

**Work Shop
On
“USE OF A.I (ARTIFICIAL
INTELLIGENCIFS) IN HIGHFR**

**FROM-15.12.2025 To
20.12.2025**

ORGANIZED

BY

**Department of Commerce
NSCBM GOVT COLLEGE
HAMIRPUR**



Principal/Chief Patron



**NSCB Memorial Govt. Degree College
Hamirpur
District Hamirpur (H.P.)**



Tel No.: 01972-222227, FAX: 01972-222227, e-Mail: gchamirpur-hp@nic.in



TEAM

Dr Dinesh Kumar Head of Department	Naresh Kumar Convener of Work Shop
Dr Kanika Kaondal Organizing Secretary	Pankaj Kumar Joint Secretary



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TECHNICAL SESSIONS	TIME	SPEAKER OF THE SESSION	TOPIC OF THE SESSION
DAY-1 15.12.25 (Monday)			
Inaugural Session	10.00AM	Welcoming the participants & the Chief Guests	
	10.15AM	HOD's address by Dr Dinesh Kumar	
	10.20- 10.25 AM	Inaugural address by: Principal NSCBM GOVT COLLEGE HAMIRPUR H.P	
	10.25-10.30AM	Vote of Thanks by : Dr Kanika Kaondal Department of commerce	
T.S.-1	10.30-12.00PM	Computerise Accounting	Introduction of IT
T.S.-2	12:00-1.30PM	Akashait Speciilization: Filling ITR, GST Return	Introduction of Tally
T.S.-3	2:30-4.00PM	Pooja Sharma Akashait	How to Create Company and How to Create Ledger Group-1 (All Odd Roll no Students of B Com 1 st Year) How to Create Ledger and How to Create Ledger Group-1I (All Even Roll no Students of B Com 1 st Year)

DAY-2
16.12.25(Tuesday)

TECHNICAL SESSIONS	TIME	SPEAKER OF THE SESSION	TOPIC OF THE SESSION
T.S.-0	10.00-10.30AM	Review Session:	1.Prof Naresh Kumar 2.Dr Kanika Kaundal
T.S.-1	10.30-12.00PM	Pooja Sharma Akaishait	Stock Creation and Vouchering and use of shortcut keys Group-1 (All Odd Roll no Students of B Com 1 st Year) Stock Creation & Vouchering and use of shortcut keys Group-II (All Even Roll no Students of B Com 1 st Year)
T.S.-2	12.00-1.30PM	Pooja Sharma Akaishait	Purchase and Cash credit of GST (All Odd Roll no Students of B Com 1 st Year) Vouchering and use of shortcut keys Sale and cash credit Group-II (All Even Roll no Students of B Com 1 st Year)
T.S.-3	2.30-4.00PM	Pooja Sharma Akaishait	

DAY-3
17.12.25(Wednesday)

TECHNICAL SESSIONS	TIME	SPEAKER OF THE SESSION	TOPIC OF THE SESSION
T.S.-0	10.00-10.30AM	Review Session : 1.Prof Naresh Kumar 2.Dr Kanika Kaundal	
	10.30-12.00 Noon	Pooja Sharma Akaishait	Day Book ,Registered Dealer and Unregistered Dealer Group-1 (All Odd Roll no Students of B Com 1 st Year) Vouchering and use of shortcut keys Day Book ,Registered Dealer and Unregistered Dealer Group-1I (All Even Roll no Students of B Com 1 st Year)
T.S.-2	12.00-1.30PM	Pooja Sharma Akaishait	Purchase Foreign Currency and Its Change Group-1 (All Odd Roll no Students of B Com 1 st Year) Vouchering and use of shortcut keys Foreign Currency and journal Voucher Group-1I (All Even Roll no Students of B Com 1 st Year)
T.S.-3	2.30-4.00PM	Pooja Sharma Akaishait	GST Price and Written Group-1 (All Odd Roll no Students of B Com 1 st Year) Vouchering and use of shortcut keys Outstanding Entries Group-1I (All Even Roll no Students of B Com 1 st Year)

DAY-4
18.12.25(Thursday)

TECHNICAL SESSIONS	TIME	SPEAKER OF THE SESSION	TOPIC OF THE SESSION
T.S.-0	10.00-10.30AM	Review Session 1.Prof Naresh Kumar 2.Dr Kanika Kaundal	
T.S.-1	10.30-12.00 Noon	Pooja Sharma Akaishait	Return and advance Receipt Group-1 (All Odd Roll no Students of B Com 1 st Year) Vouchering and use of shortcut keys Return and advance Receipt Group-II (All Even Roll no Students of B Com 1 st Year)
T.S.-2	12.00-1.30PM	Pooja Sharma Akaishait	Purchase, Sale Group-1 (All Odd Roll no Students of B Com 1 st Year) Vouchering and use of shortcut keys Mixed Supply Group-II (All Even Roll no Students of B Com 1 st Year)
T.S.-3	2.30-4.00PM	Pooja Sharma Akaishait	Composite Supply Group-1 (All Odd Roll no Students of B Com 1 st Year) Vouchering and use of shortcut keys State wise MRP Group-II (All Even Roll no Students of B Com 1 st Year)

DAY-5
19.12.2025(Friday
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TECHNICAL SESSIONS	TIME	SPEAKER OF THE SESSION	TOPIC OF THE SESSION
T.S.-0	10.00-10.30AM	Review Session 1.Prof Naresh Kumar 2.Dr Kanika Kaundal	
T.S.-1	10.30-12.00 Noon	Pooja Sharma Akaishait	GST Introduction Group-1 (All Odd Roll no Students of B Com 1 st Year) Vouchering and use of shortcut keys GST Introduction Group-II (All Even Roll no Students of B Com 1 st Year)
T.S.-2	12.00-1.30PM	Pooja Sharma Akaishait	GST Implication of GST Group-1 (All Odd Roll no Students of B Com 1 st Year) Vouchering and use of shortcut keys GST Implication of GST Group-II (All Even Roll no Students of B Com 1 st Year)
T.S.-3	2.30-4.00PM	Pooja Sharma Akaishat	Filling of GST and Its Rule regarding Return Group-1 (All Odd Roll no Students of B Com 1 st Year) Vouchering and use of shortcut keys Filling of GST and Its Rule regarding Return Group-II (All Even Roll no Students of B Com 1 st Year)

DAY-6
20.12.2025(Saturday)

T.S.-0	10.00-10.30AM	ReviewSession: 1.Prof Naresh Kumar 2.Dr KanikaKaundal	
T.S.-1	10.30-12.00Noon	Pooja Sharma Akaishait	Rules and Law of GST(Implication of GST) Group-1 (All Odd Roll no Students of B Com 1 st Year) Vouchering and use of shortcut keys Rules and Law of GST(Implication of GST) Group-II (All Even Roll no Students of B Com 1 st Year)
T.S.-2	12.00-1.30PM	Pooja Sharma Akaishait	ITR and GST/ CGST, SGST and IGST Steps to involve to file the ITR and Classification of Goods Group-1 (All Odd Roll no Students of B Com 1 st Year) Vouchering and use of shortcut keys ITR and GST/ CGST, SGST and IGST Steps to involve to file the ITR and Classification of Goods Group-II (All Even Roll no Students of B Com 1 st Year)
T.S.-3	2.30-4.00PM	VALEDICTORY SESSION	
TECHNICAL SESSIONS	TIME	SPEAKEROF THE SESSION	TOPICOF THESESSION



Principal

Govt College Hamirpur