Gurukul Mahila Arts and Commerce College

Department of Commerce

Our Courses

- CCC
- Tally With GST
- C, C++, java, Python

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Summary

Tally Course

At Gurukul Mahila Arts and Commerce College in Porbandar, students have access to a comprehensive course in Tally, a widely used accounting software in business and commerce sectors. This program is designed to furnish students with practical skills and knowledge crucial for efficient management of financial transactions. The course typically lasts for 1 to 3 months, accommodating beginners with diverse educational backgrounds. It encompasses various aspects of Tally software, including navigation, data entry, ledger and inventory management, financial reporting, and GST compliance. Through hands-on training, students engage in practical exercises and real-world scenarios, allowing them to apply theoretical concepts effectively. The curriculum emphasizes the development of industry-relevant skills, ensuring students are well-prepared for employment opportunities in accounting and finance domains. Regular assessments monitor progress, culminating in a certification from Gurukul Mahila Arts and Commerce College upon successful completion. Key learning objectives include understanding the Tally interface, mastering data entry and ledger management, proficient inventory handling, financial reporting, and GST compliance. Graduates of the program benefit from enhanced employability, practical skill acquisition, industry recognition, and avenues for career advancement in accounting and finance sectors. In conclusion, the Tally course at Gurukul Mahila Arts and Commerce College, Porbandar, equips students with essential skills and expertise in accounting software, facilitating their professional growth and development.

ARS Nagar

PRINCIPAL
Gurukul Mahila Arts & Commerce College
PORBANDAR

GURUKUL MAHILA ARTS AND COMMERCE COLLEGE – PORBANDAR

DETAILSOFSHORT-TERMANDADD-ONCOURSESONTHECAMPUS

Nameofthe Department	Programmes Offered
Commerce	All student after 12th
Name of the Course	CCC,Tally and Coding
Semester	01 to 06
Number of Credits	51
Number of Lectures	72
Duration of the Lecture	01 Hr.
Total Marks	300/100/100

LEARNING OBJECTIVES OF THE STUDY

Sr. No.	OBJECTIVES
LOC-1	It's a program that teaches the fundamentals of computer and information technology to every student.
LOC-2	The CCC certificate is provided by the All India Computer Saksharta Mission (AICSM) and aims to expand the digital footprint in the country.
LOC-3	Tally course is designed to impart knowledge regarding concepts of Financial Accounting Tally is an accounting package that is used for learning to maintain accounts.

LEARNINGOUTCOMESOFTHECOURSE

CO - 1	After completing the CCC course, aspirants can use the computer for the basic purposes of preparing their personal/business letters, viewing information on the internet, receiving and sending emails, etc.
CO - 2	After completing the tally course, you can apply for various roles in fields like Account Executive, Executive Assistant, Tally Operator, Accountant Officer, etc.
CO - 3	Students will get Knowledge of Computer Application, internet, Gujarati & English typing.

ARS Nagar
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– PORBANDAR

PORBANDAR

Teaching Plan

CCC

Week	Topic/Sub Topic
1	Fundament of Computer and Paint Software
2	Introduction of Word Software and Typing English Letters
3	Table Work/Gujarati typing /Hindi Typing in word Software
4	How to insert Picture/Clip arts/Shapes/Symbols/word arts
5	Exam-1 of Word Software
	Theory (30) + Practical (50)+ Attendance and Notebooks (20)=100 Marks
6	Introduction of Excel Software
7	Basic Formula and Function in Excel
8	Advance Formula and Function in Excel
9	Advance Formula and Function in Excel
10	Exam-2 of Excel Software
	Theory (30) + Practical (50)+ Attendance and Notebooks (20)=100 Marks
11	How to Create Slides by Microsoft PowerPoint
	How to Create/Manage Gmail Account by Internet
12	Exam-3 PPT and Gmail Account
	Theory (30) + Practical (50)+ Attendance and Notebooks (20)=100 Marks

Tally

Week	Topic/Sub Topic
1	Introduction of Basic Account
2	How to Download/ Install/Configure Tally Erp 9 Application
3	Create Company /Stock/Ledger/Voucher etc.. in Tally Erp 9
4	How to Download/ Install/Configure Tally Prime
5	Create Company /Stock/Ledger/Voucher etc.. in Tally Prime
6	How to Download/ Install/Configure Miracle
7	Create Company /Stock/Ledger/Voucher etc.. in Miracle
8	Introduction of GST
9	Create Company With GST /Stock/Ledger/Voucher etc..in Tally prime
10	Create Company With GST /Stock/Ledger/Voucher etc.. in Miracle
11	Introductions of How to Manage Account by Mobile Application
12	Exam Of Tally
	Practical (50)+Oral(30)+ Attendance and Notebooks (20)=100 Marks

Coding

Week	Topic/Sub Topic
1	Introduction to Software development
2	Introduction 'C' Language
3	Basic/Advance Programming by "C" Language
4	Introduction 'C++' Language
5	Basic/Advance Programming by "C++" Language
6	Introduction 'Java' Language
7	Basic/Advance Programming by "Java" Language
8	Introduction 'Python' Language
9	Basic/Advance Programming by "Python" Language
10	Introduction 'HTML' Language
11	Basic/Advance Programming by "HTML" Language
12	Exam of Coding Practical (50)+Oral(30)+ Attendance and Notebooks (20)=100 Marks

NO	NAME	STREAM
	CCC- 2022-23	
1	MORI SHANTI JAGABHAI	FY BCOM
2	THANKI ISHA KARSHANBHAI	FY BCOM
3	ODEDARA KINJAL KARABHAI	FY BCOM
4	SOLANKI DHARMISHTHA VIJAYBHAI	SY BA
5	ODEDARA NEHAL MUNJABHAI	FY BA
6	GOSWAMI KINJAL AMARJATI	TY BCOM
7	GODHANIYA DIVYA RAMDEBHAI	TY BCOM
8	PARMAR MANALI GANGA	TY BCOM
9	RAVAL SAPNA PRAKASHBHAI	BCOM
10	SONEGARA JAYDEEPA NARSINH	BCOM
11	AASHA BANSI DHARMENDRABHAI	TY BA
12	VEGDA TRUSHALI BHUPATBHAI	TY BA
13	CHELAVADA DHARA PRAKASHBHAI	FY BA
14	ODEDARA SONIYA BHIKHUBHAI	FY BA
15	BHALIYA URVASHI KISHORBHAI	SY BCOM
16	THARECHA NIRUPA BACHUBHAI	BCOM
17	PANCHASARA SONAL BHUPATBHAI	BA
18	SOLANKI DIMPAL BHAVSINGBHAI	FY BCOM
19	KHANDHAR RADHIKA KESHUBHAI	TY BA
20	JADIYA JASHODA DEVUBHA	TY BA
21	BARAD DIPALI V	TY BCOM
22	PIPROTAR JANKI A	SY BCOM
23	GORANIYA REKHA S	TY BCOM
24	KHUNTI SHITAL K	TY BCOM
25	MAKWANA HEENA H	SY BA
26	MARU AASHA LAKHMANBHAI	TY BCOM
27	MAKWANA JANVI SUBHASHBHAI	TY BCOM
28	PARMAR KIRAN VIJAYBHAI	FY BA
29	KANZARIA JANVI SHAMJIBHAI	FY BA
30	ODEDARA VIDHI K	-
31	PIPROTAR MANSI BIPINBHAI	-
32	RADA SHANTI A	-
33	KADACHHA KIRAN BHARAT	-
34	PARMAR DISHA PRATAPBHAI	-
35	SHAMLA PURI GOGAN	-
36	KARENA PRIYA SAVDASBHAI	-
37	GODHANIYA EKTA PARBATBHAI	-
38	SHAMLA KAJAL CHANABHAI	-
39	SOMAIYA KRISHNA SURESH	-
40	SOMAIYA RADHIKA MAHESHBHAI	-
41	KORIYA MAYURI BABUBHAI	-
42	MOREE KAREE BHURABHAI	-
43	MANDALIYA JANAVI MUKESHBHAI	
44	VARA GITA MANOJBHAI	

TALLY- 2022-23		
NO	NAME	STREAM
1	CHUDASAMA RIDDHI MAHESHBHAI	TY BCOM
2	BARAD DIPALI	TY BCOM
3	GOHEL KRUPA VIRENDRABHAI	SY BA
4	VADHER DHARA DEVENDRABHAI	TY BA
5	THOBHANI TISHA ARVINDBHAI	SY BA
6	ODEDARA KHUSHALI BABUBHAI	TY BCOM
7	SUNDAVADARA HETAL NAGAJAN	SY BA
8	KADACHHA JAGRUTI PARBATBHAI	SY BCOM
9	VAGHELA ANJALI DINESHBHAI	TY BCOM
10	JUNGI KOMAL NARSINHBHAI	TY BCOM
11	VAGHELA DHARMISHTHA DINESHBHAI	FY BCOM

ALL INDIA
COMPUTER SAKSHARTA MISSION

N·S·D·C
National
Skill Development
Corporation

SINCE 1999

Certificate

This Is To Certify That

THOBHANI TISHA D/O ARVINDBHAI

Enrollment No. :- AICSM/222213175/732-GUJ

Attended the

TALLY

Sep 01,2022 to Nov 30,2022

Obtained the grade "A"

Center:- ARYA COMPUTER CLASS-732-GUJ
PORBANDAR-GUJARAT

Date of Issue:- Dec 15,2022

Director

Grade Legend : A+80% & Above, A 70% to 79%, B+60% to 69%, B 50% to 59%, C 40% to 49%, Fail Under 40%
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