ChargePoint Home Activation Guide

Prepared for:

Introduction

+ Hello and welcome to the Burlington Electric Department's Smart Home EV Charging Program!

+ The following information is provided to help guide you through the activation process of your newly installed ChargePoint Home charging station.

+ Let's get started!

Requirements to Activate the Home Station

+ Know the "NAME" and "PASSWORD" for your Home WiFi

+ Make sure your Home WiFi is "ON"

ChargePoint
Mobile App

+ Grab your iOS (Apple) or Android Mobile Phone

+ Make sure <u>Bluetooth</u> on your Phone is "ON"

Download on the
App Store

+ Download the ChargePoint mobile app (free)

ANDROID APP ON
Google play

+ Set Up ChargePoint Account (free)

Home Station Activation
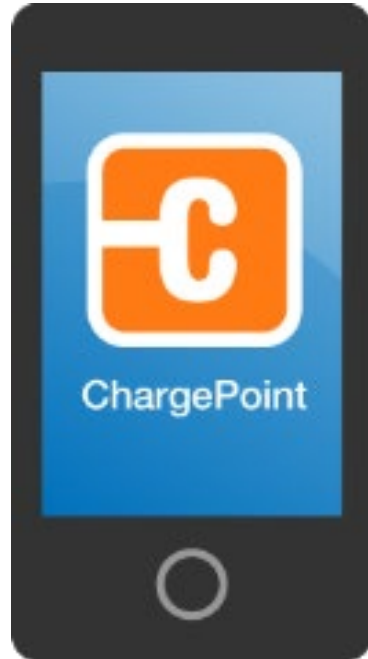
Download the ChargePoint app on to your mobile phone.

If you have not set up an account, **please create an account using the app** or by visiting:
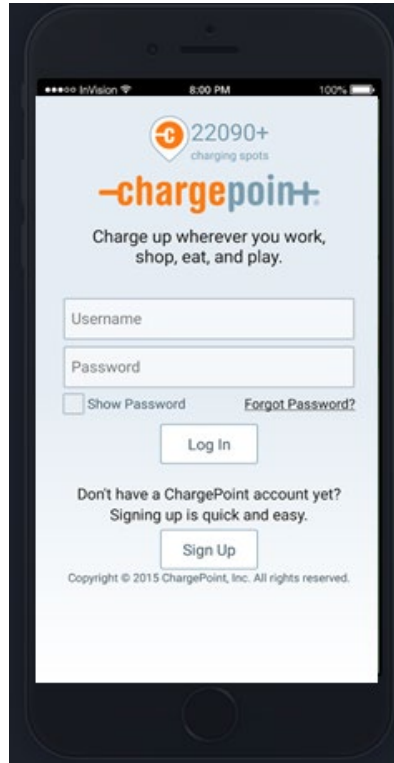www.chargepoint.com
And click: **Log In**
Then click: **Sign Up**

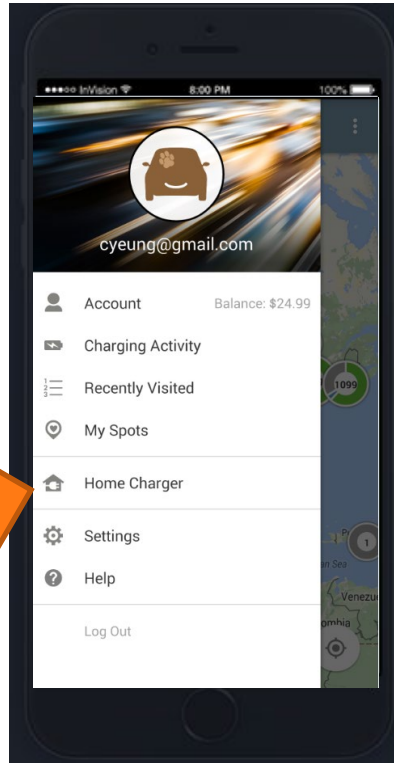Make sure Bluetooth is **"ON"**

Home Station Activation

1. Sign in to your ChargePoint Account
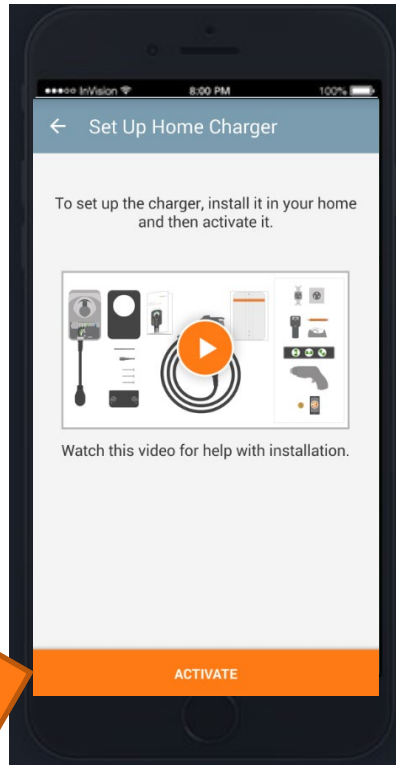
Home Station Activation

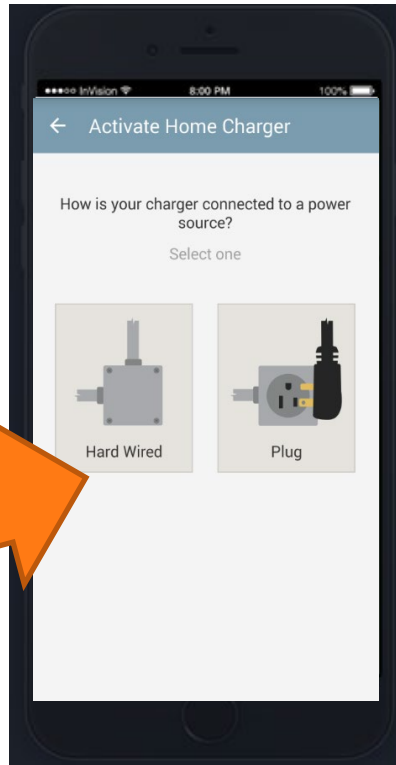1. Sign in to ChargePoint
2. Select Home Charger

Select Home Charger

Home Station Activation

1. Sign in to ChargePoint
2. Select Home Charger
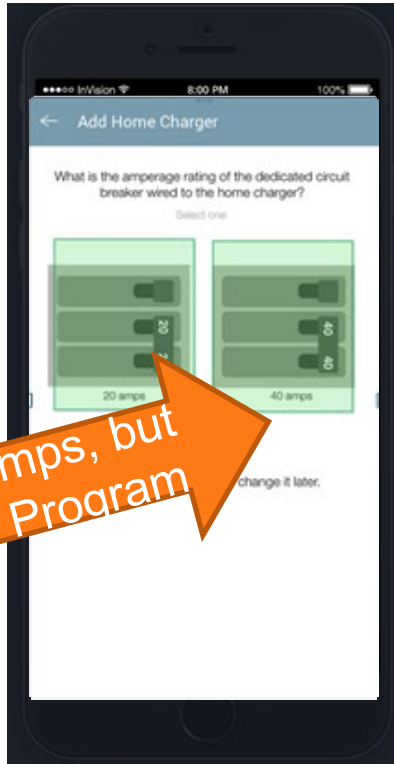3. Click Activate

Click "ACTIVATE"
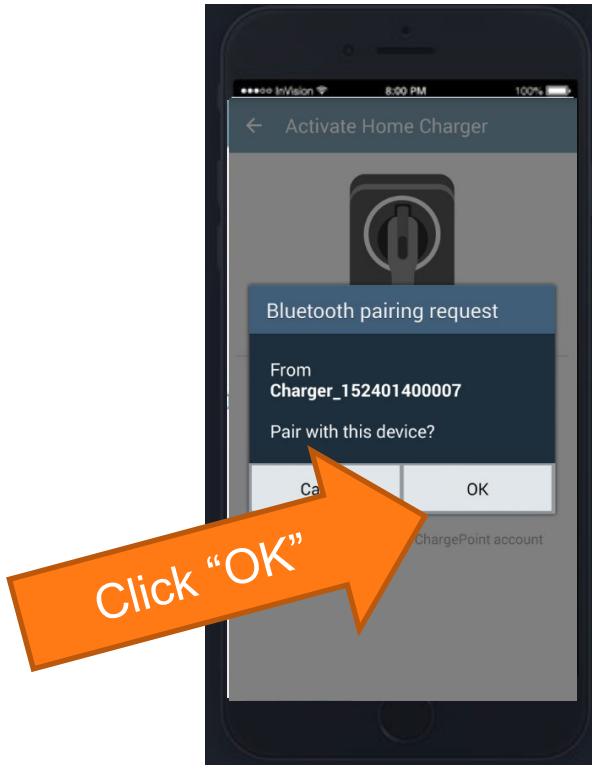
Home Station Activation

Select Appropriate Version

1. Sign in to ChargePoint

2. Select Home Charger

3. Click Activate

4. Select the power source: Hard wired or Plug

Home Station Activation

Usually 40 Amps, but depends on Program

1. Sign in to ChargePoint
2. Select Home Charger
3. Click Activate
4. Select the power source: Hard wired or Plug
5. Select Amperage rating of the dedicated circuit (if Hard Wired)

Home Station Activation

Click "OK"

| 1. Sign in to ChargePoint Account |
| 2. Select Home Charger |
| 3. Click Activate |
| 4. Select the power source: Hard wired or Plug |
| 5. Select Amperage rating of the dedicated circuit (if Hard Wired) |
| 6. Confirm Bluetooth pairing request |

Home Station Activation

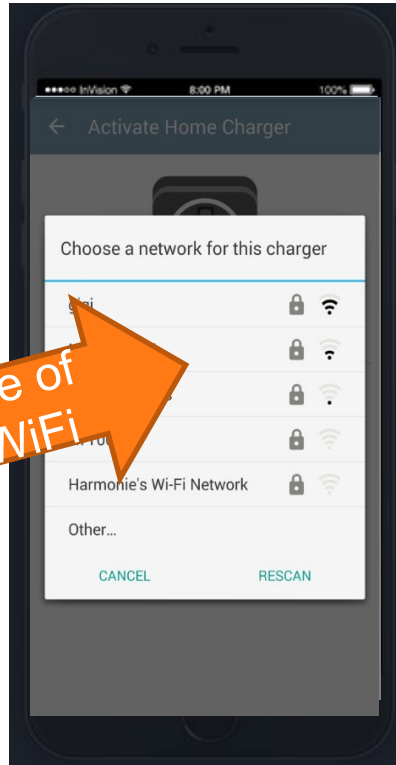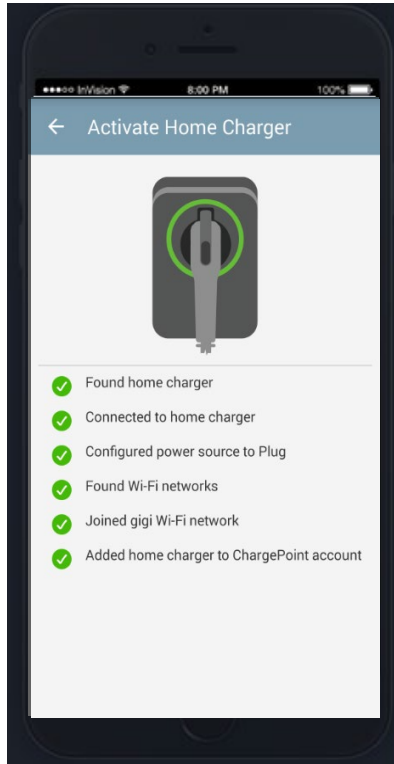**Select the name of your "HOME" WiFi**

1. Sign in to ChargePoint Account

2. Select Home Charger

3. Click Activate

4. Select the power source: Hard wired or Plug

5. Select Amperage rating of the dedicated circuit (if Hard Wired)

6. Confirm Bluetooth pairing request

7. Choose your Home Network for the charger and enter password
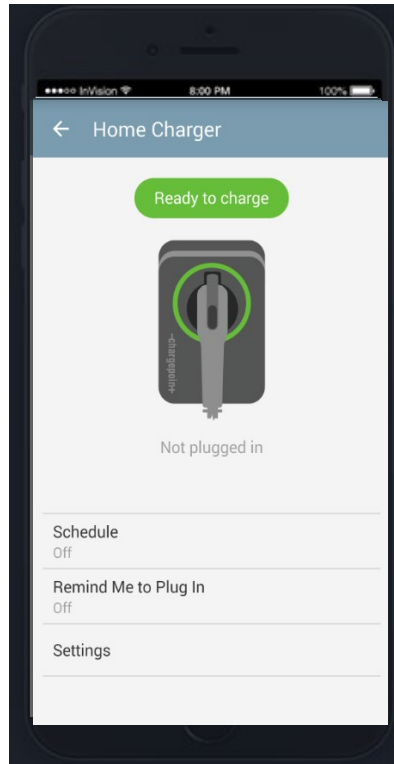
Home Station Activation

1. Sign in to ChargePoint Account

2. Select Home Charger

3. Click Activate

4. Select the power source: Hard wired or Plug

5. Select Amperage rating of the dedicated circuit (if Hard Wired)

6. Confirm Bluetooth pairing request

7. Choosing a Network for the charger and enter password

8. Station activation status screen will confirm successful completion of each step with a green check

Home Station Activation

1. Sign in to ChargePoint Account

2. Select Home Charger

3. Click Activate

4. Select the power source: Hard wired or Plug

5. Select Amperage rating of the dedicated circuit (if Hard Wired)

6. Confirm Bluetooth pairing request

7. Choosing a Network for the charger and enter password

8. Station activation status screen will confirm successful completion of each step
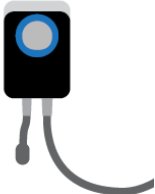
9. Activation Completed

Verify Station Operation
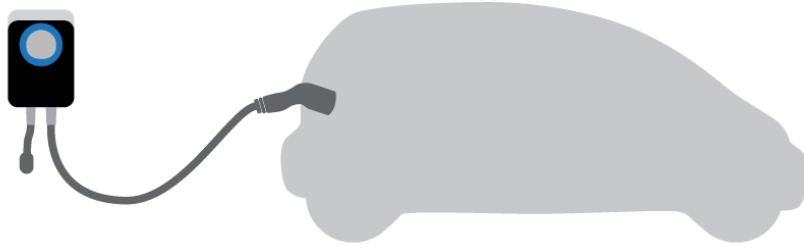
Status Light

Plug in your electric vehicle to start a charge. The status light on the charger will show green until plugged in – then change to blue once plugged in and will start to blink blue when charging.

Verify Station Operation Status

ChargePoint® Home
Status Key

Not Connected to Internet

Ready to charge	Charging	Fault
White	Pulsing blue	Red

Connected to Internet

Ready to charge	Schedule set	Plugged in	Charging	Fault
Green	Blinking green	Blue	Pulsing blue	Red

Status Light

Questions? Need Additional Support?

Get Help
We're here for you.

See Station Specs | Watch Install Video | Watch Driver Video | Read FAQ
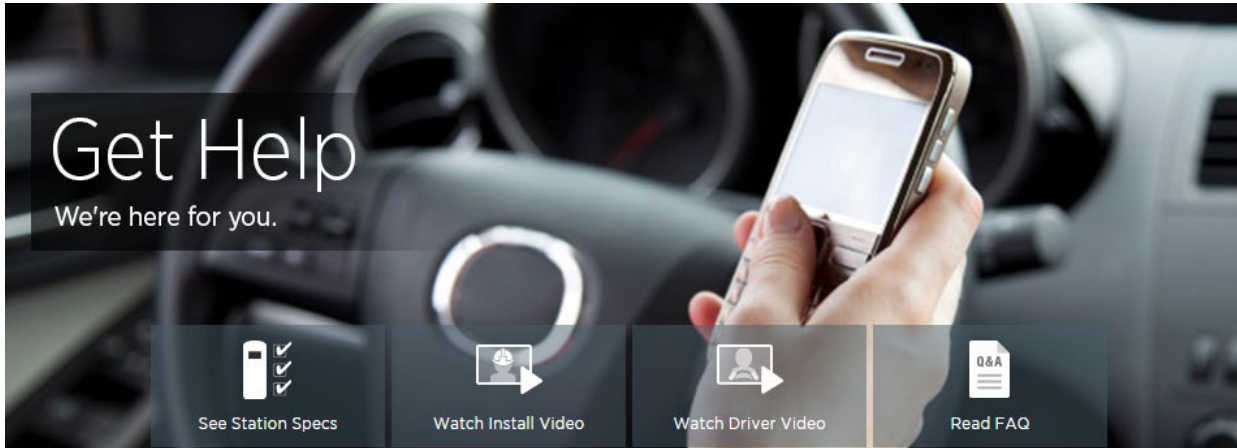
📱 ChargePoint Support at 1-888-758-4389

✉️ support@chargepoint.com

Driving a Better Way