When you click on the link you will be taken to this first screen

# Welcome to the TaxSlayer VITA/TCE selfprep kiosk

- No current year preparation or electronic filing Fees
- Unlimited current year states
- Access to prepare and e-file 1040-NR
- Access to prepare and e-file 1040PR

For assistance while completing your return, please contact the free tax assistance program where you received the referral link to this software. They have IRS-certified specialists available to assist you.

Click the Continue button to create a new account or login with an existing account.



#### Step 1. Click Continue

Step 2. If you are a returning user and you have used tax slayer before then use your last years login information. \*\* If you are a **First-time user** then refer to the create new account pictured below\*\*

🕣 TaxSlayer	
Log in	
Username, email, or phone number	
Forgot Username	
LOG IN	
By clicking 'Log in', you agree to TaxSlayer's <u>License Agreement. Privacy Policy</u> , and <u>Terms of Service</u> .	

You will see this screen once you have created a new account



CONTINUE

Step 3. If you have access to your last year's tax return feel free to upload it here. If you do **not** have your previous tax year or not able to upload it, then skip this step.

Skip

UPLOAD

	Drag and drop file or upload	Upload Tips: 1. Make sure your file is saved as a PDF. 2. Only upload your prior year tax return here. We will ask for other forms later. 3. Make sure your PDF is not password- protected.
--	------------------------------	---

Step 4. Enter all the information for this year's tax information

ame *	MI
Primary taxpayer first name	e is required
Last name *	Suffix (Jr, Sr, etc.)
	~
The IRS requires your Soci	al Security Number for e-1
Date of Birth	-

\*Continue entering all your information into the screens

	 -	-		-
		$\mathbf{n}$	m	
		U		
-	 -	-		-

# Search to add your forms with Quick

File

If you know which forms you need, easily search and add them to your tax return.

	Form Search Q. View R. C. View R. V
_	

Select which forms you have. If you are unsure, look at your tax documents and in the right corner or at the top of all tax documents, it will tell you what the form is called. Form 1099 and form W-2 are the most common tax forms for income.



Match the box number to the information from your tax form. Enter all the information exactly as it appears on the form.



Once you have entered all your information on the form, hit continue. Repeat this process for reporting all income tax forms.

### **Deductions**

#### Let's see how we can cut your tax bill

How would you like to enter your deductions?

I want to be guided	Select my forms
l want to be guided by answering questions about my tax situation.	I know which credits and deductions I qualify for and want to enter the information myself

We recommend you always select I want to be guided which will take you through a series of questions for you to answer. This will help you determine if you are eligible for any credits.

#### Health insurance –

This question is a yes or no answer based on if you, your spouse, or dependent have marketplace insurance.

# Affordable Care Act Health Insurance

Important Info     Please read carefully as answering this question incorrectly carejected return.	n lead to a
Reported to you on Form 1095-A, this type of coverage is also commo Obamacare, HealthCare.gov, or a state marketplace.	only known as
Did you, your spouse, or a dependent have insurance under the Afford           ⑦           ○ Yes	lable Care Act?
• No	
ВАСК	CONTINUE

<mark>State Return</mark>

Resident

State Return
If you need to change your state residency status just delete the current return and start again. State forms differ by the type of residency you select.
+ Add Another State Return
Nebraska

You will select your state, your county, and what city you resided in for your tax year

•••

# Nebraska Return

Select the County where you reside	
Select your High School District as of December 31, 2024	
	CONTINUE

Once you have entered the correct information you will see this screen.



# **Congrats!** We've created your standard Nebraska return based on your federal information.

Some taxpayers have additional items to include. Do you need to add anything else to your Nebraska return?

It will then ask you about additional credits if they apply to you then select Yes, add more items if not then select No, continue



NO, CONTINUE

YES, ADD MORE ITEMS

### Tax Summary

This is an example summary screen which you will see once you have entered all of the information into Tax Slayer. At the bottom you have the option to download a copy of your return or print it.

# **Tax Return Summary**

Total Income	\$1,039.00 🗸
Adjusted Gross Income	\$1,039.00 🗸
Tax And Credits	\$0.00 ~
Total Tax	\$0.00 ~
Payments	\$0.00 ~
Federal Amount Due	\$0.00 ~
Nebraska Refund	\$14.00

### Select continue



## Ready to file

# Ready to file?

If you're done with all the returns you need to file, we can get some final details and finish up!

#### Are you ready to keep going?

- Yes, I'm done with my return(s) and ready to file!
- 🔘 No, I'm not ready.



BACK

LUGL

CONTINUE	

#### **Select continue**

### How do you want to receive your refund

	You're almost read	ly to file!
0	Federal	\$0 🗸
2	State	\$14 ^
	Nebraska	\$14
	Choose how you want to rece how you want to pay you	eive your refund and our taxes due.

To choose how to receive your refund and how you want to pay taxes due select continue. \*Note\* if you skip this step your IRS refund will be mailed not direct deposited.

Select an option of how you would like your refund delivered for your federal and state <mark>return.</mark>

# **State Refund Method**

How would you like to receive your \$14 Nebraska refund?



Once you select an option it will take you back to your summary



Select sign and file your return

### Adding bank information to your return

Select add a bank account then click continue

# **NE Direct Deposit Details**

Which bank account do you want your \$14 Nebraska refund deposited into?



Make sure you fill in ALL boxes and always double check your account number and routing number.

# **Bank Account Info**

Enter your account information below.	
Account nickname	]
Account type -Select account type-	]
Bank routing number	
Account number	
BACK	CONTINUE

Once you input your bank information make sure you reselect it before hitting continue

# **NE Direct Deposit Details**

Which bank account do you want your \$14 Nebraska refund deposited into?



ID information is optional - but this does expediate your state refund.

|--|

I do not wish to provide

ID was NOT issued by the United States of America

 $\sim$ 

 $\sim$ 

ID type

Driver's License

Issuer

-Please select-

ID Number

Issue date

MM ~ DD ~ YYYY ~

Expiration date



Create a self-select pin for this year –

# Now, create a Self-Select PIN for this year

Create a 5-digit PIN for this year's tax return. We'll import it for you when you file next year.

\*You may be asked for this PIN in the future so the IRS can confirm your identity. We recommend making note of your PIN and keeping track of it.

Taxpayer's 5-digit PIN *	
CANCEL	CONTINUE

Please create a 5-digit pin (Keep this for your records you will need it every year)

### Finish and file your return

<b>S</b>	Finish & File	~
	You're all set to file! SIGN AND FILE YOUR RETURN	
	Edit	