



## Register/Login

• Enter [www.bsionline.com](http://www.bsionline.com) in your web browser.

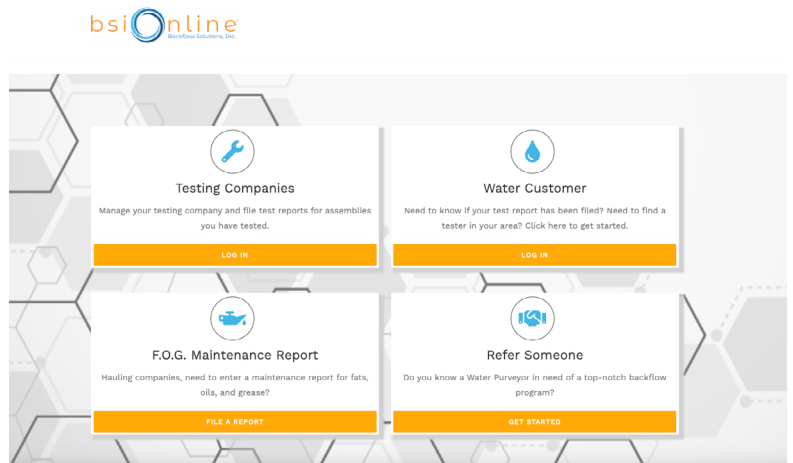
• If you need to register, please scroll to the middle of the page and click on the orange button **SIGN UP TODAY**.

• Once you create a company profile, username and password, click **SIGN UP**.

• You will be prompted to proceed to the next step.

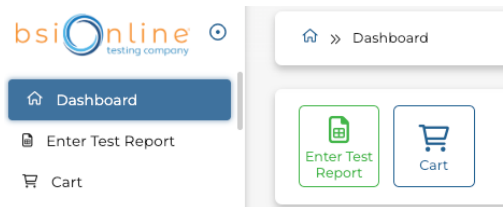
• Click on the orange **LOGIN** button under **TESTING COMPANIES**.

• Upon your first time logging in, you will need to add and upload copies of your credentials. You can do that directly from the dashboard by clicking on **LICENSES, TESTERS, OR TEST KITS**.



## Enter Test

• Click **Enter Test Report** on Dashboard.



• Search for **any property or device** by entering an address, name, device serial number or by the CCN (customer confirmation number). Hover your mouse over the correct property from the list, click your mouse to proceed.

- Dashboard
- Enter Test Report**
- Cart
- Testing Company >
- Payments/Receipts >
- BSI User Admin >

RECENT BACKFLOW TESTS

Serial Number: 899510  
**Pass**  
 Test Date: 01/31/2024  
 1234 Main St  
 Maryville, 62062, 62062  
 Submitted: 01/31/2024

Serial Number: 899510  
**Pass**  
 Test Date: 01/30/2024  
 1234 Main St  
 Maryville, 62062, 62062

» Add Test Report

Switch to BSI 2.0

Search properties   Search devices

**Search properties**  
 Search for properties by Address, Name or CCN

Q maryville cafe

**Filters** Reset

State ^

City ^

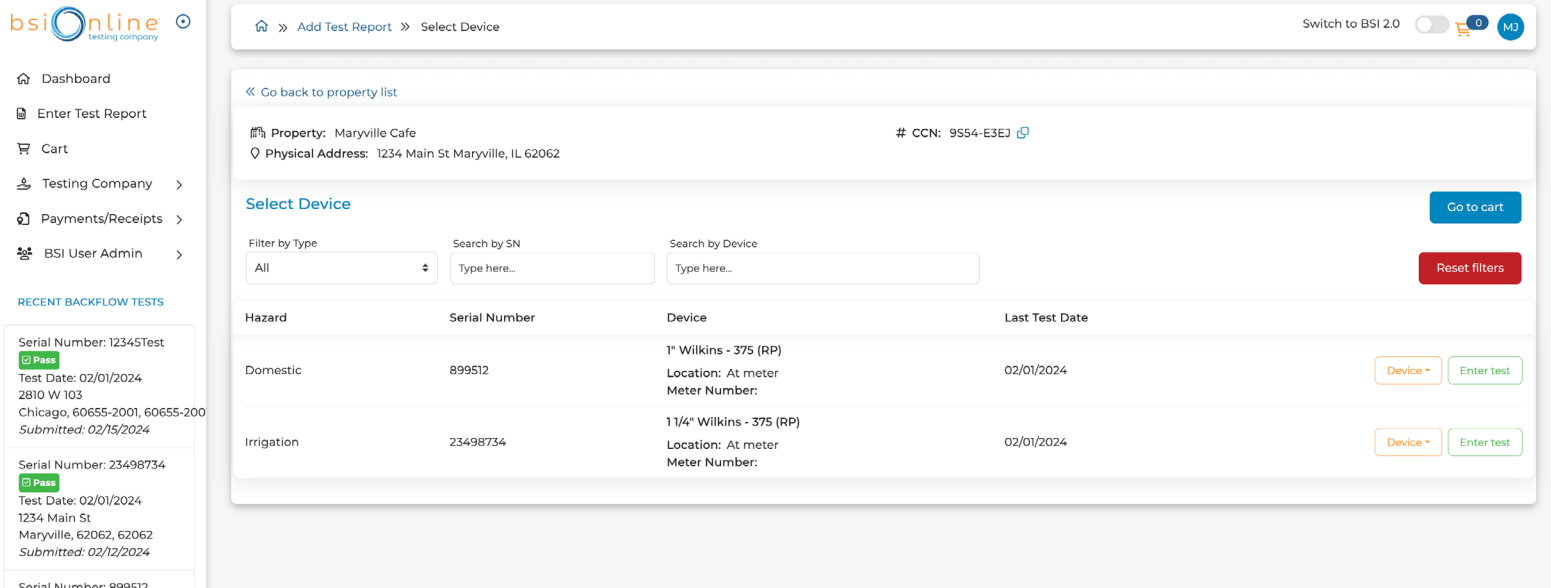
**Property:** Maryville Cafe      **# CCN:** 9554-E3E3

**Physical Address**  
1234 Main St, Maryville, IL 62062

**Mailing Address**  
1234 Main St, Maryville, IL 62062

Serial #	Meter #	Device	Install Date	Due Date	Last Tested
0014521		1 1/4" Watts - 009 (RP)	09-22-2022	11-30-2025	01-30-2024
899510		1" Wilkins - 375 (RP)	09-22-2022	11-30-2025	01-31-2024

- Find the correct assembly serial number you need to enter a test for, then click the green button **ENTER TEST**.



bsiOnline testing company

Dashboard

Enter Test Report

Cart

Testing Company

Payments/Receipts

BSI User Admin

RECENT BACKFLOW TESTS

Serial Number: 12345Test  
Test Date: 02/01/2024  
2810 W 103  
Chicago, 60655-2001, 60655-200  
Submitted: 02/15/2024

Serial Number: 23498734  
Test Date: 02/01/2024  
1234 Main St  
Maryville, 62062, 62062  
Submitted: 02/12/2024

Serial Number: 899512

Switch to BSI 2.0

» Add Test Report » Select Device

« Go back to property list

Property: Maryville Cafe # CCN: 9554-E3EJ

Physical Address: 1234 Main St Maryville, IL 62062

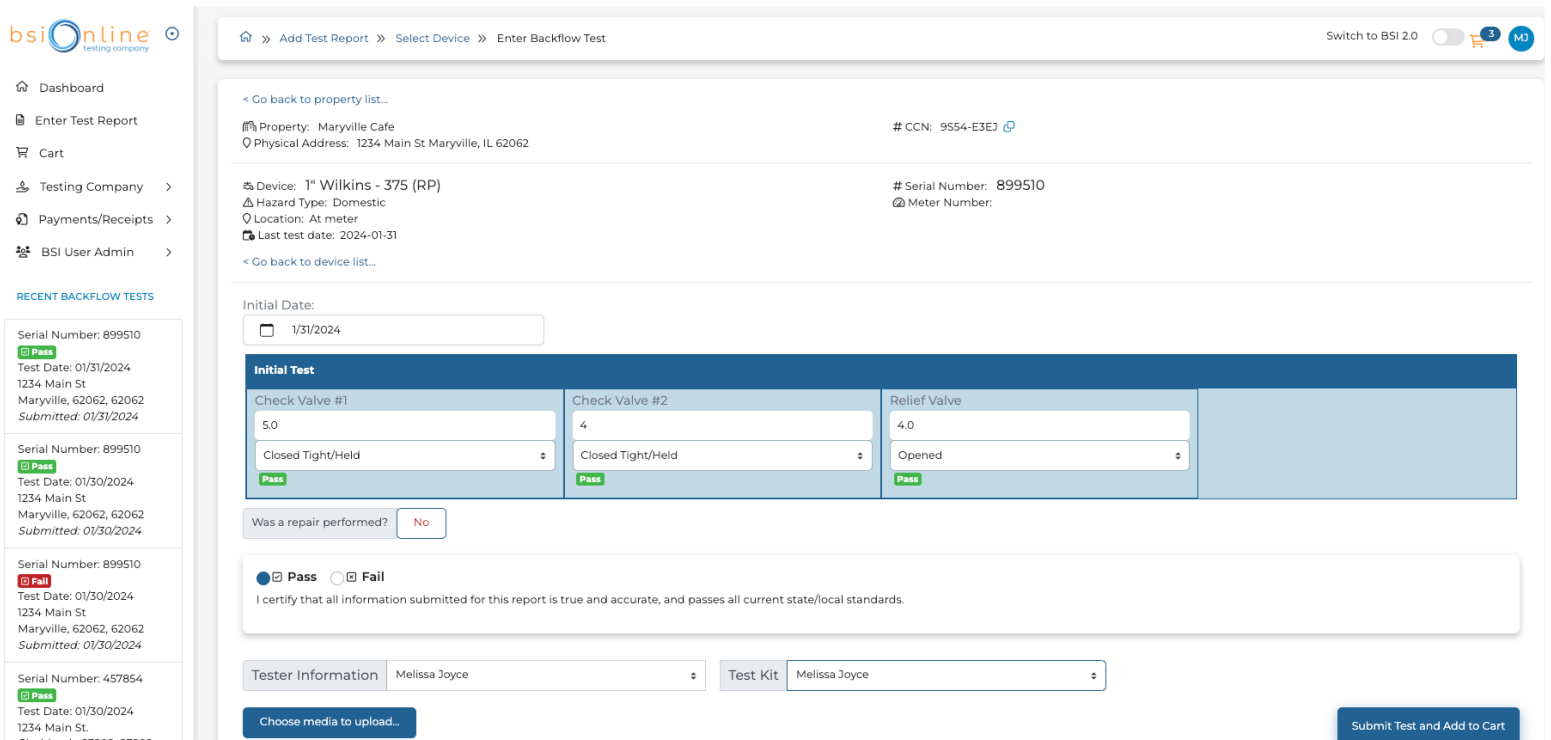
Select Device

Go to cart

Reset filters

Hazard	Serial Number	Device	Last Test Date
Domestic	899512	1" Wilkins - 375 (RP) Location: At meter Meter Number:	02/01/2024
Irrigation	23498734	1 1/4" Wilkins - 375 (RP) Location: At meter Meter Number:	02/01/2024

- A smart form will pop open, fill in pertinent information. Once finished select **SUBMIT TEST AND ADD TO CART**.



bsiOnline testing company

Dashboard

Enter Test Report

Cart

Testing Company

Payments/Receipts

BSI User Admin

RECENT BACKFLOW TESTS

Serial Number: 899510  
Test Date: 01/31/2024  
1234 Main St  
Maryville, 62062, 62062  
Submitted: 01/31/2024

Serial Number: 899510  
Test Date: 01/30/2024  
1234 Main St  
Maryville, 62062, 62062  
Submitted: 01/30/2024

Serial Number: 899510  
Test Date: 01/30/2024  
1234 Main St  
Maryville, 62062, 62062  
Submitted: 01/30/2024

Serial Number: 457854  
Test Date: 01/30/2024  
1234 Main St  
Maryville, 62062, 62062  
Submitted: 01/30/2024

Switch to BSI 2.0

» Add Test Report » Select Device » Enter Backflow Test

< Go back to property list...

Property: Maryville Cafe # CCN: 9554-E3EJ

Physical Address: 1234 Main St Maryville, IL 62062

Device: 1" Wilkins - 375 (RP) # Serial Number: 899510

Hazard Type: Domestic # Meter Number:

Location: At meter

Last test date: 2024-01-31

< Go back to device list...

Initial Date:

1/31/2024

Initial Test

Check Valve #1	Check Valve #2	Relief Valve
5.0	4	4.0
Closed Tight/Held	Closed Tight/Held	Opened
Pass	Pass	Pass

Was a repair performed? No

Pass Fail

I certify that all information submitted for this report is true and accurate, and passes all current state/local standards.

Tester Information: Melissa Joyce Test Kit: Melissa Joyce

Choose media to upload...

Submit Test and Add to Cart

After you enter a test and add it to your cart, you have the option to proceed to your cart, enter a test for another device at the same property, or find another property.

**Cart**

A key provision to BSI Online is a filing fee assessed per test report submitted.

- To pay for tests entered, proceed to the **CART**. This can always be accessed on the top right of the screen in orange or on the left side panel.



- Dashboard
- Enter Test Report
- Cart
- Testing Company >
- Payments/Receipts >
- BSI User Admin >



- Confirm the items in your cart and select **CHECKOUT**.

The screenshot shows the BSI Online Cart page. The left sidebar contains navigation links: Dashboard, Enter Test Report, Cart (highlighted), Testing Company, Payments/Receipts, and BSI User Admin. Below these is a section for 'RECENT BACKFLOW TESTS' with three entries. The main content area shows the cart with a table of items. The first item is a 'Backflow Test' with a serial number of 0014521, address 1234 Main St, Maryville, IL 62062, a pass status, and a cost of \$15.95. The cart also shows 'Cart (1)' and 'Saved (4)'. At the bottom right of the cart area are buttons for 'Save for later' and 'Checkout'.

Select	Item	Desc	Address	Pass	Date	Cost
<input type="checkbox"/>	Backflow Test	Serial Number: 0014521	1234 Main St, Maryville, IL 62062	Pass	02/01/2024	\$ 15.95

- You will select a payment method. We store and accept any major credit card or you can operate off a balance. Select **REVIEW ORDER**.

The screenshot shows the BSI Online Checkout page. The left sidebar is the same as the cart page. The main content area has a progress bar with three steps: Payment Method (active), Review & Submit, and Receipt. Under 'Choose payment method', there are two options: 'Available Balance' (\$4904.30) and 'New Balance After Checkout: Balance not applied'. There is an 'Apply balance' button. Below this is the 'Payment Card' section showing the last four digits as 0067 and an expiration date of 01/2027. There are buttons for 'Change Payment Method' and 'Add Payment Method'. On the right, the 'Order Summary' shows a subtotal of \$15.95, a balance applied of \$0.00, and a remaining amount of \$15.95. The 'Total due' is \$15.95. A 'Review Order' button is at the bottom right.

**Choose payment method**  
You can use your balance, debit/credit card or both together

Available Balance: \$ 4904.30  
New Balance After Checkout: Balance not applied

Payment Card  
Last Four: ... 0067  
Expiration: 01/2027

**Order Summary**  
(1 items)

Subtotal:	\$ 15.95
Balance applied:	- \$ 0.00
Remaining:	\$ 15.95
<b>Total due:</b>	<b>\$ 15.95</b>

- You will review the order one more time and click the blue button **SUBMIT ORDER**.

- Dashboard
- Enter Test Report
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- Testing Company >
- Payments/Receipts >
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RECENT BACKFLOW TESTS

Serial Number: 899510  
Pass  
 Test Date: 02/01/2024  
 1234 Main St  
 Maryville, 62062, 62062  
 Submitted: 02/08/2024

Serial Number: 899510  
Pass  
 Test Date: 02/01/2024  
 1234 Main St  
 Maryville, 62062, 62062  
 Submitted: 02/08/2024

Serial Number: 0014521  
Pass  
 Test Date: 01/31/2024

» Cart » Checkout

Switch to BSI 2.0 ☐ 1 MD

Payment Method

Review & Submit

Receipt

Item	Desc	Address	Pass	Date	Cost
Backflow Test	Serial Number: 0014521	1234 Main St, Maryville, IL 62062	<span>Pass</span>	02/01/2024	\$ 15.95

Payment Card

Last Four: ... 0067

Expiration: 01/2027

**Order Summary**  
(1 items)

Subtotal: \$ 15.95

Balance applied: - \$ 15.95

Remaining: \$ 0.00

**Total due: \$ 0.00**

Back

Submit Order

- Your credit card will be charged or the amount deducted from your balance for the transaction amount. A receipt will be available within a few seconds to download by clicking **DOWNLOAD RECEIPT**.

- Dashboard
- Enter Test Report
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- Testing Company >
- Payments/Receipts >
- BSI User Admin >

RECENT BACKFLOW TESTS

Serial Number: 899510  
Pass  
 Test Date: 02/01/2024  
 1234 Main St  
 Maryville, 62062, 62062  
 Submitted: 02/08/2024

Serial Number: 899510  
Pass  
 Test Date: 02/01/2024

» Cart » Checkout

Switch to BSI 2.0 ☐ 0 MD

Payment Method

Review & Submit

Receipt

**Order Summary**

Order total: \$ 15.95

Balance used: - \$ 15.95

CC charge: - \$ 0.00

Amount due: \$ 0.00

Download receipt