

3 DAY WORKSHOP ON TALLY & GST

DESHBANDHU COLLEGE FOR GIRLS



DESHBANDHU COLLEGE FOR GIRLS
IN ASSOCIATION WITH
ICA EDU SKILLS BALLYGUNGE



3 DAY WORKSHOP ON

TALLY | GST CAREER COUNSELLING

BOOST YOUR CV - A VALUABLE CERTIFICATE AT THE END OF DAY 3



🕒 12:00 pm - 1:00 pm

📍 ICA BALLYGUNGE

CONTACT PERSON
Dr. Om Prakash Chowdhury
Jt. Convener, Placement Cell
Dr. Diptashree Som
Jt. Convener, Placement Cell

VISIT DETAILS

DATE: 28.03.2023 - 30.03.2023

VENUE: ICA BALLYGUNGE

CONDUCTED BY: ICA EDU SKILLS
BALLYGUNGE, DESHBANDHU
COLLEGE FOR GIRLS

PARTICIPANTS' DETAILS

No. of Participants: 20

No. of Students: 19

No. of Teacher/s: 1

OUTCOME

19 Students attended the 3 DAY workshop to know about the TALLY and GST. They were equipped with valuable skills in Tally Prime, GST and MS-Excel. The workshop delved into the world of MS-Excel, a powerful tool for data analysis and management. Emphasis was placed on the employability of individuals who possess expertise in using these tools. Students were enlightened with the knowledge of CV writing and were provided with hands on learning experience in TALLY PRIME. Several queries by the students were addressed. Students were immensely benefitted.



DESHBANDHU COLLEGE FOR GIRLS
Rash Behari Avenue, 45/C, Satish Mukherjee Rd,
Kalighat, Kolkata, West Bengal 700026

DAY 1 OF TALLY & GST WORKSHOP

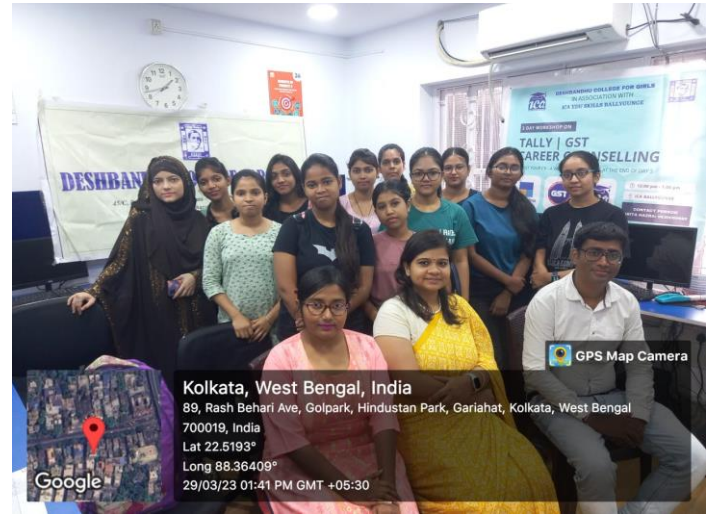


DAY 1

- The workshop commenced on 28th March 2023 at 12:00 PM and covered various essential aspects of Tally Prime and MS-Excel.
- Students actively participated in discussions related to Tally Prime, understanding its functionalities and importance in the accounting field.
- Emphasis was placed on the employability of individuals who possess expertise in using this tool.
- The workshop delved into the world of MS-Excel, a powerful tool for data analysis and management.



DAY 2 OF TALLY & GST WORKSHOP



DAY 2

- On 29th March 2023 the workshop covered various essential aspects of GST.
- Students were given a brief understanding of GST and its computation.
- The workshop delved into the world of GST.
- Students were introduced to the entire process of registration of GST using the simulated GST site of gst.gov.in.
- Emphasis was placed on the employability of individuals who possess expertise in filing GST Returns.



DAY 3 OF TALLY & GST WORKSHOP



DAY 3

- On 30th March 2023 the workshop covered about soft skills and CV writing knowledge that will increase the scope of employability of the students.
- Students were given hands on learning experience of creating company, ledger and passing journal entries using TALLY PRIME.
- A brief career counselling was provided to the students relevant to their future.

STUDY MATERIALS PROVIDED IN TALLY & GST WORKSHOP

Name: ABC
 Email: abc12@gmail.com
 Contact: 123456789

CAREER OBJECTIVE
 To bring my strong sense of dedication, motivation, responsibility to an organization by utilizing skills acquired through academic exposure.

ACADEMIC QUALIFICATION

Standard	Stream	Year	Percentage
Post Graduation	Human Resources	2018	NA
Graduation	BA Political Science Honors	2013	50
Senior Secondary	Humanities	2007	72
Secondary	General	2005	65

CERTIFICATION COURSE
 Certified Industrial Accounts (CIA) from The Institute Of Computer Accountants (ICA).

PROFESSIONAL SKILLS

- > TALLY
- > MS Office
- > xxxxxxxx
- > Inter Personal Skill

PERSONAL ATTRIBUTES

- > Punctual
- > Keen learner

PERSONAL DETAILS

Date of Birth:
 Marital Status:
 Permanent Address/ Current Address:

Language Proficiency

Language	Read	Write	Speak

DATE _____ Signature _____

ICA 23 YEARS OF EXCELLENCE

GET JOB IN 6 MONTHS

JOINING SALARY **₹16K**

1000+ VACANCIES EVERY WEEK

ICA Edu Skills Pvt. Ltd.
BALLYGUNGE ☎ 90734 56234
 208/1A Rashbehari Avenue Kolkata 700019 (opp Khadim Showroom)

Partner N.S.D.C. National Skill Development Corporation

www.icajobguarantee.com

Format of writing CV was provided in the workshop to all the students

Courses covered and its Syllabus were shared with all the students

ATTENDANCE SHEETS OF 3 DAY TALLY & GST WORKSHOP

122

Deshbandhu College for Girls			Date: 28-03-2023
Sl No	Name	Contact Number	Home Location
1	Shaiqua Ali	9330752223	73/H/4 Dr Sudhir Bguy
2	Mehar Bano	6289408776	2/9, Bhukailash Road,
3	Shristi Singh	7890291618	2/2, Thakary Road Kol-27
4	Neha Rajak	8420026855	175/1 Newalpur Thakary Rd Kol-53
5	Shweta Shaw	8100513423	Sankarpal Chetranjan das park, K
6	Jibhi Kumari Jha	7439402477	48/6 - V PANCHANAN ROAD, Kol-41
7	Prachi Burman	8910514955	185 Hotalal Nehru Road, Kol-29
8	Arunima Palamariak	7980806759	36/1 Gobinda Bose lane, Kol-25
9	Ankita Dutta	6289077493	12 A Gopal banerjee Street Kol-25
10	Anuska Samaddar	8296886696	1/14 Sarsuna main rd. Kol-61.
11			
12	Triyasa Dutta	9007687776	12/1/32 chowbaga Rd. Kol-39
13	Khushoo Khabon	8910618858	F/E M. N. Ali Road Kol-7000
14	Niyasha Adhikary	8335093684	68 B B Chatterjee Road Karsa Kol-7000
15	Swati Singh	7278278901	19 A New Alipore Road +
16	Rajal Kumari	6289797162	89/A Rabindra Sasaki Howrah, Lilcal
17	Sonal Adhikary	877726191	13/2 Panditya Terrace Kol-70002
18	Madhumita Karmilal	6289323014	20/11 Roy Bahadur Road Kol-700053
19	Simran Gupta	9007296807	16/2 Dey Terrace Kolkata - 700019
20	Shazia khatoun	9007986238	1/H SHAMSUL HUDA RD. KOLKATA - 70001
	Bably Das	7595926074	160 C kankulia RD Sarat Bose RD -

DAY 1 ATTENDANCE SHEET

29.03.2023

Deshbandhu College for Girls			Date: 28-03-2023
Sl No	Name	Contact Number	Home Location
1	Anuska Samaddar	8296886696	1/14 Sarsuna main Rd. Kol-61 → Sem B.C
2	Neha Rajak	8420026855	Al Newalpur Thakary Rd Kol-54 → Sem 2
3	Mehar Bano	6289408776	7/9, Bhukailash Road, Kol-25 Sem 2 (B.C)
4	Ankita Dutta	6289077493	12 A Gopal banerjee Street Bcom Honr Kol-25 sem 2 (B.C)
5	Arunima Palamariak	7980806759	36/1 Gobinda Bose lane Kol-25 Bcom General
6	Shweta Shaw	8100513423	Sankarpal Chetranjan das park Kol-143 S
7	Swati Singh	7278278901	19 A Alipore Road Sem-4 (B. Com
8	Shazia khatoun	9007986238	1.55 HUDA ROAD KOL-17 Sem-4 (B. Com)
9	Shristi Singh	7890291618	2/2 Thakary Road Alipor Kol-27 (Sem-2 B.C)
10	Jibhi Kumari Jha	7439402477	48/6 Panchananan Road Kol-41 (Sem-2 B.C)
11	Prachi Burman	8910514955	185 Hotalal Nehru Road Kol-29 (Sem) - 2
12	Niyasha Adhikary	8335093684	68 B B Chatterjee Road Karsa Kol-42 (S

DAY 2 ATTENDANCE SHEET

Deshbandhu College for Girls			Date: 30-03-2023
Sl No	Name	Contact Number	Home Location
1	Swati Singh	7278278901	19A Alipore Road
2	Tiyasha Adhikary	8325093684	68A B Chatterjee Road Kumba Kol-42 (Sem 4)
3	Shreya Khatoor	9007986238	11/SS HUDA ROAD KOL-47 (SEM 4)
4	Sindhu Bhatia	9007296807	16/2 Dover Terrace Kol-19
5	Shivisti Singh	7890291618	2/2 Trackery Road Alipore
6	Shreya Shenu	8100513423	Sankarpool, Chittaranjan park Kol-148
7	Shaiqua Ali	9330752223	73/HML Dr Sudhit Baner Rd (Sem-2)
8	Mehar Bano	6289408726	2/9, Bhukailash Road Sem-2, Kolkata-73.
9	Choti Kumari Jha	7439402477	48/6 PANCHANAN TARA ROAD, (sem-2) Kol-41
10	Ankita Dutta	6289077493	12 A Gopal Prasad Road (sem-2) Kol-25
11	Arunima Pramanik	7480806759	26/1 Prebinda Bose Lane (Sem-2) Kol-25
12	Prachi Barmay	8910514955	137, Mohi Lal Nehru Road Kol-29 (Sem 2)
13	Anuska Samadaya	8296886696	1/14 Sansuana main Rd - Kol-61 (Sem-2)

DAY 3 ATTENDANCE SHEET

CERTIFICATES OF 3 DAY TALLY & GST WORKSHOP

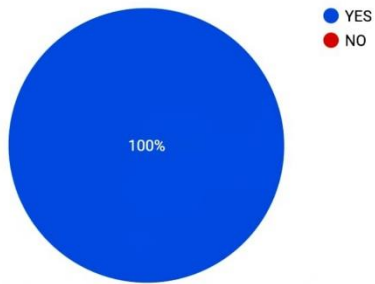


FEEDBACK ANALYSIS OF 3 DAY TALLY & GST WORKSHOP

DID THE WORKSHOP ACHIEVE THE PROGRAMME OBJECTIVES?

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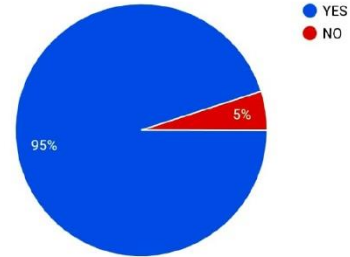
20 responses



WERE THE FACILITATORS WELL ORGANISED?

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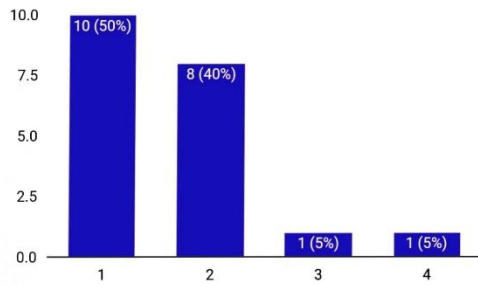
20 responses



RATE THE AMBIENCE OF THE INSTITUTE.

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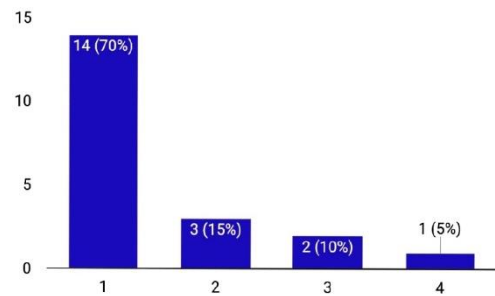
20 responses



RATE THE TEACHING METHODS USED BY THE INSTRUCTORS.

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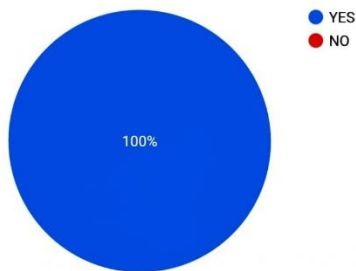
20 responses



DID THE WORKSHOP IMPROVE YOUR UNDERSTANDING OF THE TOPICS?

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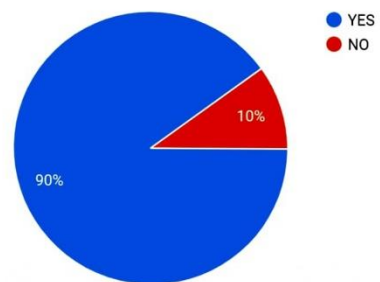
20 responses



WOULD YOU LIKE TO PARTICIPATE IN MORE SUCH WORKSHOPS IN FUTURE?

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20 responses



MoU WITH ICA EDU SKILL



पश्चिमबङ्ग पश्चिम बंगाल WEST BENGAL

AF 038056

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is made and entered into on this 10th Day of December 2022 between **DESHBANDHU COLLEGE FOR GIRLS**, 45/C Rashbehari Avenue, Kolkata – 700 026 represented by Principal **Dr. ANITA CHATTOPADHYAY GUPTA** one part and **ICA EDU SKILLS PVT. LTD.** Represented by **MR. ALPHESWAR PANDIT**, Centre Director of ICA Ballygunge, 208/1A Rashbehari Avenue, Kolkata 700 026 on the other part.

Anita Chattopadhyay Gupta

DR. ANITA CHATTOPADHYAY GUPTA
PRINCIPAL
DESHBANDHU COLLEGE FOR GIRLS
KOLKATA



The instant MOU is being signed by ICA Ballygunge as a Partner to facilitate Training in Computerized Accounting (Tally Prime), basic overview of BCA (Business Computer Application), basic overview of GST (Goods & Services Tax) and Related Skill Enhancement of Students of **Deshbandhu College for Girls, Kolkata** at no cost whatsoever.

Purpose

This MOU between **Deshbandhu College for Girls, Kolkata** and **ICA BALLYGUNGE** will outline the collaboration to facilitate Training in Computerized Accounting (Tally Prime), basic overview on BCA (Business Computer Application), E-filing on GST Returns & Income tax Returns, Career Counselling and Related Skill Enhancement for Students of **Deshbandhu College for Girls, Kolkata** at no cost whatsoever.

CLAUSE & VALIDITY

This Agreement will be valid for three years from the date of signing until it is expressly terminated by either **Deshbandhu College for Girls, Kolkata** and **ICA BALLYGUNGE** on mutually agreed terms. Till the assurance of the agreement period, **Deshbandhu College for Girls, Kolkata** and **ICA BALLYGUNGE** agree to continue the training of intending students based on mutual discussion.

Where as

Deshbandhu College for Girls, Kolkata, a premier institution for women based in South Kolkata, the cultural capital of India.

Deshbandhu College for Girls, Kolkata is a women's only college affiliated to Calcutta University imparting undergraduate and post graduate education in Arts, Commerce, Science & BBA.

Anita Chattopadhyay Gupta

DR. ANITA CHATTOPADHYAY GUPTA
PRINCIPAL
DESHBANDHU COLLEGE FOR GIRLS
KOLKATA



Where as

ICA Edu Skills Pvt. Ltd. Ballygunge Branch is carrying on the educational activity of imparting comprehensive practical Industry best training to students for preparing them as Industrial Accountants relevant for the industry and enabling them for suitable placement.

Context

Deshbandhu College for Girls, Kolkata is working to improve the employability of the students and is planning to introduce practical workshop in Computerized Accounting Word, Excel, PowerPoint, Online Journal Entries, TallyPrime, Business Communication (Interview Skills), E-filing of ITR, TDS and GST Returns, and Related Skill Enhancement of students of Deshbandhu College for Girls, Kolkata.

As a part of this MOU, both the **partners** hereby agree to the following respectively,

Deshbandhu College for Girls, Kolkata

- Will acknowledge ICA Ballygunge as a valued Training Partner. Will support providing the college training infrastructure.
- Will mention and publicize the relationship with ICA Ballygunge in its website, prospectus and similar of the other documents.
- **Promotional Scope:** **Deshbandhu College for Girls, Kolkata** will notify their students for the participation through college formal notice. College will allow ICA Ballygunge for the marketing and promotionals like college in-house desk counselling, print media advertisement and seminar etc.

Anita Chattopadhyay Gupta

DR. ANITA CHATTOPADHYAY GUPTA
PRINCIPAL
DESHBANDHU COLLEGE FOR GIRLS
KOLKATA



ICA Ballygunge

- Will provide full support in training, imparting skills and improving employability of the students of Deshbandhu College for Girls, Kolkata at no cost whatsoever, and, if required, in their venue also.

In witness whereof, the parties hereto have caused this Memorandum of Understanding to be executed by their representatives in duplicate, each party retaining one copy thereof respectively.

Accepted and Agreed,

For Deshbandhu College for Girls,
Kolkata

For ICA, Ballygunge

Anita Chattopadhyay Gupta

DR. ANITA CHATTOPADHYAY GUPTA
PRINCIPAL
Authorized Signatory
COLLEGE FOR GIRLS
KOLKATA

Authorized Signatory



Witness:

Om Prakash Choudhary

1. Name:

Address:

30, Balaram Bose
Jit Lane, 700120.

Moly Dhar

1. Name: Moly Dhar

Address: 100F, New Alipore

Kolkata - 700053