# A Report

Spoken Tutorial Course :- "Accounting and Finance - Front Accounting 2.4.7"

The Commerce Department of our College, in collaboration with the Spoken Tutorial Project of IIT Bombay, has initiated an Innovative Training Program titled "Accounting and Finance - Front Accounting 2.4.7". This Initiative is aimed at enhancing students technical skills in Accounting Software, preparing them for the practical Demands of the Financial and the Corporate Sectors as well. This program enrolled 9 students of the Commerce Department, all keen to broaden their understanding of Accounting Systems.

The Spoken Tutorial Project is an initiative by IIT Bombay that promotes IT literacy through the self paced learning resources, providing students with an opportunity to learn relevant skills from the modern workforce.

## • COURSE OVERVIEW ;

"Front Accounting 2.4.7" is an open source, an web based Accounting System that is designed to manage the Small and Medium Businesses financial operations. The course covers a wide range of topics including the basic accounting principles, financial reporting, budgeting, Inventory, Management, and payroll processing using the Front Accounting Software.

The Course aim to familiarize students with practical tools and techniques that are widely used in Accounting Firms and Business Environments. It integrates the key Concepts with practical training on the Frant Accounting Software to give students hands-on experience.

## • KEY TOPICS COVERED +

- Introduction to Frant Accounting.
- Managing Financial Statements.
- Creating and Managing Invoices.
- Inventory Management.
- Budgeting and Forecasting.
- Payroll and Employee Management.
- Taxation and Compliance Reporting.

## • TRAINING ACTIVITIES +

Throughout the Duration of the Course, the enrolled students participated in the various hands-on activities designed to re-inforce their understanding of Accounting practices using Frant Accounting. The training followed a self-paced learning model, supplemented with periodic interactive sessions to clarify doubts and ensure the practical Application.

## • VIDEO TUTORIALS +

The students accessed a series of structured video

tutorials provided by iit Bombay that detailed every aspect of using the Front Accounting Software. The tutorials were self-explanatory, helping the students to follow along and complete the exercises at their own pace.

# • PRACTICAL EXERCISES +

After Each Tutorial, students were given the practical exer-that required them to estimulate the real world Accounting scenarios. These scenarios/or exercises including the creating Financial Reports, Managing Invoices, handling Inventory Records, and Processing Payroll.

# • ASSESSMENTS +

Regular Assessments were conducted to evaluate the students understanding of both Accounting concepts and their Proficiency in using the software. These Assessments helps track progress and also provided feedback for improvement.

# • DISCUSSION FORUMS +

The Students actively participated in the discussion forum where they could share their experiences, ask the question and learn from each other insights. The forums were moderated by faculty members, ensuring that the student received timely and the accurate responses.

The Course has proven to be a highly benificial Initiative for the enrolled students from the **COMMERCE DEPARTMENT**. By Combining theoretical knowledge of the Accounting Principles with the practical software training, the program has empowered students with the skills required to excel in the Competitive World of Finance.

Deptt. of Commerce :-                                    Principal
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