Janitza E-Learning Portal

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# Manual Commissioning Report



# Janitza®

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These instructions explain how to create a Commissioning Report in GridVis desktop.

Content

- Range of the commissioning report functions
- Configuring a commissioning report in GridVis Desktop
- Executing the export



### 1 Introduction

You can create a commissioning report with the **Create data export** function on GridVis Desktop. The report serves as a final report after commissioning and contains an overview of the project (customer and inspector data, details of the GridVis version used in the project) as well as the four optional elements **acceptance protocol**, **device details**, **converter settings** and **connection control**.

The acceptance protocol consists of:

- A checklist of up to 10 points, which the inspector evaluates.
- A text field for the inspector's comments.
- A traffic light graphic in which the overall evaluation of the checklist is visualized.

#### The device details include:

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• The type of connection with which the respective device is connected to GridVis.

• IP address, Modbus ID, serial number, firmware, Mac address and device description of the respective device.

• The time set on the respective device. Optionally, you can check whether the time matches the system time of the computer/server. In case of deviations, the time is highlighted in red.

• The status of the connection between the respective device and GridVis.

In the **transformer setting**, the set current and voltage transformer ratios of the respective device are listed. Optionally, you can check here whether the set ratio of the primary current transformer exceeds a threshold value.

The **connection control** lists the measured values for current, voltage, power, active power factor and the direction of the rotation field (if available) for each individual device. You can also optionally carry out a threshold value check. The corresponding value is highlighted in red if the value falls below the threshold values.

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### 2 Create new data export

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Click the Create data export menu item.



## 3 Create a new export config

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Steps 1. Select a script	
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Click the **Script** dropdown button.

🌆 Create a new export config		×
Steps           1. Select a script	Script Commissioning report Commade Export Energy Consumption Overview (2 user-configurable periods) Energy Invoice Energy Invoice Energy Invoice Professional Energy/Power Values Export v2 (CSV) Energy/Power values export	
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Click the **Commissioning report** list item.



Click the **Next** button.

🌆 Create a new export config	×	<
Steps	Choose devices	
<ol> <li>Select a script</li> <li>Choose devices</li> <li>Define report structure</li> <li>Define test and company information</li> <li>Describing the acceptance protocol</li> <li>Thresholds of the connection control</li> <li>Choose file to save</li> </ol>	Filter:   Devices   Image: Image	
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The checkboxes allow you to integrate any number of devices from your projects into the report.

Click the **Next** button.

**2** Click the **Darstellungsreihenfolge der Messstellen im Report** dropdown button.

3 Click the Sortierreihenfolge list item.

🌆 Create a new export config		×
Create a new export config Steps  Select a script  Solution  Define report structure  Define test and company information  Describing the acceptance protocol  Thresholds of the connection control  Choose file to save	Define report structure   Report title   Commissioning report   Headline of the report   Layout settings Display sequence of the measuring points in the report   alphabetically   Show logo   Select logo   No Image Selected   Show signature line   Show legend	Report functions         Device details         Device list with additional information         Check device time         The system checks whether the time on the device matches that of the operating system         Acceptance protocol         Checklist of implemented measures and their evaluation         Transformer         Check primary converter is greater than:         6.00         A comparison to control         Checking the device connections with error analysis
		<b next=""> Finish Cancel Help</b>

Click the **Next** button.

🌆 Create a new export config		×
Steps	Define test and company information	
Select a script     Choose devices     Define report structure     Define test and company     information	Company information Company	Test information Location
<ol> <li>Describing the acceptance protocol</li> <li>Thresholds of the connection control</li> <li>Choose file to save</li> </ol>	Street	Name of the tester
	Zip, City	Employee of the tester
	Contact	E-Mail address of the tester
	Email address of the contact person	Telephone number of the tester
	Telephone number of the contact person	
		< Bi 1 Next > Finish Cancel Help

In this step, you specify the company in which the inspection was carried out and the inspector.

#### Click the **Next** button.

🜆 Create a new export config			×
Steps	Describing the acceptance protocol		
Select a script     Choose devices     Define report structure     Define test and company     information     Describing the acceptance     protocol     Thresholds of the connection     control     Choose file to save	Acceptance protocol         1. The acceptance by a service technician has been passed successfully.]         2. The connection check was checked and deviations were recorded.         3. The general settings of the devices have been checked.         4. The software has been updated.         5. The firmware has been updated to the latest version.         6. The operating personnel were instructed in the software.         7.         8.         9.         10.         What is the maximum number of protocol steps that can be answered 'No'?         Show traffic rating         Comments	Yes No         ●	
			Next > Finish Cancel Help

Here, you can record up to 10 points in the protocol and document their fulfillment / non-fulfillment with the Yes / No radio buttons.

Use the input field to specify the maximum number of points that can be answered with No to pass the inspection.



#### Click the **Next** button.

Create a new export config								×
Steps Threshold	Is of the connection control							
Steps     Threshold       1.     Select a script       2.     Choose devices       3.     Define test and company information     Threshold voltage       9.     Define test and company information       7.     Choose file to save	Is of the connection control	200.00 V 380.00 V 0.00 A	CosPhi Rotating Field Power	automatic v right v automatic v	0.00	w		
						< 1 Next >	Finish Cancel	Help

In this step, you configure the threshold value for connection monitoring. The options less or equal to, less than and automatic are available.

Click the **Next** button.

Automatic threshold values

- Voltage = 90% of the set primary voltage.
- Current = 1% of the set primary current.
- CosPhi = 0.5
- Power = 1% of the set primary current \* Voltage of the respective phase

🌆 Create a new export config	×	
Steps	Choose file to save	
<ul> <li>Select a script</li> <li>Choose devices</li> <li>Define test and company information</li> <li>Describing the acceptance protocid</li> <li>Thresholds of the connection control</li> <li>Choose file to save</li> </ul>	Output fie C:\Users'max.stricker/DesktopUnbetriebnahme Report\Comissioning_Report.xisx           • <t< td=""><td></td></t<>	
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In this step, you specify how the export is to be saved.

Supported file formats include pdf, xls and xlsx

Click the **File action** drop-down button.

Here, you select how GridVis proceeds if the specified file already exists.

Select one of the three file actions from the list.

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



- 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. Worksheets added to an Excel file are kept.
- **i** Overwrite existing file:
- **i** Overwrites an existing report. Edits made by a user in the document are lost.

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## Click the **Finish** button.



Here, you enter a name under which the export is saved in GridVis.

Click the **OK** button.



### 4 Execute new export

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**1** Right-click the tree entry of your export.

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Click the **Execute data export** menu item.



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## 5 Summary

Please enter your text here.

#### Structure

The commissioning report consists of the following elements, which can be shown and hidden as required:

- Device details
- Acceptance report
- Transformer settings
- Connection control

Connection control

During the connection check, threshold values for the following measured values are specified:

- Voltage (L-N) automatic threshold value: 90% of the set primary voltage
- Voltage (L-L) automatic threshold value: 90% of the set primary voltage
- Current automatic threshold value: 1% of the set primary current
- CosPhi automatic threshold value: 0.5
- Rotation field

 Power - automatic threshold value: 1% of the set primary current \* Voltage of the respective phase

#### Acceptance report

The acceptance report consists of a checklist of up to 10 points and an evaluation according to the number of points rated with No.

During configuration, the number of questions that can be answered with No in order to be assigned a green traffic light is defined.

If this number is exceeded, a red traffic light is displayed.