

Your Guide to Driver Training



We consistently provide 'Training the Right Way'.



At Viamaster Training, we take great pride in our team of exceptionally skilled and experienced instructors, who consistently strive to offer you comprehensive support. Our goal is to ensure you succeed in passing your test on your first attempt.

Our guide has been created to support you throughout each stage of your license acquisition and it would be beneficial to have this with you during your time with us.

Your journey begins today!

Set aside some time to explore this booklet thoroughly and jot down notes.

We hope this preparation will empower you, enhancing your chances of success on your first attempt.

Here's to your bright future in the Transport & Logistic industry



Content Page

Page 1-2	Understand your practical driving assessment
Page 3-4	Whats involved in your test?
Page 5	How is your test marked?
Page 6-7	Independant drive
Page 8	Test conclusion
Page 9	Exit & Entry to an LGV
Page 10-14	Vehicle checks - LGV & PCV
Page 15-17	Who's in whose blindspot?
Page 18	Reversing exercise
Page 19	DCPC
Page 20-24	Show me, Tell me (All Catagories)
Page 25-30	Show me, Tell me (C & CE ONLY)



Understanding the Practical Driving Assessment

What must I take along with me?

- Legitimate Driving Permit
- · Appropriate Attire/adequate footwear for driving
- Eye-wear/Contact Lenses (if necessary)
- 3A Certificate

Before your test begins.

Prior to beginning your examination, the examiner will request that you present your driving licence and will also need you to sign a declaration on the Driving Test report, which will be utilized for evaluating your performance.

At the onset of your examination, you will encounter five safety questions (TWO for C+E) pertinent to your vehicle. These questions will encompass both "Show Me" and "Tell Me" formats, which are elaborated upon later in this quide.

For every incorrect response, a Driving Fault will be noted, up to a total of FOUR. Should you happen to answer all questions incorrectly, a serious fault will be registered.

We encourage you to thoroughly examine the questions. Refer to pages 20 to 27 for your specific category. Following the safety inquiries, you will be assessed on your overall driving skills and the designated exercises included in your evaluation.

3A Reversing exercise

Before your on road driving test you must be assessed on your reversing skills and demonstrate a safe reverse. Once you have practiced this one of our dedicated 3A assessors will complete the examination. You will also demonstrating the Uncoupling and Re-Coupling procedure (if taking a trailer test).

3B On The Road

The assessment involves a drive lasting approximately ONE HOUR, which encompasses an uphill initiation, a downhill commencement, and manoeuvre at an angle. For Categories D and D1, the evaluation will also feature a PCV door exercise, where you must halt at a bus stop as if embarking passengers and perform all necessary checks before proceeding. Should you be undertaking a PCV examination, your instructor will guide you through this process.



What is involved during your driving test?

When you are on the road, your examiner will consistently provide you with instructions that you are expected to adhere to; these directions will be given in a timely manner to allow you to adequately prepare for the required manoeuvres.

The examiner will select test routes randomly, which may lead you to unfamiliar locations not included in your training. It is crucial to remember that this assessment evaluates your driving abilities rather than your memorization of routes. The test routes are intentionally crafted to encompass a diverse range of road and traffic situations.

Throughout your examination, it is crucial to drive in accordance with the methods taught by your instructor. Should you encounter an error, maintain your composure and focus on your current actions rather than fixating on past mistakes. It is possible that your error will not significantly impact your test outcome. Therefore, avoid lingering on any missteps. Keep in mind that your examiner seeks to assess your overall safety standards.

During your examination, you are permitted to make up to 12 driving errors; exceeding this limit will result in a failure. No exceptions exist for serious or dangerous faults, as these will lead to disqualification from the test. Additionally, your examiner reserves the right to terminate the assessment at any moment if they believe you pose a risk to other road users.

What is involved during your driving test? Continued...

DVSA Examiners undergo uniform training to conduct driving assessments, and contrary to common misconceptions, they do not adhere to any predetermined pass or fail quotas. Achieving a satisfactory overall standard will ensure successful completion of your driving test.

Adverse Weather Conditions

After your diligent training, it's only fair that you receive the best chance to succeed in your test. DVSA examiners will not conduct driving tests in poor weather or low visibility for safety reasons. If inclement weather arises on your test day, attendance is still required, and you will be informed about the test's status.

Accompanied on your driving test

You may bring an individual to accompany you during your examination; however, this person must be a minimum of 16 years old and is prohibited from speaking or participating in any capacity during the test.



How Your Test is Marked?

During your test, the examiner will document any driving errors on the DL 25 report. Every element is addressed, so if a fault such as SPEED USAGE arises, it will be noted appropriately.

To pass your test, ensure you have 15 or fewer driving faults and no serious or dangerous ones.

Accumulating numerous minor errors for a single issue may result in it being classified as a significant fault.





Independent Driving

This is a section of your driving test without step by step instructions from the examiner.

You will follow a predetermined route that your examiner has given you and you will also be asked to follow signs for a particular destination. For example:

"I WOULD NOW LIKE YOU TO FOLLOW SIGNS FOR THE TOWN CENTRE UNTIL FURTHER NOTICE."

The examiner will also pull you over on the left and give you a small route to follow before you move away, for example:

"WHEN WE MOVE OFF, I WOULD LIKE YOU TO TURN LEFT AT THE TRAFFIC LIGHTS, THEN AT THE ROUNDABOUT TURN RIGHT, THEN TAKE THE FIRST ROAD ON THE LEFT"

At the end of each independent drive the examiner will resume giving you step by step instructions.



Independent Driving Continued...

It doesn't matter if you don't remember every direction, or if you make a wrong turn, this can happen to the most experienced of drivers.

Independent driving is NOT a test of your orientation or navigational skills.

Driving independently means making your own decisions, this includes deciding when it's safe and appropriate to ask for confirmation about where you are going. If you do ask for a reminder of the directions, the examiner will confirm them to you.

Independent Driving Routes

If you deviate from the independent driving route it won't affect the result of your test providing you don't commit a serious or dangerous fault. If you do go off route, then the examiner will re-route you and continue with the independent drive. You don't need to have a detailed knowledge of the area.



Test Conclusion

Once your test concludes and you return to the test centre, your examiner will provide your results and feedback. You may choose to have your instructor present during this feedback session. While this is entirely up to you, it is advisable, particularly if you did not pass, as it will help your instructor understand areas for improvement for your next test.

Upon successful completion, the examiner will inquire if you'd like to surrender your photocard licence for an automatic reissue. If you agree, your licence will be scanned and sent to the DVLA before being shredded. You'll receive a pass certificate displaying your driving licence number, and your new licence should arrive within 20 working days post-test.

Viamaster training always recommend keeping your licence if you anticipate needing it within 20 days post-test, such as for an upcoming test or car hire during a holiday.

Retaining your licence allows you to send it to the DVLA at your convenience. Instructions for this are on your pass certificate.

You must send both your pass certificate and licence, but the DVLA will not return the pass certificate after updating your licence.

Not Successful

Should you not pass your test, listen well to the examiner's feedback to aid your preparation for the next attempt. Your driving report will indicate the unsuccessful elements, and you may retake the test after three working days, subject to availability.



Safeguarded Entry and Exit for an LGV

To maintain compliance with Health & Safety standards throughout your training, we advise employing secure methods for entering and exiting the vehicle.



Inspect the ground beneath the entry steps for stability. Ensure the area is clear before fully opening your door.

Enter the cab using three points of contact: the bottom step and two grab rails.



Avoid skipping steps to prevent tripping, and maintain grip on the rails until you are securely inside.



When disembarking from the cab, adhere to the reverse sequence of the entry procedure.

Prior to opening your door, ensure you inspect the offside mirror and confirm the stability of the ground beneath you.

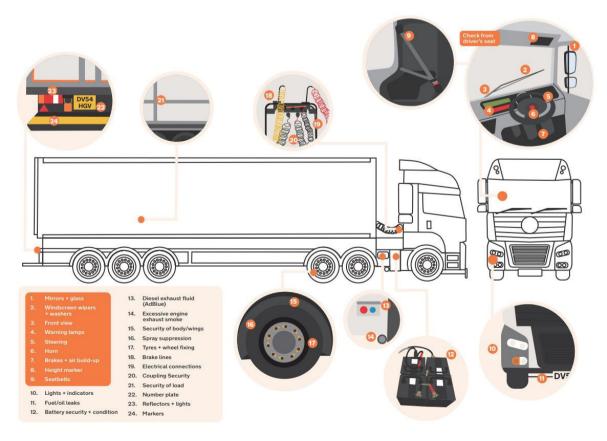
Maintain both hands available to grasp the grab rails while entering and exiting.



Know your LGV Daily Vehicle Walk Around Check

While this will not be a requirement during your examination, it will be addressed as part of your training program. After successfully completing your test and attaining professional driver status, it will be your duty to ensure that your vehicle is both roadworthy and safe for travel.

On your initial training day, your instructor will familiarise you with this process and will monitor your vehicle inspections daily as your training commences.





Know your PCV Daily Vehicle Walk Around Check

While this will not be a requirement during your examination, it will be addressed as part of your training program. After successfully completing your test and attaining professional driver status, it will be your duty to ensure that your vehicle is both roadworthy and safe for travel.

On your initial training day, your instructor will familiarise you with this process and will monitor your vehicle inspections daily as your training commences.



Outside Checks:

All lights and direction indicators are clean, clear, defect free, working, and secure.

Windscreen & side windows are clean, and defect free.

Cab steps secure.

Battery condition & security.

Fuel Tank Security, not leaking, and fuel cap secure.

Security and condition of body panels, side rails, spray suppression, and mudguards.

Tyre tread depth (1mm minimum) damage to tyre walls, correctly inflated.

Wheel nuts not loose or missing (visual check)

Mirrors are clean, defect free, and secure.

Cargo doors are completely closed and secure.

Tail lift (if fitted) is stowed away correctly and secure.

Tail lift (if fitted) is stowed away correctly and secure.

Oil and water levels.

Front and rear Registration plates are clean, and defect free.

Inside Checks:

All warning indicators and gauges are operational.

Wipers and washers functioning properly.

Horn.

Steering assistance ensures minimal play.

Sufficient air pressure.

Seat security and operation.

Seat belt, no cuts or fraying, fully retractable.

Seat belt, no cuts or fraying, fully retractable.

Height marker displayed.

CE Additional Checks:

Air and electrics lines connected correctly and secure.

Landing legs stowed away correctly.

Unit and trailer are securely coupled with safety clip on 5th wheel.

Registration plate fitted on the trailer and matches the one on the unit.

PCV Additional Checks:

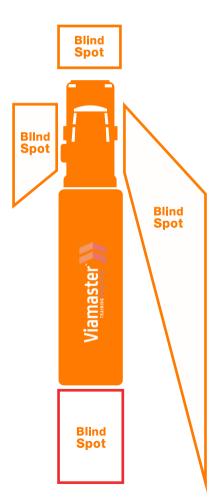
Open the back door
Locate the Glass hammer
Locate the Fire Extinguisher
Is the first aid box present and contents correct?



Who's in whose Blind spot?

As an LGV operator, it is crucial to possess an understanding of blind spot regions that remain unseen in your mirrors. Awareness of these areas is vital for safe driving.

Motorists lacking experience in operating large vehicles frequently find themselves in these blind spots. Therefore, it is crucial to not only rely on mirrors but also to conduct a physical inspection to ensure these zones are unobstructed, particularly during challenging maneuvers.





Who's in whose Blind spot?

Cyclists and Pedestrians

Be vigilant for cyclists and pedestrians, particularly at junctions and crossings where they might change direction.

They can be unpredictable, so stop if needed. Exercise extra caution around young children and the elderly, who may not notice you. Also, watch for loose pets and give cyclists plenty of space.

Emergency Vehicles

You might hear sirens from emergency vehicles, but identifying their direction can be tricky. Continuously check ahead and in your mirrors. While not mandatory, please try to pull over safely if possible, avoiding any obstruction.

Roundabouts & Junctions

As you near roundabouts and junctions, anticipate yielding to other vehicles. Slow down to better observe and decide your next action, but avoid coming to a complete stop unless necessary; aim to keep moving.

Keep an eye out for opportunities, but don't pause to hesitate.



Who's in whose Blind spot? Continued...

Moving Off & Stopping

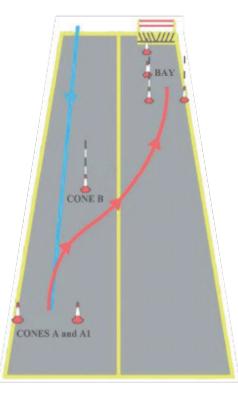
Always be vigilant for indications that a parked vehicle might be preparing to enter your path. As you approach these vehicles, remain alert for signs of "active vehicles," such as sudden activation of indicators or illuminated brake lights are clear indications that someone may be inside. Additionally, it's wise to anticipate that the "active vehicle" could have recently parked, and the driver might open the door without checking their surroundings. To ensure safety, maintain at least the width of a car door between you and the parked vehicle as you pass, when feasible.

It is important to be ready for vehicles that may abruptly halt ahead of you. To ensure you are prepared, maintain a safe distance of at least four seconds from the vehicle in front to allow for any sudden stops.

Always plan your actions and stay aware of your surroundings while driving and anticipate what lies ahead and around your vehicle.



The Reversing Exercise



The reversing maneuver assesses your capability to back the vehicle into a confined area while maintaining comprehensive observation and precise vehicle control. On the day of your assessment, the examiner will clarify the requirements using a diagram similar to the one provided. After explaining the task, he will request your confirmation of understanding before directing you to the starting position located between cones A and A1. The examiner will then signal for you to proceed to that spot. Once you are in place, he will inquire if you are prepared to begin the exercise.

Proceed towards the bay and halt with the back of your vehicle positioned within the designated stopping zone (Yellow box marked with black chevrons).

Subsequently, you need to back the vehicle toward the RED LINE. Ensure that the vehicle remains within the designated boundaries (Yellow lines) and make an effort to avoid hitting any cones or poles.

Ensure you do not reverse excessively, as this could lead to colliding with the barrier located at the back of the stopping zone. Going beyond the designated area, hitting cones or poles, or striking the barrier will result in a significant fault being noted.

It is essential to utilise both mirrors effectively throughout this exercise to ensure you are aware of everything necessary. Additionally, once you begin reversing, you are permitted to make TWO forward shunts to help reposition your truck if you believe you cannot successfully complete the exercise without them.

A single driving fault will be noted for this, irrespective of whether you use one or both shunts.

After you have halted in the designated stopping area, you may exit your vehicle and approach the rear to verify if your position is acceptable. If you choose to do so, ensure that you switch off the engine, follow the proper procedure to exit the vehicle, and securely close the cab door behind you. Should you find yourself outside the required stopping area, the examiner will permit you to re-enter the vehicle and reverse slightly more. However, be mindful that you cannot exit the vehicle again once you do this, so be clear on how much further you need to back up. This is a singular opportunity, and no driving faults will be recorded if you adhere to these instructions.



Driver CPC

The Driver CPC (Certificate of Professional Competence) is a credential established by the DVSA for all HGV and PCV drivers. This qualification is essential if you plan to operate either an HGV or a PCV in a professional capacity. It was launched in September 2008 for PCV drivers and in September 2009 for HGV drivers. The aim is to uphold high driving standards, enhance road safety, and ensure that drivers are consistently refreshing their skills and knowledge.

If you successfully completed a PCV or HGV test prior to the implementation dates, you will possess "ACQUIRED RIGHTS," exempting you from taking the initial qualification assessments (Modules 2 & 4). Nonetheless, you will be required to participate in periodic training throughout your driving career to ensure you continue to drive safely.

All professional drivers are required to undergo 35 hours of periodic training within a five-year span to maintain their CPC status. This training encompasses various topics, including Drivers Hours and the Working Time Directive, as well as Vehicle Maintenance and Safe Vehicle Loading. Individuals who successfully complete an LGV or PCV test, or apply for a license post-implementation dates, will not possess ACQUIRED RIGHTS and must pass Modules 2 and 4 of the initial qualification to drive professionally.

Module 2 & Module 4 Initial DCPC

This assessment consists of two segments: the MODULE 2 case study examination and the MODULE 4 practical evaluation. The case study test for Module 2 resembles the theory test and is conducted on a computer, featuring multiple-choice answers. Conversely, the Module 4 practical test involves a vehicle and is divided into five distinct topics.

- 1. Loading the vehicle safely.
- 2. Security of the vehicle and its contents.
- 3. Preventing criminality and trafficking of illegal immigrants.
- 4. Assessing emergency situations.
- 5. Preventing physical risk and carrying out a vehicle safety check.

It is essential to demonstrate an understanding of securing different types of loads. A trolley equipped with various load securing devices will be available, allowing you to showcase your skills and provide explanations.









Show me, Tell me Safety Questions (All Categories)

The safety check Show Me / Tell Me Questions are asked at the start of your driving test.

You will be asked 5 questions from the list below.

Your answers may require a practical demonstration and explanation. Each question answered incorrectly is 1 minor fault.

If you answer all 5 incorrectly it is a fail.

Questions	Answers	
Q1: Show me how you would check that all doors including cargo doors are secure.	All doors must be closed and locking levers for cargo doors are set in the recommended secured position.	
Q2: Show me how you would check for air leaks on this vehicle.	Charge the air tanks, consult gauges for drops in air pressure. Walk round vehicle listening for any obvious leaks.	
Q3: Tell me the main safety factors involved in loading this vehicle.	The load should be evenly distributed throughout the length of the vehicle so as not to affect control while the vehicle is being driven. Any load must be carried so that it does not endanger other road users. It must be securely stowed within the size and weight limits for the vehicle. The load needs to be secure so that it cannot move or fall from the vehicle when cornering or braking.	
Q4: Tell me how you would check the condition of the reflectors on this vehicle.	Ensure that all reflectors are fitted, clean, and functional (not cracked or broken).	



Questions	Answers	
Q5: Tell me how you would check the condition of the windscreen & windows on this vehicle.	The windscreen and windows must be clean, clear and free from defects. No mascots or sticker that restrict view.	
Q6: Show me how you would check the condition of the mudguards on this vehicle.	As part of daily walk-round check ensure mudguards and spray suppression equipment are secure.	
Q7: Tell me how you would check your tyres to ensure that they are correctly inflated, have sufficient tread depth and that their general condition is safe to use on the road.	Follow manufacturer's guide, using appropriate equipment, check and adjust pressures when tyres are cold. Must have a tread depth of at least 1mm across ³⁄₄ of the breadth of the tread and in a continuous band around the entire circumference. There should be no cuts, damage, or signs of cord visible at the sidewalls.	
Q8: Tell me how you would check the condition of the windscreen wipers on this vehicle.	Windscreen wipers must operate. Blades should be in good condition.	
Q9: Tell me how you would check the condition of the body is safe on this vehicle.	As part of a daily walk-round check, ensure the body is fully roadworthy and there are no significant defects. No loose panels or items, which could endanger other road users. All inspection panels must be secure.	
Q10: Show me how you would check for the correct air pressure on this vehicle.	Ensure gauges are reading the correct pressures for the vehicle and that all warning lights are extinguished, and audible warning devices are not sounding.	
Q11: Identify where you would check the engine oil level and tell me how you would check that the engine has sufficient oil.	Identify dipstick/ oil level indicator, describe check of oil level against the minimum/ maximum markers.	



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Questions	Answers		
Q11: Identify where you would check the engine oil level and tell me how you would check that the engine has sufficient oil.	Identify dipstick/ oil level indicator, describe check of oil level against the minimum/ maximum markers.		
Q12: Show me how you would check the wheel nuts are secure on this vehicle.	A visual check to identify any nuts that are obviously loose, and check that the wheel nut indicators (if fitted) are in alignment.		
Q13: Show me how you would check the operation (specify horn, warning device for reversing) of the audible warning devices on this vehicle.	Demonstrate use of control.		
Q14: Tell me how you would check the condition of the suspension on this vehicle.	As part of a daily walk-round check, suspension should be checked for any obvious signs of deterioration or damage.		
Q15: Show me how you would check that the brake lights are working on this vehicle (I can assist you, if you need to switch the ignition on, please don't start the engine).	Operate brake pedal, make use of reflections in windows, garage doors, etc or ask someone to help.		
Q16: Identify where you would check the engine coolant level and tell me how you would check that the engine has the correct level.	Identify high/low level markings on header tank where fitted or radiator filler cap and describe how to top up to correct level.		
Q17: Tell me how you would check that the headlamps, sidelights & taillights are working.	Explain. Operate switch (turn on ignition if necessary), walk round vehicle.		



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Question	Answer		
Q18: Show me how you would replace the tachograph disc on this vehicle.	Candidate to demonstrate how to insert tachograph disc. Digital tachographs may require an explanation if the candidate does not have a digital card		
Q19: Tell me how you would operate the loading mechanism on this vehicle (vehicle specific tail lift).	Candidates should be able to explain briefly the correct operation and safe working practice of specific machinery fitted to the vehicle, e.g. tail lift, kneeling bus.		
Q20: Show me/ explain how you would check that the power assisted steering is working.	If the steering becomes heavy the system may not be working properly. Before starting a journey two simple checks can be made. Gentle pressure on the steering wheel, maintained while the engine is started, should result in a slight but noticeable movement as the system begins to operate. Alternatively turning the steering wheel just after moving off will give an immediate indication that the power assistance is functioning.		
Q21: Show me how you would check that the direction indicators are working.	Applying the indicators or hazard warning switch and check functioning of all indicators.		
Q22: Identify where the windscreen washer reservoir is and tell me how you would check the windscreen washer level.	Identify reservoir and explain how to check level		
Q23: Show me what instrument checks you would make before and after starting the engine on this vehicle.	Check to make sure all gauges and warning systems are working. Ensure that all gauges are reading correctly and that warning lights/ audible warning devices are extinguished before moving away.		



Question	Answer
Q24: Show me where the first aid equipment is kept on this vehicle.	Candidate to indicate equipment if carried. Where equipment is not present, candidates should be able to explain under what circumstances (i.e. vehicle types, loads carried) it must be provided.
Q25 Show me how you would c to wash and wipe windscreen (t washer and wipers.	ean the windscreen using the Operate control urn ignition on if necessary). windscreen
Q26 Show me how you would set the windscreen demister to clear the windows effectively.	Set all relevant controls including fan, temperature, air direction/ source and heated screen to clear windscreen and windows. Engine does not have to be started for this demonstration.
Q27 Show me how you would switch on the rear fog light(s) and explain when you would use it/them. (No need to exit vehicle)	Operate switch (turn on ignition and dipped headlights if necessary). Check warning light is on. Explain use.
Q28 Show me how you switch your headlight from dipped to main beam.	Operate switch (with ignition or engine on if necessary), check with main beam warning light.
Q29: Are you satisfied that the cab locking mechanism is secure?	Yes



Show me, Tell me Safety Questions Cat C to CE

Question	Answer	
Q1: Tell me how you would check the condition of the body is safe on this vehicle.	As part of a daily walk-round check, ensure the body is fully roadworthy and there are no significant defects. No loose panels or items, which could endanger other road users. All inspection panels must be secure.	
Q2: Show me how you would replace the tachograph disc on this vehicle.	Candidate to demonstrate how to insert tachograph disc. Digital tachographs may require an explanation if the candidate does not have a digital card	
Q3: Tell me how you would operate the loading mechanism on this vehicle (Vehicle specific. eg Tail Lift).	Candidates should be able to explain briefly the correct operation and safe working practice of specific machinery fitted to the vehicle, eg tail lift, kneeling bus	
Q4: Show me how you would check that the wheel nuts are secure on this vehicle.	A visual check to identify any nuts that are obviously loose, and check that the wheel nut indicators (if fitted) are in alignment	
Q5: Tell me how you would check the condition of the windscreen wipers on this vehicle.	Windscreen wipers must operate. Blades should be in good condition.	
Q6: Show me how you would check that all doors including cargo doors are secure.	All doors must be closed and locking levers for cargo doors set in the recommended secured position.	
Q7: Tell me how you would check the condition of the reflectors on this vehicle.	Ensure that all reflectors are fitted, clean, and functional (not cracked or broken	



Cat C to CE Continued...

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Question	Answer	
Q8: Show me how you would check the condition of the mudguards on this vehicle	As part of daily walk-round check ensure mudguards and spray suppression equipment are secure.	
Q9: Tell me how you would check the condition of the suspension on this vehicle.	As part of a daily walk-round check, suspension should be checked for any obvious signs of deterioration or damage.	
Q10: Show me what instrument checks you would make before and after starting the engine on this vehicle.	Check to make sure all gauges and warning systems are working. Ensure that all gauges are reading correctly and that warning lights / audible warning devices are extinguished before moving away.	
Q11: Tell me the main safety factors involved in loading this vehicle.	The load should be evenly distributed throughout the length of the vehicle so as not to affect control while the vehicle is being driven. Any load must be carried so that it does not endanger other road users. It must be securely stowed within the size and weight limits for the vehicle. The load needs to be secure so that it cannot move or fall from the vehicle when cornering or braking.	
Q12: Show me how you would check for air leaks on this vehicle.	Charge the air tanks, consult gauges for drops in air pressure. Walk round vehicle listening for any obvious leaks.	
Q13: Show me how you would clean the windscreen using the windscreen washer and wipers.	Operate control to wash and wipe windscreen (turn ignition on if necessary).	
Q14: Show me how you would set the windscreen demister to clear the windows effectively.	Set all relevant controls including fan, temperature, air direction / source and heated screen to clear windscreen and windows. Engine does not have to be started for this demonstration.	



Cat C to CE Continued...

Question	Answer
Q15: Show me how you would switch on the rear fog light(s) and explain when you would use it/them. (No need to exit vehicle)	Operate switch (turn on ignition and dipped headlights if necessary). Check warning light is on. Explain use.
Q16: Show me how you switch your headlight from dipped to main beam. (No need to exit vehicle)	Operate switch (with ignition or engine on if necessary), check with main beam warning light.
Q17: Show me how you would check that the brake lights are working on this vehicle. (I can assist you, if you need to switch the ignition on, please don't start the engine)	Operate brake pedal, make use of reflections in windows, garage doors, etc or ask someone to help.
Q18: Are you satisfied that the cab locking mechanism is secure?	Yes

The safety check 'Show Me / Tell Me Questions' are asked at the start of your driving test.

You will be asked 2 questions from the list below.

Your answers may require a practical demonstration and explanation.

Each question answered incorrectly is 1 minor fault.

If you answer all 2 incorrectly it is a fail.





Learner	Notes
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Learner	Notes
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Learner	Notes
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Learner Notes

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