

ARTHA AIKYA FOUNDATION

- Basic Level Course for Graduates
- Advanced level program for Post Graduation Students

PROGRAMME HIGHLIGHTS

- I. General Management Course
- Accounting & Tax Professional
- Advanced Excel & Power BI
- Course on HR Professional
- HR Accounting
- Marketing Professional
- Master Class on Starting an Enterprise

GENERAL MANAGEMENT COURSE FOR POST GRADUATION STUDENTS



Developing Leadership Skills



Understanding Organizational Dynamics



Enhancing Business Acumen



Improving Decision-Making Abilities



Fostering Innovation and Change Management



Strengthening Interpersonal Skills



Promoting Ethical Leadership



Preparing for Strategic Management

ACCOUNTING AND TAX PROFESSIONAL

AS AN ACCOUNTING AND TAXATION PROFESSIONAL IN INDIA, YOU WOULD TYPICALLY BE RESPONSIBLE FOR A RANGE OF FINANCIAL TASKS INCLUDING:

Bookkeeping: Maintaining accurate records of financial transactions for businesses or individuals. This involves recording income and expenses, tracking accounts payable and receivable, and ensuring all financial data is up-to-date.

Tax Preparation: Calculating and preparing tax returns for individuals, businesses, and organizations. This includes understanding and applying various tax laws, deductions, and credits to minimize tax liabilities while ensuring compliance with Indian tax regulations.

Financial Reporting: Compiling financial statements such as balance sheets, income statements, and cash flow statements to provide an overview of an entity's financial performance. These reports may be used by management, shareholders, investors, and regulatory authorities.

- **Compliance:** Ensuring compliance with various financial regulations, standards, and laws set forth by regulators.
- **Financial Analysis:** Analyzing financial data to provide insights into the financial health and performance of an organization. This may involve comparing financial ratios, conducting variance analysis, and making recommendations for improvement.
- **Budgeting and Forecasting:** Assisting in the preparation of budgets and forecasts to help businesses plan and manage their financial resources effectively. This involves predicting future financial outcomes based on past performance and current market trends.

ADVANCED EXCEL AND POWER BI

Excel

Data Management
and Analysis

Formulas and
Functions

Data Visualization

Data Analysis
Tools

Macros and VBA

Data Import and
Export

Power BI

Introduction to
Power BI

Data Preparation

Data Modeling

Data Visualization

Advanced
Features

Data Integration
and
Administration

Advanced Topics

COURSE ON HR PROFESSIONALS



TALENT
ACQUISITION
AND
RECRUITMENT



EMPLOYEE
ONBOARDING



TRAINING AND
DEVELOPMENT



PERFORMANCE
MANAGEMENT



EMPLOYEE
RELATIONS



COMPENSATION
AND BENEFITS



POLICY
DEVELOPMENT
AND
COMPLIANCE

HR ACCOUNTING COURSE



MARKETING

- Marketing Manager
- Brand Manager
- Digital Marketing
- Content Marketing Manager
- Product Marketing Manager
- Marketing Analyst
- Public Relations (PR) Specialist
- Social Media Manager
- Event Marketing

MASTER CLASS ON STARTING AN ENTERPRISE

Regulatory Hurdles

Access to Funding

Market Competition

Talent Acquisition and Retention

Infrastructure and Logistics

Cultural and Social Stigma

Intellectual Property Protection

Infrastructure Support

Digital Divide

Policy Uncertainty

THANK YOU

Team Artha Aikya