

Typsy Alcohol Training

*****There will be a test at the end, please pay attention to the videos*****

1. Go to <https://activate.typsy.com/delaware-north/charities/Lambeau%20Field>
 - a. Select your charity from the dropdown list and click 'Next'.
 - i. If your charity is not on the list, please select "I don't see my NPO group" to continue.

The image shows a progress bar at the top with five steps: 1. Select state, 2. Select stadium, 3. Select charity, 4. Enter Details, and 5. Confirmation. Step 3 is currently active. Below the progress bar is the Delaware North logo. The registration form contains the following fields: State (Wisconsin), Stadium (Lambeau Field), Please select your charity (Please select), Back button, and Next button. A red arrow points to the 'Please select your charity' dropdown menu.

2. Enter your details including your first name, last name, email address, and age group. Then click 'Next'.
 - a. All fields on the form are required to continue.



The image shows a registration form for Delaware North. It contains the following fields: State (Wisconsin), Stadium (Lambeau Field), Charity (I don't see my NPO group), First name, Last name, Email, Please select your age group (Please select), I'm not a robot checkbox, and a CAPTCHA image. At the bottom are Back and Register buttons.

3. Your account will now be created in Typsy. This page contains all the information you need to get started with your training.



Congratulations, and welcome to the Delaware North Volunteer program.

We are excited to have you participate in our event season. It is important to Delaware North that we provide you with all the tools necessary to make the experience rewarding for your organization and to assist you in providing a positive and safe experience for our guests.

To get started please check the email you used to register, for an email from our training provider, Typsy.

Typsy is the world's leading online learning platform for the hospitality industry and access to the workspace for Delaware North Volunteers on Typsy provides you with:

- Required Alcohol Service Training
- Required Guest Service Training
- The ability to access training that Delaware North may assign to you as you learn alongside your fellow volunteers.
- Self-directed learning opportunities, with free access to hundreds of endorsed online video lessons and courses.

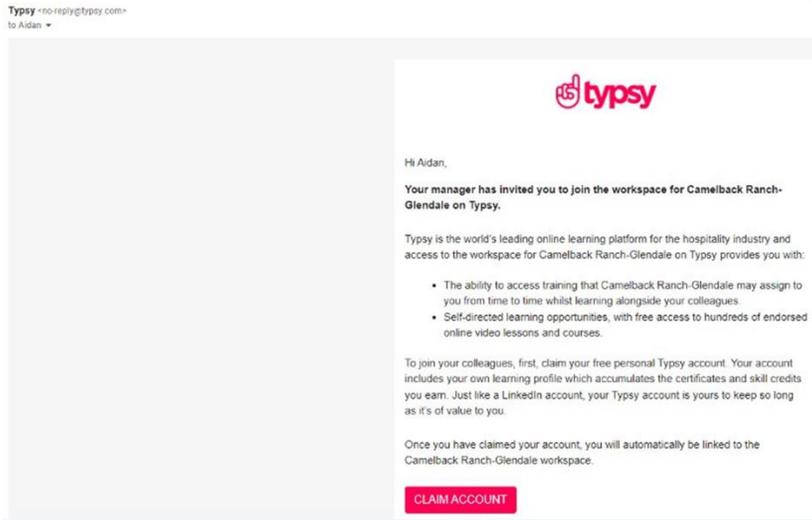
The Required Alcohol Service Training must be completed before you begin to volunteer in support of your organization.

To join your fellow volunteers, first, claim your free personal Typsy account. Your account includes your own learning profile which accumulates the certificates and skill credits you earn. Just like a LinkedIn account, your Typsy account is yours to keep so long as it's of value to you. Once you have claimed your account, you will be automatically linked to the Delaware North Volunteer workspace. To claim your account please click the Claim Account button in the email from Typsy.

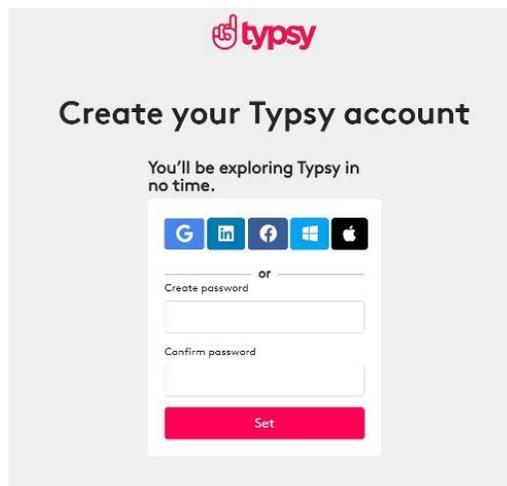
Didn't receive our email? Resend the link or contact Typsy.

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4. You will receive a Typsy invite email which will be sent to the email address used to create your account.
 - a. Click the 'Claim Account' button in the email to create your Typsy login



5. Create your Typsy password. This password will be used to allow you to login to Typsy.



6. Upon login, you'll be asked to select your job role.
 - a. Current job role Drop down
 - i. Select *"Food and Beverage Associate (Restaurant, Bars, Cafes)"*
 - b. What is your hospitality experience drop down
 - i. Select *"I'm new to the hospitality industry"*

Welcome to the Typsy tribe

From server essentials to front of house tips, you'll now be able to access a vast range of courses & short lessons to upgrade your hospitality skills.

First things first, tell us more about yourself so we can recommend courses and lessons based on your needs and interests.

Current job role:

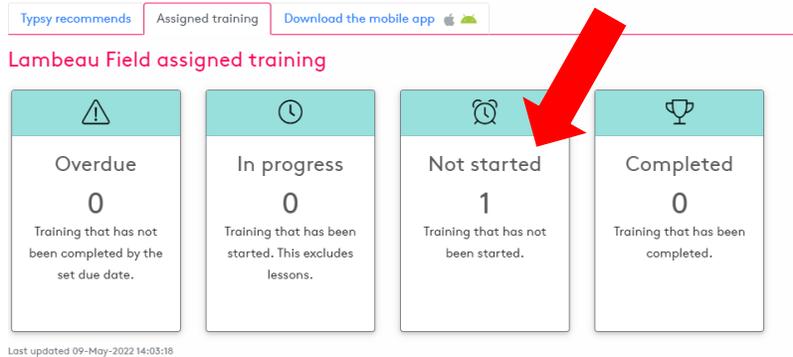
Search for a job role that is most like your current position.

What is your hospitality experience?

SAVE

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7. To find your Delaware North training, click on the 'Assigned training' tab at the top of the screen.
 - a. This will show you how many training items you have in progress, have completed, or have not started yet.
 - b. Simply click on the 'Not started' tile and select your training to start learning.



8. Once you complete watching all of the video modules you will need to click on the training tab select the earn certificate which will take you to the test.
 - a. You will also need to complete the 4 Key Elements lesson as well.

