

DRIVERS TRAINING

Effective July 1, 2009 Utah State Division of Risk Management has created a new, web based, driver training program. This training may be accessed from the following link:

<http://risk.utah.gov/loss/DriverVideoTest.html>

To complete this training you need to:

1. Watch the mandatory video located at the top of the right hand column titled "Driver Training Video".
2. After you have watched the video you can click the link in the right hand column titled "Online Test".
3. To access the test, please be prepared to enter the following information:
 - Your Name (Last Name First)
 - Group – **Click on the drop down box and click on HIGHER EDUCATION**
 - Name of Agency – **SLCC**
 - Your E-mail address
 - Always enter annette.palmer@slcc.edu as the Supervisors E-mail address
4. If you need to stop in the middle of the test you can do so by clicking the button on the bottom of the test that says "Save the Test and Return Later." You will be given a code you can enter when starting the test the next time.
5. When you have completed the test you will be able to see each question with your response. You will be shown if each response is correct or not.
6. At the end of the page you will be notified if you passed or did not pass. If you have passed, you will be able to click the button to see your certificate and you can then print that webpage. Your scores will be sent automatically to the email addresses you entered on the login page. It is very important that you enter annette.palmer@slcc.edu as your Supervisors E-mail address to receive credit for this test.
7. Complete a Motorpool Authorization Form, including supervisor signature, index code, and a copy of your driver license. When complete, please forward to Annette Palmer, mailstop ADM. This form may be accessed from the following link:

http://www.slcc.edu/riskmanagement/docs/pink_sheet.pdf

8. If you did not pass the test, you can click the button and take the test again whenever you choose by entering the code you were given.
9. The passing score is 70%.
10. If you would like to study for the test you can take notes while you watch the video and you may also read the "Utah Driver Handbook" accessed by clicking the picture in the right hand column.