

RevenueSA Online Log-on and Log-off

The images and instructions in this tutorial are based on the user using a PC and the full screen mode display on their monitor

Where you are using a phone, tablet or a a PC with a smaller display on your monitor the look of the menus will change

The menu in the top right corner will show these two icons   when in PC mode with full screen display on monitor

Whereas on a phone, tablet or non-full screen mode display you will see this menu  icon in the top right corner

You need to click on the menu  icon to expand the menu and see the two menu items you would see in PC mode full screen



RevenueSA Online Register for the Commonwealth Reporting Portal

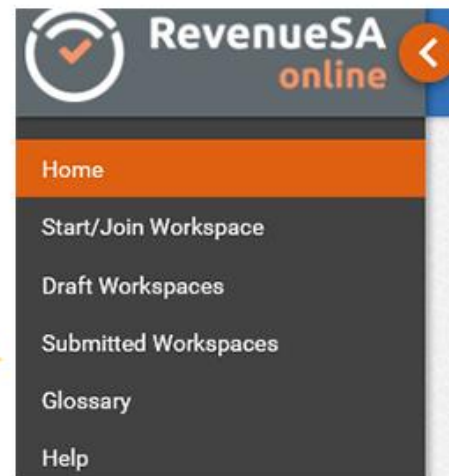
Another example is with the menu on the left of the screen

The menu on the left of the screen will be displayed when in PC mode with full screen display on monitor

Whereas on a phone, tablet or non-full screen mode display you will need to click on the arrow  at the top of the screen to open the menu to the left of the screen



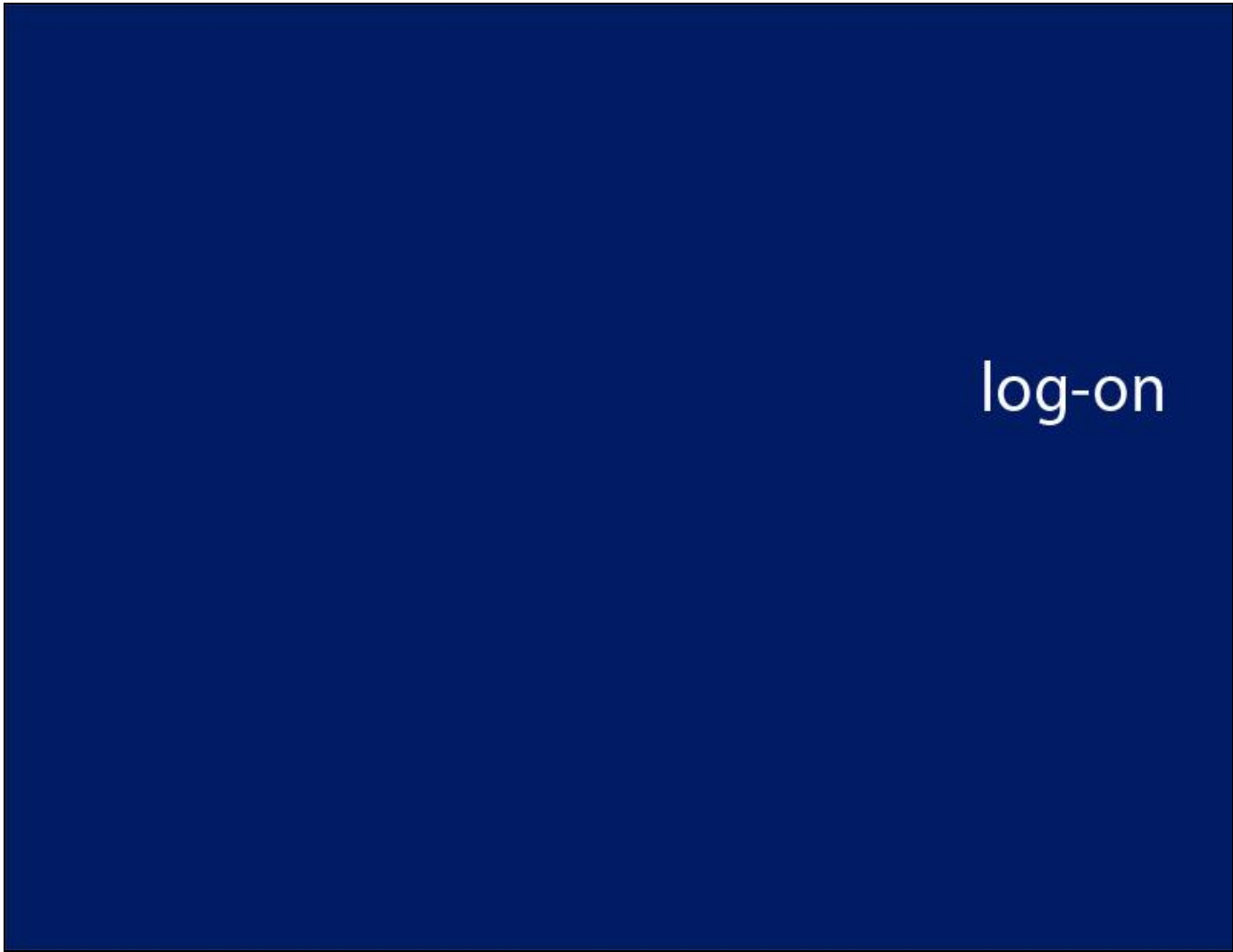
Click on arrow  to open the menu to the left of the screen




RevenueSA Online Log-on and Log-off

This tutorial will cover:

- ◆ Logging-on to the RevenueSA Online - Commonwealth Reporting Portal
- ◆ Logging-off of the RevenueSA Online - Commonwealth Reporting Portal



RevenueSA Online Log-on

 **RevenueSA
online**

Please sign in

User/Email

Password

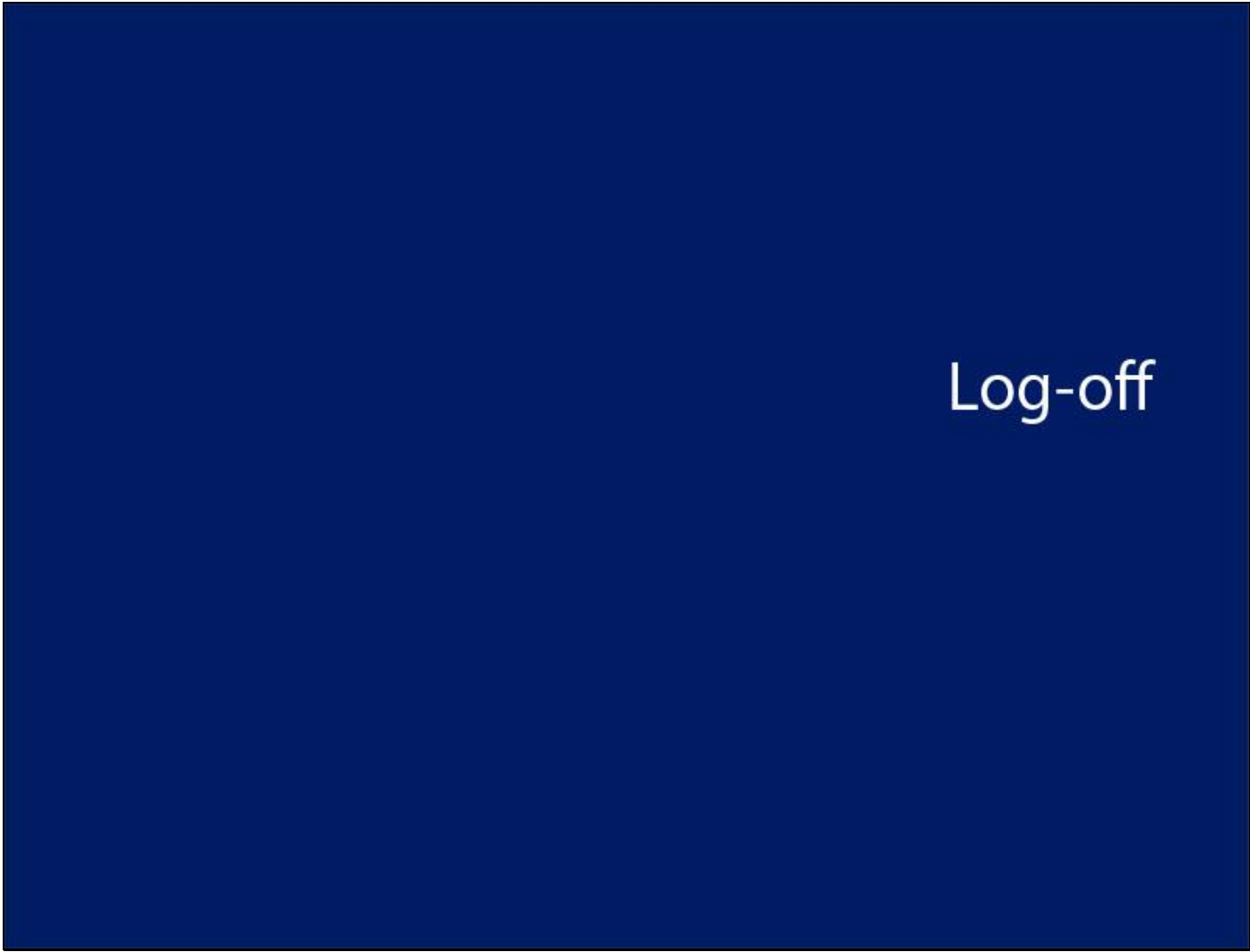
Sign in

Forgot your password? [Request a reset](#)

The RevenueSA Online - Commonwealth Reporting Portal is accessed using the web address:
www.revenuesaonline.sa.gov.au

To log-on enter your **User/Name** and **Password**, then click **Sign in**

If you use the Stamp Duty component of RevNet, enter your RevNet log-in details to log-on to the RevenueSA Online - Commonwealth Reporting Portal, then click **Sign in**



Log-on and log-off the Commonwealth Reporting Portal

RevenueSA Online Log-off

Welcome to the Commonwealth Reporting Portal homepage

Please select the relevant menu item to proceed:

- Start/Join Workspace** – create a new workspace or join an existing workspace
- Draft Workspaces** – show draft workspaces
- Submitted Workspaces** – show submitted workspaces

To log off, click on the Manage Account icon

SOUTH AUSTRALIA

RevenueSA
DEPARTMENT OF TREASURY AND FINANCE

Government of South Australia

Log-on and log-off the Commonwealth Reporting Portal

The screenshot displays the 'RevenueSA Online Log-off' interface. At the top, a blue header contains the title 'RevenueSA Online Log-off' and a navigation bar with the text 'Welcome to the Commonwealth Reporting Portal homepage' and icons for a briefcase and a gear. Below the header, a light-colored box contains an information icon and the instruction: 'Please select the relevant menu item to proceed:'. Three menu items are listed: 'Start/Join Workspace', 'Draft Workspaces', and 'Submitted Workspaces'. A dropdown menu is open, showing 'Update Personal Details' and 'Logout'. A yellow callout box with the text 'Select Logout' and an arrow points to the 'Logout' option. The footer features logos for South Australia, Revenue SA (Department of Treasury and Finance), and the Government of South Australia.

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This tutorial is intended as a guide only. We recommend you seek independent advice on state revenue matters.
This tutorial has been produced by Taxpayer Education & Communication, RevenueSA.