Brunata WebMon
User guide for administrator
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Brunata is a Danish owned company which ensures a fair and individual allocation of energy costs with Danish metering solutions. We have almost 100 years of experience within developing and producing meters, heat cost allocators, consumption accounts and meter services. Today meters are often remotely read with access to data via the Internet. Brunata has a quality control system fulfilling DS/EN ISO 9001 and 14001.

Brunata

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Brunata

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Introduction

What is Brunata WebMon?

Brunata WebMon is short for 'Web based Monitor' and part of Brunata Online.

The purpose of WebMon is - online – to show and print out the information available in a BrunataNet system. BrunataNet is a system for consumption metering with remote reading. It records and remotely reads heat cost allocators, energy meters, electricity meters, water meters, etc.

WebMon has been developed by Brunata and consists of various modules – WebMon Basic, WebMon Plus and WebMon AddOns. Many of the WebMon functions are also described in the programme as mouse-over (place your mouse on a function or heading).

We recommend that you read through this manual to benefit most from Brunata Web-Mon.

Please be aware that there may be deviations between what is shown on a meter and the WebMon result. This typically occurs when the meter records consumption between two data transmissions. Read about deviations under 'Info' in Brunata Online on www.brunata.dk.

Home page

The programme is constructed with an easy-to-read left margin, which is shown as soon as you log on. In the top left side is a scrolling field with the buildings you are authorised to see and create reports on.

If you want to customize the front page, you can upload a picture of your own choice.

1. Click on the 'Upload picture' button under the picture
2. Open the file browser and find the new picture file
   a. Only with file extensions jpg, jpeg, gif, png or svg
   b. File size maximum 500 KB
3. Click upload to refresh the picture or cancel to stop the process

Brunata WebMon Basic

Information about Building ID

Building level
Here you will find general information about the building, e.g. which meter types are included, the number of meters and the accounting period.

Flat level
Here you will find an overview of all locations. Choosing a location – e.g. a flat – brings up specific information about the individual flat in exactly the same way as the residents see the information about their own flats in the add on 'WebMon Resident'. This makes it easier to help the resident on the telephone.

Reports

Latest meter status
Here you will find a list of the meter status at the latest reading (most recently transmitted telegram). It is also possible to search for meter status on a particular date.

Consumption report and Consumption report with total
Here you will find reports showing the individual, registered consumptions and the total consumption per location for a given period.

Building Components

Here you will find a list of all the components set up in the building, e.g. radio receivers and transmitters. The list provides an overview of the location of components and transmission status.

Alarm

MeterAlarm
Under Meter Alarm, you will find the meters which have not sent transmissions for a specified period (by default 14 days). The administrator can choose how long the period should be under the menu item itself. If there are meters which have not transmitted, the menu item text is red – otherwise the menu item will not be shown.

Brunata WebMon Plus

WebMon Plus gives administrators access to more functionalities than WebMon Basic.

Resident administration

Edit/add resident data (standard in WebMon Plus)
Under Edit/add resident data, the administrator can:
- Amend the resident's name and/or moving in date.
- Record removal for a resident (if the current resident moves out and another moves in).

Note in relation to removals
- There may be a limit on 'Move-in date' in the system, which means that removals are only allowed on the 1st or 15th of the month.
- The resident administration can be locked by Brunata. This means that Brunata is working with main data and processing the current accounting. When this takes place you cannot make changes to the list. (Please contact your Brunata team, if you wish to change information in resident administration while Brunata is processing current accounting.)
- When the resident administration is locked, it is only possible to create removals with move-in date later than the period end date.
- If more accounts are grouped under the same Building ID and these accounts have different periods, the resident administration will be closed until Brunata has finalized the work in all accounts within the same Building ID.

Activation letter (AddOn Plus)
Administer residents' access to Brunata Online under the menu item Action.
- Click on the link 'Activation letter' to print out an activation letter with an activation code for Brunata Online. If the link has been replaced by the text 'Activated', the relevant resident has already been activated. An activated resident is set to zero by deleting the access or recording a removal.
- Further activation information is found under 'Amend resident'.

Release bill to residents in WebArchive (AddOn Plus)
If Brunata is responsible for the preparation of consumption accounts, the administrator can release bills to the residents through WebArchive. Bills can be released in two ways:

- Automatically - bills are released and become visible to the residents as soon as Brunata has released them.
- Self-selected date - the administrator actively logs in to select which bills should be released on which date.

If the bills are not released, they will not be visible to the residents.
'Release bills to resident' appears as WebArchive in WebMon Resident.

Report Agent

Report Agent is a WebMon Plus tool which can help monitoring systems and meters. As a standard the Report Agent consists of rising and falling consumption and missing transmissions. In addition you can acquire special reports about manipulation and relative humidity (AddOn Plus).

Rising consumption (standard in WebMon Plus) – what to do

1. Click on add new report

2. Usage: select and highlight the feature you want to include in the report, e.g. cold water, hot water, heating.
   - When Usage is selected, a unit type will appear in 'Minimum number of units', indicating which unit should be used for the inserted value.
   - If no clear unit type is found under Usage, you will be asked to choose a meter type as well, e.g. heat cost allocators.
   - Reports can only be generated with a clear unit type.

3. Comparison period: enter the number of days to be compared, e.g. the last ten days. The report will automatically compare the chosen period with a corresponding period preceding the one you have chosen.

4. Deviation in per cent: set a limit for the percentage deviation.

5. Minimum units: set a triviality limit stated as minimum number of units to ensure your lists are not too comprehensive, but simple and clear to use. Value: state the value in the appropriate unit type for the meter, which is indicated behind the field. If you e.g. want to see a report on water meters with a triviality limit of 10 litres, enter 0.01 m3 in the 'Minimum number of units' field.

6. Email schedule: specify how often you want to receive the report.

7. Send blank reports: tick or un-tick whether you want or do not want to receive blank reports (when there are no manipulated meters in that report).

8. Email address: enter all email addresses you want to receive the missing transmission report, separated by semicolon (;).

9. Save/show report: choose either to save or to show the report. If you choose to show the report, you can save it later.

Report Agent - Rising consumption

The purpose of this report is to capture faulty meters and meters with an increase in consumption - such as running toilets, rupture of water pipes and heat consumption in summer.

The list will include meters, where consumption in the last xx days has increased by more than xx%. (Write a number between 1 and 100) compared to an corresponding period.

Consumption usage	Meter category	Days to compare	Deviation in %	Minimum units	Email schedule	Report send on email	Send blank reports	
Warm water	Water meter	50	10	0.1	Disabled		☐	
Heating	Radiator meter	100	10	0	Disabled		☐	

➕ Add new report

Falling consumption (standard in WebMon Plus)

The procedure for this type of report is the same as for rising consumption (see above).

Report Agent - Falling consumption

The purpose of this report is to capture faulty meters and meters with a fall in consumption - such as in homes where the water suddenly disappeared because of deaths.

The list will include meters, where consumption in the last xx days have fallen by more than xx%. (Write a number between 1 and 100) relative to the corresponding period.

Consumption usage	Meter category	Days to compare	Deviation in %	Minimum units	Email schedule	Report send on email	Send blank reports	
Cold water	Water meter	20	10	5	Disabled		☐	
Cold water	Water meter	30	1	5	Disabled		☐	
Heating	Radiator meter	100	1	1	Disabled		☐	
Heating	Radiator meter	100	1	1	Disabled		☐	

➕ Add new report

Missing transmissions (standard in WebMon Plus)

The purpose of this report is to obtain information automatically about meters which are not transmitting data.

Report Agent - Missing reading transmissions

The purpose of this report is to catch and identify meters we have not heard from in a while due to malfunctions in the meter or associated infrastructure.

The list will contain the meters we have not heard from the last xx days.

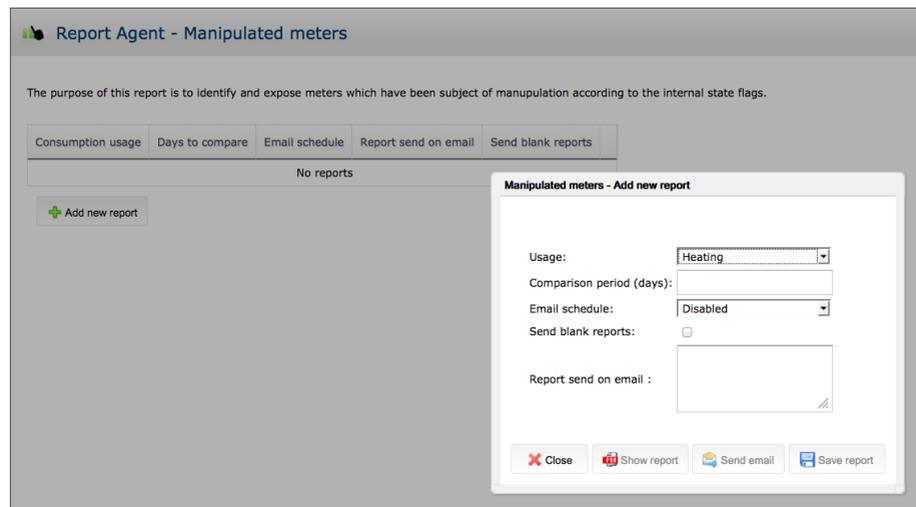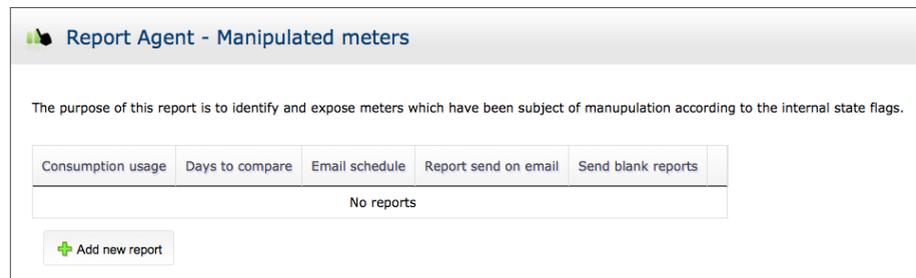| Days to compare	Email schedule	Report send on email	Send blank reports	
2	Daily 8AM	njo@brunata.dk	☑	

➕ Add new report

What to do in order to receive a report

1. Days to compare: here the report automatically registers today's date (the date when you ask WebMon to generate the report). You then need to enter how many days you want to go back to see which meters have not been transmitting telegrammes. If you for instance activate the report on 15 July and then enter '10' days, the report will show how many meters have failed to transmit data in the period 5-15 July.

2. Email schedule: specify how often you want to receive the report.

3. Send blank reports: tick or un-tick whether you want or do not want to receive blank reports (when there are no manipulated meters in that report).

4. Email address: enter all email addresses you want to receive the missing transmission report, separated by semicolon (;).

5. Save/show report: choose either to save or to show the report. If you choose to show the report, you can save it later.

Manipulation (AddOn Plus)

The purpose of this report is to find meters that could have been manipulated by users or for other reasons have raised a state flag for manipulation. The name of the manipulation functionality is Electronic Seal.

Note that this report can only be used in buildings with Brunata Futura Heat+ version 3.0.

The report shows all meters with a manipulation flag detected in a chosen period based on two types of incidents:

1. The seal has been manipulated at some time in the chosen period. Note that the meter could have been manipulated before the given date, but the report only shows the latest data telegramme containing a manipulation flag.

2. The seal has been reset i.e. the meter has been reset within the chosen period by a Brunata technician. This incident indicates that the seal is active again and the readings after this event are not corrupted by manipulation (unless a new incident occurs).

If one meter contains the alarm 'Seal has been triggered' twice, the most recent data telegramme shows the date of the last registered event after the reset. Note that if this date is more recent that the reset date, this indicates that the meter has been manipulated again after the reset.

Set up the report and the email alarm

1. Click on add new report

2. Usage: choose the usage you wish to set up a manipulation alarm for. Heating is default usage for this report.

3. Comparison period (days): fill in the number of days that you want the report to include, for example the last 10 days.
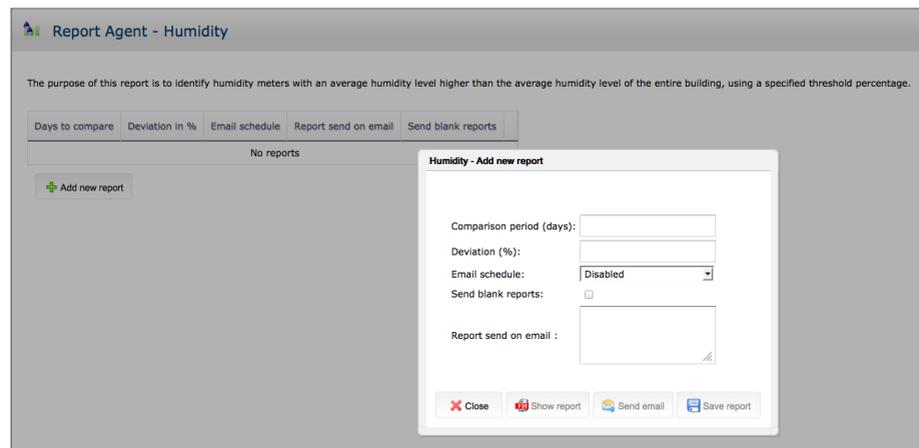
If you wish to receive the report as an email fill in the fields below. Leave them empty if you do not wish to receive an email.

1. Email schedule: specify how often you want to receive the report.

2. Check box: tick or un-tick whether you want or do not want to receive blank reports (when there are no manipulated meters in that report).

3. Email address: enter all email addresses you want to receive the missing transmission report, separated by semicolon (;).

4. Save/show report: choose either to save or to show the report. If you choose to show the report, you can save it later.

Humidity report (AddOn Plus)
The purpose of this report is to determine the humidity conditions in a building and to identify if there is an area in the building with higher relative humidity compared to the average relative humidity in the building.

Note that this report can only be used in buildings with the humidity meter, Brunata Futura Hygro+ installed.

The report will show a list of meters with higher relative humidity (Rh) than the average for the whole building over a period of time.*

* The calculation is based on a humidity meter's Rh on an average minus the building's Rh on an average, divided by the building's Rh on an average and mulitplied by 100. The result of this calculation is a difference in percentages between the meter and the building. If this percentage is higher than the percentage of the Rh selected for the report the meter will be included in the report.

Set up the report and the email alarm

1. Click on add new report
2. Comparison period (days): fill in the number of days you want to include in the report, for example the last 10 days.
3. Deviation (%): fill in the acceptable difference in percentage of each individual humidity meter compared with the building's total percentage.

If you wish to receive the report as an alarm by email fill in the fields below.
Leave them empty if you do not wish to receive an alarm by email.

4. Email schedule: specify how often you want to receive the alarm/report by email.
5. Send blank reports: tick the check box if you want, and do not tick if you do not want, to receive blank reports (when there are no manipulated meters to report).
6. Email address: enter all email addresses you want to receive the missing transmission report, separated by semicolon (;).
7. Save/show report: choose either to save or to show the report. If you choose to show the report, you can save it later.

Below is an example of a Building ID where 14 meters have measured a Rh that is 10% higher than the building's Rh of 41,6% on an average. The building's average is based on registrations from its 273 meters from 14.2.14 - 17.2.14.

Afdnr - Ejdnr - Lejlnr	Adresse	Beboer	Placering	Målernr.	Målergennemsnit	Afvigelse %
3700-3708-0192	7 1.tv			2137	55.1	32.6
3700-3708-0220	5 1.tv			2124	48.3	16.1
3700-3708-0120	4 st.			2016	47.3	13.7
3700-3708-0191	7 1.th			2123	46.4	11.6
3700-3708-0195	7 3.th			2128	47.7	14.7
3700-3708-0197	9 st.			1988	47.9	15.1
3700-3708-0244	6 3.th			1926	50.3	21.0
3700-3708-0031	10 1.tv			1932	46.6	12.0
3700-3708-0030	10 1.th			2285	49.1	18.1
3700-3708-0058	1 1.th			1900	51.3	23.3
3700-3708-0085	9 st.			1998	53.3	28.2
3700-3708-0112	15 3.tv			2146	46.6	12.2
3700-3708-0007	2 3.tv			2226	46.4	11.7
3700-3708-0098	11 3.tv			1878	50.1	20.5