



Department of School Education

Sheet No.112

Career of the Day Thursday

Tally

Date 10/03/2022

What is it really?

Tally professionals enter, classify, compute and record a company's financial data using the software 'Tally' for keeping all the records up-to-date. They need to perform regular accounting calculations to maintain the company's records.

Pathway 1

1. Class 10th with all subjects as per scheme of studies
2. Obtain training for data entry operator at an ITI
3. Work with accounts team at any small business
4. NSQF Level 3 Certificate for Accounts assistant using 'Tally' or similar courses

Pathway 2

1. Class 10th with all subjects
2. +2 in any stream
3. Work with accounts team at any small business
4. NSQF Level 3 Certificate for Accounts assistant using 'Tally' or similar courses

Colleges/Universities

1. ITI's
2. Various Polytechnic colleges and various other institutes

Pathway 3

1. Class 10th with all subjects
2. +2 in any stream
3. Obtain a certificate in 'Tally'

For details contact School Counsellor or visit Punjab Career Portal
<http://punjabcareerportal.com> and [Mashaal Website:-](http://mashaal.ssapunjab.com)
User ID: Student's E-Punjab ID
Password: 123456

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Mon- Sciences, Tuesday- Emerging Career, Wednesday- Arts, Thursday- Commerce
Friday- Sports, Saturday- Entrepreneurship/Vocational/ NSQF/ Employment Generation