

"How to" User Guide for Water Summary IMPORTANT INFORMATION – LOGGING IN

These instructions below outline and visualise the process of logging into the Member's Area of the Harvey Water website and accessing the Water Summary page for water consumption.

- 1. Go to the Harvey Water home <u>www.harveywater.com.au</u>
- 2. In the Member Area drop down, select Members, then scroll down to the Water Summary option

See below:

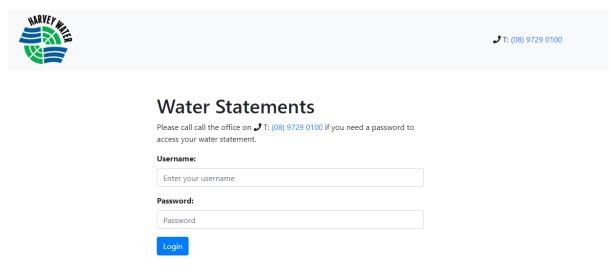


You will be asked to 'Log In' to the Members Area.

L	og In
Email Address	
Password	
Reset password	Log in 🗦



3. Once logged in, a login will appear for the Water Summary page



Note: The Username and Password can ONLY be created by a Harvey Water staff member. The username will be the account name (if different, Harvey Water staff will specify). Please contact the office for assistance with this process



VIEWING INFORMATION

- 4. Once logged in, Member's will be able to view:
 - Current season allocation
 - YTD consumption
 - Season water orders
 - Any permanent and or temporary trades made during the season.

Choose Again CURRENT SEASON ENTITLEMENT: Effective Net Permanent Net Additional Water Net Leased Season Allocation Season Net Temporary YTD Current Date Transfers Entitlement Entitlement Entitlement Percent Allocation Transfers Consumption Allocation
Supply Point Actual On Actual Off Consumption Reading On Reading Off Volume Invoice YTD

5. If you have more than 1 TWE or have pooled, you are able to select specific TWE's to view. See below:

