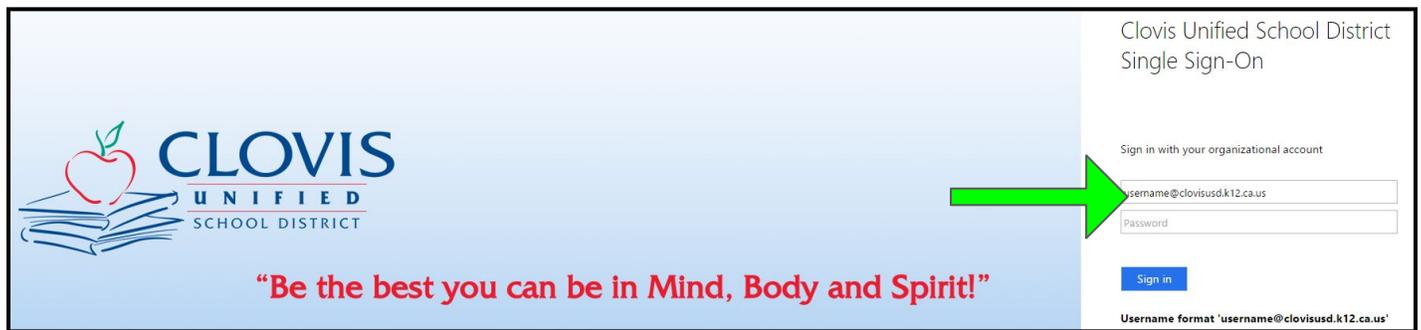


Student Email From Home

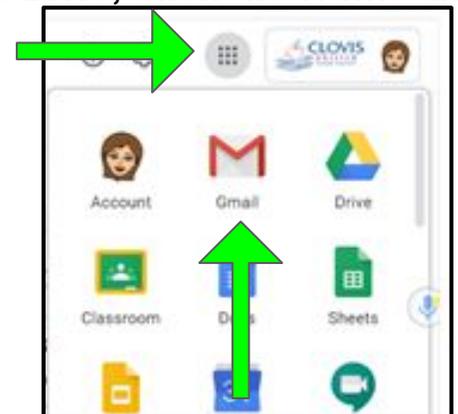
1. Go to **clever.cusd.com** and click “Log in with Active Directory” (works best with the Chrome Browser)



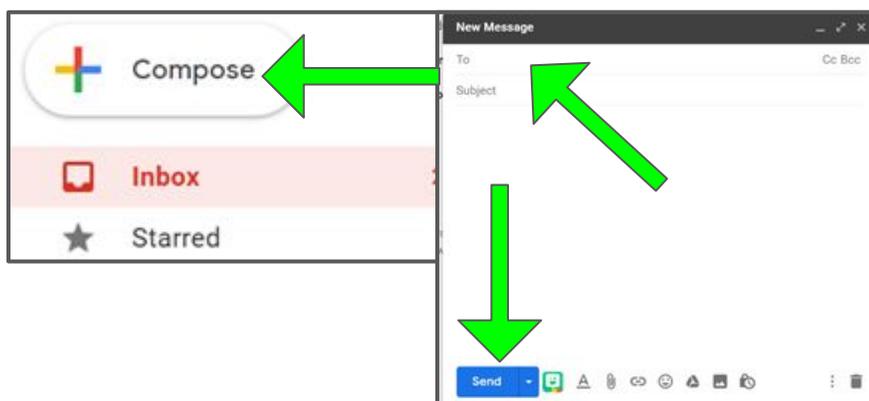
2. Students will get prompted to Sign In. Students are to use the Username & Password they use to login to a school computer. Click Sign In.



3. In Clever, Click Google Drive. Once they are in Google Drive, Click the Waffle and then Click Gmail.



4. To send an email, click Compose. Type the email address under To & enter the email Subject. Type the message in the body section and press Send.



Student Email Address:
Computer Username + @cusdstudent.com
Example: mickeymouse001@cusdstudent.com

Staff Email Addresses: can be found on the school website under Staff.

Note: This email account can only be used to email within Clovis Unified