

Part 4 – Communication Test Demand Response Information System (DRIS) Training for June 2012 Deployment

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New York Independent System Operator**

Friday, June 8, 2012 1:30 PM – 2:30 PM

Thursday, June 14, 2012 10:00 AM – 11:00 AM

Rensselaer, NY

Training Topics

- ◆ Part 1: Introduction to DRIS
 - *DRIS User Requirements*
 - *User Privileges*
 - *Access to DRIS*
- ◆ Part 2: Event Notification Process
 - *Types of Event Notifications*
- ◆ Part 3: Event Notification with DRIS
 - *Receive Event Notifications*
 - *Respond to Event Notifications*
 - *View Event Notifications*
- ◆ **Part 4: Communication Test**
- ◆ Part 5: Notification Contacts
 - *Manage Contacts*
- ◆ Part 6: Deployment
 - *Additional Training Sessions*
 - *Deployment Activities*

Communication Test Notification

- ◆ Communication Test Notifications will be used to test the Event Notification process
 - *Verify that MP organizations are able to receive communications from the NYISO through email and phone*
 - *Verify that MP organizations have the ability to log into DRIS and respond to a notification*
- ◆ Conducted periodically for all MPs enrolled in the SCR and/or EDRP programs
- ◆ Conducted for MPs new to the SCR and/or EDRP programs

Communication Test Notification

- ◆ Following the June deployment of DRIS, the NYISO will conduct a Communication Test of the Event Notification functionality
 - *Communication Test requires action to be taken in DRIS by each MP organization*
 - *Tentatively scheduled for Wednesday, June 20, 2012*

MP Steps to Communication Test

1. Receive Communication Test Notification by email and phone
2. Log into DRIS
3. Acknowledge receipt of Communication Test Notification
 - *When multiple contacts at an MP organization receive the Communication Test Notification, **only one user acknowledgement per MP organization is required in DRIS***

Example Communication Test Email Message

- ◆ *Email from:* edrp-scr@nyiso.com
- ◆ *Email Subject Line:*
 - **NYISO Communication Test**
- ◆ *Email Content:*

This is a communications test of the Demand Response Emergency Notification System for Emergency Demand Response Program (EDRP) resources and Special Case Resources in Zones A through K. This communication test is used to verify that Event Responder contacts in the Demand Response Information System (DRIS) are receiving e-mail and phone messages.

Individual resources are not required to respond.

Please have one representative from your organization provide a response within one hour by logging into the NYISO Demand Response Information System.

If any questions arise concerning this communications test please contact NYISO Customer Relations at 518-356-6060.

Phone Event Notification Steps

- ◆ The automated phone message will begin with
 - *“This is a message from the New York ISO”*

- ◆ Press 1 to play the message

- ◆ After listening to the message
 - *Press 1 to Confirm receipt of the message*
 - *Press 2 to Replay the message*

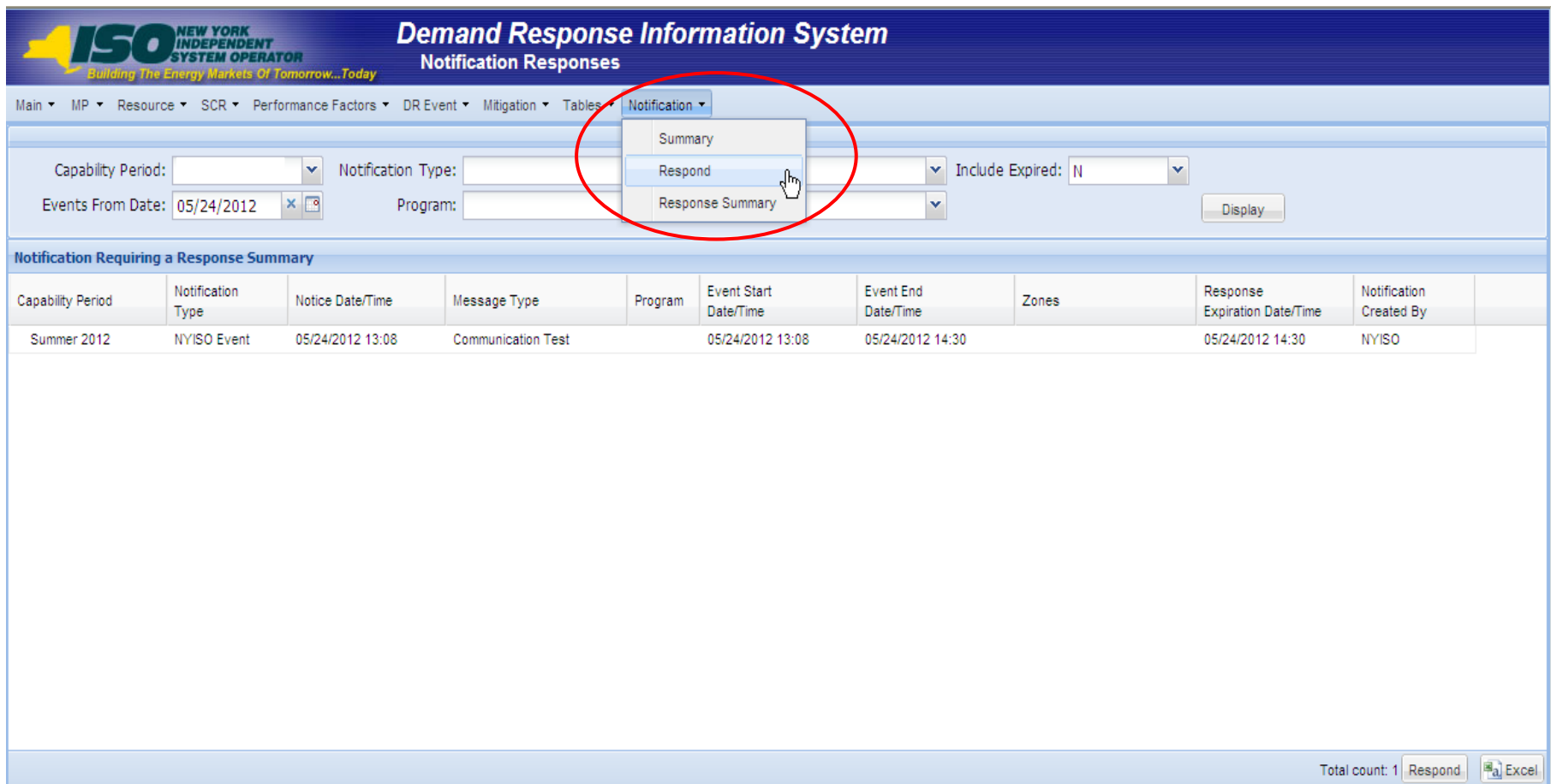
Example Communication Test Phone Message

- ◆ *Phone Caller ID: 518-356-6060*
- ◆ *Phone Introduction:*
 - *“This is a message from the New York ISO”*
- ◆ *Phone Message Content:*

This is a **communications test** of the Demand Response Emergency Notification System for Emergency Demand Response Program resources and Special Case Resources in Zones A through K. This communication test is used to verify that all Event Responder contacts in the Demand Response Information System are receiving e-mail and phone messages. Individual resources are not required to respond. Please have one representative from your organization respond within one hour in accordance with separate email instructions. If any questions arise concerning this communications test please contact NYISO Customer Relations at 518-356-6060.

Acknowledge a Communication Test Notification

- ◆ From the DRIS menu select **Notification** and then **Respond**



Demand Response Information System
Notification Responses

Main ▾ MP ▾ Resource ▾ SCR ▾ Performance Factors ▾ DR Event ▾ Mitigation ▾ Tables ▾ Notification ▾

Capability Period: Notification Type: Include Expired: N

Events From Date: 05/24/2012 Program:

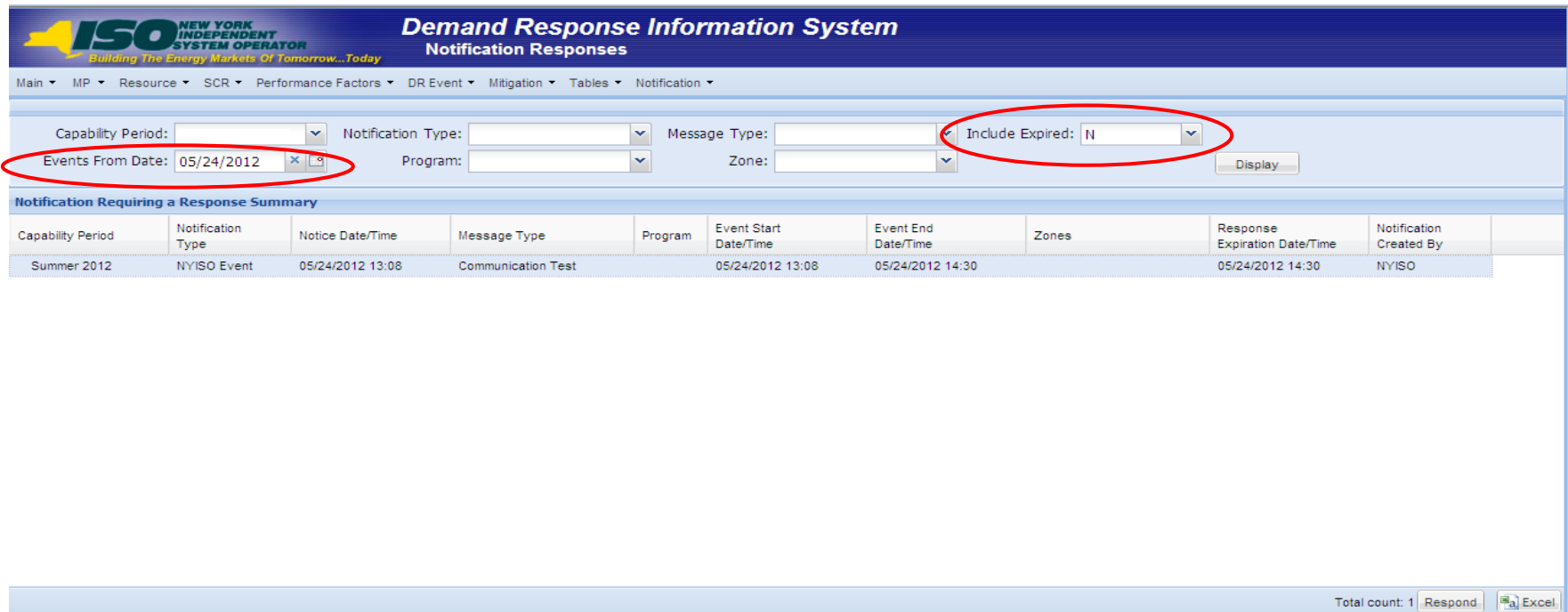
Notification Requiring a Response Summary

Capability Period	Notification Type	Notice Date/Time	Message Type	Program	Event Start Date/Time	Event End Date/Time	Zones	Response Expiration Date/Time	Notification Created By
Summer 2012	NYISO Event	05/24/2012 13:08	Communication Test		05/24/2012 13:08	05/24/2012 14:30		05/24/2012 14:30	NYISO

Total count: 1

Acknowledge a Communication Test Notification

- ◆ The *Notification Responses* screen is displayed with the following defaulted search criteria
 - *Events From Date equal to the system date*
 - *Event Notifications which have not expired*



Demand Response Information System
Notification Responses

Main ▾ MP ▾ Resource ▾ SCR ▾ Performance Factors ▾ DR Event ▾ Mitigation ▾ Tables ▾ Notification ▾

Capability Period: Notification Type: Message Type: Include Expired:

Events From Date:

Program: Zone:

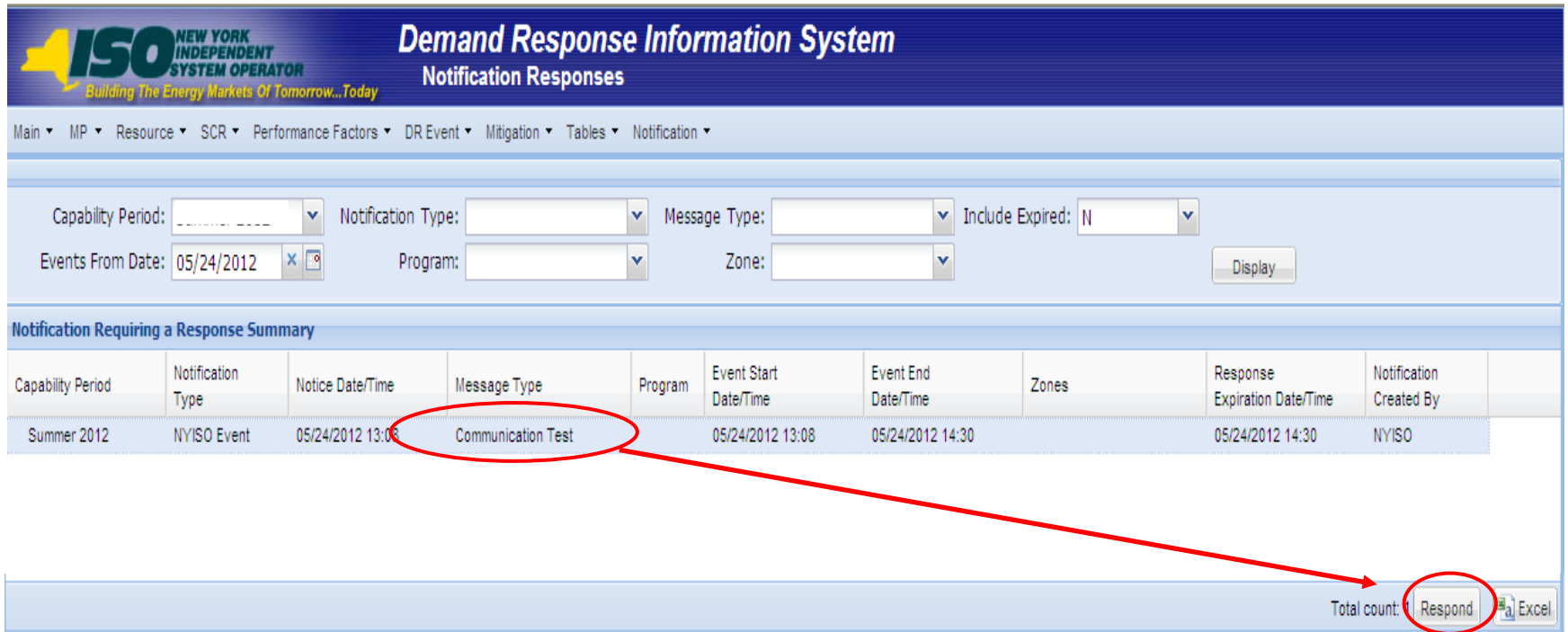
Notification Requiring a Response Summary

Capability Period	Notification Type	Notice Date/Time	Message Type	Program	Event Start Date/Time	Event End Date/Time	Zones	Response Expiration Date/Time	Notification Created By
Summer 2012	NYISO Event	05/24/2012 13:08	Communication Test	NYISO	05/24/2012 13:08	05/24/2012 14:30	NYISO	05/24/2012 14:30	NYISO

Total count: 1

Acknowledge a Communication Test Notification

- ◆ From the Notification Requiring a Response Summary section of the screen, highlight the Communication Test notification and select “Respond”
- ◆ Communication Test Notifications have a Response Expiration Date/Time



Demand Response Information System
Notification Responses

Main ▾ MP ▾ Resource ▾ SCR ▾ Performance Factors ▾ DR Event ▾ Mitigation ▾ Tables ▾ Notification ▾

Capability Period: [-----] ▾ Notification Type: [-----] ▾ Message Type: [-----] ▾ Include Expired: N ▾

Events From Date: 05/24/2012 [X] [C] Program: [-----] ▾ Zone: [-----] ▾ [Display]

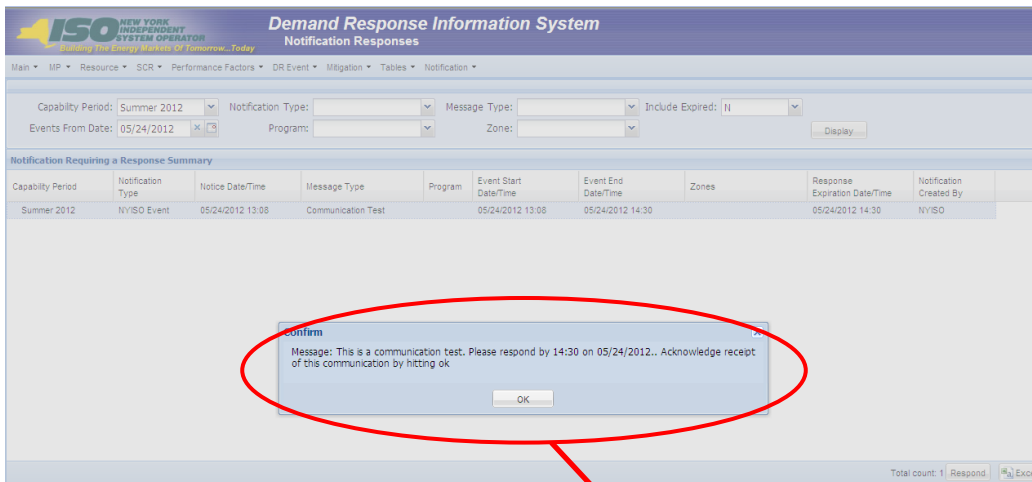
Notification Requiring a Response Summary

Capability Period	Notification Type	Notice Date/Time	Message Type	Program	Event Start Date/Time	Event End Date/Time	Zones	Response Expiration Date/Time	Notification Created By
Summer 2012	NYISO Event	05/24/2012 13:08	Communication Test		05/24/2012 13:08	05/24/2012 14:30		05/24/2012 14:30	NYISO

Total count: 1 [Respond] [Excel]

Acknowledge a Communication Test Notification

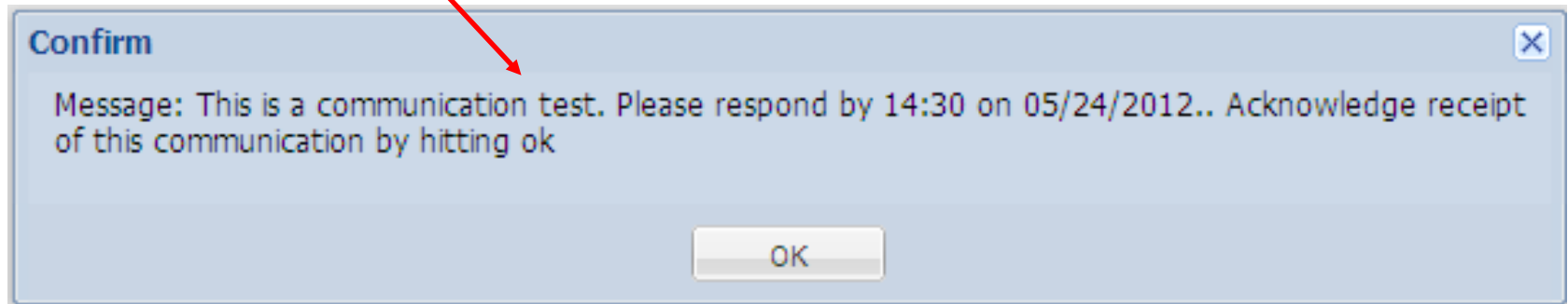
- ◆ Accept Confirmation Message by clicking “OK”



The screenshot shows the 'Demand Response Information System' interface. At the top, there is a navigation menu with options like 'Main', 'MP', 'Resource', 'SCR', 'Performance Factors', 'DR Event', 'Mitigation', 'Tables', and 'Notification'. Below the menu, there are search filters for 'Capability Period' (Summer 2012), 'Notification Type', 'Message Type', 'Include Expired' (N), 'Events From Date' (05/24/2012), 'Program', and 'Zone'. A 'Display' button is also present. Below the filters is a table titled 'Notification Requiring a Response Summary'.

Capability Period	Notification Type	Notice Date/Time	Message Type	Program	Event Start Date/Time	Event End Date/Time	Zones	Response Expiration Date/Time	Notification Created By
Summer 2012	NYISO Event	05/24/2012 13:08	Communication Test		05/24/2012 13:08	05/24/2012 14:30		05/24/2012 14:30	NYISO

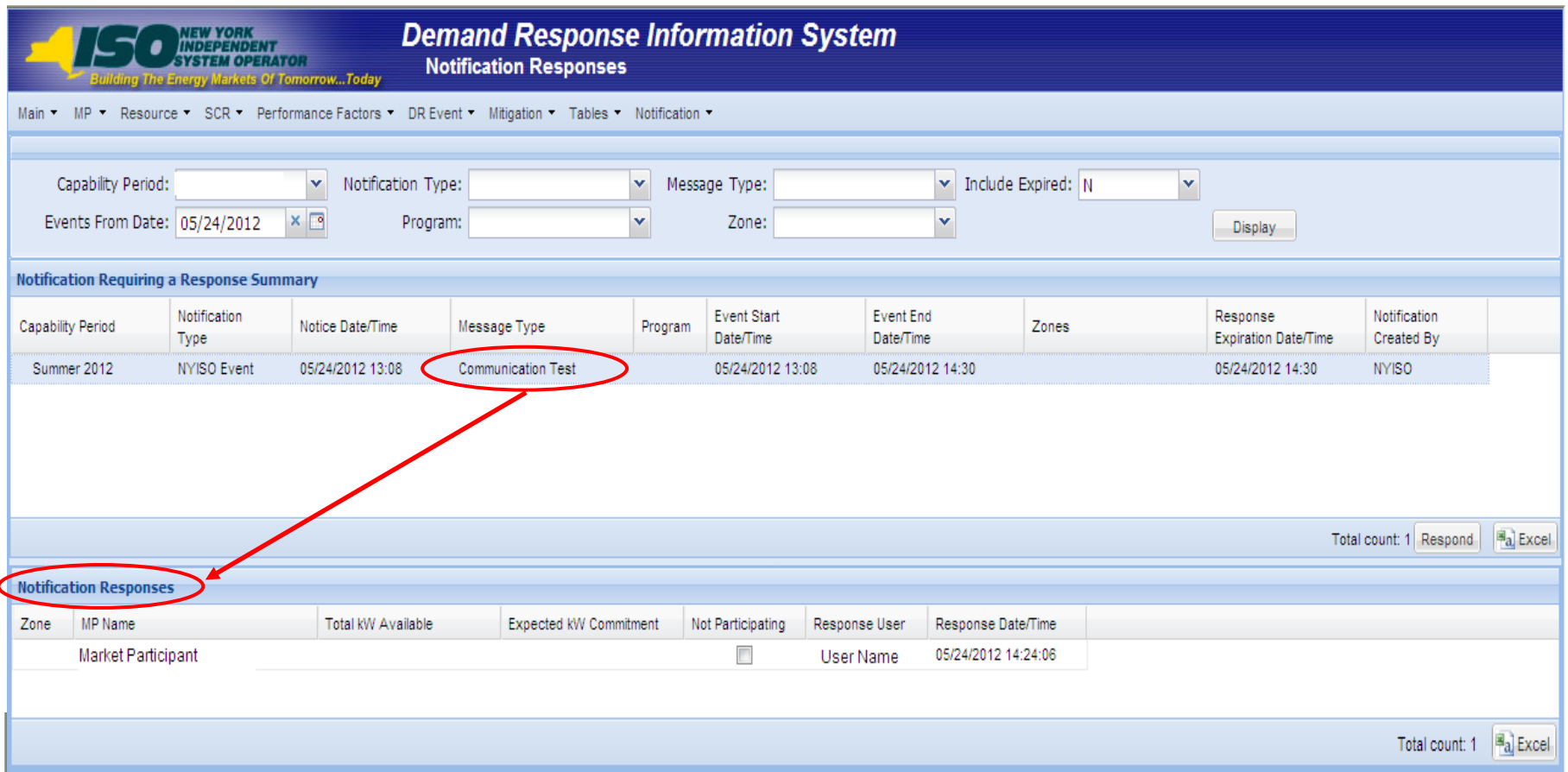
Below the table, a confirmation dialog box is displayed, circled in red. The dialog box contains the text: 'Message: This is a communication test. Please respond by 14:30 on 05/24/2012.. Acknowledge receipt of this communication by hitting ok'. An 'OK' button is visible at the bottom of the dialog box.



This is a close-up of the confirmation dialog box. It has a title bar that says 'Confirm' and a close button (X) in the top right corner. The main text reads: 'Message: This is a communication test. Please respond by 14:30 on 05/24/2012.. Acknowledge receipt of this communication by hitting ok'. At the bottom center, there is a large 'OK' button.

View Response to a Communication Test Notification

- DRIS returns to the **Notification Responses** screen with the Communication Test acknowledgement details viewable



The screenshot displays the DRIS interface for viewing notification responses. The top navigation bar includes the ISO logo and the text "Demand Response Information System Notification Responses". Below this is a menu bar with options like "Main", "MP", "Resource", "SCR", "Performance Factors", "DR Event", "Mitigation", "Tables", and "Notification".

The main content area features a search and filter section with the following fields:

- Capability Period: [Dropdown]
- Notification Type: [Dropdown]
- Message Type: [Dropdown]
- Include Expired: [N] [Dropdown]
- Events From Date: 05/24/2012 [Calendar icon]
- Program: [Dropdown]
- Zone: [Dropdown]
- Display button

Below the search section is a table titled "Notification Requiring a Response Summary". The table has the following columns: Capability Period, Notification Type, Notice Date/Time, Message Type, Program, Event Start Date/Time, Event End Date/Time, Zones, Response Expiration Date/Time, and Notification Created By. A red circle highlights the "Communication Test" entry in the Message Type column.

Capability Period	Notification Type	Notice Date/Time	Message Type	Program	Event Start Date/Time	Event End Date/Time	Zones	Response Expiration Date/Time	Notification Created By
Summer 2012	NYISO Event	05/24/2012 13:08	Communication Test		05/24/2012 13:08	05/24/2012 14:30		05/24/2012 14:30	NYISO

At the bottom right of this section, there is a "Total count: 1" and buttons for "Respond" and "Excel".

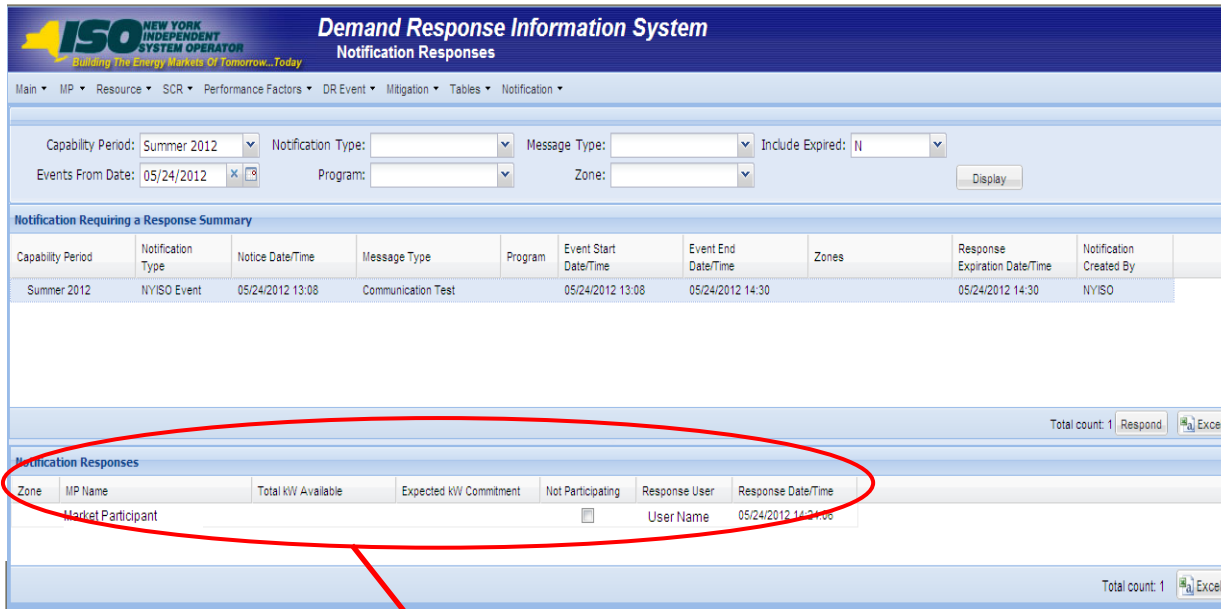
Below the summary table is a section titled "Notification Responses" (circled in red). It contains a table with the following columns: Zone, MP Name, Total kW Available, Expected kW Commitment, Not Participating, Response User, and Response Date/Time. A red arrow points from the "Communication Test" entry in the summary table to this section.

Zone	MP Name	Total kW Available	Expected kW Commitment	Not Participating	Response User	Response Date/Time
	Market Participant			<input type="checkbox"/>	User Name	05/24/2012 14:24:06

At the bottom right of this section, there is a "Total count: 1" and an "Excel" button.

View Response to a Communication Test Notification

- ◆ Communication Test Notification response displays
 - *User name of responder*
 - *Date and time of acknowledgement*



Demand Response Information System
Notification Responses

Capability Period: Summer 2012 | Notification Type: | Message Type: | Include Expired: N
 Events From Date: 05/24/2012 | Program: | Zone: | Display

Capability Period	Notification Type	Notice Date/Time	Message Type	Program	Event Start Date/Time	Event End Date/Time	Zones	Response Expiration Date/Time	Notification Created By
Summer 2012	NYISO Event	05/24/2012 13:08	Communication Test		05/24/2012 13:08	05/24/2012 14:30		05/24/2012 14:30	NYISO

Total count: 1 Respond Excel

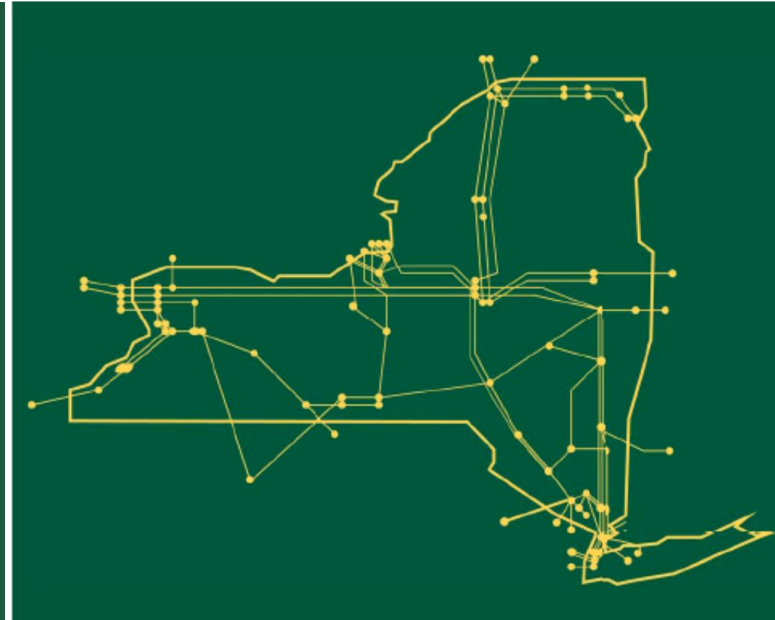
Zone	MP Name	Total kW Available	Expected kW Commitment	Not Participating	Response User	Response Date/Time
	Market Participant			<input type="checkbox"/>	User Name	05/24/2012 14:24:06

Total count: 1 Excel

Notification Responses

Zone	MP Name	Total kW Available	Expected kW Commitment	Not Participating	Response User	Response Date/Time
	Market Participant			<input type="checkbox"/>	User Name	05/24/2012 14:24:06

The New York Independent System Operator (NYISO) is a not-for-profit corporation responsible for operating the state's bulk electricity grid, administering New York's competitive wholesale electricity markets, conducting comprehensive long-term planning for the state's electric power system, and advancing the technological infrastructure of the electric system serving the Empire State.



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