

USA



ACCOUNTING AND TAXATION COURSE



DEVAM'S
MUNIMJI
Teaching • Training • Placement

— C.G. Road —



HISTORY

Inception in 2012 by a group of Chartered Accountants

Pioneer in the field of Accounting, Finance
and Taxation

Trained 8000+ students and Placed 5000+ students in
a different company

ABOUT MUNIMJI

"Munimji" is a Specialized Accounting Training Academy which provides organized, formal and practical training on Accounting, Finance and Taxation and contribute towards creating the "Best Training Professionals".

We comprehensively encompass all aspects and topics followed by adequate practical training with the ultimate objective of purposeful placement.

WE AIM TO PROVIDE SKILLED RESOURCES TO INDUSTRY AND FILL THE DEARTH OF SKILLED AND PROFESSIONAL EXPERTS.

OUR STRENGTHS



Certified and Experienced Tutors

**Wide Coverage of All Aspects of
USA Accounting and Taxation**

**USA-Compliant Updated And
Comprehensive Course Material**

Real-Time Practical Training

**Performance Assessment and
Monitoring**

**Tie-Ups With US-Based Companies
For Placements**

WHY CHOOSE **MUNIMJI** FOR USA ACCOUNTING AND TAXATION COURSE?



As one of the leading accountancy training academies, we have introduced USA Accounting and Taxation course for aspiring professionals who wish to advance their career in Accounting and Taxation.

As a part of this course, we offer comprehensive practical training course for working professionals as well as vocational courses for freshers including 100% job placement guarantee post completion of the course.

Our well-researched training program is geared to help accounting and tax professionals go through the highly complex world of USA Accounting and Taxation.

INDUSTRY EXPECTATIONS

- **Manage and monitor all financial transactions**
- **Provide all the required information to the stakeholders**
- **Follow SOPs, norms and accounting principles pertaining to the USA standards**
- **Comply with all legal requirements associated with bookkeeping**
- **Maintain honesty, integrity and transparency throughout their tenure**



CAREER OPPORTUNITIES

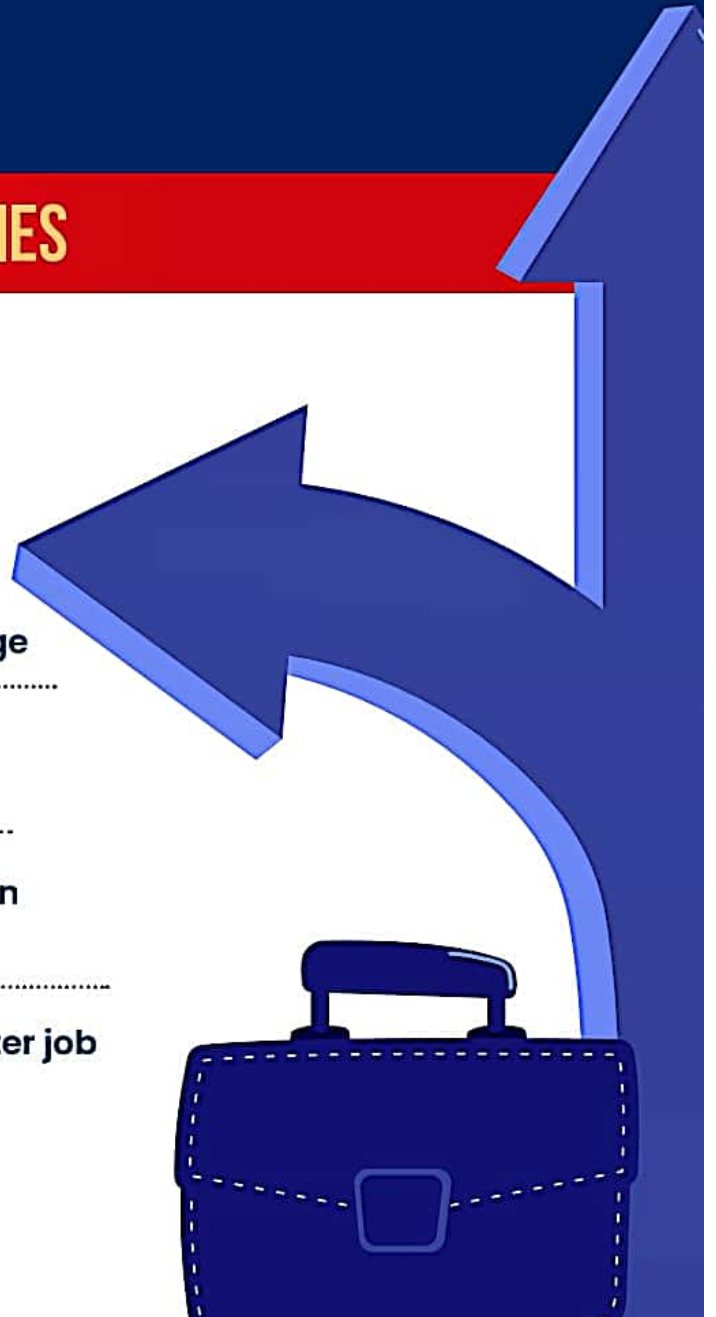
Tax and accounting are the integral part of every US-based business

Get an excellent salary package

Ever-growing demand of tax professionals

You can work with a business in almost any industry

Steady career growth and better job opportunities over time



COURSE CONTENT

BUSINESS ACCOUNTING

- **FUNDAMENTALS OF ACCOUNTING**
- **ACCOUNTING PROCESS**
- **CLASSIFICATION OF BALANCE SHEET**
- **JOURNAL ENTRIES & ADJUSTING ENTRIES**
- **ACCOUNT RECONCILIATION**

QUICK BOOK SOFTWARE

- **START QUICKBOOKS ACCOUNTING**
Opening QuickBooks Account
 - Understanding Menus and Toolbars
- **MASTER SETUP**
Company Master Creation • Creating and editing the Chart of Accounts, Customers List & Vendors List
- **CUSTOMER**
Customer Invoice Entry • Import of Sales Invoice
Sales Receipt • Automation of Recurring Sales
Advance Payment Entry of Customer • Credit Note
- **VENDOR**
Entry of Vendor's Bill • Bill Payment • Debit Note
- **BANKING**
Cheque Writing • Cheque Deposit
 - Internal Transfer Link of Bank data with QuickBooks
 - Bank Reconciliation
 - Link of Credit Card data with QuickBooks
- **REPORTS**
Account Payable & Account Receivable Register
 - QuickBooks Reports
- **DASHBOARD CUSTOMIZATION**



TAXATION

- **INDIVIDUAL TAX RETURNS**

Basic Understanding of US Taxation

Incomes & Adjustment to Income

Deductions & Tax Credits

AMT (Alternative Minimum Tax)

Different Types of Taxes & Payments

FBAR and FATCA

Understanding of Different Types of Returns

Understanding of Different Forms & Schedules of Individual Tax Returns

- **BUSINESS TAX RETURNS**

Basic Understanding of Accounting Periods & Methods

Understanding of different Types of Business Entities

Taxation of LLC's

Taxation of Sole Proprietors

Taxation of Partnerships

Taxation of Corporations

Taxation of "S" Corporations

Misc. Topics relating to Business Tax Returns

Understanding of Different Forms & Schedules of Business Tax Returns

MS EXCEL

- **BASIC AND ADVANCE EXCEL FORMULAS**
- **PIVOT TABLE**
- **V-LOOK UP & H-LOOK UP**
- **FILTERING**
- **ADVANCE FILTERING**
- **DATA VALIDATION**
- **IF & OR NESTED IF**
- **COUNT IF & SUM IF**
- **DATA SORTING**

BUSINESS COMMUNICATION (SS/PD)

- **PERSONAL INTERVIEW SKILLS**
- **PROFESSIONAL BODY LANGUAGE**
- **WORK PLACE ETIQUETTES**
- **E-MAIL CORRESPONDENCE**



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FOR MORE DETAIL CALL 955 855 66 22

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