★ AI-INTEGRATED COURSE

# DIPLOMA IN FINANCIAL ACCOUNTING

**Launch your accounting career with confidence!**

**Duration:** 6 Month | **Diploma** · Beginner | **Eligibility:** Candidates must have completed their 10+2 education or equiv

## OVERVIEW OF THE COURSE

The Diploma in Financial Accounting is a comprehensive program designed to equip students with the essential skills and knowledge required in the field of financial accounting. Over the course of six months, learners will delve into various aspects of accounting, including: Fundamentals of Financial Accounting Preparation of Fin...

- Comprehensive financial accounting training
- Learn Tally, GST, and Excel basics
- Hands-on practical experience
- Expert trainers with industry knowledge
- Flexible learning options available




| 6 Month | 8 | 4 | 12 |
|---|---|---|---|
| DURATION | SUBJECTS | PROJECTS | TOOLS |

JOIN NOW → | WhatsApp us

WE ARE AVAILABLE AT
**600+ LOCATIONS**

NOT SURE WHICH COURSE IS RIGHT FOR YOU?
**Choose the Best Course for You - Try our AI-Powered Career Counselling for FREE**

Start free →

YOUR NEAREST ISDM NxT CENTRE
**ISDM COMPUTER INSTITUTE SIWAN**
RAMDEV NAGAR MAHADEVA ROAD, NEAR BANK OF BARODA/LIC OFFICE/DRCC OFFICE, DISTRICT-SIWAN,BIHAR,841226, Bihar - 841226
Call / WhatsApp: **8434980980** · ranjeetisdm@gmail.com

Scan to enquire

COURSE CURRICULUM

# What you will learn

01 Subjects → | 02 Projects → | 03 Tools → | 04 AI Integration

## 01 Subjects & modules

6 subjects with the topics you will learn

### 01 Microsoft Word

- Word Interface And Navigation
- Creating And Managing Documents
- Editing Document Text
- Formatting Text And Paragraphs
- Applying Styles And Headings
- Working With Tables
- Inserting And Formatting Images

### 02 Microsoft Excel

- Excel Interface And Workbook Basics
- Navigating Worksheets And Selecting Cells
- Entering And Editing Data
- Formatting Cells And Cell Contents
- Managing Rows And Columns
- Working With Worksheets

### 03 Microsoft Power Point

- Interface And Presentation Views
- Creating And Saving Presentations
- Themes And Slide Layouts
- Formatting Text And Adding Graphics
- Hyperlinks, Headers, Footers, And Printing
- Transitions, Animations, And Timing
- Audio, Video, And Presenting

### 04 Introduction to Tally

- Accounting And ERP Fundamentals
- Tally Prime Features And Benefits
- Installation, Setup, And Navigation
- Basic Accounting Principles
- Company Creation And Configuration
- Ledger And Group Management
- Voucher Types And Transaction Entry

### 05 Internet Operations

- Internet Fundamentals And Evolution
- Internet Connections And Connectivity
- Web Browsers And Search Techniques
- Email Communication And Management
- Cloud Computing And File Sharing
- Social Media And Online Messaging
- E-Commerce, Digital Payments, And Banking

### 06 Fundamental of Computer Application

- Computer Hardware And Data Storage
- Software Types And Licensing
- Windows Settings And File Management
- Network Fundamentals And Communication
- Internet Connection Technologies
- Encryption And Digital Signatures
- Passwords, Viruses, And Email Safety

## 02 Projects & assignments

Hands-on work for your portfolio

**P1** Prepare a complete set of financial statements for a hypothetical company.

**P2** Analyze the financial performance of a real company using its annual report.

**P3** Develop a budget plan based on projected revenues and expenses.

**P4** Create a presentation on the impact of accounting standards on financial reporting.

## 03 Tools & software you will master

4 industry tools

- Microsoft Word
- Microsoft Excel
- Microsoft PowerPoint
- Tally

## 04 AI Integration

How AI is used inside the work of this course

AI SUBJECT

### AI Fundamentals & Prompt Engineering

- **AI Basics and Everyday Uses**
- **Generative AI: How It Works**
- **Prompt Engineering Foundations**
- **AI for Study and Workplace Tasks**
- **Fact-Checking and Reliable Research**
- **Privacy, Safety and Responsible Use**
- **Integrated Practice and Review**

AI SUBJECT

### AI for Accounting, GST & Tally

- **Accounting AI Foundations, Safe Setup and Data Handling**
  ChatGPT, Gemini or Claude in AI assistant web or mobile app · Microsoft Copilot or Gemini
- **AI Reading of Bills, Invoices and Receipts**
  ChatGPT in ChatGPT app or web interface · Google Gemini in Gemini app or web interface
- **TallyPrime and BUSY Reports with AI Analysis**
  Microsoft Copilot in Excel · ChatGPT or Claude in AI assistant app or web interface
- **GST Working, Reconciliation and MIS in Sheets and Excel**
  Google Gemini in Google Sheets · Microsoft Copilot in Excel
- **Zoho Books Zia and AI-Assisted Bookkeeping**
  Zia in Zoho Books
- **Banking, UPI Statements and Finance Tasks**
  Bank or UPI app insights in The learner's bank or UPI app, where the feature is available
- **AI-Assisted Invoice and Payment Follow-Up Automation**
  Gemini in Gmail in Gmail · Microsoft Copilot in Outlook

AI TOOLS YOU WILL USE

- ChatGPT
- Google Gemini
- Claude
- Microsoft Copilot
- Power Automate
- Zapier
- Perplexity
- NotebookLM

CAREER OPPORTUNITIES

# Where this course can take you

**Financial Accountant**
Fresher salary: ₹2.5-3.5 LPA*

**Accounts Manager**
Fresher salary: ₹3.0-4.5 LPA*

**Budget Analyst**
Fresher salary: ₹2.8-4.0 LPA*

**Financial Consultant**
Fresher salary: ₹3.2-5.0 LPA*

**Internal Auditor**
Fresher salary: ₹3.0-4.2 LPA*

### Freelancing & own business

- Freelance accounting services
- Tax consultancy for small businesses
- Bookkeeping for local businesses
- Online financial advising

### Industries that hire

- Finance and Banking
- Retail
- Manufacturing
- IT Services
- Consulting

### Grow further

- Advanced Diploma in Accounting
- Certification in GST
- Diploma in Business Management

## Certification

Upon successful completion, students receive an ISDM NxT certificate, showcasing their skills in financial accounting.

Practical AI-integrated project | Final online test | Verifiable certificate

JOB SUPPORT

# How we help you get a job

1. Resume building sessions
2. Mock interviews to prepare
3. Access to job offers
4. Guidance on job applications

* Typical fresher salary ranges in India; the actual salary depends on the employer, the city and your skills.

WHY START NOW

# Your future is built by the skills you learn today.

Companies hire people who can do the work. People who use AI well at work are in demand - this course teaches you the job skills and the AI tools together. Every month you practise adds a project to your portfolio - the best time to start is now.

| 18+ | 600+ | 2,708+ | 390+ |
|---|---|---|---|
| Years of training experience | Centres across India | Job offers to our students | Hiring companies |

## UNIQUE FEATURES AT ISDM NxT

- ✓ Free pre-counselling to choose the right course
- ✓ Study material, attendance, assignments, exams and results online from day one
- ✓ 24x7 AI trainer (ChatNxT) for your doubts
- ✓ Experienced, rated trainers and daily class feedback
- ✓ Practical lab sessions and live projects
- ✓ Monthly online mentorship sessions
- ✓ Resume, mock interviews and job offers in your student dashboard
- ✓ Freelancing and start-up guidance

● LIVE PLACEMENT DATA

## Latest job offers to ISDM NxT students

Updated 20 Nov 2026



**Gaurav M.**
India
**Java Software Development Engineer**
Health Catalyst



**Geeta K.**
New Delhi
**tellecaller for digital marketing**
balajimarketingexperts



**Anand S.**
Muvattupuzha
**Hiring Junior Account Executive J...**
CorpZop



**Adarsh S.**
Ghugus
**TGT Computer Science**
Adani Foundation



**Priyanka Y.**
Mumbai
**Data Entry Operator (Full-time) -...**
CorpZop



**Rajan S.**
Ahilyanagar
**Computer Trainer**
Enlearning skill development Ltd

Job offers shared with our students through the ISDM NxT job network. See all at isdmnext.in/latest-placement

LIMITED SEATS · VALID TILL 30 NOV 2026

## FREE Ambassador Affiliate Programme

Complete your admission within **10 days** and join the ISDM NxT Ambassador Affiliate Programme free of cost: refer friends, earn referral rewards as per the programme and get featured on the ambassador leaderboard.

**CLAIM NOW**

TAKE THE FIRST STEP

# Book your FREE counselling session today

Meet our counsellor, see the lab, get your doubts answered and know the current fees and offers for your centre.

YOUR ISDM NxT CENTRE

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**Try it FREE →**
isdmnext.in/course-for-you

**01**
**Counselling**
Free guidance to pick the right course

**02**
**Training**
Practical classes, labs and projects

**03**
**Mentoring**
Experts, AI trainer and feedback

**04**
**Placement support**
Resume, interviews and job offers

### What you get with this course

- Comprehensive study material
- Hands-on practical lab sessions
- Real-world live projects
- 24x7 AI trainer support
- AI career counselling
- Interview preparation assistance
- Job offers in student dashboard
- Certification upon completion

ISDM NxT Head Office: 309, Saffron Plaza, Airport Road, Vadodara, Gujarat, 390022 · +916263625594 · inquiry@gmail.com

Fees depend on the centre and current offers - ask your counsellor. Course content may be updated to stay current with industry needs. · isdmnext.in