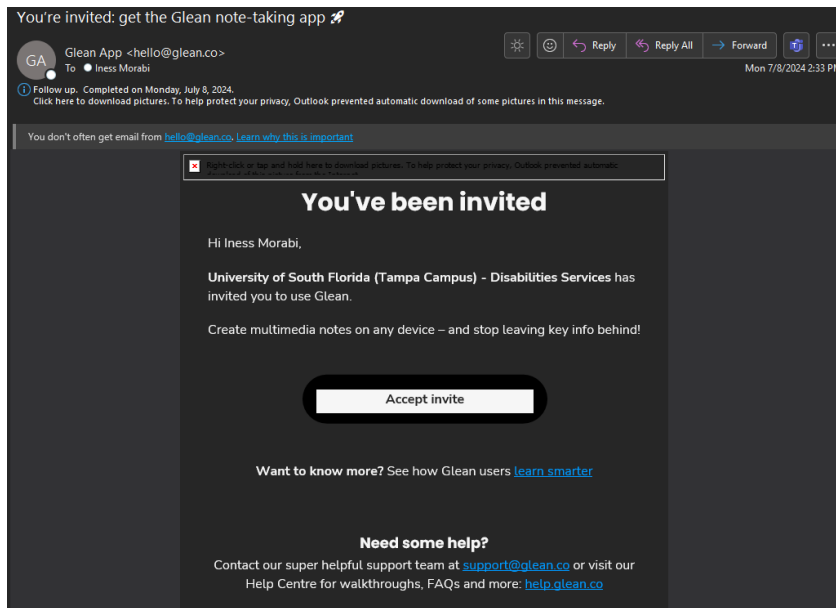


Glean Start-Up Instructions

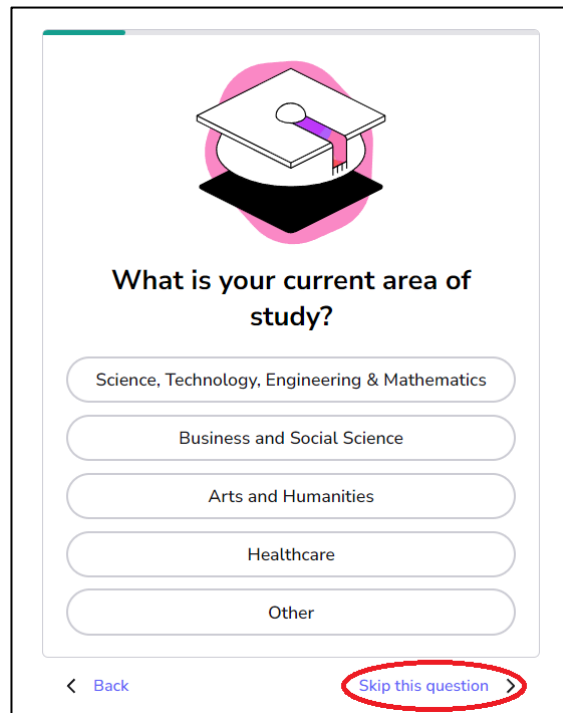
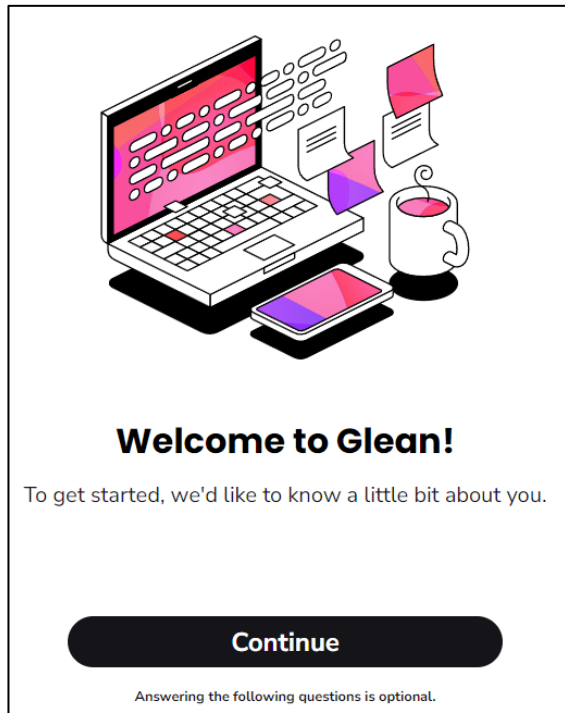
1. SAS initiated a Glean request to your USF email inviting you to use Glean. Click "Accept invite".



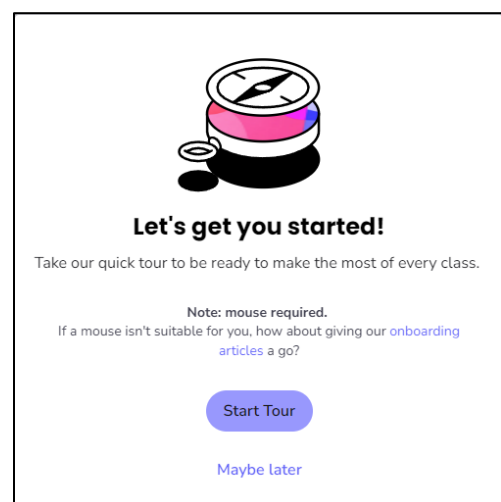
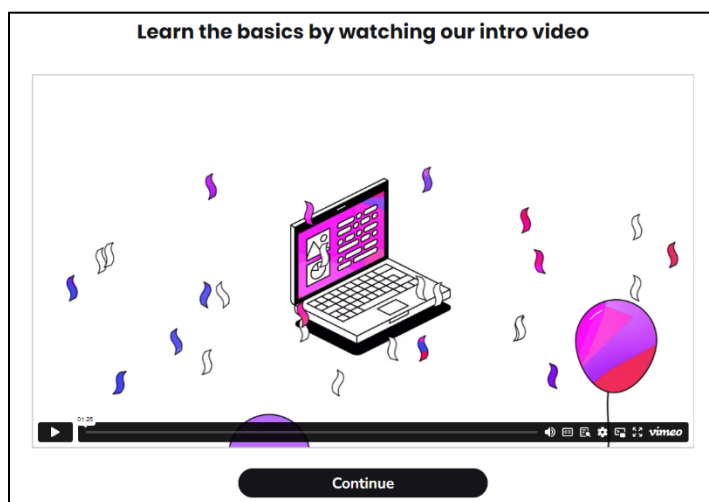
2. You will be redirected to confirm your email/name and to create a password for your Glean account.

A confirmation screen for a Glean account. It features the Glean logo at the top. The text reads: 'University of South Florida (Tampa Campus) - Disabilities Services has invited you to use Glean 🧑‍🎓'. Below this, it says 'First step - check your email and name are correct:'. There are two input fields: one for email containing 'allisond4@usf.edu' and one for name containing 'Allison Daniel'. A large black 'Continue' button is at the bottom.A password creation screen for a Glean account. It features the Glean logo at the top. The text reads: 'Now choose your password:'. Below this, it says 'Use at least 8 characters'. There is a password input field with a toggle for visibility. Below the field, there is a checkbox labeled 'I have read and agree to the Glean Service Agreement'. At the bottom, there is a large black 'Create Account' button and a blue 'Back' link.

3. Glean will ask several questions to customize your academic learning experience.



4. Glean then provides a short introductory video and a virtual tour to get you started which SAS strongly recommends you watch.



5. Once your introductory training is complete, your browser will open to the Welcome to Glean homepage, and you will be ready to start taking better notes!

