

# Business Accounting & Taxation

The Business Accounting and Taxation (BAT) program is an intensive 150+ hours program, designed by Industry experts with a focus to help you become an Industry-ready accounting professional. Through this program, master the most in-demand tools for a high-performing accounting career. Get practical and experiential learning, along with soft skills training and placement assistance.

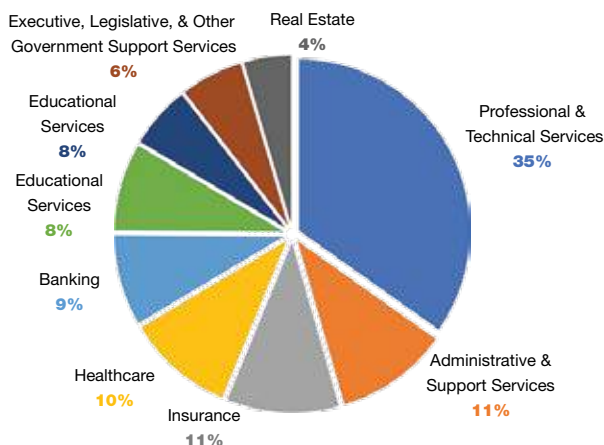
EDUPRISTINE  
Empowering Professionals



# Kick-start your Accounting Career

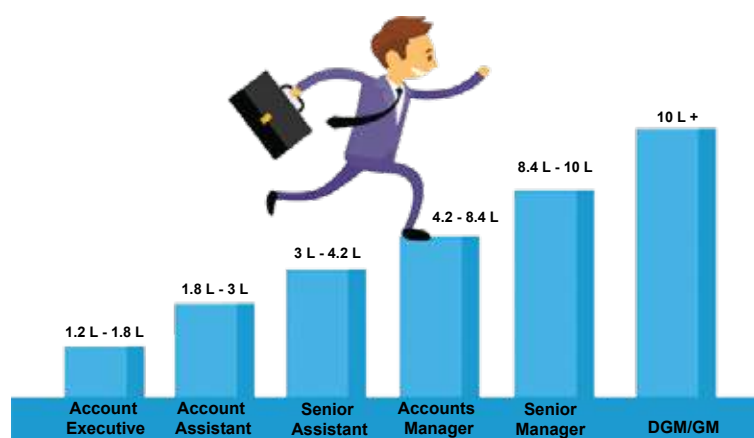
## Spot a promising future in your favourite Industry!

Industries hiring for Accounting Professionals (Sector wise)



source: [www.goodaccountants.com](http://www.goodaccountants.com)

## Your Indicative Salary



Source: [www.payscale.com](http://www.payscale.com)

## GST- The New Tax System will Create Demand for about 1.3 Lacs Professionals in India

With the advent of GST, the demand for Accounting and Taxation roles across industries is evolving at a rapid pace. Companies are becoming increasingly reliant on software programs to meet their technical job requirements. The Business Accounting and Taxation program teaches you all the practical skills that an accountant is expected to know. With this program, get trained with the most commonly used tools across the industry such as TALLY, GST, SAP in Accounting, QuickBooks, and MIS Reporting that will help you open the door to higher positions in the accounting field.

## We Help You Bridge the Skill Gap and Make You Job-Ready

### Practical & Experiential Training

- Dedicated computer lab
- Industry relevant content Case study based simulation based practical training
- Training by Industry Experts
- Work on QuickBooks, Tally, SAP and MIS Reports
- Prepare for top Accounting Certifications
- Dedicated discussion forums

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### Soft Skills Training

- Effective Business Communication
- Interpersonal Communication
- Presentation Boot Camp
- Email and Virtual Communication
- Assertiveness & Communication
- Interview Workshop

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### Job Ready

- Frequent job updates
- Customised career guidance
- Interview skills workshop
- Resume preparation assistance
- Job assistance

# Training Methodology

Our students can expect a mix of case studies, accounting tools, and the hallmark pedagogy of learning through extensive hands-on and real-life scenarios. Candidates will understand and apply various practical aspects an accountant deals with. They will learn how to set up a complete Accounting process from scratch. After successful completion of the program, candidates can apply for multiple roles in the field of Accounting and Taxation. The teaching methodology offers real-life challenges, compelling learners to apply concepts in the class and prepare for career realities



## Corporate Training

Get customized training solutions for your company or team, choose from Foundation, Intermediate or Expert Levels.













## Classroom Training

Get great practical knowledge in a highly interactive environment at a state of the art EduPristine center near you.

# Program Highlights













## Classroom Training

-  Exhaustive Classroom Training Schedule
-  Dedicated computer lab
-  Self-paced learning content
-  Industry endorsed curriculum
-  Case studies for real-life practice
-  Comprehensive study notes
-  Placement assistance
-  24\*7 Learning Management System (LMS) access with a 1-year validity
-  Experienced and passionate faculty
-  Dedicated discussion forums



## Corporate Training

-  Customized Training Solutions
-  Requirement based Training Modules
-  Foundation, Intermediate and Expert level Curriculum
-  Industry Expert Faculty
-  Learning Management System (LMS) access
-  Training at Your Premises
-  In Person/ Online Live Virtual Classes (LVC)
-  Case based Training/Simulations
-  Comprehensive Study Notes
-  Single Point of Contact for all communications

## Our Students Work in Companies Like:



## Career Support

The career assistance team provides support throughout the program to guide and help navigate ample career options.

### RESUME BUILDING

We help you refine and polish your resume with tips to help you land your coveted job.

### INTERVIEW PREPARATION

We prepare you to ace the technical interview Q & A and provide extensive mock interviews.

### PLACEMENT ASSISTANCE

We give you 1-year access to our private and public leads and references on our placement portal

# Topics



## Financial Reporting using ERP Software – Tally

- Basics of Accounting
- Generally Accepted Accounting Principles
- List of Accounting Standards (ICAI)
- Flow of Transactions
- Types of Accounts and Double Entry Accounting System
- Depreciation Accounting
- Introduction to Business Case Study and Tally
- Expense and Purchase Process
- Sales Process and it's Overview



## Quick Books

- Understand QuickBooks – Features and Benefits  
Assignments using QuickBooks  
Online Accounting Software
- Performing Everyday Tasks, such as Invoicing, Bookkeeping and Billing in QuickBooks
- Creating and Managing Invoices



## Goods and Service Tax (GST)

- Basics of Tax
- Introduction to GST
- Applicability of GST
- Valuation
- Tax Invoice
- Input Tax Credit
- Registration of GST
- Payment of Tax
- Refund of Tax
- Preparation of and E-filing GST Return
- GST in Tally



## Payroll and its Components

- Understanding Payroll Components
- ESIC – Employees State Insurance Corporation
- Payroll in Tally
- Registration and Returns for Payroll Components



## Excel and MIS Reporting

- Introduction of Excel
- Excel Shortcuts
- Excel Tips – Freezing, Index Match, Transpose, Match, etc.
- Pivot Functions
- Lookup Function – VLookup and HLookup
- Logical Functions
- Objective and Advantage of MIS
- Generation of MIS Reports for Business Case Study
- MIS Reporting Using Excel



## SAP Module (Simulation Based)

- Accounts Payable and Account Receivable
- Setting up Purchase and Sales Process
- Vendor and Customer Management
- Cash and Credit Management
- Liquidity Management
- Delivery & Invoice Management



## Direct Taxation

- The Income Tax Act
- Accounting for Income Tax
- Income Tax Returns
- Tax Deducted at Source (TDS)
- Accounting for TDS
- Filing TDS Return



## Finalization of Financial Statements

- Different Types of Financial Statements
- Preparation of Trial Balance
- Closing/adjustment Entries, including Provisions
- Preparations of Financial Statements with notes and schedules of Business Case Study
- Understand and Computing Various Financial Ratios, including EPS, Current Ratio, etc.
- Best Practices in Auditing

# Soft Skills Topics

## ◦ Effective Business Communication

## ◦ Interpersonal Communication

## ◦ Presentation Boot Camp

## ◦ Email and Virtual Communication

## ◦ Assertiveness & Communication

## ◦ Interview Workshop

## Tools You Will be Working on:



## Certifications Provided:





## Exhaustive Classroom Training Schedule

### Monday to Friday Batch

<b>Time</b>	<b>4 Hours</b>
<b>Duration</b>	<b>152 hrs.</b>

### Only Sunday or Saturday + Sunday Batch

<b>Time</b>	<b>8 Hours on weekend</b>
<b>Duration</b>	<b>152 hrs.</b>

## Learn from the Leaders in Education

EduPristine is a member of Adtalem Global Education (NYSE: ATGE), a global education provider headquartered in the United States. Adtalem is a \$ 3 billion ( INR 20,000 crores) company that has about 9 institutions and companies with more than 16,000 employees spread across 145 locations. Adtalem takes pride in training 142,000 degree-seeking students all over the world. The organization's purpose is to empower students to achieve their goals, find success and make inspiring contributions to our global community. EduPristine is one of India's leading training providers in Analytics, Accounting, Finance, Healthcare, and Marketing. Founded in 2008, EduPristine has a strong online platform and network of classrooms across India and caters to self-paced learning and online learning, in addition to classroom learning.



**A large alumni network  
of 50,000+ students**



**4 Cities**



**A faculty pool of  
600+ industry experts**



**Soft skill training &  
Job assistance**

## Our Alumni Speak

"I am thankful to Edupristine for providing me the basic as well as advanced practical training that I needed in accounts & taxation. As a graduate pass out, I had only the theoretical knowledge, the BAT program has boosted my confidence to think and act as an Accounts professional, and how to present myself while giving interviews and presentations. Faculty was up to the mark, and always tried to give the required support to students in building their career and giving the extra time to solve students' queries. I feel pleased to have chosen BAT program as the stepping stone to my successful accounting career."

**Sameer Shahul**

"BAT Program is an excellent program for gaining practical knowledge in Accounting. I had a wonderful experience with BAT Program from EduPristine. This program helps in gaining the professional edge in accounting & compliance for graduates. This program has helped me to work on many accounting software like Tally, QuickBooks, SAP and also taught MS Office. The program has elevated my working style and skills to align with my current accounting job in the position of Accountant."

**Abhimanyu kumar**

# Contact Us For Career Guidance



**New Delhi:** #44, 1st and 3rd Floor, Regal Complex, Outer Circle, Connaught Place, New Delhi 110001

**Mumbai:** #702, Raaj Chambers, 115, R.K. Paramhans Marg, near Andheri Subway, Andheri (East), Mumbai 400069

**Pune:** 1st Floor, Tandle Heights, Senapati Bapat Road, Above Moolchand Sweets, Pune 411016

**Bangalore:** Asha Plaza, Second Floor, #607, 80 Feet Pheripheral Road, Koramangala IV Block, Bangalore 560095

**EDUPRISTINE**  
Empowering Professionals

Classroom Training Centre:  
Mumbai | New Delhi | Pune | Bangalore  
care@edupristine.com

**Enquire Now**

**Online at [www.edupristine.com](http://www.edupristine.com)**

**Call 18002005835**