

SIEMENS

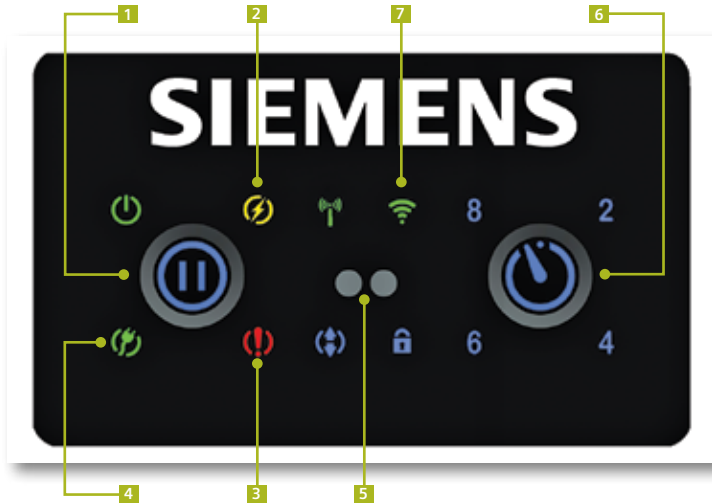


[usa.siemens.com/versicharge](http://usa.siemens.com/versicharge)

# Quick Setup Guide

VersiCharge™ SG setup and account creation

Your faceplate will tell you what is happening with your VersiCharge SG at all times.



- |                       |   |
|-----------------------|---|
| 1. Pause/Reset Button | 5. Infrared Service Portal                      |
| 2. Charging           | 6. Time Delay Button (2/4/6/8 hr delay options) |
| 3. Fault*             | 7. Wi-Fi Status LED                             |
| 4. Power Available    |   |

\* For troubleshooting information refer to the complete Installation and Operations manual on the USB key chain provided or call technical support 1-800-241-4453.

Refer to the following Wi-Fi LED status chart for information throughout your set-up.

Wi-Fi LED	LED	Status
	Not Illuminated	Call Customer Support
	Solid Red	Call Customer Support
	Blinking Green	Ready to connect to Wi-Fi network
	Solid Green	Strong connection to Wi-Fi network
	Solid Yellow	Okay connection to Wi-Fi network
	Solid Orange	Weak connection to Wi-Fi network

This Wi-Fi LED status guide is only a subset of the indications given by this LED. For a full list, please refer to your user's manual on the included USB stick.

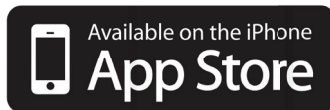
After you have completed the installation process and your charger is powered up, start the following steps:

**STEP 1** You have two options for the setup and account creation process:

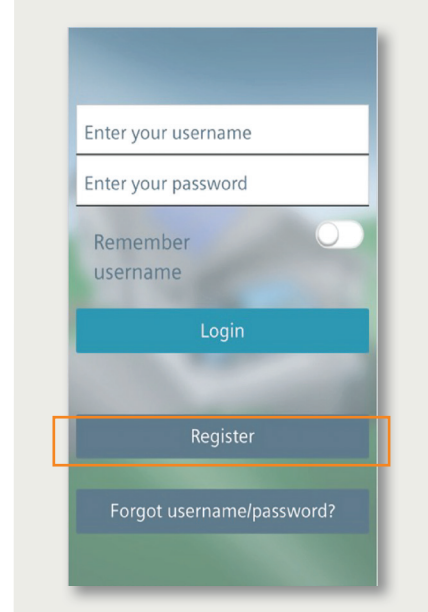
Download and use the 'VersiCharge SG' smartphone app available for download in the Apple App Store or in Google Play.

Use the setup web pages on any Wi-Fi enabled computer by visiting <https://www.versichargesg.com> in any browser.

The account setup steps in this quick start guide are shown only via the Smartphone app. Please refer to the full user manual on your USB stick should you have trouble setting up your account via the web app.



**STEP 2**



Register as a user on the app to create username and password for your account

**A** You must select the gray check mark to indicate you have read the terms and conditions of use, it will turn blue when selected, full terms and conditions may also be found at: [www.usa.siemens.com/VersiChargeSGApp](http://www.usa.siemens.com/VersiChargeSGApp)

**B** Please enter your name and address, used for the purpose of suggesting utilities and rate plans based upon your location.

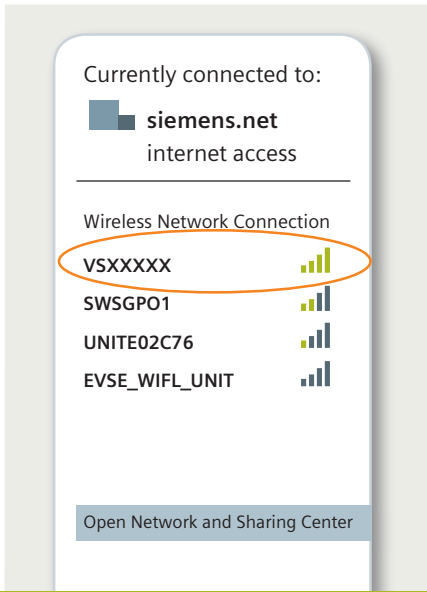
**C** Please create an account **username** and **password**, (note: both username and password are case sensitive) and enter your email address for the purpose of being notified of certain charge events.

- Username: Minimum 4 characters and maximum of 10, must contain at least one letter, allowed special characters !, \$, \_ and -
  - Password: Minimum of 5 characters with suggested maximum of 12 characters, avoiding special characters <, >, ", ', and ~
- Please record your username and password in a secure place.

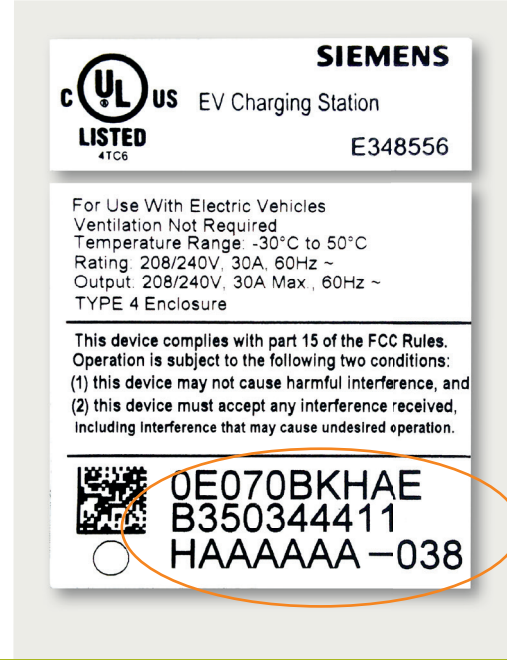
- STEP **3** Check that the Wi-Fi Status LED indicator is blinking green.  
If this is not the case, please refer to the Wi-Fi LED Status Indication Guide to determine next steps.



**STEP 4** Connect your web enabled device (computer/tablet) to the VersiCharge Access Point. To do this, find the available wireless networks which your computer or tablet can connect to and select the network starting with the letters 'VS' as pictured below. If you want to verify you are connecting to the correct VersiCharge network, make sure the serial number on the label at the top of your VersiCharge unit matches the network which your web enabled device is now connected to.



For example, if the label with the traceability number on your VersiCharge SG unit had the serial number shown in the picture below on it, the network you would be looking for on your computer or web enabled device would be 'VS-HAAAAAA038.'



**STEP 5** From your web enabled device (computer/tablet), visit **commission.versichargesg.net** to link the charger to your account by entering in the username created during the registration process. Here you can also assign a nickname to the charger you are setting up which will let you easily identify the charger.

The screenshot shows the 'EVSE-SG WebApp' commissioning form. At the top, it says 'Please enter the following information in order to commission your Versicharge SG changer. It requires you should have complete account.' Below this, a red message states 'Charger is not registered'. The form contains the following fields:

- Commissioning information:**
  - User name: Text input field with 'Don' entered.
  - Charger nickname: Text input field with 'dons\_evse3' entered.
  - Home wireless network SSID: Text input field with 'UNITE-2C78' entered.
  - Is secured wireless network?: Checked checkbox.
  - Home wireless network passcode: Text input field with '\*\*\*\*\*' entered.
  - Time zone: Dropdown menu with '(GMT -5:00) Eastern Time (US & Canada), Bogota, Lima' selected.
  - Daylight savings observed?: Unchecked checkbox.

At the bottom right of the form is a 'Submit' button. Below the form, there are two footnotes:

- \* - Mandatory fields.
- \* - The wireless network passcode gathered is for setting up the wireless in your charger and will not be shared.

Note: your browser may give you a security warning in trying to access this page. Please continue to navigate to this page, it is secure.

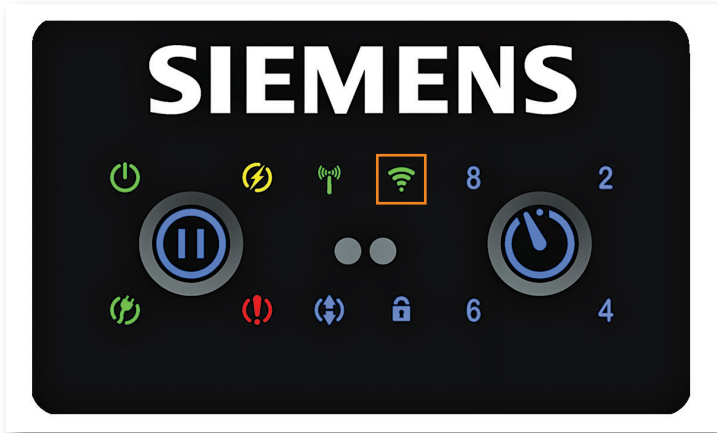
To connect your VersiCharge SG to the Wi-Fi network, navigate to the following web page in the browser of your choice:

**commission.versichargesg.net**

**All of the following fields are required for setup:**

- Enter the "Username" (username is case sensitive) you established during the app registration process
- Enter a "Charger nickname" of your choosing, make sure to provide unique names if you have multiple chargers linked to your account (username and password)
  - Minimum 1 character and maximum of 10, must contain at least one letter. Allowed special characters are !, \_ and -
- Enter the "Home wireless network SSID," this entry is case sensitive, make special note to select the 2.4GHz connection if a range extender is used
- If your home network is password protected, please select the check box and enter the wireless network pass code where prompted. Please note: your network password may also be case sensitive and needs to be entered in exactly as it is required by your wireless network.
- Select your time zone (defining internal clock of the device for scheduling purposes) and indicate if daylight savings is being observed
- Hit "Submit"

STEP 6 Give the charger up to 10 minutes to connect to the Wi-Fi network. The status of this process will be indicated by the Wi-Fi status LED



STEP 7 Once the Wi-Fi Status LED on your VersiCharge SG turns to solid state green/yellow or orange, log in to the app on your smartphone or on the computer using the credentials established during the user registration process.

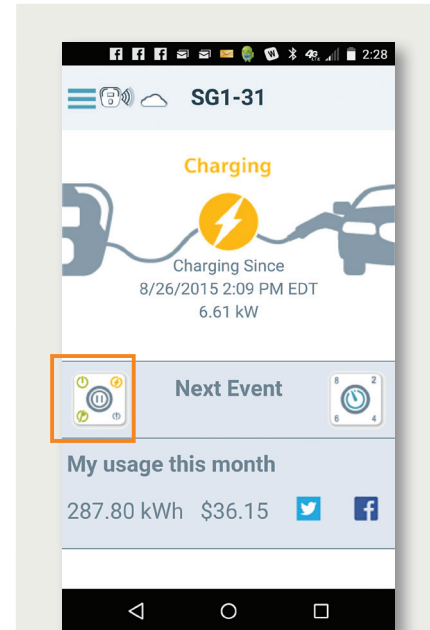
If using the computer to access the cloud app, make sure your computer is connected to your Wi-Fi network and access the page <https://www.versichargesg.com> to login to your account.



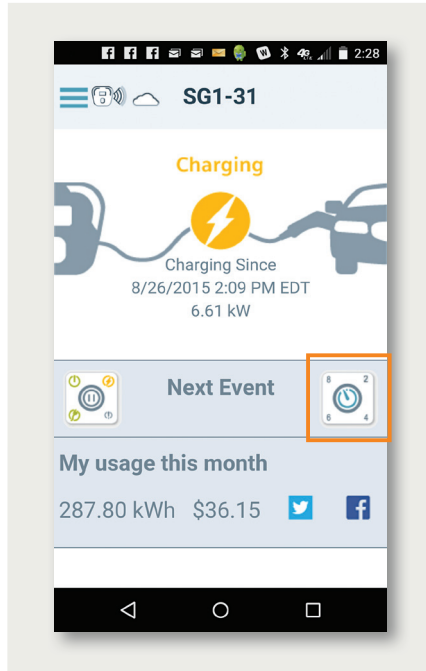
STEP 8 Navigate to the 'My Charger' tab and check that your charger appears with the nickname you assigned during the setup process.

STEP 9 You should now have full control for the charger from the home screen of the app.

Use the Pause button to pause or start a charge when your EV is plugged in and needs a charge.



Use the time delay button to delay charging for 2/4/6/8 hours by repetitively pressing this button until the desired delay is indicated.



**STEP 10** If the “Wi-Fi enabled” LED light remains solid red you may have a network strength issue, please test your signal strength at the location of your installation. Suggested Wi-Fi strength analyzers include:

- For iOS suggest “Network Analyzer” in the App Store.



Network Analyzer

- For Android suggest “Wi-Fi Analyzer” in Google Play



Wi-Fi Analyzer

If you are using the VersiCharge SG Smartphone app, the following icon will also indicate Wi-Fi signal strength:



Weak Wi-Fi Signal Strength



Fair Wi-Fi Signal Strength



Good Wi-Fi Signal Strength



Excellent Wi-Fi Signal Strength



Unable to Communicate to the Charger

**NOTE:** In case of a Wi-Fi network failure, the charger will continue to function based upon last registered state. If the schedule function is enabled, it will continue to run indefinitely. All demand response settings will be saved. Faceplate functionality will remain the same.

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