

# Certificate In Foundation of Financial Accounting

## Course Details



Ready to master the language of business? Our course is your passport to financial fluency. Learn the art of bookkeeping, from recording transactions to crafting powerful financial statements. You'll dive deep into accounting concepts, transforming you from a number novice to a financial wizard. Gain practical skills, boost your career, and make informed business decisions. It's time to turn your financial knowledge into a powerful tool!

Are you ready to take control of your financial future?

## Syllabus & Skills covered (120 hours)



- Grasp the fundamentals of accounting, including double-entry bookkeeping.
- Transaction Identification & Recording: Learn how to identify and record financial transactions accurately.
- Financial Statements: Understand the purpose and preparation of key financial statements like Income Statement and Balance Sheet.
- Explore common accounting methods and best practices for managing financial data.
- Learn how to create budgets and analyze financial ratios to assess a company's performance.
- Create and manage accounts, inventory items, and other financial elements within Tally.ERP 9.
- Effectively manage inventory by setting up stock groups, categories, and handling stock items with proper configuration.
- Master different voucher types in Tally.ERP 9 to record various accounting and inventory transactions.
- Utilize advanced features for complex transactions like bill-wise details, multi-currency accounting, and zero-valued entries.

## Career Opportunities



- **Accounting Assistant**
- **Inventory Control Clerk**
- **Junior Financial Analyst**
- **Data Entry Clerk**
- **Junior Tax Associate**
- **Tally Operator**



Find your nearest center