



DON BOSCO COLLEGE, KOHIMA

Affiliated to Nagaland University

Date- 10th August, 2022

NOTICE

This is to inform that the 1st Semester students of both Shift-1 and Shift-2 are to take certificate course of Course on Computer Concepts and the 3rd Semester to take certificate course of Tally Level-2 (OTC) compulsorily. Each semester should finish one certificate course as per NAAC criteria.

Kindly contact the instructor for further details.

Sd/-
Alovely Aye
Tally/ Computer Instructor
Don Bosco College Kohima

Sd/-
Fr. P. Suresh
Principal
Don Bosco College Kohima

Fr. P. Suresh
Principal
Don Bosco College
PB - 430
Kohima-797001 Nagaland





DON BOSCO COLLEGE KOHIMA

CERTIFICATE COURSES ON TALLY ACADEMIC YEAR 2022-23

Courses offered:

- 1. Tally One Time Certificate- For 3rd Semesters**
- 2. Tally Level 1- For 1st Semester Commerce**
- 3. Tally Level 2- For 3rd Semester Commerce**

- Chart of Accounts
- Accounting Transaction
- Banking
- MIS Reports
- Data Security
- Goods & Services Tax

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