



Creating ENERGYai® Load Data Files in EnerLink

EnerLink is a leading energy management system which utilities use to provide customers with access to bill and meter data. Some utilities have rebranded the system as “Energy Analysis” or other names.

EnerLink enables you to create an Excel spreadsheet (xls) file containing interval energy data for your accounts. For example, if your electric meters record use every 15 minutes, you can create an xls file with all of the available readings for the date range that you specify and save it on your computer.

ENERGYai® recognizes the format of this file, so all you have to do is send it to us.

EnerLink limits users to downloading one month of interval data per file. Because the ENERGYai® analysis requires between 6 and 13 months of data (and longer is better), you will need to save up to 13 files per account, and then combine the monthly files into one large spreadsheet, as described below.

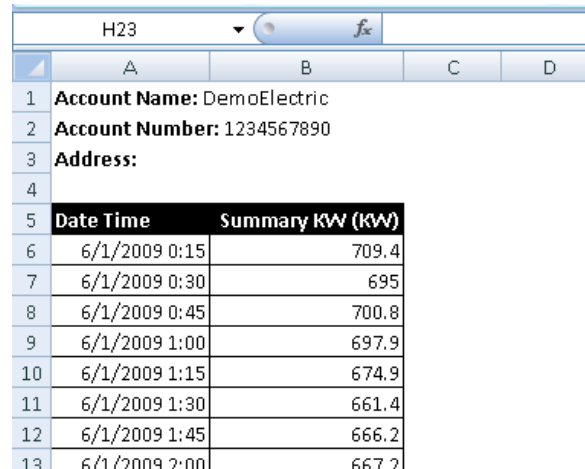
The process to create and save a load data file is as follows:

1. After logging in, you should see the “Account Summary Report” screen. Select one account from the list.
2. The account you select may have multiple channels. ENERGYai® only analyzes energy (e.g. “kWh”, “therms”) or demand (e.g. “kW”) data, so you must make sure only one energy or demand channel is selected. This is done in the “Account Channel Preferences” screen. You access this screen either from “Channels” in the top menu, or from the “Preferences” button in the upper right corner of the screen. Only select one channel, and it must have either an energy or demand unit.
3. In the top menu, under “Channels”, select “Tab Detail” (for some systems, “Tab Detail” is in the top menu). This will display a table of data for the selected account.
4. In the “Period” pull down the list, select “Month”. Below this selection, enter the first day of the desired month period. For example, if you wish to create a file for June 2009, enter “6/1/2009” here. Uncheck the “Show Status Codes” checkbox, then click the “View” button to refresh the table.
5. Click the “Download B” button in the upper right corner of the screen. You will be asked if you wish to open or save the Excel file. Save the file to your computer with a name that has meaning to you, but which also indicates which month is included (for example, “Building H Main Electric June09.xls”). Include the “xls” extension in the file name.
6. Change the date you entered in step 4 above to the next month, click the “View” button, and repeat step 5. Continue until you have all of the months you wish to have analyzed (up to a maximum of 13 months).

- Combine all of the individual monthly spreadsheets into a single spreadsheet. Simply cut and paste all of the rows from each spreadsheet to the bottom of the first month's file. If your meter has 15 minute data, and you have 13 months of data, the resulting spreadsheet will have approximately 38,000 rows.

Save the final large spreadsheet using a name that has meaning to you (such as "Building H Main Electric June09.xls"). You will need to provide this file name when you submit your load data to ENERGYai®.

If you open the load data file with Excel, the first few lines should look similar to the following:



The screenshot shows an Excel spreadsheet with the following content:

	A	B	C	D
1	Account Name: DemoElectric			
2	Account Number: 1234567890			
3	Address:			
4				
5	Date Time	Summary kW (kW)		
6	6/1/2009 0:15	709.4		
7	6/1/2009 0:30	695		
8	6/1/2009 0:45	700.8		
9	6/1/2009 1:00	697.9		
10	6/1/2009 1:15	674.9		
11	6/1/2009 1:30	661.4		
12	6/1/2009 1:45	666.2		
13	6/1/2009 2:00	667.2		

Your load data file may have different units and time intervals.

This file is now ready to be submitted to ENERGYai® along with similar files for any other accounts you wish to include in your ENERGYai® Load Analysis report. If you wish to make the data “anonymous”, you can delete or edit the account name, number, and address. But do not delete their rows from the spreadsheet.