

Subject Title	Paper DSE 502: COMPUTERIZED ACCOUNTING		
Class/Group	B. Com (CA) and B. Com (Business Analytics (CBCS))	Semester	V
Paper: DSE 502			Max. Marks: 70EE+30IE=100
PPW: 5 Hrs.			Exam Duration: 3Hrs

COURSE OUTCOMES DSE-Computerized Accounting , 5 Credits	
CO 1	To acquire basic knowledge in the computerized accounting systems and its applications in the area of business.
CO 2	To Learn the accounting information system
CO 3	To learn creation and configuration of company in Tally
CO 4	To learn recording transaction in Tally
CO 5	To understand MIS reports in Tally

Objective: To make the students to acquire the knowledge of computer software

UNITS	CONTENTS
I	MAINTAINING CHART OF ACCOUNTS IN ERP: Introduction-Getting Started with ERP - Mouse/Keyboard Conventions-Company Creation-Shut a Company-Select a Company-Alter Company Details-Company Features and Configurations- F11: Company Features-F12: Configuration-Chart of Accounts-Ledger-Group-Ledger Creation- Single Ledger Creation-Multi Ledger Creation-Altering and Displaying Ledgers-Group Creation-Single Group Creation-Multiple Group Creation-Displaying Groups and Ledgers- Displaying Groups- Display of Ledgers-Deletion of Groups and Ledgers – P2P procure to page.
II	MAINTAINING STOCK KEEPING UNITS (SKU): Introduction-Inventory Masters in ERP - Creating Inventory Masters-Creation of Stock Group-Creation of Units of Measure-Creation of Stock Item-Creation of Godown-Defining of Stock Opening Balance in ERP Stock Category-Reports.
III	RECORDING DAY-TO-DAY TRANSACTIONS IN ERP: Introduction-Business Transactions-Source Document for Voucher-Recording Transactions in ERP - Accounting Vouchers-Receipt Voucher (F6)-Contra Voucher (F4)-Payment Voucher (F5)-Purchase Voucher (F9)-Sales Voucher (F8)-Debit Note Voucher-Credit Note (Ctrl+F8)- Journal Voucher (F7).
IV	ACCOUNTS RECEIVABLE AND PAYABLE MANAGEMENT: Introduction-Accounts Payables and Receivables-Maintaining Bill-wise Details-Activation of Maintain Bill-wise Details Feature-New Reference-Against Reference-Advance-On Account- Stock Category Report-Changing the Financial Year in ERP.
V	MIS REPORTS: Introduction-Advantages of Management Information Systems-MIS Reports in ERP - Trial Balance - Balance Sheet-Profit and Loss Account-Cash Flow Statement-Ratio Analysis-Books and Reports - Day Book-Receipts and Payments-Purchase Register-Sales Register-Bills Receivable and Bills Payable.
Reference	Text Books & Reference Books 1. Computerized Accounting: Garima Agarwal, Himalaya 2. Computerized Accounting: A. Murali Krishna, Vaagdevi publications 3. Computerized Accounting: Dr. G. Yogeshweran, PBP. 4. Aakash Business Tools: Spoken Tutorial Project IIT Bombay 5. Mastering Tally: Dinesh Maidasani, Firewal Media 6. Implementing Tally ERP 9: A.K Nadhani and K.K Nadhani, BPB Publications 7. Computerized Accounting and Business Systems: Kalyani Publications 8. Manuals of Respective Accounting Packages 9. Tally ERP 9: J.S. Arora, Kalyani Publications.