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PROFESSIONAL COURSE IN ADVANCED FINANCIAL ACCOUNTING WITH FINANCIAL DATA ANALYSIS

COMPUTER BASICS AND ADVANCE EXCEL WITH VBA

- MS Word and MS PowerPoint
- MS Excel and Advance Excel
- If and nested if formulas with AND, OR functions
- Sumifs, Countifs, Maxifs, Minifs, Average ifs
- Dsum, Dmax, Dmin, Daverage, Dcount, Sumproduct
- Lookup formulas and Index match formula
- Interest calculation (PMT, IPMT, PPMT)
- Text and Date functions
- Filtering and Sorting (Adv Filtering) and Conditional Formatting
- Graphs, Pivot Table and Pivot Chart
- What if analysis, Goal Seek
- Forecasting using Formula and Sheet
- Data Validation, Macros and Printing using different format
- Power Query in excel
- VBA (Visual Basics for Excel) – Coding, Selecting data, Data Type, Variable, Loop, Forms Creation.

POWER BI FOR DATA ANALYSIS

- Introduction to Power BI desktop and Installation power BI desktop
- Connecting datasheet, Excel, CSV, Web, SQL
- Transformation basic and Power query editor
- Filtering, sorting, removing duplicate, Merging and appending queries
- Column splitting, formatting and create custom columns
- Relationship between tables, Primarykeys and foreign keys
- Star vs snowflakes schema and Creating data model
- Calculate columns vs measures
- Introduction to DAX, Dax functions and Time intelligence Functions and more...
- Building dashboard using charts, maps, tables, slicers
- Conditional formatting and filters and drill throughs
- Custom visuals from Marketplace
- Sales data analysis Financial KPI
- HR and Employee data insights
- HR analytics Dashboard and Sales Dashboard creation

INTRODUCTION TO DATABASE WITH MS ACCESS AND MYSQL

- Introduction to Database with MS Access and MYSQL
- Data types and Constraints, Primary key and Foreign key concepts
- Creating Tables, Changing and Updating tables
- Inserting data inside tables, Updating data and Deleting records
- Selecting record from table using where clause using different operators
- Wild card Searching using Like Operator
- Aggregate function SUM, AVG, MIN, MAX, COUNT
- Group by clause with having and sub querying a Table
- Table joining – Inner, Outer, Left, Right, Union
- String functions – Substr, Len, Upper, Lower, Concat

BUSINESS CONCEPTS

- Report Making and understanding MIS fundamentals
- MIS – Manage and Analyze Business Data

FINANCIAL ACCOUNTING

CERTIFICATE COURSE IN BUSINESS ACCOUNTING

- Essentials of Business & Accountancy
- Company & Group Creation
- Ledger Creation & Voucher entry
- Trail balance, Depreciation
- Financial statement
- Concept of cost and inventory accounting
- Cost and inventory accounting
- Balance sheet
- Profit and loss account
- Day book and cash/fund flow
- Accounting & Order voucher
- Stock summary
- Invoice printing

CERTIFICATE COURSE IN TAXATION (Adv. Accounting)

- TDS entry and adjustment
- TCS entry and adjustment
- Payroll voucher and entry
- Pay Head voucher & Entry
- Pay Slip Generation
- Cheque printing & BRS
- Debit and credit note
- Stock Journal & Manufacturing Journal
- Post-dated voucher
- Ratio analysis & Statutory Report
- Income tax return
- Vat Entry

CERTIFICATE COURSE IN GST

- Introduction to GST
- Supply, invoicing
- Input Credit
- GST Returns
- Types of GST Return (GSTR1, GSTR3B, GSTR9 using offline tool)
- Input Service Distributor