



केन्द्रिय शैक्षणिक एवम् तांत्रिक माहिती संशोधन समीती

**CENTRAL EDUCATION & INFORMATION TECHNOLOGY RESEARCH COMMITTEE**

AN AUTONOMOUS INSTITUTION REGD. BY THE GOVT. OF NCT OF DELHI UNDER ITA 1882 GOVT. OF INDIA

REGD. BY NCS-MINISTRY OF LABOUR AND EMPLOYMENT, GOVT. OF INDIA

REGD. AT MINISTRY OF MICRO, SMALL AND MEDIUM ENTERPRISES (MSME), GOVT. OF INDIA

An Autonomous Organization works for IT, HRD & Literacy

भारत सरकार पंजीकृत.

## Financial Accounting & Taxation

### Description

Certificate Course in Financial Accounting & Taxation course duration is 2 Months. Through this short-term course, students will be qualified in both theoretical and practical knowledge of the study. According to Wikipedia, "Financial accounting is the field of accounting concerned with the summary, analysis, and reporting of financial transactions related to a business. This involves the preparation of financial statements available for public use."

### Course Content

- Fundamentals of accounting
- Direct tax
- Payroll compliance with a tally
- Tally with GST
- Cost management and auditing
- Advanced excel
- Office tools

CEITRC