



2016

## A3 Cabriolet

# Audi Pre-Delivery Inspection

Stock No. \_\_\_\_\_

Dealer Number \_\_\_\_\_

R.O. No. \_\_\_\_\_

VIN \_\_\_\_\_

Road test mileage out \_\_\_\_\_

Road test mileage in \_\_\_\_\_

### Reminders

- ▶ All items must be completed prior to customer delivery by an Audi technician
- ▶ Audi recommends using an Audi approved battery charger to prevent excessive battery discharge during inspection
- ▶ ALL PDI function tests must be run in Guided Fault Finding (GFF) only. Do NOT use Guided Functions for any PDI related test as these will not be uploaded to the Paperless Server. Refer to the Special functions tab of ODIS Diagnosis for using GFF for PDI function tests
- ▶ For items marked with \*, please refer to the PDI Technician Reference Document posted on ServiceNet for additional information

### Vehicle Preparation

- Check Elsa for open campaigns and updates
- Deactivate vehicle transport mode\*
- Set adaption channel to enable CD Ripping (if equipped with NAV)\*
- Set service reminder\*
- Perform any open campaigns \*

### Under the Hood Inspection

- Check battery clamps for proper torque\*
- Perform a battery test\*
- Check engine oil level\*
- Check all fluid levels and top off if necessary

### Exterior

- Check all key buttons and features\*

### Lighting and Windshield

- Test exterior lighting functions
- Install wiper blades
- Test front washers (and headlight washers if equipped)\*

### Trunk Inspection

- Verify trunk lid is operational
- Verify operation of emergency release handle
- Install wheel bolt cover removal tool from PDI kit into trunk tool kit\*
- Verify tool kit is installed securely in luggage compartment
- Set spare tire pressure \*1.8T ONLY\*

### Interior

- Verify operation of all seat belts and latches
- Check operation of window, lock, and seat controls\*
- Verify windows can be operated with the key\*
- Inspect mirrors for proper operation\*
- Check rear view mirror operation\*
- Verify operation of all interior lights
- Verify operation heated seats (if equipped)
- Verify proper operation of climate control\*
- Inspect operation of all power outlets\*
- Verify operation of front Passenger Occupant Detection System

### Settings

- Set Time source setting to "GPS" and set Auto daylight savings time to "on."\*
- Verify and set language and Measurement Units\*
- Set "Music volume while parking" to 6 lines\*
- Set dealership location in navigation (if equipped)\*
- Load Onboard Video Tutorials\*

### Media / Radio / SAT

- Verify operation of AMI or aux. input (if equipped)
- Verify operation of CD/DVD player (if equipped)
- Insert SD card and test function of all slots
- Program the presets to local stations
- Verify HD Radio is turned "off"\*



2016

## A3 Cabriolet

### Audi Pre-Delivery Inspection

#### Audi connect (USA ONLY) (if equipped)

- Verify Audi connect Information Packet is present\*
- Connect the dealer demo SIM card to verify system connects to mobile network\*
- Turn on the wireless network\*
- Check Wi-Fi hotspot functionality\*
- Enable Google Earth \*

#### On-Hoist Inspection

- Remove transport suspension blocks (follow ELSA instruction)
- Check steering, boots, brake system, hoses, tires and wheels for damage
- Check underside of vehicle for fluid leaks and loose components
- Inspect wheel bolts for proper torque\*
- Install wheel bolt covers and center caps as supplied\*
- Set and store tire pressures for either sold vehicle OR stock inventory vehicle\*

#### Driving Performance

- Check horn operation
- Verify hold and release of parking brake
- Verify engine performance and acceleration\*
- Verify transmission operation, including shift paddles (if equipped)
- Test drive vehicle applying brakes several times\*
- Check steering/tire alignment
- Check for squeaks, rattles and wind noise
- Verify quality of radio reception in AM/FM/SiriusXM bands
- Calibrate rear view mirror\*

#### Driver Assistance

- Verify cruise control/ACC functionality (if equipped)
- Verify Audi side assist functionality (if equipped)
- Verify Audi active lane assist functionality (if equipped)
- Activate NAV and follow directions back to dealership (if equipped)
- Verify operation of parking system (if equipped)\*

#### Convertible Functionality (if equipped)

- Test operation of power folding top\*
- Verify convertible top manual closing tools are present

#### Post-Road Test Inspection

- Interrogate fault memory and print Diagnostic Log
- Ensure the yellow tire pressure tag is installed on the steering wheel
- Apply Inventory Maintenance Sticker
- Install showroom charger to ensure battery remains charged at all times

#### 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

\_\_\_\_\_  
Last 8 of VIN

\_\_\_\_\_  
Completion Date