N·S·D·C National Skill Development Corporation
Transforming the skill landscape

Skill India
कौशल भारत - कुशल भारत

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Be Future Ready

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Tally, Advanced Excel & Power BI Course - 6 Months

Authorised Grade A Training Partner of National Skill Development Corporation, Ministry of Skill Development, Government of India.

Tally, Advanced Excel & Power BI Course - 6 Months

A Job-Oriented Course to Shape Your Future

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Duration:- 6 Months

Accounting Fundamentals

- Basics of Double-Entry System
- Types of Accounts & Rules
- Transactions & Financial Statements
- Journal Entries & Ledger Posting
- Trial Balance & Adjustments
- Profit & Loss Statement
- Balance Sheet Basics

Excel Essentials for Accounting

- Excel Interface & Formatting
- Data Entry & Basic Formulas
- Tables, Sorting & Filtering
- SUM, AVERAGE, IF Functions
- Financial Functions (PMT, NPV, IRR)
- Text Functions for Cleaning Data
- Conditional Formatting

Excel Data Analysis

- Pivot Tables for Financial Data
- Creating Charts (Bar, Line, Pie)
- Sparklines for Trends
- Customizing Charts
- Dashboard Basics
- Data Validation Rules
- Advanced Filtering Techniques

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Advanced Excel Tools

- INDEX & MATCH Functions
- Nested IF & Logical Functions
- Array Formulas
- What-if Analysis Tools
- Consolidating Data
- Importing External Data
- Descriptive Statistics

Tally Basics

- Gateway of Tally
- Company Creation
- Masters Setup (Ledgers, Groups)
- Voucher Entry & Numbering
- Bills & Outstanding
- Trial Balance in Tally
- Final Accounts Preparation

Tally Inventory Management

- Inventory Creation & Features
- Invoicing Daily Trades
- Batch-wise Details
- Multi-Locations Handling
- Inventory Reporting
- Purchase & Sales Orders
- Stock Levels & Pricing

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Tally Banking & GST

- Tally Banking Features
- Cheque Management
- Bank Reconciliation
- GST Features & Invoicing
- Composition Dealer Accounting
- E-way Bill & E-invoicing
- GST Report Finalization

TDS, Payroll & Advanced Tally

- TDS Introduction & Rates
- TDS Masters & Entries
- Payroll Setup & Employee Masters
- PF & ESI Reporting
- Pay Slips & Computations
- Job Work & Manufacturing
- Variance Analysis & Credit Control

Power BI Introduction

- Overview of Power BI
- Installing Power BI Desktop
- Importing Datasets
- Interface Navigation
- Connecting to Excel & SQL Data
- Web and CSV Sources
- Refreshing Data Connections

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Power BI Data Transformation

- Power Query Basics
- Cleaning & Filtering Data
- Splitting & Merging Columns
- Adding Conditional Columns
- Removing Duplicates
- Managing Relationships
- Role of Keys in Models

Power BI DAX & Measures

- Introduction to DAX
- Writing Basic Formulas
- Calculated Columns & Date Functions
- SUM, AVERAGE, COUNT Functions
- CALCULATE Function Use
- Conditional Measures
- Time Intelligence (YTD, QTD, MTD)

Power BI Visualization & Dashboards

- Adding Visual Elements
- Bar, Line, Pie & Donut Charts
- Filters, Slicers & Hierarchies
- KPI & Gauge Visuals
- Creating Interactive Dashboards
- Exporting & Sharing Reports
- Report Usage Analytics

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Discover More Learning Paths

Discover more learning paths designed to expand your skills, boost your career opportunities and help you achieve your goals.

- Tally Prime - 2 to 4 Months
- Advanced Excel - 2 Months
- Busy Accounting - 2 to 4 Months
- Business Analytics - 6 Months
- E-Accounting - 12+2 Months
- E-Accounting Banking & SAP - 18 Months
- MS Office with AI Power - 2 Months
- Ms Office and Advanced Excel - 3 Months
- Power BI - 1.5 Months
- Power BI and Advanced Excel - 3 Months
- SAP FICO - 3 Months
- Tax Return Filing - 5 Months
- Tally and Advanced Excel - 6 Months
- Tally-Advanced Excel and Power BI - 7 Months

Online Programs: One-on-One

Learn online with our one-on-one training program. These classes are highly customised to fulfil your needs for business growth and advanced career opportunities.

- Advanced Excel Online
- Business Analytics Online Course
- Tally Prime Online Course
- Ms Office Online Course
- Busy Online Course
- Power BI Online Course
- Power BI and Advanced Excel Online Course
- SAP FICO Online Course
- Tax Return Filing Online Course

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www.oxfordaccounting.in