



# DRIVING TRAINING CURRICULA





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Prepared by,

Sarvodaya Integrated Rural Development Society,  
Koppal – 583231. KARNATAKA

## DRIVING TRAINING CURRICULAM



Driving Curricula



## SARVODAYA INTEGRATED RURAL DEVELOPMENT SOCIETY, Koppal.

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### **Beginning Driver Curricula**

1. Beginning drivers under 18 years of age must complete 50 hours (3,000 minutes) of supervised driving experience in a motor vehicle as a condition of receiving a full driver license. Ten hours (600 minutes) of this experience must be completed in darkness.
2. If applying for a motorcycle license only, all 50 hours must be completed during daylight hours on a motorcycle.

This training book is intended to give a driver the tools and guidance they need to learn. Driver training in the classroom is important, but only behind-the-wheel instruction and hours of practice will make a good driver in future.

It is a simple fact that inexperienced drivers of any age are much more likely to be involved in crashes and receive traffic citations. Teenagers are also more likely to engage in risky behaviors behind the wheel.

#### **Driver's License :**

To obtain a driver's license, any new driver under age 18 must:

Complete a 30-hour driver's education course

Complete 50 hours of behind the wheel experience, including 10 hours in darkness.



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# General Tips and Practices

## For learners :

Set a good example whenever you drive. Obey all traffic laws and drive courteously. Buckle up! Be calm and patient, but alert at all times.

Sit so your left hand can be placed on the steering wheel to help guide the new driver if necessary.

Give directions well in advance. First direct where, then state the action to take (i.e. “At the second intersection, turn left”). Check the traffic conditions on all sides by yourself.

Avoid the use of terms with possible double meanings. In response to a question, say “that’s correct” instead of “right.”

For each new maneuver, guide the new driver through two or three practice trials, then allow practice without specific assistance or direction. Encourage commentary driving.

Move to a safe place and park for lengthy discussions or performance reviews.

Never place yourself or other drivers in dangerous situations. Do not attempt to practice a skill unless you and your teen are comfortable that it can be completed safely.

Enjoy the time you’re spending with your son or daughter. Remember, learning demands patience, understanding and mutual respect.

## Learning the basic driving skills

During this stage the focus is on clutch control, gear changes, stopping and starting, acceleration and slowing down and steering (this is the frustrating stage of driving).

Get the licensed driver to drive the car to a clear open road. We need a quiet road with few vehicles - a long straight road is perfect, no intersections.

**A licence to drive is not a licence to kill**





## The safe way to get started

Once a quiet road is found pull over to the side of the road, make the car safe (hand brake on, switch off the car). Change seats so the learner is in the driver's seat and adjust the seat, mirror and steering wheel as demonstrated in that chapter.

### Starting the car, in a manual car in a safe way.

Make sure you follow this procedure or else the car will more likely to take off without warning. We don't want any mishaps yet because at this stage we are doing well.

**-Press the clutch** in (left pedal) with the left leg and hold it down.

**-Make sure the handbrake is fully on.**

Anytime you put your hand brake on always make sure it is fully on, not just partly on. The car may still roll if it is not.

**-Move the gear stick to neutral**

This is the middle position that feels free when moving it from side to side the car is now considered "out of gear".

**- Start the engine with the key**, by turning the key to the right and when the engine revs up let the key go it will automatically spring back; during all of this remember you still got your clutch fully down.

### Commentary Driving

Commentary driving is the practice of verbally calling out each step needed to complete a maneuver. You and your teen should "read the traffic picture aloud." Describe anything that may affect your path of travel. For example, when approaching a red light, say: "red light ahead, check mirrors, ease off accelerator, apply brake." Take this manual along and use the lists of steps under each skill as a guide.

Learner can do this from the passenger seat before actual driving lessons begin. Also, have the student begin to judge traffic signals and stopping distances. The student should call out points where it would be safe to stop if the light were to turn yellow and at what point it would be safer to proceed through the intersection.

Keeping more than one licence is a serious offence



The trainer should call out steps while demonstrating a skill and may wish to practice while pre-driving a route. Learner should begin commentary as they become comfortable with a skill. Commentary driving can be somewhat awkward at first, but it is the most valuable tool you have for checking learners progress.

## Choosing the Right Car

Choose a mid- or full-size car with an automatic transmission. Avoid small cars, if possible. These do not afford as much protection in a crash. Sports cars and muscle cars can encourage speeding.

Beginning drivers should not be overwhelmed by their vehicle. New drivers make many common mistakes while learning, many of which are outlined in this manual. Mistakes in areas such as steering and braking are only magnified in a vehicle that is too large, too powerful or has large blind spots.

## How to Use This Book

This book is meant as a practical guide for training a beginning drivers.

Contain lists of specific skills beginners practice and master before he or she is ready to obtain a full driver license. Each skill contains a list of the specific steps necessary to accomplish the task safely. These steps can be used as specific verbal instructions to the new driver.

**The skills are divided into four levels of practice sessions:**

Level I - The Basics

Level II - Driving in Traffic

Level III - Freeway and Highway Driving

Level IV - Night and Adverse Conditions



The first smart card drivers licence system in world was issued in 1995 in Argentina



Learners/Beginners should master each level before proceeding to the next one. You may not have the opportunity to practice all of the skills listed. In these cases, simply study the procedures until the student is comfortable with the material.

## **Plan A Lesson and Pre-Drive Your Route**

Ideally, practice driving sessions should last about one hour. Go through the skills list and decide the skills you wish to work on. Plan a route that will help you accomplish the goals. It is very helpful to pre-drive the route with learners in the passenger seat.

## **Experience Log**

The Beginning Driver Experience Log found in the front of this manual must be completed in ink and submitted to the Department of Motor Vehicles at the time the learner driver applies for a full license. Note the dates and times of the experience and keep a tally of the minutes. Time spent behind the wheel with a professional driving instructor does count toward the required experience. Be sure to log the time as the course is completed.

## **Test Drives and the Drive Test**

The new driver and mentor should take a series of longer test drives when they feel the training is nearly complete.

## **Getting Ready to Drive :**

1. Check around the outside of the vehicle. Look for small children, pets and any other sort of obstruction. Check the condition of the vehicle (windows, lights, body damage, condition of the tires and fluid leaks).
2. Enter the vehicle, place the key in the ignition and lock the doors. Verify that the current certificate of registration and evidence of insurance card are in the vehicle if you are not sure of this.

**A licence to drive is not a licence to kill**



3. Identify the location and purpose of all switches, gauges, and pedals.

Example:

Look down at your feet - you will see **three pedals**. The one on the left is the **clutch** (in simple terms it basically transmits power from the engine to the wheels). Now that pedal is used by your left leg only - nothing else. The middle pedal is the **brake** (which stops or slows down the car). That pedal is used by the right leg only. The pedal on the right is the **accelerator** (which makes the car gather speed, or give it more power) that is also used by the right leg. The reason why the right leg is used by those pedals is that you are either braking or accelerating - you should not be doing both at the same time. (Stop or go). More important is that your legs hopefully will not get tangled up with each other.



Practice gear changes while the engine is off. While the engine is off let's look at the gear stick and study how we are going to change gears, remember in each car it could be slightly different, your licensed driver will help. It is better to play with them while the engine is off (much safer I think).

Practice going through the gears - first to second, second to third, third to fourth etc. Make sure you've got the clutch in when doing this. Keep practicing until you can change all the gears without looking at them. Because when we are driving we should be looking at the road not the gear stick.

A Xerox copy of DL is not acceptable



When you are confident with that, then practice going down the gears. Up the gears, and down the gears.

## **Down the gears.**

When changing down the gears you can either go down each gear just like changing up the gears or you can do the one shift change that is changing directly into the correct gear. e.g. 4th gear straight into 2nd gear. You simply do that by reaching the correct speed by braking then select the correct gear - it's as simple as that. Some drivers like the feel of changing gears and prefer to change down each gear. But I myself like to teach the one shift change to save wear and tear on my cars.

Remember the brake and clutch have no direct link, you may still need to brake while you are already pressing the clutch in to change gears.

To change down, brake to the correct speed and only then put your clutch in, change down into the correct gear then clutch out slowly. The lower the gear slower the clutch comes out. If you don't change at the correct speed you can do damage to the car. Again each car will be different but with most cars you would change down as follows.

4th to 3rd just below 50km

3rd to 2nd just below 40km

2nd to 1st just below 15km

4. Know the location of the following controls even if you are not planning to use them at the moment:
  - a. Horn
  - b. Turn Signals
  - c. 4-Way Flashers
  - d. Headlights
  - e. Windshield Wiper Switch
  - f. Parking Brake and Release Lever
  - g. Air Conditioner/Heater/Defroster

**Always carry original driving licence**



5. Adjust the seat and, if equipped, the steering column. Your body should be about 10 inches back from the steering wheel with or without an air bag. Your foot should be able to pivot smoothly from accelerator to brake while the heel is kept on the floor. The top of the steering wheel should be no higher than the top of the shoulders.

## **How to adjust the seat:**

When adjusting the seat in the car:

The clutch pedal located on your left, should be depressed in to the floor and the seat adjusted so the left leg has a slight bend in it (about 15 degrees). The leg should not be fully extended. Push your shoulder into the back of the seat, and put your arms out in front of you at the top of the steering wheel, now adjust the back of the seat so your wrists are on top of the steering wheel rim (not your hand or arm but your wrist).

6. Adjust seat head restraints to a level even with the back of the head.
7. Adjust the inside mirror so that it frames the rear window.
8. Outside mirrors should be adjusted to reduce blind spots and provide maximum visibility. Seated in an upright position, you should lean your head to the left about five inches and adjust the left mirror so that the rear fender is just visible on the right edge of the mirror about a half inch up from the bottom. To adjust the right mirror, lean your head to the right about five inches, and adjust the mirror so that the rear fender is just visible on the left edge of the mirror about a half inch up from the bottom. When seated in an upright position, you will not see the sides of the vehicle in the mirrors.
9. Fasten and adjust safety belts. Make sure passenger is properly belted. Lap belts should be positioned firmly across your hips while the shoulder belt is firmly across your shoulder

## **Starting the Engine**

1. Place foot on brake pedal and ensure gear selector is in Park or Neutral.

**Driving without DL will attract spot fine**



2. Turn Ignition switch to on, check dash lights and instruments (ABS brakes, air bags, fuel level, etc.). Start the engine.
3. Turn on low-beam headlights, even in the daytime. Your vehicle is visible at twice the distance with your headlights on.

## Steering Methods

Most modern driving courses teach students to place their hands at about 8 o'clock and 4 o'clock on the wheel, rather than 10 and 2.

Do not teach the student to let the steering wheel slip through his or her fingers. The driver should reverse the hand and arm movements made during the turn when coming out of a turn. This "counter-steering" makes for smooth turns and will also help in skids and driving on snow and ice.

Overall, there are two generally accepted steering methods: Push-Pull and Hand-over-Hand.

### Push-Pull

The following method is recommended because it slows down your turning movements, making for a smoother, safer turn. It also keeps both hands on the steering wheel through the entire maneuver.

### Left Turn

Start with your hands at the proper placement of 8/4 o'clock. Pull down with your left hand to approximately 7 o'clock, and then push up with your right hand until it reaches approximately 1 o'clock. Repeat this pattern until you complete your turn. Counter-steer to straighten out the vehicle.

### Right Turn

Start with your hands at the proper placement of 8/4 o'clock. Pull down with your right hand to approximately 5 o'clock then, push up with your left hand until it reaches approximately 11 o'clock. Repeat this pattern until you complete your turn. Counter-steer to straighten out the vehicle.

If convicted for drunken driving, the licence shall be suspended for a period not less than six months.



## Hand-over-Hand

When turning the vehicle with this method, you will need to be careful to keep your speed down. This method allows for quicker wheel movement, but there will be times when you will only have one hand on the wheel. For this reason we recommend using the push-pull method. For a right turn (reverse for a left):

1. Begin the turn with your hands at the proper positions.
2. Lean forward and grasp the outside of the rim at the 1 o'clock position with your right hand (for a right turn) palm down.
3. Lean back and pull with your right hand to the 5 o'clock position.
4. Lean forward and grasp the outside of the rim with your left hand, palm down, at the 1 o'clock position.
5. Lean back and pull to the 5 o'clock position with the left hand.
6. Repeat the process until the front wheels of the vehicle are at the desired angle. Before you straighten out, return your hands to the original (8 and 4 o'clock) positions. Counter-steer to straighten out.

## Do Not Cross Your Arms

- It is OK to cross your wrists while turning. You should not cross your arms.
- Your clothing and jewelry may interfere with safe turning.
- You would suffer more serious injuries should the air bag deploy.



**Worng**



**Right**

Roads are not race tracks. Death rides with the Rash driver





## **How to adjust your mirrors:**

The mirrors should be adjusted so when you look into them, you are only moving your eyes not your head.

### **The centre mirror:**

The top of your mirror should run along the top of your back window, you should be able to see the whole back window.

### **The side mirrors:**

On a flat road, you should see road from the middle of the mirror to the bottom of the mirror, and from the middle of the mirror to the top of the mirror you should see houses, trees, sky etc.

The bottom corner near the door of the mirror you should be able to see the back door handle.

## **Backing, Moving Forward and Stopping Backing**

Common mistakes committed by new drivers when backing are moving too fast, providing too much steering input and turning the steering wheel in the wrong direction.

1. With foot on brake, move gear selector lever to “R” [reverse].
2. Grasp steering wheel at 12 o’clock with left hand.
3. Turn to the right and place right arm over the back of the seat.
4. Look over your shoulder through rear window.
5. Use idle speed or accelerate gently and smoothly, keeping speed slow.
6. Turn the wheel to the right to back to the right; turn to left to back to the left.
7. Continue looking to the rear until coming to a complete stop.

### **Moving Forward**

1. With foot on brake, move gear selector lever to “D” [drive].
2. Check forward for safe path.
3. Check for traffic to the sides and behind.
4. Signal if pulling away from a curb.
5. If safe, pivot foot to accelerator and press gently.
6. Look at least one block ahead and steer toward a reference point.

**A little care makes accidents rare**



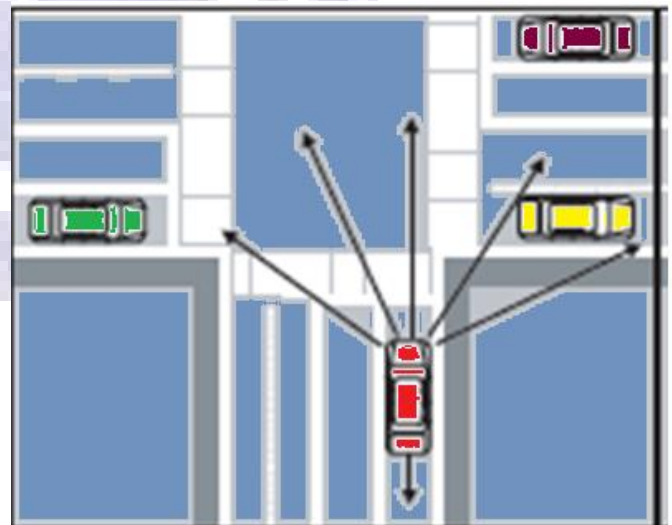
## Stopping

1. Check your mirrors. If you are parking at a curb, check over the right shoulder and signal.
2. Release accelerator, pivot foot to brake pedal.
3. Press brake pedal with a steady pressure for a smooth stop.
4. If stopping at a sign or signal, stop behind the sign, limit line or crosswalk as appropriate.
5. If parking at a curb, move to within 18 inches of the curb.

## Stop Signs

1. Come to a full stop behind the stop sign at the crosswalk or stop line. If your view of the cross street is blocked, slowly move forward to determine when it is safe to proceed.
2. If no signs or markings exist, you must slow down and stop, if necessary, at the point nearest the intersection where you have a view of approaching traffic on the through highway.
3. Give right of way to pedestrians and to any cross traffic before moving forward.
4. At a 4-way stop, you must wait for vehicles within the intersection and for those who reach the intersection before you do to go first. Wait your turn!

*Look in all directions before completing a turn. Look over your right shoulder first if merging into a bicycle or turn lane*



**A licence to drive is not a licence to kill**



# Turns

Beginners first practice turns should be done in a large, open parking lot or other area without traffic. Practice right turns first. When you begin completing turns on streets with traffic, be sure to give the instruction to turn at least 200 feet in advance. To help judge distances in feet, note that light poles on city streets are typically about 100 feet apart.

1. Make sure you are in the correct lane well ahead of time. Check traffic in all directions.
2. Signal your turn at least 100 feet ahead on city streets and 300 feet on freeways and highways.
3. Watch for and obey traffic signals, signs and pavement markings that direct your movement.
4. Allow time and space to make your turn safely. Slow down.
5. Leave your wheels pointed straight ahead when stopped.
6. Yield the right-of-way to pedestrians and other traffic. Double check for pedestrians on left turns.
7. Steer through the turn and accelerate to the speed of traffic. Be sure your turn signal is off. Travel a minimum of 150 feet before changing lanes.

When turning right, you must be in the extreme right-hand travel lane. If there is a curb, check your passenger side mirror and position your vehicle two feet from the curb (just to the left of the gutter strip). If a turn lane is provided, check your mirrors and blind spot before entering. You may enter the turn lane only if you are making a right turn, and may not travel through an intersection while driving in the right-turn lane. Turn into the right-hand lane of the roadway you are entering. If you then need to change lanes, signal and proceed carefully to the next lane only after you have traveled 150 feet.

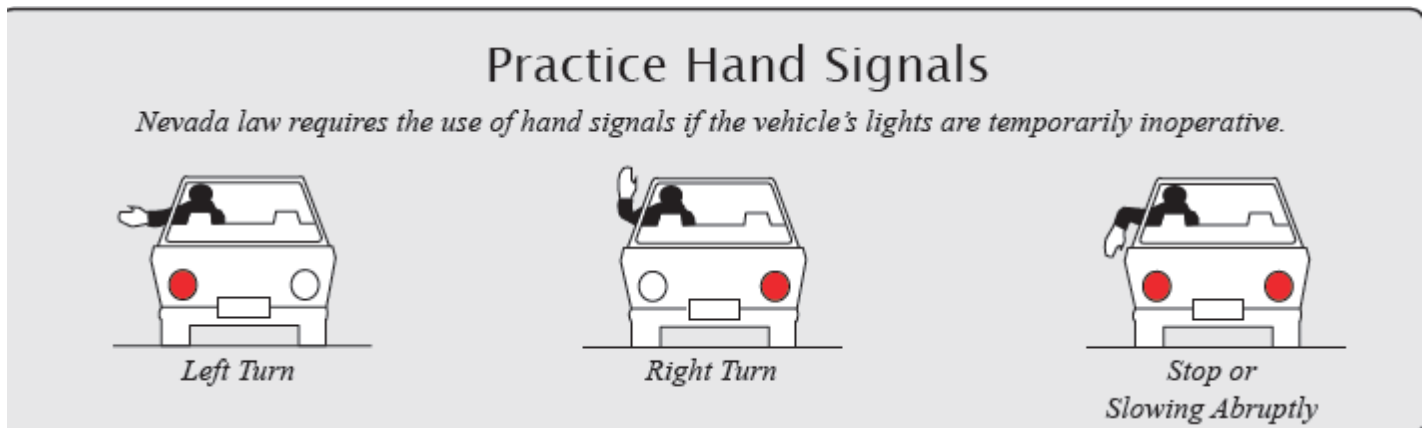
When turning left, check your mirrors and blind spot before entering a turn lane. Double check for pedestrians and bicycles.

**Shining bright lights on each other is not road safety**



Keep your wheels pointed straight ahead if you must stop. Complete the turn into the traffic lane closest to you going in your intended direction. If you then need to change lanes, signal and proceed carefully to the next lane only after you have traveled 150 feet.

## Practice Hand Signals



## Parking

This syllabus will allow motorists to park up to 18 inches away from a curb. You should, however, learn to park much closer. Laws in other states vary. Vehicles parked far from the curb can present a safety hazard on narrow streets.

### Parking at a Curb

1. You must park with the right-hand wheels parallel to and within 18 inches of the right-hand curb.
2. Your vehicle should be visible for 200 feet in each direction on highways, curved streets, etc.
3. Choose an available space and signal 100 feet in advance.
4. Slow and steer smoothly into the space as you come to a complete stop.
5. Shift to park, turn off the engine and set the parking (emergency) brake.

**Do not jump signals**



6. Before opening your door to get out, look carefully for bicycles and other vehicles.
7. Lock your vehicle and take the keys.

When a roadway has no curb or other barrier, and there are no parking signs or markings, you should park parallel to the road. You must park completely off the road if possible in a spot with a clear visibility of 200 feet.

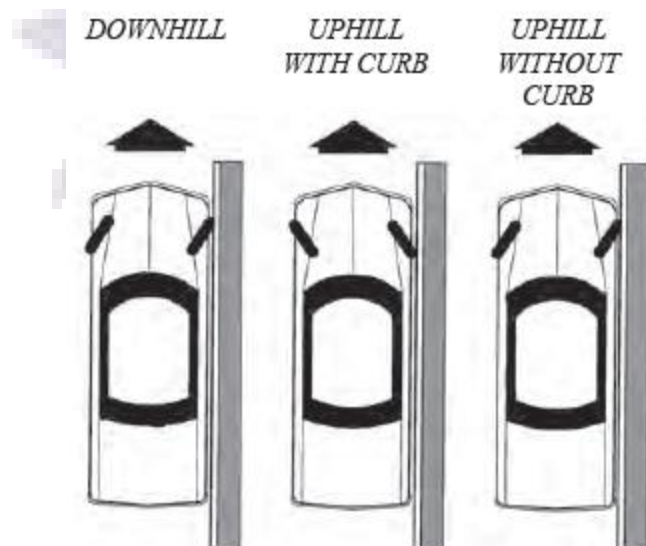
## Hills

1. Bring the vehicle to a stop parallel to and within 18 inches of the road edge.
2. Turn the steering wheel sharply in the direction indicated by the graphic while moving slowly forward.
3. Stop when the tire closest to the side of the road reaches the edge of the road or as it touches the curb.
4. Secure the vehicle.

## To re-enter traffic:

1. Check behind your vehicle.
2. Straighten the wheels while moving slowly back.
3. Ensure adequate space ahead to complete the entry.
4. Signal and check for oncoming traffic before entering the travel lane.

*Place photo uphill & downhill of the following picture*



Clean the windscreen before driving



## Angle

At first, practice parking in empty lots. Park next to other vehicles only as the new driver's skills improve.

1. Identify an open space in which the new driver should park.
2. Position the vehicle well away from this space.
3. Signal intentions.
4. Move forward slowly until the front of the vehicle reaches the near side of the parking space, and then turn left or right as appropriate, looking up the middle of the space.
5. Center vehicle in the parking space.
6. Move to the front of the parking space, stop, and secure vehicle.

### **To exit:**

1. Start the engine, place foot on brake and shift to reverse.
2. Check for traffic in all directions, then look through the rear window.
3. Move straight back until you can see in the direction you want to turn.
4. Turn the steering wheel in the direction that the rear of vehicle should move.
5. When the car clears the parking space, stop, shift to drive, look in the direction you will be traveling and steer toward a reference point.

## Perpendicular

1. Identify the space in which the new driver should park.
2. Position the vehicle well away from this space.
3. Signal intentions.
4. Move forward slowly until the outside mirror is even with the first line of the space, then turn left or right as appropriate looking up the middle of the space to center the vehicle.
5. Move to the front of the parking space, stop, and secure the vehicle.

**Donate blood!! But not on roads!**



## To exit:

1. Place foot on brake, start the engine and shift to reverse.
2. Check for traffic in all directions, and then look through the rear window.
3. Back straight, slowly with your foot resting on the brake pedal until your windshield is even with the rear bumper of the vehicles parked to either side.
4. Turn the steering wheel in the direction that the rear of the vehicle should move.
5. When the car clears the parking area, stop, shift to drive, look in the direction you will be traveling and steer toward a reference point.



## Parallel

Parallel parking requires a lot of practice and patience. When beginning, find areas where parking spaces are wide. Use smaller spaces as your teen's skills improve.

1. Slow down well in advance and signal (100 feet ahead).
2. Stop parallel to the vehicle you are going to park behind with the rear bumpers in line, and two feet between vehicles.
3. Shift to reverse, check traffic and look to the rear in the direction the vehicle will be moving.
4. Back very slowly, turning the steering wheel in the appropriate direction. Continue backing until your shoulder is in line with the rear bumper of the vehicle you are parking behind.

Don't be a fool, follow the 3 second rule



5. Back slowly while turning the steering wheel back to center steer. Continue backing until the corner of front bumper is in line with the rear bumper of the vehicle ahead of you.
6. Look to the rear and backing slowly, turn the steering wheel rapidly as appropriate. Stop before touching the bumper of the vehicle to the rear.
7. Shift to drive, adjust vehicle in the parking space, shift to park and secure the vehicle.

## To exit:

1. Place foot on brake, shift to reverse and back as near as possible to the vehicle behind you.
2. Signal. Check for a safe gap in traffic (up to 8 or 9 seconds).
3. Shift to drive and move forward slowly, steering into traffic lane.
4. Check to make certain that your front bumper will clear the car ahead of you.
5. Straighten wheels and move forward until center door post is in line with back bumper of parked car.
6. Steer into appropriate lane of traffic. Travel at least 150 feet before a lane change.

## Highways and Freeways

This skill should not be practiced in high-traffic areas. Do not stop on a freeway except in an emergency.

1. Leave enough space for other vehicles to pass safely.
2. Park with all four wheels well off the pavement, if possible.
3. Vehicle should be visible from 200 feet in either direction if possible.
4. Use your parking lights or 4-way flashers if visibility is poor, or if it is between sunset and sunrise.
5. When you have to use emergency parking areas, always use your 4-way flashers or parking lights.

Drive carefully, to live joyfully





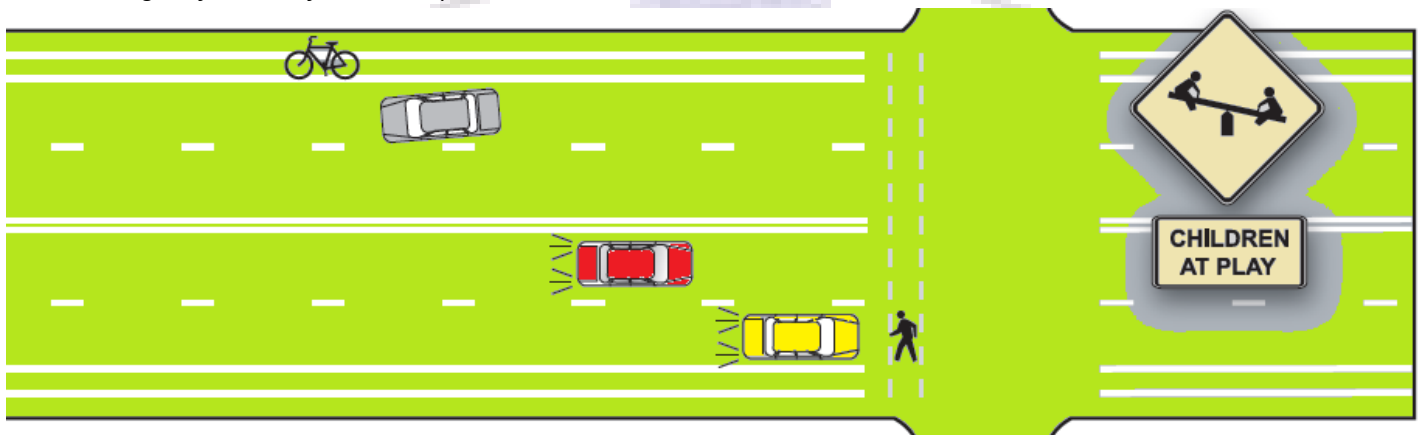
## Bicycle and Pedestrian Laws

Sharing the road safely is the responsibility of everyone involved. These outlines specific rights and responsibilities for motorists, bicycles and pedestrians. Here are the rules for drivers:

- You must always exercise due care to avoid any type of collision.
- Yield to bicycles and pedestrians at intersections as you would for other vehicles.
- Yield to a pedestrian in a crosswalk on your side of the street or to any pedestrian who might be in danger.
- You must move into an adjacent lane to the left when passing a bicycle if a lane of travel in the same direction is available and it is safe. If not, you must pass with at least three feet of clearance.
- In school zones, traffic in both directions must yield and wait for all persons, including any crossing guard, to completely clear the crosswalk. See page 23 for more information on school zones.
- Yield at all times to a blind person using a white cane or service animal.
- You must stop or slow down before passing another vehicle stopped in a travel lane until you have determined whether that vehicle is stopped for a pedestrian.
- You may not drive or park in a bicycle lane or path unless you are turning or in an emergency.

*Motorists are responsible for passing bicycles safely. Cyclists must obey all traffic laws and ride to the right unless making a left turn or if conditions prevent it.*

*Small Children act impulsively and cannot judge speed or distance. So be extra Cautious!*



Motorists must yield to pedestrians in crosswalks. Pedestrians must yield outside of crosswalks. If a vehicle is stopped for no apparent reason, you must also stop until you determine it is safe to pass.





# LEVEL II

## Road Markings & their importance

Road marking represents lanes, medians, cross ways etc. are drawn in white, black & yellow colours.

Different road markings are as follows :

- 1) Stop line in white
- 2) Median (dividing) line in yellow or white at the centre of the road
- 3) Kerbs in black & yellow at the edge of the road to indicate danger
- 4) Lane marks in dotted white line
- 5) Zebra stripes for crossing the road in white angular lines for the benefit of pedestrians

## Importance of road markings:

- 1) **Dotted line in the centre of the road** : This is the median line in which vehicles can cross this without causing obstruction to the other vehicles & resume their original lane.
- 2) **Continuous white line in the centre of the road** : Do not cross this line except in emergencies without causing inconvenience to other road users. Revert to original lane early. **Unbroken yellow line in the centre of the road**: Do not cross this line for any reason.
- 3) **Double solid yellow lines in the centre of the road** : These markings promote road safety & ensure smooth flow of traffic.
- 4) **Yellow box junctions** : These are yellow crossed diagonal lines within the box. The vehicles should cross it only if they have clear space available ahead of the yellow box. In this marked area vehicles must not stop even briefly.

Help the traffic police to help you



## Keeping your Distance

New drivers should practice counting seconds and develop their visual search skills from the passenger seat first. Mastering these skills before actually driving in traffic will help build overall confidence.

You may also wish to have the new driver begin judging traffic signals verbally. As you approach a signal, have the student call out points where it would be safe to stop if the light were to turn yellow and at what point it would be safer to proceed through the intersection.

## Following Distance and Counting Seconds

Many older drivers were taught the “Two-Second Rule” for following distance. Most driving instructors now recommend four seconds on all streets and five seconds at highway speeds.

1. Note when the vehicle ahead passes a point of reference that will not move (pole, bridge, etc.)
2. Begin counting “one thousand and one...one thousand and two...one thousand and three...one thousand and four.”
3. Your vehicle should not pass that same reference point before you count “one thousand and four.” If you do, you are following too close. Drop back.
4. Increase the following distance to 5 seconds above 40 mph.
5. Other traffic may enter this cushion. Be prepared to brake and drop back to a safe distance.
6. Adjust your following distance in bad weather and for other factors that affect your stopping distance.

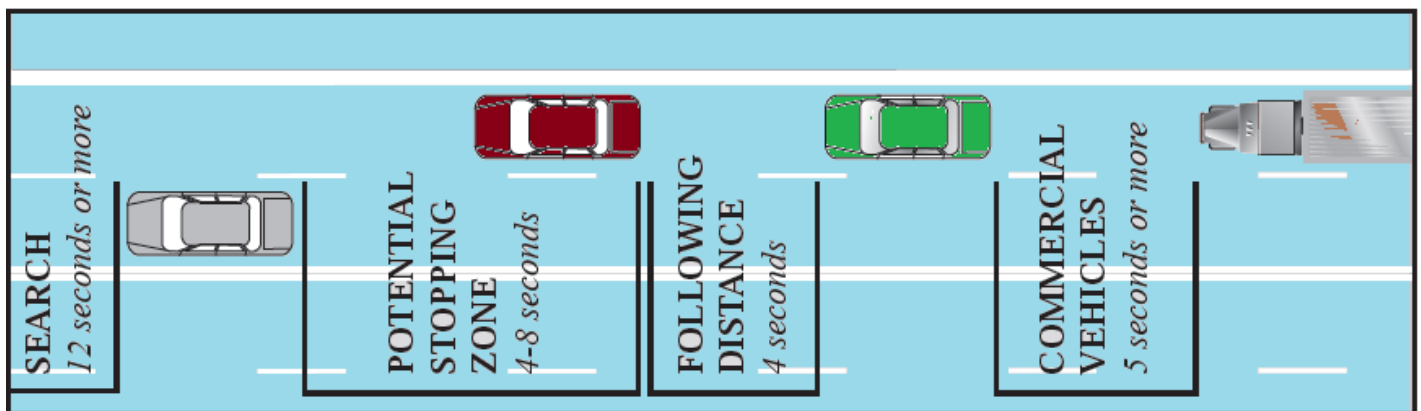
## Visual Search Skills

Many drivers, both new and experienced, have a tendency to look at the road immediately in front of the vehicle and at lane markings. In reality, safe driving requires that drivers be aware of objects and conditions 12 to 20 seconds ahead. When traveling 25 to 30 mph, 12 seconds equals about one city block. At highway speeds, drivers should look 20 to 30 seconds ahead.

Horn with reason



1. Identify points 20 to 30 seconds ahead and make this longer search range a habit.
2. Make quick glances to the left and right to identify “escape paths,” areas 12 to 15 seconds ahead into which it is possible to steer if a problem should develop.
3. Identify zones where you may have to stop 4 to 8 seconds ahead. Check for shadows and movement around parked vehicles and shrubbery that could indicate the presence of children or animals.
4. Identify a following distance of 4 seconds.
5. Check traffic to the rear prior to slowing.



## Understanding Stopping Distances

Stopping times and distances are longer than you may think. If you double your speed – say from 30 mph to 60 mph – your braking distance does not become twice as long, it becomes four times as far.

It is important to understand stopping distances in order to judge safe following distances. Total stopping distance consists of the following:

**Perception Distance** – is the distance your vehicle travels from the time your eyes see a hazard until your brain recognizes it.

**Reaction Distance** – is the distance traveled from the time your brain tells your foot to move from the accelerator until your foot is actually pressing the brake pedal.

**Braking Distance** – is the distance it takes to stop once the brakes are applied.

**Slow down!!! Your family will be waiting for you**



Traffic safety studies consistently show the combined perception and reaction time is two seconds or more under the best of conditions. Driver fatigue or illness will increase reaction time.

Your braking distance increases dramatically at higher speeds. Braking distances also increase with weight. A full-size SUV requires more distance than a small economy car.

Wet roads, gravel or sand on the roadway, ice, and snow will increase braking distance. Under these conditions, allow yourself two to three times the normal following distance.

## **Commercial Vehicles**

Commercial drivers often maintain much more than four seconds of following distance because they need this extra space to stop. Do not cut in front of trucks and buses. An average passenger car weighs about 3,000 pounds. The weight of an empty semi-tractor and trailer combination is 36,000 pounds or more. Loaded trucks can weigh up to 80,000 pounds. Commercial vehicles also have much larger blind spots. Stay out of the “No Zones” where drivers cannot see you.

## **Driving in Traffic**

Watch your teen carefully during the first few lessons in traffic. If the new driver feels threatened, he or she may need additional time in a more controlled environment.

## **Entering Traffic from the Curb Side**

1. When parked on the side of the roadway, check traffic to the rear, side and front.
2. Signal intentions, check mirrors, look over the shoulder and identify a one-half-block gap in traffic.
3. Look as far ahead as possible along the projected path of travel.
4. Accelerate smoothly and steer into intended path of travel.
5. Cancel turn signal and search one and a half to two blocks ahead along the path of travel.
6. Accelerate to the speed of traffic but not faster than the posted limit nor more than 5 mph slower.

Life don't have reset button. “Drive safe”



## Entering Traffic from a Parking Lot or Intersection

1. While stopped with turn signal on, check traffic to the rear, sides and front.
2. Identify a gap in cross traffic of at least half a block. If turning right, the approaching traffic on the left should be 6 to 8 seconds away. If turning left, traffic on the left should be 6 to 8 seconds away and traffic on the opposite side approaching on your right should 7 to 9 seconds away.
3. Look as far ahead as possible along the projected path of travel.
4. Accelerate smoothly and steer into intended path of travel.
5. Cancel turn signal and search one and a half to two blocks ahead along the path of travel.
6. Accelerate to the speed of traffic but not faster than the posted limit nor more than 5 mph slower.

## Driving through Intersections

1. On any street, when intending to cross or turn, driver behavior is critical at intersections. When approaching any intersection, whether uncontrolled or controlled by signs or signals, take the following safety precautions:
2. Search all corners of the intersection for traffic controls, pedestrians, etc.
3. Search the lanes ahead to ensure you will not have to stop in the intersection.
4. Check following traffic (the rear-end collision is by far the most common type of crash).
5. Prepare to brake 100 feet in advance. In most traffic conditions, you should pivot your foot off the accelerator and position it over the brake. This will have you prepared to stop in case of an emergency or should the light change from green to yellow.
6. Look left 100 feet from the intersection. Scan for pedestrians and bicyclists.
7. Look right approximately 50 feet from the intersection.
8. Look left when entering, then straight ahead, then right  $\frac{1}{4}$  of the way through the intersection.
9. Accelerate through the intersection if safe.

Lane driving is sane driving



## Intersections

### Turning at Intersections

Reinforce the turning lessons from Level I (page 13):

1. Check following traffic, signal and slow down at least 100 feet in advance.
2. Scan all directions for traffic, pedestrians and bicycles.
3. If stopping, stop behind the signal, limit line or crosswalk as appropriate. Leave wheels straight.
4. Proceed when safe and travel at least 150 feet before any lane change.

### Multiple Turn Lanes at an Intersection

1. Identify which of the multiple lanes you will use as soon as they are visible.
2. Signal 100 feet before entering the turn lane.
3. Complete the lane change safely (maintain following distance, identify gap, check blind spots).
4. Check intersection for traffic control devices, oncoming and cross traffic, pedestrians, etc.
5. Stop if required. Ensure the turn signal remains on.
6. When the signal turns green, look left and right to ensure your path is clear of traffic and pedestrians.
7. Steer into the lane corresponding to the one from which the turn was made.

### Right Turn on Red

If it is not clear or safe to complete a right turn on red, you do not have to do it.

1. Come to a complete stop behind the limit line or crosswalk. Leave wheels straight.
2. Know the speed limit of the street you are pulling on to. Remember traffic may flow at 5 to 10 miles per hour over the posted speed limit.
3. Scan all directions. You must be able to see clearly to your left and right for 2 blocks without pulling into the crosswalk.

If you don't have traffic sense you will find in yourself in ambulance





4. Look to the right and in your right blind spot for pedestrians and bicyclists who may be entering the intersection.
5. Look to the left and judge the oncoming traffic:
  - Do I have enough time and space?
  - How fast is traffic moving towards me? (Check for motorcycles and vehicles changing lanes.)
  - Can I gradually accelerate?
  - Am I comfortable doing this?
  - Should I wait for a green light?
6. Complete the turn only if it is safe.

Practice u-turns in areas with little or no traffic at first. Do not attempt them in traffic until the student has mastered judging space and maneuvering the vehicle. U-turns using alleys or driveways should never be attempted on busy streets.

## Basic U-Turns

U-turns are generally allowed on any road when they can be made safely. They are prohibited anytime a traffic sign or signal prohibits them, in business districts except at an intersection, on curves and near a grade where there is less than 500 feet of visibility in both directions.

1. Scan ahead for an intersection or appropriate area to make the turn. Make sure that a U-turn is not illegal in this location. Ensure the street is wide enough to accommodate the turn radius of your vehicle.
2. Signal, merge into the left lane or turn lane, if necessary, signal and slow down or stop.
3. Scan again to be sure that you have enough room to make the turn without hitting the curb or any parked cars. Look for pedestrians and vehicles that may be turning right at the intersection.
4. Check for oncoming traffic and traffic in all directions.
5. Release brake, use idle speed or press the accelerator lightly at the same time while turning the steering wheel as far as it will go in the direction you want to turn.
6. Lift your foot off the accelerator and coast through the turn. Press the accelerator lightly as needed.
7. Steer smoothly into the travel lane and accelerate.

Normal speed meets every need



## **U-Turn Using an Alley or Driveway on the Right**

1. Signal a right turn 100 feet in advance, check traffic to the sides and rear of the vehicle.
2. If safe, stop just beyond the alley or driveway and shift to reverse.
3. Back slowly (looking through the rear window) until the rear bumper of the vehicle reaches the near edge of the driveway.
4. Turn steering all the way to the right as you continue backing slowly.
5. Straighten the wheels as the vehicle centers in the driveway.
6. Stop as the vehicle clears the edge of the road.
7. Signal a left turn, shift to drive, check traffic in both directions.
8. Complete the left turn smoothly when safe.

## **U-Turn Using an Alley or Driveway on the Left**

1. Select a driveway where the view will not be blocked when backing into the street.
2. Signal intention to turn left and check the mirrors. Slow down, stop if necessary.
3. Turn into the driveway or alley as near as possible to the right side.
4. Stop as the rear of the vehicle clears the curb or edge of the driveway.
5. Signal a right turn, shift to reverse and check traffic in all directions.
6. When safe, back slowly while turning the steering wheel to the right.
7. As vehicle centers in nearest lane, straighten wheels, stop, shift to drive.
8. Move forward smoothly, adjust the vehicle position and cancel the right signal.

## **School Zones & Buses**

### **School Zones**

Drive safely around kids! Crashes and injuries in school zones are on the rise despite improvements in bus safety and school zone signage. School police are now allowed to issue citations on nearby streets.

**Road safety is state of mind, accident is absence of mind**



1. You must stop for a school bus displaying flashing red signals. You do not have to stop if you are traveling in the opposite direction on a divided highway (lanes are separated by a physical barrier).
2. When approaching a school zone, note whether you must slow down (lights are flashing or you are within the posted times).
3. Slow to the posted speed before you enter the school zone and maintain that speed until after the end.
4. You must yield to children in crosswalks and obey the directions of any crossing guard.
5. You must wait for all persons, including the guard, to completely clear the crosswalk before proceeding. Watch for children between parked cars and around buses.

## Parking in a School Zone

Drivers should always be cautious about the speed limit near school zone & follow rules & regulations.

## Using Lanes

These skills should be practiced on multi-lane arterial streets with some traffic present. Speeds should range from 35 to 45 mph. It is important to reinforce visual search and following distance skills.

The new driver must learn how to anticipate the actions of other drivers and other roadway users such as bicyclists, pedestrians and animals. There are important habits you need to develop:

**Scan Ahead:** This gives you the time and space for decision making and vehicle control. Reinforce the practice of searching ahead at least 12 seconds.

**Scan the Ground:** Looking at sidewalks, parked cars and the vehicles in front of you will alert you to pedestrians, bicycles and vehicles about to change lanes.

Safety is everyone's responsibility



**Keep Scanning:** Don't allow your eyes to rest in one area. Keep them moving to see all of the changes in conditions as you drive up your intended path of travel.

And also check what the other driver or the pedestrian doing? Where is their attention directed? Identify possible conflicts well in advance and take action to compensate.

## Changing Lanes

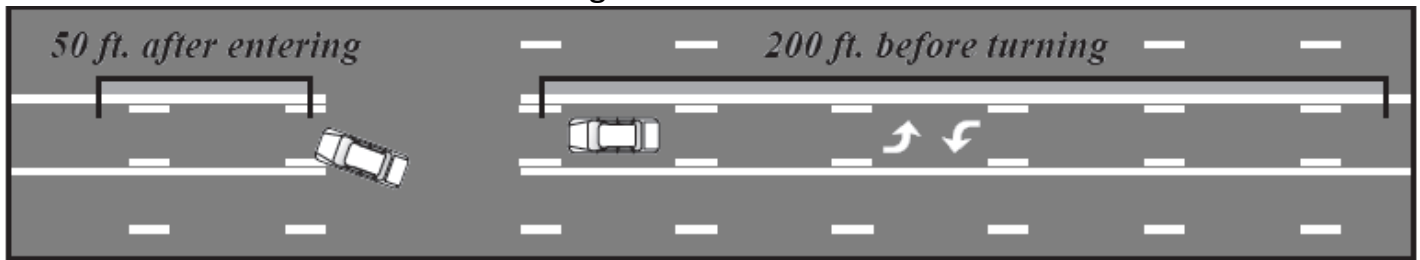
Beginning drivers tend to drift in the direction of a visual check when changing lanes. Have the new driver practice checking blind spots and judging safe distances before actually making a lane change. Maintain a 4-second following distance to better ensure a clear view ahead.

1. Check traffic ahead, behind, and to the sides.
2. Maintain a 4-second following distance.
3. Identify a 4- to 5-second gap in traffic.
4. Signal at least 100 feet in advance.
5. Check your rearview mirror, then your outside mirrors.
6. Check traffic in front of your vehicle again. Changing conditions in the original lane could result in a rear-end collision.
7. Check your blind spot by looking over your shoulder. On streets or freeways with three lanes or more, look for other vehicles that may be trying to merge into the same space you are.
8. Steer into the new lane while looking up the middle of the new lane. Maintain speed.

## Center Left Turn Lane

The solid yellow center line in a shared left turn lane means you cannot use the center lane for passing. The broken yellow lines show that vehicles traveling in either direction may use the center lane to make left turns. You may not travel more than 200 feet before turning. When turning left from a side street, you may not travel more than 50 feet in the center turn lane before merging into traffic.

Traffic rules are life saving tools



1. Check the shared left turn lane for vehicles ahead.
2. Signal left turn 100 feet before the merge, check mirrors and look over your left shoulder to check the left blind spot.
3. Steer smoothly into left turn lane no more than 200 feet before the turn, slow down.
4. Stop, if necessary. Leave wheels straight.
5. When safe and legal, choose an appropriate gap in the oncoming traffic and complete the left turn.

## Roundabouts

1. Roundabouts and traffic circles are circular intersections used to decrease speeds on a street. Entry is controlled by yield signs. Traffic runs in a counterclockwise direction only. Motorists should not stop inside. There are no set rules for turn signals when you enter a roundabout, since traffic is one way. You should always signal right when exiting.
  - As you approach, choose which lane to use just as you would for any other intersection. To turn right, choose the right-hand lane.
  - To go straight, choose either lane.
  - If you are going to any other exit, choose the left lane.
2. Slow down and prepare to stop as you would for any intersection with a yield sign.
3. Scan in all directions, yield to traffic already inside the roundabout and to pedestrians and bicyclists crossing at the corners.
4. Enter the roundabout when there is a safe gap in traffic. Traffic runs counterclockwise only. Never attempt a u-turn at a roundabout entrance.

Every road user must know the ROAD MANNERS



5. Signal right before you exit the roundabout. Check your right blind spot if you are exiting from the inside lane of a two-lane roundabout.
6. Never change lanes. If you miss your exit, continue around until you return to your exit.



Do not use cell phones while driving



# LEVEL III

## Freeways

It is important that you master entering and exiting the freeway before moving on to lane changes and passing. You may wish to drive in the right lane only for the first few sessions, particularly if the traffic flow is going too fast. Common errors made by beginning drivers include:

- Speed too slow
- Poor judgement of space and gaps in traffic
- Crossing solid lines and merging too early
- Drifting toward a visual check

## Entering a Freeway

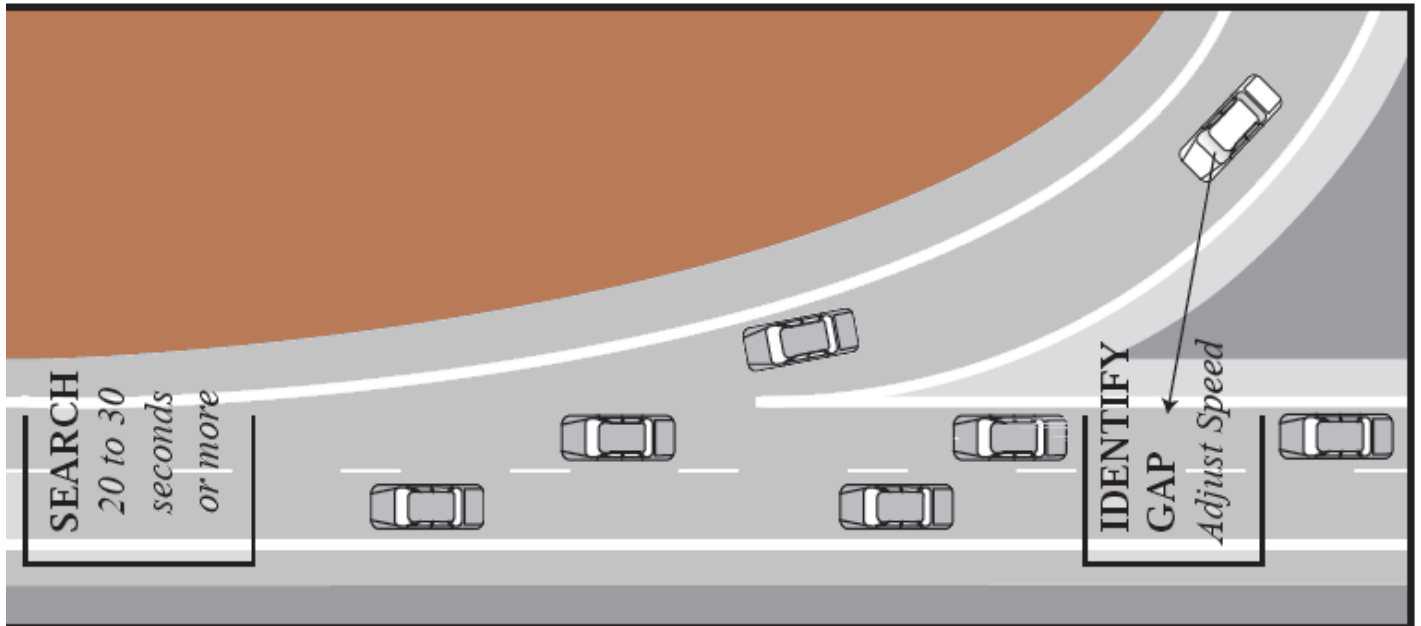
Take your time if the freeway has an extra exit lane between the on-ramp and the next exit. There is no rush to get into or out of these lanes. Watch carefully for vehicles merging to exit.

1. Scan ahead as far as possible when approaching a freeway. Look for signs that indicate the location of the on-ramp for the direction you wish to travel.
2. Longer on-ramps or curved ramps may have a posted speed limit you must obey until you reach the acceleration lane.
3. Scan ahead on the ramp and scan the traffic on the freeway for a 4-5 second gap as you accelerate.
4. As you move down the ramp into the acceleration lane (marked by a white line on the driver side of the vehicle), signal 300 feet in advance and accelerate to the freeway speed limit.
5. Accelerate slightly faster or slower to place your vehicle in a position to merge smoothly into traffic. Do not stop or slow down before merging unless absolutely necessary.

Caution and care make accidents rare



6. As you near the end of the acceleration lane, check your mirror and blind spot and time your entry into traffic flow.
7. You must yield to traffic already on the freeway if there is a conflict.
8. Cancel the turn signal when the merge is completed.



## Lane Usage

Beginning drivers should master lane changes on slower streets before driving on a freeway.

**Right lane** – Slower-moving traffic, and traffic that wants to exit on the right.

**Center lane** – Traffic that is traveling on the freeway for several miles. This lane allows the driver to go to either side in an emergency.

**Left lane** – Faster-moving traffic and passing.

## Exiting a Freeway

1. Scan ahead as far as possible for signs indicating the proper lane for the exit to your destination. Major interchanges may have multiple off-ramps that can be confusing.

Alert today, alive tomorrow





2. Signal at least 300 feet in advance before changing lanes or exiting.
3. Check the right rear area over your shoulder quickly and merge into the exit lane.
4. Maintain freeway speed until you reach the deceleration lane (marked by the solid white line).
5. Reduce to the speed limit posted for the exit ramp. These speed limits are set for each individual ramp to allow you to use that specific ramp safely.
6. Cancel the turn signal.
7. Adjust speed and position, signal and merge if necessary for stopping and entering the other roadway.

## Highways & Passing

Initial practice on open highway driving, especially on passing, should take place on four-lane highways. Complete passing maneuvers as though you were on a two-lane road. Make sure you can complete the pass before any oncoming cars approach on the opposite side of the four-lane roadway.

### Driving on an Open Highway

Driving on open highways is similar to freeway driving, but the driver must also search for conditions not normally present on a controlled-access freeway.

1. Stay alert! Scan in all directions continuously and look ahead at least 20 to 30 seconds.
2. Scan the sides of the road, in particular, for intersections, pedestrians, bicyclists and animals.
3. Maintain a following distance of five seconds or longer. This is particularly important on two-lane highways, grades and curves.
4. Signal 300 feet or more in advance of a lane change, pass or exit.

### Negotiating Curves

1. Obey speed limits posted for curves. These are set to enable you to safely negotiate each curve.
2. Look ahead through the curve as far as possible.

Biggest car parking in the world is built in West Edmonton Mall of Canada. Where 30,000 cars can be parked at a time.



3. Ease off accelerator and reduce speed before the curve.
4. Do not brake during the curve.
5. Maintain the vehicle path in the center of the lane as much as possible during the curve.
6. Accelerate slightly through the curve if necessary.

## Passing

1. Obey lane markings and posted No Passing zones. On a two-lane road, you may not pass within 100 feet of an intersection or a railroad crossing.
2. Check for oncoming vehicles, vehicles slowing ahead of you and the sides of the road for vehicles at intersections, pedestrians, bicyclists and animals.
3. Check mirrors and blind spots. Signal at least 300 feet before you initiate the pass.
4. Remain at least two seconds behind the vehicle to be passed.
5. Steer smoothly into the passing lane.
6. Maintain or adjust speed, search the highway ahead and check mirrors again.
7. Do not allow your vehicle to drift toward the vehicle being passed.
8. Pass until the complete front of the passed vehicle is visible in your rear view mirror.
9. Signal intention to return to lane, steer smoothly into lane and adjust speed as appropriate.

## Being Passed

1. Keep right. Once you are aware that a vehicle wants to pass, move to the right side of the lane.
2. Maintain a constant speed. Slow down only if the passing vehicle is in danger of a collision. It is illegal to increase your speed when being passed.

## Running off the pavement

Crashes that begin with the vehicle running off the road are a leading cause of death on rural highways. Drivers tend to jerk the wheel or “overcorrect” to get back onto the road. The vehicle will careen across the roadway and the driver will overcorrect again. At this point, the vehicle is out of control and may roll over.

**Hurrying leads to mistakes. Mistakes lead to Accidents.**



Remember the Off/Off rule. Keep your foot off the accelerator and off the brakes.

1. Don't panic! Ease off on the accelerator. Don't use the brakes unless you're headed for an obstacle.
2. Gently steer the vehicle parallel to the road. Continue to slow down. In extreme cases, it may be safer to keep going straight until you can stop.
3. Check for traffic approaching in the lane you will re-enter and signal.
4. Gently ease the wheels onto the pavement.
5. Straighten into the first lane and speed up to the flow of traffic.



Roads are not play grounds



# LEVEL IV

## Night Driving

You are at greater risk when you drive at night. Drivers can't see hazards as quickly as in daylight, so they have less time to respond. Drivers caught by surprise are less able to avoid a crash. Some of the problems involved with night driving are:

**Vision:** Most people can't see as well at night or in dim light. Also, the eyes need time to adjust to dim light.

**Glare:** Bright light can blind drivers for 5-7 seconds or even longer for older drivers. Even two seconds of glare blindness can be dangerous. A vehicle going 55 mph will travel more than half the distance of a football field during that time.

**Fatigue:** Fatigue and lack of alertness are bigger problems at night. The body's need for sleep is beyond a person's control. Most people are less alert at night. Drivers may not see hazards as soon or react as quickly, so the chance for a crash is much greater.



Glare blindness can cause crashes

## Night Driving Laws

Beginning drivers under 18 must complete 10 hours of night driving prior to receiving a full license.

Accidents brings tear, safety brings cheer. Road safety is no Accident.



Headlights must be used: From a half hour after sunset until a half hour before sunrise.

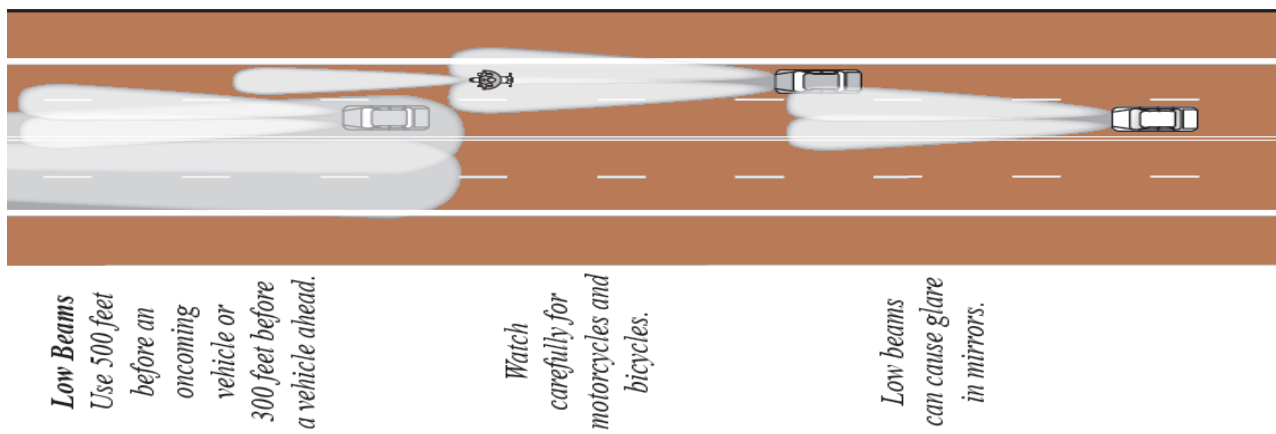
Low beams must be used: 500 feet before any oncoming vehicle.

300 feet before any vehicle you are following.

Fog lights and other auxiliary lights must be aimed so the high-intensity portion of the beam does not strike the windshield, windows, mirrors or occupants of other vehicles.

No more than four lamps of 300 candle power or greater may be lighted on the front of a vehicle. New drivers and especially those under the age of 25 have a high probability of crashes during hours of darkness. Normal training programs do not provide practice at night. It is therefore critical that new drivers learn night driving under supervision.

1. Keep the windshield, headlights and other lamps clean. Never wear sunglasses.
2. Use the night setting on your rearview mirror.
3. Keep the instrument panel as dim as possible and the dome light off.
4. Do not look directly into the high-beam headlights of oncoming vehicles. If the driver fails to dim the lights, look towards the right side of the road.
5. Look up the middle of your lane and use the road edge or center line as a guide. The beginning driver must learn not to drift toward the road or lane edge when the headlights of oncoming traffic make it difficult to see.
6. Increase cushion space around the vehicle. Continuously identify stopping zones and escape paths.
7. Search in particular for motorcycles, bicyclists and pedestrians. The single headlight and taillight on a motorcycle can be hard to pick out. Bicyclists and pedestrians are harder to see at night.
8. Be mindful of the vehicle in front of you. Your headlights can cause glare in their mirrors.





## Unlit Highways

1. Use high beams in open country at night.
2. Be prepared to switch to low beams quickly on corners and hills.
3. Do not “overdrive” your headlights. Keep your speed low enough to be able to stop within the distance illuminated by your headlights (30-35 mph with low beams).

## Adverse Conditions

Driving in adverse conditions and practicing emergency procedures in traffic can put yourself and other drivers at unnecessary risk. Do not drive in extremely bad weather. Stay in areas with little or no traffic. Practice emergency procedures in parking lots or other clear areas.

## ABS Brakes

Take note of whether your vehicle has an anti-lock brake system (ABS). An ABS light on the dashboard will illuminate briefly when you start the car and then go out if the system is working correctly.

Beginning drivers should learn the correct braking methods for both ABS and non-ABS vehicles. Many drivers have learned that the correct way to stop in an emergency situation where traction is lost is by pumping the brakes. This is correct for conventional brakes.

With ABS brakes, however, you should always apply steady pressure. The ABS system pumps the brakes at a far faster rate than a driver ever could. Be aware that this makes the car seem to shudder. Many drivers who experience ABS braking for the first time mistakenly believe the brakes are malfunctioning.

## Hydroplaning

Your vehicle can hydroplane whenever water or slush collects on the road. It's like water skiing: the tires lose their contact with the road and have little or no traction. You may not be able to steer or brake. Hydroplaning can occur at speeds as low as 30 mph if there is a lot of water. Hydroplaning is more likely if tire pressure is low or the tread is worn.

**Safety is a cheap and effective insurance policy**



1. Do not use the brakes to slow down.
2. Release the accelerator and/or push in the clutch.

## Wet brakes

Water in the brakes can cause the brakes to be weak, to apply unevenly, or to grab. This can cause a lack of braking power, wheel lockups, pulling to one side or the other. Never drive through deep puddles or flowing water. If your brakes become wet or you must drive through a shallow puddle, you should:

1. Slow down. Place the transmission in a lower gear if necessary.
2. Gently put on the brakes. This presses linings against brake drums or discs and keeps mud, silt, sand, and water from getting in.
3. Increase engine RPM and cross the water while keeping light pressure on the brakes.
4. When out of the water, maintain light pressure on the brakes for a short distance to heat them up and dry them out.
5. Make a test stop when safe to do so: Check behind to make sure no one is following, then apply the brakes to be sure they work properly, If not, dry out further as described above.

## Floods

Most flash flood deaths occur in automobiles. Never drive through a flooded roadway or around barricades. Roads underneath may be damaged and impassable. If you encounter a flooded roadway, turn around and take another route.

## Slippery Surfaces



It takes longer to stop and it is harder to turn without skidding when the road is slippery. You must drive slower to be able to stop in the same distance as on a dry road. Sometimes it's hard to know if the road is slippery. Here are some signs:



Shaded areas will remain icy and slippery long after open areas have melted. Bridges will freeze before the road will. Be especially careful when the temperature is close to 32 degrees F.

Black ice is a thin layer that you can see underneath. It makes the road look wet.

Melting ice – Slight melting will make ice wet. Wet ice is much more slippery than ice that is not wet.

Water and Oil – Rain water mixing with oil on the road makes the road very slippery. If the rain continues, it may wash the oil away.

An easy way to check for ice is to open the window and feel the front of the mirror, mirror support, or antenna. If there is ice on these, the road surface is probably starting to ice up.

1. Allow yourself extra driving time. Plan your route to avoid roadways that are flooded, snow packed, icy or steep. Ensure all vehicle windows are completely clear of snow and ice.
2. Turn the low-beam headlights on. Do not use the cruise control.
3. Avoid quick starts, stops and fast turns. Accelerate, brake and steer smoothly and gradually.
4. Get the feel of the roadway. Start slow and gently test your brakes to see how well you can stop. Road conditions can change from block to block.
5. Slow down! Visibility is reduced in storms. Drivers should maintain a speed that is “reasonable and proper” for the conditions. Don’t pass slower vehicles unless necessary.
6. Be aware that as the temperature rises to the point where ice begins to melt, the road becomes even more slippery. Slow down more!
7. Increase your following distance. Don’t drive alongside other vehicles. Slow down when approaching intersections and curves.
8. Begin braking much sooner when approaching a stop or slow traffic.
9. Shift into a lower gear before going down a steep hill. Better yet, plan your route to avoid steep hills.

**Precautionary is better than cure. Motor insurance protects you.**





## Skids

Most serious skids result from driving too fast for road conditions. Adjust your speed to the conditions. A skid happens whenever the tires lose their grip on the road. Grip is lost in one of four ways:

Speed – Driving too fast.

Over-braking – Braking too hard and locking up the wheels.

Over-steering – Turning the wheels more sharply than the vehicle can turn.

Over-acceleration – Supplying too much power to the drive wheels, making them spin.

The beginning driver should learn the different types of skids as the techniques used to recover from each are different.

**Drive Wheel Skids** – By far the most common skid is one in which the rear wheels lose traction through excessive braking or acceleration. Skids caused by acceleration usually happen on ice or snow.

1. Taking your foot off the accelerator will stop a drive wheel skid.

**Rear-wheel braking skids** occur when the rear drive wheels lock. Because locked wheels have less traction than rolling wheels, the vehicle will slide sideways in a spin out.

1. Stop braking: This will let the rear wheels roll again and keep them from sliding any farther.
2. Steer: When a vehicle begins to slide sideways, look and steer in the direction you want the vehicle to go down the road.
3. Counter-steer: As a vehicle turns back on course, it has a tendency to keep right on turning. Unless you turn the steering wheel the other way, you may find yourself skidding in the opposite direction.

**Front wheel skids** – Most front wheel skids are caused by driving too fast for conditions. Another cause includes lack of tread on the front tires. In a front wheel skid, the front end tends to go in a straight line regardless of how much you turn the steering wheel. On a very slippery surface, you may not be able to steer around a curve or turn. The only way to stop a front-wheel skid is to slow down as quickly as possible.

Drive with care, when school is near



## Emergency Vehicles

**Yield** – You must pull to the right immediately, clear any intersection and stop for an emergency vehicle using its lights or sirens.

**Passing a Stopped Emergency Vehicle** – When approaching a stopped emergency vehicle, you must:

1. Decrease your speed to less than the posted limit and obey the basic rule for “reasonable and proper” speed.
2. If possible, move to a lane that is not adjacent to the emergency vehicle.
3. Proceed with caution and be prepared to stop.
4. Obey the directions of any law enforcement officer.

## Law Enforcement Stops

All drivers should know the proper procedures for a law enforcement stop.

1. Stop your vehicle as far out of the lane of traffic as possible.
2. Stay in your vehicle, and if you are stopped at night, turn on the interior light.
3. Keep your hands in plain view at all times, preferably on the steering wheel.
4. Wait for the officer to request your license, registration and evidence of insurance.
5. Obey all lawful orders and don't argue the citation with the officer. If you think the citation was wrongly issued, the proper procedure is to attend the scheduled court hearing.

Officers are trained to ask for identification first and provide an explanation of why you were stopped second. Provide the documents requested, then give the officer a chance to explain why you were stopped. Remember, in most cases, the officer is in uniform and is displaying a badge and name tag. You have the advantage of knowing with whom you are dealing; the officer does not.

Give way to your right hand traffic. Take all precautionary measures before reversing.



# Crashes

If you are involved in a vehicle crash, these should be followed:

1. Stop without obstructing traffic more than is necessary.
2. In crashes with no injuries, move the vehicles out of traffic as soon as it is safe and practicable.
3. Remain at the scene.
4. Render assistance to any injured party.
5. Give others involved your name, address, driver's license number, registration and insurance information. You must show your driver's license if requested.
6. You must try to notify the owner if you have damaged an unattended vehicle or property. If you cannot locate the owner, you must leave a note with your contact information.
7. You must report the accident to law enforcement if no officer is present.

# Test Drives

Once the beginning driver has completed at least 50 hours of behind-the-wheel experience, take one or more longer test drives to evaluate the overall performance. Use the following checklist to help determine whether you and your teen feel comfortable in each of the listed areas.

- |                          |   |                          |  |
|--------------------------|---|--------------------------|--|
| <input type="checkbox"/> | <b>Pre-Driving Checks, Seat Belts</b>           | <input type="checkbox"/> | <b>School Zones</b>                          |
| <input type="checkbox"/> | <b>Moving Forward, Backing Up</b>               | <input type="checkbox"/> | <b>Center Left Turn Lane</b>                 |
| <input type="checkbox"/> | <b>Stopping, Right-of-Way Rules</b>             | <input type="checkbox"/> | <b>Roundabouts</b>                           |
| <input type="checkbox"/> | <b>Turns – Right, Left, U-Turns</b>             | <input type="checkbox"/> | <b>Freeways – Entering, Driving, Exiting</b> |
| <input type="checkbox"/> | <b>Parking – Four Types</b>                     | <input type="checkbox"/> | <b>Open Highways – Curves, Passing</b>       |
| <input type="checkbox"/> | <b>Following Distances</b>                      | <input type="checkbox"/> | <b>Night Driving</b>                         |
| <input type="checkbox"/> | <b>Visual Search Skills, Mirror Use</b>         | <input type="checkbox"/> | <b>Bad Weather</b>                           |
| <input type="checkbox"/> | <b>Entering and Exiting Traffic</b>             | <input type="checkbox"/> | <b>Braking</b>                               |
| <input type="checkbox"/> | <b>Intersections – Driving Through, Turning</b> | <input type="checkbox"/> | <b>Skids, Running off the Pavement</b>       |
| <input type="checkbox"/> | <b>Changing Lanes</b>                           | <input type="checkbox"/> | <b>Emergency Vehicles</b>                    |
|                          |   |                          | <b>Law Enforcement Stops, Crashes</b>        |

**Reckless driving is the invitation to accident**



## Have a Straight Talk

Skills in handling a vehicle are essential, but there is a larger question: Just because the law allows your teenager to drive, should your teenager be driving? Is he or she really ready? Safety behind the wheel is much more important than rushing to get licensed.

You and your teen should have an open, honest discussion of whether the new driver is ready to take on the full responsibility of operating a vehicle. Some points to consider:

**Risky Behaviors** – Alcohol and Drugs, Speeding and Aggressive Driving, Seat Belt Use

**Risky Environments** – Teenage Passengers, Other Distractions, Night Driving

**Consequences** – Injury and Fatal Crashes, Property Damage Crashes, Citations and Arrests

**Finances** – Insurance and Registration, Maintenance and Repairs, Buying a Car

You may wish to draw up and sign a Parent/Teen Contract to establish a clear set of rules and outline the consequences of breaking them. Sample contracts are readily available online and from many insurance companies and other organizations.

Driver + Alcohol = Unsafe Road. Alcohol short circuits your brain computer



## **Beginning Driver Experience Log**

**Must be completed prior to drive test appointment**

The following log, and any additional sheets, must be completed in blue or black ink, No pencil or colored gel pens will be accepted & should enter the date, start time/ end time, to include AM or PM. Enter the number of minutes during each drive session on a separate line.

Column A – Daytime Driving				Column B – Nighttime Driving			
Date	Time of Day <small>Please indicate AM or PM</small>		Minutes	Date	Time of Night <small>Please indicate AM or PM</small>		Minutes
08/07/2015	6:00 am	8:00 am	120	08/09/2015	8:00 pm	9:00 pm	60
				<b>Subtotal column B</b>			
				<b>Subtotal Column A</b>			



### Driving Curricula



				Minutes Subtotal from Additional sheets	
				Total Minutes	
				Total Hours (Divide total minutes by 60)	/
Subtotal Column A				Grand Total – Minutes/Hours	/

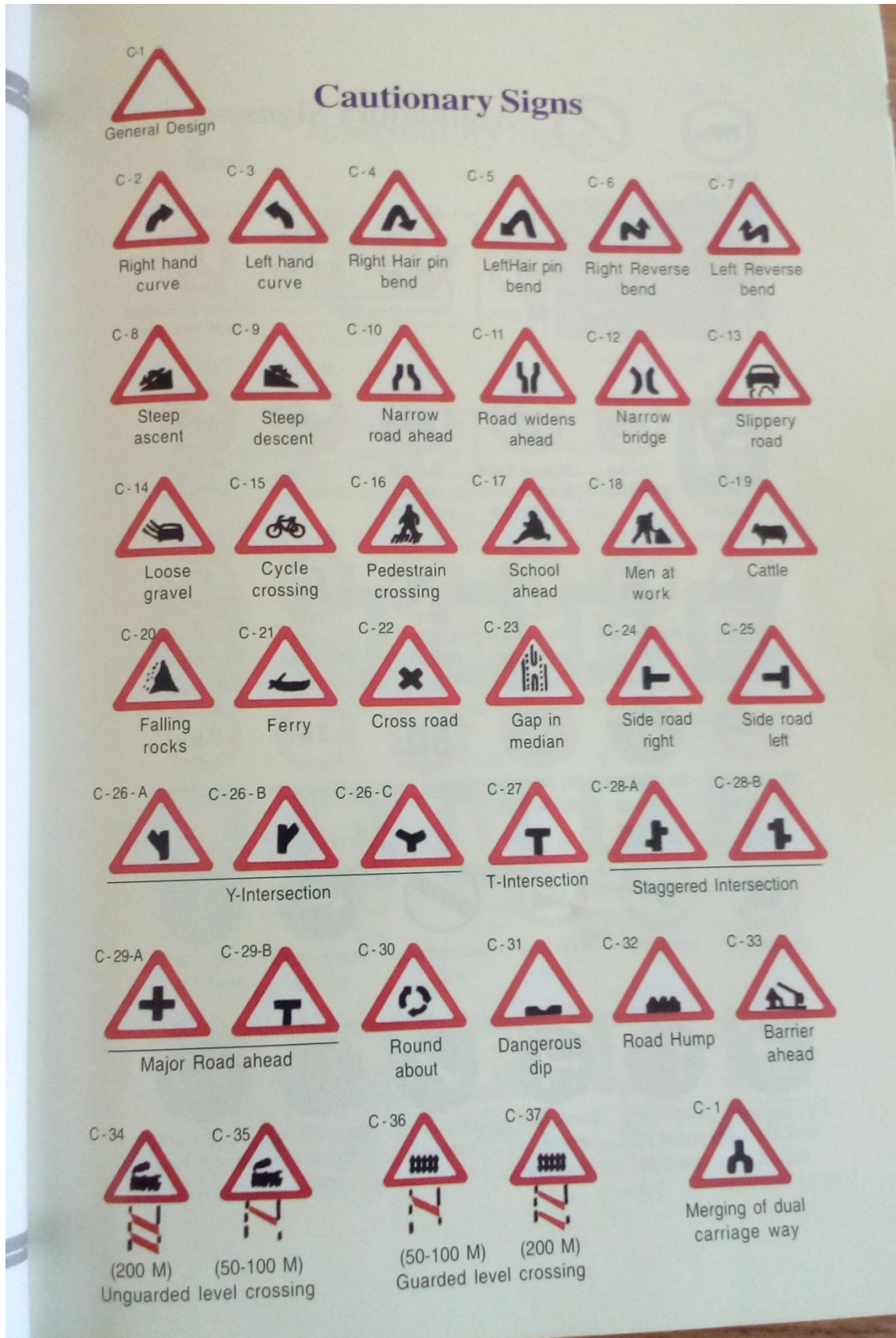
*Know the law and follow the proper procedures when driving.  
It will keep you and your family safe!*



Both driver & owner are punishable for driving the vehicle by an under aged or unlicensed person



# Traffic signs









## Informatory Signs

**E - 1**

Advance direction sign

**E - 2**

Destination sign

**E - 22**

Flood Gauge

**E - 4**

Re-Assurance sign

**E - 5**

Place identification sign

**E - 6**

Public telephone

**E - 3**

Direction sign

**E - 7**

Petrol pump

**E - 8**

Hospital

**E - 9**

First aid post

**E - 10**

Eating Place

**E - 11**

Light refreshment

**E - 12**

Resting place

**E - 13**

No through side road

**E - 14**

No through road

**E - 15**

Park this side

**E - 16**

Parking both sides

**E - 17**

Scooter & motor cycle stand

**E - 18**

Cycle stand

**E - 19**

Taxi stand

**E - 20**

Auto rickshaw stand

**E - 21**

Cycle rickshaw stand



### Class Labels

Indian motor vehicle Act stipulates the following type of class labels or diamond shaped dangerous and warning symbols for the carriers or tankers transporting hazardous nature cargo



Explosives

Explosive



Non-flammable  
Compressed  
Gas  
2

Non-Inflamable Gases



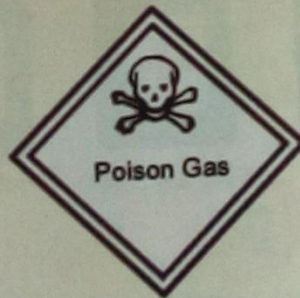
Flammable  
Gas

Inflamable Gases



Flammable  
Liquid

Flamable Liquids



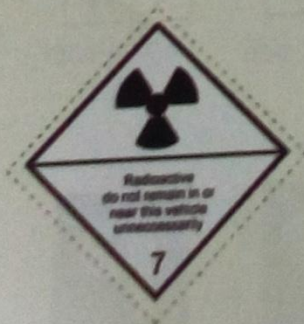
Poison Gas

Poison Gas



Flammable  
Solid

Flamable Sol

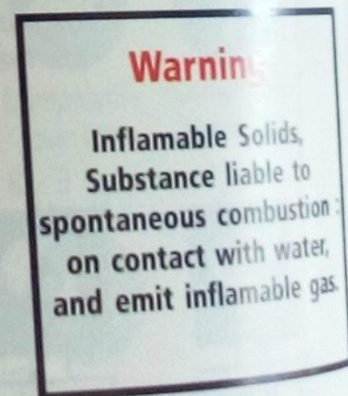


Radioactive  
do not remain in or  
near this vehicle  
unnecessarily  
7

Radioactive Substances



Corrosives





**Glowing Red – Stop Signal**  
**Glowing Yellow – Ready to Stop or Proceed**  
**Glowing Green Proceed Signal or Go**



## Things to remember:

- Keep all the vehicle documents in the vehicle
- Use seat belts
- Don't use cell phones while driving
- Always keep first aid kit in the vehicle
- Keep sufficient water bottles
- Always keep full details of the contact persons & emergency phone numbers
- Give way to the emergency vehicles like ambulance
- Follow traffic rules & regulations
- Turn off the vehicle in signals (Don't waste fuel)
- Rash driving should be avoided
- Be polite & punctual
- Don't over load the vehicle



- Do not drink & drive