



BIM based fast toolkit for
Efficient rEnovation in Buildings

BIM4Occupants User Guide





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1 **BIM4Occupants in general**

The **BIM4Occupants** tool will allow you to view useful statistics related to your apartments, such as environmental conditions, your consumption, and the progress of ongoing work in your property or in the building.

The objective of BIM4Occupants is to include the **preferences** and **needs** of the building's tenants in the general framework of the renovation, with special attention to the preservation of **their comfort level**.

By using this application you will learn about the environmental conditions of your apartments, improve your knowledge of the renovation process and give your opinion about the comfort and safety levels.

Thank you again for deciding to take part in this project. Your contribution is very important and we think this is a valuable opportunity for us and for you to collaborate.

We ask for a little patience in case some functions are not yet active or some information is not updated, we are working to improve the tool and your contribution will be useful also for this.

Please get in contact with your building owner for additional information and if needed

2 Login

2.1 Login

To access the application you need to go to <https://bim4occupants.s5labs.eu/>.

If you are already registered, simply enter your username and password and then click on the *Login* button.



Sign In

Username

Password

Login

Don't have an account? [Sign up](#)

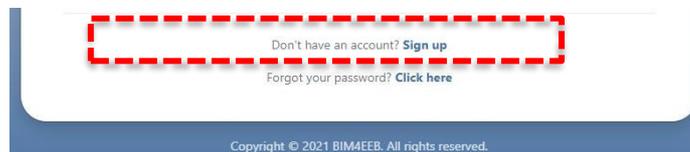
Forgot your password? [Click here](#)

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Figure 1: Login Screen

2.2 User Registration

If you haven't registered yet, click on *Sign Up*, next to the words "Don't have an account?".



Don't have an account? [Sign up](#)

Forgot your password? [Click here](#)

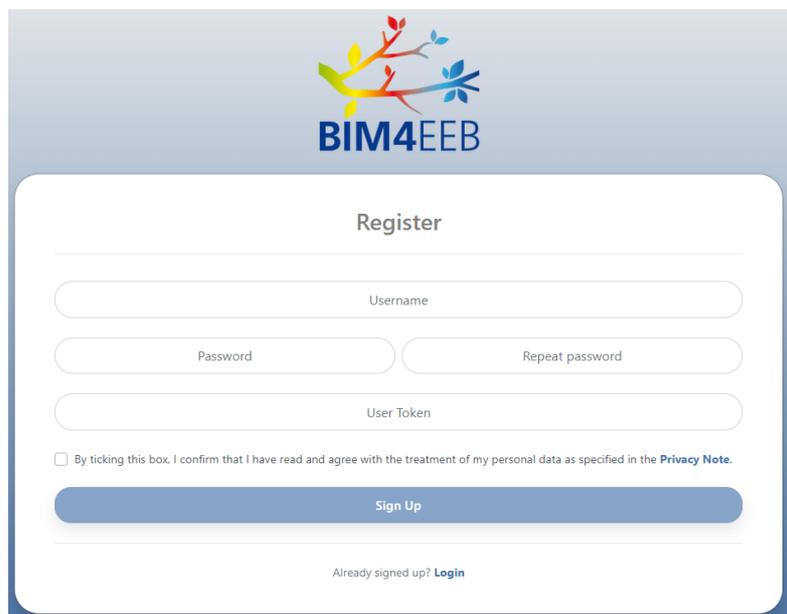
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Figure 2: Login screen, the registration button

At this point a new window will open in which you will be asked to choose:

1. Your Username. You can choose the one you like the most.
2. Your Password, which will be confirmed in the Repeat Password field.
3. The User Token, which is a unique alphanumeric code, will be retrieved by the BIMMS Platform.

We recommend that you remember or keep track of these three pieces of information.



The registration screen features the BIM4EEB logo at the top. Below it, the title "Register" is centered. The form includes four input fields: "Username", "Password", "Repeat password", and "User Token". A checkbox with the text "By ticking this box, I confirm that I have read and agree with the treatment of my personal data as specified in the [Privacy Note](#)." is located below the input fields. A large blue "Sign Up" button is positioned at the bottom of the form, with a link "Already signed up? [Login](#)" below it.

Figure 3: New registration screen

2.3 Forgotten password

If you have forgotten your password, click on [Click here](#), next to "Forgot your password?" on the main screen.

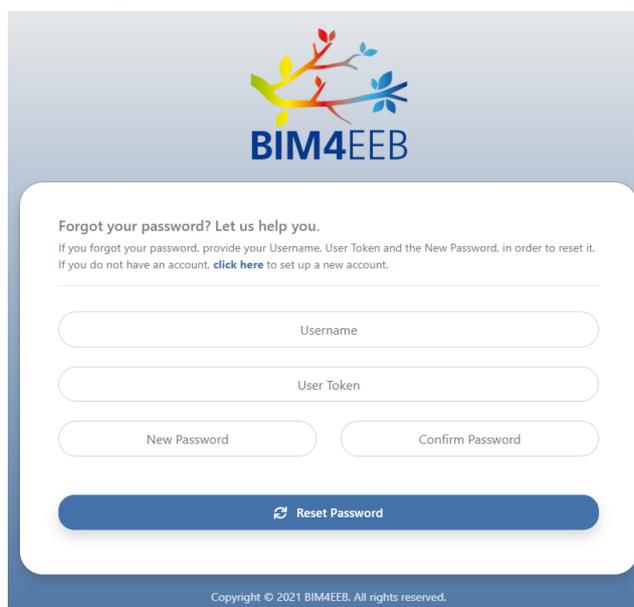


This screen shows two links: "Don't have an account? [Sign up](#)" and "Forgot your password? [Click here](#)". The "Forgot your password? [Click here](#)" link is highlighted with a red dashed box. A copyright notice "Copyright © 2021 BIM4EEB. All rights reserved." is at the bottom.

Figure 4: Instructions to follow in case of forgotten password

In the next screen you will be asked to enter again your Username and User Token that was retrieved from the BIMMS platform, at this point you can enter the New Password and confirm it.

By clicking on the "Reset Password" button, the procedure will be completed.



The screen displays the BIM4EEB logo and the heading "Forgot your password? Let us help you." Below this, there is explanatory text: "If you forgot your password, provide your Username, User Token and the New Password, in order to reset it. If you do not have an account, [click here](#) to set up a new account." The form contains four input fields: "Username", "User Token", "New Password", and "Confirm Password". A large blue "Reset Password" button with a circular arrow icon is at the bottom. A copyright notice "Copyright © 2021 BIM4EEB. All rights reserved." is at the very bottom.

Figure 5: Forgotten password screen

2.4 Language change

As a first step, we suggest you change the language of the application from English to your native language, selecting the language from the dropdown menu activated by the dedicated button.

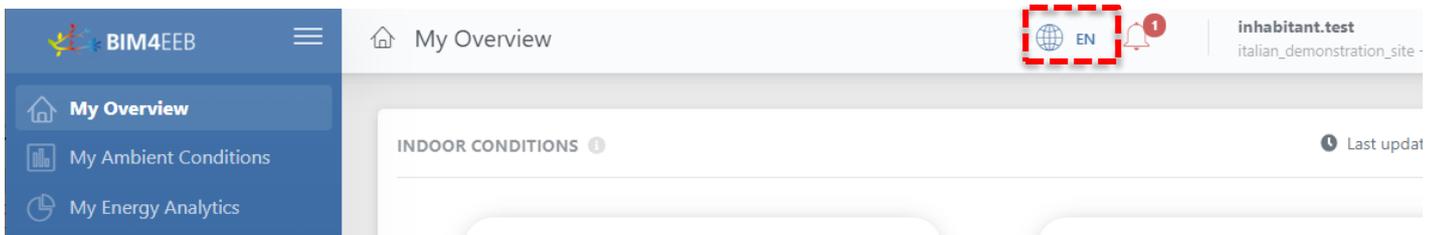


Figure 6: Button used to change the language

2.5 User Profile

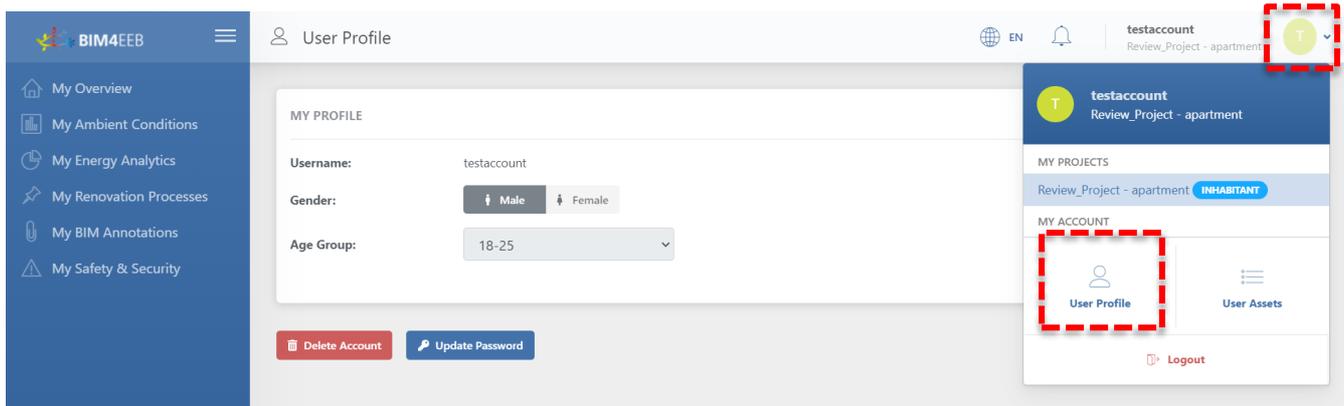


Figure 7: User Profile Profile Screen

Each registered user has a **User Profile**, in which the user will have to **enter basic information** about gender and age group. To access it, it is necessary to click on the icon in the upper right corner and then on User Profile. This information will be used for the analysis of comfort profiles.

From their account, each user can also change the profile password or delete the account using the dedicated buttons.

2.6 User Asset

Through the User Assets screen, it is possible to view the summary of details regarding the apartment, such as information concerning the installed sensors and more. Through this screen, users are invited to edit the name of each main element of the building and define alias names, which are easier to rename your apartment and its rooms.

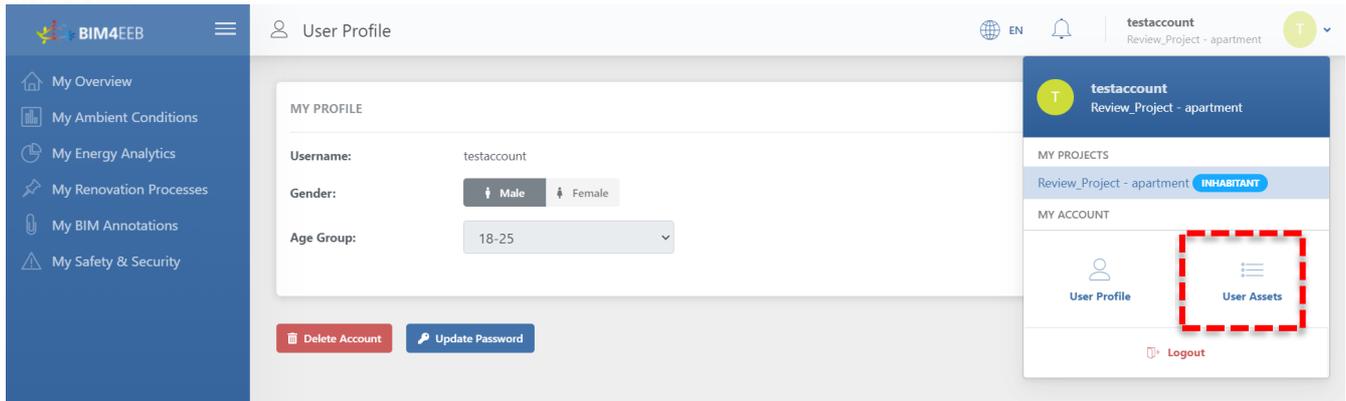


Figure 8: User assets Screen

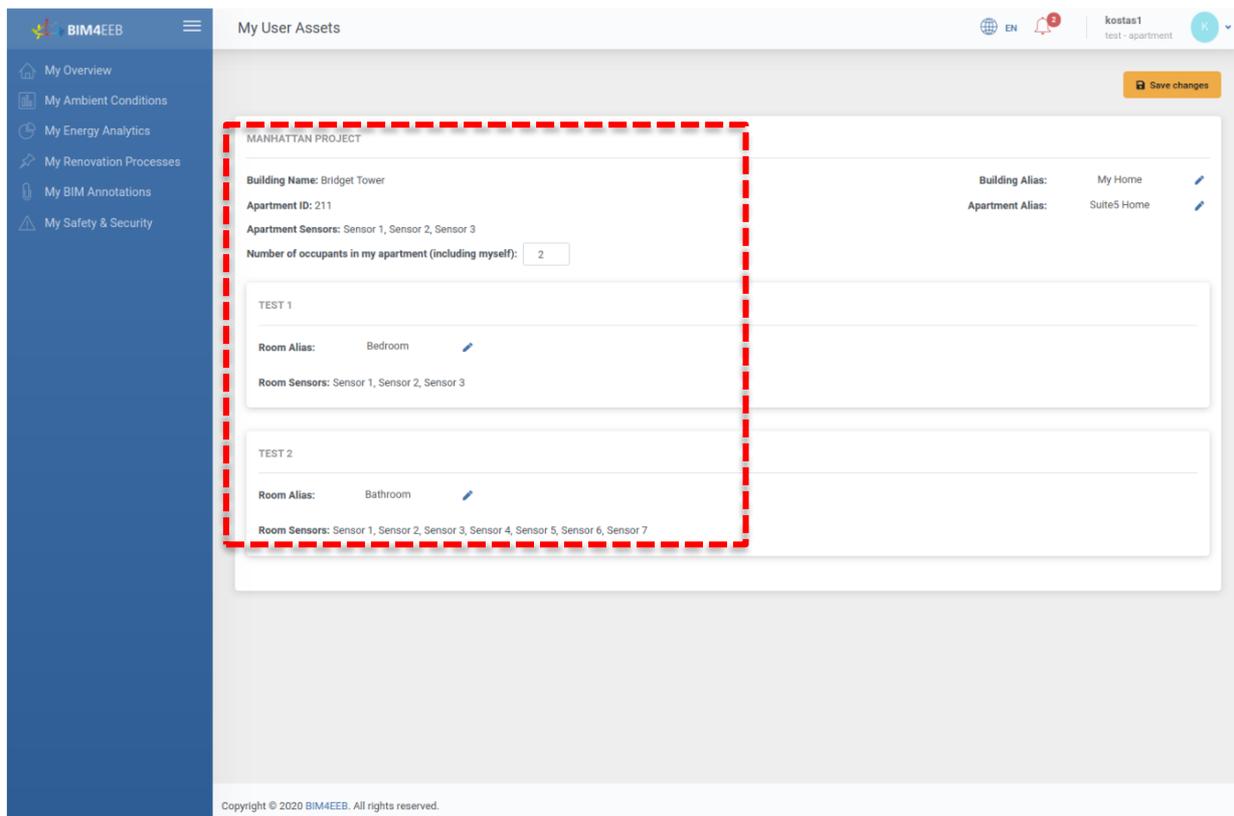
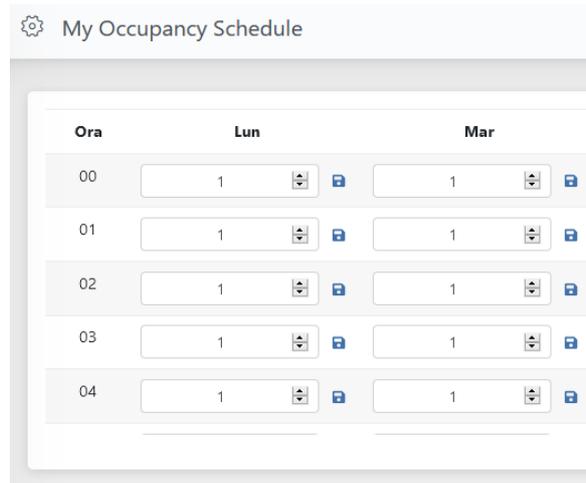


Figure 9: User Assets screen

You will also be prompted to enter the number of people in the apartment and through the Create Schedule / Create Profile button, which is represented by the blue gear.

Number of occupants in my apartment (including myself): 

This way you can indicate when people are likely to be inside the apartment and when not. This is information that the app needs to better serve you and provide you with useful information. Even though the process of entering information is not immediate, we ask that you pay close attention and actively collaborate. Thank you in advance

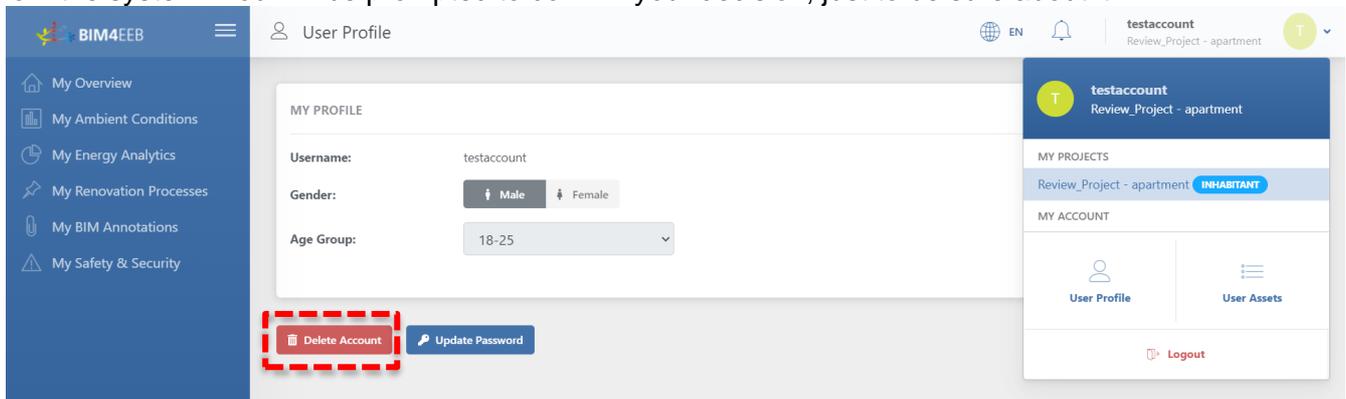


Ora	Lun	Mar
00	1	1
01	1	1
02	1	1
03	1	1
04	1	1

Figure 10: Screen for entering presence profile. For each day and each hour, you are asked to enter the presence

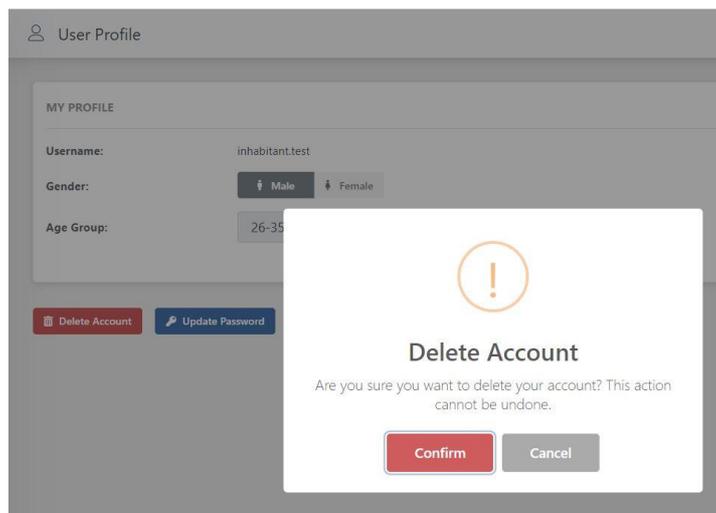
2.7 Delete Account

Always within the user profile window and thanks to the Delete account button, you can delete your account from the system. You will be prompted to confirm your decision, just to be sure about it.



The screenshot shows the 'User Profile' page. On the left is a navigation menu with items like 'My Overview', 'My Ambient Conditions', etc. The main content area shows profile details: Username: testaccount, Gender: Male, Age Group: 18-25. At the bottom of this section, there are two buttons: 'Delete Account' (highlighted with a red dashed box) and 'Update Password'. On the right, there's a sidebar with 'MY PROJECTS' and 'MY ACCOUNT' sections.

Figure 11: Delete Account Button



The screenshot shows a confirmation dialog box titled 'Delete Account'. It contains a warning icon and the text: 'Delete Account. Are you sure you want to delete your account? This action cannot be undone.' Below the text are two buttons: 'Confirm' and 'Cancel'.

Figure 12: Delete Account Confirmation

2.8 Update password

Always within the user profile window and thanks to Update Password button, you can change your password.

You will be required to provide your old and new password and to save the changes with the dedicated button.

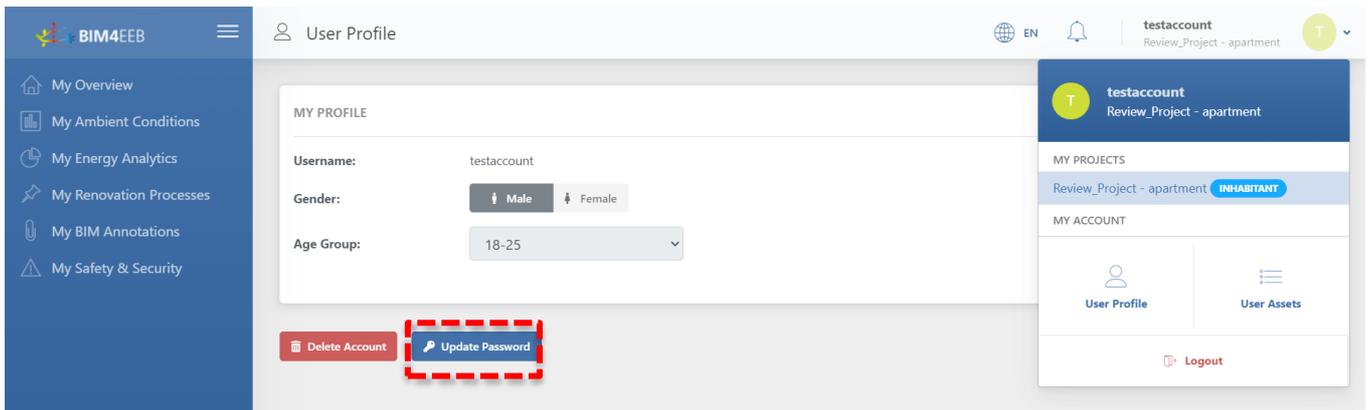


Figure 13: Update Password Botton

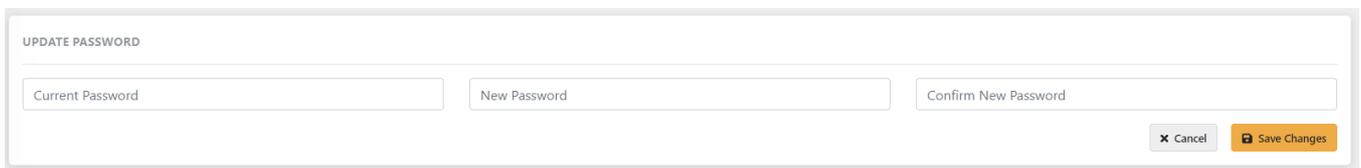


Figure 14: Update Password screen

2.9 Activity Menu

On the left is the **menu** containing all **the functions**.

By clicking on the item you wish to consult, the relative screen will open.

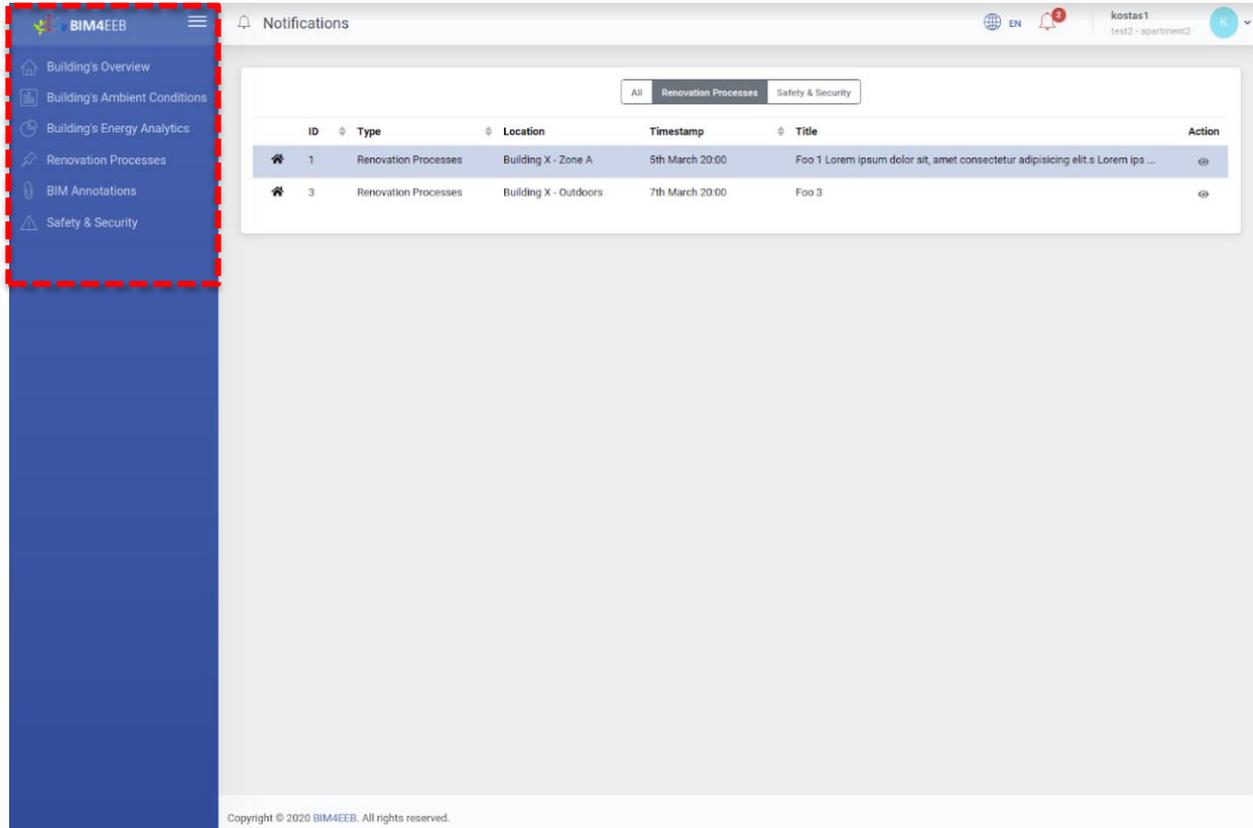


Figure 15: Activity Menu Screen

3 My Overview

In this section, you can see a summary of the actual conditions of **temperature, humidity, lighting and air quality, inside and outside your apartment**. This information is based on data collected by the sensors and is updated periodically.

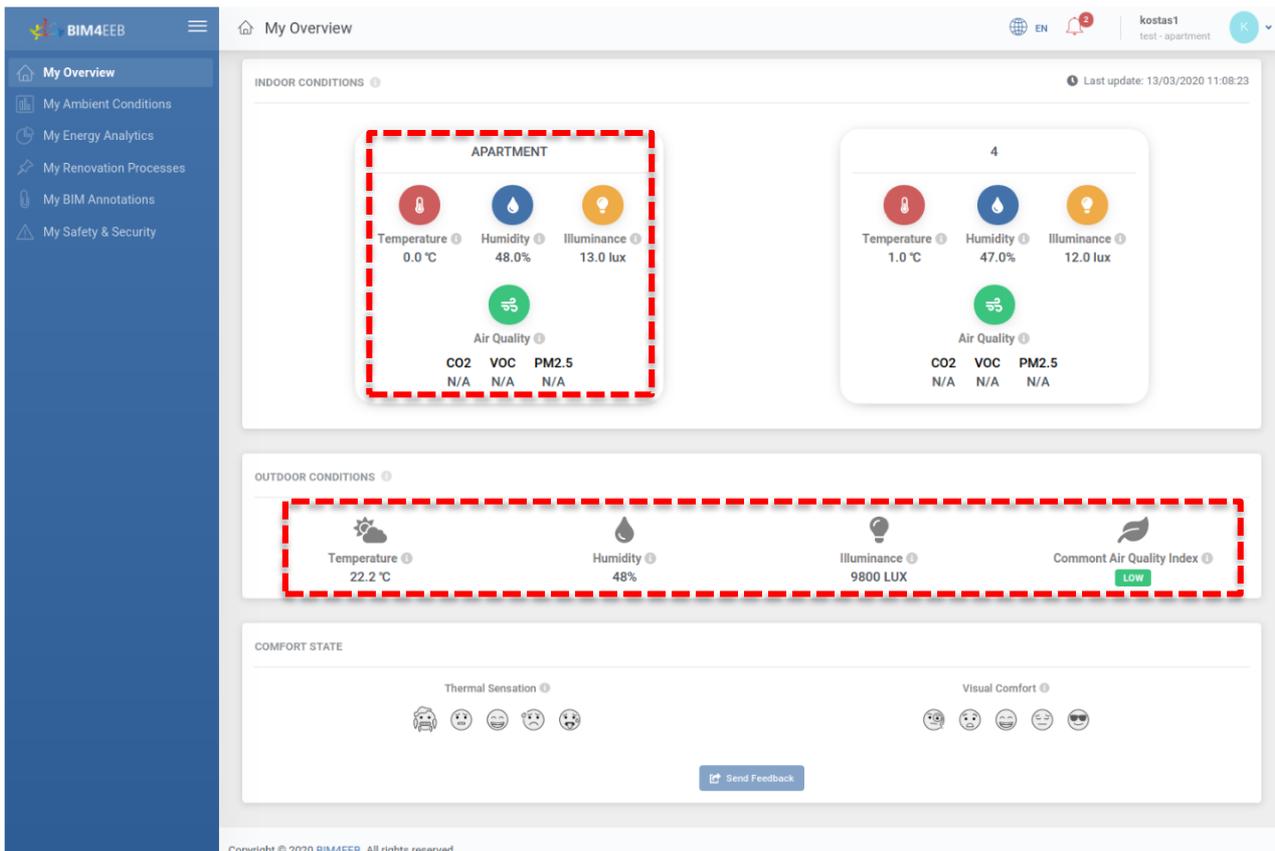


Figure 16: Indoor and outdoor conditions

In addition, by clicking on the emoticons and then on Send Feedback, you can send feedback regarding the thermal and lighting conditions of the rooms to communicate your comfort status in real-time. You can rate the temperature you are perceiving, such as the illuminance level.

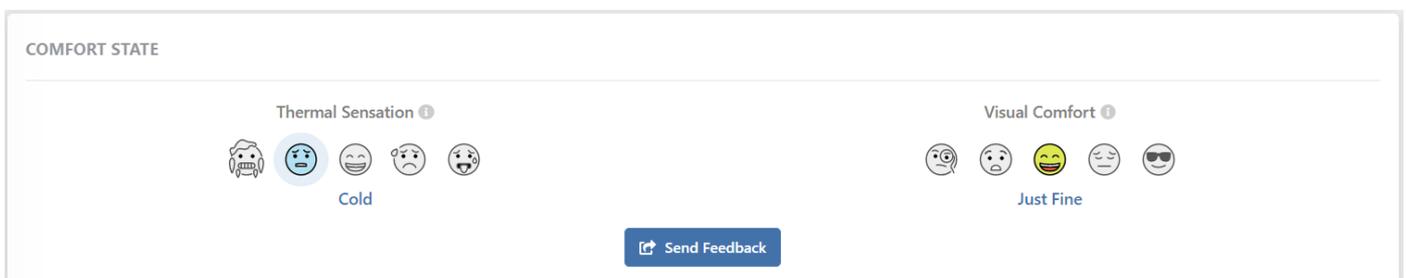


Figure 17: Send your feedback

4 My Ambient Conditions

The My Ambient Conditions section uses the data displayed in the previous section to create a history of the conditions inside your apartment, as well as your comfort preferences.

You'll be able to view the **temperature, humidity, lighting and air quality trends in your home over a given period.**

By entering the start and end dates of the period you want to analyze and clicking on Search, the app will show you the conditions that were detected in that period.

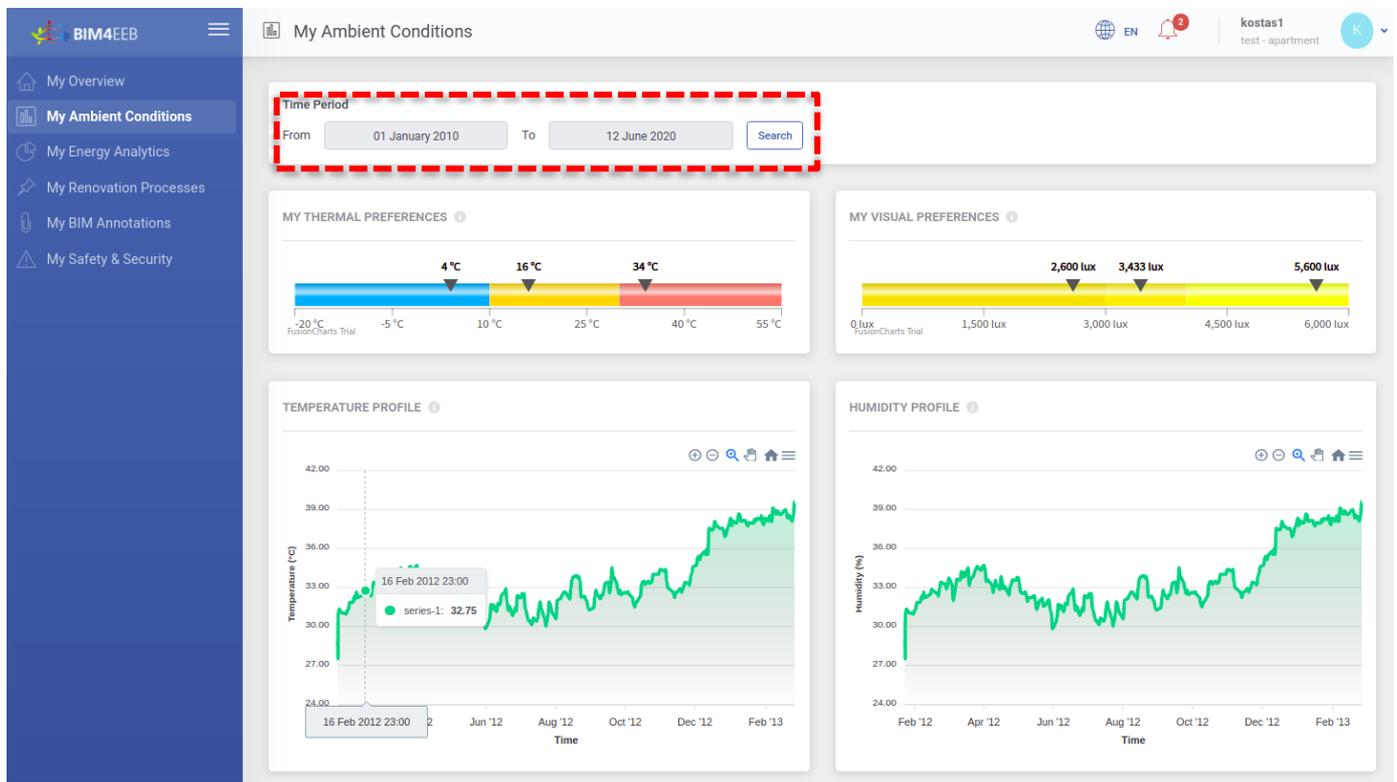


Figure 18: My Ambient Conditions – top of the page

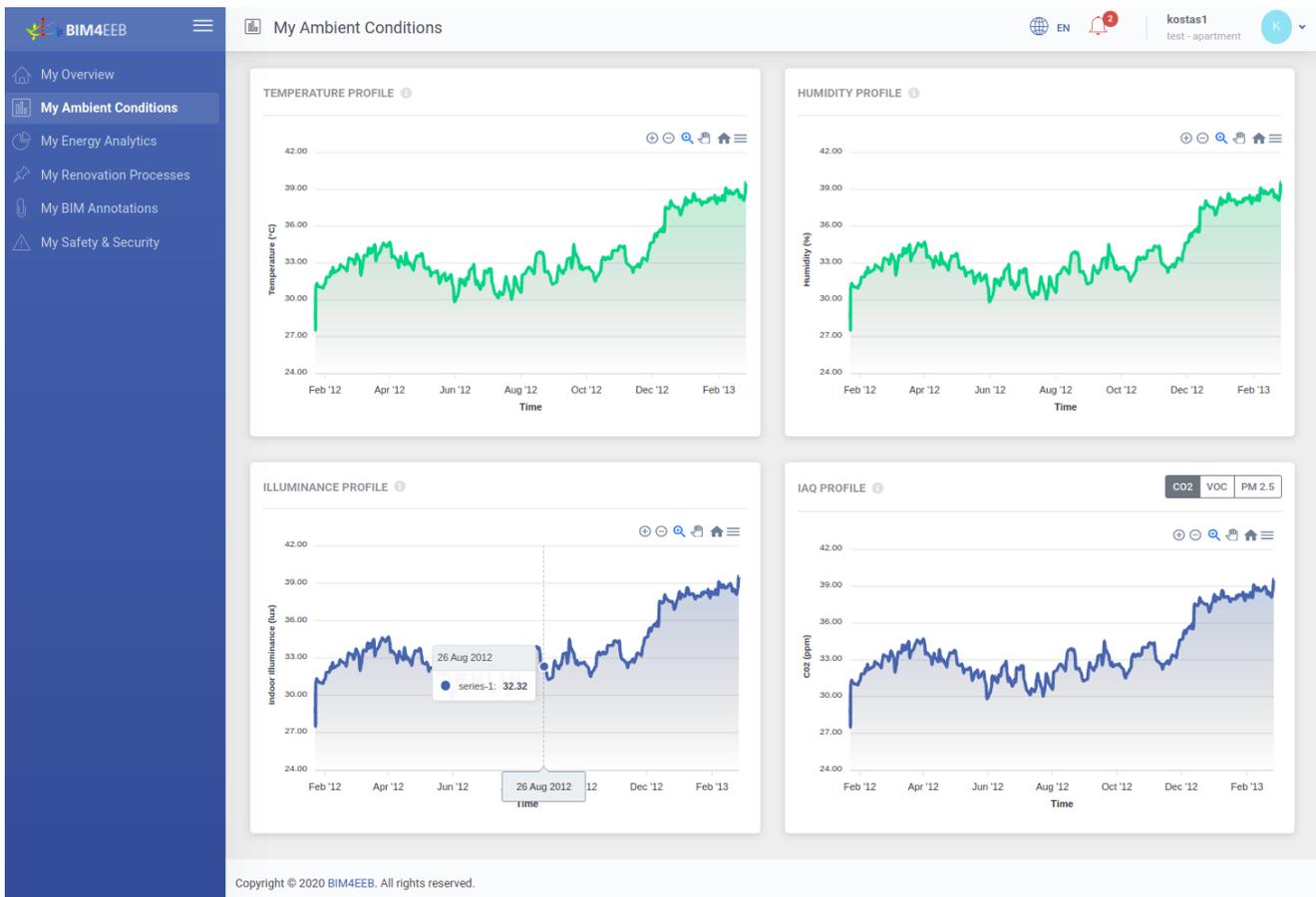


Figure 19: My Ambient Conditions – bottom of the page

In the interface, the data is in graph form, easy to understand and navigate. Using the controls at the top right of the graph, you can zoom in to view the detail of the month or get a broader view of the conditions during the year.



Figure 20: Temperature graph detail - annual overview

5 My Energy Analytics

This feature will allow you to view the **energy consumption** of your apartment related to both gas for heating and electricity consumed.

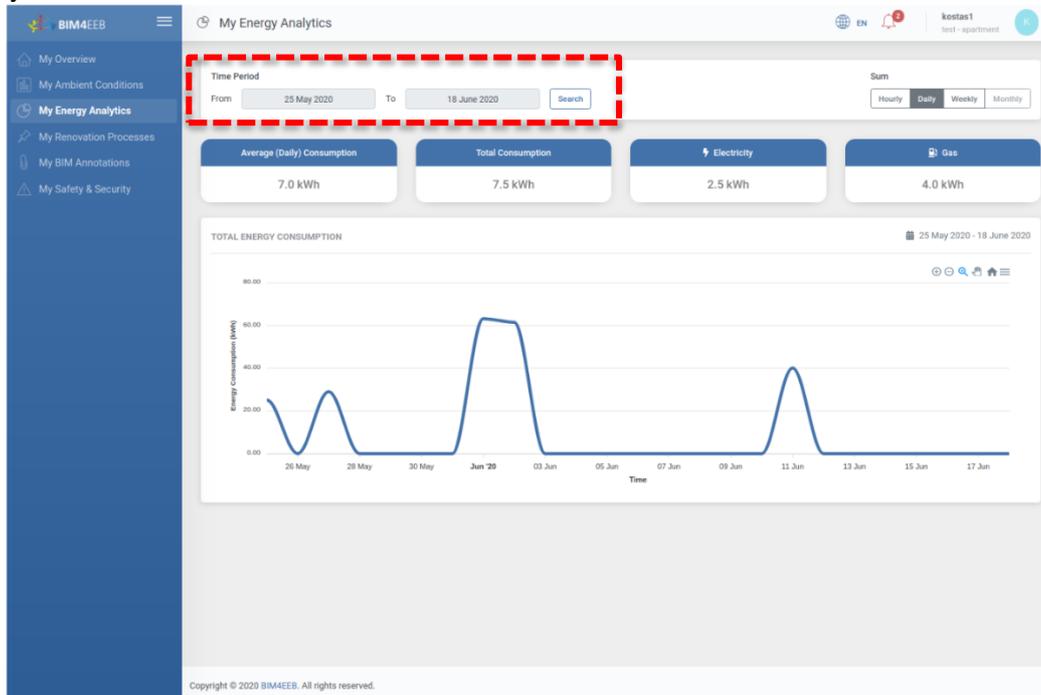


Figure 21: My Energy Analytics Screen

Similar to the previous section, by entering the dates of a time series you wish to analyze and clicking on Search / Search, you can view the trend of energy data for that period.

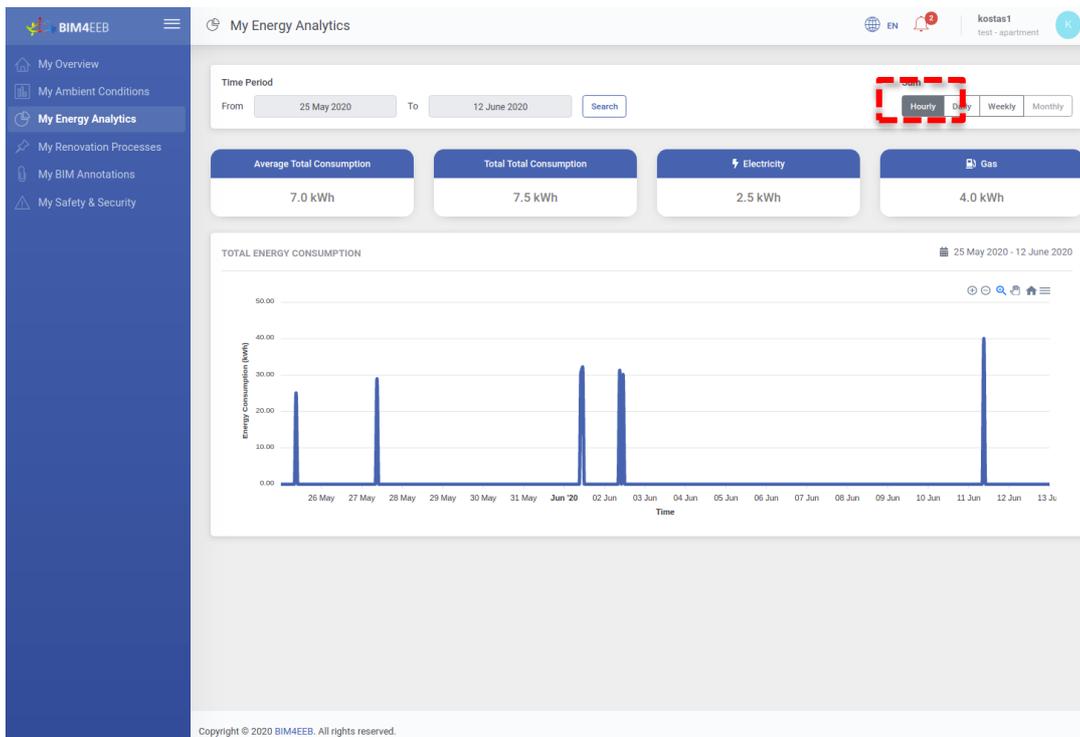


Figure 22: My Energy Analytics screen – hourly values

In addition, using the time filter button you can monitor the energy consumption every hour, day, week and month

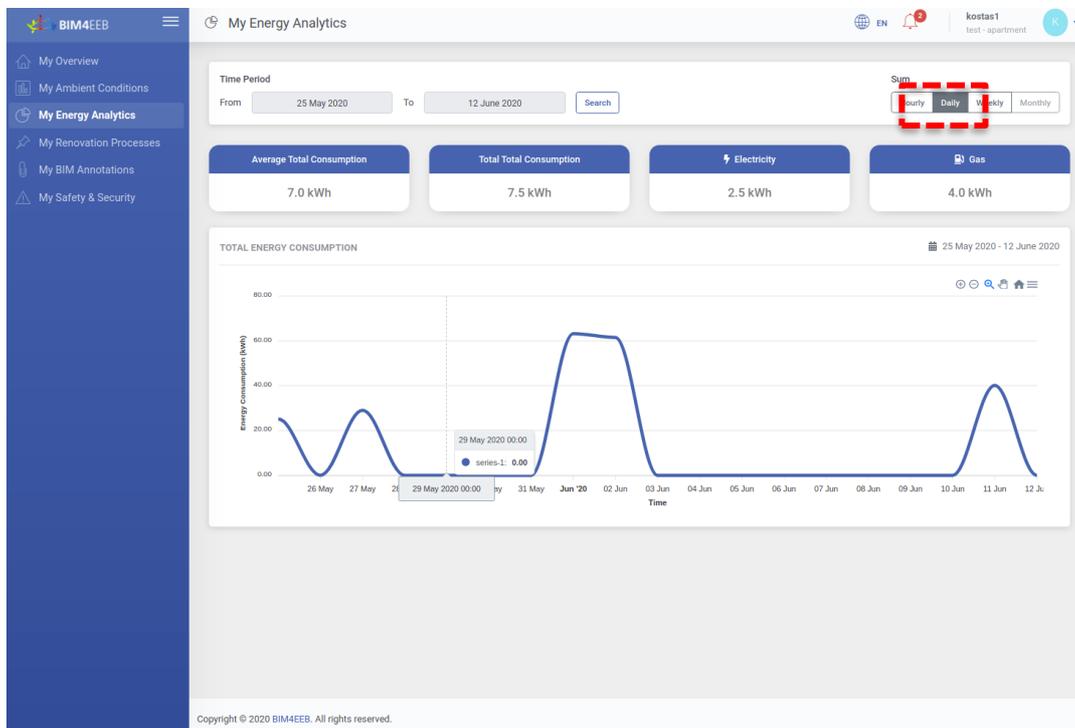


Figure 23: My Energy Analytics screen – Daily values

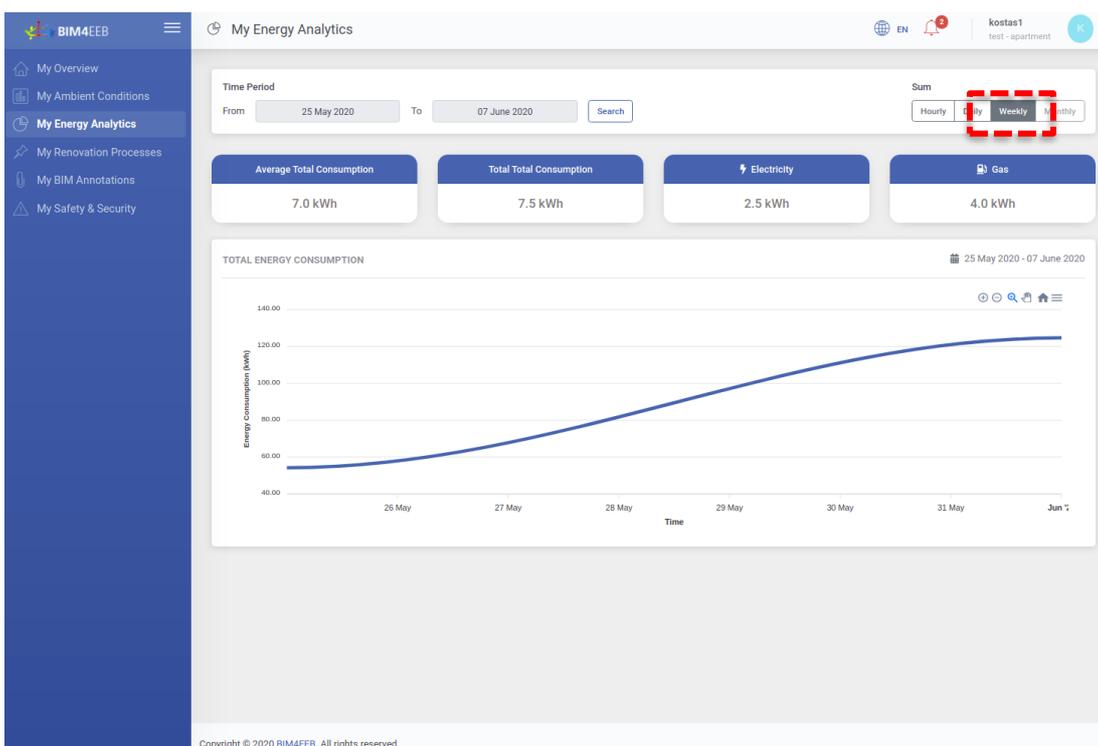


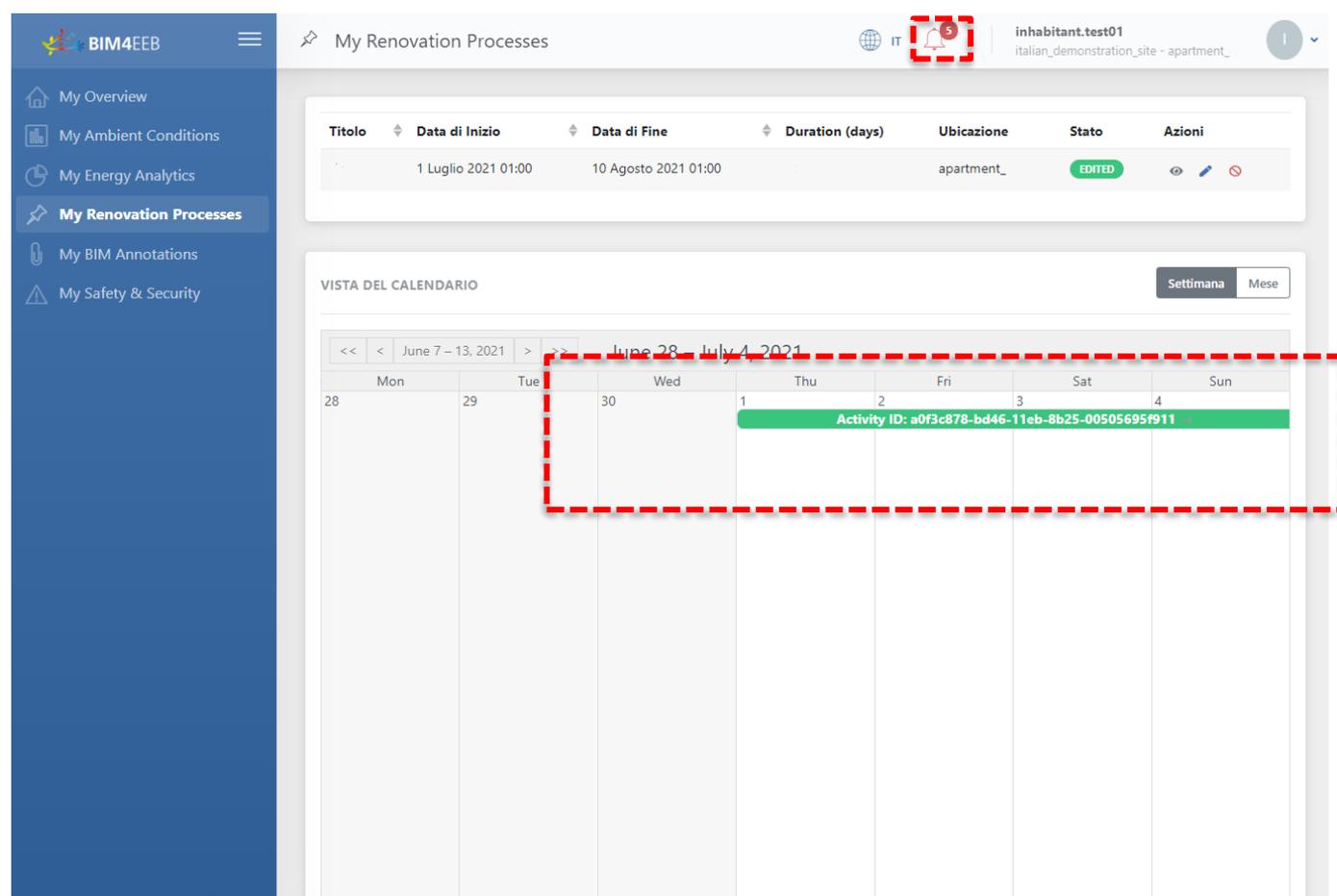
Figure 24: My Energy Analytics – weekly values

6 My Renovation Processes

This section allows you to view all maintenance and/or renovation **tasks** performed or planned in the building. You can view information about the type of renovation, the start, and end date, the duration of the process, as well as the location of the tasks.

The user is invited to accept, reject or negotiate the start/end date and total duration of the period of intervention within the apartment.

In case there are notifications about you, they would be identified with a number next to the bell symbol



The screenshot displays the 'My Renovation Processes' interface. At the top, there is a navigation bar with the BIM4EEB logo, a menu icon, the page title 'My Renovation Processes', a language selector (IT), a notification bell icon with a red '5', and a user profile for 'inhabitant.test01'. Below this is a table of renovation tasks with columns for 'Titolo', 'Data di Inizio', 'Data di Fine', 'Duration (days)', 'Ubicazione', 'Stato', and 'Azioni'. A task is listed with a start date of '1 Luglio 2021 01:00' and an end date of '10 Agosto 2021 01:00'. Below the table is a calendar view titled 'VISTA DEL CALENDARIO' with tabs for 'Settimana' and 'Mese'. The calendar shows dates from June 28 to July 4, 2021. A red dashed box highlights a notification icon with the number '5' and a specific activity entry in the calendar for June 30th, with the text 'Activity ID: a0f3c878-bd46-11eb-8b25-00505695f911'.

Figure 25: My Renovation Process Screen

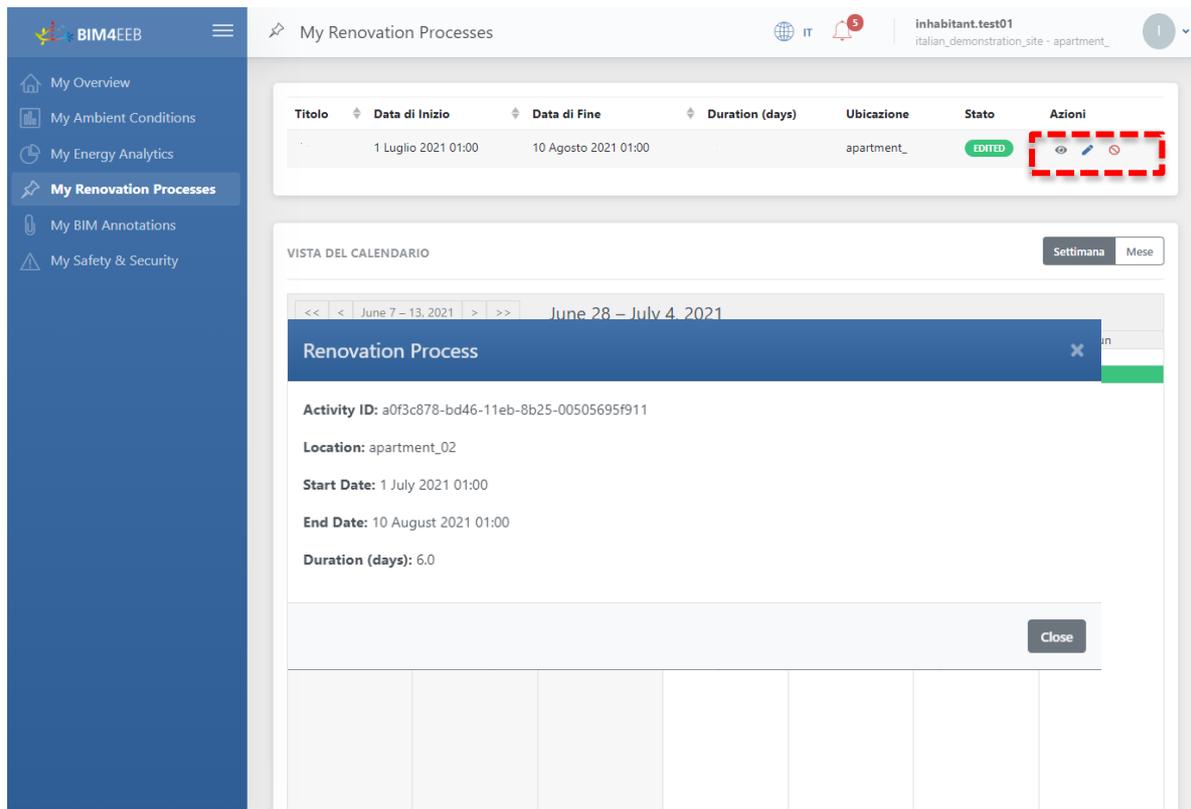


Figure 26: My Renovation Process Screen - Details

6.1 Notifications

In addition to displaying the list of upcoming renovations, the app will send notifications to keep residents updated on scheduled work. The list of notifications is available by clicking the icon in the upper right-hand corner. The filtering of notifications applies over the renovation tasks and safety/security alerts triggered. By clicking on the notification, you can view its details.

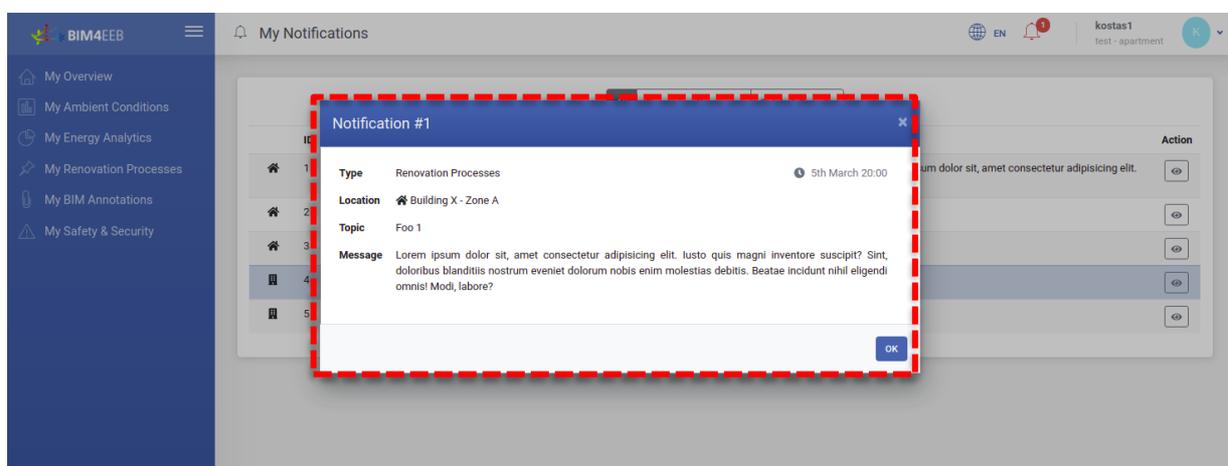


Figure 27: Details of the notifications

Attention, this information in some stages of this test may not be up to date. We ask you to always pay careful attention to verify the conditions of the site. We ask you to contact directly the building owner in case of any doubt

7 My BIM Annotations

This feature allows you to provide information about the appliances in your apartment (i.e. air conditioning, etc.) and link them to a specific room of your apartment with related information about the device category, type, model and power rating..

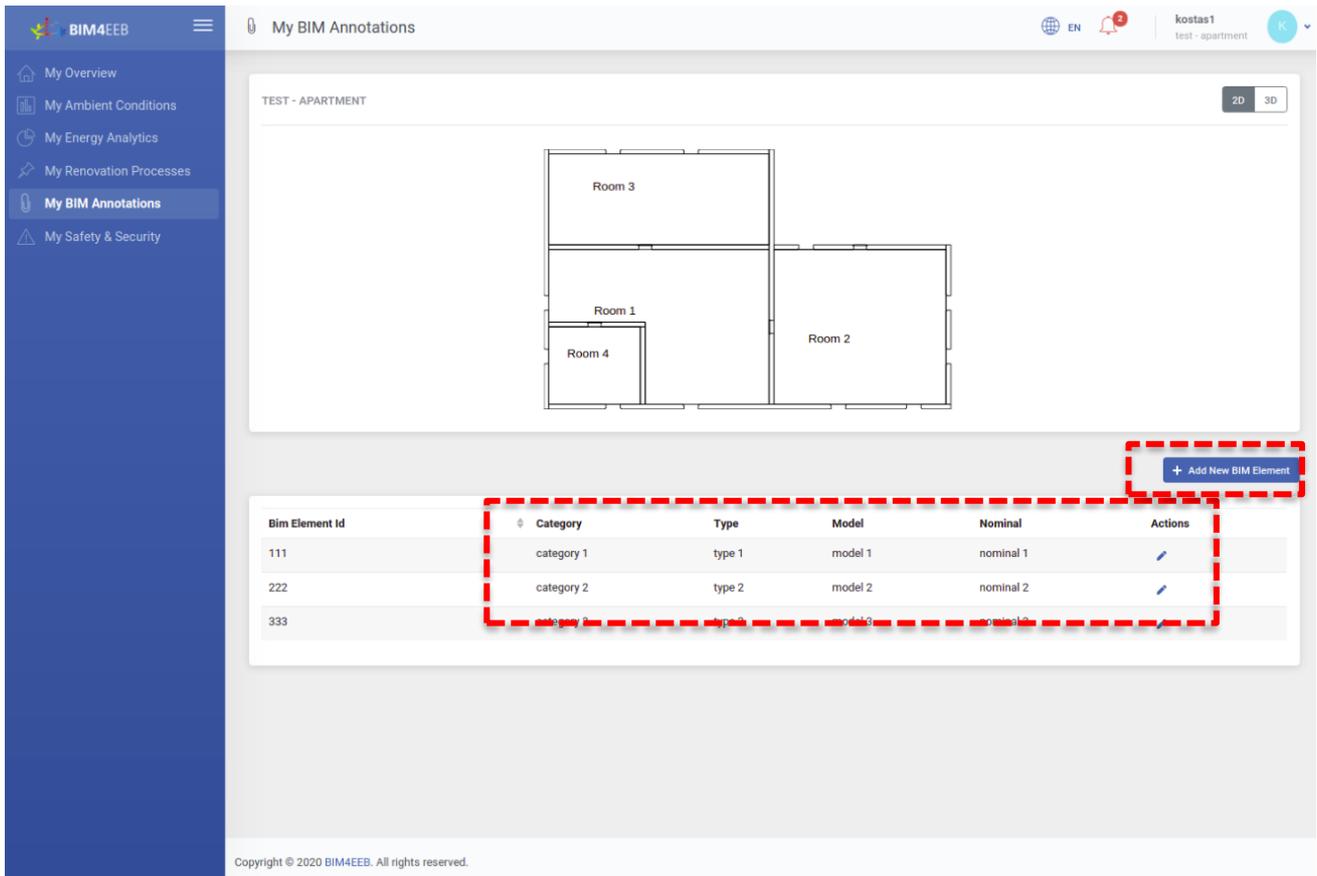
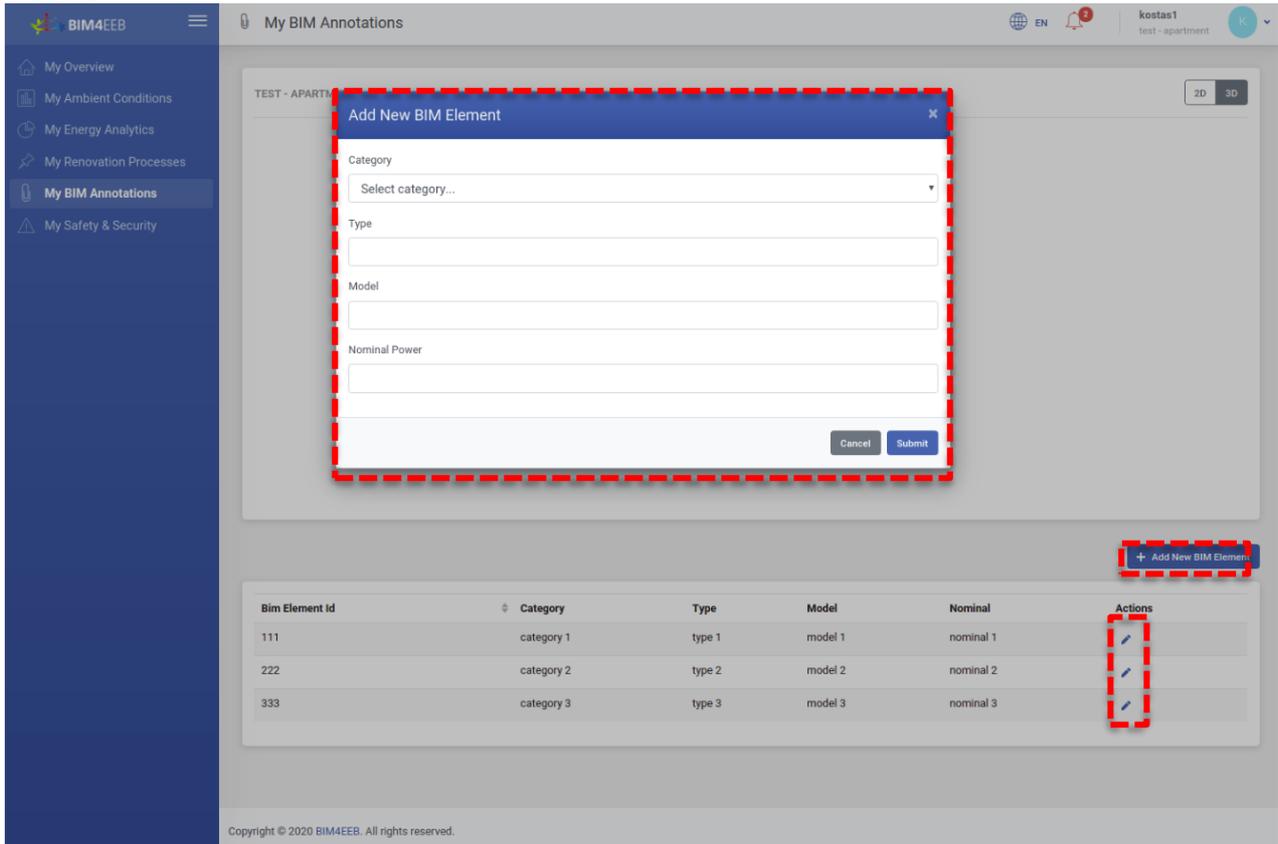


Figure 28: My BIM Annotations Screen

In addition, you'll have a floor plan for your apartment available. By clicking on this icon , you can choose a 3D or 2D view.

From the Actions item, you can edit the information about the equipment in the list, while clicking on the icon  you can add a new item



The screenshot displays the 'My BIM Annotations' interface. A modal dialog titled 'Add New BIM Element' is open, featuring a 'Category' dropdown menu, and text input fields for 'Type', 'Model', and 'Nominal Power'. Below the dialog is a table listing existing BIM elements. A red dashed box highlights the 'Add New BIM Element' button and the 'Actions' column of the table.

Bim Element id	Category	Type	Model	Nominal	Actions
111	category 1	type 1	model 1	nominal 1	[edit]
222	category 2	type 2	model 2	nominal 2	[edit]
333	category 3	type 3	model 3	nominal 3	[edit]

Figure 29: Add or edit BIM elements

8 My Safety and Security

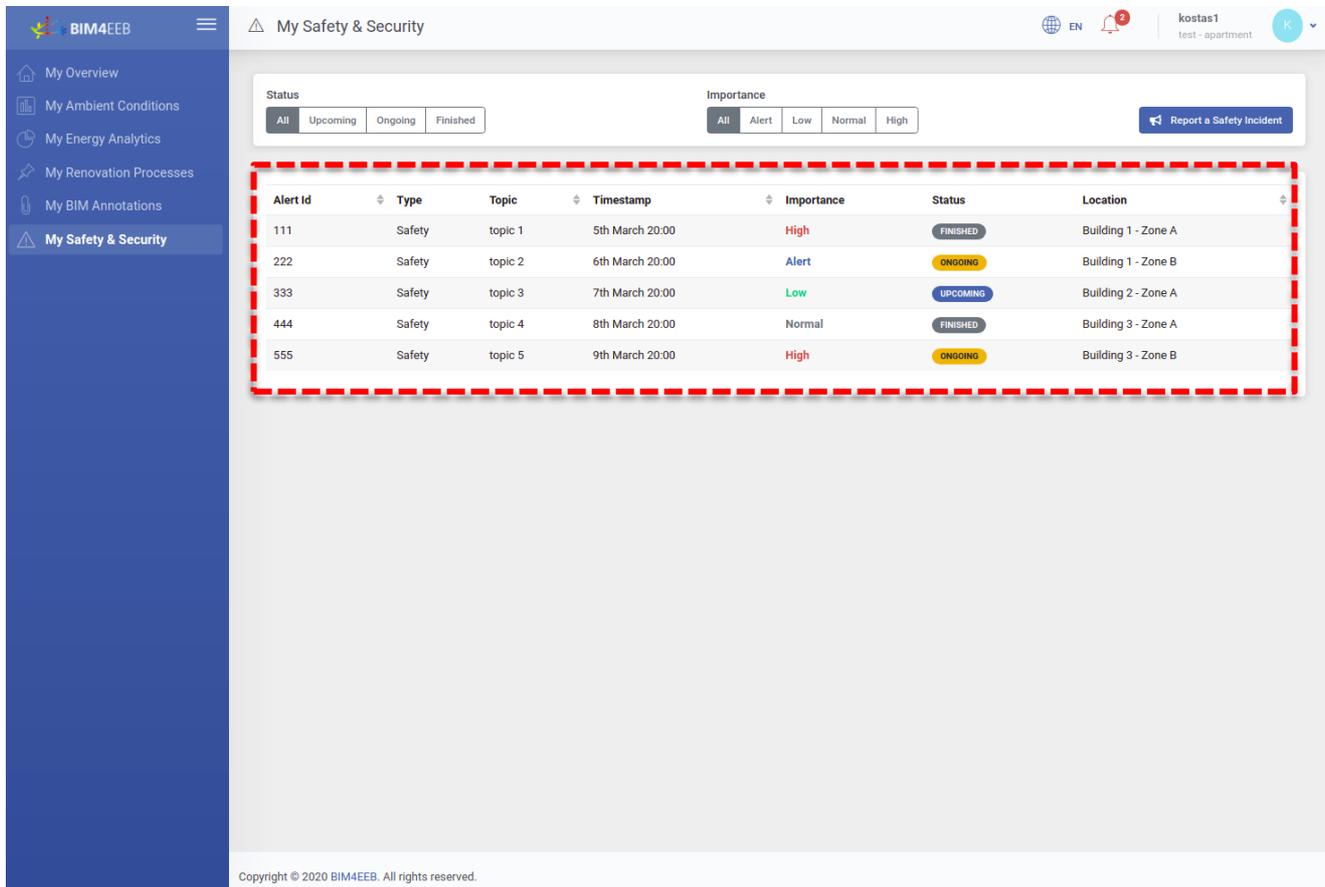


Figure 30: My Safety and Security Screen

My Safety and Security - Health and Safety allows you to view the log of the work that will be carried out in the building and the relative safety conditions of the environment.

Attention, this information in some stages of this test may not be up to date. We ask you to always pay a careful attention to verify the conditions of the site. We ask you to contact directly the building owner in case of any doubt.

You'll be asked to report the "type" of problem, its "importance", as well as provide a "title" and add a "description" that you can customize. You'll also have the option to insert a representative image.

It is possible to filter them according to the status of the machining and/or the importance of the safety conditions.

This icon  allows you to filter upcoming, ongoing or finished jobs.

This icon allows  you to filter the jobs that will have a risky, low, normal or high impact on your stay in the room while the job is in progress.

In addition, by clicking on , you can send a notification to report a dangerous situation or an accident or an interruption of service.