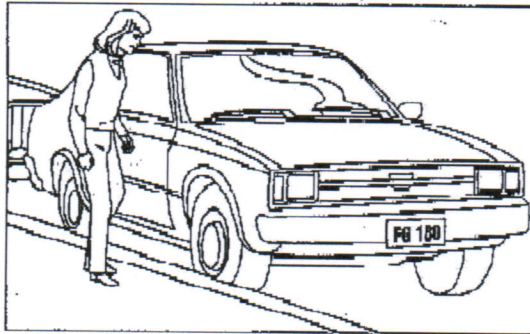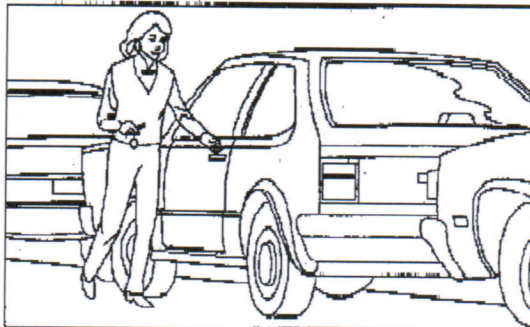Name _____   Date _____

Basic Vehicle Control

Outside Checks

☐ 1. Walk around your vehicle with keys in hand and look for objects in the path you intend to take. Also look for water or oil marks under the vehicle.

☐ 2. Glance at the tires to see they are inflated properly.

☐ 3. Notice the direction the front wheels are pointed. If they are not pointed straight ahead, your vehicle will go to the left or right as soon as you begin to drive.

☐ 4. Make sure the windshield, windows, headlights, and taillights are clear.

☐ 5. Check the back window ledge for loose objects. Remove any before driving.

☐ 6. Look inside the vehicle to be sure you do not have unwanted passengers.

Getting into the Vehicle

☐ 1. If you enter your vehicle from the street side, have your keys in hand ready to unlock the door. If you use a remote-control device, unlock the vehicle before you walk into the street.

☐ 2. Walk around the front of the vehicle toward the back. You then can see oncoming traffic. Do not open the door if an oncoming vehicle is near.

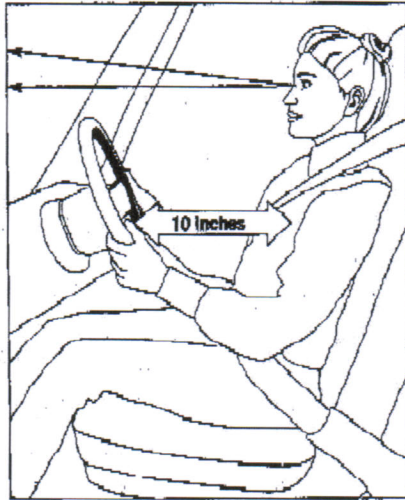☐ 3. Get in quickly, close the door, and lock it. Put the key in the ignition.

Instructor's Notes and Comments

✳ Pre-Drive checks

Name _____   Date _____

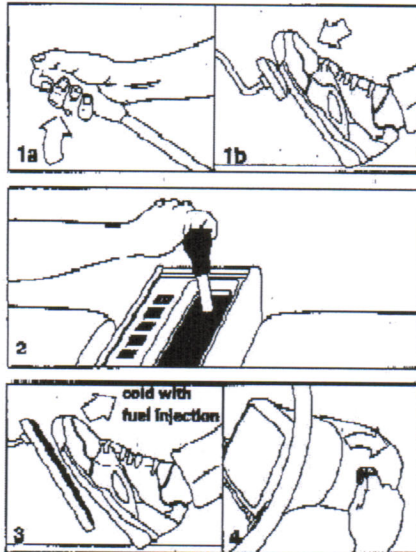## Basic Vehicle Control

10 Inches

Inside Checks

☐ 1. Lock all doors.

☐ 2. Adjust the seat so you are in a comfortable position. Sit with your back firmly against the back of the seat. Sit high enough to see over the steering wheel. Adjust the seat so you are at least 10 inches back from the hub of the wheel if there is an air bag in it. Reach for the accelerator and brake pedal with your right foot to judge a comfortable distance. Your knees should be slightly bent.

☐ 3. Place your hands in a balanced, comfortable position on the steering wheel with your elbows slightly bent.

☐ 4. Adjust the head restraint to the middle of the back of your head.

☐ 5. Adjust the inside rearview mirror so it shows the area behind you through the rear window.

☐ 6. Adjust the left and right outside rearview mirrors so they show a slight amount of the sides of the vehicle.

☐ 7. Fasten your safety belt and ask all passengers to fasten theirs.

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Instructor's Notes and Comments

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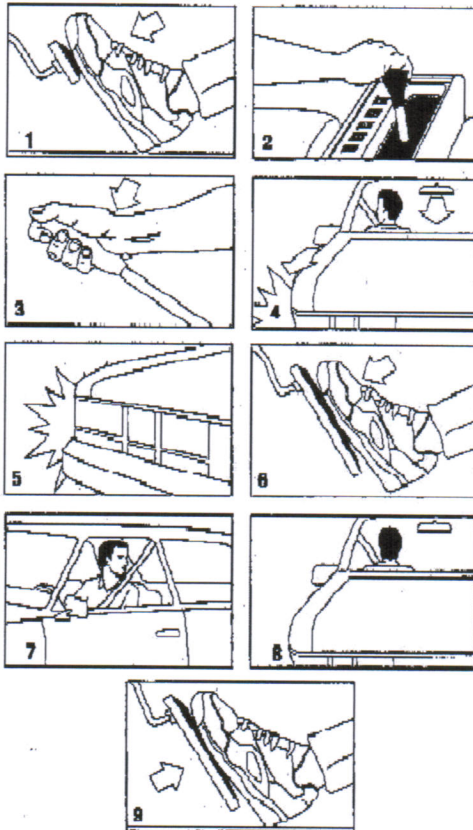
Basic Vehicle Control

Starting the Engine

☐ 1. Make sure the parking brake is set. Pull up the lever for a parking brake on the console. Push down on the pedal for a foot parking brake.

☐ 2. Make sure the selector lever is in PARK. If you are starting the vehicle after the engine has stalled, place the selector lever in NEUTRAL.

☐ 3. If your vehicle has fuel injection and the engine is cold, keep your foot off the accelerator.

☐ 4. Turn the ignition switch to "On." Continue turning the key to start the engine. Release the key as soon as the engine starts.

☐ 5. Check the gauges, warning lights, and fuel supply.

• *Caution:* Never try to start the engine when it is already running. Expensive damage to the starter can result. Press lightly on the accelerator so you will know whether or not the engine is running. When in doubt, turn the key to "Off" and repeat the starting procedure.

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Instructor's Notes and Comments

Name _____ Date _____
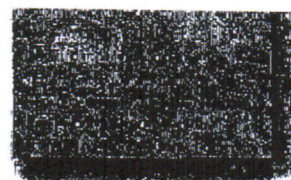
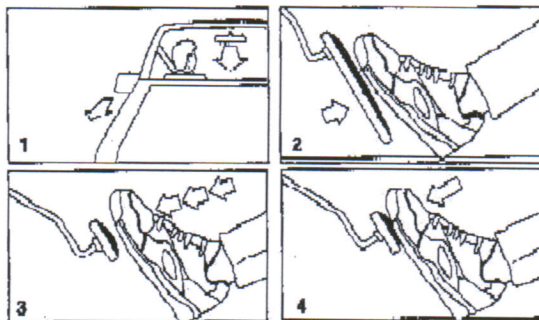# Basic Vehicle Control

Putting the Vehicle in Motion

☐ 1. Press firmly on the foot brake.

☐ 2. Move the selector lever to DRIVE.

☐ 3. Release the parking brake while still pressing the foot-brake pedal.

☐ 4. Check for traffic ahead and in rearview mirrors. Look over your left shoulder to see if a vehicle is approaching from the rear.

☐ 5. If you are going to move away from the right curb, use the left turn signal to alert other drivers. Check mirrors again.

☐ 6. When you know the roadway is clear, release the foot-brake pedal and press gently on the accelerator to increase speed smoothly.

☐ 7. Quickly check again over your left shoulder for traffic.

☐ 8. Cancel the signal, if necessary.

☐ 9. As you reach your desired speed, let up a little on the accelerator. Adjust your speed to traffic.

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Instructor's Notes and Comments
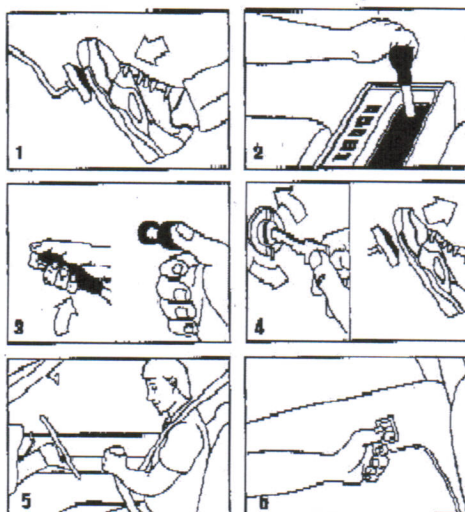
Name _____ Date _____

Basic Vehicle Control

Stopping the Vehicle

☐ 1. Check traffic in both mirrors before slowing down.

☐ 2. Let up on the accelerator.

☐ 3. Tap the foot brake lightly.

☐ 4. Gradually press down on the foot-brake pedal. Ease up on the brake just before stopping. Leave the selector lever in DRIVE if you plan to start moving again immediately. Otherwise, shift to PARK.

Securing the Vehicle

☐ 1. Once you have stopped, continue pressing the foot brake

☐ 2. Shift to PARK in an automatic or to REVERSE in a stickshift vehicle.

☐ 3. Set the parking brake. Turn off all accessories. Close all windows.

☐ 4. Turn off the ignition switch. Remove the key. Release the foot brake pedal.

☐ 5. Unfasten your safety belt.
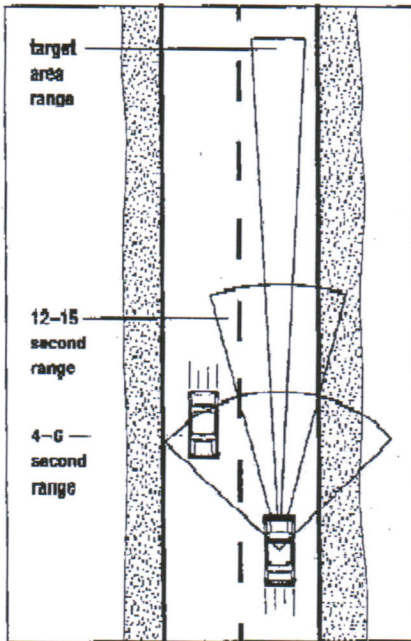
☐ 6. Lock all doors.

Leaving the Vehicle

☐ 1. Check inside and outside mirrors.

☐ 2. Make sure you have your keys.

☐ 3. Glance over your left shoulder before opening the door.

☐ 4. When it is safe, open the door and get out quickly.

☐ 5. Make sure all doors are locked. Walk around the rear of the vehicle to reduce your risk of being hit.

Instructor's Notes and Comments

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Name _____   Date _____

Performing Basic Vehicle Maneuvers

Orderly Visual Search Pattern

Below is an example of an orderly visual search pattern for straight-ahead driving.

☐ 1. Look ahead to your target area range.

☐ 2. Evaluate your left-front, front, and right-front zones in the 12–15 second range. Search driveways and intersections for possible changes in your line of sight and path of travel.

☐ 3. Glance in rearview mirror to check your rear zones.

☐ 4. Evaluate your 4–6 second range before entering that space.

☐ 5. Look ahead again to evaluate another 12–15 second range.

☐ 6. Check your 4–6 second range.

☐ 7. Glance in rearview mirror.

☐ 8. Check speedometer and gauges.

Repeat this pattern or a similar pattern as you move forward.

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Instructor's Notes and Comments

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