

Step 1 :-

Visit : <https://www.incometax.gov.in/iec/foportal/>

The screenshot shows a web browser window with the URL [incometax.gov.in/iec/foportal/](https://www.incometax.gov.in/iec/foportal/). The page features the Income Tax Department logo on the left and a search icon, a magnifying glass, and a menu icon on the right. A red circle highlights the search icon, with the text "CLICK HERE" positioned above it. The main content area is titled "e-Filing 2.0" and includes the text "The all new portal with features that make e-Filing easier for you!". Below this text is a blue button labeled "View guided tour of the new portal". To the right of the text is an illustration of a woman sitting on a blue armchair, holding a tablet that displays the e-Filing portal interface. A white cat is curled up on a small table next to her. Below the illustration is a progress indicator consisting of five circles, with the fourth circle highlighted in blue and containing a play button icon. At the bottom of the page is a navigation bar with the following links: "Our Services" (underlined), "Our Success Enablers", "News & e-Campaigns", "Things To Know", "Taxpayer Voices", and "Our Committed Taxpayers".

Step 2 :-

The screenshot shows a web browser window with the URL `incometax.gov.in/iec/foportal/`. The page features the Income Tax Department logo at the top left. The main content area is a white box with the following elements:

- A heading: "Do not have an account?"
- A blue button labeled "Register".
- A heading: "Already have an account?"
- A text input field with a "Login" button next to it. The "Login" button is highlighted with a red rectangular border.
- A blue button labeled "View guided tour of the new portal".
- A red text prompt: "CLICK ON LOGIN".
- An illustration of a person sitting at a desk with a laptop.

Below the main content area, there is a navigation bar with the following links: "Our Services" (underlined), "Our Success Enablers", "News & e-Campaigns", "Things To Know", and "Taxpayer Voices". At the bottom left of the navigation bar is the text "Our Committed Taxpayers". At the bottom right is a circular profile picture of a man.

Step 3 :-

e-Filing Home Page, Income Tax

portal.incometax.gov.in/iec/fooservices/#/login

Incognito

* Indicates mandatory fields

Login

INSERT PAN AND
CLICK ON CONTINUE

Enter your User ID *

PAN/ AADHAAR/ OTHEI

Continue >

< Back

Know about your User ID

PAN (Permanent Account Number)
For Individuals (Salaried employee, Senior citizen, Self-employed, NRI)
For Other Than Individuals (Company, Trust, AOP, AJP, BOI, Firm, Local Authority)

Aadhaar Number
For Individuals (Salaried employee, Senior citizen, Self-employed, NRI)

Other User ID
For Chartered Accountant, Tax Deductor and Collector, e-Return Intermediary, TIN 2.0 Stakeholders, External Agency, ITDREIN
ARCA (Authorised Representative Chartered Accountant) followed by 6 digit number
TAN (Tax Deductor & Collector)

Other ways to access your account

Net Banking

Step 4 :-

The screenshot shows the login page of the Income Tax e-filing portal. The browser address bar displays the URL `portal.incometax.gov.in/iec/fooservices/#/login/password`. The page title is "Login". A user profile icon is shown with a redacted PAN number. A "Secure Access Message" section contains a "Login" button and a checkbox labeled "Please confirm your secure access message *". The checkbox is checked and circled in red. To the right of this checkbox, red text reads "SELECT THE CHECKBOX AND TYPE IN THE PASSWORD". Below the checkbox is a password input field with the label "Enter password for your e-Filing account" and "Password *". The password field contains several dots and a toggle icon. Below the password field is a "Forgot Password?" link. At the bottom, there are two buttons: a blue "Continue >" button and a white "< Back" button. A red arrow points to the "Continue >" button with the text "CLICK ON CONTINUE". To the right of the password field is a large blue padlock icon with a person silhouette and asterisks, indicating a password requirement.

Step 5 :-

The screenshot shows the e-Filing portal's welcome screen. The browser's address bar displays the URL `eportal.incometax.gov.in/iec/fooservices/#/welcomeScreen`. The page features the Indian government logo at the top left and a clock showing 3:55. The main heading is "Welcome to e-Filing portal" followed by a redacted name. Below this is the tagline "Your one step solution to Income Tax Needs" and a red "SCROLL DOWN" button. A progress bar indicates "Profile Status : 75% Complete". The page is divided into two columns: "You can avail following services:" and "Update Profile to avail following services:". The first column lists services like File Return, File Forms, e-Verify Return, and Other Services, all with green checkmarks. The second column lists services like Condonation Request, Download Pre-filled XML, Register as Representative, Register to Act on behalf of Another Person, Authorize Another Person to act on behalf of Self, and Manage ITD Reporting Entity Identification Number (ITDREIN), all with grey checkmarks. A link for "View Guided Tour" is provided at the bottom of the first column.

e-Filing Home Page, Income Tax

`eportal.incometax.gov.in/iec/fooservices/#/welcomeScreen`

Incognito

3 9 : 5 5

Welcome to e-Filing portal [REDACTED]

Your one step solution to Income Tax Needs

SCROLL DOWN

Profile Status : 75% Complete

You can avail following services:

- File Return**
File return through e-file menu
- File Forms**
File forms through e-file menu
- e-Verify Return**
Verify your return
- Other Services**
Avail other available services

For more details: [View Guided Tour](#)

Update Profile to avail following services

- Condonation Request
- Download Pre-filled XML
- Register as Representative
- Register to Act on behalf of Another Person
- Authorize Another Person to act on behalf of Self
- Manage ITD Reporting Entity Identification Number (ITDREIN)

Step 6 :-

The screenshot shows the e-Filing Home Page, Income Tax, in an Incognito browser window. The URL is portal.incometax.gov.in/iec/fooservices/#/welcomeScreen. The page features a 'Verify your return' section with two main categories: 'Other Services' and 'Representative'. Under 'Other Services', there is a green checkmark icon, the text 'Other Services', 'Avail other available services', and a link for 'View Guided Tour'. Under 'Representative', there are three items, each with a green checkmark icon: 'Register to Act on behalf of Another Person', 'Authorize Another Person to act on behalf of Self', and 'Manage ITD Reporting Entity Identification Number(ITDREIN)'. Below this section, a red text overlay reads: 'IF YOU WANT TO UPDATE DETAILS THEN CLICK ON UPDATE OR ELSE SKIP THE PAGE.' To the left of the overlay is a 'Skip' button, and to the right is an 'Update Profile' button. The footer contains links for 'Feedback', 'Website Policies', 'Site Map', 'Browser Support', and 'Accessibility Statement'. It also includes the 'india.gov.in' logo, the text 'Last reviewed and updated on : 19-Jun-2021', a resolution recommendation, and a copyright notice for the Income Tax Department, Ministry of Finance, Government of India.

Step 7 :-

The screenshot shows the e-Filing Home Page dashboard in a browser window. The browser's address bar displays the URL `portal.incometax.gov.in/iec/fooservices/#/dashboard`. The page features a navigation menu in the top right corner, with the hamburger menu icon circled in red and labeled "CLICK HERE".

The dashboard is divided into two main sections:

- Left Panel (User Profile):**
 - Welcome Back,** followed by a redacted name.
 - Profile Information:** Includes a profile picture, a redacted name, a redacted phone number (XXXXXXX), and a redacted address.
 - Logged in As:** A dropdown menu currently showing "Self".
 - Profile Completion:** A progress bar indicating "Profile : 75% Completed".
 - Update Options:** Links to "Update" for Contact Details, Bank Account, and Account Security.
 - Account Security:** A message stating "Your account is not secure with e-vault" with links to "Secure" and "Account".
 - Total Outstanding:** A box showing "Total Outstanding" as "Nil".
- Right Panel (Main Actions):**
 - File your return for the year ended on 31-Mar-2021** For Assessment Year 01-Apr-2021 to 31-Mar-2022. A prominent blue "File Now" button is present.
 - Tax Deposit**
 - Recent Filed Returns**
 - Pending Actions** with a red notification badge showing "0".
 - Recent Forms Filed**
 - Grievances**

Step 8 :-

The screenshot shows the e-Filing Home Page dashboard. The browser address bar displays `eportal.incometax.gov.in/iec/fooservices/#/dashboard`. The dashboard includes a welcome message, a "File Now" button, and sections for "Tax Deposit", "Recent Filed Returns", "Pending Actions", "Recent Forms Filed", and "Grievances". A menu overlay is visible on the right side, listing various options. The "e-File" option is highlighted with a red circle and the text "CLICK HERE".

Menu

- Dashboard
- e-File **CLICK HERE**
- Authorised Partners
- Services
- Pending Actions
- Grievances
- Help
- Accessibility
 - Font Size: A⁻ A A⁺
 - Dark Mode OFF
 - Language
 - Call Us

Step 9 :-

The screenshot shows the e-Filing Home Page dashboard. The browser address bar displays `portal.incometax.gov.in/iec/fooservices/#/dashboard`. The dashboard includes a user profile section on the left with fields for name, ID, and phone number, and a 'Logged in As' dropdown set to 'Self'. A progress bar indicates 'Profile : 75% Completed'. Below this are links for 'Contact Details Update', 'Bank Account Update', and 'Your account is not secure with e-vault Secure Account'. The main content area features a 'File your return for the year ended on 31-12-2021 For Assessment Year 01-Apr-2021 to 31-Mar-2022' section with a 'File Now' button. A list of menu items is visible: 'Tax Deposit', 'Recent Filed Returns', 'Pending Actions 0', 'Recent Forms Filed', and 'Grievances'. A dropdown menu is open on the right, showing 'Income Tax Returns CLCIK HERE' (circled in red) and 'Income Tax Forms'.

Step 10 :-

The screenshot shows the e-Filing Home Page dashboard. The browser address bar displays `portal.incometax.gov.in/iec/foervices/#/dashboard`. The dashboard includes a user profile section on the left with a 'Welcome Back' message, a profile completion progress bar at 75%, and a 'Total Outstanding Demand' of Nil. The main content area features a 'File your return for the year ended on 31-Mar-2021' prompt with a 'File Now' button, and several expandable sections: 'Tax Deposit', 'Recent Filed Returns', 'Pending Actions' (with 0 pending), 'Recent Forms Filed', and 'Grievances'. A dropdown menu is open on the right, listing options: 'Income Tax Returns', 'File Income Tax Return', 'View Filed Returns', 'e-Verify Return' (highlighted with a red circle and 'CLICK HERE'), 'View Form 26AS', and 'Download Pre-Filled Data'.

Step 11 :-

The screenshot shows the 'e-Verify Return' page on the Income Tax e-filing portal. At the top, there is a breadcrumb trail: [Dashboard](#) > [e-file](#) > [Income tax Returns](#) > [e-Verify Return](#). Below this is a three-step progress indicator: 1. Select The Return To Be Verified, 2. Select Method For Return Verification, and 3. Return Successfully Verified. The first step is highlighted with a blue box. The main heading is 'e-Verify Return'. Below the heading, a message says 'Please select the return you would like to verify' and 'Showing (1) returns'. There is a search box labeled 'Search by Acknowledgement No'. Below the search box, the 'Assessment Year' is set to '2020-21'. A table displays the return details: ITR Type 'ITR 2', Filing Type 'Original', PAN: [REDACTED], Acknowledgement Number: [REDACTED], and Filed On: [REDACTED]. To the right of the table, there is a button labeled 'E-Verify' which is circled in red. Below the button, the text 'CLICK HERE' is displayed in red.

Dashboard > e-file > Income tax Returns > e-Verify Return

1 — 2 — 3

Select The Return To Be Verified Select Method For Return Verification Return Successfully Verified

e-Verify Return

Please select the return you would like to verify
Showing (1) returns

Search by Acknowledgement No

Assessment Year 2020-21

ITR ITR 2	Filing Type Original	PAN : [REDACTED] Acknowledgement Number : [REDACTED] Filed On : [REDACTED]	E-Verify
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CLICK HERE

Step 12 :-

e-Filing Home Page, Income Tax x +

portal.incometax.gov.in/iec/fooservices/#/dashboard/eVerifyReturn/eVerifyReturn-al

Incognito

PAN [REDACTED] Acknowledgement Number [REDACTED] ITR ITR 2 Assessment Year 2020-21

How do you want to e-verify your return?

I would like to verify using OTP on mobile number registered with Aadhaar

Generate Electronic Verification Code(EVC)

Through Net Banking

Through Bank Account

Through Demat Account

I already have an Electronic Verification Code (EVC)

I already have an OTP on Mobile number registered with Aadhaar

Note:
You can generate EVC through Bank ATM. To generate EVC through Bank ATM, follow below steps:

1. Visit your bank's ATM and swipe your ATM card.
2. Click on the 'Pin for Income Tax filing'.
3. An EVC will be sent to the mobile number and e-mail ID registered with e-filing .

This EVC is valid for 72 hours.
[List of Banks which are configured to generate EVC through ATM](#)

[Back](#) [Continue >](#)

Step 13 :-

e-Filing Home Page, Income Tax x +

portal.incometax.gov.in/iec/foservices/#/dashboard/eVerifyReturn/eVerifyReturn-al

Incognito

3 8 : 1 2

Once you click on Continue, you will be logged out of e-Filing portal and will be redirected to a page, where you can select the bank to login through net banking [Learn More](#)

Through

Through

I already

I already Aadhaar

3. An EVC will be sent to the mobile number and e-mail ID registered with e-filing. This EVC is valid for 72 hours. [List of Banks which are configured to generate EVC through ATM](#)

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One time password (OTP) will be sent via text message(SMS) to the number registered with Aadhaar.

I agree to Validate my Aadhaar Details *

CLICK HERE

Cancel **Generate Aadhaar OTP**

< Back Continue >

Feedback Website Policies Site Map Browser Support Accessibility Statement

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Step 14 :-

The screenshot shows a web browser window with the URL eportal.incometax.gov.in/iec/foservices/#/dashboard/eVerifyReturn/eVerifyReturn-al. The page is titled "e-Filing Home Page, Income Tax". A modal dialog box titled "Verify OTP" is displayed in the center. The dialog contains the following text: "Aadhaar OTP request sent to UIDAI. You will be receiving OTP from UIDAI shortly to the number registered with Aadhaar." Below this, there is a label "Aadhaar OTP *" followed by six input fields, each containing a dot. To the right of the input fields is an eye icon and the text "INPUT THE OTP AND VALIDATE" in red. Below the input fields is a link "Resend OTP (Allowed only once)". At the bottom of the dialog are two buttons: "Cancel" and "Validate". The background of the page is dimmed, showing a "Continue" button and some text about logging out and redirection.