

SUPERVISED Driving Guide

For the parents, guardians, and coaches of
teen drivers — a requirement for teen licensing



A PROGRAM OF THE
MICHIGAN DEPARTMENT OF STATE



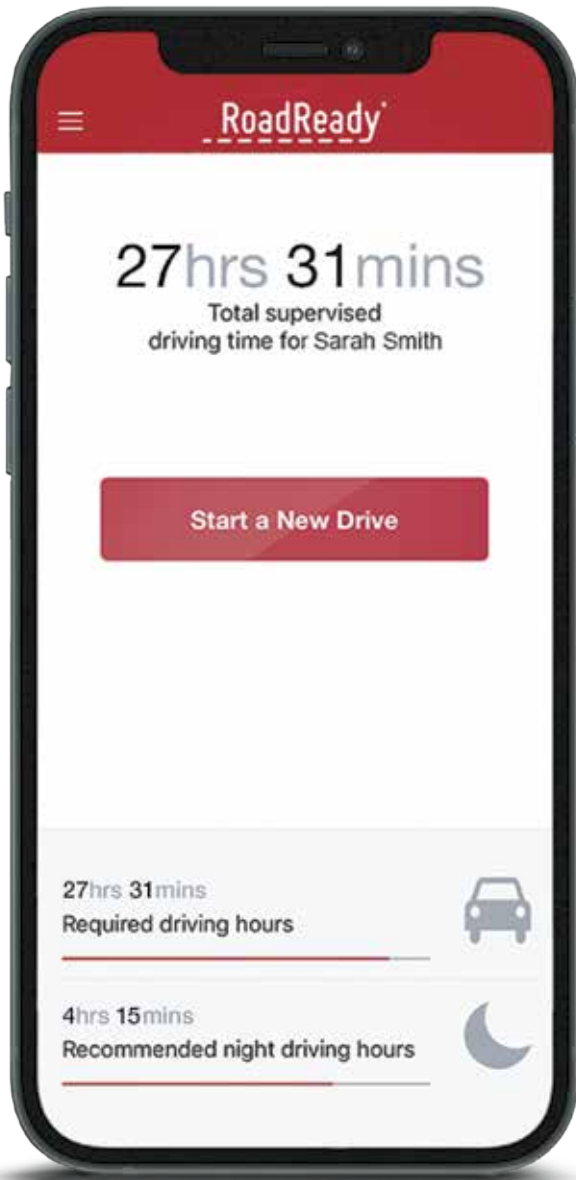
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A component of the **PARENT'S** 
Supervised Driving Program

A message from Michigan Secretary of State Jocelyn Benson

Greetings,

Learning to drive marks an important milestone in a young person's life, one that will undoubtedly raise questions for you and your teen driver. *The Supervised Driving Guide* is your handbook for coaching your teen on driving safely and responsibly.

The goal of Graduated Driver Licensing is to increase privileges gradually as teens gain experience behind the wheel. This will allow your teen to drive cautiously and with accountability, keeping them out of harm's way to the extent possible.

To advance to the Level 2 Intermediate License, your teen must complete a minimum of 50 hours of practice driving time, including at least 10 hours at night. You or another licensed adult age 21 or older are required to accompany and supervise your teen from the front seat of the vehicle during on-the-road practice sessions. This may seem overwhelming at first, but with the assistance of this guide and the included driving log to track hours, your confidence as a driving mentor will grow.

As a parent or guardian, this is another opportunity to teach your teen important skills they will use throughout their life. *The Supervised Driving Guide* will provide you with valuable information and tips so the time you spend together on the road will be instructive and beneficial.

For more information, materials and tips on navigating the Graduated Driver Licensing process, visit Michigan.gov/NewDrivers.

Sincerely,

Jocelyn Benson
Michigan Secretary of State

We *understand* **THE FEELING.**



At AAA, many of us are parents too. We've felt the pride of having a new driver...and the fear. We care about the safety of new drivers, and we're proud to offer a free membership* for your teen with a learner's permit, as well as access to resources that can help them be a safer driver right from the start.

JOIN AAA AND ADD YOUR TEEN FOR FREE. SCAN THE QR CODE OR VISIT AAA.COM/AAATeen



EXPECT *something* MORE™



*Free Teen membership is only available for teens with a learner's permit who are dependents of current or new Primary members of an annual AAA membership residing within the ACG Territory. The Free Teen Membership expires on the renewal date of the Primary Member and is subject to change without notice at any time.



Dear Parents of New Drivers,

Are you nervous, happy or excited? Probably all three. No doubt, you're nervous that your child is now a licensed driver. But happy that your job as their personal chauffeur is over. And excited that they've reached a major milestone in life: driving.

AT AAA, WE'RE HERE TO HELP WITH THAT NERVOUS PART.

This guide is one of the ways we help. As sponsor, we understand the importance every parent places on keeping their child safe on the road. But our commitment to the well-being of drivers goes much deeper.

FOR US, SAFETY IS A LIFELONG PURSUIT.

Back when we were founded in 1902, we were already advocating for a national highway system. Today, we continue to help protect with auto insurance and programs that range from child passenger safety and School Safety Patrol® to the AAA PROMise sobriety pledge for teens and defensive driving courses for seniors.

MANY OF US AT AAA ARE PARENTS TOO.

We understand your concerns. We helped our children become safer, more cautious drivers, and you can too. Just remember: When you have the urge to close your eyes the first time they parallel park...safety always comes first.



About this program

Developed by Safe Roads Alliance, a non-profit dedicated to promoting safer driving through education for drivers of all ages, *The Parent's Supervised Driving Program* is designed to improve teen driver safety by providing parents and guardians with a methodical approach to teaching the requisite driving skills. Each lesson concentrates on a particular sequential skill. Parents are in the best position to help their teens become safe, smart, and skilled drivers.

The Parent's Supervised Driving Program also includes a website, social media pages, and a mobile app, RoadReady®.

Publisher: Safe Roads Alliance -
info@saferoadsalliance.org

Illustrator: Lou Eisenman

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With support from:

- AAA

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This program is also
available online at:

PSDPonline.com

The

PARENT'S 
Supervised Driving Program

Welcome parents, guardians, and coaches of teen drivers!

The Parent's Supervised Driving Program is a resource for parents, guardians and coaches to use when teaching their teen to drive.

1. This program is divided into core driving skills.



- Read through each section at home before your teen starts a new skill.

2. Log your teen's driving time. This can be done two ways:



- Carry this printed guide with you during the drive and use the printed log section – you or your teen can log the supervised driving hours once the drive is finished.



- Download and use the free  **RoadReady**® app to track driving time. RoadReady tracks your teen's driving hours.

3. Present your teen's log to your teen's Segment 2 Driver Education instructor and a Driver Testing Examiner. Refer to page 18 for more details.

Stay Connected with Us!

Follow *The Parent's Supervised Driving Program* for expert driving articles, program launch events and additional safety resources.



Facebook

www.facebook.com/
TheParentsSupervisedDrivingProgram



X (formerly Twitter)

www.twitter.com/PSDP_Info



Instagram

www.instagram.com/roadreadyapp

Table of contents

Notes for parents, guardians, and coaches

About supervising teen drivers	1
Vehicle control for supervisors	2
Teens' biggest dangers – part one	3
Teens' biggest dangers – part two	4

Lessons

Lesson One: before you start the engine	6
Lesson Two: moving, steering and stopping	7
Lesson Three: how close are you?	8
Lesson Four: backing up	9
Lesson Five: driving on a quiet street – part one	10
Lesson Five: driving on a quiet street – part two	11
Lesson Six: looking ahead	12
Lesson Seven: turning around	13
Michigan Graduated Driver Licensing requirements	15
Supervised driving log	18
Parent or Legal Guardian and Teen Safe Driving Contract	23
Lesson Eight: parking – part one	25
Lesson Eight: parking – part two	26
Lesson Nine: multi-lane roads – part one	27
Lesson Nine: multi-lane roads – part two	28
Lesson Ten: city driving – part one	29
Lesson Ten: city driving – part two	30
Lesson Eleven: freeway driving – part one	31
Lesson Eleven: freeway driving – part two	32
Lesson Twelve: roundabouts	33
Lesson Thirteen: winter driving	34

Beyond the basics

Sharing the road with motorcyclists	35
Sharing the road with bicyclists, pedestrians, and equestrians	36
Sharing the road with trucks and in work zones	37
Vehicle maintenance	38
Practice in other conditions	39
Continuing education	40

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Your opinion matters

Take our program survey and tell us about your experience.

www.theparentssuperviseddrivingprogram.com/survey.html

About supervising teen drivers

Throughout this guide you will see references to a parent, guardian, or coach. The parent or guardian is the individual with licensing authority over the teen. The coach is the individual who is assisting with the supervised driving time. They could be a parent, guardian, or any trusted licensed adult age 21 or over. *The Supervised Driving Guide* gives you a simple, easy-to-follow plan you can use to help your teen complete the minimum 50 hours of required driving time and to become a safe and responsible driver.

Some thoughts as you begin this exciting experience together:

Make an effort to enjoy the learning process: Driving is a big step toward independence, and your teen is entering a new phase of life. You'll both remember this experience for years to come. Make it a good memory!

Practice, practice, practice: Studies show that the risk of a crash diminishes with experience. The more time you can spend driving with your teen, the less likely it is they'll crash when they begin driving alone. Driving in a variety of circumstances is equally important. Make sure your teen gets exposure driving on a variety of roadways, as well as in different conditions: at night; in rain, fog, and snow; and in heavy traffic.

Be a driving role model: It may not be immediately evident, but your driving habits have unconsciously influenced your teen's attitudes during their young life. Your teen watches what you do and looks to you for guidance. Be sure that you:

- Obey all traffic laws.
- Correct any unsafe driving habits (driving aggressively, rolling through stop signs, accelerating through yellow lights, speeding, etc.).
- Do not use your cell phone while driving.
- Always wear your seat belt, and remind your teen that buckling up is the law. This will need to be an ongoing conversation — everyone in the car should buckle up every trip, every time.

Tips for teaching your teen

- **Teaching your teen how to drive takes patience and your full attention.** If either of you are tired, angry, distracted, or not feeling well, it's best to postpone the driving lesson. Practice when you are both alert and ready to pay attention to each other.
- **Before each session,** discuss the goals of the day's lesson.
- **Before each new lesson,** review what was learned during the previous lesson.
- **Keep instructions simple and concise.** Say where to go and what action to take. For example: "Drive to the corner and turn right." Give the direction with enough time for your teen to process and safely execute the maneuver.
- **The feedback** you give should be calm, precise, and immediate. Be patient and alert at all times. Remember to give positive feedback when your teen succeeds!
- **When your teen makes a mistake,** which will happen often, don't criticize. Remain calm and simply repeat the maneuver until it's done correctly. To minimize their frustration, emphasize to your teen that mistakes are a normal part of learning.
- **These lessons should be consistent** with the prescribed curriculum as adopted by the State of Michigan, AAA How to Drive 15th edition.
- **Remember that students learn at different paces.** Make sure your teen has mastered each skill before you move on to the next lesson, even if that means repeating a lesson several times. Patience and practice will pay off in the long run.
- **Integrate night driving** into as many lessons as possible.

Most importantly, make sure the vehicle you use for training is safe. Confirm that the brakes have been recently inspected, and check to make sure the tires have sufficient tread depth and inflation. It's generally recommended that your teen practice and take their driving skills test in the same vehicle in which they will drive, whenever possible.

Check your emotions

At the start of each driving lesson with your teen, leave your problems behind — and make an effort to stay focused. Bringing up touchy subjects such as grades, homework, boyfriends/girlfriends, etc. can distract either of you from the task at hand. Power down electronic devices and avoid eating, drinking or other activities that cause distractions.

Vehicle control for supervisors

Teaching a new driver can be stressful, but knowing you have some control can help. Professional driver education instructors are taught emergency responses to potential hazards that can crop up with an inexperienced driver behind the wheel. Here are some skills you can learn to help you maintain control from the passenger seat while teaching:



Emergency shifting: In a quiet, large, level, empty area, practice shifting the transmission from drive to neutral.



Taking the wheel: With an experienced driver in the driver's seat, in a quiet, large, level, empty area, practice steering the car with your left hand from the passenger seat.



Mirrors: Adjust the mirror on the passenger sun visor so you can use it as a rearview mirror. If the right side mirror is properly adjusted, you can use it to monitor traffic to the rear from the passenger seat.



Awareness: Never assume everything is okay. Always check and re-check mirrors before you give instructions to your teen. Remember that you are a second set of eyes and ears, and you need to be alert and ready to help your teen.



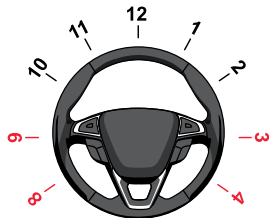
Emergency stopping: If the vehicle's parking brake is located between the seats, it can be used to stop the car in an emergency situation. This maneuver, however, can be dangerous, even at low speeds, and should only be used as a last resort.

Driving has changed

Chances are, today's cars aren't the same as they were when you learned to drive. To teach your teen effectively, you need to know about a few important recent changes in how cars work, how we drive, and how driving is taught.

Anti-lock Brake System (ABS): Most newer cars offer ABS as standard equipment. ABS is a dramatic safety improvement that works by letting the tires rotate, rather than lock up, when the brake is engaged. This allows drivers to steer the car in an emergency stop. ABS should be used with firm, continuous pressure. The brake pedal may pulsate when applied firmly; which often concerns drivers — but this is a normal function of ABS. To find out if your car has ABS, check the instrument panel after you turn on the ignition or read the owner's manual.

Note: When driving a car without ABS, the old rules still apply. Don't "slam" the brakes. Rather, press the brake pedal firmly. The intention is to stop quickly, but also to avoid locking the brakes and skidding.



Hands holding the wheel at 9 and 3 or 8 and 4 o'clock aren't as likely to be hit by the air bag.

Air bags: Air bags are designed to work with seat belts, which must be worn for the air bags to be effective. The seat belt secures the driver safely in the seat behind the steering wheel. If the air bag inflates, the driver is held in the correct position so that optimal crash protection is provided. Since air bags deploy out of the steering wheel on impact, it's important to keep your hands and arms in the recommended position.

Steering wheel hand position: Most of us were taught to position our hands at 10 and 2 o'clock on the steering wheel. It's now suggested that you hold the wheel at 9 and 3 or 8 and 4 o'clock. This gives you better vehicle control and also lessens the risk of injury if the air bag was to deploy.

Commentary driving

Commentary driving is a great communication tool. Coach your teen to describe their actions, thoughts, and observations out loud as they drive, similar to a sports commentator. Throughout the learning process, ask them to verbalize what they see around them, including potential risks and any steps they need to take to avoid them. Encourage your teen to verbalize an action they plan to make, such as turning, merging, and approaching traffic lights.

Teens' biggest dangers – part one

Distracted driving

Distracted driving involves any activity that takes the driver's attention away from the primary task of driving. Distracted driving, impairment, speeding, and not wearing seat belts are all risky choices that can lead to serious injury and death. Teens, who are still learning the complex skills of driving, are particularly susceptible to distractions while behind the wheel. Don't let you or your teen become another statistic. Here are the facts:

- Motor vehicle crashes are one of the leading causes of death for U.S. teens. Mile for mile, teens 16 to 19 years old are involved in 3 times as many fatal crashes as all other drivers. And 1 in 3 teens who text say they have done so while driving.
- According to a CDC survey, in 2019, 39 percent of high school students who drove in the past 30 days texted or emailed while driving on at least one of those days.
- A Virginia Tech Transportation Institute study revealed that physically dialing a phone while driving increases the risk of a crash as much as 6 times. Texting is riskier still, increasing collision risk by 23 times.

There are three kinds of distractions:

- **Visual** – doing something that requires the driver to look away from the driving task.
- **Manual** – doing something that requires the driver to take one or both hands off the wheel.
- **Cognitive** – doing something that causes the driver's mind to wander or focus elsewhere.

To combat this growing epidemic, we suggest the following:

- **Set a good example:** Kids observe and learn from their parents and guardians. Put your phone away while driving. According to the Pew Research Center, 40 percent of teens age 12 to 17 say they have been in a car when the driver used a cell phone in a way that put themselves and others in danger.
- **Talk to your teen:** In Michigan, it is illegal for all drivers to manually use a cell phone or other electronic device while driving or stopped in traffic. Discuss the risks and responsibilities of driving and the danger of dividing their attention between their phone and the road. Show them the statistics related to distracted driving and urge them to share what they learn with their friends. Encourage them to speak up if they are a passenger in a car with a distracted driver.
- **Establish ground rules:** Set up family rules in addition to the limits set by the Graduated Driver Licensing Program (GDL), and make sure both sets of rules are clear from the start.
- **Sign a pledge:** Have your teen take action by agreeing to a family contract about wearing seat belts, not speeding, not driving after drinking, and not using a cell phone behind the wheel. Agree on penalties for violating the pledge, such as paying for tickets or loss of driving privileges. A sample contract is located on pages 23–24 of this guide.
- **Other dangerous distractions:** Distracted driving can also include eating, grooming, drinking, adjusting the radio, shuffling/streaming music, using the GPS, talking to passengers, or watching a video, just to name a few activities. Inexperienced drivers are particularly susceptible to these kinds of distractions.

Inexperience

Just as it takes years to perfect any skill — athletic, artistic, or otherwise — it also takes at least 5 years to be an experienced driver. Until teens are much more experienced, they run a greater risk of crashing, being hurt or killed. A driver's license makes them a driver. Experience helps them become safer drivers.

Eyes on the road

Teens tend to look away from the road and become distracted for longer periods than experienced drivers. It's important to train them to keep their eyes on the road ahead. While parked, time your teen on how long they look away when doing various tasks inside the vehicle, such as adjusting the heat or tuning the radio. Coach them repeatedly on the importance of focusing on the road ahead.

Teen passengers

Research is clear on the fact that risky teen driving behaviors increase with the presence of teen passengers. A teen who is driving with other teens in the car is more likely to crash. And the more kids there are in the car, the stronger the likelihood of a crash. This is the primary reason Michigan has teen passenger restrictions for new teen drivers (See page 14).

Teens' biggest dangers – part two

Newly licensed teens crash much more often than older, more experienced drivers. Besides distracted driving, passengers and inexperience, other circumstances that are common trouble areas for young drivers include:

Seat belts

Seat belt use is lowest among teen drivers. In fact, the majority of teenagers involved in fatal crashes are unbuckled. It's a shocking statistic, but 51% of teen drivers killed in 2021 were unbuckled. Even more troubling, when the teen driver involved in the fatal crash was unbuckled, nine out of 10 of the passengers who died were also unbuckled. Whether sitting in the front or back of a car, buckle up every trip, and remind other passengers to buckle up too. It could save their lives, and yours.

Fatigue

As teens get older their bedtimes get later, but waking times don't tend to change. Their nightly sleep is reduced by 40–50 minutes. Teen drivers who sleep less than 8 hours a night are 33 percent more likely to crash than teens who get more than 8 hours of sleep. This lack of sleep can result in depressive moods, more risk-taking behaviors, and lower grades. It further reduces a person's ability to process information, be attentive, and have good reflexes, all of which are crucial to driving skills. Studies have shown that being awake for 18 hours has a similar impact to having a Blood Alcohol Concentration (BAC) level of 0.08.

Night driving

For teens, the most severe crashes occur at night and on weekends. Night driving is challenging for all drivers, but novice drivers don't have the experience to anticipate and react when visibility is reduced. When teens drive at night, it is more often with a lack of adult supervision, with other teen passengers, and at higher speeds — all of which are factors that increase risk.

Alcohol

Teens are at far greater risk of death in an alcohol-related crash than the overall population. This is despite the fact that they cannot legally purchase or publicly possess alcohol in any state. When alcohol is added to the inexperience of teen drivers, the results can be deadly. In 2021, 27 percent of young drivers 15 to 20 years old who died in crashes had BACs of .01 g/dL or higher. For more info, visit: <https://www.nhtsa.gov/teen-driving/parents-talk-your-teen-driver-about-safe-driving>

Drugged driving

Although Michigan legalized recreational marijuana, it's important to remember that it's still illegal for anyone under age 21 to use it. And just because it may be legal, it doesn't mean that it's safe — especially when you are driving. Any drug, including prescription drugs, illegal drugs, and drugs purchased over the counter, can have a detrimental effect on your ability to drive safely. The laws for operating under the influence of alcohol also apply to drugs, including marijuana. Smoking or ingesting marijuana will slow your reflexes and judgment, making it difficult to react quickly and appropriately to challenges on the road. It also can affect you physically. For example, marijuana limits night vision, making it more difficult to see when driving after dark. And it can change your perception of time. It is best and safest to never mix alcohol or drugs, including marijuana, with driving.

Speeding

We have seen a disturbing increase in speeding in recent years. According to NHTSA, in 2021, speeding was a factor in 32% of fatal crashes among teen drivers 15–18 years. The rate of these fatalities among males was nearly double that of females. Spend time talking to your teen about speeding and model this by following the speed limit yourself. Lastly, studies show that teens are less likely to speed if they drive the family car, instead of having their own vehicle.

GDL systems

Graduated Driver Licensing (GDL) systems are intended to provide teen drivers with practice under the safest conditions, exposing them to more complex situations only as their skills and experience grow.

If you feel different, you drive different

If you're buzzed, drunk, or high, you are impaired and should never get behind the wheel. Marijuana, the drug most commonly found in the blood of people who have been in a car crash, can affect people differently. If you plan to drive, don't drink alcohol or use drugs.



**AM I OKAY
TO DRIVE?**

**BUZZED DRIVING
IS DRUNK DRIVING**



NHTSA



 **Recommended minimum instructional time:** 1 hour

Before you start the engine

Goal: Teach your teen vehicle basics before actual driving begins.

Location: Parked. This is a non-driving lesson.

☐ Skill one – look for hazards

Walk around the outside of the car with your teen. Instruct them to look for leaks and hazards such as broken glass, and to make sure it's clear behind the vehicle as well as in front of the vehicle.

☐ Skill two – practice basic skills

Have your teen practice these basic skills until they don't need help:

- Starting and stopping the engine
- Naming and operating all dashboard and steering wheel controls
- Checking oil level
- Checking wiper fluid
- Checking tire pressure
- Checking tire tread depth

☐ Skill three – proper seating position

Your teen should: Sit with their back firmly against the seat, with at least 10–12 inches between the steering wheel and their chest, keep their head at the center of the head restraint and their shoulders no higher than the top of the steering wheel, adjust the seat so that their heel touches the floor and can pivot quickly between the brake and accelerator.

☐ Skill four – teach correct mirror settings

The method below provides the best view of adjacent lanes, for maximum safety.

- **Inside mirror:** Have your teen sit up straight in the driver's seat and adjust the inside mirror so that it frames the entire rear window. This is the main mirror for viewing what is behind the vehicle.
- **Left-side mirror:** Have your teen rest their head on the closed left-side window and set the left mirror to barely show the rear edge of the vehicle. When they sit up straight, the car should no longer be visible in the mirror.
- **Right-side mirror:** Have your teen lean to the right over the car's center console, and set the right mirror so they can barely see the right side of the car.

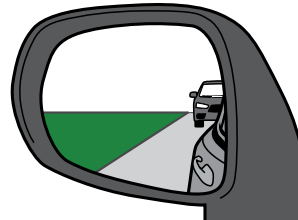
Additionally, teach your teen how to look over their shoulder to check the blind spot on each side of the car that cannot be seen in the mirrors. Blind spots should be checked every time you change lanes.

☐ Skill five – vehicle technology

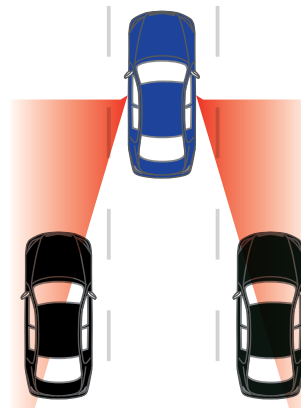
It's important for you and your teen to understand how advanced driver assistance features work, such as automatic emergency braking, blind spot monitoring, and forward collision warning alerts. Review your car's manual, ask your vehicle dealership or visit www.mycardoeswhat.org.

Proper mirror setting

In the past, drivers were often taught mirror settings that created an overlap between the rear and side mirrors. This is actually less safe because it increases the size of the blind spots. This is a great opportunity to update your own driving skills while teaching your teen!



In order to adequately detect other traffic, adjust tilt to have the horizon appear in the center of the mirror, and adjust the viewing angle so that you can barely see the rear edge of the vehicle.



The most effective way to deal with blind spots is to briefly turn and look.

Goal achieved

Supervisor initials _____

Driver initials _____

#RoadReady

LESSON TWO: MOVING, STEERING, AND STOPPING

 **Recommended minimum instructional time:** 1 hour

Moving, steering, and stopping

Goal: Teach your teen to consistently start, stop, and turn smoothly with full vehicle control.

Location: A large, level, mostly empty area.

□ Skill one – moving and stopping

Michigan law requires that all front-seat passengers be buckled up, and passengers younger than age 16 must be buckled up in all seating positions (front or back seat).

Before starting, coach your teen to always signal and check mirrors and blind spots before changing the speed, position, or direction of the car. Remind them as needed.

Have your teen drive around the perimeter of the lot several times at a slow speed. Have them stop and start frequently, practicing smooth hand-to-hand steering, braking, and accelerating.

Pick several targets in the large, level, empty practice area, and have your teen drive to them at specific speeds. For example, "Drive to the stop sign at 15 mph." Focus on steady speed and smooth starts and stops.

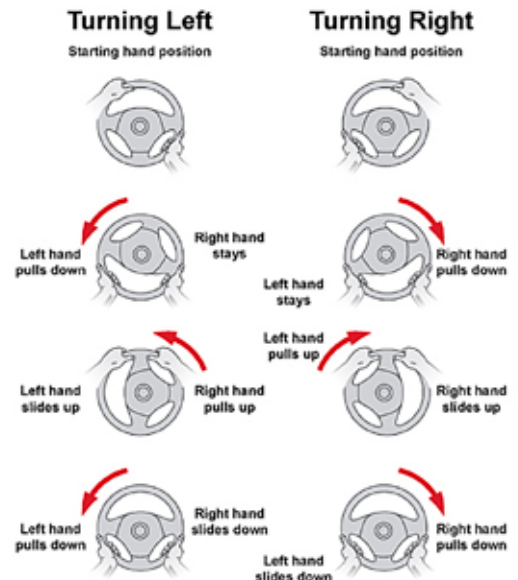
Once your teen is braking smoothly, practice "hard, smooth stops" at slightly higher speeds (approximately 25–30 mph). *Hint: Curling toes back just before braking results in smoother stops. It eases the pressure on the brake.*

□ Skill two – steering

Hand-To-Hand Steering Method: Your teen may have been introduced to other methods of steering such as; one-hand steering, hand-over-hand steering or evasive action steering, to name a few. However the Hand-to-Hand steering technique is the preferred method to use in most driving situations.

□ Skill three – turning techniques

- Ease off the accelerator or use the brake to reduce speed before entering a curve; use gentle acceleration to overcome inertia and pull the vehicle out of the curve.
- Use smooth, continuous steering wheel movements when approaching a turn and when returning (sliding) the wheel through the hands until the vehicle is in the proper post-turn position.
- Coach your teen to pick a target near the center of the intended travel path. This target can be used as a visual aid to aim at while steering through turns.



With hand-to-hand steering your hands don't cross each other.

Controlling speed

New drivers tend to use the brake too much and the accelerator too little to control speed. Coach your teen to ease up on the accelerator as a way to reduce the car's speed.

Goal achieved

Supervisor initials

Driver initials

#RoadReady

 **Recommended minimum instructional time:** 1 hour

How close are you?

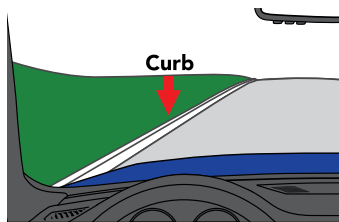
Goal: Teach your teen how to tell where their vehicle is in relation to other vehicles or objects.

Location: A large, level, mostly empty area with clearly painted pavement lines and curbs.

☐ Skill one – reference points

Explain to your teen that reference points are visual guides to help them judge the car's distance from curbs, lines, other objects, and vehicles.

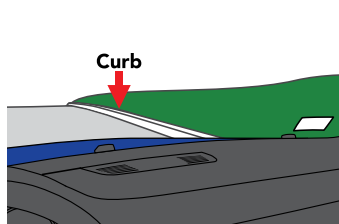
☐ Skill two – driver's side curb (or line)



*View out the front windshield.
Reference points will be different
for everyone, depending on the
vehicle and the height of the driver.*

- Choose a pavement curb (or line) and tell your teen that the goal is to pull up and stop, with the driver's side of the vehicle 6 to 12 inches from the curb or line. Coach them to slowly pull up parallel to the line, getting gradually closer, and stop when they think they are 6–12 inches away. Have them look at where the line intersects in the front window.
- Have your teen put the car in park and get out to check if the driver's side wheels are 6–12 inches from the line. If it isn't the right distance, have them do it again, checking the reference points.

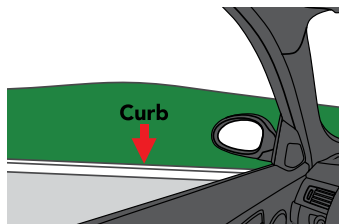
☐ Skill three – passenger's side curb (or line)



*View out the front windshield.
Reference points will be different
for everyone, depending on the
vehicle and the height of the driver.*

- Choose another curb (or line) parallel to the passenger's side of the vehicle, again pulling up slowly to within 6–12 inches. Use the same gradual pull-up method, but for this side, coach your teen to stop when the curb appears to intersect the center of the hood.
- Again, have your teen get out of the vehicle to check whether the tires are 6–12 inches from the curb. Keep practicing and making adjustments, noticing the reference point, until they can do it consistently.

☐ Skill four – front curb (or line)



*View out the driver's side window.
Reference points will be different
for everyone, depending on the
vehicle and the height of the driver.*

- Teach your teen to align the front bumper between 6–12 inches from a pavement curb (or line). Have them drive slowly straight toward the curb. Coach them to stop when the curb appears under the driver side mirror.
- Have your teen get out of the vehicle to check whether the front bumper is 6–12 inches from the curb. If it isn't, have them adjust the reference point as needed and keep practicing.

Making your teen safer

It takes more than 15 minutes every day for 6 months to complete 50 hours of practice driving. For 100 hours, it's more than 30 minutes a day for 6 months. Studies show that the more time you drive together, the safer your teen will be when driving alone.

Goal achieved

Supervisor initials

Driver initials

#RoadReady

 **Recommended minimum instructional time:** 1 hour

Backing up

Goal: Teach your teen how to safely drive backwards in a straight line and while turning.

Location: A large, level, mostly empty area.

☐ Skill one – before moving the vehicle

- Coach your teen to first search around the vehicle before entering to identify potential hazards that may not be visible once they are in their seat. Then teach your teen that they must always turn around and look backwards through the rear window when backing up. They should also use their mirrors and back-up camera.
- Have your teen shift their hips and turn around until they get a good view behind the vehicle. When backing up to the right, they should drape their right arm over the back of the passenger seat and grasp the top of the steering wheel with their left hand. When backing up to the left they should look over their left shoulder.
- Review how to use the backup camera with your teen, including what the different lines mean. Always remember that a camera cannot be a substitute for your eyes — it is meant as an additional tool to use when backing up.

☐ Skill two – backing up in a straight line

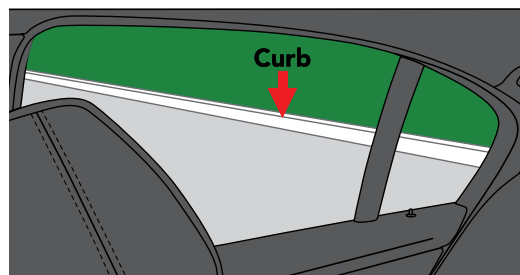
- Check all areas behind the vehicle prior to and while backing up.
- Grasp the steering wheel with the left hand and look over the right shoulder through the rear window.
- First release the brake, then use the accelerator gently, and only when necessary, to control speed. Keep it slow.
- Practice backing up as often as possible, rather than driving through parking spaces in a parking lot.

☐ Skill three – backing up in a turn

- If turning to the left, grasp the wheel with the right hand; if turning to the right, grasp the wheel with the left hand. Remind your teen to turn the wheel in the direction they want the car to travel.
- Back into the turn slowly, first releasing the brake, then using the accelerator if needed.
- Look in the direction the car is moving through the rear side windows.
- It's best to pull straight out from a driveway. Whether pulling straight out or backing out, pull into the closest lane in the direction you want to go.

☐ Skill four – aligning rear bumper to a curb

- Choose a curb (or line) for a reference point.
- Have your teen back up toward the reference point, coaching them to stop when the curb appears near the middle of the rear right window when looking over their right shoulder.
- Have your teen put the car in park and set the emergency brake.
- Have your teen get out of the car to see whether the rear bumper is close to the target.
- If adjustments are needed, have your teen try again, establishing a new reference point. Repeat as often as needed until your teen can consistently come within close proximity to the target.



The driver's view out of the back passenger window. Reference points will be different for everyone, depending on the vehicle and the height of the driver.

Slow and consistent

Emphasize that it is important to back up slowly and be prepared to stop. It is harder to maintain control of the car when it's in reverse.

Goal achieved

Supervisor initials _____

Driver initials _____

#RoadReady

 **Recommended minimum instructional time:** 5 hours

Driving on a quiet street – part one

Goal: Teach your teen to move and stop a vehicle safely and with confidence on quiet roads.

Location: Start in a large, level, mostly empty area. Move to a quiet neighborhood street when indicated.

Before moving out onto the road, make sure that your teen has reviewed the *What Every Driver Must Know* publication and other information received during driver education and is familiar with street signs, signals, pavement markings, and right-of-way and speed laws.

Skill review

Starting in a quiet, large, level, empty area, review the skills learned so far. Have your teen drive several laps around the lot, practicing smooth braking and accelerating, maintaining steady speeds, steering into right and left turns, and using reference points to align the car with curbs (or lines).

Coach your teen to use “commentary driving” (see sidebar on page 2) throughout this lesson, if possible.

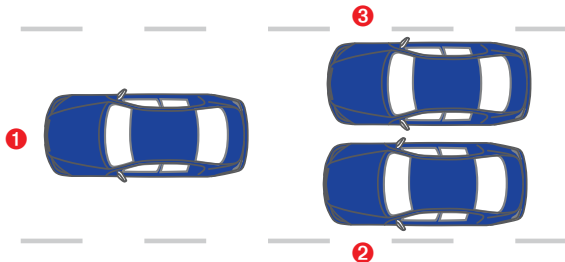
☐ Skill one – lane position

When you and your teen feel ready, move to a quiet street.

With your teen behind the wheel, first have them practice driving straight in three different lane positions. Do this for several miles, practicing each position at least 10 times:

Center position ①: The most common position, with the vehicle centered within the lane. Coach your teen that they should stay in the center position under most circumstances.

Left position ②: The vehicle positioned to the left side of the lane. This is best used when approaching parked vehicles and potential hazards on the right (if there is no oncoming traffic). It should be avoided on a hill or a curve.



Most driving is done in lane position number one.

Right position ③: The vehicle positioned to the right side of the lane. This is usually done when making a right turn to allow for a safety margin on the left side of the vehicle and when approaching a hill or curve.

☐ Skill two – intersections

Coach your teen on these techniques for safely approaching an intersection:

- Search for vehicles, pedestrians, cyclists, signs, and traffic signals.
- Check the rearview mirror for any potential hazards behind the car.
- At intersections with traffic signs, identify who has the right-of-way. Yield the right-of-way to pedestrians, cyclists, and other vehicles. Anticipate that other drivers may not appropriately yield the right-of-way. Be prepared to react if this happens.
- If turning, put on the turn signal at least 100 ft before making the turn.
- Look carefully for motorcyclists, especially if you are turning left at an intersection. A motorcycle’s small profile makes it difficult to spot and accurately judge its speed.
- If a stop is required, stop behind the white stop line or crosswalk, whichever comes first.
- Select the best lane for travel by reading signs and pavement markings.

Emergency vehicles

Make sure your teen understands what to do if they encounter an emergency vehicle. First, turn down the radio to listen for the direction of the emergency vehicle. Stay calm and pull over to the nearest curb clear of intersections, and wait for the emergency vehicle to pass.

Goal achieved

Supervisor initials

Driver initials

#RoadReady

Driving on a quiet street – part two

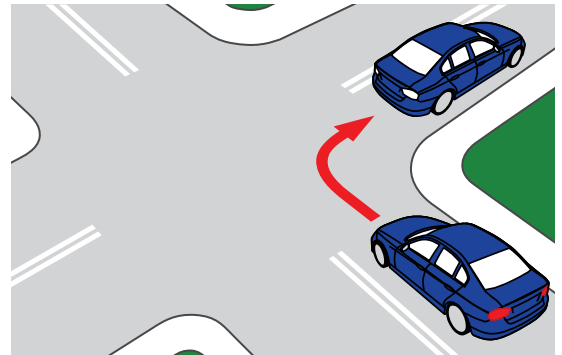
Goal: Teach your teen to turn both right and left safely and with confidence on quiet roads.

Location: A quiet block of single-lane roads, ideally without traffic signals at the intersections.

☐ Skill one – right turns

When your teen is comfortable with lane positions and intersections, it's time to practice turns. Start with right turns. Have your teen drive clockwise around the block 10–12 times:

- Pick a line at the center of the intended travel path while steering through a turn. Make sure your teen doesn't fixate on one specific spot, but instead focuses on a broader path.
- Focus on smooth braking into the turn and acceleration out of the turn, as previously practiced in the large, level, empty area.
- Always check mirrors before turns and signal at least 100 ft before turning. Check for bicyclists coming from behind on the shoulder of the road or in a bicycle lane.



Have your teen drive around the block making right turns 10–12 times. When they are proficient, drive around the block 10–12 times making left turns.

☐ Skill two – left turns

When your teen is proficient at right turns, move on to left turns. Have your teen drive counterclockwise around the block 10–12 times, coaching them on these techniques for safe left turns:

- Look carefully for oncoming motorcyclists, especially if you are turning left at an intersection. A motorcycle's small profile makes it difficult to spot and accurately judge its speed.
- Position the vehicle close to the yellow line in the middle of the road.
- If there is a stop sign or red light, stop with wheels pointed straight and make sure to stop before the stop line, crosswalk, or sidewalk, whichever is first.
- At intersections with a stop sign or signal, keep your front wheels pointed straight ahead until you start your turn. If your wheels aren't straight and another vehicle hits you from the rear, you can be pushed into oncoming traffic.
- Search the intersection in all directions for vehicles, pedestrians, cyclists, signs, and signals.
- Select a gap in traffic and pull straight forward toward the middle of the intersection. Coach your teen to avoid hesitating.
- Use the yellow line on the street being turned onto as a target. Turn into the travel lane closest to the yellow line.
- When the turn is complete, let the steering wheel slide back through the hands.
- Pick a new target 15–20 seconds ahead in the center of the travel path and accelerate gradually.

Be sure to practice with your teen in a variety of conditions, including at night and in inclement weather as much as possible.

Focus

Most drivers have a tendency to steer in the direction they look. If their eyes move to one side, the car may drift in that direction, too. Remind your teen to focus on a path line in the middle of their travel lane. The rest of the area should be scanned quickly but frequently.

Goal achieved

Supervisor initials

Driver initials

#RoadReady

🕒 Recommended minimum instructional time: 5 hours

Looking ahead

Goal: Teach your teen to develop defensive driving techniques and higher-level visual and anticipatory driving skills before moving on to more complex driving situations. In order to avoid last-second reactions by spotting potential hazards, have your teen always look 20–30 seconds down the road. When they are looking far enough ahead, they will be able to spot hazards early and be well prepared to react to them.

Location: Start on a quiet neighborhood street. Move onto a road with light traffic when your teen is ready.

☐ Skill one – P.D.A. system

The P.D.A. system helps drivers gather, filter, and act on driving information. P.D.A. stands for:

Perceive: Identify events in the scene that are relevant to you as a driver. For example, you may perceive a vehicle pulling out in front of you.

Decide: Make decisions based on the information you perceive. For example, you may decide to slow down to avoid colliding with the vehicle that just pulled out in front of you..

Act: Apply the action to our decision! For example, lift your foot off the accelerator and apply the brake.

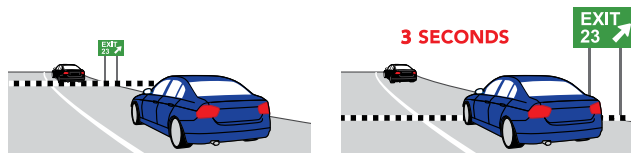
Have your teen use commentary driving as they practice the P.D.A. system. As they drive, ask them to verbally describe their thoughts, intentions and actions in order to perceive potential risks, make decisions about the problems these risks could cause and what they would do to minimize the risks (choose alternative path or change speed), then act on their decision.

☐ Skill two – stopping-distance rule

Teach your teen the stopping-distance rule, for the safest distance to stop behind another vehicle. When your vehicle stops, you should be able to see the rear tires of the car in front of you. Any closer is too close.

☐ Skill three – three-second rule

Teach your teen the three-second rule for the appropriate following distance when driving behind other vehicles. The three-second rule is an important safety measure designed to give drivers enough time to safely steer or brake to avoid problems that occur in front of them on the road.



- Start counting when the rear bumper of the vehicle in front of you passes an object.
- Count “one thousand ONE, one thousand TWO, one thousand THREE.”
- Your front bumper should not pass that same object before you’ve reached “three.”

Have your teen practice the three-second rule at least 10–12 times, counting out loud to check whether their following distance is appropriate. If the road is wet, add on an additional second. If you drive an SUV or heavier vehicle, add an additional 1–2 seconds, as it will take your car longer to stop. Always err on the side of caution and allow for more space in front of you.

Don't tailgate

Rear-end collisions are the most common type of multi-vehicle and intersection crashes. Emphasize to your teen that increasing following distance behind other vehicles is the single best thing they can do to minimize the risk of a crash.

Goal achieved

Supervisor initials

Driver initials

#RoadReady

LESSON SEVEN: TURNING AROUND

 **Recommended minimum instructional time:** 1 hour

Turning around

Goal: Teach your teen the best ways to turn a vehicle around in various circumstances.

Location: Start on a quiet neighborhood street with accessible driveways. Please be respectful of neighbors and private property. Move to a multi-lane road for U-turns if legally allowed in your area.

☐ Skill one – turning around safely

Start by coaching your teen that the safest and easiest way to turn around is to drive around the block. The less backing up, the better! Since that's not always possible, it's important to practice other ways to turn around.

☐ Skill two – two-point turns

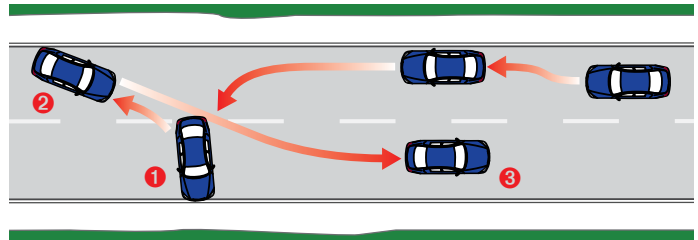
A two-point turn involves backing into a driveway to reverse direction. On a quiet street, have your teen identify an available driveway on the same side of the street as your car, at a point where they can see oncoming traffic clearly.

- Pull just ahead of the driveway, making sure there is no traffic behind the car, and activate the right turn signal.
- Make sure the road is clear behind the car and the driveway, put the car in reverse, and then back into the driveway.
- Shift back into drive and check the road for approaching traffic from both directions.
- When it's clear, turn back onto the road.

☐ Skill three – three-point turns

This more challenging turn should only be done when there is no available driveway. Three-point turns block both sides of a two-lane road, so coach your teen to make absolutely sure that the traffic is clear in both directions:

- Pull as far to the right as possible to maximize room to maneuver.
- Turn sharply across the road **1** until the car is perpendicular, facing the curb.
- Continue checking for traffic in both directions.
- Put the car in reverse and back up **2**, turning sharply in the other direction into the original lane, facing the opposite direction.
- Shift into drive and pull forward **3** into the correct lane, driving straight ahead.



Practice two-point and three-point turns at least 10 times each.

☐ Skill four – U-turns

First explain that U-turns can be very dangerous, and should only be done where they are legal.

- To begin the U-turn pull to the far right and stop.
- Be sure there is enough room to make the turn without hitting the curb or any parked cars.
- Signal to indicate the direction of the turn, checking carefully for traffic in all directions.
- Move forward, turning the wheel sharply to turn around.
- Finish the U-turn in the opposite direction and accelerate to an appropriate speed.

Legal U-turns

U-turns are illegal in many locations. Make sure you and your teen only practice legal U-turns. They should never be made across a double yellow line or where a sign indicates that they are prohibited.

Goal achieved

Supervisor initials

Driver initials

#RoadReady

The more the merrier? **The more the scarier.**



Risk of Fatal Crash

The risk of a fatal crash goes up in direct relation to the **number of teens** in the car.

For more information,
visit **Michigan.gov/NewDrivers**



Michigan Graduated Driver Licensing and Driver Education Requirements



Michigan Department of State

The big decision to begin driving

Getting a license is an important milestone for teens and their parents/legal guardians but being a beginning driver carries risks - *Traffic crashes are one of the leading causes of death for teens*. Parents/legal guardians are in the best position to determine when their teen is ready to begin driver education, progress to independent driving, and have increased driving privileges. Graduated Driver Licensing (GDL) laws are minimums for young drivers. Parents/legal guardians need to determine their own additional family rules.

A teen's first year behind the wheel is critical. GDL is designed to limit teens to safer driving environments while they build their skills and gain driving experience with the goal of reducing traffic crashes.

Be a good role model

Teens mimic their parents'/legal guardians' driving behaviors. Therefore, obey all traffic laws, correct any unsafe driving habits, and refrain from using electronic devices while driving.

Monitor your teen's driving

It takes 3-5 years for novice drivers to be exposed to the myriad of situations they will encounter. Parents/legal guardians who control access to the vehicle keys and ride along with them throughout their driving experience are in a better position to monitor their teen's driving. Various types of monitoring devices and electronic programs are available that flag risky behaviors.

Tips for parents/legal guardians

This resource provides an outline for the GDL and driver education process and is intended for parents/legal guardians to keep and refer to as their teen progresses through the steps. Parents/legal guardians are strongly encouraged to attend driver education meetings when available and take advantage of the resources available at Michigan.gov/NewDrivers.

Segment 1 Driver Education

The course is held over a minimum of three weeks and includes at least 24 classroom hours, six hours of driving, four hours of observation driving time, and a written examination. It is important for parents/legal guardians to communicate with their teen's driver education instructor to receive feedback on their teen's progress.

Requirements

- ☐ Must be at least age 14 and eight months

Level 1 Learner's License

Requirements

- ☐ Must be at least age 14 and nine months
- ☐ Successfully complete Segment 1 Driver Education

Visit a Secretary of State office

- ☐ Parent/legal guardian must accompany teen and sign the application form
- ☐ Pass a vision and health screening
- ☐ Present required documentation:
 - ☐ Michigan Driver Education Segment 1 Certificate of Completion

Proof of:

- ☐ A valid Social Security number or proof of ineligibility
- ☐ Legal presence in the U.S.
- ☐ Identity
- ☐ Michigan residency (2 documents)

For acceptable documentation, see *Applying for a License or ID Card? (SOS-428)* at Michigan.gov/SOS.

Driving restrictions

- Teens must be supervised at all times by a parent, legal guardian, or designated licensed driver age 21 or older
- No cell phones
- No texting

- Seat belts are required for everyone in the front seat and everyone under age 16 in the vehicle. Supervising adult is encouraged to require seat belts for all occupants.

Emergency Medical Card

In an emergency, having the correct medical information on hand can save lives. A Medical Alert check box is located on the back of Michigan driver's licenses and IDs to alert emergency medical responders that you are carrying a separate Emergency Medical Card. Check the box on your license or ID, complete an Emergency Medical Card, and always keep it with you.

Required supervised drive time

The major reason for crashes among newly licensed drivers is inexperience. Driver education introduces teens to the mechanics of driving, but it is just the beginning of the learning process. After receiving a Level 1 Learner's License, teens are required to continue practicing with a parent, legal guardian, or designated licensed driver age 21 or older while they gain experience in all types of situations and conditions to reduce their risk of crashing.

Requirements

- ☐ Complete a minimum of 50 hours of **supervised** driving time including 10 hours at night
- ☐ Complete a driving log

Segment 2 Driver Education

Segment 2 Driver Education includes a minimum of six classroom hours and a written exam.

Requirements

- ☐ Hold a Level 1 Learner's License for at least three months
- ☐ Complete a minimum of 30 hours of the minimum 50 hours of supervised driving time, including two of the ten hours required at night

Driving skills test

The driving skills test includes a vehicle inspection, basic control skills test, and an on-road driving test. It is administered by independent testing organizations approved by the Secretary of State. To prepare for the test, teens should review the Driving Skills Test Study Guide available at Michigan.gov/NewDrivers. Test fees charged by organizations vary – ask about fees before scheduling a test.

Requirements

- ☐ Successfully complete Segment 2 Driver Education
- ☐ Complete the minimum 50 hours of supervised driving time, including 10 hours at night
- ☐ Present required documentation to test examiner:
 - ☐ Michigan Driver Education Segment 2 Certificate of Completion
 - ☐ Completed driving log

Level 2 Intermediate License

Teens will automatically progress to a Level 2 Intermediate License when the below requirements are met – no trip to a Secretary of State office is needed.

Requirements

- ☐ Successfully pass a driving skills test
- ☐ Minimum age 16
- ☐ 90 days at-fault crash and violation-free

Driving restrictions

- No more than one passenger under age 21 except for immediate family members
- No driving between 10 p.m. and 5 a.m.
- No cell phones
- No texting
- Seat belts are required for everyone in the front seat and everyone under age 16 in the vehicle.

Passenger and nighttime restrictions are exempted: when driving to or from, or in the course of employment; while going to or from an authorized activity; or when accompanied by a licensed driver age 21 years or older. See MCL 257.310e for authorized activity details.

Parent or Legal Guardian and Teen Safe Driving Contract

Crash rates peak during the first six months that teens drive without supervision, making this an essential time for parents/legal guardians to provide guidance, oversight, and set limits. Parents/legal guardians who do this have teens who are less likely to receive traffic tickets or be involved in traffic crashes. Inexperience and immaturity combine to make young drivers especially at risk at night, after drinking alcohol, with passengers, when unbelted, and when using cellphones. Parents/legal guardians are strongly encouraged to create a personalized Parent-teen Driving Agreement available at YoungDriverParenting.org. Recommended family rules: No passengers, no nighttime driving, no electronic communication or entertainment devices, and require seat belts by all in the vehicle – regardless of age.

Level 3 License

Teens will progress to a Level 3 License when the below requirements are met. An automated confirmation letter will be sent from the Secretary of State. Teens don't need to visit an office for this step.

A parent/legal guardian may request that their teen remain at Level 2. No cell phone use except in emergencies or in compliance with the law regarding use of a hands-free or voice-operated phone or system.

Requirements

- ☐ Minimum age 17
- ☐ Hold a Level 2 Intermediate License minimum of six months
- ☐ 12 consecutive months violation and at-fault crash-free



Check it out!

Michigan.gov/NewDrivers

Driver Education

- How to find a certified program
- Segment 1 and Segment 2 expectations

Michigan Graduated Driver Licensing (GDL)

- Eligibility and documentation requirements
- Restrictions and violation consequences
- Probationary period

Parents & guardians

- Knowing your role
- Coaching your teen's driving
- Setting rules and limits
- Modeling good driving behavior

Resources

- Teen driving risk awareness
- Publications and forms
- FAQs



Michigan supervised driving log

Parents or guardians are responsible for making certain that their teen has completed no less than 50 hours of supervised driving, with 10 of those hours completed at night. The 50 hours may be completed with a licensed parent or legal guardian, any licensed driver 21 years of age or older designated by the parent or legal guardian, or a teen-certified driver education provider. The goal is for your teen to be as prepared as possible for their Level 2 Intermediate License.

A supervised driving log must be completed and presented to your teen's Segment 2 Driver Education instructor to show that at least 30 hours (including 2 hours of nighttime driving) were completed before beginning the course.

The log will need to be shown again to a Driver Testing Examiner showing that at least 50 hours (including 10 hours of nighttime driving) were completed before the teen is allowed to take the Driving Skills Test.

The log that follows and the free mobile app, RoadReady®, are the preferred formats. Other driving log formats will be accepted. If using the mobile app, RoadReady®, the information may be printed from the app or shown on the mobile device.

WITH SUPPORT FROM



Track your supervised
drive time with

RoadReady®



SCAN TO DOWNLOAD
OUR **FREE** MOBILE APP!

RoadReady®

SUPERVISED DRIVING LOG



**LOG YOUR DRIVES ON THE FORM BELOW
OR DOWNLOAD THE FREE MOBILE APP**

RoadReady®

[illegible]

Subtotal 1 & 2 Daytime Hours: _____

Subtotal 1 & 2 Nighttime Hours: _____

SUPERVISED DRIVING LOG



LOG YOUR DRIVES ON THE FORM BELOW
OR DOWNLOAD THE FREE MOBILE APP

RoadReady®

Date	Lesson No.	Day Hours	Night Hours	Weather Conditions	Supervisor's Initials	Notes
Subtotal 3 Day/Night Hours						

Additional pages may be attached.

Teen Driver's Name

Level 1 Learner's License Number

Segment 2 Driver Education

According to Section 39 [MCL 256.659] of the Driver Education Provider and Instructor Act, 384 of 2006, in order for a student to be offered a Segment 2 course, they must have successfully completed a Segment 1 curriculum driver education course, held a valid level 1 Graduated Driver License for not less than 3 continuous months, and acquired 30 or more hours driving experience on a level 1 Graduated Driver License that includes not less than 2 hours of night driving with a licensed parent or legal guardian, or with the permission of a parent or legal guardian, with any licensed driver who is 21 years of age or older.

The signature of the parent or legal guardian below signifies that the driver named above has completed the above requirements.

Daytime Hours Completed (30 Minimum): _____ **Nighttime Hours Completed (2 minimum):** _____

Parent or Legal Guardian's Signature

Date

Driving Skills Test

According to the Michigan Vehicle Code, PA 300 of 1949, as amended, a person may be issued a Level 2 graduated licensing status if the person presents a certification by the parent or guardian that the person, accompanied by his or her licensed parent or legal guardian or, with the permission of the parent or legal guardian, any licensed driver 21 years of age or older, has accumulated a total of not less than 50 hours of behind-the-wheel experience including not less than 10 nighttime hours.

The signature of the parent or legal guardian below signifies that the driver named above has completed the above requirements.

Grand Total Daytime Hours (40 Minimum): _____ **Grand Total Night Hours (10 minimum):** _____

Parent or Legal Guardian's Signature

Date



The most common cause of fatal crashes for drivers under 18 is speeding.

Talk with your teen about
driving the speed limit.

Your teen is in the driver's seat but
You're in control.

Visit Michigan.gov/NewDrivers
for resources for parents/legal guardians.

PARENT OR LEGAL GUARDIAN AND TEEN SAFE DRIVING CONTRACT

Parent or Legal Guardian and Teen Safe Driving Contract

We, _____ and _____,
 Name of teen driver Names of parents or guardians

agree to the following conditions:

TEEN DRIVER'S RESPONSIBILITIES	VIOLATION CONSEQUENCES
Obey all traffic laws including: (Violating traffic laws could result in tickets, fines, or other consequences.)	Ex. Loss of driving or other privileges for ____ weeks/months.
I will obey all traffic laws and will drive safely so I will not endanger my life or the lives of others.	
I will always wear a safety belt, and I will require front seat passengers and all other passengers under age 16 to always wear a safety belt.	
I won't consume alcohol or drugs or operate any vehicle under the influence of alcohol or drugs.	
I won't use a cell phone or text while driving including reading, typing, or sending a text message. Exceptions: reporting crashes, crimes, or other emergencies.	
At GDL* Level 2, I won't operate a vehicle between 10 p.m. and 5 a.m. unless going to or from work, an authorized activity (such as a school-sanctioned event), or accompanied by a parent, guardian, or a licensed adult age 21 years or older.	
At GDL* Level 2, I won't allow more than one non-family member under age 21 in my vehicle except when it is legal such as a school-sanctioned event or traveling to or from work.	
I won't get into the vehicle of a driver who has been drinking or using drugs. I will seek alternate transportation, or I will call my parents or guardians for advice and/or transportation at any hour from any place. I have talked with my parents or guardians and fully understand their feelings regarding underage drinking and the use of illegal drugs.	
Obey parents' or guardians' rules: (Initial all that apply)	
I will state my destination, who I am with, time of return, expected weather, and my route prior to using any vehicle. I will notify my parents or guardians if my plans have changed or if I will be more than _____ minutes late. _____ initials	
I will require that all passengers wear a seat belt regardless of their age. _____ initials	
I won't operate a vehicle while tired, overly emotional, eating, drinking, or if passenger horseplay or other distracting activities are taking place. _____ initials	
I won't operate a vehicle during these weather conditions (circle all that apply): Rain: light, moderate, heavy Snowfall: light, moderate, heavy Fog _____ initials Other _____	
I will only operate a vehicle on the following roads (circle all that apply): neighborhood, local, highway, freeway, other: _____ initials	
I will not let anyone else drive or use the vehicle entrusted to me. _____ initials	
Other: _____ initials	
Other: _____ initials	

*GDL = Graduated Driver Licensing

April 27, 2022

PARENT OR LEGAL GUARDIAN AND TEEN SAFE DRIVING CONTRACT

Parent or Guardian Responsibilities

(Initial all that apply)

I will listen in a respectful manner to explanations or concerns expressed by my teen driver regarding the operation of a vehicle or the terms of the contract. _____ initials

I will provide respectful feedback when accompanying my teen driver in a motor vehicle. _____ initials

I will serve as a good role model when operating a vehicle including not using a cell phone and instill good driving skills and habits when coaching my teen driver. _____ initials

In the event of operator impairment because of alcohol and/or drugs, I (we) agree to come and get you at any hour from any place, with no questions asked and no argument at that time, or I (we) will arrange transportation to bring you home safely. I (We) expect that a discussion of such an incident would follow later. _____ initials

Likewise, I (we) as your parent or guardian, agree to seek safe, sober transportation if I am (we are) unable to drive safely. I (We) will not drive if I (we) have been drinking, nor will I (we) ride with a relative or friend who has been drinking. _____ initials

COSTS AND MAINTENANCE OF VEHICLE

_____ will be responsible for the following: (indicate dollar amount or percentage of cost)
Name of teen driver _____

_____ Cost of vehicle _____ Cost of fuel _____ Damage to vehicle _____ Insurance costs

_____ Vehicle registration _____ Maintenance costs _____ Fines and penalties _____ Other

Check all that apply:

_____ Check oil and other fluids regularly _____ Report unusual performance _____ Inspect tires and check air pressure _____ Keep interior and exterior clean

_____ Clear or clean all windows _____ Refuel when tank is ¼ full _____ Perform normal maintenance _____ Other

Additional conditions or responsibilities as agreed to by teen and parents or guardians:

We agree to the terms of this contract and agree to review it for possible revisions on _____ Date

Signature of parent or guardian

Signature of parent or guardian

Signature of teen driver

Date

LESSON EIGHT: PARKING – PART ONE

 **Recommended minimum instructional time:** 3 hours

Parking – part one

Goal: Teach your teen to master angle and perpendicular parking.

Location: Start in large, level, mostly empty areas. You will need angled and perpendicular spaces.

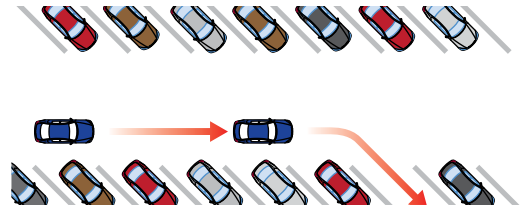
Before your teen starts parking practice, review “Lesson Three: how close are you?” and “Lesson Four: backing up.”

□ Skill one – angle parking

Less turning makes this the easiest type of parking for new drivers.

Hint: Choosing a parking spot on the left side of the car can provide more room to maneuver and a better view of traffic when backing out.

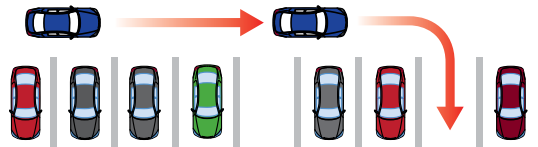
- Signal to indicate intent to turn into a parking space.
- Move forward until the steering wheel is aligned with the first pavement line marking the space.
- Look at the middle of the parking space and turn the wheel sharply at a slow, controlled speed.
- Steer toward the center of the space, straightening the wheel upon entry.
- Stop when the front bumper, on the side turning, is 6 inches from the curb or parking space line.
- After you’ve parked, put the gear in park for automatic transmissions (for manual transmissions, put the car either in first or reverse) and set the parking brake. Shut off the ignition and remove the key. Check for traffic prior to getting out. Lock the doors.
- Suddenly opening car doors can pose a very serious threat to bicyclists. When opening their car door, drivers and passengers should check their rear-view mirror, side-view mirror, then open the door with their far hand (e.g. Dutch reach).



Turn when the front of your vehicle reaches the edge of the space. Stay alert for cars backing out to leave their space.

□ Skill two – perpendicular parking

The steps are the same as angle parking, but the sharper turn into perpendicular spaces may require more practice.



□ Skill three – exiting a parking space

- With a foot on the brake, shift into reverse, which will signal that you will be backing up. Use your turn signal.
- Before moving, search all around your vehicle using your mirrors, backup camera, and looking over your shoulder side-to-side and behind.
- For angled spaces, back up straight until the driver’s seat is even with the bumper of the next vehicle on the turning side. For perpendicular spaces, back up straight until the windshield is aligned with the bumper of the next vehicle.
- Quickly turn the wheel in the direction that the rear of the car needs to go.
- Glance forward to make sure the front bumper is clear of the car on the other side.
- When the front bumper clears the other vehicle, stop, shift into drive, and pull forward to complete the exit.
- It is often safer to pull through a parking space so that you exit moving forward instead of backing out.

Turn when your outside mirror reaches the edge of the space. Always finish with your wheels straight and your car centered in the space.

Practice makes perfect

Plan to spend a good amount of time on parking practice with your teen — it’s a difficult skill to learn. Many crashes happen in parking lots, and mastering parking skills is an important way to help avoid collisions. Have your teen practice angle and perpendicular parking until proficient.

Goal achieved

Supervisor initials _____

Driver initials _____

#RoadReady

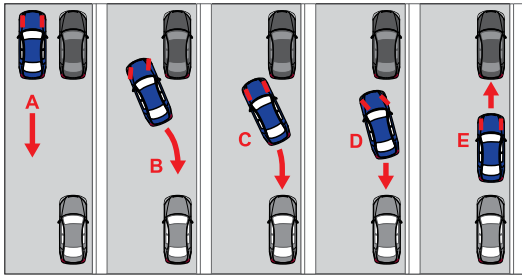
Parking – part two

Goal: Teach your teen to master parallel parking.

Location: A street with marked parallel parking spaces at a time of day when traffic is light.

□ Skill one – parallel parking

Parallel parking can be a difficult maneuver for new drivers, who do not have sufficient practice backing up so patience is key. Many drivers never learn to do it well, especially in areas where it's not common. Because of the difficulty of learning parallel parking, and because there are several different teaching methods, this skill is sometimes best taught by a professional driving instructor. Assess your own parallel parking skills and your teen's abilities before beginning.



Start by practicing with cones before graduating to practicing alongside vehicles.

- Select an available space on the passenger's side of the car.
- Signal when approaching the space and check mirrors for traffic behind the vehicle.
- Move forward past the space until lined up directly parallel to the car parked in front, 2–5 feet away. Being too close or too far away will make parking more difficult.
- With a foot on the brake, shift to reverse and turn around to check for traffic and make sure the travel path is clear.
- Release the brake, start backing up slowly, and start to make an "S" turn, turning first right and then left.

- Glance both forward and backward repeatedly to check the space around the car while turning.
- Once the rear of the car is mostly in the space, start turning in the other direction to straighten out.
- Adjust the vehicle's position as needed to center it in the space.
- Check to see if the wheels are 6–12 inches from the curb. If not, pull out and try again.
- Always check for passing vehicles and cyclists before you open your door.

□ Skill two – exiting a parallel parking space

- With a foot on the brake, shift to reverse, turn around, and back as close as possible to the vehicle behind you.
- Check your side mirror and look over your shoulder for cyclists or fast-moving cars, then signal, and shift into drive.
- Make sure the travel path is clear, then move slowly forward while steering rapidly out of the space.

□ Skill three – parallel parking on a hill

Make sure the vehicle is in park and the parking brake is properly engaged. To prevent the vehicle from rolling into traffic, instruct your teen to turn the front wheels as follows:

- Toward the curb when parking downhill
- Away from the curb when parking uphill

If there is no curb, have your teen point the wheel so that the car would roll away from traffic if it moved.

Have patience

When practicing parallel parking, your teen will probably hit the curb several times. Tell them not to worry — even the best parallel parkers do this sometimes. Coach them to pull out of the space and try again, adjusting their turning angle as needed.

Goal achieved

Supervisor initials

Driver initials

#RoadReady

LESSON NINE: MULTI-LANE ROADS – PART ONE

 **Recommended minimum instructional time:** 10 hours

Multi-lane roads – part one

Goal: Teach your teen to drive safely and with confidence on busier, more complex, multi-lane roads.

Location: A busier, multi-lane road. When beginning, choose a time with limited traffic, such as a weekend morning.

Lesson review

By now, your teen should be comfortable driving on quiet roads. Before starting multi-lane road practice, it's important to review some key information from previous lessons. The following skills are crucial to safe driving on busier, more complicated roads.

Refer to Lessons One and Two. Clearly seeing the adjacent traffic is especially important on multi-lane roads. Remind your teen to check the mirror positions when entering the car, and to constantly monitor the traffic around them.

Refer to Lesson Six. Remind your teen that when stopping their vehicle behind another one, they should be far enough back to see where the other car's tires meet the road.

Following distance (refer to Lesson Six): Review the three-second rule with your teen, emphasizing that increasing following distance is the single best way to reduce crash risk. This gives the driver visibility, time, and space to avoid crashes.

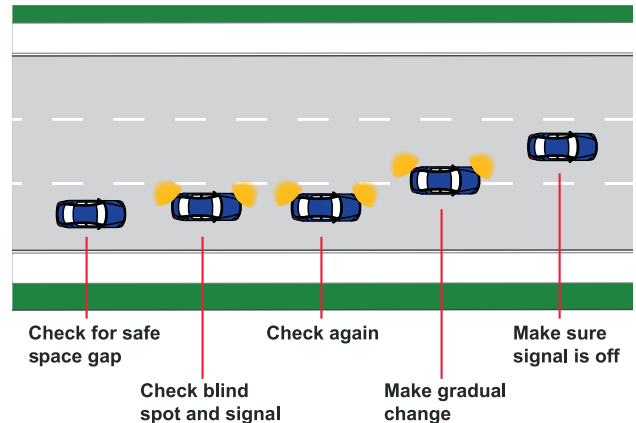
□ Skill one – safe lane changing

First, coach your teen not to change lanes unnecessarily. Studies show that while it may not look like it, most travel lanes flow at around the same rate. Changing lanes in an effort to save time doesn't actually save time, but it does increase crash risk.

Ask your teen to list valid reasons to change lanes. Good answers include: to make a turn, to avoid an obstacle, to exit the road, to park, or to pass another vehicle.

Have your teen practice these lane changing steps until proficient:

- Check traffic to the rear and the sides for an appropriate gap.
- Signal to indicate intention to change lanes.
- Recheck traffic, including a glance over the shoulder at the mirror blind spot area.
- Maintain speed or accelerate slightly before and during the lane change.
- Gradually move into the new lane.
- Adjust following distance using the three-second rule.
- If applicable, familiarize your teen with the car's lane detection warning system.



When changing lanes, always recheck traffic with a glance over the shoulder at the blind spot.

Other road users

Motorcyclists, bicyclists, and pedestrians are more difficult to see than cars because they are smaller — and drivers tend to focus on only looking for cars. Traffic, weather, and road conditions require cyclists to react differently than motorists. It can be difficult for young drivers to judge and predict their actions. Always give bicyclists and motorcyclists a wide berth and reduce your speed.

Goal achieved

Supervisor initials

Driver initials

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Multi-lane roads – part two

Goal: Teach your teen to drive safely and with confidence on busier, more complex, multi-lane roads.

Location: A busier, multi-lane road. Choose a time with limited traffic, such as a weekend morning.

☐ Skill one – right turns

Start with right turns, which are fairly simple. Right turns are always made from the right lane of the current road to the corresponding lane of the new road. Look for signs and signals that indicate whether “right on red” is allowed. Practice right turns until you feel confident that your teen is proficient.

☐ Skill two – left turns

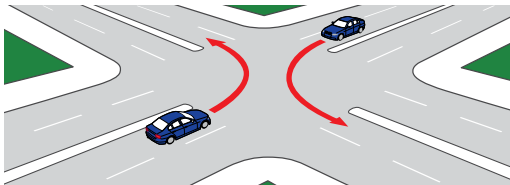
Left turns should almost always begin and end in the closest lane to the right of the yellow line. The yellow line in the lane being turned into should be your teen’s target. There are three types of left turns:

- **Protected left turns** with a designated left turn lane and left turn signal
- **Semi-protected left turns** made from a center or shared turn lane
- **Unprotected left turns** made from an active travel lane

Protected left turns should be made from the designated lane when the left turn signal displays a green arrow, using the yellow line in the lane being turned into as the steering target. Center turn lanes are for turns only and should not be used as a merge lane.

For unprotected left turns, coach your teen on these steps:

- Make sure the vehicle is in the correct lane to make a left turn.
- Signal the turn and begin slowing down at least 100 feet from the intersection.
- Move carefully into the intersection. Don’t turn the wheel until you’re ready to make the turn.
- Yield to any vehicles, bicycles, or pedestrians.
- Most crashes with motorcyclists occur when vehicle drivers are turning left.
- When there is sufficient space with no oncoming traffic, move ahead into the turn.
- Choose a steering path line in the middle of the closest lane to the right of the yellow line.



Don't turn the wheel until you're ready to make the turn.

☐ Skill three – safe passing procedures

Discourage your teen from passing other cars unnecessarily. If passing is necessary, the following steps should be observed:

- Position your vehicle more than three seconds behind the vehicle to be passed.
- Check the oncoming travel lane ahead to make sure there’s plenty of space before you try to pass.
- Check mirrors and blind spots for traffic behind you.
- Signal intent to pass and accelerate quickly to match the speed of traffic flow.
- While passing, monitor the space in front of and behind your vehicle and check the rearview mirror for the front of the car being passed. Make sure to not exceed the speed limit when passing.
- When you see the front of the passed car in the rearview mirror and your vehicle is well clear, signal intent, gently and slowly move back to the original lane, cancel the signal, and maintain speed.

Making left turns

Left turns are one of the hardest maneuvers for teens to master. Be patient. New drivers often have difficulty judging the speed and distances of multiple lanes of oncoming traffic. Practice judging oncoming vehicles’ distance from your vehicle by counting out loud the time it takes for them to reach your car from a designated point.

Michigan Lefts

Michigan Lefts or indirect left turns are commonly required at intersections. To turn left, a driver must first turn right and then use the designated left turn lane to make a U-turn and go back through the intersection in the intended travel direction.

Goal achieved

Supervisor initials

Driver initials

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LESSON TEN: CITY DRIVING – PART ONE

 **Recommended minimum instructional time:** 10 hours

City driving – part one

Goal: Teach your teen to drive safely and confidently in the complex environment of city driving.

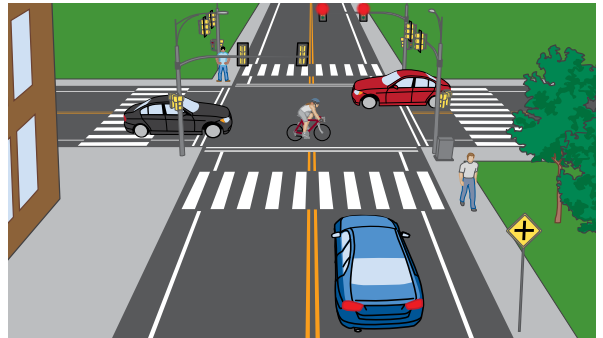
Note: City driving takes hundreds of hours, if not several years, to master.

Location: Busy, urban streets. Start at times when traffic is light, moving on to heavier traffic times as your teen gains practice.

☐ Skill one – visibility, space and time

Since the busy, crowded environment of city driving is challenging for new drivers, this is a good time to review key driving skills. **One of the most important skills for drivers is the ability to make good decisions.** City driving forces drivers to make lots of decisions quickly. The three things they need to drive safely in the city are:

- **Visibility:** To see potential problems in all directions
- **Space:** To maneuver around obstacles and avoid hazards
- **Time:** To anticipate risks and make adjustments to speed or position



Looking ahead, identifying, and anticipating potential problems is crucial for safe driving.

As you practice, have your teen focus on making decisions that will maximize visibility and space around the vehicle, increasing the available reaction time.

- **Looking ahead (refer to Lesson Six):** Congested city driving leaves very little room for error. Identifying and anticipating potential problems is crucial.
- **Covering the brake:** Coach your teen that when they spot a hazard, they should “cover” the brake by taking their foot off the accelerator and holding it in the air over the brake. This will prepare them to slow down or stop suddenly. Make sure they don’t “ride” the brake. Riding the brake confuses other drivers and puts unnecessary wear on the brakes.

☐ Skill two – identifying hazards

As you begin city driving practice, have your teen drive through several blocks to identify and name common hazards on busy, congested streets. Ask them to describe how they will safely deal with each hazard they identify.

Such hazards may include:

- Parked cars, cars entering or exiting parking spaces, and car doors opening
- Delivery trucks stopping suddenly, with drivers racing to and from the trucks
- Buses making frequent stops, loading and unloading passengers
- Blind alleys, with cars or cyclists darting out
- Pedestrians and cyclists moving unpredictably, crossing streets legally or illegally, etc.
- Limited visibility and intersections spaced at shorter intervals
- Aggressive drivers competing for lane space and parking spots
- Stop-and-go traffic flow

Scan first

Keep reminding your teen that constant awareness and looking ahead are the keys to learning to drive safely on city streets. Emphasize the idea that a green light means, “Scan the intersection first, then go.”

Goal achieved

Supervisor initials

Driver initials

#RoadReady

City driving – part two

Goal: Teach your teen to drive safely and confidently in the complex environment of city driving.

Note: *This is not a goal that will be achieved in a single session. Spend as much time as possible with your teen practicing safe city driving skills.*

Location: Busy urban streets. Start at times when traffic is light, moving on to heavier traffic times as your teen gains practice.

☐ Skill one – avoiding obstacles

Focus on lane position to avoid obstacles: City driving involves many circumstances in which travel lanes are shared, congested, and partially or fully blocked. During practice sessions on busy city roads, have your teen identify these steps to safely avoid obstacles:

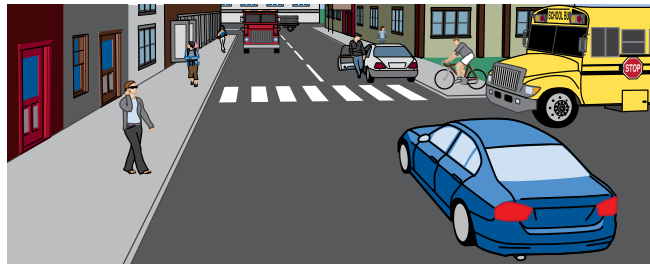
- Identify right-lane obstacles, such as stopped buses, parked cars, delivery trucks, and cyclists.
- Identify left-lane obstacles, such as vehicles waiting to make a left turn, or cars traveling in the opposite direction drifting over the center line.
- Identify the least-congested travel lane. *Hint: On a three-lane road, this is usually the center lane.*
- Position the vehicle in the lane at the greatest distance possible from any obstacles.

It can be tempting to pass vehicles on congested streets, when obstacles or traffic volume slow traffic. However, this can be dangerous, due to closely spaced intersections, irregular traffic flow, cars entering and exiting parking spots, etc. Coach your teen to avoid passing on busy city streets.

☐ Skill two – deadly distractions

What happens inside the car can be just as dangerous as what happens outside. **Engaging in distracting activities while driving can be deadly, especially for young drivers.** Ask your teen to list dangerous driving distractions. Their answers should include:

- Talking, texting, or dialing a phone
- Changing radio stations or shuffling/streaming music
- Passengers, pets, or objects moving in the car
- Eating, drinking, or smoking
- Searching for an item
- Intense or emotional conversations, or cognitive distractions, such as trying to solve a problem
- Grooming or looking in the mirror



Remind your teen to stay alert, scan their surroundings, and not fixate on any one thing.

Coach your teen to avoid distracting activities whenever possible, but especially in busy, congested environments. Remind them to focus on keeping as much space as possible around the vehicle at all times.

More is better

City driving skills take a long time to acquire. Spend as much time and drive in as many circumstances with your teen (night, inclement weather) as you are able. Plan trips to less-familiar places where you might not normally travel.

Goal achieved

Supervisor initials

Driver initials

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LESSON ELEVEN: FREEWAY DRIVING – PART ONE

 **Recommended minimum instructional time:** 10 hours

Freeway driving – part one

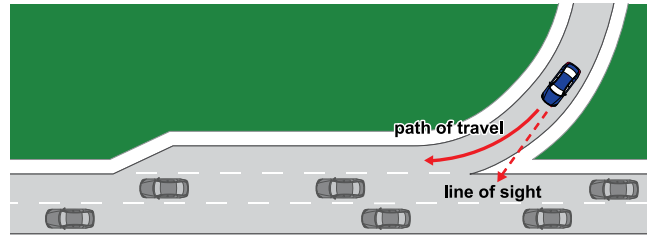
Goal: Teach your teen freeway basics and how to safely enter and exit a freeway.

Location: Start on a multi-lane freeway with easily accessible exits, at a time when traffic is light, such as a weekend morning. Move on to practice at heavier traffic times when your teen is ready.

☐ Skill one – observation

Before your teen gets behind the wheel on the freeway, have your teen spend some time on freeways with you as the driver and your teen as the passenger. Emphasize the importance of looking ahead to anticipate potential problems, and explain key freeway features, such as:

- The different kinds of interchanges
- The meanings of freeway signs and signals
- The meanings of different lane lines and markings



There is plenty of time to merge. If a gap doesn't present itself immediately, adjust your speed as early as possible in order to find one.

- **Entrance area:** This stretch allows the driver time to search the freeway and evaluate how much space they have to enter and what speed is needed.
- **Acceleration area:** The driver brings the vehicle up to the speed of freeway traffic flow.
- **Merge area:** The driver uses this space to merge into the traffic flow.

☐ Skill two – merging onto a freeway

- Check for on-ramp speed signs.
- Before the entrance area, make quick glances at the freeway, scanning for vehicles and entry gaps.
- In the acceleration area, signal to show intent to enter the freeway and adjust speed to match the traffic flow.
- In the merge area, enter the flow of traffic, checking mirrors and blind spots.
- Turn off the turn signal and begin looking ahead to anticipate problems or upcoming lane changes.
- Don't completely stop in the entrance area unless absolutely necessary.

☐ Skill three – exiting a freeway

- Identify the exit well ahead of time.
- Search traffic for problems when approaching the exit, but don't slow down on the freeway.
- Start to signal four to six seconds before reaching the ramp.
- Upon entering the ramp, tap the brakes and begin to slow down to the posted exit ramp speed limit before reaching the curve. On some ramps, be prepared to rapidly reduce your speed.

Worthy of repetition

Practice merging and exiting many times, until you feel confident that your teen is proficient. Keep coaching your teen that always being attentive and looking ahead are the keys to learning to drive safely.

Goal achieved

Supervisor initials

Driver initials

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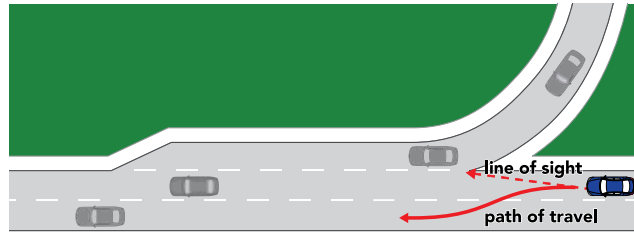
Freeway driving – part two

Goal: Teach your teen to maneuver safely in complex freeway driving environments at higher speeds.

Location: Start on a multi-lane freeway with easily-accessible exits, at a time when traffic is light, such as a weekend morning. Move on to practice at heavier traffic times when your teen is ready.

□ Skill one – steering technique

Once on the freeway, coach your teen on **steering technique**. At fast freeway speeds, excessive steering can be dangerous and lead to loss of control. Remind your teen to steer gently on freeways.



For the first several lane changes you may need to talk your teen through the decision-making process. Double-check all mirrors to make sure that the lane is clear.

□ Skill two – lane changing

In the high-speed, complex freeway environment, **lane-changing skills** are very important. Have your teen spend lots of time practicing the lane-changing and passing skills previously learned in “Skill nine: multi-lane roads,” until they are comfortable performing them at freeway speeds. Remind your teen to:

- Watch for merging vehicles and move one lane left to make space for them when needed.
- Change lanes one at a time.
- Watch mirrors for tailgaters and move to another lane to let them pass. Grow comfortable with checking blind spots frequently to be aware of the traffic around you.
- If your teen is having trouble maintaining consistent lane position, encourage them to look further down the road.
- In Michigan, if an emergency vehicle is on the side of the road with its lights activated, you must slow down at least 10 miles per hour below the posted speed limit AND move over into an open lane. If it is not possible to move over safely, pass with caution allowing as much space as possible.

□ Skill three – three-second rule

Review the **three-second rule** for following distance, learned in “Lesson Six: looking ahead.” At higher speeds it’s recommended to add more following distance. Additionally, coach your teen to also use a three-second rule for these freeway driving circumstances:

- Merging onto a freeway
- Changing lanes
- Exiting a freeway

□ Skill four – challenging road conditions

Coach your teen to **adjust travel speed and vehicle position based on weather and road conditions**. Once your teen is comfortable with and proficient at freeway driving in good conditions, spend some practice time on freeways under more challenging conditions, such as rain. Coach them to always use appropriate caution, as conditions can change quickly.

Consider planning some short day trips with your teen to a destination two to three hours away. Have them drive there and back. Find an event or place that you will both enjoy and have fun.

Higher order

Early in the training process, parental instruction tends to focus on vehicle handling. As your teen’s skills improve, try to focus on “higher order” instruction, such as scanning ahead, hazard detection, and anticipating the other driver’s behavior.

HOV Lanes

High-Occupancy Vehicle (HOV) lanes are used only during peak-hour operations. Vehicles with two or more occupants may use the HOV lanes during hours of operation. Motorcycles are welcome in the HOV lanes at any time. Learn more at www.Michigan.gov/HOV.

Goal achieved

Supervisor initials

Driver initials

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 **Recommended minimum instructional time:** 2 hours

Roundabouts

Goal: Teach your teen to maneuver safely in and out of roundabouts.

Location: Start with a single lane roundabout and move onto multi-lane roundabouts when appropriate.

Roundabouts are becoming more common in the United States because they provide safer and more efficient traffic flow than standard intersections. Statistics for roundabouts have found reductions in injury crashes of 72–80 percent and reductions in all crashes of 35–47 percent when compared to other types of intersections.

When driving a roundabout, the same general rules apply as for maneuvering through any other type of intersection.

Yield the right-of-way

As a general rule, always yield to traffic on your left when entering or driving through a roundabout.

☐ Skill one – approaching a roundabout

- Slow down. Obey traffic signs and pavement markings which direct you into the correct lane before entering.
- Yield to vulnerable roadway users before during and after traveling in roundabout.
- As you approach the yield line, look to your left.
- Vehicles in the roundabout have the right of way.
- Enter the roundabout when there is an appropriate gap in traffic. Merge with the flow of other vehicles.
- Never make a left turn to enter a roundabout.

☐ Skill two – driving in a roundabout

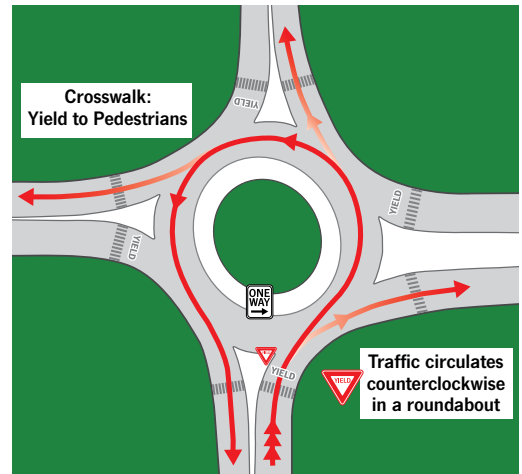
- Stay to the right of the center island.
- Avoid stopping and changing lanes.
- Exit the roundabout at nearest exit and pull over for emergency vehicles.
- Refrain from passing and give special consideration to large vehicles. Do not drive next to them as they may need to use more than one lane of the roundabout.

☐ Skill three – exiting a roundabout

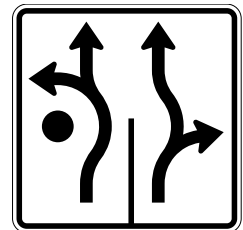
- Maintain a slow speed. If you miss your exit, drive around the roundabout to your exit again.
- Use your turn signal when exiting.
- Do not accelerate until you are past the pedestrian crossing.

☐ Skill four – two or more lane roundabouts

- In a multi-lane roundabout, if you want to make a right turn, you should be in the right lane or other lanes that are signed and marked as right turn lanes.
- In a multi-lane roundabout, if you want to go straight, observe the signs and arrows to see which lane is correct.



This example shows the traffic movement patterns through a one-lane roundabout. The one-lane roundabout is known as one of the safest and most efficient intersections.



Signage used at multi lane roundabouts. Use left lane for turning left or going straight. Use right lane for going straight or turning right. Photo courtesy of MUTCD, 2009 Edition, published by FHWA at <https://mutcd.fhwa.dot.gov>.

Goal achieved

Supervisor initials

Driver initials

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 **Recommended minimum instructional time:** As much as possible

Winter driving

Goal: Teach your teen to drive safely in adverse weather conditions.

Location: Begin in a large, level, mostly empty area. Move to quiet neighborhood streets, busier multi-lane roads, urban areas and freeways when you feel your teen is ready.

Before driving in winter:

- Prior to the beginning of winter, visit your mechanic for a tune-up and other routine maintenance.
- Check the weather, traffic, and road conditions. Avoid rushing and allow plenty of time to reach your destination safely.
- Consult your owner's manual to see if your vehicle has an antilock brake system. Learn the proper braking procedure for your vehicle.
- It's best to stay off the roads until they are cleared and treated. If you have to drive, make sure your vehicle is completely clear of snow and ice before driving. Driving can cause snow and ice to slide and block your view or fly off and strike other vehicles. In Michigan, you can be ticketed if snow and ice fly off your car and obstruct the view of other vehicles.
- Be sure to check the tread on your tires. Replace them if the tread is too low.

☐ Skill one – driving in snow

- When starting to drive in snow, keep the wheels straight. Accelerate gently to avoid spinning the wheels.
- Decrease your speed to make up for a loss of traction. Accelerate and decelerate gently. Be extra careful when braking.
- Stopping distances can be up to 10 times greater on ice and snow. Begin the slowing-down process long before a stop. Try to brake only when traveling in a straight line.
- Look ahead for potentially dangerous spots, such as shaded areas and bridge surfaces that may be icy even though the rest of the road is clear. Bridges and overpasses freeze before other road surfaces due to the air flowing underneath them.

☐ Skill two – safety around snowplows

Snowplows use distinctive flashing lights to warn you that snow removal operations are underway.

Don't Crowd the Plow!

- Give snowplow drivers plenty of room to clear snow from the roads. Snowplows often throw up snow clouds, reducing visibility on all sides of the truck.
- Plows are wide and can cross the center line or shoulder.
- Don't tailgate and avoid passing, especially on the right. Motorists attempting an illegal pass through a snow cloud on the right and/or shoulder of the road most likely won't see the plow blade and run the risk of a serious crash.
- Watch for sudden stops and turns. A snowplow operator's field of vision is restricted. You may see them, but they don't always see you.

In an emergency...

Keep an emergency kit easily accessible in your vehicle. Make sure to include winter clothes, jumper cables, ice scraper, mobile phone charger, shovel, tow rope, sand or kitty litter, flashlight and batteries, first-aid kit, emergency reflective triangles and flares, battery operated radio, nonperishable food (energy bars and water), small tool kit, duct tape, blanket, and maps. Emergencies know no season. Keep an emergency kit in your vehicle year-round.

Goal achieved

Supervisor initials

Driver initials

#RoadReady

MOTORCYCLISTS ARE HARD TO SEE.

LOOK TWICE. SAVE A LIFE.

DRIVING TIPS TO HELP YOU SAFELY SHARE THE ROAD WITH MOTORCYCLISTS

Motorcyclists are hard to see. Knowing where most collisions with motorcyclists occur can help you become safer and more confident during warm-weather months when more motorcyclists are on the roads. When you watch for motorcyclists, see more than the motorcycle – see the person under the helmet. The rider may be your friend, neighbor or relative. Here are some tips to help you remain aware of motorcyclists and keep everyone safe.

1

84% of motorcycle-vehicle crashes happen on streets, not highways.

A common misconception is that most crashes involving motorcyclists and vehicles occur on highways. Data shows that a large majority take place on city streets where a lot of vehicles are in motion.

2

Most crashes with motorcyclists occur when vehicle drivers are turning left.

Intersections are one of the biggest dangers for motorcyclists. We don't always expect to see them, and our brains sometimes do not perceive them even though they are right in our line of vision. Make sure to look twice before turning, especially to the left, and before turning ask yourself if a motorcyclist is approaching.

3

Always assume motorcyclists are closer than they appear.

Motorcycles' smaller size can cause motorists to believe they are farther away than they actually are, making their speed and distance difficult to judge. The safe decision is to wait for the motorcyclist to pass before pulling out or turning.

4

Double-check your blind spots.

It's probably no surprise that motorcyclists can get lost in a vehicle's blind spot. Be extra cautious when merging or changing lanes.

5

Don't rely on just your ears.

Many drivers count on hearing motorcycles to be alerted of their presence. You can't always hear motorcycles, and using your eyes is more effective. So, practice remaining alert at all times.

6

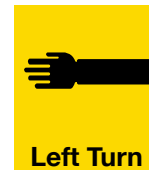
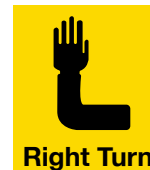
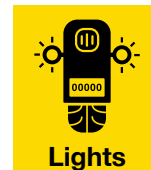
Keep your distance.

Allow motorcyclists extra space, especially on busy city streets. Motorcyclists can slow by downshifting, which won't activate the brake light, and may change positions within their lane, actions that may be unfamiliar to some drivers.

7

Know their signals.

Some motorcyclists may use hand signals or the signals on their motorcycle to indicate their intentions on the road. When using hand signals, a right turn is indicated by a left arm raised, a left turn by the left arm straight out to the side and a stop by the left arm pointed downward.



8

Avoid distractions.

Keep all devices out of reach while driving so you won't be tempted to look at them – even when you're stopped at intersections. Other distractions that can take your eyes – and your mind – off the road include GPS devices, eating, drinking and reaching for an object.



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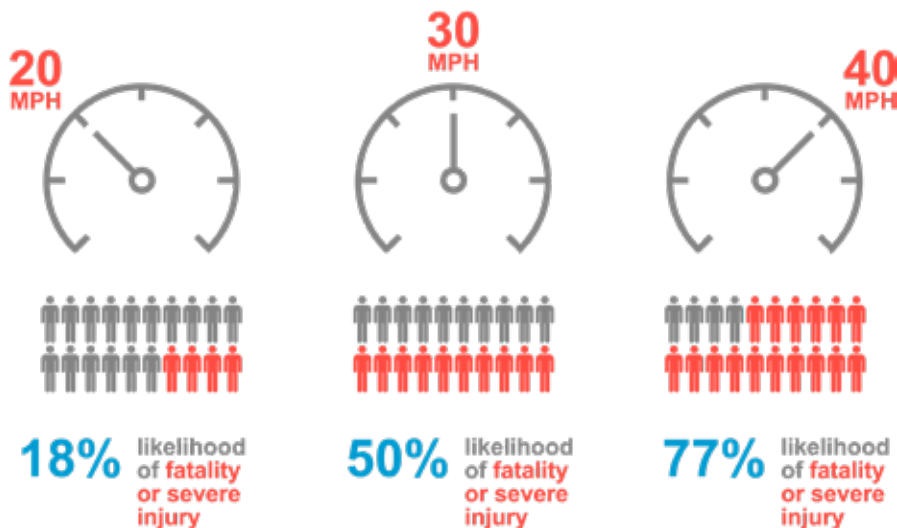
Sharing the road with bicyclists, pedestrians, and equestrians

- **Scan the street for wheels and feet:** Be especially careful to look for people walking and biking before turning at intersections and driveways.
- **Yield to pedestrians:** Pay attention to the pedestrian signal and give people walking the right-of-way.
- **Double threat:** Never pass another vehicle that has stopped or is slowing down for a pedestrian. Remember, you might not be able to see the pedestrian when you approach a stopped vehicle so be aware.
- **Watch for bikes:** People riding bicycles have the right to be on the road (and are often prohibited from riding on sidewalks), so respect their right to be there.
- **Passing safely:** Michigan law requires a minimum 3-foot safe passing distance when passing a bicyclist. If this is impracticable, a safe distance and speed is required. Some local ordinances require a greater distance. You may pass a bicycle in a no-passing zone as long as it is safe to do so. This may require motorists to use another lane or wait for a safe opportunity to pass. Don't return to your original lane until well clear of the cyclist or other vulnerable roadway user. Don't pass a person on a bike and then immediately turn right.
- **Avoid the "right hook":** Look for and yield to people biking on the right when turning right.
- **Avoid the "left cross":** Look for and yield to people walking across the street and yield to oncoming bicyclists when turning left.
- **Visibility:** Look for bicyclists at night and watch for their reflectors or lights.
- **Check blind spots:** Watch for bicyclists coming from behind, especially before turning right.
- **Doors are dangerous:** Before opening your car door, look in your mirror and physically turn your body to make sure no bicyclists are coming (e.g. Dutch Reach).
- **Equestrians:** When approaching a horse and rider or a horse-drawn buggy, reduce your speed to 15–20 mph and maintain a safe distance of at least 20 feet between your vehicle and the rider or buggy so as not to spook the horse. Pass with caution when safe to do so. Never honk the horn or rev the engine, as loud noises can startle horses.

Respect for all road users

Put yourself in the shoes of a person walking or biking. We are all trying to safely get to our destination. Respect and kindness towards other road users can go a long way.

Lowering speeds can save lives



Source: *Impact Speed and a Pedestrian's Risk of Severe Injury or Death*. Brian Tefft, AAA Foundation for Traffic Safety, 2011

Sharing the road with trucks and in work zones

Work zones

Expect the unexpected. Follow the posted speed limit and pay attention. Leave extra space between you and the vehicle in front of you, and keep a safe distance between you and workers on or near the roadway.

When driving on the highway, you are at a serious disadvantage if involved in a crash with a larger vehicle. In crashes involving large trucks, the occupants of a car — usually the driver — sustain 78 percent of fatalities.

In order to keep you and your teen safe on the road, you should be extra cautious when driving around large trucks and buses. Sharing the road with larger vehicles can be dangerous if you aren't aware of their limitations. Here are a few tips to help you drive safer to prevent a crash and minimize injuries and fatalities if one does occur:

Cutting in front can cut your life short

If you cut in front of another vehicle, you may create an emergency-braking situation for the vehicles around you, especially in heavy traffic. Trucks and buses take much longer to stop in comparison to cars. When passing, look for the front of the truck in your rearview mirror before pulling in front, and avoid braking situations.

Watch your blind spots – the “No-Zones”

Large trucks have blind spots, or “no-zones”, around the front, back, and sides of the vehicle. These no-zones make it difficult for the driver to see you. Avoid being caught in a truck's no-zones. If you can't see the truck driver in the truck's mirror, the truck driver can't see you.



Avoid squeeze play

Be careful of trucks making wide right turns. If you try to get in between the truck and the curb, you'll be caught in a “squeeze” crash. Truck drivers sometimes need to swing widely to the left in order to safely negotiate a right turn. They can't see cars directly behind or beside them. Cutting in between the truck and the curb increases the possibility of a crash. So pay attention to truck signals, and give them lots of room to maneuver.

Work zones

Work zones can be very dangerous, especially when traveling on the highway. It's important to be alert and prepared to slow down or stop. Slowing down and allowing others to merge will ensure a safe passage through work zones. Here are a few tips on work zone safety:

- **Stay alert:** Work zones are busy places where construction vehicles and workers are always moving. Be alert, and stay in the lane that is designated throughout the work zone.
- **Follow posted speed limit:** Speed limits in work zones are decreased for a reason. Always look for workers on or near the roadway and keep a safe distance between you and them.
- **Take your cues from trucks:** Work zones often pop up suddenly. If you aren't paying attention to the signs, you could find yourself in a serious crash. Since trucks have a height advantage and can see ahead of traffic, their brake light activity can provide a good signal of a slow-down or work zone ahead. Truck drivers know the stopping limitations of their trucks and pay close attention to traffic.
- **Merge gently:** Aggressive drivers can be extremely dangerous while driving in work zones. Work zones require time and courtesy. For a smooth passage through work zones, allow others to merge in front of you. Be especially considerate to trucks. They require more space to merge and are the least maneuverable vehicles on the road.

Source: U.S. Department of Transportation, Federal Motor Carrier Safety Administration

Vehicle maintenance

Proper vehicle maintenance can help prevent the most common reasons for breakdowns: failed tires, running out of gas, engine overheating, and poor battery performance.

Prevent tire-related breakdowns: Taking good care of tires can prevent crashes and breakdowns.

- Have tires inspected, rotated, and balanced by professionals every six months or 6,000–8,000 miles.
- Check tire pressure monthly, and before long trips. Check when tires are cold. Use a tire pressure gauge and find the recommended psi on the driver's side door jamb or in the vehicle owner's manual.

When a tire fails: The first thing to consider is safety. Find a safe location to stop. Look for a wide shoulder, rest stop, gas station, or parking lot. Activate hazard lights. Call roadside assistance or:

- Have a fully inflated spare tire in your car and the necessary tools.
- Practice changing a tire. Consult the vehicle owner's manual. Don't wait until you have a flat tire.

Prevent running out of gas: Fill the tank when the gauge reads one-quarter full. In winter, or in rural areas, keep the tank at least one-half full. Don't wait until the fuel light comes on.

Be prepared in case you run out of gas:

- Keep an empty one-gallon container specifically designed for gasoline in your trunk in case you need to walk to a gas station. **Never** stow a container with gas in the car.

Prevent battery problems: Car batteries usually last 3 to 5 years. Keep a set of jumper cables in the car.

- At first sign of a problem, have the battery checked and replaced if needed.
- Warning signs of a failing battery: Illuminated battery light, slow engine crank, and dimming lights.
- Keep clamps to battery terminals tight so they cannot be moved by hand. Loose terminals and corrosion will cause problems starting your car.

Be prepared for battery problems: If the car doesn't start, its battery may be dead, or the battery clamps are loose or dirty.

- Your jumper cables should be at least 20 feet long. Learn how to connect them properly.
- Stow a "jumper box." Charge it after prolonged or frequent usage.
- Have a correctly sized combination wrench to tighten loose battery clamps.

Prevent engine overheating: Common causes include low coolant in the radiator — usually due to a leak; hot weather; or a malfunctioning radiator cooling fan.

- Pay attention to the warning signs, including the needle of the engine-temperature gauge moving up past the halfway mark, and steam or vapor coming out from under the hood. If any of these conditions are present, get to a mechanic as soon as possible. Continuing to drive on an overheating engine may cause serious damage.
- Check engine coolant regularly. It should be above the 'Minimal' or 'Fill' line when the engine is cool, and at or just below the 'Max' line when it is hot. Stow a gallon of coolant or water for emergencies.

Be prepared in case your engine overheats: If your engine overheats:

- Get to a safe location as soon as possible and turn off the engine.
- Allow the engine to cool down for at least 30 minutes before checking the radiator. An overheated engine is dangerous because the system is highly pressurized with hot coolant that can severely burn you if you try to remove the radiator cap too soon.
- Before proceeding to a mechanic, turn on the heater to dissipate heat.

Preventive maintenance

Preventive maintenance prior to the winter season is best. Regularly check fluid levels such as power steering, brake, windshield washer and oil. Make sure the antifreeze is strong enough to prevent freezing of the engine and fresh enough to prevent rust. In cold weather, you also may want to change the windshield washer fluid to one containing an antifreeze agent.

Practice in other conditions

For new drivers, it can be challenging to drive in new and unfamiliar conditions such as inclement weather, different times of day, and varying traffic volume. It's best that you provide guidance before they experience these conditions on their own.

Night driving

A driver's reaction depends on their vision, which is limited at night, making it difficult to make judgments and see pedestrians, bicyclists, and other obstacles. Some tips to keep in mind:

- Glare from headlights makes it difficult to see. Looking toward the right side of the road and adjusting the rearview mirror to the night setting can help to reduce glare.
- Headlights are required from half an hour after sunset to half an hour before sunrise and any time there is insufficient light to see 500 feet away.
- High beams should only be used when other drivers won't see them, such as on roads with little traffic. Turn down your high beams when approaching an intersection.
- To compensate for reduced visibility, drive more slowly and at a greater following distance.

Rural driving

When driving in rural or country areas, there are a number of situations that require special attention.

- Watch for driveways, farm equipment, railroad crossings that might not be marked, and bridges that are narrow or poorly surfaced. Some intersections may be hidden by trees, brush, or crops.
- Animals often are found wandering along the roadway. Be alert for deer at dawn and dusk, and especially in the fall and spring (although vehicle-deer crashes can occur at any time). Watch for deer crossing signs. Slow down if you see one deer; they frequently travel in groups so chances are there'd be others nearby.
- Extra care and slower speeds should be used when driving on gravel roads because of the reduced traction. The road surface can be affected by loose gravel, slippery conditions after rain or snow, ruts in the driving lanes, and washboard conditions.
- When approaching oncoming vehicles, watch for soft shoulders or the absence of shoulders.

Driving in the rain

When rain begins to fall lightly, water, dust, oil and leaves cause the roadway to become slippery. The road is most slippery after it begins raining.

- Don't drive through a flooded area — Six inches of water can cause a vehicle to lose control and possibly stall.

Coach your teen to practice the following:

- Turn on the wipers as soon as the windshield becomes wet.
- Turn on the low-beam headlights.
- Reduce your speed and increase your following distance to 5 or 6 seconds. When roads are wet, braking distance increases.
- Be more cautious. Slow down on curves and when approaching intersections.
- Turn off cruise control.
- Turn the defroster on.

Hydroplaning occurs as a result of water on the road that is deeper than your tire tread. This reduces friction and you can lose control. If you can see deep water, reflections on the pavement, or that the car ahead leaves no tracks on the water, these are indications you could hydroplane. Prevent this by slowing down.

Fog

Use low-beam lights and fog lights if your vehicle has them. Don't use high beams — they reflect off the fog causing reduced visibility. Slow down until your speed matches your ability to see.

Supervise during new road conditions

Inexperience with driving in inclement weather can lead to very dangerous driving behaviors and consequences. Ideally, it is best if you are with your teen when they first drive in these conditions (e.g., snow, fog, rain) to coach them along so they are able to gain experience before going it alone.

Continuing education

Learning doesn't stop when your teen has received their license. It's important to continue teaching and building upon the skills they have learned. As you continue the supervision process, think about these three areas of focus:

- **Spend as much time as possible driving with your teen.**
- **Drive in a wide variety of conditions** (weather, time of day, different traffic volumes, etc.).
- **Focus on "higher level" learning:** scanning ahead, recognizing hazards, and learning to anticipate the behavior of other drivers.

Now that your teen has learned the basics of operating a vehicle safely, it is essential that they continue to drive in a variety of different conditions and road types, such as quiet neighborhood streets, multi-lane roads, and highways. Drive with them at different times of the day, in poor weather, and with varying levels of traffic. It's much better that they experience these conditions with you, rather than alone or with other teens.

Much of what has been discussed to this point has related specifically to the basic skills your teen will need to be a safe driver. Now, your goal is to ensure your teen is thinking intelligently and making the right decisions as a driver. Sometimes after teens become proficient with the basic skills, parents and guardians will often "step back," becoming less involved in their teen's supervision. But there's still a lot to learn; their teen's education is not complete.

Be clear with your teen that the training process is ongoing and that you will continue to provide input into their development so that you both stay in the learning/teaching mode.

Even the best new drivers are likely to make mistakes. These mistakes are great teachable moments for "higher order" instructions. So instead of saying, "Stop sooner," advise your teen to try to focus on looking ahead and anticipating events, with an emphasis on good judgment, good decision making, and hazard perception. The shift from a basic comment to a more advanced focus is perhaps the most essential element of educating your teen at this point in the learning process.

As your teen drives, talk to them about specific hazard areas, possible areas of conflict, and blind spots where trouble may hide. Teens tend to be less skilled at anticipating these trouble areas than experienced drivers. A good exercise is to have your teen describe the blind spots and possible areas of conflict they see. It will let you know that they are thinking, anticipating, and driving intelligently.

Drowsy driving

Staying alert means focusing on the road and not driving when fatigued. Review signs of drowsy driving, such as difficulty focusing, frequent blinking, or drifting from your lane. Remind your teen to take a break after driving for 2 hours, or after 100 miles. Teens should avoid driving at times they would normally be sleeping. Always increase following distance at night.



Final tips for parents...

1. The longer a teen holds their Learner's Permit, the less risk of crashing. Aim for at least 12 months instead of 6 months of supervised driving.
2. Consistent and varied practice can reduce your teen's crash risk. Practice driving regularly on different roads, even if you're going to and from the same place.
3. Think hard about your teen's access to a vehicle. Consider your teen sharing access to the family car, instead of getting them their own car. It is best for teens to have limited access to a car in the first months of licensure. This can reduce their risk of crashing.
4. Parents should continue to drive with their teens after they get their license! Stay involved, and try to be aware of each trip they're taking in that first year of independent driving.

Our thanks to Dr. Johnathon Ehsani and the Johns Hopkins Bloomberg School of Public Health for these tips and their ongoing research to eliminate teen crashes.

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