

User Instructions to Access Online Course and Exam

How to Access the ServSafe Starters Employee Online Course

- Visit our website at www.servsafe.com/starters
- Login with your user ID and password.
- Click on the link Take Online Course.
- Click on the button Get Started!
- You will then click the Launch button to begin the course. Please be sure to disable any pop-up blockers since the course will start in a new window.
- The online course must be completed before moving to the next step of taking the assessment.**

The Starters Employee Online Course and Assessment will expire 60 days after the course has been launched and will become disabled.

How to Access the Online Assessment

- Login at www.ServSafe.com/starters (if you are not already logged in)
- Click on the link Take Online Assessment.
- You will be prompted to select a language and enter the Course Access Key that you received in the email stating that the course was assigned to you. If you do not have the email, you can go back to the page where you launched the course and click on the Course's title for your key.
- Click the Continue button to start the Assessment.

How to Print the Certificate

- Login at www.ServSafe.com/starters (if you are not already logged in)
- Click on the link Print My Certificate/Food Handler Card.
- Click the View link next to the Curriculum for ServSafe Starters Employee. Please be sure to disable any pop-up blockers since the certificate will appear in a new window.*
- Click the image of the printer or go to File...Print to print your certificate.

***Adobe Reader must be installed in order to view your certificate. If you need to install Adobe Reader, please visit www.adobe.com.**

Please contact the Service Center at 800-765-2122, ext 6703 or servicecenter@restaurant.org with any questions.