



## University of Arkansas Community College Batesville

### Course Syllabus

**Course Name:** Class B- Commercial Vehicle  
Driving, School Bus and Passenger Endorsement

**Course Number:**

**Class Meets:** Tuesday and Thursday

**Class Hours:** 5:00pm – 8:00pm (Class hours may  
be adjusted as needed)

**Syllabus Revised:** Spring 2023

**Instructor:**

Zachery E. Harber Ed.D

**Office Phone:** (870) 612-2081

**E-Mail:** zach.harber@uaccb.edu

**Office Location:** WTC

(Workforce Training Center)

**Office Hours:** By appointment

**Instructor to Student Ratio** = 1:4

### Required Textbooks and Materials:

- JJ Keller Entry Level Driver Training Obtaining a CDL Student Manual (Product Code 50493)
- Entry Level Driver Training Passenger and School Bus Endorsements Student Manual (Product Code 56784)
- Notebook for class notes.
- Access to reliable internet and an electronic device to access Blackboard course material.

### Course Description:

This course is structured for students preparing to obtain one or all of the following: A Commercial Vehicle Driver's License, a School Bus endorsement, and a Passenger Endorsement. Students will study vehicle driving, loading, and unloading of passengers and proper equipment inspection on a school bus. Academic portions of the course are completed using a combination of theory, backing range, over the road driving, and Blackboard Learn. Students gain hands-on experience with driving and backing a school bus. Safety is constantly emphasized and strictly enforced in the classroom, on the backing range and on the roadway. Students will be taught and expected to obtain proficiency in vehicle inspection, backing and on the road driving a school bus.

## **Course Schedule Outline**

**Class 1 (3 hrs.):** Discuss the following sections from the Arkansas CDL Manual

Section 1: Introduction  
Section 2: Driving Safely

**Class 2 (3 hrs.):** Discuss the following sections from the Arkansas CDL Manual

Section 2: Driving Safely (continued)

**Class 3 (3 hrs.):** Discuss the following sections from the Arkansas CDL Manual

Section 2: Driving Safely (continued)  
Section 5: Air Brakes

**Class 4 (3 hrs.):** Discuss the following sections from the Arkansas CDL Manual

Section 3: Transporting Cargo Safely  
Section 4: Transporting Passengers  
Section 10: School Bus

**Class 5 (3 hrs.):** Discuss the following sections from the Arkansas CDL Manual

Section 11 Review: Pre-trip Vehicle Practice  
Section 12: Basic Vehicle Control Skills Test  
Section 13: On-road Driving Test  
FMCSA ELDT- Vehicle Inspection and Backing Range Practice

***Between 5th and 6th classes: Students Complete Arkansas State Police CDL Exams (General Knowledge, School Bus, Passenger, and Airbrakes) and earn Commercial Learner's Permit***

**Class 6 (3 hrs.):**

FMCSA ELDT- Vehicle Inspection, Backing Range and Public Road Driving Practice

**Class 7 (3 hrs.):**

FMCSA ELDT- Vehicle Inspection, Backing Range and Public Road Driving Practice

**Class 8 (4 hrs.):**

FMCSA ELDT Competency Check-Off (1 hour per student)

## **Required Online Entry Level Driver Training Coursework:**

Students are required to complete the theory assessments for Obtaining a CDL, School Bus Endorsement, and Passenger Endorsement with a minimum of 80% for each respective section. These quizzes are delivered on UACCB (University of Arkansas Community College Batesville) Blackboard on your personal time. You will not be released for Arkansas State Police CDL testing until your instructor has confirmed that you have successfully met the requirements for each section.

## **Federal Motor Carrier Safety Administration - Entry Level Driver Training Theory**

### **General Knowledge**

- Chapter 01 Orientation
- Chapter 02 Control Systems/Dashboard
- Chapter 03 Pre- And Post-Trip Inspections
- Chapter 04 Basic Control
- Chapter 06 Backing And Docking
- Chapter 08 Visual Search
- Chapter 09 Communication
- Chapter 10 Distracted Driving
- Chapter 11 Speed Management
- Chapter 12 Space Management
- Chapter 13 Night Operation
- Chapter 14 Extreme Driving Conditions
- Chapter 15 Hazard Perception
- Chapter 16 Skid Control/Recovery, Jackknifing, And Other Emergencies
- Chapter 17 Railroad-Highway Grade Crossings
- Chapter 18 Identification And Diagnosis Of Malfunctions
- Chapter 23 Hours Of Service Requirements
- Chapter 24 Fatigue And Wellness Awareness
- Chapter 25 Post-Crash Procedures
- Chapter 26 External Communications
- Chapter 27 Whistleblower/Coercion
- Chapter 28 Trip Planning
- Chapter 29 Drugs/Alcohol
- Chapter 30 Medical Requirements
- Chapter 31 Human Trafficking
- Chapter 32 CSA
- Chapter 34 Crossing The Canadian Border

### **Passenger**

- Chapter 1: Post-Crash Procedures
- Chapter 2: Other Emergency Procedures
- Chapter 3: Vehicle Orientation
- Chapter 4: Pre-Trip, En-Route, And Post-Trip Inspection
- Chapter 5: Fueling
- Chapter 6: Idling
- Chapter 7: Baggage And/Or Cargo Management
- Chapter 8: Passenger Safety Awareness Briefing
- Chapter 9: Passenger Management
- Chapter 10: Ada Compliance

- Chapter 12: Safety Belt Safety
- Chapter 13: Distracted Driving
- Chapter 14: Railroad (Rr)-Highway Grade Crossings And Drawbridges
- Chapter 16: Security And Crime

### **School Bus**

- Chapter 1: Danger Zones And Use Of Mirrors
- Chapter 2: Loading And Unloading
- Chapter 3: Vehicle Orientation
- Chapter 4: Post-Crash Procedures
- Chapter 5: Emergency Exit And Evacuation
- Chapter 6: Railroad-Highway Grade Crossings
- Chapter 7: Student Management
- Chapter 8: Special Safety Considerations
- Chapter 9: Pre- And Post-Trip Inspections
- Chapter 10: School Bus Security
- Chapter 11: Route and Stop Reviews

### **Proper Attire:**

- Shirt, long pants, or long skirts and shoes or boots (No short pants or skirts).
- No open-toed shoes, sandals, or “flip flops.”
- Safety equipment necessary for the task being performed. (Safety Glasses, Gloves, Hard Hats)

### **Classroom, Backing Range, and On the Road Behavior:**

- Safety equipment must always be used.
- You must behave in a way reflecting respect for others and their opinions, and an interest in learning.
- Cell phones and other electronic devices are not allowed on the backing range or during on the road driving sessions (NO ear buds).
- To maintain the best learning environment, please refrain from talking, whispering, or chatting with others on subjects not related to class work, or other behavior inconsistent with classroom order and proper academic behavior and learning.
- All activities on the backing range and over the road must be supervised.
- All backing range rules and traffic laws must be always followed:
- Do not move any vehicles without direct supervision.
- Do not climb on/in any elevated surface without direct supervision.
- Drive slowly.
- Keep the window down.
- Do not deviate from directions given by the instructor.