



Pre-Delivery Installation (PDI) Instruction Manual

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Introduction

The Pre-Delivery Installation application utilizes web-based technology, accessible through the Internet, via the Hyster USA Website. This system provides the users, i.e. sales coordinators, service and warranty personnel, with the ability to create truck installation documents and reports, based on information which exists in the Hyster system. It is easy to access and makes the truck installation process easier at the dealer level, while creating more legible documents.

The PDI Process: *(*Note: A PDI is also known as a Signature Sheet, a Delivery Report, an Installation Sheet or a Pre Delivery Sheet). The Installation process has not changed, but the method of entering an installation has changed.*

- Enter Installation Information on the PDI Server.
- Print Three Copies of the PDI Form.
- Deliver the Truck and Obtain the Customer's Signature on the PDI Form.
- Complete the Installation by entering the actual Installation Date on the PDI System.
- Send a copy of the Signed PDI Form to Hyster.

*(*Note: A copy of the Installation (PDI) form must be sent to Hyster before Warranty Claims against the truck will be processed for payment.*

Security Access

1. Go to the Hyster USA home page (displayed below) and Select Dealer Logon to Logon to the Digital Dealer.



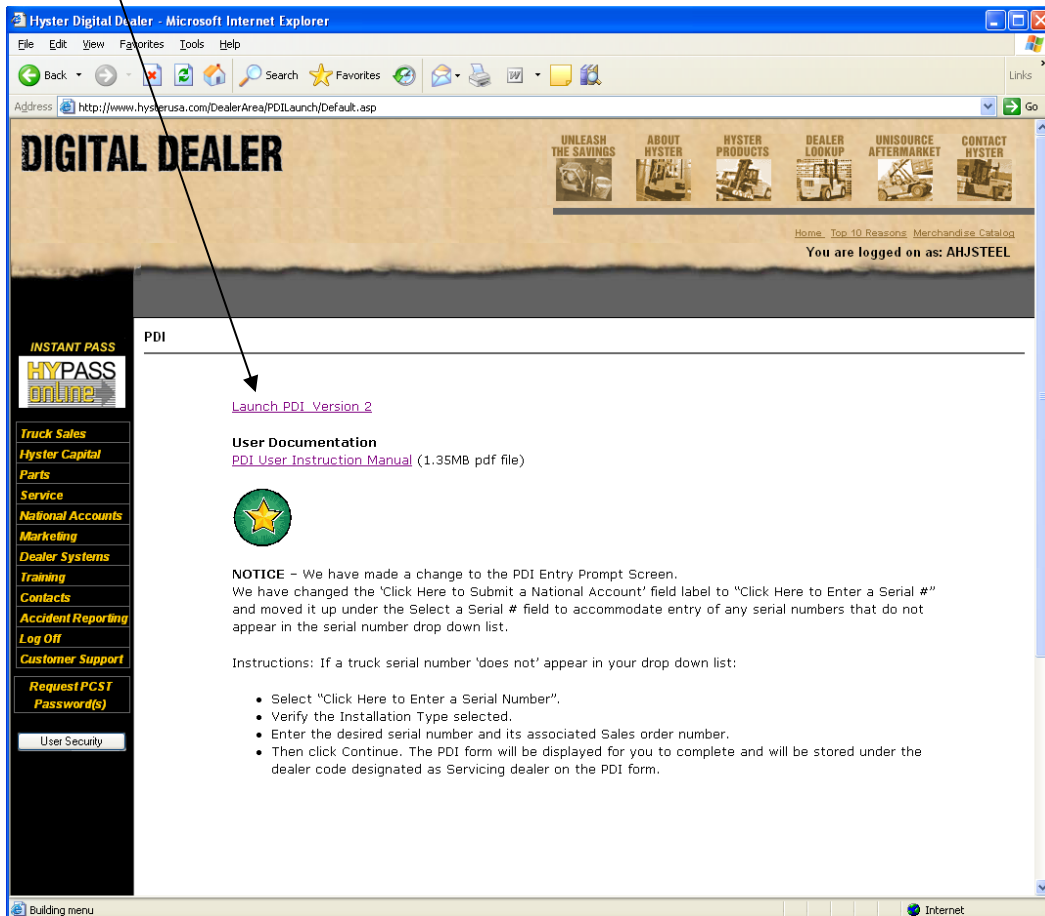
Select Truck Sales or Service from the Menu on the left . Then select **“Report Truck Installations”** located on the dropdown list



Note: Local PC security tools such as “Pop-up blockers” may prevent access to the menu. Please allow access to: [“http://www.hysterusa.com/”](http://www.hysterusa.com/) to avoid future problems. (To allow popup blockers on this site, While logged on to Hyster USA, From the Menu across the top of the screen, Click on Tools, Popup Blocker/Settings. Copy the Hyster USA URL into the Address of Web Site to Allow field. Then select Add. Then Close.)

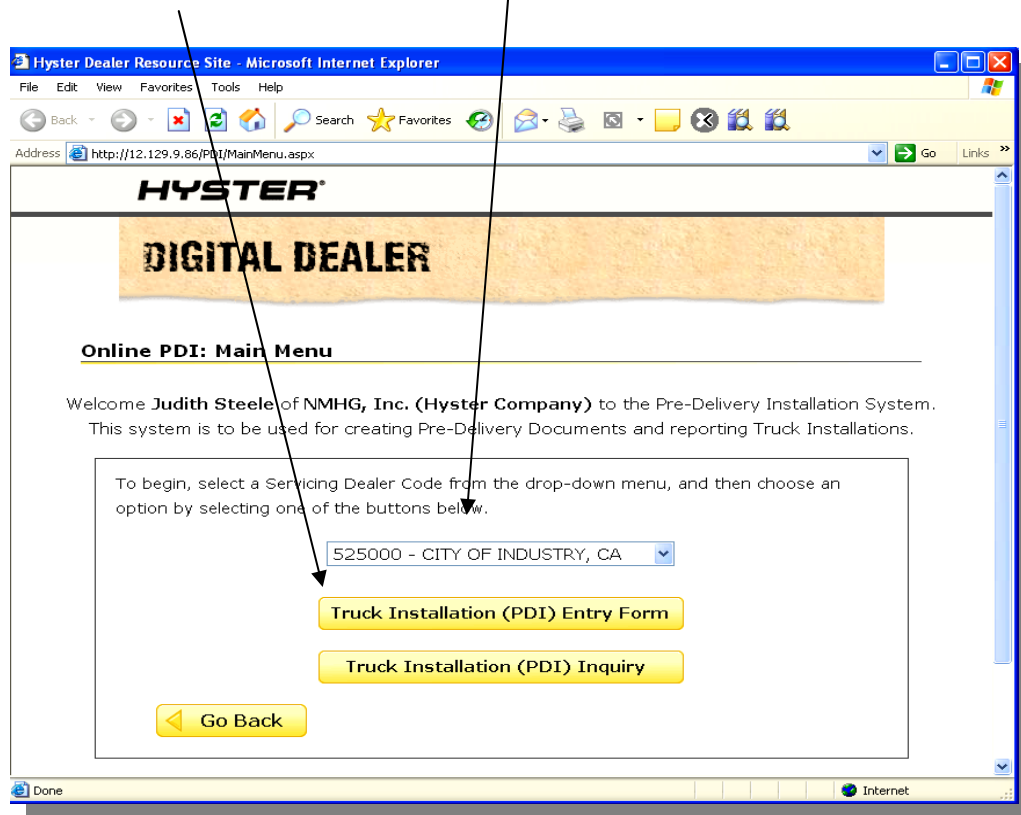
Launch Page

After selecting “Report Truck Installations”, the system will display the following page. Click on the “Launch PDI” link:



Entering a Truck Installation

From the PDI Main Menu, select the **Servicing Dealer Code** from the dropdown box, which represents the dealer location responsible for the customer service of the truck being installed, and then click on **“Truck Installation Entry Form”** button:



Note: If you do not see the correct servicing dealer code in the dropdown list, please contact your D3 system administrator to have the required dealer code added to your profile.

The system returns with the PDI Entry Prompt, where you should **“Select the Installation Type”** (Customer, Rental, Stock, Demo, or Pre-Owned) from the dropdown list.

Then, populate the **“Serial #”** field by either entering a truck serial # if the “Select a Serial #” field is blank or use the dropdown list to view all of your dealerships uninstalled trucks, and then click on the **“Continue”** button.

Hyster Dealer Resource Site - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address http://12.129.9.86/PDI/EntryPrompt.aspx

HYSTER

DIGITAL DEALER

Online PDI: Entry Prompt

MARKETING GROUP 011 | JOHNSON LIFT - HYSTER | SERVICING DEALER CODE: 525000 | CITY OF INDUSTRY, CA

First, select an installation type. Next enter a truck serial number or select one from the drop-down list. Then click the "Continue" button to proceed.

Select Installation Type: S - STOCK

Select a Serial #: A230N04144C

(Click Here to Enter a Serial #)

Go Back Continue

Please Note: If the Serial Nbr you wish to submit an installation for is not in the serial # drop down list, please click on the **“Click Here to Enter a Serial #”** link and enter the serial number and sales order information. Then click Continue.

HYSTER

DIGITAL DEALER

Online PDI: Entry Prompt

DEEP SOUTH EQUIPMENT CO. | SERVICING DEALER CODE: 253000 | NEW ORLEANS, LA

First, select an installation type. Next enter a truck serial number and sales order number. Then click the "Continue" button to proceed.

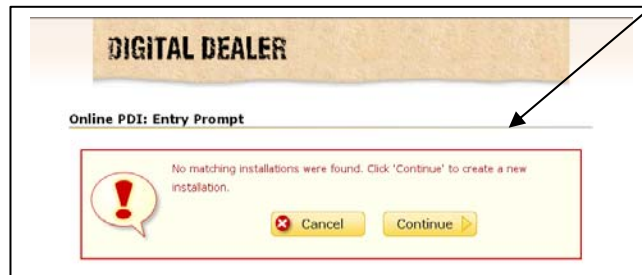
Select Installation Type: C - CUSTOMER

Enter a Serial #: (Click Here to Select a Serial #)

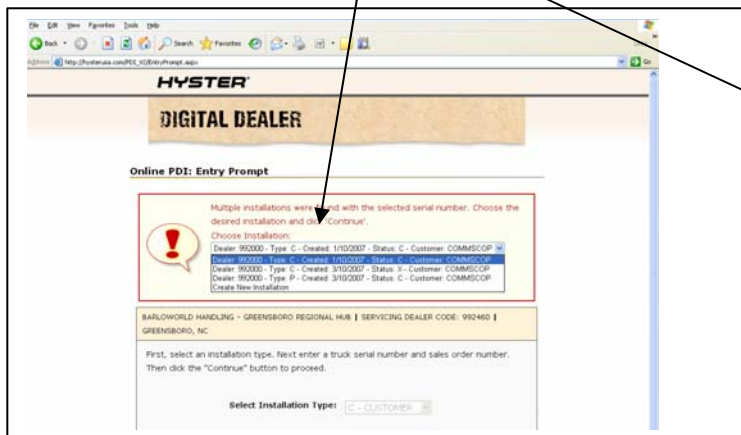
Enter a Sales Order #:

Go Back Continue

The system searches for existing installations for that Serial # on the server. If no errors are encountered and no existing installations are found, this message Displays. Click Continue to create an installation.



If the system finds existing installations for the entered Serial #, a message will display giving the user a dropdown for selection of any existing installations. The dropdown displays the Dealer Code of the location creating the PDI, the Type, Creation Date, Current Status and Customer. If the user does not want any of the existing selections and wants to create a 'new' PDI, the last selection in the dropdown is "Create New Installation" which allows creation of a new PDI document. After the selection from the drop down, Select Continue to view the document.



The system will display the following information; you should validate the displayed data. Modify and enter new data as needed to complete the PDI document. Remember, any field name followed by an asterisk (*) is required.

Validate displayed data. Modify and enter new data as needed to complete the PDI document.
Print 3 copies of the PDI for the Factory, Dealer, and Customer.

Customer Information

Customer Name:* NA:
[\[Click Here to Enter a Customer Name\]](#)

Customer Address:*

City:* State/Province:* Zip/Postal:*

SIC Code:* County Code:*
[\[Click Here to Enter a SIC Code\]](#) [\[Click Here to Enter a County Code\]](#)

Customer Contact

First Name: Last Name:

SHOE REPAIR SHOPS [7251]
 SHOE STORES [5661]
 SHORT TERM BUSI CREDIT IN [6153]
 SHORT,MARG,EDB OIL NEC [2079]
 SIGNS AND ADVERT DISPLAYS [3993]
 SILVER ORES [1044]
 SILVERWARE PLATED WARE [3914]
 SKILLED NURSING CARE FACI [8051]
 SMALL ARMS [3484]
 SMALL ARMS AMMUNITION [3482]
 SOAP AND OTHER DETERGENTS [284]
 SOCIAL SERVICES [8399]
 SOFTWOOD VENEER AND PLYWO [24]
 SOIL PREP SERVICES [0711]
 SOYBEAN OIL MILLS [2075]
 SOYBEANS [0116]
 SPEC DIES AND TOOLS [3544]
 SPEC OUTPT FACILTS,NEC [8093]
 SPEC TRDE CONTRACT NEC [1799]
 SPECIAL INDUSTRY MACHINRY [3555]
 SPECIAL PROD SAWMILLS NEC [242]
 SPECIAL WAREHOUSING, NEC [422]
 SPECIALTY CLEANING POLISH [2842]
 SPECIALTY HOSP EXCEPT PSY [8069]
 SPEED CHANGERS INDUSTRIAL [356]
 SPORTING AND ATHLETIC GDS [394]
 SPORTING AND REC CAMPS [7032]
 SPORTING GDS, BICY STORES [5941]
 SPORTING,RECREATNL GDS,SUP [505]
 SRIVE IN PICTURE THEATERS [7833]
 SELECT SIC CODE...

The customer information has been extracted from the truck order, please verify the accuracy of this information and make any necessary changes. Select an **SIC (Standard Industry Code) code** from the dropdown list, if one is not displayed and a **County Code**. (Note: if you know the actual codes, you can enter them by selecting the "Click Here to enter a SIC Code" or "Click Here to Enter a County Code" options.

Enter the **First and Last Name** of the Customer Contact, remembering to click the “**Save**” button to save your changes. (Pay special attention to the SIC Code and county code to make sure they are accurate for your customer.)

The screenshot shows a web browser window titled "Hyster Dealer Resource Site - Microsoft Internet Explorer". The address bar shows "http://12.129.9.86/PDI/Entry.aspx". The page content includes instructions to "Validate displayed data. Modify and enter new data as needed to complete the PDI document. Print 3 copies of the PDI for the Factory, Dealer, and Customer."

Customer Information

Customer Name:* NA:
[Click Here to Enter a Customer Name]

Customer Address:*

City:* State/Province:* Zip/Postal:*

SIC Code:* County Code:*
[Click Here to Enter a SIC Code] [Click Here to Enter a County Code]

Customer Contact

First Name: Last Name:

Go Back Save

Remember to also enter the hour meter, travel miles, and travel hours into the system.

Continue down the form, adding or modifying the information.
The Servicing dealer area is very important. Make sure it reflects the 'correct' servicing location for the truck. Review the install type one more time – it can be adjusted here if incorrect.

Truck Information Serial Number: B218N11455D	
Installation Type:*	C - CUSTOMER
Servicing Dealer Code:*	545000
Servicing Dealer Name:	LIFTECH EQUIPMENT COMPANIES, INC.
Location:	EAST SYRACUSE, NY

Add any specific carriage, fork or attachment information you need. If you need to add any dealer installed options or serialized components, Enter the first option in the field provided and then click "Add Another Option..." to enter additional option line items.

The screenshot shows the Hyster Dealer Resource Site in Microsoft Internet Explorer. The address bar shows <http://12.129.9.86/PDI/Entry.aspx>. The form is titled "Dealer Installed Options/Accessories" and "Dealer Installed Serialized Components". The "Dealer Installed Serialized Components" section has a table with columns: Type, Description, and Serial #. Below the table is a button labeled "[Add Another Component...]". The "Truck Configuration" section has a button labeled "[Expand]". The "Factory Installed Serialized Components" section has a button labeled "[Expand]". The "Select a PDI Form Type" section has two radio buttons: "Standard" and "1-8 Ton". At the bottom, there are four buttons: "Go Back", "Save", "Delete", and "Print PDI Forms". A callout box on the right side of the form shows a detailed view of the "Carriage Type" section, which includes fields for "Part Number", "Serial Number", and "Date Code". The "Forks" section also has similar fields. The "Attachment" section has fields for "Type", "Manufacturer", "Model", and "Serial Number". A "NEW!" starburst is in the bottom left corner.

Based on the Model Number of the truck, the appropriate form for the PDI submission will be selected. (Note: The 1-8 ton form will be selected for all Fortis units and the standard form will be selected for all other unit models.)

The screenshot shows a web browser window titled "Hyster Dealer Resource Site - Microsoft Internet Explorer". The address bar shows "http://12.129.9.86/PDI/Entry.aspx". The page content includes several sections:

- Dealer Installed Options/Accessories**: A form with "Option:" and "Description:" labels and input fields, followed by a "[Add Another Option...]" link.
- Dealer Installed Serialized Components**: A form with "Type:", "Description:", and "Serial #:" labels and input fields, followed by a "[Add Another Component...]" link.
- Truck Configuration - [Expand]**: A section header with a blue "Expand" link.
- Factory Installed Serialized Components - [Expand]**: A section header with a blue "Expand" link.
- Select a PDI Form Type**: A section with two radio buttons: "Standard" (selected) and "1-8 Ton".
- Buttons**: A row of four buttons: "Go Back", "Save", "Delete", and "Print PDI Forms".

An arrow points from the text below to the "Expand" link in the "Truck Configuration" section.

To view the truck configurations or Installed Components, click on the **"Expand link"**.
To collapse the options displayed, just click on the **"Collapse link"**.

Likewise, to view the Factory Installed Serialized Components, click on the second **"Expand link"**. To collapse the components displayed, just click on the **"Collapse link"**.

Printing a Truck Installation

To print the installation sheet, click on the “Print PDI Forms” button.

The screenshot shows a web browser window titled "Hyster Dealer Resource Site - Microsoft Internet Explorer". The address bar shows "http://12.129.9.86/PDI/Entry.aspx". The page content includes several sections:

- Dealer Installed Options/Accessories**: Contains fields for "Option:" and "Description:", and a link "[Add Another Option...]".
- Dealer Installed Serialized Components**: Contains fields for "Type:", "Description:", and "Serial #:", and a link "[Add Another Component...]".
- Truck Configuration**: A link "[Expand]".
- Factory Installed Serialized Components**: A link "[Expand]".
- Select a PDI Form Type**: Two radio buttons, "Standard" (selected) and "1-8 Ton".

At the bottom of the form are four buttons: "Go Back", "Save", "Delete", and "Print PDI Forms". An arrow points from the text "To print the installation sheet, click on the “Print PDI Forms” button." to the "Print PDI Forms" button.

Note: Only after you have printed the truck signature sheet will a “Continue” button be available which will allow you to complete /submit the installation.

The system display the PDI in an Adobe PDF format.

PRE-DELIVERY CHECK LIST

Mark box with "X" when item is checked and/or corrected per specification prior to delivery. Mark box with "O" when item does not apply.

I. FLUID LEVELS AND LUBRICATION

- ☐ ENGINE OIL
- ☐ COOLING SYSTEM FLUID
- ☐ BATTERY ACID
- ☐ BRAKE FLUID
- ☐ DIFFERENTIAL OIL
- ☐ TRANSMISSION OIL LEVEL
- ☐ HYDRAULIC SYSTEM OIL
- ☐ GENERAL LUBRICATION
- ☐ MAST LUBE PER P-SS #3
- ☐ LEAKS

II. ASSEMBLY AND ADJUSTMENTS

- ☐ TIRE INFLATION (COLD)
- ☐ HOSES ROUTED PROPERLY
- ☐ ELECTRICAL CONNECTIONS AND WIRE ROUTING
- ☐ AIR CLEANER HOSE CONNECTIONS
- ☐ HOOD LATCH ADJUSTMENT
- ☐ MAST MOUNTING HARDWARE
- ☐ WHEEL LUG & NUT STUD
- ☐ RETORQUE
- ☐ ATTACHMENT MOUNTING

III. EQUIPMENT

- ☐ TILT LIMITERS CORRECT
- ☐ UNIT MATCHES CUSTOMER SPECS
- ☐ OVERHEAD GUARD
- ☐ LOAD BACKREST EXTENSION
- ☐ OPERATOR RESTRAINT
- ☐ NAMEPLATE CORRECT
- ☐ WARNING LABELS
- ☐ U.L. LABEL
- ☐ MIRRORS

IV. OPERATIONAL AND FUNCTIONAL

- ☐ ENGINE OPERATIONS & R.P.M. (VOLT AND COVERED)
- ☐ HYDRAULIC SYSTEM (LOADED)
- ☐ INCHING
- ☐ DIRECTIONAL CONTROL
- ☐ BRAKES (SERVICE AND PARK)
- ☐ STEERING
- ☐ INDICATOR LIGHTS AND GAUGES
- ☐ HORN
- ☐ ATTACHMENT

CUSTOMER DELIVERY SERVICE CHECK LIST

Review Operating Manual and explain each item to the customer. Mark each box with an "X" when complete. Mark box with "O" when item does not apply.

- ☐ CAPACITY LIMITATIONS
- ☐ OPERATOR SAFETY RULES
- ☐ NAMEPLATE
- ☐ LOCATION AND USE OF INSTRUMENTS & CONTROLS
- ☐ OPERATOR PROCEDURES & TECHNIQUES
- ☐ OPERATOR RESTRAINT SYSTEM
- ☐ PERIODIC MAINTENANCE REQUIREMENTS
- ☐ OPERATION AND MAINTENANCE OF ATTACHMENT
- ☐ WARRANTY POLICY
- ☐ PARTS ORDERING PROCEDURES
- ☐ DEALER'S SUPPORT SERVICES
- ☐ PARTS BOOK DELIVERED
- ☐ OPERATING MANUAL DELIVERED
- ☐ KEYS DELIVERED
- ☐ BID PACKAGE (IF APPLICABLE)
- ☐ GUIDE FOR USERS OF INDUSTRIAL LIFT TRUCKS

DEALER: JOHNSON LIFT - HYSTER OUR CODE: 525000 OWNER: COBY ELECTRONICS CORP
 ADDRESS: PO BOX 50007 ADDRESS: 2805 E ANA ST
 CITY: CITY OF INDIANAPOLIS STATE: IN ZIP: 46201 CITY: RANCHO DOMINGUEZ STATE: CA ZIP: 90221

At the time of delivery, the Parts Manual, and Warranty Policy were explained and delivered. This machine has been received in satisfactory condition. We have received the Operating Manual and Instruction regarding the operation, maintenance, safety practices, and warranty policy in accordance with the Delivery Check List.

X _____ DATE _____ X _____ DATE _____
 DEALER REPRESENTATIVE'S SIGNATURE PRINTED AND WRITTEN CUSTOMER REPRESENTATIVE'S SIGNATURE

PRE-DELIVERY / DELIVERY REPORT

DATE DELIVERED: 1/2/2007 LEASE: ☐ SALE: ☒ RENTAL: ☐ DEMO: ☐ STOCK: ☐ HOUR METER: 1 SALES ORDER NO.: 094533 MODEL: W40Z UNIT SERIAL NUMBER: B218N11455D

UL CLASSIFICATION: _____ UNIT CONFIGURATION: _____ WARRANTY QUOTE NO.: _____

FACTORY INSTALLED COMPONENTS

OPTION	DESCRIPTION	TYPE	DESCRIPTION	SERIAL #
01001	BATTERY POWER PK-150R185AH/110V/80	C1	TRANSMISSION/MDU 1	0033140
02006	CONSTRUCTION: STANDARD	FG1	TRACTION CONTROLLER 1	301257306
02304	SNGL 2 S/D BRGS (3.25X4.5) POLY LD	J1	HYDRAULIC MOTOR	60888107
02027	27" FORK OVER ALL WIDTH			
03045	48" STANDARD TIP			
01101	BASIC MODEL W40Z			
05004	24 VOLT			
05001	BATTERY CONNECTOR-175 AMP X-TYPE, R			
06001	DR TIRE 5/8" VOLD-ON RUBBER			
06001	SDI - NO DISPLAY			
25001	CRIMP SPEED/TURTLT BUTTON			
40403	HYPASS ONLINE COOPERATIVE FEE			

CARRIAGE TYPE HOOK ☐ PIN ☒
 PART NO.: _____
 SERIAL NO.: _____
 DATE CODE: _____

FORKS HOOK ☐ PIN ☒
 PT. NO.: _____
 SERIAL NO.: _____
 DATE CODE: _____

ATTACHMENT
 TYPE: _____
 MFG: _____
 MODEL: _____
 SERIAL NO.: _____

DEALER INSTALLED OPTIONS OR ACCESSORIES

OPTION	DESCRIPTION

TYPE DESCRIPTION SERIAL #

PRE-DELIVERY CHECK LIST

All of the information entered,

- 1). Serial Number
- 2). Customer Address
- 3). Installation Type
- 4). Dealer Attachments
- 5). Component Serial Numbers

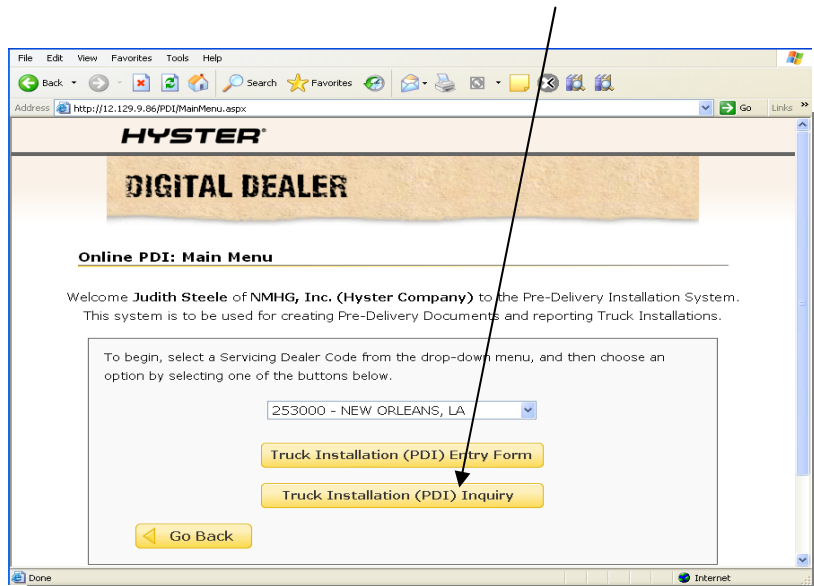
has been populated to this form.

At this point, you have successfully entered the data and displayed the desired installation form.

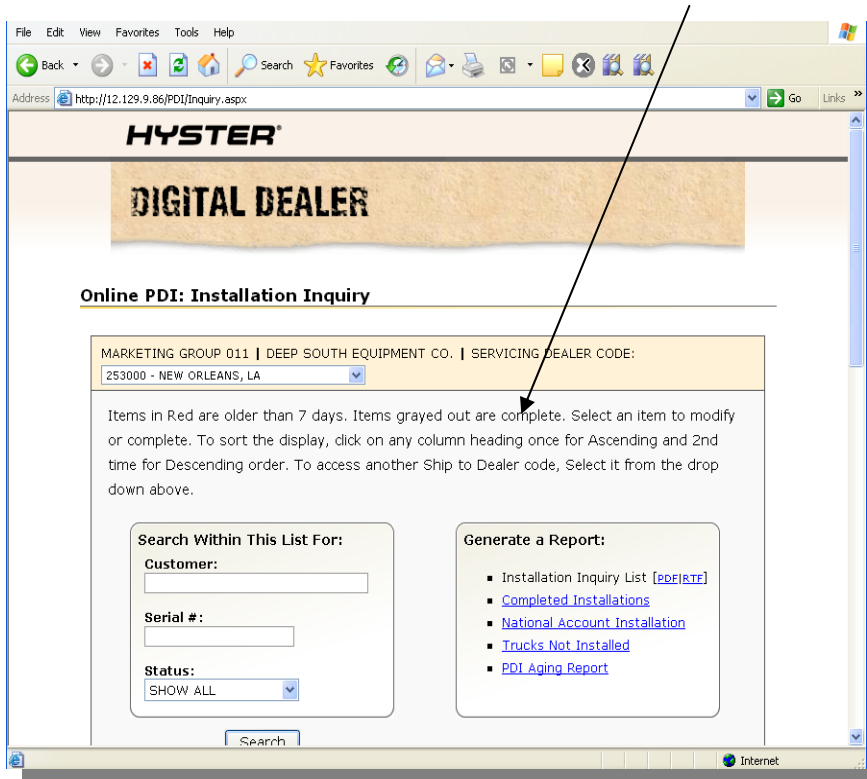
If the form is ok, click on **"Save a Copy"**  icon to save the PDF file to your PC or network drive or print the form using the **"printer icon"**. 

Completing a Truck Installation

From the PDI Main Menu, select the “Truck Installation Inquiry” button:



The system returns the following information; note the comment at the top of the webpage



“Items in Red are older than 7 days. Items grayed out are complete or locked due to an error condition.. Select an item to modify or complete. To sort the display, click on any column heading once for Ascending and 2nd time for Descending order. To access another Servicing Dealer code, select it from the drop down above. “

That comment refers to the lower portion of the webpage display:

Report Truck Installations - Microsoft Internet Explorer

Address: http://hysterusa.com/PDI_V2/Inquiry.aspx

Go Back

Show: [Show All](#) | 25 Per Page | [50 Per Page](#) << Previous | Page 1 of 7 | [Next >>](#)

Serial # ▲	Order #	Creation Date	Last Changed	Type	NA	Customer	Status	Booking	Sig Sheet	Error
A219N02926E	104915	6/15/2007	6/15/2007	C		CORNING INC.	C	Y	Y	
A231N02418E	103869	6/1/2007	6/1/2007	C		MAPLE VAIL BOOK MFG GROUP	C	Y	Y	
A231N02426E	103870	6/1/2007	6/1/2007	C		MAPLE VAIL BOOK MFG GROUP	C	Y	Y	
A233N02976C	066442	6/25/2007	6/25/2007	R		LIFTECH EQUIPMENT COS INC	C	Y	Y	
A265N01601E	102010	6/1/2007	6/1/2007	C		MAPLE VAIL BOOK MFG GROUP	C	Y	Y	
A265N01603E	102011	6/1/2007	6/1/2007	C		MAPLE VAIL BOOK MFG GROUP	C	Y	Y	
A265N01604E	102012	6/1/2007	6/1/2007	C		MAPLE VAIL BOOK MFG GROUP	C	Y	Y	

To sort the display, click on any **column heading** once for Ascending and 2nd time for Descending order.

If you place your mouse over any of the status or types or error codes displayed, a description of each will display:

Status Codes: I = Incomplete
P = Printed
X = Complete
C = Acknowledged

Types: C = Customer
R = Rental
S = Stock
D = Demo
P = PreOwned

Error Msgs: See Appendix A

Click on the truck **“Serial #”** that is to be completed:

Report Truck Installations - Microsoft Internet Explorer

Address: http://hysterusa.com/PDI_V2/Inquiry.aspx

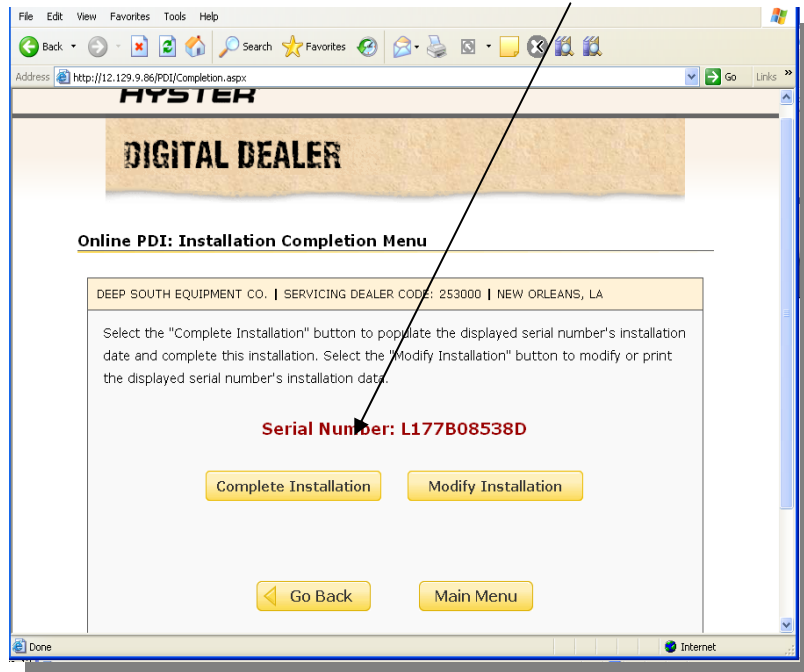
Go Back

Show: [Show All](#) | 25 Per Page | [50 Per Page](#) << Previous | Page 1 of 7 | [Next >>](#)

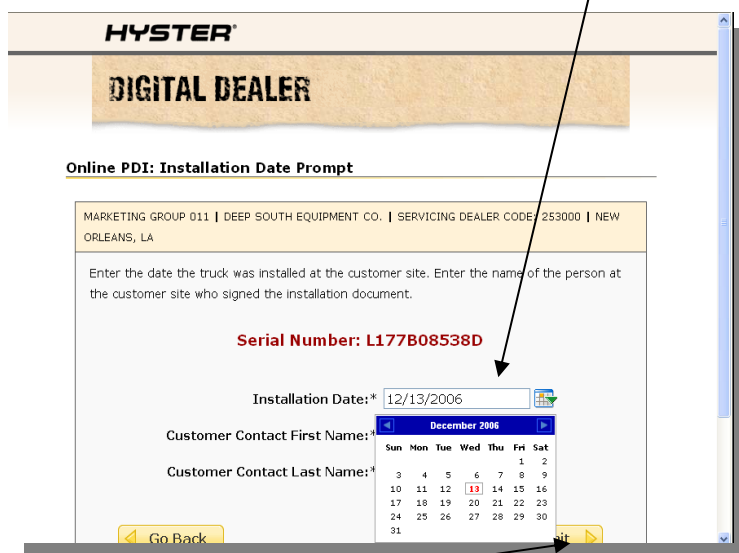
Serial # ▲	Order #	Creation Date	Last Changed	Type	NA	Customer	Status	Booking	Sig Sheet	Error
A219N02926E	104915	6/15/2007	6/15/2007	C		CORNING INC.	C	Y	Y	
A231N02418E	103869	6/1/2007	6/1/2007	C		MAPLE VAIL BOOK MFG GROUP	C	Y	Y	
A231N02426E	103870	6/1/2007	6/1/2007	C		MAPLE VAIL BOOK MFG GROUP	C	Y	Y	
A233N02976C	066442	6/25/2007	6/25/2007	R		LIFTECH EQUIPMENT COS INC	C	Y	Y	
A265N01601E	102010	6/1/2007	6/1/2007	C		MAPLE VAIL BOOK MFG GROUP	C	Y	Y	
A265N01603E	102011	6/1/2007	6/1/2007	C		MAPLE VAIL BOOK MFG GROUP	C	Y	Y	
A265N01604E	102012	6/1/2007	6/1/2007	C		MAPLE VAIL BOOK MFG GROUP	C	Y	Y	

Note: You can also delete a record (prior to submission to Hyster) by clicking on the **“Delete”** link.

From the Installation Completion Menu, select the “**Complete Installation**” button:

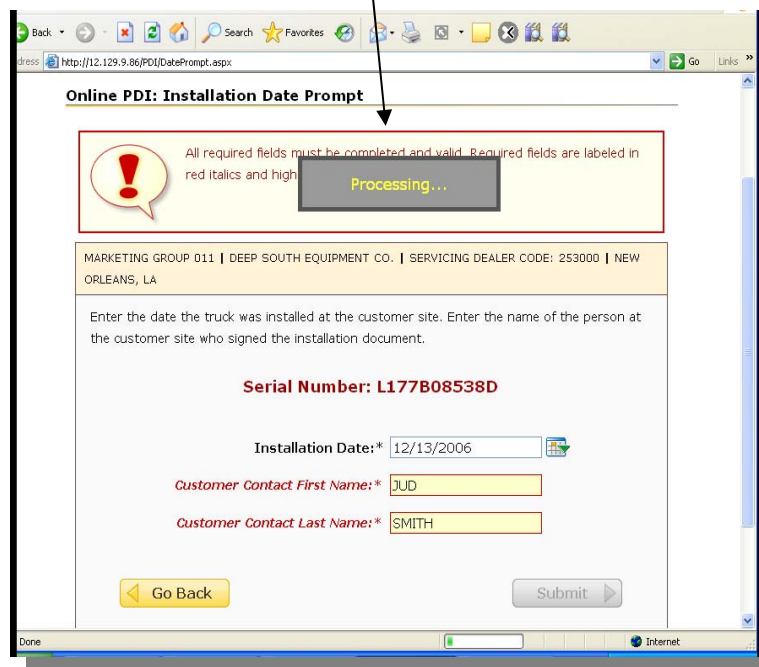


From the Installation Completion Menu, complete the “**Installation Date**” by clicking on the Calendar icon and selecting the date the truck was installed at the customer site. *Note: The installation date cannot be greater than today's (current) date.* Enter the **Customer Contact First** and **Last Name** if blank.



. Click the “**Submit**” button.

The system will display the following **"Processing"** message while the system validates the information entered on the Hyster warranty system:



The screenshot shows a web browser window titled "Online PDI: Installation Date Prompt". The address bar shows "http://12.129.9.86/PDI/DataPrompt.aspx". The page content includes a red warning icon and a "Processing..." message. Below this, it displays the following information: "MARKETING GROUP 011 | DEEP SOUTH EQUIPMENT CO. | SERVICING DEALER CODE: 253000 | NEW ORLEANS, LA". The instructions state: "Enter the date the truck was installed at the customer site. Enter the name of the person at the customer site who signed the installation document." The "Serial Number: L177B08538D" is displayed in red. The form fields are: "Installation Date:*" with the value "12/13/2006", "Customer Contact First Name:*" with the value "JUD", and "Customer Contact Last Name:*" with the value "SMITH". At the bottom, there are "Go Back" and "Submit" buttons.

This reminder message will appear once the submission is complete:



Click the **"OK"** button.

If an installation record already exists, then the PDI system will advise you that a pre-owned installation type must be submitted.

File Edit View Favorites Tools Help

Address <http://112.129.9.86/PDI/DatePrompt.aspx>

Online PDI: Installation Date Prompt

 This unit has an existing Customer, Rental or Preowned installation. Must be installed as Type PreOwned.
NWO Error Code: NWO0871

MARKETING GROUP 011 | DEEP SOUTH EQUIPMENT CO. | SERVICING DEALER CODE: 253000 | NEW ORLEANS, LA

Enter the date the truck was installed at the customer site. Enter the name of the person at the customer site who signed the installation document.

Serial Number: L177B08538D

Installation Date:*

Customer Contact First Name:*

Customer Contact Last Name:*

[Go Back](#) [Submit](#)

If no error conditions exist, the system will display a message indicating the installation has been successfully submitted to Hyster: (See Appendix A for possible error conditions.)

HYSTER

DIGITAL DEALER

Online PDI: Installation Submitted

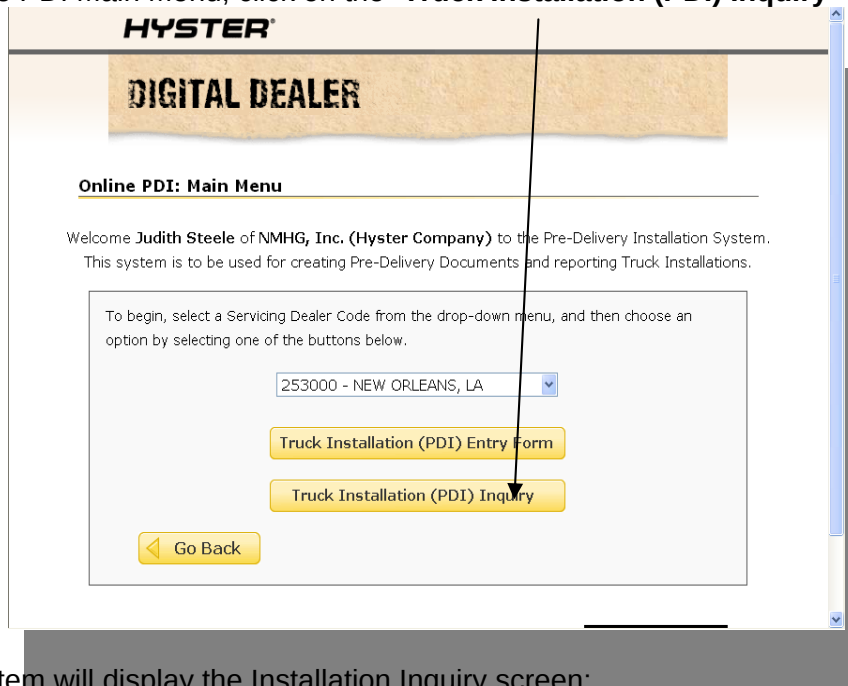
 **Note:** The installation has been successfully submitted to Hyster.

Please send the signed PDI documents to Hyster.
(Documents may be submitted via Email, Fax or US Mail.)

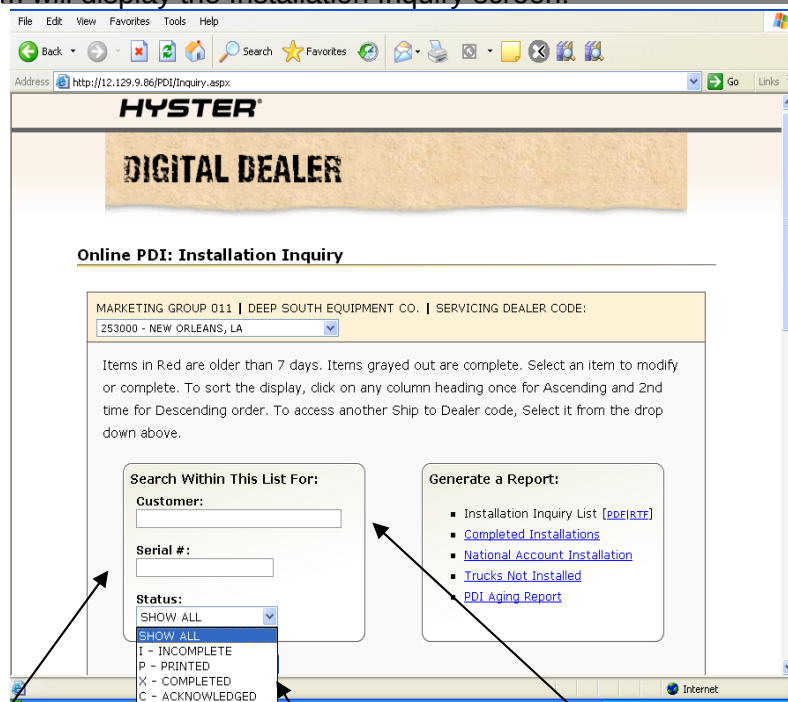
[Return to PDI Main Menu](#)

Installation Inquiries

From the PDI Main Menu, click on the “Truck Installation (PDI) Inquiry” button:



The system will display the Installation Inquiry screen:



Search options are available to reduce the number of records viewed and save time. You can search using the displayed search filters. For example, filter for a specific type of installation by selecting the desired type from the drop down. **or** a specific Customer by entering (Cosco*) **or** a specific Serial # by entering D174* (Note: Wild cards “*” are allowed on Customer And Serial # searches)

Scroll to the bottom of the screen, where you can view truck installation records entered by your dealership: Your display options for this page are: **Show All**, **Show 25 Per Page**, or **Show 50 Per Page**, click the appropriate link if you want to display something other than the default (Show All).

You can also **sort** the columns on the page; defaults are always in Ascending order. Click the heading once for ascending sort, click again for descending sort. An **arrow** located near the column heading you are sorting will indicate the direction of the sort.

Report: Truck Installations - Microsoft Internet Explorer

Address: http://hysterusa.com/PDI_V2/Inquiry.aspx

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Serial # ▲	Order #	Creation Date	Last Changed	Type	NA	Customer	Status	Booking	Sig Sheet	Error
B233N01626E	109411	8/20/2007	10/22/2007	C		MARIETTA PACKAGING CO INC	C	Y	Y	
B233N01627E	109412	9/4/2007	9/28/2007	C		MARIETTA PACKAGING CO INC	C	Y	Y	
B233N01747E	122814	12/6/2007	12/6/2007	C		LIFTECH - RENTAL	C	Y	Y	
B453N01616E	098889	3/20/2007	3/23/2007	C	*	ANHEUSER BUSCH	X	Y	Y	NW00495
B455N01804D	096408	12/28/2006	12/28/2006	C		CORNING DIESEL PLANT	C	Y	Y	
B455N01809E	098870	3/6/2007	3/6/2007	C		FRANKLIN CORRECTIONAL FAC	C	Y	Y	
B464T01575E	110725	12/11/2007	12/11/2007	C		H.P. HOOD, INC.	P	Y	N	Delete
B464T01576E	110726	12/12/2007	12/12/2007	C		H.P. HOOD, INC.	C	Y	Y	
B464T01579E	110727	12/11/2007	12/11/2007	C		H.P. HOOD, INC.	P	Y	N	Delete
B464T01579E	110728	12/11/2007	12/11/2007	C		H.P. HOOD, INC.	P	Y	N	Delete
B464T01580E	110729	12/4/2007	12/12/2007	C		H.P. HOOD, INC.	C	Y	Y	
C024V02982E	095499	5/7/2007	5/7/2007	C	*	ALCOA EAST PLANT	C	Y	Y	
D024V01514E	102227	5/10/2007	5/10/2007	R		LIFTECH - RENTAL	C	Y	Y	
D024V01796E	111826	10/22/2007	10/31/2007	C		NOVELIS CORP	C	Y	Y	
D024V01804E	111825	10/17/2007	10/30/2007	C		NOVELIS CORP	C	Y	Y	
D024V01826E	114712	11/27/2007	11/27/2007	C		CRAFTMASTER MANUFACTURING	P	Y	N	Delete
D024V01829E	114713	11/27/2007	11/27/2007	C		CRAFTMASTER MANUFACTURING	P	Y	N	Delete

Please note that entries with a **Status** of "I" (Incomplete) or "P" (Printed) will be highlighted in red if the last change date is older than 7 days from the current date, such as line #1 above. If you place your cursor on either the Type or Status field, the system will display all of the possible values for those fields (i.e. Types = C (Customer), R (Rental), S (Stock), D (Demo), P (PreOwned), and Status = I (Incomplete), P (Printed), X (Completed), and C (Acknowledged).

Entries with a status of "X" (Completed, waiting on an acknowledgment) or "C" (Completed and acknowledged) will appear in gray. These entries can only be printed, not modified.

Click on the desired "**Truck Serial #**" to begin the inquiry process.

If you select a serial number with a status equal to “I” (Incomplete) or “P” (Printed), you have the option to modify (change or delete) the record or complete the installation.

The Serial Number we selected for this example had a status of “X” (Completed). *Note A status of “X” indicates a submission did not complete due to an error. If the error is something that can be fixed and another submission of the same type is needed, simply click on “UNLOCK” to make the record available for resubmission.

HYSTER[®]
DIGITAL DEALER

Online PDI: Entry Form

MARKETING GROUP 011 | DEEP SOUTH EQUIPMENT CO. | SERVICING DEALER CODE: 253000 | NEW ORLEANS, LA | TRUCK SERIAL NUMBER: F187V06919D | INSTALLATION TYPE: CUSTOMER

Validate displayed data. Modify and enter new data as needed to complete the PDI document. Print 3 copies of the PDI for the Factory, Dealer, and Customer.

Unlock

Use Unlock to change the status of this installation back to P and allow modifications for resubmission.

Customer Information

Customer Name:* NA:
[Click Here to Select a Customer Name]

Customer Address:*

Scroll down the web page to view all the information, print by using the “**Print PDI Forms**” button at the bottom of the page.

XL1479 CROWN

[Add Another Option...]

Dealer Installed Serialized Components

Type:	Description:	Serial #:
AA	ENGINE/GENERAL MOTOR	FE7890
FE	TRANSMSSION	2345678901234

[Add Another Component...]

Truck Configuration - [Expand]

Factory Installed Serialized Components - [Expand]

Select a PDI Form Type

☒ Standard ☐ 1-8 Ton

Save Delete **Print PDI Forms** Continue

Go Back Main Menu

Items with a status of “I” or “P” are not locked and are available for modification, printing and submission.

Selecting an item with a Status of "I" or "P" As an example, let's click on the first record, status "P" (Printed), which is displayed in red.

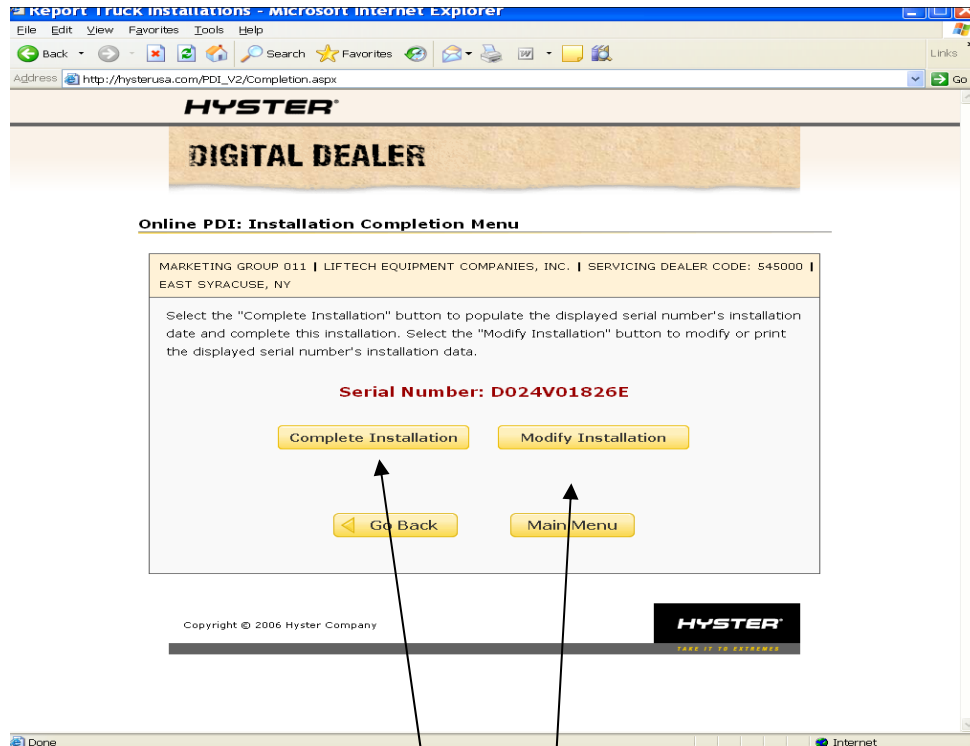
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D024V01826E	114712	11/27/2007	11/27/2007	C		CRAFTMASTER MANUFACTURING	P	Y	N		Delete
D024V01829E	114713	11/27/2007	11/27/2007	C		CRAFTMASTER MANUFACTURING	P	Y	N		Delete

The system displays the following:

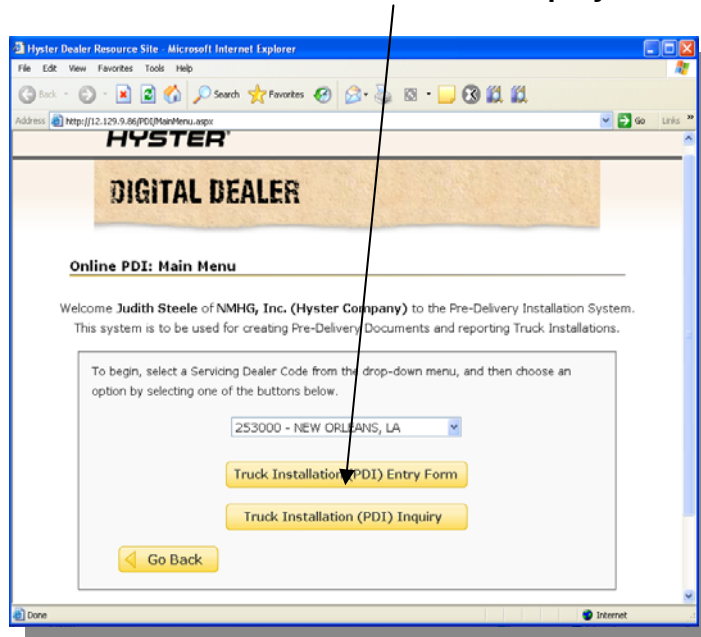


If you want to complete the installation of this truck, *i.e. you've printed the forms and delivered the truck to the customer*, click on the **"Complete Installation"** button and then following the instructions in the documentation listed for "Completing an Installation", beginning on page 20.

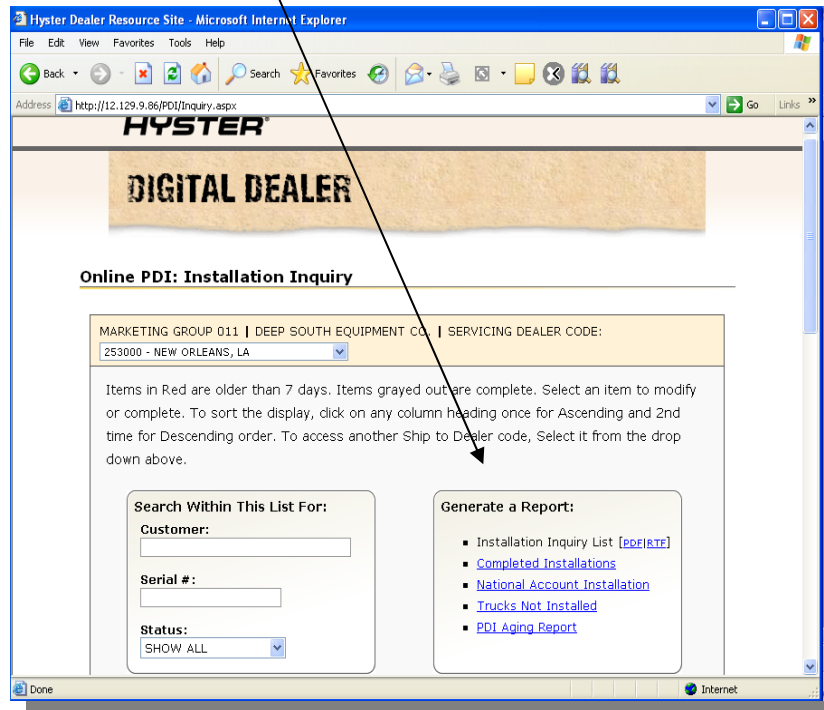
To modify the installation, click on the **"Modify Installation"** button. The system displays the PDI Entry Form: Modify the form as desired and print or submit or save it for future use.

Printing Management Reports

From the PDI Main Menu, select the “Truck Installation Inquiry” button.



From the report section (upper right corner), select the desired report option (i.e. Installation Inquiry List, Completed Installations, National Account Installation, Trucks Not Installed, or PDI Aging report).



For our example, we'll utilize the Trucks Not Installed report.

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Options for "Shipped-Not-Installed Trucks" Report

Filters

Servicing Dealer Code:

- ☒ 253000 - NEW ORLEANS, LA
- ☐ 253010 - SHREVEPORT, LA
- ☐ 253020 - JACKSON, MS

Customer Name:

- ☒ A&G MEATS INC
- ☒ A.E.R.T.
- ☒ AAFES

Sorting

Sort By: NONE

Asc
Desc

Select the desired **Filters** such as the Servicing Dealer Codes and/or Customer Names.

Select how you would like to sort the report using up to three sorting levels. Select desired sorts from the dropdown lists for each field located in the **Sorting** section. You are not required to select any sorts.

Sorting

Sort By: CUSTOMER NAME

Then By: LOCATION

Then By: SHIP DATE

Asc
Desc

Asc
Desc

Asc
Desc

Report File Format

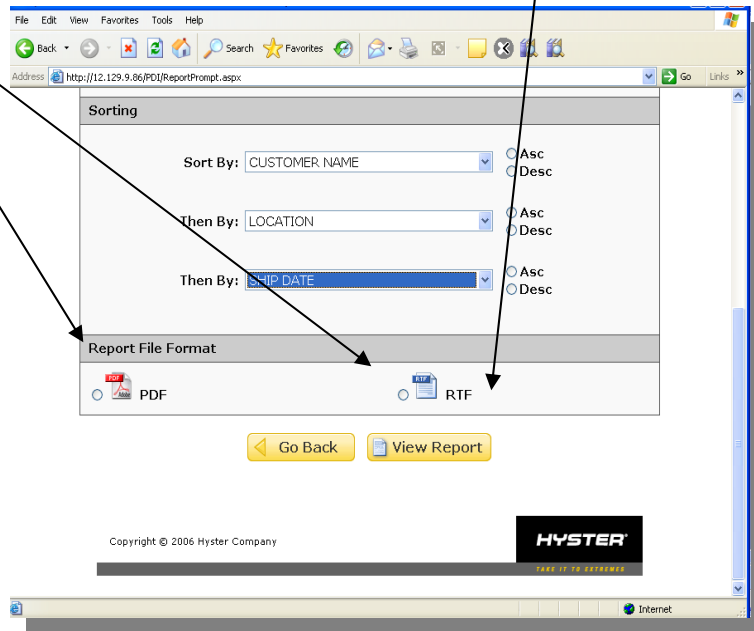
PDF RTF

Go Back View Report

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HYSTER
TAKE IT TO EXTREMES

Select the desired format of the report, i.e. Adobe pdf (*Recommended*) or Rich Text Format by clicking on the radio button, and then selecting “**View Report**”. (*Rich Text is only recommended if the document information is to be downloaded to Excel or Access.*)



From the displayed report, you can either **“Save a Copy”** or print the report using the **“Printer”** icon.

File Edit Go To Favorites Help

Address <http://12.129.9.86/PDI/Report.aspx>

Save a Copy

Shipped-Not-Installed Trucks Wednesday, December 13, 2006

Dealer Name >> NMHG, INC. (HYSTER COMPANY)
Serving Dealer Codes >> 25300
Customers >> P&O PORTS, P&O PORTS LOUISIANA, TYLER PIPE INDUSTRIES
Sort Order >> CUSTOMER NAME, LOCATION, SHIP DATE

Serial #	Order #	Model	Customer	Location	County Name	Shipped Date	Booking Exists
L17780534D	080650	H76FT	P&O PORTS LOUISIANA	NEW ORLEANS, LA	ORLEANS	7/25/2006	N
L17780530D	080658	H76FT	P&O PORTS LOUISIANA	NEW ORLEANS, LA	ORLEANS	7/28/2006	N
L17780541D	080662	H76FT	P&O PORTS LOUISIANA	NEW ORLEANS, LA	ORLEANS	7/28/2006	N

Total Trucks Not Installed: 3

1 of 1

Done Unknown Zone

Appendix A - Error Code Description

Code	Long Description
NWO0784	Dealer Code Supplied Not the Owner or Delivering Dealer of the Truck- Ownership Transfer Required
NWO0582	Invalid Unit Serial #
NWO0783	Unit Serial # Not Present on Sales Order
NWO0469	UserID not in NOMS security file
NWO0842	User not authorized to DlrCode on Installation (NOMs Security Table does not contain that dlr code for that UserID).
NWO0841	User not authorized to use Marketing Group on Installation (NOMS Security Table does not contain that marketing group for that UserID)
NWO0496	A prior Installation exists for this Unit for which no Signature Sheet has been received.
NWO0522	Installation Date cannot be a future date.
NWO0931	Retail Booking Required.
NWO0848	Model Code Not Found.
NWO1105	Report Date Greater Than 30 days - No changes Allowed.
NWO0871	This unit has an existing Customer, Rental or Preowned installation. Must be installed as Type PreOwned.
NWO0495	Another completed installation exists for this unit with today's date.
NWO5000	SIC Code submitted for customer not found on N.W.O. SIC code file.
NWN0358	Truck is not Pre-Owned
NWO1254	Installation records are not found for the truck.
NWN0361	Returned for any condition invalid numeric or date data.

Appendix B - PDI System Use Cheat Sheet

Use this system to Enter Installations, Print PDI Installation Documents, Complete Installations and Run Management Reports.

Logon to the Dealer Area of the Hyster USA Website.

Select **Service or Truck Sales**

Select **Truck Installations**.

Entering a Truck Installation

From the PDI Main Menu:

Select **Servicing Dealer Code**

Select **Truck Installation Entry**

From the PDI Entry Prompt:

Select **Installation Type**

Select **or Enter a Serial Nbr**

Select **Continue**.

If message response displayed is **No Matching Installation found or something else that is acceptable to you**, Select **Continue**.

From the PDI Entry Form:

Fill in **any missing or incorrect information**. (*Note – *Required field labels contain an **)

Add **any Dealer Installed Options and/or Serialized components**

Save the installation

Printing a Truck Installation

Once the required fields have been filled in, the option to print will display.

Select the proper form type –

1-8 ton is to be used for Fortis trucks.

Standard for all other types.

Select **Print PDI Forms**

To Print the displayed form Either Select the **Printer Icon** OR Select **File, Print** from the Menu at the top of the screen.

Completing a Truck Installation

From the PDI Main Menu

Select **Truck Installation Inquiry**

From the Installation Inquiry Screen

Double Click on the **Truck Serial number** line item that is to be completed.

From the Installation Completion Menu

Select **Complete Installation**

From the Installation Completion Menu

Click on the **Calendar Icon** to select the **Installation Date**.

Enter **Customer Contact First and Last Name** if Blank.

Select **Submit**

Verify the **Resulting display**.

Installation Inquiries (Use this selection to Modify, Print, Complete Installations or Run Reports)

From the PDI Main Menu

Select **Truck Installation Inquiry**

From the Installation Completion Menu

Double Click on the **desired Truck Serial number** line.

Select **Modify or Complete Installation**

Printing Management Reports (Use this selection to print Reports of PDI Server Installations)

From the PDI Main Menu

Select **Truck Installation Inquiry**

From the Installation Completion Menu in the Generate Report Section (Upper Right Corner)

Select **Desired Report**

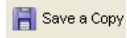
From the Report Options Screen

Select **Filters, Date and Sort Options** or leave as is to accept defaults.

Select **Report File Format** (**Note RTF should only be used if data is to be exported to a Microsoft application like Excel or Access.*)

Select **View Report**

The Report can be Saved to your PC, Printed, or E-Mailed by selecting the appropriate Icon.



Appendix C – Component Code Listing

Component Group Code	Component Group Description
A	ENGINE
AA	ENGINE BLOCK ALL
AB	ENGINE COOLING
AC	ENGINE EXHAUST
AD	ENGINE MOUNTING
AE	TESTING EQUIPMENT
AF	MISC
AG	TRACTION MOTOR
AH	MDU UNITS
AHO	HYSTER FLEET - AFTER HOURS OVERTIME CHARGE
AI	AIR INTAKE SYSTEMS
AJ	AC CONTROLS/TRACTION SYSTEMS
AJ3	AC DASH DISPLAY
BA	CLUTCH ASSEMBLY,ALL
BCR	BATTERY/CHARGER REPLACEMENT - HYFLEET
BCS	BATTERY/CHARGER SERVICE - HYFLEET
BD	CLUTCH LINKAGE
BF	MISC
C	TRANSMISSION ASSEMBLY,ALL
CA	TRANSMISSION
CB	POWERSHIFT AND MONOTROL
CC	DRIVE LINES
CD	SPEED REDUCER
CE	DRIVE AXEL GEARING ICE
CF	DRIVE AXLE
CG	TIRES DRIVE
CH	SHIFT CONTROL
CI	MISC
CJ	HYDROSTATIC
CRQ	CUSTOMER REQUEST - HYSTER FLEET
D	FRAME
DA	COUNTERWEIGHT
DB	AIR COND CAB
DC	FRAME BASE
DE	PAINT AND DECAL
DF	FRAME CASTOR WHEELS ALL
DG	CAB, ALL
DH	BATTERY COMPARTMENT, ET
DI	COVERS
DJ	OVERHEAD GUARDS
E	FUEL
EB	CARBURETOR
EC	FUEL THROTTLE LINKAGE ALL
EE	MISC
EF	FUEL LPG
EFA	LPG FUEL MODULE (EPA)
EFB	LPG CONTROLLER (EPA)

EG	CNG FUEL SYSTEM
EH	DIESEL
EI	FUEL GASOLINE
EIA	GAS FUEL MODULE (EPA)
EIB	GAS CONTROLLER (EPA)
EJ	FUEL PUMP
F	ICE ELECTRIC
FA	ICE ELECTRIC DASH
FB	ELECTRIC CABLES
FC	ICE ELECTRIC START MOTOR
FD	ALTERNATOR,GENERATORS
FE	VOLTAGE REGULATOR
FF	ALL OPTIONAL LIGHTS
FG	ICE ELECTRIC ENGINE CNTRL
FG7	SOFTWARE VERSION TRANSMISSION CONTROLLER VAN HOUT
FH	ICE BATTERIES
FJ	MISC MOTORS
FK	ENGINE IGNITION
FL	CONTACTOR PANEL
FM	LOAD LIMITING SYS
G	TIRES
GA	STEER PUMP MOUNTING
GB	PUMPS
GC	STEER CONTROL(ORBITROL)
GD	STEER CYLINDER
GE	TILLER HANDLE
GF	MISC
GG	STEER MOTOR
GH	WIRE GUIDANCE/CIRCUIT BOARDS
GI	TIRES STEER
GJ	STEER AXLE ASSEMBLY
H	BRAKES
HA	PARK BRAKES
HB	COAST BRAKES
HC	LINKAGE/SEAT BRAKES
HD	POWER ASSISTED BRAKES
HE	ELECTRIC COIL BRAKES
HF	MISC BRAKES
HG	ELECTRIC BRAKES
HH	CONTROL AND PICK ASSEMBLY
I	UPRIGHT, MAST
IA	SIMPLEX/2 STAGE LIMITED FREE LIFT
IB	DUPLEX 2STG FFL
ID	TRIPLEX 3 STG FFL
IE	CARRAIGES BACKREST
IF	MISC
IG	QUAD 4 STG FFL
IH	REACH
II	HOIST CYL
IJ	LINES AND FITTINGS
IMD	HY FLEET AVOID DMG - IMP FRAME OR FRAME COMPONENTS
IMI	HY FLEET AVOID DMG - IMPACT MAST OR MAST COMPONENT
IMK	HY FLEET AVOID DMG - IMPACT ATTACH OR ATTACH COMP
IMP	HY FLEET AVOID DMG - GENERAL IMPACT

J	HYDRAULIC PL COMPONENTS	
JA	HYDRAULIC PUMP/MOTOR	
JB	HYDRAULICS	
JC	TANK	
JD	HYDRAULIC CONTROL VALVES	
JD2	CONTROL VALVE LEVER SUPPLIER ITT IND	
JE	TILT CYLINDER	
JF	FREE LIFT CYLINDER	
JG	HYDRAULIC PANEL	
JH	HYDRAULIC FILTER	
JI	MOTORS	
JJ	HYDRAULIC CYLINDER	
JKL	FORK POSITIONING CYLINDER LEFT	VAN HUT
JKR	FORK POSITIONING CYLINDER RIGHT	VAN HOUT
K	ATTACHMENT	
KA	CARRIAGE	
KB	CASCADE & ALLIED HYDRAUKICS	
KC	OTHER VWENDOR ATTACHMENTS	
KD	FORKS, FORK EXT	
KE	ATTACHMENT LOAD ARM	
LA	TOOLS	
LD	SOFTWARE	
LJ	MISC	
MRP	MULTIPLE REPAIRS - HYSTER FLEET	
ND	MISC SUBJECTS	
PA	POWER DISTRIBUTION MODULE	
PB	FUSES	
PC	CIRCUIT BREAKERS	
R	VSM MAIN CONTROL	
RTL	FLEET RENTAL - HYSTER FLEET	
S	ECU ENGINE CONTROLLER	
T	FLEET MAINTENANCE	
TA	TRANSMISSION CONTROLLER	
TBA	FLEET BATTERIES	
TBT	DOUGLAS BATTERY RENTALS	
TDI	PALLET CLAMP, SCREENS, AND COVERS	
TEN	FLEET ENERSYS BATTERY	
TFE	FIRE EXTINGUISHER	
TI	IGNITION SWITCH	
TIE	LOADBACKREST (ONLY)	
TK	KEYS	
TKD	FORKS	
TL	FLEET COMPONENT CODES	
TLD	DRAYAGE	
TLM	OPERATIONAL MAINTENANCE	
TLO	HYSTER FLEET - FULL MAINT OT CHARGES	
TLR	SHORT TERM RENTAL	
TLU	LUBE	
TM	MIGRATED FLEET CLAIMS	
TMA	YALE FLEET NABISCO	
TMB	YALE FLEET EXEL	
TMC	YALE FLEET LOWE'S	
TMD	YALE FLEET CENTRAL TRANSPORT	
TME	YALE FLEET REJECTED	

TMF	YALE FLEET CENTRAL TRANSPORT
TMG	YALE FLEET BUILDERS SQUARE
TMH	YALE FLEET OTHER
TMI	YALE FLEET STANLEY WORKS
TMJ	YALE FLEET WALMART
TMK	YALE FLEET PENSKE
TRM	REMERCH RENTALS
U	OPERATOR INTERFACES
UA	JOYSTICK/ LEVERS
UB	SWITCHES
UC	THROTTLE PEDAL- ENGINE SPEED
UD	THROTTLE PEDAL-DIRECTION(FDC/MONOTROL)
UE	DISPLAY
UF	SEATBELTS
UG	CONTROL ARMREST
UH	SEAT OCCUPANCY
UI	HORN BUTTON
V	COMMUNICATIONS
VA	CAN
VB	RS232
VC	WIRELESS
X	POLICY
XX	FREIGHT REIMBURSEMENT
XXX	OPEN
Z	FPI

End of Documentation