



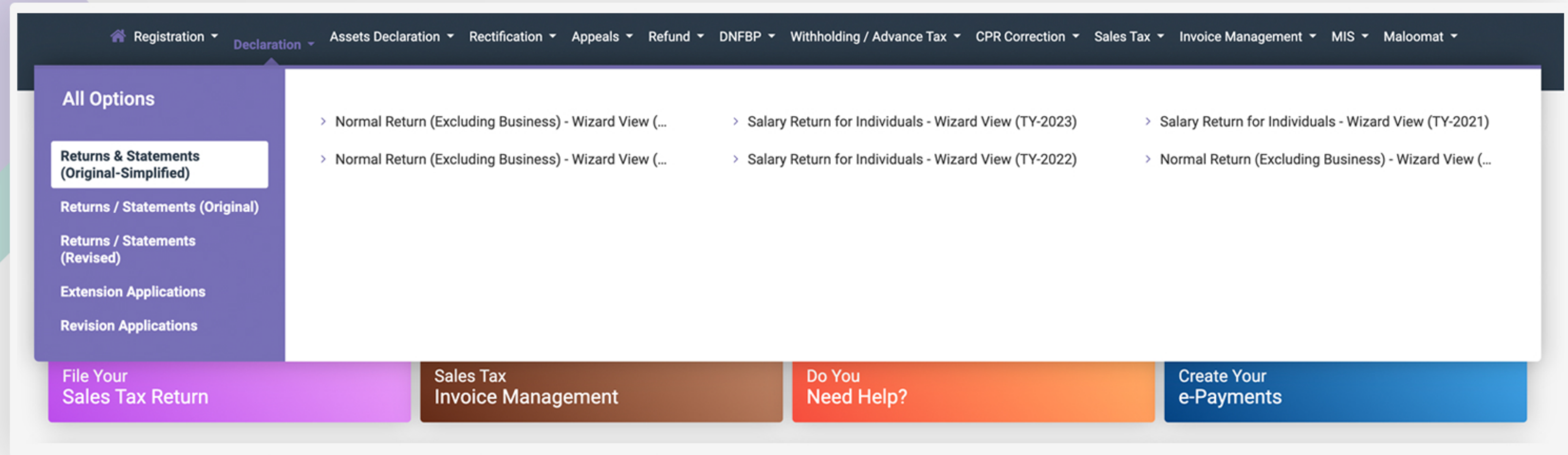
# DASHBOARD

## MANUAL

Here is all you need to know about **IRIS 2.0** dashboard.

# MEGA MENU

The mega menu resides at the very top of the page. Upon selecting the respective option, a sub-menu opens which leads the user to the desired page.











The screenshot displays the top navigation bar of the IRIS 2.0 system. The 'Declaration' menu is expanded, showing a list of options. Below the menu is a row of four action buttons: 'File Your Sales Tax Return', 'Sales Tax Invoice Management', 'Do You Need Help?', and 'Create Your e-Payments'.

Menu Item	Sub-Menu Item	Sub-Menu Item	Sub-Menu Item
Declaration	> Normal Return (Excluding Business) - Wizard View (...)	> Salary Return for Individuals - Wizard View (TY-2023)	> Salary Return for Individuals - Wizard View (TY-2021)
	> Normal Return (Excluding Business) - Wizard View (...)	> Salary Return for Individuals - Wizard View (TY-2022)	> Normal Return (Excluding Business) - Wizard View (...)

# QUICK HELP

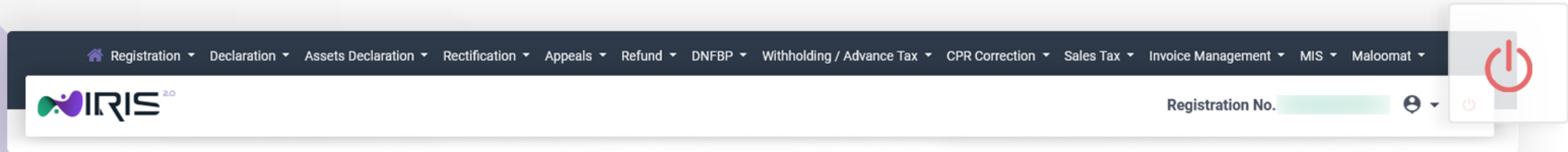
Right below the menu, there are some quick help links to provide instant assistance to the user and guide them through various processes. Clicking on the desired tile will redirect the taxpayer to the respective category page directly.

 <p><b>Required Docs</b></p> <p>File Your Income Tax Return</p>	 <p>Manage Your Profile</p>	 <p>FBR Maloomat</p>	 <p>File Your Withholding Statement</p>
 <p>File Your Sales Tax Return</p>	 <p>Sales Tax Invoice Management</p>	 <p>Do You Need Help?</p>	 <p>Create Your e-Payments</p>



# LOGOUT

On the top right corner of the page, resides the icon for logging out.



## NOTE:



Iris 2.0 brings yet another feature of single sign-on. With this feature, taxpayers can log in to various other FBR portals. The single sign-on feature has now eliminated the fatigue of logging into the system separately with different login credentials. Now, the taxpayers will simply click on the desired system on IRIS 2.0 mega menu and they will be redirected to the dashboards of the respective system directly; as shown below;

# FBR MALOOMAT

**FBR Maloomat** holds the information about the taxpayers Withholding Taxes, Asset Details, Educational Expenses, etc. Now taxpayers can use this system from within IRIS 2.0 with its single sign-on feature.

The screenshot displays the IRIS 2.0 user interface. At the top, a dark navigation bar contains various menu items, with 'Maloomat' highlighted. Below this, a sidebar menu lists 'All Options' and 'FBR Maloomat'. A modal window titled 'FBR-معلومات TaxRay' is open, showing a 'Withholding' section. The section contains a table with the following columns: 'Sr.', 'Transaction Date', 'Fiscal Year', 'Description', 'Value / Taxable Amount', and 'Tax Amount'. The table currently displays 'No records found.' and includes a 'Download' button and pagination controls ('Newest | Oldest').



# MIS SCREEN

This is a digital information directory serving as a **Management Information System (MIS)** to monitor real-time tax collection received under various sections of withholding tax.

The screenshot displays the MIS interface with a top navigation bar containing: Registration, Declaration, Assets Declaration, Rectification, Appeals, Refund, DNFBP, Withholding / Advance Tax, CPR Correction, Sales Tax, Invoice Management, MIS, and Maloomat. A sidebar on the left lists 'All Options' and 'Information Center'. The main content area shows 'Information Center' with a sub-menu for 'Foreign Assets'.

Below the sub-menu, there is a search filter section with the following fields:

- Registration No\* (with Search and Clear buttons)
- Payment Date: From [calendar icon] - To [calendar icon]

The main data table is titled 'Foreign Assets Records' and has the following columns:

Registration No	Outstanding Balance	Payment Date	Payment	Currency	Factor	Principle Payment	Default Surcharge Payment	BalancePayment
No records found.								

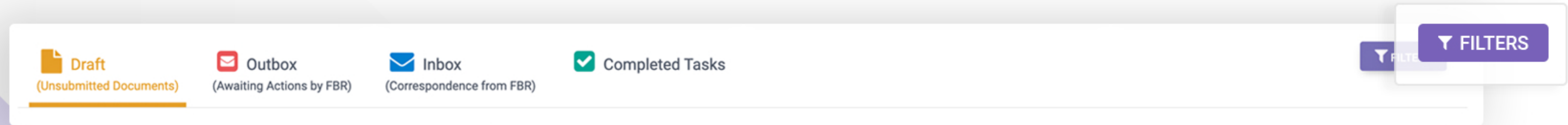
# INVOICE MANAGEMENT

This is an integrated system in IRIS 2.0 that helps taxpayers to modify and discard their POS invoices, generate sales tax invoices, and manage the invoices with regard to data, addition, deletion, and modification. The proposed system allows the authorized user to modify any wrong entry with the support of relevant attachments. Taxpayers can now log in to the system via this single sign-on feature.

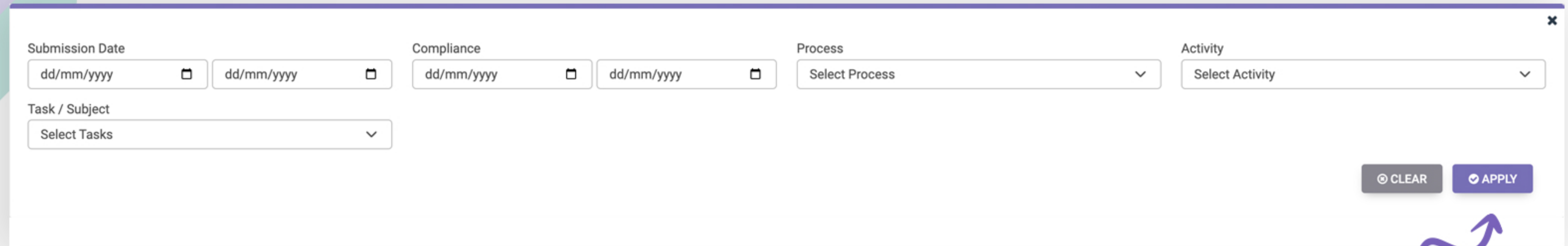


# FILTERS SECTION

Down below the help links, the filter button allows the taxpayer to jump to the desired section directly.



The taxpayer will click on the **“Filters”** button and a dialogue box will open up. In the dialogue box, relevant information will be added. Lastly, the taxpayer will click on the **“Apply”** button to get the desired results.



CLICK HERE

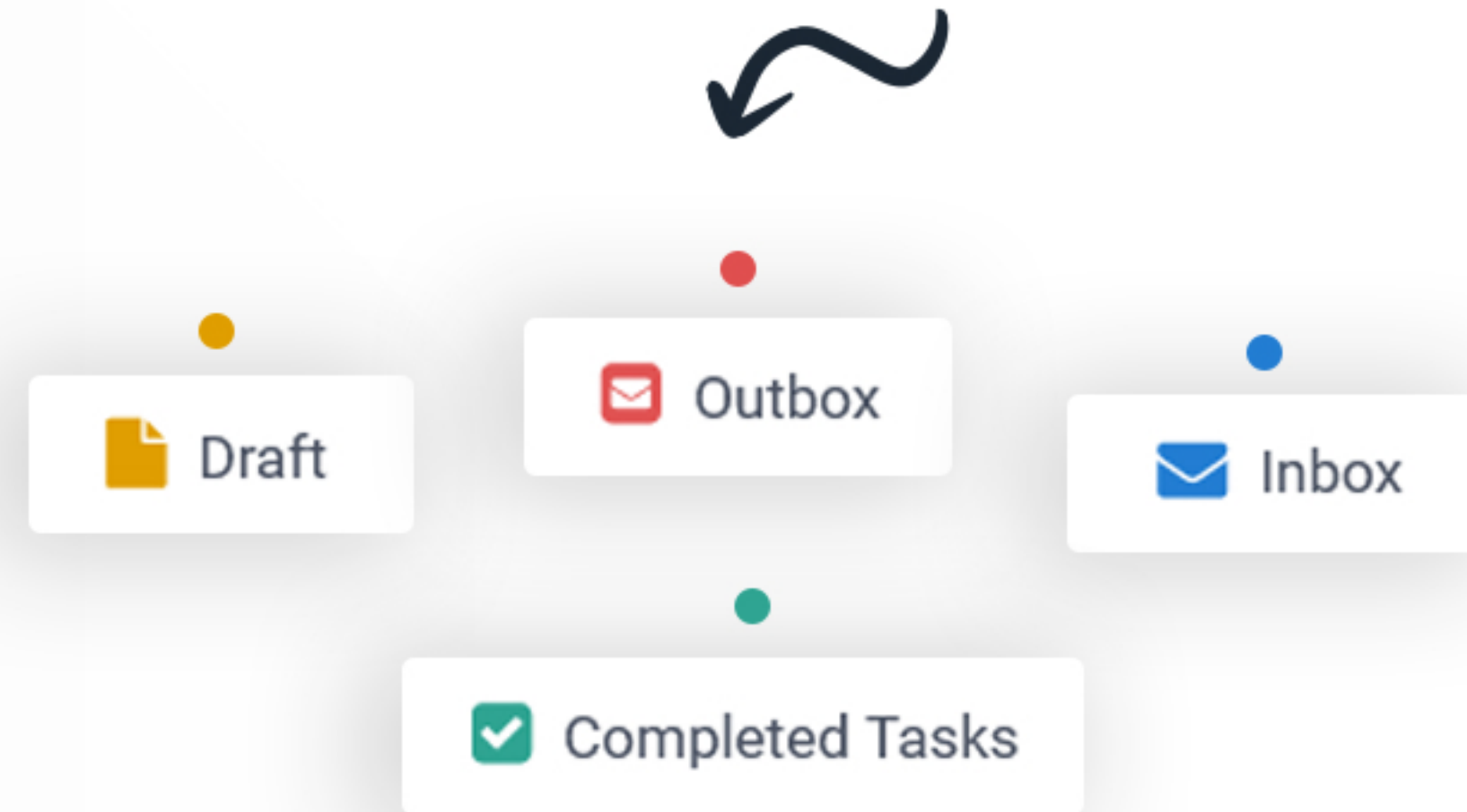


# TASKS SECTION

On the dashboard, there are several tabs that allow taxpayers to review the status of their tasks and applications in their profile. These tabs hold the track record of all activities done so far in a respective profile.

The tabs are "**Draft**", "**Outbox**", "**Inbox**", and "**Completed Tasks**".

## THE TABS ARE



# DRAFT TAB

The "Draft" tab displays tasks or applications that have been saved as drafts but not yet submitted. The taxpayer can view the tasks category-wise, for instance, how many draft tasks are present, i.e.; IT Declaration, Refund, etc.

Draft

**Draft**  
(Unsubmitted Documents)

**Outbox**  
(Awaiting Actions by FBR)

**Inbox**  
(Correspondence from FBR)

**Completed Tasks**

FILTERS

CPR CORRECTION (1)

REGISTRATION (1)

DECLARATION (3)

IT DECLARATION (2)

Task	Period	Action
<div style="display: flex; align-items: center; gap: 10px;"> <span style="color: #f1c40f; font-size: 1.2em;">●</span> <div> <p><b>Application for correction in CPR</b></p> <p>Shafqat Mahmood</p> </div> </div>	<p>01-July-2020 - 30-June-2021</p> <p>Tax Year:2021 Due Date:15-July-2023</p>	

Items per page: 5 1 - 1 of 1
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# OUTBOX TAB

The "Outbox" button shows tasks or applications that have been initiated or sent for further action or approval by respective FBR officials.

The screenshot displays the 'Outbox' tab interface. At the top, there are four navigation tabs: 'Draft (Unsubmitted Documents)', 'Outbox (Awaiting Actions by FBR)', 'Inbox (Correspondence from FBR)', and 'Completed Tasks'. The 'Outbox' tab is currently selected and highlighted with a red underline. To the right of these tabs is a 'FILTERS' button. Below the navigation is a table with the following structure:


Task	Period	Action
No Record Found		


At the bottom right of the interface, there are pagination controls: 'Items per page: 5', '0 of 0', and navigation arrows.


# INBOX TAB


The "Inbox" tab will display the tasks/ applications that have been received as correspondence from the respective FBR approval authority and now requires the taxpayer's response.


Also, this tab will not only show the current records but also the history of all previous tasks, since the inception of the taxpayer's profile.



 **Draft**  
(Unsubmitted Documents)

 **Outbox**  
(Awaiting Actions by FBR)

 **Inbox**  
(Correspondence from FBR)

 **Completed Tasks**

FILTERS

Task	Period	Action
No Record Found		

Items per page: 5 0 of 0
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# COMPLETED TASKS

The "Completed Tasks" tab shows a list of tasks or applications that have been successfully completed.

✓ Completed Tasks
FILTERS

📄 Draft  
(Unsubmitted Documents)

✉ Outbox  
(Awaiting Actions by FBR)

✉ Inbox  
(Correspondence from FBR)

✓ Completed Tasks

DECLARATION (1)

AUDIT / ASSESSMENT (1)

Task	Period	Action
<div style="display: flex; align-items: center;"> <span style="color: #008080; font-size: 1.2em; margin-right: 5px;">●</span> <div> <p><b>114(1) (Return of Income filed voluntarily for complete year)</b></p> <p>Shafqat Mahmood</p> </div> </div>	<p>01-July-2021 - 30-June-2022</p> <p>Tax Year:2022 Due Date:15-December-2022</p>	<span>👁</span>

Items per page: 5
1 - 1 of 1
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↪ These tabs allow taxpayers to keep track of their tasks and applications in their profiles.



# HELPLINE

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