



## Florida's Transit Operator Training Program

# INSTRUCTOR'S ONE-DAY COURSE IN BUS OPERATOR TRAINING (FT00541)

April 4, 2008

Tallahassee, Florida

### COURSE OVERVIEW

This instructor-led course provides a standardized training program that can be used by any transit service to train qualified, professional bus operators. Instructors are trained in presentation and creative learning techniques, facilitation methods, and adult learning principles for teaching operators skills in vehicle operation, emergency management, and customer relations.

Upon completion of this course, instructors are qualified to train bus operators by the US Department of Transportation. All bus operators trained by these instructors will receive US Department of Transportation certificates from the FTA Office of Safety and Security Transportation Safety Institute upon receipt of a written request from the instructor and submission of the course evaluations and roster. Instructors will receive TSI course materials for vehicle operations, emergency management, and customer relations, plus road training guidelines. Included on the CD-ROM are all manuals, electronic slide set, quizzes, course evaluation form, and certificate request form, authorized by the Federal Transit Administration. Technical support is also available on request.

### COURSE ELEMENTS

- ◆ Teaching in various training environments, the trainer's role
- ◆ Adult learning principles
- ◆ Delivery styles and methods, training aids, using multimedia equipment
- ◆ Facilitation skills, the art of questioning, managing class participation
- ◆ Team teaching
- ◆ Training strategies, the environment, class configuration
- ◆ Role-playing exercises and training presentations, self-evaluation
- ◆ Pre-test, final exam

### WHO SHOULD ATTEND

PREREQUISITE: Individuals who have completed the TSI Instructor's Course in Paratransit Operator Training (FT00530).

### REGISTRATION INFORMATION

The \$100 registration fee for this 1-day course will be paid by the FDOT Transit Operator Training Program. Space is limited, so please register early to avoid disappointment. A confirmation letter will be forward to each registrant with schedule and hotel information. Cancellations must be made 15 business days before class. *The deadline for registration is Friday, February 8, 2008.*

If you would like to attend this session, fill out the form below, and fax to:

**Center for Urban Transportation Research**

**Attn: Molly Buffington**

**University of South Florida**

**4202 E. Fowler Ave-CUT100**

**Tampa, FL 33620**

**(813) 974-3120**

**(813) 974-5168 fax**

**[buffington@ctr.usf.edu](mailto:buffington@ctr.usf.edu)**



**THIS COURSE IS ELIGIBLE FOR THE FLORIDA OPERATIONS NETWORK CERTIFICATION**

**REGISTRATION FORM TO ATTEND  
INSTRUCTOR'S ONE-DAY COURSE IN BUS OPERATOR TRAINING (FT00541)  
APRIL 4, 2008  
TALLAHASSEE, FLORIDA**

REGISTRANT'S NAME \_\_\_\_\_

JOB TITLE \_\_\_\_\_

MAJOR DUTIES & RESPONSIBILITIES \_\_\_\_\_  
\_\_\_\_\_

SUPERVISORS NAME \_\_\_\_\_

EMPLOYER \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_

FAX \_\_\_\_\_

EMAIL \_\_\_\_\_

I PREVIOUSLY ATTENDED THE TSI INSTRUCTOR'S COURSE IN PARATRANSIT OPERATOR TRAINING  
(FT00530) ON \_\_\_\_\_ AT \_\_\_\_\_  
(DATE) (CITY & STATE)

**\*\*PLEASE ATTACH A COPY OF YOUR FT00530 CERTIFICATE WITH YOUR REGISTRATION.**

**Center for Urban Transportation Research**  
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