

**A.S.D.GOVERNMENT DEGREE COLLEGE FOR WOMEN(A)
KAKINADA**

DEPARTMENT OF COMMERCE



CERTIFICATE COURSE

IN

TALLY WITH GST

2023-2024



Date: 26-10-2023

The Principal,
ASD Government Degree College for (W) (A),
Kakinada.

Respected Madam

Sub: Req- for the permission to start a Certificate Course for all
B. Com Students.

As per the subject cited above, I am bringing to your kind notice that
Department of Commerce want to commence a certificate course on "Tally
With GST" with your esteemed permission.

Thanking you Madam,

R. R. D. B. S. G.
Yours Sincerely



**ASD GOVERNMENT DEGREE COLLEGE FOR WOMEN(A)
KAKINADA**

DEPARTMENT OF COMMERCE



CIRCULAR

TALLY WITH GST

Dt:27-10-2023

It is informed to all the Teaching Staff the Department of Commerce is going to organise a certificate course on "TALLY WITH GST" from 01-11-2023 for all UG students, Hence, the Course duration is 45 Day's and the students can enroll their names by paying Rs.200 in the Department of Commerce.

R. R. Arisly
Signature of the In-charge

V. Anantaiah
Signature of the Principal

LIST OF TEACHING STAFF

S. No.	Name of the employee	Designation	Signatures
1	Dr. V. Anatha Lakshmi	Principal	
2	M. Suvarchala	Lec in Home Science	
3	P. Sanjatha	Lec in English	
4	Y. Swarna Sri	Lec in English	
5	Dr. P. Santhi	Lec in English	
6	Dr. D. Krishna Gayatri	Lecturer in Telugu	
7	K. Madhavi	Lecturer in Telugu	
8	Dr. K. Syamala Devi	Lecturer in Telugu	
9	A. Swathi	Lecturer in Hindi	
10	P. Mallikarjuna Sarma	Lec. In Chemistry	
11	Dr. K. Jhansi Lakshmi	Lec. In Chemistry	
12	Dr. S. Priya Darshini	Lec. In Chemistry	
13	P. Leena	Lec. in Chemistry	
14	K. N. V. S. N. Eswari	Lec. in Botany	
15	Dr. M. Sulakshana	Lec. in Botany	
16	K. Vekateswararao	Lec. In Physics	
17	B. Suryanarayana Devara	Lec. In Physics	
18	D. Jaya Sri	Lec. In Micro Biology	
19	M. Vasatha Lakshmi	Lec. In Zoology	
20	S. Madhavi	Lec. In Zoology	
21	K. Lavanya	Lec. In H. Science	
22	Dr. G. Anitha	Lec. In H. Science	
23	Y. Sita Maha lakshmi	Lec. in History	
24	Dr. K. Yamuna	Lec. in Economics	
25	G. Pavani Devi	Lec. in Economics	
26	N. N. Subhramanyeswari	Lec. in Computer Science	
27	G. Satya Suneetha	Lec. in Computer Applications	
28	G. Pramilarani	Physical Director	
29	P. D. S. S. S. S.	Lec. in Commerce	

A S D Govt Degree College for Women / A S D Govt Degree College for Women (A), Kakinada
 Contract Faculty/Guest Faculty

S.No	Name of the Employee	Designation	Signatures
1	M.Subbalakshmi	C/F in Chemistry	M. Subbalakshmi
2	P.Rajya Lakshmi	C/F in Commerce	
3	K.N.B.Kumari	C/F in Commerce	K.N.B.Kumari
4	K.kranthi	C/F in Physics	K.kranthi
5	M.Deepthi	C/F in Maths	
6	D.M.Ratna Kumari	C/F in Maths	
7	V.Venkata Ramana	JKC Mentor	
8	Dr.R.Aruna Devi	Guest Lec in Sanskrit	
9	M.Pushpa Latha	Guest Lec in Commerce	
10	A.Sandhya	Guest Lec in Commerce	A. Sandhya
11	Ch.S.S.V.Prasad	Guest Lec in Commerce	
12	MD. Hazara Parveen	Guest Lec in Commerce	MD. Hazara Parveen
13	L.Bhanu Teja	Guest. Lec.in History	
14	M. Sree Ramulu	Guest in Economics	
15	P.Bhuvaneshwari	Guest Lec in Politics	P.B. Devi
16	N.Pushpa	Guest. Lec.in Botany	N. Pushpa
17	V.Srinivas	Guest. Lec.in MCom	V. Srinivas
18	L.Malleswari	Guest.Lec. in Home Science	L. Malleswari
19	N.Veera Chanti	Guest Lec.in Aqua	N. Veera Chanti
20	A.K.V.Acharyulu	Librarian	A.K.V.Acharyulu

ASD GOVERNMENT DEGREE COLLEGE FOR WOMEN(A), KAKINADA
DEPARTMENT OF COMMERCE

BROCHURE

Department of Commerce is going to conduct certificate course on
2023–2024

TALLY WITH GST

Objectives:

- To know the accounting concepts including journal entries, financial statements.
- To understand Goods and Service Tax .
- To get basic knowledge on Tally and GST concepts



Rules:

- Course start from 01-11-2023
- Course duration is 45 Days
- Weekly 4 hrs.
- Course fee 200/-
- All U.G students are eligible for the course



ASD GOVERNMENT DEGREE COLLEGE FOR WOMEN (A), KAKINADA

DEPARTMENT OF COMMERCE

ACTIVITY REGISTER

Date	2023-24
Conducted in collaboration with -	DEPARTMENT OF COMMERCE
Name of the Activity	CERTIFICATE COURSE
Title	TALLY WITH GST
No. of Participants	Department of Commerce
Details of Participants	B.Com., Students
Details of Resource Person	R.R.D Sirisha, Lecturer incharge Department of Commerce
Brief Report on the Activity	Certificate course in Tally With GST was conducted for Degree students. To get basic knowledge of the day to day financial aspects and analyze financial Statement in Tally Software and Know the GST.
Signature of Dept. in charge	R.R.D Sirisha, Lecturer in charge Department of Commerce <i>R.R.D Sirisha</i>
Signature of the Principal	<i>V. Ananta Rao</i>

A.S.D.GOV.T.DEGREE COLLEGE FOR WOMEN (A),KAKINADA

DEPARTMENT OF COMMERCE

CERTIFICATE COURSE ON TALLY WITH GST

CONTENTS OF THE COURSE

S.NO.	CONTENT
1.	INTRODUCTION TO TALLY WITH GST
2.	MEANING OF GST, TYPES OF TAXES UNDER GST, GST ACT-2017
3.	GST PORTAL& NETWORK
4.	CREATE COMPANY, GST FEATURES IN TALLY
5.	LEDGER CREATION
6.	INVENTORY MASTERS IN TALLY
7.	VOUCHERS IN TALLY
8.	FILING OF RETURN UNDER GST
9.	PAYMENTS OF GST ONLINE
10.	REFUND UNDER GST

R. R. D. Rishi

COURSE CO-ORDINATOR



A.S.D.GOV.T.DEGREE COLLEGE FOR WOMEN (A),KAKINADA

DEPARTMENT OF COMMERCE

CERTIFICATE COURSE ON TALLY WITH GST

QUESTION PAPER

1. IGST is billed as soon as the stock is

- A. Federal
- B. Intra- UT
- C. Intra-state
- D. All of the above

2. The highest CGST rate legally permitted for intrastate supplies is.....

- A. 18%
- B. 40%
- C. 20%
- D. 28%+cess

3. Which one of the below taxes is included in the GST?

- A. Central sales tax
- B. Central excise duty
- C. VAT
- D. All of the above

4. GST is imposed on the production of all services and goods, except.....

- A. Liquor intended for human ingestion
- B. Tobacco
- C. Health care service
- D. All of the above.

5. What duties are taxes on intra-State supplies?

- CGST
- SGST
- CGST and SGST
- IGST

6. Which of the below import duties would be imposed

- A. CGST
- B. SGST
- C. IGST
- D. CGST and SGST

7. Which one of the below will not be added to supply value?

- A. GST



- B. Interest
- C. Late fee
- D. Commission

8. The shortcut used for Optional vouchers is

- (A) Ctrl + A
- (B) Ctrl + L
- (C) Ctrl + N
- (D) Ctrl + M

9. Suspense Account Group is defined under

- (A) Assets
- (B) Liabilities
- (C) Expenditure
- (D) Income

10. Which key is used to post entry in Debit Note in tally?

- (A) Ctrl+F8
- (B) Ctrl+F9
- (C) F7
- (D) F8

11. Which shortcut key is used to enable Value Added Tax?

- (A) F1
- (B) F2
- (C) F5
- (D) F11

12. Which key is pressed to go to Gateway of Tally from company Info. Menu?

- (A) Ctrl
- (B) Enter
- (C) Alt
- (D) Esc

13. How many secondary groups are there in Tally?



(A) 13

(B) 15

(C) 22

(D) 28

14. Which Shortcut key is pressed to create a new company in Tally?

(A) Alt+F3

(B) Alt+F2

(C) F2

(D) F3

15. Which option is used to make changes in created Groups of Ledgers in Tally?

(A) Alter

(B) Create

(C) Display

(D) Change

* * *

**A.S.D. GOVT. DEGREE COLLEGE FOR WOMEN (A), KAKINADA
DEPARTMENT OF COMMERCE**

**ENROLLMENT OF STUDENTS IN THE CERTIFICATE COURSE IN "TALLY WITH GST"
2023-24**

NO.	NAME OF THE STUDENT	CLASS	1/11/23	2/11/23	3/11/23	4/11/23	6/11/23	7/11/23	8/11/23	11/11/23	10/11/23	14/11/23	15/11/23	16/11/23	17/11/23	18/11/23	20/11/23
1	MEDISETTI CHARISTMA	II B. Com (CA)	P	P	P	P	P	P	P	A	A	P	A	A	P	P	P
2	GEDELA CHINNARI	II B. Com (CA)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
3	PEPAKAYALA HARI PRIYA	II B. Com (CA)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
4	KARRI SWATHI	II B. Com (CA)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
5	DIVYA CHANDINI	II B. Com (CA)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
6	RAMADI PADMA	II B. Com (CA)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
7	RAYI VIMALA	II B. Com (CA)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
8	M.NIRESHA	II B. Com (CA)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
9	M.RENUKA	II B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
10	V.SRIVARSHA	II B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
11	SK.MAHABOONNISA	II B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
12	B.KAVYA	II B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
13	K.PAVANI	II B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
14	M.MANASA	II B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
15	M.SYAMALA	II B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
16	LANKE ANITHA	II B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
17	P.SIRI	I B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
18	K.VEEANDRA MANI	I B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
19	SK.HABIBUNNISA	I B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
20	V.MANASA	I B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
21	K.ANUSKA	I B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
22	V.SAMATHA	II B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
23	P.KEERTHI	II B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
24	P.SUJITHA	I B. Com CA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
25	S.VEERA DEVI	I B. Com CA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
26	P.CHARMI	I B. Com CA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
27	Y.SRI SWATHI	I B. Com CA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
28	V.PAPANJALI	I B. Com CA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
29	G.NAGA KAVYA	I B. Com CA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
30	MD.PARZANA	I B. Com CA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P

A.S.D. GOVT. DEGREE COLLEGE FOR WOMEN (A), KAKINADA
DEPARTMENT OF COMMERCE

**ENROLLMENT OF STUDENTS IN THE CERTIFICATE COURSE IN "TALLY WITH GST"
 2023-24**

S.N O.	NAME OF THE STUDENT	CLASS	1/1/23	2/1/23	3/1/23	4/1/23	6/1/23	7/1/23	8/1/23	11/1/23	13/1/23	14/1/23	15/1/23	16/1/23	17/1/23	18/1/23	20/1/23
1	MEDISETTI CHARISTMA	II B Com (CA)															
2	GEDILA CHINNARI	II B Com (CA)															
3	PRAKAYALA HARI PRIYA	II B Com (CA)															
4	KARRI SWATHI	II B Com (CA)															
5	DIVYA CHANDINI	II B Com (CA)															
6	RAMADI PADMA	II B Com (CA)															
7	RAVI VIMALA	II B Com (CA)															
8	MANTRESHA	II B Com (CA)															
9	MARENKA	II B Com (GENERAL)															
10	VSRIVARSHA	II B Com (GENERAL)															
11	SK.MAHARAJUNNISA	II B Com (GENERAL)															
12	B.KAVYA	II B Com (GENERAL)															
13	K.PAVANI	II B Com (GENERAL)															
14	M.MANASA	II B Com (GENERAL)															
15	M.SYAMALA	II B Com (GENERAL)															
16	LANKE ANITHA	II B Com (GENERAL)															
17	P.SRI	II B Com (GENERAL)															
18	K.VERANDRA MANI	II B Com (GENERAL)															
19	SK.MAHARAJUNNISA	II B Com (GENERAL)															
20	V.MANASA	II B Com (GENERAL)															
21	K.ANUSKA	II B Com (GENERAL)															
22	V.AMATHA	II B Com (GENERAL)															
23	P.KERTHI	II B Com (GENERAL)															
24	P.SAJITHA	II B Com (CA)															
25	S.VERRA DEVI	II B Com (CA)															
26	P.CHAKMI	II B Com (CA)															
27	V.SRI SWATHI	II B Com (CA)															
28	V.PARAJALI	II B Com (CA)															
29	G.SUGA KAVYA	II B Com (CA)															
30	MD.PARZANA	II B Com (CA)															

DEGREE COLLEGE FOR WOMEN (A), KAKINADA
DEPARTMENT OF COMMERCE
ENROLLMENT OF STUDENTS IN THE CERTIFICATE COURSE IN TALLY WITH GIST
2023-24

S.No.	NAME OF THE STUDENT	CLASS	14/12/23	15/12/23	16/12/23	18/12/23	19/12/23	20/12/23	21/12/23	22/12/23	23/12/23	27/12/23	28/12/23	29/12	30/12/23	1/1/24	2/1/24
1	MEDISEITI CHARISITMA	II B. Com (CA)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
2	GEDELA CHINNARI	II B. Com (CA)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
3	PEPAKAYALA HARI PRIYA	II B. Com (CA)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
4	KARRI SWATHI	II B. Com (CA)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
5	DIVYA CHANDINI	II B. Com (CA)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
6	RAMADI PADMA	II B. Com (CA)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
7	RAYI VMALA	II B. Com (CA)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
8	MNRESHHA	II B. Com (CA)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
9	M RENUKA	II B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
10	V.SRIVARSHA	II B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
11	SK.MAHABOONNISA	II B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
12	B.KAVYA	II B. Com (GENERAL)	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P
13	K.PAVANI	II B. Com (GENERAL)	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P
14	M.MANASA	II B. Com (GENERAL)	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P
15	M.SYAMALA	II B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
16	LANKA ANITHA	II B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
17	P.SIRI	I B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
18	K.VEERANDRA MANI	I B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
19	SK.HABIBUNNISA	I B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
20	V.MANASA	I B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
21	K.ANUSKA	I B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
22	V.SAMATHA	II B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
23	P.KERTHI	II B. Com (GENERAL)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
24	P.SUJITHA	I B. Com CA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
25	S.VEERA DEVI	I B. Com CA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
26	P.CHARMI	I B. Com CA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
27	Y.SRI SWATHI	I B. Com CA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
28	V.PAPANJALI	I B. Com CA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
29	G.NAGA KAVYA	I B. Com CA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
30	MD.PARZANA	I B. Com CA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P

A.S.D. Govt. Degree College for Women (A), Kakinada

(Accredited by NAAC with 'B' Grade in Cycle III)

Affiliated to Adikavi Nannaya University, Rajamahendravaram

DEPARTMENT OF COMMERCE

CERTIFICATE

This is to certify that Ms. with _____

of _____ has successfully completed the certificate course in

_____ held from _____

R. R. Srinivas
Incharge of the Dept.

Principal

A.S.D. Govt. Degree College for Women (A), Kakinada

(Accredited by NAAC with 'B' Grade in Cycle III)

Affiliated to Adikavi Nannaya University, Rajamahendravaram

DEPARTMENT OF COMMERCE

CERTIFICATE

This is to certify that **Ms. M.CHARISHMA** with

of **B.S.Com (C.A)** has successfully completed the certificate course in

TALLY WITH GST held from **01-11-2023** to **02-01-2024**

L. R. E. Sank
Incharge of the Dept.

Principal
Principal

A.S.D. Govt. Degree College for Women (A), Kakinada

(Accredited by NAAC with 'B' Grade in Cycle III)

Affiliated to Adikavi Nannaya University, Rajamahendravaram

DEPARTMENT OF COMMERCE

CERTIFICATE

This is to certify that Ms. V. SRI VARSHA with
of IIB.Com (Gen) has successfully completed the certificate course in

TALLY WITH GST held from 01-11-2023 to 02-01-2024

A. R. Srinivasa
Incharge of the Dept.

V. Varsha
Principal

D. Anusha

A.S.D. GOVERNMENT DEGREE COLLEGE FOR WOMEN (AUTONOMOUS),
KAKINADA

DEPARTMENT OF COMMERCE

FEEDBACK ON TALLY WITH GST CERTIFICATE COURSE

2023-2024

S.No	QUESTIONS	Score Range 5 Indicate: Excellent 1 Indicate : Poor				
		Excellent	Very Good	Good	Average	Poor
	How do you rate the Tally with GST course you gone through?		✓			
	Is Tally course enhanced your Accounting skills?		✓			
	Is the training help you to fix your accounting capability?		✓	✓		
	Is the Tally with GST course is interactive or not?					
	How well were trainers able to communicate with you?	✓				
	Is the institution take interest to promote such Training Programs?	✓				
	How do you rate the teaching and Mentoring process?		✓			
	Is the Certificate course help you to identify your weaknesses and make you to overcome?	✓				
	Do you feel that the Certificate course is useful to you?		✓			
0	Overall rating on participated during the Certificate course?	✓				

B. Gayatri

U.S.D. GOVERNMENT DEGREE COLLEGE FOR WOMEN (AUTONOMOUS),
KUKKINADA

DEPARTMENT OF COMMERCE

FEEDBACK ON FULLY WITH GST CERTIFICATE COURSE

2023-2024

Sl. No.	QUESTIONS	Rate of response (Percentage)				
		Excellent	Very Good	Good	Average	Poor
1	How do you rate the Fully with GST course you pass through?	✓				
2	Is Fully with GST enhances your Accounting skills?		✓			
3	Is the training help you to the your accounting capability?			✓		
4	Is the Fully with GST course is interactive or not?	✓				
5	Are you well were trained able to communicate with you?			✓		
6	Is the instructor take interest to participate with Training programs?	✓				
7	How do you rate the teaching and learning process?		✓			
8	Is the Certificate course help you to identify your weakness and make you to overcome?	✓				
9	Do you see that the Certificate course is useful to you?			✓		
10	Overall rating on participation during the Certificate course?	✓				

P. Sravanthi

A.S.D. GOVERNMENT DEGREE COLLEGE FOR WOMEN (AUTONOMOUS),
KAKINADA

DEPARTMENT OF COMMERCE

FEEDBACK ON TALLY WITH GST CERTIFICATE COURSE

2023-2024

QUESTIONS	Score Range 5 Indicate: Excellent 1 Indicate : Poor				
	Excellent	Very Good	Good	Average	Poor
How do you rate the Tally with GST course you gone through?		✓			
Is Tally course enhanced your Accounting skills?	✓				
Is the training help you to fix your accounting capability?		✓			
Is the Tally with GST course is interactive or not?			✓		
How well were trainers able to communicate with you?		✓			
Is the institution take interest to promote such Training Programs?			✓		
How do you rate the teaching and Mentoring process?	✓				
Is the Certificate course help you to identify your weaknesses and make you to overcome?		✓			
Do you feel that the Certificate course is useful to you?			✓		
Overall rating on participated during the Certificate course?	✓				

