BEACON® AMA Training Manual:
Understanding the Starter Spreadsheet

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Understanding the BEACON Starter Spreadsheet

The Beacon Starter Spreadsheet contains a subset of data fields (columns) from the BEACON Data Exchange (BDE) Specification for Accounts and Assets. It is provided in .xlsx format for your convenience. Once you have completed the spreadsheet, save it in comma-separated values (.csv) format using the 'Save As' function prior to importing it to the BEACON software.

Use the BEACON Starter Spreadsheet to quickly associate endpoints with utility account information in BEACON AMA. When using this workflow, some advanced BEACON features will not be enabled. This method is recommended for ORION Cellular 10-Pack Customers and utilities that wish to quickly provision a small number of endpoints.

PLEASE NOTE:

Before provisioning any endpoints it is recommended that you work with your billing vendor to determine what information should be used to populate the **Account ID**, **Location ID** and **Meter ID** fields.

Account ID is usually associated with the customer and can change during a tenant or ownership change.

Location ID needs to be an alpha- numeric ID that is associated with the location of the meter. It should never change. During tenant or meter changes the Location ID must remain static. Sometimes the BEACON Location ID is called a Premise ID, Tap ID, Lot number or Tax number in the Billing software or Customer Information System.

Meter ID needs to be unique to each meter. It is common to use the meter serial number that is engraved on the meter as this ID, but using another unique ID that exists in the billing software is also acceptable. This number should change whenever there is a meter change-out.

Verify these ID fields with your billing vendor. If you plan to use the BEACON Data Exchange in the future the Account IDs, Location IDs, and Meter IDs in BEACON and your billing software must match for the exchange to work.

Completing a BEACON Starter Spreadsheet

The table below describes each field in a BEACON Starter Spreadsheet. The data is a combination of information collected in the field, typically during endpoint installation, and data from your billing, accounting and meter management systems. Required data fields are in *italic text*. Complete a separate row of utility data for each endpoint/encoder/meter at a location. Compound meters require a separate row for each encoder register.

To submit a Completed Spreadsheet to Badger Meter Inc prior to training:

Fill out the spreadsheet as completely as possible.

Save it named with your Utility name, state and the date.

Example: Milwaukee_WI_06-12-16.xlsx
                     Great Neck North, NY 05-25-16.xlsx

Email the Completed document to you Badger Meter Trainer.

Column Name	Description
Endpoint_SN* *Required for all meters with endpoints. For manually read meters, leave this field blank.	Serial number of the endpoint paired with the specified meter. **Max. length:** 20 characters
Endpoint_Type* *Required for all meters with endpoints. For manually read meters, leave this field blank.	A single letter indicating the type of endpoint used to read the meter. ORION Cellular (J), ORION SE/ME (N), ORION CE (Z), GALAXY TR3 (G), GALAXY TR2 (g), Itron (V). **1 letter:** J, N, G, g, Z, or V
Endpoint_Install_Date* *Required for all meters with endpoints. For manually read meters, leave this field blank.	Date the endpoint was installed on the meter specified by Meter_ID. **Max. length:**10 characters
Account_ID	Identifier of the account used for billing purposes. **Max. length:** 32 characters
Account_Full_Name	Full name of the account holder. **Max. length:** 128 characters
SA_Start_Date	Date service began. The combination of Account_ID, Service_Point_ID, and SA_Start_Date is a distinct, unique Service Agreement. **Max Length:** 10 characters
Location_ID	Indentifier assigned to the physical location of the meter. **Max. length:** 40 characters
Location_Name	This is typically the name of the property. **Max. length:** 64 characters

Column Name	Description
Service_Point_ID	Identifier used to distinguish between multiple service hookups at the same Location. The combination of Location_ID and Service_Point_ID represents a single point to which a meter is or will be attached. This value MUST be provided if multiple services are present at a single Location. If no Service Point ID is provided, the Service Point ID will be assigned a default value of 1. **Max. length:** 20 characters
Location_Address_Line1	The street address where the meter is located. **Max. length:** 64 characters
Location_Address_Line2	Second line for entering the street address where the meter is located. **Max. length:** 64 characters
Location_City	The city where the meter is located. **Max. length:** 64 characters
Location_State	The State or Province where the meter is located. If the service is located in a country other than the United States or Canada, leave this field blank. **Max. length:** 2 letters
Location_Zip	ZIP+4 or postal code where the meter is located. **Max. length:** 10 characters
Service_Point_Latitude	Latitude position of the Service Point in decimal degrees
Service_Point_Longitude	Longitude position of the Service Point in decimal degrees
Service_Point_Route	Route or book identifier the metered service belongs to. **Max. length:** 12 characters

Column Name	Description
Service_Point_Type	Enter W for water.
Service_Point_Class_Code	Bill rate of meter defined by the billing system; residential, commercial, irrigation, etc. **Max. length:** 12 characters
Meter_ID	User-defined identifier of the meter. It must be unique and is required. **Max. length:** 24 characters
Meter_Install_Date	The date the current meter was installed. **Max Length:** 10 characters
Register_Number	For compound and composite meters only: identify the high (H) and low (L) register. Leave blank for single-register meters. **NOTE:** For compound and composite meters, the Location_ID, Service_Point_ID and Meter_ID are expected to be the same for all registers. Leave this field blank for single-register meters. **1 letter:** H, L or blank
Register_Unit_Of_Measure	Entries in this field must be in all caps and exactly match one of these terms: GAL, CUBIC_FEET, CUBIC_METERS, LITERS, AF. **Max. length:** 12 characters
Register_Resolution	Factor of the rightmost movable digit (0.01, 0.1, 1, 10, 100, 1000, etc.). Taken together with the Register_Unit_Of_Measure this represents the smallest unit of change the encoder can report. **Max. length:** 6 numbers

Column Name	Description
Meter_Manufacturer	Manufacturer of the meter. For example: Badger Meter, Sensus, Neptune, etc. **Max. length:** 32 characters
Meter_Model	Model of the meter. For example: M25, M55, T160, etc. **Max. length:** 64 characters
Meter_Size	Numeric size of the meter. For example: 5/8 = .625, 3/4 = .75, 1-1/2 = 1.5, etc. **Max. length:** 10 numbers
Meter_Size_Unit	NPS or DN. Specifies whether the meter size is in inches (NPS) or millimeters (DN). If left blank, unit defaults to inches. **Max. length:** 3 letters

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