

The following worksheet is designed to familiarize new drivers to the car they will be operating. The hope is that by reviewing their owners manual new drivers will understand the control, features and proper care that will help assist them in many miles of trouble free driving. If problems do occur, this manual may help troubleshoot and guide the owner in their safe, sound decision making process. In order to receive credit students need to review their owners manual (preferably with a parent/guardian), go over the worksheet below and have a parent/guardian sign off. Successful completion of this worksheet with parent signature will count as one make up class.

Parent/Guardian Signature

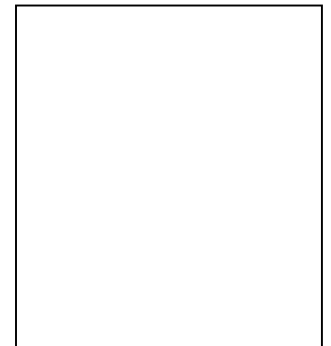
Check boxes and answer questions after reviewing each section.

___ Obtain your owners manual and indicate the following.

_____ Year _____ Car Make/Model _____ Engine Size

___ Review seating positions and safety features.

This vehicle is equipped to transport ___ number of people with proper safety restraints. In the box to the right draw a picture showing the proper positioning of the seat belt. List below any special safety considerations that should be followed when transporting young children.



List below the airbags equipped in your vehicle and any special safety considerations that should be taken into account. _____

How do you know if your airbag system is working properly? _____

___ Review all door lock and window operating procedures. Check box to left when you have assured all are working properly. Does your vehicle contain any theft deterrent systems? _____ Describe below steps you could take to reduce your chances of becoming a victim of theft. _____

___ Review ___ Automatic Transmission Selector or ___ Standard (Manual) Transmission. Check availability of gears/selections below and proper uses for each. (If driving a manual list gears available)

- ___ (P) _____
- ___ (R) _____
- ___ (N) _____
- ___ (D) _____
- ___ (3) _____
- ___ (2) _____
- ___ (1) _____

___ Review and check off additional features your vehicle may have.

- | | | |
|----------------------------|----------------------|------------------------|
| ___ Cruise Control | ___ Tilt Wheel | ___ Delay Wipers |
| ___ Day time Running Lamps | ___ Air Conditioning | ___ Audio System _____ |

___ Review Instrument Panel. List warning lights available and indicate what each would caution you.

- _____ - _____
- _____ - _____
- _____ - _____
- _____ - _____
- _____ - _____
- _____ - _____
- _____ - _____
- _____ - _____
- _____ - _____
- _____ - _____
- _____ - _____
- _____ - _____
- _____ - _____
- _____ - _____
- _____ - _____

___ Review towing/transporting

What is your Vehicle's Capacity Weight? _____

What is your Vehicle's Tow Capacity? _____

What is your Vehicle's Tongue Capacity _____

List any special considerations recommended when transporting heavy weight or towing with your vehicle.

- _____
- _____
- _____

___ Review Servicing your Vehicle

What gasoline is recommended for your vehicle? _____

Find oil dipstick and review how to check oil. What type oil is recommended for your vehicle? _____

How often should your engine oil be changed? _____

If changing the oil yourself, how can you dispense of used oil? _____

When is it recommended to change/replace air filter? _____

Review process for checking your transmission dipstick. When is it recommended to add transmission fluid?

Review how to add engine coolant. What type engine coolant should be added? _____

When should engine coolant be changed? _____

If your vehicle begins to overheat, what does the owners manual recommend doing? _____

What special considerations are required when opening a radiator cap? _____

Review the process for checking/adding power steering fluid.

Review process of adding washer fluid. What considerations should be considered when adding fluid?

Check Wiper Blades. What size, type blades are recommended? _____

Review process for checking adding brake fluid. What type is recommended? _____

What type of brakes is your vehicle equipped with? _____

What might indicate your having brake troubles? _____

List the battery type and manufacturer. _____

Review recommendations for jump starting you vehicle. List major considerations below.

What cautions are listed when working with battery? _____

Often times an electrical problem with car (dome light, tail light warning light) may be caused by a burnt fuse.

Locate your fuse box (s) in your vehicle. List the size fuse needed to be replaced for the following problems.

Dome light _____, Windshield wiper _____, Horn _____

Airbag _____, Cigarette Lighter _____, Right High Beam _____

Review how to replace a bulb in your vehicle and list replacement bulbs needed.

Front Parking and Turn Signal _____ Font Right Headlamp _____

Check the tires used on your vehicle.

Look at the sidewall markings and write down the manufacturer and tire name below.

Write down the tire size below.

What is the max. pressure for tire? _____

What is the max. load for this tire? _____

How often is it recommended to inspect your tires? _____

Why is it important to rotate your tires, and how often should this be done?

___ Review the procedures for changing a tire and make sure you have all materials needed.

Is your spare a donut or full size spare? _____ What special considerations are required when driving on a donut tire? _____

___ Review safety equipment you have chosen, or may choose to place in your vehicle.

List the contents below of any roadside emergency equipment you have in your vehicle.

List any considerations you would take when using flares. _____

What if any roadside emergency equipment may you want to add to your kit? _____

