



WEB PLATFORM V1.1

User Manual

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With the collaboration of:







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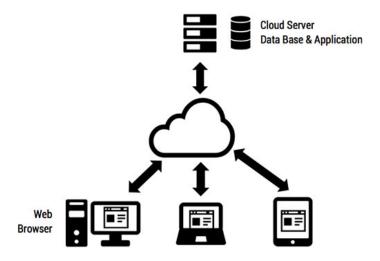
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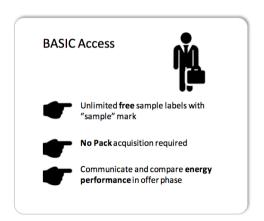
1. INTRODUCTION

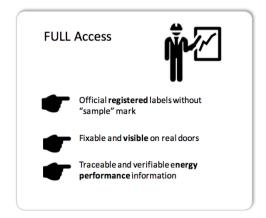
The Web Platform allows customers to create and manage Energy Labels in an easy way. All the information is stored on-line, under security and privacy standards.



In the Web Platform <u>www.edsfdoorenergy.com</u> you may find all the information regarding the system.

There are two available account types which use will be explained in this document:





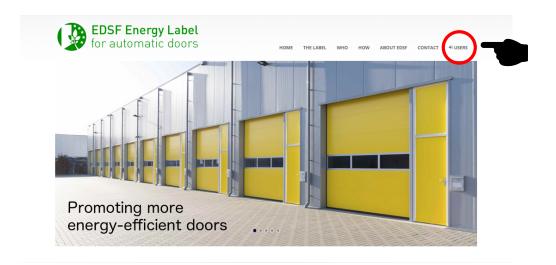




2. SIGN UP

To sign up in the system and create a user, the following process must be followed:

1 Access to the Users' Area

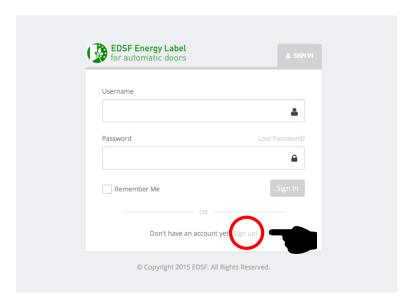


Why an **energy label** on doors?

Access doors are a key component in the energy consumption of buildings. A thermally optimised, well insulated door with an intelligent automation system makes a fundamental contribution to the energy efficiency of a building as a whole, translating into tangible energy savings throughout its life cycle. In addition, it provides its users with enhanced thermal comfort.



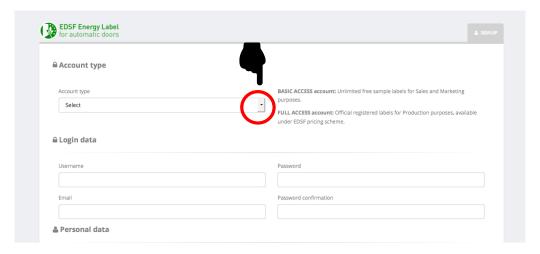
2 Access to the Sign Up Area



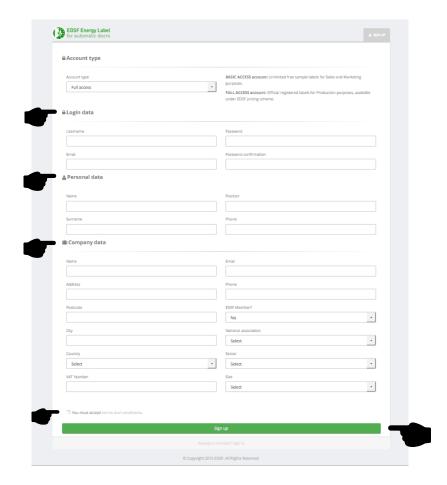




3 Select Account Type



4 Fill up User Data



Once that the profile is created, you receive a welcome email confirming that your user is ready to use. You always can update your data in the $\underline{\textit{My Data}}$ area of your user page.





3. USE

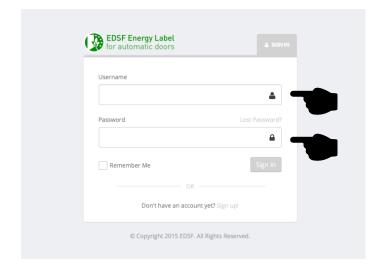
3.1 Basic Access User

1 Sign In

Once that the profile is created, you access directly to the *Dashboard* Area.

If you are signed out, then you may access clicking in the Home page Users access and signing in with your <u>User name</u> and <u>Password</u>:



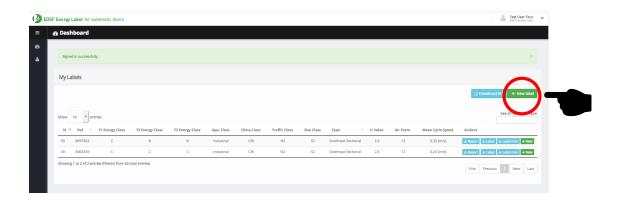


(2) Label Creation

The Dashboard for Basic Access Users is the following:





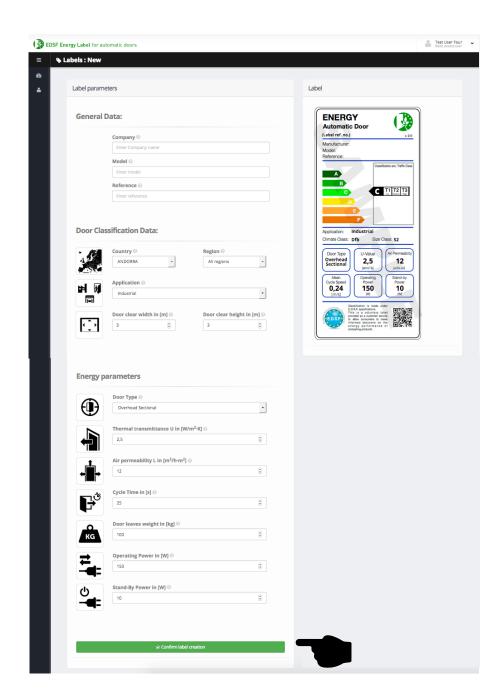


Once in the *Dashboard* area, to create a new label, just click <u>New Label</u> and you will automatically access to the label creation form. Just fill up then the required fields and confirm the creation to generate a new label.

Just clicking in the <u>Help "?" icons</u> you will find pop-up windows with the explanation of the different parameters.



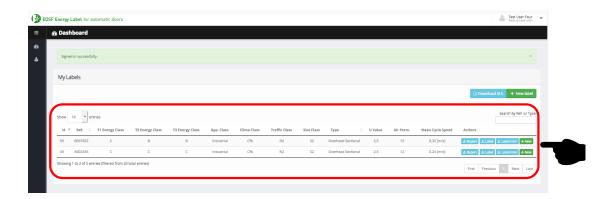




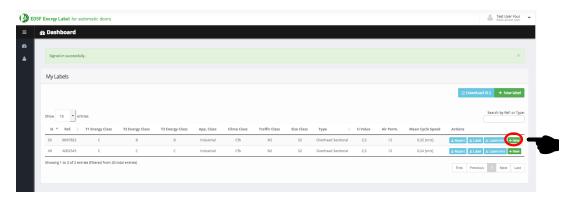
Once that the label is created, a record appears in the $\underline{\textit{My Labels}}$ table of the Dashboard, where the main parameters are shown:



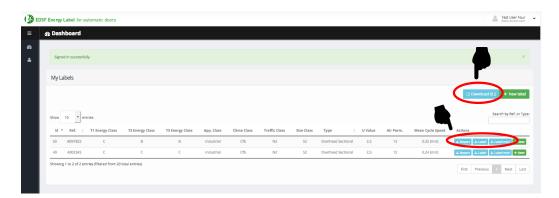




One label can be created using another label as template clicking $\underline{\textit{New}}$ in the table:



You can access to download every \underline{Label} (standard format), $\underline{Label\ mini}$ (compact format) and \underline{Report} pdf files in the table. Also, the label list can be exported in Excel format clicking $\underline{Download\ XLS}$:







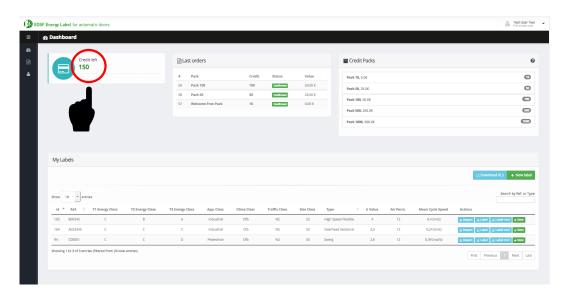
3.2 Full Access User

1 Sign In

It is done in the same way of the Basic Access.

2 Orders

The Dashboard for Full Access Users is the following:

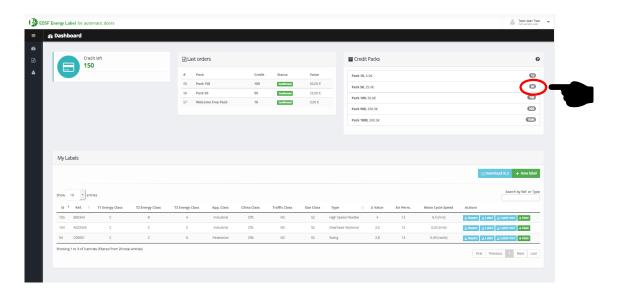


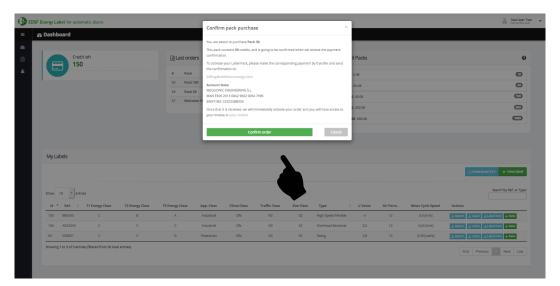
To create labels, first you have to confirm that you have credits available. This is the number of labels you can create.

If you do not have credits and you need to create more labels, you have to acquire more label packs just clicking on the desired pack in the *Dashboard*. Then a pop-up window appears to confirm the order.









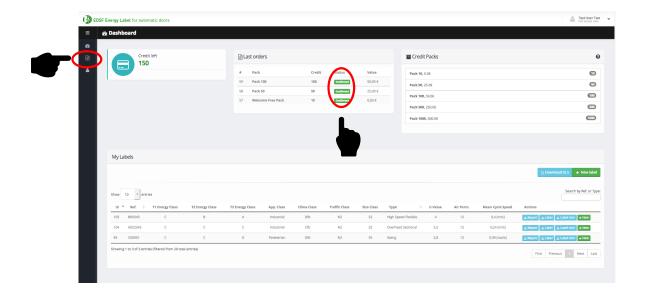
The user then receives an email explaining that the order is made including the instructions to follow.

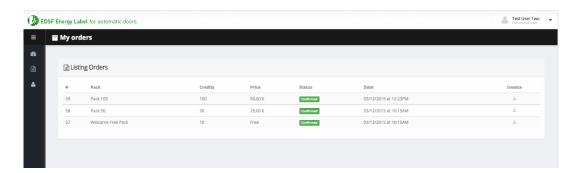
Once that the payment via transfer is confirmed to billing@edsfdoorenergy.com, the pack is confirmed and activated.

You can check the status of your orders in the central *Dashboard* area. You can also find all your orders and invoices in the *Orders* page, which access you may find on the left of the *Dashboard* area.







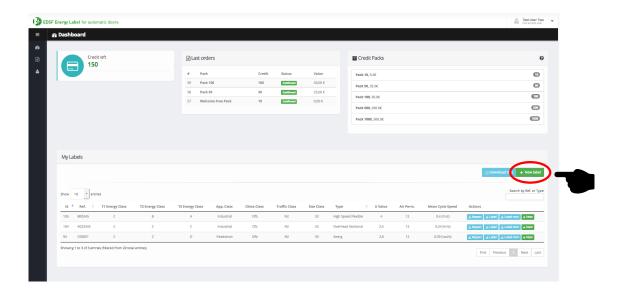


3 Label Creation

It is done in a similar way than the basic users. To create a new label, just click New Label and you will automatically access to the label calculation page.





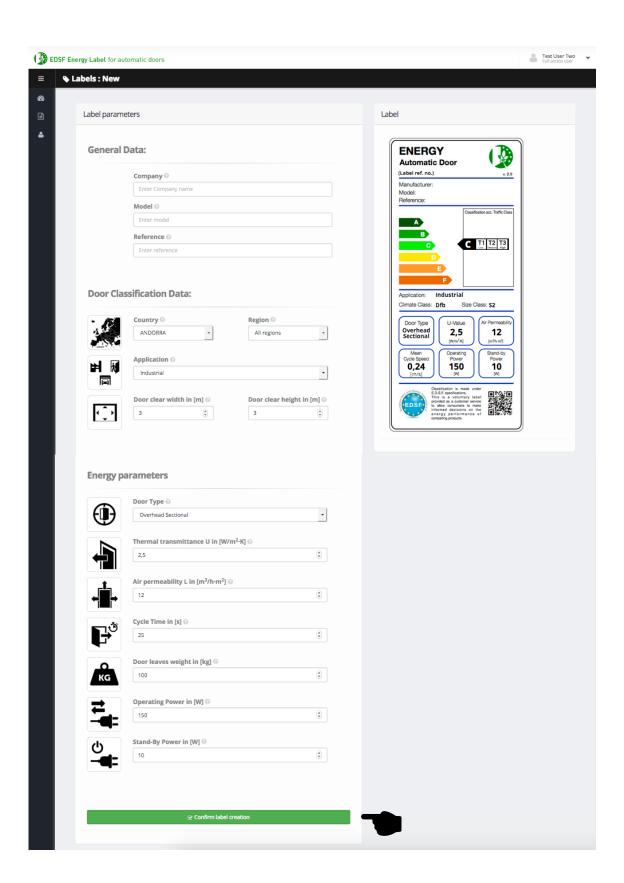


In the calculation page, just fill up then the required fields and confirm the creation to generate a new label.

Just clicking in the <u>Help "?" icons</u> you find pop-up windows with the explanation of the different parameters.



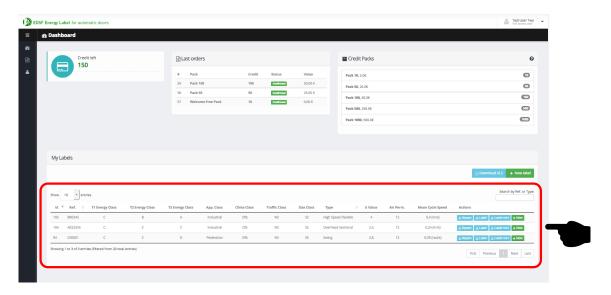




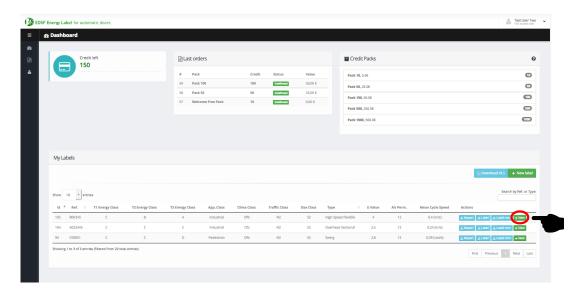




Like in the Basic Access, once that the label is created, a label record appears in the *My Labels* table of the *Dashboard*, where the main parameters are shown:



One label can be created using another label as template clicking <u>New</u> in the <u>My</u> <u>Labels</u> table:







You can access to download every \underline{Label} (standard format), $\underline{Label\ mini}$ (compact format) and \underline{Report} pdf files in the labels table. Also, the label list can be exported in Excel format clicking $\underline{Download\ XLS}$.

