

How to register and use the Go Velo app

Registration

1. At first, visit the Go Velo website. You can find the registration form at <https://start.govelo.nl/aanmelden>.
2. If you prefer the English language, you can click the EN-button at the upper right corner of the screen.
3. Scroll down until you see: "Step 1: Employer: and select Danone from the 'name company' box.
4. After choosing Danone you can select: **Taurusavenue 1672132 LS Hoofddorp** in the "Select your jobsite(s)" box.
5. Press **Continue**
6. The second step requires you to fill in some personal data.
 - a. You can skip the personal number and payment details
 - b. Choose your account details wisely: use your own e-mail address and an easy to remember password.
7. To complete this form press **Continue**
8. In the following step we ask you to provide us with information about your current way of travelling to work.
9. Thereafter, we ask you to write down your most important reasons to go to work by bike.
10. To complete this form press **Continue**
11. Please check the box on agreement of the terms conditions and press **Send** to complete your registration.
12. Now you are an officially registered member of the Danone Go Velo family. Check your mailbox for the confirmation e-mail. If you have not received the confirmation e-mail, please check your spam box, it may have entered there.

Using the Go Velo app

1. After completing the registration process, you can directly start measuring all your bike activities. Go to the app store or play store on your mobile phone and search for the Go Velo app.



2. **Download** the app on your mobile phone.
3. After installing the app, you can log in with your e-mail address and password you have chosen during the registration process:
 - a. The e-mail address must be entered completely in lowercase and please be careful not to use the space bar after entering your e-mail address.
 - b. The password you entered in the app should match the password you have chosen during registration. So please pay attention to any capital letters or symbols you may have used.
 - c. If you encounter difficulties logging in or you have forgotten your password, please try again by changing your password at: <https://start.govelo.nl/wachtwoordvergetengovelo>
4. Press **Inloggen**
5. You are now officially logged in to our Go Velo app and you will immediately receive a number of pop-up messages. These pop-up messages will ask you to give permission for using your GPS location on your mobile phone which is required to track your bicycle rides.
 - a. For a correct registration you should press **Agree** or **Akkoord**.
 - b. Furthermore, it is important to check the settings of your mobile phone whether the app has **access to your GPS location at all time**. So even though you are not actively

using the app, it will track your bike rides in the background.

6. You are now ready to track all your rides with our Go Velo app on your mobile phone!
 - a. In the '**trip summary**' you can see an overview of all the kilometers you have cycled.
 - b. To encourage you to cycle more often, each bicycle kilometer you have travelled is rewarded with a point. When you have collected enough points you can order products from the **shop**, receive discount coupons, or donate your points to a selected charity.
 - c. In the '**balance**' you can see the total points you have earned.

7. In case you have any questions or did not succeed to log in, ask our support team for help by sending an e-mail to helpdesk@govelo.nl. We are happy to help you and wish you a lot of bicycle fun with Go Velo!