

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.

**Ford Motor Company
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June 2013
First Printing
Quick Reference Guide
Focus
Litho in U.S.A.

EMS19G27 AA



F O C U S
QUICK REFERENCE GUIDE
T W O T H O U S A N D F O U 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 report
- 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 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
- Radio:
 - FM <87.9-107.9>
 - 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 voice 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

If equipped, 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 More About Your New Focus

Scan the country-appropriate QR code with your smartphone (make sure you have a scanner app installed) and you can access even more information about your vehicle.



fordowner.com



ford.ca

WARNING

Driving while distracted can result in loss of vehicle control, crash and injury. We strongly recommend that you use extreme caution when using any device that may take your focus off the road. Your primary responsibility is the safe operation of your vehicle. We recommend against the use of any hand-held device while driving and encourage the use of voice-operated systems when possible. Make sure you are aware of all applicable 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 (OBD-II) system 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 answer a call.

 Press to exit phone mode or end a call.

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 and brake (manual transmission) pedal(s). 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




2014 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 of the doors and the luggage compartment are locked. When the light is off, it indicates that either the luggage compartment or one or more of the doors are unlocked.

*if equipped

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) or **N** (Neutral) with the parking brake applied (for vehicles with manual transmissions only) and both your ignition and radio are switched on.
2. Press the phone button. When the display indicates no phone is paired, press **OK**.
3. When **Find SYNC** appears in the display, press **OK**.
4. Put your phone into **Bluetooth** discovery mode. See your phone's user guide, if necessary.
5. When prompted on your phone's display, enter the six-digit PIN provided by SYNC in the radio display.
6. The display will indicate when the pairing is successful.

The System May Prompt You to

- Set your phone as primary/favorite (the primary phone will receive messages and voicemails).
- 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.

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.



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 a voice command.

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 the voice button . When prompted, give the voice command **"Dial"**, then say the phone number.

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 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 a voice command.

SYNC® WITH MYFORD TOUCH®*


A Revolutionary Way to Connect with Your Vehicle.



Getting Started, Understanding SYNC with MyFord Touch

Use the four-corner, four-color touchscreen to explore and interact with your vehicle. The touchscreen works the same way traditional controls, knobs and buttons do. Press the various corners on your touchscreen 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.
- Make sure your navigation SD card* is inserted into the media port or your navigation features will not work.

*if equipped

Get in Touch Using Your Four-corner Touchscreen

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 connect 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 *MyFord Touch* chapter of your *Owner's Manual* for complete details.



Navigation*

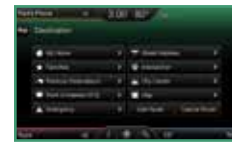


The available voice-activated navigation system includes:

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


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

Set a Destination



Set a destination through your touchscreen 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.

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

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 Heading Up, 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 the climate controls, 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 touchscreen.
- 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 touchscreen. From here, you can easily go between AM/FM, Sirius and other media sources. You use your touchscreen 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:



- 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.



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.

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*

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 automatically activate 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 details and limitations.

*if equipped

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.

Towing Your Focus

Towing your Focus behind an RV or any other vehicle may be limited. Refer to *Towing the Vehicle on Four Wheels* in the *Towing* chapter of your *Owner's Manual*.

Autolamps*



The headlamps will switch on and off automatically in low light situations or during inclement weather. They will remain on for a period of time after you switch the ignition off. You can adjust the time delay using the information display controls.

Headlamp Exit Delay

After you switch the ignition off, you can switch the headlamps on by pulling the direction indicator lever toward you. You will hear a short tone. The headlamps will switch off automatically after three minutes with any door open or 30 seconds after the last door has been closed. You can cancel this feature by pulling the direction indicator toward you again or switching the ignition on.

*if equipped

Ambient Lighting*



The ambient lighting system illuminates the interior with a choice of several colors. The ambient lighting control is located in the overhead console. Rotate the control knob to switch the feature on and adjust the desired brightness. Press the palette button to cycle through your color choices.

Ambient lighting will switch on when the following conditions have been met:

- You switch the ignition on, or
- You switch the headlamps on.

Traction Control

The traction control system helps avoid drive wheel spin and loss of traction.

If your vehicle begins to slide, the system applies the brakes to individual wheels and, when needed,

reduces engine power at the same time. If the wheels spin when accelerating on slippery or loose surfaces, the system reduces engine power in order to increase traction.

In certain situations (for example, stuck in snow or mud), turning the traction control off may be beneficial as this allows the wheels to spin with full engine power. Turn the traction control system off through the information display.

AdvanceTrac® Stability Control System

The system helps you keep control of your vehicle when on a slippery surface. The electronic stability control portion of the system helps avoid skids and lateral slides, while the traction control system helps avoid drive wheel spin and loss of traction.

Interior Lamps

The lamps will switch on when you open any door, press a remote control button or press the overhead control.



Press to switch off the door illumination function when you open any door.

Press again to switch the door illumination function back on.

Press to turn the overhead lamps on and off.

**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 head restraint backward after it is tilted. Instead, continue tilting it forward until the head restraint 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).

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 seatback.



Seatback Recline Control

Height Adjustment Control

Dual Zone Temperature Control*



You can operate the temperature with one control, called single zone, or two, called dual zone where both driver and front passenger can select independent temperatures using their own rotary dials.

To operate the dual zone: Use the rotary control on the passenger's side. Single zone automatically shuts off. You can now adjust the driver's side and passenger's side temperatures independently.

To return back to single zone: Press and hold the **AUTO** button for 2–4 seconds. The passenger's temperature switches to the driver's temperature setting.

**if equipped*

Auxiliary Power Points



The power points may be found on the center console or on the rear of the center console, depending on your vehicle style. A power point can be used to power your smaller

electrical devices that require up to 180 watts. Run the vehicle for full capacity use of the power point.

To prevent the battery from being discharged:

- Do not use the power point longer than necessary when the vehicle is not running.
- Do not leave devices plugged in overnight or when the vehicle is parked for extended periods.

Rear Window Buffeting

You may hear a pulsing noise when one or both of the rear windows are open. Lower a front window slightly to reduce this noise.

- Press the switch to open the window.
- Lift the switch to close the window.

Folding the Rear Seats

Your rear seatback can fold down for more versatile cargo storage and transport. Your vehicle may have split seatbacks* that must be folded individually.

To lower the seatback(s), do the following:

- Remove the outboard head restraint(s).
- Press the unlock buttons located on the top outboard sides of each seatback.
- Push the seatback forward.

Note: Make sure you stow the safety belt in the belt stowage clip to prevent it from getting caught in the seat latch.



- In vehicles with split-folding seatbacks, you can flip the seat cushions forward before folding the seatback for additional cargo space.
- When raising the seatback(s), make sure you hear the seat latch into place and that no red portion is visible on the release button on both sides.

Moonroof*



The moonroof control is located on the overhead console and is equipped with a one-touch open and close feature. To stop motion during one-touch operation, press the control a second time.

- Press and release the rear of the control to open the moonroof. The moonroof will stop short of the fully opened position. This position helps to reduce wind noise.
- Press and release the control again to fully open the moonroof.
- Press and release the front of the control to close the moonroof.

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.

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 ~~(E20-E85)~~ 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.

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*.

Powershift Six-speed Automatic Transmission*



This transmission is designed for fun-to-drive performance and exceptional fuel efficiency, by using the advantages of a manual transmission with the convenience of an automatic transmission. You may notice the following characteristics of this technology:

- Mechanical noises after the engine is turned off, after the driver door is opened and during some transmission shifting events. These are normal and do not cause damage.
- Firm gearshifts when moving the accelerator pedal back and forth quickly.

Your transmission continuously makes electronic adjustments to optimize shift quality and acceleration performance. Most adjustments will be made during the first 1,000 miles (1610 kilometers) of operation. During this break-in period, slight vibrations may be felt when accelerating the vehicle from low speeds.

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*

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.

