Format for syllabus development of Skill Development Course

Title of course		Tally/Acco	unting	_	_		-	-
	artment of HEI to run course		400				1	
Soard Area/Sector		Service/Education						-
Sub Sector		Computer Based						1
	ourse - Independent / Progressive		Progress	sive	_		1000	
	uggestive Sector Skill Council	200 (1		_			-	1
Aliened NSQF level		Level - 3						
xpected fees of the course - Fees/Paid								
Apecies i	Student expected from industry		+ + **	* *	( mm)	0_		
lumber of						and the same		-
ourse Co	MODEL TO THE PARTY OF THE PARTY		(	redits-	03 (1	The	cry, 2 Pract	tical
	s100 Minimum Marks	14	****					_
Name of p	roposed skill Partner (Please specify, Na etc for Practical/ Training/ Internship/ O	ime of Industry, IT)				****	1	
able to ge	acts-Expected Fields of Occupation whe t job after completing this course in (Pie e of industry, company etc.)	re student will be eases specify	MNCs/Golegini	newen		ents/	/Ministries	
At Line				No of	Ishaa	-	No of the	OFV
Syllabus				No of theory hours (Total- 15 Hours=1 credit)		No of theory hours (Total- 60 Hours=2 credit)		
Unit	Topics	General/Skill component	Theory/ Practical/OJT/ Internship/ Training	hours 15 H	(Tot	al- -1	hours (To 60 Hours	=2
-	Topics Introduction of Basic of Accounts		Practical/ OJT/ Internship/	hours 15 H	(Tot ours- edit)	al- -1 +	hours (To 60 Hours credit) 2	;=2 )
Unit	Introduction of Basic of Accounts	component	Practical/ OJT/ Internship/	hours 15 H	(Tot ours- edit) 3	al- -1 +	hours (To 60 Hours credit) 2	;=2 )
Unit	Introduction of Basic of Accounts Tally Basics	Component Understanding Basics	Practical/ OJT/ Internship/	hours 15 H	(Tot ours- edit) 3 8	al- -1 + +	hours (To 60 Hours credit) 2 7 7	;=2 )
Unit	Introduction of Basic of Accounts  Tally Basics  Tally Advanced Features	Understanding Basics Uses	Practical/ OJT/ Internship/	hours 15 H cn	(Tot ours- edit) 3 8 8	al- -1 +	hours (To 60 Hours credit) 2 7 7 5	;=2 )
Unit I II III	Introduction of Basic of Accounts  Tally Basics  Tally Advanced Features Inventory Management	Understonding Basics Uses Operations Operations	Practical/ OJT/ Internship/	hours 15 H cn	(Tot ours- edit) 3 8 8 5 4	al- -1 + +	hours (To 60 Hours credit) 2 7 7 5 4	;=2 )
Unit	Introduction of Basic of Accounts  Tally Basics  Tally Advanced Features Inventory Management Banking & Finances	Understanding Basics Uses Operations Operations Operations	Practical/OJT/ Internship/ Training  3 2 3 2 3 2	hours 15 H cn	(Tot ours- edit) 3 8 8 5 4	+ + + + + + + + + + + + + + + + + + + +	hours (To 60 Hours credit) 2 7 7 5 4	;=2
Unit	Introduction of Basic of Accounts  Tally Basics  Tally Advanced Features Inventory Management Banking & Finances	Understanding Basics Uses Operations Operations Operations	Practical/OJT/ Internship/ Training  3 2 3 2 3 2	hours 15 H cn	(Tot ours- edit) 3 8 8 5 4	+ + + + + +	hours (To 60 Hours credit) 2 7 7 5 4	;=2
Unit  II  III  IV  VI  Suggestion	Introduction of Basic of Accounts  Tally Basics  Tally Advanced Features Inventory Management Banking & Finances Book/Records Keeping	Understanding Basics Uses Operations Operations Operations Operations Approvided	Practical/OJT/ Internship/ Training  3 2 3 2 3 2	hours 15 H cn	(Tot ours- edit) 3 8 8 5 4	+ + + + + +	hours (To 60 Hours credit) 2 7 7 5 4	;=2
Unit  II  III  IV  V-  VI  Suggestiv	Introduction of Basic of Accounts  Tally Basics Tally Advanced Features Inventory Management Banking & Finances Book/Records Keeping Readings: All Documents and study management	Understanding Basics Uses Operations Operations Operations Operations Coperations Attention will be provided	Practical/OJT/ Internship/ Training  3 2 3 2 3 2	hours 15 H cn	(Tot ours- edit) 3 8 8 5 4	+ + + + + +	hours (To 60 Hours credit) 2 7 7 5 4	;=2
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