

Welcome to AquaCUE® FMM

Starter Spreadsheet Implementation

WELCOME TO AquaCUE FMM

Thank you for choosing Badger Meter to be part of your water management solution. Our AquaCUE® Flow Measurement Manager (FMM) Solution brings a whole new level of information to light while empowering your end users and streamlining your processes.

The following reflects an overview of what you can expect as your AquaCUE FMM implementation progresses. Shaded areas indicate action items you and your team need to complete.



1. Starter Spreadsheet

First things first. Since you will be utilizing the **Starter Spreadsheet** to associate your endpoints with your account information in your AquaCUE FMM portfolio, you will need to gather the necessary information.

NOTE: Refer to the Understanding the Data Exchange Starter Spreadsheet information available in AquaCUE Help (<https://help.aquacue.com/aquacue-data-exchange/understanding-the-starter-spreadsheet/>) to download a copy of the spreadsheet and review the data requirements.

2. Onboarding Communication

Within a few days of order acknowledgment, the person identified as the Primary Admin (PAD)/portfolio Owner will receive an email invitation to setup his/her AquaCUE login credentials.

NOTE: To ensure the invitation is not blocked by your organization's spam filters, please whitelist the following:

- | | |
|------------------------------|--|
| • donotreply@eyeonwater.com | • reports-noreply@aquacue.com |
| • donotreply@aquacue.com | • aquacue.ca (Canadian deployments only) |
| • donotreply@beaconama.net | • alerts-noreply@beaconama.net |
| • noreply@eyeonwater.com | • reports-noreply@beaconama.net |
| • noreply@aquacue.com | • beaconama.ca (Canadian deployments only) |
| • alerts-noreply@aquacue.com | |

This login invitation is valid for 48 hours. Should the invitation expire before you are able to setup your credentials, please contact TrainingSupport@BadgerMeter.com to request a new invitation.

3. First Login

When you first login to AquaCUE you may notice a lack of data. This is because your Starter Spreadsheet data has not been uploaded to AquaCUE yet. Although information may be available in AquaCUE, your portfolio may not be fully configured.

NOTE: Feel free to browse around a bit and familiarize yourself with the user interface. Basic AquaCUE features and functionality will be covered in your training session, and portfolio configuration completed at that time.

4. Information Collection and Verification

The specific information submitted with your order is used by your trainer to verify your unique system specifications and configure your portfolio. Your trainer will reach out to you to review the endpoint and account information you have compiled for the starter spreadsheet.

NOTE: If you have not reviewed the Starter Spreadsheet information (Step 1) please do so at this time to ensure you are prepared to provide all necessary information to your trainer so he/she may assist you in preparing your file.

5. **Starter Spreadsheet Approval**

Your trainer will review the Starter Spreadsheet you have prepared and identify any corrections which may be needed.

NOTE: This is the part of the process where you need to be highly involved to resolve any data issues identified in the test file. Issues may include validating register resolutions, verifying correct addresses and establishing a valid format for the various data fields. Your trainer will be helping you throughout this process.

6. **Training**

After you and your trainer have completed the Starter Spreadsheet review and the file has been approved, your trainer will collect any additional information, confirm receipt of any reading hardware you may have ordered and schedule your training session.

Once your training is complete, you will be ready to enjoy the benefits AquaCUE has to offer. As a cloud-based platform, new AquaCUE features and functionalities will be available to you upon release, simply by logging into your portfolio.

Visit <https://helpaquacue.com/training/> to learn more about supplemental training opportunities, which are available to allow you to maximize your investment in an AquaCUE solution.

Thank you once again for being a valued Badger Meter customer. Should you have any questions about the process outlined in this document, please contact your account manager or TrainingSupport@BadgerMeter.com.

ACCOUNT MANAGER

NAME	
EMAIL	
PHONE	

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