

ISO: 9001-2015

JP TECH INSTITUTE

An institutute for developing skills





call to find out more +91 7417301332



More Info www.jptechin.com



www.jptechin.com



Address

H-4, First Floor, Opp. New Bus Stand, Rampur Road, Moradabad, Uttar Pradesh, 244001



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PRIME TALLY

TALLY PRIME IS AN ADVANCED BUSINESS MANAGEMENT SOFTWARE DESIGNED FOR ACCOUNTING, INVENTORY, TAXATION, PAYROLL, AND MORE.



TALLY PRIME FOR DIFFERENT INDUSTRIES

- Retail, Manufacturing
- Wholesale& Distribution
- Service-Based Businesses.



BUSINESS REPORTS

- User-Friendly Interface
- Fast Setup
- Simple Data Entry
- Training & Tutorials
- Community Support

KEY FEATURE OF TALLY PRIME

- Accounting
- Inventory Management
- Banking
- Payroll Management
- Multiple Language Support.



EASE OF USE

- User-Friendly Interface
- Fast Setup
- Simple Data Entry
- Training & Tutorials
- Community Support



GOODS & SERVICE TAX (G.S.T)

GST, or Goods and Services Tax, is an indirect tax imposed on the supply of goods and services.



GST ON GOODS

- Interstate & Intrastate supply
- Purchase from Different Dealers
- Advance Receipt & Payment
- Export & Import Of Goods.



GST REPORTS

- GST Reports
- GSTR-1
- GSTR-2
- GSTR-3B

INTODUCTION OF GST

- GST
- How GST works?
- Types of GST
- GST slab Rate
- GST compliances





GST ON SERVICE

- Intrastate & Interstate Supply
- Cancellation of Services
- Export & Import of Service
- Recording Advance Entries



ADVANCE EXCEL

This advance Microsoft excel course syllabus is designed by industry expert. Our advance excel course syllabus cover in –depth knowledge of pivot tables, audit and analyze worksheet data, macro, utilize data tools, collaborate with others, and create and manager macros with live projects.

BASIC FUNCTIONS



EXCEL INTRODUCTION



CUSTOMIZING EXCEL



USING BASIC FUNCTIONS



FORMATTING AND PROOFING



MATHEMATICAL FUNCTIONS



TEXT OR DATE & TIME FUNCTIONS



SORTING & FILTERING



ADVANCE PASTE SPECIAL TECHNIQUES



MULTIPLE CHARTS (TREE, SUNBURST, FORCAST SHEET)



PRINTING WORKBOOK



PROTECTING EXCEL











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ADVANCE FUNCTIONS



ADVANCED FORMULAS (SUMIF, COUNTIF)



NESTED FUNCTIONS



LOOKUP, VLOOKUP & HLOOKUP



PIVOT TABLES



WHAT IF ANALYSIS



DATA VALIDATIONS



CHARTS & SLICERS



MACROS



EXCEL DASHBOARD



SHARE WORKBOOK





