

## User guide

- **See which rights a testperson has**
- **Give right «Auditor certifies validity of VAT compensation»**

(Revisorattesterer - mva-kompensasjon)

Prosjekt modernisering av merverdiavgiftsområdet



## **Tips: Tip: Read through the entire user guide before you start giving rights**

To find testdata to give rights to, use the [user guide for Tenor Testdata](#).



Skatteetaten

# See which rights a testperson has

To see which rights a testperson has, log on to <https://tt02.altinn.no/> with the TestID of the testperson

TT02.ALTINN.NO Altinn

**SELECT AN ELECTRONIC ID**

<b>MinID</b>	<b>MINID</b> Use codes from SMS or PIN code letter
<b>bankID</b>	<b>BANKID</b> Use BankID app, code chip or BankID on mobile
<b>buypass</b>	<b>BUYPASS ID</b> Use Bypass ID on smart card or mobile
<b>COMMFIDES</b>	<b>COMMFIDES</b> Use smart card
<b>TestID</b>	<b>TESTID</b> For testing
<b>EIDAS</b>	<b>EIDAS</b> Using eID from your home country

**TestID**

Personidentifikator (syntetisk)

16849996383

**Autentiser** **Avbryt**

# Choose the business in question

Altinn

Log out

Choose party

Search for party

Saved searches across parties

Search across parties

Favorites:

Your favorite list is empty. Click on the star symbol to add a reportee to the list.

All your parties

☒ Show all sub-entities

☐ Show deleted entities

STASJON PARAT SSN 168499 96383

FROM UPRAKTISK TIGER AS Org.no. 311 017 691

1 sub-entities

FROM UPRAKTISK TIGER AS Org.no. 315 005 183

LAV PUNKTLIG TIGER AS Org.no. 313 813 843

2 sub-entities

LYSTIG MORSØM FJELLREV Org.no. 315 135 745

NØYTRAL VASSEN FJELLREV Org.no. 315 136 555



# On the businesses Altinn-page, click profile

tt02.altinn.no/ui/messagebox

Altinn inbox all forms **profile** Language STASJON PARAT for LAV PUNKTLIG TIGER AS

Search titles advanced

+ new form

inbox archive deleted

Earlier this month

Message: Ugyldig mva-melding som gjelder alminnelig næring for september - oktob... Skatteetaten

Message: Kvittering for mottatt mva-melding som gjelder alminnelig næring for sept... Skatteetaten

October 2022

Message: Ugyldig mva-melding som gjelder alminnelig næring for november - des... Skatteetaten

Message: Kvittering for mottatt mva-melding som gjelder alminnelig næring for no... Skatteetaten

Message: Mva-brev som gjelder beregning av renter og som kan inneholde informa... Skatteetaten



Skatteetaten

# Click «Forms and services you have rights to»

Altinn

inboxall formsprofile

Language

STASJON PARAT  
for LAV PUNKTLIG TIGER AS

Profile for **LAV PUNKTLIG TIGER AS** Org. no. 313 813 843

Your contact information for the enterprise

Notification addresses for the enterprise

Forms and services you have rights to

Others with rights to the organization

Rights the organization has with others

The organization's requests

Advanced settings



# This shows the list with the rights the testperson has in the business



Forms and services you have rights to



GENERAL MANAGER  
PARAT STASJON

+ Create new request

► Has access to these 0 single services

▼ Also has these 23 roles:

General manager	From the Register of Legal Entities	?
- Access manager		?
- Accounting employee		?
- Algea test data		?
- Auditor certifies validity of VAT compensation		?
- Client administrator		?
- ECKEYROLE		?
- Energy, environment and climate		?
- Health-, social- and welfare services		?
- Limited signing rights		?
- Mail/archive		?
- Main Administrator		?
- Municipal services		?
- Parallel signing		?
- Patents, trademarks and design		?
- Planning and construction		?





Skatteetaten

# **Give right «Auditor certifies validity of VAT compensation»**

**(Revisorattesterer - mva-kompensasjon)**



# To give rights to a testperson, log on with the TestID of the business you are testing VAT-report for VAT compensation with

TT02.ALTINN.NO Altinn

**SELECT AN ELECTRONIC ID**

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16849996383

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☒ Show all sub-entities

☐ Show deleted entities

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FROM UPRAKTISK TIGER AS Org.no. 311 017 691

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Skatteetaten

# Click «Others with rights to the organization»

Altinn

inboxall formsprofile

Language

STASJON PARAT  
for LAV PUNKTLIG TIGER AS

Profile for **LAV PUNKTLIG TIGER AS** Org. no. 313 813 843

Your contact information for the enterprise

Notification addresses for the enterprise

Forms and services you have rights to


**Others with rights to the organization**

Rights the organization has with others



The organization's requests

Advanced settings

# Click «Add new person or organization»







 Others with rights to the organization

UsersAccesses

 Search for person or busine: 

[Download to file](#) [Activity log](#)

 Add new person or organization

	BEVISST KNUSLETE TIGER AS (1 with access)	<a href="#">See everyone with access</a>
	KOMISK SITRON	<a href="#">Give or remove access</a>
	NYTTIG GULLSTOL	<a href="#">Give or remove access</a>
	ORDENTLIG DONING	<a href="#">Give or remove access</a>
	PÅTROPPENDE AVOKADO	<a href="#">Give or remove access</a>
	STOR FARSOTT	<a href="#">Give or remove access</a>



# Add the test ID-number and surname you wish to give the right to

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STASJON PARAT  
for LAV PUNKTLIG TIGER AS

Add new person or organization

**What do you want to add:**

Person Organization User with Enterprise Certificate

**Who do you want to add?**

Personal ID number/username

08849899679

Surname

Førstemann

Next

Daglig leder vil i test i de fleste tilfeller allerede ha alle rettigheter i virksomheten.

Dersom man ønsker å teste med en person som ikke har roller i virksomheten fra før kan man hente en person fra Tenor testdatasøk.


# Add new role


Altinn

STASJON PARAT  
for LAV PUNKTLIG TIGER AS

←

×

 Give and remove rights

 VERTIKAL DRENG FØRSTEMANN

[Remove one or more rights](#)

+ Provide access to individual services

1

▶ Has access to these 0 single services

▼ Also has these 1 roles:

A role provides access to a number of individual services. See link below to see which ones.

Auditor certifies validity of VAT compensation

2


+ Add new role


[These roles give access to these services](#)


▶ Also has access to these 0 inbox elements



# Use the role «Auditor certifies validity of VAT compensation»

 Give and remove rights













 VERTIKAL DRENG FØRSTEMANN

 Provide access to individual services

?

▼ Also has these 0 roles:

No roles are added

 Salaries and personnel employee	?
 Access manager	?
 Accounting employee	?
 Limited signing rights	?
 Transport	?
 Reporter/sender	?
 Energy, environment and climate	?
 Client administrator	?
 Auditor certifies validity of VAT compensation	?
 Økokrim reporting	?
 Patents, trademarks and design	?
 Signer of Coordinated register notification	?



Skatteetaten

# When


+ Client administrator	?
Auditor certifies validity of VAT compensation	Undo ↶
+ Økokrim reporting	?
+ Patents, trademarks and design	?
+ Signer of Coordinated register notification	?
+ Health-, social- and welfare services	?
+ Municipal services	?
+ Primary industry and foodstuff	?
+ Parallel signing	?
+ Mail/archive	?
+ Planning and construction	?
+ Main Administrator	?
+ Algea test data	?
+ Transport permit guarantee	?
+ Confidential information	?
<b>+ Create custom role</b>	

Done

Cancel



# The new role has been given, and the TestID can be used to finish the attestation of the VAT-report for VAT compensation

 Give and remove rights

A new role has been given

**VERTIKAL DRENG FØRSTEMANN** has been given the role **Auditor certifies validity of VAT compensation** for **LAV PUNKTLIG TIGER AS**, and will be notified of the allocation by email shortly.

Done

Give more rights

