

User Manual



Multi-Upload Tool

Version 3.4.0

Published Sep 2022

All rights reserved. No part of this publication may be produced or transmitted in any form or by any means, including photocopying and recording, without attributing the publication to the Accounting and Corporate Regulatory Authority (ACRA) of Singapore and shall be restricted to non-commercial use only.

Contents

1.	Installation
	1,1 Introduction to BizFin ^x Multi-Upload Tool
	1.2 Minimum system requirements3
	1.3 Download the installer
	1.4 Things to note before installation 4
	1.5 Install
	1.6 Installing updated version of the tool7
	1.7 Uninstall
2.	Get Started 10
	2.1 Overview on steps to upload XBRL files 10
	2.2 Launch BizFin ^x Multi-Upload Tool11
3.	Tab Navigation
	3.1 Upload XBRL
	3.1.1 Submit XBRL files for validation and upload13
	3.2 Validation Results / Status
	3.2.1 View validation status of XBRL files14
	3.2.2 View validation results of XBRL files
	3.2.3 View upload results of XBRL files

1. Installation

1. Introduction to BizFin[×] Multi-Upload Tool

BizFin^x Multi-Upload Tool is an application program developed by Accounting and Corporate Regulatory Authority (ACRA) that allows companies to upload one or more financial statements in XBRL format (XBRL files) to the BizFin^x server.

Prior to using BizFin^x Multi-Upload Tool, companies must prepare their XBRL files using other application programs, such as BizFin^x Preparation Tool. For more information on BizFin^x Preparation Tool, please refer to <u>https://www.acra.gov.sg/xbrl-filing-and-resources/help-resources</u>.

BizFin^x Multi-Upload Tool is made available free of charge for use by companies.

2. Minimum system requirements

To install BizFin^x Multi-Upload Tool, your computer must meet the minimum hardware and software requirements as shown in the table below:

Hardware Requirements	5
	Intel Core i3 or above
Processor	Non-Intel Processor @ 2.0 GHz or above
RAM	64-bit Windows: 4GB or more
Hard Disk Space	200 MB of free space
Monitor Resolution	1280x800 and above
Operating System and S	oftware
Operating System and	Windows 8.1
Software	Microsoft Windows 10
	Microsoft Windows 11
	Note: To check the version of your Microsoft Windows, please refer to
	https://support.microsoft.com/en-sg/help/13443/windows-which-version-
	am-i-running
Microsoft .NET	Framework 4.8.0 or later
Framework	
	Note: To download this version of .NET Framework, please refer to
	https://support.microsoft.com/en-us/topic/microsoft-net-
	framework-4-8-offline-installer-for-windows-9d23f658-3b97-68ab-
	<u>d013-aa3c3e7495e0</u>

*Microsoft® Office, Microsoft® Excel, Microsoft® Word, Microsoft® Office Suite and Microsoft® Windows are trademark or registered trademarks of Microsoft Corporation Limited.

3. Download the installer

BizFin^x Multi-Upload Tool is available for download from ACRA website (<u>https://www.acra.gov.sg/xbrl-filing-and-resources/download</u>).

4. Things to note before installation

1. Administrator rights

You must have administrator rights on your computer to install BizFin^x Multi-Upload Tool. Ensure the user account under which BizFin^x Multi-Upload Tool is installed has full read and write access to C:\Acra Multi-Upload Tool folder. Contact your IT support staff for assistance if you do not have administrator rights on your computer.

2. Antivirus

If your antivirus software blocks the installation of BizFin^x Multi-Upload Tool, temporarily disable the auto-protect feature of your antivirus software before installing BizFin^x Multi-Upload Tool. Contact your IT support staff for assistance if you are unable to disable the auto-protect feature of your antivirus software.

1.5. Install

1. Double click on the installer of BizFin^x Multi-Upload Tool with ".MSI" extension to start the installation. You will see Setup Wizard as shown in Figure 1. Click **Next**.



Figure 1

2. You will see Confirm Installation window as shown in Figure 2. Click Next.



3. You will see License Agreement window as shown in Figure 3. Select the radio button I Agree and click Next.

🖟 BizFinx Multi Upload Tool		_		Х
License Agreement			Ø	3
Please take a moment to read the licens Agree", then "Next". Otherwise click "C	e agreement now. If ancel''.	you accept the terms	below, click	. ''I
NOTICE: PLEASE READ THIS AGRE BY DOWNLOADING, INSTALLING A ACKNOWLEDGE THAT YOU HAVE AGREEMENT AND THAT YOU AGRI TERMS. IF YOU DO NOT AGREE TO EXIT THIS PAGE AND DO NOT DOW WAY. ACRA: Accounting and Corporate Regular and Corporate Regulatory Act (Cap. 2A) of	EMENT CAREFULL ND/OR OTHERWISI READ THE TERMS EE TO BE BOUND U D THE TERMS OF TI VNLOAD, INSTALL (tory Authority, a statuto 'the Republic of Singapo	Y. BY CHOOSING 1 E USING THE PROD AND CONDITIONS O NCONDITIONALLY HIS AGREEMENT, T OR USE THE PRODU ty board established und re.	AGREE' OR UCT, YOU F THIS IO THESE HEN PLEASS ICT IN ANY er the Accounti	e ing v
◯ I Do Not Agree	 I Agree 			
	Cancel	< Back	Next	>

Figure 3

4. You will see the User Account Control window which provides information regarding the publisher and the certificate used to establish the authenticity of tool (see Figure 4). Click **Yes.**



Figure 4

5. You will see Installation Complete window after installation (see Figure 5). Click Close.



Figure 5

6. You will see a shortcut to BizFin^x Multi-Upload Tool on your desktop (see Figure 6).



Figure 6



1.6. Installing updated version of the tool

Follow the steps in section 1.5 to update BizFin^x Multi-Upload Tool to the latest version. You are not required to uninstall the older version of BizFin^x Multi-Upload Tool prior to the update.

1.7. Uninstall

To uninstall BizFin^x Multi-Upload Tool, please follow the instructions below:

 Go to the Start Menu in Microsoft[®] Windows and click on the Uninstall option under BizFin^x Multi-Upload Tool menu option. Alternatively, go to Control Panel > Programs > Programs and Features, select *BizFinx Multi-Upload Tool* and right click to see the Uninstall option as shown in <u>Figure 7.</u>

← ↑ 🖬 > Control P	Panel + All Control Panel Items + P	rograms and Feature	\$			
Control Panel Home View installed updates Turn Windows features on or off	Uninstall or change a p To uninstall a program, select Organize • Uninstall Chan	rogram it from the list and th oe Repair	en slick Uninstall, Change, or Re	pau.		
	Name		Publisher	Installed On	Size	Version :
	b BiaFinx Multi Upload Tool b BiaFinx Preparation Tool b BiaFinx Preparation Tool v3	Uninstall Change Repair	BA, Singapore BA, Singapore BA, Singapore	16/5/2020 4/5/2020 16/5/2020	12.3 MB	370 270 320

Figure 7

2. Click **Yes** to confirm un-installation of BizFin^x Multi-Upload Tool as shown in Figure 8.



Figure 8

3. You will see Windows User Account Control window as shown in Figure 9. Click **Yes** to begin the uninstall process.



Figure 9

2. Get Started

2.1. Overview on steps to upload XBRL files

The below flowchart shows how to upload one or more XBRL files using BizFin^x Multi-Upload Tool:



Figure 10

files

2.2. Launch BizFin^x Multi-Upload Tool

To launch BizFin^x Multi-Upload Tool, double click on its shortcut icon on your desktop. An introduction page is displayed as shown in <u>Figure 11</u>.

b; BizFin' Multi Uplead Too	4 - 3.1.0	100	×
Information Upload XBF	RL Validation Results / Status		
	BizFin* Multi Upload Tool		
	BigFint Multi Upload Tool is a tree tool provided by ACRA for users to upload multiple XBRL files at a time.		
	 Users can 		
	o submit up to 5 XBRL tiles for validation and upload at a time		
2	 view the validation results and follow instructions on how to proceed in the "Validation Results / Status" window. 		
	 Users will be able to acknowledge and upload only the following: 		
	 XBRL files with no errors detected, or 		
	 XBRL files only contain possible errors that are confirmed to be not genuine errors, and/or 		
	XBRL files contain genuine errors, where exemptions have been granted by ACRA.		
	Report Vulnerability		

Figure 11

There are three tabs at the top of the window (as shown in Figure 12), namely:

- Information: Contains description of BizFin^x Multi-Upload Tool features.
- Upload XBRL: Feature to submit one or more XBRL files for validation and upload.
- Validation Results / Status: Feature to view validation results and status of XBRL files that are submitted via BizFin^x Multi-Upload Tool.

Information	Upload XBRL	Validation Results / Status	
	Add XBRL F	iles	

If you encounter MUT-00-EM-003 error (as shown in <u>Figure 13</u>) instead, please ensure you have an active Internet connection and restart BizFin^x Multi-Upload Tool.



Figure 13

If you encounter MUT-00-EM-001 error (as shown in <u>Figure 14</u>), please contact your IT support staff to whitelist the following two URLs for your computer to access and restart BizFin[×] Multi-Upload Tool. If issue persists, contact ACRA helpdesk.



3. Tab Navigation

3.1 Upload XBRL

3.1.1 Submit XBRL files for validation and upload

To upload one or more XBRL files to BizFin^x server:

a) Click on Upload XBRL tab.

	XBRL files selected for validation and upload	to BizFinx server		
	XBRL File Name			
	ABCLimited_199912345P_20141231.zip			
			(
1	Name of person who uploads XBRL file	JOHN The name will be deployed during independ of Annual Return		
\$				

Figure 15

- b) Click on Add XBRL Files (s/n 1 in Figure 15) to select a XBRL file for validation and upload. Alternatively, drag and drop one or more XBRL files to the XBRL files selected for validation and upload to BizFin^x server panel (s/n 2 in Figure 15).
- c) Enter the **Name of person who uploads XBRL file** (s/n 3 in <u>Figure 15</u>). This name will be displayed in BizFile during lodgment of Annual Return.



You may choose to provide email address (s/n 4 in <u>Figure 15</u>) to be notified upon the completion of XBRL validation.

d) Click on Validate & Upload (s/n 5 in Figure 15).

3.2 Validation Results / Status

3.2.1 View validation status of XBRL files

To view the status of XBRL files submitted for validation using BizFin^x Multi-Upload Tool:

1. Click on Validation Results / Status tab. You can view the validation status of all XBRL files under Validation Results / Status column (s/n 1 in Figure 16).

		Lighter of Adaption	Validation Results / Status	
31/12/2018	ABC LIMITED ap	18/05/2020 11:56	Genuine Errors - Click to view errors to rectify	Ē
	31/12/2018	31/12/2018 ABC LIMITED ap	31/12/2018 ABC LIMITED ap 18/05/2020 11:56	31/12/2018 ABC LIMITED ap 18/05/2020 11:56

- 2. Click on **Retrieve Status** button (s/n 2 in Figure 16) to refresh the status if XBRL validation has not been completed. Note that you can refresh the status once after every 25 seconds. You can select the checkbox to enable automatic refresh of the status once every 25 seconds.
- 3. Follow the instructions indicated in **Validation Results / Status** column (s/n 1 in Figure 16) once XBRL validation has been completed. You may be asked to click on the link to view the XBRL validation results.

The table below describes each column header.

Column Name	Description
Company Name	Name of the company whose XBRL file had been submitted to BizFin ^x server.
FPE	Financial Period End date indicated in the submitted XBRL file.
XBRL File Name	File name of the submitted XBRL file.
Date of	Date and time when the XBRL file was submitted to BizFin ^x server for validation.
Validation	
Validation Results	Validation results or status of the submitted XBRL file.
/ Status	
	Some common messages you may encounter
	• XBRL file is in the queue for validation. Please wait. If you have provided your
	email address, you will receive an email once the validation is completed.
	No errors - Click to acknowledge for upload
	Genuine Errors - Click to view errors to rectify
	Genuine Errors granted exemption - Click to acknowledge for upload
	Possible Errors - Click to acknowledge for upload
	• Possible Errors & Genuine Errors granted exemption - Click to acknowledge
	for upload
{Bin icon}	Clicking on this icon will delete the display of the validation results or status
	record in the panel.

Note that the display of the validation results or status record in the panel will only be deleted when:

- The display of the record is manually deleted by clicking on the bin icon, or
- The corresponding XBRL file is detected to be removed in BizFin^x server during a restart of BizFin^x Multi-Upload Tool.



- XBRL files submitted for validation will be stored in BizFin^x server for 3 calendar days for the completion of upload.
- Uploaded XBRL files will be stored in BizFin^x server for 14 calendar days for lodgment as part of the Annual Return.

3.2.2. View validation results of XBRL files

When you click on the link to view XBRL validation results in the "Validation Results / Status" column, a new window will be displayed (see Figure 17).

Note: APC CDUTECHIP Nat:: Application of the sole: APC CDUTECHIP Nat:: Instrume for the sole: APC CDUTECHIP Instrume for the sole: Instrume for the sole: Instrume for the sole: Instrume for the sole: Instrume for the sole: Instrume for the sole: Instrume for the sole: Instrume for the sole: Instrume for the sole: Instrume for the sole: Inst	17, 18	Gattion Feshin: ABC LIMITED (20100/0372) - 31/03/2020			- 0	×
XHE. He lipbaced is drift "Sever" in the product mature and the product mater product mature and the product mater and the produc	XBR	Fietame: ABC LD47ED ar				3
Image: section decision Designation Designation Designation Designation Designation ••••••••••••••••••••••••••••••••••••	X843	. Nie Liploeded to Biofori Server? : No	5.00 T		111	
On the decision and the "Addressingle and lighted" latter and the set is the max to be a set in the "Addressing beaution in the addressing beaution in the address in the address and th	1	confere that the XBEE data is accurate and correlate. Accurationfair and Indexed	Date	nland Online Restew Cory	Export To	Excel
Contract or provide the second of the sec	0	The checkbox and the "Acknowledge and Upiced" button are enabled briv when your ABRI. He has no Genuine Timer or all Genu	one Errors have been granted exemption / not app	instin.	11	
Vir XBL, Re Res 12 Genume Entropy, and 2 Benutlike Entropy. Description from spacebolic to use and notify the entropy. If you confirm the XBL data is to contract, patch of the spacebolic boundes rule. Cleak being for more risks used and subtraction, where the entropy is related as a potential to contract and the xBBL data is to contract, patch of the spacebolic boundes rule. Cleak being for more risks used as a potential to contract and the xBBL data is noncontract, relative of the spacebolic boundes rule. Cleak being for more risks used as a potential to contract and the xBBL data is noncontract, relative of the spacebolic boundes rule. Cleak being for more risks used as a potential to contract and the xBBL data is noncontract, relative of XBL. Thence is the spacebolic boundes rule. Comparison more face are a contraction of the xBBL TPS are spacebolic to contract in nations. Comparison more face are a contracted and the xBBL TPS are spacebolic boundes rule. Cleak being for more relative of the relative of the rule xBBL TPS are spacebolic boundes rule. Cleak being for more relative of the rule xBBL TPS are spacebolic boundes rule. Comparison more face are a contracted and rule possible boundes rule. Cleak being for more relative of the rule xBBL TPS are spacebolic boundes rule rule rule rule rule rule rule rule	Onlie	a Validation Results (There will be no link to element)		1020121		-0
Desire terms You must reduly the errs I you column the XBU, data is correct, apply for exemption from the specific boundary within a required. Desire terms You must reduly the errs I you column the XBU, data is correct, restly 1, Otherwas, to further extens is required. No Terms Recassor I section		XBR), Ne has 12 Genuine Emplo and 2 Peruble Emmi				
Image: Note: the spectral control and encounter of the spectral of a spectral of control and encounter of the spectral of the s	Gen	anse Envire. You must readily the error, 31 you confirm the XBAL data is correct, apply for exemption from the specific business	a rule, Clob here for more who, upon online walda	on, where the error is indica	ted as practical	
Number of the second and high second and the secon	-	ngener / net approache, no narrier action a regimes.	210200000			
Bit Set Status The set of	0	sale errors, soci, dea regit option an error. If you option the soci, data a incomed, rebby it, othersiae, no turber ecto	in le requirad.	0.11112222.002330.00		
Note: Description Descrint <thdescription< th=""> <thdesc< th=""><th>10/14</th><th>nectation rules are set based on a spectree set of proteins to asset in enrancing the quarty of start, mancial statements (rs). H act, If you are aware of any errors in the XISELPS filed, please rectify by filing a fiolice of Error – typographical / clerical if they</th><th>revever, they are not meant to be estimative or to reverse typographical or clerical in natura. Companies</th><th>may face presecution if the</th><th>errors are found</th><th>100</th></thdesc<></thdescription<>	10/14	nectation rules are set based on a spectree set of proteins to asset in enrancing the quarty of start, mancial statements (rs). H act, If you are aware of any errors in the XISELPS filed, please rectify by filing a fiolice of Error – typographical / clerical if they	revever, they are not meant to be estimative or to reverse typographical or clerical in natura. Companies	may face presecution if the	errors are found	100
Initial Arrent Reasonage Image: Initial Control State Emport of antiparticity Type of antiparticity 1 Collocations error for "Perific before four antipart of profit (case) of associations and joint vertications accounted for using equity method (for method loss of a feature of a profit (case) of associations and joint vertications accounted for using equity method (for method loss of a feature of a profit (case) of associations and joint vertications accounted for using equity method (for method loss of a feature of a profit (case) of associations and joint vertications accounted for using equity method (for method loss) Folde - Property is a supervise (herewise) (herewise) Folde - Property is	-	Selected By Entry Receiving the Selection of Selection Selec				
1 Colouritation error for "Print before two will before the operation of print (case) of establishes and print wetwore established for large scale, method." Applicable two rets information, 20180401,201800011 = 0.17 Index the operation of print (case) of establishes and print wetwore established for large gasty method (formation, 20180401,20180401,201800011) = 0.17 Index the operation of print (case) of estable two rets information, 20180401,201800011) = 0.17 Index the operation of print (case) of estable two rets information, 20180401,201800011) = 0.17 Index the operation of print (case) of estable two rets information, 20180401,201800011) = 0.17 Index the operation of print (case) of estable two rets information, 20180401,20180011) = 0.17 Index the operation of print (case) of estable two rets information, 20180401,201800011) = 0.17 Index the operation of print (case) of estable two rets information, 20180401,20180011) = 0.17 Index the operation of print (case) of estable two rets information of the information of the information of the operation of print wetwore estable the information of the information of the estable two rets information of the information of the estable two rets information of the estable two rets information of the estable two rets information of the estable the e		Tyrer Reseage	- Section	+ great Id	- Type of	
Image: Index white values are attended as a state of a set and point vertices accounted for using equity method (from the approx (benefit) in check). Note - Income tex expense (benefit) in check Note - Income tex expense (benefit) in check Applicable tex rate (from to, 201804.1, 2018031) = 0.17 Index (applicable tex rate (from to, 201804.1, 2018031) = 0.17 Index (applicable tex rate (from to, 201804.1, 2018031) = 0.17 Text expense (normal) at applicable tex rate (from to, 201804.1, 2018031) = 0.17 Index (applicable tex rate (from to, 201804.1, 2018031) = 0.17 Text expense (normal) at applicable tex rate (from to, 201804.1, 2018011) = 42 Note - Income tex expense (benefit) Text des of addement by directors, date of antimerodies of home at the order of an of the order of antimerodies of home at the order of the order of antimerodies of home at the order of the order of antimerodies of home at the order of the order of antimerodies of home at the order of the order of antimerodies of home at the order of the order of antimerodies of home at the order of the o	í	Coloutation error fait "Virifi before two and before of provincians of provincians of provinces accounted for using equally method." "Applicable two rate = "Tobal income two orderses" (Ismerica).		arrithmatical_001	Genute Err	
Image: Enclose the control in check Applicable term rate (from to_20180-001_20190001) = 0.17 (from to_20180401_20190001) = 0.17 (from to_20180401_20190001) = 0.17 (from to_20180401_2019001) = 0.17 (from to_20180401_2019001) = 0.17 (from to_20180401_2019001) = 0.17 (from to_20180401_2019001) = 0.17 (from to_20180401_201901) = 0.17 (from to_20180401 = 0.17)(from to_2018001) = 0.17 (from to_20180401 = 0.17)(from to_2018001) = 0.17) (from to_20180401)		Please shoes whether values are annotation enrichte.				
a particular in classical Note - Income tax expense (hereits) a particular in classical Note - Income tax expense (hereits) b roll before two and before the rate (fronto_21004031) = 0.17 Note - Income tax expense (hereits) b roll before two and before the rate (fronto_210140141_2014031) = 0.17 Note - Income tax expense (hereits) b roll before two and before the rate (fronto_210180141_20140141_20140015) = 0.17 Note - Income tax expense (hereits) b roll before two and before the rate (fronto_210180141_2014015) = 0.17 Note - Income tax expense (hereits) b roll before two and before the rate (fronto_210180141_2014015) = 0.17 Note - Income tax expense (hereits) c roll before two and before the rate of observation of frontoxy, and the of information and memory, and data of information expense (hereits) Note - Income tax expense (hereits) c roll before two and before the come of an two expenses (hereits) Note - Income tax expenses (hereits) c roll before two of addee tax = 11:03-0028 Prive information c roll before two of addee tax = 10:03-0028 Prive information c roll before two of addee tax = 01:03-0028 Prive information roll to two of information addee tax = 01:03-0028 Prive information roll to two of information addee tax = 01:03-0013 Note - Corporate addeered information roll to two of information instant of frontoine information information Note - Corporate addeerent information		Contraction of the second of the				
Profile before two and served anoth (read) of accounted and just verticates accounted for using equaty method (norm-justabilit, jointed). Note - income tax expense (terrefri) Note - income tax expense (terrefri) If The data of determent by directors, data of activation addresses and just verticates accounted for using equaty method index - income tax expense (terrefri) Note - income tax expense (terrefri) If The data of determent by directors, data of activation addresses, and data of indexments, and data of indexments, and data of indexments, and data of indexments activation report Intex_ODS If The data of determent by directors, data of activation addresses, and data of indexments, and data of indexments in tapprox Intex_ODS Image: Data of determent by directors, data of activation addresses Index_ODS Integring information Bitatement by directors, bitate of index equation in the context of indext equation in the context of index equation		Entrantic to cate (French 20160201 20100701) = 0.17	Solar - Source tax extenses (herein)			
Control period of determining to applicable tax rate (fromtolitibiliti2(150315) = 62 The sequence (norme) at applicable tax rate (fromtolitibiliti2(150315) = 62 The data of determining to directory at applicable tax rate (fromtolitibiliti2(150315) = 62 The data of determining to directory at applicable tax rate (fromtolitibiliti2(150315) = 62 The data of determining to directory at applicable tax rate (fromtolitibiliti2(150315) = 62 The data of determining to directory at applicable tax rate (fromtolitibiliti2(150315) = 62 The data of determining to directory at applicable tax rate (fromtolitibiliti2(150315) = 62 The data of determining to directory at applicable tax rate (fromtolitibiliti2(150315) = 62 The data of determining to directory at applicable tax rate (fromtolitibiliti2(150315) = 62 The data of determining to directory at applicable tax rate (fromtolitibiliti2(150315) = 62 The data of determining to directory at applicable tax rate (fromtolitibiliti2(150315) = 62 The data of determining tax rate of the data of the data of independent at all independent at addition inport The data of data of tax rate of the data of tax of tax rate of the data of tax of tax rate of tax ra		Profit Sefure tox and Sefure phare of profit ((pas) of associates and joint ventures accounted for using equity method	Notes - Income has according (harvefit)			
Image: Second		Diomee_20180401_20190331) = 260 - Tax expense (expense) at applicable tax rate (fromto 10181481 201907331) = 82	hote - broome tax expense (benefit)			
2 The data of advancement by directory, data of advancements, and data of independent addition import data_005 Genuine Error 3 The data of advancement by directory, data of independent addition import Private private of advancement by directory data_005 Genuine Error 4 Exercise pendent additions Private pendent additions Private pendent additions Benuine Error 5 Data of advancement by directory = 41-05-2013 Externed by directory Benuine Error Benuine Error 0 Data of advancement by directory = 41-05-2013 Todependent additions report Benuine Error Benuine Erro						
Barrantial is check Pling information Current period evid date = 31/03-0028 Pling information Date of statement by directors = 41-05-2013 Statement by directors Date of information tapolit = 12-05-2013 Indepartment additions' report Date of information directors = 41-05-2013 Indepartment additions' report Date of information information directors = 01-05-2013 Indepartment additions' report	z.	The data of statement by directory, data of automostory of foregoint statements, and data of relatements' automost report should not be earlier than the current period and able.		data_005	Genuine Err	ei -
Barranchizite.cheak Filing information - Current proved end data = 31/03-0028 Filing information - Date of statement by directors Statement by directors - Date of information states = 73/03-2013 Statement by directors - Date of information states of finite of finite of information states of finite of information states of finite of information Information states of finite of information						
Current pende ed atz = 31.03.002 State of statement by directors Current pende ed atz = 31.03.002 State of statement by directors Current pende ed atz = 31.03.002 State of statement by directors Current pende ed atz = 31.03.002 State of statement by directors		Demantini to chash	Concentration Concentration			
Cate of independent auditors (sport + 21-05-2013) Dete of authorization for auto of francial abditments = 05-05-2023 Pote of authorization for auto of francial abditments = 05-05-2023 Pote of authorization for auto of francial abditments = 05-05-2023		 Current period and inte + 31/03-2020 	riving information			
Date of sufformation for asses of financial distances to 05-05-2013 Mote - Corporate and general information		Parts of statement by directing = 01.05.2013	Of a based and the all on the second second			
		Diste of statement by directions = 01-05-2013 Date of independent auditors' report = 01-05-2013	Statement by directors Independent auditors' report			

Figure 17

Review the XBRL validation results under "**Online Validation Results**" section and follow the below instructions for different scenarios. If you are not allowed to upload XBRL file, the checkbox to confirm the XBRL data is accurate and "**Acknowledge and Upload**" button will be disabled for selection.

S/N	Possible scenario	Allowed to upload XBRL file?	Steps to proceed?
1	Your XBRL file contains any genuine error that has not been granted exemption by ACRA	Not allowed	 Rectify the error using any application program that prepares XBRL file (e.g. BizFin^x Preparation Tool) or apply for exemption from specific business rules from ACRA. Resubmit XBRL file for upload.
2	Your XBRL file contains no genuine error or all genuine errors have been granted exemption by ACRA or is not applicable to your filing scenario	Allowed	 Select the checkbox beside "I confirm that the XBRL data is accurate". Click on Acknowledge and Upload button.
3	A same XBRL file has already been uploaded to BizFin ^x server	Not allowed	Proceed to lodge Annual Return.

The table below provides a description of the validation results window.

Validation results window

Buttons on the top right corner:

- **Download Online Review Copy**: Click on this button to download the review copy generated by BizFin^x server. This will contain the Serial Number which can be used for verification during Annual Return filing.
- **Export to Excel**: Upon clicking on "Export to Excel", the tool will prompt you to save the validation results in MS Excel spreadsheet.
- Search: This is a function that allows you to search the validation errors highlighted using key words.

Columns in the validation results table:

- No: Serial number for the error.
- Error Messages: This provides a description of the error. Error messages are displayed in red texts. For each error message, there are "Element(s) to check". In the brackets beside the element name, you can see the date or period applicable to the element. For example: *Total assets (asof_20131231)* shown under the "Element (s) to check" means that the amount submitted for Total assets as of 31 Dec 2013 may be incorrect. Similarly, Revenue (fromto_20130101_20131231) means that the amount submitted for Revenue for the period 1 Jan 2013 to 31 Dec 2013 may be incorrect.
- Section: This shows the template name where the element belongs to.
- Error ID: This is the unique Error ID for the error shown. If you have issues resolving the error, you can use this Error ID in your communication with ACRA.
- **Type of Error:** This shows whether the error is Genuine Error, Possible Error or Granted Exemption/Not Applicable.

3.2.3. View upload results of XBRL files

When you click on the **Acknowledge and Upload** button in the validation results window, the XBRL upload results window will be displayed (see <u>Figure 18</u>).

The **Upload Result** row will indicate whether your XBRL file has been successfully uploaded to BizFin^x server or not, and provide instruction on how to proceed to the next step.

The **Copy to Clipboard** button allows you to copy the entire content in the XBRL upload results window for reference.

Upload Result	Your XBRL file has been successfully uploaded. Please proceed to lodge the file in BizFile as part of the Annual Return.
Company UEN	199912345P
Company Name	ABC LIMITED
Financial Period End	31/12/2018
Serial No	55D87C210942C31E0D8C3711602871F69DE68DA76A2082A4F274BC8C2A3FBD54
Date/Time of Upload	15/04/2019 16:45
Name of Holesday	JOHN .

Figure 18

The table below describes each row header.

Row Name	Description
Upload Result	Upload results of the submitted XBRL file.
	Some common messages you may encounter
	• Your XBRL file has been successfully uploaded. Please proceed to lodge
	the file in BizFile as part of the Annual Return.
	• Maximum number of XBRL file uploads for the same UEN and FYE
	reached. Please get an authorised person to delete an uploaded XBRL
	file through My Dashboard in BizFile Portal before re-uploading a new
	one.
Company UEN	UEN of the company whose XBRL file had been submitted to BizFin ^x server.
Company Name	Name of the company whose XBRL file had been submitted to BizFin ^x
	server.
Financial Period End	Financial Period End date of the company whose XBRL file had been
	submitted to BizFin ^x server.
Serial No	A unique serial number assigned to the XBRL file and embedded in the
	front page of review copy. Any two XBRL files with the same content have
	the same serial numbers.
Date/Time of Upload	Date and time when the XBRL file was uploaded to BizFin ^x server.
Name of Uploader	Name of the person who uploaded the XBRL file.