

## FAQs on E-Book

### 1. How to access the E-Book module?

**Ans.** Step 1: Navigate to the homepage of MCA's website using its URL <http://www.mca.gov.in/>

Step 2: Sign in through the top navigation bar using the login credentials as a registered user. A guest user does not require to log in.

Step 3: Select the 'Act & Rules' option from the menu navigation bar and click on 'E-Books'.

### 2. What are the objectives of E-Book?

**Ans.** The Ministry of Corporate Affairs (MCA) is primarily concerned with the administration of the Companies Act 2013, the Companies Act 1956, The Limited Liability Partnership Act, 2008 & other allied Acts, rules & regulations framed mainly for regulating the functioning of the corporate sector in accordance with law. In order to simplify the compliance procedures and provide consolidated information on applicable Acts, Rules and Regulations to the stakeholders, MCA has launched E-Book for 10 acts and applicable Rules and Regulations for companies and LLPs administered by it.

### 3. Which users can access the E-Book module?

**Ans.** Registered and Guest users can access E-Book.

- I. Registered users - The users who have already registered on the MCA website by providing their details and log in using their credentials.
- II. Guest users - The users who are not registered on the MCA website and wish to access E-Books.

### 4. How to access Acts in E-Books?

**Ans.** Users may select the Act they wish to refer to either through the 'List of Acts' available on the E-Book home screen or by selecting the 'Acts' tab present on the header.

### 5. Can we download Act from E-Book?

**Ans.** Facility to download the PDF version of the entire Act is available to the user. The users of the portal will be able to print the content of any act, section, and rule, based on the selection. The user can either use the web browser's native print functionality or click on the download icon when on any page within the eBook portal. The selected act/section/rule/regulation content will be automatically converted into a print ready PDF page which will allow the printing of the selected content. On filter or search results, the user will get an option to download the required module from the results displayed and the content can then be printed from the PDF file generated.