Pro: SEAI sign-off workbook

heatpunk.ie*This guide applies to Heatpunk Ireland.*

With Heatpunk Pro, you can generate the SEAI sign-off workbook directly as an .xlsx spreadsheet.

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1. Complete the required forms

To generate the workbook, you first need to complete three documents inside your project:

- **Designer/Installer sign off**
- **Heating design/ radiator output conversion**
- **BER checklist**

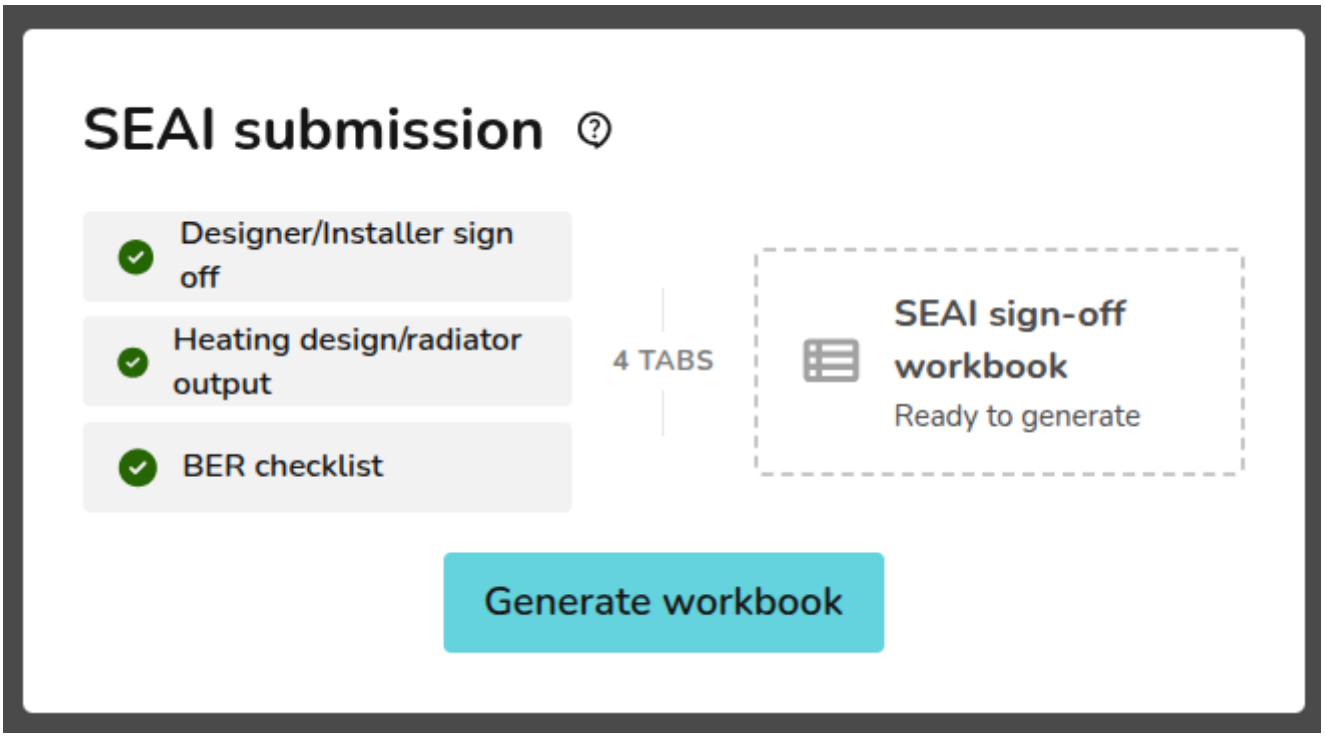
Heatpunk will fill out most of the forms automatically using data from your project. You'll need to fill in any remaining information and generate the PDFs:

1. Navigate to the **Forms** tab at the top of the page.
2. Open each of the three documents listed above.
3. Review the pre-populated project data and fill out any remaining details.
4. Click **Generate PDF** on each form.

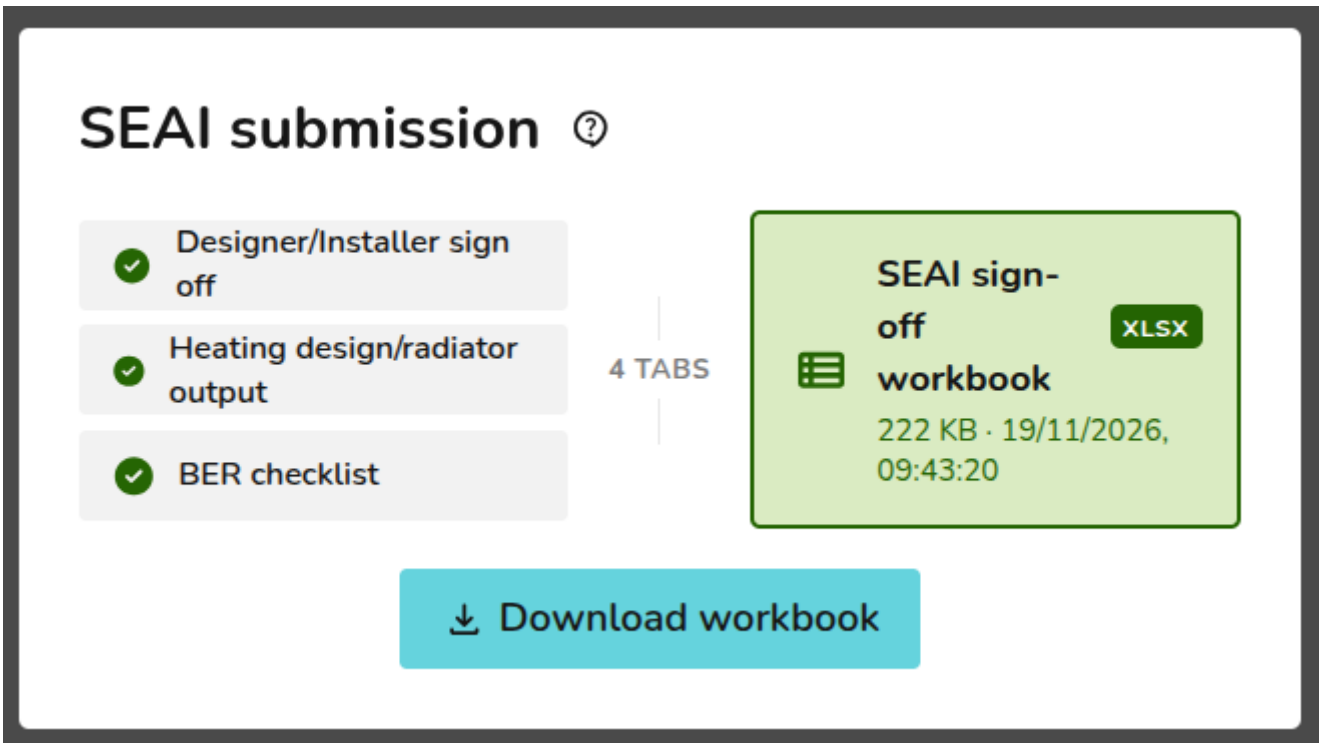
> Each completed form can be saved in the **Documents** section on the project overview page, where you can view or download them individually if needed.

2. Generate the SEAI workbook

Once all three forms are complete, you can generate the workbook by navigating to the **project overview** page. Find the **SEAI submission** section in the bottom-right corner and click '**Generate workbook**'.

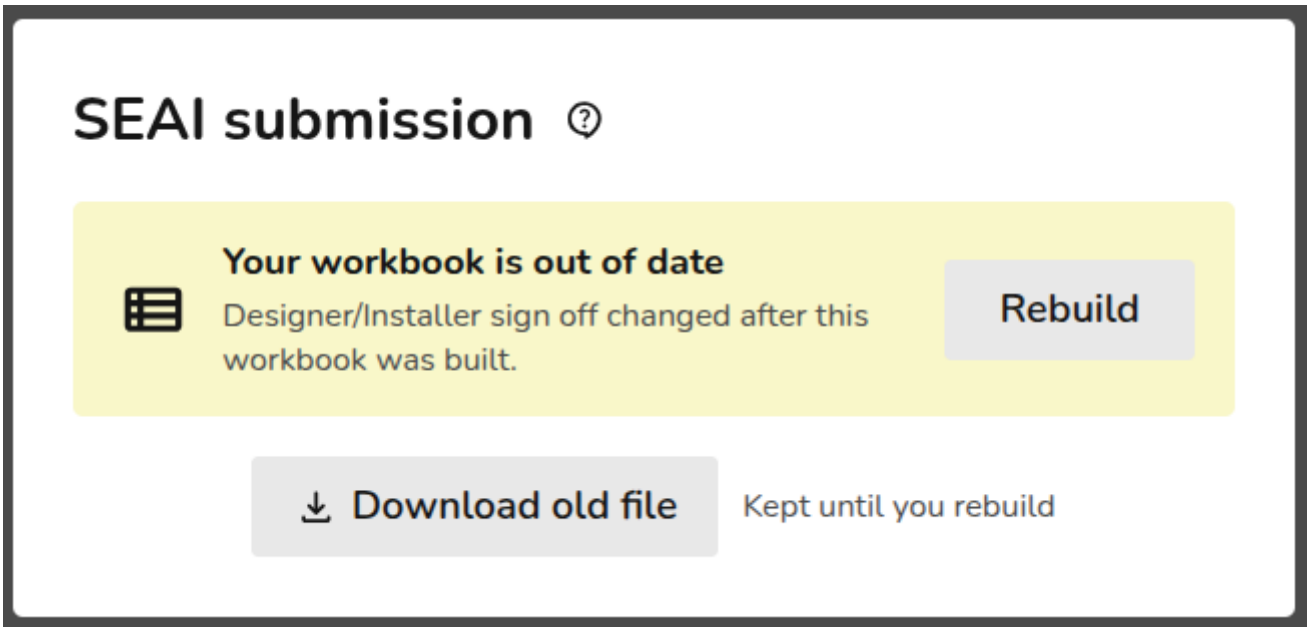


Heatpunk will compile your data into the correct format and display a date and time stamp showing when the file was generated. Click '**Download workbook**' to save the spreadsheet to your device as an .xlsx file.



3. Making changes

If you make changes after generating your file, go back to the **SEAI submission** section on the project overview page and Heatpunk will prompt you to update your workbook. Click '**Rebuild**' to generate a new workbook to reflect the latest changes.



Still Need Help? / Want to know more?

- **Related FAQs:** Check out our Pro and Enterprise FAQs for answers to common questions
- **Further guides**: Take a look at our Getting started with Pro guides
- **Live training:** Book a free online training session to see this feature in action

Contact Support: If you've got further questions, get in touch with our support team at **help@heatpunk.co.uk** (UK) or **help@heatpunk.ie** (IE). *If you are experiencing a bug, to help us look into your issue faster, please include the email address of your account, the name of the project and screenshots of any unexpected behaviour.*

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