M.Ed. in School Counseling

Thank you for participating in a Liberty University field placement! We greatly appreciate your willingness to host our student. Below please find the instructions for logging into Livetext so you may assess our student's performance during his or her placement. Thank you!

1. Add support@livetext.com to your address book or contacts list in your email account.
2. Visit www.livetext.com
3. In the upper right corner of your browser window, hover over the "Login" border and a small pop-up with an orange border will appear. At the bottom right corner of the popup, click "Forgot password?"
4. Enter your work email address.
5. Click "Continue."
6. Make sure the first radio button ("Email to") is selected.
7. Click "Continue."
8. Check your email account. Look for an email from support@livetext.com with a subject line that begins with "LiveText Password Reset Code." You may need to check your spam or trash folders if you do not receive the email to your inbox.
9. Your username will be located at the top of the email. Within the e-mail you've received, click the link provided. This should take you back to the LiveText website and you should see a message stating "Reset your password."
10. Enter a new password for your account in the textboxes labeled "New Password" and "Confirm New Password". The password must be identical in both boxes. The password must be at least six characters in length and contain a mix of character types with at least two from the following categories: uppercase letters, lowercase letters, numeral, and symbols. Make sure you write down your username and password for safekeeping.
11. Click the "Continue" button. At this point, you will receive a confirmation message on screen that states "Your new password has been reset successfully."
12. Click the link "Continue to your LiveText Membership account."