



# AudaLite

## Quick Start Guide

Version 0.2



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## Getting Started

**Before you get started with the application you will need to set up your price lists using the AudaLite Administrators Tool:**

**AudaLiteAdministration**

### Download and Log On to the Application

Install AudaLite on your iPad from the AppStore.  
Launch the application using the icon shown below.



**Enter your AudaLite credentials:**

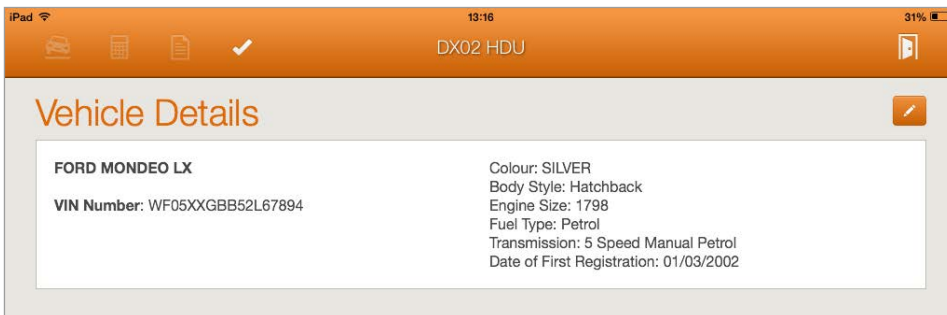
- COMPANY CODE
- USERNAME
- PASSWORD

## Enter Vehicle Details

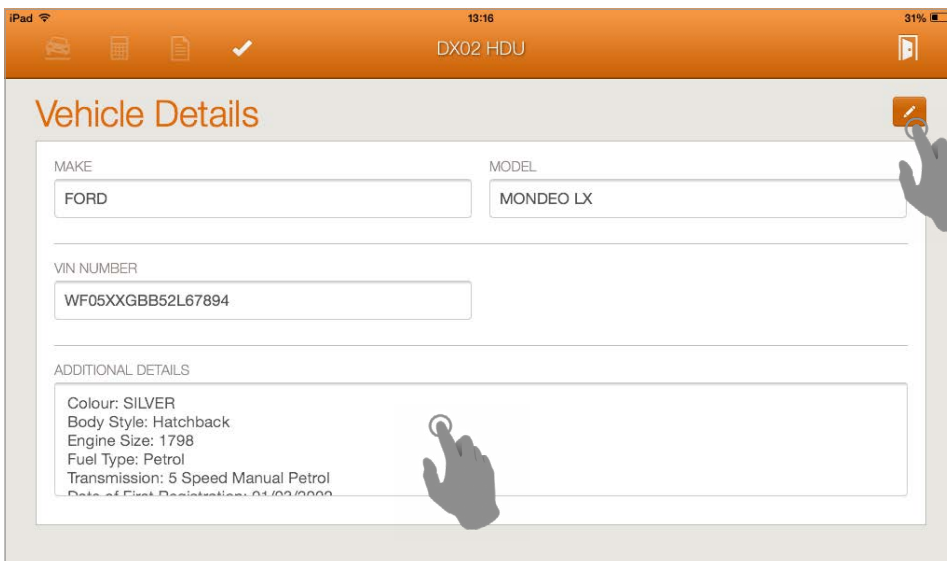
Enter the full vehicle registration. Press create new estimate.



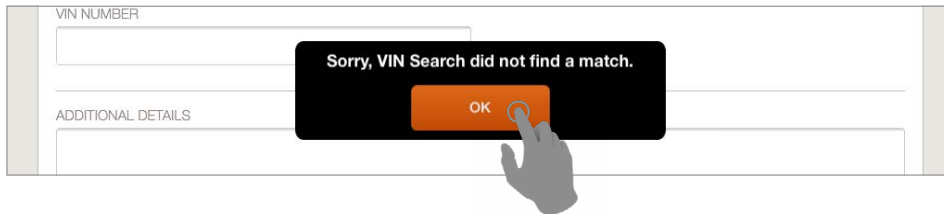
If vehicle details are available they will automatically populate.



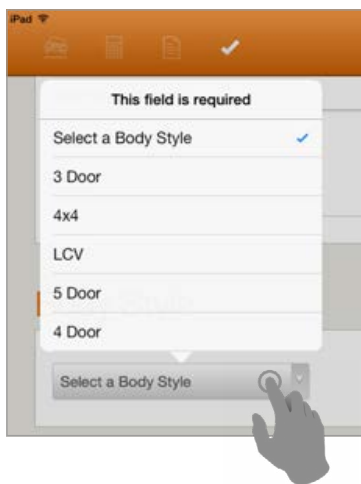
Details can be edited as required using the edit icon and pressing in the relevant box.



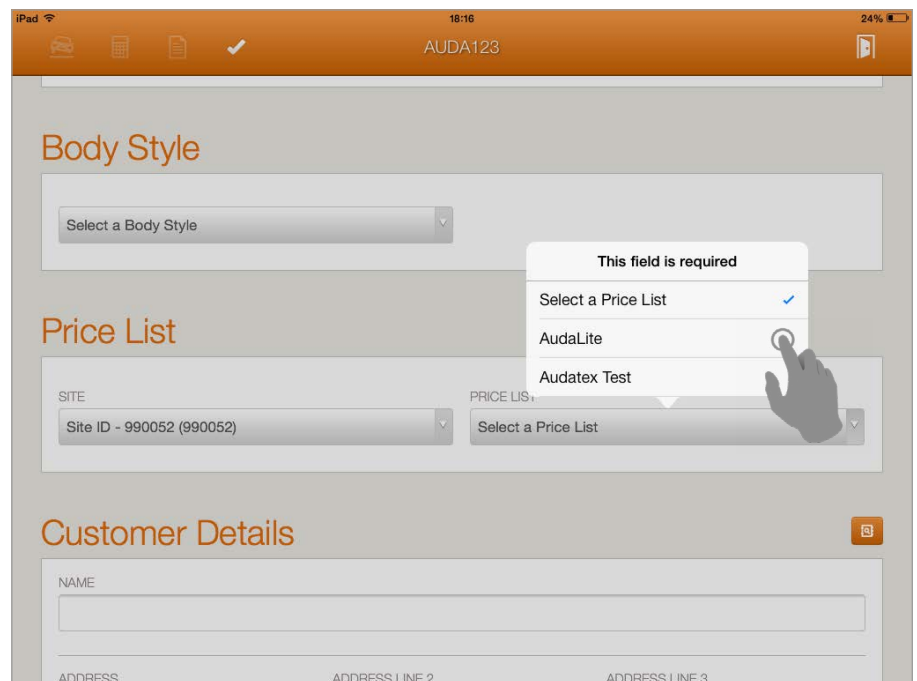
If no vehicle details are returned they can be entered manually.  
Press OK then press on the relevant field.



Select a Body Style.

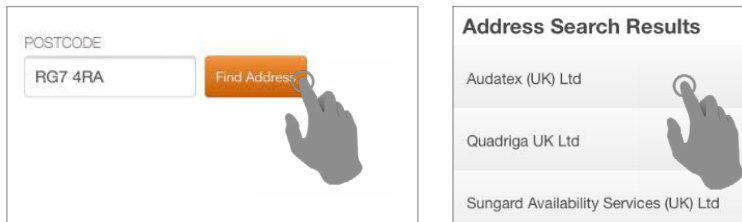


Select Site & Price List.



## Customer Details

Enter customer name. Enter postcode, press find address, select address.



Save customer address into address book – you may wish to do this if the customer is likely to become a regular customer to save time entering address details in the future.

**Customer Details**

NAME  
Mr D White

ADDRESS  
Audatex (UK) Ltd

ADDRESS LINE 2  
The Forum

ADDRESS LINE 3  
Forum

ADDRESS LINE 4  
Station Road

ADDRESS LINE 5  
Theale

POSTCODE  
RG7 4RA

HOME NUMBER  
0123456789

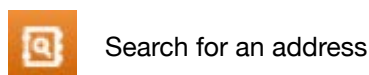
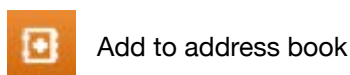
MOBILE NUMBER

BUSINESS PHONE

EMAIL ADDRESS  
white@email.com

Find Address

Clear Add to address book Make Default



**Customer Notes**

You can include notes relevant to the customer – these can be entered at any time and will be available on the customer report. Press in the box and start typing.

## Capture Damage

Go to the car icon to open the vehicle graphic based on the body style you have selected.



Select a panel.



Choose an operation.



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## Apply a panel discount

This could be used for light damage / small panels, heavy damage / large panels.



Estimate AUDA00010

### Breakdown of Work

| PANEL           | WORK PERFORMED       | PRICE   |
|-----------------|----------------------|---------|
| Bonnet          | Paint - Smart Repair | £82.50  |
| Left Front Door | Blend                | £378.00 |
| Roof            | Paint - Smart Repair | £0.00   |

Discounts applied will be labelled "smart repair" on the customer report.

Increases will not be indicated on the report – see the cost for the left front door blend as an example.



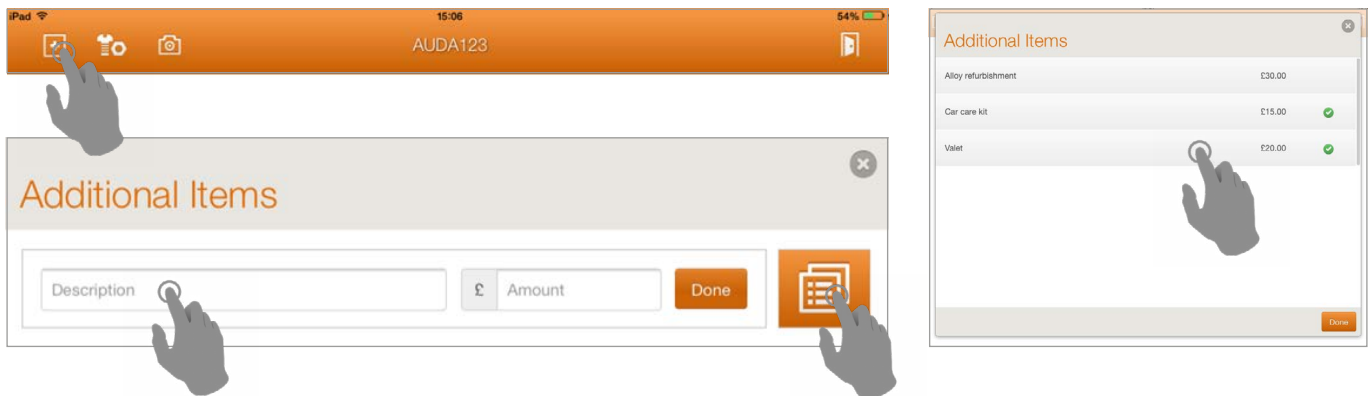
## Add a part

If required, press on field to start typing part description and price.



## Add an additional item

If required, either press on menu to bring up a list of items to choose from (set in AudaLite Administration for your price list), or press in the description and price field to add an individual item(s).



# AudaLite Quick Start Guide

## Capture an image



Take a new image or select from gallery.



Take a new image...



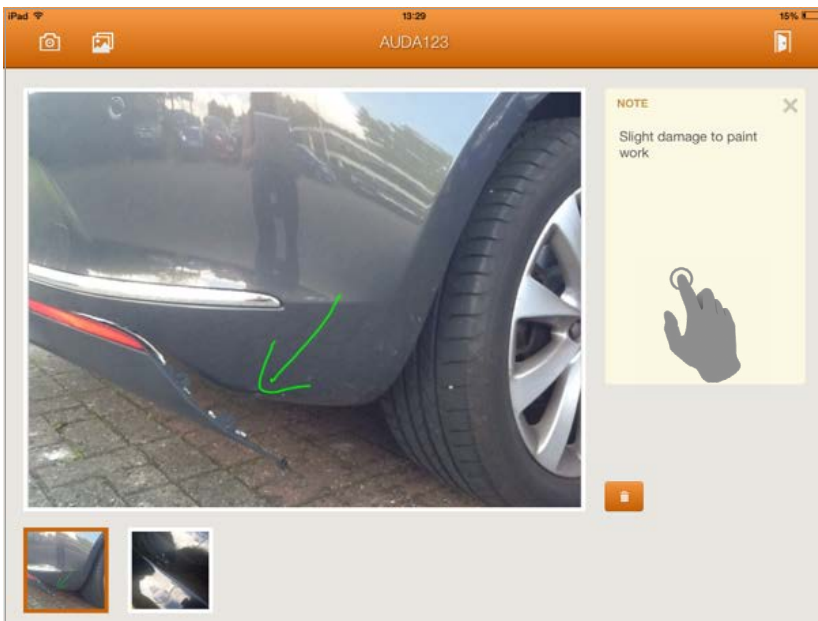
...or select from gallery.




## Annotate Image



Use finger swipes anywhere to annotate image.



Add Note to Image.

 Exit Damage Capture

## Calculate



# View Estimate Report



Estimate AUDA00118

### Panel Details

| PANEL        | WORK PERFORMED | PRICE  |
|--------------|----------------|--------|
| Bonnet       | Paint          | £50.99 |
| Front Bumper | Paint          | £50.99 |

### Parts

| DESCRIPTION | WORK PERFORMED | PRICE  |
|-------------|----------------|--------|
| Badge       | Renew          | £10.00 |

### Additional Items

| ITEM  | PRICE  |
|-------|--------|
| Valet | £20.00 |

### Cost Summary

|                          |        |                                     |
|--------------------------|--------|-------------------------------------|
| Grand Total excl. VAT: £ | 151.98 | <input checked="" type="checkbox"/> |
| VAT @20.00%: £           | 30.40  |                                     |
| Grand Total incl. VAT: £ | 182.38 |                                     |

### Images

## Apply Overall Discount

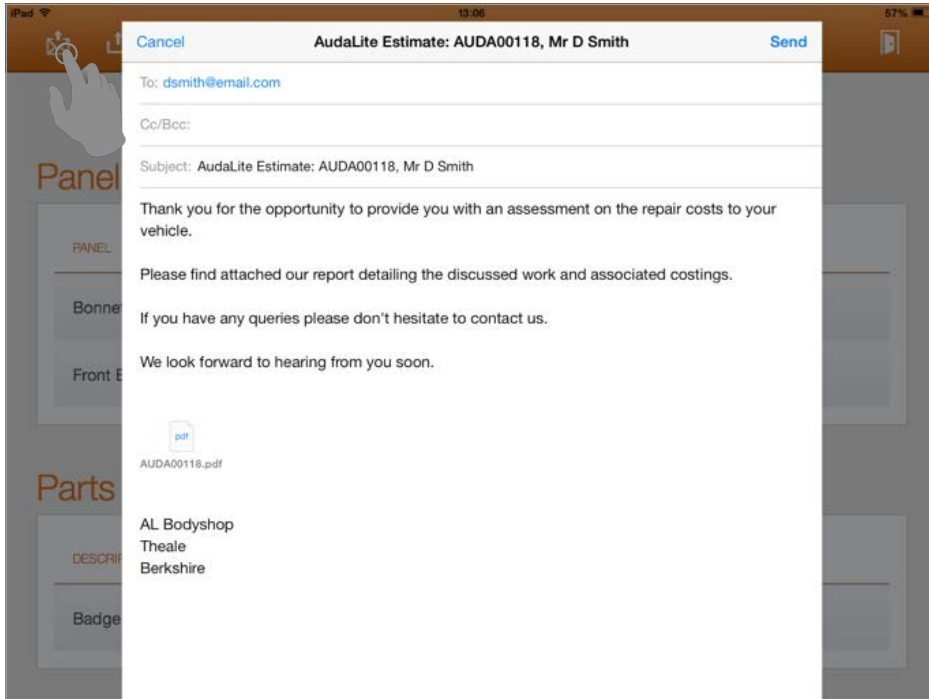
### Apply Discount

|                          |        |                                     |
|--------------------------|--------|-------------------------------------|
| Grand Total excl. VAT: £ | 310.99 | <input checked="" type="checkbox"/> |
| VAT @20.00%: £           | 62.20  |                                     |
| Grand Total incl. VAT: £ | 373.19 |                                     |

### Manual Adjustment

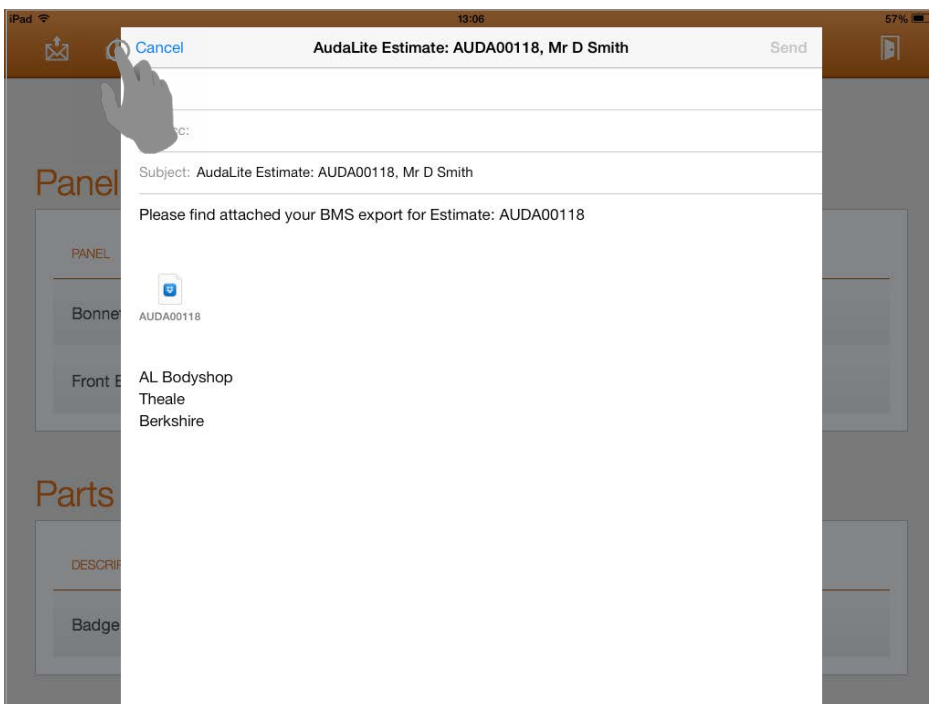
Enter the value to manually adjust the Grand Total exc VAT.  
To discount use a minus sign eg: -20.

## Create customer PDF report



## Create an export file (AXFORMAT)

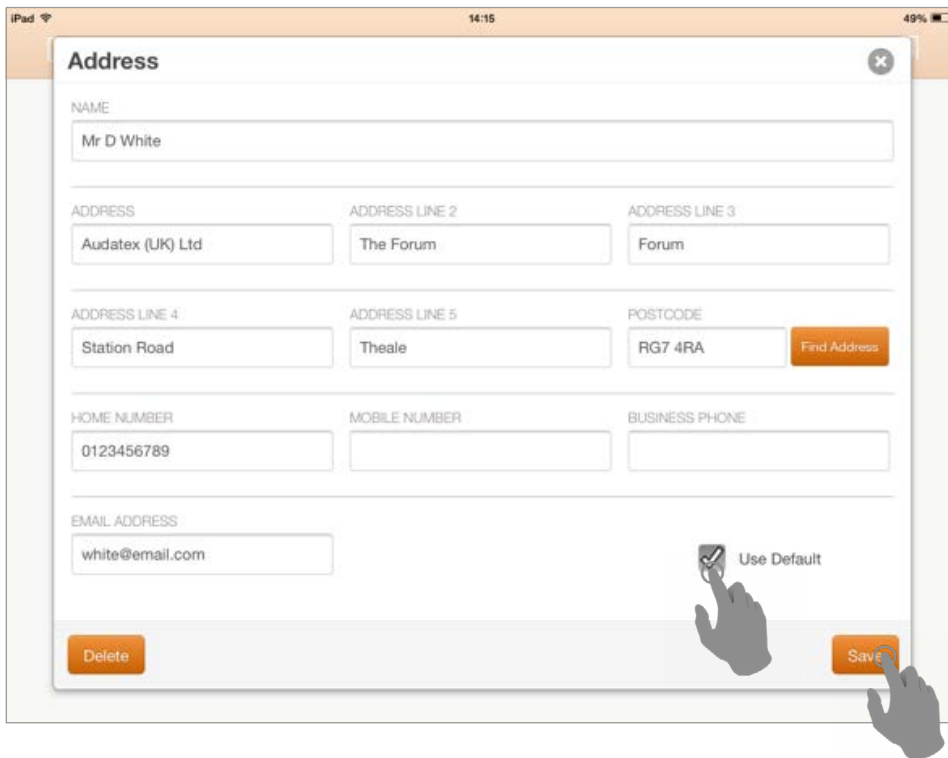
This can be used to import into a body shop management system.



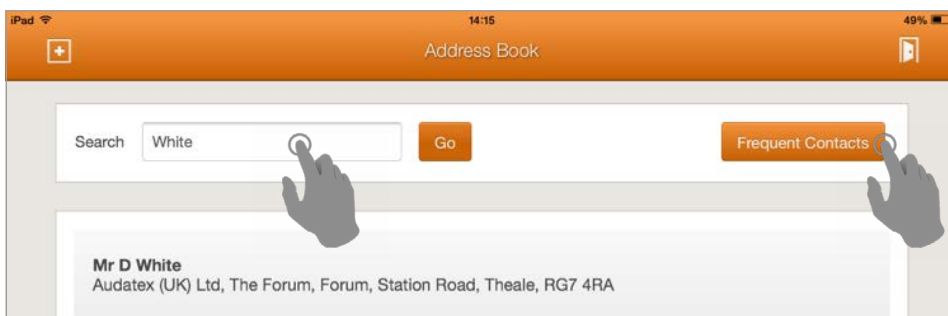
# AudaLite Address Book



## Add to Address Book



(Save and make default if required)



Search for an address or view your most frequent contacts

For any further assistance please contact  
the Audatex Service Desk on 0118 923 5666

[www.audatex.co.uk](http://www.audatex.co.uk)

