

Alberta Class 1 Commercial Truck Driver Curriculum Framework

Alberta Transportation and Economic Corridors

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Executive Summary

The Province of Alberta is leading the advancement and professionalization of the commercial driving industry with a new Class 1 driver learning pathway that will strengthen attraction and retention of commercial drivers in Alberta. The pathway's flexible, incremental approach facilitates the entry of new drivers in the commercial driving industry and supports ongoing development of advanced knowledge, skills, and behaviours throughout their careers.

The "Made in Alberta" curriculum includes content specific to the unique terrain, weather, cargo, and equipment seen in Alberta's commercial driving industry. Safety, wellness, and responsibility are also foundational to the new curriculum, with additional content related to personal health and wellbeing, workplace safety, defensive driving, security, and incident response.

Successful completion of 115 hours of training in the Entry and Core Learning programs and the Class 1 knowledge and road test will result in a Class 1 operator's licence with provincial restriction, giving drivers the opportunity to immediately start working within Alberta. Completion of an additional 10-18 hours of training in the Competence Building program will allow the provincial restriction to be removed, permitting work outside of Alberta.

The competency-based curriculum is arranged across eight modules and delivered through four learning programs:



The Entry program introduces prospective Class 1 drivers to a career in commercial driving, with a focus on developing the foundational knowledge and attitudes essential for success. The 40-hour program is delivered through a flexible, self-directed online learning system that includes interactive activities, videos, and assessments.



Successful completion of the Entry program allows learners to proceed to the Core Learning program, which equips new drivers with the practical skills necessary to drive a commercial vehicle in Alberta. This rigorous 67-hour program is delivered by licenced driver training schools through a combination of classroom, in-yard, and in-cab instruction. An additional 8 hours of air brake training is also completed during this program.



The Competence Building program includes three hours of standardized in-yard training, but also allows for customized learning based on individual learning needs identified through each driver's road test results. This personalized approach ensures that each driver receives targeted training to address their specific areas of need.



Eligible drivers with prior commercial driving experience in Alberta or other Canadian provinces can obtain their Class 1 operator's licence through the Experience and Equivalency program, a shortened version of the Entry and Core Learning programs, and successful completion of the Class 1 knowledge and road test.

Introduction

Alberta is leading the advancement and professionalization of the commercial driving industry with a new Class 1 driver learning pathway. Designed to strengthen attraction and retention of commercial drivers in Alberta, the pathway's flexible, incremental approach facilitates the entry of new drivers in the commercial driving industry and supports ongoing development of advanced knowledge, skills, and behaviours throughout their careers.

Developed following a review of Alberta's Class 1 Mandatory Entry Level Training (MELT) program, the new pathway offers flexible learning options that include self-directed online learning and the ability for drivers to customize their learning according to their career goals. The learning pathway supports development of professional driving skills and road safety with increased hours of hands-on driving instruction for new drivers and opportunities for competency development. The new pathway is supported by robust accountability measures between government, licenced driver training schools, carriers, and drivers to ensure continued confidence, integrity and excellence in Alberta's commercial driving industry.



This learning pathway aims to enhance the professionalization of the commercial driving industry in Alberta through a competency-based curriculum that includes programming for entry level, experienced and advanced professional drivers. The competencies align with TruckingHR Canada's *National Occupational Standard – Commercial Transport Truck Operator* as well as the Canadian Council of Motor Transport Administrators *National Safety Code (NSC) Standard 16: Commercial Truck Driver Entry Level Training (Class 1)*. These standards are recognized as guiding documents within the commercial driving industry across Canada, ensuring the new pathway adheres to the highest national benchmarks for training and safety.

This curriculum framework includes the Entry, Core Learning and Competence Building programs that support Alberta's Class 1 driver learning pathway. Additionally, it includes the Experience and Equivalency program for eligible drivers with previous commercial driving experience in Alberta or other Canadian provinces, ensuring a seamless integration of experienced professionals.

Learning pathway options address the need to resolve Alberta's professional driver shortage with the importance of supporting Class 1 drivers in development of knowledge and skills through additional learning and mentorship.

A Class 1 licence with a provincial restriction can be achieved in 115 hours (Entry and Core Learning programs), and the Experience and Equivalency Program gives eligible drivers an accelerated route to attempting the Class 1 knowledge and road test. The total number of hours to achieve a Class 1 licence without a provincial restriction will increase to 125+ hours depending on how much additional competence development is needed, as determined by the results of the Class 1 licence knowledge and road test.

The curriculum framework was developed with extensive input from commercial driving industry leaders in Alberta and from national organizations, and research into best practices from comparable jurisdictions worldwide. The “Made in Alberta” curriculum includes content specific to the unique terrain, weather, cargo, and equipment seen in Alberta’s commercial driving industry. The design and structure of the new Class 1 learning pathway are intended to provide the following benefits:



EFFICIENT

Depending on the availability of classes and driving school schedules, the Entry and Core Learning programs can be completed in as little as 4-6 weeks.



FLEXIBLE

The 40-hour Entry program is delivered online to accommodate the schedules, locations, and learning needs of new drivers.



COST EFFECTIVE

The online Entry program allows new drivers to make an informed decision before investing in the Core Learning program.



ADJUSTABLE

Driving schools can adjust classroom and in-yard hours in the Core Learning program to adapt to learner needs.



CUSTOMIZED

Content and duration of the Competence Building program is based on the results of each learner’s Class 1 licence road test.



INCREMENTAL

Programs support ongoing development of advanced knowledge, skills, and behaviours throughout a driver’s career.

Class 1 Driver Learning Pathway

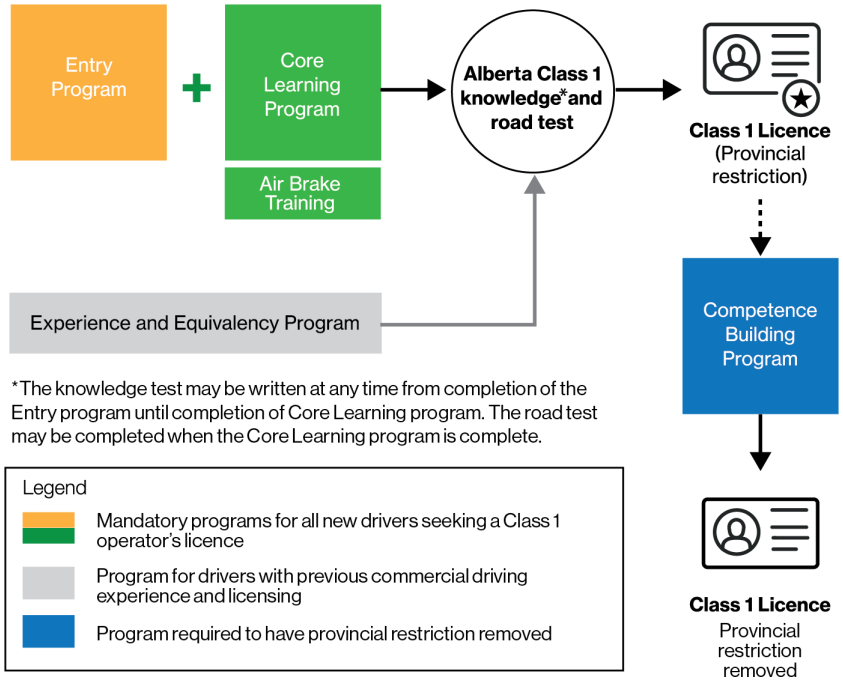
Alberta's Class 1 driver learning pathway provides options for professional commercial drivers to develop the knowledge and skills needed to succeed in a commercial driving career. The pathway offers four learning programs that are overseen by Transportation and Economic Corridors:

- Entry
- Core Learning
- Experience and Equivalency
- Competence Building

Development and delivery of advanced training courses, such as those that may be related to specialized terrain, equipment, or cargo, will be led by driving schools, carriers and industry associations. New advanced training courses will supplement existing commercial driver training courses. Completion of industry-led advanced training courses can be recorded in the LMS, enabling tracking of a driver's skill development throughout their career. Advanced training programs are not required for a Class 1 licence and are not overseen by Transportation and Economic Corridors.

New drivers are required to successfully complete the Entry program before attempting the Class 1 knowledge test, which can be taken while a driver is completing the Core Learning program. However, successful completion of the Core Learning program is required before attempting the Class 1 road test. A passing grade on the knowledge and road tests will result in a Class 1 operator's licence with provincial restriction, giving drivers the opportunity to immediately start working within Alberta. Completion of an additional 10-18 hours of training in the Competence Building program will allow the provincial restriction to be removed, permitting work outside of Alberta.

Class 1 learning pathway options are summarized in the diagram below, with more information about each pathway in the text that follows.



Entry

Class: 40 hours In-yard: 0 hours In-cab: 0 hours Total: 40 hours	Pre-requisite: Class 5 driver's licence (non-GDL), awareness of medical standards required for Class 1 operator's licence Format: Self-led online learning through a Learning Management System administered by Alberta Transportation and Economic Corridors (TEC); option to complete the same online curriculum at a driving school with in-person support Structure: Eight modules divided into knowledge-based lessons Assessment: Online quiz following each module and a final online assessment at the end of the program.	Outcome: Course completion certificate Advance to Core Learning program Ability to attempt Class 1 knowledge test

Core Learning

Class: 4 hours In-yard: 14 hours In-cab: 49 hours TOTAL: 67 hours plus 8 hours of air brakes training	Pre-requisite: Successful completion of the Entry program Format: Classroom, in-yard and in-cab lessons conducted by licenced driver training schools and overseen by Alberta TEC Structure: Eight modules divided into practical/application-based lessons, building on knowledge learned in the Entry program Assessment: Sign-off from driving instructor following each lesson, Class 1 road test on completion of the program. Class 1 knowledge test can also be attempted at any point during the Core Learning program.	Outcome: Class 1 operator's licence with provincial restriction Option to begin working within Alberta or advance to the Competence Building program

Experience and Equivalency

Class: 3.5 hours In-yard: 8 hours In-cab: 28.5 hours Total: 40 hours	Pre-requisite: Experience or licensing requirements Format: Classroom, in-yard and in-cab lessons conducted by licenced driver training schools and overseen by Alberta TEC Structure: Abbreviated version of the Core Learning program Assessment: Sign-off from driving instructor following each lesson, Class 1 knowledge and road test on completion of the program	Outcome: Class 1 operator's licence with provincial restriction May advance to the Competence Building program

Competence Building

Class: 0 hours
In-yard: 3 hours
In-cab: 7-15 hours
Total: 10-18 hours

Pre-requisite: Class 1 operator's licence (with provincial restriction) or Class 1 operator's licence (with Farm restriction)
Format: In-yard and in-cab lessons conducted by driver training schools I and overseen by Alberta TEC
Structure: Five modules, building on knowledge and skills from the Core program, with tailored driving instruction informed by a driver's results on the Class 1 knowledge and road test.
Assessment: 10-question written knowledge and 10-question practical verbal assessment following each module, Driver Examination Checklist for in-cab driving assessment

Outcome:
Removal of the provincial restriction on Class 1 operator's licence

The table below compares the division of hours between classroom, in-yard and in-cab learning in the Entry, Core Learning and Competence Building programs to the division of hours in the former MELT program. The new curriculum framework is designed with a significant level of flexibility, enabling drivers to enter the profession with 115 hours of training, and further develop competence with additional learning tailored to individual needs. This results in a minimum total training time of 125 hours to qualify for a Class 1 operator's licence without a provincial restriction, slightly surpassing the previous MELT curriculum, while maintaining a similar ratio of learning environments. The Class 1 driver learning pathway also surpasses the National Safety Code minimum of 112 hours of instruction (36.5 hours classroom instruction, 17 hours in-yard, 50 hours in-cab, and 8.5 hours of air brakes training).

		Classroom	In-yard	In-cab	Air Brake	Total
Former MELT program		40.5	15.5	57	8.5	**121.5 hours**
New Learning Pathway: Class 1 operator's licence (provincial restriction)	Entry	39.5	-	-	0.5	115
	Core Learning	4	14	49	8	
	Total	43.5	14	49	8.5	
New Learning Pathway: Class 1 operator's licence (no restriction)	Entry	39.5	-	-	0.5	**125+ hours**
	Core Learning	4	14	49	8	
	Competence Building	-	3	7-15	-	
	Total	43.5	17	56-64	8.5	

Competency Framework

Alberta's Class 1 competency-based curriculum is focused on developing the knowledge, skills and behaviours professional drivers need to enter and progress through a career in the commercial driving industry.

Competencies are measurable and are assessed by a demonstration of what the driver can do. A competency-based program focuses on demonstrated skills as the primary measure of learning and places less importance on the time the learning takes.

Through consultations with industry groups, carriers, and licenced driver training schools, 74 competencies were defined and sorted across 15 themes.

In the Class 1 curriculum framework, each lesson corresponds to one or more of the competencies on this table. As drivers advance through the Entry and Core Learning programs and continue with more advanced training, their knowledge and skills in these competencies will grow.

		A	B	C	D	E	F	G	H	I	J	K	L
Professional competencies - specific to commercial driving industry													
1	**Explain the commercial driving industry**	Describe regulatory and legislative requirements of the commercial driving industry.	Describe the structure of the commercial driving industry.	Describe the opportunities and requirements of a career in the commercial driving industry.									
2	**Operate commercial vehicle systems**	Operate air brake equipped vehicles.	Install and remove tire chains.	Operate a range of commercial vehicle systems and features.	Effectively understand and utilize vehicle instruments, equipment and systems.	Prevent distractions while driving.							
3	**Prepare to drive**	Plan a commercial vehicle trip, including reading maps and identifying safe routes with rest stops.	Describe and follow traffic regulations.	Describe requirements by vehicle type, configuration and load considerations.	Assess personal fitness to drive, such as fatigue or stress levels.								
4	**Drive a commercial vehicle**	Apply defensive driving techniques.	Maintain situational awareness and avoid distractions.	Control vehicle direction, motion, speed, and space around the vehicle.	Operate a commercial vehicle on various roads such as highway or urban, and in night driving conditions.	Operate a commercial vehicle on various terrain such as gravel and off-road.	Adjust driving for empty, partial, and full loads.	Drive in poor weather conditions including ice, rain and high winds.	Drive with different types of cargo such as livestock, refrigerated and liquid.	Operate a commercial vehicle on roads with steep grades and curves.	Operate equipment and vehicles such as tankers, double and triple trailers.	Maximize fuel efficiency.	Describe and follow procedures and regulations for railway crossings.
5	**Manoeuvre a tractor-trailer**	Couple and uncouple a tractor-trailer.	Ensure proper connections of trailer configurations.	Identify in-yard operational procedures.	Perform backing, docking and parking manoeuvres.								
6	**Meet documentation and regulatory requirements**	Comply with hours-of-service regulations.	Maintain logs in commercial vehicles.	Administer needed workplace documentation.	Comply with licensing and permitting regulations that apply to drivers and vehicles.	Comply with inspection facility policies and procedures.	Describe requirements for completing hazard identification documentation.						
7	**Support vehicle inspection and maintenance programs**	Complete a trip inspection, including components and systems listed in provincial legislation.	Monitor a commercial vehicle's safe condition.	Identify defective vehicle components and systems.	Perform basic preventive maintenance (greasing, changing a light, filling fluids).	Use basic hand tools.							
8	**Prevent loss of cargo**	Secure cargo safely according to load and weather conditions.	Comply with facility securement and security requirements.	Inspect tie-down and securement devices.									
9	**Respond to incidents**	Respond to minor incidents in a professional manner.	Manage collisions safely and professionally.	Manoeuvre a vehicle in case of a mechanical breakdown.	Respond in case of a fire.	Respond to incidents involving dangerous goods or environmental spills.	Comply with regulatory and workplace incident response and reporting requirements.	Effectively utilize emergency equipment.	Respond to incidents involving loss of cargo.				
General competencies - transferable and soft skills													
10	**Demonstrate communication skills**	Record information through notes, logs and other documentation.	Communicate clearly in various situations with teammates, supervisor, customers, suppliers, enforcement officials and the general public.	Communicate using technologies common to commercial driving.	Demonstrate the ability to address conflict in the workplace and with customers.								
11	**Demonstrate personal skills**	Demonstrate foresight and problem-solving skills.	Maintain physical and mental health and wellbeing.	Demonstrate physical and mental endurance for shiftwork, physical demands and long hours.	Manage time to meet deadlines.	Work as part of a team and support colleagues.	Demonstrate inclusive behaviour with colleagues and customers.						
12	**Demonstrate mathematical skills**	Perform calculations related to commercial vehicle operation.	Convert units of measurement.	Perform estimates and calculations related to cargo loads.									
13	**Demonstrate business skills**	Effectively and professionally serve customers and suppliers.	Demonstrate integrity and credibility, and promote organizational brand.	Understand and adhere to workplace-specific policies and procedures.	Work with legal documents (bills of lading).								
14	**Demonstrate technology skills**	Demonstrate the ability to use and troubleshoot digital technologies common to commercial driving.											
15	**Demonstrate health and safety skills**	Understand workplace safety legislation and reporting requirements.	Read and interpret health and safety warnings and procedures.	Understand that all employees have the right to refuse unsafe work.	Demonstrate journey safety management strategies.	Demonstrate responsibility for safety of self and others at all times.	Identify and handle dangerous goods as prescribed by law, as required						

Curriculum Framework

Learning programs are arranged across the following eight modules to support cohesive and incremental development of professional competencies:

Module 1—Employment in the Commercial Driving Industry	Understanding of the structure and logistics of the commercial driving industry, and how to successfully navigate a career in the industry.
Module 2—Vehicle Components and Inspection	Knowledge of the components and systems commonly found in a commercial vehicle, and how to manage them.
Module 3—Rules and Regulations	Understanding of the laws and regulations governing the commercial driving industry, and how a driver may encounter them.
Module 4—Professional Driving Practices	Knowledge and skills necessary to professionally operate a commercial vehicle.
Module 5—Cargo Securement	Understanding of the responsibilities a driver has relating to cargo.
Module 6—Documents and Paperwork	Understanding of the types of documents a commercial driver must manage.
Module 7—Handling Incidents	Understanding of the incidents a commercial driver may encounter, and how to manage them.
Module 8—Workplace Behaviour and Rights	Knowledge of the personal and team-wide health and safety factors a commercial driver must manage.

Learning Management System

Progress throughout the learning pathway is supported and tracked through a learning management system (LMS). Students register in the LMS when they begin the Entry program, and successful completion of each online learning module is recorded. Driving schools will also update the LMS as learners progress towards their Class 1 operator's licence.

- The LMS will host online learning modules for the Entry program, with interactive activities, video scenarios, and simulation exercises that give learners a virtual experience. Learners will be able to use the LMS app on desktop and mobile devices, both online and offline.
- The LMS includes features to manage privacy and site policies, pre-requisite checks, data requests and communication with learners, with capabilities to integrate with other databases.

Entry Program

The Class 1 Driver Learning Pathway Entry program introduces prospective drivers to commercial driving, focusing on the knowledge and attitudes essential for success. The Entry program is administered by Alberta Transportation and Economic Corridors, in partnership with licenced driver training schools across the province. Prior to registering for the Entry program, prospective Class 1 drivers will have access to a short orientation that provides an overview of the program and the benefits and requirements of commercial driving careers in Alberta. This initial step ensures that learners are well-informed and prepared to embark on their journey toward becoming licenced commercial drivers.

The Entry program comprises learning outcomes from the eight modules of the Class 1 driver learning pathway:

Module 1—Employment in the Commercial Driving Industry
Module 2—Vehicle Components and Inspection
Module 3—Rules and Regulations
Module 4—Professional Driving Practices
Module 5—Cargo Securement
Module 6—Documents and Paperwork
Module 7—Handling Incidents
Module 8—Workplace Behaviours and Rights

Format

This 40-hour program is delivered through a self-directed, online learning management system (LMS), giving prospective Class 1 drivers the flexibility to learn according to their schedules. Lessons include interactive activities, videos, animations, scenarios and scenario-based questions that give learners a virtual experience.

Learners whose accessibility needs require in-person learning may complete the online Entry program curriculum with the assistance of a driving school.

Assessment

Assessments for the Entry program will take place through a quiz at the end of each module. Results are recorded in the LMS to support and track learner progress. Each quiz will assess the learner's knowledge through a minimum of 10 questions. Learners may need approximately 30-45 minutes to complete each module quiz and a score of 80% is required to complete the module. Following the completion of all modules in the Entry program, learners will complete a final assessment with a score of 80% required to pass.

Learners will have the opportunity to review the learning material and re-test if necessary.

The Class 1 knowledge test can be attempted at any point between the completion of the Entry program and the completion of the Core Learning program.

Orientation: Introduction to the Class 1 Driver Learning Pathway

Prior to registering for the Entry program, prospective Class 1 drivers will have access to a short orientation that provides an overview of the program and the benefits and requirements of commercial driving careers in Alberta.

Orientation: Introduction to the Class 1 Driver Learning Pathways	Competencies
## Orientation: Introduction to the Class 1 Driver Learning Pathway ### Description This optional introductory lesson provides an orientation to the benefits and requirements of commercial driving careers in Alberta and an overview of the Class 1 driver learning pathway. This introduction is publicly available at no cost for any interested individual to view before they decide to complete the Entry program. The introduction includes: • Purpose of the program and structure of the Class 1 driver learning pathway • Overview of the commercial driving industry in Alberta and how it is structured • Overview of prerequisites required before starting the program • Description of how learning will take place during the program • Information for course support and receiving email or text message updates • Next steps after completing the Entry program ### Learning Activities • Three 5-10 minute videos featuring Alberta landscapes, different types of commercial driving occupations, and interviews with professional drivers • Presentation with voiceover on the benefits and requirements of a commercial driving career and an overview of the Class 1 driver learning pathway • Animated scenarios • “Check Your Understanding” questions and activities ### Learning outcomes 1. Understand the benefits and requirements of a commercial driving career in Alberta. 2. Understand the purpose of the Class 1 driver learning pathway. 3. Understand the possible outcomes of following the Class 1 driver learning pathway. 4. Understand the requirements, costs, and funding opportunities of the Class 1 driver learning pathway. 5. Orient learners to the online learning platform.	1B. Describe the structure of the commercial driving industry 1C. Describe the opportunities and requirements of a career in the commercial driving industry

Module 1—Employment in the Commercial Driving Industry

Module 1 in the Entry program introduces prospective Class 1 drivers to the logistics and structure of the commercial driving industry, as well as a comprehensive overview of the Class 1 driver learning pathway. This module includes essential content related to the realities and expectations of a career in commercial driving, detailing both the employment landscape and the professional considerations essential for success.

Objectives

1. Understand career path options in the commercial driving industry.
2. Understand the physical and mental demands of the job.
3. Understand ways of interacting with people in the commercial driving industry.

Format

Four self-led online lessons ranging from 15-30 minutes in length.

Assessment

The assessment for this module is a quiz that measures knowledge through a minimum of 10 questions. Learners have approximately 30-45 minutes to complete the quiz and a score of 80% is required to complete the module.

Entry Program, Module 1— Employment in the Trucking industry	Competencies
Lesson 1: Communication for Commercial Drivers **Description** This lesson describes the communication norms and standards in the industry. **Learning Activities** • Presentation with voiceover • Video that promotes the commercial driving industry • Animated scenarios and scenario-based questions • “Check Your Understanding” questions and activities **Learning Outcomes** 1. Acknowledge the importance of speaking clearly and professionally with co-workers and clients. 2. Know how to act professionally during interactions with enforcement officials and follow instructions and regulations as applicable. 3. Understand how to communicate in a professional manner whether it be verbally, in writing, through body language, or through technology. 4. Understand how to receive, interpret, and follow written and verbal instructions from supervisors, dispatchers, and other workplace staff. 5. Know how to seek clarification whenever there is uncertainty about	10B. Communicate clearly in various situations with teammates, supervisor, customers, suppliers, enforcement officials, and the general public.

Entry Program, Module 1— Employment in the Trucking industry	Competencies
instructions, expectations, procedures, or policies.	
## Lesson 2: Driver Health and Wellbeing ### Description This lesson introduces learners to health and well-being factors in commercial driving. ### Learning Activities • Presentation with voiceover • Animated scenarios and scenario-based questions • “Check Your Understanding” questions and activities ### Learning Outcomes 1. Understand the importance of driver medical/fitness requirements, distracted and impaired driving laws, and regulations. 2. Recognize the signs of poor mental health and know how to access mental health resources within and outside of work. 3. Be aware of the impact of lifestyle and dietary factors on fatigue, performance, physical fitness, and agility. 4. Understand ways to implement personal strategies to manage stress, combat fatigue, prevent workplace injuries, and maintain positive workplace relationships. 5. Know how to find support services and health care providers.	11B. Maintain physical and mental health and well-being.
## Lesson 3: Service Excellence ### Description This lesson introduces the factors that apply to professionally serving customers. ### Learning Activities • Presentation with voiceover • Animated scenarios and scenario-based questions • “Check Your Understanding” questions and activities ### Learning Outcomes 1. Understand the importance of excellent communication skills to effectively interact with customers and suppliers. 2. Recognize the significance of strong problem-solving abilities in addressing issues or challenges that may arise during transportation. 3. Acknowledge the importance of time management skills to meet customer and	13A. Effectively and professionally serve customers and suppliers.

Entry Program, Module 1— Employment in the Trucking industry	Competencies
supplier expectations. 4. Be aware of the need for adaptability to handle unexpected situations. 5. Recognize the value of a customer service mindset in providing a positive experience for customers and suppliers.	
## Lesson 4: Professional Image as a Driver ### Description This lesson outlines the personal standards necessary for professionalism. ### Learning Activities • Presentation with voiceover • Animated scenarios and scenario-based questions • “Check Your Understanding” questions and activities ### Learning Outcomes 1. Acknowledge the importance of adhering to workplace practices, procedures, and policies about corporate image. 2. Acknowledge the importance of keeping sensitive information about commercial driving operations confidential. 3. Know that personal appearance (including hygiene) and behaviour can affect an employer’s corporate image. 4. Practice honesty, respect, and integrity in workplace interactions with coworkers, supervisors, customers, suppliers, other motorists, regulatory officials, and the public.	13B. Demonstrate integrity and credibility and promote organizational brand.
## Lesson 5: Policy and Procedures Adhering to Procedures in Commercial Driving ### Description This lesson describes the importance of understanding and adhering to workplace policies and procedures. ### Learning Activities • Presentation with voiceover • Animated scenarios and scenario-based questions • “Check Your Understanding” questions and activities ### Learning Outcomes 1. Know how to access written workplace information such as guideline,	13C. Understand and adhere to workplace-specific policies and procedures.

Entry Program, Module 1— Employment in the Trucking industry	Competencies
procedure, and policy documents. 2. Know that expectations of worker performance are usually defined through workplace guidelines, procedures, and policies and related enforcement/disciplinary measures. 3. Know the importance and meaning of written company guidelines, procedures, policies, messages, bulletins, and other workplace communications, and understand how to comply with the content. 4. Know that workers must develop a clear understanding of workplace practices, procedures, and policies, and take steps to recognize and resolve situations in which their understanding is unclear.	

Module 2—Vehicle Components and Inspection

Module 2 in the Entry program introduces learners to the components and systems commonly found in a commercial vehicle. Through this module, learners will gain essential insights into the operational aspects of commercial vehicles. It includes content related to what those components and systems are, how to use them, and how to monitor and inspect them to ensure their safe usage while operating a commercial vehicle.

Objectives

1. Understand vehicle components and systems common in a commercial vehicle.
2. Understand basic utilization of vehicle components and systems.
3. Understand basic monitoring and inspection of vehicle components and systems.

Format

Nine self-led online lessons ranging from 15-60 minutes in length.

Assessment

The assessment for this module is a quiz that measures knowledge through a minimum of 10 questions. Learners have approximately 30-45 minutes to complete the quiz and a score of 80% is required to complete the module.

Entry Program, Module 2—Vehicle Components and Inspections	Competencies
Lesson 1: Components and Systems in Commercial Vehicles (Part 1) **Description** This lesson introduces the basic components and systems commonly found in commercial vehicles, including mirrors and seats. **Learning Activities** • Presentation with voiceover • Interactive 3D model of a tractor trailer, which learners can explore to learn about basic components and systems. • “Check Your Understanding” questions and activities **Learning Outcomes** 1. Understand the vehicle components and systems commonly found in a commercial vehicle. 2. Understand the types of specialized components and systems commonly found in commercial vehicles, such as emission control devices and hybrid drive systems. 3. Know how to access information regarding commercial vehicle components and systems	2C. Operate a range of commercial vehicle systems and features.
Lesson 2: Components and Systems in Commercial Vehicles (Part 2)	2D. Effectively

Entry Program, Module 2—Vehicle Components and Inspections	Competencies
Description This lesson expands on the types of components and systems found in commercial vehicles and how to operate them, including braking, suspension, and transmission systems. Learning Activities • Presentation with voiceover • 2D and 3D images to illustrate vehicle systems and components • “Check Your Understanding” questions and activities Learning Outcomes 1. Understand how to ensure proper visibility and safety by adjusting mirrors and seats, and scanning controls before driving, as well as warm-up procedures. 2. Know the importance of proper maintenance, including checking connections, fueling methods, and fluid levels.	understand and utilize vehicle instruments, equipment and systems.
Lesson 3: System Configurations Description This lesson outlines the configuration of components and systems in commercial vehicles and introduces the regulations that apply to them. Learning Activities • Presentation with voiceover • Illustrated/interactive maximum dimensions and weight limit charts • 2D and 3D images to illustrations to vehicle components • “Check Your Understanding” questions and activities Learning Outcomes 1. Know that regulations and permits apply to the allowable weights and dimensions of commercial vehicles. 2. Understand the theory behind adjusting the vehicle’s fifth wheel setting, axle position, or suspension system as necessary and according to workplace direction. 3. Know the differences between single, tandem, tridem, and other multi-axle configurations.	3C. Identify requirements by vehicle type, configuration and load considerations.

Entry Program, Module 2—Vehicle Components and Inspections	Competencies
Lesson 4: Air Brakes Description This lesson provides an overview of how air brakes are used in commercial driving. (Learners who have completed air brakes training will be exempt from this lesson.) Learning Activities • Presentation with voiceover • 2D systems animations • "Check Your Understanding" questions and activities Learning Outcomes 1. Understand the types of commercial vehicles that use air brakes. 2. Understand how air brakes are used, including how they affect the manoeuvrability of a commercial vehicle. 3. Understand the unique risks associated with air brakes.	2A. Operate air brake equipped vehicles
Lesson 5: Introduction to Licensing and Documentation Description This lesson introduces the types of licensing and vehicle documents that must be managed. Learning Activities • Presentation with voiceover • Interactions and activities to reinforce key concepts • "Check Your Understanding" questions and activities Learning Outcomes 1. Acknowledge the importance of confirming required vehicle and cargo documents are valid and correct. 2. Identify the purpose, importance, and proper condition of vehicle-related documents such as vehicle registration, insurance, program registry, fuel tax reporting, and permits. 3. Know that a driver's licence may require specific endorsements for certain types of commercial vehicles and operations, and that licensing standards and requirements vary across jurisdictions. 4. Understand how to confirm that every commercial vehicle being operated displays valid evidence that regulatory periodic inspections and workplace-specific inspections have been conducted. 5. Know that commercial vehicles may be restricted from operating on certain routes, or at certain times, due to their weight, size, or commodity, and that	6D. Comply with licensing and permitting regulations that apply to commercial drivers and vehicles.

Entry Program, Module 2—Vehicle Components and Inspections	Competencies
permits may be necessary.	
## Lesson 6: Inspections and Vehicle Maintenance ### Description This lesson introduces the types of inspections a driver is responsible to conduct. It introduces and describes vehicle maintenance and inspection programs, and explains how these programs are evaluated and enforced to meet safety and regulatory standards. ### Learning Activities 1. Presentation with voiceover 2. Interactions and activities to reinforce key concepts 3. “Check Your Understanding” questions and activities ### Learning Outcomes 4. Understand how to conduct daily inspections and identify each of the minor and major defects listed in *NSC Standard 13: Trip Inspections (Schedule 1—Truck, Tractor & Trailer)*. 5. Understand the importance of conducting required daily (trip) inspections using supplied forms and schedules, and what to do when a defect is identified. 6. Know how to complete and sign written or electronic daily inspection reports that declare the vehicle’s condition. 7. Know that regulations apply to the daily inspection of commercial vehicles. 8. Know how to use appropriate personal protective equipment during maintenance and inspection activities according to workplace practice, procedures, and policies. 9. Know the importance of enforcement and audit programs to ensure that inspection and maintenance is adequate, and that commercial drivers are responsible for the safe condition of each commercial vehicle they operate. 10. Know that every workplace must establish a maintenance and inspection program and keep a written record for periodically inspecting and maintaining vehicles. 11. Know that regulations apply to the mechanical condition of commercial vehicles. 12. Know how to conduct regular en route and post-trip vehicle inspections according to workplace practices, procedures, and policies 13. Know how to regularly check basic vehicle components such as drive belts, hoses, and tires, as required by regulations and according to workplace	7A. Complete a trip inspection including components and systems listed in provincial legislation. 7B. Monitor a commercial vehicle’s safe condition.

Entry Program, Module 2—Vehicle Components and Inspections	Competencies
practices, procedures, and policies. 14. Understand that Commercial Vehicle Safety Alliance (CVSA) roadside inspections may occur.	
## Lesson 7: Monitoring On-Road Performance ### Description This lesson describes how to identify vehicle defects and how to manage them. ### Learning Activities • Presentation with voiceover • Interactions and activities to reinforce key concepts • "Check Your Understanding" questions and activities ### Learning Outcomes • Know the sounds and other signs that a vehicle is operating in an abnormal manner. • Know how to report vehicle damage, defects, completed repairs, and any other condition that may require maintenance, correction, or review.	7C. Identify defective vehicle components and systems.
## Lesson 8: Using Technology ### Description This lesson provides an introduction on the kinds of technology a commercial driver is expected to use. ### Learning Activities • Presentation with voiceover • Interactions and activities to reinforce key concepts • "Check Your Understanding" questions and activities ### Learning Outcomes • Know how to complete basic data-entry, form-filling, and online search tasks. • Understand types and features of hours-of-service logging devices. • Understand how to use a calculator or computer when necessary. • Understand how to use a hand-held electronic or communication device only when and where permitted to avoid distracted driving.	14A. Demonstrate ability to use and troubleshoot digital technologies common to commercial driving.

- Understand how to use workplace-specific electronic tools such as communication, tracking and video event recording devices, and customer-specific data-entry devices.

Lesson 9: Coupling and Uncoupling Tractor-Trailers

5A. Couple and uncouple a tractor-trailer.

5B. Ensure proper connections of trailer configurations.

Description

This lesson describes the techniques of coupling and uncoupling tractor-trailers, including the importance of ensuring it is done properly. It also outlines how to ensure a trailer is properly secured to a commercial vehicle.

Learning Activities

- Presentation with voiceover
- Video that provides an overview of the coupling/uncoupling process
- 3D images and animations that demonstrate tips and best practices for coupling/uncoupling tractor trailers
- “Check Your Understanding” questions and activities

Learning Outcomes

1. Understand how to properly couple a trailer to a towing vehicle, confirming suitable and safe conditions of couplers, connections, and electrical systems.
2. Understand how to adjust and charge the trailer’s air suspension and brake system and maintain normal pressure levels and operation.
3. Understand how to perform safety checks and inspections, including examination of couplers, connectors, and lubricants for damage, defects, and proper lubrication, and overcoming challenges related to ground conditions, clearances, obstructions, and access.
4. Understand how to secure the trailer and prepare for driving by connecting electrical systems, safety chains or cables, engaging the coupler and latch, establishing the correct coupling height, and using suitable support material and wheel chocks according to company practices, procedures, and policies.
5. Understand how to ensure trailers are properly secured.
6. Understand how to safely uncouple the trailer following the required process based on the coupler type, visually confirming full locking of the lower coupler, and disconnecting air and electrical lines.

Module 3—Rules and Regulations

Module 3 in the Entry program introduces learners to the laws and regulations that govern the commercial driving industry. This includes laws and regulations relating to traffic procedures, hours-of-service requirements, and inspection stations/weigh scales. The module familiarizes learners with important regulations, ensuring they are thoroughly prepared to operate within the legal parameter of commercial driving, fostering compliance, safety and professionalism.

Objectives

1. Understand what legislation governs the commercial driving industry.
2. Understand the regulations governing hours-of-service requirements.
3. Understand the types of regulations that must be followed when driving.

Format

Five self-led online lessons that range from 15-60 minutes in length.

Assessment

The assessment for this module is a quiz that measures knowledge through a minimum of 10 questions. Learners have approximately 30-45 minutes to complete the test and a score of 80% is required to pass the module.

Entry Program, Module 3—Rules and Regulations	Competencies
Lesson 1: Governance of the Commercial driving industry **Description** This lesson provides an overview of the government-mandated standards and regulations relevant to commercial driving. **Learning Activities** • Presentation with voiceover • Interactions and activities to reinforce key concepts • “Check Your Understanding” questions and activities **Learning Outcomes** 1. Know that gaining and maintaining employment may involve security screening, background checks, performance reviews, and drug/alcohol testing. Workers must also understand and accept workplace standards and policies. 2. Understand that licensing generally requires medical clearance based on specific driver’s licence requirements, including physical assessments and fitness screenings. 3. Understand that government agencies maintain records of commercial motor carrier incidents and driver infractions. 4. Understand that government agencies maintain carrier profiles.	1A. Describe regulatory and legislative requirements of the commercial driving industry.

Entry Program, Module 3—Rules and Regulations	Competencies
5. Understand that legislation and regulations can vary across jurisdictions, and that drivers must be aware of and comply with the applicable rules. 6. Know that medical conditions, personal driving history, and certain medical conditions can affect the type of licence a driver can hold and their ability to drive commercial vehicles.	
## Lesson 2: Traffic Regulations ### Description This lesson describes the traffic laws and regulations commercial drivers must be aware of. ### Learning Activities • Presentation with voiceover • Activities to test learner's existing ability to read and understand road signage • "Check Your Understanding" questions and activities ### Learning Outcomes • Know how to read and understand road signage. • Understand the importance of being aware of the weight and height restrictions pertaining to your vehicle. • Know how and when to properly set up emergency warning devices such as triangle reflectors. • Know the location and proper use of truck emergency runaway lanes.	3B. Describe and follow traffic regulations.

Entry Program, Module 3—Rules and Regulations	Competencies
Lesson 3: Railway Crossings **Description** This lesson describes the procedures for operating around railway crossings and emphasizes the importance of taking significant care when doing so. **Learning Activities** • Presentation with voiceover • Interactions and activities to reinforce key concepts • "Check Your Understanding" questions and activities **Learning Outcomes** 1. Acknowledge the importance of taking extra care when crossing railway tracks and, before crossing, determining the space available for vehicles. Understand the importance of shifting gears only before or after crossing the railway tracks.	4L. Describe and follow procedures and regulations for railway crossings.
Lesson 4: Hours-of-Service Requirements **Description** This lesson introduces learners to regulations governing their hours of service, and how to proactively manage their hours, including managing fatigue. **Learning Activities** • Presentation with voiceover • Interactive comparison chart to highlight key difference between the provincial and federal hours-of-service requirements • Scenario-based "Check Your Understanding" questions and activities, utilizing images of completed logbooks to ensure comprehension **Learning Outcomes** 1. Understand provincial and federal regulations related to tracking duty status within each day, calculating available driving hours, and complying with regulations for on-duty and off-duty periods. 2. Know how to maintain complete and legible daily logs, either in written or electronic format, that comply with regulations and workplace practices. 3. Acknowledge the importance of adhering to restrictions on driving hours, including limits on consecutive driving hours, total on-duty hours, elapsed time since the work shift began, off-duty requirements, day vs. workshift	6A. Comply with hours-of-service regulations. 10A. Record information through notes, logs and other documentation.

Entry Program, Module 3—Rules and Regulations	Competencies
requirements and sleeper berth requirements. 4. Be aware of exceptions, such as splitting off-duty periods or driving beyond daily limits in adverse conditions and understand allowances for personal use of commercial vehicles within specific criteria. 5. Acknowledge the importance of retaining and submitting daily logs as required by regulations and workplace practices and be aware that logs may also be needed for tax and auditing purposes.	
## Lesson 5: Vehicle Inspections ### Description This lesson introduces learners to the procedures around inspection stations/weigh scales that they must be aware of. ### Learning Activities • Presentation with voiceover • Video that provides an overview of CVSA inspections • “Check Your Understanding” questions and activities ### Learning Outcomes 1. Know how to safely enter vehicle inspection stations/weigh scales, or pull off the roadway, when instructed by an officer or highway sign. 2. Be aware of Alberta’s Smart Roadside Inspection System (SRIS) and what to expect at scale facilities where the electronic management and enforcement system is in place. 3. Be aware of the requirements and procedures associated with the Drivewyze Alberta Bypass Service. 4. Be aware of what is involved with each level of CVSA inspection.	6E. Comply with inspection facility policies and procedures.

Module 4—Professional Driving Practices

Module 4 in the Entry program provides a holistic overview of professional driving practices that are required of a commercial driver. It is a wide-ranging module that covers topics such as controlling the vehicle itself, professional driving habits, communicating as a driver, and maneuvering a commercial vehicle.

Objectives

1. Understand how driving manoeuvres common to commercial vehicles are performed.
2. Understand how to proactively communicate and manage time while driving.
3. Understand how a commercial vehicle trip is planned.

Format

Ten self-led online lessons that range from 15-45 minutes in length.

Assessment

The assessment for this module is a test that measures knowledge through a minimum of 10 questions. Learners have approximately 30-45 minutes to complete the test and a score of 80% is required to pass the module.

Entry Program, Module 4—Professional Driving Practices	Competencies
Lesson 1: Distractions While Driving **Description** This lesson emphasizes the importance of situational awareness while driving and distraction mitigation strategies. **Learning Activities** • Presentation with voiceover • Video the demonstrates the consequences of distracted driving • Interactions and activities to reinforce key concepts • “Check Your Understanding” questions and activities **Learning Outcomes** 1. Understand the importance of maintaining situational awareness while driving. 2. Understand when it is appropriate to use an electronic device and when it is not.	2E. Prevent distractions while driving.

Lesson 2: Planning a Trip

Description

This lesson introduces learners to trip planning procedures, including how to access information related to doing so.

Learning Activities

- Presentation with voiceover
- Scenario-based learning: A central character progresses through the trip planning process, demonstrating the required knowledge, skills, and attitudes in a real-world context.
- “Check Your Understanding” questions and activities

Learning Outcomes

1. Know how to obtain reliable information about weather, road conditions, commercial vehicle routes, road construction, closures, clearances, restrictions, permits, and toll routes using technology and apps like 511.
2. Know how to plan each trip considering factors such as hours-of-service regulations, rest stops, fuel stops, hazard awareness, facilities, routes, weather conditions, service facilities, and departure/arrival times.
3. Acknowledge the importance of complying with specific requirements for toll routes, bridges, vehicle/load specifications, routing, and commodities.
4. Know how to continuously monitor anticipated weather and road conditions before and during each trip and adjust plans accordingly.
5. Know how to calculate driving start times, determine available driving hours to comply with hours-of-service regulations, plan suitable breaks to avoid fatigue, and prioritize rest to ensure safe driving.

3A. Plan a commercial vehicle trip, including reading maps and identifying safe routes with rest stops.

Lesson 3: Situational Awareness While Driving

Description

This lesson outlines strategies for maintaining situational awareness specifically while in the cab of a commercial vehicle.

Learning Activities

- Presentation with voiceover
- 2D illustrations to demonstrate (and test learners understanding of) the zones of awareness
- 2D animation to illustrate gate zones
- “Check Your Understanding” questions and activities

Learning Outcomes

4B. Maintain situational awareness and avoid distractions.

1. Acknowledge the importance of exiting the vehicle whenever necessary to inspect clearances and identify potential obstructions.
2. Know the visual cues and other signs of potentially hazardous traffic situations.
3. Acknowledge the importance of monitoring the movement and actions of other motorists while passing or being passed.
4. Acknowledge the importance of regularly and systematically scanning exterior conditions by looking ahead and using mirrors.
5. Acknowledge the importance of regularly and systematically scanning vehicle conditions by monitoring instruments and gauges.

Lesson 4: Controlling the Vehicle

Description

This lesson introduces drivers to the basic concepts of controlling a commercial vehicle.

Learning Activities

- Presentation with voiceover
- 2D and 3D illustrations to illustrate key concepts
- 2D animation to illustrate special considerations for U-turns, as well as the process for completing a U-turn
- “Check Your Understanding” questions and activities

Learning Outcomes

1. Understand how to anticipate conditions that affect vehicle speed control and adjust driving techniques accordingly to maintain control.
2. Acknowledge the importance of being considerate and patient during turns, carefully monitoring pedestrians, cyclists, and nearby vehicles.
3. Acknowledge the importance of only completing U-turns where legally permitted, assessing hazards, and complying with company practices, procedures, and policies.
4. Know how speed, weight, vehicle specifications, types of brakes and downhill grades affect braking.
5. Understand how to maintain a consistent vehicle position, use proper hand positioning on the steering wheel, operate only in safe road conditions, and avoid unnecessary hazards.

4C. Control vehicle direction, motion, speed, and space around the vehicle.

Lesson 5: Communication Using Technology

10C. Communicate using technologies common to commercial driving.

Description

This lesson outlines the means of communication common to the commercial driving industry and how to use them effectively.

Learning Activities

- Presentation with voiceover
- Scenario-based learning: A central character progresses through the trip planning process, demonstrating the required knowledge, skills, and attitudes in a real-world context.
- “Check Your Understanding” questions and activities based on the scenario that runs throughout the lesson

Learning Outcomes

1. Acknowledge the importance of adopting and consistently following standard workplace protocols when using written or digital communication and recording systems, devices, and documents, as well as other new technology.

Lesson 6: Proactive Problem Solving

11A. Demonstrate foresight and problem-solving skills.

Description

This lesson introduces learners to the importance of adaptability and forward-looking problem solving.

Learning Activities

- Presentation with voiceover
- Interactions and activities to reinforce key concepts
- “Check Your Understanding” questions and activities

Learning Outcomes

1. Understand how to adjust trip plans or work plans when encountering unanticipated changes.
2. Know how to identify and prepare for common problems and challenges, such as packing cold weather attire and equipment when necessary.

Lesson 7: Managing Time Effectively

Description

This lesson emphasizes the importance of proactively managing delays and stressors, and managing changes to deadlines that may come as a result.

Learning Activities

- Presentation with voiceover
- Interactions and activities to reinforce key concepts
- “Check Your Understanding” questions and activities

Learning Outcomes

- Know how to anticipate unexpected delays or challenges and communicate in an effective and timely way with customers.
- Understand how to navigate common delays such as loading and unloading times.
- Know how to calculate trip durations to determine arrival times and plan departure times.
- Understand how to identify and manage stressors, employer demands/pressure, feeling unfit to drive, etc.

3A. Plan a commercial vehicle trip, including reading maps and identifying safe routes with rest stops.

11D. Manage time to meet deadlines.

Lesson 8: Defensive Driving

Description

This lesson provides an overview of defensive driving techniques relating to potential distractions and other hazards that may be encountered while driving.

Learning Activities

- Presentation with voiceover
- Interactions and activities to reinforce key concepts
- “Check Your Understanding” questions and activities

Learning Outcomes

1. Know how to recognize and avoid sources of distraction.
2. Acknowledge the importance of watching for wildlife or livestock that can enter the space around a vehicle, particularly on routes known for collisions involving animals.
3. Know the duty to proactively protect other road users from harm.
4. Understand the need for awareness of what other road users are doing (e.g.,

4A. Apply defensive driving techniques

blind spots, approaching during a wide turn).	
## Lesson 9: Load Configurations ### Description This lesson describes the variables of driving with empty, partial, and full loads, including their effects on a commercial vehicle's driving characteristics. ### Learning Activities • Presentation with voiceover • Interactions and activities to reinforce key concepts • "Check Your Understanding" questions and activities ### Learning Outcomes 1. Understand the effects of different loads on driving conditions.	4F. Adjust driving for empty, partial, and full loads.
## Lesson 10: Backing, Docking and Parking ### Description This lesson introduces a driver to the concept of backing, docking and parking manoeuvres in a commercial vehicle. ### Learning Activities • Presentation with voiceover • 3D animations to demonstrate the step-by-step procedure for executing the backing, docking, and parking manoeuvres identified in the lesson • "Check Your Understanding" questions and activities ### Learning Outcomes • Know how to check the space for manoeuvering, understand the vehicle's position, and open cargo doors if necessary. • Understand the necessity of opening windows, silencing entertainment and communication systems, using warning flashers to improve vehicle visibility, checking that mirrors are properly set up, and briefly sounding the horn to warn nearby people whenever backing. • Know how to plan ahead to ensure backing is done in the safest manner and with the greatest visibility.	5D. Perform backing, docking and parking manoeuvres.

Module 5—Cargo Securement

Module 5 in the Entry program includes content related to safely securing cargo while operating a commercial vehicle, as well as how to manage potential losses of cargo. This includes procedures to ensure cargo is safely secured, properly loaded and distributed to remain within allowable axle weights and gross vehicle weight, thoroughly inspected. It also introduces procedures drivers need to follow in the event of a cargo loss.

Objectives

1. Understand how to effectively inspect and secure cargo.
2. Understand the kinds of calculations and estimates a commercial driver is responsible for.
3. Understand the types of regulations and policies that govern cargo.

Format

Four self-led online lessons that range from 15-45 minutes in length.

Assessment

The assessment for this module is a test that measures knowledge through a minimum of 10 questions. Learners have approximately 30-45 minutes to complete the test and a score of 80% is required to pass the module.

Entry Program, Module 5—Cargo Securement	Competencies
Lesson 1: Securing Cargo **Description** This lesson describes the techniques for properly securing cargo, as well as the regulations for doing so. **Learning Activities** • Presentation with voiceover • Activities and scenario-based questions that provide opportunities for learners to calculate WLL and the number of tiedowns required for different loads • “Check Your Understanding” questions and activities **Learning Outcomes** 1. Understand how to properly secure and arrange cargo, using blocking, bracing, or friction mats when necessary, to prevent movement in all directions. 2. Acknowledge the importance of inspecting and maintaining cargo security by regularly checking and adjusting the cargo securement before and during a trip. 3. Follow specific cargo securing practices, procedures, and policies to comply with regulatory requirements for different commodities. 4. Know how to use appropriate securing devices, such as cargo tiedowns with	8A. Secure cargo safely according to load and weather conditions.

Entry Program, Module 5—Cargo Securement	Competencies
appropriate working load limit, and follow manufacturer instructions. 5. Understand the need to comply with regulations and secure all cargo according to requirements to prevent falling off the vehicle or negatively affecting stability and manoeuvrability. 6. Know that any cargo securing method or device must be the proper type for specific cargo size, shape and weight, and must be properly used, strong enough, and in good condition.	
## Lesson 2: Vehicle Weights and Dimensions ### Description This lesson describes the responsibility drivers have to perform calculations related to axle weights, and actual and allowable cargo weight. It also reviews steps drivers may need to take to confirm vehicle dimensions in order to ensure compliance with legal requirements and safe operation. ### Learning Activities 1. Presentation with voiceover 2. Video demonstrations that illustrate how the Government of Alberta's weight calculator works 3. Activities that provide opportunities to practice using the Government of Alberta's weight calculator 4. "Check Your Understanding" questions and activities ### Learning Outcomes 1. Know how to access information and reference tables such as those related to vehicle weights and dimensions. 2. Know how to calculate actual and allowable axle weights. 3. Know how to calculate and record cargo weight when necessary.	12C. Perform estimates and calculations related to cargo loads.

Entry Program, Module 5—Cargo Securement	Competencies
## Lesson 3: Calculations for Vehicle Operation ### Description This lesson describes how to calculate route and trip distances, estimate the fuel required for a trip, determine how far a vehicle can travel based on available fuel. It also explains how to convert between imperial and metric units for accurate planning and operations, and introduces formulas for common conversions, ### Learning Activities • Presentation with voiceover • Scenario-based learning: A central character progresses through a trip and needs to perform a series of calculations/conversions in order to successfully deliver their load • “Check Your Understanding” questions and activities ### Learning Outcome • Know how to calculate route and trip distances. • Know how to complete all calculations to determine current compliance with hours-of-service regulations and determine the remaining hours that are available to work. • Know how to estimate fuel consumption rates and estimate how far a vehicle can travel on a particular quantity of fuel. • Know how to convert between imperial and metric measurements.	12A. Perform calculations related to vehicle operation. 12B. Convert units of measurement.

Entry Program, Module 5—Cargo Securement	Competencies
## Lesson 4: Cargo Security Compliance ### Description This lesson describes the importance of following workplace safety practices at shipping and receiving locations and in restricted areas. It explores the importance of adhering to safety regulations for cargo and equipment securement, as well as managing dangerous goods safely while on a trip. ### Learning Activities • Presentation with voiceover from driving instructor • Scenarios related to cargo securement and related types of procedures ### Learning Outcomes 1. Acknowledge the importance of confirming that cargo and all vehicle-related equipment are properly distributed, secured, and covered if necessary. 2. Acknowledge the importance of following all workplace, shipper and receiver practices, procedures and policies that involve issues such as parking locations and methods, facility security, securing and accessing vehicles and securing valuables including cash etc. 3. Acknowledge the importance of following required practices, procedures and policies when accessing workplace, shipper and customer facilities, and restricted areas. 4. Acknowledge the importance of following workplace requirements for cargo handling and use of specialized equipment. 5. Understand how to properly manage dangerous goods on a trip.	8B. Comply with facility securement and security requirements. 15F. Identify and handle dangerous goods as prescribed by law, as required.

Module 6—Documents and Paperwork

Module 6 in the Entry program introduces learners to the documents and paperwork commonly found in the commercial driving industry. This includes logs in commercial vehicles, bills of lading, hazard identification documents, and other documents commonly required in workplaces. Module 6 familiarizes learners with key document, ensuring they are well-prepared to manage the administrative aspects of their careers.

Objectives

1. Understand how to record and track information.
2. Understand the types of documents and paperwork a commercial driver is responsible for.
3. Understand how to communicate clearly and effectively.

Format

Five self-led online lessons that range from 15 minutes to 60 minutes in length.

Assessment

The assessment for this module is a test that measures knowledge through a minimum of 10 questions. Learners have approximately 30-45 minutes to complete the test and a score of 80% is required to pass the module.

Entry Program, Module 6—Documents and Paperwork	Competencies
Lesson 1: Daily Logs **Description** This lesson outlines how to complete logs according to provincial regulations, maintain clear and accurate records on paper logs, and understand federal requirements for paper and electronic logging. **Learning Activities** • Presentation with voiceover • Animations that illustrate how daily logs are complete • Scenario-based activities to reinforce key concepts • “Check Your Understanding” questions and activities **Learning Outcomes** 1. Know how to accurately track paper logs. 2. Understand what requirements apply to all documents, regardless of whether they are paper or electronic. 3. Know how to legibly complete daily logs, records of duty status and/or cycle tracking records for hours-of-service regulation compliance. 4. Understand that electronic devices are mandatory for monitoring, recording, and reporting the work activities of commercial transport operators operating federally.	6B. Maintain logs in commercial vehicles.

Entry Program, Module 6—Documents and Paperwork	Competencies
## Lesson 2: Workplace Documentation ### Description This lesson describes what a driver must know about common workplace documentation found in the commercial driving industry. ### Learning Activities • Presentation with voiceover • Interactions and activities to reinforce key concepts • “Check Your Understanding” questions and activities ### Learning Outcomes 1. Know the meaning of messages and symbols on cargo packaging and cargo documents such as waybills, packing lists, delivery documents, instructions, workplace hazard information, etc. 2. Acknowledge the importance of legibly completing all workplace forms needed to establish and sustain employment. 3. Know how to seek clarification and assistance when they do not fully understand a written workplace document. 4. Know how to compose and deliver written information and messages relating to workplace activities.	6C. Administer needed workplace documentation.
## Lesson 3: Hazard Identification Documentation ### Description This lesson covers job task analyses and workplace hazard assessments, aiming to provide drivers with an understanding of documentation related to hazards in the commercial driving industry. ### Learning Activities • Presentation with voiceover • Sample job task analyses and workplace hazard assessment documents • “Check Your Understanding” questions and activities ### Learning Outcomes 1. Know the importance and meaning of job task analyses and workplace hazard assessments.	6F. Describe requirements for completing hazard identification documentation.

Entry Program, Module 6—Documents and Paperwork	Competencies
Lesson 4: Recording Information for Fuel Tax Reporting Description This lesson describes the basics of the International Fuel Tax Agreement (IFTA) and the driver's role in ensuring proper fuel tax reporting for their carrier. Learning Activities • Presentation with voiceover • Sample IFTA reporting forms • "Check Your Understanding" questions and activities Learning Outcomes • Understand when and how to accurately record written information required for IFTA reporting, using professional standards and practices.	10A. Record information through notes, logs, and other documentation. 12A: Perform calculations related to vehicle operation.
Lesson 5: Cargo Documentation Description This lesson describes how drivers must manage legally mandated cargo documentation. Learning Activities • Presentation with voiceover • Interactions and activities to reinforce key concepts • "Check Your Understanding" questions and activities Learning Outcomes 1. Acknowledge the importance of carefully tracking cargo and related documents during each trip, identifying discrepancies between cargo documents and the cargo being transported. 2. Understand how to confirm that cargo matches related documents—and identify any areas requiring clarification, changes, adjustment, or planning. 3. Acknowledge the importance of legibly recording information to track and manage cargo related documents such as waybills.	13D. Work with legal documents (bills of lading).

Module 7—Handling Incidents

Module 7 in the Entry program introduces learners to their responsibilities surrounding the safe handling of incidents they may encounter. This includes incident management while in operation of a vehicle, what to report after an incident and how, as well as an overview of the types of incidents that can occur in the commercial driving industry.

Objectives

1. Understand how a commercial driver should respond to and manage incidents.
2. Understand the policies and procedures that govern incident responses.
3. Understand the types of incidents a driver may encounter.

Format

Seven self-led online lessons ranging from 15-45 minutes.

Assessment

The assessment for this module is a test that measures knowledge through a minimum of 10 questions. Learners have approximately 30-45 minutes to complete the test and a score of 80% is required to pass the module.

Entry Program, Module 7—Handling Incidents	Competencies
Lesson 1: Incident Response **Description** This lesson provides an overview of how to manage incidents in a safe and professional manner. **Learning Activities** • Presentation with voiceover • Animated scenario that demonstrates how to report an incident to dispatch • “Check Your Understanding” questions and activities **Learning Outcomes** 1. Understand regulations and workplace practices, procedures, and policies relating to incident management and reporting. 2. Know how to handle collisions, close calls, injuries, or other similar incidents in any emergency according to workplace practices, procedures, and policies, and when speaking to police, media, other motorists, and the public. 3. Know that drivers must contact emergency services as soon as it appears necessary for oneself, a fellow worker, motorist, or any member of the public. 4. Know the importance of carrying necessary first aid supplies and understand personal limitations in administering first aid.	9A. Respond to minor incidents in a professional manner. 9B. Manage collisions safely and professionally.

Entry Program, Module 7—Handling Incidents	Competencies
## Lesson 2: Manage a Vehicle Breakdown ### Description This lesson describes how to safely manoeuvre and manage a vehicle when a mechanical breakdown occurs. ### Learning Activities • Presentation with voiceover • Animated scenarios that illustrate key concepts • “Check Your Understanding” questions and activities ### Learning Outcomes 1. Know how to manoeuvre a vehicle in case of a mechanical breakdown. 2. Understand common workplace policies pertaining to vehicle towing, recovery and repair.	9C. Manoeuvre a vehicle in case of a mechanical breakdown.
## Lesson 3: Respond to a Fire ### Description This lesson outlines how to manage incidents that involve a fire. ### Learning Activities • Presentation with voiceover • Animated scenarios that illustrate key concepts • “Check Your Understanding” questions and activities ### Learning Outcomes • Understand how to manage a fire safely and effectively.	9D. Respond in case of a fire.
## Lesson 4: Respond to Incidents Involving Dangerous Goods ### Description This lesson describes the nuances of managing incidents that involve dangerous and/or hazardous goods and their impact on the environment. ### Learning Activities • Presentation with voiceover • Animated scenarios that illustrate key concepts • “Check Your Understanding” questions and activities ### Learning Outcomes	9E. Respond to incidents involving dangerous goods or environmental spills.

Entry Program, Module 7—Handling Incidents	Competencies
• Understand how to safely respond to incidents involving dangerous goods or environmental spills.	
## Lesson 5: Incident Reporting ### Description This lesson outlines how incidents are to be reported, both in the workplace and to regulatory bodies as required. ### Learning Activities • Presentation with voiceover • Animated scenarios that illustrate key concepts • “Check Your Understanding” questions and activities ### Learning Outcomes • Understand workplace policies and procedures relating to incident response.	9F. Comply with regulatory and workplace incident response and reporting requirements.
## Lesson 6: Using Emergency Equipment ### Description This lesson provides an overview of how to use emergency equipment commonly found in a commercial vehicle. ### Learning Activities • Presentation with voiceover • Animated scenarios that illustrate key concepts • “Check Your Understanding” questions and activities ### Learning Outcomes 1. Know how to carry, secure, store, and use, or operate required emergency equipment. 2. Know how to operate basic emergency equipment such as a fire extinguisher, safety warnings (triangles, flares), spill kits, etc.	9G. Effectively utilize emergency equipment.

Lesson 7: Managing Cargo Loss

Description

This lesson describes how incidents that involve a loss of cargo are to be managed and reported.

Learning Activities

- Presentation with voiceover
- Animated scenarios that illustrate key concepts
- “Check Your Understanding” questions and activities

Learning Outcomes

- Know how to respond to incidents involving loss of cargo.
- Understand policies and procedures related to cargo loss.

9H. Respond to incidents involving loss of cargo.

Module 8—Workplace Behaviour and Rights

Module 8 in the Entry program introduces learners to essential topics for creating a positive and safe work environment. Key topics addressed include working in a team, inclusive behaviour, managing conflict, workplace hazard regulations, driver health and safety, and employee rights.

Objectives

1. Understand how to operate professionally as part of a team.
2. Understand the personal health and safety factors a commercial driver must manage.
3. Understand the regulations that govern a commercial driver's health and safety, and the rights afforded to them.

Format

Six self-led online lessons ranging from 20-60 minutes in length.

Assessment

The assessment for this module is a test that measures knowledge through a minimum of 10 questions. Learners have approximately 30-45 minutes to complete the test and a score of 80% is required to pass the module.

Entry Program, Module 8—Workplace Behaviour and Rights	Competencies
Lesson 1: Working in a Team This lesson emphasizes the importance of working together as a team in the commercial driving industry. **Learning Activities** • Presentation with voiceover • Interactions and activities to reinforce key concepts • Animated scenarios and scenario-based questions • "Check Your Understanding" questions and activities **Learning Outcome** 1. Know that teamwork in the workplace supports the success of the employer and workers.	11E. Work as part of a team and support colleagues.

Entry Program, Module 8—Workplace Behaviour and Rights	Competencies
## Lesson 2: Inclusive Behaviour ### Description This lesson introduces diversity, equity, and inclusion (DEI), and explains how these concepts relate to workplace safety for drivers. It explores inclusive communication, cultural sensitivity, and avoidable actions and behaviours that can lead to workplace conflict. Additionally, it introduces practical steps for addressing negative behaviours to create a respectful and supportive work environment. ### Learning Activities • Presentation with voiceover • Interactions and activities to reinforce key concepts • Animated scenarios and scenario-based questions • “Check Your Understanding” questions and activities ### Learning Outcomes 1. Know that actions and statements can be misinterpreted and even considered offensive by individuals who have different cultural experiences, beliefs, or backgrounds. 2. Know that employers and workers must be sensitive to cultural diversity and realize that cultural differences require a gentle and careful reaction when encountering any misunderstanding. 3. Know the types of avoidable actions, behaviours, or attitudes that can cause workplace conflict including: disrespect, disagreement, discrimination, harassment, racism, intolerance, being judgmental, being violent, being overbearing, showing favouritism, making ignorant statements, etc.	11F. Demonstrate inclusive behaviour with colleagues and customers.
## Lesson 3: Managing Conflict ### Description This lesson provides an overview of conflict management and mitigation strategies both in the workplace and with customers. ### Learning Activities • Presentation with voiceover from driving instructor • Video with a scenario related to managing workplace conflict • Engagement question on rights and responsibilities ### Learning Outcomes 1. Know the strategies for avoiding conflict before it begins.	10D. Demonstrate ability to address conflict in the workplace and with customers.

Entry Program, Module 8—Workplace Behaviour and Rights	Competencies
2. Know that regulations require employers and workers to provide a workplace in which everyone feels secure and free of unnecessary conflict. 3. Know how to receive and convey negative messages and/or complaints in a polite and professional manner and use methods to de-escalate difficult or hostile situations. 4. Know how to use techniques for effectively approaching supervisors to help resolve workplace difficulties and follow a process if the difficulties are not resolved.	
## Lesson 4: Workplace Hazard Regulations ### Description This lesson emphasizes the importance of complying with workplace hazard policies and procedures, and the types that are commonly found in the commercial driving industry. ### Learning Activities • Presentation with voiceover • Interactions and activities to reinforce key concepts • “Check Your Understanding” questions and activities ### Learning Outcomes 1. Understand that employers and workers must comply with government regulations and standards that apply to occupational health and safety, employment, transportation, and business operations. 2. Know the role and importance of workplace practices, procedures, and policies which are used to manage hazards and risks. 3. Know workplace hazards and risks and recognize that such hazards and risks can change. 4. Know how to locate and understand workplace practices, procedures, and policies which are used to manage hazards and risks.	15A. Understand workplace safety legislation and reporting requirements.
## Lesson 5: Health and Safety Procedures ### Description This lesson outlines the importance of being familiar with workplace health and safety procedures, and the type that are commonly found in the commercial driving industry. ### Learning Activities	15B. Read and interpret health and safety warnings and procedures.

Entry Program, Module 8—Workplace Behaviour and Rights	Competencies
• Presentation with voiceover from driving instructor • Video with scenarios related to health and safety in commercial driving Learning Outcome 1. Know how to find and interpret workplace-specific health and safety procedures. 2. Understand when and how to use personal protective equipment (PPE).	
## Lesson 6: Employee Rights Description This lesson emphasizes that drivers have a right to refuse unsafe work whenever they feel they are encountering it, as well as how to exercise that right. Learning Activities • Presentation with voiceover from driving instructor • Engagement quiz on identifying and professionally addressing unsafe work Learning Outcomes 1. Understand that all employees have the right to refuse unsafe work, and how to exercise that right. 2. Understand the types of situations that may constitute unsafe work a driver can refuse including driving a defective vehicle, driving when over their hours, and driving when they judge their fitness to be impaired.	15C. Understand that all employees have the right to refuse unsafe work.

Core Learning Program

Upon successful completion of the Entry program, learners are eligible to proceed to the Core Learning program. This program consists of 67 hours of rigorous new driver training, in addition to 8 hours of air brakes training, delivered through a combination of in-cab, in-yard, and classroom instruction. It equips new drivers with the practical skills necessary to drive a commercial vehicle, while deepening the foundational knowledge introduced in the Entry program. Time “in-cab” refers exclusively to periods when the learner is driving. **Time spent observing other drivers does not qualify as driving time.** Drivers with a Class 1 licence (Farm Restricted) and 12 months of experience are eligible to enter the learning pathway by beginning the Competence Building program. The Core Learning program will be administered by driving schools across the province with oversight from Alberta Transportation and Economic Corridors.

Upon completion of the Core Learning program, learners are eligible to take the Class 1 road test. Successful candidates will receive their Class 1 operator’s licence with provincial restriction. They may then choose to begin their careers as a Class 1 commercial driver within Alberta or continue with the Competence Building program to work toward their driver’s licence with no provincial restriction.

As with the Entry program, the Core Learning program comprises learning outcomes from the eight modules of the Class 1 driver learning pathway:

- **Module 1**—Employment in the Commercial Driving Industry
- **Module 2**—Vehicle Components and Inspection
- **Module 3**—Rules and Regulations
- **Module 4**—Professional Driving Practices
- **Module 5**—Cargo Securement and Loss Prevention
- **Module 6**—Documents and Paperwork
- **Module 7**—Handling Incidents
- **Module 8**—Taking Care of Ourselves

Assessment

The final assessment for the Core Learning program takes place in the form of the Class 1 road test (and the knowledge test if learners have not yet passed it), which entitles learners to a Class 1 operator’s licence with provincial restriction. The Class 1 road test is administered by the Government of Alberta by a certified driving examiner. The driver is eligible to take the road test after having completed Core Learning; the instructor uses the LMS to automatically update the driver’s record indicating completion.

Knowledge test: Knowledge-based competencies are assessed through a 30-question multiple-choice written examination. Learners can challenge the knowledge test at any point during or following completion of the Core Learning program.

Road test: Competencies in a commercial vehicle are assessed under the existing Driver Examination Checklist. Points are given for each mistake. Drivers must accumulate no more than 50 points in order to pass the driving test. Drivers cannot fail any skill listed in the checklist.

Module 1—Employment in the Commercial Driving Industry

Module 1 in the Core Learning program advances concepts taught in the Entry program, specifically pertaining to communication and mental/physical well-being factors common in the commercial driving industry. The module is taught entirely in-yard, providing learners with practical, hands-on experience of how these factors come into play in and around the vehicle.

Objectives

1. Understand how to communicate professionally with various people who may be encountered.
2. Recognize and know how to manage a lack of personal fitness to drive.
3. Know how to implement personal fitness strategies as a commercial driver.

Format

- 30 minutes in-yard learning
- Q&A or practical application with supervision by a driving instructor as verification of learning

Core Learning Program, Module 1—Employment in the Commercial Driving Industry	Competencies
Lesson 1: Communicating in the Yard **Description** This lesson outlines how to communicate effectively while operating in a commercial driving yard. **Learning Activities** • In-yard familiarization with driving instructor around the yard, outlining common situations where communication is required and the norms of doing so **Learning Outcomes** 1. Speak clearly and professionally with co-workers and clients. 2. Act professionally during all interactions with enforcement officials and follow instructions and regulations as applicable. 3. Communicate in a professional manner whether it be verbally, in writing, through body language, or through technology. 4. Receive, understand, and follow written and verbal instructions from supervisors, dispatchers, and other workplace staff. 5. Seek clarification whenever there is uncertainty about instructions, expectations, procedures, or policies.	10B. Communicate clearly in various situations with teammates, supervisor, customers, suppliers, enforcement officials and the general public. 5C. Identify in-yard operational procedures.

Core Learning Program, Module 1—Employment in the Commercial Driving Industry	Competencies
## Lesson 2: Health and Wellbeing in a Commercial Vehicle ### Description This lesson describes the mental and physical well-being factors drivers should be aware of when operating in and around a commercial vehicle. ### Learning Activities • In-yard familiarization with driving instructor outlining how to safely enter and exit the vehicle. • Overview of how physical health and fitness factors can affect a driver's ability to manoeuvre in and around the vehicle • Overview of importance of personal protective equipment (PPE). ### Learning Outcomes 1. Acknowledge the importance of driver medical/fitness requirements, distracted and impaired driving laws, and regulations. 2. Recognize the signs of poor mental health and know how to access mental health resources within and outside of work. 3. Be aware of the impact of lifestyle and dietary factors on fatigue, performance, physical fitness, and agility. 4. Implement personal strategies to manage stress, combat fatigue, prevent workplace injuries, and maintain positive workplace relationships.	11B. Maintain physical and mental health and well-being.

Module 2—Vehicle Components and Inspection

Module 2 in the Core Learning program advances concepts taught in the same module in the Entry program, allowing learners to take the knowledge gained and apply it in a practical setting, both in-yard and in-cab. It is intended to provide a fulsome understanding and ability to use vehicle components and systems, as well as the ability to perform inspections and comply with licensing and permitting regulations in-cab.

Objectives

1. Be able to perform a vehicle inspection.
2. Be able to operate vehicle components and systems.
3. Be familiar with permitting and licensing requirements in the vehicle.

Format

- 30 minutes classroom learning
- 2 hours in-yard learning
- 3 hours in-cab learning
- Q&A or practical application with supervision by a driving instructor as verification of learning
- Note: An 8-hour air brakes training course is also required if not already completed.

Core Learning Program, Module 2—Vehicle Components and Inspection	Competencies
Lesson 1: Starting a Commercial Vehicle **Description** This lesson introduces learners to the cab of a commercial vehicle and covers warm-up and cool-down procedures. **Learning Activities** • In-yard familiarization (with a driving instructor) of vehicle instruments and gauges, and what they indicate relative to the vehicle's operation. • In-cab familiarization with proper engine warm-up and cool-down procedures. • Overview of the usage of vehicle instruments and gauges. **Learning Outcome** 1. Understand and be able to perform engine warm-up and cool-down procedures that are appropriate for conditions, aligned with manufacturer recommendations, and in accordance with workplace practice, procedures, and policies.	2C. Operate a range of commercial vehicle systems and features.

Lesson 2: Practical Knowledge of Vehicle Components and Systems

Description

This lesson introduces learners to practical usage of common vehicle components and systems.

Learning Activities

- In-yard and in-cab familiarization (with a driving instructor) during which the driver adjust mirrors, seats, and controls.
- Identification of exterior components such as brakes, suspension and transmission systems in and around the vehicle.

Learning Outcomes

- Ensure proper visibility and safety by adjusting mirrors, seats, and scanning controls before driving.
- Understand the functions of various vehicle components and systems commonly found in commercial vehicles, such as brakes, suspension, and transmission.
- Understand trailer coupling devices and their operation.
- Know how to refuel and check connections and fluid levels.
- Understand the types of specialized components and systems commonly found in commercial vehicles, such as emission control devices and hybrid drive systems.

2D. Effectively understand and utilize vehicle instruments, equipment and systems.

2B. Install and remove tire chains

Lesson 3: System Configurations

Description

This lesson introduces learners to practical verification of vehicle requirements.

Learning Activities

- In-class lesson with a driving instructor describing the regulations that govern weight and dimensions of vehicles
- In-yard familiarization with a driving instructor, outlining where and how to verify the position of common vehicle components and their configurations

Learning Outcomes

- Adjust the vehicle’s axle position, or suspension system as necessary and according to workplace direction.
- Know the differences between single, tandem, tridem, and other multi-axle configurations.
- Know that regulations apply to the allowable weights and dimensions of commercial vehicles.

3C. Identify requirements by vehicle type, configuration and load considerations.

Lesson 4: On-Road Licensing and Permitting

Description
This lesson introduces learners to managing licensing and permitting considerations.

Learning Activities
- In-cab familiarization with a driving instructor, outlining where and how to verify required in-cab documentation pertaining to licences and vehicle permits

Learning Outcomes
1. Confirm all required vehicle and cargo documents are valid and correct, including permit books, vehicle registration, insurance, bills of lading, etc.
2. Ensure every commercial vehicle being operated displays valid proof of regulatory periodic inspections and workplace-specific inspections.
3. Identify the purpose, importance, and proper condition of vehicle-related documents such as vehicle registration, insurance, program registry, fuel tax reporting, and permits.
4. Know that a driver's licence may require specific endorsements for certain types of commercial vehicles and operations, and that licensing standards and requirements vary across jurisdictions.
5. Know that commercial vehicles may be restricted from operating on certain routes or at certain times due to their weight, licence, size, or commodity.

6D. Comply with licensing and permitting regulations that apply to commercial drivers and vehicles.

Lesson 5: Completing a Trip Inspection

Description
This lesson outlines how to complete a trip inspection as well as an understanding of regulatory requirements.

Learning Activities
- In-yard familiarization with a driving instructor describing how to perform a trip inspection, including an overview of what minor and major defects may look like
- Full simulated trip inspection by driver, with confirmation that driver knows how to report an inspection has been completed. The simulation should include simulated defects.

Learning Outcomes
1. Identify and understand the difference between major and minor defects in *NSC Standard 13: Trip Inspection* schedules.
2. Complete a daily trip inspection using either supplied forms or electronic reporting devices, such as a tablet.

7A. Complete a trip inspection, including components and systems listed in provincial legislation.

Lesson 6: Preventive Maintenance Factors

Description

This lesson outlines the factors drivers must be aware of to conduct inspections of vehicle components and ensure proper maintenance has been conducted.

Learning Activities

- In-yard familiarization with driving instructor, outlining:
    - How to locate and read a CVIP sticker and confirm a vehicle has had its legally required inspections.
    - How to confirm a vehicle has been serviced in accordance with a preventive maintenance plan.

Learning Outcomes

1. Know that every commercial vehicle must meet prescribed performance standards while operating on a highway.
2. Know that every workplace must establish a system, and keep a written record, for periodically inspecting and maintaining vehicles.
3. Know that regulations apply to the mechanical condition of commercial vehicles.

7A. Complete a trip inspection, including components and systems listed in provincial legislation.

Lesson 7: Monitoring on a Trip

Description

This lesson describes the safety monitoring factors a driver must consider while operating a vehicle during a trip.

Learning Activities

- In-cab familiarization with a driving instructor, outlining the factors a driver should be monitoring during a trip to ensure their vehicle is in a safe working condition
- In-yard familiarization with a driving instructor, outlining how to check hoses, drive belts, and other components of a vehicle that may become defective during a trip

Learning Outcomes

1. Conduct regular enroute and post-trip vehicle inspections according to workplace practice, procedures, and policies.
2. Acknowledge the importance of enforcement and audit programs to ensure that inspection and maintenance is adequate.
3. Know they are responsible for the commercial vehicle's safe condition.
4. Regularly check basic vehicle components, such as drive belts, hoses, tires, etc. and understand how to tell when they are defective.
5. Regularly check vehicle(s) as required by regulations and according to

7B. Monitor a commercial vehicle's safe condition.

7C. Identify defective vehicle components and systems.

7E. Use basic hand tools

workplace practices, procedures, and policies and know how to report defects.	

Module 3—Rules and Regulations

Module 3 in the Core Learning program imparts practical experience related to the concepts taught in the entry program. It allows learners to gain experience following traffic and other road regulations while behind the wheel, including how to operate at an inspection station/weigh scale and keep track of their hours of service.

Objectives

1. Be familiar with traffic regulations while behind the wheel of a commercial vehicle.
2. Know how to operate in and around an inspection station/weigh scale in a commercial vehicle.
3. Know how to track, manage and record hours of service while operating a commercial vehicle.

Format

- 2 hours classroom learning
- 5 hours in-cab learning
- Q&A or practical application with supervision by a driving instructor as verification of learning

Core Learning Program, Module 3—Rules and Regulations	Competencies
Lesson 1: Regulations of the Road **Description** This lesson introduces learners to practically understanding following traffic regulations while on the road. **Learning Activities** • In-classroom lesson on traffic regulations commonly applicable to commercial drivers. • In-cab lesson during which the learner goes on their first supervised drive with a driving instructor. • On-road identification of traffic regulations a driver must be aware of. **Learning Outcomes** 1. Know and understand how to identify vehicle weight and height restrictions. 2. Read and understand road signage. 3. Know and understand how to identify restrictions that apply to commercial vehicles while on the road, and how to respond to them. 4. Know the location and proper use of truck emergency runaway lanes, and know how to set up emergency equipment including triangle reflectors. 5. Know to take extra care when crossing railway tracks	3B. Describe and follow traffic regulations.
Lesson 2: Managing Hours of Service **Description** This lesson outlines how to manage hours of service while on the road.	6A. Comply with hours-of-service regulations. 6B. Maintain logs in commercial vehicles.

Core Learning Program, Module 3—Rules and Regulations	Competencies
Learning Activities • Classroom lesson on hours-of-service regulations that a driver must be aware of • In-cab familiarization with a driving instructor, outlining how to fill in a log, where logs are commonly stored, and best practices for managing logs while on a trip Learning Outcomes 1. Keep track of duty status within each day, calculate available driving hours, comply with regulations for on-duty and off-duty periods, understand paper vs. ELD logs and where each is commonly used. 2. Maintain complete and legible daily logs, either in written or electronic format, that comply with regulations and workplace practices. 3. Adhere to restrictions on driving hours, including limits on consecutive driving hours, total on-duty hours, and elapsed time since the work shift began. 4. Be aware of exceptions, such as splitting off-duty periods or driving beyond daily limits in adverse conditions and understand allowances for personal use of commercial vehicles within specific criteria. 5. Retain and submit daily logs as required by regulations and workplace practices and be aware that logs may also be needed for tax purposes.	10A. Record information through notes, logs and other documentation.

Lesson 3: Operating at an Inspection Station and Weigh Scale

Description

This lesson introduces learners to operating procedures in and around an inspection station/weigh scale.

Learning Activities

- In-cab familiarization with a driving instructor, simulating how different types of inspections are typically conducted by CVSA officers
- Simulated inspection station visit

Learning Outcome

1. Safely enter vehicle inspection station or pull off the roadway, when instructed by an officer or highway sign.

6E. Comply with inspection facility policies and procedures.

Module 4—Professional Driving Practices

Module 4 in the Core Learning program forms the basis of a learner's behind-the-wheel experience, imparting lessons related to the overall operation of a commercial vehicle. This includes practical lessons related to driving, as well as managing trailers, docking, backing and parking, and maintaining habits related to situational awareness while driving.

Objectives

1. Know how to maintain situational awareness while operating a commercial vehicle.
2. Comfortably manoeuvre a commercial vehicle, including with various load types.
3. Be comfortable with coupling and uncoupling trailers.

Format

- 30 minutes classroom learning
- 4.5 hours in-yard learning
- 38 hours in-cab learning
- Q&A or practical application with supervision by a driving instructor as verification of learning

Core Learning Program, Module 4—Professional Driving Practices	Competencies
Lesson 1: Avoiding Distractions Description This lesson outlines strategies to avoid distractions while operating in and around a commercial vehicle. Learning Activities • In-cab familiarization with driving instructor, outlining best practices for a driver to follow while on the road to avoid distractions Learning Outcome 1. Understand the importance of maintaining situational awareness at all times while driving.	2E. Prevent distractions while driving.
Lesson 2: Planning a Trip Description This lesson outlines the process of planning a commercial vehicle trip, including regulatory considerations. Learning Activities • Classroom lesson on trip planning with a driving instructor • Simulated trip plan as verification of concepts learned Learning Outcomes	3A. Plan a commercial vehicle trip, including reading maps and identifying safe routes with rest stops.

Core Learning Program, Module 4—Professional Driving Practices	Competencies
1. Obtain reliable information about weather, road conditions, commercial vehicle routes, road construction, closures, clearances, restrictions, permits, and toll routes using technology and apps like *511 Alberta*. 2. Plan each trip considering factors such as hours-of-service regulations, rest stops, fuel stops, hazard awareness, facilities, routes, weather conditions, service facilities, and departure/arrival times. 3. Comply with specific requirements for toll routes, bridges, vehicle/load specifications, routing, and commodities. 4. Continuously monitor anticipated weather and road conditions before and during each trip and adjust plans accordingly. 5. Calculate driving start times, determine available driving hours to comply with hours-of-service regulations, plan suitable breaks to avoid fatigue, and prioritize rest to ensure safe driving.	
## Lesson 3: Managing Trailers ### Description This lesson outlines how to properly couple and uncouple trailers, including safety configurations. ### Learning Activities • In-yard familiarization with a driving instructor, demonstrating how to safely couple and uncouple trailers to a commercial vehicle • Verbal overview of how to manage double and triple trailers, and specialized trailer such as tankers ### Learning Outcomes 1. Properly couple the trailer to the towing vehicle, following the required process and ensuring suitable and safe conditions of couplers, connections, and electrical systems. 2. Understand the nuances of operating with double or triple trailers, and specialized trailers including tankers. 3. Perform safety checks and inspections, including examining couplers, connectors, and lubricants, and overcoming challenges related to ground conditions, clearances, obstructions, and access. 4. Secure the trailer and prepare for driving, connecting electrical systems, safety chains or cables, engaging the coupler and latch, establishing the correct coupling height, and using suitable support material and wheel chocks according to company practices, procedures, and policies. 5. Safely uncouple the trailer, following the required process based on the coupler type, visually confirming full locking of the lower coupler, and	5A. Couple and uncouple a tractor-trailer. 4J. Operate equipment and vehicles such as tankers, double and triple trailers.

Core Learning Program, Module 4—Professional Driving Practices	Competencies
disconnecting air and electrical lines.	
## Lesson 4: Defensive Driving ### Description This lesson introduces learners to applying defensive driving strategies while on the road. ### Learning Activities • In-cab familiarization with driving instructor, outlining best practices for applying defensive driving techniques while on the road • ### Learning Outcomes 1. Understand and apply the principles of defensive driving techniques. 2. Understand how to maximize fuel efficiency while on a trip. 3. Watch for wildlife or livestock which can enter the space around a vehicle, particularly on routes known for collisions involving animals. 4. Know they have a duty to proactively protect other road users from harm.	4A. Apply defensive driving techniques 4K. Maximize fuel efficiency.

Core Learning Program, Module 4—Professional Driving Practices	Competencies
## Lesson 5: Situational Awareness In-Cab ### Description This lesson introduces learners to the strategies employed while in-cab to maintain situational awareness, including monitoring habits. ### Learning Activities • In-cab familiarization with driving instructor, outlining the strategies a driver should follow while on the road to maintain situational awareness of happenings outside the vehicle ### Learning Outcomes 1. Exit the vehicle whenever necessary to inspect clearances and identify potential obstructions. 2. Know the visual cues and other signs of potentially hazardous traffic situations. 3. Monitor the movement and actions of other motorists while passing or being passed. 4. Regularly and systematically scan exterior conditions by looking ahead and using mirrors. 5. Regularly and systematically scan vehicle conditions by monitoring instruments and gauges.	4B. Maintain situational awareness and avoid distractions.
## Lesson 6: Manoeuvring the Vehicle ### Description This lesson outlines the concepts of independently manoeuvring a commercial vehicle. ### Learning Activities • In-cab and in-yard familiarization with driving instructor, outlining how to manoeuvre a commercial vehicle effectively, including considering speed and motion • In-cab experience manoeuvring the vehicle in a variety of road situations and environments, as well as turning safely and effectively ### Learning Outcomes 1. Anticipate conditions that affect vehicle speed control and adjust driving techniques accordingly to maintain control. 2. Be considerate and patient during turns, carefully monitor pedestrians, cyclists, and nearby vehicles. 3. Only complete U-turns where legally permitted, assess hazards, and comply with company practices, procedures, and policies.	4C. Control vehicle direction, motion, speed, and space around the vehicle. 4I. Operate a commercial vehicle on roads with steep grades and curves. 4E. Operate a commercial vehicle on various terrain such as gravel and off-road. 4G. Drive in poor weather conditions including ice, rain and high winds.

Core Learning Program, Module 4—Professional Driving Practices	Competencies
4. Know how speed, weight, vehicle specifications, types of brakes and downhill grades affect braking. 5. Maintain a consistent vehicle position, use proper hand positioning on the steering wheel, operate vehicle only in safe road conditions, and avoid unnecessary hazards. 6. Manoeuvre the vehicle in a variety of situations, including urban and steep grades, varying terrain and poor weather.	
Lesson 7: Adjusting for Various Loads Description This lesson outlines the factors to consider and adjust to when driving with various load configurations. Learning Activities • In-yard and in-cab familiarization with driving instructor, describing the factors that different load types have on a vehicle's manoeuvrability and having the driver experience those factors while operating the vehicle. Learning Outcome 1. Understand the effects of different loads on driving conditions.	4F. Adjust driving for empty, partial, and full loads. 4H. Drive with different types of cargo such as livestock, refrigerated and liquid.
Lesson 8: Backing, Docking and Parking Description This lesson outlines practically how to safely perform backing, docking, and parking manoeuvres. Learning Activities • In-yard familiarization with driving instructor describing the factors around the vehicle that affect the safe execution of backing, docking and parking manoeuvres • In-yard familiarization with driving instructor, outlining the safe execution of backing, docking and parking manoeuvres Learning Outcomes 1. Open cargo doors when needed before backing. 2. Open windows, silence entertainment and communication systems, use warning flashers to improve vehicle visibility, check that mirrors are properly set up, and briefly sound the horn to warn nearby people whenever backing.	5D. Perform backing, docking and parking manoeuvres.

Core Learning Program, Module 4—Professional Driving Practices	Competencies
3. Plan ahead to ensure backing is always done in the safest manner, and with the greatest visibility. For example, perform blindside backing only when there is no alternative, or choose to back into a space where it is possible to drive out in a forward direction rather than backing onto a road. 4. Manoeuvre vehicle when backing, docking and parking	
Lesson 9: Communication in a Commercial Vehicle Description This lesson outlines the communication norms in a commercial vehicle, including commonly found technology. Learning Activities • In-yard familiarization with driving instructor, describing the communication that a driver typically performs while on a trip • In-cab familiarization with driving instructor, outlining how to communicate using a variety of mediums (written, verbal, digital) during a trip Learning Outcomes 1. Adopt and consistently follow standard workplace protocols when using written or digital communication and recording systems, devices, and documents, as well as other new technologies.	10C. Communicate using technologies common to commercial driving.
Lesson 10: Physical and Mental Factors in a Commercial Vehicle Description This lesson introduces learners to the physical and mental factors they should be aware of while operating a commercial vehicle. Learning Activities • In-cab familiarization with driving instructor, describing and outlining the physical and mental factors that commonly affect drivers during a trip • Learning Outcome 1. Understand the physical requirements of operating a commercial vehicle.	11C. Demonstrate physical and mental endurance for shiftwork, physical demands, and long hours.

Module 5—Cargo Securement

Module 5 in the Core Learning program imparts the practical skills required of a commercial driver surrounding cargo securement. It includes practical lessons on how to safely secure and inspect cargo on a commercial vehicle, as well as complying with site-specific security requirements for cargo.

Objectives

1. Be able to safely secure cargo under different configurations and securement types.
2. Know strategies to mitigate cargo loss, including inspections of cargo securement.
3. Know the common policies and procedures surrounding cargo securement.

Format

- 4 hours in-yard learning
- 60 minutes in-cab learning
- Q&A or practical application with supervision by a driving instructor as verification of learning

Core Learning Program, Module 5—Cargo Securement	Competencies
Lesson 1: Safely Securing Cargo **Description** This lesson outlines how a driver safely secures cargo on a commercial vehicle. **Learning Activities** • In-yard familiarization with driving instructor including simulation of securing training cargo **Learning Outcomes** 1. Properly secure and arrange cargo, using blocking, bracing, or friction mats, when necessary, to prevent movement in all directions. 2. Inspect and maintain cargo security by regularly checking and adjusting the cargo securement before and during a trip, and following specific cargo securing practices, procedures, and policies to comply with regulatory requirements for different commodities. 3. Use appropriate securing devices, such as cargo tiedowns with working load limit ratings, and follow manufacturer instructions. 4. Understand and comply with regulations, securing all cargo according to requirements to prevent falling off the vehicle or negatively affecting stability and manoeuvrability. 5. Know that any cargo securing method or device must be the proper type, and must be properly used, strong enough, and in good condition.	8A. Secure cargo safely according to load and weather conditions. 8C. Inspect tie-down and securement devices.
Lesson 2: Complying with Security Requirements	8B. Comply with facility securement and security

Core Learning Program, Module 5—Cargo Securement	Competencies
Description This lesson introduces learners to managing cargo security requirements while on a trip. Learning Activities • In-yard familiarization with driving instructor, describing common cargo security requirements found on a trip and how to ensure they are followed Learning Outcomes 1. Confirm that cargo and all vehicle-related equipment are properly distributed, secured, and covered if necessary. 2. Follow all workplace, shipper and receiver practices, procedures and policies that involve issues such as parking locations and methods, facility security, securing and accessing vehicles and securing valuables including cash, etc. 3. Follow required practices, procedures and policies when accessing workplace, shipper and customer facilities, and restricted areas. 4. Follow workplace requirements for cargo-handling and use of specialized equipment needed for the cargo being transported. 5. Seek appropriate help when accessing an unfamiliar location or facility.	requirements.

Module 6—Documents and Paperwork

Module 6 in the Core Learning program allows learners to understand the practical procedures for managing documents and paperwork while operating a commercial vehicle. This includes storing, writing and maintaining daily logs and bills of lading, building on the knowledge gained in the same module in the Entry program.

Objectives

1. Understand and know how to manage bills of lading while on a trip.
2. Understand how to effectively communicate in writing.
3. Know how to manage, store, and fill out documentation while on a trip

Format

- 30 minutes classroom learning
- 30 minutes in-yard learning
- 30 minutes in-cab learning
- Q&A or practical application with supervision by a driving instructor as verification of learning

Core Learning Program, Module 6—Documents and Paperwork	Competencies
Lesson 1: Shipping Documents **Description** This lesson introduces learners to their responsibilities surrounding managing bills of lading while on a trip. **Learning Activities** • Classroom, in-yard familiarization with driving instructor, outlining how to manage a bill of lading while on a trip **Learning Outcomes** 1. Legibly record information onto, track and manage cargo related documents such as waybills. 2. Confirm that cargo matches related documents—and identify any areas requiring clarification, changes, adjustment, or planning. 3. Carefully track cargo and related documents during each trip, identifying discrepancies between cargo documents and the cargo being transported.	13D. Work with legal documents (bills of lading).

Module 7—Handling Incidents

Module 7 in the Core Learning program advances a driver's practical knowledge of handling potential incidents that may occur when operating a commercial vehicle. It is designed to supplement a driver's awareness of the policies and regulations governing incidents in commercial vehicles, as well as provide practical experience in and around a commercial vehicle simulating how an incident should be safely and professionally managed.

Objectives

1. Know how to practically manage a vehicle breakdown and collision while on the road
2. Know how to manage incidents requiring the use of emergency equipment.
3. Know how to properly report an incident according to workplace and regulatory requirements

Format

- 1.5 hours in-yard learning
- 1.5 hours in-cab learning
- Q&A or practical application with supervision by a driving instructor as verification of learning

Core Learning Program, Module 7—Handling Incidents	Competencies
Lesson 1: Incident Response **Description** This lesson provides an overview of how to practically manage minor incidents in a safe and professional manner. **Learning Activities** • In-yard or in-cab familiarization with driving instructor outlining how to respond once an incident has occurred, including first aid, contacting emergency services, and other workplace policies and procedures that may apply **Learning Outcomes** 1. Understand regulations and workplace practices, procedures, and policies relating to incident management and reporting. 2. Know how to handle collisions, close calls, injuries, or other similar incidents in any emergency according to workplace practices, procedures, and policies, and when speaking to police, media, other motorists, and the public. 3. Know that drivers must contact emergency services as soon as it appears necessary for oneself, a fellow worker, motorist, or a member of the public. 4. Know the importance of carrying necessary first aid supplies and understand personal limitations in administering first aid.	9A. Respond to minor incidents in a professional manner. 9B. Manage collisions safely and professionally. 9F. Comply with regulatory and workplace incident response and reporting requirements.
Lesson 2: Managing a Vehicle Breakdown **Description**	9C. Manoeuvre a vehicle in case of a mechanical breakdown.

Core Learning Program, Module 7—Handling Incidents	Competencies
This lesson allows learners to practically manage a simulated vehicle breakdown in a safe and professional manner. Learning Activities • In-yard familiarization with driving instructor, outlining the procedure for safely handling a vehicle once a breakdown has occurred, including pulling over and securing the vehicle • Simulated vehicle breakdown procedure performed by the driver as verification of practical concepts learned Learning Outcomes 1. Know how to manoeuvre a vehicle in case of a mechanical breakdown. 2. Understand common workplace policies pertaining to vehicle towing, recovery and repair.	
## Lesson 3: Using Emergency Equipment Description This lesson outlines how to manage incidents that require the use of emergency equipment, including fires and hazardous goods spills. Learning Activities • In-yard familiarization with driving instructor, outlining where emergency equipment is commonly stored in a commercial vehicle and how to use it. • In-yard familiarization with driving instructor, outlining the factors to consider when managing an incident with dangerous goods (including the use of emergency equipment as necessary, and reporting procedures to follow). Learning Outcomes 1. Understand how to manage a fire safely and effectively. 2. Understand how to safely respond to incidents involving dangerous goods or environmental spills. 3. Know how to carry, secure, store, and use, or operate required emergency equipment. 4. Know how to operate basic emergency equipment such as a fire extinguisher, safety warnings (triangles, flares), spill kits, etc.	9D. Respond in case of a fire. 9E. Respond to incidents involving dangerous goods or environmental spills. 9G. Effectively utilize emergency equipment.

Module 8—Taking Care of Ourselves

Module 8 in the Core Learning program allows learners to practically understand the factors surrounding personal care that are common when operating a commercial vehicle. This includes how to identify and manage stressors, how to look out for unsafe situations that may arise, and how to follow health and safety procedures and regulations while on the road.

Objectives

1. Know how to recognize and report unsafe working conditions.
2. Understand how various health and impairment factors impact the ability to operate a commercial vehicle.
3. Understand the policies, procedures and warnings surrounding health-related factors.

Format

- 30 minutes classroom learning
- 1 hour in-yard learning
- Q&A or practical application with supervision by a driving instructor as verification of learning

Core Learning Program, Module 8—Taking Care of Ourselves	Competencies
Lesson 1: Assessing Personal Fitness **Description** This lesson outlines how learners should assess their personal fitness before and during a trip. **Learning Activities** • In-classroom lesson with driving instructor, describing ways for a driver to assess their personal fitness before a trip, factors that can affect their personal fitness, and strategies to ensure fitness is maintained. **Learning Outcomes** 1. Drive only when fully alert and when judgment is not impaired in any way. 2. Know that each worker's emotional state will affect their tolerance for dealing with stress, the decisions they make, and their ability to properly do a job. Workers should assess their emotional state before deciding if they are ready to drive. 3. Know that the effects of alcohol, over-the-counter drugs, prescription drugs, legal and/or illegal drugs can continue before, during and after work, and that there can also be consequences for using these substances.	3D. Assess personal fitness to drive, such as fatigue or stress levels.
Lesson 2: Managing Safety Requirements **Description**	15A. Understand workplace safety legislation and reporting requirements.

Core Learning Program, Module 8—Taking Care of Ourselves	Competencies
This lesson outlines the common safety requirements found in commercial driving workplaces. Learning Activities • In-yard familiarization with driving instructor, outlining common workplace health and safety requirements and regulations in and around a vehicle, as well as an overview of common health and safety warnings and how to read them Learning Outcomes 1. Understand that employers and workers must comply with government regulations and standards that apply to occupational health and safety, employment, transportation, and business operations. 2. Know the role and importance of workplace practices, procedures, and policies which are used to manage hazards and risks. 3. Know workplace hazards and risks and recognize that such hazards and risks can change. 4. Locate and understand workplace practices, procedures, and policies which are used to manage hazards and risks. 5. Know workplace specific health and safety procedures and how to interpret them.	15B. Read and interpret health and safety warnings and procedures. 15D. Demonstrate journey safety management strategies.
## Lesson 3: Employee Safety Rights Description This lesson describes how all drivers have a right to refuse unsafe work, what unsafe work typically looks like, and how to manage reporting it. Learning Activities • In-yard familiarization with driving instructor, outlining various scenarios in which work may be considered unsafe, and how a driver should manage their scenarios to ensure safety is always maintained • Q&A verification of concepts learned Learning Outcomes 1. Understand that all employees have the right to refuse unsafe work, and how to exercise that right.	15C. Understand that all employees have the right to refuse unsafe work. 15D. Demonstrate journey safety management strategies.

Air Brakes Training (if required)

Note: This is eight hours of training, additional to the 67 hours in the Core Learning program. A half-hour introduction to air brakes is also included in the Entry program, for a total of 8.5 hours of training. A driver who has already obtained a Q endorsement is not required to complete this lesson. Description This lesson provides instruction on inspection, adjustment and operation of air brakes in a commercial vehicle. Learning Activities • As determined by the Alberta Air Brake Program Learning Outcomes 1. Operate air brakes in a commercial vehicle. 2. Inspect and identify issues commonly found in air brake equipped vehicles.	2A. Operate air brake equipped vehicles

Experience and Equivalency Program

The Class 1 driver learning pathway offers an accelerated route for drivers with prior commercial driving experience in Alberta or other Canadian provinces to obtain their Class 1 operator's licence. To qualify to this accelerated process, known as the Experience and Equivalency Program, drivers are required to provide verifiable proof of experience through a driver's abstract, verified daily logbook and/or a letter from an employer. Prospective applicants must submit a completed application along with the requisite supporting documentation. Upon government approval, the applicant will receive an approval letter via email. This letter serves as verification on their eligibility and must be presented to a licenced driver training school when registering for the Experience and Equivalency Program. This streamlined process facilitates the efficient integration of experienced drivers into Alberta's commercial driving industry, while ensuring they meet the standards required for a Class 1 licence.

Upon successful completion, drivers are eligible to take the Class 1 knowledge and road test to obtain a Class 1 licence with provincial restriction. After earning the Class 1 driver's licence with provincial restrictions, drivers then have the option to commence work as a commercial driver in Alberta with a provincially restricted licence or complete the Competence Building program to have their provincial restriction removed so they can drive outside of Alberta. Further training is strongly recommended if the driver does not pass on the first attempt.

The Experience and Equivalency program is administered by Alberta Transportation and Economic Corridors in partnership with licenced driver training schools across the province.

Eligibility

Prior Alberta Class 2/3 Licence: Drivers with a Class 2 or 3 Alberta driver's licence and at least two years of experience driving a vehicle with three or more axles are eligible to participate in the Experience and Equivalency program.

Canadian Jurisdiction Class 1 Equivalency: Drivers who move to Alberta with a Class 1-equivalent licence from an eligible Canadian jurisdiction will receive a Class 1 licence from the Alberta registry and are not required to complete a learning program.

Drivers with a Class 1-equivalent licence from a non-eligible Canadian jurisdiction will have the following pathways available to them:

- 24+ months' experience: Alberta Class 1 operator's licence issued without training or testing required.
- 12–24 months' experience: Challenge Class 1 knowledge and road test. If unsuccessful, complete Experience and Equivalency Program.
- Less than 12 months' experience: Drivers must take the Class 1 Learning Pathway from the beginning.

Non-Canadian Jurisdiction Class 1 Equivalency: Drivers from all non-Canadian jurisdictions seeking an Alberta Class 1 licence will be subject to policies beyond the jurisdiction of this document.

Eligible drivers with an Alberta Class 1 licence who haven't completed a mandatory entry level training program in the past may also participate in the Experience and Equivalency program.

Format

The Experience and Equivalency program is an accelerated 40-hour version of the Core Learning program, with lessons and learning outcomes across the eight modules of the curriculum framework. Drivers in the Experience and Equivalency program are required to complete an additional eight hours of air brakes training prescribed in the Core Learning program if they do not have a “Q” endorsement on their licence. The table below outlines the difference in instruction time prescribed for lessons in the Experience and Equivalency program as compared to the Core Learning program.

MODULE	Experience and Equivalency (hours)				Core Learning (hours)			
	Class	In-Yard	In-cab	Total	Class	In-Yard	In-cab	Total
Module 1 – Employment in the Commercial Driving Industry		0.5		0.5		0.5		0.5
Module 2 – Vehicle Components and Inspection	0.5	1	1.5	3	0.5	2	3	5.5
Module 3 – Rules and Regulations	2		3	5	2		5	7
Module 4 – Professional Driving Practices	0.5	3	22	25.5	0.5	4.5	32	37
Module 5 – Cargo Securement and Loss Prevention		1.5	0.5	2		3	1	4
Module 6 – Documents and Paperwork		0.5	1	1.5	0.5	0.5	0.5	1.5
Module 7 – Handling Incidents		1	0.5	1.5		1.5	1.5	3
Module 8 – Taking Care of Ourselves	0.5	0.5		1	0.5	1		1.5
TOTAL (HOURS)	3.5	8	28.5	40	4	13	43	60

Assessment

The final assessment for the Experience and Equivalency Program takes place in the form of the Class 1 knowledge and road test, which upon passing entitles drivers to a Class 1 operator’s licence with provincial restriction. The Class 1 knowledge and road test is administered by the Government of Alberta by a certified driving examiner. Note that this is the same assessment for a new driver who completes the Core Learning program.

Knowledge test: Knowledge-based competencies are assessed through a 30-question multiple-choice written examination.

Road test: Competencies in a commercial vehicle are assessed under the existing Driver Examination Checklist. Points are given for each mistake. Drivers must accumulate no more than 50 points in order to pass the driving test. Drivers cannot fail any skill listed in the checklist.

Competence Building

Upon successful completion of the Core Learning program and the receipt of a Class 1 operator's licence with provincial restriction, drivers are eligible to proceed to the Competence Building program. Once they complete this program, they will receive a course completion certificate and the removal of the provincial restriction. Drivers who initially chose to start working with their Class 1 operator's licence with provincial restriction can later choose to complete this program as well. This structured pathway ensures that all drivers have the opportunity to receive their Class 1 operator's licence without provincial restriction and enhance their professional qualifications.

The Competence Building program consists of content from five out of the eight modules of the Class 1 driver learning pathway:

- **Module 1**—Employment in the Commercial Driving Industry
- **Module 2**—Vehicle Components and Inspection
- **Module 3**—Cargo Securement
- **Module 4**—Handling Incidents
- **Module 5**—Professional Driving Practices

The content in Modules 1 to 4 include the same content for each learner, totaling 3 hours of in-yard training. The content and hours for Module 5 will be tailored based on the individual results on the road component of their Class 1 knowledge and road test. This personalized approach ensures that each driver receives targeted training to address their specific areas of need and are best positioned to operate without a provincial restriction on their licence.

The Competence Building program also includes an introduction to mentorship in a commercial driving career, with guidance on how to find and work with an experienced driver to build skills and knowledge, support personal and professional growth, build industry connections, and develop leadership skills.

If more than one year has elapsed for any reason since a driver achieved their Class 1 licence, they will complete a competency assessment assessed by a driving instructor, using the Driver Examination Checklist to identify their current areas for improvement before beginning the Competence Building program.

Farm-Restricted Licence Eligibility

Drivers with farm-restricted Class 1 licences and at least 12 months of experience can have their restriction removed through the Competence Building program. They will first complete a competency assessment administered by a driving instructor or to identify areas for in-cab improvement. Completion of the program will result in a full Class 1 licence without provincial or farm restriction.

Assessment

Q&A or practical application with supervision by a driving instructor as verification of learning throughout the training.

Module 1—Employment in the Commercial Driving Industry

Module 1 in the Competence Building program introduces drivers to the purpose of professional mentorship in a commercial driving career. By the end of the module, drivers should be comfortable with seeking out and working with a mentor.

Objectives

1. Understand the benefits of professional mentorship in commercial driving.
2. Know how to initiate and manage the mentor-mentee relationship.
3. Understand how to get the most benefit from the time spent in mentorship.

Format

- 30 minutes in-yard learning
- Q&A or practical application with supervision by a driving instructor as verification of learning

Competence Building Program, Module 1—Employment in the Commercial Driving Industry	Competencies
## Lesson 1: Introduction to Mentorship ### Description This lesson outlines the benefits and importance of establishing a professional mentorship relationship to facilitate growth, development, and professional success. ### Learning Activities • In-yard and in-cab familiarization with driving instructor. ### Learning Outcomes 1. Explain the benefits of mentorship in developing skills and knowledge, supporting personal and professional growth, building industry connections, and developing leadership skills. 2. Explain how to find a mentor and determine compatibility of communication style, values, and goals. 3. Explain the time commitment required from both parties and the need to allocate time for communication, such as in meetings, discussions, correspondence, and in implementing the guidance received. 4. Explain how mentorship is an on-going process that is part of a continuous learning journey that may evolve over time. 5. Explain how a successful mentorship relationship depends on establishing a safe and trusting environment where both the mentor and mentee can openly discuss challenges, seek feedback, and share ideas.	11E. Work as part of a team and support colleagues.

Module 2—Vehicle Components and Inspection

Module 2 in the Competence Building program imparts further knowledge and practical-based lesson surrounding the safe operation of a vehicle. It includes content related to identifying defective vehicle components and systems, as well as how to effectively inspect a vehicle in operation.

Objectives

1. Understand how to monitor the safety of a commercial vehicle while operating it.
2. Know how to identify defects in a commercial vehicle while operating it.
3. Know how to manage and report vehicle defects.

Format

- 30 minutes in-yard learning
- 30 minutes in-cab learning
- Q&A or practical application with supervision by a driving instructor as verification of learning

Competence Building Program, Module 2—Vehicle Components and Inspection	Competencies
Lesson 1: Advanced Defect Management **Description** This lesson advances concepts taught in the Core Learning program related to vehicle monitoring while on a trip, including greater detail on reporting procedures. **Learning Activities** • In-yard and in-cab familiarization with driving instructor. **Learning Outcomes** 1. Identify sounds and other indicators of abnormal vehicle operation. 2. Report vehicle damage, defects, completed repairs, and any other condition that may require maintenance, correction, or review. 3. Regularly check basic vehicle components such as drive belts, hoses, tires, etc. 4. Regularly check vehicles as required by regulations and according to workplace practices, procedures, and policies.	7B. Monitor a commercial vehicle's safe condition.

Lesson 2: Advanced Vehicle Monitoring

Description

This lesson advances concepts related to defect management taught in the Core Learning program, including greater detail on common signs of a defect and how to manage them effectively.

Learning Activities

- In-yard and in-cab familiarization with driving instructor.

Learning Outcomes

1. Conduct regular en route and post-trip vehicle inspections according to workplace practice, procedures, and policies.
2. Know the importance of enforcement and audit programs to ensure that inspection and maintenance is adequate.
3. Know they are responsible for the safe condition of each commercial vehicle they operate.

7C. Identify defective vehicle components and systems.

Module 3—Cargo Securement and Loss Prevention

Module 3 in the Competence Building program advances a driver's ability to safely secure and manage cargo, as well as how to avoid losses and deal with them should they occur. This includes practical learning related to safely securing cargo of different types in a commercial vehicle, and complying with site-specific requirements that a driver may encounter.

Objectives

1. Confidently manage different types of cargo securement devices on a commercial vehicle.
2. Identify factors indicating a load is not properly secured.
3. Manage load securement based on various common standards that may be encountered.

Format

- 1.5 hours in-yard learning
- Q&A or practical application with supervision by a driving instructor as verification of learning

Competence Building Program, Module 3—Cargo Securement and Loss Prevention	Competencies
Lesson 1: Advanced Cargo Securement **Description** This lesson advances concepts related to cargo securement taught in the Core Learning program, including doing so under adverse weather and visibility conditions. **Learning Activities** • In-yard familiarization with driving instructor or certified employer, outlining how to ensure cargo is safely secured according to various adverse weather and road conditions **Learning Outcomes** 1. Properly secure and arrange cargo, using blocking, bracing, or friction mats when necessary, to prevent movement in all directions. 2. Inspect and maintain cargo security by regularly checking and adjusting the cargo securement before and during a trip, and following specific cargo securing practices, procedures, and policies to comply with regulatory requirements for different commodities. 3. Follow specific cargo securing practices, procedures, and policies to comply with regulatory requirements for different commodities. 4. Use appropriate securing devices, such as cargo tiedowns with working load limit ratings, and follow manufacturer instructions.	8A. Secure cargo safely according to load and weather conditions.
Lesson 2: Cargo Security Compliance **Description**	8B. Comply with facility securement and security requirements.

Competence Building Program, Module 3—Cargo Securement and Loss Prevention	Competencies
This lesson advances concepts related to security requirement compliance taught in the Core Learning program, particularly around knowing how to proactively manage requirements while on a trip. Learning Activities • In-yard familiarization with driving instructor, outlining how to proactively manage specific cargo securement requirements in a safe and effective manner • Q&A verification of concepts learned Learning Outcomes 1. Confirm that cargo and all vehicle-related equipment are properly distributed, secured, and covered if necessary. 2. Follow all workplace, shipper and receiver practices, procedures and policies that involve issues such as parking locations and methods, facility security, securing and accessing vehicles and securing valuables including cash, etc. 3. Follow required practices, procedures and policies when accessing workplace, shipper and customer facilities, and restricted areas. 4. Follow workplace requirements for cargo-handling and use of specialized equipment needed for the cargo being transported. 5. Seek appropriate help when accessing an unfamiliar location or facility.	

Module 4—Handling Incidents

Module 4 in the Competence Building program advances the ability to effectively manage incidents that may occur while operating a commercial vehicle. This includes further content related to mechanical breakdowns, fires and managing incident reporting requirements that they will be responsible for as commercial drivers.

Objectives

1. Understand and manage reporting requirements surrounding an incident.
2. Be able to manoeuvre a commercial vehicle confidently in a simulated incident environment.
3. Confidently understand how fires surrounding commercial vehicles are managed.

Format

- 30 minutes in-yard learning
- 30 minutes in-cab learning
- Q&A or practical application with supervision by a driving instructor as verification of learning

Competence Building Program, Module 4—Handling Incidents	Competencies
Lesson 1: Managing a Vehicle Breakdown **Description** This lesson outlines a driver's practical responsibilities pertaining to managing a vehicle breakdown. **Learning Activities** • In-yard familiarization with driving instructor, outlining the procedure for managing a vehicle breakdown and how to take a proactive role in managing the aftermath of the incident • Simulated vehicle breakdown with supervision by a driving instructor as verification **Learning Outcome** 1. Manoeuvre a vehicle in case of a mechanical breakdown.	9C. Manoeuvre a vehicle in case of a mechanical breakdown.

Lesson 2: Managing a Fire

Description

This lesson outlines a driver's practical responsibilities in case of a fire in or around the vehicle.

Learning Activities

- In-yard familiarization with driving instructor, outlining the procedure to be followed should a fire occur
- Simulated fire response with supervision by a driving instructor

Learning Outcome

1. Understand how to manage a fire safely and effectively.

9D. Respond in case of a fire.

Lesson 3: Managing Incident Regulations

Description

This lesson outlines a driver's responsibilities related to incident reporting and regulations while on a trip.

Learning Activities

- In-yard familiarization with driving instructor, outlining the policies and regulations a driver should be familiar with relating to incident reporting
- Simulated incident report with supervision by a driving instructor

Learning Outcome

1. Understand workplace policies and procedures relating to incident response.

9F. Comply with regulatory and workplace incident response and reporting requirements.

Module 5—Professional Driving Practices

Module 5 in the Competence Building program is designed to enhance a driver's professional driving practices. This includes further learning on defensive driving, effective vehicle control, managing trailers, and backing, docking and parking.

Objectives

1. Know how to manoeuvre a commercial vehicle confidently at a high level.
2. Understand how to manage different loads and trailer configurations confidently.
3. Understand how to proactively employ defensive driving techniques.

Format

- A minimum of 6 hours in-cab learning
- Q&A or practical application with supervision by a driving instructor as verification of learning

Competence Building Program, Module 5—Professional Driving Practices	Competencies
Lesson 1: Tailored Driving Instruction **Description** This lesson refines skills in areas examined as part of the Driver Examination Checklist, tailored to specific areas depending on a driver's performance on the Class 1 road test at the end of the Core Learning program, or on a re-assessment using the checklist for drivers for whom a year or more has elapsed (for any reason) since the Core Learning Program. **Learning Activities** • In-yard and in-cab familiarization with driving instructor as required, tailored to the areas of the Driver Examination Checklist as a result of a driver's performance on the Class 1 road test or competency assessment. **Learning Outcomes** 1. Improvement of weaker areas a driver attained on the Driver Examination Checklist as part of their Class 1 road and knowledge test or competency assessment.	4A. Apply defensive driving techniques 4C. Control vehicle direction, motion, speed, and space around the vehicle. 5D. Perform backing, docking and parking manoeuvres.