

Programme on

Accounting and Finance

(5 weeks - 25 days) Monday to Friday, 8.00 a.m. to 9.30 a.m.

Starting from August 21 to September 22, 2017

Including Goods and Services Tax Basic Provisions

(Comprehensive Program on Accounting and Finance with Problem Solving)



Batch-28

Venue: Torrent-AMA Management Centre, Core-AMA Management House, AMA Complex, Vastrapur, Ahmedabad 380 015

This programme specially designed for non-finance professionals and Businessmen will provide useful inputs on understanding Accounting and Finance function in the context of business operations. Students in the Graduate / Post Graduate studies and not opted for Finance and Accounts will also find this very useful.

Contents:

Vol I : Accounting Mechanics (5 Days)

- **Basics:** Introduction, Basic accounting Principles, Applying accounting conventions .
- **Process of Accounting:** How debit and credit works , Journals and ledgers.
- **Financial Statements Preparation:** Defining key financial terms, Capital, reserves, assets, liabilities, Depreciation Provisions and year end adjustments

Vol II : Costing and Decision Making (6 Days):

Components of total cost, Types of Costs & behavior; Techniques of costing; *CVP analysis*; *Short run decision options*; *Criteria for examining the performance of divisions and product lines*

Vol III : Tax Matters (5 Days):

A) Direct Tax: Basics of Income Tax, TDS,

B) Indirect Tax: GST Basics : What are the different laws covered, how tax will be levied(Inter state, Intra State transactions) , Registration , Exemption, Composition Scheme, Levy of Tax, Valuation of Supply, When Invoice will be raised?, Tax Invoice, Reverse Charge Basics, Input Tax Credit, About GST Returns and transitional provisions.

Vol IV : Understanding Corporate Financial Statements (3 Days)

- **Basics:** Introduction, Meaning & Formation of company, Types of instruments issued by the company
- **Content and Format of annual report, important terms**
- **Valuation of Shares Methods.**

Vol V : Financial Analysis (6 Days):

Cash Flow Statement: Sources and application; Working Capital management; Ratio Analysis; Leveraging benefits, Sources of finance and cost attached; Analysis and Interpretation of Financial Statements

For Whom : For those who would like to learn/Enhance Accounting skill.

Medium of Instruction : English & Hindi

Faculty : **C.A. Shraddha Dhabalia**, S. Dhabalia & Company

Fee : Rs.5000/- per participant inclusive of GST. Concession for Members 10%; Patron 20%. Graduate Students 10%. Fee include course fee, course material and Tea / Coffee. The cheque may please be drawn in the name of '**Ahmedabad Management Association.**'

Programme on Accounting and Finance

August 21 to September 22, 2017

REGISTRATION FORM: Please fill-in and return this form along with participation fee to:

Ahmedabad Management Association, ATIRA Campus, Dr. Vikram Sarabhai Marg, Ahmedabad 380 015.

Phone: 079-26308601-5 • **Mobile:** 9537407187, 7069940917, 7203030990 • **Fax:** 079 - 26305692

E-mail: ama@amaindia.org • **Website:** www.amaindia.org • **Android Mobile App:** AMA-Ahmedabad amaIndia.org

Name(s)

Designation:

1.

2.

Organization:

Address:

Pin Code:

Telephone(s):

Mobile:

E-mail: