

2.5.2 Reforms initiated on Continuous Internal Evaluation (CIE) system at the institutional level (250 words)

University guidelines are strictly adhered to with respect to CIE process. One internal test, one preparatory and clearance tests are conducted. The schedules of internal assessments are communicated to students and the faculties, in the beginning of the semester through institute academic calendar which is in convergence with the university academic calendar. A week before the internal exam, the time table is displayed on the notice board. The internal evaluation is conducted for 30 marks. One internal test and one preparatory is conducted per semester. Submission of assignments are made mandatory. Attendance percentage as per the university specification are adhered with

- Internal & preparatory exam question papers are prepared at par with university question paper.
- The question paper is prepared by the subject faculties.
- The faculty prepares the answer key / Scheme of evaluation and it is documented with a copy of sample question paper for the future reference. A systematic valuation system is followed.
- Internal assessment tests and other measures taken to judge the performance of students is done fairly and in an effective manner.
- Students are allowed to go through the valued answer scripts of internal assessment tests and doubts regarding evaluation are cleared.
- Internal Test performance are intimated to the parents in the Parent Teachers Meeting & students will be mapped for connect & reconnect hours.
- Based on the performances in the preparatory exams, students will be enrolled for the batch of remedial classes

NEW HORIZON COLLEGE
CALENDAR OF EVENTS FOR THE ODD SEMESTER 2018-19

Commencement: 18.06.2018

Last Working Date: 25.10.2018

MONTH	WEEK NO.	MON	TUE	WED	THU	FRI	SAT	SUN	EVENTS/ HOLIDAY	INTERNAL TESTS/ SUBMISSIONS/ ACTIVITIES
JUNE						1	2	3		
		4	5	6	7	8	9	10		
		11	12	13	14	15	16	17		
	1	18	19	20	21	22	23	24		18th- Commencement of III & V Semester Classes , 20th- Induction program for I Semester
	2	25	26	27	28	29	30			21st- Commencement of I Semester Classes, 24th - Commencement of VAP
JULY	2							1		
	3	2	3	4	5	6	7	8		14th holiday - to be compensated on 7th July Second Saturday
	4	9	10	11	12	13	14	15		
	5	16	17	18	19	20	21	22		16th - Fresher's Day. 16th-Submission of I Internal QP
	6	23	24	25	26	27	28	29		23rd to 25th Dhwani (Cultural Events), 23rd - Investiture Ceremony
	7	30	31							
AUGUST	7			1	2	3	4	5		2nd to 10th - I Internal Exams
	8	6	7	8	9	10	11	12		10th -Leo Club Installation Ceremony
	9	13	14	15	16	17	18	19	15th - Independence Day	13th to 17th - Student Feedback , 17th -NSS Activities
	10	20	21	22	23	24	25	26	22nd - Bakrid, 24th- Sri Varamahalakshmi Vrata	23rd holiday to be compensated on 4th, 25th holiday to be compensated on 18th.
	11	27	28	29	30	31				
SEPTEMBER	11						1	2		1st Alumni Meet
	12	3	4	5	6	7	8	9		8th -PT Meet, 10th -Eco Club Activity
	13	10	11	12	13	14	15	16	13th- Ganesh Chaturthi	14th holiday to be compensated on 1st
	14	17	18	19	20	21	22	23	21st - Last Day of Muharram	17th - Submission of Preparatory Exam QP, 17th -22nd -Committee Activities
	15	24	25	26	27	28	29	30		28th & 29th Sargam
OCTOBER	16	1	2	3	4	5	6	7	2nd - Gandhi Jayanthi	4th to 16th -Preparatory Examinations
	17	8	9	10	11	12	13	14	8th - Mahalaya Amavasya	
	18	15	16	17	18	19	20	21	18th - Ayudha Pooja, 19th - Vijayadashami	
	19	22	23	24	25	26	27	28		24th - Submission of IA marks
	20	29	30	31						
NOVEMBER	20				1	2	3	4	1st- Kannada Rajyotsava	
	21	5	6	7	8	9	10	11	6th- Naraka Chaturdasi, 8th- Deepavali	5th holiday to be compensated on 3rd. 7th holiday to be compensated on 17th
	22	12	13	14	15	16	17	18		
	23	19	20	21	22	23	24	25	21st- Eid-Milad	

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CALENDAR OF EVENTS FOR THE EVEN SEMESTER 2018-19

Last Working Date: 23.05.2019

Commencement :21.01.2019

MONTH	WEEK NO.	MON	TUE	WED	THU	FRI	SAT	SUN	EVENTS/ HOLIDAY	INTERNAL TESTS/ SUBMISSIONS/ ACTIVITIES
JANUARY	1		1	2	3	4	5	6		
	2	7	8	9	10	11	12	13		
	3	14	15	16	17	18	19	20	15th Makara Shankranthi	
	4	21	22	23	24	25	26	27	26th Republic Day	21st onwards - Commencement of Value Added Programs, 24th- National girl child day-Antisexual harassment cell activity , 24th-30th- International trip-I Batch (BCA & BBA Students) 25th - National Youth Day
	5	28	29	30	31					30th- Martyrs Day
FEBRUARY	5					1	2	3		1st- Anti ragging cell activity, 4th-9th- VI Sem Industrial Visit
	6	4	5	6	7	8	9	10		9th- Alumni Meet
	7	11	12	13	14	15	16	17		11th-15th - VI Sem Guest Lecture, 14th- 20th International Trip-II Batch (B.Com Students)
	8	18	19	20	21	22	23	24		22nd- Spark, 23rd-Sports Day
	9	25	26	27	28					27th- Orphanage visit
MARCH	9					1	2	3		1st- Ethnic Day
	10	4	5	6	7	8	9	10	4th Mahashivarathri	8th - 18th I Internal exam
	11	11	12	13	14	15	16	17		11th-15th IV Sem Industrial Visit, 11th-15th -Feedback
	12	18	19	20	21	22	23	24		21st- Submission of I Internal marks, 23rd- PT Meet, 23rd -Major Sandeep Unnikrishnan Birthday (Remembrance Day)
	13	25	26	27	28	29	30	31		25th-30th- IV Sem Guest Lecture, 26th - Outreach activity, 29th - Conference
APRIL	14	1	2	3	4	5	6	7	6th-Ugadi	1st-5th - Tarang
	15	8	9	10	11	12	13	14		8th- 13th- II Sem Industrial Visit, 10th - Outreach Activity
	16	15	16	17	18	19	20	21	19th Good Friday	15-18th -II Sem Guest Lecture, 18th- Earth day- Eco club Activity
	17	22	23	24	25	26	27	28		22nd-30th -Preparatory Exam
	18	29	30							
MAY	18			1	2	3	4	5	1st May Day	3rd-Photosession
	19	6	7	8	9	10	11	12	7th -Basavajayanthi	10th- Submission of final IA Marks, 11th- Graduation Day
	20	13	14	15	16	17	18	19		24th -26th- Remedial Classes
	21	20	21	22	23	24	25	26		
	22	27	28	29	30	31				

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Guest Lectures/Industrial Visits will be conducted subject to availability/convenience

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PREPARATORY EXAM TIME TABLE -OCTOBER 2018

DATE	TIMINGS	I BCOM	III BCOM	V BCOM	I BBA	III BBA	V BBA	I BCA	III BCA	V BCA
15.10.2018 MON	09:00-12:00	LANG	LANG	ED	LANG	LANG	EM	LANG	LANG	DCN
16.10.2018 TUE	09:00-12:00	ENG	ENG	IFRS	ENG	SSB	CAB	ENG	ENG	SE
17.10.2018 WED	09:00-12:00	FA	CA	IT	FA	CA	IM	C PROGRAM MING	OOPS	CA
22.10.2018 MON	09:00-12:00	IFS	FM	CM	BOE	HRM	MA	DE	OS	JP
23.10.2018 TUE	09:00-12:00	MSM	BE	AA/IFM/IBFM	QMB	BR	AFM/EWSS/CB	DM	FA	MPAL
24.10.2018 WED	09:00-12:00	CA	QABD	GST/GST/LAGI	MP	CE	FMS/SHRM/AM M	ES		B&F
25.10.2018 THU	09:00-12:00	IC	PR & CC	CDS	IC	BE	CDS		CDS	
26.10.2018 FRI	09:00-12:00		S&S			S&S				

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1ST INTERNAL EXAM TIME TABLE -AUGUST 2018

DATE	TIMINGS	I BCOM	III BCOM	V BCOM	I BBA	III BBA	V BBA	I BCA	III BCA	V BCA
02.08.2018 THU	02:30-03:40	LANG	LANG	ED	LANG	LANG	EM	LANG	LANG	DCN
03.08.2018 FRI	02:30-03:40	ENG	ENG	IFRS	ENG	SSB	CAB	ENG	ENG	SE
04.08.2018 SAT	02:30-03:40	FA	CA	IT	FA	CA	IM	C PROGRAMMING	OOPS	CA
06.08.2018 MON	02:30-03:40	IFS	FM	CM	BOE	HRM	MA	DE	OS	JP
07.08.2018 TUE	02:30-03:40	MSM	BE	AA/IFM/IBFM	QMB	BR	AFM/EWSS/CB	DM	FA	MPAL
08.08.2018 WED	02:30-03:40	CA	QABD	GST/GST/LAGI	MP	CE	FMS/SHRM/AMM	EPH		B&F
09.08.2018 THU	02:30-03:40	IC	PR & CC	CDS	IC	BE	CDS		CDS	
10.08.2018 FRI	02:30-03:40		S&S			S&S				



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1ST INTERNAL EXAM TIME TABLE -MARCH 2019

DATE	TIMINGS	II BCOM	IV BCOM	VI BCOM	II BBA	IV BBA	VI BBA	II BCA	IV BCA	VI BCA
12.03.2019 TUE	02:30-03:40	LANG	LANG	BR	LANG	LANG	IB	LANG	LANG	TC
13.03.2019 WED	02:30-03:40	ENG	ENG	PA	ENG	BRM	E-BUS	ENG	ENG	SP
14.03.2019 THU	02:30-03:40	AFA	ACA	IT	FA	MM	IT	DS	VP	CNS
15.03.2019 FRI	02:30-03:40	RM	CA	MA	QMB	FM	SM	DBMS	USP	WP
18.03.2019 MON	02:30-03:40	BLO	E-BUS	BT/PM/RM	OB	SM	IF/BM/OCD	NSM	OR	EI
19.03.2019 TUE	02:30-03:40	QABD	SCM	CM/IAA/MIP	POM	BRO	SCM/RM/CM	IC		
20.03.2019 WED	02:30-03:40	EPH	PEM	VE	EPH	CA	VE			
21.03.2019 THU	02:30-03:40		PD			PD				


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PREPARATORY EXAM TIME TABLE -MAY 2019

DATE	TIMINGS	H BCOM	IV BCOM	VI BCOM	II BBA	IV BBA	VI BBA	II BCA	IV BCA	VI BCA
02.05.2019 THU	09:00-12:00	LANG	LANG	BR	LANG	LANG	IB	LANG	LANG	TC
	12:45-03:45	EVS	PD	VE	EVS	PD	VE	IC	PD	CA&IT
03.05.2019 FRI	12:30-03:30	ENG	ENG	PA	ENG	BRM	E-BUS	ENG	ENG	SP
04.05.2019 SAT	12:30-03:30	AFA	ACA	IT	FA	MM	IT	DS	VP	CNS
06.05.2019 MON	12:30-03:30	RM	CA	MA	QMB	FM	SM	DBMS	USP	WP
08.05.2019 WED	12:30-03:30	BLO	E-BUS	BT/PM/RM	OB	SM	IF/BM/OCD	NSM	OR	
09.05.2019 THU	12:30-03:30	QABD	SCM	CM/IAA/MIP	POM	BRO	SCM/RM/CM			
10.05.2019 FRI	12:30-03:30		PEM			CA				


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BLUE BOOK

Name RAKSHITHA . L

Class B.COM IVth SEM [P&G] 2018-19.

Subject E - BUSINESS

School _____

MS

Date _____ Page _____

Assignment :- 1

Explain e-business models and State its advantages and disadvantages of e-business models.

MEANING OF E-BUSINESS :-

E-Business or Online business means business transaction that takes place Online with the help of the internet. The term e-business came into existence in the year 1996. E-business is an abbreviation for electronic business. The buyer and the seller don't meet personally. In today's world, we are exposed to various forms of e-business. Since its emergence, it has grown by leaps and bounds. Some predict that it may very soon overtake brick and mortar stores, we cannot ignore the immense role it plays in the current global economy.



MYNTRA.com

SNAPDEAL.com

amazon.com

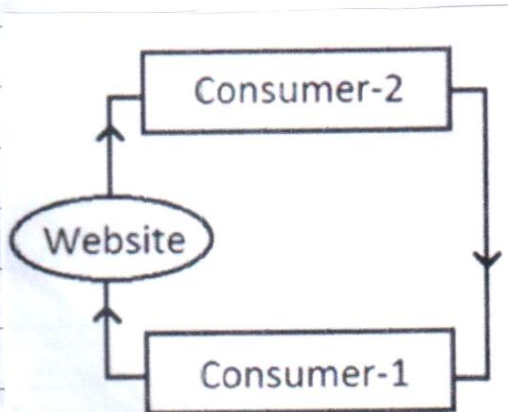
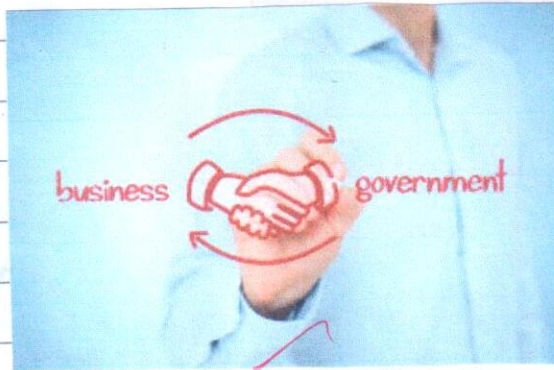
ShopClues.com

infibeam.com

cleartrip

flipkart.com

TYPES OF E-BUSINESS [e-business models]



i BUSINESS TO BUSINESS [B2B] :-

Business to Business, also called B to B or B2B, is a form of transaction between business, such as one involving a manufacturer and wholesaler, or a wholesaler and a retailer. Business to Business refers to business that is conducted between companies, rather than between a company and individual consumers.

ADVANTAGES :-

- 1) Movement of the supply chain manufacturing and procuring process.
- 2) Corporate process to deliver the right products and services quickly and costing less.
- 3) It is a global trade market.
- 4) It lowers the search costs and time for buyers.
- 5) It helps in reducing the marketing and sales cost.

DISADVANTAGES :-

- 1) Delay in delivery of the goods.
- 2) Some goods cannot be purchased online.
- 3) Unable to experience the product.
- 4) Security issues leading to credit card.
- 5) Inverted power structure.

ii BUSINESS TO CONSUMER [B2C]

Business to Consumer refers to the transactions conducted directly between a company and a consumer who are the end-users of its products or services. The business to consumer as a business model differs significantly from the business-to-business model, which refers to commerce between two or more businesses, while most companies that sell directly to consumers can be referred to as B2B companies, though it became immensely popular during the dotcom boom of the late 1990s, when it was used mainly to refer to online retailers, as well as other companies that sold products and services to consumers through the internet.

ADVANTAGES

- 1) Cheaper electronic transactions.
- 2) Expansion of marketplace to global proportions.
- 3) Greater customer loyalty through customized web pages and 1 to 1 marketing.
- 4) Expansion of niche marketing opportunities.
- 5) Direct communications with customers through web-site, resulting in better customer service.

DISADVANTAGES

- 1) Delay in receiving physical products, plus shipping.
- 2) In areas without high-speed internet service, slow download speeds.
- 3) Security and privacy concerns, especially with rise of phishing.
- 4) Inability to touch, feel, or even smell products prior to the purchase.
- 5) Unavailability of micropayments for purchase of small-cost products.

iii CONSUMER TO CONSUMER [C2C]

Customer to Customer (C2C) is a business model, whereby consumers can trade each other, typically, in an online environment. Two implementations of C2C market are auctions and classified advertisements. C2C marketing has soared in popularity with the arrival of the internet and companies such as e-bay, Et and Craigslist.

ADVANTAGES

- 1) Competitive Rates
- 2) No Vacancy fees
- 3) Extensive Marketing
- 4) Extended Hours available
- 5) On-Call 24 hour Maintenance Emergency

DISADVANTAGES

- 1) although online auctions allow one to display his or her products, there is often a fee associated with such exhibitions.
- 2) Websites may charge commission when products are sold
- 3) Scam artists often create sites with popular domain names such as "e-bay" in order to attract unknowing ebay customers. These sites ask for personal information including credit card number
- 4) illegal and restricted products and services have been found on auction sites. Anything from illegal drugs, pirated works have appeared on such sites.
- 5) No co-operation between buyer and seller.

iv CUSTOMER TO BUSINESS

Customer to business (C-B) is a business model where an end user or consumer makes a product or service that an organization uses to complete a business process or gain competitive advantage.

The C2B methodology completely transposes the traditional business-to-consumer (B2C) model, where a business produces services and products for consumer consumption.

ADVANTAGES

- 1) Targeting a vast and varied market
- 2) Appeal to a large number of consumers and
- 3) Specialize in selling to a niche group

DISADVANTAGE

- 1) Consumer base is large and segmented
- 2) You must determine who needs your product or service and get the attention of the consumer group that is most likely to be a prospective customer

v BUSINESS TO GOVERNMENT [B2G]

Business-to-government (B2G) is a business model that refers to business selling products, government agencies. B2G networks or models provide a way for bus to bid on government projects or products that governments might purchase or need for their organization. This can encompass public sector organization that p the bids. B2G activities are increasingly being conducted via the Internet through real-time bidding.

ADVANTAGES

1) The society is moving towards the mobile connections and the ability of an e-government service to be accessible to citizens irrespective of location throughout the country brings the next and potentially biggest benefit of an e-government service

2) The anticipated benefit of e-government include efficiency, improved services, better accessibility of public services, and more transparency and accountability

DISADVANTAGES :-

1) Hyper-surveillance :- Once the government begins to develop and become more sophisticated, the citizens will be forced to interact electronically with the government on a large scale

2) Cost :- Although large amount of money is spent on the development and implementation of e-government the outcomes and effects of trial internet-based governments are often difficult to gauge or unsatisfactory.

3) Inaccessibility :- An e-government site that provides web based access and support often does not offer the potential to reach many users including those who live in the remote areas, have low literacy levels and exist on poverty line incomes.

vi PEER-TO-PEER [P2P]

A peer to peer (P2P) economy is a decentralized model whereby two individuals interact to buy or sell goods and services directly with each other, without intermediary third-party, or without the use of a company of business. Buyer and the seller transact directly with each other.

Because of this, the producer owns both their tools (or means of production) their finished product.

ADVANTAGES

- 1) It is easy to install the configuration of computers on this network
- 2) All the resources and contents are shared by all the peers.
- 3) P2P is more reliable as central dependency is eliminated. Failure of one peer does not affect the functioning of other people.
- 4) There is no need for full time system administrator.
- 5) The overall cost of building and maintaining this type of network is comparatively very less.

DISADVANTAGES

- 1) In this network whole system is decentralized thus it is difficult to administer. One person cannot determine the accessibility setting of whole network.
- 2) Security in this system is very less. Viruses can easily be transmitted over this P2P.
- 3) Data recovery or back up is very difficult.
- 4) Lot of movies, music and other copyrighted files are transferred using this type of file transfer.

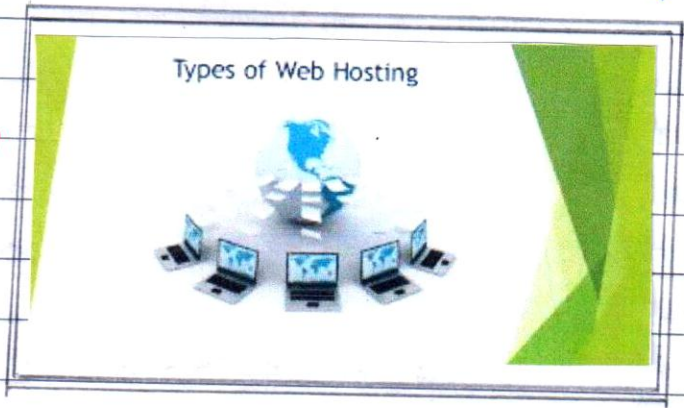
ASSIGNMENT - 2

What is Web Hosting ? Explain its types.

MEANING :-

Web hosting is a Service that allows organizations and individuals to post a Website on Web page onto the Internet. A Web host, or web hosting Service provider, is a business that provides the technologies and Services needed for the Website or webpage to be Viewed in the internet. Websites are hosted, or stored, on special Computers called Servers. When internet users want to View your Website, all they Connect to your Server and your Webpages will be delivered to them through the browser.

Most hosting Companies require that you own your domain in order to host with them. If you do not have a domain, the hosting Companies will be you purchase one.



TYPES OF WEB HOSTING :-

- a) Shared hosting
- b) Virtual private server (VPS) hosting
- c) Dedicated server hosting
- d) cloud hosting
- e) Managed hosting
- f) colocation

a) Shared Hosting :-

Perfect for entry-level website hosting. This is where your website will be stored on the same server as multiple other websites, that could be anywhere between hundreds or thousands of others.

All domains will share the same server resources, such as RAM (Random Access Memory) and CPU. Costs of this type of hosting will be comparatively low.

The trade-off is that you're sharing this with other users, so surges in usage can affect your website's user experience.

ADVANTAGES

It is cheaper.

It is easier to use.

It costs less compared to other hosting services.

DISADVANTAGES

If one site is busy it slows down other sites.

It is less flexible.

b) Dedicated Web Hosting :-

The client's applications do not share the server's resources with other user applications. The server uses the entire bandwidth. This option gives website owners the most control over the server that their website is stored on. The server is exclusively rented by you and your website is the only one stored on the server.

ADVANTAGES

Flexibility and customization.

Dedicated resources and guaranteed performance full control.

DISADVANTAGES

prior technical knowledge is required more expensive.

c) CLOUD WEB HOSTING

The term cloud is more of an electronic structure where data is stored where data is stored over many different computers and served up via a network connection typically the internet

The actual website data is spread out over a cluster of hard drives connected together

One physical server is divided into several independent virtual servers

ADVANTAGES

Highest level of website performance guaranteed by multiple machines
Website growth flexibility.

Lower pricing and generous features

Fewer websites occupy the same server

Freedom to configure the server

d) Colocation web hosting

This kind of web hosting is similar to the dedicated web hosting services but the user owns the server hosting company takes up and take care of the server

It consists of managed and unmanaged with managed colocation, the user pay for the server space and a hosting company will manage the server

ADVANTAGES

We will have full control of the web server

Environmental control such as constant temperature and humidity temperature

Uninterruptable power supplies backup

Large bandwidth

Around the clock physical security such as card entry and video monitoring of the facilities

ASSIGNMENT :- 3

Explain the Steps in Creating a Company in Tally

The following are the Steps in Creating a Company :-

Step :- 1

After login to Tally, double click on the option Create Company under Company Information. To create Company under Company Tally follow the navigation path

Gateway of Tally > Company Info > Create Company

Step :- 2

The Company Creation window displays on the screen

Step :- 3

On Company Creation screen, update the following details :-

a) Directory :-

It is a path where the Company data will be stored in System. By default, the Tally directory will be updated as c:\users\public\Tally\ERP9\ Data and you can change the path as per your requirement.

b) Name :-

Enter the name of Company that identifies in Tally ERP

Primary Mailing details :-

a) Mailing Name :-

The mailing name of Company will be automatically updated as per the given name of Company, however the mailing name can be changed as per requirement.

b) Address :-

Enter the complete address details of the Company.

c) Statutory Compliance for :-

Choose the Country name as India from the given list of Countries.

d) State :-

Choose the State from the given list of States.

e) Pin Code :-

Enter the pincode of Company, where it is located.

Contact details :-

a) Telephone No :-

Enter Company landline / Telephone number.

b) E-Mail :-

Enter the Company's e-mail id.

c) Mobile Number :-

Enter the mobile number for contacting.

a) Fax No :-

Enter the Fax Number

e) Website :-

Update the Official website address of Company

Books and financial Year details

a) Financial year from :-

Enter the financial year starting date, all Companies financial year start from 1st April and ends on 31st March. Tally considers the 12 Months from the date given for financial year. The financial year will be automatically displayed on tally system, if FY start in middle of year, you can specify the exact date from here

b) Books beginning from :-

Specify the books beginning date

Security Control :-

a) Tally Vault Password :-

By enhancing tally Vault password, the Company data, is secured in an encrypted form. The data is not accessible without the password. If you lost the password that will be not recorded.

b) Use Security Control :-

Enabling security control helps only authorized users are allowed to enter, edit/delete the vouchers on tally.

Base Currency Information :-

Base Currency Symbol

Formal Name : INR (Indian Rupee)

Suffix Symbol to Amount : No

Add Spaces between the amount and Symbol : Yes

Show amount in Millions : Yes

Number of decimal places : 2

Word representing amount after decimal :- paisa

Number of decimal places for amount in words :- 2

ASSIGNMENT :- 4

Explain different types of Vouchers and mention pre defined groups in Tally

Voucher is a written document in support of transaction. It is a proof that a particular transaction has taken place for the value stated in the voucher.

There are different types of Vouchers :-

- a) CONTRA VOUCHER (F4) :- Contra Voucher is for entering transactions between cash and bank accounts.
Eg :- When cash is withdrawn from bank and cash is deposited in the Bank.
- b) PAYMENT VOUCHER (F5) :- All payment related to payment transactions are recorded in payment voucher. Such payment can be towards purchase expenses, loans and advances given by us.
Eg :- Repayment
- c) RECEIPT VOUCHER (F6) :- All inflow of money is receivable is recorded through receipt voucher. Such receipts may be towards any income or from debtors.
- d) JOURNAL VOUCHER (F7) :- Journal Voucher is an adjustment voucher, used for cash transactions like adjustment between ledger account, provision for liabilities, depreciation are common examples of Journal Voucher.

e) SALES VOUCHER / INVOICE (F8) :- All sales transaction are entered in Sales Voucher. Press F8 at the Voucher entry Screen to make a Sales Voucher.

f) CREDIT NOTE VOUCHER :- If we want to activate the option, then use debit Credit notes for the Company Under "Company features". We can Select Voucher by clicking "Ctrl + F8" button. A Credit note is generally issued when a buyer returns some goods that we sold to buyer.

g) PURCHASE VOUCHER :- Any Purchase transactions are entered in Purchase Voucher. Press F9 at Voucher entry Screen to enter a Purchase Voucher. (F9)

h) DEBIT NOTE (Control + F9) :- Debit note is entered when we make Purchase return, that is when our Suppliers have granted Credit to us, we have to press Ctrl + F9

i) MEMO VOUCHER :- Memo Voucher is another provisional Voucher and the entries made using this Voucher would not affect our account. Tally does not post these entries to ledger but stores them in a separate 'Memo Register'. (Control + F10)

j) REVERSING JOURNAL (F10) :- Reversing Journal are special journal that are automatically reversed after a specified date.

k) POST DATED VOUCHER (Ctrl + T) :- While entering Vouchers, we can mark as post dated. These Vouchers would be activated on future date.

PRE-DEFINED Groups IN TALLY

A group is a collection of ledgers with similar transaction. Tally provides set of 28 pre-defined groups under which ledgers can be classified i.e. 15 primary groups and 13 subgroups :-

PRIMARY Groups [15]	SUB Groups [13]
Branch / divisions	Bank Account
Capital account	Bank overdraft Account
Current Asset	Cash in hand
Current liability	Deposits (ASSET)
Direct Expenses	Duties and taxes
Direct Incomes	loans and advances (ASSET)
Fixed asset	Provisions
Indirect Expenses	Reserves and Surplus
Indirect Income	Secured loan
Investments	stock in hand
loans (liability)	Sundry Creditors
Miss. expenses (ASSET)	Sundry debtors
Purchase account	Unsecured loans
Sales account	
Suspense Account	

ASSIGNMENT :- 5

Explain the basic reports to be taken in Tally.

A report is an written statement based on collection of facts, event and opinions and usually expresses a summarised and interpretative value the information.

Basic reports in tally :-

Balance sheet

Profit and loss A/c

Trial Balance

Day Book

BALANCE SHEET :-

Balance sheet is a Statement of Asset and liabilities of a concern for a period which is prepared to know the financial position or net worth at given point of time.

To view the Balance sheet

Go to Gateway of Tally > Display > Balance sheet

The Balance sheet appears on the screen

press F12 to Configure the Balance sheet, as required

press Control +A to accept

PROFIT AND LOSS ACCOUNT :-

It is prepared to determine the operational position of the business concern

It is the statement of revenue earned and expenses incurred for earning the

income.

To View Profit and loss A/c .

Go to Gateway of Tally > Reports > Profit & loss A/c
press Alt + F1 to view detailed P/L A/c

Displaying Profit and loss A/c

You can view the Profit and loss A/c details in Tally ERP 9 for a specified period.

To view the Profit and loss A/c

Go to Gateway of Tally > Display > Profit & loss A/c

Click F1 :- Detailed to view the Profit & loss A/c. The Profit and loss A/c appears on the screen.

The Profit and loss A/c is generated and updated immediately from the date of opening of books till the date of the entry.

press F2 : period to change the period as required.

TRIAL BALANCE :-

A trial Balance is a summary of all ledger balances, and helps in checking whether the transactions are correct and balanced. If journal entries are error-free and posted correctly to the general ledger, the total of all debit balance should be equal to the total of all credit balance.

To view the trial Balance

Go to Gateway of tally > Display > trial Balance

The trial Balance appears on the screen.

press F12 to configure the trial balance, as required.

Note :- As per accounting principles, the trial balance does not display the closing stock.

press control + A to accept

WORKING WITH DAY BOOK REPORT

In tally ERP 9 by default the day Book display the last date - appears on top right corner. However you can alter the date as per your requirement by clicking F2 - period.

→ Go to gateway of Tally > Display option in the Gateway of tally menu the Display menu appears

→ click on Day book option in the Display menu.

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BENGALURU NORTH UNIVERSITY

Tamaka, Sri Devraj Urs Extension, Kolar, 563103

College : [7657] New Horizon College, Mahadevapura

Subjectwise I.A. Marks List

Degree : [BBA1] - Bachelor of Business Administration

I Semester Examination NOVEMBER 2018

Subject : A0011 - English, I.A, Max. Marks: 30

Status : FREEZED (READY TO SEND TO EXAMINATION SECTION)

Sl.No.	Reg. No.	Name	Marks	Remarks
1	B1821001	A R RAMYA SHREE	028	Twenty Eight Only
2	B1821002	ABHISHEK PATEL A	026	Twenty Six Only
3	B1821003	AHSAN ABUBACKER	015	Fifteen Only
4	B1821004	AISHWARYA S KUMAR	028	Twenty Eight Only
5	B1821005	AKASH KUMAR MAITY	028	Twenty Eight Only
6	B1821006	Akhil K	028	Twenty Eight Only
7	B1821007	ALAHARI SHRIYA	026	Twenty Six Only
8	B1821008	AMBAVARAPU RAM CHARAN REDDY	020	Twenty Only
9	B1821009	AMITH D	024	Twenty Four Only
10	B1821010	ANADYA PURI	015	Fifteen Only
11	B1821011	ANAND A S	020	Twenty Only
12	B1821012	ANANYA KHURANA	026	Twenty Six Only
13	B1821013	ANEESH B	026	Twenty Six Only
14	B1821014	ANISH SARAF	027	Twenty Seven Only
15	B1821015	ANJALI KUMARI A	028	Twenty Eight Only
16	B1821016	ANKITA SHREE	026	Twenty Six Only
17	B1821017	ANUSHA S KUMAR	026	Twenty Six Only
18	B1821018	ARBAZ KHAN	025	Twenty Five Only
19	B1821019	ARCHANA A	028	Twenty Eight Only
20	B1821020	ARSHIYA ZOHA	026	Twenty Six Only
21	B1821021	B NACHIKETHA	015	Fifteen Only
22	B1821022	B NIVEDITHA	029	Twenty Nine Only
23	B1821023	BHARATH M V	027	Twenty Seven Only
24	B1821024	BHAVYA S	025	Twenty Five Only
25	B1821025	BHUVAN J REDDY	029	Twenty Nine Only
26	B1821026	C ARJUN	025	Twenty Five Only
27	B1821027	CHALLA PRANAY KUMAR	024	Twenty Four Only
28	B1821028	CHANDAN B	022	Twenty Two Only
29	B1821029	CHANDINI G	028	Twenty Eight Only
30	B1821030	CHANDINI M	028	Twenty Eight Only
31	B1821031	CHARAN J	027	Twenty Seven Only

Date : 22/11/2018

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Sl.No.	Reg. No.	Name	Marks	Remarks
32	B1821032	CHERIE UTHAIAH T	028	Twenty Eight Only
33	B1821033	CETHAN M	022	Twenty Two Only
34	B1821034	CHINNAPPA M R	020	Twenty Only
35	B1821035	CHINNI PAVAN	024	Twenty Four Only
36	B1821036	CHIRAG REDDY B	025	Twenty Five Only
37	B1821037	CHITIRALA NITESH BABU	022	Twenty Two Only
38	B1821038	D SAI SANDRIKA	026	Twenty Six Only
39	B1821039	DAKSHAYANI S	026	Twenty Six Only
40	B1821040	DEESHANTH L	020	Twenty Only
41	B1821041	DHANUSHREE J	020	Twenty Only
42	B1821042	DIVYA H V	028	Twenty Eight Only
43	B1821043	DRUTHI A REDDY	002	Two Only
44	B1821044	DUVVURU RISHITH REDDY	020	Twenty Only
45	B1821045	ENNAMURI VENKATA LAKSHMI SUMA	029	Twenty Nine Only
46	B1821046	G V S SRUTHI	026	Twenty Six Only
47	B1821047	GADAMSETTY LIKHITA	029	Twenty Nine Only
48	B1821048	GAFIRA S	029	Twenty Nine Only
49	B1821049	GAGAN VARATH	020	Twenty Only
50	B1821050	GANESHAN P	020	Twenty Only
51	B1821051	GANGANAPALLI HARSHAVARDHAN	021	Twenty One Only
52	B1821052	GARJALA VENKATA NAGA SAI PAVAN	022	Twenty Two Only
53	B1821053	GARY A ROZARIO	028	Twenty Eight Only
54	B1821054	GEMBEERAM RAJ KUMAR	020	Twenty Only
55	B1821055	GOGULA RAJESH	020	Twenty Only
56	B1821056	HARI KRISHNA	022	Twenty Two Only
57	B1821057	HARISH KUMAR R	024	Twenty Four Only
58	B1821058	HEMANT OLA	020	Twenty Only
59	B1821059	HEMANTH G	020	Twenty Only
60	B1821060	HRITHIK R	024	Twenty Four Only
61	B1821061	IMMIDICHETTY SASHANK	024	Twenty Four Only
62	B1821062	JALIPARTHI VENKATA VAMSI	022	Twenty Two Only
63	B1821063	JYOTSNA B GERA	028	Twenty Eight Only

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Sl.No.	Reg. No.	Name	Marks	Remarks
64	B1821064	K SREEJA REDDY	022	Twenty Two Only
65	B1821065	KANKANA MAZUMDAR	028	Twenty Eight Only
66	B1821066	KARTHIK G	026	Twenty Six Only
67	B1821067	KAVYA SHREE	028	Twenty Eight Only
68	B1821068	KIKRUKHRIELIE CHRISTOPHER	015	Fifteen Only
69	B1821069	KIRAN B	026	Twenty Six Only
70	B1821070	KIRAN SAGAR K V	022	Twenty Two Only
71	B1821071	KIRAN V	020	Twenty Only
72	B1821072	KISHORE C RATHOD	024	Twenty Four Only
73	B1821073	KONDURU PREMA SAI RAJU	022	Twenty Two Only
74	B1821074	KOWSHIK J A	024	Twenty Four Only
75	B1821075	KRITIKA KASHYAP	022	Twenty Two Only
76	B1821076	KRUPA B G	027	Twenty Seven Only
77	B1821077	LATHA PRIYA D	028	Twenty Eight Only
78	B1821078	LEBAKA HARIKA	026	Twenty Six Only
79	B1821079	LHOUVIZO FAUSTIN BELHO	015	Fifteen Only
80	B1821080	LOHITH D Y	022	Twenty Two Only
81	B1821081	MAC BRAYAN	026	Twenty Six Only
82	B1821082	MADA VAMSI KRISHNA	024	Twenty Four Only
83	B1821083	MADHUMITA G	024	Twenty Four Only
84	B1821084	MALLU SAILUSHA	025	Twenty Five Only
85	B1821085	MANASA RAVINDRA REDDY	026	Twenty Six Only
86	B1821086	MANGIPUDI ANIRUDH	015	Fifteen Only
87	B1821087	MANISH J	026	Twenty Six Only
88	B1821088	MANNEMALA SAI SUJITH REDDY	025	Twenty Five Only
89	B1821089	MEGHANA A	026	Twenty Six Only
90	B1821090	METTU JANAKI RAMI REDDY	022	Twenty Two Only
91	B1821091	MILAN A	015	Fifteen Only
92	B1821092	MILTON J KALAN	015	Fifteen Only
93	B1821093	MOHAMMED HABIBUR RAHMAN	015	Fifteen Only
94	B1821094	MOHAN KUMAR K R	020	Twenty Only
95	B1821095	MONICA S	020	Twenty Only

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