

5.1.3. DVV DOCUMENTS

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ICT/COMPUTING SKILLS

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REPORT
OF
VALUE ADDED COURSE

Short Term Value added course E-filing of Returns

Organizing Committee Dr. Charanjit Kaur (Convener)

Dr. Kiranpreet Kaur (Member)

Ms. Rishu Jain (Member)

Date 26.05.2021 to 09.06.2021

Time 2:00 PM

Mode Online through Zoom app

No. of Participants **52**

Name of Resource Person CA Sanjeev Singla

Objectives of the course

- This course is specially designed to help the students in building strong foundation in taxation.
- To develop the students' understanding of basics concepts, definitions and terms related to Goods and Service Tax (GST) and Income Tax.
- To make the students familiar with the various practical aspects such as registration, e-filing of returns and payment & refund etc. under Goods and Service Tax (GST) and Income Tax.
- To make students able to use the practical knowledge so obtained through the course for their own purpose and for vocational purpose as well.

Course Content

S. No.	Course Content	No. of Lectures
Unit –I		

1.	Overview of Goods & Services Tax- Meaning of Tax, Types of Tax, Difference between Direct and Indirect Tax, Introduction to GST, Features, Benefits and Drawbacks.	1
2.	Registration Procedure under GST, CGST/SGST Act, 2017- Introduction, Eligibility, Procedure, Amendment and Cancellation for Registration.	1
3.	E-Way Bill-Introduction, Features, Types	1
4.	Input Tax Credit- Introduction, CGST, SGST, IGST, Eligibility and Conditions for taking ITC, Adjustments of ITC.	2
5.	Filing of Returns under GST- Process of Filing GST Returns	3
6	Payment and Refund of GST- Procedure of Payment and Refund	1
Unit - II		
7	Overview of Income Tax- Meaning,	1
8	TDS and TCS- Meaning, Features, Difference between TDS and TCS, Calculations	1
9	How to apply for PAN- Eligibility and Procedure for applying PAN	1
10.	Deductions under Income Tax Act	1
11	Filing of Returns under Income Tax- Procedure, Calculations and e-filing of returns	2

List of Students Enrolled in Value Added Course

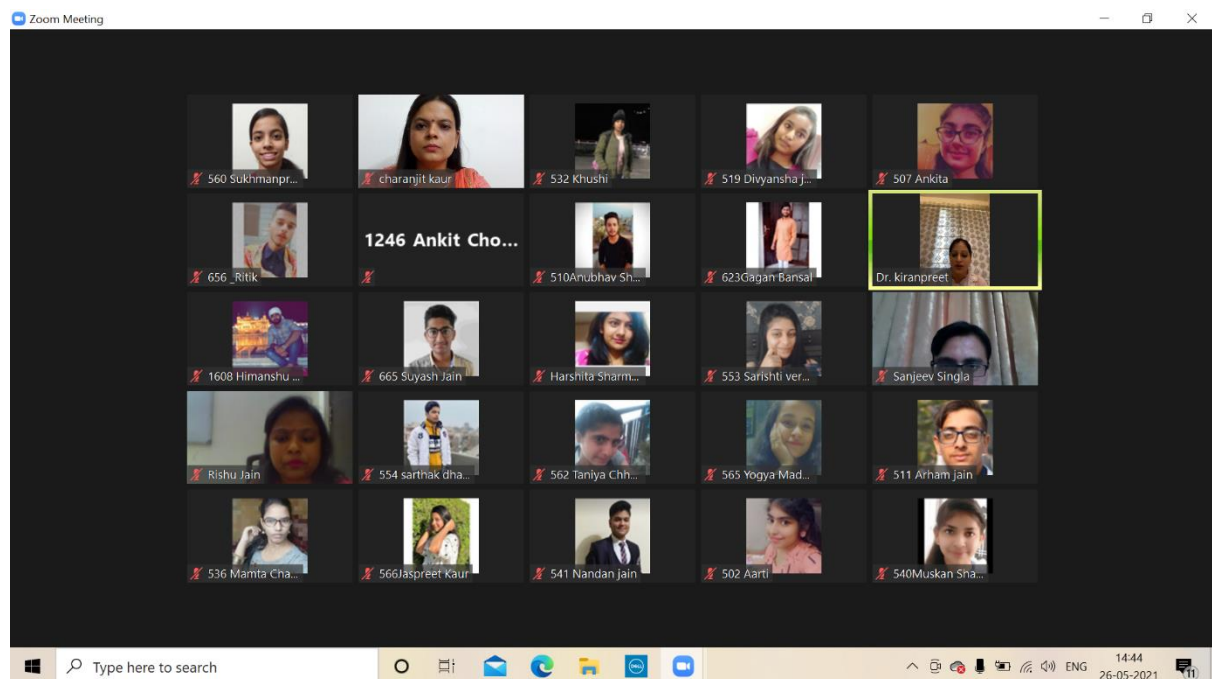
Sr. No.	Name	Father's Name	Class	Section	Roll. No.
1	Arihant Jain	Sanjay Jain	B.Com 2 nd Sem	M.B.	406
2	Rishabh Dev Jain	Sanjeev Kumr	B.Com 2 nd Sem	M.B.	429
3	Aarti	Harkesh Kumar	B.Com 2 nd Sem	A	502
4	Akshith Chopra	Dinesh Chopra	B.Com 2 nd Sem	A	506
5	Ankita	Ravinder	B.Com 2 nd Sem	A	507
6	Anubhav Sharma	Vinay Sharma	B.Com 2 nd Sem	A	510

7	Arham Jain	Vivek Jain	B.Com 2 nd Sem	A	511
8	Babika Jain	Harshit Jain	B.Com 2 nd Sem	A	513
9	Dhanwanti Shah	Ram Pukar Shah	B.Com 2 nd Sem	A	517
10	Divyansha Jain	Amit Jain	B.Com 2 nd Sem	A	519
11	Harshita Sharma	Vishal Sharma	B.Com 2 nd Sem	A	523
12	Himanshu Gupta	Parveen Kumar	B.Com 2 nd Sem	A	525
13	Jashan	Lalit Arora	B.Com 2 nd Sem	A	527
14	Jessi Verma	Raj Kumar	B.Com 2 nd Sem	A	528
15	Khushi	Vikas Bedi	B.Com 2 nd Sem	A	531
16	Khushi	Vipan Kumar	B.Com 2 nd Sem	A	532
17	Lovish Khurana	Rakesh Khurana	B.Com 2 nd Sem	A	535
18	Mamta	Hind Kumar	B.Com 2 nd Sem	A	536
19	Muskaan Sharma	Raj Kumar	B.Com 2 nd Sem	A	540
20	Nandan Jain	Anil Jain	B.Com 2 nd Sem	A	541
21	Nikita	Gopal Jha	B.Com 2 nd Sem	A	542
22	Rishab	Amit Kumar	B.Com 2 nd Sem	A	548
23	Sarishti Verma	Sanjeev Kumar	B.Com 2 nd Sem	A	553
24	Sarthak Dhandha	Ajay Dhanda	B.Com 2 nd Sem	A	554
25	Shivam Vaid	Ashok K. Vaid	B.Com 2 nd Sem	A	555
26	Sugandha	Rakesh Kumar	B.Com 2 nd Sem	A	559
27	Sukhmanpreet Kaur	Parminder Singh	B.Com 2 nd Sem	A	560
28	Taniya Chhabra	Rakesh Chhabra	B.Com 2 nd Sem	A	562
29	Yogya Madaan	Ravi Kumar	B.Com 2 nd Sem	A	565
30	Jaspreet	Surjeet Soni	B.Com 2 nd Sem	A	566
31	Aadish Jain	Neeraj Jain	B.Com 2 nd Sem	B	601
32	Aditya Kumar Jena	Jeetu Jena	B.Com 2 nd Sem	B	604

33	Akashdeep	Sunil Singh	B.Com 2 nd Sem	B	605
34	Amulya	Munish Dhir	B.Com 2 nd Sem	B	607
35	Bhavik Jain	Sanjeev Jain	B.Com 2 nd Sem	B	613
36	Chirag Jain	Deepak Jain	B.Com 2 nd Sem	B	616
37	Gagan Bansal	Satish Kumar	B.Com 2 nd Sem	B	623
38	Mihir	Bobby	B.Com 2 nd Sem	B	642
39	Prince	Arjun Singh	B.Com 2 nd Sem	B	649
40	Ritik	Parmjit Singh	B.Com 2 nd Sem	B	656
41	Sahil Heer	Baldev Raj	B.Com 2 nd Sem	B	659
42	Suyash Jain	Manoj K. Jain	B.Com 2 nd Sem	B	665
43	Divyanshu Adya	Rajesh Kumar	B.Com 4 th Sem	A	1010
44	Harshneet Kaur	Kamaljit Singh	B.Com 4 th Sem	A	1038
45	Gourav Kumar Choudhary	Amresh Choudhary	B.Com 4 th Sem	B	1111
46	Ayush Kanojia	Vijay Kumar Dewan	B.Com 4 th Sem	C	1221
47	Ankit Choudhary	Lalit Kumar Choudhary	B.Com 4 th Sem	C	1246
48	Abhishek Garg	Rajeev Garg	B.Com 6 th Sem	B	1607
49	Himanshu Malhotra	Somnath Malhotra	B.Com 6 th Sem	B	1608
50	Ravneet Singh	Harwinder Singh	B.Com 6 th Sem	C	1639
51	Manoj	Surinder Sharma	Alumni		
52	Money Goel	Naresh Goyal	Alumni		

About the Event

Value Added Course of fifteen days on E-Filing of Returns has been successfully conducted by our college to give practical exposure to the students regarding Goods & Service Tax (GST) and Income Tax. Expert from the industry covered different technical aspects during the course. Resource person shared his knowledge about the Overview of Goods and Services Tax, Registration Procedure under GST, CGST/SGST Act, 2017, Eway Bill, Filing of Returns under GST[GSTR-3B (For payment of taxes),GSTR-1 (For bill wise detail of sales),GSTR-2 (for bill wise detail of purchases),GSTR-2A (For purchase view purpose only),CMP-08(For composition Tax Payer),GSTR-9(Annual Return),Payment and Refund of GST, Overview of Income Tax, Rebate and Reliefs, Deductions under Income Tax Act, TDS, How to apply for PAN, Computation of Tax & E-Filing of Returns under Income Tax. Every day the session ended with interaction between resource person and students. The course enabled the students in developing the skills so that they can start their own consultancy and enhanced the number of employment opportunities available to the students.



Glimpses of course-E-filing of Returns held between 26.05.2021 to 09.06.2021

Tax structure under GST

- CGST**
 - Stands for Central GST
 - Tax collected by Central Government
 - Applicable on supplies within the state
- SGST**
 - Stands for State GST
 - Tax collected by State Government
 - Applicable on supplies within the state
- UTGST**
 - Stands for Union Territory GST
 - Tax collected by Union Territory
 - Applicable on supplies within the Union Territory
- IGST**
 - Stands for Integrated GST
 - Tax collected is shared between Centre and State
 - Applicable on interstate and import transactions

CA Sanjeev Singla telling students about tax structure

Overview of earlier limits, new limits and the date of applicability

Aggregate Turnover	Registration Required	Applicability
Earlier Limits - For the sale of Goods/Providing Services		
Exceeds Rs.20 lakh	Yes - For Normal Category States	Up to 31st March 2019
Exceeds Rs.10 lakh	Yes - For Special Category States	Up to 31st March 2019
New Limits - For Sale of Goods		
Exceeds Rs.40 lakh	Yes - For Normal Category States	From 1st April 2019
Exceeds Rs.20 lakh	Yes - For Special Category States	From 1st April 2019
New Limits - For Providing Services		
There has been no change in the threshold limits for service providers. Persons providing services need to register if their aggregate turnover exceeds Rs.20 lakh (for normal category states) and Rs.10 lakh (for special category states). The above changes were proposed in the 32nd GST Council Meeting held on 10th January 2019. An option was provided to the states to opt for the new limits or continue the earlier ones		

CA Sanjeev Singla telling students about tax limits

Report

Name of the Activity: Value Added Short Term Course on Export Assistance Orientation

Organizing committee: Committee for Short term Value added course Export assistance orientation

Organizing committee members: Prof. Avriti Tangri (**Convener**), and Prof. Deepika Nanda

Dates and venue:

Value Added Short Term Course on Export Assistance Orientation		
Number of days	Dates	Mode of Programme
Day 1	26.05.2021	Online (via Google Meet App)
Day 2	27.05.2021	Online
Day 3	28.05.2021	Online
Day 4	29.05.2021	Online
Day 5	30.05.2021	Online
Day 6	31.05.2021	Online
Day 7	01.06.2021	Online
Day 8	02.06.2021	Online
Day 9	03.06.2021	Online
Day 10	04.06.2021	Online
Day 11	05.06.2021	Online
Day 12	06.06.2021	Online
Day 13	07.06.2021	Online
Day 14	08.06.2021	Online
Day 15	09.06.2021	Online

ABOUT THE COURSE

The course aimed to provide insights to the students in the field of export. Export being an integral part of the business world, needs immense documentation, skill and expertise to yield profit from the ventures. The course provided the students practical orientation towards the export business in India. The course also helped the college to market its students well in the industry. It also added to the image building of the college as well as the students in the society. Apart from all this the course also helped in the value addition of the students along with their routine curriculum. Further this lead the college a step ahead in the terms of holistic development of the students.

OBJECTIVES

The course aimed to fulfill the following objectives:

- To make students understand the nature and regulations of export business in India
- To enable students to identify products and markets for export and draw export strategies
- To make them familiarize with export procedures and documentation
- To give them insights to different requirements for export.

DURATION

The duration of the course was 30 hours spread over 15 days. The classes took place through the Online mode.

PARTICIPATING STUDENTS

The course aimed to nurture students of B.Com and B.BA in order to provide them opportunity to enhance their skills and knowledge.

Students enrolled in the course:

S.NO	Name of the student	Class	Roll no
1	Ankur Bansal	BBA I	103
2	Anubhav Sharma	BBA I	104
3	Chetan Sharma	BBA I	108
4	Kapil Chopra	BBA I	115
5	Paras Dhawan	BBA I	123
6	Hardik Jain	BBA II	223
7	Gurkirat Singh	BBA II	224
8	Arihant Jain	B.COM I	406

9	Ayush Mehta	B.COM I	408
10	Nikhil Shukla	B.COM I	421
11	Parth Arora	B.COM I	423
12	Payal Sharma	B.COM I	424
13	Rishabh Dev Jain	B.COM I	429
14	Yatin	B.COM I	452
15	Prabhjot Singh Sandhu	B.COM I	459
16	Akshit Chopra	B.COM I	506
17	Arham Jain	B.COM I	511
18	Kavita	B.COM I	529
19	Nandan Jain	B.COM I	541
20	Reema Kumari	B.COM I	547
21	Saloni	B.COM I	551
22	Amulya	B.COM I	607
23	Mihir	B.COM I	642
24	Suyansh Jain	B.Com I	665
25	Faizan Ali	B.COM I	716
26	Ridham Mahajan	B.COM I	745
27	Rohan Dutta	B.COM I	751
28	Harleen Singh	B.COM II	1133
29	Vikas Aggarwal	B.COM II	1227
30	Vishwas	B.COM III	1527
31	Karan	B.COM III	1538
32	Prachi Kapoor	B.COM I	425
33	Aanchal	B.Com I	501
34	Vivek Semwal	B.Com I	761

COURSE CONTENT

The course was designed keeping in mind the deep insights of export business and accordingly the syllabus of the course included the following contents:

Unit-I

1. Export documentation
 - Types of documents
 - Formats of documents
2. Registration procedure and Export licence
 - Steps for registration
 - Registration number
 - Documents required
 - Importance of licensing
3. Appointing export agents
 - Types
 - Commission of agents
4. Export sampling
 - Inspecting samples
 - Packaging samples
5. Developing export strategy and preliminaries for export
 - Types of strategies
 - Steps involved in strategy formulation
 - Pre-conditions for exports

Unit-II

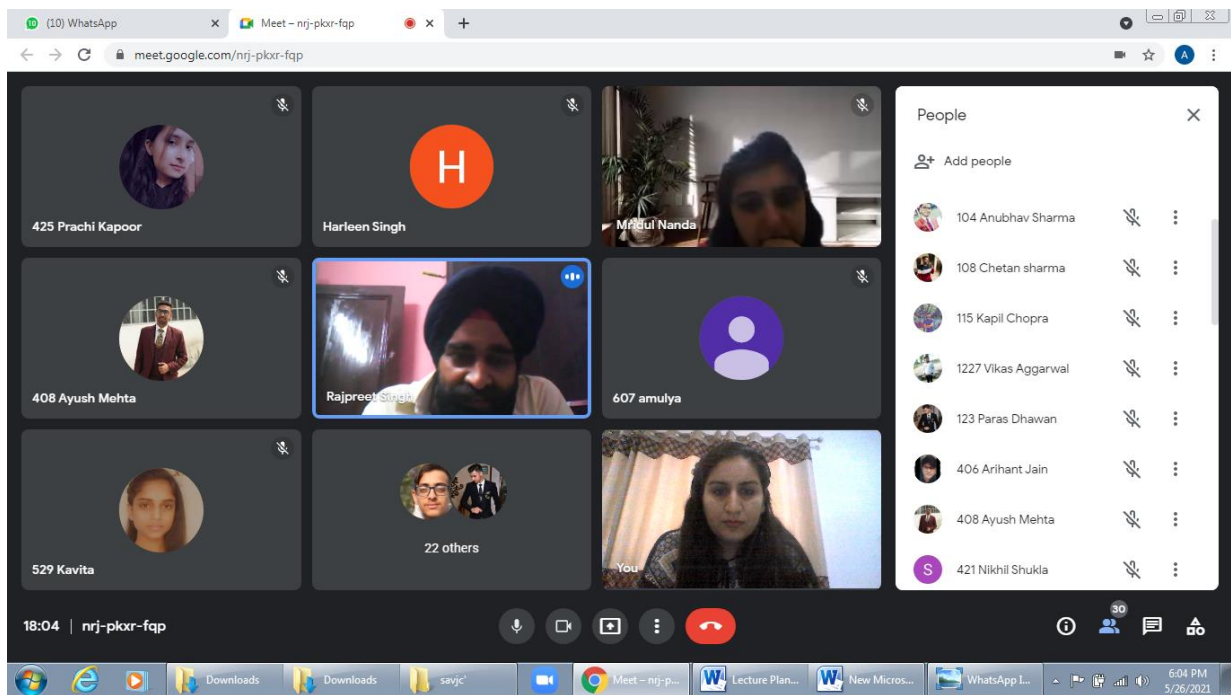
6. Export promotional measures
 - Steps taken by government to promote exports
 - Agencies for export promotion
 - Export promotion councils
7. Export Financing , Negotiation, sales agreement , terms of payment
 - Need of finance
 - Sources of finance
 - Role of financial institutions
8. Forex booking and risk management
 - Agencies for risk management
 - Role of insurance sector
9. Exporting through export houses
 - Types of export houses
 - Significant
 - Scope of export houses
 - Functions of export houses
10. Regulatory framework for export
 - Legal framework
 - Regulatory framework

FEE STRUCTURE

A nominal fee of Rs.500 was charged from each student as the course was self-financed and this helped to cover up the cost incurred in the smooth running of the course. Moreover, the fund collected was used for paying of honorarium to the resource person for the professional and technical training provided to the students.

RESOURCE PERSON

The course aimed to provide professional and in-depth technical export training to the students through technically competent professional **Dr Rajpreet Singh Chattwal**, Director cum Principal (Punjab College of Technical Education, Jhande Ludhiana). He trained the students for 30 hours. **Dr Rajpreet Singh Chattwal** has one year of industry experience as Assistant Manager Exports and for the last 13 years he is in Academics. His areas of expertise include International Business, Export-Import, Business Environment.



Glimpses of export oriented course held from 26 may to 9 june

meet.google.com/mqu-qtkm-orz

Rajpreet Singh is presenting

B	C	D	E	F	G
948				It covers risk	FUTURE CONTRACTS
949	SEA PERILS. RISK		SINKING OF VESSEL		
950			PIRE		
951			THEFT		
952	General Insurance companies		ATTACK FROM PIRATES		
953			ACCIDENT		
954			TERRORIST ATTACK		
955			ICEBERG		
956			TSUNAMI		
957			TYPHOONS		
958			HURRICANES		
959			any other natural disaster		
960			Act of god		
961	Special insurance companies				
962	We have to throw some containers		Jettison		
963		2000			
964		18000			
965					

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223 Hardik Jain, 425 Prachi Kapoor, Vikks Aggarwal, 423 Parth Arora, 123 Paras Dhawan, Rajpreet Singh, 115 Kapil Chopra, 13 others, You

Dr Rajpreet Singh Chattwal telling about export aspects during export course

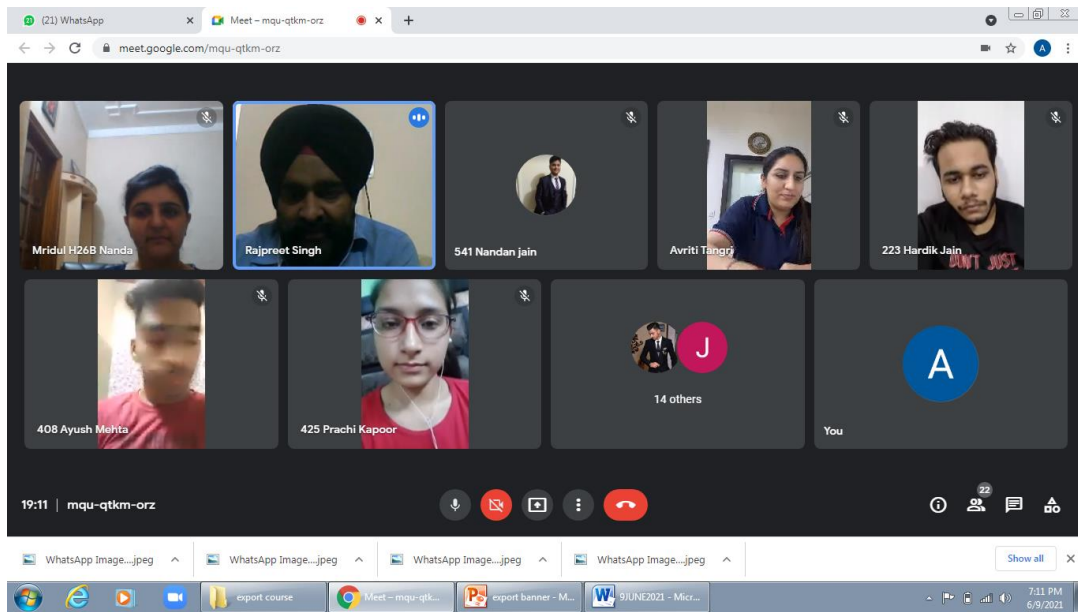
meet.google.com/mqu-qtkm-orz

Rajpreet Singh is presenting

B	C	D	E	F	G
963		2000			
964		18000			
965					
966					
967	A		Who can purchase marine insurance		
968					
969					
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972					
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976					
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978					
979					
980					
981					

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223 Hardik Jain, 425 Prachi Kapoor, Vikks Aggarwal, 423 Parth Arora, 123 Paras Dhawan, Rajpreet Singh, 115 Kapil Chopra, 13 others, You



Dr Rajpreet Singh Chattwal handling students queries