

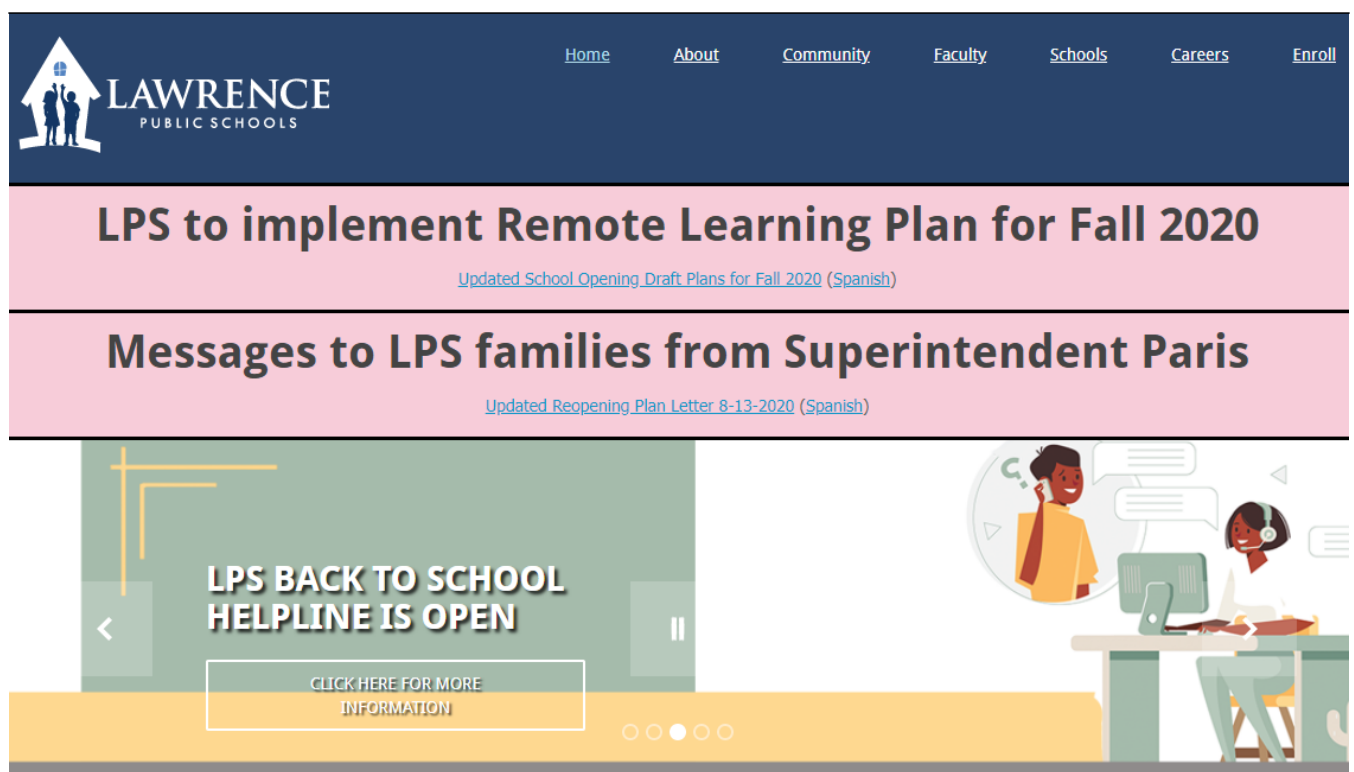
How do I reset a student's Clever password? (Teachers)

10 April 3, 2023 [Clever](#), [New Staff](#) 3082

Teachers and certain staff in Clever have the ability to reset their student's Clever password. The students teachers will see will depend on the students classroom assignment in PowerSchool. If you do not see a student on your clever classroom you will need to check with your school to ensure that the student is enrolled correctly in PowerSchool.

Resetting a student's Clever password

1. Visit the [LPS homepage](#).



2. Click on the **Faculty** tab at the top of the page.
3. Click on the link labelled "**Clever Staff**"

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[Schools](#)

[Careers](#)

[Enro](#)

FACULTY

[Code of Conduct](#)

[Clever Staff](#)

[Office 365 Apps Staff](#)

[Employee Self Service](#)

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[Google Apps](#)

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[Forms](#)

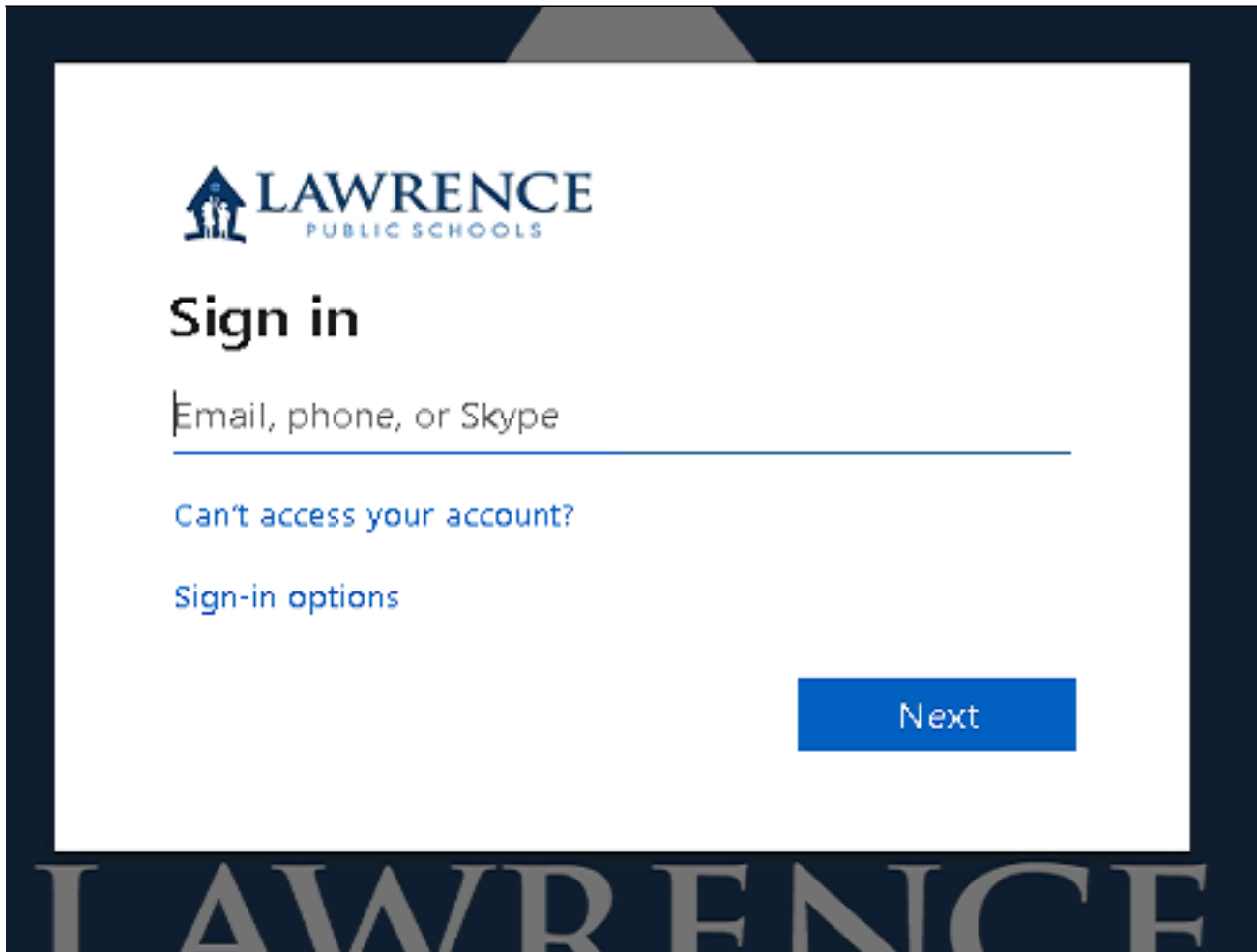
[IS&T Help Desk](#)

[Microsoft Teams](#)

[Payroll Information](#)

[Policies](#)

4. Log in using your LPS account

The image shows a login page for Lawrence Public Schools. At the top left is the Lawrence Public Schools logo, which consists of a blue house icon with two stylized figures inside, followed by the text "LAWRENCE" in a large, bold, blue serif font and "PUBLIC SCHOOLS" in a smaller, blue sans-serif font below it. Below the logo is the heading "Sign in" in a large, bold, black sans-serif font. Underneath the heading is a text input field with the placeholder text "Email, phone, or Skype" in a grey sans-serif font. Below the input field is a link that says "Can't access your account?" in a blue sans-serif font. Further down is another link that says "Sign-in options" in a blue sans-serif font. At the bottom right of the form area is a blue rectangular button with the word "Next" in white sans-serif font. The entire form is set against a white background with a dark blue border. At the bottom of the image, the word "LAWRENCE" is written in a large, light blue serif font, partially obscured by the bottom edge.

5. (Optional) If you are asked to select a user click on "Log in as a teacher"

Select user

Your credentials match multiple roles in Clever. Please select which role you would like to log in with.

Log in as a staff

Log in as a teacher



NOTE: The direction below are as written at the following Clever support article:



https://support.clever.com/hc/s/articles/222933888?language=en_US#reset-password



6. Navigate to the Teacher Page you have shared with the student who needs help.

Clever Oak Hill Elementary Homeroom Library Classes

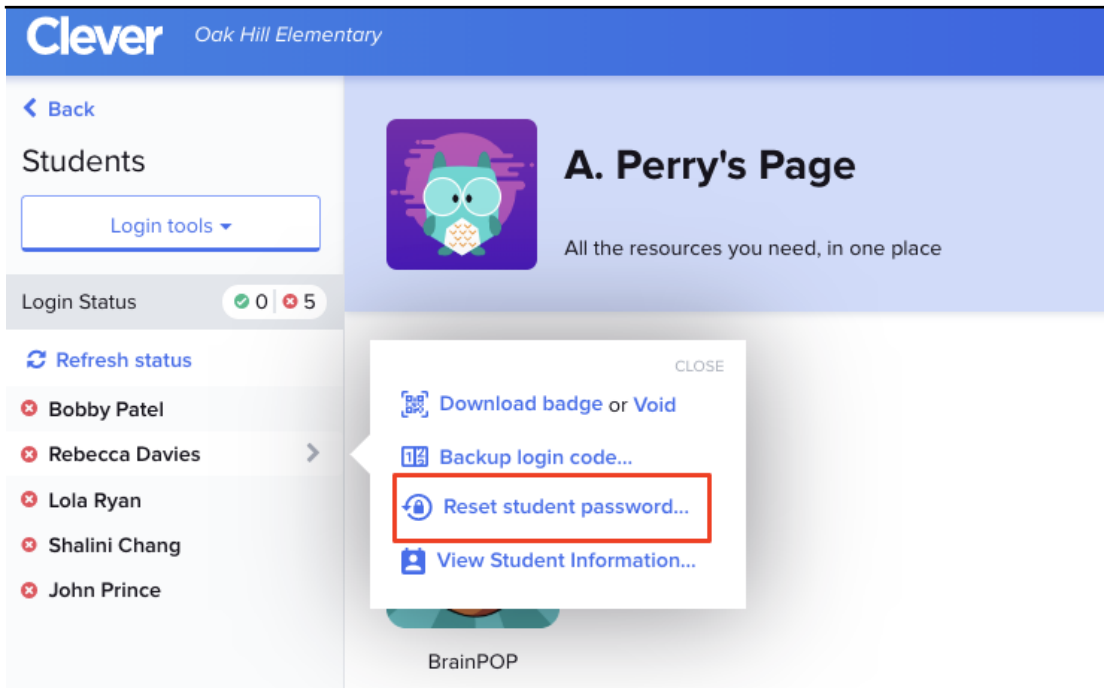
Pages Hide ▲

**A. Perry's Page**
 Shared with all your students
5 Resources

**Just me**
 Only visible to you
5 Resources

**District Page**
 Shared by your district
6 Resources

7. From the student list on the left, select the student's name and select "**Reset student password**".



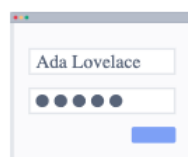
8. A window will pop up allowing you to reset the student's Clever password.

Set Clever Password



Set a new Clever password for Agnes Sauer.

Ensure that the password is at least 4 characters long.



NEW PASSWORD

REQUIRED
[Show](#)

Set new password

9. Type a new password into the field and click "Set new password"

10. Please ask the student to create a secure password after they get back into their account see [How do I change the password to my Clever account? - Students](#)

Online URL: <https://kb.lawrence.k12.ma.us/article.php?id=10>