Visionary Institute of Professional Accountants

About The Course

Diploma in Financial Accounting & Taxation Program
Duration: 6 Months (Regular Classes – Mon to Fri)
Program Fee: Rs. 40,000/-

VIPA provide a flexible program, providing a solid training and foundation in accounting and finance. This program is suitable for students with undergraduates, graduates, post graduates as well as working professionals those with upgrade knowledge in accounting and finance.

The professional course incorporate concepts and scenarios relevant and required by the businesses today.

Accounting Course (Diploma in Financial Accounting and Taxation) is the most popular course in India for aspiring accounting and finance professionals. In our course covers most of the topics and practical training modules.

This course is acknowledged as one of the best accounting courses to support you with a placement facility. After completing this financial accounting course, you can join multiple job roles in the field of accounting, finance, and taxation. In training equips candidates with Business Accounting, Direct Tax, GST, TallyPrime, Business Accounting, Adv. Excel, MIS and much more.

 Diploma in Financial Accounting & Taxation is a job-oriented course help achieve a definite career path. These short-term course with high salaries emphasize developing skills and can extend countless job opportunities to learners if they are dedicated to upskilling.

Who Should Enroll for the Course?

- Students
- Undergraduates
- Graduates
- Working Professionals
- Entrepreneur
- Business Man
- Freelancers
Professionals can also enroll for advance accounting course to upgrade themselves with trends/strategies.

Diploma in Financial Accounting & Taxation (Plus) Highlights

• Expertise you in modern Book Keeping.

• Computerized Entry and Finalise Reports.

• E – Filling of GST with Automations of Periodical Filling.

• E- Filing of TDS / TCS and Generate Challan 281, online filling of monthly, quarterly and annual reports.

• E-Filling of Income Tax with the appropriate format of ITR1, ITR2, ITR3, ITR4, ITR5 and ITR6 (Computations and Verifications).

• Industrial live case studies by the industry experts

• Flexibility in batch days and time schedule

• Experienced and friendly trainers

• Consolidated learning with regular home assignments.

• Career guidance

• Lifetime support from faculties

• Small batch strength

• Get help to start business as accounting & income tax professional if required

• Certification from VIPA

• Get assistance in future when something new arrives in market

• Coverage of all practical as well as theory classes

• Good infrastructure and supportive management.

COURSE CURRICULUM

Module: 1. Business Accounting
- Basics of Accounts
- Accounting Standard
- Types of Accounts
- Basics of Tally PRIME
- Creation / Setting up of Company in Tally PRIME
- Creating Accounting Masters in Tally PRIME
- Setting up Accounts Heads
- Group & Ledger Creation
- Voucher Entry
- Debit & Credit Note
- Creating Inventory Masters in Tally PRIME

- Stock Groups Godowns / Locations
- Unit of Measure Stock Items
- Advance Accounting in Tally PRIME
- Bill Wise Details
- Cost Centres and Cost Categories
- Invoice Entry using voucher categories
- Payment vouchers using voucher classes
- Stock Journal using vouchers classes
- Adjusting Forex Gain / Loss
- Bank Reconciliation
- Interest Calculation
- Creating a Group Budget
- Order Processing in Tally PRIME
- Sale / Purchase order processing
- Display Columnar orders & Stock Details
- Reorder Levels
- Tracking Numbers
- Bill of Materials
- Price Levels & Price Lists
- Stock Valuation
- Zero valued Entries

Module: 2. Computerized Accounting Software

- Tally Prime
- Tally ERP 9

Module: 3. GST Filing with Tally PRIME

- What is Goods & Service Tax Act 2017

- Types of Taxes under GST
- How will GST work in Tally ERP Prime ?
- Introduction to GST Invoice
- Invoice format under GST Regime
- Introduction to Credit Note in GST
- Credit Note in GSTRIB & GSTRI
- Bill of Supply in GST
- E-way bill in GST
- Introduction to GSTR1
- Introduction to GSTR3B
- Introduction to GSTR2A
- Matching of GSTR2A with GSTR3B
- GSTR3B Correction
- GSTR1 Reconciliation
- File GSTR3B from Tally Prime
- File GSTR1 using Tally Prime
- Generate E-Way Bills using Tally Prime
- How to Pass Accounting Entries under GST
- Point of Sale (POS)

Module: 4. Goods & Services Tax (GST) – Return Filling on Portal
- Introduction of Goods & Services Tax (GST)
- Structure of GST
- Invoicing in GST
- Input Tax Credit & Payment in GST
- GST Return Filing
- Composition Scheme Under GST
- Reverse Charge Mechanism (RCM)
- E-Way Bill under GST
- Registration under GST

Module: 5. TDS Filing with Tally PRIME
- TDS Process
- TDS Features in Tally PRIME
- Enabling TDS in Tally PRIME
- Recording Basic TDS Transactions
- Transactions Involving TDS
- Payments of TDS
- Generating TDS Challan
- Recording Advanced TDS Transactions
- Transactions involving TDS
- Adjustments in TDS
- TDS on Expenses with Inventory
- TDS on Fixed Assets
- TDS on Sales Commission
- Reversal of Excess TDS Deducted
- TDS Reports
- Computation
- Challan Reconciliation
- TDS Return
- Out Standing (TDS Payable)
- TDS Not Deducted

Module: 6 Income Tax - Introduction to Income Tax

- Configuring Income Tax
- Income Tax Master Configuration
- Employees Income Tax Declarations
- Override Income Tax
- Tax Configuration
- Pay Head creation for Income Tax Deduction
- Processing Salary with Income Tax Deduction
- Income Tax Reports
- Income Tax Returns

Module: 7. Payroll & Income Tax with Tally Prime)
Payroll with Tally ERP9
- Payroll Accounting & Compliance
- Configuring Payroll in Tally **Prime**
- Processing Payroll in Tally **Prime**
- Accounting for Employees PF Contribution
- Processing Employer PF Contribution
- Payment of PF

• Accounting for Employer ESI Contributions
• Processing Employer ESI Contribution
• Payment of ESI
• Payment of Professional Tax
• Generating Payroll Reports
• Pay Sheet
• Payroll Statement
• Payroll Register
• Employee Pay head Break up
• Shortcut keys

Module: 8. Advanced Excel - Working with Functions
Writing conditional expressions (using IF)
Using logical functions (AND, OR, NOT)
Using lookup and reference functions (VLOOKUP, HLOOKUP, MATCH, INDEX)
Date and time functions
Text functions
Database functions
Power Functions (CountIf, CountIFS, SumIF, SumIfS)
Creating subtotals
Multiple-level subtotals
Formatting and customizing Pivot tables
Pivot charts
Consolidating data from multiple sheets and files using Pivot tables

Module: 9. Personality Development & Interview practice sessions

- Communication Skills
- Mock Interviews

OUR ALUMNI WORKED AT

... & many more!