

## Industrial Technology Department TRK 1 Commercial Driver License Class A

### Instructor Information

Instructor: Mark Dodge  
Office location: TT02 Missoula College West Campus (3639 South Avenue West)  
E-mail address: mark.dodge@umontana.edu  
Phone number: 406.243.7650  
Office hours: Regular office hours or by appointment

### Course Description

This course is intended to give specific classroom and field instruction to acquire a Class A Commercial Driver License. During Orientation, students receive classroom instruction to pass general knowledge, air brakes and combination vehicles exams administered by the local Montana Motor Vehicle Division Commercial Driver License bureau. The permitted student driver then receives specific classroom and field instruction to pass the skills test administered by the local Montana Motor Vehicle Division Commercial Driver License bureau. A pre-trip vehicle inspection, basic vehicle control skills and on-road driving exam comprise the skills test.

### Learning Outcomes

1. Develop an understanding or general knowledge of truck driving concepts
2. Understand the peculiarities associated with combination vehicles
3. Recognize the unique features of Commercial Motor Vehicle air brakes
4. Pass general knowledge, airbrakes and combination vehicle exams administered by the Montana Motor Vehicle Division Commercial Driver License bureau and obtain a Class A instructional permit
5. Understand and recite a safety pre-trip vehicle inspection performed on a combination vehicle
6. Learn and execute basic vehicle control skills
7. Achieve excellence while demonstrating on-road driving skills
8. Course completion is determined by the Montana Motor Vehicle Division Commercial Driver License bureau as a pass of an administered skills test and attaining a Class A CDL

### Required Textbooks

1. *Montana Commercial Driver License Manual* free from the local Motor Vehicle Division examination office or in PDF online at: [Commercial Driver License Manual \(https://dojmt.gov/wp-content/uploads/25-0300.pdf\)](https://dojmt.gov/wp-content/uploads/25-0300.pdf)
2. *Tractor-Trailer Truck Driver Training* by Alice Adams, 4<sup>th</sup> edition  
Paperback: 864 pages  
Publisher: Cengage Learning; June 21, 2012  
ISBN-10: 1111036489; ISBN-13:978-1111036485  
Available amazon.com new or used.
3. *Federal Motor Carrier Safety Regulations Pocketbook* (Green Book™)  
Available from J.J. Keller & Associates, Inc:  
<http://www.jjkeller.com/shop/Product/Federal-Motor-Carrier-Safety-Regulations-Pocketbook-Green-Book>

## Required Assignments and Tests

1. Three knowledge exams (general knowledge, air brakes and combination vehicles) will be scheduled with the Motor Vehicle Division exam office online: [Motor Vehicle Division Scheduling](http://www.doj.mt.gov/driving) (<http://www.doj.mt.gov/driving>).
2. A skills examination (pre-trip vehicle inspection, basic vehicle control and on-road driving skill) will be scheduled with the Motor Vehicle Division exam office online: [Motor Vehicle Division Scheduling](http://www.doj.mt.gov/driving) (<http://www.doj.mt.gov/driving>).
3. Quizzes, assignments and exams will be administered by the instructor to determine student progress

## Course Guidelines and Policies

### Prerequisites

Prerequisite procedures are detailed in the Student Training Handbook given to each registrant at the time of their registration/deposit for the course. Documentation of prerequisites must be delivered to Mickey Lyngholm at Missoula College campus.

1. Students must pass a Department of Transportation physical.
2. Students must have taken a Department of Transportation drug screen.
3. Students must have established their Montana driver's license is currently clear from any outstanding warrants, suspensions or revocations. For an online Motor Vehicle Record, use the following link: [Motor Vehicle History Report](https://app.mt.gov/cqi-bin/dojdrs/dojInteractivePublic.cgi) (<https://app.mt.gov/cqi-bin/dojdrs/dojInteractivePublic.cgi>)
4. Students must initiate a [background check](https://app.mt.gov/choprs/) (<https://app.mt.gov/choprs/>)
5. National Career Readiness Certificate, an assessment of workplace readiness, available to attendees by appointment with Mickey Lyngholm
6. Student drivers must obtain the instructional permit after the first week of instruction to continue this course

### Safety

**SAFETY IS NOT DISCRETIONARY.** This course involves student drivers operating unfamiliar heavy equipment and the student must follow best safety practices and procedures without fail.

### Attendance

**ATTENDANCE IS NOT DISCRETIONARY.** Students are expected to attend all scheduled classes.

### Cell Phone / Personal Electronic Devices

Cell Phones/Pagers/IPods: These devices are not allowed in the classroom or in the field, other than with prior approval of the instructor in case of emergency. Electronics must be turned off during tests.

### Student Conduct Code

All students must practice academic honesty. Academic misconduct is subject to an academic penalty by the course instructor and/or a disciplinary sanction by the University. All students need to be familiar with the Student Conduct Code. The Code is available for review online at: [Student Conduct Code](http://www.umt.edu/vpsa/policies/student_conduct.php) ([www.umt.edu/vpsa/policies/student\\_conduct.php](http://www.umt.edu/vpsa/policies/student_conduct.php)).

### Disability modifications

The University of Montana assures equal access to instruction through collaboration between students with disabilities, instructors, and [Disability Services for Students](https://www.umt.edu/dss/default.php) (<https://www.umt.edu/dss/default.php>). If you think you may have a disability adversely affecting your

academic performance, and you have not already registered with Disability Services, please contact Disability Services in Lommasson Center 154 or call 406.243.2243. I will work with you and Disability Services to provide an appropriate modification.

### Assignment expectations

1. Students will need to study the Montana Commercial Driver License Manual independently in addition to the regular class instruction to pass the Commercial Driver license knowledge exam.
2. Students will need to practice basic vehicle controls and pre-trip vehicle inspection independently when necessary to pass the skills exam.

### Grading policy

To obtain an instructional Class A CDL permit a student must pass Montana Motor Vehicle Division knowledge exams. A passing grade is determined by the MVD to be 80% correct for each of the knowledge tests: general knowledge, airbrakes and combination vehicle. The Class A skills examination is a pass / fail final exam. The Motor Vehicle Division examiner determines the pass or fail of the skills examination.

**NOTE: Faculty reserves the right to modify syllabi and assignments as needed based on faculty, student and or environmental circumstances.**

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## Industrial Technology Department

### TRK 2 CDL Class A Finishing Program

#### Instructor Information:

Instructor: Mark Dodge  
Office location: TT02 Missoula College West Campus (3639 South Avenue West)  
E-mail address: mark.dodge@umontana.edu  
Phone number: 406.243.7650  
Office hours: Regular office hours or by appointment

#### Course Description:

This course is intended for current Class A licensed drivers to gain entry into the trucking community using advanced operating practices while learning high level driving skills that professional drivers need to safely operate a tractor trailer under all types of complex traffic conditions. Fully-loaded tractor trailer operations is a primary focus of the course to best simulate the real world driving environment students will encounter when employed.

#### Learning Outcomes:

1. Mastery of shifting the tractor trailer manual transmission employing double-clutching techniques
2. Recognize the relationship between proper gear selection and transportation safety
3. Understand shifting techniques and their correlation to fuel optimization
4. Understand the relationship between R.P.M. matches and road speed
5. Explore different methods of traffic analysis using space and speed management
6. Succeed in safely operating a tractor trailer within city traffic and in close proximity environments
7. Achieve excellence in performance of multiple real world docking maneuvers
8. Understand how to manage a logbook to maximize drive time within DOT limits
9. Develop an understanding of Compliance, Safety and Accountability and its influence on the individual driver, the individual company and the trucking Industry as a whole

#### Required Textbooks:

1. Adams, A. (2013). Tractor-Trailer Truck Driver Training. Clifton Park: Delmar
2. *Record of Duty* status document - logbook

#### Course Calendar:

Course dates are arranged with the Missoula College Outreach Department

## Required assignments and tests:

1. Student drivers must pass the downhill operations skills exam
2. Quizzes, assignments and exams will be administered by the instructor to determine student progress

## Course guidelines and policies:

### Pre-requisite

- 1) Students must possess Class A Commercial Driver License.
- 2) Students must have established their Montana Class A driver's license is currently clear from any outstanding warrants, suspensions or revocations. For an online Motor Vehicle Record, use the following link: [Motor Vehicle History Report](https://app.mt.gov/cgi-bin/dojdrs/dojInteractivePublic.cgi) (https://app.mt.gov/cgi-bin/dojdrs/dojInteractivePublic.cgi)
- 3) Students must initiate a [background check](https://app.mt.gov/choprs/) (https://app.mt.gov/choprs/)
- 4) **Prospective Training Testing:** Each student will be **required** to take a five panel Department of Transportation drug screen test **before** entering the finishing program.
- 5) National Career Readiness Certificate available to attendees

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### Assignment expectations

1. Students will need to complete assignments as they are given.
2. Assigned independent backing exercises will be necessary for students to develop their skills and achieve backing excellence.

### Grading policy

The Class A CDL student driver will pass the course when the advanced driving road skills and advanced backing skills exams are passed at 80%.

**NOTE: Faculty reserves the right to modify syllabi and assignments as needed based on faculty, student and or environmental circumstances.**

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**Registration for Commercial Driver's License Training**  
Outreach Course – Not for Credit

Return with payment to:  
Missoula College Cashier  
909 South Avenue West  
Missoula, MT 59801

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Date \_\_\_\_\_

Name and Mailing Address: \_\_\_\_\_  
(please print) \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_ E-mail \_\_\_\_\_

**Cost of Instruction \$3000** (minimum deposit \$375.00 to hold registration) ANA  
Amount remitted: \_\_\_\_\_

Method of Payment:  Cash  Check/Money Order: Number \_\_\_\_\_  
 Visa  MasterCard  Discover

Credit Card Number \_\_\_\_\_ Expiration \_\_\_\_\_ Card Code \_\_\_\_\_

Signature \_\_\_\_\_

**MCT037 ACTV 5 50261**

**Requests for refund, less a \$50.00 non-refundable deposit, should be submitted to Office of Outreach at Missoula College one week before start of CDL class. The University reserves the right to cancel programs if the registration minimum is not met. In the event of cancellation, the University's liability is limited to the full refund of your registration fee.**

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