



BUILDING ENERGY™

Version 1.1 User Guide

Getting oriented.

You can open the navigation drawer at left to see your Organizations, Data, Buildings and Projects count, as well as to logout. You can also navigate using the tabs at the top.

The screenshot shows the Building Energy homepage. At the top, there's a navigation bar with icons for gear, menu, and user (demo). The title 'BUILDING ENERGY™' is next to a search bar. Below the title are tabs for 'Projects', 'Buildings', 'Data', 'Organizations', and 'Feedback'. A large central box contains the text 'Welcome to Building Energy' and a description of the platform's purpose. It includes two buttons: 'Upload your buildings' (blue) and 'Getting Started Guide' (yellow). To the left of the main content, a vertical sidebar lists four basic levels: 'ORGANIZATIONS', 'DATA', 'BUILDINGS', and 'PROJECTS'. Each level has a brief description and a corresponding icon. Red arrows point from the sidebar descriptions to their respective sections on the page.

BE has 4 basic levels:

- 1) **ORGANIZATIONS**
Your master organization and sub-organizations with user permission management.
- 2) **DATA**
All of the data sets you've loaded, which combine to define...
- 3) **BUILDINGS**
The authoritative list of your buildings as defined by one or more data sets, which can be grouped into...
- 4) **PROJECTS**
Groups of buildings used to manage compliance or for other user-defined purposes.

Building Energy includes:



Upload your data

Get started using Building Energy by importing multiple .CSV, .XLS, Green Button files and map them to the emerging BEDES standard.

[Download Sample Data](#)



Match your data

Match-up building data from different data files. Manage many-to-many relationships (e.g. multiple IDs, tax lots, etc). Load and store custom data fields.



Manage your data

Use Building Energy's flexible, easy-to-use labeling system and project groupings to manage your workflow and share important data within your organization.

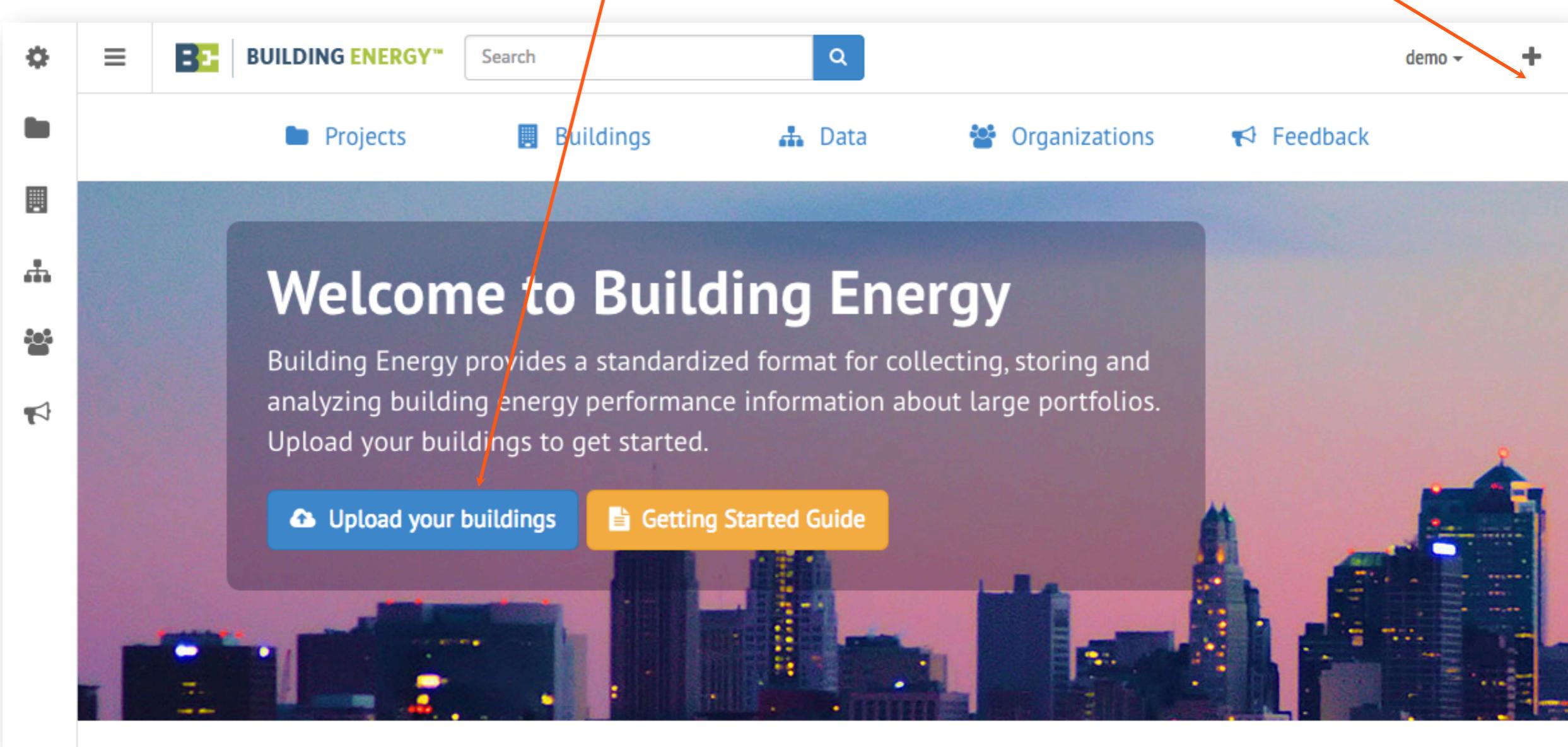
Start loading data!

We encourage you to begin by loading your entire buildings list.

This might be your tax assessor list, building permit department records, CoStar data – or a combination of sources!

Building Energy allows you to efficiently filter, search and sort this raw data into your compliance project.

You can get started loading data by clicking the blue button below, or clicking the + icon at the right and clicking on Data Set. (The + icon is available at all screens)



Start by giving your data set a name.

The screenshot shows the Building Energy website's interface. At the top, there is a navigation bar with icons for settings, projects, and search. The main header reads "BUILDING ENERGY™". A red arrow points from the text "Start by giving your data set a name." to the "Create a New Data Set" button in a modal window. The modal has a title "Create a New Data Set.", a text input field labeled "Data Set Name" containing "2014 Benchmarking Compliance", and two buttons: "Cancel" and "Create Data Set". In the background, there is a "Welcome" message and a "Getting Started Guide" button. The overall theme is a city skyline at night.

BE for Cities includes:



Upload your data

Get started using BE by uploading your buildings list (city tax assessor data) and then your EPA Portfolio Manager data. Make sure



Match your data

Match-up your buildings list with the Portfolio Manager dataset to tie building records together. BE will help you by auto-matching



Manage compliance

Use BE's flexible, easy-to-use labeling system and project groupings to track the status of data submission, review, and compliance.

Next upload your buildings list (e.g., tax assessor building list) – In 1.1 it can be .csv or .xls data. You can also start with your Portfolio Manager data or even hook up your Green Button data.

The screenshot shows the BE for Cities dashboard. A modal window is open in the center, titled "Upload your building data." It contains two buttons: "Upload a spreadsheet" (blue) and "Upload Green Button Data" (green). Below the buttons, text specifies supported file types: ".csv, .xls and .xlsx and .xml." A note at the bottom states: "Note: multi-tabbed MS Excel files are not currently supported." An orange arrow points from the text above to the "Upload a spreadsheet" button. The background features a city skyline at night.

BE for Cities includes:



Upload your data

Get started using BE by uploading your buildings list (city tax assessor data) and then your EPA Portfolio Manager data. Make sure



Match your data

Match-up your buildings list with the Portfolio Manager dataset to tie building records together. BE will help you by auto-matching



Manage compliance

Use BE's flexible, easy-to-use labeling system and project groupings to track the status of data submission, review, and compliance.

After your buildings list is loaded, continue to map your data.

The screenshot shows the BE platform's user interface. At the top, there is a navigation bar with icons for settings, projects, and search. The main header reads "BUILDING ENERGY™". On the right side of the header, there is a dropdown menu labeled "demo" and a plus sign icon. Below the header, there is a "Projects" section and a "Feedback" button. The main content area features a large "Welcome" banner with a city skyline background. The banner includes a "Upload your buildings list" button and a "Getting Started Guide" button. A prominent white modal window is displayed in the center, containing the message "Successful upload!" and a green notification bar stating "covered-buildings-sample.csv has been uploaded to 2014 benchmarking Compliance." A red arrow points from the text above to this notification bar. At the bottom of the modal is a blue "Continue to data mapping" button. The overall theme of the interface is dark with light-colored text and buttons.

BE for Cities includes:



Upload your data

Get started using BE by uploading your buildings list (city tax assessor data) and then your EPA Portfolio Manager data. Make sure these files are each in .csv format. The BE platform will help you map and validate your



Match your data

Match-up your buildings list with the Portfolio Manager dataset to tie building records together. BE will help you by auto-matching high confidence pairings and then provide you with tools to match the rest of your dataset.



Manage compliance

Use BE's flexible, easy-to-use labeling system and project groupings to track the status of data submission, review, and compliance.

Mapping your data.

Building Energy™ Search Fun Org +

2013 Benchmarking Group Data Mapping & Validation (covered-buildings-sample.csv)

STEP 1: Map Your Data STEP 2: Review Your Data Mappings Help: SEED Header Definitions Collapse Tabs

MAPPING YOUR DATA TO SEED

Mapping your data to the Building Energy Data Exchange Specification (BEDES) is an important step towards translating your data into a common set of terms that can take full advantage of aggregate building performance data. The process is simple: 1) select the rows of data you want to map by checking the map checkbox, 2) uncheck the rows you want to ignore—the system will give you a head start by attempting to auto-map headers from the file you imported, 3) in the SEED Header input box, search for a standard BEDES field name to map your data to—if a corresponding standard BEDES field name can't be found or you would like to use your own custom field, just type the name of the field to replace a BEDES suggested terms.

Directions on how to map are right here. Use the drop downs to map each header to a field or use the blank option to ignore the field (It will still be saved to SEED as “extra data”). Be sure to map at least one ID!

MAPPING KEY:

- valid = data mapping successful.
- semivalid = data mapping successful but some data is not valid.
- invalid = data mapping unsuccessful.
- duplicate = data mapping a duplicate.

Map Your Data

SEED		covered-buildings-sample.csv								
MAP	HEADER	BEDES	VALIDATE	HEADER	ROW 1	ROW 2	ROW 3	ROW 4	ROW 5	
<input checked="" type="checkbox"/>	City	✓	valid	City	EnergyTown	EnergyTown	EnergyTown	EnergyTown	EnergyTown	
<input checked="" type="checkbox"/>	Premise-Zip	✓	valid	Zip	10107-7915	10107-1544	10106-7162	10103-3578	10106-8191	
<input checked="" type="checkbox"/>	GBA	✓	valid	GBA	264,949	322,701	139,835	194,395	67,269	
<input checked="" type="checkbox"/>	BLDGs	✓	valid	BLDGs	1	1	1	1	1	
<input checked="" type="checkbox"/>	AYB_YearBuilt	✓	valid	AYB_YearBuilt	1974	1962	1965	1967	1965	
<input checked="" type="checkbox"/>	State	✓	valid	State	Illinois	Illinois	Illinois	Illinois	Illinois	
<input checked="" type="checkbox"/>	Address 2	✓	valid	Address	120243 E True Lane	95373 SW Peach Avenue	95864 SW Cottonwood Court	155371 W Cherry Loop	180821 S Tyler Lane	
<input checked="" type="checkbox"/>	OWNER / CONDO	✓	valid	Owner	MileStone Community Builders	Pangea Properties	Matt Martin Real Estate Management	Celerity Ventures	Marketplace Homes	
<input checked="" type="checkbox"/>	National Median Reference Property Type	✓	valid	Property Type	COMMERCIAL	COMMERCIAL	RESIDENTIAL-MULTI FAMILY	COMMERCIAL	RESIDENTIAL-MULTI FAMILY	
<input checked="" type="checkbox"/>	UBI	✓	valid	UBI	10107/71db4	10107/c6596	10106/2f366	10105/f111f	10106/873c5	

Concatenate Headers Map Your Data

BEDES schema is now available in v1.1 . The BEDES column identifies any BEDES compliant column in the imported data. The user can either use BEDES or custom field for each field.

[◀ 2013 Benchmarking Group](#)

Data Mapping & Validation (covered-buildings-sample.csv)

 Help: SEED Header Definitions

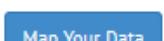
STEP 1: Map Your Data

STEP 2: Review Your Data Mappings

Collapse Tabs

If you have questions about any of the header (field) definitions, you can find a dictionary of terms at this tab.

SEED HEADER	DEFINITION
Tax Lot ID	Tax lot ID is a unique identifier assigned to the lot, parcel or property by the Tax Assessor Office.
PM Property ID	A unique ID assigned by EPA Portfolio Manager to each property. A property can be a portion of a building, a single building, or a campus of buildings.
Custom ID 1	Typically a unique number assigned by the SEED user that is based on the Property ID with an added suffix at the end to identify the multiple buildings associated with one property.
Property Name	A unique name associated with the property or building (example: The Grand Hotel).
Building Count	The number of buildings or facilities located on the Tax Lot or parcel.
Demographic Notes	A field available in Portfolio Manager sometimes used to store various numbers to identify a building or property.

 Map Your Data

SEED		covered-buildings-sample.csv								
MAP	HEADER	BEDES 	VALIDATE	HEADER	ROW 1	ROW 2	ROW 3	ROW 4	ROW 5	
<input checked="" type="checkbox"/>	City		 valid	City	EnergyTown	EnergyTown	EnergyTown	EnergyTown	EnergyTown	
<input checked="" type="checkbox"/>	Premise-Zip		 valid	Zip	10107-7915	10107-1544	10106-7162	10103-3578	10106-8191	
<input checked="" type="checkbox"/>	GBA		 valid	GBA	264,949	322,701	139,835	194,395	67,269	
<input checked="" type="checkbox"/>	BLDGs		 valid	BLDGs	1	1	1	1	1	
<input checked="" type="checkbox"/>	AYB_YearBuilt		 valid	AYB_YearBuilt	1974	1962	1965	1967	1965	
<input checked="" type="checkbox"/>	State		 valid	State	Illinois	Illinois	Illinois	Illinois	Illinois	
<input checked="" type="checkbox"/>	Address 2		 valid	Address	120243 E True Lane	95373 E Peach Avenue	95864 SW Cottonwood Court	155371 W Cherry Loop	180821 S Tyler Lane	
<input checked="" type="checkbox"/>	OWNER / CONDO		 valid	Owner	MileStone Community Builders	Pangea Properties	Matt Martin Real Estate Management	Celerity Ventures	Marketplace Homes	
<input checked="" type="checkbox"/>	National Median Reference Property Type		 valid	Property Type	COMMERCIAL	COMMERCIAL	RESIDENTIAL-MULTI FAMILY	COMMERCIAL	RESIDENTIAL-MULTI FAMILY	
<input checked="" type="checkbox"/>	UBI		 valid	UBI	10107/71db4	10107/c6596	10106/2f366	10103/f111f	10106/873c5	



STEP 1: Mapping Your Data

STEP 2: Review Your Mappings

Help: SEED Header Definitions

Collapse Tabs

MAPPING YOUR DATA TO SEED

For each row in the table below select a SEED header that best maps to the header of the file you uploaded. SEED will then attempt to map this row of data and surface any validation errors it finds. The 'map' column indicates if a successful mapping was created and whether your data has validation errors or not.

MAPPING KEY:

✓ = mapping successful.

🟡 = mapping successful but some data is not valid.

⚠ = mapping unsuccessful or a duplicate.

SEED		MAP	HEADER	ROW 1	ROW 2	ROW 3	ROW 4	ROW 5
HEADER								
1	City	✓	City	EnergyTown	EnergyTown	EnergyTown	EnergyTown	EnergyTown
2	Postal Code	✓	Zip	10107-7915	10107-1544	10106-7162	10103-3578	10106-8191
3	Gross Floor Area	✓	GBA	264,949	322,701	139,835	194,395	67,269
4	Building Count	✓	BLDGs	1	1	1	1	1
5	Year Built	✓	AYB_YearBuilt	1974	1962	1965	1967	1965
6	State Province	✓	State	Illinois	Illinois	Illinois	Illinois	Illinois
7	Address Line 1	✓	Address	120243 E True Lane	95373 E Peach Avenue	95864 SW Cottonwood Court	155371 W Cherry Loop	180821 S Tyler Lane
8	Owner	✓	Owner	MileStone Community Builders	Pangea Properties	Matt Martin Real Estate Management	Celerity Ventures	Marketplace Homes
9	Use Description	✓	Property Type	COMMERCIAL	COMMERCIAL	RESIDENTIAL-MULTI FAMILY	COMMERCIAL	RESIDENTIAL-MULTI FAMILY
10	Tax Lot Id	✓	UBI	10107/71db4	10107/c6596	10106/2f366	10103/f111f	10106/873c5

Save & Review Mappings

Once you've mapped the fields you wish to map, click here to move forward to review.
If you have any ⚠ you will need to resolve before moving forward.

Review your mappings.

Building Energy™

Search 

Map & Validate (covered-buildings-sample.csv)

STEP 1: Mapping Your Data STEP 2: Review Your Mappings Help: SEED Header Definitions Collapse Tabs

REVIEW YOUR MAPPINGS

Do the selected SEED headers match the data from your columns? If not, [go back to mapping](#) and edit your selections.

Tip! [Edit Columns](#)

You can customize the columns displayed in the table below by clicking the 'Edit Columns' button and then selecting the column headers you want to review from the modal window.

This is a stage to do a gut check review of how your data looks as mapped to BE. Use the 'Edit Columns' button to select the columns you want to see in the table.

TAX LOT ID	ADDRESS LINE 1	CITY	STATE PROVINCE	POSTAL CODE	YEAR BUILT	USE DESCRIPTION	BUILDING COUNT	OWNER	GROSS FLOOR AREA FT ²			
Tax Lot ID	Address Line 1	City	State Provinc	Postal Code	Min	Max	Use Description	Min	Max	Owner	Min	Max
10101/2b760	181881 E Myrtle Street	EnergyTown	Illinois	10101-2717		2009	COMMERCIAL	1	Accurate Group	215,255		
10101/55160	3649 W Washington Way	EnergyTown	Illinois	10101-1632		1980	COMMERCIAL	1	McGeough Lamacchia Realty	299,174		
10101/9c91a	190412 S Jefferson Lane	EnergyTown	Illinois	10101-8791		1962	COMMERCIAL	1	Pro Teck Valuation Services	201,228		
10102/e38f0	38102 W Madison Lane	EnergyTown	Illinois	10102-4608		1927	RESIDENTIAL-MULTI FAMILY	1	Memphis Invest	92,739		
10102/feaac	22305 W California Way	EnergyTown	Illinois	10102-1794		1962	COMMERCIAL	1	NathanTabor.com	187,528		
10103/a6deb	58847 W Lincoln Lane	EnergyTown	Illinois	10103-2443			COMMERCIAL CONDO	1	Nest Realty	271,570		
10104/71c4c	179851 E Jefferson Lane	EnergyTown	Illinois	10104-8339		1977	COMMERCIAL	1	Levrose Commercial Real Estate	246,691		
10105/26c8f	165382 W Chestnut Street	EnergyTown	Illinois	10105-3212		1910	COMMERCIAL	1	US Appraisal Group	150,208		
10106/38a23	3154 SE Pears Street	EnergyTown	Illinois	10106-4952		2003	COMMERCIAL	1	Maximum One Realty Greater Atlanta	94,517		
10108/7e35b	117368 W Walnut Street	EnergyTown	Illinois	10108-2197		1962	COMMERCIAL	1	Asset Realty Group	155,963		

Display: buildings

Showing 1 to 10 of 10 buildings

If all looks good click though to continue to Matching!

« Previous Next »

[Back to Mapping](#) [Continue to Matching](#)

Confirm your mappings before moving forward. If this is your first data load, you will not have any other data to match your newly loaded data to. In that case you'll be able to load more data to match up, or move forward into your buildings list.

BUILDING ENERGY™

demo +

2014 Benchmarking Compliance

STEP 1: Map Your Data STEP 2: Review Your Data Mappings

REVIEW YOUR DATA MAPPINGS (Data holding pen)

Do the selected BE headers map correctly to the data from your file? It's important at this step that you are confident in your mappings. Once you've completed the 'Data Matching' step, the buildings from this data set will be available in your buildings list.

Did you review your mappings? It's a good idea to double check your mappings. Once you match your buildings you can not undo or edit these mappings.

Let me review again. **Confirm mappings & start matching**

columns displayed in the table below by clicking the 'Edit Columns' button. Then selecting the column headers you want to review from the dropdown menu.

Back to Mapping

ADDRESS LINE 1	CITY	GROSS FLOOR AREA FT ²	NUMBER OF BUILDINGS	OWNER	POSTAL CODE	STATE PROVINCE	TAX LOT ID	USE DESCRIPTION	YEAR BUILT
Address Line 1	City	Min Max	Number Of Buildings	Owner	Postal Code	State Province	Tax Lot Id	Use Description	Min Max
172390 NE Hayes Avenue	EnergyTown	93,436	1	Kinder Reese	10109-7580	Illinois	10109/afa2e	COMMERCIAL	
142735 N Clinton Alley	EnergyTown	265,462	1	ATG Title	10110-6459	Illinois	10110/e438f	HOTELS/MOTELS	
179234 SE Juniper Way	EnergyTown	297,375	1	Asset Plus Companies	10105-1016	Illinois	10105/5fa0a	COMMERCIAL	
219121 W Poplar Alley	EnergyTown	133,497	1	The Force Realty	10107-8305	Illinois	10107/b83bc	COMMERCIAL	
59697 N Mahogany Highway	EnergyTown	329,865	1	Platinum Realty	10108-6293	Illinois	10108/7953b	COMMERCIAL CONDO	
41780 NE Sycamore Highway	EnergyTown	250,344	1	Apartment List	10109-8562	Illinois	10109/c9e41	COMMERCIAL	
129400 NE Olive Loop	EnergyTown	214,620	1	Trust Field Services	10102-8675	Illinois	10102/ca07a	COMMERCIAL	
131438 E Cypress Boulevard	EnergyTown	296,318	1	GRS Group	10101-9431	Illinois	10101/909fd	RESIDENTIAL-MULTI FAMILY	
175795 E Juniper Lane	EnergyTown	346,583	1	HomeSmart	10109-2485	Illinois	10109/f8b70	COMMERCIAL	
67793 NW Dogwood Alley	EnergyTown	311,692	1	Levrose Commercial Real Estate	10102-6936	Illinois	10102/ee305	CONDO	

Display: 10 buildings Showing 1 to 10 of 512 buildings « Previous Next »

Back to Mapping

© 2014 Building Energy Inc.

Matching your data sets.

File Source: portfolio-manager-sample.csv

7 Unmatched 505 Matched

Matched Buildings

PM PROPERTY ID TAX LOT ID ADDRESS LINE 1 YEAR BUILT GROSS FLOOR AREA FT² MATCH PM PROPERTY ID TAX LOT ID ADDRESS LINE 1 YEAR BUILT GROSS FLOOR AREA FT²

PM PROPERTY ID	TAX LOT ID	ADDRESS LINE 1	YEAR BUILT	GROSS FLOOR AREA FT ²	MATCH	PM PROPERTY ID	TAX LOT ID	ADDRESS LINE 1	YEAR BUILT	GROSS FLOOR AREA FT ²
101125	102843	000015581 SW Sycamore Court			<input checked="" type="checkbox"/>	101125		000015581 SW Sycamore Court		
112963		000076655 SE Cordia Boulevard	1,987	267,640	<input checked="" type="checkbox"/>	102843		000076655 SE Cordia Boulevard	1,987	267,640
113890		137299 SW Hemlock Loop	1,970	91,355	<input checked="" type="checkbox"/>	112963		137299 SW Hemlock Loop	1,970	91,355
121123		196013 S Jackson Highway	1,964	287,262	<input checked="" type="checkbox"/>	113890		196013 S Jackson Highway	1,964	287,262
121690		0000184039 S Catalpa Highway	1,991	345,137	<input checked="" type="checkbox"/>	121123		0000184039 S Catalpa Highway	1,991	345,137
122147		94734 SE Honeylocust Street	1,969	373,152	<input checked="" type="checkbox"/>	121690		94734 SE Honeylocust Street	1,969	373,152
124903		14397 N Grapes Way	1,991	290,809	<input checked="" type="checkbox"/>	122147		14397 N Grapes Way	1,991	290,809
127351		000078024 N Filbert Highway	1,969	361,111	<input checked="" type="checkbox"/>	124903		000078024 N Filbert Highway	1,969	361,111
127810		181123 NW Clementine Lane	1,928	364,753	<input checked="" type="checkbox"/>	127351		181123 NW Clementine Lane	1,928	364,753
		17430 E Cantaloupe Highway	1,969	381,968	<input checked="" type="checkbox"/>	127810		17430 E Cantaloupe Highway	1,969	381,968

You can choose which file to match from here.

Display: 10 buildings

Showing 1 to 10 of 512 buildings (7 unmatched)

« Previous Next »

BE auto-matches most of the data based on algorithms looking at IDs, addresses, and other fields. Toggle between matched and unmatched to review and create matches.

Building Energy™

Search

Matching (2013 Benchmarking Group)

File Source: portfolio-manager-sample.csv

7 Unmatched 505 Matched

PM PROPERTY ID TAX LOT ID ADDRESS LINE 1 YEAR BUILT GROSS FLOOR AREA FT²

PM PROPERTY ID	TAX LOT ID	ADDRESS LINE 1	YEAR BUILT	GROSS FLOOR AREA FT ²
358176 439844 442056	Tax Lot ID	Address Line 1	Year Built	Gross Floor Area
		165382 W Chestnut Street	1,982	150,208
		58847 W Lincoln Lane	2,008	271,570
		3649 W Washington Way	1,997	299,174
	46219 464399 526785	190412 S Jefferson Lane 0000179851 E Jefferson Lane	1,962	201,228
		38102 W Madison Lane	1,967	246,691
	62276	117368 W Walnut Street	1,988	92,739
				155,963

Selecting 'Unmatched' takes you to the buildings you still need to match.

Click into a building through a linked ID to see a list of possible matches.

Display: 10 buildings

Showing 1 to 7 of 7 buildings (7 unmatched)

« Previous Next »



Search



< 2013 Benchmarking Group

Matching (2013 Benchmarking Group)

[Back to List](#)[Edit Columns](#)

At the single building matching screen (accessed by clicking into the building ID), you can use the search bars to find the matching building, or even match multiple buildings to one tax lot.

MATCH	PM PROPERTY ID	TAX LOT ID	ADDRESS LINE 1	YEAR BUILT	GROSS FLOOR AREA
	PM Property ID	Tax Lot ID	Walnut	Min Max	Min Max

Building from Source: portfolio-manager-sample.csv Matched!

<input checked="" type="checkbox"/>	62276		117368 W Walnut Street	1988	155963
-------------------------------------	-------	--	------------------------	------	--------

Potential Matches from Source: Existing Buildings

<input checked="" type="checkbox"/>	62276	10108/7e35b	117368 W Walnut Street	1962	155963
<input type="checkbox"/>	830339	10102/15661	181742 SW Walnut Way	1983	311618
<input type="checkbox"/>			110 WALNUT COVE DR	0	
<input type="checkbox"/>			1845 WALNUT ST FL 10	1965	
<input type="checkbox"/>			1845 WALNUT ST FL 10	1965	
<input type="checkbox"/>	62276		117368 W Walnut Street	1988	155963
<input type="checkbox"/>	830339		181742 SW Walnut Way	1983	311618

Display: 10 buildings

7 search results

[« Previous](#)[Next »](#)

Your buildings list.

The second layer up in BE is your buildings list, which is your authoritative list of all unique buildings. Edit the columns to create your unique view here.

The screenshot shows the Building Energy (BE) software interface. The top navigation bar includes 'DEMO ENERGY' (with a gear icon), 'Log Out', the 'BE' logo, 'BUILDING ENERGY™', a search bar, and a user dropdown 'demo'. Below the navigation is a horizontal menu bar with icons for 'PROJECTS', 'BUILDINGS' (selected, highlighted in blue with a count of 517), 'DATA' (with a count of 3), 'ORGANIZATIONS' (with a count of 15), 'FEEDBACK', and 'HELP'. A red arrow points from the text 'Your buildings list.' to the 'BUILDINGS' menu item. Another red arrow points from the text 'Edit the columns to create your unique view here.' to the 'List Settings' link in the top right of the main content area. The main content area displays a table titled '517 Buildings' with the following columns: ADDRESS LINE 1, CITY, GROSS FLOOR AREA FT², NUMBER OF BUILDINGS, OWNER, POSTAL CODE, STATE PROVINCE, and TAX LOT ID. The table lists ten buildings, each with a checkbox in the first column. The buildings are: 198832 SE Arthur Loop (EnergyTown, 68,177 ft², 1 building, Econohomes, 10101-4795, Illinois, 10101/132e1); 90256 S Cantaloupe Court (EnergyTown, 51,688 ft², 3 buildings, Conservice, 10101-4370, Illinois, 10101/1f7ff); 241773 W Apples Avenue (EnergyTown, 59,341 ft², 1 building, LGI Development, 10101-6175, Illinois, 10101/230e0); 4455 N Ash Lane (EnergyTown, 330,369 ft², 1 building, Asset Realty Group, 10101-7497, Illinois, 10101/2417d); 162695 NW Monroe Alley (EnergyTown, 323,725 ft², 1 building, Memphis Invest, 10101-8073, Illinois, 10101/25e4b); 16643 W Ford Alley (EnergyTown, 288,029 ft², 1 building, Keller Williams Capital Properties, 10101-3986, Illinois, 10101/27d4b); 181881 E Myrtle Street (EnergyTown, 215,255 ft², 1 building, Accurate Group, 10101-2717, Illinois, 10101/2b760); 243909 SW Taft Boulevard (EnergyTown, 234,831 ft², 1 building, @Properties, 10101-9544, Illinois, 10101/2e66c); 219222 SW Filbert Avenue (EnergyTown, 142,331 ft², 1 building, Pangea Properties, 10101-6331, Illinois, 10101/34a5); and 199110 W Myrtle Boulevard (EnergyTown, 302,514 ft², 1 building, Econohomes, 10101-9430, Illinois, 10101/36bf). At the bottom left, it says 'Display: 10 buildings'. At the bottom center, it says 'Showing 1 to 10 of 517 buildings'. At the bottom right, there are '« Previous' and 'Next »' buttons.

	ADDRESS LINE 1	CITY	GROSS FLOOR AREA FT ²	NUMBER OF BUILDINGS	OWNER	POSTAL CODE	STATE PROVINCE	TAX LOT ID
<input type="checkbox"/>	Address Line 1	City	Min Max	Number Of Buildings	Owner	Postal Code	State Province	Tax Lot Id
<input type="checkbox"/>	198832 SE Arthur Loop	EnergyTown	68,177	1	Econohomes	10101-4795	Illinois	10101/132e1
<input type="checkbox"/>	90256 S Cantaloupe Court	EnergyTown	51,688	3	Conservice	10101-4370	Illinois	10101/1f7ff
<input type="checkbox"/>	241773 W Apples Avenue	EnergyTown	59,341	1	LGI Development	10101-6175	Illinois	10101/230e0
<input type="checkbox"/>	4455 N Ash Lane	EnergyTown	330,369	1	Asset Realty Group	10101-7497	Illinois	10101/2417d
<input type="checkbox"/>	162695 NW Monroe Alley	EnergyTown	323,725	1	Memphis Invest	10101-8073	Illinois	10101/25e4b
<input type="checkbox"/>	16643 W Ford Alley	EnergyTown	288,029	1	Keller Williams Capital Properties	10101-3986	Illinois	10101/27d4b
<input type="checkbox"/>	181881 E Myrtle Street	EnergyTown	215,255	1	Accurate Group	10101-2717	Illinois	10101/2b760
<input type="checkbox"/>	243909 SW Taft Boulevard	EnergyTown	234,831	1	@Properties	10101-9544	Illinois	10101/2e66c
<input type="checkbox"/>	219222 SW Filbert Avenue	EnergyTown	142,331	1	Pangea Properties	10101-6331	Illinois	10101/34a5
<input type="checkbox"/>	199110 W Myrtle Boulevard	EnergyTown	302,514	1	Econohomes	10101-9430	Illinois	10101/36bf

demo +

Buildings

Buildings List List Settings

Building List Settings

Add Shared Buildings.

Include in your buildings list all buildings shared with you.

There are 38 columns of data available to you.

Select columns from the list below to make them appear in your Buildings List table.

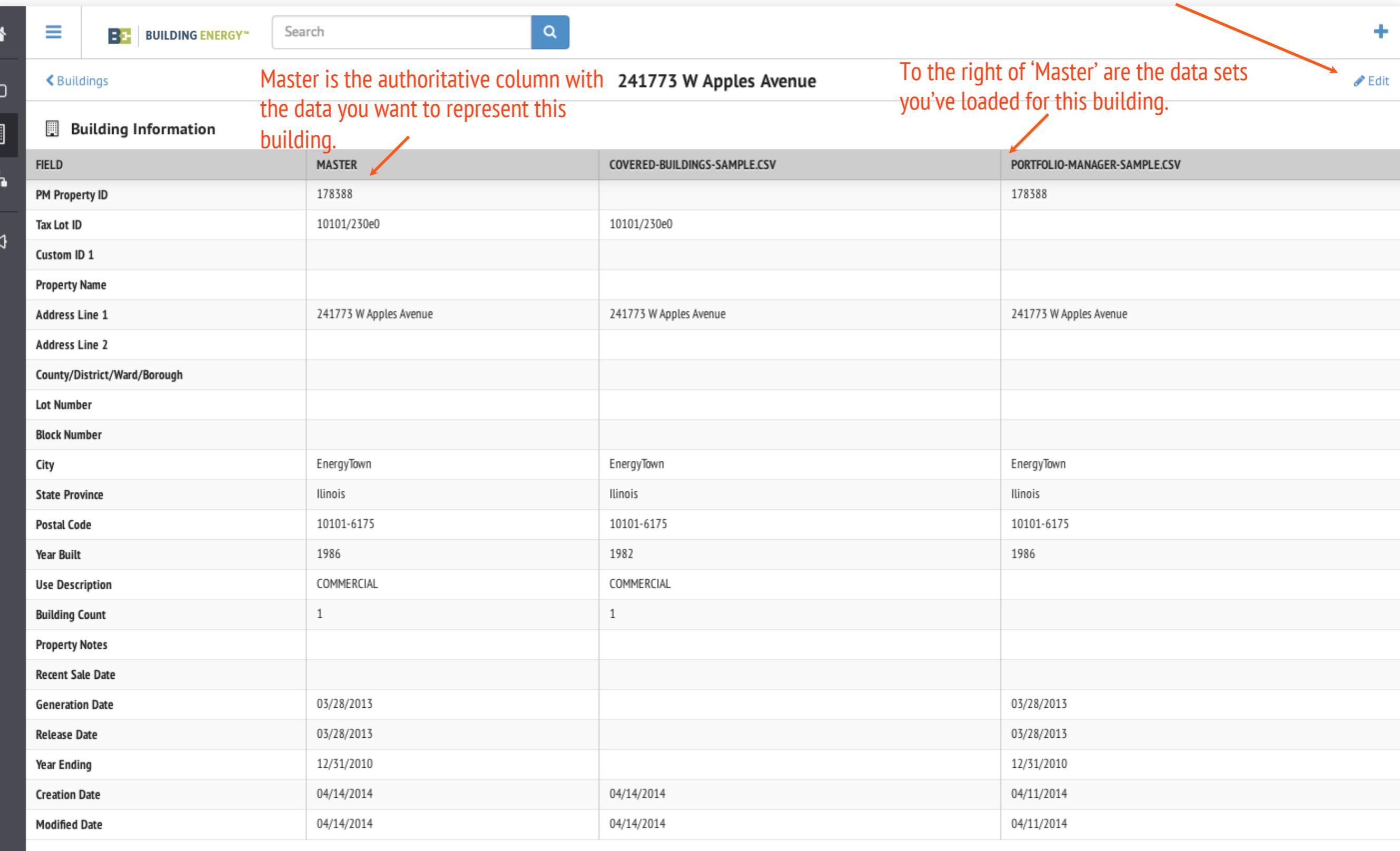
Select the columns you want to appear and unselect any default columns you do not want to appear.

<input type="checkbox"/>	COLUMN NAME
Search column name	
<input checked="" type="checkbox"/>	Address Line 1
<input type="checkbox"/>	Address Line 2
<input type="checkbox"/>	Block Number
<input type="checkbox"/>	Building Certification
<input type="checkbox"/>	Building Count
<input checked="" type="checkbox"/>	City
<input type="checkbox"/>	Conditioned Floor Area
<input type="checkbox"/>	Custom Id 1
<input type="checkbox"/>	District
<input type="checkbox"/>	Energy Alerts
<input type="checkbox"/>	Energy Score

Save Changes

Building detail view.

Click 'Edit' to make changes to your 'Master' authoritative column.



Master is the authoritative column with 241773 W Apples Avenue
the data you want to represent this building.

To the right of 'Master' are the data sets you've loaded for this building.

FIELD	MASTER	COVERED-BUILDINGS-SAMPLE.CSV	PORTFOLIO-MANAGER-SAMPLE.CSV
PM Property ID	178388		178388
Tax Lot ID	10101/230e0	10101/230e0	
Custom ID 1			
Property Name			
Address Line 1	241773 W Apples Avenue	241773 W Apples Avenue	241773 W Apples Avenue
Address Line 2			
County/District/Ward/Borough			
Lot Number			
Block Number			
City	EnergyTown	EnergyTown	EnergyTown
State Province	Illinois	Illinois	Illinois
Postal Code	10101-6175	10101-6175	10101-6175
Year Built	1986	1982	1986
Use Description	COMMERCIAL	COMMERCIAL	
Building Count	1	1	
Property Notes			
Recent Sale Date			
Generation Date	03/28/2013		03/28/2013
Release Date	03/28/2013		03/28/2013
Year Ending	12/31/2010		12/31/2010
Creation Date	04/14/2014	04/14/2014	04/11/2014
Modified Date	04/14/2014	04/14/2014	04/11/2014



241773 W Apples Avenue

Cancel

Save

< Buildings

Building Information

Choose which of the data sets you'd like to use for each row of data, with the current value highlighted by the green line in the left of the cell.

Tip!

Select a cell to promote the data to master.

FIELD	MASTER	COVERED-BUILDINGS-SAMPLE.CSV	PORTFOLIO-MANAGER-SAMPLE.CSV
PM Property ID	178388		178388
Tax Lot ID	10101/230e0	10101/230e0	
Custom ID 1			
Property Name			
Address Line 1	241773 W Apples Avenue	241773 W Apples Avenue	241773 W Apples Avenue
Address Line 2			
County/District/Ward/Borough			
Lot Number			
Block Number			
City	EnergyTown	EnergyTown	EnergyTown
State Province	Illinois	Illinois	Illinois
Postal Code	10101-6175	10101-6175	10101-6175
Year Built	1986	1982	1986
Use Description	COMMERCIAL	COMMERCIAL	
Building Count	1	1	
Property Notes			
Recent Sale Date			

Use Case: creating a compliance group

Step 1 (starting at the Buildings List view)

Set your filters to group the buildings you want to become part of your compliance project. In many cases, this would be based on a minimum gross floor area and/or property use type.

The screenshot shows the Building Energy software interface. The top navigation bar includes 'DEMO ENERGY' (with a gear icon), 'Log Out', the 'BUILDING ENERGY™' logo, a search bar, and user information 'demo'. The left sidebar has menu items: 'PROJECTS' (1), 'BUILDINGS' (517, highlighted in blue), 'DATA' (3), 'ORGANIZATIONS' (15), 'FEEDBACK', and 'HELP'. The main content area displays a table of 246 buildings. The table columns include: ADDRESS LINE 2, CITY, ENERGY STAR SCORE, GENERATION DATE, NATIONAL MEDIAN SITE EUI, NATIONAL MEDIAN SOURCE EUI, and NORMALIZATION. A red arrow points from the text 'Set your filters to group the buildings you want to become part of your compliance project.' to the 'Buildings List' tab in the top right of the table header. Another red arrow points from the text 'Then select all, and click on 'Building Actions to create a new project.' to the 'Building Actions' dropdown menu, which is open and shows options: 'Create a new project', 'Add to an existing project', 'Delete Buildings', and 'Export Buildings'. The 'Delete Buildings' option is highlighted with a red box.

Step 1 (starting at the Buildings List view)

Set your filters to group the buildings you want to become part of your compliance project. In many cases, this would be based on a minimum gross floor area and/or property use type.

Step 2

Then select all, and click on 'Building Actions to create a new project.'

"Delete" buildings is a new v1.1 feature.

ADDRESS LINE 2	CITY	ENERGY STAR SCORE	GENERATION DATE	NATIONAL MEDIAN SITE EUI	NATIONAL MEDIAN SOURCE EUI	NORMALIZATION
90256 S Cantaloupe Court	EnergyTown	74	4/1/13	96	320	Econ
241773 W Apples Avenue	EnergyTown	86	3/19/13	101	309	Co
162695 NW Monroe Alley	EnergyTown	79	3/28/13	95	317	LGI Devel
181881 E Myrtle Street	EnergyTown	89	4/1/13	106	353	Memph
243909 SW Taft Boulevard	EnergyTown	79	3/22/13	110	368	Accura
219222 SW Filbert Avenue	EnergyTown	84	3/19/13	129	340	@Pr
12156 E Obama Court	EnergyTown	73	3/22/13	101	337	Pangea Pr
134217 SE Kennedy Lane	EnergyTown	75	9/26/13	119	292	Distinctive Pr
57318 SE Wilson Loop	EnergyTown	85	3/28/13	85	285	Prop
		80	4/26/13	110	281	H

Display: 10 buildings

Showing 1 to 10 of 246 buildings

« Previous

Next »

Use Case: creating a compliance group

Step 3

Give your project a name, check 'Add compliance information', then pick the submittal type, and relevant dates. (For non-compliance projects, leave the box unchecked.)

The screenshot shows the Building Energy software interface. On the left, there's a sidebar with icons for DEMO ENERGY, Log Out, PROJECTS (1), BUILDINGS (517), DATA (3), ORGANIZATIONS (15), FEEDBACK, and HELP. The BUILDINGS section is highlighted. In the center, a modal window titled 'Create a New Project' is open. It has a 'Project Name' field containing '2014 Benchmarking', a checked checkbox for 'Add compliance information.', and a 'Compliance Information' section with dropdowns for 'Submittal Type' (set to 'Benchmarking'), 'Year Ending Date' (set to 'December 2014'), and 'Reporting Deadline' (set to '02/28/2015'). A red arrow points from the text in Step 3 to the 'Add compliance information.' checkbox. At the bottom of the modal are 'Cancel' and 'Create Project' buttons. The background shows a list of buildings with columns for Address Line 1, Submittal Type, Year Ending Date, Reporting Deadline, and various metrics like National Median Site EUI and Normalization Y.

Project Name: 2014 Benchmarking

Add compliance information.

Compliance Information

Submittal Type: Benchmarking

Year Ending Date: December 2014

Choose the year ending month for report period.

Reporting Deadline: 02/28/2015

Cancel Create Project

Display: 10 buildings

Showing 1 to 10 of 246 buildings

« Previous Next »

Project view.

Customize your project view with List Settings.

DEMO ENERGY Log Out

PROJECTS 2

BUILDINGS 517

DATA 3

ORGANIZATIONS 15

FEEDBACK

HELP

Building Energy™

Search

2014 Benchmarking (246 Buildings)

Project Buildings List Settings

TYPE OF SUBMITTAL: Benchmarking YEAR ENDING: 12/31/2014 DEADLINE: 02/28/2015

	Status	Address Line 1	Address Line 2	City	Energy Star Score	Generation Date	National Median Site EUI	National Median S
<input type="checkbox"/>	Status	Address Line 1	Address Line 2	City	35 99	4/1/13	96	
<input type="checkbox"/>		198832 SE Arthur Loop		EnergyTown	74	3/19/13	101	
<input type="checkbox"/>		90256 S Cantaloupe Court		EnergyTown	86	3/28/13	95	
<input type="checkbox"/>		241773 W Apples Avenue		EnergyTown	79	4/1/13	106	
<input type="checkbox"/>		162695 NW Monroe Alley		EnergyTown	89	3/22/13	110	
<input type="checkbox"/>		181881 E Myrtle Street		EnergyTown	79	3/19/13	129	
<input type="checkbox"/>		243909 SW Taft Boulevard		EnergyTown	73	3/22/13	101	
<input type="checkbox"/>		219222 SW Filbert Avenue		EnergyTown	75	9/26/13	119	
<input type="checkbox"/>		12156 E Obama Court		EnergyTown	85	3/28/13	85	
<input type="checkbox"/>		134217 SE Kennedy Lane		EnergyTown	80	4/26/13	110	
<input type="checkbox"/>		57318 SE Wilson Loop		EnergyTown				

Display: 10 buildings

Showing 1 to 10 of 246 buildings

« Previous Next »

You can create your own labels for individual buildings in the Manage Labels section. These can be formal compliance labels, workflows, or other personalized notes.

The screenshot shows the Building Energy platform interface. On the left, there's a sidebar with various project management and data analysis tools. The main area displays a list of buildings with their addresses, energy scores, and other metrics. A modal window titled "Manage Labels" is open over the building list. This modal allows users to "Create new label" (with a "Did not comply" example) or "Edit your existing labels" (listing "Missing data", "In review", and "Complied"). Each label entry includes edit and delete buttons. An orange arrow points from the explanatory text at the top to the "Create new label" section of the modal. The background table shows building details like address, energy score, generation date, and national median site EUI.

ADDRESS	ENERGY SCORE	GENERATION DATE	NATIONAL MEDIAN SITE EUI	NATIONAL MEDIAN SOURCE EUI
243909 SW Taft Boulevard	84	3/19/13	96	100
219222 SW Filbert Avenue	73	3/22/13	101	105
12156 E Obama Court	75	9/26/13	119	125
134217 SE Kennedy Lane	85	3/28/13	85	90
57318 SE Wilson Loop	80	4/26/13	110	115

Display: 10 buildings Showing 1 to 10 of 246 buildings « Previous Next »

As you review your data in BE you can update labels individually and in batch.

The screenshot shows the Building Energy (BE) software interface. On the left, there's a sidebar with icons for DEMO ENERGY, Log Out, PROJECTS (2), BUILDINGS (517), DATA (3), ORGANIZATIONS (15), FEEDBACK, and HELP. The main area is titled "2014 Benchmarking (246 Buildings)". It includes a search bar and two buttons: "Project Buildings" and "List Settings". Below this, it shows the "TYPE OF SUBMITTAL: Benchmarking", "YEAR ENDING: 12/31/2014", and "DEADLINE: 02/28/2015". A "Project Actions" dropdown menu is highlighted with a red arrow. The main content is a table with columns: STATUS, ADDRESS LINE 1, ADDRESS LINE 2, CITY, ENERGY STAR SCORE, GENERATION DATE, NATIONAL MEDIAN SITE EUI, and NATIONAL MEDIAN SOURCE EUI. The table lists 10 buildings from a total of 246, with columns for each building's status, address, city, energy score, generation date, and national medians. At the bottom, there are buttons for "Display: 10 buildings", "Showing 1 to 10 of 246 buildings", and navigation links "« Previous" and "Next »".

	STATUS	ADDRESS LINE 1	ADDRESS LINE 2	CITY	ENERGY STAR SCORE	GENERATION DATE	NATIONAL MEDIAN SITE EUI	NATIONAL MEDIAN SOURCE EUI
<input type="checkbox"/>	Status	Address Line 1	Address Line 2	City	Min Max	r n	Min Max	Min Max
<input type="checkbox"/>	Did not comply	198832 SE Arthur Loop		EnergyTown	74	4/1/13		96
<input type="checkbox"/>	Complied	90256 S Cantaloupe Court		EnergyTown	86	3/19/13		101
<input type="checkbox"/>	Complied	241773 W Apples Avenue		EnergyTown	79	3/28/13		95
<input type="checkbox"/>	Complied	162695 NW Monroe Alley		EnergyTown	89	4/1/13		106
<input type="checkbox"/>	Did not comply	181881 E Myrtle Street		EnergyTown	79	3/22/13		110
<input type="checkbox"/>	Complied	243909 SW Taft Boulevard		EnergyTown	84	3/19/13		129
<input type="checkbox"/>	Complied	219222 SW Filbert Avenue		EnergyTown	73	3/22/13		101
<input type="checkbox"/>	In review	12156 E Obama Court		EnergyTown	75	9/26/13		119
<input type="checkbox"/>	Missing data	134217 SE Kennedy Lane		EnergyTown	85	3/28/13		85
<input type="checkbox"/>	Complied	57318 SE Wilson Loop		EnergyTown	80	4/26/13		110

Support.

Building Energy offers unparalleled support. Whether you prefer phone, email, or live chat our team is here for you to ensure your success. We also encourage our users to provide feedback on features, propose enhancements, or engage with us more actively in developing subsequent releases. We look forward to working together!

~ The Building Energy Team

The screenshot shows the Building Energy software interface. On the left is a vertical navigation bar with icons and labels: DEMO ENERGY (Log Out), PROJECTS (1), BUILDINGS (517), DATA (3), ORGANIZATIONS (15), FEEDBACK (selected, highlighted in blue), and HELP. At the top right are user demo information and a plus sign for adding new items. The main content area has a header with the BE logo and 'BUILDING ENERGY™' and a search bar. The current page is titled 'Feedback'. It contains text inviting users to join an online support chat room, collaborate with colleagues across regions, and email the support team at support@buildingenergy.com. A blue button at the bottom left of the content area says 'Join the BE chat room'. An orange arrow points from the text 'Live real-time support!' to this button. The footer features the BE logo and 'BUILDING ENERGY™'.

DEMO ENERGY [Log Out](#)

PROJECTS (1)

BUILDINGS (517)

DATA (3)

ORGANIZATIONS (15)

FEEDBACK

HELP

demo ▾ +

BE | BUILDING ENERGY™

Feedback

We invite you to join the BE online support chat room, sit in and speak up with your questions and feedback on the software.

To better foster collaboration between regions you will be able to see the conversations of your colleagues in other cities and even ping them directly!

You can also email the BE support team at support@buildingenergy.com.

Join the BE chat room ← Live real-time support!

BE | BUILDING ENERGY™