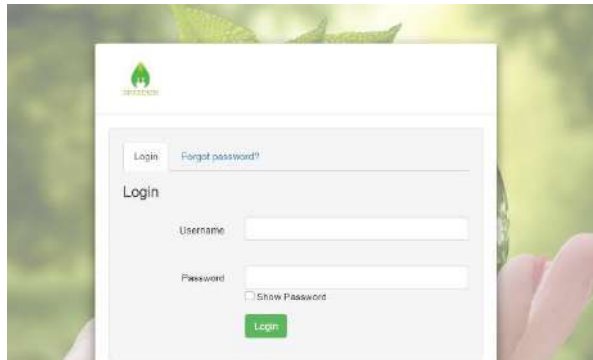


SPEEDIER MOBILE APP USER GUIDE MANUAL

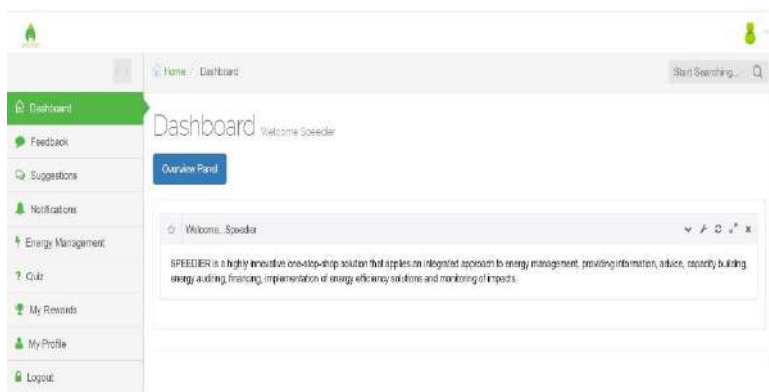
1 Login



- In the web browser of mobile or desktop paste the SPEEDIER app url : <http://www.speedier.ierc.info/login/login.php>
- User/Admin account credentials are entered here.
- SPEEDIER app is available in English language.

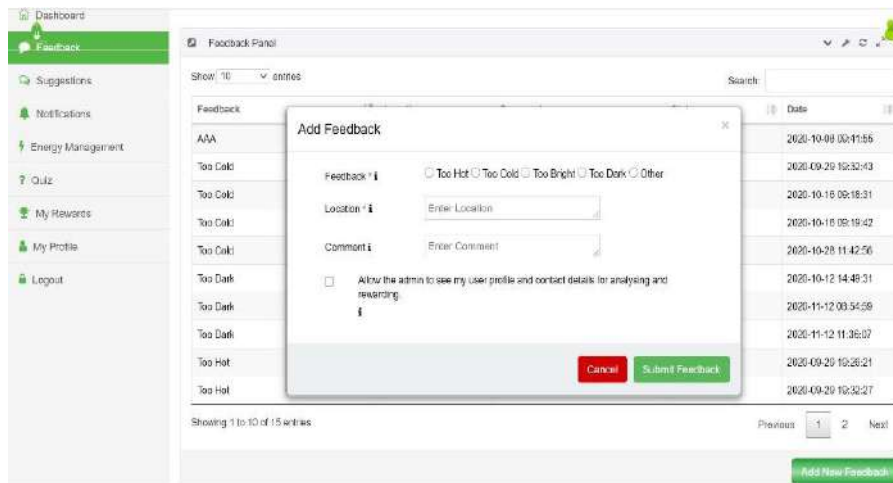
2 User Account

2.1 User Dashboard



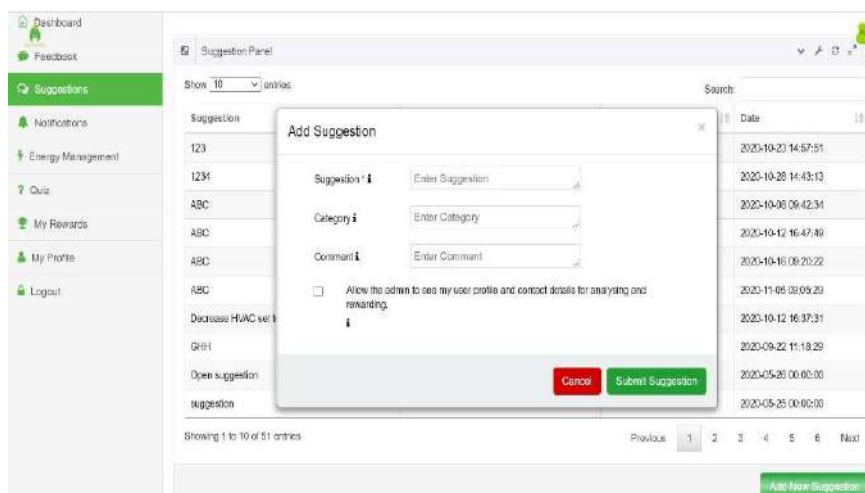
- User dashboard shows different functions available for a user in regards to energy management of their organisation.

2.2 Feedback



- User feedback is the function where a user can provide feedback on the comfort level of different office rooms or zones to the admin.
- User can view list of all the feedback provided by them and can add a new feedback.
- For providing a new feedback user need to choose the type of feedback, location of the discomfort zone and any comment if they want to provide any extra information about their feedback.
- User can either choose to share or opt out to share their identity with admin for any particular feedback that they are providing.
- If user has agreed to share their identity for any feedback, if admin need, they can contact the user for more information in regard to the feedback.
- In order to encourage the app usage, users will be rewarded for each of the feedback.

2.3 Suggestion



- User Suggestion is the function, where user can suggest any energy saving opportunity within their organisation to the admin.
- User can view list of all the suggestions made by them and can add any new suggestion.

- For suggesting a new energy saving opportunity user need to enter the probable energy saving opportunity, category of suggestion (whether it is general energy saving opportunity or is related to any particular equipment of the organisation), and any details of the suggestions.
- User can either choose to share or opt out to share their identity with admin for any particular suggestion that they are providing.
- If user has agreed to share their identity for any suggestion, if admin need, they can contact the user for more information in regard to the suggestion.
- In order to encourage the app usage, users will be rewarded for each of the suggestion.

2.4 Notification

ID	Notification Type	Notification Message	Date
101	Custom	Turn off your desktop before leaving for home	2020-11-12 11:40:26
100	Custom	Turn off your desktop before leaving for home	2020-11-12 11:40:23
99	Reward	Congratulations! You have received a reward for your feedback.	2020-11-12 11:38:20
97	Reward	Congratulations! You have received a reward for your feedback.	2020-11-12 11:36:07
95	Reward	Congratulations! You have received a reward for your suggestion.	2020-11-12 09:38:28
93	Reward	Congratulations! You have received a reward for your feedback.	2020-11-12 09:32:31
91	Reward	Congratulations! You have received a reward for your suggestion.	2020-11-12 09:12:35
89	Reward	Congratulations! You have received a reward for your suggestion.	2020-11-12 09:10:40
87	Reward	Congratulations! You have received a reward for your feedback.	2020-11-12 08:54:59
85	Custom	Switch off your monitor before leaving the office.	2020-11-06 15:20:18

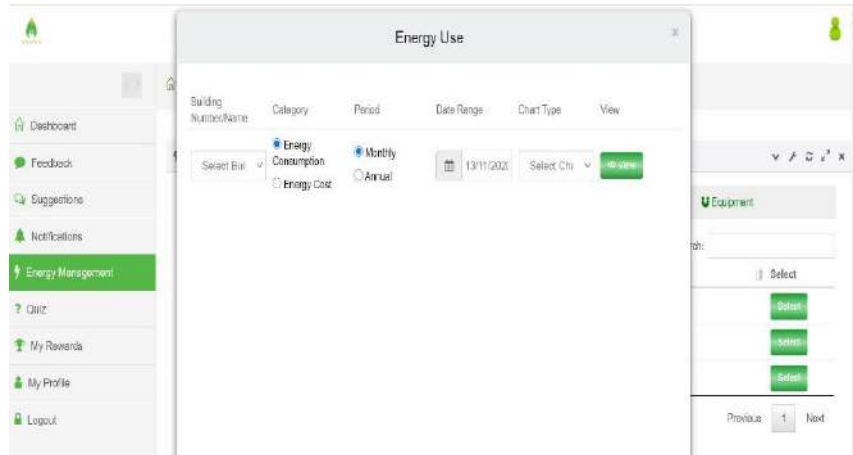
- User Notification is the function where user will receive notifications either for their rewards or any custom notifications sent by admin.
- Clicking on notification will redirect the user to respective page.

2.5 Energy Management

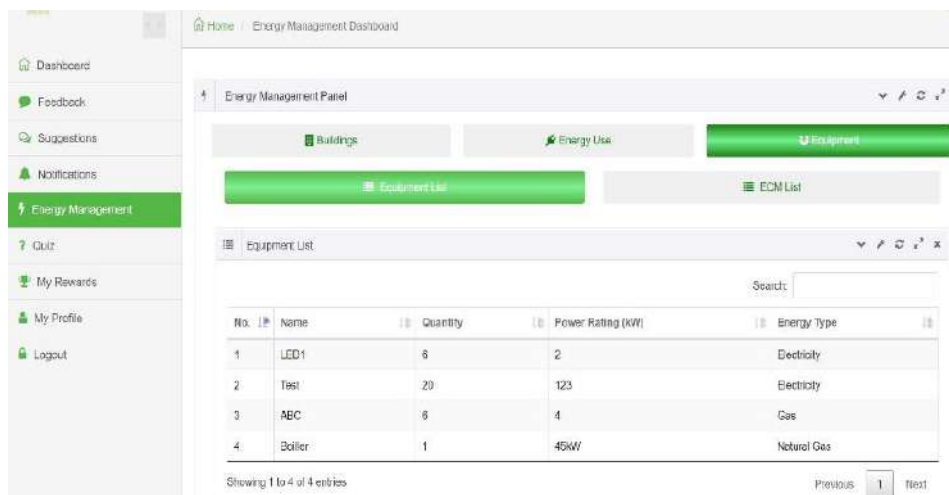
User Energy Management has three functions: -

Building ID	Building Name	BER (actual)	BER (target)	EnPI (actual)	EnPI (target)

- Buildings – In the Building function user can view energy related parameters of their office's building/s, in terms of actuals and target, if they have any



- **Energy Use** – In the energy use function user can view monthly/ annual consumption and cost of different types of energy being used in their organisation. These data can be viewed in the form of table, pie chart and line graph and user can even download these data in the various defined format.



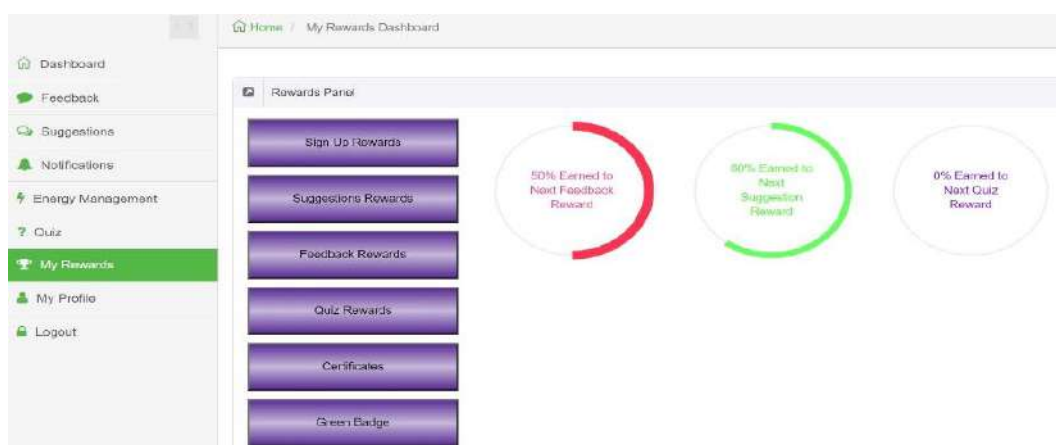
- **Equipment** – In the equipment function user can view details of various energy consuming equipment within their organisation and list of various Energy Conservation Measures (ECMs) with their cost category (No-cost, low-cost, med-cost, high-cost) and implementation status of each ECMs within their organisation.

2.6 Quiz



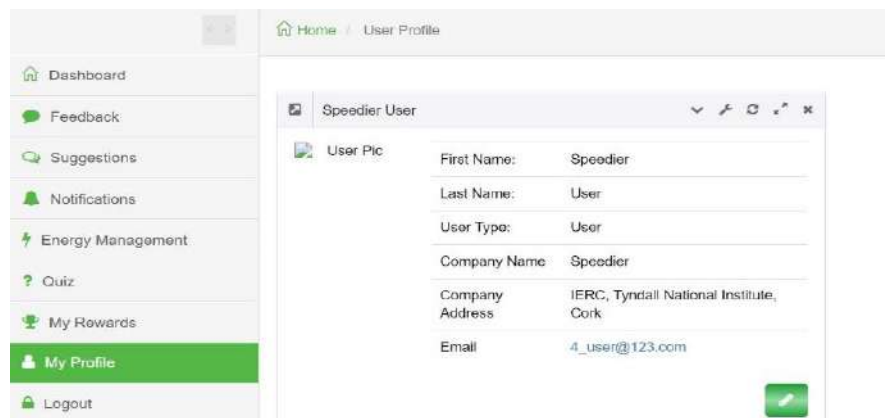
- User quiz is the function which will help the user to gain their energy knowledge through learning section and check the gained knowledge through quiz section.
- User can take any quiz round based on their knowledge level and will be rewarded for correct answers.
- User can also see history of their quiz score and their position in the organisation leader board.
- In the learning section there will be different documents for user to gain energy knowledge. These documents can be either viewed within the app or can be downloaded by users.

2.7 My Rewards



- User rewards is the function where user can view all his reward gained.
- These rewards can be different for different organisation and can be defined by the organisation admin account.

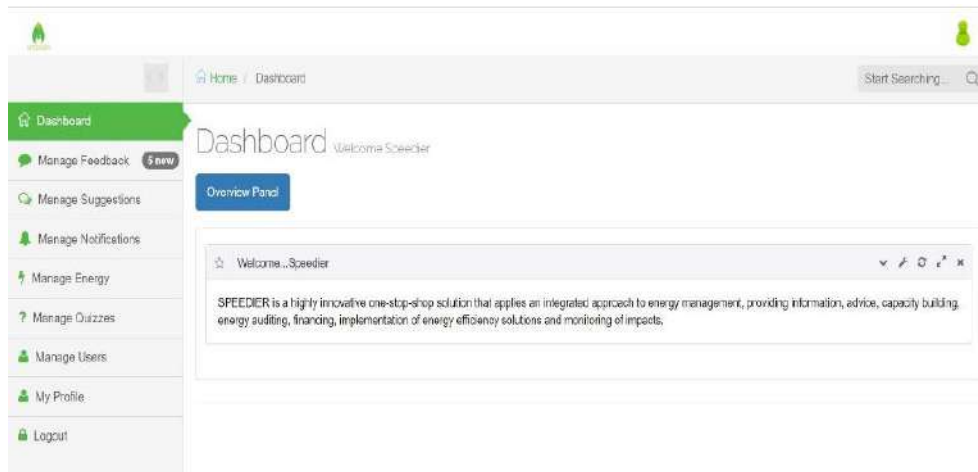
2.8 My Profile



- User profile is the function where user can change their profile information like First Name, Last Name and email address.

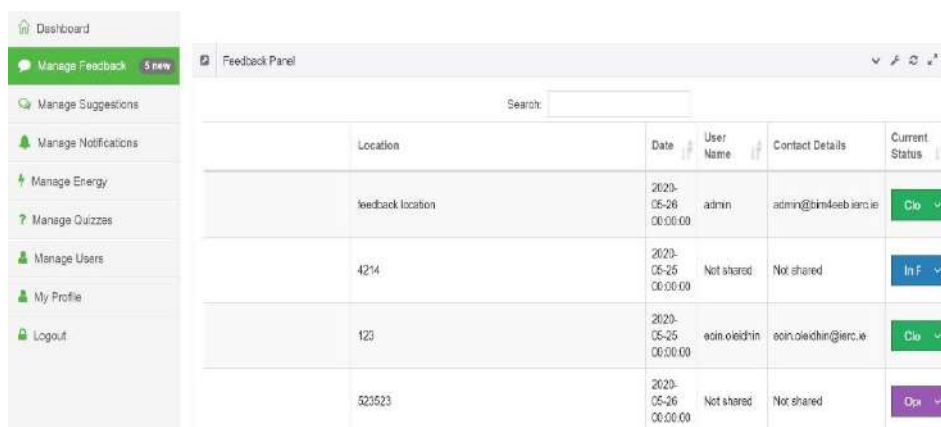
3 Admin Account

3.1 Admin Dashboard



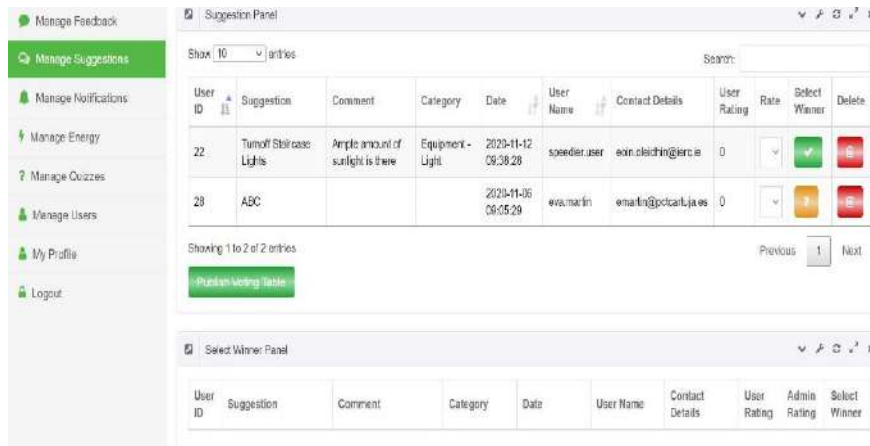
- Admin dashboard shows different functions available for the app admin of the organisation in regards to energy management and user management of their organisation.

3.2 Manage Feedback



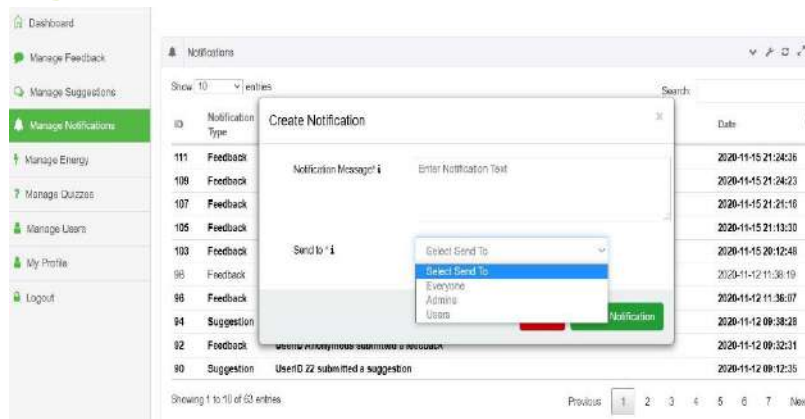
- Manage feedback is the function where admin can manage feedback provided by users.
- Admin can take action on the feedback, if they think the feedback needs any action for their organisation.
- Admin can maintain the feedback status as Open/In Progress/Closed according to the feedback and action taken.
- In case user has shared their identity with admin while providing a feedback, admin can contact user to get more information about any particular feedback, if they need.

3.3 Manage Suggestion



- Manage Suggestion is the function where admin can manage the energy saving suggestions for their organisation provided by users.
- Admin can rate each suggestion and publish the list of suggestion at the fixed interval for user voting.
- Admin can select a winner for the best suggestion based on admin rating and user voting.
- Admin can delete any suggestion, if they think the suggestion is irrelevant.

3.4 Manage Notifications



- Manage Notifications is the function where admin can see all the notification regarding user actions and create new custom notifications.
- Admin will be notified for each feedback and suggestion provided by users and notification will redirect admin to the respective page.
- If admin wants to communicate a piece of information regarding energy management of their organisation, admin can create custom notifications for particular audience for example User/admin (in case organisation has more than 1 admin account) /everyone.

3.5 Manage Energy

Admin Manage Energy has three functions: -

- Buildings –

Building ID	Building Name	BER (actual)	BER (target)	EnPI (actual)	EnPI (target)	Edit/Delete
1	Building 1	B3	A1	67	20	[Edit] [Delete]
12	Building 9	E1	C1	67	88	[Edit] [Delete]
18	ABC	B3	A2	67	23	[Edit] [Delete]

- Admin building is the function where admin can manage building energy information of their organisation.
- Admin can add/delete energy information about a new building.
- Admin can edit energy information of any building, in case there is any change.

- Energy Use –

- In the energy use function admin can view monthly/ annual consumption and cost of different types of energy being used in their organisation. These data can be viewed in the form of table, pie chart and line graph and admin can download these data in the various defined format.
- All the energy consumption and energy cost data will be fetched from SPEEDIER Energy Auditing Tool.
- Admin need not to enter any information regarding energy consumption and energy cost.

- Equipment –

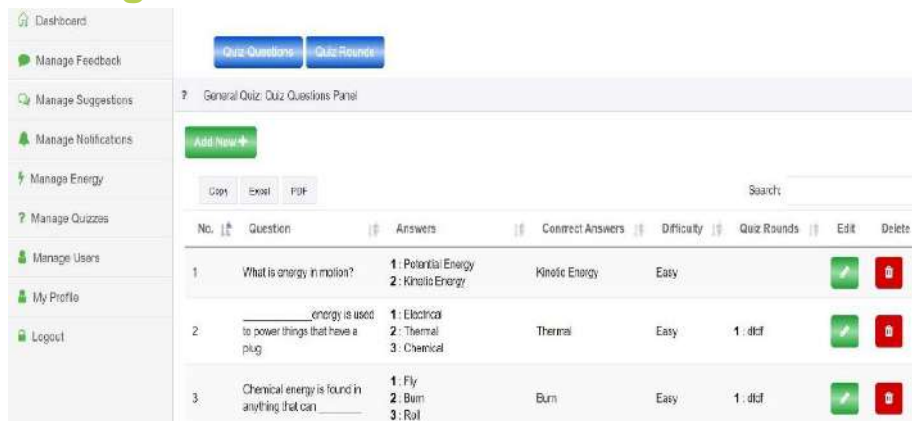
No.	ID	Name	Quantity	Power Rating (kW)	Energy Type	Edit	Delete
1		LED1	6	2	Electricity	[Edit]	[Delete]
2		Tast	20	123	Electricity	[Edit]	[Delete]
3		ABC	6	4	Gas	[Edit]	[Delete]
4		Boiler	1	45kW	Natural Gas	[Edit]	[Delete]

- Admin equipment is the function where admin can manage list of all the energy consuming equipment of their organisation and various general and equipment

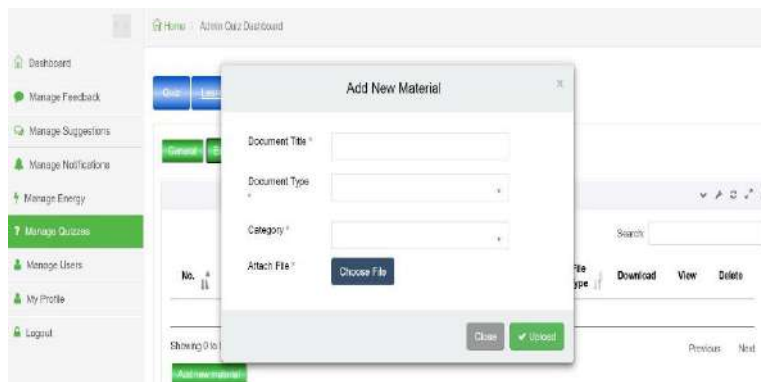
and associated Energy Conservation Measures (ECM) which could be applicable to their organisation.

- The list of equipment and ECMs will be fetched from SPEEDIER Energy Auditing Tool.
- Admin can add/delete and edit a piece of information in the list of equipment and ECMs.

3.6 Manage Quizzes



- Manage Quizzes will have two functions managing quizzes and managing learning materials for users.
- All the quiz questions, quiz rounds and learning material will be managed by admin and these can be different for different organisations.
- Admin can add/delete or edit any quiz question and quiz round for their organisation's users.



- Similarly, admin can upload or delete any learning material for their organisation's users.
- User will get notification upon adding a new quiz round and new learning material.

3.7 Manage Users

Dashboard

- Manage Feedback
- Manage Suggestions
- Manage Notifications
- Manage Energy
- Manage Quizzes
- Manage Users
- My Profile
- Logout

Home / User Profile

Speedier Admin

User Pic

Edit User Details

Username: speedier.admin

First Name: Speedier

Surname: Admin

Email: 4_user@123.com

User Role: Organisation Admin

Company Name: Speedier

Address: IERC, Tyndall National Institute, Cork

Close Save

- Manage Users is the admin function where admin can keep record and manage all user accounts of their organisation.
- Admin can add a new user account, delete and edit the existing user account for employees of their organisation.

3.8 My Profile

Dashboard

- Manage Feedback
- Manage Suggestions
- Manage Notifications
- Manage Energy
- Manage Quizzes
- Manage Users
- My Profile
- Logout

User Panel

Show 10 entries Search:

User ID	Username	Full Name	Company	Email	Edit	Delete
21	speedier.admin	Speedier Admin	Speedier	4_user@123.com		
22	speedier.user	Speedier User	Speedier	4_user@123.com		
24						
25						

- Admin's My profile is the function where admin can change their profile information like First Name, Last Name and email address.