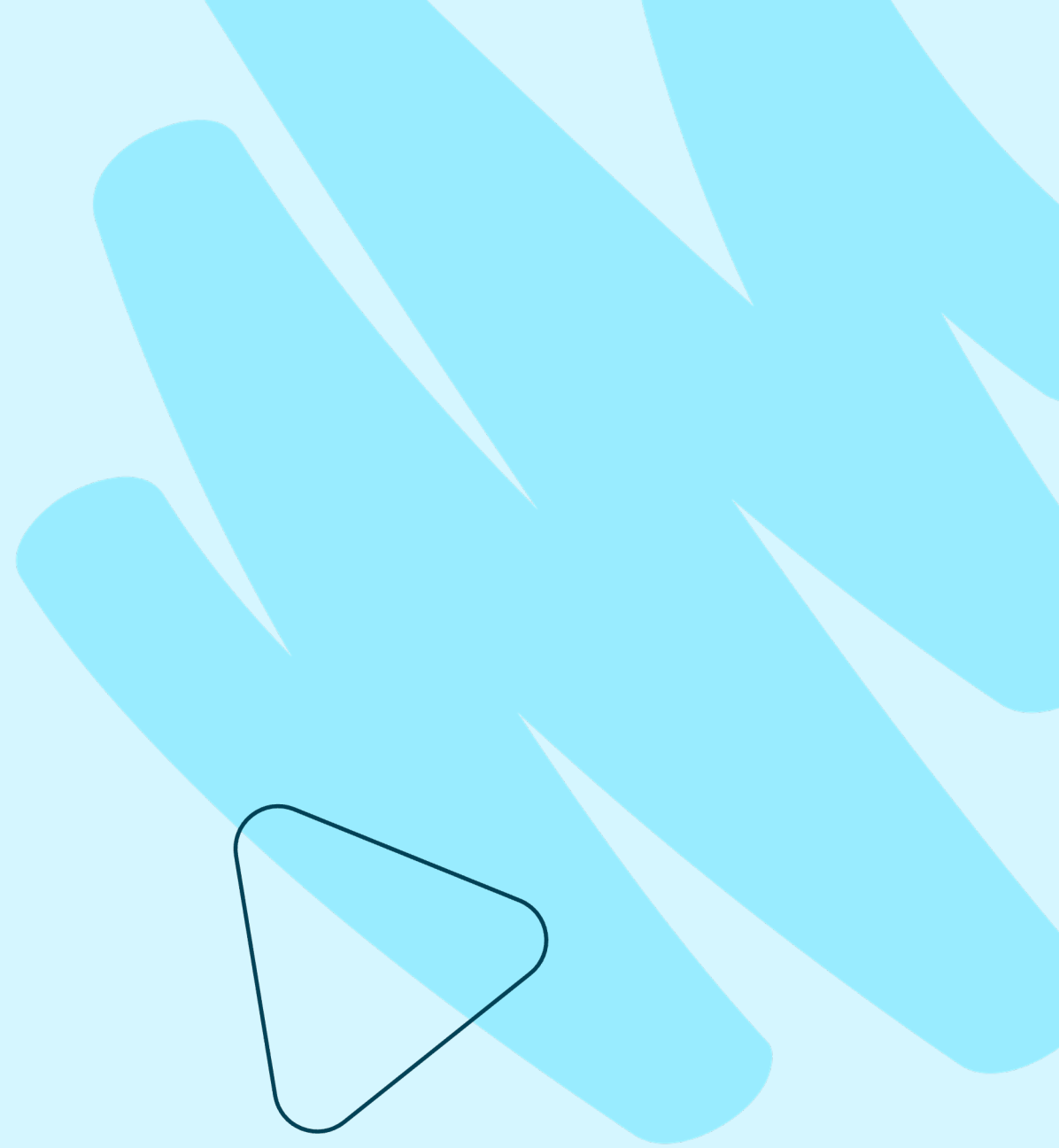
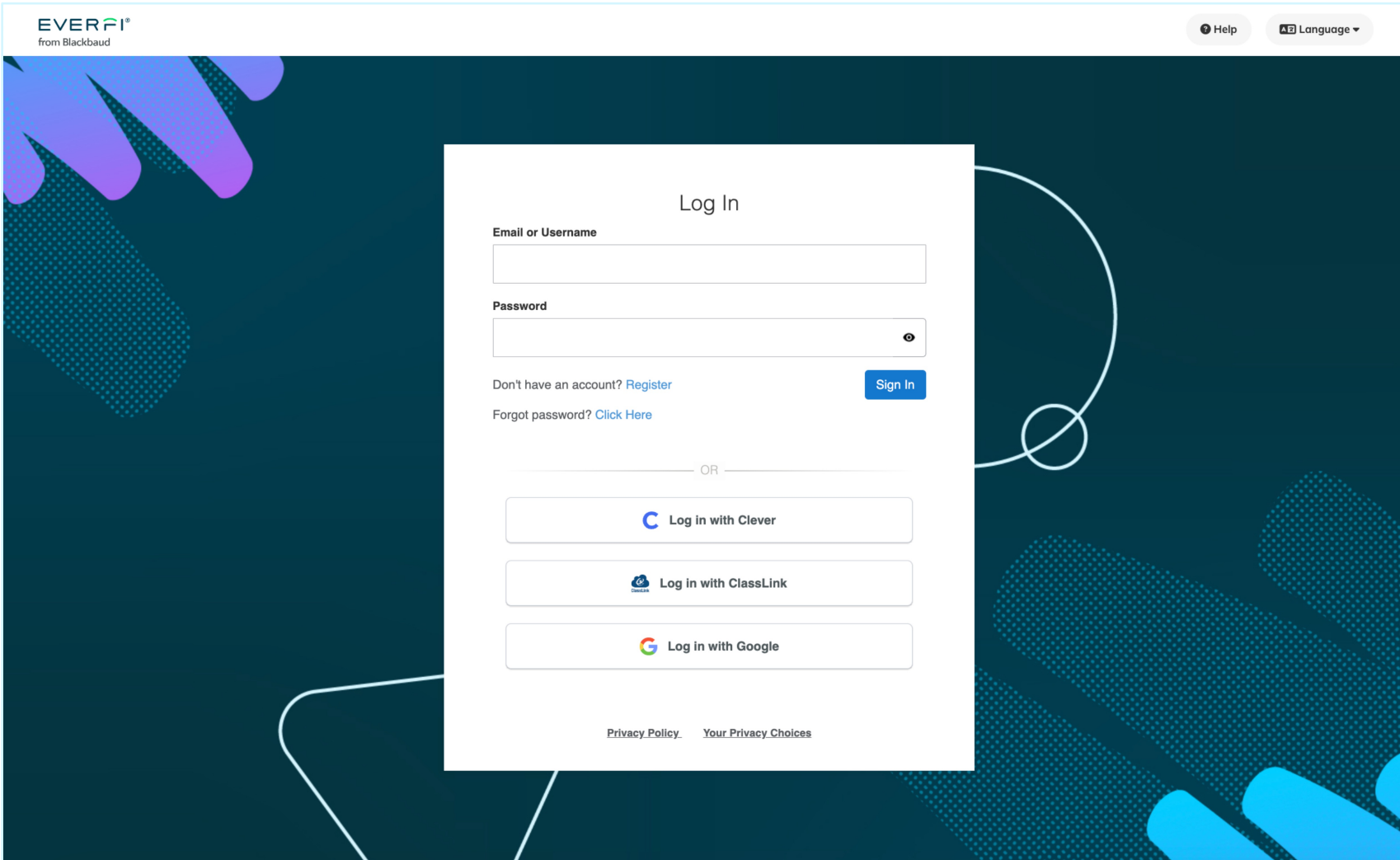


# Steps for Educators

Getting Started, Exploring  
EVERFI's Learning Platform, and  
Assigning Courses to Students



# Google Single Sign-On (SSO)



EVERFI<sup>®</sup>  
from Blackbaud

Help Language

## Log In

Email or Username


Password


Don't have an account? [Register](#)


Forgot password? [Click Here](#)

[Sign In](#)

OR

 Log in with Clever

 Log in with ClassLink

 Log in with Google

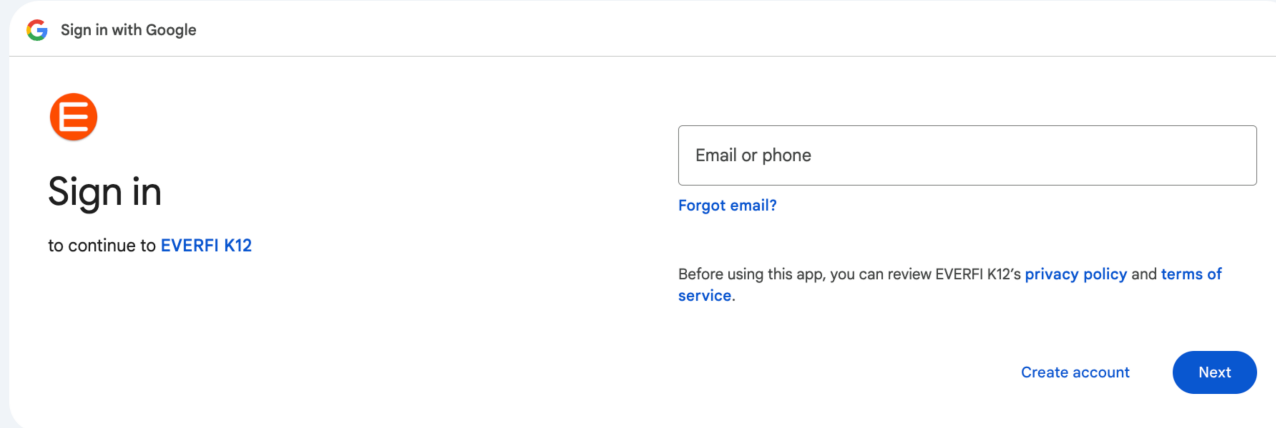
[Privacy Policy](#) [Your Privacy Choices](#)

1

Log in with Google at [everfi.com/login](https://everfi.com/login) to access your free teacher account

Select the "Log in with Google" button to continue with SSO

# Sign In with Google



The screenshot shows a sign-in interface for EVERFI K12. At the top left is the Google logo and the text "Sign in with Google". Below this is the EVERFI logo (an orange circle with a white 'E') and the text "Sign in to continue to EVERFI K12". To the right is a text input field labeled "Email or phone". Below the input field is a link "Forgot email?". Further down is a line of text: "Before using this app, you can review EVERFI K12's [privacy policy](#) and [terms of service](#)." At the bottom right are two buttons: "Create account" and "Next".

English (United States) ▼

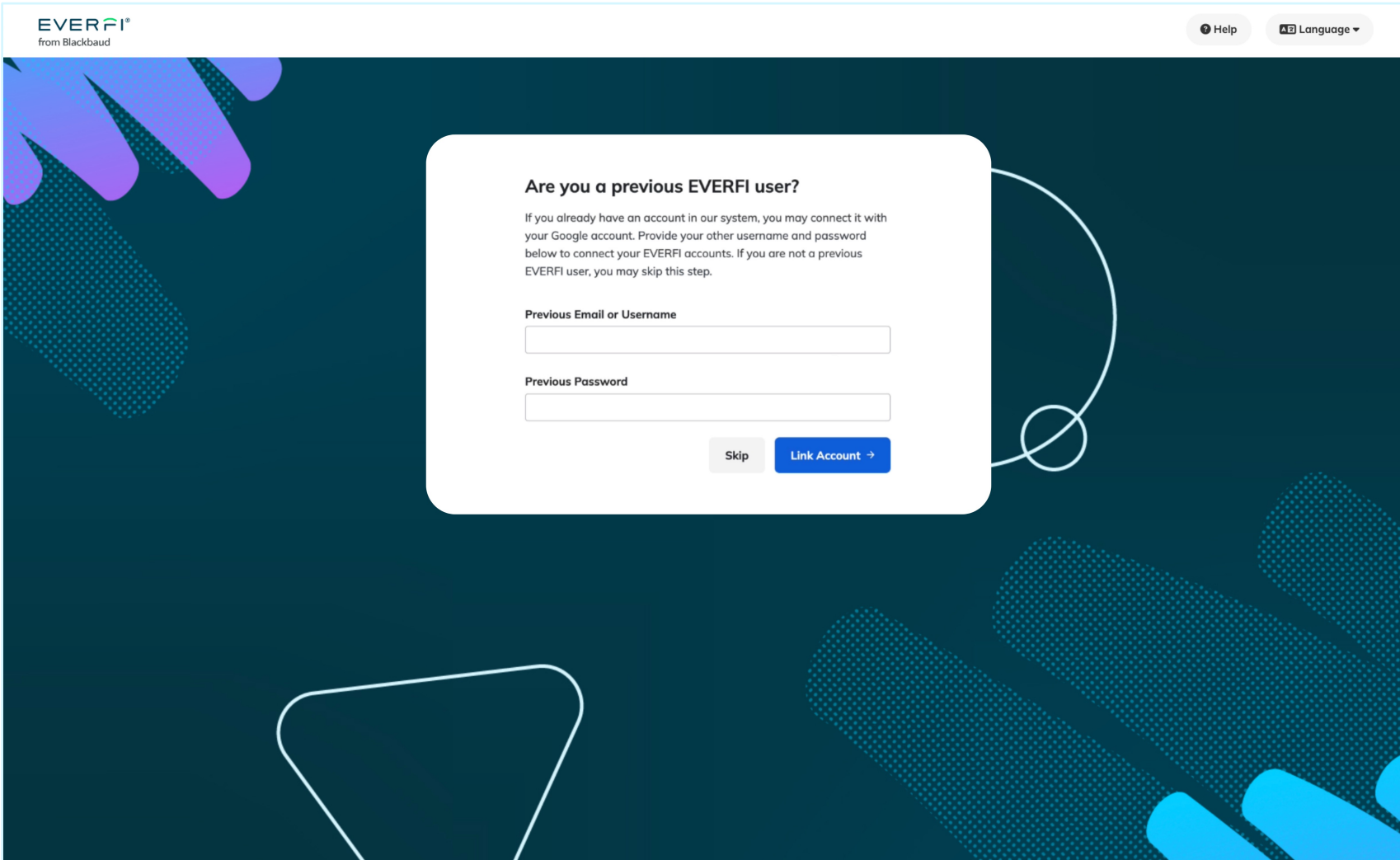
[Help](#) [Privacy](#) [Terms](#)

2

Sign in with your **school email address** and **password**

Then click "Continue" to customize your teacher account with EVERFI

# Option to Link Previous Account

The screenshot shows the EVERFI login interface. At the top left is the logo 'EVERFI from Blackbaud'. At the top right are links for 'Help' and 'Language'. The main background is dark teal with abstract light blue and white geometric shapes. A white dialog box is centered, titled 'Are you a previous EVERFI user?'. It contains a paragraph of text explaining the connection process. Below the text are two input fields: 'Previous Email or Username' and 'Previous Password'. At the bottom of the dialog are two buttons: 'Skip' and 'Link Account ->'.

EVERFI<sup>®</sup>  
from Blackbaud

Help Language

**Are you a previous EVERFI user?**

If you already have an account in our system, you may connect it with your Google account. Provide your other username and password below to connect your EVERFI accounts. If you are not a previous EVERFI user, you may skip this step.

Previous Email or Username

Previous Password

Skip Link Account →

3

If you already have an EVERFI teacher account, you can **connect it** with your Google account now

Enter your previous email address and password to link the accounts



# Find Your School

EVERFI<sup>®</sup>  
from Blackbaud

Help Language

### Find Your School

**Country**  
United States of America

**State**  
Select Your State

**School Name Zip**  
No school selected.  
Search by school's name or zip code  
Please enter 3 or more characters

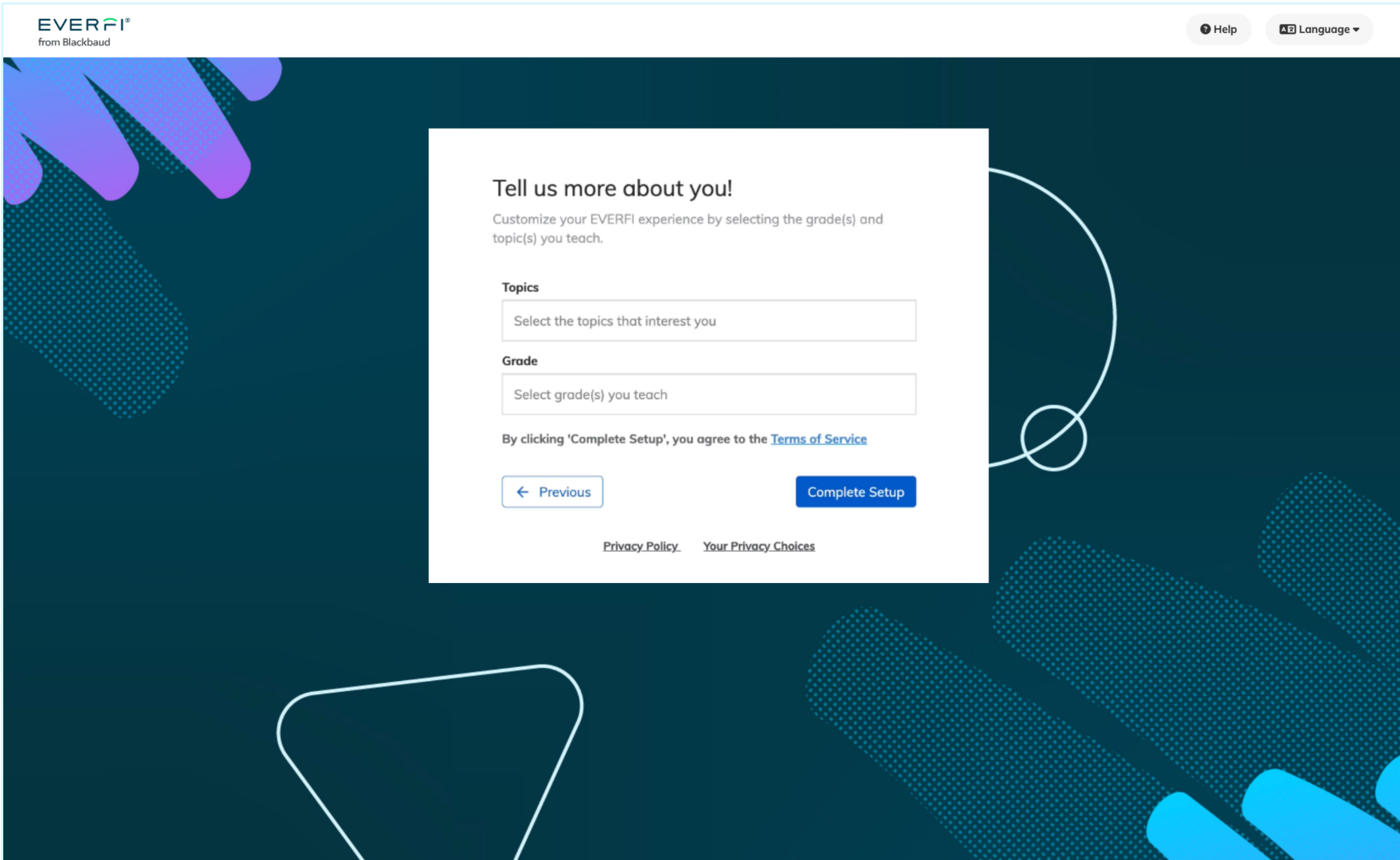
Can't find your school? [Click Here](#)

4

If you do not have a teacher previous account, select your school by **state** and **school name** or **zip code**

If you can't find your school, select the blue "Click Here" button

# Customize Your Profile



The screenshot shows the EVERFI profile customization interface. At the top left is the EVERFI logo with 'from Blackbaud' underneath. At the top right are links for 'Help' and 'Language'. The main content area has a dark teal background with abstract white and blue shapes. A white form box is centered, titled 'Tell us more about you!' with the instruction 'Customize your EVERFI experience by selecting the grade(s) and topic(s) you teach.' The form contains two sections: 'Topics' with a text input field 'Select the topics that interest you' and 'Grade' with a text input field 'Select grade(s) you teach'. Below these is a line of text: 'By clicking 'Complete Setup', you agree to the [Terms of Service](#)'. At the bottom of the form are two buttons: '← Previous' and 'Complete Setup'. At the very bottom of the form are two links: 'Privacy Policy' and 'Your Privacy Choices'.

EVERFI<sup>®</sup>  
from Blackbaud

Help Language

### Tell us more about you!

Customize your EVERFI experience by selecting the grade(s) and topic(s) you teach.

**Topics**

Select the topics that interest you

**Grade**

Select grade(s) you teach

By clicking 'Complete Setup', you agree to the [Terms of Service](#)

← Previous Complete Setup

[Privacy Policy](#) [Your Privacy Choices](#)

5

Select one or more **topics** that relate to the subject you teach

Add your **grade(s)**

This will customize your EVERFI experience

# View Recommended Courses

EVERFI<sup>®</sup>  
from Blackbaud


SupportLanguageTeacher Name

Explore CoursesMy CoursesMy ClassesStudentsGradebookRefer a Colleague

### My Courses

Grade ▼Topic ▼Language ▼Show Active Courses ▼Sort by: Featured ▼

COLLECTIONS



#### Financial Literacy for High School Collection \* New!

★ COLLECTION

Grade 9-12 Courses 11 Duration 13 hours and 40 minutes

The Financial Literacy for High School Collection is a series of courses that pair well together to more comprehensively address national standards and provide an enhanced, cohesive learning experience for students. We recommend using this entire Collection to supplement your curriculum or teach to the Jump\$tart National Standards. The courses can be taken in whatever order is most suitable for your classroom, but we advise starting with lessons from the foundational course, EVERFI: Financial Literacy, and then advancing to other courses in the Collection.

View Collection+ Add All To Class

CONTENT

#### EVERFI: Financial Literacy<sup>®</sup> for High School

9, 10, 11, 12

★ Financial Literacy Collection

6

Welcome to EVERFI's learning platform

On the **My Courses** tab, you can view a list of courses that EVERFI recommends based on your selected grade(s) and topic(s)

# Explore the Full Content Library

EVERFI<sup>®</sup>  
from Blackbaud

SupportLanguageTeacher Name

All Courses

GradeTopicLanguage

Sort by: Course (A-Z)

Showing 39 of 39

306: Black History – Continuing the Story™

Grade 8-12

(Available in Spanish) This course helps students understand the history of events that have shaped the experience of many Black people in the U...[show more](#)

Supported By:  
EVERFI<sup>®</sup>  
from Blackbaud

Details+ Add To Class

306: Black History™

Grade 8-12

(Available in Spanish) This course explores the lives, stories, and lessons of Black Americans throughout history. The curriculum goes beyond ju...[show more](#)

Supported By:  
EVERFI<sup>®</sup>  
from Blackbaud

Details+ Add To Class

Accounting Careers: Limitless Opportunities™

Grade 9-12

(Available in Spanish) This workforce readiness course, sponsored by CAQ, shows students how an accounting background can help them achieve thei...[show more](#)

Supported By:  
accounting

Details+ Add To Class

Alcohol Education: Safe and Smart™

Grade 8-12

This health & wellness course takes a public health approach to preventing alcohol abuse and is designed to scaffold students' understanding of...[show more](#)

Build: Credit Fundamentals™

Grade 9-12

★ Financial Literacy Collection

(Available in Spanish) This financial education course, sponsored by OneMain Financial, teaches students the fundamentals of managing a healthy...[show more](#)

Character Playbook®: Building Healthy Relationships

Grade 6-9

(Available in Spanish) This course, sponsored by the NFL, teaches students how to establish and maintain healthy, supportive relationships with...[show more](#)

7

Click **Explore Courses** on the top left corner of your Dashboard

From this page, you can filter by grade, topic, and/or language available

EVERFI<sup>®</sup> from Blackbaud

# Learn More About a Course

EVERFI<sup>®</sup>  
from Blackbaud

SupportLanguageTeacher Name

Explore CoursesMy CoursesMy ClassesStudentsGradebook

Refer a Colleague

← Explore Courses

Tax Simulation: Understanding Taxes™

PreviewAdd to Class

Grade 9-12Lessons 5Duration 40 minutes

★ Financial Literacy Collection

This financial education course, sponsored by Intuit for Education, helps students develop healthy financial habits and build confidence about handling their taxes. The course creates a high-fidelity experience of navigating tax preparation software and challenges learners to navigate preparing and filing taxes for five characters, which introduces them to important tax considerations that are relevant to high school students.

Standards AlignmentUS National Standards

LanguagesEnglish - US, Spanish - US

TopicFinancial Education, Workforce Readiness

LessonsResourcesStudent Activities

Curriculum Guide

The curriculum guide provides information about course content and standards alignment.

Tax Simulation Curriculum Guide

Open

Lessons

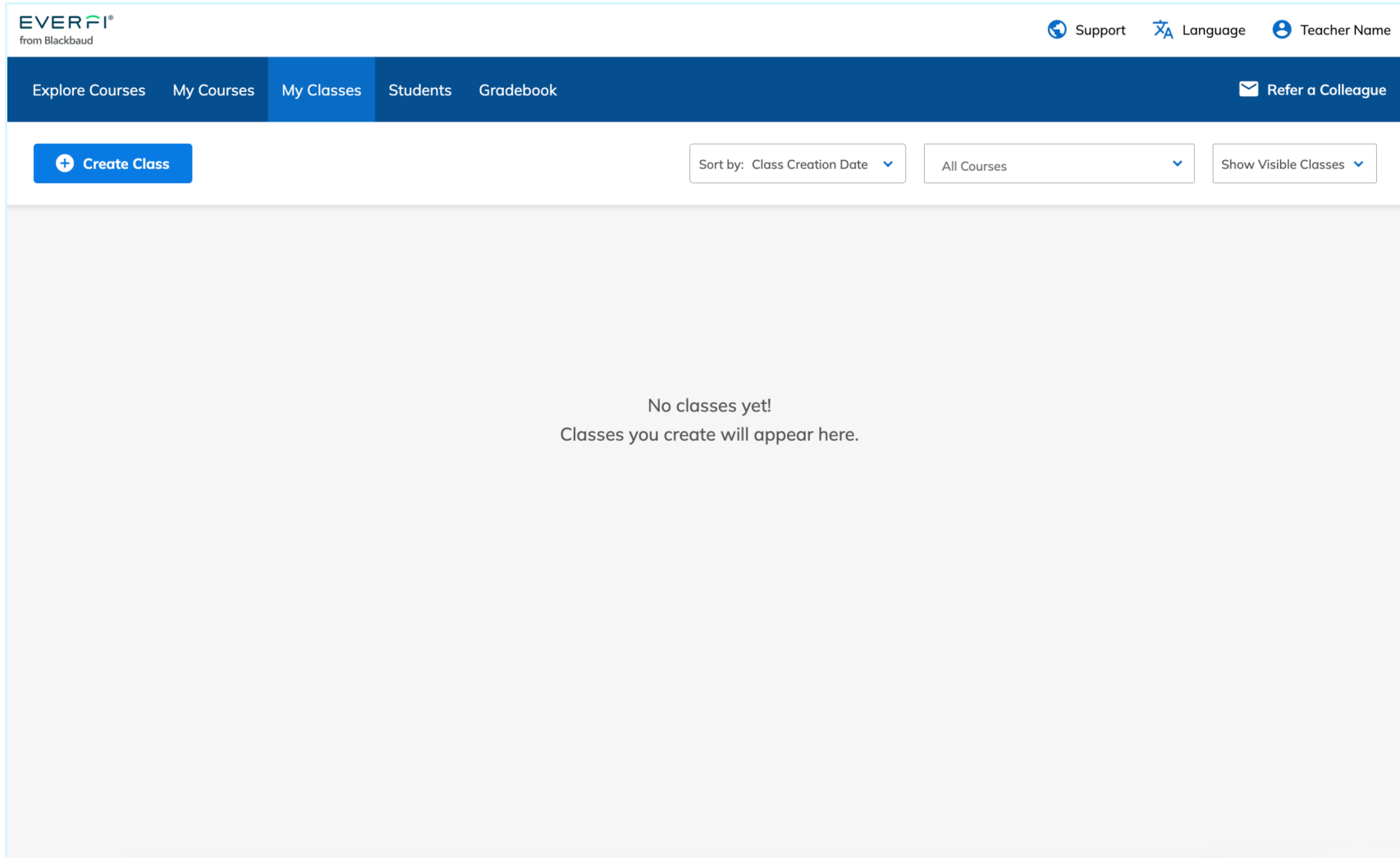
8

Click **Details** on a course that you want to explore and select “Preview” to demo the lessons

Access planning resources and companion in-person lessons

EVERFI<sup>®</sup> from Blackbaud

# Assign Courses to Your Students



The screenshot shows the EVERFI dashboard interface. At the top left is the EVERFI logo with 'from Blackbaud' underneath. To the right are links for 'Support', 'Language', and 'Teacher Name'. Below this is a dark blue navigation bar with tabs: 'Explore Courses', 'My Courses', 'My Classes' (which is highlighted), 'Students', and 'Gradebook'. On the far right of this bar is a 'Refer a Colleague' link with an envelope icon. Below the navigation bar, on the left, is a blue button with a plus icon and the text 'Create Class'. To the right of this button are three filter boxes: 'Sort by: Class Creation Date' with a dropdown arrow, 'All Courses' with a dropdown arrow, and 'Show Visible Classes' with a dropdown arrow. The main content area is a large light gray rectangle containing the text: 'No classes yet! Classes you create will appear here.'

9

Click **My Classes** on the top left corner of your Dashboard

Select the blue "Create Class" button

# Customize Your Class

EVERFI<sup>®</sup>  
from Blackbaud

SupportLanguageTeacher Name

Class Information

Add information about this class. You can edit this information later by visiting My Classes.

Class Name \*

Please create a name for this class

Start Date \*

Please select the date you plan to start

Class Size

Select the number of students

Grade Level \* ⓘ

Please select a grade level

Courses

Courses you select appear below. If you want to add more courses to this class, click "Add Courses."

+ Add Courses

10

Enter your class name, start date, class size, and grade level(s)

Click **Add Courses** and then select the courses you'd like to assign to your students

# Lock / Unlock Courses

EVERFI®  
from Blackbaud

SupportLanguageTeacher Name

Courses

Courses you select appear below. If you want to add more courses to this class, click "Add Courses."

Minding Your Money: Skills for Life™  
Grade 9, 10, 11, 12  
Unlocked  
This course is unlocked and will appear on the Student Dashboard. You may lock a course at any time by editing this class.

Pathways: Financing Higher Education™  
Grade 9, 10, 11, 12  
Locked  
This course is locked and will not show on the Student Dashboard. You may unlock a course at any time by editing this class.

Prescription Drug Safety: Know the truth™

+ Add Courses

Cancel

Create Class

11

Toggle a course to **Locked** to hide it from your students for the time being

You can then unlock a course at any time from your Dashboard



# Get Your Students Started

The screenshot shows the EVERFI interface with a modal titled "How would you like to share this class with your students?". The modal has two options:

- Share Registration Code**: Have your students use a registration code to join this class. Recommended for middle/high school students.
- Create Student Accounts**: Create accounts for each student and have them log in to join this class. Recommended for younger students.

Below the options, it says: "Still have questions on how to share class with your student? Visit this [link](#)."

The background interface includes a top navigation bar with "Support", "Language", and "Teacher Name". A sidebar on the left has "Explore Courses", "My Courses", "My Classes", and "Students". A "Create Class" button is visible. The main content area shows a list of advisory topics with a table of counts.

Advisory	0	0	0
Alcohol Education: Safe	0	0	0
Character Playbook®: E	0	0	0
Honor Code: Bullying Pr	0	0	0
Keys To Your Future: Co	0	0	0
Minding Your Money: Skills for Life™	0	0	0
Prescription Drug Safety: Know the truth™	0	0	0
Understanding Mental Wellness®	0	0	0
Vaping: Know the truth™	0	0	0
Pathways: Financing Higher Education™	0	0	0

At the bottom, there are buttons for "More Actions", "Edit Class", and "Registration Code".

12

Creating your class will generate a unique class registration code

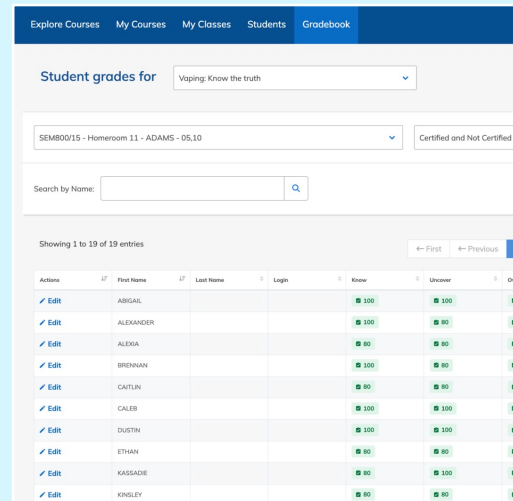
Students then get started by logging in with Google and using their unique class registration code at [everfi.com/login](https://everfi.com/login)

# Real-Time Reporting and Ongoing Support

Once your students have started their assigned courses, you can monitor their progress and measure growth with pre- and post-assessment scores. Additionally, EVERFI's dedicated team is available to support you every step of the way so that you feel confident implementing the curriculum with your class.

Log back in at  
[everfi.com/login](https://everfi.com/login)

Gradebook



Explore Courses My Courses My Classes Students **Gradebook**

Student grades for Vaping: Know the Truth

SEM800/15 - Homeroom 11 - ADAMS - 05.10 Certified and Not Certified

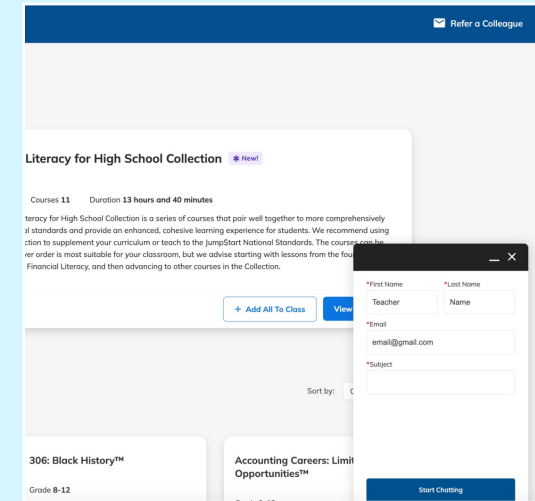
Search by Name: [ ]

Showing 1 to 19 of 19 entries

Actions	ID	First Name	Last Name	Login	Know	Uncover	Overall
<a href="#">Edit</a>		ABIGAIL			100	100	80
<a href="#">Edit</a>		ALEXANDER			100	80	80
<a href="#">Edit</a>		ALEXIA			80	80	80
<a href="#">Edit</a>		BRENNAN			100	80	10
<a href="#">Edit</a>		CAITLIN			80	80	80
<a href="#">Edit</a>		CALEB			100	100	10
<a href="#">Edit</a>		DUSTIN			100	100	10
<a href="#">Edit</a>		ETHAN			80	80	80
<a href="#">Edit</a>		KASSADIE			80	100	80
<a href="#">Edit</a>		KINSLEY			80	80	80

Head to the **Gradebook** tab to view student grades by course

Chat with EVERFI support



Refer a Colleague

### Literacy for High School Collection

Courses 11 Duration 13 hours and 40 minutes

Literacy for High School Collection is a series of courses that pair well together to more comprehensively address standards and provide an enhanced, cohesive learning experience for students. We recommend using this collection to supplement your curriculum or teach to the JumpStart National Standards. The courses can be used in any order most suitable for your classroom, but we advise starting with lessons from the four foundational courses: Financial Literacy, then advancing to other courses in the Collection.

+ Add All To Class View

Sort by: C

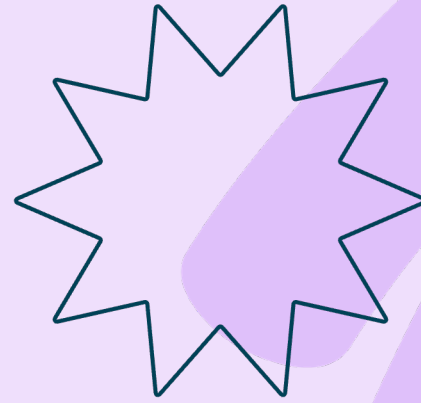
306: Black History™ Grade 8-12

Accounting Careers: Limit Opportunities™

Start Chatting

First Name Last Name Teacher Name Email Subject

Click **Chat with EVERFI support** or email us [k12support@everfi.com](mailto:k12support@everfi.com)



# Steps for Students

Accessing EVERFI's Platform,  
Getting Started on the Digital  
Courses, and Helpful Features

# Google Single Sign-On (SSO)



EVERFI<sup>®</sup>  
from Blackbaud

Help Language

## Log In

Email or Username


Password


Don't have an account? [Register](#)


Forgot password? [Click Here](#)

[Sign In](#)

OR

 Log in with Clever

 Log in with ClassLink

 Log in with Google

[Privacy Policy](#) [Your Privacy Choices](#)

1


Log in with Google at [everfi.com/login](https://everfi.com/login) to access your student account

Select the "Log in with Google" button to continue

# Sign In with Google



Sign in with Google

 **Sign in**  
to continue to [EVERFI K12](#)

Email or phone

[Forgot email?](#)

Before using this app, you can review EVERFI K12's [privacy policy](#) and [terms of service](#).

[Create account](#) [Next](#)

English (United States) ▼

[Help](#) [Privacy](#) [Terms](#)

2

Sign in with your **school email address** and **password**

After you have entered your email and password, click "Continue"

# Create Your Student Account

EVERFI<sup>®</sup>  
from Blackbaud

Help Language

### Create your EVERFI Student account

Enter Class Code Enter Age Range

Class Code ⓘ

Continue →

[Privacy Policy](#) [Your Privacy Choices](#)

3

Enter the **class registration code** from your teacher

Then select your **age range** to finish your student account

# Get Started

The screenshot shows the EVERFI student dashboard. At the top, there's a header with the EVERFI logo, navigation links for 'CURRENT COURSES', 'REMOTE COURSES', and 'PAST COURSES', a search bar for 'Enter Course Code', and an 'Add Course' button. Below the header, there are four course cards. The first card is for 'Alcohol Education: Safe and Smart™' with a circular image of a man speaking. The second card is for 'Character Playbook®: Building Healthy Relationships' with a circular image of four diverse people. Both cards show a progress bar at 0% and a 'Not Started' status. Below each card are 'View Progress' and 'Start →' buttons. The bottom row shows two more cards, one with a group of students and one with a person walking.

EVERFI<sup>®</sup>  
from Blackbaud

Help Language Student Name

CURRENT COURSES REMOTE COURSES PAST COURSES

Enter Course Code Add Course

**Alcohol Education: Safe and Smart™**

Not Started

Supported By:  
EVERFI<sup>®</sup>  
from Blackbaud

View Progress Start →

**Character Playbook®: Building Healthy Relationships**

Not Started

Supported By:  
NFL

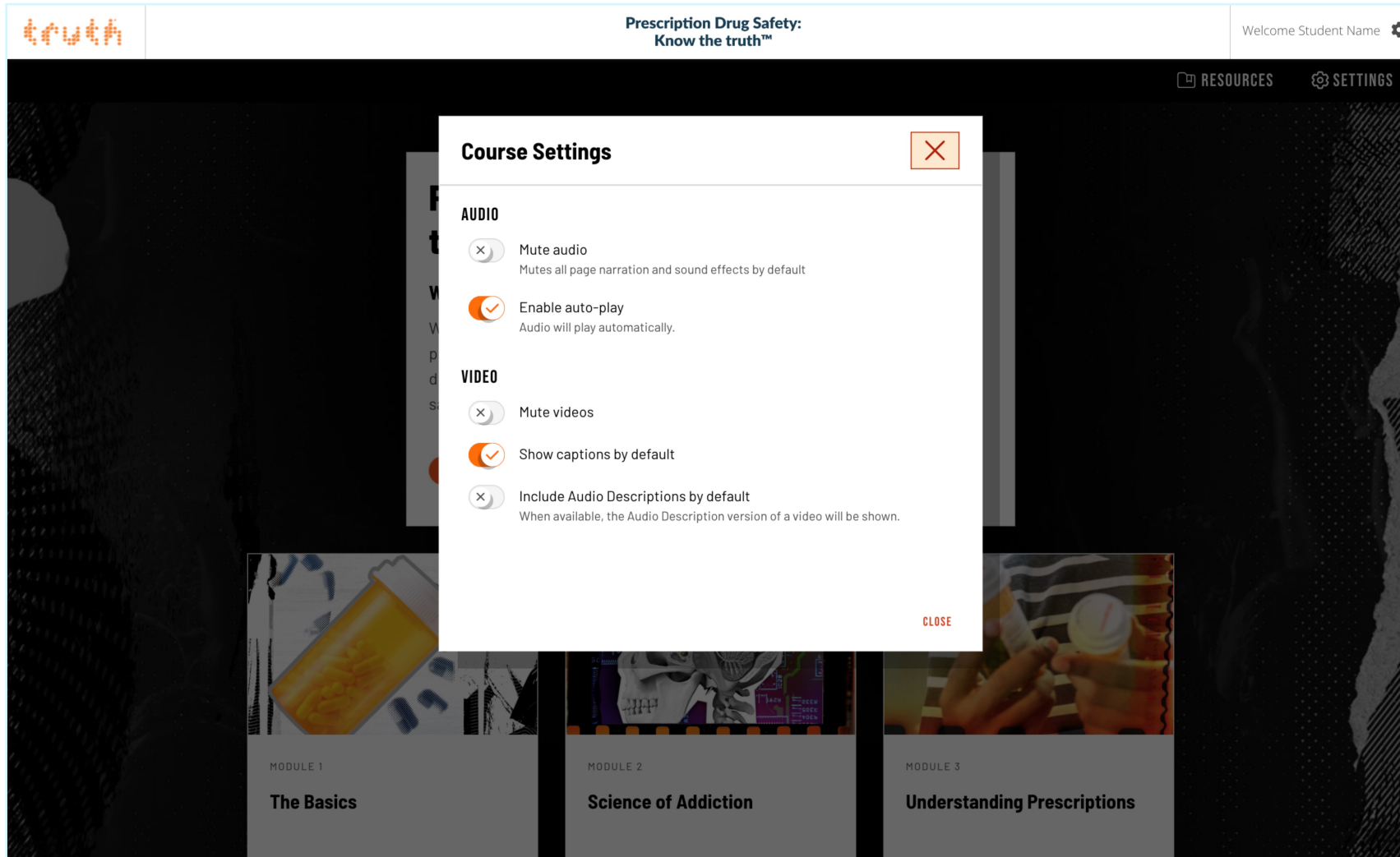
View Progress Start →

4

Click **Start** on the course your teacher has assigned

If your teacher has shared additional courses, enter the course code from your teacher on the top right corner and select "Add Course"

# Access Course Features



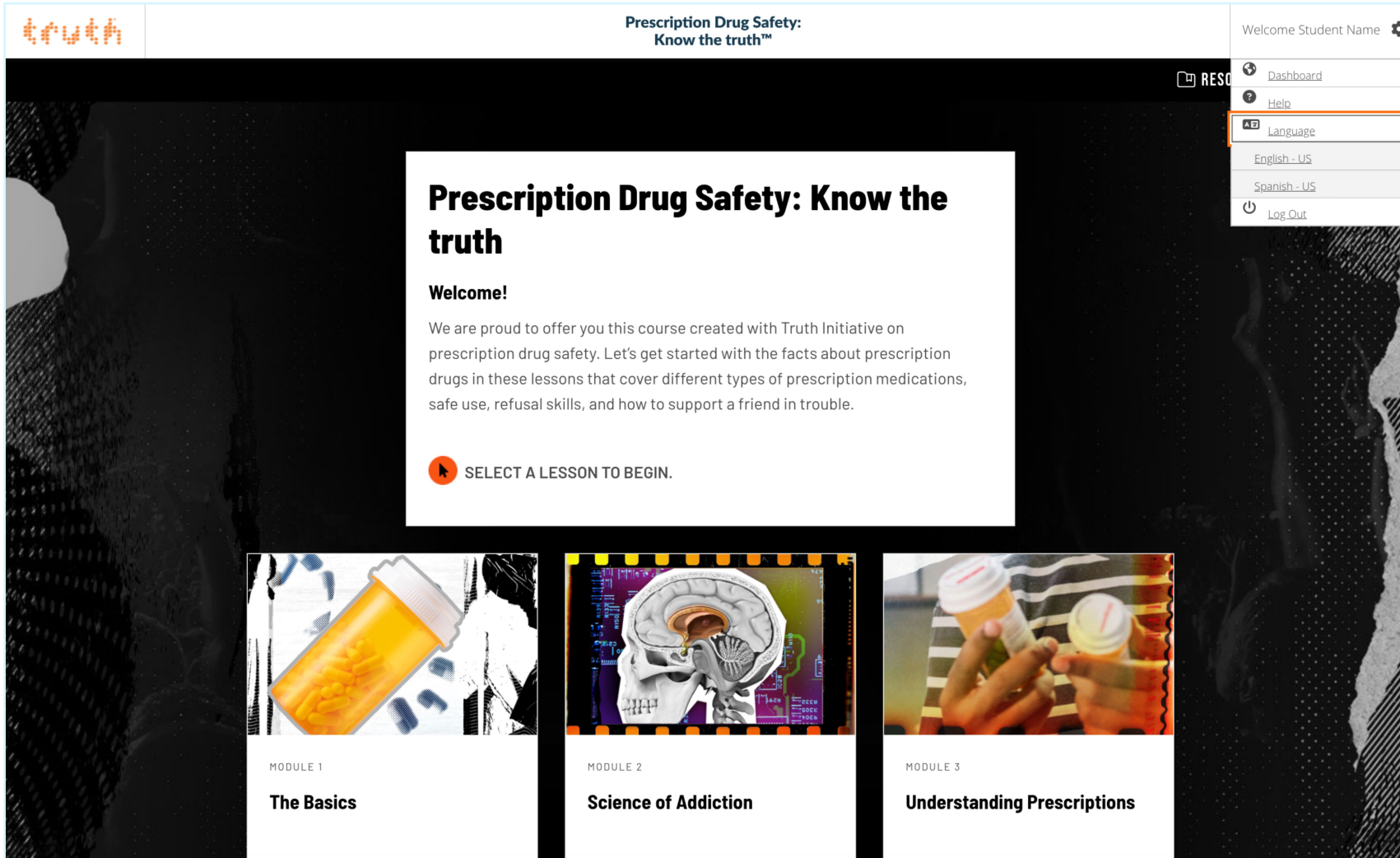
5

Make sure volume is on and click on the **Settings** icon to customize audio and video settings

Some courses include a Menu with resources, like a Glossary



# Change Language



The screenshot shows the 'truth' website interface for the 'Prescription Drug Safety: Know the truth' course. The top navigation bar includes the 'truth' logo, the course title, and a user profile section with a settings gear icon. A dropdown menu is open, showing options for 'Dashboard', 'Help', 'Language' (highlighted with an orange border), 'English - US', 'Spanish - US', and 'Log Out'. The main content area features a welcome message and a 'SELECT A LESSON TO BEGIN.' button. Below this, three module cards are displayed: 'MODULE 1 The Basics' (with a pill bottle image), 'MODULE 2 Science of Addiction' (with a brain scan image), and 'MODULE 3 Understanding Prescriptions' (with a hand holding pills image).

6

Click on your name on the top right corner of the screen and select **Language**

If the course is available in French or Spanish, you can then select your preferred language

# Your Progress Will Be Saved

The screenshot shows the landing page for the 'truth' Prescription Drug Safety course. At the top left is the 'truth' logo. The top center header reads 'Prescription Drug Safety: Know the truth™'. On the top right, there is a user profile section with 'Welcome Student Name' and a settings gear icon. Below this is a vertical menu with icons and labels for 'Dashboard', 'Help', 'Language', and 'Log Out'. The main content area has a dark background with a white central box. The box contains the title 'Prescription Drug Safety: Know the truth', a 'Welcome!' message, and a paragraph about the course. Below the text is a red circular icon with a cursor and the text 'SELECT A LESSON TO BEGIN.'. At the bottom, there are three module cards: 'MODULE 1 The Basics' with a pill bottle image, 'MODULE 2 Science of Addiction' with a brain scan image, and 'MODULE 3 Understanding Prescriptions' with an image of hands holding pill bottles.

**truth**

Prescription Drug Safety: Know the truth™

Welcome Student Name

Dashboard

Help

Language

Log Out

## Prescription Drug Safety: Know the truth

**Welcome!**

We are proud to offer you this course created with Truth Initiative on prescription drug safety. Let's get started with the facts about prescription drugs in these lessons that cover different types of prescription medications, safe use, refusal skills, and how to support a friend in trouble.

SELECT A LESSON TO BEGIN.

**MODULE 1**  
**The Basics**

**MODULE 2**  
**Science of Addiction**

**MODULE 3**  
**Understanding Prescriptions**

7

When your class period is over, go to the Settings icon on the top right corner of your screen and click **Log Out**

Next time, log back in and click "Continue" to resume the lesson