

TIPS FOR GETTING YOUR LICENSE FAST!

IMPORTANT LINKS

Arizona ADOT: <http://dri.vg/xRu>

ADOT CDL Information: <http://dri.vg/84j>

ADOT Appointments: <http://dri.vg/L09>

Driver License Office Locations: <http://dri.vg/ILl>

Fees: <http://dri.vg/L09>

ADOT REQUIREMENTS CHECKLIST

- Valid Driver's License
- Medical Certificate: <http://dri.vg/NXe>
- Proof of Identity Documents:
<http://dri.vg/R24>

TESTS YOU WILL NEED TO TAKE

General Knowledge
Air Brakes (if applicable)
Pre-Trip Inspection
Basic Skills
CDL Road Test
Vision Exam

Applicable exams for desired endorsements:

- Hazardous Materials
- Tank Vehicles
- Passengers
- School Bus
- Double/Triple Trailers

Practice exam available online at:
www.TestQuestionsAndAnswers.com

ADOT CHEATS and TIPS!

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1. If you are driving a truck or bus that cannot make the right turn without swinging into another lane:
 - Don't turn wide to the left as you start the turn. A following driver may think you are turning left and try to pass you on the right.
 - Turn wide as you complete the turn. Keep the rear of your vehicle close to the curb.
- 2 – Space for Turns
2. Every time you stop during a trip, you should check the following items for signs of trouble:
 - Tires, wheels and rims.
 - Brakes.
 - Lights and reflectors.
 - Brake and electrical connections to trailer.
 - Trailer coupling devices.
 - Cargo securement devices.
- 2 – Vehicle Inspection
3. States often set axle weight limits by a:
 - Bridge formula - A bridge formula permits less maximum axle weight for axles that are closer together to prevent overloading bridges and roadways.
- 3 – Legal Weight Limits



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4. The Department of Transportation requires that ABS be on:

- Truck tractors with air brakes built on or after March 1, 1997.
- Other air brake vehicles, (trucks, buses, trailers, and converter dollies) built on or after March 1, 1998.
- Hydraulically braked trucks and buses with a gross vehicle weight rating of 10,000 lbs. or more built on or after March 1, 1999.

2 – Vehicles Required to Have Antilock Braking Systems

5. Systems that have a manufacturer's weight capacity rating are known as:

- Suspension Systems.

3 – Definitions You Should Know

6. On downgrades, your most important objective is to select and maintain a speed that is not too fast for the:

- Total weight of the vehicle and cargo.
- Length of the grade.
- Steepness of the grade.
- Road conditions.
- Weather.

2 – Speed on Downgrades

7. Hazardous materials are:

- Products that pose a risk to health, safety, and property during transportation.

2 – What Are Hazardous Materials?

8. Step 1 of the Seven-Step Inspection Method may include:

- A review of the Last Vehicle Inspection Report.

2 – Seven-step Inspection Method

9. The intent of the Hazardous Materials rules is to:

- Contain the product. - To protect drivers and others from contact, the rules tell shippers how to package safely.
- Communicate the risk. - The shipper uses a shipping paper and diamond shaped hazard labels to warn dockworkers and drivers of the risk.
- Ensure safe drivers and equipment.

2 – Why Are There Rules?

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10. These trailers can get stuck on raised crossings:

- Low slung units (lowboy, car carrier, moving van, possum-belly livestock trailer).
- Single-axle tractor pulling a long trailer with its landing gear set to accommodate a tandem axle tractor.

2 – Special Situations

11. Poor weight balance can lead to:

- Too much weight on the steering axle causing hard steering.
- Damage to the steering axle and tires.

3 – Balance the Weight

12. You should shift the transmission to a low gear before starting down a mountain grade because:

- After your speed has already built up, you will not be able to shift into a lower gear.
- You may not even be able to get back into any gear and all engine braking effect will be lost.
- Forcing an automatic transmission into a lower gear at high speed could damage the transmission and also lead to loss of all engine braking effect.

2 – Select the Right Gear Before Starting Down the Grade

13. Drivers of trucks and truck tractors when transporting cargo must inspect the securement of the cargo within:

- The first 50 miles of a trip and;
- Every 150 miles or every three hours (whichever comes first) after.

2 – Inspection During a Trip

14. If the Anti-lock Brakes (ABS) on your trailer are not functioning properly, the:

- Yellow light on the left rear of the trailer will remain on.

2 – Seven-step Inspection Method

15. On a left turn:

- Make sure you have reached the center of the intersection before you start the left turn.

2 – Space for Turns



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16. To avoid driving distractions:

- Review and be totally familiar with all safety and usage features on any in-vehicle electronics, including your wireless or cell phone, before you drive.
- Pre-program radio stations.
- Pre-load you favorite CDs or cassette tapes.
- Clear the vehicle of any unnecessary objects.
- Review maps and plan your route before you begin driving.
- Adjust all mirrors for best all-round visibility before you start your trip.
- Don't attempt to read or write while you drive.
- Avoid smoking, eating and drinking while you drive.
- Don't engage in complex or emotionally intense conversations with other occupants.

2 – Don't Drive Distracted

17. When driving in fog conditions:

- Obey all fog-related warning signs.
- Slow down before you enter fog.
- Use low-beam headlights and fog lights; even in daytime.
- Turn on your 4-way flashers.
- Watch for vehicles on the side of the roadway.
- Use roadside highway reflectors as guides to determine how the road may curve ahead of you.
- Listen for traffic you cannot see.
- Avoid passing other vehicles.
- Don't stop along the side of the road, unless absolutely necessary.

2– Driving in Fog

18. Gross Vehicle Weight (GVW) is the:

- Total weight of a single vehicle plus its load.

3 – Definitions You Should Know

19. Examples of roadway hazards include:

- Work zones.
- Drop offs.
- Foreign objects in the road.
- Off Ramps/On Ramps.

2 – Hazardous Roads

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20. Vehicle factors that make night driving risky include dirty or badly adjusted:

- Headlights.
- Other lights.
- Turn Signals and Brake Lights.
- Windshield and Mirrors.

2 – Vehicle Factors

21. You must know the rules for inspecting your cargo in the places where you will be going because:

- Federal, state, and local regulations for commercial vehicle weight, securing cargo, covering loads, and where you can drive large vehicles vary from place to place.

3 – Inspecting Cargo

22. Step 6 of the Seven-Step Inspection Method includes:

- Check Signal Lights.

2 – Seven-step Inspection Method

23. When checking the condition of brake drums or shoes, look for:

- Cracked drums.
- Shoes or pads with oil, grease, or brake fluid on them.
- Shoes worn dangerously thin, missing, or broken.

2 – Vehicle Inspection

24. When driving in mountains, your most important consideration is to select a speed that is not too fast for the:

- Total weight of the vehicle and cargo.
- Length of the grade.
- Steepness of the grade.
- Road conditions.
- Weather.



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2 – Select a "Safe" Speed

25. When you have to back up, follow these safety rules:

- Start in the proper position.
- Look at your path.
- Use mirrors on both sides.
- Back slowly.
- Back and turn toward the driver's side whenever possible.
- Use a helper whenever possible.

2 – Backing Safely

26. If you have to leave the road to avoid a crash:

- Avoid Braking If Possible. Until your speed has dropped to about 20 mph.
- Keep One Set of Wheels on the Pavement, if Possible.
- Stay on the Shoulder.

2 – Steering to Avoid a Crash

27. Braking in a curve is dangerous because:

- It is easier to lock the wheels and cause a skid.

2 – Speed and Curves

28. Dry bulk tanks require special care because:

- They have a high center of gravity, and the load can shift. Be extremely cautious (slow and careful) going around curves and making sharp turns.

3 – Dry Bulk

29. Hazardous chemicals and the identification numbers assigned to them are listed in the:

- US DOT Emergency Response Guidebook (ERG).

2 – Lists of Regulated Products

30. There are three types of vehicle inspections:

- Pre- trip.
- During trip.
- After trip inspection and report.

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2 – Vehicle Inspection

31. Aggressive driving is:

- The act of operating a motor vehicle in a selfish, bold, or pushy manner, without regard for the rights or safety of others.

2 – What Is It?

32. To ensure clear space above your vehicle:

- Don't assume that the heights posted at bridges and overpasses are correct.
- The weight of a cargo van changes its height. An empty van is higher than a loaded one.
- If you aren't sure you have safe space to pass under an object, take another route.
- Some roads can cause a vehicle to tilt, drive a little closer to the center of the road.
- Before you back into an area, get out and check for overhanging objects.

2 – Space Overhead

33. To reduce stress while driving:

- Reduce your stress before and while you drive.
- Give the drive your full attention. Don't allow yourself to become distracted.
- Be realistic. Expect delays because of traffic, construction, or bad weather and make allowances.
- If you're going to be late – take a deep breath and accept the delay.
- Slow down and keep your following distance reasonable.
- Don't drive slowly in the left lane of traffic.
- Avoid gestures.
- Be a cautious and courteous driver.

2 – Don't Be an Aggressive Driver

34. Here are some rules to follow in putting out a fire:

- When using an extinguisher, stay as far away from the fire as possible.
- Aim at the source or base of the fire, not up in the flames.

2 – Fire Fighting

35. When driving in very hot conditions, pre-trip inspections should include a check for:

- Tires.
- Engine Oil.

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- Engine Coolant.
- Engine Belts.

2 – Vehicle Checks

36. To use “Stab Braking” in an emergency:

- Apply your brakes all the way.
- Release brakes when wheels lock up.
- As soon as the wheels start rolling, apply the brakes fully again.

2 – How to Stop Quickly and Safely

37. In addition to your pre-trip inspection you must:

- Inspect the cargo and its securing devices again within the first 50 miles (25 miles in California) after beginning a trip. Make any adjustments needed.

3 – Inspecting Cargo

38. Too little weight on the driving axles can cause:

- Poor traction.

3 – Balance the Weight

39. The two styles of braking used in an emergency are:

- Controlled Braking.
- Stab Braking.

2 – How to Stop Quickly and Safely

40. In an emergency, your total stopping distance includes the:

- Perception Distance + Reaction Distance + Braking Distance.

2 – Stopping Distance

41. Gross Combination Weight Rating (GCWR) is the:

- Maximum Gross Combination Weight (GCW) specified by the manufacturer for a specific combination of vehicles plus its load.

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3 – Definitions You Should Know

42. Mirrors can only be adjusted accurately when:

- The trailer is straight.

2 – Seeing to the Sides and Rear

43. It is important to look at your cargo covers in the mirrors from time to time while driving because:

- A flapping cover can tear loose, uncovering the cargo, and possibly block yours or someone else's view.

3 – Covering Cargo

44. When steering to avoid an emergency:

- Do not apply the brake while you are turning. - It's very easy to lock your wheels while turning.
- Do not turn any more than needed to clear whatever is in your way - You run the risk of a skid or rollover.
- Be prepared to "counter-steer," - To turn the wheel back in the other direction, once you've passed whatever was in your path.

2 – Steering to Avoid a Crash

45. When driving in winter conditions:

- Slippery Surfaces. Drive slowly and smoothly on slippery roads.
- Start Gently and Slowly. When first starting, get the feel of the road. Don't hurry.
- Check for ice on the road especially on bridges and overpasses.
- Adjust Turning and Braking to Conditions. Make turns as gently as possible. Don't brake any harder than necessary.
- Adjust Speed to Conditions. Go slowly and watch far enough ahead to keep a steady speed.
- Adjust Space to Conditions. Don't drive alongside other vehicles.
- Wet Brakes. Water in the brakes can cause the brakes to be weak, to apply unevenly, or to grab.

2 – Driving

46. When checking cargo securement on trucks, check to see that:

- Cargo properly blocked, braced, tied, chained, etc.
- Header board adequate, secure (if required).
- Side boards, stakes strong enough, free of damage, properly set in place (if equipped).
- Canvas or tarp (if required) properly secured to prevent tearing, billowing, or blocking of mirrors.

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- If oversized, all required signs (flags, lamps, and reflectors) safely and properly mounted and all required permits in driver's possession.
- Curbside cargo compartment doors in good condition, securely closed, latched/locked and required security seals in place.

2 – Seven-step Inspection Method

47. Devices used in the front, back, and/or sides of a piece of cargo to keep it from sliding are known as:

- **Blocking.**

3 – Blocking and Bracing

48. Step 3 of the Seven-Step Inspection Method includes:

- **Get In and Start Engine.**
- **Look at the Gauges.**
- **Check Condition of Controls.**
- **Check Mirrors and Windshield.**
- **Check Emergency Equipment.**
- **Check Safety Belt.**

2 – Seven-step Inspection Method

49. No matter how small the cargo, it should have at least:

- **Two tiedowns.**

3 – Cargo Tiedown

50. Alcohol affects judgment, vision, coordination, and reaction time. It causes serious driving errors, such as:

- **Increased reaction time to hazards.**
- **Driving too fast or too slow.**
- **Driving in the wrong lane.**
- **Running over the curb.**
- **Weaving.**

2 – Alcohol and Driving

51. Step 2 of the Seven-Step Inspection Method includes:

- **Engine oil level.**
- **Coolant level in radiator; condition of hoses.**
- **Power steering fluid level; hose condition (if so equipped).**
- **Windshield washer fluid level.**
- **Battery fluid level, connections, and tie downs (battery may be located elsewhere).**

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- Automatic transmission fluid level (may require engine to be running).
- Check belts for tightness and excessive wear (alternator, water pump, air compressor) — learn how much "give" the belts should have when adjusted right, and check each one.
- Leaks in the engine compartment (fuel, coolant, oil, power steering fluid, hydraulic fluid, battery fluid).
- Cracked, worn electrical wiring insulation.

2 – Seven-step Inspection Method

52. Cargo should have at least one tiedown for each:

- Ten feet of cargo.

3 – Cargo Tiedown

53. While inspecting the condition of visible parts on both the left and right sides, check:

- Rear of engine--not leaking.
- Transmission--not leaking.
- Exhaust system--secure, not leaking, not touching wires, fuel, or air lines.
- Frame and cross members--no bends or cracks.
- Air lines and electrical wiring—secured against snagging, rubbing, wearing.
- Spare tire carrier or rack not damaged (if so equipped).
- Spare tire and/or wheel securely mounted in rack.
- Spare tire and wheel adequate (proper size, properly inflated).

2 – Seven-step Inspection Method

54. The best advice for driving in fog is:

- Don't!

2 – Driving in Fog

55. The structure designed to protect the driver from forward movement of the cargo in a crash or emergency stop is known as the:

- Header Board (Headache Board).

3 – Header Boards

56. If you must stop on or by a one-way or divided highway, place warning devices:

- 10 feet, 100 feet, and 200 feet toward the approaching traffic.

2 – Communicating Your Presence

57. When checking fuel tanks, check for:

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- Securely mounted, not damaged, or leaking.
- Fuel crossover line secure.
- Tank(s) contain enough fuel.
- Cap(s) on and secure.

2 – Seven-step Inspection Method

58. To check hydraulic brakes for leaks:

- Pump the brake pedal three times. Then apply firm pressure to the pedal and hold for five seconds. The pedal should not move. If it does, there may be a leak or other problem. Get it fixed before driving.

2 – Seven-step Inspection Method

59. Skids are caused in one of four ways:

- Over-braking.
- Over-steering.
- Over-acceleration.
- Driving Too Fast.

2 – Skid Control and Recovery

60. When accelerating:

- Don't roll back when you start. You may hit someone behind you.
- If you have a manual transmission, partly engage the clutch before you take your right foot off the brake.
- Put on the parking brake whenever necessary to keep from rolling back.
- Speed up smoothly and gradually. Fast starts can cause damage to the coupling and cause loss of traction in rain or snow.

2 – Accelerating

61. The basic steps to be taken at any collision are to:

- Protect the area. Move off the road if possible to prevent another collision.
- Notify authorities. Call 911.
- Care for the injured.

2 – Accident Procedures

62. If using a cell phone, whenever possible:

- Pull off the road in a safe, legal place when making/receiving a call on communication equipment.
- Turn the cell phone off until your destination is reached.

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- Position the cell phone within easy reach.
- Pre-program cell phones with commonly called numbers.
- Do not place a call while driving.
- Keep conversations short.
- Do not use the equipment when approaching locations with heavy traffic, road construction, heavy pedestrian traffic, or severe weather conditions.
- Do not attempt to type or read messages while driving.

2 – Use In-vehicle Communication Equipment Cautiously

63. Retarders help slow a vehicle, reducing the need for using your brakes. There are four types of retarders:

- Exhaust.
- Engine.
- Hydraulic.
- Electric.

2 – Retarders

64. If you start to feel sleepy:

- Stop to Sleep - When your body needs sleep, sleep is the only thing that will work.
- Take a Nap - If you can't stop for the night, at least pull off at a safe place and take a nap.
- Avoid Drugs - There are no drugs that can overcome being tired. While they may keep you awake for a while, they won't make you alert.
- Do Not - Do not rely on coffee or another source of caffeine to keep you awake. Do not count on the radio, an open window, or other tricks to keep you awake.

2 – When You Do Become Sleepy

65. Blood Alcohol Concentration (BAC) is determined by:

- The amount of alcohol you drink (more alcohol means higher BAC).
- How fast you drink (faster drinking means higher BAC).
- Your weight (a small person doesn't have to drink as much to reach the same BAC).

2 – Alcohol and Driving

66. Retarders should be turned off when:

- When their use is prohibited by local laws.
- Whenever the road is wet, icy, or snow covered.

2 – Retarders

67. In winter driving conditions:

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- Don't use the engine brake or speed retarder. (They can cause the driving wheels to skid on slippery surfaces.)

2 – Driving

68. Hanging meat (suspended beef, pork, lamb) in a refrigerated truck can be a very unstable load with a:

- High center of gravity. Particular caution is needed on sharp curves such as off ramps and on ramps. Go slowly.

3 – Hanging Meat

69. Fire extinguishers are designed for specific types of fires:

- A - Wood, Paper, Ordinary Combustibles - Extinguish by cooling and quenching using water or dry chemicals.
- B - Gasoline, Oil, Grease, Other Greasy Liquids - Extinguish by smothering, cooling or heat shielding using carbon dioxide or dry chemicals.
- C - Electrical Equipment Fires - Extinguish with non-conducting agents such as carbon dioxide or dry chemicals. **DO NOT USE WATER.**
- D - Fires in Combustible Metals - Extinguish by using specialized extinguishing powders.

2 – Fire Fighting

70. Do the following to correct a drive-wheel braking skid:

- Stop Braking. This will let the rear wheels roll again, and keep the rear wheels from sliding.
- Counter-steer. Unless you turn the steering wheel quickly the other way, you may find yourself skidding in the opposite direction.

2 – Correcting a Drive-wheel Braking Skid

71. To maintain a safe distance between your vehicle and the vehicle ahead at speeds over 40 mph:

- Add one second for safety.

2 – Space Ahead

72. A _____ caused by improperly loaded cargo can cause a vehicle to tip over on a curve.

- High center of gravity

3 – Don't Be Top-heavy

73. To ensure that you are ready to drive:

- Get Enough Sleep - If you don't sleep enough, you "owe" more sleep to yourself. This debt can only be paid off by sleeping.
- Schedule Trips Safely - Try to arrange your schedule so you are not in "sleep debt" before a long trip.
- Exercise Regularly - Resistance to fatigue and improved sleep are among the benefits of regular exercise.
- Eat Healthy - Try to find restaurants with healthy, balanced meals.

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- **Avoid Medication** - Many medicines can make you sleepy. The most common medicine of this type is ordinary cold pills.
- **Visit Your Doctor** - Regular checkups literally can be lifesavers. Illnesses such as diabetes, heart disease, and skin and colon cancer can be detected easily and treated if found in time.

2 – Be Ready to Drive

74. Other drugs that could affect your driving include:

- A variety of prescription and over-the-counter drugs (cold medicines), which may make the driver drowsy or otherwise affect safe driving ability.

2 – Other Drugs

75. Important things to remember about ABS braking systems:

- ABS won't allow you to drive faster, follow more closely, or drive less carefully.
- ABS won't prevent power or turning skids.
- ABS won't necessarily shorten stopping distance.
- ABS won't increase or decrease ultimate stopping power.
- ABS won't change the way you normally brake.
- ABS won't compensate for bad brakes or poor brake maintenance.

2 – Safety Reminders

76. Watching for hazards allows you to:

- Develop a plan to escape an emergency situation.

2 – Always Have a Plan

77. When braking with ABS:

- Use only the braking force necessary to stop safely and stay in control.
- Brake the same way, regardless of whether you have ABS on the bus, tractor, the trailer, or both.
- As you slow down, monitor your tractor and trailer and back off the brakes (if it is safe to do so) to stay in control.

There is only one exception to this procedure. If you drive a straight truck or combination with working ABS on all axles, in an emergency stop, you can fully apply the brakes.

2 – Braking with ABS

78. To warn others of hazardous materials being transported, shippers use:

- Placards.

2 – Lists of Regulated Products

79. When approaching railroad crossings:

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- **Never Race a Train to a Crossing** - It is extremely difficult to judge the speed of an approaching train.
- **Reduce Speed** - In accordance with your ability to see approaching trains in any direction.
- **Don't Expect to Hear a Train.**
- **Don't Rely on Signals** - Be especially alert at crossings that do not have gates or flashing red light signals.
- **Double Tracks Require a Double Check** - A train on one track may hide a train on the other track.

2 – Driving Procedures

80. Whenever you are about to pass a vehicle, pedestrian, or bicyclist:

- **Assume that they don't see you.** Flash your bright lights quickly or give a tap on your horn to warn them.

2 – Communicating Your Presence

81. When you cross or enter traffic:

- **You may need a much larger gap to enter traffic than you would in a car.**
- **Acceleration varies with the load.** Allow more room if your vehicle is heavily loaded.
- **Before you start across a road, make sure you can get all the way across before traffic reaches you.**

2 – Space for Turns

82. Be aware that as the temperature rises to the point where ice begins to melt:

- **The road becomes even more slippery.**

2 – Driving

83. Scan your mirrors regularly to check:

- **Traffic** - Know where other vehicles are around you in case you have to make a quick lane change in an emergency.
- **Your Vehicle** - To keep an eye on your tires and cargo.
- **Special Situations** - These are lane changes, turns, merges, and tight maneuvers.
- **Lane Changes** - To make sure no one is alongside you or about to pass you.
- **Turns** - To make sure the rear of your vehicle will not hit anything.
- **Merges** - To make sure the gap in traffic is large enough for you to enter safely.
- **Tight Maneuvers** - To make sure you have enough clearance in tight quarters.

2 – Seeing to the Sides and Rear

84. To maintain a safe distance between your vehicle and the vehicle ahead, maintain a distance of:

- **One second for each 10 feet of vehicle length at speeds below 40 mph.**

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2 – Space Ahead

85. The three elements that make up total stopping distance in an emergency are:

1. **Perception distance** - The distance your vehicle travels, in ideal conditions; from the time your eyes see a hazard until your brain recognizes it.
2. **Reaction distance** - The distance you will continue to travel, in ideal conditions; before you physically hit the brakes, in response to a hazard seen ahead.
3. **Braking distance** - The distance your vehicle will travel, in ideal conditions; while you are braking.

2 – Stopping Distance

86. In case of fire:

- Pull off the Road in an open area, away from buildings, trees, brush, other vehicles, or anything that might catch fire.
- Keep the Fire from Spreading. With an engine fire, turn off the engine and don't open the hood. For a cargo fire in a van or box trailer, keep the doors shut. Opening the van doors will supply the fire with oxygen.

2 – Fire Prevention

87. Step 7 of the Seven-Step Inspection Method includes:

- Test for Hydraulic Leaks.
- Test Parking Brake(s).
- Test Service Brake Stopping Action.

2 – Seven-step Inspection Method

88. The two types of railroad crossings are:

- **Passive Crossings** - Does not have any type of traffic control device. Passive crossings have yellow circular advance warning signs, pavement markings and crossbucks to assist you in recognizing a crossing.
- **Active Crossings** - Has a traffic control device installed at the crossing to regulate traffic at the crossing including; flashing red lights, with or without bells and flashing red lights with bells and gates.

2 – Types of Crossings

89. When conducting an inspection of the left side you should:

- Check all items as done on right side, plus:
- Battery(ies) (if not mounted in engine compartment).
- Battery box(es) securely mounted to vehicle.
- Box has secure cover.
- Battery(ies) secured against movement.
- Battery(ies) not broken or leaking.
- Fluid in battery(ies) at proper level (except maintenance-free type).
- Cell caps present and securely tightened (except maintenance-free type).

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- Vents in cell caps free of foreign material (except maintenance-free type).

2 – Seven-step Inspection Method

90. When using turn signals to let others know what you are doing:

- Signal early - Signal well before you turn.
- Signal continuously - You need both hands on the wheel to turn safely.
- Cancel your signal - Don't forget to turn off your turn signal after you've turned.

2 – Signal Your Intentions

91. Most heavy vehicles with manual transmissions require double clutching to change gears. This is the basic method:

- Release accelerator, push in clutch and shift to neutral at the same time.
- Release clutch.
- Let engine and gears slow down to the rpm required for the next gear (this takes practice).
- Push in clutch and shift to the higher gear at the same time.
- Release clutch and press accelerator at the same time.

2 – Manual Transmissions

92. The Gross Combination Weight (GCW) is the:

- Total weight of a powered unit, plus trailer(s), plus the cargo.

3 – Definitions You Should Know

93. Proper tiedown equipment may include:

- Ropes.
- Straps.
- Chains.
- Tensioning devices (winches, ratchets, clinching components).

3 – Cargo Tiedown

94. If you have to stop by the side of the road, you must put out your emergency warning devices:

- Within ten minutes.

2 – Communicating Your Presence

95. When checking for wheel or rim problems, look for:

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- **Damaged rims.**
- **Rust around wheel nuts may mean the nuts are loose--check tightness. After a tire has been changed, stop a short while later and re-check tightness of nuts.**
- **Missing clamps, spacers, studs, or lugs means danger.**
- **Mismatched, bent, or cracked lock rings are dangerous.**
- **Wheels or rims that have had welding repairs are not safe.**

2 – Vehicle Inspection

96. Hazard Materials Identification Numbers are:

- **A four digit code used by first responders to identify hazardous materials.**

2 – Lists of Regulated Products

97. When driving in mountains:

- **You must use the braking effect of the engine as the principal way of controlling your speed. The braking effect of the engine is greatest when it is near the governed rpms and the transmission is in the lower gears.**
- **Save your brakes so you will be able to slow or stop as required by road and traffic conditions.**

2 – Select a "Safe" Speed

98. Beware of distracted driving behaviors by other drivers by watching for:

- **Vehicles that may drift over the lane divider lines or within their own lane.**
- **Vehicles traveling at inconsistent speeds.**
- **Drivers who are preoccupied with maps, food, cigarettes, cell phones, or other objects.**
- **Drivers who appear to be involved in conversations with their passengers.**

2 – Watch Out for Other Distracted Drivers

99. Convex or curved mirrors allow you to see a wider area behind the vehicle but:

- **Everything appears smaller.**
- **Everything appears to be farther away than it actually is.**

2 – Seeing to the Sides and Rear