
CA Maninder Singh Practical Training Classes

teachoo.com

Faculty - **Maninder Singh Mb** – 9205065874 (Delhi)

Faculty - **Vibhuti Narang Mb** – 8380803344 (Pune)



CA MANINDER SINGH PRACTICAL TRAINING CLASSES @ *teachoo.com*

Delhi - 213 Apsara Arcade, Next To Karol Bagh Metro Station Gate No 7 MB - **9205065874**

Pune - 153 Third Floor, Prestige Point, Shukarwar Peth, Pune MB - **8380803344**

Get Certified in Professional Accounts and Taxation

Attend our Accounts Tax GST E-Filing Course to get practical knowledge of various taxes like GST, TDS, Income Tax, Payroll, Balance Sheet Finalization, Tally and Advanced Excel.

Learn from one of the best faculties in field of Practical Taxation and Accounting – CA Maninder Singh

Here, we do not teach you on board or through projector.

We provide you practical assignments, data and software and help you pass entries in tally, make computations in excel, fill challans and returns.

For GST course, we will also provide you [GST Demo Website](#) where you can file and practice various returns like government portal.

This will help you get good technical knowledge of various taxes and you will do well in Interviews and get good job offers.

You will also receive a Certificate in Professional Training after completion of the course.

Attend our face to face classes at

Delhi

Karol Bagh, New Delhi. For more details, call us at 9205065874

Pune

Prestige Point, Pune. For more details, call us at 8380803344

Topics Covered

1. GST
2. TDS
3. Income Tax
4. Payroll
5. Balance Sheet Finalization
6. Advanced Excel and MIS
7. Tally ERP9

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Fees for Regular Batch (Monday to Friday)

Rs 5000 per month

Average Time for GST is 1 month and for whole course is 3 months

Fees for Sunday Batch

Rs 2000 per month

(Only Sundays, 2.5 hours batch)

Average Time for GST is 2-3 month and for whole course is 7-8 months

Advantages

- Add more skills to your resume
- Help in Practical Company Work
- Get Certificate In Professional Accounts and Taxation
- Help if you face any problem during Company Work
- We will notify you about Important Changes in Tax etc.

Certificate

- GST Practical Training Certificate will be provided on request
- This Certification you can add in your resume under Trainings Undertaken

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DETAILED TOPIC LIST

1. GST

Practical Efiling Practice of Different GST Challan and Returns like

- **GSTR 3B** – Monthly Return for July 2017 to March 2019
- **GSTR 1** - Details of outward supplies of taxable goods and/or services effected
- ~~**GSTR 2** - Details of inward supplies of taxable goods and/or services effected claiming input tax credit~~
- ~~**GSTR 3** - Monthly return on the basis of finalization of details of outward supplies and inward supplies along with the payment of amount of tax.~~
- **GSTR 4** - Quarterly return for Composition Dealers
- **GSTR 9** - Annual Return to be filed by All Dealers
- **GST Challan** E-payment Procedure
- **Use of GST Offline Utility** to create JSON File
- **Interest and Late Fees Calculation** and Deposit at GST Portal
- **Electronic Cash and Credit Ledger** Online Checking
- **How to Generate E way bill** from Tally and direct online.

The course will be taught in GST Demo which is a replica of government website

<https://www.teachoo.com/gst/demo/dashboard/>

We will also cover Practical Assignments in GST Basics, GST Accounting and making GST Tax Computations incorporating

- Accounting in Tally ERP 9 of GST Transactions
- Making GST Tax Computations in Excel

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- Applicability of CGST, IGST, SGST, UTGST on Different Transactions
- Understanding GST Input Tax Credit Implications
- Adjustment of CGST,SGST,IGST Credit Amongst Each other
- Preparation and checking of GST cash, credit & liability ledgers
- Concept of Jobworker in GST
- Concept of Input Service Distributor in GST
- Reverse Charge Mechanism in Case of Purchase from Unregistered Dealers
- TCS and Reverse Charge Implications in case of E Commerce Transactions in GST
- Billing and Invoicing in GST
- TDS Implications in GST
- Composition Scheme in GST
- Time of Supply in GST and Place of Supply in GST

2. TDS Non Salary

Practical Assignments in

- Accounting for TDS Receivable and Payable in Tally ERP 9
- TDS Rates and E-Payment of Challan 281
- Filing TDS Return Form 26Q
- Checking of Form 26AS
- Procedure of Form 15CB and 15CA and Form 27Q
- Issue of TDS Certificates
- Concept of 15G and 15H Form
- Certificate of Lower Deduction
- Issue of TAN No
- TDS Late Payment Interest and Penalty Calculation

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3. Income Tax

- E Filing ITR For Salaried Business from Real Form 16
- Online Registration and Different Features at Incometaxindiaefiling website
- E Filing ITR For Small Proprietorship using Excel Utility and Direct Online
- E Filing of ITR in case of professionals and Transporter Business
- How to Make Income Tax Computations and Dummy Balance sheet & P-L
- Deduction and E Filing ITR For Partnership Business as well as Partners
- Practical implications of Important Points of Different Incomes and Deductions
- Understanding Expense Disallowed for Large Business
- Current Tax and Deferred Tax Computation for Companies
- Challan 280 Online and Offline Procedure
- E Filing of ITR and Audit Procedure in case of Companies and Large Business(Optional)

4. Payroll Processing

Practical Assignments in

- Deduction of TDS with Salary, Allowances, Perquisites
- Treatment of Deductions under Chapter VIA
- Computation and Online deposit of PF ECR
- Computation and Online deposit of ESI
- Making Salary Structure for Employees
- Making Salary Sheet and Disbursement of Salary
- Important forms/records to be maintained for handling Payroll

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- Understanding Treatment of PF/TDS/ESI in case of Leave /New Joining's
- Using Relevant Advanced Excel formulas for Payroll Processing

5. Balance Sheet Finalization

Practical Assignments incorporating

- Passing Routine and Book Closure Entries in Tally ERP 9
- Provisioning for Different Expenses and Payables
- Preparing Depreciation Chart as Per Companies Act and Income Tax Act
- Current and Deferred Tax Computation and its Provisioning
- Preparation of Bank Reconciliation Statement (BRS) in Tally ERP 9
- Exporting Data in Excel
- Preparation of P & L Balance Sheet as per Revised Schedule III

6. Basic and Advanced Excel

Practical Assignments in Application of Advanced Excel formulas in different situations

- Basic Excel and Excel Shortcuts
- V-lookup and H-lookup
- Pivot tables, Goal Seek and Macros
- If Command, Nested if,
- Count if, Sum if etc.
- Index and Match
- Concatenate and Data Validation formulas

7. Accounting in Tally ERP 9

Practical Assignments in

- Accounting in Tally ERP 9 of Different Real Expenses and Income Bills
- GST TDS Statutory Features Settings and Reports from Tall
- Billing and invoicing from Tally
- Bank Reconciliation in Tally and Passing Entry through Actual Expense Bills
- Debtor Aging in Tally & Cost Center Reporting in Tally
- Inventory and Godown Maintenance Features in Tally
- Exporting ,Emailing and Loading Data from Tally
- Using Tally Shortcuts and Understanding Different Tally Errors

For Registration Contact

CA Maninder Singh Classes

Delhi

213,B 1/8 Apsara Arcade, Pusa Road

Next to Karol Bagh Metro Station Gate No 7

New Delhi Contact

Mobile No - 9205065874

Get Directions - <https://goo.gl/maps/FGf89YGvvyv>

Pune

153 Third Floor, Prestige Point

Shukarwar Peth (near Bajirao Telephone Exchange)

Pune Contact

Mobile No - 8380803344

Get Directions - <https://goo.gl/maps/akSynVfpBAr>

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