

How to Download Electrical Usage Data from PSEG-LI Website



Town of Babylon, NY

Supervisor Rich Schaffer

1. Open your web browser and navigate to <http://www.PSEGLINY.com>
 2. Enter your PSEG-LI username and password or click “Register Now” (if you don’t already have an account)
- ***If you already have an account, please skip ahead to Step 8 of this guide*****

The screenshot shows the PSEG Long Island website interface. At the top, there is a navigation bar with links for "FOR HOME", "FOR BUSINESS", "ABOUT US", "CUSTOMER SERVICE", and "Account Login". A search bar is located to the right of the navigation bar. Below the navigation bar, there is a large banner area with the text "Quality Service You Deserve" and a woman talking on a phone. To the right of the banner is a login and registration form with fields for "Username" and "Password", and buttons for "Register Now", "Forgot Password?", and "Login". Below the banner, there are three main sections: "Save on Energy Costs", "Storm Center", and "My Account". Each section has a representative image and a brief description of the service. At the bottom of the page, there are three buttons: "Financial Assistance", "Learn More", and "Visit My Account".

Quality Service You Deserve

Call our automated telephone services at 1-800-490-0025 to check your account balance, make payments, enter a meter reading to avoid estimated bills and more.

It's a quick, easy and convenient way to manage your PSEG Long Island electric account.

[Learn More](#)

Save on Energy Costs

We would like to remind everyone of the various ways customers can manage their energy costs and usage. Sometimes circumstances make it difficult to pay your electric bill. We understand.

[Financial Assistance](#)

Storm Center

One of our major commitments to you is improving how we respond to storms and other disasters that can impact your electric service. Stay safe and informed with our online Storm Center, where you can report an outage, get power restoration updates, and learn about storm safety and preparation.

[Learn More](#)

My Account

You can take care of most of your account needs online with My Account. It's completely free and an easy way to view and pay bills, review your bill history, update account information, and more.

[Visit My Account](#)

3. If you clicked “Register Now”, you will be taken to another page. Read the instructions for creating an account and adding your PSEG-LI account info. Click on “Begin New User Registration” to begin.

The screenshot shows the PSEG Long Island website's "Register for My Account" page. The browser address bar shows the URL: <https://www.psegliny.com/page.cfm/RegisterAccount>. The page features the PSEG Long Island logo and tagline "We make things work for you." at the top left. Navigation links include "FOR HOME", "FOR BUSINESS", "ABOUT US", "CUSTOMER SERVICE", and "Account Login". A search bar is located at the top right. The main content area is titled "Register for My Account" and includes a sub-header "Registering for My Account". A note states: "Please note: If you had a LIPA 'My Account' login, there is no need to re-register." The registration process is described as a two-step process: 1. Create an Account, and 2. Adding an Account. A red arrow points to the "Begin New User Registration" link under the "Step One: Create an Account" section.

Register for My Account
It's easy to manage your account -- 365 days a year.

Registering for My Account

Please note: If you had a LIPA "My Account" login, there is no need to re-register.

- Registration is a two-step process
- First you need to create an online account with a User Name & Password
- Second, once your online account has been created, you will need to add your electric account information.

Step One: Create an Account

[Begin New User Registration](#)

- Select the "New User Registration" link above. A pop-up registration page will appear.
- Fill out the form in its entirety. The form will ask for the following information: First and Last Name, User Name (you will create this), Password (you will create this), Email Address, Security Question and Answer (2)
- Click Submit. A confirmation page will appear.
- Close the confirmation page.
- Log in with the User Name and Password you have just created.

Step Two: Adding an Account

- Log in to My Account using your User Name and Password
- Select "Add Account"
- Enter your Customer ID/Account Number from your most recent bill.
- Enter the DIN Number from the important message section on the bill.

4. Fill out the form with your information to create an account. Click "Submit".

Welcome to the New User Registration Page

Please fill out the form in its entirety. Once completed, you can immediately login and begin using PSEGLI's online services.

- You will need to create a unique User Name and Password that is easy for you to remember. Both will be used to log into My Account each time you wish to look at your account information.
- The User Name must be more than 6 characters long but less than 12. Your password must be at least 6 characters and must contain at least one numeric or non-alphanumeric character (e.g. my1test or my#test). It is case sensitive.

First Name
John

Last Name
Smith

User Name
JSmith123

SSN (last 4 digits)

Password

Confirm Password

Email
jsmith123@yahoo

Confirm Email
jsmith123@yahoo

Security Question 1
What is your mother's maiden name?

Security Answer 1
Smith

Security Question 2
What is your favorite color?

Security Answer 2
Yellow

Zip Code
11703

Submit Reset

You will receive an email confirmation that the registration is complete.

Sign Up

You have successfully registered!

Please close this window and log-in with your new User Name and Password. The next step will be to link your account(s) to your User Name.

First Name **Last Name**
John Smith

User Name **Email**
JSmith12345 jsmith123@yahoo.com

Please write down your User Name and Password and save it in a safe place.

5. After you see the window that tells you that you've successfully registered, close it and navigate back to <http://www.psegliny.com>. Login using the username and password that you just created.

The screenshot displays the PSEG Long Island website's 'Register for My Account' page. The browser address bar shows the URL <https://www.psegliny.com/page.cfm/RegisterAccount>. The page features the PSEG Long Island logo and navigation menus. A red arrow points to the browser address bar, and another red arrow points to the 'Login' button on the registration form.

Register for My Account
It's easy to manage your account -- 365 days a year.

Registering for My Account

Please note: If you had a LIPA "My Account" login, there is no need to re-register.

- ▶ Registration is a two-step process
- ▶ First you need to create an online account with a User Name & Password
- ▶ Second, once your online account has been created, you will need to add your electric account information.

Step One: Create an Account

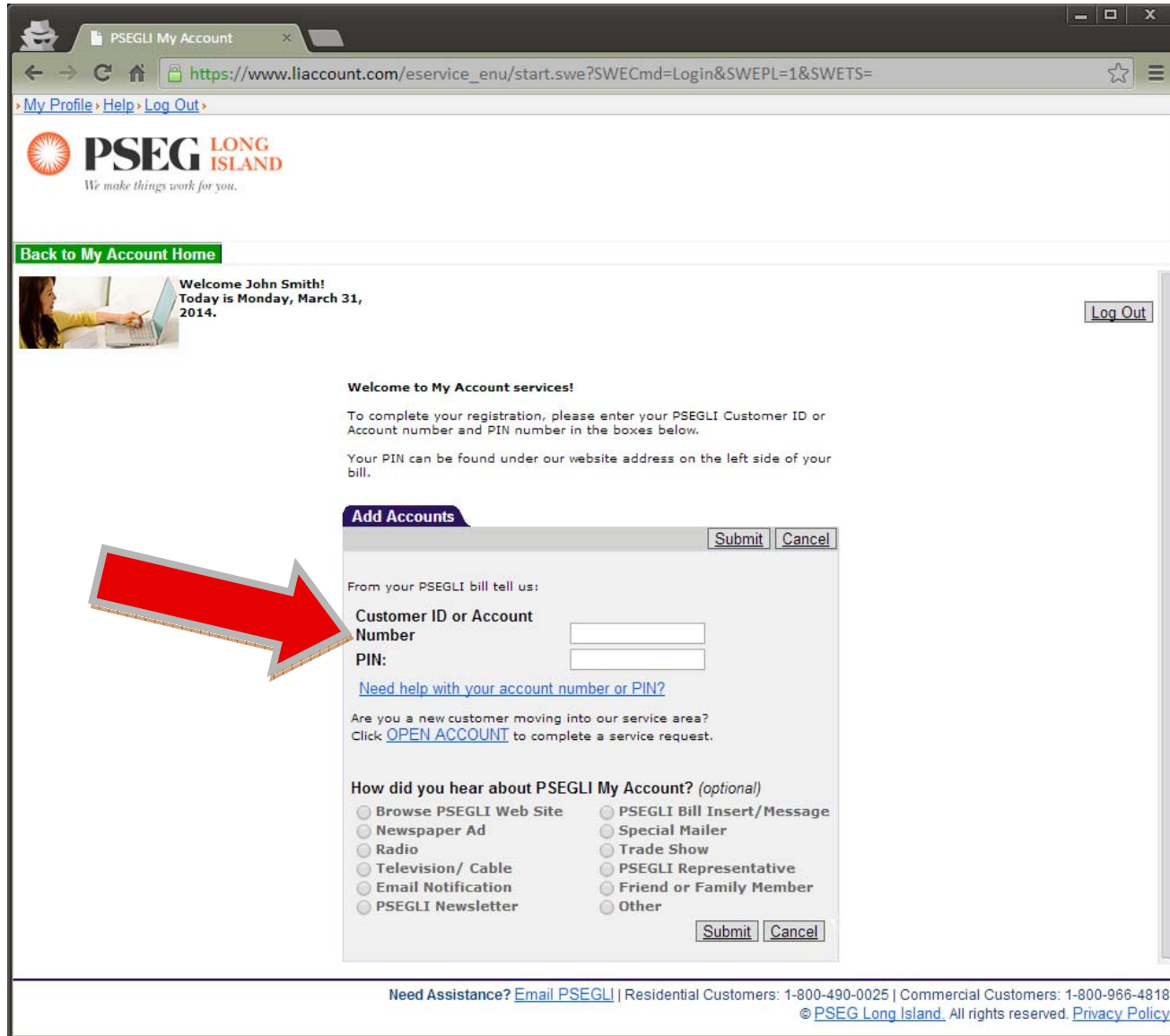
[Begin New User Registration](#)

- ▶ Select the "New User Registration" link above. A pop-up registration page will appear.
- ▶ Fill out the form in its entirety. The form will ask for the following information: First and Last Name, User Name (you will create this), Password (you will create this), Email Address, Security Question and Answer (2)
- ▶ Click Submit. A confirmation page will appear.
- ▶ Close the confirmation page.
- ▶ Log in with the User Name and Password you have just created.

Step Two: Adding an Account

- ▶ Log in to My Account using your User Name and Password
- ▶ Select "Add Account"
- ▶ Enter your Customer ID/Account Number from your most recent bill.
- ▶ Enter the PIN Number from the important message section on the bill.

6. After logging in for the first time, you will be prompted to enter your Customer ID or Account Number and PIN to link your new PSEG-LI web account with your actual PSEG-LI account. Enter the required information (as per the instructions) and click “Submit”. *****Note: You will need a copy of your most recent PSEG bill to get your Account Number and PIN*****

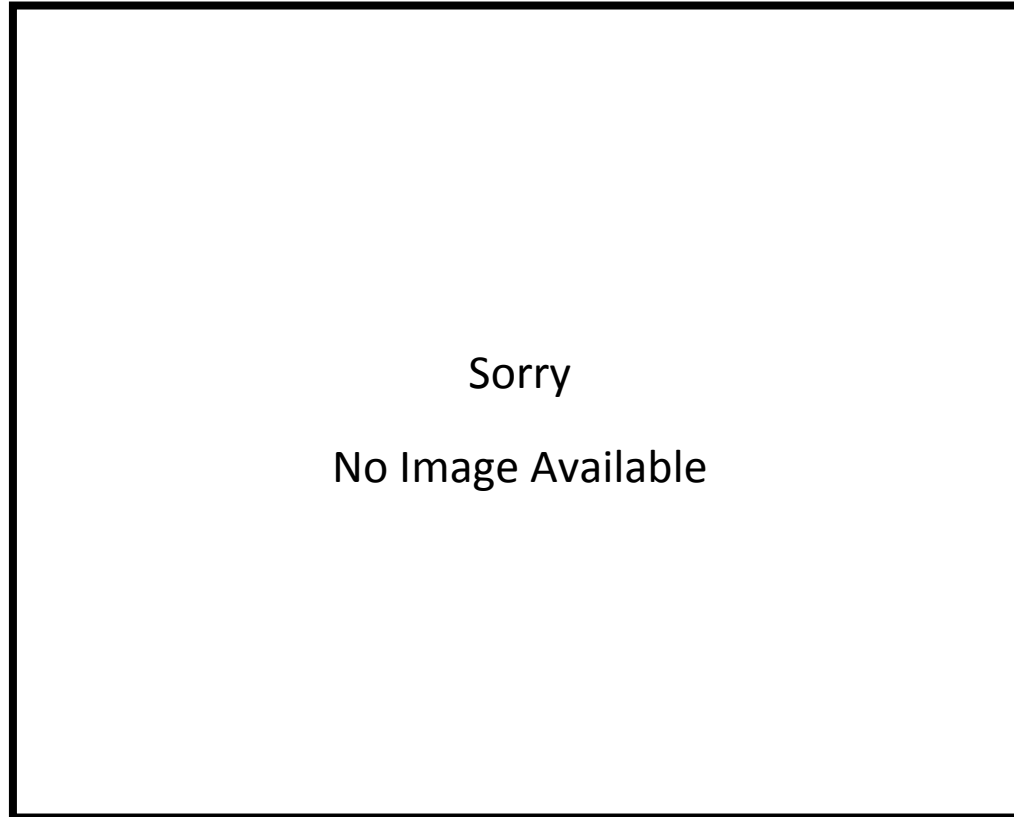


The screenshot shows the PSEG My Account website interface. At the top, there is a navigation bar with links for 'My Profile', 'Help', and 'Log Out'. Below this is the PSEG Long Island logo and a 'Back to My Account Home' button. A personalized welcome message for John Smith is displayed, along with a 'Log Out' button. The main content area features a 'Welcome to My Account services!' message and instructions for registration. A modal window titled 'Add Accounts' is open, containing the following fields and options:

- Customer ID or Account Number:** A text input field.
- PIN:** A text input field.
- [Need help with your account number or PIN?](#)
- Are you a new customer moving into our service area? Click [OPEN ACCOUNT](#) to complete a service request.
- How did you hear about PSEGLI My Account? (optional)**
- Radio button options:
 - Browse PSEGLI Web Site
 - Newspaper Ad
 - Radio
 - Television/ Cable
 - Email Notification
 - PSEGLI Newsletter
 - PSEGLI Bill Insert/Message
 - Special Mailer
 - Trade Show
 - PSEGLI Representative
 - Friend or Family Member
 - Other

At the bottom of the page, there is a footer with contact information: 'Need Assistance? [Email PSEGLI](#) | Residential Customers: 1-800-490-0025 | Commercial Customers: 1-800-966-4818 © PSEG Long Island. All rights reserved. [Privacy Policy](#)'

7. After clicking “Submit” you will be taken to another page that requires you to select your account. Only one should appear, and it should be obvious that it is yours. Follow the instructions and click on it to associate it with your PSEG-LI web account.



8. After adding your account, you will be taken to a new page called “My Account Home”. This page contains lots of information about your account, but we are only interested in the section called “Usage History”. A link to your usage history may be found towards the bottom of the page (scroll down). Click on “Usage History”.

My Profile | Help | Log Out

PSEG LONG ISLAND
We make things work for you.

Back to My Account Home

Welcome Today [Redacted]

Log Out

Account Summary

Account Status: [Redacted]
Amount Due: [Redacted]
Payment Due Date: [Redacted]
[Pay Bill Now](#)
Last Bill Amount: [Redacted]
Last Bill Date: [Redacted]
Last Payment Amount: [Redacted]
Last Payment Date: [Redacted]

Account Profile

[Add Account](#)
[Choose or Remove Account](#)
[Add or Change Bank Info](#)
[Update My Account Profile and Email Address](#)
[Update Phone Number and Mailing Address](#)
[Update Text and Email Notifications](#)

Electric Service Info

Next Meter Read: [Redacted]
Account Number: [Redacted]
Street: [Redacted]
City: [Redacted]
State: [Redacted]
Zip Code: [Redacted]

Service Type and Rate:
[Rate 180 - Residential, General Use](#)

Reminders

[Your Rights and Responsibilities as a PSEGLI Residential Customer](#)

My Account

- [Pay My Bill by Bank Account](#)
Make a payment online
- [View My Bills](#)
View your recent bills
- [Enter a Meter Reading](#)
Enter your meter reading
- [Communications Manager](#)
Register to receive power outage updates and account notifications via text or email
- [Close or Transfer Service](#)
Request your account to be closed, or request your account to be transferred from one service address to another
- [Start Service](#)
Request service at a new address
- [Add or Change Bank Info](#)
Add new bank information or change your existing bank information
- [My Payment History](#)
View your payment details
- [Running Balance](#)
View your account balance over time
- [Payment Arrangements](#)
Pay your balance over monthly installments or request an extension on your payment due date
- [Usage History](#)
View your electric usage history
- [Current Bill Inserts](#)
View information about current PSEGLI Programs
- [View My Applications](#)
View Information about Applications

Announcements

- [Power Out? Text It In!](#)
Report an outage by texting OUT to 773454. Receive restoration updates as well!
- [Budget Better with Balanced Billing!](#)
Spread out your energy costs over the year and receive a predictable bill every month.

Billing Program Status

Paperless Billing: Not Enrolled [Enroll Now](#)
DirectPay: Not Enrolled [Enroll Now](#)
Balanced Billing: Not Enrolled [Enroll Now](#)

Billing and Payment Programs

[Learn About Billing and Payment Programs](#)

- [Paperless Billing & Payment Enroll](#)
Enroll Into Paperless Billing & Payment
- [Paperless Billing](#)
Enroll in PSEGLI Electronic Billing
- [DirectPay Enroll](#)
Enroll Into DirectPay
- [Balanced Billing](#)
Enroll or view your Balanced Billing status
- [Financial Assistance Programs](#)
Get help paying your bill

Online Tools

- [Energy Analysis](#)
- [View Recent Web Activities](#)

Need Assistance? [Email PSEGLI](#) | Residential Customers: 1-800-490-0025 | Commercial Customers: 1-300-956-4818
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Note: Account information above obscured for privacy

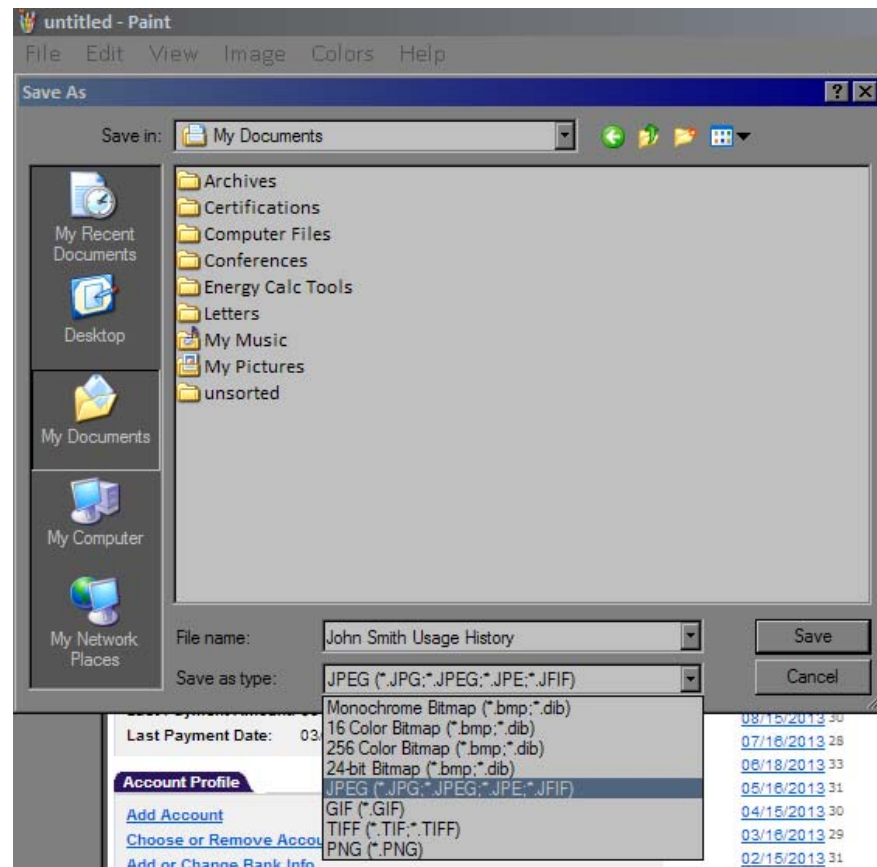
9. After clicking “Usage History”, you will be taken to the page that we’re looking for! If you print this page from within your web browser, make sure that you set the orientation to landscape. Unfortunately, this page is not optimized for printing, and much of the data tends to get cut off. If you are familiar with using the “Print Screen” button, the best way to print this page is to hit “Print Screen” on your keyboard, paste the image into MS Word or MS Paint, and then printing from that program. Using the “Print Screen” route also enables you to email your usage to Long Island Green Homes staff (ligreenhomes@townofbabylon.com)

The screenshot shows the PSEG Long Island account management interface. The main content area displays the 'Electric Usage History' table, which tracks meter readings, KWH used, and bill amounts over time. The table includes columns for Bill Date, Days In Bill, Meter Reading, Reading Type, KWH Used, Bill Amount, and KWH Used Per Day. The data spans from 11/16/2011 to 03/19/2014. On the left side, there are sections for 'Account Summary' and 'Account Profile', where certain fields are obscured by black boxes for privacy. The 'Account Summary' section includes fields for Customer ID, Account Status, Amount Due, Payment Due Date, Last Bill Amount, Last Bill Date, Last Payment Amount, and Last Payment Date. The 'Account Profile' section includes links for adding or removing accounts, changing bank info, and updating profile and mailing addresses. The 'Electric Service Info' section includes fields for Next Meter Read, Account Number, Street, City, State, and Zip Code, with some fields obscured by black boxes. The footer of the page contains contact information and a copyright notice for PSEG Long Island.

Bill Date	Days In Bill	Meter Reading	Reading Type	KWH Used	Bill Amount	KWH Used Per Day
03/19/2014	29	18747	ACTUAL	677	\$157.72	23.34
02/18/2014	31	18070	ACTUAL	1,599	\$343.51	51.58
01/18/2014	37	16471	ACTUAL	1,608	\$322.87	43.46
12/12/2013	28	14863	ACTUAL	926	\$121.70	33.07
11/14/2013	30	13937	ACTUAL	23	\$11.41	0.77
10/15/2013	28	13914	-V	321	\$10.65	11.46
09/17/2013	33	14235	ACTUAL	233	\$12.55	7.06
08/15/2013	30	14002	ACTUAL	32	\$11.41	1.07
07/16/2013	28	13970	ACTUAL	198	\$10.65	7.07
06/18/2013	33	13772	-V	411	\$12.55	12.45
05/16/2013	31	14183	-V	558	\$11.79	18
04/15/2013	30	14741	ACTUAL	429	\$95.56	14.3
03/16/2013	29	14312	ACTUAL	1,061	\$217.61	36.59
02/15/2013	31	13251	ACTUAL	1,347	\$271.80	43.45
01/15/2013	31	11904	ACTUAL	1,153	\$230.94	37.19
12/15/2012	60	10751	ACTUAL	1,002	\$194.03	16.7
10/16/2012	32	09749	ACTUAL	47	\$20.27	1.47
09/14/2012	31	09702	ACTUAL	729	\$62.49	23.52
08/14/2012	27	08973	ACTUAL	652	\$10.27	24.15
07/18/2012	33	08321	ACTUAL	294	\$12.55	8.91
06/15/2012	31	08027	-V	500	\$11.79	16.13
05/15/2012	31	08527	-V	413	\$11.79	13.32
04/14/2012	30	08940	-V	470	\$11.41	15.67
03/15/2012	29	09410	ACTUAL	188	\$43.74	6.48
02/15/2012	28	09222	ACTUAL	410	\$81.69	14.64
01/18/2012	35	08812	ACTUAL	801	\$152.92	22.89
12/14/2011	28	08011	ACTUAL	478	\$64.20	17.07
11/16/2011	29	07533	-V	8	\$8.43	0.28

Note: Account information above obscured for privacy

10. To print/email your data using the “Print Screen Option”, press the “Print Screen” button on your keyboard while you have the “Usage History” page maximized on your screen. Then, if you are using a Windows computer, click the Start -> Programs -> Accessories -> Paint
11. When the Paint program opens, click “Edit” -> “Paste” (or press Ctrl + V). When you do this, you should see your utility usage appear in the Paint program
12. Click “File” -> “Save As”
13. Name your file, select “JPEG” next to where it says “Save as File Type” and save it to your computer.



14. You now have your usage history saved as an image file on your computer that you can print or email to the Long Island Green Homes program!

We hope this walkthrough has been helpful!

If you have any questions or concerns, please feel free to email ligreenhomes@townofbabylon.com or call (631) 422-4411