Application Note – Generating Inverter Production Data in Case of RGM Failure

Version History

Initial release- January 2017

Version 1 - March 2018 – replaced the generate report window and deleted the generate the periodic energy report window

Introduction

This document explains how to generate inverter production data if you need to report production in the event of a revenue grade meter (RGM) failure.
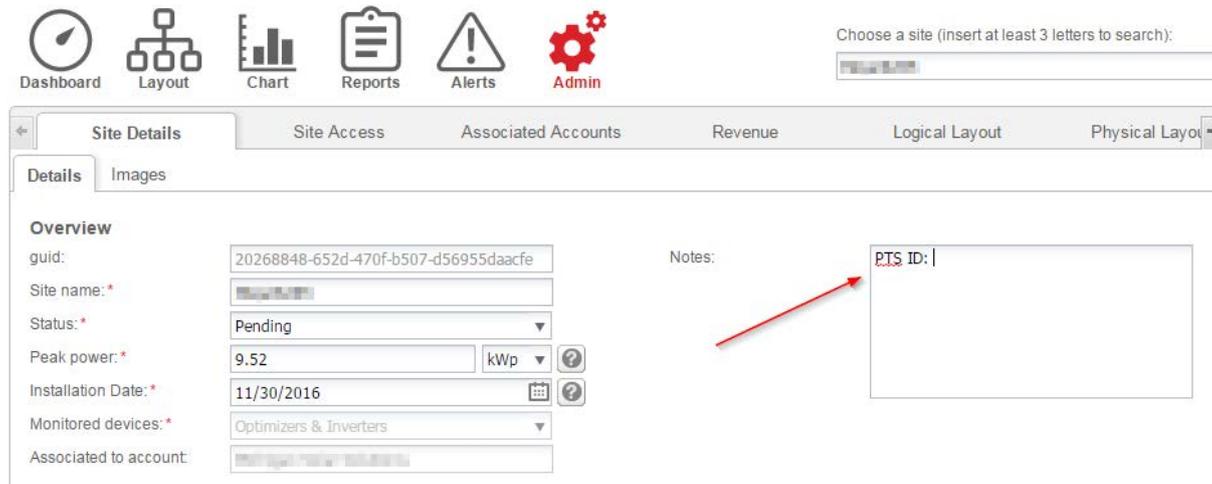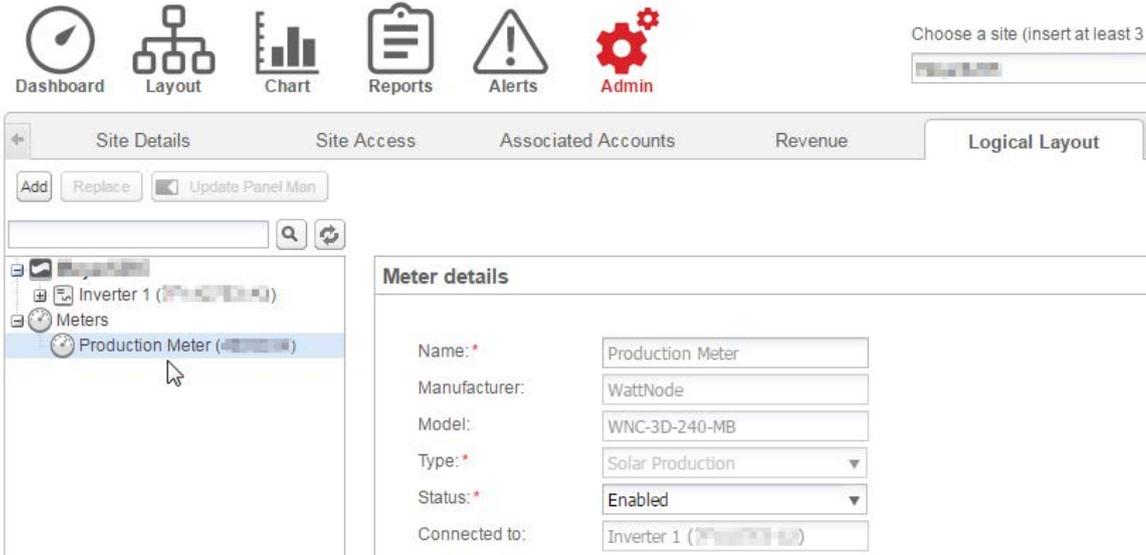
> **NOTE**
> This process disables Automatic Energy Reporting for the site. This function should be re-enabled after your report has been generated.

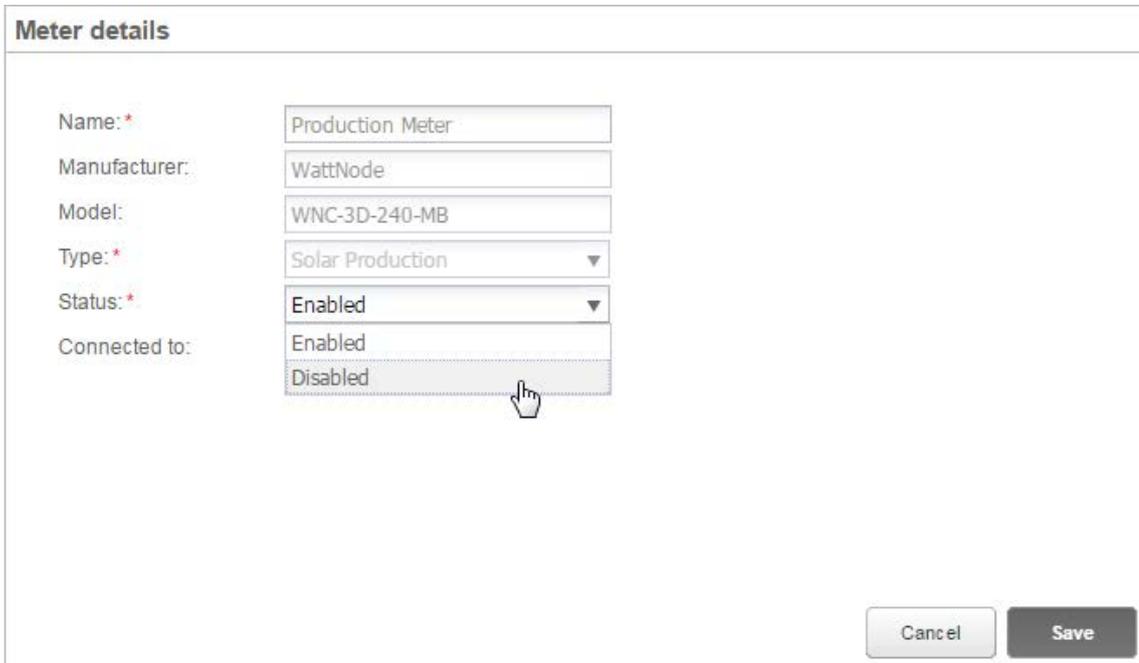► **To generate the inverter data:**

1 Click on the **Admin** icon**,** and click on the **Site Details** tab. Record the PTS (Production Tracking System) ID – which is used to link to the customer account – in the **Notes** field, for later reference.

2 Click on the **Logical Layout** tab.

3 In the **Meter details** section, change the **Status** of the meter to "Disabled", and click **Save**.

4 Click on the **Reports** icon and do the following:
   a. Select the report type, in this procedure Periodic AC Energy
   b. Use the Period calendars to define the report dates
   c. Enter a name for the report
   d. Select the report's output format
   e. Select the report's output language
   f. Click **Generate Report**. The report is generated and downloaded to your browser when complete.

▶ To Restore Automatic Energy Reporting:

1 Click on the **Admin icon,** and click on the **Logical Layout** tab, set the **Status** of the meter to "Enabled", and click **Save** to re-enable the meter. You may need to check the **Show disabled** box in the bottom left corner.

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2 Click on the **Meter Reporting** tab, and check the **Automatic Energy Reporting** box, and enter the PTS System ID that you recorded earlier. Click **Save** to re-enable the function. You may need to refresh the page for it to display the re-enabled meter.