

COMMERCIAL DRIVING LICENSE (CDL) 4
COURSE CODE: 6321
STUDENT PROFILE

STUDENT'S NAME:		TEACHER'S NAME:			
School Year/Semester:		Grade:			
Begin Date:		Date Completed:			
<p>Directions: Document student's progress using the applicable rating scales below: Enter date of completion under the appropriate column.</p> <p>0 - Has not received instruction in this area / no experience or knowledge of this task (N/A)</p> <p>1 – Requires additional instruction and or close supervision (60-69)</p> <p>2 – Can perform the task completely with limited supervision (70-79)</p> <p>3 – Can apply and perform independently (80-100)</p>					
A. SHOP AND PERSONAL SAFETY		0	1	2	3
1	Review school safety policies and procedures.				
2	Review classroom safety rules and procedures.				
3	Review safety procedures for using equipment in the classroom/lab/field..				
4	Identify major causes of work-related accidents in trucking environment.				
5	Demonstrate safety skills in a classroom/work environment.				
B. STUDENT ORGANIZATIONS		0	1	2	3
1	Identify the purpose and goals of a Career and Technology Student Organization (CTSO).				
2	Explain how CTSOs are integral parts of specific clusters, majors, and/or courses.				
3	Explain the benefits and responsibilities of being a member of a CTSO.				
4	List leadership opportunities that are available to students through participation in CTSO conferences, competitions, community service, philanthropy, and other activities.				
5	Explain how participation in CTSOs can promote lifelong benefits in other professional and civic organizations.				
C. TECHNOLOGY KNOWLEDGE		0	1	2	3
1	Demonstrate proficiency and skills associated with the use of technologies that are common to a specific occupation				
2	Identify proper netiquette when using e-mail, social media, and other technologies for communication purposes.				
3	Identify potential abuse and unethical uses of laptops, tablets, computers, and/or networks.				

4	Explain the consequences of social, illegal, and unethical uses of technology (e.g., cyber bullying; piracy; illegal downloading; cyberbullying; licensing infringement; inappropriate uses of software, hardware, and mobile devices in the work environment).				
5	Discuss legal issues and the terms of use related to copyright laws, fair use laws, and ethics pertaining to downloading of images, photographs, Creative Commons, documents, video, sounds, music, trademarks, and other elements for personal use.				
6	Describe ethical and legal practices of safeguarding the confidentiality of business-related information.				
7	Describe possible threats to a laptop, tablet, computer, and/or network and methods of avoiding attacks.				
D. PERSONAL QUALITIES AND EMPLOYABILITY SKILLS		0	1	2	3
1	Demonstrate punctuality.				
2	Demonstrate critical thinking and problem-solving skills				
3	Demonstrate initiative and self-direction.				
4	Demonstrate integrity.				
5	Demonstrate work ethic.				
6	Demonstrate conflict resolution skills.				
7	Demonstrate listening and speaking skills.				
8	Demonstrate respect for diversity.				
9	Demonstrate customer service orientation.				
10	Demonstrate teamwork.				
E. PROFESSIONAL KNOWLEDGE		0	1	2	3
1	Demonstrate global or “big picture” thinking.				
2	Demonstrate career and life management skills and goal-making.				
3	Demonstrate continuous learning and adaptability skills to changing job requirements.				
4	Demonstrate time and resource management skills.				
5	Demonstrates information literacy skills.				
6	Demonstrates information security skills.				
7	Demonstrates information technology skills.				
8	Demonstrates knowledge and use of job-specific tools and technologies.				
9	Demonstrate job-specific mathematics skills.				
10	Demonstrates professionalism in the workplace.				
11	Demonstrates reading and writing skills.				
12	Demonstrates workplace safety.				

F. READ AND INTERPRET CONTROL SYSTEMS		0	1	2	3
1	Identify and locate vehicular driving controls and the various monitoring devices (gauges, alarms, lights, etc.) required to operate the vehicle safely and efficiently.				
2	Read instrument/gauges accurately each time.				
3	Operate controls and switches correctly.				
4	Interpret gauge and control readings and assimilate with other available information.				
G. PERFORM VEHICLE INSPECTIONS		0	1	2	3
1	Inspect and make a correct determination of the condition of various critical vehicle components, including instruments and controls; engine and drivetrain; chassis and suspension; steering system; braking systems; tires; wheels and rims; lighting and signaling system; coupling system; emergency equipment; and cargo securement device(s).				
2	Perform inspections in a regular, systematic sequence that is accurate, uniform, and time efficient, and document in accordance with FMCSR.				
3	Report an out-of-service vehicle found to be in an unsafe (for vehicle, drivers, and other highway users) operating condition, either prior to a trip or en-route.				
4	Conduct a 90-point pre-trip inspection.				
H. EXERCISE BASIC CONTROL		0	1	2	3
1	Start, operate, and shut down CMV such that the driver scores an acceptable proficiency rating on an operational checklist for basic controls in areas such as turning the vehicle, centering the vehicle in lane, and backing.				
2	Practice smooth and effective acceleration and stopping on a simulator, if available.				
3	Position CMV to begin and complete turns in lane.				
4	Demonstrate a 90-degree alley dock, parallel parking, offset backing, serpentine maneuver, and straight-line (100-foot) backing.				
5	Demonstrate correct starting and stopping procedures.				
I. EXECUTE SHIFTING		0	1	2	3
1	Demonstrate how to match shifting to engine needs, speed, and safe operations for different types of road conditions.				
2	Demonstrate how to shift smoothly to protect equipment and maximize fuel efficiency.				
3	Demonstrate how to double clutch.				
J. BACK AND DOCK CMV		0	1	2	3
1	Demonstrate how to back CMV within three feet of a dock while on range.				
2	Demonstrate how to back and park in restricted areas in various positions and conditions, within appropriate tolerances.				
3	Demonstrate how to back in straight and curved lines within appropriate tolerances.				

K. COUPLE TRAILER		0	1	2	3
1	Demonstrate how to couple CMV safely in accordance with manufacturer's specifications.				
2	Demonstrate how to complete coupling by checking secure connections to include air hoses and electrical cables.				
L. UNCOUPLE TRAILER		0	1	2	3
1	Demonstrate how to uncouple a combination CMV safely in accordance with manufacturer's specifications.				
2	Demonstrate how to properly secure the trailer, in various conditions, to prevent unsafe movement.				
3	Demonstrate how to follow the correct sequence for disconnecting air hoses and electrical cables.				
M. PERFORM VISUAL SEARCH		0	1	2	3
1	Demonstrate visual search techniques by pointing out important obstacles in various types of traffic and locations.				
N. MANAGE AND ADJUST VEHICLE SPEED		0	1	2	3
1	Demonstrate how to adjust speed to conform with vehicle configuration and cargo; highway conditions; weather visibility, traffic, and other driving conditions.				
2	Demonstrate how to maintain entrance and exit ramp speed 10 mph below posted speed, under ideal conditions.				
3	Demonstrate how to drive at various speeds in response to highway conditions and necessary stopping distances.				
O. VEHICLE SPACE MANAGEMENT		0	1	2	3
1	Select a lane offering the best mobility and least traffic interruption, in accordance with the law, to cause minimum interference to other vehicles.				
2	Assure a safe gap before changing lanes, passing other vehicles, merging, and crossing or entering traffic; position vehicle correctly in the lane and relative to crosswalks as to minimize hazards to other highway users.				
3	Position CMV appropriately before initiating and completing a turn so as to prevent other vehicles from passing on the wrong side and to minimize encroachment on other lanes.				
4	Maintain a following distance appropriate to traffic, highway surface, visibility, speed, and vehicle weight.				
5	Avoid structures having inadequate overhead clearance.				
6	Note the position and movement of bicyclists and pedestrians.				
P. CHECK AND MAINTAIN VEHICLE SYSTEMS AND COMPONENTS		0	1	2	3
1	Explain proper range of function for all primary vehicle systems.				
2	Demonstrate how to check each component and vehicle systems.				
3	Demonstrate how to note symptoms and problems.				
4	Demonstrate how to complete a Vehicle Inspection Report in accordance with FMCSR.				

R. IDENTIFY POTENTIAL DRIVING HAZARDS AND PERFORM EMERGENCY MANEUVERS		0	1	2	3
1	Describe and identify highway conditions and other highway users that are a potential threat to the safety of the CMV.				
2	Describe and identify causes of and techniques to recover from skids and jackknifing.				
3	Demonstrate through proper speed and space management and proper acceleration, braking systems, and braking techniques to avoid a skid or jackknife.				
S. IDENTIFY AND ADJUST TO DIFFICULT AND EXTREME DRIVING CONDITIONS		0	1	2	3
1	Compare and contrast the correct adjustments for the following conditions: <ul style="list-style-type: none"> • Night Operations • Cold weather operation • Hot weather operations • Mountainous terrain • Wet conditions • Windy conditions • Construction zones • Railroad crossings 				
T. HANDLE AND DOCUMENT CARGO		0	1	2	3
1	Verify nature, amount, and condition of cargo on both pick-up and delivery.				
2	Verify load is distributed and contained correctly to meet legal and safety requirements.				
3	Verify information on bill of lading and properly record and report discrepancies and damage to the cargo.				
4	Prepare a manifest properly.				
5	Move heavy loads safely, as verified by a performance test.				
U. ADDRESS ACCIDENT SCENES AND REPORTING PROCEDURES		0	1	2	3
1	Demonstrate how to guard the scene of an accident to prevent further injury or damage, and obtain assistance.				
2	Describe how to obtain all information needed for accident reports to law enforcement, employer, and the insurance company.				
3	Render assistance to any injured parties, including first aid, if properly trained.				
4	Demonstrate how to properly use a fire extinguisher.				
V. ADDRESS ENVIRONMENTAL ISSUES		0	1	2	3
1	Describe environmental issues affecting CMV drivers.				
2	Describe the various idle requirements and adjustments required to comply with state and federal regulations.				
W. PLAN TRIPS/MAKE APPROPRIATE DECISIONS		0	1	2	3
1	Demonstrate how to read a road map, and select the most effective and authorized routes for time, budget, load, and conditions.				

2	Describe how to obtain necessary/required permits.				
3	Estimate time of arrival correctly.				
4	Identify fuel stops.				
5	Calculate and budget trip expenses.				
X. USE EFFECTIVE COMMUNICATIONS		0	1	2	3
1	Convey clear intentions in all communications, e.g., dispatchers, other CMV drivers, customers, and employers.				
2	Demonstrate presentation of a professional image to the general public.				
Y. MANAGE PERSONAL RESOURCES WHILE ON THE ROAD		0	1	2	3
1	Develop and implement strategies to effectively manage personal issues: <ul style="list-style-type: none"> ● Fatigue ● Diet ● Exercise ● Personal hygiene ● Stress ● Personal finances ● Lifestyle changes 				
Z. RECORD AND MAINTAIN HOURS OF SERVICE REQUIREMENTS		0	1	2	3
1	Describe how to comply with hours of service requirements.				
2	Maintain a complete, legible, and accurate driver's daily log and logbook.				
3	Demonstrate how to perform all necessary calculations correctly to the closest quarter (1/4) hour.				
4	Demonstrate the ability to enter data into an electronic on-board recording system.				
AA. CAREER DEVELOPMENT		0	1	2	3
1	Examine careers that require various driving license certifications or licensures.				
2	Compare the estimated salaries, benefits, job outlook, education, and working conditions, and skills needed to perform those jobs.				
3	Develop a pre-professional resume'.				
4	Complete the SCDMV Class A permit practice test.				