Janitza E-Learning Portal

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# Manual Energy Invoice Professional



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# **Table of Contents**

1	CREATE A NEW EXPORT CONFIG	5
2	INVOICE POSITIONS	11
3	DISPLAY OPTIONS	14
4	STORAGE LOCATION	18
5	EXECUTE ENERGY INVOICE PROFESSIONAL	21



These instructions explain how to create an energy invoice in GridVis Desktop.

Content

- Scope of Energy Invoice Professional functions
- Explanation of reactive energy and increased reactive energy
- Creating a new data export
- Configuring the Energy Invoice Professional exports
- Execute the export

The "Energy Invoice Professional" function creates a report with the following content:

- Energy invoice with position table.
- Optional column display and description.
- Addresses, information and labeling fields.
- User-defined customer logo.
- 6 price brackets with additional information.
- Output of increased reactive energy.
- Fixed and relative costs.
- Bar chart for history and comparative period.
- Additional tables for history and comparative period.
- Position markings for overruns.
- Energy quantity as area ratio.

You can also create the **"Energy Invoice Professional"** as an **XLS, XLSX** or **PDF** file containing:

- Performance values (AVG, MAX),
- Electrical energy values
- User-defined energy values (e.g. gas, water, oil or other values).



#### i The configuration of the "Energy Invoice Professional" requires recorded values (historical values) of your measuring device and the corresponding type of measured value.

#### The active power factor is important when preparing energy invoices.

page 2 of 23



The ratio of active power **P** to apparent power **S** is called active power factor or active factor. The power factor can be between 0 and 1.

With sinusoidal currents, the active power factor corresponds to the cosine ( $\cos \varphi$ ). It is defined by the ratio P/S. The active power factor is a measure of which part of the apparent power is converted into active power. When active power and voltage is constant, the higher the active power factor  $\cos \varphi$ , the smaller the apparent power and current.

The tangent (tan) of the phase shift angle ( $\phi$ ) makes it easy to convert the reactive and active unit.

The system tries to achieve the highest possible power factor to avoid transmission losses in power supply units. Ideally, it is exactly 1 but is practically only about 0.95 (inductive). Power utility companies frequently prescribe a power factor of at least 0.9 for their customers. If this value is not reached, the active energy drawn will be invoiced separately. This is irrelevant, however, for private households. Systems for power factor correction serve to increase the power factor. If capacitors of suitable size are connected in parallel to the loads, the reactive current oscillates between the capacitor and the inductive load. The higher-level network is no longer under an additional load. If a power factor of 1 is reached through a correction, only active current is transmitted.

You can find more information about this subject on our website.

The electricity supply contract specifies an active power factor ("target cosphi") of 0.95.

According to the formula: Target tanphi = tan(arccos 0.95) = 0.33, the customer has 33% of his active energy as reactive energy at no charge:

Active energy of 100,000 KWh results in free reactive energy of approximately 33,000 kvarh. For reactive energy of 75,000 kvarh, 42,000 kvarh are charged separately to the customer as increased reactive energy.

- **i** Free increased reactive energy of 50% corresponds to a cosine phi target of 0.9.
- i If you invoice apparent power or apparent energy (occurs abroad, for example), enter the **target cosphi = 1**. Apparent power and apparent energy appear in the Energy Invoice Professional in kVA or kVAh.



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## **1** Right-click the **Exporte & Reporte** tree item.

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1 Click the Create data export list item.



### 1 Create a new export config

🌆 Create a new export config	×
Steps 1. Select a script	
	< Back Next > Finish Cancel Help

Click the **Skript** dropdown button.

🌆 Create a new export config		×
Steps           1. Select a script	Script       Commissioning report.         Comtrade Export       Comtrade Export         Energy Consumption Overview (2 user-configurable periods)       Energy (Consumption Overview (current and last year))         Energy Invoice       Energy Invoice Professional         Energy/Power Values Export v2 (CSV)       Energy/Power values export	
	< Back Next > Finish Cancel	Help

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# Click the Energy Invoice Professional list item.

Create a new export config		×
Steps         1       Select a script         2.       Time Period Settings         3.       Cost Centres Selection         4.       Price Brackets Configuration         5.       Fixed Costs Configuration         6.       Position Configuration & Headline Configuration         8.       Layout Details         9.       Graphic Configuration         10.       Choose file to save	Select a script         Script       Energy Invoice Professional         • electricar energy values         • other energy values         • power values         Scope of functions:         • energy invoice with position table         • columns can be optional displayed in and out         • userdefined options heading         • adress, information and labeling fields         • userdefined logo         • six price brackets with additional informations         • edition of reactive energy         • fixed and relative costs         • bar chart for history and comparative period         • additional tables for history and comparative period         • position markings for overruns         • energy quantity as area ratio	
	< Bad 1 Next > Finish Cancel	Help

## Click the **Next** button.



🌆 Create a new export config		×
Steps	Time Period Settings	
Select a script     Time Period Settings     Cost Centres Selection     Price Brackets Configuration     Fixed Costs Configuration     Contact Information &     Headline Configuration     Layout Details     Graphic Configuration     Choose file to save	Report Creation Should report creation be automated? Time instant for Report Creation Please note: A time instant for automated creation can be added by means of GridVis Time Management	Monatlich
1001	Report Timescale	
ALL TOP	Choose a timescale to be included by the report	Last 7 days 🗸 🗸
100000	Should the current day get included?	🔾 Yes 💿 No
001010	Selected time range:	8/20/18 - 8/26/18 (12:00 AM - 11:59 PM)
	<ba 1="" next=""></ba>	Finish Cancel Help

In the **Report creation** area, you can have the report created automatically.

In the **Report Timescale** area, you can select time periods from a list over which the report is created.

Steps         Cost Centres           1. Select a script         Filter:           2. Time Period Settings         Filter:           3. Cost Centres Selection         Price Brackets Configuration           5. Fixed Costs Configuration         Devices	s Selection	_
Select a script     Select a script     Time Period Settings     Cost Centres Selection     Price Brackets Configuration     Seried Costs Configuration     Devices		
6. Position Configuration 7. Contact Information 8. Headline Configuration 8. Layout Details 9. Graphic Configuration 10. Choose file to save 位置 levv 位置 levv 位 位 位 位 位 位 位 位 位 位 位 位 位	rel_2_TT rel_3_TT rel_1_general rel_3_general rel_3_general rel_3_general rel_2_general rel_2_ight rel_2_general rel_2_ight rel_1_TT rel_1_light in Power Supply Mis Schulung nme level 1 GS12-4200-4503 cdha's UMG512 nme Lvl 2 ddzahl GS6RM-E-RCM-1723-0391 GG9RRM-E-RCM-1723-0391 GG9RRM-E-RCM-1723-0399 karbeit terungsbereinigung terungsbereinigung	
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In this step, you select the measurement devices that provide the values for the invoice.



🌆 Create a new export config							×
Steps	Price Brackets Configuration	I					
<ol> <li>Select a script</li> <li>Time Period Settings</li> <li>Cost Centres Selection</li> <li>Price Brackets Configuration</li> <li>Fixed Costs Configuration</li> <li>Position Configuration &amp; Headline Configuration</li> <li>Contact Information &amp; Headline Configuration</li> <li>Graphic Configuration</li> <li>Graphic Configuration</li> <li>Choose file to save</li> </ol>	Price Brackets Configuration - Currency E Description Active Energy Extra Reactive Energy Water Power Peak Gas price brackets are created CosPhi is only required for For power values, you ca	Price\       Unit       T         0.10       €       #         0.10       €       #         0.10       €       #         0.10       €       #         0.10       €       #         0.10       €       #         10.10       €       #         10.10       €       #         10.20       €       #         10.30       €       #         10.40       €       #         10.50       €       #         10.50       €       #         10.50       €       #         10.50       €       #         10.50       €       #         10.50       €       #         10.50       €       #         10.50       €       #         10.50       €       #         10.50       €       #         10.50       €       #         10.50       €       #         10.50       €       #         10.50       €       #         10.50       €       #         10.50       <	ype Active Energy V Jser defined V Active Power V Jser defined V Active Power V Active Energy V Active Energy V Active energy. Verage or maximum va	Unit kWh \rightarrow AVG \rightarrow kWarh \rightarrow AVG \rightarrow kW \rightarrow MAX \rightarrow kWh \rightarrow AVG \right	CosPhi 1.00 1.00 1.00 1.00 1.00	Sketch of the report	GO CO Help
					Next	Carter	i icip

In this step, you configure up to six price brackets.

i	The following types are available for the energy invoice:
i	
i	<ul> <li>Active energy</li> </ul>
i	<ul> <li>Reactive energy</li> </ul>
i	<ul> <li>Apparent energy</li> </ul>
i	<ul> <li>Active power</li> </ul>
i	<ul> <li>Reactive power</li> </ul>
i	<ul> <li>Apparent power</li> </ul>
i	<ul> <li>User-defined</li> </ul>
i	
i	
i	With the <b>Power</b> type, you can display the average value ( <b>AVG</b> ) or the maximum value ( <b>MAX</b> ).



Leate a new export config	X
Steps	Fixed Costs Configuration
Select a script     Time Period Settings     Cost Centres Selection     Price Brackets Configuration     Fixed Costs Configuration     Position Configuration     Contact Information &     Headline Configuration     Contact Information     Layout Details     Graphic Configuration     Conose file to save	Fixed Costs         Description         Referroce         Price         Description         Impercent         19.00         Price         Impercent         19.00         %         Priced costs         Impercent         19.00         %         Hint         The relative fixed costs ('Impercent') always refer to all items + absolute fixed costs.         fixed costs.         Sketch of the Report
	<1 Next > Finish Cancel Help

1 In this step, you configure up to six fixed costs.

Click the **Next** button to access the next step.

i In this sketch on the right, you see the area that you are configuring in the current step highlighted in black.



#### 2 Invoice positions

Create a new export config		X
Steps 1. Select a script 2. Time Period Settings	Position Configuration	
<ol> <li>Time Period Settings</li> <li>Cost Centres Selection</li> <li>Price Brackets Configuration</li> <li>Frixed Costs Configuration</li> <li>Fixed Costs Configuration</li> <li>Contact Information &amp; Headline Configuration</li> <li>Layout Details</li> <li>Graphic Configuration</li> <li>Choose file to save</li> </ol>	Cost Centre       Price Bracket       New cost centre 1         New cost centre.       Active Energy         Price Bracket       Active Energy         Measured Value       Price Bracket         Reference Value       Intreshold mark         Threshold Value       Delete Position         Hint:       Each cost center requires the assignment of a measured value and a price bracket. The reference value is only required for the of the increase in blind energy. The limit marking turns the table red if a limit is exceeded for the calculated values Energy & Pov	saculation ter.
	< Bac	k Next > Finish Cancel Help

Click the **Measurement device** drop-down button.

- You can optionally define a threshold value. If the calculated power or energy values overrun this threshold value, this value is marked in red in the bar chart.
- **i** The **Reference value** field is only required for the calculating reactive power and reactive energy. Here, enter the active power or active energy to which the calculation is to refer.



Logic Create a new export config		×
Steps	Position Configuration	
Select a script     Gost Centres Selection     Arice Pracetors Configuration     Arice Pracetors Configuration     Contact Information &     Headine Configuration     Again     Again Configuration     Again     Again Configuration     Again     Again	Cost Centre       Price Bracket       Measured Value         New cost cent Active Energy       Device       Price Bracket       Price Bracket         Price Bracket       Price Bracket       Price Bracket       Price Bracket         Price Bracket       Price Bracket       Price Bracket       Price Bracket         Price Bracket       Price Bracket       Price Bracket       Price Bracket         Add Position       Delete Position       Delete Position       Sketch of the increase in blind energy. The limit marking turns the table red if a limit is exceeded for the calculated values Energy & Power.       Sketch of the increase in blind energy. The limit marking turns the table red if a limit is exceeded for the calculated values Energy & Power.	ne Report
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## Select a device from the list.

Ereate a new export config		×
Steps	Position Configuration	
Select a script     Cost Centres Selection     Cost Centres Selection     Cost Centres Selection     Cost Centres Selection     Frice Accest Configuration     Contact Information &     HeadInc Configuration     Layout Details     Graphic Configuration     Cohose file to save	Cost Centre       Price Bracket       Measured Value       Cost Centre       evel_1_general         Levice       evel_1_general       Active Energy       Price Bracket       Active Energy         Price Bracket       Active Energy       Weasured Value       Price Bracket       Active Energy         Price Bracket       Active Energy       Weasured Value       Price Bracket       Active Energy       Weasured Value         Add Position       Delete Position       Threshold Mark       Threshold Value       Wth       Stell         Hint:       Each cost center requires the assignment of a measured value and a price bracket. The reference value is only required for the calculation of the increase in blind energy. The limit marking turns the table red if a limit is exceeded for the calculated values Energy & Power.       Stell	th of the Report
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1 Click the **Measured Value** dropdown button.



🌆 Create a new export config	,	<
Steps 1. Select a script	Position Configuration	-
Time Period Settings     Cost Centres Selection     Price Brackets Configuration     Tixed Costs Configuration     Contact Information & Heading Configuration     Layout Details     Graphic Configuration     Contact Information     Layout Details     Graphic Configuration     Choose file to save	Cost Centre       Price Bracket       Measured Value         evel_i_general       Active Energy         Device       level_i_general         Price Bracket       Active Energy         Measured Value       Ornsuned Active Energy Tot. Tariff Son List.30         Consumed Active Energy Tot. Tariff Son List.30       Consumed Active Energy Tot. Tariff Son List.30         Consumed Active Energy Tot. Tariff Son List.30       Consumed Active Energy Tot. Tariff Son List.30         Consumed Active Energy Tot. Tariff Son List.30       Consumed Active Energy Tot. Tariff Son List.30         Add Position       Delete Position         Hint:       Each cost center requires the assignment of a measured value and a price bracket. The reference value is only required for the calculated values Energy & Power.         Hint:       Each cost center requires the assignment of a measured value and a price bracket. The reference value is only required for the calculated values Energy & Power.	
	< Back Next > Finish Cancel Help	

**1** Select the desired measured value from the selection list.

Create a new export config				×
Steps         1. Select a script         2. Time Period Settings         3. Cost Centres Selection         7. Price Bradets Configuration         6. Step Cost Configuration         7. Contact Information & meadine Configuration         8. Layout Details         9. Graphic Configuration         10. Thorse file to save	Position Configuration         Cost Centre       Price Bracket       Measured Value         level_lgeneral       Active Energy       Active Energy         Add Position       Delete Position         Hint:       Each cost center requires the assignment of a measured value and of the increase in blind energy. The limit marking turns the table red	Cost Centre Device Price Bracket Measured Value Reference Value Threshold Value a price bracket. The refere if a limit is exceeded for th	evel_1_general         level_1_general         Active Energy         Active Energy Tot. Tariff Sum L1 v         k         p         kw/h         noe value is only required for the calculation e calculated values Energy & Power.	Sketch of the Report
			< 1 Next	Finish Cancel Help

Create additional positions by clicking the **Add Position** button.



### 3 Display options

🌆 Create a new export config				×
Steps	Contact Information & Headline Con	figuration		
Steps  9. Select a script 9. Time Period Settings 9. Oracl Contex Selection 9. Price Brackets Configuration 9. Prost Scott Configuration 9. Position Configuration 9. Context Information 9. Layout Details 9. Graphic Configuration 10. Choose file to save	Contact information c readulite Contact information Contact information Sender Contact information Contact information Configure sender and recipient data.	Accipient     Accipient	Janitza electronics GmbH Vor dem Polstück 356:33 Customer-ID: 122456 Contract-ID: 987/654 Invoice-ID: 121212 489/550 Character ctLogo elected ×	Sketch of the Report
	Headline			
	What information should appear in th	e neader?		
	V I SCIENC	v bate		
				1 Next > Finish Cancel Help
1 Click the No	<b>ext</b> button.			
Create a new export config				X

create a new export coning				~
Steps	Layout Details			
Select a script     Tim Period Settings     Cost Centre Selection     Price Brackets Configuration     Fried Cost Configuration     Contact Information &     Headine Configuration     Contact Information &     Layout Details     Graphic Configuration     Ochoose file to save	Heading name & disg Sorting Position Cost Centre Position Value End Value Price Unit Total Hint The individual colum	Jay  Jay  Jay  Jay  Jay  Jay  Jay  Jay		Sketch of the Report
			< 1 Next >	Finish Cancel Help

In this step, you can adjust the designation of individual columns or hide them using the selection fields.



Create a new export config		×
Steps	Graphic Configuration	
<ol> <li>Select a script</li> <li>Time Period Settings</li> <li>Cost Centres Selection</li> <li>Price Brackets Configuration</li> <li>Praction Configuration</li> <li>Praction Configuration</li> <li>Contact Information &amp; Headine Configuration</li> <li>Layout Details</li> <li>Graphic Configuration</li> <li>Choose file to save</li> </ol>	Bar graph cost center overview Bar graph cost center overview Not show  Not show  Fint: Optional display of a bar chart of comparable consumption values within the cost center overview.  Bar graph & consumption table Should a consumption overview & a bar chart of the total consumption be placed at the end of the report?  Not show Brow Brow Brow Brow Brow Before this period  Should the period comparison Before this period	Sketch of the Report
		< Back Next > Finish Cancel Help

**1** Click the **Show** radio button to display the cost center consumption as a bar chart.

Pos	Kostenstelle	Verbrauch F	reis	Einheit	Summe
1	level_2	500,71 kWh 0,	,1000	€/kWh	50,07€
		Grundgebühr			10,00€
		MwSt. 19.0%:			11,41€
		Summe (Brutt	to)		71.49 €

🌆 Create a new export config		×
Steps	Graphic Configuration	
<ol> <li>Select a script</li> <li>Time Period Settings</li> <li>Cost Centre Selection</li> <li>Price Brackets Configuration</li> <li>Frixed Cost Configuration</li> <li>Position Configuration</li> <li>Contact Information &amp; Headline Configuration</li> <li>Layout Details</li> <li>Graphic Configuration</li> <li>Choose file to save</li> </ol>	Ber graph cost center overview Should a bar chart be displayed in the cost center overview? Not show Show Hitt Optional display of a bar chart of comparable consumption values within the cost center overview. Ber graph & consumption table Should a consumption value Should a consumption value Should a consumption value Should a consumption value () Display with period comparison Before this period	Sketch of the Report
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Click the **Show** radio button to include the bar chart and consumption table of the total consumption in the report.

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You can integrate a detailed consumption overview in tabular form and as a bar chart in the report. You can choose whether this view is only created for the selected time period or whether the consumption is to be compared with that of a comparison period.

Create a new export config			×
Create a new export config Steps 1. Select a script 2. Time Period Settings 3. Cost Centres Selection 4. Price Brackets Configuration 5. Prostice Configuration 6. Position Configuration 7. Contact Information & Headine Configuration 8. Layout Details 9. Graphic Configuration 10. Choose file to save	Graphic Configuration         Bar graph cost center overview         Should a bar chart be displayed in the cost center overview?         Not show		
	Should a consumption overview & a bar chart of the total consumption be placed at the end of the report? Not show Show Display with period comparison Before this period	Sketch	of the Report
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Click the **Highlight MAX Values** radio button to highlight the maximum values in the report in red.

🌆 Create a new export config		×
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	Bar graph & consumption table Should a consumption overview & a bar chart of the total consumption be placed at the end of the report? ○ Not show ④ Show ☑ Highlight MAX value Psplay with period comparison Before this period	Sketch of the Report
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Click the **Display with period comparison** radio button to integrate a comparison with a comparative period in the chart and table.



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🌆 Create a new export config			×
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<ol> <li>Select a script</li> <li>Ime Period Settings</li> <li>Cost Centre Selection</li> <li>Price Brackets Configuration</li> <li>Price Trackets Configuration</li> <li>Prostion Configuration</li> <li>Contact Information &amp;</li> <li>Layout Details</li> <li>Graphic Configuration</li> <li>Contact Information &amp;</li> </ol>	Bar graph cost center overview Should a bar chart be displayed in the cost center overview? Ots show Wint: Oppoind display of a bar chart of comparable consumption values within the cost center overview. Bar graph & consumption table Should a consumption overview & a bar chart of the total consumption be placed at the end of the report? Not show Oppoint MAX value @ Display with period comparison Before this period ✓		ketch of the Report
		< 1 Next >	Finish Cancel Help

Click the **Next** button.



### 4 Storage location

🌆 Create a new export config			×
Steps	Choose file to save		
<ol> <li>Select a script</li> <li>Time Period Settings</li> <li>Cost Centres Selection</li> <li>Price Brackets Configuration</li> <li>Price Toxic Configuration</li> <li>Price Toxic Configuration</li> <li>Contact Information &amp;</li> <li>Contact Information &amp;</li> <li>Contact Debia</li> <li>Graphic Catiguration</li> <li>Contact Toxic Setting</li> </ol>	Output file Ci Ubers'(max.stricker/pesktop/Energie Rechnung Professional/Energy/Invoice.vlsx		
		<back next=""> Finish</back>	Cancel Help

Click the File action dropdown button.

i	The possible output formats include:
i	
i	• PDF
i	• xls
i	• xlsx



Create a new export config		$\times$
Steps	Choose file to save	
<ol> <li>Select a script</li> <li>Time Period Settings</li> <li>Cost Centres selection</li> <li>Price Brackets Configuration</li> <li>Frice Octs Configuration</li> <li>Position Configuration</li> <li>Context Information 8 Headline Configuration</li> <li>Graphic Configuration</li> <li>Graphic Configuration</li> <li>Choose file to save</li> </ol>	Output file       C::Users/max.stricker/Desktop/Energie Rechnung Professional/Energy/Invoice.xlisx <ul> <li></li> <li>File action</li> <li>Vperride the existing file</li> <li>Report date to the filename</li> <li>Voidfy existing file</li> <li></li> <li></li></ul>	]
	<back next=""> Finish Cancel Help</back>	

Select a file action that will be executed if the specified file already exists.

#### **i** Append a date to the file name:

- **i** Creates an additional file and appends the execution date of the report to the file name
- **i** Modify existing file:
- **i** Edits the data in an existing file. Spreadsheets added in an Excel file are kept.
- **i** Overwrite existing file:
- **i** Overwrites an existing report. Edits made by a user in the document are lost.



<complex-block>         State the export script's name       Cooled the sue         • • • • • • • • • • • • • • • • • • •</complex-block>	Create a new export config				×
<ul> <li>1 Are ta verify the sector of t</li></ul>	Steps C	Choose file to save			
Click the Finish button.  State the export script's name X	Steps     C       1. Select a script     2. Time Period Settings       2. Soal Centres Selection     4. Price Brackets Configuration       5. Fixed Costs Configuration     6. Position Configuration       7. Contact Information 8. Headine Configuration     8. Layout Details       9. Graphic Configuration     10. Choose file to save	Roose file to save Output file	Professional"EnergyInvoice.x8x		•
1 Click the Finish button.         Image: State the export script's name       X				< Back N 1 Finish Cancel	Help
State the export script's name X	1 Click the Fin	<b>iish</b> button.			
	🌆 State the expo	rt script's name 🛛 🗙	-		
Name Energy_Invoice	Name Energy_Invo	oice			

1 In this step, you enter the name under which the export is to be saved in GridVis.

Click the **OK** button.



### 5 Execute Energy Invoice Professional.

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### 1 Open the Exports & Reports tree item

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**1** Right-click **the desired export**.



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## 1 Click the Execute data export list item.

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Please enter your text here.

Increased reactive energy

The increased reactive energy is calculated from the active energy and the defined active power factor.

Storage options



If you have subsequently edited an energy invoice created in Excel, select the "Modify existing file" option to retain these changes.

#### Threshold values

You can configure threshold values, which are marked in the prepared invoice when exceeded.