



Office of Accountability
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Chief Accountability Officer

Office of Safe & Orderly Schools
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ENTRY LEVEL COMMERCIAL DRIVER – CLASS B THEORY TRAINING SYLLABUS

Trainee Name _____

License/CLP# _____

Start Date _____

End Date _____

Training Provider _____

Resources Provided

Commercial Driver License Manual

Trainee Initials _____

MDE Pupil Transportation Manual

Trainee Initials _____

THEORY

B1.1 Basic Operations

Unit B1.1.1. Orientation

Vehicles Exempt

CDL Classes

CDL Endorsements

CDL Restrictions

Legal Age

Medical Examination

Central High School Building
359 North West Street
P.O. Box 771
Jackson, MS 39205-0771

Phone (601) 359-1028
www.mdek12.org

ENTRY LEVEL COMMERCIAL DRIVER – CLASS B THEORY TRAINING

CDL Instruction Permit

Driver Disqualifications

60 + days -Serious Traffic Violations

Lose CDL for at least 1 year

Lose CDL for at least 1 year or more

Lose CDL for Life

Railroad-Highway Grade Violations

Other CDL Rules

Non-Compliance of 380, 382, 383, and 390-399 of FMCSRs

Part 40 Drug and Alcohol Regulations

Part 380 Special Training Requirements

Part 381 Waivers, Exemptions and Pilot Programs

Part 382 Controlled Substances and Alcohol Testing

Part 383 CDL Standards; Requirements and Penalties

Part 390 Federal Motor Carrier Safety Regulations

Part 391 Qualifications for Drivers/Combo Vehicles Driver Instructions

Part 392 Driving of Commercial Motor Vehicles

Part 393 Part and Accessories Necessary for Safe Operation

Part 394 Reserved

ENTRY LEVEL COMMERCIAL DRIVER – CLASS B THEORY TRAINING

Part 395 Hours of Service and Applicable State and Local Laws

Part 396 Inspection, Repair, and Maintenance

Part 397 Transportation of Hazardous Material; Driving and Parking Rules

Part 398 Transportation of Migrant Workers

Part 399 Employee Safety and Health Standards

Applicable State and Local Laws

Mississippi Traffic Code

Mississippi Department of Education Minimum Standards

Stopping at Weigh Stations/Scales

Roadside Inspections

Hazard Awareness of Vehicle Size and Weight

Vehicle Measurements

Low Clearance Areas

Restriction Maps

Bridge Formulas

Federal Bridge Formula

Basic Operations Test Score _____

Trainee Initials _____

Unit B1.1.2 Control Systems/Dashboard

ENTRY LEVEL COMMERCIAL DRIVER – CLASS B THEORY TRAINING

Reading Gauges and Instruments Correctly

Proper Use of Vehicle Safety Components

Emergency Triangles

Placement

Fire Extinguisher

Operation and PASS

First Aid Kit

Contents

Potential Uses

Blood borne Pathogens

Universal Precautions

Body Fluid Clean Up Kits

Webbing Cutter

Seat Belts/Restraints

Required Use

Proper Use

Proper use of mirrors

Federal Standards

Front Left Crossover

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Front Left Convex

Front Left Flat Mirror

Front Right Convex Mirror

Front Right Flat Mirror

Inside Rearview Mirror

Primary and Secondary Controls

Steering

Identify/Locating/Function

Accelerating

Identify/Locating/Function

Shifting

Identify/Locating/Function

Primary and Secondary Controls

Gear Selector

Manual Shift Patterns

Steps to Drive a Stick Shift

Braking Systems - Anti-Lock

ABS Indicator Lights

Identify/Locating/Function

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Hydraulic Brakes

Identify/Locating/Function

Air Brakes

Identify/Locating/Function

Brake Checks

Park Brake

Hydraulic Brake

Dual Air Brake

Service Brake

Control Systems/Dashboard Test Score_____

Trainee Initials_____

Unit B1.1.3 Pre -Trip and Post Trip Inspections

FMCSA 392.7 Equipment, Inspection and Use

FMCSA 396.11 Driver Vehicle Inspection Reports

Report Content

Corrective Action

Retention period for reports

Appropriate Locations

The Pre-Trip

The approach

ENTRY LEVEL COMMERCIAL DRIVER – CLASS B THEORY TRAINING

Under the Hood

Air Compressor

Steering

Frame

Coolant

Alternator

Belt and Fan

Water Pump

Shock, U-Bolts, Brake Hoses

Spring Mount

Leaf Springs

Brakes

Brake Caliper

Tires and Splash Guard

Rim, Lug Nut, Hub and Drum

Service Door

Handrail, Steps and Release Valve

Triangles

Fire Extinguisher

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First Aid Kit, Body Fluid Kit, Seatbelt Cutter and Radio

Student Mirror and Shade Visor

Seat Belt, Driver's Window and Documents

Mirrors

Windshield

SAFE START

ABS

Light Indicators

Gauges

Heaters/Defrosters and Interior Lights

Horn and Steering Wheel

Wiper and Washer

Air Brake Test

Seating

Walls, Windows and Ceiling

Emergency Window Exit

Emergency Roof Hatch Exit

Emergency Rear Door Exit

Lift Door

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Flooring

Rear Heaters

External Light Inspection

Clearance Lights

Student Lights

Headlights (low and high beam)

Hazard Lights

Turn Signals (left and right)

Stop Arm

Taillights

Brake Lights

Entry Lights

Reflectors

Frame and Exhaust

Rear Tires and Splash Guards

Bud Rims/Spacers

Springs and Spring Mount

Rear Brakes

Air Bags, Air Bag Mounts

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Torque Arm

Fuel Tank/Fuel Cage

Fuel Cap/Fuel Door

Drive Shaft

Air Dryer and Retarder

Webasto

Stop Arm

Battery Box

Electrical Box/Panel

Enroute Inspections

Post Trip Inspections

Student Check

Walk Around

Articles Left on Bus

Open Windows/Doors

Damage Vandalism

Mechanical Problems

Operational Problems

Pre-Trip and Post-Trip Inspections Test Score _____

Trainee Initials _____

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Unit B1.1.4 Basic Controls

Executing Turns

Left Turns

Right Turns

Centering the Vehicle

Conventional vs. Transit

Maneuvering in Restricted Areas

Entering and Exiting Interstate or Controlled Access Highway

Unit B1.1.5 Shifting/Operating Transmissions

Shifting Patterns

Manual Transmission Shifting

Shifting Techniques

Manual Transmission

Automatic Transmission

Downshifting

Multi-Speed Rear Axles/Auxiliary Transmissions

Unit B1.1.6 Backing and Docking

G.O.A.L. Get Out and Look

Backing Techniques

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Evaluation of Backing/Loading Facilities

Straight Line Baking

Offset Backing

Left

Right

Parallel Park

Sight Side

Conventional vs. Transit

Alley Dock

Basic Controls Test Score _____

Trainee Initials _____

B1.2 Safe Operating Procedures

Road Conditions

Weather Conditions

Traffic Conditions

Seat Belt Assembly

STAR Seat

Integrated Seats

Restraints - 3-point

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Unit B1.2.1 Visual Search

Potential Hazards

Critical objects

Distracted Walkers

Video

Recognizing Distracted Driver

Video

Personal Security/General Awareness in Common Surroundings

Truck Stops and Rest Areas

Unit B1.2.2 Communication

Brake Lights

Turn Signals

4-Way Flashers/Hazard Lights

Amber-Warning Lights

Red-Warning Lights

Warning Triangles

Back-Up Lights

Audible Alarm

Clearance Lights

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Horn

Head Lights (low and high beam)

Strobe Lights

Student Lights

Eye Contact

Things to Avoid

Hand Signals

Flashing High Beams

Unit B1.2.3 Distracted Driving

Improper Cell Phone Use

Texting

Use of In-Cab Technology

Visual Attention (eyes on the road)

Manual Control (hands on the wheel)

Cognitive Awareness (mind on task)

Unit B1.2.4 Speed Management

Various Roads

Speed Limits

Weather Conditions

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Traffic Conditions

Unit B1.2.5 Space Management

Calibrating Safe Following Distances

Stopping Distance

CMV Weight

CMV Length

Unit B1.2.6 Night Operation

Changes in Vision

Night Blindness

Night Communication

Night Speed

Night Space Management

Proper use of Lights

Night Driving - Special Problems

Unit B1.2.7 Extreme Driving Conditions

Cold Weather

Avalanches

Tire Chains

Chaining Procedures

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Hot Weather

Inclement Weather

Steep Grades

Sharp Curves

Safe Operating Procedures Test Score _____

Trainee Initials _____

B1.3 Advanced Operating Practices

Hazard Perception

Recognizing Potential Hazards

Visual Search – S.I.P.D.E. – Adequate Surveillance

Neutralizing Possible Emergency Situations

Identifying Road Conditions

Safety Procedures in construction/work zones

Unit B1.3.2 Skid Control/Recovery/Jackknifing and Other Emergencies

Evasive Steering

Off-Road Recovery

Emergency Braking

Anti-Lock Brakes

Brake Failure

Tire Failure

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Hydroplaning

Unit B1.3.3 Railroad-Highway Grade Crossings

Federal/State RR grade crossing regulations

RR grade crossing environments

Obstructed view conditions

Clearance around the tracks

Rail Signs and Signals

Emergency Notification Systems

Advanced Operating Practices Test Score _____

Trainee Initials _____

Unit B1.4 Vehicle Systems and Reporting Malfunctions

Knowledge of CMV

Unit B1.4.1 Identification and Diagnosis of Malfunctions

Engine

Engine Exhaust Auxiliary Systems

Brakes

Drive Train

Coupling Systems

Suspension

Unit B1.4.2 Roadside Inspections

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Driver violations classified as out-of-service (OOS)

Penalties of operating a CMV when OOS

Unit B1.4.3 Maintenance

Basic servicing and checking procedures

Vehicle Systems and Reporting Malfunctions Test Score _____

Trainee Initials _____

Unit B1.5 Non-Driving Activities

Unit B1.5.1 Handling and Documenting Cargo

Weight Distribution

Cargo Securement

Fully Contained

Immobilized

Secured

Cargo Covering

Techniques for Safe and Efficient Loading/Unloading

Cargo Security/Cargo Theft Prevention Procedures

Cargo Documentation

Unit B1.5.2 Environmental Compliance Issues

Recognizing Environmental Hazards

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Environmental Hazard Classes

State Requirements

Federal Requirements

National Response Center

Unit B1.5.3 Hours of Service Requirements

Requirements applicable for different industries

FMCSA Summary of HOS

Consequences of Violating the HOS regulations

Fines and Penalties

Drivers Daily Log

Paper

Electronic

Timesheet

Logbook recap (if applicable)

Unit B1.5.4 Fatigue and Wellness Awareness

Consequences of chronic and acute driver fatigue

Unit B1.5.5 Post-Crash Procedures

Assessing your own physical condition

Notifying Authorities

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Protect the area

Obtain emergency medical assistance

Avoiding subsequent crashes

Triangles, flashers, etc.

How to use a fire extinguisher

Post-testing controlled substances and alcohol testing

Unit B1.5.6 External Communications

Interpersonal communication with enforcement officials

Implications of violating Federal and state regulations on their records

Unit B1.5.7 Whistleblower/Coercion

Whistleblower protection regulations 29 CFR part 1978

Procedures for reporting incidents of coercion

Unit B1.5.8 Trip Planning

Safest Route

Rest Stops Heavy traffic areas

Railroad-highway grades safe clearance and ground clearance

Need for permits

Vehicle size and weight limitations

Restricted routes

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Pros and Cons of GPS

Fuel Efficient Routes

Unit B1.5.9 Drugs and Alcohol

Controlled Substances

Prescription Drugs

Alcohol testing

Unit B1.5.10 Medical Requirements

Medical certification

Responsibilities

General Qualifications, Disqualifications 49 CFR Part 391, subparts B and E

Non-Driving Activities Test Score _____

Trainee Initials _____

List of Videos Shown

Date

ENTRY LEVEL COMMERCIAL DRIVER – CLASS B THEORY TRAINING

Final Total Test Score Percentage _____

Trainee Printed Name _____

Trainee Signature _____

Trainer(s) Full Signature(s)

Date(s)

ENTRY LEVEL COMMERCIAL DRIVER – CLASS B THEORY TRAINING

CLASS “B” RANGE AND PUBLIC ROAD SYLLABUS

Trainee Name _____

License/CLP # _____

Start Date _____

End Date _____

School District _____

Required Documentation Prior to Driving Any Vehicle

_____ **Trainee Behind the Wheel Self-Certification Form**

Unit B2.1 Vehicle Inspection Pre-Trip/Enroute/Post Trip

Driver-trainees must demonstrate proficiency in conducting pre-trip and post-trip inspections as specified in §§392.7 and 396.11, including appropriate inspection locations. Instruction must also be provided on enroute vehicle inspections.

Unit B2.2 Straight Line Backing

Driver-trainees must demonstrate proficiency in proper techniques for performing various straight-line backing maneuvers to appropriate criteria/acceptable tolerances.

Unit B2.3 Alley Dock Backing (45/90 Degree)

Driver-trainees must demonstrate proficiency in proper techniques for performing 45/90-degree alley dock maneuvers to appropriate criteria/acceptable tolerances.

Unit B2.4 Off-Set Backing

Driver-trainees must demonstrate proficiency in proper techniques for performing off-set backing maneuvers to appropriate criteria/acceptable tolerances

Unit B2.5 Parallel Parking Blind Side

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Driver-trainees must demonstrate proficiency in proper techniques for performing parallel parking blind side positions/maneuvers to appropriate criteria/acceptable tolerances.

Unit B2.6 Parelle Parking Sight Side

Driver-trainees must demonstrate proficiency in proper techniques for performing sight side parallel parking maneuvers to appropriate criteria/acceptable tolerances.

I certify that _____ has demonstrated proficiency in all of the above stated skills and has successfully completed the Range Training.

Trainer(s) Full Signature(s)

Date(s)

ENTRY LEVEL COMMERCIAL DRIVER – CLASS B THEORY TRAINING

CLASS B – PUBLIC ROAD

Unit B3.1 Vehicle Controls Including: Left Turns, Right Turns, Lane Changes, Curves at Highway Speeds, and Entry and Exit on the Interstate or Controlled Access Highway

Driver-trainees must demonstrate proficiency in proper techniques for initiating vehicle movement, executing left and right turns, changing lanes, navigating curves at speed, exiting, and entering the interstate, and stopping the vehicle in a controlled manner

Unit B3.2 Shifting/Transmission

Driver-trainees must demonstrate proficiency in proper techniques for performing safe and fuel- efficient shifting

Unit B3.3 Communications/Signaling

Driver-trainees must demonstrate proficiency in proper techniques for signaling intentions and effectively communicating with other drivers.

Unit B3.4 Visual Search

Driver-trainees must demonstrate proficiency in proper techniques for visually searching the road for potential hazards and critical objects.

Unit B3.5 Speed and Space Management

Driver-trainees must demonstrate proficiency in proper habits and techniques for adjusting and maintaining vehicle speed, taking into consideration various factors such as traffic and road conditions. Driver trainees must demonstrate proficiency in maintaining proper speed to keep appropriate spacing between the driver-trainee's CMV and other vehicles. Instruction must include methods for calibrating safe following distances under an array of conditions including traffic, weather, and CMV weight and length.

Unit B3.6 Safe Driver Behavior

Driver-trainees must demonstrate proficiency in safe driver behavior during their operation of the CMV

Unit B3.7 Hours of Service (HOS) Requirements

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Driver-trainees must demonstrate proficiency in the basic activities required by the HOS regulations, such as completing a Driver's Daily Log (electronic and paper), timesheet, and logbook recap, as appropriate.

Unit B3.8 Hazard Perception

Driver-trainees must demonstrate their ability to recognize potential hazards in the driving environment in time to reduce the severity of the hazard and neutralize possible emergency situations. Driver-trainees must demonstrate the ability to identify road conditions and other road users that are a potential threat to vehicle safety and suggest appropriate adjustments

Unit B3.9 Railroad-Highway Grade Crossing

Driver-trainees must demonstrate the ability to recognize potential dangers and to demonstrate appropriate safety procedures when RR-highway grade crossings are reasonably available

Unit B3.10 Night Operation

Driver-trainees must be familiar with how to operate a CMV safely at night. Training providers must teach driver-trainees that night driving presents specific circumstances that require heightened attention on the part of the driver. Driver-trainees must be taught special requirements for night vision, communications, speed, space management, and proper use of lights.

Unit B3.11 Extreme Driving Conditions

Driver-trainees must be familiar with the special risks created by, and the heightened precautions required by, driving CMVs under extreme driving conditions, such as heavy rain, high wind, high heat, fog, snow, ice, steep grades, and curves. Training providers must teach driver-trainees the basic driving habits needed to deal with the specific challenges presented by these extreme driving conditions

Unit B3.12 Skid Control/Recovery ,Jackknifing, and Other Emergencies

Driver-trainees must know the causes of skidding and jackknifing and techniques for avoiding and recovering from them. Driver-trainees must know how to maintain directional control and bring the CMV to a stop in the shortest possible distance while operating over a slippery surface. Driver trainees must be familiar with proper techniques for responding to CMV emergencies, such as evasive steering, emergency braking, and off-road recovery. They must also know how to prevent or respond to brake failures, tire blowouts, hydroplaning, and rollovers.

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I certify that _____ has demonstrated proficiency in all of the above stated skills and has successfully completed Public Road Training.

Trainer(s) Full Signature(s)

Date(s)

Copy of Syllabus and Certificate of Completion

_____ Total Clock Hours

_____ Trainee

_____ District Personnel File

_____ Trainer File

_____ Sent to Mississippi Department of Education, Division of Pupil Transportation