

iCourse Theory

Study Starter Unit

Name:

Unit start date:

Unit finish date:

When returning work for assessment, please ensure that each unit is kept together by stapling or other means and that you complete the information above. Also please ensure that any additional worksheets are clearly marked with your Name.

Study Units - Getting Started

This unit differs from the main study units – it contains extra information to help you learn how to gain the best from your study. In addition to these notes as you work through the course you will find information online with detailed information about:

- *How to check and improve your confidence in your answers*
- *How 'visualisation' can help you to answer questions*
- *Tips and tricks for answering multiple-choice questions*
- *How to effectively research the answers when using questions for learning*
- *Chart your progress in terms of both knowledge gained and an increase in confidence*

Starting Point

Your starting point with the study units is to understand how to use them for maximum learning. The units contain three main elements

- Road sign questions
- Multiple choice questions
- Foundation questions

After following all the instructions in this pack you will be prepared to start using the rest of the course.

Road Sign Quiz

This Starter-Unit does not have a Road-Signs Quiz, however, the quizzes are straightforward.

Units 1 to 20 show road signs in Step 2 (of each unit). There are a number of signs for you to identify. There is a space on each study unit download for you to record your answers and notes about where you might find each sign and the action you would take.

To complete the quizzes, look at each sign in turn and make a note of your answers. You can check the signs in the Highway Code or Know Your Traffic Signs.

Multiple-Choice and Foundation Questions

This unit has five multiple-choice questions. As you work through the unit you will find advice after each question – the advice is relevant to **all** questions and explains the study method; advice is given one question at a time here for ease of learning.

After completing the five multiple-choice questions you will:

- Be guided to check your answers on the relevant iCourse web page.
- To research any answers that are answered incorrectly or which have a low 'confidence score'.
- To move on to complete the *Foundation* questions.
- Finally, you will repeat the multiple choice questions.

Take as much time as necessary to complete this unit ensuring that you fully understand the information given – this will save you time and in the 'long run', not just for Part-One, but for all three parts of your ADI examination.

Marking sheet - First pass through the questions

Each set of Study Unit questions includes a marking sheet with a table for you to record your answers.

The marking sheets are used to record your answers on your *first pass* through the questions.

Use the table below to record your answers for the five questions in this unit (*Note: confidence scoring is explained after question number two – you don't need the information for the first question*).

Your first pass through the questions will always be done before researching any of your study material – the purpose of this is to check your ‘pre-study’ knowledge level. Knowing your ‘before and after score’ can be a powerful motivation tool as it gives a direct measure of your progress.

The marking sheet for the main study questions (units 1 to 20) will have *time limit* information. This tells you how long to spend answering the questions. It is a good idea to get used to the discipline of ‘time pressure’ – this will help to ensure that you have plenty of time during your exam and that you know the answers ‘inside out’, even when under pressure. (*There is no time limit for the questions in this starter unit*). Another reason for working to time limits is that you will gain a truer sense of your level of confidence.

First Pass marking

Your Answers	Confidence Score First Pass	Correct Answers
1.	xxxxxxxx	
2.		
3.		
4.		
5.		

After completing the questions, check your answers ... You will find the answers listed in the relevant iCourse unit – for this unit they are listed in ‘step 4’ of the unit.

Now it's time to make a start with your first five questions...

Question one - basic answering advice

1. Warning signs are usually:
 - a. rectangular
 - b. circular
 - c. triangular
 - d. octagonal

How to answer the question - choosing and recording your answer

Read the question and ***all*** of the four potential answers before making a decision which answer to choose.

Some answers might appear to be correct at first glance, however, it's only by reading the complete set of answers (a, b, c, and d) that you can be sure that you are making the best choice.

It is often useful to read the question stem with each answer in turn.

The stem is the first part of the question – in this question the stem is '*Warning signs are usually*'. With this in mind you would read four statements.

Warning signs are usually rectangular
Warning signs are usually circular
Warning signs are usually triangular
Warning signs are usually octagonal

When you have decided on your answer, enter your choice on the 'first-pass' marking sheet/table. ***Do this now for the question above and then move on to question two. (Note – there is only one correct answer to this question)***

Question two - confidence scoring

2. 'The Official DVSA Guide to Driving, the essential skills' recommends that when reversing straight-back or to the left, your right hand can hold the steering wheel at:
- the twelve o'clock position
 - the three o'clock position
 - the two o'clock position
 - the six o'clock position

Confidence rating – **2nd Pass** = 0 1 2 3 4

How to answer the question - Confidence scoring

Our multiple-choice questions ask you for a 'confidence rating'; this represents your degree of certainty with the answer you have chosen. As you answer each question, we want you to rate your level of confidence according to the scale shown below.

During your first pass through the questions record this on the marking sheet; on your *second* pass use the actual question paper to record your confidence level (underline or ring the figure that represents your feeling of confidence).

- 4 = Absolutely certain that my answer is correct
- 3 = Reasonably confident that my answer is correct
- 2 = 50 / 50
- 1 = Unsure
- 0 = Blind guess (no idea so I picked an answer at random)

Assess your level of confidence quickly so as to capture your *immediate feeling* about how confident you are in your answer – don't waste time thinking about it, your 'gut feel' will be correct.

Now record your answer and confidence score for this question on the marking sheet

Question three - multiple response questions

3. When offering advice about choosing your speed, the DVSA publication 'Driving – the essential skills' states that you should always drive sensibly and:
- a. keep within the speed limit
 - b. not exceed 60 mph on a road where the national speed limit is in force
 - c. that some stretches of motorway have variable speed limits
 - d. that 20 mph speed limits are only advisory and that you can use your discretion

Confidence rating – 2nd Pass = 0 1 2 3 4

How to answer the question - Multiple responses

Like the DVSA exam, some of our questions have more than one correct answer, however, we do not tell you which questions have more than one correct answer – you have to work that out – successfully doing this will help your confidence rating.

Now record the two answers that you think are correct + your confidence rating for the question on the marking sheet.

Two more questions - practise

Complete the following questions, deciding whether there is one or more correct response. Record your answers and confidence score as directed earlier and then follow the instructions on the next page.

4. Engine lubricating oil is stored in the sump. The sump is situated:
- a. below the engine
 - b. below the floor of the boot
 - c. above the engine
 - d. in the fuel tank

Confidence rating – 2nd Pass = 0 1 2 3 4

5. You must not sound your horn in a built up area between the hours of:
- a. 11.00 pm and 7.00 am
 - b. 11.30 pm and 7.30 am
 - c. 11.30 pm and 7.00 am
 - d. 10.30 pm and 7.00 am

Confidence rating – 2nd Pass = 0 1 2 3 4

Marking, research and study

The next step is to mark the questions and discover your 'score'. The score that you achieve at this point is not important – you will use this score to guide the next part of your study.

Answers (a, b, c, or d) for each Study Unit can be found online in the next step of the unit following the study pack download, in this unit the answers are in Step 4 of the unit.

Now – check your answers and make a note of the correct answer reference location. Read on for further instructions about this.

Most of the answers and additional material relating to the answers will be found in the study books, however, some information is not readily available in the books – to help with this we give extra links for background information relating to the foundation questions. In addition, however, you might occasionally need to search online for information, the most popular places to search are the Dft, DVLA, and www.gov.uk sites (+ our own SmartDriving.co.uk and Driveractive.com) – the best starting place is often a Google search.

Foundation questions

It's important to complete all of the Foundation Questions.

The questions are designed to enhance your knowledge by helping you to interact with some of the underlying concepts of the material.

Passing the ADI qualifying examination is the first step on the ladder to your new career. The Foundation Questions will help you to take that step more easily by ensuring that you fully understand the reason why each answer is correct – this will enable you to apply your knowledge in a wider range of situations.

Perhaps more importantly it is important to recognise that, as in any trade or profession, some practitioners are more accomplished than others. As a general rule, those who are better able to do the job, who have a better understanding of their role, are able to give better service and reap better rewards.

By working through the Foundation Questions you will begin a process that will, when combined with a little work and effort, make your life easier and help you to become more prosperous in the future. The next page explains questions in detail.

Note that some of the questions ask for your thoughts or opinions, or about how you might go about a specific task – there are no right or wrong answers to these questions, just your answers. If you get stuck at any point simply contact support@smartdriving.org.

Trainer assessment

The Foundation Questions are extremely valuable in learning terms whether or not they are assessed by a trainer. However, you can bring along your completed units to training sessions for your trainer's comments when you attend an assessment or training session. We will also request some coursework, including Foundation Questions before giving the 'go ahead' for your first DVSA exam.

Researching your answers and moving on to the Foundation Questions

You have now completed five questions allocated a confidence score for four of them and checked your answers against Step 4 online. The next step is to research the information for any questions answered incorrectly and/or those with a confidence score of '2' or lower.

Research your answers by finding the relevant information in your study books, on the internet or from any other source. **You will note that we do not provide answer references. This is a deliberate policy!**

As an instructor you will need to be familiar with various publications and use them during your work. The best way to get to know these publications 'inside out' is to actively search them for information using the contents listing and indexes.

We have included a few questions that need a little ingenuity and inventive thinking on your part in order to find the answers – we make no apology for asking you to think!

Making 'key point notes' or 'mind-maps' as you study can be a very useful learning method for some people (look up 'mind maps' on Google – mind-mapping is a technique pioneered by Tony Buzan).

Foundation Questions

After researching the relevant material for the multiple choice-questions the next step is to deepen and increase your knowledge by answering the Foundation Questions; these are based on the multiple-choice questions in the same unit.

Complete your research for the questions in this starter unit now and then move on to the Foundation questions. There are sample answers provided below to give you some ideas – however, there are no 'right' or 'wrong' answers (providing that the information in the answers is accurate!).

After completing the five Foundation questions in this pack you will be directed to complete the multiple choice questions for a second time ...

Foundation examples

<p>1. Correct answer = a b c d</p> <p>Record the CORRECT answer to the multiple choice question by circling or underlining the relevant letter.</p> <p>You can use the rest of this space for any purpose,</p>	<p>References: Write your book and other reference here. You can put general references or specific page/chapter numbers or internet URLs. If there is no direct reference you might choose to leave this space blank or add a note to help you find any relevant info you need to revise.</p>
<p>This is where you answer the question ...</p> <p>Note that there is limited space for your answer here ...</p> <p>Your aim is to be brief and concise when answering the questions ... This is a skill in itself and by practising now you will be an expert by the time you have to give briefings and explanations to your learners.</p> <p>KISS - Keep it Short and Simple</p>	

Example:

<p>1. Correct answer = a b <u>c</u> d</p> <p>Red triangles warn - Red circles prohibit</p>	<p>References: Know Your Traffic Signs Online Highway Code</p>
<p>Write a brief explanation of how the system of different shaped signs helps drivers?</p> <p>You can see at a glance the type of situation ahead - even if the sign is too far away to see clearly. Even if the sign is obscured or faded you still have some idea of the situation.</p> <p>If signs were all the same shape, those that looked similar but that have different meanings would need to have additional information in writing - for example the 'no pedestrians' and 'pedestrian crossing warning' signs.</p>	

Now complete the Foundation questions on the next pages (based on the earlier multiple choice questions).

1. Correct answer = a b c d	References:
Write two simple questions that you could use to find out whether your learner knows what shape warning signs are.	
2. Correct answer = a b c d	References:
When your learner is reversing, where are the main places that you will be looking to keep the car safe and to ensure that your learner is adopting the correct steering technique?	
3. Correct answer = a b c d	References:
Why is it important for your learners to 'make progress', especially when driving with other traffic around?	

4. Correct answer = a b c d	References:
<p>What advice will you give to your learners about checking the oil regularly? Think about 'away from' and 'towards' motivation when answering this question.</p>	

5. Correct answer = a b c d	References:
<p>Briefly explain why you think that there are limits on when the horn can be used.</p>	

Final step

Now that you have completed the Foundation Questions its time to **repeat** the multiple-choice questions again. ***This time it is a test!*** An opportunity to find out how much and how well you have learned.

Instead of using the marking sheet/table to record your answers and confidence rating, record them directly onto the question sheets. By doing this, the sheets become a 'quick reference' resource for your revision.

The fact that you are now recording your answers on the main sheets means that you need to make sure that you have 'learned your stuff' before doing the questions for the second time.

Notes and 'Reflective Thoughts' page

You will use this page to make any 'scribble notes' and reflections as you study. (Look up 'reflective logs' on Google)

You might want to keep a 'study notebook' in addition or instead of the notes pages.

Questions to ask a trainer

This page is fairly self explanatory!

Use it to jot down anything that comes to mind during your study that needs clarification from a trainer during an assessment or training session. You can also email support@smartdriving.org with questions.