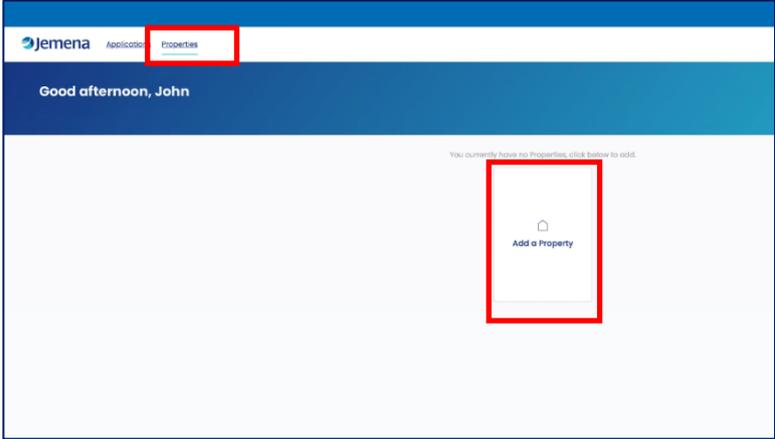
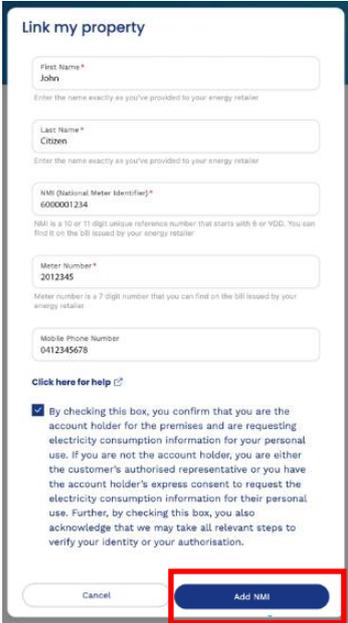


# My Portal Cheat Sheet

## Accessing your Electricity Consumption Data

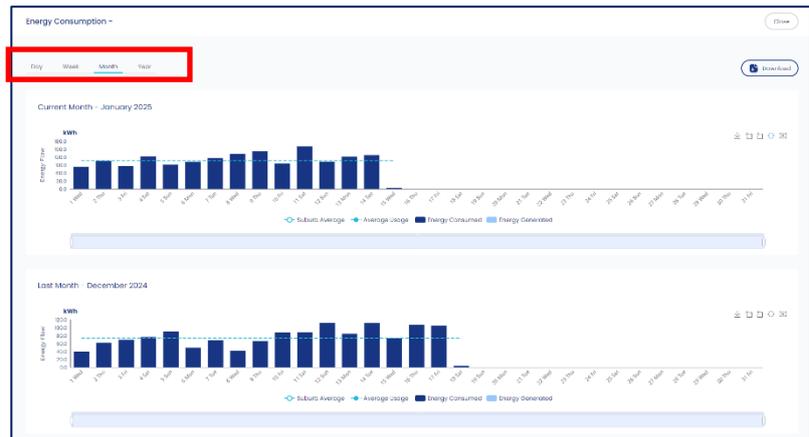
Step	Screenshot
<p>1. If it's your first time using the portal, you'll need to create an account.</p> <p>Once that's done, you can log in and add your residential or commercial property addresses and track your electricity consumption.</p> <p>Click on the <b>Properties</b> tab at the top left of your dashboard, then click <b>Add a Property</b>.</p>	 <p>The screenshot shows the Jemena portal dashboard. At the top left, the 'Properties' tab is highlighted with a red box. Below the navigation bar, the user is greeted with 'Good afternoon, John'. A message states 'You currently have no Properties, click below to add.' Below this message, a button labeled 'Add a Property' is highlighted with a red box.</p>
<p>2. To link your property, enter your name, mobile number, meter number and NMI exactly as they appear on your latest electricity bill.</p> <p>Then tick the check box and click <b>Add NMI</b>.</p>	 <p>The screenshot shows the 'Link my property' form. It contains several input fields: 'First Name*' (John), 'Last Name*' (Citizen), 'NMI (National Meter Identifier)*' (6000001234), 'Meter Number*' (2012345), and 'Mobile Phone Number' (0412345678). Below the fields is a checkbox that is checked, with a text block explaining the confirmation. At the bottom right, the 'Add NMI' button is highlighted with a red box.</p>

3. Once linked, you can track your electricity consumption easily by clicking on **View**.

Property Electricity Consumption Add a property

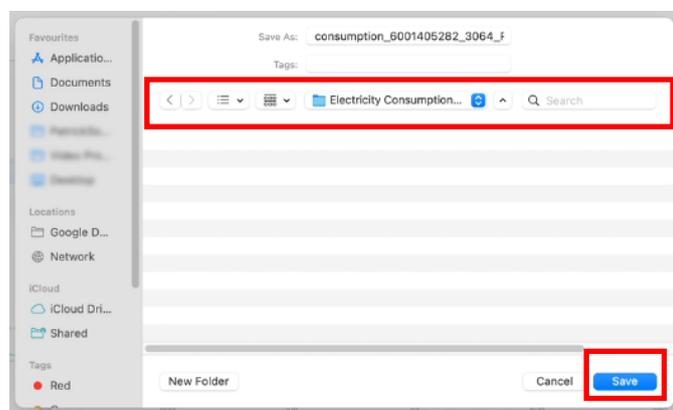
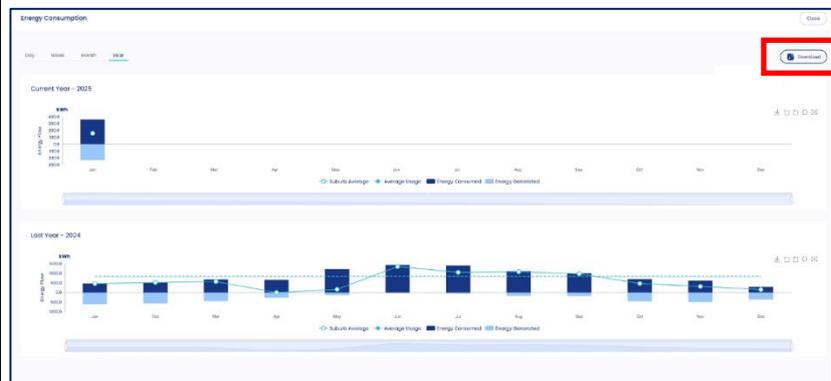
STREET	SUBURB	POSTCODE	METER NO.	NM	USAGE	ACTIONS
7 CITIZEN AVENUE	MELBOURNE	3000	2012345	E000001234	<b>View</b>	

4. You can compare usage over yearly, monthly, weekly, and daily periods, as well as for specific days and times and against your suburb average.



5. If you have solar panels, the electricity they generate will be displayed in these light blue bars.

You can also download your usage data by clicking the **download** button.



6. If you have multiple properties, you can add them to your account to track and better understand your energy needs and overall usage.

The screenshot shows the Jemena web portal interface. At the top, there is a navigation bar with the Jemena logo, 'Applications', 'Properties', 'Help and Support', and a user profile dropdown for 'John'. Below the navigation bar, a greeting says 'Good afternoon, John'. The main content area is titled 'Property Electricity Consumption' and includes an 'Add a property' button. A table lists three properties with columns for Street, suburb, postcode, meter no., and meter ID. Each row also has 'View' and 'Add' icons.

STREET	SUBURB	POSTCODE	METER NO.	METER ID	STATUS	ACTION
1 CITIZEN AVENUE	MELBOURNE	3000	3012345	6000000234	View	Add
8 RUBY STREET	VIEW EAST	3102	3104321	6000004321	View	Add
9 SORRENTO ROAD	BIG HILL	3228	3123456	60000072345	View	Add