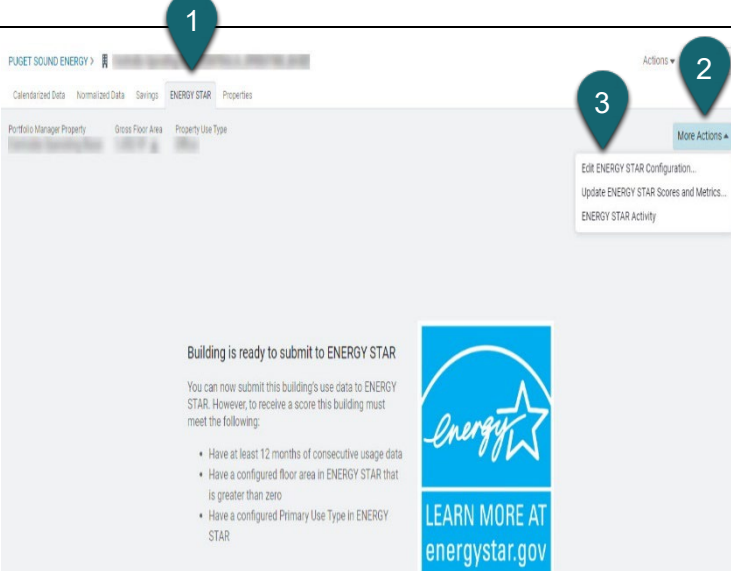
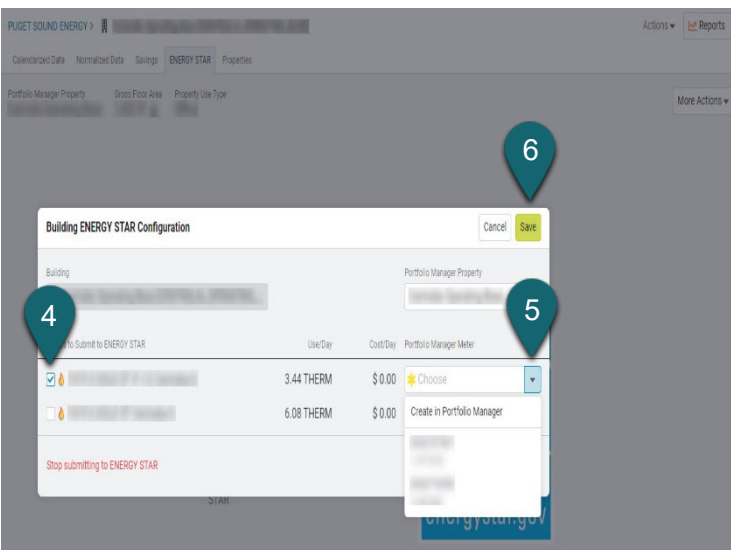


EnergyCAP: Configure Building with ENERGY STAR® Portfolio Manager®

Purpose	By the end of this job aid you will be able to link an account and building in EnergyCAP to an account and building in ENERGY STAR® Portfolio Manager®.
Audience	EnergyCAP customers and PSE users.

	<p>1 Click on the ENERGY STAR tab</p> <p>2 Click on More Actions</p> <p>3 And select Edit ENERGY STAR Configuration...</p>
	<p>4 Select Meter(s)</p> <p>5 From the dropdown menu, select (existing) Portfolio Manager meter that you want the data to upload to Or Create a new meter in Portfolio Manager</p> <p>Note: If you'd like EnergyCAP to create a new meter in Portfolio Manager, select "Create in Portfolio Manager."</p> <p>6 Click Save</p>