

How to Host a **TRAVEL TRAINING GUIDE**



The purpose of travel training is to assist participants in developing the confidence necessary to travel around the Triangle independently. The goal is to share resources with participants that address barriers to transit travel while increasing self-efficacy through a first-hand transit experience. Please note, that this guide is specifically for use while the region’s transit agencies are fare-free.

Take the following steps when planning your next Travel Training:

1. Determine the groups’ familiarity with the transit and transportation system to decide if an in-person or virtual presentation is needed before a transit trip.
2. If providing a pre-tour presentation, include the following topics:
 - Any information that is unfamiliar to participants
 - An overview of available fixed-route services
 - Other transportation options
 - How to access resources
3. Determine a date and any time parameters for the travel training.
4. Decide on a location to meet with the group and a desired destination. I suggest getting a couple of options to help stay within the time parameters set by the group.
5. Plan the transit route to the desired destination, activities there, and return trip. Be sure to include walking instructions, arrival and departure times for all activities (see sample below). Also, be sure to leave time for questions and the unexpected.
6. Select topics to discuss along the route from the list below:
 - How to read a transit map
 - Plan a transit trip
 - How to read a bus stop sign
 - How to tell if you are getting on the right bus
 - Pedestrian safety/facilities
 - Park and ride lots
 - How to exit the bus or ask for the next stop
 - Help while traveling (919) 485-RIDE(7433); the driver; and Real-time tracking
 - Signing up for text alerts
7. Provide a written itinerary of the trip with contact information in case of an emergency or if someone is separated from the group during the tour. The itinerary can be added to a bag participants can carry with other educational and promotional items.

Example:

June 20223 RDU Transit Tour

Friday, June 30, 2023

Please arrive a few minutes before departure for transit routes

Leave RDU Terminal 2 (RDU Shuttle)	9:10 am - 9:25 am
Depart Regional Transit Center (700)	9:30 am - 9:55 am
Walk .3 miles / 10 minutes to Durham Visitor Information Center 212 West Main Street	10:00 - 10:15
Visit Durham Visitor Information Center	10:15 am - 11:00 am
Walk .2 miles / 5 minutes to Bull McCabe’s Irish Pub 427 West Main Street	11:00 am - 11:05 am
Lunch Break	11:05 am - 12:15 pm
Walk .2 miles / 5 minutes to Durham Station 515 West Pettigrew Street	12:15 pm - 12:20 pm
Depart Durham Station to RTC (700)	12:35 pm - 1:00 pm
Depart Regional Transit Center (RDU Shuttle)	1:00 pm - 1:10 pm
Arrive at RDU Terminal 2	1:10 pm

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Educational items to include:

- Emergency Ride Home information
- Bike Safety information
- Bike on Bus instructional card
- GoPerks information
- Route maps - at least for the route traveling during training
- Real-time Tracking information
- How to read a bus stop sign information