

Are You Ready? Parent / Coach's Lesson Plan Manual

© W.J. Pollock BSc. B.Ed. M.A. M.I., Jetala Limited, 1996 (revised 06/08)

Disclaimer:

1. This manual was prepared by a MTO certified Master Instructor who teaches Driving Instructors at Community Colleges and the Ontario Safety League in Ontario Canada but is not endorsed by any of these agencies or the Ministry of Transportation Ontario. This manual is suitable for all age groups.
2. This manual is not intended as a guarantee of success on a Provincial Road Test (either G₁ or G₂ Exit Tests).
3. The primary focus of the manual is Safe Defensive Driving. Please consult the Ontario Highway Traffic Act / Official Driver's Handbook to determine if the maneuver is legal in a particular situation. Jetala Limited is not responsible for errors or omissions.
4. **Mentors must keep their attention focused on the driver and the driving environment during mentoring practice sessions. The information in this manual is designed for review before and after practice sessions only-not while Novice student is driving.**

General Hints:

- Hands at 10 and 2 on the steering wheel (9 and 3 if equipped with a driver's air bag).
- Steer hand over hand.
- It is necessary to check the inside rear view mirror before all braking maneuvers i.e. stopping at all controlled intersections, stop signs and red / amber lights.
- Look left, center, right and left again before entering all intersections.
- Always be looking high in the direction you intend to move the vehicle before releasing the foot brake and beginning to roll. This includes backing up, no mirrors!
- Brake before you enter a turn, coast through it with your right foot covering the brake. Accelerate no sooner than the mid-point of the turn.
- Avoid touching the curb except perhaps in hill parking. If you do, immediately stop the vehicle. Never proceed up and on / over the curb.

Make sure you are ready when your Coach begins the lesson by ensuring that:

• Seat adjusted	• Seat belt on	• Gear select park
• Mirrors adjusted	• Parking brake on	• Driver's door locked
• Radio off	• No smoking / gum chewing	• Ventilation adjusted i.e. Open driver's side window slightly, defroster etc.

Once the lesson begins be sure to:

• MSB/SMOG* checks in direction of turn	• Look left and right to check traffic	• Aim eyes high in the direction of the turn
• Release the parking brake and then foot brake. Begin steering hand over hand with eyes pointed in the direction you are moving	• Be ready to listen carefully for verbal directions <u>on where to proceed</u> i.e. Right or left turn	• No conversation with Coach. Listen carefully for instructions <u>on how to proceed</u>

*Signal / Mirror / Over the shoulder / Go see Vocabulary at end of manual

Parent / Coach / Mentor Lesson Plan ©Jetala Limited, 1996

Starting the engine and putting the vehicle in forward motion

Script: Step by Step Sequence

1. Check that Parking brake is applied
2. Check Gear Select Park (Neutral in manual transmission)
3. Rt. Foot on Foot Brake (firm pressure)
4. Insert Key and rotate away from you (clockwise) 2 positions and engage starter
5. Check Instrument Panel for malfunctioning lights and gauges as engine starts
6. Release key when engine is running re-check lights and gauges
7. Re-check Rt. Foot on foot brake (firm pressure)
8. Gear Select "D"
9. Release Parking Brake
10. MSB-Check Rear View and Side Mirrors (M), Signal (S), Blind Spot (B)
11. Look well ahead into intended lane of travel a minimum of 12-15 seconds (MELT)
12. Release Foot Brake (Cover the brake pedal to allow the vehicle to roll forward)
13. Begin to bring the vehicle to where your eyes are already looking into intended lane of travel-OHIP
14. Accelerate- looking high / not at steering wheel
15. Bring vehicle to speed / Check rear view mirror

Backing in a Straight Line

Script: Step by Step Sequence / Coach and Correct

1. Rt. Foot on Foot Brake (firm pressure)
2. Gear Select "R"
3. Release Parking Brake
4. Check 360⁰ / MSB-Check Rear View and Side Mirrors (M), Blind Spot (B)
5. Look over Rt. shoulder and out rear window well behind into intended lane of travel as far as possible
6. Rest Rt. Hand on Passenger Seat Back / Lt. Hand at 12 o'clock on steering wheel
7. Release Foot Brake (Cover the brake pedal to allow the vehicle to roll backward)
8. Begin to bring the vehicle to where your eyes are already looking into intended lane of travel-OHIP
9. Accelerate- looking high / not at steering wheel or in mirrors
10. Bring vehicle to walking speed

Backing to the left or right

Script: Step by Step Sequence / Coach and Correct

1. Rt. Foot on Foot Brake (firm pressure)
2. Gear Select "R"
3. Release Parking Brake
4. Check 360⁰ / MSB-Check Rear View and Side Mirrors (M), Blind Spot (B)
5. As appropriate- looking over Rt. shoulder and out rear window well behind into intended lane of travel as far as possible and or Lt. Shoulder well behind into intended lane of travel as far as possible
6. Both hands on steering wheel at 9 o'clock and 3 o'clock position
7. Release Foot Brake (Cover the brake pedal to allow the vehicle to roll backward)
8. Begin to bring the vehicle to where your eyes are already looking into intended lane of travel-OHIP
9. Accelerate- looking high / not at steering wheel or in mirrors
10. Bring vehicle to walking speed
11. Apply Foot Brake and Change Gear Select (as appropriate)

Left Turn at intersection / private drive uncontrolled or with green traffic signal- 2 way Road

Script: Step by Step Sequence / Coach and Correct

1. MELT-Aim high and identify intersection
2. Scan intersection- Lt. / Ctre. / Rt. / Lt. again
3. MSB to the Lt.
4. Cover the Foot Brake
5. Apply Foot Brake and slow the vehicle
6. Alter lane position to immediately to the Rt. of the centre line of roadway
7. Repeat-Scan intersection- Lt. / Ctre. / Rt. / Lt. again
8. Yield to oncoming traffic and pedestrians
9. Stop 1/3 of way into intersection / wheels pointed straight if required to yield
10. When way is clear, Blind Spot Lt.- chin to shoulder
11. OHIP (aim high into intended lane of travel-where you want the car to go)
12. Cover the brake and allow the vehicle to roll
13. Using Hand over Hand steering, (H over H), Accelerate and bring the vehicle to where your eyes are already looking -high into intended lane of travel
14. Use H over H to recover steering
15. Bring vehicle to speed and Check inside rear view mirror
16. Lane Change Rt. if appropriate

Lt. Turn on green light after change from red light

Session #2 and higher

Script: Step by Step Sequence / Coach and Correct

1. Signal Lt.
2. Chk. Mirror #1
3. Chk. Mirror #2
4. Blind spot Lt.
5. Cover Brake- Red to rear if tailgater behind
6. Apply brake gently- Adjust speed gradually slower
7. Adjust lane position immediately to Rt. of Center line
8. Stop with bumper behind Stop Limit Line- Wheels straight
9. Scan intersection while waiting- look for resistant lane MELT high Lt. and pedestrians
10. Light Changes Green
11. Scan Lt. / Ctr. / Rt. / Lt. for conflicts
12. Cover Brake and move into intersection 1/3, wheels straight
13. MELT Lt.
14. Chk. Pedestrians Lt., high and low
15. Chk. Blind Spot Lt.
16. Cover brake
17. Aim high and begin to bring the vehicle to where your eyes are already looking (as vehicle slowly moves forward)
18. Accelerate gently
19. MELT /OHIP through corner- Aim high look in Ctr. of intended path
20. Accelerate to speed of traffic- follow car ahead at min. 3-4 second gap
21. Chk. for signal to cancel
22. Chk. Mirror #1 for tailgaters
23. Lane Change Rt.

Right Turn at intersection / private drive uncontrolled or with green traffic signal- 2 way Road

Script: Step by Step Sequence / Coach and Correct

1. MELT-Aim high and identify intersection
2. Scan intersection- Lt. / Ctre. / Rt. / Lt. again
3. MSB to the Rt.
4. Cover the Foot Brake
5. Apply Foot Brake and slow the vehicle
6. Alter lane position to approx. 1 meter from Rt. curb / edge of road
7. Repeat-Scan intersection- Lt. / Ctre. / Rt. / Lt. again
8. Yield to oncoming traffic and pedestrians as appropriate
9. When way is clear, Blind Spot Rt.- chin to shoulder
10. Cover the brake and allow the vehicle to roll
11. Using Hand over Hand steering, (H over H), Accelerate and bring the vehicle to where your eyes are already looking high into intended lane of travel-OHIP
12. Use H over H to recover steering
13. Bring vehicle to speed and Check inside rear view mirror

Rt. Turn on red lt., then changes to green

Session #2 and higher

Script: Step by Step Sequence / Coach and Correct

1. Signal Rt.- (delay if vehicles waiting to enter lane from private drive)
2. Chk. Mirror #1
3. Chk. Mirror #3
4. Blind spot Rt.
5. Cover Brake- Red to rear if tailgater behind
6. Apply brake gently- Adjust speed gradually slower
7. Stop with bumper behind Stop Limit Line- Wheels straight
8. Scan intersection while waiting- look for resistant lane MELT high Rt. and pedestrians
9. Light Changes Green
10. Scan Lt. / Ctr. / Rt. / Lt. for conflicts
11. Look Rt.
12. Chk. Pedestrians Rt., high and low
13. Chk. Blind Spot Rt.
14. Cover brake
15. Aim high and follow curvature of curb as vehicle slowly moves forward
16. MELT through corner- Aim high look in Ctr. of inside lane far Rt.-OHIP
17. Chk. for resistant lane
18. Accelerate to speed of traffic- follow car ahead at min. 3-4 second gap
19. Chk. for signal to cancel
20. Chk. Mirror #1 for tailgaters

Lane Change Multi-Lane Road

Script: Step by Step Sequence / Coach and Correct

1. MELT- ensure that lane you want to enter is clear with adequate forward vision / i.e. not behind large truck
2. Maintain 3-4 second gap behind vehicle you are following
3. MSB in direction of intended path of travel, Lt. or Rt.
4. Maintain or increase speed
5. MELT into intended lane of travel
6. Bring the vehicle to where your eyes are already looking
7. Cancel Signal
8. Bring vehicle to speed and check rear view mirrors

Passing to the Lt. on a 2 lane Road

Script: Step by Step Sequence / Coach and Correct

1. Pass only if safe and legal to do so
2. MELT- ensure that lane you want to enter is clear with adequate forward vision and no oncoming traffic
3. Maintain 3-4 second gap behind vehicle you are following
4. MSB Lt.
5. increase speed
6. MELT into intended lane of travel
7. Bring the vehicle to where your eyes are already looking
8. Ground View (GVH) the vehicle you are passing and look for turned front left tire
9. Cancel Signal
10. Bring vehicle to speed and check inside rear view mirror for the entire front of vehicle (both headlights) you just passed
11. MSB Rt.
12. Maintain speed
13. MELT into intended lane of travel Rt.
14. Bring the vehicle to where your eyes are already looking
15. Bring vehicle to speed and check rear view mirrors
16. Vehicle you passed should recede into distance

3pt. Turn

Script: Step by Step Sequence / Coach and Correct

1. Perform only if safe and legal to do so, same rules as for a "U" Turn
2. MSB Rt.
3. Cover the Foot Brake
4. Apply the Foot Brake, slow vehicle
5. Approach 20 cm from curb as if to park
6. Stop vehicle
7. Check 360⁰- MSB Lt.
8. MELT up and down roadway, do not proceed until way is clear
9. Aim high Lt. to opposite curb
10. Cover the Foot Brake and allow vehicle to roll
11. H over H Lt. and accelerate to middle of road
12. Cover the Foot brake / H over H recover steering
13. Apply Foot Brake and Stop before bumper reaches the curb
14. Gear Select "R"
15. Signal Rt.
16. MELT up and down roadway, do not proceed until way is clear
17. Check 360⁰ assume reverse posture and back to the right
18. Aim High through rear window (if view is obstructed by seat back lean to the right)
19. Cover the Foot Brake and allow vehicle to roll slowly back
20. H over H to the Rt. and accelerate to middle of roadway
21. Cover the Foot Brake
22. H over H to the Lt. recover steering
23. Apply Foot Brake and stop before bumper reaches the curb
24. Gear Select "D"
25. Check 360⁰ -MSB Lt.
26. MELT up and down roadway, do not proceed until way is clear
27. MELT high into intended lane-OHIP
28. Cover the Brake and allow vehicle to roll
29. Accelerate and bring the vehicle to where your eyes are already looking
30. Bring vehicle to speed and check rear view mirror

Parking uphill with a curb

Script: Step by Step Sequence / Coach and Correct

1. MELT- safe and legal
2. MSB Rt.
3. Cover the Foot Brake / choose position Rt.
4. Apply the Foot Brake / bring vehicle within 20cm of Rt. curb
5. Stop vehicle
6. Check 360⁰ MSB Lt.
7. Cover the Foot Brake, accelerate enough to move vehicle forward approx. 50 cm while steering H over H quickly Lt.
8. Cover the Foot Brake / Apply the Foot Brake
9. Gear Select "R"
10. Check 360⁰
11. Look over Rt. Shoulder
12. Ease up on Foot Brake and allow vehicle to roll back touching front Rt. tire to curb
13. Apply Parking Brake
14. Gear Select Park
15. Shut Down etc. as required

Parking down hill with a curb, proper distance from curb and too close to curb.

Script: Step by Step Sequence / Coach and Correct

1. MELT- safe and legal
2. MSB Rt.
3. Cover the Foot Brake / choose position Rt.
4. Apply the Foot Brake / bring vehicle within 20 cm of Rt. curb
5. Stop vehicle
6. Check 360⁰ MSB Lt. Ease up on the Foot Brake, allow vehicle to roll very slowly a few cm.
7. Immediately, H over H quickly Rt. (min. 1 full turn).
8. (Only If student is positioned too close to curb, roll enough to move vehicle forward approx. 30 cm while steering H over H -1/2 turn quickly Lt. and then , H over H quickly Rt. (min. 1 full turn))
9. Apply the Foot Brake resting front right tire on curb (beware some examiners do not want the tire to rest on curb- check with your exam center)
10. Apply Parking Brake
11. Gear Select Park
12. Shut Down etc. as required
13. NOTE: When leaving this position you must back up before pulling into traffic so as not to mount the curb

Parking uphill / downhill without a curb

Script: Step by Step Sequence / Coach and Correct

1. MELT- safe and legal
2. MSB Rt.
3. Cover the Foot Brake / choose position Rt.
4. Apply the Foot Brake / bring vehicle within 20cm of Rt. edge of road
5. Stop vehicle
6. Check 360⁰ MSB Lt.
7. While moving forward, H over H quickly Rt.
8. Apply the Foot Brake
9. Stop Vehicle
10. Apply Parking Brake
11. Gear Select Park
12. Shut Down etc. as required

Parallel Park as per 45⁰ method i.e. Official Driver's Handbook

Script: Step by Step Sequence / Coach and Correct

1. MELT- safe and legal
2. MSB Rt.
3. Cover the Foot Brake / choose position Rt. , behind vehicle already parked (reference vehicle or RV)
4. Apply the Foot Brake / align your vehicle with RV by matching rear bumpers / steering wheels
5. Stop vehicle
6. Gear Select "R"
7. Check 360⁰ MSB Rt.
8. Assume Reverse posture, both hands on steering wheel, looking over Rt. shoulder
9. Ease up on the Foot Brake, while steering H over H Rt., roll slowly back
10. As you approach a 45⁰ angle to the curb, recover steering H over H Lt. to straighten the steering wheel, continue backing very slowly
11. When your vehicle front bumper clears bumper of the RV, steer H over H to the Lt.
12. Apply the Foot Brake / Stop when parallel to curb
13. Straighten steering wheel while moving the vehicle forward and back to center the vehicle in the space / DO NOT DRY STEER
14. Stop vehicle
15. Apply Parking Brake
16. Gear Select Park
17. Shut Down etc. as required
18. NOTE: if on a hill angle wheels as per hill parking

Parallel Park alternate method steering full lock (all the way)

Script: Step by Step Sequence / Coach and Correct

1. MELT- safe and legal
2. MSB Rt.
3. Cover the Foot Brake / choose position Rt. , behind vehicle already parked (reference vehicle or RV)
4. Apply the Foot Brake / align your vehicle with RV by matching rear bumpers / steering wheels
5. Stop vehicle
6. Gear Select "R"
7. Check 360⁰ MSB Rt.
8. Assume Reverse posture, both hands on steering wheel, looking over Rt. shoulder
9. Ease up on the Foot Brake, while steering H over H Rt. all the way, roll slowly back
10. As you approach a position where your Rt. front door is next to the Lt. rear 1/4 panel or fender of the RV (between the rear bumper and the door of the RV), recover steering H over H Lt. to straighten the steering wheel, continue backing very slowly
11. When your vehicle front bumper clears bumper of the RV, steer H over H to the Lt. All the way
12. Apply the Foot Brake / Stop when parallel to curb
13. Straighten steering wheel while moving the vehicle forward and back to center the vehicle in the space / DO NOT DRY STEER
14. Stop vehicle
15. Apply Parking Brake
16. Gear Select Park
17. Shut Down etc. as required
18. NOTE: if on a hill angle wheels as per hill parking

90° Parking backing in

Script: Step by Step Sequence / Coach and Correct

1. MELT and locate vacant parking space (VPS) / no obstructions blocking space
i.e. abandoned shopping carts etc.
2. MSB Rt.
3. Count 2 spaces ahead and beyond the VPS
4. Stop vehicle 2 meters from the vehicle in space 2 and aligned such that you are
looking up its far corner and side
5. Gear Select "R"
6. Assume reverse posture- both hands on steering wheel
7. Check 360°
8. Looking over Rt. shoulder and aiming high out rear window
9. Cover the Foot Brake and roll slowly back at walking pace / H over H Rt.
10. Recover steering H over H Lt. until vehicle is parallel to adjacent vehicles and
centered in VPS
11. Stop vehicle
12. Apply Parking Brake
13. Gear Select Park
14. Shut Down etc. as required

Freeway Entrance Ramp and Merge LT.

Script: Step by Step Sequence / Coach and Correct

1. MELT- identify Speed warning / maintain a 3-4 second gap with vehicle ahead at all times
2. Speed such that no push or pull on ramp curve / DO NOT STARE AT INSTRUMENT PANEL OR STEERING WHEEL
3. Scan vehicles already on the Freeway to estimate speed
4. At base of ramp / acceleration lane, Signal Lt. / maintain a 3-4 second gap with vehicle ahead
5. Check rear view mirror for tailgater who may try to pass you
6. Begin to accelerate to speed of traffic in inside Freeway live lane (lane #1)
7. MSB Lt. for gap
8. MELT- aim high in centre of lane #1
9. 50% to 75% down the acceleration lane merge smoothly left by bringing the vehicle to where your eyes are already looking / DO NOT STARE AT INSTRUMENT PANEL OR STEERING WHEEL
10. Bring vehicle to speed / cancel signal
11. Check rear view mirror / maintain 3-4 second gap

Freeway Exit

Script: Step by Step Sequence / Coach and Correct

1. MELT- identify exit location / maintain a 3-4 second gap with vehicle ahead at all times
2. Lane change to #1 lane if required
3. MSB Rt.- Signal must activate 3-5 seconds before deceleration lane opens up / **DO NOT SLOW DOWN IN A LIVE LANE**
4. MELT- aim high in centre of deceleration lane
5. Lane Change smoothly Rt. by bringing the vehicle to where your eyes are already looking / **DO NOT STARE AT INSTRUMENT PANEL OR STEERING WHEEL**
6. Cancel signal within 5 seconds of entering deceleration lane
7. MELT- aim high and identify warning speed sign
8. Cover the Foot Brake
9. Apply the Foot Brake, slow vehicle
10. Speed such that no push or pull on ramp curve / **DO NOT STARE AT INSTRUMENT PANEL OR STEERING WHEEL**
11. Check rear view mirror / maintain 3-4 second gap with vehicle ahead

Road Side Stop G₂ Exit Test only

To be done if vehicle breaks down or is approached by an Emergency Vehicle from any direction

Script: Step by Step Sequence / Coach and Correct

1. Identify need to pull to the right and stop
2. MSB Rt. (perhaps Lt. on 1 way street)
3. Release gas gently and Cover the brake
4. Apply brake gently while picking a legal and safe stopping location
5. Stop vehicle 30cm from curb
6. Turn on 4 way flashers (hazard lights)
7. If vehicle is disabled, shift to Park and apply Parking Brake
8. If only for Emergency Vehicle, wait until it passes
9. MSB Lt. (perhaps Rt. on 1 way street)
10. MELT into driving lane
11. Re enter traffic flow
12. Check Rear View Mirror
13. Make sure Signal Cancelled

Glossary of Terms

ARP: Assume Reverse Posture

This refers to looking backward over the shoulder(s) out the rear window. Both hands on the wheel if backing to the left or right. Left hand at 12 o'clock and right hand on passenger seat if backing in a straight line.

Bring vehicle to speed:

This refers to acceleration such that it matches the speed of traffic without exceeding the maximum posted limit.

Chk. Mirror #1:

This refers to a glance in the inside rear view mirror.

Chk. Mirror #2:

This refers to a glance in the driver's side door mirror.

Chk. Mirror #3:

This refers to a glance in the passenger's side door mirror.

Check 360⁰:

This refers to a complete visual check in all directions.

Dry Steer:

This refers to moving the steering wheel when the front tires are stationary. This is very hard on the front suspension and steering components.

Cover the (Foot) Brake:

This refers to moving the foot over the brake without actually applying it.

Ease up on (Foot) Brake:

This refers to releasing pressure on the brake slightly but not fully.

Glance:

This refers to a very brief eye fixation, looking for between 0.3 to 2 seconds.

GVH: Ground Viewing Habit

This refers to occasional glances at the turned / rolling tires of other vehicle, as well as the feet of pedestrians.

H over H: Hand Over Hand

This refers to the proper hand movements when moving the steering wheel left or right more than a 1/2 turn.

LYHEAL: (see also OHIP and MELT) Let Your Hands take you to where your Eyes are Already Looking

Live Lane:

This refers to a vehicle lane open to flowing traffic. On a Freeway, lane #1 is the inside right lane into which merges are usually made.

MELT: Minimum Eye Lead Time

This refers to occasional glances 12-15 seconds or more ahead at the intended path of travel.

MSB: Mirror Signal Blind spot

This refers to a check to the rear and side(s) before any lateral movement.

Also sometimes given as:

SMOG: Signal Mirror Over the shoulder Go

This refers to the same situation as MSB but where there is a need to create a space next to your vehicle to lane change. Putting on the signal first encourages vehicles beside you to cooperate with your lane change (often used by truck drivers). It is also the correct procedure when merging on a Freeway.

OHIP: Observe High Intended Path (similar to MELT)

This refers to eye placement during a lateral movement like a lane change, entering a live lane from a parked position or while going around a corner. Can be used as a replacement for the expression "Let Your Hands take you to where your Eyes are already Looking"

RV: Reference Vehicle

This refers to the vehicle in front of a vacant parking spot.

Scan intersection- Lt. / Ctre. / Rt. / Lt. again

This refers to a visual check ahead and always done side walk to side walk wide.

Shut Down:

This refers to a procedure which involves a(n)

Application of the Parking Brake

Shift to Gear Select Park

Turn key counter clockwise and remove

Check 360⁰

Exit vehicle safely

Stare:

This refers to an extended eye fixation, looking for more than 2 seconds.

Novice drivers commonly fixate for between 3-5 seconds. The Coach's job is to reduce staring (3-5 seconds) to glancing (0.3-2 seconds).

Stop Limit Line:

This refers to the thick solid white line marking the stopping position at controlled intersections.

9 o'clock and 3 o'clock position:

This refers to the proper hand position on the steering wheel of an air bag equipped vehicle.

VPS: Vacant Parking Spot.

Walking Pace:

This refers to a slow roll at the normal speed a person would walk.

Coach / Novice Driver

Mentored Driving Reference Page (rev. 05/08) © W.J. Pollock, Jetala Limited, 1996

Rule #	a	b	c
1 Aim High	<ul style="list-style-type: none"> Glance min. 12s-15s ahead at center of intended path. 15s-20s minimum for instructor Track within lane boundaries. In emergencies look high to where you want the vehicle to go, not at obstacle in your path. 	<ul style="list-style-type: none"> Aim high around curves and turns. Brake <u>before</u> entering a turn. Accelerate no sooner than the mid-point of a turn. Track in middle of lane. Never begin to move into a turn until you are already looking in that direction. 	<ul style="list-style-type: none"> At night glance ahead of head light spray. Slow down to maximum of 60 km/hr. on unlit roads at night. On turns and curves at night use extra caution. Aim high to see rear lights of other vehicles beyond headlight spray.
2 See the Total Picture	<ul style="list-style-type: none"> Be aware of potential problems 360^o around vehicle. 'Actively watch' i.e. don't become distracted by items unimportant to driving activity. Cover the brake in all doubtful situations (esp. at intersections approaching amber light. Show red to the rear). 	<ul style="list-style-type: none"> 'Actively watch' i.e. Glance left, center and right (esp. at <u>all</u> intersections and side entrances). Check left again before proceeding. Also while stopped at red light check left, center, right and left before entering intersection when light changes to green. Cover the brake after reaching the Point of No Return (P.N.R.) red to the rear if tailgated. 	<ul style="list-style-type: none"> 'Actively watch' i.e. Ground Viewing Habit (G.V.H.) by glancing at ground for angled front wheels of other vehicles to judge approach speed and anticipate vehicles about to enter your path at intersections and private drives as well as parked positions. Also G.V.H. at the feet of pedestrians, under parked cars for feet and wheels.
3 Keep Eyes Moving	<ul style="list-style-type: none"> Move eyes frequently (0.33s to 2s) to prevent a 'blank stare'. Divide attention among most likely sources of collision. 	<ul style="list-style-type: none"> Check rear view mirrors every 5 to 10 sec. and after completing any maneuver. None should ever pass or follow you unnoticed. 	<ul style="list-style-type: none"> Drive in lane of least resistance. Respond to hazards well in advance by communicating (see 5a), altering speed or position.
4 Leave Space	<ul style="list-style-type: none"> Leave at least 2-3 sec. behind vehicle ahead. Add extra seconds when pulling a trailer or when view ahead is blocked. Stop in traffic such that the rear tires of vehicle ahead are visible (minimum of 1 car length). 	<ul style="list-style-type: none"> Ride alone, not in a pack (2 or more other vehicles blocking either your view or space cushion. A minimum of 3 vehicles, including yourself, makes a pack). Lane changes should be made while moving, never from a stopped position. 	<ul style="list-style-type: none"> Do not travel for extended periods in another vehicle's blind spot. Do not allow others to linger in your blind spot. Do not move into a space next to (adjacent) another vehicle. Pass only 1 vehicle at a time. Stay away from sides of large trucks while they are turning
5 Communicate	<ul style="list-style-type: none"> Tap horn etc. as a friendly warning to establish eye to eye contact with potential conflicts, including pedestrians. Use Ground Viewing Habit (see 2c) to confirm appropriate response by others. 	<ul style="list-style-type: none"> Use lights and signals (including 4-way flashers) where appropriate. Signal <u>before</u> braking. Cancel signal when maneuver is complete. Slow <u>slightly</u> to encourage tailgaters to pass. Be predictable, obey right of way rules 	<ul style="list-style-type: none"> Check mirrors before braking. In an emergency, pass the message back <u>gently</u> to tailgaters with the brake lights. Your 12-15 sec. of eye lead-time allows you to brake more gently in emergencies. 15-20 sec. for instructors. (see 1a).

