

## Florida Small and Rural Transit Agency Defensive Driving Training Program (Train-the-Trainer)

The Florida Department of Transportation's Florida Rural Transit Assistance Program (RTAP), administered by the USF Center for Urban Transportation Research (CUTR), will be presenting the **Florida Small and Rural Transit Agency Defensive Driving Training Program**. This 1-day training will be held 8:30am – 1:30pm in Fort Myers, Florida.

### Date and Time:

December 2, 2021 (8:30am – 1:30pm)

### Training Location:

LeeTran Headquarters  
3401 Metro Parkway  
Fort Myers, FL 33901

### Course Overview

The Florida Small and Rural Transit Agency Defensive Driving Training Program was developed in partnership with the Florida Department of Transportation, the Florida Rural Transit Assistance Program (RTAP), and local Florida transit agencies. This program was produced by the University of South Florida's (USF) Center for Urban Transportation Research (CUTR). The Florida Small and Rural Transit Agency Defensive Driving course is designed to meet the requirements outlined in Rule Chapter 14-90, Florida Administrative Code and the Florida State Management Plan requirements.

The goal of the Florida Small and Rural Transit Agency Defensive Driving course is to train operators about the importance of defensive driving. Specific emphasis is placed on understanding the difference between driving a car and a paratransit vehicle and how different types of terrain and weather impact the maneuverability of a vehicle. Proper application of defensive driving techniques can help decrease traffic violations, lower the risk of accidents or incidents, reduce employee injury and absenteeism, and reduce costs associated with vehicle repair and replacement.

Additional topics such as road conditions, roadway design, road hazards, emergency management, pre- and post- trip inspections, road hazards, passenger distractions, and accident report documentation are also included in the modules listed above. This training program may be customized to include agency specific policies, procedures, forms and other documentation. by the attendees of the class to bus operators and other employees at their transit systems.

### Who Should Attend

Driver trainers, bus/paratransit operator trainers, safety managers, safety supervisors, training managers

### Fees

There are no fees to attend this course for current employees of a Florida public transit agency, who meet criteria identified in the [Transit Training Policies and Procedures](#). All participants must have permission from their transit system's supervisor to attend this course. **NOTE: There are no travel reimbursement opportunities available for this training course; all travel expenses are that of the traveler or their agency.**

USF is an Equal Opportunity/Equal Access Institution. For disability accommodations, please contact Molly Buffington at [buffington@usf.edu](mailto:buffington@usf.edu) a minimum of ten (10) working days in advance to the training session.

**Registration Deadline: November 18, 2021**

Visit [www.cutr.usf.edu](http://www.cutr.usf.edu) to find additional transit training opportunities, workshops, conferences and special events.

To review policies and procedures of the training programs visit [Transit Training Policy & Procedures](#).

For questions regarding this training course, please contact Stephanie Lewis at [zavacki@usf.edu](mailto:zavacki@usf.edu).

For LMS questions or technical assistance, please contact Stephanie Lewis at [zavacki@usf.edu](mailto:zavacki@usf.edu).

## How to Register

All registrations must be made through the Florida Department of Transportation's Office of Freight, Logistics and Passengers Operations Transportation Learning Management System. This online registration and learning management system (LMS) provides Florida's public transportation professional a portal to manage their professional development.

**Transportation Learning** manages training for you by keeping an educational transcript of all new courses that you complete, and a retrievable record is maintained so you may access (with a user id and password) Certificates of Completion, Certificates of Participation, retrieve course materials, etc.

Florida's public transportation professionals may set up a unique user id and password to register online for upcoming transit training courses, including e-learning courses. Follow the instructions below to log-in or to register for the training course.

Go to: [www.transportationlearning.org](http://www.transportationlearning.org)

**Unsure if you have an account?** Use the "Forgot Password" link to look up your account information using either your work/personal email address or username. If you cannot locate your account information please contact Stephanie Lewis at [zavacki@usf.edu](mailto:zavacki@usf.edu) or (813) 974-1123 before setting up a new account.

### **Returning Users:** (*DO NOT use the enrollment key ID.*)

- If you are a **returning user**, type your username and password.
- Select "Forgot Password" to look up your account by either an email address or username.
- When the dashboard appears, select **"My Catalog"** to enroll in desired course.
  - Find the course select **"Enroll"**
  - Select **"Choose Session"**
  - Review the Terms & Conditions and select **"Continue"** and **"I Agree"**
  - Select **"Enroll"** to be in "Pending Approval" status while we receive supervisor approval
- Once enrolled the course will appear under new **"My Courses."**

**IMPORTANT:** You may use your personal or business email address. If you create multiple accounts you will not be able to view a complete record of your training history. In some instances, this may require you to retake or restart a training course.

### **New Users Only:**

- If you are a **new user**, select the **"Sign Up"** button.
- In the **"Key Name"** field enter: **fltat**
- Select the **"Sign Up"** button
- Begin by entering the requested information, as well as creating a unique username and password.
- Confirm your new username and password. A copy will also be sent to your registered email.
- When the dashboard appears, select **"My Catalog"** to enroll in desired course.
  - Find the course select **"Enroll"**
  - Select **"View"**
  - Review the Terms & Conditions and select **"I Agree"**
  - Select **"Enroll"** to be in "Pending Approval" status while we receive supervisor approval
- Once enrolled the course will appear under new **"My Courses."**

### **Course Confirmation:**

A logistical email confirmation from the LMS will be forwarded to each registrant with class information, travel and hotel information after your registration has been approved by your supervisor.

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