



PNPSCADA



COURSE 121

**Accountant Role:
Checking, Running and
Exporting Bills**



PNPSCADA

The NEXT Generation AMR

Gives you the power to configure your own
AMR, via an easy to use Web interface



Plug and Play
SCADA

At SDG Technologies we believe in empowering the customer.

Plug and Play Scada:

- ❖ Encapsulates a powerful Tariff Engine.
- ❖ Empowers you to publish Monthly bills to your customers online.
- ❖ Enables you to Check your Bills before publishing it to your customers, including data validity checks, variance reports, and many more checks.
- ❖ Allows you to Export your Monthly bills via different formats for printing, checking and importing into external accounting systems.

Previous Course Requirements

120- Accountant - Configuring Tariffs, Time of Use Calendars and Meter Accounts

Once you have done this Course, you should be able to:

- Validate Meters
- Run Bill
- Compare Bills To PreviousRuns
- Maintain Bills
- Export Bills



MODULE: Checking, Running and Exporting Bills

Meter Validation Screen - Selection Screen

The screenshot shows a web browser window with the URL <https://sdg.pnpscada.com/overview/>. The page header features the PNPSCADA logo and navigation links: [Home](#), [Site](#), [View All Sites](#), [Reports](#), [Jobs](#), [Help](#), [Info](#), [FAQ](#), [Quick Search](#), and [Logout](#). The main content area is titled "Meter Validation Screen" and contains a "Selection Screen" section. This section has two columns: "Field Name" and "Field Value".

Field Name	Field Value
Meter Serial Number*	<input type="text"/>
Meter Name*	<input type="text"/>
Place*	<input type="text"/>
Site*	<input type="text"/>
Zone*	<input type="text"/>
Modem ID or SIM number*	<input type="text"/>
Modem Name or Phone Number*	<input type="text"/>
Financial Year start (MM-DD)*	<input type="text"/>

*Optional

A Blank Submit Returns All Meters
To do Bulk Validations per event, go to View then Bulk Event Report.

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MODULE: Checking, Running and Exporting Bills

Meter Validation Screen - Selection Screen (Continued)

- Get as much information as is required to determine if you may still bill on this meter.
- If you find that the readings on the meter are insufficient for billing, you can take various steps to fix that:
 - ❖ e.g. if the CT ratio was incorrect, you can attempt to fix it using the Tools > Modify Readings Screen.
 - ❖ Or you might want to delete all profile in a certain range, and use the Edit > Totals Screen to interpolate profile.
- The column marked "Validate within 0%" is a percentage on how much the profile and totals may vary from each other. 0% means the profile must match the totals exactly. 10% means the profile and totals may differ as much as 10%.
- Once you are satisfied that the meter may be billed on, you may validate it.
- To validate without reservations click on the green Unreservedly button.
- If you are not 100% sure that the data is good click on the yellow With Reservations button. You will be asked for a reason that will be logged in the system under Tools > Fault Log as a fault that has been cleared. This is to say that the data may be billed on, but there is actually something wrong.
- The system will now check that the sum of the profile and the difference between totals match within the given "Validate within" threshold. If they don't, the meter will not be marked valid and all accounts linked to this meter will not be included in the bill run.



MODULE: Checking, Running and Exporting Bills

Run Bill

The screenshot shows a web browser window with the URL <https://sdg.pnpscada.com/overview?meter=...>. The page header features the PNPSCADA logo and navigation links: Home, File, Edit, View, Reports, Tools. The main content area is titled "Run Bill" and contains the following form elements:

- What Meter Account(s) do you want to Run a bill for?**
 - All
 - Choose Meter Account(s):
 - Name:
 - by dependency on:
 - Account/Callback ...:
 - Cell Phone Number...:
 - by class of entry:
- From When to When do you want to Run a Bill?**
 - From (YYYY-MM-DD HH:mm:ss):
 - To (YYYY-MM-DD HH:mm:ss):
- Enter Separate Invoice Date (optional)
- Specify Alternative Bill Category
- Include Correction (optional)
- Don't allow overlapped bills
-

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MODULE: Checking, Running and Exporting Bills

Run Bill (continued)

- Go to Tools ► Run Bill
- You can run the bill for all accounts, or specify only a subset using sets.
- Specify the from and to date for the bill run. Remember that From is always included and To is always excluded. That is with 2012-05-01 to 2012-06-01, the readings on the day of 2012-05-01 forms part of the bill, and the readings on the day of 2012-06-01 does not form part of the bill.
- You can specify a separate invoice date by checking the Enter Separate Invoice Date check box and entering a date. Otherwise it will default to today's date.
- Include Correction to Last Month's Bill is for cases where last month's data was wrong and the account incorrectly billed. The bill for last month will be run again and compared to the historical bill and the difference will be added as a line item to this month's bill as a correction.
- Click Submit...
- All meter accounts selected will be listed. If a meter account is ready for billing "Meter Account OK" will be displayed under that account. If it is not ready for billing the reason will be displayed under the account.
- At the end of the list you will be asked if you want to continue running a bill.
- Click Continue...
- The bill will now run.
- Wait for it to finish. This might take long depending on how many accounts there are.
- It will generate a list of accounts that the bill could not run and on that it did run for. You can use this list to run the bill again, but only for this previously "Bad" set.



MODULE: Checking, Running and Exporting Bills

Bill Variance Report

Home | File | Edit | View | Reports | Tools | Help | Inbox (0) | Quick Search | Logout (2019/02/01)

Bill Variance Report

Header Account: Customer 11, Customer 12, Customer 13, ...
From: 2019 01 01 00:00 To: 2019 02 01 00:00

BILLED METER ACCOUNTS

Customer	METER NAME	PERC.	DUOD.	DUOD.	DUOD.
06418 (Customer 5)	R2334.04 none	— none	— none	— none	— none
06564 (Customer 8)	H1697.52 none	— none	— none	— none	— none
06417 (Customer 4)	R1707.98 none	— none	— none	— none	— none
06570 (Customer 7)	H1110.80 none	— none	— none	— none	— none
06416 (Customer 3)	R2404.00 none	— none	— none	— none	— none

No Problem(s) Meter Accounts on Bill 5 / 44

BILLED ITEMS PER METER ACCOUNT

Invoice	GRP	CD	TRF	AMT	PERC	DUOD	DUOD	DUOD	DUOD	DUOD	
06310	28425	Electricity	Consumption	2504.07	none	no bill	for customer	no bill	for customer	no bill	for customer
06417	32417	Electricity	Consumption	1707.98	none	no bill	for customer	no bill	for customer	no bill	for customer
06318	28425	Electricity	Consumption	2224.04	none	no bill	for customer	no bill	for customer	no bill	for customer
06410	32430	Electricity	Consumption	1110.80	none	no bill	for customer	no bill	for customer	no bill	for customer
06422	28422	Electricity	Consumption	2697.52	none	no bill	for customer	no bill	for customer	no bill	for customer

No Problem(s) 31

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MODULE: Checking, Running and Exporting Bills

Bill Variance Report (continued)

- At the end of the bill run is a link to variance report, click that to go to Tools ☒ Bill Variance Report.
- Here you can see two tables.
- The first table shows one line for each billed account. It has multiple columns comparing this run with the last 3 runs.
- The second table shows one line for each line item in the tariff of each billed account. Also comparing the last 3 months.
- Each value is shown as an average per day. This is because some months are longer than others and thus it is not easy to compare long months with short ones.
- After the second table you can enter a percentage threshold with which each account may be different. Accounts that are different with more than this value are shown in red. The default is 30%.
- You should look into each red item to figure out why a customer's account has gone up so much.
- If you click on the links in the table it will take you to that account.
- One legitimate reason is due the maximum demand. For this reason the second table is provided.



MODULE: Checking, Running and Exporting Bills

Maintain Bills

The screenshot shows a web browser window with the URL <https://bdg.pnp-scada.com/maintainBills/gp/maintain2...>. The page header features the PNPSCADA logo and the text "Plug and Play SCADA". Below the header is a navigation bar with links for "Home", "File", "DB", "View", "Report", and "Tools". The main content area is titled "Maintain Bills" and includes the following elements:

- Optional: choose sub set of meter accounts
- Choose Billing Dates of Bill:** A text input field containing "2023-01-01 2023-01-31".
- Choose Meter Account:** A list of meter accounts with checkboxes, including:
 - Customer 1 : 0000
 - Customer 4 : 0004
 - Customer 5 : 0005
 - Customer 7 : 0007
 - Customer 9 : 0009
- Legend:** Y is published, N is not published, C is captured.
- Buttons: "Publish", "Unpublish", "Delete".
- Footer: "© 2013-2023 PNPSCADA. All rights reserved."



MODULE: Checking, Running and Exporting Bills

Bill Export

The screenshot shows a web browser window displaying the PNPSCADA application. The browser's address bar shows the URL: http://sdg.pnp-scada.com/#!/#/person_profile.html#285. The application header includes the PNPSCADA logo and the text "Plug and Play SCADA". Below the header is a navigation menu with options: Home, File, Edit, View, Account, Tools. The main content area is titled "Bill Export" and shows a date range of "2018-01-01 00:00:00 to 2018-01-01 00:00:00". Under "New Accounts to Report", there is a list of accounts under "All Accounts" and "Specify a Set...". The "Specify a Set..." section is expanded to show "Choose Accounting" with a list of customer IDs: Customer 0: 0000 (26111), Customer 1: 0000 (26111), Customer 2: 0000 (26111), and Customer 3: 0000 (26111). Below this is a "Export Format:" section with a list of export options, each with a "Download" link. The options include: One Row/Record per Bill (Summary) spreadsheet (.csv format) (data in separate columns), One Row/Record per Bill Time (Table) spreadsheet (.csv format), HD4 Property Systems Meter Reading Test Download (.txt), HD4 Property Systems Meter Reading Test Download (.xml), One Page per Meter Account - Adobe Acrobat document (.pdf format), One Page per Lot number - Adobe Acrobat document (.pdf format), HD4 Property Systems Invoicing System Download (.xml) link, Hurwitz Meter Reading File Download (.CSV), for the following (.CSV) upload: [Choose File] (No file chosen) [Go], Meter Reading Download (.txt) Download spreadsheet (.csv) [Go], Partial Invoice Download (Partial format and source compatible) (.xml) [Go], Partial Division Invoice Download (.xml) [Go], Meter Reading Download (.xml) Download (.TXT), for the following (.CSV) upload: [Choose File] (No file chosen) [Go], Meter Reading Download (.TXT), for the following (.TXT) upload: [Choose File] (No file chosen) [Go], Meter Reading Download (.XML), for the following (.XML) upload: [Choose File] (No file chosen) [Go], and Meter Reading File Download (.CSV), for the following (.CSV) upload: [Choose File] (No file chosen) [Go]. At the bottom of the list is a "[Close]" button.

