

AUTOINTERESTS, LLC  
HPDE PROGRAM INSTRUCTOR MANUAL  
2021 SEASON

## PREFACE

You have been specifically selected from strict criteria to work with our drivers and represent our organization because we feel you are capable of meeting our high expectations. As a leading HPDE (high performance driver *education*) organization, we are continuously trying to grow and improve our program. Our strategy is to build upon our program each year with new techniques, technology and approaches. Our efforts are focused on maintaining the highest safety standards and a delivering a high-value, unparalleled learning experience to drivers.

AutoInterests has an impeccable record of safety; *safety should always be the top priority for all involved in our organization and programs.*

**NO RACING:** This is the only page in this manual or in any of our materials that you will see the term *racing* used. **Any usage of that term by your student(s) should be corrected.** We are here to help individuals become safer and better drivers. There is a lot of fun to be had in the process but we want to maintain a safety-focused, non-competitive, educational atmosphere and help our drivers get the most out of their experience.

## INSTRUCTING PHILOSOPHY

Great drivers don't always make great instructors, and great instructors aren't necessarily great racers or the fastest drivers. While driving experience is important, often times a highly successful instructor is one who is a great communicator, or one with experience in education or training outside of the HPDE world. More importantly, great instructors have a passion for the hobby! An instructor looking to give back to the sport is far more successful and effective than one who is only pursuing comp track time. While instructing isn't for everyone, ***there is a considerable amount of fulfillment achieved from sharing knowledge, experience, and insight with drivers and watching them improve!***

We strive to deliver a consistent, measured experience. ***Focusing on the curriculum*** defined in this manual will ensure that returning drivers experience consistency and continuity when they return and inevitably work with a different instructor.

## **CONFIDENTIALITY, COPYRIGHT and INTELLECTUAL PROPERTY NOTICE**

AutoInterests is a privately held organization that wishes to maintain its competitive advantage in the markets where it operates. Protection of intellectual property and internal strategic information is key to remaining an industry leader.

The material in this manual, internal communications, software/systems functionality, classroom presentations, handouts and all other collaterals you will be provided access to in the course of your involvement with our program should be considered confidential and strategic/proprietary information and handled accordingly.

These materials are protected through various methods including but not limited to copyright, service marks and trademarks. No permission is granted to alter, copy, adapt, distribute or otherwise use this information for any purpose other than participating in our program, and this information shall not be made available to any third parties.

Your cooperation is expected in helping us to protect our intellectual property by not sharing, copying or distributing these materials or internal information. AutoInterests will use all available legal remedies to protect its private information and intellectual property.

Any information, methodologies, techniques or feedback you provide to us may be incorporated or added to our curriculum or other materials. By participating in the program you agree to release all rights to information provided to us and allow AutoInterests a perpetual right to use and share this information at its own discretion without any expectation of, or entitlement to, additional compensation beyond the benefits of our instructor program.

## OUR TEAM

These are some of the key individuals within our organization that you will likely interact with at each event. Note: Jon is generally always the classroom instructor at each event and will be a key point of contact for in-car instructors.



**Jason Kennedy**  
*President*



**Sarah Kennedy**  
*Vice President*



**Jon Webber**  
*Education Director*



**Rick Hoback**  
*Chief Instructor*



**Ed Collazo**  
*Chief Instructor*



**Chrissy Glassburn**  
*Safety Steward &  
Grid Manager*



**Marius Marcu**  
*Tech Inspection  
Manager*



**Tyler Boggs**  
*Grid/Pit Out*



**Andrea Marcu**  
*Customer Service*



**Barb Kennedy**  
*Hospitality*

## INSTRUCTOR LEVELS

You likely noticed that a “Level” was indicated when you received your approval to instruct with AutoInterests. The level system exists to ensure that our instructors are qualified, aligned with our program, supported, incentivized and committed.

Those who demonstrate success, generate positive reviews, perform well and remain in good standing are considered for advancement. Advancement is accelerated for those who go above & beyond or help out in other areas (tech inspection, car control, classroom, curriculum building, etc.). A minimum instructed days per season must be reached to move up levels. This minimum is generally 30-40% of total event days offered per season. At the end of each season, our core staff, owners and chief instructors evaluate instructors based on the above criteria and will notify you of any approved level changes.

*This table provides a definition of each of our instructor levels (aside from Chief Instructors who are our decision makers for these assignments):*

<b>Level 1</b>	<ul style="list-style-type: none"> <li>• Brand new to instructing</li> <li>• Required to have a mentor Senior Instructor for first event instructing</li> </ul>
<b>Level 2</b>	<ul style="list-style-type: none"> <li>• Instructors with light experience</li> <li>• Advancement of Level 1 instructors who have demonstrated success and positive reviews, approved to solo by mentor</li> </ul>
<b>Level 3</b>	<ul style="list-style-type: none"> <li>• Moderately experienced instructors</li> <li>• Advancement of Level 2 instructors who perform well and receive good reviews</li> <li>• Must meet minimum days per season to maintain</li> </ul>
<b>Level 4</b>	<ul style="list-style-type: none"> <li>• Experienced instructors</li> <li>• Demonstrate dependability and dedication</li> <li>• Advancement of well performing Level 3 instructors in good standing</li> <li>• Must meet minimum days per season to maintain</li> </ul>
<b>Level 5</b>	<ul style="list-style-type: none"> <li>• Very experienced instructors</li> <li>• Permanent status for previous Chief and Senior</li> <li>• Advancement of well performing Level 4 instructors in good standing</li> <li>• Must meet minimum days per season to maintain</li> </ul>
<b>Senior Instructor</b>	<ul style="list-style-type: none"> <li>• Extremely experienced instructors</li> <li>• Materially contribute to program improvements</li> <li>• Mentor other instructors</li> <li>• Strongly embody and demonstrate AI values</li> <li>• Consistently attend vast majority of events per season</li> <li>• Hand-selected for high performance and contributions</li> </ul>

### **RUN GROUPS**

Run groups have been updated effective for the 2021 season for clarity.  
We operate using the run groups defined below:

<b><i>Acclimation</i></b>	<ul style="list-style-type: none"> <li>• Brand new to road course driving, “get your feet wet” beginner program</li> <li>• <b>TWO on-track sessions, with instructor</b></li> <li>• 3 classroom sessions</li> </ul>
<b><i>First-Timer</i></b>	<ul style="list-style-type: none"> <li>• Brand new to road course driving</li> <li>• Full day program, EXCEPT end of day open session</li> <li>• <b>FULL DAY in-car instruction</b></li> <li>• Car Control sessions (where available)</li> <li>• Classroom Instruction</li> </ul>
<b><i>Novice</i></b>	<ul style="list-style-type: none"> <li>• Drivers in this group have SOME experience, but not necessarily much, previously approved to drive solo</li> <li>• Full day program</li> <li>• <b>SEVERAL in-car instruction sessions, not all</b></li> <li>• Car Control sessions (where available)</li> <li>• Classroom Instruction</li> </ul>
<b><i>Novice Solo</i></b>	<ul style="list-style-type: none"> <li>• These drivers may solo, but not yet ready for intermediate. They are on track at the same time as instructed Novices.</li> <li>• Full day program</li> <li>• <b>NO in-car instruction sessions, SOLO</b></li> <li>• Car Control sessions (where available)</li> <li>• Classroom Instruction</li> </ul>
<b><i>Intermediate</i></b>	<ul style="list-style-type: none"> <li>• Reasonably experienced drivers</li> <li>• Knows lines and very comfortable/safe solo</li> <li>• See skills guide</li> <li>• Generally self-study with minimal instructor guidance for technical skills</li> <li>• Run Group Leader assigned to assist</li> </ul>
<b><i>Advanced</i></b>	<ul style="list-style-type: none"> <li>• Very experienced solo drivers</li> <li>• Knows lines and maintains confident brisk pace on track</li> <li>• Self-study with minimal instructor guidance for technical</li> <li>• Run Group Leader assigned to assist</li> </ul>
<b><i>Instructor</i></b>	<ul style="list-style-type: none"> <li>• Dedicated group for instructors</li> </ul>

## **EXPECTATIONS**

AutoInterests expects our instructors to perform to the highest standards. We want our instructors to promote SAFE, smooth and proficient driving. Our instructors shall follow our procedures, and uphold all safety guidelines. ***Instructors are expected to immediately bring to our attention anything that may compromise safety or present a hazard.***

**INSTRUCTORS ARE OUR FIRST LINE OF DEFENSE WITH SAFETY MATTERS.** IF YOU ARE UNCOMFORTABLE FULFILLING ANY EXPECTATIONS IN THIS GUIDE, PLEASE LET A CHIEF INSTRUCTOR KNOW IMMEDIATELY. **YOU ARE FULLY EMPOWERED TO CONTROL ANY SITUATIONS THAT PRESENT A SAFETY RISK INCLUDING MAKING A DRIVER SLOW DOWN AND/OR EXIT THE TRACK. YOU WILL BE FULLY SUPPORTED BY THE ORGANIZATION WITH ANY SAFETY DECISIONS YOU MAKE.** CHIEF INSTRUCTORS WILL ASSIST YOU IN ANY SITUATIONS THAT MAY ARISE, PLEASE KEEP THEM INFORMED.

We expect our instructors to be **on time to all scheduled meetings and promptly meet student drivers at grid**, and perform any other agreed duties in a prompt and timely manner. While in car, instructors must be attentive to the student's attitude and emotional state, as well as the car's condition on-track, all while positively promoting skill development.

We expect our instructors to:

- Be able to consistently explain repetitive driving cues to students while in-car ("on the brake", "off the brake", "turn in", "apex", "on the gas", etc.).
- Be able to focus on coaching a single element as needed (for example, how to take a specific corner at a given track)
- Notice and correct common Novice behaviors (failing to watch mirrors, death grip, shuffling hands, etc.)
- Determine student expectations, car modifications, tire types, and other key

information prior to going on track

- Ensure students understand the fundamentals of safety, flags, etiquette and other basics before going on track
- Provide concise, prompt feedback to students following on-track sessions, allowing them to ask any questions they may have
- Be mentally be prepared to COMMAND and CONTROL students as needed, especially to address any risky or unsafe behavior

### **CONTINUOUS IMPROVEMENT**

We utilize student surveys to continually evaluate instructor performance (in car, in class, and event feedback). It is imperative that our instructors continue to perform as required, and we use student feedback in determining this. Instructors that receive repeated low ratings from students will not be considered for future instruction opportunities. Those with the highest ratings will receive invitations to special private events, instructor-only driving time at events and other privileges.

### **STUDENT MATERIALS**

We provide a packet with a track map, flag sheet, **checklist version of the driving curriculum** and other information to all Acclimation Program participants, First Time and Novice drivers. This should be used consistently to note areas of improvement, explain how to approach different areas of the track, etc. ***Please adhere to the curriculum as stated in this manual and utilize the “My/Instructor Learning” online tool.***

### **EVENT FORMAT**

There is a **mandatory Instructor meeting at 7:30am at each event** (unless noted otherwise, please verify the event schedule) where we will review instructor/student pairings, note any special considerations for the day and make sure all instructors are properly equipped for the event. It is imperative that you attend this meeting as critical logistics and other items will be covered related to the day’s activities.



There will be a Classroom Instructor assigned for each day. Any matters related to pairings or items to be covered in the classroom sessions should be directed to this person.

Acclimation, First-Timers and Novice drivers will begin their instruction experience in the classroom immediately following the general driver's meeting. Instructors must remain in the classroom for a roll call with students and to ensure the Classroom Instructor is satisfied that all students are appropriately paired and have been introduced to their instructors. Included in this manual is a summary of items covered in the classroom so these can be supplemented with the in-car instruction.

## **CURRICULUM**

We have developed a curriculum through a process of surveying our instructor pool to determine what skills each level of driver should possess. Please familiarize yourself with this material and use it to guide the topics/techniques covered with your students and, most importantly, ***use this as a guide to determine when to advance drivers to different run groups***. Subjectivity to run group placement should be minimized and using these competencies is a key component. ***PLEASE DO NOT DEVIATE FROM THE CURRICULUM – CONSISTENCY IS KEY!***

Implemented in 2020, our online “My Learning” system shall be utilized by both drivers and instructors to track and evaluate progress throughout each skill level. Included in your instructor packet at each event is a cheat sheet on how to use this system. **(Instructors use the “Instructor Learning” tab located within your profile page on autointerests.com.)** If you need any assistance, please ask a chief instructor or staff at Hospitality. It is vital that everyone use this system, and the benefits are huge to both the driver and instructors!

### “Mastering”

Throughout the curriculum there are references to “mastering” the listed competencies. Our definition of mastering is for drivers to successfully execute/demonstrate the competency at least 80% of the time a scenario involving the competency is encountered.

**FIRST-TIMERS (and Acclimation Program)** drivers need to work on the below competencies, and *prove to have mastered them before being approved to move to the Experienced (Solo) Novice group*. In this run group, the first two sessions are pace-controlled for acclimation and learning purposes. **Our objective is for any first-timer to have successfully mastered all of these competencies by the end of their first full day of the HPDE program.** Acclimation students likely will not master all of these as they will have substantially less track time to work on them.

Here are the First-Timer and Acclimation competencies:

#### Skill Group A

["Safety First" attitude](#)

[Driving position - seat position/ability to reach pedals, etc.](#)

[Following all rules and directions as set by policies and event officials](#)

[Good sportsmanship and demeanor with participants and officials](#)

[Hand position on steering wheel](#)

[Knowing what flags mean](#)

#### Skill Group B

[Ability to accept criticism constructively/good attitude, coachability](#)

[Acknowledging flags](#)

[Appropriate grip on steering wheel](#)

[Knowing corner worker locations](#)

[Mirror position](#)

[Quickly and appropriately responding to flags](#)

[Vehicle performs adequately and safely prepared](#)

#### Skill Group C

[Consistently seeing and appropriately responding to flags](#)

[Not getting competitive](#)

[Passing on correct side](#)

[Safely executing a pass](#)

[Upshifting](#)

**NOVICE** drivers should have already mastered ALL of the above First-Timer/Acclimation competencies and then will begin to work on the additional ones listed below. Drivers in this group are expected to have prior road course driving experience in an HPDE format. If you find out this is not the case, you can discuss moving your student to the first-time run group with the classroom instructor or chief instructors. Novice drivers get several sessions of instruction each day, but will NOT have an instructor for every session, if you feel your novice cannot handle being solo, speak with the classroom instructor or chief instructors.

Novices should be working on mastering the below competencies:

#### Skill Group A

[Ability to learn and apply instructor feedback](#)  
[Basic mechanical knowledge of car](#)  
[Identifying when NOT to take a pass](#)  
[Identifying when to take a pass](#)  
[Leaving nannies \(traction/stability control\) on when appropriate](#)  
[Mirrors - watching but not dwelling in](#)  
[Not shuffling on steering wheel](#)  
[Passing flag drills](#)  
[Throttle lift after giving point-by, not drag racing](#)

#### Skill Group B

[Checking gauges](#)  
[Generously giving point-bys as appropriate](#)  
[Identifying early apex](#)  
[Identifying late apex](#)  
[Identifying when NOT to shift](#)  
[Identifying when to shift](#)  
[Knowing when car behind is faster and giving point-by promptly in appropriate zone](#)  
[Not following car ahead, driving own line](#)  
[Not target fixating](#)  
[When to accelerate \(give the car gas\)](#)

#### Skill Group C

[Clarity of point-bys, pit signals or other communications](#)  
[Consistent straight-line braking](#)  
[Determining appropriate passing sides when giving a point-by](#)  
[Engaging in consistent, predictable driving](#)  
[Finding appropriate braking points](#)  
[Following an appropriate driving line and understanding its importance](#)  
[Looking far enough ahead](#)  
[Maintaining appropriate car spacing, enough to get a point-by but still safe](#)  
[Situational awareness](#)  
[Successful ability to create achievable goals per session/day/event](#)

#### Skill Group D

[Ability to "self-evaluate" and recognize errors independently](#)  
[Appropriate timing of point-bys or other communications](#)  
[Appropriate tire pressures/ability to adjust as needed](#)  
[Appropriately adjusting rate of steering input](#)  
[Can identify turn numbers with reference points in discussion/review](#)  
[Commitment to a turn](#)  
[Identifying lift-induced oversteer](#)  
[Looking where you want the car to go](#)  
[Mental preparedness/focus](#)  
[Mirror tap to indicate imminent point-by for car behind](#)  
[Not braking in corners \(excl. trail braking\)](#)  
[Not over-driving or being overly-aggressive](#)  
[Safely re-entering the track after going off](#)  
[Self-awareness and communication of learning preference - audibly, visually, example, etc.](#)

**NOVICE SOLO drivers** must have *mastered 100% of the First-timer/Acclimation competencies AND at least 75% of the above Novice competencies*. Instruction is by request only to Novice Solo drivers and is not always available.

Novice Solo drivers will continue to refine and work on any remaining unmastered Novice competencies PLUS the below competencies:

### Competency

#### Skill Group A

[Downshifting](#)

[Handling 2-wheels off Smoothly](#)

[Handling a slide or spin](#)

[Managing going off-track safely](#)

[Not being pressured by traffic behind](#)

#### Skill Group B

[Adjusting target/reference points \(turn-in, brake, etc.\)](#)

[Appropriate brake inputs while cornering](#)

[Appropriate throttle inputs while cornering](#)

[Not coasting](#)

[Recognizing "greasy" tires](#)

[Recognizing imminent over/understeer and appropriately correcting](#)

[Throttle technique - smooth delivery](#)

[Understanding and adjusting to \(corner\) camber changes](#)

#### Skill Group C

[Handling adverse weather](#)

[Knowing when to save vs. let the car go off-track](#)

[Recognizing driver fatigue](#)

[Recognizing hazardous conditions and adjusting accordingly](#)

[Recognizing signs of a mechanical failure and limping in](#)

[Smooth overall transactions - braking-to-steering-to-throttle](#)

[Understanding and adapting to elevation change](#)

[Understanding on-line vs. off-line and when to use each](#)

**INTERMEDIATE drivers** must have *mastered 100% of the First-timer/Acclimation competencies AND at least 75% of the Novice & Novice Solo competencies.* Instruction is by request to intermediate drivers and is not always available.

Intermediate drivers will continue to refine and work on any remaining unmastered Novice/Solo competencies PLUS the below competencies:

#### Skill Group A

[Commitment to throttle](#)

[Identify and manage weight transfer of vehicle](#)

[Threshold braking](#)

[Throttle steering](#)

[Trail braking](#)

[Understanding corner types - decreasing radius, standard, double apex, etc.](#)

#### Skill Group B

[Heel-toe shifting](#)

[Overall mastering of car control](#)

[Predicting behaviors of other drivers](#)

[Turning nannies off when appropriate - traction/stability control](#)

[Understanding and applying the "traction/friction circle"](#)

[Using all of the track surface](#)

**ADVANCED drivers** must have *mastered 100% of the First-Timer competencies AND at least 75% of the Novice & Novice Solo competencies AND at least 80% of the Intermediate competencies.* Advanced drivers should continue to refine their skills from all of the previously listed items and beyond.

Advanced drivers who have mastered the listed competencies and have practiced them consistently for at least 2-3 seasons of 7 or more driving days (per season) is encouraged to fill out an instructor application if they have any desire to give-back to the sport and enjoy the benefits of our instruction program.

## COMPATIBLE ORGANIZATIONS

Throughout the run group guide on our website and in other areas we reference ‘compatible organizations’ for run group placement. We consider the HPDE programs from the below organizations to be compatible and aligned with run group placement for AutoInterests:

National Auto Sport Association	Chin Track Days
Hooked on Driving	Porsche Club of America
BMW Car Club of America	Track Daze

Run group placement and driving experience with “open track” groups and similarly unstructured organizations/programs that do not provide driving school curriculum and comprehensive instruction is ***not applicable*** when evaluating run group placement for a driver.

Sometimes a “check ride” is necessary if a driver has prior experience with a non-HPDE/school oriented organization or program but feels strongly about being placed in a higher level run group. Check rides can be coordinated with the classroom instructor or chief instructors.

## INSTRUCTING INTERMEDIATE & ADVANCED DRIVERS

By default, we do not assign instructors to intermediate or advanced drivers as they are expected to be experienced enough that it is not necessary. This does not mean that they couldn’t benefit from instruction.

We maintain group leaders for each of these run groups who patrol and watch for safety concerns or issues that negatively affect our drivers’ on-track experience. Drivers who are not performing as they should in their run group may be pulled aside and assigned an instructor as needed. We may ask you to volunteer to assist as needed with intermediate and advanced drivers.

We encourage all instructors to ‘patrol’ all run groups and report findings to the respective group leaders. Group leaders conduct meetings and download sessions throughout the day to help manage the experience for their group and may also work

with the chief instructors to move drivers to different run groups if appropriate.

### **DRIVING REWARDS PROGRAM**

Our Driving Rewards Program was implemented in 2018. This program helps to encourage good behavior from HPDE drivers. **We need your help to identify and nominate drivers for these prizes, so please be paying attention and nominate any drivers you feel are a good fit. Keep in mind the eligibility and rules requirements.**

Each day of our HPDE program there will be 3 awards available (this is per day, not per event – i.e.- two-day events get double the number of awards available).

- **Safest Driver** – a driver who is consistently cautious, conscientious and exhibits superior competency in safe practices on-track.
- **Most Improved Driver** – demonstrates the most significant improvement in driving skills throughout the day – focus on core smoothness, consistency and technique.
- **Good Sportsmanship** – conducts themselves professionally among other drivers and event staff, embraces feedback, is willing to learn and engages in proper etiquette.

### **Eligibility**

Drivers must remain in “good standing” throughout the duration of the event – they may not receive any “strikes” as defined in our event rules. Drivers can be selected from any run group, except Acclimation.

### **STARTING YOUR DAY OF INSTRUCTION**

Introduce yourself to your student(s) for the day, we encourage you to meet with them immediately following the first classroom session and *establish a rapport to facilitate comfortable and open communication.*

- Get the student to talk about him/herself, what is their occupation/background
- Understand their goals for the day and things they want to learn – **if they have not added any skills to their Hotlist in the learning system, help them to choose 2-3 items** *(the skills in all driver hotlists will be utilized in the classroom to tailor lessons based on what drivers are actually working on today!)*
- Get a feeling for the student’s attitude, instill humility if needed

- Find out their knowledge and skill level (any previous car control, autocross or motorsports experience)
- Listen carefully and use the information gathered to tailor your approach in working with the student
- Use humor to relax the situation or break the ice if needed
- Setup a ride-along for them in your vehicle or another instructor's
- Show interest in the student's vehicle and understand as much as you can about it

### **FIRST-TIMER (AND ACCLIMATION) INSTRUCTION PROCESS**

The sequence of events for novice drivers is as follows:

- Tech Inspection
- General driver's meeting
- Instructor intro/first classroom session
- First on-track session with instructors in-car  
(*pace controlled for First Timer/Acclimation*)
- Classroom session #2
- Second on-track session with instructors in-car
- Classroom session #3
- Additional sessions as scheduled with instructors

#### **First Classroom session**

The first classroom session focuses on the basics. We do not want to cause information overload in new drivers before they have experienced what the track is like. We have found that getting the drivers on-track at a pace controlled speed to better understand the context of the environment is greatly beneficial prior to getting into more technical classroom curriculum.

The following items are covered in the first classroom session:

- Flags and signals
- Passing zones
- Mental preparation, removing distractions, focusing on what you are here to learn and



experience

- Seating position, mirrors, safety restraints/equipment
- Reiteration that there are no timed laps, podium, etc. and that this is a learning environment where each driver will go at the pace they are comfortable with
- Advising the drivers to use the first lap of each session to verify corner worker stations, evaluate track conditions and warm up
- Setting expectations for the first in-car session as described below

### First in-car session

**Before beginning the first in-car session** with your student, be sure to cover these items:

- Review safety restraints and ensure proper use
- Confirm helmet is Snell SA2010 or newer and chin strap secured
- Ensure student has proper seating position to reach the steering wheel and pedals effectively
- Ensure all distractions are removed from the vehicle, Bluetooth phone disconnected, no lap timers, loose items removed, etc.

**During the first on-track session** for First Timer/Acclimation, there will be a pace car leading the group. This is a low speed session for first time drivers to become acclimated with the track conditions. The Experienced Novice group will not have a pace-controlled first session. The following items should be covered during the first on-track session:

- Ask the driver to point out each corner worker station as you pass by them, keep having them do this until they make a full lap without missing one
- Begin to teach the student the driving line appropriate for their vehicle, identifying turn-in, apex and turn out points
- Note braking zones and explain their usage
- Point out passing zones and discuss which side passes should be conducted on in each one (there will be no passing during this first session)
- Ensure the driver knows where pit-out and the checkered flag station are located

### Second classroom session

The second classroom session will consist of a download of how the first on-track session went and address any questions or concerns from the students. After these

items are covered, we will go over classroom materials covering the following:

- Senses
  - Looking where you want to go, not where you are going
  - Feedback from the car – touch & feel
  - Sounds – tires, engine, brakes
  - Smells – brakes, tires, burning
- Maintaining mental focus to reduce anxiety
- Breathing and staying hydrated
- Listening to your instructor and not ‘freezing up’
- Review of passing procedures, zones and signals
- Differences between street and track driving
- Focus on smoothness

### Second on-track session

- Double check all safety related items (restraints, helmet, etc.)
- There will be no pace car this session and you can work with the student to come up to a speed comfortable to them and appropriate for their skill level
- At least one pass should be completed/experienced during this session
- Observe the driver’s situational awareness, point out items and make corrections as needed
- Continue to work on the driving line
- Begin to cover these concepts as appropriate:
  - Looking up and ahead
  - Braking technique
  - Throttle technique
  - Smoothness
  - Weight transfer
  - Sounds and smells (brakes, tires, etc)
  - Using “all of the track”

### Third classroom session

The final classroom session will again begin with a download and Q&A. Materials covered will be slightly more advanced:

- How to navigate a corner

- Technical explanation and diagrams of turn in, apex, exit
- Basic terminology – the line, oversteer, understeer
- Reminder of emphasis on safety
- Explanation of violations/strikes and penalties
- A video or two of an instructor taking the proper line on the course if available
- Final Q&A

### Car Control Exercises

We offer car control exercises to novice drivers – these are noted on the schedule for the day, when available. Only certain venues have the facilities to accommodate car control exercises, so they will not always be available or may vary. Some instructors may be asked to assist with organizing and overseeing these activities.

Car Control exercises are designed and overseen by the classroom instructor who will observe students going through various drills and provide feedback and coaching. We encourage you to participate with your students and/or observe to maintain continuity of information flow and feedback.

If you have any suggestions or input for the car control exercises, please bring them to the attention of the classroom instructor. **Drivers may ONLY use the car control area with instructor supervision at the scheduled times.** If you feel your student would benefit from additional time working on car control, this can be arranged with the classroom instructor.

### Additional on-track sessions

The third on-track session should get the student up to slightly more speed and being to focus on areas of improvement needed by that specific driver. The basic concepts should be well understood. Situational awareness and fundamentals of safety should be established. Continue to work with your student for the duration of the day working with them on their specific areas of need.

Please provide continuous feedback to the Classroom Instructor and Chief Instructors. If needed, we will conduct additional classroom sessions, download sessions or driver's meetings as appropriate for how the group is performing.

## Flag Drills

We typically conduct flag drills during the afternoon on-track sessions, this may occur in any/all run groups and are unannounced. Flag drills may ONLY be authorized by the Classroom Instructor for the novice or first-time group and Chief Instructors for any other groups. If you feel a flag drill is warranted or needed please make the recommendation to the appropriate authorized instructors to conduct. Any drivers that do not respond appropriately will be noted and black flagged to come in for a review with their instructor or group leader.

## Open/Combined Run Groups end of day session

**Acclimation Program** participants only receive two on-track sessions; **THERE IS NO LONGER AN UPGRADE OPTION.**

**The open/combined session at the end of the day IS NEVER AVAILABLE for Acclimation or First-Time drivers.** The combined/open session is only available to full-day (experienced) “Novice” registrants, Intermediate & Advanced. If you have a novice driver who is entitled to the open/combined session but do not believe s/he is prepared to handle it, inform them that they will be unable to participate and need more experience first. Let the classroom instructor or a chief instructor know if you need assistance. **In all cases, students require an approval sticker to get on track in the open session. Please visit Hospitality WITH your student prior to this session to get them this sticker.**

## Ride-alongs

Instructors are encouraged to take students for rides in instructor vehicles to demonstrate technique and help students get additional exposure to the track environment, this can be done in any run group as appropriate.

Instructors may also drive novice vehicles in the novice run group but this should be kept to a minimum to get the student as much seat time as possible. Sometimes it is necessary to do this to demonstrate certain concepts more clearly, this may be done at the instructor’s discretion and comfort level in doing so.

## Event Staff

Should you need any assistance throughout the day, try to locate the classroom instructor or one of the chief instructors. If you are unable to locate them, proceed to hospitality where the staff will have radios and can locate somebody for you.

## Wrapping up the day

**Please be sure to complete your student's evaluation in the "Instructor Learning" tab located within your profile page on autointerests.com.** This must be done before the day is over, as the system is based on daily learning plans and can not be edited once the day has ended (at midnight). It is a good idea to do this throughout the day as things come up or are noted after each session as to not forget about them.

## Thank you

We appreciate your assistance in helping us provide a safe and successful learning experience for our drivers. Your feedback is always welcome and we invite you to make suggestions to our chief instructors for ongoing improvements to our program.