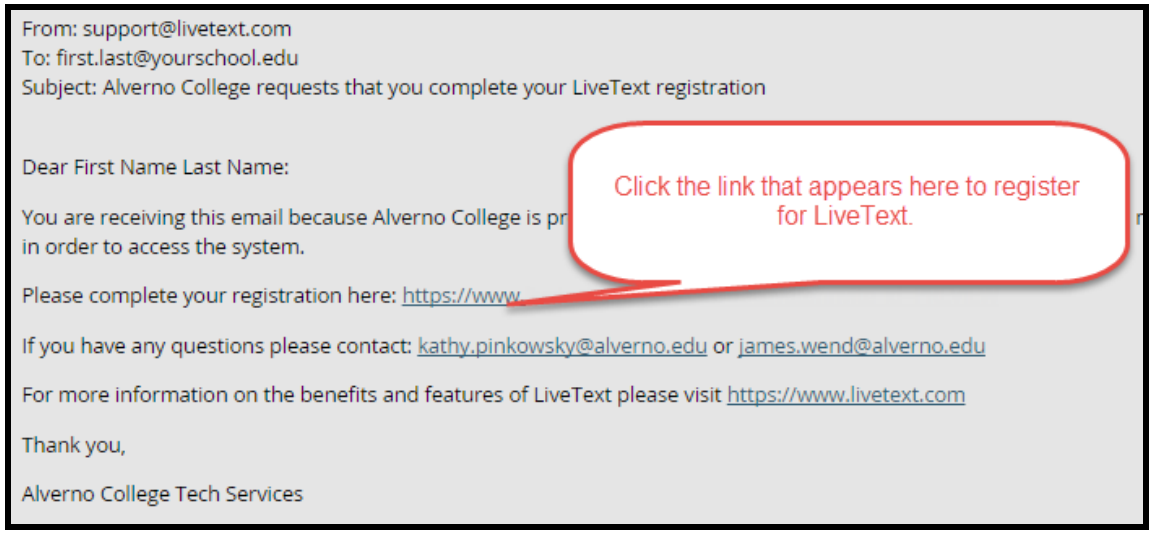
Technology Services
414-382-6700
helpdesk@alverno.edu

Students - Registering your LiveText ePortfolio Account

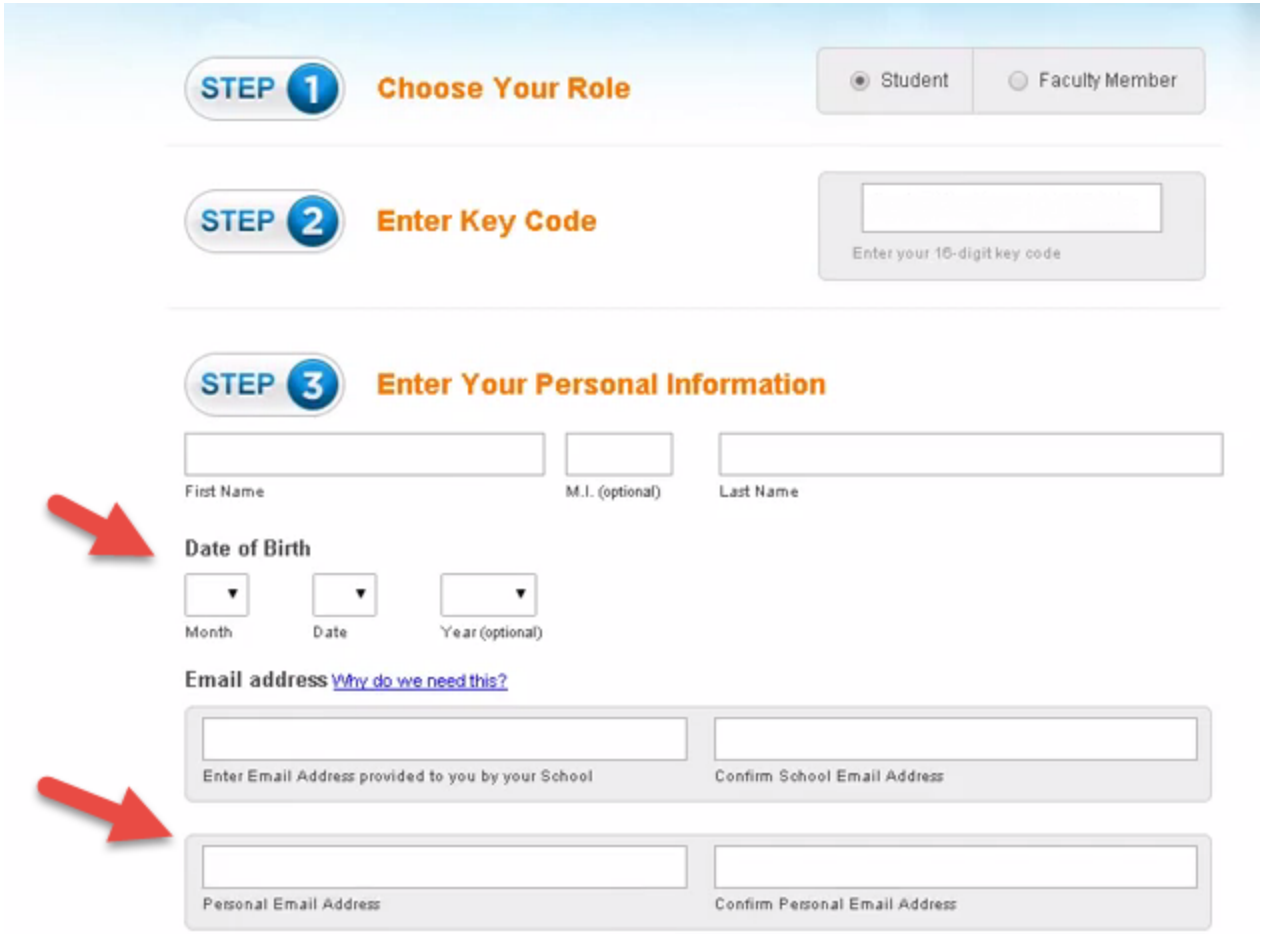
LiveText is Alverno's new ePortfolio system replacing the DDP. Students will be asked to submit work to LiveText through their Moodle classes. Students will have the option of creating web based showcase portfolios using assignments and work uploaded directly to LiveText. Once LiveText accounts are created, students will be linking to LiveText assignments through their Moodle classes. After completing this registration process, the first time a student clicks on a Moodle LiveText assignment, they will be required to enter their LiveText username and password. After the initial sign in, student will access LiveText assignments directly through Moodle without needing to log in to LiveText.

Task	Screen Shot
1. Log in to your student email with your Alverno network username and password. 2. Locate and open the email from support@livetext.com. You may have to search your Junk mail folder. 3. Click the registration link in the email. Note: LiveText works well with Mozilla Firefox or Google Chrome. Using Internet Explorer is not recommended.	

4. Your Key Code, Name and email should be automatically filled out.

5. Add your date of birth and personal email address

Note: Because you can continue using LiveText after graduation, your personal email address is how you will be able to communicate with LiveText after graduation.



6.Enter your anticipated graduation date

7. Create a unique username and password, and **write it down.**

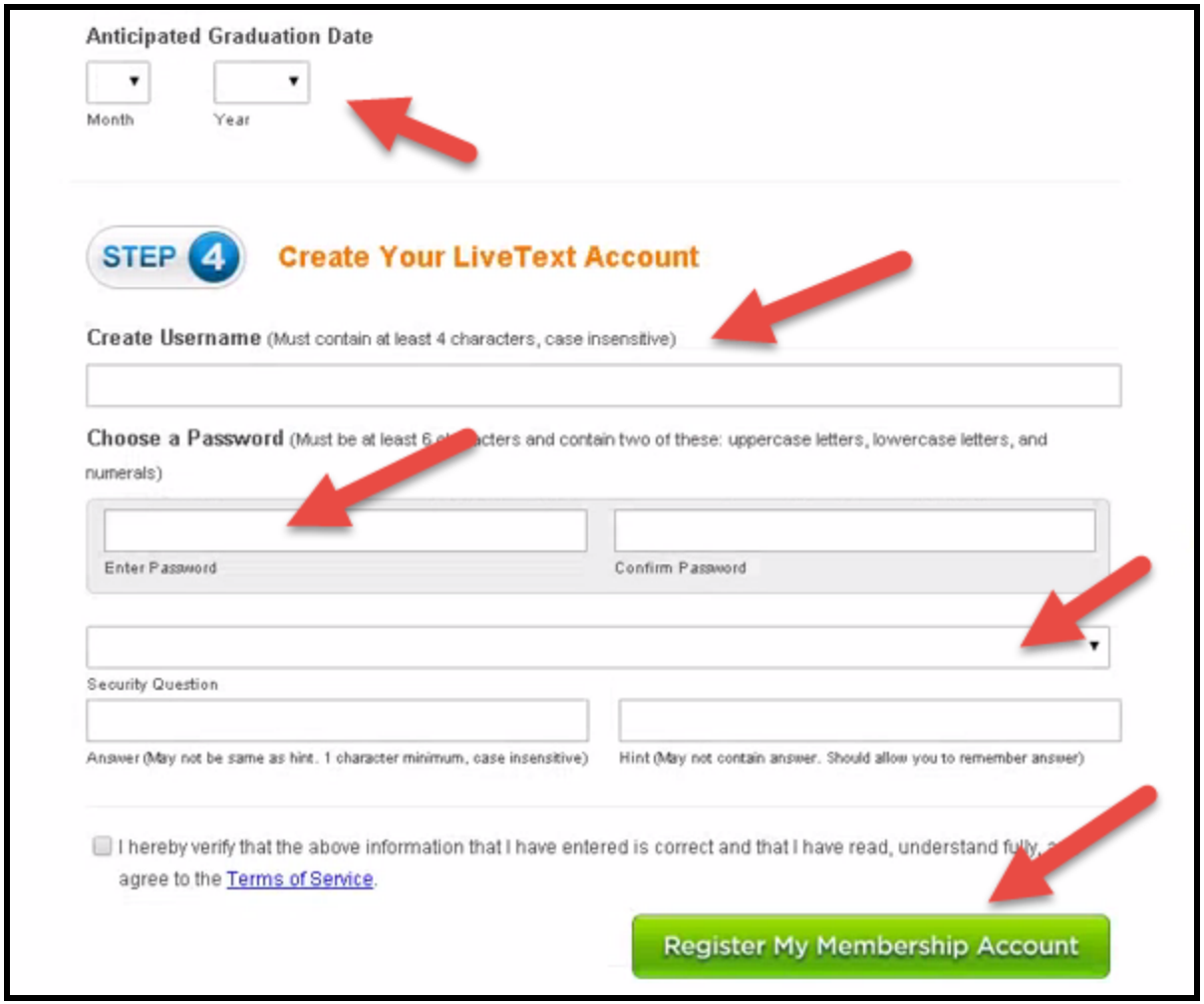
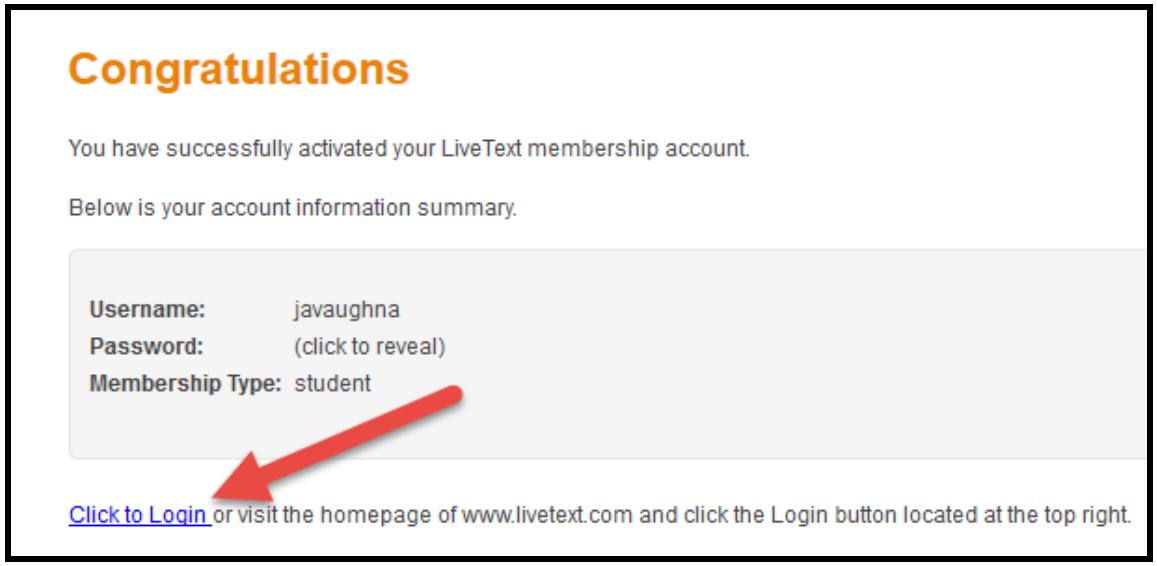
Note: LiveText will send your username and password to both your Alverno email and personal email.

8. Set password hints.

If you forget your username or password:

1-866-LiveText (1-866-548-3839)
support@livetext.com
Monday - Thursday 7:00am to 9:00pm (CT)
Friday 7:00am to 6:00pm (CT)
Sunday 12:00pm to 9:00pm (CT)

9. Click the Register My Membership Account button.



10. When you successfully complete the registration process, click the “Click to Login” button at the bottom of the Congratulations screen.