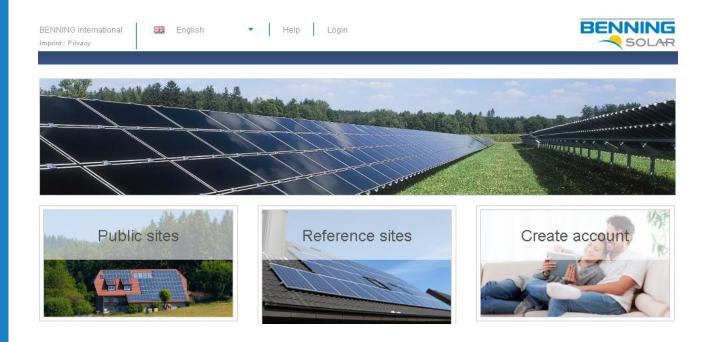


BENNING SOLAR Portal



Operating Instructions

Document: 4875en | 02.06.2014 | Revision 1.0



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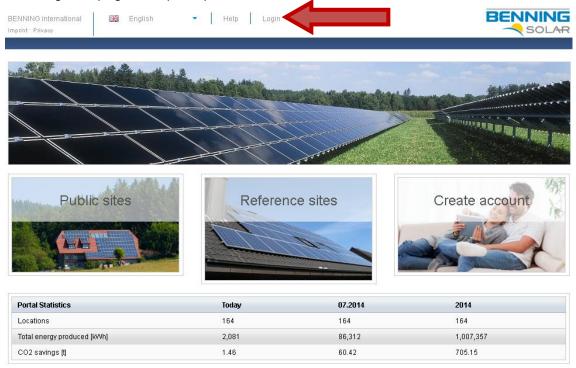
1 General Notes

Thank you for purchasing a BENNING photovoltaic inverter. This document provides you with simple instructions on how to setup your photovoltaic inverter in the BENNING SOLAR Portal.

The BENNING SOLAR Portal enables you to view the status of your PV system and your yields from anywhere and at any time.

2 First Steps

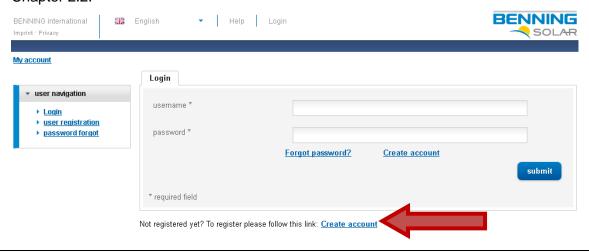
Call up the website: http://www.portal.benning-solar.com/ in your Internet browser. The following web page will open up:



Click on "Login" to register with the BENNING SOLAR Portal.

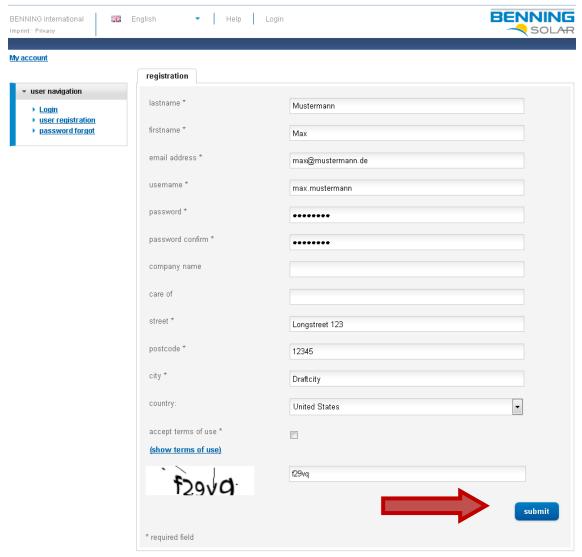
2.1 User registration

If you do not have a user ID yet, please click on "Create account"; otherwise continue with Chapter 2.2.





Complete the registration form and confirm by clicking on "send".



Click on "Show terms of use" to access the BENNING SOLAR Portal terms of use.

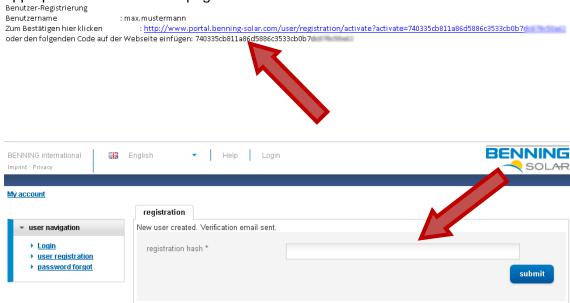


You will receive an email with a link.

Click on the link to activate your user account.

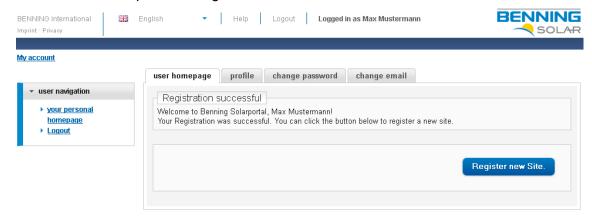


If your email programme does not support this function, please copy the code into the appropriate box on the web page.



Once you have completed this procedure, either by clicking on the link in your email or via the form on the website, the following page will open with confirmation of your registration.

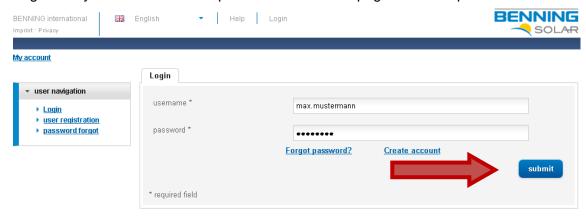
You are now automatically registered with the Portal. Continue with Chapter 2.2 "Login".





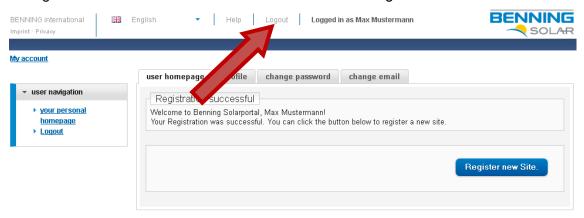
2.2 Login

Login with your user name and password. Your start page will now open.



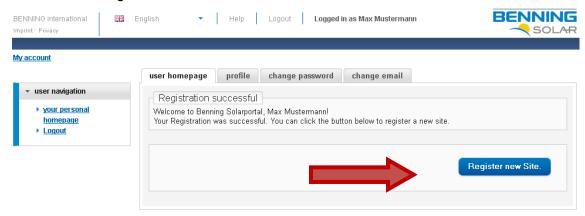
2.3 Logout

To log out of the BENNING SOLAR Portal click on the "Logout" button.



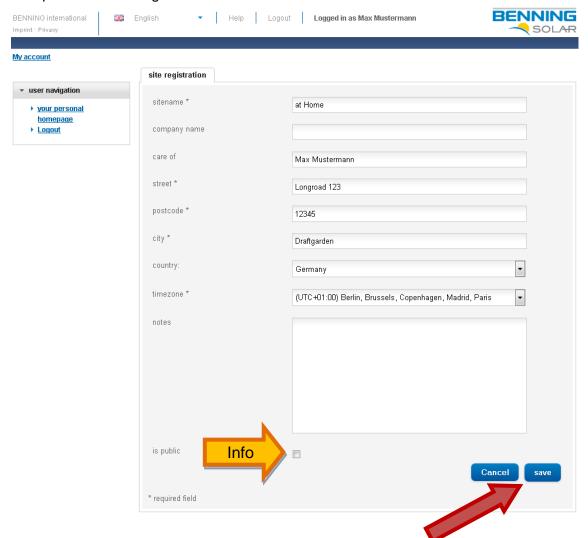
2.4 Registering and configuring a location

Click on the "Register new location" button in order to create a location.



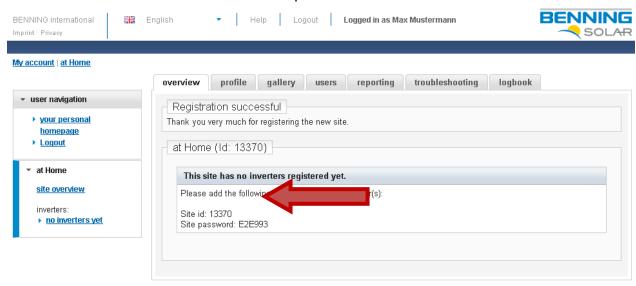


Complete the following form.



Tick "Public" if you wish to allow all users of the SOLAR Portal to view your location. Confirm your entries by clicking on "Save".

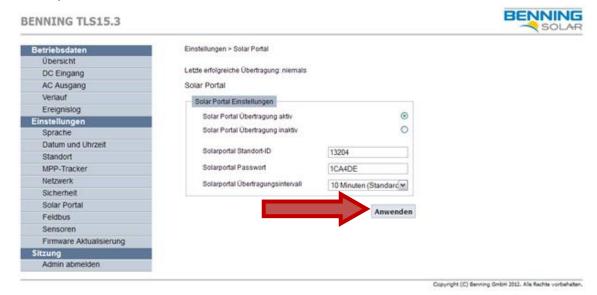
You will receive a location ID and a location password.





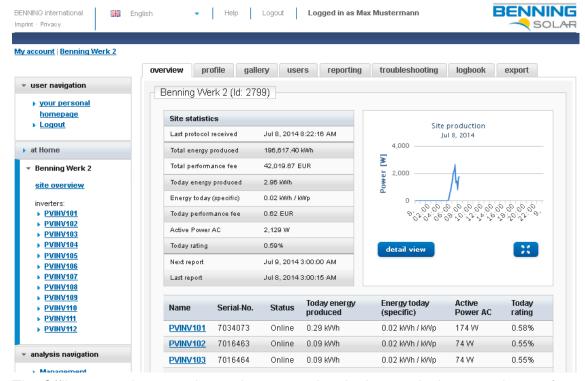
2.5 Assigning a location to devices

Follow the instructions in the "Installation & Operating Instructions" of your photovoltaic inverter to log in to the integrated web server of your inverter. Navigate to the page "Solarportal".



Enter your location ID and your location password in the appropriate boxes. Next confirm by clicking on "Apply".

When you then change to the BENNING SOLAR Portal, you will see your inverter and your location; this may take a few minutes.

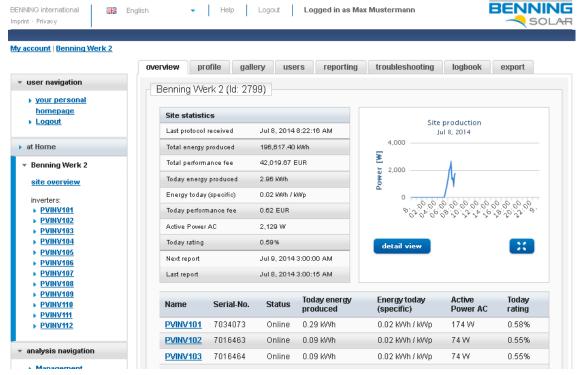


The Offline status is correct here; please note that the inverter in the example transfers the measured data to the Portal every 10 min.



2.6 Your start page

When you log in to the SOLAR Portal, your start page will open automatically. This page gives you an overview of all your locations.



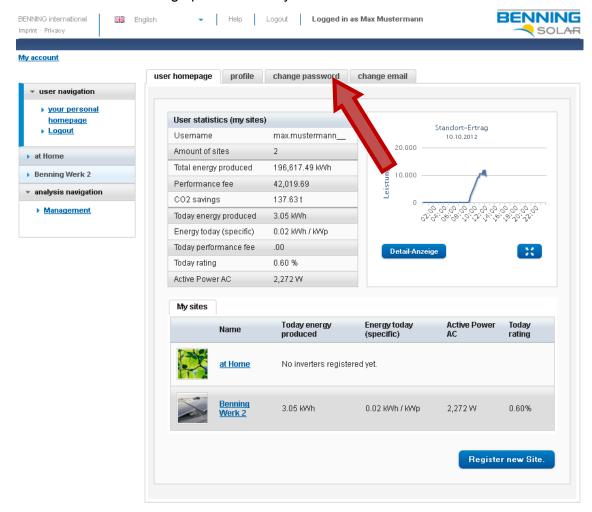
At the bottom of the screen under "My locations" you can see the locations for which you are the "Location owner" or the "Location Admin." Under "Other locations" you can see the locations for which you have been registered as a "User". These locations need not necessarily be public. Your neighbour, for example, can give you authorisation to use his location, so that you can compare your PV system with his more easily.



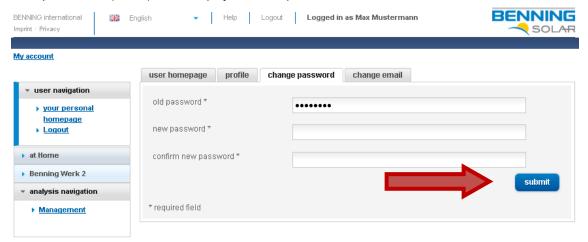
3 Extended Functions

3.1 Changing your password

Select the button "Change password" on your start screen.



On the following web page you will be requested to enter your current password and your new password (twice). To adopt your new password click on "send".

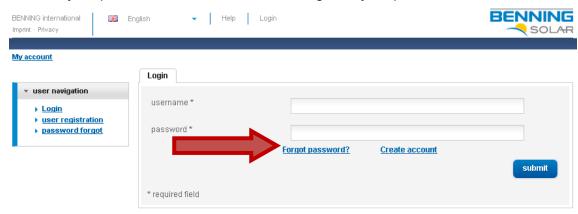


Your personal password must have at least 5 characters. If your password does not fulfil the requirements, you will receive an error message and will be requested to adapt your password to the criteria.



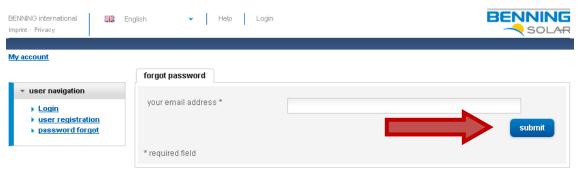
3.2 Password forgotten

To reset your password click on the button "Forgotten your password?".

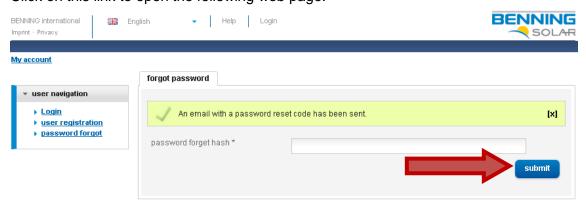


The following web page will open up in which you must enter the email address you used to register with BENNING SOLAR Portal.

You will receive an email with a confirmation link.



Click on this link to open the following web page.

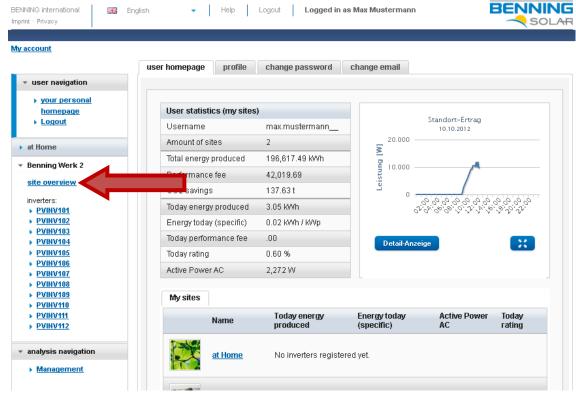


Enter a new password twice and confirm the double entry by clicking on "send". You have now successfully reset your password.

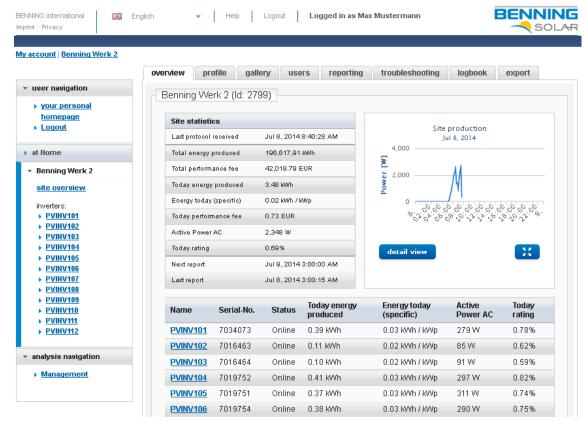


3.3 Location functions

Select your location and click on "Location overview".



The following web page will open up:



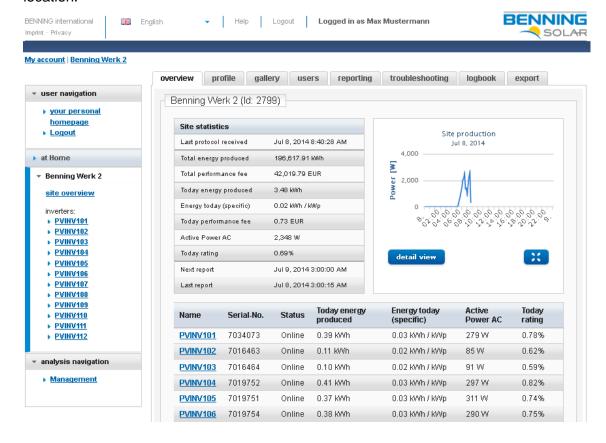
You will see several menu items at the top of the screen: "Overview", "Profile", "Gallery", "Users", "Reporting", "Emergency Plan", "Log" and "Export".



3.3.1 Overview

The overview is also the start page of the location. You can see the status incl. the most important technical data of the location here.

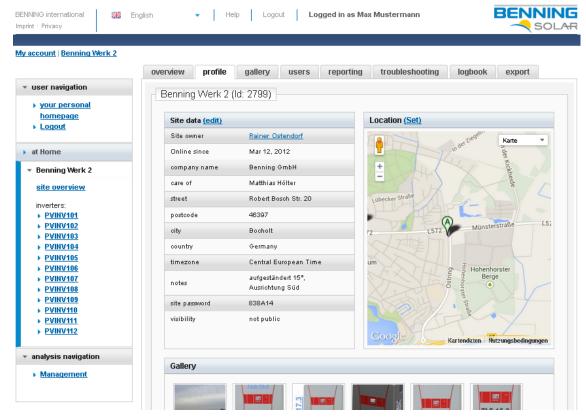
At the bottom of the screen you can see a list of all the inverters connected to this location.





3.3.2 Profile

This page shows you the most important data that you have entered, such as the contact person, the address and the password of the location etc.



Visibility of the location, "not public" in this case, indicates whether the location is displayed in the overview of the BENNING SOLAR Portal or, as in this example, not displayed.

The location password is only visible for you or for users you have entered as an "Installer" or as "Location admin.". Users that you have entered as a "User", e.g. your neighbour, can not see the location password.

You can edit your location data at any time by clicking on the "Edit" button and entering your changes in the window that then opens.

To set the location click on "Set" above the map section. The new location can now be set by clicking in the map."

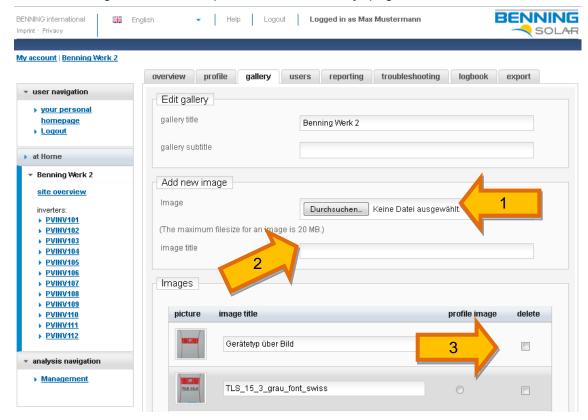
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3.3.3 Gallery

You have the possibility of having photos of your photovoltaic system displayed in your location profile.

You can configure the desired photos via the "Gallery" page.



To upload photos to the Portal, first click on the "Search" button and then select the picture on your computer.

You can give your picture a name, to do this enter the desired title in the box. "Picture Title".

To complete the procedure, click on "send".



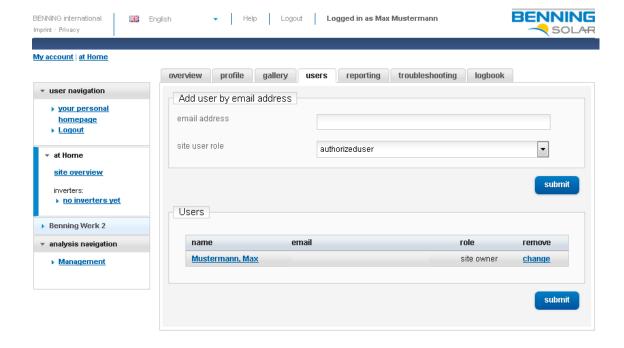
3.3.4 User

You can create other users for the purpose of informing other persons in the event of a fault, for example.

To do this, enter the email address of the user in the appropriate box and select the role of the location user.

The authorisations of the individual user roles are as follows:

A	uthorisations:			
	Right	User	Installer	Location Admin Location Owner
	Viewing of system properties (Profile)	yes	yes	yes
	Viewing of device properties (inverters)	yes	yes	yes
	Viewing of report configuration	no	yes	yes
	Changing and deleting page contents	no	yes	yes
	Changing system properties (Profile)	no	yes	yes
	Editing calculated channels	no	yes	yes
	Viewing and acknowledging system log	no	yes	yes
	Importing data	no	yes	yes
	Viewing of user administration	no	no	yes
	Adding, deleting users, assigning roles	no	no	yes





3.3.5 Reporting

In order to receive information about your photovoltaic system you can have a report sent to you at regular time-based intervals.

Select the interval: monthly, weekly, daily, never.

Select whether you wish to add your log to the time period or not.

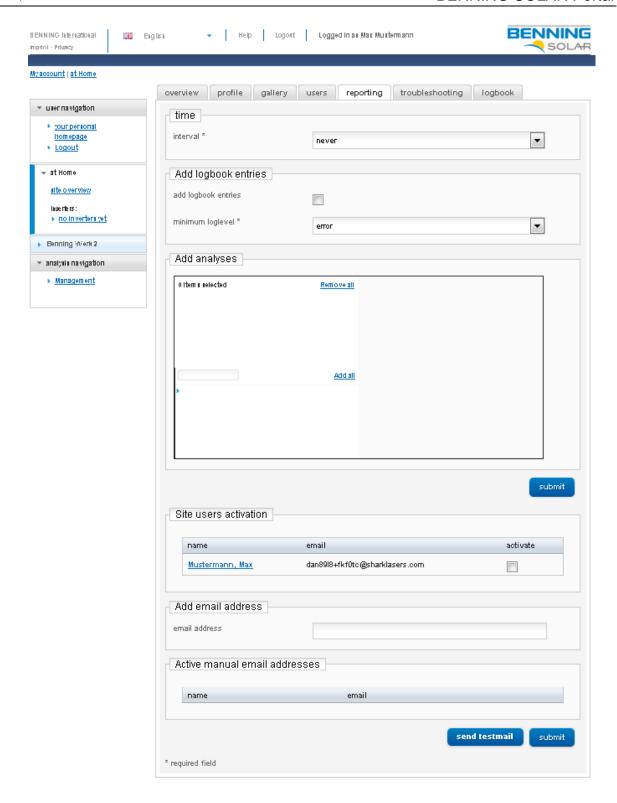
Select the analyses¹ that should be added to the report.

Select the mailing list to which the report should be sent. The recipients need not be registered with the SOLAR Portal.

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¹ Explained in Chapter 3.5 Analysis and Comparison functions







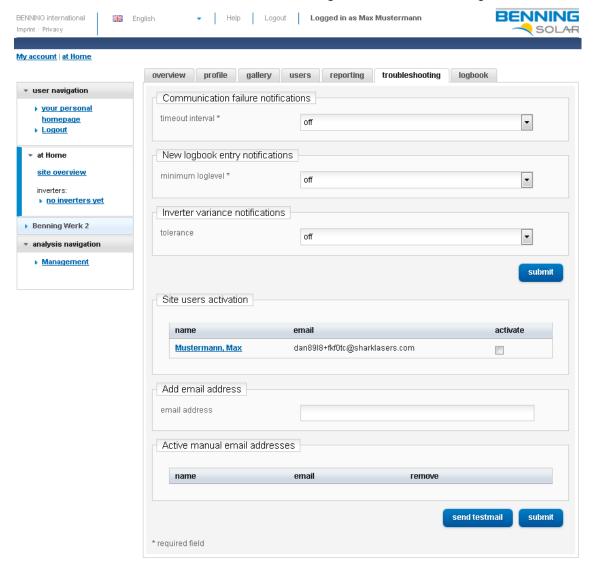
3.3.6 Emergency Plan

In order to receive information about any important incidents, you have the possibility of creating an emergency plan.

You can for example, have a message from the BENNING SOLAR Portal sent to you in the event of a breakdown in communication lasting longer than 30 minutes.

You can also have information sent to you if one of your inverters signals a FAULT or its specific output deviates from a set tolerance range compared to your other inverters. A "standard" output is used as the basis of the calculation in this comparison.

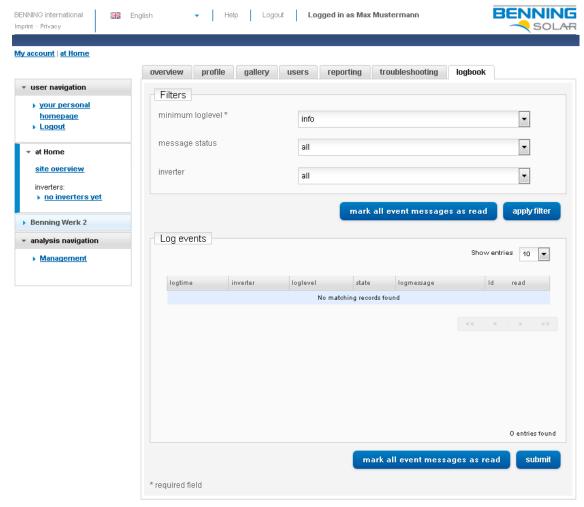
To activate this function select the desired settings and the email mailing list.





3.3.7 Log

You can view the information, warnings and fault messages of your location on this page. The filter at the top of the screen can be used to select the fault class (minimum log level), the message status (read / unread) and a specific inverter.



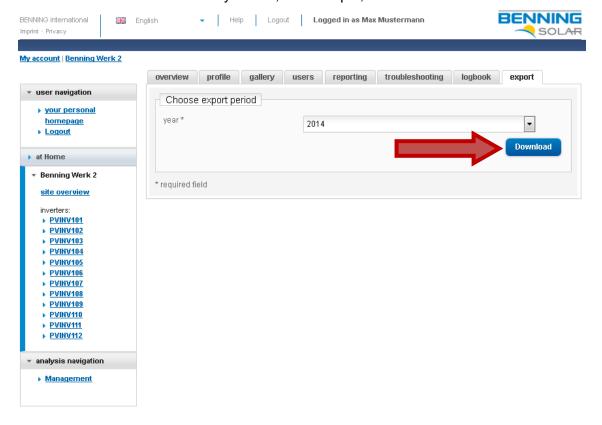
You have the possibility of marking all entries as read, to save you the trouble of having to mark all entries as read manually. To do this click on the button "Mark all incidents as read".



3.3.8 Export

To download your measured data to your computer locally, select the year and acknowledge your selection by clicking on "Download".

You will receive a *.csv file that you can, for example, edit further in Excel.

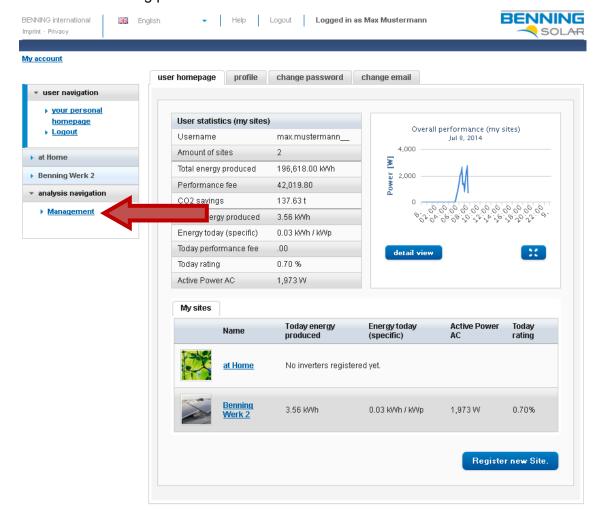




3.4 Sidebar

In addition to faster access to various functions, the sidebar also provides you with an overview of your locations. The locations are sorted and colourised according to their roles in the individual locations.

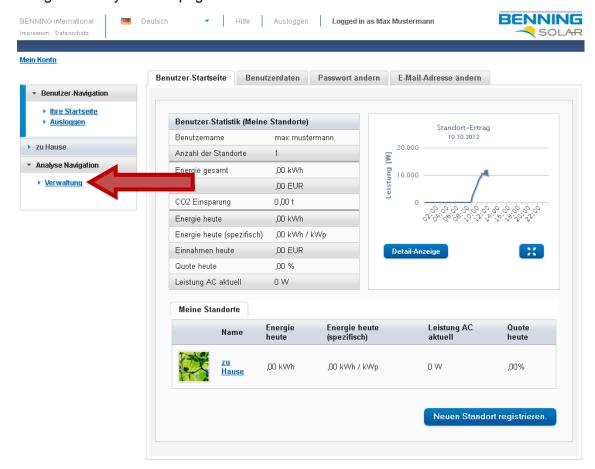
In this example the user "Max Mustermann" is the owner / admin of the locations "at home" and "Benning plant 2".





3.5 Analysis and Comparison functions

In order to use the Analysis and Comparison functions select the menu item "Analysis navigation" on your start page and then the submenu "Administration".

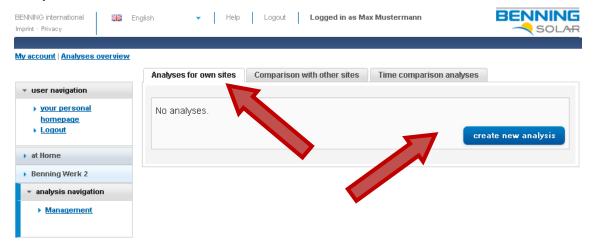




3.5.1 Analysis for your own locations

If the standard diagrams are not sufficient for you or if you wish to monitor very specific technical channels, you have the possibility of creating different analysis reports.

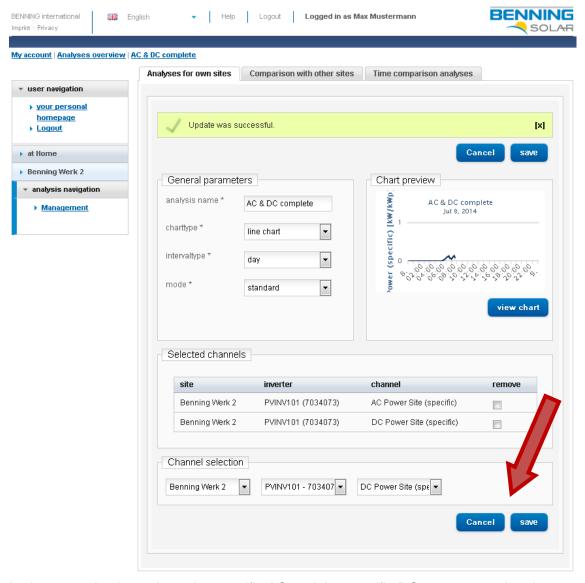
First select the "Analysis of my own locations" button and then click on "Create new analysis".



This will bring to the following page on which you can select the desired parameters. Select the desired type of diagram, the scaling of the time axis and the mode. Selection of the modes: Expert or Advanced provides you with a larger choice of measuring channels.

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In the example shown here the specific AC and the specific DC output over time is depicted in a diagram.

Please note that you must always select an inverter in order to get the menu for the full display.

You can also have the analyses for each inverter displayed specifically. The only way your wishes are limited is by the number of available measured values.

Please click on the "Save" button to display the preview.

You can add your location report to your analysis report from this point onwards. Please refer here to Chapter 3.3.5 "Reporting".

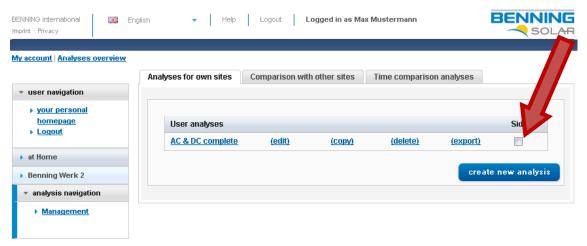
Edit: you can edit your report.

Copy: you can copy your report in order to edit the copy

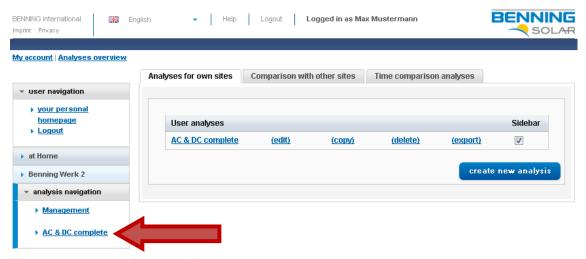
Delete: you can delete your report

Export: you can save your report locally





You can also have your configured report displayed in the sidebar, to do this tick "Sidebar" and wait a minute.

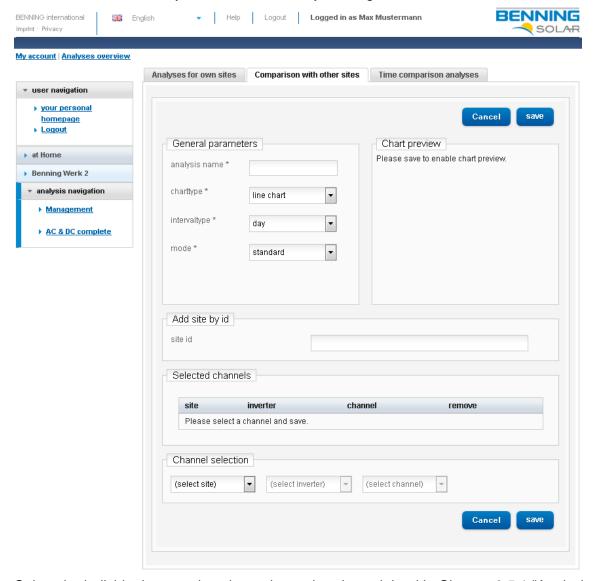


Your report is now in your sidebar.



3.5.2 Comparison with other locations

If you operate more than one location and would like to compare your locations with each other or to display the individual inverters of both locations in a diagram, you can do so on this page. You can also compare your locations with other locations, e.g. public locations or locations released for you such as those of your neighbour.



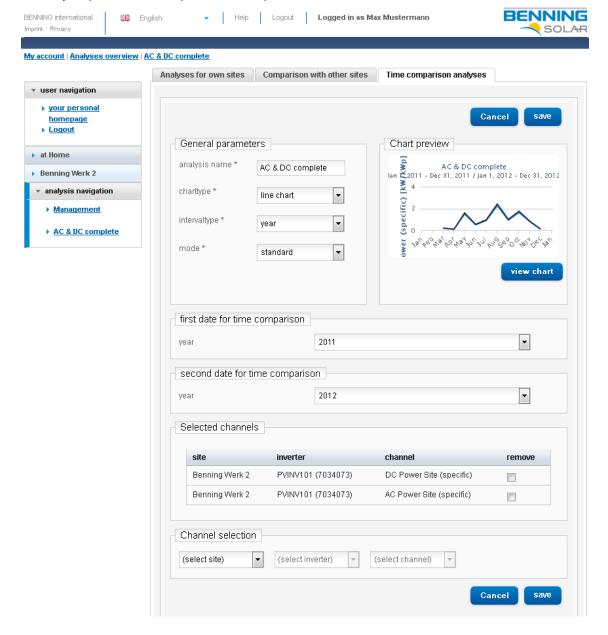
Select the individual measuring channels as already explained in Chapter 3.5.1 "Analysis for your own locations". In addition to your own locations you can also add public locations, e.g. those of your neighbour.



3.5.3 Time period comparison analyses

You can use this function to compare the measured values of you PV system for different days, months or years, e.g. you can compare 01.08.2011 with 01.08.2012 or August 2011 with August 2012 or 2011 with 2012.

A calendar view enables simple selection of the two days, months or years to be used for the comparison, which you must then expand with the desired measuring channels as already explained in the previous chapter.

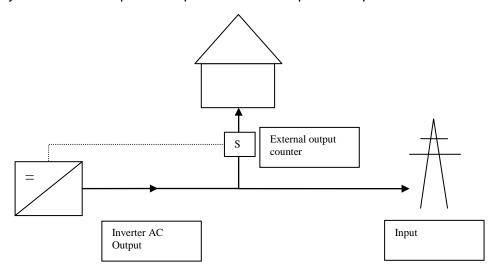




3.5.4 Self-consumption

The analysis functions of the BENNING Solar Portal can be used to carry out a detailed evaluation of the solar power consumed on the spot (Self-consumption).

To do this it is necessary to capture the output of the connected household/business enterprise using an external S0 counter. This allows the calculation of the proportion of your self-consumption compared to the total power output:



The Solar Portal provides three channels for this evaluation:

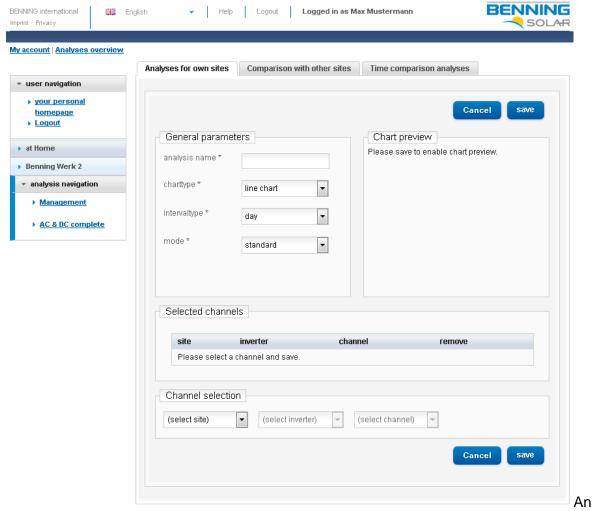
Energy/ Output: This channel displays the AC power output of the inverter (in W) in the day view. The energy generated by the inverter is displayed (in kWh) in the month and year view.

External output counter: This channel displays the power consumption (in W) determined by the external S0 counter. This is typically the power consumption of the connected household or business enterprise. This value can be higher than the power output of the inverter. If this is the case, electricity is being drawn from the grid.

<u>Self-consumption:</u> In the day view this channel displays the proportion of one's own power consumption compared to the power output of the inverter. This value can never be higher than the power output of the inverter. In the month and year view this channel depicts the amount of energy (in kWh) consumed by oneself.

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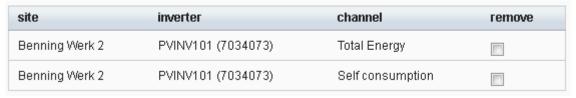




appropriate analysis can be created in the BENNING Solar Portal for evaluating one's self-consumption rate. To do this, proceed as follows:

Create a new analysis under "Analysis navigation" -> "Management".

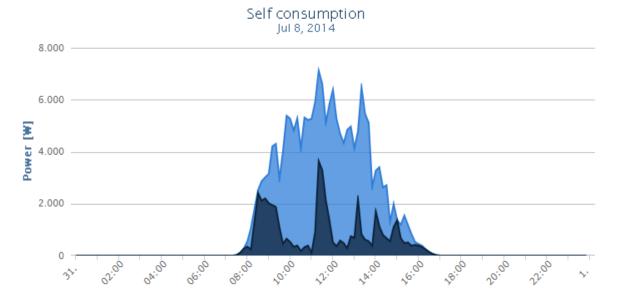
Add the channel "Self-consumption" to the new analysis. Then complete the channel "Energy/Output".



Finally save the analysis by clicking on "Save". A preview will appear based on the real measured data.

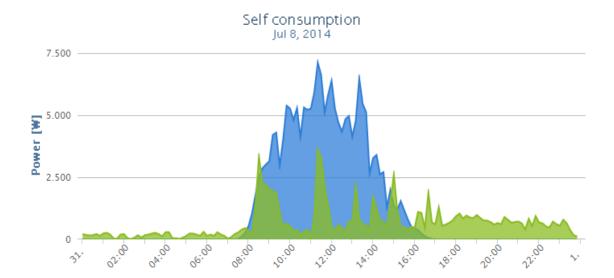


You can enlarge the preview by clicking on "Display diagram".



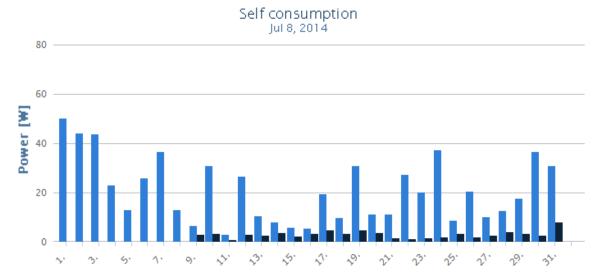
Two curves are displayed in the day view: AC output [W] and Self-consumption [W]. The channel AC output indicates the total power generated by the inverter, the channel "Self-consumption" the power consumed on the spot.

It could be interesting for further analysis purposes to view the total output of the connected household. To do this the channel "External output counter" can be added:





In order to evaluate one's self-consumption on a daily basis the type of diagram can be changed to a "bar chart". If day view is selected, the energy values of the day are displayed:



This makes it simple to evaluate your own daily consumption rate.

3.5.5 Display of the 70% output limit

It is possible to display the 70% limits permanently in an analysis, the point as of which a reduction in output is effected in some systems. To do this add the channel "70% generator output" to your analysis as indicated below.



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3.6 Replacing an inverter

In the event you have returned your device to BENNING for repair or replacement and have received a replacement device, it is quite simple to connect the replacement device to your location. All you have to do is enter the necessary data into your device as explained in Chapter 2.5 "Assigning a location to devices".

Next login to the BENNING SOLAR Portal as usual and navigate to your location.

You will now be requested in the location overview to approve the replacement of your device.

Replace this broken inverter with exchange inverter andrestorage (123456789)

Please note that the following conditions are mandatory:

- 1. The new device is assigned to the same location as the old one
- 2. The new device has the same field bus ID as the old one

If these conditions are not met, you will not be asked about a replacement.

In order to connect the replacement device with your location click on the button "Replace this inverter with ...".

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BENNING Solar

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