

Questions? For help understanding the terminology in the charts and tables, we've compiled a short glossary for your reference. See page 2 and 3 of this guide.

Guide to Accessing Your Energy Consumption

ACCESSING, VIEWING AND DOWNLOADING YOUR ENERGY CONSUMPTION (USE) INFORMATION

Reviewing your energy consumption on a monthly basis helps you to better access and implement changes that may save energy and decrease your bills. It can also help you spot trends and evaluate energy-saving options.

You can access this information through **My Account**.

- Log in to My Account (go to xcelenergy.com/MyAccount and enter your **Username** and **Password**).

- Once you are logged in, you'll be on the Overview screen. There are a couple of ways to access your energy use information from this screen.

1. In the middle column, look for the "**Current Premises Breakdown**" heading. Underneath it, you'll see a listing for the address(es) associated with your account. Click on an address to view its energy use (consumption).
2. You can also click on the dropdown box at the top of the screen next to the "Welcome" message to select the address. When you are in the premises section, you can also use this dropdown to get back to the Account Overview section.

- On the **Premises** screen, you'll see the: **Overview**, **Energy Mix** and **Premises Profile** tabs. The consumption information is displayed when you view your premises on the **Overview** tab.

- **Overview:** Up to 24 months of historical consumption/use data for electricity (KWh) and/or gas (therms). Several display options are available, depending on the type of service you use and the amount of time you've been an Xcel Energy customer.

1. **View consumption as a chart or in table format** by clicking the icons in the upper right corner of the screen.

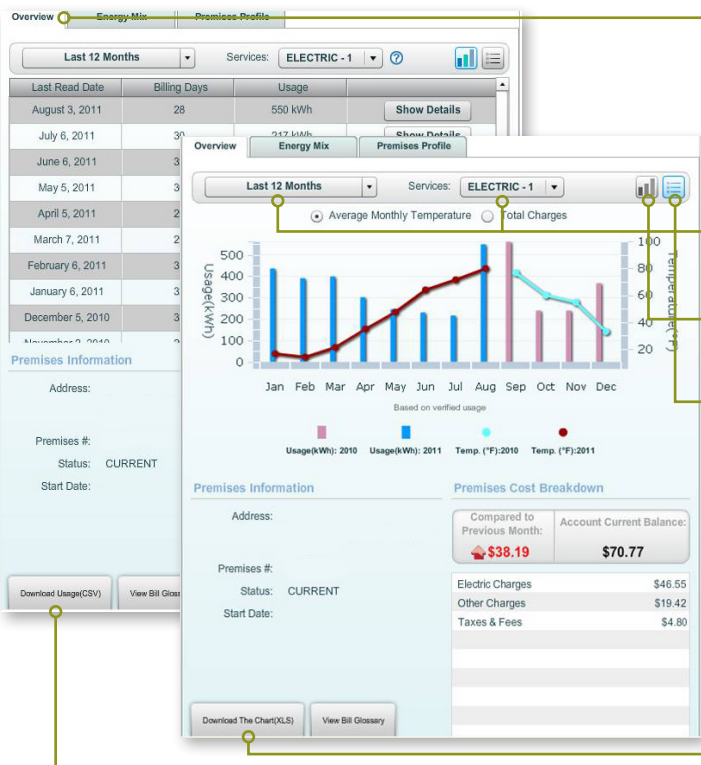
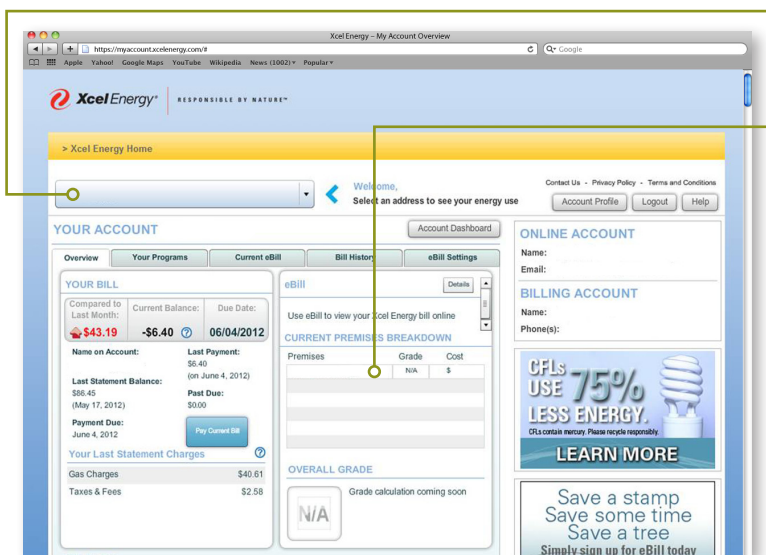
2. Choose the time period (provided for 6-, 12- and 24-month periods) and service type (gas or electricity) from the dropdown menus. If you have more than one service, electricity consumption is automatically displayed.

- **Charts** show Average Monthly Temperature or the Total Charges for the specified period of time and service type.

- **Tables** show detailed information about energy use and cost for the specified period of time and service type.

3. Download the chart or table information and save it to your computer using the button located at the bottom left side of the screen:

- Use the "**Download the Chart**" button for charts.
- Use the "**Download the Usage**" button for tables.



Understanding Your Energy Consumption Tables

In order to help you better understand the information shown in the Energy Consumption tables, we've compiled some short summaries of the key terms below.

Electricity Consumption (Use)

Table Information:

- **Last Read Date:** Date of the meter reading used for the billing period.
- **Billing Days:** The number of days of service for which you were billed.
- **Electric Usage (kWh):** Kilowatt hour (kWh) is a unit of energy or work equal to one kilowatt for one hour. It is a measure of consumption and is the normal unit used for metering and billing electricity customers. A kilowatt hour is the average demand (kW) over the metered hour.

Demand (kW): The maximum rate at which electricity was used in your premises (in kilowatts) during any 15-minute period in the billing month.

- **Electric Charges:** Includes charges for electricity used, riders, the service and facility.
- **Total Electric Charges:** The total amount of your electricity charges, including tax.
- **Total Electric Charges/Day:** The total electricity charges divided by the number of Billing Days.
- **Average Temperature:** The average temperature, for the billing period.
- **Cooling Days (or Cooling Degree Days):** An estimate of energy requirements for air conditioning or refrigeration. Typically, cooling degree days are calculated as how much warmer the mean temperature at a location is than 65°F on a given day.*
- **Read Method:** The meter reading number is entered into our system either manually or by using an upload file from a hand-held or electronic meter reading device. You may see the terms Actual, System Assessed, or Manual Estimate listed.

*NOAA's National Weather Service Glossary, crh.noaa.gov/glossary.php.

- **Actual:** The registered demand times the meter multiplier, if applicable.
- **Billed:** The figure to which the demand charge is applied.

Note: Most residential customers will see zeros in these columns.

	A	B	C	D	E	F	G	H	I	J	K
1				Usage Report		Report Date	7/10/12				
2				Usage Period	2010-07-10 to 2012-07-10						
3	Customer Name	<Name>									
4	Account Number	<Account No.>									
5	Account Address	<Address>									
6	Premises Number	<Premises No.>									
7	Premises Address	<Address>									
8	Premises Status	CURRENT									
9	Service	ELECTRIC-1									
10											
11	Last Read Date	Billing Days	Electric Usage (kWh)	Actual Demand (kW)	Billed Demand (kW)	Electric Charges	Total Electric Charges	Total Electric Charges / Day	Average Temperature	Cooling Days	Read Method
12	6/28/12	28	152	0	0	\$24.25	\$26.02	\$0.93	73 °F	240	Actual
13	5/31/12	29	142	0	0	\$21.21	\$22.76	\$0.78	65 °F	88	Actual
14	5/2/12	33	172	0	0	\$24.28	\$26.05	\$0.79	52 °F	5	Actual
15	3/30/12	28	319	0	0	\$40.71	\$43.67	\$1.56	51 °F	19	Actual
16	3/2/12	29	167	0	0	\$24.51	\$26.29	\$0.91	30 °F	0	System Assessed
17	2/2/12	29	180	0	0	\$26.32	\$28.24	\$0.97	25 °F	0	System Assessed
18	1/4/12	34	190	0	0	\$27.64	\$29.65	\$0.87	29 °F	0	System Assessed
19	12/1/11	31	136	0	0	\$20.10	\$21.56	\$0.70	40 °F	0	System Assessed
20	10/31/11	33	129	0	0	\$20.24	\$21.71	\$0.66	57 °F	64	System Assessed
21	9/28/11	30	190	0	0	\$29.27	\$31.40	\$1.05	65 °F	126	Actual
22	8/29/11	28	193	0	0	\$29.26	\$31.39	\$1.12	75 °F	283	Actual
23	8/1/11	31	188	0	0	\$28.56	\$30.63	\$0.99	80 °F	457	Actual
24	7/1/11	30	242	0	0	\$35.05	\$37.60	\$1.25	72 °F	221	System Assessed
25	6/1/11	30	175	0	0	\$25.59	\$27.46	\$0.92	61 °F	36	Actual
26	5/2/11	32	201	0	0	\$28.51	\$30.58	\$0.96	47 °F	0	Actual
27	3/31/11	29	167	0	0	\$24.29	\$26.06	\$0.90	32 °F	0	Actual
28	3/2/11	29	168	0	0	\$24.04	\$25.79	\$0.89	20 °F	0	Actual
29	2/1/11	29	192	0	0	\$26.64	\$28.58	\$0.99	13 °F	0	Actual
30	1/3/11	34	161	0	0	\$22.59	\$24.23	\$0.71	17 °F	0	Actual
31	11/30/10	33	133	0	0	\$19.36	\$20.77	\$0.63	37 °F	0	Actual
32	10/26/10	29	110	0	0	\$16.93	\$18.18	\$0.63	57 °F	22	Actual
33	9/29/10	31	129	0	0	\$19.91	\$21.36	\$0.69	63 °F	56	Actual
34	8/29/10	30	213	0	0	\$29.64	\$31.80	\$1.06	78 °F	388	Actual
35	7/30/10	30	258	0	0	\$35.32	\$37.89	\$1.26	77 °F	374	Actual

My Account | xcelenergy.com/MyAccount

Understanding Your Energy Consumption Tables

Gas Consumption (Use) Table Information:

- **Last Read Date:** Date of the meter reading used for the billing period.
- **Billing Days:** The number of days of service for which you were billed.
- **Gas Usage:** Defined in therms; units of measure of the energy content of natural gas. One therm equals 100,000 British thermal units (Btu).
- **Gas Charges:** Includes charges for gas used, riders, the service and facility.
- **Total Gas Charges:** The total amount of your gas charges, including tax.
- **Total Gas Charges/Day:** The total gas charges divided by the number of Billing Days.
- **Average Temperature:** The average temperature, for the billing period.
- **Heating Days (or Heating Degree Days):** An estimate of energy requirements for heating. Typically, heating degree days are calculated as how much colder the mean temperature at a location is than 65° F on a given day.*
- **Read Method:** The meter reading number is entered into our system either manually or by using an upload file from a handheld or electronic meter reading device. You may see the terms Actual, System Assessed, or Manual Estimate listed.

*NOAA's National Weather Service Glossary, crh.noaa.gov/glossary.php.

	A	B	C	D	E	F	G	H	I
1				Usage Report		Report Date	7/10/12		
2				Usage Period	2011/07/10 to 2012/07/10				
3	Customer Name	<Name>							
4	Account Number	<Account No.>							
5	Account Address	<Address>							
6	Premises Number	<Premises No.>							
7	Premises Address	<Address>							
8	Premises Status	CURRENT							
9	Service	GAS-1							
10									
11	Last Read Date	Billing Days	Gas Usage (Therms)	Gas Charges	Total Gas Charges	Total Gas Charges / Day	Average Temperature	Heating Days	Read Method
12	6/18/12	32	3	\$10.45	\$11.30	\$0.35	67 °F	89	Actual
13	5/17/12	29	17	\$17.80	\$19.04	\$0.66	56 °F	267	Actual
14	4/18/12	30	59	\$44.20	\$46.51	\$1.55	50 °F	460	Actual
15	3/19/12	29	152	\$115.17	\$121.11	\$4.18	37 °F	833	Actual
16	2/19/12	31	199	\$149.59	\$157.37	\$5.08	23 °F	1290	Actual
17	1/19/12	32	217	\$166.98	\$175.46	\$5.48	26 °F	1254	Actual
18	12/18/11	33	187	\$148.45	\$155.76	\$4.72	28 °F	1230	Actual
19	11/15/11	29	83	\$67.57	\$72.94	\$2.52	42 °F	660	Actual
20	10/17/11	29	26	\$26.26	\$29.16	\$1.01	59 °F	202	Actual
21	9/18/11	32	11	\$16.36	\$17.95	\$0.56	66 °F	95	Actual
22	8/17/11	28	2	\$10.41	\$11.21	\$0.40	74 °F	0	Actual
23	7/20/11	30	3	\$11.12	\$12.01	\$0.40	73 °F	13	Actual
24									

