

Handout # 1	Cockpit drill & Controls	
Previous Experience	None required	
Cockpit Drill DSSSM	Doors	Check all doors are closed properly Check the handbrake is secure
	Seat	Adjust seat so left foot can press clutch fully without stretching This should feel comfortable and there should be slight bend in knee The centre of the head restraint should level with ears.
	Steering	Adjust back (rake) of seat so both hand can reach steering wheel with a slight bend in elbows. Hold steering wheel at 10 to two or quarter to three.
	Seatbelt	Check fastened properly with no twists or turns. Check all passengers are wearing theirs too – “no belt no ride”
	Mirrors	Adjust centre mirror so you can see top & bottom of rear window and a little of your headrest Adjust both door mirrors so horizon is centre and you can see a thumbs width of your car. Do NOT learn forward when adjusting mirrors – should be in normal driving position
Foot Controls	Gas	Use with right foot only, and press very gently – width of a £1 coin Puts fuel into engine – making car go faster
	Brake	Use with right foot only, and press very gently – width of a £1 coin to achieve progressive braking . Brakes operate on all 4 wheels and slow the car down.
	Clutch	Used with left foot only – can press all the way down in one movement Breaks the link between the engine and wheels Release gently (width of a finger each second) to find the biting point Used when changing gears, and just before stopping
Hand Controls	Gears	Used in conjunction with clutch pedal Each gear had its own speed range. 1 st gear is used from 0-10mph is the most powerful gear.
	Handbrake	Or parking brake is used to secure car when parked or waiting.
	Steering Wheel	Hold with both hands with light grip, at 10 to two position. Look where you want to go, the hands will follow! Use pull and push technique – do NOT cross hands
	Indicators	Use finger tips to push stalk in direction you want to go