Tally Academy

Tally Academy's own SIMULATION TAXATION PORTAL e-filing Hands-on Experience



GSTR 1



Tally Academy is another website for simulation applications www.student.tallysoftwareacademy.com

1. How to login gst portal

Step 1 : you will get id and password after gst registration.

Step 2 : then put user id (your email) and password> login

28:12:41					
Tally Academy This site for education purpose on	ly	Username	Password	Login Register ? For	got password ?
Home Service ~	GST Law Dow	nload ~ Search Taxpayers ~ Help E-billir	ng		
Home > registration					
My Saved Applications					
Creation Date	Form No.	Form Description	Expiry Date	Status	Action
11-11-2022	GST REG-01	Application for New Registration	26-11-2022	Verification Pending 🕄	

After login will go this page

ast logged in: Janua	ary 1,1970 05:30 a	am		Curr	ent logged in from IP: 157.40.196.2
	Welcon Return filing	ne web to GST Cor preference (Jul-Sep 2022)	nmon Portal • : Quarterly (Change)		
	You can naviga	te to your chosen page thr given below	ough navigation panel	View Profile >	
				Quick Link	
RETURN DAS	HBOARD	CREAT CHALLAN	VIEW NOTICE(S) AND ORDER(S)	Check Cash Balar Liability ledger Credit ledger	ice
				Ŭ	
		Else	Go to CONTINUE TO DASHBOARD		

3. How to do GSTR 1?

Step 1 : Click on return Dashboard

You can navi	You can navigate to your chosen page through navigation panel given below		
			Quick Link
RETURN DASHBOARD	CREAT CHALLAN	VIEW NOTICE(S) AND ORDER(S)	Check Cash Balance
ANNUAL RETURN			Liability ledger Credit ledger
]
	Else	Go to CONTINUE TO DASHBOARD	

Step 2 : Choose Financial Year & Period > Then Search



Step 3 : There will be show - **Details of outward supplies of goods or services GSTR1 box** > then click **PREPARE ONLINE** button

Financial Year* Period* 2021-2022 V December	SEARCH	
Details of outward supplies of goods or services GSTR1	Auto Drafted details (For view only) GSTR2A	Auto Drafted ITC Statement for the month GSTR2B
Deu Date - 11/01/2022	VIEW DOWNLOAD	VIEW DOWNLOAD

Step 4 : Then click on **4A**, **4B**, **6B**, **6C** - **B2b Invoices box**

GSTR-1-Details of outwoard suppli	es of goods or services		HELP
GSTIN: 19AWEDR1234Q1Z8	Legal Name : Dipankar Das	Trade Name : web	*Indicates Mandatory Field
FY:2021-22	Tax Period : December	Status : N/A	Due Date : 11/1/2023
ADD RECORD DETAILS			~
4A, 4B, 6B, 6C - B2b Invoices	5A - B2C (large) invoices	6A - Exports invoice	7 - B2C (Others)
~ 0 ←	✓ 0	✔ 0	✓ 0
8A, 8B, 8C, 8D - Nil Rated Supplies	9B - Credit / Debit Notes (Registered)	9B - Credit / Debit Notes (Unregistered)	11A(1), 11A(2), - Tax Liability (Advances Received)
✔ 0	✓ 0	✓ 0	✔ 0
11B(1), 11B(2) - (Adjustment of Advances)	12 - HSN - wise summery of outward supplies	13 - Documents Issued	Activate Windows
✔ 0	✔ 0	✔ 0	

Step 5 : Then click on **Add Rocord button**

4A, 4B, 6B, 6C - B2b Invoices	HELP
There are no records to be displayed	
	BACK ADD RECORD

Step 6: Then add B2B Invoice as per instruction

Select any check box > put Recipient GSTIN/UIN no - (use example only - 19AAECW7422R5 or 19DNTPS0577P1Z0) Put any Name as in Master put any Invoice no choose before month Invoice date add Total Invoice value - like 118 Supply Type - regular Then add **Taxable Value 100 under 18% row** > then will be calculate Ctax & Stax 7.5% 0 0 0 12% 0 0 18% 0 100 28% 0 BACK SAVE Then Save

Step 7 : Then showing B2b Invoice details added message. like this



Step 8 : Then click On Back button

7.5%	0	0	0	0
12%	0	0	0	0
18%	100	e	9	0
28%	0	0	0	0
			_	BACK

Step 9 : will display details like this. then again **Back Button**

4A, 4B, 6B, 6C -	B2b Invoices	5.7						HELP	2
Invoice no	Invoice Date	Total Invoice Value	Total taxable va	lue	Integrated Tax	Central Tax	State Tax	CESS Tax	Actions
AK/22-23/11	2022-10-08	118	100		18	9	9	0	Ø
					-	ВАСК	ADD RECORE) IMPORT EV	/B DATA

Step 10 : then again click on Back Button > after that will be display b2b invoice value like this

				~
4A, 4B, 6B, 6C - B2b Invoices	5A - B2C (large) invoices	6A - Exports invoice	7 - B2C (Others)	
Total Invoice Total Taxable Value 118 value 18 Total Tax Libility100	✓ 0	~ 0	• 0	
11 : Then click o	n 7-B2C (Others) Box		YQ,	
ADD RECORD DETAILS				-
4A, 4B, 6B, 6C - B2b Invoices	5A - B2C (large) invoices	6A - Exports invoice	7 - B2C (Others)	
Total Invoice Total Taxable Value 118 value 18 Total Tax Libility100	✓ 0	✓ 0	✓ 0	
p 12 : Then Click	on ADD ROCORD but	tton		
7- B2C (Others)			HELP 😂	
7- B2C (Others) There are no records to be displayed			HELP C	
7- B2C (Others) There are no records to be displayed			HELP 2	3
There are no records to be displayed There are no records to be displayed Then put Taxable N Supply Type - Reg Select rate - 5% then will be calc	/alue like 100 gular culate Stax & Ctax au	tometic Supply Type	HELP 2	3
There are no records to be displayed Then put Taxable \ Supply Type - Reg Select rate - 5% then will be calc POS [*]	/alue like 100 gular sulate Stax & Ctax au	tometic Regular	HELP 2	
There are no records to be displayed There are no records to be displayed Thn put Taxable \ Supply Type - Reg Select rate - 5% then will be calc POS* 19-West Bengal	/alue like 100 gular culate Stax & Ctax au	tometic Regular te of tax, as notified by the Government?	HEIP 2	3
There are no records to be displayed There are no records to be displayed Thn put Taxable \ Supply Type - Reg Select rate - 5% then will be calc POS" 19-West Bengal I is the supply eligible to be taxed a Ref 5%	/alue like 100 gular culate Stax & Ctax au Taxable Value*	tometic Regular te of tax, as notified by the Government?	HELP 2	3
There are no records to be displayed There are no records to be displayed There are no records to be displayed There are no records to be displayed Supply Type - Ree Select rate - 5% then will be calc POS* 19-West Bengal Is the supply eligible to be taxed a Rec 5% Central Tax	/alue like 100 gular culate Stax & Ctax au Taxable Value*	tometic Regular te of tax, as notified by the Government?	HELP 2	3

Step 13 : Then showing B2C Invoice details added message. like this

E	32CS- Add Details
	* Indicates Mandotary Fields
	B2C Invisite datalik added

Step 14 : Then will be go RECORD DETAILS page and display B2C values like this.



Step 18: Then again goto buttom and check I acknowledge that ... and FFILE RETURN



Step 19: Then check I hereby solemnly affirm ... and select your Authorised Signatury



and click on **FILE WITH EVC**

Your Submit request has been receiied , Please check the status in sometime

Step 20 : Then showing Verify popup with OTP so now **copy Your OTP** and **paste this OTP** on ENTER ONE TIME PASSWORD(OTP) box > and thenclick on **VERIFY**

Too Boole Jr. Berninker	X
Validate one time password(OTP)	
Your OTP:174835	
ENTER ONE TIME PASSWORD(OTP)	
174835	vi
n	
	CANCEL

Step 21 : Then will be show **Successfully Filed** message like this



Step 23 : then showing GSTR1 Filed.

Financial Year*	Period*	SEARCH	
2021-2022 ~	December ~		
Details of outward suppli- or services GSTR1	es of goods	Auto Drafted details (For view only) GSTR2A	Auto Drafted ITC Statement for the month GSTR2B
Status - Filed	\leftarrow	VIEW DOWNLOAD	VIEW DOWNLOAD
Monthly Return GSTR-3B	ı		
PREPARE ONLINE PREPAI	REOFFLINE		



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