

2014

Q5/Q5 hybrid/SQ5/Q5 TDI

Audi Technician Report

Stock No. _____

Dealer Number _____

R.O. No. _____

VIN _____

Road test mileage out _____

Road test mileage in _____

All items must be completed prior to customer delivery by an Audi technician (for Audi Q5 hybrid, only "Hybrid Aware" techs are able to PDI the hybrid)

**Refer to the Special functions tab of ODIS Diagnosis using GFF for the PDI function tests*

***Audi recommends using an Audi approved battery charger to prevent excessive battery discharge during inspection*

Open Campaigns/Updates

- ☐ Check Elsa for open campaigns and updates. Perform campaigns not requiring SVM if applicable. Campaigns requiring SVM should only be performed after the vehicle has been taken out of transport mode.

Battery Inspection

- ☐ Check battery clamps for proper torque. Re-torque if required
- ☐ Perform the A-battery test for new batteries using GFF in ODIS Diagnosis -> Special functions -> Service work. Select option 2, the battery test for new batteries as part of the pre-delivery inspection and act according to the test result (ok, recharge, replace). Ensure diagnosis log is uploaded to the GFF paperless server by selecting "ok" when tester wants to send the current generated diagnosis protocol online. (Note: Do not use Guided Function. The diagnosis log will not be uploaded to GFF paperless)

Transport Mode Deactivation, DTC check, set service reminder

- ☐ Deactivate vehicle transport mode (via Special functions -> Service work -> 19-Transport mode activating/deactivating)
- ☐ Set service reminder (via Special functions -> Service work -> 17-PDI-resetting SRI at PDI, counter reset, etc.)
- ☐ For MMI3G+ vehicles, set adaptation channel (via Special functions -> Service work -> : 5F-Activating/deactivating storage of music)
- ☐ Perform an SVM specified /actual comparison (via Special functions -> Software Version Management (SVM))
- ☐ Perform any campaign update requiring SVM at this time (follow instructions listed in campaign documentation)

Under the Hood Fluid Check and Inspection

- ☐ Check all fluid levels and top off if necessary
- ☐ Check engine oil level using Special Tool T40178 on a flat and level surface

Trunk Inspection

- ☐ Install wheel bolt cover removal tool from PDI kit and wheel lock key (if applicable) into trunk tool kit behind spare tire. Please note that in the hybrid it is located on the luggage floor on the right side
- ☐ Verify operation of luggage cover

Exterior

- ☐ Test windshield washers (front and rear) for aim and function
- ☐ Turn on headlights and test headlamp washers (if equipped)
- ☐ Test exterior lighting functions
- ☐ Install the rubber strips to the top of the base carrier bars (do not install the carrier bars on the vehicle unless customer has requested). Repackage the bars into the box if they are not being installed on the vehicle
- ☐ Retrieve the paper with the torque wrench key code from the base carrier bar box. Insert the paper with the key code into the owner's literature wallet. Record torque wrench key code in the VDF to ensure it's documented in the event the paper with the code is misplaced
- ☐ Check key functionality, including seat memory (if equipped); verify vehicle starts and runs with the start/stop button; verify all doors lock/unlock with remote and advanced key, including all door handle sensors with the advanced key (if equipped)

Interior

- ☐ Check operation of all switches: Locks, windows, seat adjustment, seat heating (if equipped) and child safety features
- ☐ Calibrate rear view mirror compass to proper zone and check self-dimming function/lighting (if equipped)
- ☐ Verify operation of all interior lights
- ☐ Mirrors: Inspect folding, adjustments, RH tilt in reverse, and memory (if equipped)
- ☐ Inspect operation of lighter, aux. outlet under armrest, and rear outlet and cargo area (if equipped)
- ☐ Verify operation of all front and rear seat belts and latches
- ☐ Check horn operation
- ☐ Check sunroof and sunshade operation (open/close/vent/deflector at edge)
- ☐ Passenger side airbag: Verify operation of Passenger Occupant Detection System



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Interior (continued)

- ☐ Start-Stop-System info (if applicable): Verify the velum sticker is on the start/stop button. Remove the Start-Stop-System information card from the car kit and place it in the glove box with the owner's manuals. Additional supply can be ordered via the Brand Store on AccessAudi

Radio

- ☐ Verify operation of CD player
- ☐ Verify operation of AMI or aux. input (if equipped)
- ☐ SD card slot: Insert SD card and test function (Test all SD card slots as equipped)
- ☐ Verify HD Radio is turned "off" in Radio/Settings Menu (USA ONLY)

Audi MMI/Navigation

- ☐ Verify and set Language and Measurement Units in Setup Menu
- ☐ Set Time source setting to "GPS" and set Auto daylight savings time to "on." Change time zone appropriate to the dealer location
- ☐ Navigation (if equipped): Set dealership location (for following back to dealership during road test)
- ☐ Set the "Music volume while parking" to 6 lines (accessed via MMI rear view camera display: Settings > Music volume while parking) (applies to vehicles with park assist or rear view camera)
- ☐ Voice Activation (if equipped): Press the "Talk" button and verify several Commands

Audi connect (if equipped) (USA ONLY)

- ☐ Verify Audi connect Information Packet is present, including Audi brochure, T-Mobile brochure, customer SIM card, T-Mobile Terms & Conditions (T&C) (if applicable)
- ☐ Connect the **dealer demo** SIM card to the vehicle and make sure the system fully connects to 2G or 3G (2G or 3G symbol with Box surrounding it)(only applies if in a T-Mobile service area)
- ☐ Enable Google Earth in the navigation settings and verify the white Google Logo appears next to the 2G or 3G symbol
- ☐ Ensure the wireless network is turned on (TEL function button > Settings Ctrl button > Wi-Fi settings > Wi-Fi active > select "Visible")
- ☐ Check Wi-Fi hotspot functionality is enabled and verify the SSID is set to "AUDIXXXXX," where XXXXX = the last five digits of VIN that are automatically preset in the system.

On-Hoist Inspection

- ☐ Check underside of vehicle for fluid leaks and loose components
- ☐ Check steering, boots, brake system, hoses, tires and wheels for damage
- ☐ Remove transport suspension blocks (if installed)
- ☐ Inspect wheel bolts for proper torque using torque wrench
- ☐ Install wheel bolt covers and center caps as supplied

Road Test

- ☐ Check for squeaks, rattles and wind noise
- ☐ Verify operation of Audi parking system plus with rear view camera (if equipped)
- ☐ Verify engine performance and acceleration
- ☐ EV button: Push the EV button at a speed below 65 mph and check for lights on EV button and instrument cluster. EV mode may or may not activate based on current operational criteria as described in the owner's manual
- ☐ Check MMI and instrument cluster for proper operation mode indication (green lights while EV or electrical drive, orange while combustion engine active, etc.)
- ☐ Check for state of charging increasing while braking within recuperation range (see power meter for details)
- ☐ Verify transmission operation, including shift paddles (if equipped)
- ☐ Check steering/tire alignment
- ☐ Test drive vehicle applying brakes several times (at least 4 times) at 20 mph (32 km/h) to clean brake rotors. Check for abnormal noise/vibration/pulsation
- ☐ Parking brake: Apply and verify hold and release
- ☐ Verify quality of radio reception in AM/FM/SAT bands
- ☐ Verify cruise control/ACC (if equipped) functions
- ☐ Verify Audi side assist functionality (if equipped)
- ☐ Climate control: Check all functions and ensure proper A/C cooling
- ☐ Seat heating/ventilation (if equipped): Inspect for proper operation
- ☐ Navigation function (if equipped): Activate NAV and follow directions back to dealership

Post-Road Test Inspection

- ☐ Interrogate fault memory using the Scan Tool and print Diagnostic Log
- ☐ Record final mileage on checklist and sign checklist



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- ☐ Ensure the yellow tire pressure tag is installed on steering wheel

Showroom Display/Inventory Storage/Demo Vehicle

- ☐ Install showroom charger to ensure battery remains charged at all times
- ☐ Apply Inventory Maintenance Sticker
- ☐ Install standard wiper blades (if not already installed)

Technician

I certify that all operations have been completed and this vehicle has been prepared in accordance with Audi Procedures and Quality Standards, and has met the standards for Perfect Delivery.

Technician Signature_____
Completion Date