

How to Register for the Con Edison PowerReady Portal

Please Note: This registration process is for Light-Duty, Medium-Heavy-Duty, Micromobility, Curbside, and Advisory Services. You only need to register ONCE to participate in all the programs. If you are already participating in one of these programs, you DO NOT need to register again!

New Participants: EV POWERREADY SELF-REGISTRATION

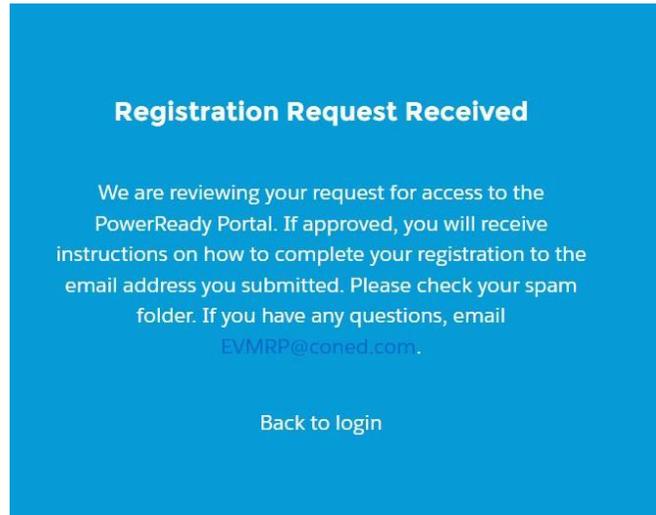
Self-Registration is required to sign into our Salesforce portal. Both Self-Registration and Single Sign-on registration must be completed to access the portal.

- If you are a new participant:
 - Go to <https://conedev.my.site.com/s/login/SelfRegister>
 - Fill out the form
 - You must fill out all fields
 - Phone numbers **must** be 10 digits with no dashes or parenthesis (e.g. 2121113333)
 - The 2 phone number fields: “Phone” and “Mobile” must be unique numbers
 - *Note: If you have an existing Con Edison account (e.g. you pay bills for your home or business), please use a different email than the one associated with that account.*
 - Click “Sign Up”

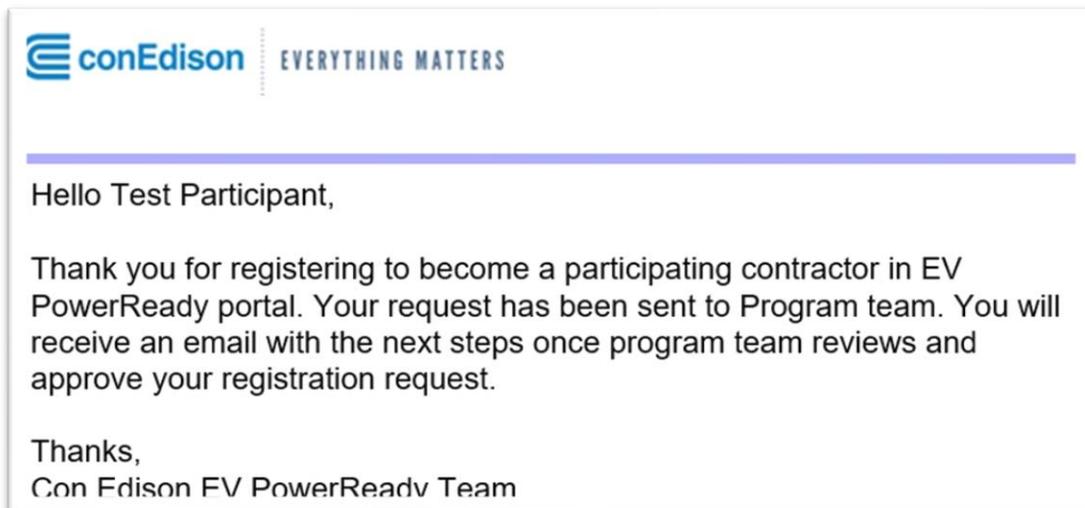
The screenshot shows the self-registration form on the Con Edison website. The URL in the browser is conedev.my.site.com/s/login/SelfRegister. The form is set against a blue background with the Con Edison logo at the top. Below the logo, there is a message: "Please complete the following information in order to register on the EV Participant Portal. You will receive an email with confirmation." The form consists of several input fields: First Name, Last Name, Email, Company Name, Phone, Mobile, Street, City, State/Province (a dropdown menu), Zip/Postal Code, and Business Development Representative (a dropdown menu). A red box highlights the "Sign Up" button at the bottom of the form. Below the button, there is a link that says "Already have an account?"

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- Once you hit “Sign Up” you will receive this message on your screen:



You will receive an email confirmation (before BD approval):



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Existing Participants/New Approved Registrations: SINGLE SIGN-ON REGISTRATION

If you are an existing participant who has already enrolled in a Con Edison Clean Energy Program, OR if you are new and your registration request has been approved, you will receive the email shown below with instructions on how to complete your registration. The steps included in the email are broken down on the next page.

Please note: you will not be able to register until you receive the email below.

Dear Con Edison *PowerReady Portal* User,

Please note, if you are already registered to use Con Edison's DMTS portal for other Energy Efficiency programs, you may skip to step 5.

1. **Register your account:** Please go to Con Edison single sign-on [CLICK HERE](#) You must use the same email address that you will use to log into the [PowerReady Portal](#).
2. **Activate your account:** Retrieve the auto-generated email at the email address you have entered above. Click on the link in the email. The activation email is only valid for 7 days.
3. **Set up your password:** The link will take you back to the registration page to set up a password for your account.
4. **Set up second factor authentication:** Next, you will be required to set up your choice of second factor authentication via phone SMS or email. Alternatively, you may choose a security question. For ease of access, we recommend the latter option for accounts with more than one person logging in from your company.
5. **Once you have completed the first four steps : Log into the portal at [Power Ready Portal](#).**

Please reach out to EVMRP@coned.com if you need assistance during the registration process.

Best Regards,

The Con Edison EV PowerReady Support Team
EVMRP@coned.com

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STEP 1: Register your account

First, click on the [link](#) which will take you to a sign on screen. Select "Register".

The screenshot shows a 'Log In' form. At the top center is the title 'Log In'. Below it are two input fields: 'Email Address' and 'Password'. To the right of the password field is a 'SHOW' link. Below the password field is a checkbox labeled 'Remember me'. At the bottom center is a 'Log In' button. To the right of the input fields are three links: 'REGISTER' (highlighted in yellow), 'RESET MY PASSWORD', and 'STEAM CUSTOMER?'.

Next, fill out the form with your first and last name and email address:

Who is registering?

ALL FIELDS REQUIRED, UNLESS OTHERWISE NOTED

Sign up to access your account services and features online.

First Name

Last Name

Email Address

Your email address will be your new login ID.

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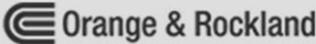
Then, you will then see this message:

**We've emailed you at
evmrptest@gmail.com. Follow the
instructions in your email to
complete your registration.**

Not your email address? Register a different email by reloading the page. Your email address will be your new login ID. If you don't see the email after approximately 10 minutes, please check your spam folder or try again. [RESEND YOUR ACTIVATION](#)

STEP 2: Activate your account

First, retrieve the automated email you received. Then, click on the link in the email to confirm your email address:

Email Confirmation

Hi Test Test,

You're almost ready to start using your account. Simply click the button below within 7 days to complete your registration. This email address will be your new login ID.

[VERIFY EMAIL ADDRESS](#)

****You must click the link within 7 days to complete your registration.****

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STEP 3: Set up your password

After you click on the “Verify Email Address” button, the link will take you here to create your password:

Create Your Profile

ALL FIELDS REQUIRED, UNLESS OTHERWISE NOTED

Set a Password

Password [SHOW](#)

✗ 8-30 characters ✗ At least 1 uppercase and 1 lowercase letter ✗ At least 1 number (0-9)
✗ Does not contain part of username

Confirm new password [SHOW](#)

STEP 4: Set up second-factor authentication

Add a second verification method to your account.

****If you are sharing the e-mail address among different people at your company, please select “I don’t have a mobile number” and choose a security question instead of a phone number.****

Create Your Profile

ALL FIELDS REQUIRED, UNLESS OTHERWISE NOTED

Choose a Second Verification

For your protection, add a second verification method to your account. This will help prevent your account from being accessed without your knowledge.

Mobile Phone Number  I don't have a mobile number

Please choose a security question.

Security Answer

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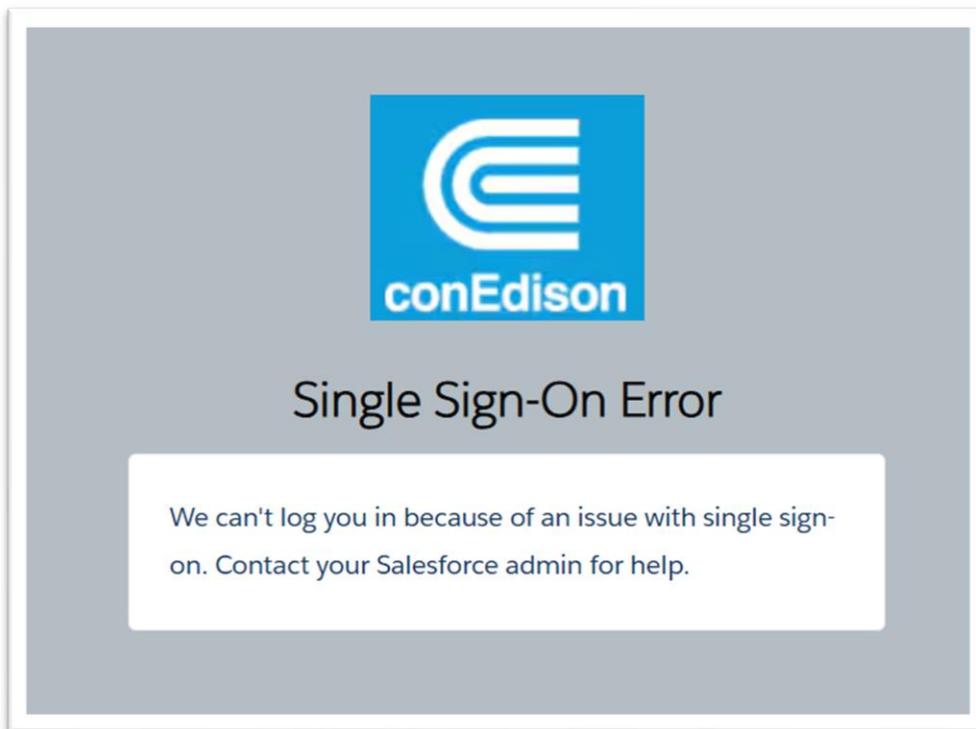
After you set up a second verification method, you will see this screen and your registration is complete.

You have successfully registered, but have you requested to turn on your power yet?

<p>I have an online account now but have not submitted a separate request to have my power service turned on.</p> <p>Submit Request</p>	<p>I already have power, but it's on another account. I need to combine my accounts. Please have your account number ready.</p> <p>Add An Account</p>
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You **do not** need to select an option to finish registering.

Note, if you receive this message:



You will need to complete and be approved for Self-Registration first.

STEP 5: Log In

Once you have completed the first four steps: Log into the portal at [Power Ready Portal](#) using the same login information you created in the Single Sign-On Registration.