ATHENA TRAINING AND PLACEMENT SERVICES

Your one stop shop for all your training requirements

COURSE CONTENT

- TALLY PRIME

- BUSINESS ACCOUNTING AND TAXATION

- SAP FICO

- ADVANCED GST

- JAVA

- .NET

- AZURE

- BUSINESS COMMUNICATION & SOFT SKILLS

COMPANY PROFILE

Athena Training and Placement Services is one of the best manpower solution provider firms and placement consultants in Chennai, Tamil Nadu. We provide training and recruitment services to various companies for their IT and non-IT functions. We are blessed with a team of professional recruiters who work on our client's requirements and provide them with skilled employees. Our team helps candidates to get the most suitable job according to their qualifications and skills

TALLY PRIME

- **Basics of Accounting Account types**

- **Fundamentals of Tally ERP 9**

- **Accounting Masters in Tally ERP 9**

- **Inventory in Tally ERP 9**

- **Voucher Entry in Tally ERP 9**

- **Advanced Inventory in Tally ERP 9**

- **Point of Sale (PoS)**

- **Job Costing**

- **Multilingual Capabilities**

- **Tax Collected at Source**

- **Payroll Accounting and Compliance**

- **Goods and Service Tax**

- **Tax deducted at Source**

BUSINESS ACCOUNTING AND TAXATION COURSE CONTENT

Module – 1
Basics of Accounting & Accounting in Licensed version of TallyPrime -

Module - 2
Basics of GST & GST in Licensed version of TallyPrime -
Basics of GST
GST in Licensed version of TallyPrime

Module – 3
Basics of Income Tax & Income Tax in Licensed version of TallyPrime -
Basics of Income Tax
Income Tax in Licensed version of TallyPrime

Module – 4
Excel for Accounting & MIS -
Excel and MIS Reporting
MS Excel for Accountants

Module - 5
Finalisation of Financial Statements -
Format of Financials
Financials on Excel

Module – 6
SAP
Purchase & Sales process
Practical Simulations

Module – 7
Soft Skills
Effective Business Communication
Interpersonal Communication

SAP S/4 HANA
FINANCIAL ACCOUNTING AND CONTROLLING MODULE

ADVANCED GST COURSE CONTENT

Session 1: Levy & Supply under GST

Session 2: Taxable Person & Registration, Threshold limits, etc

Session 3: Time and Value of Supply

Session 4: Input Tax Credit

Sessizon 5: Place of Supply for Goods or Services

Session 6: Zero-rated Supply (including Refund)

Session 7: Tax Invoice, Introduction of E-Invoicing under GST and Job Work

Session 8: Existing Return and New GST Return System under GST & E-Way Bill

Session 9: Clause by Clause filing of GST Annual Return (Form GSTR-9)

Session 10: Clause by Clause filing of GST Audit Report (Form GSTR-9C)

Session 11: Inspection, Search, Seizure and Arrest under GST

Session 12: Advance Ruling under GST

Session 13: Appeal, Revision, Offence & Penalty in GST

Session 14: Questions and Answers

CORE JAVA TRAINING TOPICS

- Classes and Objects

- Inheritance

- Applying Method Overriding

- Packages and Interfaces

- Java Exception Handling

- Multithreaded Programming in Java

- Input Output in Java

- The Collections Framework

AZURE

Module 1: Why Cloud? (Duration- 1hrs)

Module 2: A kick start on the Microsoft Azure platform (Duration-1hrs)

Module 3: Managing Microsoft Azure Subscription (Duration-1hrs)

Module 4: Azure Resource Management (Duration-2hrs)

Module 5: Azure Virtual Machines (Duration-5hrs)

Module 6: Managing Azure Virtual Machines (Duration-2hrs)

Module 7: Azure Virtual machine backups (Duration-2hrs)

Module 8: Azure Virtual Networks (Duration-6 hrs)

Module 9: Introduction to Load Balancing (Duration-2 hrs)

Module 10: Azure network security groups (Duration-1hr)

Module 11: Azure DNS Services (Duration-2hrs)

Module 12: Azure AD – Basic vs Premium (Duration-5hrs)

Module 13: Implementing MFA (Duration-1hrs)

Module 14: Azure RBAC (Duration-1hrs)

DOT NET SYLLABUS

THE COMMON LANGUAGE RUNTIME (C.L.R.)

.NET FRAMEWORK CLASS LIBRARY

SYNTAX & DATA TYPES

LANGUAGE FUNDAMENTAL

ARRAY & STRING

CONCEPTS CLASSES

INHERITANCE

EXCEPTION HANDLING

EVENTS AND DELEGATES

MULTITHREADING

I/O OPERATIONS WITH FILE SYSTEMS

INTRODUCTION TO ADO.NET

ADO.NET AND IT'S ARCHITECTURE

DATA SET

CONNECTIONS AND COMMAND OBJECT

DATA READER

DATAGRIDVIEW & DATA BINDING

TRANSACTION

BUSINESS COMMUNICATION AND SOFT SKILLS →

BLOCK 1 – ESSENTIALS OF BUSINESS COMMUNICAITON	
UNIT 1	Introduction to Business Communication
UNIT 2	Communication Process
UNIT 3	7c's of Effective Communication and Writing Skills
BLOCK 2 – BUSINESS REPORT	
UNIT 4	Business Report
UNIT 5	Written Communication
UNIT 6	New Age Communication Channels
BLOCK 3 – ETIQUETTE AND INTERVIEW	
UNIT 7	Body Language and Etiquettes
UNIT 8	Interview
UNIT 9	Curriculum Vitae / Resume Writing
BLOCK 4 – MEETINGS, CIRCULAR, LETTERS	
UNIT 10	Company Meetings
UNIT 11	Notice, Agenda and Minutes of Meetings
UNIT 12	Circular Letters
BLOCK 5 – SOFT SKILLS	
UNIT 13	Group Discussion
UNIT 14	Time Management

LINQ SYLLABUS

INTRODUCTION

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LINQ to SQL

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WINDOWS COMMUNICATION FOUNDATION
(W.C.F)