



Parent In-Car Check-List

Pre-Post Drive Procedures Lesson 1

The instructor should print this document and take it along during the In-Car training. This document will serve as both a training guide as well as a proof of completion for this lesson. As your student performs each task, mark it off and give the next task. After you complete this lesson, sign the sheet and keep it with all other documents needed for license application.

Topic 1 - Pre-and Post Drive Procedures

Check Outside

Check around the outside of vehicle for:

- Broken glass
- Body Damage
- Condition of Tires
- Fluid Leaks
- Direction the front tires are turned
- Determine which way will the vehicle move when placed in gear
- Debris on the Ground that could interfere with movement.
- Check for Small Children or Pets

Store valuables in trunk of vehicle

- Books and book bags have less chance of slipping off seats
- The vehicle is a classroom with no room for food, candy or sodas

When parked at the curb you should:

- Approach from front of car
- Increase awareness of oncoming traffic
- Approach driver's door with key in hand

When parked in a parking lot you should:

- Approach from rear of car
- Increase awareness of persons and objects in area
- Approach driver's door with key in hand
- Unlock Doors**
- Check Traffic Flow**
- Enter the Vehicle**

Under the Hood Checks

- Engine Coolant Reservoir
- Windshield Washer Fluid Reservoir
- Engine Oil Filler.
- Automatic transmission fluid level dipstick
- Engine Oil Level Dipstick
- Brake Fluid
- Battery
- Power Steering Fluid Reservoir
- Radiator Cap
- Air Cleaner Filter.

Preventive Maintenance Checks

- Tire pressure options
- Tire tread wear or damage
- Headlights, tail lights, and turn signals
- Emergency lights and markers
- Emergency kit
- Windshield wipers
- Heating Ventilation and Air Conditioner (HVAC)

Security

- Check Passengers for safe entry
- Lock Doors
- Place key in appropriate location

Seating Position

- Adjust for driver foot pedal and dead pedal position
- Adjust for driver steering wheel reach and hand position
- Adjust for driver visual needs

Starting Tasks

It is recommended that the following be performed prior to driving your vehicle.

- Check parking brake
- Foot on brake
- Key in ignition
- Gear in "Park or Neutral"
- Check for fuel injection or automatic choke
- Turn key to "on" position
- Check alert lights and gauges
- Turn key to start engine
- (HVAC)
- Set accessories (headlights or daylight running lights are recommended)
- Check for warning lights and gauges

Restraints

- Safety belt adjustment and appropriate air bag position
- Head restraint position (rear and side protection)

Mirrors

- Rear view mirror settings (200 feet to rear)
- Side view mirror settings (15 degrees out will gain side views)

Securing Tasks

It is recommended that the following be performed when bringing your vehicle to a stop and exiting your vehicle.

- Stop within legal, secure parking space
- Set parking brake
- Place shift selector in (P)ark
- Turn off any accessories used
- Turn ignition switch to "off"
- "Lock" ignition and remove key
- Remove occupant restraints
- Check traffic prior to exiting vehicle
- Secure doors and windows

Topic 2 - Symbols

- Air Bag On/Off Switch
- Air Bag Activation
- Antilock Brake System Activation
- Theft Deterrent System Activation
- 12 Volt Extension Outlet
- Battery Warning Light
- Brake Warning Light
- Safety Alert Symbol
- Vent and Air Flow Control
- Door Locks
- Low Oil Pressure Warning Light
- Temperature Indicator
- Seat Belt Reminder
- Fog Lamps
- Drive Wheel Selector
- Fuel Indicator
- Fuse / Fuse Box
- Emergency Flashers
- Turn Signal/Wipers Stalk
- Daytime Running Lights
- Headlights/High Beam Indicator
- Hood Release
- Horn
- Fan Speed Indicator
- Interior Light Adjustment
- Lighter Indicator
- Exterior Lights
- Overdrive On/Off switch
- Parking Lamp Indicator
- Adjust Left/Right Side Mirror
- Power Window Controls
- Rear Defroster Indicator
- Electronic Traction System Control
- Steering Wheel Height Adjustment

Topic 3 – Occupant Protection

- Front and Rear Crush Areas:
- Energy-Absorbing Bumpers:
- Side Door Beams
- Reinforced Windshield:
- Energy-Absorbing Steering Wheel
- Padded Dash:
- Head Restraints:
- Step 3 – Adjust the shoulder part of your safety belt across your chest. Your shoulder adjustment should be snug.
- Air Bags – Air bags are designed to be used in combination with regular safety belts. Therefore, some car manufacturers refer to air bags as being a supplemental restraint system. It is important for you to know that most vehicles have front impact air bags only. Side impact air bags are designed in the newer vehicles only.

Steps to Wearing a safety belt:

- Step 1 – Adjust your seat to a comfortable upright position. Make sure your safety belt is not twisted.
- Step 2 – Snap the metal fitting on the end of the safety belt into the buckle. Then, adjust the lap part of your safety belt so that it is low and snug across your hips. The bottom edge of the safety belt should just touch your thighs.
- Child Seat - You have a legal responsibility to make sure young passengers are secured in specially designed infant seats or small-child. Texas requires the use of a child seat.

Topic 4 - Operating Vehicle Control Devices

Control Devices

- Steering Wheel
- Gear Selector Lever
- Parking Brake
- Accelerator Pedal
- Brake Pedal
- Cruise/Speed Control
- Ignition Switch

Safety Communication and Convenience Devices

- Mirrors
- Safety Belts
- Head Restraint
- Horn
- Turn Signal Lever
- Hazard Flasher
- Windshield Wipers and Washers
- Vehicle Lights
- Hood Release
- Trunk Release
- Fuel Door Release
- Heater, Ventilation, and Air Conditioner:
- Seat Adjustment Controls

Topic 5 – Basic Driving Maneuvers

- Starting Vehicle
- Proper Steering
- Gear Selection
- Drive Forward
- Smooth Stop
- Right Turn w/ blinker
- Left Turn w/ blinker
- Figure 8
- Mirror Checks



In-Car Lesson 1

Student Instructor

Student Permit # Date

Evaluate your student on the topics below. Use the comments area to list things that may need to be worked on during the 7 hours of supervised driving. Fill in this document as you complete each of the lessons. You will need to bring this signed form with you to the DPS office when you apply for your Driver’s License. Keep all of these Check-List pages together after completion. This is the only page you will need to keep from this document.

Pre-Post Drive Procedures Lesson 1

Topic	5-Excellent	4 – Good	3 – Satisfactory	2 – Poor	1 - Unsatisfactory
Pre-Driving Habits					
Starting Engine					
Using Gears					
Pulling Forward					
Stopping Smoothly					
Turns					
Signals					
Overall Steering					
Confidence in Driving					

Comments/Critique