

## Clever Teacher Tip Sheet

---

Clever is an easy way for teachers and students to access online learning applications in one place. After a user logs into Clever, they will see the applications appropriate to their grade level and schedule.

### To log into Clever:

Go to the Clever website: [www.clever.com/in/millcreek](http://www.clever.com/in/millcreek)

Teachers will click on the “Teacher Log in” button. Enter username and password.

Students will click on Student log in and use their school Google username and password.

Students in grades K – 2 using an iPad will log in using a badge.

### FAQs

#### **Q: Student is unable to log into Clever. How do we get them logged in?**

**A:** Students in grades 3 - 12 use their Google username/password to log into Clever. Usually the student is not able to log into Google. If they have forgotten Google username/password, follow procedures to reset password.

#### **Q: Teacher is unable to log into Clever. How can they log into Clever?**

**A:** Verify the correct username and password is being used. Username is district username, not email address. Password is staff ID. If user is still not able to log in, submit a support ticket.

#### **Q: My class does not have access to an online resource. How do they get access?**

**A:** Some resources/applications are assigned based on licensing. If a teacher feels a resources should be available, please submit a support ticket with grade level, name of course, text book (if applicable), and online resource that is missing.

#### **Q: Students do not see textbook in McGraw Hill or Pearson.**

**A:** If a Pearson text is not available to a class, teachers need to follow instructions to assign text to classes in the Pearson EasyBridge Application.

If a text is not available in McGraw Hill. Please submit a support ticket with the class and exact name of text or online resource. The status of license will be investigated.

#### **Q: Where can I get documentation?**

**A:** When the teacher logs into Clever, there is a section titled “Documentation for staff.” The district will put links to help articles or documents that may assist teachers. These may be links to Clever help articles or Google Docs.