

ALVA'S INSTITUTE OF ENGINEERING AND TECHNOLOGY

Shobhavana Campus, Mijar – 574225, Moodbidri.

Dakshina Kannada Karnataka, India.



A REPORT ON “GST COURSE” FOR THE ACADEMIC YEAR 2017-18



Alva's Institute of Engineering and Technology
Shobhavana Campus, Mijar, Moodbidri
Phone: 08258-262725, Fax: 08258-262726
Department of Business Administration (MBA)

CONTENTS

Sl. No	Content
1.	Department Academic Calendar
2.	Brochure
3.	Minutes of the meeting
4.	Approval copy from the Governing Council member and principal
5.	Circular to the students
6.	Registered Student list for the Certificate Programs.
7.	Attendance Details of the students for all the hours.
8.	Certificate copy
9.	Question Paper
10.	Report of the Event
11.	Appreciation Letter to Resource Person



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Departmental Academic Calendar 2017-18

Sn	Tentative Date	Activity
1.	08-06-2017	Subject Allocation Meeting
2.	13-06-2017	Department Meeting on different activities
3.	10-07-2017	Department Meeting
4.	21-08-2017	Commencement of Odd Semester Classes
5.	11-09-2017	Guest Talk
6.	26-09-2017 28-09-2017	IA-I
7.	03-10-2017	Result Analysis Meeting
8.	05-10-2017	Meeting to discuss on Coaching Classes
9.	19-10-2017	Guest Talk
10.	02-11-2017 04-11-2017	IA-II
11.	09-11-2017	Result Analysis Meeting
12.	04-12-2017 06-12-2017	IA III
13.	08-12-2017	Result Analysis Meeting
14.	13-12-2017 10-01-2018	Final Theory Exams
15.	15-01-2018 24-03-2018	Project Work
16.	08-01-2018	Subject Allocation meeting
17.	10-02-2018	Commencement of Even Semester Classes for II Sem
18.	01-03-2018	Guest Talk
19.	26-03-2018 28-03-2018	IA-I for 2 nd Sem
20.	04-04-2018	Result Analysis
21.	26-04-2018 28-04-2018	IA-II for 2 nd Sem
22.	02-05-2018	Result Analysis
23.	12-05-2018	Guest talk
24.	03-05-2018 05-05-2018	IA-I for 4 th Sem
25.	11-5-2018	Result Analysis
26.	17-05-2018 19-05-2018	IA III for 2 nd Sem
27.	23-05-2018	Result Analysis
28.	31-05-2018	Last working day for 2 nd Sem



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29.	04-06-2018 06-06-2018	IA -II for 4 th Sem
30.	12-06-2018	Result Analysis
31.	05-07-2018 07-07-2018	IA -III for 4 th Sem
32.	10-07-2018	Result Analysis
33.	13-07-2018	Last working day for 4 th Sem


Head of the Department

ABOUT VTU, BELAGAVI

Visvesvaraya Technological University is a collegiate public state university in Karnataka State, India. It was established by the Government of Karnataka. The university is named after M. Visvesvaraya from Karnataka, the only engineer to be awarded a "Bharat Ratna", the highest civilian award in India. Jnana Sangama, Belagavi is the headquarters of VTU. Additionally, the university has three regional centers in Bangalore, Gulbarga and Mysore. VTU is one of the largest universities in India with 212 colleges affiliated to it with an intake capacity of over 467,100 undergraduate students and 12,666 postgraduate students. The university encompasses technical and management fields which offer 30 undergraduate and 71 postgraduate courses. It has around 1800 PhD candidates. VTU has 13 QIP centers and 17 extension centers in its affiliated colleges offering postgraduate courses. It has around 2,305 departments recognized as research centers which are spread across its affiliated institutions in cities of Karnataka.

AIET, MOODBIDRI

Alva's Education Foundation (AEF) established in 1995 with the vision of our Chairman Dr. M. Mohan Alva has succeeded in making Moodbidri, an Educational hub in the South Canara Region, with more than 25000 students pursuing various courses ranging from primary school to post-graduate courses in social sciences, pure sciences, engineering and management. There are 21 institutions functioning under the Alva's Education Foundation.

Alva's Institute of Engineering and Technology, Moodbidri is a Premier Engineering Institute of Alva's Education Foundation, established in the year 2008. The college is certified to the ISO 9001:2008 standards. The institute offers top quality education in five under graduate programs in Engineering- Computer Science, Civil, Electronics & Communications, Information Science, and Mechanical Engineering. Three Post Graduate programs- Master of Technology in Thermal Power Engineering, Computer Science & Engineering, VLSI Design Embedded System and Master of Business Administration.

DEPARTMENT OF MBA

The department was established in the year 2009. Known for understanding the dynamism in the business world, the department conducted a variety of innovative programmes this year. The programmes were chalked out in such a manner that they not only proved beneficial for students in their academics, a new horizon of knowledge opened up for the students.

The department offers three specializations, Human Resources, Marketing and Finance. Students can also enroll in value-added certification courses of the three specializations. For the overall development of the students, there are classes in Soft-skills, Aptitude Training, English Enhancement, Newspaper Analysis, Computers and grooming-etiquette sessions. The main aim of these courses is to transform theory into reality.

ABOUT GST COURSE

After the completion of course students will be able To create and Manage Professional Documents Using Word 2013.

Present and Manage Data Effectively Using Excel 2013
Create and Manage Presentations Using office PowerPoint 2013

Communicate and manage tasks, contacts and Appointments using outlook 2013

RESOURCE PERSON

1. Ms. Kavya
Trainer, Probit Technology
2. Ms. Jyothi
Trainer, Probit Technology

COURSE CONTENT

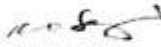
1. Introduction to Tally. ERP 9
2. Creation of Company
3. Selection, Shutting, Altering Company & Shortcut Keys
4. Accounting Principles
5. Groups & Ledgers
6. Discussion about Journal Entries
7. Creation of Groups & ledgers
8. Editing & Deleting Ledgers
9. Vouchers
10. Entering Vouchers
11. Editing & Deleting Vouchers
12. Introduction about Accounts With Inventory
13. Creation of Ledgers
14. Creation of Stocks
15. Introduction to GST
16. Enabling GST
17. Setting GST Rates for Items
18. Setting GST TIN No to Party Ledgers
19. Creation of GST Ledgers (CGST, SGST, IGST, CESS)
20. Transactions of Purchase & Sales
21. Returns
22. Transaction of Entering Last year
23. Balance Sheet
24. Transaction of Adjustment of Stocks
25. Transaction for Manufacturing Products
26. Transactions of Orders
27. Maintaining Godowns
28. Maintaining Actuals, Billed Qty
29. Maintaining Interest Calculation

DEPARTMENT OF BUSINESS ADMINISTRATION

**Minutes of the Meeting
Certification Programmes**

Date: - 20th June 2017

1. Department Faculty, HOD discussed the various certification programmes
 - i) Microsoft Office 2013
 - ii) Business English Certification
 - iii) SAP
 - iv) GST
2. Analysed the Industry Academic Gap
3. Based on the analysis in the meeting it was decided to conduct following certification programmes
 - i) Microsoft Office 2013
 - ii) Business English Certification
 - iii) GST
4. Minutes copy has sent to Principal and Management for the final approval


Dean MBA
DEAN
Dept. of Business Administration
Alva's Institute of Engg. & Technology
MIJAR - 574 225


Principal
PRINCIPAL
Alva's Institute of Engg. & Technology
MIJAR, MIJARDHANI - 574 225, D.K.

APPROVAL LETTER

To,
The Principal,
AIET, Moodbidri

Respected Sir,

Sub: - Approval for Organising Certification course "GST"

With reference to the subject cited above, I would like to bring to your kind notice that, the Department is planning to host a Certification Program on **GST** **from** "6th Oct 2017 to 18 June 2018"

Kindly consider the above request and approve the same for further proceedings.

Thanking you


Dean MBA
DEAN
Dept. of Business Administration
Alva's Institute of Engg. & Technology
MIJAR - 574 225


Principal
Principal
Alva's Institute of Engg. & Technology,
MIJAR, Moodbidri - 574 225, D.K.

Circular

The Department of Business Administration is happy to announce that the department is organizing a Certification Program on "**QST**" from **6th Oct 2017 to 18 June 2018** in association with Cambridge University. In this regard, it is hereby informed to all the registered candidates to attend the sessions as per the mentioned schedule.


Dean MBA

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DEPARTMENT OF BUSINESS ADMINISTRATION ALVA INSTITUTE OF ENGINEERING AND TECHNOLOGY Exam: 28/6/2018			
STUDENTS LIST - GST Certificate Exam			
FINANCE & MARKETING			
S.NO	URN	NAME	
1	4AL16MBA01	AKSHATA GURJA	
2	4AL16MBA02	ALVURA L DRETTA DISOUZA	
3	4AL16MBA03	ANRITHA K	
4	4AL16MBA04	ANRITHA JOTHANA TALUR	
5	4AL16MBA05	ASHWEL KUMAR SHETTY	
6	4AL16MBA06	DEHITA ROSE LASHADU	
7	4AL16MBA07	KAMATH DIVYA DAYANANDA	
8	4AL16MBA08	KOMAL A M	
9	4AL16MBA09	MADHUSUDAN SHETTY M	
10	4AL16MBA10	NAJAVENI D NAYAR	
11	4AL16MBA11	NIRAN B D	
12	4AL16MBA12	NITHIN C F	
13	4AL16MBA13	PRATHVIRAJ PRABHAKAR SHETTY	
14	4AL16MBA14	QUEENA MARIA DEAS	
15	4AL16MBA15	SHABAN K SHETTY	
16	4AL16MBA16	SHREEDevi S M	
17	4AL16MBA17	SHRABHANA S	
18	4AL16MBA18	SHRIMAN SHETTY	
19	4AL16MBA19	VINAY M R	
20	4AL16MBA20	VISHALAKSHI	
21	4LV16MBA01	ADITH KUMAR K	
22	4LV16MBA02	ARPIITHA K	
23	4LV16MBA03	CHETHAN	
24	4LV16MBA04	GHRI THILAK	
25	4LV16MBA05	KALANATHI R	
26	4LV16MBA06	KUNHA	
27	4LV16MBA07	LJYU AVINASH PUNTO	
28	4LV16MBA08	NEHA V	
29	4LV16MBA09	NEERAJ K BALAKR	
30	4LV16MBA10	POOJA M G	
31	4LV16MBA11	RAOHAVENDRA SHETTY	
32	4LV16MBA12	RAKSHITHA R	
33	4LV16MBA13	RAVISA SA NABENDRA	
34	4LV16MBA14	RINU THOMAS	
35	4LV16MBA15	SADHANA TIP	
36	4LV16MBA16	SADAYA KUMARA S RASHIKATTI	
37	4LV16MBA17	SHATHABHIM	
38	4LV16MBA18	SOWBHAGYA M	
39	4LV16MBA19	SUPREETHA	
40	4LV16MBA20	SUSHRUT RAMACHANDRA HARIRANTRA	
41	4LV16MBA21	VIKAS SHETTY	
42	4LV16MBA22	VASHWANTH TIMMAPPAGOND	

Student Registration – GST Course Certification from Probit Technology



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DEPARTMENT OF BUSINESS ADMINISTRATION ALVAS INSTITUTE OF ENGINEERING AND TECHNOLOGY Examination: 26/6/2018			
STUDENTS LIST - GST Certificate Issue FINANCE			
S.NO	USN	NAME	
1	4AL16MBA04	AMBIKA	
2	4AL16MBA09	ASHWITH	
3	4AL16MBA11	CHIRAG S	
4	4AL16MBA12	DEIVITH DEVADIGA	
5	4AL16MBA29	NANDAN P R	
6	4AL16MBA35	PRAJWALI H G	
7	4AL16MBA36	PRASHANTHA DEVADIGA	
8	4AL16MBA38	PREMANANDA	
9	4AL16MBA40	RAKSHA H SHETTY	
10	4AL16MBA41	RAKSHIT GANAPATI NAIK	
11	4AL16MBA46	SAIKIRAN SHETTY	
12	4AL16MBA51	SHEIKH SHAUD	
13	4AL16MBA56	SUSHMITHA JAIN	
14	4AL16MBA58	VIGNESHIA KUMAR K V	
15	4LV16MBA06	ASHWINI NAIK S	
16	4LV16MBA08	BALEGAR MOHAMMAD YASIN	
17	4LV16MBA09	BASAVARAJ S JAWOORMATH	
18	4LV16MBA12	DEVRAJ K V	
19	4LV16MBA14	GANESHA	
20	4LV16MBA20	KISHORE	
21	4LV16MBA23	MANJUNATHA C	
22	4LV16MBA24	MANJUNATHA J N	
23	4LV16MBA27	N SHREYAS KUMAR RAO	
24	4LV16MBA33	NISHA	
25	4LV16MBA35	PRADEEP KUMAR	
26	4LV16MBA37	PRATHAP CHANDRA SHETTY S	
27	4LV16MBA51	SHRUTI C	
28	4LV16MBA56	VANISHREE	

Student Registration – GST Course Certification from Probit Technology

MOODBIDRI - 574 225

subject

No. of Classes held :

subject

subject

Dr. Pradip



Certificate Sample




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GST TRAINING FOR THE ACADEMIC YEAR 2017 - 2018
FEEDBACK FORM

		BEST	GOOD	POOR
1	Knowledge of the faculty towards software	✓		
2	Faculty interaction with the students		✓	
3	Explanation/ Examples of the theory		✓	
4	Usefulness of GST class for the future		✓	
		Yes		No
5	Do you recommend this faculty in the future	✓		
6	Do you think that the GST class should be continued for coming batches.	✓		

Overall Feedback/Suggestions for making it effective & Useful (Compulsory):
GST is very useful for the future. The faculty was good.

Student Name: Anpithe K.
Signature: 
Date: 14-08-18

Question Paper

PROBIT TECHNOLOGY

Alben Complex, 3rd Floor, Near Bus Stand, Moodbidri - 574227

Marks : 50

Subject: Tally.ERP9

Hour: 2

Enter the following transaction in the books of Smart Agencies (5% GST on Solar Water Heater, 12% GST on Sewing Machine)

1-4-2017 Anurag rai started Smart Agencies by bringing in capital of Rs. 1000000 by Cheque and deposited the same in ICICI Bank by opening New Account. (2 Marks)

2-4-2017 Mr. Rai Withdrew Rs. 1,00,000 by Cheque for Office Expenses from ICICI Bank. (2 Marks)

1-5-2017 Purchased Furniture and Fixtures worth 150000 for the Shop by cheque (2 Marks)

2-5-2017 Paid for Security Deposit of Rs. 25,000 by cheque (2 Marks)

1-7-2017 Purchased following items from A2Z Traders (3 Marks)

Items	Quantity (In Nos)	Rate
Solar Water Heater	5	16800
Sewing Machine	5	4500

2-7-2017 Paid Rs. 3500 by cheque towards shop rent for the month of May (2 Marks)

1-8-2017 Received Sales order (Order No. 2340) from Rajeshwari Electricals to deliver the following items. (3 Marks)

Items	Quantity (In Nos)	Rate
Solar Water Heater	3	17500
Sewing Machine	3	5000

2-8-2017 Purchased Computer Worth 15,000 for Office use by Cheque (2 Marks)

1-9-2017 Goods Sold against the (Order No. 2340) to Rajeshwari Electricals (2 Marks)

2-9-2017 Rajeshwari Electricals are Returned the 1 Solar Water Heater and 1 Sewing Machine

(2 Marks)

1-10-2017 Purchased the following items by cheque

(2 Marks)

Items	Quantity (In Nos)	Rate
Solar Water Heater	2	17500

2-10-2017 Goods sold to Seacrest Enterprises, Items are given below:

(3 Marks)

Items	Quantity (In Nos)	Rate
Sewing Machine	1	5000

2-10-2017 Cheque received from Seacrest Enterprises towards the bill dated 2-10-2017

(2 Marks)

1-11-2017 Rs. 5000 Cash withdraw from Bank for personal use

(2 Marks)

2-11-2017 Placed a purchase order (No. 001) to buy the following items from Data Tech Services.

(3 Marks)

Items	Quantity (In Nos)	Rate
Sewing Machine	1	4500
Samsung Washing Machine	1	10700

1-12-2017 Goods received from Data tech Services against the order no. 001

(2 Marks)

2-12-2017 Full Amount settled to A2z Traders

(2 Marks)

2-1-2018 Nos of Samsung Washing machine @ Rs. 11,000 sold for cash

(2 Marks)

Other Adjustments

On 31-3-2018

(2 Marks)

- Paid Salary Rs. 2000 per month of 3 month
- Paid Rent Rs. 12000 for year
- Depreciation on Furniture 10%
- Depreciation on Computer 4%

(2 Marks)

(3 Marks)

(3 Marks)



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Report of the Event

The department of Business Administration has organized Certification program on "GST" from "6th Oct 2017 to 18 June 2018" in association with Probit Technology, Mangalore. The certification programme mainly focused on financial concepts.





**Alva's Institute of Engineering and Technology,
Mijar, Moodbidri, Mangalore**

POST GRADUATE DEPARTMENT OF BUSINESS ADMINISTRATION

18 June 2018

TO WHOMSOEVER IT MAY CONCERN

Our sincere appreciation and gratitude to Ms. Jyothi, Trainer, Probit Technology for conducting a course on "GST" from 6 October 2017 to 18 June 2018.

GST course really helped the students to enhance their taxation, finance, and accounting skills.

We wish her success in her future endeavours.

Best regards,

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18 June 2018

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**REPORT ON OUTCOME OF CERTIFICATE COURSES CONDUCTED IN THE
YEAR 2017-18**

BUSINESS ENGLISH CERTIFICATION COURSE – 04.10.2017 TO 05.05.2018

1. After the certification program, students skills in spoken English and grammar improved noticeably.
2. Students were able to prepare reports and texts for circulation among limited groups.
3. Students wrote business letters and prepared official communications.

WORKING WITH MICROSOFT OFFICE COURSE" -13.10.2017 TO 23.02.2018

1. Students were able to prepare professional documents using Microsoft word.
2. Students were able to develop workbook and print workbook contents.
3. Students prepared PowerPoint presentation using variety of designs and patterns.

CERTIFICATION COURSE ON GST 06.10.2017 TO 18.06.2018

1. Students learnt the provisions of GST Act and the implications of the new tax regime.
2. Students understood the concept of inward supply and outward supply and the GST payments.

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