

CHAPTER FIVE

Safe Vehicle Operation

Even the most experienced drivers can be distracted while driving. A defensive driver looks out for the actions of other drivers and anticipates potential problems.

Lane Markings

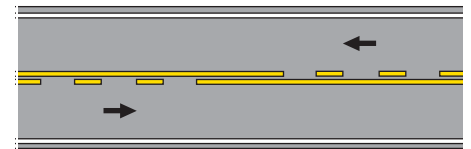
Lane markings separate traffic and alert drivers when it is permissible to pass other vehicles.

Yellow Lane Markings

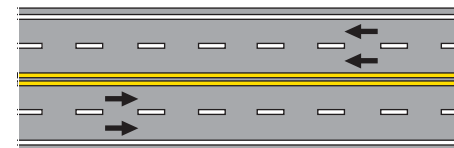
Yellow lane markings separate multiple lanes of traffic going in opposite directions. You may cross a broken yellow line to pass another vehicle when it is safe, but you should not cross a solid yellow line except to turn.



Two-lane road with
a solid yellow line



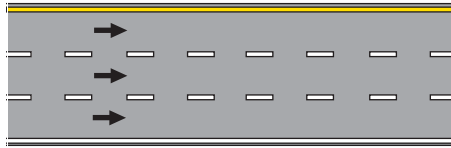
Two-lane road with
a broken yellow line



Four-lane road with
a solid yellow line

White Lane Markings

White lane markings separate multiple lanes of traffic going in the same direction. Most roads with more than two lanes have broken white lines to separate the lanes. You may cross a broken white line when it is safe to change lanes, but you should not cross a solid white line.



Three lanes of traffic
with broken white lines

Changing Lanes and Passing Other Vehicles

Only change one lane at a time. When changing lanes to prepare for a turn, you must signal your intention to do so at least 200 feet prior to changing lanes or turning. Your signal distance must be at least 300 feet before the turn if operating a vehicle in a speed zone of at least 50 miles per hour. Do not weave in and out of lanes. This action will greatly increase your risk of an accident. On the highway, slower vehicles should use the right lane. Leave the left-hand lane for faster moving or passing vehicles.

Follow these rules when you are changing lanes:

- Make sure that there is no traffic ahead of you in the lane that you would like to enter
- Check your mirrors for any vehicles that are preparing to pass you
- Briefly turn your head towards the lane that you are entering to make sure that there is no vehicle in your blind spot and that there is sufficient room to move into the adjacent lane
- Use your turn signal to alert other drivers of your intention to change lanes
- Smoothly move into the new driving lane

Passing Other Vehicles

Follow these rules when you are passing other vehicles:

- Make sure the passing lane is clear of traffic — you must return to the right side of the road no less than 100 feet before any oncoming vehicle
- Check behind and to the left of your vehicle to make sure that another vehicle is not attempting to pass you
- Use your turn signals to alert other drivers of your intention to change lanes
- Move into the passing lane, accelerate and continue to move forward until you can see the vehicle that you are passing in your rearview mirror
- Before returning to the lane in which you were originally driving, use the appropriate turn signal

When Passing Other Vehicles is Prohibited

It is dangerous and illegal to try to pass other vehicles in the following situations:

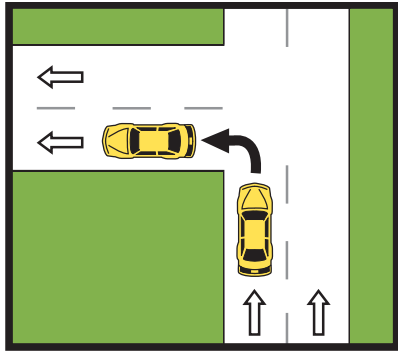
- A solid yellow line is marked on the driver's side of the center line of the road
- A yellow pennant-shaped "No Passing Zone" is posted on the left-hand side of the road, or a white rectangular "Do Not Pass" sign is posted on the right-hand side of the road
- When you are driving on or approaching a curve in the road
- When you are approaching the crest of a hill or grade in the road
- Within 100 feet of an intersection, railroad crossing, bridge, viaduct or tunnel

When You are Being Passed

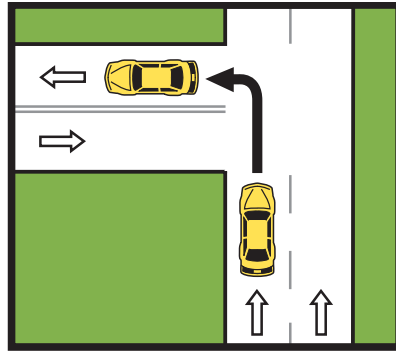
If another vehicle is passing you on the left-hand side of the road, allow the other vehicle to pass safely and do not increase your speed.

Rules for Safe and Legal Turning

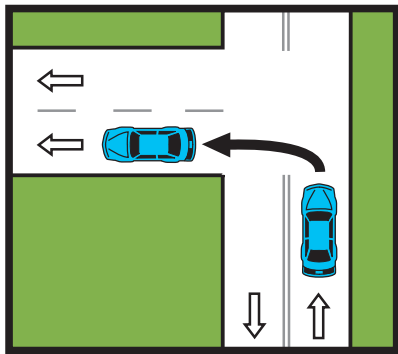
The first rule for a safe and legal turn is to move into the proper lane well before the turn. To turn left, be in the far left lane for your direction of travel. To turn right, be in the far right lane for your direction of travel.



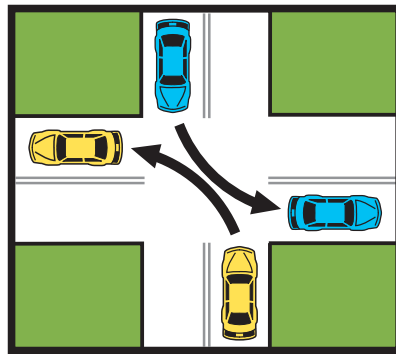
Turning from a one-way road to a one-way road



Turning from a one-way road to a two-way road



Turning from a two-way road to a one-way road

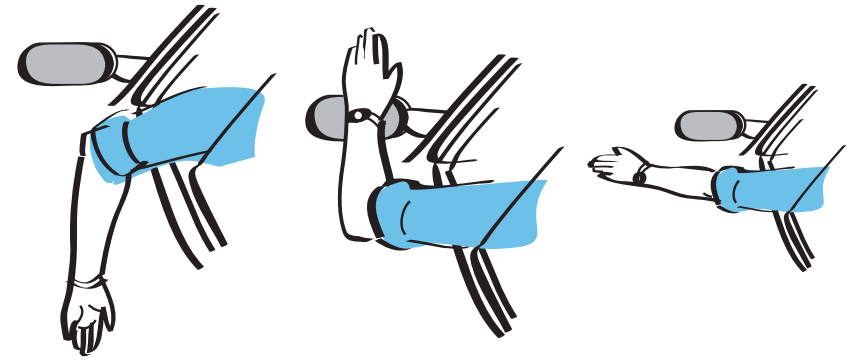


Turning from a two-way road to a two-way road

Signaling Your Intention to Turn

You must give a proper turn signal at least 200 feet before turning or changing lanes. If the posted speed limit is 50 miles per hour or more, you must give a proper turn signal at least 300 feet before turning or changing lanes.

The safest type of signal is using the lighted signals used in most vehicles. If, however, one or more of these signals is malfunctioning, you may use hand signals. You may not use hand signals on a driving skills exam.



Stop or slow

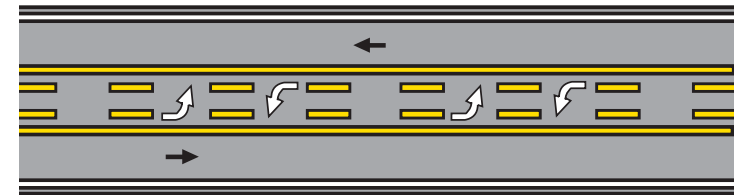
Right turn

Left turn

Turning Left from Specially-Designated Center Lanes

Busy roads on which there are many places a vehicle may make a left turn often have a center lane designated solely for the left-turning vehicles. Always be aware that vehicles traveling in the opposite direction may be entering the center lane to turn left in front of your vehicle. Never use this type of center lane for passing other vehicles.

Designated center lanes for left turns can usually be identified by a sign with alternate directional arrows that states "CENTER LANE ONLY" or with pavement arrows, although some center lanes do not have signs or pavement arrows.



Center turn lane with pavement arrows

U-Turns

A U-turn is a maneuver in which a driver changes direction by making a 180-degree turn. It is potentially dangerous and should only be undertaken when not prohibited by law. Follow these rules when making a U-turn:

- Always yield right of way to oncoming vehicles and pedestrians
- Never make a U-turn on a curve in the road or when approaching the crest of a hill or grade
- Never make a U-turn on an interstate highway. Instead, proceed to the next exit and re-enter the highway in the opposite direction

One exception where U-turns are permitted and necessary is at an intersection where the left-turn movement is prohibited in the intersection itself, but rather the left-turn is made after the driver proceeds through the intersection and makes a U-turn at an upcoming median opening. These are known as median U-turn intersections and signs are provided to guide drivers.

Four-Way Stops

The rules for a four-way stop are like those for a two-way stop: stop and look for oncoming traffic, and proceed when it is safe to do so. At a four-way stop, the rule is that the first vehicle to stop at the intersection is the first to proceed through the intersection. However, you may occasionally arrive at a four-way stop sign at the same time as another driver. In such cases the driver to the right has the right of way. However, if there is any doubt which driver has the right of way or if there is the chance of a crash, it is better to yield the right of way to the other driver.

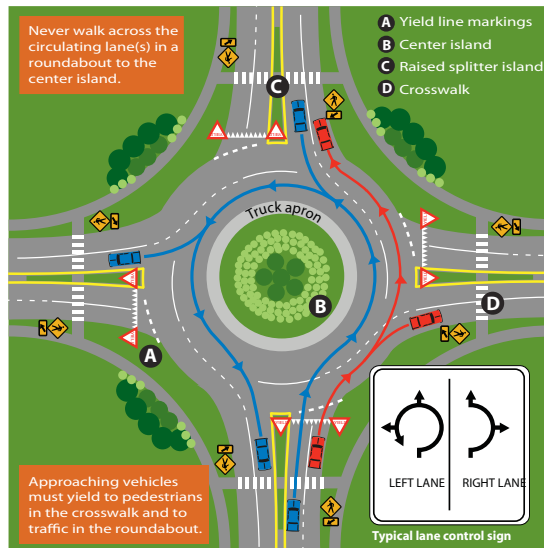
Roundabouts

A roundabout is a circular intersection in which traffic enters or exits only through right turns and proceeds in a counter-clockwise direction. When approaching a roundabout, incoming traffic always yields to the circulating traffic.

For multi-lane roundabouts where the circular roadway has more than one lane, drivers should know which lane they need to be in prior to entering the roundabout. Drivers should not change lanes in the circulatory roadway.

Signs, pavement markings or both are provided to guide drivers to the proper lane in advance of the circulatory roadway.

A traffic circle differs from a roundabout in that it may have clockwise and counter-clockwise traffic. The approaches to the circulatory roadway of a traffic circle may also be controlled by stop signs instead of yield signs.



Two-lane roundabout
(does not reflect all roundabout designs)

Following Turning Vehicles

When following a driver who has signaled his or her intention to make a turn, or who has slowed down and may be looking to make a turn, you should slow down and be prepared to stop.

Speed Limits

Indiana law requires drivers to operate vehicles at the posted speed limit.

Rural Interstate Highway Speed Limits

Rural interstate highways are located outside urban areas with a population of at least 50,000 people. The following speed limit rules apply in these areas:

- Passenger vehicles may not exceed 70 miles per hour or the posted speed limit
- Trucks that have a declared gross vehicle weight greater than 26,000 pounds may not exceed 65 miles per hour or the posted speed limit

On a rural state divided highway, vehicles may not exceed 60 miles per hour or the posted speed limit.

Urban Speed Limits

Urban areas have a population of at least 50,000 people. The following speed limit rules apply in these areas:

- On an urban interstate highway, vehicles may not exceed 55 miles per hour or the posted speed limit
- On a non-divided state highway, vehicles may not exceed 55 miles per hour or the posted speed limit
- On county roads, vehicles may not exceed 55 miles per hour or the posted speed limit.
- In most urban residential areas, vehicles may not exceed 30 miles per hour or the posted speed limit
- In alleys, vehicles may not exceed 15 miles per hour or the posted speed limit

School Zone Speed Limits

If you are driving near a school, you must slow down to the lower, posted speed limit for the school zone. Common hours for school zone speed limits are 7 a.m. to 4:30 p.m., Monday through Friday. However, local authorities may establish lower speed limits for school zones when children are present.

Highway Work Zone Speed Limits

Work site speed limits are always at least 10 miles per hour below the maximum established speed limit for the area. Drivers must adhere to the posted speed limit in a work site.

School Bus Speed Limits

When not driving on an interstate or state highway, the maximum speed limit for a school bus is 40 miles per hour unless the posted speed limit is lower. The maximum speed limit for a school bus on an interstate or highway is 60 miles per hour or the posted speed limit.

Reduce Speed in Dangerous Conditions

Excessive speed, even when conditions are ideal, is dangerous and increases the likelihood of an accident. Driving at the posted speed limit or in excess of it during the following roadway conditions is even more dangerous:

- Bad weather and poor visibility
- Slick or icy roads
- Driving with worn tires
- Unsafe vehicle conditions
- Impaired physical condition
- Hazardous conditions on road surface

Tire Pressure and Tread Depth

Tire Pressure

Tires have been known to lose up to 1 pound per square inch (psi) every month, so check all tires, including your spare, once a month or before a long trip. Here's how:

- Purchase a trusted pressure gauge
- Open your car door and on the inside jamb there should be a sticker with your vehicle's recommended psi.
- Check your tires "cold" – before you've driven or at least three hours after you've driven.
- Insert pressure gauge into the valve stem on your tire
 - The gauge will "pop" out and show a measured number
- Compare the measured psi to the psi found on the sticker inside the driver's door of your vehicle or in owner's manual — DO NOT compare to the psi on your tire's sidewall
- If your psi is above the number, let air out until it matches; if below, add air (or have a retailer help you) until it reaches the proper number

Tread Depth

Once every month, or before you embark upon a long road trip, check your tires for wear and damage. One easy way to check for wear is by using the penny test.

- Take a penny and hold Abraham Lincoln's body between your thumb and forefinger
- Select a point on your tire where the tread appears the lowest and place Lincoln's head into one of the grooves
- If any part of Lincoln's head is covered by the tread, you're driving with the legal and safe amount of tread; if your tread gets below that (approximately 2/32 of an inch), your car's ability to grip the road in adverse conditions is greatly reduced

Braking and Following Distances

The following chart provides an indication of how fast a vehicle travels at 35, 55 and 65 miles per hour.

Speed	35 mph	55mph	65mph
Feet traveled in one second	51.3	80.7	95.3
Traffic lanes in one second	2.6	4	4.7
Seconds to travel a football field	5.8	3.7	3.1

A good rule for drivers to follow is to stay at least two to three seconds behind the vehicle ahead. When following a vehicle, watch for the vehicle ahead to pass a fixed object and estimate how much time elapses before you pass the same object.

Many factors affect a vehicle's ability to stop:

- Weight of vehicle
- Type and condition of brakes
- Type and condition of tires
- Physical condition of pavement
- Slickness of pavement
- Grade of road

Skidding

Sudden turns, lane changes or hard braking can cause a vehicle to skid. The procedure for correcting a skid is the same for both front-wheel-drive vehicles and rear-wheel-drive vehicles.

If your vehicle begins to lose traction or the rear wheels begin sliding sideways, ease off the gas pedal. Do not make a fast turn away from the direction of the skid and do not steer too far, which could cause a spin.

If your vehicle has conventional brakes, turn the steering wheel in a controlled manner in the direction the rear of the car is sliding. When you regain traction, straighten the vehicle and proceed slowly.

If your vehicle has an anti-lock brake system (ABS), keep your foot on the

brake pedal, maintaining firm and continuous pressure while steering normally. Do not pump the brakes. A mechanical sound or noise and vibration or increased resistance in the brake pedal indicates your ABS is working.

Driving in Uncertain Weather Conditions

Winter Driving

Driving in winter weather presents a number of dangers due to ice, snow and very cold temperatures. Always clear your windows before driving.

Ice on the roadway is a potentially dangerous condition that can cause a vehicle to lose traction.

Snow, especially when mixed with significant wind, poses a number of problems for drivers. Visibility may be substantially reduced. Watch for drifting snow, particularly in rural areas where only a few inches of snow can cause roads to become impassable. Always watch for icy conditions, too, when there is snowfall on the ground, particularly at intersections, and use your headlights to be seen by other drivers. Be aware that moisture on ramps, bridges and overpasses may occasionally freeze before other sections of the driving roadway. Stay a safe distance behind snowplows.

Always allow your vehicle's engine plenty of time to warm up before driving in very cold conditions. Drive with a full tank of gas so that if stranded, the heater can remain in use for as long as possible. Brush the snow off your headlights and taillights frequently.

Consider carrying a winter survival kit in your vehicle that includes sand or strips of carpet for traction, booster cables, blankets, shovel, flashlight, extra clothing, candles, matches, nonperishable snack food and bottled water.

Rain

Wet roadway surfaces can be dangerously slick, especially immediately following a rainfall. When you are driving on wet roads, your vehicle is actually traveling on a thin layer of oil, dirt and water which can lead to hydroplaning.

Hydroplaning increases with speed and, at any point your tires may be in contact only with the oil, dirt and water. If this happens, there is no friction to brake, speed up, or turn, and a gust of wind, a change of road level, or a slight turn can cause you to lose control of your vehicle.

Do not drive on bald or badly worn tires. Slow down when there is heavy rain, standing water or slush on the road. After driving through water puddles, test your brakes by pumping them. Doing so will help to dry them. If the water is deeper than your tire treads, slow down. Use your headlights to be seen by other drivers.

Fog

Fog can greatly reduce your visibility of other vehicles, pedestrians and traffic signals. Drive cautiously and at reduced speeds. Do not use high headlight beams. Low headlight beams better illuminate the road and objects ahead. If fog closes in completely and visibility is reduced to near zero, carefully pull off the road as far as possible and stop. Headlights and flashing emergency signals should be used while driving in fog.

High Winds

Strong winds have a high impact on high-profile vehicles (e.g. vans, sport utility vehicles). Be aware of such conditions and take appropriate action for your safety.

Flash Flooding

Flash flooding causes more deaths than any other roadway weather event each year. Be especially alert at night or when driving on unfamiliar roads. If you are caught in a storm or come upon a hazardous situation, follow these rules:

- Do not drive around traffic barricades or past road closed signs
- Watch for bridges, culverts and roadbeds that may be washed away or undermined by floodwaters
- Do not drive where water is over the road, because the depth of the water is not always obvious and the water may hide washouts
- If your car stalls in a flooded area, abandon it as soon as possible, because flood waters can rise rapidly and sweep a car and its occupants away

Driving at Night

Driving at night presents a number of potential problems which can be made worse if you do not have experience driving at night or in dangerous conditions.

Visibility

Pedestrians, road markings and other vehicles are more difficult to identify and recognize at night. Under nighttime driving conditions, you should reduce normal speed, especially on unfamiliar roads.

The glare of oncoming headlights may also reduce vision. To avoid the effects of glare, do not look directly into the lights of an approaching vehicle, but focus on the right side of the road.

Drowsy Driving

Driving drowsy can increase your risk for accidents. Accidents related to drowsy driving can be very serious, leading to severe injuries or even death. Nationally, an estimated 16.5% of all fatal motor vehicle crashes involved a fatigued driver. Studies have shown that going 18 hours without sleep leaves a driver equally impaired to a driver with a .08 blood alcohol content, which is the legal alcohol limit.

Amongst the most susceptible to driving while over-tired include shift workers, parents, individuals taking sedative medications, and those who have an untreated sleep disorder. Although, anyone can make the fatal mistake of driving without adequate rest, young adults age 16-29 are at the highest risk, accounting for 64% of fatigue related accidents.

Signs that you are drowsy while driving include

Be prepared to stop driving if you are unable to stay alert or experience any of the following signs of drowsiness:

- Falling asleep at stop lights
- Yawning, rubbing eyes, watery eyes or heavy eyelids
- Difficulty remembering the last few miles driven
- Missing road signs or exits
- Changing lanes unexpectedly
- Head nodding or dropping
- Driving off the road or hitting the rumble strips

If you drive while drowsy, you may become slower to respond to road and traffic conditions. You may struggle to process complex information coming from different places at once. You may also become careless when making driving decisions, have trouble paying attention, or actually fall asleep while driving.

How to prevent drowsy driving

Do not drive if you are drowsy. The best way to reduce drowsiness is to get more sleep. Pull over to a safe area as soon as you can and take a short nap.

If possible, avoid driving during times you feel sleepy. Let a well-rested person drive. Consider carpooling, using public transportation, calling a taxi, or asking a family member or friend to drive you.

What does NOT work includes rolling down a window, chewing gum or turning up the radio. Caffeine, coffee, energy drinks and other stimulants are also not reliable for keeping you alert.

If you observe another driver who may be drowsy, maintain your own safety first and continue to drive in a safe and responsible manner.

Headlights

Drivers must use headlights between sunset and sunrise as well as at any other time in which visibility is less than 500 feet. When headlights are on, lower headlight beams must be used when approaching within 500 feet of an oncoming vehicle or when following within 200 feet of the rear of another vehicle.

Driving on Rural Roads

Driving on rural roads can be more hazardous than driving on a paved interstate or city street. Rural roads may be narrower in width and consist of paved asphalt, dirt or gravel roads.

Gravel – Stopping and turning is more difficult on loose gravel because your traction is reduced. When traction is reduced, skidding can occur. You must slow down earlier to reduce your risk of skidding through a turn or stop.

Dirt – During dry periods, dirt roads may be very dusty. The dust can reduce your visibility. Use your low beam headlights to make yourself more visible to other drivers.

Narrow Bridges and Roads – Some bridges and roads may be narrow. You should use caution when approaching or passing other vehicles on narrow roads or bridges. Always watch for narrow bridge signs and be prepared to stop for other vehicles.

Steep Hills or Crests – Before approaching the crest of a steep hill, slow down, move to the right side of the road and watch for oncoming vehicles. Never attempt to pass another vehicle when approaching a steep hill or crest.

Reduced Sightlines – Cultivated crops such as corn may reduce your ability to see vehicles approaching intersections and oncoming vehicles on curvy roads.

Driving on Interstate Highways

Good judgment and timing are needed to merge smoothly with fast-moving traffic on highways. When you enter an interstate on-ramp, stay to the right and increase your speed in the acceleration lane to allow your vehicle to merge with traffic when your path is clear. Drivers already on the interstate should make allowances for those entering. However, drivers entering an interstate must yield the right of way to vehicles on the interstate.

It is unsafe to back up on an interstate highway to reach a missed exit. If you miss an exit, you must drive to the next exit. It is illegal for any vehicle, other than an emergency vehicle or a highway maintenance vehicle, to make a U-turn by crossing the median or crossover of an interstate highway.

Except in the event of an emergency or a disabled vehicle, do not stop or park a vehicle on the shoulder of an interstate highway.

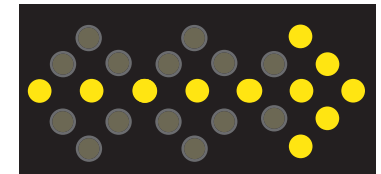
Trucks are restricted to the right lane on sections of interstate with two lanes in one direction and restricted to the right two lanes of interstate with three lanes or more in one direction.

Work Zones

Flashing arrow boards are often used to indicate a detour or “crossover.” In these cases, lane markings on the road, traffic cones, barrels or barricades will outline the path the vehicle must follow. A flashing arrow board not indicating a direction either way is a signal to use caution, but does not require a driver to move to another lane.



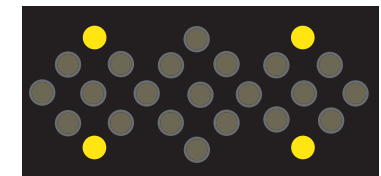
Move or merge right



Move or merge right



Move or merge right or left



Caution

Flagger Signals

At some work sites, one or more flaggers are posted at each end of the work zone to control traffic flow.

You must stop when a flagger extends a fluorescent orange/red flag in a horizontal position into the line of traffic. You may proceed at a reduced speed only when directed to by the flagger.

If a flagger uses a signal paddle, you should stop or proceed slowly according to the “STOP” or “SLOW” message displayed on the sign.

In some cases, Automated Flagger Assistance Devices are used to enable the flaggers to be positioned out of the lane of traffic. These devices display a “STOP” or a “SLOW” sign just like the flagger-held sign paddle.

Automated Flagger Assistance Device

Work Zone Safety Driving Tips

Work zones pose dangers both for drivers and for the workers. Be respectful of these dangers and exercise caution whenever traveling in a work zone:

- **Stay alert.** Look for reduced speed limits, narrow driving lanes and highway workers.
- **Pay attention.** Work zone signs will state exactly what to expect ahead.
- **Merge early.** If merging at first sight of signs, traffic will flow more smoothly.
- **Slow down.** If you are speeding when you approach a work zone you will encounter slowed or stopped traffic within seconds.
- **Don't tailgate.** Maintain a safe distance on all sides of your vehicle.
- **Minimize distractions.**
- **Plan ahead and expect delays.**



Stop



Stop



Slow



Proceed

Railroad Crossings

Special signs, signals and pavement markings are used to warn and regulate drivers at railroad crossings, although you should not expect to see all of these devices used at every railroad crossing. Some vehicles are required by law to always stop at railroad crossings not closer than 15 feet or further than 50 feet from the nearest rail. This requirement does not apply to abandoned railroad tracks.

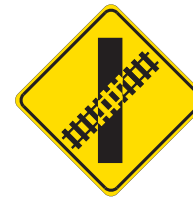
Vehicles that must stop at railroad crossings include:

- All vehicles carrying passengers for hire
- All school buses
- All vehicles carrying explosives or flammable liquids

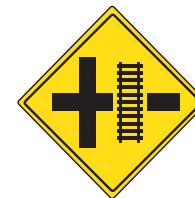
There are a number of warning signs used to alert drivers of a railroad crossing.



Railroad Crossing



Railroad Crossing



Railroad Crossing



Railroad Crossing

Cross Bucks

Cross bucks at a railroad crossing mark the location of the tracks.

When displayed alone, you should treat a cross buck as a yield sign and the decision to stop or cross the tracks is yours. You must stop if there is a train approaching.

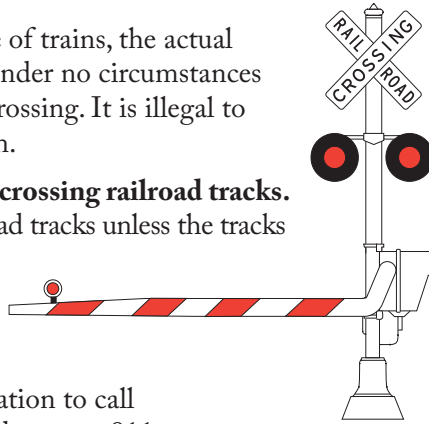
When a cross buck is displayed with a stop sign, you must come to a complete stop and proceed over the tracks only after making certain that a train is not approaching. Never assume that because there is only a stop sign posted that a train is not coming.

When there are active warning bells, flashing lights, or lights and gates, you must stop and not proceed until the active warning is canceled or you are directed to proceed by a law enforcement officer or railroad flagman.



Railroad Crossing Safety Tips

- Obey the warning signs. Due to the size of trains, the actual speed of a train can be very deceiving. Under no circumstances should you attempt to race a train to a crossing. It is illegal to drive around a crossing gate that is down.
- **Avoid stopping or shifting gears while crossing railroad tracks.** A driver should never begin to cross railroad tracks unless the tracks can be cleared without stopping. If your vehicle stalls on the tracks, all occupants should immediately leave the vehicle. Look for the emergency notification sign at the crossing with contact information to call the railroad about a blocked crossing and contact 911 for assistance.



Railroad crossing gate

- **Watch for additional trains.** Where there is more than one track, a driver waiting for the track to clear must make sure another train is not coming on the other track once the first train has cleared. Be careful that a train is not proceeding in the opposite direction behind the first train.
- **Be aware of 'local quiet zones'** where locomotive horns are not sounded by approaching trains at some gated crossings.
- **Be aware that some trains operate on tracks in the middle of streets.** In those cases, traffic signals flash red in all directions to indicate the presence of an approaching train. Drivers should treat this indication like any other crossing warning.
- **Trains cannot stop quickly.**
- **Do not pass another vehicle within 100 feet of a railroad crossing.**

Safety at Railroad Crossings

If your vehicle becomes disabled at or on a railroad crossing, or if you observe an obstruction on the railroad tracks or at the crossing, when a train is approaching, this may present a life threatening challenge for you, other motorists, or operators and passengers on a train. Therefore, you should take immediate action that will help minimize the result of an impact. Here is some general guidance for you to consider when this challenge is present:



- Once the track crossing lights begin to flash and the gate begins to lower, you have approximately 20 seconds to escape from the crossing.
- In the event that you do find yourself, or another motorist stuck on the railroad tracks or crossing, you are advised to evacuate the area, inform others to do the same, and run at a 45 degree angle away from the tracks in the direction of the oncoming train. After you have cleared the vicinity, call 911 and report the issue.

If you approach a railroad crossing and your vehicle becomes disabled on the crossing, or if you observe an obstruction on the railroad tracks or at the crossing, but no train is approaching or present:

- Immediately call the Emergency Notification System (ENS). The phone number is located on the blue sign attached to the railroad track crossing gate (illustrated to the right, phone number may be different on actual sign). Let them know exactly what obstruction is present and your location.
- After you have notified ENS, call 911 and report the issue to your local law enforcement.



Sharing the Road with Tractor-Trailers

To reduce the chance of an accident with a tractor-trailer, be familiar with their braking ability, blind spots and maneuverability.

Braking

A tractor-trailer will take longer to stop than a car traveling at the same speed, therefore you should not make a sudden lane change or stop in front of a tractor-trailer. The average passenger car traveling at 55 miles per hour can stop in approximately 130 to 140 feet, or about half the length of a football field. A fully loaded tractor-trailer with hot brakes may take more than 400 feet to come to a complete stop, or more than the length of a football field.

Turning

With any turning vehicle, the rear wheels follow a shorter path than the front wheels and the longer the vehicle is, the greater the difference will be. Tractor-trailer drivers often swing out as the first step in making a tight turn. When following a tractor-trailer, watch its turn signals before trying to pass, especially to the right. If the tractor-trailer appears to be moving to the left, wait a moment to check and see which way the driver is signaling and watch for a right turn.

Blind Spots

Many drivers falsely assume that a tractor-trailer driver can see the road better because he or she sits twice as high as the driver of a car. While tractor-trailer drivers do have a better forward view and bigger mirrors, they still have serious blind spots in which a car can completely disappear from view. Blind spots for the tractor-trailer driver will be up to 20 feet in front of the cab, on either side of the trailer, alongside the cab and up to 200 feet behind the vehicle.

Drivers lingering in the blind spots on the sides and in the rear hamper a tractor-trailer driver's ability to take evasive action to avoid a dangerous situation.

Maneuverability

Tractor-trailers are designed to carry products long distances but are not designed to be as maneuverable as cars. Tractor-trailers weigh more, have longer stopping and accelerating distances, and have a wider turning radius. On multi-lane highways, tractor-trailers stay in the center lane to help the flow of local traffic on and off the highway.

Staying in the middle lane also increases the tractor-trailer driver's options if he or she has to switch lanes in order to avoid a dangerous situation or an accident.

Tips for Sharing the Road with Tractor-Trailers

- **Do not cut off a tractor-trailer in traffic or on the highway to reach an exit or turn.** Cutting into the open space in front of a tractor-trailer removes the tractor-trailer driver's cushion of safety. Trying to beat a tractor-trailer to a single-lane construction zone creates a particularly dangerous situation. Take a moment to slow down and exit behind a tractor-trailer. It will only take you a few extra seconds and will greatly reduce the risk of an accident.

- **Do not linger alongside a tractor-trailer when passing.** Always pass a tractor-trailer completely and always on the left side. If you linger when passing the tractor-trailer, your position makes it impossible for the tractor-truck driver to take evasive action if an obstacle appears in the road ahead.
- **Do not follow too closely or tailgate.** When following behind a tractor-trailer, if you cannot see the tractor-trailer driver's rearview mirrors, the tractor-trailer driver cannot see you. Tailgating a tractor-trailer is dangerous because you take away your own cushion of safety if the tractor-trailer stops quickly. In addition, 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 truck.** Because of its large size, a tractor-trailer often appears to be traveling at a slower speed than it is. A substantial number of collisions involving a car and a tractor-trailer take place at intersections, because the driver of the car did not realize how close the tractor-trailer was or how quickly it was approaching.

Sharing the Road with Other Vehicles

Emergency Vehicles

Ambulances, police vehicles, fire and rescue vehicles are permitted to display a red flashing light and drivers must obey the following rules:

- Yield the right of way to these vehicles
- Always listen for sirens on these vehicles and yield the right of way; the siren is usually heard before the emergency vehicle is in view
- Slow down, pull to the right of the road and stop until an emergency vehicle passes

When you see a stationary emergency vehicle with flashing lights, you must slow down and move into a lane that is not adjacent to the emergency vehicle, if it is possible to do so safely. If it is not possible to do so safely, you must slow down and proceed with caution.

Privately-owned vehicles with flashing blue lights are used by volunteer firefighters responding to an alarm. You must yield the right of way to these vehicles.

Privately-owned vehicles with flashing green lights are used by certified emergency medical technicians responding to emergencies. You must yield the right of way to these vehicles.

School Buses

Buses that transport students to or from school must meet the following requirements:

- Be painted chrome-yellow and display the words “School Bus” between the warning signal lamps on the front and rear of the vehicle in black letters, at least eight inches high.
- Display two amber lights in front and rear to warn drivers that the bus is slowing down to stop to load or unload students, and two red lights in front and rear to indicate that the bus is stopped to load or unload students.
- Be equipped with amber turn signals.
- Be equipped with a stop arm which extends at least 18 inches from the side of the bus body. It will also include a red octagonal stop sign with white letters to be extended while the bus is stopped on the roadway for the purpose of loading or unloading students.



A school bus driver must load and unload students as close to the right-hand curb or edge of the roadway as possible.

School buses are equipped with both amber and red flashing lights. When the school bus driver activates the amber lights, he or she is warning other drivers that the bus is slowing and is going to load or unload children. Once the bus stops, the red lights and stop arm will be activated.

You must stop when you approach a school bus with flashing red lights activated and stop arm extended. If you are driving on a roadway divided by a barrier or unimproved median, you are required to stop only if you are traveling in the same direction as the school bus.

Disregarding a school bus stop arm can be considered reckless driving, a Class B Misdemeanor, and is punishable by up to 180 days in jail and a maximum fine of \$1,000.

Before crossing a railroad track, all school buses must stop no more than 50 feet and not less than 15 feet from the nearest rail. While stopped, the driver of the school bus must:

- Listen through an open window or door
- Look in both directions along the track for an approaching train or other equipment and for signals indicating the approach of a train or other on-track equipment

- Not proceed until it can be done safely

After stopping and once it is deemed safe to proceed, the school bus shall cross the tracks without manually shifting gears.

Take note that school buses stop at railroad crossings. There have been an increased number of rear-end collisions involving school buses stopped at railroad crossings.

School authorities may give permission in writing for a school bus to be used for transporting students for certain non-school functions, as prescribed by law.

A special purpose bus can be registered by public school corporations and private schools for transportation of students to extracurricular events. If a van, station wagon or bus is transporting six or more people to extracurricular events, it must have a body change to Special Purpose and must be inspected by the Indiana State Police.

Motorcycles and Motor Driven Cycles

Motorcyclists and motor driven cyclists must be provided the same considerations as other drivers. Allow all motor vehicle operators the width of a full lane. Although it may seem as though there is enough room in the traffic lane for more than one motor vehicle, it is important to consider that motorcycles and motor driven cycles may need the full use of the lane to maneuver safely and avoid potential hazards that are unseen by other motor vehicle operators.

The smaller profile of motorcycles and motor driven cycles can make it more difficult to judge their speed and distance. These vehicles can also stop much more quickly than other motor vehicles. Because of their size, motorcycles and motor driven cycles can be hidden in a vehicle's blind spot or missed in a quick shoulder check. Always check your mirrors and blind spots before entering or leaving a lane of traffic and at intersections. Always signal your intentions before changing lanes or merging with traffic. This allows other vehicle operators to anticipate traffic flow and find a safe lane position.

Do not assume that a flashing turn signal on a motorcycle or motor driven cycle means they are turning soon. These vehicle types have signals that are usually not self-canceling and riders sometimes forget to turn them off. Wait to be sure the motorcyclist or motor driven cyclist is going to take action before you proceed.

Road conditions, which are minor annoyances to drivers of larger vehicles, pose major hazards to motorcyclists. Motorcyclists and motor driven cyclists may change speed or adjust their position within a lane suddenly in reaction to road and traffic conditions, such as potholes, gravel, wet or slippery surfaces, pavement seams, railroad crossings and grooved pavement. Allow at least three or four seconds when following a motorcycle so the motorcyclist has enough time to maneuver or stop in an emergency.

Bicycles

Drivers must routinely share the roadway with bicyclists. On most roadways, bicyclists have the same rights and responsibilities as other roadway users. Drivers should observe the following guidelines when sharing the roadway with bicyclists:

- Drivers may pass a bicyclist when there is a safe amount of room beside the bicyclist (three-foot minimum) and when there is no danger from oncoming traffic
- Drivers must yield the right of way to a bicyclist just as they would to another vehicle
- Bicyclists are prohibited on limited-access highways, expressways and certain other marked roadways
- A bicyclist is not required to ride in a designated bike lane because they have the right to use either the bike lane or the travel lane
- Avoid turning across the path of a bicyclist
- When a motorist is turning left and there is a bicyclist entering the intersection from the opposite direction, the driver should wait for the bicyclist to pass before making the turn
- If a motorist is sharing the left turn lane with a bicyclist, stay behind the cyclist until he or she has safely completed the left turn
- If a motorist is turning right and a bicyclist is approaching on the right, let the bicyclist go through the intersection first before making a right turn

After parking and before opening vehicle doors, a motorist should first check for bicyclists.

Bicycle Lanes

Bicycle paths and lanes shall be used exclusively for the operation of bicycles unless:

- Signage specifies joint use with pedestrians
- The driver is on official duty, such as delivering mail

Other rules for drivers or operators of any vehicle include:

- Do not drive in or park in bicycle paths or lanes, or place the vehicle in such a manner as to impede bicycle traffic on such path or lane
- Yield the right of way to an individual operating a bicycle on a designated bicycle path or lane

- Do not move into a bicycle path or lane in preparation for a turn
- Cross a bicycle path or lane only when turning or when entering or leaving an alley, driveway or private road

Sharrows

Sharrow markings are pavement markings of a bike with two arrows above it and are intended to help bicyclists position themselves away from parked cars and to alert other road users to expect bicyclists to occupy travel lanes.



Sharrow Markings

Slow Moving Vehicles

Certain slow moving farm vehicles, construction equipment and vehicles drawn by animals may share roadways. You should use care when approaching and passing these vehicles. Be alert for the special emblem that the driver must place on the rear of the slow moving vehicle.

A rider of a horse or horse-drawn vehicle has the same rights and responsibilities of a motor vehicle driver when riding on a public highway. Approach a rider with caution and be alert for any hand signals used by a horseback rider or the driver of a horse-drawn vehicle.



Slow Moving Vehicle

Stationary Utility, Maintenance and Solid Waste Vehicles

When you see stationary utility, maintenance, recovery and solid waste vehicles that are displaying alternating flashing amber lights, you should slow down and move into a lane that is not adjacent to the vehicle if it is possible to do so safely. If you are traveling on a highway having at least four lanes with not less than two lanes proceeding in your direction of travel, you must slow down and move into a lane that is not adjacent to the vehicle if it is possible to do so safely. If it is not possible to change lanes safely, you must slow down to 10 miles per hour below the posted speed limit and proceed with caution.

Traffic Control Officers and Official Processions

Because of special events, traffic congestion or other reasons, a law enforcement officer may direct traffic at an intersection. A law enforcement officer's command may be different from a traffic signal or sign. In such a case, the law enforcement officer's command is the one that must be obeyed.

Official processions, such as a funeral procession, have the right of way regardless of a traffic signal that indicates otherwise.

Parking and Reversing

Follow these procedures to parallel park in an empty space that has vehicles parked in front of it and behind it:

1. Signal your intention to park.
2. Position your vehicle parallel with the vehicle parked in front of the empty space and maintain at least two feet from this vehicle. Align your rear bumper with the rear bumper of the vehicle parked in front of the empty space (**Figure A**).
3. Reverse slowly until the front of the vehicle is even with the front door of the parallel car. Turn the wheel sharply to the right and reverse slowly until the vehicle is at a 45-degree angle, and reverse (**Figure B**).
4. When the front of your vehicle passes the rear of the parallel car, turn your steering wheel to the left sharply, then gradually, while backing into the space (**Figure C**).
5. Straighten your vehicle's wheels and pull forward in the space (**Figure D**).

When you park facing downhill, turn your vehicle's wheels toward the curb. When you park facing uphill, turn your vehicle's wheels away from the curb. If there is no curb, turn your vehicle's wheels away from the street.

Use your turn signal when entering traffic from a parking space. Be sure to look in both directions and double-check for cars and pedestrians when backing out of a parking place.



Figure A



Figure B



Figure C



Figure D

Illegal Parking Areas

Parking in the following common areas is prohibited:

- Highways (unless indicated otherwise)
- Within intersections or on pedestrian crosswalks
- On sidewalks or in front of any driveway
- Within 15 feet of a fire hydrant or in fire lanes
- Bridges or other elevated structures, such as on a highway or a tunnel
- Adjacent to yellow curbs
- Beside another parked vehicle

Reversing

Reversing is more difficult than driving forward because your field of vision is blocked by the vehicle itself, and it is more difficult to control your speed and direction.

To reverse, turn your body to the right to look through the back window. Never use only the rearview mirror for reversing. Go slowly, watching carefully in all directions. Never back into an intersection in order to turn around.

Pedestrian Safety

Crosswalks or a pedestrian signal indicate that pedestrians are nearby. Follow these rules or guidelines when pedestrians are in the vicinity:

- Always yield the right of way to pedestrians
- Do not make a turn that causes a pedestrian to stop, slow down or make some other special effort to avoid a collision
- If children are in the vicinity, take special care because children are not fully aware of the dangers of traffic
- Be respectful of others who have difficulty in crossing streets, such as elderly persons or persons with a visual disability

Blind Pedestrians

Traveling aids for a person who is blind are often a white cane or a trained guide dog. Independent travel for people with visual disabilities involves some risk that can be greatly reduced when drivers are aware of the use and meaning of a white cane or guide dog. Drivers must always yield the right of way to persons who are blind.

Seat Belts and Child Safety Restraints

Seat belts and child safety restraints, such as car seats, save thousands of lives each year and improve the chances of surviving an accident.

Seat Belts

Indiana law requires a driver and all passengers to use seat belts at all times when a vehicle is in operation. Operators of buses are also required to use a seat belt.

A seat belt must be used even in a vehicle with one or more air bags. Air bags are designed to work in tandem with seat belts to slow down the vehicle's occupants in the event of a collision. Failure to use a seat belt could result in injury to the occupants from the air bag.

Seat Belt Exemptions

The following are examples of when it is not required to wear seat belts:

- Drivers or passengers who should not wear a seat belt for medical reasons provided he or she has written documentation of the medical reasons from a physician
- A child who is required to be restrained by a child restraint system
- Traveling in a commercial or United States Postal Service vehicle that makes frequent stops for the purpose of pickup or delivery of goods and services
- A rural carrier of the United States Postal Service and is operating a vehicle while serving a rural postal route
- A newspaper motor route carrier or newspaper bundle hauler who stops to make deliveries from a vehicle
- A driver examiner designated and appointed by the bureau and is conducting an examination of an applicant for a learner's permit or driver's license under IC 9-24-10-4
- An occupant of a farm truck being used on a farm in connection with agricultural pursuits that are usual and normal to the farming operations
- An occupant of a motor vehicle participating in a parade
- An occupant of the living quarters area of a recreational vehicle
- An occupant of the treatment area of an ambulance
- An occupant of the sleeping area of a tractor
- An occupant, other than the operator, of a municipal waste collection and transportation vehicle

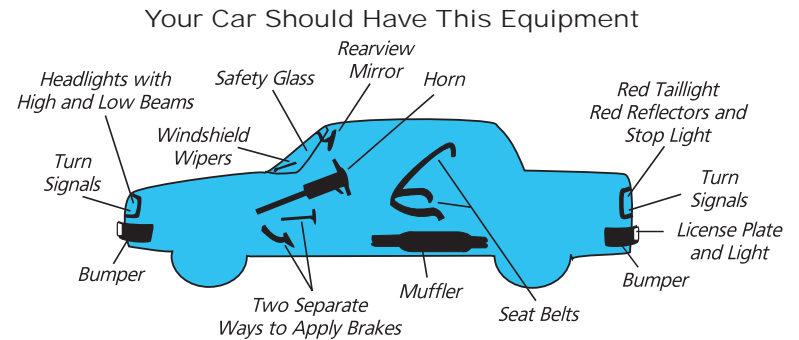
- An occupant, other than the operator, of a truck on a construction site
- A passenger, other than the operator, in a cab of a recovery vehicle who is being transported in the cab because the vehicle of the passenger is being towed by the recovery vehicle
- An occupant, other than the operator, of motor vehicle being used by a public utility in an emergency

Child Safety Restraints

Child passengers younger than eight years of age are required by law to be properly secured in a child restraint system such as a child car seat or booster seat.

Passenger Air Bags

The explosive power of air bags has killed children and elderly adults less than five feet tall. If a car is equipped with an air bag on the passenger side, the National Safety Council recommends putting children younger than 12 years of age in the back seat.



Truck Equipment Requirements

** The following information is only a brief, general guide for vehicles that are subject to Federal Motor Carrier Safety Regulation (FMCSR) and carrying loads that extend beyond the confines of the vehicle. If you have questions or concerns about operating a vehicle that requires a CDL to operate, please refer to the CDL Manual.

Vehicles transporting loads which extend further than four feet beyond the rear of the motor vehicle, or that have tailboards or tailgates extending further than four feet beyond the vehicle, must have the following projections visible:

- One red lamp must be mounted at the extreme rear end of the vehicle's load between sunset and sunrise. The red lamp must be mounted and visible from both sides and the rear at a distance of 500 feet.

- One red flag must be mounted at the extreme rear end of vehicle's load between sunrise and sunset. The red flag must be mounted, not less than 12 square inches and visible from both sides and the rear of the vehicle.

Vehicular Hazard Warning Flashing Lamps

Every bus, truck and tractor-trailer must be equipped with a signaling system. In addition to signaling turning movements, these vehicles must have a switch or combination of switches that cause the two front turn signals and the two rear signals to flash simultaneously as a vehicular traffic signal warning. The signal must be capable of flashing simultaneously with the ignition on or off.

Emergency Equipment

Except for lightweight vehicles, every bus, truck, tractor-trailer and every driven vehicle in a tow operation must have the following equipment:

- A fire extinguisher that is properly filled and located so that it is readily accessible for use. It must be securely mounted on the vehicle and must be designed and maintained to permit visual determination of whether it is fully charged.
- A power unit that is used to transport hazardous materials, equipped with a fire extinguisher having an Underwriters' Laboratories rating of 10-B: C or more
- A power unit that is not used to transport hazardous materials must be equipped with either a fire extinguisher having an Underwriters' Laboratories rating of 5-B: C or more; or two fire extinguishers, each of which has an Underwriters' Laboratories rating of 4-B: C or more
- At least one spare fuse or other overload protection device if the devices used are not of a reset type, for each kind and size used

Warning Devices for Stopped Vehicles

A driver of a truck, bus or tractor-trailer that is disabled on a traveled roadway or its shoulder must display three bi-directional emergency reflective triangles that conform to the requirements of Federal Motor Vehicle Safety Standard No. 125, or at least six fuses or three liquid-burning flares.

Place a lighted flare or fuse, lighted red electric lantern or portable red emergency reflector on the traffic side of the vehicle in the direction of the nearest approaching traffic.

Place one device approximately 100 feet from your vehicle toward approaching traffic. Place one device approximately 100 feet from your vehicle in the opposite direction. Place each device in the center of the traffic lane occupied by the disabled vehicle and one at the traffic side of the vehicle.

If your vehicle is disabled on a divided highway, the device must be 200 feet from your vehicle. If your vehicle is disabled within 500 feet of a curve, hill crest or other area where driver's view of your vehicle may be blocked, place the device at least 500 feet from your vehicle.

During daylight hours, use bi-directional emergency reflective triangles or red flags in place of flares, reflectors or electric lanterns. Under these conditions, no flare is required on the traffic side of the disabled vehicle.

Size Limitations for Commercial Vehicles Without a Special Permit

The following information briefly details the maximum size limitation of commercial vehicles to operate on Indiana roads without a special permit. If you have questions or concerns about operating a vehicle that requires a special permit, please refer to the Oversize/Overweight Vehicle Permitting Handbook published by the Indiana Department of Revenue (DOR).

Maximum width	8 feet, 6 inches
Maximum height of any vehicle	13 feet, 6 inches
Maximum length of any single vehicle	40 feet
Maximum length of two-vehicle combination	60 feet
Maximum length of three-vehicle combination	65 feet
Maximum length of any recreational vehicle	45 feet
Maximum length of a semi-trailer	28 feet, 6 inches
Maximum length of any tractor trailer, semi-trailer combination	28 feet, 6 inches
Maximum distance allowed between coupled or towed vehicle	15 feet

Maximum Weight Limits

You may not move any vehicle or combination of vehicles with a gross weight over 80,000 pounds on any highway without a special permit. Vehicle weight must be distributed within the following limits:

Maximum individual axle weight	20,000 pounds
Maximum wheel weight	800 pounds per inch width of tire rim
Maximum tandem axle weight	34,000 pounds

The Federal Bridge Formula may restrict gross weight on vehicles with shorter wheelbases. Overweight trucks may be impounded by law enforcement.

Before moving loads on public highways that exceed the size and weight limits described above, you must secure a special permit from the Indiana Department of Revenue for state-maintained routes, and from local authorities for routes that are not maintained by the state.

It is illegal to operate any vehicle that has a gross vehicle weight greater than that posted by the local road authority on any road, bridge or structure having jurisdiction in that area. This includes locally established “frost” laws.

Required Lighting Equipment

Every truck and bus must have two headlamps, one rear white license plate lamp, two red tail-lamps and at least one red stop-lamp. To show vehicle width at night, every truck or bus that is 80 inches in width or wider must have four clearance lamps; one amber lamp at each side of the front, and one red lamp at each side of the rear.

- (3)** If the accident results in the injury or death of another person, the operator shall, in addition to the requirements of subdivisions (1) and (2):
- (A)** Provide reasonable assistance to each person injured in or entrapped by the accident, as directed by a law enforcement officer, medical personnel, or a 911 telephone operator; and
 - (B)** As soon as possible after the accident, immediately give notice of the accident, or ensure that another person gives notice of the accident, by the quickest means of communication to one of the following:
 - (i)** The local police department, if the accident occurs within a municipality.
 - (ii)** The office of the county sheriff or the nearest state police post, if the accident occurs outside a municipality.
 - (iii)** A 911 telephone operator.
- (4)** If the accident involves a collision with an unattended vehicle or damage to property other than a vehicle, the operator shall, in addition to the requirements of subdivisions (1) and (2):
- (A)** Take reasonable steps to locate and notify the owner or person in charge of the damaged vehicle or property of the damage; and
 - (B)** If after reasonable inquiry the operator cannot find the owner or person in charge of the damaged vehicle or property, the operator must contact a law enforcement officer or agency and provide the information required by this section.

Sec. 1.2 (a) If, after an operator of a motor vehicle is involved in an accident, the operator's motor vehicle comes to a stop in the traveled portion of a highway, the operator shall, as soon as safely possible, move the motor vehicle off the traveled portion of the highway and to a location as close to the accident as possible. However, the operator shall not move the motor vehicle if the accident:

- (1)** Involves the transportation of hazardous materials; or
- (2)** Results in the injury or death of a person or the entrapment of a person in a vehicle.

An operator of a motor vehicle who knowingly or intentionally fails to comply with the above requirements commits leaving the scene of an accident. This offense carries various misdemeanor and felony penalty levels based on the circumstances of the accident.

Provide Proof of Financial Responsibility (Certificate of Compliance)

After an accident and upon request from the BMV, you will be required to provide proof of financial responsibility to the BMV. Your insurance provider may electronically file proof of financial responsibility in the form of a Certificate of Compliance (COC). The COC will demonstrate that you held an effective motor vehicle insurance policy that meets the state's minimum liability protection during that accident. If you receive a request for financial responsibility verification from the BMV, do not delay in asking your insurance provider to electronically send a COC to the BMV on your behalf. For more information on Financial Responsibility, see Chapter 3, Insurance Requirements and Suspensions.

Avoiding Collisions

Despite safe driving, emergencies do arise. If it appears that a car will hit something, there are three things you can do, depending on the situation:

- Stop quickly.
- Turn quickly. If you feel you cannot stop in time, turn your vehicle away from the potential collision.
- Speed up. Accelerating may be the best or only way to avoid a collision.

If a collision looks possible, turn away from oncoming traffic, even if it means leaving the road. Drive, rather than skid, off the road, allowing for more control. Choose to hit something that will give way, such as brush or shrubs, rather than something hard. Hit something moving in the same direction as you rather than something that is not moving. However, it is safer to hit something that is not moving than to hit something head-on. A sideswipe may help you slow down.

Driving off the Pavement

If your vehicle's wheels drift onto the shoulder of the road, do not try to turn back onto the pavement right away. This action might throw your vehicle off balance. Instead, drive along the shoulder and ease up on the gas pedal. After slowing down, turn back onto the road gradually.

Plunging into Water

If a vehicle plunges into water, it will usually float several minutes before sinking, allowing a driver or occupants to escape through an open window, while still on the surface.

If your vehicle plunges into water, do not attempt to open a door. The weight of the water will make it nearly impossible to open a door and water will flood the passenger compartment through an open door.

Follow these guidelines if your vehicle plunges into water:

- Remove your seat belt—always use the passenger safety or restraint systems, such as seat belts, when driving.
- Open a window. Automatic windows will open unless the impact is so severe that it damages the electrical system.
- Organize passengers in the front seat. Get children out of rear seat belts and child restraints, asking older children to assist the younger ones. Move passengers to the front seats as calmly as possible.
- Exit the vehicle and move to the roof. This will keep you as dry as possible and even in moving water you can ride the vehicle like a boat for a short time. Once on the roof, call 911 and locate the nearest dry land, which is usually the path the vehicle took to the water.
- Swim for shore only as a last resort. If emergency personnel or other assistance has not arrived by the time your vehicle sinks below the waterline, you may be forced to swim. Many times the water will be shallow enough to keep the roof above water, or just below the surface, allowing you to stand on it indefinitely.
- Never re-enter the vehicle to gather possessions. This will only place you back in harm's way.

Impaired Driving

The likelihood of an accident increases if a driver is under the influence of alcohol or drugs. Avoid driving under the influence of alcohol or drugs, including prescription medications or over-the-counter medication that can cause drowsiness and other side effects.

Consult the label on any medication or discuss its side effects with a doctor before driving.

Ways to Spot an Impaired Driver

A car can be a lethal weapon when operated by a driver impaired by drugs or alcohol. A driver may be impaired if the vehicle:

- Makes wide turns
- Straddles the center line or weaves back and forth
- Exceeds the speed limit or drives unusually slowly
- Comes close to hitting another vehicle or object
- Swerves, drifts or follows too closely
- Stops for no reason or turns abruptly or illegally
- Signals inconsistently or drives at night without headlights

Roadside Emergency Situations

A roadside emergency is a serious situation that will take you and other motorists by surprise. The following safety guidelines, while not necessarily required by Indiana law, will help you get back on the road and alert other motorists that you are managing a roadside emergency situation.

- If available, always pull your vehicle onto the roadside shoulder.
- During a roadside emergency, always remember to switch on your hazard flashers.
- Keep a flashlight with fresh batteries within reaching distance of the vehicle operator.
- Store a reflective safety vest and red emergency reflective triangle in your vehicle so that you are more visible to other motorists passing by you.
- Your red emergency reflective triangle should be placed 200 feet behind your vehicle, or 500 feet behind your vehicle if you are on a hill or curve.
- During winter months, you may want to pack blankets and extra gloves and warm hats in your vehicle in case you must wait for emergency responders or a vehicle tow.
- If you must exit the vehicle while on a roadside shoulder, exit the vehicle on the passenger side and only after checking your immediate vicinity for other motor vehicles, obstructions or dangerous drop-offs or inclines.

Vehicle Equipment Failures

Tire Blowout

In a situation, with a flat tire or blowout, you should hold the steering wheel firmly and keep the car going straight. Slow down gradually. Take your foot off the gas pedal, but do not apply the brakes. Let the car slow down, pull off the road and then apply the brakes when the car is almost stopped.

Brake Failure

If your vehicle's conventional disc or drum brakes suddenly fail, you should shift to a lower gear, if possible, and pump the brake pedal fast and hard several times. This may build up enough brake pressure to stop your vehicle. You may try to use the parking brake, but hold the brake release so it can be released to avoid skidding if the rear wheels lock. With your vehicle in a low gear, begin looking for a place to stop off the roadway. After your vehicle has stopped, call for help, but do not try to drive anywhere.

Ignition Locking

Drivers in an emergency situation on the highway should not try to turn off the vehicle while it is still moving. When operating a vehicle with a steering wheel interlock system, never turn the ignition to the lock position while the vehicle is in motion. The steering will lock as the steering wheel is turned, causing a loss of control of the vehicle.

Avoiding Vehicle Theft

By taking the following precautions, the chances of having a vehicle stolen may be reduced:

- Remove keys
- Always lock a vehicle's doors
- Do not hide a second set of keys in or around the vehicle
- Park with front wheels turned sharply to the right and apply the emergency brake
- Never leave a vehicle unattended with the engine running
- Consider installing an anti-theft device
- Park in well-lit, well-patrolled areas whenever possible

Routine Traffic Stops by Law Enforcement

A routine traffic stop can be stressful, but the purpose of the traffic stop is to ensure that a vehicle operator is in compliance with standing law. Law enforcement officers are much more familiar with the protocol that must be followed in processing a traffic stop and you should respond in a manner that will help resolve the event as expediently as possible. If you are involved in a traffic stop by law enforcement, following these simple rules will get you on your way quickly.

- Signal your intentions to pull safely to the shoulder of the road
- Remain in your vehicle and roll down your window
- Wait for the officer to approach
- Turn on the dome light if you are stopped at night
- Keep your hands on the wheel and instruct your passengers to keep their hands in view
- Do not dig in the glove compartment or under the seat
- Keep your driver's license, insurance information and vehicle's registration easily accessible

Carbon Monoxide Poisoning

Carbon monoxide gas from a vehicle engine can harm or kill you or your passengers. Carbon monoxide is most likely to leak into a vehicle when its heater is running, when the exhaust system is not working properly or in heavy traffic where exhaust fumes are breathed in from other vehicles. A faulty exhaust system can leak poisonous fumes into a vehicle's back seat.

You cannot see, smell or taste carbon monoxide. Symptoms of carbon monoxide poisoning can include drowsiness or dizziness, a bluish tinge to your skin or lips, a tightened forehead or headache, and increased sensitivity to light.

How to Avoid Carbon Monoxide Poisoning

- Have your vehicle's exhaust system checked regularly
- Be alert for any unusual roar from under the car
- Never let your vehicle's engine run in a closed garage
- In congested traffic, close the fresh-air vent
- On highways in cold weather, open the fresh-air vent

CHAPTER SEVEN

Knowledge Exam Sample Questions

Learner's Permit and Driver's License Sample Exam Questions

The knowledge exam consists of 16 signs and 34 questions of which you can only miss two signs and six questions to pass. If you fail your knowledge exam, you must wait until the next day to attempt the knowledge exam again.

1. The safe and legal passing of another vehicle requires that a driver:

- A. Make sure the passing lane is clear of traffic and checks behind and to the left to make sure another car is not attempting to pass
- B. Apply the brake and slow down
- C. Pass when the lane marking is a solid line
- D. All answers are correct

2. As fog can greatly reduce visibility of other vehicles, pedestrians and traffic signal, you should:

- A. Drive cautiously and reduce speed
- B. Do not use your high headlight beams
- C. Use low headlight beams to better illuminate the road and objects
- D. All answers are correct

3. A good defensive driver should:

- A. Drive slowly at all times
- B. Look out for actions of other drivers
- C. Travel at a constant speed
- D. Only drive in familiar areas

4. When making a right turn on red at a red light, you:

- A. Slow down and roll around the corner if no traffic is coming
- B. Do not yield the right of way
- C. Come to a complete stop and do not interfere with the right of way of any vehicles or pedestrians moving in the direction of the turn
- D. Ignore a "No Turn on Red" sign

5. When driving on wet roadways, you should remember:

- A. Pavement is slick immediately following a rainfall
- B. Driving on wet roads can cause hydroplaning
- C. You should give yourself additional time to stop
- D. All answers are correct

6. A flashing red signal means:

- A. A reason to slow down
- B. Equivalent to (same as) a stop sign and means the driver must stop
- C. Caution, there may be danger
- D. A signal to look both ways, then proceed

7. You should signal your intention to turn at least:

- A. 200 feet before turning
- B. 150 feet before turning
- C. 100 feet before turning
- D. 50 feet before turning

For-Hire Endorsement Sample Exam Questions

This exam consists of 25 questions of which you can only miss four to pass.

1. What is the maximum axle weight for trucks?

- A. Thirty-four thousand (34,000) pounds
- B. Ten thousand (10,000) pounds
- C. Twenty-five thousand (25,000) pounds
- D. Forty-two thousand (42,000) pounds

2. Vehicles that are required to stop at all railroad crossings must stop within how many feet of the railroad tracks?

- A. Five (5) to forty-five (45) feet
- B. Ten (10) to forty (40) feet
- C. Fifteen (15) to fifty (50) feet
- D. Twenty (20) to sixty (60) feet

3. What is the maximum height of any vehicle that may be operated without a special permit?

- A. 13 feet, 6 inches
- B. 12 feet, 7 inches
- C. 11 feet, 8 inches
- D. 10 feet, 9 inches

4. Which of the following are acceptable warning devices for a truck, bus or tractor-trailer that is disabled on a traveled roadway or its shoulder?

- A. Three (3), federally conforming, bi-directional emergency reflective triangles
- B. Three (3) liquid-burning flares
- C. All answers are correct
- D. At least six (6) fuses

5. Except for lightweight vehicles, every bus, truck and tractor-trailer must be equipped with what items?

- A. A fire extinguisher
- B. All answers are correct
- C. Spare fuse(s)
- D. A signaling system that can also serve as a warning device

Motorcycle and Motor Driven Cycle A

The Motorcycle Endorsement and Motor Driven Cycle - Class A knowledge exams are the same. Samples are found in the Motorcycle Operator Manual.

Motor Driven Cycle B Endorsement Sample Exam Questions

This exam consists of 25 questions, of which you can only miss five to pass.

1. When approaching a railroad crossing sign, you should:

- A. Be prepared to stop
- B. Proceed around the crossing gates
- C. Quickly proceed across the railroad tracks
- D. Stop on the tracks and look both ways

2. When approaching a stop sign you should:

- A. Come to a complete stop before the solid white line or crosswalk
- B. Run the stop sign
- C. Stop only if traffic is approaching
- D. Yield to the vehicle on the left

3. Drivers approaching an intersection that has a traffic signal that is not working properly should:

- A. After stopping, the vehicle may proceed with caution through an intersection
- B. Proceed through intersection without stopping
- C. Wait until the light turns green
- D. All answers are correct

4. When a law enforcement officer's command is different from a traffic sign or signal, you should:

- A. Ignore the officer's command
- B. Obey the command of the law enforcement officer
- C. Obey the traffic sign or signal
- D. Slow down and proceed with caution

APPENDIX A

Document Requirements

The following list includes documents that are required to obtain a new, renewed, amended or replacement driver's license, learner's permit or identification card.

If you are applying for a new driver's license, learner's permit or identification card, you must present original versions of verifiable certified copies of the following documents:

- **One document** proving your identity
- **One document** proving your lawful status in the United States
- **One document** proving your Social Security number
- **Two documents** proving your Indiana residency

If you are renewing, amending or replacing your current Indiana driver's license, learner's permit or identification card, you should bring original versions or certified copies of certain documents to a license branch if you want to get a SecureID credential.

For the most current information about acceptable documents of identification, visit myBMV.com. If you have questions about your documents, you can call the BMV at 888-692-6841 to speak with a customer service representative or visit any license branch.

Identity Documents

Documents that you can use to prove your identity include:

- **United States (U.S.) birth certificate.** The birth certificate must be an original or certified copy issued by a government agency. "Birth certificates" issued by hospitals are NOT accepted.
- **U.S. passport or passport card.** The passport cannot be expired.
- **Consular Report of Birth Abroad** issued by U.S. State Department.



- **Amended birth certificate** showing a change of legal name, date of birth or gender. The amended birth certificate must be certified and filed with a state office of vital statistics in your state of birth.
- **Foreign passport.** An unexpired passport with a U.S. visa accompanied by:
 - The approved I-94 form documenting either the applicant’s most recent admittance into the U.S.; or current status.
- **Certificate of Naturalization** issued and lawful status verified by Department of Homeland Security (DHS).
- **Certificate of Citizenship** issued and lawful status verified by DHS.
- **Permanent Resident Card** issued and lawful status verified by DHS, or U.S. Immigration and Naturalization Service (INS). The permanent resident card cannot be expired.
- **Employment Authorization Card** issued and lawful status verified by DHS. The employment authorization document cannot be expired.
- **Unexpired Indiana SecureID Credential**
- **Other documents** as determined by DHS or the BMV Commissioner.

If born outside the U.S., a delayed birth certificate may be used to establish identity, but not lawful status.

Non-U.S. citizens who received a SecureID Indiana credential after submitting one of the documents in this list may use their SecureID Indiana credential to prove their identity in later transactions.

Proving a Name Change, Date of Birth or Gender

If your current, legal name, date of birth or gender is different from what is displayed on your birth certificate or lawful status documents, you must show legal proof of any changes. Acceptable documents supporting a change include:

- Marriage license
- Divorce decree
- Court order approving a change of legal name or date of birth
- Certified, amended birth certificate showing a change of gender; or Physician’s signed and dated statement that “(your name) successfully underwent all treatment necessary to permanently change (your name)’s gender from (previous gender) to (new gender)”
- Physician’s Statement of Gender Change – State Form 55617

Lawful Status Documents

For U.S. citizens, the document that you present to prove your identity will also prove your lawful status in the U.S. Documents used to prove your lawful status include:

- **United States (U.S.) birth certificate.** The birth certificate must be an original or certified copy issued by a government agency. “Birth certificates” issued by hospitals are NOT accepted.
- **U.S. passport or passport card.** The passport cannot be expired.
- **Consular Report of Birth Abroad** issued by U.S. State Department.
- **Amended birth certificate** showing a change of legal name, date of birth or gender. The amended birth certificate must be certified and filed with a state office of vital statistics in your state of birth.
- **Foreign passport.** An expired passport with a U.S. visa accompanied by:
 - The approved I-94 form documenting either the applicant’s most recent admittance into the U.S. or current status.
- **Certificate of Naturalization** issued and lawful status verified by the Department of Homeland Security (DHS).
- **Certificate of Citizenship** issued and lawful status verified by DHS.
- **Permanent Resident Card** issued and lawful status verified by DHS, or U.S. Immigration and Naturalization Service (INS). The permanent resident card cannot be expired.
- **Employment Authorization Card** issued and lawful status verified by DHS. The employment authorization card cannot be expired.
- **Other documents** issued by a U.S. federal agency to show identity and lawful status. The BMV must be able to verify that the document’s identification is accurate.
- **Notice of Action (Form I-797) document,** if the BMV can verify that DHS received it and has not denied action and documents that a U.S. federal agency issued to show lawful status that pertain to the applicant’s Notice of Action.
- **Proof of application for asylum in the U.S.** verified by DHS.

Social Security Number Documents

Documents containing your name and Social Security number which qualify to prove your Social Security number include:

- Social Security card
- W-2 Form
- 1099 Form
- Non-SSA 1099 Form
- Pre-printed pay stub showing your name and Social Security number

If you do not qualify for a Social Security number, you must submit Social Security Administration documents establishing that you are ineligible for a Social Security number. In addition, if you do not qualify for a Social Security number, you may be asked to provide a valid I-94 in lieu of a Social Security number. The documents must be dated within 60 days of your application.

Indiana Residency Documents

Post office boxes may not be used as a residential address, unless the applicant is enrolled in the Indiana Attorney General's Address Confidentiality Program. Documents that you can use to prove your Indiana residency include:

- **Computer-generated bill** from a utility company, credit card company, doctor, or hospital, issued within 60 days of the application date and containing your name and residential address.
- **Bank statement or bank transcription receipt** dated within 60 days of the application date and containing your name and residential address.
- **Pre-printed pay stub** dated within 60 days of the application date and containing your name and residential address.
- **W-2 form, property or excise tax bill, or Social Security Administration or other pension or retirement annual benefits summary statement** showing your name and residential address. The form, bill or statement must be dated within the current or immediately prior year.
- **Current valid homeowner's, renter's or motor vehicle insurance policy** showing your name and residential address. Policy must be dated within one year of the application date.
- **Current motor vehicle loan payment book** for a motor vehicle registered in your name, and showing your name and residential address.

- Residential mortgage or similar loan contract, lease or rental contract showing your name, residential address and signatures from all parties needed to execute the agreement.
- Child support check stub issued by the Indiana Family and Social Services Administration showing your name and residential address. Check stub must be dated within 60 days of the application date.
- First-class mail from federal or state court or agency showing your name and residential address. Mail must be dated within 60 days of the application date.
- Indiana voter registration card.
- Change of address confirmation from the United States Postal Service showing your prior and current residential address (Form CNL107).
- Survey of your Indiana property issued by a licensed surveyor and showing your name and residential address.
- Valid Indiana handgun permit showing your name, signature, residential address and date of birth.

Indiana Residency Affidavit

If you cannot provide two documents proving your Indiana residency you may submit an Indiana Residency Affidavit if you meet one of the following qualifications:

- You are incapacitated. An Indiana Residency Affidavit must be signed at a license branch by another person who is your legal guardian or caregiver, is at least 18 years of age, and with whom you reside. The legal guardian or caregiver must submit his or her valid Indiana credential, one document proving their identity, two documents proving Indiana residential address and applicable guardianship documents.
- Homeless applicants without a residence address. An Indiana Residency Affidavit must be signed by a legal representative of the government entity for not-for-profit organization where you receive services and can receive mail. You must also provide a letter from the government entity or not-for-profit organization on its letterhead showing its name, address and telephone number and showing the legal representative's name, signature and signature date. The legal representative must state in the letter that the entity or organization provides services to you and will accept delivery of mail on your behalf.

- You are living with a relative or friend. An Indiana Residency Affidavit must be signed at a license branch by the relative of friend with whom you live. The relative or friend must be at least 18 years of age and submit his or her valid Indiana credential, one document proving his or her identity, and two documents displaying an Indiana residential address.
- You reside in a motor vehicle, including but not limited to a mobile home or motor home. An Indiana Residency Affidavit must be signed at a license branch by another Indiana resident who attests that you may use his or her address of residence for record purposes. The person signing the affidavit must submit two documents proving his or her Indiana residential address. You must provide proof of paying Indiana income taxes for the current year or immediately prior year, and have a current motor vehicle title and registration records with the BMV.

Submitting Acceptable Documents

The BMV will only accept original documents or certified copies from the issuing agency. The BMV may refuse any document that appears fraudulent, unreliable, altered or expired. All documents must be in English or be presented with a verifiably accurate English translation. Your legal name and date of birth on documents presented to the BMV must match Social Security Administration records.

Translation of documents that are in a language other than English and without English subheadings, submitted in support of an application or petition, must include complete translation into English. The translation must be typed on a separate page on the letterhead of a government entity, accredited educational institution or translation agency.

The translation must include a signed statement from the translator indicating that the translation is complete and accurate, attest to his or her competence as a translator and state that the document has not been translated for a family member, friend or business associate.

Obtaining a Non-SecureID Credential

United States citizens currently holding a valid Indiana credential, who are struggling to collect the required documents, or just want to wait to receive a SecureID, may apply for a non-SecureID credential. A non-SecureID driver's license is valid for driving and verifying identity for voting.

APPENDIX B

Teens behind the Wheel

Driver Guide for Parents and Teens

The Driver Guide for Parents and Teens is posted on myBMV.com. It is an important tool that can be used to help keep parents engaged in their child's driver education.

Risk Factors for Teens

- **Errant/Risky Driving.** Errant/risking driving and distraction is the most common contributing factor in teen crashes.
- **Inattentiveness.** Driver inattention and distraction is a common contributing factor in multiple-vehicle crashes.
- **Excessive speed.** Illegal or unsafe speed is a common contributing factor in single vehicle crashes. Teens may have difficulty adjusting their speed to suit current driving conditions. Higher speeds reduce the time a driver has to recognize and react to hazards.
- **Driving with other teens.** The chance of a crash doubles with each passenger present in the vehicle.
- **Failure to wear a seat belt.** Wearing a seat belt is the best way to reduce the chance of injury or death in a crash – it's the law.
- **Being inattentive at intersections.** Most multi-vehicle crashes involving teens occur at intersections. Teen drivers need to be free from distractions and focused on other vehicles at intersections.
- **Use of alcohol or other drugs while driving.** While the percentage of teen drivers who are under the influence of alcohol or drugs is small, they account for a much higher percentage of serious injury and death from crashes involving all teen drivers.

Tips for Teen Drivers

- You and your passengers must always wear seat belts.
- Always adjust your seats and mirrors for the best visibility before starting each drive.

- Do not adjust your radio while you are driving. It is better to wait until you are stopped because taking your focus off the road for even a few seconds could lead to a collision
- Do not play music loudly. You might miss hearing a siren or a horn that could warn you of possible trouble.
- Do not talk on the phone or text while driving — it’s against the law. Also, do not eat, comb your hair, put on make-up or do anything else that distracts you from driving.
- Do not drive under the influence of drugs or alcohol or ride with anyone who is under the influence. Even some over-the-counter drugs can make you drowsy.
- Before entering an intersection, make sure the intersection is clear before you proceed.
- Obey all traffic signals. Always be prepared to stop as you approach an intersection with a green light in case the light changes. Unless you are already in an intersection when the light turns yellow, you should not enter the intersection after the light turns yellow.
- Obey the speed limit. Going too fast gives you less time to stop or react.

Tips for Parents of Teens

- When you drive, set a good example for your teen.
- Require seat belt use at all times.
- Take your teen practice driving with you while your teen has a learner’s permit and during the first year of licensed driving.
- Expose your teen to different driving conditions, including wet roads, snow, highways, rural roads, night driving, etc.
- Practice on unfamiliar roads.
- Choose vehicles for safety, not image.
- Take the necessary time to discuss driving rules, responsibilities and consequences appropriate for your family.
- Develop a strategy for progressive privileges. As the teen driver gains experience and demonstrates appropriate decisions, allow your teen to “graduate” to a higher level of driving responsibility.
- Developing necessary skills for safe driving is a complex task and can be learned only after many hours of practice. Driver education is a first step, but parents have a crucial role in teaching teens to drive.

APPENDIX C

Other BMV Services and Resources

Forms

Forms are available on myBMV.com or at any license branch.

Voter Registration

Any individual obtaining a new, renewed, replacement or amended credential may apply to register to vote at a license branch, given the individual is eligible to vote. Mail-in voter registration forms are available for people who are not at the branch for credential transactions.

Military Selective Service Registration

Indiana law requires the BMV, when authorized by a male younger than 26 years of age who is getting a new or renewed driver’s license, to submit the necessary information to the federal government to register that individual with the Selective Service system. Failure to register is a felony and is punishable by up to five years imprisonment and a \$250,000 fine.

Selective Service registration is required for citizens of the United States.

“Skip a Trip to the Branch”

The BMV offers four convenient ways to renew your vehicle registration from the comfort of your home. When you renew, the license plate sticker and registration card will be mailed directly to you.



Renew online at myBMV.com. Our virtual license branch allows you to change plate types, and track the progress of your plates as they reach your address. Plates and stickers arrive in approximately 14 days. Pay by e-check or by MasterCard, Visa or debit card.



Renew by mail by completing and mailing your renewal notice with your payment. Plates and stickers arrive in approximately 14 days. Pay by check, MasterCard, Visa or debit card.



Renew by phone by calling the BMV Customer Contact Center at 888-692-6841 and selection option 3. This line operates 24 hours a day. Plates and stickers arrive in approximately 14 days. Pay by MasterCard, Visa or debit card.



Renew on the myBMV App. The app is available for Android and Apple operating systems. Pay by Master Card, Visa or debit card.

Do you have an address or insurance change? You can update your mailing address and insurance information online at myBMV.com. Visit any license branch to update your

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