



TEST DRIVE

User Manual | Costumer & Seller

Version 0.1

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1. Introduction

This document presents a user manual to know how to make a test drive. It will explain in detail the path through its views and accesses in the page. It will show the steps to follow to create or edit certain necessary attachments, as well as to show the user an intuitive and fluid navigation. The manual has sample images of the actual page for better exemplification.

Let's start with the first steps. In order to create request a Test Drive it is necessary to have previously generated an account in movu. This step can be done in the movu home screen.

Locate the "**REGISTER**" button in the upper right corner of the movu home page.

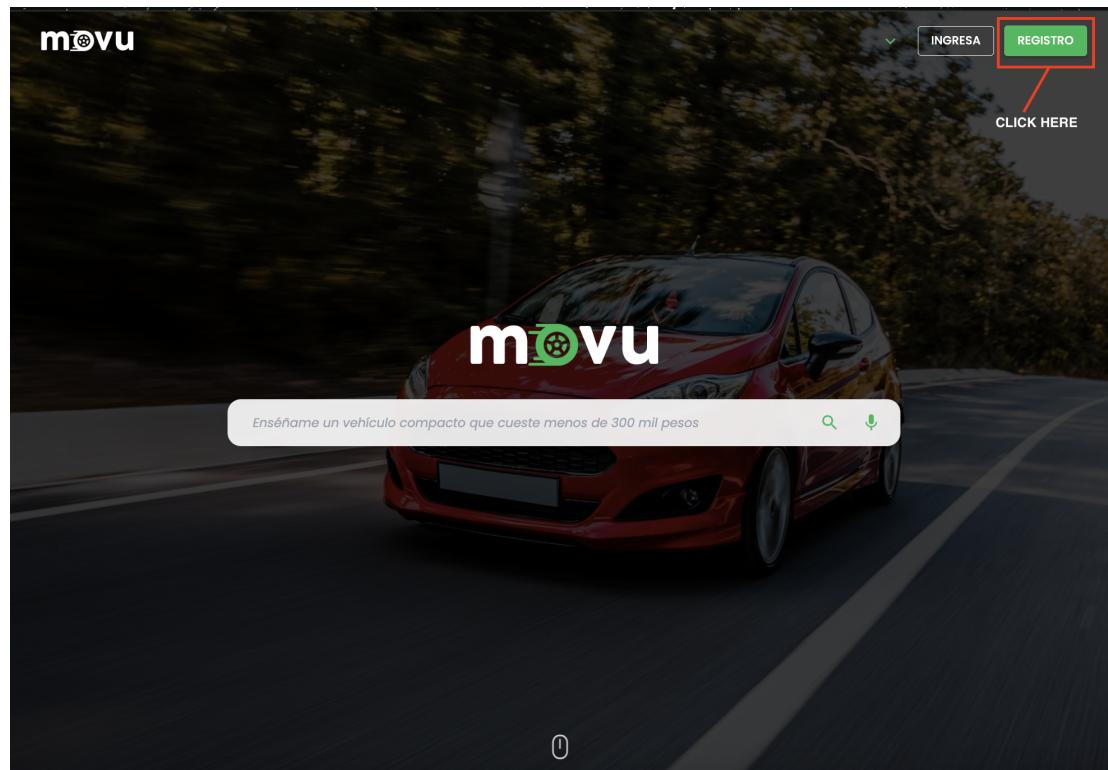


Figure 1: movu home screen

2. Customer

2. Select car for Test Drive

Once you have your account, log in and navigate through the platform.

Scroll down until you see this announcement:

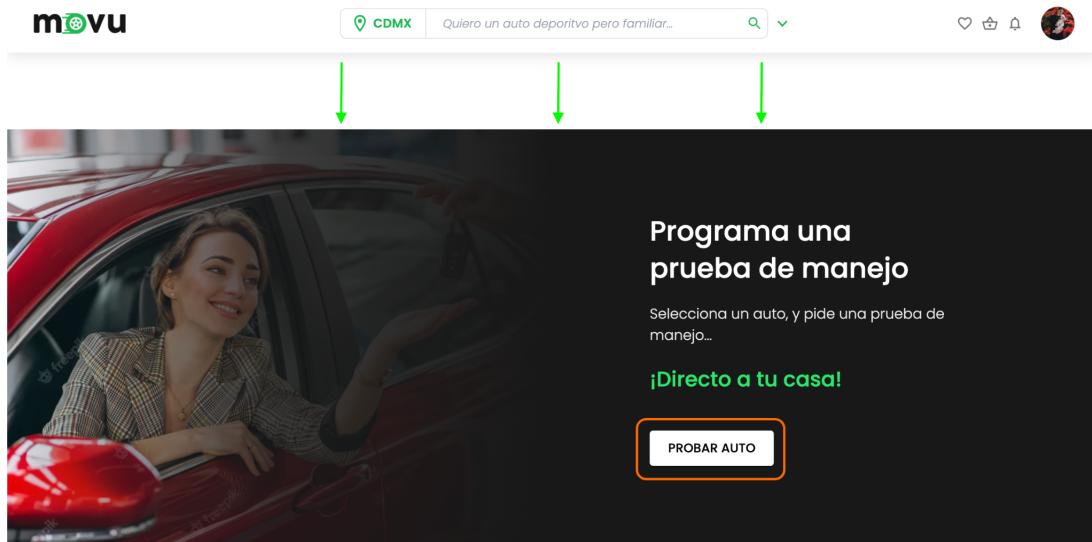


Figure 2: movu home screen / test drive announcement

Then click in the **PROBAR AUTO** button.

You will be redirected to this page, where you can navigate through the platform and search for any vehicle.

The image is a screenshot of the movu search results page. At the top, there is a header with the text 'Los autos mas vendidos' and a search bar. On the right side of the header, there is a user profile icon with a red circle around it, and a note saying 'Check that you are logged with your account'. Below the header, there are several filters: 'Región o estado' (Ciudad de México, Guadalajara, Puebla, Monterrey), 'Rango de precio' (\$165,999 - \$449,999), and 'Año'. The main content area displays a grid of six vehicle cards. Each card shows a thumbnail image of the car, its location (Ciudad de México, Guadalajara, Puebla), the model name, the year, the price in MXN, and a 'like' button. A vertical green arrow on the right side of the grid points downwards with the text 'Scroll down'.

Model	Location	Year	Price (MXN)
Honda HR-V Uniq	Ciudad de México	2017	\$300,999 MX
Mercedes-Benz Clase CL...	Guadalajara	2017	\$449,999 MX
Nissan Sentra Sense	Puebla	2018	\$250,999 MX
Volkswagen Jetta A7 Tre...	Ciudad de México	2019	\$328,999 MX
Fiat Uno Sporting	Ciudad de México	2020	\$249,999 MX
Volkswagen Vento Comf...	Puebla	2019	\$245,999 MX

Figure 3: movu search

Once you have selected a vehicle, the vehicle details will be displayed. You can buy it or request a test drive.

Identify the **AGENDAR PRUEBA** button and click on it.

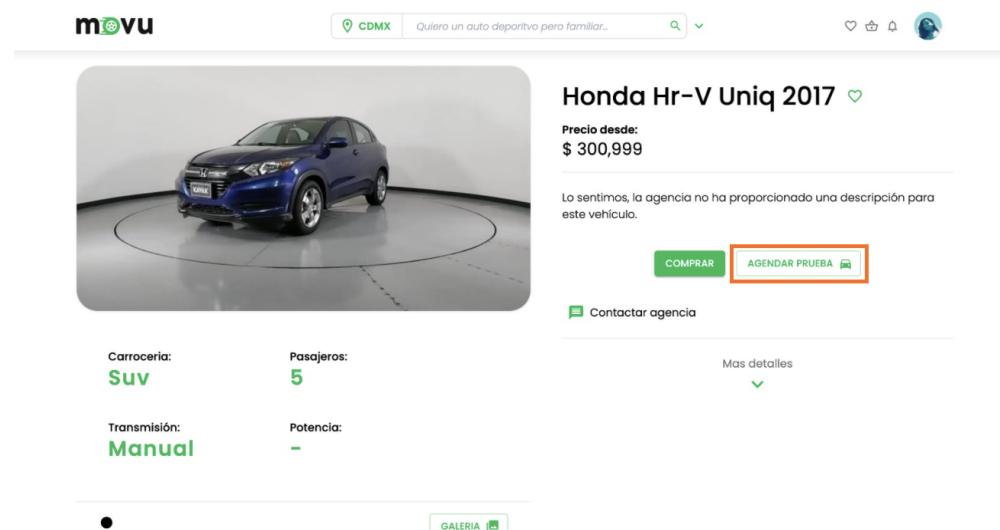


Figure 4: Selected car for Test Drive

3. Schedule Test Drive

You are now on the screen to request your test drive.

You need to have edited your personal profile with the necessary fields to autocomplete the Test Drive form.

Figure 5: Test Drive request / user information

If you have already completed this step, then you need to upload a photo of your license and choose which day and date to schedule your test drive.

Figure 6: Test Drive request / Doc and date

Once you have completed both sides, and have reviewed your information, click on the

ENVIAR SOLICITUD button

To check your requested driving tests, click on the icon of your profile picture.

Clicking on the icon will display a series of options, click on Pruebas de Manejo .

Next you will have a screen with a list of your test drive requests, click on the **VER MÁS** button to display their status.

Mis Pruebas de Manejo

Seat Arona Xcellence  Fecha: 2023-10-01 Concesionaria: Suzuki Guadalajara Status: Solicitud Cancelada/Rechazada VER MÁS	Volkswagen Golf A7 Highline  Fecha: 2023-06-11 Concesionaria: Chrysler Aguascalientes Status: Solicitud Cancelada/Rechazada VER MÁS
Audi A3 Ambiente Hatchback  Fecha: 2023-10-01 Concesionaria: Mini Valle Oriente Status: Solicitud Creada VER MÁS	Seat Arona Xcellence  Fecha: 2023-10-01 Concesionaria: Mini Valle Oriente Status: Solicitud Finalizada VER MÁS

Figure 7: Test Drive of user

4. Test Drive Process

You will now be able to see the status and progress of your request. You must wait until your application is accepted to continue with the process. If your request is successful you can continue, but if its rejected, try to check with your seller of the automotive group.

The screenshot shows the movu platform interface for a test drive request. At the top, there's a search bar with 'Quiero un auto deportivo pero familiar...' and a location indicator 'CDMX'. Below the header, the page title is 'Prueba de manejo'. A horizontal timeline shows five stages: 'Solicitud Creada' (Status: Green checkmark), 'Solicitud Aceptada' (Status: Grey circle with '2'), 'Preparando Auto' (Status: Grey circle with '3'), 'En Camino' (Status: Grey circle with '4'), and 'Recibido' (Status: Grey circle with '5'). A red box highlights the status 'Estatus de Prueba: Rechazada' (Test Drive Status: Rejected). On the left, there's a photo of a red 2016 SUV Eco Sport. On the right, a 'Datos de Prueba' (Test Data) section displays: Fecha de prueba: Fecha sin definir; Hora de prueba: Hora sin definir; Nombre de vendedor: Ivan Diaz; Nombre de Concesionaria: Suzuki Guadalajara; Dirección de prueba: Calle una de un lugar, en la colonia uno del lugar uno, 52140, Ciudad de Mexico, Mexico.

Figure 8: Test Drive Process

Once your application is accepted you will be able to see it in the process and you will be able to move forward.

This screenshot shows the same movu platform interface as Figure 8, but the status has changed. The 'Solicitud Aceptada' stage now has a green checkmark, indicating the application has been accepted. The rest of the process timeline and the 'Datos de Prueba' section remain the same, showing the details of the rejected request: a red 2016 SUV Eco Sport, Ivan Diaz as the vendor, Suzuki Guadalajara as the dealer, and the specified address in Mexico City. A green button labeled 'Cancelar Prueba' (Cancel Test Drive) is visible at the bottom right.

Figure 9: Test Drive Process / Request accepted

If for any reason during the process you need to cancel your application, you can do so by clicking on the following button [Cancelar Prueba](#). A pop-up message will appear to confirm your decision.

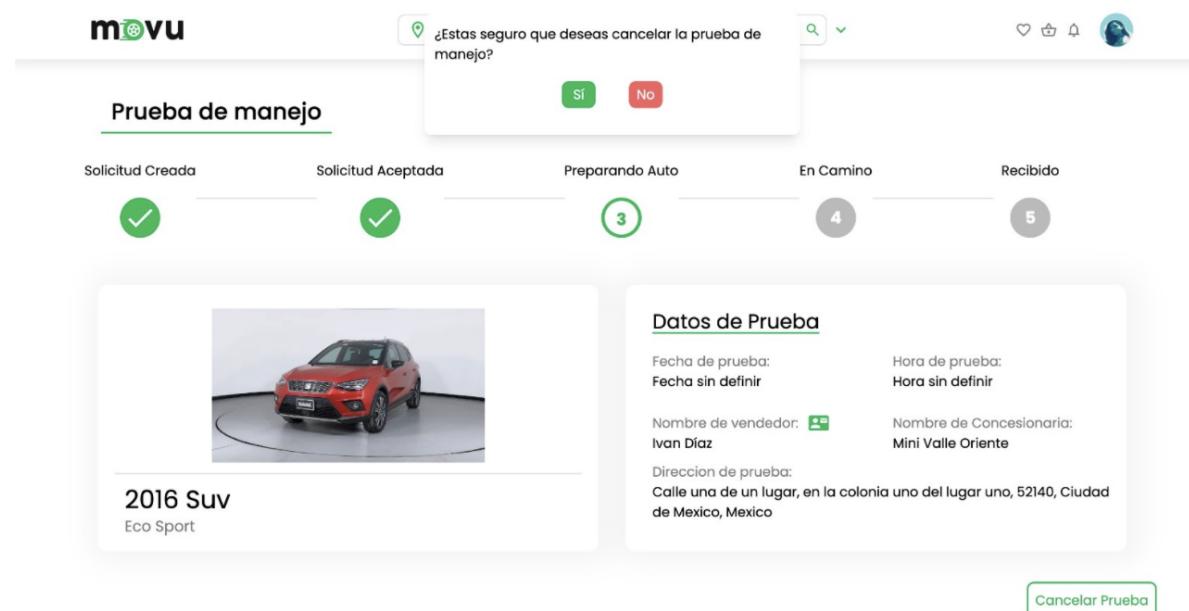


Figure 10: Test Drive Process / Cancel Test Drive

5. Seller

This part is exclusively for sellers, any other user or customer will not be able to access these views.

To have a full acces as a seller, Login to the movu home page with your seller account. Click on the [INGRESA](#) button located in the upper right corner. Log in with your corresponding credentials

Once you are inside the platform, you will notice that on the left side you have a navigation bar with several sections. Click on the Test Drive section.

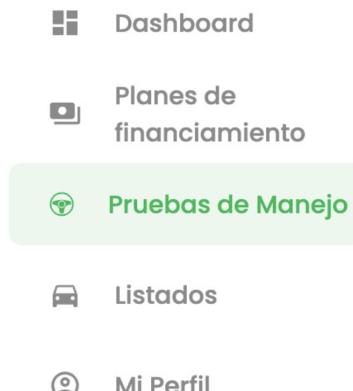


Figure 1.1 Seller Dashboard

5.1 Status of test drive requests

Within this section you will be able to view active and inactive test drive requests.

The active requests are all those that have already been reviewed and answered, the process is still in progress or they were completely rejected.

The screenshot shows the 'Pruebas de Manejo' section of the dashboard. At the top, there are tabs for 'Activas' (Active) and 'Inactivas' (Inactive). Below is a table with the following data:

ID	Modelo	Fecha	Cliente	Encargado	Estado	Detalles
150	Rio	2023-10-01	Andrea Yela	Ivan Diaz	Rechazada	
148	Cx-3	2023-10-01	Andrea Yela	Ivan Diaz	Finalizado	
136	CR-V	2023-08-25	Adriana Larkin	Ivan Diaz	Aceptada	
141	XI	2023-10-01	Adriana Larkin	Ivan Diaz	En Camino	
146	Eco Sport	2023-10-01	Andrea Yela	Ivan Diaz	Aceptada	
145	Eco Sport	2023-10-01	Andrea Yela	Ivan Diaz	Rechazada	
142	Eco Sport	2023-10-01	Adriana Larkin	Ivan Diaz	Rechazada	

At the bottom right, there are buttons for 'Rows per page: 100' and '1-7 of 7'.

Figure 1.2 Active Test Drive Request

Inactive petitions are petitions that are under review, i.e. they are pending

Peticiones de Pruebas de Manejo						
Activas Inactivas						
id	Modelo	Fecha	Cliente	Encargado	Estado	Detalles
151	Mazda 3	2023-10-01	Andrea Yela	Ivan Diaz	Solicitud...	
149	Cx-3	2023-10-01	Andrea Yela	Ivan Diaz	Solicitud...	
147	Trax	2023-10-01	Andrea Yela	Ivan Diaz	Solicitud...	
138	CR-V	2023-08-25	Adriana Larkin	Ivan Diaz	Solicitud...	
137	CR-V	2023-08-25	Adriana Larkin	Ivan Diaz	Solicitud...	
139	XI	2023-08-25	Adriana Larkin	Ivan Diaz	Solicitud...	
140	XI	2023-10-01	Adriana Larkin	Ivan Diaz	Solicitud...	

Figure 1.3 Inactive Test Drive Request

You can change the status of the request with a filter once you have checked the handling details, if you try to do it before, an alert will appear at the top of the screen.

Para cambiar el estado de una solicitud rechazada o aceptada, por favor ingrese a la sección de detalles.

Figure 1.3 Change status notification

YOU CANNOT CHANGE THE STATUS OF THE APPLICATION WITHOUT FIRST VIEWING THE APPLICATION DETAILS

Navigate through the filters there are 7 statuses available:

- Accepted
- Rejected
- Request in Review
- Checking availability
- On the way
- Received
- Completed

Once you have identified the filters, it is necessary to check the information in the request. Click on the eye icon next to the filtered items.

148	Cx-3	2023-10-01	Andrea Yela	Ivan Diaz	Finalizado	
136	CR-V	2023-08-25	Adriana Larkin	Ivan Diaz		
141	X1	2023-10-01	Adriana Larkin	Ivan Diaz		
146	Eco Sport	2023-10-01	Andrea Yela	Ivan Diaz		
145	Eco Sport	2023-10-01	Andrea Yela	Ivan Diaz		
142	Eco Sport	2023-10-01	Adriana Larkin	Ivan Diaz		

Rows per page: 100 ▾ 1-7 of 7 < >

Aceptada
Rechazada
Solicitud en Revisión
Checando Disponibilidad
En Camino
Recibido
Finalizado

Figure 1.4 Filters and Details of Test Drive Request

5.2 Test Drive Details

You will be redirected to the page showing all the details of the test drive.

In this screen is all the information provided by the user in the applicant information section. You will be able to download the uploaded document in the driver's license section to check that it is correct. Your download will appear in your download section depending on the browser you are using.

You will also be able to check the specific details of the test drive to schedule it with the requested model.

Prueba de manejo: Detalles

Información de Solicitante

Nombre de solicitante	Teléfono	Correo
Adriana Larkin	345-766-894	Kiera.Wiza8@yahoo.com

Licencia de Conducir

Información de Prueba de Manejo

Auto	Año	Carroza
CR-V	2015	Suv

Fecha de prueba de manejo

licenciaAdrianaL....pdf

Figure 1.5 Dowload files

Once you have checked it, you can accept or reject the request, taking into account that all the necessary data is present.

If you click on either of the two buttons: **Accept or Decline**, a confirmation notification will appear at the top of your screen.

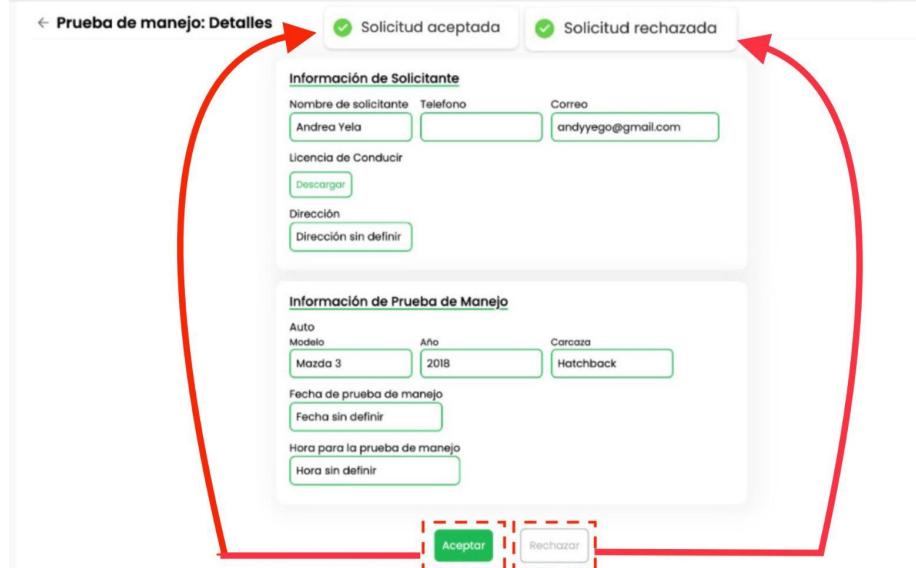


Figure 1.6 Accept or Reject Test Drive Request