GUS says—

1. Always take your foot off the accelerator while you are shifting from first to second or from second to third speeds.

2. Keep your foot on the accelerator when you shift to a lower gear on a hill.

3. Avoid speeding up the car in first—shift to second before the car has gone more than 10 feet.

4. After shifting from first to second or from second to third, be sure that you do not press the accelerator again until the clutch is fully engaged.

5. Never try to shift into reverse gear when the car is traveling forward. Wait till it stops completely.

6. Make sure that the transmission case is filled to the proper level with exactly the kind of lubricant specified by the maker of the car.