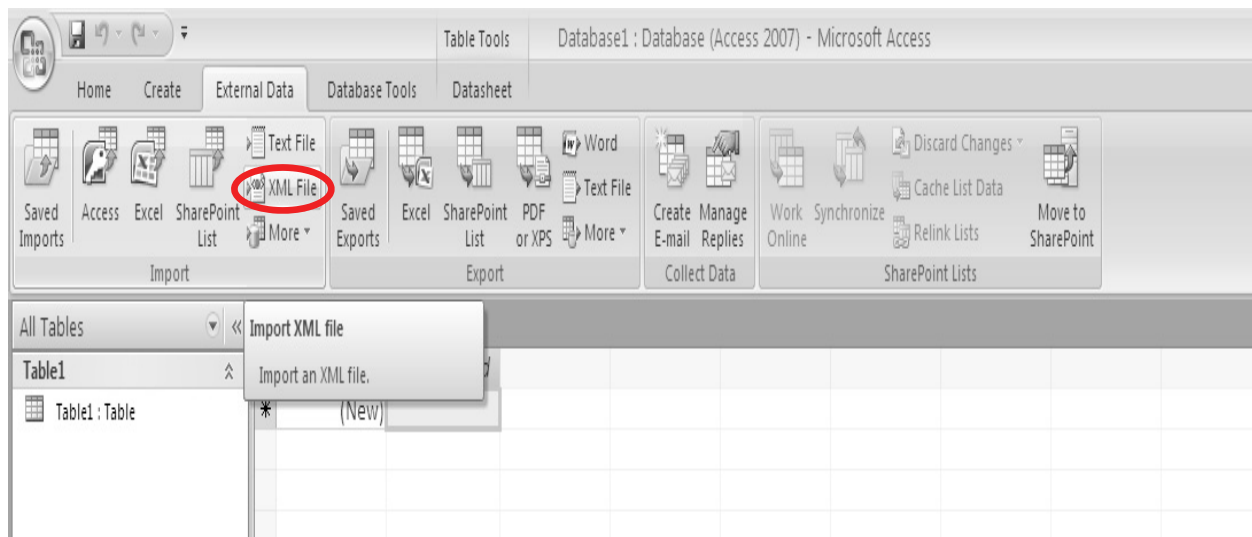


## Microsoft Office 2007

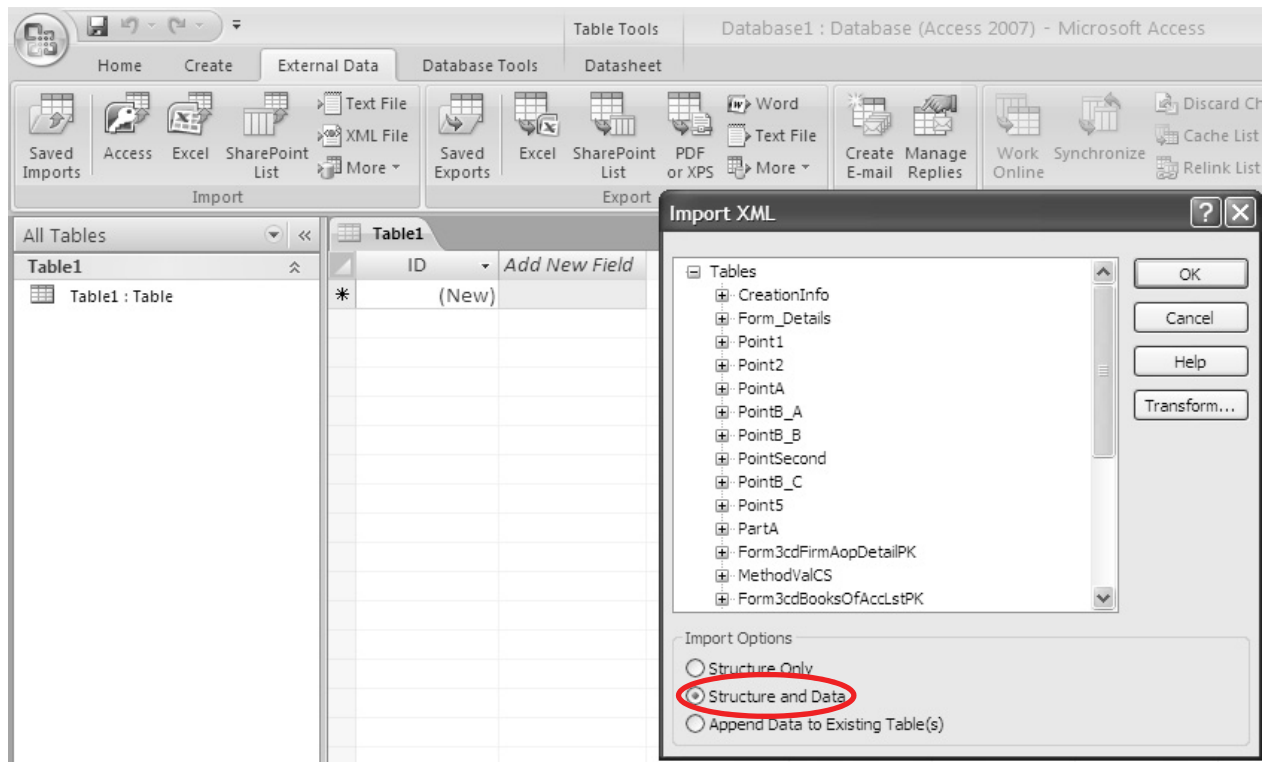
### Step 1: Create Blank Database from the template available



### Step 2: Under External Data Tab > Import > XML File – Select the Draft File which is prepared by using eUtility given by Income Tax Department.



### Step 3: Select Import Options – Structure and Data



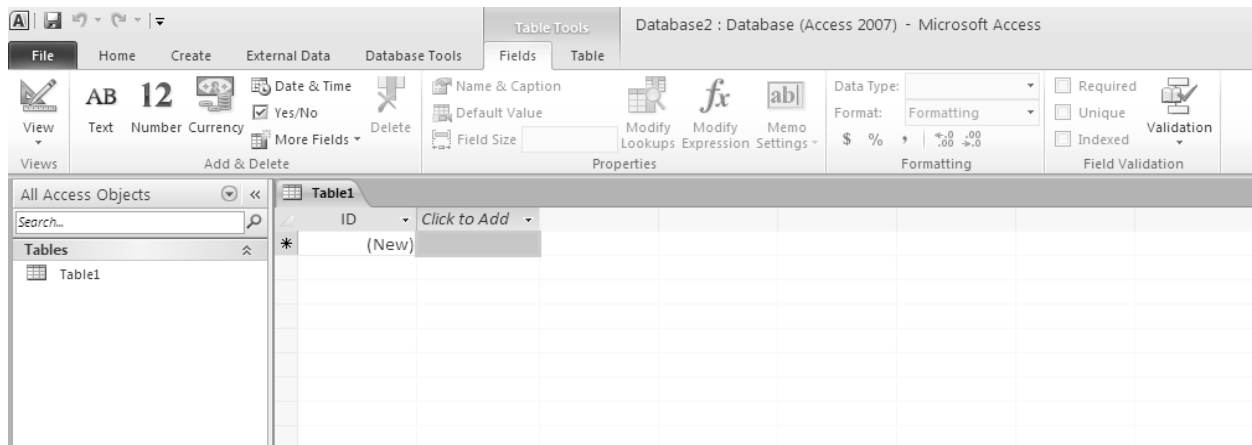
### Step 4: After successful import, you can see the data like below.

The screenshot shows the Microsoft Access interface with the 'Form3cdFirmAopDetailPK' table selected. The table contains the following data:

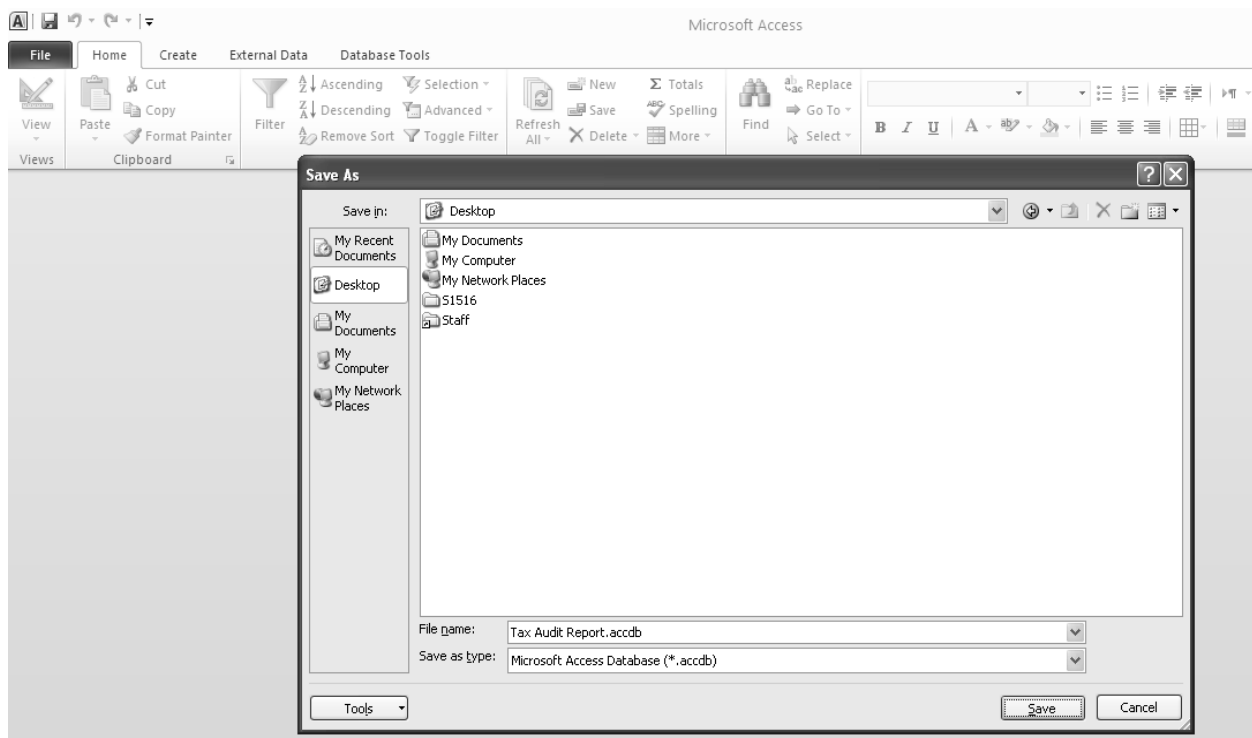
| DescBlockAs    | RateOfDep | ActualCostV | DepAllowab | WrittenDow | AddnOrSub | DateAddnC  | Particulars   | Amount  | Date |
|----------------|-----------|-------------|------------|------------|-----------|------------|---------------|---------|------|
| ENERGY SAVIN   | 80        | 1           | 1          | 0          |           |            |               |         |      |
| COMPUTER       | 60        | 5070467     | 3042280    | 2028187    |           |            |               |         |      |
| COMPUTER       | 60        | 0           | 254675     | 169783     | A         | 2012-05-05 | NEW ASSET PU  | 424458  | 0    |
| COMPUTER       | 60        | 0           | 262889     | 613406     | A         | 2013-02-02 | NEW ASSET PU  | 876295  | 0    |
| CAPITALISED S  | 60        | 0           | 728400     | 485600     | A         | 2012-05-05 | NEW ASSET     | 1214000 | 0    |
| CAPITALISED S  | 60        | 0           | 382190     | 891775     | A         | 2013-02-02 | NEW ASSET     | 1273965 | 0    |
| AIR CONDITION  | 15        | 4896341     | 734451     | 4161890    |           |            |               |         |      |
| BICYCLE        | 15        | 1825        | 274        | 1551       |           |            |               |         |      |
| BOILER         | 15        | 18477       | 2772       | 15705      |           |            |               |         |      |
| ELECTRICAL AC  | 15        | 8469769     | 1270465    | 7199304    |           |            |               |         |      |
| ELECTRICAL HO  | 15        | 6070        | 910        | 5160       |           |            |               |         |      |
| ELECTRICAL INS | 15        | 4894844     | 734226     | 4160618    |           |            |               |         |      |
| EPABX          | 15        | 5959        | 894        | 5065       |           |            |               |         |      |
| FACTORY EQUIP  | 15        | 5860491     | 879073     | 4981418    |           |            |               |         |      |
| FORKLIFT       | 15        | 11321       | 1698       | 9623       |           |            |               |         |      |
| GENERATOR      | 15        | 3276679     | 491502     | 2785177    |           |            |               |         |      |
| MOTOR CYCLE    | 15        | 183307      | 26296      | 149011     | D         | 2012-07-01 | OLD BIKE GIVE | 8000    | 0    |

## Microsoft Office 2010

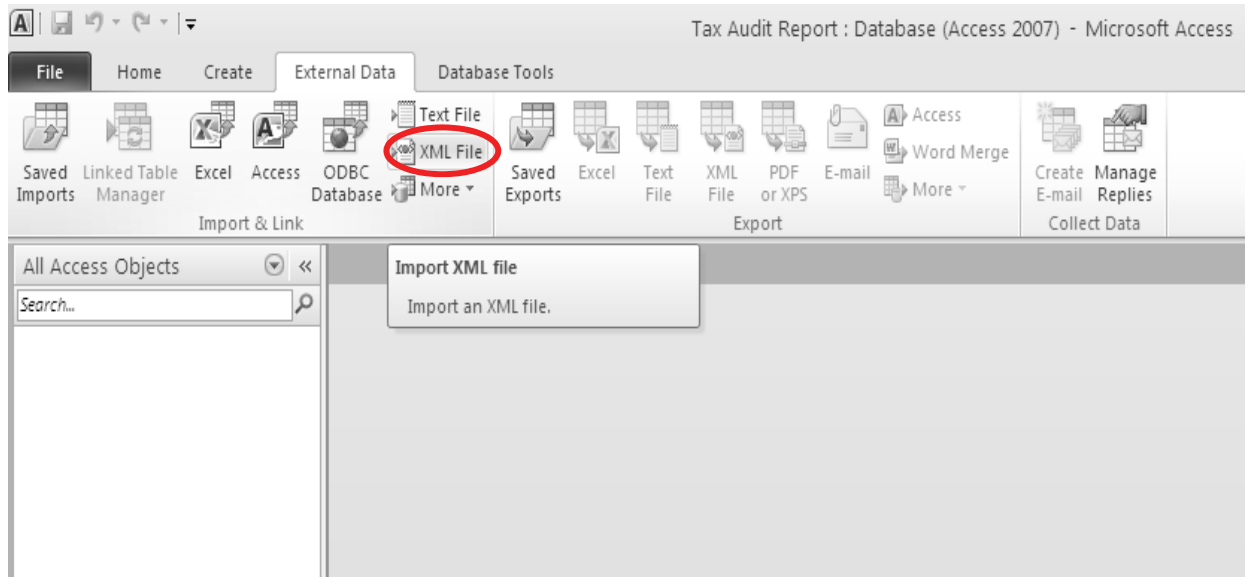
### Step 1: Create Blank Database from the template available



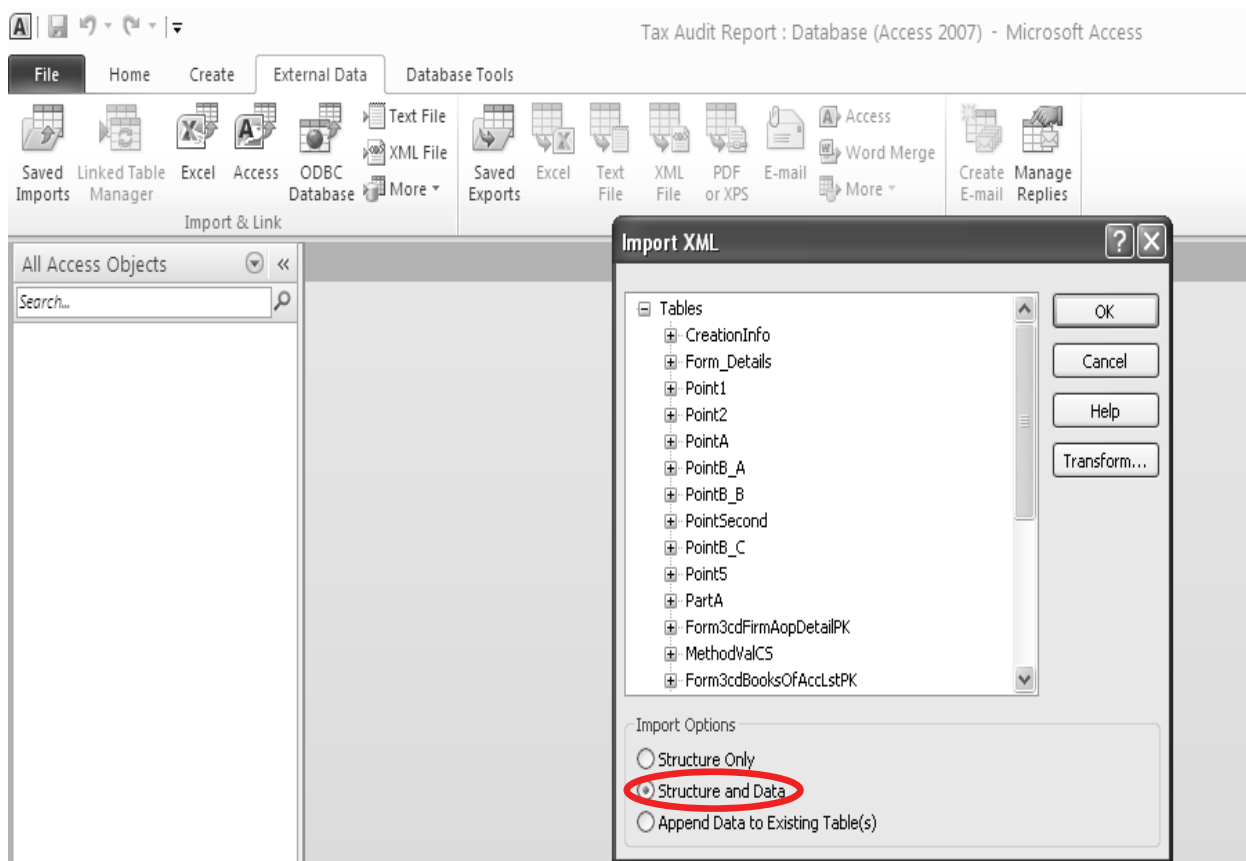
### Step 2: Before importing Data first we have to save the file



Step 3: Under External Data Tab > Import > XML File – Select the Draft File which is prepared by using eUtility given by Income Tax Department.



Step 4: Select Import Options – Structure and Data

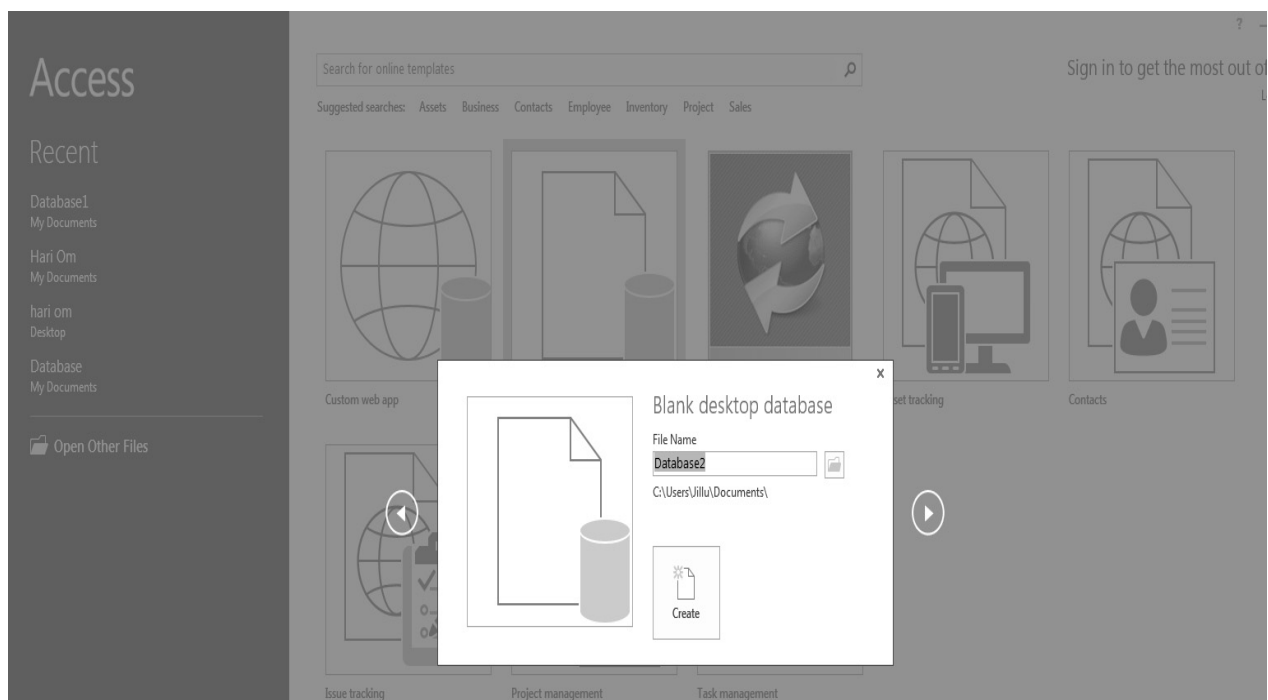


Step 5: After successful import, you can see the data like below.

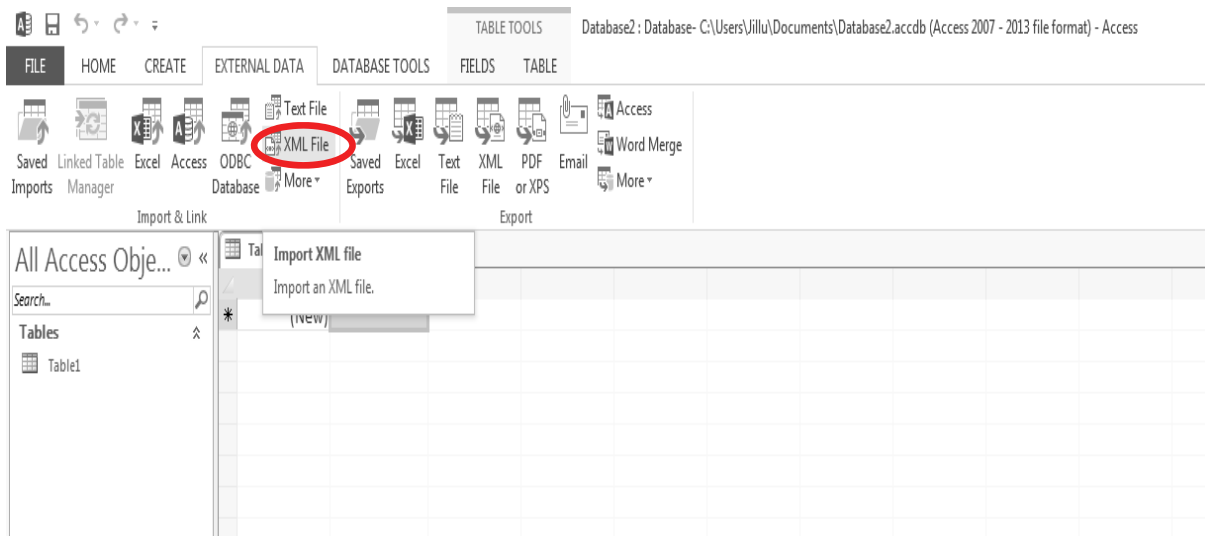
| DescBlockAssets         | RateOfDep | ActualCostV | DepAllowab | WrittenDow | AddtnOrSub | DateAddnC  | Particulars  | Amount  | DatePutToU |
|-------------------------|-----------|-------------|------------|------------|------------|------------|--------------|---------|------------|
| ENERGY SAVING DEVICES   | 80        | 1           | 1          | 0          |            |            |              |         |            |
| COMPUTER                | 60        | 5070467     | 3042280    | 2028187    |            |            |              |         |            |
| COMPUTER                | 60        | 0           | 254675     | 169783     | A          | 2012-05-05 | NEW ASSET PU | 424458  | 0          |
| COMPUTER                | 60        | 0           | 262889     | 613406     | A          | 2013-02-02 | NEW ASSET PU | 876295  | 0          |
| CAPITALISED SOFTWARE    | 60        | 0           | 728400     | 485600     | A          | 2012-05-05 | NEW ASSET    | 1214000 | 0          |
| CAPITALISED SOFTWARE    | 60        | 0           | 382190     | 891775     | A          | 2013-02-02 | NEW ASSET    | 1273965 | 0          |
| AIR CONDITIONER         | 15        | 4896341     | 734451     | 4161890    |            |            |              |         |            |
| BICYCLE                 | 15        | 1825        | 274        | 1551       |            |            |              |         |            |
| BOILER                  | 15        | 18477       | 2772       | 15705      |            |            |              |         |            |
| ELECTRICAL ACCESSORIES  | 15        | 8469769     | 1270465    | 7199304    |            |            |              |         |            |
| ELECTRICAL HOIST        | 15        | 6070        | 910        | 5160       |            |            |              |         |            |
| ELECTRICAL INSTALLATION | 15        | 4894844     | 734226     | 4160618    |            |            |              |         |            |
| EPABX                   | 15        | 5959        | 894        | 5065       |            |            |              |         |            |
| FACTORY EQUIPMENT       | 15        | 5860491     | 879073     | 4981418    |            |            |              |         |            |

## Microsoft Office 2013

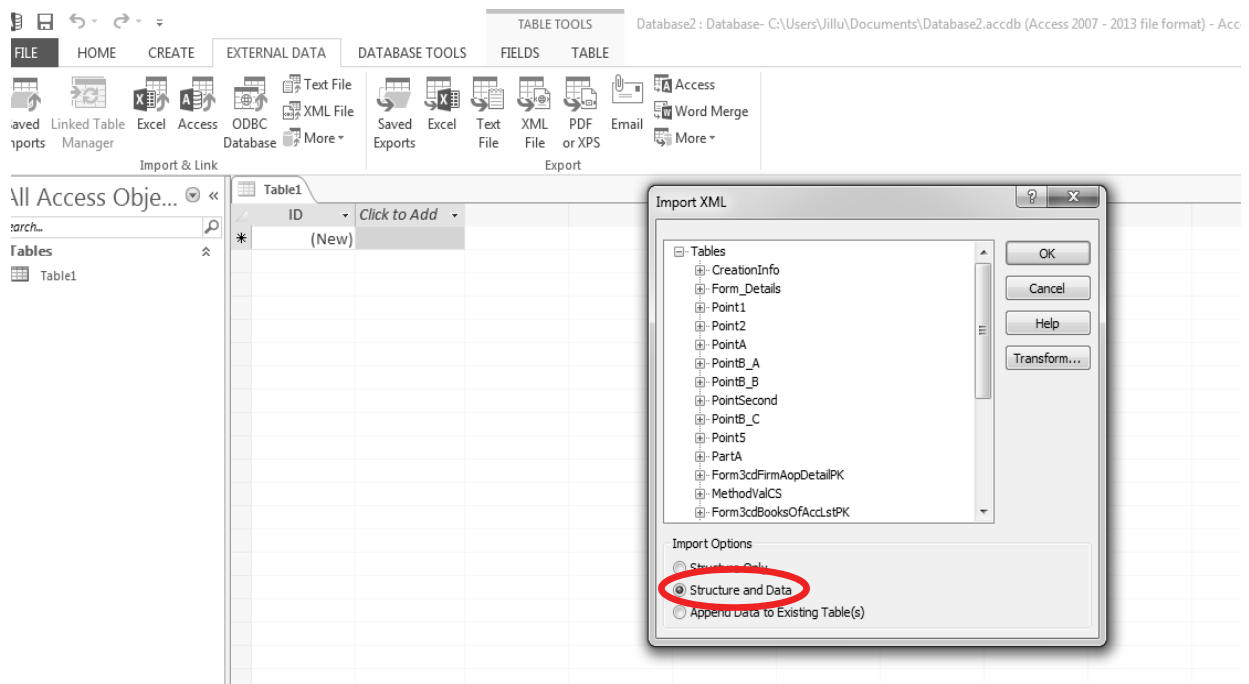
Step 1: Create Blank Desktop Database from the template available



Step 2: Under External Data Tab > Import > XML File – Select the Draft File which is prepared by using eUtility given by Income Tax Department.



Step 3: Select Import Options – Structure and Data



Step 4: After successful import, you can see the data like below.

Database2 : Database- C:\Users\Jilla\Documents\Database2.accdb (Access 2007 - 2013 file format) - Access

FILE HOME CREATE EXTERNAL DATA DATABASE TOOLS FIELDS TABLE

Import & Link Export

All Access Objects

Search...

Tables

- CreationInfo
- Form\_Details
- Form3cdAccountingRatio...
- Form3CDAnnexure1PartA
- Form3CDAnnexure1PartB
- Form3cdBfIda
- Form3cdBooksOfAcclstPK
- Form3cdChngMethAccVal...
- Form3cdDeprAllw
- Form3cdEmpBonusComm
- Form3cdFirmAopDetailPK
- Form3cdFlags
- Form3CDNatureOfBus

| DescBlockAssets         | RateOfDep | ActualCostV | DepAllowat | WrittenDow | AddtnOrSul | DateAddtnC | Particulars   | Amount  | DatePutToU | AdjModValU |
|-------------------------|-----------|-------------|------------|------------|------------|------------|---------------|---------|------------|------------|
| ENERGY SAVING DEVICES   | 80        | 1           | 1          | 0          |            |            |               |         |            |            |
| COMPUTER                | 60        | 5070467     | 3042280    | 2028187    |            |            |               |         |            |            |
| COMPUTER                | 60        | 0           | 254675     | 169783     | A          | 2012-05-05 | NEW ASSET PU  | 424458  | 0          | 0          |
| COMPUTER                | 60        | 0           | 262889     | 613406     | A          | 2013-02-02 | NEW ASSET PU  | 876295  | 0          | 0          |
| CAPITALISED SOFTWARE    | 60        | 0           | 728400     | 485600     | A          | 2012-05-05 | NEW ASSET     | 1214000 | 0          | 0          |
| CAPITALISED SOFTWARE    | 60        | 0           | 382190     | 891775     | A          | 2013-02-02 | NEW ASSET     | 1273965 | 0          | 0          |
| AIR CONDITIONER         | 15        | 4896341     | 734451     | 4161890    |            |            |               |         |            |            |
| BICYCLE                 | 15        | 1825        | 274        | 1551       |            |            |               |         |            |            |
| BOILER                  | 15        | 18477       | 2772       | 15705      |            |            |               |         |            |            |
| ELECTRICAL ACCESSORIES  | 15        | 8469769     | 1270465    | 7199304    |            |            |               |         |            |            |
| ELECTRICAL HOIST        | 15        | 6070        | 910        | 5160       |            |            |               |         |            |            |
| ELECTRICAL INSTALLATION | 15        | 4894844     | 734226     | 4160618    |            |            |               |         |            |            |
| EPABX                   | 15        | 5959        | 894        | 5065       |            |            |               |         |            |            |
| FACTORY EQUIPMENT       | 15        | 5860491     | 879073     | 4981418    |            |            |               |         |            |            |
| FORKLIFT                | 15        | 11321       | 1698       | 9623       |            |            |               |         |            |            |
| GENERATOR               | 15        | 3276679     | 491502     | 2785177    |            |            |               |         |            |            |
| MOTOR CYCLE             | 15        | 183307      | 26296      | 149011     | D          | 2012-07-01 | OLD BIKE GIVE | 8000    | 0          |            |
| MOTOR CYCLE             | 15        | 0           | 5555       | 60500      | A          | 2012-02-02 | NEW BIKE PUR  | 70000   | 0          |            |