



Training Solutions, Delivered!

PROFESSIONAL TRUCK DRIVING

**Leader's Guide, Fact Sheet
& Quiz**

Item Number: 5054
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This easy-to-use Leader's Guide is provided to assist in conducting a successful presentation.

PREPARING FOR THE MEETING

Here are a few suggestions for using this program:

- a) Review the contents of the Fact Sheet that immediately follows this page to familiarize yourself with the program topic and the training points discussed in the program. The Fact Sheet also includes a list of Program Objectives that details the information that participants should learn from watching the program.
- b) If required by your organization, make an attendance record to be signed by each participant to document the training to be conducted.
- c) Prepare the area and equipment to be used for the training. Make sure the watching environment is comfortable and free from outside distractions. Also, ensure that participants can see and hear the TV screen or computer monitor without obstructions.
- d) Make copies of the Review Quiz included at the end of this Leader's Guide to be completed by participants at the conclusion of the presentation. Be aware that the page containing the answers to the quiz comes before the quiz itself, which is on the final page.

CONDUCTING THE PRESENTATION

- a) Begin the meeting by welcoming the participants. Introduce yourself and give each person an opportunity to become acquainted if there are new people joining the training session.
- b) Introduce the program by its title and explain to participants what they are expected to learn as stated in the Program Objectives of the Fact Sheet.
- c) Play the program without interruption. Upon completion, lead discussions about your organization's specific policies regarding the subject matter. Make sure to note any unique hazards associated with the program's topic that participants may encounter while performing their job duties at your facility.
- d) Hand out copies of the review quiz to all of the participants and make sure each one completes it before concluding the training session.

5054 PROFESSIONAL TRUCK DRIVING FACT SHEET

LENGTH: 6 MINUTES

PROGRAM SYNOPSIS:

As a professional truck driver, you're likely to spend a great deal of your time navigating some of the most crowded and dangerous roads out there. Bumper to bumper highway traffic, crowded city streets, and drivers who don't always obey the rules of the road are only some of the hazards you encounter each day. Being a professional, your priority is to get your loads to your destination safely and on time. Following the rules for defensive driving will help you keep yourself, your load and your truck safe and avoid costly and even life-threatening accidents. This program shows provides a basic overview of safe driving techniques to help truck drivers avoid hazards on the road.

PROGRAM OBJECTIVES:

After watching the program, the viewer will be able to explain the following:

- What "Visual Scanning" is and how to use it to keep aware of traffic problems;
- What road hazards to be on the lookout for;
- What hazards may be presented by other drivers, bicyclists and pedestrians;
- * How to communicate your intentions with other drivers.

PROGRAM OUTLINE

VISUAL SCANNING

- The first thing you have to remember is that most of the other drivers on the road are not professionals and don't always drive defensively. As long as you remain patient, alert and responsive, you'll have the best chance of avoiding any trouble.
- Maneuvering your truck through traffic safely depends upon knowing how to keep your eyes on the road at all times, as well as on the vehicles traveling all around you. This technique for this is called "Visual Scanning".
- Constantly scanning the roadway will help you avoid the need to make emergency maneuvers. Try to always look 12 seconds ahead, so that if something happens on the road in front of you, you'll have time to brake and avoid a collision.
- On a city street the 12 seconds equals about one block. On the highway, traveling at a normal speed, it's about 1/4 mile.
- Remember that the road ahead of you isn't the only direction you need to look. Get in the habit of looking ahead, then to your left and right and then checking your mirror. Constant surveillance will keep you aware of any traffic problems you may have to deal with.
- Familiarize yourself with the signs of upcoming hazards: flashing brake lights, debris on the roadway, a car that tries to pass you unsafely and especially a tailgater, any situation that may require a split-second defensive reaction on your part.

ROAD HAZARDS

- There are two types of hazards that you need to be always looking for. The first are road hazards. These could be problems related to the conditions of the road itself, like potholes or buckling or obstacles in the road such as stalled vehicles, or even railroad crossings, all of which can require emergency or defensive, maneuvers.
- Driving conditions like narrow roads or sharp turns can be problematic as well. The first line of defense is to always stay alert and aware and think ahead.
- Try to plan how you'll handle these situations when they arise. Being prepared allows you to stay focused and perform at your best.

HAZARDS PRESENTED BY OTHER DRIVERS

- The second type of hazard has to do with all of the people you share the roadway with, whether they're driving vehicles or walking down the sidewalk.

- Remember that you're the professional; other drivers don't have your level of experience or the training and driving skills that you have. Not only that, you can't assume that their line of vision is clear or that they even know where they're going.
- Drivers who are unfamiliar with the roads and surroundings often make unsafe and sudden maneuvers, requiring you to have react quickly to avoid accidents.
- Unfortunately, there's another group of drivers that you should never forget about: those driving under the influence. Whether late at night or early in the morning, there's always a percentage of drivers out there who shouldn't be on the road at all. When you see someone driving erratically, keep your eye on the vehicle, be ready to react defensively in case of sudden speed or lane changes.
- People walking and working in the streets are another kind of hazard that has its own set of rules. Road crews working in the streets create obstacles and detours that can be dangerous and confusing.

PEDESTRIAN & BICYCLE HAZARDS

- Bicyclists and bike messengers can be hard to see, unpredictable in their movements and sometimes reckless in their haste.
- Pedestrians don't always follow road rules either. They jaywalk, ignore the stop signs and lights and dart between parked cars intent on their destination.
- It's your responsibility as a professional truck driver to be on the lookout for them, because your awareness and driving skills may be the only thing that can prevent an accident.

COMMUNICATION WITH OTHER DRIVERS

- On the highway, one of the most important defensive skills is how you communicate with the other drivers on the road. Always use your turn signals for every lane change, pass or turn, and for pulling into traffic from the side of the road.
- Always signal early enough to allow other drivers to see your signal and react. If you feel that you haven't caught their attention, use your horn; a light tap is all that is required to prevent a possible accident.
- It's a good idea to try to make eye contact. See if you can confirm that they've seen you and are reacting with their own defensive maneuvers.

CONCLUSION

- These are only a few of the challenges you face as a driver of straight trucks on our roadways. You need to master many driving skills to meet the challenges you encounter on the road.
- Whether you're dealing with extreme weather conditions, driving at night or trying to operate in congested areas, driving defensively and staying alert, aware and ready to react will always be the safest way to complete your journey.

PROFESSIONAL TRUCK DRIVING

ANSWERS TO THE REVIEW QUIZ

1. a

2. b

3. a

4. a

5. b

6. a

7. d

8. a

9. d

10. a

PROFESSIONAL TRUCK DRIVING
REVIEW QUIZ

The following questions are provided to determine how well you understand the information presented in this program.

Name _____ Date _____

1. Driving defensively means being aware and ready to respond to unexpected conditions and hazards.
 - a. True
 - b. False
2. Drivers under the influence do not pose a potential threat to professional drivers.
 - a. True
 - b. False
3. At highway speeds, how far ahead your vehicle should you be scanning to safely anticipate potential hazards?
 - a. 1/4 mile
 - b. 1/2 mile
 - c. 3/4 mile
 - d. 1 mile
4. You should try to make eye contact with other drivers whenever possible.
 - a. True
 - b. False
5. Turn signals are only important on city streets.
 - a. True
 - b. False
6. Most of the drivers you share the road with are not professionals.
 - a. True
 - b. False
7. How far ahead should you look while driving?
 - a. 4 seconds
 - b. 6 seconds
 - c. 8 seconds
 - d. 12 seconds
8. Visual Scanning helps you be aware of what's going on around your truck so you can make safe decisions behind the wheel.
 - a. True
 - b. False
9. Which of these pose a potential hazard to drivers?
 - a. Pedestrians
 - b. Weather
 - c. Fatigue
 - d. All of the above
10. Driving safely is who's responsibility?
 - a. Yours
 - b. D.O.T
 - c. OSHA
 - d. Law Enforcement