Customer Training Guide

Datalink
To view interval data on the DataLink platform you first go to https://entergyenergymanager.powerportal.com and enter your User ID and Password.
Once logged on you will have options under the Control Panel on the left hand menu. Different users will have different levels of access and additional options but for each user an explanation is provided of all available Control Panel options and the Help menu provides more detailed explanations on how to use the various options. If you wish to view metered data click on Usage Reports from the left hand menu.
The next step is to select the customer or site that you want to view data for. If you place a % sign before and after the “Organization Name”, you can type in only a portion of the Organization Name and click Query then it will bring up all customers with those characters in their name. In this example I have typed in %Samp% to view data for a Sample Customer so I will be shown all Organizations with “Samp” in their name.
You can see with the example search it has brought up the Organization Name “Entergy Sample” with user ID entcust. From this screen you have various options on different types of data you can view. If you wish to view data that is posted directly from your recorder then you should click on “Usage Curves” for the particular Organization/Customer that you are interested in. This will allow you to view interval data and manipulate it in a variety of ways to see things like the monthly peaks and total monthly consumption.
The next page will show you all the available channels under the Organization selected and you will also need to select the start date and end date for the time period of data you wish to view. There is a drop down where you can use a calendar to select the dates or type them in manually. It also has the option to view the most recent day, week, month, year etc. Once the time period is entered, you will then check the unit of measure (UOM) that you wish to view for each metered point. You will then scroll to the bottom of the page to set up how you want to view the data which is explained on the next page.
The last step is defining how you want to view the data. There is a drop-down where you can view an Interactive Graph, Static Graph, Text Export File, Table or an Excel Spreadsheet. The most common selection is the Interactive Graph where you can have it auto refresh every X minutes or the Excel spreadsheet. The next drop-down allows you to define the interval length you wish to view where some meters can store down to a 1, 5, 15 or 30 minute interval and you can also summarize by hourly, daily, weekly or monthly. If for example you select Monthly, you will be shown the peak kW demand for that month (peak demand interval length will be determined by interval length stored on actual meter) and the totalized KWH consumption. The last drop down allows you to select the time zone the data should be viewed in.
The interactive graph is a very effective tool that customers can use to view their data. The example shows 30 minute KW & KWH values for the selected channel over a 24 hour period. With the tabs along the top menu you can change between various types of graphs or look at a text summary under the Info tab. On the bottom left there is a legend where you can select/deselect the various channels to remove them from the graph or add them back on so it’s easy to view a single channel or compare multiple channels on a single graph. You can move your mouse over the various parts of the graph and on the bottom right it will show the precise date/time and the exact values being displayed. You can also left click and hold the mouse down to select a specific part of the graph to zoom into it and then right click to zoom back out. If for example you have a meter that is being interrogated every 5 minutes then as mentioned on the previous page, you can tell the graph to automatically refresh every 5 minutes and you’ll see new intervals as soon as they’re read from the meter and posted online in this EEM portal.
Interactive Graph – various options

Text Summary under info tab showing total consumed kWh and Max, Min, Avg kW for time period selected.

Bar Graph showing average kW for the channel selected.

Zooming in to see specific intervals to look at various peaks or sudden change in the KW load, such as the increase from 340 kW to 560 kW from 7 am to 7:30 am in this example.
Using the Excel spreadsheet you can view the value for each and every interval stored by the metering device. Like any spreadsheet the rows can be sorted to show max and min values so you can easily see what time the peak and minimum loads occur. You can also save the spreadsheet on your PC for later use and view the data in comparison to newer data at a later time.