



**COURSE OUTLINE**  
**Palo Verde College**  
 One College Drive, Blythe, CA 92225  
 (760) 921-5500

Course Control Number: CCC000326741

Latest Revision: 4/1/10

Board Approval: 5/25/10

**1. Course Information. Course Initiator: George Colangeli**

Subject Area and Course Number: <b>ABE 024</b>		Course Title: <b>CDL Bus Operator License®</b>			
New Course <input type="checkbox"/> Revised <input type="checkbox"/> Updated <input checked="" type="checkbox"/>		Static ID <b>C02403</b>		TOP Code <b>094750</b>	Credit Status Request <b>N=Noncredit</b>
Classification Code <b>L=Not Applicable</b>		SAM Code <b>C=Clearly occupational</b>		Course prior to college level <b>Y=Not applicable</b>	
Noncredit category <b>I=Short-term vocational</b>		Meets a unique need: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Course duplicated: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Demand/Enrollment Potential: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Transfer request <b>C=Non-transferable</b>		Articulation request: UC <input type="checkbox"/> CSU <input type="checkbox"/> CSU-GE <input type="checkbox"/> IGETC <input type="checkbox"/> CAN <input type="checkbox"/>			
Basic Skills <b>N=Not a Basic Skills Course</b>		Funding Agency <b>Y=Not Applicable</b>			Course Program Status <b>2=Stand-alone</b>
Co-Op Status <b>N=Not Part of a Co-Op Program</b>		Special Class Status <b>N=Course is Not a Special Class</b>			

2. Some or all aspects of this course may be delivered in a Distance Education mode: Yes  No   
If checked yes, all questions pertaining to Distance Education must be answered.
3. This course has laboratory or clinic/field hours: Yes  No   
If checked yes, this outline must include a list of laboratory or clinic/field activities or topics.
4. This course has prerequisites, co-requisites, or advisories: Yes  No   
If checked yes, please complete a [Prerequisite Justification Form](#).
5. Curriculum Committee Approval Date: 4/22/10
6. After Curriculum Committee approval, the following is to be completed by the Office of Instruction:

TRANSFER APPROVAL STATUS	ARTICULATION APPROVAL STATUS				
	Not Requested	Date of Submission	Approval Pending	Approval Denied	Date Approved
Approval Pending					
UC	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
CSU	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
CSU-GE	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
IGETC	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
CAN	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	

**CATALOG DESCRIPTION:**

This course prepares students for the written portion of the California Department of Motor Vehicles Commercial Driver's License test. Students will learn the fundamentals of operating a public transit bus. Other topics include safety, vehicle inspections, personal management, and report writing.

**UNITS:**

**FACE TO FACE:**           **Hours Per Week: Lecture: 24   Laboratory: Clinic/Field:**

**DISTANCE EDUCATION:**

**ENTRY LEVEL SKILLS, PRE-REQUISITES, CO-REQUISITES AND ADVISORIES:**

18 years of age.  
Class "C" driver's license.

**OBJECTIVES and LEARNING OUTCOMES:**

**Upon successful completion of the course the student will be able to:**

1. Conduct pre-trip, en-route, and post-trip vehicle inspections on 40 foot busses with air brakes
2. Take the written portion of the California Department of Motor Vehicles exam
3. Operate air brake systems on a public transit vehicle
4. Keep accurate counts of passengers
5. Adhere to bus schedules
6. Write vehicle inspection reports
7. Track on-duty hours in a travel log book
8. Operate a wheel chair lift
9. Greet and treat customers in a friendly manner
10. Follow prescribed emergency procedures when necessary

**COURSE OUTLINE AND SCOPE:****1. Outline of Topics or Content:**

1. State laws and rules
2. Vehicle inspections
3. Vehicle control
4. Shifting gears
5. Explain driving in adverse (including hot) weather
6. Explain driving on various terrain
7. Railroad crossings
8. Seeing hazards
9. Communication
10. Emergencies
11. Skid control and recovery
12. Accident procedures
13. Haz Mat rules
14. Loading and unloading passengers
15. Passenger management
16. Air brakes
17. Special driver certifications

**2. If a course contains laboratory or clinic/field hours, list activities or topics:****3. Examples of Reading Assignments:**

Newspaper and magazine articles about mass transit  
California Commercial Driver Handbook

Federal Motor Carrier Handbook

**4. Examples of Writing Assignments:**

- Vehicle inspection sheets
- Time log books
- Incident reports
- Ridership reports

**5. Appropriate Assignments to be completed outside of class:**

Ride a bus as a passenger and report the experience to the class

**6. Appropriate Assignments that demonstrate critical thinking:**

Discuss hypothetical situation involving passengers and driving conditions or situations

**7. Other Assignments:**

Take a practice "DL 170" test

**8. Indicate any assignments that are unique to the Distance Education mode of delivery:**

**METHOD OF EVALUATION—FACE TO FACE:**

- Attendance and participation
- Written exams and quizzes
- Oral exams

**METHOD OF EVALUATION—DISTANCE EDUCATION:**

**METHOD OF INSTRUCTION—FACE TO FACE:**

- Lecture
- Videos
- Powerpoint

**METHOD OF INSTRUCTION—DISTANCE EDUCATION:**

**REPRESENTATIVE TEXTBOOKS, AND OTHER READING AND STUDY MATERIALS:**

This section shall include author(s), title, and current publication date of all representative materials.

- California Commercial Driver Handbook, State of California Dept. of Motor Vehicles
- Instructor Handouts
- Federal Motor Carrier Handbook

**SIGNATURES:**

**COURSE INITIATOR** \_\_\_\_\_ **DATE** \_\_\_\_\_

**LIBRARY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**CHAIR OF CURRICULUM COMMITTEE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**SUPERINTENDENT/PRESIDENT:** \_\_\_\_\_ **DATE** \_\_\_\_\_