



# ARKANSAS DRIVER LICENSE STUDY GUIDE



**VOLUME 1 – EDITION 8**

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# LITTERING: IT'S AGAINST THE LAW.

With a driver license comes the responsibility of being familiar with the laws of the road. As a driver you are accountable for what may be thrown from the vehicle onto a city street or state highway.

## 8-6-404 PENALTIES

(a)(1)(A)(i) A person convicted of a violation of § 8-6-406 or § 8-6-407 for a first offense shall be guilty of an unclassified misdemeanor and shall be fined in an amount of not less than one hundred dollars (\$100) and not more than one thousand dollars (\$1,000).

(ii) An additional sentence of not more than eight (8) hours of community service shall be imposed under this subdivision (a) (1) (A).

(B)(i) A person convicted of a violation of § 8-6-406 or § 8-6-407 for a second or subsequent offense within three (3) years of the first offense shall be guilty of an unclassified misdemeanor and shall be fined in an amount of not less than two hundred dollars (\$200) and not more than two thousand dollars (\$2,000).

(ii) An additional sentence of not more than twenty-four (24) hours of community service may be imposed under this subdivision (a) (1) (B).

(2) In addition to those penalties, any violator may also be required to remove litter from alongside highways and at other appropriate locations for any prescribed period.

(b) Any person who violates § 8-6-406 or § 8-6-407 and who is found to have committed the prohibited acts in furtherance of or as a part of a commercial enterprise, whether or not that enterprise is the disposal of wastes, shall be guilty of commercial littering and shall be guilty of a Class A misdemeanor. Additionally, those convicted may be required to remove any litter disposed of in violation of this subchapter.

(c) Any person who violates any provision of § 8-6-408 shall be guilty of:

(1) An unclassified misdemeanor for a first offense and shall be fined one thousand dollars (\$1,000) and sentenced to one hundred (100) hours of community service; and

(2) A Class A misdemeanor for a second or subsequent offense.

(d)(1) All or any portion of the fines, community service, and imprisonment penalties provided by this section may be suspended by the judge if the violator agrees to remove litter from alongside highways and at other appropriate locations for a prescribed period.

(e) In addition to all other penalties, any person convicted of a violation of § 8-6-406 or § 8-6-407 who fails to pay any fines assessed in accordance with the findings and orders of the

court shall have his or her driver's license suspended for six (6) months by the Department of Finance and Administration, upon receipt of an order of denial of driving privileges from the court pursuant to this section.

## 8-6-407 COMMERCIAL REFUSE HAULING BY UNCOVERED VEHICLES

It shall be unlawful for any person engaged in commercial or for-hire hauling to operate any truck or other vehicle within this state to transport litter, trash, or garbage unless the vehicle is covered to prevent its contents from blowing, dropping, falling off, or otherwise departing from the vehicle. In addition, any person operating his own truck or other vehicle to transport litter, trash, or garbage shall take reasonable steps to prevent its contents from blowing, dropping, falling off, or otherwise departing from the vehicle. However, no vehicle hauling predominately metallic material shall be required to be covered if it is loaded in a manner which will prevent the material from falling or dropping from the vehicle.

## 8-6-408 DISCARDING CERTAIN ITEMS PROHIBITED

It shall be unlawful for any person to place or cause to be placed any junk motor vehicle, old vehicle tire, or inoperative or abandoned household appliance, or part thereof, upon the right-of-way of any public highway, upon any other public property, or upon any private property which he does not own, lease, rent, or otherwise control, unless it is at a salvage yard, a permitted disposal site, or at the business establishment of a demolisher.

## 8-6-409 PRIMA FACIE EVIDENCE AGAINST DRIVERS

If the throwing, dumping, or depositing of litter was done from a motor vehicle, except a motor bus, it shall be prima facie evidence that the throwing, dumping, or depositing was done by the driver of the motor vehicle.



## ✪ ARKANSAS STATE POLICE ✪

### WHAT TO DO WHEN YOU ARE STOPPED BY A LAW ENFORCEMENT OFFICER

The steps outlined below provide drivers with basic information of what to do when stopped by a law enforcement officer or when passing a law enforcement officer stopped alongside a roadway to ensure the officer's safety, the safety of the driver and any passengers.

1. Pull over to the right side of the road – activate your turn signal or emergency flashers to indicate to the officer that you are seeking a safe place to stop.
2. If you are unsure if you are being stopped by an actual police officer, activate your turn signal or emergency flashers and pull to the nearest well-lit location, or dial 9-1-1 and request confirmation that an actual police officer is attempting to stop you.
3. Pull to the nearest/safest spot out of the traffic lane (Do not stop on bridges or overpasses).
4. Remain in the vehicle unless instructed by the officer to exit.
5. Ensure that both hands are visible to the officer as he or she approaches (ex: placing your hands on the top of the steering wheel) and at all times during the stop.
6. Do not make any sudden movements while looking for your documents or throughout the stop.
7. If you are stopped at night, turn on the interior lights of the vehicle if possible so that the officer can see you more clearly.
8. Turn off the radio, put down any mobile devices, and give the officer your full attention during the stop.
9. The officer should introduce himself or herself by name, the agency he or she represents, and tell you the reason for the stop (A.C.A. § 12-12-1403).
10. In accordance with Arkansas laws (A.C.A. §§ 27-22-104, 27-16-601, and 27-14-714), you are required to provide the officer with your driver's license, proof of insurance and vehicle registration when requested.
11. Inform the officer where the documents are located and ask before reaching to retrieve them.
12. Be sure to inform the officer if there is a weapon in the vehicle, the type of weapon and the location. **You should not reach for the weapon.** Follow the instructions of the officer concerning any weapon inside the vehicle.
13. If you have a concealed carry permit, present it to the officer with your driver's license.
14. The officer may approach the driver's side or the passenger side of the vehicle. Do not be alarmed. The officer will approach in the safest manner possible.
15. Be courteous to the officer, even if you disagree with his or her actions.

16. If you wish to contest a citation, you should contact the court listed on the citation. Do not attempt to argue with the officer on the side of the road.
17. You may be required to sign a citation. Signing a citation is not an admission of guilt. It is just a promise to appear in court at the designated time or to pay the fine before the court date. Failure to sign a citation, if required, may force the officer to conduct a physical arrest and require that you post a bond prior to release. This may also result in the impoundment of your vehicle.
18. If you observe a traffic stop that does not involve you, do not approach the officer.
19. If you are passing an officer or other authorized vehicle stopped on the side of the road, Arkansas Law (A.C.A. § 27-51-310) requires that you move to the farthest lane or position away from the authorized vehicle as you pass. If it is unsafe or not possible to change lanes, then the law requires you to reduce your speed as you pass. In all cases the driver shall exercise due caution.

Following these tips doesn't mean that you won't get a citation, but it does mean that you are doing what you can to ensure the safety of the general public and the law enforcement officers that you may encounter.



## MOTOR VEHICLE LICENSE PLATE RENEWAL THROUGH THE USE OF TECHNOLOGY

Technology has allowed Arkansas to provide vehicle owners convenient methods to renew passenger car, pickup, and motorcycle license tags, and avoid making a trip to a Revenue Office.

After receiving their renewal notice—and if the notice reflects that their vehicle is currently assessed, personal property taxes have been paid, and they have current insurance—vehicle owners may use the online renewal system by accessing [www.arstar.com](http://www.arstar.com). Tags may be renewed online via their smart phone, personal computer, or tablet. Persons renewing their registration through AR Star will receive their new registration certificate and license plate decals in the mail within 3 to 5 days. Even if they wait until the end of the month, they may print a receipt to keep in their vehicle, which will be recognized by law enforcement until their new decal is received.

Vehicle owners may also renew by phone by calling 800-941-2580 and follow the prompts using their telephone keypad. As with the online renewal, the registration certificate and license plate decals will be received in the mail within 3 to 5 days. With online or phone renewal, payment is made by credit card or e-check.

Selected Arkansas State Revenue offices have implemented a new automated kiosk system to simplify the vehicle renewal process and improve traffic flow in Revenue Offices. Persons using the kiosk system can avoid waiting in line and will leave with their new registration and license plate decals in hand. The kiosk is the same system used for online renewals.

Another feature offered through technology is a method to remind citizens of the steps that must be taken before they renew their tags. Citizens may access this feature at [www.DueBeforeYouRenew.com](http://www.DueBeforeYouRenew.com) to sign up for alerts indicating when it is time to assess personal property, pay property tax, and when their vehicles are due for renewal. This notification system was created using a new app known as Gov2Go and was created in partnership with the Information Network of Arkansas. Gov2Go can be downloaded at [www.getgov2go.com](http://www.getgov2go.com).



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**PLEASE RETURN THIS STUDY GUIDE  
TO YOUR DRIVERS LICENSE EXAMINER**



*Published January 2017*

## INTRODUCTION

This study guide offers information about Arkansas rules of the road and how to apply safe driving practices. When the rules and safe driving practices are followed this manual will serve not only as the foundation to help you become a good driver; but also to help you prepare and pass the knowledge and skill (driving portion) part of the exams.

Be sure to read the drivers manual carefully. The more you are familiar with the information within the guide, the higher your chances for passing the knowledge exam and skills test. Reading the manual will inform you of the documents needed to test.

The Arkansas State Police is not associated with any Phone Apps or any other website or drivers manual other than the manual provided by the Arkansas State Police.

### **ACT 1289 of 2015**

**THIS ACT REQUIRES A \$5.00 FEE FOR EACH WRITTEN EXAMINATION. THERE SHALL BE NO LIMIT TO THE NUMBER OF EXAMS CHARGED AT THE TIME OF LICENSE.**

**THE FEE WILL BE ADDED TO THE COST OF YOUR DRIVER'S LICENSE AND COLLECTED BY THE ARKANSAS DEPARTMENT OF FINANCE & ADMINISTRATION.**

**THE EXAM FEE SHALL BE SEPARATE FROM THE DUPLICATE FEE.**



# THE DRIVERS LICENSE

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Anyone who operates a motor vehicle, motorcycle, motor-driven cycle, or motorized bicycle on public highways in Arkansas is required to have a license or certificate. Drivers are required to have an Arkansas driver license, if they have moved into the state for more than six (6) months as a non-resident, or within thirty (30) days of becoming a resident.

Proof of Residency:

27-16-606. When residents and nonresidents to obtain state registration and license

- (a) Within thirty (30) calendar days of becoming a resident, any person who is a resident of this state shall obtain an Arkansas driver's license in order to drive upon the streets and highways of this state.
- (b) Any nonresident who has been physically present in this state for a period of six (6) months shall obtain an Arkansas driver's license in order to drive upon the streets and highways of this state.

The following individuals can drive on Arkansas streets and roadways provided they have a valid license from another state or an individual, who is at least sixteen years old.

- *Military* – Members of the Armed Forces on active duty, or members of foreign military on temporary duty with the U.S. Armed Forces. Act 235 of 2005 permits U.S. military spouses to obtain an Arkansas Driver License without testing, if the spouse has held a driver license that expired while residing outside the United States.
- *Student* – Students attending classes who are considered non-residents under rules regulating payment of tuition. Examples: College or Exchange Students

An individual may obtain driver license if:

- You are at least fourteen (14) years of age (restricted license)
- You are at least eighteen (18) years of age (non-restricted license)
- You are under eighteen (18) years of age and submit the Department of Finance & Administration Notification Driver's Attendance Form (i.e. school form)
- You can submit proof of name, residential address, and date of birth.
- You have a parent or legal guardian to consent, if under eighteen (18) years of age.
- You pass a drivers knowledge and skills test.
- You have a valid hard copy driver's license from another state. Cannot be expired for more than thirty (30) calendar days.
- You are not suspended or revoked or expired or denied in whole or in part by Arkansas or any

other state, or one year has passed from any revocation.

- You legally reside within the United States
- You have not been judged by a court to be mentally incompetent, an alcoholic, or a habitual user of illegal narcotics.
- You have no judgments pending for a moving traffic violation.

## **TYPES OF GRADUATED DRIVERS LICENSES**

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On July 1, 2001, Arkansas implemented a graduated driver license program. This program was designed to allow drivers to gradually become safe and experienced drivers, while continuing the learning process of driving upon our street and highways. For further information concerning the graduated license program contact Arkansas Department of Finance & Administration, Office of Driver Services at (501)682-7059 or <http://www.arkansas.gov/dfa/>.

Instruction Permits (except Motorcycle), Learner's Licenses, Intermediate Licenses and Class D Licenses may operate an automobile or other four-wheel vehicle with a gross weigh rating (GVWR) under 26,001 pounds. Any vehicle designed to transport sixteen (16) or more passengers or transport "hazardous material" must have a Commercial License. For more information, please refer to the Arkansas Commercial Driver License Manual or visit the Arkansas State Police website at [https://static.ark.org/eeuploads/asp/cdl\\_manual\\_2003.pdf](https://static.ark.org/eeuploads/asp/cdl_manual_2003.pdf).

**Instruction Permit-** An individual who does not have an Arkansas driver license must obtain an Arkansas instruction permit to practice their driving skills. The applicant with an instruction permit may drive with a licensed driver twenty-one (21) years of age or older, who is occupying a seat beside the driver. A motorcycle permit does not require a licensed driver.

In order to apply for an instruction permit, the applicant must be at least fourteen (14) years of age. The applicant must pass the knowledge exam and vision test to receive the instruction permit. If the applicant is under eighteen (18), the applicant must present an original birth certificate, Department of Finance & Administration Notification Driver's Attendance Form for Students (school form) and parent or legal guardian to sign the application. The permit will be issued for 1 (one) year from the date of passed knowledge exam. The permit cannot be extended past one (1) year.

All passengers riding in a motor vehicle with a driver, who has an instruction permit must wear seat belts.

**Learner's License-** This is a restricted license issued to persons between fourteen (14) and sixteen (16) years of age. In order to receive a Learner's License, the applicant must have a valid Instruction Permit indicating a completion of the knowledge exam, vision and skills test. Upon completion the applicant will return to any Arkansas Revenue Office to receive the Learner's License. This license will be restricted until the applicant's sixteenth (16<sup>th</sup>) birthday AND the six (6) months of restricted driving is complete.

A person operating a motor vehicle with a Learner's License must be accompanied by a licensed driver who is at least twenty-one (21) years of age and all passengers must wear seat belts.

The use of a cell phone, whether it is talking or texting, is prohibited by law except for an emergency.

The applicant cannot be involved in any traffic crash or be convicted of a serious traffic violation within the preceding six (6) months prior to application.

**Intermediate License-**This license is a restricted license issued to persons between sixteen (16) and eighteen (18) year of age. In order to receive an Intermediate License, the applicant must have a valid Instruction Permit indicating a completion of the knowledge exam, vision and skills test. Upon completion the applicant will return to any Arkansas Revenue Office to receive the Intermediate License. The applicant will be restricted for six (6) months from the date of permit issuance or until the applicant's sixteenth (16<sup>th</sup>) birthday, if the six months has been met when the applicant turns sixteen (16), no restriction will be applied to the Intermediate license. A person operating a motor vehicle with a restricted Intermediate License must be accompanied by a licensed driver who is at least twenty-one (21) years of age, until the restricted time is complete and all passengers must wear seat belts. The period of restricted time is recorded on the reverse side of the driver's license.

The applicant has remained free of serious accident and conviction of a serious traffic violation for at least the previous six (6) months prior to application.

The use of a cell phone, whether it is talking or texting, is prohibited by law except for an emergency.

A driver with an intermediate license shall not operate a motor vehicle with more than one (1) unrelated minor passenger unless accompanied by a licensed driver twenty-one (21) years or older, who is occupying the front seat of a motor vehicle. A driver with an intermediate driver's license cannot operate a motor vehicle between the hours of 11:00 pm and 4:00 am unless accompanied by a licensed driver twenty-one (21) years of age or older, driving to and from school activity, church activity, job, or an emergency.

**Class D License-** This is a non-restricted license issued to persons eighteen (18) years of age or older. In order to receive a Class D License, the applicant must have a valid Instruction Permit indicating a completion of the knowledge exam, vision and skills test. Upon completion the applicant will return to any Arkansas Revenue Office to receive the Class D License.

The applicant for a Class D must be free of serious accident and conviction of a serious traffic violation for at least the previous twelve (12) months prior to application.

A Class D driver who is at least eighteen (18) but less than twenty-one (21) years of age may use a hands-free wireless telephone or device for interactive communication while driving. A hand-held wireless telephone can only be used for emergencies. Text messages are not allowed regardless of age.

**Class M (Motorcycle) License-** This license is a non-restricted motorcycle license issued to persons sixteen (16) years of age or older to operate a motorcycle on public roadways. In order to receive a Class M License, the applicant must have a valid Instruction Permit indicating a completion of two knowledge exams: (1) a knowledge exam for a driver license and (2) motorcycle knowledge exam. The applicant must pass a vision test and a motorcycle skills exam. Upon completion the applicant will return to any Arkansas Revenue Office to receive the Class M (Motorcycle) License.

Applicants, who possess a valid Class D License, must complete a motorcycle knowledge exam, vision test and a motorcycle skill exam.

The motorcycle skill exam can be waived with successful completion of a Motorcycle Safety Foundation Riders Course. The certificate received must be returned to an Arkansas State Police Examiner within ninety (90) days of course completion.

All applicants between the ages of sixteen (16) to seventeen (17) must submit an original birth certificate, Department of Finance & Administration Notification Driver's Attendance Form for Students (school form) or Notice of Intent to Home School and parent or legal guardian to sign the application. The permit will be issued for a year from the date of passed knowledge exam. The permit cannot be extended past one (1) year.

***Class MD (Motor Driven Cycles)*** - This license is a restricted license issued to persons between fourteen (14) and sixteen (16) years of age. In order to receive a Class MD License, the applicant must have a valid Instruction Permit indicating a completion of two knowledge exams: (1) a knowledge exam for a driver license (no skills required) and (2) motorcycle knowledge exam. The applicant must pass a vision test and a motorcycle skills exam. Upon completion the applicant will return to any Arkansas Revenue Office to receive the Class MD (Motor Driven) License. The MD License is restricted to operating motorcycles displacing 250-cubic centimeters or less.

If the applicant is between fourteen (14) and sixteen (16) years of age, the applicant must present an original birth certificate, Department of Finance & Administration Notification Driver's Attendance Form for Students (school form) and parent or legal guardian to sign the application. The permit will be issued for 1 (one) year from the date of passed knowledge exam. The permit cannot be extended past one (1) year.

The motor driven skill exam can be waived with successful completion of a Motorcycle Safety Foundation Riders Course. The certificate received must be returned to an Arkansas State Police Examiner within ninety (90) days of course completion.

***Motorized Bicycle (MB) Certificate***- This is a restricted certificate issued to persons between the ages of fourteen (14) and sixteen (16) years of age as of July 27, 2011. This certificate will expire on the applicant's sixteenth (16<sup>th</sup>) birthday. Motorized Bicycle Certificate restricts the operation of a motorized bicycle or motorcycles displacing fifty (50) centimeters or less. In order to receive a Motorized Bicycle Certificate, the applicant must have a valid Instruction Permit indicating a completion of two knowledge exams: (1) a knowledge exam for a driver license (no skills required) and (2) motorcycle knowledge exam. The applicant must pass a vision test and a motorcycle skills exam.

A person possessing a Class A, Class B, Class C, Class D, Intermediate, Learner's, Class M or Class MD License can legally operate a motorized bicycle or motorcycle displacing fifty (50) cubic centimeters or less.

### ***Vision Requirement***

Arkansas Code Annotated §27-16-704 (b)(3)(4)(5)(6) requires that every applicant pass a vision test before issuance of a driver's license or instruction permit. A minimum uncorrected visual acuity of 20/40 is required for an unrestricted license, or a minimum corrected visual acuity of 20/70 is required for a restricted license (must wear glasses or contact lenses when driving). Also, your field of vision must be 140° for a person with two (2) functional eyes or 105° for a person with one (1) functional eye. If you are

unable to pass the vision test given by the Arkansas State Police for the issuance of your drivers instruction permit, you will be given an eye form to take to an eye care professional. This form must be returned to the Examiner before receiving a permit. If you are required to purchase contacts or glasses, please bring them with you when you return to the testing site.

### **Keeping the Drivers License**

In order to keep your driver's license, you must obey Arkansas Laws and drive safely at all times. You can lose your license for:

- Being convicted of driving under the influence of alcohol or drugs.
- Refusing a request by law enforcement officer to be tested for alcohol or narcotics intoxication.
- Leaving the scene of an accident in which you are involved without identifying yourself.
- Failing to notify the Department of Finance & Administration of a reportable traffic crash in which you were involved.
- Giving false information when you apply for a driver's license.
- Failing to show proof of financial responsibility by failing to settle a financial judgment made against you for damages resulting from a motor vehicle crash.
- Attempting to change the information on your license or using another person's license when attempting to purchase an alcoholic beverage.
- Failing to appear for re-examination when requested to do so by the office of Driver Services.
- Using a motor vehicle to commit a felony or death caused by a motor vehicle crash.
- Accumulating excessive points against your driving record.
- Allowing another person to use your driver's license.

Failure to disclose any information about a previous driver license or presenting any false information or altered documents can result in loss of future driving privileges and/or arrest for fraudulent application.

**Countries Exempt from Testing:** The following countries are not required to test: due to a reciprocal agreement with these countries and may be issued an Arkansas Driver's License. The applicant must be referred to the Department of Finance and Administration for further assistance.

Exempt: Manitoba Canada, Germany, France, Taiwan, and South Korea

## ACCEPTED IDENTIFICATION LIST

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### **Applicants Eighteen (18) years or older:**

All new applicants applying for an Arkansas driver license are required to provide proof of legal presence in the United States as well as proof of identity before testing. The following documents are accepted as proof for 18 years and older:

- Two Primary Documents; or
- One Primary and One Secondary

### *Accepted Primary Documents*

- U.S. Birth Certificate (No Foreign Birth Certificates are accepted)
- Birth Abroad Certificate
- Employment Authorization Card
- Foreign Passport (with U.S. Visa and I-94, can be printed online <https://i94.cbp.dhs.gov/I94/#/home>)
- INS Certificate of Citizenship (N-560, N-561, or N-645)
- INS Naturalization Certificate (N-550, N-570, or N-578)
- INS Permanent Resident Card (I-551, I-151, AR-3, AR-3A, or AR-103)
- U.S. Passport or U.S. Passport Card
- Photo INS Document (No Border Crossing Cards)

### *Accepted Secondary Documents:*

- Arkansas State ID or Valid Out of State ID
- Photo Work/School ID
- Vehicle Registration and/or Title
- Bureau of Indian Affairs/Indian Treaty Card (no tribal cards)
- Marriage Certificate or Marriage License
- Health Insurance Card (includes Medicare/Medicaid and AR Kids until age 19)
- IRS/State Tax Forms (W-2 Form is not acceptable)
- Court order (must be signed and sealed)
- Concealed Handgun License
- Certified School Transcript
- Pilot License
- Court Records
- Prison Release Document or Sentencing Order
- Military Photo ID/Military Dependent Photo ID or Armed Forces Discharge Papers (DD214)

Additional documentation may be required if the documentation submitted appears questionable or if the issuing agency has reason to believe the applicant has claimed a false identity.



## Arkansas State Police Driver's Testing 1-2-3 Checklist

Before written drivers license can begin, applicants under the age of eighteen (18) must have these three (3) items:

### 1. Original or Certified Copy of a BIRTH CERTIFICATE

- No Hospital Birth Certificates or Birth Registration Cards.
- No Photocopies or Scanned Documents.
- Born in Arkansas and need a copy of your birth certificate? Call (501)-661-2336.
- U.S. citizens born out of country must present a "Birth Abroad Certificate".
  - ✓ Persons with lost certificates may contact birth country's embassy.
- Non-U.S. Citizens must present Passport with U.S. Visa and current I-94, Permanent Resident Card, Employment Authorization Card, Naturalization Certificate or Certificate of Citizenship.
  - ✓ No photocopies, No foreign birth certificates or translated birth certificates will be accepted.
- Out of Country Adoptions- Must present entry document (U.S. Passport or Current Permanent Resident Card, Certificate of Naturalization or Certificate of Citizenship)
  - ✓ For more information and guidance: Contact Customs & Border Protection (501)618-8034
  - ✓ No photocopies or translated documents will be accepted.

### 2. Signature of Parent or Legal Guardian §27-16-702

- Parent must be present with a State Drivers License or State ID.
- Legal Guardians must be present with State Drivers License or State ID and court documents establishing guardianship.
- A step-parent may sign with the following ID: Marriage License and a State Drivers License or State ID.
- A Financial Responsibility Form may be substituted for the following groups:  
*Job Corps, Youth Challenge, Exchange or Boarding School Students*  
\*See an Arkansas State Police Drivers License Examiner before you plan to test.

### 3. School Attendance or Notice of Intent to Home School Form or GED or High School Diploma (No online diplomas accepted). §27-16-701(1)(A)(i)(a)

- **School Attendance Forms-** (No report cards or transcripts will be accepted)- contact your school counselor or principal.
  - ✓ School attendance forms should be signed, sealed and dated.
  - ✓ This form is valid through the current semester. If a knowledge exam is not passed by the end of the current semester the student will be required to submit a new school form after January 10<sup>th</sup> or June 10<sup>th</sup>, when new semester grades are calculated.
  - ✓ School forms dated after June 10<sup>th</sup> will be valid though the summer.
- **Notice of Intent to Home School-** contact your School Superintendent
  - ✓ Notice of Intent to Home School forms must be issued for the current school year. The forms will be valid from August of the current year through August of the following year.  
Example: Issued August of 2014  
Valid until August 2015
  - ✓ Notice of Intent to Home School forms must be notarized.

**Important Information: If you wear contacts or glasses, please bring them with you to test!**

## BEFORE YOU DRIVE

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Before you drive take time to assess your trip, especially if driving in hazardous weather. If traveling Arkansas roadways you can contact the Arkansas State Highway and Transportation Department for current road conditions. Contact toll free (800)245-1672 or Local (501)569-2374 for the latest recorded information on weather-related road conditions.

### Inspecting Your Vehicle

Take a moment before you drive to check the safety of your vehicle. A vehicle in poor operating condition is unsafe and could cause you to become disabled along the roadside or even cause an accident. Vehicles in sub-standard operating condition may not respond well to a driver's reaction in an emergency situation or collision. A vehicle in good operating condition will always provide a greater margin for safe driving.

Follow these safety tips for inspecting your vehicle.

- **Vehicle Seats**

Since the risk zone for driver air bags is the first 2-3 inches of inflation, placing yourself 10 inches from your driver air bag provides you with a clear margin of safety. This distance is measured from the center of the steering wheel to your breastbone. If you now sit less than 10 inches away, you can change your driving position in several ways:

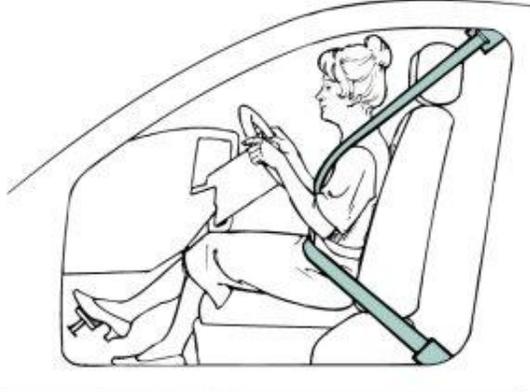
- Move your seat to the rear as far as you can while still reaching the pedals comfortably.
- Slightly recline the back of the seat. Although vehicle designs vary, many drivers can achieve the 10-inch distance, even with the driver seat all the way forward, simply by reclining the back of the seat somewhat. If reclining the back of your seat makes it hard to see the road, raise yourself by using a firm, non-slippery cushion, or raise the seat if your vehicle has that feature.
- If your steering wheel is adjustable, tilt it downward. This points the air bag toward your chest instead of your head and neck.

**Correct**

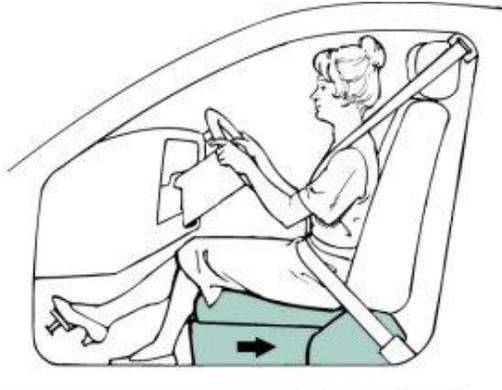
**Belted and 10 inches or more away**



**Use of seat belt**



**Move seat rearward**



**Recline Seat Back**



**Tilt wheel down**



**Incorrect**

**Improper Use of a Seat Belt**



- **Vehicle Mirrors**

Good visual search habits require proper positioning and use of mirrors located inside and outside a vehicle. Mirrors should be properly adjusted to detect objects and not for determining the position of other vehicles. Adjust your rear view and side mirrors before you start driving. Using the settings below, you can see what is directly behind your vehicle with the inside mirror, and you can see directly into spaces adjacent to each of the vehicle's rear corners by using the side mirrors.

- 1) ***Inside mirror***

- ✓ Adjust the inside mirror so you can see the entire rear window from the driver's seat. You should have to move only your eyes, not your head, when using this mirror.
- ✓ Drivers 6 feet tall or taller may find it helpful to reposition the mirror upside down, if possible. This usually raises the bottom edge of the mirror about 1 to 2 inches and can substantially reduce a major blind area to the front for tall drivers.

- 2) ***Side-view mirrors***

- ✓ To adjust the driver's side-view mirror, place your head against the left side window and set the mirror so you can just barely see the side of the car in the mirror's right side.
- ✓ To adjust the passenger's side-view mirror, position your head so that it is just above the center console. Set the mirror so you can just barely see the side of the car in the left side of the mirror. If the vehicle is not equipped with moveable mirror-adjustment controls, you may need assistance when properly positioning this mirror.

Any missing or damaged mirror(s), which obstructs your view, should be replaced. Drivers should remember objects may appear closer than the view in the mirror and mirrors do not display objects in blind spots. To properly check your blind spots, one should glance over the shoulder in the direction in which the vehicle is moving.

- **Braking System**

Only manufactured brakes can properly stop a vehicle. Your brakes should be in good working condition. If you suspect brake problems, you should take your vehicle to a licensed mechanic for an inspection. There are certain indicators to help alert you of a potential brake issue.

- 1) A noise from underneath the vehicle when the brake pedal is depressed.
- 2) Foul smell during heavy braking
- 3) Depressing the brake pedal with little or any braking action.

- **Lights**

Inspect turn signals, brake lights, tail lights and headlights for good operating condition. To check your vehicle lights, turn them on from inside your vehicle, step outside the vehicle and look for any non working lights. When inspecting your brake lights, you will need a partner to depress the brake while you inspect the rear of your vehicle for red lights on each side.

- **Windshield and Wipers**

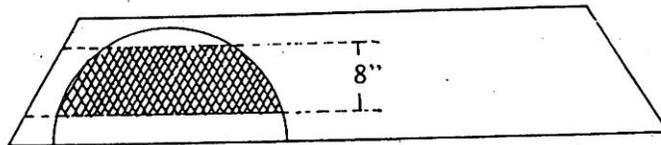
The windshield of your car ensures your safety while driving, but it is also prone to chips and cracks. Damaged glass can break more easily in a minor collision or when an object hits the windshield. You should replace or repair damaged windshields as soon as possible.

Wiper blades should be replaced every six (6) months to a year or as soon as you notice a difference in driving visibility. When wiper blades no longer make proper contact with the windshield surface, they can begin to squeak, chatter, skip, smear or streak reducing driving visibility.

Use the guide below to help determine if your windshield is safe.

**Rule: Inspect for and reject if:**

1. Glass in the windshield, side or rear window areas is damaged to the extent that the driver's view to the front left, right or rear of the vehicle is obscured.
2. Not equipped with safety glass in all doors, windows and windshields after July 1, 1951.
3. More than one crack or other visual impairment present in an eight (8) inch wide area running horizontally through the center of the windshield that falls under the wiper area on the driver's side. (See Diagram).



**DIAGRAM**

**Exception to this rule:** Vehicle identification stickers such as used by military brass, hospitals, factories and schools may be displayed in the lower portion of the windshield so long as it does not obscure vision.

- **Tires**

Tire safety depends on maintaining proper tire pressure, observing tire and vehicle load limits (not carrying more weight in your vehicle than your tires or vehicle can safely handle), avoiding road hazards, and inspecting tires for cuts, slashes, and other irregularities. These are the most important things you can do to avoid tire failure, such as tread separation or blowout and flat tires. These actions, along with other care and maintenance activities, can also:

- ✓ Improve vehicle handling
- ✓ Help protect you and others from avoidable breakdowns and accidents
- ✓ Improve fuel economy
- ✓ Increase the life of your tires

Properly maintained tires improve the steering, stopping, traction, and load-carrying capability of your vehicle. Underinflated tires and overloaded vehicles are a major cause of tire failure. In order to avoid flat tires and other types of tire failure, you should maintain proper tire pressure, observe tire and vehicle load limits, avoid road hazards, and regularly inspect your tires.

The recommended tire inflation pressure that vehicle manufacturers provide reflects the proper psi when a tire is cold. The term cold does not relate to the outside temperature. Rather, a cold tire is one that has not been driven on for at least three hours. When you drive, your tires get warmer, causing the air pressure within them to increase. Therefore, to get an accurate tire pressure reading, you must measure tire pressure when the tires are cold or compensate for the extra pressure in warm tires.

The tire tread provides gripping action and traction that prevent your vehicle from slipping or sliding, especially when the road is wet or icy. In general, tires are not safe and should be replaced when the tread is worn down to 1/16 of an inch. Tires have built-in tread wear indicators that let you know when it is time to replace your tires. These indicators are raised sections spaced intermittently in the bottom of the tread grooves. When they appear "even" with the outside of the tread, it is time to replace your tires. Another method for checking tread depth is to place a penny in the tread with Lincoln's head upside down and facing you. If you can see the top of Lincoln's head, you are ready for new tires.

- **Steering System**

If the steering system is not working properly it may be difficult to control the direction of the vehicle. Any steering system that does not move when the steering wheel is first turned may need to be checked by a mechanic.

- **Suspension System**

The suspension system aids in controlling the vehicle and allows for a more comfortable ride over road surfaces. Use these tips for determining a bad suspension system.

1. Car rides roughly- shocks or struts are wearing out when they begin to feel every bump in the road, or when every bump causes the vehicle to "bounce".

2. Drifting or pulling during turns- when your suspension system is failing you will feel the vehicle “drift” or “pull” when you are turning.
3. Dips or “nose dives” when stopping- When the shocks are worn out, you are likely to feel the vehicle body lurching forward and downward nose-first when you apply the brakes firmly. This can affect your ability to stop the car quickly (a bad suspension can increase stop time by up to 20 percent).
4. Uneven tire treads-Take a look at your tires. If you notice the tread is wearing down unevenly on your tires, or if you notice balding spots, this is often a symptom that the suspension isn't holding the car evenly, and therefore putting uneven amounts of pressure on the tires
5. Damaged, “oily” shocks- If shocks or struts look greasy or oily, they could be leaking fluid; therefore they aren't working properly.
6. The “bounce test”- With the car in “park”, press down on the front of the vehicle with all your weight, “bounce” it a few times, then release. Repeat at the rear of the vehicle. If the car continues to rock or bounce more than 2-3 times after you release it, the suspension is wearing out.

- **Exhaust System**

The exhaust system removes toxic gases from the engine and aids in the reduction of noise from the engine and helps cool the hot gases from the running engine. Fumes from a leaky exhaust can cause death in a very short time.

Never allow the engine to idle in your garage or enclosed area without an open window. During the winter it is a good idea to occasionally open a window and allow fresh air to fill the cabin of the vehicle which will reduce any risk of toxic exhaust fumes filtering into the moving vehicle.

- **Engine**

An engine not properly maintained may lose power needed for routine driving or in a worst case scenario, when the driver needs power to avoid an imminent crash or emergency. Poorly maintained engines also tend to start less easily, offer less than acceptable fuel economy and pollute the environment. Always follow the prescribed procedures for routine maintenance found in the vehicle owner/operator handbook.

- **Loose Objects**

Make sure that there are no packages or other objects on the rear shelf or back seat that could strike you or a passenger on the head in the event of a sudden stop or crash. Make sure there are no objects on the floor that could roll under the brake pedal preventing the brake from operating at its maximum effectiveness.

- **Horn**

The horn is an important safety device that warns other drivers and could save your life. Your horn should always be in working condition.

## **KEEPING YOUR FIELD OF VISION CLEAN AND CLEAR**

It is important that the driver's view, through all windows of the vehicle, remains free from objects and there is a clear field of vision for the driver to see the rearview mirror and both side view mirrors. Likewise, your headlights and warning lights should also be clear of dirt and debris. Here are a few tips for maintaining a clean and clear view:

1. Keep the windshield clean. Bright sun or headlights on a dirty windshield make it difficult to see. Carry Liquid cleaner and a paper or cloth towel to clean your windshield when necessary.
2. Keep your window washer bottle full. Use antifreeze wash when the temperature may fall below freezing.
3. The inside surface of the window should not be overlooked. Keep the inside window surfaces clean, especially if anyone has been smoking in the vehicle. Smoking causes a film to build up on the interior glass.
4. Never try to drive with snow, ice, or frost on the exterior windows. Clear the front, side, and back windows before you drive.
5. Do not hang items from your mirror or clutter-up the view through the windshield with decals. These items could block a portion of your view.
6. Keep the headlights, backup lights, brake lights, and taillights clean. Dirt on the lenses can cut the effectiveness of the lights by as much as 50 percent.

## **ROUTINE SAFETY CHECK BEFORE DRIVING**

### **Outside the Vehicle**

- Check around the vehicle for obstacles that might interfere with its safe movement.
- Check the driveway, parking area or street for children or other pedestrians. Several hundred children are killed annually by vehicles backing up.
- Inspect the headlights, windshield, side and rear windows, turn signals, brake lights and taillights. If necessary, clean and replace items that are broken or not working properly.
- Visually inspect your tires for obvious signs of a problem and notice which direction the front wheels are pointed. Check tire pressures at least once each month, because visual inspection alone may not reveal an improperly inflated tire.
- Check under the vehicle for fluid leaks.

### **Inside the Vehicle**

- Look inside the vehicle before entering, especially the back seat, to improve your safety and protect yourself against carjacking.

## ARKANSAS SEAT BELT LAW

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Beginning June 30, 2009, Arkansas' seat belt law changed to permit a law enforcement traffic stop based on the primary violation of a motor vehicle driver or front-seat passenger who is not buckled-up. Arkansas law makes it illegal to drive, or to be a front-seat passenger, without wearing safety belts. Buckling up does not cost anything, and it only takes three seconds so it's definitely worth the time it takes. Lives of Arkansans are saved each year because they wear their seat belts.

### **Child Passenger Protection Act 27-34-104**



- A child who is less than six (6) years of age and who weighs less than sixty (60) pounds shall be restrained in a child passenger safety seat properly secured to the vehicle.
- All children under the age of fifteen (15) must wear appropriate safety restraints while the vehicle is in motion
- A number of organizations will loan you a child safety seat if you are unable to afford one.

Statute: §27-37-702 (a) Each driver and front seat passenger in any motor vehicle operated on a street or highway in this state shall wear a properly adjusted and fastened seat belt properly secured to the vehicle.

Any person who violates this law shall be subject to a fine not to exceed twenty-five dollars (\$25.00), and any court costs or fees.

### **Protection from Secondhand Smoke for Children Act**

§20-27-1903- Tobacco use

A person shall not knowingly smoke tobacco in any motor vehicle in which a child who is less than fourteen (14) years of age is a passenger.

## USE OF SAFETY BELTS AND CHILD RESTRAINTS

Before you drive away, always fasten your seat belt and make sure all your passengers are using seat belts or child restraints. Also, remember to lock the vehicle's doors and turn on the childproof locks if children are in the vehicle. Studies have shown that if you are in a crash while using seat belts, your chances of being hurt or killed are greatly reduced. Seat belts will move with you and lock up if a crash occurs. They keep you from being thrown from the vehicle or against parts inside of your vehicle.

In addition to protecting you from injury as a driver, seat belts help you keep control of the vehicle. If you are struck from the side or make a quick turn, the force could push you sideways and therefore you cannot steer the vehicle if you are not behind the wheel.



In Arkansas, it is illegal to drive, or to be a front-seat passenger, without wearing seat belts. Wear a seat belt all the time, not just on long trips or high-speed highways. More than half of the crashes that cause injury or death happen at speeds less than 40 mph and within 25 miles from home.

It is important to wear the seat belt correctly.



A shoulder harness is worn across the shoulder and chest with minimal, if any, slack. The shoulder harness should not be worn under the arm or behind the back. Wearing the harness the wrong way could cause serious internal injuries in a crash. The lap belt should be adjusted so that it is snug and lies low across your hips after fastening. If you have an automatic shoulder belt, be sure to buckle your lap belt as well. Otherwise, in a collision you could slide out of the belt and be hurt or killed. You should be seated upright with your back against the seat and feet on the floor.

Improper seating positions, such as slouching or resting one's feet on the dashboard can result in reduced effectiveness of the vehicle's restraint system and possibly result in injury. Seat belts should be worn even if the vehicle is equipped with air bags. While air bags are good protection against hitting the steering wheel, dashboard or windshield, they do not protect you if you are hit from the side or rear or if the vehicle rolls over. In addition, an air bag will not keep you behind the wheel in these situations.

## ARKANSAS LAW ON LITTERING



Arkansas is “The Natural State” and litter is unnatural. More than just an ugly, offensive nuisance that detracts from Arkansas’ scenic beauty; roadside litter is dangerous to motorists and negatively impacts the environmental quality. Litter is also expensive to control. Motorists must accept personal responsibility for keeping their waste items from littering Arkansas roadways. Please demonstrate pride while using your driving privilege. Don’t permit thoughtless or careless actions to litter our state’s roadways.

Littering is also a violation of the law. Upon conviction, first offenders are subject to a fine of up to \$1,000 and not more than eight hours of community service. Subsequent convictions can result in fines up to \$2,000 and twenty-four hours of community service.

## UNATTENDED CHILDREN AND PETS

Never leave children and pets unattended in a vehicle. Though we may think prior air-conditioning will help to keep the car cool after exiting, you should know that within five minutes on a 90-degree day, the temperature within a vehicle reaches that of the outdoors, and for every nine (9) minutes the interior temperature increases fifteen (15) degrees. Heat enters the vehicle through windows, causing objects within the car to heat up and trap the heat inside.

Vehicle Temperature		
Outside Temp (F)	Inside Temp (F)	
	10 minutes	30 minutes
70°	89°	104°
75°	94°	109°
80°	99°	114°
85°	104°	119°
90°	109°	124°
95°	114°	129°



# ARKANSAS RULES AND REGULATIONS

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There are traffic laws, rules and regulations that dictate where, when, and how fast you can drive and each is designed to help keep traffic moving safely. Rules of the road include traffic controls, lane controls, right-of-way laws, and parking rules. The Arkansas driver's manual provides valuable information on safety, rules of the road and Arkansas traffic laws.

## CONSTRUCTION/MAINTENANCE SAFETY ZONE



Highway work zones are established according to the type of work underway along the roadway. Signs in work areas are typically diamond shaped, orange, displaying black letters or symbols, and serve as a warning that people are working on or near the highway. In addition to warning signs, police officers, flaggers, roadway markings, and traffic control devices are used to direct safely through work zones and protect highway workers.

Through many work zones, the speed limits may be reduced and lane usage could be restricted for safety purposes. Any reduced speed will be clearly posted within the work zone. If there are no reduced speed limits posted, drivers should obey the normal posted speed limit. Remember to be prepared for the unexpected when traveling through work zones.



In Arkansas, fines for all moving traffic violations occurring in a highway work zone are doubled if workers are present and warning signs are present in advance of the work zone.

**Work Zone Signs-** These signs are typically diamond shaped, orange with black letters or symbols. A work zone sign warns a driver that workers may be along side or on the roadway. These warnings include reduce speed, detours, slow moving construction equipment, and poor or suddenly changing road surfaces. In work areas, traffic may be controlled by a person with a sign or flag, known as a flagger.

Example of Work Zone Signs:



*Used at locations along a roadway where a flagger may be stationed to control traffic.*



*Warning to drivers of an approaching alternate route of travel through a construction zone.*



*Work is underway along the driver's route of travel. Be prepared for road obstructions or restrictions.*



*Warning of two-way traffic along a single lane roadway.*



*Mowing equipment may be in operation on or next to the highway.*



*Warning to drivers that fines associated with violations are doubled if the violation occurs within a construction zone.*



*Used to warn drivers of work along multi-lane roadways and only one lane is open to traffic*



*Construction work may have caused a difference in the elevation of parallel traffic lanes.*

## TRAFFIC CONTROL SIGNALS, SIGNS AND PAVEMENT MARKINGS

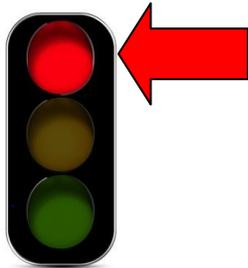
Traffic controls include traffic signals, traffic signs, and pavement markings. Other traffic controls could be law enforcement, highway personnel, or school crossing guards. Any traffic control must be obeyed when driving.

### Lighted Traffic Signals

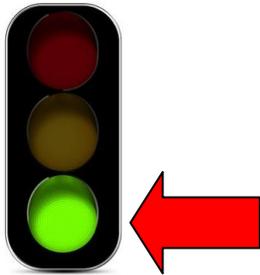
Traffic lights have three different color lenses (red, yellow and green), a driver may approach an intersection with any one of these colors.



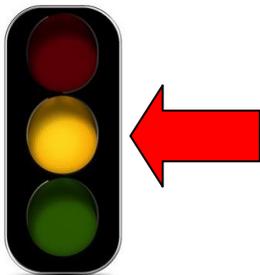
A traffic light is a road signal for directing vehicular traffic. The lights inform the driver when to stop, where to stop and when to proceed.



A red light means the driver must stop. The driver cannot proceed until the light turns green and it is safe to go.



A green light allows you to proceed through an intersection if there is no opposing traffic. If a driver is stopped at a controlled intersection on a green light, the driver must allow opposing traffic already in the intersection to clear before proceeding.

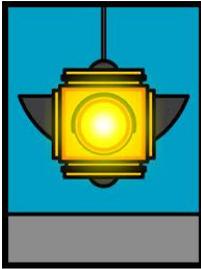


A yellow light means caution. A steady yellow light means the traffic signal is changing from green to red. You must stop if it is safe to do so. If you are already stopped at an intersection or a stop line, you may not proceed.

## Flashing Lights



A flashing red light is the same as a stop sign. A driver must come to a complete stop, and then proceed only when it is safe.



If you are approaching a flashing yellow light you should slow down and proceed with caution.

## Lighted Arrows

There are four (4) types of lighted arrows used to control traffic.



A steady red arrow means stop. Drivers turning left must stop. A red arrow on a traffic lights means you may not turn in the direction of the arrow.



A steady yellow arrow means the signal is getting ready to turn red. Drivers turning left should stop if it is safe to do so.



A flashing yellow arrow means left-turns are permitted. Drivers may turn left but must yield to oncoming traffic and pedestrians, then proceed with caution.



A light green arrow on a traffic light means, you may turn in the direction of the arrow. Left turns are protected. Drivers may turn in the direction of the arrow. Opposing traffic must stop.

If you are in a turn lane and there is a traffic arrow for your lane on the traffic light, you should make your turn after the green arrow has appeared and it is safe to do so.

## RIGHT ON RED RULE

Drivers must follow the rules before turning right on red. When approaching an intersection with a red light and the driver intends to turn right, a complete stop and a check for opposing traffic must be made before turning right. Drivers must always look for pedestrians in or about the crosswalks. You should never block or stop your vehicle within a crosswalk.



The driver may turn right on red unless there is a sign prohibiting a right turn on red.

## One Way Traffic Light Rule



Fig. A

In Fig. A the driver is on a one way street, turning from the left lane onto another one way street. The driver will enter the left lane, which is the lane closest to driver.

Unless a traffic sign is posted to prohibit turns in a particular direction, a driver may turn on a red light or red arrow, when turning left from a one-way street onto another one-way street. The driver must come to a complete stop, yield to any opposing traffic within the intersection and enter the lane closest to where you plan to turn.

Arkansas law requires drivers to yield to emergency vehicles. Law enforcement, fire, or ambulance vehicles, with emergency lights flashing, will have the right of way at intersections and you must yield.

## TRAFFIC CONTROL SIGNS

### Stop Signs

Traffic signs display traffic rules, hazards, location, travel directions, and where services are located. The shape and color of these signs will determine the type of information that will be placed on the sign.



A stop sign is red with white letters and has eight (8) sides or octagon shaped.

A stop sign means a driver must come to a complete stop. The driver must wait until crossing vehicles and pedestrians have cleared the intersection. Streets or roadways may have a painted line next to a stop sign, at intersections, indicating where the vehicle must stop. If you are approaching a stop sign and obstacles are blocking your view, you should make a complete stop and pull forward to see. You may proceed when safe to do so.

### Speed Limit Signs



A speed limit indicates the minimum and maximum speed allowed for a particular section of highway or street. The maximum speed should be used in ideal conditions and reduced as conditions arise such as slippery roads or poor visibility. Some highways have sections of minimum speed limits; therefore speed should be reduced to follow the appropriate posted limit. If the minimum speed is too fast for a driver, an alternate route should be taken to avoid impeding traffic.

### Do Not Enter Signs



The do not enter sign is typically a red circle with a line running across or diagonal line through it, meaning something is not allowed.

## Yield Sign



A yield sign is a red and white or yellow and black that is triangular shaped displaying the word “YIELD” or “YIELD RIGHT of WAY.”

The yield sign means the driver must slow down or yield the right of way to traffic in the intersection, where the driver may be crossing or entering. When approaching a yield sign you must yield to other vehicles and stop when necessary. A driver who fails to yield could receive a fine up to \$1000 and suspension of their driver license for 180 days.

## Slow Moving Vehicle Sign



A reflective orange triangle bordered with red warns other road users that the vehicle is traveling slower than the normal speed of traffic.

## Service Signs



Service signs are blue with white letters and can be square or rectangular shaped. Service signs provide the driver with information of places to stop for fuel.

## Route Signs



The shape of the route sign indicates the type of roadway Interstate, U.S. Highway or County. When planning a trip these signs will show you the different roadways, in which you may travel.

### Destination Signs



Destination signs can be green or brown, square or rectangle shaped with white letters. These signs indicate directions and distance to various locations such as cities, airports, state borders, or to special areas such as national parks, historical sites, or museums.

### RAILROAD CROSSING SIGNS

Railroad crossing warning signs are used to warn drivers of the possibility of a train. Drivers should obey all railroad crossing warning signs and never go around barriers or disregard the warning sign. Drivers should never attempt to beat an oncoming train or attempt to cross the tracks without enough room on the opposite side of tracks. If your vehicle is equipped with a manual transmission, it is wise not to shift gears when crossing the tracks to avoid the possibility of an engine stall. Common railroad crossing warning signs are illustrated below.

#### Round Yellow Advance Warning Sign



The round black-on-yellow warning sign is placed ahead of a public highway-rail intersection. The Advance Warning sign tells you to slow down, look and listen for the train, and be prepared to stop at the tracks if a train is coming.

#### Pavement Markings

Pavement markings mean the same as the Advance Warning sign. They consist of an "X" with the letters "RR" and a no-passing marking on two-lane roads.

There is also a NO PASSING ZONE sign on two-lane roads. There may be a white Stop Line painted on the pavement before the railroad tracks. School buses are required to stop at all railroad crossings.

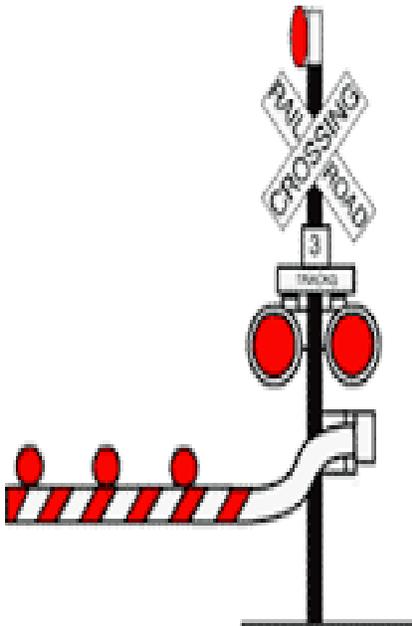


## Cross Buck Sign



This is a white “X” shaped sign with black letters. This sign marks the grade crossing and requires you to **yield** the right-of-way to the train.

## Gates and Lights



**NEVER** attempt to go around crossing gates.

At some crossings, along with a cross buck sign, a driver will see parallel red lights that flash alternately.

When the red lights are flashing, a train is present. Even if the red lights continue to flash and no train appears, do not cross.

As red lights begin to flash the gates will lower which means a train is approaching.

When the gates are down, it means a train is present and the road is closed. It is unsafe and illegal to cross. If the gates begin to come down as you begin to cross, keep going even if it means you will break the gate.

If you are approaching a railroad crossing and there is no safety barrier you should cross the tracks after checking both directions.

## Emergency Notification Systems (ENS) at Highway-Rail Grade Crossings



The purpose of the ENS sign is to provide the public with critical emergency contact information at every highway-rail grade crossing. The information contained on the ENS sign enables the public to reach the railroad responsible for the crossing and to identify the specific crossing in the event of an emergency.

## Railroad (Exempt) Signs

There are two (2) kinds of **EXEMPT** signs:



- A sign (below the cross buck) with white background and black letters that says **EXEMPT**.



- A sign (below the advanced warning sign) with yellow background and black letters that says **EXEMPT**.

An **EXEMPT** sign means that the crossing has been abandoned or its use discontinued. Follow your local procedure about stopping.

## School Bus and Railroad Crossings



School buses are required to stop at all railroad crossings.

## Multiple Tracks



There are warning signs that indicate sets of tracks or indicates the number of tracks. These signs warn a driver there is more than one track and there may be more than one train crossing.

When there is more than one set of tracks at a crossing, there is a sign beneath the cross buck with a number indicating how many tracks are present. Watch for additional trains coming from either direction.



When crossing more than one set of railroad tracks you should cross only when the train is well down the tracks.

### Safety Tips:

- Never park or stop on railroad tracks.
- When approaching a railroad crossing, look up and down the track to make sure a train is not approaching.
- Always expect a train. Never assume a train is not coming even if you haven't seen one at a particular crossing.
- Never underestimate the speed and distance of a train.
- Obey all crossing signals.
- **NEVER TRY AND BEAT A TRAIN!**



## ROADWAY SIGNS

**Warning Signs-** These signs are yellow with black lettering or symbols and most are diamond shaped. These signs warn a driver to slow down and be prepared to stop, if necessary, or provide information about a special situation or a hazard that may be along the road ahead. The most common warning signs are shown below.



Intersection



Traffic Signal



Merging Traffic



Two-Way



Traffic Lane Ends



School Zone



School Zone



Divided Highway



Pedestrian Crossing



Pedestrian Crossing



School Crossing



School Crossing



Slippery When Wet



Bridge Clearance



Incline or Hill

## Regulation Signs

There are signs on a white square or rectangle with black and/or red letters or symbols. These signs provide information on rules of traffic direction, lane usage, turning, parking, and other special instructions. Some of the signs have a red circle with a red slash  over the symbol. These regulation sign indicates a driver is prohibited from executing a particular maneuver such as a turn toward a particular direction or no u-turn.

Example of regulation signs:



**Lane Control Signs-** These signs indicate where a driver can go and where a driver can turn. Lane Control signs often use an arrow as a symbol. They can be found along the road or positioned over the roadway or painted onto the roadway.



**Passing Signs-** These signs mark the beginning and ending of a passing zone. These signs tell a driver where it is safe to pass another vehicle and where a driver cannot pass. Drivers should only pass when it's safe.



## LANES OF TRAFFIC

**Pavement Markings-** Lines and symbols marked on the roadway divide lanes, indicate to a driver when it is safe to pass other vehicles or change lane(s), which lane(s) to use for turns, where a driver must stop for signs or traffic signals, and define pedestrian walkways.



- ***Fog Line and Lane Lines-*** A solid white line along the side of the roadway that tells the driver where the outer edge is located.



***White Lane Markings-*** A dashed white line between lanes of traffic indicates a driver may cross the line to change lanes, when safe. These lines separate lanes of traffic moving in the same direction.



***White Lane Markings-*** A solid white line between lanes of traffic indicates a driver cannot cross the line to change lanes. Driver must stay within the lane.

## Crosswalks and Stop Lines

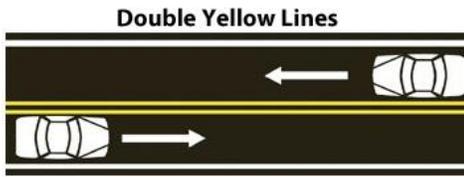


***Crosswalks-*** mark the area where pedestrians can cross the roadway. A driver must yield to pedestrians in or about to enter a crosswalk. Not all crosswalks are marked. Drivers should watch for pedestrians when crossing intersections that do not have marked crosswalks. Pedestrians carrying a white cane or using a guide dog must be given absolute right of way.



***Stop Line-*** When approaching a stop sign you must stop your vehicle at the stop line if one is present. Make a complete stop before the vehicle reaches the line.

## Yellow Lane Markings



A solid double yellow line separates lanes of traffic moving in opposite directions. The double yellow line in center of the roadway means passing is prohibited for vehicles traveling in either direction. A driver may cross a solid yellow line to turn into a driveway if there is no opposing traffic approaching the planned turn site.

### Broken Yellow Center Line

- *Passing on the left is permitted* in either direction.
- Pass only when the way ahead is clear because you will be entering a lane with oncoming traffic.



A broken yellow line between opposing lanes of traffic indicate a driver may cross to pass if there is no opposing traffic.

### Broken Yellow Line alongside a Solid Yellow Line

- *Passing is permitted* on the side with the broken line.
- *Passing is NOT permitted* on the side with the solid line.

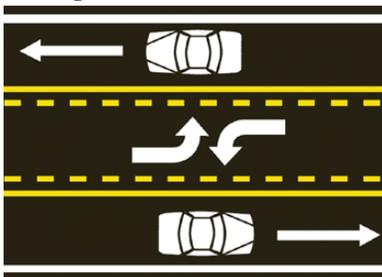


White arrows show direction of traffic flow.

A solid line with a broken yellow line between opposing lanes, a driver

**Shared Center Lane-** A shared turn lane is marked on each side by a solid yellow line and yellow dashed lines. In Arkansas it is permissible for a vehicle making a left turn from an intersecting street or driveway to utilize a center turn lane as part of the maneuver to gain access or merge into traffic lanes, except it is not permissible to use the center left turn lane as an acceleration lane.

Example:



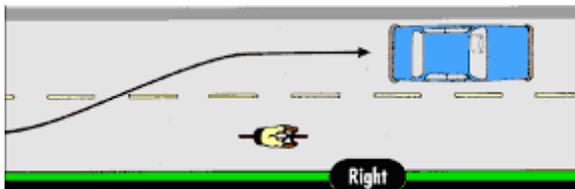
Shared center lanes are reserved for making left turns and can be used by vehicles traveling in either direction. The example will show markings on the pavement, left turn arrows for traffic in one direction and alternate arrows for traffic approaching from the opposing direction.

**Unmarked Lanes-** When there are no signs or markings to control the use of lanes, there are rules that indicate which lane is to be used. These rules cover general driving, passing, and turning.

#### General Driving

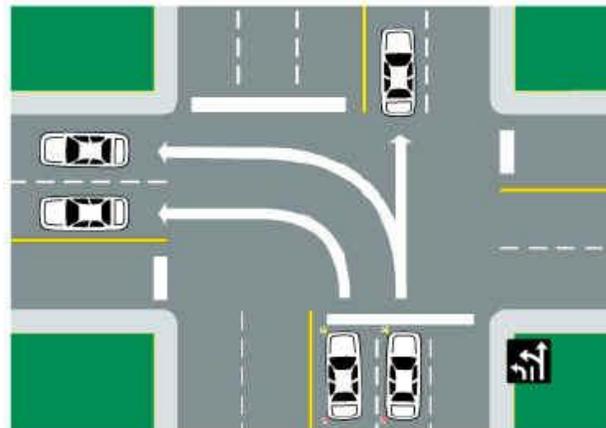
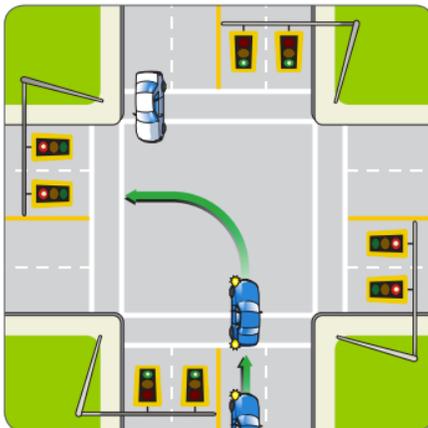
- Never back a vehicle in any travel lane, it is illegal and unsafe. If you miss your turn or exit, do not back up; proceed to a safe turn around area.
- Never stop in travel lanes for any reason (e.g. confusion, breakdown, passenger drop off, etc.). Keep moving until you can safely pull off the road.
- On a road with three or more lanes traveling in the same direction remain in the right lane except to pass. If there is a lot of merging traffic, then use the center travel lane.
- Never drive on the shoulder of any street or road, unless directed by a police officer.

*Passing-* On multi-lane roads, the left-most lane is intended to be used to pass slower vehicles. Never pass on the shoulder, whether it is paved or not. Other drivers will never expect you to be there and may pull off the road without looking.



Vehicle merges from the right lane into the left lane, to pass slower traffic.

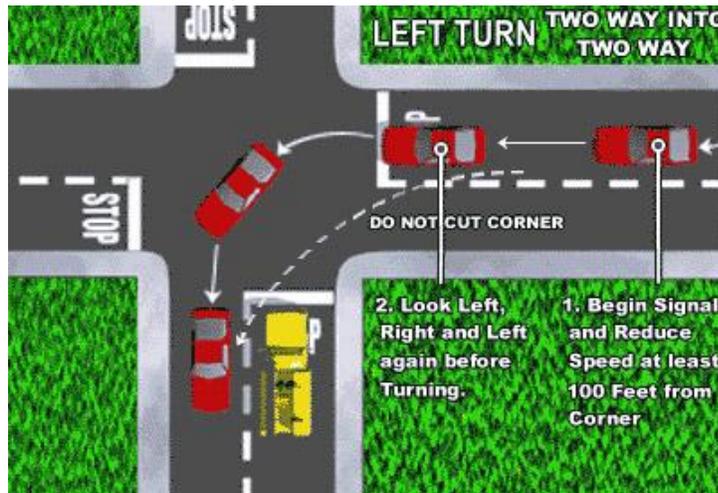
*Turning-* When there are no signs or lane markings to control turning, a driver should turn into the lane closest to the direction of travel.



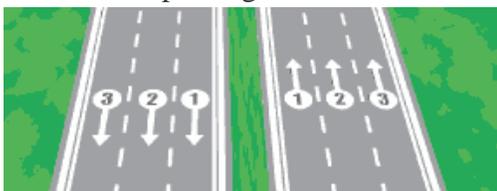
- *Right Turns-* When turning avoid crossing over into the opposite lane of traffic. A wide turn may cause the driver behind you to think you are changing lanes or going to turn left and may try to pass you on the right.



- *Left Turns-* When turning left, avoid cutting the corners. Turning sharp could cause you to hit a vehicle approaching from the left. Always leave room for oncoming vehicles to turn left in front of you.



**Multiple Lanes-** On multi-lane highways, when a driving beside another vehicle, you should move ahead of the vehicle next to you or drop behind the vehicle next to you. If you are being followed to closely on a multi-lane roadway, you should move into the lane to your right when clear. When passing vehicles on multi-lane roads, the far left lane is intended for passing slower vehicles.



## RIGHT OF WAY

When there are no signs or signals to regulate traffic and pedestrians may be present, there are rules in which a vehicle must yield the right-of-way. The rules will determine which vehicle goes first and which vehicle must wait.

Traffic laws determine which vehicle must yield the right-of-way and does not give a vehicle absolute right-of way. As a driver, you must do everything possible to prevent striking a pedestrian or another vehicle, regardless of the circumstance.

### Intersections- Right of Way

#### *Pedestrians:*

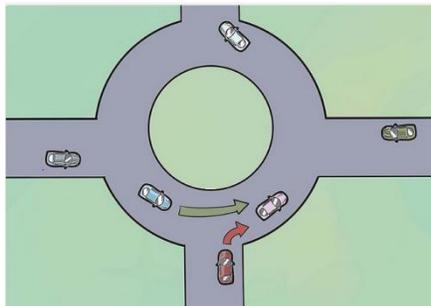
- Drivers must yield where necessary to avoid striking pedestrians who are legally crossing the road.
- Drivers crossing a sidewalk when entering or exiting a driveway, alley, or parking lot must yield to pedestrians. It is illegal to drive on a sidewalk except to cross it.
- Pedestrians using a guide dog or carrying a white cane have absolute right-of-way. Do not use your horn as it could confuse or frighten a blind pedestrian.

#### *Left Turns:*

- Drivers turning left must yield to oncoming cars traveling straight ahead.



- Drivers entering a traffic circle or rotary must yield to drivers already in the circle.



## Right of Way at Stop Signs

- At an intersection where there is no stop sign or traffic signal, drivers must yield to vehicles approaching from the right.
- At intersections with stop signs at all corners, you must yield the right-of-way to the vehicle that arrived first.

**U.S. Department of Transportation**  
**National Highway Traffic Safety Administration**

**NHTSA**  
www.nhtsa.gov

# RIGHT-OF-WAY Rules

**All vehicles must follow right-of-way rules to safely cross intersections. Right-of-way helps you decide who goes first at an intersection.**

**Base Rule:**  
**First to Stop = First to Go.**  
The first vehicle at the intersection goes through the intersection first.

**If base rule doesn't apply:**  
**Farthest Right Goes First.**  
When two vehicles get to the intersection at the same time, the vehicle on the right goes first; it has the right-of-way.

**If neither the base rule or furthest right rule apply:**  
**Straight Traffic Goes First.**  
When two vehicles are directly across from each other, and one is turning left, the one that is going straight goes first.

**When in Doubt, Bail Out.**  
**This trumps all rules.**  
Even if you have the right-of-way, if for any reason you feel uncomfortable or that your safety is threatened, let the other traffic go ahead. Your safety always comes first.

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At “3 WAY”, “4 WAY and an “ALL WAY” stop sign, the driver reaching the intersection first goes first, after making a complete stop.

### General Right of Way Rules

- Drivers crossing a sidewalk when entering or exiting a driveway, alley, or parking lot must yield to pedestrians. It is illegal to drive on a sidewalk except to cross it.
- Drivers entering a road from a driveway, alley or roadside must yield to vehicles already on the main road
- Drivers may not enter an intersection unless they can get through it without having to stop. You should wait until traffic clears, so that you are not blocking the intersection.
- Before entering an intersection you should look left and right.

### Passing

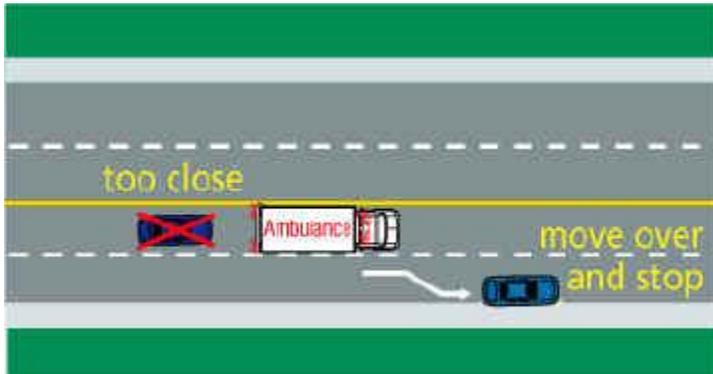


Example: Red vehicle must yield to blue vehicle being passed. Be aware of the vehicle you are passing and watch for any possible sudden turns or stops.

- Drivers passing a vehicle traveling in the same direction must yield to the vehicle being passed, even if the vehicle is slowing or coming to a stop, because the vehicle may be attempting to turn left or may be approaching a hazard the overtaking vehicle does not see.

## Emergency Vehicles:

Arkansas law requires motorists to “move over” for police cars, fire trucks, ambulances and other emergency vehicles using a siren or air horn, and a red or blue flashing light. Drivers should pull over to the right edge of the road, or near to the right as possible. Don’t hesitate to pull over when you hear sirens or see flashing lights in any direction. If you are in an intersection, go ahead and drive through the intersection before pulling over.



When an emergency vehicle is approaching with flashing lights and siren you should pull over to the right edge of the road or as near to the right as possible.

Arkansas law requires any motor vehicle on a multilane highway to move over, whenever possible, to the farthest lane away from any stopped law enforcement vehicle with its lights turned on. This law protects police officers and individuals involved in the traffic stop from being injured or killed by traffic moving too close to the edge of the highway.

If a driver is found guilty of violating this law, they can be fined up to \$500, receive jail time or both. The court may order community service or suspend a person’s driver’s license up to six (6) months.



**School Buses:**

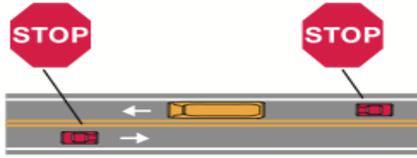
When approaching a stopped school bus with its red lights flashing, a driver is required to make a complete stop until the lights are turned off. No matter where your vehicle is positioned with the bus whether it's in the same lane of traffic, opposing lane or at an intersection, **YOU MUST MAKE A COMPLETE STOP!**

The driver must never attempt to pass in any direction until the school bus has finished receiving or discharging its passengers and begins moving without its red lights flashing.

Drivers are not required to stop, if the school bus is approaching along an opposite lane of travel separated by a median twenty (20) feet or more in width.

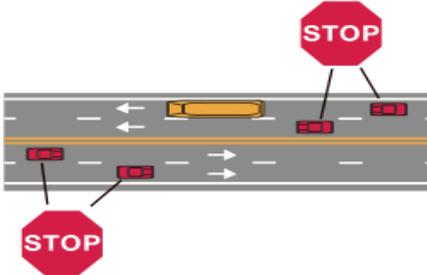
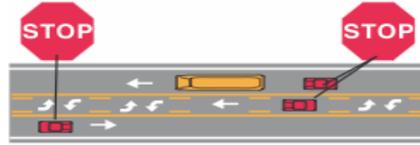


School buses are required to stop at all railroad crossings.



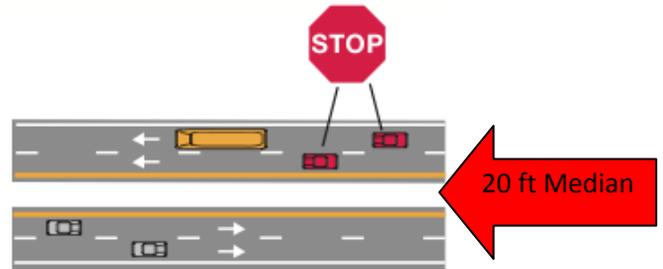
**Two-lane roadway:** When school bus stops for passengers, all traffic from both directions must stop.

**Two-lane roadway with a center turning lane:** When school bus stops for passengers, all traffic from both directions must stop.



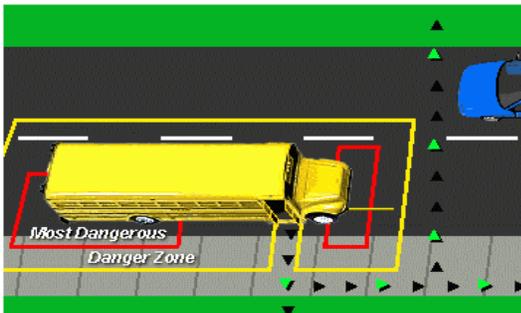
**Four-lane roadway without a median separation:** When school bus stops for passengers, all traffic from both directions must stop.

**Divided highway of four lanes or more with a median separation:** When school bus stops for passengers, only traffic following the bus must stop.



Median must be 20 feet or more.  
If the median is less than 20 feet, all lanes of traffic must stop.

The school bus danger zones



Drivers passing a stopped school bus with red lights flashing upon conviction will be charged as a Class A misdemeanor. A fine of a minimum of \$250 not to exceed \$1000, up to ninety (90) days jail and/or both.

Drivers who fail to obey this law and cause the death of a person will be charged with a felony.

**Isaac's Law (§5-10-105):** A person who violates this law is subject to Class C Felony, for negligent homicide if he or she negligently causes the death of another person.

## PARKING

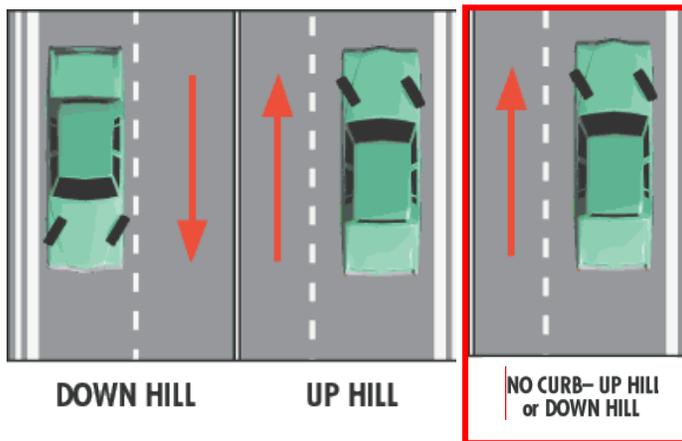
When parking a vehicle, drivers need to make sure their vehicle doesn't become a hazard. You should always park your vehicle in a place that is (1) far enough from the street or highway to avoid interfering with traffic and (2) visible to cars approaching from either direction. When backing from a parking space or in a straight line you must always look for vehicles and pedestrians by looking through your mirrors and turning to look.

### Parking Tips:

- Always park in a designated area, if possible.
- Always set the parking brake. Leave the vehicle in gear if it has a manual transmission or in "park" if it has an automatic transmission.
- Check traffic before you open the door. Always exit the vehicle on the curb side, if possible. If you have no choice other than exiting on the street side, check traffic before getting out of your vehicle.
- When parallel parking, your vehicle should be 18 inches or less from the curb
- If you park on the roadway, park your vehicle as far away from traffic as possible. If there is a curb, park as close to the curb as possible.
- When parking on a hill, turn the wheels sharply away from traffic to prevent the car from rolling into traffic.
- No driver, when standing on a perceptible grade, will leave a vehicle unattended "without first effectively setting the parking brake and turning the wheels to the curb or side of the highway".

### Curb Parking

### No Curb Parking



*No Parking Zones*- There are areas where parking is restricted. Check for signs that may prohibit or limit parking. Colored curb markings may indicate a restricted parking area.

### DO NOT PARK:

- In an intersection
- On a crosswalk or sidewalk

- In a construction area if your vehicle blocks traffic
- Within twenty (20) feet of a crosswalk at an intersection
- Within thirty (30) feet of a traffic signal, stop sign, or yield sign
- Within thirty (30) feet of a pedestrian safety zone
- Within fifteen (15) feet of a fire hydrant
- Within fifty (50) feet of a railroad crossing
- More than eighteen (18) inches from the curb
- Within twenty (20) feet of a fire station driveway on the same side of the street, or street where proper signs are posted
- Blocking a driveway, alley, private road, or area of the curb removed or lowered for access to the sidewalk
- On a bridge, overpass, tunnel or underpass
- Along a lane of opposing traffic
- Designated handicapped zone without proper tag
- Along the street or highway next to another parked vehicle (double parking)
- On railroad tracks
- Where signs indicate no parking zones

Other restricted parking zones are indicated by painted curbs:

- Red curb means fire zone



- Yellow curb means a loading zone or other restriction



**AR GOVERNOR'S COMMISSION on PEOPLE with DISABILITIES**  
**APRIL 2007**

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Handicap parking is often referred to as “Accessible Parking”. The marked handicapped parking spaces should be used by persons with a mobility disability or other disability as defined under state law not by persons without a handicap. Accessible Parking spaces were created to help individuals with disabilities accomplish the same task(s) as other individuals without disabilities.



In order to park in an accessible parking space, you must have either the appropriate license plate with the international symbol or the designated hang tag often referred to as a “Special Certificate”.



The handicapped plate is granted to the registered owner of a vehicle. A Special Certificate is registered to the individual with the disability and can be transferred to other vehicles as long as the disabled owner of the special certificate is present in the vehicle. When a disabled person obtains the special certificate or special license plate, a photo identification card must be purchased for \$5.00. This card should match the special certificate number on the back of the driver’s license or State I.D. card belonging to the disabled driver.

Individuals with Special Certificates must:

- Be present in the vehicle when parking in an accessible parking space.
- The special certificate is to be displayed hanging from the rearview mirror or the dashboard.
- The registered owner of the special certificate or vehicle with appropriate license plate must exit the vehicle when utilizing a designated space.
- The issued or endorsed photo identification card must be present on the person at all times when using an accessible parking space.

Anyone who illegally uses another person’s special certificate has committed fraud and could be found guilty of a Class A misdemeanor according to Arkansas Code §27-15-305. Penalty for first (1<sup>st</sup>) offense is a minimum of \$100.00 not to exceed \$500.00. Second offense is a minimum of \$250.00 not to exceed \$1000.00, plus a six (6) month driver’s license suspension, owner liable for towing, impoundment, attorney fees, court costs, and any other related fees. Special Certificates must be returned to the Department of Motor Vehicles, Special Division, with thirty (30) days of moving or in case of death.

## SAFE DRIVING

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A driver's manual cannot teach you how to operate a motor vehicle, but it can provide you with the necessary tools for learning the rules of the road and help you understand the importance of becoming a safe driver. Being a safe driver depends on you being alert to your surroundings. Driving requires skill which can be gained through hours of instruction and practice. This section will provide you with safe driving tips before starting on a trip.

### Operating the Motor Vehicle

**Seat Belt-** "Buckle up before you start up". Your safety belt should be fastened before the engine is started. Drivers should check the safety belt to ensure proper use. Follow these tips:

- Wear a diagonal belt across the upper chest. Drivers often complain that this strap is uncomfortable, and they sometimes slip this behind their backs. However, when you do this, the belt's ability to protect you from injury is decreased. Seat belts are designed to distribute force upon two areas of the body. Without this diagonal strap in place, this is impossible. If the strap is uncomfortable for you or your children, purchase a padded seat belt cover.
- Adjust the lower strap, so it fits across the upper thighs and not the abdominal region. This belt is designed to distribute force to the pelvic area and needs to sit properly on the upper thigh to accomplish this goal.
- Sit up straight in your seat. Slouching or leaning in the seat can cause the seat belt to rest improperly on the body. By sitting all the way back in the seat, the belts will sit on the correct areas of the body.
- Maneuver the position of the seat itself. The farther a driver is sitting from the dashboard, typically the safer he is in the case of a collision. Move the handle or knob on the side of your seat to move the seat forward, backward, upward or downward, so it is a comfortable distance from the steering wheel, this will allow you to see well out of all windows.
- Check that the seat belts are not twisted. The belts should lie flat across your upper chest and your upper thigh areas. If the belts become twisted, the pressure that would occur in a collision has less surface area on which to be distributed.
- Click the seat belt latch into place by sliding the metal end of the belt into the latching device. You should hear a click. Test the belt by tugging on it. If the belt doesn't come unlatched, the seat belt is secure.

Don't be a dummy...wear your seat belt!



**Starting the Engine-** Be familiar with your vehicle. Use the Owner's Manual to become familiar with basic operations. This manual can provide you with the best start up information for the type of vehicle you are driving. Vehicles can have different start up procedures depending on whether or not it has an electronic ignition and depending on the type of transmission. Always make sure your parking brake is set before starting the engine.

If the vehicle has a manual transmission, make sure it's not in gear, although you may have to press in the clutch. Automatic transmission should remain in "park" before the vehicle will start.

**Acceleration-** Acceleration (pressing the gas pedal) should be pressed slowly and smoothly. Depressing the gas pedal too fast can cause the drive wheels to spin or cause your vehicle to slide, especially if the pavement is wet. Drivers with manual transmissions need practice with the clutch and accelerator to avoid stalling the engine when shifting gears or over accelerating the engine.

**Steering the Vehicle-** Drivers should use a proper grip on the steering wheel. Hands should be placed on opposite sides of the steering wheel. By placing the hands on opposite sides of the wheel, the driver will be more comfortable and it will allow you to make turns without taking your hands off the wheel.



Scan the road ahead, look for traffic situations where you will need to change direction before it's too late. Looking ahead will allow time to steer smoothly and safely.

When executing a sharp turn, such as around corners of an intersection, use the “hand-over-hand” technique to control the steering wheel. Do not turn the wheel in the palm of the hand. When you complete a turn, return the steering wheel to the appropriate position in the direction the vehicle should be moving.

**Monitor Vehicle Speed-** Be familiar with speed limits and adjust your speed according to the driving conditions. Always obey speed limit signs. Check your speedometer often to ensure you are within the speed limit.



**Stopping-** Be alert when driving your vehicle and be prepared to stop, you may have to stop suddenly. Stopping suddenly is dangerous and indicates a driver who is not paying attention. Braking quickly can cause your vehicle to skid and cause you to lose control. Losing control of your vehicle can make it difficult for others to avoid hitting your vehicle.

Try to avoid sudden stops, scan the road ahead. Slowing down or changing lanes will help to avoid sudden stopping and allow more time to safely stop.

## DISTRACTED DRIVING

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Today's technology has become tomorrow's worst nightmare. In 2013, approximately 3,154 people were killed and an estimated 424,000 were injured in motor vehicle crashes involving a distracted driver. Young people are especially at risk: In 2013, ten (10%) percent of all drivers 15-19 years old involved in fatal crashes were reported as distracted at the time of the crashes. This age group has the largest proportion of drivers who were distracted.

### What is distracted driving?

- Texting or talking on a cellular device
- Adjusting a radio, CD player, or MP3 player
- Using a navigation system
- Talking to passengers
- Eating and drinking
- Watching a video
- Grooming
- Reading

### Did you know?

Use of an electronic device while driving can distract drivers from appropriately thinking about the driving task, watching the road and surrounding environment, and keeping their hands on the steering wheel.

Writing or reading a text message takes your eyes off the road for an average of 4.6 seconds. At 55 MPH, that's like driving the length of a football field- *blindfolded*.

If you text while you're behind the wheel, you're 20 times more likely to be involved in a crash than a non-distracted driver.

According to a 2014 special article in the New England Journal of Medicine, the risk of a crash or near-crash among new drivers increased with the performance of many secondary tasks, including texting and dialing cell phones.

## What is one of the most dangerous distractions for a driver?

Texting or talking on a hand-held cell phone involves **three** different types of distraction that occurs at the same time:



- *Visual*  
Taking your eyes off the road
- *Manual*  
Taking your hands off the wheel
- *Cognitive*  
Taking your mind off driving

The U.S. Department of Transportation is leading the fight to end distracted driving through a combination of:

- Tough laws
- Strong enforcement
- Increased public awareness



Arkansas has joined the fight by passing laws against distracted driving.

27-51-1501 No Texting Law

27-51-1601 Fewer Distractions Means Safer Driving Act

- Restricts Cell Phone Use (ONLY AN EMERGENCY)
- Under eighteen (18) years of age cell phone use is not allowed. The use of hands free devices is not allowed.
- 18 years of age or older may use a hands free device, even though it's not recommended to a cell phone while driving.
- 21 years or older may use a cell phone but drivers should be aware it is never safe to talk and drive.

## What can you do?

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## TAKE THE PLEDGE

The fight to end distracted driving starts with you. Make the commitment to drive phone-free today.

Distracted driving kills and injures thousands of people each year. I pledge to:

- Protect lives by never texting or talking on the phone while driving.
- Be a good passenger and speak out if the driver in my car is distracted.
- Encourage my friends and family to drive phone-free.



SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_



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- Make a pledge to protect lives by **never texting or talking** on the phone while driving.
  - Be a good passenger and **speak up** if the driver in your car is distracted.
  - **Spread the word** to your family and friends about the dangers of distracted driving.

### Get Involved

For more information on distracted driving visit [www.distraction.com](http://www.distraction.com) to get more facts, take the pledge, and download materials to run your own distracted driving campaign.

### Stay Alert

Being a safe driver depends on you staying alert to your surroundings. The leading cause of a car crash is inattention. Look down the road, to the sides and behind your vehicle and always be alert in case of unexpected events. At night or during certain conditions (i.e. weather) it can be particularly hard to see, you need to use your headlights.

Don't take your eyes off the road for more than a few seconds at any given time. Pull off the road in a safe area, if you need to look at your GPS or use your phone.

Do not rubberneck (*definition: turn one's head to stare at something in a foolish manner*). Drivers tend to rubberneck at crash scenes or locations where law enforcement officers may have a vehicle pulled over. Rubbernecking puts a driver in danger of a traffic crash, when drivers take their eyes off the roadway. When drivers become distracted by roadside activity it can cause traffic to become congested and can cause a traffic jam.

Practice good defensive driving skills by being alert and by keeping your eyes fixed on the road ahead. Scanning the road ahead will help you see problems ahead, vehicles and/or people that may be in the roadway by the time you reach them, upcoming road hazards or signs indicating directions.

**Looking ahead-** In order to avoid last minute braking or the need to turn suddenly, you should look down the road at least one (1) city block, when driving in the city or one quarter mile when driving on highways and interstates. You should be looking at least fifteen (15) seconds ahead. Keep in mind every time you stop quickly, it takes time and fuel to get your vehicle back up to speed. Avoiding last minute decisions will give drivers behind you more time to react. Thinking ahead, will not only help you but will help those driving behind you. Being ready for an unexpected situation will help to reduce your chances of an accident and make you a safe driver.



Here is how to figure if you are looking fifteen seconds ahead:

1. Find a stationary object (sign or telephone pole) near the road. Choose one as far ahead as you are seeing.
2. Start counting: one-one-thousand, two-one-thousand, three-one-thousand, etc. until you reach the object.
3. The number of seconds you have counted is the number of seconds ahead from the object, you need to avoid.

**Looking to the sides-** Other vehicles or pedestrians may cross or enter your path at any time, look to the sides of your vehicle to make sure no one is coming. Look before crossing intersections and railroad crossings. Drivers should look to the left, then to the right and back to the left. Always look a second time in the direction of oncoming traffic before crossing.

Whenever there is activity along the side of the road, there is a good chance someone will cross or enter the road. Therefore, it is very important to check the sides on your vehicle when you are near shopping centers, parking lots, construction areas, busy sidewalks, playgrounds, and school yards.



**Intersections-** Intersections are places where traffic merges or crosses. Intersections include: cross streets, side streets, driveways, and shopping center or parking lot entrances. Before entering an intersection you should look left and right. Look a second time in the direction of oncoming traffic before crossing. You do not want to miss other vehicles or pedestrians crossing in your path.

Before turning left at an intersection, look for oncoming traffic. If turning left onto a multi-lane street or highways look for a safe space to enter into oncoming traffic. If stopped, look left and right, then take a second look in the direction of oncoming traffic before crossing.

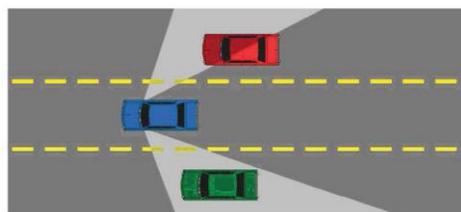
Before turning right, check for approaching traffic from the left and check for oncoming traffic turning left in your path. Do not begin to turn without checking for pedestrians, who may be crossing where you are turning. You may turn right on a red light, after making a complete stop, unless there is a sign prohibiting “right on red”.

Drivers should never assume an intersection or cross-walk is clear. There are drivers who may become distracted or pedestrians who are not paying attention to the traffic controls and they could cross your path as you enter the intersection. DO NOT assume other drivers will obey the stop sign or traffic light, always check left and right. This rule is particularly important in the first seconds after a traffic light has switched to green. Pedestrians may try to cross quickly in your path or another vehicle might attempt to “beat the light” before opposing traffic enters the intersection.

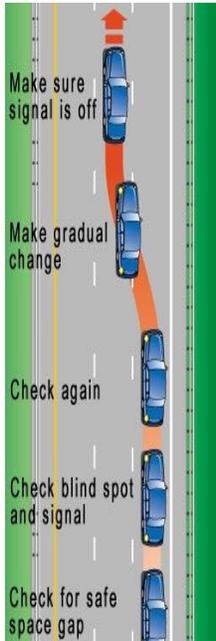
Make sure you can clearly see crossing traffic before entering an intersection. If stopped at an intersection and your view of a cross street is blocked, ease forward until you can see. Moving forward will allow the driver to see any approaching traffic.

**Looking Behind-** Checking traffic ahead of your route is important but you must also remember to check the traffic behind you. In heavy traffic, occasionally, watch your rearview and side mirrors to know where traffic is positioned. By checking your mirrors, you will be able to see rear traffic approaching too fast and vehicles following too close, which will allow you more time to react. Before making a lane change you should be sure it’s safe by using the rear view mirrors, sides mirrors, and look over your shoulder.

**Changing Lanes-** A lane change is moving from one lane of traffic to another, merging onto a roadway from an entrance ramp, turn lane, roadway entrance from the curb or shoulder. When changing lanes, you must check for any vehicles that are in your lane you want to enter. This means you must check the side and the back of your vehicle before changing lanes.



When changing lanes, you should:



- Look in your rear-view and side mirrors. Make sure there are no vehicles in the lane you want to enter and make sure no one is about to pass you.
- Look over your shoulder in the direction you plan to move. Your rearview and side mirrors will not allow you to see vehicles in your blind spots. Blind spots are the rear corners of your vehicle that block other vehicles not seen through your mirrors.
- When checking your blind spot, turn your head and quickly glance over your shoulder. Don't take your eyes off the road ahead for more than an instant. Traffic ahead could stop suddenly while you're checking traffic to the sides, rear, or over your shoulder. Use your mirrors to check the position of other vehicles when preparing to change lanes, merge, or pull onto a roadway. Then just before you move into the opposite lane look quickly over your shoulder
- Remember to look carefully for motorcycles, bicycles and pedestrians which can be especially hard to see when you are entering the roadway from the curb or driveway.

**Slowing-** Drivers should check behind them before slowing down. Allowing plenty of time to slow down will keep you from stopping suddenly or at points where a following driver would not expect you to slow, such as private driveways or parking lots.

**Backing-** It can be difficult to get a clear view from behind your vehicle. When backing from a parking space or straight line you should:



- Check behind your vehicle before you get in. Children or small objects cannot be seen from the driver's seat
- Place your right arm over the back of the seat and turn your body, so you can look directly through the rear and side windows. Do not depend on your rearview or side mirrors as you cannot see directly behind your vehicle.
- Back slowly; your vehicle is much harder to steer while you are backing.
- Whenever possible use a person outside the vehicle to help you back.

**Moving Along Steep Inclines-** Drivers need to check traffic through the mirrors when going down hills or mountains. Vehicles often build up speed moving down a steep grade. Be alert for large trucks and buses that may be going too fast.

## SEE AND BE SEEN

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Accidents often happen because one driver does not see another driver, or when one driver does something the other driver does not expect. Some drivers do not always pay attention to what is going on around them. It is important that drivers let other road users know they are there, and what they plan to do.

### **External Vehicle Lights**

Headlights help you see at night and help others see you. To alert other drivers flick your headlights, if needed. Remember to turn on your headlights whenever you have trouble seeing others.

- On rainy, snowy, or foggy days, it is hard for other drivers to see your vehicle. In these conditions, headlights make your vehicle easier to see. Arkansas law requires drivers to turn on their headlights when windshield wipers are needed.
- Turn on your headlights a ½ hour (30 minutes) after sunset, a ½ hour (30 minutes) before sunrise or anytime you cannot see a person or object clearly within 500 feet.
- Parking lights are for parked cars. It is illegal in Arkansas to drive using only parking lights.

### **High and Low Beam Headlights**

Here are some driving tips that can help you be seen:

- Use your high beams whenever there are no oncoming vehicles. High beams let you see twice as far as low beams. If you are driving on unfamiliar roads, construction zones or where there may be others along the side of the road use your high beam headlights to see approaching objects.
- Dim your high beams whenever you come within 500 feet of an oncoming vehicle. Use your low beam headlights when following another vehicle closer than 200 feet.
- When driving in fog, snow or heavy rain you should use your low headlight beams. The light from high beams will reflect back, causing glare, and make it more difficult to see the road. Some vehicles have fog lights that may be better suited to use in fog, rain or snow.

- Never drive at any time with only your parking lights turned on. Parking lights are for parking only.
- If a vehicle comes toward you with high beams on and they do not dim their headlights within 500 feet, flash your headlights, a couple of times. Flashing the headlights will warn the other vehicle, to dim their headlights. If the driver fails to dim the lights, look toward the right side of the road. This will keep you from being blinded by the other vehicle's headlights. You should be able to see enough of the edge of the road to remain on course. Do not try to "get back" at the other driver by keeping your headlights turned to the high-beam setting.

### Warning Horn

Your horn can get the attention of another driver. The horn should be used to alert other drivers of a dangerous situation such as an accident.

Sound your vehicle horn when:

- A person on foot or on a bike appears to be moving into your lane of travel.
- You are passing a driver who starts to move or turn into your lane
- A driver is not paying attention and doesn't see you
- Approaching a location where you cannot see what is ahead, such as a steep hill, a sharp curve, or exiting a narrow valley.

If there is danger, sound a sharp blast on your horn. Sound a sharp blast when:

- A child or older person is about to walk, run, or ride into the street.
- Another car is in danger of hitting you.
- You lose control of your vehicle and you are moving into the lane of oncoming traffic or in the direction of pedestrians

Don't use your horn:

- To encourage other vehicles to speed up
- To inform other drivers of a mistake
- To greet a friend on the road
- Blind pedestrians

### Emergency Flashers/Hazard Lights

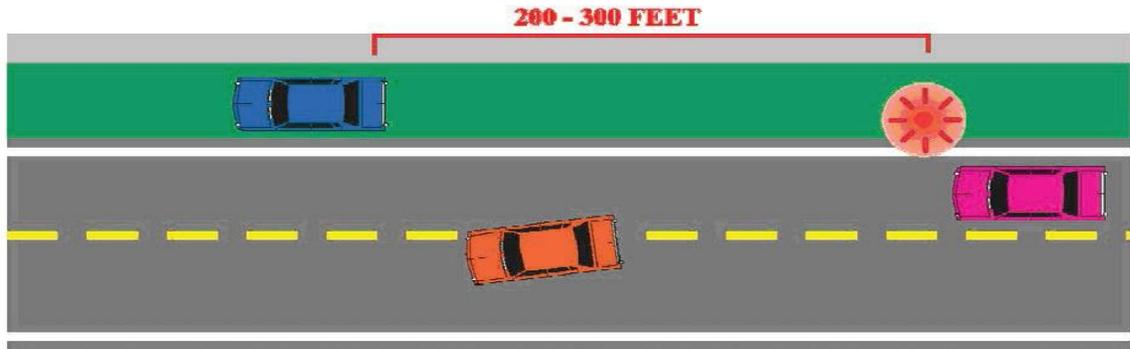


Emergency flashers or hazardous lights are activated when a driver pushes the hazard light button/switch. The lights warn other drivers of an **emergency** situation, broken down vehicle or that your car is parked on the side of the road.

If available, use your cell phone to notify authorities of a broke down vehicle. Many roadways have signs indicating which phone number to call in an emergency.

What should you do if your vehicle breaks down and you need to stop:

- Get your vehicle off the roadway and away from traffic, if possible.
- Turn on your emergency flashers
- Try to get your vehicle in a safe location where other drivers will have a clear view. Do not stop just over a hill or around a curve.
- At night a broken down vehicle will be extremely hard to see. If possible, place emergency flares behind your vehicle. This allows drivers to see your vehicle and move over. Set the flares 200-300 feet from the rear of your vehicle.



- In case you don't have emergency flares or other warning devices, use a white cloth to alert other drivers of your emergency situation. Stand by your car, where it is safe, and wave the cloth to direct traffic away from your vehicle.
- Never stand in the roadway.

## 1. Blind Spots



A blind spot in a vehicle is an area around the vehicle that cannot be directly observed by the driver while at the controls, under existing circumstances.

### Blind Spot Tips:

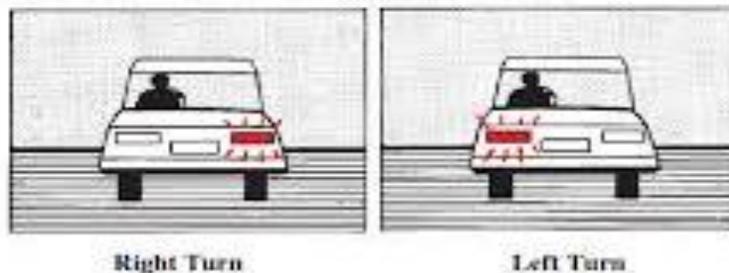
- Do not drive on either side or slightly in the rear of other vehicles.
- When passing another vehicle, do not stay in another driver's blind spot.
- Never stay alongside a large vehicle such as a tractor trailer or bus.
- Get out of the other drivers blind spot as soon as possible by speeding up or slowing down.

## LET OTHER DRIVERS KNOW YOUR INTENTIONS

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You should warn other drivers you are going to change direction or slow down. This will give them time to react, if needed, or at least not be surprised by what you do.

**Signaling to Change Directions-** Proper signaling gives a driver time to react to your moves. Turn signals should be used before a lane change, a left or right turn and each time you merge into traffic or park.



- If you plan to turn, signal 100 feet before the turn, if possible.
- If you plan to turn beyond an intersection, signal just after you pass through the intersection. If you signal earlier, another driver may think you are turning at the intersection.
- If another vehicle is about to enter the street between you and where you plan to turn, wait until you have passed to signal your turn.
- After you have made a turn or lane change, turn your signal off. A false turn signal is unsafe.

**Signaling to Slow-** Your brake lights let people know that you are slowing down. If you need to slow down or stop suddenly, tap your brake pedal three (3) or four (4) times quickly to warn those behind you.

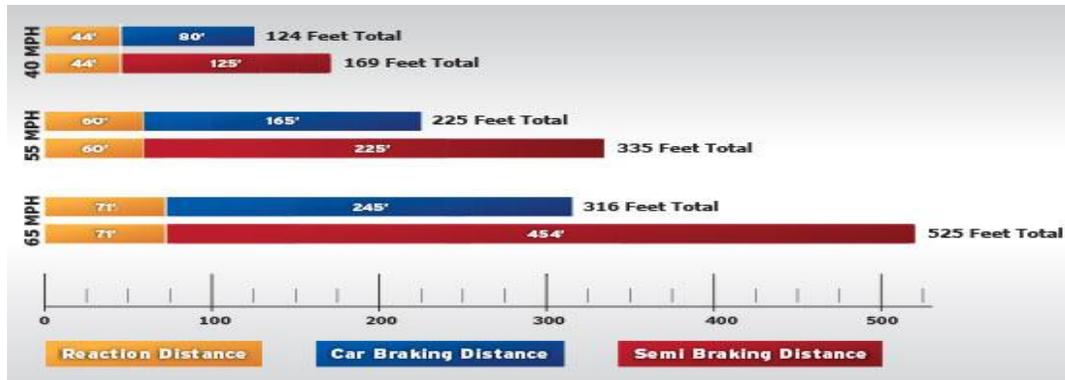
Signal when you slow:

- If turning off a roadway that does not have a dedicated exit or deceleration lane.
- To park or turn just before an intersection. Following traffic will expect you to continue through the intersection.
- To reduce speed in traffic for a hazard in the road that a driver behind you cannot see.

## ADJUSTING THE VEHICLE SPEED

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The faster your vehicle is going, the more distance it takes to slow or stop. The average passenger car traveling at 55 miles per hour can stop within a total of 225 feet.



You can reduce the time it takes to stop your vehicle by following these rules:

- Adjust your speed to road and traffic conditions
- Be aware of your surroundings
- Obey the posted speed limit signs

**Adjusting to Road Conditions-** There are road conditions which make it necessary to slow down. Drivers should slow down before a curve, when there are slippery roadways or when standing water is on the road. If you are traveling at the maximum speed allowed and road conditions become unsafe you should, slow down.

The only contact your vehicle has with the road is through the tires, so it's important to know the condition of your tires. Tires with a degree of wear on the tread could be dangerous on wet or icy road conditions. You should reduce your speed, below the posted speed limit. Not only should you check your tire tread; but also check your tires for proper tire pressure. Drivers should remember, you don't have as much traction on gravel and dirt roads as you do on concrete or asphalt. Drivers should slow down; since it takes much longer to stop and it's much easier to skid or lose control.



**Curves-** A vehicle can travel much faster in a straight line than it can in a curve. Traveling too fast around a curve will not allow your tires to grip the road, causing your vehicle to skid. Slow down before a curve, so you don't have to brake in the curve. Braking in a curve can cause the vehicle to skid.

**Slippery Roads-** Decrease your speed at the first sign of rain, snow, or sleet. These weather conditions can make the road extremely slippery, which will not allow the tires to grip the surface. How slow should you drive? On a wet road you should reduce your speed about 10 mph. On packed snow you should cut your speed in half. Use snow tires or chains on snow covered roads. On ice, you must slow to a coast.



If possible, do not drive when the roads are icy. When the road you are driving becomes very slippery due to glare ice; you should stop driving as soon as you can safely do so. Some states allow studded tires to help tires grip the road. Since studded tires damage the roadway, Arkansas will allow these special tires to be used from November 15<sup>th</sup> of each year to April 15<sup>th</sup> of the next year. Metal studded tires with protruding studs more than one-sixteenth (1/16) from the surface of rubber tread are illegal.

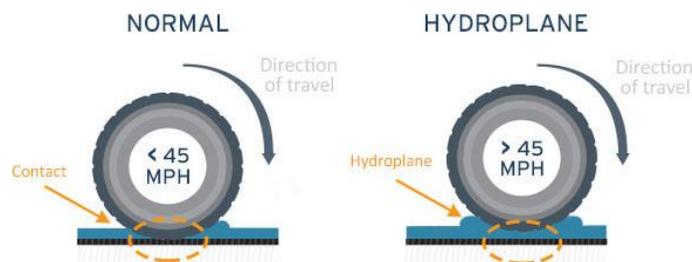
Here are suggestions to help you spot slippery road conditions:

- On cold and wet days, ice may linger in shady spots along the roadway. These areas are the first to freeze and the last to thaw.
- Overpasses and bridges can become some of the first sections of roadway to develop icy conditions. It is not unusual for bridges and overpasses to be ice covered and the stretches of roadway leading up to and away from the bridge or overpass to be clear. Unlike the highway, which gets natural heat from the ground below, the design of bridges and overpasses leaves little to insulate the roadbed and allows cold air underneath the structure to speed-up the process of developing ice along the roadbed surface.
- Ice can be very wet, when it first forms on the highway. When ice is near the freezing point it can be more slippery than at temperatures well below freezing.
- When it starts to rain on a hot day pavement can be particularly slippery for the first few minutes. Heat causes oil in the asphalt to surface on the roadway. The oil makes conditions more slippery until the rain washes it from the roadway.

**Water Over the Roadway-** When it is raining or the road is wet; most tires have good traction up to 35mph. In heavy rain, your tires can lose all traction with the road around 50 mph. The faster you move, your tires will start to ride up on the water, much like water skis. This process is called “hydroplaning”. The best way to keep from hydroplaning is to keep your speed down. Worn tires can cause your car to hydroplane.

What should you do if your vehicle begins to hydroplane (lose traction):

- Slowly take your foot off the gas pedal.
- Keep the steering wheel straight. Only turn the wheel in case of an emergency. If you have to turn the wheel, do it slowly, or you will cause the vehicle to lose control or skid.
- Do not try to stop or turn until your tires are gripping the road again.



## ADJUSTING TO THE FLOW OF TRAFFIC

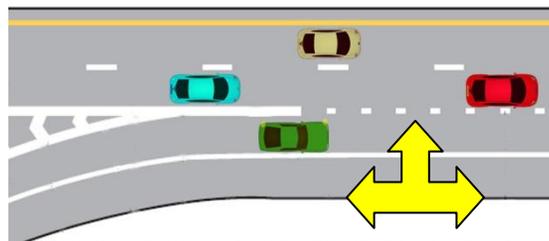
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Vehicles moving in the same direction at the same speed are less likely to hit another vehicle. Crashes involving two (2) or more vehicles often happen when drivers go faster or slower than other vehicles using the same roadway. The safest speed to drive in traffic is the same speed as other vehicles.

**Keeping Pace-** If you are going faster than other traffic, you will have to keep passing vehicles. Each time you pass another vehicle there is a chance of a collision. The vehicle you are passing may change lanes suddenly, or on a two-lane road, an oncoming car may appear suddenly. Slow down, and keep pace with other traffic. Speeding does not save more than a few minutes an hour.

Going much slower than other vehicles traveling in the same direction can be just as bad as speeding. It causes traffic to back up behind you. If vehicles are accumulating behind you, pull over and allow them to pass.

**Merging With Traffic-**When you merge with traffic, try to enter at the same speed as other traffic. High-speed roadways generally have ramps to give you time to build up speed. Use the ramp to reach the speed of other vehicles before you pull onto the road. Do not drive to the end of the ramp and stop. This will not leave you enough room to get up to speed of traffic. Also, drivers behind you will not expect you to stop. Drivers watching traffic on the main road may not have time to stop and may hit you from the rear. If you have to wait for a space to enter the roadway, slow down on the ramp to allow room to speed up when it's clear to merge. Reminder: Always check your blind spots by taking a quick glance over your shoulder in the direction you plan to move into traffic.



**What should your speed be when entering an interstate highway?**

**The same speed as other traffic.**



**Exiting Traffic-** You should drive the same speed as other traffic. If the road you are traveling has exit ramps, do not slow down until you have moved onto the exit ramp. When you are traveling a high speed, two-lane roadway, try not to slow down too soon if you have traffic following you. Tap your brakes and safely reduce your speed. Use your turn signals to let other drivers know your intentions.

**Slow Moving Traffic-** Some vehicles are not designed to maneuver at highway speeds. Some may experience mechanical problems that force the driver to slow the vehicle. As you may approach this type of traffic, give yourself time to change lanes or slow down. Slowing suddenly can cause a traffic accident.

- Watch for trucks and underpowered cars not designed to handle a steep grade. The slower vehicle can lose speed on long or steep hills, which will take longer to build speed when entering into traffic.
- Farm tractors, animal-drawn vehicles, and roadway maintenance vehicles usually travel 25 mph or less. These vehicles should have a slow-moving vehicle sign (▲) visible from the rear.

**Trouble Spots-** Be prepared for situations that limit your maneuvering options. In locations where people and their vehicles are parked; the amount of space you have to maneuver will be limited. Reduce your speed to react in crowded spaces. Here are some of the places where you need to slow down:

- Shopping centers, parking lots, and downtown areas. These are busy areas with vehicles stopping and starting, and vehicles moving in different directions.
- Rush hour with heavy traffic.
- Narrow bridges and tunnels. Vehicles meeting close together.
- At toll booths (collect a fee to use the roadway) where changing lanes, stopping, and speeding up to exit a toll booth.
- Schools, playgrounds, and residential streets. These areas have children present. Be alert for children crossing the street.



## VISIBILITY AND REACTION

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If a hazard is in your path and you need to stop, allow time and distance. Stopping a vehicle takes much longer and further to stop even if you have good tires, brakes and dry pavement:

- At 40 mph, it can take about 124 feet total stopping distance.
- At 55 mph, it can take about 225 feet total stopping distance.

If you cannot see a safe length ahead at the speed you are driving, you may not be driving at a safe speed. Traveling too fast will not allow time to stop for sudden objects.

Hazards that limit how well a driver can see:

- **Darkness**- It is harder to see objects at night than during the day. You need the ability to stop within the distance you can see ahead with your headlights. Your headlights let you see about 400 feet ahead. You should drive at a speed that allows you to stop within this distance, which is around 50 mph.
- **Rain, Fog or Snow**- Heavy rain, snowstorms or thick fog, may not allow you to see more than 200 feet ahead. In order to be safe, you should not drive more than 30 mph. Any time you cannot see the road ahead pull over in a safe place and wait until the weather clears.
- **Hills and curves**- You may not know what is on the other side of a hill or just around a curve, be ready to stop. Adjust your speed so you can stop, if needed.
- **Parked Vehicles**- Vehicles parked along the side of the road may block your view. Be ready for a person(s) getting out of a car or walking out from parked cars. Give parked vehicles as much room as possible.
- **Sight-Distance-Rule**- Drive at a speed where you can safely stop. To determine if you are driving too fast for conditions, use the “Four Second Sight Distance Rule.” Pick out a stationary object as far ahead as you can clearly see (e.g. a sign or utility pole). Start counting “one-one-thousand (1-1000), Two-one-thousand (2-1000), three-one-thousand (3-1000), four-one-thousand (4-1000).” If you reach the object before you finishing saying “four-one-thousand (4-1000)”, you need to slow down, you are going too fast. Don’t drive faster than the distance you can see, otherwise you could injure/kill yourself or others.



The “Four Second Sight Distance Rule” at night can help determine a safe distance. Use your headlights

**Speed Limits**- You must obey speed limits. Speed limits are based on the design of the road, the type of vehicles used on the road, and the road location. Before determining and setting speed limits, there are things to consider, such as side roads and driveways (since people pull out suddenly) and the amount of traffic that uses the road. Speed limits are posted for ideal conditions. Drivers must adjust their speed to current road conditions such as ice or rain. When traveling in bad weather and you cannot see or if there is heavy traffic, slow down to a safe speed. Even if you are driving the speed limit, you can get a ticket for traveling too fast for conditions.

## DISTANCE AND REACTION

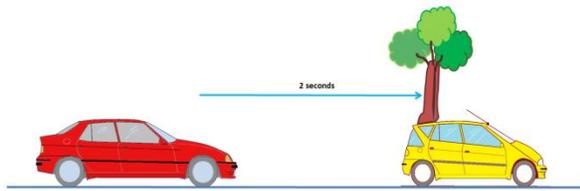
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Because you share the road with other drivers keep more distance between you and other drivers. The more distance you allow, the more time you have to react to a hazard.

Ways to allow extra space:

- **Following Distance-** Rear end crashes are very common and caused by drivers following too close. Use the “two (2) second rule” to determine if you are following too close.

Two Second Rule:



- When the rear of the vehicle ahead passes stationary point, count the seconds it takes you to reach the same point.
- Count “one-thousand-one (1-1001), one-thousand-two (1-1002).”
- You are following too close if you pass the mark before you finish counting.
- If you reach the mark before you finish counting, drop back and then count again. Repeat the process until you are following no closer than “two seconds”.

There are situations where you need more space in front of your vehicle. You may need to use a four second rule to be safe.

**Slippery Roads-** Slippery roads require more stopping distance; you need to allow space in front of you. If the driver in front of you suddenly stops, you need more room to safely stop.

**The Driver Behind You Wants to Pass-** Slow down to allow room in front of your vehicle to allow the passing vehicle to safely merge. If you are being followed too closely on a multi-lane roadway, you should move into the lane to the right when it is clear.

**Following Motorcycles-** Allow an extra cushion of space when following a motorcycle. Roads that are wet, icy or gravel and metal surfaces such as bridges, gratings, and streetcar and railroad tracks can increase the chance of falling.

**Following Drivers Who Cannot See Your Vehicle-** Drivers of trucks, buses, vans, or vehicles pulling campers or trailers may not be able to see you behind them and could suddenly stop. Be prepared. Reduce your speed and fall back will allow more room to see ahead.

**Towing-** The extra weight increases your stopping distance.

**Poor Visibility-** When certain weather conditions make it hard for you to see ahead, increase your following distance.

**Following Emergency Vehicles-** Police vehicles, ambulances, and fire trucks need room to work.

**Approaching Railroad Crossings-** Allow space for vehicles, which are required to stop at railroad crossings such as transit buses, school buses, or vehicles carrying hazardous materials.

**Stopping On An Incline-** Leave extra space when stopped on a hill. Vehicles in front of you could roll back, when taking off from an incline.

## THE SAFETY CUSHION

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**Traffic to the Rear-** Maintaining a safe distance behind your vehicle isn't always easy. You can help the driver behind you by keeping a steady speed and signaling in advance when you must stop or slow down, such as:

- Stopping to pick up or let off passengers- Try to find a safe place to stop away from traffic.
- Parallel Parking- If you want to parallel park and there is traffic from behind, turn on your signal, pull next to the space, and allow vehicles from behind to pass before parking.
- Driving Slowly- If you drive slower than other vehicles, pull to the side of the road and let the vehicles pass. There are "turnout" areas on some roadways you can use.
- Being Tailgated- if the car behind you is following too close or you are being "tailgated" move into the right lane, if possible. If there is no right lane, wait until the path ahead is clear and reduce speed. This will allow the tailgater to drive around you. Never slow down to quickly to discourage a tailgater, it will increase the risk of being hit from behind.

**Traffic to the Side-** You need space on both sides of your vehicle, leave room to turn or change lanes.

- Avoid driving next to other vehicles on multi-lane roads. Other drivers may crowd your lane, try to change lanes or even pull into your lane. Move ahead or drop behind the other vehicle.
- Keep as much space as you can between your vehicle and oncoming vehicles. Do not crowd the center line on a two (2)-lane road, always drive in the center of your lane.
- Make room for a vehicle entering on a roadway with two (2) or more lanes.
- Keep an extra space between your vehicle and parked cars. A pedestrian could stop out from a parked vehicle, between vehicles or a vehicle could be pulling out of a parking space.



Give extra space to pedestrians and bicycles. Watch out for children, they can move quickly and without warning. Do not share a lane with a pedestrian or bicyclist; wait until it is safe to pass in the adjoining lane.

- Use the "split difference rule". This is when you split the difference between two (2) hazards. For example: steer the middle course between oncoming and parked vehicles. If one appears more dangerous than the other, leave more room on the side of the vehicle that is more dangerous. If the vehicle is a tractor trailer, leave more room on the side that will pass the truck.
- When possible, take potential hazards one at a time. You are overtaking a bicycle and an oncoming vehicle is approaching, slow down and let the vehicle pass before you pass the bicycle.

**Merging-** When merging with other traffic, you need a gap of about four (4) seconds. If you move in the middle of a four (4) second gap, your vehicle and the vehicle behind you will have a following distance of two (2) seconds. When changing lanes, entering a roadway or merging with another travel lane, you should keep a four (4) second gap.

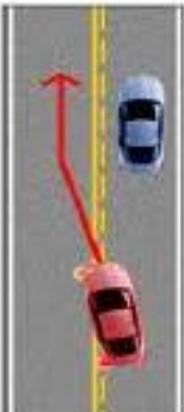
- Do not try to merge in a small gap. A small gap can quickly become even smaller. Enter a gap that gives you a large cushion of space.
- If you are going to cross more than one (1) lane of traffic, take one lane at a time.

**Intersecting Traffic-** When crossing traffic, you need a large gap to get across the road. When entering traffic, allow enough space to turn and get up to speed.

- When crossing traffic, leave enough space to clear any hazards. Stopping halfway across the road is safe when there is a median divider large enough for your vehicle to enter. Never stop in a median divider too small for your vehicle, where your vehicle may be left sticking out in the line of other vehicles.
- If you are turning left, make sure there are no vehicles or pedestrians blocking your path. You do not want to be halfway across a lane of traffic waiting for a clear path with oncoming traffic moving in your direction.
- Even with a green light, do not start across the intersection until traffic is clear. You could get caught in the intersection, when the light changes to red and block traffic. Drivers can be ticketed for blocking an intersection.
- Do not turn because an approaching vehicle has a turn signal on. The driver may intend on turning beyond the street where you are sitting or the driver may have forgotten to turn the signal off from a prior turn. A signal on a motorcycle does not automatically cancel. Wait until the driver starts to turn and then start your turn when it is safe.

**Passing Distance-** Whenever signs and road markings allow you to pass, you will need to judge whether or not you have enough space and time to pass. Do not count on having enough time to pass several cars at once. Be safe. As a general rule, only pass one vehicle at a time.

**Determining Passing Time/Space Needs**

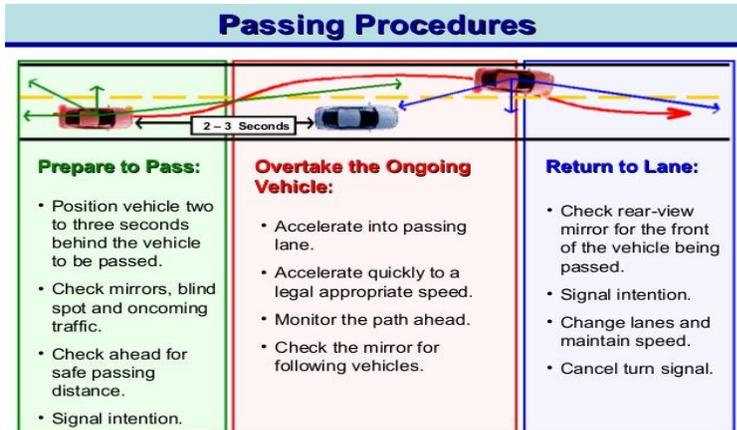


**To pass another vehicle safely you must:**

- identify a safe and legal passing zone;
- judge the time and space needed to pass;
- judge the relative speed and distance of other vehicles; and
- apply proper passing skills and complete the maneuver safely.

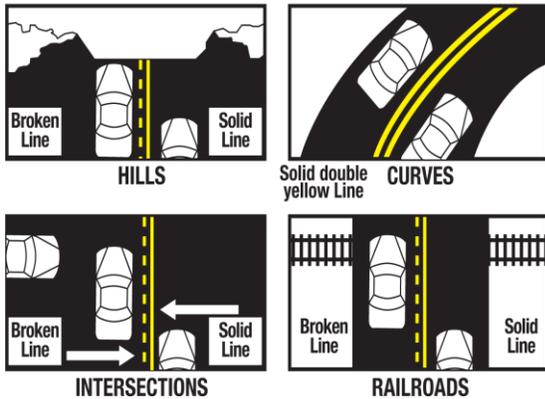
**Oncoming Vehicles-** At a speed of 55 mph, you need about ten (10) seconds to pass. This means you need a ten (10) second gap in oncoming traffic and sight-distance to pass. When passing a vehicle you must judge whether or not you have enough space and time to safely pass.

At 55 mph you and your oncoming vehicle(s) will travel over 800 feet in ten (10) seconds. This means a driver will need over 1600 feet or 1/3 of a mile to safely pass. It can be hard to judge the speed of oncoming vehicles at large distances. A vehicle too far away appears to be stationary (still). If you can see the vehicle coming closer, it may be traveling too fast to pass. When a driver isn't sure on whether or not there is enough time to safely pass, wait until there is more space before passing.



**Hills and Curves**

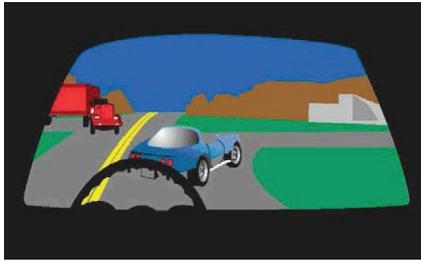
**Do NOT Overtake and Pass at These Locations**



Drivers approaching a hill or curve should be able to see at least 1/3 of a mile or about ten (10) seconds ahead. Anytime your view is blocked by a hill or a curve, you should always assume an oncoming vehicle could be coming toward you. Always expect an oncoming car and never pass within a 1/3 mile of a curve or hill.

**Intersections-** It is dangerous to pass where a vehicle may enter or cross the road. Such places include intersections, railroad crossings, and shopping center entrances. When you pass a vehicle your view of other people, vehicles or trains can be blocked. Drivers turning right into an approaching lane will not expect you within their lane and may not look before turning.

**Lane Obstructions-** Before you pass, look ahead for road conditions and traffic that could cause other vehicles to move into your lane. Don't think other drivers will make room for you, when passing. Never pass unless you have enough space to return to the driving lane.



You might lose your space for passing because of:

- People or bicyclists near the road
- A narrow bridge or other situation that causes reduced lane width
- A patch of ice, pothole, or object on the road

Before you return to the driving lane, be sure to leave enough room between your vehicle and the vehicle you have passed. At night, when you can see both headlights of the vehicle you passed in your rear-view mirror, it is safe to return to the driving lane.

## BEWARE- UNUSUAL TRAFFIC CIRCUMSTANCES

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There are certain drivers and road users you should give extra room. Here are some of them.

**Individuals Who Cannot See You-** Anyone who cannot see your vehicle may enter your path without you knowing you are there. Drivers can have problems seeing:

- Drivers at intersections or driveways who may have a blocked view by buildings, trees and other cars.
- Drivers backing into the roadway, or backing into or pulling out of parking spaces.
- Drivers whose windows are covered with snow, or ice or steam.
- Pedestrians with umbrellas in front of their faces or hats pulled below their brow.

**Individuals Who Are Distracted-** Watch for distracted drivers, even if you think they see you, allow extra room and be extra cautious. People who may be distracted include:

- Delivery persons
- Construction workers
- Children
- Other drivers on the roadway

**Individuals Who May Be Disoriented or Confused-** People who are disoriented (not thinking clearly) or who may be confused could cause an unsafe situation: Watch out for:

- Tourists, or others who aren't sure of their locations
- Drivers who slow down for no reason
- Drivers looking for an address, street sign or house number
- Drivers with medical problems

**Consideration of Other Drivers-** If a driver makes a mistake, do not make it worse. For example, if a driver attempts to pass you without enough room slow down and let the vehicle return to the driving lane. If a driver needs to make a sudden lane change, slow down and let the vehicle merge into traffic.

**Approaching a law Enforcement Vehicle with Emergency Lights Turn On-** Arkansas law requires any motor vehicle on a multilane highway to move over, whenever possible, to the farthest lane away from any stopped law enforcement vehicle with its lights turned on. This law protects police officers and individuals involved in the traffic stop from being injured or killed by traffic moving too close to the edge of the highway.

If a driver is found guilty of this law, they can be fined up to \$500, receive jail time or both. The court may order community service or suspend a person's driver's license up to six (6) months.



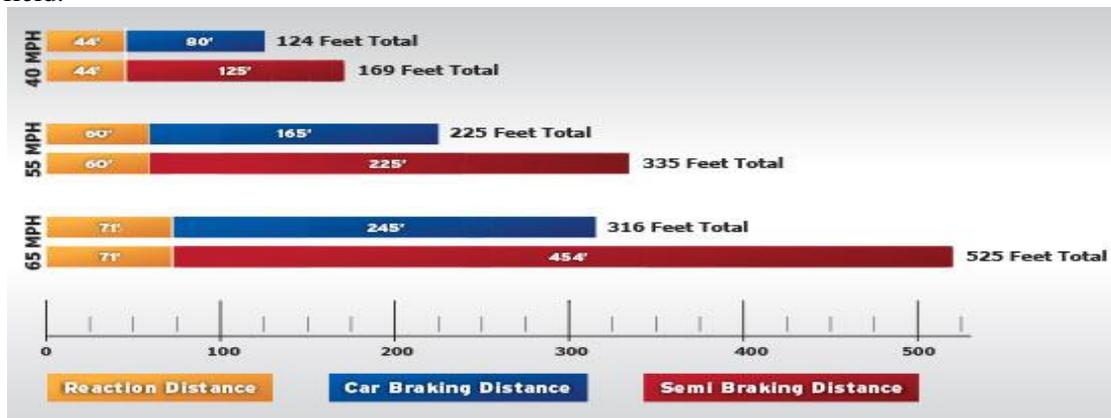
## TRACTOR TRAILER RIGS – WHAT YOU NEED TO KNOW



It may appear obvious, but tractor-trailer rigs are not large cars. To reduce the chance of a crash with a large tractor-trailer, motorists must be familiar with a truck's capabilities and common maneuvers. According to the National Highway Traffic Safety Administration (NHTSA), 72 percent of the fatal crashes involving two or more vehicles, in which one of the vehicles is a tractor-trailer, the cause are usually attributed to a car.

### Braking

Tractor-trailers take longer to stop than a car traveling at the same speed. The average passenger car traveling at 55 miles per hour can stop in about 225 feet. A fully loaded tractor-trailer traveling at 55 miles per hour may take more than 335 feet to come to a complete stop. That is the length of a football field.



### Turning

Any turning vehicles rear wheels follow a shorter path than the front wheels. A longer vehicle makes a greater difference, when turning. That's why the drivers of tractor-trailers must often swing out to the left as the first step in making a right turn. When following a tractor-trailer, watch the turn signals before trying to pass. If a left turn is eminent (going to happen), wait a moment to check and see which way the driver is signaling to turn before passing on the right.







### **Share the Road Safely with Trucks**

Motorists remaining in the blind spots along the sides and in the rear of a truck hinder the trucker's ability to take evasive action in avoiding a dangerous situation and the possibility of a crash. An excellent rule for motorists sharing the road with a tractor-trailer is, "if you can't see the truck driver in the tractor side mirror, the driver can't see you."

### **Maneuverability**

Trucks are designed to carry many products and not designed to be as maneuverable as cars. Trucks have longer stopping and acceleration distances, take wider areas to turn, and weigh much more than cars.

The following list is the most common mistakes motorists must avoid when driving around trucks:

- Cutting off a truck in traffic or on the highway to reach an exit or turn. Cutting into the open space in front of a truck removes the truck driver's cushion of safety. Trying to beat a truck to a single-lane construction zone, for instance, represents a particularly dangerous situation. Take a moment to slow down and exit behind the truck, it will only take you a few extra seconds.
- Don't linger alongside a truck when passing. Always pass a tractor-trailer completely and on the left side. If you linger when passing a truck, your position makes it impossible for the truck driver to take evasive action if an obstacle appears in the road ahead.
- When following behind a truck, if you can't see the truck driver's rear view mirrors, there is no way the truck driver can see you. Tailgating a truck or car is dangerous because you take away your own cushion of safety if the vehicle in front of you stops short. Also, if the vehicle you are following hits something in the road, you will have no time to react before it hits the front of your car.
- Never underestimate the size and speed of an approaching tractor-trailer. The size of a tractor-trailer can appear to be traveling at a slower speed than in reality. A large number of car-truck collisions take place at intersections because the driver of the car does not realize how close the truck is or how quickly it is approaching.

## SHARING THE ROAD WITH BICYCLES

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Bicycles have the same rights and responsibilities on the streets as other vehicles, and must share lanes of traffic. Bicycles are required to travel on the right hand side of the road with other traffic. Bicyclists are not allowed to travel facing oncoming traffic. They should ride as close to the right side of the road to avoid road hazards that could cause them to swerve into traffic. When you're sharing the road with bicycles, you should always expect the rider to make sudden moves. Trash, minor oil slicks, a pothole or crack in the concrete, a barking dog, a parked car or a car door opening, and other surprises can force a bicycle rider to swerve suddenly in front of you.

When cyclists are passing parked cars, they tend to move away from the cars toward the center of the lane, to avoid injuring, or being injured by, persons getting out of cars. In such cases, the bicyclist is operating the bicycle properly to avoid injury. Drivers should give the cyclist the entire lane, if possible. When road conditions prevent the entire lane, pass the cyclist with extreme caution. Cyclists who are not riding on the right side of the lane are not being careless, but attempting to account for traffic conditions and/or preparing to make a left turn.

Bicycles are hard to see. The riders are exposed and easily injured in a collision. Oncoming bicycle traffic is often overlooked.

### **Safety Tips for Motor Vehicle Drivers:**

- The most common cause of a collision is a driver turning left in front of an oncoming bicycle or turning right, across the path of the bicycle.
- Drivers often fail to pick the bicyclist out of the traffic scene, or inaccurately judge the speed of the cyclists making a left turn.
- Drivers overtaking a bicyclist and then turning right in front of the cyclist can cause an accident. Look left, then right and left again to make sure you see the cyclist and know his speed before you turn.
- Merge with bicycle traffic when preparing for a right turn. Don't turn directly across the path of a bicyclist.
- Watch for young bicycle riders turning in front of you, who may not look or signal, especially if the rider is a child.
- Most bicyclists maintain eye contact with drivers around them, when making a turn. Before turning, a driver should attempt to gain and maintain eye contact with the bicyclist to ensure a safer turn.
- Allow plenty of room when passing a bicycle rider.
- A driver should never attempt passing between a bicyclist and oncoming vehicles on a two-lane road. If you are overtaking a bicycle and an oncoming car is approaching, you should slow down and let the vehicle pass before you pass the bicycle.
- Never pass a bicycle if the street is too narrow or you could force the bicyclist too close to parked vehicles. Wait until there is enough room to let you safely pass .
- If you are about to pass a bicycle on a narrow road and you think the rider doesn't know you're coming, tap your horn gently and briefly as a signal that you're going to pass. Don't blast your horn or otherwise startle or try to intimidate the rider.

## **Residential Areas Are Danger Zones**

Bicyclists may ride in the middle of the street, disregard stop signs and traffic signals. Be careful in all neighborhood areas where children and teenagers might be riding.

- Children riding bicycles create special problems for drivers. Children are not capable of proper judgment in determining traffic conditions. Drivers should be alert to the possibility of sudden movement and sudden changes in direction when children or bicycles are present.
- Watch out for bikes coming out of driveways, behind parked cars or from other obstructions.
- Bicyclists riding at night present visibility problems for drivers. At night, watch the side of the road for bicyclists. Bicyclists are required to have proper illumination, a front light and rear reflector. Drivers should be aware that bicyclists are not easily seen. Lights from approaching traffic may make them even harder to see at night.
- If you see a bicyclist with a red or orange pennant flag attached to the bike, slow down; this is a symbol to indicate the rider has impaired hearing.

## **Lane Positions for Bicycles**

When a bicycle rider and a vehicle share the same lane, they are required to ride side by side, in the same the lane. Even then, there are certain times when a bicycle can take the full lane.

A bicyclist should be allowed full use of the lane when:

- The rider is overtaking and passing another vehicle going in the same direction.
- If the lane is marked and signed for bicycle use only, drivers must NEVER use that lane as a turning lane, passing lane or for parking.
- The bicyclist is getting in place for a left turn at an intersection or turning left into a private road or driveway.
- There are unsafe conditions in the roadway such as parked cars, moving vehicles or machinery, fixed obstacles, pedestrians, animals, potholes or debris.
- The lane is too narrow for both a car and a bicycle to safely share the lane. In this case, it is safest to let the bicycle take the full lane.

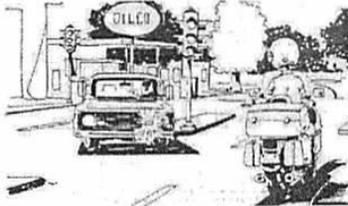
## Sharing the Road with Motorcyclist

Today's motorcycle riders are often friends, relatives, and neighbors, but still many car drivers have not adjusted to motorcycles appearing in traffic. Traveling by motorcycle is appealing to some people; they are fuel and space efficient and can be just plain fun to ride, but there is a flip side. Motorcyclists are more vulnerable to injury than a car driver if involved in an accident. Research shows that over two-thirds of the car/motorcycle accidents are the results of a car driver turning in front of a motorcyclist. Motorcyclists and cars need to mix in traffic without causing harm to each other.

For various reasons, drivers may not always see the motorcyclist. Approximately one-third of all motorcycle crashes involve another vehicle. A few of the most common reasons are:

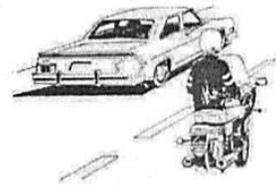
1. Many drivers tend to look for other cars not for motorcyclists.
2. The profile of a motorcycle is much smaller than a car, making an approaching motorcyclist harder to see.
3. Estimating the distance and speed of a motorcycle is more difficult than estimating that of a car.
4. Motorcycle riding requires frequent lane movements to adjust to changing road conditions.

### Situations When Crashes Are Most Likely to Occur



**Left Turns** - The most common crash between cars and motorcycles is at an intersection when the driver of a car is making a left turn in front of a motorcycle (Failure to Yield Right of Way). Over 40 % of all motorcycle crashes occur at intersections. Nearly 60 % of those crashes were caused by the other vehicles turning left in front of the motorcyclist.

**Changing Lanes and Car's Blind Spots** Motorcyclists are often hidden in a vehicle's blind spot or missed in a quick look due to their smaller size. Always make a visual check for motorcycles by checking mirrors and blind spots before entering or leaving a lane of traffic and at intersections.

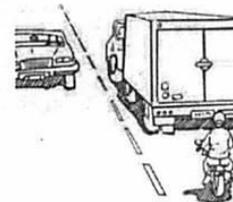


### Hazardous Road Conditions

Road conditions that are a minor annoyance to you may pose a major hazard to motorcyclists. Motorcyclists may suddenly change speed or adjust their position within a lane in a reaction to the weather or road and traffic conditions such as potholes, gravel, railroad crossings, and wet or slippery surfaces which impair the motorcyclists' braking and handling abilities. Expect and allow room for such actions by the motorcyclist.

### Strong Winds

A strong gust of wind can move a motorcycle across an entire lane if the rider isn't prepared for it. Wind gusts from large trucks in the other lane can be a hazard.



### Obstructed view by Larger Vehicles

A large vehicle such as a van, bus, or truck can block a motorcycle from a driver's view causing the motorcyclist to suddenly appear from nowhere.

### How Can I Drive Aware?

#### Look Twice for Motorcyclists

Although you may not see any cars coming, be aware there may be a motorcycle. Be careful at intersections, and always take a second look for a motorcycle before turning at an intersection, particularly when making left turns.

**Special Note:**  
If you drive aware of motorcyclists in these situations, you can help make the streets and roads safer for everyone

## **Signal Your Intentions**

Always signal before changing lanes or merging with traffic. This allows the motorcycle to anticipate traffic flow and find a safe lane position. Signal even if you don't see cars or motorcycles. Be careful when making left turns across lanes of oncoming or approaching traffic. Look carefully in all directions for approaching motorcyclists. Don't be fooled by a flashing turn signal. Motorcycle signals don't automatically cancel and riders forget to turn them off. Wait and see if the motorcycle is going to turn before you proceed.

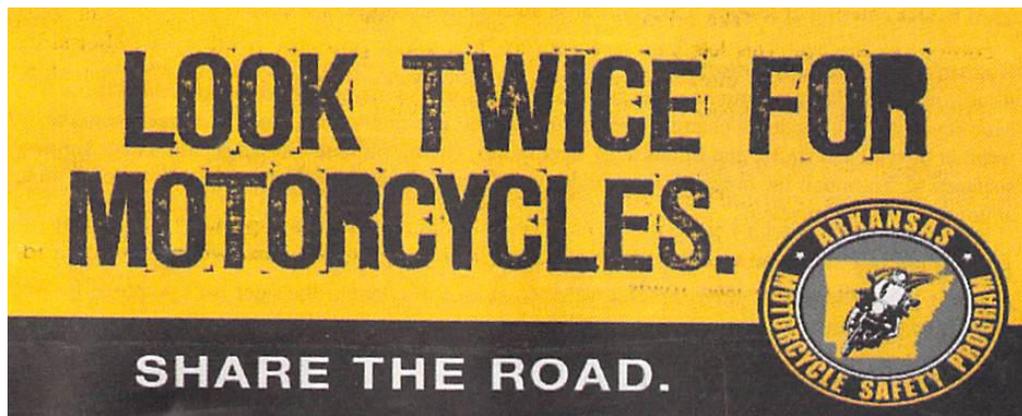
## **Respect a Motorcycle**

Allow the motorcyclist a full lane width. Although it may seem as though there is enough room in the traffic lane for an automobile and a motorcycle, the motorcycle is entitled to a full lane and may need the room to maneuver safely. Do not attempt to share the lane with a motorcycle.

## **Allow Plenty of Space When Following a Motorcycle**

The slightest contact can mean a spill or injury for the rider. Allow more following distance, at least four (4) to six (6) seconds, when following a motorcycle so the motorcyclist has enough time to maneuver or stop in an emergency. In dry conditions motorcycles can stop more quickly than a car.

For more information on Motorcycles, see the online Motorcycle Operators Manual [www.asp.arkansas.gov](http://www.asp.arkansas.gov) or contact the Motorcycle Safety Coordinator at 501-618-8127.



## DRIVING FITNESS

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Drivers should take extra time to be safe. Driving is one of the most complex things that people do. Operating a motor vehicle can injure or kill us.

In order to be a safe driver, it takes a lot of skill and judgment. Your driving ability is more difficult when you are just learning to drive and takes all of your abilities. Your ability to be a safe driver depends on seeing clearly, not being tired and driving without consuming alcohol or illegal drugs. In other words, stay in “shape” before driving.

### Vision

Good vision is a must for safe driving. Your driving decisions are based on what you see. If you cannot see clearly, you will have trouble identifying traffic, road conditions, spotting potential trouble, and reacting in a timely manner.

Vision is so important that Arkansas requires that you pass a vision test before you get a driver license. This test measures that you have at least twenty-seventy (20/70) vision in at least one eye, with or without corrective lenses. Other important aspects are:

- **Peripheral Vision**- Take advantage of peripheral vision, the field of vision from the corner of your eye. This lets you spot vehicles and other potential trouble on either side of you while you look ahead. Because you cannot focus on things to the side, use your side mirrors and glance to the side.
- **Judging Distance and Speed**- Even if you can see the road ahead, you may not be able to judge distances or speed at times. Many people have problems judging distances and speeds; it takes a lot of practice to do both. Judgment is very important in knowing how far you are from other vehicles; judging safe gaps when merging and when passing on two lane roads.
- **Night Vision** – Many people can see clearly in the daytime but have trouble seeing at night. All people have problems seeing at night. Some drivers have problems with glare while driving at night, especially with the glare of oncoming headlights. If you have problems seeing at night, don't drive unless it's necessary and if you do, be very careful.

Because safe driving depends on how well you see, drivers should have their eyes checked every two years by an eye specialist. You may not know you have poor vision unless your eyes are tested. If you need to wear glasses or contact lenses for driving, remember to:

- Wear corrective lenses, if prescribed, when you drive. If you have a restriction “B” (must wear contacts or glasses) on your driver license, you must drive with your eye wear. If stopped by law enforcement, a driver can be ticketed for failing to wear corrective lenses.
- Keep an extra pair of glasses in your vehicle. This can be helpful if you forget or misplace your glasses.
- Avoid dark or tinted glasses/contact lenses at night, even if it helps with glare. The problem is these types of lenses cut down too much light and light is needed to see the road ahead.

## **Hearing**

Hearing can be helpful when driving. The sound of horns, sirens, or screeching tires can warn you of danger. Hearing problems can happen when you least expect it. Deaf or hearing impaired drivers can adjust to conditions and be safe drivers by relying on their vision to stay alert. Studies have shown driving records for the hearing impaired to be as good as those with good hearing.

## **Fatigue**

You cannot drive safely when tired. A safe driver must be alert to avoid danger. Drivers should always be well rested to avoid becoming easily upset or irritable. Take time to make good decisions. Being rested can keep you from falling asleep at the wheel and crashing.

There are things you can do to keep from getting tired on a long trip:

- Try to get a good night's sleep before you leave.
- Do not leave on a trip if you are tired. Plan your trips so you can leave when you are rested.
- Do not take any medicine that might make you drowsy.
- Eat light meals prior to departure. Large, full meals tend to cause drowsiness.
- Take breaks. Stop regularly or as needed to walk around, breath fresh air, and refresh with coffee, soda, or juice. The few minutes spent on a rest break can save your life. Allow plenty of time to complete your trip safely.
- Avoid long trips during hours your body is accustomed to resting.
- Never drive if you are sleepy. It is better to stop and sleep for a few hours than take a chance you can stay awake.

## DRINKING AND DRIVING

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Alcohol is involved in approximately thirty-eight (38) percent of the traffic crashes in which someone is killed. If you drink alcohol, your chances of being in a crash are much greater than a person who does not drink alcohol.

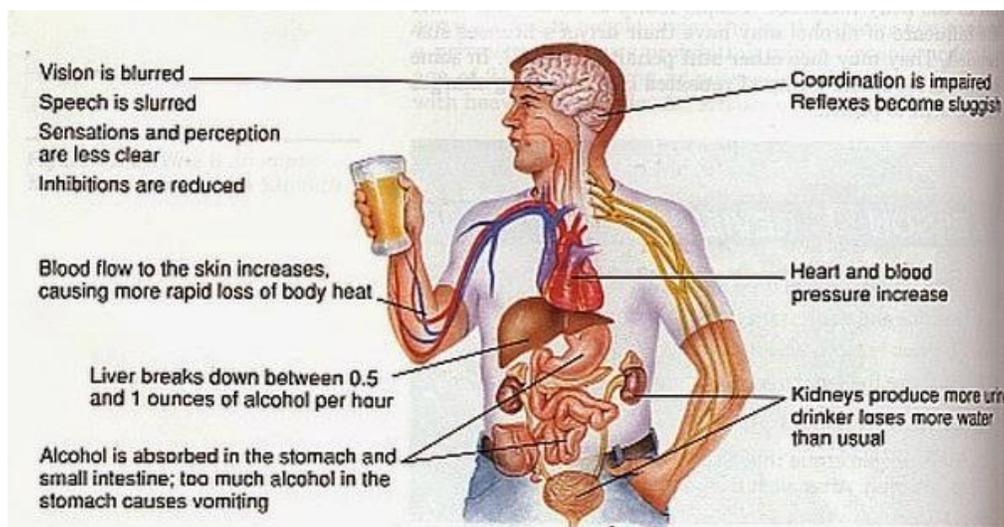
There is no safe alcohol concentration to operate a vehicle. Experienced drivers are affected by alcohol even if they have been driving for many years and new drivers are even more affected by alcohol; because they are still in the learning process. Every driver is affected by alcohol; therefore you should never drink and drive.

Drinking alcohol and driving is dangerous, the penalties are very severe. People who drink and drive risk being fined more than any other violation. These drivers will experience higher insurance rates, loss of license, possible ignition interlock device and jail sentences. Most importantly, drinking and driving can cause death or injury to yourself or others.

### *Alcohol Impairment*

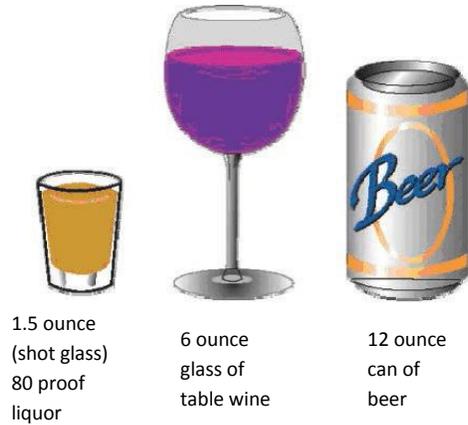
Alcohol reduces important skills you need to drive safely. After you drink alcohol, it goes from your stomach into the small intestine where most of it is absorbed into the blood, then transports the alcohol to all parts of the body. Alcohol in the blood stream reaches the brain in fifteen (15) to forty (40) minutes. Once in the brain the alcohol affects areas that control judgment and skill. The first driving ability to be affected by alcohol is judgment. Good judgment is important to driving and one reason why drinking alcohol then driving is so dangerous. Judgment helps you to decide when to stop drinking. When people consume alcohol they lose their ability to judge, until they've had too much to drink and it's too late. By the time you begin to feel the effect of the alcohol your judgment is severely affected.

Alcohol slows your reflexes/reaction time, reduces your ability to see clearly, and makes you less alert. As the amount of alcohol in your body increases, it worsens judgment and decreases skills. This will cause drivers problems when judging distances, speeds and the movement of other vehicles. An even more dangerous problem is not being able to control your vehicle.



## Body Metabolism

If you drink alcohol, do not drive. How many alcoholic drinks does it take to affect your driving, one drink. Two or more drinks may cause impairment and you could be arrested.



A single drink is considered 1.5 ounces of (80) proof liquor (one shot glass) straight or with a mixer; a 5 ounce glass of wine or a 12 ounce container of beer. Specialty drinks can have more alcohol and one drink may equal several normal drinks.

The body rids itself of alcohol at a rate of one (1) drink per hour. There is no way to sober up quickly. Coffee, fresh air, exercise or a cold shower **will not** help. Remember: Food slows the rate at which alcohol enters the blood; it **will not** prevent you from getting intoxicated. The only thing that will sober you up is time.

When drinking socially, arrange to go with two or more persons, where one of you can be the designated driver. If you do not have a designated driver, use public transportation or a cab. Never get behind the wheel if you have been drinking, the risk you are taking isn't worth the consequences of killing yourself or others.

## Alcohol and the Law

If you are arrested for drinking and driving, the penalties are severe. You will be arrested for driving while intoxicated with an alcohol concentration of 0.08% or more in the breath (grams/210 liters) or blood (grams/100 milliliters, the same as 0.08%).

In Arkansas, if involved in a traffic crash or involved in a serious traffic offense, you can be charged with DWI with a blood alcohol content between 0.08% and 0.04%.



Breath Alcohol Concentration (BrAC) is the alcohol in your breath and Blood Alcohol Concentration (BAC) is the concentration of alcohol in the blood. Blood alcohol concentration can be determined by a blood or urine test. The law enforcement officer chooses which test (breath, blood, or urine) to request. If a law enforcement officer instructs you to take an alcohol test you are compelled by law to do so. **You can lose your driver license if you refuse to take an alcohol test.**

If you are found guilty of an alcohol violation and it is first conviction, you will be fined from \$150 to \$1000, in addition to court costs. You could also be sentenced to one (1) year in jail, and your license could be suspended for 120 days. For second offense and convictions that follow after the second offense the penalties are much worse, you could be sent to prison.

In Arkansas, you cannot buy or consume alcohol under the age of twenty-one (21). **You can be arrested for Underage Driving Under the Influence if your alcohol concentration is 0.02%breath or blood alcohol concentration.** If you are found guilty after the proper test(s), you could have your license revoked until you reach twenty-one (21) years of age and could be fined \$2000. In addition, any person under twenty-one (21) years of age convicted of purchasing or being in possession of alcohol will have their driving privileges suspended, revoked or disqualified.

### ***Other Types of Drugs and Driving***

There are many types of drugs, in addition to alcohol that affect a person's driving ability. The affects of drugs are worse than those caused by alcohol. Many prescription drugs or over the counter drugs (no prescription) such as drugs for headaches, colds, hay fever, or other allergies or drugs to calm the nerves can make a person drowsy and affect their driving skills. Pep pills, "uppers", and diet pills can make a driver feel more alert for a short time. Later, these drugs can cause a person to be nervous, dizzy, unable to concentrate, and poor vision. Other drugs can affect your reflexes, judgment, vision, and alertness in ways similar to alcohol. Other drugs cannot increase concentration and do not stop impairment.

Some prescription drugs and nonprescription drugs may impair your driving. Check the label for warnings or ask your doctor or pharmacists for possible side effects before driving.



Never drink alcohol while you are taking medications or other drugs. These drugs may multiply the effects of alcohol, or have additional effects of their own. These effects not only reduce your ability to be a safe driver, but the effects could cause serious health problems or even death. Illegal drugs are not good for your health and affect your ability to be a safe driver. For example, studies have shown that people who use marijuana make more mistakes, have more trouble adjusting to glare, and get arrested for traffic violations more than other drivers.

### ***Health***

Many health problems can affect your driving- a bad cold, infection, or a virus. Even smaller problems such as a stiff neck, a cough, or a sore leg can affect your driving. If you are not feeling well and you have places to go; let someone else drive.

***Epilepsy***- Epilepsy is usually not dangerous when under medical control. In Arkansas you may drive with epilepsy, if you are under the care of a doctor and seizure free for one year.

***Diabetes-*** Diabetics, who take insulin, should not drive when there is a chance of going into shock. Diabetic shock could result from skipping a meal or snack, or from taking the wrong amount of insulin. You should have someone else drive when adjusting to an insulin dosage. Remember to have your eyes check regularly for possible night blindness and other vision problems.

***Heart Condition-*** People with heart disease, high blood pressure, or circulation problems may be in danger of blackouts, fainting, or a heart attack and should not get behind the wheel. If you are being treated for a heart condition, ask your doctor before driving.

***Emotional Distress-*** Emotions can have a great affect on your driving ability. You may not be able to drive if you are overly worried, excited, afraid, angry, or just “down”.

- If you are angry or excited, give yourself time to calm down or cool off. Take a short walk, but stay off the road until you have calmed down.
- If you are worried or “down” about something, try to keep your mind on your driving. Some people find the radio helps.
- If you are impatient, give yourself extra driving time. Leave a few minutes early. If you have plenty of time, you may not speed or do other things that could cause a traffic ticket or cause a crash.

## **EMERGENCIES**

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All drivers sooner or later find themselves in an emergency situation. Be careful and be aware of situations that could cause you driving problems. If you are prepared, you may be able to prevent any serious outcomes.

### **Vehicle Emergencies**

There is always a chance of a vehicle problem while driving. You should follow the recommended maintenance schedule in the vehicles owner's manual.

#### ***Brake Failure***

If your brakes stop working:

- Pump the brake pedal several times. This will often build up enough brake pressure to allow you to stop.
- If that does not work, use the parking brake. Pull on the parking brake handle slowly or slowly press the emergency brake pedal so you will not lock the rears wheels and cause a skid. Be ready to release the brake if the vehicle does start to skid.
- If that does not work, start shifting to lower gears and look for a safe place to slow to a stop. Make sure the car is off the roadway. Do not drive the vehicle without brakes.

#### ***Blowouts***

If a tire suddenly goes flat:

- Hold the steering wheel tightly, and keep the vehicle going straight.
- Slow gradually. Take your foot off the gas pedal and use the brakes lightly.
- Do not stop on the road if at all possible. Pull off the road in a safe place.

#### ***Engine Failure***

If the engine dies while you are driving:

- Keep a strong grip on the steering wheel. Be aware that the steering may be difficult to turn, but you can turn it.
- Pull off the roadway. The brakes will still work but you may have to push very hard on the brake pedal.

#### ***Headlight Failure***

If your headlights suddenly go out:

- Try the headlight switch a few times.
- If that does not work, put on the emergency flashers, turn signals, or fog lights, if you have them.
- Pull off the road as soon as possible.

#### ***Faulty Accelerator***

The motor keeps running faster and faster:

- Keep your eyes on the road.
- Quickly shift to neutral.
- Pull off the road when safe to do so.
- Turn off the engine.

## **Avoiding Collisions**

When it looks as if a collision may happen, many drivers panic and fail to act. In some cases they do act, but do something that does not help to reduce the chance of the collision. There is something you can do to avoid the crash, or reduce the results of the crash. In avoiding a collision, drivers have three options: (1) Stop, (2) Turn, and (3) Speed Up.

### ***Stopping***

Many newer vehicles have ABS (Antilock Braking System). Be sure to read the vehicle owner's manual on how to use the ABS. The ABS system will allow you to stop without skidding, if you need to stop quickly.

*With ABS* – If you have an antilock braking system and you need to stop quickly:

- Press on the brake pedal as hard as you can and keep pressing on it.
- You might feel the brake pedal pushing back when the ABS is working. Do not let up on the brake pedal. The ABS system will only work with the brake pedal pushed down.

*Without ABS* – If you must stop quickly and you do not have an antilock braking system:

- You can cause the vehicle to go into a skid if you brake too hard.
- Apply the brakes as hard as you can without locking the brake.
- If the brakes lock up, you will feel the vehicle start to skid. Quickly let up on the brake pedal.
- As soon as the vehicle stops skidding, push down on the brake pedal again. Keep doing this until the vehicle has stopped.

### ***Turning***

In most cases, a driver can turn the vehicle quicker than it can be stopped. You should consider turning in order to avoid a collision.

Make sure you grip the steering wheel with both hands. The best way to grip the steering wheel is to place your hands at 10 o'clock and 2 o'clock positions. Once you have turned away or changed lanes to avoid danger, you must be ready to keep the vehicle under control. Some drivers steer away from one collision only to end up in another.

*With ABS* – One aspect of having ABS is you can turn your vehicle while braking without skidding. This is helpful for turning, stopping or slowing down.

*Without ABS* – If you do not have ABS, use a different procedure to turn quickly. Step on the brake pedal, then let up and turn the steering wheel. Braking will somewhat slow the vehicle, by putting more weight on the front tires for a quicker turn. Do not lock up the front wheels when braking or when turning so sharp that the vehicle can only plow ahead. Generally it is better to run off the road than crash head-on into another vehicle.

### ***Accelerating***

Sometimes it is best or in some cases necessary to speed up to avoid a collision. You may want to accelerate when another vehicle is about to hit you from the side or from behind. Another case in which you might need to accelerate would be when there is space in front of you to get out of danger. Be sure to slow down once the danger has passed.

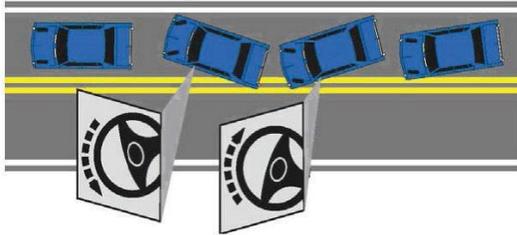
## Skids

Roads can be unsafe even under normal conditions; but even more dangerous when covered with water, snow or ice. Driving at a high speed increases the possibility of a skid if you turn or stop suddenly.



Skids (black marks on pavement) are caused when tires can no longer grip the road. You cannot control a vehicle when it is skidding. Vast majority of skids are caused by drivers traveling too fast for conditions.

If your vehicle begins to skid:



- *Stay off the Brake* – Your brakes will not work until the vehicle slow down. Your vehicle could skid more if you hit your brakes.
- *Steer* – Turn the steering wheel in the direction you want the vehicle to go. As soon as the vehicle begins to straighten out, turn the steering wheel back the other way. If you fail to turn the wheel back the other way, your vehicle may swing around in the other direction and start a new skid.
- *Continue to Steer* – Continue to correct your steering, left and right, until you gain control of the vehicle.

## Protect Yourself

You may not be able to avoid a collision. Try everything you can to keep from getting hit. If nothing works, try to lessen any injuries that could result from the crash. The most important thing you can do is use your lap and shoulder belts. Other than your safety belts, there are a couple of other evasive measures to help prevent more serious injuries.

### Rear Impact



If your vehicle is hit from the rear, your body will be thrown toward the rear of your vehicle. Press yourself against the back of your seat and put your head against the head restraint. Be ready to apply your brakes to stop from being pushed into another vehicle.

### ***Side Impact***



If your vehicle is hit from the side, your body will be thrown toward the side that is hit. Your lap and shoulder belts are needed to help keep you behind the wheel. Get ready to steer or break to prevent your vehicle from hitting another object.

### ***Front Impact***



If your vehicle is about to be hit from the front it is important to try to have a “glancing blow” rather than being struck head on. This means that if a collision is going to happen, try to turn the vehicle. At worst, you hit with a glancing blow. If your vehicle has an air bag, it will inflate. It will also deflate after the crash, so be ready to prevent your vehicle from hitting another object. You must wear your lap and shoulder belts to keep you behind the wheel, and to protect you if your vehicle has a second crash.

## **Traffic Crashes**

Do not stop at a crash unless you are involved or emergency help has not arrived. Focus on your driving and keep moving, watch for people in or near the road. Do not drive to the scene of an accident, fire, or other disaster. Your vehicle could block the way for police, firefighters, ambulances, tow trucks, and other rescue vehicles.

No matter how well you drive, there may be a time when you are involved in a crash. If you are involved in a crash, you must stop. In case you are involved in a crash with a parked vehicle, you must try to locate the owner. Any person injured, killed, or has property damage exceeding \$1000; a driver must notify police immediately. A driver cannot leave the scene of a crash with injury or death until police has talked with the driver(s) and collected all information they need about the crash. You may want to carry a basic emergency kit with flares and a first aid kit in your vehicle. Arkansas Law requires that if you are involved in a traffic crash you should, move the vehicle from the roadway; so it doesn't block traffic.

### ***Crash Scenes***

- Stop your vehicle at or near the accident site. Move it off the road, if possible, so it does not block traffic.
- Do not stand or walk in traffic lanes. You could be struck by another vehicle.
- Turn off the ignition of wrecked vehicles. Do not smoke near a wrecked vehicle. Fuel could have spilled and you could cause a fire.
- If there are electrical wires down, do not go near the wires.
- Make sure other traffic will not be involved in the crash. Use flares or other warning devices to alert traffic of the accident, but again, be aware of any spilled fuel or fuel leaks.

### ***Assisting the Injured***

- Help anyone who cannot move or anyone unconscious. Check for breathing, and then check for bleeding.
- Call for help. Make sure police are notified with a precise location of the crash scene and provide the dispatchers any warnings such as gas spills, fire or downed electric lines, follow-up with the same information given to rescue and emergency medical personnel.
- Do not move the injured unless they are trapped inside a burning vehicle or other immediate form of danger.
- If there is bleeding, supply direct pressure to the wound. Even severe bleeding can almost always be stopped or slowed by using direct pressure to a wound.
- Do not give the injured anything to drink, even water, until medical personnel are on the scene.
- To prevent an injured person from going into shock, cover the individual with a blanket or warm clothing such as a coat or jacket.

### ***Keep a Record of Crash Information***

- Get the names and addresses of all the people involved in the accident and any witnesses. Make sure to get the names and addresses of any injured persons.
- Exchange information with other drivers involved in the crash. (I.e. Name, address, driver license number, insurance company, policy number if available vehicle information such as: license plate, make, model and year of vehicle.
- Record any damage to the vehicles involved in the crash.
- Provide information to the police or other emergency officials if requested.
- Should the crash involve a parked car, try to find the owner. If you cannot, leave a note in a place where it can be seen with information on how the owner can reach you and the date and time of the accident.
- You must report the accident to the Office of Driver Services division of the Department of Finance and Administration if there is an injury, a death, or property damage in excess of \$1000 to one person's property. Accident forms are available at Office of Driver Services offices or from most insurance agents. You must file the report within thirty (30) days of the accident. If you are injured and unable to complete the report, someone may file on your behalf.

## **SKILLS TEST GUIDELINES**

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The final stage of obtaining a drivers license in Arkansas is to successfully complete a skills test. You will provide your own vehicle for this test. The applicant will be tested on his/her ability to locate vehicle controls and demonstrate their ability to safely operate a motor vehicle upon the streets and highways. Motorcycles and motor-driven cycles will follow the same guideline.

### **Preparing for the Skill Exam**

When you appear for testing, please bring your instruction permit, a valid licensed driver (not suspended or revoked) twenty-one (21) or older, current insurance (paper or electronic) and vehicle registration.

### ***Vehicle Inspection***

Applicants must be familiar with the location of vehicle controls (refer to the skills exam form) and must demonstrate where they are located in the vehicle. Examiners will also inspect the vehicle for mechanical defects. Make sure your vehicle doesn't require maintenance and there are no vehicle warning lights displayed.

A skills test will not be given if:

- The vehicle interior is excessively dirty.
- All lights do not work.
- The windshield is cracked so badly that the view is obstructed.
- The muffler and exhaust system are not operating properly.
- The horn does not work.
- The speedometer does not work.
- The tires are worn so badly as to be unsafe.
- The windows are excessively tinted.
- The examiner recognizes serious mechanical defects, such as defective brakes.
- The vehicle is not properly licensed, and the license must be properly displayed.
- **The applicant is unfamiliar with the vehicle systems and control mechanisms**

### ***Performance Guidelines:***

The skills test will measure an applicant's ability to properly and legally operate the vehicle. The driver examiner will observe the applicant to determine if the applicant:

• **Is familiar with all controls, this will include:**

- |                                 |  |
|---------------------------------|--|
| 1) Turn Signals/                | 8) Side/Rear View Mirror(s)                |
| 2) Emergency Flashers           | 9) Accelerator                             |
| 3) Headlights (high & low beam) | 10) Emergency Brake                        |
| 4) Brake Lights/Foot Brake      | 11) Seat belt                              |
| 5) Windshield Wipers/Defroster  | 12) Clean/Safe Vehicle                     |
| 6) Horn                         | 13) Mechanical Defects (No Warning Lights) |
| 7) Ignition Switch              | 14) Clutch (if applicable)                 |

- Can Properly Back
- Examples:
  - 1) Ability to place vehicle in reverse.
  - 2) Doesn't Hesitate or Uncertain on backing out of space.
  - 3) Leaves the Parking Space. (ability to back out without cutting across other spaces)
  - 4) Does not pull up to straighten vehicle.
  - 5) Does not hit or scrape a curb.
  - 6) Keeps a constant look out when backing.
  - 7) Must back in a straight line.
  
- Maintains Proper Control
- Examples:
  - 1) Controlled turns
  - 2) No driving left of center.
  - 3) Lane Changes
  - 4) Lane Usage
  - 5) Speed
  
- Obeys all traffic laws, such as speed limits, stop signs and signals, the seat belt law, use of headlights and windshield wipers, proper lane use, and others.
  
- Keeps a proper lookout for other vehicles and pedestrians
  - Examples:
    - 1) Cannot block cross walks
    - 2) Must yield to all oncoming traffic
  
- Properly adjusts to special driver situations, such as construction zones and school zones.

A violation of any law may result in a failing grade on the skills test. An applicant may be given a failing grade if the examiner observes driving practices which create a hazard to the applicant or other users of the streets or highways.

Skill guidelines have been promulgated and approved by legislature.



## Arkansas State Police Driver's Testing 1-2-3 Skills Check List

Before a skill exam can begin, all applicants must have the following:

1. **Original Drivers License Permit**
  - Do Not Photocopy
2. **Valid Licensed Driver**
  - Must present hard copy license to the examiner
  - License must be valid and not expired, suspended or revoked
  - Licensed driver must be twenty-one (21) years or older, if applicant is driving.
  - An unrestricted driver with a valid Class D, 16 and older, may drive the applicant to the test center.
3. **Current Proof of Insurance and Current Vehicle Registration**
  - Proof of Insurance can be paper card or electronic



### Important Information:

The permit is valid for one (1) year and **cannot** be renewed. The skills exam must be completed and a license purchased before the one (1) year expiration. Failure to complete requirements will result in the applicant retaking all phases of the drivers exam. Permits cannot be extended for any reason; due to inclement weather. No Exception!

The permit allows the applicant to drive with a licensed driver, twenty-one (21) years or older, to practice driving. You must wait thirty (30) calendar days (from the date of issue) before returning for the driving portion. Please refer to the Arkansas State Police website <http://asp.ark.org/services-and-programs/detail/driver-examination> or ask an Examiner for a testing center near you. The number of road test are limited in certain areas, please make sure you arrive on time. Please refer to the Arkansas Drivers Manual, page 86, for more detailed information.

Vehicles must be clean and in good mechanical condition.

**REMEMBER: Road tests are not given in rain, fog, sleet, snow or when the roads are wet or slippery**

**If you wear contacts or glasses, please bring them with you to test!**

## ARKANSAS ORGAN & TISSUE DONOR INFORMATION

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Following the successful completion of driver testing, Arkansas license applicants will be asked whether they wish to register as an organ or tissue donor. The words “Organ Donor” will be printed on the front of the Arkansas driver license for those individuals who choose to participate as a registered organ donor.

Arkansas driver license holders, identified as organ donors, will be listed in a state registry. The donor driver license and registry assist emergency services and medical personnel to identify the individuals who have chosen to offer upon death, their body’s organs to help another person have a second chance at life (i.e. the transplant of a heart, kidneys, liver, lungs, pancreas, corneas, bone, skin, heart valves or tissue).

It will be important, should you choose to participate in the donor program to speak with your family about the decision so that your wishes can be carried-out upon your death. Please review some of the facts you should know about organ and tissue donations:

- Thousands of people are waiting lists to receive organ transplants.
- Approximately 17 patients on average die each day while waiting on a suitable organ donation (one person every 85 minutes).
- The decision to become an organ or tissue donor will not influence the quality of emergency care or medical treatment an organ donor might receive. Organ donations may only occur after every effort has been made to save the donor’s life.
- Organ and tissue donations do not change they way the body may appear. Organ and tissue donors are treated with respect and dignity. Organ harvesting occurs through a sterile surgical process under the strict guidance of a physician.
- The families of organ and tissue donors are not expected to pay for any medical bills associated with the organ harvesting process.
- Organ and tissue donations are considered gifts and family survivors of a donor receive no compensation.
- While many religious orders or denominations may not oppose the principals of humas organ and tissue donations, specific questions relating to this matter should be directed to your family pastor, cleric or religious leader.

\*Source material from Arkasnas Regional Organ Recovery Agency

The Arkansas Organ Donor Registry is managed by the Arkansas Regional Organ Recovery Agency (**ARORA**). For more information about organ and tissue donation, contact **ARORA** by calling (501) 907-9150 or (866)660-5433, or log onto the **ARORA** web site at [www.arora.org](http://www.arora.org)

## License Codes Beginning May 18th, 2015

### Class of License

Code	Definition
<b>A</b>	Combination Vehicle - Class A, B, C, and D
<b>B</b>	Heavy Straght Vehicle - Class B, C, and D
<b>C</b>	Small Commerical Vehicle - Class C and D
<b>D</b>	Non-Commercial Vehicle
<b>M</b>	Motorcycle Only
<b>MD</b>	Motor Driven Cycle

### Endorsements

Code	Definition
<b>H</b>	Hazardous Materials
<b>M</b>	Motorcycle
<b>MD</b>	Motor Driven Cycle
<b>N</b>	Tank Vehicles
<b>P</b>	Passengers
<b>S</b>	School Bus
<b>T</b>	Doubles/Triples
<b>X</b>	H and N Combined

### Medical

Code	Definition
<b>D</b>	Diabeties
<b>H</b>	Hearing Impaired
<b>L</b>	Living Will
<b>P</b>	Persons with Disability
<b>S</b>	Seat Belt Exempt

### Restrictions For DL

Code	Definition
<b>1</b>	Interlock Device
<b>2</b>	Act 394 of 2009 (Intermediate DL only)
<b>3</b>	With Licensed Adult
<b>4</b>	ID Card/Suspended (Online Only)
<b>5</b>	Seatbelt Required On All Passengers
<b>6</b>	Passenger NCL Only
<b>B</b>	Corrective Lenses (Glasses or Contacts)
<b>C</b>	Mechanical Aid
<b>D</b>	Prosthetic Aid
<b>F</b>	Outside Mirrors
<b>G</b>	Daylight Only
<b>H</b>	Limited for Employment
<b>I</b>	Limited Other
<b>J</b>	Other
<b>S</b>	No Manual Transmission Equipped NCL

### Restrictions For CDL

Code	Definition
<b>7</b>	Diesel Fuel, Fertilizer Only
<b>E</b>	No Manual Transmission Equipped CMV
<b>K</b>	For Intrastate Only
<b>L</b>	No Air Brake Equipped CMV
<b>M</b>	No Class A Passenger Vehicle
<b>N</b>	No Class A and B Passenger Vehicle
<b>O</b>	No Tractor-Trailer CMV
<b>P</b>	No Passengers in CMV Bus (CLP Only)
<b>V</b>	Medical Variance (SPE/Waiver)
<b>W</b>	Seasonal Farm Service Vehicle
<b>X</b>	No Cargo in CMV Tank Vehicle (CLP Only)
<b>Z</b>	No Full Air Brake Equipped CMV