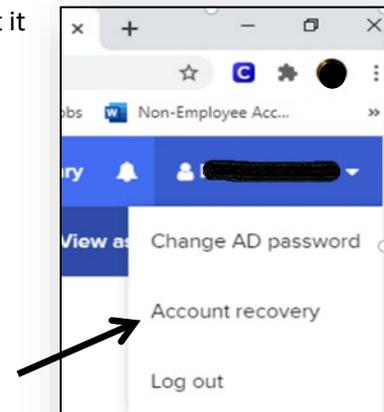


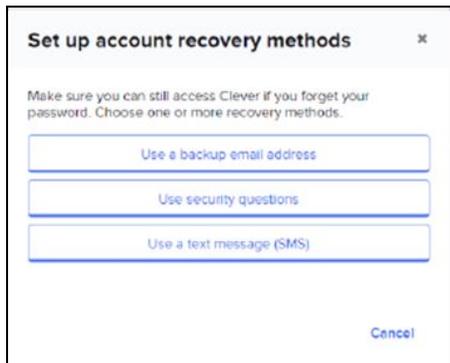
How to Set Up Account Recovery

Account recovery allows you to reset your password if you ever forget it or get locked out of your account. To set up your account recovery, please follow the steps below.

1. Log in to Clever.
2. Select your name on the top right corner of the Clever launchpad.
3. Select "Account recovery" from the drop down.
4. Select which of the Account recovery methods you want to setup.



Clever supports three different methods of Self-Service **Account Recovery**:



Set up account recovery methods x

Make sure you can still access Clever if you forget your password. Choose one or more recovery methods.

Use a backup email address

Use security questions

Use a text message (SMS)

Cancel

Backup Email: Clever will send an authentication code to a back-up (Non-School Board) email address you have.

Security Questions: Clever will prompt you to answer security questions that you set up.

Text Message: Clever will send an authentication code via text message to the cellphone number you have provided.

Note: We recommend setting up all three.