

## eNC5Q Test File Formats—Step by Step Guide

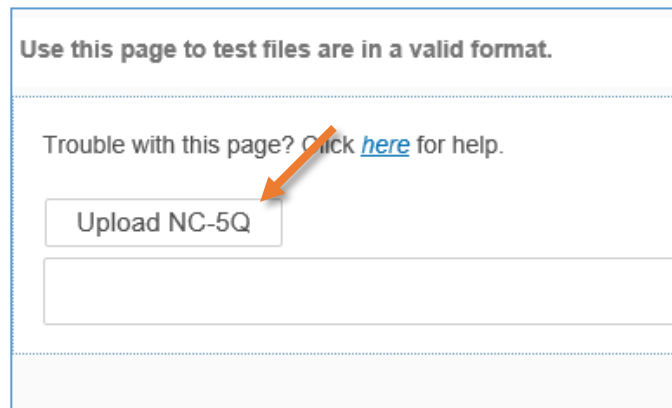
This section walks you through testing file formats for an NC-5Q file upload submission in the eNC5Q Application.

You can test file formats by clicking on **Test File Formats** in eNC5Q Application.



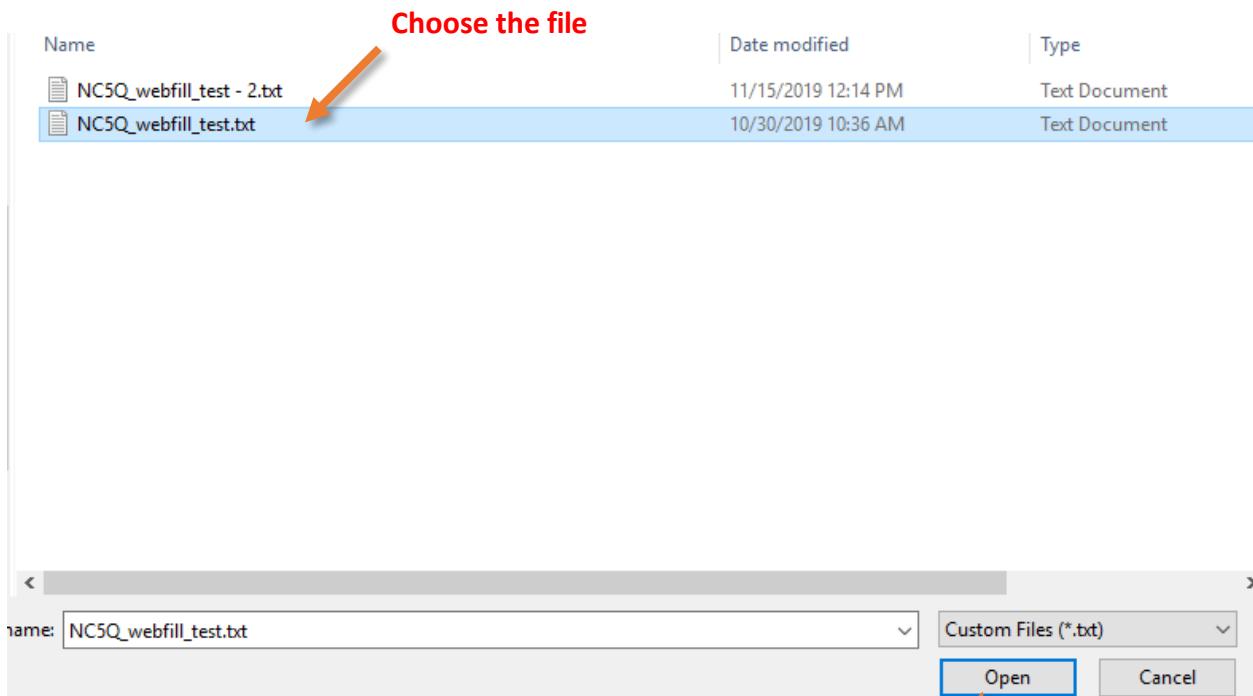
**Step 1:** Create a text (.txt) file using the [file formats](#) on the NCDOR website.

**Step 2.** On the **Test Files** screen, select **Upload NC-5Q**.



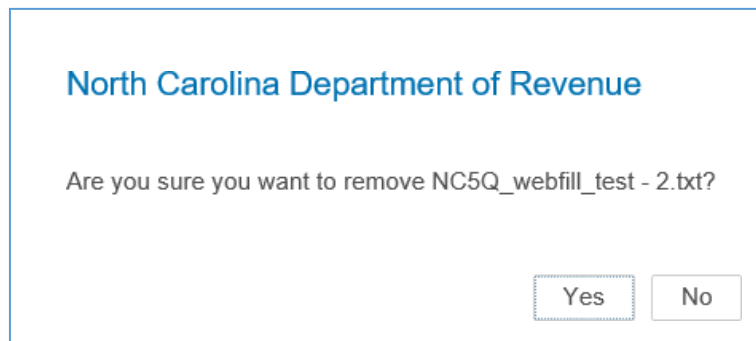
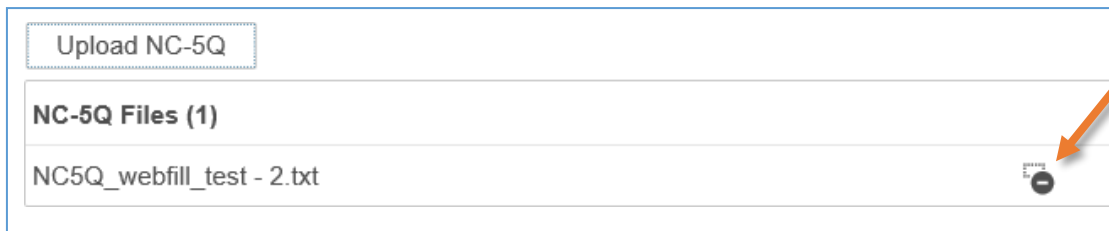
**Step 3.** A new window will pop up. Choose the file you want to upload. Click **Open** to add the file. The files you add will appear in a table below the upload buttons. Keep in mind:

- All files must be .txt files
- There are no file size limitations for the eNC3 application, but your browser may have a 2 GB limitation



Click to open

Use the minus (-) button next to the text file to delete a file. A confirmation box will appear, select **Yes** if you want to remove the file, or **No** to keep the file.



**Step 4.** Click **Test Files** to test the file(s) you uploaded.

Use this page to test files are in a valid format.

Trouble with this page? Click [here](#) for help.

Upload NC-5Q

NC-5Q Files (1)

NC5Q\_webfill\_test.txt

Test Files

**Step 5.** If there are no errors with your file, a popup box will confirm that all your file(s) are formatted correctly.

✓ All forms formatted correctly.

If there is an error, you will receive a message explaining the error in your files. Error messages look like this:

⚠ North Carolina Department of Revenue

The following files found incorrect format. Please check the line mentioned and all subsequent lines.

NC5Q\_webfill\_test - 2.txt: line 1: Expected 1370 characters but found 1348

Close

If there is an error with your file you can:

- Determine where the error occurred by reviewing the error message and correct your file accordingly
- If you used software to create the file, contact the software provider
- If you are unable to resolve the issue, you can opt to manually enter form information

Use the **Back** button to return to the eNC5Q homepage when you finish. Keep in mind that the Test Files screen is only used to test your files, not upload files. Use the **New Submission** button to upload and submit files.

**Additional Resources:**

- [How to enter submitter information](#)
- [How to make a file upload or manual entry submission](#)
- [How to review and complete your submission](#)

**Need Additional Assistance?**

For **Technical Assistance** call 1-877-308-9103 or email to [eNC3@ncdor.gov](mailto:eNC3@ncdor.gov). Emails should include a descriptive title in the subject line, including the Submission ID if your inquiry is related to a specific submission. Allow 3 to 5 business days for a response to your email.