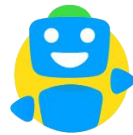




**GSTR-1** with



**cleartax GST**

---

ClearTax GST Desktop  
App - GSTR-1

## What is ClearTax GST Desktop app?

ClearTax GST Desktop app is a Desktop version of the ClearTax GST cloud application for all your GST filing needs. It is a Desktop Application which hosts a set of tools to automate your GSTR-1 filing experience.

## Why should you use ClearTax GST Desktop app?

With this desktop app, you can do the following:

- ★ Complete end to end filing of your GST returns via DSC or EVC through Cleartax
- ★ Download and Upload data with GST portal using web automation solution
- ★ Single click sync of data from Tally software into your Cleartax GST cloud

‘Login’ to [ClearTax GST](#) → On the All Clients Dashboard Click on ‘**Download Now**’ to download the **ClearTax GST Desktop App**

The screenshot displays the 'All Clients' dashboard in the ClearTax GST application. At the top, there are navigation tabs for 'HOME', 'INVITE CLIENTS', and 'EXPLORE FEATURES', along with a 'Request a Demo' button and a 'Filing Dashboard' link. The main content area is titled 'All Clients' and includes a search bar and a list of clients. The first client listed is 'Clearsharp', with a sub-entry for 'Karnataka'. The second client is 'CLEARSHAR', with a sub-entry for 'Delhi (G)'. Each client entry has a 'Get Filing Status' button and a 'Filing Status' table. On the right side of the dashboard, there are two promotional cards. The top card is titled 'Cleartax GST Desktop App!' and lists three benefits: 'Submit and File with DSC or EVC', 'Download or Upload data without OTP', and 'Fetch data from Tally in single click'. A red box highlights the 'Download now' button in this card, with a purple arrow pointing to it. The bottom card is titled 'Match & Claim ITC for F.Y 2018 - 19' and lists two benefits: 'Single-click 2A download for the entire year' and 'Advance Matching of all documents across'.

cleartax GST Request a Demo Filing Dashboard Contact us - gstsupport@cleartax.in / 080-67458707

HOME INVITE CLIENTS EXPLORE FEATURES WHAT'S NEW HELP & SUPPORT MORE

### All Clients

Add Clients

Total Businesses: 2  
Total GSTINs: 2

Start typing (Search by Business name, GSTIN name, GSTIN number)

- Clearsharp** Invite this Client REGULAR MONTHLY  
**Karnataka** File GSTR-9 Returns Invoices Reports  
Get Filing Status  
Filing Status: GSTR-1 SEP OCT GSTR-3B SEP OCT GSTR-9 2017-18  
[+ ADD ANOTHER BRANCH/ GSTIN/ STATE](#)
- CLEARSHAR** Invite this Client REGULAR MONTHLY  
**Delhi (G)** File GSTR-9 Returns Invoices Reports  
Get Filing Status  
Filing Status: GSTR-1 SEP OCT GSTR-3B SEP OCT GSTR-9 2017-18  
[+ ADD ANOTHER BRANCH/ GSTIN/ STATE](#)

### Cleartax GST Desktop App!

- Submit and File with DSC or EVC
- Download or Upload data without OTP
- Fetch data from Tally in single click

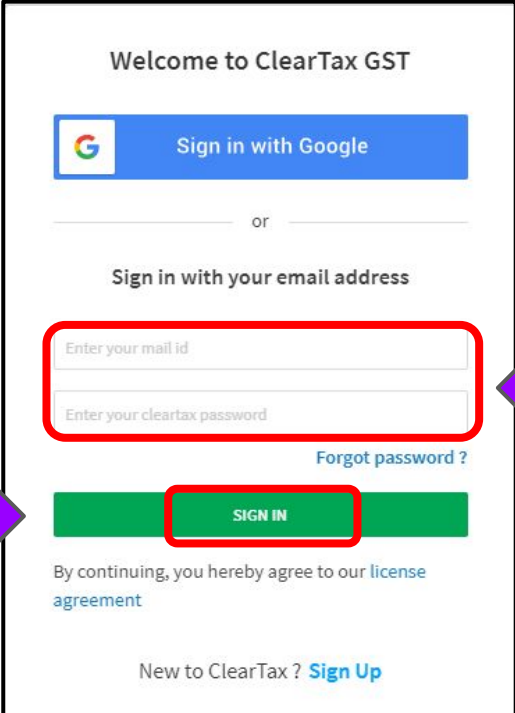
[Download now](#)

### Match & Claim ITC for F.Y 2018 - 19

- Single-click 2A download for the entire year
- Advance Matching of all documents across

Once the app is downloaded, **install** the .exe file → **‘Login’** to the Desktop App with ClearTax GST login credentials.

If already downloaded click on **‘ClearTax GST Desktop app’** button on your desktop.



The image shows a login screen for ClearTax GST. At the top, it says "Welcome to ClearTax GST". Below this is a blue button with the Google logo and the text "Sign in with Google". Underneath is the word "or" flanked by horizontal lines. The next section is titled "Sign in with your email address". It contains two input fields: "Enter your mail id" and "Enter your cleartax password". A red box highlights both input fields, with a purple arrow pointing to the right towards the second field. Below the password field is a link that says "Forgot password?". At the bottom of the form is a green button with a red box around the text "SIGN IN" and a purple arrow pointing to the left towards the button. Below the button, there is a line of text: "By continuing, you hereby agree to our [license agreement](#)". At the very bottom, it says "New to ClearTax ? [Sign Up](#)".

**Login to ClearTax GST Desktop app** → Select a **'Business'** → Under the **'Returns'** tab → Select **'GSTR-1'**

The screenshot displays the ClearTax GST Desktop app interface. At the top, there is a navigation bar with the ClearTax GST logo, a 'Request a Demo' button, and contact information. Below this is a secondary navigation bar with 'HOME', 'EXPLORE FEATURES', 'WHAT'S NEW', 'HELP & SUPPORT', and 'MOR'. The main content area is titled 'All Businesses' and shows 'Total Businesses: 1' and 'Total GSTINs: 1'. A list of businesses is shown, with the first one being 'AROMATIC I'. Underneath, the business details for 'Kera' are visible, including a 'Get Filing Status' button and a '+ ADD ANOTHER BRANCH/ GSTIN/ STATE' link. A dropdown menu is open under the 'Returns' tab, showing options for 'All GST Returns', 'GSTR-1', 'GSTR-3B', and 'GSTR-9'. The 'GSTR-1' option is highlighted with a red box, and a purple arrow points to it. To the right, there is a 'File GSTR-9 Now' section with a list of benefits and a 'File GSTR-9' button.

clear tax GST Request a Demo Contact us - gstsupport@clear tax.in / 080-67458707

HOME EXPLORE FEATURES WHAT'S NEW ★ HELP & SUPPORT MOR

All Businesses + Add Another Business Switch to Filing Dashboard

Total Businesses: 1  
Total GSTINs: 1

1. AROMATIC I REGULAR MONTHLY

Kera File GSTR9 Returns Invoices Reports

Get Filing Status

+ ADD ANOTHER BRANCH/ GSTIN/ STATE

All GST Returns  
See all GST Return forms

GSTR-1  
Prepare, Upload and File GSTR-1 Return

GSTR-3B  
Prepare, Upload and File GSTR-3B Return

GSTR-9 New  
Prepare and File GSTR-9 Annual Return

File GSTR-9 Now

- ✓ Auto-fill all tables of GSTR-9
- ✓ Download Excel report with GSTR 1, 2A & 3B summary and comparisons
- ✓ 19-point validation checklist
- ✓ Download GSTR-9 JSON instantly


File GSTR-9

## **ClearTax** provides the following **options to import your Sales books** :

- Government Tally/Busy Excel Template
- ClearTax Excel Template
- Government Tally/JSON Template
- E-commerce Excel Template
- Use your Excel Template
- Create invoices using ClearTax Template
- Import using Tally Connector
- Fetch Data from Tally
- Type or paste sales invoices directly

## Import data | Nov 2019

Bulk import data into Cleartax and we will automatically prepare your GSTR1.


 Type or paste sales invoices directly

[Enter Data](#)


 Fetch Data from Tally New

[Learn how to connect with Tally](#)

[Fetch Data](#)

 Government/Tally/Busy Excel Template

[Upload Excel](#)

 Cleartax Excel Template

[Download Cleartax Template](#)

[Upload Excel](#)

 Government/Tally JSON Template

[Upload JSON](#)

 Use your own Excel Template

[Upload Excel](#)

 E-commerce Excel Template

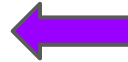
[Upload Excel](#)

Create invoices using Cleartax Invoicing

[Create Invoices](#)

Import using Tally Connector


[Download Cleartax Tally Connector](#)




Upload your Sales Books using the above given templates. You can import your Sales Books through the **ClearTax Template**. Click on '**Download ClearTax Template**' & '**Upload Excel**'.

### Import data

Bulk import data into Cleartax and we will automatically prepare your GSTR1.

Type or paste sales invoices directly	<a href="#">Enter Data</a>
 Fetch Data from Tally <span>New</span> <a href="#">Learn how to connect with Tally</a>	<a href="#">Fetch Data</a>
Government/Tally/Busy Excel Template	<a href="#">Upload Excel</a>
Cleartax Excel Template	<a href="#">Download Cleartax Template</a> <a href="#">Upload Excel</a>
Government/Tally JSON Template	<a href="#">Upload JSON</a>
Use your own Excel Template	<a href="#">Upload Excel</a>
E-commerce Excel Template	<a href="#">Upload Excel</a>
Create invoices using Cleartax Invoicing	<a href="#">Create Invoices</a>
Import using Tally Connector	<a href="#">Download Cleartax Tally Connector</a>



### Using Tally?

One click data export from Tally to ClearTax GST. File your returns 10 times faster with Tally Connector without downloading excel (Download Tally version 6.4.2 or above and Java version 8 - update 171)

[Download Tally Connector](#)



Select the **'Return Period'** → Select **'ClearTax Template'** → Click on **'Select file from Computer'** to upload the excel file.

Home > Aromatic Ing ... > GSTR-1 - July 2019 > Import

GSTR-1

## Bulk Import Invoices for GSTR-1

ClearTax / Tally Patch format Back

1. Select the Return Period (Monthly) ←

Jul 2019

2. Select Your ClearTax Template

Select ClearTax template

Select ClearTax template

Sales Invoices and Bill of Supply ←

Sales Credit Debit Notes

Sales Advance Receipts

Import documents using an Excel format

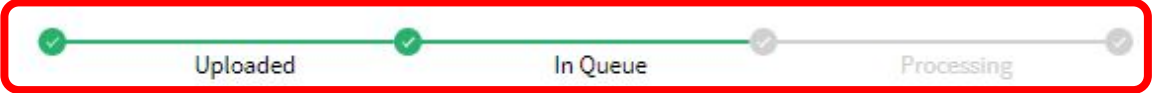
- Government Format
- Tally Format
- BUSY Format
- Cleartax Format
- E-Commerce Seller Format

Download Cleartax Template

Uploading may take some time. Upload time depends on the size of the file.

Home > Aromatic Ingr .. > GSTR-1 - July 2019 > Import

0 users in front of you in the queue



Even if your file is small, this might take some time.

[Check upload status later](#)

Or

[Upload another file](#)

Once the file is uploaded it will show the invoices which have been **Passed**, **Failed(validation Errors)** or the under **Warnings**. Click on the **'Errors'** to view them. After the errors are rectified, click on **'Revalidate'**

No of Invoice(s) 63

Failed 29

Warning 0

Passed 34

Facing problems importing data? [Sample guide to excel import](#)

Download Rows with Errors

Import another file

	Errors	Invoice Date	Invoice Number	Customer Billing Name	Customer Billing GSTIN	State Place of Supply	Is the item a GOOD (G) or SERVICE (S)	Item Description	HSN or SAC code	Item Quantity	Item Unit of Measurement	
1	4 Error(s)	15/07/2017	CT45	ACC Ltd		Karnataka	G	Cement	2521	500	Bags	50
2	4 Error(s)	15/07/2017	CT6	Mr.Shiva		Karnataka	G	Cement	2521	10	Bags	30
3	2 Error(s)	15/07/2017	CT38	ACC Ltd		Kerala	G	Cement	2521	1500	Bags	30
4	2 Error(s)	15/07/2017	CT51	Mr. Shiva		Kerala	G	Cement	2521	100	Bags	40
5	2 Error(s)	15/07/2017	CT54	ACC Ltd		Kerala	G	Cement	2521	1500	Bags	30
6	2 Error(s)	15/07/2017	CT40	ACC Ltd		Kerala	G	Cement	2521	1500	Bags	30
7	4 Error(s)	17/07/2017	CT36	Mr.Shiva		Karnataka	G	Iron	68111000	1000	Tons	10
8	4 Error(s)	15/07/2017	CT52	Mr. Shiva		Karnataka	G	Cement	2521	100	Bags	40
9	2 Error(s)	15/07/2017	CT3	ACC Ltd		Kerala	G	Cement	2521	1500	Bags	30

Click on Revalidate after fixing errors

Revalidate

Next Page

You can rectify the errors by clicking the boxes which show the errors. You can also download the failed invoices that are showing the errors, by clicking on the **‘Download rows with errors’** and rectify the errors.

No of Invoice(s) **63**
Failed **29**
Warnings **0**
Passed **34**
Facing problem? See our simple guide to GST compliance.
**Download Rows with Errors**
**Import another file**

Item	HSN or SAC code	Item Quantity	Item Unit of Measurement	Item Rate	Total Item Discount Amount	Item Taxable Value	CGST Rate	CGST Amount	SGST Rate	SGST Amount	IGST Rate	IGST
	2521	500	Bags	500	2000	248000	6	14880	0	0	0	0
	2521	10	Bags	300		3000	6	180	0	0	0	0
	2521	1500	Bags	300	2500	447500	0	0	0	0	28	1253
	2521	100	Bags	400		40000	0	0	0	0	18	7200
	2521	1500	Bags	300	2500	447500	0	0	0	0	5	2237
	2521	1500	Bags	300	2500	447500	0	0	0	0	28	1253
	68111000	1000	Tons	1000		1000000	9	90000	9	90000	0	0
	2521	100	Bags	400	0	40000	9	3600	9	3600	0	0
	2521	1500	Bags	300	2500	447500	0	0	0	0	28	1253

Click on Revalidate after fixing errors
 **Revalidate**
Prev Page
Next Page

Once the errors are rectified, upload the file by clicking on **'Import another file'** button. Now select the **'Return Period'** → Select the **'ClearTax Template'** → click on **'Select file from computer'**

Home > Aromatic Ingredi... > GSTR-1 - July 2019 > Import

GSTR-1 GSTR-2 GSTR-3B Create a new template

### Bulk Import Invoices for GSTR-1

Govt / Tally / Busy Excel format ClearTax / Tally Patch format E-Commerce format

#### ClearTax / Tally Patch format

1. Select the Return Period (Monthly) ←

Jul 2019

2. Select Your ClearTax Template ←

Select ClearTax template

**Select file from computer** ←

NOTE: XLSX/CSV/XLS/XLSM files are supported

#### Import documents using an Excel format

- ✓ Government Format
- ✓ Tally Format
- ✓ BUSY Format
- ✓ Cleartax Format
- ✓ E-Commerce Seller Format

**Download ClearTax Template**

It will automatically bifurcate the **'Type of Invoices'**. You can click on **'View/Edit'** to view or edit the invoices.

Home > Aromatic Ingrec > GSTR-1 - July 2019 Period of Return Jul 2019

1. IMPORT DATA   2. PREPARE DATA   3. VIEW MY INVOICES   4. UPLOAD TO GSTN   5. FILE GSTR-1

### GSTR-1 - Prepare Data | Jul 2019

This return is meant for Taxpayers who need to file GSTR-1 at monthly frequency. In case you want to file GSTR-1 at Quarterly frequency (applicable for upto 1.5 crore turnover) then you should change it from [Business settings](#).

#### Import Invoices

Get your data into ClearTax GST software or create invoice

[Import Cleartax Excel](#)

[Import Govt./Tally/Busy Excel](#)

OR

#### Frequently used section

Type Of Invoice	Count Of Documents	Taxable Amount (A) (₹)	Tax Amount (B) (₹)	Invoice Value (₹)	
B2B (4A, 4B, 4C, 6B, 6C) <a href="#">Explain this</a>	11	93,23,000.00	16,08,040.00	1,09,31,040.00	<a href="#">View/Edit</a>
B2C Others (7) <a href="#">Explain this</a>	-	-	-	-	<a href="#">View/Edit</a>
HSN summary of outward supplies (13)	-	-	-	-	<a href="#">View/Edit</a>
Documents Series Summary (12)	-	-	-	-	<a href="#">View/Edit</a>

Under the **'View my Invoices'** tab you can edit the uploaded invoices. You can also add **new invoices** or add **new amendment invoice**. The invoices can also be downloaded in an Excel format.

Home > Aromatic I > GSTR-1 - July 2019 > Period of Return Jul 2019

1. IMPORT DATA → 3. VIEW MY INVOICES 4. UPLOAD TO GSTN 5. FILE GSTR-1

### My Invoices Explain this

➔ Add New Amendment invoice Add New invoice

Types  Invoice  Credit/Debit Note  Advance Receipt  Bill of Supply (Nil/Exempt)

Search & Filter Invoice Type Amendment Type Filing Filter Customer GSTIN Include Cancelled

Filter Summary

Total Transactions	Total IGST	Total SGST	Total CGST	Total CESS	Total Amount
18	Rs. 20,61,640.00	Rs. 0.00	Rs. 0.00	Rs. 3,500.00	Rs. 1,37,94,640.00

Show **20 Entries** 50 Entries 100 Entries per page

Download all invoices as Excel

Now get E-way Bill ready Invoices

<input type="checkbox"/>	DATE	ID	CUSTOMER	GSTIN	TAXABLE AMT (₹)	TOTAL TAX (₹)	TOTAL AMT (₹)	TYPE	STATUS	ECONOMY SOURCE GSTIN
<input type="checkbox"/>	15/07/2017	CT61	ACC Ltd	01Z	4,47,500.00	1,26,800.00	5,74,300.00	B2B	Not Uploaded	
<input type="checkbox"/>	16/07/2017	CT58	ACC Ltd	07A	4,47,500.00	80,550.00	4,47,500.00	B2B_EXPORT	Not Uploaded	
<input type="checkbox"/>	16/07/2017	CT57	ACC Ltd	07A	4,47,500.00	80,550.00	4,47,500.00	B2B_EXPORT	Not Uploaded	

There are **2 ways** to upload the data:

- **Upload all documents (With OTP)**
- **Upload without OTP**

Home > Aromatic > GSTR-1 - July 2019 Period of Return Jul 2019

1. IMPORT DATA 2. PREPARE DATA 3. VIEW MY INVOICES 4. UPLOAD TO GSTN 5. FILE GSTR-1

### Upload Summary Jul 2019 [Explain this](#)

[Validate Data Before Upload](#)

**Upload All Documents**

✔ 3 times faster and recommended.  
You may need to verify OTP

[Upload B2B Invoices](#) • [Upload CDNs](#) • [Upload Other Documents](#)

**Upload Without OTP**

You will need to enter GST login details

#### Reports for upload

[Download GSTR-1 Report From GSTN](#)

[Download JSON \(Full Invoice Data\)](#)

#### Download Error Report (For Last Attempt)

Invoices	<a href="#">Download CSV</a>
CDN	<a href="#">Download CSV</a>

You can [Reset from GSTN](#) in order to delete your uploads through ClearTax from GSTN

#### Summary of documents that would be uploaded to GSTN

Type	To Be Uploaded	Uploaded
B2B	11	--
B2C (Large)	2	--
EXPORTS	4	--
CDN	--	--
CDNUR	--	--
B2B Amendment	--	--
B2C (Large) Amendment	--	--



# Upload all Documents (With OTP)

Click on 'Upload to GSTN' tab → Select 'Upload all Documents' to upload all the invoices to the Government Portal.

Home > Aromatic > GSTR-1 - July 2019 Period of Return Jul 2019

1. IMPORT DATA 2. PREPARE DATA 3. VALIDATE DATA 4. UPLOAD TO GSTN 5. FILE GSTR-1

### Upload Summary | Jul 2019 [Explain this](#)

[Validate Data Before Upload](#)

**Upload All Documents** [Upload Without OTP](#)

✔ 3 times faster and recommended.  
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[Upload B2B Invoices](#) > [Upload CDNs](#) > [Upload Other Documents](#)

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B2C (Large)	2	--
EXPORTS	4	--
CDN	--	--
CDNUR	--	--
B2B Amendment	--	--
B2C (Large) Amendment	--	--

**Reports for upload**

[Download GSTR-1 Report From GSTN](#)

[Download JSON \(Full Invoice Data\)](#)

**Download Error Report (For Last Attempt)**

Invoices	<a href="#">Download CSV</a>
CDN	<a href="#">Download CSV</a>

You can [Reset from GSTN](#) in order to delete your uploads through ClearTax from GSTN

Enter the **GSTN username & password** & click on **'Request OTP'** to get an OTP on your registered mobile number. Click on **'Verify & continue'** to upload the invoices to the Government Portal.

The screenshot shows the GSTN portal interface for July 2019. A modal dialog box titled "Verify OTP to connect to the GST Network" is displayed in the foreground. The dialog box contains the following text:

Your are trying to generate OTP for :  
GSTIN: 32A  
GSTN Userna [redacted]

If these details are not correct, you need to update it. [Update Now](#)

If you have verified that the above details are correct, then proceed to request an OTP

For completing your action, we need to establish a secure connection with GSTN. An OTP will be sent to the registered mobile and email with GSTN.

At the bottom of the dialog box, there is a "Close" button and a "Request OTP" button. The "Request OTP" button is highlighted with a red box, and a purple arrow points to it.

Once all the documents are uploaded it will automatically change the status to **‘Processed’**.

Home > Defmacr ... > GSTR-1 - July 2019 Period of Return Jul 2019

1. IMPORT DATA 2. PREPARE DATA 3. [arrow] 4. **UPLOAD TO GSTN** 5. FILE GSTR-1

### Upload Summary | Jul 2019 [Explain this](#)

[Validate Data Before Upload](#)

Uploading data to Government portal is taking longer than usual. You may experience higher wait times.

**Upload All Documents** [Upload Without OTP](#)

✔ 3 times faster and recommended. You may need to verify OTP

You will need to enter GST login details

[Upload B2B Invoices](#) • [Upload CDNs](#) • [Upload Other Documents](#)

Summary of documents that would be uploaded to GSTN

Type	To Be Uploaded	Uploaded
B2B	3	567
B2C (Large)	--	--
EXPORTS	--	--

**Upload Status** Upload initiated: 25 days ago

- ✔ Sending Request to GSTN
- ✔ Request Received by GSTN
- ✔ Initiating processing
- ✔ **Processed**

Reports for upload

[Download GSTR-1 Report From GSTN](#)

# Upload without OTP:

Click on **'Upload to GSTN'** tab → Select **'Upload without OTP'** button to upload all the invoices to the Government Portal without OTP.

Home > Aromatic Ingres .. > GSTR-1 - July 2019 Period of Return Jul 2019

1. IMPORT DATA 2. PREPARE DATA 3. VALIDATE DATA **4. UPLOAD TO GSTN** 5. FILE GSTR-1

Upload Summary | Jul 2019 [Explain this](#) [Validate Data Before Upload](#)

**Upload All Documents**  
✔ 3 times faster and recommended.  
You may need to verify OTP

**Upload Without OTP**  
You will need to enter GST login details

[Upload B2B Invoices](#) • [Upload CDNs](#) • [Upload Other Documents](#)

Summary of documents that would be uploaded to GSTN

Type	To Be Uploaded	Uploaded
B2B	11	--
B2C (Large)	2	--
EXPORTS	4	--
CDN	--	--
CDNUR	--	--
B2B Amendment	--	--
B2C (Large) Amendment	--	--

Reports for upload

**Download GSTR-1 Report From GSTN**  
[Download JSON \(Full Invoice Data\)](#)


Download Error Report (For Last Attempt)


Invoices	<a href="#">Download CSV</a>
CDN	<a href="#">Download CSV</a>

You can [Reset from GSTN](#) in order to delete your uploads through ClearTax from GSTN

Enter the GSTN credentials & click on **‘Log in’** to upload all the documents.

### Upload Documents To GSTN for GSTR 1

 Use this alternate way to upload only if you are unable to receive the OTP

 Cleartax recommends you to upload all documents from the upload page directly as it is 3x faster than uploading via GSTN login details

[Go Back To Upload Page](#)

#### Log Into GSTN

Username on www.gst.gov.in




Password on www.gst.gov.in

Show password  
 Save my login ID and password

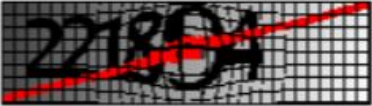
**Log In**

Enter the **Captcha** & click on **'Submit'**


Upload Documents To GSTN for GSTR 1 ✕



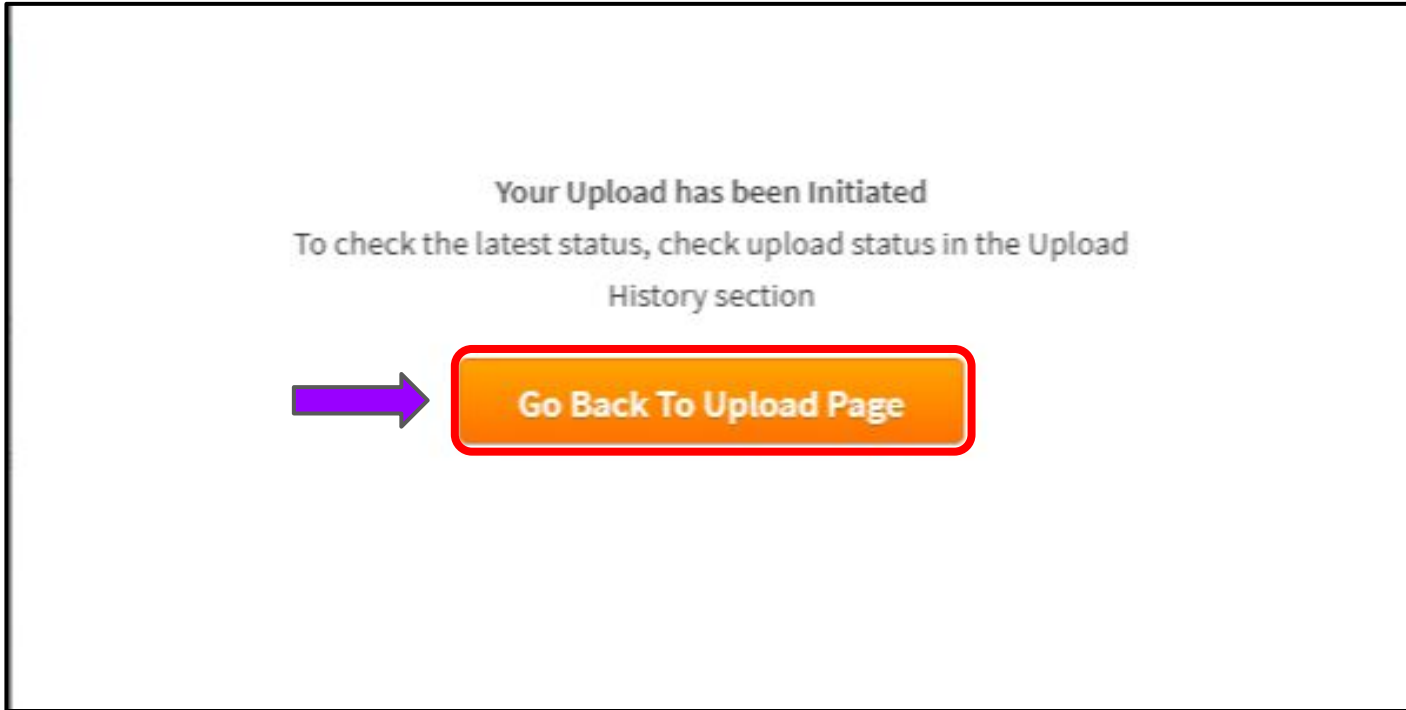
Sending request to GSTN  Waiting for captcha from GSTN



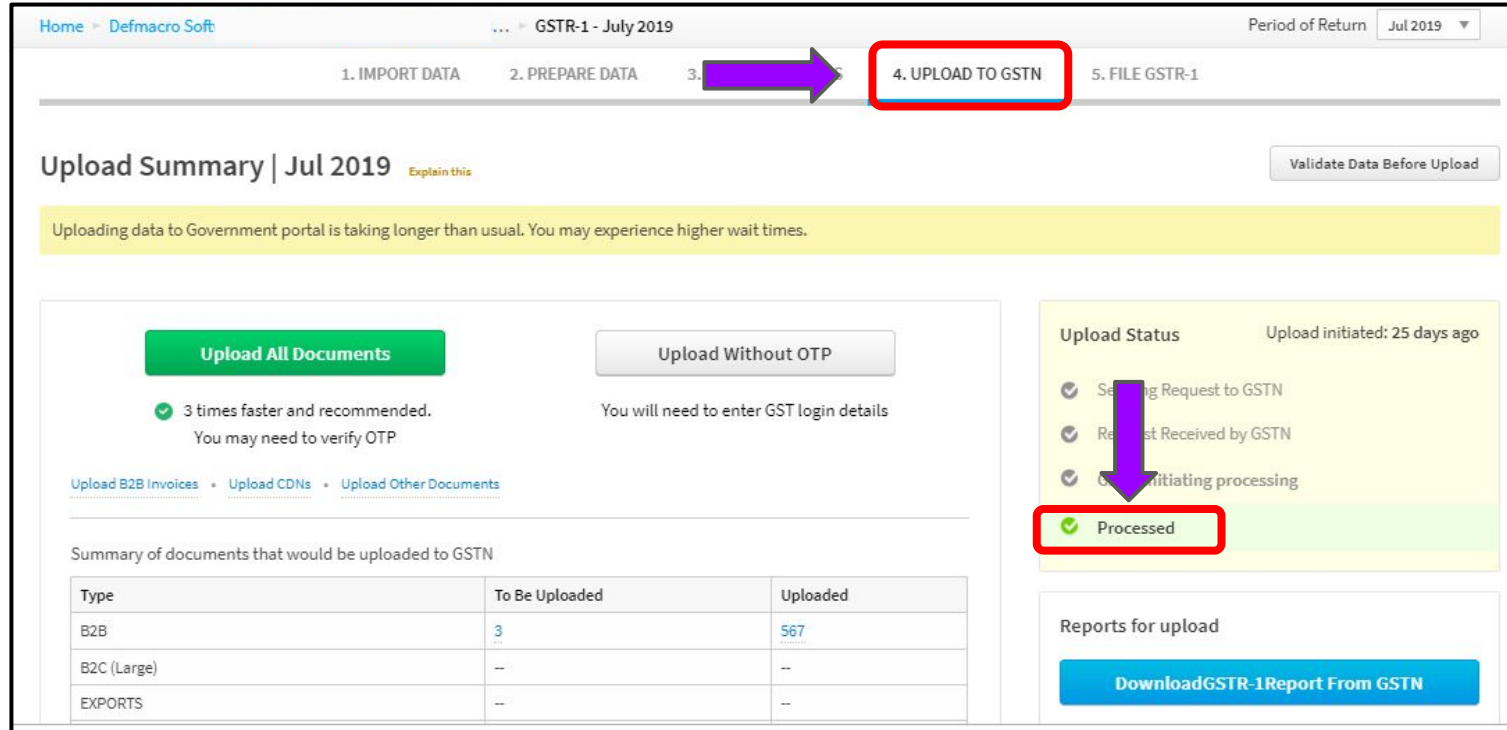
Enter the characters shown above(captcha)




Once all the documents are uploaded → Click on **'Go Back to Upload Page'**



Once all the documents are uploaded it will automatically change the status to **‘Processed’**.



Home > Defmacro Soft > GSTR-1 - July 2019 Period of Return Jul 2019

1. IMPORT DATA 2. PREPARE DATA 3.  4. **UPLOAD TO GSTN** 5. FILE GSTR-1

### Upload Summary | Jul 2019 Explain this

[Validate Data Before Upload](#)

Uploading data to Government portal is taking longer than usual. You may experience higher wait times.

**Upload All Documents**

✔ 3 times faster and recommended.  
You may need to verify OTP

[Upload B2B Invoices](#) • [Upload CDNs](#) • [Upload Other Documents](#)

**Upload Without OTP**

You will need to enter GST login details

**Upload Status** Upload initiated: 25 days ago

- ✔ Sending Request to GSTN
- ✔ Request Received by GSTN
- ✔ GSTN Initiating processing
- ✔ **Processed**

Summary of documents that would be uploaded to GSTN

Type	To Be Uploaded	Uploaded
B2B	3	567
B2C (Large)	--	--
EXPORTS	--	--

Reports for upload

[Download GSTR-1 Report From GSTN](#)



You can download '**GSTR-1 Report from GSTN**' in an Excel format as well as a JSON file. Click on '**View Errors**' to rectify the errors in the invoices if required. You can also reset the whole data uploaded to the GSTN by clicking on '**Reset from GSTN**'.

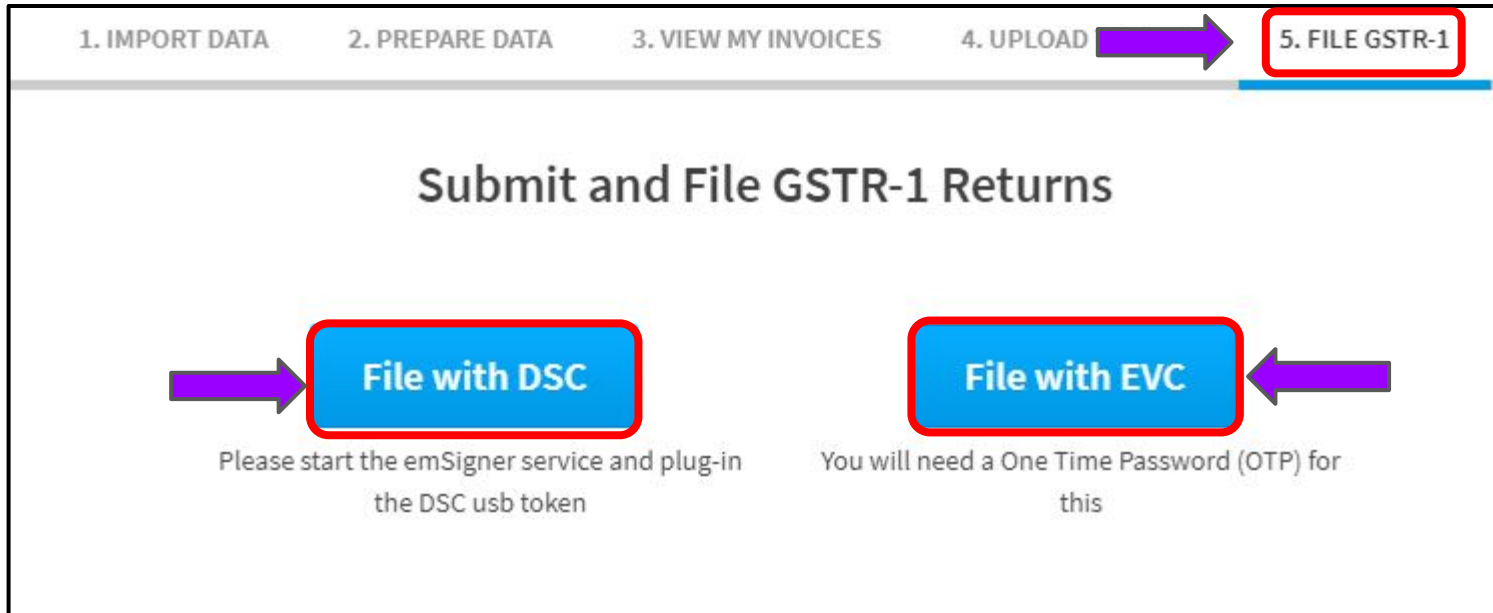
The screenshot displays the ClearTax GSTN interface. At the top right, a green 'Processed' status indicator is highlighted with a red box. Below it, the 'Reports for upload' section features a blue button labeled 'Download GSTR-1 Report From GSTN', which is also highlighted with a red box and a purple arrow pointing to it. Underneath, there are links for 'Download JSON (Full Invoice Data)', 'Download Error Report (For Last Attempt)', and 'Download CSV' for Invoices and CDN. A 'Reset from GSTN' link is highlighted with a red box and a purple arrow pointing to it. The main content area shows a 'Summary of documents that would be uploaded to GSTN' table with columns for Type, To Be Uploaded, and Uploaded. Below this is a 'Detailed Section wise summary of documents which are uploaded to GSTN from ClearTax' section with a 'ClearTax Upload Summary' button. At the bottom, the 'Upload History' section includes a table with columns for Requested Date, Status, Action, and Details. The 'View Errors' link in the 'Action' column of the second row is highlighted with a red box and a purple arrow pointing to it.

Type	To Be Uploaded	Uploaded
B2B	3	567
B2C (Large)	--	--
EXPORTS	--	--
CDN	--	152
CDNUR	--	--
B2B Amendment	--	--
B2C (Large) Amendment	--	--
EXPORTS Amendment	--	--
CDN Amendment	--	--
CDNUR Amendment	--	--

Requested Date	Status	Action	Details
August 10th 2019, 12:49 pm	Processed	-	-
August 10th 2019, 11:59 am	Processed with Errors	<a href="#">View Errors</a>	-
August 9th 2019, 8:16 pm	Processed	-	-

Under the '**File GSTR-1**' tab → You get **2 options** to Submit & File GSTR-1 Return


- File with DSC ( You can file GSTR-1 using your DSC)
- File with EVC (File GSTR-1 using OTP )



Enter your **GSTN login credentials** & click on **‘Continue’**

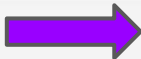
### Enter GST Portal login details ✕

Username on gst.gov.in \*

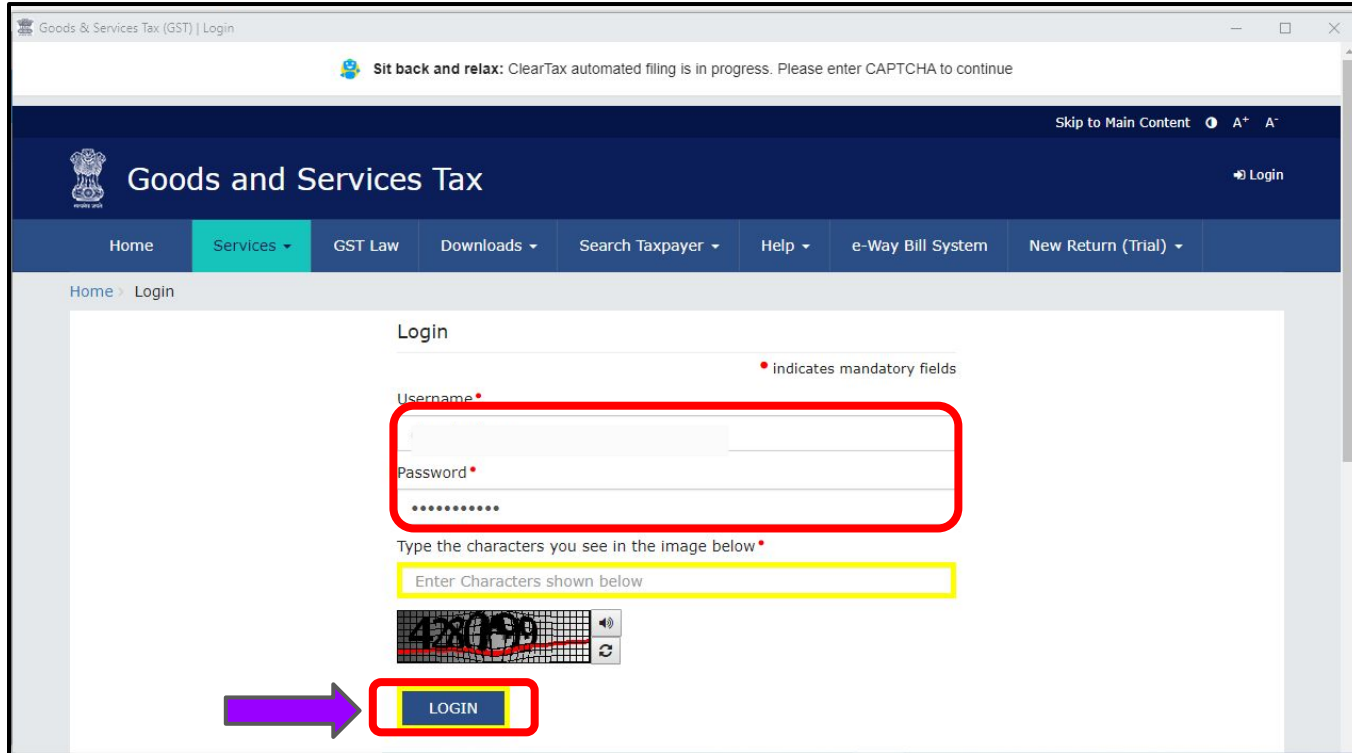
  


Password on gst.gov.in \*

  
 Show password  
 Save my username and password



This will take you to the [GSTN login page](#) → Enter the **GSTN login credentials & CAPTCHA** → Click on **‘Login’** to proceed



The screenshot shows the GSTN login page with the following elements:

- Browser title: Goods & Services Tax (GST) | Login
- Message: Sit back and relax: ClearTax automated filing is in progress. Please enter CAPTCHA to continue
- Header: Goods and Services Tax, Login
- Navigation: Home, Services, GST Law, Downloads, Search Taxpayer, Help, e-Way Bill System, New Return (Trial)
- Page Title: Home > Login
- Form Fields:
  - Username (mandatory field, highlighted with a red box)
  - Password (mandatory field, highlighted with a red box)
  - Enter Characters shown below (highlighted with a yellow box)
- Image: CAPTCHA image showing a grid of numbers and a line graph.
- Buttons: A blue LOGIN button (highlighted with a red box) and a purple arrow pointing to it.

ClearTax will automatically upload your GSTR-1 details on GST Portal → Just click on the **‘Continue & Submit’** button to file your GSTR-1

Confirm your submission of GSTR - 1 returns  
Status: Waiting for your action

Gross Advance Adjusted	Total Value	Total Taxable Value	Total Docs	Cancelled Docs
₹0.00	₹0.00	₹0.00	0	0
Total Tax Liability	Total Tax Liability		Net Issued Docs	
₹0.00	₹0.00		0	

IMPORT EWB DATA

**11A - Amended Tax Liability (Advance Received)**

Gross Advance Received	Total Taxable Value
₹0.00	0.00
Total Tax Liability	Total Tax Liability
₹0.00	0.00

**0 - Amended B2C(Others)**

Total Taxable Value	Total Tax Liability
0.00	0.00

GENERATE GSTR1 SUMMARY

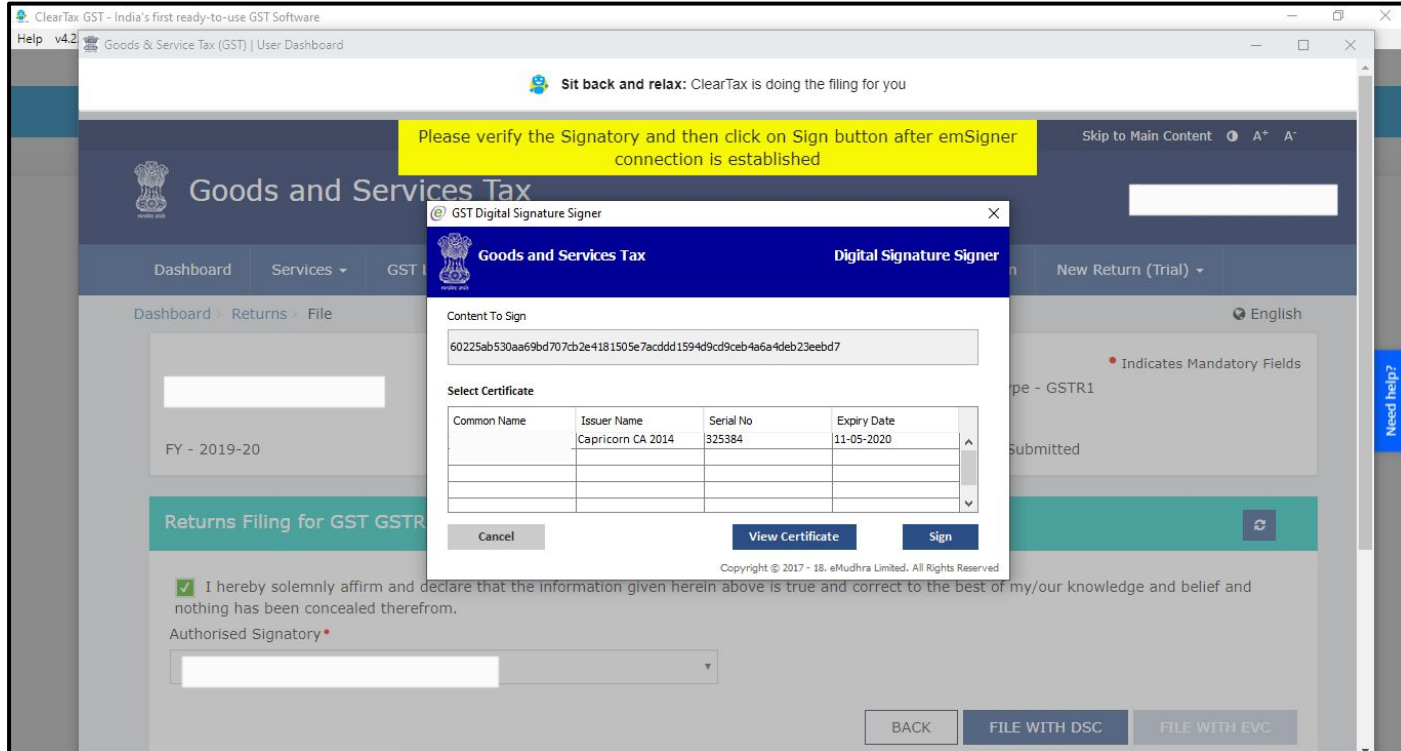
I acknowledge that I have reviewed the details of the preview and the information is correct and would like to submit the details. I am aware that no changes can be made after submit.

You are about to submit your returns

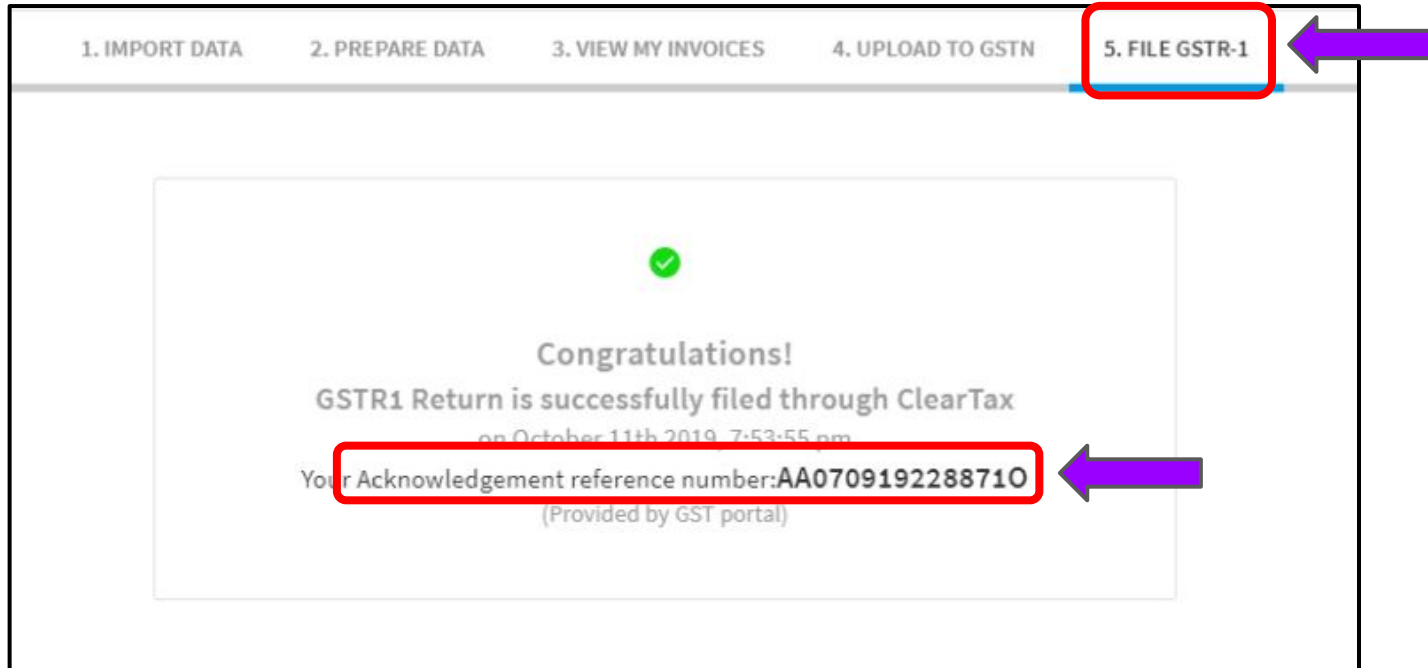
You are about to SUBMIT GSTR-1. Would you like to proceed? No changes can be made in this return after submitting.

Cancel and go back   **Continue to submit**

Post confirmation, ClearTax will **SUBMIT** the return and initiate **Filing with DSC or EVC** as per your choice



After successful filing, ClearTax will display the **ARN number** (provided by GST portal) in the Desktop app for your reference.



# Thank You!

[Login](#) | [Follow](#)

For any queries, contact us:

Write to: [gstsupport@cleartax.in](mailto:gstsupport@cleartax.in) or Call us on: 080-67458707

We are happy to assist!

