Consider the Clever Portal your home for all things digital learning!
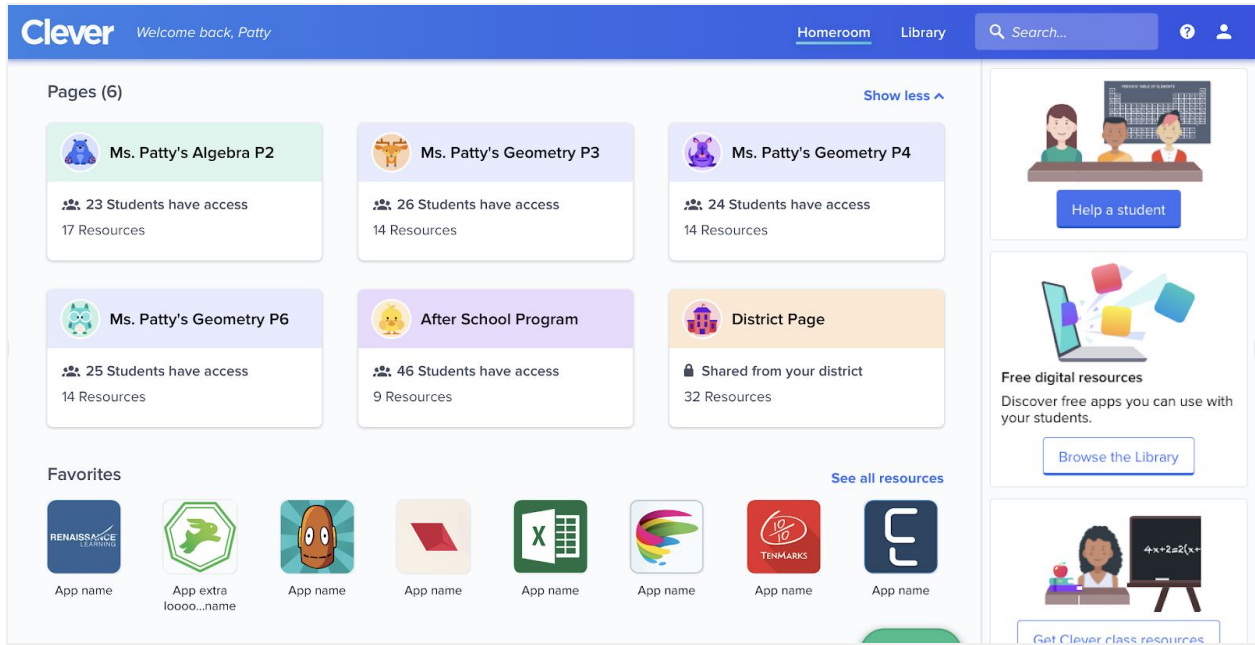
Through the Clever Portal, you can:

- Single sign-on (SSO) into the digital learning apps and resources provided by your district
- Create your own personalized pages of resources and share them with your students
- Help your students log into Clever
- Manage Badges for your classes
- Launch apps for an entire class at a time
- Log everyone out of Clever
- Discover new, free apps that you can use immediately with students
- See announcements from your district
- Access the Help Center

First, let's take a look at what you'll find on your Homeroom Page. We'll go into each specific feature in greater detail throughout Clever Academy.

Getting acquainted: Homeroom

When you log in to Clever, you'll land on your Homeroom page. It will (eventually) look something like this:
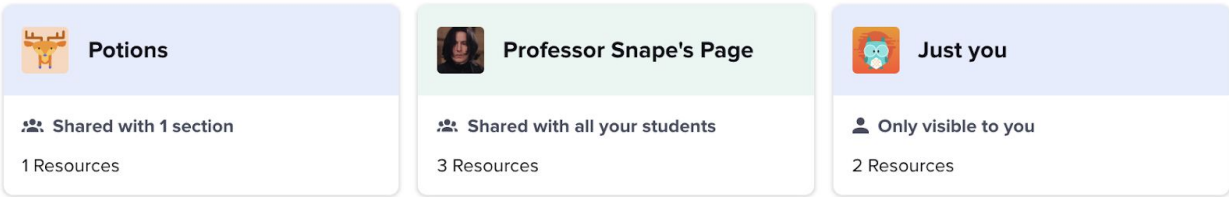

Let's take a look at some of the major parts of the Clever Portal Homeroom.
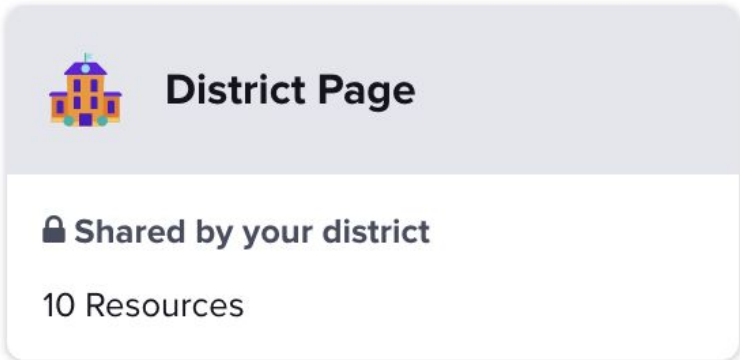
Pages

The first thing you'll likely notice is the section of Pages, listed in tiles or cards. Pages house collections of resources that can be private or shared with your sections. There are two types of pages:

1. Teacher-created pages.
2. The District Page. The District Page houses all the resources your district has provided you and your students access to, and cannot be edited.

Here are a few examples of Teacher Page tiles:

Potions	Professor Snape's Page	Just you
👥 Shared with 1 section	👥 Shared with all your students	👤 Only visible to you
1 Resources	3 Resources	2 Resources

Here's what your District Page tile will look like:

District Page

🔒 Shared by your district

10 Resources

A couple of things to note:

- Each Page card gives you can idea of which students have access to this page and how many resources are housed on that page.
- Notice the "lock" icon on the District Page. This means you can't edit it -- only the district has the ability to do that.

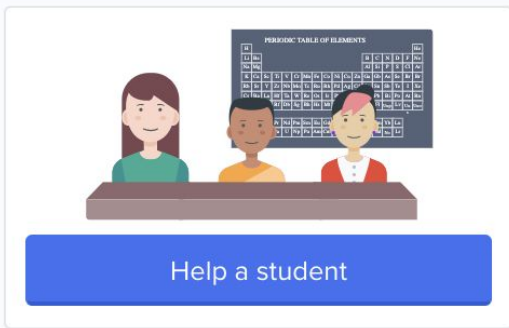**Favorites**

Below Pages are your "Favorites". This is where you can access your favorite apps that you likely want to access on a regular basis. It's easy to add favorites! Just click the "heart" on a resource and it will be added to this section.

The Sidebar

The sidebar on the right hand side of the Homeroom page houses two features: The "Help a student" box and "Relevant resources" feature.

Help a student

The "Help a student" feature allows you to assist students that are having trouble accessing Clever or one of their applications. You can select the student that needs help

from the dropdown menu, and then follow a few quick steps to help them regain access to their account:

Relevant resources

Clever Library is a place for you to discover and try out new apps – for free!

Clicking any of the applications from the sidebar will take you to Clever Library, where you can find and add applications for you and your students. Stay tuned- we'll take a deep dive on the Library in Course 4!

*Note: Most districts have the Library available today, but if yours doesn't, you can skip to the next section.

Header

The Header is the blue bar shown at the top of the page. You'll use this bar to find important information and navigate through your portal.

On the left side of the Header next to the Clever logo, you'll find the name of the primary school you teach at. Moving toward the right, you'll see the Homeroom and Library tabs. The tab correlating to the page you're currently on will be underlined in light blue.

As you keep moving right across the Header, you'll find the search bar. You can use the search bar to quickly find individual students, any of your current applications, or new resources from the Library that you can add to your Teacher Pages.
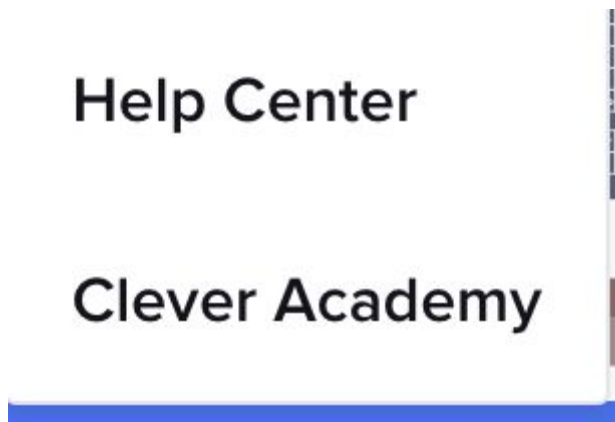
Pro tips:
- Clicking on an application from the search bar will automatically log you in to that application.
- Clicking on a student from the search bar will pull up a detail page for that individual with student information and login troubleshooting resources.

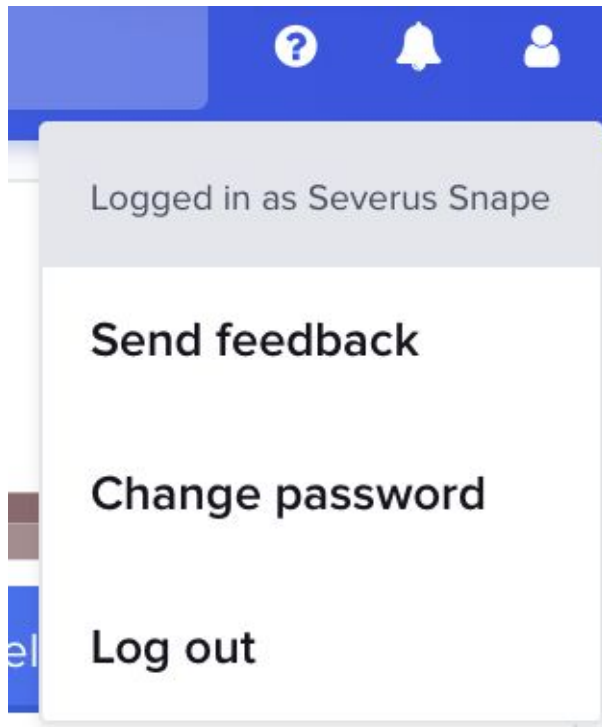To the right of the search bar, you'll find 3 icons:

- **Question mark:** If you click the question mark icon, you'll find links to Clever Academy and the Help Center. In the Help Center you can find additional troubleshooting resources.

- **Bell:** You can click on the bell icon to see important notifications from your district.

- **Avatar:** Finally, you can click on the person icon to log out of your Clever account.

Now that you have the basics down, spend some time familiarizing yourself with the features available to you on your own Clever Portal.