



M.Y.O.B

❖ **MANUAL Accounts**

- Introduction to M.Y.O.B
- Create Company/Leaders/Groups
- Journal Entries
- Cash book preparation
- Bank book preparation
- Trail balance
- Final Accounts along with adjustments

❖ **M.Y.O.B SOFTWARE**

- ❖ Journal Entries
- ❖ Cash book preparation (Three types of column preparation)
- ❖ Bank book preparation
- ❖ Trail balance
- ❖ Final Accounts along with adjustments
- ❖ Trail Balance, Trading A/C
- ❖ Profit & Loss A/C, Balance Sheet



**Contact For Details: Flat No.110, Annapurna Block,
Aditya Enclave, Ameerpet 16,
Ph: 040-66335225, Mobile: 9032034225,
Email: mindtec2014@gmail.com, www.mindtec.co.in**

MindTec