

## Before you begin

Save time by importing data from your previous return. If you used an H&R Block Tax Software product to complete your return last year, you can import some of the information entered into your 2016 return into this year's return.

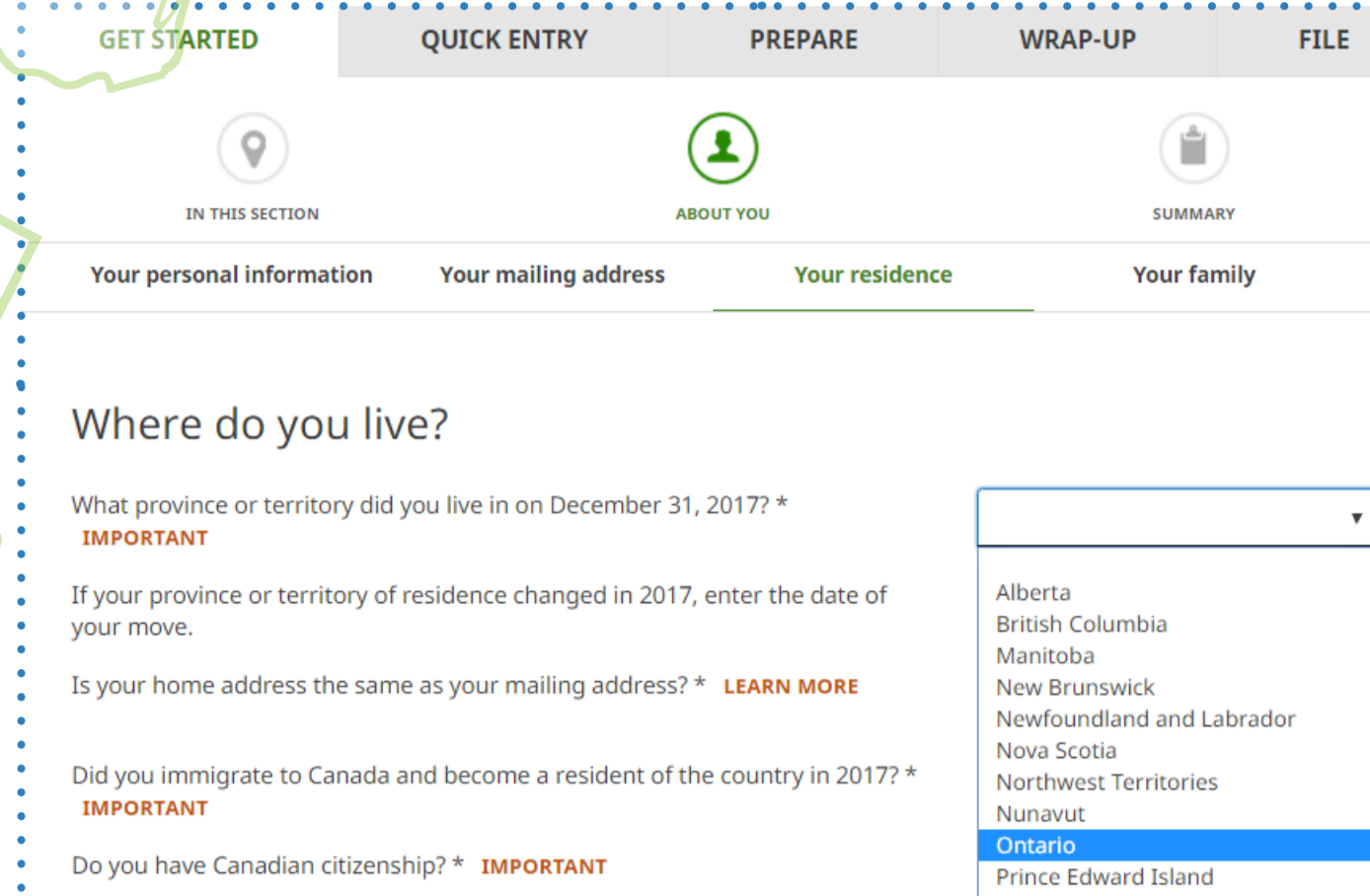
Or, if you don't want to import, simply click the **Skip Import** button to proceed.



**Import your data**

## Tell us where you live

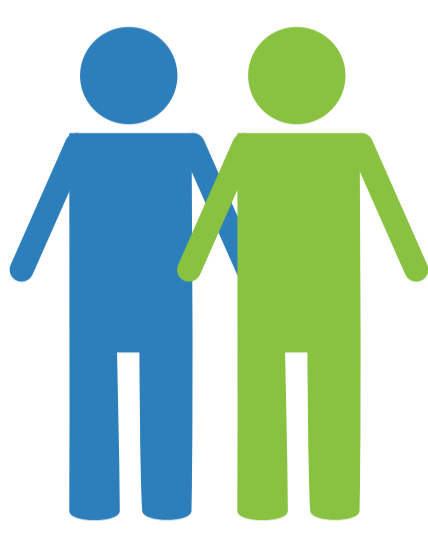
Telling us where you lived in on **December 31, 2017** allows the tax software to display all the credits that you're allowed to claim as a resident of a given province or territory. This information is also used to calculate a number of provincial and territorial tax credits which the software will claim automatically on your behalf.



## Maximize your return - File your returns together

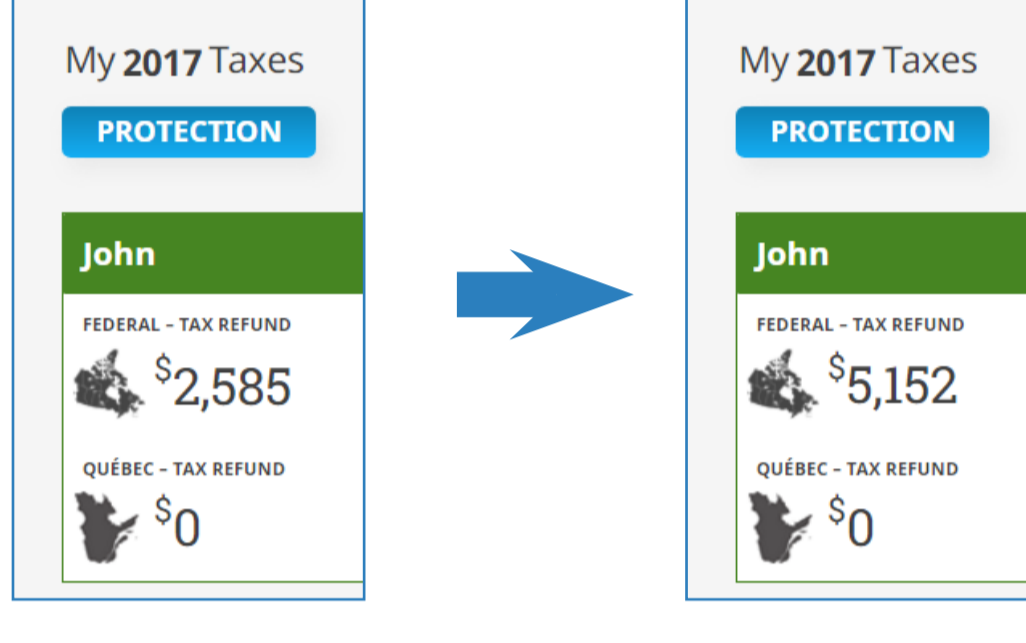
If you're married or in a common-law relationship, file your and your partner's return together in order to maximize the credits that you can claim. Filing a coupled return also makes transferring amounts between the two of you easier, and takes less time than if you'd prepare your and your spouse's returns separately.

Click [here](#) for even more reasons why you should file a coupled return.



## Be aware of where you stand

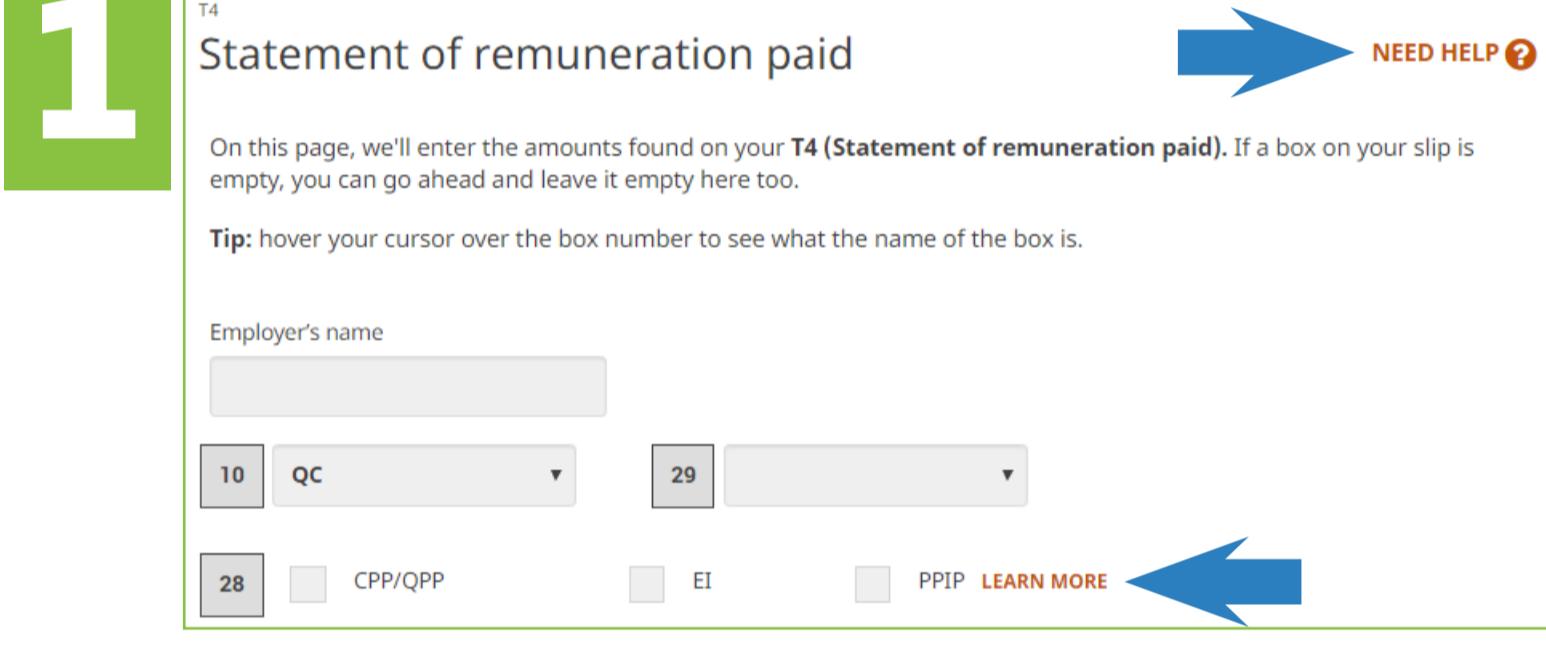
Keep an eye on the left-hand navigation panel as you work through your return. Our software keeps track of your tax refund (or tax owing) in real time, so you can see the impact of everything you enter or claim on your return. Not only does this help you develop a better understanding of how things impact your return, you won't be blindsided by any surprises when it's time to submit your return to the Canada Revenue Agency (CRA) or Revenu Québec.



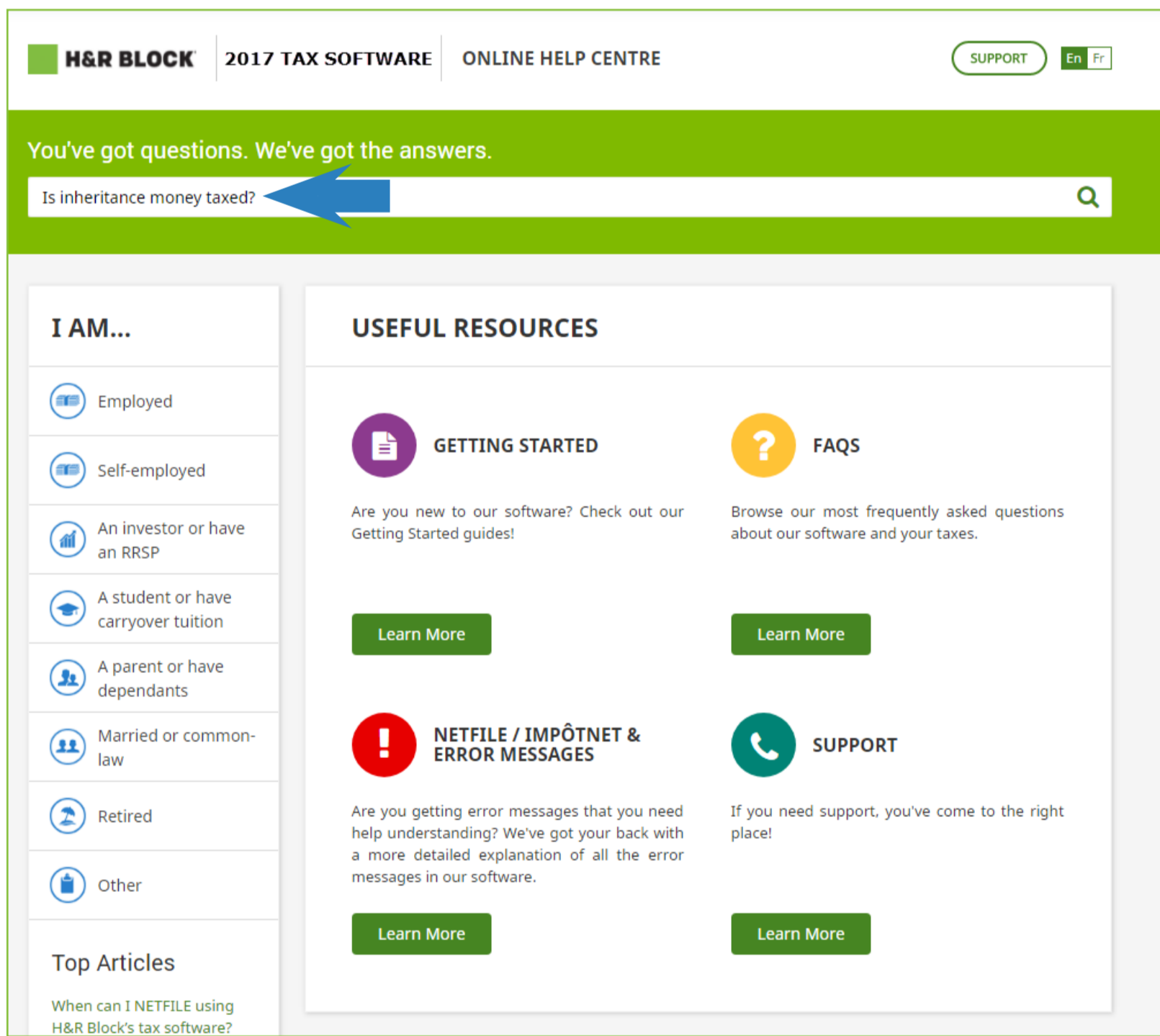
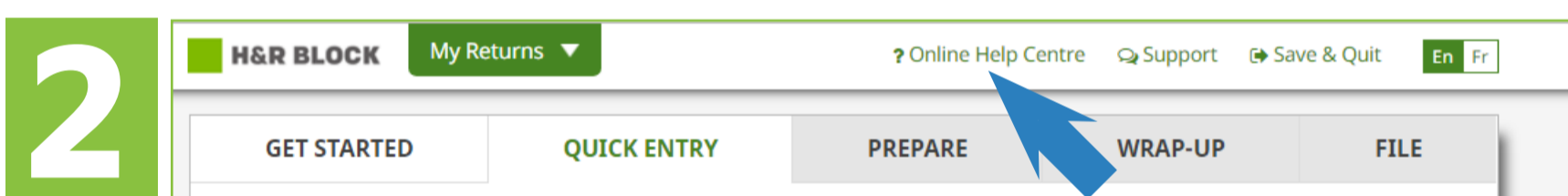
## Know where to find help when you need it

Our [Online Help Centre](#) is available to all users of H&R Block's Tax Software. It's full of useful tax-related articles, FAQs, and other information to help make your tax filing experience as easy as possible. As you complete your return, you can access the Online Help Centre in a number of ways.

For example, let's say you're on a page and you're not sure what to enter. You can click a **NEED HELP** link to find out about a page as a whole or a **LEARN MORE** for information about a specific field. Each of these links will guide you to the applicable resources within the Online Help Centre.

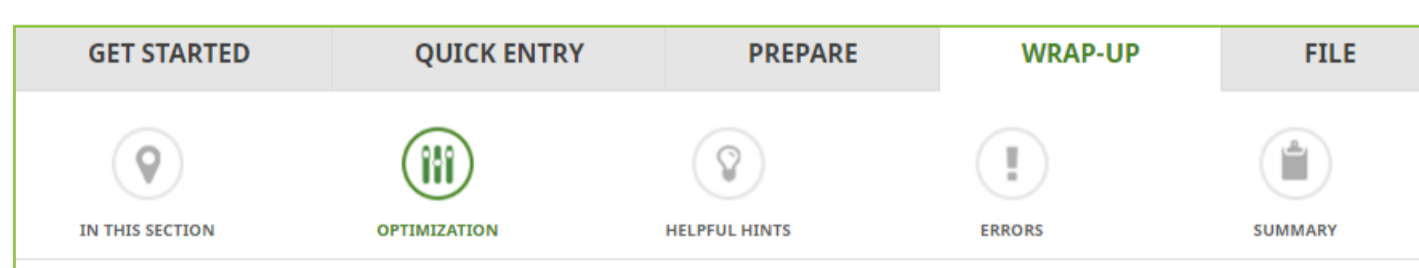


If there isn't a **LEARN MORE** link available, you can click the **Online Help Centre** link located at the top of your screen. Doing so will direct you to the Online Help Centre's homepage, where you can search for just about any tax topic you can think of using the search function, or by clicking on one of the available categories:



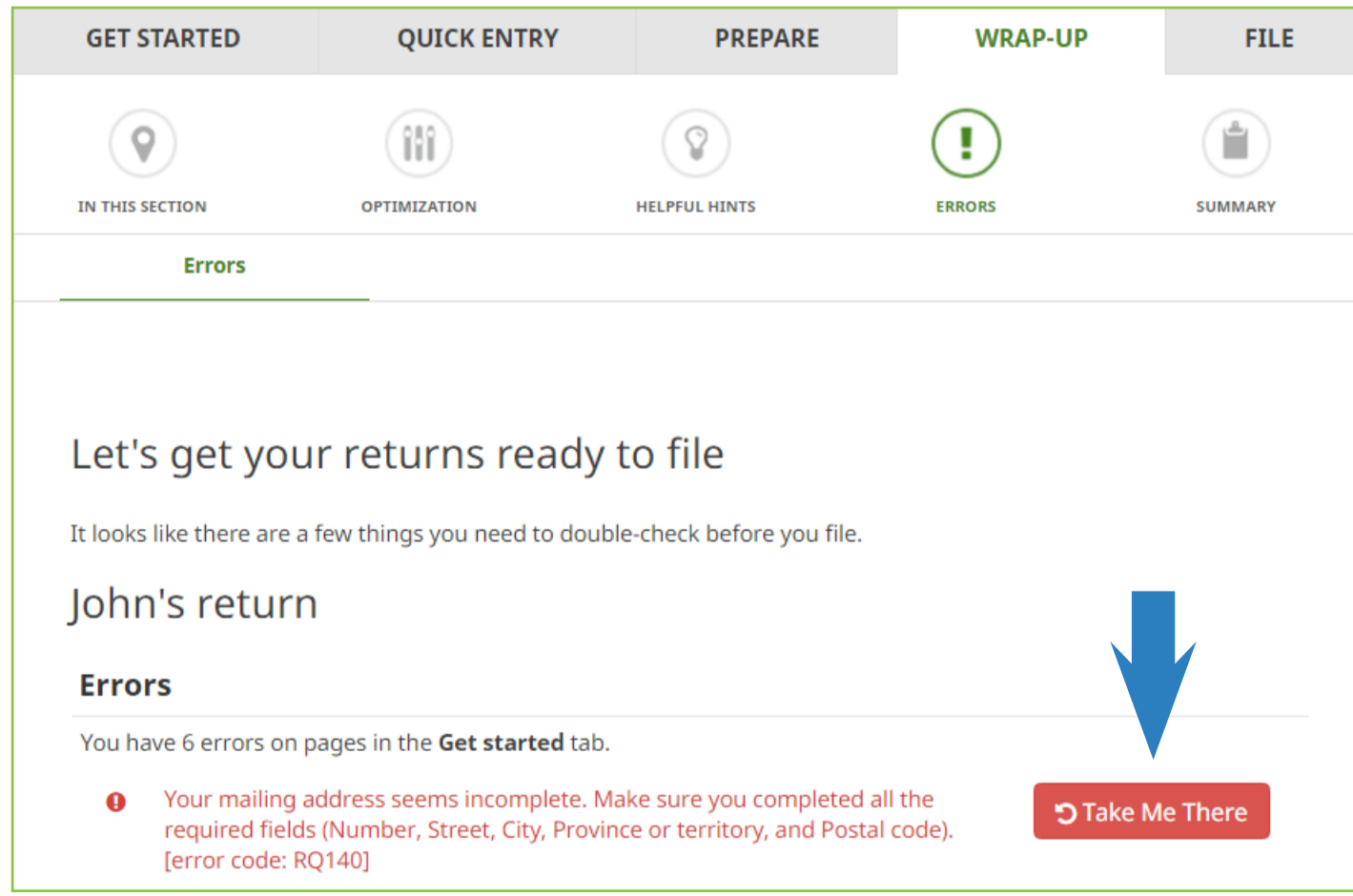
## Optimizing your return

When you reach the **WRAP-UP** tab, we'll help you optimize your return by showing you the credits you've claimed, credits you can still claim, amounts that you or your spouse can claim, and amounts that can be transferred from one person to another. We'll also show you any amounts that can be carried forward for use in a future tax year.



## Reviewing and fixing errors

Not only will we help you correct errors as you complete your return, we'll also do one last check before you file to find any outstanding errors or missing information. Simply click the **Take Me There** button on the **ERRORS** page and we'll take you straight to the error:



**Tip:** If you're unsure how to fix an error, try searching the error code number (for example, **RQ140**), in the Online Help Centre for instructions.

## Optional services

Before filing your return, consider adding the following optional services for added reassurance ([learn more here](#)):

- Expert Review** One of our Tax Experts will review your 2017 return, answer your questions, and look for ways to maximize your refund amount or lower your tax owing. Available in **20** and **40** minute increments.
- Audit Protection** In the event your return is audited by the CRA or Revenu Québec, one of our Tax Experts will walk you through the process and review any communications sent to you by either agency.
- Return Storage** We'll store a copy of your 2017 return on our secure servers for 7 years so you can retrieve it any time you need it.

To access even more features, consider upgrading to the **ASSISTANCE**, **ASSISTANCE PLUS** (Download only), or **PROTECTION** (Online only) products. For more information, check out the [Help Centre articles](#).