User Manual (ENG)

## Please check before get started #1.



**Smart Test Drive** is the app for the sales consultants that enables simple test drive reservation, test driving and CS Survey using mobile devices.

To work properly, this app requires registration of test drive vehicles in advance.

Please register the vehicles first. (Refer to p.17)

## Please check before get started #2.



Smart Test Drive는 operate with the Bluetooth paring between the test vehicle and mobile device.

Thus, the user's device (smartphone & tablet PC) should be activated with Bluetooth.

Also 3G or 4G LTE connection activation is necessary.

Please check settings of the device.

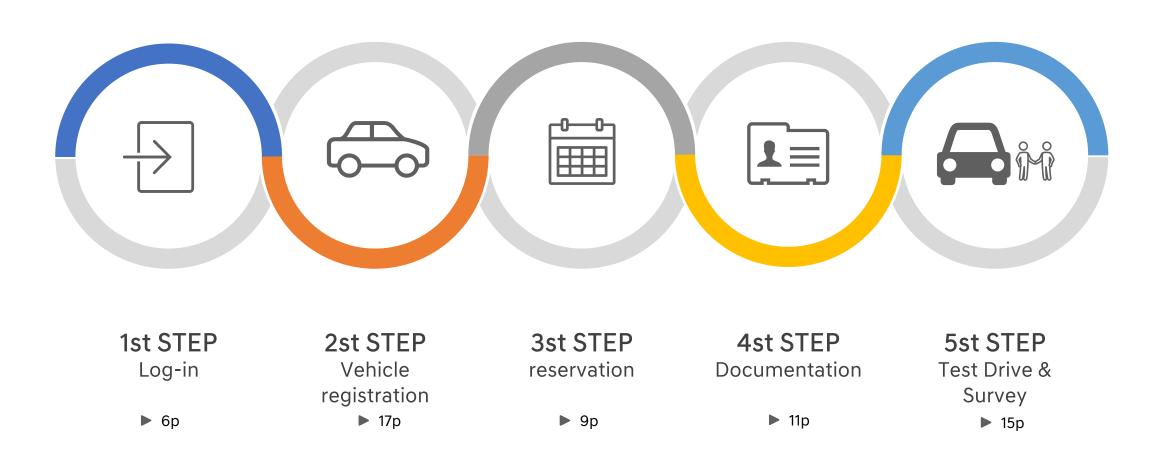
## Please check before get started #3.



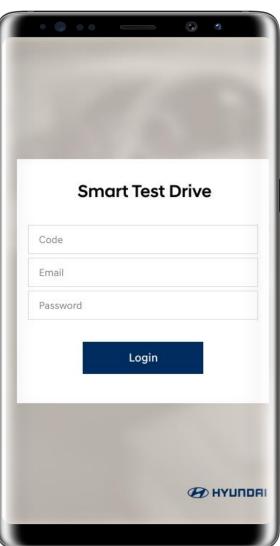


Smart Test Drive recommends to use the device connected to the power to prevent dead battery.

## **Smart Test Drive Process**







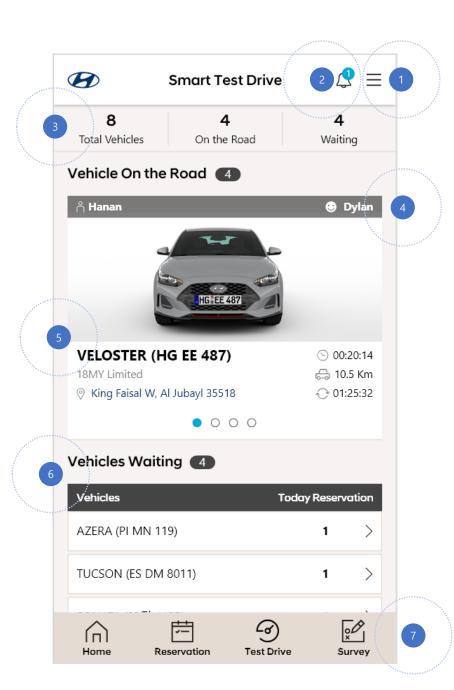
## **App Log-in**

User log-in is needed to use the app.

Code, email and password are required for log-in and are only created by the administrator.

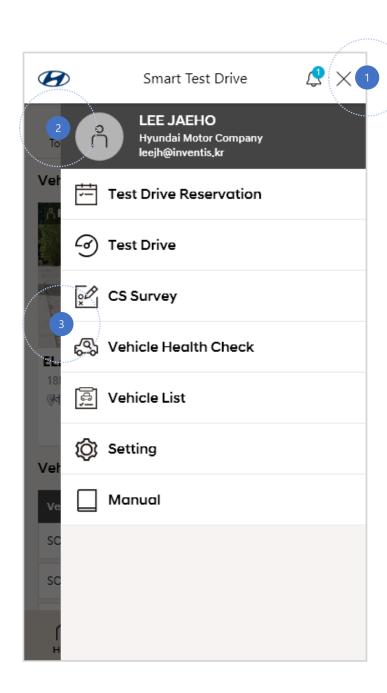
Unauthorized users can not access the app.

\* In case you forget Email or password, request the administrator to issue them again.



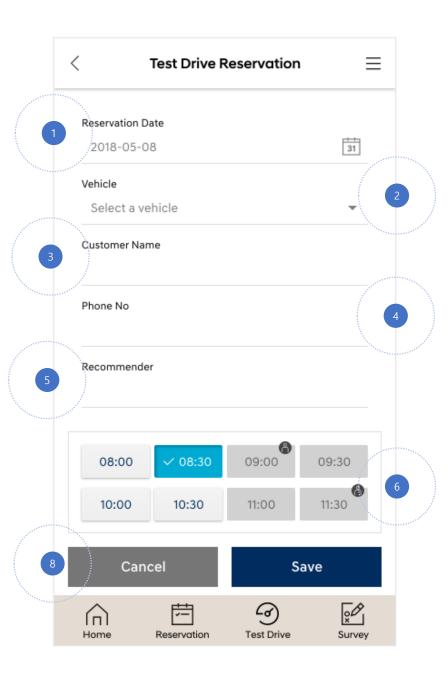
### **HOME**

- 01 Menu needed for using app are listed.
- 02 Notification to remind the sales consultant upcoming test drive reservation.
  - \* The number on the  $\mathcal{Q}$  icon shows how many notification are.
- O3 Quickly check current status of the test drive vehicles with this summary.
  - \* The numbers of the vehicles are shown.
- 04 Current driver and passenger of the vehicle (Able to check who are using the car)
  - \* Left side: Sales Consultant, Right side: Customer
- 05 Model, ♥Vehicle Location, ⊙driving time, ⇔driving distance, ⊕Last sync time
- O6 List of vehicles that are waiting. Number of today's reservation
- 07 Quick Menu



### **MENU**

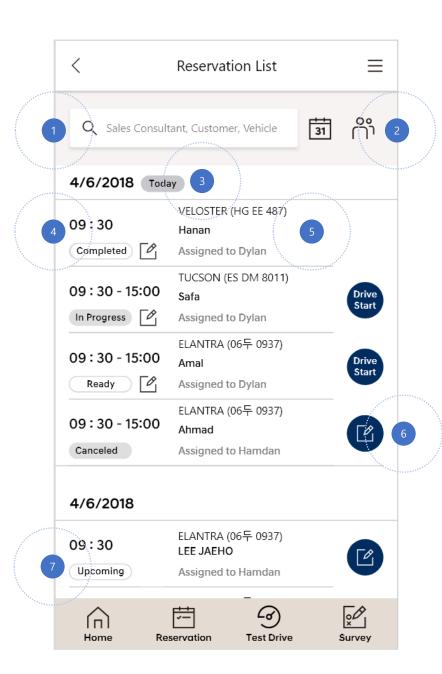
- 01 Close Menu
- O2 Profile photo, Sales Consultant's name, affiliation and Email
  - \* User info can be changed in Setting
- 03 Sub-menu
  - \* Touch to go to the each menu



## **Test Drive Reservation**

- 01 Reservation date setting
  - \* Touch Calendar icon and select date.
- O2 Test drive vehicle selection
  - \* Vehicles should be registered in advance at Menu > Vehicle Registration
- 03 Customer name.
- 04 Customer's phone number
- 05 Name of the recommender
- 06 Reservation time setting (Touch a time slot to select)
  - \* Cases of unable to make reservation
  - ■: Unavailable time
  - 4: Sales consultant is not available at the time
  - ←: Selected vehicle is not available at the time
- 07 Cancel / Save reservation

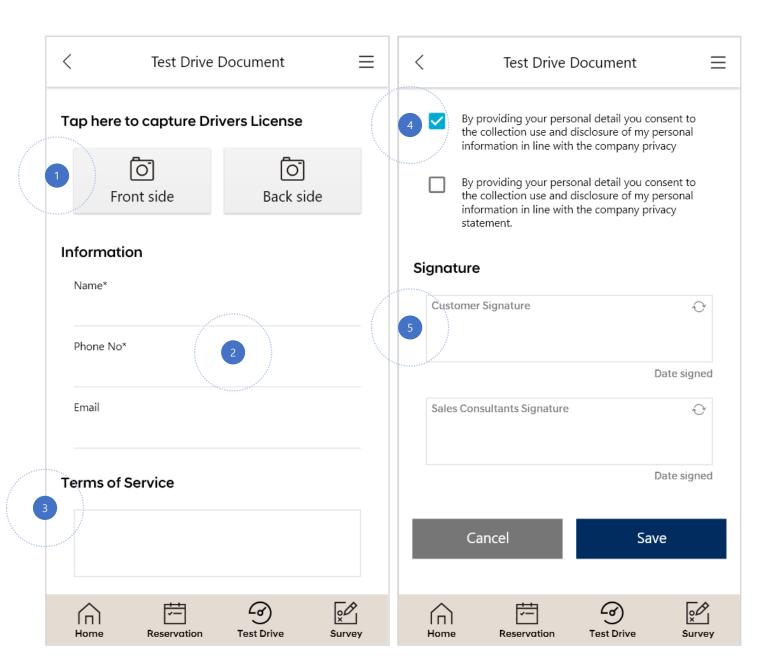
Icon status changes when each



## **Reservation List (Test Drive)**

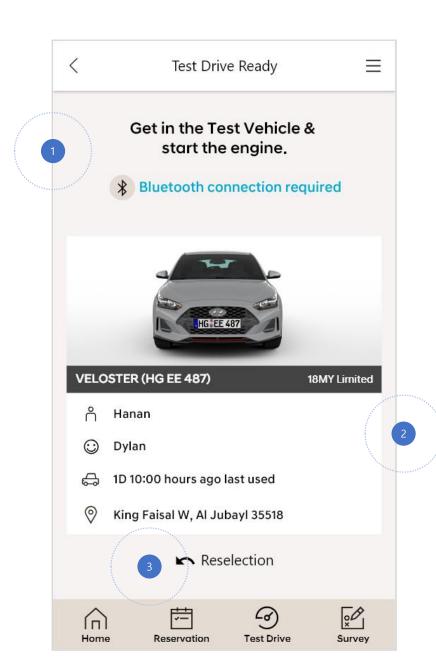
- 01 Search
  - Search by Sales Consultant, Customer or Vehicle Name.
    - \* Keyword autocompletion supports faster search.
- 02 🛱 : View reservations of selected date
  - 🔐 : Search within only the user's (sales consultant) reservations
- 03 Reservation date / Today's reservation list
- 04 Reservation time (Start Complete) corresponding document is registered.

  \* Check progress with icons. Upcoming Ready In Progress Completed Canceled
- Model(Plate number), Customer, Sales consultant name
  - \* Touch the text area to view, edit or delete reservation. User can edit his or her own reservation only.
- 06 🕜 Test Drive Document registration button.
  - Test Drive start button.
    - \* Button is changed once the document is registered.



### **Test Drive Document**

- Taking picture of the driver's license (front & back side)
  - \* Clear picture is needed to distinguish information.
- O2 Name, Phone No. & Email of the customer.
  - \* Email can be input selectively.
- 03 Terms of service and customer agreements.
  - \* Touch to zoom in.
- O4 Check box for customer agreements confirmation.
- O5 Signature area for the customer & sales consultant
  - \* Date signed is recorded below the signature.
- 06 Cancel/ Save



## **Test Drive (Test Drive Ready)**

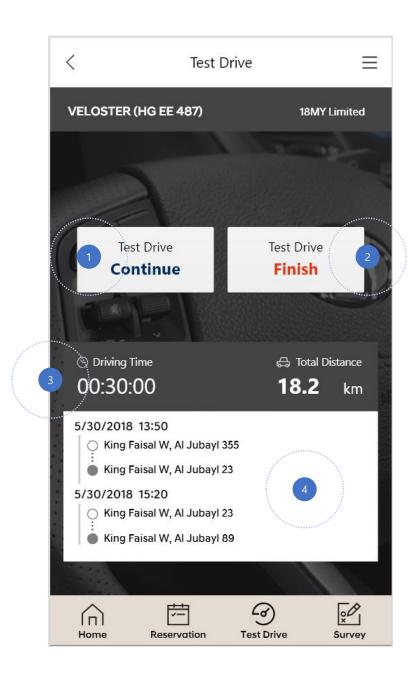
- 01 Test drive ready guide page
  - \* Notifies that Bluetooth paring between the mobile device & vehicle is needed.
  - \* When the engine is started & Bluetooth paring is succeed, the screen changes to drive mode automatically.
- O2 Information of the vehicle in which the sales consultant joins to the customer
  - <sup>↑</sup> Sales Consultant
  - © Customer
  - ♣ Last used time
  - Vehicle location
- 03 Reselection
  - \* In cases mishitting button or reservation time is different, reselection can be used.
  - \* If the test vehicle is changed, set again with Reselection.



## **Test Drive**

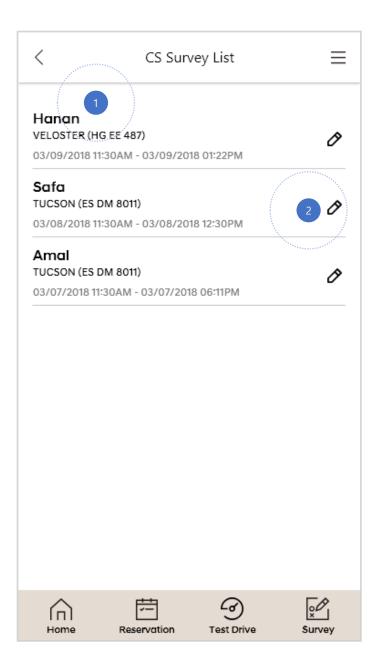
- 01 Driving Information
  - driving time and distance of the vehicle are displayed.
- O2 Pause Drive
  - Touch when stop driving temporarily.
  - \* Touch again to continue driving.
- 03 End Drive
  - Touch when end driving.
    - \* Touch only when the drive is completely end and the vehicle is parked.

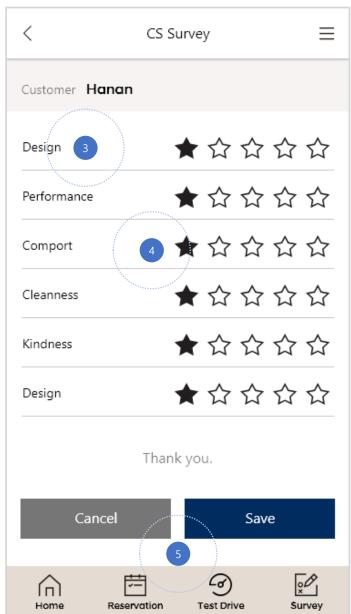
      If ending is processed without parking completed, the vehicle status turns to waiting right away causing the next user's confusion.



### **Test Drive**

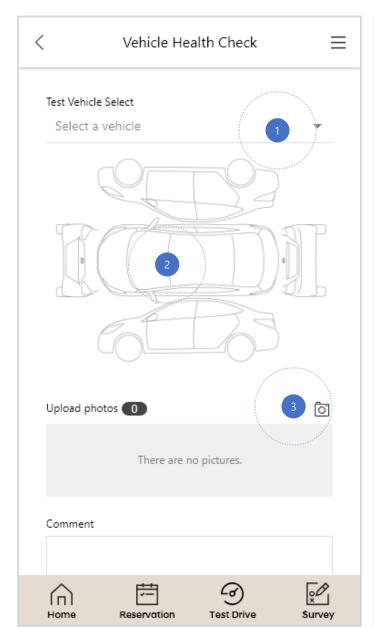
- 01 Test Drive Continue
  - If mishit End, go back and continue test drive.
- 02 Test Drive Finish
  - Touch only when the drive is completely end and the vehicle is parked.
  - \* Once test drive finish is processed, the drive can not be continued and new reservation is needed.
- 03 Driving time & Total driving time
- 04 Test drive date/time, Departure & Arrival location.

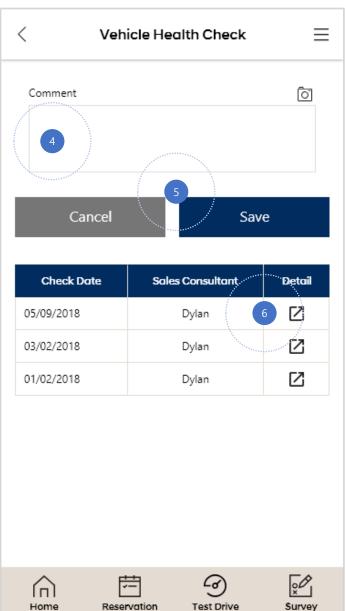




## **CS Survey**

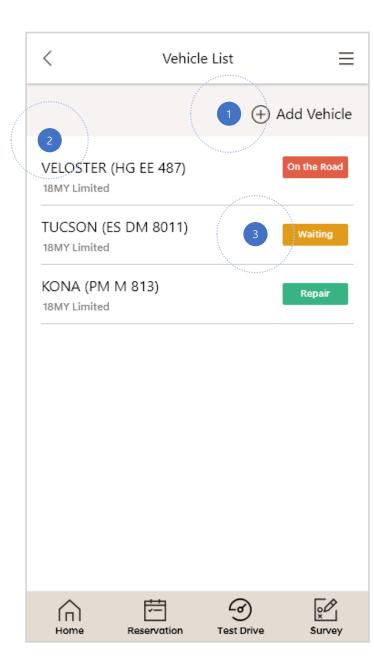
- 01 Record of test drives with incomplete survey
  - Customer name, test vehicle & driving time
  - \* Only shown when the survey is skipped after test drive. Complete ones not shown.
- O2 Conduct CS survey
  - \* Screen changes to survey sheet.
- O3 CS Survey questionnaires
  - \* Questionnaires can be customized in BOS(Back Office System).
- 04 Rate on the scales
- 05 Cancel/ Save
  - \* Once saved, the record disappears on the CS Survey list. Statistics can be checked in BOS.

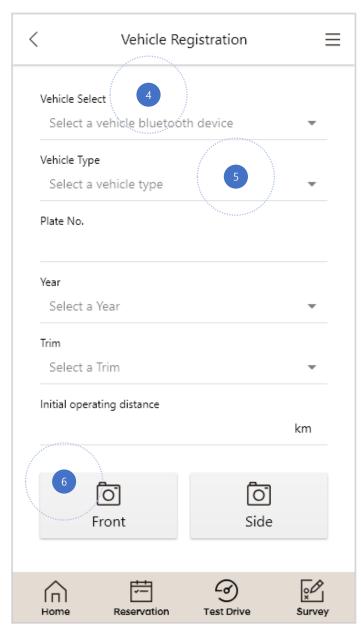




### **Vehicle Health Check**

- 01 Test vehicle select
  - \* If previous VHC record exists, it appears on the vehicle image below.
- 02 VHC condition
  - \* Touch the problematic parts.
- 03 Upload photos
  - Picture the problematic parts and upload.
  - \* It will be reported to the manager.
- 04 Comments for the problematic parts.
- 05 Cancel/ Save
- 06 VHC History





## **Vehicle List (Registration)**

- 01 Add vehicle
  - Register new test vehicle.
- 02 Registered vehicle information
- 03 Vehicle status icons

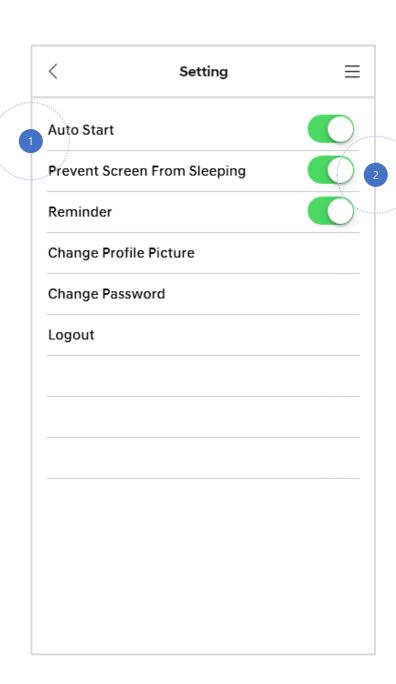
on the Road : Vehicles currently being drive

: Available vehicles waiting

Repair : Unavailable vehicles under repairs

O4 After Bluetooth paring the vehicle to be registered and the mobile device, select the vehicle on the paring list.

- \* For your better convenience, change the vehicle's Bluetooth name to its Plate No. in advance.
- 05 Input Vehicle Type, Plate No, Year, Trim and Initial Operating Distance.
- 06 Picture the front and side of the vehicle and upload.
  - \* Clearly picture so that number plate and decal of the vehicle are distinguishable.



## **Setting**

#### 01 Setting items

- Auto Start: Auto start driving mode when the vehicle is Bluetooth pared.
- Prevent Screen From Sleeping: Prevent the device screen from turning off
- Reminder: Reminding notification for reservation
- Change Profile Picture
- Change Password
- Logout : Logout from the app

#### 02 Switch

- Activation / deactivation of each function

## Reminder Test Drive appointment is approaching ⇔ VELOSTER (HG EE 487) Hanan (010-1234-5678) O3/09/2018 08:00AM - 09:00AM Test Drive appointment is approaching ☐ TUCSON (ES DM 8011) 3 Safa (010-1111-2222) O3/09/2018 10:00AM - 11:00AM Test Drive appointment is approaching ⇔ VELOSTER (HG EE 487) LEE GUHA (010-1234-2222) © 03/09/2018 11:30AM - 12:30PM

## Reminder

- 01 Reminder
  - Reservation Information

    - Customer (Phone No.)
    - Reservation time

<sup>\*</sup> Only the reservations of today are displayed.