



# CDL Skills Test Guide

BDS TP1 9/2021

## URNS

### APPROACH

**Traffic check:** Prior to reaching the corner, check the traffic environment ahead, to the left and right by head movement and to the rear through the mirrors and making eye contact with other drivers and pedestrians.

**Turn signal:** Turn signals should be activated at least 100' prior to the corner. Signaling too early or too late confuses other motorists.

**Deceleration:** There should be a smooth deceleration by braking gradually, not lugging engine and downshifting if necessary. Do not coast either by depressing the clutch too early or putting the transmission into neutral until stopped.

**Lane – Right turns:** Vehicle should be positioned in the right-most traffic lane and not over lane markings. While making a right turn, driver may go over the left lane marking, only if necessary.

**Left turns:** Single turn lane – Vehicle should be positioned in the left-most traffic lane and not over lane markings.

**Multiple left turn lanes:** Vehicle should be positioned in the right hand traffic lane and not over lane markings.

### IF STOP REQUIRED PRIOR TO THE TURN

**Stop line:** Come to a full stop before the posted stop sign, stop line, crosswalk, or “curb line” before entering the intersection of the street.

**Rollback:** The vehicle should not roll back when stopped.

**Gap:** Should be able to see the rear tires of the vehicle ahead of you touch the pavement.

**Wheels straight:** Keep the steering wheel straight until actually starting the turn, especially, left turns. If your vehicle is rear ended, it may be pushed into oncoming traffic.

### TURNING

**Traffic check:** While turning, there should be head movement to the left and right, watching for other drivers and pedestrians.

**Both hands:** While turning, both hands should be on the steering wheel. Steering wheel can “self-return” as long as the driver is holding it with both hands.

**Shifting:** While turning, there should be no shifting gears unless the shift is necessary and proper. Gear change is allowed when starting from a stop while still traveling straight.

**Speed:** Speed during turns should be smooth-even acceleration and no unnecessary stopping.

**Wide/short:** Do not cut across lanes unless necessary. Do not force others to stop or backup. Tires must not rub or run over the curb. Rear tires should be within 3 feet of the curb at the closest point during the turn.

### COMPLETING TURN

**Traffic check:** In addition to checking left and right, check the mirror for vehicle path. Make eye contact with drivers and pedestrians.

**Correct lane:** Left turns should be completed in lane closest to the center line and then move right when safe. Right turns should be completed in closest marked driving lane to curb (turning from single turn lane onto multiple lane street/highway). When multiple turn lanes are available on the approach, vehicle must be in the right lane for both left and right turns and completed in the appropriate lane (watch the dashed white lines outlining the correct turning path). *Completing two or more turns into the wrong lane is a disqualification.*

**Signal:** Canceled after completion of turn.

**Accelerate:** Acceleration should be smooth with no stalling or lugging the engine.

## INTERSECTIONS

### STOPPED INTERSECTION / APPROACH

**Traffic check:** Prior to reaching the intersection, check the mirrors with head movement and to the left and right, making eye contact with other drivers and pedestrians.

**Deceleration:** There should be smooth deceleration by braking gradually, not lugging engine and downshifting if necessary. Do not coast either by depressing the clutch too early or putting the transmission into neutral until stopped.

**Correct lane:** Maintain lane position in correct lane.

**Gap:** Should be able to see the rear tires of the vehicle ahead of you touch the pavement.

**Stop line:** Come to a full stop before the posted stop sign, stop line, crosswalk, or “curb line” before entering the intersection of the street.

**Rollback:** The vehicle should not roll back when stopped.

## DRIVING THROUGH INTERSECTIONS

**Traffic check:** Check traffic to left and right before entering the intersection and to rear by checking mirrors. If pedestrians or other traffic is stopped or near the intersection, remove your foot from the accelerator and cover the foot brake. Anticipate light changing to yellow.

**Both hands:** Keep both hands in proper position on steering wheel.

**Accelerate, Gear:** Accelerate and shift smoothly.

**Yield:** Yield to other traffic and pedestrians.

**Lane:** Remain in traffic lane and do not change lanes while in the intersection.

**Outage:** Check for clearance on the other side of intersection.

## URBAN/RURAL SECTIONS

**Traffic checks:** Check mirrors every 8–10 seconds.

**Proper lane:** Keep vehicle centered in proper lane and react to situations requiring a lane change or reducing speed.

**Speed:** Keep up with traffic, but don't exceed the speed limit.

**Following distance:** Stay one second, for every 10' of vehicle length, behind the vehicle in front of you and add one second if you are operating over 40 mph.

### LANE CHANGE

**Traffic check:** Check traffic before, during and after lane change.

**Signal:** Turn signal on before the lane change and cancel signal after vehicle is completely into new lane.

**Spacing:** Maintain a safe following distance.

**Smooth change:** Change lanes smoothly and not in an intersection.

**SIGN—Bridge/Underpass/Weight/Clearance/Traffic related signs** Know weight allowed on bridge or clearance of underpasses. Check for signs indicating weight or clearance. Pay attention to all traffic signs.

## CURVE

**Traffic check:** Observe traffic throughout the curve.

**Speed:** Reduce speed before curve, do not downshift or brake during curve. Maintain speed during curve.

**Lane:** Keep the entire vehicle within the traffic lane.

## RAILROAD CROSSING

### APPROACH \* denotes all vehicles

**\*Traffic check:** As you approach the tracks, check for trains by looking left and right and check mirrors to check for reaction of traffic behind vehicle.

**\*No coasting, rightmost lane, proper deceleration.**

**4-ways, stop:** All placarded vehicles, school buses and motor buses carrying passengers, must stop 15 to 50 feet from the nearest rail. Activate 4-way flashers 100' before tracks to warn other drivers that you are stopping. Use right most lane for the stop.

### AT CROSSING

**Foot brake:** Depress foot brake so vehicle does not roll backward or forward in a dangerous manner.

**Door:** Open door (required for school bus) or service window for all other passenger/human service vehicles.

**Train check:** Check left and right (up and down the track) for an approaching train.

### CROSSING TRACKS (RESUME)

**\*Traffic and train check:** Recheck the mirrors with head movement to left and right and recheck the tracks for approaching train.

**\*Gear:** No changing gears while the vehicle is crossing tracks and no stopping on tracks.

**Door:** Close service door (school bus only) when the front wheels cross the first set of tracks.

**4-ways:** Turn 4-ways off after vehicle has resumed normal speed.

**\*Outage:** Check for clearance on other side of tracks.

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## EXPRESSWAY

### MERGE ON

**Traffic check, Signal, Gap:** Check traffic, signal 100' before entering and allow a safe gap.

**Smooth merge, Lane:** Merge smoothly and safely without crossing painted white lines.

**Signal off:** Cancel signal after entering expressway.

### STRAIGHT AHEAD DRIVING

**Traffic check:** Check mirrors every 8–10 seconds.

**Proper lane:** Keep vehicle centered in rightmost lane and react to situations requiring a lane change or reducing speed.

**Speed:** Keep up with traffic, but don't exceed the speed limit.

**Following distance:** Stay one second, for every 10' of vehicle length, behind the vehicle in front of you and add one second if you are operating over 40 mph.

### LANE CHANGES (Same as LANE CHANGE in URBAN/RURAL)

#### EXIT

**Traffic check:** Prior to reaching the exit, check the mirrors with head movement to left and right.

**Signal:** At least 100' before the exit.

**Lane:** Enter smoothly at start of exit lane.

**Decelerate:** Smooth deceleration on exit ramp, (brake gradually, not lug engine and downshift if necessary).

**Ramp speed:** Maintain a safe speed (watch for warning signs)

**Gap:** Maintain proper spacing with traffic when exiting.

**Signal off:** Cancel signal when the vehicle is on exit ramp.

## ROADSIDE STOP / START

### APPROACH

**Traffic check:** Prior to pulling over, check traffic ahead, left, right and rear (mirror).

**Turn signal:** Turn signals should be activated at least 100' prior to pulling over for stop.

**Lane:** Vehicle needs to be in right most lane and not park by a hydrant or driveway.

**Decelerate:** Brake smoothly and evenly, changes gear, no coasting.

### STOPPED

**Parallel:** Vehicle is completely in the right most lane, parallel with curb, gravel, or road edge, does not rub curb.

**4-ways on:** Turn signal lights off and 4-ways on once stopped.

**Parking brake:** Set the parking brake(s) before releasing the service brake, place transmission in neutral or park.

### RESUME

**Traffic check:** Check traffic before and while pulling away from curb.

**4-ways off, signal on:** Turn 4-way flashers off and turn signal on, before pulling out.

**Pulling away:** Release parking brake, do not stall engine or rollback. Accelerate smoothly.

## SCHOOL BUS DISCHARGE (RURAL)

### APPROACH AND STOP

**Traffic checks:** Approach slowly, continuously check traffic and all mirrors before, during and after coming to a stop.

**Flashing amber warning lights:** Activate flashing amber warning lights at least 300' before stopping in a 45 mph or greater speed zone or 100' before stopping in a less than 45 mph speed zone.

**Traffic recheck:** Determine if other drivers see and react to the flashing amber lights.

**Flashing red lights:** Come to full stop in farthest-right driving lane, place transmission in neutral, apply foot brake to prevent movement, extinguish flashing amber lights and turn on flashing red lights.

**Stop arm:** Activate stop arm before opening the door. Continue to check traffic and mirrors.

### DISCHARGE

**Inform students where to wait:** (10' in front of the bus), signal to cross the road, signal not to cross the road (in case of danger) and for students not crossing the road to move immediately away from the bus.

### STUDENTS EXIT

**Traffic check:** Must check all traffic and all outside mirrors prior to opening the door.

**Door:** Open door after re-checking traffic.

**Students:** Driver counts all students leaving bus, checks students not crossing (to be safely away from the bus) and checks students that are waiting for signal to cross the road.

### CROSSING ROAD

**Traffic check:** Must check all traffic and all outside mirrors before motioning students to cross road.

**Students:** Recount all students who have been discharged (those crossing the road and on the right side of the bus).

**NOTE:** Driver needs to account for all students exiting the bus before leaving.

### RESUMING

**Traffic check:** Check all mirrors and traffic.

**Stop arm, door:** Close door completely, turn off red warning lights, check traffic and accelerate smoothly.

## GENERAL DRIVING BEHAVIOR

**Uses clutch improperly:** Manual transmission-double clutching required. Rides clutch to control speed or maintain vehicle position while stopped. Uses clutch roughly to stop, start and shift gears.

**Uses gears improperly:** Grinds or clashes gears, coasts, revs or lugs engine.

**Uses brakes improperly:** Does not brake smoothly.

**Improper steering:** Does not keep both hands on the wheel.

**Improper lane usage:** Encroaches on pavement markings, other traffic lanes, lane changes at intersections.

**Uses regular traffic checks**

**Improper use of turn signals**

**Speeding:** Does not maintain speed limit or exceeds posted speed limit

**Improper following distance**

## IMMEDIATE DISQUALIFICATION

**Accident:** Is involved in any accident the driver could have prevented or contacts any fixed object or pedestrian.

**Dangerous act:** Driver almost causes an accident. This includes: forcing someone else to take immediate action, examiner had to take action to avoid an accident, backing up because he/she took a turn too short, drives over a curb, not checking traffic and not slowing down when going through an uncontrolled intersection, rolls back more than 24 inches, or having both hands off the steering wheel for an extended period of time.

**Law violations:** Violating any traffic law. This includes, but is not limited to, speeding, failing to stop for a stop sign or traffic signal, making one turn entirely from the wrong lane, turning into the wrong lane (two times) at the completion of a turn.

**Safety belt:** Refuses to wear safety belt.

**Failure to yield**

## BASIC CONTROL SKILLS

**Pull-ups:** Are scored when a driver pulls forward to clear an encroachment or to get a better position.

**Encroachments:** Occur when a driver touches or crosses over a boundary with any part of the vehicle except the vehicle mirrors.

**Looks:** Are scored when a driver exits the vehicle or moves from a seated position to check the vehicle position.

**Final position:** Is scored on the final position of the vehicle.