

Responsible Alcohol Sales and Server (RASS) Training [An Interactive Online Program]

How to get started using RASS Training:

1. From any computer with an internet connection, type the following address into your web browser:

<http://eeando.unl.edu/rbst/ga>

2. You'll see the welcome screen. On the bottom left side, click "Computer Set-Up" to ensure that you have the correct software to run the program. Any software that is missing from your computer can be downloaded from this page. When finished, you can close this window.

Having any difficulty?
Call the Help Desk
line at (402) 472-
2175 or email
extservice@unl.edu.

3. Then you'll need to set up the training program for your employees. Click on the box marked "For Managers." If you are creating an account for the first time, type in your **state of Georgia Liquor License number**. Then you will establish a username and password.

4. As a manager, you can give every employee a username and a password to participate in the training. Once you enter these into the program, those employees have complete access to the modules. You can also track their progress.

5. You can also customize the training to reflect your own management policies. Simply fill out the manager policy questionnaire. Your responses will automatically appear in the training modules taken by your employees. Examples of individual policies are also provided.

6. You can now distribute the account usernames and passwords to your employees. Employees can enter the program using the same web address as above, clicking on the "For Employees" panel.

A free resource brought to you by:

www.GTsmart.gatech.edu

