



WORK INSTRUCTION

Register an Account, Update Account Details and Manage Your Licensed Electrical Workers (LEW) for a Registered Electrical Contractor (REC) to eConnect.

<Document Id.>

Purpose

This Work Instruction describes the steps required to ensure that a Registered Electrical Contractor can register an account to eConnect, update profile details and reset their password.

Task Detail: Registering an Account, Updating Account Details and Resetting Password.

Proceed to [Section 1](#) for **Registering Account** Instructions.

Proceed to [Section 2](#) for **Updating Account** Instructions.

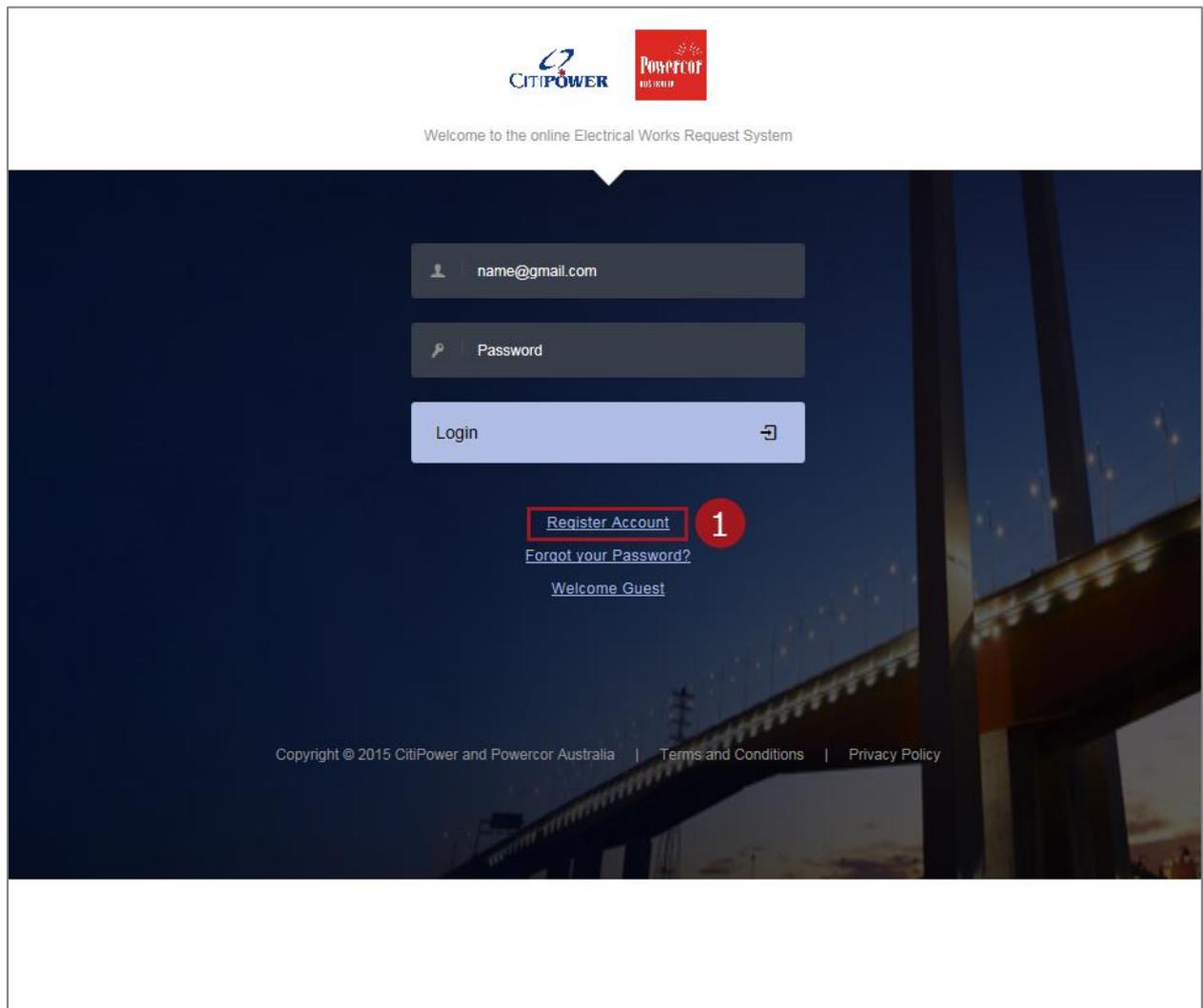
Proceed to [Section 3](#) for **Managing Your LEWs** Instructions.

Proceed to [Section 4](#) for **Changing Password** Instructions.

Proceed to [Section 5](#) for **Forgotten Password** Instructions.

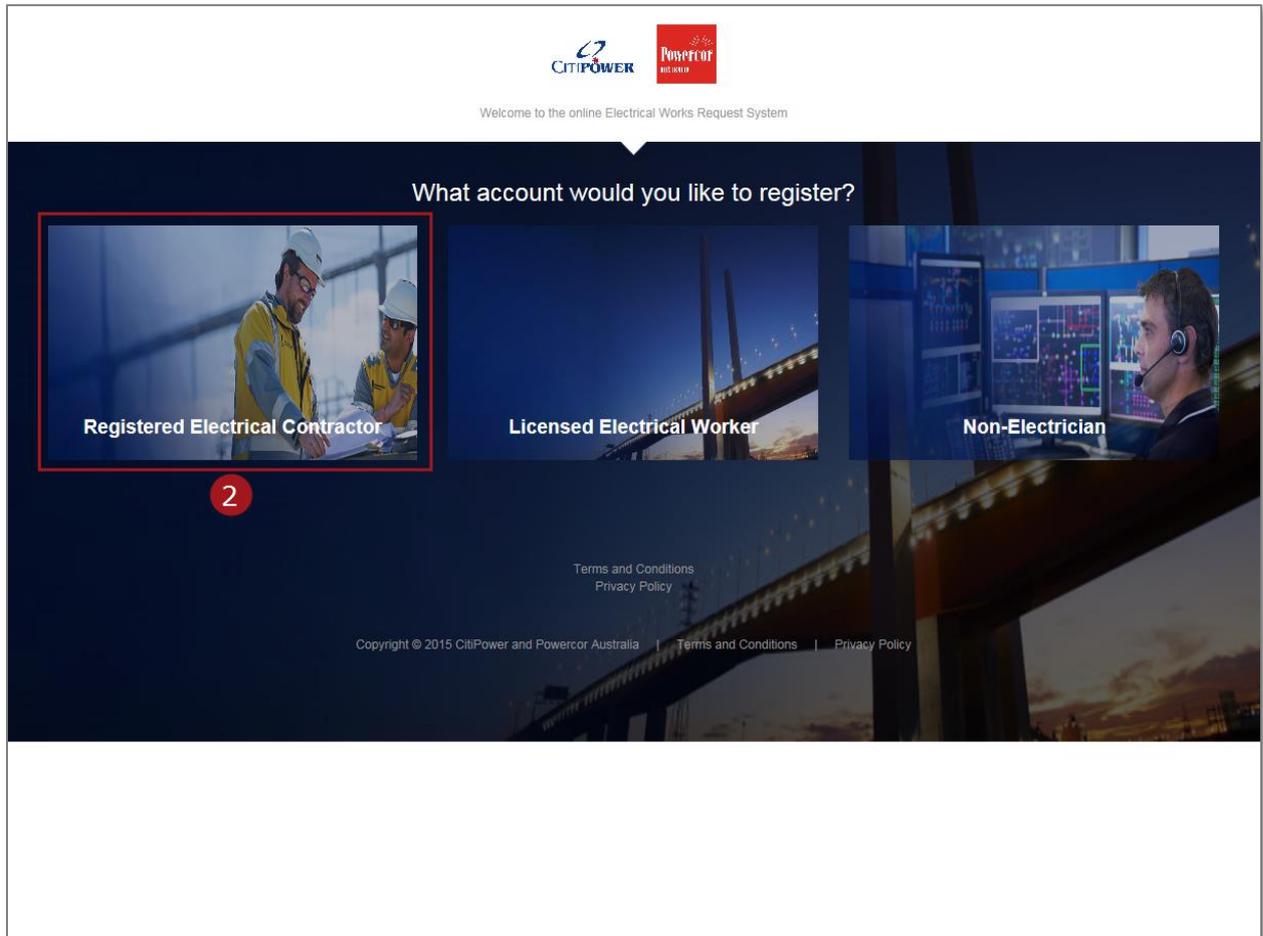
Section 1: Registering an Account.

Step 1 Select "Register Account" on the login homepage.



Step 2

Select "Registered Electrical Contractor (REC)" on the login homepage.



The blue message box provides you with the criteria of a REC. If these conditions apply to you, you should proceed with registering an account.

Signing up is free and simple. Complete the form below and get registered today!

A Registered Electrical Contractor (REC) is a Sole Proprietor, a Business Partnership or a Corporation that holds the required insurances to perform electrical work for the public.

[When should you register as a REC?](#)
If you are a Registered Electrical Contractor, please register as a REC.

Registered Electrical Contractor (REC) Details

Search for REC Number

REC Number

Trading Name

Street

Suburb Postcode

Business Phone (Optional)

Registration Type
 Sole Proprietor
 Partnership
 Corporation

Step 3

Search for your REC number using the "Search" function.

Note: If your details are already in the system then the form will be auto-populated with your business details, continue to [Step 5](#).

The screenshot shows a registration form for a Registered Electrical Contractor (REC). At the top, there are logos for CitiPower and Powercor Australia. Below the logos, a message states: "Signing up is free and simple. Complete the form below and get registered today!".

A light blue box contains the following text: "A Registered Electrical Contractor (REC) is a Sole Proprietor, a Business Partnership or a Corporation that holds the required insurances to perform electrical work for the public." Below this, it asks "When should you register as a REC?" and provides the instruction: "If you are a Registered Electrical Contractor, please register as a REC."

The main form is titled "Registered Electrical Contractor (REC) Details". It features several input fields: "Search for REC Number" (containing "1234" and a "Search" button), "REC Number" (containing "1234"), "Trading Name" (containing "Sparky Electrical"), "Street" (containing "55 Collins St"), "Suburb" (containing "Melbourne"), and "Postcode" (containing "3000").

A red box highlights the "Search for REC Number" field and its "Search" button. To the right of this box is a red circle containing the number "3", indicating the current step in the process.

If your details are not already in the system you will receive the following message, continue to fill out the form, continue to [Step 4](#).

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Signing up is free and simple. Complete the form below and get registered today!

A Registered Electrical Contractor (REC) is a Sole Proprietor, a Business Partnership or a Corporation that holds the required insurances to perform electrical work for the public.

[When should you register as a REC?](#)
If you are a Registered Electrical Contractor, please register as a REC.

Registered Electrical Contractor (REC) Details

Search for REC Number

4321 Search

Your Registered Electrical Contractor account was not found in the system. Please provide all the relevant registration details.

REC Number

Trading Name

Street

Step 4

Enter your business details on the "Registered Electrical Contractor (REC) Details" page.

Note: All fields are mandatory unless stated.

Registered Electrical Contractor (REC) Details

Search for REC Number

4321

Your Registered Electrical Contractor account was not found in the system. Please provide all the relevant registration details.

REC Number
4321

Trading Name
Robbo the REC

Street
21 Davis Street

Suburb
Tarneit

Postcode
3029

Business Phone (Optional)
0400123456

Registration Type

Sole Proprietor
 Partnership
 Corporation

ABN (Optional)

4

Step 5 Select the "Registration Type".

Note: For Partnership and Corporation registrations you will be asked if you wish to allow other electricians to submit on your behalf.

Select an answer to this question.

Step 6 It is optional to enter your ABN.

The screenshot shows a registration form with the following fields and sections:

- REC Number:** 4321
- Trading Name:** Robbo the REC
- Street:** 21 Davis Street
- Suburb:** Tarneit
- Postcode:** 3029
- Business Phone (Optional):** 0400123456
- Registration Type:** Radio buttons for Sole Proprietor, Partnership, and Corporation. The Corporation option is selected.
- Can any electrician submit a connection request?:** Radio buttons for Yes and No. The Yes option is selected.
- ABN (Optional):** 12345678910
- Contact Details:** A section at the bottom of the form.

Red boxes highlight the "Registration Type" and "ABN (Optional)" sections. Red circles with the numbers 5 and 6 are placed to the right of these sections, indicating the steps to be followed.

Error messages in red will appear if you have not completed the necessary fields to complete the registration process.

A Registered Electrical Contractor (REC) is a Sole Proprietor, a Business Partnership or a Corporation that holds the required insurances to perform electrical work for the public.

[When should you register as a REC?](#)
If you are a Registered Electrical Contractor, please register as a REC.

Registered Electrical Contractor (REC) Details

Search for REC Number

REC Number

Trading Name

Street

Suburb

Postcode

This information is mandatory.

Business Phone (Optional)

Registration Type

Sole Proprietor

Partnership

Corporation

This information is mandatory.

Step 7 Enter your personal contact details and select your “Preferred Contact Method” that CitiPower and Powercor will contact you regarding the status of your requests or any updates.

Step 8 Read and accept “Terms and Conditions” then select “Register”.

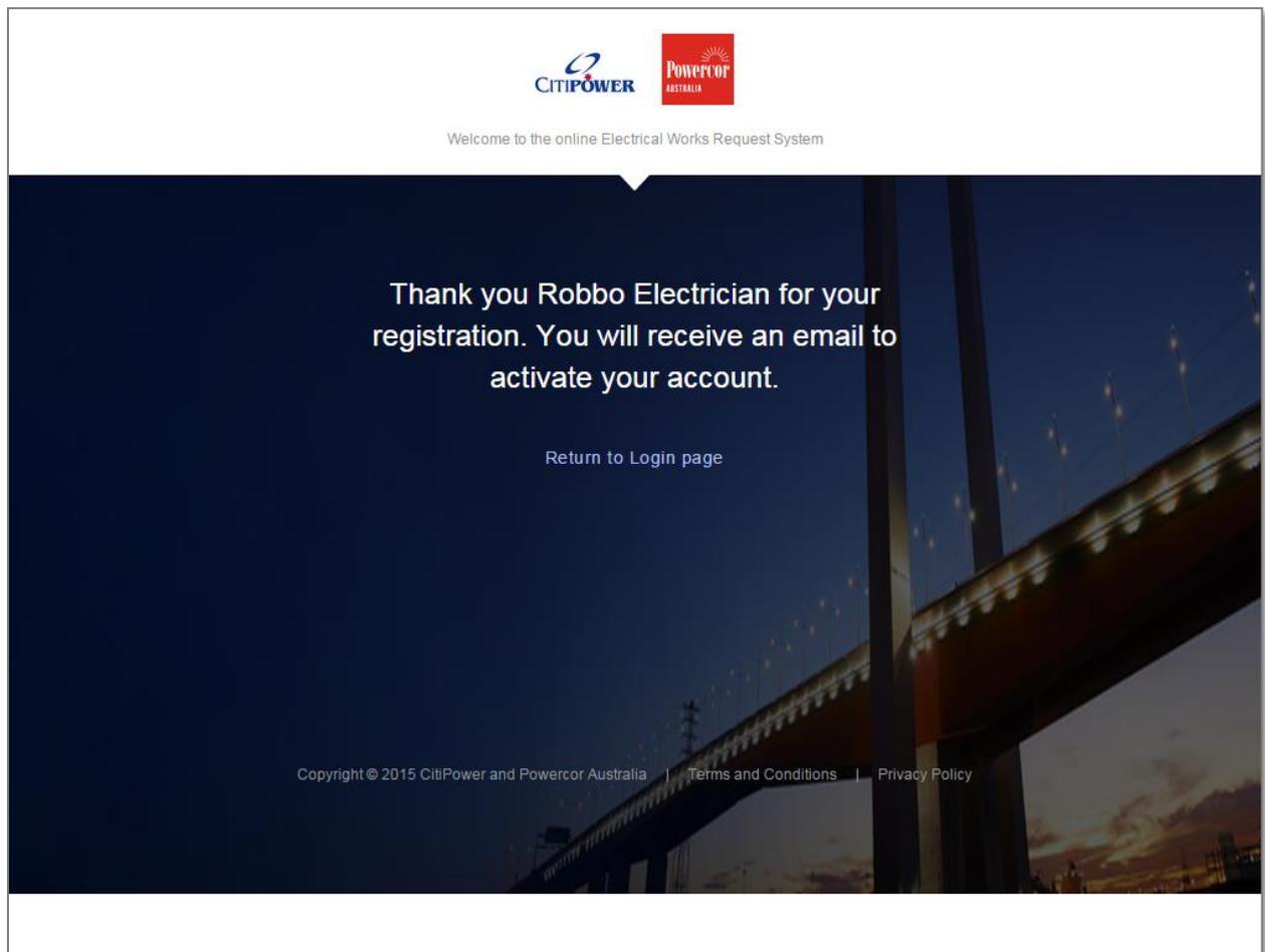
The screenshot shows a registration form with two main sections: "Contact Details" and "Terms and Conditions".

Contact Details: This section contains four input fields: "First Name" (Robbo), "Last Name" (Electrician), "Email" (robboelectrician@gmail.com), and "Mobile" (0400654321). Below these is a "Preferred Method of Contact" section with three radio buttons: "Email", "SMS", and "Both" (which is selected). A red box highlights the entire contact details section, and a red circle with the number "7" is positioned to its right.

Terms and Conditions: This section has a title "Application for service – Electrical Works Request (EWR) for new and existing installations" and a scrollable text area containing a disclaimer. Below the text is a checkbox labeled "I accept the Terms and Conditions", which is checked. A red box highlights this checkbox, and a red circle with the number "8" is positioned to its right.

At the bottom of the form are two buttons: a blue "Register" button and a grey "Return to Login" button. A red box highlights the "Register" button.

Upon submission of the "REC Details Form", you will see a confirmation of submission on your screen.

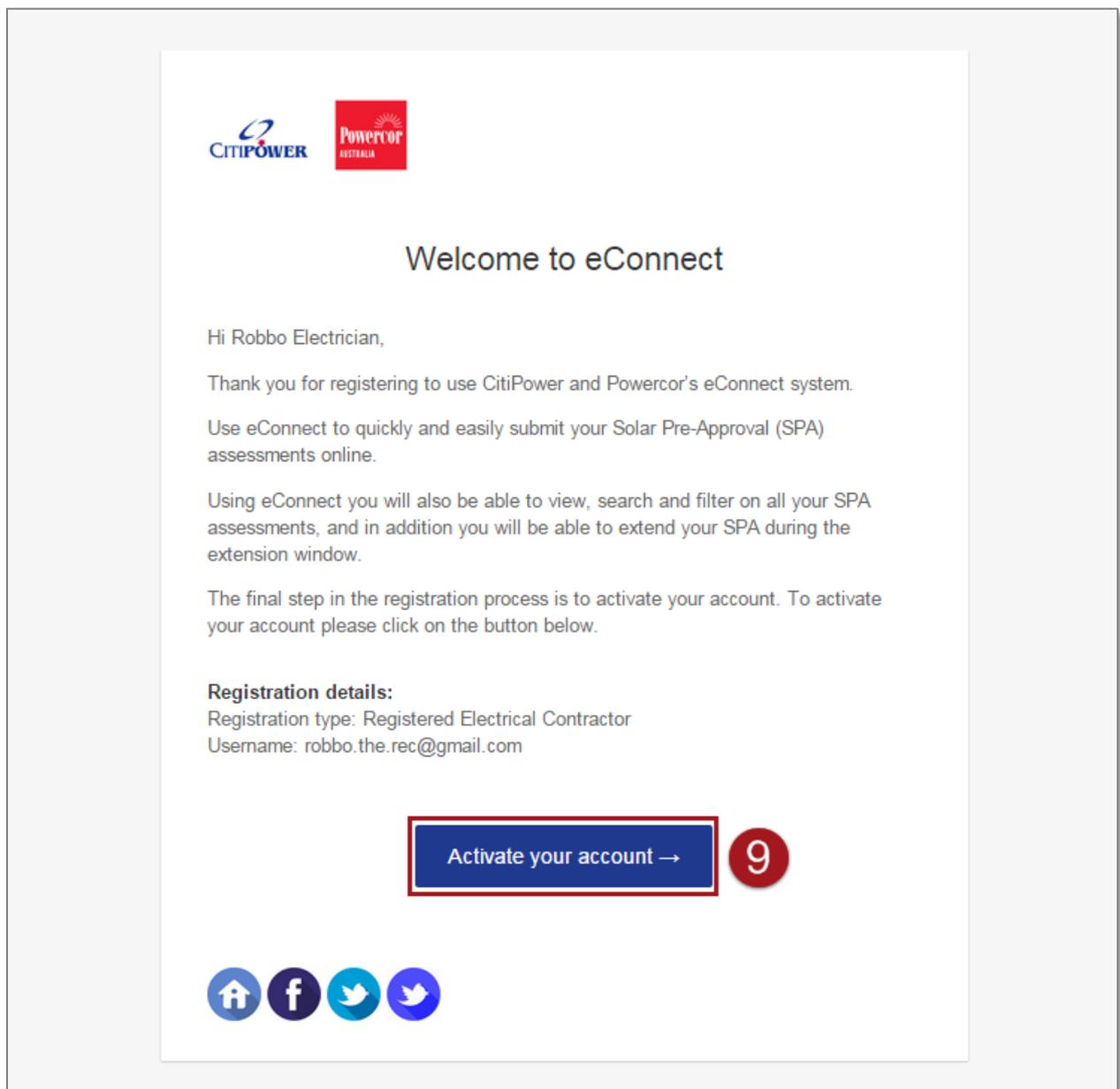


Step 9

You will receive a "Welcome to eConnect" email.
Select "Active your account".

Note: If you do not receive this email follow these steps:

1. Check your junk mail folder for the "Welcome to eConnect" email.
2. If that fails, call 132 206 or email eConnect_Enquiries@powercor.com.au so a CitiPower and Powercor team member can assist you with the registration process.



- Step 10** Enter a password.
Note: must be at least 8 characters and contain at least one number.
Then validate your password.

- Step 11** Select "Set Password" to complete the registration process.

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Welcome to the online Electrical Works Request System

Your password must be a minimum of 8 characters and contain at least 1 number.

It is the user's responsibility to manage the security of their password. Please make sure your password is not easy to guess and keep it safe.

Set Your Password

New Password

Verify New Password

Set Password

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Once your password is accepted, you will be directed to the Dashboard homepage and you can begin using eConnect.

To view CitiPower and Powercor's Terms and Conditions or Privacy Policy, select the hyperlinks located at the bottom of every page.

The screenshot displays the eConnect dashboard for a user named 'Eddie Electrician'. The interface includes a dark sidebar with navigation options: Dashboard, Submit Connection Request, View Connection Requests, Solar Pre-Approvals, Manage My Profile, Enquiries, and View My Call to Actions. The main content area features a 'Welcome to eConnect!' message, a 'Call to action' banner with a 'View Updates' button, and six request cards: 'New Connections', 'Alterations', 'Abolishments', 'Solar Pre-Approvals', 'Enquiries', and 'Help'. A 'Latest Requests' section includes a search bar and a table with columns for #, Work Site Address, Type, Status, Update, Cancel, and Clone. The footer contains copyright information and links to Terms and Conditions and Privacy Policy.

eConnect

Eddie Electrician Log Out

Welcome to eConnect!

Call to action. Some of your requests have updates. [View Updates](#)

New Connections
Create a new connection request

Alterations
Create a new additions and alterations request

Abolishments
Create a new abolishment request

Latest Requests
5 Latest Requests

Connection Request ID: [Find](#) [View All](#)

#	Work Site Address	Type	Status	Update	Cancel	Clone
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Solar Pre-Approvals
Create or view a solar pre-approval

Enquiries
Create or view an enquiry

Help
Additional Information

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Section 2: Updating an Account.

Step 1a To update your account, select your account name in the top left hand corner of the Home Page.

Step 1b Alternatively, select "Manage my profile", from the sidebar menu on the left-hand side, continue to [Step 3](#).

Step 2 Select "Edit Profile".

The screenshot shows a user dashboard for 'Robbo Electrician'. The top left corner displays the user's name and a profile icon, with a red box and '1a' indicating the account name. Below this is a navigation menu with 'Edit Profile' highlighted by a red box and '2'. On the left sidebar, 'Manage My Profile' is highlighted with a red box and '1b'. The main content area features several cards: 'New Connections', 'Alterations', 'Abolishments', 'Solar Pre-Approvals', 'Enquiries', and 'Help'. A 'Latest Requests' section is visible below the cards, with a search bar for 'Connection Request ID' and a table with columns for '#', 'Work Site Address', 'Type', 'Status', 'Update', 'Cancel', and 'Clone'. The 'Coming Soon' label is present on several cards.

Step 3

Under "Contact Details" you can update your account name, email and mobile.

Note: If you update your email this will become your username when you sign into eConnect.

The screenshot shows the 'Profile Settings' page for a user named 'Robbo Electrician'. The page is divided into several sections:

- Contact Details:** This section is highlighted with a red border and a red circle containing the number '3'. It contains four input fields: 'First Name' (Robbo), 'Surname' (Electrician), 'Email' (robbo.the.rec@gmail.com), and 'Mobile' (0400123456). A note below the email field states: 'Note: Username is the same as your email.'
- Preferences:** This section contains two sets of radio buttons. The first set is for 'Preferred Contact Method' with options: Email (selected), SMS, and Both. The second set is for 'Can any electrician submit a connection request?' with options: Yes (selected) and No.
- REC Details:** This section contains several input fields: 'REC Number' (123445), 'Business Phone' (empty), 'Trading Name' (Robbo's Electric), 'ABN' (empty), 'Address' (21 Smith Street), 'Suburb' (Melbourne), and 'Postcode' (3000).

On the right side of the page, there are two navigation buttons: 'Change Your Password' (blue) and 'Dashboard' (green). At the bottom right, there are two buttons: 'Cancel' (grey) and 'Update Profile Settings' (blue).

Step 4 Select your "Preferred Contact Method" that CitiPower and Powercor will contact you regarding the status of your requests or any relevant updates.

Step 5 For Partnership and Corporation registrations you can update your preferences on whether to allow other electricians to submit requests on your behalf.
Note: If you select "No", you can manage which Licensed Electrical Workers (LEW) can submit on your behalf, continue to [Step 8](#).

Robbo Electrician Log Out

Profile Settings

Contact Details

First Name	<input type="text" value="Robbo"/>	Surname	<input type="text" value="Electrician"/>
Email	<input type="text" value="robbo.the.rec@gmail.com"/>	Mobile	<input type="text" value="0400123456"/>

Note: Username is the same as your email.

Preferences

Preferred Contact Method	<input checked="" type="radio"/> Email <input type="radio"/> SMS <input type="radio"/> Both	Can any electrician submit a connection request?	<input checked="" type="radio"/> Yes <input type="radio"/> No
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REC Details

REC Number	<input type="text" value="123445"/>	Business Phone	<input type="text"/>
Trading Name	<input type="text" value="Robbo's Electric"/>	ABN	<input type="text"/>
Address	<input type="text" value="21 Smith Street"/>		
Suburb	<input type="text" value="Melbourne"/>		
Postcode	<input type="text" value="3000"/>		

Step 6 Under "REC Details" you can update your business details.
Note: Your REC Number and ABN cannot be updated.

Step 7 Select "Update Profile Settings" when you have completed your changes.

The screenshot shows the 'Profile Settings' page for a user named 'Robbo Electrician'. The page is divided into three main sections: 'Contact Details', 'Preferences', and 'REC Details'. The 'Contact Details' section includes fields for First Name (Robbo), Surname (Electrician), Email (robbo.the.rec@gmail.com), and Mobile (0400123456). The 'Preferences' section includes radio buttons for Preferred Contact Method (Email, SMS, Both) and a question 'Can any electrician submit a connection request?' with Yes/No options. The 'REC Details' section is highlighted with a red box and a red circle with the number 6. It includes fields for REC Number (123445), Business Phone, Trading Name (Robbo's Electric), ABN, Address (21 Smith Street), Suburb (Melbourne), and Postcode (3000). At the bottom of the page, there are 'Cancel' and 'Update Profile Settings' buttons. The 'Update Profile Settings' button is highlighted with a red box and a red circle with the number 7. On the right side of the page, there are two buttons: 'Change Your Password' and 'Dashboard'. The footer of the page contains copyright information: 'Copyright © 2015 CitiPower and Powercor Australia | Terms and Conditions | Privacy Policy'.

Upon submission you will receive the following confirmation of update.

The screenshot displays the 'Profile Settings' interface for a user named 'Robbo Electrician'. The interface is divided into three main sections: Contact Details, Preferences, and REC Details. A dark sidebar on the left contains navigation options: Dashboard, My Connections, Connection Request, Solar Pre-Approvals, Call to Action, Manage My Profile, and Enquiries. The Contact Details section includes fields for First Name (Robbo), Surname (Electrician), Email (robbo.the.rec@gmail.com), and Mobile (0400123456). The Preferences section allows selection of a preferred contact method (Email, SMS, or Both) and a toggle for whether any electrician can submit a connection request. The REC Details section contains fields for REC Number (98765), Business Phone, Trading Name (Robbo Electrics), Address (21 Smith Street), Suburb (Melbourne), and Postcode (3000). At the bottom right, there are 'Cancel' and 'Update Profile Settings' buttons. A green notification box at the bottom left, highlighted with a red border, contains a checkmark and the text 'Profile updated successfully'. The footer of the page reads 'Copyright © 2015 CitiPower and Powercor Australia'.

Contact Details

First Name: Robbo
Surname: Electrician
Email: robbo.the.rec@gmail.com
Mobile: 0400123456
Note: Username is the same as your email.

Preferences

Preferred Contact Method: EMail, SMS, Both
Can any electrician submit a connection request?: Yes, No

REC Details

REC Number: 98765
Business Phone:
Trading Name: Robbo Electrics
ABN:
Address: 21 Smith Street
Suburb: Melbourne
Postcode: 3000

Buttons: Cancel, Update Profile Settings

Notification: Profile updated successfully

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Section 3: Manage Your LEWs.

Step 1a To update your account, select your account name in the top left hand corner of the Home Page.

Step 1b Alternatively, select "Manage my profile", from the sidebar menu on the left-hand side, continue to [Step 3](#).

Step 2 Select "Edit Profile".

The screenshot displays the CitiPower user interface. On the left is a dark sidebar menu with options: Dashboard, Submit Connection Request, View Connection Requests, Solar Pre-Approvals, **Manage My Profile** (highlighted with a red box and '1b'), Enquiries, and View My Call to Actions. The top navigation bar shows the user's name 'Robbo Electrician' (with a red box and '1a') and a 'Log Out' button. Below the name is an 'Edit Profile' button (with a red box and '2'). The main content area features several cards: 'New Connections' (lightbulb icon), 'Alterations' (house icon, 'Coming Soon'), 'Abolishments' (excavator icon, 'Coming Soon'), 'Solar Pre-Approvals' (solar panels icon), 'Enquiries' (question mark icon, 'Coming Soon'), and 'Help' (hands icon). Below these is a 'Latest Requests' section with a search bar and a table with columns: #, Work Site Address, Type, Status, Update, Cancel, and Clone.

Step 3

To manage your LEWs, you must selected "No" under "Can any electrician submit a connection request", select "Update Profile Settings" .

Robbo Electrician Log Out

Profile Settings

Contact Details

First Name	<input type="text" value="Robbo"/>	Surname	<input type="text" value="Electrician"/>
Email	<input type="text" value="robbo.the.rec@gmail.com"/>	Mobile	<input type="text" value="0400123456"/>

Note: Username is the same as your email.

Change Your Password

Dashboard

Preferences

Preferred Contact Method	<input checked="" type="radio"/> Email <input type="radio"/> SMS <input type="radio"/> Both	Can any electrician submit a connection request?	<input type="radio"/> Yes <input checked="" type="radio"/> No
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REC Details

REC Number	<input type="text" value="123445"/>	Business Phone	<input type="text"/>
Trading Name	<input type="text" value="Robbo's Electric"/>	ABN	<input type="text"/>
Address	<input type="text" value="21 Smith Street"/>		
Suburb	<input type="text" value="Melbourne"/>		
Postcode	<input type="text" value="3000"/>		

Cancel **Update Profile Settings** 3

Upon submission you will receive the following confirmation of update.

Robbo Electrician

Profile Settings

Contact Details

First Name: Surname:

Email: Mobile:

Note: Username is the same as your email.

Preferences

Preferred Contact Method: EMail SMS Both

Can any electrician submit a connection request? Yes No

REC Details

REC Number: Business Phone:

Trading Name: ABN:

Address:

Suburb:

Postcode:

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Profile updated successfully

Step 4

You will now have the option to control which LEWs can submit connection requests on your behalf, select "Manage my LEWs".

Robbo Electrician Log Out

Profile Settings

Contact Details

First Name	<input type="text" value="Robbo"/>	Surname	<input type="text" value="Electrician"/>
Email	<input type="text" value="robbo.the.rec@gmail.com"/>	Mobile	<input type="text" value="0400123456"/>

Note: Username is the same as your email.

Preferences

Preferred Contact Method	<input checked="" type="radio"/> Email <input type="radio"/> SMS <input type="radio"/> Both	Can any electrician submit a connection request?	<input type="radio"/> Yes <input checked="" type="radio"/> No
--------------------------	---	--	--

REC Details

REC Number	<input type="text" value="123445"/>	Business Phone	<input type="text"/>
Trading Name	<input type="text" value="Robbo's Electric"/>	ABN	<input type="text"/>
Address	<input type="text" value="21 Smith Street"/>		
Suburb	<input type="text" value="Melbourne"/>		
Postcode	<input type="text" value="3000"/>		

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Step 5

To nominate a LEW to submit connection requests on your behalf select "Add LEW".

Robbo Electrician Log Out

Dashboard / Manage My Profile / Manage My LEW / My List

Please nominate the Licensed Electrical Workers (LEW) that can submit connection requests on your behalf. Please add and remove LEWs from your REC account here or To allow any LEW to submit a request on your behalf, (unrestricted) please change your preferences on your profile page.

5 + Add LEW

Back

10 records per page Find My LEW

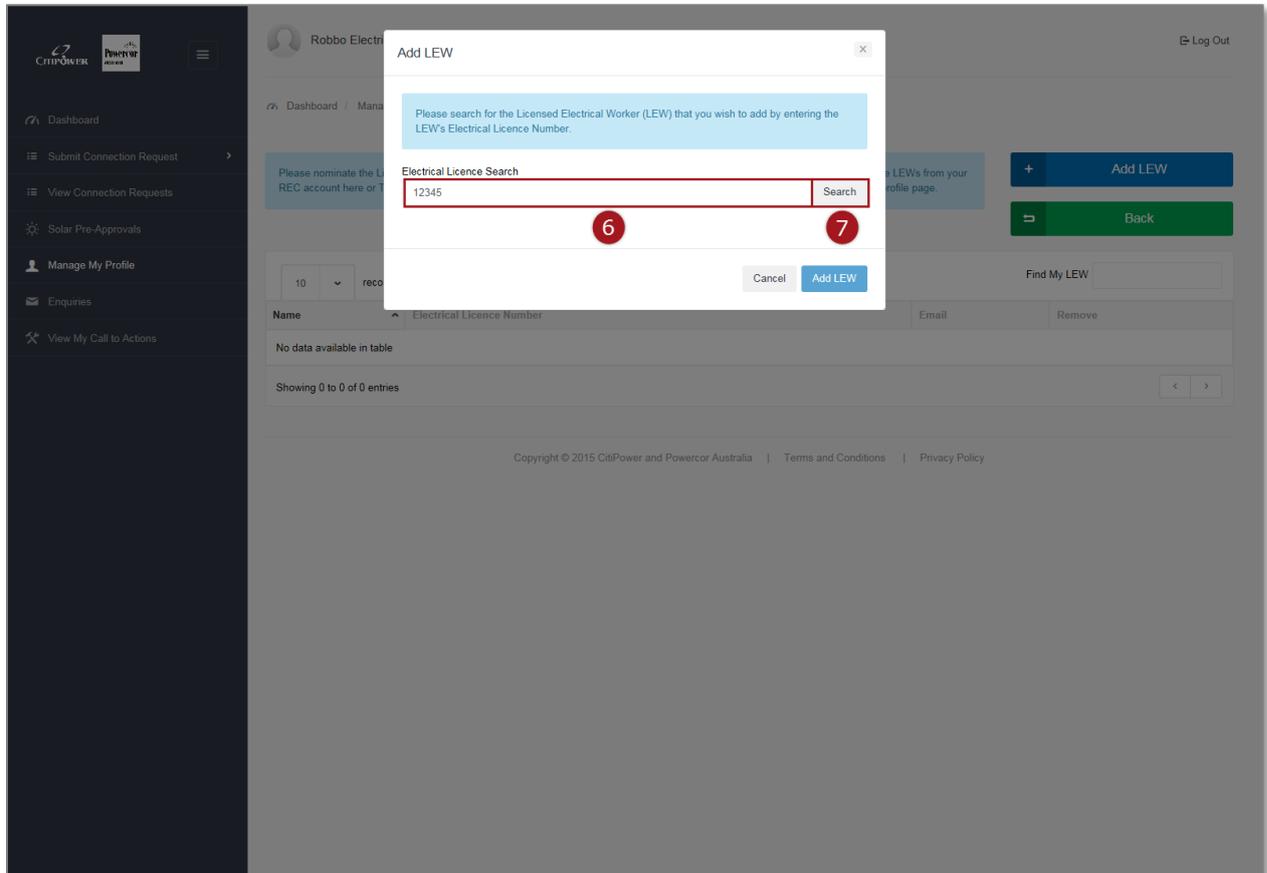
Name	Electrical Licence Number	Email	Remove
No data available in table			

Showing 0 to 0 of 0 entries < >

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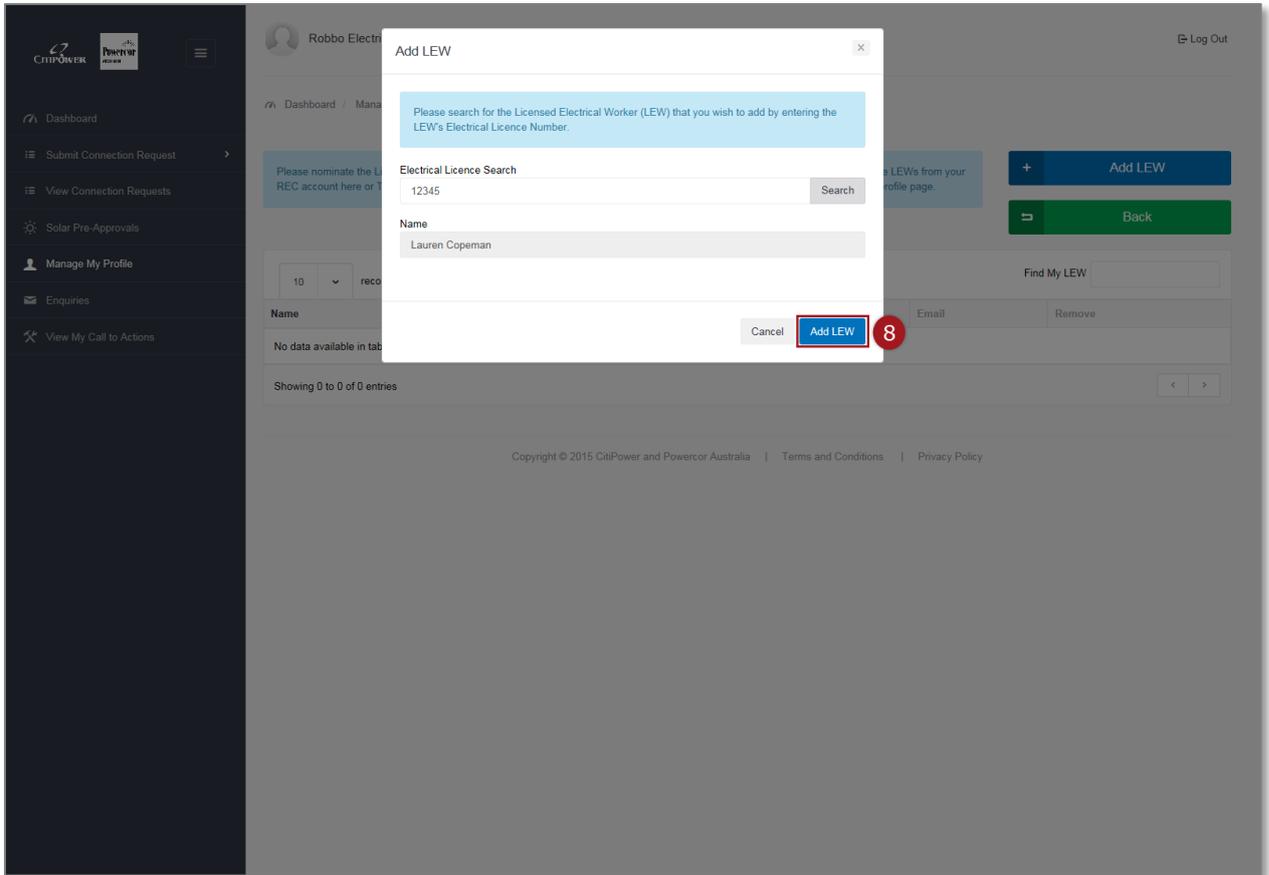
Step 6 Enter the Electrical Licence Number of the LEW.

Step 7 Select "Search".



Step 8

If the name is correct, select "Add LEW", if not search again.



Step 9

The LEW now has permission to submit connection requests on your behalf.

To remove the permission, select the red cross icon.

Note: While your profile setting for "Can any electrician submit a connection request?" is "No" only LEWs added to this list can submit on your behalf.

Robbo Electrician Log Out

Dashboard / Manage My Profile / Manage My LEW / My List

Please nominate the Licensed Electrical Workers (LEW) that can submit connection requests on your behalf. Please add and remove LEWs from your REC account here or To allow any LEW to submit a request on your behalf, (unrestricted) please change your preferences on your profile page.

+ Add LEW

← Back

Name	Electrical Licence Number	Email	Remove
Lauren Copeman	12345	[Redacted]	×

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Section 4: Changing Password.

Step 1a To update your account, select your account name in the top left hand corner of the Home Page.

Step 1b Alternatively, select "Manage my profile", from the sidebar menu on the left-hand side, continue to [Step 3](#).

Step 2 Select "Edit Profile".

The screenshot shows the CitiPower user dashboard. On the left is a dark sidebar menu with the following items: Dashboard, Submit Connection Request, View Connection Requests, Solar Pre-Approvals, Manage My Profile (highlighted with a red box and labeled '1b'), Enquiries, and View My Call to Actions. At the top of the main content area, the user's name 'Robbo Electrician' is displayed next to a profile icon, with a red box and label '1a' around it. Below the name is an 'Edit Profile' button, also highlighted with a red box and label '2'. The dashboard features several cards for different services: 'New Connections' (lightbulb icon), 'Alterations' (house icon), 'Abolishments' (silhouettes of workers), 'Solar Pre-Approvals' (solar panels), 'Enquiries' (question mark), and 'Help' (hands). Each card includes a 'Coming Soon' label. Below the cards is a 'Latest Requests' section with a search bar for 'Connection Request ID' and a 'View All' button. At the bottom, there is a table with columns: #, Work Site Address, Type, Status, Update, Cancel, and Clone.

Step 3 Select "Change Your Password".

Robbo Electrician Log Out

Profile Settings

Contact Details

First Name: Robbo Surname: Electrician

Email: robbo.the.rec@gmail.com Mobile: 0400123456

Note: Username is the same as your email.

Preferences

Preferred Contact Method: Email SMS Both

Can any electrician submit a connection request? Yes No

REC Details

REC Number: 123445 Business Phone: []

Trading Name: Robbo's Electric ABN: []

Address: 21 Smith Street

Suburb: Melbourne

Postcode: 3000

Cancel **Update Profile Settings**

3 Change Your Password

Dashboard

Step 4 Enter your old password.

Step 5 Enter a password.

Note: Must be at least 8 characters, contain at least one number and cannot have been previously used by this account.

Then validate your password.

Step 6 Select "Set Password" to complete the process.

WELCOME TO THE ONLINE ELECTRICAL WORKS REQUEST SYSTEM

Your password must be a minimum of 8 characters and contain at least 1 number.
It is the user's responsibility to manage the security of their password. Please make sure your password is not easy to guess and keep it safe.

Set Your Password

Old Password
.....

New Password
.....

Verify New Password
.....

Cancel Set Password

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An error message will appear if you try to reuse an old password. You must choose a password that has never been used for this account.

The screenshot displays the 'Set Your Password' section of the online Electrical Works Request System. At the top, there are logos for CitiPower and Powercor Australia Ltd, and a welcome message: 'Welcome to the online Electrical Works Request System'. Below this, a light blue box contains password requirements: 'Your password must be a minimum of 8 characters and contain at least 1 number.' and 'It is the user's responsibility to manage the security of their password. Please make sure your password is not easy to guess and keep it safe.' The main form area is titled 'Set Your Password' and contains a red error message box: 'Error: You cannot reuse this old password.' Below the error message are three input fields: 'Old Password', 'New Password', and 'Verify New Password'. At the bottom right of the form are two buttons: 'Cancel' and 'Set Password'. The footer of the page contains copyright information: 'Copyright © 2015 CitiPower and Powercor Australia | Terms and Conditions | Privacy Policy'.

Upon submission you will receive the following confirmation of update.

Robbo Electrician

Profile Settings

Contact Details

First Name	<input type="text" value="Robbo"/>	Surname	<input type="text" value="Electrician"/>
Email	<input type="text" value="robbo.the.rec@gmail.com"/>	Mobile	<input type="text" value="0400123456"/>

Note: Username is the same as your email.

Preferences

Preferred Contact Method: Email, SMS, Both

Can any electrician submit a connection request?: Yes, No

REC Details

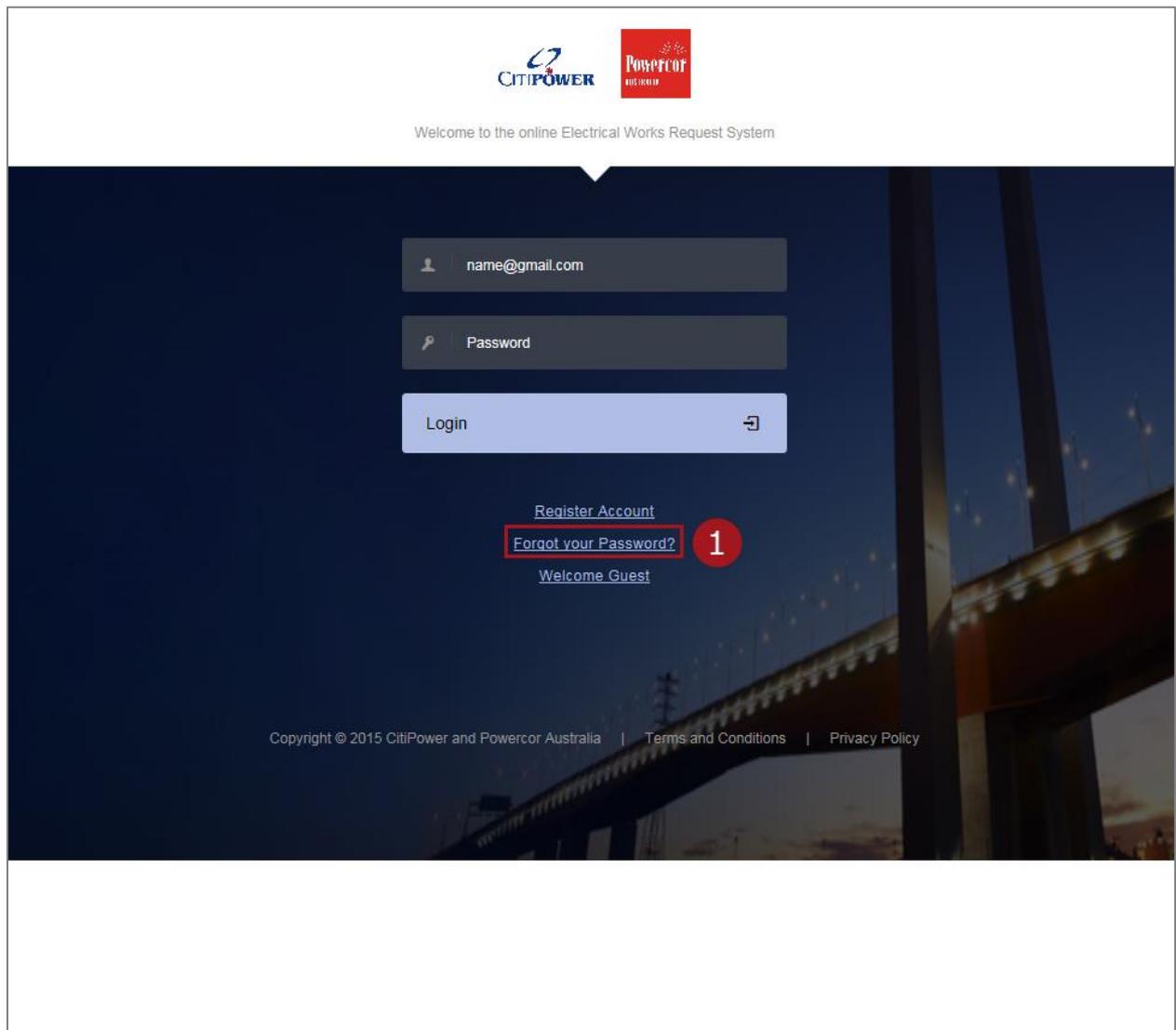
REC Number	<input type="text" value="123445"/>	Business Phone	<input type="text"/>
Trading Name	<input type="text" value="Robbo's Electric"/>	ABN	<input type="text"/>
Address	<input type="text" value="21 Smith Street"/>		
Suburb	<input type="text" value="Melbourne"/>		
Postcode	<input type="text" value="3000"/>		

Your password has been changed successfully

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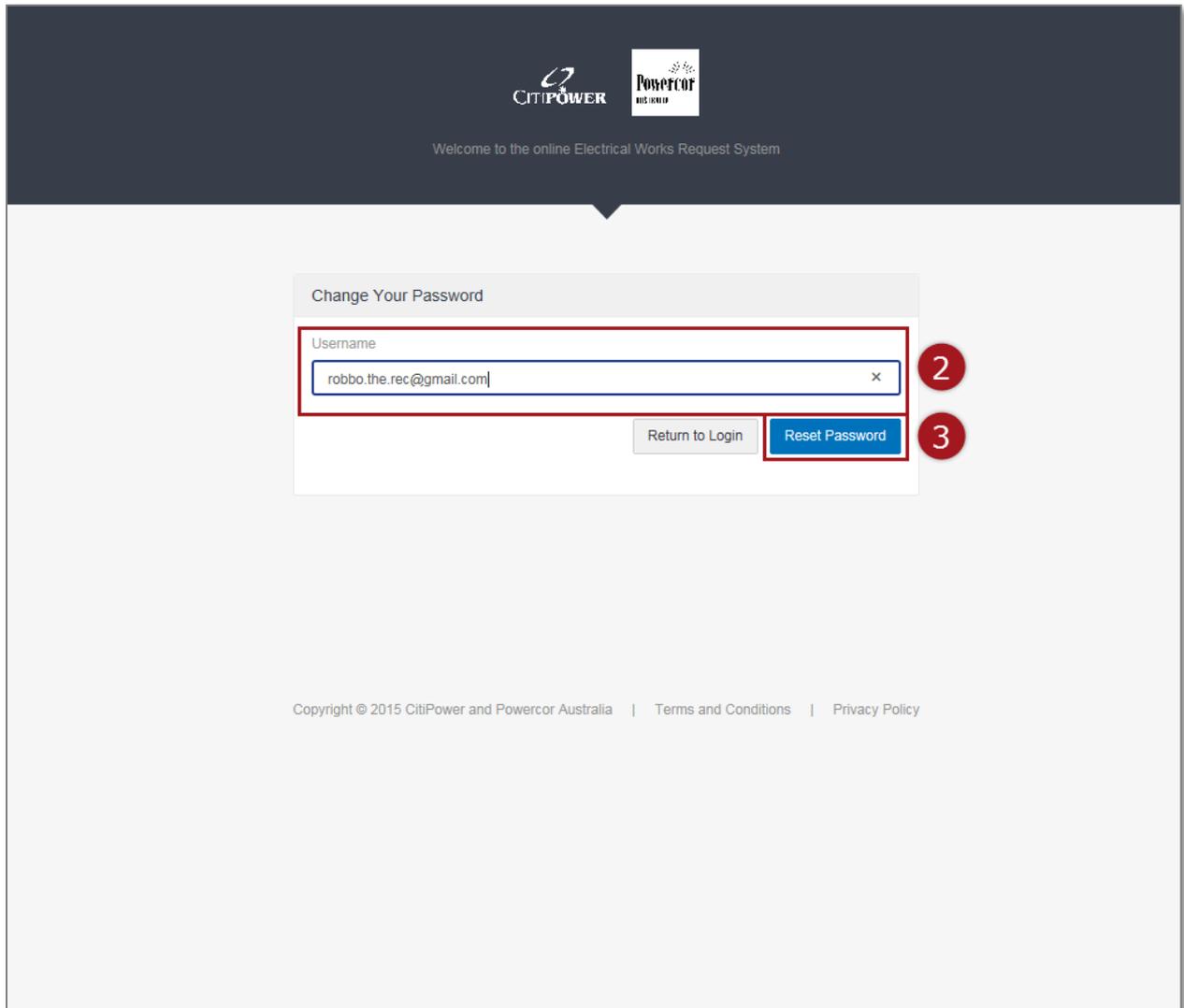
Section 5: Forgotten Password.

Step 1 Select "Forgot your Password?"

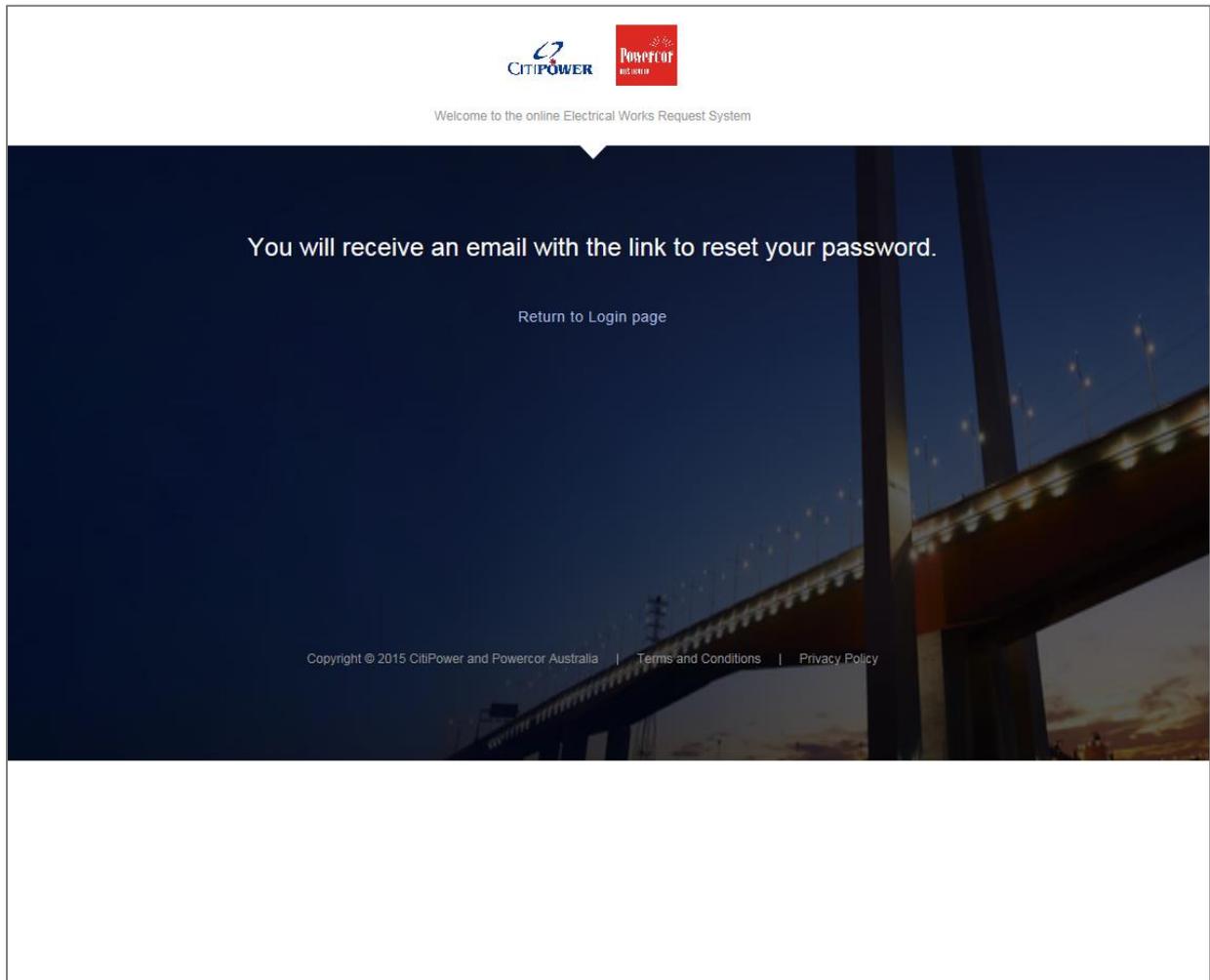


Step 2 Enter the email you used to register as the "Username".

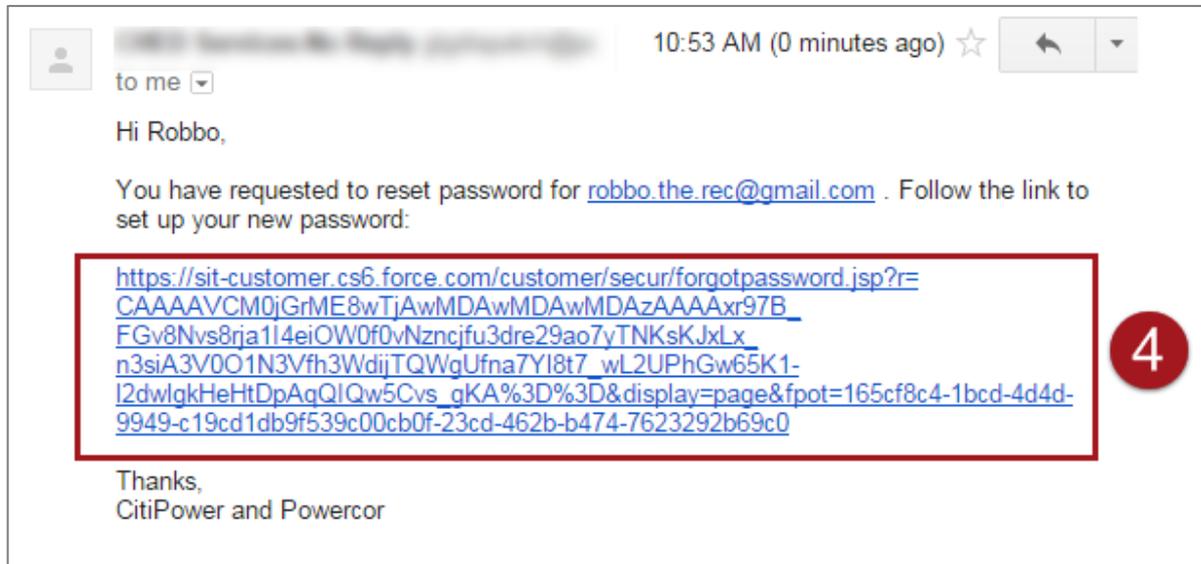
Step 3 Select "Reset Password".



Upon submission of then you will see a confirmation that a link has been sent to your email.



- Step 4** You will receive a “Your new customer password” email with a link to activate your account.
Select the link in the email.



Step 5

Enter a new password.

Note: Must be at least 8 characters, contain at least one number and cannot have been previously used by this account.

Then validate your password.

Step 6

Select "Set Password" to complete the process.

The screenshot shows the 'Set Your Password' section of the online Electrical Works Request System. At the top, there are logos for CitiPower and Powercor Australia, and a welcome message: 'Welcome to the online Electrical Works Request System'. Below this, a light blue box contains password requirements: 'Your password must be a minimum of 8 characters and contain at least 1 number.' and 'It is the user's responsibility to manage the security of their password. Please make sure your password is not easy to guess and keep it safe.' The main form area is titled 'Set Your Password' and contains two input fields: 'New Password' and 'Verify New Password', both with masked characters (dots). A red rectangular box highlights these two input fields, with a red circle containing the number '5' to its right. Below the input fields is a blue button labeled 'Set Password', with a red circle containing the number '6' to its right. At the bottom of the page, there is a footer with the text: 'Copyright © 2015 CitiPower and Powercor Australia | Terms and Conditions | Privacy Policy'.

Once your password is accepted, you will be directed to the Dashboard homepage and you can begin using eConnect.

Robbo Electrician Log Out

New Connections
Create a new connection request

Alterations - Coming Soon
Create a new additions and alterations request

Abolishments - Coming Soon
Create a new abolishment request

Latest Requests
5 Latest Requests

Connection Request ID: Find View All

#	Work Site Address	Type	Status	Update	Cancel	Clone

Solar Pre-Approvals
Create or view a solar pre-approval

Enquiries - Coming Soon
Create or view an enquiry

Help
Additional Information

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