

Government of the People's Republic of Bangladesh
National Board of Revenue
Segunbagicha, Dhaka



STRENGTHENING GOVERNANCE MANAGEMENT PROJECT (SGMP)
(ONLINE FILING & DIGITIZATION OF TAX RETURN)

TAXPAYER MANUAL

SETUP TAXPAYER'S COMPUTER

VERSION 1.0

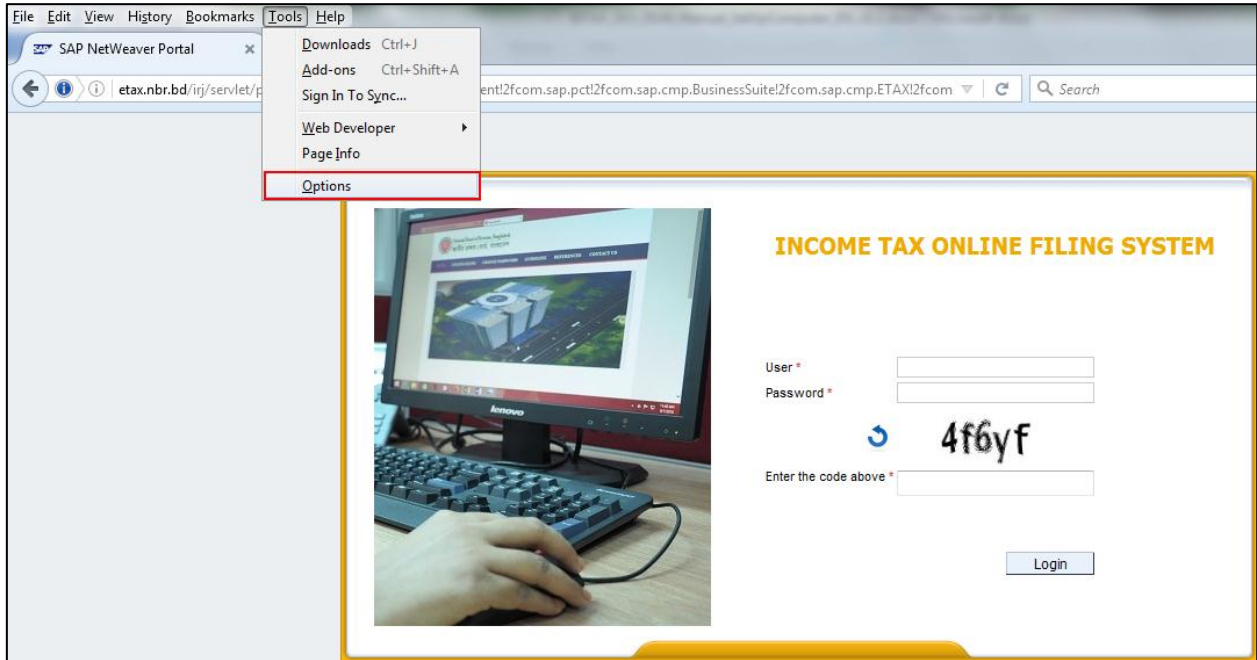
CONTENTS

- 1. **CONFIGURATION ON FIREFOX BROWSER 3**
- 2. **CONFIGURATION ON INTERNET EXPLORER 4**
- 3. **SET UP ADOBE READER..... 5**

1. CONFIGURATION ON FIREFOX BROWSER

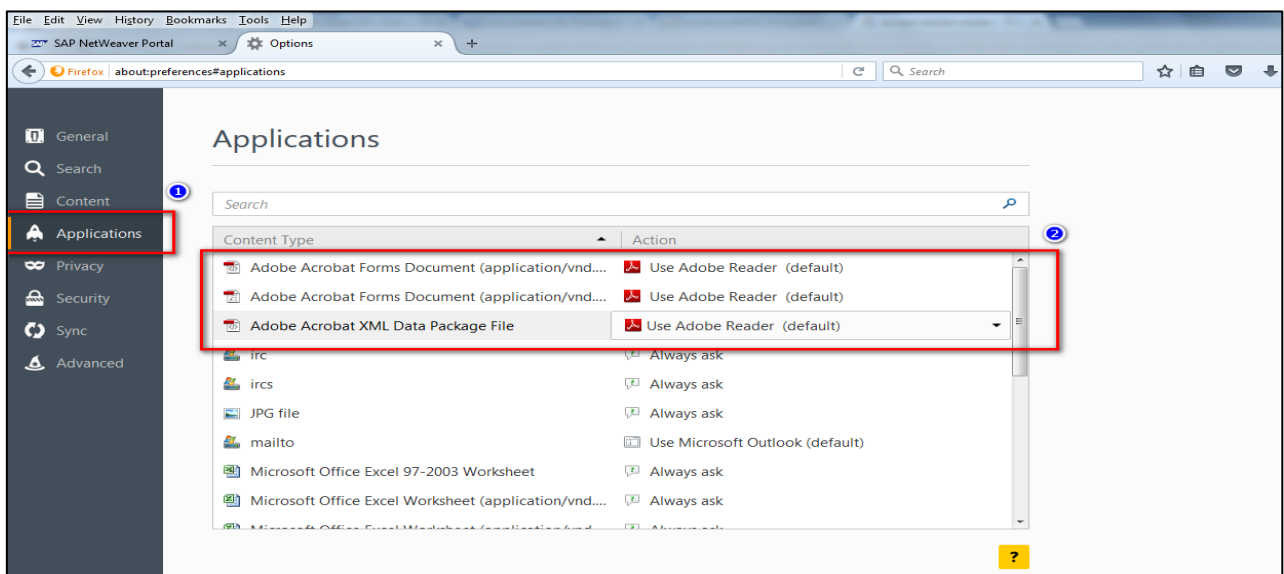
This step describes how to enable Adobe Reader on Firefox to run the “Online return submission”.

Step 1: Open Firefox browser, select **Tool -> Options**



Step 2: A new tab appear as follows. In menu bar on the left, chose **Applications**.

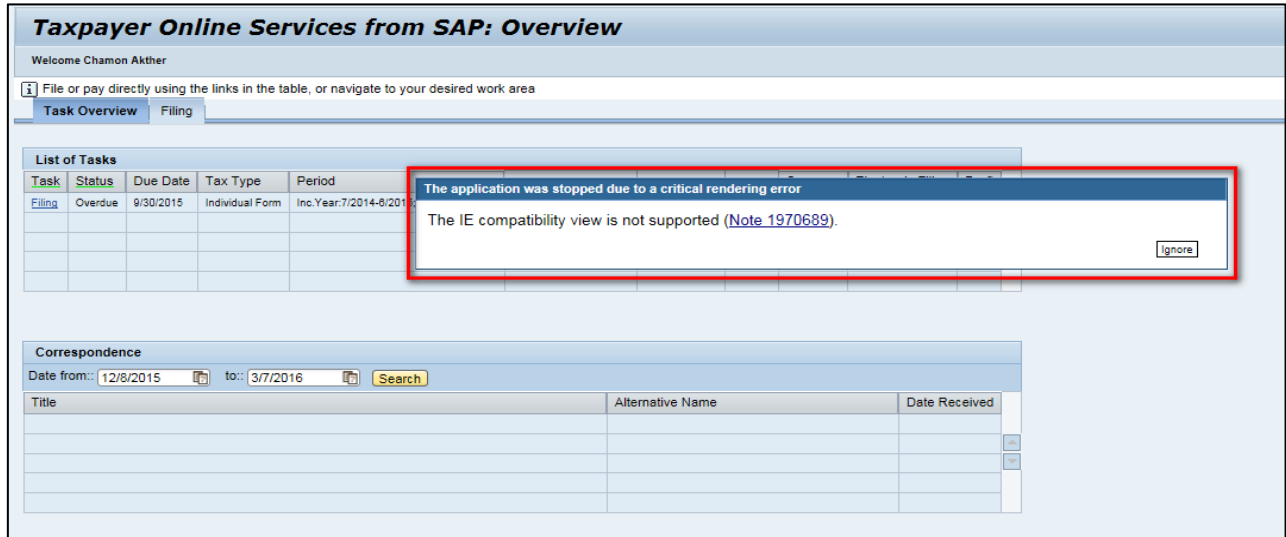
In **Application**, select *Use adobe reader (default)* option for all Adobe Acrobat forms document, adobe acrobat XML Data Package file.



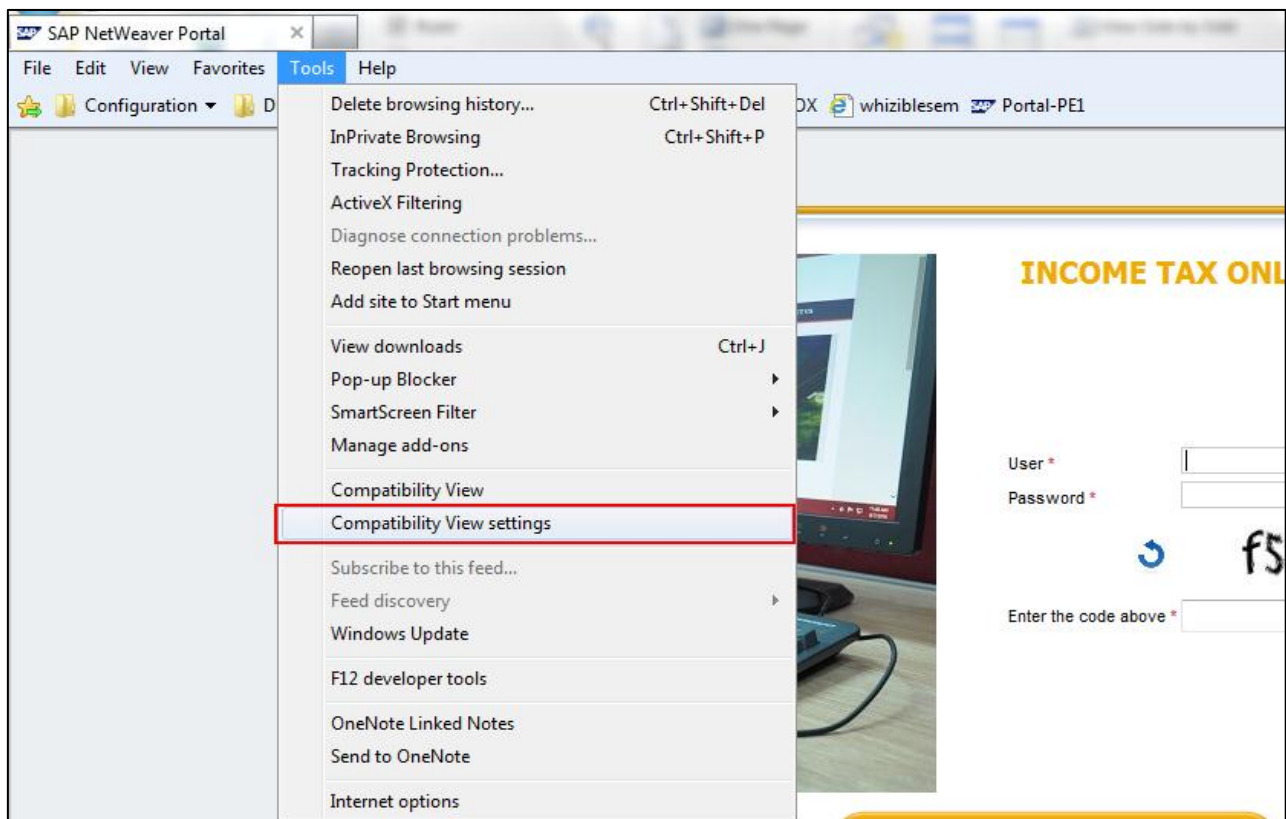
2. CONFIGURATION ON INTERNET EXPLORER

This step describes how to configure your Internet Explorer to run the online return filing system of NBR.

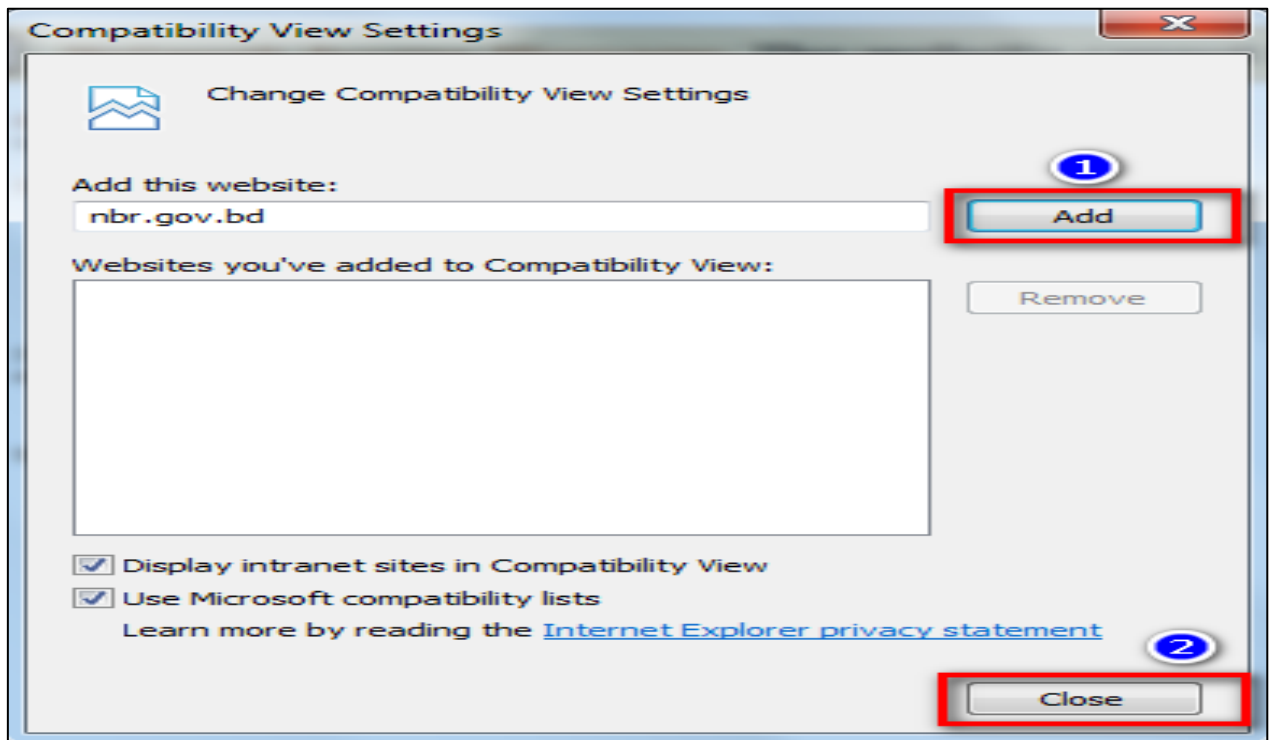
After the account has logged on the system, the following error message appears: "The IR compatibility view is not supported (Note 1970689)".



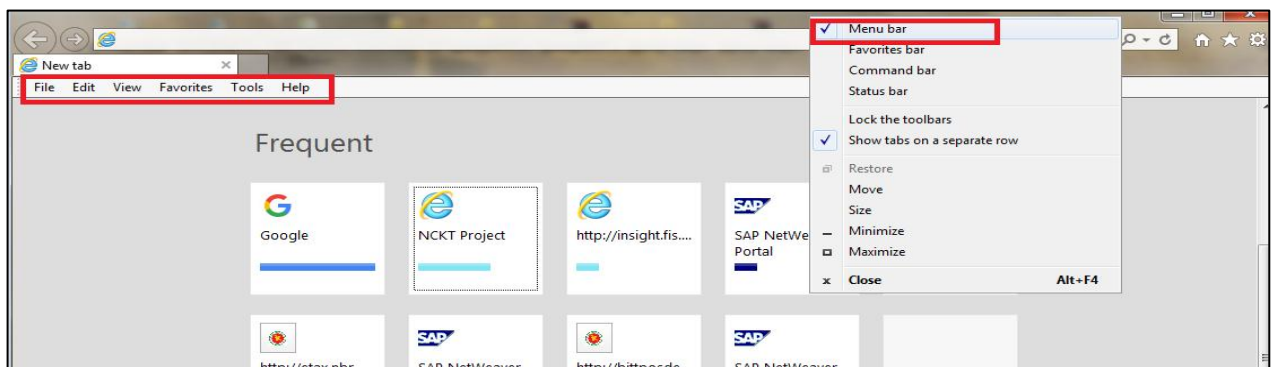
Step 1 : Configure Internet Explorer : Select Tools -> Compatibility View Settings



Step 2: Click **Add** button -> **Close** button.



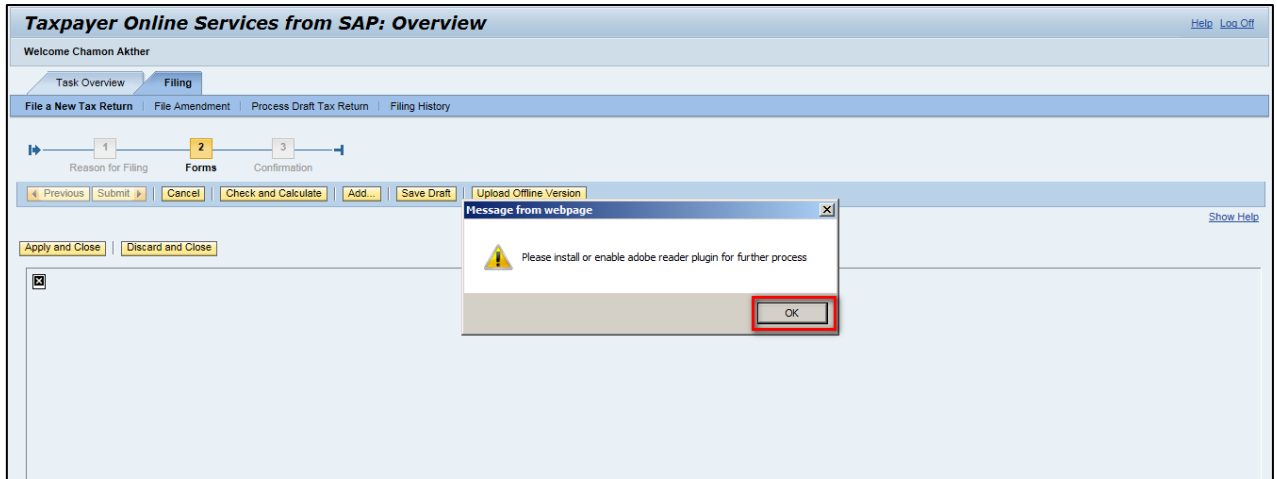
NOTE: In case the web browser menu does not display, right-click on top of the web browser then select **Menu Bar**.



3. SET UP ADOBE READER

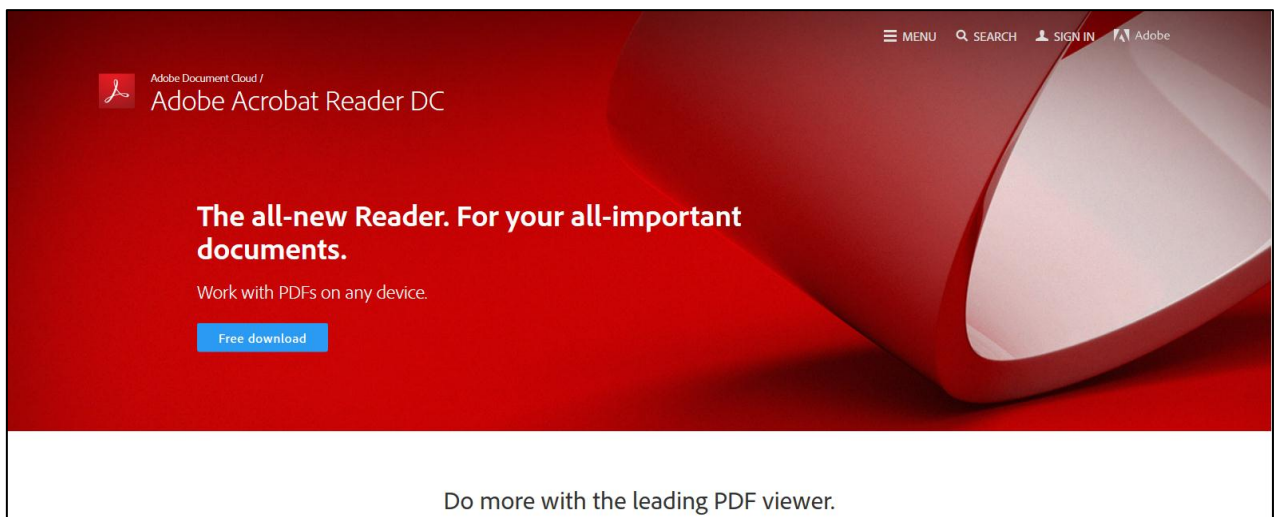
First, open the Return. If the system displays a message: "**Please install or enable adobe reader plugin for further process**". Please do following steps:

Step 1: Click **OK** button



Step 2: Access Home page of Adobe acrobat Reader DC at: <https://get.adobe.com/reader/>

Step 3: Click **Free download** button.




Step 4: After that, a new window is opened. Click on "[Do you have a different language or operating system?](#)" link and choose a compatible version with your computer.

Adobe

Step: 1 of 3

Adobe Acrobat Reader DC




Version 2015.010.20060
[System requirements](#)

Your system:
Windows 7, English
 Do you have a different language or operating system?

[Are you an IT manager or OEM?](#)

Optional offers

- Yes, install the free **McAfee Security Scan Plus** utility to check the status of my PC security. It will not modify existing antivirus program or PC settings.
[Learn more](#)
- Yes, install **True Key™ by Intel Security** to say goodbye to the hassle of passwords.
[Learn more](#)



Terms & conditions:

By clicking the "Install now" button, you agree to the automatic installation of updates to Adobe Acrobat Reader DC, and to the [Adobe Software Licensing Agreement](#) and the [Intel Security License Agreement](#).

Note: Your antivirus software must allow you to install software.

Install now

Total size: 81.77 MB


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Step 5: Select your existing operating system, then select language as English, and select the latest version of Adobe Acrobat Reader. Then Click **Download now** button.

Adobe

Step: 1 of 3

Adobe Acrobat Reader DC



Step 1
 Windows 7


Step 2
 English

Step 3
 Reader 11.0.10 English for Windows

[System requirements](#)

Optional offers

- Yes, install the free **McAfee Security Scan Plus** utility to check the status of my PC security. It will not modify existing antivirus program or PC settings.
[Learn more](#)
- Yes, install **True Key™ by Intel Security** to say goodbye to the hassle of passwords.
[Learn more](#)



Terms & conditions:

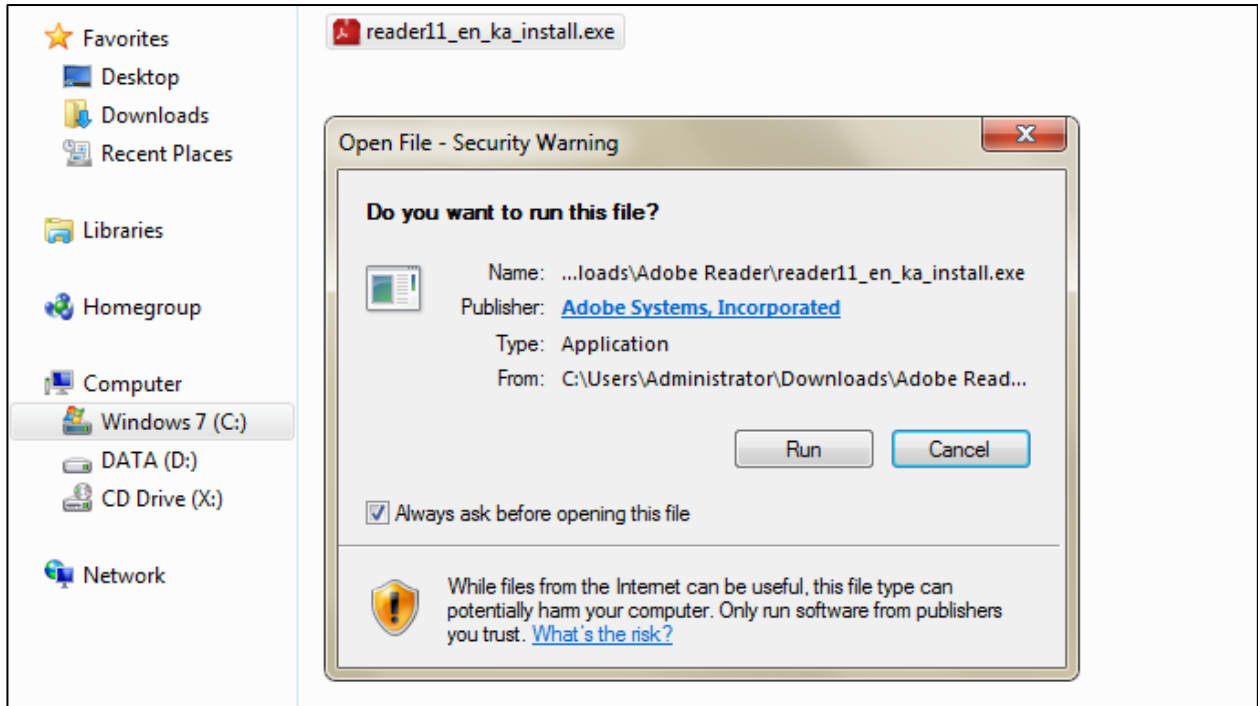
By clicking the "Download now" button, you agree to the automatic installation of updates to Adobe Acrobat Reader DC, and to the [Adobe Software Licensing Agreement](#) and the [Intel Security License Agreement](#).

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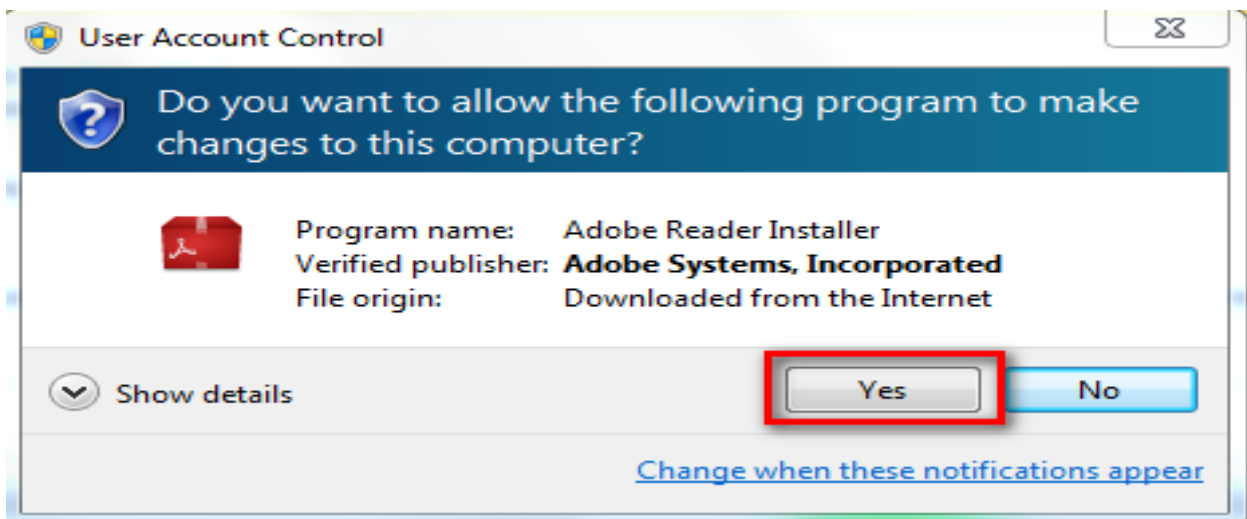
Download now

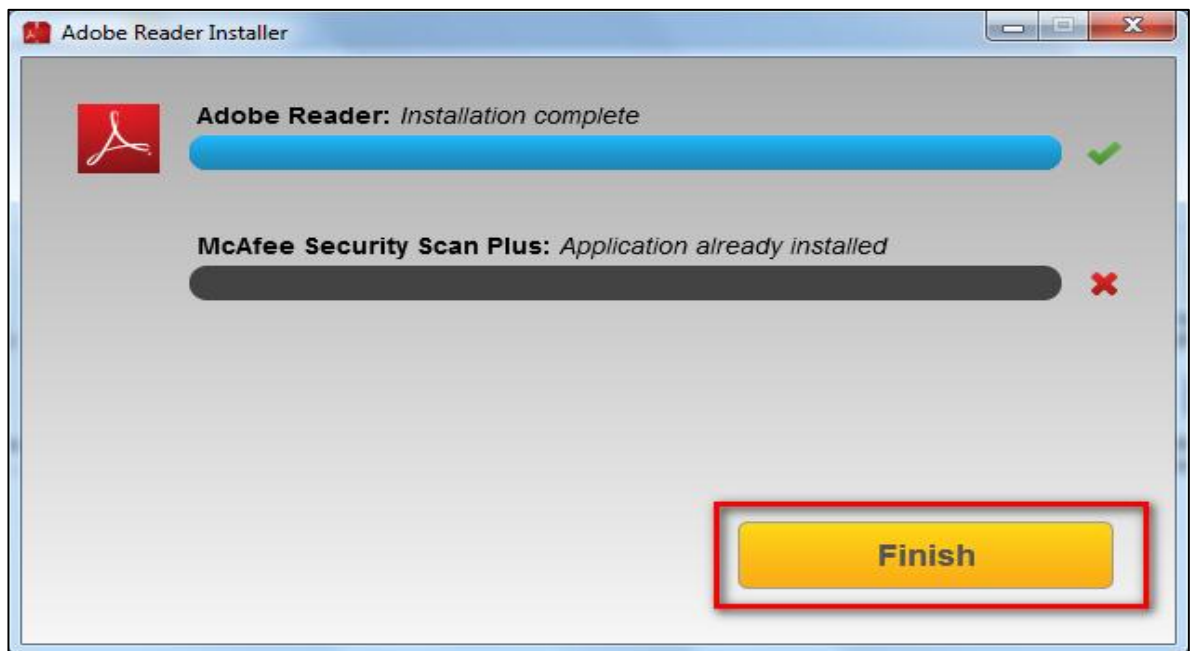
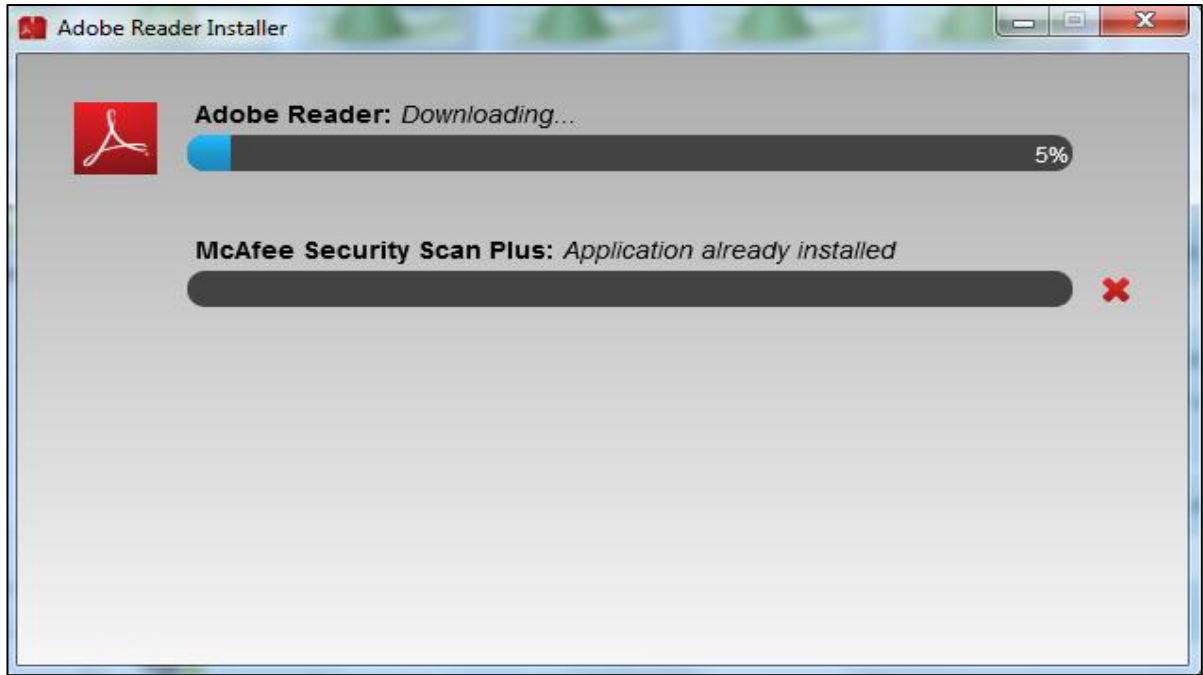
Total size: 73.37 MB

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Step 6: After Adobe Reader plugin has been downloaded, run the set up file named **reader11_en_ka_install.exe** to start the installation process. Then, Click **Yes** button.





Step 7: Close your browser to complete the installation process.

Step 8: Open Internet Explorer again and login to the online return filing system. If the following notice appears, please press the **Accept** button to continue.

