.IRIS | Accountancy Suite

MTD Insights Pack

This essential guide provides you with all the tools and information to successfully start your journey in MTD

Getting started

Before being able to interact with the MTD functionality within the IRIS software, there are initial set up steps that need to be taken outside of the software. These are:

▶ Sign up for an ASA account

You will need to ensure that you have an ASA account (This is the same account as the one you use for MTD VAT). In addition to this you will need either copy over authorisation from your old government gateway account or establish a new authorisation.

▶ Register your client for MTD

Clients must be signed up for MTD manually via the above link. You are able to specify the tax year your client will be joining MTD. HMRC will run eligibility checks on the client being signed up before allowing you to commit the individual for MTD.

▶ HMRC Video – How to sign your client up to MTD

HMRC have produced a useful YouTube video, highlighting all the steps in the client sign up journey.

Feature deep dive

▶ Elements MTD Interactive <u>feature demo</u>

This interactive demo highlights all MTD functionality implemented in the IRIS Elements software, to get access you will need to register your interest at <u>MTD@IRIS. co.uk</u>, we will then turn this functionality on remotely.

▶ IRIS Elements tax import <u>templates</u>

We have produced spreadsheet templates (Self-employment and property) that can be provided to your clients to record their quarterly transactional data. These can then be directly imported into and submitted via Elements tax.

▶ Elements Cashbook MTD interactive <u>feature demo</u>

Elements Cashbook is free to Elements Tax or Accounts users, this interactive demo highlights the MTD functionality present in the Elements Cashbook product which can support your self-employed clients.

Staying informed

▶ IRIS Certified: <u>MTD Essentials Webinar</u>

Our most recent webinar walks you through the latest MTD updates along with highlighting how the IRIS MTD functionality can be incorporated into your existing workflows.

▶ <u>Accountants guide</u> to Making Tax Digital

Your all-in-one MTD guide (Suitable for accountants, bookkeepers, and businesses) breaking down all things Making Tax Digital.

▶ Visual MTD <u>client guide</u>

A visual MTD guide which can be provided to your clients, helping to educate on what MTD is and how it will impact them.

Community and support

🎧 Support team contact: 0344 815 5555

For any queries or assistance, please reach out to our support team who are ready to help.

🌐 <u>Visit the IRIS MTD hub</u>

Keep up to date with all the latest information, webinars, and downloadable content, enabling you and your practice to successfully navigate the largest change to the UK tax system.

🤖 <u>Ask the MTD Chatbot</u>

Ask the IRIS MTD Chatbot for a quick and effective response to all your MTD queries which has been expertly trained.

👤 <u>Elements Cashbook sign up help</u>

Elements Cashbook is free to IRIS Accountancy suite users, this guide will walk you through how to activate and link your Elements cashbook account.

👥 Fully managed MTD service

Get support with your extra workload so you can manage additional deadlines with ease and maximise on any opportunities that MTD might bring.

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