



Course Syllabus Forklift Operator Class 1-5 & Class 7

COURSE TITLE

ARA Certified Forklift Operator Training (Class 1-5 & Class 7)

COURSE DESCRIPTION

ARA's Forklift Operator Training program qualifies participants to operate Class 1-5 & Class 7 forklifts regarding OSHA requirements, ANSI standards, and CSA standards.

During this program, the learner will complete the self-paced, online portion through RentalU and then complete the in-person, hands-on portion of the training facilitated by an ARA Certified Forklift Trainer.

LEARNING OBJECTIVES

After completing this program, you will be able to:

- Prepare to operate a Class 1-5 & Class 7 forklift by reading the manufacturer's operation and safety manuals as well as the data plate and load center chart
- Complete a thorough workplace assessment and pre-start inspection of a forklift
- Operate a Class 1-5 & Class 7 forklift in a safe and efficient manner
- Perform the correct parking and shut down procedure for the forklift

PREREQUISITES

To enroll and complete this program, you must:

- Be at least 18 years old
- Have the capacity to speak and read English
- Have the physical and mental ability to operate a forklift

METHOD OF INSTRUCTION AND WORK EXPECTATIONS

The theory portion of this program will be delivered entirely online through the course management system RentalU. You will use your ARA Rental account (provided by an ARA Certified Forklift Trainer) to login to the course from the ararental.org webpage. In RentalU, you will access online lessons, course materials, and resources. The course will take learners approximately 4.5 hours to complete.

The in-person, hands-on portion will be facilitated by an ARA Certified Forklift Trainer and will take learners approximately 4 hours to complete.

COURSE OUTLINE

Theory (online):

- Module 1 – Forklift Standards and Regulations
- Module 2 – Know Your Responsibilities
- Module 3 – Identify the Right Forklift for the Job
- Module 4 – Forklift Controls and Features
- Module 5 – Manuals, Decals, and Placards
- Module 6 – Forklift Safety
- Module 7 – Pre-Start Inspection & Function Check
- Module 8 – Safely Operate a Forklift (Class 1-5 & Class 7)
- Module 9 – Refueling/Recharging

Hands-on Training:

- Review material learned in online training portion
- Perform a workplace hazard assessment
- Become familiar with Class 1-5 & Class 7 forklift component and functionality
- Complete a hands-on evaluation



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EVALUATION AND GRADING CRITERIA

Learners will complete knowledge checks throughout the course. There is a final exam at the end of the online theory portion. Learners must earn 80% or better to pass. Then, the learner will complete an in-person, hands-on training and evaluation. Once successfully complete, the learner will receive an ARA Certified Forklift Operator certification card (Class 1-5 & Class 7). The operator certification expires 3 years after the date of issue.

STANDARD POLICIES

- The learner has 90 days to complete the theory portion after starting the course, and it must be completed at least 48 hours prior to the hands-on training. The in-person, hands-on portion of the training must be completed within 90 days after completing and passing the theory portion. If the learner fails to complete the program within this timeframe, they may be required to repurchase it. The learner can contact the Education Department to request an extension.
- Learners are expected to adhere to the ARA Rental standards for academic integrity. Academic dishonesty in any portion of the academic work for a course/program shall be grounds for removal from the course/program. You are expected to do your own academic work. Failing to do so is scholastic dishonesty. Scholastic dishonesty means cheating on quizzes; engaging in unauthorized collaboration on academic work; taking, acquiring, or using test materials without association permission; or submitting false or incomplete records of prerequisite achievement.
- Learners may not record, livestream, screen capture, or redistribute any materials from this course/program without advanced written consent of ARA. Failure to comply with requirements regarding recordings may result in legal action.

TECHNICAL REQUIREMENTS

The online portion of the course can be accessed via computer or mobile device. Ensure that your device and internet connection meet the technical requirements for the course. Familiarize yourself with the online learning platform and troubleshoot any technical issues promptly.

EDUCATION DEPARTMENT CONTACT

If there are any questions or concerns at any time during the course/program, or to report a problem with RentalU, you can seek assistance from the Education Department via email: education@ararental.org.