

## COURSE LIST

(Each course lasts 20 to 30 minutes.)

### Employee Education

- DF1 DFWP Programs and Policies
- DF2 Drug and Alcohol Testing
- AE1 Alcohol Myths and Misinformation
- AE2 Alcohol Facts for Making Decisions
- DE1 Common Drugs of Abuse
- DE2 Drug Control in the U.S.
- DE3 Marijuana: An Overview
- DE4 Cocaine: An Overview
- DE5 Amphetamines: An Overview
- DE6 Opiates: An Overview
- DE7 PCP: An Overview
- DE8 Marijuana: What It Is, What It Does
- DE9 Marijuana: Long-Term Risks

### Supervisor Training: Non-Mandated

- SV1 Supervisor Roles & Responsibilities
- SV2 Essential DFWP Knowledge
- SV3 Resolving Work Performance Problems
- SV4 Determining Reasonable Suspicion
- SV5 Signs of Current Substance Use
- SV6 Reasonable Suspicion Testing
- SV7 Applicant and Employee Testing
- SV8 Delaying and Enabling
- SV9 Constructive Confrontation

### Supervisor Training: DOT

- TS1 DOT Supervisor Roles & Responsibilities
- TS2 DOT DFWP Programs and Policies
- TS3 DOT Testing: Applicants and Employees
- TS4 Alcohol Awareness
- TS5 Drug Awareness
- TS6 Reasonable Suspicion



### Drug-Free Business Solutions, Inc.

specializes in technology-based drug and alcohol courseware for the workplace. We use our experience in adult education, behavioral healthcare, drug-free workplace programs and Internet technology to create our unique curriculum, formats and courses. We welcome your questions and comments.

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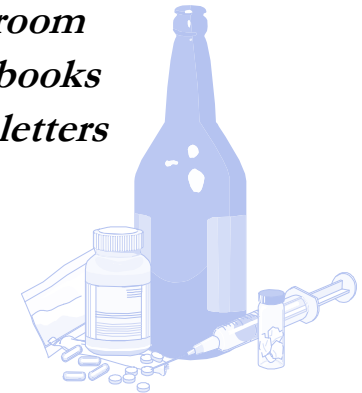
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# Drug & Alcohol Training

For Companies with Drug-Free Workplaces

*Compliant, credible,  
engaging, convenient,  
and cost-effective:*

- *Online*
- *CD-ROM*
- *Classroom*
- *Workbooks*
- *Newsletters*



**Drug-Free Business Solutions, Inc.**

[www.drugfreebiz.com](http://www.drugfreebiz.com)

# DRUG & ALCOHOL TRAINING FOR THE WORKPLACE

Now provide drug and alcohol training that's budget-friendly, hassle-free, and professional quality, all in the format that's right for your company.

*Multiple formats help maximize your training dollars.*

Drug-Free Business Solutions offers a curriculum of eLearning and traditional courses for drug-free workplaces (DFWP).

## COMPLIANT

Employee and supervisor courses meet federal mandates and state certification requirements.

## CREDIBLE

Course content is accurate, unbiased, and drawn from current scientific research.

## ENGAGING

The courses are highly interactive — no passive viewing here! Hot spots, multiple selections, scenarios drag-and-drops, animations, and yes-no questions make the courses so engaging, some people even say they're fun!

## CONVENIENT

A full curriculum and flexible formats provide everything you will need, all in one place.

## COST-EFFECTIVE

Fair pricing means value for you. Call for current prices, including volume and multi-year discounts!

## MULTIPLE FORMATS

Pick the training format that's best for your company — online, CD-ROM, classroom or print. Each has the same credible content and engaging design.

### eLearning: Online & CD-ROM Courses

eLearning lets you maximize productivity and minimize total training costs. With online and CD-ROM courses, users train on their own, where and when they choose. No more travel costs, lost time or workplace disruption. The brief, 20-minute courses fit easily into busy schedules.



Our SCORM-compliant courses have a clean look and intuitive navigation. They're simple to use, even for computer novices.

The online courses are reliable, even using a dial-up Internet connection. Plus you can track and report users' progress via a full featured learning management system.

## Instructor-Led Courses

Some companies need classroom training. Our instructor-led courses have the same content, look and interactivity as our eLearning courses. We can also help you train-the-trainer with easy-to-use Instructor Guides.



*Eye-catching images support learning content*

## Printed Training

If you need training in print, all of our courses are also available as workbooks with interactive exercises. Plus we offer two monthly newsletters,

the DFWP Educator and the DFWP Trainer. Newsletters can support your drug and alcohol courses, or even be your primary training method in some states, such as Georgia.

Check out our web site for a course demo, and call us now to get started!

*Professional-quality drug and alcohol courses, in a format that works for you*