Log into the <u>eDNA Utility Billing System</u>. MSU employees and student employees can log in using their MSU.EDU login and password. You can see utility data for any metered building on campus.

1. Click on the "search" tab.

eDNA Billing System Buildings Reports						Home Log Out Hide/Sho Useri l	v Trev ndsa'
	Favorites Search	ch	A Trends		ŕ		
I	Buildings: Clear All	Use the	e controls above to select build	dings.	* *		
	Utility All	Fiscal Year 2008 To 2013 Trend Save	Trend Type Cost by Month Buildings Save Trend	Cost Total Export Excel	Combine Charts		

2. Enter the desired building number (four digits) in the search box above "BID." Hit the enter key or click the "search" button. You may also search by entering part of the building name above the "Building Name" field.

A Billing System									Horr	ie L
is Reports										
	Favorite	s Sea	rch							
	Search				All 🔻					
			Building Name		<u>Campus</u>					
	00	0002	BERKEY HALL	152,168		509 E CIRCLE DR	-			
	00	0003	OLIN HEALTH CENTER	105,779		463 E CIRCLE DR		9		
	00	0003B	OLIN HEALTH CENTER-ELEC SUBSTATION	1,357		463 E CIRCLE DR				
	00	0004	MORRILL HALL	68,698		526 W CIRCLE DR				
	00	0005	HUMAN ECOLOGY	78,459		552 W CIRCLE DR				
	00	0006	UNION BUILDING	208,924		49 ABBOT RD				
	00	8000	WILLS HOUSE	7,879		287 DELTA CT				
	00	0009	COWLES HOUSE	16,876		1 ABBOT RD				
	00	0011	MUSIC BUILDING	64,111		333 W CIRCLE DR				
	Buildings:		Use the controls above	to select l	ouildings.		*			
	++ clear All									
	Utility		Fiscal Year	Trend Type		Cost	Combine Charts			
	All		2008 To 2013 Cost by M	onth		Total				
			Trend Save Buildings	Save Trend	Export I	Excel				

 Click on the green button with a white plus sign to see total building data OR click on the button that looks like a clock/compass to see individual meters. Either option will allow you to export data to Excel.

eDNA Billing System								
uildings Reports								User: lindsa19
	Favorites Search							
	Search		central		All 💌			
		BID	Building Name	<u>GSF</u>	Campus	Address		
	00	0060	CENTRAL SERVICES	70,035		570 RED CEDAR RD		^ ·
	00	0204	CENTRAL SCHOOL	24,239		325 W. GRAND RIVE	ER AVE.	
	00	0598	BUS STOP - WELLS HALL/CENTRAL SERV					
			Show More	Show All				*
	Buildings: Clear All		Use the controls above t	o select	buildings.		*	
	Utility		Fiscal Year Tr	end Type		Cost	Combine Charts	
	All		2008 To 2013 Cost by Mor	nth		Total 💌		
			Trend Save Buildings Save Save Buildings	ive Trend	Export E	xcel		

a. If you clicked on the button with the plus sign, the building name will move down to the blue box below. Choose the desired information from the Utility, Fiscal Year (typing in 2012 to 2013 will give you fiscal years 11-12 and 12-13), Trend Type and Cost fields, then click "Trend."





b. If you clicked on the button with the compass, you will be taken to a new screen with the meters listed by Meter ID. Put a check next to the one(s) you are interested in and then choose the Fiscal Year and Trend Type. Click "Show Trend."

<u>0204 - C</u>	ENTRAL SCHOOL					
Address 32 EA	25 W. GRAND RIVER AVE. GSF 24,239 IST LANSING, MI 48823					
Official ID	Occupancy					
Campus	Comments					
Building Type Su	pport					
No	<u>Meter ID</u>	Cost Allocation	Location	Type	<u>Vendor</u>	Status
	4759-20610	1008 to UNBILLED /		Payable	W-CEL	Active
	00132682	1008 to UNBILLED /	325 W GRAND RIVER AVE CENTRAL SCHOOL EAST LANSING	Payable	E-BWL	Active
-	0000003575977	100% to GU015373 /		Payable	NG-CONSUMERS	Active
	4761-20612	1008 to UNBILLED /		Payable	W-CEL	Active
FISCAL	Year Trend Type					
2008 To	2013 Cost by Month	Show Trend(s) Export Excel				
1						
eDNA Billing	g System					Home Log Out Hide/Show Tree

Building	gs Keports					User: lindsa19
Addre officia Campu Buildit	D4 - CENTRAL SCHOOL Start NORAND RVIDE AVE. Start Nora					
No	Meter ID	Cost Allocation	Location			Status
-	4759-20610	100% to UNBILLED /		Payable	W-CEL	Active
	00132682	100% to UNBILLED /	325 W GRAND RIVER AVE CENTRAL SCHOOL EAST LANSING	Payable	E-SWL	Active
	0000003575977	100% to GU015373 /		Payable	NG-CONSUMERS	Active
	4761-20612	100% to UNBILLED /		Payable	W-CEL	Active
201:	Fiscal Year Trend Type 2 To 2013 Cost by Month Meter ID 080088-000-7 FY 2012 FY 2013 Consumption Consumption (KWH) Cost Consumption	Show Trend(s) Export Excel (KWH) Cost				
JUL		25,440 \$3,038.46				
AUG	60,360 \$4,836.21	20,280 52,430.18				
SEP		20,040 52,441.68				
NOV	12,600 51,386.45	10,200 52,038.36				
DEC	12,400 31,403.73	12, 120, 51, 511, 72				
JAN	10.920 \$1,238.03	14.640 \$1.808.34				
FEB	11.040 \$1.213.94	16.560 \$2.050.49				
MAR	12.960 \$1.461.92	14.160 51.788.35				
APR	13,200 \$1,493.61	15,600 \$1,990.24				
MAY	13,080 \$1,493.67	19,200 \$2,450.23				
JUN	17,880 \$2,761.52	19,200 \$2,517.79				