

DRYMEN E-BIKE CLUB

User Guidance

Please read through this document carefully and follow the instructions step-by-step. This guidance takes you through booking, collecting an E-bike, out and about on your E-bike & returning your E-bike. There is also a section on general guidance that covers more general issues.

The booking system is based on a system of trust – please be respectful of others and avoid returning your E-bike late, making last minute cancellations, etc. The scheme will only work if everyone supports each other.

BOOKING YOUR E-BIKE

BOOK ONLINE	<ul style="list-style-type: none"> • Bikes can be booked by the day. Please make a booking at least one day before you want to use it to ensure you receive your locker code in time. • Go to the booking page on the Discover Drymen website. We are currently using the Village Hall booking system, with the two bikes at the bottom of the booking calendar https://www.drymen.org/village-hall <ul style="list-style-type: none"> • You will need to create an account with the booking system before you can book a bike. • There are two E-bikes available: <ul style="list-style-type: none"> • Drymen Beag, the smaller one is best suited to riders from 5'2" to 5'10" • Drymen Mhor, the larger one is best suited to riders from 5'8" to 6'2" • Book the correct size E-bike for the day that you want to use it. <ul style="list-style-type: none"> • Click on the + sign in the corner of the bike and day you want to book. • Book the bike for the whole day, even if you only intend to use it for part of the day.
RECEIVE THE LOCKER CODE	<ul style="list-style-type: none"> • Once you have submitted your booking request you will receive an email with an unlock code for the correct E-bike locker. This code is used on the locker keypad. The code is only valid for the period of your E-bike booking.

COLLECTING YOUR E-BIKE

FIND THE E-BIKE	<ul style="list-style-type: none"> The E-bikes are in two lockers by the Village Hall. <ul style="list-style-type: none"> Drymen Beag is the SMALLER E-bike (best for 5'2" to 5'10") Drymen Mhor is the LARGER E-bike (best for 5'8" to 6'2")
OPEN THE LOCKER	<ul style="list-style-type: none"> Use the code supplied in the booking confirmation to open the locker and access the E-bike.
COLLECT THE KIT	<p>Inside the locker you will find:</p> <ul style="list-style-type: none"> The E-bike – check that it is the one that you booked, either Drymen Mhor (L) or Drymen Beag (S). A pannier on the E-bike containing the E-bike charger and a D-lock. Helmet(s) hanging up in the locker for anyone who does not have their own. Two keys - one for the battery and one for the D-lock. Keys and locks are colour coded with permanent marker. <u>Keys will be on a carabiner clipped to the front brake cables</u> of the E-bike. Please put them somewhere safe (zipped pocket?) while using the bike. NB – please keep the keys very safe – we can't afford to lose them!
INSPECT THE E-BIKE	<ul style="list-style-type: none"> Inspect your E-bike for any damage (e.g. scratches/dents) and please inform DCDT if you spot any problems. Feel the tyres – if they are feeling a bit soft please pump them up using the pump on the square by the bus shelter before you head off - RECOMMENDED TYRE PRESSURE 50-60 PSI (3.5 – 4.2 BARS) <u>It is really important to have fully inflated tyres to avoid getting a puncture and it's also much easier to ride.</u> Check the brakes are working and the wheels are spinning freely. Turn the E-bike computer on by briefly pressing the button on the top side of the computer and waiting a couple of seconds.
CHECK THE BATTERY	<ul style="list-style-type: none"> Check to ensure that your battery is sufficiently (at least 4 out of 5 bars) charged (Refer to the Guidance Notes, below)

<p>TRY THE E-BIKE OUT</p>	<ul style="list-style-type: none"> • Adjust the saddle to suit you. (<i>c. belt buckle height – see Guidance Notes, below</i>) • Have a bit of a try-out somewhere quiet to check everything works, and you are comfortable and confident. (<i>Refer to Guidance Notes, below for advice on riding an E-bike</i>)
<p>QUICK CHECK</p>	<ol style="list-style-type: none"> 1. Do you have the E-bike, lock and key with you? 2. Are you wearing your helmet? 3. Is your E-bike working properly, and have a sufficiently charged battery?
<p>ENJOY</p>	<ul style="list-style-type: none"> • Have a great time out and about on your E-bike!

OUT AND ABOUT ON YOUR E-BIKE



LOCK YOUR E-BIKE UP	<ul style="list-style-type: none"> • Always lock the E-bike if you leave it. For it to be insured, it must be locked to a suitable, secure object with the D-lock. • If you leave it unattended, please lock the E-bike through the frame to a secure object, using the lock provided. Please ensure the E-bike is not causing an obstruction where it is parked.
TAKE CARE OF THE KIT	<ul style="list-style-type: none"> • Try to always use the kick stand to support the E-bike when standing it up/leaning it against something. If it is not on a flat surface, make sure it won't fall over. • Be aware that you are responsible for the bicycle and equipment and will be liable for any loss or damage to them.
WHERE & HOW TO RIDE	<ul style="list-style-type: none"> • Please keep to paved roads, forestry roads and dedicated off-road cycle-paths or bridleways suitable for cycling with an electric bicycle. Don't use the E-bike for 'mountain bike' type riding. Remember that all rides are GPS tracked! • Please use the E-bike in a responsible way, keeping to the rules of the road. Use the bell to let others know you are around if needed. • Note that the power-assist (only) works up to 15.5 mph due to existing UK regulations. Faster than this means it's your legs (or gravity) doing all the work – and you might notice a change in how the E-bike responds. • If you are cycling in low light or on busy roads then turn the lights on. They use very little power and make you much more visible.
KEEP AN EYE ON THE TIME	<ul style="list-style-type: none"> • Please return the E-bike by the time agreed – otherwise someone else may miss out and everyone will be grumpy.
WHAT TO DO IN AN EMERGENCY	<p>If you break down, have a puncture, or simply go too far and realise that you can't get back in time – don't panic. We recommend the following actions:</p> <ol style="list-style-type: none"> 1. Please lock the E-bike securely, remove the pannier(s) and the E-bike computer (clicks off) and make your way home. 2. AS SOON AS POSSIBLE TEXT (otherwise ring) either: Richard (07708 099141), Ewan (07711 583628) or Simon (07847 728957) and let us know what has happened. Also, if you can please email: secretary@drymen.org 3. PLEASE DON'T ATTEMPT TO MEND THE E-BIKE YOURSELF.





RETURNING YOUR E-BIKE

INTRODUCTION	Hopefully you had a fantastic ride. We would be very grateful if you could work through these instructions now. We would WELCOME your feedback.
CHARGE THE BATTERY	<p>It is IMPORTANT that the battery is sufficiently charged for the next user. Please ensure that the battery is at least 80% (4 out of 5 bars) charged before returning it to the locker. You can either:</p> <ul style="list-style-type: none"> • Take the E-bike home and charge the battery at home using the charger provided with the E-bike. • Charge the E-bike at the ebike chargers on the bus shelter on the village square. Please make sure you LOCK the E-bike to the bike rack. <p>When the battery is sufficiently charged remember to PUT THE E-BIKE BACK IN THE LOCKER.</p>
REPLACE & CHECK YOUR E-BIKE	<ul style="list-style-type: none"> • Check the lights are turned off. Then turn the E-bike computer OFF. • Ensure the charger and D-lock are in the pannier attached to the E-bike. • Ensure the E-bike lock and battery keys are hanging from the front brake cables as you found them. • Return your E-bike to the locker, and put the kick stand down. <u>We find it is easier to REVERSE the bike into the locker.</u> • If you borrowed one, hang the helmet back up on the hooks in the locker. • If you notice any mechanical issues or damage to the E-bike / equipment please EMAIL ASAP: secretary@drymen.org or TEXT/WhatsApp: Richard (07708 099141) or Ewan (07711 583628)
FINAL STEPS!	<ul style="list-style-type: none"> • Make sure that the locker is properly closed and locked. <u>You may need to enter the code again to allow the door to shut</u> - the smartlock should then lock itself again a few seconds later. <p style="text-align: center;">THANK YOU FOR BOOKING A DRYMEN COMMUNITY E-BIKE.</p>

GUIDANCE NOTES

GETTING STARTED ON AN EBIKE	<ul style="list-style-type: none"> Riding an electric bike is a different experience because of the speeds involved. It's a good idea to start SLOW at ECO level, so you can expect an experience not too different from what you know. Electric bikes are heavier and you will need to get used to this. Be careful around corners, on cambers and gravel surfaces initially. Start out without assistance at all. Get the E-bike moving and when you feel steady and comfortable turn on the assistance. This process will help you feel in control as the assistance kicks in. Ride the E-bike like you would a normal bike – and <u>remember to use the gears</u>. Use the ECO setting to give you some assist. TURBO/SPORT are great for getting you up steep hills, but avoid using them all the time as it will drain your battery more quickly. <p>Many people find "TOUR" or "ECO" is a good setting for most of the time with a shot of "SPORT" or "TURBO" for the steeper hills...or just a bit more push when you feel like it (though it <i>can</i> get addictive).</p> <ul style="list-style-type: none"> <u>The range with a full battery on the different settings are approximately ECO (60 miles), Tour (35), SPORT (30), TURBO (25). Ranges vary depending on temperature, riding style and hilliness of route.</u>
ADJUSTING YOUR SADDLE	<ul style="list-style-type: none"> Open the quick release and move the saddle up or down to fit. Maybe try the saddle at approximately the height of a belt buckle and adjust up or down from there to suit you.
TURNING THE E-BIKE ON & OFF	<ul style="list-style-type: none"> The On/Off button is located at the bottom left of the computer. Press it briefly ONCE to turn it on. There will be a slight delay before the display lights up. Press the same button to turn it OFF. The screen will then go blank.
USING THE COMPUTER	<ul style="list-style-type: none"> There are 4 assistance settings – Eco, Tour, Sport and Turbo. You can scroll through the settings using the + and – buttons on the handlebar control.

	<ul style="list-style-type: none"> • The battery level is indicated by the number of bars on the display. • The display also shows other information that you can scroll through using the “i” button: <ul style="list-style-type: none"> ○ TRIP DISTANCE ○ TOTAL DISTANCE (Odometer) ○ RANGE (miles left on this charge) • To turn on the LIGHTS, press the button down and again to turn them off. <i>(NB Ensure the lights are turned off before you turn the E-bike computer off, otherwise they will come on when the next person uses the E-bike -who might not notice).</i>
CHARGING THE E-BIKE OUTSIDE	<p>When charging the E-bike outside (for example at the chargers on the village square), then leave the battery on the E-bike and charge it directly:</p> <ul style="list-style-type: none"> • Locate the charging socket cover flap, which is on the left-hand side of the E-bike, just in front of the pedals and the Bosch Motor, (see Fig 1). • Pull back the cover (see Fig 2) and insert the charging plug (from either the charger on the square or the supplied home charger). • If using the charger on the square, ensure the other end of the correct cable is plugged into the charging panel. • If using the charger on the square, ensure that the <u>E-bike is firmly locked through the frame to the bike racks</u> before leaving it. <div style="display: flex; justify-content: space-around;"> <div data-bbox="360 1368 903 1910">  <p style="text-align: center;">Fig 1</p> </div> <div data-bbox="927 1368 1469 1910">  <p style="text-align: center;">Fig 2</p> </div> </div>

<p>REMOVING THE BATTERY</p>	<p>If you choose to charge the battery at home you may want to remove it from the E-bike to charge inside. If so:</p> <ul style="list-style-type: none"> • Remove the battery cover by releasing the catch at the top (<i>Fig 3</i>). • Insert the <u>battery key</u> and turn (<i>Fig 4</i>). At the same time release the catch at the top of the battery (<i>Fig 5</i>). • GENTLY remove the battery. Please take great care not to damage the ‘connector pins’. <div style="display: flex; justify-content: space-around;">    </div> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <p><i>Fig 3</i></p> <p><i>Fig 4</i></p> <p><i>Fig 5</i></p> </div>
<p>CHARGING THE BATTERY</p>	<ul style="list-style-type: none"> • Plug the charger socket into the battery. See <i>Fig 6</i> on where to plug in/detach the battery. <div style="text-align: center; margin: 10px 0;">  <p><i>Fig 6</i></p> </div> <ul style="list-style-type: none"> • Check all the cables are properly connected and it is charging ok, indicated by one or more green lights.
<p>REPLACING THE BATTERY</p>	<ul style="list-style-type: none"> • Unplug the charger from the battery. • GENTLY insert the battery into the E-bike until it clicks into place. Lock and remove key, then refit cover making sure it clicks securely into place. Please take great care not to damage the ‘connector pins’.