



Quick reference – Submissions table for reporting using IFTI-E v2.0 schema only

The submissions table lists details of successful and unsuccessful file submissions. This guide will show you how to view, search and download the submissions table. **Please note:** This guide is subject to content changes. All information contained in screenshots are fictitious.

1. Logon to the system to view the submissions table (refer to guide “User login and access”).

Receipt number	Report type	File name/RE reference	Submit method	Submit date	Submit status	No. of reports	File size	User	Reporting entity
5916973	IFTI-E	IFTI-E2022100710.xml	Manual	24 Oct 2022 08:17AM	Action required		7.73 KB	ISOTEST2	41855 - BANK06 TEST
5879265	IFTI-E	IFTI-E20220823000113.zip	Manual	27 Sep 2022 02:12PM	Action required		1.96 KB	ISOTEST2	41855 - BANK06 TEST

2. You can use the following search commands to easily find files you’ve submitted. The system has the following useful filtering functions:

Search by Keyword:

Searches the submissions table for complete or partial Receipt number, Filename or RE reference. Delete keyword to remove filter.

Search by Submit date:

Select date range for the submission date(s) required. Click X to remove filter.

Search by User:

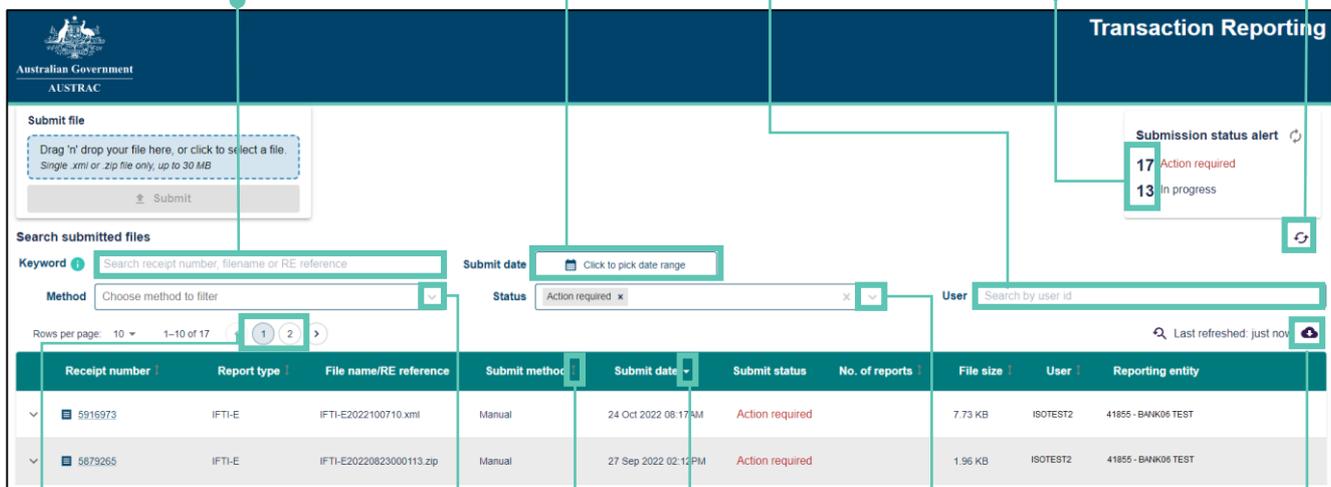
Enter a complete or partial user name. Delete name to remove filter.

Search by Status:

Click on the numbers to filter the files based on submission status. Click X in the Status box to remove filter.

Reset search criteria:

This clears and resets all filters.



The screenshot shows the 'Transaction Reporting' interface. At the top left is the AUSTRAC logo. Below it is a 'Submit file' section with a drag-and-drop area and a 'Submit' button. The main area is 'Search submitted files', which includes search filters for 'Keyword', 'Method', 'Submit date', 'Status', and 'User'. Below the filters is a table with columns: Receipt number, Report type, File name/RE reference, Submit method, Submit date, Submit status, No. of reports, File size, User, and Reporting entity. The table contains two rows of data. To the right of the table is a 'Submission status alert' box showing 17 'Action required' and 13 'In progress' items. A 'Last refreshed' timestamp is also visible.

Rows per page:

Determine how many rows you want to see per page. Max 100 rows per page.

Search by Method:

Select method of file submission e.g. Auto and/or Manual submission from the dropdown. Click X to remove filter.

Sort the submission table:

Click on any grey up/down arrow. A white arrow means the column has been sorted.

Select by Status:

Select one or more submission status from the dropdown. Click X to remove filter.

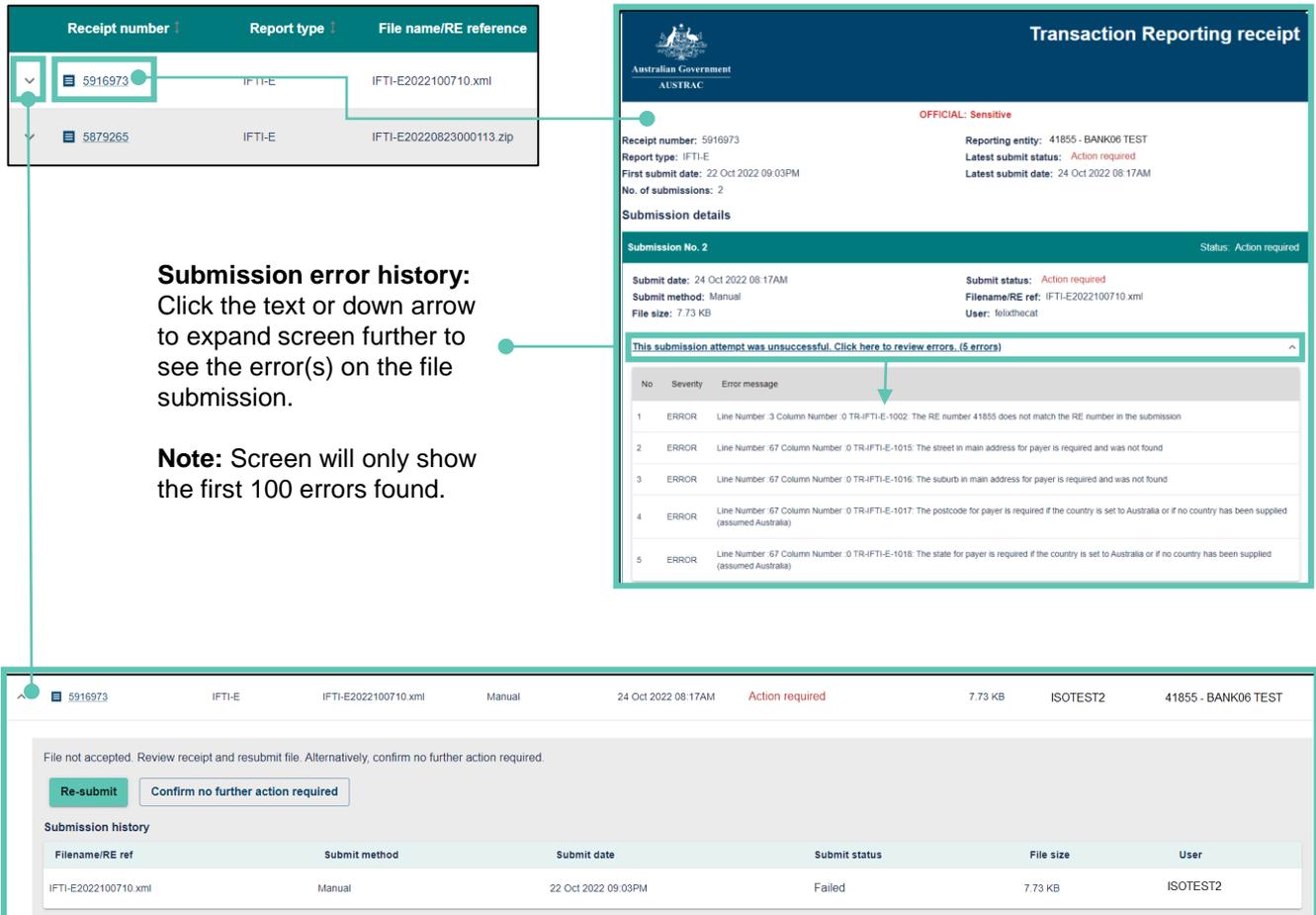
Download Submissions Table:

Table is downloaded to CSV format. Max 1,000 rows.

Tips: You can **hover** over any column heading to view help text explaining the contents of each column. You can use multiple filters/searches together.

Viewing multiple files submissions under one receipt number

Click on the downward arrow next to the **Receipt number** to expand and view all files related to the receipt number. You can also view the file submission status and history. For further information on accessing and viewing the transaction receipt refer to user guide “Viewing and downloading a Transaction reporting receipt”.



Submission error history:
Click the text or down arrow to expand screen further to see the error(s) on the file submission.

Note: Screen will only show the first 100 errors found.

The screenshot shows a table of submissions with columns: Receipt number, Report type, File name/RE reference, Submit method, Submit date, Submit status, File size, and User. A detailed view of a submission (Receipt number: 5916973) shows submission details and an error history table with 5 errors.

No	Severity	Error message
1	ERROR	Line Number :3 Column Number :0 TR-IFTI-E-1002: The RE number 41855 does not match the RE number in the submission
2	ERROR	Line Number :67 Column Number :0 TR-IFTI-E-1015: The street in main address for payer is required and was not found
3	ERROR	Line Number :67 Column Number :0 TR-IFTI-E-1016: The suburb in main address for payer is required and was not found
4	ERROR	Line Number :67 Column Number :0 TR-IFTI-E-1017: The postcode for payer is required if the country is set to Australia or if no country has been supplied (assumed Australia)
5	ERROR	Line Number :67 Column Number :0 TR-IFTI-E-1018: The state for payer is required if the country is set to Australia or if no country has been supplied (assumed Australia)

Submission status

Status	Definition
Accepted	The file/document has passed validations and has been accepted by AUSTRAC.
In progress	The file/document is being processed.
Action required	The file/document has failed validations. Review receipt for validation errors. Resubmit amended file/document using resubmit function either by user interface or API. Alternately follow process for no further action (refer to guide for “Resubmission and no further action”).
No further action	The file/document requires no further action to be taken (refer to guide for “Resubmission and no further action”).
Failed	The file/document has failed validations and a new file/document has been submitted