

# Quick-Start Guide

Follow these steps to log on and use the FREE Interval UsageWeb site service from CMP. Before your first session, ask your CMP Account Manager for your user ID and password.

## Log in:

1. Open your Web browser
2. Enter <http://www.cmpco.com/YourBusiness/services/intervalusageweb.html> on the address line.



3. The Interval UsageWeb screen appears. (There is a link to User's Guide, which you can print.)
4. Click on the "Interval UsageWeb" to go to the log-in screen.
5. At the log-in screen, enter your user ID and password, then wait for the UsageWeb application to load.\*
6. A horizontal yellow status bar at the bottom of the UsageWeb window will display helpful information as you work. If you can't see the yellow bar, click on the blue bar at the top of the window and drag the window up.
7. From the "Meter ID" box, select a meter of interest. (Hourly meters have IDs ending in L; all other meters provide 15-minute interval data.)

Meter ID	Customer
7744115L	CMP M MILLS
7744169	CMP BRIGGS
7744169L	CMP BRIGGS
7744170	CMP PRATT RD
7744170L	CMP PRATT RD
7744172	CMP NEW BRID
7744172L	CMP NEW BRIDGE
7744173	CMP WYMAN PT
7744173L	CMP WYMAN PT
7744174	CMP FREEDOM
7744174L	CMP FREEDOM
1083390	Central Maine Power
1083390L	Central Me. Pwr-Sum
1083400L	Central Me. Pwr-Sum
1083750	Central Maine Power
1083750L	Central Me. Pwr-Sum
1083890	Central Maine Power
1083890L	Central Me. Pwr-Sum

Qty	channel	Set	Acct No	Meter No
3VAR	10		555-5555555-555	77441741
3VARH	20		555-5555555-555	77441742
3VAH	calculated0			

8. From the "Details of selected Meter Box", select a data channel (kWh, kVAR, etc.)
9. Set the "Start" and "Stop Dates" for the time period of interest. (Shorter periods process faster.)
10. From the dropdown at the top of the page, select the report or graph you wish to see.
11. Select "Show Report". A data screen will appear.
12. To move around within UsageWeb and to download files, use the navigation buttons at the top of the screen. For help with using these buttons, select the ? icon.
13. Selecting the "Central Maine Power" button on the menu bar will return you to the CMP Home Page.

## First things first

You will need:

- To access MV-Web, you need a computer equipped with Internet access, and a web browser that supports the Java Plug-in. Supported browsers include Internet Explorer 4.0 or higher, and Netscape Navigator 4.x or higher. If the Java Plug-in is not installed on the machine, MV-Web will download and install it automatically.

## Notes:

- \* Your interval-meter information comes from a large amount of data. Depending on the speed of your computer and Internet connection, it can take from 20 seconds to two minutes for the UsageWeb application to load data and respond to your selections.
- Hourly data are adjusted for meter location; 15-minute data are not. Your CMP Account Manager can explain this.
- Hourly intervals are labeled in 24-hour time according to "hour ending" (e.g., "0800" means the hour between 7 AM and 8 AM). The hour from 11PM to midnight is labelled as "0000" of the next day.