ONLINE ALCOHOL AWARENESS TRAINING

STEP BY STEP INSTRUCTIONS

Required before you report for your first dome event, even if you tested in a prior year. HINT: Print this page to be able to refer to it during your training/test.

1. Go to the website click here (http://levy.restaurant.org/)
2. Click "Online Training Test" on the left side of the page
3. Type "levy" (without quotes) in the password line and confirm work site is Georgia Dome by selecting "yes"
4. Next is the personal data page
5. Enter first name and for last name enter your last name hyphen Lassiter - i.e. first name Brad, last name Pitt- Lassiter. This is very important as it will put you on our admit list at the security checkpoint.
6. Fill out the rest of the personal information. Date of Employment will be current month and year. Job Title is Non Profit and Job Location is Georgia Dome
7. After you answer the question regarding an alcohol related felony, scroll to the bottom of the page (you do not need to enter employment history) and click on "Submit"
8. Read each section in its entirety and continue through each page.
9. Once you get to the test answer all 20 questions and then click "Submit". If any answers are incorrect you will need to correct them and then click "Submit" again.
10. Test answers are as follows: 1T ; 2F; 3-8T; 9F; 10F; 11T; 12F; 13F; 14T; 15-17F; 18- 20T.
11. When all answers are correct you will see a "Policy Acknowledgement" page. Read and click "I agree." This will take you to the final AND MOST IMPORTANT STEP- email confirmation. This page will say "Test is Completed" and give you an opprtunity to email the results to someone. You will need to email this to three addresses, separating them by a semi-colon and a space.
12. nfplevy@gadome.com ; dome@lbba.org ; (your own email address)
13. nfplevy puts you on the Dome admit list, lbba gives us a record, and your copy will serve as proof (print it and bring to your first event) in case there is a need for it.