# Essentials Course Catalog

## Essentials 1: Workplace = 9h 8m

- **Customer Service - 60m**
- **Professionalism - 60m**
- **Business Ethics - 60m**
- **Sexual Harassment - Employee - 60m**
- **Loss Prevention I - 210m**
- **Stress Management - 90m**
- **Active Shooter Awareness - 6m**

## Essentials 2: Supermarket = 16h 40m

- **Introduction to Food Retail - 150m**
- **Introduction to Food and Health - 135m**
- **Category Management - 180m**
- **Customer Service - Selling Solutions - 60m**
- **Food Safety and Sanitation Basics - 60m**
- **Key U.S. Supermarkets - 25m**
- **Organic and Natural Foods - 15m**
- **Receiving - 105m**
- **Store Safety - Cleanliness and Sanitation - 15m**
- **Store Safety - Fire Prevention - 10m**
- **Store Safety - Floor Monitoring - 10m**
- **Store Safety - Reporting and Investigation - 25m**
- **Store Safety - Severe Weather - 10m**
- **Stocking - Process - 15m**
- **Stocking - Equipment - 15m**
- **Stocking - Displaying and Storing - 15m**
- **Store Safety - Lockout-Tagout - 15m**
- **Store Safety - Articulated Ladders - 25m**
- **Store Safety - Mobile Ladder Stands and Platforms - 15m**
- **Store Safety - Single Ladders & Extension Ladders - 22m**
- **Store Safety - Stepladders - 15m**

## Esenciales 1 - Spanish

- **Servicio al Cliente:**
  - Fundamentos (60m)
  - Interacción (60m)
- **Profesionalismo - 60m**
- **Ética en los Negocios - 60m**
- **Acoso Sexual - Empleado - 60m**
- **Prevención de Pérdidas I:**
  - Apropiación Ilegal (30m)
  - Concepto y Ética (20m)
  - Asociados y Suplidores (40m)
  - Transacciones de Pago (30m)
- **Control del Estrés - 90m**
- **Sobreviviendo un tiroteo - 6m**

## Esenciales 2 - Spanish

- **Introducción a la Industria de Venta de Alimentos - 150m**
- **Introducción a la Alimentación y Salud - 135m**
- **Gestión por Categoría - 180m**
- **Servicio al Cliente - Soluciones que Venden - 60m**
- **Seguridad Alimentaria e Higiene Básica - 60m**
- **Alimentos Orgánicos y Naturales - 15m**
- **Seguridad en la Tienda - Limpieza y Saneamiento - 15m**
- **Seguridad en la Tienda - Prevención de Incendios - 10m**
- **Seguridad en la Tienda - Monitoreo del Piso - 10m**
- **Seguridad en la Tienda - Condiciones Climáticas Severas - 10m**
- **Reabastecimiento – El Proceso - 15m**
- **Reabastecimiento – El Equipo - 15m**
- **Reabastecimiento – Exhibición y Almacenamiento - 15m**
- **Seguridad en la tienda - Escaleras Articuladas - 25m**
- **Seguridad en la tienda - Escaleras Móviles - 15m**
- **Seguridad en la tienda - Escaleras Simples y Escaleras de Extensión - 22m**
- **Seguridad en la tienda - Escalera de Tijera - 15m**

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*Courses provided by an Institute partner*
COMPLIANCE COURSES

**Safety**

- Bloodborne Pathogens - 30m
- Food Allergen Training (SFS) - 120m $ Varies by state
- Food Handler Compliance (SFS) - 120m $ Varies by state
- Food Handler Compliance (NRFSP) - 120m $ Varies by state
- Food Safety and Sanitation Basics - 60m
- Food Safety and Sanitation (New York Certified) - 120m
- Food Safety Manager Curriculum - 8h 5m:
  - FSS1 - Foodborne Illness Overview - 43m
  - FSS2 - The Flow of Food Products - 45m
  - FSS3 - Manage Product Time & Temperature - 42m
  - FSS4 - Safe Food Preparation - 35m
  - FSS5 - Cooked Foods - 35m
  - FSS6 - Personal Hygiene and Employee Health - 35m
  - FSS7 - Cleaning and Sanitizing - 40m
  - FSS8 - Facility Management - 50m
  - FSS9 - Pest Control Program - 40m
  - FSS10 - Food Safety and Crisis Management Plan - 40m
- WIP
- Ransomware 1 - What is Ransomware? – 7m
- Ransomware 2 - Examples of Ransomware – 13m
- Ransomware 3 - What Can Retailers Do? – 7m

**Alcohol/Tobacco**

- Alcohol Sales - 180m
- Alcohol Sales (Montana Certified) - 180m
- Alcohol Server/Seller Training (SFS) - 120m $ Varies by state
- Tobacco Sales - 105m
- Tobacco Sales - California - 105m
- Tobacco Sales (New York Certified) - 155m
- WIP
- Venta de Bebidas Alcohólicas - 180m
- Entrenamiento de Servidor de Alcohol (Certificación de SFS) - 120m
- Venta de Tabaco - 105m

**Sexual Harassment**

- Sexual Harassment - Employee - 60m
- Sexual Harassment - Supervisors - 45m
- Sexual Harassment - Employees - California - 60m
- Sexual Harassment - Supervisors - California - 165m
- Sexual Harassment - Employees - New York - 60m
- Sexual Harassment - Supervisors - New York - 35m
- Sexual Harassment - Connecticut - 120m
- WIP
- Acoso Sexual - Empleados - 60m
- Acoso Sexual - Supervisores - 45m
- Acoso Sexual - Empleados - California - 60m
- Acoso Sexual - Supervisores - California - 165m
- Acoso Sexual - Empleados - Nueva York - 60m
- Acoso Sexual - Supervisores - Nueva York - 35m
- Acoso Sexual - Connecticut - 120m

**Other/Free**

- Cashier - WIC Training - 60m
- Cashier - WIC Training Administrative Procedures - 60m
- OSHA Hazard Communication Standards - 60m
- SNAP Program Compliance Training - 25m
- WIP
- Cajero - WIC Básico - 60m
- Cajero - WIC Procedimientos Administrativos - 60m
- Programa Snap - 25m
**Bakery = 5h 19m**

- Bakery Clerk - 60m
- Bakery Clerk 1 - Equipment - 10m
- Bakery Clerk 2 - Maintenance - 10m
- Bakery Clerk 3 - Science - 10m
- Bakery Clerk 4 - Product Knowledge - 20m
- Bakery Clerk 5 - Merchandising - 20m
- Bakery - Manager - 150m

**Deli = 12h 38m**

- Assistant Deli Manager - 210m
- Cheese Specialist - 210m
- Deli Clerk - Product Knowledge - 45m
- Deli Clerk 1 - Food Slicer - 5m
- Deli Clerk 2 - Equipment - 4m
- Deli Clerk 3 - Display Cases - 5m
- Deli Clerk 4 - Prepared Foods - 8m
- Deli Clerk 5 - Product Display and Storage - 5m
- Deli Clerk 6 - Opening Procedures - 8m
- Deli Clerk 7 - Day Procedures - 15m
- Deli Clerk 8 - Closing Procedures - 15m
- Deli Clerk 9 - Food Service - 15m

**Front End = 10h 7m**

- Bagging - 30m
- Cashier - 180m
- Cashier 1 - Job Overviews - 8m
- Cashier 2 - Shift Procedures - 14m
- Cashier 3 - Process Payment: Cash & Check - 21m
- Cashier - Alcohol Sales Compliance - 75m
- Cashier - Produce Identification - 30m
- Cashier - Tobacco Sales Compliance - 60m
- Cashier - Self Checkout - 5m
- Cashier - WIC Training - 60m
- Cashier - WIC Administrative Procedures - 60m
- Courtesy Clerk - 30m
- SNAP Program Compliance Training - 25m

**Área de cajas - Spanish**

- Empacado - El Procedimiento - 30m
- Cajero - 180m
- Venta de Bebidas Alcohólicas - 60m
- Cajero – Identificación de Frutas y Vegetales - 30m
- Venta de Tabaco - 105m
- Cajero - WIC Básico - 60m
- Cajero - WIC Procedimientos Administrativos - 60m
- Empacador (Bagger) - 30m
- Programa Snap - 25m
### Produce = 24h 22m

<table>
<thead>
<tr>
<th>Produce Clerk - 30m</th>
<th>Empleado de Frutas y Vegetales - 60m</th>
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<tbody>
<tr>
<td>Produce Clerk - Product Knowledge - 30m</td>
<td>Frutas y Vegetales: - Conocimiento de Frutas (45m) - Conocimiento de Vegetales (45m)</td>
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<td>Floral Clerk - 120m</td>
<td>Empleado de Florería - 120m</td>
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<td>Apples - 60m</td>
<td>Manzanas - 60m</td>
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<td>Avocados - 60m</td>
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<td>Bananas - 45m</td>
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<td>Beans and Pods - 45m</td>
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<td>Berries - 30m</td>
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<td>Blueberries - 30m</td>
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<td>Cabbages - 30m</td>
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<td>Cherries - 60m</td>
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<td>Citrus - 90m</td>
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<td>Cucumbers - 45m</td>
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<td>Grapes - 30m</td>
<td>Uvas - 30m</td>
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<td>Leafy Greens - 60m</td>
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<td>Lettuce - 30m</td>
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<td>Melons - 45m</td>
<td>Melones - 45m</td>
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<td>Mushrooms - 60m</td>
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<td>Nuts - 75m</td>
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<td>Onions - 45m</td>
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<td>Pears - 60m</td>
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<td>Peppers - 75m</td>
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<td>Potatoes - 45m</td>
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<td>Potatoes - Harvesting and Packing - 10m</td>
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<td>Potatoes - Marketing Strategy - 10m</td>
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<td>Potatoes - Nutrition - 6m</td>
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<td>Potatoes - Storage and Handling - 10m</td>
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<td>Potatoes - Varieties - 7m</td>
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<td>Root Vegetables - 45m</td>
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<td>Squash - 60m</td>
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<td>Stalks - 45m</td>
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<td>Stone Fruits - 30m</td>
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<td>Strawberries - 30m</td>
<td>Fresas - 30m</td>
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### Meat = 9h 22m

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<thead>
<tr>
<th>Meat Wrapper - 180m</th>
<th>Empacador de Carne - 180m</th>
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<tr>
<td>Meat Apprentice - 300m</td>
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<tr>
<td>Meat - Beef Basics and Cuts - 24m</td>
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<td>Meat - Beef Nutrition and Health - 17m</td>
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<td>Meat - The Modern Beef Consumer - 12m</td>
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<td>Meat - Raising Beef - 20m</td>
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### Wine = 50m

<table>
<thead>
<tr>
<th>Wine - Basics - 20m</th>
<th>Vino - Conceptos Básicos - 20m</th>
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<tbody>
<tr>
<td>Wine - Selling - 30m</td>
<td>Vino - Mercadeo y Ventas - 30m</td>
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<tr>
<td>Wine - Selling - 30m</td>
<td>Vino - Mercadeo y Ventas - 30m</td>
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## FOOD MANAGER CERTIFICATION TRAINING

### 8h 5m

**FOOD MANAGER CERTIFICATION TRAINING**

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Duration</th>
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<tbody>
<tr>
<td>FSS1 - Foodborne Illness Overview</td>
<td>30m</td>
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<td>FSS2 - The Flow of Food Products</td>
<td>35m</td>
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<tr>
<td>FSS3 - Manage Product Time and Temperature</td>
<td>23m</td>
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<tr>
<td>FSS4 - Safe Food Preparation</td>
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<tr>
<td>FSS7 - Cleaning and Sanitizing</td>
<td>30m</td>
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<tr>
<td>FSS8 - Facility Management</td>
<td>40m</td>
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<tr>
<td>FSS9 - Pest Control Program</td>
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<tr>
<td>FSS10 - Food Safety and Crisis Management Plans</td>
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### LOGISTICS

### 18h

**LOGISTICS**

<table>
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<th>Course Title</th>
<th>Duration</th>
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<tbody>
<tr>
<td>Food Logistics I</td>
<td>60m</td>
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<tr>
<td>Food Logistics II</td>
<td>120m</td>
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<tr>
<td>DC Food Policy</td>
<td>120m</td>
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<tr>
<td>DC Information Technology</td>
<td>105m</td>
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<tr>
<td>DC Inventory Management</td>
<td>120m</td>
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<tr>
<td>DC Loading and Shipping</td>
<td>120m</td>
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<td>DC Order Selection</td>
<td>150m</td>
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<td>DC Receiving</td>
<td>75m</td>
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<tr>
<td>DC Risk Management</td>
<td>120m</td>
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<tr>
<td>DC Storage and Replenishment</td>
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### TIME MANAGEMENT

### 1h

**TIME MANAGEMENT**

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<th>Course Title</th>
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<tbody>
<tr>
<td>Time Management - Getting Control</td>
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<td>Time Management - Mastering Time Mgt</td>
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<tr>
<td>Time Management - Beating Procrastination</td>
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<tr>
<td>Time Management - Prioritizing</td>
<td>9m</td>
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<tr>
<td>Time Management - Actions for Max. Productivity</td>
<td>12m</td>
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<tr>
<td>Time Management - Adopting a Growth Mindset</td>
<td>7m</td>
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</tbody>
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## MANAGEMENT

### LEADERSHIP AND MANAGEMENT

- Emotional Intelligence - 40m
- The Leadership Challenge - 45m

### PEOPLE MANAGEMENT

- Managing People - 150m
- Retention and Turnover - 75m
- Hiring and Training - 20m
- Sexual Harassment - Supervisors - 35m
- Introduction to Supervisory Skills I - 60m
- Introduction to Supervisory Skills II - 75m
- Engagement 1 - What is Employee Engagement? - 4m
- Engagement 2 - How does IT Improve Business Results? - 6m
- Engagement 3 - Hiring and Corporate Culture - 8m
- Engagement 4 - Job Resources and Demands - 11m
- Engagement 5 - Building Employee Engagement - 8m
- Learning Leader Series - Strategies to Improve Retention - 15m
- Learning Leader Series - The Learning Process - 20m
- Learning Leader Series - Training Formats - 12m

### OPERATIONS

- Loss Prevention II - 120m
- Supermarket Finance - 120m
- Store Safety - Fire Prevention - 10m
- Store Safety - Promotions and Committees - 15m
- Store Safety - Reporting and Investigation - 25m

## MARKETING

### 8h 5m

- Shopping Occasions - 135m
- Multicultural Marketing - 30m
- What is Social Media? - 30m
- Social Media and Company Case Studies - 30m
- Social Media and the Digital Shopper - 30m
- Promotions and Merchandising - 210m

## Spanish

- WIP
- Retención y Pérdida de Empleados - 75m
- Acoño Sexual - Supervisores - 35m
- Lider de Aprendizaje - Formatos de Capacitación - 12m
- Prevención de Pérdidas II - 120m
- Finanzas de Supermercado - 120m
- Seguridad en la Tienda - Prevención de Incendios - 10m
- Ocasiones de Compra - 135m
- Promociones y Mercadeo - 210m
2020: UPGRADE YOUR TOOLKIT!

Make Your Program More Robust, Consistent and Easy to Manage

• Learning Plans – create custom curriculums for your teams
• Course Imports – courses with your own training materials (videos, ppt, etc.)
• Course Customizations – change our courses to meet your needs
• Custom Catalog – reorganize and tailor the courses to make your own.
• Custom Homepage – redefine the student’s navigation, set priorities.
• Corporate University – brand the system to with your logo and URL
• Classroom Management – manage your classroom training from the LMS
• Automated Enrollments – have the system automatically enroll students in courses based on their job position.
• HRIS Integrations – import new users, update current users, deactivate them, all with an automated daily import from your HRIS.
• Single Sign-On – give students direct access to the training from your intranet, without having to login.
• Coach & Share – use channels to create conversational forums for user groups, share information, materials, ask expert advice and crowd-source.

CERTIFICATIONS

Food Retail Essentials
GS Essentials 1,2, 3 $200/40h 38m

Food Retail Associate Certification
Essentials 1, 2, 3 + All Department Tracks = $400/85h 40m

Food Retail Manager Certification
Manager, Time Management and Food Safety Manager Series = $175 / 29h 56m

All Courses Access
All Courses = $600

Pay per Certification
Available to individuals through Grocery Start