



## TIPS FOR GETTING YOUR LICENSE FAST!

### IMPORTANT LINKS

Iowa ODS: <http://dri.vg/SdP>

ODS CDL Information: <http://dri.vg/6zO>

ODS Appointments: <http://dri.vg/kdk>

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

Fees: <http://dri.vg/o0u>

### ODS REQUIREMENTS CHECKLIST

- Valid Driver's License
- Medical Certificate: <http://dri.vg/nL4>
- Proof of Identity Documents: <http://dri.vg/Bct>

### 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](http://www.TestQuestionsAndAnswers.com)

# ODS CHEATS and TIPS!

## IOWA CDL TRANSPORTING PASSENGERS SAFELY CHEAT SHEET

### 1. Bus collisions most often happen:

- At intersections.

4 - Common Accidents

### 2. At railroad crossings, you do not have to stop, but must slow down and carefully check for other vehicles:

- At streetcar crossings.
- Where a policeman or flagman is directing traffic.
- If a traffic signal is green.
- At crossings marked as "exempt" or "abandoned."

4 - Railroad-highway Crossings Stops

### 3. In good weather, the posted speed on banked curves is:

- Safe for cars but it may be too high for many buses.

4 - Speed on Curves

### 4. There should be nothing in the aisle that:

- Might trip other riders.

4 - Loading and Trip Start





# OPS CHEATS and TIPS!

## IOWA CDL TRANSPORTING PASSENGERS SAFELY CHEAT SHEET

### 5. If your bus is disabled:

- Do not tow or push a disabled bus with riders aboard the vehicle, unless getting off would be unsafe.
- Only tow or push the bus to the nearest safe spot to discharge passengers.

4 - Prohibited Practices

### 6. Ensure your bus has the following emergency equipment required by law:

- Fire extinguisher.
- Emergency reflectors.

4 - Roof Hatches

### 7. No rider may stand:

- Forward of the rear of the driver's seat.

4 - Standee Line

### 8. Watch for diamond shaped labels and do not transport any hazardous material unless:

- You are sure the rules allow it.

4 - Hazardous Materials

### 9. Buses must never carry:

- Division 2.3 poison gas, liquid Class 6 poison, tear gas, irritating material.
- More than 100 pounds of solid Class 6 poisons.
- Explosives in the space occupied by people, except small arms ammunition.
- Labeled radioactive materials in the space occupied by people.
- More than 500 pounds total of allowed hazardous materials, and no more than 100 pounds of any one class.

4 - Forbidden Hazardous Materials

### 10. If the aisle is on a lower level than the seats:

- Remind riders of the step-down.
- It is best to tell them before coming to a complete stop.

4 - At Your Destination



# OPS CHEATS and TIPS!

## IOWA CDL TRANSPORTING PASSENGERS SAFELY CHEAT SHEET

### 11. When inspecting the interior of the bus, the following parts of your bus must be in safe working condition:

- Each handhold and railing.
- Floor covering.
- Signaling devices, including the restroom emergency buzzer, if the bus has a restroom.
- Emergency exit handles.

4 - Inspecting Bus Interior

### 12. At railroad crossings:

- Stop your bus between 15 and 50 feet before railroad crossings.
- Listen and look in both directions for trains. You should open your forward door if it improves your ability to see or hear an approaching train.
- Before crossing after a train has passed, make sure there isn't another train coming in the other direction on other tracks.
- If your bus has a manual transmission, never change gears while crossing the tracks.

4 - Railroad-highway Crossings Stops

### 13. When conducting a vehicle safety inspection, you should only sign the previous driver's report if:

- Defects reported earlier have been certified as repaired or not needed to be repaired.

Vehicle Inspection

### 14. If your speed is too high on a curve:

- With good traction, the bus may roll over.
- With poor traction, it might slide off the curve.

4 - Speed on Curves

### 15. Materials that are hazardous can be identified using the:

- Federal Hazardous Materials Table.

4 - Hazardous Materials

### 16. To prevent possible injury to passengers:

- Wait for them to sit down or brace themselves before starting.
- Starting and stopping should be as smooth as possible.



# OPS CHEATS and TIPS!

## IOWA CDL TRANSPORTING PASSENGERS SAFELY CHEAT SHEET

4 - At Stops

**17. If they get off the bus, remind riders to:**

- Take carry-ons with them.

4 - At Your Destination

**18. Make sure these things are in good working order before driving:**

- Service brakes, including air hose couplings (if your bus has a trailer or semitrailer).
- Parking brake.
- Steering mechanism.
- Lights and reflectors.
- Tires (front wheels must not have recapped or regrooved tires).
- Horn.
- Windshield wiper or wipers.
- Rear-vision mirror or mirrors.
- Coupling devices (if present).
- Wheels and rims.
- Emergency equipment.

4 - Inspecting Vehicle Systems

**19. There are \_\_\_\_\_ different four-inch, diamond-shaped hazard labels.**

- Nine

4 - Hazardous Materials

**20. To prevent theft or vandalism of the bus:**

- Charter bus drivers should not allow riders on the bus until departure time.

4 - At Your Destination

**21. When arriving at the destination or intermediate stops announce:**

- The location.
- Reason for stopping.
- Next departure time.
- Bus number.



# **OPS CHEATS and TIPS!**

## **IOWA CDL TRANSPORTING PASSENGERS SAFELY CHEAT SHEET**

**4 - At Your Destination**

### **22. Before the trip begins, mention rules about:**

- **Smoking.**
- **Drinking.**
- **Use of radio and tape players.**

**4 - On the Road - Passenger Supervision**

### **23. When scanning the interior of the bus, you may have to:**

- **Remind riders about rules, or to keep arms and heads inside the bus.**

**4 - On the Road - Passenger Supervision**

### **24. When approaching a drawbridge, you do not need to stop, but must slow down and make sure it's safe, when:**

- **There is a traffic light showing green.**
- **The bridge has an attendant or traffic officer who controls traffic whenever the bridge opens.**

**4 - Drawbridges**

### **25. Urban mass transit coaches may have a:**

- **Brake and accelerator interlock system.**

**4 - Use of Brake-door Interlocks**

### **26. Do not allow riders to leave carry-on baggage in:**

- **A doorway or aisle.**

**4 - Loading and Trip Start**

### **27. If you must discharge a drunk or disruptive rider:**

- **Don't discharge such riders where it would be unsafe.**
- **It may be safer at the next scheduled stop or a well-lighted area where there are other people.**



# OPS CHEATS and TIPS!

## IOWA CDL TRANSPORTING PASSENGERS SAFELY CHEAT SHEET

4 - At Stops

### 28. The brake and accelerator interlock system:

- Applies the brakes and holds the throttle in idle position when the rear door is open.

4 - Use of Brake-door Interlocks

### 29. Hazardous materials can pose a risk to:

- Health, safety, and property during transportation.

4 - Hazardous Materials

### 30. Never drive with an:

- Open emergency exit door or window.

4 - Inspecting Bus Interior

### 31. While driving, scan the:

- Interior of your bus.
- Road ahead.
- Sides.
- Rear.

4 - On the Road - Passenger Supervision

### 32. Do not allow riders to carry on common hazards such as:

- Car batteries or gasoline.

4 - Forbidden Hazardous Materials

### 33. If you work for an interstate carrier, you must complete a written inspection report for:

- Each bus driven.

4 - After-trip Vehicle Inspection

### 34. At night or any other time you use your outside lights, you must turn on the:

- Red emergency door light.



# ODS CHEATS and TIPS!

## IOWA CDL TRANSPORTING PASSENGERS SAFELY CHEAT SHEET

4 - Inspecting Bus Interior

**35. The rules require shippers to mark containers of hazardous material with the material's:**

- Name.
- Identification number.
- Hazard label.

4 - Hazardous Materials

**36. When approaching curves:**

- Reduce your speed.

4 - Speed on Curves

**37. Some hazardous materials that buses may carry include:**

- Small-arms ammunition labeled ORM-D.
- Emergency hospital supplies and drugs.

4 - Forbidden Hazardous Materials

**38. Do not use the brake and accelerator interlock system:**

- In place of the parking brake.

4 - Use of Brake-door Interlocks

**39. A two inch line on the floor showing riders where they cannot stand is called the:**

- Standee line - All standing riders must stay behind it.

4 - Standee Line

**40. When inspecting the interior of the bus, ensure that:**

- The "Emergency Exit" sign on an emergency door is clearly visible.
- The red emergency door light works.

4 - Inspecting Bus Interior

**41. If a drawbridge does not have a signal light or traffic control attendant, you must:**

- Stop at least 50 feet before the draw of the bridge.



# ODS CHEATS and TIPS!

## IOWA CDL TRANSPORTING PASSENGERS SAFELY CHEAT SHEET

- Look to make sure the draw is completely closed before crossing.

4 - Drawbridges

### 42. You must stop at drawbridges that do not have:

- A signal light or traffic control attendant.

4 - Drawbridges

### 43. If your bus has emergency roof hatches:

- You may lock some emergency roof hatches in a partly open position for fresh air.
- Do not leave them open as a regular practice.
- Keep in mind the bus's higher clearance while driving with them open.

4 - Roof Hatches

### 44. Bus drivers must have a commercial driver license if they drive a vehicle designed to seat more than:

- 16 or more persons, including the driver.

4 - Transporting Passengers Safely

### 45. The after trip vehicle inspection must:

- Specify each bus.
- List any defect that would affect safety or result in a breakdown.
- Specify if there are no defects.

4 - After-trip Vehicle Inspection

### 46. When pulling out from a stop and merging with other traffic:

- Wait for the gap to open before leaving the stop.
- Never assume other drivers will brake to give you room when you signal or start to pull out.

4 - Common Accidents

### 47. Secure baggage and freight in ways that avoid damage and:

- Allow the driver to move freely and easily.
- Allow riders to exit by any window or door in an emergency.





# ODS CHEATS and TIPS!

## IOWA CDL TRANSPORTING PASSENGERS SAFELY CHEAT SHEET

- **Protect riders from injury if carry-ons fall or shift.**

4 - Loading and Trip Start

**48. During the after trip inspection, mass transit drivers should make sure the following devices are working properly:**

- **Passenger signaling devices.**
- **Brake door interlocks.**

4 - After-trip Vehicle Inspection

**49. Buses designed to allow standing must have a:**

- **Two-inch line on the floor or some other means of showing riders where they cannot stand.**

4 - Standee Line