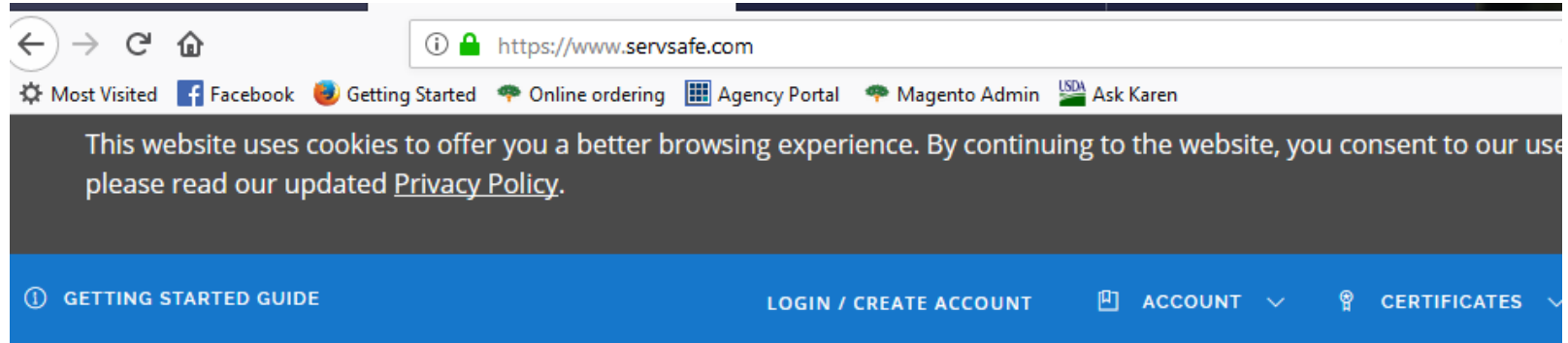
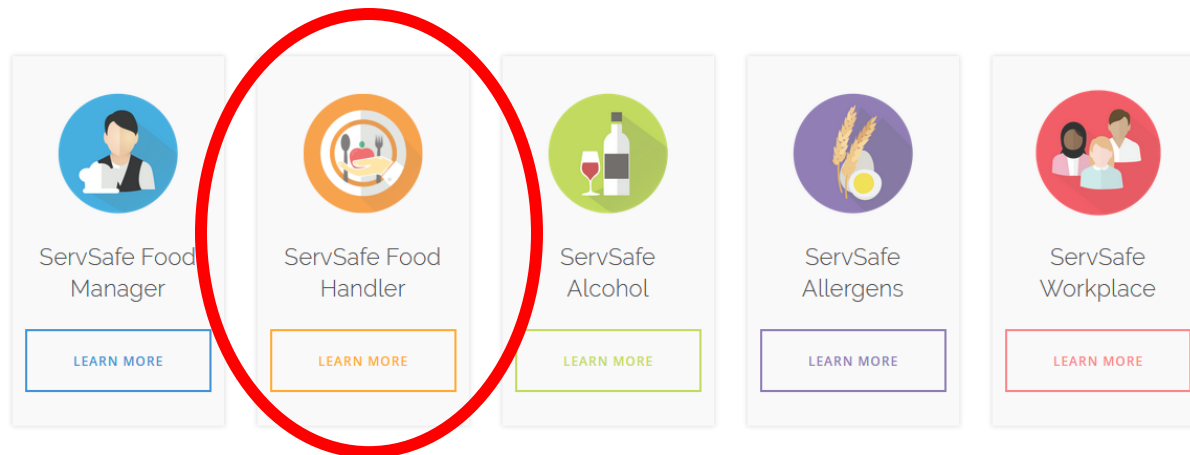


1. Visit: www.servsafe.com



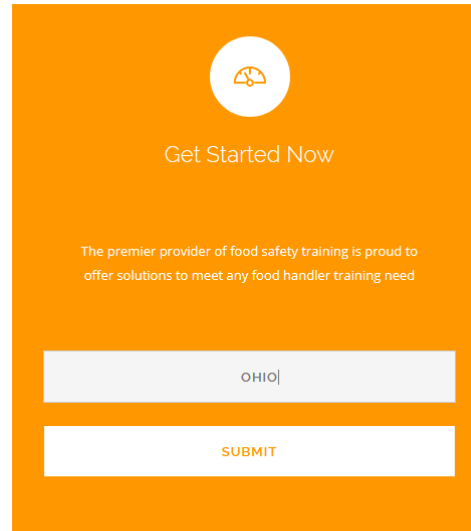
2. Scroll down the page slightly until you see the following:

Which product is right for you?



3. Click “Learn More” on the ServSafe Food Handler category

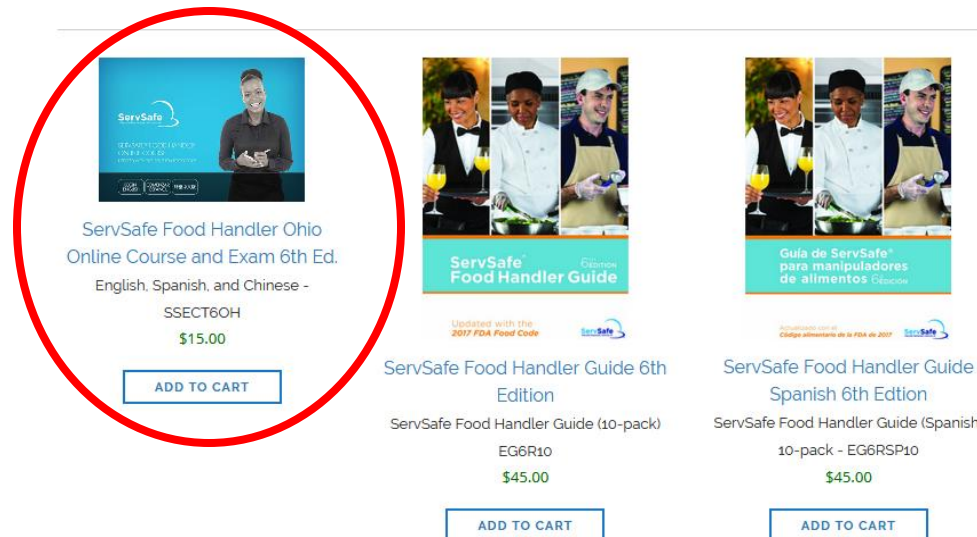
4. Type in state name and click submit.



The screenshot shows a registration form on an orange background. At the top is a circular icon with a scale. Below it is the text "Get Started Now". A paragraph states: "The premier provider of food safety training is proud to offer solutions to meet any food handler training need". There is a text input field containing "OHIO" and a "SUBMIT" button below it.

*Please use whichever state your agency operates in. Freestore Foodbank works with Kentucky, Indiana, and Ohio partners.

5. Scroll down slightly and add the ServSafe Food Handler Ohio online course to your cart. It should be \$15.



The screenshot shows three product listings. The first item, "ServSafe Food Handler Ohio Online Course and Exam 6th Ed.", is circled in red. It includes the text "English, Spanish, and Chinese - SSECT60H" and a price of "\$15.00". The second item is "ServSafe Food Handler Guide 6th Edition" (10-pack), priced at "\$45.00". The third item is "ServSafe Food Handler Guide Spanish 6th Edition" (10-pack), also priced at "\$45.00". Each item has an "ADD TO CART" button.

ServSafe Food Handler Ohio Online Course and Exam 6th Ed.
English, Spanish, and Chinese -
SSECT60H
\$15.00
ADD TO CART

ServSafe Food Handler Guide 6th Edition
ServSafe Food Handler Guide (10-pack)
EG6R10
\$45.00
ADD TO CART

ServSafe Food Handler Guide Spanish 6th Edition
ServSafe Food Handler Guide (Spanish)
10-pack - EG6RSP10
\$45.00
ADD TO CART

6. You will either need to:
log in
or
click “create a new profile.”

LOGIN

freestorefoodbank

.....

LOGIN

FORGOT USER ID

FORGOT PASSWORD

CREATE NEW PROFILE

7. If you create a new profile, you will need to fill out all the “New User Registration” information.

NEW USER REGISTRATION

Are you an EXISTING USER or a TAX-EXEMPT ENTITY?

I AM CURRENTLY A MEMBER OF A STATE RESTAURANT ASSOCIATION

FIRST NAME

M.I.

LAST NAME

8. Ignore the “Exam Session” section.

Check your score?

You must enter your Exam Session Number to check your score. Enter your name exactly as you did on your exam answer sheet.

EXAM SESSION

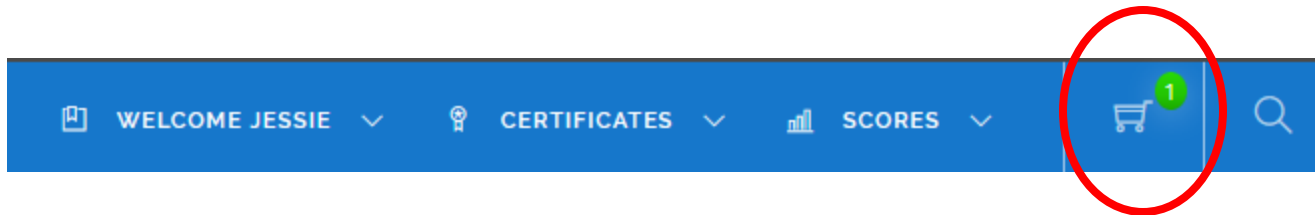
I'm not a robot

reCAPTCHA
Privacy - Terms

REGISTER


9. Mark that you are not a robot, then click submit.

10. At the top of the page click the shopping cart to view what is in your cart



11. Click “checkout” to move onto the next screen

Your cart has been updated ✕

Product	Product Description	Price	Quantity	Total	ESTIMATED TOTAL
	ServSafe Food Handler Ohio Online Course and Exam 6th Ed. English, Spanish, and Chinese - SSECT6OH	\$15.00	1	\$15.00	Cart Subtotal \$15.00
				UPDATE CART	CHECKOUT

12. You will have to fill out all 3 sections to be able to click "checkout" at the end.

Make sure all your information is correct.

STEP 1 STEP 2 STEP 3

1. SHIPPING **2. BILLING** **3. REVIEW**

Freestore Foodbank

COMPANY

UNITED STATES

1250 Tennessee Ave

ADDRESS LINE 2

Cincinnati

OHIO

45229

PHONE

FAX

CONTINUE

PAYMENT TYPE

VISA

CREDIT CARD NUMBER (REQUIRED)

SEC. CODE 01 201g

BILLING INFO

USE SAME ADDRESS FOR BILLING

NAME ON THE CARD (REQUIRED)

COMPANY

PLEASE SELECT A COUNTRY ...

ADDRESS LINE 1 (REQUIRED)

ADDRESS LINE 2

CITY/TOWN/LOCALITY (REQUIRED)

SELECT ...

POSTAL CODE (REQUIRED)

CONTINUE

▼ 1 item(s) Edit My Cart

ServSafe Food Handler Ohio
Online Course and Exam 6th Ed. 1 15.00

CONFIRMATIONS WILL BE SENT TO ...
jfossenkemper@freestorefoodbank.org

ALSO SEND CONFIRMATION EMAIL AND INVOICE TO

ADD A PROMO CODE

ENTER PROMO CODE HERE

APPLY

[SERVSAFE RETURN POLICY](#)

▶ ▼ 1 item(s)

Subtotal	\$15.00
Shipping & Handling	\$0.00
Sales Tax	\$1.05
Order Total	\$16.05

CHECKOUT

To avoid being charged twice for the same order, please click the **Checkout** button only **ONCE** and do not use your back button until

13. Once you check out you will have the option to start the course right away by clicking “my courses.”

Thank you for your purchase! Your order number is: **5879289**.

If you purchased this course for yourself, please go to **My Courses**.
If you purchased this course to assign to someone else, please go to **Course Activities**.

14. The page that comes up will give you the option to launch the video.

HOME / MY ONLINE COURSES

Have questions on how to Start or Manage your Course(s)? Find the answers in our [Course Management Overview](#).

MY COURSES

COURSE MANAGEMENT

START YOUR COURSE

View online course hardware and software [requirements](#) or use our [system check](#) to confirm your computer meets requirements.

Click on launch button next to the name of the course. If you do not have a course, redeem your Course Key below.

Course / Course Key	Status	Expiration date	Actions
ServSafe Ohio Food Handler Course and Assessment – 2017 Food Code Update	Not Started	05/14/20	LAUNCH/ABRIR

REDEEM COURSE KEY

If you do not see your assigned course, enter your Course Key below.

ENTER YOUR COURSE KEY

< Enter Course Key >

REDEEM

*Please keep in mind that you should set aside 2-3 hours to finish. There is a test at the end to earn your certificate.

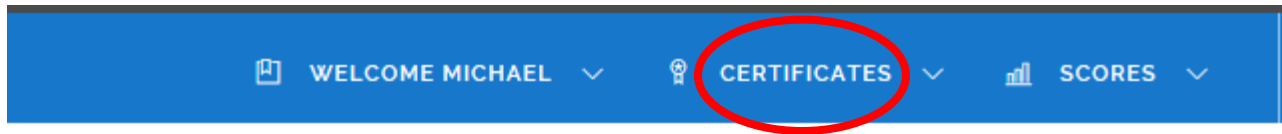
15. If you choose to access the course later you can log back in take the test.

- click on the “welcome” button and then click “go to dashboard.”
- click “student.”
- go to “My online courses.”

The screen will bring you back to the launch button.

The screenshot shows a user dashboard interface. At the top is a blue navigation bar with the following items: a document icon, 'WELCOME MICHAEL' with a dropdown arrow, a key icon, 'CERTIFICATES' with a dropdown arrow, a bar chart icon, and 'SCORES' with a dropdown arrow. Below the navigation bar is a teal header area containing a user profile icon, the text 'Welcome, Michael!', a sub-header 'Manage your courses, view your certificates and access more ServSafe resources here.', and a 'STUDENT' button with a graduation cap icon. Below this is a prompt: 'Please select a role to the right to view the resources that correspond to your specific role.' Underneath is a section titled 'HOW TO USE YOUR DASHBOARD' with six tiles: 'DASHBOARD HOME' (refresh icon), 'MY ONLINE COURSES' (classroom icon), 'MY EXAM SCORES' (calendar icon), 'MY CERTIFICATES' (certificate icon), 'PRINT-BASED EXAM SCORES' (document icon), and 'TAKE ONLINE EXAM' (document with pencil icon). Three red arrows originate from the text on the left: one points to the 'WELCOME MICHAEL' button, another points to the 'STUDENT' button, and a third points to the 'MY ONLINE COURSES' tile.

16. After you are finished remember to send your completed certificate to your Community Partnership Manager at Freestore Foodbank. If you need to access your certificate at a later date you can view it by clicking the “certificates” button at the top right of the screen and then clicking “view/print certificate.”



17. Your certificate will show up here once you are done.

