

**SEWARD COUNTY COMMUNITY COLLEGE
COURSE SYLLABUS**

I. TITLE OF COURSE: TD1022- CDL Log Books

II. COURSE DESCRIPTION: 2 credit hours
1 hours of lecture and 1 hours of lab per week.

This two credit hour course is designed to familiarize and orient students to safe driving practices and review state of Kansas Tractor Trailer Driver Training manual & DOT rules & regulations with specifics to maintain an Over-the-Road Record Management system. For each unit of credit, a minimum of three hours per week with one of the hours for class and two hours for studying/preparation outside of class is expected.

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Pre-requisite: none

III. PROGRAM AND/OR DEPARTMENT MISSION STATEMENT:

Truck Driver Training students will learn how to properly operate an eighteen-wheeler, including how to shift, back up, and basic controls. Students will be eligible & prepared to take their CDL exam to receive their CDL license. The program adheres to industrial standards of safety & work performance. The curriculum is based on industry-validated standards including:

1. Speed and Space Management
2. Accident Procedures
3. Emergency & Hazard Awareness
4. Preventative Maintenance
5. Troubleshooting
6. Vehicle Inspection
7. Cargo Documentation & Handling
8. Trip Planning
9. Driver Health and Safety

[Prog_Mission]

IV. TEXTBOOK AND MATERIALS:

1. Hours of Service & Drivers Logs Workbook
2. Drivers Log Book

V. SCCC OUTCOMES

Students who successfully complete this course will demonstrate the ability to do the following SCCC Outcomes.

I: Read with comprehension, be critical of what they read, and apply knowledge gained to real life

IX: Exhibit workplace skills that include respect for others, teamwork competence, attendance/punctuality, decision making, conflict resolution, truthfulness/honesty, positive attitude, judgment, and responsibility

VI. COURSE OUTCOMES:

Providing the student with written and verbal instructions and checklists based on DOT requirements and guidelines the student must demonstrate workplace practices in the following areas.

1. Knowledge of federal & state DOT Log Book regulations.
2. To demonstrate safe workplace practices in the maintenance of driver log books.
3. To be able to neatly & accurately plan & document drivers activities.

VII. COURSE OUTLINE:

1. Log Book Regulations
2. Log Book Maintenance

VIII. INSTRUCTIONAL METHODS:

1. Lecture/Discussion
2. Demonstration
3. Video/DVD
4. Industry Prepared Handouts

IX. INSTRUCTIONAL AND RESOURCE MATERIALS:

1. Classroom Handouts
2. Hours of Service Video
3. Federal Motor Carriers Handbook

X. METHODS OF ASSESSMENT:

The student evaluation will be based upon class discussion, examinations, class attendance, student participation, student objectives worksheets. Shop activities along with live work projects are also used.

1. Outcome #1: Read with comprehension, be critical of what they read, and apply knowledge Gained to real life situations - Objectives worksheets, Student participation
2. Outcome # 9: Exhibit workplace skills – Live work

XI. ADA STATEMENT:

Under the Americans with Disabilities Act, Seward County Community College will make reasonable accommodations for students with documented disabilities. If you need support or assistance because of a disability, you may be eligible for academic accommodations. Students should identify themselves to the Dean of Students at 620-417-1106 or going to the Student Success Center in the Hobbie Academic building, room 149 A.