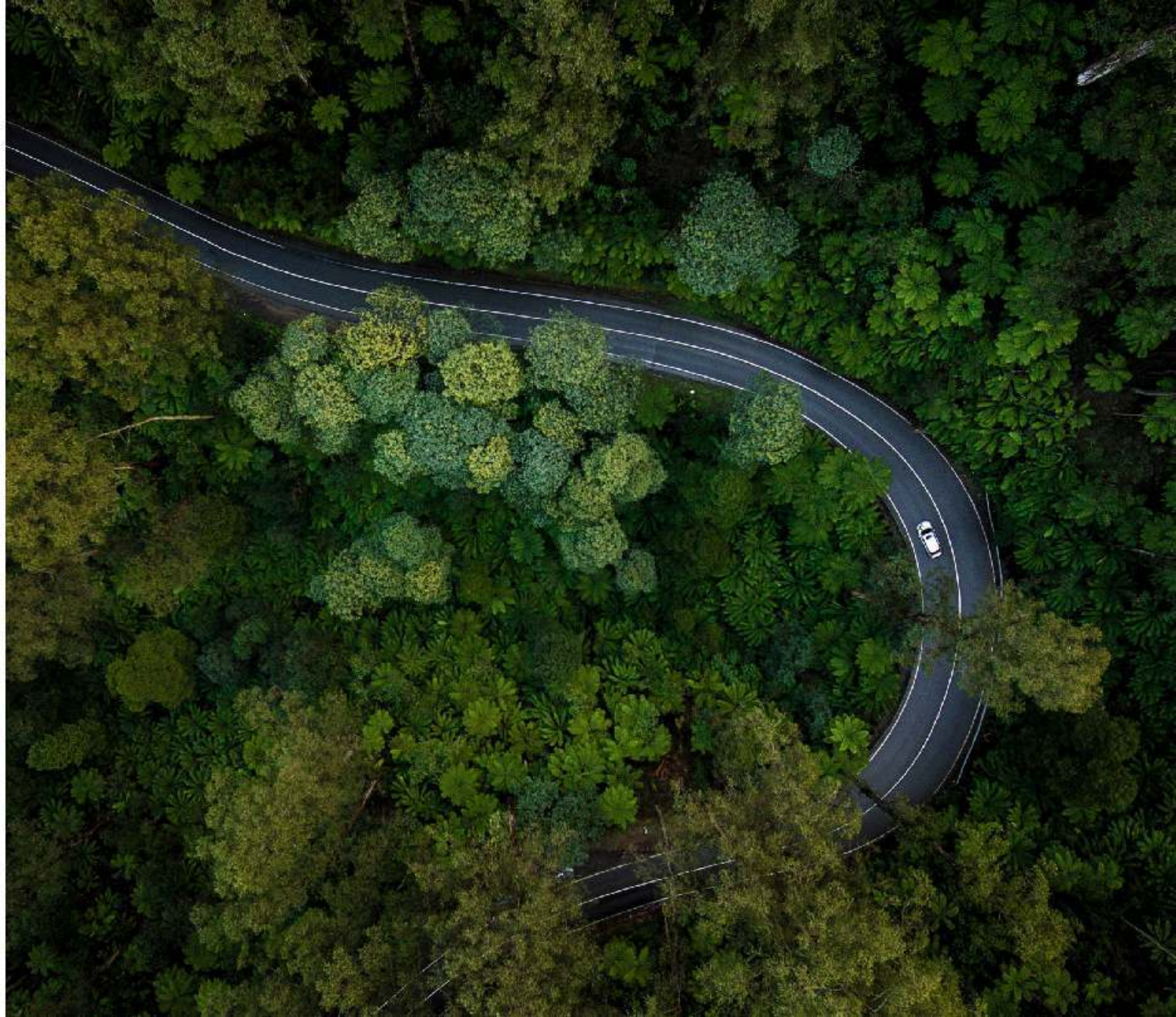




## FIRST TIME SET-UP

FOR USERS AT  
WOLFSON COLLEGE







# Your Workplace

## EV Chargers

Your workplace is now using Clenergy EV managed points.

This presentation will help you get the most out of the Clenergy EV app and go through your first time charge.

Any questions, please message:  
[info@clenergy-ev.com](mailto:info@clenergy-ev.com)

# How To Setup Your Account

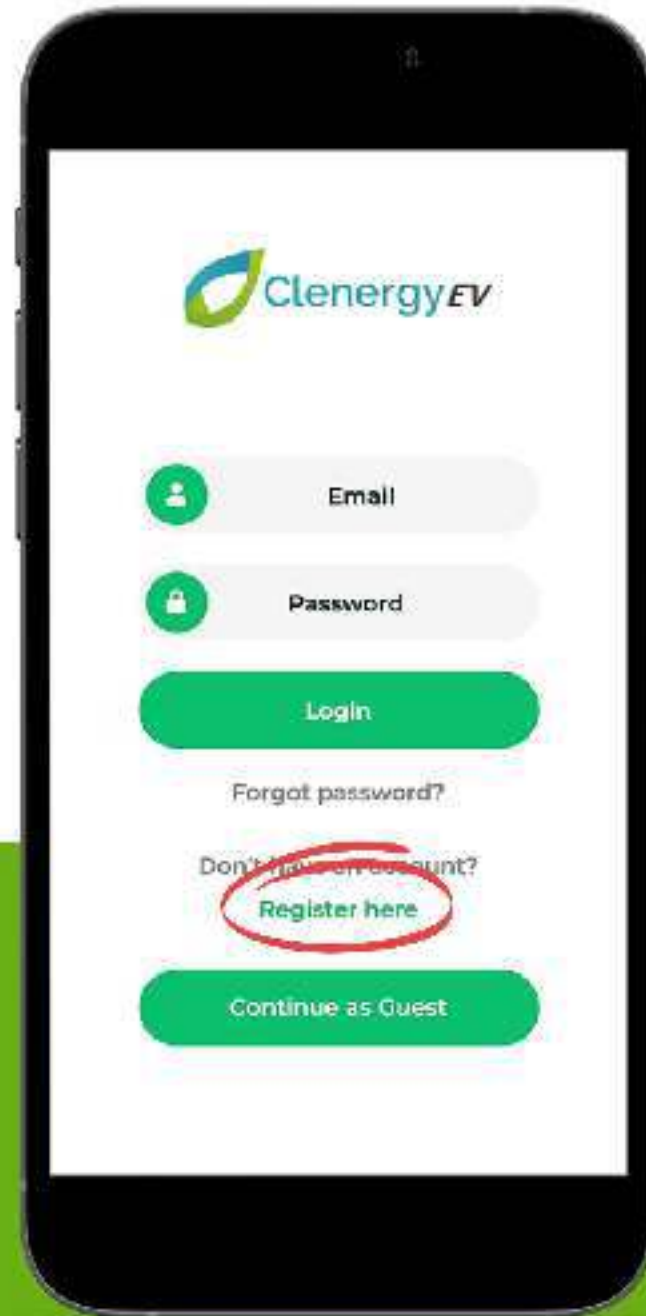




# Setting Up

## Download & Register

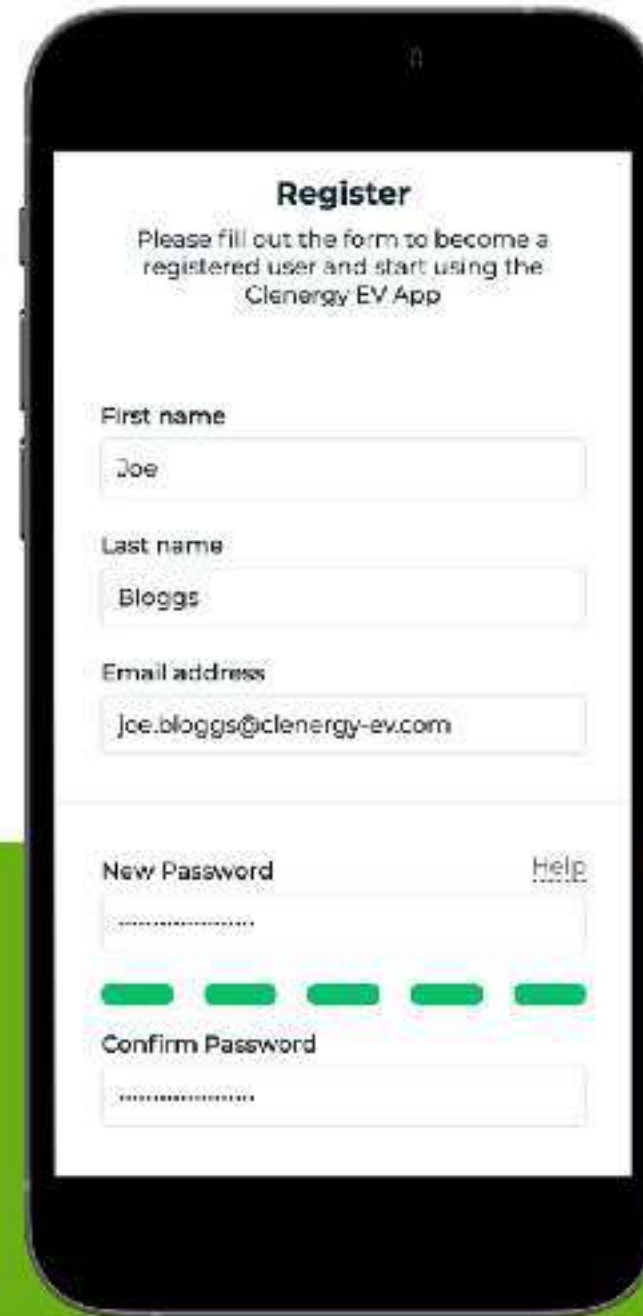
1



### Step 1

Download the Clenergy EV app from the Apple App Store or Google Play store. Once completed, click **Register here**

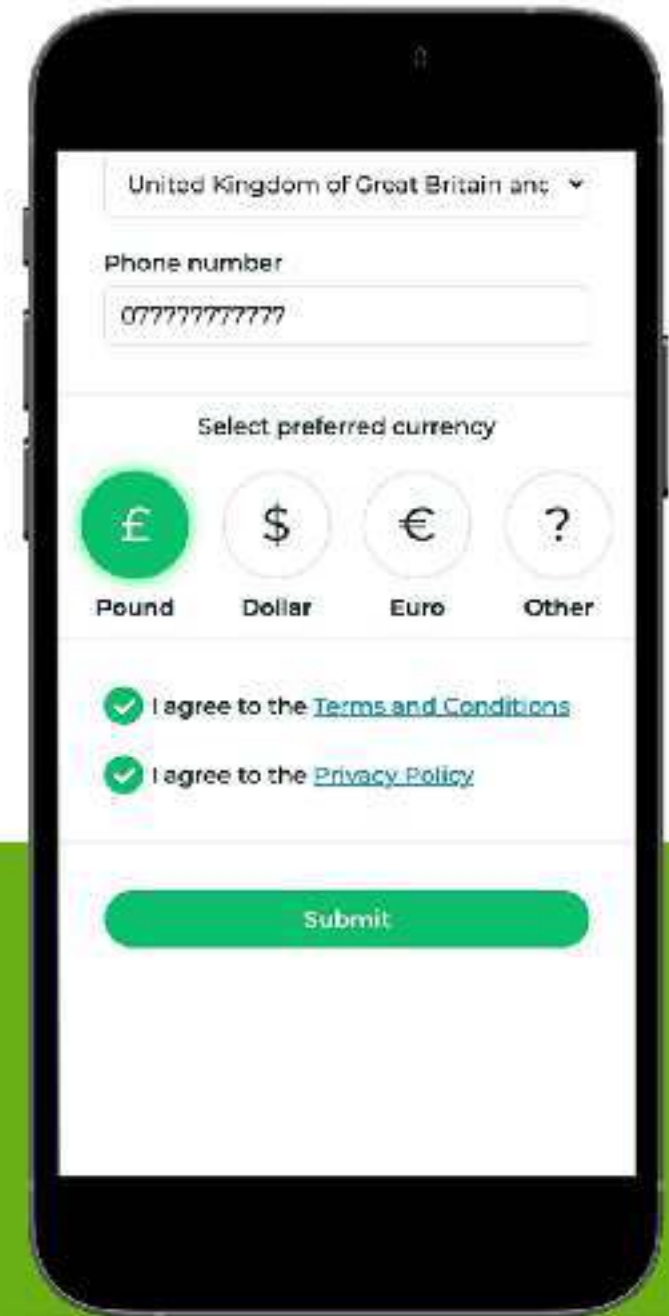
2



### Step 2

Enter your registration details, using your **email address**.

3



### Step 3

Once completed, **click submit**. We will send an authorisation email to confirm set up and allow you to login.



# Top-Up Your Account

Charge on-the-go

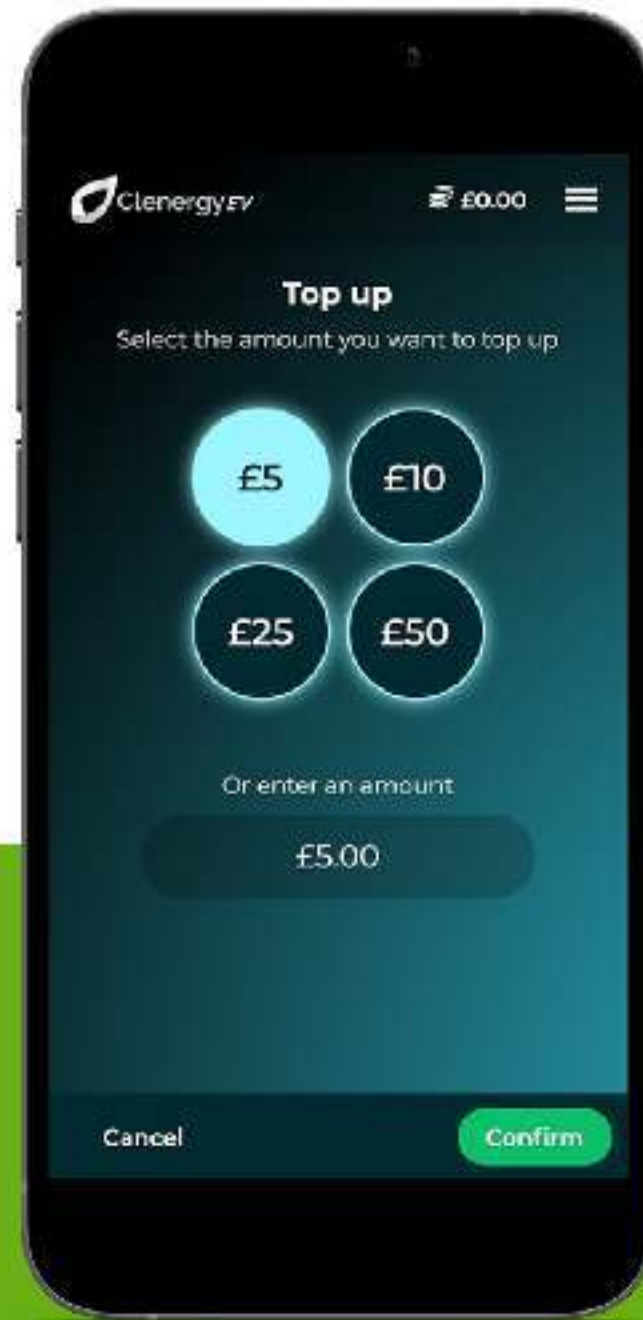
1



## Step 1

When logged in, **click the £0.00 wallet** at the top right corner of the screen

2



## Step 2

**Select an amount** to add to your Clenergy EV account

3



## Step 3

**Enter your payment details** - you should get a success message when completed.



A close-up photograph of a hand inserting a charging cable into a vehicle's charging port. The image is overlaid with a semi-transparent green filter. The text "How To Charge Your Car or Van" is centered in white.

# **How To Charge Your Car or Van**

# Locating The Station ID

## Using a QR Code or ID

Each charge point will have a sticker placed on it, which includes a station ID/ QR code.

To charge your vehicle, you can either:

- **Scan the QR Code** in the app
- **Enter the Station ID** in the app

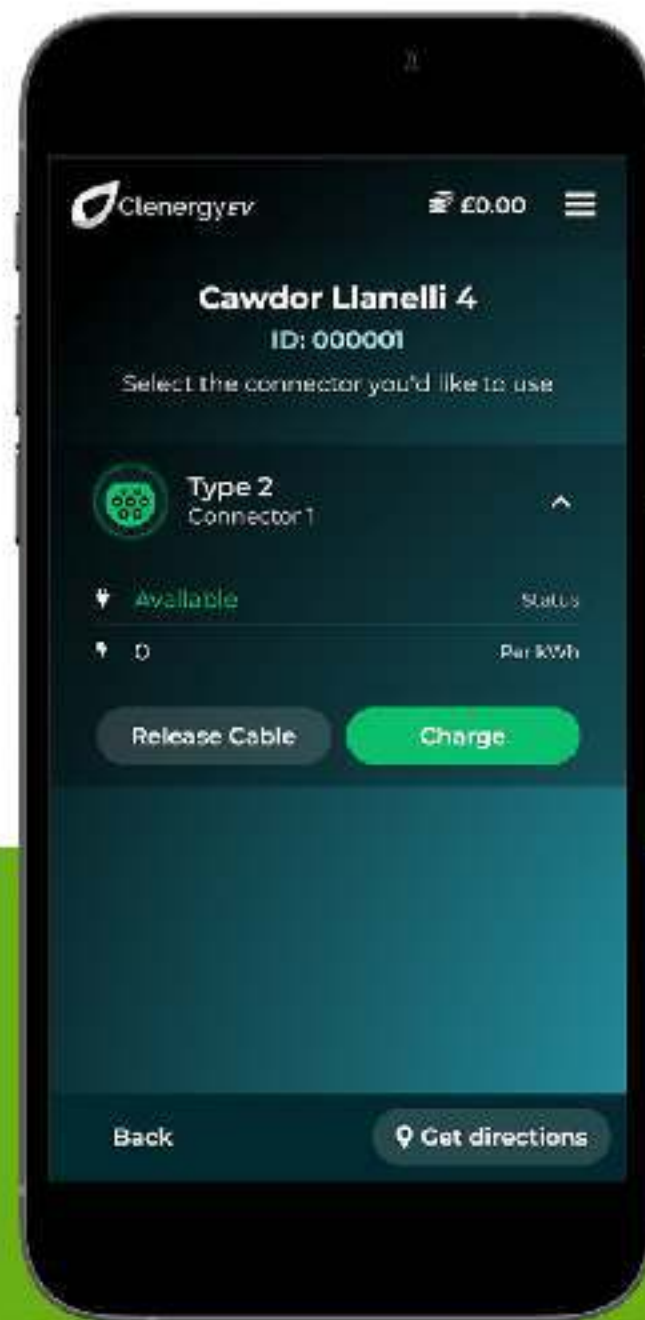




# Registering Your Charge

Using multiple payment methods

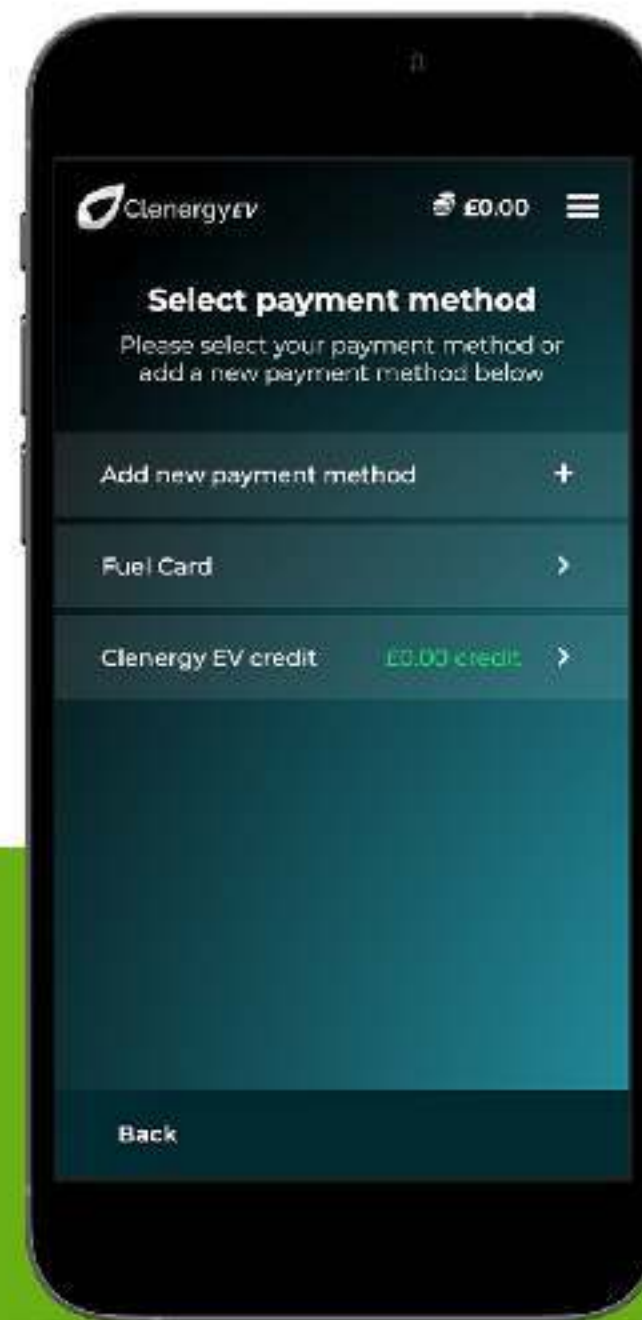
1



## Step 1

Select the correct charge point and select the correct socket (if applicable) and **Press Charge**

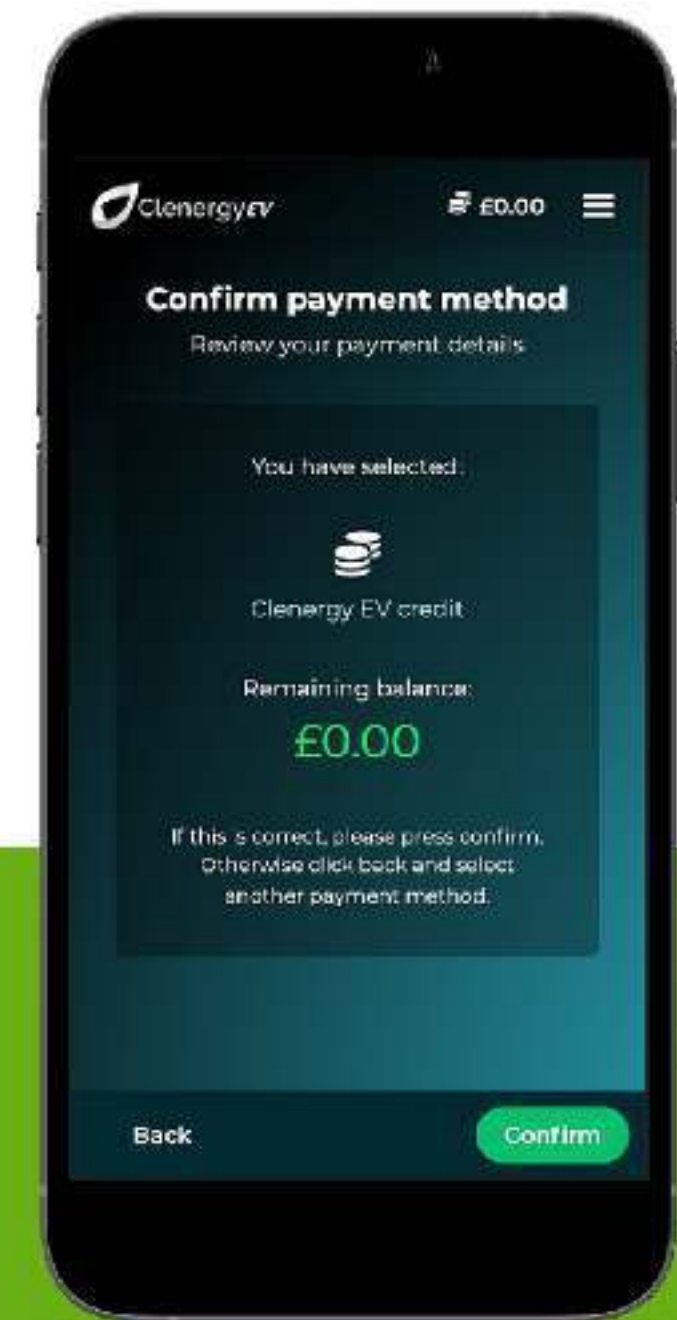
2



## Step 2

Closed charge groups can be free or discounted for staff members, so there may not be a cost associated

3



## Step 3

**Select Confirm** to finish your payment



# Charging Your EV

## Plugging in and Starting a Charge

1



### Step 1

**Plug in your cable** and charging will start automatically.

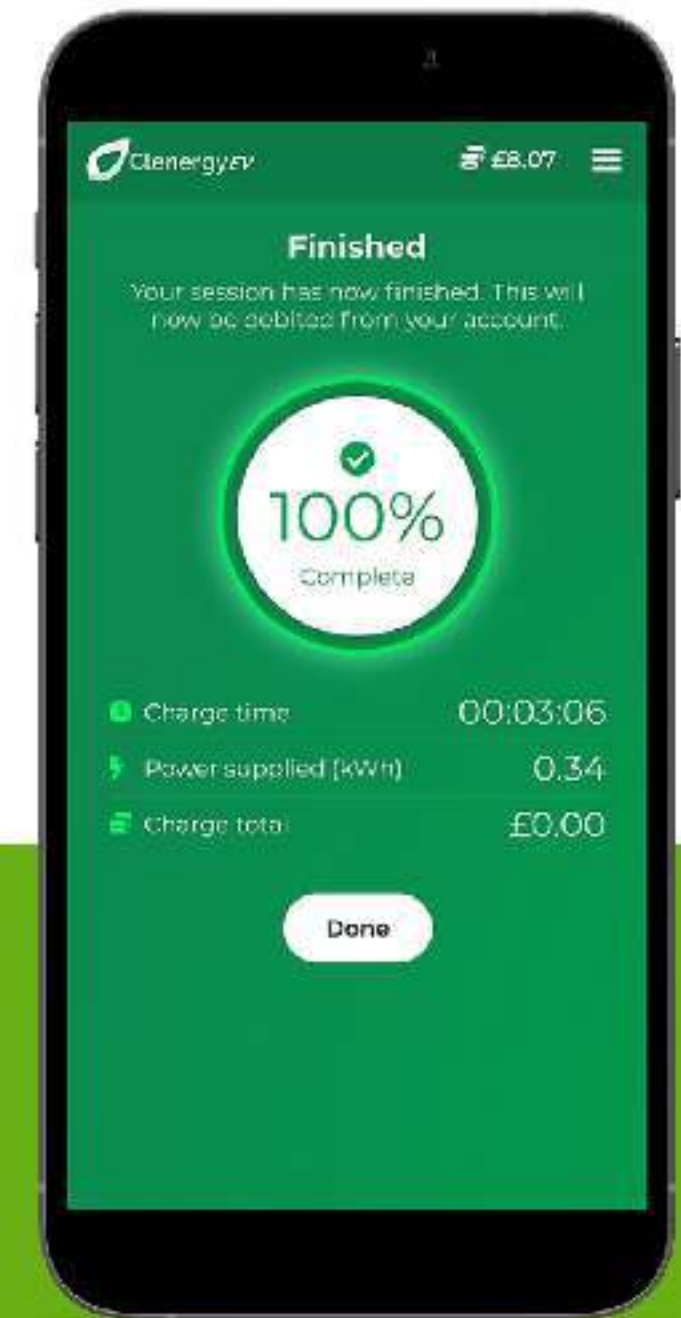
2



### Step 2

The charge will be displayed live on your app screen. If needed, press **Stop Charging** to abort charge

3



### Step 3

When the charge is finished, an overview will be displayed. **Click done** to finish!





**THANK YOU FOR USING  
CLEENERGY EV CHARGE POINTS**

**NEED ADDITIONAL SUPPORT?**

[INFO@CLEENERGY-EV.COM](mailto:INFO@CLEENERGY-EV.COM)  
[WWW.CLEENERGY-EV.COM](http://WWW.CLEENERGY-EV.COM)

[PLEASE SHARE YOUR POSITIVE EXPERIENCE!](#)

