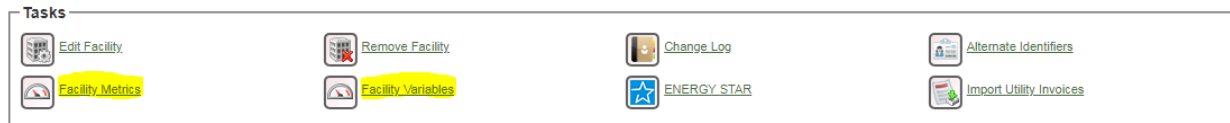


## Facility Variables and Facility Metrics

Select a facility; at the bottom of the screen you will see task options:



## Facility Variables

The screenshot shows the 'Facility Variables' interface. On the left is a list of variables, with 'Floor Area/Superficie de plancher' selected. On the right is a detailed view for this variable, showing a table of values and a form to enter a new value.

Start Date	End Date	Value (non-production)	Unit
2005-01-01	2013-04-12	7,557.34	sq.ft./pied carré
2013-04-12	Present	7,557.34	sq.ft./pied carré

Value:  sq.ft./pied carré

Buttons: New Value, Save Value, Remove Value, New Facility Variable, Save Facility Variable

## Variable

Select a variable from list on the left, enter the value based on instructions below, enter dates, click on Save Value.

Note: Dates can be entered without an end date, which will make the end date "Present". To give a previous date (for example, if the existing date says Present) an end date, click on the reading, enter the value, and click Save Value.

- Floor Area
  - Enter the conditioned floor area of the main building, in square feet. Do not use m2 as the area unit. Do not include the area of portable classrooms or Portapaks.
- Number of Portables
  - Count the number of separate stand-alone portable classrooms. Do not include Portapaks or RCMs in this count.
- Number of Students
  - DO NOT UPDATE → Aegent receives these numbers from the Ministry of Education
- Number of Portapak Rooms
  - Count the number of classrooms within Portapaks. Do not include stand-alone portable classrooms or RCMs in this count.

- Number of Employees
  - Count the total number of staff, full-time and part-time. Include teachers, support staff, administration, maintenance staff and volunteers who spend a substantial part of each week at the facility.
- Number of PCs
  - Include the number of fixed personal computers including laptops and workstations used by administrative staff and computers mounted on mobile carts. Do not include tablet computers.
- Community Use Area
  - Enter the conditioned floor area used for any community activities, in square feet. This could include gymnasium use for sports clubs and/or classrooms used for evening classes. Do not use m2 as the area unit. If these activities are held in portable space, include that area.
- Hours of Community Use Per Year
  - Count of the annual hours outside of normal operation that the facility is kept open for community use. Do not double-count when there is more than one community use at the same time.
- Meals Served
  - This applies to facilities with a kitchen and cafeteria. Enter the number of meals served between start and end dates.
- RCM Area
  - Enter the floor area of all RCMs (re-locatable classroom modules), in square feet. Do not include Portapaks or portables. Do not use m2 as the area unit.
- Number of RCMs
  - Enter the number of RCMs (re-locatable classroom modules). Do not include Portapaks or stand-alone portable classrooms.
- Unmetered water (well, aquifer, municipal)
  - 1= Flat rate municipal water service exists
  - 2= Unmetered well/aquifer exists
  - 3= Both 1 and 2 exist at the site
- Community Use Area
  - Enter the conditioned floor area used for any community activities, in square feet.

When completed, click on Done at bottom right.

## Facility Metrics

Facility Metric 'Heated Area/Espace chauffé'

Description (including any restriction on acceptable values)

Enter the fraction of floor space that is heated (a value between 0 and 1.0).

Entrez la fraction décimale de la superficie qui est chauffée (la portion

Value: 1

New Metric Save Metric

Done

## Metric

Select a metric from list on the left, enter the value based on instructions below, click on Save Value.

- Heated Area
  - Enter the fraction of floor space that is heated (a value between 0 and 1.0).
- Air Conditioned Area
  - Enter the fraction of floor space that is cooled by mechanical systems (a value between 0 and 1.0).
- Mechanically Ventilated
  - Enter the fraction of floor space that is ventilated by air handling systems supplying air to the rooms (a value between 0 and 1.0).
- Has Pool
  - Does this facility have an indoor swimming pool? 0=No, 1=Yes.
- Has Irrigation System
  - Does this facility have an irrigation system? 0=No, 1=Yes.
- Has Cooling Tower
  - Does this facility have a cooling tower? 0=No, 1=Yes.
- Daily Water Flush
  - Does this facility require a daily water flush? 0=No, 1=Yes.
- Weekly Water Flush
  - Does this facility require a weekly water flush? 0=No, 1=Yes.
  - (Leave as 0 if daily water flush is already indicated)

When completed, click on Done at bottom right.