

# Treasure Hunt User Manual

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# Module Navigation

Use the top banner to navigate around the module. A footer bar with "Next" and "Back" button can also be used to move through the System Setup to the Report.



#### Main Tabs

Facility Basics – Setup your assessment and establish your baseline energy usage and cost.

<u>Find Treasure</u> – Use calculators to find and quantify savings opportunities.

<u>Treasure Chest</u> – An overview of identified opportunities.

Report – Full printable breakdown potential saving scenarios.

#### Additional Buttons

<u>Book</u> – The book will open a new window with the Treasure Hunt User Manual you are reading.

Gear – The gear wheel will navigate you to MEASUR's global settings page.

Folder – The folder will navigate you to the assessment dashboard folder this assessment is in.

Home – The house will bring you to MEASUR's home page.

# **Facility Basics**

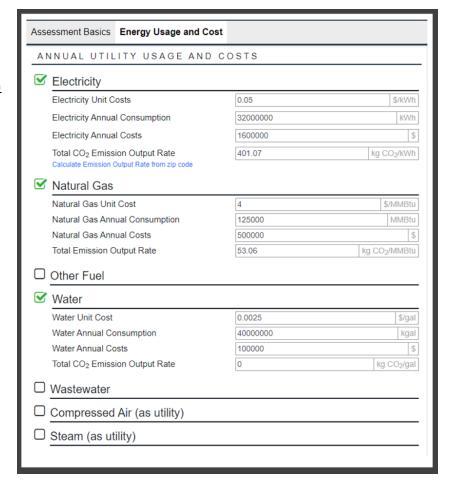
The facility basics tab is where you setup your assessment and establish your baseline energy usage and costs. In "Assessment Basics", set your Operating Hours and the units of measure you want the opportunity calculators to be in.

#### **Energy Usage and Costs**

Use this tab to specify current utility costs, annual consumption and emissions rates. Help text is provided in the right hand panel.

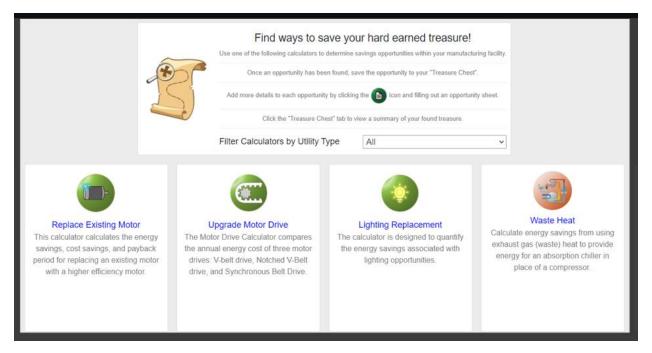
Click the checkboxes to include a utility.

Only use Compressed Air and Steam if you receive them as a utility, not generated on-site.

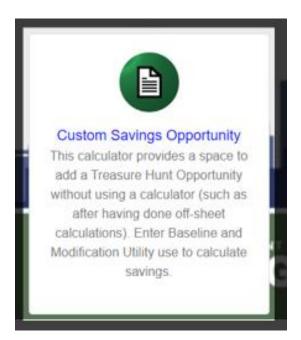


#### Find Treasure

Use the "Find Treasure" tab to discover potential savings opportunities. Select from a series of calculators to quantify savings opportunities. Each card represents a calculator, and each calculator can be used to find savings opportunities tied to a specific utility type. Use the dropdown to filter the calculator options by utility type.



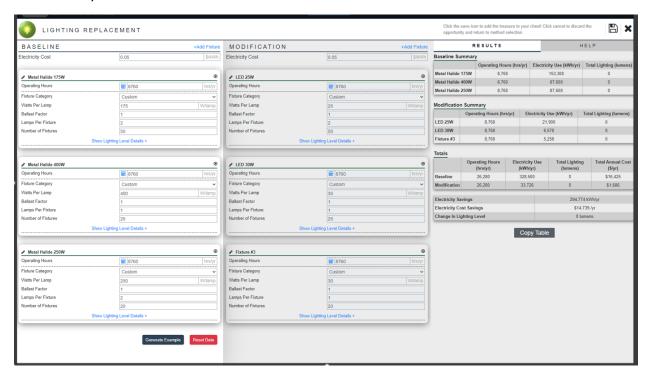
The "Custom Savings Opportunity" calculator can be used if you already know the savings potential of a given project and want to directly include it. You can find it at the end of the list of calculators.

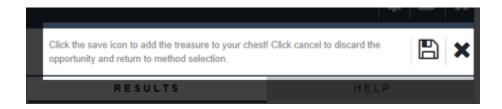


#### Filling Out Calculators

The majority of the calculators will follow the same format. Establish the baseline for your current system setup in the left hand panel and apply modifications for savings in the middle panel.

The right hand panel will contain a detailed table of the baseline, modification and potential savings. For field by field help text, click on the "Help" tab. Help text for a given field will appear when it is click on for data entry.





Use the save file icon in the upper right hand corner to save the opportunity to the "Treasure Chest". Clicking the "X" icon will delete the opportunity without saving it.

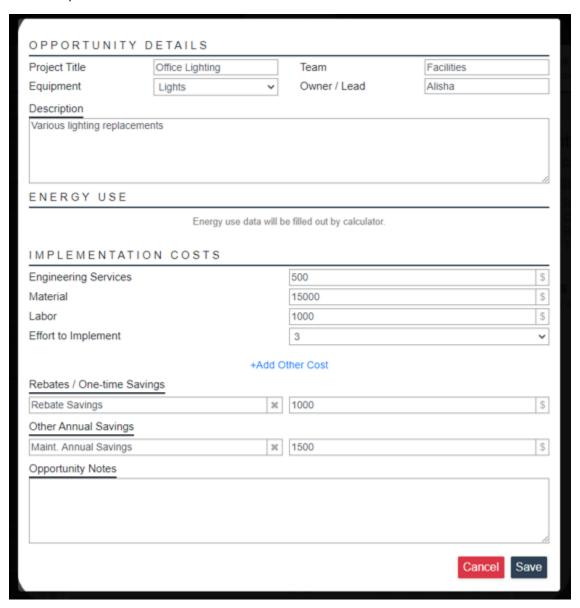


An opportunity sheet icon will appear if you are modifying an existing opportunity and will allow you to adjust the data entered in the corresponding opportunity sheet. More details about opportunity sheets on the next page.

## **Opportunity Sheets**

Use the opportunity sheet to provide additional information about the opportunity you are adding to your "Treasure Chest". This will appear whenever a new opportunity is being saved and can be modified inside of the "Treasure Chest".

- Name the project.
- Specify location, identifying team.
- Provide additional details and description.
- Add implementation costs and rebates.



## **Treasure Chest**

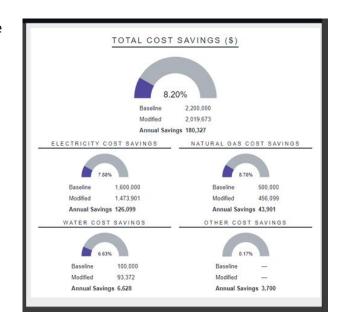
The "Treasure Chest" allows you to view and manage all of your opportunities that were found and saved in the "Find Treasure" tab.

A list of saved opportunities and a summary of their potential impact is provided. Use the far right column to manage the opportunities. The checkbox on the left can be used to decided which projects you plan to implement and include in the reports.

Atop the list is a menu of different filters that can be applied to sort the opportunities that are displayed. Additionally, use the "Export" button to export the selected opportunities that can be imported into other Treasure Hunt treasure chests with the "Import" button.

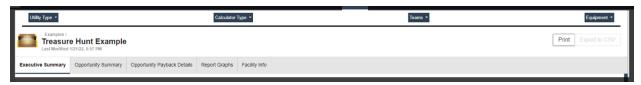


On the right hand side of the "Treasure Chest" there is a series of gauges that show the impact of the applied opportunities. Total Savings, and savings by each utility type is provided!



# Report

The report allows you to view the consolidated opportunities and provides a detailed summary of costs, savings and payback details. The "Print" button in the top right hand corner will generate a PDF report.



Use the filter at the top to choose which opportunities to include in the report. Filter by:

- Utility Type
- Calculator Type
- Teams
- Equipment

There is a secondary set of tabs to navigate to different pieces of the report.

- <u>Executive Summary:</u> A consolidated breakdown of opportunity impact by utility. Including cost, energy and emissions savings.
- Opportunity Summary: A table summary of each opportunity included in the report.
- Payback Details: Table and graphical representations of the payback details of the opportunities.
- Report Graphs: A variety of graphical representations of the opportunity cost savings.
- Facility Info: The facility information provided for the folder that this assessment was created in.