

# e-Filing Practice Returns

**DrakeTax 2023**

Use the following e-file practice returns to practice e-filing returns in Drake Tax. Each return will receive an A (Accepted) or R (Rejected) acknowledgement. Correct the rejected returns by following the instructions in Step 5 and then retransmit the returns to receive A (Accepted) acknowledgements.

Instructions in [Español](#)

## **INSTRUCTIONS**

The returns needed to complete the e-file practice are available when Drake Tax 2023 is installed. Follow the steps below to practice e-filing and to verify that you are ready to begin e-filing returns with Drake Software.

### **1. Complete Drake Installation and Setup.**

Required Setup items include **ERO & Account Information, Firm, and Preparer** information. These can be found in the **Setup Assistant** or the **Setup** menu. A PIN must be designated in the Preparer Setup for e-filing.

### **2. Prepare the following returns for e-filing.**

Open and complete the **PIN** screen for each e-file practice return. If necessary, clear any electronic filing messages, so the returns are ready to e-file. (Notes pages will not prevent e-filing.)

#### **e-File Practice Returns**

500-00-1001 (Shoemaker, Oxford & Loafer)

500-00-1002 (Fragrance, Francis)

500-00-1003 (Crescendo, Creed & Dee)

500-00-1004 (Emoji, Wave)

500-00-1005 (Waterson, Mineral)

500-00-1006 (Runner, Miles & Lane)

500-00-1007 (Blogger, Media & Niche)

500-00-1008 (Catamaran, Leeward & Starboard)

### 3. e-File the returns.

- a. To select returns for e-file, go to **EF > Select Returns for EF**. Select practice returns to transmit. Click **Continue**. The **Report Viewer** displays the selected returns. Click **Exit** to close the report.
- b. From the **Home** window, select **EF > Transmit/Receive**.
- c. Click **Send/Receive** in the **Transmit/Receive** screen. Click **Exit**.
- d. To process acknowledgements, go to **EF > Process Acks**. You will receive a **P** (Pending) ack.
- e. To retrieve Accepted and Rejected acknowledgements, process acks again by going to **EF > Process Acks**. An **A** (Accepted) ack indicates successful transmission of an EF practice return. An **R** (Rejected) ack indicates an unsuccessful transmission. There are two practice returns that will receive an **R** ack. Follow **Step 5** to make the necessary corrections and e-file the returns again.

### 4. Review the acknowledgements.

After acks are retrieved, an **Acknowledgement Report** shows the ack codes. Some of the e-file practice returns will be accepted and a few will be rejected. You may also go to **EF > Search EF Database** to view the results of each e-file transmission.

500-00-1001 **A** – Accepted

500-00-1002 **A** – Accepted

500-00-1003 **A** – Accepted

500-00-1004 **A** – Accepted

500-00-1005 **A** – Accepted

500-00-1006 **R** – Rejected **507-01**

500-00-1007 **R** – Rejected **IND-182-01**

500-00-1008 **A** – Accepted

### 5. Correct rejected returns.

Use the following instructions to make the necessary corrections and e-file the returns again.

**500-00-1006** Reject: **507-01** – 400-00-5004 Dependent’s SSN was previously used for the same purpose.

**Solution:** Verify the dependent’s SSN. In this case, the dependent’s SSN was entered incorrectly. The dependent’s correct SSN is 500-00-1055. Correct the SSN, recalculate, and retransmit the return.

**500-00-1007** Reject: **IND-182-01** – The Spouse Identity Protection Personal Identification Number (IP PIN) must match the e-File database. Please double check your entry and resubmit your return with the correct number. Value 400008007

**Solution:** Add the Spouse’s 6-digit Identity Protection PIN, 123456, to the Spouse’s IP PIN field in the PIN screen. Recalculate and retransmit the return.