

2020

Q8

# 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 prevent excessive battery discharge 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
- ▶ It is advised to start ODIS with the engine running 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 vehicle and add the serial number from Elsa (if equipped). See TSB 2051720
- Perform any open campaigns\*
- Perform diagnostics work\*
- Install front license plate carrier (if necessary)\*

## Exterior

- Check all key buttons and features\*
- Check all doors for proper power closing (if equipped)\*
- Inspect exterior for damage, dings, dents and surface scratches. Report and repair any damage **before** delivery to the customer

## Lighting and Windshield

- Test exterior lighting functions
- Test windshield washers (and headlight washers if equipped) Correct aim if necessary\*

## Trunk Inspection

- Verify power tailgate is operational and set to maximum opening height (if equipped)\*
- Verify operation of emergency release handle
- Install wheel bolt cover removal tool from PDI kit into trunk tool kit\*

## Trunk Inspection (continued)

- Verify tool kit is installed securely in luggage compartment
- Check battery clamps for proper torque\*
- Set spare tire pressure\*

## Interior

- Verify operation of all seat belts and latches
- Check operation of window, lock, and seat controls\*
- Inspect mirrors for proper operation\*
- Check rear view mirror operation\*
- Verify operation of all interior lights
- Check heated steering wheel (if equipped, otherwise, ignore DTC B153813)
- Verify operation of heated/ventilated and massaging seats (if equipped)\*
- Verify operation of manual folding 2nd row seats
- 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 (if equipped)
- Verify operation of front Passenger Occupant Detection System

## Settings

- Verify operation of MMI® touch screens, upper and lower
- Set Time source setting to “GPS” and set Auto daylight savings time to “on”\*



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### Settings (continued)

- Verify and set language and measurement units\*
- 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)\*

### Media / Radio / SAT

- Verify operation of aux. input
- Verify operation of CD/DVD player (if equipped)
- Insert SD card and test function of slot
- Program the presets to local stations
- Verify HD Radio is turned "off"\*
- Verify Audi phone box sticker and registration information is present (if equipped). See TSB 2051720

### 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

- Remove transport suspension blocks (follow ELSA instructions)
- Check underside of vehicle for fluid leaks and loose components
- Check steering, boots, brake system, hoses, tires and wheels for damage
- Install wheel locks (if equipped)
- Install wheel bolt covers and center caps as supplied\*
- Inspect wheel bolts for proper torque\*
- 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 engine Start-Stop System functionality\*
- Verify engine performance and acceleration\*
- Verify transmission operation, including shift paddles (if equipped)
- Test drive vehicle applying brakes several times\*

### Driving Performance (continued)

- Check adaptive air suspension in all positions (if equipped)
- Check steering/tire alignment
- Check for squeaks, rattles and wind noise. Repair any squeaks, rattles or wind noises **before** delivery to the customer
- Calibrate rear view mirror\*
- Verify quality of radio reception in AM/FM/SiriusXM® bands

### Driver Assistance

- Verify all cruise control functions
- Verify cruise control/ACC with Stop & Go functionality (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 (if equipped)
- 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
- Check engine oil level\*
- Check all fluid levels and top off if necessary
- Ensure the yellow tire pressure tag is installed on the steering wheel
- Apply 30 Day Inventory Maintenance Sticker\*\*
- Install showroom charger to ensure 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