Completing RASP & Crowd Manager Certifications

Responsible Alcohol Seller Program (RASP) Certification

RASP is an online alcohol safety training that is required of volunteers who want to serve alcohol at ADA events. Here's how to complete the course:

1. Navigate to http://abc.nc.gov/RaspOnlineUser/SellerHome
2. Click "Register for Seller/Server training program."
   a. If you have previously registered with ABC, skip steps 3-6 by logging in instead.
   b. If you already completed the RASP training and want to access your certificate, click "print" after logging in.
3. Click "Search for a business that I represent that currently holds permits OR has applied for permits."
4. Type "Asheville Downtown Association" into the Trade Name and click "search."
5. Select the first option (with address listed as 29 Haywood Street).
6. Follow the prompts to fill out personal info about yourself. Click "Register." You have now created an account with ABC.
7. A login page will appear. Enter your email and password. Click "Log in."
8. Click "Start course."
9. Follow the prompts to complete the training material. Take the quiz that follows.
10. Upon passing, click "Print." A PDF of your certificate should automatically download. Either print it and bring it to an event or email it to volunteer@ashevilledowntown.org.

Crowd Manager Certification

Crowd Manager certification is an online training that focuses on fire safety and emergencies. ADA volunteers are not required — but highly encouraged — to complete this training. It is relevant to many situations beyond ADA events. Here's how to complete the course:

1. Navigate to http://www.ncdoi.com/OSFM/Fire_Safety_Programs/Default.aspx?field1=Crowd_Manager_Training&user=Crowd_Manager_Training
2. Click "Get started with crowd manager training."
3. Follow the prompts to review the course material. Complete the quiz that follows.
4. Upon passing, enter your name and "Asheville Downtown Association" as the relevant organization. Submit this information to generate a personalized certificate.
5. Print the certificate immediately and take a screen shot if possible. You will not be able to access the certificate again after you close the screen. Make sure your digital or printed certificate contains your name ("save image as" does not always do this) before bringing it to an event or emailing to volunteer@ashevilledowntown.org.

Questions? Email Kat at volunteer@ashevilledowntown.org.