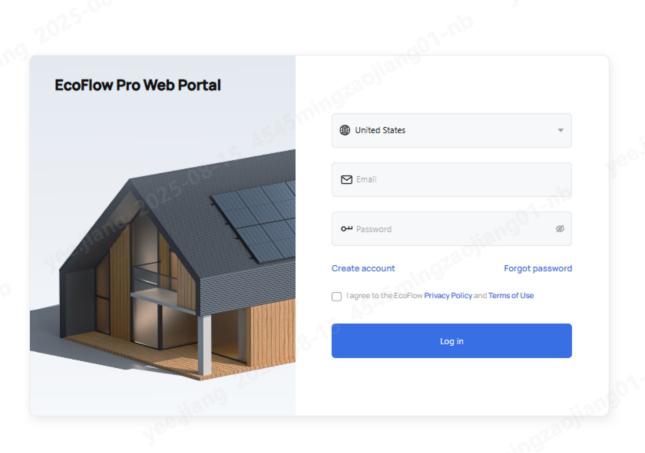


North America Home Storage – Web User Manual for Service Provider V1.0

1. Registration

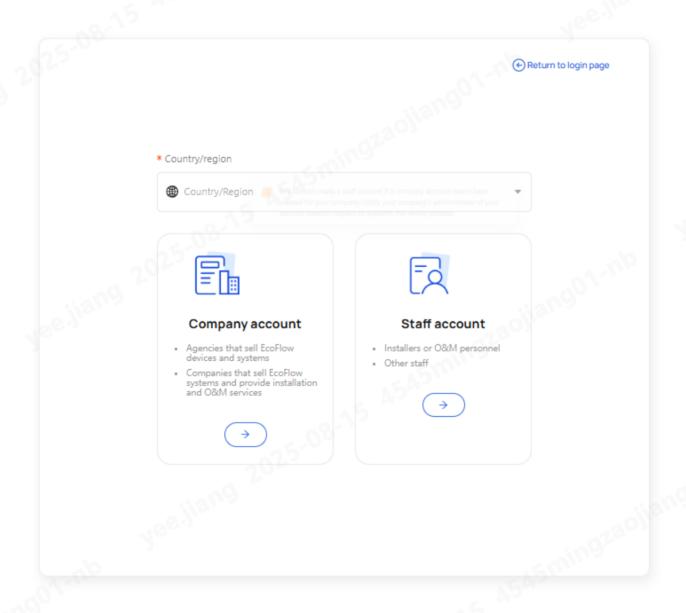
1.1 Create an Account

Click "Create an Account" to enter the registration page.



1.2 Select Registration Country

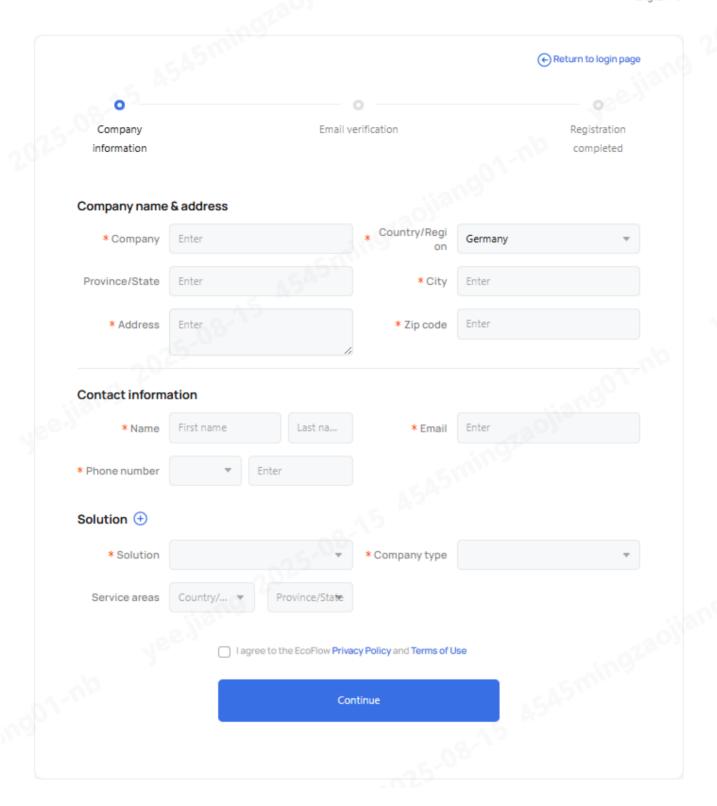
 If you are a service provider company administrator, you are first required to register as a Company Account. • If you are an employee of the service provider company, select **Staff Account** for registration



1.2.1 Register a Company Account

Fill in the relevant information for the Company Account.

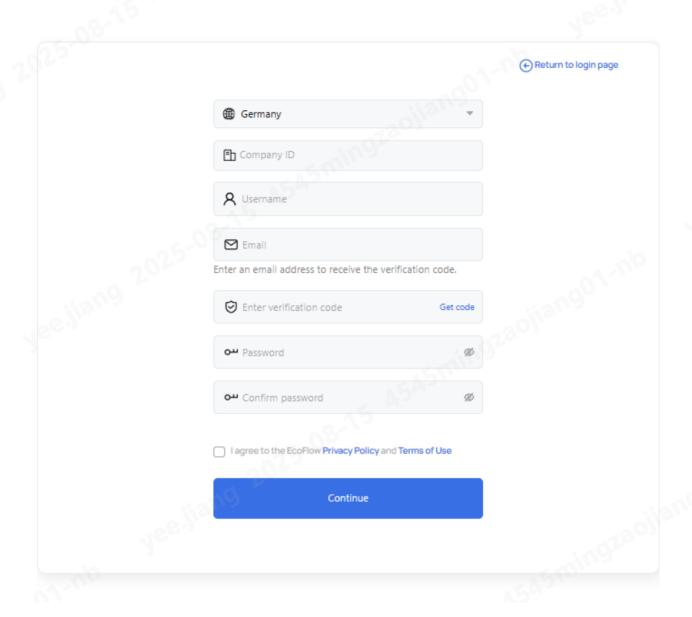
Note: When selecting Solution, choose EcoFlow Ocean Pro Series.



1.2.2 Register a Staff Account

Fill in the Staff Account information.

Note: Enter the **Company ID** of the company you wish to join. The enterprise will review and approve your account afterward.



2. Home Page Functions

2.1 System List – Filter and Search

2.1.1 Statistics for Systems Visible to the Current Account:

- Administrator: Can view all installed systems.
- Installer: Can only view systems commissioned by them.

2.1.2 Function Overview

System Quantity:

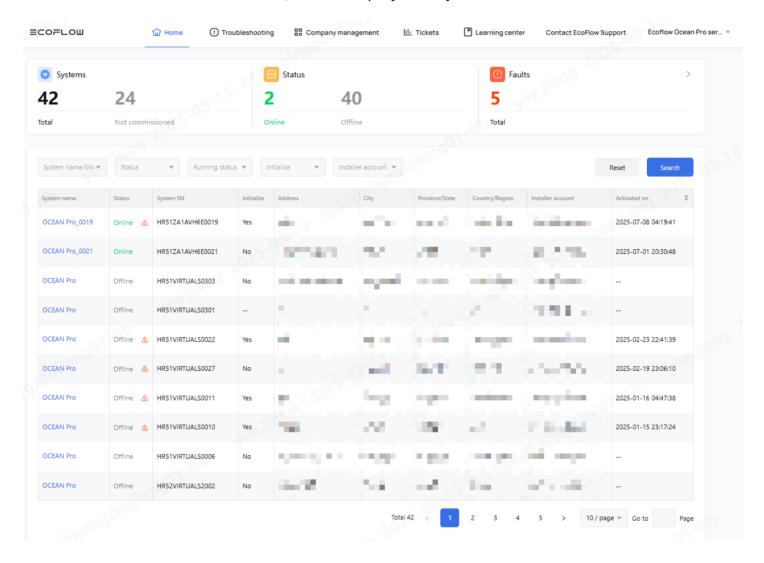
- Total installed systems
- Number of non-commissioned systems

System Status:

- Online systems
- Advanced systems

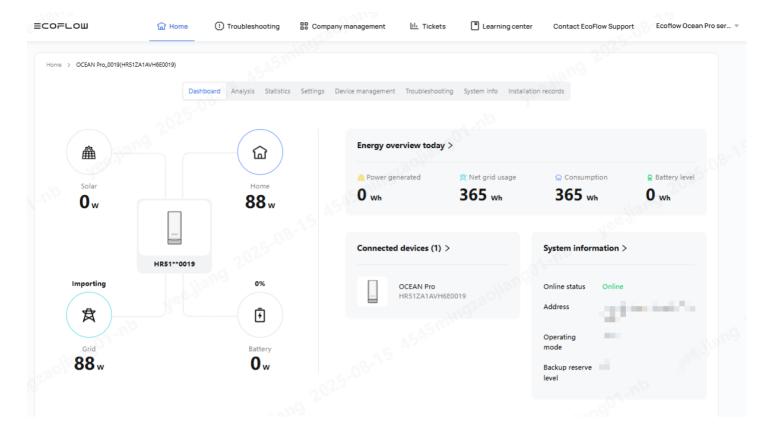
Faults and Errors:

- Total number of faults
- Device list visible to the account; data is displayed only if the device is installed



2.2 View Device Details

Check the energy flow diagram and status of the selected device.



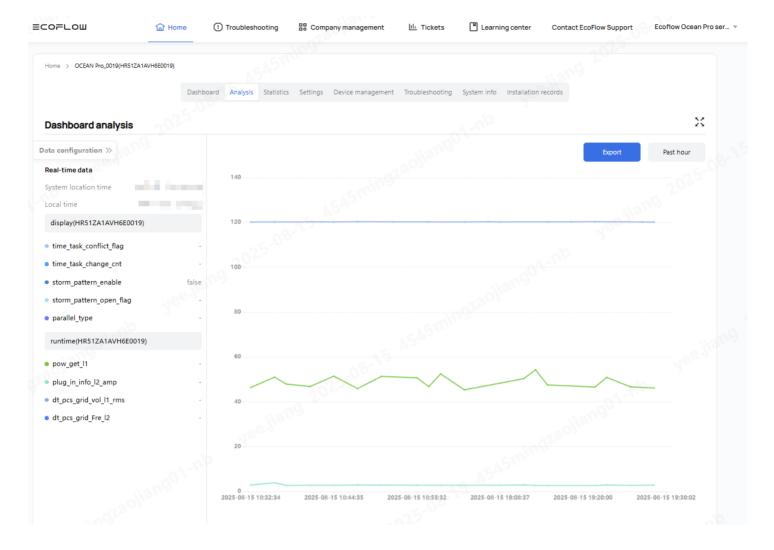
2.3 Data Analysis – Select Component Data

2.3.1 How to Use:

- 1. Check the components whose data you want to view.
- 2. Click Apply.

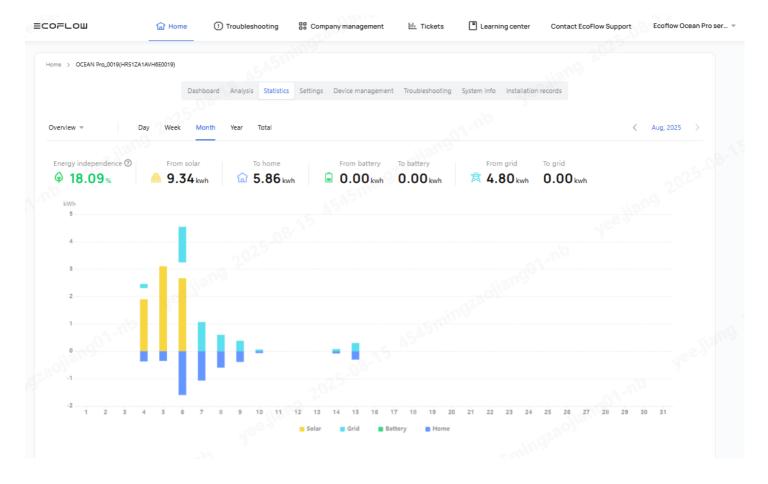
2.3.2 Export Data

• The button supports exporting component data.



2.4 View Historical Energy Flow Data

• Data can be viewed by **Day, Week, Month, or Year**.

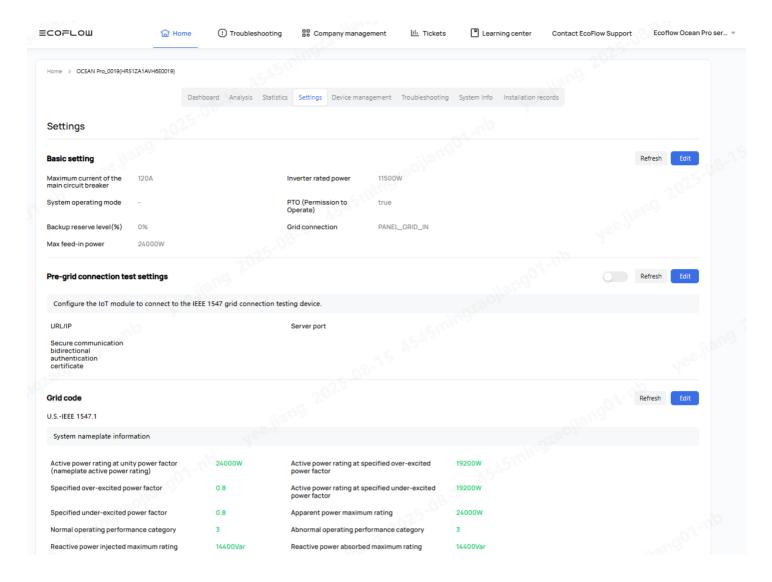


2.5 Configure Device Basic Information

• Set grid connection test parameters and edit safety settings.

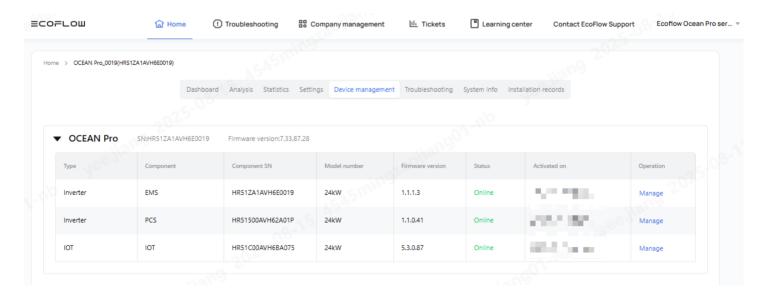
2.5.1 How to Use:

- 1. Click **Edit** to modify safety settings and other parameters.
- 2. Click **Save** after making changes.



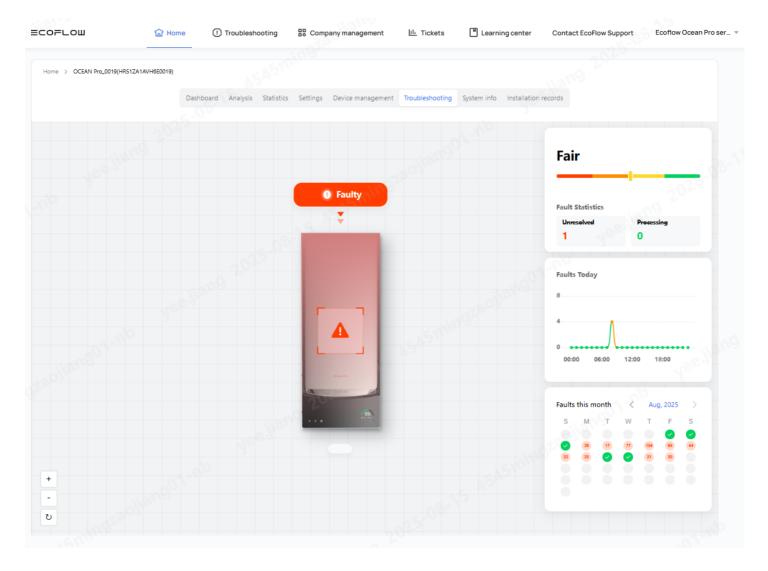
2.6 Manage Device Components

• View status, version numbers, and other component information.



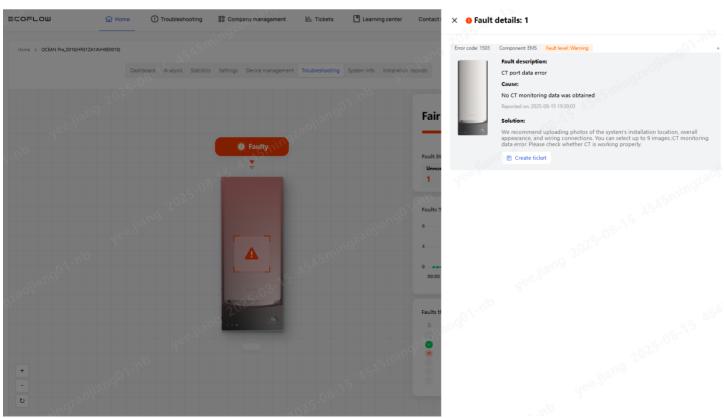
2.7 Device Fault and Status Diagnostics

• Monitor fault time, date, and device status.



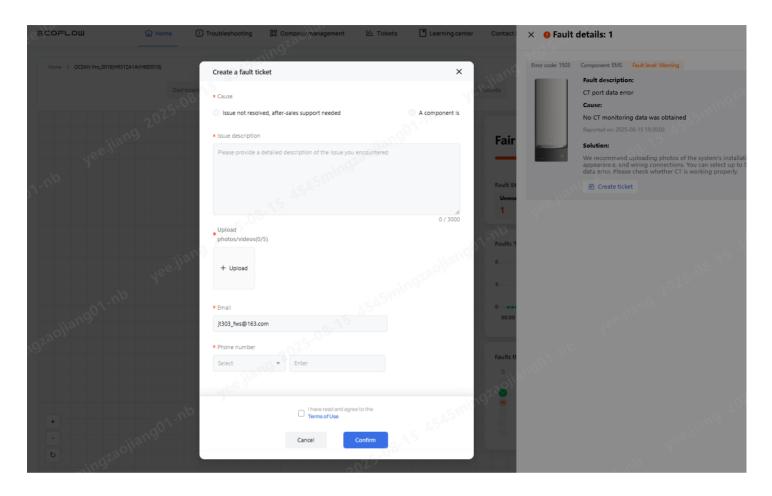
2.8 View Fault Details

• Provides recommended solutions.

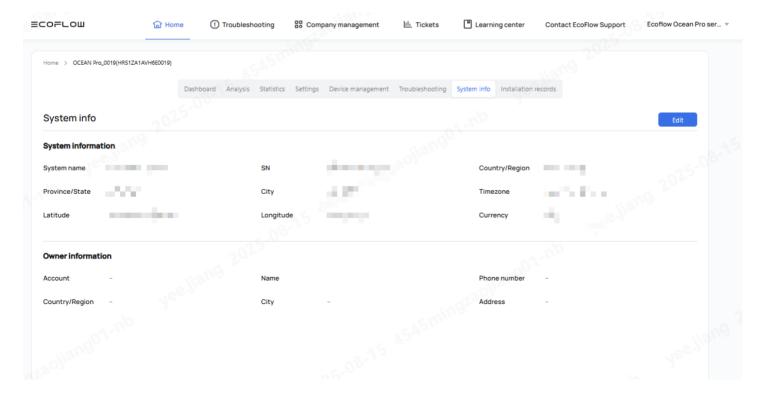


2.9 Create a Support Ticket Based on Fault Details

Submit to EcoFlow for assistance in resolving issues.

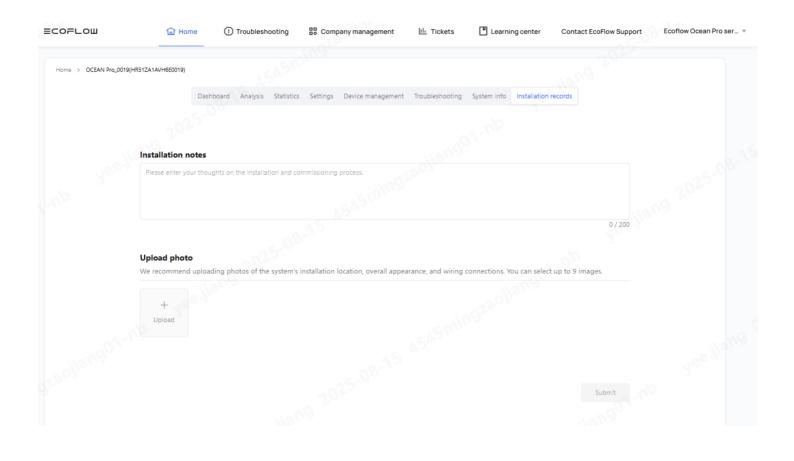


2.10 Edit Device and Owner Information



2.11 Installation Records

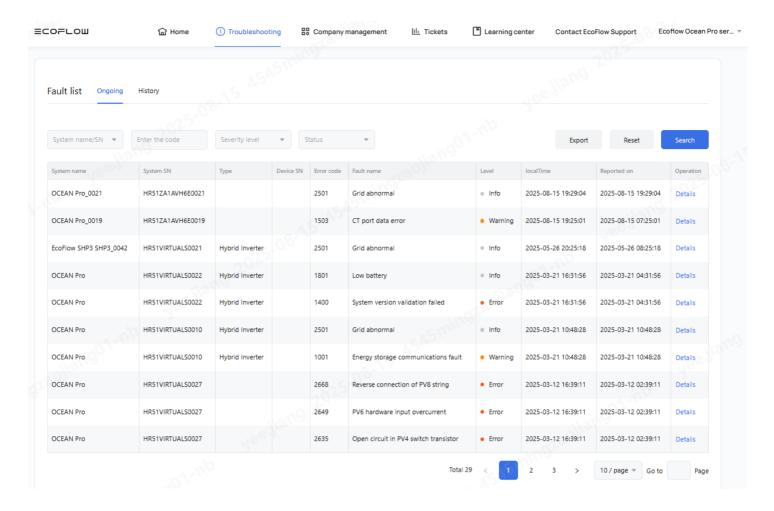
• Leave comments or upload images to provide feedback to EcoFlow.



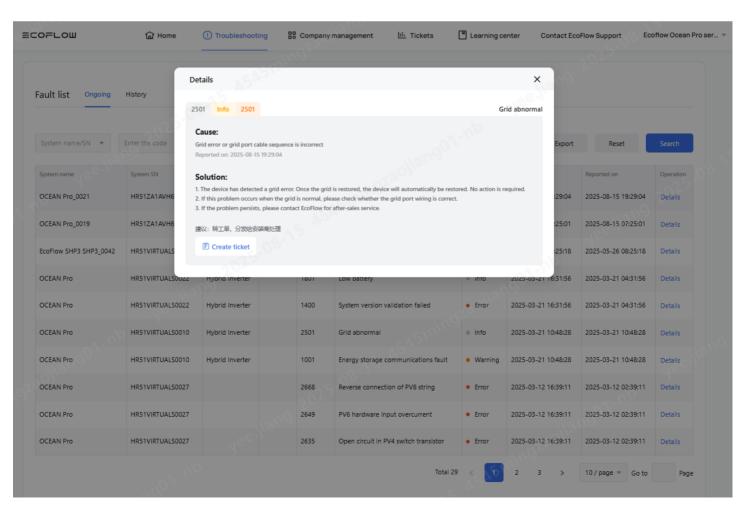
3. Faults and Notifications

3.1 View Real-Time Fault Overview

• Information can be filtered.

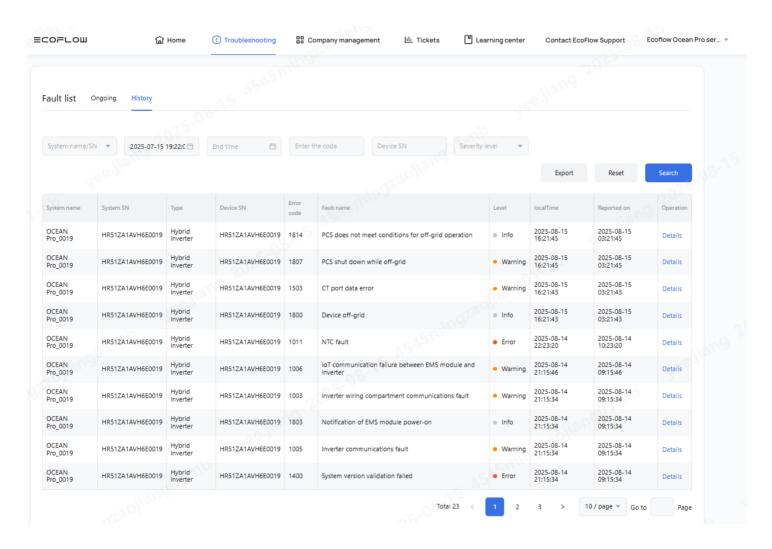


3.2 View Details of a Real-Time Fault

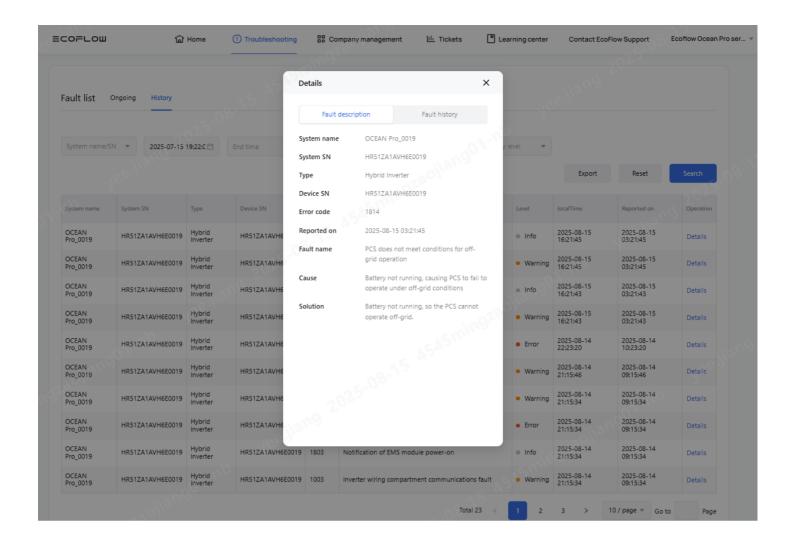


3.3 View Historical Fault Overview

Information can be filtered.



3.4 View Details of a Historical Fault

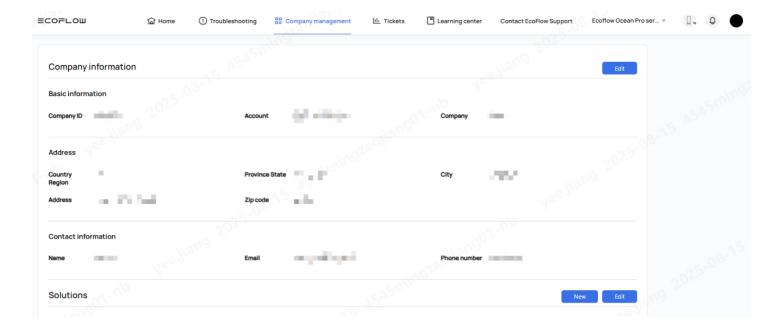


4. Enterprise Management

4.1 Edit Enterprise Information or Add Qualifications

4.1.1 Notes:

- Only **Administrators** can modify; other roles can only view.
- The Company ID here is what employees enter when applying for an account.

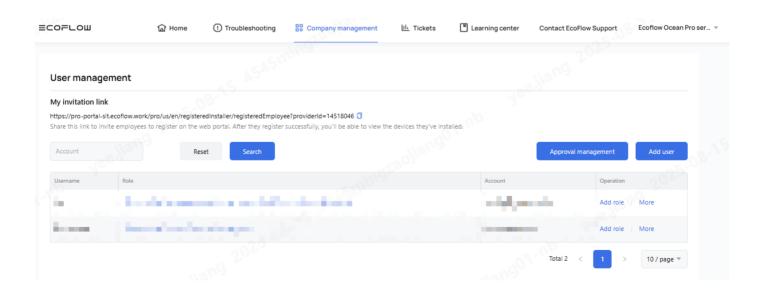


4.2 Add / Remove Staff Accounts

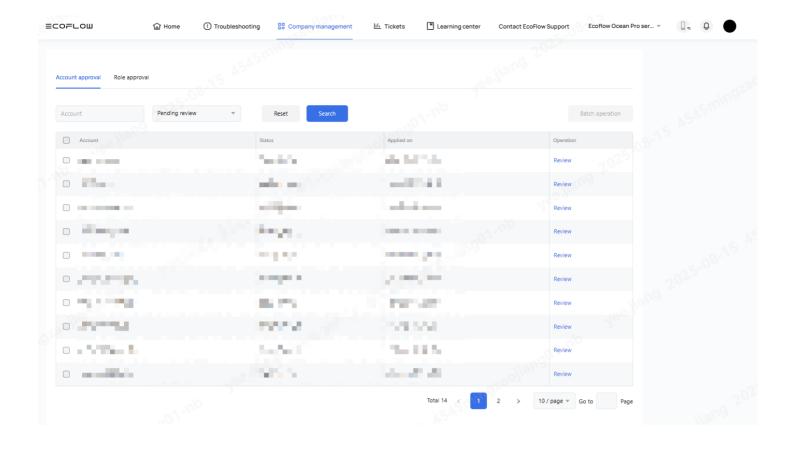
• Assign company roles to each user.

4.2.1 Notes:

- Administrator-only function; shows all accounts under the company.
- Manage accounts:
 - Add Role: Assign a company role
 - Add User: Actively add staff accounts



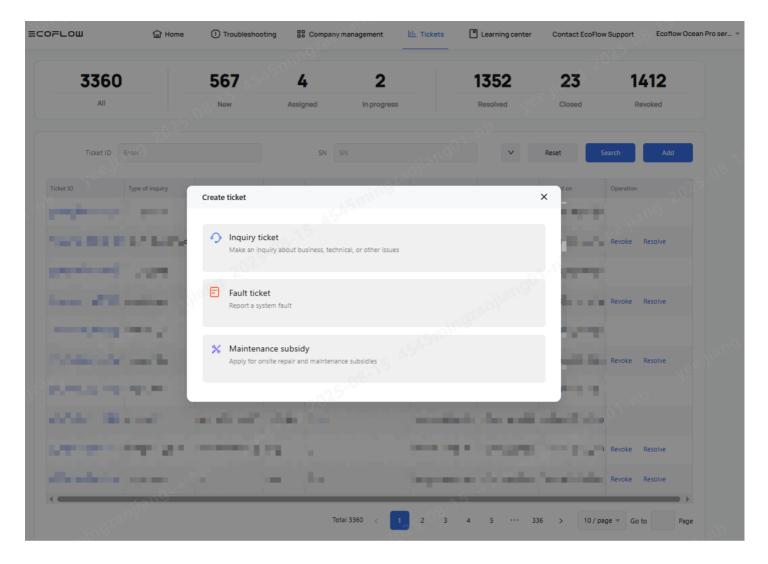
4.3 Review Company User Join Requests and Role Applications



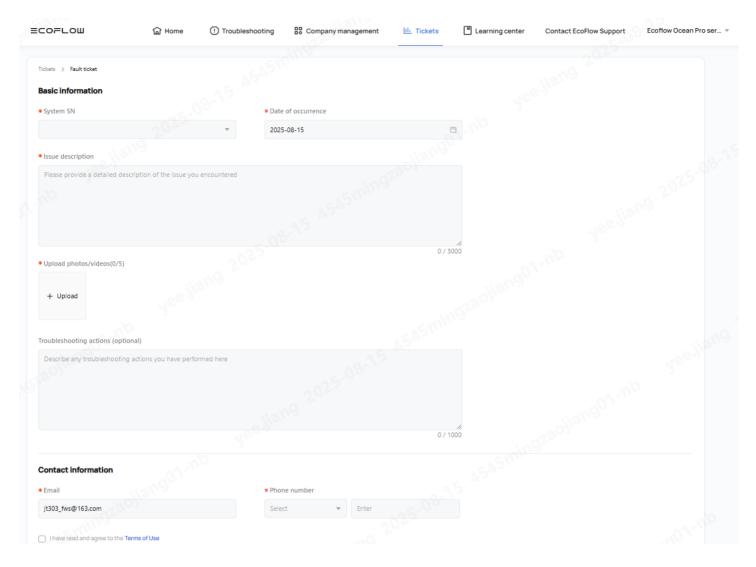
5. Support Tickets

5.1 Submit a Question/Issue Ticket to EcoFlow

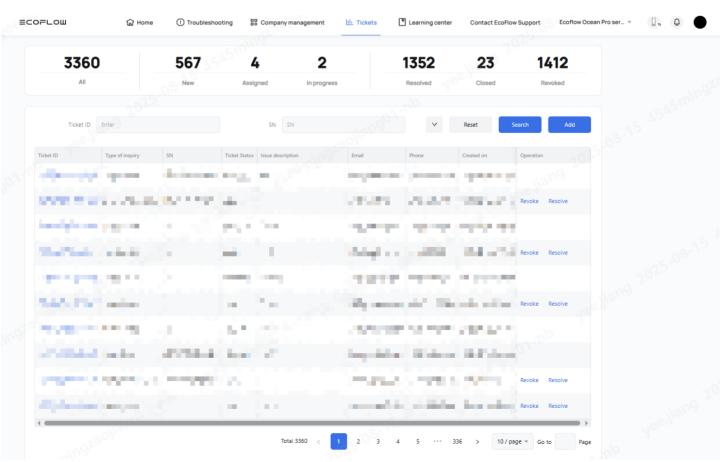
• Tickets are divided into three categories.



5.2 Fill in Issue Information Under the Appropriate Ticket Type

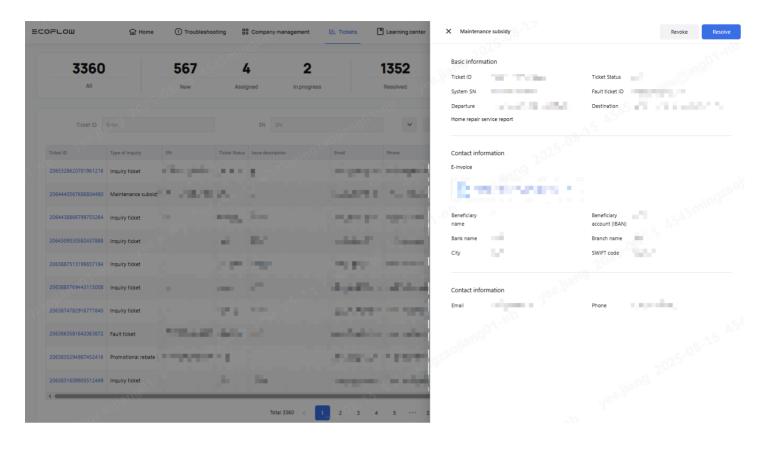


5.3 View Submitted Tickets



5.4 Query Tickets

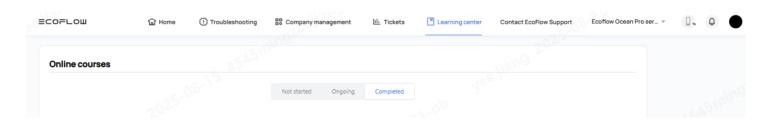
Choose to resolve or cancel tickets.



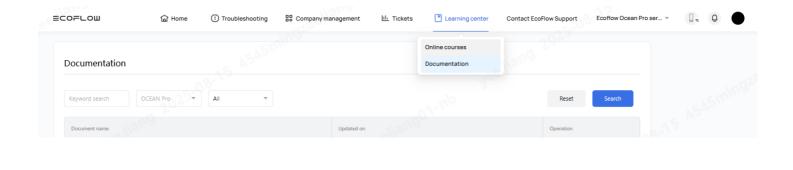
6. Learning Center

6.1 Access Online Courses

- Courses are provided as videos for certification and training.
- Course status: Not Started, In Progress, Completed.



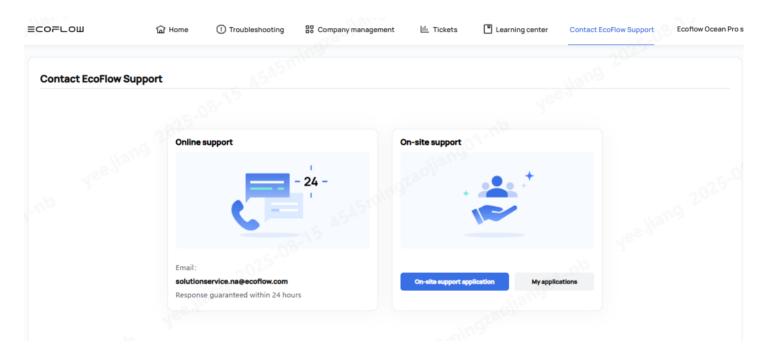
6.2 Download Learning Manuals



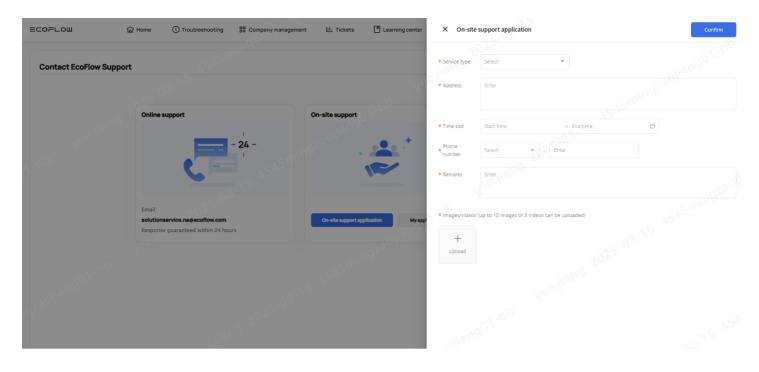
7. Service Support

7.1 Request Online or Offline Support from EcoFlow

• Online: Contact via email.



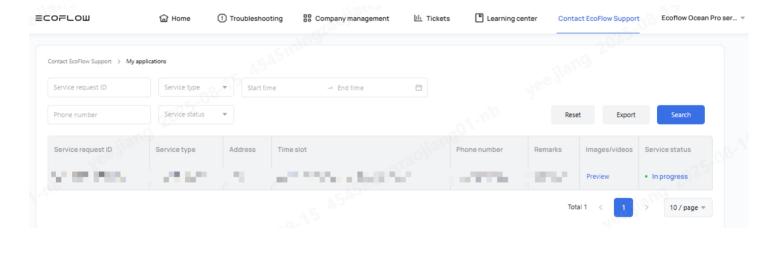
7.2 Submit an Offline Support Request



7.3 View Offline Support Applications

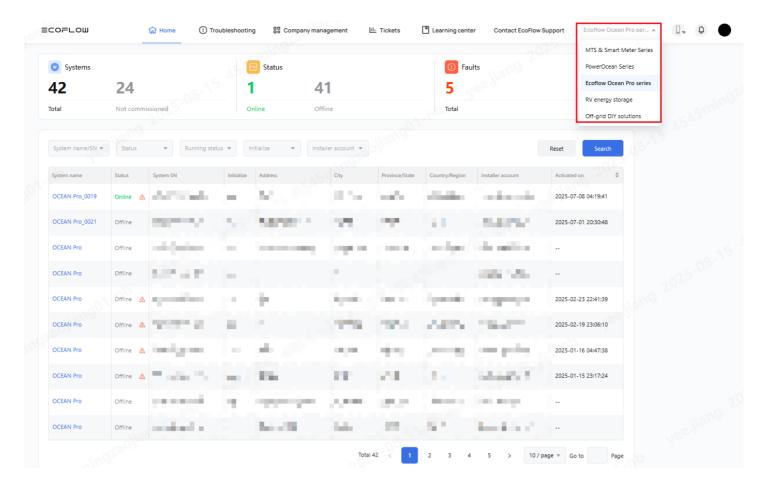
7.3.1 Notes:

Displays processing method and progress of submitted offline support.

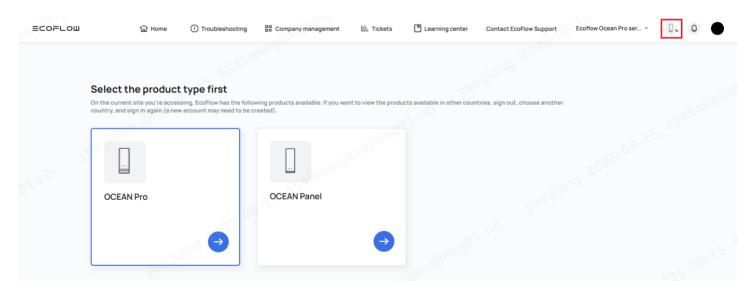


8. Others

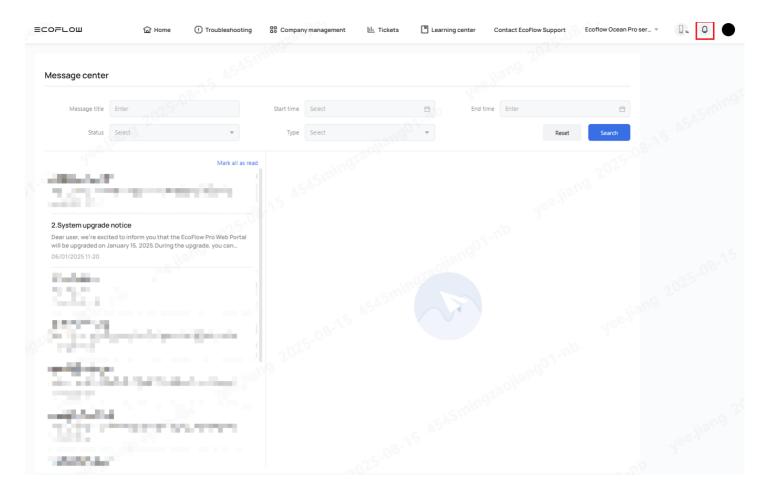
8.1 Enterprises with multiple qualifications can switch between qualifications.



8.2 Filter the product types you want to view; the page will display only data for selected products.

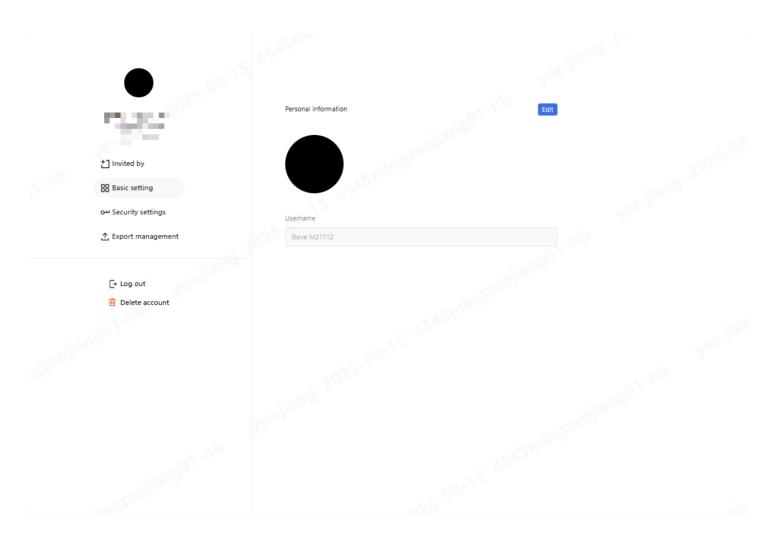


8.3 The Message Center at the top-right shows notifications and activity updates from EcoFlow.

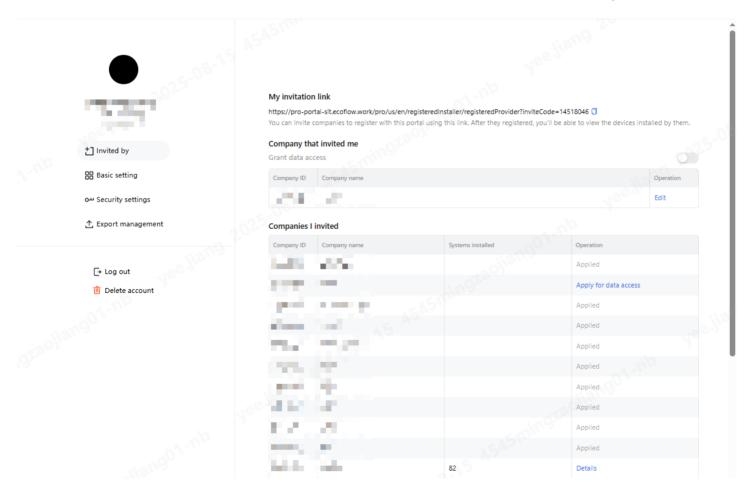


8.4 Manage Personal Account

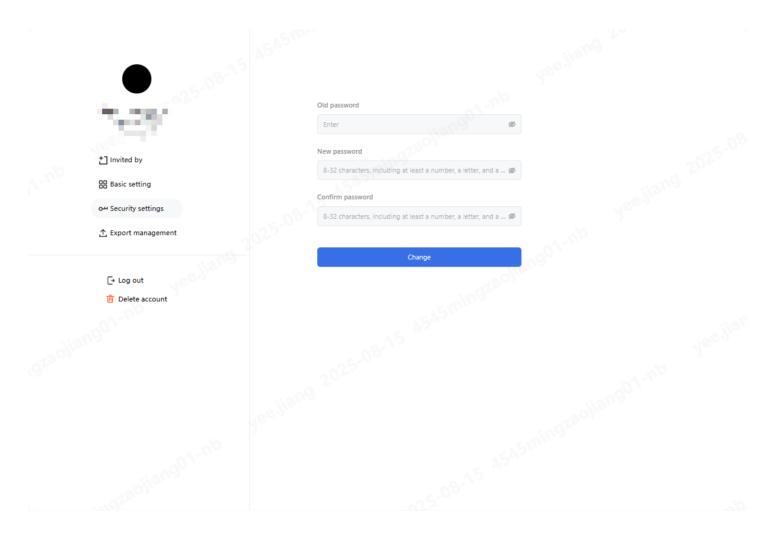
8.4.1 Edit Username and Profile Picture



8.4.2 Invite Subsidiaries or Share Device Data with Other Companies



8.4.3 Change Account Password



8.4.4 Download Exported Device or Fault Data

