

Clever Login Instructions Integration Services 8-9-18

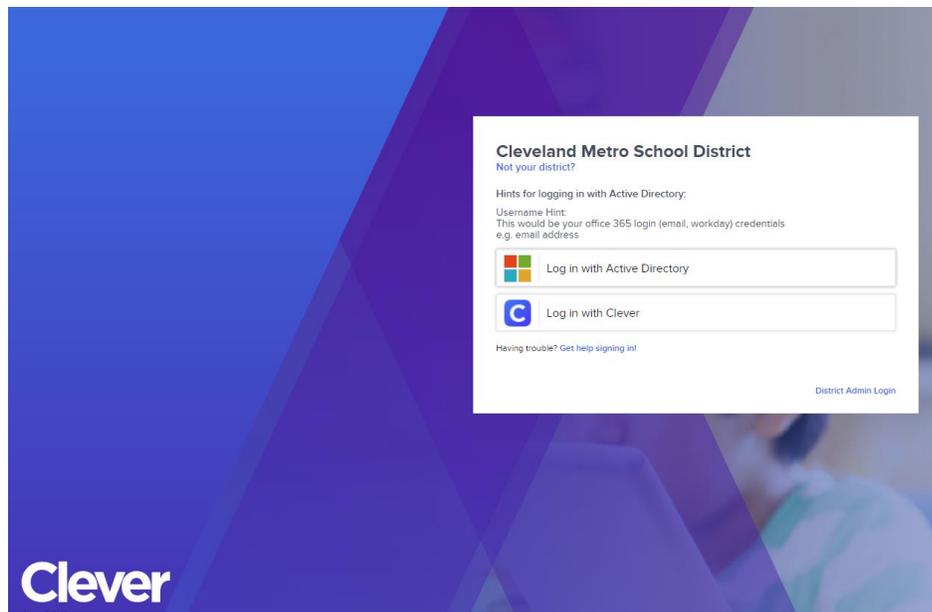
1. You would first want to navigate to the following URL:

<https://clever.com/in/cmsd>

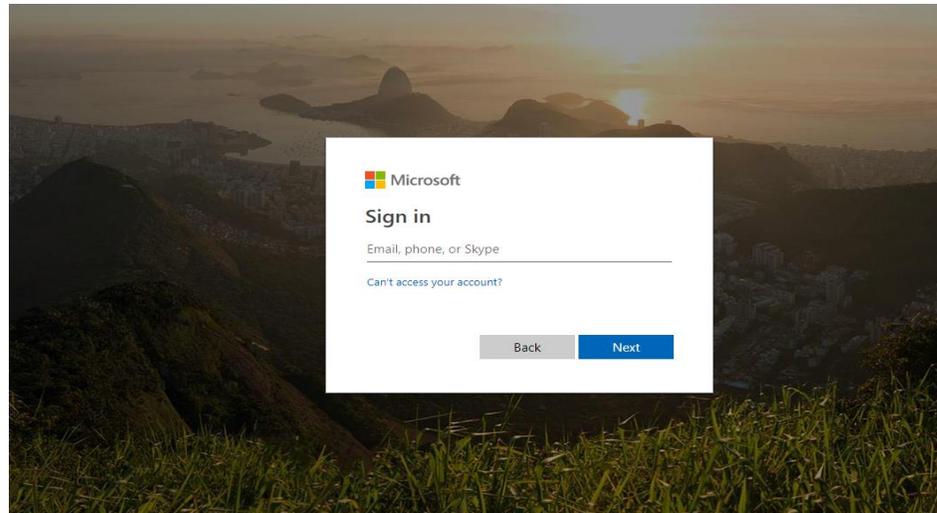
Or

The CMSD homepage: <http://www.clevelandmetroschools.org/>

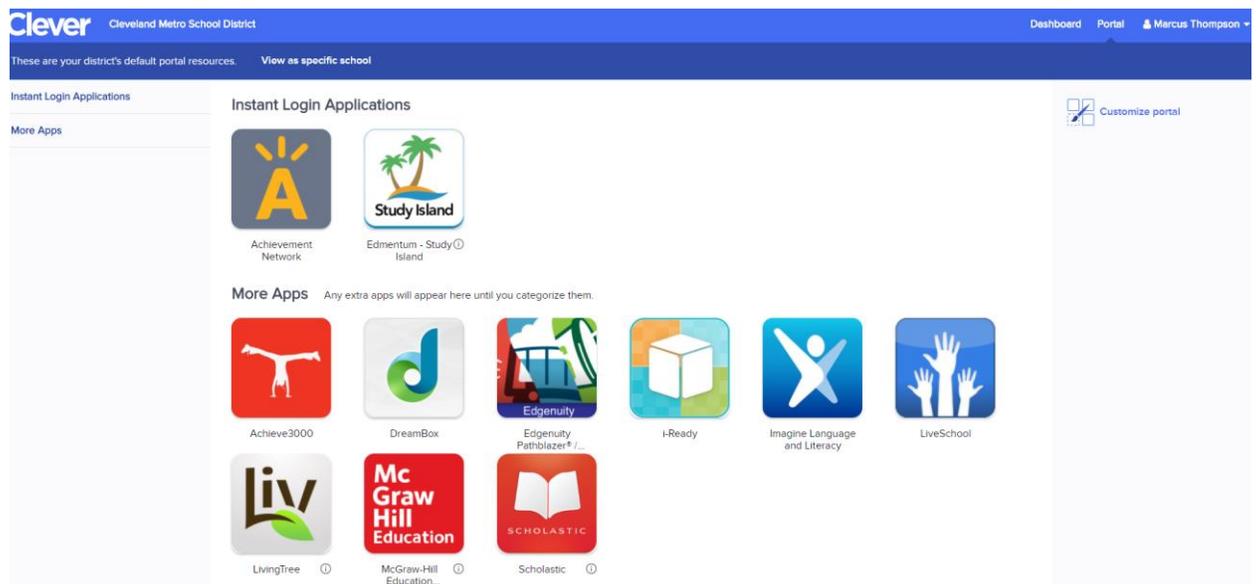
- a. If you choose to log directly into Clever using the first URL above the following will appear



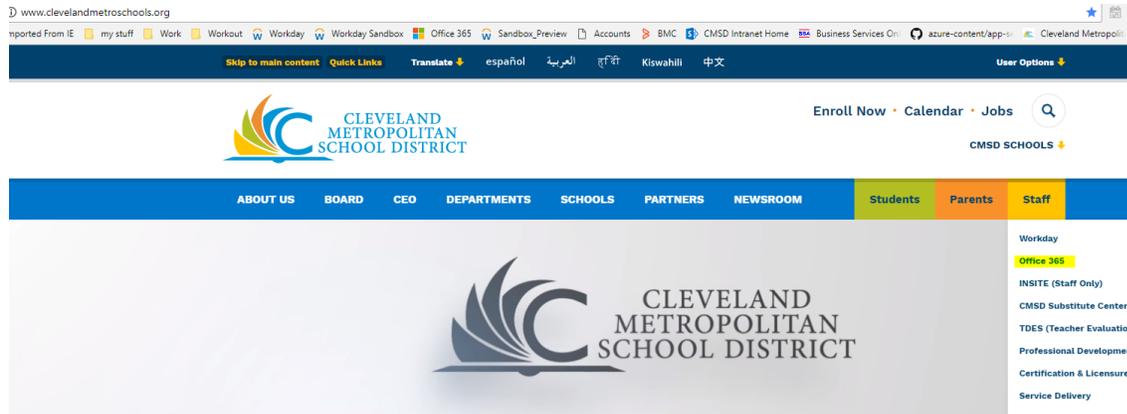
2. Click on “Log in with Active Directory” and enter in the students or teachers office 365 username and password. Same as email username and password
 - a. Staff username typically: first.last@clevelandmetroschools.org



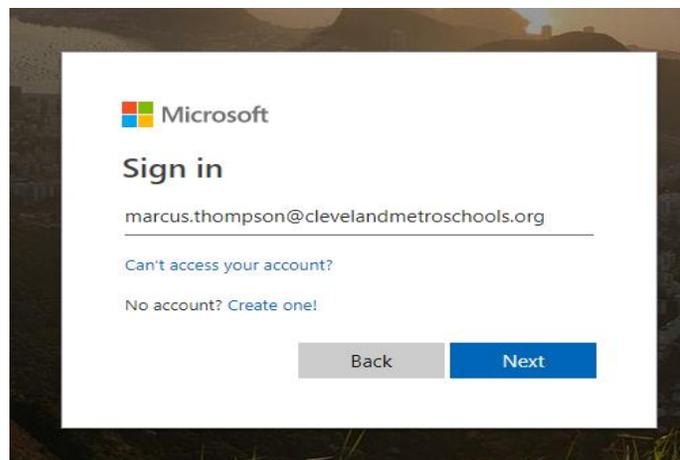
3. You will then be logged into Clever and see a list of applications you can click to log into. Click on the application of your choosing and you will be granted access.



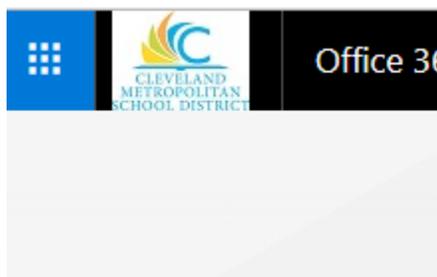
4. If you log in via the homepage or Office 365, you would navigate to the CMSD homepage and mouse over staff and select Office 365 or navigate directly to Office 365
 - a. Homepage = <http://www.clevelandmetroschools.org/>
 - b. Office 365 = <https://login.microsoftonline.com>



5. Once you select Office 365 or if you went directly to the Office 365 login page. You would want to login with your username and password. Same as email username and password
 - a. Staff username typically: first.last@clevelandmetroschools.org



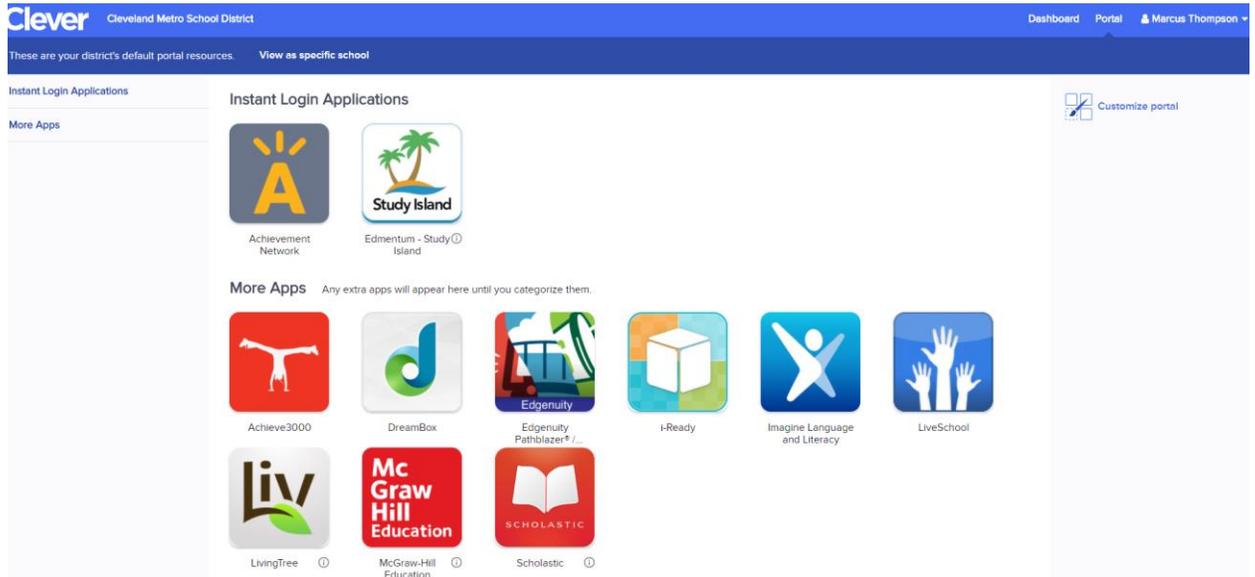
6. After logging in you will reach the Office 365 home page, at the top left hand corner of this page you will see an icon that looks like 3 rows of small squares. Click on that icon and then select, the blue link that says all apps. The list will then expand and you should see an icon for Clever in this listing. ****There may be more than one Clever Icon, any chosen will work ****



Other

-  Archived W2 and Pay Slips (ES W...
-  calendly
-  Clever
-  Clever
-  Cloze App
- 

7. Once you select Clever you will be logged into Clever where there will be a listing of all Clever SSO apps available to you.



The screenshot shows the Clever SSO portal interface. At the top, there is a blue header with the Clever logo, the text "Cleveland Metro School District", and navigation links for "Dashboard", "Portal", and a user profile for "Marcus Thompson". Below the header, a message states "These are your district's default portal resources." with a link to "View as specific school".

The main content area is titled "Instant Login Applications" and is divided into two sections:

- Instant Login Applications:** This section displays two application icons: "Achievement Network" (a yellow 'A' on a grey background) and "Edmentum - Study Island" (a palm tree on a blue background).
- More Apps:** This section is titled "Any extra apps will appear here until you categorize them." and displays a grid of application icons: "Achieve3000" (a red background with a white figure), "DreamBox" (a green 'd' on a white background), "Edgenuity Pathblazer" (a red background with a white figure), "i-Ready" (a white cube on a blue background), "Imagine Language and Literacy" (a blue background with a white figure), "LiveSchool" (a blue background with white hands), "LivingTree" (a green tree on a white background), "McGraw-Hill Education" (a red background with white text), and "Scholastic" (a red background with a white book icon).

On the right side of the interface, there is a "Customize portal" link with a pencil icon.