

Application Note – Creating a New Site on the Monitoring Platform

Version History

- Version 1, February 2023 – first issue

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Introduction

The SolarEdge Monitoring Platform offers a convenient “Create Site” wizard that allows you to create a new site in just a few steps:

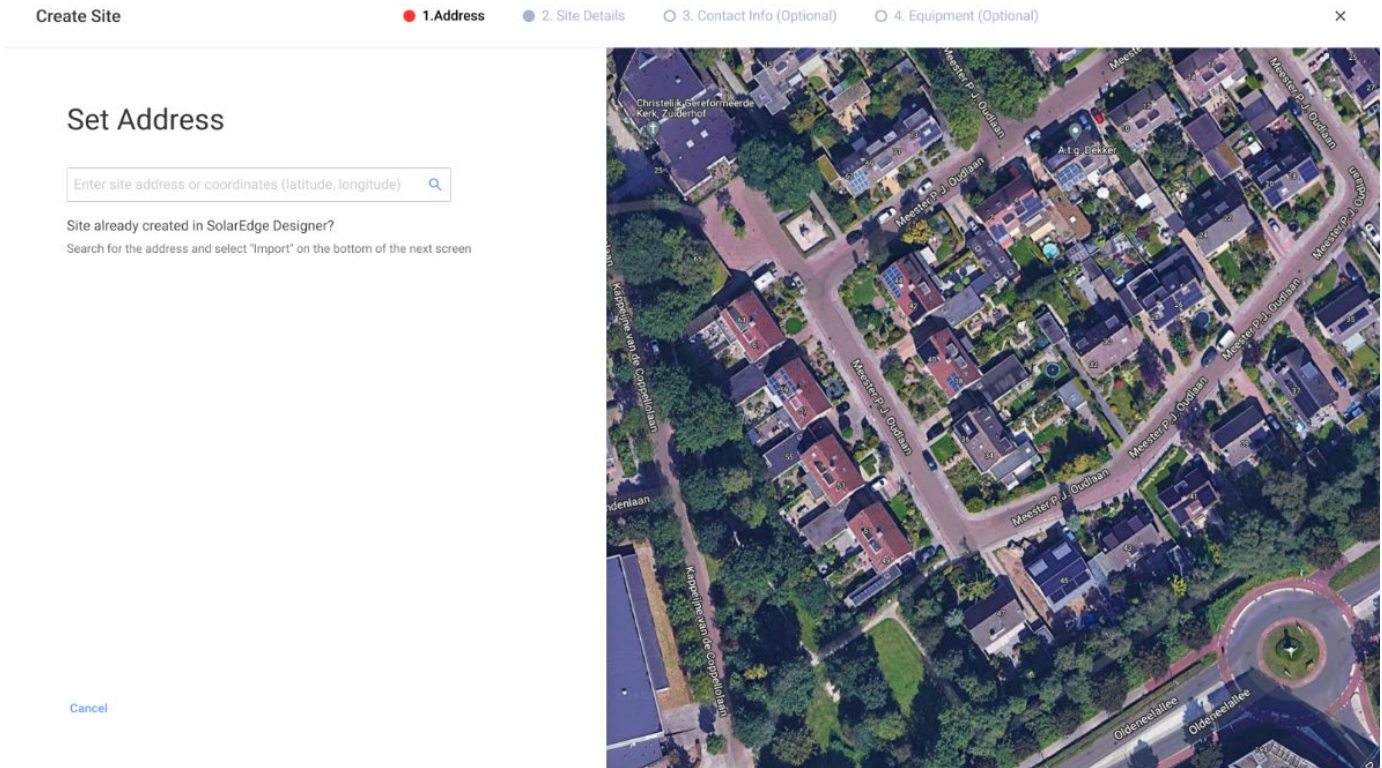
- Set the site address
- Add site details
- Add system contact / homeowner information
- Add equipment details (optional step)

Using the Wizard to Create a Site

Use the following procedure to create a new site on the Monitoring Platform using the wizard.

→ To create a new site on the Monitoring Platform using the wizard:

1. **Step 1 – Address.** Click on the **Create Site** button in the top right of the Sites List page. The first Create Site page appears as shown in the figure below.



2. Enter the site address or coordinates (latitude, longitude) in the address selection box, select the correct address from the Google address dropdown list, and verify the location on the map.



NOTE

The addresses appearing in the dropdown list automatically populated by Google and cannot be edited.

- If you wish to change the address, drag the pin on the map and click **Update To This Address** or enter another address in the address selection box.

Create Site ● 1. Address ● 2. Site Details ● 3. Contact Info ○ 4. Equipment (Optional) X

Set Address

Evergreen 2 San Diego 1635475 United States Q

Latitude 32.837689 Longitude 74.364789

Address 1

Address 2

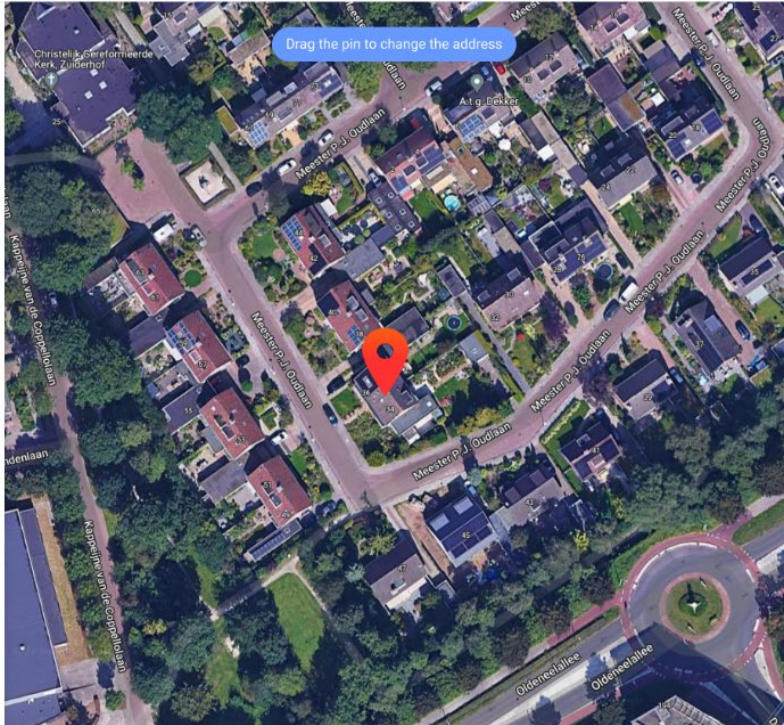
City State

ZIP code Country

Site already created in SolarEdge Designer? [Import From Designer](#)

[Next](#)

[Cancel](#)



- Potential Monitoring duplication:** Once the address is selected, the system will search for potential duplicate Monitoring sites to ensure that the same site was not created previously. Sites with matching and nearby addresses under the same account may be found and listed. If you see that the site was already created, exit the process or else continue to create a new site.

5. **Import site from SolarEdge Designer – automatic matching:** The system also looks for existing design projects with a nearby or matching address in the SolarEdge Designer platform. If a design project is found, you can simply select the relevant project and click **Import**.

If a project has more than one design, a dropdown with all the design options will appear under the relevant project. Select the design option that is relevant to the project. If no design is relevant, click **Ignore and Continue**.

6. **Import site from SolarEdge Designer – manual matching:** you can also search for existing SolarEdge Designer projects manually by clicking “Import from Designer”

Create Site ● 1. Address ● 2. Site Details ○ 3. Contact Info (Optional) ○ 4. Equipment (Optional) ×

Set Address

Evergreen 2 San Diego 1635475 United States

Latitude 32.837689 Longitude 74.364789

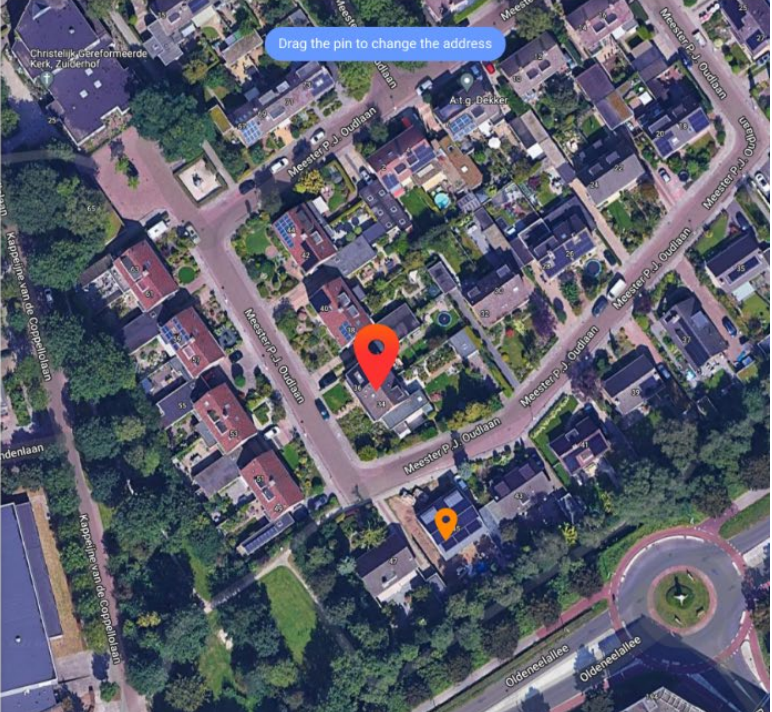
3 Existing Designer projects found with a matching address

We've detected matching Designer projects with a similar location to this site. Would you like to import the site details and layout?

<input checked="" type="radio"/> Davidsons fields ↗ Evergreen 3 San Diego 1635454 United States Design1 with Battery	David Sun Created on Jun 3, 2022
<input type="radio"/> Castle Black ↗ Evergreen 7 San Diego 1635466 United States	Andrew White Created 2 days ago
<input type="radio"/> Richard Davidson & Co ↗ Sunflowers & Winds Rd.52 San Diego 1635466...	Richard Davidson Created 26 min ago

[Find another Designer project](#)

Cancel



7. Step 2 – Site Details. Enter the site details, as shown in the figure below.

Create Site

● 1. Address ● 2. Site Details ● 3. Contact Info ○ 4. Equipment (Optional) ✕

Add Site Details

Residential Commercial ?

Site Name ?

Installation Date ?

Est. Peak Power ?

Account

Group ?

Revenue Calculation ?

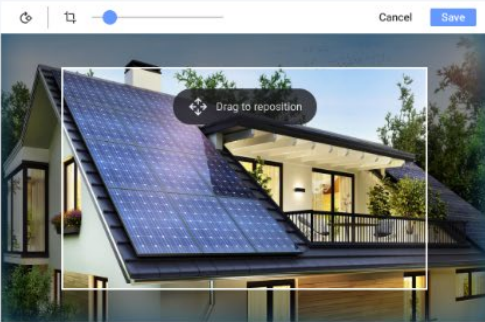
Alerts Profile ?

Notes

Optional (Not visible by system owners)

Back Next

Cancel



Application Note – Creating a New Site on the Monitoring Platform

The fields on this page are described in the table below:

Field	Description
Installation Type	Residential or Commercial. The dashboard view depends on the site type selected.
Site Name	The site name. Note: This name must be unique.
Installation Date	The site installation date. The installation date must be within the range: <ul style="list-style-type: none"> • No earlier than 12 months before the current date • No later than 6 months after the current date
Est. Peak Power	Specifies the installed peak power of the site – the sum of all rated Module STC power. Relevant for PV systems only.
Account	The account to which this site belongs. This field will be presented only for accounts with sub-accounts
Group	(Optional) Enables you to group your fleet according to your business needs and quickly filter and view the sites in each group. You can create a new sites group under ' Manage Groups ' from the Group drop-down list in the 'Sites List' page. Groups are saved at the account level. This field will be presented only for accounts that have created Sites Groups previously.
Revenue Calculation	(Optional) The revenue value is an estimation of the expected revenues and may be used as an indication of the system's ROI. <ul style="list-style-type: none"> • "Flat rate" is for sites with a fixed daily tariff. • "Time-of-use" is for sites where the tariff varies seasonally, daily, or hourly. For this option, select the "Flat rate" and change it later in the Site's 'Admin' tab, using the 'Revenue' sub-tab.
Alerts Profile	(Optional) An Alerts Profile is a set of alerts that you can apply to sites with similar characteristics, such as residential, commercial, or sites in a specific region. You can create and view Alerts Profiles on the ' Alerts ' page in the ' My Account ' tab.
Notes	(Optional) General information of interest about the site (will not be visible to system owners).
Site Image	(Optional) Drag your site image here or browse. JPG, PNG, and HEIF files are supported. Image size should not exceed 4MB. You can rotate and crop the uploaded image. If no image is added, your account's logo will automatically appear.

8. **Step 3 – Contact Info.** Add the site contact information, as shown in the figure below. Make sure to enter the information accurately, as it may be used to contact them should the need arise.

Create Site

● 1. Address
 ● 2. Site Details
 ● 3. Contact Info
 ○ 4. Equipment (Optional)

✕

Add System Contact Info

First Name Last Name

Email


Phone

Send registration request to user ?

Language Access Site Ownership


You can always add site users later in Site 'Admin' under 'Site Access'

Cancel



9. **Send registration request to user.** If checked, the user receives a registration email, inviting the user to register using the mySolarEdge app once the site is created. In this step you can also set the permissions you would like to give to this user, as described in the table below:

Field	Description
Language	The language in which emails to the user and monitoring data will be presented.
Access	Choose one of the permission levels in the dropdown list box: <ul style="list-style-type: none"> Full access role allows the system owner to access the Dashboard, Layout, Chart, Reports and Alerts tabs. Dashboard & Layout role allows the system owner to access the Dashboard and Layout tabs. Dashboard role allows the system owner to access to the Dashboard tab only.
Site Ownership	The site owner is also able to access the Site Admin tab and control smart energy appliances, if available.



NOTE You can always add site users later in the Site **Admin** tab, using the '**Site Access**' sub-tab.

10. **Step 4 – Equipment (optional).** Add the equipment details. Adding equipment details will allow you to view all site information online and facilitate remote diagnostics operations.

Create Site

● 1. Address
 ● 2. Site Details
 ● 3. Contact Info
 ○ 4. Equipment (Optional)

✕

Add Equipment

Inverters

To view all site information online and facilitate remote diagnostics, the Inverters serial number must be entered.

Serial Number (?)

XXXXXX - 0 - [Add another Inverter](#)

Modules

Manufacturer Model

Smart EV Chargers

Serial Number (?)

- [Add another EV Charger](#)

You can always fill these details later in Site "Admin" under "Logical Layout".

[Cancel](#)

The fields on this page are described in the table below:

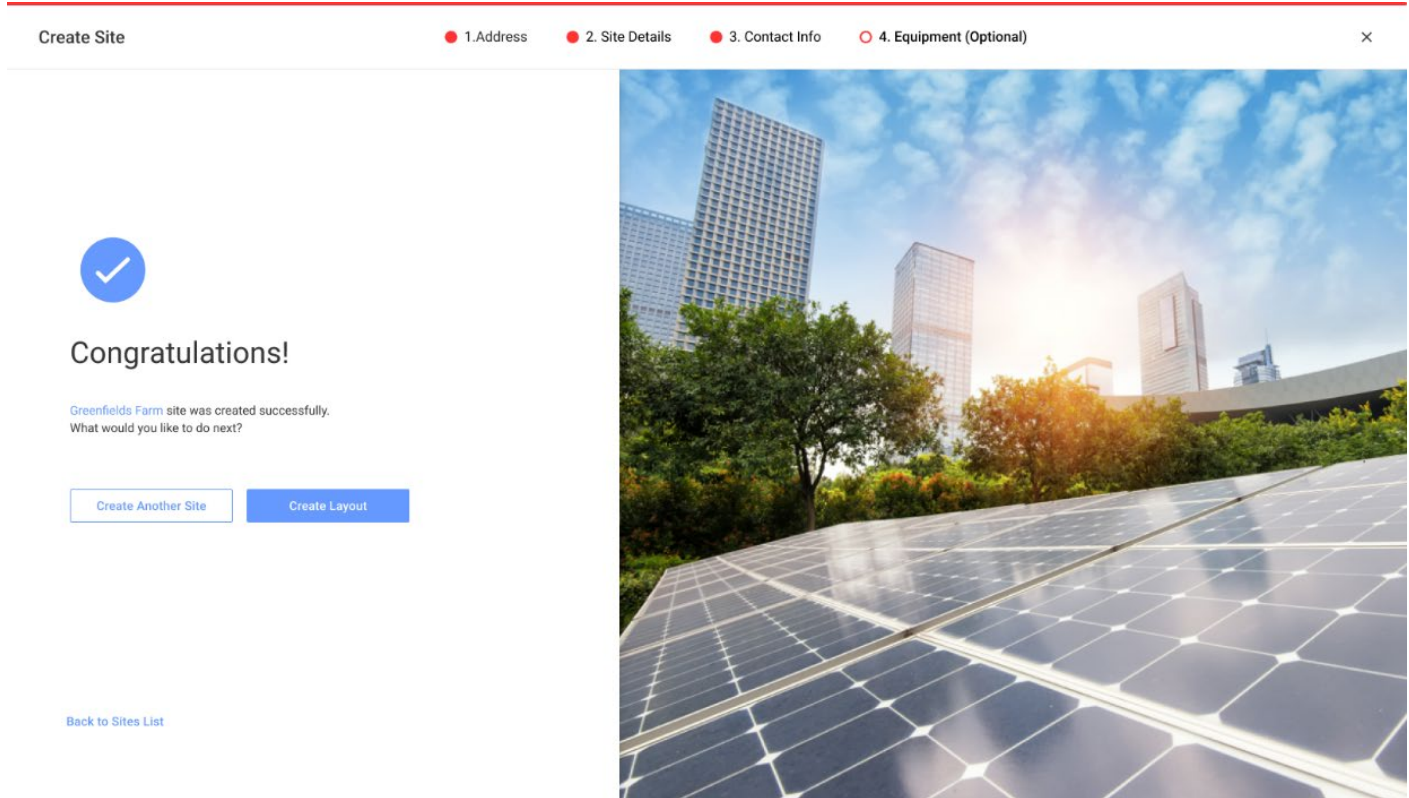
Field	Description
Inverter	Enter the last 10 digits of the inverter serial number, in the format: XXXXXXXX XX. For example, if the product serial number is SF0112A-07F123456-1B, enter: 7F123456 1B. The serial number is printed on the device label. The system checks the validity of the value that you enter here.
Modules	Select the module manufacturer and model. If your model is unavailable, select Can't find your model at the bottom of the drop-down menu, and enter the information for the new model.
Gateways	Enter the last 10 digits of the gateway serial number, in the format: XXXXXXXX XX.
Smart EV Chargers	Enter the last 10 digits of the smart EV charger serial number, in the format: XXXXXXXX XX.



NOTE

If you do not have this data, you can always fill in these details later in the Site 'Admin' tab, using the 'Logical Layout' sub-tab.

11. Click the **Finish** button to complete the site creation. You will then have the option to **Create Another Site**, **View Layout**, or go **Back to the Sites List**.



Once communications with your inverter are established, and the inverter has had time to generate reports, the Power Optimizers will automatically report themselves to the monitoring portal so you may complete the site's physical layout.

Support Contact Information

If you are having technical problems concerning SolarEdge products, please contact us:



<https://www.solaredge.com/service/support>

Before contacting SolarEdge, make sure to have the following information at hand:

- The model and serial number of the product in question.
- The error indicated on the LEDs, the SetApp mobile application, the LCD screen, or on the monitoring platform, if there is such an indication.
- System configuration information, including the type and number of modules connected and the number and length of strings.
- The method of communications with the SolarEdge server, if the site is connected.
- The product's software version as it appears in the ID status screen.