

This Quick Reference Guide is not intended to replace your vehicle Owner's Manual which contains more detailed information concerning the features of your vehicle, as well as important safety warnings designed to help reduce the risk of injury to you and your passengers. Please read your entire Owner's Manual carefully as you begin learning about your new vehicle and refer to the appropriate chapters when questions arise. All information contained in this Quick Reference Guide was accurate at the time of duplication. We reserve the right to change features, operation and/or functionality of any vehicle specification at any time. Your Ford dealer is the best source for the most current information. For detailed operating and safety information, please consult your Owner's Manual.

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F O C U S
QUICK REFERENCE GUIDE
T W O T H O U S A N D & T H I R T E E N



COMMONLY USED SYNC® VOICE COMMANDS



Basic Commands

- What can I say?
- List of commands
- Main menu
- Previous
- Next
- Go back
- Exit
- Help
- Vehicle health
- Pair my phone



Phone

- Phone list of commands
- Dial
- Call <name> on cell/at home/at work
- Call voicemail
- Do not disturb <On/Off>
- Listen to text messages (phone-dependent feature)



Climate**

- Climate control list of commands
- Climate <On/Off>
- Climate my temperature
- Climate temperature <60-85> degrees



Entertainment

- Audio list of commands
 - You can also get detailed lists of commands for radio, USB, Bluetooth® audio, Sirius and SD Card
- Audio <On/Off>
- Radio:
 - FM <87.7-107.9>
 - FM preset <#>
- CD:
 - Play track <1-512>
 - Shuffle <On/Off>
- USB:
 - Play song <name>
 - Play album <name>
- SiriusXM:
 - <channel name>
 - Preset <#>



Navigation**

- Navigation list of commands (if equipped)
 - Destination street address <number, name, city>
 - Destination home
 - Navigation voice <On/Off>
 - Navigation volume <increase/decrease>
 - Repeat instruction
 - Show <map/north-up/heading-up/3D>
- Travel Link list of commands:
 - Traffic
 - Weather
 - Movie Listings
 - Fuel prices
 - Sports <headlines/scores/schedule>



SYNC® Services

- Must say "Services" first, and then:
- What can I say?
 - Traffic
 - Directions
 - Business search
 - Operator (for direction or business search)
 - Favorites
 - News, sports, weather, horoscopes, stock quotes, movies or travel
 - Help

**Available only with MyFord Touch

Some services may not be available in your area. Refer to your Owner's Manual, visit the website or call the toll-free number for more information.

For U.S. customers: visit SyncMyRide.com or call **1-800-392-3673** (select Option 1 or 2 for language, then Option 3).

For Canadian customers: visit SyncMyRide.ca or call **1-800-565-3673** (select Option 1 or 2 for language, then Option 3).

Learn How To Sync Your Ride.

SYNC is a voice-activated technology personalized by you. It is a hands-free, voice recognition system used for entertainment, information and communication.

SyncMyRide.com
SyncMyRide.ca



fordowner.com



ford.ca

Warning

Driving while distracted can result in loss of vehicle control, accident and injury. Ford Motor Company strongly recommends that drivers use extreme caution when using any device or feature that may take their focus off the road. Your primary responsibility is the safe operation of the vehicle. We recommend against the use of any hand-held device while driving, encourage the use of voice-operated systems when possible and that you become aware of applicable state and local laws that may affect the use of electronic devices while driving.

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INSTRUMENT PANEL

1 Trunk*/Liftgate* Release

2 Cruise Control*

To set your cruise control speed:

- 1) Press the **ON** control and release.
- 2) Accelerate to the desired speed.
- 3) Press the **SET +** control and release, then take your foot off the accelerator.

After you set your speed, you can press **SET +/SET -** to adjust your cruise speed. To disable, tap the brake, press the clutch pedal or pull the **CAN** (Cancel) control toward you. **Note:** Using the clutch pedal to cancel a set speed may cause the engine speed to increase briefly.

3 Information Display

Provides information about various systems on your vehicle. Use the left, 5-way controls located on the steering wheel to choose and confirm settings and messages. Refer to the *Information Displays* chapter of your *Owner's Manual* for more information.

4 Service Engine Soon Light

☾ Illuminates briefly when the ignition is turned on. If it remains on or is blinking after the engine is started, the on-board diagnostics system (OBD-II) has detected a malfunction.

Drive in a moderate fashion and contact your authorized dealer as soon as possible.

5 Tilt/Telescope Steering Column*

Unlock the steering wheel by pulling the lever down. Adjust the wheel to the desired position. Push the lever back up to lock the steering wheel in place.

6 Voice Controls*

☎ Pull toward you to access voice recognition.

☎ Press to access phone mode or to answer a call.

☎ Press to exit phone mode or end a call.

Press the arrow controls to cycle through the menu selections and press **OK** to confirm your selection.

7 Push Button Start*

Allows you to start your vehicle by pressing the **ENGINE START/STOP** button while fully pressing down on the brake (automatic transmission) or clutch (manual transmission) pedal. Press the button again to turn the engine off.

Note: Your intelligent access key* must be inside the vehicle for keyless starting to work.



*if equipped

2013 Focus

8 Audio Controls*

Use the right-hand, 5-way controls to adjust your audio system:

▲ (Volume): Press to increase (+) or decrease (-) volume levels.

▶▶▶▶ (Seek): Press the right arrow to hear the next saved radio station, CD track or MP3 choice. Press the left arrow to hear the previous selection.

Press **M** to select a different audio source.

9 Wiper Controls

Use the rotary control on the stalk to adjust the wipe intervals. Pull the stalk toward you to spray and wash the windshield. Press the button at the end of the lever to turn the rear wiper* on, off or change to intermittent wipe.

10 Hazard Control

11 Power Door Locks

☾ Press the control to lock or unlock the doors. When the light on the button is on, it indicates that all doors and the luggage compartment are locked. When the light is off, it indicates that one or more of the doors are unlocked.

Getting started with your SYNC system

SYNC is a hands-free, voice recognition system used for entertainment, information and communication. SYNC...Say the word.

Before you get started:

- 1) Set up your owner account at **SyncMyRide.com** (U.S.) or **SyncMyRide.ca** (Canada). Register by following the on-screen instructions. After registering, you can see what available services you are eligible for.
- 2) SYNC uses a wireless connection called **Bluetooth®** to communicate with your phone. Turn **Bluetooth** mode on in your phone's menu options. This lets your phone find SYNC. If you need more details on setting up your phone with SYNC, visit **SyncMyRide.com** (U.S.) or **SyncMyRide.ca** (Canada), or your phone manufacturer's website.

Pairing your phone with SYNC:

In order to use many of the features of SYNC, you must first pair and connect your phone with SYNC.

To pair your phone for the first time:

- 1) Make sure that your vehicle is in **(P)** park and both your ignition and radio are turned on.
- 2) Press the phone button. When the display indicates **No Phone Found**, press **OK**.
- 3) When **Add Bluetooth Device?** appears in the SYNC display, press **OK**.
- 4) When **Find SYNC** appears in the display, press **OK**. When prompted on your phone's display, enter the PIN provided by SYNC into your radio. This code connects your phone to your car.
- 5) The display will indicate when the pairing is successful.

Note:

The system may prompt you to:

- Set your phone as primary/favorite (the primary phone will receive messages and voice mails).
- Download your phone book (this is required to use the full set of voice commands).
- Turn on 911 Assist®.

Tips:

- Make sure you accept SYNC's request to access your phone.
- To pair subsequent phones, please refer to **Pairing Subsequent Phones** in the SYNC chapter of your Owner's Manual.
- If you are experiencing pairing problems, try performing a clean pairing by deleting your device from SYNC, deleting the SYNC connection from your phone, and then repeating the Pairing your Phone with SYNC process.

*if equipped

Why Do I need a SYNC Owner Account?

A SYNC owner account is required for Vehicle Health Report activation and the ability to view your reports online. You'll also be able to take advantage of all of SYNC's Services and personalization features, such as saving your Favorites and Points of Interest. You'll receive the latest software updates that add new places, directions and information; and if you have questions, you'll get free customer support.

Note: Your SYNC system may offer advanced features such as SYNC Services, AppLink™ and Vehicle Health Reports. Visit the website or call the toll-free number for more information. See the inside front cover of this guide for details.

Using My Phone with SYNC:

Note: You must download your phone book to make phone calls with voice commands by name. Contacts listed in all caps will require you to spell them (i.e. JAKE, will be J-A-K-E).

Making a phone call: Use SYNC to make a phone call to anyone in your phone book by pulling the voice control **☎**. When prompted, give any of the following voice commands:

Call <name>	Call <name> at work
Call <name> on cell	Call <name> at home

For example, you could say "Call Jake Smith at home". SYNC repeats the command back to you and dials the number.

Note: You can also make phone calls by pulling **☎**. When prompted, give the voice command "Dial", then say the phone number.

*if equipped

Answering incoming calls: Whenever you have an incoming call, you will be able to see the name and number of the person calling in your display. Press the phone button **☎** to answer an incoming call. You can hang up at any time by pressing and holding the phone button **☎**.

Do not disturb mode: This feature blocks incoming calls and text messages, and saves them for later. You still have access to outgoing calls when this feature is active. Say the voice command, "Do not disturb on" to enable and "Do not disturb off" to disable.

Using SYNC to access digital media

Plug in your USB media devices such as phones and MP3 players and use SYNC to play all of your favorite music.

Note: SYNC indexes your music. The more music that is stored on your device, the longer it takes SYNC to index.

Using voice commands to play music:

- 1) Plug your media player into your USB port.
- 2) Pull the voice control **☎**. When prompted, say "USB", then follow-up saying one of the following voice commands.

"Play all"	"Play next song"
"Play song <name>"	"Play album <name>"

- 3) You will hear the command repeated back to you and the selected item will play.

SYNC® WITH MYFORD TOUCH®

A revolutionary way to connect with your car.



Getting started, understanding SYNC with MyFord Touch

Use the four-corner, four-color touch screen to explore and interact with your vehicle. The touch screen works the same way traditional controls, knobs and buttons do. Press the various corners on your touch screen to personalize the many features and settings of your vehicle all in one place. The system provides easy interaction with your cellular phone, multimedia entertainment, climate controls and navigation system.

General Tips

- Press the home icon  at any time to return to your home screen.
- For additional support, refer to your *Owner's Manual*, visit the website or call the toll-free number. See the inside front cover of this guide for details.

Before you get started:

- Pair your phone with SYNC before using MyFord Touch. See the *Getting started with your SYNC system* section for instructions on how to do this.
- If you have the navigation SD card, make sure that it is inserted into the media port or your navigation will not work.

Get in touch using your Four-corner touch screen

Phone, Navigation,*Climate and Entertainment are the four main operations of SYNC® with MyFord Touch®. Each feature has its own corner represented by its own color.

Phone

Voice-control your phone for hands-free calling with your phone securely put away. With SYNC, you won't even need to know the phone number. Just say the name of the person you want from your contacts.

Your phone connects you with many other features and SYNC services:

- Connect to SYNC Services for traffic, directions, business searches and information favorites.
- Connect to Operator Assist to help locate a listing or destination.
- Call for a Vehicle Health Report.
- Automatically connects with a 911 operator in the event of an accident (if set to **on** prior to the incident).
- Transfer calls seamlessly from SYNC to phone as you get in or out of your vehicle.

Refer to the SYNC chapter of your *Owner's Manual* for complete details.

Navigation*



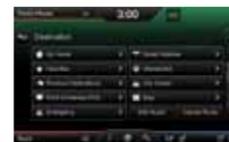
Get started with your navigation system by pressing the upper-right, green corner.

The available voice-activated navigation system includes:

- SiriusXM Traffic™
- SiriusXM Travel Link™
- Global positioning system (GPS) technology
- 3-D mapping
- Turn-by-turn navigation

Refer to the *MyFord Touch* chapter of your *Owner's Manual* for complete details.

Set a Destination



Set a destination through your touch screen by using a street address, a city center, a place

on the map or a point of interest (POI). The easiest way, however, is by voice.

- 1) Pull the voice control . When prompted say "Destination street address".
- 2) The system will ask you to say the full address and will display an example on screen.
- 3) You can then speak the address naturally, such as: "One two three Main Street, Anytown".

You can also choose from up to three different types of routes:

- **Fastest:** Uses the fastest moving roads possible.
- **Shortest:** Uses the shortest distance possible.
- **Eco (EcoRoute):** Uses the most fuel efficient route.

Tips:

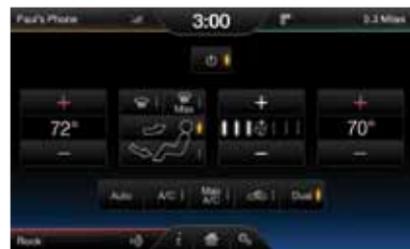
- Save your favorite locations by touching "Save to Favorites".
- Change your map views from Direction Headed, North Up or 3D.

*if equipped

Climate

SYNC with MyFord Touch controls the temperature, airflow direction and fan speed for you and your passenger.

To use voice commands to operate climate, say a voice command like "Climate temperature 72 degrees" and MyFord Touch will make that adjustment.



Set Your Temperature

- Touch the lower-right, blue corner on the touch screen.
- Set your exact, desired temperature using the + or - buttons.

Entertainment

No matter how you store your music, SYNC makes it yours to enjoy when you're behind the wheel. Just press the lower-left, red corner of the touch screen. From here, you can easily go between AM/FM, Sirius and other media sources. You use your touch screen or the audio controls on your steering wheel to interact with your digital media.

Bring in Your Own Music

Gain access to any audio source by voice and even control how each operates, like changing radio stations, CD tracks or music on one of the following devices:



- CD
- USB
- Bluetooth® Streaming
- SD Card
- A/V In

For additional support, refer to your *Owner's Manual*, visit the website or call the toll-free number. See the inside front cover of this guide for details.

**if equipped*

Intelligent Access Key*

Note: Your intelligent access key must be within 3 feet (1 meter) of your vehicle.

To unlock a front door: Pull the front exterior door handle.

To lock all of the doors: Press and hold the door handle lock sensor.

To unlock and open the trunk: Press the exterior trunk release button near the license plate.



The intelligent access key also contains a mechanical key blade, which can be used to unlock the driver door if necessary.

MyKey®

Allows you to program speed restrictions, limited volume levels, safety belt reminders and more. For complete information, refer to the *MyKey* chapter in your *Owner's Manual*.

**if equipped*

Remote Start*

Remote start allows you to start the engine from outside your vehicle using your transmitter.

To start:

- 1) Press and then press twice within three seconds.
- 2) Once inside, apply the brake while pressing the **ENGINE START/STOP** button.
- 3) Shift into D (Drive) and go.

If you have an integrated keyhead transmitter:

- 1) Insert the key into the ignition.
- 2) Turn the ignition on as you normally would before driving.

To turn the engine off from outside the vehicle after using your remote start: Press once.

Active Park Assist*

The active park assist system can detect an available parallel parking space and automatically steer the vehicle into that space (hands-free). The system instructs the driver with visual and/or audible instructions with regard to braking, accelerating and shifting gears in order to safely park the vehicle.



- To initiate active park assist, press the **AUTO P** button located near the center console on the instrument panel.
- To stop the parking procedure, grab the steering wheel or press the control again. For complete information, refer to the *Parking Aids* chapter in your *Owner's Manual*.

Note: The driver is always responsible for controlling the vehicle, supervising the system and intervening if required.

Fuel Tank Capacity/Fuel Info

Your vehicle has a 12.4 gallon (46.9L) fuel tank capacity. Your vehicle may be flex-fuel capable. If so, it will have a yellow ring around the fuel inlet. Flex fuel vehicles are designed to use ETHANOL (E85) fuel blends and UNLEADED FUEL. Please see your *Owner's Manual* for specific refueling instructions when using E85.



Non-flex fuel vehicles use only UNLEADED fuel with an octane rating of 87. **Do not use fuel ethanol (E85),**

diesel fuel, fuel-methanol, leaded fuel or any other fuel because it could damage or impair the emission control system.

Easy Fuel® System

To use:

- Put your vehicle into P (Park) and turn the ignition off.
- Open the fuel-filler door.

- Insert the nozzle.
- Begin fueling.
- Wait 10 seconds between the time the refueling nozzle is shut off until you remove the nozzle from the vehicle to allow residual fuel in the nozzle to drain into the tank.
- When using a portable fuel container, slowly insert the fuel funnel (located in the spare tire compartment) and pour the fuel into the funnel.

Note: Do not use aftermarket funnels as they will not work with the Easy Fuel system and may cause damage. Properly clean the funnel after each use.

Tire Pressure Monitoring System

Your vehicle illuminates a low tire pressure warning light  in your instrument cluster when one or more of your tires is significantly underinflated. If this happens, stop and check your tires as soon as possible, then inflate them to the proper pressure. Refer to the *Inflating*

Your Tires section in the *Wheels and Tires* chapter of your *Owner's Manual* for more information.

Trunk*/Liftgate* Release



To open the trunk/liftgate from the inside of your vehicle, press the  button located on the instrument panel, near the headlamp switch.

If your car is unlocked, you can open it from the outside by pressing the release button located under the handle and above the license plate.

If your vehicle is locked and the intelligent access transmitter* is within 3 feet (1 meter) of the trunk/liftgate, you can open it from the outside by pressing the release button located above the license plate.

You can also use the keyless remote control* to unlock and open the trunk/liftgate.

*if equipped

Location of Spare Tire and Tools

Your spare tire and tools are located beneath the carpeted floor panel in the rear of your vehicle.

- The spare tire is designed for emergency use only and should be replaced as soon as possible.
- For complete details on changing your tire, refer to the *Changing a Road Wheel* section in the *Wheels and Tires* chapter of your *Owner's Manual*.

SOS Post-Crash Alert System™*

Provides audible and visual alarms when a crash causes the deployment of airbags or the activation of the safety belt pretensioners. The turn signals will flash and the horn will sound. To deactivate, press the hazard flasher control, or the panic button  on your remote transmitter.

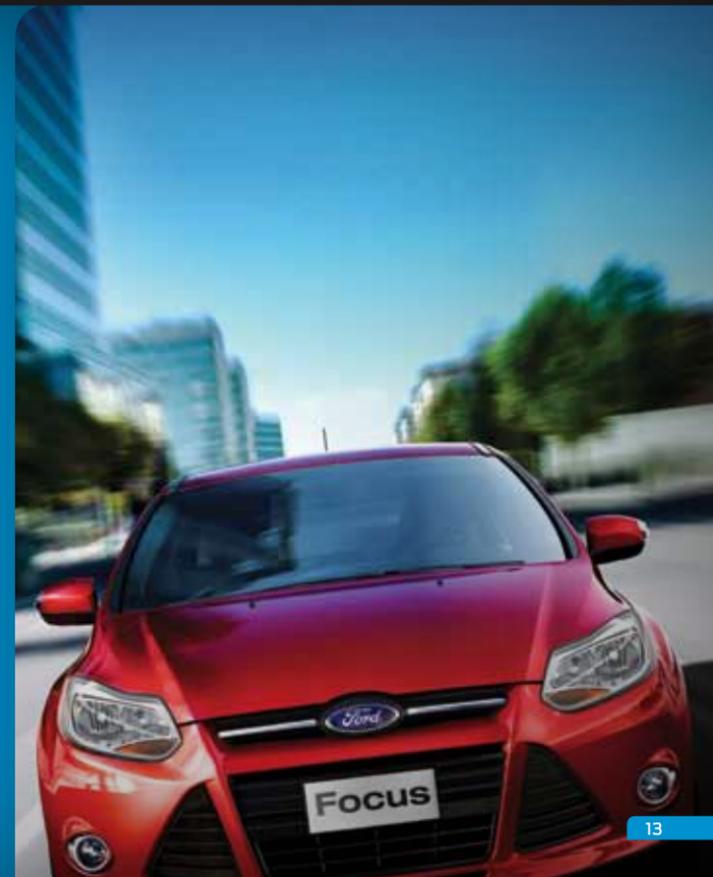
Roadside Assistance

Your new Ford vehicle comes with the assurance and support of 24-hour emergency roadside assistance.

To receive roadside assistance in the United States, call **1-800-241-3673**.

In Canada, call **1-800-665-2006**.

*if equipped



Rear View Camera*



Provides a video image of the area behind the vehicle in either the rearview mirror or the display in the center of the instrument panel. The image automatically appears when the vehicle is in R (Reverse) and uses green, yellow and red guides to alert you of your proximity to objects.

Integrated Blind Spot Mirrors



Designed to assist you by increasing the visibility along the side of your vehicle.

- The integrated convex mirror is built into the upper outboard corner of the exterior mirrors.
- As an approaching vehicle moves toward you, you will see its reflection first in the main mirror, and then in the blind spot mirror.

Forward and Reverse Sensing Systems*

Sounds an audible warning tone if there is an obstacle near the vehicle's front or rear bumpers.

- As the vehicle moves closer to the obstacle, the rate of the warning tone increases in frequency.
- The front sensors are automatically activated when the vehicle is in D (Drive) and will detect objects up to 27 inches (70 centimeters) away.
- The reverse sensors are activated automatically when the vehicle is in R (Reverse), and will detect objects up to 6 feet (2 meters) away.
- See the *Parking Aids* chapter in your *Owner's Manual* for complete information on your vehicle's sensing systems.

Note: Visibility aids do not replace the need to watch where the vehicle is moving. Refer to your *Owner's Manual* for safety information, more detail and limitations.

PowerShift Automatic Transmission*



Designed for fun-to-drive performance and outstanding fuel economy, this transmission will sound and feel differently than what you may be used to. See the *Transmission* chapter of your *Owner's Manual* for more details.

SelectShift® Automatic Transmission*



Gives you the ability to manually change gears if you'd like. To use:

- Move the gearshift lever from D (Drive) to S (Sport).
- Activate SelectShift by using the + / - thumb toggle located on the side of your gearshift lever to manually make shifts.
- Press the (+) button to upshift. Press the (-) button to downshift.

*if equipped

Tilting Head Restraints

Your vehicle's front-row head restraints can be adjusted.



To raise: Pull up on the head restraint.

To lower: Press the head restraint down while pressing and holding the guide sleeve adjust/release button.

To tilt the head restraint: Gently pull the top of the head restraint forward.

To return it to its upright position: Tilt it forward once more and release.

Note: Do not attempt to force the headrest backward after it is tilted. Instead, continue tilting it forward until the headrest releases to the upright position.

Heated Front Seats*

The heated front seat controls are located on the center console near the gearshift lever.



To use, simply:

- Adjust the dial to the desired heat setting.
- Choose from 0 – 5 (off-high).

*if equipped

Front-Seat Adjusters

Height/Recline Adjustment

Lift the control to adjust the height of the seat.



Lift the control to adjust the angle of the seat back.



Seat back Recline Control

Height Adjustment Control

Dual Climate Controls*



With the dual climate controls, you have the flexibility to operate the temperature with one control, called mono mode, or two, where both driver and front passenger can select independent temperatures using their own rotary dials.

To operate the dual temperature control: Use the rotary control on the passenger's side. Mono mode automatically shuts off.

To return back to mono mode: Press and hold the AUTO button. The passenger's side temperature automatically adjusts to the driver's side temperature setting, and both sides will then remain linked to the driver's control.