LESSON THREE

Getting to know your car & Basic driving skills

SALT LAKE INTERNATIONAL DRIVING SCHOOL (EST 2020)

OVERVIEW

I. Getting to know your car.

II. Starting, Steering & Stopping

III. Basic Driving Skills

IV. Turning & Parking Maneuvers

CHAPTER ONE

GETTING TO KNOW YOUR CAR

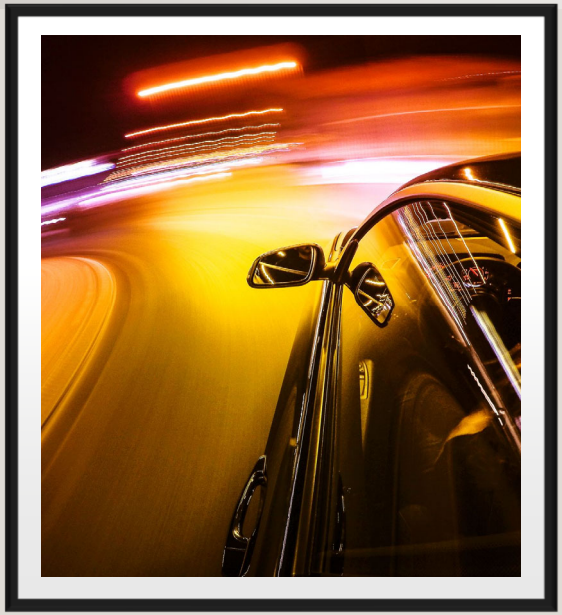
- Comfort & Control Systems of your car.
- Visibility & Protective Systems of your car
- Information & Communication Systems of your car.
- Vehicles checks before driving.

KNOW YOUR CAR

- Its important for you to know and understand your cars systems and the checks to perform before you start driving. Understanding the functions and purpose of each system, and what the lights and gauges on your dashboard can tell you will help you manage risk while driving.
- Suppose you are driving along a highway and suddenly you see a light blink on your control panel. What does it mean? If you don't know the answer, it means you don't know your car. Not knowing puts you, your passengers and other drivers at risk.
- Cars are equipped with a variety of comfort and control devices. Before you begin to drive, you must know what these devices do, where they are located, and how they operate.

Remember to refer to your vehicles owner's manual for more specific information on this.

COMFORT SYSTEM



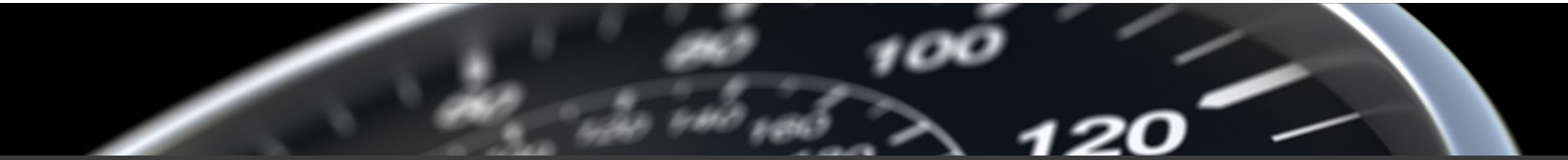
- You must concentrate while driving, and being uncomfortable can distract you from the driving task.
- Many vehicles have comfort devices to help you, but you must know how to use them to remain comfortable and concentrated while driving.
- Some comfort devices help reduce muscle strain, some control the interior climate of your car and make driving less tiring.
- Here are four comfort systems that are equipped in most modern-day cars to help you with your driving, these include ***Seat position controls, Steering Wheel, Air Conditioner and heater & Air vents.***

COMFORT SYSTEM OF YOUR CAR

- ***Seat position controls***
  - *Your seat as the driver must be comfortable to your settings, it must be set so it provides you with good visibility and access to controls. Set the driver seat to your own fit before every drive. Remember when you are behind the wheel you are responsible for all actions your vehicle makes.*
- ***Steering Wheel***
  - *Most modern vehicles have adjustable titled wheel. As a driver you can adjust your steering wheel to a position that provides you maximum comfort and control.*

COMFORT SYSTEM OF YOUR CAR

- ***Air Conditioner, Heat and Air Vents***
  - *Use the air conditioner to cool the car and lower humidity. Use the heater to warm the car interior and clear fogged windows. NEVER overheat your car as overheated car can cause drowsiness.*
  - *Adjustable vents allow outside air to flow into the car, set them at proper angles to keep the car ventilated properly.*

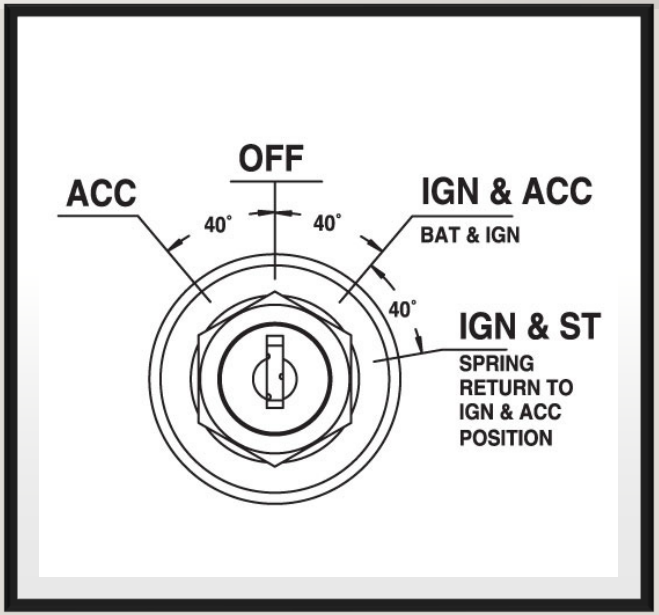


CONTROL SYSTEMS

- The parts of your car's control system enable you to start and stop the car and control its speed and direction.
- Here are a few of the control systems available in most cars available to you as a new driver today. These control systems include
  - Ignition Switch, Selector Level for Automatic Transmission, Gear shift for manual transmission, Clutch Pedal, Steering Wheel, Accelerator or Gas Pedal, Cruise Control, Brake Pedal and Parking brake.

Ignition Switch

- ***Ignition Switch***
  - ACC- Accessory lets you turn on electrical equipment such as the car radio, without running the engine
  - Lock- In a 5-position switch, this locks the ignition switch, steering wheel and automatic transmission & lets you remove the key.
  - Off- Lets you turn off the engine but doesn't allow you to remove key.
  - On- Turns on the engine and electrical systems and the dashboard information gauges and warnings lights.
  - Start- Draws power from the car's battery to start the engine.



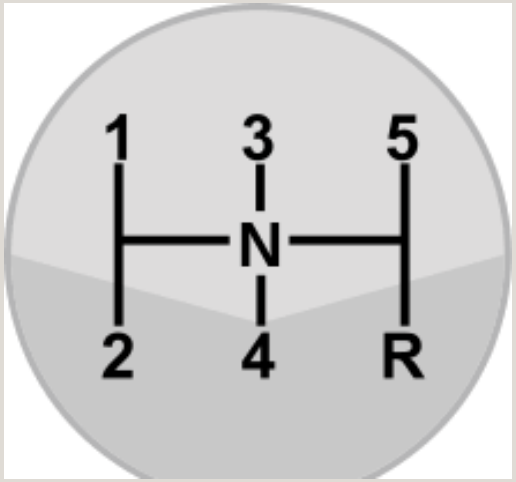
Gear Box Control
Automatic Transmission
Selector Lever

- Park- (P)Locks your transmission. Your car should be in park when you start the engine. This is also the position your transmission needs to be in before exiting your car all the time.
- Reverse- (R) is used for backing the car.
- Neutral (N) is the out of gear position, which can be used when the car is idling. In N, the car the wheels are free to roll with gravity.
- Drive- (D)- Is the forward gear you will normally use while driving.
- Low (L, 2 or 1) Allows the engine to deliver more power to the wheels at slower speeds. Use low gears to drive up and down steep hills.

Note: Some vehicles will also have S for sports mode or other driving gears.

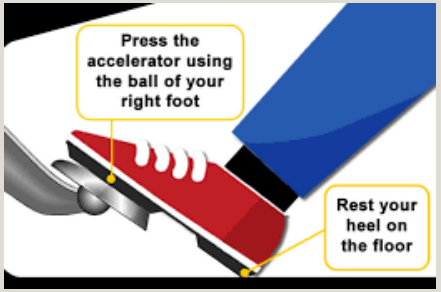
Gear Box Control
Manual Transmission Selector Lever

- Vehicles having a manual transmission, you choose the gear you need by stepping down on the clutch pedal and moving the gear shift or stick shift.
- The gear shift boxes are usually located on the floor to the right of the driver's seat. Although occasionally you will find the gearshift on the side of the steering column.
- The gear shift may have 3, 4 or 5 speed positions, plus a reverse position. The firth gear serve as an overdrive gear.
- Overdrive allows the engine to run more slowly and fuel efficiently in high speeds.
- In manual transmission cars you will find a clutch pedal local to the left of the brake pedal. This is to be used in conjunction with the gas pedal for movement control.



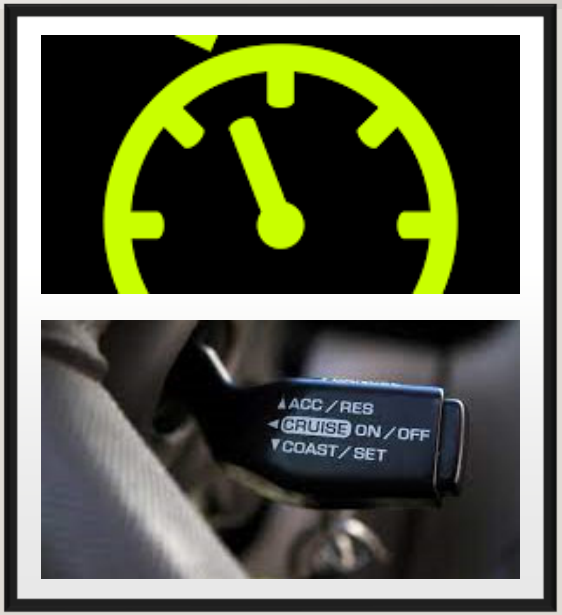
Steering & Acceleration control

- ***Steering Wheel***
  - Drivers control the direction the front wheels of the car go by turning the steering wheel in the direction desired.
  - With power steering equipped cars, it takes little effort to turn the wheels
- ***Accelerator or Gas Pedal***
  - You move the car and control its speed by pressing on the accelerator or gas pedal with your right foot.
  - The greater the pressure you put on the accelerator, the more fuel the carburetor or fuel injectors feed to the engine.
  - The more fuel that flows into the engine, the faster the car will go.



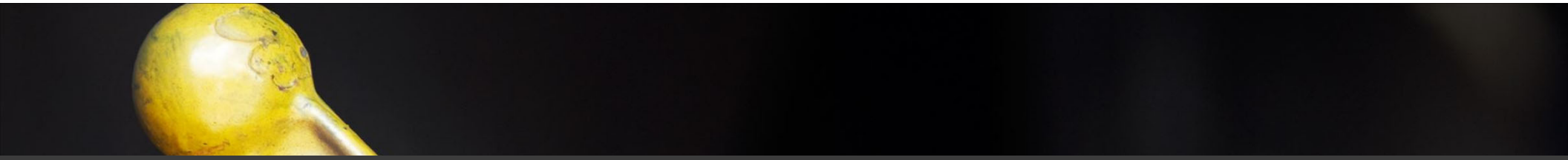
Braking & Cruising Control

- Cruise Control
  - Cruise is an optional feature that lets you maintain a desired speed without keeping your foot on the accelerator. This feature is intended for highway driving in situations where you can maintain a constant rate of speed for longer duration.
  - Although convenient, keep in mind this may lead you to be less alert than you should be. It can also cause you to skid if you must suddenly brake on slick surface like highway bridges or transition ramps.
- Brake Pedal
  - You use the brake pedal to slow down or slow down the car, by pressing the pedal gradually. Power assisted braking require less than power brakes, however power brakes do not reduce the distance needed to stop the car.



Parking Control

- ***Parking brake***
  - Also known as an emergency or hand brake is used to keep a parked car from rolling. This is commonly located on the left side of the floor panel for foot use, a hand level located under the left side of the dashboard, or a floor mounted hand level located to the right of the driver seat.



BRAKING IN EMERGENCY

- If your foot brake fails, use your parking/emergency brake to stop the car in an emergency. To do this
  - First, pump the brakes
  - If that doesn't work, downshift to a lower gear
  - Use your parking brake, but be sure to active the release mechanism
  - Look for a place to safe pull off the road to assess the emergency after stopping.

Visibility & Protective Systems

Some vehicle safety features reduce driving risk by aiding visibility. Others reduce or control risk by protecting the driver and passengers from injury while some guard the car against theft.

- Visibility
  - Seeing and be seen are critical to controlling risk and making driving easier and safer. A car's visibility system better enables you to see the roadway and maximizes the ability of others to see you.

Here are a few of those visibility features, they include ***Lights, Windshield Wiper/Washer, Sun Visor, Defroster, Rear and side-view mirrors.***

LIGHTS

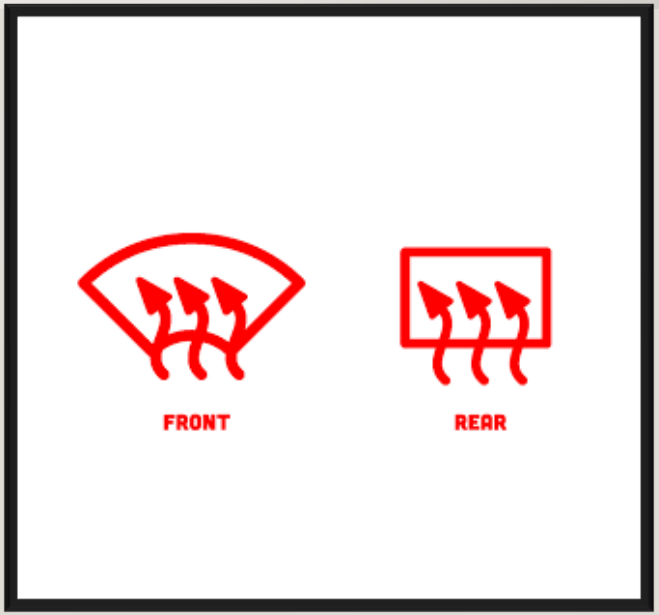
- Using your headlights helps other roadway users to see you both at night and during the day.
- Headlights help you to see better at night, in dim light, and in bad weather. Taillights and side markers light better enable drivers and other highway users to see your car.
- Headlights can be switched to either low or more intense high beaks.
- When you turn on your headlights, your taillights and side marker lights also come on. In addition, the Dashboard gauges, dials and controls light up.

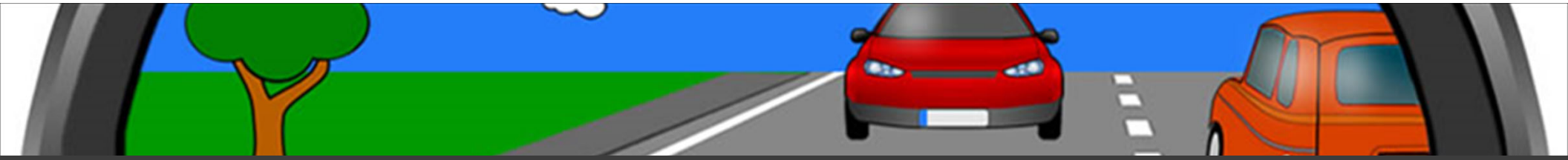
Windshield Wipers and Washer

- Most modern vehicles have two, three, or variable speed front windshield wipers. Some vehicles also have rear window wiper.
- Variable speed wiper allows the driver to set up the wipers to move at a very slow or rapid rate.
- The Windshield washer squirts water or an antifreeze solution onto the windshield. The liquid is stored in a container under the vehicle hood.

Sun Visors & Defroster

- Sun visors can be moved up and down and turned to the side to prevent the sun from shinning into the driver's eyes. However, be careful not to let the visor interfere with your view of the roadway or traffic to the side.
- Defroster (Defogger) are used to clear moisture or frost from the front, rear and side windows. Heat from the Defroster can also make it easier to scrape ice from the windows.





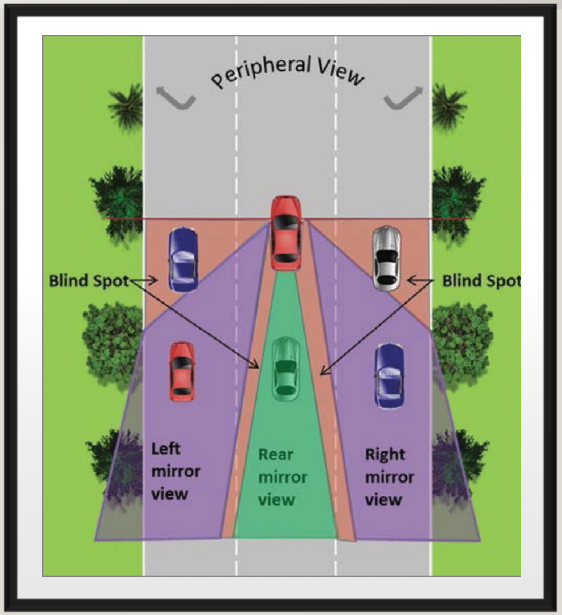
Rearview and Side-View Mirrors

- Your cars rearview and sideview mirrors provide vision to the rear and sides of the roadway. However, even when correctly adjusted they cannot eliminate all blind spots.- (Areas of the road that you cannot see in the mirrors)
- For this reason, you should never rely on your mirrors when backing, changing lanes, or making turns.
- You need to turn your head and look over both shoulders to scan the roadway fully.

Remember: *For night driving, many rearview mirrors can be adjusted to reduce the glare from headlights of cars behind you.*

BLIND-SPOT

- Areas of the road that you cannot see in the mirrors)
- Before making any shift in direction of travel with your vehicle you need to check your blind spot for traffic, pedestrian and bicyclists who may have already entered your blind spot.
- To see traffic in your blind spot, You need to turn your head and look over both shoulders to scan the roadway fully.



PROTECTIVE FEATURES

- Your cars protective features help to reduce risk by guarding you and your passengers against injury incase of a collision or sudden emergency maneuver.
- Some safety features such as air bags, are passive. Passive devices operate without the user having to do anything. Other features such as manual safety belts requires riders to take some action to protect themselves.
- Here are a few of these protective features commonly found in modern day automotive. They include Safety Belts, Air Bags, Head Restraints, Door locks and structural features.

SAFETY BELTS

- Drivers and passengers should always wear safety belts, preferably should-lap belts whenever the car is in motion. If you are wearing a should-lap belt at time of a crash your risk of being killed is reduced by 50%.
- Safety belts protect the wearer against injury in a collision. They lesson the chance that you or your passengers will be thrown against the dashboard, through the windshield or out a door that has sprung open in a crash.
- Safety belts also helps keep you behind the wheel an in control of the car if you must swerve or brake abruptly or are struck by another vehicle.

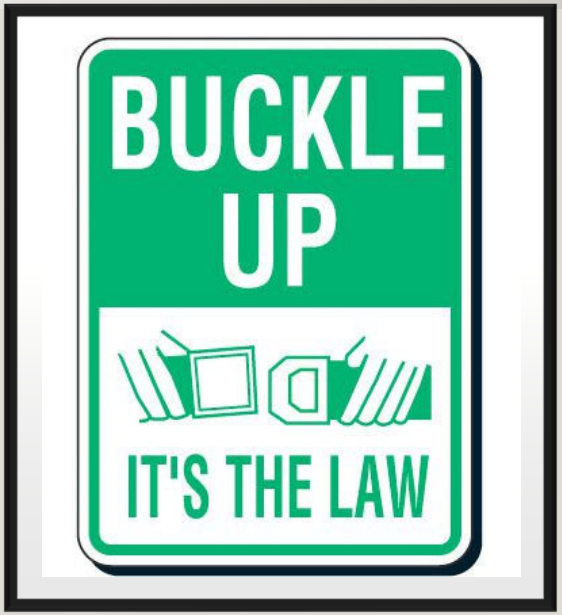
SAFETY BELTS

- Always fasten your safety belt. Everyone in your vehicle must have a fastened safety belt or child seat.
- In Utah it is against the law to drive or to ride in the vehicle without wearing a safety belt.
- To wear the safety belt correctly wear the shoulder harness across your shoulder and chest. It should be snug. The shoulder harness should not be under your arm or behind your back. This can cause internal injuries in a crash.
- Fasten the lap belt snug and low across your hips. This helps keep you from sliding out of the belt in a crash.

Motor vehicle crashes continue to be a major cause of death and injury to individuals in Utah.

SAFETY BELT FACTS

- Buckle up, It's the law. All passengers must wear safety belts and children ages 8 and younger must be properly restrained in a car seat or booster seat.
- Your chances of being killed are 23 times greater if you are thrown from a car. Ejection from the vehicle is one of the most serious events that can happen in a crash. Safety belts help keep you in the car.
- 70% of crashes occur at speeds under 40 mph. A safety belt should be worn at any speed, regardless of how slow you are moving.
- In a crash, the forces exerted on your body equal your weight multiplied by the speed of the car. For example, if you weigh 150 pounds and crash while traveling 30 mph, there would be 4,500 pounds of force on your body. There is no way you can brace yourself against that much force.



SAFETY BELT FACTS

- Three out of four crashes resulting in death are within 25 miles of home. Not using a safe-ty belt because you are just going to the store is a poor excuse—and dangerous.
- Less than half of one percent of all injury producing collisions involve fire or submersion. If fire or submersion does occur, a safety belt may keep you from being injured or knocked unconscious, thus increasing your chances to escape.
- Drivers wearing safety belts have more control over their vehicles in emergency situations and are more likely to avoid a crash.
- In Utah, approximately two out of three motor vehicle deaths would not happen if safety belts were worn.

SAFETY BELT VIOLATIONS LAW IN UTAH

Remember safety belts save lives. If you or anyone in your vehicle isn't properly restrained,

- you can be issued a $45 citation.
- The first time you are pulled over you may be issued a warning.
- The second or subsequent violations can result in a citation.
- The fine may be waived upon completion of an online, 30-minute safety belt safety course.

Note: You may be stopped and cited if anyone under 16 years of age is unrestrained and occupants of the vehicle 16 years and older may be cited for a safety belt violation if stopped for some other reason.

CHILD CAR SEATS

- Make sure child safety seats are used correctly:
- All children aged 8 and under must be properly secured in an approved child safety seat unless they are 57 inches tall.
- Children until at least 2 years of age and 30 pounds, or longer if the car seat allows need to be rear facing in the back seat.
- Children until at least 4 years of age and 40 pounds, or longer if the car seat allows need to be forward facing with harness in the back seat.

CHILD CAR SEATS

- Children from approximately 4 years of age and 40 pounds need to be in a booster seat until the safety belt fits correctly and they are 57 inches tall.
- Children between 8 and 12 years old must be properly restrained in either an appropriate child restraint device or by a safety belt. Children 12 years of age and younger should continue to ride in the back seat.

CHILD CAR SEAT FACTS

- Approximately 500 Utah children under the age of five are injured, and as many as 10 are killed each year in motor vehicle crashes.
- Authorized emergency vehicles, mopeds, motorcycles, school buses, and vehicles not equipped with safety belts by the manufacturer are exempt from the motor vehicle safety belt usage act.
- Child car seats must be crash tested in order to be approved for use.

Remember: To check the labels on your child's car seat to be sure it meets Feder-al Motor Vehicle Safety Standards.

PROTECTION OF CHILDREN

In Utah, It is an infraction to be stopped for smoking in a vehicle while transporting children 15 years of age or younger.

AIR BAGS

- Over fifty million cars are now equipped with air bags which inflate automatically in a frontal crash, then deflate again in a fraction of a second.
- Some cars also have airbags that inflate in a side collision. Air bags work! They save lives. But air bags are designed to work with safety belts, not replace them.
- They do their job best when everyone is buckled, and children are properly restrained in the back seat.
- An air bag is not a soft, billowy pillow. To do its important job, an air bag comes out of the dashboard at up to 200 mph—faster than the blink of an eye. The force of an air bag can hurt those who are too close to it.

AIR BAGS SUMMARY

Air bag related injuries can be prevented by following these critical safety points

- Children 12 and under should ride buckled up in a rear seat and child car seats approved for their age and size.
- Infants should NEVER ride in the front seat of a vehicle with a passenger-side air bag.
- Everyone should buckle up with both lap AND shoulder belts on every trip.
- Driver and front seat passengers should be moved as far back as practical.
- If a child must ride in a seating position with an air bag, move the vehicle seat as far back as possible and ensure they are properly se-cured in an appropriate child car seat. Many vehicles also have the option of turning off the air bag when a child is present.

Note: It is a Class B misdemeanor if you remove, fail to have repaired, or modify your vehicle's air bag passive restraint system with the intention of rendering the air bag inoperable.

HEAD RESTRAINTS

- Head restraints are standard equipment on front-seat back ands optional on the rear seats of some cars.
- They protect against whiplash (neck injury) especially when your car is hit from the behind.
- To get maximum benefit in protection from head restraints, make sure that they are properly adjusted.
- Head restraints should be high enough to contact the back of your head and not the base of your skull.

DOOR LOCKS & STRUCTURAL FEATURES

- Keep your car doors locked.
- Locked doors not only are less likely to open in a crash, but they also help prevent uninvited people from entering your car when stopped.
- Many car makes build a wide range of safety features into their cars, these safety features include tampered safety glass windows, impact restraint bumpers, protective padding on the dashboard and roof, and emergency-absorbing steering columns and instrument panels, along with childproof door locks that are controlled by the drivers.
- Other factors such as size, and weight of a vehicle also help determine how well occupants are protected in a crash.

ANTITHEFT DEVICES & CONTROLS

- Car theft is a nationwide problem, various devices help to protect your car against thieves and vandals. These include
- Ignition Buzzer- When your car is in the ignition switch and you open the driver's door, you will hear a buzz or other sounds to remind you take your key with you when you leave the car.
- Locks- Cars are equipped with various locks, including door locks, steering column lock, and locks on the trunk hood and gas tank. You can also buy optional wheel locks for safety.
- Other antitheft devices include alarms, subscription services such as Lojack and OnStar also provide tracking and safety services to drivers.

INFORMATION & COMMUNICATION CONTROLS

- As you drive you gather information about other roadway users, the roadway itself, and off-road conditions by scanning in all directions. You get information about the workings of your own car by checking the instruments, gauges, and lights on the dashboard.
- While you gather information you are also communicating information. That's is, you are letting other roadway users known where you are what you intend to do, i.e. when you use your turn signals to change direction or lane of travel.
- These information controls include speedometer & odometer, fuel and alternator gauge, temperature and oil pressure gauge, brake warning lights and other dashboard lights. Communication controls include taillights, directional signals, emergency flashers, parking lights and horns.

INFORMATION CONTROLS

- Speedometer will tell you your travel speed in miles or kilometers while odometer tells you total distance travelled by your car.
- Fuel gauge shows you how much fuel you have left in your fuel tank, while alternator gauge shows you discharge or a red warning light when your cars alternator fails to provide adequate electricity to keep the engine running or battery recharged.
- Temperature gauge lets you know if your engine temperatures is too high while oil pressure gauge tells you if and when the pressure of the oil pumped to your engine is low. Remember oil pressure light doesn't tell you how much oil you have left in your engine or transmission.

INFORMATION CONTROLS

- Brake warning lights goes on when you are running low on brake fluid, the break fluid reservoir is leaking, or your brake pads are not working properly.
- Parking brake light reminds you to release the parking brake before moving the car.
- High beam indicator light shows when your cars high beam headlights are on.
- A safety belt warning light and buzzer remind you and your passengers to fasten your seatbelt.

DASHBOARD INFORMATION LIGHTS

COMMUNICATION CONTROLS

Other drivers need to know where you are and what you are planning to do. You can't talk to them verbally, but your car has several devices that you can use to communicate with other roadways users. Get to know these devices.

- Taillights
  - Like taillights and side markers, taillights help other drives and pedestrians to see your cars. Taillights also help communicate your intentions.
  - Your vehicle is also equipped with red brake lights, white backup lights and red or amber turn indicators.
  - Note all vehicles manufactured since 1986 also have a 3rd center high mounted brake light.
  - One other light on the back of your vehicle is your license-plate light which comes on with headlights and parking lights. This light is required by law and aids in identifying vehicles.

COMMUNICATION CONTROLS

- Directional Turn Signals
  - Your flashing red or amber directional, or turn signals sometimes called blinkers tell other drivers you plan to turn or change lanes. To operate the signals, move the turn indicator arm up for right and down for left.
- Emergency flashers
  - Usually located on the steering column or dashboard, Emergency flashers make all four turn signal lights flash at the same time. Use these to warn other drivers that your car is stopped on or near the road.

COMMUNICATION CONTROLS

- Parking Lights
  - Use parking lights or emergency flashers to help other drivers see you when your car is stopped along the road. Parking lights are not designed to light the roadway when your car is in motion. In some states its illegal to drive with parking lights on.
- Horn
  - Use your cars horn to alert other drivers, pedestrians, or cyclists to your presence or warn them of dangers.
  - The horn is usually located on the steering wheel, but its exact position varies from car to car.

Note: Before driving any car, its wise to locate and try the horn. In an emergency, you wont have time to search for it.

COMMUNICATION SUMMARY

VEHICLE CHECKS & PROCEDURES BEFORE DRIVING

- If you were a pilot, you wouldn't dream of taking off without thoroughly checking your airplane first. Safe and equipment checks are equally important when you are about to drive. The best time equally find out about a problem or potential is before your car is moving.
- You should inspect the car and the area around it before you enter your car, if you need to step into the roadway for this check, check carefully for approaching traffic
- Look for children playing nearby, look for animals that maybe hiding under, walking or sleeping near the car. Look for objects in the area of the car and on the roadway that may interfere with safe movement of car, or objects that may damage the tires.
- Check under the car for fresh stains that could be indication of fluid leaks.

ADDITIONAL VEHICLE CHECKS

- Wheels
  - Check for underinflated tires and for tire wear or damage
- Car Body
  - Check for damaged or missing parts and that all lights and windows are clear and undamaged. In winter weather, scrape off snow and ice before driving.
- Under hood
  - At least once a week or when you stop for gas, check the levels of the engine oil, radiator coolant, battery, brakes, transmission and windshield washer fluid.
  - Check that the battery connection cables are tight and the terminals are free from corrosion.

FINAL VEHICLE CHECKS

- Once inside the car and ready to go, perform the following before you start driving.
- Close and lock all doors, place key in the ignition and adjust your seat so that you can clearly see the roadway and comfortably reach the floor pedals and other car controls.
- Adjust your head restraints and have your passengers adjust theirs if your vehicle is equipped with them.
- Adjust your review and side view mirrors so that you can use them with just your eyes and do not need to move your head to see them.
- Check the inside of the windows, clean, defog or defrost as necessary, make sure there are no objects hanging inside the car that will your view or tumble as you drive.
- Fasten your seat belt and make sure all passengers have fastened theirs.

Now you are ready to make your first vehicle movement!

KNOW YOUR CAR VIDEO

CHAPTER TWO
GETTING STARTED

- Starting
- Steering
- Stopping
- Signals

STARTING THE ENGINE

Basic driving procedures are second-nature to good drivers. It is important that you learn these procedures so that you can manage them safely and smoothly. Mastering the basic is crucial to the driving task.

STARTING THE ENGINE

- Check your owner's manual for how to start the vehicle. Be sure the vehicle is in "P" (park), or the clutch is engaged if operating a vehicle with manual gears. To start the engine
  - Apply the brake,
  - Turn the ignition on and check the lights and gauges (fuel level, ABS, air bags, etc.)
  - Turn the ignition switch to start,
  - Turn on the low beam headlights and lock the doors.

MOVING FORWARD

- Once your engine is running and your have checked your gauges, you are ready to put the car in motion, follow these steps to make your first move.
  - In automatic car, using your right foot (unless it is physically absent), Press down firmly on the brake pedal,
  - Using your right hand, put the vehicle in D, to shift in the forward movement gear.
  - Check ahead and check for traffic to the sides and behind.
  - Signal left or right depending on the direction you intend to go
  - Release the brakes, and then gradually accelerate.

Note: The top of your foot should be on the gas pedal with your heel on the floor. For best control of both the accelerator and brake pedals, rest the heel of your right foot on the floor in a position that lets you keep It there while pivoting back and forth between the two pedals.

STOPPING THE ENGINE

You will often have to slow down and stop your car under both planned and unexpected circumstance. Red lights, stop signs, pedestrian crossings, car cutting in front of you and many other countless situations are all examples of when you will need to either slow down or stop your car.

Stopping

- Before stopping your car, check your mirrors for traffic to the rear. Move your foot to the brake pedal. Press steadily until your vehicle comes to a stop. The amount of food pressure required to brake to a stop depends on the size and weight of the car, its type of breaks, your maneuvering space and the road surface.
- Leave the transmission in drive if you plan to move ahead within a minute or so, as when stopped for a red light. If you will be stopped longer, follow the parking procedures discussed later in this chapter.

STOPPING YOUR ENGINE

- Emergency Braking
  - The procedures for stopping under emergency conditions differ slightly. If a driver or a pedestrian suddenly enters your path of travel, you many need to stop the car as quickly as possible. However, you don't want to slam on the brakes so hard that the wheels lock. Locked wheels may increase your stopping distance and can also cause you to lose steering control and go into a skid.
  - To prevent the wheels from locking, press the brake pedal firmly to a point just before the wheels lock, and hold there. This is called threshold braking If wheels start to skid, reduce pressure very slightly, then add pressure again as needed. Release pressure as the car comes to a stop

STEERING

- Think of the steering wheel as the face of a clock so that you can position your hands correctly.
- Many new drivers assume that they know all they need to know about steering a car. After all, they think they have been steering bicycle and sleds since they were children.
- Such elements do share elements in common with steering an automobile, however there are important difference new drivers must learn.
- One thing to note, unlike a bike or sled, a motor vehicle has power independent of the driver's own efforts- a great deal of power.
- Moreover, steering is not simply a matter of pointing the car in the direction you want to go. Steering is a basic means of risk management.

HAND POSITION

Always turn the steering wheel in the direction you want to go. This works whether you are going forward or in reverse.

- Place your hands on the steering wheel
- grip the steering wheel firmly but gently.
- Use your fingers, not the palms of your hands.
- Keep your thumbs up along the face of the steering wheel.
- Never hold the inside of the wheel.

TYPES OF STEERING

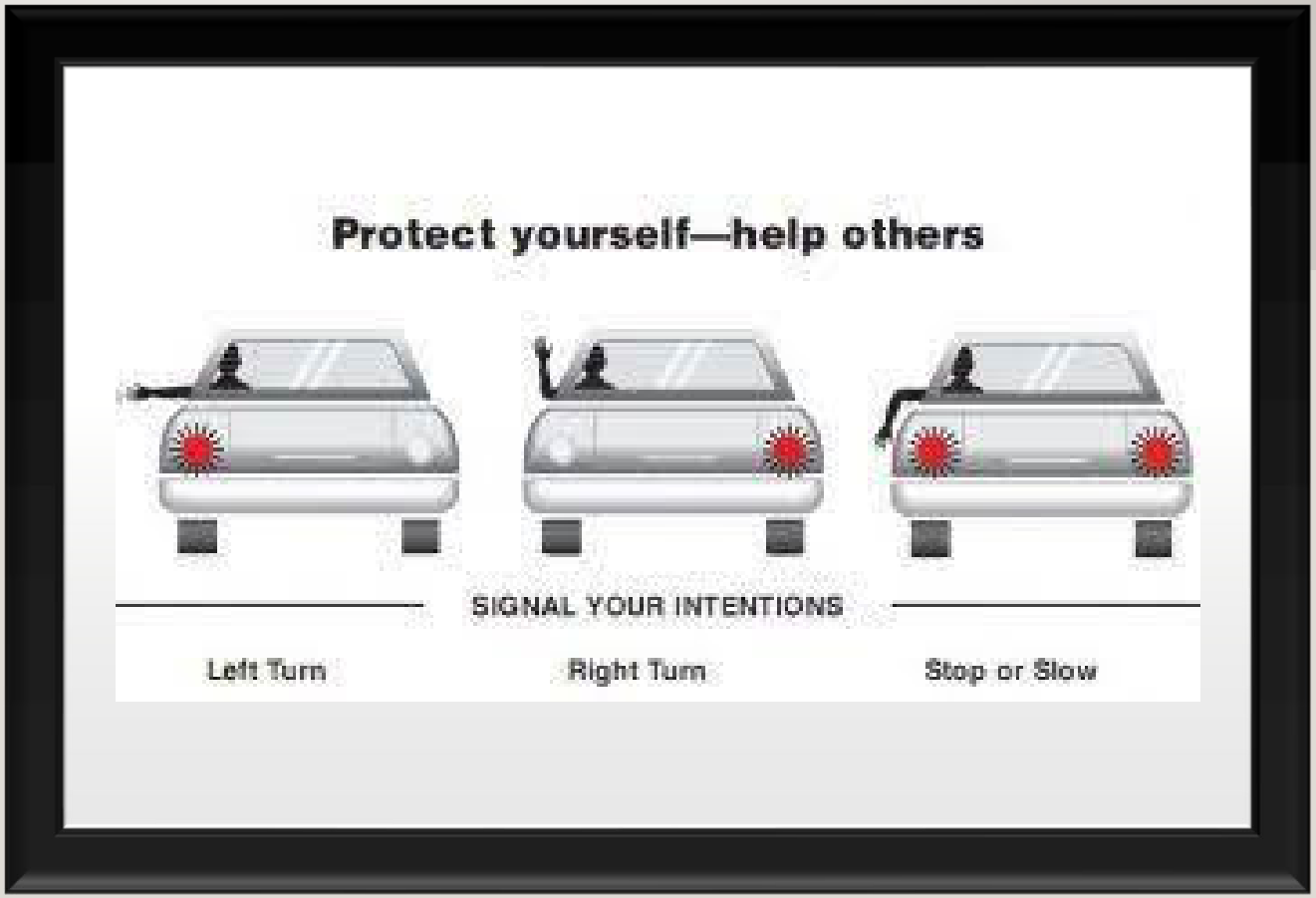
- **Pull-push steering:**
  - Use pull-push steering when turning.
  - Pull down with one hand and push up with the other. This results in smooth steering and reduces the potential for over steering.
  - Oversteering can lead to loss of control.
  - Keep your hands and thumbs on the outside of the wheel.
- **Hand-over-hand steering**
  - Use hand-over-hand steering when steering is critical, such as when parking, performing sharp right turns or correcting a skid.
- **One-hand steering**
  - It is always best to keep two hands on the steering wheel. However, when performing some maneuvers, it is okay to use one-hand steering when backing your vehicle, or when operating vehicle controls.

SIGNALING

Signals shall be given using turn signals, stop-lights, or your hand and arm. Good drivers always signal their intentions well in advance.

- Signals are required:
  - For two seconds before turning.
  - For two seconds before beginning any lane change.
  - Any time you pull away from a curb
  - Any time you leave roadway to the curb
- When you intend to slow down or stop. Your brake lights will accomplish this if they are operating properly and can readily be seen.
- In addition, most cars have an emergency flasher system for use when your car is disabled on the highway. Use it!

HAND SIGNALS



CHAPTER THREE

BASIC DRIVING SKILLS & VEHICLE MANEUVERS

- Curb to Road Movements
- Hill Driving
- Lane Changes
- Passing

PULLING OFF AND ONTO THE ROADWAY

- When you leave a curb, you are going from a stopped position to a moving position. This procedure involves planning how you will move then actually making the move.
- When you leave the roadway to the curb, you are going from moving position to a stopped position. This also requires some advance planning as you will have to find a safe place to pull your car over.
- In both movements, you will be managing visibility, time and space in your advance planning as they are important factors in planning your move away from a curb to the road or the opposite.

PULLING OFF AND ONTO THE ROADWAY

- Visibility: Check your view of oncoming traffic, and of traffic ahead of you and behind you. Notice any traffic signals, signs and road markings.
- Time: Be aware of the speed limit on the roadway and how fast the vehicles in your lane are moving will you have enough time to move into your lane? Will vehicles behind you have to slow down or stop when you merge into traffic
- Space: Check the space Infront of and behind your vehicle. Decide whether you have time to pull out of your parked position in one smooth move or whether you will have to maneuver back and forth to clear the vehicle Infront of you.

PULL OVER

To pull over, off the roadway onto the right or left shoulder in emergencies perform the following

- First signal your intentions with a right or left signal given the circumstances present.
- Second Look into your mirrors, left center, right or vice-versa to conduct traffic check.
- Then look over your shoulder in the direction you want to move your car to.
- Once, you have assured, you have the time and space, move your car at once off the roadway to the closest shoulder and smoothly apply breaks to stop your car.

Note: If this is for emergency stop, turn on your emergency flasher/Hazard lights to alert other drivers around you.

BACKING

To back your vehicle safely,

I. You must keep your vehicle on the right side of the road

II. Do not back long distances

III. Make sure the way behind you is clear before starting to back

IV. You must not interfere with traffic on the highway or roadway

V. Always turn your head and look to the rear while backing

Remember to never backup on a freeway or rural interstate.

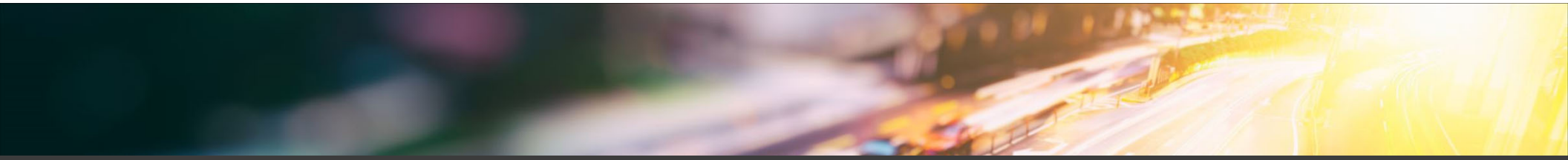
STRAIGHT BACK-UP

To complete a proper and safe straight back-up of a car, you MUST

I. Signal right for at least 2 seconds
II. Right mirror-head check to pull over to the side of the road
III. Traffic check in all directions before backing
IV. Steer the car in a straight line and at a safe speed
V. Back the car for about 30 to 40 feet at a time.
VI. Look over your shoulder the entire time you are backing
VII. Your head should be looking over your shoulder till the car come to a complete stop
VIII. The stop should be smooth, not sudden and without jerking

Remember: when you are ready to merge back in to traffic, to complete a safe merge into traffic, Left mirror-head check for traffic and pedestrian and smoothly merge into traffic when it is safe to do so.

STRAIGHT-LINE BACKING



LANE CHANGES

To properly change lanes left or right in a moving traffic safety, you must

I. Check your review mirror, clear for passing traffic
II. Complete a head check in the direction of the lane change
III. Check quickly, do not take eyes off the road for more than an instant
IV. Know the movement of all other vehicle around you
V. Drive defensively and complete the lane change safely
VI. Maintain speed during lane changes if all possible
VII. Complete the lane change in one maneuver.

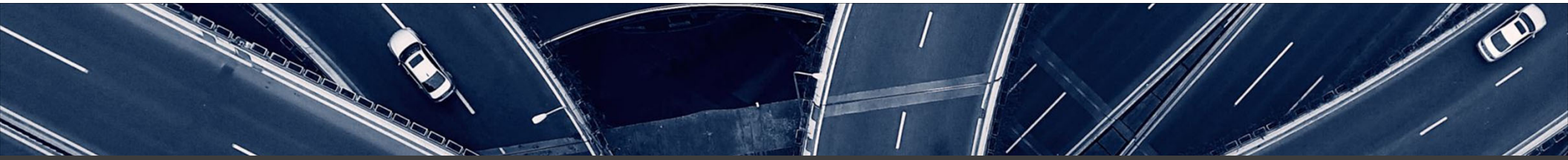
Remember p*roper use of lane requires that when passing or changing lanes, you must completely exit your current lane of travel and enter the next lane.*

LANE CHANGE & TURNING VIDEO

TAKING OVER OR PASSING ANOTHER VEHICLE.

To safely pass or over-take a vehicle in a moving traffic, you must

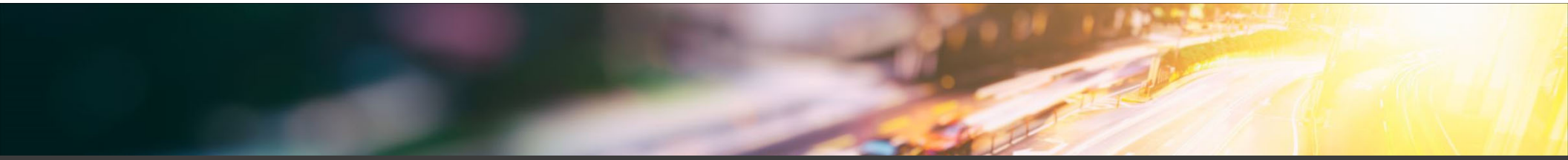
I. Maintain a proper following distance
II. Signal minimum of 2 seconds
III. Complete a mirror- head check
IV. Complete a safe lane change in one move, right or left.
V. After passing the vehicle, check your blind spots for any other traffic
VI. Signal properly to the lane you want to move into
VII. Complete a head check and complete the lane change smoothly.
VIII. Make sure the vehicle you just passed can be seen in your rear-view mirror



REMEMBER

Remember-When over taking on highway, Get back to the right-hand side of the road before coming within 200 feet of any vehicle approaching from the opposite direction & you must yield the left lane on a multiple lane highway to the vehicles approaching you from the rear.

PASSING VIDEO



When to pass on the right

- When possible, you may safely pass on the right
  I. On a two lane when the vehicle you are passing is about to turn left
  II. On a highway with at least two lanes of traffic moving in the same direction

WHEN NOT TO PASS

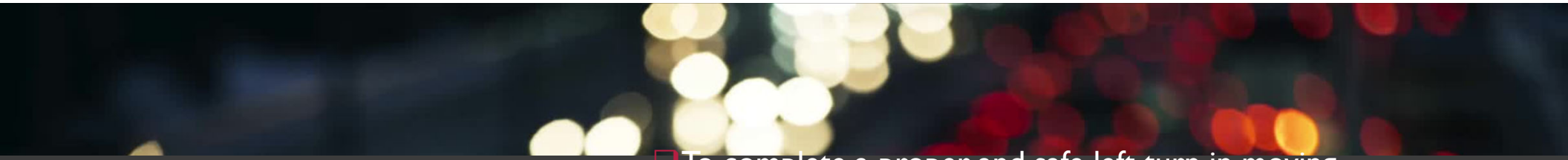
- Passing in a moving traffic is prohibited in any of the following circumstances
  1. Approaching or crossing railroad crossing
  2. Approaching within 100 feet of crossing an intersection
  3. Another car is approaching you
  4. The car in front of you has stopped at a cross walk or intersection
  5. On a hill
  6. On curves

DO NOT PASS

I. School bus lights are flashing
II. Approaching any bridge, viaduct or tunnel
III. Over double yellow lines
IV. Solid yellow line in your lane of traffic
V. In the two way left turn lane, shared turn lane.
VI. When clear no passing zone sign is posted.

VEHICLE MANUEVERS RIGHT TURNS

- To complete a proper and safe right turn in moving traffic, you should
  - Decide before you get to the turn point
  - Signal and safely move into the proper turning lane before your turning point
  - Signal at least 2 seconds before the turn
  - Slow down to reasonable turning speed
  - Make the turn properly, do not cross the yellow line or drive across an island
- *Remember: If you cannot get into proper turning lane at least 100 feet before your turn...DO NOT TURN.*



LEFT TURNS

- To complete a proper and safe left turn in moving traffic, you should
  I. Decide before you get to the turn point
  II. Signal at least 2 seconds before the turn
  III. Slow down to a reasonable turning speed
  IV. Look to the right and to the left before starting the turn
  V. If at a traffic light, move to the left turning lane
  VI. If in the middle of the road, move to the yellow center or proper turning lane
  VII. Enter the street on to which you are turning just to the right of the centerline
  VIII. Do not turn from or enter into the right hand lane

LEFT TURNS

- *Remember:*
  1. *Left turns may be made on a highway across double yellow line pavements markings indicating a two direction, No passing zone.*
  2. *You many turn left onto a one-way street from a two way on a red light after first coming to a complete stop.*

LEFT, RIGHT & U-TURN VIDEO

TWO POINT TURN

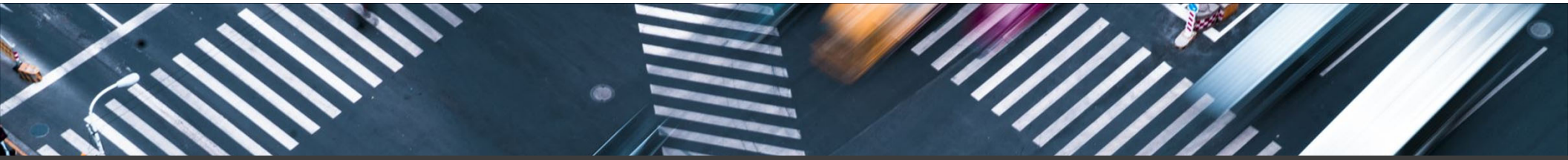
To complete a proper and safe two-point turn, you MUST

I. Signal for at least 2 seconds
II. Complete a head check for traffic and pedestrians
III. Pull to the left into the driveway
IV. Stop and shift into reverse
V. Complete a head check for traffic and pedestrians
VI. Turn the steering wheel to the right completely
VII. Back out of the driveway and into the proper traffic lane
VIII. Stop, shift into gear-D and move forward slowly and adjust speed as necessary.

THREE POINT TURN

To complete a proper and safe three-point turn, you MUST

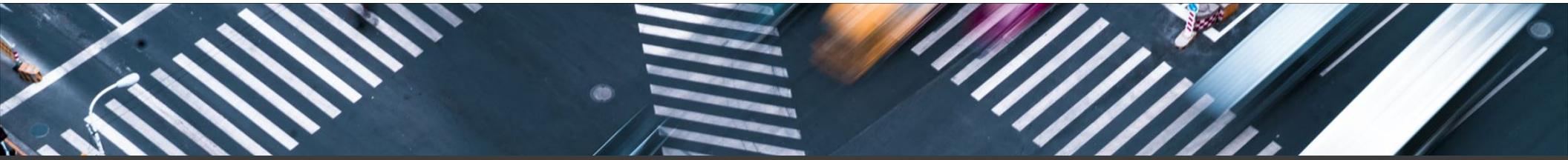
- Signal right for at least two seconds.
- Complete a head check for traffic and pedestrians
- Pull over to the right side of the roadway
- Signal left for at least 2 second
- Complete a head check for traffic and pedestrian
- Pull to the left over the oncoming traffic lane



THREE-POINT TURN

- Stop and shift into reverse
- Complete a head check for traffic and pedestrian
- Turn the wheels to the right and back slowly across the roadway
- Stop and shift into forward gear
- Complete a head check for traffic and pedestrians
- Pull forward into the travel lane. Adjust speed as necessary.

TWO- & THREE-POINT TURN VIDEO



U-TURN

- To complete a proper and safe U-turn, on a two-way traffic lane with a turn lane. You MUST
  1. Signal left two seconds and pull to move over to the turning lane
  2. Stop and steer your wheel to the left completely
  3. Complete a head check for traffic and pedestrians
  4. When clear of oncoming traffic, complete the U-turn by making a complete 180 degree turn and move into the far-right lane of traffic.
  5. DO NOT STOP, continue moving and adjust speed as necessary.

- *Remember-No U -TURNS on any curve, No U-TURNS near a top of a hill where u cannot see traffic from both directions for 500 feet and NO U-TURNS where prohibited by an official or traffic control device*

U-TURN

ROUND-ABOUT

To allow for continues traffic follow and to merge into traffic safely when approaching around about

I. Slowdown 100 feet before approaching the round about
II. Signal right and yield to traffic that is already in the round about
III. Always yield to pedestrians
IV. Keep signaling entering and exiting the round about
V. Follow traffic always to the right in a roundabout.

ROUND ABOUT VIDEO

Continuous Follow Intersection

CFI is new to Utah and the first one is located at the intersection of 3100 South & Bangerter Highway.

CFI is a new approach to intersection design to reduce traffic crashes at intersections.

Compared to a traditional intersection, it reduces the steps in the light cycle and places left turns along a safer path.

Continuous Follow Intersection

To drive through a CFI

- Proceed as you normally would but watch for another light just past the intersection. It's possible to encounter a red light here which allows left turning cars to cross in front of you.

To make a right turn on a CFI

- Be sure to yield to traffic, cyclists, and pedestrians. Make your turn, merge with traffic and keep going.

To make a left turn on a CFI

- Proceed just like a normal intersection but watch for another light just past the intersection. You may see a red light here which allows left turning cars to cross in your front of you.

CONTINUES FLOW INTERSECTION VIDEO

PARKING

Motorists are allowed to park in all areas except as prohibited by law in the following circumstances

I. On a sidewalk
II. In front of a public or private driveway
III. In an intersection
IV. Within 15 feet of a fire hydrant
V. On a crosswalk
VI. Within 20 feet of crosswalk
VII. Within 30 feet of any flashing beacon, stop sign, yield sign, or traffic control signal
VIII. In an area which is posted for pedestrian use or within 30 feet of the edges of that area

Parking

I. On any railroad tracks or within 50 feet of the nearest rail of a railroad crossing

II. Within 20 feet of the driveway entrance to any fire station. Also, if signs are posted, you may not park on the opposite side of the road if you are within 75 feet of the fire station entrance

III. Alongside or opposite any street excavation or obstruction when stopping or parking would block traffic

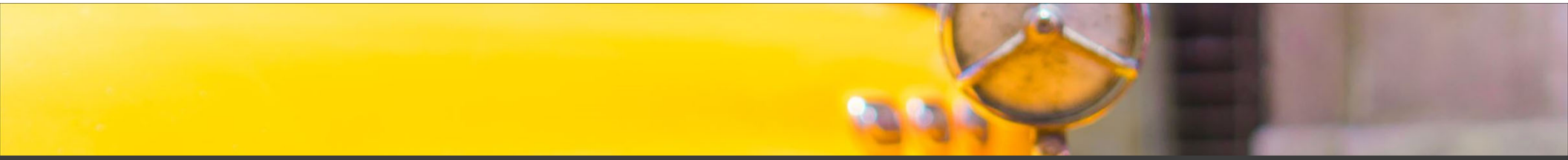
IV. On the roadway side of any vehicle stopped or parked at the edge or curb of a street (this means that you cannot double park)

V. On any bridge or other elevated highway structure or in a highway tunnel

VI. At any place where official signs prohibit stopping

VII. On the shoulder of any interstate highway. These areas may be used only if your vehicle breaks down or you are in physical distress

VIII. Red painted curbs or red zones



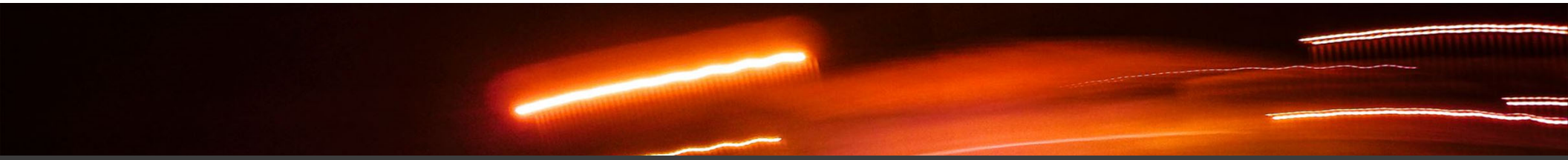
PARKING MANEUVERS
UPHILL PARKING

To complete a proper and safe Uphill parking with a curb, you MUST

I. Signal right for at least 2 seconds
II. Right mirror-head check
III. Turn your front wheels away from the curb by steering all the way to the left
IV. Put the car in Neutral, and step off the brake
V. Let the car Neutrally roll back and rest the front wheels on the curb
VI. Put the car in park
VII. Set your emergency brake if applicable.

UPHILL WITHOUT A CURB

- To complete a proper and safe Uphill parking without a curb, you MUST
  1. Signal right for at least 2 seconds
  2. Right mirror-head check
  3. Turn your front wheels to the right, by steering half-way to the right.
  4. Put the car in park
  5. Set your emergency brake



DOWN HILL PARKING

- To complete a proper and safe Downhill parking with a curb, you MUST
  I. Signal right for at least 2 seconds
  II. Right mirror-head check
  III. Pull your car close to the curb
  IV. Turn your wheels to the right as close to the curb as possible.
  V. Put the car in Neutral, Step off the brake.
  VI. Let it roll until your tires touch the curb
  VII. Put the car in park
  VIII. Set your emergency brake

UPHILL & DOWNHILL PARKING

PARKING NEAR A CURB

To complete a proper and safe parking near a curb on a level surface, you MUST

I. Signal right for at least 2 seconds
II. Right mirror-head check
III. Pull up about 12 inches from the curb
IV. Put the car in park
V. Set your emergency brake

Parallel Parking

To complete a proper and safe parallel parking, you MUST

I. Signal right for at least 2 seconds
II. Right mirror-head check
III. Set up your car in parallel to the vehicle in front of the parking space
IV. Left mirror-head check for traffic or pedestrian before backing
V. Back your car on straight line, until you can see the back of the car you were parallel to & stop.
VI. Steer your wheel all the way to the left
VII. Back your car into the open spot, until your wheel are 90-degree angle to the curb & stop

Parallel Parking

I. Steer your wheel all the way to the right
II. Back your car slowly and cautiously until your car is completely in the open space between the two cars
III. Put your car in gear, align and adjust space as necessarily
IV. Continuously look over your shoulder for the duration of your backing
V. Back into the space – no more than three pull-ups
VI. Park your car about 12 inches from curb
VII. Put your in car in park
VIII. Set your emergency brake

PARALLEL PARKING VIDEO

MOTOR VEHICLE OR PEDESTRIANS

- Yield right of way to pedestrians at all time in a marked or unmarked crosswalk
- You must also yield when a pedestrian approaching from the opposite side of the roadway is close to the center of the roadway.
- When crossing a sidewalk must yield to all traffic on the sidewalk.

Complete Stops

You must come to a complete stop and clear traffic in all of the following circumstances before proceeding in traffic.

I. At a steady (non-flashing) red light or at a flashing red light.
II. At all stop signs
III. At railroad crossings controlled by flashing signals, gates, a watchman, or stop signs.
IV. For stopped school bus displaying flashing red lights and signals visible from front or rear
V. At the scene of any crash in which you may be involved as a driver.
VI. When a police or other peace officer requests you to stop
VII. Prior to a sidewalk area, or street,
VIII. When coming onto a street or highway from an alley, private driveway, private road, or from a building

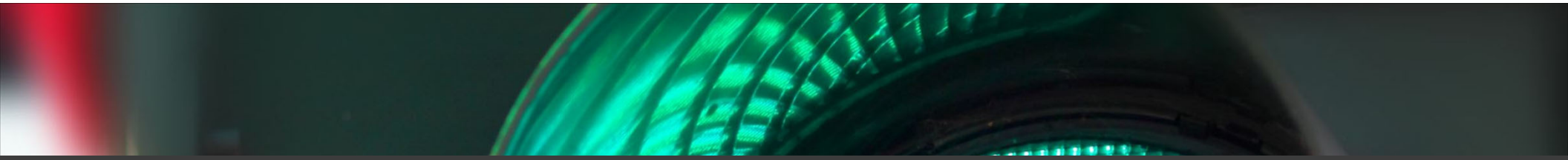
SLOW DOWN WORK ZONE

Work zone

- In a work zone, you must
  I. Adjust your speed to the road conditions
  II. Adjust your lane position away from workers and equipment
  III. Prepare for the unexpected
  IV. Pay attention to all warning or traffic control devices in work zones to include
    a) Road signing
    b) Traffic control devices

TRAFFIC CONTROL DEVICES

- In construction zone, traffic control devices include
  - Signs
  - Barricades
  - Drums
  - Cones
  - Tubes
  - Flashing arrow panels



TRAFFIC CONTROL DEVICES

Things to Remember:

I. *In a construction Drivers are required to obey both flaggers and law enforcement officers*

II. *Most road constructions are carried out at night to allow use of roadways during the day and to relieve traffic congestion.*

III. *Basic color of most construction traffic control devices is ORANGE.*

Common rules of the road

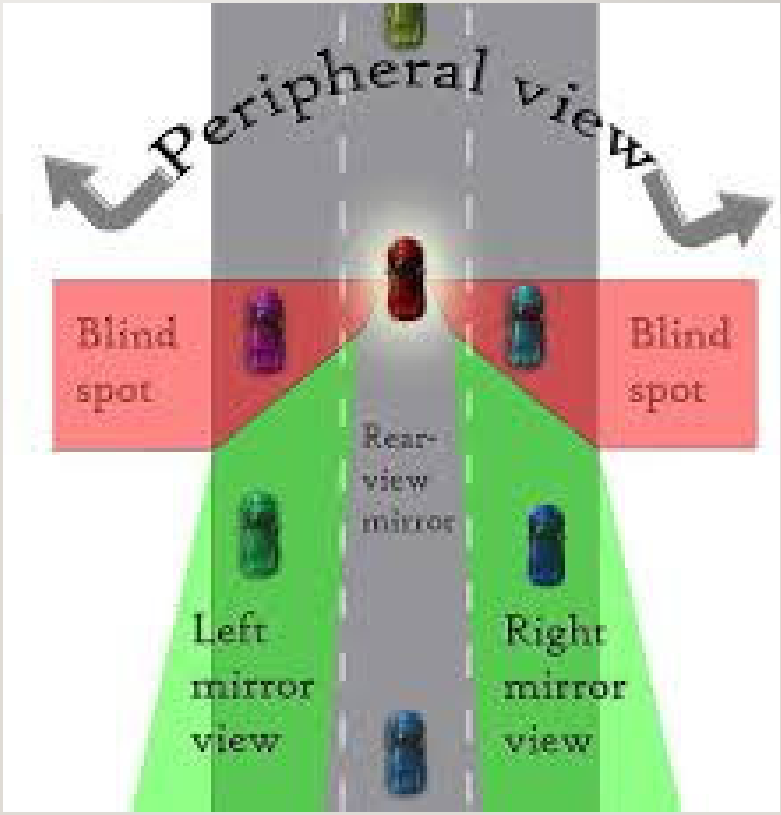
- Three second rule
- Blind spots
- Backing
- Merging
- Following Distance

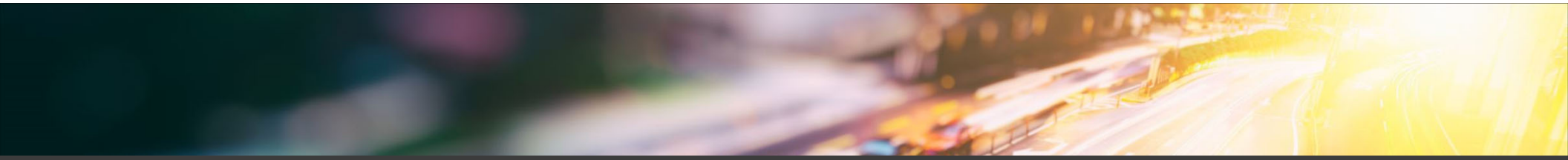
THREE SECOND RULE

Three second rule simply says, it should take your car at least THREE SECONDS to reach the spot that the car ahead of you just passed.

BLIND SPOTS

- These are the areas around your car where you cannot see by just looking in your rear view or side mirror.
- To see traffic in your blind spots you must complete a mirror-head check





Do not Back

- On a freeway
- When such backing will interfere with the continuous safe follow of traffic

MERGING

- To merge into a lane of traffic, you must yield the right-of-way to all vehicles traveling the continuing lane of traffic and which are close enough to be an immediate threat.
- Note: It is against the law to cross over or to drive in the "gore area" to merge into traffic

FOLLOWING DISTANCE

- You may not follow a fire truck or other emergency response vehicles responding to call for service closer than 500 feet.
- You may not drive or park on the same block where the emergency response vehicle has stopped to answer call for service.
- Follow the posted following distance for all other service vehicles, i.e. parking enforcement, meter readers and postal trucks.

TURNING LEFT AT AN INTERSECTION

- If you are in an intersection and want to turn left, you must yield the right of way to any vehicle approaching from the opposite direction, even when the traffic light is green.

RIGHT TURNS AT PEDESTRIAN CROSSINGS

LEFT TURN VIDEO

SUMMARY QUESTIONS