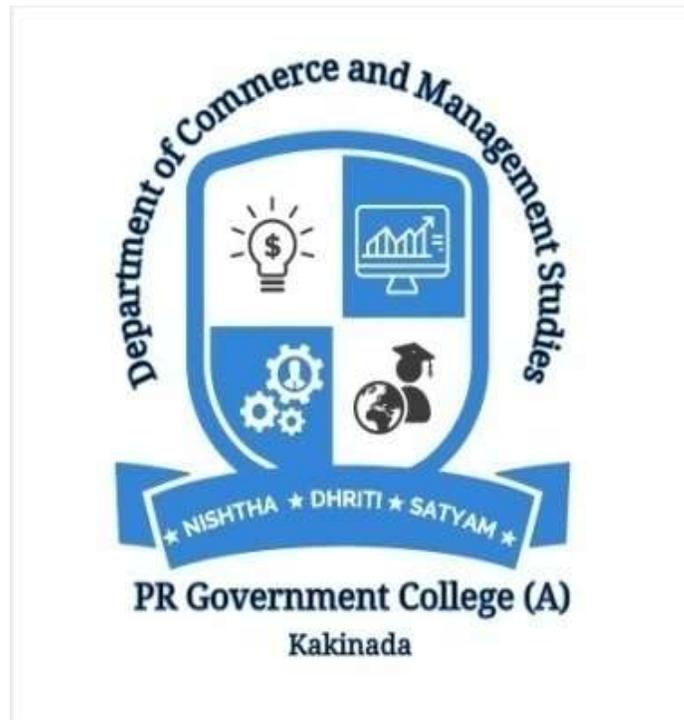


**P.R. GOVERNMENT COLLEGE (A),
DEPARTMENT OF COMMERCE AND MANAGEMENT STUDIES**

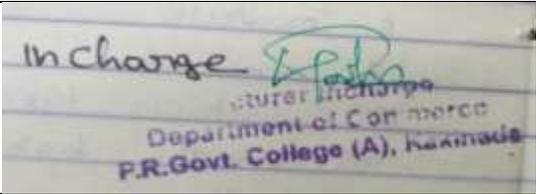
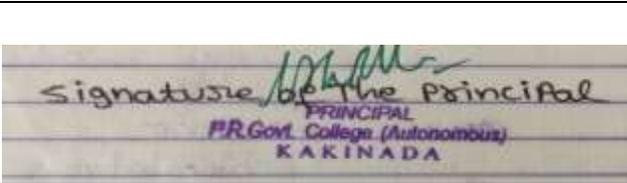


ACTIVITY REPORT REGISTER

P.R. GOVERNMENT COLLEGE (A),

DEPARTMENT OF COMMERCE AND MANAGEMENT STUDIES

Date	21-8-2019
Conducted through DRC/JKC/ELF/Dept.etc	DCMS
Nature of the Activity	WORK SHOP AND INCOME TAX DAY
Title of the Activity	FILING OF INCOME TAX RETURNS
Name of the Department/Committee	DCMS
Details of Resource person(Name, Designation etc.)	1.SRI. V. APPLARAJU, IRS, Additional Commissioner of Income Tax. 2.CA.K.VIJAYA BABAU, Chairman, ICAI, Kakinada branch. 3.CA.DEVI KUMAR.
No of Students Participated	70
Brief report of the activity	<p>To e-File the ITR using the upload XML method, the user must download either of the following ITR utility:</p> <p>Excel Utility Java Utility</p> <p>Perform the following steps to download the Java Utility or Excel Utility, then to generate and Upload the XML:</p> <p>Go to the Income Tax e-Filing portal https://www.incometax.gov.in/iec/foportal/ Download the Appropriate ITR utility under 'Downloads > IT Return Preparation Software'. Extract the downloaded utility ZIP file and Open the Utility from the extracted folder. (For more information and prerequisites, refer the 'Read me' document).</p> <p>Nvalidate all the tabs of the ITR form and Calculate the Tax.</p> <p>Generate and Save the XML. Login to e-Filing portal by entering user ID (PAN), Password, Captcha code and click 'Login'. Click on the 'e-File' menu and click 'Income Tax Return' link. On Income Tax Return Page: PAN will be auto-populated Select 'Assessment Year' Select 'ITR form Number'</p>

	<p>Select 'Filing Type' as 'Original/Revised Return' Select 'Submission Mode' as 'Upload XML' Choose Click 'Continue' Attach the ITR XML file. On choosing,</p> <p>DSC as verification option, Attach the signature file generated from DSC management utility. Aadhaar OTP as verification option, Enter the Aadhaar OTP received in the mobile number registered with UIDAI. EVC through Bank account, Demat account or Bank ATM as verification option, Enter the EVC received in the mobile number registered with Bank or Demat Account respectively. Other two verification options, the ITR will be submitted but the process of filing the ITRs is not complete until it is verified. The submitted ITR should be e-Verified later by using 'My Account > e-Verify Return' option or the signed ITR-V should be sent to CPC, Bengaluru. Submit the ITR. To view the uploaded ITRs</p> <p>2.</p>
Name of the lecturers who planned and conducted the activity	DCMS
Signature of the Lecturer in charge/ Convener of the committee	
Signature of the Principal	
Remarks	

1. K. Jyothi	32. Y. Anitha	63.
2. K. Gopale Lal Krishna	33. J. Suresh	64.
3. G. Pradeepthi	34. T. Jayaram	65.
4. M. Anusha	35. B. Sathish	66.
5. P. Lakshmi Kalayala	36. Ch. Vahini	67.
6. G. S. Praveen	37. Ch. Suresh	68.
7. P. Rith. Appooswari	38. P. Roshan	69.
8. K. Laxmi	39. B. Hanika	70.
9. G. Sindhu	40. P. Subhadra Sasi	71.
10. G. Venkateswari	41. P. Yamini Kanishkappa	72.
11. M. Naga Geetha	42. N. Yamini	73.
12. P. Divya Bhavani	43. B. Suresh Varaha Venkatesh	74.
13. M. Anushka	44. F. Sri Divya	75.
14. K. Divya	45. P. Subashini	76.
15. P. Sathya Kumari	46. B. Bharani	77.
16. P. Laxmi	47. T. Afreen Lakshmi	78.
17. D. Divyadurga	48. B. S. I. Sanyal	79.
18. K. Lakshmi Suresh	49. M. Elavari	80.
19. K. Gopi Deepika	50. Prathiba	81.
20. K. Surya Pravan	51. K. Pragnya	82.
21. Ch. Suresh	52. Ch. Kasturi	83.
22. M. Similla	53. M. Asha	84.
23. K. V. K. Sankethi Devi	54. P. H. Chandana	85.
24. M. Gagan	55. V. Divya	86.
25. B. Navya	56. S. Narendhar	87.
26. A. Vora Laxshmi	57. K. Gayathri	88.
27. J. Anuradha	58. P. Suresh	89.
28. B. Saijya	59. G. Sathya	90.
29. A. Subalakshmi	60. M. Lakshmi	91.
30. K. Gayathri	61. P. Kishor Kumar	92.
31. A. Ujjayini	62. D. Prasanna Kumar	93.

