Quick reference – Uploading IFTI-E v2.0 files for reporting using IFTI-E v2.0 schema only

This guide will show you how to submit an IFTI-E v2.0 file in AUSTRAC Online (AO). **Please note:** This guide may be subject to change. Data used in screenshots are fictitious.

1. Follow the reference guide for "User login and access" to get to the submissions page and also to log out when you have finished,

2. Click in the **Submit file** box. Select your report file and click **Open.** Alternatively, you can drag and drop your report file onto the **Drag 'n' drop** button.

Submit file

Drag 'n' drop your file here, or click to select a file.
Single .xml or .zip file only, up to 30 MB

OR

Submit file

Drag 'n' drop your file here, or click to select a file.
Single .xml or .zip file only, up to 30 MB

+ Copy
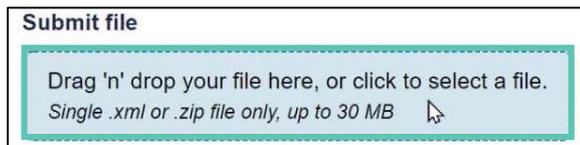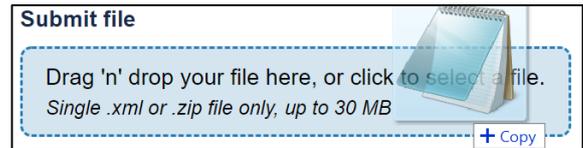
3. The file name will appear. If your file has the correct name format, file type and size, the file is ready to be submitted.

Submit file

Drag 'n' drop your report file here, or click to select file
Single .xml or .zip file only, up to 30 MB

IFTI-E2022051010311.xml - 2.57 KB
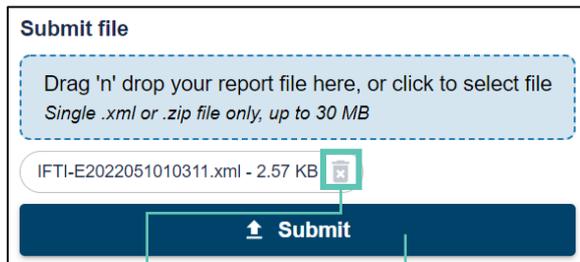
⬆ **Submit**

Click on the **bin** icon to remove the file.

Click on the **Submit** icon to submit the file.

4. You will get a confirmation when the file has been successfully submitted. Click on the X to close the message box.

File submitted ✕
✓ IFTI-E2022051010311.xml - 2.57 KB has been successfully submitted.
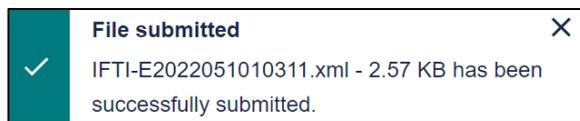
Important note

The report file needs to follow these file rules or you will get an error message. File must:

- be **smaller than 30MB;**
- have file name format consistent with '**IFTI-Eyyyymmddssssssss';**
- be a **xml file or a zip file** (.xml, or.zip); and
- meet IFTI-E v2.0 schema specifications.

If shown error, fix the error and repeat step 2.

Submit file

Drag 'n' drop your file here, or click to select a file.
Single .xml or .zip file only, up to 30 MB

IFTI-E20220517103254.xml - 32.48 MB

⊘ **Rejected file/s** ✕
IFTI-E20220517103254.xml - 32.48 MB
- The file size has exceeded the maximum allowed limit of 30 MB
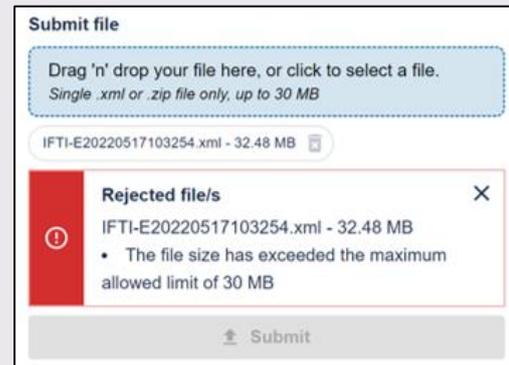
⬆ Submit

5. The submitted file will appear in the **Submissions Table**.

Submit status	
	Refresh submissions table to update the file status.
In progress	● File validation is in progress.
Accepted	● File validation passed.
Action required	● Refer to guide "File resubmission or no further action" for next steps.

6. An email will be sent to you, either confirming that the file was accepted or has failed validation. For failed validations, refer to guide "File resubmission or no further action" for next steps.