

E.M.G. YADAVA WOMEN'S COLLEGE, MADURAI-14.

(An Autonomous Institution – Affiliated to Madurai Kamaraj University)

Re-accredited (3rd Cycle) with Grade A⁺ and CGPA 3.51 by NAAC**CBCS****DEPARTMENT OF COMMERCE****ADVANCED DIPLOMA COURSE****TAX ACCOUNTING AND PAYROLL ACCOUNTING****Course structure**

(w.e.f. 2022-2023 Batch onwards)

Contact Hours: 90**Credit: 2**

SEMESTER	SUBJECT CODE	TITLE OF THE PAPER	EXAM DURATION (Hrs.)	Maximum Marks		
				CIA	SE	Total
V & VI	22COMAD	Advanced Diploma in Tax Accounting & Payroll Accounting	3	25	75	100
	22COMADP	Lab in Tax Accounting & Payroll Accounting	3	40	60	100
	22COMPR	Project	3	20	80	100

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1. To enable the students to learn GST, TCS/TDS/Payroll accounting, POS intally.
2. To record and generate reports in tally.

UNIT: I GST

Meaning- Objectives -- Enabling GST features in Tally-procedure for registration- Exempted goods and services –Rates of GST-computation of taxable value and tax liability

UNIT: II TCS/TDS

Introduction- Tax collected at source- Tad deducted at source-Features- enabling TCS/TDS features in tally – Tax collected at source/Tax deducted at source reports in tally.

UNIT: III PAY ROLL ACCOUNTING

Pay roll set up – Pay head creation – employee head creation-employee group creation-pay roll voucher – pay slip – pay roll reports – pay sheet – pay roll statement –pay roll register.

UNIT: IV PAY ROLL PROCESSING

Attendance masters – pay structure – employee salary details – attendance entry – attendance report –Other earnings – Statutory deductions – Provident Fund, Employees' State Insurance.

UNIT : V POS

Point of sales – introduction – features – creating voucher type – recording transaction
–Point of Sales report.

Text Book:

Learning Tally ERP 9, Volume 1-5, Tally India Pvt ltd, India, 2010

Reference Books:

1. Ashok K.Nadhani, Kisor K.Nadhani, *Simple Tally 9*, BPB Publications, New Delhi, 2012.
2. Asok K.Nadhani & Kisor K.Nadhani, *Implementing Tally 9*, BPB Publications, New Delhi, 2010.
3. Dinesh Maidasani, *Tally 9.0*, Firewall Media Laxmi Publications, New Delhi, 2010.
4. Nellai Kannan .C, *Tally (Version 9)*, Nels Publications, India, 2015.
5. PalaniVel .S, *Tally*, Margham Publications, Chennai, 2010.
6. Dr.B.Mariyappa, *Goods and Services Tax*, Himalaya Publishing House, Mumbai, 2010.

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CBCS

DEPARTMENT OF COMMERCE

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Title of the Paper : Practical-III
Semester : V & VI
Subject Code : 22COMADP

1. GST Taxes
2. Understanding SGST,CGST,IGST
3. Purchase voucher with GST
4. Sales voucher with GST
5. TDS Ledger outstanding
6. TDS report in Tally
7. Tax Deducted at source
8. TCS Report in Tally
9. Pay Sheet
10. Pay Slip
11. Payroll Statement
12. Employee Salary Details
13. Attendance Sheet
14. GST Registration

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Title of the Paper : Project
Semester : V & VI
Subject Code : 22COMPR

Each student should undertake a project under the guidance of staff member and should submit the report in not less than 50 pages in A4 size paper. The report must be submitted at the end of the sixth semester. The project report shall be valued jointly by the internal and external examiners. Marks are awarded for the project report and viva voce.