNAL)

Lesson Plan (2022-23)

Name of the Assistant Professor: Dr.Karamjit Kaur, Assistant Professor
(Commerce) Class: B.Com 4th Sem

Subject: COMPUTERIZED ACCOUNTING BC 405

LESSON PLAN, FEBRUARY, 2023

WEEK	TOPIC	
I	Introduction: installation of Tally, ERP9	Introduction
II	Licensing configurations – Tally Vault Password – Security Control in Tally	-----
III	Splitting Company Data – Backup and Restore.	PRACTICAL SESSION ALSO
IV	Tally, ERP9 –, ERP9 -: Voucher Entry, and display balance sheet, profit and loss account, Currency,	PRACTICAL SESSION ALSO
LESSON PLAN, MARCH, 2023		
I	Practical Session for the Students to Journal entry in Tally ERP 9	-----
II	How To Create In Tally ERP 9, Budget And Cost Centre, And Also Display Budget And Cost Centre In Tally ERP 9.	-----
III	Practical Session for the Students to budget and cost centre creation	-----
IV	Inventory: Stock Item, Sales Order, Purchase Order,	Introduction
Lesson Plan, April , 2023		
I	Inventory: delivery note, rejection out.	-----
II	Interest calculation , Computerized Tax Liability	PRACTICAL SESSION ALSO
III	Payroll: Salary Accounting – Introduction to Payroll	Introduction
IV	Payroll Masters – Payroll Vouchers – Overtime Payment – Gratuity – Advanced Payroll Transactions.	Introduction
LESSON PLAN, MAY , 2023		
I	Basic Salary, Overtime, Bonus, Gratuity, Loan, ESI, Provident Fund, Pension, Commission	
II	Practical Session for journal entries, ledger, trial balance and balance sheet and record, other business operations on computerized accounting software, such as Tally ERP (Latest Version).	
III	Revision/ Sessional Test	
IV	EXAM MAY/JUNE 2023	

Kg
24/01/23