

Course Agenda: 8-Hour Course

Use this timed general agenda for the entire DDC 8-hour course. Total timings for each session include breaks. **Note the mid-program break in Session 3.**

AGENDA ITEM	TIME
Session 1: It's All About Choices	80 minutes
1. Course Introduction	7 minutes
2. Session Introduction	3 minutes
3. Activity: Get Personal	3 minutes
4. Class Introductions	15 minutes
5. Session 1 VHS/DVD: It Happened to Me	7 minutes
6. Collision Prevention Formula: RUA Defensive Driver?	15 minutes
7. Activity: How Do You Drive?	10 minutes
8. "What If?" Strategy	10 minutes
BREAK	10 minutes
Session 2: Ready for the Road	90 minutes
1. Session Introduction	3 minutes
2. Group Discussion: Who's on the Road?	10 minutes
▪ Age	
▪ Mobility	
▪ Hearing	
▪ Vision	
▪ Illness or use of medication	
▪ Fatigue or drowsiness	
3. Group Discussion: Emotional/Mental Conditions and Actions of Other Drivers	5 minutes
4. Session 2 VHS/DVD: Ready for the Road	5 minutes
5. Video Debrief	5 minutes
6. Session 2 VHS/DVD: 3 Stages of Impact	5 minutes
7. Video Debrief	5 minutes
8. Conditions You Can't Control	42 minutes
BREAK	10 minutes

AGENDA ITEM**TIME****Session 3: Don't Add Insult to Injury****70 minutes**

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| 1. Session Introduction | 3 minutes |
| 2. Activity: Impaired Driving | 15 minutes |
| 3. Session 3 VHS/DVD: Don't Add Insult to Injury: Impaired Driving | 9 minutes |
| 4. Video Debrief | 5 minutes |
| 5. Session 3 VHS/DVD: Don't Add Insult to Injury: Distracted Driving | 7 minutes |
| 6. Video Debrief | 6 minutes |
| 7. Session 3 VHS/DVD: Don't Add Insult to Injury: Sleep and Fatigue | 7 minutes |
| 8. Video Debrief | 5 minutes |
| 9. Session 3 VHS/DVD: Don't Add Insult to Injury: Aggressive Driving | 7 minutes |
| 10. Video Debrief | 6 minutes |

BREAK

- For a one-day class, break for lunch.
- For evening or two-day classes, dismiss the class. Remind participants of the starting time for the next class session.

Session 4: Success on the Road**85 minutes**

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| 1. Session Introduction | 3 minutes |
| 2. Session 4 VHS/DVD: Drive to Survive | 7 minutes |
| 3. The Six Most Unsafe Driving Behaviors (Introduction) | 3 minutes |
| ▪ Improper speed | 10 minutes |
| ▪ Violating right of way | 10 minutes |
| ▪ Driving left of center | 8 minutes |
| ▪ Turning improperly | 9 minutes |
| ▪ Passing improperly | 12 minutes |
| ▪ Following too closely | 13 minutes |

BREAK**10 minutes**

AGENDA ITEM	TIME
Session 5: Collision Proofing	80 minutes
1. Session Introduction	2 minutes
2. Review: DDC Collision Prevention Formula and the “What If?” Strategy	10 minutes
3. Session 5 VHS/DVD Activity: Recognize the Hazard	35 minutes
4. Activity: Road Sign Colors and Shapes	13 minutes
5. Discussion: Collision Prevention	10 minutes
BREAK	10 minutes
Session 6: Driving for Life	75 minutes
1. Session Introduction	3 minutes
2. Session 6 VHS/DVD: Drive Like Your Life Depends On It	7 minutes
3. Video Debrief	5 minutes
4. Important Points to Consider About Driving	20 minutes
5. Group Discussion: Transporting Treasures	5 minutes
6. Activity: What Are You Willing to Do?	5 minutes
7. Course Exam	30 minutes
Total Time	480 minutes

Course Agenda: 6-Hour Course

Use this timed general agenda for the entire DDC 6-hour course. Total timings for each session include breaks. **Note the mid-program break in Session 3.**

AGENDA ITEM	TIME
Session 1: It's All About Choices	65 minutes
1. Course Introduction	5 minutes
2. Session Introduction	3 minutes
3. Activity: Get Personal	3 minutes
4. Class Introductions	10 minutes
5. Session 1 VHS/DVD: It Happened to Me	7 minutes
6. Collision Prevention Formula: RUA Defensive Driver?	15 minutes
7. Activity: How Do You Drive?	10 minutes
8. "What If?" Strategy	7 minutes
BREAK	5 minutes
Session 2: Ready for the Road	60 minutes
1. Session Introduction	3 minutes
2. Group Discussion: Who's on the Road?	5 minutes
▪ Age	
▪ Mobility	
▪ Hearing	
▪ Vision	
▪ Illness or use of medication	
▪ Fatigue or drowsiness	
3. Group Discussion: Emotional/Mental Conditions and Actions of Other Drivers	5 minutes
4. Session 2 VHS/DVD: Ready for the Road	5 minutes
5. Video Debrief	0 minutes
6. Session 2 VHS/DVD: 3 Stages of Impact	5 minutes
7. Video Debrief	0 minutes
8. Conditions You Can't Control	32 minutes
BREAK	5 minutes

AGENDA ITEM	TIME
Session 3: Don't Add Insult to Injury	50 minutes
1. Session Introduction	3 minutes
2. Activity: Impaired Driving	5 minutes
3. Session 3 VHS/DVD: Don't Add Insult to Injury: Impaired Driving	9 minutes
4. Video Debrief	3 minutes
5. Session 3 VHS/DVD: Don't Add Insult to Injury: Distracted Driving	7 minutes
6. Video Debrief	3 minutes
7. Session 3 VHS/DVD: Don't Add Insult to Injury: Sleep and Fatigue	7 minutes
8. Video Debrief	3 minutes
9. Session 3 VHS/DVD: Don't Add Insult to Injury: Aggressive Driving	7 minutes
10. Video Debrief	3 minutes

BREAK

- For a one-day class, break for lunch.
- For evening or two-day classes, dismiss the class. Remind participants of the starting time for the next class session.

Session 4: Success on the Road	65 minutes
1. Session Introduction	3 minutes
2. Session 4 VHS/DVD: Drive to Survive	7 minutes
3. The Six Most Unsafe Driving Behaviors (Introduction)	3 minutes
▪ Improper speed	8 minutes
▪ Violating right of way	8 minutes
▪ Driving left of center	6 minutes
▪ Turning improperly	6 minutes
▪ Passing improperly	8 minutes
▪ Following too closely	11 minutes

BREAK	5 minutes
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AGENDA ITEM	TIME
Session 5: Collision Proofing	60 minutes
1. Session Introduction	2 minutes
2. Review: DDC Collision Prevention Formula and the “What If?” Strategy	10 minutes
3. Session 5 VHS/DVD Activity: Recognize the Hazard	20 minutes
4. Activity: Road Sign Colors and Shapes	13 minutes
5. Discussion: Collision Prevention	10 minutes
BREAK	5 minutes
Session 6: Driving for Life	60 minutes
1. Session Introduction	3 minutes
2. Session 6 VHS/DVD: Drive Like Your Life Depends On It	7 minutes
3. Video Debrief	0 minutes
4. Important Points to Consider About Driving	10 minutes
5. Group Discussion: Transporting Treasures	5 minutes
6. Activity: What Are You Willing to Do?	5 minutes
7. Course Exam	30 minutes
Total Time	360 minutes

How to Use This Manual

The format of this revised instructor manual remains similar to that of previous editions in its use of the two-column What to Do/What to Say format. However, new ways of visually communicating directions have been incorporated. Here is a guide to the icons used in the “What to Do” column.