



# P. N. DAS COLLEGE

Santinagar, Palta, P.O.: Bengal Enamel, North 24 Parganas, Pin - 743122 (W.B.)  
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NAAC ACCREDITED - 2016

Ref: .....

Date .....

## NOTICE

It is to inform all concerned that classes of ADD-ON course on “ E-Filing of Income Tax Returns” will be organised by the department of Commerce on and from 05.04.2023 as per the time table attached herewith. At the end of the course there will be an assessment to evaluate and assess the learning level/course outcome of the students and every successful candidate shall be provided certificate after that. Class Routine, Syllabus and other details are attached herewith. Classes shall be taken as per the modules mentioned against each course.

Name of the Course Co-ordinator ;

Joint Co-ordinators :

1. Prof. Amal Kumar Bhakat, Mob No-8910954863
2. Dr. Taposh Kumar Paul, Mob No- 9433439397

  
Principal  
P.N. Das College  
Palta, Bengal Enamel, N. 24 Pgs



**Department of Commerce, P.N. Das College**  
**In Collaboration with**  
**Internal Quality Assurance Cell (IQAC), P.N. Das College**

*Organizes*

**36 Hours ADD ON COURSE IN**  
**“E-FILING OF TAX RETURNS”**

**PERIOD: 4<sup>th</sup> APRIL, 2023 to 1<sup>st</sup> July, 2023**

**ELIGIBILITY:**

**B. Com student/B. Com graduate**

**Mode:**

**Online & Offline(Blended)**

**Offline Venue: P.N. DAS COLLEGE, PALTA,NORTH 24 PGS**

**Registration Fees: FREE (FOR P.N.DAS COLLEGE REGULAR STUDENTS)**

**& Rs.200/- ( for others )**

**Registration Link: <https://forms.gle/B2XmQGmQk3N4BgFW6>**

**Payment Details (For others than P.N.Das College Students)**

**P.N. Das College TR 7 Account, State Bank of India**

**A/C:30676265750 (IFSC: SBIN0010091, MICR:700002312)**

**Chief Patron: Dr. Sharmila De**  
**Principal**

**Jt. Conveners: Dr. Taposh Kumar Paul**  
**Mr. Amal kumar Bhakat**

**Contact Details: Mobile No. – 9433439397,8910954863**

**E-mail ID: [taposh@pndacollege.in](mailto:taposh@pndacollege.in)**

**Certificate will be provided after completion of the course**

**P.N. DAS COLLEGE**  
**ADD ON COURSE STRUCTURE**

Name of Course:	E-filing of Tax Returns		
Duration:	36 Hours	Modules:	6
Course Objectives:			
<ul style="list-style-type: none"> <li>• This course aims at teaching Indian tax system, various heads of income and tax planning with reference to salaried persons.</li> <li>• Students will also get an overview of income tax department's website and how to file a return.</li> <li>• Students will learn legal ways of minimizing tax liability by making use of various tax exemptions and deductions.</li> </ul>			
Course Outcomes:			
<p>After doing this course students will be able to:</p> <ul style="list-style-type: none"> <li>• Calculate income under various heads.</li> <li>• Compute total income.</li> <li>• Make tax plan for individual.</li> <li>• File tax return.</li> </ul>			
Course Pre-requisites:			
<ul style="list-style-type: none"> <li>• The student should have basic idea about accounting and taxation.</li> <li>• Basic mathematical abilities.</li> </ul>			
Career Prospects:			
<p>This course will enable the students to choose their work areas such as:</p> <ul style="list-style-type: none"> <li>• Tax consultant/Tax advisor/Tax Specialist</li> <li>• Income tax official</li> <li>• Tax Managers/Finance Manager</li> </ul>			

Course Contents		
<b>Module-1:</b>	<b>Duration:</b>	<b>02 Hours</b>
<ul style="list-style-type: none"> <li>➤ Meaning of tax</li> <li>➤ Purpose and classification of taxes</li> <li>➤ India's tax system</li> <li>➤ Residential status.</li> </ul>		
<b>Module-2:</b>	<b>Duration:</b>	<b>16 Hours</b>
<ul style="list-style-type: none"> <li>➤ Overview of various heads of Income</li> <li>➤ Income from salary (4 Hours)</li> <li>➤ Income from house property (4 Hours)</li> <li>➤ Income from Profits and gains of business or Profession (4 Hours)</li> <li>➤ Capital gain (2 Hours)</li> <li>➤ Income from other sources (2 Hours)</li> </ul>		

<b>Module-3:</b>	<b>Duration:</b>	<b>02 Hours</b>
<ul style="list-style-type: none"> <li>➤ Exempted Incomes</li> </ul>		
<b>Module-4 :</b>	<b>Duration :</b>	<b>02 Hours</b>
<ul style="list-style-type: none"> <li>➤ Tax Planning with reference to Individuals</li> <li>➤ Deductions as per the series of Section 80.</li> </ul>		
<b>Module-5 :</b>	<b>ration :</b>	<b>02 Hours</b>
Computation of Individual Tax		
<b>Module-6: (Practical)</b>	<b>Duration:</b>	<b>12 Hours</b>
<ul style="list-style-type: none"> <li>➤ Return of Income</li> <li>➤ Overview of income tax departments website</li> <li>➤ Information about ITR's</li> <li>➤ How to file a return/extract previous return.</li> </ul>		
<b>Assessment – Continuous Internal Assessment &amp; One project on E-filing</b>		

**P.N. Das College, Department of Commerce**  
**ADD on course on E-Filing of Tax (Program Schedule )**

Sl	Date & Day	Time	Topic	Name of the Faculty	Mode (Venue/Link)
1	04.05.2023 (Tuesday)	12.00 to 2.00 P.M	Inauguration of the Course	Inaugurated by Dr. Sharmila De, Principal All faculties of the Department	P.N. Das College (Room No:201)
2	05.04.2023 (Wednesday)	7.00 P.M to 9.00 P.M	Basic Concepts	Dr. Taposh Kumar Paul	Online (Google Link will be provided later)
3	08.04.2023 (Saturday)	<b>2.30 P.M to 4.30 P.M</b>	Salary	Dr. Taposh Kumar Paul	P.N. Das College (R-L203)
4	10.04.2023 (Monday)	7.00 P.M to 9.00 P.M	Income from House Property	Prof. Amal Kumar Bhakat	Online (Google Link will be provided later)
5	12.04.2023 (Wednesday)	7.00 P.M to 9.00 P.M	Salary	Dr. Taposh Kumar Paul	Online (Google Link will be provided later)
6	17.04.2023 (Monday)	7.00 P.M to 9.00 P.M	Income from House Property	Prof. Amal Kumar Bhakat	Online (Google Link will be provided later)
7	19.04.2023 (Wednesday)	7.00 P.M to 9.00 P.M	Income from Other sources	Dr. Taposh Kumar Paul	Online (Google Link will be provided later)
8	22.04.2023 (Saturday)	<b>2.30 P.M to 4.30 P.M</b>	Tax Planning & Return	Dr. Taposh Kumar Paul	P.N. Das College (R-L203)
9	24.04.2023 (Monday)	7.00 P.M to 9.00 P.M	Income from Business of Profession	Prof. Amal Kumar Bhakat	Online (Google Link will be provided later)
10	26.04.2023 (Wednesday)	7.00 P.M to 9.00 P.M	Exempted Incomes	Dr. Taposh Kumar Paul	Online (Google Link will be provided later)
11	29.04.2023 (Saturday)	<b>2.30 P.M to 4.30 P.M</b>	E-filing Practical	Dr. Taposh Kumar Paul	P.N. Das College
12	03.05.2023 (Wednesday)	7.00 P.M to 9.00 P.M	Income from Business of Profession	Prof. Amal Kumar Bhakat	Online (Google Link will be provided later)
13	06.05.2023 (Saturday)	<b>2.30 P.M to 4.30 P.M</b>	E-filing Practical	Dr. Taposh Kumar Paul	P.N. Das College
14	08.05.2023 (Monday)	7.00 P.M to 9.00 P.M	Capital Gains	Prof. Amal Kumar Bhakat	Online (Google Link will be provided later)
15	10.05.2023 (Wednesday)	7.00 P.M to 9.00 P.M	Computation of Tax	Dr. Taposh Kumar Paul	Online (Google Link will be provided later)
16	13.05.2023 (Saturday)	<b>2.30 P.M to 4.30 P.M</b>	E-filing Practical	Dr. Taposh Kumar Paul	P.N. Das College (R-L203)
17	24.06.2023 (Saturday)	<b>2.30 P.M to 4.30 P.M</b>	E-filing Practical	Dr. Taposh Kumar Paul	P.N. Das College (R-L203)
18	27.06.2023 (Tuesday)	<b>4.00 P.M to 6.00 P.M</b>	E-filing Practical	Dr. Taposh Kumar Paul	P.N. Das College (R-L203)
19	01.07.2023 (Saturday)	<b>2.30 P.M to 4.30 P.M</b>	Assessment	Dr. Taposh Kumar Paul	P.N. Das College (Computer Lab & Library)