

GETTING STARTED GUIDE

To get started, access the service quoting system from your landing page or start screen.

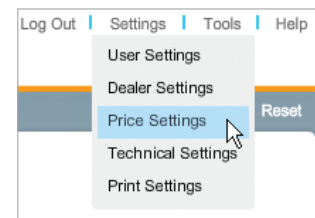


Set up the service quoting system

To ensure the service quoting system delivers maximum benefits to your dealership you will need to configure your settings, such as pricing for labour, sundries and parts.

Click **Settings** to access the five main categories:

- **User Settings:** Adjust settings such as language, date and time.
- **Dealer Settings:** Add dealer details, such as address, email and employee records. The dealer details will be displayed automatically on quotes, repair orders and invoices.
- **Price Settings:** Enter pricing information for labour, sundries and parts. Create upsell recommendations to prompt the sale of a range of operations at the time of quoting.
- **Technical Settings:** Configure your DMS settings to export data to your DMS.
- **Print Settings:** Define print settings for quotes, repair orders and invoices.



To enable accurate and consistent quotes, configure the pricing before you start using the service quoting system. The key price settings are outlined below.

Labour Rates

Apply different labour rates to service, repairs or accessory fitment operations.

Add customised labour rates and set a default labour rate.

Sundry Rates

Add specific pricing for all sundries used in your dealership based on the labour rates that you have set up in the Labour Rates tab.

Apply an oil disposal calculation (ODC) or a no price warning (ExNPW) to a specific sundry.

Customise and add new sundries in the Fluids and Sundries tab.

Parts Pricing

Set up different parts pricing levels according to your current pricing structure.

Set up sales tax rates in the Tax tab.

Price Settings Close

Labour Rates

Fluids and Sundries

Sundry Rates

Parts Pricing

Sales Tax

Upsell Recommendations

Miscellaneous

Labour Rate Name	DMS Code	Price per hour	Taxable	Default
FLEET	0	£90.00		
INTERNAL	0	£100.00		
RETAIL	0	£150.00		

Add

Undo

Save

For more information on configuring your settings, refer to the Settings Guide.

1

Vehicle Selection

- A Identify a vehicle by VIN or registration number (if available), or
- B Identify a vehicle by model details using the drop-down lists or the graphic index.

Vehicle Selection | Operation Selection | Operation Details | Quoting & RO System | Life Time Service

1. Vehicle Selection Search Vehicle Details Reset

CARNIVAL, (11/2006 -) VQ 40

Series 4

- GBA72FC5F : BASE (08/2010 -) WAGON 5DR Automatic
- GBA72FC57 : BASE (08/2010 -) WAGON 5DR Manual
- GBA78A855 : BASE (11/2006 - 02/2009) WAGON 5DR Manual
- GBA78A85D : BASE (12/2006 - 02/2008) WAGON 5DR Automatic

Carnival (2006-)
 Carnival (2000-2005)
 Carnival (2006-)
 Ceed (2006-2009)

Ceed (2009-)
 Ceed SW (2007-2009)
 Ceed Wagon (2009-)
 Cerato (2004-)
 K2500/K2700 (2000-2006)

2

Operation Selection

- A Search by operation code, operation description, part number or warranty code, or
- B Select the operation using the drop-down lists or the graphic index.

Vehicle Selection | Operation Selection | Operation Details | Quoting & RO System | Life Time Service

1. Vehicle Selection Search Vehicle Details Reset

27349 - Carnival 5 Door Wagon Short(7) 2.2L1 TCI Diesel Automatic 1

2. Operation Selection Search Reset

Service 1

Section 2

Maintenance Service

Scheduled Service

Maintenance Service
 Scheduled Service

3

Operation Details

- (A) Change the labour rate and the price level of parts, if required.
View upsell recommendations and append the operation to the quote.
- (B) View details such as the operation code, operation description, parts, sundries and labour times.
- (C) View the total of the operation.

Vehicle Selection Operation Selection Operation Details Quoting & RO System Life Time Service							
1. Vehicle Selection		Search				Vehicle Details Reset	
27349 - Carnival 5 Door Wagon Short(7) 2.2L TCI Diesel Automatic						1	
2. Operation Selection		Search				Reset	
Carry out 120 months/200,000km service as per handbook.						12	
3. Operation Details		Labour	RETAIL	Parts	Retail ExTax	Print	Export Upsell Recommendations Append to Quote
Details		Qty	Unit Price	Discount	Tax	Total ExTax	Total Incl. Tax
S200M120 - Carry out 120 months/200,000km service as per handbo		1.70hr	RETAIL		10%	€255,00	€280,50
Warranty Code: N/A							
Parts			Retail ExTax			€76,37	€84,01
2151323001 - Gasket - Oil Plug		1.00	€0,49		10%	€0,49	€0,54
263202F000 - Service Kit - Oil Filter		1.00	€22,50		10%	€22,50	€24,75
281134D000 - Filter - Air Cleaner		1.00	€19,09		10%	€19,09	€21,00
971332F010 - Filter Assy - Pollen		1.00	€34,29		10%	€34,29	€37,72
Fluids and Sundries			Retail			€37,55	€41,31
BF - Brake Fluid		1.00	€22,00		10%	€22,00	€24,20
OD - Oil Disposal		1.00	€1,00		10%	€1,00	€1,10
RC1 - Radiator Coolant (50% Ratio)		5.35	€1,00		10%	€5,35	€5,89
SS - Shop Supplies		1.00	€1,00		10%	€1,00	€1,10
TUF - Top Up Fluids		1.00	€2,00		10%	€2,00	€2,20
MO29 - Engine Oil (ACEA C3)		6.20	€1,00		10%	€6,20	€6,82
Totals						€368,92	€405,81

CVIS



Quoting and Repair Order (RO) System

- Enter the customer and vehicle information and view the quote total.
Hide or display the customer and vehicle information panel.
- Save and retrieve a quote, or insert additional lines into the quote.
Print, email or export the quote.
- Click an item to edit the quantity, price or tax percentage.
Click the plus and minus buttons to expand or collapse the display.

Vehicle Selection | Operation Selection | Operation Details | **Quoting & RO System** | Life Time Service

Quoting & RO System

Company Name: Quote No.: 001 Time (hrs): 1.70

Customer Name: Infomedia Expires in (days): 31 14/01/2011

Reg No.: Quote Status: **Quotation**

VIN: Service Advisor: **Select**

Odometer Reading: 0 Technician Name: **Select**

Quote Totals

	Discount	Total
Labour		€255.00
Parts		€76.37
Fluids and Sundries		€37.55
Other		€0.00
Total		€368.92
Discount		€0.00
Tax		€36.89
Total including Tax		€405.81

Insert Line Load Save Close Print E-mail Export

Details	Qty	Unit Price	Discount	Tax	Total ExTax	Total Incl. Tax
S200M120 - Carry out 120 months/200,000km service as per hanc	1.70hr	RETAIL		10%	€255.00	€280.50
Warranty Code: N/A						
Parts		Retail ExTax			€76.37	€84.01
2151323001 - Gasket - Oil Plug	1.00	€0.49	10%		€0.49	€0.54
263202F000 - Service Kit - Oil Filter	1.00	€22.50	10%		€22.50	€24.75
281134D000 - Filter - Air Cleaner	1.00	€19.09	10%		€19.09	€21.00
971332F010 - Filter Assy - Pollen	1.00	€34.29	10%		€34.29	€37.72
Fluids and Sundries		Retail			€37.55	€41.31
BF - Brake Fluid	1.00	€22.00	10%		€22.00	€24.20
OD - Oil Disposal	1.00	€1.00	10%		€1.00	€1.10
RC1 - Radiator Coolant (50% Ratio)	5.35	€1.00	10%		€5.35	€5.89
SS - Shop Supplies	1.00	€1.00	10%		€1.00	€1.10
Totals					€368.92	€405.81



Life Time Service

- View and select the required services for your life time schedule.
- Change the labour rate and the price level of parts, if required.
- View the grand total including parts, sundries and labour.

Vehicle Selection | Operation Selection | Operation Details | **Quoting & RO System** | Life Time Service

Vehicle Selection: 27349 - Carnival 5 Door Wagon Short(7) 2.2L1 TCI Diesel Automatic

Life Time Service Schedule

Description	S20M12	S40M24	S60M36	S80M48	S100M60	S120M72	S140M84	S1
Time (hrs)	1	1.5	1.1	1.7	1	1.7	1	
Labour	€150.00	€225.00	€165.00	€255.00	€150.00	€255.00	€150.00	
Inspections								
2151323001 - Gasket - Oil Plug	€57.28	€76.37	€101.16	€76.37	€57.28	€120.25	€57.28	
263202F000 - Service Kit - Oil Filter	€0.49	€0.49	€0.49	€0.49	€0.49	€0.49	€0.49	
971332F010 - Filter Assy - Pollen	€22.50	€22.50	€22.50	€22.50	€22.50	€22.50	€22.50	
281134D000 - Filter - Air Cleaner	€34.29	€34.29	€34.29	€34.29	€34.29	€34.29	€34.29	
319224H000 - Fuel Filter Cartridge		€19.09		€19.09		€19.09		
Fluids and Shop Supplies	€10.20	€32.20	€10.20	€32.20	€10.20	€32.20	€10.20	
OD - Oil Disposal	€1.00	€1.00	€1.00	€1.00	€1.00	€1.00	€1.00	
SS - Shop Supplies	€1.00	€1.00	€1.00	€1.00	€1.00	€1.00	€1.00	
TUF - Top Up Fluids	€2.00	€2.00	€2.00	€2.00	€2.00	€2.00	€2.00	
MO29 - Engine Oil (ACEA C3)	€6.20	€6.20	€6.20	€6.20	€6.20	€6.20	€6.20	
BF - Brake Fluid		€22.00		€22.00		€22.00		
RC1 - Radiator Coolant (50% Ratio)								
Total	€217.48	€333.57	€276.36	€363.57	€217.48	€407.45	€217.48	
Tax	€21.75	€33.36	€27.64	€36.36	€21.75	€40.75	€21.75	
Grand Total	€239.23	€366.93	€304.00	€399.93	€239.23	€448.20	€239.23	

Labour: RETAIL

Parts: RETAIL ExTax

Service Operations: 7 / 12

Labour: 1,350.00

Parts: 545.99

Fluids and Sundries: 137.40

Tax: 203.34

Grand Total: 2,236.73

If you need assistance or have any questions, please contact Customer Service.