# Meatrol Data Analysis Template Instructions

#### Prerequisites

- This template makes use of "Excel Power Query Editor". This is an add on to Excel and is included by default in newer versions of Excel, from Excel 2010.
  - To check if you have it installed, open up Excel, go to the "Data" Menu, Click on the "Get Data" button to open up a drop down menu, then click on "Launch Power Query Editor...".
  - If you do not have it installed, it needs to be installed before you are able to use this template. To check if it is installed, if you click on any of the data tables, a link on the top menu should come up called "Query".
  - "Excel power query analyser" can be downloaded and installed using this link:
  - o <a href="https://www.microsoft.com/en-us/download/details.aspx?id=39379">https://www.microsoft.com/en-us/download/details.aspx?id=39379</a>
- It also requires at least the following version of Excel: Excel 2010 (v16.0) 64 Bit. So in other words, the minimum required version is Excel 2010, any newer version after that will work.

#### How to use the Excel Meatrol data analysis template.

Open up the correct version of the template, there is a template for single phase data and three phase data. So select the correct one that you need.

#### 1. Open the data analysis template and enable the content

- 1.1. Open Meatrol\_Data\_Analysis\_Template Excel File.
- 1.2. Click the "Enable content" button.



### 2. Import the data from your CSV file

2.1. Click on the relevant tab for your meter for example Mi550, ME440 or ME435





2.2. Click anywhere on the data table. This will make the "Query" option come up on the top menu.



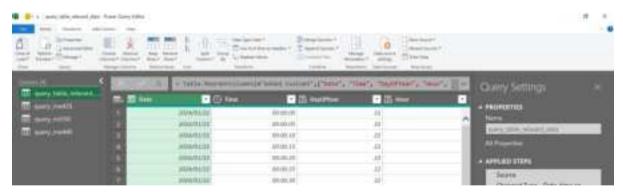
2.3. Click on "Query" on the top menu.



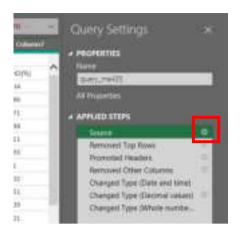
2.4. Click the "Edit" button on the top menu.



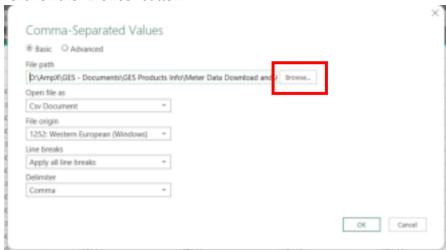
2.5. This will open up Microsoft – "Power Query Editor".



- 2.6. On the "Applied Steps" window on the right, click on the first step called "Source".
- 2.7. Click on the gear icon on this step.



2.8. Click on the "Browse" button.



- 2.9. Browse to the CSV file you saved from the meter. Click on the "OK" button.
- 2.10. This will import your data.
  - 2.10.1. You can click through the steps to see what changes are made to the data, to make sure each step is successful. These steps are normally applied automatically.
  - 2.10.2. If there are issues with importing the data, then make sure the data file is in the correct format. Download it again directly from the meter and do not open it in Excel directly first as excel can sometimes change stuff. An example of what the data format should look like can be downloaded from this page:

https://greenenergysolutions.co.za/template-support/

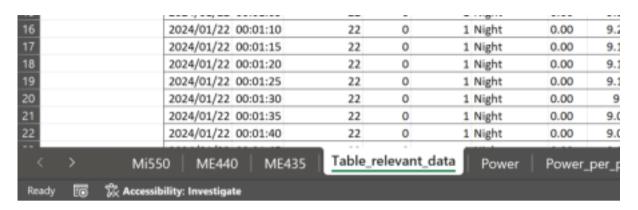
The data should be comma separated, there should be no quotation marks around the rows.

2.11. Under the "Home" menu, click on the "Close & Load" button.

Scroll down for further instructions...

# Setting the right source for the "Table\_relvant\_data" table

2.12. Click on the tab named "Table\_relevant\_data". This table reference data from one of the other sheets, Mi550, ME440 or ME435.



2.13. Click on "Query" on the top menu.



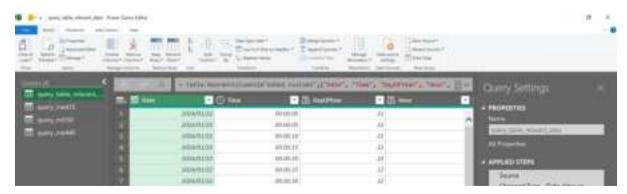
2.14. Click anywhere on the data table.



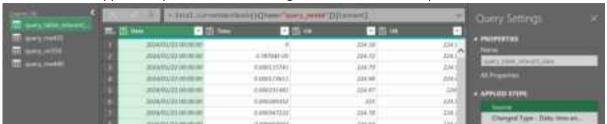
2.15. Click the "Edit" button on the top menu.



2.16. This will open up Microsoft query editor.



2.17. On the "Applied Steps" window on the right, click on the first step called "Source".



- 2.18. In the formula bar Edit the name in "= Excel.CurrentWorkbook(){[Name=" me435"]}[Content] "
- 2.19. Change the name to your meter name, and press enter.
  - 2.19.1. Change only the text in the quotation marks.
  - 2.19.2. Either query\_mi550, query\_me440 or query\_me435
- 2.20. Optionally you can click through all the steps on the right under Applied steps, just to ensure that each step is successful.
- 2.21. Under the "Home" menu, click on the "Close & Load" button.
- 2.22. When back on the sheet "Table\_relevant\_data", either right click on the table, then left click "Refresh" or click on "Refresh" under the "Query" top menu item.
- 2.23. If successful, then all your data should be displayed in the sheet called "Table relevant data"

Scroll down for further instructions....

# Viewing your data

- 2.24. Click on the Power tab.
- 2.25. Right click anywhere on the table and the left click on refresh on the context menu.
- 2.26. This should refresh all the other sheets and pivot tables, so just necessary to do it on the first sheet.
- 2.27. Use the "Selected Date" Slicer to filter data for a specific day.
- 2.28. Clear the filter by clicking on the funnel with the red cross.
- 2.29. All other tab should now also be updated. You can click on all the other tabs to view your data.

# Frequently Asked Questions

- When trying to import the data from a CSV file, it does not import it to separate columns, but put everything in one column.
  - Sometimes excel saves .CSV files with Double quotations marks for each row. Do a find and replace for all double quotation marks ", and save the file...
  - Also make sure your system separator characters has been set correctly to comma and your decimal separator to a full stop in your regional settings of your computer.

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