How to use ITR Java Utilities

ITR utilities are developed using JAVA technology and effort has been made to make it user friendly, simpler and faster preparation of tax returns. This utility can run on operating systems like Windows 7.0 or above, latest Linux and Mac OS 10.10(OS X Yosemite), Where Java Runtime Environment Version 7 update 6 (jre 1.7 is also known as jre version 7) to Version 8 Update 51 is installed.

JRE Version 8 Update 51 is available for download at the below link
http://www.oracle.com/technetwork/java/javase/downloads/java-archive-javase8-2177648.html#jre-8u51-oth-JPR

Note:
- Windows/Linux/Mac OS users can run the ITR*.jar to open the utility.
- Windows user can also make use of the ITR.bat to open the utility
- Please make sure you have the latest version of the utility before you start filling the information into the utility.
- The downloaded ZIP folder of the requisite Form should be Extracted/Unzipped before opening the JAVA utility.
- Please verify the Return and save the XML. To upload the XML, go to https://incometaxindiaefiling.gov.in → Login → e-File → Upload Return.

The following are features available in the ITR Form.

1. **New** - On click of this button, a new copy of the ITR form will be available. If you have already opened the ITR form, you will be prompted to save the earlier copy.

2. **Open** -This option is for importing the XML (successfully generated earlier) of a particular A.Y. Select the path and import the XML. You should check/validate the contents before finalizing upload/submission.

3. **Save** - You can save your completed XML in the desired path/location of your desktop.

4. **Save Draft** -This option can be used to save your XML. Please note you cannot upload an XML which was saved using the 'Save draft' option. Only a complete XML generated using the 'Save' option can be uploaded successfully.

5. **Prefill** -This option can be used to auto-fill your Personal, Address and Tax details. You will be prompted to provide your User ID, Password and DOB/DOI to fetch the data. It is advisable to complete this activity before you start entering other data. Please check/validate the contents. Please make sure you're connected to the internet to avail this feature.

6. **Re-Calculate** - On clicking this button, the data in the utility will be re-calculated. This is to provide with the utility based calculation/validation.

7. **Submit -** Click this button to upload the XML in e-Filing portal. You'll be prompted to provide your e-Filing credentials, User ID, Password and DOB/DOI. Post submission, the success message and the acknowledgment number will be displayed. You will be able to download ITR-V. Please make sure you're connected to the internet to avail this feature. (If the return is submitted without a DSC) as well.

8. **Help** - This option will let you know the short keys, instructions, settings and how to use this ITR form.

9. **Previous/Next**- These will help you to navigate to the various tabs of the ITR form.

Shortcut keys

1	Alt + N	Opens a new ITR
2	Alt + S	Saves the ITR in the user desired path
3	Alt + F4	Closes the utility
4	Alt + I	Imports the XML file
5	Alt + F	Pre-fills the ITR
6	Alt + C	Clears the validation errors
7	Alt + D	Hides/Shows the validation window
8	Alt + G	Opens the SUBMIT screen to submit the ITR
9	Alt + R	Re-calculates the tax details as per the Utility

Settings

Following are the recommended settings to use the ITR Utility:

Software:

Java Runtime Environment Version 7 Update 6 (jre 1.7 is also known as jre version 7) or above
Any Zip Software to unzip the utility

Internet Connection:

Minimum bandwidth of 256 kbps and above