

2019

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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 a certified Audi technician
- ▶ Audi recommends using an Audi-approved battery charger to replenish the high voltage battery during inspection
- ▶ ALL PDI function tests must be run in Guided Fault Finding (GFF) using PDI Total Function Test Plan 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
- ▶ Before using ODIS, remove any high voltage charger, no AC or DC is allowed. Maintain the 12V battery as usual
- ▶ It is advised to start ODIS with the vehicle turned on and in ready mode to enable all 5F Test Plans in GFF
- ▶ For items marked with *, please refer to the PDI Technician Reference Document posted on ServiceNet for additional information
- ▶ For items marked with **, follow instructions for stock inventory vehicle

Vehicle Preparation

- ☐ Check Elsa for open campaigns and updates
- ☐ Verify Audi Phone Box Customer Registration form is present in car and fill out "Serial Number" field. Check Elsa "Vehicle Information" Section or location sticker on car. See TSB 2051720
- ☐ Perform any open campaigns*
- ☐ Perform diagnostic work*

Exterior

- ☐ Check all key buttons and features*
- ☐ Check all doors for proper power closing*
- ☐ Inspect exterior for damage, dings, dents and surface scratches

Lighting and Windshield

- ☐ Test exterior lighting functions
- ☐ Test windshield washers (and headlight washers)*
- ☐ Install wiper blades

Underhood Inspection

- ☐ Remove protective packing and inspect charging components
- ☐ Verify tool kit is installed securely in storage compartment
- ☐ Fill windshield washer fluid
- ☐ Check all fluid levels and top off if necessary

Trunk Inspection

- ☐ Verify trunk is operational
- ☐ Verify operation of emergency release handle.
- ☐ Install wheel bolt cover removal tool from PDI kit into trunk tool kit*

Interior

- ☐ Check operation of window, lock, and seat controls*
- ☐ Move front passenger seat belt retainer to highest position while sitting against the b-pillar
- ☐ Inspect mirrors for proper operation*
- ☐ Check rear view mirror operation*
- ☐ Verify operation of all interior lights
- ☐ Check heated steering wheel operation (if equipped)
- ☐ Verify operation of heated/ventilated and massaging seats (front/rear) (if equipped)*
- ☐ Verify operation of manual folding 2nd row
- ☐ Verify proper operation of climate control*
- ☐ Inspect operation of all power outlets*
- ☐ Check panoramic sunroof and sunshade operation*
- ☐ Verify operation of rear side sunshade operation
- ☐ Verify operation of front Passenger Occupant Detection System

Settings

- ☐ Verify operation of MMI® touch screens, upper and lower

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Settings (continued)

- ☐ Set Time source setting to “GPS” and set Auto daylight savings time to “on”*
- ☐ Verify and set language and measurement units*
 - ☐ Home > Settings > General > Measurement Units > Consumption (electric motor) to mi/kWh, and check to ensure all other units are set to US specs
- ☐ Verify Speech Dialog System is operating*
- ☐ Set “Music volume while parking” to medium*
- ☐ Set dealership location in navigation*
- ☐ Turn off Manual Speed Warning (if equipped)*
- ☐ Disable climate control via door unlock*
- ☐ Turn off battery range ring: “Navigation > Settings > Map Settings > Show Range

Media / Radio / SAT

- ☐ Verify operation of 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”*

Audi connect® (USA ONLY)

- ☐ Turn on the Wi-Fi® hotspot (if equipped)*
- ☐ Check Wi-Fi® hotspot visibility. No data available at PDI due to dealer demo mode (if equipped)*
- ☐ Enable satellite map for navigation (if equipped)*

On-Hoist Inspection

- ☐ Check underside of vehicle for fluid leaks and loose components
- ☐ Check steering, boots, brake system, hoses, tires and wheels for damage
- ☐ Inspect wheel bolts for proper torque*
- ☐ Install wheel locks (if equipped)
- ☐ 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 electronic parking brake
- ☐ Verify electric motor performance and acceleration*

Driving Performance (continued)

- ☐ Verify regen operation, including steering wheel paddles
- ☐ Test drive vehicle applying brakes several times*
- ☐ Check adaptive air suspension in all positions
- ☐ Check steering/tire alignment
- ☐ Check for squeaks, rattles and wind noise
- ☐ Calibrate rear view mirror*
- ☐ Verify quality of radio reception in FM/SiriusXM® bands

Driver Assistance

- ☐ Verify all cruise control functions
- ☐ Verify cruise control/ACC (if equipped), which includes the following:
 - ☐ Adaptive Cruise Assist
 - ☐ Turn Assist
 - ☐ Intersection Assistant
 - ☐ Traffic Jam Assist
 - ☐ Predictive Efficiency Assist
 - ☐ Active lane assist with emergency assistant
 - ☐ Traffic sign recognition
- ☐ Verify Audi side assist functionality Pre sense® rear (if equipped)
- ☐ Verify operation of night vision camera (if equipped)
- ☐ Verify operation of parking system*
- ☐ Verify all vehicle Head-up display functionality (if equipped)*
- ☐ Verify operation of High-beam assist
- ☐ Activate NAV and follow directions back to dealership

Post-Road Test Inspection

- ☐ Interrogate fault memory and upload diagnostic log to GFF Paperless Server
- ☐ Check service interval and verify correct interval is displayed
- ☐ Ensure the yellow tire pressure tag is installed on the steering wheel
- ☐ Apply 30 Day Inventory Maintenance Sticker**
- ☐ Install showroom trickle charger to ensure the 12V battery remains charged at all times**

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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