

Use this tutorial to learn how to use the new online Food Handler Training Module. Follow the steps and red arrows to navigate through the course.

Step 1: Type the website address into a web browser, such as Internet Explorer: <u>https://vegaspbs.learn.com/snhd</u>







Step 2: Click "click here to register now" to create an account.

Southern Nevada

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HEALTH DISTRICT

Food Safety Training for the Food Handler Safety Train

	2	SELECT L	ANGUAGE	LOGIN
ing Card				

IF YOU ARE NOT YET REGISTERED, please click on the link that says "click here to register now" Recommended Username (for ease in remembering when returning to login): First Initial, Last Name, and the last 4 digits of SSN or Work Card (example: MMouse1234) NOTE: Login information is Case Sensitive

IF YOU ARE REGISTERED, login with your Username and Password. If you forgot your username or login information, please call (702) 799-1010 or email vegasvirtualonline@vegaspbs.org to reset your account.

After logging in, if you are returning to print your completion certificate, go Learning History under the MY LEARNING BOX.

NOTE: IF YOU CREATE A DUPLICATE ACCOUNT AND REBUY THE COURSE, YOU ARE MAKING AN ADDITIONAL PURCHASE AND ARE RESPONSIBLE FOR THE FEES ON BOTH ACCOUNTS.

Please Login	
Username: Password: Enter	If you are not yet registered, click here to register now.
Forgot password?	



Step 3: Complete the required fields with the requested information, and create a user name and password.

Note: The online food safety training is \$20 and payable to Vegas PBS upon course registration. Visa and MasterCard credit, debit and prepaid cards are accepted forms of payment. Clients wishing to pay cash for the online training may do so at Vegas PBS, 3050 E. Flamingo Road, Las Vegas, 89121.

Click the "next" button to complete the registration process.

Register	
In order for you must choose a user name	us to customize your experience and password to identify yourself when you return.
Username:	1
Must be a minimum o	f 7 characters and a maximum of 50 characters.
· Password:	
Must be b	etween 4 and 12 characters in length
Password Again	
(For verification) Photo:	
First Name:	
Last Name:	
- Street 1:	
· City:	
State/Province:	
Postal Code:	
Evening Phone:	
Mobile Phone:	
Email:	
• Gender:	<select one=""></select>
Job Title:	
Profession:	
Occupation:	High School Student
Employer:	
 Last 4 Digits Social Security Number or Work Visa: 	
Date of Birth (MM/DD/YYYY):	
Fields m	harked with a • are Re
	Next
	Next



Step 4: The next page asks you to select a security question and answer it. (It is important to have a security question in case you forget your username and/or password.) The default question is, "What was the color of your first car?" Once you provide the answer, select the "next" button.

On the next screen, click on "English, Español, Russian, Tagalog, Traditional Chinese or Arabic" to start the course.





Step 5: Click on "Buy."







Step 6: Click on "Checkout."



) Shoppin	ng Cart			 	Return to the Lear	nCenter
	view cart	billing info	place order	confir	mation	
Items				Quantity	Purchasing for other user	
Food Safety fo Access period \$20.00	or Food Handlers 1 365 days			1		*
Coupon/Dis	scount Code:	Apply		Up	date Cart Cheo	ckout
Have a license? Items remain in your After two consecutive	Click here to activate shopping cart for the duration e hours of inactivity, your car	of your session t and its contents will be deleted				



Step 7: Make sure the "Use a credit card" button is marked and enter the billing information. (Note: You may have another individual pay for you, but the billing information <u>must</u> match the cardholder's information where he/she receives their billing statements.). Once complete click on "Continue."

					Deservation for		
Items				Quantity	other user	Price	Total
Food Safety for Food H Access period 365 day	landlers and Child Car 'S	e Workers		1	No	\$20.00	\$20.00
						Subtotal Total	\$20.00 \$20.00
							Edit cart
Use a credit card							
BILLING INFO	RMATION						
Full Name	as it appears on your card						
Street 1							
Street 2							
City	Las Vegas				Be sure	to select U	NITED
Country	[Select one]		• ←		STATES	from Count	try drop
State/Province	[Select one] ·						
Zip/Postal Code					down m	ienu and th	e
					appropr	riate STATE	from the
Apply Towards President	urchase Order				Ctate (D	naviaaa dua	n davun
PO INFORMAT	ION				State/P	rovince aro	p down
PO#	1	-			menu		
Country	[Select one]						
State/Province	[Select one] +						
							Continue
ma remain in your shopping o	art for the duration of your se	asion.					
her two consecutive hours of a	nactivity, your cart and its cor	ntenta will be deleted					



Step 8: Select "Credit" and click on "Submit"
NOTE: PayPal is not a valid option; you must choose "Credit"





Step 9: Enter the credit card information and click on "Continue."

NOTE: Be sure to select the appropriate card type using the drop down menu.

redit Card	Information
arde Accontod	*
ard Type:	visa - Discover - American Express - MasterCard
aru type.	Discover -
xp Date:	09 • / 2012 • •
insaction is processe	d correctly, please refrain from using International Characters.
VERIFY	a correctly, please refrain from using International Characters. >> Continue Reset



Step 10: Enter CSC number and verify the remaining Billing Information, then click on "I Authorize this transaction."

Order Infor Total Amount:	mation \$20.00	
Credit Card	d Information	
Card Number: Cards Accepted: Exp Date:	42222222222 Visa - Discover - Americ 04 - / 2014 -	can Express - MasterCard
CSC:	123	
Billing Info	rmation	
Name:	SNHD	•
Address:	330 S. Valley View	-
City:	Las Vegas	-
State:	NEVADA	
Zip Code:	89106	-
Country:	US	
Phone:	759-1394	
Email:	snhdpublicinformation(•
Required field lease note that we o ansaction is processe	nly support the US-English ch id correctly, please refrain from	aracter set. In order to ensure that yo n using international Characters.
	I Authorize this transaction	on Reset



Step 11: Confirm that the information is correct and then click "Submit Transaction for Processing."

Card Number	1024102410241024		
Card Number.	1234123412341234		
Exp Date:	0114		
CSC:	123		
Total Amount:	\$20.00		
Bill To:	SNHD		
	330 S. Valley View Blvd.		
	Las Vegas NEVADA 89106		
	US		
	759-1394		
	snhdpublicinformation@SNHDMAIL.ORG		
Su	bmit Transaction For Processing << Back		
Su	bmit Transaction For Processing <- Back		



Step 12: Click "Return to Learn Center"



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Step 13: Click on "English" link under Get Started.

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Southern Nevada HEALTH DISTRICT



SELECT LANGUAGE

LOGOUT

Food Safety Training for the Food Handler Safety Training Card

Home

MY LEARNING

Learning History

GET STARTED

Food Safety Training Course

Choose course language:

<u>English</u>

<u>Español</u>

<u>Russian</u>

<u>Tagalog</u>

Traditional Chinese

<u>Arabic</u>

Welcome HC,

The Food Safety Training course was developed to provide convenient training for food handlers who need to obtain or renew their Food Handler Safety Training Card in Southern Nevada. The training must be completed before you apply for the card. The training is offered through Southern Nevada Public Television/Vegas PBS. Should you need more than one session to complete the training, simply log off. The next time you log on, click on **"Learning History"** to re-launch the course where you left off.







Step 14: Click the link that says "Click here to launch the course..." and the course will launch in a new window.





Step 15: Click on "Introduction" to launch the course.

FOOD SAFETY FOR F	OOD HANDLER!	
· Hate of contents	Table of Contents	
	Click on the section links below to start or review a section.	
	1. Introduction	
	2. Introduction to Ensuring Adequate Cooking Temperatures	
	3. Function and Use of Thermometers	
	4. Calibrating a Thermometer	
	5. Temperatures, Times, and Thermometer Placement	
	6. Cleaning a Thermometer	
	7. Introduction to Preventing Contamination	
	8. What is Contamination?	
	9. Preventing Contamination During Receiving and Storage	



Step 16: Use the arrows in the red box to move through the course. You may also need to use the scroll bars (indicated by blue arrow) to view the arrow buttons. Each time you complete a section, you will return to the table of contents.





Step 17: Click on "Proceed to Assessment" to take the final exam.

Online Education

Congr	atulations
Congr	
You have completed reviewing the course m	naterial and may now take the course assessment.
If you wish to review, click on the section links below.	This assessment contains questions about the material you have just learned.
1. Introduction	
2. Introduction to Ensuring Adequate Cooking Temperatures	
3. Function And Use of Thermometers	
4. Calibrating a Thermometer	Proceed to Assessment
5. Temperatures, Times and Thermometer Placement	After you have completed the assessment, you will be able to see your results.

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Step 18: The final exam is comprised of 34 multiple-choice questions. Select the best answer and click on the circular button in front of the question (indicated by blue arrow). Be sure to answer all of the questions.

Click on the "Submit Responses" button to complete the test.

Unime Education	
2. from 135° F to 70° F in 2 hours, and	from 70° F to 41° F in 2 hours.
O 3. from 135° F to 70° F in 4 hours, and	I from 70° F to 41° F in 2 hours.
4. from 135° F to 70° F in 2 hours, and	I from 70° F to 41° F (21°C to 5°C) in 4 hours.
32. After using the bathroom the finger tip	s and hands must be scrubbed for a total time of:
1. 10 seconds.	
2. 20 seconds.	
3. 30 seconds.	
4. 15 seconds.	
33. Your facility is in process of receiving	some refrigerated foods. How can you verify that they are below the danger zone of 41°F?
1. Feel them with your gloved hands.	
2. Ask the delivery person if they have	been kept cold.
③ 3. Check them with a calibrated therm	ometer.
4. Put them immediately into the coole	er.
34. After tasting food with a plastic spoon	, the spoon should be
I. placed with the eating surface down	n on a table.
2. placed back into the food.	
③ 3. placed with the eating surface up or	n a table.
4. discarded.	



Step 19: Click the "OK" button twice to view your score.

169 Total		
Online Education Online Education I. as quickly as possible. 2. from 135° F to 70° F in 2 hours, and from 70° F to 4 3. from 135° F to 70° F in 4 hours, and from 70° F to 4 4. from 135° F to 70° F in 2 hours, and from 70° F to 4	1° F in 2 hours. 1° F in 2 hours. 1° F (21°C to 5°C) in 4 hours.	
 32. After using the bathroom the finger tips and hands mu 1. 10 seconds. 2. 20 seconds. 	st be scrubbed for a total time of:	
 3. 30 seconds. 4. 15 seconds. 33. Your facility is in process of receiving some refrigerat 	Message from webpage	e of 41°F?
 1. Feel them with your gloved hands. 2. Ask the delivery person if they have been kept cold. 3. Check them with a calibrated thermometer. 4. Put them immediately into the cooler. 	Your exam results are being graded. Click OK to continue.	
34. After tasting food with a plastic spoon, the spoon sho		
 1. placed with the eating surface down on a table. 2. placed back into the food. 3. placed with the eating surface up on a table. 4. discarded. 		
Rec	cording your responses	



Step 20: Click on the "Next" button to complete the training process.

Food Safety for Foo	d Handlers			
Exam Results				NEXT
	Total Questions: 34	Number Correct: 30	% Correct: 88%	
	Exam Resu	t: Completed	(Required: 70%)	
Please review the questions you miss	sed below.	ake the exam when w	u are ready	
Please review the questions you miss If your "% Correct" score above is les CLICK THE NEXT BUTTON	sed below. Is than 70%, you may ret	ake the exam when yo	u are ready.	
Please review the questions you miss If your "% Correct" score above is les CLICK THE NEXT BUTTON	sed below. s than 70%, you may ret ON THE RIGHT 1 Ansy	ake the exam when yo TO CONTINUE. vers and Explanatio	ou are ready. ns	
Please review the questions you miss If your "% Correct" score above is les CLICK THE NEXT BUTTON Question / Cor	sed below. Is than 70%, you may ret ON THE RIGHT T Answ rect Answer	ake the exam when yo TO CONTINUE. vers and Explanatio	ou are ready. ns Explanation	



Step 21: Click on the close window box to exit the course (picture 1) and return to the course landing page (picture 2).





Step 22: Click on the blue square icon to return to the homepage.





MY LEARNING

GET STARTED

Choose course language: English Español

Russian

Tagalog

Arabic

Learning History

Food Safety Training Tutorial

Step 23: Click on "Learning History" to access the Certificate of Completion.

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SELECT LANGUAGE LOGOUT

2



Welcome HC,





Check out the FAQs for answers



HOME

Food Safety Training Tutorial

Step 24: Click on the first icon under "Actions" to open the Certificate of Completion.



Learning History

Learning History

MY LEARNING

GET STARTED

Food Safety Training Course

Choose course language:

English

Your Courses Completed									
1 record available, showing 1-1									
Title	Date Started	Date Completed	Last Viewed	Score	Expiration Date	Actions			
<u>Food Handler</u> Safety Training	7/6/2012 6:44 PM (UTC-07:00)	7/6/2012 8:02 PM (UTC-07:00)	9/20/2013 12:48 PM (UTC-07:00)	74%	N/A				



Step 25: The certificate (picture 1) will open in a new window. Click the print button (picture 2) to print your certificate.

Picture 1: Certificate of Completion



HC OPERATOR

has completed and successfully passed the requirements of the

Food Handler Safety Training

on July 6, 2012



NOTE: THIS IS YOUR CERTIFICATE OF SUCCESSFUL COMPLETION OF YOUR REQUIRED FOOD HANDLING SAFETY COURSE REQUIRED TO OBTAIN YOUR FOOD HANDLER CARD FROM THE SOUTHERN NEVADA HEALTH DISTRICT. THIS IS NOT A FOOD HANDLER CARD. TO RECEIVE YOUR CARD VISIT ONE OF THE OFFICES BELOW.

July 6, 2012





Step 26: After printing the certificate, take it to one of the Southern Nevada Health District locations currently processing Food Handler Safety Training Card applications:

Southern Nevada Health District

330 S. Valley View Blvd., Las Vegas, NV 89107 Monday – Friday, 8 a.m. – 4:30 p.m., *No applications will be accepted after 4:15 to allow time for processing.* (702) 759-1099

Henderson Public Health Center

520 E. Lake Mead Pkwy., Henderson, NV 89015 Monday - Friday, 8 a.m. - 4:30 p.m. *No applications will be accepted after 4:15 to allow time for processing.* (702) 759-1515

Mesquite Public Health Center

830 Hafen Lane, Mesquite, NV 89027 Monday - Friday, 8 a.m. – 4 p.m., closed noon – 1 p.m. *No applications will be accepted after 4:15 to allow time for processing.* (702) 759-1682 (*if calling from Mesquite dial direct 346-9161*)

East Las Vegas Public Health Center

560 N. Nellis Blvd., Suite E12, Las Vegas, NV 89110 Monday – Friday, 8 a.m. – 4:30 p.m. *No applications will be accepted after 4:15 to allow time for processing.* (702) 759-1340

North Las Vegas Public Health Center

955 W. Craig Road, Suite 103D, North Las Vegas, 89032 (702) 759-1616 by appointment only

Laughlin Public Health Center

3650 South Pointe Circle, Building C, Suite 113, Laughlin, NV
89029
Monday - Thursday, 8 a.m. – noon
No applications will be accepted after 11:30 to allow time for processing.
(702) 759-1643