



Preparing for
Chief Accountant
or Data Analyst

#IAmSkilled
#IAmJobReady



Lets Chat :
84 5000 6000

India's 1st Training Institute that provides
100% Job Guarantee Courses to make You
Job Ready in Accounts, Finance & Taxation



www.icajobguarantee.com

ABOUT ICA

HISTORY

Since
1999

Years Trust

ISO
14001:2015

ISO 14001:2015
certified institute.

No.1

Pioneer in the field of
Job Oriented Practical Learning

ADVANTAGES

100⁺

Cities Across India



Experienced Faculty
Members including CAs



In-house CRM, R&D
and IT Team



Training on Latest
Accounting Software



Regular Seminars and
Grooming Sessions



Practical & Fun Learning
using Latest Technology

10

Simulation
Software

9

Projects

PLACEMENT

5
Lac⁺

Satisfied Students

30⁺

Placement Offices

70,000⁺

Registered Employers



Any Time Job
Card Facility



Periodic Campus
Interviews & Job Fairs



WHY CHOOSE A CAREER IN ACCOUNTS, FINANCE & TAXATION ?

Registered Corporates

17
LAC

Huge Job Opportunity

1.38
CRORE

Tax-Payers registered Under
GST and It's Increasing
Every Day!

Never-ending Industry Demand

100%
Organisations

All Organisations Need Accounts
& Finance Professionals

Handsome Salary Growth

upto
22%
(average)

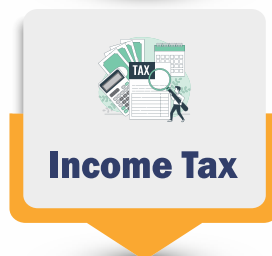
Offers Steady Career Growth
Vertically And Horizontally

Do you have
the right
**Skill
Sets?**

To Become an
Chief Accountant



EQUIP YOURSELF WITH MULTIPLE SKILLS





Books

FIRST TIME IN INDIA
OFFICIAL ZOHOO BOOK
CERTIFICATE ONLY IN ICA

100M+

User
Globally

150+

Countries
Served

15K+

Employees
Worldwide

55+

Products

25+

Years in
Business

CORE FEATURES

Quotes	Banking
Invoicing	Inventory
Sales Orders	Expenses
Bills	Documents
Purchase Orders	Reporting
Projects	Online Payments

COMPLIANCE

GST filing
E-Invoicing
Audit Trail
Document - Management

EFFORTLESS ACCOUNTING

Mobile Accounting
Zoho Ecosystem
Collaboration & Portal Management
Smart Automations

UNIQUE FEATURES

- Mobile Accounting
- Connected Banking
- Smart Automations
- Foreign Transaction via Multi Currency Options
- Collaboration

**SPECIAL
PRICE**









₹5999



JET

Journal
Entry Test







Unique Features

-  Enhances Speed and Efficiency
-  Real Time Result
-  Detailed Result Analysis
-  Anytime Anywhere Practice
-  4 Different Levels of JET Exam
-  90% Improvement on Students Employability
-  33 Lacs + JET Exams Appeared
-  8.25 Cr Questions Attempted



Microsoft Excel Test

Unique Features







-  Digital Platform for Unlimited Excel Test
-  Learn the Art of Handling Large Amount of Data
-  Accuracy Enhances by 3 Times after 10 Attempts
-  Help Students to Apply Different Excel Formulas and Features
-  Real Time Result
-  3 Different Levels of MET Assessment

LEARNERSMALL

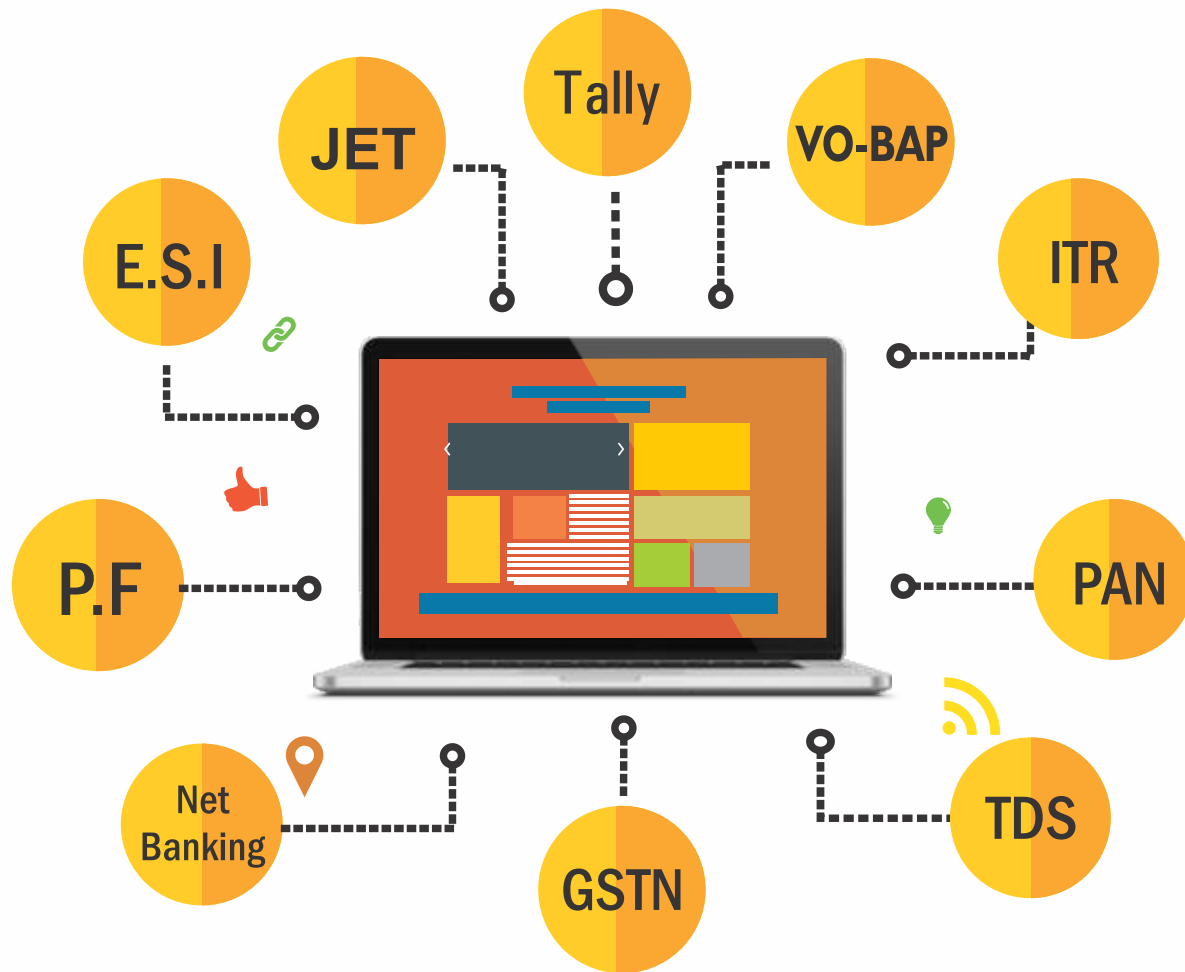
E-LEARNING APP



FEATURES

-  VIDEO
-  QUIZ
-  NOTE
-  ASSESSMENT
-  COMPETITION
-  TRACK PERFORMANCE

10 SIMULATION SOFTWARE

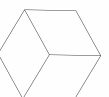


Students' Portal

student.icajobguarantee.com

The Students' Portal contains a host of information. Students access it frequently to get information on:

- Exams (Online/Practical)
- JET & Assessment
- Online Projects
- Success Stories
- Job Fair
- Download Section
- Academic Report
- News
- Ask Expert
- Financial Details
- Feedback Section
- GST (Govt. Portal)
- Infographics
- TOP Placement
- New link of Social Media
- Placement Report
- Upload Student Resume (PDF Format)
- Examination Report



Certified Industrial Accountant Foundation - CIA (F) | Certified Industrial Accountant Express - CIA (EXP.) | Certified Industrial Accountant - CIA | Certified Industrial Accountant Plus - CIA +

Modules	Hours	CIA (F)	CIA (EXPRESS)	CIA	CIA +
Eligibility		12th Pass	Graduate	12th Pass	12th Pass
Business Computer Applications# Hardware & Software Working with Windows 10 File & Folder Management Introduction to MS Word 2021 Page Setup Drafting and Formatting Documents Tables Header & Footer Introduction to MS Excel 2021 Database design Table Custom List Format Painter Cell Reference Number & Conditional Formatting Filling Series Name Range Understanding Formula Date Functions Data Validation Look up & Reference Functions Logical Functions Financial Functions Scenario Manager Goal Seek Solver Chart Sort & Filter Pivot Table & Pivot Chart Slicers & Timelines Subtotal Tracing cell Consolidating Text to Column Concept of Array Importing Data Sparkline Quick Analysis Splitting Freeze Panes Track Changes Protection Page Setup & Printing Project on Excel MS PowerPoint 2021 MS Outlook 2021 Internet & E-mail Writing Mail Merge G-Suite AI use in MS Excel	45	✓	✓	✓	✓
Business Accounting Introduction Accounting Concepts Capital & Revenue Transactions Accounts Documents Journal Entries Depreciation Stock Valuation Year-end Adjustments Final Accounts Rectification of Errors BRS Projects on preparation of Books of Accounts Online Journal Entry Test - JET	36	✓	✓	✓	✓
TallyPrime TallyPrime Intro Download & Install Process Flow GoTo/SwitchTo Company creation Chart of Accounts Group & Subgroup Ledgers (Creation, Alteration and Deletion) Backup & Restore Bill Allocation Voucher Entry Cost Centre & Cost Category BRS Asset Purchase Sale of Assets with Depreciation Accounting Inventory Stock Group Category UOM Godown Stock Item Stock Transfer Purchase (Order, Receipt Note, Rejection Out, Invoice, Debit Note) Bill of Materials (BOM) Purchase & Sales Cycle Sales (Order, Delivery Note, Rejection In, Invoice, Credit Note) Batch Zero Values Entries Actual Billed Quantity Standard Price Credit Limit Appropriation of Expenses with Inventory Reorder Level Voucher Class Interest Calculation Non-Accounting Vouchers Scenario Management Budgeting & Control Post Dated Cheque Management Account Confirmation Export & Import Data Export B/s Reports in Excel and Other Formats Security Control Tally Audit Split Company Merge Company Basic Concepts of GST GST using Tally Activating GST Master Creation Inward Supply of Goods – Local Outward Supply of Goods - Local Invoice Printing Inward Supply of Goods – Interstate Outward Supply of Goods – Interstate Debit & Credit Notes Different Rate- One Invoice Input Tax Credit Payment of Tax Generate Return Reconcile Status Purchase Capital Goods Goods & Services in same invoice Discount on Sales Invoice RCM GST Reports Generation of Returns TDS Master Creation Deducting TDS on Expenses TDS Payment & Challan Challan Reconciliation Form 26Q Exporting Form 26Q Advance to Party Rent (TDS & GST) TDS Payment with Interest No Deduction (15G & 15H) Deduction at Lower Rate (Form 13) PF ESI Payroll Reports Security Control Backup and Restore Project on TallyPrime	51	✓	✓	✓	✓
Business Communication Communication Skills Assertive Communication Non-verbal Communication Presentation Skills Interview Skills Sell Your Skills (Cover Letter, Resume Designing) People Skills (Workplace behaviour) E-mail Etiquette Goal Setting and Time Management	45	✓	✓	✓	✓
Virtual Office Project(VOBAP) and Live Project 1 (Business Accounting, Tally, Excel)	06	✓	✓	✓	✓
Direct Tax * Basic concepts of Income Tax Income from Salaries-Allowances, Perquisites, Deductions, Computation, New Regime, Old Regime Income from House Property-Meaning, Chargeability and Computation Profits and Gains of Business or Profession-Meaning, Chargeability and Computation Depreciation Deductible expenses Expenses Disallowed Expenses deductible on payment basis Maintenance of books of accounts Tax Audit Presumptive taxation Scheme Income from Capital Gains-Computation, Exemptions, Capital Gain deposit Account scheme Income from other sources -Deductions/Exemptions Clubbing of Income Set Off and Carry Forward of Losses Deductions from Gross Total Income Computation of Taxable Income and Tax Liability (Format/Illustrations), Assessment of Individuals, Firms, Companies Payment of Tax including Advance payment of tax Application for PAN Return of Income - ITR1, ITR2, ITR3 etc. Due Dates for Submission of Returns Filing of income Tax Returns through Portal Return of Loss, Belated Revised Return Tax Deducted at Source (TDS) TDS Rates TDS from Salaries (Section 192) TDS compliances, effect of non-compliances Application for TAN TDS under different sections Entry for TDS payment using Tally Payment of TDS Generation and filing of e-TDS Return View Tax Credit (Form 26AS) Higher, NIL and lower deduction of TDS Forms AIS & TIS Generation of TDS Certificates from Traces Accounting Treatment of TDS TDS using Tally E-TDS Return TCS (Tax Collected at Source)- Payment, Exemption, and Rates Project on TDS	39			✓	✓
TDS Tax Deducted at Source (TDS) TDS Rates TDS from Salaries (Section 192) TDS compliances, effect of non-compliances Application for TAN TDS under different sections Entry for TDS payment using Tally Payment of TDS Generation and filing of e-TDS Return View Tax Credit (Form 26AS) Higher, NIL and lower deduction of TDS Forms AIS & TIS Generation of TDS Certificates from Traces Accounting Treatment of TDS TDS using Tally E-TDS Return TCS (Tax Collected at Source)- Payment, Exemption, and Rates Project on TDS	11		✓		
Goods and Services Tax (GST) Basic concepts of GST Levy & Collection of Tax Time & Place of Supply Components of GST Chargeability of GST Rates of GST Input Tax Credit Meaning of Supply Scope of Supply Composite Supply Mixed Supply Composition Scheme Composition rate of tax Important Forms under Composition Scheme Person liable to pay GST Entries for Reverse Charge Time of Supply Place of Supply of Goods & Services Input Tax Credit Availability of Input Tax Credit Utilization of Input Tax Credit Process of availing Input Tax Credit Registration GST Documents E-Way Bill & E-Invoicing Payment of Tax GST Return Audit under GST Refund ITC Matching & Auto-reversal GST Accounting GST using Tally Project on GST	27		✓	✓	✓
Accounts Finalisation & Profit Screening Basic Concepts of Company Types of companies Sources of Funds Advanced Journal Entries: Depreciation, Income Tax, Provision for taxation, Salary, PF, ESI, PTax, General Reserve, Dividend etc. Year-end adjustment entries Accounting treatment of e-transactions Fixed Asset Register Ledger Scrutiny Accounts Reconciliation: Debtor's, Creditors, Branch Accounting for Digital Transactions (Credit Card, Debit Card, Paytm etc.) Company Final Accounts Financial Statements of Companies, Annual Return Cash Flow Statement Finalisation of Accounts-Steps with checklist Financial Statement Analysis- Comparative statements, Trend Analysis, Ratio Analysis Profit Screening Project	30			✓	✓
Advanced MS Excel Flash Fill Advanced Number Formatting Data Validation (Advanced Use) Advanced Conditional Formatting Match & Index Dynamic Vlookup Sum product Function Data Table Solver Depreciation Functions Financial Functions (NPV, IRR, MIRR) Array Formulas Apps for Office Power Pivot Power Map Power Query Dashboard Macro G-Suite ASAP Utility Project work.	18			✓	✓
Live Project 2 (Advanced Accounts, Tally, Excel, Taxation)	09			✓	✓
Additional Accounting Package % ZOHO Introduction to ZOHO Books Online Company Settings in ZOHO Voucher Settings in ZOHO Purchase & Sales Invoice in ZOHO GST in ZOHO Projects	09				✓
SAP ** SAP ERP Overview & Navigation SAP Products SAP Modules SAP Financial Accounting (FI) SAP Controlling (CO) Sessions Transaction Codes (Tcodes) Finance Organization Structure and Master Data Client SAP Landscape SAP Controlling Organization Structure Organizational Units Procure to Pay Process Purchase Requisition Purchase Order Goods Receipt Invoice Handling Payment Order to Cash Process Quotation Sales Order Outbound Delivery Post Goods Issue Billing Document Types General Ledger Accounting Chart of Accounts General Ledger Creation Account Group Modify a GL SAP FI- Journal Entry Posting Posting Keys Document Type Document Number Ranges Hold/Park Documents Accounts Payable Business Process Vendor Master Vendor Creation Block a Vendor Purchase Returns Outgoing Vendor Payment Foreign Currency invoice Outgoing Partial Payments Automatic Payment Run Vendor Line Items Accounts Receivable Business Process Customer Master Customer Creation Block a Customer Sales Invoice Document Reversal Sales Returns Post Incoming Payment Foreign Currency Invoice Incoming Partial Payments Customer Line Items Closing Process in SAP Accrual/Deferral Recurring Entry Automatic Clearing Foreign Currency Valuation Financial Statements Bank Related Accounting Business Process Managing SAP House Banks Financial Statement Creation Business Process Financial Statement Versions	40				✓
Banking and Auditing Definition and concept of Bank Functions of Bank Structure of Banking sector in India Types of Banks Bank Accounts-Current Account, Savings Account, Fixed Deposit Account Savings, Current, Recurring, and Fixed Deposit Account etc. Calculation of interest on Deposits Merits and Principles of Granting Loan (Types of Loans- Personnel, Home, Car, Education, Business Debit Card, Credit Card, Payment Apps Calculation of Interest on Credit Card Cheque, NEFT, RTGS, IMPS Types of Cheques, Dishonour, Cancellation of cheques Online E-Banking Asset Classification of Banks NPA etc. Definition of Auditing Features of Auditing Objectives of Auditing Types of Audit: Statutory Audit, Internal Audit etc. Accounting Vs Auditing Auditing Vs Investigation Auditor Qualification of a Company Auditor Disqualification of a Company Auditor Basic principles governing an Audit Auditor Vs Accountant Steps in Conducting Audit Important Concepts like vouching, voucher, sampling, ticking Audit Findings Physical Verification of cash, stock etc. Audit Report Types of Audit Reports Audit certificate Real Life Project on Audit	12				✓
Power BI Introduction Power BI Process Flow Connect to Data Write an Expression in DAX Report Building Slicers Publish to the Power & Service to Share Data Model Relationships Hierarchies Performance Analyser Tooltip Filter Page Navigation Bookmarks Natural Language to Explore Data KPI AI functionalities within Power BI Anomaly Detection Smart Narrative Q&A Decomposition Tree Key Influencer	18				✓
MCA (including XBRL and LLP) Formation of a Company Characteristics of a Company Types of Company operated in India Procedure of incorporation of a company Filing of e-Form Inc-32 Steps to be taken to incorporate a New Company Certificate of incorporation Memorandum of Association Articles of Association Differences between Memorandum of Association and Articles of Association Meaning of Shares, Share Capital and its types Process of issue of share Debentures and its features Prospectus Qualification, disqualification, appointment & duties of Directors Loans & Advances Loans to Directors Loans and Investments by a Company Deposits Maintenance of accounts of a company Accounts & Audit Audit of a company Corporate Social Responsibility (CSR) Meeting and its types, Minutes and Resolution MCA (Ministry of Corporate Affairs) functions and services offered CIN, DIN, DSC, View Company data, E-filing XBRL How to File XBRL forms to MCA LLP Features and advantages Filing of forms	23				✓
Ind AS Introduction What are Indian Accounting Standards Reasons for implementation of Ind AS Applicability of Ind AS in Indian Companies IFRS and IND AS Ind AS-1 Preparation of Financial Statements General features of Financial Statements Ind AS-2 Inventories Measurement of Inventories Inventory Valuation techniques Ind AS-7 Statement of Cash Flows Types of cash flows Cash Flow Statement preparation Operating, Financing, and Investment activities Ind AS-16 Property, Plant and Equipment Property, Plant and Equipment Cost and revaluation models of accounting Repairs and maintenance replacement and major inspection Depreciation Ind AS-18 Revenue Recognition Treatment of revenue arising from certain transactions Measurement of Revenue Ind AS-36 Impairment of Assets Criteria for identifying an asset that may be impaired Measurement of the recoverable amount Allocation and reversal of the impairment loss Ind AS-318 Intangible Assets Identification of Intangible Assets Recognition of intangible Assets Measurement of Intangible Asset Retirement and Disposals Ind As based on Schedule III	12				✓ ✓
Live Project 3 (Power BI, Advanced Accounts, Banking, MCA, Taxation)	15				
Final Exam	12		✓	✓	✓
Job Guarantee		No ©	YES	YES	YES
Live Projects		2	2	3	4
Additional Projects		2	4	4	6
Internship		NO	NO	YES 6 MONTHS	YES 6 MONTHS
Course Duration (including Internship) Standard – 1.5 hrs per day or 9 hrs per week		6 MONTHS	NO	12 MONTHS	18 MONTHS
Course Duration (including Internship) Fast Track – 3 hrs per day or 18 hrs per week in CIA and 4.5 hrs per day or 27 hrs per week in CIA +		3 MONTHS	4 MONTHS	6 MONTHS	6 MONTHS
Certification from		ICA	ICA	ICA	ICA SAP ZOHO

Notes:
In addition to ICA certificate, Microsoft’s Certification Exams are available for an additional cost. MOS Certification Excel 2016/2019 Core by Microsoft (Administered by Certiport). Contact sales
** Direct Tax continues to include all content on TDS.
** SAP 80 hours to include: Hire to Retire Process, Asset Accounting Business Process, Planning in Management Accounting, Accounting Logistic Integration, Other Management Accounting Processes, Multiple currencies Concept, Fixed Asset, Inventory Valuation, Segment Reporting, Treasury & Risk Management.

% Additional Accounting Package module – Busy will be available to North in CIA or higher program. For other region can be purchased separately if not available.
Delhi, NCR, Haryana, HP, J&K, Punjab, Uttaranchal.
© 100% Job Assurance instead of Job Guarantee
& Certified Industrial Accountant Exemption - CIA (E) is available as a separate course | Eligibility: B.Com or 3rd Year with Job Assurance.
CIA with SAP (80 Hrs.)| CIA with SAP (80 Hrs.) & Advanced Excel available as a separate course with Job Guarantee.

Job Roles → Responsibilities → Skills

Job Roles	Responsibilities	Skills Required	Relevant Module
<ul style="list-style-type: none"> Back Office & MIS Executive Administrative Coordinator 	<ul style="list-style-type: none"> Basic Computer Operations Record and Organize Data Prepare and Present Monthly/Weekly Reports Including MIS Prepare Documents & Presentations Data Analysis 	Proficiency in: <ul style="list-style-type: none"> MS Word MS PowerPoint Typing Speed (30 wpm) File-Folder Management G-Suite MS Excel MS Outlook/Email Internet browsing Mail Merge 	Business Computer Application
+			
<ul style="list-style-type: none"> Accounts Executive Accounts Officer Accounts Associate etc. 	<ul style="list-style-type: none"> Verification of Various Accounting Documents Passing Entries in Accounting Package Prepare Various Reports Based on Business Needs Updating Accounts Receivables & Payables Issue Invoices & Perform Vendor / Customer Account Reconciliations Inventory Management Payroll Management in Tally Banking Operations Including BRS 	Proficiency in: <ul style="list-style-type: none"> Accounting Concepts Journal and Voucher Entries Final Accounts Preparation Bank Reconciliation Statement (BRS) Cash Book Preparation Tally / Busy / ZOH0 etc. TDS & GST Accounting 	Business Accounting with TallyPrime / Busy/ ZOH0
+			
<ul style="list-style-type: none"> Tax Accountant Tax Consultant Tax Analyst 	<ul style="list-style-type: none"> Income Tax Computation ITR Filing PAN and TAN Application TDS/TCS Compliances and Returns GST Reconciliations and Returns Tax Payments Accounting Entries Pertaining to GST Transactions 	Proficiency in: <ul style="list-style-type: none"> Computation of income Deductions TDS/TCS Computation and Return Accounting for Purchase/Sale of Goods & Services from/to Registered/Unregistered Dealer Input Tax Credit (ITC) Reverse Charge Mechanism (RCM) GST Returns 	Direct Tax and GST
+			
<ul style="list-style-type: none"> Assistant Manager - Accounts Manager -Accounts 	<ul style="list-style-type: none"> End to End Accounting Entries Finalisation of Accounts End of Year Adjustments Provisions and Depreciation Prepare Cash Flow & Fund Flow Statement Reconciliation of Various Financial Statements Coordination with Auditors 	Proficiency in: <ul style="list-style-type: none"> Finalisation of Accounts Accounting for Depreciation and Provisions Following Statutory Compliances 	Advanced Accounts
+			
<ul style="list-style-type: none"> Assistant Manager - Accounts & Finance Manager - Accounts & Finance 	<ul style="list-style-type: none"> Audit Closing General Banking Operations E-filing through MCA XBRL & LLP 	Proficiency in: <ul style="list-style-type: none"> Managing End-to-End Accounting Operations Finalising and Closing of Books of Accounts Statutory Compliance Knowledge of Companies Act Return Filing with Ministry of Corporate Affairs with XBRL Indian Accounting Standards 	Banking & Auditing, MCA & IndAS

*** Business Communication module is essential to develop inter-personal skills, which is mandatory for any job roles.



CIA-F (Foundation)

DURATION

3 Months @ 3hrs./class
Or 6 Months @ 1.5 Hrs./class

CIA-E (Express)

DURATION

4 Months @ 3 Hrs./class

CIA (Regular)

DURATION

6 Months @ 3 Hrs./class
Or 12 Months @ 1.5 Hrs./class

CIA+ (Plus)

DURATION

6 Months @ 4.5 Hrs./Daily
Or 12 Months @ 3 Hrs./class
Or 18 Months @ 1.5 Hrs./class

COURSE FEES

EMI Partners



Prospectus for ₹150 or ₹450 Extra (as applicable)



Member
SAP Student Academy Program



SAP FICO - S/4 HANA End User Program

The World's Largest Provider of Enterprise Application Software

SAP's Customers Base

- SAP serves > 425,000 customers in > 180 countries
- SAP customers include:
 - ❖ 92 % of the Forbes Global 2000 companies
 - ❖ 98% of the 100 most valued brands
 - ❖ 100% of the Dow Jones top scoring sustainability companies
- SAP customers produce :
 - ❖ 78% of the world's food
 - ❖ 82% of the world's medical devices
- 77 % of the world's transaction revenue touches the SAP system

SAP Facts and Figures in India

- SAP is a leader in India
 - ❖ SAP has more than 65% market share in India
 - ❖ 11 out of 16 'Navratnas' (Central Public Sector Enterprises identified by Govt. of India) like BEL/ BHEL/ NTPC/ ONGC/ IOCL etc. run SAP ERP
 - ❖ 9 out of 10 most profitable companies and largest companies run SAP ERP
 - ❖ 36 out of 50 'Economic Times 500' companies like TCS/ Reliance/ HDFC/ Coal India/ Infosys etc. run SAP ERP
 - ❖ 25 out of the 40 Largest Indian Companies named by Forbes run SAP ERP

14,000+ Companies
Using **SAP ERP** in India

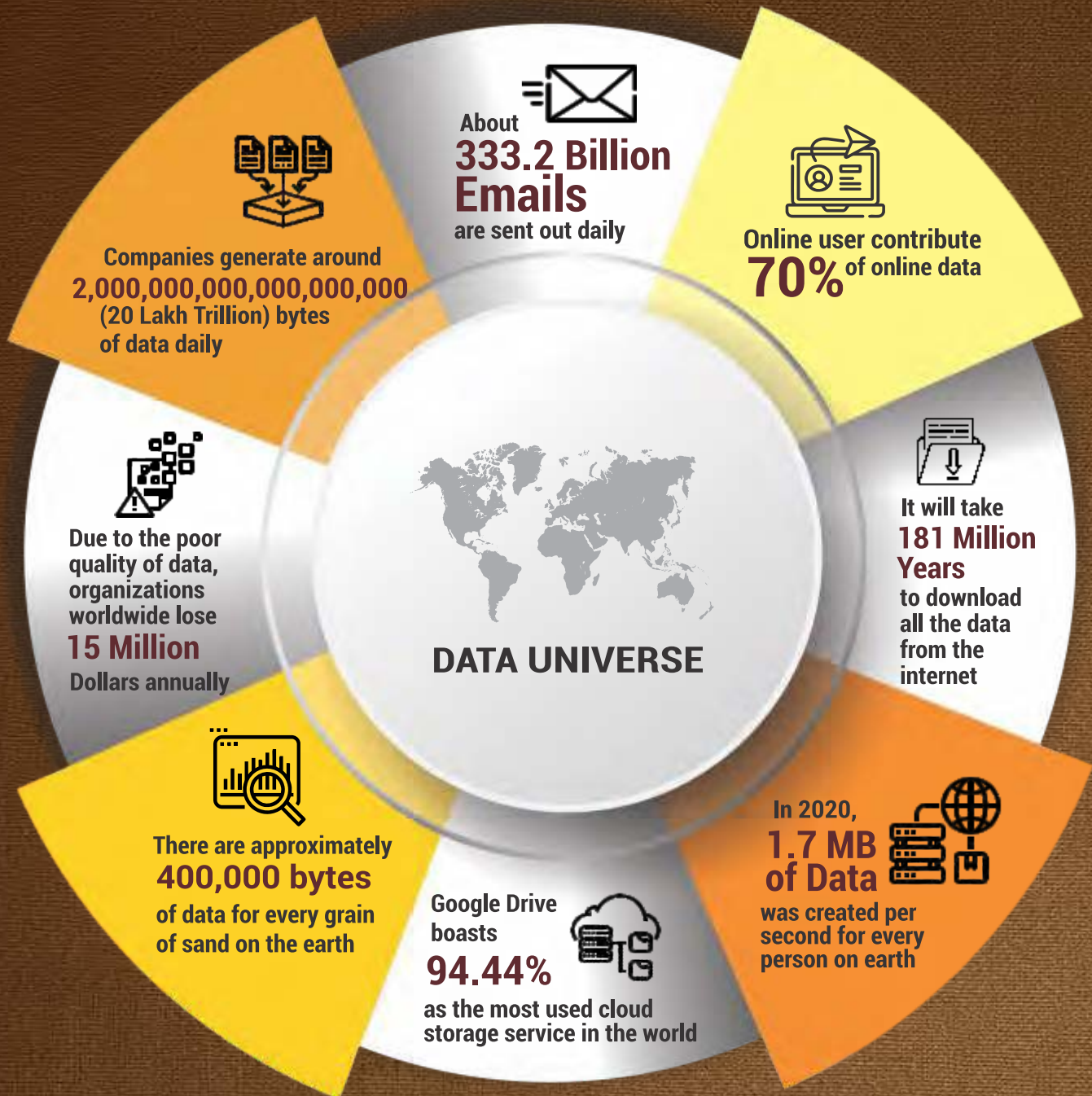
Starting Salary in India can be
₹2.5 to ₹4.0 Lacs p.a

www.icajobguarantee.com

*Certification is done by Authorised SAP Partner only



DATA IS THE NEW FUEL, LEARN AND CONQUER THE DATA UNIVERSE!



7/10 MOST VALUED COMPANIES
ARE DATA DRIVEN CO. EVERY
COMPANY NEEDS MIS &
DATA ANALYSTS



ORACLE



amazon

many more...



www.icajobguarantee.com

CERTIFICATE IN MIS ANALYTICS

MODULES		
Eligibility	HRS.	Graduate
Advanced Excel Flash Fill & Data Validation Advanced Conditional Formatting ASAP Utilities Lookup Functions Match & Index Dynamic Vlookup Data Table Solver Financial Functions Sort & Filter PowerPivot Dashboard Creation Power Map & Power Query Macro Array Functions Google Drive Mail Merge	18	✓
VBA Macro Introduction to VBA Working with Procedures & Functions Customizing the VBE Environment Understanding the Objects Using Expressions, Variables & Intrinsic Functions Controlling Program Execution Debugging Code & Handling Errors VBA Programming Functions Excel Form Control & ActiveX Working with Forms & Controls	24	✓
G-Suite Hello to Google Drive Introduction to Google Sheet Google Sheet Protection Combine Data from Multiple Google Sheet Google Slides Google Form Google Mail Merge Google Cloud Printing	16	✓
SQL Introduction to SQL Platforms to execute SQL codes Creating a table Data insertion Auto increment and primary key Alter table Delete Update Top clause String functions Aggregate functions Constraints SQL join Insert sub-query Delete sub-query	16	✓
Power BI Introduction to Power BI Prepare Data in Power BI Publish Power BI Service Power BI Desktop Tooltip Reports & Slicers in Power BI Buttons & Bookmarks in Power BI	18	✓
Data Studio Google Data Studio Creating Charts & Graphs Filters & Controls Custom Fields Chart Styling User Management: Sharing your Reports	14	✓
Orientation on Corporate Skills	20	✓

BENEFITS OF THE MODULES

BENEFITS
Advanced Excel Students will have the ability to use more sophisticated functions, which will allow them to analyse complex and large volume of data to present meaningful information helping in decision making. <ul style="list-style-type: none">• Data Processing• Preparation of Dashboard• MIS Reporting• Process Automation
VBA Automates Repetitive and Routine Tasks Accessibility to other Users Reduces the formulas Burden Used in Excel Reports Reduces the Turnaround Time
G-Suite Domain-Based Email Improved Team Collaboration Video Conferencing Enhanced Data Security and Privacy
SQL Commonality & Simplicity Integrate Easily with Other Programming Languages Ability to Function at a High Operating Speed No Need of Complex Coding Skills for Data Extraction
Power BI Artificial Intelligence (AI) Allows Analysis and Sharing of Big Data Personalized Dashboards and Interactive Reports Access to Information in Real-time Excel Integration Profuse Data Sources Support and Integration Interactive UI/UX Features
Data Studio Access Unlimited Widget Options Pull Data From Multiple Sources Share Data Studio Reports Easily Create Easy-to-Read Reports for Everyone Get Dynamic Reporting Build Interactive Experiences

DURATION

4
MONTHS

COURSE
FEES
₹45,000



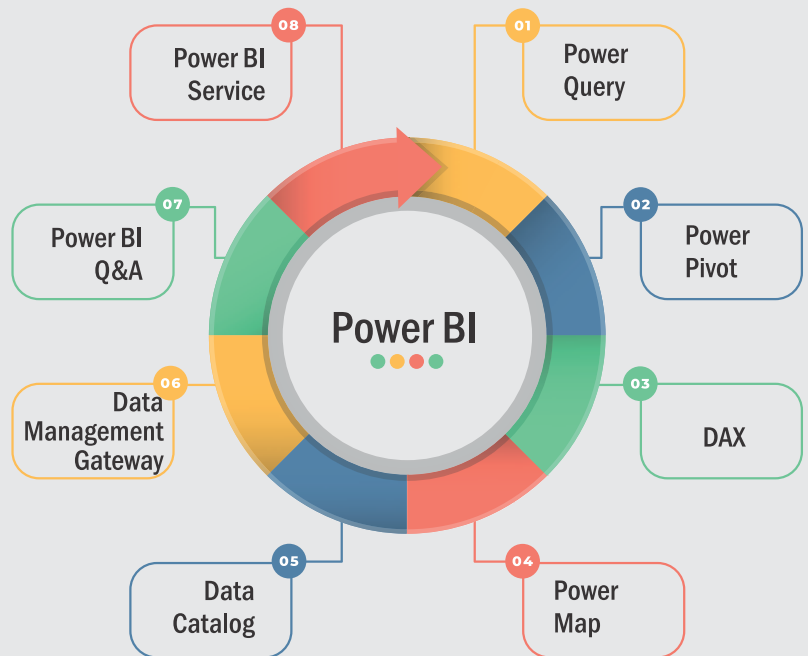


Power BI

Connect to and visualise any data using Microsoft **POWER BI**, the unified, scalable platform for self-service and enterprise business

Why choose Power BI?

Microsoft Power BI is one of the commonly used and trusted data visualization and manipulation tools in spite of many other successful tools in the market today. Here are some of the reasons why it is still a preferred visualization tool for businesses:



Utilities of Power BI



Uncover
actionable
insights



No upfront
costs



Data refresh



Continuous
updates



Meaningful
reports



Powerful
connectivity



Drag-and-drop
functionality



Rich
features



Embeddable
attributes



Superior
accessibility

Career Opportunities

- Power BI Data Analyst
- Power BI Developer
- Power BI Analyst
- Power BI Business Analyst (IT)
- Senior Business Intelligence (BI) Analyst

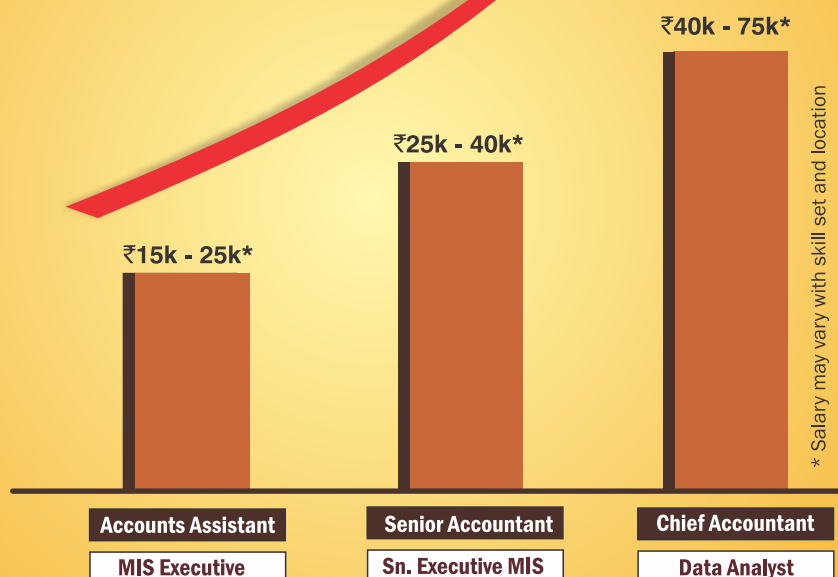


JOB VACANCIES
50,000+



CAREER INSIGHTS

INDICATIVE SALARY



4 CERTIFICATIONS



CIA CERTIFICATION

After the successful completion of course, each student is entitled to get an ICA Certificate.



SAP CERTIFICATION

ICA has collaborated with SAP to provide SAP ERP Business User Program to ICA students. Students will learn SAP ERP using their proprietary training module.



MICROSOFT CERTIFICATION

ICA has collaborated with Certiport (a Pioneer Company) for conducting Microsoft Office Specialist Excel Certification

- Globally Recognised Certificate
- Online Project based assessment



ZOHO CERTIFICATION

ICA has collaborated with ZOHO to provide training on ZOHO Books module to the students. Students will learn ZOHO Books module using their proprietary training module.



ICA EDU SKILLS PVT. LTD.

Any Time Job
Card



CENTRE	: CENTRE
COURSE	: CIA+
NAME	: PRIYA THAKUR
CODE	: C00000123654
ADMISSION DATE	: 03/07/2020
VALID UPTO	: 03/07/2023

www.icajobguarantee.com | Toll Free : 88 2000 4000

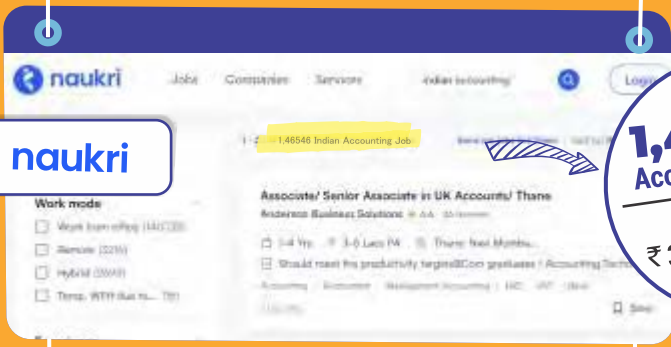
Get a JOB at any of Our Placement Office(s)

CAREER OPTIONS

- Accounts Executive
- Finance Executive
- MIS Executive
- SAP FICO End User
- SAP FICO Business User
- Senior Finance Executive
- Senior Accounts Executive
- Senior Executive (in KPOs & MNCs)
- Senior Accountant
- Audit Assistant
- Assistant Manager - Accounts & Finance
- Accounts & Finance Manager
- Financial Analyst
- SAP Functional Consultant
- Chief Accountant

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*Conditions Apply



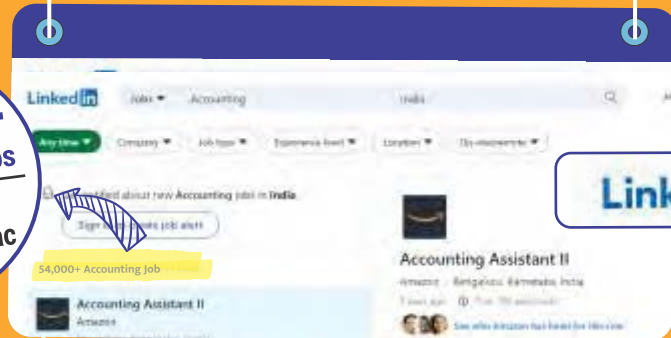
1,46,546
Accounting Jobs

Salary
₹ 3Lac to 15Lac
per year

JOB VACANCIES IN DIFFERENT JOB PORTAL

54,000+
Accounting Jobs

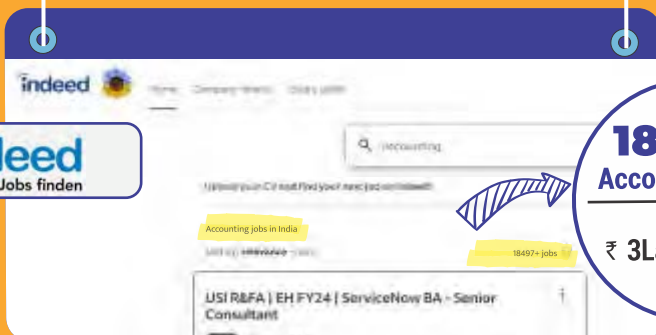
Salary
₹ 3Lac to 10Lac
per year



LinkedIn

VACANCIES IN ACCOUNTS & FINANCE

indeed
Jobs finden



18,497+
Accounting Jobs

Salary
₹ 3Lac to 8Lac
per year

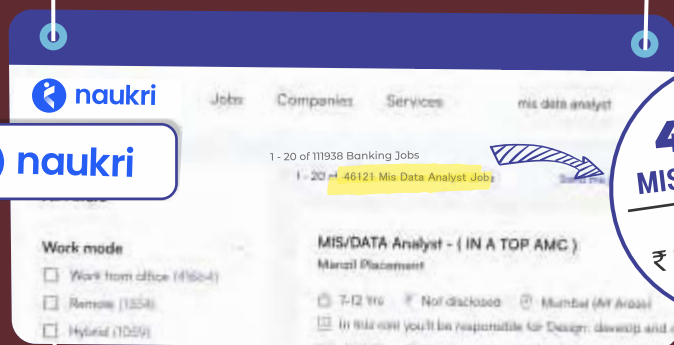
*Data as per April 2024, which may vary day to day

VACANCIES IN MIS DATA ANALYST

2,000+
Mis Data Analyst

Salary
₹ 6Lac to 12Lac
per year

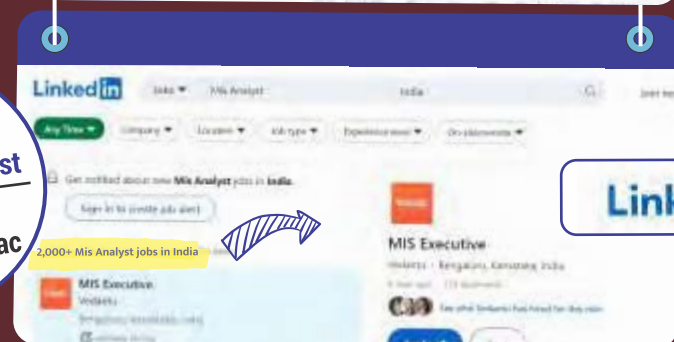
naukri



46,121
MIS Data Analyst

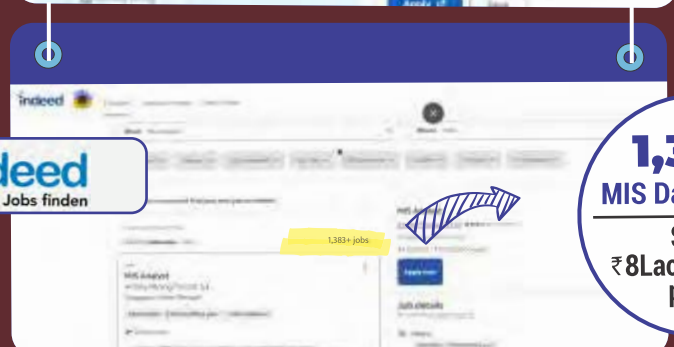
Salary
₹ 5Lac to 12Lac
per year

LinkedIn



LinkedIn

indeed
Jobs finden



1,383+
MIS Data Analyst

Salary
₹ 8Lac to 10Lac
per year

OUR RECRUITERS

Where our students are working



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many more...

HEAR OUR STUDENTS SPEAK

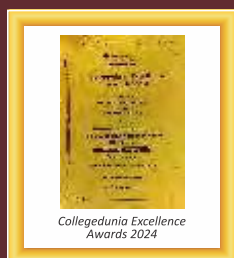


HEAR OUR EMPLOYER SPEAK

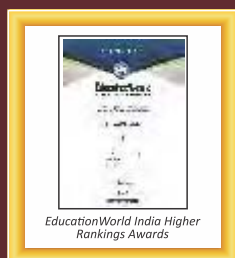




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Best Vocational Training Provider Assocham Skilling Awards



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Franchise Opportunities Award Franchise India



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Best Brands of the Year Brands Achiever Initiative



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Certificate of Appreciation Mumbai University

- Partners
- Associations
- Certification



ICA Edu Skills Pvt. Ltd.

ACCOUNTS | BANKING | FINANCE | TAXATION
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Partner



Registered Office : Unit No. ECSL1401, EcoCentre Business Park, EM Block, Sector V, Salt Lake, Kolkata - 700091 (West Bengal)

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