



ST. XAVIER'S COLLEGE, MAPUSA GOA

Report of Activity conducted in the Academic Year 2025-26

Name of Activity	CERTIFICATE COURSE IN TALLY PRIME GST
Date/ Duration	Date: March 2026 Duration: 30 Hours
Venue	Skills World
Name of organizing Department/Cell	Department of Commerce,
In collaboration with	
Name/s of Faculty Co ordinator	Mr Carmelito Dsouza and Ms. Swizel Alphonso
Stratum of Event	College
Name & details of Resource Person/s If any	Ms Rashi Shirodkar (Master Trainer)
Report	The Department of Commerce of St. Xavier's College, in association with Skills World, successfully conducted a Certificate Course in Tally Prime GST. The course was designed to equip students with practical knowledge of accounting software and taxation systems, thereby enhancing their employability and technical competence in the field of commerce. This 30 Hours course conducted during March 2026 aimed to provide hands-on training in accounting using Tally Prime, develop practical understanding of GST compliance and build competency in handling real-world accounting and taxation scenarios. A total of 04 students from the Department of Commerce participated in the course. The resource person for the course was Mrs. Rashi Shirodkar from Skills World and Programme coordinators were Mr. Carmelito Dsouza and Ms. Swizel Alphonso (Faculty, Department of Commerce). The Course covered the following contents: a) Problems on Accounts and Inventory: This module focused on practical accounting concepts using Tally Prime, including recording transactions such as purchases, sales, receipts, and payments. Students were trained in creating and managing ledgers, vouchers, and groups. In addition, inventory management was covered, where students learned to maintain stock items, units of measurement, and stock groups. Practical problems enabled them to understand stock valuation, tracking inventory levels, and integrating inventory with accounting records. b) Practical Problems on GST: Under this component, students were introduced to the Goods and Services Tax (GST) framework within Tally Prime. They learned to configure GST settings, create GST-compliant invoices, and apply appropriate tax rates (CGST, SGST, IGST). Practical exercises helped students understand tax calculations, input tax credit, and handling different types of transactions such as intra-state and inter-state supplies. c) Filing of GST Returns: GSTR-1, GSTR-2 and GSTR-3B: Students were provided hands-on training in preparing GST returns using Tally Prime. Students learned how to generate data for GSTR-1 (outward supplies), GSTR-2 (inward supplies), and GSTR-3B (summary return). Students were also introduced to the process of exporting data for submission on the GST portal.

	d) Generation of Financial Reports in Tally Prime: Students were trained to generate and interpret key financial statements using Tally Prime. This included the preparation of Profit and Loss Account, Balance Sheet, Cash Flow Statements, and various ledger reports. e) Calculation of TDS for Companies: This section covered the concept and practical application of Tax Deducted at Source (TDS) using Tally Prime. Students learned how to configure TDS settings, create relevant ledgers, and record transactions involving TDS deductions. Practical problems helped them understand the calculation of TDS for different types of payments, ensuring compliance with statutory requirements applicable to companies.
Brochure/ Poster	NA
Photographs	https://xavierscollegegoa.ac.in/wp-content/uploads/2026/09/images-of-CERTIFICATE-COURSE-IN-TALLY-PRIME-GST.pdf
List of Participants with signatures	4 students From Commerce Department
Certificate	NA