



**RPS DEGREE COLLEGE**



Under the aegis of RPS Education Society, M/Garh

## National Workshop

on

Introduction to Tally Prime and Taxation Law:  
Setting the Foundation for Seamless Integration

**04-05 February, 2025**

*organized by:*

**DEPARTMENT OF COMMERCE**

**RAO PAHLAD SINGH DEGREE COLLEGE, MAHENDERGARH**

*in collaboration with*

**BHD INSTITUTE OF TECHNICAL STUDIES**



[www.rpsdegreecollege.edu.in](http://www.rpsdegreecollege.edu.in)

### Workshop Overview:

In today's fast-paced business environment, effective accounting practices and accurate tax filing are essential for business success. The Goods and Services Tax (GST) regime has revolutionized tax administration and has significantly impacted business operations. Tally Prime, a widely used accounting software, offers an integrated platform that simplifies GST compliance for businesses. This workshop aims to provide participants with a comprehensive introduction to Tally Prime, its GST features, and how they can streamline accounting, invoicing, and GST filing processes.

### Objective of the Workshop::

The primary objective of this workshop is to equip students, accountants, and budding entrepreneurs with the necessary skills to efficiently manage accounting and GST compliance using Tally Prime. The workshop will focus on the following key areas:

- Understanding the fundamentals of Tally Prime and its core features.
- Exploring the integration of GST with Tally Prime for smooth tax management.
- Setting up GST parameters in Tally Prime for accurate invoicing and returns filing.
- Understanding how Tally Prime helps businesses comply with GST regulations.

### About the RPS Degree College:

RPS Degree College, established in 2012 under the RPS Education Society, has rapidly gained recognition in Haryana for its academic excellence, sports achievements, and extracurricular activities. Nestled in the picturesque Aravalli Hills, the college offers a diverse range of programs, including B.A., B.Sc. (Pass Course), B.Sc. Honors (Physics, Chemistry, Mathematics, Zoology & Botany), B. Com, M.Sc. (Physics, Mathematics, Chemistry, Botany, Zoology, Geography), and M.Com.

With a highly qualified faculty, modern laboratories, and a commitment to holistic student development, RPS Degree College prepares students to excel both in India and abroad. The college is dedicated to providing quality education and nurturing talent, ensuring students are ready to contribute effectively to society and their chosen professions.

### Workshop Structure:

The workshop will be conducted over two days and will include theoretical discussions, practical demonstrations, and hands-on sessions. The schedule will cover the following areas:

### Target Audience:

This workshop is designed for:

- Students of the Department of Commerce who are looking to understand the basics of accounting and GST compliance.

### Learning Outcomes:

By the end of this workshop, participants will:

- Have a strong foundational understanding of Tally Prime and its integration with GST.
- Be able to set up and configure GST in Tally Prime for their business needs.
- Gain practical skills in creating GST-compliant invoices and managing GST returns.
- Learn to troubleshoot common GST-related issues and ensure smooth tax compliance.

### Methodology:

- Lectures: Key concepts will be explained through engaging lectures and discussions.
- Demonstrations: Real-time demonstrations of Tally Prime's GST features will be provided.
- Hands-On Practice: Participants will work on live systems to get practical exposure to GST tasks in Tally Prime.
- Q&A Sessions: Interactive sessions will allow participants to clarify doubts and gain deeper insights.

**Registration Process:** Registrations for the workshop are open through the provided link. There is no fee for participation, making it accessible to all interested individuals.

**Registration Link:** <https://forms.gle/oX8NRfo6ZQgD9jrj8>

**Deadline for Registration:** 3<sup>rd</sup> February 2025

**Selection and Notification:** After registration, selected candidates will be informed via email. Due to limited availability, please ensure that you complete the registration process at the earliest.

## PROGRAM SCHEDULE

Days	Events	Timings	Venue	
Day 1		Inaugural Function	10:00 A.M.–10:30 A.M.	
	I	Tally Prime: Introduction and Importance in Business	10:30 A.M.- 12:30 P.M.	Seminar Hall PG Block
	II	Job Opportunity in Tally and Importance of Tally in Career		
		Lunch Break (12:30 P.M.- 01:30 P.M.)		
	III	Accounts Management	01:30 P.M.-03:00 P.M.	
IV	Hands on Session	03:00 P.M.-04:00 P.M.	Computer Lab UG Block	
Day II	I	GST: An Overview & Tax Credit	10:00 A.M.–11:30 A.M.	Seminar Hall PG Block
	II	Role of tax in Modern Economy	11:30 A.M.–12:30 P.M.	
		Lunch Break (12:30 P.M.- 01:30 P.M.)		
	III	Direct Tax: Tax Planning for Individuals	01:30 P.M.-03:30 P.M.	Seminar Hall PG Block
	IV	Valedictory	03:30 P.M.-04:05 P.M.	

## Chief Patrons



**Dr. Pavitra Rao**  
Chairperson, RPS GOI



**Er. Manish Rao**  
CEO, RPS GOI



**Dr. Mahesh K. Yadav**  
Director, RPS GOI



**Dr. Devender Singh**  
Registrar, RPS GOI

## Patrons

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**Dr. Davender Singh**  
Principal, RPSDC

## Coordinator



**Dr. Hemant Kumar**  
Dean Academic, RPSDC

## Conveners



**Mr. Mohit Kumar Sethia**  
Head, Department of Commerce  
R.P.S. Degree College, Balana, Mahendergarh

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