

Clever Portal Login

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

Opening the Clever Portal

Center City PCS has a Clever Portal Page located at the following URL:

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

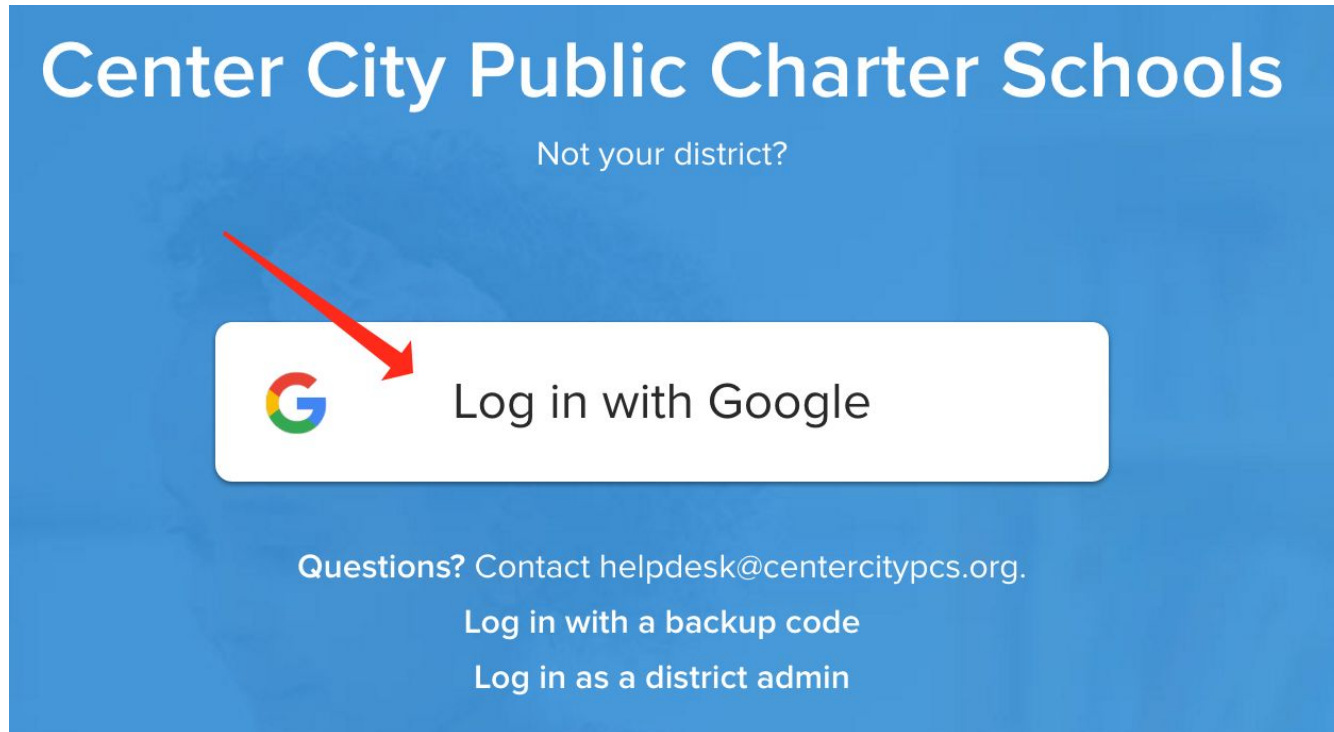
If you are logged in to your Chrome browser using your Center City email account then this page should load automatically when you start your browser.

Your students will automatically be sent to this page when they log in to their Google Accounts on student Chromebooks. Once students have logged in to their Chromebook they will follow the procedure outlined in the following pages.

Please note, students in grades PK3 through 1st Grade do not have Google Accounts. They will login using Clever Badges via the procedure outlined [here](#).

Logging In

Clever uses your Center City Google Account's login credentials for accessing the portal. To log in click on the big "**Log in with Google**" button.

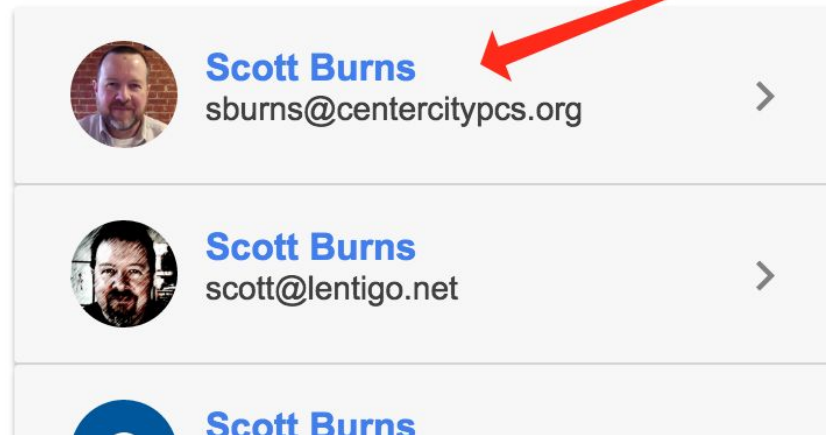





Selecting Your Google Account

If you are logged in to multiple Google accounts you will be prompted to select the account to use. Choose your Center City PCS account from the list:



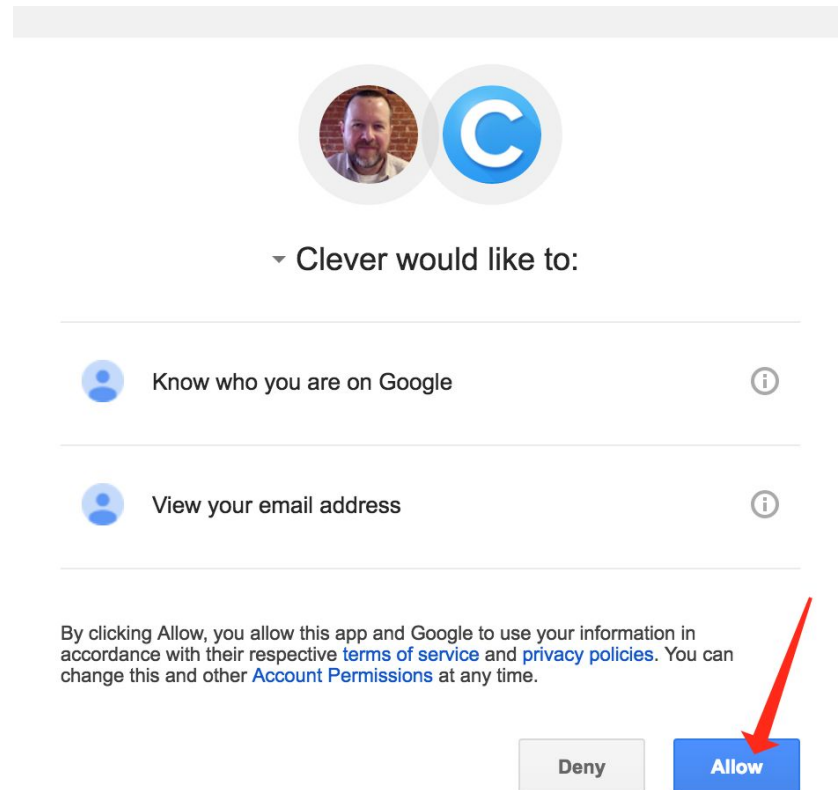
Choose an account

A screenshot of the Google account selection interface. It shows a list of three accounts for 'Scott Burns'. The first account is 'sburns@centercitypcs.org' and is highlighted with a red arrow pointing to it. The second account is 'scott@lentigo.net'. The third account is partially visible at the bottom. Each account entry includes a profile picture, the name 'Scott Burns', the email address, and a right-pointing chevron icon.

	Scott Burns sburns@centercitypcs.org	>
	Scott Burns scott@lentigo.net	>
	Scott Burns	

Giving Clever Permission to Access Your Account

The first time you, or one of your students, log in Google will prompt you to allow Clever to access information about your account (your name and email address). Click the **Allow** button extend this permission:



The screenshot shows a permission dialog box. At the top, there is a grey horizontal bar. Below it are two circular icons: a profile picture of a man and the Clever logo (a blue 'C' in a white circle). Below the icons is the text "Clever would like to:" with a small downward arrow. There are two permission items listed, each with a blue person icon on the left and an information icon (i) on the right:

- Know who you are on Google
- View your email address

Below the list is a paragraph of text: "By clicking Allow, you allow this app and Google to use your information in accordance with their respective [terms of service](#) and [privacy policies](#). You can change this and other [Account Permissions](#) at any time." At the bottom, there are two buttons: a grey "Deny" button and a blue "Allow" button. A red arrow points to the "Allow" button.

The Clever Portal

After permission is granted you will be forward to the Center City PCS Portal, which will look something like the image below. From here staff and students can click on the icons displayed to access those services.

The screenshot shows a web browser window with the address bar displaying "Clever Inc. [US] | https://clever.com/in/centercitypcs". The browser's address bar also shows several icons: a globe, a star, an information icon, a red dot icon, a blue icon with "1s", a speech bubble icon, and "CSS".

The main content area has a blue header with the "Clever" logo on the left and navigation links for "Dashboard", "Portal", and "Scott Burns" (with a user icon) on the right.

Below the header, the text "Center City Public Charter Schools" is displayed on the left, and a "Customize" link is on the right.

The main content area is titled "Instant Login Applications" with an "Edit" link. It features four application icons in a row:

- Lexia - Core5**: A blue icon with the text "CORE5" and a book graphic.
- Achieve3000**: A red icon with a white silhouette of a person performing a handstand.
- TenMarks**: A red icon with a white circle containing the fraction $\frac{10}{10}$ and the text "TENMARKS" below it.
- MasteryConnect**: A green icon with a white network diagram of four nodes connected by lines.

Each icon has a small information icon (i) below it.

Accessing Third Party Applications

As noted on the previous slide, click on the icon of the desired service to access that application. The portal will only display the applications that the Teacher/Staff or Student is configured to access. In most cases the User's existing login will carry into the application; a second login will not be required.

Troubleshooting

Clever is doing a lot more behind the scenes providing the portal page. It is also logging in to our PowerSchool server every two hours and downloading updated student, teacher, and class rosters. It then sends these on to the registered third-party providers. While it works well for most students you may encounter the following challenges:

- A student doesn't have the desired service icon showing - this means the student isn't "in scope" for that service. Please email helpdesk@centercitypcs.org to open a help ticket.
- A staff or student login doesn't work - this means that the Student isn't registered in PowerSchool correctly, or a Teacher/Staff member doesn't have the correct type of account. Again, please email helpdesk@centercitypcs.org to open a help ticket so your issue can be resolved.