EVERFI
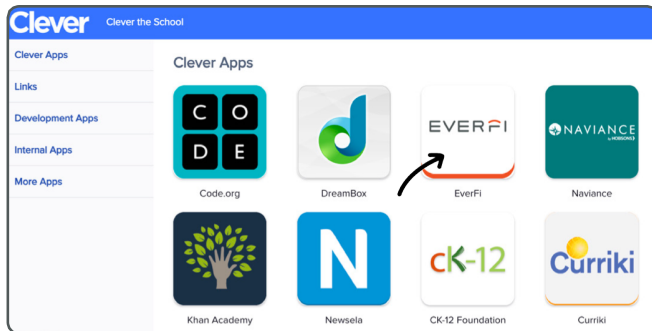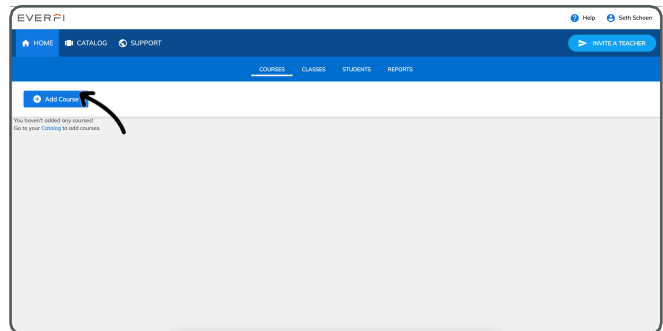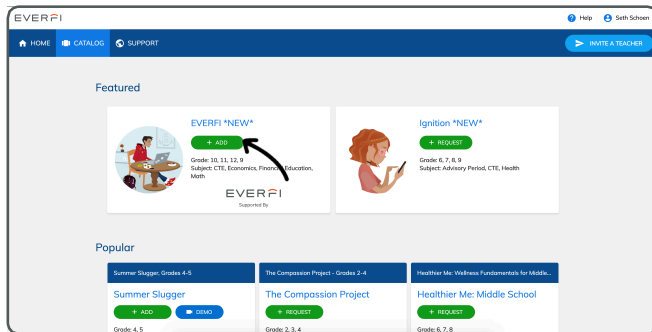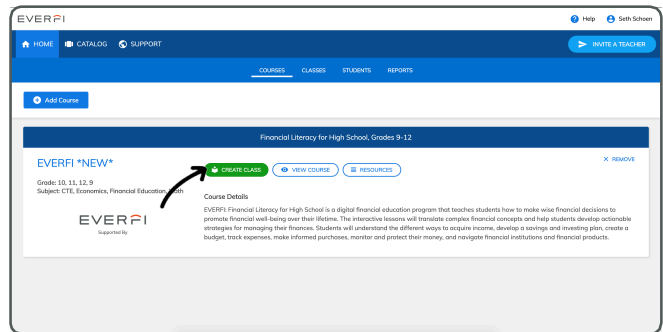## Educator Quick Start Guide

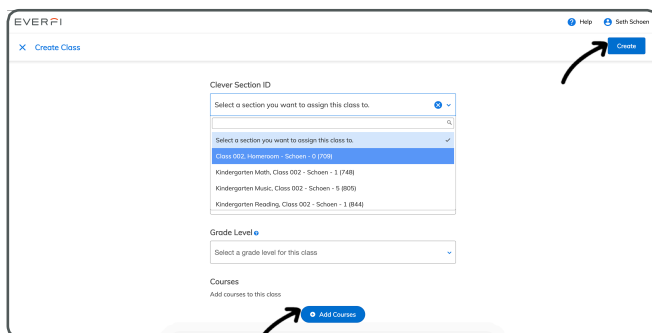**1** Select the EVERFI app on your Clever homepage.

2 Select the "+Add Course" button to view the catalog and add available EVERFI courses to your dashboard.

3 Once you've reviewed available courses, select "+Add" to any course you'd like to use!

4 Click "Create Class" next to the course you want to link to your Clever section.

5 From the dropdown, select the desired Clever section, answer the prompts, add any additional courses to the section, and click "Create".
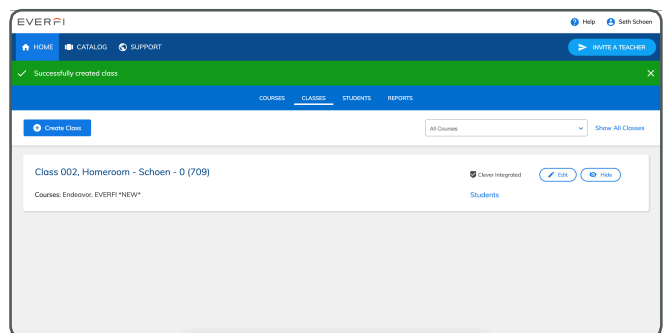
6 The course is now available for use! Just have your students select the EVERFI app in Clever to get started!

Next:
Explore your EVERFI Teacher Center: the **Reports tab** tracks student progress. The **Resources** button hosts lesson plans, vocabulary guides, and Curriculum Guides for all of EVERFI's courses.

EVERFI

Clever FAQs

Where should I sign in?
You no longer need to sign in through http://www.everfi.com/login. You can now sign into EVERFI through your school's Clever portal. Simply log into Clever and click on the EVERFI app to sign in. Once you log in you will have the opportunity to link your account to an existing EVERFI account.

Confused about finding Clever? Speak with your building IT support or EVERFI Schools Manager for tips on where to find your specific log-in portal.

What about my current classes I have already set up?
If you already have students working through one of EVERFI's programs this semester, they can now log in through their single sign-on portal. Once they have logged in, they will need to enter their old EVERFI username and password to link to their existing EVERFI account. When you begin a new course, new semester, or new group of students, then you can create a new Clever-linked class on your EVERFI dashboard that will automatically roster all of your students in that class.

Will anything change on my teacher dashboard as a result of CLEVER + EVERFI?
On the whole, there will not be that much of a difference for you or your students. However, you will notice a few differences on your EVERFI teacher dashboard:
- +Create Class
    - Instead of creating and naming each class you teach, you can now select linked sections from a drop-down list on the create class menu
- Classes
    - Class registration codes are a thing of the past! You will now see a single check mark under "Clever Integration" if your sections were created once you have logged in through Clever
    - *NOTE: After you have created a class, it will show that there are zero students in that class until students begin logging into EVERFI through Clever*
- Students Tab
    - You'll now notice that "Register New Students" option has been removed. You should no longer need this - students will be rostered automatically thanks to Clever!

So, I don't need to create class codes anymore?
No, you will no longer need class codes for registering students with EVERFI. In order to ensure that your rosters remain up-to- date, please be aware of the following:
1. Students **will not** sign in via www.everfi.com/login. Instead, please have them click the EVERFI app in their single sign-on portal (name differs by district).
2. Students **will not** register with a class code. In fact, if your district and EVERFI account are linked with Clever, you'll no longer be able to generate new class codes.
3. Teachers **will not** upload rosters/register students manually into their classes. In fact, if your district and EVERFI account are linked with Clever, you'll no longer even see this option.

What if a student is added to/removed from my class during the academic year?
Any changes to your rosters made via your district's Student Information System (SIS) will be reflected in your EVERFI classes.

What if I don't have student sections?
Because EVERFI uses the rosters from your district's Student Information System (SIS), if you do not have set rosters, you will have to continue logging in through www.everfi.com/login where you will create class codes.

Your students can still log in through the single sign-on portal. When they log in for the first time, they will see a blank dashboard. From there they can enter the class code in the top right corner of their dashboard.