Fact Sheet



October 2025

Practice Lab

for VITA/TCE Partners and Volunteers

Background

The Practice Lab is tax software integrated with Link & Learn Taxes. A link connects students to the current year tax preparation software allowing hands-on tax return preparation practice.

How to access the Practice Lab

- 1. Go to Link & Learn Taxes.
- 2. Go to Additional Resources and select the link for the **Tax Software**Practice Lab.
- 3. Enter the universal password: TRAINPROWEB (all capitals, no spaces).
- 4. If you have an existing account in the Practice Lab, enter your username and password and select Sign In. (This is not the same username used on the Link & Learn Taxes testing site.)
- 5. Otherwise, select the Create Account link, enter the required information, and select the Create Account button.

How to enter returns in the Practice Lab

- Log into the Practice Lab using your username and password. Note: if you forget your username or password, follow the links on the Sign In page.
- Tutorials are available for new users on the main landing page.
- Select Go to Practice Area to start a new return.

Other Important Information About the Practice Lab

- The Practice Lab is a web-based product that uses the same version of TaxSlayer Pro Online software as most VITA/TCE sites.
- The Practice Lab is updated prior to and throughout the tax season.
- The Deactivate Return option is not available in Practice Lab.
- You can minimize the Practice Lab screen or use the Alt+Tab keyboard shortcut. This allows you to toggle between the Practice Lab, the test and/or Link & Learn Taxes at the same time.
- Reference Publication 4012, VITA/TCE Volunteer Resource Guide, for additional assistance in navigating the software and entering practice tax returns.