

**Imagine a bike that's  
there when you need  
it, wherever you are,  
and gone when you  
don't. That's B-cycle.  
In this guide, you'll find  
all you need to know  
about operating a  
B-cycle to ensure  
your ride is both fun  
and safe.**



# Inspecting before riding

- 1) Squeeze both brake levers firmly. Do they move smoothly, yet their movement stops before they touch the handlebar grip?
- 2) Does the bell on the left brake lever work properly?
- 3) Squeeze the tires. Do they feel firm and hard?
- 4) Lift the rear of the bike by the back of the seat and spin the rear wheel. After removing the bike from its locking dock, lift the front of the bike by the handlebar or basket and spin the front wheel.

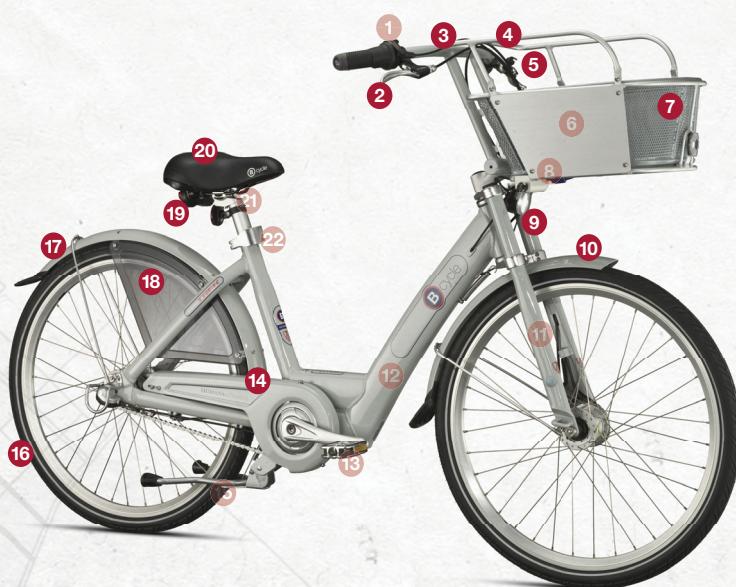
Do both wheels spin without wobbling or binding? Gently wiggle or rap on the bike. Do the fenders, chain guard, skirt guard, and everything else seem firmly attached?

- 5) Check that both the front and rear lights illuminate. Do they come on when you spin the front wheel?  
**Note:** If the wheel does not rotate fast enough, the lights may be dim or flicker.

If you answered no to any of these questions, select a different bike and start again.



- 1) shifter
- 2) rear brake lever
- 3) handlebars
- 4) bell
- 5) front brake lever
- 6) security cable (in basket)
- 7) basket
- 8) key (in lock)
- 9) front light
- 10) front fender
- 11) fork
- 12) frame
- 13) pedal and crank arm
- 14) chain guard
- 15) kickstand
- 16) tire
- 17) rear fender
- 18) skirt guard
- 19) rear light
- 20) seat
- 21) seat post
- 22) seat post quick-release



# Adjusting the seat height

- 1) With the crank arms parallel to the seat tube, sit on the seat and check your leg extension. Test: With your heel on the bottom pedal, your extended leg should be almost straight. (This is only a test; for best power when cycling, you should put the ball of your foot on the pedal. See **Figure 1.**)
- 2) Unlock (open) the seat post quick-release clamp. (See **Figure 2.**)
- 3) Raise or lower the seat post to the correct height. (See **Figure 3.**)



Leg position when seat height is properly adjusted.



Arrow shows how seat post clamp opens.



The seat post has graduated marks indicating its height. After adjustment, note your setting for future use.

**Note:** The seat post cannot be removed from the frame. If the seat post will not move any higher, you have probably reached the limit of its adjustment.

- 4) Lock (close) the seat post quick-release clamp. To ensure that the seat post is safely secured, try to twist the seat. If you are able to twist the seat, do not ride the bike.
- 5) Check the adjustment and, if needed, repeat.

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# Operation

## Lights

The front and rear lights are always on when the bike is in motion, powered by a generator (“dynamo”) in the front hub. If the front wheel stops rotating, such as when you stop at a stop sign, the lights will remain illuminated, but only for a short time.

## Shift System

The shifting system offers three gears (“speeds”) inside the rear hub. The twist shifter on the right side of the handlebars controls the gears. To select an easier gear (slower conditions or uphill), shift to 1. Shift to 3 for a harder gear (faster conditions or downhill).

## Brakes

The brakes are inside the hubs, so they are protected from the weather. However, correct application of any type of brakes is important for your safety. Read the Riding Safety Section found later in this document.

The left brake lever controls the front brake, and the right brake lever controls the rear brake. Squeeze both brake levers smoothly at the same time, but do not over-apply the front brake.

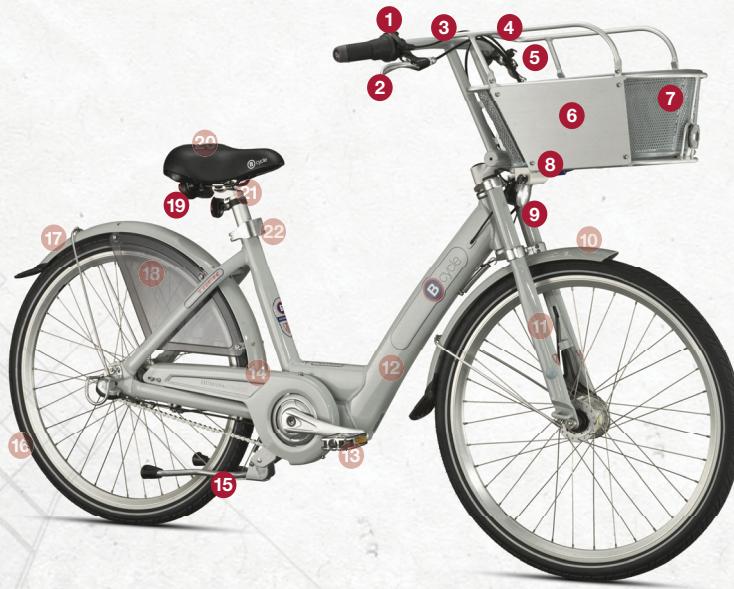
## Kickstand

The dual-prong, spring-loaded kickstand holds the bike when you need to park it. To use the kickstand, stand on the left side of the bike, lift the bike by the seat a few inches, then use your foot to swing the kickstand down (to park) or up (for riding).

## Bell

The bell allows you to alert others to your presence. Press the spring-loaded lever with your hand (without taking your hand off the handlebars) and release.

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## Lock and Security Cable

You are charged for use of the B-cycle until you return and secure it to a B-station. If you choose to park the bike anywhere except a B-station, secure it with the built-in security cable and lock. Wrap the cable around a stationary object such as a bike rack (make sure the cable cannot be lifted over the top, such as could happen with a parking meter). Insert the cable into the lock under the right side of the basket and turn the key 90 degrees. The key can then be removed, leaving the cable end secured in the lock. Don't lose the key. (See **Figure 1**.)

To unlock the bike, insert the key. Turn the key 90 degrees and hold while you pull the cable end out of the lock. Release the key and place the coiled cable into the basket. The key cannot be removed from the bike when the cable is not inserted into the lock.

## Responsibility in Case of Accident or Theft

If your B-cycle is damaged in any way while you are renting it, you are responsible for the damage, including theft. For this reason, you should ride carefully and always secure a bike that is not in use; secure it in a B-station or lock it with the provided security cable. Also, check to see if your homeowner's insurance covers rented items. If your insurance does not currently cover your rental of a B-cycle, your agent may be able to extend your policy for additional protection.



# Riding safety

## ⚠ WARNING

**ANY ACCIDENT ON A BICYCLE CAN RESULT IN SERIOUS INJURY OR DEATH. READ THE FOLLOWING RIDING SAFETY SECTION COMPLETELY AND ALWAYS RIDE SAFELY ON YOUR B-CYCLE.**

A bicycle can be fun and also great transportation. But riding a bicycle can also be dangerous, especially if you try to ride beyond the limits of your ability or the limits of the bicycle.

### A Bicycle Cannot Protect You in an Accident

Bicycles are not designed to withstand every situation. In a crash or impact, it is not uncommon for the bicycle to have damage and for you to fall. If you fall, a bicycle cannot prevent injury. Cars have bumpers, seat belts, air bags, and crumple zones. Bicycles do not.

### Think Safety

Always think safety and avoid dangerous situations. Most dangerous situations are obvious. For example, you know that a bad accident can occur if an object gets caught in the spokes of a bicycle. But not all dangerous situations are obvious.

Some riders use bicycles in ways that are obviously not safe. For example, some of the high-risk stunts and jumps seen in magazines or videos are very dangerous; even skilled athletes get severe injuries when they crash (and they do crash). You add to your risk of an accident when you overload the bicycle or the basket, ride recklessly in traffic, make modifications to a bicycle, ride in an unusual location, ride over obstacles or debris, or ride in any other high-risk manner.

### Wear a Helmet and Clothing for Cycling

Wear a properly adjusted helmet that complies with CPSC or CE safety standards (**Figure 1**). It can prevent injury.



Follow manufacturers' instructions for proper helmet fit and adjustments.

Protect your feet by wearing closed-toe shoes and grippy tread. Eye protection and gloves are also a good idea. The B-cycle is equipped with a full chain guard and skirt guard to protect your clothes. However, some riders use a pant band to keep loose fabric away from the moving parts. Light, bright, and reflective clothing makes you easier to see and are especially important at night.

### Know and Obey Local Bicycle Laws

Most state and local areas have special laws for bicycle riders, and you should obey the laws. Your local city or state regulations are probably available on the web, or ask at your favorite bike shop. These are some of the more important rules when you ride:

- Use correct hand signals.
- Ride single file when you ride with other bicycle riders.
- Ride on the correct side of the road.  
Do not ride in the opposite direction of traffic.

### Ride Defensively

Defensive riding is largely a matter of awareness, vigilance, and common sense. Ride defensively; expect the unexpected and be ready to stop or take safe evasive action at all times. If a car suddenly moves into your lane, someone opens the door of a parked car, or a pedestrian suddenly steps in front of you, you could be in a bad accident. Use the bell to alert other people that you are near.

Ride in a straight line, do not sway, wobble, or weave. If you must swerve to avoid a pothole or other obstruction, make sure you are not swerving into traffic. Look over your shoulder (without swerving!) before turning left, changing lanes, or proceeding through an intersection.

Ride in areas with less congestion. Seek out designated bike paths and routes.

# Riding safety (cont.)

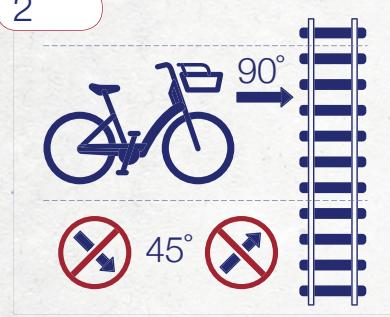
## Be Careful When Riding in Low-Light Conditions

When you ride in low-visibility conditions such as fog, dusk, or night, you might be difficult to see, which could lead to a collision. If you choose to ride in conditions with low light or low visibility, make sure the front and rear light are working.

## Avoid Road Hazards and Debris

Look for potholes, drain grates, soft or low shoulders, and other deviations that could cause an impact to the wheels, cause them to slide or suddenly stop, or in other ways cause you to lose control. When you go across railroad tracks or drain grates, ride carefully at a 90-degree angle (**Figure 2**). If you are not sure of the surface conditions, walk with the bicycle.

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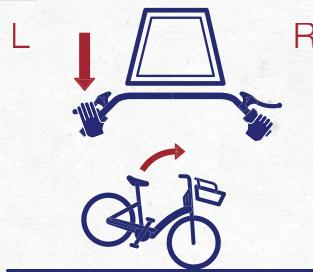
If your tires contact debris such as sticks, rocks, trash, or any other loose object on the road, the debris can flip up. If the debris gets into your wheels, it could cause you to lose control or crash. It could also get caught in the spokes or chain, possibly damaging the bicycle.

## Use the Brakes Carefully

Always ride with a safe distance between you and other vehicles, pedestrians, or objects. Use your brakes. Adjust distances and brake forces for the conditions in which you ride.

The B-cycle has two brake levers. The left brake lever controls the front-wheel brake, and the right lever controls the rear-wheel brake. Apply the two brakes at the same time and shift your weight toward the back of the B-cycle. Overuse or incorrect use of the front-wheel brake could cause the rear wheel to lift from the ground, which could decrease your control (**Figure 3**). If you apply brake force to the front wheel suddenly or too fully, the rear wheel could lift off the ground or the front wheel could slide out from under you. This could decrease your control and cause you to fall.

3



## Ride Safely in Wet Weather or Wind

No bicycle stops as effectively in wet conditions as they do when it's dry. Even with brakes that are correctly adjusted and serviced, longer distances are necessary to stop in wet weather.

Wet surfaces cause decreased traction, making the bicycle more difficult to control. The road can become slippery, and ordinary objects can become treacherous, such as wet leaves, painted crosswalks, or manhole covers. When wet surfaces freeze, traction is further decreased. Strong winds can cause you to lose control of the bicycle.

Decrease your speed and use extra caution in wet or inclement weather or use other types of transportation.

# Riding safety (cont.)

## Do Not Overload the B-cycle

The B-cycle is designed to carry a total of 275 lbs. including a single rider (only) and any cargo in the basket. The basket is designed to carry no more than 20 lbs. (9 kg). However, even this much weight can affect the steering, especially if items in the basket can move. Never place a pet or child in the basket. Ride carefully when you have things in the basket.

## Do Not Use Unsafe Riding Practices

You can prevent many bicycle accidents if you think about safety. Here are some examples:

- Do not ride without hands on the handlebars.
- Do not ride with loose objects attached to the handlebars or other parts of the B-cycle.
- Do not ride with headphones or anything else that can distract you or diminish your awareness of your surroundings.
- Do not ride while intoxicated or while using medications that can make you drowsy.
- Do not ride with more than one person on a bicycle.
- Do not ride abusively. Do not jump the B-cycle, run into obstacles, skid the tires, etc.
- Do not ride too fast. Higher speeds cause higher risk. At higher speed, it is more likely that wheels will slide, or that a small bump can cause an impact to a frame or fork. Higher speed creates more forceful impact if a crash occurs. Control the B-cycle at all times.

You add to your risk of injury when you ride in an incorrect or dangerous manner:

- Jump the B-cycle
- Ride over sticks or debris
- Do bicycle stunts
- Ride off pavement
- Ride fast, in competition, or downhill
- Ride in a manner not intended for the B-cycle

Each of these uses adds to the stress on each part of the B-cycle. High stress can cause a failure of the frame or a part and increases your risk of injury. To decrease your risk of injury, use the B-cycle correctly.

## In Case of an Accident

If your B-cycle is involved in an accident, please return it to a B-cycle station. Sometimes an accident can cause hidden damage to the bicycle, so only ride the bike if you are sure it is safe. If you are in need of additional assistance, call 911.

Please call Customer Service to inform the system operator about the accident.

