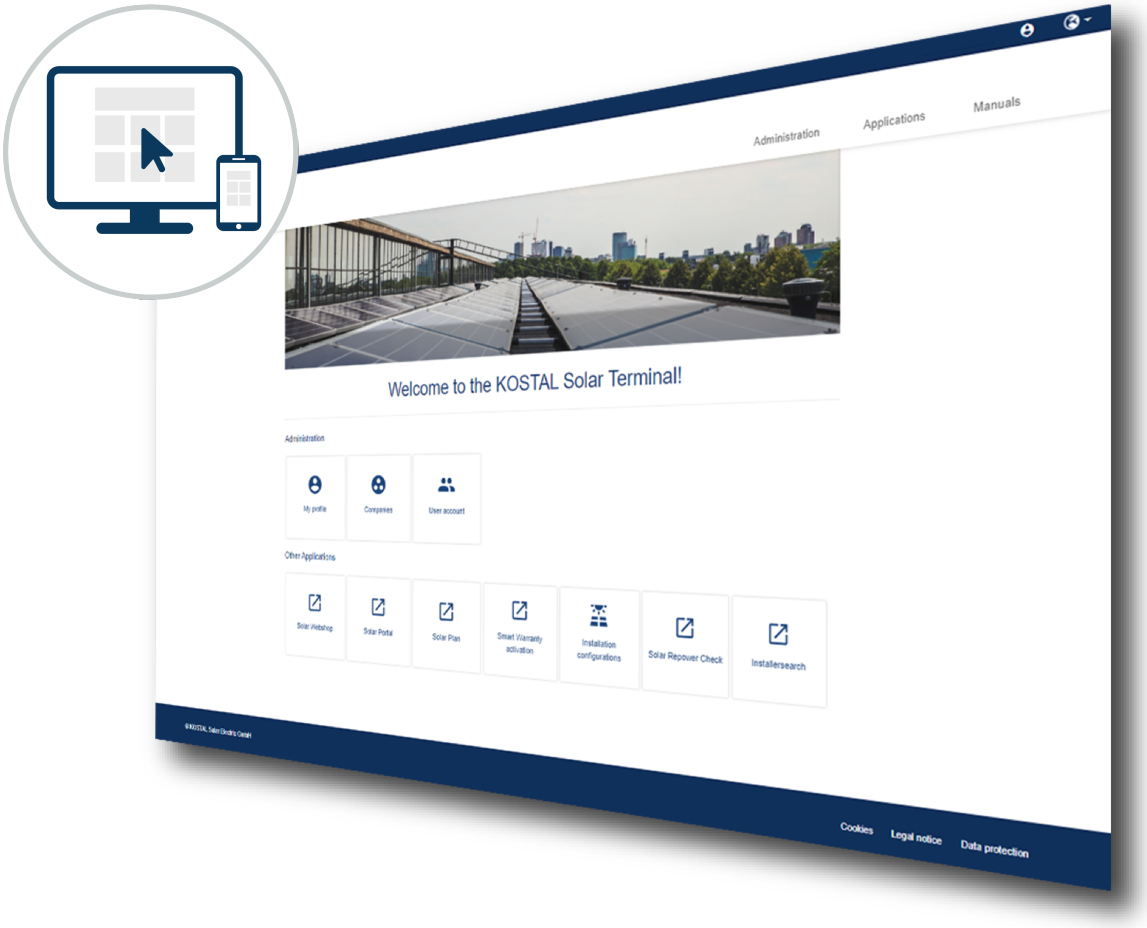
SOLAR ELECTRIC

KOSTAL Solar Terminal

The central platform for all KOSTAL applications



Operating manual

Legal notice

KOSTAL Solar Electric GmbH
Hanferstraße 6
79108 Freiburg i. Br.
Germany
Tel. +49 (0)761 477 44-100
Fax +49 (0)761 477 44-111

www.kostal-solar-electric.com

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General note on gender equality

KOSTAL Solar Electric GmbH is aware of how language impacts on gender equality and always makes an effort to reflect this in documentation. Nevertheless, for the sake of readability we are unable to use non-gender-specific terms throughout and use the masculine form instead.

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1. About this manual

Read this manual carefully in its entirety. It forms part of the KOSTAL Solar Terminal application of KOSTAL Solar Electric GmbH and contains important information. Most of the user guidelines are self-explanatory.

If you have any technical questions, simply contact our service hotline.

Service and contact

Validity of this manual

This manual applies to all KOSTAL components and is aimed at system planners for PV systems and operators.

Navigation in the document

In order to enable navigation through this document, it contains clickable areas.

The table of contents takes you to the specified chapter in one click.

You can navigate to the referenced points in the document within the instruction text using the cross-references.

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2. Safety

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2.1 Proper use

The KOSTAL Solar Terminal is the central point of access to all applications for your inverter.

Some of the applications which can be accessed via the KOSTAL Solar Terminal require advanced technical knowledge of inverters.

Inappropriate planning/configurations can be hazardous and lead to injury or even death for the user or third parties.

Material damage to the device and other equipment can also occur.

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2.2 The operator's obligations

As the administrator, you are responsible for the proper use of the product.

This includes the following obligations:

- ensuring that users have read and understood the manual for the product.
- ensuring that the manual is accessible to all users.
- instructing other users in the product.

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2.3 Exclusion of liability

The KOSTAL Solar Terminal may only be used for its intended purpose. Any use that differs from or goes beyond the stated intended purpose is considered inappropriate. The manufacturer accepts no liability for any damage resulting from this.

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Any instance of misuse of the KOSTAL Solar Terminal will result in the termination of the warranty, guarantee and general liability of the manufacturer.

KOSTAL Solar Electric GmbH assumes no liability for any damage resulting from non-observance of this manual.

KOSTAL Solar Electric GmbH does not provide any quality guarantee when providing data specifications or other descriptions of the software, even if they refer to DIN standards and/or other standards.

KOSTAL Solar Electric GmbH provides no guarantee that the application will interact with third-party software programs and will not infringe on their rights.

KOSTAL Solar Electric GmbH assumes no liability for damages or financial deviations to layouts that occur in connection with the operation of the planned photovoltaic system. The planning results are no substitute for users checking the system configuration themselves. The Terms and Conditions of Use apply.

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3. About the KOSTAL Solar Terminal

Welcome to the user manual for the KOSTAL Solar Terminal.

We are delighted that you have chosen our platform, which has been developed to give you seamless access to all relevant information and services relating to solar power.

At a time when renewable energies are gaining in importance and solar systems have a significant role to play in the provision of sustainable power, it is crucial that, as an operator of a solar system, you have simple and efficient access to your data and services. And this is exactly what the KOSTAL Solar Terminal gives you.

This manual has been produced especially for you as a step-by-step guide to making optimum use of all the functions and options available on the Solar Terminal. In the various chapters, we will guide you through the key features and options, provide you with useful tips and suggestions and show you how to make efficient use of the KOSTAL Solar Terminal.

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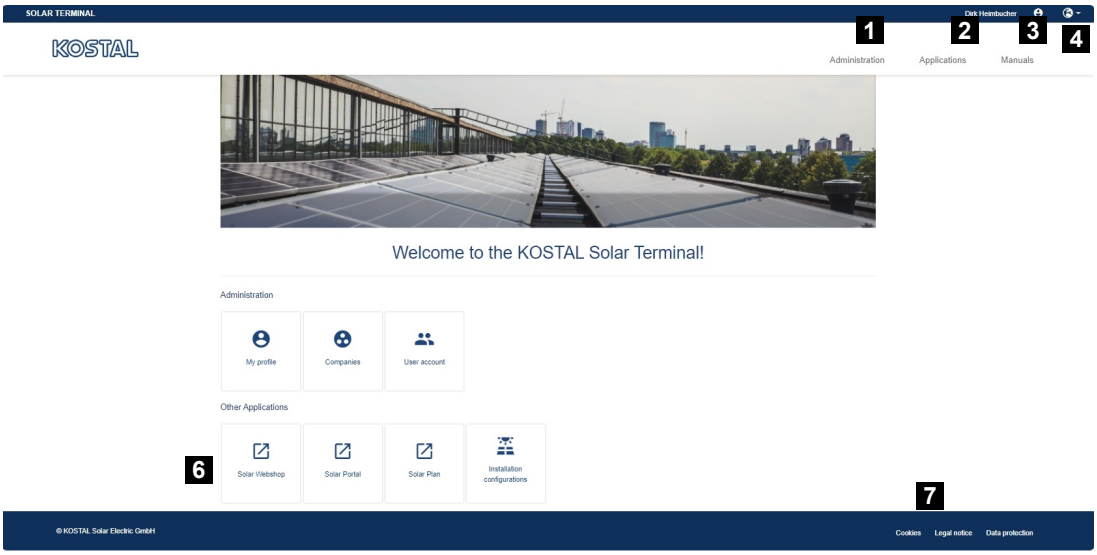
4. Structure of the KOSTAL Solar Terminal

In addition to the desktop version, the Solar Terminal is also available in a mobile version. The following chapter provides a brief overview of the basic structure of the desktop and mobile versions.

Desktop version



1 Administration menu
2 Links to KOSTAL applications
3 First steps instructions
4 User menu
5 Change language
6 Dashboard tiles
7 Cookie settings

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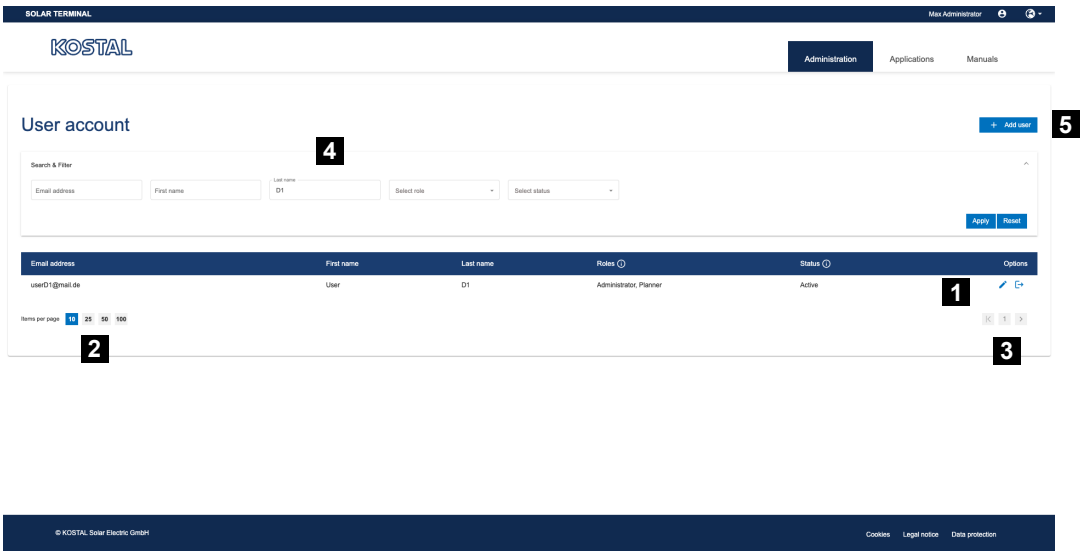
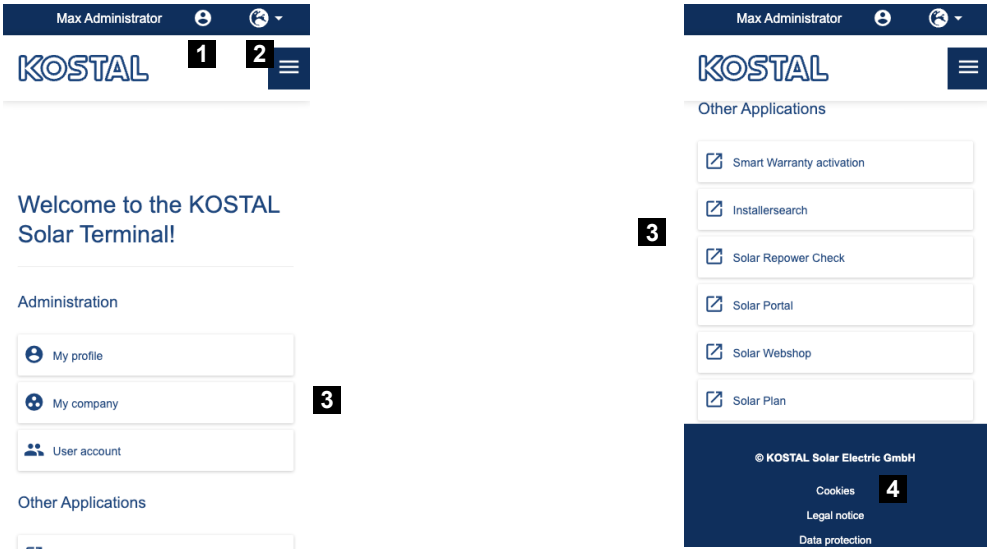


1 Actions
2 Select page size
3 Change pages
4 Search fields
5 Add users

Mobile version

Image and key



1 User menu
2 Change language
3 Dashboard tiles
4 Cookie settings

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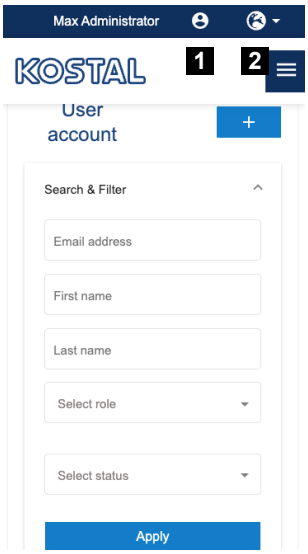

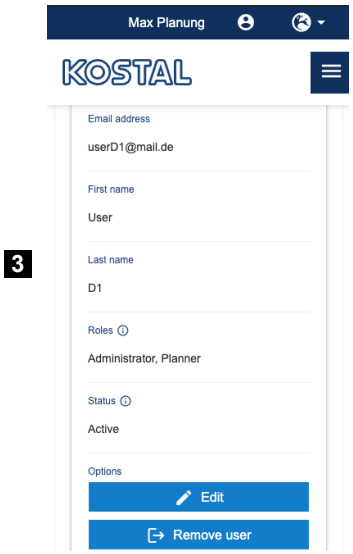

1 User menu
2 Change language
3 Dashboard tiles
4 Cookie settings

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5. Functions available without a registered user account

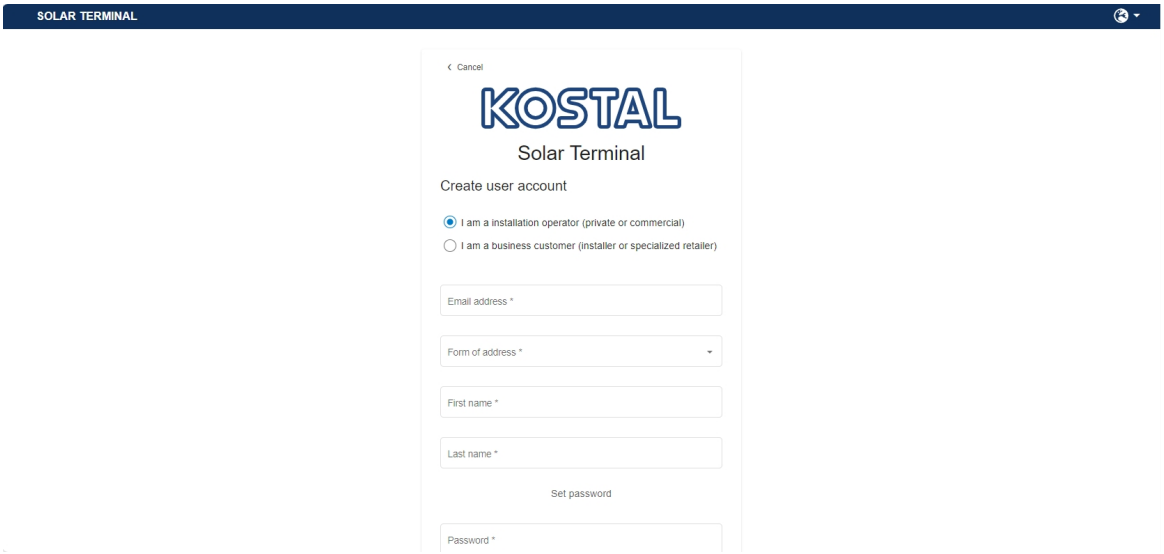
To gain access to the KOSTAL Solar Terminal and all associated services, you first need to register. This involves providing personal data such as your e-mail address, name and desired password. You then need to agree to the Terms and Conditions of Use and data protection declaration. After that, the Solar Portal will send you an e-mail containing an activation link. Once you have confirmed this, you can log in using your access details.

There are basically two forms of registration: you can register as a system operator or a business customer.

Change language

The language displayed on the Solar Terminal is determined by your browser settings. However, if you want to use a different language, you can change it at any time in the terminal's language settings. This is saved in your user profile if you have already registered.

Registration as a system operator



Registration as a business customer

As a business customer, you also have to provide the name of your company and other information about your company. Once you have clicked on Save, the VAT ID and address of your company are validated. If this needs amending, you will be notified by e-mail. KOSTAL will then also manually check and approve your company.

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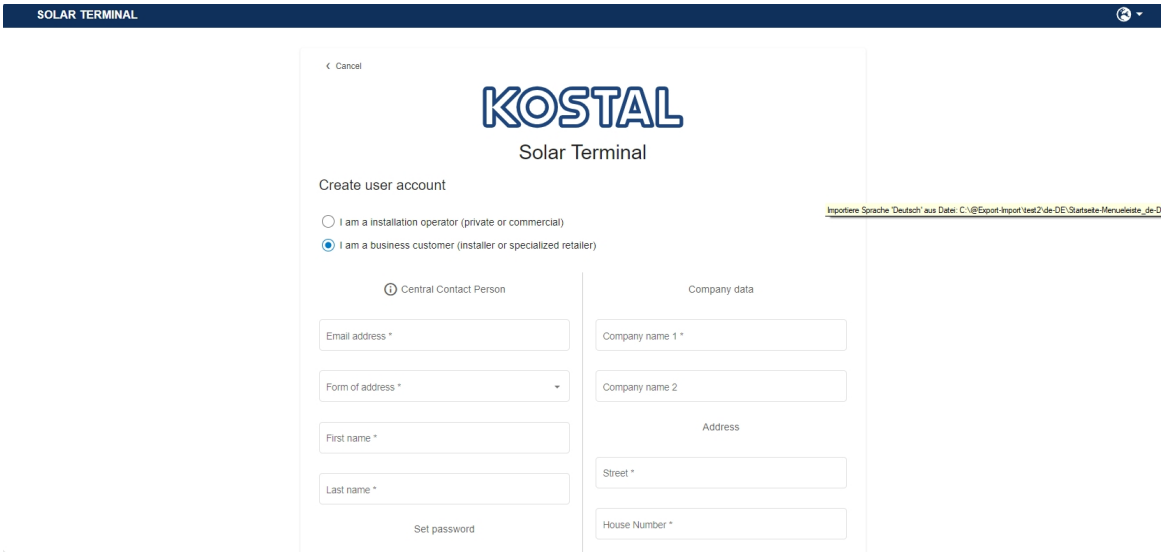
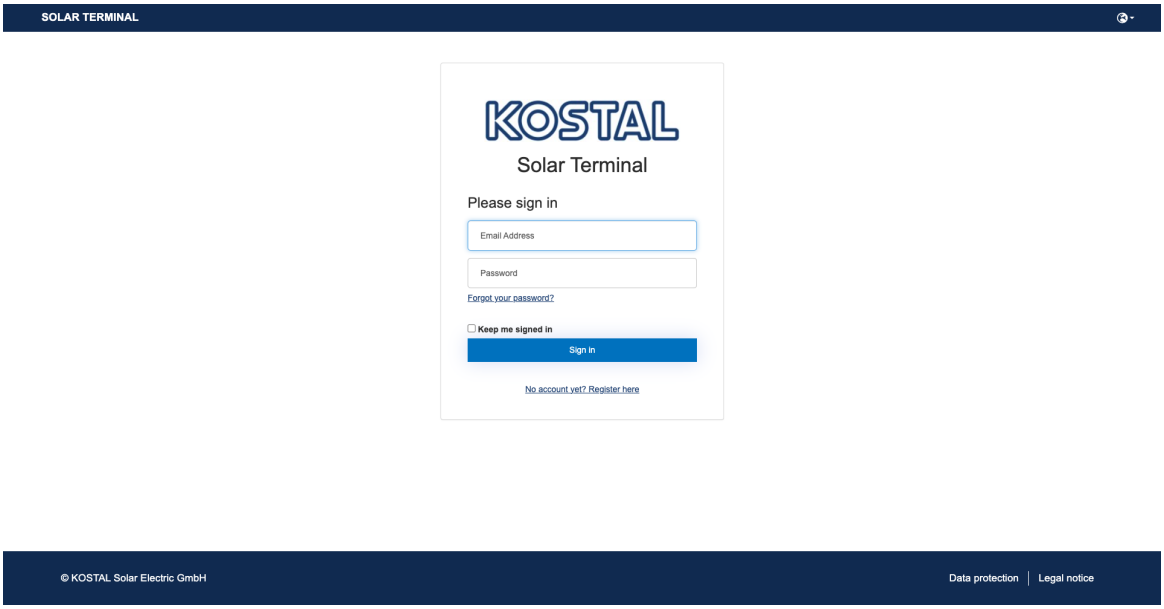


Log-in page

Once your user account has been activated, you can log in with your e-mail address and password and use all the KOSTAL services enabled for you. If you do not want to have to log in again each time you use the terminal, activate the ***Stay logged in*** function.



Forgotten password

If you have forgotten your password for logging in to the KOSTAL Solar Terminal, you can reset this using the ***Forgotten password*** function on the start page. Firstly, enter your e-mail address. Provided that you already have a user account, a verification code will be e-mailed to you. Next, enter this code into the form. You can then set a new password.

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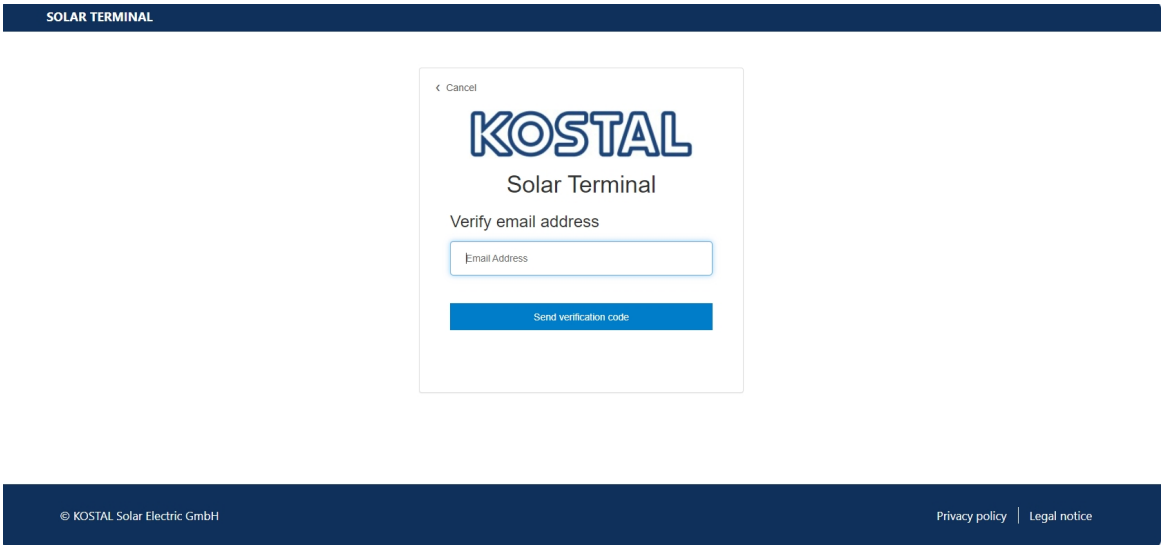
SOLAR TERMINAL
Cancel
KOSTAL
Solar Terminal
Verify email address
Email Address
Send verification code
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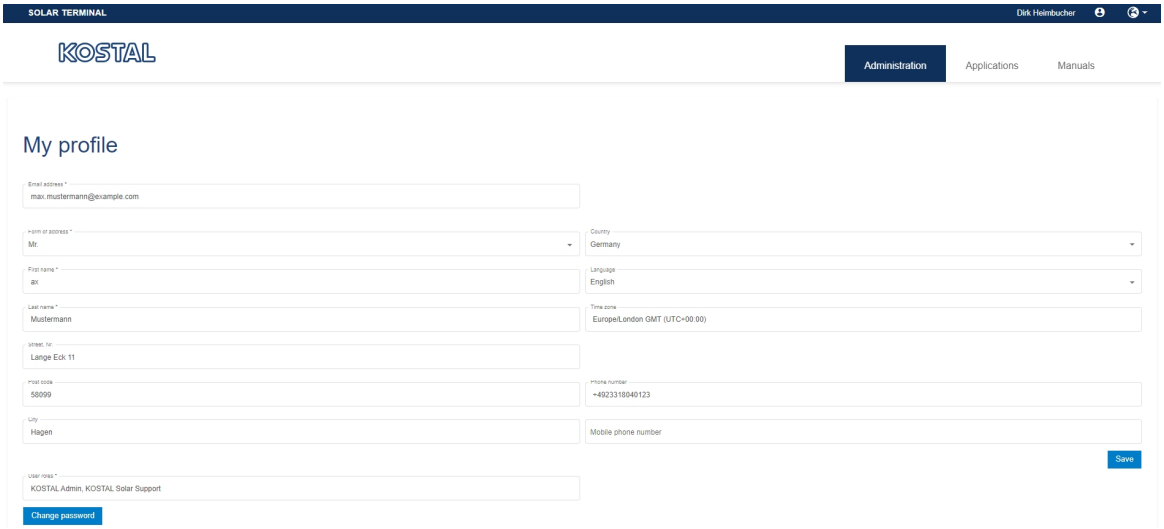
Privacy policy
Legal notice

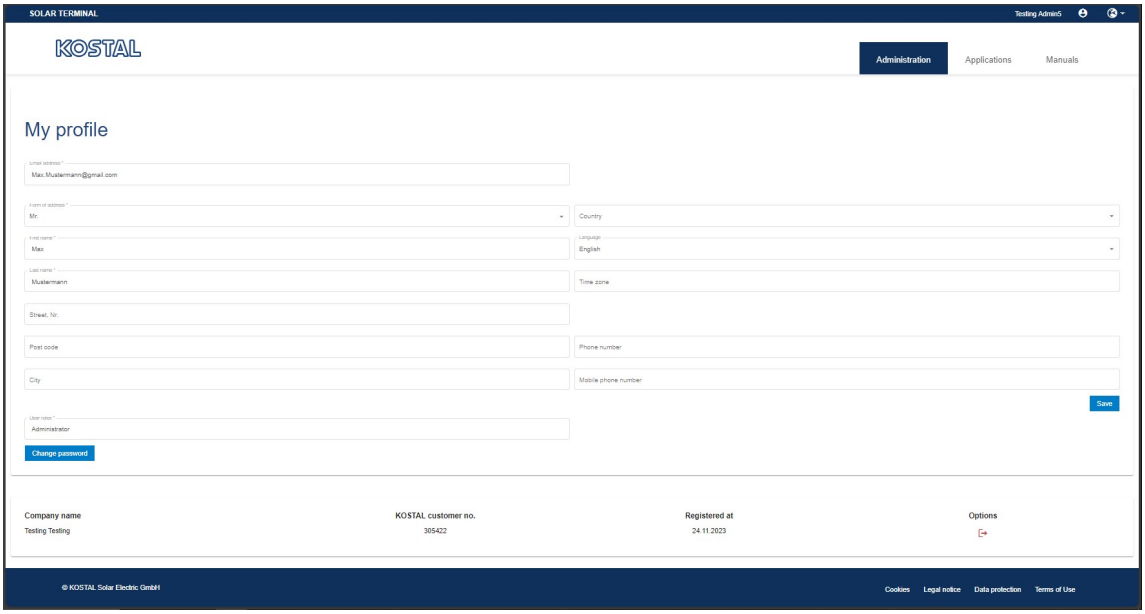
6. Functions for all users

My profile

All users can use the corresponding menu to change their personal data. Once modified, the data entered is transferred to the systems used after logging into the KOSTAL Solar Terminal.



Via your profile, you can also leave your company. In order for this change to take effect, you are logged out and have to then log in again.



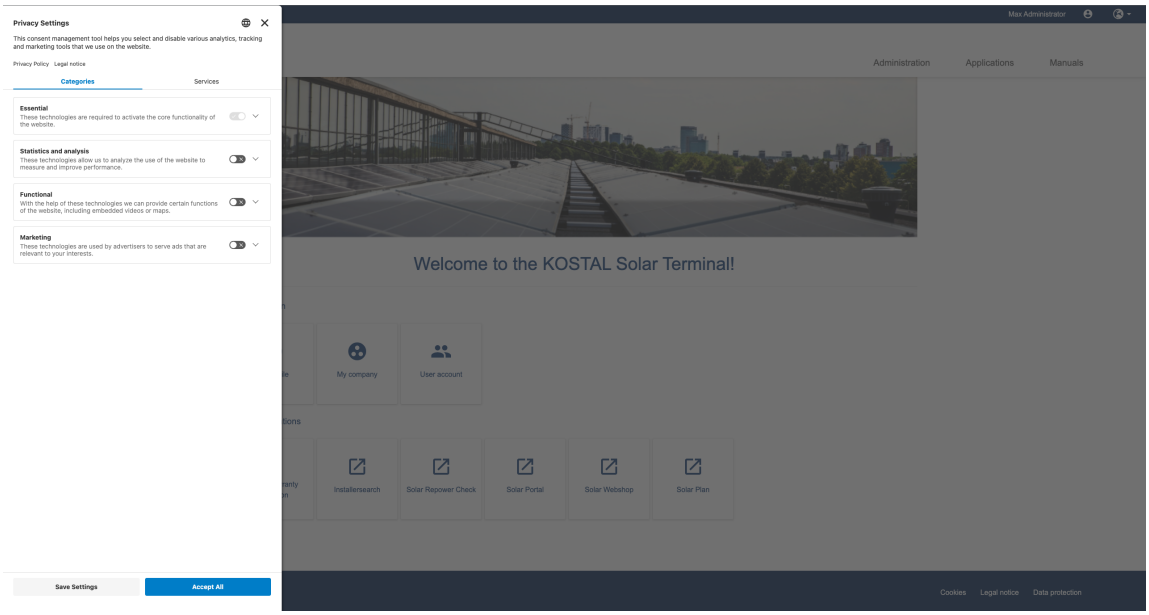
Change password

You can change your password at any time by going to your profile (see Fig. 6). You will first be logged out. Once you have logged in again with your current password, you will be asked to save a new one. Once successfully saved, this password is saved until you next change it.

Cookie notice

The first time you access the KOSTAL Solar Terminal, you will be asked to select your cookie preferences.

You can change your choice of cookie settings at any time by going to “Cookies”. Here you can select or deactivate various analysis, tracking and marketing tools. The “main” cookies cannot be deactivated in order for the core functionality of the website to be retained.



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7. Functions available as a corporate customer

As a corporate customer, you can use the KOSTAL Solar Terminal dashboard to access and log in to the Solar online shop. The online shop provides installers and specialist shops with products that are required for the installation of a photovoltaic system.

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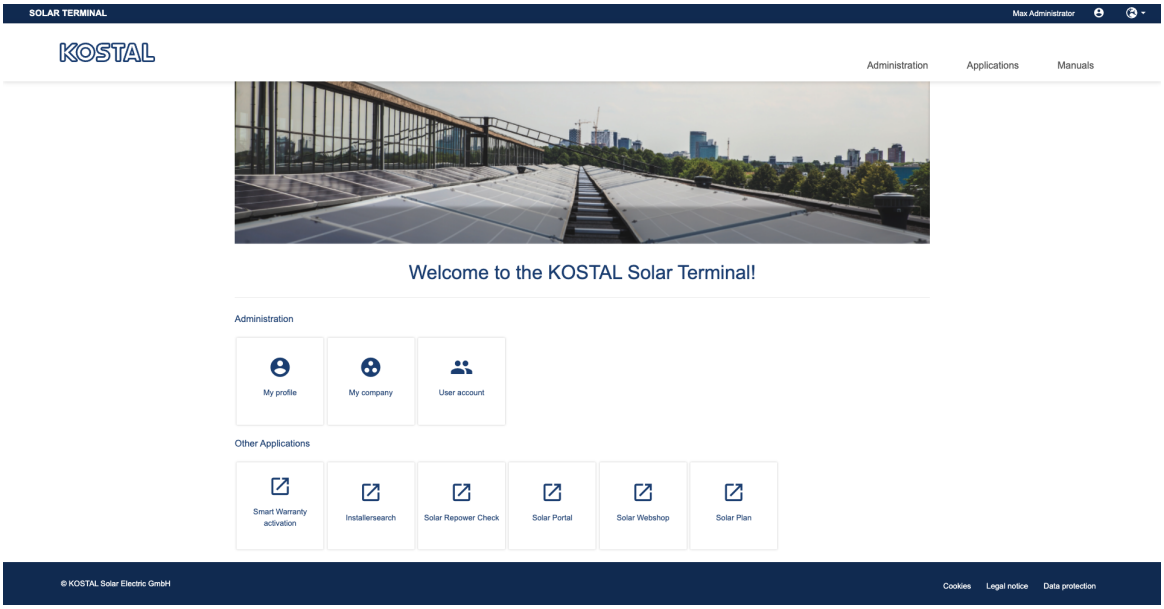
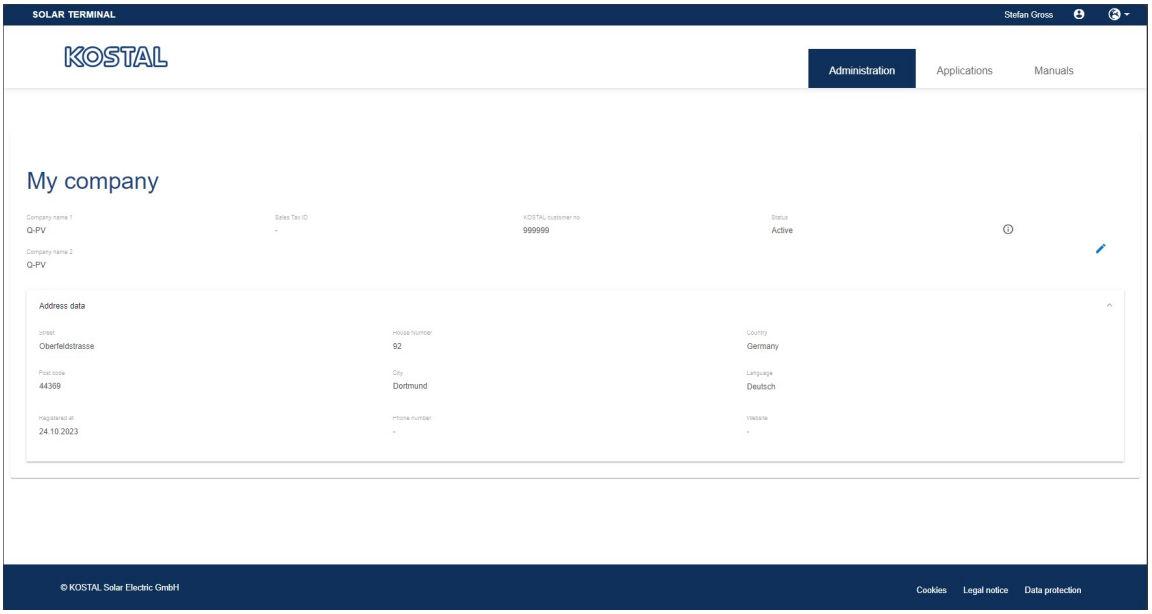
8. Functions available as a corporate administrator



Company profile

As an administrator, you can manage information about your company.

In the ***My company*** area, you can view all the data entered and edit it using the pencil icon. Once saved, the new information for your company is updated.



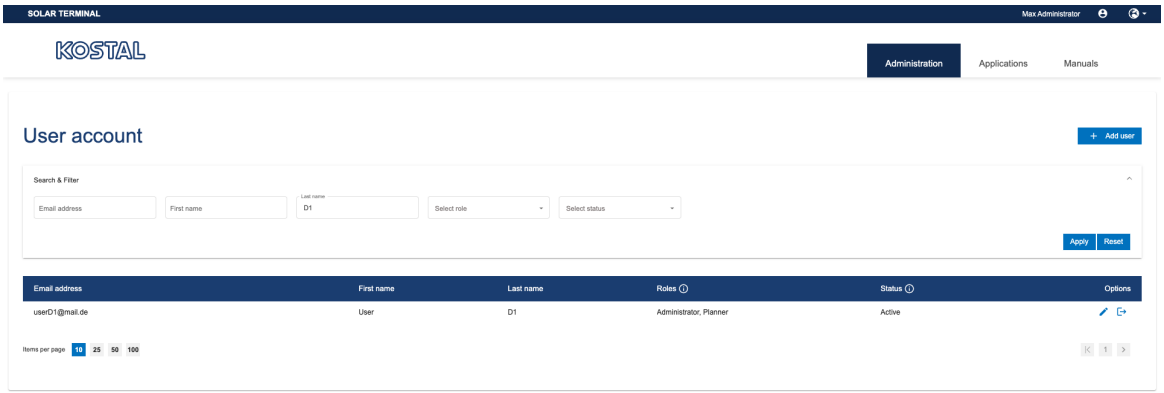
User management

Clicking on the ***User accounts*** button takes you to the user management area, which provides an overview of all your company's user accounts.

With the help of various filters, such as role or status of the user, you can specifically search for certain user accounts.

You can edit active user accounts by going to Options where you can change the assigned roles. You can also remove user accounts from your company.

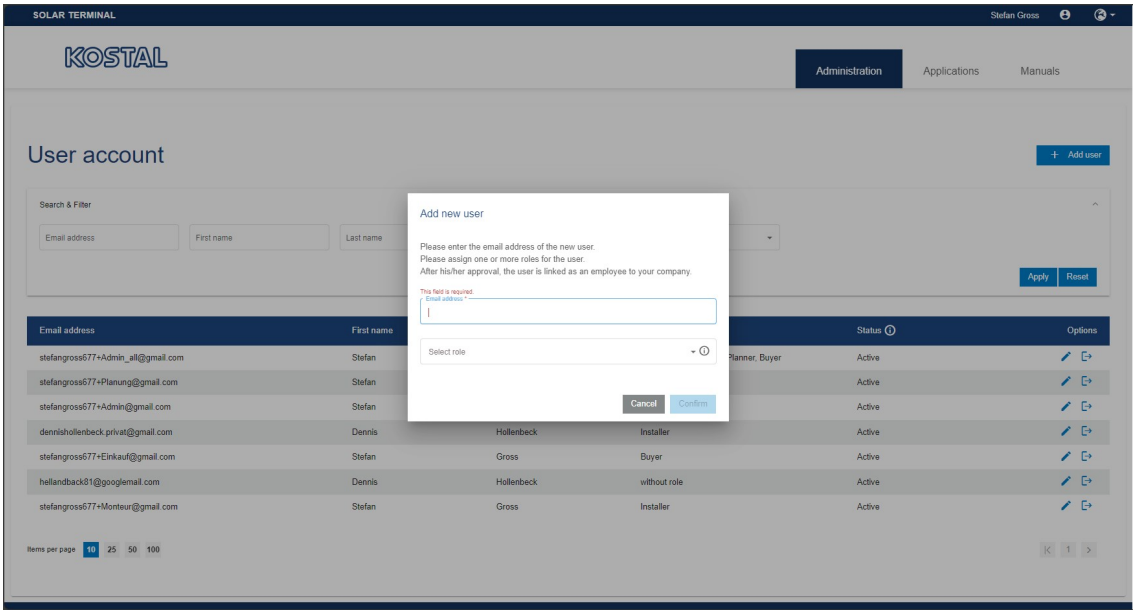
You can withdraw invitations sent to users for user accounts which are not yet active. You can also resend the invitation if the invited party did not receive the first e-mail or has deleted it.



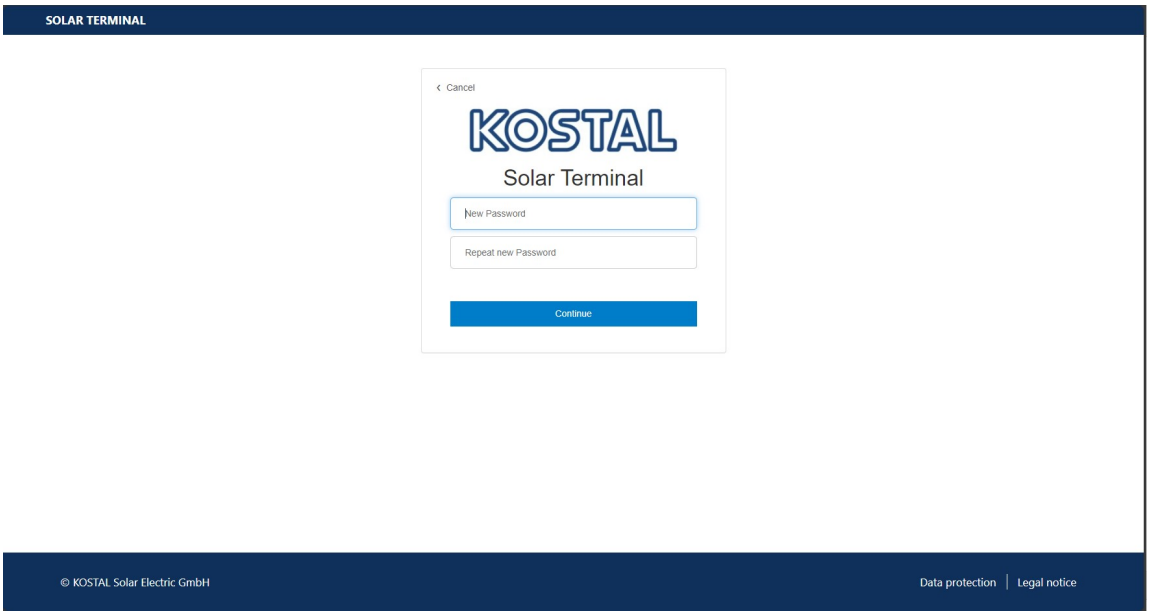
Creating a new user account

If you want to add a new user account to your company, you can do this using the ***Add user account*** button.

A dialogue will then open where you will need to state the current e-mail address of the new user account and assign a role.

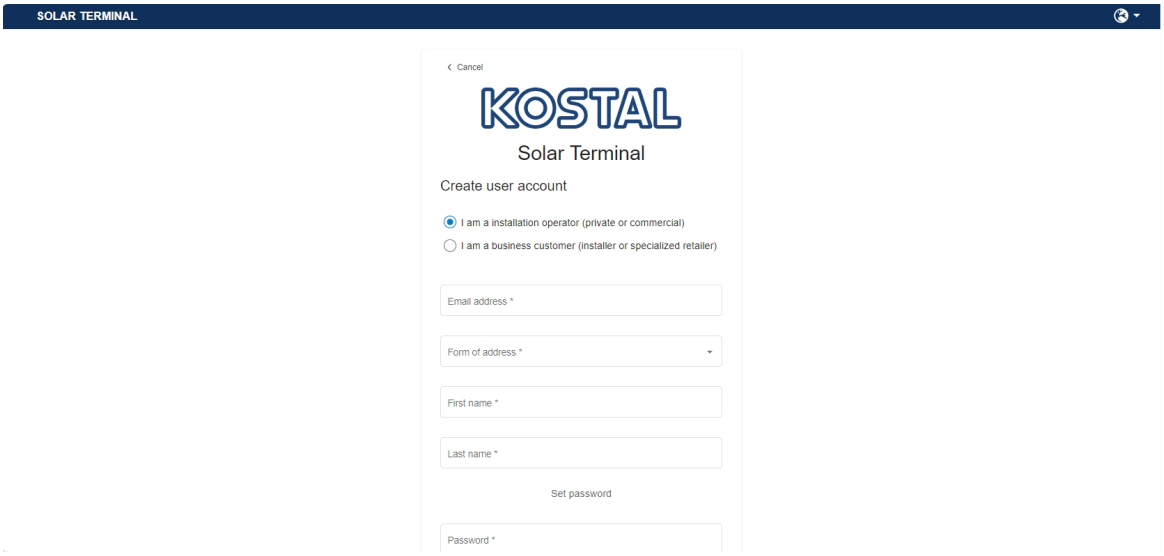


Once confirmed, an invitation e-mail is sent to the e-mail address provided. This contains a link and a single-use password. The log-in process can be launched using the link and a log-in window opens. The invited party can log in here using their e-mail address and the single-use password emailed to them. A new password must then be set and confirmed.



Lastly, the user is asked for their title, first name and surname.

Once the user has agreed to the Terms and Conditions of Use and the data protection declaration, the registration process is complete and the new user account appears in the user management area with the ***Active*** status.



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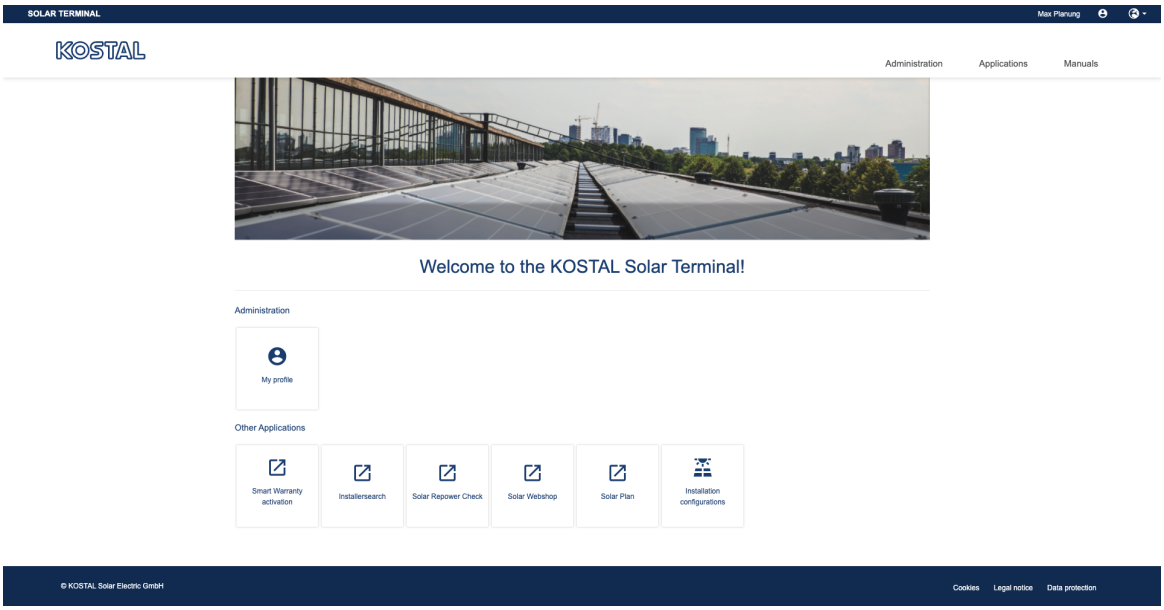
9. Functions as a planner



As a planner, you have access to various external applications and your own profile.

Solar Plan

If a solar system is being planned, not only should the system work, it should produce as high a yield as possible. Without software support, such optimum planning is usually very time-consuming. That is why KOSTAL Solar Electric GmbH offers the free layout software KOSTAL Solar Plan for your KOSTAL inverter.

With the KOSTAL Solar Plan, KOSTAL Solar Electric GmbH facilitates the planner's work and supports them in finding the optimum KOSTAL inverter for each PV system.

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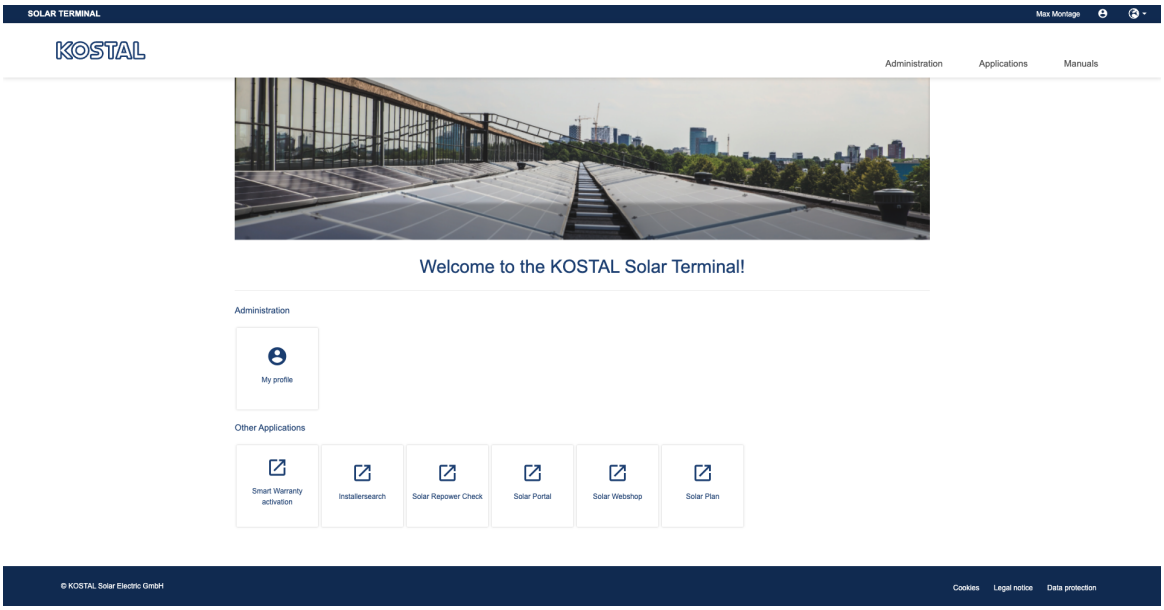
10. Functions available as an installer



Service code

As an installer, you will find a ***Service code*** field in your profile. This service code serves as a password for the ***PARAKO*** parameterisation software. You can use this software to adapt the system-specific shutdown limits. Since the system operator is not permitted to change the inverter settings, the password must not be shared with the operator. What's more, you must be an electrician from an approved specialist company to access this software. To ensure compliance with this requirement, in advance you must complete a registration form where you agree to treat the password as confidential and not to share it with anyone.

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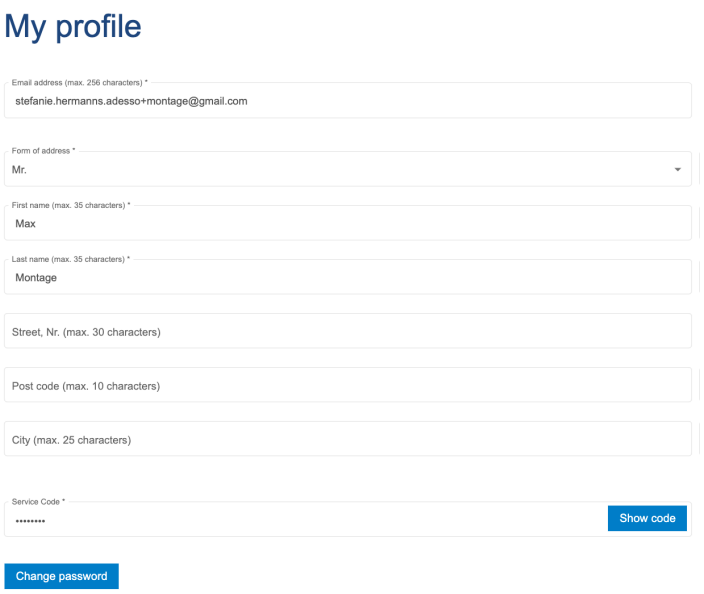

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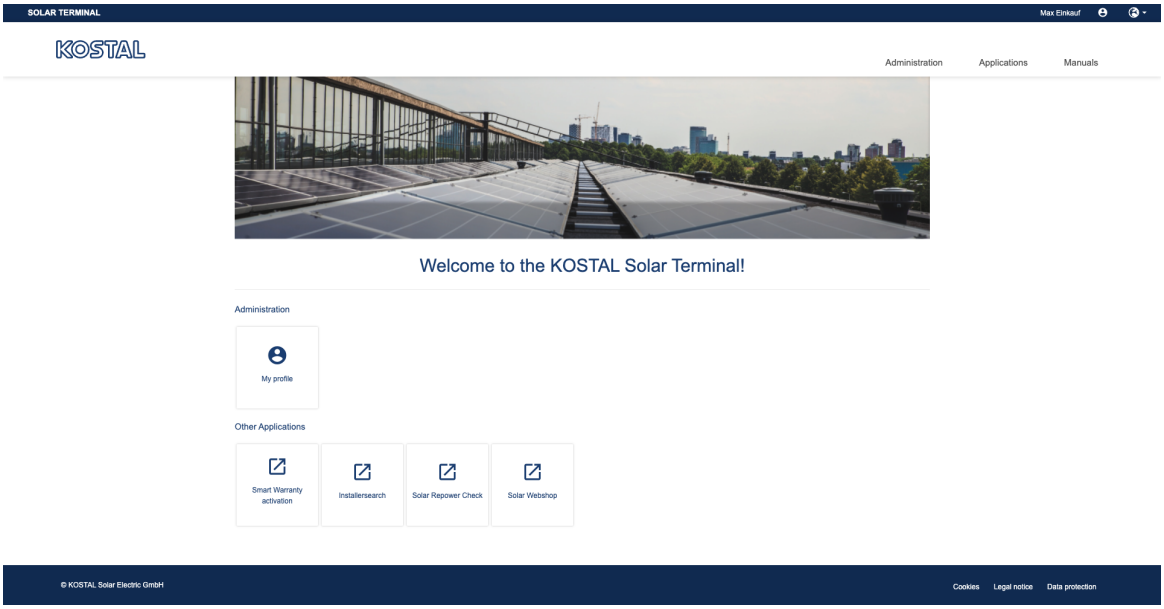
11. Functions available as a purchaser



As a purchaser, you have access to various external applications and your own profile.

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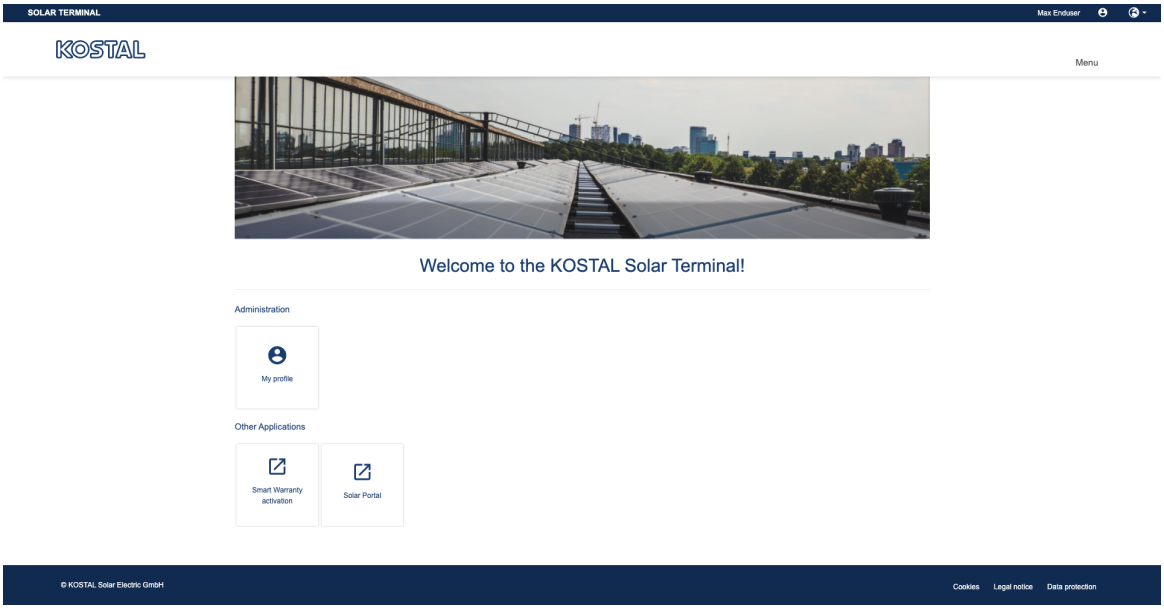
12. Functions available as a system operator



As a system operator, you have access to the ***KOSTAL Solar Portal***, ***Smart Warranty activation*** and your own profile.

13. Service and support

The Service and support area contains further information that may assist you with planning and layout.

- **Operating manuals**

  Our **Download area** contains the right manual for your product.

- **KOSTAL Solar Electric YouTube channel**

  You will find useful information about our products on our **KOSTAL Solar Electric YouTube** channel.

- **Service and contact**

  Go to **Service and support** to find the right contact for you and your problem.

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