Configure ENERGY STAR Portfolio Manager and EnergyCAP UtilityManagement

ENERGYCAP.
UtilityManagement™

ENERGYCAP.
UtilityManagement™

ENERGY STAR®
PortfolioManager®

EnergyCAP UtilityManagement	Step	ENERGY STAR Portfolio Manager
Enter PM name in EnergyCAP UtilityManagement™ to complete connection request	**1**	Send connection request
Automatically accepted	**2**	Send sharing request
ENERGY STAR® connected and configured	**3**	Ready to receive billing data

When adding new sites and meters after connecting ENERGY STAR, start with step 4.

EnergyCAP UtilityManagement	Step	ENERGY STAR Portfolio Manager
Create sites and meters	**4**	Create properties and meters (optional)
Link sites and meters	**5**	Properties and meters
Submit billing data	**6**	Scores calculated
View scores and ENERGY STAR reports	**7**	Scores sent