POWER SMART MOBILE APPLICATION

USER MANUAL



1. DOWNLOADING THE APPLICATION

The application is designed to operate on iOS 12.4+ and Android 10+.

Download the POWER SMART Mobile application by visiting the <u>App Store</u>, <u>Google Play</u> OR scanning the below QR code:









2. HELP

Any questions, concerns, or issues regarding the application shall be reported to the POWER SMART Mobile App support team:

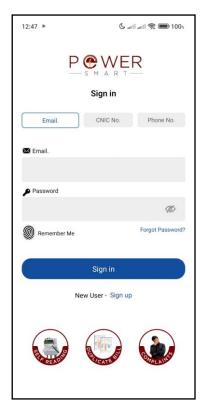
support@pitc.com.pk
042-99202063

3. POWER SMART MOBILE APP

3.1 LANDING SCREEN

Upon opening the application, the user is presented Landing Screen to:

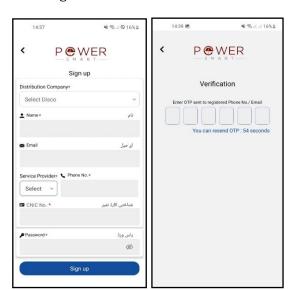
- Sign Up
- Sign In
- Recover forgotten password



3.1.1 **SIGN UP**

The user opening the application for the first time need to register an account.

- **Step 1:** Click the "**Sign up**" button, on the **Landing Screen**.
- **Step 2:** Enter the requested information followed by clicking the "**Sign up**" button.
- **Step 3:** Now enter the OTP sent to your registered email and mobile number.



3.1.2 **SIGN IN**

The user can sign-in using either of below three methods:

Step 1: Email / User ID

Click the "Email/User ID" tab. Enter the required information. Click the "Sign in" button.

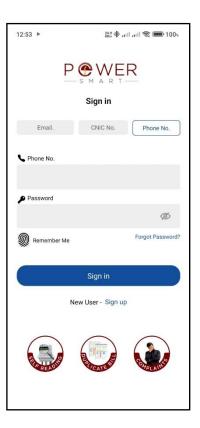
Step 2: CNIC No.

Click the "CNIC No." tab. Enter the required information. Click the "Sign in" button.

Step 3: Phone No.

Click the "**Phone No."** tab. Enter the required information. Click the "**Sign in**" button.

User can click on the "**Remember Me"** for future to get themselves sign in directly through this. (Optional)



3.1.3 FORGOT PASSWORD

The user can recover the forgotten password via registered Email/Phone No.

- **Step 1:** Click the "**Forgot Password?**" on the Landing Screen.
- **Step 2**: Enter the required information followed by clicking the "**Submit**" button.
- **Step 3**: Enter the OTP sent to your email/ phone number and reset the password.





3.2 HOME SCREEN

After sign-in, the user is presented with the Home Screen. This screen will pop up a window to ask the user to receive bill online via email or not.

This screen enables to navigate between:

- > Home
- Smart View
- Services
- **Complaints**

3.2.1 **HOME**

This screen enables the user to:

- Add Meter
- Add Multiple Meters

Welcome. Test User MST KARAM ELLANI Info: 771517004 000 MACO MADISTRANI MACO



3.2.1.1 ADD METER

The users using the application for the first time need to add meter in the app.

- **Step 1:** Click the "**Add Meter +**" button.
- **Step 2:** Click the "+" button.
- **Step 3:** Enter the "Consumer ID" followed by clicking the "**Add Meter**" button.
- **Step 4:** Click the "Confirm" button.

3.2.1.2 ADD MULTIPLE METERS

Add multiple meters by following the below steps:

- **Step 1:** Click the "Meter" Icon, on the Home Screen.
- **Step 2:** Click the "+" button.
- **Step 3:** Enter the "**Consumer Id**" followed by clicking the "**Add Meter**" button.
- **Step 4:** Click the "**Confirm**" button.

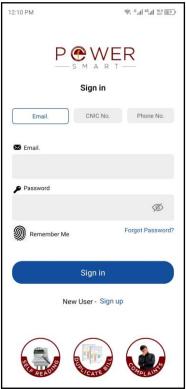




3.3 **GUEST MODE**

The guest mode lists the functions related to customer services and facilitation, and enables the users to perform the following:

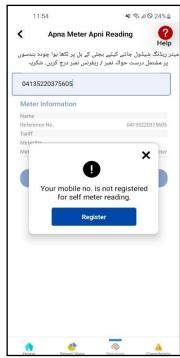
- > Self Reading
- Duplicate Bill
- **Complaints**



3.3.1 SELF READING

Submit the reading of your meter by following the below steps:

- **Step 1:** Click **"Self reading**" button, on Customer Services screen.
- **Step 2:** Firstly, you have to register your mobile number for Self meter reading.
- **Step 3:** Enter your Reference no.
- **Step 4:** On entering the reference no, the pop-up appears that your mobile no. is not registered.
- **Step 5:** Click on register button
- **Step 6:** Provide the required occupant's information followed by clicking the **"Submit"** button
- **Step 7:** Enter the OTP sent to your registered mobile no. and submit.
- **Step 8:** Now your mobile number is registered successfully.
- **Step 9:** Enter your reference number again and submit the reading of your meter.







3.3.2 DUPLICATE BILL

View the electricity bill online by following the below steps:

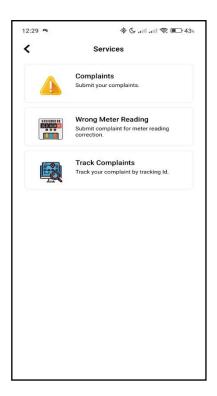
- **Step 1:** Click "Duplicate Bill" button, on guest mode screen.
- **Step 2:** Enter the reference number.



3.3.3 COMPLAINTS

This screen lists the functions related to customer services and facilitation, and enables the users to perform the following:

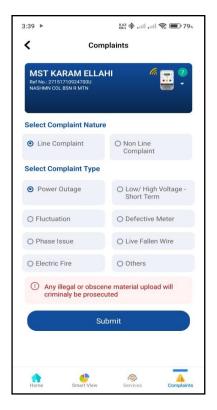
- Lodge Complaints
- > Track Complaints
- > Wrong Meter Reading



3.3.3.1 COMPLAINTS

Submit power and commercial complaints by following the below Steps:

- **Step 1:** Click "Complaints" button, on Customer Facilitation screen.
- **Step 2:** Select the Complaint Nature.
- **Step 3:** Select the relevant complaint followed by clicking the **"Proceed"** button.



3.3.3.2 TRACK COMPLAINTS

Track your lodged complaints by following the below steps:

Step 1: Click "Track Complaints" button, on Customer Facilitation screen.

All your Line and Non-line complaints will be shown here.





3.3.3.3 WRONG METER READING

Submit power and commercial complaints by following the below Steps:

- **Step 1:** Click "Wrong Meter Reading" button, on Customer Facilitation screen.
- **Step 2:** Fill all the fields and forward your Correction complaint followed by clicking the "Submit" button.

