



ServSafe® Online Training Best Practices

Training where you want, when you want.

The ServSafe® Manager Online Course puts the National Restaurant Association's (NRA) most current and comprehensive food safety training program at your fingertips. It's a convenient and easy training solution that prepares managers to keep food safe in today's busy restaurant environments.

Tips for taking the Online Course

We recommend these tips to enhance your learning and achievement with the ServSafe Manager Online Course and Certification Examination:

- > **Schedule your certification exam prior to starting the course.** Knowing your exam date in advance will help you plan your schedule.
- > **View the course in several short sessions.** Most users need 8-10 hours to complete the course. We recommend 8-10 sessions, each no longer than 1 hour.
- > **View the entire course within two weeks.** An ideal session schedule is one 1-hour session every other workday at approximately the same time of day.
- > **View the course in a quiet space, away from noise and distractions.** If you must view the course in a busy location, use headphones to help limit distractions.
- > **Print all course Study Guides.** Use them to take notes for review prior to the exam.
- > **Complete the course at least two days prior to your exam date.**
- > **Compare your Pre-Test and Post-Test scores.** Identify which course topics you should thoroughly review prior to the exam.
- > **Print your Scores by Section and Record of Training after completing the course.** You may need to submit one or both of these documents to the person who will administer your exam.



Schedule the Exam

Before starting the course, schedule your ServSafe Food Protection Manager Certification Exam with a ServSafe Registered Proctor.

Exam Date: _____

Instructions: _____

Take the Online Course

Visit ServSafe.com and select "Take Online Course" under the student's tab and login with:

User Name: _____

Password: _____

Contact Information

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