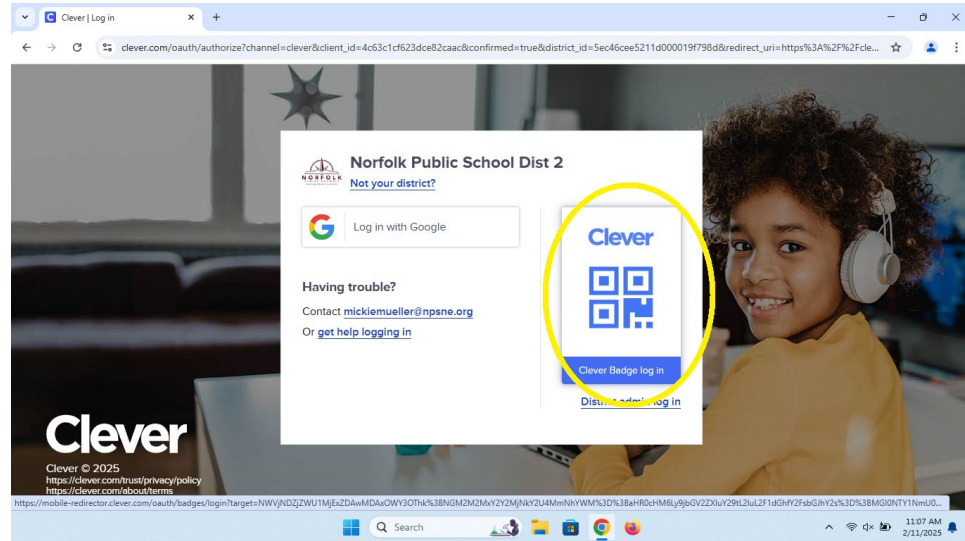
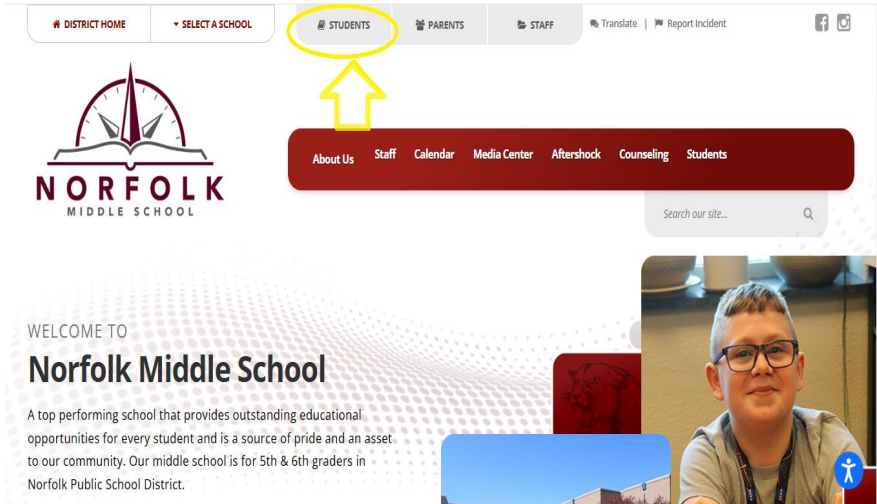
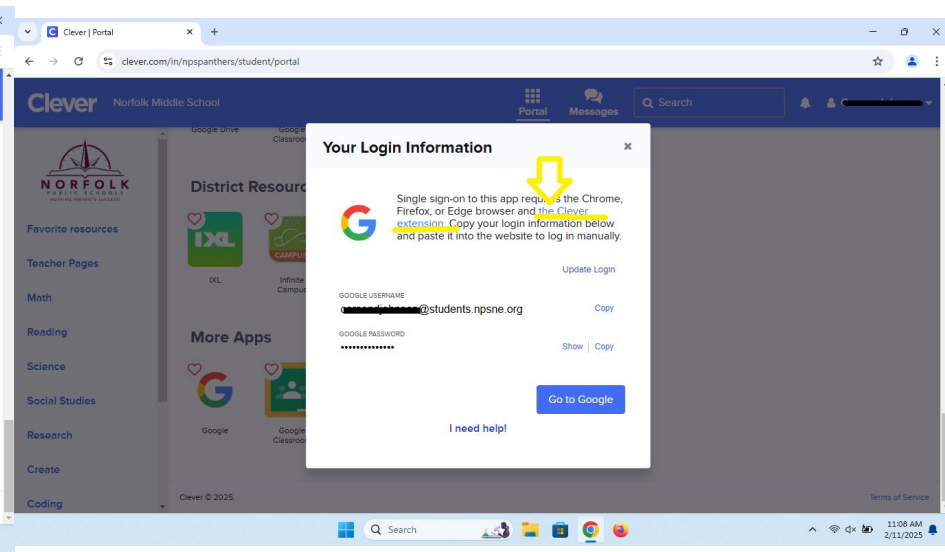
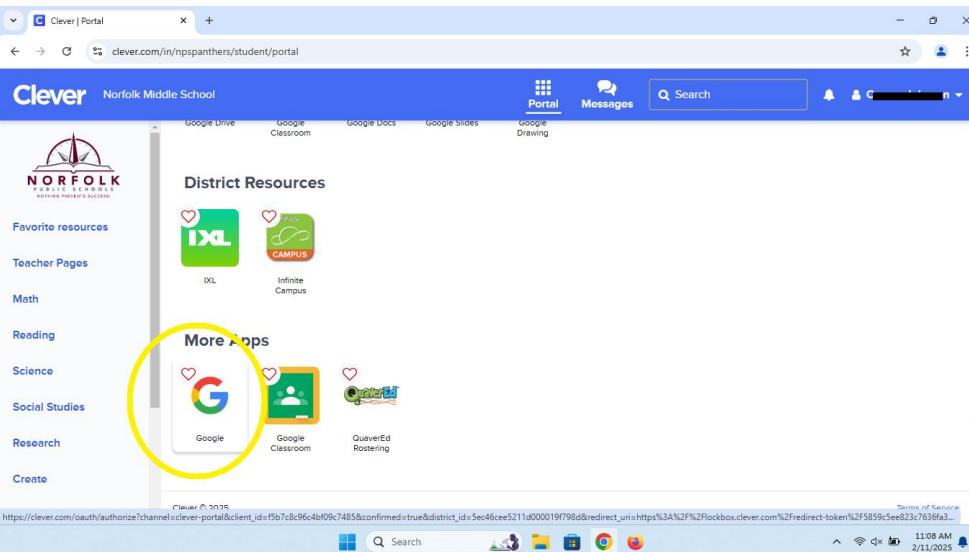


- Go to norfolkpublicschools.org website
- At the top you should see STUDENTS PARENTS STAFF
- Go to STUDENTS - Three links will pop up for Infinite Campus, Google Login, and Clever
- Select CLEVER
- Select the login with Clever Badge and hold your badge up in front of your camera



You will need to get the Clever Extension for this to work. **SCROLL ALL THE WAY TO THE BOTTOM OF YOUR CLEVER PORTAL. UNDER MORE APPS, CLICK ON GOOGLE.** You should see the second screen. Choose the link at the top in blue that says “the Clever Extension”.



Scroll down until you see **CLEVER BROWSER EXTENSION INSTALLATION & DIRECTIONS**. Select **INSTALL** in the browser you are using. Then select **ADD TO CHROME** on the next screen.

Please note: If users are accessing SSO (Saved Passwords) applications from home due to remote learning, we recommend standardizing credentials for SSO (Saved Passwords) applications (e.g., student number as the required username and date of birth as the password). Doing this will make it easier for students and families to remember their login credentials when logging in to these types of applications.

Clever browser extension installation & directions

Please see the links below for information and instructions for installing the Clever browser extension:

- Google Chrome: [Install](#) | [Directions](#)
- Microsoft Edge (New): [Install](#) | [Directions](#)
- Firefox: [Install](#) | [Directions](#)

Select **INSTALL** in the browser that you are using

Pushing out the Clever browser extension to all district users

<https://chrome.google.com/webstore/detail/clever/nopfnnpnpgmckjchlpomggcdjefpo>

chrome web store

Search extensions and themes

Discover Extensions Themes

C Clever

2.5 ★ (261 ratings)

Extension Workflow & Planning 15,000,000 users

Add to Chrome

Clever

Favorite resources

Teacher Pages

College Readiness

District Learning Apps

Docs and Files

Supplemental Resources

District Resources

More apps

Favorite resources

Ed-Playing

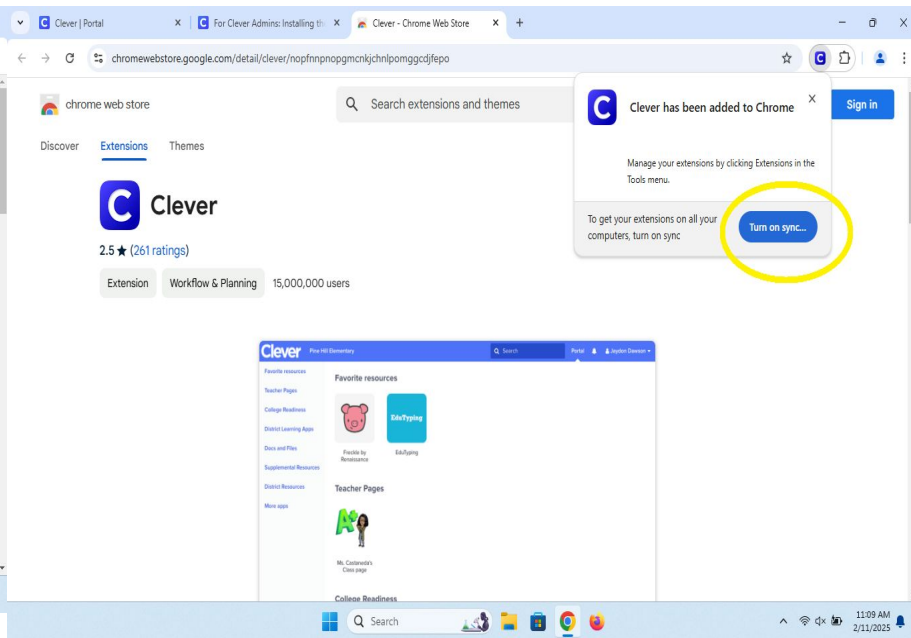
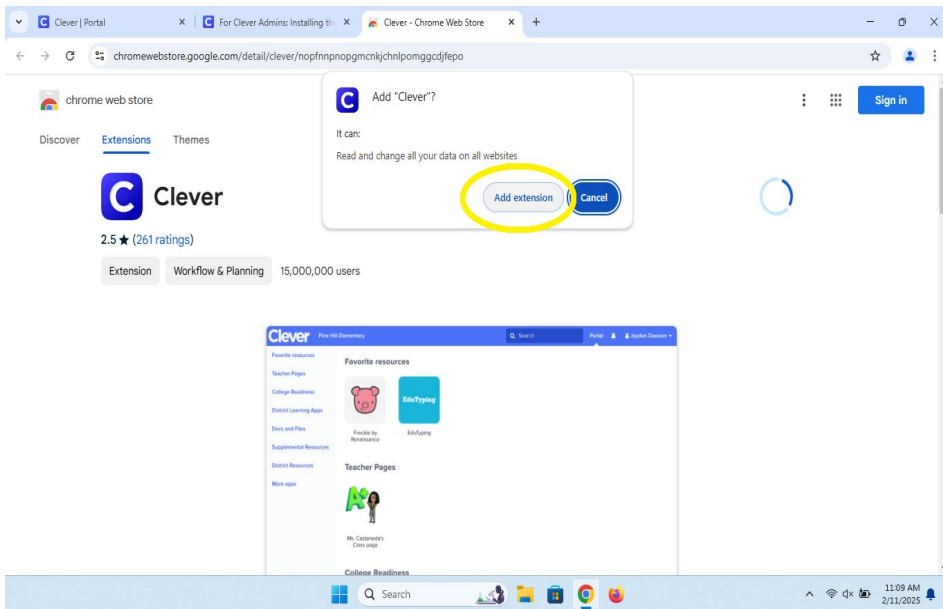
Ed-Playing

Teacher Pages

Mr. Castaneda's Class page

College Readiness

Select ADD EXTENSION. Then select TURN ON SYNC.



Go back to the CLEVER TAB. Select GO TO GOOGLE and SAVE. Then wait. Your information should generate automatically.

The image displays two side-by-side screenshots of the Clever Portal interface for Norfolk Middle School. Both screenshots show a 'Your Login Information' dialog box overlaid on the portal's main content. The dialog box contains the Google logo, a 'GOOGLE USERNAME' field with the value [redacted]@students.npsne.org, and a 'GOOGLE PASSWORD' field with masked characters. In the left screenshot, the 'Go to Google' button is circled in yellow. In the right screenshot, the 'Save' button is circled in yellow. The background of the portal shows various navigation options like 'District Resources', 'Favorite resources', and 'More Apps'. The browser's address bar shows the URL 'clever.com/in/npspanthers/student/portal'.

Select **CONTINUE AS “STUDENT’S NAME”** Then go back to the Clever Portal and under MORE APPS do the same thing in GOOGLE CLASSROOM.

The image displays two side-by-side screenshots of the Clever Portal interface for Norfolk Middle School. The left screenshot shows a 'Make Chrome your own' dialog box overlaid on the portal. The dialog box contains the text 'To get your passwords and more on all your devices, sign in to Chrome' and a blue button labeled 'Continue as [redacted]' which is circled in yellow. The right screenshot shows the same portal interface, but the 'More Apps' section is visible, and the 'Google Classroom' icon is circled in yellow. The portal header includes the Clever logo, school name, and navigation links for Portal, Messages, and Search. The sidebar lists various resources and subject categories. The bottom of the image shows the Windows taskbar with the date 2/11/2025 and time 11:10 AM.

That should give you access to all your Google Apps in your Clever account at home. If you continue to have issues, please call the school or have your student stop in and see me. I would be happy to help them. If your student is using a laptop or desktop type computer these instructions will work. If they are using an iPad, Chromebook, or phone they will need to come speak to me when they have time at school.

My number is 644-2569 extension 4352.

Thank you. ~Mrs. Wiebelhaus