

Diploma in Computer Application (Finance)

Course Syllabus :

Module (1) Advance Basic + (RS-CIT/CCC)

- (a) MS Office 2019 (WORD, Adv. EXCEL, POWERPOINT)
- (b) Typing (HINDI, ENGLISH)
- (c) Internet
- (d) Microsoft Windows

Module (2) Financial Accounting + (RS-CFA)

- (a) Tally + GST
- (b) Tally Prime

Module (3) English Spoken