



V.S.R. GOVERNMENT DEGREE & P.G. COLLEGE

MOVVA-521135, KRISHNA DISTRICT, ANDRHA PRADESH

NAAC Accredited with "A" Grade (3.01 CGPA)

ISO 9001:2015, 14001:2015, 50001:2011 Certified Institution

(Affiliated to Krishna University)



Email Id: gdcjkc.movva@gmail.com

Mobile: 9948121714

Phone No: 08671 252451

Website: www.gdcmovva.ac.in

1.2.1 Details of Certificate/Value added Courses

Online Short Term Skill Training Course on IIT-Bombay Spoken Tutorial

Name of Certificate Programme: **Front Accounting**

| S. No | Contents in Document | Page No |
|-------|--|---------|
| 1 | Curriculum | 2-5 |
| 2 | Students Attendance | 6 |
| 3 | Model Certificates | 7 |
| 4 | Online Assessment procedure & Evaluation Reult | 8-9 |



भारतीय प्रौद्योगिकी संस्थान मुंबई
पवई, मुंबई-400 076, भारत
Indian Institute of Technology Bombay
Powai, Mumbai-400 076, India

दूरभाष/Phone : (+91-22) 2572 2545
फैक्स/Fax : (+91-22) 2572 3480
वेबसाइट/Website : www.iitb.ac.in

Syllabus IIT Bombay Certification under the Spoken Tutorial Project

Course Name: **Front Accounting**

Credit Hours: 30

Basic Level

1. Overview of Front Accounting

- Introduction to Front Accounting
- Prerequisites for learning Front Accounting
- OS and FrontAccounting version used
- Features of FrontAccounting
- Who can use FrontAccounting?
- Glimpse of Spoken Tutorials available on FrontAccounting
- Future tutorials in FrontAccounting
- About Spoken Tutorial project
- About Spoken Tutorial workshops
- Timed discussion forum of Spoken Tutorials

2. Installation of FrontAccounting on Linux OS

- Installation FrontAccounting on Linux OS
- System prerequisites for installation
- Demonstration on how to install XAMPP on Linux
- Start the XAMPP services
- Download FrontAccounting software
- Move the folder account into the web server's root directory
- Create Users and Database for FrontAccounting
- Steps to follow to do the installation
- Login to the FrontAccounting interface
- Additional Reading material for solutions if port error in XAMPP services
- About Spoken tutorial project

3. Installation of FrontAccounting on Windows OS

- Installation FrontAccounting on Windows OS
- System prerequisites for installation
- Demonstration on how to install XAMPP on Windows
- Start the XAMPP services

- Download FrontAccounting software
- Move the folder account into the web server's root directory
- Create Users and Database for FrontAccounting
- Steps to follow to do the installation
- Login to the FrontAccounting interface
- Additional Reading material to resolve Port error in XAMPP services
- About Spoken tutorial project

4. Setup in FrontAccounting

- Various modules in setup
- Create our own Organization or Company
- How to add home currency?
- What is fiscal year?
- About fiscal year setup
- Update Company setup
- Increase the Login timeout option
- New user accounts Setup
- Setup access permission
- How to change the date format?

5. Banking and General Ledger in FrontAccounting.

- Various modules in Banking and General Ledger
- About Charts of Accounts
- Why we need GL Accounts, Groups and Class?
- How to create new GL Class?
- About Class ID and Class Name
- List of various Class types
- List of various Class names
- How to create new GL Groups?
- Demonstration of adding Unique ID
- How to create new GL Accounts?

6. Journal Entry and Balance sheet in FrontAccounting

- Various modules in Banking and General Ledger
- How to introduce capital in the business?
- Example for journal entry
- Process journal entry
- View the journal entry
- Enter a new journal entry
- Reference number for each journal entry
- How to add an attachment for the journal entry
- Balance sheet Drill down option

- How to void a transaction?

7. Items and inventory in FrontAccounting

- Various modules in Items and inventory
- What are items and inventory?
- How to set units of measure?
- How to set the Item Categories for items?
- Default Item categories in FrontAccounting
- Add a new Item category for Finished Goods
- Add a new Item for Finished Goods
- Assign sales prices to individual sales item
- Different Item types
- Different Sales types

8. Taxes and Bank Accounts in FrontAccounting

- About Taxes and Bank Accounts
- How to add GST and Service tax for a company?
- About Sale and Purchase GL Account for tax
- How to add new GL Account for service tax?
- Set up a Bank Account for the company
- Set Current account and Petty Cash account details
- Deposit amount in the company's Bank Account
- View the GL postings for the Deposit
- How to transfer petty cash
- Reconcile the Bank Account

9. Setup for Sales in FrontAccounting

- About Sales
- How to Setup Sales
- Different type of Sales Types
- How to add Sales Person and Sales Areas
- About Provision and Turnover Break point Level
- About Customers
- Add and Manage Customers
- To check whether default branch is added or not
- Customer Branch
- About Mailing address and Billing address for customer

10. Place Sales Order in FrontAccounting

- Enter the sales quotation entry for a customer
- Sales order inclusive of GST
- About shipping charges
- Place Quotation

- Make Sales Order against the Quotation
- Place Order
- Make delivery against the order
- Process dispatch
- Sales Order Inquiry
- Customer Payment

11. Purchase and Reports in FrontAccounting

- Various modules under Purchases
- Add new supplier
- Purchase Order Entry
- Place Order
- Receive Items on the Purchase Order
- Process Receive items
- Purchase invoice for the receival
- Supplier payment for the invoice
- Payment Process
- Various reports related to the transactions

For and On behalf of
Spoken Tutorials,
Indian Institute of Technology, Bombay

Akanksha Saini



Mrs. Akanksha Saini
National Coordinator
Spoken Tutorial Project, IIT Bombay

AY: 2020-21

SPOKEN TUTORIAL EXAM RESULT STATUS III B.COM (C.A)

| S.NO | First Name | Last Name | Email Id | Score |
|------|---------------|--------------------|-------------------------------------|---------------------|
| 1 | ALLADISETTI | SRILAKSHMIPRASANNA | prasanna200138@gmail.com | 46.2% - Certificate |
| 2 | CHAPPIDI | ARCHANA | ch.archana1731@gmail.com | 42.3% - Certificate |
| 3 | CHIGURUPALLI | BHUNAVESWARI | bhuvanachigurupalli@gmail.com | 42.3% - Certificate |
| 4 | GONTHUPULI | RAMYA | gonthupuliramya@gmail.com | 46.2% - Certificate |
| 5 | KARRA | SIREESHA | pasik9054@gmail.com | 57.7% - Certificate |
| 6 | PEDASANAGANTI | GANGABHAVANI | gangabhavanipedasanaganti@gmail.com | 53.8% - Certificate |
| 7 | VEMULAMADA | SUBHASHINI | subhashini1621@gmail.com | 50.0% - Certificate |
| 8 | MOHAMMED | RAZAALI | saqlainrazamsa110@gmail.com | 46.2% - Certificate |
| 9 | ORUGANTI | RAMADURGAPRASAD | orugantiram009@gmail.com | 46.2% - Certificate |
| 10 | LANKAPALLI | NAVEESH | lankapallinaveesh123@gmail.com | 46.2% - Certificate |
| 11 | BETHALA | BALAVENKATANAGESH | bethalanagesh32@gmail.com | 50.0% - Certificate |
| 12 | VASI | HARSHAVARDHAN | harshavardhanvasi@gmail.com | 42.3% - Certificate |
| 13 | KAMBHAM | RANJITH | kambhamranjith@gmail.com | 50.0% - Certificate |

Front Accounting
2-4-7.

NOTE: The studnets who have not attempted the exam register again with valid email with the help of JKC Monitoring cell & the students who have qualified receive certificates

J. Kalpana
signature of the JKC Coordinator
J.K.C. Co-Ordinator
V.S.R. Government
Degree & PG College, Mowla

pass
13fail
NIL



Spoken Tutorial
Project at
IIT Bombay

Certificate for the Completion of FrontAccounting-2.4.7 Training

This is to certify that **GONTHUPULI RAMYA** has successfully completed **FrontAccounting-2.4.7** test organized at **Government Degree College Movva** by **VSRGDC MOVVA** with course material provided by the Spoken Tutorial Project, IIT Bombay. Passing an online exam, conducted remotely from IIT Bombay, is a pre-requisite for completing this training.

DEVARAPALLI suresh from **Government Degree College Movva** invigilated this examination. This training is offered by the Spoken Tutorial Project, IIT Bombay.

Credits: 1 Score: 46.15%

January 27th 2021


Prof. Kannan M Moudgalya
IIT Bombay

Credits for the Spoken Tutorial courses are based on our estimates of the work required to complete them. Recipient institutions are required to apply due diligence and get them ratified/modified by their own duly formed academic/assessment body. Spoken Tutorial is a project at IIT Bombay, started with funding from the National Mission on Education through ICT, Ministry of Education (previously MHRD), Govt. of India.



Instruction For Participants for Taking the Test

Procedure to be followed by the Participants/Students for taking the Online Test



Steps for taking the Test:

Step 1:

- Login to the Student Dashboard (<http://spoken-tutorial.org/participant/login/>), Go to 'Ongoing Test' and click 'Enroll', The invigilator will mark the Attendance for you.

Step 2:

- Please refresh your browser screen after the invigilator marks your attendance, click 'Enter into Test' in the Ongoing test tab. It will take you to a new window (Spoken Tutorial Online Test Center).

Step 3:

- After you enter your Username and Password, you will see the Homepage where you will get the list of Tests available for various FOSS / Courses. Click on the Test which you want to give.

(Note: Read the instructions which appear on the screen.)

Step 4:

- Click on "Attempt Quiz Now". Then click on "Start Attempt".

Step 5:

- At the end of the test, click on "Finish attempt" in the Quiz Navigation Panel. You will get to see "Summary of Attempts".
- It will also show if you missed any questions. You can click on "Return to attempts" or you can go back and attempt by clicking on the particular question number.

Step 6:

- Confirm by clicking on "Submit All and Finish" once you have completed the test.
- You will get your test score on the spot.

Note:

- Duration of the test will be between **20 mins to 45 mins**, depending on the FOSS selected for the Test.
- Answer all the questions, don't leave out any.
- Please note that you will be able to view the certificate only on scoring **40% or above**.
- Login with your Username and Password in the 'Participant Dashboard' for **downloading the Certificates**.
- Participants who don't pass in the Test, will get a chance to re-attempt the Test after a gap of **15 days**.

AY: 2020-21

SPOKEN TUTORIAL EXAM RESULT STATUS III B.COM (C.A)

| S.NO | First Name | Last Name | Email Id | Score |
|------|---------------|--------------------|-------------------------------------|---------------------|
| 1 | ALLADISETTI | SRILAKSHMIPRASANNA | prasanna200138@gmail.com | 46.2% - Certificate |
| 2 | CHAPPIDI | ARCHANA | ch.archana1731@gmail.com | 42.3% - Certificate |
| 3 | CHIGURUPALLI | BHUNAVESWARI | bhuvanachigurupalli@gmail.com | 42.3% - Certificate |
| 4 | GONTHUPULI | RAMYA | gonthupuliramya@gmail.com | 46.2% - Certificate |
| 5 | KARRA | SIREESHA | pasik9054@gmail.com | 57.7% - Certificate |
| 6 | PEDASANAGANTI | GANGABHAVANI | gangabhavanipedasanaganti@gmail.com | 53.8% - Certificate |
| 7 | VEMULAMADA | SUBHASHINI | subhashini1621@gmail.com | 50.0% - Certificate |
| 8 | MOHAMMED | RAZAALI | saqlainrazamsa110@gmail.com | 46.2% - Certificate |
| 9 | ORUGANTI | RAMADURGAPRASAD | orugantiram009@gmail.com | 46.2% - Certificate |
| 10 | LANKAPALLI | NAVEESH | lankapallinaveesh123@gmail.com | 46.2% - Certificate |
| 11 | BETHALA | BALAVENKATANAGESH | bethalanagesh32@gmail.com | 50.0% - Certificate |
| 12 | VASI | HARSHAVARDHAN | harshavardhanvasi@gmail.com | 42.3% - Certificate |
| 13 | KAMBHAM | RANJITH | kambhamranjith@gmail.com | 50.0% - Certificate |

Front Accounting
2-4-7.

NOTE: The studnets who have not attempted the exam register again with valid email with the help of JKC Monitoring cell & the students who have qualified receive certificates

J. Kalpana
signature of the JKC Coordinator
J.K.C. Coordinator
V.S.R. Government
Degree & PG College, Mowla

pass
13fail
NIL