

Manual



V. YOUR TEEN DRIVER : STARTING & MOVING

Manual-
Lessons and Hints to Work With Your New Teen Driver

Part 5

Be Ready, Be Safe, Be Responsible

Lessons and Hints to Work With Your New Teen Driver

- This resource is based on a behind the wheel program that is used by trained driver education teachers.

Purpose :

- to give adults supervising practice driving with a teen driver, an orderly, standard routine.
- To provide objectives and methods similar to those used by in-car driving instructors that may:
 - reduce stressful situations for adult and teen.
 - reduce risk by allowing the teen driver to gradually progress through skill levels and driving environments.

Be Ready, Be Safe, Be Responsible

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STARTING PROCEDURES

- The next set of procedures is a routine of starting, moving and shutting down the vehicle for the new driver to follow.

Be Ready, Be Safe, Be Responsible

REMINDER-PRE-START PROCEDURES

1. Lock the Doors
2. Place key in ignition.
3. Adjust in this order
 - seat & head restraint
 - steering wheel, pedals (if pedals are adjustable)
 - mirrors
4. Adjust inside and outside mirrors for maximum field of view.
5. Fasten and adjust safety belt and make sure all passengers buckle up.

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STARTING PROCEDURES



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Starting Procedures

- After Pre-Start Adjustments
1. Check/Set Parking Brake
 2. Check Shifter : Park/Neutral
 3. Foot on Brake, a hand on the wheel
 4. Turn Ignition to Start Position
 5. Check dashboard gauges for operation
 6. Turn on and set Needed Accessories Before Moving
 7. Headlights/Driving Lights
 8. Fan, heater, defrosters, A.C.
 9. Windshield wipers

ENTERING ROADWAY TASKS

1. Foot on Brake
2. Select Proper Gear- Direction D or R
3. Release Parking Brake
4. Turn Signal
5. Traffic Check
Forward, Rear and Sides
Blind spot check

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Entering Roadway Tasks

1. Foot on Brake
2. Select Proper Gear- Direction D or R
3. Release Parking Brake
4. Turn Signal
5. Traffic Check
Forward, Rear and Sides
Blind spot check
6. Release foot from brake
7. Apply slight pressure to the accelerator
8. Steer to Center of Lane
9. Rearview Check

ENTERING ROADWAY TASKS-CON'T.

6. Select Gap in Traffic Flow
7. Blind Spot Check
8. Move to Lane
Select Lane Position
Release Foot Brake
Apply slight pressure to the accelerator
Steer to Center of Lane
9. Rearview Check

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MOVING TO CURB/SIDE OF ROAD

1. Proper Signal
2. Traffic Check: Rear/Sides
3. Look Ahead
4. Check Side Mirror or Blind Area
5. Adjust Speed with Controlled Braking
6. Gradual Steering to curb
7. Cancel Signal Indicator

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Moving to Curb/Side of Road

Proper Signal

Traffic Check: Rear/Sides

Look Ahead

Check Side Mirror or Blind Area

Adjust Speed with Controlled Braking

Gradual Steering to curb

Cancel Signal Indicator



SECURING THE VEHICLE FOR PARKING

1. Make sure the vehicle has stopped moving
KEEP FOOT ON BRAKE
2. Set parking brake
KEEP FOOT ON BRAKE
3. Shift selector lever to park
KEEP FOOT ON BRAKE
4. Turn off headlights other devices
KEEP FOOT ON BRAKE
5. Turn ignition off and remove key
6. Check traffic to rear, exit vehicle, and lock doors
LOOK OVER SHOULDER

Be Ready, Be Safe, Be Responsible

1. Make sure the vehicle has stopped moving

Keep foot on brake

2. Set parking brake

Keep foot on brake

3. Shift selector lever to park

Keep foot on brake

4. Turn off headlights other devices

Keep foot on brake

5. Turn ignition off

And remove key

6. Check traffic to rear, exit vehicle, and lock doors

CHECK LEFT BLIND SPOT BEFORE EXITING

OPEN DOOR WITH RIGHT HAND , FACE THE DIRECTION OF TRAFFIC

BACKING PROCEDURES

Backing Straight:

Driving in reverse is the same as driving forward.
Look along your path of travel.
Steer to your target.

- Turn steering wheel left-car goes left
- Turn wheel right, car goes right

Be aware of hazards from the sides and front

1. Before moving vehicle, check for objects to the rear and sides

2. Place foot on brake pedal and shift to reverse

3. Grasp steering wheel at 12 o'clock with left hand

4. Turn body to right with right arm over back of seat

5. Search through rear window and then glance forward

6. Move backward at idle speed, or use light accelerator pedal pressure if needed

7. Make minor steering corrections as needed

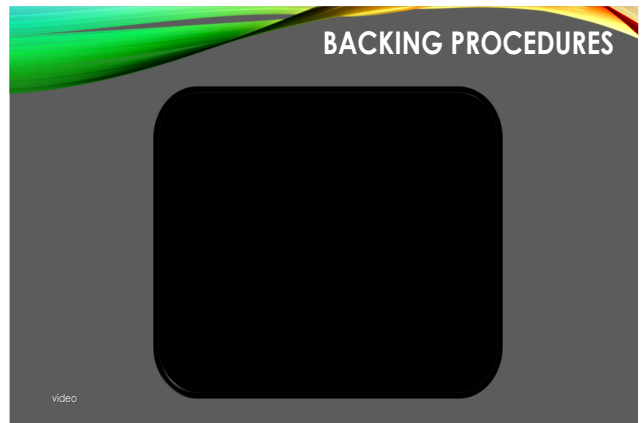
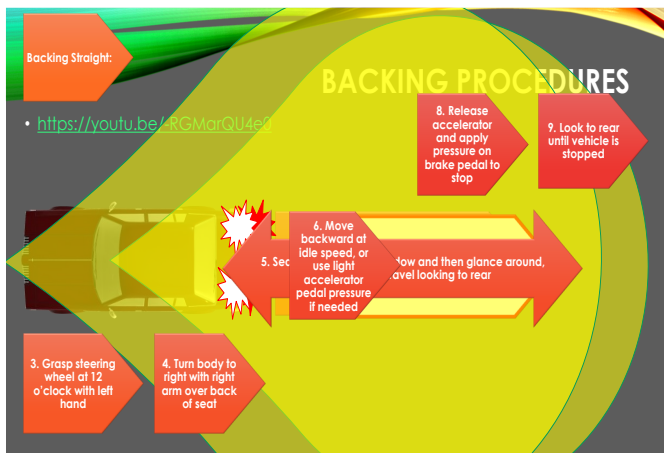
8. Release accelerator and apply pressure on brake pedal to stop

9. Look to rear until vehicle is stopped

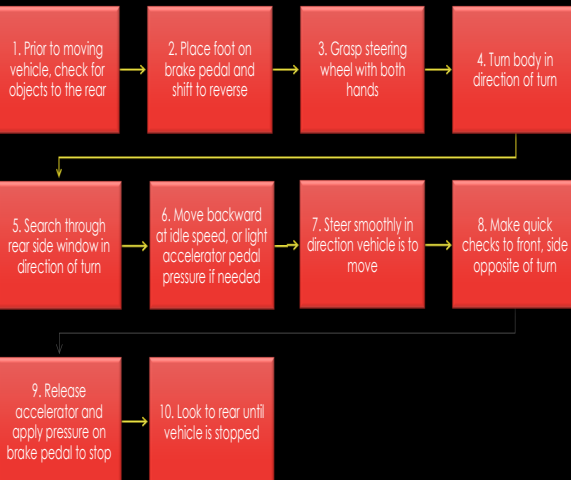
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BACKING AND TURNING:



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Backing and Turning

1. Prior to moving vehicle, check for objects to the rear
2. Place foot on brake pedal and shift to reverse
3. Grasp steering wheel with both hands
4. Turn head in direction of turn
5. Search through rear side window in direction of turn
6. Move backward at idle speed, or light accelerator pedal pressure if needed
7. Steer smoothly in direction vehicle is to move
8. Make quick checks to front, side opposite of turn
9. Release accelerator and apply pressure on brake pedal to stop
10. Look to rear until vehicle is stopped

TURNING AT INTERSECTIONS:

Approach	Approach intersection checking for following, oncoming and cross traffic other highway users., traffic control devices, condition of roadway and areas of limited visibility.
Check	Check mirrors for presence and actions of following traffic.
Signal	Signal intent to turn at the intersection 3 to 4 seconds in advance or 100 feet.
Position	Position your vehicle for appropriate turn.
Steer	Steer into proper lane.
Tap Brake	Tap brake pedal to alert following driver.
Adjust Speed	Adjust speed as necessary, stopping if required.

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Turning at intersections

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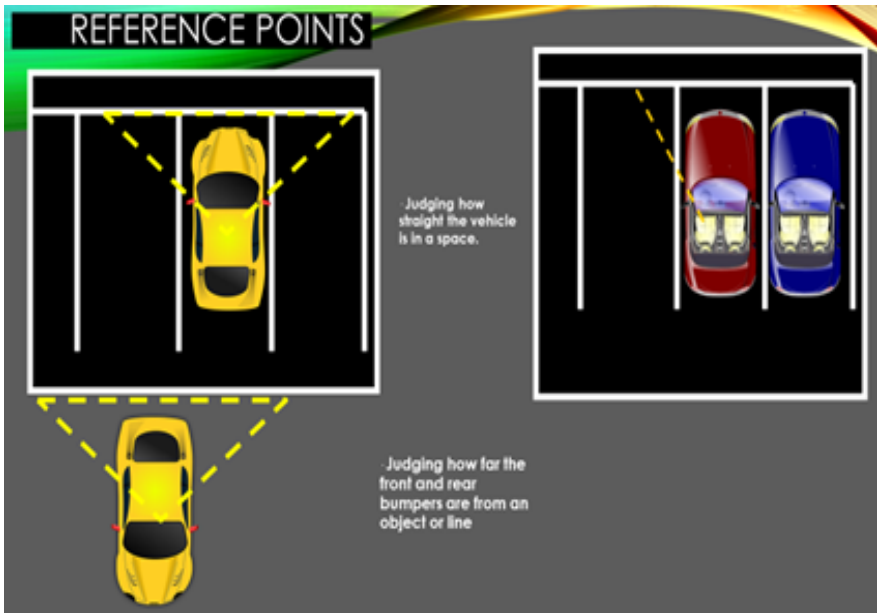
TURNING AT INTERSECTIONS (CONT.):

Recheck	Recheck cross and oncoming traffic. (90 percent of drivers do not stop for stop signs in residential areas.)
Check	Check mirrors
Identify	Identify a safe time/space gap in cross traffic.
Look	Look through turn to farthest possible point.
Steer	Steer into proper lane using hand to hand (push/pull/slide steering).
Adjust	Adjust speed as appropriate.
Check mirrors	Check mirrors for traffic to the rear.

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Turning at intersections (con't.):

8. Recheck cross and oncoming traffic. (90 percent of drivers do not stop for stop signs in residential areas.)
9. Check mirrors
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13. Adjust speed as appropriate
14. Check mirrors for traffic to the rear.

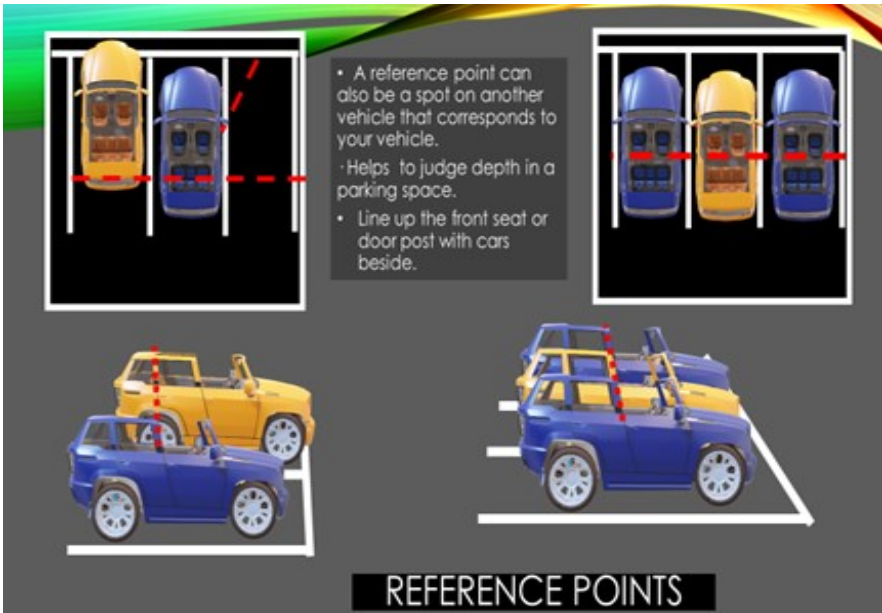


Reference Points

Help with-

Judging how straight the vehicle is in a space.

Judging how far the front and rear bumpers are from an object or line



Reference Points

A reference point can also be a spot on another vehicle that corresponds to your vehicle.

Helps to judge depth in a parking space.

Line up the front seat or door post with cars beside.



Reference Points

Help with-

Creating a space cushion/ stopping point when stopped behind another vehicle.

When stopped driver should be able to see tires on the road surface



STOPS @ INTERSECTIONS

- Stopping at Intersections
- Complete STOP!-
 - A legal Safe STOP-3 seconds, all wheels stop moving.
 - You will feel your self settle back into the seat with the ceasing of movement.
- Anything else is a Rolling STOP.
 - Become habitual
 - Risks Increase
 - Misjudge gap and speed of cross traffic.
 - Sudden appearance of users.
 - Motorcycles other small, fast vehicles.

A STOP sign is not (ST)Optional

Be Ready, Be Safe, Be Responsible

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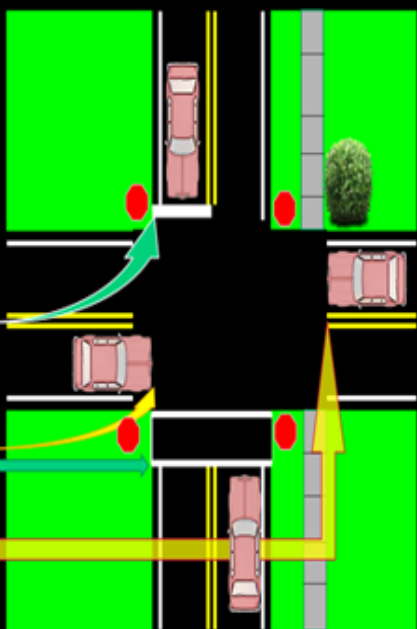
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STOPPING POINTS

Legal stopping points in PA

- In front of a STOP line or sign that states stopping point.
- Before entering the intersection
- BEFORE crosswalk
- BEFORE a sidewalk



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Stopping Points

Legal stopping points in PA

In front of a STOP line or sign that states stopping point.

Before entering the intersection

BEFORE crosswalk

BEFORE a sidewalk

STOPPING POINTS- SECOND STOPS

Second STOP- a second STOP after the first legal STOP, for visibility, position, gap reduction.

Always BEFORE entering into the intersection

Not necessary at every STOP.

- Stopping for visibility and position.
- To see and be seen
- Decreases the time and distance from maneuver or crossing

- May only be needed for one maneuver.
- Depends on sightline and direction
- (Ex. May need one for a left turn but not a right turn at the same intersection)
- May only be seasonal-Vegetation, shrubbery may block view
- May be temporary/time of day-parked vehicles, delivery vehicles

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Second STOPS

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STOPPING POINTS

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FRONT REFERENCE POINTS FOR STOPPING.

video

STOPPING AT AN INTERSECTION

video

INITIAL LESSONS-A

BEST DONE IN OPEN AREA OR EMPTY PARKING LOT

OBJECTIVES-PROCEDURE/SKILLS PRACTICE

HAVE STUDENT OBSERVE AND IDENTIFY:

- POSSIBLE HAZARDS THAT MIGHT AFFECT THE DRIVE-WEATHER , VISIBILITY
- ACTUAL HAZARDS THAT ARE IN THE IMMEDIATE AREA-

ACTIVITY

MAKE THIS A ROUTINE BY STATING WHAT TO DO.

HAVE THE STUDENT FOLLOW THE DIRECTIONS EXACTLY UNTIL ABLE TO PERFORM ACTIONS ON THEIR OWN.

A. PRE-ENTRY CHECKS

VEHICLE CONDITION

-BODY, TIRES, GLASS, LEAKS, DEBRIS, PETS, CHILDREN

B. ENTRY/ADJUSTMENTS

1. KEY IN IGNITION, LOCK DOORS
2. ADJUST SEAT/STEERING/HEADREST
- 2 CLICKS OF IGNITION =POWER
3. ADJUST MIRRORS TO BSGR

C. IDENTIFY CONTROLS-/ LOCATE/CHECK

BRAKE, GAS, (CLUTCH) PEDALS

DASHBOARD /WARNING LIGHTS

HEADLIGHTS/HIGH & LOW BEAM

TURN SIGNAL & HAZARD LIGHTS (4-WAYS)

STEERING WHEEL-CRUISE CONTROL/HORN

WIPER/WASHERS

VISIBILITY/COMFORT/(HEAT A/C, REAR DEFROST,

DEFOG)

GEAR SELECTOR, PARKING BRAKE *

E. STARTING

- FOOT ON BRAKE (HEEL ON FLOOR)
- HAND ON WHEEL
- CHECK GEAR/TURN KEY TO START

Initial Lessons-

Best done in open area or empty parking lot

OBJECTIVES-PROCEDURE/SKILLS practice

Have student observe and identify:

- possible hazards that might affect the drive-weather , visibility
- actual hazards that are in the immediate area-

Activities

Make this a routine by stating what to do.

Have the student follow the directions exactly until able to perform actions on their own.

A. Pre-Entry Checks

Vehicle condition

-body, tires, glass, leaks, debris, pets, children

B. Entry/Adjustments

1. Key in ignition, lock doors
2. Adjust Seat/Steering/Headrest
- 2 clicks of ignition =Power
3. Adjust Mirrors to BSGR

C. Identify Controls-/ Locate/Check

Brake, Gas, (clutch) Pedals

Dashboard /warning lights

Headlights/High & low beam

Turn signal & Hazard lights (4-ways)

Steering wheel-Cruise control/horn

Wiper/Washers

Visibility/Comfort/(Heat A/C, Rear defrost,

defog)

Gear Selector, Parking Brake *

E. STARTING

- Foot on Brake (Heel on floor)
- Hand on wheel
- Check gear/turn key to start

MOVING/STOPPING/FRONT REFERENCE/SECURE/SHUT DOWN

MOVING FORWARD-

1. Foot on Brake
2. Gear to D
3. Parking Brake release
4. Release brake pedal/Aim ahead/move forward
5. Control Braking/Smooth stop

ACCELERATION & BRAKING CONTROL

1. Foot pivots on heel to gas pedal
2. Accelerate smoothly upward to 20-25 mph in 5-mph increases in a straight line
3. Decelerate slowly downward 5mph decreases
4. Smooth Braking to stopping points

STEERING/TURNING/SIGNALS

9 & 3 hand position/ Hand-over/Push-Pull Techs.

All movement left or right forward, rear, sides
require direction signals

REVERSE

BACKING STRAIGHT

1. Left Hand @ 12 o'clock on wheel,
2. Look to rear path through rear window/check sides/
3. release P Brake/
4. move to target/smooth stop to rear ref pt./
5. secure pb/ Shift to P
6. Look to direction of back turn /signal/quick refer to front/sides/back to direction

BACKING & STEERING

Driving in reverse is the same as driving forward.

1. Look along your path of travel.
 2. Steer to your target.
 - ↳ Turn steering wheel left-car goes left
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- Be aware of hazards from the sides and front

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This series was produced by the Novice Driver Statewide Program and the IUP Institute for Rural Health and Safety through a grant from the PA Highway Safety Office

Videos and Photos: IRHS/NDSP

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