



# WE MAKE ACCOUNTANTS

## TWO – MONTHS ACCOUNTANT TRAINING PROGRAM

Be Job – Ready with Practical Skills  
Taught by Chartered Accountants

### HIGHLIGHTS

- ✓ 100 – Hours of Hands – On Training
- ✓ Real Business Simulations
- ✓ Certification with Performance Grades
- ✓ Learn Tally, GST, TOS, Income Tax, MS Excel & More



### PROGRAM OVERVIEW

#### MODULE 1: Business Software Training

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| <ul style="list-style-type: none"><li>• <b>Tally Prime</b><ul style="list-style-type: none"><li>- Ledger Setup; GST, TDS, Payroll</li></ul></li><li>• <b>Practice Lab</b><ul style="list-style-type: none"><li>- Simulated Business Transactions</li></ul></li></ul> | <ul style="list-style-type: none"><li>• <b>Marg / Busy / Vyapar</b><ul style="list-style-type: none"><li>- Billing, Inventory, GST</li></ul></li></ul> |
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#### MODULE 2: Taxation & Compliance

- **GST:** Registration, GSTR Filings
- **TDS:** Deduction, Payment, Returns (24Q, 26Q)
- **Income Tax:** ITR Forms, Computation, E-Filing

#### MODULE 3: Practical Filing

- **Live Filing Practice**
    - GSTR, ITR, TDS
- On Government Portal

#### MODULE 4: Office Tools

- **MS Excel**
  - VLookups, Pivot Table, Data Analysis Tool
- **MS Word**
  - Report Formatting, Letter Drafting, Mail Merge for Invoice Generation

### PROGRAM OVERVIEW

Gain real- world accounting skills in just 2 months! Learn from industry professionals and get certified with performance feedback from Chartered Accountants.

**DURATION: 2 Months**

**CLASSES: 100 Hours**

**MODE: Classroom + Lab Practice**

### CAREER OPPORTUNITIES

- ✓ Accountants
- ✓ Excel Experts
- ✓ GST / TDS Return Filing Executive
- ✓ Billing & Compliance Assistant
- ✓ Office Assistant in CA Firms

**Batch Size**

**25**

**ENROLL NOW!**



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