

GREENLEE COUNTY

FOOD SAFETY TRAINING



Student Tutorial

Once you have registered as a student and purchased courses, you may use the User ID and Password you created to log in and begin your training. Please follow the steps below to begin.

If you have not registered, please click on the New User Sign Up link to purchase courses or click on the Registration Tutorial link to review the Registration Instructions.

- 1st Go to your web browser and type in:
<http://greenlee.foodsafetytrainingonline.com>
- 2nd Type your User ID and your Password
Then click "Submit". If you do not have a User ID please see directions above.
- 3rd From the "Registered Classes" page, click on the drop down arrow and select the course you'd like to take and click "Continue".
- 4th The class sections will be listed in the middle of the screen. Click on the "Introduction" link to start the course.
- 5th View the lesson and use the navigation buttons on the upper right corner of each screen.
- 6th Once you have reviewed all the sections of the course, you will be directed back to the "Student Menu" page. Click the "Test" button located in the menu on the left of the screen to take the test.

Once you have passed the test, click on the "Go to Certificate" link to print a certificate showing that the class has been completed.

To take another course, click on the "New Class" button and go back to Step 3.

Have questions or need help?

Please contact Melanie Purdy
(800) 956-0333 ext. 1109
MPurdy@learnatvivid.com