Advance Excel + AI - Duration(1 Months)

Introducing Excel, Formula & Function, Sales Report, Worksheet Formatting, Chart & Graph, Advance Filter, Advance Pivot Table, V-Lookup, H-Lookup, Data Validation, Goal seek, Scenario Manager, Conditional Formatting, Create Invoice, Expanses / Income Report, Macro Record.

Certificate in Desk Top Publication (CDTP)
Duration : (2 Months) Fees : 2900

Basic of Computer, Photoshop, Scanning, Printing, Coral Draw, Project Work

Basic Computer Course for Kids (BCCK)
Duration (1½ Months) & Fees : 1499

- Fundamental of Computer
- Introduction of Operating System
- MS Paint | Note Pad | Word Pad
- Basic Introduction of MS-Word | MS-Excel | MS-PowerPoint

Other short-term courses:

- ❖ **MS Word**
- ❖ **Photoshop**
- ❖ **Tally Prime**
- ❖ **Coral Draw**
- ❖ **Advance Excel**
- ❖ **Website Design**
- ❖ **Advance Tally Prime**
- ❖ **Hindi/English Typing**

Advance Diploma in Computer Application (ADCA) Duration : 12 Months & Fees : 850

Part - 1

- Fundamental of Computer
- Introduction of Operating System (Window 10)
- Hindi / English Typing
- MS-Word | MS-Excel | MS-PowerPoint
- Office Work with AI

Part - 2

- D.T.P. (Coral Draw, Photoshop)
- Tally Prime, Internet
- Project Work

Diploma in Computer Application (D.C.A)
Duration (3 Months) & Fees : 3000

- Fundamental of Computer
- Introduction of Operating System
- Hindi / English Typing
- MS-Word | MS-Excel | MS-PowerPoint
- Project Report

Courses on Computer Concept (CCC)
Duration : (60 Days) & Fees :3500

- Fundamental of Computer
- Introduction of Operating System
- MS-Word | MS-Excel | MS-PowerPoint
- Internet & Communication
- World Wide Web & Email Concept
- Digital & Finance System

A Compete Computer Training Center

BEST OFFER

MAA SHEETLA INSTITUTE OF PROFESSIONAL FINANCIAL ACCOUNTING — EDUCATION — MSIPFA

UP TO 20% OFF







Varanasi's Best Tally, Advance Excel Graphic Designing & Computer Training Institute

DISCOUNT

Admission Open

MS-IPFA
Maa Sheetla Institute of Professional Financial Accounting
COMPUTER ACADEMY

Address:
Hartirath Crossing, Varanasi
Call us: 9335513601, 9044161610

visit us: www.ipfaacademy.in

MS-IPFA
Computer Academy

Director Desk

प्रिय पाठक,

MS-IPFA भारत के Professional कैरियर प्रशिक्षण और कंप्यूटर शिक्षा अकादमी में आपका स्वागत है। करियर के नए अवसरों की तलाश में यह आपका पहला कदम है। शैक्षणिक उत्कृष्टता के प्रति हमारी प्रतिबद्धता आपके चुने हुए करियर में उत्कृष्टता हासिल करने में आपकी मदद कर सकती है।

MS-IPFA में शामिल होना आपके द्वारा लिए जाने वाले सबसे महत्वपूर्ण निर्णयों में से एक होने की संभावना है। यह आपके दृष्टिकोण, आपकी सोच और आपके विकास को प्रभावित करेगा और सबसे महत्वपूर्ण, आपके करियर की दिशा, MS-IPFA कंप्यूटर में करियर बनाने के इच्छुक छात्रों के लिए सबसे अधिक योग्य, Specialized, Professional शिक्षा उपलब्ध कराता है।

हम अपने छात्रों को Practical और Theoretical दोनों पक्षों को सिखाते हैं कि सीखने को कैसे जारी रखा जाए, जो एक सफलता की कुंजी है। MS-IPFA में, छात्र विशेष संकायों से सीखते हैं, जो प्रशिक्षकों से कहीं अधिक हैं, वे अपने क्षेत्र में अनुभवी और कुशल हैं।

MS-IPFA के अनुभवी और कुशल शिक्षको के द्वारा आपके लिए MS Office, Professionally Accounting, CCC, BCC Graphic Designing, और Advanced Excel Certification में कोर्स तैयार किया है जो कुशल होने के लिए एक मंच प्रदान करता है।

मैं आपको आश्वासन के साथ MS-IPFA के परिवार में आमंत्रित करता हूं। कि आपके द्वारा चुना गया कोर्स आपको एक सफल करियर की ओर ले जाएगा ।

शुभकामनाओं के साथ आपका शिक्षा के पहले चरण में आपका स्वागत है

Jyoti Gupta

Certificate in Financial Accounting (C.F.A.)
Duration : (2½ Months) & Fees : 4100

Basic of Accounting & Getting Started with Tally Prime & Fundamental Features | Creating Master (Accounting & Inventory) Voucher Class & Voucher Entry | Credit Limit | Cost Center & Category | Bill Wise Details | Godown | Interest Calculation | Cost Tracking | Price List | Actual & Bill Qnty | Budget Control | Currency | Bank Reconciliation| Backup & Restore | GST | TDS | Shortcut Keys & Dis. Report

Advance Tally Prime & Excel (4 Months)

- **Accounting (Part - 1)** **Fees : 5700/-**

Basic of Accounting | Groups | Ledgers | Voucher Types Cost Categories | Cost Centers | Cost Center Class | Currencies | Credit Limit | Budgets | Scenario Bank Reconciliation | Financial Year Adjustment Bad Dept & Recovery | Prepaid & Outstanding Balance.

- **Advance Inventory & Taxation (Part – 2)**

Stock Groups | Stock Items | Stock Categories | Units & Compound Unit | Godown | Bill Wise Details | Interest Calculation | Price List | Batches (Mfg. & Expiry Date) | Invoice Printing| Invoice on Discount | Discount Colum Invoice | Actual & Bill Quantity on Invoice | Cost Tracking | Pos (Simple & Multiple) | Order Processing | Invoice on MRP | Manufacturing | Zero Value Entry | Track Additional Cost of Purchase | Voucher Class & Round off Method MRP Margin / Standard Buy & Sale Rs | Manufacturing | GST | TDS.

- **Excel Master Program**

Introducing Excel, Formula & Function, Sales Report, Worksheet Formatting, Chart & Advance Filter, Pivot Table, V-Lookup, H-Lookup, Data Validation, Condition Formatting, Invoice, Expanses / Income.

Advance Tally Prime Course (3 Months)

Accounting (Part - 1) **Fees : 5100/-**

Basic of Accounting | Groups | Ledgers | Voucher Types Cost Categories | Cost Centers | Cost Center Class | Currencies | Credit Limit | Budgets | Scenario | Bank Statement | Financial Adjustment | Bad Dept & Recovery

Advance Inventory & Taxation (Part – 2)

Stock Groups | Stock Items | Stock Categories | Units, Godown | Bill Wise Details | Interest Calculation | Price List | Batches (Mfg. & Expiry Date) | Invoice Printing| Invoice on Discount | Discount Colum Invoice | Actual & Bill Quantity on Invoice | Cost Tracking | Pos (Simple & Multiple) | Order Processing | Invoice on MRP | Manufacturing | Zero Value Entry | Track Additional Cost of Purchase | Voucher Class & Round off Method MRP Margin / Standard Buy & Sale Rs. | GST | TDS.

Diploma in Financial Accounting (D.F.A)
Duration : (6 Months) & Fees : 950/-

- Fundamental of Computer
- MS-Word / MS-Excel / MS-PowerPoint
- **Accountancy :** Accounting, Journal Entry Ledger, Trail Balance, Profit & Loss Balance Sheet, Depreciation, Bad Dept Bad Dept Recovery
- **Tally Prime :** Stock Groups | Stock Items | Budgets & Scenarios | Stock Categories | Units & Compound Unit | Godown | Bill Wise Details | Interest Calculation | Price List | Batches (Mfg. & Expiry Date) | Invoice Printing | Invoice on Discount | Discount Colum Invoice | Actual & Bill Quantity on Invoice | Cost Tracking | Pos (Simple & Multiple) | Stock Transfer | Reconciliation | Purchase & Sales Order | Manufacturing etc.
- **Fundamental of Taxation :** GST & TDS