

All Alco-Sensor FST Operators,

Alco-Sensor FST training is available through Intoximeters, Inc.'s online training site.

Go to: training.intox.com/asfst. This website and contact information is also available on a sticker inside the FST carrying case.



There are a few things you need to be aware of when taking the Alco-Sensor FST online training:

- 1. Training takes 1-2 hours to complete.** It may be completed in one sitting or, depending on the needs of the operator, one may log off and on again as many times it takes to complete the training.
- 2. There are two methods of training: Group or Individual.**
 - a. If Group training is taken, the group leader will need to enter information on every person in the group. If a person needs to leave the group before training is completed there is no way to log that person out of the training site. However, you can stop training as a group at the same time and login together at a later date/time.
 - b. Individual training allows the operator more freedom with leaving the training, if need be, and logging in later to complete training.
- 3. When entering operator information:**
 - a. Every operator must check *Law Enforcement User:* and/or *24/7 User:* (see example below). If neither box is checked, the Crime Lab will not receive notification of the operator's training and the operator will not receive certification through the Crime Lab.
 - b. After *Training Type:* every operator needs to click on Supervisor so they can be trained on calibration procedures (see example below).

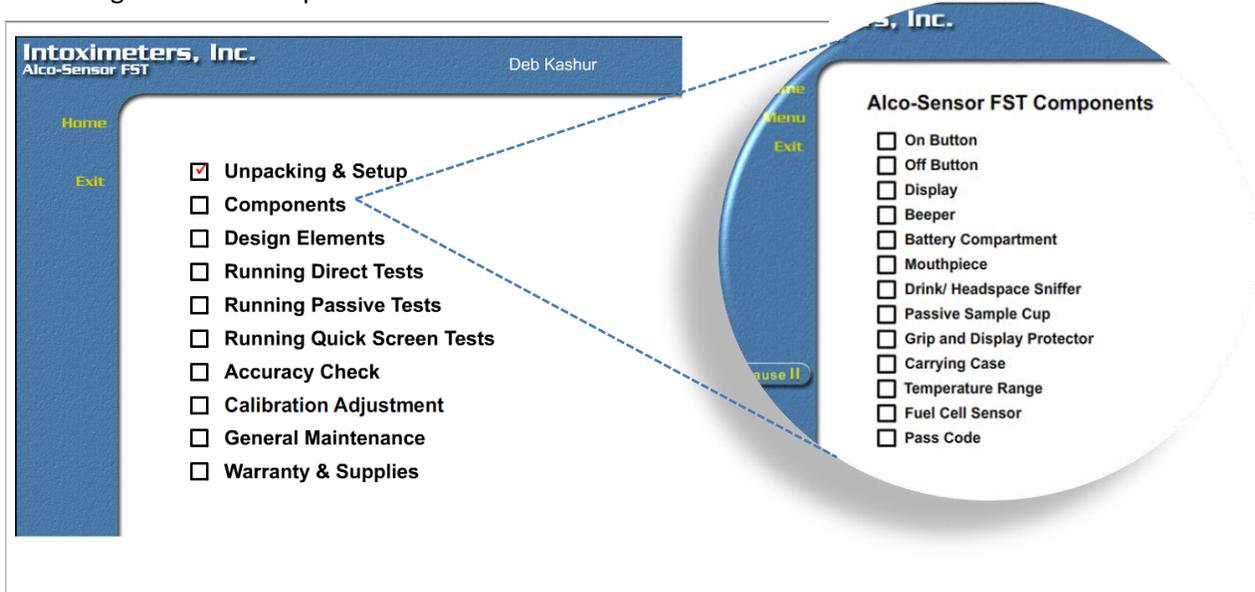
Please fill in below information. All information is required for identity verification and certificate purposes.

Once complete click the "Save Login" to begin your training.

First Name:	Deb	*
Last Name:	Kashur	*
Title:	Forensic Scientist	*
Organization:	ND Attorney Gen, Crime Lab	*
Address 1:	2641 E Main Ave	*
Address 2:		
Address 3:		
City, State, Zip:	Bismarck, ND 58501-5044	
Country:	United States	*
Email:	dkashur@nd.gov	*
Phone:	701-328-6159	*
Law Enforcement User:	<input checked="" type="checkbox"/>	
24/7 User:	<input checked="" type="checkbox"/>	
Training Type:	<input type="radio"/> Operator - This training <u>does not</u> include Calibration Procedures. <input checked="" type="radio"/> Supervisor - This training <u>does</u> include Calibration Procedures.	
Please provide one (1) Alco-Sensor FST serial number present at your location. #####*		
(AS FST serial numbers are 6 digits long, i.e. No. XXXXXX)		
* = Required.		
		<input type="button" value="Save Login"/> <input type="button" value="Cancel"/>

4. **Complete all parts of a section to move forward.**

- a. When you click on the Components section, for example, a page will open with all sub-items that fall under Components (i.e. On Button, Off Button, Display, etc.) All of the sub-items must be viewed before Components can be checked as completed (see example below).
- b. If an operator logs out when only part of the Components sub-items are completed, (i.e. an operator stops at Passive Sample Cup) the operator will lose the prior viewed information and have to start over again from the top with On Button.



5. **Alcohol Standards.** When you come to Alcohol Standards in the Accuracy Check section you must complete both the Intoximeters Approved Dry Gas Tank section as well as the Intoximeters Approved Wet Bath Simulator section, even though North Dakota operators do not use wet bath simulators.



6. **Certification.** Once Alco-Sensor FST training is completed, an email with a certificate will be sent to the operator. Notification will also be emailed to the Crime Lab Breath Alcohol Program so there is no need to call or send us this information. **NOTE:** If the Crime Lab does not have a Post Board number for an officer, i.e., because of a limited license, that officer may not receive Post Board credit. To receive Post Board credit the officer should forward their Post Board number along with the Certificate of Completion email to agofsttraining@nd.gov.

When can I start using the Alco-Sensor FST?

Please do not use the Alco-Sensor FST until you have received your operator card in the mail the following month. This ensures that the County Recorders list with operator certification information has been published.