

*SIGNATURE*

*DRIVING*

*SCHOOL*



**1. Introduction**

Comfy, non-slip shoes  
 Glasses if you think you'll need them for driving  
 Remember your provisional licence  
 Mobile Phone needs to be on silent  
 Logbook or app  
 What is your driving experience?  
 Who has been your supervisor?  
 How many hours have you driven?

**2. . The cockpit drill**

Car doors should not be locked. Tester needs to have quick exit from the car if they need to.

**3. Seating position**

Make sure that the seat is in the correct position.  
 When you stretch your arms out your arms should be fully extended and your wrists should be on the top of the steering wheel.  
 You can adjust the back of the seat.  
 You can also adjust the height of the seat.

**4. Seat Belts**

Put on the seat belt.  
 Safety aspects of the seatbelts

**Car Controls****5. Pedals**

Right pedal for acceleration.  
 Middle pedal for brake.  
 Left foot remains on the footrest when not in use.  
 Teacher controls or connect to the driver pedals.  
 Instructor will use the controls at times and may need to touch the steering wheel. Your hand by accident if the instructor needs to touch the steering wheel or the gears.

**6. Steering position**

Hands need to be at 10 to 2.  
 Explain why this is the best position

**7. Handbrake**

Explain the purpose of the handbrake

What type of handbrake they have use before.

The handbrake can be electronic, a lever, a button or a foot pedal.

**8. Gears**

Go through the gears and the purpose of each gear selection

**9. Mirrors**

Centre mirror: should see the entire back window within the mirror  
 Side mirrors: Door handle should be in the first third of the mirror  
 Explain teacher mirrors

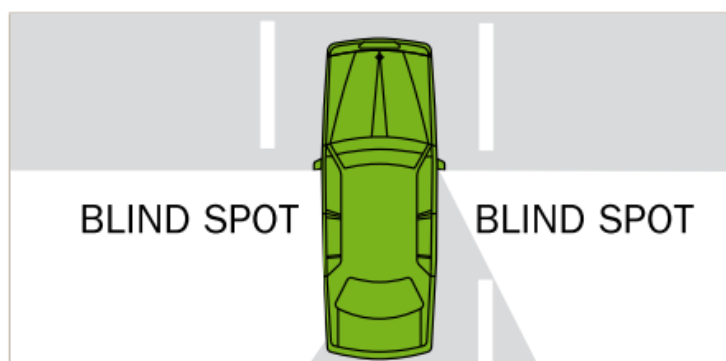
**10. Identify vehicle controls:**

indicators  
 windscreen washer and wipers  
 headlights (high and low beam)  
 hazard lights  
 brake lights.  
 windscreen demister  
 rear window demister (where fitted).  
 Horn.

Explain how to start the engine.

**11. Questions**

Are there any questions before we move?



## Right mirror



## Left mirror



# PARALLEL PARKING



## Step 1

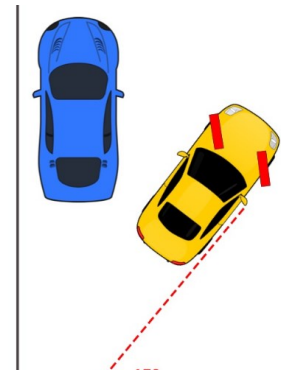
Approach the car and indicate left. Start **1m** away from vehicle. Position your car with your mirrors aligned.

Reverse back until you see the pillar of the rear window in line with the back of the car you are next to. Move back another 30 cm.



## Step 2

Don't move. Turn your steering wheel **3/4 turn to the left**. Reverse the car and stop when the point of the yellow rectangle is just over the grass.





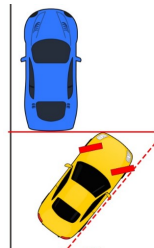
## If you have no reverse camera

Reverse back until you see the gutter is at the bottom of the right mirror.



### Step 3

Do a **full lock to the right**.

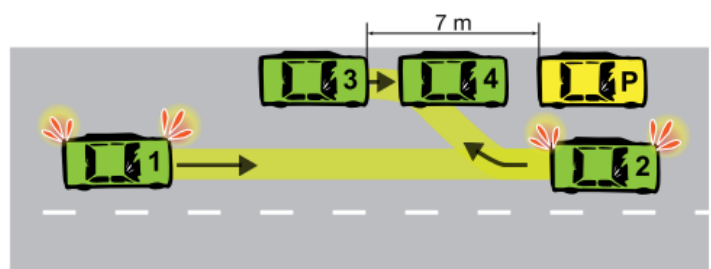


### Step 4

When your car is parallel with the kerb turn your steering wheel **one and a half turns to the left**. Drive forward a little making sure you are 1.5 m away from the car in front. Make the car safe. Put it in neutral and put on the handbrake.

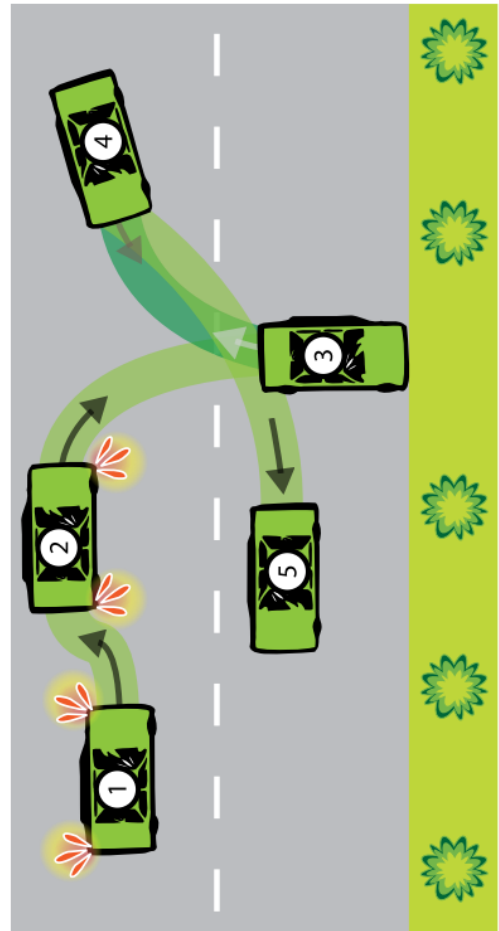


PARKING SUMMARY	
$\frac{3}{4}$	LEFT
FULL LOCK	RIGHT
$1 \frac{1}{2}$	LEFT



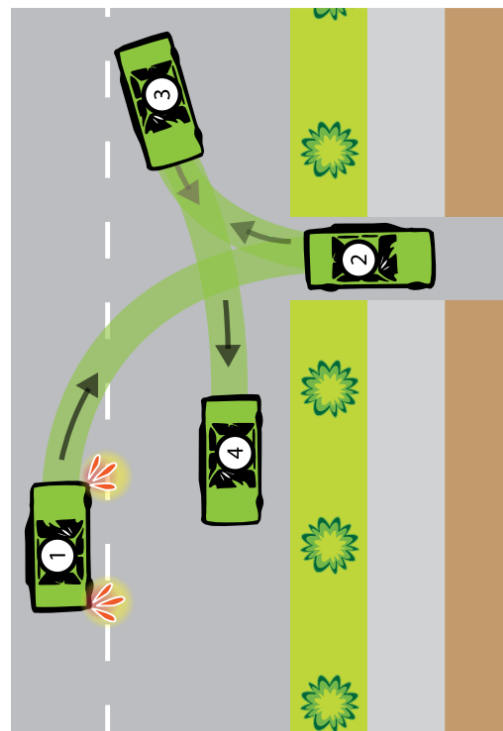
### Three-point turn: Kerb to Kerb

1. Indicate to move to the kerb, left blinker. **Stop at the Kerb**
2. Indicate to the right.
3. Full steer to the right as quickly as you can.
4. Checking your mirrors, blind spots to the right.
5. Then move off.
6. Stop when close to the kerb.
7. Turn the wheel full lock to the left.
8. After selecting reverse ( R ), look down and up the street.
9. Look through the back window.
10. Slowly reverse, stop when you have nearly reached the kerb using the camera. Stop when the number plate is above the kerb.
11. Indicate right. Turn full lock to the right. Look up and down the street. Move forward



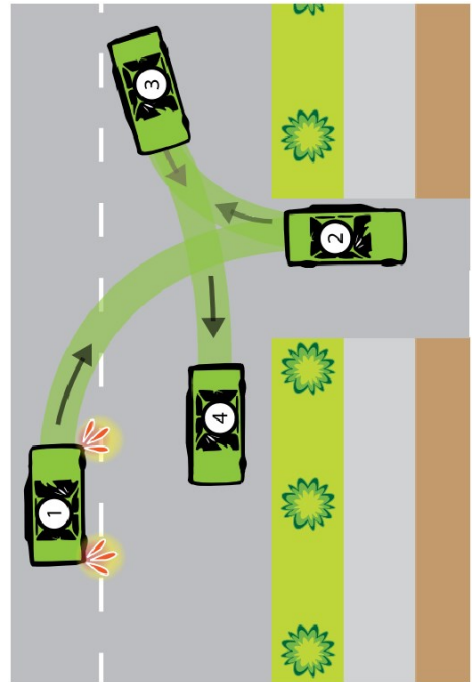
### Three-point turn: Up a driveway (Single )

1. Indicate to turn right. **Do not stop the car.** Position yourself to turn into the driveway. Turn steering to the right, drive into the middle of the drive way.
2. Car should have wheels straight. Look down and up the street. Look through the back window.
3. Make sure when moving back the car travels in a straight direction. Move back until the front wheels are over the kerb. Do a full lock to the left. Move out into the middle of the road.
4. Turn to the right. Look down and up the street. Turn right as needed. Move forward.



## Three-point turn: Up a driveway (Double Driveway )

1. Indicate to turn right. **Do not stop the car.** Position yourself to turn into the driveway. Turn steering to the right, **full lock**, drive into the left of the double drive way.
2. Do a full lock to the left. Look down and up the street. Look through the back window.
3. Move out into the middle of the road.
4. Turn to the right. Look up and down the street. Move forward.



## How to drive up a single driveway.

Drive the car to the most right hand side of the road.

Line up the mirror with the drive way as shown below.

Do a full lock to the right.

Drive up to the property line.



Line up the edge of the mirror with the right hand side of the driveway.



## Driving up a double driveway.

You need to position the car to the far left of the double driveway.

Drive the car to the most right hand side of the road.

Line up the mirror with the driveway as shown below.

Do a full lock to the right.

Drive up to the property line.



Position the mirror to the middle of the double driveway.

## Driving forward into a car parking spot

Always try and find a carpark on the right hand side.

Try and park so that there is no car to the left or right of you.

Try and drive to the middle of the road as you can.

Line up the right hand mirror as shown below.

Do a full lock to the right and drive into the carpark.

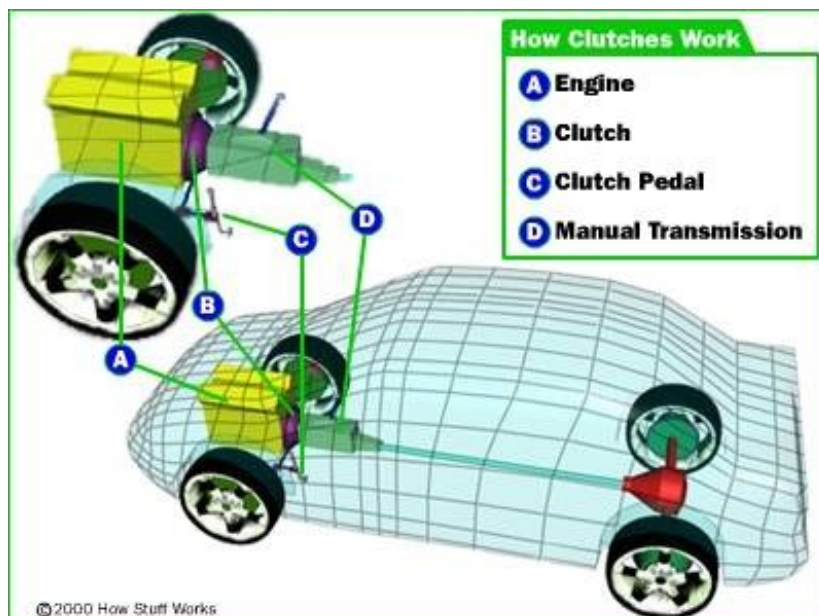
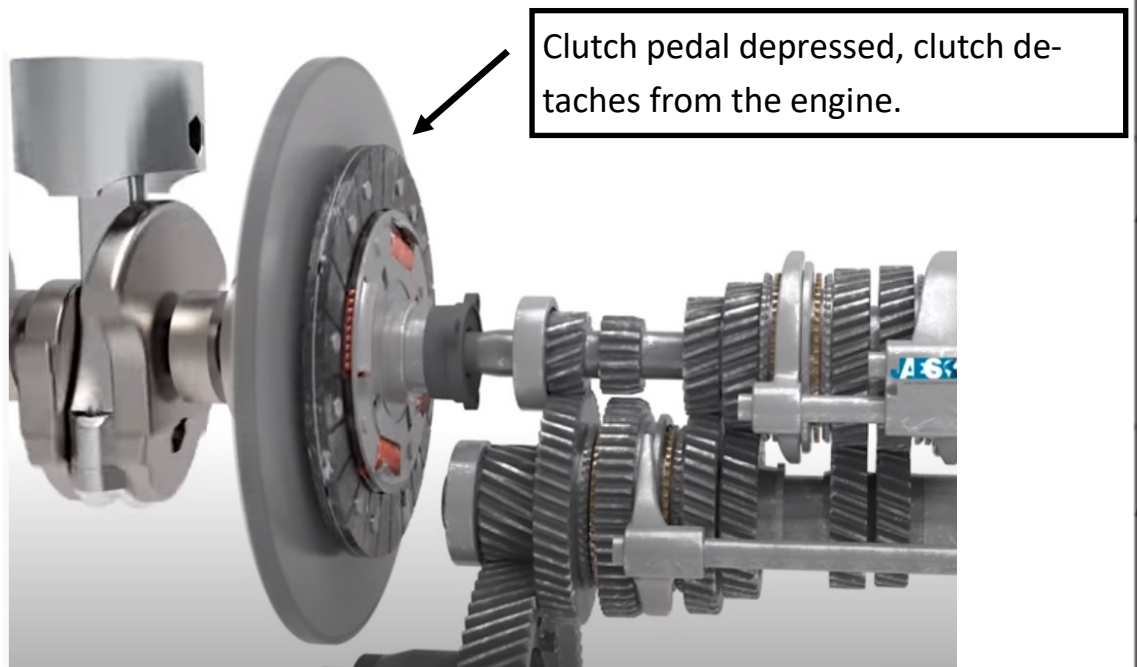
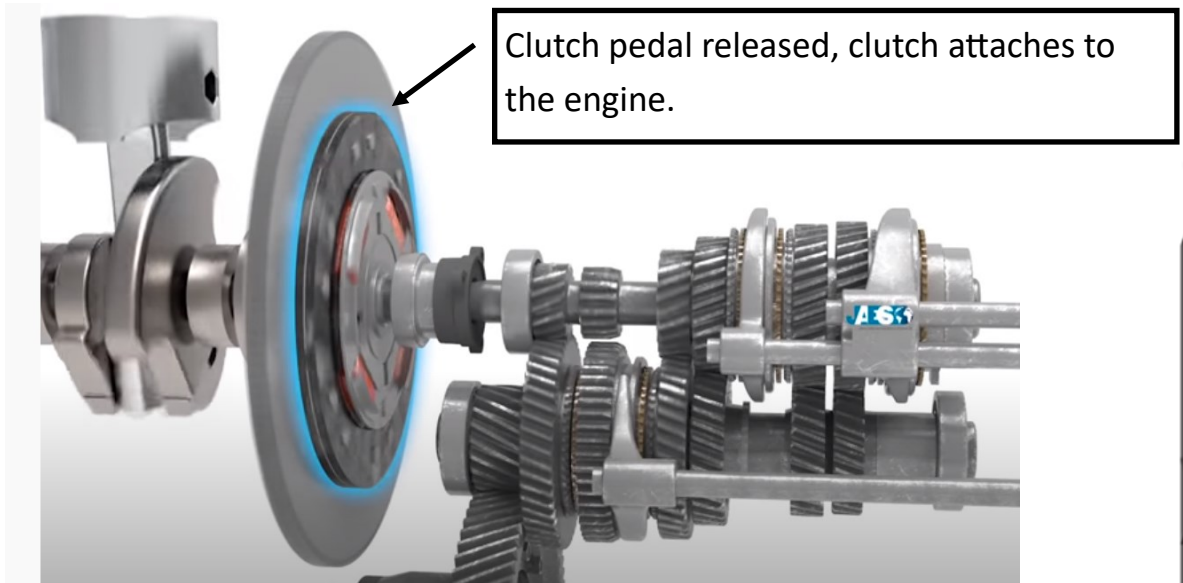


This is the parking spot you are trying to

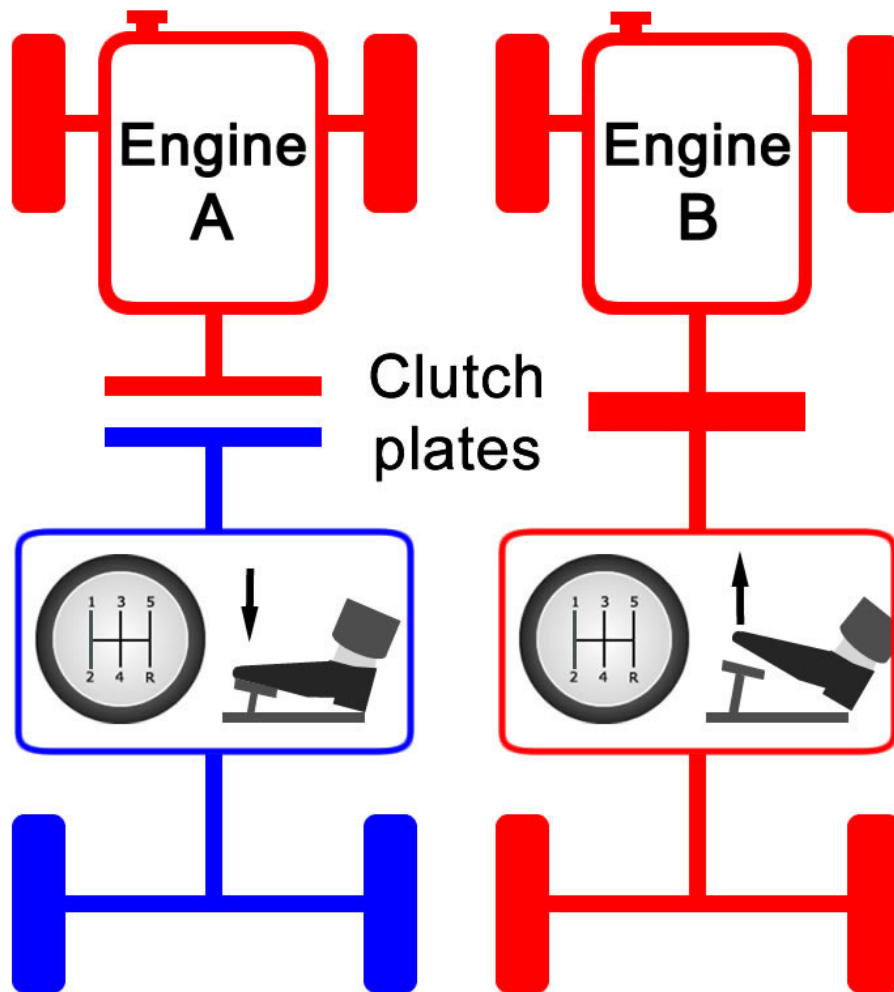
Line up the mirror with the corner of the car parking spot.



## CLUTCH USE



## CLUTCH USE



- Find a safe, quiet and flat practice area.
- Foot on brake
- Release the handbrake.
- Depress the clutch all the way and put the car into first gear
- Give the accelerator a gentle nudge, aiming to get the rev counter to somewhere around 1500rpm
- Very slowly raise your foot off the clutch.
- Eventually, the clutch plates will begin to bite and the car will slowly move forward.
- Slowly release the clutch and at the same time accelerate.

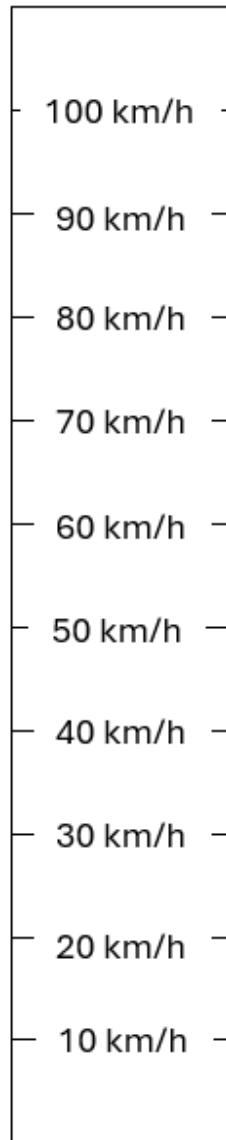
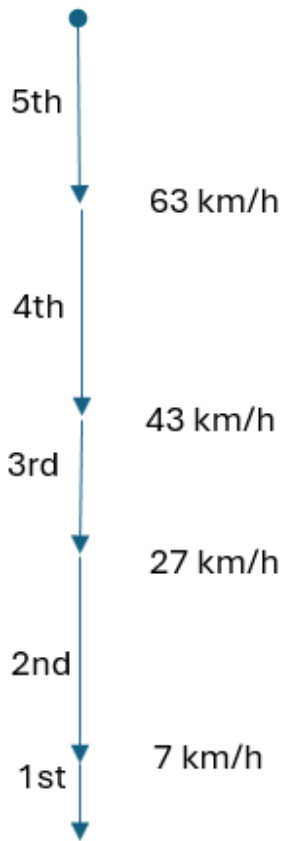
# SPEEDS FOR GEARS

GEAR	SPEED
1	0 – 20
2	20 – 40
3	40 – 60
4	60 - 80
5	80—100
6	100 –110

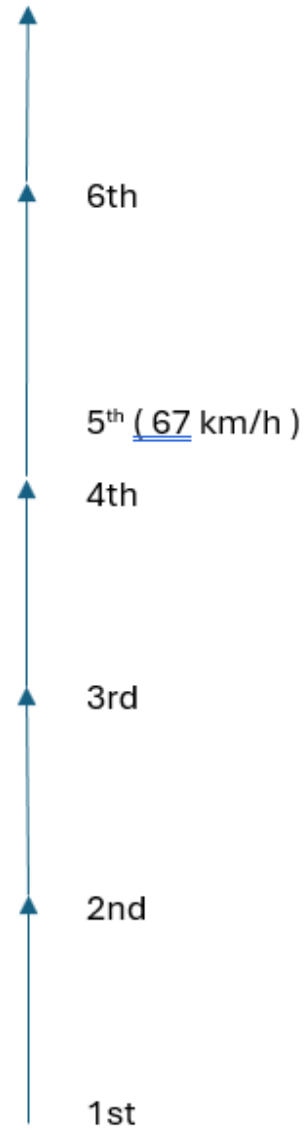
SPEED	GEAR
40 KM/H	3RD
50 KM/H	3RD
70 KM/H	5TH

ROUNDBABOUTS	
SPEED	GEAR
0 KM/H	1ST
25 KM/H	2ND
30 KM/H	3RD

## DECELERATION



## ACCELERATION



GEAR CHANGE



## Pulling out

Explain the purpose of the head check

Foot on the brake

Car in first gear

Pull off hand brake

Check centre mirror

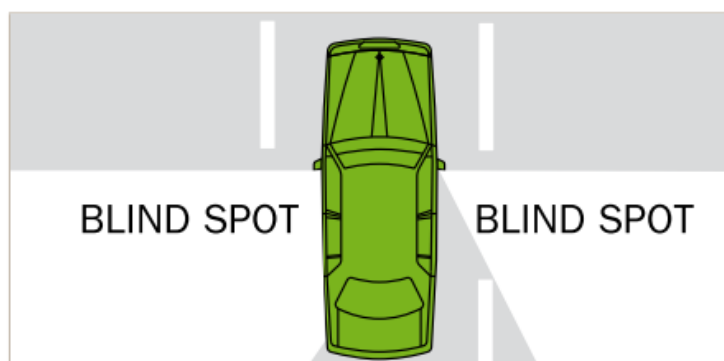
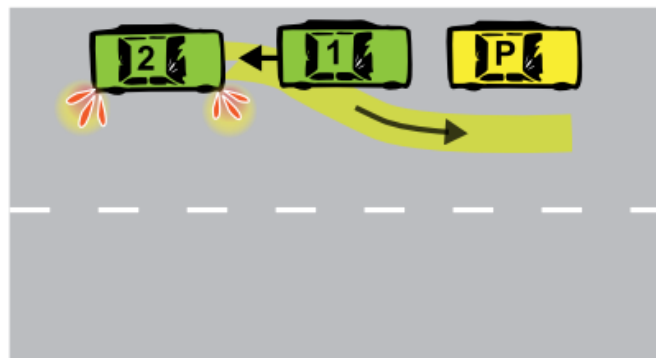
Check right side mirror

Do right head check

Release brake

Car should move on its own

Steer to the right to enter the road



## Push Pull Steering

### Steering to the right

Hands are at the 10 and 2 position.

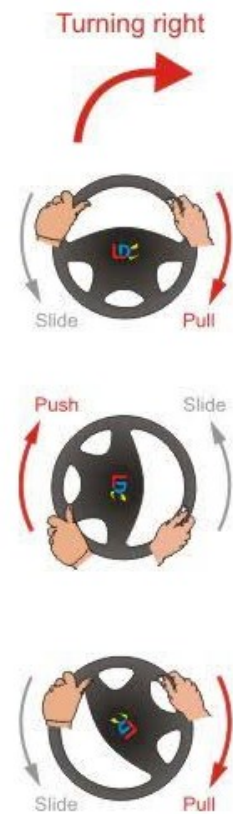
Put your right hand at the 12 position.

Pull down with your right hand.

Your left hand follows the same position as the right hand, but lightly holds the steering wheel.

With both of your hands at the 6 position, you push with your left hand up to the 12 position and your right hand follows lightly gripping the steering wheel.

Repeat the procedure until you do one and a half turns of the steering wheel.



### Steering to the left

To steer left is the same process, just the other way.

Hands are at the 10 and 2 position.

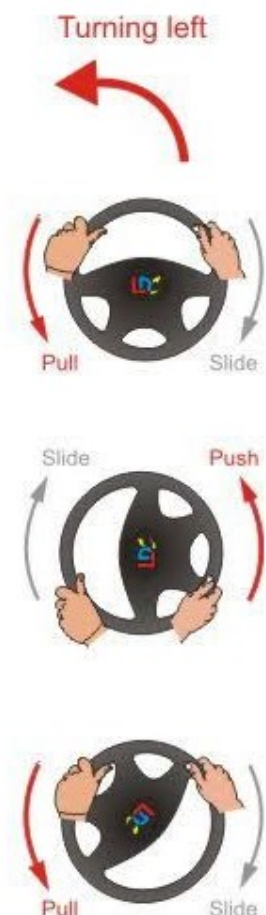
Put your left hand at the 12 position.

Pull down with your left hand.

Your right hand follows the same position as the left hand, but lightly holds the steering wheel.

With both of your hands at the 6 position, you push with your right hand up to the 12 position and your left hand follows lightly gripping the steering wheel.

Repeat the procedure until you do one and a half turns of the steering wheel.



# Pre-Drive Check

Before you begin the on-road component of the drive test with your vehicle (or your instructor's vehicle), the licence testing officer will instruct you to:

**Identify and operate the following vehicle controls:**

## Outside the vehicle

### Front

horn

Indicators left and right

headlights (park lights, low beam, high beam)

windscreen washer and wipers

hazard lights - leave them on

### Rear

hazard lights - turn them off

Indicators left and right

brake lights

Rear windscreen washer and wipers

## Inside the vehicle

Identify the handbrake.

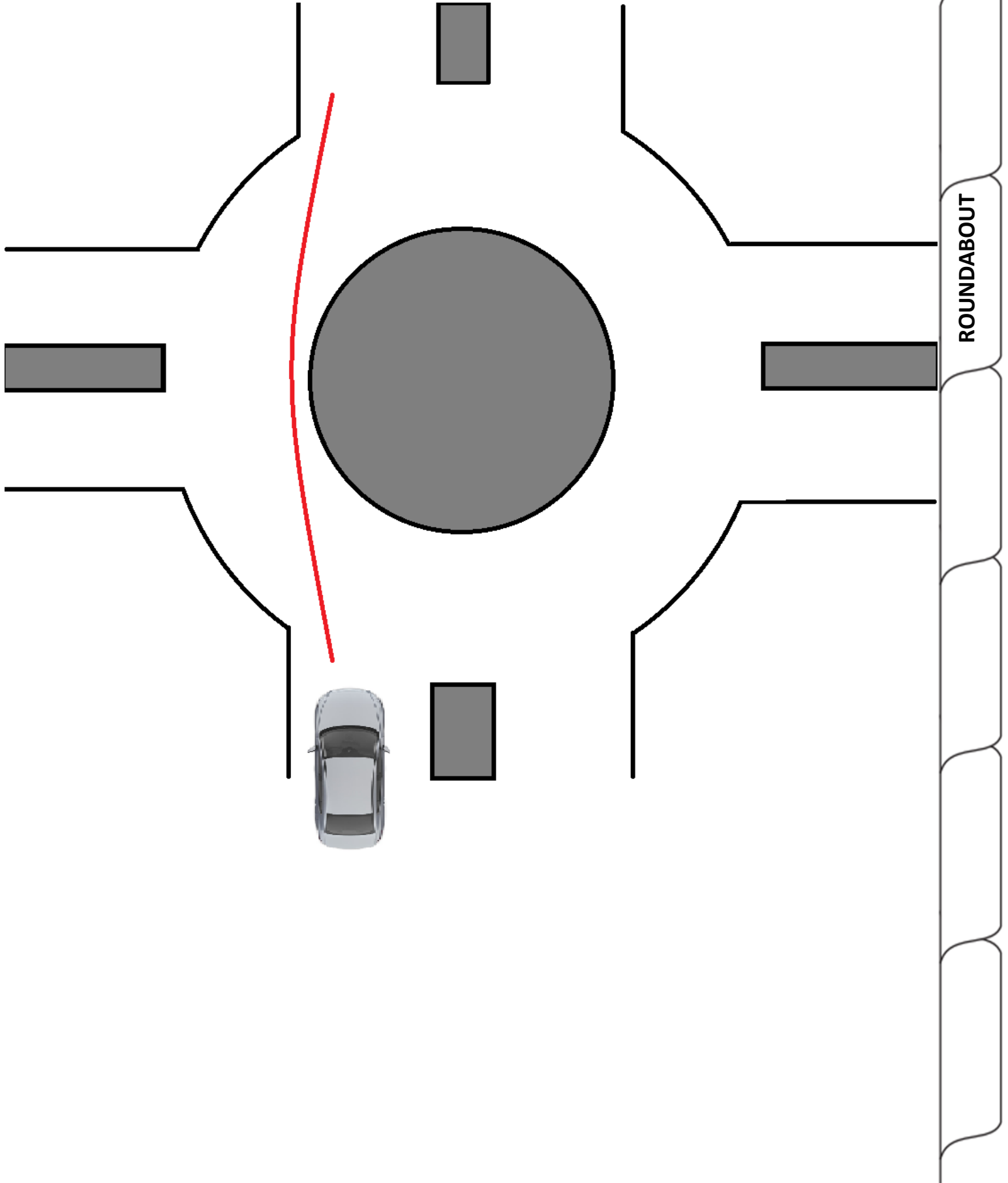
**Identify but not operate the following vehicle controls:'**

windscreen demister

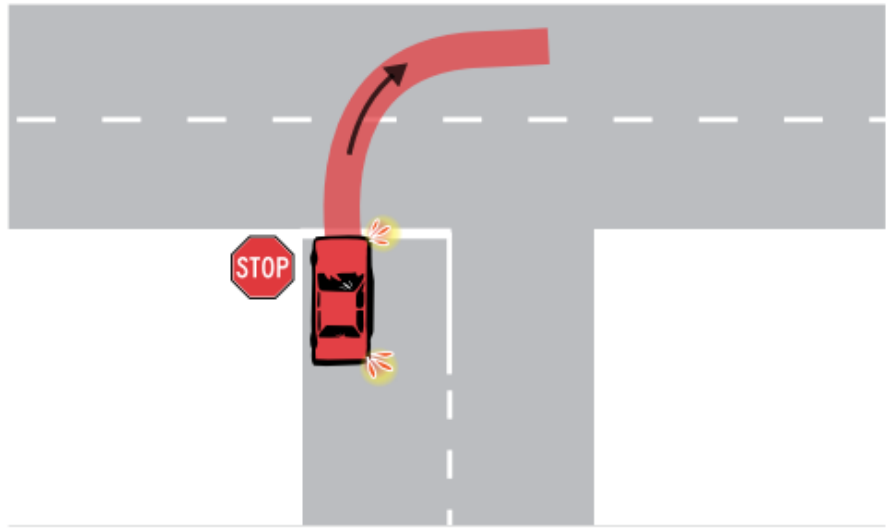
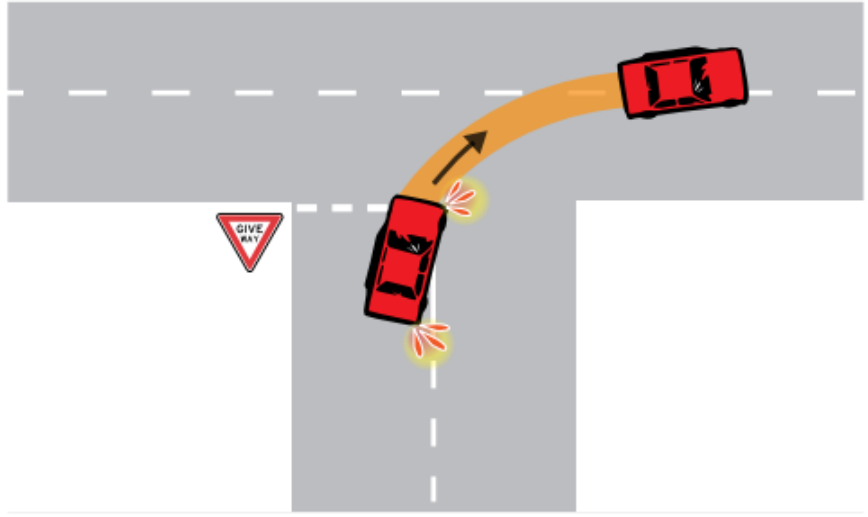
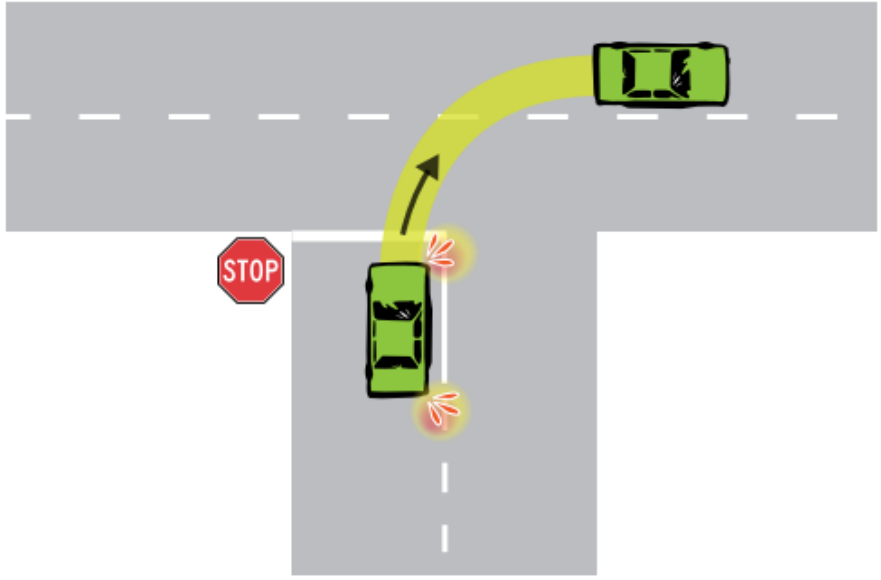
rear window demister (where fitted).

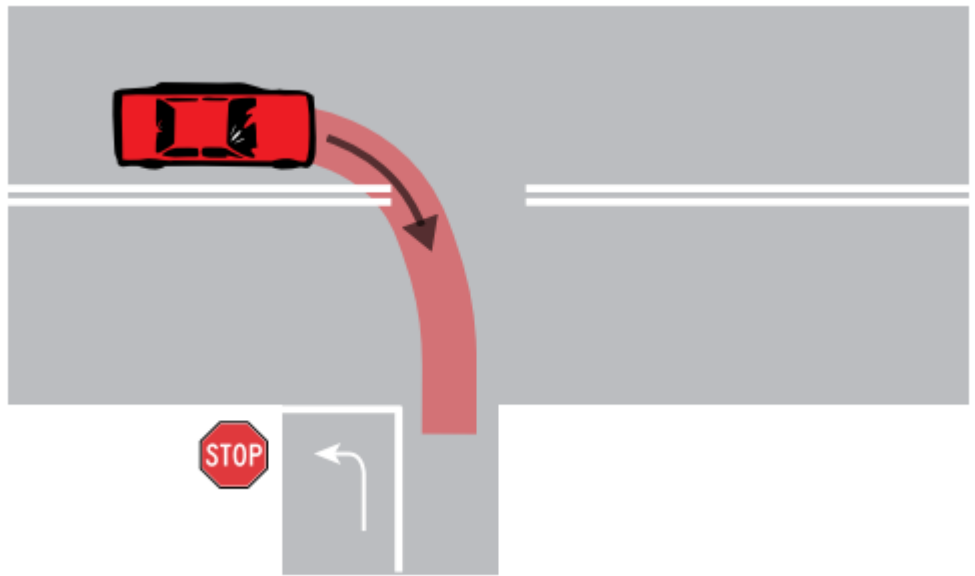
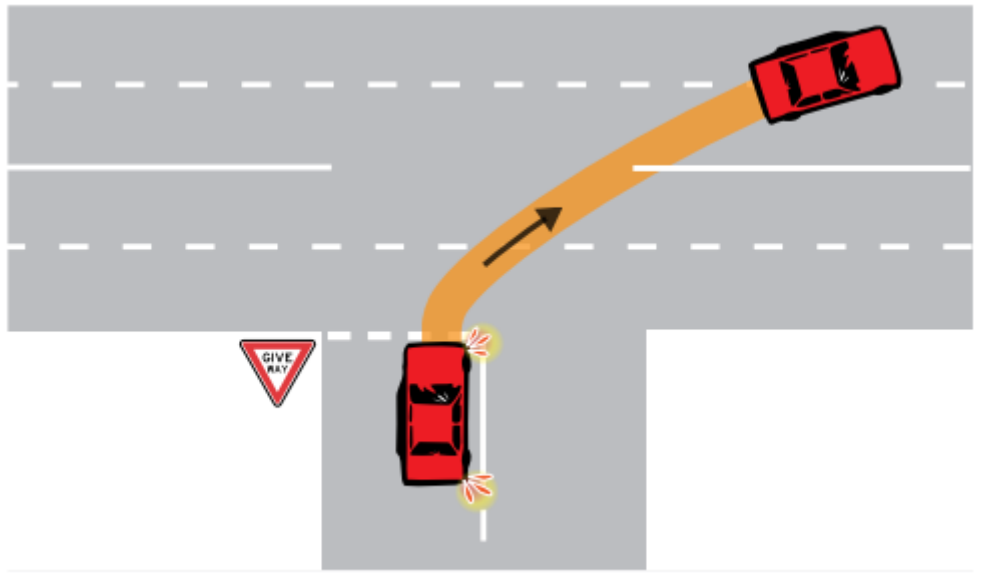
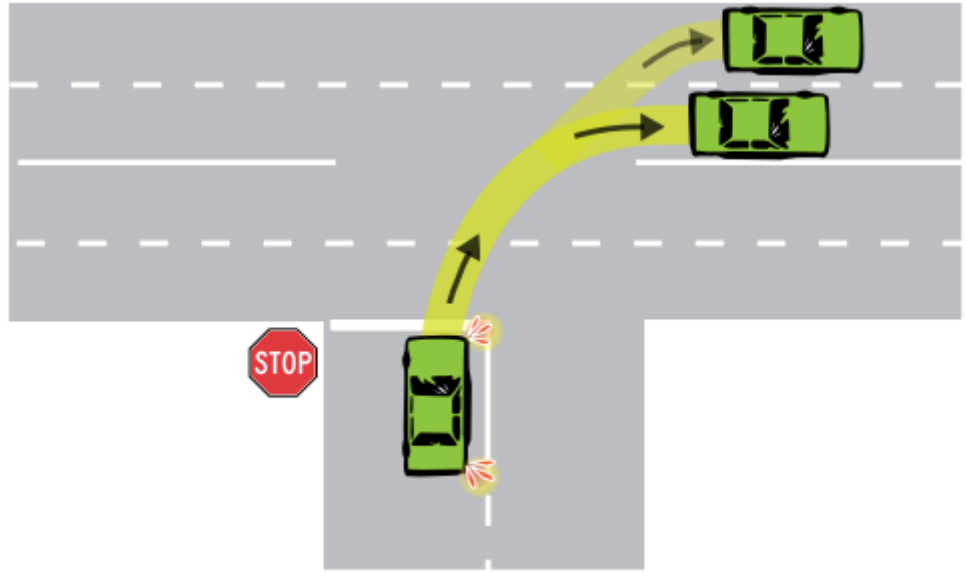
Start the engine.

# Entering a roundabout

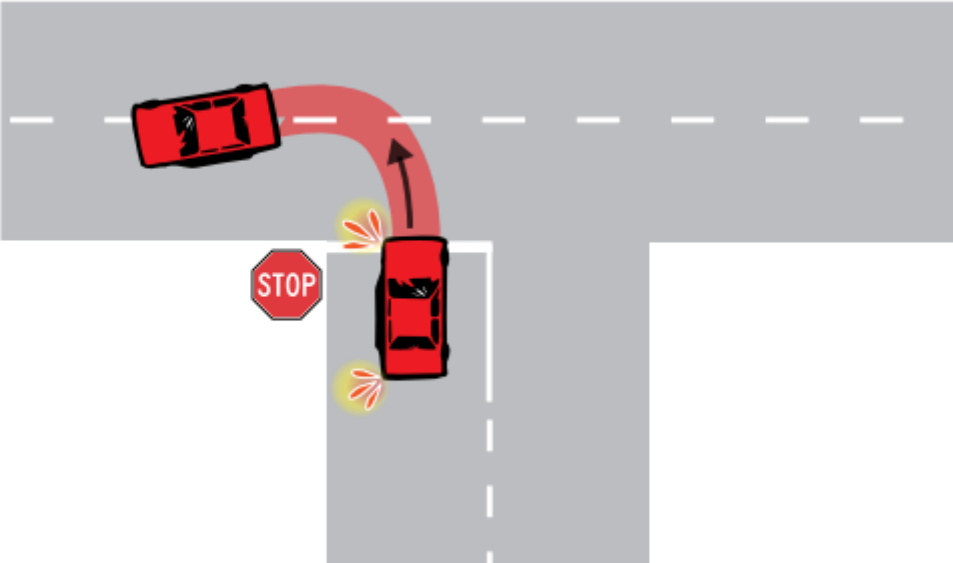
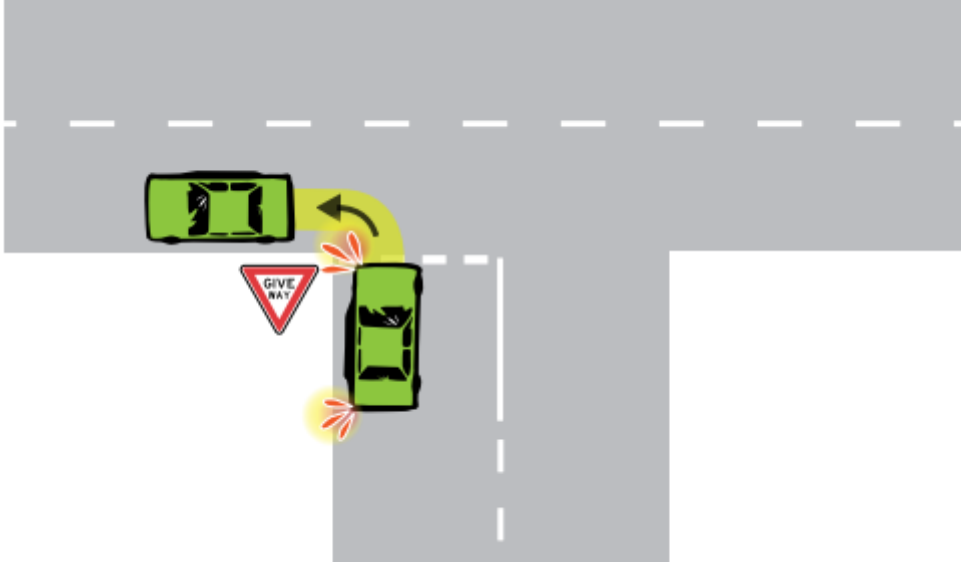
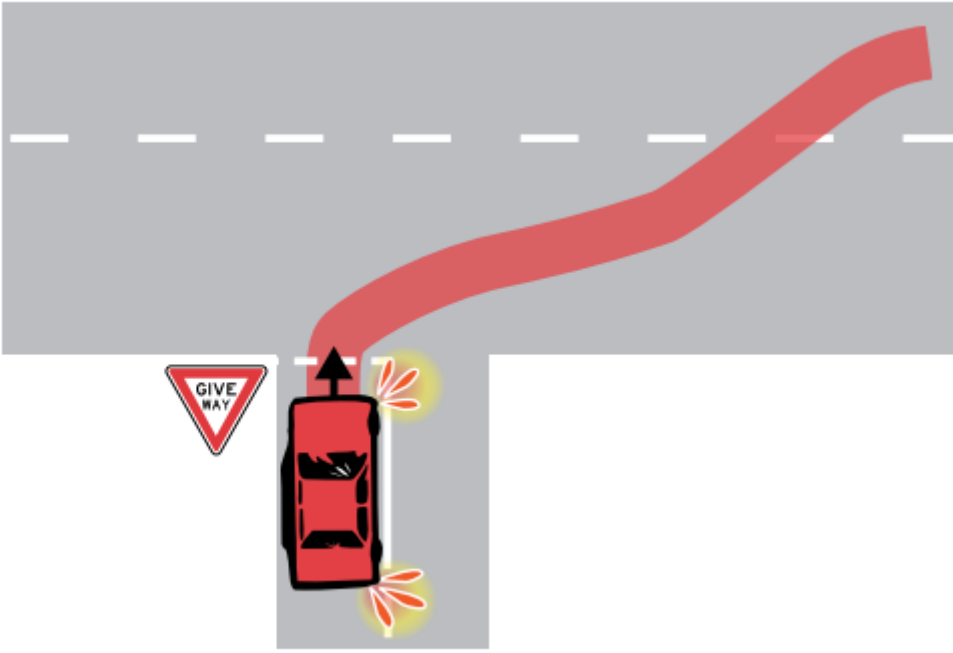


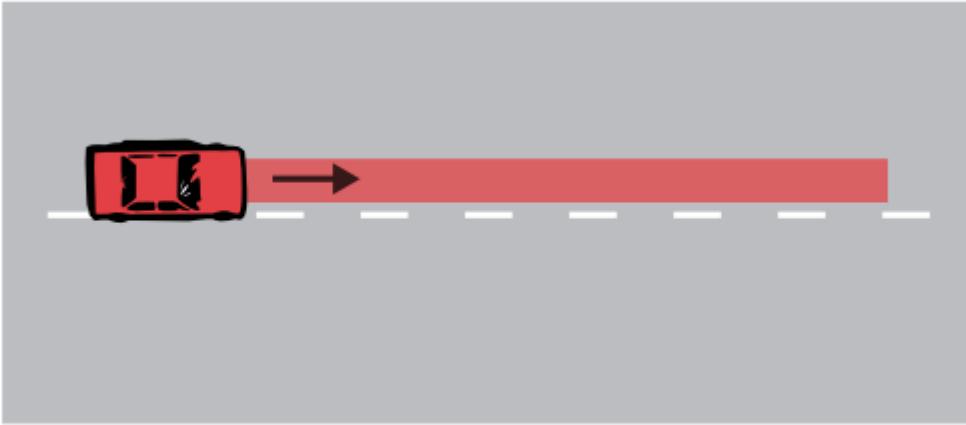
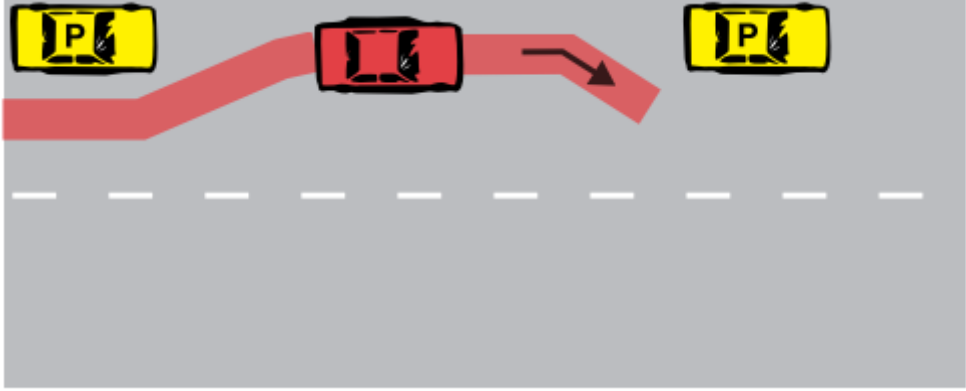
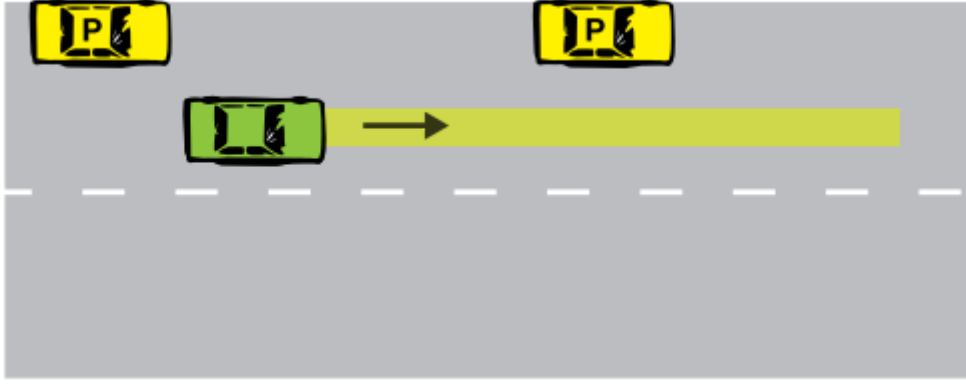






LAT POSITION 2







# Drive Test

## Critical Errors

1. Too slow: 10 km/h too fast or slow  
Stationary for 5 seconds for no reason  
Too long at stop or give way
2. Fail to look: pulling out from kerb  
Changing lanes
3. Fail to signal
4. Block pedestrian crosswalk
5. Mount kerb
6. Incomplete stop
7. Stall
8. Other illegal action

Test terminated if there is more than one critical error during stage one and more than two critical errors during the test duration

## Termination Errors

1. Intervention
2. Disobey Direction: on three occasions
3. Collision: mount kerb
4. Fail to give way
5. Excessive speed: 5 seconds or more  
Exceeds by 5 km/h  
Any speed over school zone speed
6. Stop at dangerous position
7. Fail to stop
8. Other dangerous action

# HENDON SYSTEM

**C**ENTRE—MIRROR

**M**IRROR LEFT/RIGHT

**S**IGNAL

**B**RAKE

**G**EAR

**D**emonstrate

**E**xplain

**D**emonstrate

Slowly

**I**mitate

**C**ommend

**R**ecommend

**C**ommend

# VicRoads Drive Test

Checks the internal mirror immediately before braking.

When reversing as part of a three-point turn, looks in the direction of travel while reversing.

When pulling out from a parked or stationary position (whether on a road or in a car park), activates the appropriate turn indicator for at least 5 seconds before starting to move. Indicator use is required even if no other traffic is present.

Activates the turn indicator for the appropriate direction (left or right) for at least 3 seconds (even if no other traffic is present) before:

- turning
- pulling into the kerb
- changing lanes

Does not exceed the speed limit by any margin for a continuous period of 5 seconds or more.

Does not exceed the speed limit by 5 km/h or more at any time.

Does not exceed the speed limit by any margin for a continuous period of 5 seconds or more.

When driving straight, does not drive 10 km/h or more below the speed limit, unless road or traffic conditions (e.g. travelling on a wet or unsealed road, or in congested or slow traffic) make it unsafe to travel closer to the speed limit.

When driving straight in good conditions, maintains a following distance of at least 2 seconds behind the vehicle ahead.

When driving straight in poor conditions (e.g. on a wet or unsealed road), maintains a following distance of at least 3 seconds behind the vehicle ahead.

Does not drive in a bicycle-only lane (except when entering or leaving the road, pulling over to or out from the kerb or overtaking a right-turning vehicle, in which cases the applicant is permitted to drive in a bicycle lane for up to 50 metres).

Does not contact any kerb when turning right or left or negotiating a roundabout.

Makes a head check after activating the turn indicator immediately before pulling out from the kerb.

If electing to use a driveway, does not allow the vehicle to enter private property

does not unnecessarily allow the vehicle to coast in neutral or with the clutch disengaged for more than 50 metres.

**CE** The applicant travels at 10 km/h or more below the speed limit for a substantial part of the stage (either Stage 1 or Stage 2).

The applicant remains stationary for no good reason for more than 5 seconds

**CE** When pulling out from the kerb, the applicant does not check the mirrors AND does not do a head check before moving off.

**CE** When diverging left or right by at least the width of the car, the applicant does not check the mirrors AND does not do a head check before diverging.

## VicRoads Drive Test

CE

When changing lanes or partially changing lanes, the applicant does not check the mirrors AND does not do a head check before crossing the lane boundary.

CE

The applicant stops the vehicle on or partly on a children's crossing, pedestrian crossing or marked foot crossing.

CE

When stopping at a Stop sign, the applicant slows and pauses, but fails to bring the vehicle to a complete stop (with the wheels motionless) behind, but within 2 metres of, the stop line.

CE

If, when directed to pull over to the kerb at the end of Stage 1, the applicant stops the car very close to (but not blocking) a driveway, a Critical Error (*Other Illegal Action*) should not be recorded.

TE

The applicant repeatedly (on three occasions) disobeys a lawful direction given by the LTO.