


## INSTRUCTIONS FOR ACCESSING NHLC ONLINE TRAINING PORTAL

<https://lms.nh.gov/liquor/portal/>

← ↻ 📄 <https://lms.nh.gov/liquor/portal/login/index.php> 🔍 A★ 🔄 📄 ☆ 🗄️ 🌐 ⋮ 🖥️

English (United States) (en\_us) ▾

 *State of New Hampshire*  
*Online Learning* 1776

NH Liquor Commission Division of Enforcement & Licensing

Your session has timed out. Please log in again.

Username

Password

Remember username

Log in

Forgotten your username or password?

Cookies must be enabled in your browser ⓘ

Some courses may allow guest access

Log in as a guest

Is this your first time here?

For full access to this site, you first need to create an account.

Create new account

Get the mobile app

**Step 1: Go to the link above.**

**Step 2: Click on “Create new account”**

### NH Liquor Commission Division of Enforcement & Licensing

#### New account ▼ Collapse all

▼ Choose your username and password

Username

The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 non-alphanumeric character(s) such as +, -, or #

Password

▼ More details

Email address

Email (again)

First name

Surname

City/town

Country

▼ Liquor License Number

Liquor License Number

▼ Business Name/Trade Name

Business Name

There are required fields in this form marked

**Step 3: Fill out ALL Information noted above. (Note: Surname = Last Name)**

Your LIQUOR LICENSE NUMBER is required. Your application number will become your liquor license number.

Your “Business Name” is the TRADE NAME of your establishment. (i.e. a trade name would be *Bob’s Café*, not *123 Main Street LLC*)

\*\*\*Failure to fill our the License Number or Trade Name accurately will make inhibit us to accurately track your training completions.\*\*\*

An email should have been sent to your address at [REDACTED]  
It contains easy instructions to complete your registration.  
If you continue to have difficulty, contact the site administrator.

Continue

**Step 4:** You will be sent a confirmation email to the email you provided. Follow all instructions in the email.

ANNOUNCEMENTS No news items to display

Welcome to State of New Hampshire Online Learning



The State of New Hampshire On-Line Learning will make training more accessible and effective for businesses and the public. Participants will receive a Certificate of Training when the course and quiz is completed. Create a [New Account](#) to access these free courses. If you have not received a License Number, you will enter 99999 to complete your profile. \*\* All courses are available for licensees, employees and the general public through this State of New Hampshire On-Line Learning website. \*\* If you are a returning user [Click Log In](#).

NHLC Age Poster

Site News

Add a new topic

Training Survey by Susan Lessard - Wednesday, September 27, 2023, 10:21 AM

"Thank you for taking an educational course offered by the Division of Enforcement & Licensing! Please take 5 minutes or less to complete a short survey on your experience. Your feedback is a vital part of ensuring we provide outstanding customer service to industry members. We appreciate your time and we look forward to our continued partnership!"

Complete the Survey

Permalink Edit Delete Discuss this topic (3 replies so far)

Course categories

- License Training (2)
- NHLC Employee Training (12)
- In Service Training (6)
- Master Course Shell (1)
- Online Test (1)

<p>Management Training Seminar</p> <p>Course &gt;</p>	<p>Alcohol Consultant MTS</p> <p>Course &gt;</p>	<p>Retail Tobacco MTS</p> <p>Course &gt;</p>
<p>Special One Day</p>	<p>G.E.T.S.</p>	<p>T.E.A.M.</p>


- Administration
  - Front page settings
  - Turn editing on
  - Edit settings
  - Users
  - Filters
  - Reports
  - Backup
  - Restore
  - Question bank
  - Legacy site files
- Site administration
- Upcoming events
  - There are no upcoming events
  - Go to calendar...
- Navigation
  - Home
  - Dashboard
  - Site pages
  - Courses
- Activities
  - Forums
  - Resources

Step 5: Once you have confirmed your account via your email, you may log in to the platform. From here, you will see a list of courses. Please pay close attention to the name of the course you are looking to take.

https://lms.nh.gov/liquor/portal/course/view.php?id=107

# Tobacco MTS

Training for Tobacco License




Committed to a Safer State, In Partnership with Our Communities

Begin Section One

TWO

## Section II

### Forms of Identification



Committed to a Safer State, In Partnership with Our Communities

Begin Section Two

Not available unless: The activity **Begin Section One** is marked complete

### Quiz

Quiz

Not available unless: The activity **Begin Section Two** is marked complete

Certificate

- Dashboard
- Site pages
- Courses
  - Licensed Training
    - MTS23
    - ACT24
    - RTL24
      - Participants
      - Badges
      - Competencies
      - Grades
        - ONE
        - TWO
        - Quiz
        - SOD24
        - GET24
        - TEAM24
        - CLT23
        - RDL23
        - SOD23
        - ACT23
        - TOT23
- NHLC Employee Training
- In Service Training
- Master Course Shells
- Online Tests

- Administration
- Course administration
  - edit settings
  - Turn editing on
  - Course completion
  - Users
  - Filters
  - Reports
  - Gradebook setup
    - Badges
    - Backup
    - Restore
    - Import
    - Copy course
    - Reset
    - Question bank
- Site administration

**Step 6: Once you select the course you are looking to take you will see all sections of the course. You begin the course by clicking on “Begin Section One”. Once you complete the first section, then subsequent sections will unlock. You must complete all sections to unlock the quiz.**

The screenshot shows a web-based quiz interface. At the top, there is a navigation bar with links for Home, Dashboard, Events, My Courses, and This course. Below this, the breadcrumb trail reads: Courses > License Training > S0024 > TWD > QUIZ. The main content area is titled "QUIZ" and contains the following information:

- This quiz opened on Wednesday, June 12, 2024, 2:51 PM
- This quiz will close on Tuesday, December 31, 2024, 3:50 PM
- To attempt this quiz you need to know the quiz password
- Grading method: Highest grade
- Attempts: 1/2
- Preview quiz now

Navigation and administration options are visible on the right side of the screen:

- Navigation:** Home, Dashboard, Site pages, Courses, License Training, MT23, ACT24, #124, S0024, Participants, Badge, Competencies, Grades, General, ONE, TWD, Begin Section Two, QUIZ (highlighted), CERTIFICATE, GET24, TEAM24, CLT23, KOL23, S0023, ACT23, T023, NHALC Employee Training, In Service Training, Master Course shells, Online Tests.
- Administration:** Quiz administration, Edit settings, Group overrides, User overrides, Edit quiz (highlighted), Preview, Results, Locally assigned roles, Permissions, Check permissions, Files, Competency breakdown, Log, Backup, Restore, Question bank.

In the center of the page, a "Start attempt" modal window is open, titled "Password". It contains the text: "To attempt this quiz you need to know the quiz password". Below this, there is a label "Quiz password" and an input field. At the bottom of the modal are two buttons: "Start attempt" and "Cancel".

**Step 7: To begin the quiz, you must enter the quiz password. This password is found on the PRIOR slide, where you are asked to write down the Password. An Example of a password might be TEAM1473. If it is not taking the password you entered, please go back to the prior slide to ensure you wrote down the password accurately.**

Courses > Licensee Training > SOD24 > TWO > QUIZ > Preview

Started on	Tuesday, November 5, 2024, 10:00 AM
State	Finished
Completed on	Tuesday, November 5, 2024, 10:01 AM
Time taken	1 min 17 secs
Points	14.0/15.0
Grade	9.3 out of 10.0 (93%)
Feedback	Great job you have passed the quiz! Print or save your certification.

**Question 1**  
Correct  
1.0 points out of 1.0

A New Hampshire license vertical in format is to indicate that it was issued to a :

Select one:

- a. Fake license
- b. Temporary license
- c. Minor's license
- d. Expired license
- e. Duplicate license

Correct

**Question 2**  
Correct  
1.0 points out of 1.0

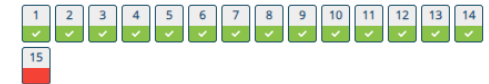
Impairment of a person's mental and physical faculties as a result of drug or alcohol use so as to diminish that person's ability to think and act as an ordinary, prudent and cautious person in full possession of their faculties would act under like circumstances. Is the definition of:

Select one:

- a. Intoxication
- b. Friday nights
- c. Blood/alcohol ratio
- d. Most of my customers
- e. Prohibited sales

correct

Quiz navigation



Finish review

Start a new preview

Navigation

- Home
- Dashboard
- Site pages
- Courses
  - Licensee Training
    - MTS23
    - ACT24
    - RTL24
    - SOD24
      - Participants
      - Badges
      - Competencies
      - Grades
        - General
        - ONE
        - TWO
          - Begin Section Two

PREVIOUS ACTIVITY  
Begin Section Two

Jump to...

NEXT ACTIVITY  
CERTIFICATE

**Step 8: Complete the quiz. You will need an 80% grade to pass the quiz in order to get a certificate. The highlighted portion above will tell you your grade and if you passed or if you must try again. IF YOU DO NOT PASS YOU DO NOT GET CREDIT. Once you pass you will see a button to click to view your certificate on the next screen.**



Jacob

Preferences  
Edit profile

Message

About me **More** Edit profile

### Privacy and policies

Data retention summary

### Miscellaneous

Blog entries

Notes

**My certificates**

Forum posts

Forum discussions

Learning plans

### Reports

Today's logs

All logs

Outline report

Complete report

Statistics

Browser sessions

Grades overview

Grade

### Login activity

First access to site

Friday, February 23, 2024, 2:31 PM (255 days 19 hours)

Last access to site

Tuesday, November 5, 2024, 10:02 AM (43 secs)

### Navigation

- Home
- Dashboard
- > Site pages
- > Courses

### Administration

- > Site administration

**Should you have issues with viewing your certificate or need to view it again at a future date, please click on your name in the upper right corner of the screen, then click on “View Profile”. Then click on the “More” tab, and then click on “My Certificates”. From here you can click on your certificates and view them or save them as a PDF.**

Your completions are seen on our end of the system, so unless you are instructed by a member of the Liquor Commission to provide us with a copy of your completion certificate, you do not need to send them to us.

Please contact the Training Unit at (603) 271-8531 should you require further assistance.