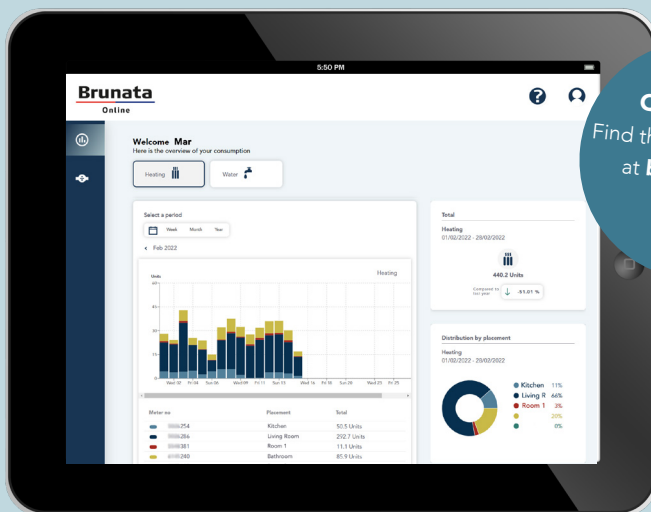


Brunata Online for Residents

Brunata Online Resident User guide



Questions?
Find the answers easily
at [brunata.com](https://www.brunata.com)

Content

1. Introduction	
1.1. What is Brunata Online?	3
1.2. How to access Brunata Online?	3
1.3. Activation	3
2. Consumption Overview	5
2.1. Consumption Tabs	5
2.2. Consumption Graph	5
2.3. Consumption Table	6
2.4. Consumption Comparison	6
2.5. Total Consumption Tile	7
2.6. Distribution by placement	7
3. Meter Values	8
3.1. Individual Meter Tile	8
4. My Profile and Help Icons	9
5. Forgotten Password	10
6. Brunata Online Mobile App	11
6.1. Consumption Overview	11
6.2. Side Menu	12
6.2.1. My Profile Tile	12
6.2.2. Meter Value	13
6.2.3. Monitoring	13

1. INTRODUCTION

1.1. WHAT IS BRUNATA ONLINE RESIDENT?

Brunata Online is a platform for administrators and residents, where they can get a comprehensive overview of data from consumption meters through user-friendly graphs and tables.

As a resident, you get access to relevant information and graphical displays of your consumption. The platform also provides tools for optimising energy consumption and is available in two versions: desktop and mobile.

1.2. HOW TO ACCESS BRUNATA ONLINE?

Brunata Online can be reached at online.brunata.com.

In order to access your data, click the Log in button and you will be navigated to the Login page.

Note: To access Brunata Online, it is necessary for the meters in your property to be read remotely and your Administrator must have signed up for Brunata Online for residents.

1.3. ACTIVATION

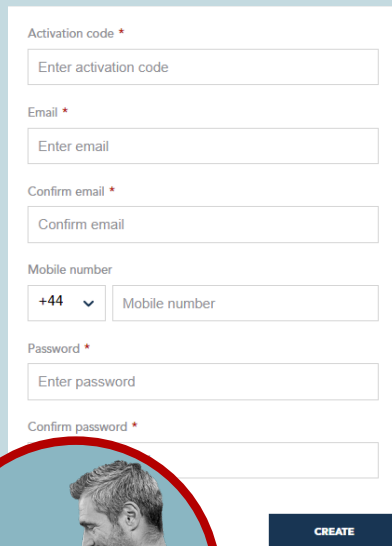
To be able to log in, you must have received an activation letter or an E-Mail from your building administrator.

If you have received an activation letter, go to online.brunata.com and click **New user button**. On the next page confirm that you are a resident and you'll be re-directed to **Profile Activation page**. Fill out the necessary information and click **Create**.

Go to your E-Mail and find a mail from noreply@brunata.com to verify your E-Mail.

After clicking on the verification link, your account is ready to use.

Go to online.brunata.com to log in.



Activation code *

Enter activation code

Email *

Enter email

Confirm email *

Confirm email

Mobile number

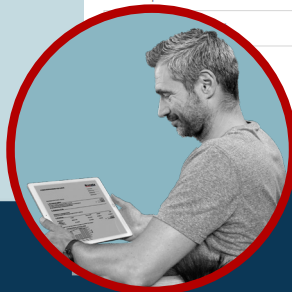
+44 ▼ Mobile number

Password *

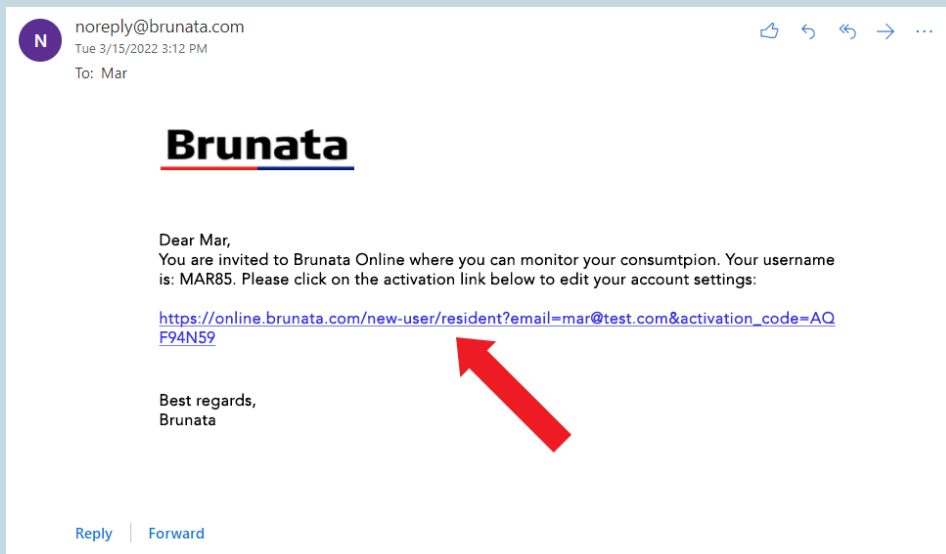
Enter password

Confirm password *

CREATE



If you have received an activation E-Mail, click on the activation link.



Enter your mobile phone number and password and click on Create.

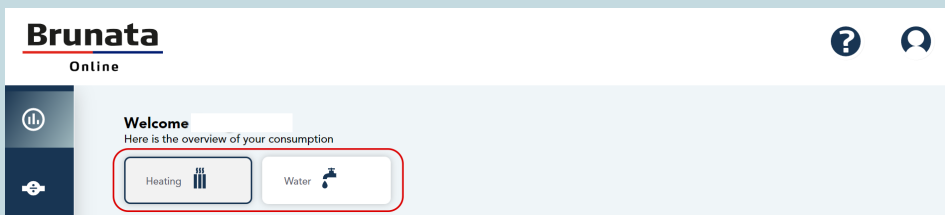
The form is titled 'Mobile number *' and has a dropdown menu showing '+44' and a text input field labeled 'Mobile number'. Below this is a 'Password *' field with a masked password '*****'. Underneath is a 'Confirm password *' field, also with a masked password '*****'. A red rectangular box highlights the 'CREATE' button at the bottom right of the form.

You can now go to online.brunata.com and log in.

2. CONSUMPTION OVERVIEW

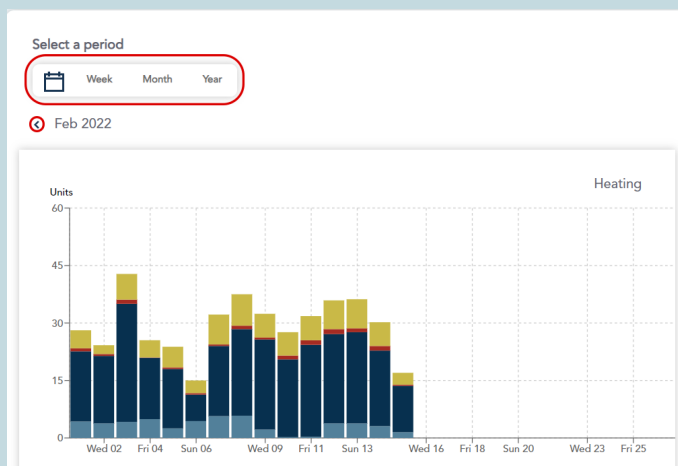
The Consumption overview page provides an overview of your consumption through user-friendly graphs.

2.1. CONSUMPTION TABS are showing types of consumption available to you. You can easily navigate and choose the type of consumption to view by clicking on the tabs. You will only see tabs for consumption that is being measured in your apartment.








2.2 CONSUMPTION GRAPH gives you a visual presentation of your consumption for each of the devices. Every meter has its own color in the graph.

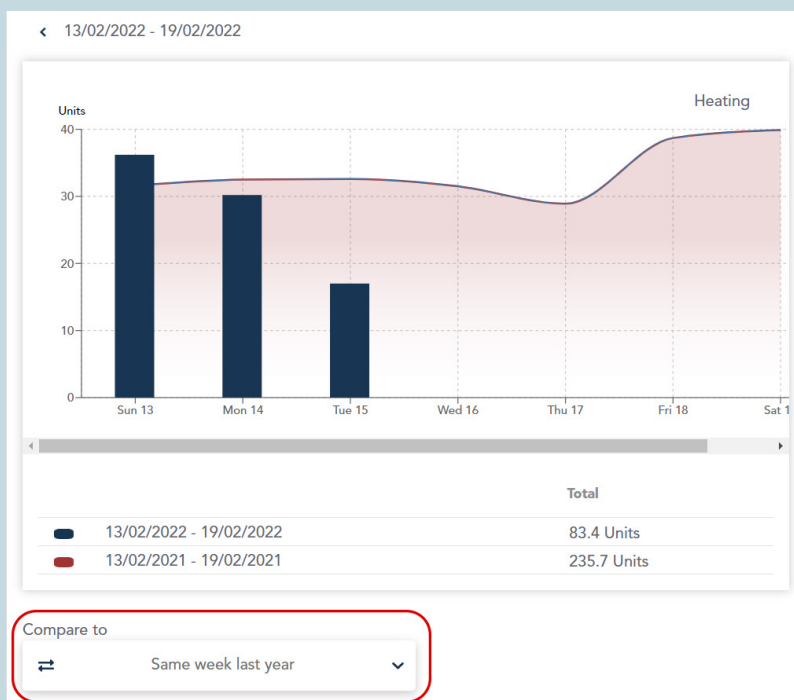
You can select the period you want to check your consumption for by clicking on the time frame. Viewing options are **Week**, **Month** and **Year** or your customized time period which can be selected by clicking on the calendar icon. You can also navigate through the periods of time by using forward and backward arrows.



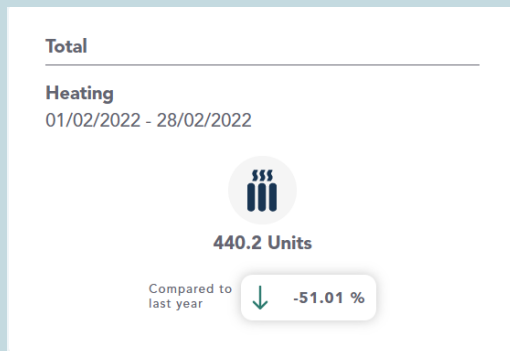
2.3. CONSUMPTION TABLE shows meters, meter placement and total consumption measured on each meter.

Meter no	Placement	Total
 5026254	Room 2	8.4 Units
 5026286	Living Room	55.6 Units
 5548381	Room 1	2.5 Units
 6145240	Kitchen	16.9 Units
 6148107	Room 3	0 Units

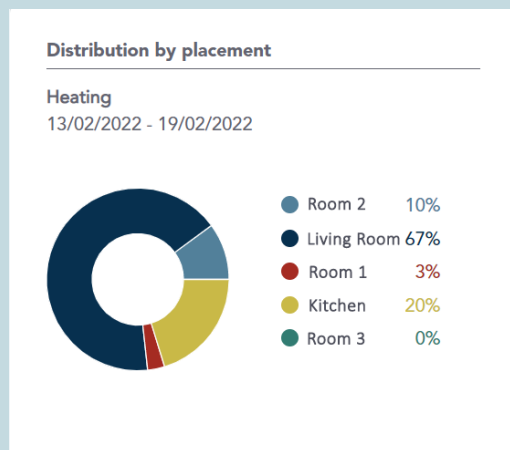
2.4. CONSUMPTION COMPARISON allows you to compare consumption to the previous period or the same period in the previous year. This overlays the consumption graph with a comparison line, so you can easily compare the two periods. In order to choose the period you wish to compare, click on the **Compare to** tab beneath the graph and choose the time period.



2.5. **TOTAL CONSUMPTION TILE** gives an overview of the total consumption for the consumption type and helps you to compare current consumption to the same period last year to see if this has increased or decreased.



2.6. **DISTRIBUTION BY PLACEMENT** shows the distribution of consumption by placement of the meter installed in the household, eg. living room, bathroom etc.



3. METER VALUES

Meter values page shows you values for all meters on a selected date. Select a date by clicking on the calendar icon or the arrow.

3.1. INDIVIDUAL METER TILE shows the reading and time of reading for a meter together with placement and meter number. You can also edit the placement of meters by clicking on the pencil icon on the each tile. To save the changes, click out of the field or press enter.

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Meter values
Select for which date to retrieve meter values:

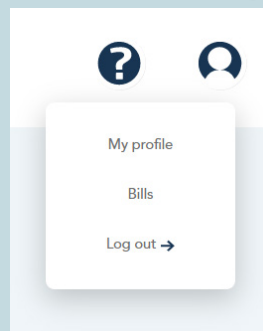
16/02/2022

Room	Meter no.	Date	Time	Reading
Room 1	6286	15/02/2022	00:00	2,576.2 Units
Room 2	6254	15/02/2022	00:00	741.8 Units
Room 3	2578	15/02/2022	00:00	148.241 m3
Room 4	8381	15/02/2022	00:00	71.5 Units
Værelse 1	8107	15/02/2022	08:03	0 Units
Bad/Toilet	5240	15/02/2022	08:09	924.7 Units

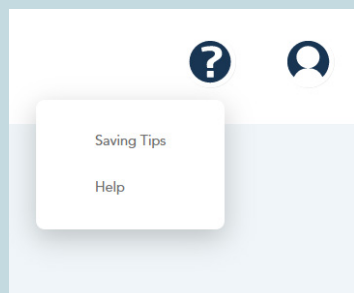
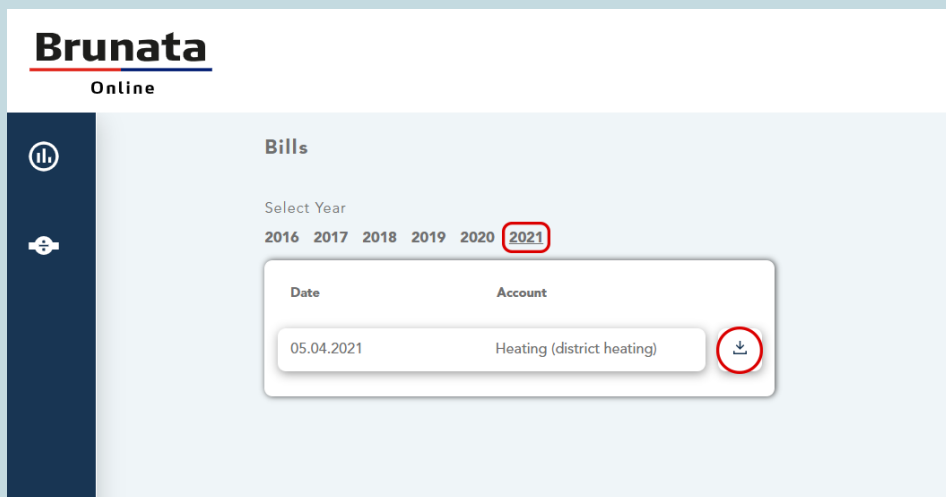
4. MY PROFILE AND HELP ICONS

You can access your profile by clicking on the **My profile** icon on the navigation pane in the top right corner. From here you can also access your Bills section or Log out.

By opening a profile page, you can easily edit or update your details such as E-Mail address, mobile number or password and preferred language.



Bills page displays your previous consumption bills. You can select a year you wish to see and a specific bill. By clicking on the specific bill, you can see relevant information and download a PDF.



To access tips and tricks on how to decrease your consumption, click on the **Question mark** icon on the navigation pane in the top right corner. From here you can also access **Help section** on our website and fill out a Contact form.

5. FORGOTTEN PASSWORD

To reset a forgotten password, open the Brunata Login page (online.brunata.com) and click the **Log in** button. You'll be navigated to the **Sign in** page.

1. Click on the **Forgot your password?** below Username and Password tab and you'll be navigated to the first step of the password reset process.
2. On the following page, enter your Username associated with your Brunata account and click on **Continue**.
3. To send a Verification Code, enter Email Address and click the **Send Verification code** button. Verification code will be sent out to email address you provided.
4. Enter the code, click on the **Verify code** button and in the next page click **Continue**.
5. You will be navigated to **Reset password** page.
Enter new password in both tabs and click **Continue**. Your changes have been saved, you can now log in.

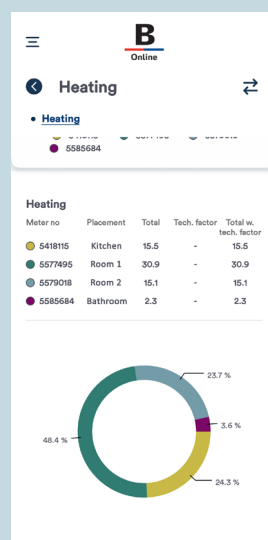
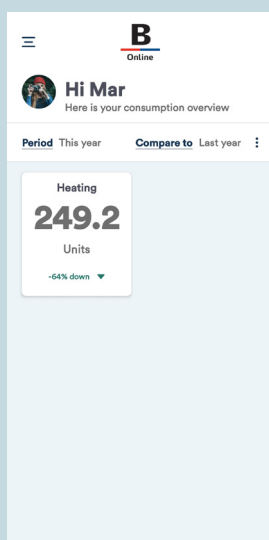
6. BRUNATA ONLINE MOBILE APP

In order to use the Brunata Online Resident App, your administrator must have granted you access to Brunata Online. You can log in to the app with the same login and password.

Find Brunata Online App on [Google play](#) or [App Store](#).

6.1. CONSUMPTION OVERVIEW

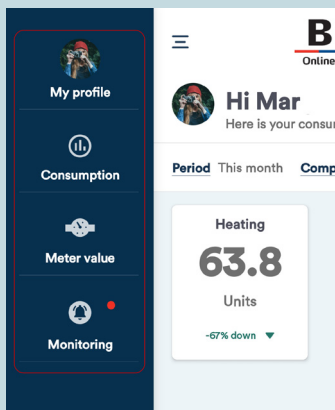
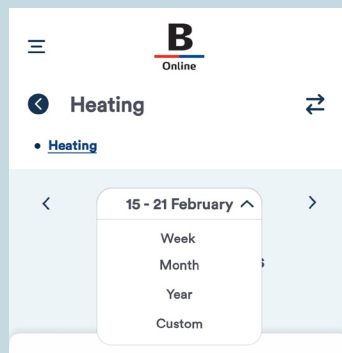
Here you can see your complete consumption overview eg total consumption measured from all devices you have installed in your apartment. Tapping on a specific tile gives you an overview of a specific type of consumption - for instance Heating. Here you can see two types of graphs which show consumption allocation and list of locations where devices are installed, eg kitchen, living room, bathroom.



You can also choose the period you want to see the consumption for by tapping on one of the offered options: **Week, Month, Year and Custom**.

Setting up "Custom"

Tapping on Custom navigates you to the date picker feature where you can easily choose the consumption time period you want to see. To navigate between months and years, choose "back and forth" arrows in the date picker. After you chose the desired date, tap on Finish.

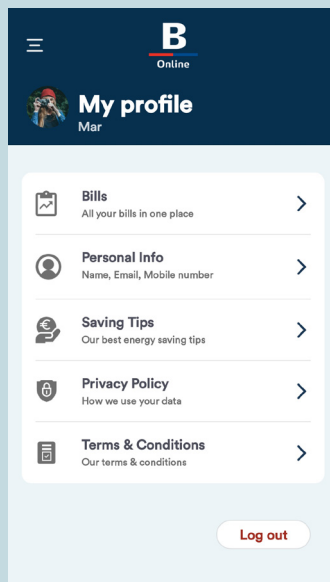


6.2. SIDE MENU

Tapping on three dashes in the top opens up the side menu where you can choose between My Profile, Consumption, Meter Value and Monitoring tiles.

6.2.1. MY PROFILE TILE contains:

- List of bills in PDF since you became Brunata customer that can be easily downloaded by tapping on the download icon on the side
- Personal info tile where you can edit your Name, Mobile number, Preferred language and change your password. Username and email address are not editable.
- Saving tips where you can see some useful tips that can help reduce your consumption
- Privacy policy and Terms & Conditions
- Log out button



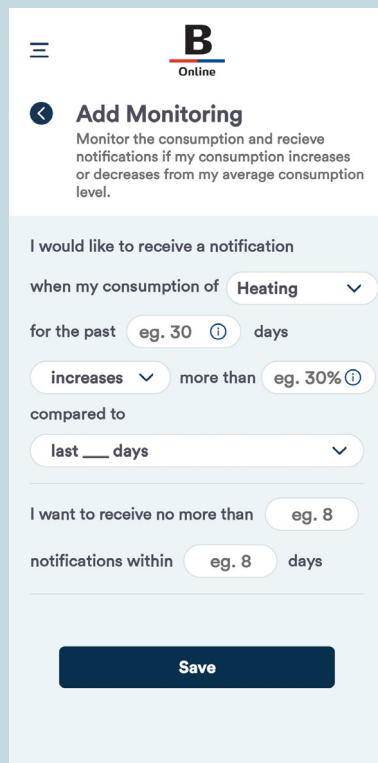


6.2.3. **MONITORING** allows you to set up monitoring of your devices in order to receive notification in case consumption increases or decreases from your average consumption level.

Tap on **Set Up Monitoring Button**, choose the parameters and tap **Save button**.

When your monitoring rule is met, you will receive a push notification, and all notifications can be found on the notification tab afterwards.

6.2.2. **METER VALUE** shows the meter value on a specific date for each of the devices in your apartment. You can also edit placement of every device by tapping on the pencil icon in lower right corner of the tile.



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FREQUENTLY ASKED QUESTIONS

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