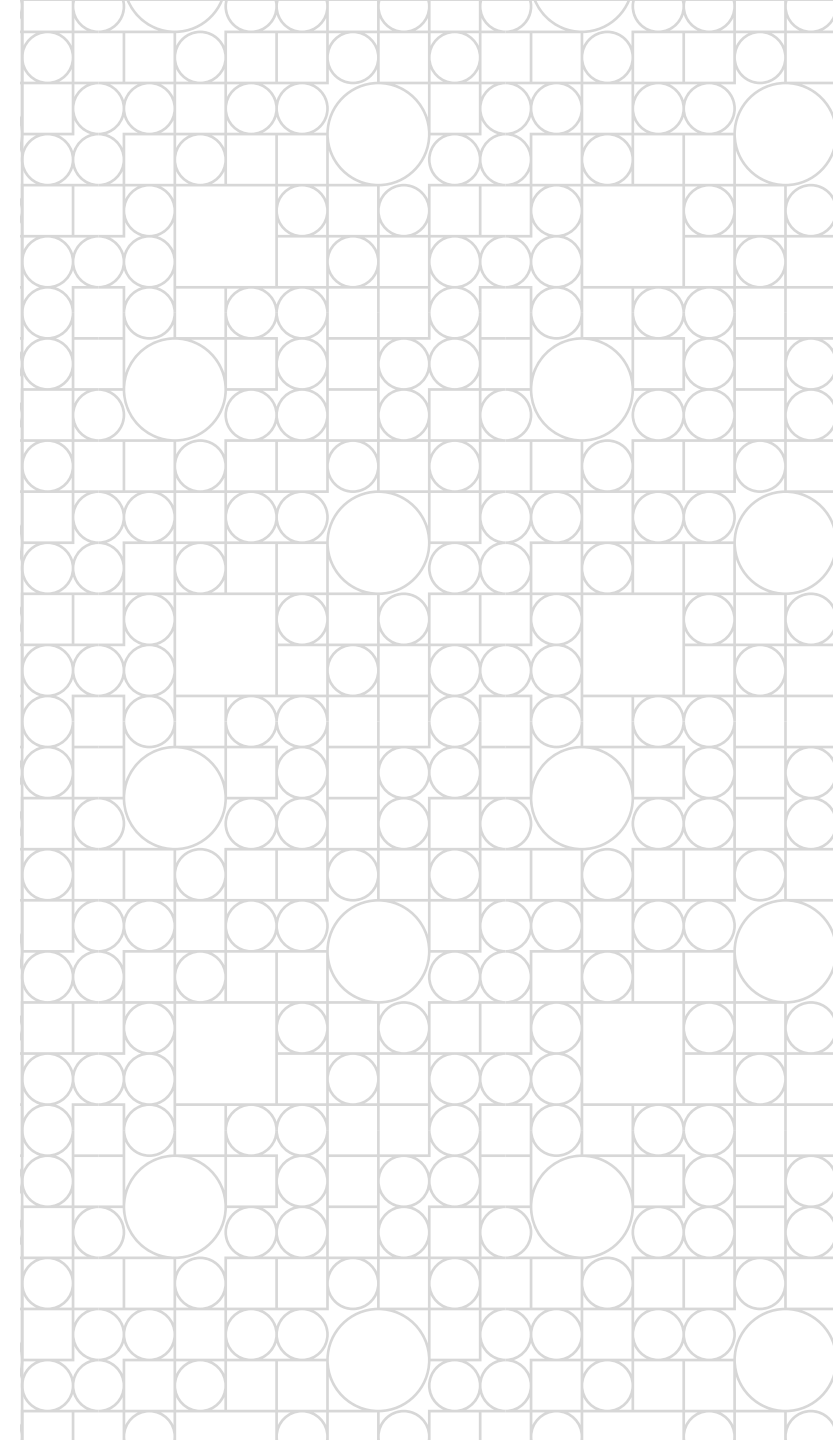




# Customer training guide

**DataLink Energy Management System**

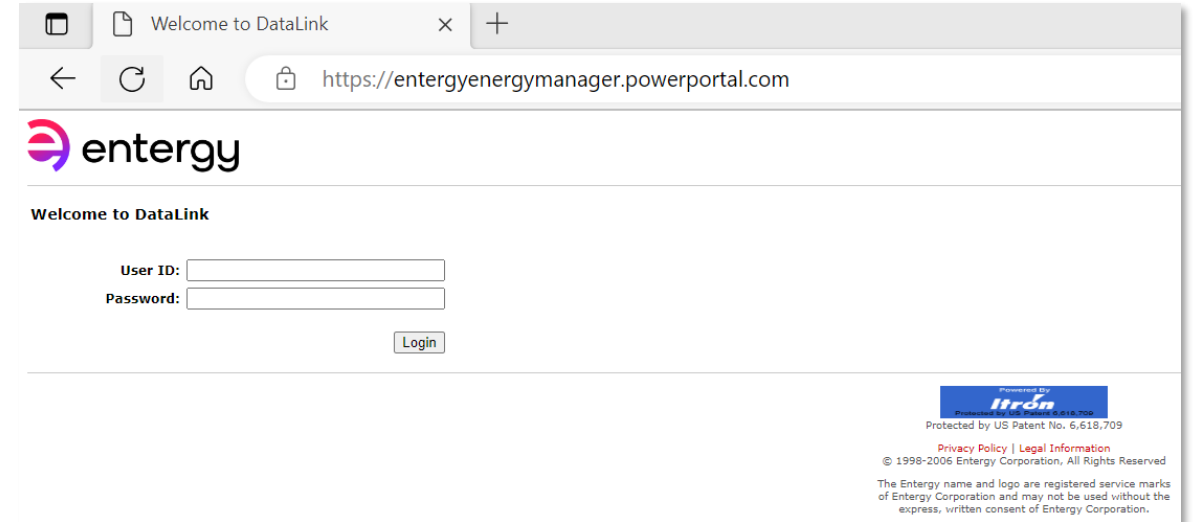


# Customer training guide

## Log in to DataLink

To view interval data on the DataLink platform, visit <https://entergyenergymanager.powerportal.com>

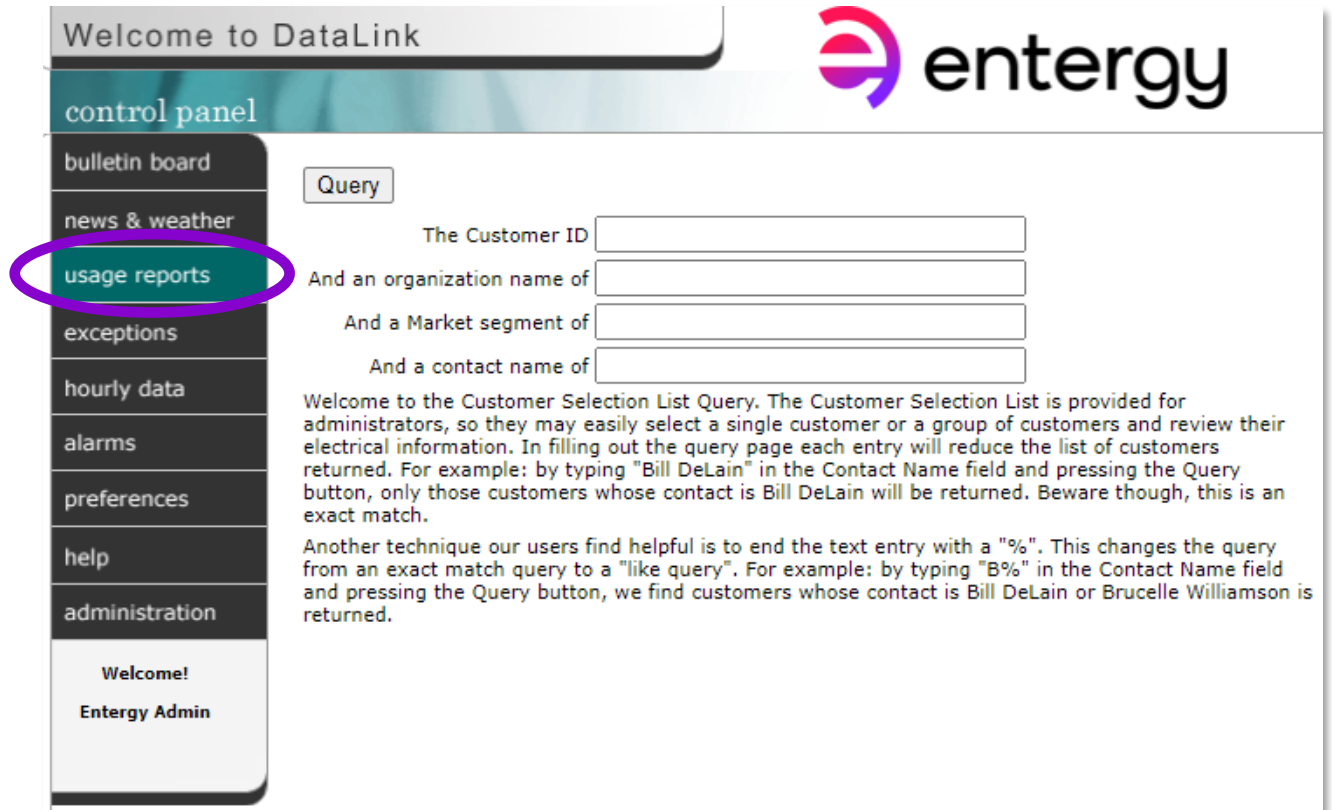
Enter your User ID and Password.



The screenshot shows a web browser window with the title "Welcome to DataLink" and the URL "https://entergyenergymanager.powerportal.com". The page features the Entergy logo at the top left. Below the logo, the text "Welcome to DataLink" is displayed. There are two input fields: "User ID:" and "Password:". A "Login" button is positioned below the password field. At the bottom right of the page, there is a small logo for "Powered by itron" with the text "Protected by US Patent No. 6,618,709". Below this, there are links for "Privacy Policy" and "Legal Information", followed by the copyright notice "© 1998-2006 Entergy Corporation. All Rights Reserved". A disclaimer states: "The Entergy name and logo are registered service marks of Entergy Corporation and may not be used without the express, written consent of Entergy Corporation."

# Customer training guide

- The home page lists different options under the Control Panel on the left-hand menu.
- Users will have different levels of access.
- To view metered data, click on Usage Reports from the left-hand menu.



The screenshot displays the Entergy DataLink control panel. On the left, a vertical menu lists various options: bulletin board, news & weather, usage reports (highlighted with a purple oval), exceptions, hourly data, alarms, preferences, help, and administration. Below this menu, a 'Welcome!' message is shown for 'Entergy Admin'. The main content area features a 'Query' button and four input fields for filtering: 'The Customer ID', 'And an organization name of', 'And a Market segment of', and 'And a contact name of'. Below the input fields, there is a detailed explanation of the Customer Selection List Query, including examples of exact and like queries.

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usage reports

exceptions

hourly data

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Welcome!  
Entergy Admin

Query

The Customer ID

And an organization name of

And a Market segment of

And a contact name of

Welcome to the Customer Selection List Query. The Customer Selection List is provided for administrators, so they may easily select a single customer or a group of customers and review their electrical information. In filling out the query page each entry will reduce the list of customers returned. For example: by typing "Bill DeLain" in the Contact Name field and pressing the Query button, only those customers whose contact is Bill DeLain will be returned. Beware though, this is an exact match.

Another technique our users find helpful is to end the text entry with a "%". This changes the query from an exact match query to a "like query". For example: by typing "B%" in the Contact Name field and pressing the Query button, we find customers whose contact is Bill DeLain or Brucelle Williamson is returned.

# Customer training guide

To select the customer:

- Place a % sign before and after the “Organization Name”.
- A portion of the name can be typed. (i.e. %Samp% to view the company “Entergy Sample”).
- Click the Query button.

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Query

The Customer ID

And an organization name of

And a Market segment of

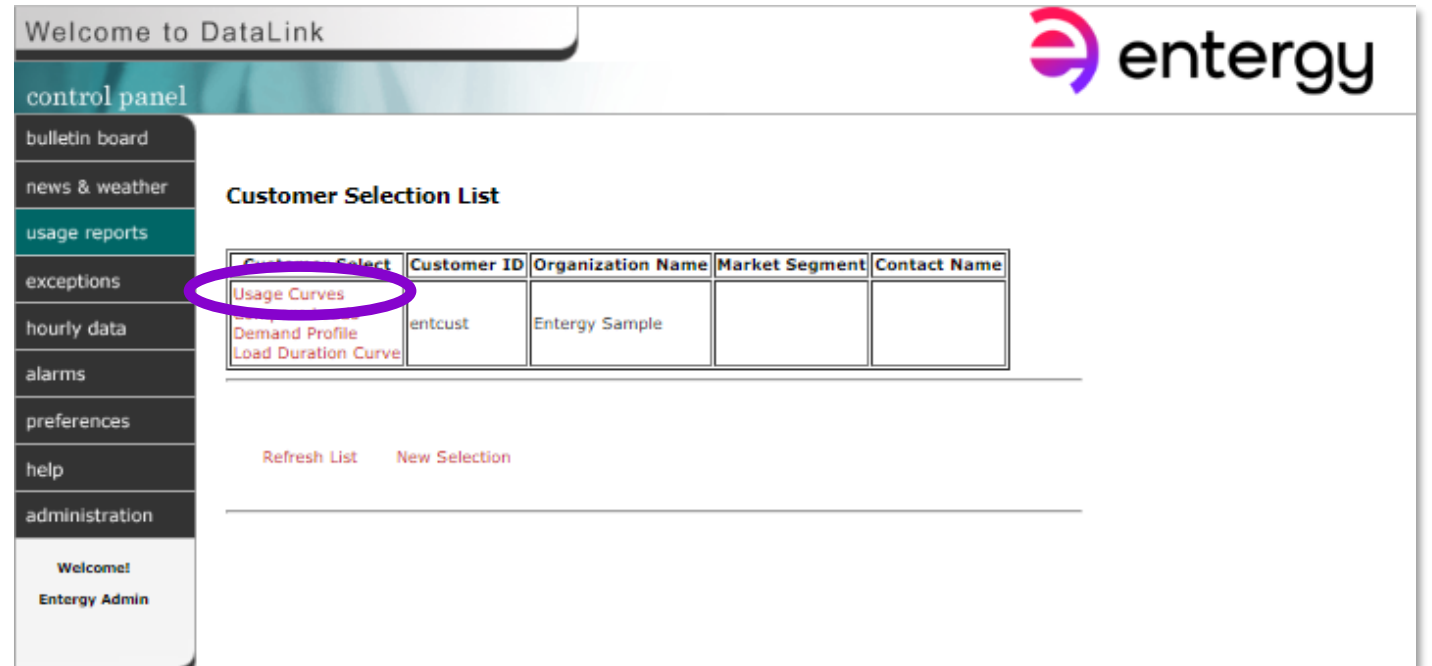
And a contact name of

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# Customer training guide

- The links provide various types of data are available.
- To view interval data, click on “Usage Curves.”
- This may be reviewed for monthly peaks and total monthly consumption.



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Welcome!  
Entergy Admin

entergy

### Customer Selection List

Customer Select	Customer ID	Organization Name	Market Segment	Contact Name
Usage Curves	entcust	Entergy Sample		
Demand Profile				
Load Duration Curve				

[Refresh List](#) [New Selection](#)

# Customer training guide

- Usage curves query provides all the available channels under the Organization selected.
- Select the start date and end date for the time period of data you wish to view.
- Then check the unit of measure or UOM for each metered point

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**Energy Sample Usage Curves Query**

Data is available from Wednesday, November 28, 2001 11:30:00 AM to Wednesday, April 26, 2023 01:00:00 AM  
Availability of data may vary from site to site.

**1 Pick a time**  
All Interval data is requested and displayed using interval ending time.  
E.g. To request a single day's data, select/enter Start Date: 01/01/2003 00:15  
End Date : 01/02/2003 00:00

Choose a period from this list:

Start Date:

End Date:

**2 Choose your channels**

Entergy\_College Bldg [ Daily V ] 12-20-2008 to 04-26-2023  
 kWh  kW  kVarh  kVar  kVa  PF

Entergy\_Hospital [ Hourly V ] 02-11-2004 to 03-28-2018  
 kWh  kW  kVarh  kVar  kVa  PF

Entergy\_Industrial [ Daily V ] 11-28-2001 to 08-11-2014  
 kWh  kW  kVarh  kVar  kVa  PF

Include totals for the channels I select

**3 Decide how you want to see it**

Create a:

Summarized by:

Time Zone:

# Customer training guide

- This brings up all the available channels under the Organization selected.
- Select the start date and end date for the time-period of data you wish to view.
- Then check the unit of measure for each metered point.

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 kWh  kW  kVarh  kVar  kVa  PF

Entergy\_Hospital [ Hourly V ] 02-11-2004 to 03-28-2018  
 kWh  kW  kVarh  kVar  kVa  PF

Entergy\_Industrial [ Daily V ] 11-28-2001 to 08-11-2014  
 kWh  kW  kVarh  kVar  kVa  PF

Include totals for the channels I select

**3 Decide how you want to see it**

Create a:

Summarized by:

Time Zone:

# Customer training guide

- Select the drop-down to view the data (Interactive Graph, Static Graph, Text Export File, Table or Excel spreadsheet).
- Choose interval for data (1, 5, 15 or 30 minutes, hourly, daily, weekly, monthly).
  - For example, if choosing Monthly, the peak kW demand for that month and the totalized KWH consumption will be displayed.
- Select the time zone the data should be viewed in.

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Start Date:

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**2 Choose your channels**

[Entergy\\_College Bldg \[ Daily V \] 12-20-2008 to 04-26-2023](#)  
 kWh  kW  kVarh  kVar  kVa  PF

[Entergy\\_Hospital \[ Hourly V \] 02-11-2004 to 03-28-2018](#)  
 kWh  kW  kVarh  kVar  kVa  PF

[Entergy\\_Industrial \[ Daily V \] 11-28-2001 to 08-11-2014](#)  
 kWh  kW  kVarh  kVar  kVa  PF

Include totals for the channels I select

**3 Decide how you want to see it**

Create a:

Summarized by:

Time Zone:



# Customer training guide

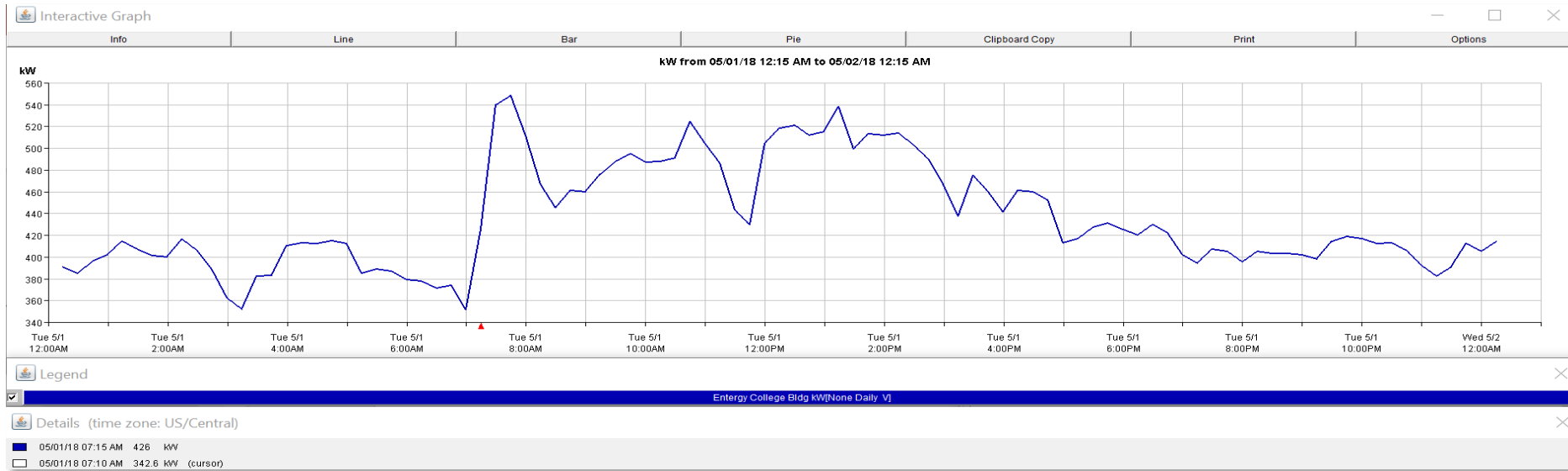
- Using the Excel spreadsheet, view the value for each interval stored by the metering device.
- The rows can be sorted to show max and min values of the peak time and minimum loads occurrence.

	A	B	C
1	Time	Entergy College Bldg kW[None Daily V]	
2	5/1/2018 0:15	392	
3	5/1/2018 0:30	386	
4	5/1/2018 0:45	397	
5	5/1/2018 1:00	403	
6	5/1/2018 1:15	415	
7	5/1/2018 1:30	408	
8	5/1/2018 1:45	402	
9	5/1/2018 2:00	401	
10	5/1/2018 2:15	417	
11	5/1/2018 2:30	407	
12	5/1/2018 2:45	389	
13	5/1/2018 3:00	363	
14	5/1/2018 3:15	353	
15	5/1/2018 3:30	383	
16	5/1/2018 3:45	384	
17	5/1/2018 4:00	411	
18	5/1/2018 4:15	414	
19	5/1/2018 4:30	413	
20	5/1/2018 4:45	416	

REC\_RECORDER\_DYN

# Customer training guide

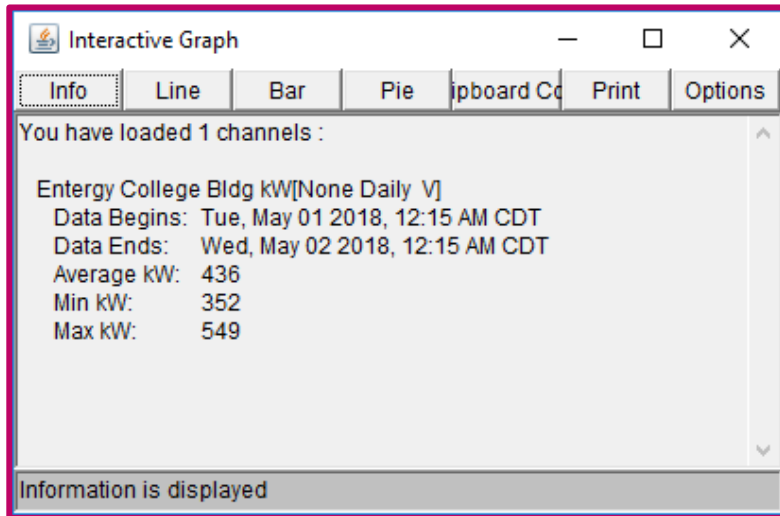
*NOTE: You must be in Internet Explorer Mode on Microsoft Edge to access interactive graphs*



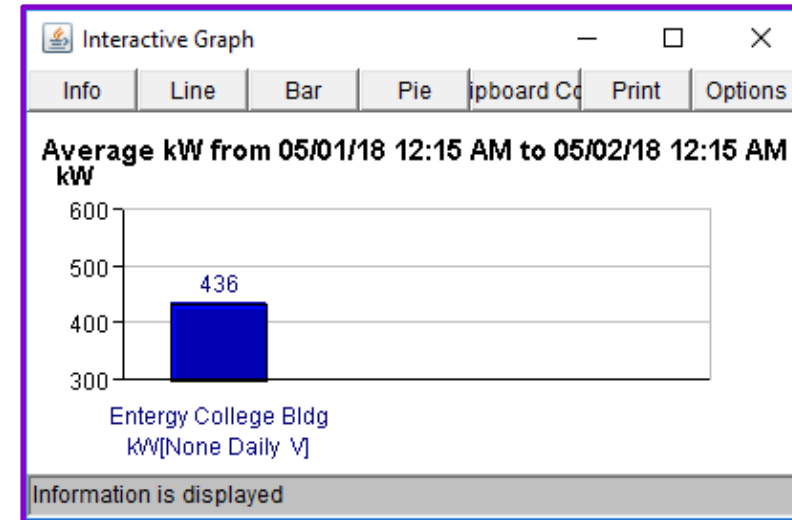
- Interactive graph is an effective tool to illustrate data. The example shows 30-minute KW and KWH values for the selected channel over a 24-hour period.
- Tabs along the top menu allow various views of graphs and text summary under the Info tab.
- The legend has options to select the various channels allowing single and multiple channels viewed on a single graph.
- Moving the cursor along the graph shows the precise date/time and the exact values being displayed.
- Left click to select a specific part of the graph to zoom in; right click to zoom back out.

# Customer training guide

## Interactive Graph – various options



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



Bar Graph showing average kW for the channel selected.

