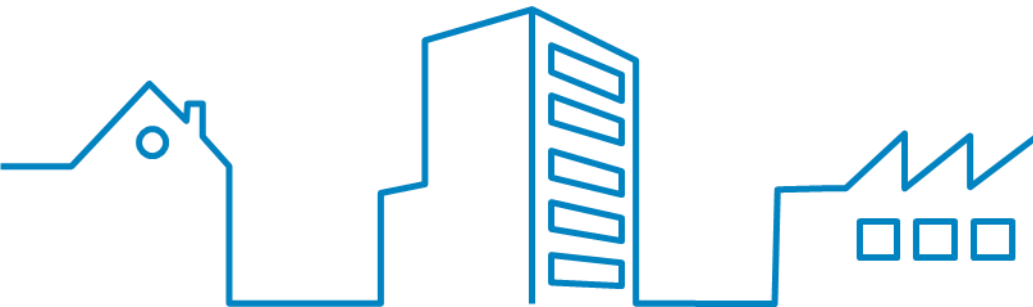


The DAIKIN CLOUD SERVICE logo, featuring the words "DAIKIN" and "CLOUD" in large blue capital letters, with "SERVICE" in smaller blue capital letters to the right of "CLOUD". The entire text is enclosed within a large blue cloud outline.

DAIKIN CLOUD SERVICE

User and site management



User reference guide

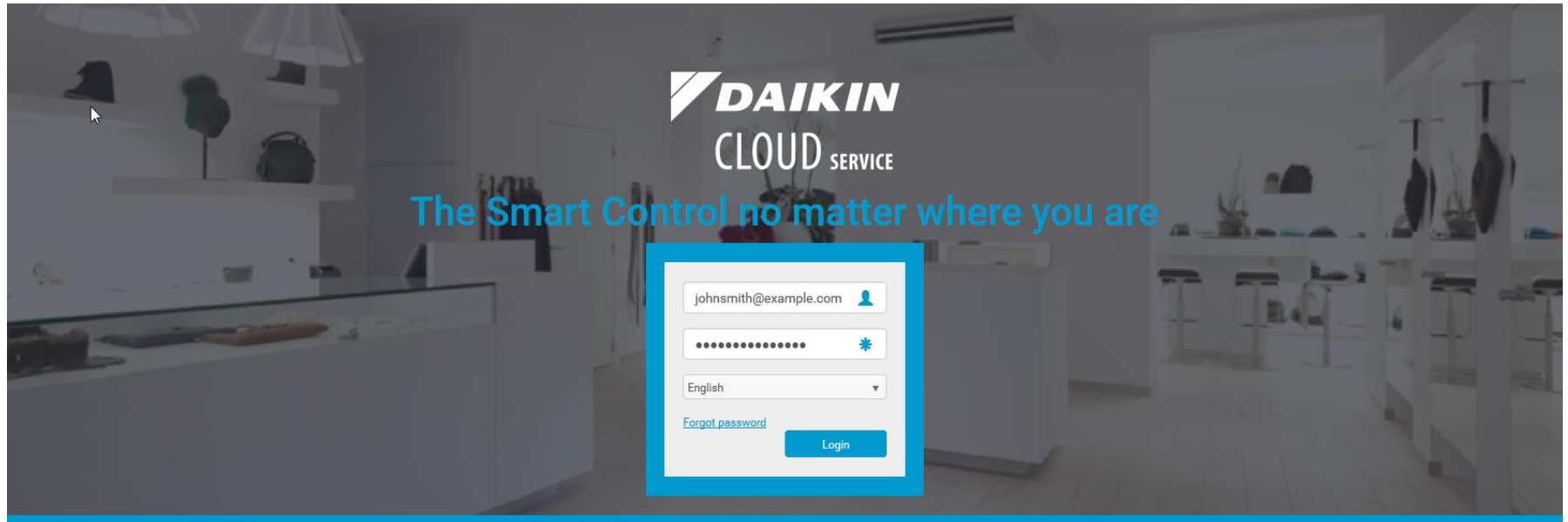
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1. User Administration: Create User
2. User Administration: Edit User
3. Building Administration: Create Site
4. Building Administration: Activate Package
5. Building Administration: Add Users to a Site
6. Building Administration: Disassociate Users from a Site
7. Building Administration: Delete a controller
8. Building Administration: Delete a site

01. User Administration:

Create User

Daikin Cloud Service



Remote and intuitive control

- Control and monitor your premises whenever you want, wherever you are
- Intuitive interface to control and set schedules easily saving on running costs and ensuring comfort
- Central control of all devices eliminates any risk of simultaneous heating and cooling in situations where a separate heating device is installed

Multi site management

- Key account/technical managers have the convenience of a single, centralised controller for controlling and monitoring all their premises
- Installers/facility managers can check any errors remotely without having to worry about going to the premises

Energy management

- Detect sources of energy waste and reduce energy use
- Benchmark different sites to find heavy energy users and optimise their operation



- Log on to the Daikin Cloud Service website:
<https://cloud.daikineurope.com>

User Administration: Create User

DAIKIN CLOUD SERVICE

MONITORING & CONTROL

ENERGY MANAGEMENT

MULTI-SITE MANAGEMENT

USER ADMINISTRATION

BUILDING ADMINISTRATION

REMOTE DIAGNOSTICS

JOHN SMITH
DAIKIN ADMINISTRATOR

User administration > USERS

Full name	Email	Role	Affiliate	Installer company	End user company	Edit	Delete
Big John	john.gilbert@daikin.com	Main administrator					
David Smith	david.smith@daikin.com	Main administrator					
John Smith (Main administrator)	john.smith@daikin.com	Main administrator					
John Smith	john.smith@daikin.com	Main administrator					
John Smith	john.smith@daikin.com	Main administrator					
John Smith	john.smith@daikin.com	Main administrator					
John Smith	john.smith@daikin.com	Main administrator					
John Smith	john.smith@daikin.com	Main administrator					
John Smith	john.smith@daikin.com	Main administrator					
John Smith	john.smith@daikin.com	Main administrator					
John Smith	john.smith@daikin.com	Main administrator					
John Smith	john.smith@daikin.com	Main administrator					
John Smith	john.smith@daikin.com	Main administrator					
John Smith	john.smith@daikin.com	Main administrator					
John Smith	john.smith@daikin.com	Main administrator					

1 - 15 of 56 items

New

COOKIES
TERMS OF USE
OPERATION MANUAL
INFORMATION
CONTACT

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- Go to “USER ADMINISTRATION”

User Administration: Create User

MONITORING & CONTROL

ENERGY MANAGEMENT

MULTI-SITE MANAGEMENT

USER ADMINISTRATION

BUILDING ADMINISTRATION

REMOTE DIAGNOSTICS

JOHN SMITH

DAIKIN ADMINISTRATOR

User administration > USERS

Full name	Email	Role	Affiliate	Installer company	End user company	Edit	Delete
John Smith	john.smith@company.com	Admin administrator					
John Smith	john.smith@company.com	Admin administrator					
John Smith (old version)	john.smith@company.com	Admin administrator					
John Smith	john.smith@company.com	Admin administrator					
John Smith	john.smith@company.com	Admin administrator					
John Smith	john.smith@company.com	Admin administrator					
John Smith	john.smith@company.com	Admin administrator					
John Smith	john.smith@company.com	Admin administrator					
John Smith	john.smith@company.com	Admin administrator					
John Smith	john.smith@company.com	Admin administrator					
John Smith	john.smith@company.com	Admin administrator					
John Smith	john.smith@company.com	Admin administrator					
John Smith	john.smith@company.com	Admin administrator					
John Smith	john.smith@company.com	Admin administrator					
John Smith	john.smith@company.com	Admin administrator					
John Smith	john.smith@company.com	Admin administrator					
John Smith	john.smith@company.com	Admin administrator					

1 - 15 of 56 items

<

1

2

3

4

>

NEW

COOKIES

TERMS OF USE

OPERATION MANUAL

INFORMATION

CONTACT

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- Create new user: click “New”

User Administration: Create User

The screenshot displays the DAIKIN Cloud Service User Administration interface. On the left is a dark sidebar with the DAIKIN logo and a list of navigation items: MONITORING & CONTROL, ENERGY MANAGEMENT, MULTI-SITE MANAGEMENT, USER ADMINISTRATION (highlighted), BUILDING ADMINISTRATION, and REMOTE DIAGNOSTICS. At the bottom of the sidebar are links for COOKIES, TERMS OF USE, OPERATION MANUAL, INFORMATION, and CONTACT, along with a copyright notice for DAIKIN Europe N.V.

The main content area has a top header with the breadcrumb 'User administration > Users > NEW' and a user profile for JOHN SMITH, DAIKIN ADMINISTRATOR. The form contains the following fields:

- Name***: A text input field with the placeholder 'First name and last name'.
- Email***: A text input field with the placeholder 'Email'.
- Password***: A text input field with the placeholder 'Password'.
- Password Verification***: A text input field with the placeholder 'Password Verification'.
- Select role***: A dropdown menu currently showing 'Daikin administrator'.

At the bottom of the form are two buttons: 'Cancel' and 'Add user'.

- Fill out User information

User Administration: Create User

The screenshot displays the DAIKIN Cloud Service User Administration interface. The left sidebar contains navigation links: MONITORING & CONTROL, ENERGY MANAGEMENT, MULTI-SITE MANAGEMENT, USER ADMINISTRATION (highlighted), BUILDING ADMINISTRATION, and REMOTE DIAGNOSTICS. The top right shows the user profile: JOHN SMITH, DAIKIN ADMINISTRATOR. The main content area is titled 'User administration > Users > NEW'. It contains a form with the following fields: Name* (Cloud Test), Email* (cloudtest@daikineurope.com), Password* (masked with dots), Password Verification* (masked with dots), and Select role*. The 'Select role*' dropdown menu is open, showing a list of roles: Daikin administrator (highlighted), Daikin affiliate, Installer, Administrator, and Operator. A hand icon points to the 'Daikin administrator' role. To the right of the dropdown, an orange callout box with an exclamation mark contains the text: 'Only equal or lower levels are available based on the user role of the creator.' The bottom left of the sidebar contains links for COOKIES, TERMS OF USE, OPERATION MANUAL, INFORMATION, and CONTACT, along with a copyright notice: Copyright © Daikin Europe N.V.

- Select User Role.

User Administration: Create User

The screenshot displays the DAIKIN Cloud Service User Administration interface. On the left is a dark sidebar with the DAIKIN logo and a menu with categories: MONITORING & CONTROL, ENERGY MANAGEMENT, MULTI-SITE MANAGEMENT, USER ADMINISTRATION (highlighted), BUILDING ADMINISTRATION, and REMOTE DIAGNOSTICS. At the bottom of the sidebar are links for COOKIES, TERMS OF USE, OPERATION MANUAL, INFORMATION, and CONTACT, along with a copyright notice for DAIKIN Europe N.V.

The main content area has a top navigation bar with the breadcrumb 'User administration > Users > NEW'. In the top right corner, a blue bar shows the user 'JOHN SMITH' as a 'DAIKIN ADMINISTRATOR' with a dropdown arrow.

The 'NEW' user form contains the following fields:

- Name***: Text input with 'Cloud Test' entered.
- Email***: Text input with 'cloudtest@daikineurope.com' entered.
- Password***: Password input field with masked characters.
- Password Verification***: Password input field with masked characters.
- Select role***: Dropdown menu with 'Daikin administrator' selected.

At the bottom of the form are two buttons: 'Cancel' and 'Add user'. A hand icon is pointing at the 'Add user' button.

- Click “Add User”

User Administration: Create User

JOHN SMITH
 DAIKIN ADMINISTRATOR

MONITORING & CONTROL
 ENERGY MANAGEMENT
 MULTI-SITE MANAGEMENT
USER ADMINISTRATION
 BUILDING ADMINISTRATION
 REMOTE DIAGNOSTICS

User administration > USERS

Full name	Email	Role	Affiliate	Installer company	End user company	Edit	Delete
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		
Administrator	administrator@daikineurope.com	Administrator	Affiliate A	Installer Company A	End User Company A		
Operator	operator@daikineurope.com	Operator	Affiliate A	Installer Company A	End User Company A		
Admin (Online)	admin@daikineurope.com	Admin administrator					
Admin (Offline)	admin@daikineurope.com	Admin operator					
Admin (Admin)	admin@daikineurope.com	Admin administrator					
Admin (Admin)	admin@daikineurope.com	Admin administrator					
Admin (Admin)	admin@daikineurope.com	Admin administrator					
Admin (Admin)	admin@daikineurope.com	Admin administrator					
Cloud Test	cloudtest@daikineurope.com	Daikin administrator					
Cloud Test	cloudtest@daikineurope.com	Daikin administrator					
Cloud Test	cloudtest@daikineurope.com	Daikin administrator					
Cloud Test	cloudtest@daikineurope.com	Daikin administrator					
Cloud Test	cloudtest@daikineurope.com	Daikin administrator					
Cloud Test	cloudtest@daikineurope.com	Daikin administrator					
Cloud Test	cloudtest@daikineurope.com	Daikin administrator					
Cloud Test	cloudtest@daikineurope.com	Daikin administrator					

Users can only see other users related to them:

- Daikin administrator user** can see all users
- Affiliate user** can see all (lower or same level) users who also have the same affiliate tag
- Installer user** can see all (lower or same level) users with the same installer company tag
- Administrator user** can see all (lower or same level) users who have the same end customer company tag
- Operator user** can see all (lower or same level) users with the same end customer company tag

New

COOKIES
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- New user is now created, repeat previous steps to add new users

02. User Administration:

Edit User

User Administration: Edit User

- MONITORING & CONTROL
- ENERGY MANAGEMENT
- MULTI-SITE MANAGEMENT
- USER ADMINISTRATION**
- BUILDING ADMINISTRATION
- REMOTE DIAGNOSTICS

[COOKIES](#)
[TERMS OF USE](#)
[OPERATION MANUAL](#)
[INFORMATION](#)
[CONTACT](#)

Copyright © Daikin Europe N.V.

JOHN SMITH
DAIKIN ADMINISTRATOR

User administration > USERS

Full name	Email	Role	Affiliate	Installer company	End user company	Edit	Delete
							✕
admin@daikin.com	admin@daikin.com	Administrator	Affiliate A	Installer Company A	End User Company A		
admin@daikin.com	admin@daikin.com	Operator	Affiliate A	Installer Company A	End User Company A		
Admin@Daikin.com	admin@daikin.com	Daikin administrator					
Admin@Daikin.com	admin@daikin.com	Daikin affiliate	Affiliate A				
Admin@Daikin.com	admin@daikin.com	Daikin administrator					
Admin@Daikin.com	admin@daikin.com	Daikin administrator					
Admin@Daikin.com	admin@daikin.com	Daikin administrator	Affiliate A	Installer Company A	End User Company A		
Admin@Daikin.com	admin@daikin.com	Daikin administrator					
Cloud Test	cloudtest@daikineurope.com	Daikin administrator					
Cloud Test	cloudtest@daikineurope.com	Daikin administrator					
Cloud Test	cloudtest@daikineurope.com	Daikin administrator					
Cloud Test	cloudtest@daikineurope.com	Daikin administrator	Affiliate A				
Cloud Test	cloudtest@daikineurope.com	Daikin administrator	Affiliate A				
Cloud Test	cloudtest@daikineurope.com	Daikin administrator	Affiliate A				
Cloud Test	cloudtest@daikineurope.com	Daikin administrator	Affiliate A				
Cloud Test	cloudtest@daikineurope.com	Daikin administrator	Affiliate A				

Users can only see other users related to them, see [Create User](#).

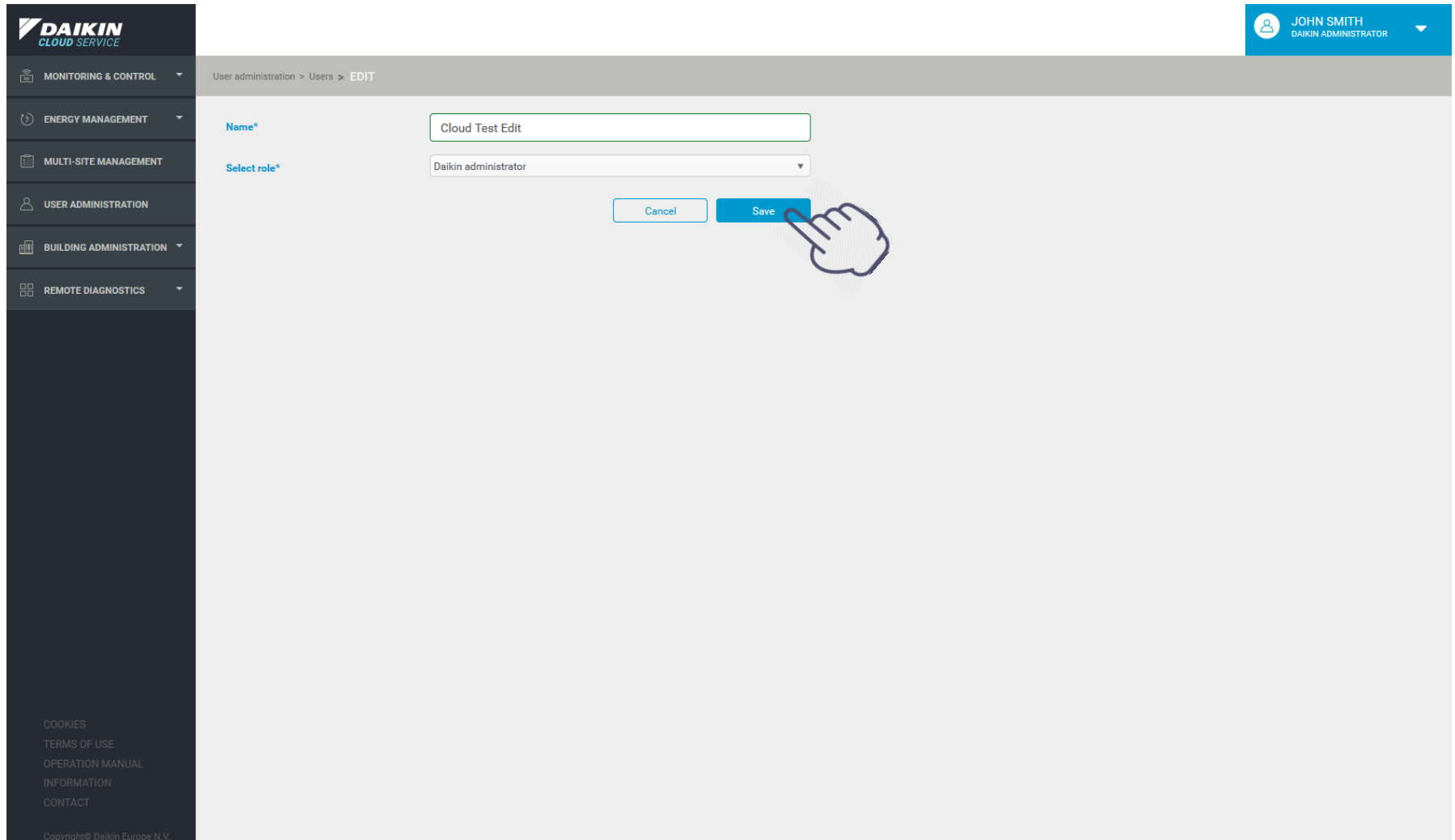
1 - 15 of 57 items

[1](#)
[2](#)
[3](#)
[4](#)

New

- Click on “Edit Symbol” to edit user info

User Administration: Edit User



The screenshot displays the DAIKIN Cloud Service web interface for user administration. On the left is a dark sidebar with the DAIKIN logo and a list of navigation items: MONITORING & CONTROL, ENERGY MANAGEMENT, MULTI-SITE MANAGEMENT, USER ADMINISTRATION (highlighted), BUILDING ADMINISTRATION, and REMOTE DIAGNOSTICS. At the bottom of the sidebar are links for COOKIES, TERMS OF USE, OPERATION MANUAL, INFORMATION, and CONTACT, along with a copyright notice for DAIKIN Europe N.V.

The main content area has a top navigation bar showing the breadcrumb 'User administration > Users > EDIT'. In the top right corner, a blue bar identifies the user as 'JOHN SMITH, DAIKIN ADMINISTRATOR'. The 'EDIT' form contains two fields: 'Name*' with the value 'Cloud Test Edit' and 'Select role*' with a dropdown menu showing 'Daikin administrator'. Below these fields are 'Cancel' and 'Save' buttons. A hand icon is pointing at the 'Save' button.

- Edit User info if required and click “Save”

User Administration: User Role Overview

User administration allows the creation of 5 user role types. Most user role types are allowed to create new users of the same or lower level.

User creation according to hierarchy:

- **Daikin Administrator:** Daikin Administrator, Daikin Affiliate, Installer, Admin and Operator
- **Daikin Affiliate:** Daikin Affiliate, Installer, Admin and Operator.
- **Installer:** Installer, Admin and Operator.
- **Admin:** Admin and Operator.
- **Operator:** Not allowed to create users.

User Administration: User Creation Steps

CREATOR	ROLE CREATED			
Daikin Affiliate	Daikin Affiliate	Installer	Admin	Operator
	<ul style="list-style-type: none"> • Full Name • E-mail address • Password • Re-enter Password • Select Role • Inherits Affiliate from creator 	<ul style="list-style-type: none"> • Full Name • E-mail address • Password • Re-enter Password • Select Role • Inherits Affiliate from creator • Select installer company 	<ul style="list-style-type: none"> • Full Name • E-mail address • Password • Re-enter Password • Select Role • Inherits Affiliate from creator • Select installer company • Select end customer company 	<ul style="list-style-type: none"> • Full Name • E-mail address • Password • Re-enter Password • Select Role • Inherits Affiliate from creator • Select installer company • Select end customer company

CREATOR	ROLE CREATED		
Installer	Installer	Admin	Operator
	<ul style="list-style-type: none"> • Full Name • E-mail address • Password • Re-enter Password • Select Role • Inherits Affiliate from creator • Inherits installer company from creator 	<ul style="list-style-type: none"> • Full Name • E-mail address • Password • Re-enter Password • Select Role • Inherits Affiliate from creator • Inherits installer company from creator • Select end customer company 	<ul style="list-style-type: none"> • Full Name • E-mail address • Password • Re-enter Password • Select Role • Inherits Affiliate from creator • Inherits installer company from creator • Select end customer company

User Administration: User Creation Steps

CREATOR	ROLE CREATED	
Admin	Admin	Operator
	<ul style="list-style-type: none">• Full Name• E-mail address• Password• Re-enter Password• Select Role• Inherits Affiliate from creator• Inherits installer company from creator• Inherits end customer company from creator	<ul style="list-style-type: none">• Full Name• E-mail address• Password• Re-enter Password• Select Role• Inherits Affiliate from creator• Inherits installer company from creator• Inherits end customer company from creator

03. Building Administration:

Create Site

Building Administration: Create Site

DAIKIN
CLOUD SERVICE

MONITORING & CONTROL

ENERGY MANAGEMENT

MULTI-SITE MANAGEMENT

USER ADMINISTRATION

BUILDING ADMINISTRATION

SITE LIST

ZONES

OUTDOOR UNITS

ELECTRIC METER CONFIGURATION

REMOTE DIAGNOSTICS

Building administration > SITE LIST

Technical

Payment

Site name	Address	Region	Packages	Affiliate	Edit	Delete	
Site 1	Address 1 (Belgium)	Belgium	Pkg 1, Pkg 2	Affiliate 1			Associate to site
Site 2	Address 2 (Belgium)	Belgium	Pkg 1, Pkg 2	Affiliate 1			Associate to site
Site 3	Address 3 (Belgium)	Belgium	Pkg 1, Pkg 2	Affiliate 1			Associate to site
Site 4	Address 4 (Belgium)	Belgium	Pkg 1, Pkg 2	Affiliate 1			Associate to site
Site 5	Address 5 (Belgium)	Belgium	Pkg 1, Pkg 2	Affiliate 1			Associate to site
Site 6	Address 6 (Belgium)	Belgium	Pkg 1, Pkg 2	Affiliate 1			Associate to site
Site 7	Address 7 (Belgium)	Belgium	Pkg 1, Pkg 2	Affiliate 1			Associate to site
Site 8	Address 8 (Belgium)	Belgium	Pkg 1, Pkg 2	Affiliate 1			Associate to site
Site 9	Address 9 (Belgium)	Belgium	Pkg 1, Pkg 2	Affiliate 1			Associate to site
Site 10	Address 10 (Belgium)	Belgium	Pkg 1, Pkg 2	Affiliate 1			Associate to site
Site 11	Address 11 (Belgium)	Belgium	Pkg 1, Pkg 2	Affiliate 1			Associate to site
Site 12	Address 12 (Belgium)	Belgium	Pkg 1, Pkg 2	Affiliate 1			Associate to site
Site 13	Address 13 (Belgium)	Belgium	Pkg 1, Pkg 2	Affiliate 1			Associate to site
Site 14	Address 14 (Belgium)	Belgium	Pkg 1, Pkg 2	Affiliate 1			Associate to site
Site 15	Address 15 (Belgium)	Belgium	Pkg 1, Pkg 2	Affiliate 1			Associate to site

Download table as an Excel file

1 - 15 of 15 items

Create site

COOKIES

TERMS OF USE

OPERATION MANUAL

INFORMATION

CONTACT

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- Go to “BUILDING ADMINISTRATION”
- Select “SITE LIST”

Building Administration: Create Site

- MONITORING & CONTROL
- ENERGY MANAGEMENT
- MULTI-SITE MANAGEMENT
- USER ADMINISTRATION
- BUILDING ADMINISTRATION
 - SITE LIST
 - ZONES
 - OUTDOOR UNITS
 - ELECTRIC METER CONFIGURATION
 - REMOTE DIAGNOSTICS

COOKIES
TERMS OF USE
OPERATION MANUAL
INFORMATION
CONTACT

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JOHN SMITH
DAIKIN ADMINISTRATOR

Building administration > SITE LIST

Technical

Payment

Site name	Address	Region	Packages	Affiliate	Edit	Delete	
Site 1	Address 1	Region 1	Pkg 1	Affiliate 1	Associate to site		
Site 2	Address 2	Region 2	Pkg 2	Affiliate 2	Associate to site		
Site 3	Address 3	Region 3	Pkg 3	Affiliate 3	Associate to site		
Site 4	Address 4	Region 4	Pkg 4	Affiliate 4	Associate to site		
Site 5	Address 5	Region 5	Pkg 5	Affiliate 5	Associate to site		
Site 6	Address 6	Region 6	Pkg 6	Affiliate 6	Associate to site		
Site 7	Address 7	Region 7	Pkg 7	Affiliate 7	Associate to site		
Site 8	Address 8	Region 8	Pkg 8	Affiliate 8	Associate to site		
Site 9	Address 9	Region 9	Pkg 9	Affiliate 9	Associate to site		
Site 10	Address 10	Region 10	Pkg 10	Affiliate 10	Associate to site		
Site 11	Address 11	Region 11	Pkg 11	Affiliate 11	Associate to site		
Site 12	Address 12	Region 12	Pkg 12	Affiliate 12	Associate to site		
Site 13	Address 13	Region 13	Pkg 13	Affiliate 13	Associate to site		
Site 14	Address 14	Region 14	Pkg 14	Affiliate 14	Associate to site		
Site 15	Address 15	Region 15	Pkg 15	Affiliate 15	Associate to site		

Download table as an Excel file
1 - 15 of 15 items


!

Create site: Only visible for installer level and higher

Create site

- Click “Create Site”

Building Administration: Create Site



JOHN SMITH
DAIKIN ADMINISTRATOR

MONITORING & CONTROL

ENERGY MANAGEMENT

MULTI-SITE MANAGEMENT

USER ADMINISTRATION

BUILDING ADMINISTRATION

REMOTE DIAGNOSTICS

Building administration > Site list > CREATE SITE

Site info

Setup Type

intelligent Tablet Controller

Site name

New Test Site

Street

Teststraat 1

Postal Code

9000

City

Gent

State

Country

Belgium

Site time zone

(UTC+01:00) Brussels, Copenhagen, Madrid, Paris

Contact person

John Smith

Telephone number

Covered area (m2)

100

Region

Europe

Affiliate

Affiliate Dummy

Setup Type: The ITM (Intelligent Touch Manager) and the LC8 controller are also supported.

Package A

Status

Trial

Expiration date

-

Contact person

Telephone number

Email

Purchase order

Region: this is used in Site list to filter sites per region. Region is also used for filtering in the Alarm history screen. The name convention is to be decided by (typically) affiliates.

Cancel


Add site

COOKIES
TERMS OF USE
OPERATION MANUAL
INFORMATION
CONTACT
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- Fill out Site information

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Building Administration: Create Site


CLOUD SERVICE

MONITORING & CONTROL

ENERGY MANAGEMENT

MULTI-SITE MANAGEMENT

USER ADMINISTRATION

BUILDING ADMINISTRATION

REMOTE DIAGNOSTICS

COOKIES
TERMS OF USE
OPERATION MANUAL
INFORMATION
CONTACT
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Building administration > Site list > CREATE SITE

Site info

Setup Type

intelligent Tablet Controller

Site name

New Test Site

Street

Teststraat 1

Postal Code

9000

City

Gent

State

Country

Belgium

Site time zone

(UTC+01:00) Brussels, Copenhagen, Madrid, Paris

Contact person

John Smith

Telephone number

Covered area (m2)

100

Region

Europe

Affiliate

Affiliate Dummy

Package info

Package

Package A

Package A

Package A + Package B

Package A

Status

Trial

Expiration date

-

Contact person

Telephone number

Email

Purchase order


Cancel

Add site


- Choose a package from drop down list

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Building Administration: Create Site


CLOUD SERVICE

MONITORING & CONTROL

ENERGY MANAGEMENT

MULTI-SITE MANAGEMENT

USER ADMINISTRATION

BUILDING ADMINISTRATION

REMOTE DIAGNOSTICS

COOKIES

TERMS OF USE

OPERATION MANUAL

INFORMATION

CONTACT

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JOHN SMITH
DAIKIN ADMINISTRATOR

Building administration > Site list > CREATE SITE

Site info

Setup Type

intelligent Tablet Controller

Site name

New Test Site

Street

Teststraat 1

Postal Code

9000

City

Gent

State

Country

Belgium

Site time zone

(UTC+01:00) Brussels, Copenhagen, Madrid, Paris

Contact person

John Smith

Telephone number

Covered area (m2)

100

Region

Europe

Affiliate

Affiliate Dummy

Package info

Package

Package A

Package A

Status	Trial
Expiration date	-
Contact person	John Smith
Telephone number	0488000000
Email	johnsmith@example.com
Purchase order	P012345678

Cancel

Add site

- Selected Package A: Fill out contact information

Building Administration: Create Site

DAIKIN
CLOUD SERVICE

MONITORING & CONTROL

ENERGY MANAGEMENT

MULTI-SITE MANAGEMENT

USER ADMINISTRATION

BUILDING ADMINISTRATION

REMOTE DIAGNOSTICS

COOKIES
TERMS OF USE
OPERATION MANUAL
INFORMATION
CONTACT

Copyright © Daikin Europe N.V.

JOHN SMITH
DAIKIN ADMINISTRATOR

Building administration > Site list > CREATE SITE

Site info

Setup Type

intelligent Tablet Controller

Site name

New Test Site

Street

Teststraat 1

Postal Code

9000

City

Gent

State

Country

Belgium

Site time zone

(UTC+01:00) Brussels, Copenhagen, Madrid, Paris

Region

Europe

Affiliate

Affiliate Dummy

Package info

Package

Package A + Package B

Package A

Status

Trial

Expiration date

-

Contact person

John Smith

Telephone number

0488000000

Email

johnsmith@example.com

Purchase order

P012345678

Package B

☒ Use contact information of Package A

Status

Trial

Expiration date

-

Purchase order

P012345679

Access level

Daikin affiliate

Cancel


Add site

!

Keep the checkbox unchecked if different contact information is required for Package B. Same restrictions apply, see [Selected Package A](#).

- Selected Package A + Package B: Fill out contact information for A and B.

Building Administration: Create Site


CLOUD SERVICE

MONITORING & CONTROL

ENERGY MANAGEMENT

MULTI-SITE MANAGEMENT

USER ADMINISTRATION

BUILDING ADMINISTRATION

REMOTE DIAGNOSTICS

COOKIES

TERMS OF USE

OPERATION MANUAL

INFORMATION

CONTACT

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JOHN SMITH
DAIKIN ADMINISTRATOR

Building administration > Site list > CREATE SITE

Site info

Setup Type

intelligent Tablet Controller

Site name

New Test Site

Street

Teststraat 1

Postal Code

9000

City

Gent

State

Country

Belgium

Site time zone

(UTC+01:00) Brussels, Copenhagen, Madrid, Paris

Contact person

John Smith

Telephone number

Covered area (m2)

100

Region

Europe

Affiliate

Affiliate Dummy

Package info

Package

Package A + Package B

Package A

Status

Trial

Expiration date

-

Contact person

John Smith

Telephone number

0488000000

Email

johnsmith@example.com

Purchase order

P012345678

Package B

☒ Use contact information of Package A

Status

Trial

Expiration date

-

Purchase order

P012345679

Access level

Daikin affiliate


Cancel

Add site

- Click “Add Site”

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Building Administration: Create Site

MONITORING & CONTROL

ENERGY MANAGEMENT

MULTI-SITE MANAGEMENT

USER ADMINISTRATION

BUILDING ADMINISTRATION

REMOTE DIAGNOSTICS

COOKIES

TERMS OF USE

OPERATION MANUAL

INFORMATION

CONTACT

Copyright © Daikin Europe N.V.

Postal Code

9000

City

Gent

State

Country

Belgium

Site time zone

(UTC+01:00) Brussels, Copenhagen, Madrid, Paris

Contact person

John Smith

Telephone number

Covered area (m2)

100

Area covered by the Daikin system. Used in energy benchmarks charts.

Region

Geographic region tag. Used for filtering throughout the website.

Affiliate

Affiliate Dummy

Expiration date

2018-09-06

Contact person

John Smith

Telephone number

0488000000

Email

johnsmith@example.com

Purchase order

P012345678

Package B

☐

Use contact information of Package A

Status

Trial

Expiration date

2018-09-06

Contact person

John Smith

Telephone number

0488000000

Email

johnsmith@example.com

Purchase order

P012345679

Access level

Daikin affiliate

Cancel

Save



Site created

Name	Controller LC Number	Commissioning window	Commissioning state	Delete
No name set	LL1NKGA3U	<div>Extend</div> 2018-11-05	Commission pending	The last controller cannot be deleted

Add controller

- New site is registered and LC Number is created

Building Administration: Create Site

Name		Controller LC Number	Commissioning window	Commissioning state	Delete
No name set		LL1NKGGA3U	Extend 2018-11-05	 Commission pending	The last controller cannot be deleted

Add controller

- “Controller LC Number” will be asked during Net commissioning (Commissioning Tool) of the Intelligent Tablet Controller, the ITM (Intelligent Touch Manager) or the LC8.
- Net commissioning can only be finalized when it is executed by the date indicated at “Commissioning window”.
If required, this commissioning window can be extended by clicking the “Extend” button. This will extend the commissioning end date by 3 months.

Building Administration: Create Site

MONITORING & CONTROL

ENERGY MANAGEMENT

MULTI-SITE MANAGEMENT

USER ADMINISTRATION

BUILDING ADMINISTRATION

REMOTE DIAGNOSTICS

Country

Belgium

Site time zone

(UTC+01:00) Brussels, Copenhagen, Madrid, Paris

Contact person

John Smith

Telephone number

Covered area (m2)

100

Area covered by the Daikin system. Used in energy benchmarks charts.

Region

Geographic region tag. Used for filtering throughout the website.

Affiliate

Affiliate Dummy

Email

johnsmith@example.com

Purchase order

P012345678

Package B

☐

Use contact information of Package A

Status

Trial

Expiration date

2018-09-06

Contact person

John Smith

Telephone number

0488000000

Email

johnsmith@example.com

Purchase order

P012345679

Access level

Daikin affiliate

Cancel

Save

Site created

Name	Controller LC Number	Commissioning window	Commissioning state	Delete
No name set	LL1NKGA3U	<div>Extend</div> 2018-11-05	Commission pending	The last controller cannot be deleted

Add controller

Full name	Email	Role	Access	Notifications	Delete
John Smith	johnsmith@example.com	Daikin administrator	All controllers	<div>M L1 L2 L3</div>	

Add user to site

COOKIES

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- The user who created the site will be auto-assigned to this site.

04. Building Administration:

Activate Package

Building Administration: Activate Package

- MONITORING & CONTROL
- ENERGY MANAGEMENT
- MULTI-SITE MANAGEMENT
- USER ADMINISTRATION
- BUILDING ADMINISTRATION
 - SITE LIST
 - ZONES
 - OUTDOOR UNITS
 - ELECTRIC METER CONFIGURATION
 - REMOTE DIAGNOSTICS

COOKIES
TERMS OF USE
OPERATION MANUAL
INFORMATION
CONTACT

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JOHN SMITH
DAIKIN ADMINISTRATOR

Building administration > SITE LIST

Technical

Payment

Site name	Address	Region	Packages	Affiliate	Edit	Delete	
Site 1	Address 1	Region 1	Pkg A - 2018-09-13	Affiliate 1	Associate to site		
Site 2	Address 2	Region 2	Pkg A - 2018-09-13	Affiliate 2	Associate to site		
Site 3	Address 3	Region 3	Pkg A - 2018-09-13	Affiliate 3	Associate to site		
Site 4	Address 4	Region 4	Pkg A - 2018-09-13	Affiliate 4	Associate to site		
Site 5	Address 5	Region 5	Pkg A - 2018-09-13	Affiliate 5	Associate to site		
New Test Site	Teststraat 1 Gent 9000, Belgium		Pkg A - 2018-09-13 Pkg B - 2018-09-13	Affiliate Dummy			
Site 6	Address 6	Region 6	Pkg A - 2018-09-13	Affiliate 6	Associate to site		
Site 7	Address 7	Region 7	Pkg A - 2018-09-13	Affiliate 7	Associate to site		
Site 8	Address 8	Region 8	Pkg A - 2018-09-13	Affiliate 8	Associate to site		
Site 9	Address 9	Region 9	Pkg A - 2018-09-13	Affiliate 9	Associate to site		
Site 10	Address 10	Region 10	Pkg A - 2018-09-13	Affiliate 10	Associate to site		
Site 11	Address 11	Region 11	Pkg A - 2018-09-13	Affiliate 11	Associate to site		
Site 12	Address 12	Region 12	Pkg A - 2018-09-13	Affiliate 12	Associate to site		
Site 13	Address 13	Region 13	Pkg A - 2018-09-13	Affiliate 13	Associate to site		
Site 14	Address 14	Region 14	Pkg A - 2018-09-13	Affiliate 14	Associate to site		
Site 15	Address 15	Region 15	Pkg A - 2018-09-13	Affiliate 15	Associate to site		
Site 16	Address 16	Region 16	Pkg A - 2018-09-13	Affiliate 16	Associate to site		

Download table as an Excel file

1 - 15 of 16 items

<

1


2

>

Create site

- Click “Edit” icon of the site where you want to activate a package

Building Administration: Activate Package


CLOUD SERVICE

MONITORING & CONTROL

ENERGY MANAGEMENT

MULTI-SITE MANAGEMENT

USER ADMINISTRATION

BUILDING ADMINISTRATION

REMOTE DIAGNOSTICS

COOKIES

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CONTACT

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Building administration > Site list > EDIT SITE

Site info

Setup Type

intelligent Tablet Controller

Site name

New Test Site

Street

Teststraat 1

Postal Code

9000

City

Gent

State

Country

Belgium

Site time zone

(UTC+01:00) Brussels, Copenhagen, Madrid, Paris

Contact person

John Smith

Telephone number

Covered area (m2)

100

Area covered by the Daikin system. Used in energy benchmarks charts.

Region

Geographic region tag. Used for filtering throughout the website.

Affiliate

Affiliate Dummy

Package info

Package

Package A + Package B

Package A

Status

Trial

Expiration date

2018-09-06

Contact person

John Smith

Telephone number

0488000000

Email

johnsmith@example.com

Purchase order

P012345678

Package B

☐

Use contact information of Package A

Status

Trial

Expiration date

2018-09-06

Contact person

John Smith

Telephone number

0488000000

Email

johnsmith@example.com


Purchase order

P012345679

- Click on the vertical ellipsis

31

4P533864-1A – 2018.08



Building Administration: Activate Package

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USER ADMINISTRATION

BUILDING ADMINISTRATION

REMOTE DIAGNOSTICS

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Building administration > Site list > EDIT SITE

Site info

Setup Type

intelligent Tablet Controller

Site name

New Test Site

Street

Teststraat 1

Postal Code

9000

City

Gent

State

Country

Belgium

Site time zone

(UTC+01:00) Brussels, Copenhagen, Madrid, Paris

Contact person

John Smith

Telephone number

Covered area (m2)

100

Region

Affiliate

Affiliate Dummy

Package info

Package

Package A + Package B

Package A

Status

Trial

Expiration date

2018-09-06

Contact person

John Smith

Purchase order

P012345678

Package B

☐ Use contact information of Package A

Status

Trial

Expiration date

2018-09-06

Contact person

John Smith

Telephone number

0488000000

Email

johnsmith@example.com

Purchase order

P012345679

Confirm payment

Cancel package

!

Confirmation of payment has to be done for each package separately.

- Click on “Confirm payment”

32

4P533864-1A – 2018.08

DAIKIN

Building Administration: Activate Package

DAIKIN
CLOUD SERVICE

JOHN SMITH
DAIKIN ADMINISTRATOR

MONITORING & CONTROL
ENERGY MANAGEMENT
MULTI-SITE MANAGEMENT
USER ADMINISTRATION
BUILDING ADMINISTRATION
REMOTE DIAGNOSTICS

Building administration > Site list > EDIT SITE

Site info

Setup Type: intelligent Tablet Controller

Site name: New Test Site

Street: Teststraat 1

Postal Code: 9000

City: Gent

State:

Country: Belgium

Site time zone: (UTC+01:00) Brussels, Copenhagen, M

Contact person: John Smith

Telephone number:

Covered area (m2): 100

Area covered by the Daikin:

Region:

Geographic region tag. Used for routing thro

Affiliate: Affiliate Dummy

Package info

Package: Package A + Package B

Package A

Package B

Telephone number: 0488000000

Email: johnsmith@example.com

Purchase order: PO12345679

Confirm payment

Enter a new expiration date

08 August 2019

Cancel Confirm

!

The End User (if package expires and isn't renewed) can move from the cloud (Daikin Cloud Service) to local for using the Intelligent Tablet Controller application.

COOKIES
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OPERATION MANUAL
INFORMATION
CONTACT

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- Enter an expiration date
- Click “Confirm”

Building Administration: Activate Package

DAIKIN
CLOUD SERVICE

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Copyright © Daikin Europe N.V.

Building administration > Site list > EDIT SITE

JOHN SMITH
DAIKIN ADMINISTRATOR

Site info

Setup Type

intelligent Tablet Controller

Site name

New Test Site

Street

Teststraat 1

Postal Code

9000

City

Gent

State

Country

Belgium

Site time zone

(UTC+01:00) Brussels, Copenhagen, Madrid, Paris

Contact person

John Smith

Telephone number

Covered area (m2)

100

Area covered by the Daikin system. Used in energy benchmarks charts.

Region

Geographic region tag. Used for filtering throughout the website.

Affiliate

Affiliate Dummy

Package info

Package

Package A + Package B

Package A

Status

Paid

Expiration date

2019-08-08

Contact person

John Smith

Telephone number

0488000000

Email

johnsmith@example.com

Purchase order

PO12345678

Package B

Use contact information of Package A

Status

Paid

Expiration date

2019-08-08

Contact person

John Smith

Telephone number

0488000000

Email

johnsmith@example.com

Purchase order

PO12345679

- Status changes to “Paid”

Building Administration: Activate Package

- MONITORING & CONTROL
- ENERGY MANAGEMENT
- MULTI-SITE MANAGEMENT
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 - REMOTE DIAGNOSTICS

JOHN SMITH
DAIKIN ADMINISTRATOR

Building administration > SITE LIST

Technical Payment

Site name	Address	Region	Packages	Affiliate	Edit	Delete	
Site 1	Address 1	Region 1	Pkg A - 2019-08-08 Pkg B - 2019-08-08	Affiliate 1	Associate to site		
Site 2	Address 2	Region 2	Pkg A - 2019-08-08	Affiliate 2	Associate to site		
Site 3	Address 3	Region 3	Pkg A - 2019-08-08	Affiliate 3	Associate to site		
Site 4	Address 4	Region 4	Pkg A - 2019-08-08	Affiliate 4	Associate to site		
Site 5	Address 5	Region 5	Pkg A - 2019-08-08 Pkg B - 2019-08-08	Affiliate 5	Associate to site		
New Test Site	Teststraat 1 Gent 9000, Belgium		Pkg A - 2019-08-08 Pkg B - 2019-08-08	Affiliate Dummy			
Site 6	Address 6	Region 6			Associate to site		
Site 7	Address 7	Region 7			Associate to site		
Site 8	Address 8	Region 8			Associate to site		
Site 9	Address 9	Region 9			Associate to site		
Site 10	Address 10	Region 10			Associate to site		
Site 11	Address 11	Region 11			Associate to site		
Site 12	Address 12	Region 12			Associate to site		
Site 13	Address 13	Region 13			Associate to site		
Site 14	Address 14	Region 14			Associate to site		
Site 15	Address 15	Region 15			Associate to site		
Site 16	Address 16	Region 16			Associate to site		
Site 17	Address 17	Region 17			Associate to site		
Site 18	Address 18	Region 18			Associate to site		
Site 19	Address 19	Region 19			Associate to site		
Site 20	Address 20	Region 20			Associate to site		

Download table as an Excel file

!

Blue: Trial
Gray: Cancelled
Green: Paid and active
Red: Expired
Orange:
 After cancellation, a package can be reactivated by an installer and above (Daikin administrator or affiliate) by selecting “request extension” (Option will appear in the menu, see [Activate Package](#)). If this is done before the package expiration date, the package color becomes orange to indicate that payment is pending for this site and it extends the use of the package beyond the previously determined expiration date.
 If the package color is red, meaning the package has expired, it will remain red even if “request extension” is selected. In both cases, the package color will turn green as soon as the payment is confirmed.

- Active packages are indicated with a green icon

05. Building Administration:

Add users to a site

Building Administration: Add Users to a Site

DAIKIN
CLOUD SERVICE

MONITORING & CONTROL

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MULTI-SITE MANAGEMENT

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JOHN SMITH
DAIKIN ADMINISTRATOR

Building administration > SITE LIST

Technical Payment

Site name	Address	Region	Packages	Affiliate	Edit	Delete	
Site 1	Address 1	Region 1	Package 1	Affiliate 1	Associate to site		
Site 2	Address 2	Region 2	Package 2	Affiliate 2	Associate to site		
Site 3	Address 3	Region 3	Package 3	Affiliate 3	Associate to site		
Site 4	Address 4	Region 4	Package 4	Affiliate 4	Associate to site		
Site 5	Address 5	Region 5	Package 5	Affiliate 5	Associate to site		
Site 6	Address 6	Region 6	Package 6	Affiliate 6	Associate to site		
Site 7	Address 7	Region 7	Package 7	Affiliate 7	Associate to site		
Site 8	Address 8	Region 8	Package 8	Affiliate 8	Associate to site		
Site 9	Address 9	Region 9	Package 9	Affiliate 9	Associate to site		
Site 10	Address 10	Region 10	Package 10	Affiliate 10	Associate to site		
Site 11	Address 11	Region 11	Package 11	Affiliate 11	Associate to site		
Site 12	Address 12	Region 12	Package 12	Affiliate 12	Associate to site		
Site 13	Address 13	Region 13	Package 13	Affiliate 13	Associate to site		
Site 14	Address 14	Region 14	Package 14	Affiliate 14	Associate to site		
Site 15	Address 15	Region 15	Package 15	Affiliate 15	Associate to site		
Site 16	Address 16	Region 16	Package 16	Affiliate 16	Associate to site		

Download table as an Excel file

1 - 15 of 16 items

Create site

!

In addition to the remark on [slide 29: Activate Package](#):
Affiliates will not be associated with sites by default, if they didn't create the site themselves. Affiliates can gain full access to a site by clicking the "Associate to site" button.
To disassociate from a site, refer to section "[Disassociate users from a site](#)".

- Go to "BUILDING ADMINISTRATION"
- Select "SITE LIST"

Building Administration: Add Users to a Site

DAIKIN
CLOUD SERVICE

MONITORING & CONTROL

ENERGY MANAGEMENT

MULTI-SITE MANAGEMENT

USER ADMINISTRATION

BUILDING ADMINISTRATION

SITE LIST

ZONES

OUTDOOR UNITS

ELECTRIC METER CONFIGURATION

REMOTE DIAGNOSTICS

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[TERMS OF USE](#)
[OPERATION MANUAL](#)
[INFORMATION](#)
[CONTACT](#)

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JOHN SMITH
DAIKIN ADMINISTRATOR

Building administration > SITE LIST

Technical

Payment

Site name	Address	Region	Packages	Affiliate	Edit	Delete	
Site 1	Address 1	Region 1	Pkg A - 2019-08-08	Affiliate 1	Associate to site		
Site 2	Address 2	Region 2	Pkg A - 2019-08-08	Affiliate 2	Associate to site		
Site 3	Address 3	Region 3	Pkg A - 2019-08-08	Affiliate 3	Associate to site		
Site 4	Address 4	Region 4	Pkg A - 2019-08-08	Affiliate 4	Associate to site		
Site 5	Address 5	Region 5	Pkg A - 2019-08-08	Affiliate 5	Associate to site		
New Test Site	Teststraat 1 Gent 9000, Belgium		Pkg A - 2019-08-08 Pkg B - 2019-08-08	Affiliate Dummy			
Site 6	Address 6	Region 6	Pkg A - 2019-08-08	Affiliate 6	Associate to site		
Site 7	Address 7	Region 7	Pkg A - 2019-08-08	Affiliate 7	Associate to site		
Site 8	Address 8	Region 8	Pkg A - 2019-08-08	Affiliate 8	Associate to site		
Site 9	Address 9	Region 9	Pkg A - 2019-08-08	Affiliate 9	Associate to site		
Site 10	Address 10	Region 10	Pkg A - 2019-08-08	Affiliate 10	Associate to site		
Site 11	Address 11	Region 11	Pkg A - 2019-08-08	Affiliate 11	Associate to site		
Site 12	Address 12	Region 12	Pkg A - 2019-08-08	Affiliate 12	Associate to site		
Site 13	Address 13	Region 13	Pkg A - 2019-08-08	Affiliate 13	Associate to site		
Site 14	Address 14	Region 14	Pkg A - 2019-08-08	Affiliate 14	Associate to site		
Site 15	Address 15	Region 15	Pkg A - 2019-08-08	Affiliate 15	Associate to site		
Site 16	Address 16	Region 16	Pkg A - 2019-08-08	Affiliate 16	Associate to site		

Download table as an Excel file

1 - 15 of 16 items

<

1

2

>

Create site

- Click “Edit Symbol” of the site where you want to add a user

Building Administration: Add Users to a Site

DAIKIN
CLOUD SERVICE

MONITORING & CONTROL

ENERGY MANAGEMENT

MULTI-SITE MANAGEMENT

USER ADMINISTRATION

BUILDING ADMINISTRATION

REMOTE DIAGNOSTICS

State

Country

Site time zone

Contact person

Telephone number

Covered area (m2)

Region

Affiliate

Telephone number

Email

Purchase order

Package B

Status

Expiration date

Contact person

Telephone number

Email

Purchase order

Access level

Cancel

Save

Name	Controller LC Number	Commissioning window	Commissioning state	Delete
No name set	LL1NWKVMM9	Extend 2018-11-12	Commission pending	The last controller cannot be deleted

Add controller

Full name	Email	Role	Access	Notifications	Disassociate
John Smith	johnsmith@example.com	Daikin administrator	All controllers	M L1 L2 L3	X

Add user to site

- New user can be assigned by clicking “Add user to site”

Building Administration: Add Users to a Site

DAIKIN CLOUD SERVICE

MONITORING & CONTROL

ENERGY MANAGEMENT

MULTI-SITE MANAGEMENT

USER ADMINISTRATION

BUILDING ADMINISTRATION

REMOTE DIAGNOSTICS

Country Belgium

Site time zone (UTC+01:00) Brussels, Copenhagen, Madrid, Paris

Contact person John Smith

Telephone number

Covered area (m2) 100
Area covered by the Daikin system. Used in energy benchmarks charts.

Region

Geographic region tag. Used for filtering throughout the website.

Affiliate Affiliate Dummy

Email johnsmith@example.com

Purchase order P012345678

Package B

☐ Use contact information of Package A

Status Paid

Expiration date 2019-08-08

Contact person John Smith

Telephone number 0488000000

Email johnsmith@example.com

Purchase order P012345678

Access level Daikin affiliate

Cancel **Save**

Users

- john.smith@example.com
- john.smith@example.com
- john.smith@example.com
- cloudtest@daikineurope.com
- john.smith@example.com
- john.smith@example.com
- john.smith@example.com
- john.smith@example.com

!

- Only possible to see users related to you. See [Create User](#).
- User should already exist in the "User Administration".

Delete

The last controller cannot be deleted

Add controller

Disassociate

Save **Cancel**

Add user to site

- Select user from the drop down list and click "Save"

Building Administration: Add Users to a Site

DAIKIN
CLOUD SERVICE

MONITORING & CONTROL

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USER ADMINISTRATION

BUILDING ADMINISTRATION

REMOTE DIAGNOSTICS

Country

Belgium

Site time zone

(UTC+01:00) Brussels, Copenhagen, Madrid, Paris

Contact person

John Smith

Telephone number

Covered area (m2)

100

Area covered by the Daikin system. Used in energy benchmarks charts.

Region

Geographic region tag. Used for filtering throughout the website.

Affiliate

Affiliate Dummy

Email

johnsmith@example.com

Purchase order

PO12345678

Package B

☐ Use contact information of Package A

Status

Paid

Expiration date

2019-08-08

Contact person

John Smith

Telephone number

0488000000

Email

johnsmith@example.com

Purchase order

PO12345678

Access level

Daikin affiliate

Cancel

Save

Name	Controller LC Number	Commissioning window	Commissioning state	Delete
No name set	LL1NWKVMM9	<div>Extend</div> 2018-11-12	Commission pending	The last controller cannot be deleted

Add controller

Full name	Email	Role	Access	Notifications	Disassociate
Cloud Test	cloudtest@daikineurope.com	Daikin administrator	All controllers	<div>M L1 L2 L3</div>	<div>✗</div>
John Smith	johnsmith@example.com	Daikin administrator	All controllers	<div>M L1 L2 L3</div>	<div>✗</div>

Add user to site

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- New user is now assigned.

Building Administration: Add Users to a Site

The screenshot shows the DAIKIN Cloud Service web interface. On the left is a dark sidebar with the DAIKIN logo and a list of navigation items: MONITORING & CONTROL, EQUIPMENT LIST (highlighted in blue), SCHEDULE, INTERLOCKING, ENERGY MANAGEMENT, MULTI-SITE MANAGEMENT, USER ADMINISTRATION, BUILDING ADMINISTRATION, and REMOTE DIAGNOSTICS. At the bottom of the sidebar are links for COOKIES, TERMS OF USE, OPERATION MANUAL, INFORMATION, and CONTACT, along with a copyright notice for DAIKIN Europe N.V.

The main content area has a top header with 'Select site' and a dropdown menu currently showing 'New Test Site'. A hand icon points to this dropdown. Below the header is a 'GENERAL CONTROL PANEL' section with a 'NEW TEST SITE' button (marked with a checkmark) and a 'Manage zones' button. The top right corner of the interface shows a user profile for 'CLOUD TEST' and 'DAIKIN ADMINISTRATOR'. At the bottom right, there is an 'Edit equipment names' button.

The site is now visible for the new user in:

“MONITORING & CONTROL” -> “EQUIPMENT LIST” -> Select Site

06. Building Administration:

Disassociate users from a site

Building Administration: Disassociate Users from a Site

DAIKIN
CLOUD SERVICE

MONITORING & CONTROL

ENERGY MANAGEMENT

MULTI-SITE MANAGEMENT

USER ADMINISTRATION

BUILDING ADMINISTRATION

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JOHN SMITH
DAIKIN ADMINISTRATOR

Building administration > SITE LIST

TechnicalPayment

Site name	Address	Region	Packages	Affiliate	Edit	Delete	
Site 1	Address 1	Region 1	Pkg A - 2019-08-08	Affiliate 1	Associate to site		
Site 2	Address 2	Region 2	Pkg A - 2019-08-08	Affiliate 2	Associate to site		
Site 3	Address 3	Region 3	Pkg A - 2019-08-08	Affiliate 3	Associate to site		
Site 4	Address 4	Region 4	Pkg A - 2019-08-08	Affiliate 4	Associate to site		
Site 5	Address 5	Region 5	Pkg A - 2019-08-08	Affiliate 5	Associate to site		
New Test Site	Teststraat 1 Gent 9000, Belgium		Pkg A - 2019-08-08 Pkg B - 2019-08-08	Affiliate Dummy			
Site 6	Address 6	Region 6	Pkg A - 2019-08-08	Affiliate 6	Associate to site		
Site 7	Address 7	Region 7	Pkg A - 2019-08-08	Affiliate 7	Associate to site		
Site 8	Address 8	Region 8	Pkg A - 2019-08-08	Affiliate 8	Associate to site		
Site 9	Address 9	Region 9	Pkg A - 2019-08-08	Affiliate 9	Associate to site		
Site 10	Address 10	Region 10	Pkg A - 2019-08-08	Affiliate 10	Associate to site		
Site 11	Address 11	Region 11	Pkg A - 2019-08-08	Affiliate 11	Associate to site		
Site 12	Address 12	Region 12	Pkg A - 2019-08-08	Affiliate 12	Associate to site		
Site 13	Address 13	Region 13	Pkg A - 2019-08-08	Affiliate 13	Associate to site		
Site 14	Address 14	Region 14	Pkg A - 2019-08-08	Affiliate 14	Associate to site		
Site 15	Address 15	Region 15	Pkg A - 2019-08-08	Affiliate 15	Associate to site		
Site 16	Address 16	Region 16	Pkg A - 2019-08-08	Affiliate 16	Associate to site		

Download table as an Excel file

1 - 15 of 16 items

Create site

- Go to “BUILDING ADMINISTRATION”
- Select “SITE LIST”

Building Administration: Disassociate Users from a Site

MONITORING & CONTROL

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JOHN SMITH
DAIKIN ADMINISTRATOR

Building administration > SITE LIST

TechnicalPayment

Site name	Address	Region	Packages	Affiliate	Edit	Delete	
Site 1	Address 1	Region 1	Pkg A - 2019-08-08	Affiliate 1	Associate to site		
Site 2	Address 2	Region 2	Pkg A - 2019-08-08	Affiliate 2	Associate to site		
Site 3	Address 3	Region 3	Pkg A - 2019-08-08	Affiliate 3	Associate to site		
Site 4	Address 4	Region 4	Pkg A - 2019-08-08	Affiliate 4	Associate to site		
Site 5	Address 5	Region 5	Pkg A - 2019-08-08	Affiliate 5	Associate to site		
New Test Site	Teststraat 1 Gent 9000, Belgium		Pkg A - 2019-08-08 Pkg B - 2019-08-08	Affiliate Dummy			
Site 6	Address 6	Region 6	Pkg A - 2019-08-08	Affiliate 6	Associate to site		
Site 7	Address 7	Region 7	Pkg A - 2019-08-08	Affiliate 7	Associate to site		
Site 8	Address 8	Region 8	Pkg A - 2019-08-08	Affiliate 8	Associate to site		
Site 9	Address 9	Region 9	Pkg A - 2019-08-08	Affiliate 9	Associate to site		
Site 10	Address 10	Region 10	Pkg A - 2019-08-08	Affiliate 10	Associate to site		
Site 11	Address 11	Region 11	Pkg A - 2019-08-08	Affiliate 11	Associate to site		
Site 12	Address 12	Region 12	Pkg A - 2019-08-08	Affiliate 12	Associate to site		
Site 13	Address 13	Region 13	Pkg A - 2019-08-08	Affiliate 13	Associate to site		
Site 14	Address 14	Region 14	Pkg A - 2019-08-08	Affiliate 14	Associate to site		
Site 15	Address 15	Region 15	Pkg A - 2019-08-08	Affiliate 15	Associate to site		

Download table as an Excel file

1 - 15 of 16 items

Create site

- Click “Edit” icon of the site where you want to disassociate a user

Building Administration: Disassociate Users from a Site

DAIKIN
CLOUD SERVICE

MONITORING & CONTROL

ENERGY MANAGEMENT

MULTI-SITE MANAGEMENT

USER ADMINISTRATION

BUILDING ADMINISTRATION

REMOTE DIAGNOSTICS

Country

Belgium

Site time zone

(UTC+01:00) Brussels, Copenhagen, Madrid, Paris

Contact person

John Smith

Telephone number

Covered area (m2)

100

Area covered by the Daikin system. Used in energy benchmarks charts.

Region

Geographic region tag. Used for filtering throughout the website.

Affiliate

Affiliate Dummy

Email

johnsmith@example.com

Purchase order

PO12345678

Package B

☐ Use contact information of Package A

Status

Paid

Expiration date

2019-08-08

Contact person

John Smith

Telephone number

0488000000

Email

johnsmith@example.com

Purchase order

PO12345678

Access level

Daikin affiliate

Cancel

Save

Name	Controller LC Number	Commissioning window	Commissioning state	Delete
No name set	LL1NWKVMM9	<div>Extend</div> 2018-11-12	Commission pending	The last controller cannot be deleted

Add controller

Full name	Email	Role	Access	Notifications	Disassociate
Cloud Test	cloudtest@daikineurope.com	Daikin administrator	All controllers	<div>M L1 L2 L3</div>	
John Smith	johnsmith@example.com	Daikin administrator	All controllers	<div>M L1 L2 L3</div>	

Add user to site

- Click "Delete" icon to disassociate the user from the selected site

07. Building Administration:

Delete a controller

- Go to “BUILDING ADMINISTRATION”
- 48 • Select “SITE LIST”

4P533864-1A – 2018.08

Building Administration: Delete a Controller

- MONITORING & CONTROL
- ENERGY MANAGEMENT
- MULTI-SITE MANAGEMENT
- USER ADMINISTRATION
- BUILDING ADMINISTRATION
 - SITE LIST
 - ZONES
 - OUTDOOR UNITS
 - ELECTRIC METER CONFIGURATION
 - REMOTE DIAGNOSTICS

COOKIES
TERMS OF USE
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JOHN SMITH
DAIKIN ADMINISTRATOR

Building administration > SITE LIST

Technical
Payment

Site name	Address	Region	Packages	Affiliate	Edit	Delete	
Site 1	Address 1	Region 1	Pkg A - 2019-08-08	Affiliate 1	Associate to site		
Site 2	Address 2	Region 2	Pkg A - 2019-08-08	Affiliate 2	Associate to site		
Site 3	Address 3	Region 3	Pkg A - 2019-08-08	Affiliate 3	Associate to site		
Site 4	Address 4	Region 4	Pkg A - 2019-08-08	Affiliate 4	Associate to site		
Site 5	Address 5	Region 5	Pkg A - 2019-08-08	Affiliate 5	Associate to site		
New Test Site	Teststraat 1 Gent 9000, Belgium		Pkg A - 2019-08-08 Pkg B - 2019-08-08	Affiliate Dummy			
Site 6	Address 6	Region 6	Pkg A - 2019-08-08	Affiliate 6	Associate to site		
Site 7	Address 7	Region 7	Pkg A - 2019-08-08	Affiliate 7	Associate to site		
Site 8	Address 8	Region 8	Pkg A - 2019-08-08	Affiliate 8	Associate to site		
Site 9	Address 9	Region 9	Pkg A - 2019-08-08	Affiliate 9	Associate to site		
Site 10	Address 10	Region 10	Pkg A - 2019-08-08	Affiliate 10	Associate to site		
Site 11	Address 11	Region 11	Pkg A - 2019-08-08	Affiliate 11	Associate to site		
Site 12	Address 12	Region 12	Pkg A - 2019-08-08	Affiliate 12	Associate to site		
Site 13	Address 13	Region 13	Pkg A - 2019-08-08	Affiliate 13	Associate to site		
Site 14	Address 14	Region 14	Pkg A - 2019-08-08	Affiliate 14	Associate to site		
Site 15	Address 15	Region 15	Pkg A - 2019-08-08	Affiliate 15	Associate to site		
Site 16	Address 16	Region 16	Pkg A - 2019-08-08	Affiliate 16	Associate to site		

Download table as an Excel file
1 - 15 of 16 items
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Create site

- Click “Edit” icon of the site where you want to delete a controller

Building Administration: Delete a Controller

DAIKIN
CLOUD SERVICE

MONITORING & CONTROL

ENERGY MANAGEMENT

MULTI-SITE MANAGEMENT

USER ADMINISTRATION

BUILDING ADMINISTRATION

REMOTE DIAGNOSTICS

COOKIES
TERMS OF USE
OPERATION MANUAL
INFORMATION
CONTACT

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Site time zone
(UTC+01:00) Brussels, Copenhagen, Madrid, Paris

Contact person
John Smith

Telephone number

Covered area (m2)
100
Area covered by the Daikin system. Used in energy benchmarks charts.

Region
Geographic region tag. Used for filtering throughout the website.

Affiliate
Affiliate Dummy

Purchase order
P012345678

Package B
☐ Use contact information of Package A

Status
Paid

Expiration date
2019-08-08

!

A commissioned controller cannot be deleted.
When a decommissioned controller is the only controller for a site, it cannot be deleted.
In case of multiple controllers, the last remaining controller cannot be deleted.

If it is the only controller for a site, a controller for which the commission is pending cannot be deleted.
In case of multiple controllers, the last remaining controller cannot be deleted.

Name	Controller LC Number	Commissioning window	Commissioning state	Delete
No name set	LL1NWKVMM9	Extend 2018-11-12	Commission pending	✗
No name set	LL1N6U9FDF	Extend 2018-11-12	Commission pending	✗

Add controller

Full name	Email	Role	Access	Notifications	Disassociate
Cloud Test	cloudtest@daikineurope.com	Daikin administrator	All controllers	M L1 L2 L3	✗
John Smith	johnsmith@example.com	Daikin administrator	All controllers	M L1 L2 L3	✗

Add user to site

- Click “Delete” icon of the controller you want to delete

08. Building Administration:

Delete a site

Building Administration: Delete a Site

DAIKIN CLOUD SERVICE
JOHN SMITH
DAIKIN ADMINISTRATOR

MONITORING & CONTROL
 ENERGY MANAGEMENT
 MULTI-SITE MANAGEMENT
 USER ADMINISTRATION
 BUILDING ADMINISTRATION

Building administration > SITE LIST

[Technical](#) | [Payment](#)

Site name	Address	Region	Packages	Affiliate	Edit	Delete	
[Empty field]	[Empty field]	[Empty field]	[Dropdown menu]	[Empty field]			X
Test Site 1	Teststraat 1 Gent 9000, Belgium		Pkg A - 2019-08-08 Pkg B - 2019-08-08	Affiliate Dummy			
Test Site 2	Teststraat 2 Gent 9000, Belgium		Pkg A - 2019-08-08	Affiliate Dummy			
Test Site 3	Teststraat 3 Gent 9000, Belgium		Pkg A - 2019-08-08	Affiliate Dummy			
Test Site 4	Teststraat 4 Gent 9000, Belgium		Pkg A - 2019-08-08	Affiliate Dummy			
New Test Site	Teststraat 1 Gent 9000, Belgium		Pkg A - 2019-08-08 Pkg B - 2019-08-08	Affiliate Dummy			
Test Site 5	Teststraat 5 Gent 9000, Belgium		Pkg A - 2019-08-08	Affiliate Dummy			
Test Site 6	Teststraat 6 Gent 9000, Belgium		Pkg A - 2019-08-08	Affiliate Dummy			
Test Site 7	Teststraat 7 Gent 9000, Belgium		Pkg A - 2019-08-08	Affiliate Dummy			
Test Site 8	Teststraat 8 Gent 9000, Belgium		Pkg A - 2019-08-08	Affiliate Dummy			
Test Site 9	Teststraat 9 Gent 9000, Belgium		Pkg A - 2019-08-08	Affiliate Dummy			
Test Site 10	Teststraat 10 Gent 9000, Belgium		Pkg A - 2019-08-08	Affiliate Dummy			
Test Site 11	Teststraat 11 Gent 9000, Belgium		Pkg A - 2019-08-08	Affiliate Dummy			
Test Site 12	Teststraat 12 Gent 9000, Belgium		Pkg A - 2019-08-08	Affiliate Dummy			
Test Site 13	Teststraat 13 Gent 9000, Belgium		Pkg A - 2019-08-08	Affiliate Dummy			
Test Site 14	Teststraat 14 Gent 9000, Belgium		Pkg A - 2019-08-08	Affiliate Dummy			
Test Site 15	Teststraat 15 Gent 9000, Belgium		Pkg A - 2019-08-08	Affiliate Dummy			

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[Create site](#)

- Go to “BUILDING ADMINISTRATION”
- Select “SITE LIST”

Building Administration: Delete a Site

- MONITORING & CONTROL
- ENERGY MANAGEMENT
- MULTI-SITE MANAGEMENT
- USER ADMINISTRATION
- BUILDING ADMINISTRATION
 - SITE LIST
 - ZONES
 - OUTDOOR UNITS
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JOHN SMITH
DAIKIN ADMINISTRATOR

Building administration > SITE LIST

Technical

Payment

Site name	Address	Region	Packages	Affiliate	Edit	Delete	
Site 1	Address 1	Region 1	Pkg A - 2019-08-08	Affiliate 1		Associate to site	
Site 2	Address 2	Region 2	Pkg A - 2019-08-08	Affiliate 2		Associate to site	
Site 3	Address 3	Region 3	Pkg A - 2019-08-08	Affiliate 3		Associate to site	
Site 4	Address 4	Region 4	Pkg A - 2019-08-08	Affiliate 4		Associate to site	
Site 5	Address 5	Region 5	Pkg A - 2019-08-08	Affiliate 5		Associate to site	
New Test Site	Teststraat 1 Gent 9000, Belgium		Pkg A - 2019-08-08 Pkg B - 2019-08-08	Affiliate Dummy			
Site 6	Address 6	Region 6	Pkg A - 2019-08-08	Affiliate 6		Associate to site	
Site 7	Address 7	Region 7	Pkg A - 2019-08-08	Affiliate 7		Associate to site	
Site 8	Address 8	Region 8	Pkg A - 2019-08-08	Affiliate 8		Associate to site	
Site 9	Address 9	Region 9	Pkg A - 2019-08-08	Affiliate 9		Associate to site	
Site 10	Address 10	Region 10	Pkg A - 2019-08-08	Affiliate 10		Associate to site	
Site 11	Address 11	Region 11	Pkg A - 2019-08-08	Affiliate 11		Associate to site	
Site 12	Address 12	Region 12	Pkg A - 2019-08-08	Affiliate 12		Associate to site	
Site 13	Address 13	Region 13	Pkg A - 2019-08-08	Affiliate 13		Associate to site	
Site 14	Address 14	Region 14	Pkg A - 2019-08-08	Affiliate 14		Associate to site	
Site 15	Address 15	Region 15	Pkg A - 2019-08-08	Affiliate 15		Associate to site	

Download table as an Excel file

1 - 15 of 16 items

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Create site

!

It is possible to delete sites with commissioned/decommissioned controllers.

- Click “Delete” icon of the site you want to remove

Thank you