

Clever SSO User Guide

Overview

This guide provides step-by-step instructions for configuring the Clever Single Sign-On (SSO) to enable secure access to the MHS Group Insights (MGI) application. By integrating Clever, districts can streamline student login using their existing credentials, simplify test plan delivery, and ensure accurate authentication across multiple districts. The MHS Student App for Clever uses the OAuth SSO protocol, a secure and standards-based method that ensures seamless authentication between Clever and the application. The setup process includes submitting an integration request, configuring credentials, and activating the application for student use.

Step-by-Step Instructions

Step 1: Sign in to Your Clever District Administrator Account

1. Click on the following link to access the Clever District Administrator login page:
[Clever District Administrator Login](#).
2. Enter your credentials to sign in to your account.

Step 2: Submit Your Integration Request

1. On the left-hand menu, click **Applications**, then choose **Add Applications** to begin.
2. Search for the **MHS Student App** using the search bar.
3. Click **Request App** to initiate the connection and send the request.

Step 3: Await Approval

1. After submitting your request, wait for approval from an **Customer Service**.
2. When you receive your approval, continue the setup by completing step 4.

Step 4: Share the Approved Application

1. Once approved, return to your Clever Dashboard and click **Home**.
2. Locate the approved application in the Applications table.
3. In the **Next Steps** column, click **View Initial Sharing Request**.
4. Click **Share** to enable access for your organization.

Step 5: Copy the Instant Login Link

1. Navigate to the settings of your newly approved application.
2. Locate and copy the Instant Login Link.
3. Paste the link somewhere safe.
4. From the link, copy the district_id value. This value can be found after id=. For example, in the link below, the district_id value is 6776e3ffae0217f745c67235.
4. **Instant Login Link** : https://clever.com/oauth/instant-login?client_id=adb62c7d7b1805d58c66&district_id=6776e3ffae0217f745c67235

Turn on App Sync Pause

Application Information

WEBSITE
<https://storefront.mhs.com/collections/naglieri-general-ability-tests>

SSO SUPPORTED USER TYPES
 District Admins, Staff, Students, Teachers

INSTANT LOGIN LINK (?)
https://clever.com/oauth/instant-login?client_id=979f84508639c9b9f482&district_id=6776e3ffae0217f745c67235 (Copy)

APPLICATION ICON
[Link to MHS Student App icon](#)

Step 6: Configure the MHS Group Insights Application (MGI)

1. Log in to the MGI application.
2. From the sidebar menu, click the icon that opens the **Data Integration** screen. (Refer to the screenshot below to identify the icon).
3. On the Integration Settings screen, you'll be prompted to choose between **Rostering** and **SSO Integration**.
4. Select **SSO Integration**, then click **Next** to proceed with the setup.

MHS Group Insights -

Choose Rostering or SSO Integration.

☐ Rostering
 Use an API or SFTP method to manage student data.

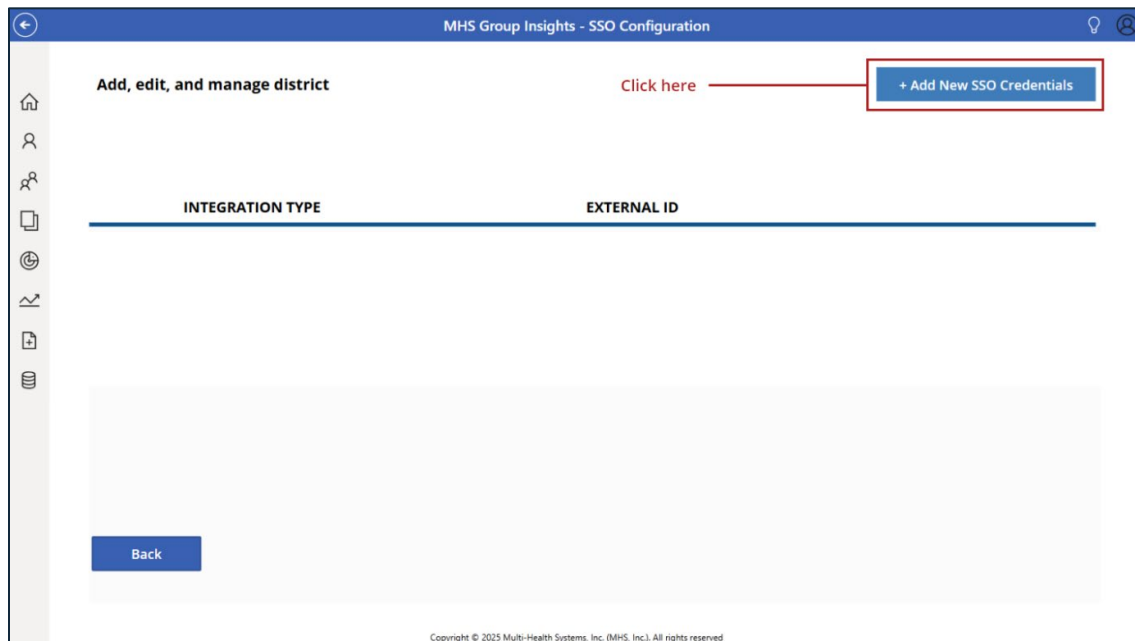
☒ SSO Integration
 Manage district SSO credentials so students can access the test app through their LMS.

Data Integration

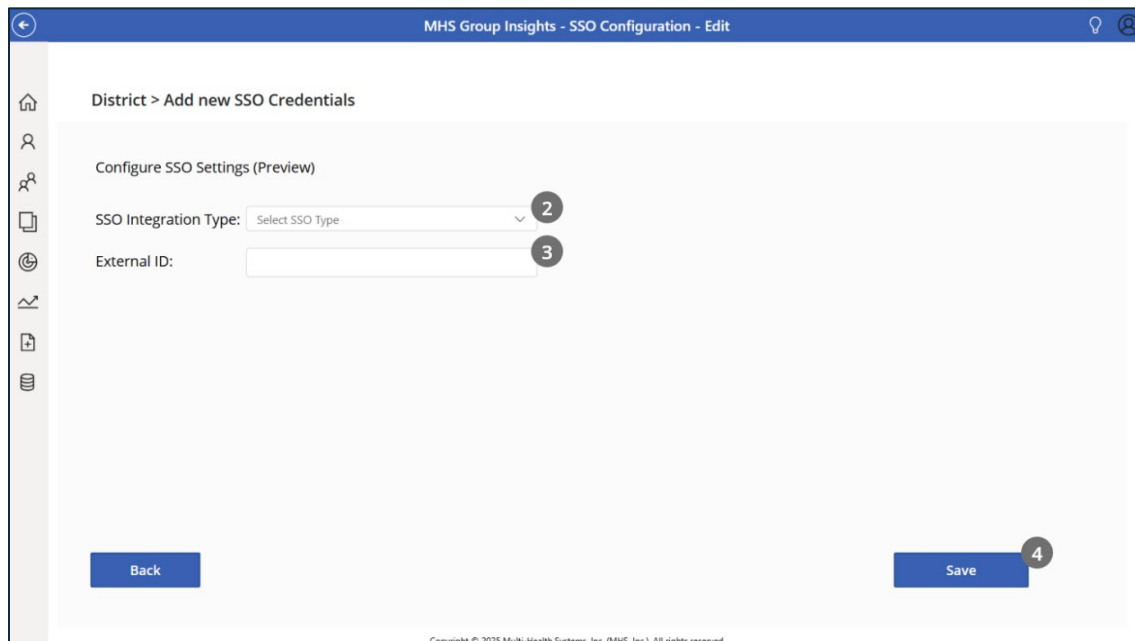
Cancel Next

Step 7: Add Clever SSO Credentials

1. In the next window, click **Add New SSO Credentials**.



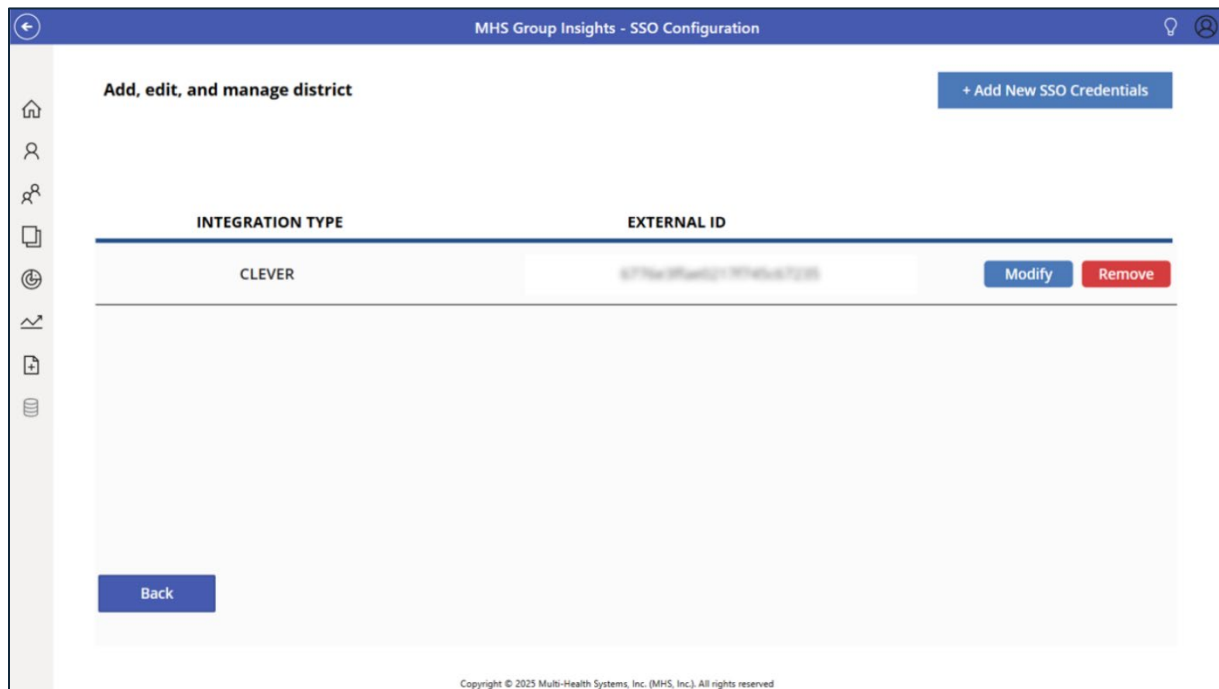
2. Set the Integration Type to **Clever**.
3. Paste the **district_id** you copied in Step 5 into the **External ID** field.
4. Click **Save** to complete the setup.



For more questions, please reach out to our Customer Service Team.

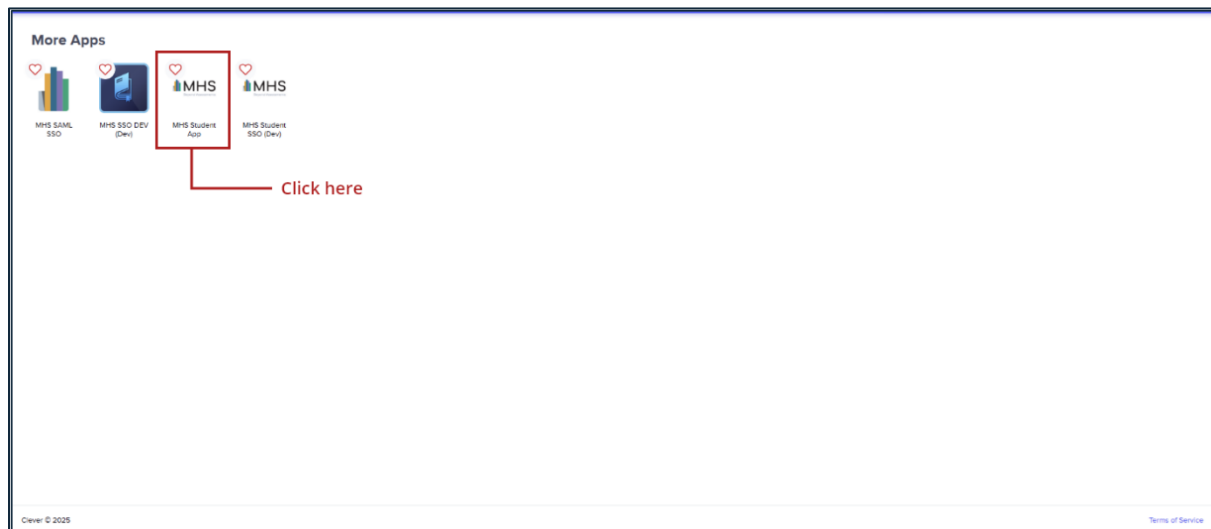
Email: customerservice@mhs.com

TEL: US: 1.800.456.3003 | CAN: 1.800.268.6011 | INTL:+1.416.492.2627



Step 8: Final Verification

1. Return to the **Clever Portal**.
2. Your new SSO application should now be active and ready for student access.



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Troubleshooting

If you run into any issues during setup, double-check the following:

- ✓ The **District ID** was copied accurately from the Instant Login Link.
- ✓ Your **integration request has been approved** before continuing.
- ✓ Steps were followed **in the correct order** to avoid configuration errors.

Still need help? Contact the **Customer Service Team** at customerservice@mhs.com.

You're All Set!

Your Clever SSO integration with MHS Group Insights is now in place and ready for use. For any additional guidance or troubleshooting, feel free to connect with the Customer Service Team.

Thanks for taking the time to set things up carefully—this ensures a smoother experience for everyone using the platform.

For more questions, please reach out to our Customer Service Team.

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