

# Introduction to your Advanced Driving Course





**Welcome to**

**Guildford Advanced Motorists**

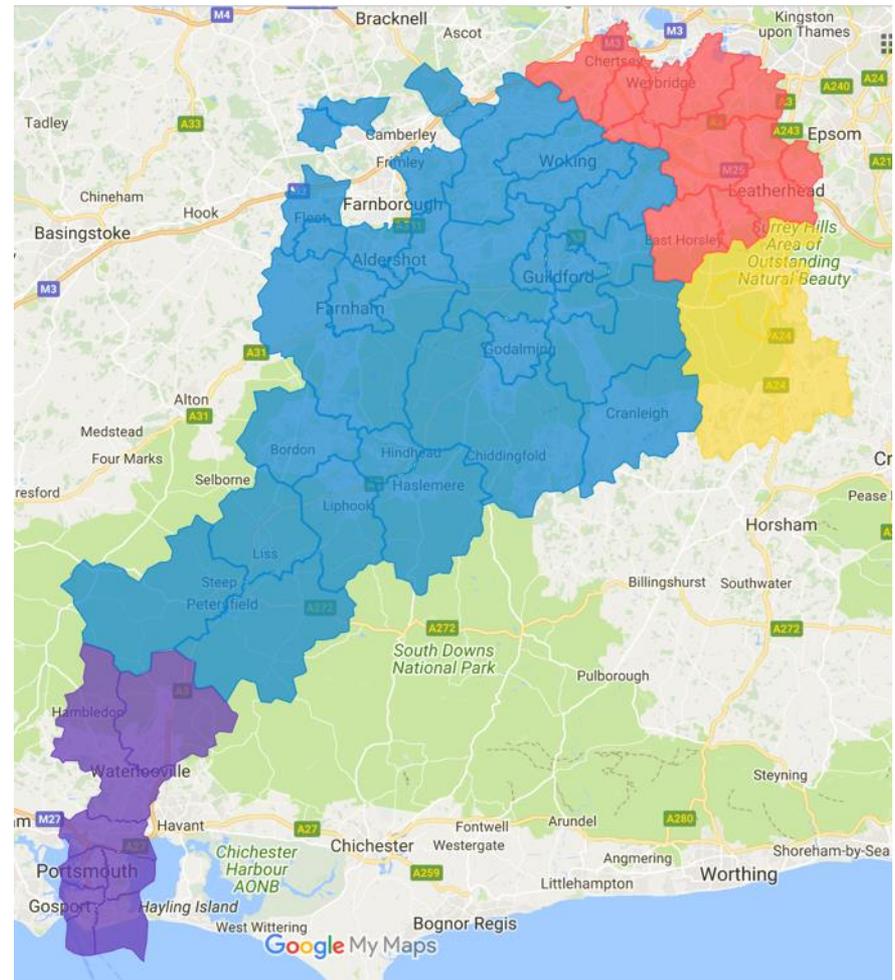
# Guildford Advanced Motorists



We are an independent charity, staffed by volunteers, and authorised by IAM RoadSmart to deliver the Advanced Driver Course.

Our **IMI accredited Observers** coach you, the Associate, to the Advanced Driving standard prior to Assessment by an independent Examiner.

We also promote road safety awareness in our area: parts of Surrey, Hampshire, and West Sussex.



# Our Committee



**Gordon Farquharson**  
Chairman



**Graham Ranshaw**  
Chief Observer



**Tim Lyon**  
Training Officer



**Gordon Farquharson**  
Acting Marketing and  
Newsletter



**Clive Heavens**  
Non-Sunday Run Manager



**Michael Tilney**  
Treasurer



**Paul Whitehead**  
Secretary



**Neil Fuller**  
Membership Secretary



**Neil Fuller**  
Operations Manager



**John Peabody-Rolf**  
Portsmouth Operations



**John Panting**  
Committee Member

# About your Advanced Driving Course

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# Course overview



You now have Associate membership of ***IAM RoadSmart*** and Guildford Advanced Motorists; both last for one year.

Your course logbook contains the theory of advanced driving.  
Please read it and ask us if you have any questions.

We offer you a number of Observed runs (typically 6) with a qualified Observer who will assist with your understanding of the theory and assess your ability to put it into practice.

The IAM test is a **practical demonstration of your driving ability**; no computer simulations, sat. nav. instructions or written exams, just you driving safely, smoothly and with confidence.

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# The Advanced driving test



The IAM test is a practical assessment with an Examiner lasting around 90 minutes covering 30 - 40 miles on all types of roads.

We will tell IAM when you are ready, and the Examiner allocated to you will get in touch.

Examiners will give clear route instructions and tell you what they expect to see during the drive –

- no speeding (instant fail),
- safe but swift progress,
- excellent all-round, long distance observation,
- smooth and courteous driving.

You will gain Full membership of IAM RoadSmart and Guildford Advanced Motorists once you have passed.

Please let us know how you get on in your test!

Once you are a full IAM member you can go on to take other driving qualifications such as becoming a “Master” or an “Observer”.

# Logbook



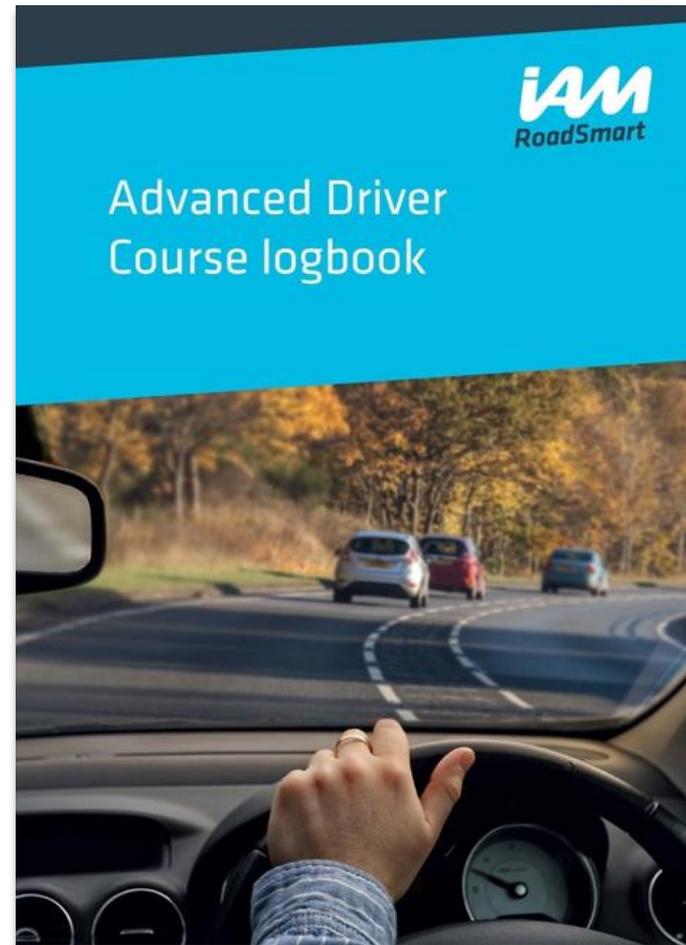
Your Advanced Driver Course logbook contains everything you will need during the course.

If it's in the logbook, it can be in the test.

Your logbook contains Run Sheets, where we record a summary of each Observed Run you take with us.

So please remember to **bring your logbook with you** each month.

Before you can start, we need you to sign the declaration form at the back.



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# Observed runs



We will take you out for Observed Runs - you drive with an Observer, covering the competencies required to become an Advanced Driver.

Feedback will be given during the run and a full debrief at the end; this will cover what you did well, what you can improve upon, and advice on how to improve.

Observed Runs at the monthly Sunday meeting last one hour or so and you will be given a timed appointment for each run.

If you are allocated to an Observer for other runs, the Observer will make contact with you.

# Run sheets



## Run sheet Driver/Rider- Competencies covered

This run sheet will assist in the development of the driver/rider on the reverse side is an area to record further information.

In the run column mark		
Competence Levels: 1 – Commended 2 – Satisfactory 3 – Requires Development		
Name	Run no.	Observer comments
Preparation	Pre-Drive/Ride Checks	
	Fitness/Eyesight check	
	Cockpit Drill (car only)	
	Rolling brake test	
	Knowledge – IPSCA	
Information	Observation – scanning	
	Use of mirrors and rear observation	
	Take, Use, Give (TUG)	
	Road signs and markings	
	Anticipation	
Position	Hazard management	
	Bends	
	Junctions	
	Roundabouts	
	Overtaking	
Speed	Hazard prioritisation	
	Vulnerable road users	
	Speed limits	
	Acceleration sense	
Gears	Limit point	
	Braking technique	
	Clutch and changing gear	
	Choice of gear	
	Timing of changes	

	Run no.	Observer comments
Acceleration	Smoothness	
	Anticipation and planning	
	Hazard awareness	
	Progress and restraint	
Other skills	Steering	
	Slow manoeuvring	
	Knowledge H/code & course material	
	Courtesy to other road users	
	Vehicle/machine sympathy	
	Spoken thoughts (car only)	

## Run sheet - Observer Notes

Date:		Weather conditions		Observer Name	
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### Observer Comments

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### Development Plan

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# Observed run scoring



During the debrief, your Observer will complete a run sheet, marking you on advanced driving competencies:

- 1 - Commended:** consistently demonstrating the competency to a **high standard** with confidence; showing sound understanding of the interaction between this and other competencies.
- 2 - Satisfactory:** consistently demonstrating the competency; performing **at the advanced standard**.
- 3 - Requires development:** not consistently demonstrating the competency to advanced standard currently.

Don't be surprised or disheartened to see lots of 3's early on; that's why we're here. A mixture of 2's and 1's mean your Observer feels you are at the advanced standard. By practising between runs, using the coaching advice given, you will see an improvement month by month.

# Self-assessment

Your logbook contains several competency sheets like this one.

These are for you to reflect upon, and tick-off once you feel you are executing each item consistently.

## Competency sheet - Core Driving Skills

This page gives an overview of the competency requirements for this section.

Information	Achieved
Demonstrates early and accurate identification and anticipation of hazards by raising and expanding vision	
Checks the appropriate mirrors before altering their position or speed	
Through observation, is aware of how other road users may affect decisions	
Uses all appropriate signals to communicate with other road users	
<b>Position</b>	
Holds the steering wheel in a way that allows for a full and accurate range of movement	
Demonstrates a smooth steering action which allows for easy use of the other controls	
Steers the vehicle accurately to maintain a stable, safe and appropriate course with the capacity to change direction, if required	
<b>Speed</b>	
Demonstrates smooth acceleration, deceleration and accurate use of 'acceleration sense'	
Demonstrates smooth and accurate braking	
Holds the steering wheel with both hands during braking/accelerating	
<b>Gear</b>	
Demonstrates an ability to select the correct gear on every occasion	
Makes all gear-changes smoothly, matching engine revolutions where appropriate	
Positions the steering for the required course when a gear change needs to be made in a hazard	
Manual vehicles - selects the correct gear straightaway	
Automatic vehicles - uses the vehicle's gear selector to best advantage	
<b>Acceleration</b>	
Accelerates smoothly when vision and speed limits permit	

# Advanced Driver Course content

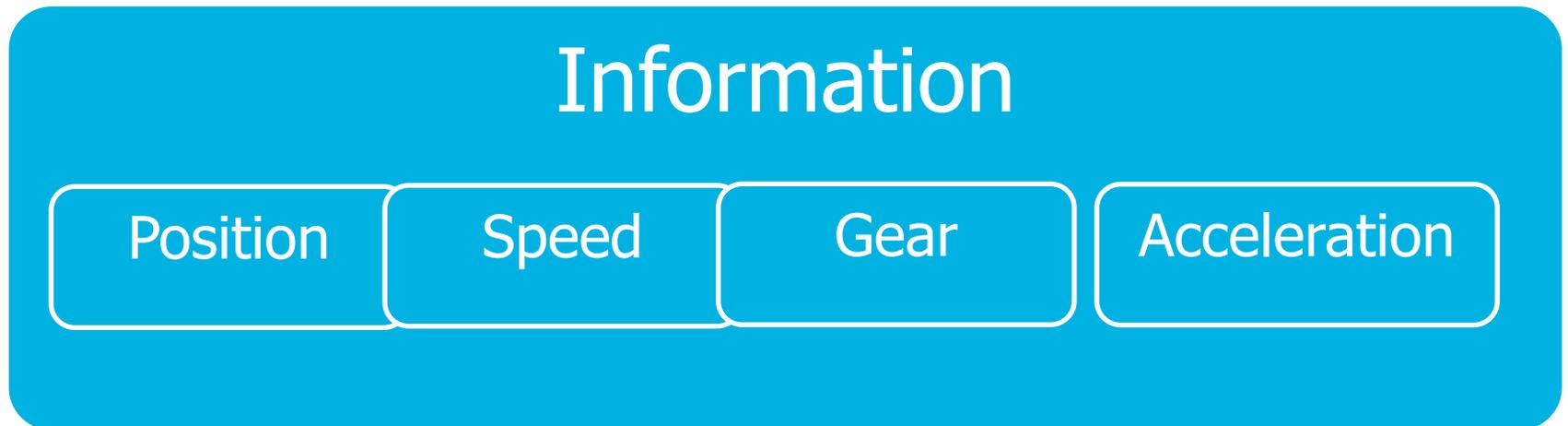
# The System of Car Control



The foundation of the Advanced Driver Course:

**“A safe and systematic way to deal with any hazard”**

often called IPSGA:



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# What is a Hazard?



**Anything which contains an element of actual or potential danger**

**Anything which will cause us to change our speed or direction**

Road signs

Bends, hills and junctions

Other road users

Weather conditions

The road surface

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# Why do we need this?



**A moving car is most stable when the weight is balanced evenly over all four wheels:**

- Travelling in a straight line;
- The driven wheels are powered, but neither accelerating or decelerating.

**Tyres have finite grip, which is used when:**

- Cornering;
- Accelerating or decelerating.

The **System of Car Control** ensures we are not changing speed and direction at the same time, therefore not over burdening a single tyre's grip.

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# IPSGA: Information



**Take:** first, we must **gather information**, looking for and prioritising hazards:

- Far, near, here and rear observation;
- **Anticipating** what could be happening, or what might happen.

**OAP**

**Use:** then we must **make a plan**.

**Give:** then we give information to **warn and inform** other road users of our intended actions through signalling.

The Highway Code says you signal through:

direction indicators, brake lights, reversing lights, and arm signals.

We add: position on road, hazard lights, headlights, courtesy hand signals, horn.

We must continually **reassess** our situation and **adjust our plan**.

## We position for:

- 1. Safety:** away from any actual or anticipated hazards;
- 2. Stability:** to balance the car, and, if need be, to reduce the severity of bends (if safe, and if we have a view through the bend).
- 3. View:** to maximise our view of or around the hazard (this also allows oncoming drivers to see us earlier).

# Lane positioning



Observers will use this terminology



## **Position 1**

Left in lane

Good for gaining visibility around right-hand bends

## **Position 2**

Centred in lane

The Safety Position (where we move from and return to)

## **Position 3**

Right in lane

Good for gaining visibility around left-hand bends

**Speed within IPSGA is demonstrating appropriate speed to navigate the hazard.**

Should we need to reduce our speed, consider the following:

1. When we come off the power, we introduce *engine braking*; this may be enough to reduce our speed for the hazard ahead.
2. Should we need to, we further reduce our speed prior to the hazard through braking.

We try to brake while still travelling in a straight line.

We try not to change gear while reducing our speed.

Foot on the brakes means both hands on the wheel.

Having correctly managed speed, the car is balanced for gear selection.

Prior to negotiating the hazard (2 or 3 car lengths), we change into the most appropriate gear to match the new road speed:

- This may require a “block change”, e.g. 4<sup>th</sup> to 2<sup>nd</sup>;
- In an automatic, timely use of the accelerator or a manual override may be needed.

We do not generally change gears mid-corner as this can destabilise the car and we need two hands on the wheel while cornering.

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# IPSGA: Acceleration

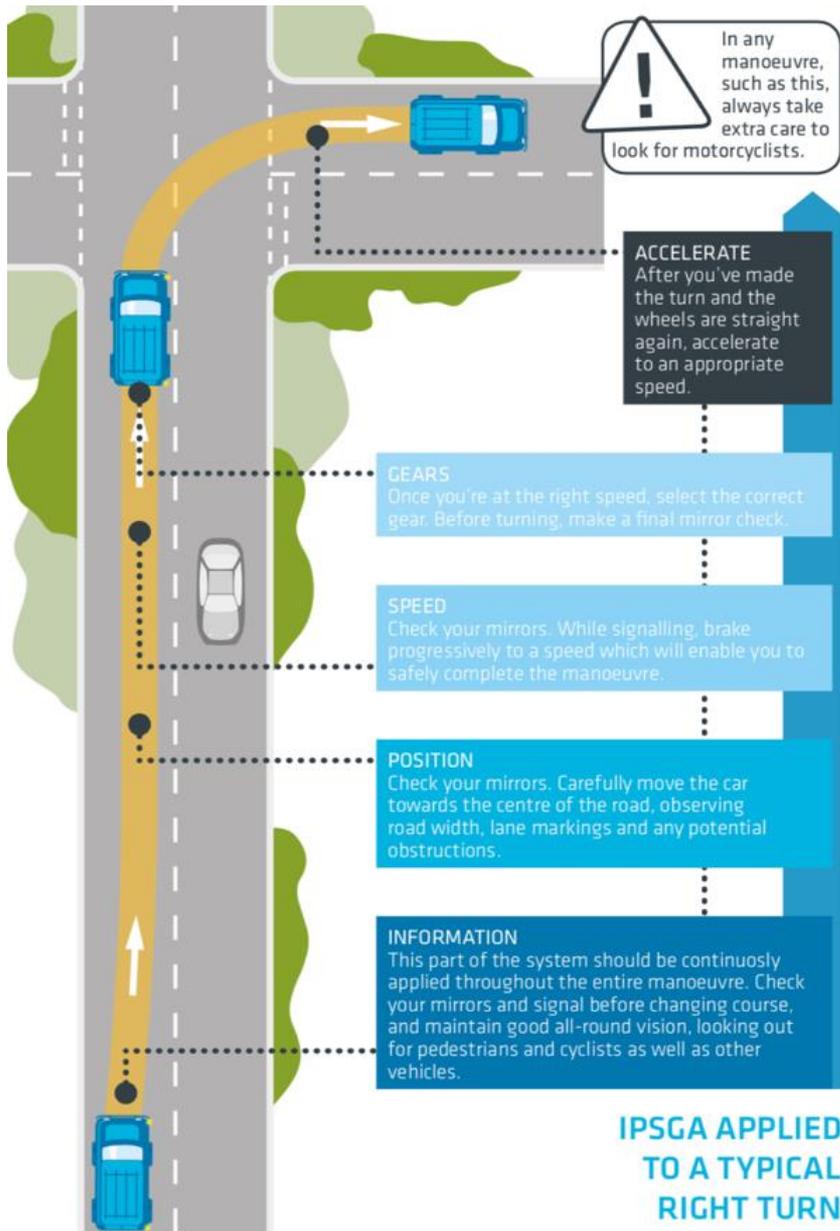


1. We apply gentle pressure to the accelerator to ensure there is power to the driven wheels while negotiating the hazard.
2. After we have negotiated the hazard, we can look to increase our speed up to the speed limit, if safe to do so.
3. We change gear as necessary to keep the engine in its optimal rev range while maintaining vehicle sympathy.
4. Once we have reached our desired speed, we place the car in the appropriate gear if not already; this *might* allow a “block change”, e.g. 3<sup>rd</sup> to 5<sup>th</sup>.

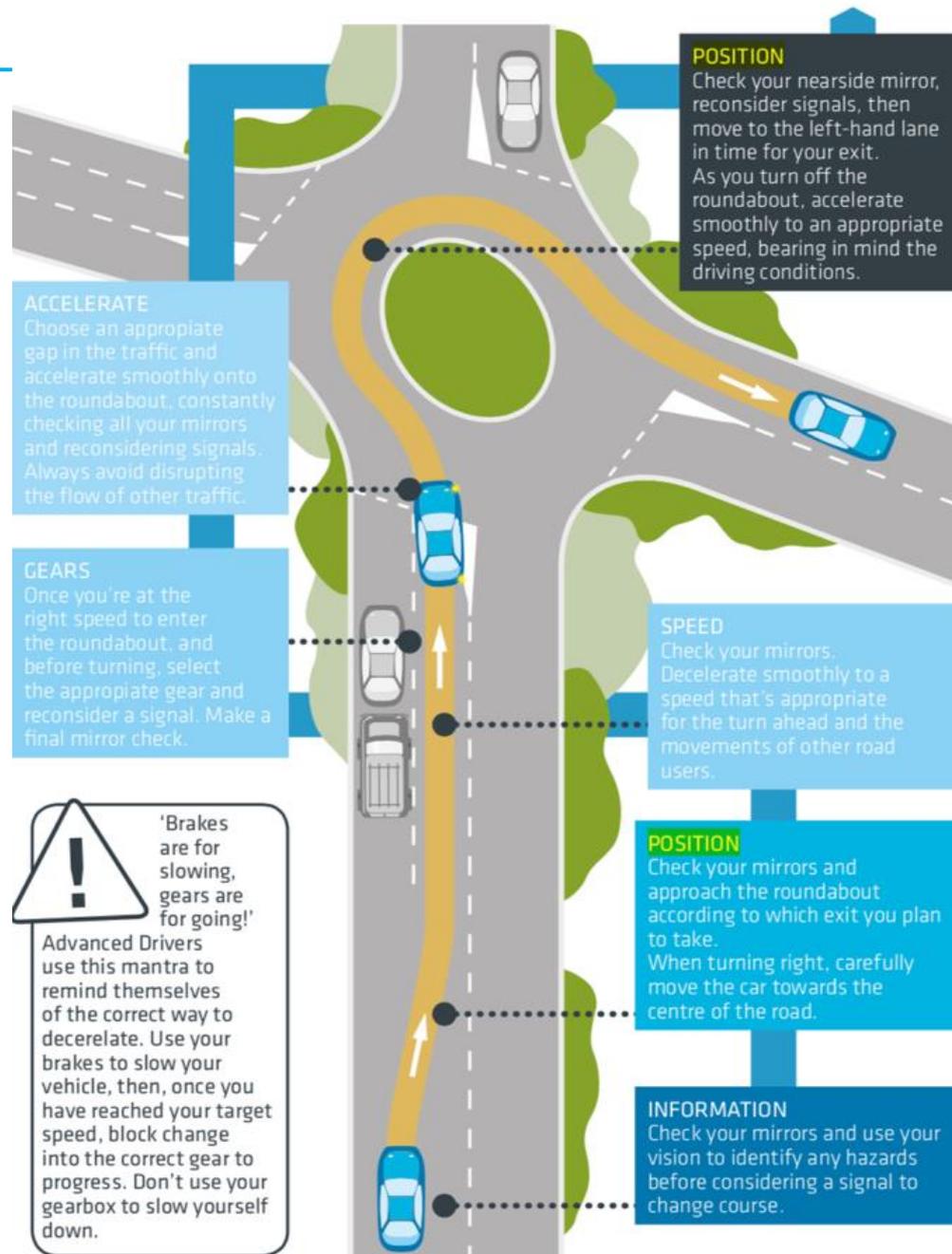
We are looking for a safe, systematic, smooth and **progressive** drive.

“This is an advanced drive, not an economy run” (*an IAM RoadSmart Regional Director*)

# IPSGA in action



**IPSGA APPLIED TO A TYPICAL RIGHT TURN**



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# Beyond the System of Car Control



**Accelerator sense:** using the accelerator to control speed, up or down, without excessive use of brakes.

**Signalling sense:** making informed decisions about when to signal; understanding who benefits.

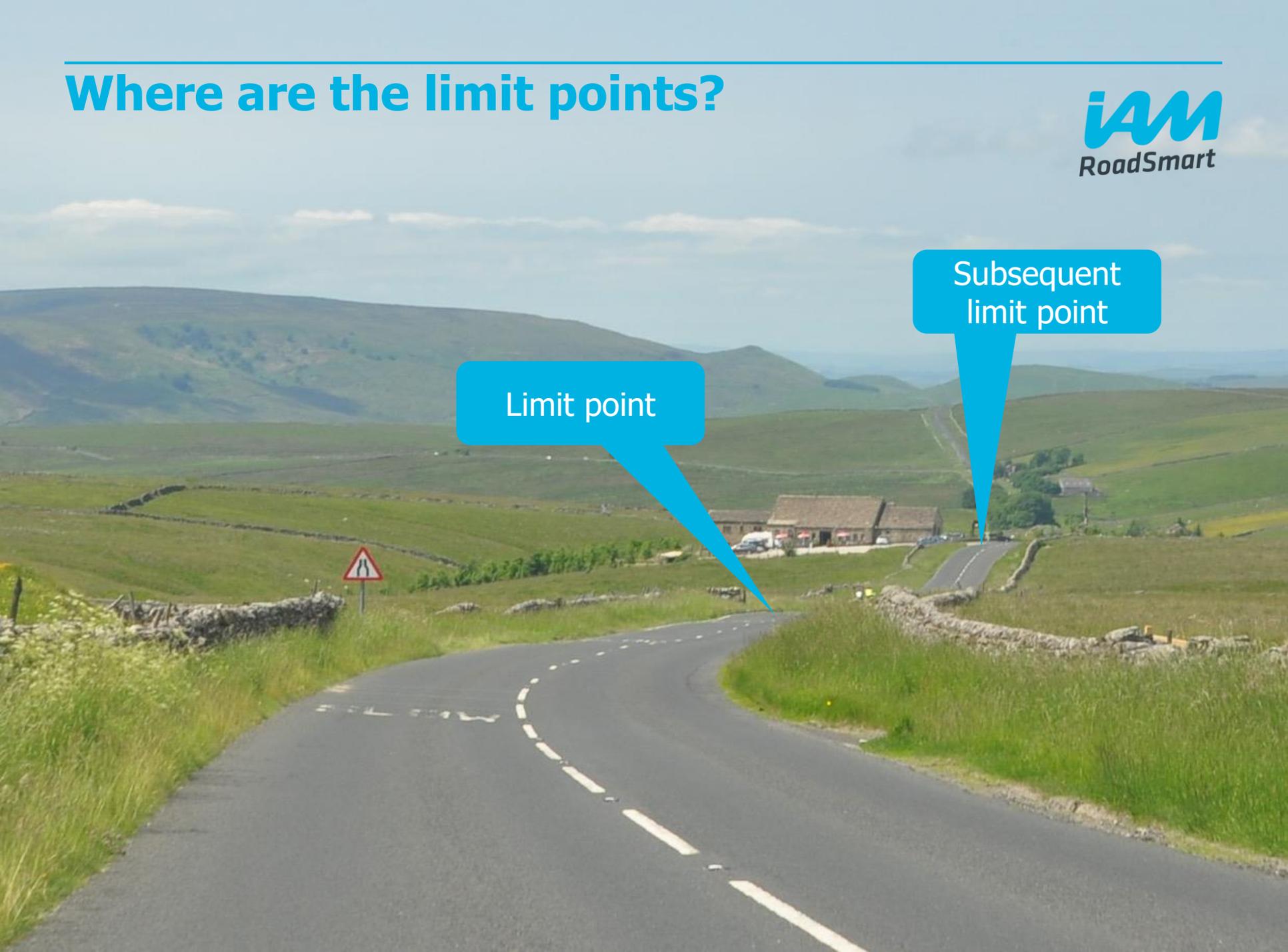
**Spoken thoughts:** providing a running commentary of what you see, what you are thinking, and what you are planning to do about what you can see.

**Limit point of vision:** combination of information, positioning and speed; ensuring we can “stop on our side of the road within the distance we can see to be clear”.

# Where are the limit points?

Limit point

Subsequent  
limit point



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# Reviewing the basics



## **Steering technique:**

accurate and smooth with safety

## **Braking technique:**

Three stage (gentle, hard, gentle)

## **Slow manoeuvres:**

parallel parking;

reversing around a corner;

turn in the road

## **Use of handbrake:**

at traffic lights?

during slow manoeuvres?

## **Overtaking techniques:**

following position;

the overtaking position;

the overtake

## **Safe distances between vehicles:**

the two-second rule;

tyres on tarmac

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# Finally, pre-drive checks



## **The vehicle: is it in good working order?**

During the course, we will help you develop a systematic set of checks tailored to your vehicle, some outside the car, some inside the car.

Advanced Drivers know the full capabilities of their vehicle and use them to maximum advantage.

## **The driver: are you in good working order?**

Are there any factors preventing you from driving today?

Advanced Drivers continually re-evaluate their own performance and are prepared continually to develop their own skills.

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# Finally, pre-drive checks



## **POWDERY**

- **Power (petrol, diesel or battery)**
- **Oil**
- **Water**
- **Damage**
- **Electrical (lights, warning lamps)**
- **Rubber (tyres and wipers)**
- **You – fit and well for a drive**

# Commitment

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# Our commitment to you



**Monthly Observed Runs**, until you have reached the advanced standard while your membership is current, more frequently if you are allocated an Observer.

**Tailored routes** based on your needs and covering a wide variety of road types and conditions.

**Tailored feedback** based on the gaps between the Advanced Standard and your driving performance on the day.

**A recommendation for test** once two Observers agree you have reached the Advanced Standard.

**A pre-test run** if possible, once you have a test date.

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# What we need from you



**Communication:** please keep in touch with us; in particular please respond to monthly attendance e-mails.

**Please let us know if you cannot attend an appointment.**

Another Associate might be able to use it.

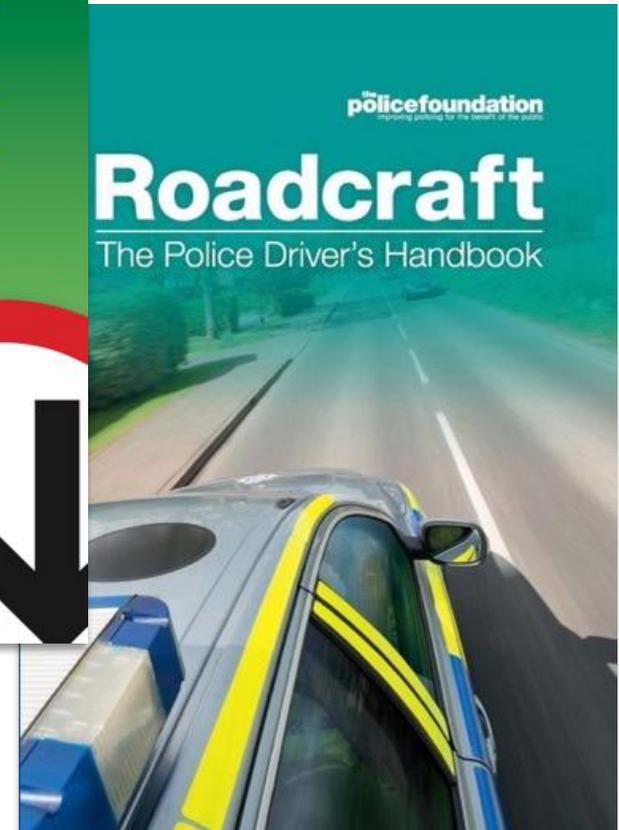
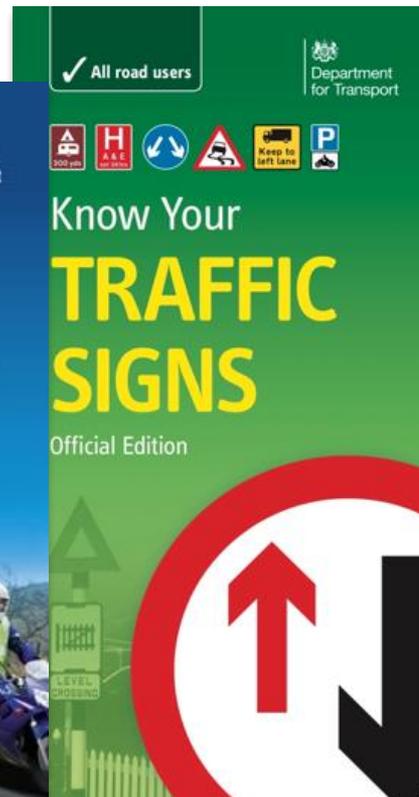
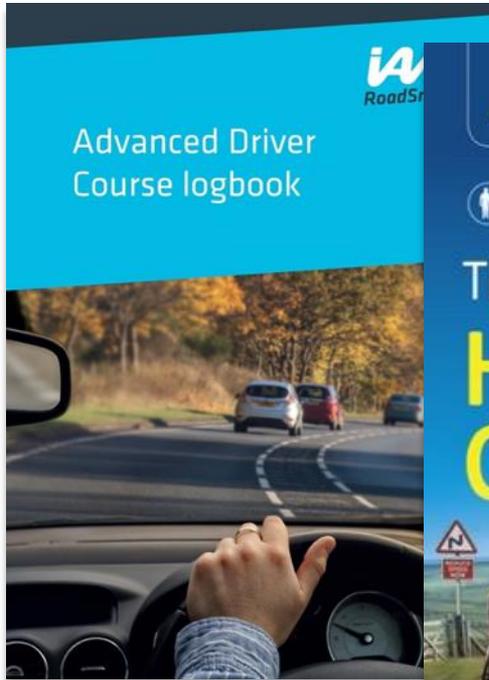
**Continuity:** it will be more difficult to progress if you have large gaps or many gaps between runs.

**Positive attitude:** in respect of the feedback and guidance you receive from Observers.

**Practice:** by practising between runs using the coaching advice given, you will see an improvement month by month.

# Further reading

# Further reading



Reg Local's videos also available at <https://guildford-iam.org.uk/resources>

## Let's go!

You will now have a short demonstration drive followed by your first Observed Run

### **Guildford Advanced Motorists**

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