# PECO Smart Energy Usage Data Tool (PSEUDT)

## Frequently Asked Questions (FAQs)

1. **How do I obtain access to the PECO Smart Energy Usage Data Tool?**

   Please complete the *PSEUDT Enrollment Form* on our website at:
   https://secure.peco.com/WaystoSave/ForYourBusiness/Pages/PECOSmartEnergyUsageDataTool.aspx. Upon enrollment you will be emailed a username and password.

2. **Where can I access the PECO Smart Energy Usage Data Tool?**

   You can access the tool at: https://pecoenergyusagedata.com/ or on our website at:
   https://www.peco.com/WaysToSave/ForYourBusiness/Pages/EnergyUsageDataTool.aspx.

3. **Where can I find PECO Smart Energy Usage Data Tool training materials?**

   The PSEUDT Building Manager User Guide and Data Request Quick Guide can be found on our website at:
   https://www.peco.com/WaysToSave/ForYourBusiness/Pages/EnergyUsageDataTool.aspx.

4. **What does the PECO Smart Energy Usage Data Tool provide me with?**

   The PSEUDT provides monthly whole-building electric and gas (PECO Gas only) usage totals for PECO metered sites.

5. **How long after a usage data request is submitted will I receive the data?**

   You can expect to receive your data within 48 hours of submitting a data request. You will receive an email when your data is ready.

6. **Does the tool provide electric usage data per tenant?**

   No, due to privacy concerns the tool only provides a consumption total of all your PECO metered tenants combined per month.

7. **What should I do if I can't view my electric usage data?**

   Please contact the PSEUT Team at PECOenergyusagedata@exeloncorp.com if you are unable to view your data.

8. **After submitting the tenant list, I received the usage details, but the tenant list is no longer there. How can I retrieve the tenant list again?**

   You must resubmit a request for that building. Once the **Verify** button appears and the list is available, press the **Export to Excel** button and save it.

9. **How do I know if the tenants are active or inactive on the tenant verification list?**

   If the status column next to the tenant name is highlighted in blue, then the tenant is active. If the status column next to the tenant name is grey, then the tenant is inactive.

10. **What should I do when a tenant is shown as active on the tenant verification screen, but they are no longer an active tenant?**

    Click the Deny radio button that is found in the *Confirm/Deny* column of the table.

**11. What is the process to add a building to my PECO Smart Energy Usage Data Tool user profile?**

The PSEUDT Team must add the building to your account. Please fill out an *Enrollment Form* for the new building at: https://secure.peco.com/WaystoSave/ForYourBusiness/Pages/PECOSmartEnergyUsageDataTool.aspx. The PSEUDT Team will email you once the building has been added to your account.

**12. What is the process to delete a building from my PECO Smart Energy Usage Data Tool user profile?**

To delete a building, please send an e-mail containing your PSEUDT username and the building name and address to be removed to: PECOenergyusagedata@exeloncorp.com.

**13. I created a new data request and received an error message that my building has "been updated or changed in our system. Address validation is required to apply the updates to this account. To request address validation, please contact us at the link provided within the page footer." Why am I receiving this error?**

In order to maintain data accuracy and consistency, a file containing the most up-to-date available addresses specified in PECO's internal system is published to the PSEUDT software application on a regular and frequent basis. When you click on the **Create Request** button, the building address is automatically checked against the most current addresses available in the PECO address file to see if the address is valid. If there is a discrepancy, this error message appears. Please email PECOenergyusagedata@exeloncorp.com and request that the address be updated.

**14. How do I submit my electric usage data from the PECO Smart Energy Usage Data Tool to Energy Star Portfolio Manager?**

Please review the *Data Request Quick Guide* found at: https://www.peco.com/WaysToSave/ForYourBusiness/Pages/EnergyUsageDataTool.aspx.

**15. How can I view my requests in chronological order?**

On the *Request Management* page, click on the Request ID link in the first column of the table. This will reorganize the requests in chronological order.

**16. Where can I send questions that are not addressed in this FAQ or the Building Manager Guide? What should I include in this e-mail?**

You can send any questions to PECOenergyusagedata@exeloncorp.com. Please include contact information, PSEUDT username, building address, and a building account number.