Getting started with EnergyLink

An introduction to your online energy reporting and management tool

Welcome to EnergyLink

Your online energy reporting and management tool

EnergyLink provides you with the information you need to monitor and manage your electricity use, keeping energy costs down and asset productivity high.

How does it work?

The data captured by EnergyLink is based on interval data from your electricity billing meter provided from the Meter Data Provider (MDP) in 15 or 30-minute increments. Data is received daily for the previous 24-hour period. Depending on the MDP, weekend data may come through on Monday.

How do you use it?

This guide will step you through the main features of the platform:

A. Logging in
B. Sites list
C. Sites Dashboard
D. Site Power Usage graph
E. Online bills
F. Request reports, requesting NEM12 reports
G. Setting up additional users

A. Logging in for the first time

To log into your EnergyLink account for the first time, you will receive the following invitation email to log-in:
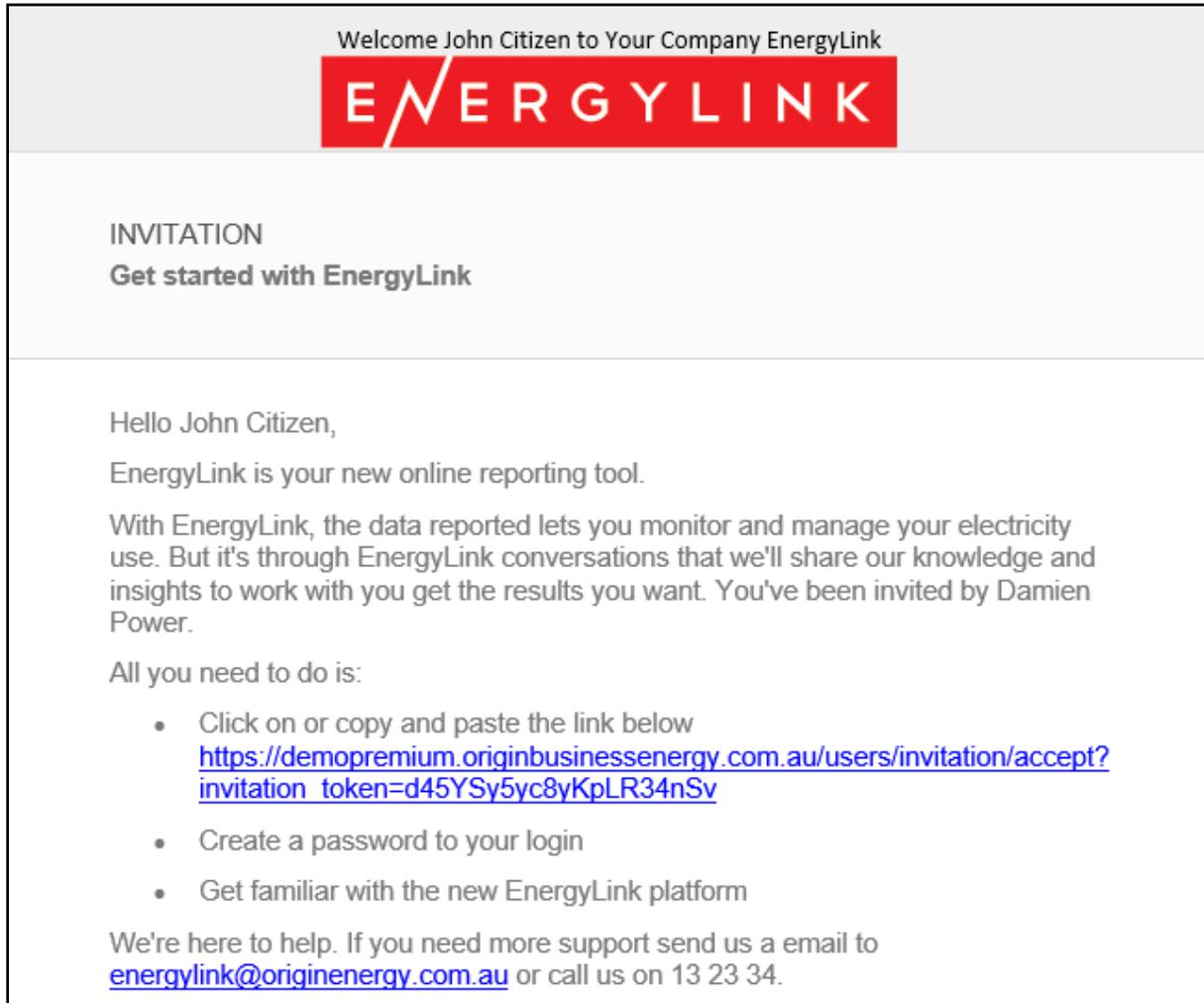
What you need to do:

1. Click on the hyperlink in the email.
2. The link will request that you set your password. Your password will require a combination of:
   - an upper-case letter
   - one number or symbol
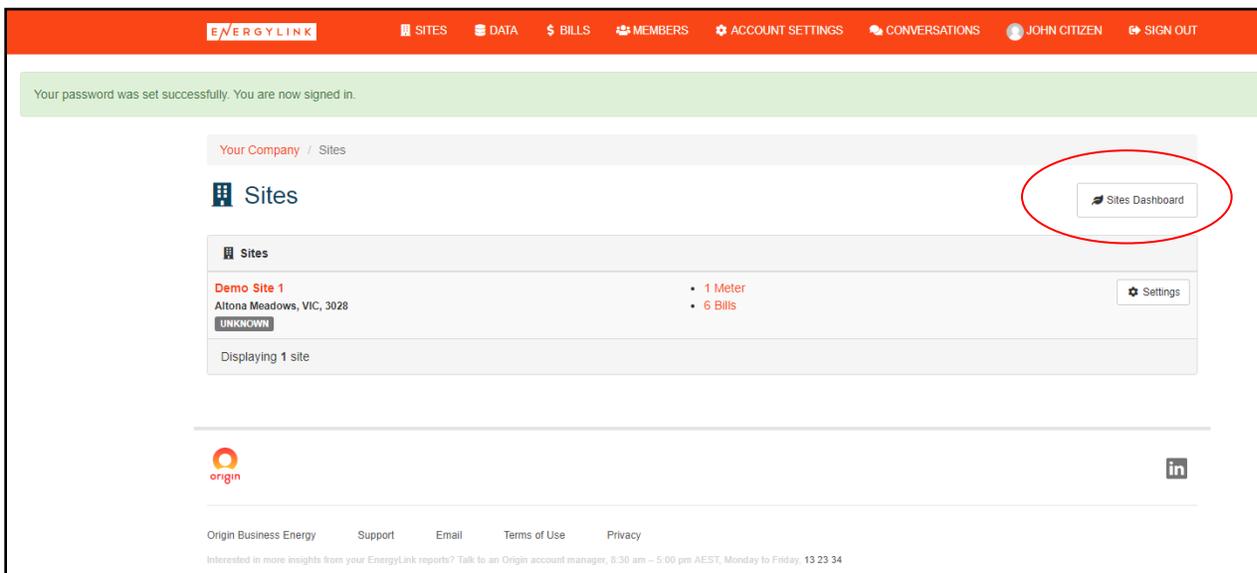   - minimum of 10 characters.
3. Click "Set my password" button
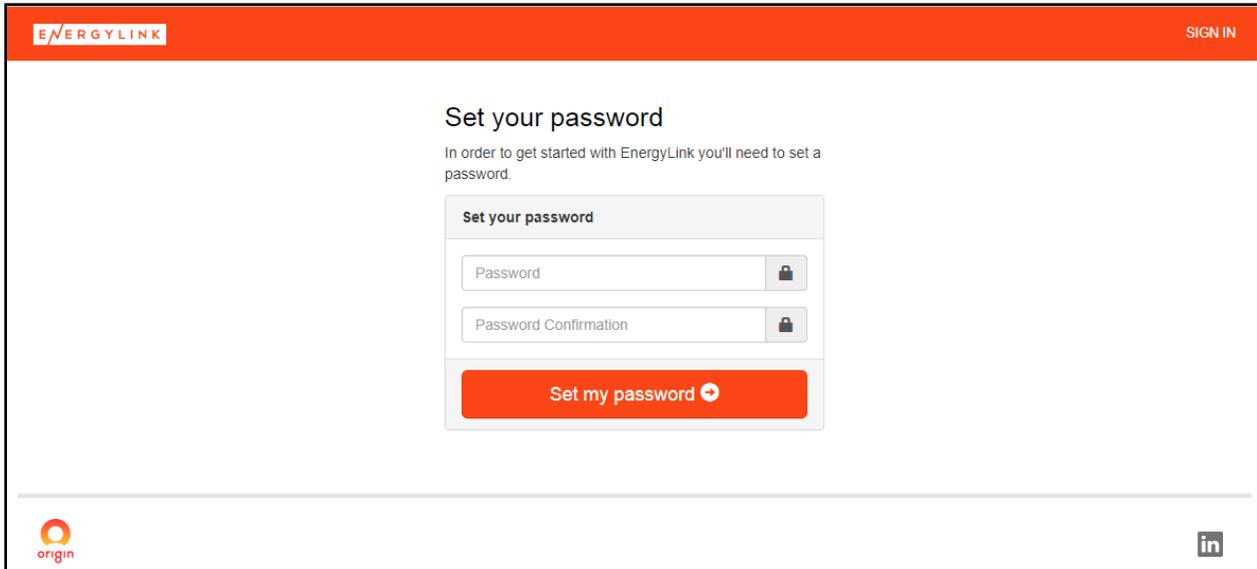
B. Sites

Once you've logged in, you will see a list of your sites.

For details on each site, click on the bills or meters links in red.

The "Sites Dashboard" button on the right of the page will give you a summary view of the energy consumed.
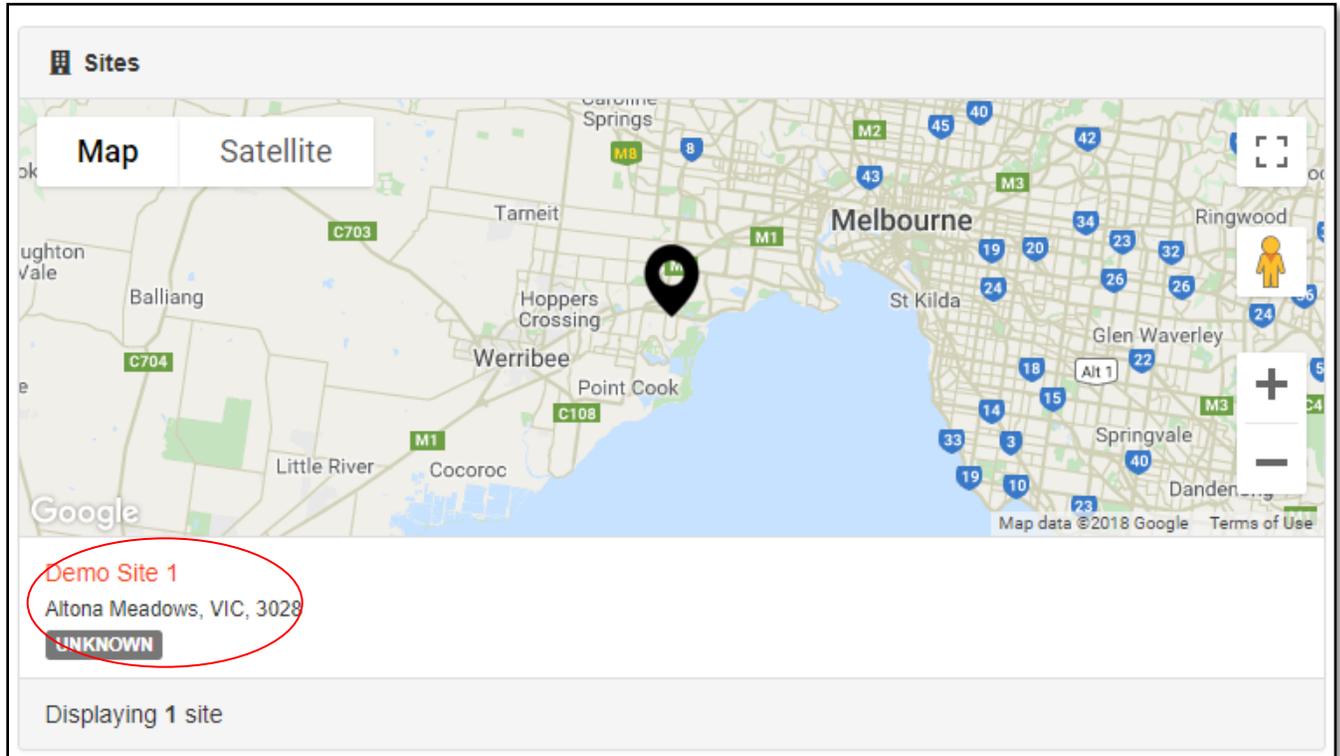
C. Sites Dashboard

The EnergyLink Sites Dashboard gives a summary view of your sites' energy consumed; within a given period, or a period that you set.

At a glance you can review year-on-year, month-on-month as well as emission statistics.
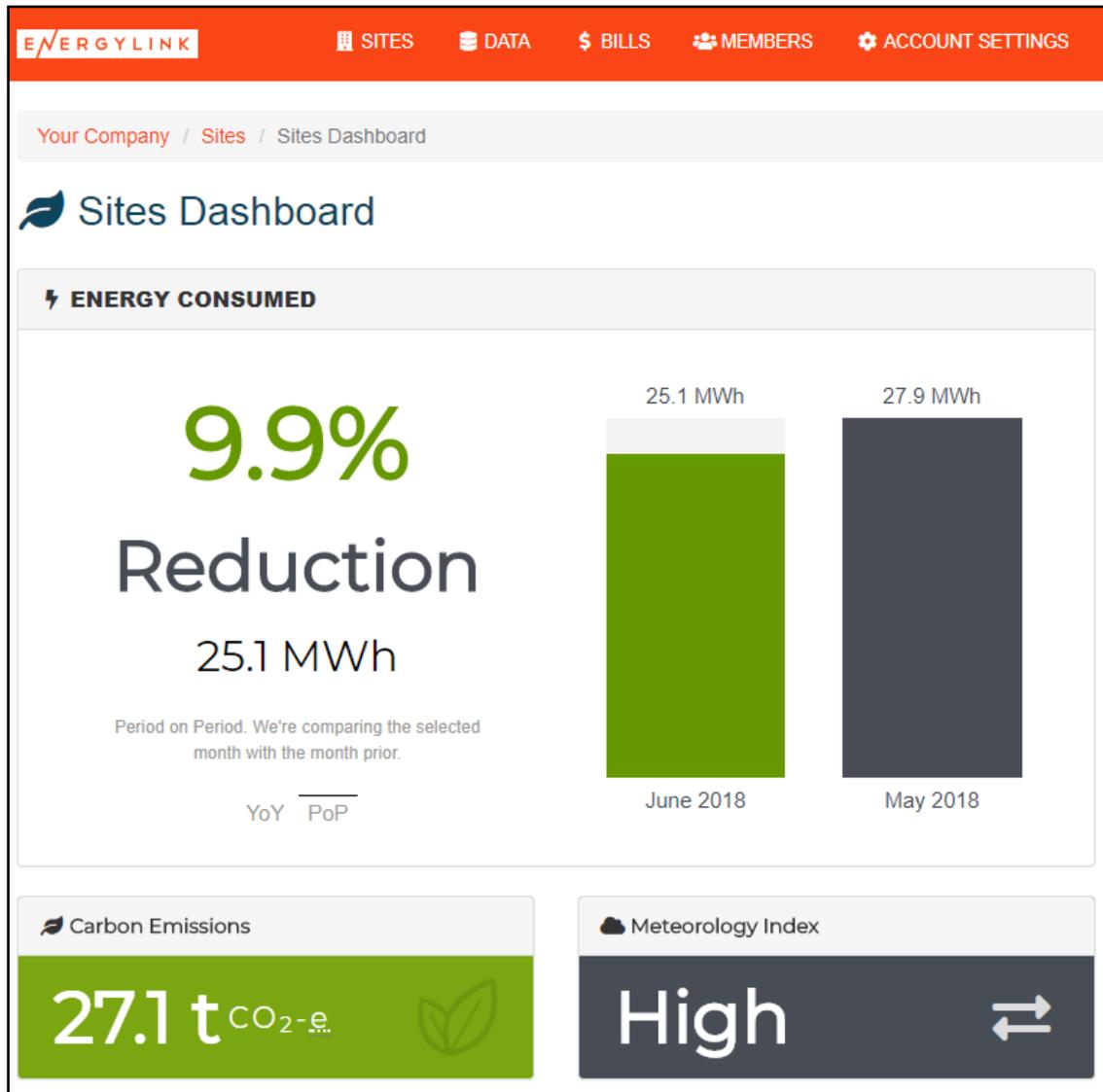
D. Site Power Usage graph

At the bottom of the Sites Dashboard page, your site locations are shown on a map:

By clicking on a site on the map, you can look at consumption in detail for any given 7-day period over the past 24 months (where 24 months of consumption data has been captured).

E. Bills

To check your bills online, click on the Bills button on the top navigation panel and all available bills will display on the page.

F. Request reports

To request reports, select Data on the top navigation panel.

Click Request Data from the drop-down menu.

You can select from the following parameters for the required report:

- Energy consumed (kWh)
- Apparent Power (kVA)
- Power Factor
- Real Power (kW)
- Real Power Consumed (kW)
- Inductive Energy (kVArh)
- Reactive Power (kVAr)
- Inductive Power (kVAr)

You can also indicate the time frame and measure you need.

Once you have selected the report parameters, you will receive an email to confirm the file is ready to be collected.

The report can then be found by clicking on the Data tab on the top navigation panel.

Click on Data Junction from the drop down menu. Your requested reports will be listed, available for downloading.

How to request NEM12 reporting:

1. Go to the Data tab and select Request NEM12 from the dropdown menu.

Once you have clicked the "Send request" button, you will see the following confirmation at the top of the screen:
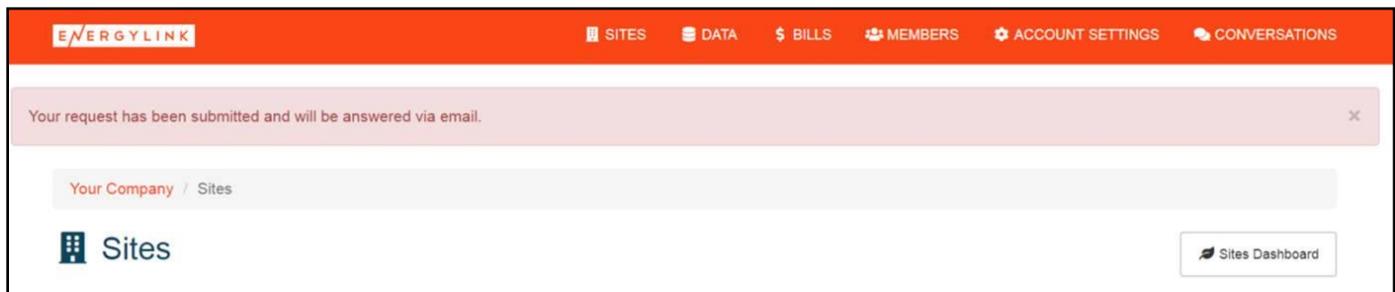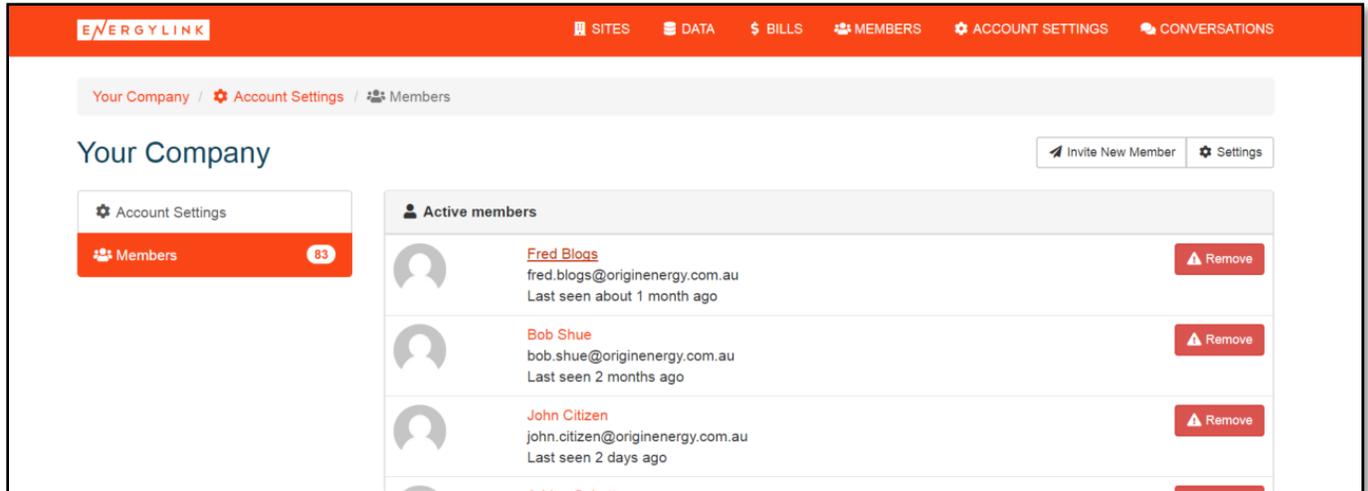

NEM12 reports will be emailed as a pdf file, to your email address provided.
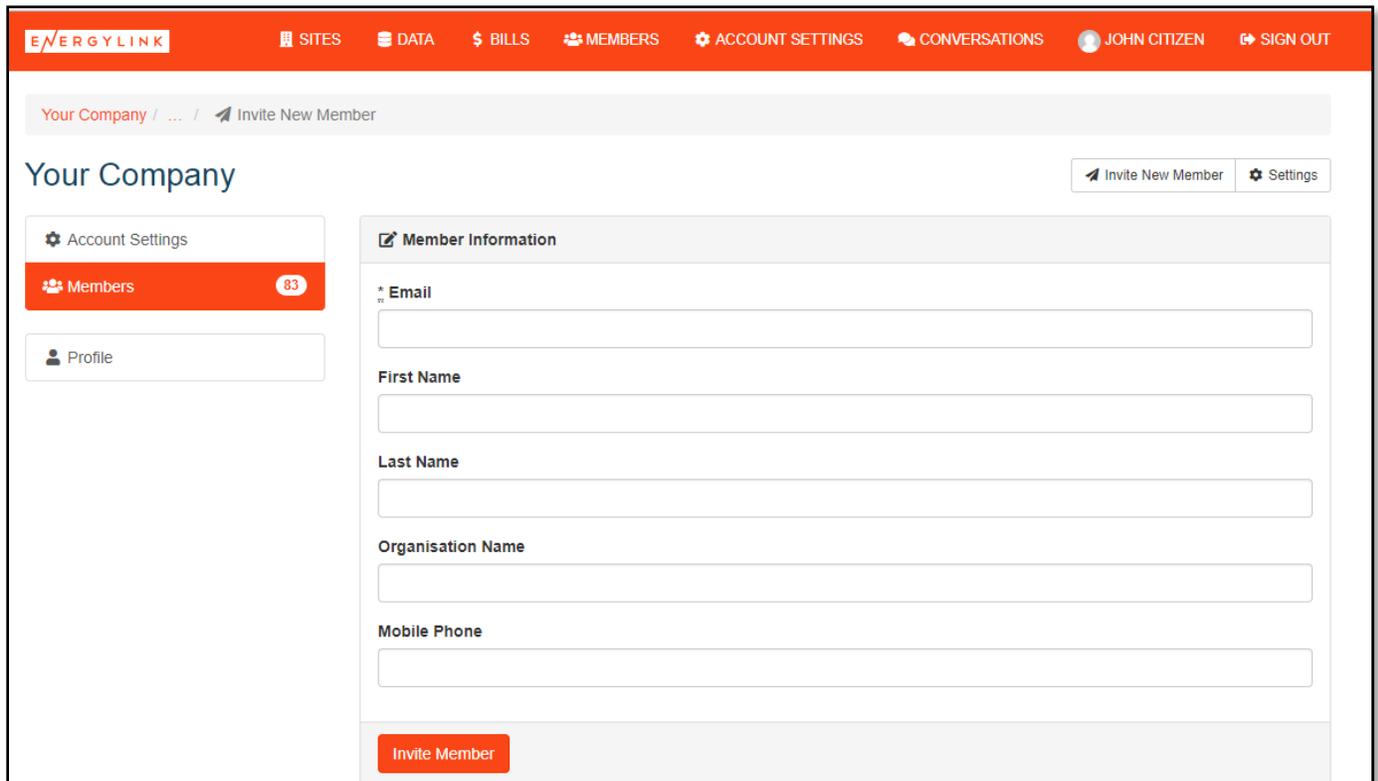
G. Setting up additional users

From the top navigation panel, click Members.

This page lists the people in your company who have access to the account:

Click on the "Invite Member" button to add new members.

EnergyLink gives you the data and reporting that can show you where to improve your energy use.

Chat to us about EnergyLink Premium

With EnergyLink Premium, you can leave the analysis to us. Our team of EnergyLink engineers can provide you with actionable recommendations for ongoing energy cost savings.

Email energylink@originenergy.com.au or call 13 23 34 for more information on EnergyLink or EnergyLink Premium.