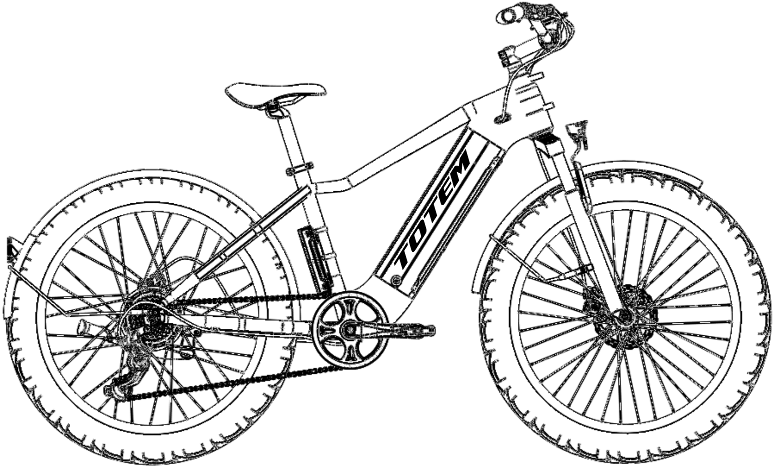
TOTEM

User Manual

E-Bike



Thank you and congratulations on your Totem E–Bike purchase!

Totem electric bikes are the perfect fusion of elegance and engineering. Your city will feel smaller by combining the intuitive feel of a traditional pedal bi

with smooth electric power. Hills become flatter and tough commutes become joyrides. Charge up your Totem and recharge your love for riding.

To ensure your safety and the safety of others, please read and follow the guidelines in this user manual carefully and thoroughly before and during ridi

TotemUSA is committed to your satisfaction with our products. If something isn't right, please reach out to us right away. We are always happy to help.

Happy Riding!

The TOTEM Team
Support@totemusa.com

ike

ng.

TABLE OF CONTENTS

Section 1. General Information 3
    1.1 What's In the Box? 3
    1.2 Product Overview 4

Section 2. Installation Steps 5

Section 3. Charging the Battery 11
    3.1 Charging Instructions. 11
    3.2 Battery Security Lock/Removal. 13

Section 4. Riding Your E-Bike 13
    4.1 Adjusting the Seat Height 13
    4.2 How to Ride 14
    4.3 Buttons Information. 15
    4.4 Display Information 15

Section 5. Safe Riding Techniques & Tips ....
    5.1 Before Your First Ride ....
    5.2 Routine Bike Inspections ....
    5.3 Semi-Annual Bike Mechanic Inspections ..

Section 6. Maintenance ....
    6.1 Battery maintenance ....
    6.2 Cleaning ....
    6.3 Storage ....
    6.4 Disposal at End-of-Life ....

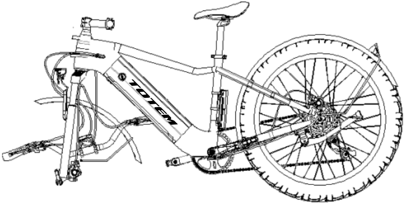
Section 7. Specifications ....
One-Year Limited Hardware Warranty ....

..... 15
..... 16
..... 16
..... 16
..... 17
..... 17
..... 17
..... 18
..... 18
..... 19
..... 20

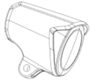
Section 1. General Information

1.1 What's In the Box?

1×Bike frame with the rear wheel
1×Wheel
1×Saddle
2×Pedal
1×Disc brake
1×Quick release
2×Reflector
1×Rear derailleur protecting rack
1×Charger
1×Battery
6×ScrewM5*8.5
2×ScrewM5*10
4×Tool
1×User's Manual
1×Headlight
1×Headlight brackets
1×ScrewM6*20
2×nut

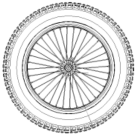


1× Bike frame with the rear wheel

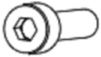


1×Headlight

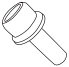
1×Headlig



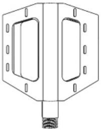
1× Wheel



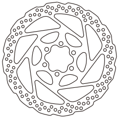
1×ScrewM6*20



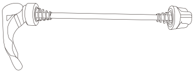
2× ScrewM5*10



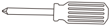
2× Pedal



1× Disc brake



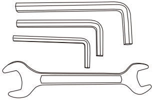
1× Quick release



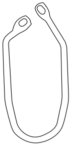
2-in-1 screwdriver

User's
Manual

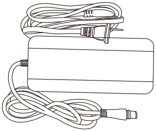
1× Manual



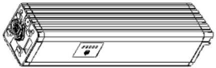
4× Tool



1× Rear derailleur protecting rack



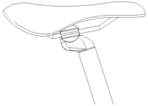
1× Charger



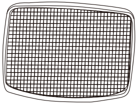
1× Battery

ht brackets

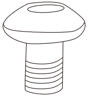
2×nut



1× Saddle

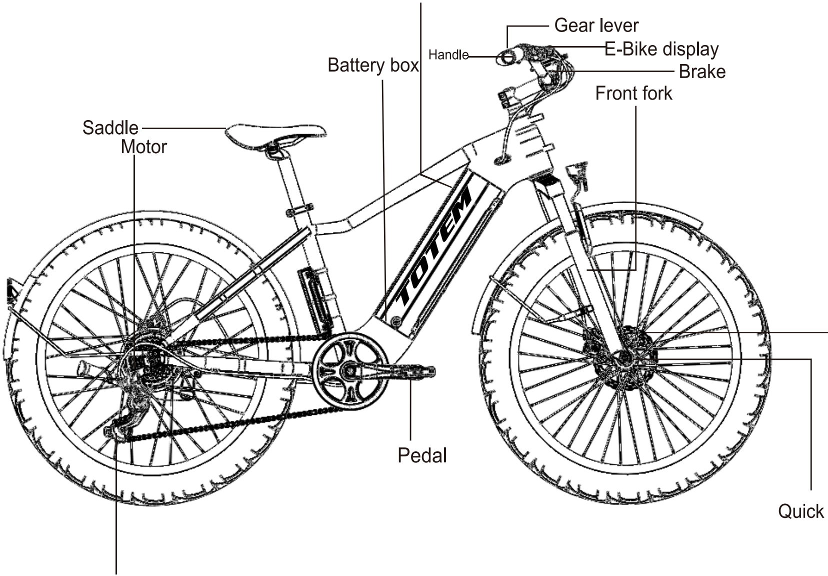


2× Reflector



6× ScrewM5*8.5

1.2 Product Overview



Disc brake

release

Section 2. Installation Steps

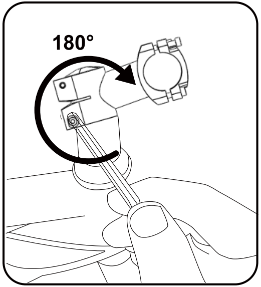
ATTENTION: Do not install the battery and start the display before it is fully assembled.

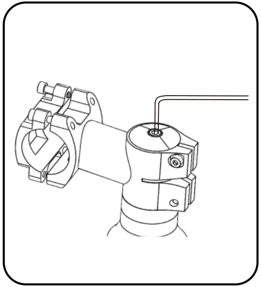
NOTE:

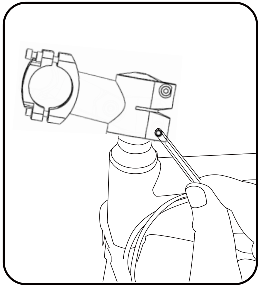
- Before operating your E-Bike, please read all instructions in the manual and follow the steps and descriptio through the installation, functions, operation, and proper maintenance of your TOTEM E-Bike.
- Before assembling, check that all parts are complete and in good condition. If you have any questions or cann manual, please contact support@totemusa.com. Before contacting customer service, please have your original contacting Customer Service.

Step 1. Adjust the stem

- Turn the stem of the handlebar 180 degrees so that it’s facing forward.
- Fasten the 2 bolts that are already on the stem to secure the handlebar in position.





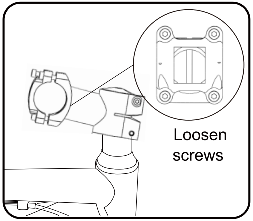


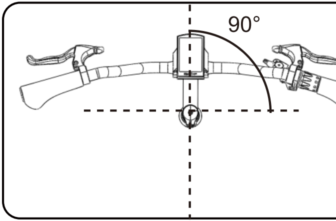
ns carefully. This manual will guide you

not find the information you need in the
l purchase information handy before

Step 2. Install the handlebar

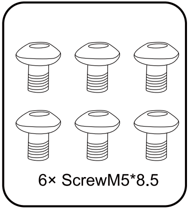
- Loosen the 4 bolts on the stem to remove the stem cover
- Rotate the handlebar so that it’s 90 degrees from the wheel and frame
- Put on the stem cover and tighten the 4 screws in order

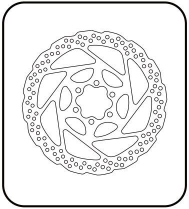


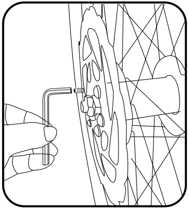


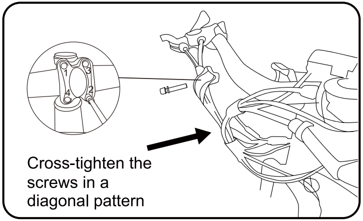
Step 3. Install disc brakes for the front wheel

- Align the disc brake with the wheel
- Make sure all of the 6× Bolts M5*8.5 are inserted and the disc brake is tightened



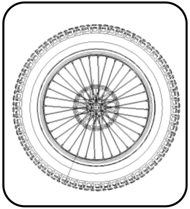






Cross-tighten the screws in a diagonal pattern

with the included allen wrench



Step 4. Assemble and install the front wh

- Take out the wheel and the quick-release skewer. N
- Open the lever and unscrew the thumb nut from the
- Insert quick-release skewer with each cone spring o

⚠ **Quick-release thumb nut is installed on the same si**

Both cone springs should point toward the wheel

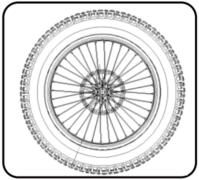
Keep the lever open and thread on the thumb nut

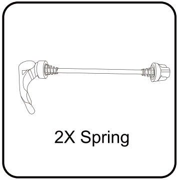
- Lower the front fork onto the front wheel. The brake dropouts fully.

⚠ **Check to confirm the wheel is fully seated in the dro**

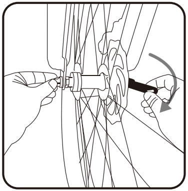
- Hold the quick release lever in line with the axle and of your hand to close the lever fully without touching th

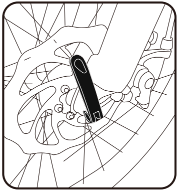
⚠ **The quick-release lever secures the front whee force and keeps the axle and wheel firmly in place.**





2X Spring





heel

ote that there are two cone springs on the quick-release skewer.

quick release.

n both sides into the wheel and pre-fasten thumb nut.

de as the brake rotor.

hub.

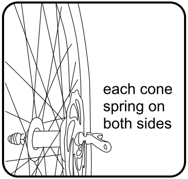
a couple of turns leaving enough room for the fork dropouts.

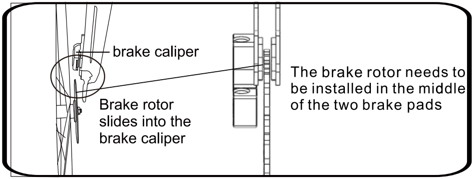
rotor should go into the brake caliper in between the brake pads and the axle should enter the fork

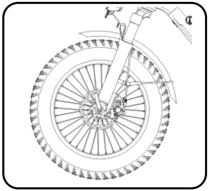
pouts.

tighten the thumb nut until the lever can stay in parallel to the floor without being held. Use the palm
he brake rotor.

l to the bike so the thumb nut must be tight enough so the closed lever has adequate clamping

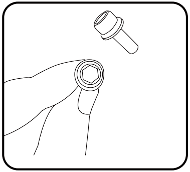



brake caliper
Brake rotor slides into the brake caliper
The brake rotor needs to be installed in the middle of the two brake pads



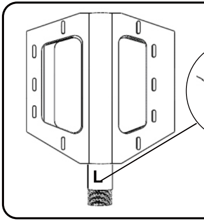
Step 5. Install rear de

- Take out the 2 Bolts M5*1
- Align the rear derailleur pr



Step 6. Install pedal

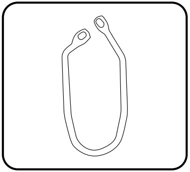
- Look for the ‘R’ or ‘L’ labe
- Hand tighten at first. The r
- Completely tighten the pe

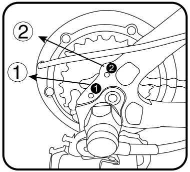


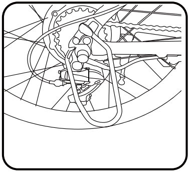
erailleur protecting rack

0 from the box

rotecting rack to the screw holes ① ② of the rear wheel, and then fasten the 2 Bolts



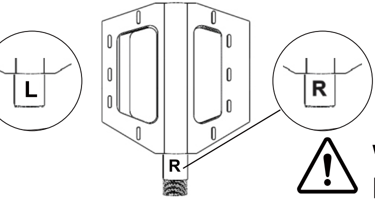




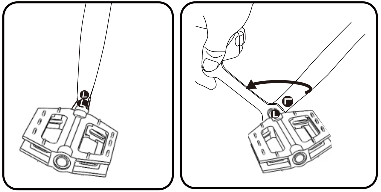
led at the threaded end of the pedals to identify the correct side

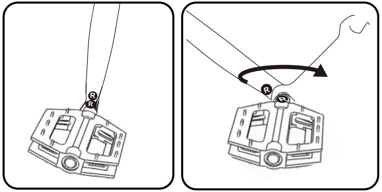
right pedal tightens **CLOCKWISE.** The left pedal tightens **COUNTERCLOCKWISE**

dals with a pedal wrench or an open-end wrench



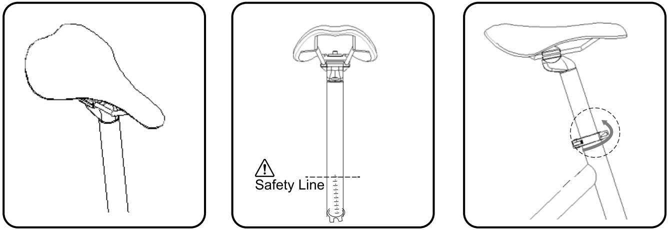
When installing,
L to L,R to R


L


R

Step 7. Install the saddle

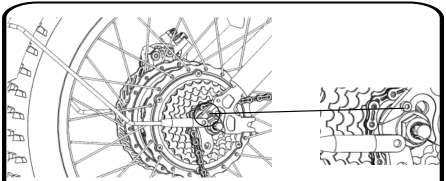
- Open the clamp under the seat post. Pull the seat up or push it down to adjust the height
- Close the clamp to secure the seat in place. Do not raise the saddle higher than the safety line



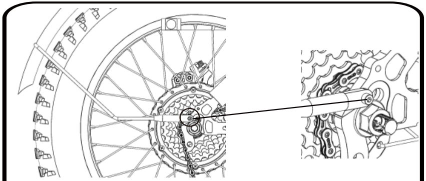
Step 8. Install the fender

- Unscrew the two screws on the bike
- Install the fenders and screw them in

⚠ **Check whether the battery switch is turned on every time you ride**



Unscrew the two screws on the bike



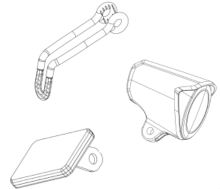
Install the fenders and screw them in

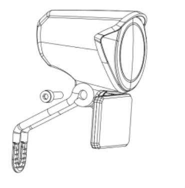
Step 9. Install Front Reflector and Headlight

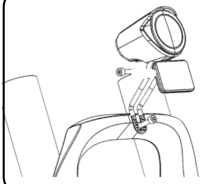
- Take out the white reflector and 1× screw M6*20
- Install the reflector on the headlight brackets
- Tighten the screws with suitable tools and complete front reflector installation
- Pre-installed wire for headlight can be found between the fork, plug the wire into the back slot of the headlight to connect h
  (Keep the wire in between two fork legs)

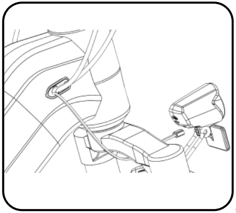
  Pass the bolt through headlight bracket and fender mounting point, tighten the bolt to install the headlight.

Note: The screwdriver included in the package is 2-in-1. You can remove and change the screw head and use a Phillips screwdrive installation.



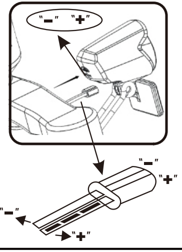






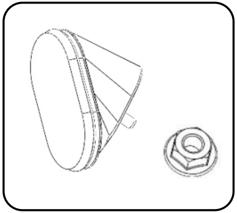
eadlight with battery.

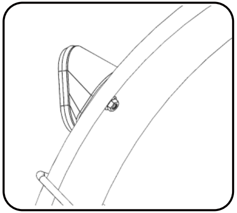
r to complete the



Step 10. Install Rear Reflector

- Take out the red reflector
- Install the reflector on the back hanger lamp holder
- Tighten the screws with suitable tools and complete Rear Reflector installation





Section 3. Charging the Battery

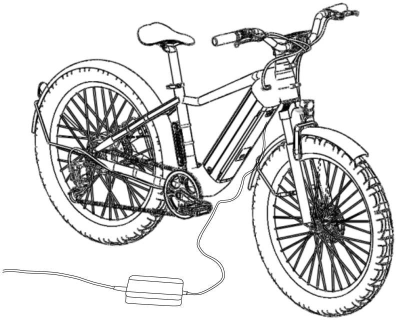
3.1 Charging Instructions

Charge the E - Bike before operating it. It typically takes about 5 hours to fully charge the battery.

Step 1. Make sure the bike is turned off and check the connection of the charging cable and power adapter.
Step 2. Plug the charger into a wall outlet (100V-240V) then plug the other end into the charging port on the E-Bike. Re
Step 3. Allow about 5 hours for charging. The power adapter's light will turn red during charging and then turn green once
all cables once charging is completed.

For your convenience, the battery can be removed and charged separately.

move the cap as needed.
charging is complete. Disconnect



NOTE:

- Fully charge the battery before your first use, this may take up to 5 hours.
- Perform periodic visual inspections on the battery ports and charging cables.
- Keep your charging environment clean and dry at all times.
- If the charging port is damp or has any liquid on it, do not charge your E-Bike.
- For the battery to operate at its maximum efficiency, avoid charging your E-Bike in extremely hot o

ATTENTION:

- DO NOT use the bike while it is charging or connected to the charger under any circumstances.
- The charging time is 5 hours. Charging longer than that may affect battery life and/or performance.

not be fully connected. Check that it is securely connected to the wall and to the bike.

- Use only the charger provided with your TOTEM E-Bike. If you have lost or misplaced your charger, co

r extremely cold environments.

If the charging adapter's light doesn’t turn on, it may

tact customer support to obtain a replacement.

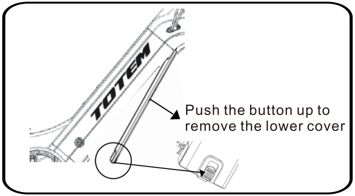
3.2 Battery Security Lock/Removal

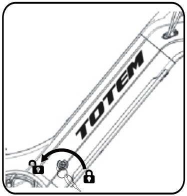
For your convenience and security, the TOTEM E-Bike's battery is removable

Step 1. Push the button up to remove the lower cover,then turn th

Step 2. Press the button on the battery to remove it,then close th

⚠ **Remember to lock the battery and remove the key before riding the**





Section 4. Riding Your E-Bike

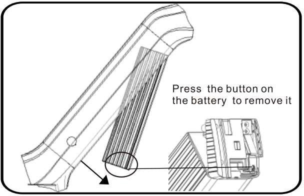
4.1 Adjusting the Seat Height

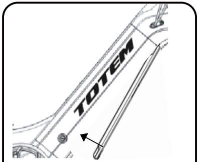
Positioning the seat to the right height is key for better pedaling, safety, and ov When pedaling, your hips should remain level and your legs shouldn't over-ex its lowest point and place the ball of your foot on the pedal. If your knee benc placing your heel on the pedal, your leg should be nearly straight.

and locked to the frame as needed

e key to the left to eject the battery downward
ne battery cover

bike.





Close the battery cover

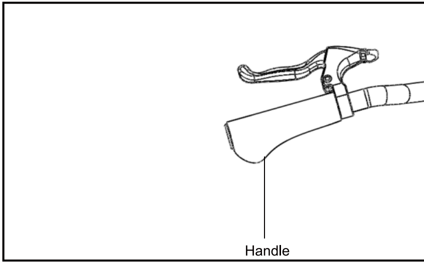
erall comfort. The rider's leg length is used to determine the seat's position.
tend. To determine the right seat height, sit on the E-Bike with one pedal at
ds slightly at this position, the seat is at the right height. Additionally, when

Open the clamp under the seat post. Pull the seat up or pu
to adjust the height. Check to make sure the seat post is f
into the frame and the head of the seat is parallel with the
close the clamp to secure the seat in place.

4.2 How to Ride

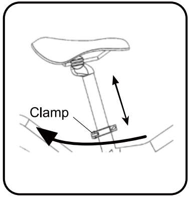
Riding Modes

Pure E-Bike - Turn on LCD smart display, speed modes (
Assisted Bike -Turn on LCD smart display, speed modes (
Normal Bike -Turn off LCD smart display and pedal like a



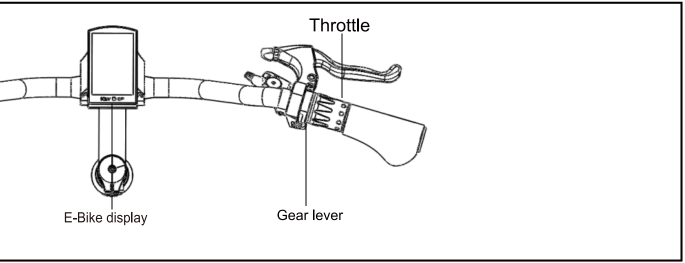
- Fully charge the battery and check that the battery switc
- Start your E-Bike by pressing and holding the power but
- Move forward by twisting the throttle. Max. Speed (unde
- Push the right shifter lever to shift from smaller sprocket
- To stop, release the throttle, safely apply the brakes, the

ush it down
ully inserted
frame. Lastly,



1-5), speed controlled by turning the throttle
(1-5), and pedal at the same time
normal bike

Speed Modes	Pure E-Bike	Assisted Bike
0	×	×
1-5	√	√
Display OFF	×	×



n is on before riding.
ton ~2s. The assisted mode will be on whenever power is on and speed modes 1-5.
r pure E-Bike mode) is 20 mph / 32 km/h.
to larger sprocket, or push the button to shift from larger sprocket to small sprocket.
n squeeze the brakes lever to slow the front and rear wheels down.

4.3 Display Function

TOTEM E-Bike's display features several different el

M : Long press "MODE" button then the displ
and the controller will power on at the sam

▲ ▼ : Short press the "UP" or "DOWN" button to
the motor output power will be changed ac
The default range of PAs level is 0-5 levels

M + ▼ : Press and Hold "Down" button and "M" a
to reset mileage on the odometer

4.4 Display Information

Battery level: This icon indicates how much battery li
Speed display: This icon indicates current speed, as
Speed mode: This icon indicates the level of electric

▭ Battery needs to be charged

⚠ **Don't go uphill using the throttle only for exten**

Section 5. Safe Riding Techniqu

Consider the following techniques and info to help e
are working properly.

⚠ **ATTENTION:**

Wearing properly fitting safety helmets, elbow pads,
Helmets can reduce 85% of critical head injuries.
Elbow pads can reduce 82% of elbow injuries.
Knee pads can reduce 32% of knee injuries.

lements.

ay will work normally,

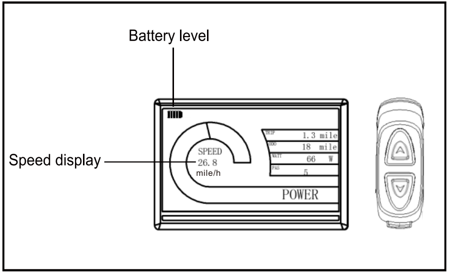
e time.

o switch the PAS level,

cordingly by the PAs level of E-bike.

s.

t the same time



fe you have left.

measured in mph.

bicycle assistance.

ded periods of time. This can cause the motor to overheat.

es & Tips

nsure you have a safe, fun riding experience. Before riding, always check to make sure your brakes

and knee pads greatly reduces the risk of injury.

NOTE:

- Make sure your feet are always on the pe while riding is dangerous.
- Do not use the E-Bike to perform dangerou injury or, in very rare cases, death. Use wi
- Make sure the battery is fully charged, esp
- For your safety and the safety of others, fo
- Keep a safe distance from fellow riders to
- Pay attention to your surroundings. Your e
- Ride in open spaces and flat areas. Avoid
- Do not ride at high speeds, on uneven terr
- Never use the E-Bike to do anything that n
- Do not attempt to carry passengers or hea
- Only ride the E-Bike where permitted. You

Use Caution at Traffic Stops

ADJUST THE ASSIST SPEED TO 0 OR H

5.1 Before Your First Ride

Before each ride, check whether the quick-re check tire pressure. Proper tire inflation can Check if the battery is fully charged before a

5.2 Routine Bike Inspections

Routine inspections before and after every ri concerns. Regularly check brakes, seat, and

5.3 Semi-Annual Bike Mechanic I

Bikes require regular maintenance. Take yo serviced and adjusted by experienced mech dals. Make sure both hands are on the bike handle at all times when riding. Taking your feet off the pedals

us maneuvers. Failure to exercise good judgment and heed the above warnings increases the risk of serious
th appropriate caution and serious attention to safe operation.
pecially if you plan to travel long distances.
ollow the speed limit and ride only at speeds you are comfortable with, and be ready to stop at any time.
avoid collisions.
eyes are your best tools for safely avoiding obstacles and unsafe surfaces.
slopes or high traffic areas until you're familiar with riding.
ain, in inclement weather, or otherwise unsafe conditions.
may cause personal injury or property damage.
vy items. The bike can only support the weight of one person at a time. Do not exceed the weight limit.
MUST comply with local laws and yield to pedestrians.

OLD THE BRAKE TO PREVENT UNWANTED ACCELERATION

elease screws and saddle are loose and whether the brakes are effective. Inspect gears, examine brakes and
reduce flats and improve performance, including travel distance per charge.
long journey.

ide will help you maintain optimal bike performance and catch potential problems before they turn into safety
tire pressure.

nspections

ur bike to your local bike shop for a tune-up twice yearly. Complex components should always be inspected,
anics.

Section 6. Maintenance

Do not perform any kind of maintena
Before each ride, check whether the
Check the handlebars and screws or

6.1 Battery Maintenance

- Do not store or recharge the batter
  regulations on battery recycling an
- A well-maintained battery can perf
  completely. When used at room te
  32°F (0°C) will reduce the range a
  the temperature rises, the battery l

NOTE:

Generally, a fully charged battery ca
mode. Remember to charge the bat
battery record the charge and discha

ATTENTION:

- Do not attempt to disassemble the
- When the ambient temperature ex
  maximum power/torque. Doing so

6.2 Cleaning

Proper cleaning of your E-Bike can g
Before cleaning, make sure that the
components.

- Wipe the outer body of your E-Bike with
- Check around the wheels and ensure th

e

nce while the E-Bike is powered on or charging.

quick-release screws are loose and whether the brakes are effective.

nce a week, and charge at least once in three months.

y exceed the specified temperature range 20°C-25°C / 68°F-77°F. Do not pierce the battery. Refer to local laws and d/or disposal.

orm well even after riding for high mileage. Recharge the battery after each ride to prevent the battery from draining mperature (70°F [22°C]), the battery range and performance are at its best; however, using it at temperatures below nd performance. Generally, the range of -4°F (-20°C) can be as low as half of the same battery at 70°F (22°C). When ife will be restored.

n maintain power for 90 days in standby mode. The low-power battery can maintain power for 30-60 days in standby tery after each use. Draining the battery may cause permanent damage to the battery. The electronics inside the rge of the battery; damage caused by over-discharge or under-discharge is not within the limited warranty.

battery. Risk of fire hazard.

ceeds the machine operating temperature (see specifications), do not ride, because low/high temperature will limit the may cause personal injury or property loss due to slips or falls.

uarantee a longer lifespan and a smooth-riding experience.

power has been turned off and the charging cable has been unplugged, otherwise, you may damage the electronic

a soft, dry microfiber cloth.

here is no blockage. The E-Bike’s design allows for easy wheel maintenance.

- The E-Bike meets IPX4 water resistance, meaning it can withstand splashes; however, do not submerge the E-Bike in water.
- Do not let water and liquids get into the E-Bike’s electric parts or battery.

NOTE:

Do not use alcohol, gasoline, acetone, or other corrosive/volatile solvents to clean the bicycle. These substances may damage the appearance and internal structure of your bicycle.

6.3 Storage

Below are some tips to consider when storing your TOTEM E-Bike.

- Before storing, fully charge the E-Bike to prevent battery over-discharge due to non-use.
- If storing the E-Bike for more than one month, discharge and recharge the battery at least once a month.
- Cover the E-Bike to keep dust out. Do not store in a dusty environment as this may cause damage over time.

NOTE:

Store your bicycle in a cool and dry place. Do not store it outdoors for too long. Exposure to sunlight and extreme temperatures (whether hot or cold) will accelerate the aging process of plastic parts and may reduce battery life.

6.4 Disposal at End-of-Life

This product must not be disposed of by incineration, landfilling, or mixing with household trash. Improper disposal of the battery contained within this product may result in the battery heating up, rupturing, or igniting which may cause serious injury.

The substances contained inside the battery present chemical risks to the environment. The recommended disposal for any TOTEM product at its end-of-life is to dispose of the entire unit at or through an e-waste recycling center, program, or facility.

Local regulations and laws about the recycling and disposal of lithium-ion batteries and/or products containing them will vary according to country, state, and local governments. You must check laws and regulations corresponding to where you live to properly dispose of the battery and/or unit. It is the user’s responsibility to dispose of their waste equipment properly in accordance with local regulations and laws.

For additional information about where you should drop off your batteries and electrical or electronic waste, please contact your local or regional waste-management office, your household waste disposal service.

Section 7. Specifications

ITEM	**Parameters**
Net Weight	72.75lb./33kg
Package Dimensions	58.66*12.99*31.5in/1490*330*800mm
Max. Capacity	308 lb. / 140 kg
Max. Speed	20 mph / 32 km/h
Range	Up to 50+ miles per charge/80.47 + km
Motor	750W
Battery Voltage	48V 15AH
Charge Voltage	100-240V
Wheel Size	20 in.
Charge Time	5 hours
Water Resistance	IPX4
Storage temperature	14~86℉ /-10~30℃
Operating temperature	-4~140°F /-20~60°C
Charging temperature	32~113℉/0~45℃
Warranty	1 Year Limited

One-Year Limited Hardware Warranty

Your TOTEM E-bike includes a One-Year Limited Hardware Warranty. The Warranty covers the manufacturer’s defects with either replacement parts or refunds issued by TOTEM. (User error: Damage caused by user error will not be covered by TOTEM. Damage caused to components through accident, negligence, or misunderstanding of local traffic regulations are examples of user error.)

TOTEM offers a warranty of Frame for 12 months; Each Totem bike is rigorously tested and tuned by our knowledgeable technicians and engineers before it arrives to your door. If you believe that your Totem electric bike has a manufacturer’s defect, we ask that you reach out to us describing the issue. Documenting photos or videos of suspected defects will greatly improve the process for both of us. Distinguishing between damage sustained during shipping versus manufacturer’s defect is important. TotemUSA distinguishes between major and minor defects and their appropriate resolution on a case-by-case basis.

TOTEM offers 12 months Battery and Motor Warranty. But this warranty does not cover the faulty operation or failure to properly follow the manufacturer's instructions. All other parts except consumable parts are guaranteed for 12 months for problems caused by the manufacturing process or material defects. For instance: brake blocks, brake pads, brake handles, tires, and brake tubes are consumable parts.

All other parts except consumable parts are guaranteed for 12 months for problems caused by the manufacturing process or material defects. For instance: brake blocks, brake pads, brake handles, tires, and brake tubes are consumable parts.

Note:

Appearance accessories and wearable parts are not eligible for Warranty. Wearable parts including inner tubes, tires, and brake pads are not covered under the warranty.

1. Failure caused by not following the instruction manual.
2. Normal wear and tear, accident, abuse, neglect of care, improper assembly, or incorrect parts maintenance, and incorrect use of accessories by any u
3. It is a part that will naturally wear out under normal use, and it does not apply to those who are free of charge during the aforementioned warranty peri
4. Failure to perform proper replacement and maintenance due to wear and tear of consumables, causing other parts to malfunction and damage.
5. The warranty card does not match or alter the model of the bike.
6. Damage caused by overloading, riding over obstacles (including but not limited to descending steps, falling, etc.), performing extreme sports, etc.
7. Damage caused by force majeure (such as fire, earthquake, lightning, water damage, etc.).
8. Those who exceed the warranty date.

user.

od.

TOTEM USA

Customer service
119S Tennessee Street Mckinney,TX75069

Tel：+1-812-807-1570
Website: www.totemusa.com

Feb.2022 By TOTEMUSA Version 1

FC RoH REACH