

# **AAA CDL School**

## **Class rules and guidelines:**

1. Unless otherwise indicated, class hours are:  
Sunday 08:30 am – 04:30 pm  
Monday 08:30 am – 04:30 pm  
Tuesday 08:30 am – 04:30 pm  
Wednesday 08:30 am – 04:30 pm  
Thursday 08:30 am – 04:30 pm  
Friday 08:30 am – 12:30 pm  
Saturday 08:30 am – 04:30 pm
2. Class starts promptly at 08:30 am every day unless otherwise indicated. Don't be late.
3. You are required to sign in at the beginning of class every day.
4. If you know you will not be at AAA CDL School a particular day, let the instructors know.
5. You are required to have your drivers license, CDL learners permit and DOT card with you at all times.
6. Cell phone usage is NOT permitted during class as well as behind the wheel.
7. Be respectful of others.
8. Be patient with others.
9. Clean up after yourself! This includes the classroom, the backup skills yard and the trucks.

## **Testing fees:**

You will see by the following fee schedule that it is in your best interest to know the material provided in this document and listen to the instructors.

1. The first test is included by the class fee that must be paid in full prior to testing.
2. The second test will cost you \$250 paid to AAA CDL School.
3. The third test will cost you \$250 paid to AAA CDL School.
4. The forth test will cost you \$1500 paid to AAA CDL. You are required to perform a certain number of hours at AAA CDL School and a certificate from DMV before retesting at DMV.
5. Any additional tests will cost you \$250 per DMV test.

# **AAA CDL SCHOOL**

## **Pre-Trip Inspection for Class A Vehicles**

**Background:** Safety is the most important reason a driver should inspect his vehicle. Federal and state laws require drivers to inspect their vehicle before (Pre-Trip) and after (Post-Trip) every trip.

**Students:** During the pre-trip inspection, you must show that the vehicle is safe to operate. You need to touch or point to each of the parts of your vehicle listed below. Name the part and explain what damage or problems you might find. All axles touching the ground on the driver side of the vehicle must be inspected.

**Duration:** The Pre-trip inspection must be completed in 60 minutes or less.

**DMV Pre-trip Test Points:** You are required to get a minimum 67% to pass. You start with 100 points. Each item you fail to point out or correctly describe points are deducted.

Coupling System – If this is skipped you fail. If you get parts wrong you will fail.

Brake Integrity Test – If you get any step of this wrong and fail to start the brake integrity test over from the beginning you will fail.

**DMV Driving / Backing Skills:** You are given 12 points total for the backing skills.

Points are deducted for the following:

1. Crossing or touching the line – 1 point per tire that touches the line.  
(ex. If you cross the line with the front tire, 1 point is deducted. If you pull forward and cross the line again, 1 more point is deducted)
2. Hitting a traffic cone – 2 points per tire.
3. Exceeding the allowed number of pull-ups per test – 1 point per pull-up.  
(A pull-up means anytime the vehicle moves forward 1 inch or 2.54 cm)
4. Indicating you are complete with a test when you are not – 10 points  
(ex. Straight backup your vehicle needs to pass completely through the box. If you indicate you are done by honking the city horn and the front bumper is still inside the coned off area.)

### **Youtube links:**

[https://www.youtube.com/watch?v=xb\\_OotgncdQ](https://www.youtube.com/watch?v=xb_OotgncdQ)

<https://www.youtube.com/watch?v=DYb8aHQ-Hc4>

### **Front of the Vehicle Leaks:**



Check under the engine for any kind of leaks and tell the tester:

"I'm looking for engine oil, transmission oil, power steering fluid and coolant fluid. I see no leaks."

### **Front of the Vehicle Lights:**



Touch every light or point to it if you can not reach it. Going from top to bottom:

- I have 3 ID lights clear in color on the tractor
- I have 2 Clearance lights clear in color
- This is my right turn signal, left turn signal and 4-way flasher amber in color
- These are my headlights and high-beams clear in color

All the lights on the front of my vehicle are clean, not cracked or broken, no missing screws, properly attached and no condensation.

### **CHECK YOUR LIGHTS:**

Ask the tester "Mr. / Mrs. tester, would you like to help me check my lights please?"

Get in the truck and check ALL your lights. Make sure the Key is in the ON POSITION.



- **Front:**
  1. Headlights?
  2. High-beam?
  3. Left turn signal?
  4. Right turn signal?
  5. 4-way flashers?
  6. ID and clearance lights?
- **Combination lights:**
  1. Left turn signal?
  2. Right turn signal?
  3. 4-way flashers?
  4. Brake lights?
  5. Reverse light?
- **Back of the trailer:**
  1. Left turn signal?
  2. Right turn signal?
  3. 4-way flasher?
  4. Brake lights
  5. ID lights?



**SAY THANK YOU TO THE TESTER WHEN YOU FINISH THE LIGHTS  
and BRING THE KEY OUT WITH YOU.**



### **Exhaust System:**

I 'm checking my exhaust pipe for cracks, holes and missing or loose bolts and nuts. I don't see rust or black/carbon soot that will indicate leaks. The exhaust system is connected tightly and mounted securely.

## Engine Compartment - Passenger Side

(Open the hood)

### **Alternator:**

This is my alternator, it is not cracked, dented or broken. There are no non-factory or illegal welds. It does not have any missing or loose bolts and nuts. The wires are not burnt or damaged. The alternator is belt driven. The belt is not cracked, frayed or dry rotted. The belt has proper tension and has about  $\frac{3}{4}$  inch play at the center.

### **Water Pump:**

This is my water pump. It is not cracked, dented or broken. There are no non-factory or illegal welds. It does not have any missing or loose bolts or nuts. It is not leaking. The tube (or hose) is not cracked, bent, or broken. The tube is not leaking and the connections or fittings are tight. The water pump is belt driven. The belt is not cracked, frayed or dry rotted. The belt has proper tension and has about  $\frac{3}{4}$  inch play at the center.

### **Engine Oil Level:** *ONLY explain how to check the oil.*

Here is the Engine oil dip stick and Engine oil fill tube. I check the oil level like this:

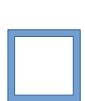


1. I pull out the dip stick
2. Wipe the dipstick off
3. Re-insert the dipstick
4. Pull the dipstick out again
5. See the level

I will add oil in the oil fill tube if it's low. I do not need to add oil now; the level is in the normal range.

## Engine Compartment - Drivers Side

### Coolant Level:



This is my coolant fluid reservoir. I can see that it is filled to the proper level. It is properly or securely mounted. The hose is not cracked, frayed or dry rotted. The hose is not leaking. If I need to add more coolant, I will remove the cap only **when the engine is cold** and add coolant as needed.



### Air Compressor:

This is my air compressor. It is not leaking air. It is not cracked, dented or broken. There are no non-factory or illegal welds. It does not have any missing or loose bolts or nuts. The hoses are not cracked or frayed. They are not leaking and the connections or fittings are tight. The air compressor is not belt driven, it is gear driven.



### Power Steering Fluid:

This is my power steering reservoir. I can see that it is filled to the proper level. It is properly or securely mounted. The hoses are not cracked, frayed or dry rotted. If I need to add more power steering fluid, I will remove the cap and add it here. The power steering is pump driven.

## Steering and Linkage – Drivers Side



### Steering and Linkage:

This is the Steering Wheel Shaft and U-Joint. It is not cracked, bent or broken. There are no non-factory or illegal welds. It does not have any missing or loose bolts or nuts. The u-joint is properly lubricated.



This is my Steering Gear Box. It is not cracked, dented or broken. There are no non-factory or illegal welds. It does not have any missing or loose bolts or nuts. It is not leaking. The hoses are not cracked, frayed or dry rotted. They are not leaking and the connections or fittings are tight.



This is the Pitman Arm and this is my Drag Link. They are not cracked, bent or broken. There are no non-factory or illegal welds. They are properly lubricated. These are my 3 castle nuts. They are tight and the cotter pins are present. (Point to the 3 castle nuts)

# Tractor - Front Suspension, Brakes, Wheel and Tire

## Front Tractor Suspension:



This is my front leaf mount, my rear leaf spring mount and U-Bolts. They are not cracked, dented or broken. There are no non-factory or illegal welds. They do not have any missing or loose bolts or nuts.



These are my leaf springs. They are not cracked, bent or broken. There are no non-factory or illegal welds. They are aligned and not shifted. They are not missing; if  $\frac{1}{4}$  (25%) or more are missing my truck would be taken out of service.



This is my shock absorber. It is not cracked or leaking. It does not have any missing or loose bolts or nuts. It is securely mounted.

## Front Tractor Brakes:



This is my air brake chamber. It is not cracked, dented or broken. It is not leaking air and it is securely attached. The air hose is not cracked, frayed or dry rotted. It is not leaking air and the connections or fittings are tight.



The slack adjuster and push rod is not cracked, bent or broken. There are no non-factory or illegal welds. There are no loose or missing bolts or nuts. The cotter pins are not missing.

**Pull on the slack adjuster.** I have no more than 1 inch of play where the push rod attaches to the slack adjuster, so I do not need to adjust it. My slack adjuster should not have more than a 90 degree angle with the brakes applied.



My brake drum is free of grease and oil. It is not cracked, dented, or broken. There are no non-factory or illegal welds. There are no holes. The Brake lining is not excessively worn or thin.

## Front Tractor Wheel:



The inside and outside of my rim is not cracked, bent or broken. There are no non-factory or illegal welds. My front tire has no cuts or bulges. I have no less than 4/32 of an inch of tread. The tread is evenly worn.



This is my metal valve stem. It is not missing, broken or damaged. I check my tire pressure daily with a tire pressure gauge. The cap is present.



These are my lug nuts. They are not missing or loose. (Touch ALL of the lug nuts to make sure). Rust or shiny metal around the lug nuts would indicate the lug nuts might be loose. I do not see Rust or shiny metal.



This is my hub oil seal. It is not cracked or leaking. There are no missing or loose bolts or nuts. If equipped with a sight glass, I will check the level through the sight glass.



This is my splash guard. It is not damaged. There are no missing or loose bolts or nuts. It is securely mounted.

## Fuel Area – Drivers Side

- This is my mirror mount. It is not cracked, bent or broken. There are no missing or loose bolts or nuts.
  - These are my mirrors. The mirrors are clean, not cracked, not broken or damaged. There are no missing or loose bolts or nuts. My mirrors are mounted securely.
  - This is my door. My door is not damaged. My door opens and closes properly. The door hinges are not cracked, dented or broken. The hinges are not sticking or binding.
  - This is my door seal. It is not dry rotted. The seal is intact. It is mounted securely.
  - This is my window. It is clean and clear. It is not cracked or broken. The window operates correctly.
  - This is my grab handle. It is not broken. There are no missing or loose bolts or nuts. The grab handle is mounted securely.
- (Open/Release the Safety/Emergency equipment door as a reminder to talk about the Safety equipment later)
- These are my steps. They are not cracked, bent or broken. There are no non-factory or illegal welds. There are no missing or loose bolts or nuts. The steps are securely mounted to the tractor frame. They are clear of objects. They are free of oil and grease. The steps are safe for me to stand on.
  - This is my fuel tank. It is not cracked, dented or broken. It has no non-factory or illegal welds. It is not leaking.
  - These are my fuel tank straps. They are not cracked, dented or broken. They have no non-factory or illegal welds. There are no missing or loose bolts or nuts. My fuel tank is mounted securely.
  - This is the fuel cap. The rubber seal is not cracked or dry rotted. The fuel cap is present and tight. The fuel cap is not leaking.
  - These are my primary and secondary air pressure tanks (behind the fuel tank). They are not cracked, dented or broken. They have no non-factory or illegal welds. There are no missing bolts or nuts. They are mounted securely. They are not leaking. I drain the tanks daily especially in the winter to prevent brake failure.

- This is my Safety Equipment. By law I should have the following:
  - This is my 10 BC fire extinguisher. It is mounted securely. It is up to date and is fully charged.

These are my 3 reflective triangles.

My truck uses circuit breakers so I am not required to carry spare fuses.

## Rear of the Tractor and Front of the Trailer

- This is my service light. It is clear in color. It is clean, not cracked or broken, no missing screws, properly attached and no condensation.
- This is my blue service air hose. This is my red emergency air hose. The air hoses are not cut, chafed, spliced or torn. They are not tangled, dragging or leaking air. They are properly sealed. The hoses are in good condition.
- These are my glad hands. They are secure and locked in place. The rubber seal is not cracked or dry rotted . It is not split. They are not leaking air.
- This is my electrical cable (green in color). It is not cut, tangled, dragging, cracked or burnt. It is securely attached to the tractor and the trailer.
- These are my steps. They are not cracked, bent or broken. There are no non-factory or illegal welds. There are no missing or loose bolts or nuts. The steps are securely mounted to the tractor frame. They are clear of objects. They are free of oil and grease. The steps are safe for me to stand on.
- This are my storage compartment. It is not cracked, bent or broken. There are no non-factory or illegal welds. There are no missing or loose bolts or nuts. It is mounted securely to the tractor frame. The door opens and closes properly.
- This is my frame and crossmembers. They are not cracked, bent or broken. There are no non-factory or illegal welds. There are no holes. There are no missing or loose bolts or nuts.
- This is my battery box. It is not cracked or damaged. It is mounted securely to the tractor frame.
- This is my driveshaft and U-Joints. They are not cracked, bent or broken. There are no non-factory or illegal welds. There are no missing or loose bolts or nuts. They are mounted securely. They are free from foreign objects and obstructions. The U-Joints are properly lubricated.
- This is the header board. It is secure, free of damage and strong. It is not cracked, dented or broken. There are no bulges or holes.

# Tractor - Rear Suspension, Brakes, Wheels and Tires

## Rear Tractor Suspension:

- This is my front leaf mount and U-Bolts. They are not cracked, dented or broken. There are no non-factory or illegal welds. They do not have any missing or loose bolts or nuts.
- These are my leaf springs. They are not cracked, bent or broken. There are no non-factory or illegal welds. They are aligned and not shifted. They are not missing; if  $\frac{1}{4}$  (25%) or more are missing my truck would be taken out of service.
- This is my shock absorber. It is not cracked or leaking. It does not have any missing or loose bolts or nuts. It is securely mounted.
- This is my Air Bellow. It is not cracked or dry rotted. It is not leaking air. It does not have any missing or loose bolts or nuts. It is securely mounted.

(NOTE: This suspension DOES NOT have a rear leaf spring mount. The new part is an Air Bellow)

## Rear Tractor Brakes:

- This is my air brake chamber. It is not cracked, dented or broken. It is not leaking air and it is securely attached. The air hose is not cracked, frayed or dry rotted. It is not leaking air and the connections or fittings are tight.
- This is my slack adjuster and push rod. They are not cracked, bent or broken. There are no non-factory or illegal welds. There are no loose or missing bolts or nuts. The cotter pins are not missing. I have no more than 1 inch of play where the push rod attaches to the slack adjuster, so I do not need to adjust it. My slack adjuster should not have more than a 90 degree angle with the brakes applied.
- This is my brake drum. It is free of grease and oil. It is not cracked, dented, or broken. There are no non-factory or illegal welds. There are no holes. The brake lining is not excessively worn or thin.

**Rear Tractor Wheels:**

- The inside and outside of my rims are not cracked, bent or broken. There are no non-factory or illegal welds. Because my vehicle uses BUDD rims, spacers are not required.
- My tires have no cuts or bulges. I have no less than 2/32 of an inch of tread on each tire. The tread is evenly worn.
- The tires are not rubbing against each other. There are no objects or obstructions between the wheels and tires.
- These are my metal valve stems. They are not missing, broken or damaged. I check my tire pressure daily with a tire pressure gauge. The caps are present.
- These are my lug nuts. They are not missing or loose. (Touch ALL of the lug nuts to make sure). Rust or shiny metal around the lug nuts would indicate the lug nuts might be loose. I do not see Rust or shiny metal.
- This is my axle oil seal. It is not cracked or leaking. There are no missing or loose bolts or nuts. If equipped with a sight glass, I will check the level through the sight glass.
- This is my splash guard. It is not damaged. There are no missing or loose bolts or nuts. It is securely mounted.

## Coupling System

- This is my apron. It is resting securely on the fifth wheel. There is no space or daylight between the apron and the fifth wheel. It is not cracked, bent or broken. There are no non-factory or illegal welds.
- This is my fifth wheel skid plate. It is not cracked, bent or broken. There are no non-factory or illegal welds. It is properly lubricated. It is securely mounted. All bolts and pins are present.
- This is the release arm. It is not cracked, bent or broken. There are no non-factory or illegal welds. It is in the locked position and the safety latch is in place.
- This is the pivot pin and locking pin. It is not cracked, bent or broken. There are no non-factory or illegal welds. It is not damaged. It is not missing the cotter pin. It is not loose. It is fully engaged.
- This is the platform. It is not cracked, bent or broken. There are no non-factory or illegal welds. It is securely mounted.
- These are my mounting bolts and nuts. All of the bolts and nuts are present and tight. There are no missing or broken bolts or nuts.
- This is my king pin. It is not cracked, bent or broken. There are no non-factory or illegal welds. It is not damaged. It is properly lubricated.
- These are my locking jaws. They are not cracked, bent or broken. There are no non-factory or illegal welds. They are securely locked or closed around the king pin shank. They are properly lubricated.

## Combination Lights and Trailer Support Frame

- These are my combination lights. This is my left turn signal. This is my right turn signal. They are also my 4-way flasher, brake lights and marker lights. They are red in color.  
This is my reverse light. It is clear in color.  
These are my 2 reflectors. They are red in color.  
All the combination lights are clean, not cracked or broken, no missing screws, properly attached and no condensation.
- This is my trailer support frame. It is not cracked, bent or broken. There are no non-factory or illegal welds. There are no missing or loose bolts or nuts. It is not damaged.

## Side of Trailer

- This is my landing gear frame, landing gear foot and crank handle. They are not cracked, bent or broken. There are no non-factory or illegal welds. There are no missing or loose bolts or nuts. It is not damaged. The landing gear foot is raised to the highest position. The crank handle is secure in place.
- These are my DOT stickers. They are clean, not damaged, not faded and properly attached to my vehicle.
- I have 1 marker light, amber in color, on the side of my tractor.  
I have 1 clearance light, amber in color, on the side of my trailer.  
I have 1 clearance light, red in color, on the side of my trailer.  
I have 1 left turn signal, amber in color, on the side of my trailer.  
All of my lights are clean, not cracked or broken, no missing screws, properly attached and no condensation.

# Trailer - Rear Suspension, Brakes, Wheels and Tires

## Rear Trailer Suspension:

- This is my front leaf mount, rear leaf spring mount and U-Bolts. They are not cracked, dented or broken. There are no non-factory or illegal welds. They do not have any missing or loose bolts or nuts.
- These are my leaf springs. They are not cracked, bent or broken. There are no non-factory or illegal welds. They are aligned and not shifted. They are not missing; if  $\frac{1}{4}$  (25%) or more are missing my truck would be taken out of service.
- This is my torsion bar. It is not cracked, bent or broken. There are no non-factory or illegal welds. There are no loose or missing bolts or nuts.

NOTE: This suspension DOES NOT have a shock absorber. The new part is a torsion bar.

## Rear Trailer Brakes:

- This is my air brake chamber. It is not cracked, dented or broken. It is not leaking air and it is securely attached. The air hose is not cracked, frayed or dry rotted. It is not leaking air and the connections or fittings are tight.
- This is my slack adjuster and push rod, They are not cracked, bent or broken. There are no non-factory or illegal welds. There are no loose or missing bolts or nuts. The cotter pins are not missing. I have no more than 1 inch of play where the push rod attaches to the slack adjuster, so I do not need to adjust it. My slack adjuster should not have more than a 90 degree angle with the brakes applied.
- This is my brake drum. It is free of grease and oil. It is not cracked, dented, or broken. There are no non-factory or illegal welds. There are no holes. The brake lining is not excessively worn or thin.

**Rear Trailer Wheels:**

- The inside and outside of my rims are not cracked, bent or broken. There are no non-factory or illegal welds. Because my vehicle uses BUDD rims, spacers are not required.
- My tires have no cuts or bulges. I have no less than 2/32 of an inch of tread on each tire. The tread is evenly worn.
- The tires are not rubbing against each other. There are no objects or obstructions between the wheels and tires.
- These are my metal valve stems. They are not missing, broken or damaged. I check my tire pressure daily with a tire pressure gauge. The caps are present.
- These are my lug nuts. They are not missing or loose. (Touch ALL of the lug nuts to make sure). Rust or shiny metal around the lug nuts would indicate the lug nuts might be loose. I do not see Rust or shiny metal.
- This is my axle oil seal. It is not cracked or leaking. There are no missing or loose bolts or nuts. If equipped with a sight glass, I will check the level through the sight glass.
- This is my splash guard. It is not damaged. There are no missing or loose bolts or nuts. It is securely mounted.

## **Back of the Trailer**

- These are my 3 ID lights. They are red in color.
- This is my left turn signal, 4-way flasher and marker light. It is red in color.
- This is my right turn signal, 4-way flasher and marker light. It is red in color.
- These are my brake and marker lights. They are red in color.
- All of my lights are clean, not cracked or broken, no missing screws, properly attached and no condensation.
- This is my trailer door. The door is not damaged. The door opens and closes properly. The door hinges are not cracked, dented or broken. The hinges are not sticking or binding. The door latch works properly and is not damaged.
- These are the door cables, wires or ties. They are not broken or missing. They are not damaged. They are secure.
- This is my DOT bumper. It is not cracked, bent or broken. There are no non-factory or illegal welds. There is no rust.
- These are my DOT stickers. They are clean, not damaged, not faded and properly attached to my vehicle.

**I am ready to perform my in-cab inspection.**

# In-cab Inspection

## General Inspection/Housekeeping:

- 1. (Adjust the seat as necessary) The seat is adjusted for me.
- 2. My seat belt is not torn, ripped, frayed or cut. It is securely mounted. It latches properly.
- 3. My rear view, spot and bumper mirrors are clean, not cracked or broken. The mirrors are properly adjusted for me.
- 4. My floor is free of bottles and objects that could roll under my pedals.

## Safe Start:

Let the tester know you are ready to perform your safe start.



- 1. My wheels are chocked.
- 2. My parking brakes are engaged.
- 3. (Put the transmission in neutral) My transmission is in Neutral.
- 4. (Depress the clutch and hold it down) My clutch is disengaged.
- 5. Start the engine
- 6. Slowly release the clutch

## Gauges:



All of my gauges are clean, not cracked or broken and no condensation.

- 1. These are my primary and secondary air pressure gauges. They are rising to the normal operating range of 100 to 125 psi. The governor cut off is between 120 and 140 psi.
- 2. My fuel gauge is no less than a quarter.
- 3. I will check my speedometer on the road.
- 4. My tachometer or RPM gauge is working properly. (press the gas pedal)
- 5. My battery gauge is between 12 and 14 volts. (Press the push-mode button on the dashboard)
- 6. This is my oil pressure gauge. It is rising to the normal range of 30 to 60 psi.
- 7. This is my water temperature gauge. It is at the normal operating range.
- 8. (Turn on the left turn signal) This is my left turn signal indicator. It is working properly.
- 9. (Turn on the right turn signal) This is my right turn signal indicator. It is working properly.
- 10. (Turn on the 4-way flashers) These are my 4-way flasher indicators. They are working properly.
- 11. (Turn on the headlights on then turn on the high-beams) This my high-beam indicator. It is working properly.

## Steering Wheel:



I have a 20 inch steering wheel. It has no more than 10 degrees or 2 inches of play.  
(demonstrate)

## Horns:



My city and highway horns are working properly. (demonstrate)

**Windshield:**

- My windshield is not cracked or broken. It is clean, clear and has no illegal stickers. My inspection sticker is up to date.

**Windshield Wipers:**

- My wiper arms are not bent or broken and they operate smoothly.

- The wiper blades are not cracked or dry rotted. They have the proper tension on my windshield. (Turn on the wipers and spray washer fluid to demonstrate)

**Heater and Defrost:**

- This is my heater. (Turn on to demonstrate)  
This is my defroster. (Turn on to demonstrate)

**Dome Lights:**

- (Turn on the dome light switch on the dash)  
(Turn on and off the dome lights above the drivers seat)  
All my dome lights are working properly. They are clear and red in color, properly attached and no condensation.

I am ready to perform my brake integrity test.

# Brake Integrity Tests

(Be sure to have a watch with you on your test day)

**FAILURE TO PERFORM ALL THREE COMPONENTS OF THE AIR BRAKE CHECK CORRECTLY WILL RESULT IN AN AUTOMATIC FAILURE OF THE VEHICLE INSPECTION TEST. MAKE SURE TO USE THE WHEEL CHOCKS DURING THE AIR BRAKE CHECK.**

## One minute timed leak test:



1. Verify the air pressure is built up to the normal range of 100-125psi.
2. Turn the engine off. Leave the key off so you hear the air equalize.
3. Tell the tester the wheels are chocked.
4. Release the tractor and trailer parking brakes (red and yellow valves).
5. After a couple seconds (let the air pressure settle)
6. Step on the brake pedal and hold.
7. Start the stopwatch or timer.
8. After 1 minute has passed, check the primary and secondary air pressure gauges. Tell the tester "I did not lose more than 4 psi in 1 minute. I do not have a leak"

## Fan down test:



1. ***Turn the key on engine off!***
2. Pump the brake pedal and do not stop.
3. At 60 psi the low air pressure warning indicator on the dash will illuminate and the low air pressure warning buzzer will sound. Point at the indicator and tell the tester the low air pressure warning light and buzzer have come on.
4. Keep pumping the brake pedal!
5. Once the air pressure has reached between 20 and 40 psi the parking brake valves should pop out. Do not stop pumping until BOTH valves have popped out.

Once the valves have popped out, point to the valves and say to the tester "My parking brakes valves have popped out. My parking brakes are engaged"

 **Tug test:**

1. Tell the tester “I will remove the wheel chocks”.
2. Take the ignition key with you and remove the wheel chocks.
3. Get back in the vehicle, put your seat belt on and ask the tester to put their seat belt on.
4. Start the engine.
5. DO NOT PRESS THE CLUTCH OR BRAKE PEDALS.
6. Raise the engine RPM to 1500. You will have to wait for the air pressure to build to the normal range of 100 – 125 psi.
7. Release the trailer parking brakes by pressing the trailer parking brake valve in. (The tractor brakes are still engaged).
8. Gently pull forward using **first gear**. (The vehicle should not move).
9. DO NOT PRESS THE BRAKE PEDAL.
10. Apply the trailer parking brakes by pulling the trailer parking brake valve out.
11. Release the tractor parking brakes by pressing the tractor parking brake valve in. (The trailer brakes are still engaged)
12. Gently pull forward using **first gear**. (The vehicle should not move).
13. DO NOT PRESS THE BRAKE PEDAL.
14. Apply the tractor parking brakes by pulling the tractor parking brake valve out.
15. Put the transmission in neutral.
16. Tell the tester “My tractor and trailer parking brakes are in good condition”.

This completes the tug test.

 **Service brake test:**

1. Put the transmission in **4<sup>th</sup> or 5<sup>th</sup> gear**.
2. Release the parking brakes.
3. Pull forward at 5 MPH.
4. Press the clutch and brake pedals bringing the vehicle to a complete stop.
5. Verify the vehicle does not pull to the left or right.
6. Tell the tester “My vehicle came to a complete stop and it did not pull to the left or right therefore, I do not need to adjust my brakes.”
7. Tell the tester “My speedometer is working properly, the needle rose to 5 MPH”

This completes the service brake test.

 **Look at the tester and tell him/her, “I have completed my pre-trip inspection, in-cab inspection and the brake integrity test / air brake check. I will now let the air pressure rise to 100-125 psi so I can perform my basic control / skills and road examination. Thank you.”**

## Questions you need to know for your test

- Q. How far away do you need to stop from the Railroad Crossing / nearest track?**
- A. 15 to 50 feet. (Explain and demonstrate what you can; the railroad crossing procedure)
1. Stop the vehicle.
  2. Turn on the 4-way flashers.
  3. Roll down the driver and passenger windows.
  4. Look and listen for any trains.
  5. Proceed with caution across the tracks.
  6. Do not shift the transmission until the vehicle has cleared the tracks.
  7. Turn off the 4-way flashers after the trailer bumper clears the tracks.

- Q. What gear should you be in when going downhill?**
- A. A lower gear.

- Q. What do you do while going downhill to avoid speeding?**
- A. I will shift in to a lower gear, press the brake pedal until I am 5 MPH below the speed limit then I will release the brake. If the vehicle reaches the speed limit again, I will press the brake pedal until I am 5 MPH below the speed limit. I will repeat these steps until I am on level ground. While I am doing this, I will be watching my mirrors for traffic behind me and I am looking for runaway ramps.

### Emergency Stop

*You will be asked to perform the first 3 steps of the emergency stop then explain the remaining steps.*

1. Look at mirrors and turn on the right turn signal. Get over when it is safe to get over.
2. Stop completely, pull the parking brake valves out, turn off the right turn signal, turn on the 4-way flashers, and put the transmission in neutral.
3. Look at the road to see if it is divided or undivided.
4. Set my 3 reflective triangles, according to the road. I will need to do this in no more than 10 minutes.

- Q. Where should you place your triangles on a divided highway?**
- A. 10, 100 and 200 feet behind my vehicle.

- Q. Where should you place your triangle on a undivided highway?**
- A. 100 feet in front of my vehicle, 10 and 100 feet behind my vehicle.

- Q. How do you carry your triangles when placing them on the road?**
- A. With my arms extended and the triangles open facing the traffic.

### When DOWN Shifting (Look at the speedometer before)

Speed	Gear
45 MPH	9
35 MPH	8
25 MPH	7
15 MPH	6

## Right to Left Offset



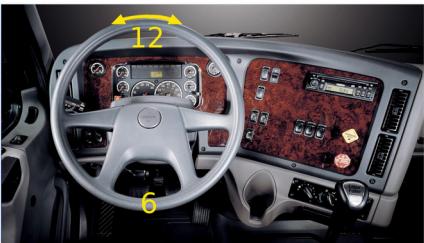
1. All the way to Right  
Back up until you see landing gear mark in left spot mirror



2. All the way to Left  
Back up until see side of rear tire (Make Truck & Trailer Straight)



3. Make front tire straight by turning 2 times to Right



4. Use Right mirror and straight back up as you see middle cone  
Back up until rear tire come to line



5. Turn one turn to Left side  
Back up, Look at Right mirror and see landing gear mark



6. Turn all the way to Right  
Back up to make Truck & Trailer Straight

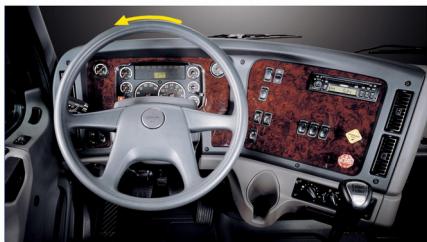
## Left to Right Offset



1. All the way to Left  
Back up until you see landing gear mark in left spot mirror



2. All the way to Right  
Back up until see side of rear tire (Make Truck & Trailer Straight)



3. Make front tire straight by turning 2 times to Left



4. Use Left mirror and straight back up as you see middle cone  
Back up until rear tire come to line



5. Turn ONE turn to Right side  
Back up, Look at Left mirror and see landing gear mark



6. Turn all the way to Left  
Back up to make Truck & Trailer Straight

# Manassas DMV CDL Test Site

(Image acquired from googlemaps)



## Straight Backup (1 come out – 1 pull up)

1. Place your hand at the top of the steering wheel (12 o' clock position). Do not turn the steering wheel more than 180 degrees (6 o' clock position) left or right.

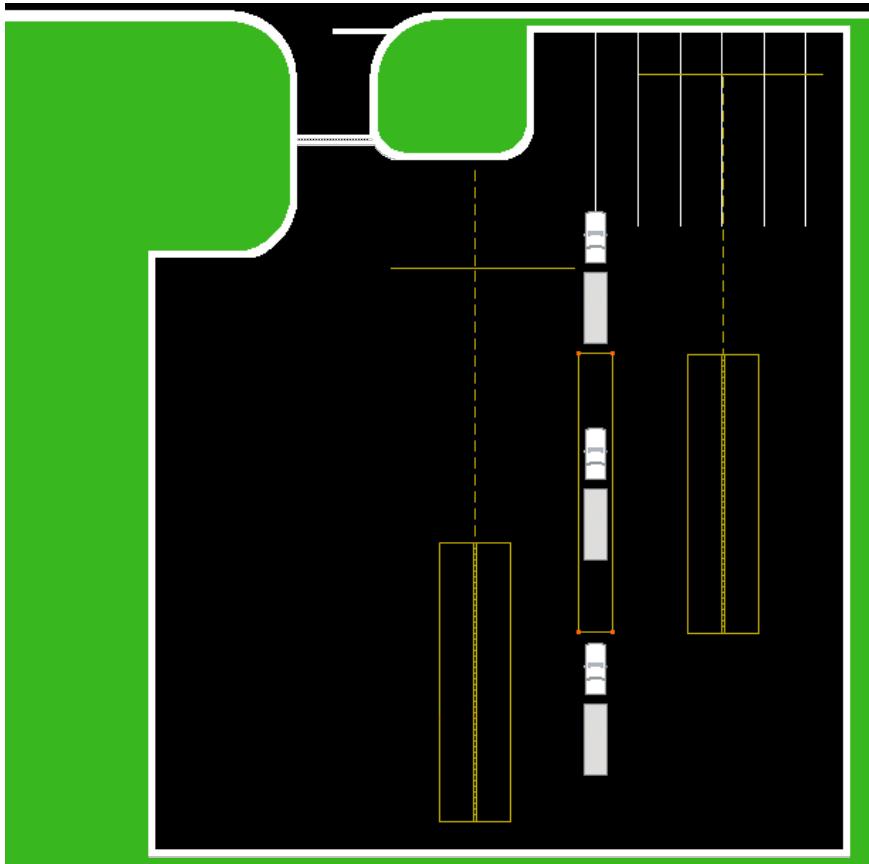


Continue to backup through the cones.

Once the front bumper clears the last cone come to a complete stop.

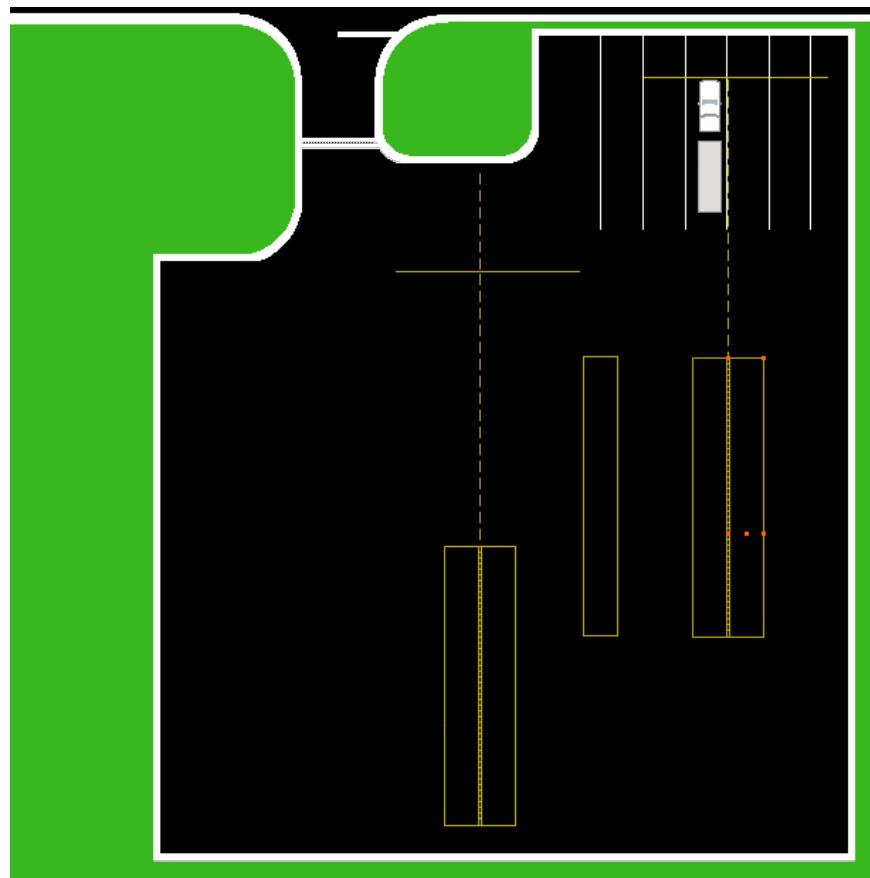
Get out of the vehicle to verify the truck is completely out of the box.

Honk the city horn when you are ready to let the tester know you are done.

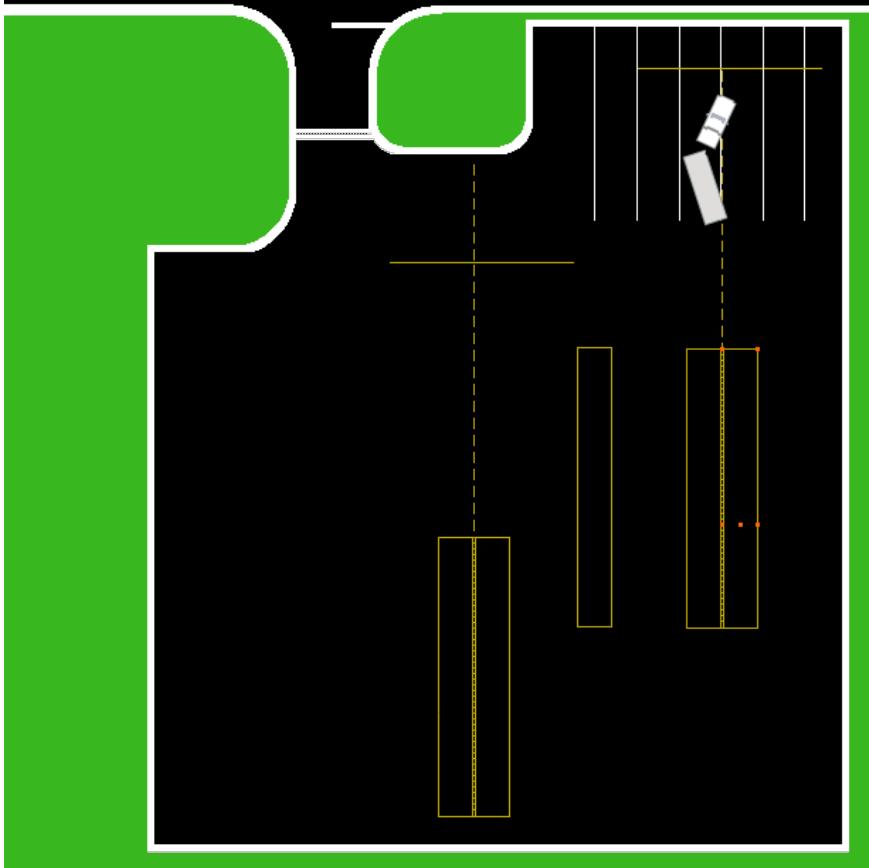


## Offset – Left To Right (2 come out – 2 pull up)

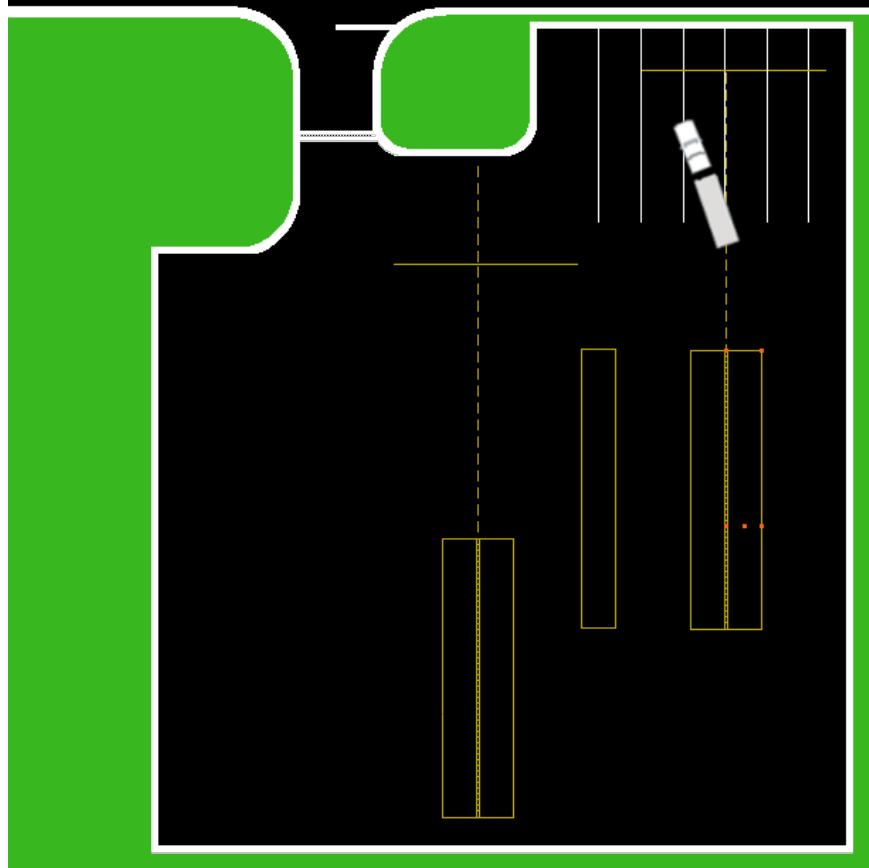
1. Pull up to the line keeping the tractor and trailer as parallel as possible to the dividing line.



2. Turn the steering wheel all the way to the left. Backup for 4 seconds / until the blue tape lines up with the landing gear mark in the spot mirror and STOP.



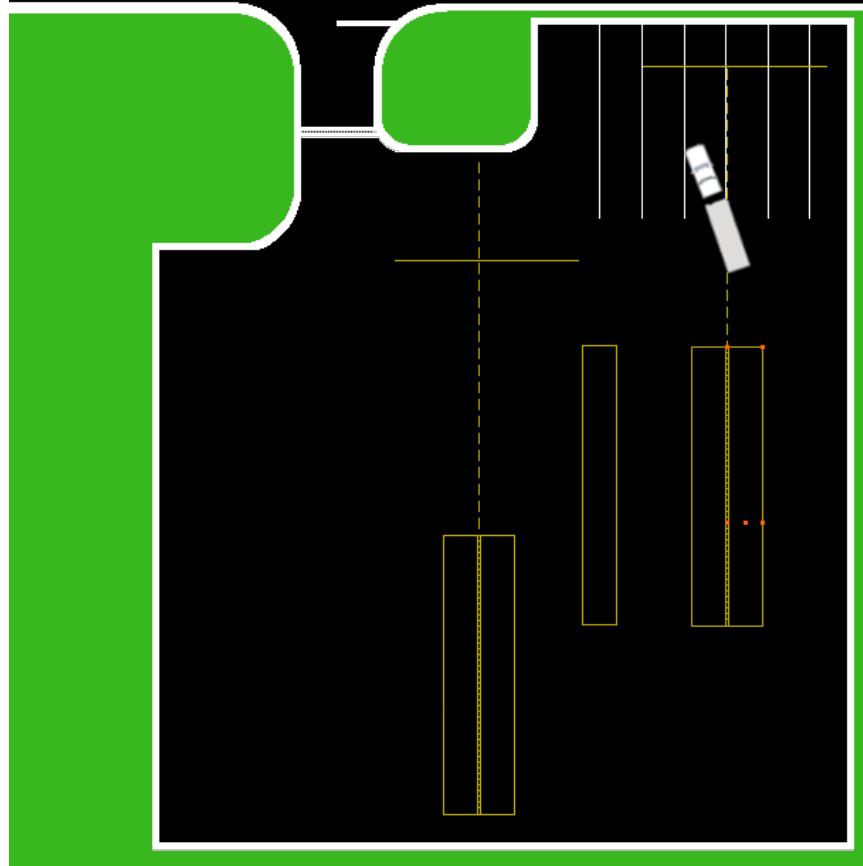
3. Turn the steering wheel all the way to the right. Backup for 4 seconds / until the tractor and trailer are straight and STOP. At this point you should see the center line cone in the left / driver side rear view mirror.



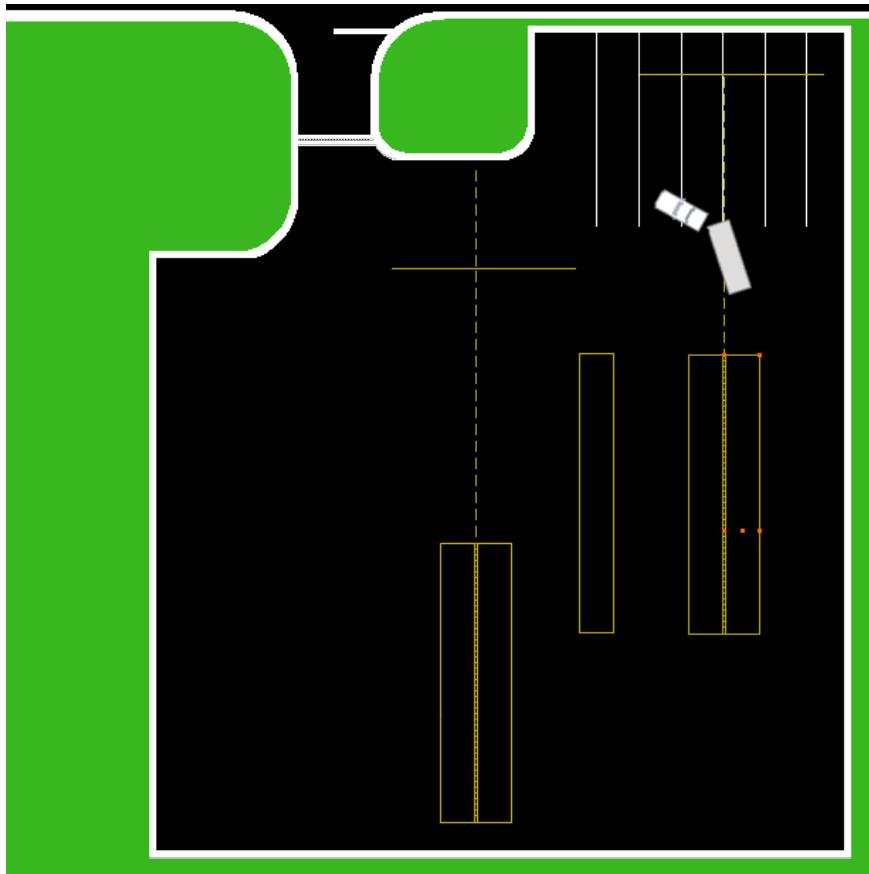
4. Turn the steering wheel 2 times to the left while stopped. This is to make the front wheels straight.



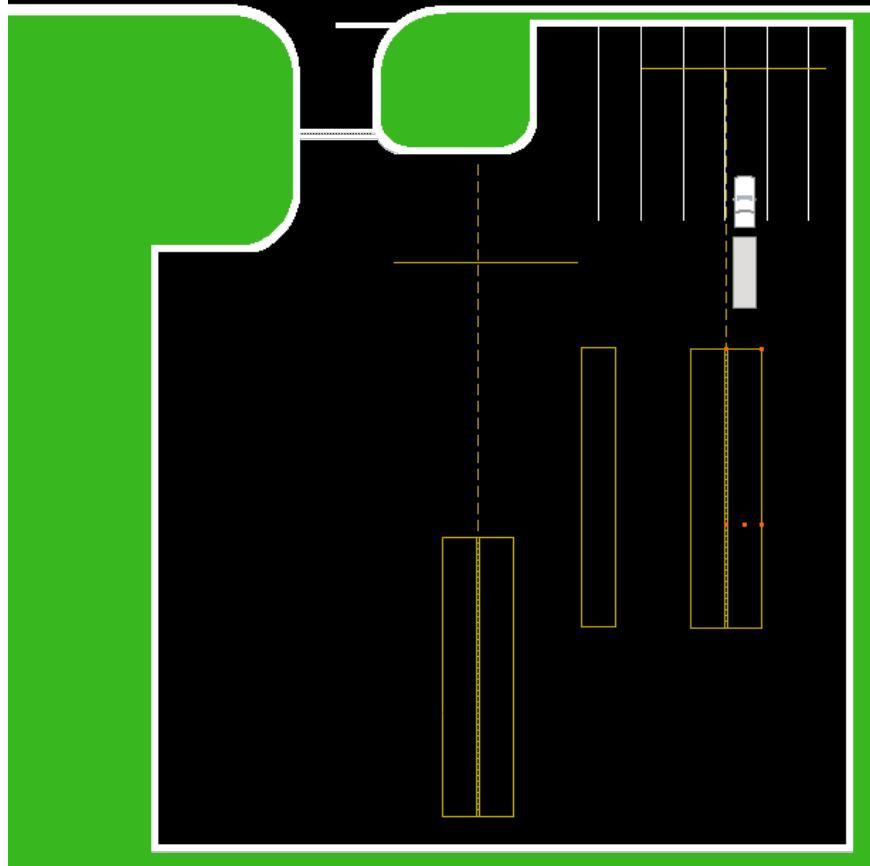
5. Straight backup until the left / driver side trailer tires are on top of the line.



6. Turn the steering wheel 1 turn to the right. Backup for 4 seconds / until the blue tape lines up with the landing gear mark in the spot mirror and STOP.



7. Turn the steering wheel all the way to the left. Backup for 4 seconds / until the tractor and trailer are straight and STOP.



8. Turn the steering wheel 2 times to the right while stopped. This is to make the front wheels straight.

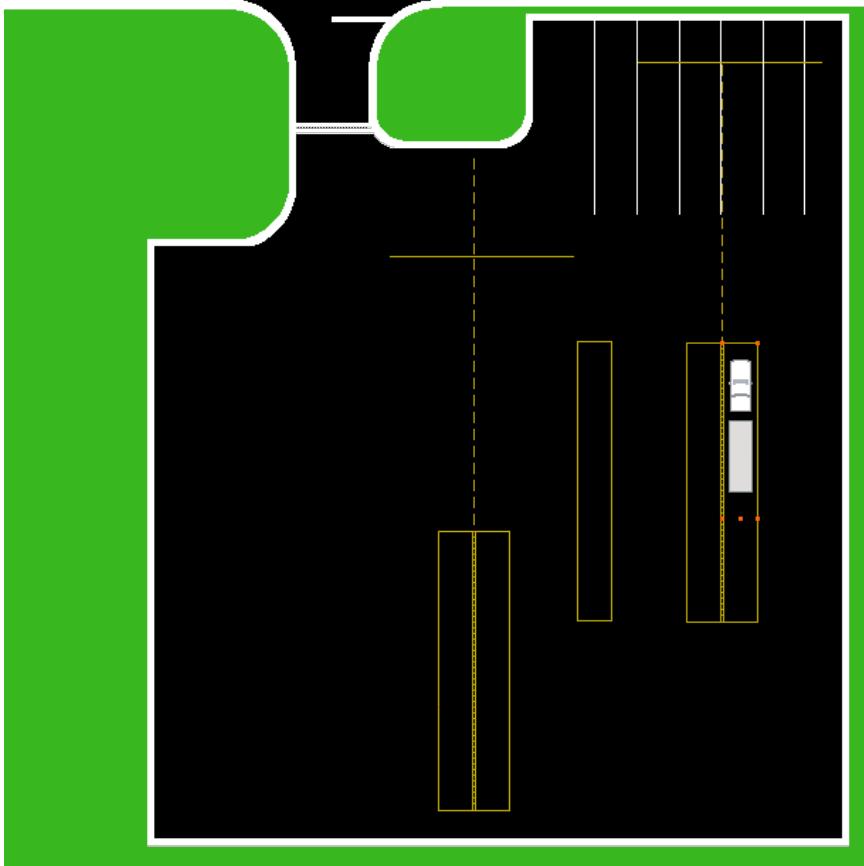


9. Straight backup until the front bumper passes the first set of cones.



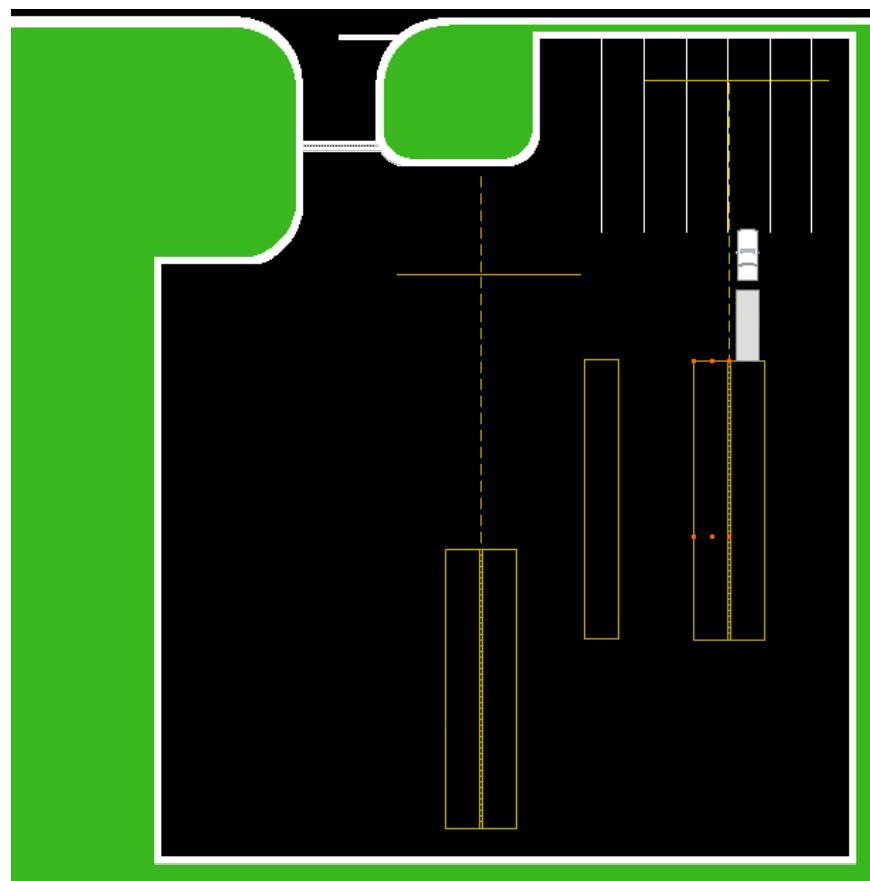
10. Get out of the vehicle to verify all parts of the vehicle are inside the lines / box.

Honk the city horn when you are ready to let the tester know you are done.

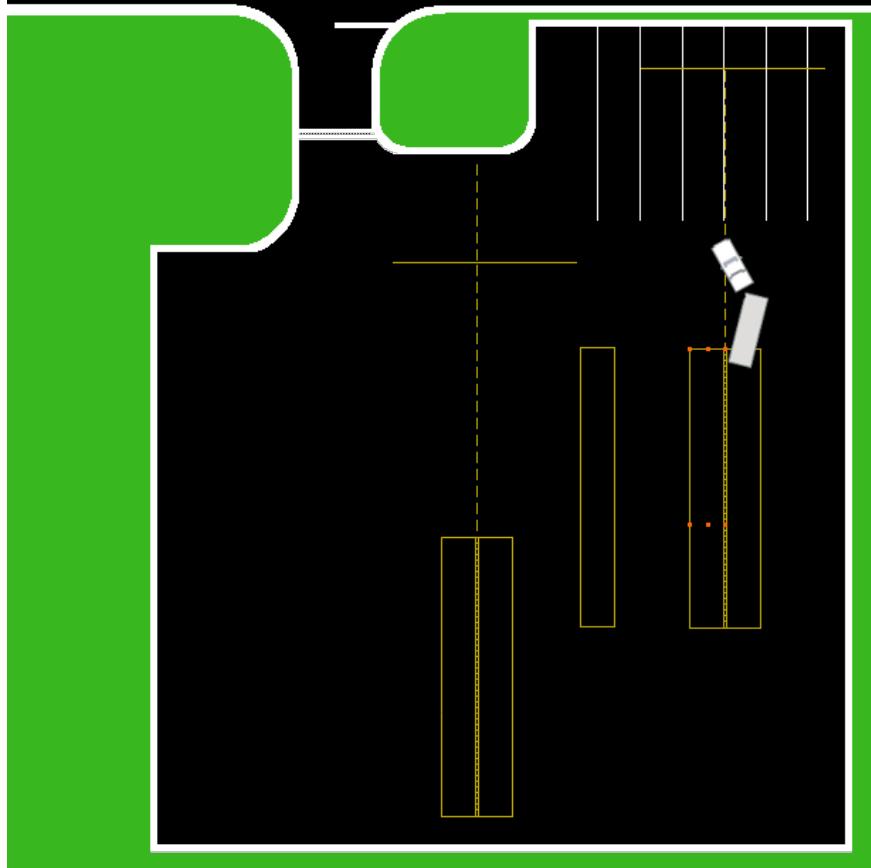


## Parallel Parking – Right To Left (2 come out – 2 pull up)

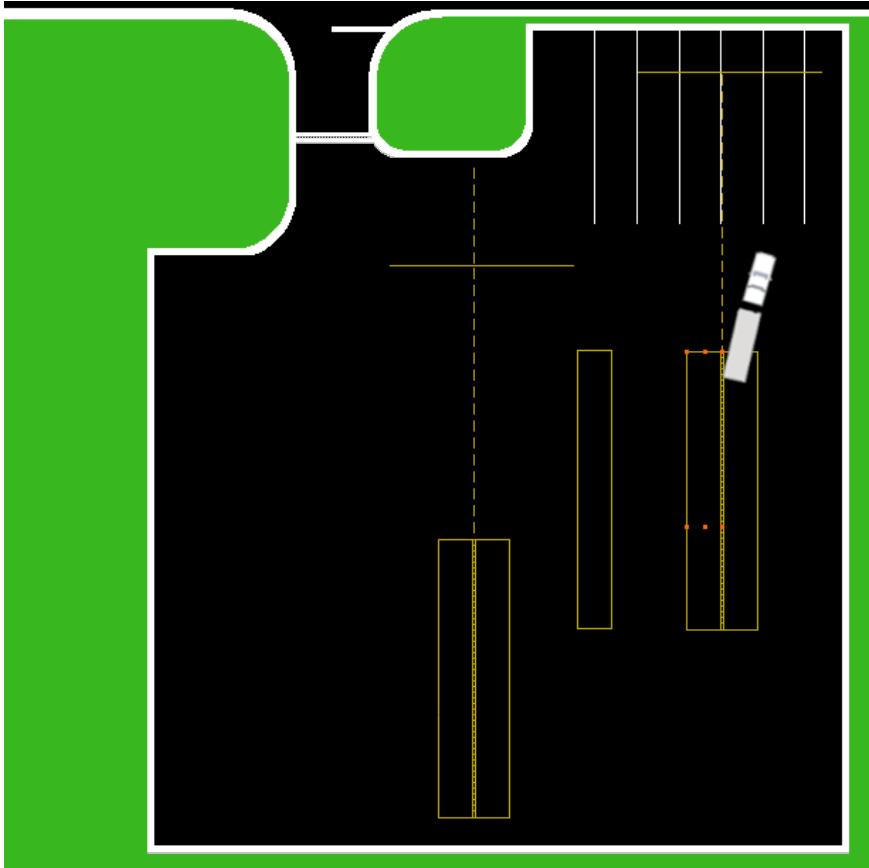
1. Align the rear trailer tire 2 feet (60 centimeters) in front of the cone.



2. Turn the steering wheel all the way to the right. Backup for 4 seconds / until the blue tape lines up with the landing gear mark in the spot mirror and STOP.



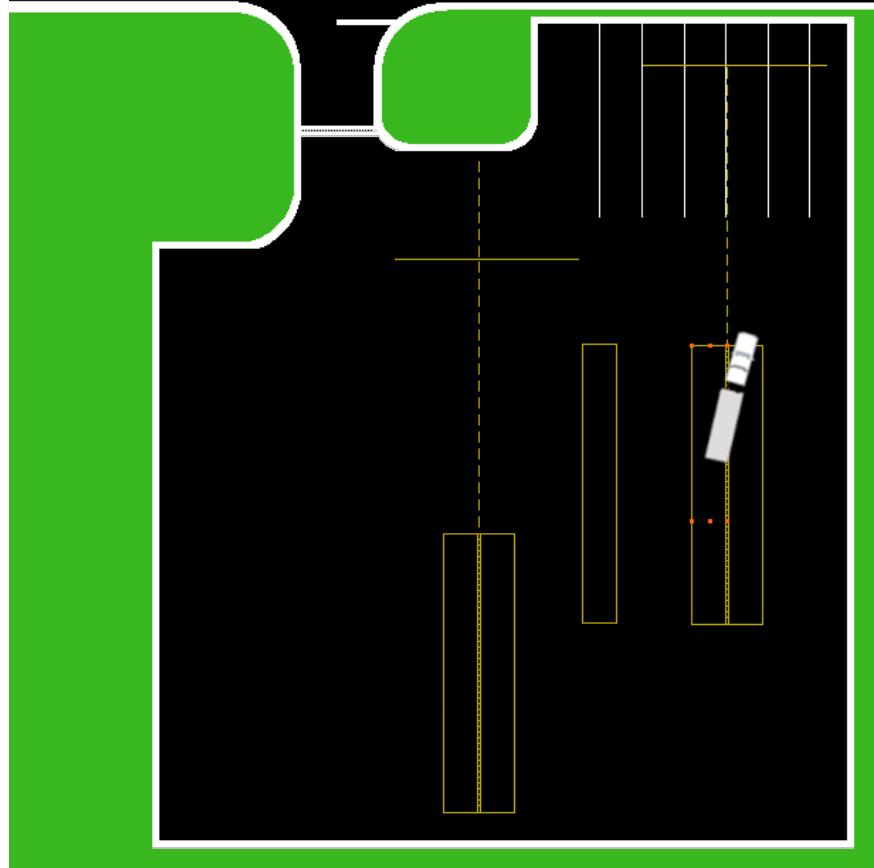
3. Turn the steering wheel all the way to the left. Backup for 4 seconds / until the tractor and trailer are straight and STOP. At this point you should see 2 cones in the right / passenger side rear view mirror.



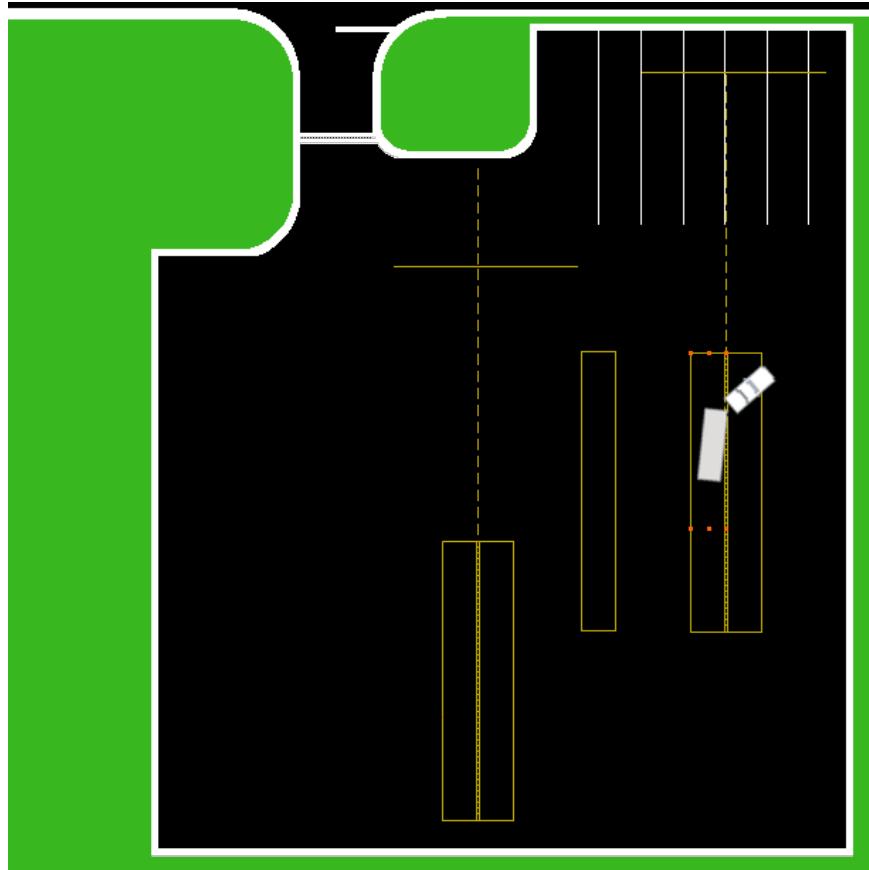
4. Turn the steering wheel 2 times to the right while stopped. This is to make the front wheels straight.



5. Straight backup until the passenger side trailer tires are on top of the line.



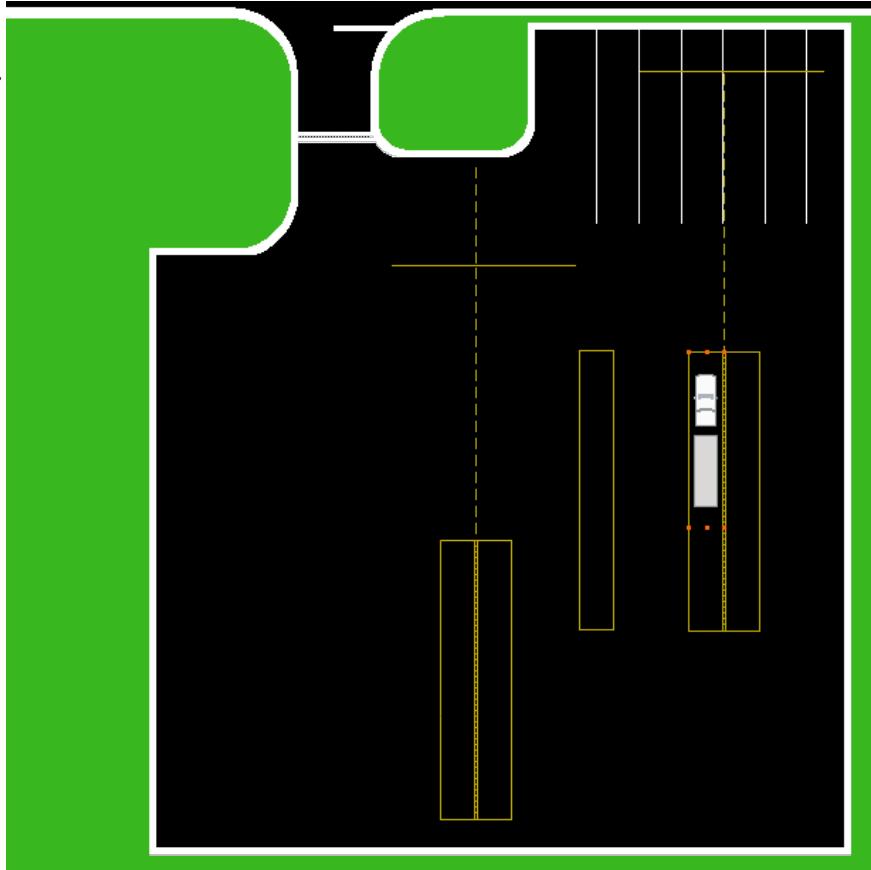
6. Turn the steering wheel all the way to the left. Backup for 4 seconds / until the blue tape lines up with the landing gear mark in the spot mirror and STOP.



7. Turn the steering wheel all the way to the right. Backup for 4 seconds / until the tractor and trailer are straight and STOP.

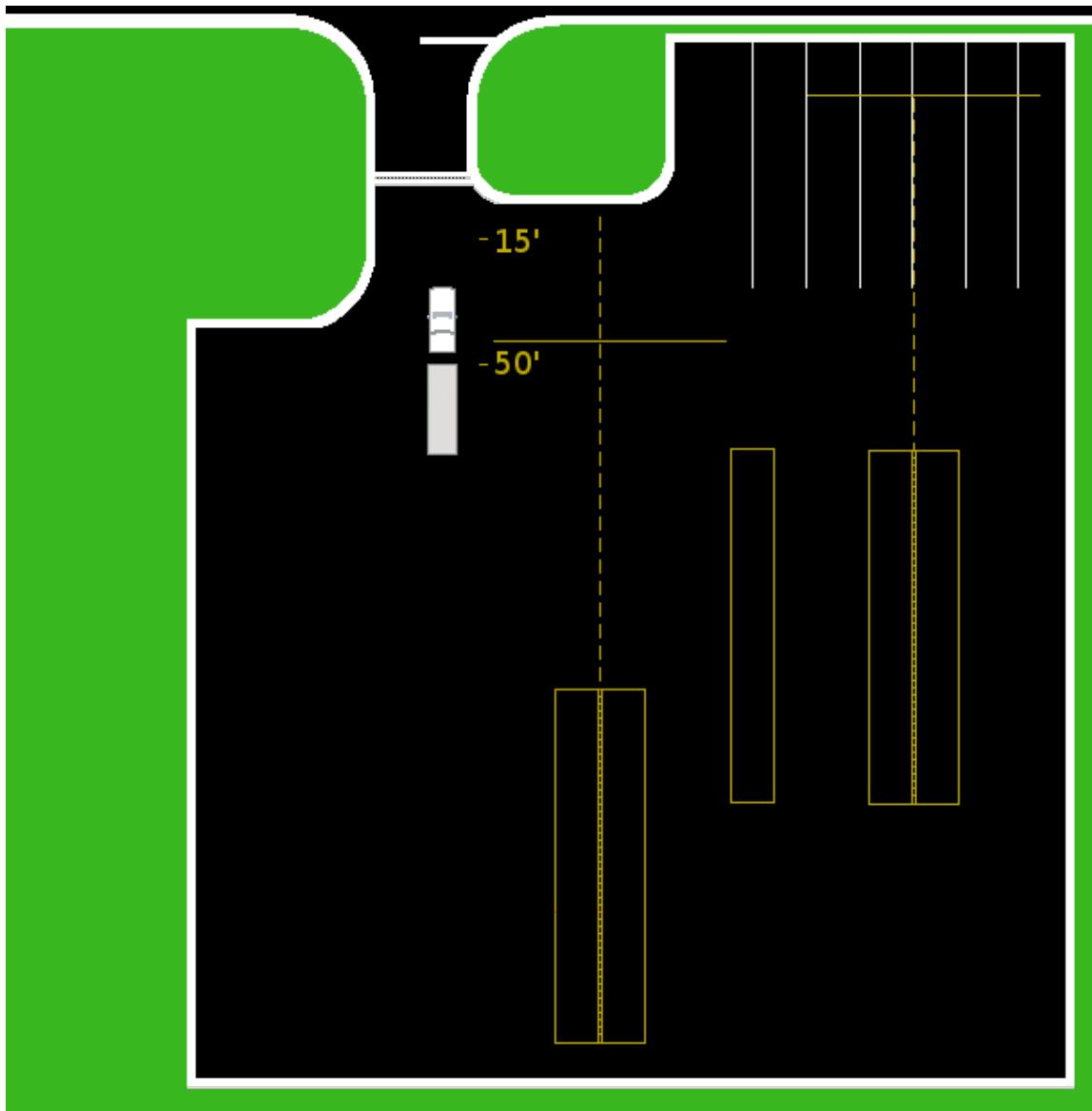
8. Get out of the vehicle to verify all parts of the vehicle are inside the lines / box.

Honk the city horn when you are ready to let the tester know you are done.



## Railroad Crossing

1. Stop (15 – 50 feet from the railroad tracks)
2. Turn on the 4-way flashers.
3. Roll down / open driver and passenger windows.
4. Look and listen for a train.
5. Proceed with caution.
6. Do not shift gears.
7. Once the entire vehicle (tractor and trailer) completely clear the tracks turn the 4-way flasher off.

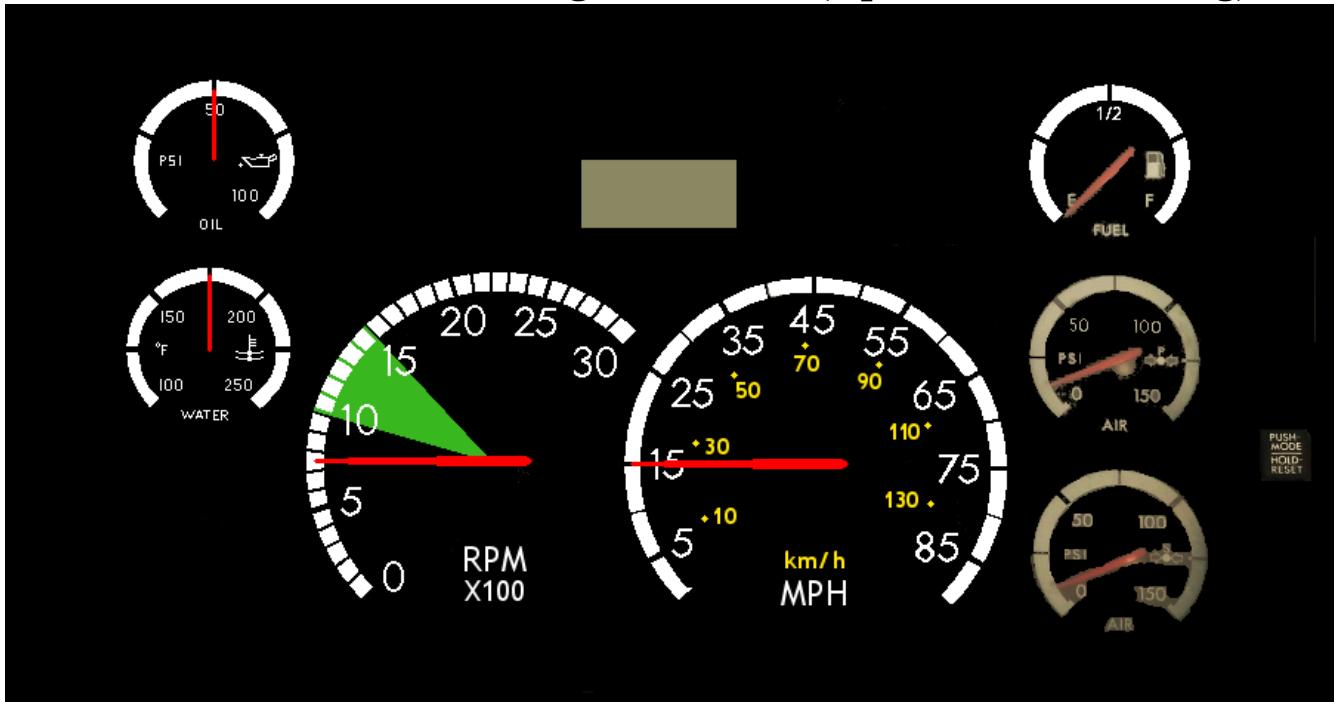


## **Emergency Stop**

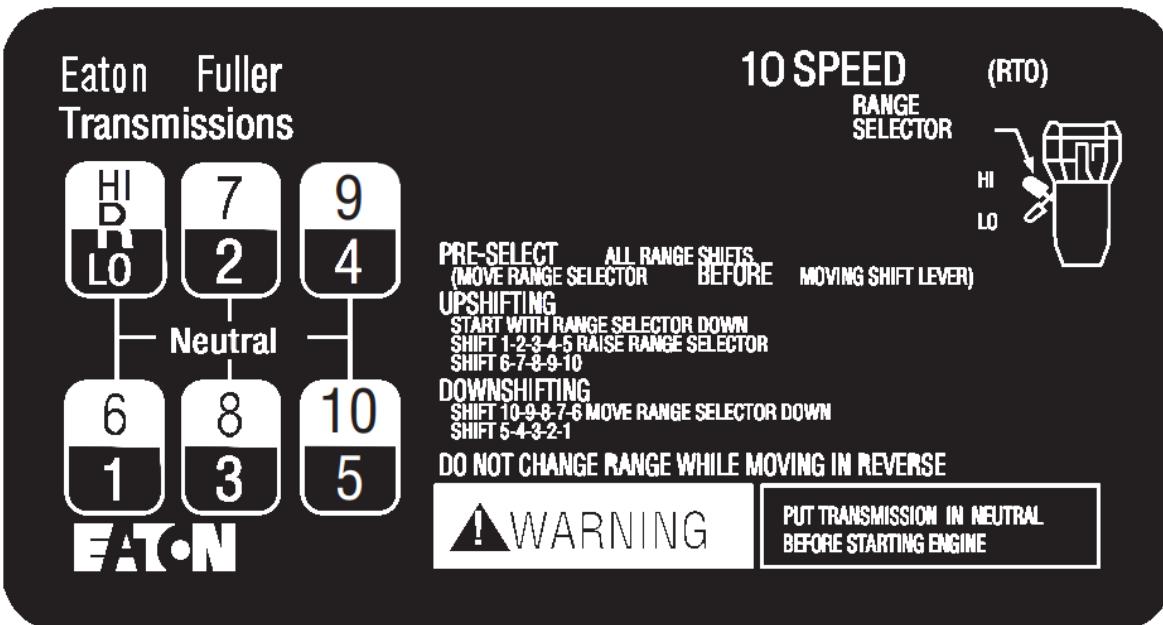
Insert Image Here

Describe emergency stop procedure

## Transmission Gear Shifting Procedures (Up and Down Shifting)

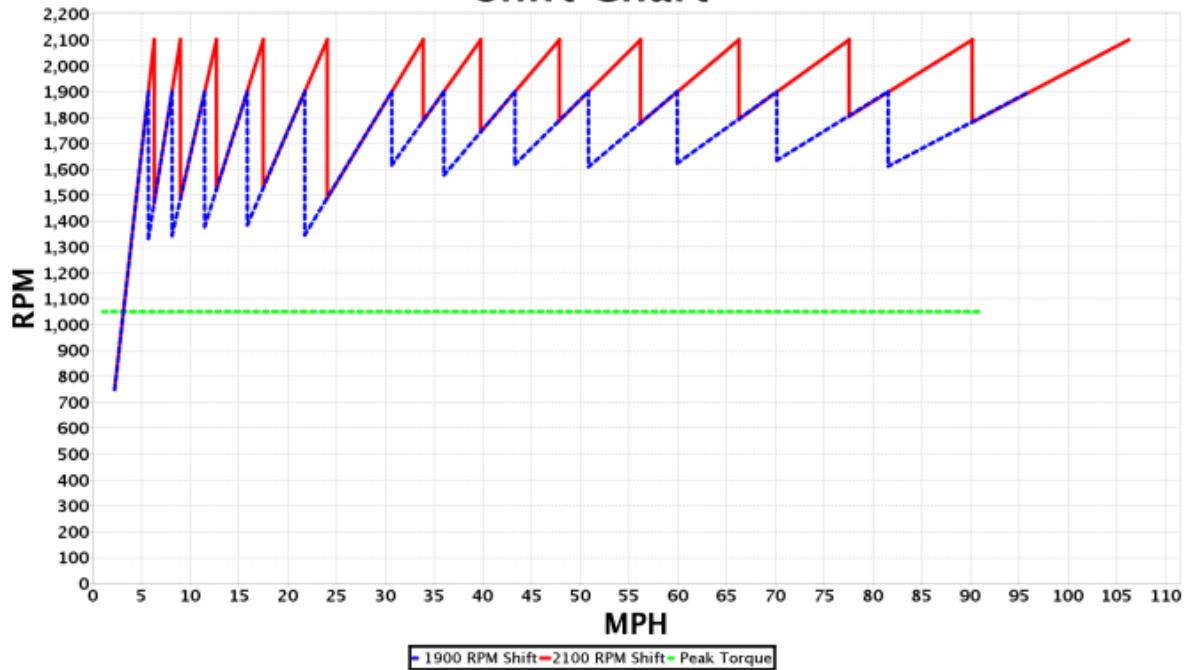


Insert Image of Instrument Cluster



Inset Image of Dashboard with Shift Pattern or just Shift Pattern

## Shift Chart



Indicate RPM range for each gear / MPH  
(ex. 1000 – 1500 RPM in 5<sup>th</sup> gear has a MPH range of 0-15 MPH)

Describe how to double clutch for upshift

Describe how to double clutch for downshift