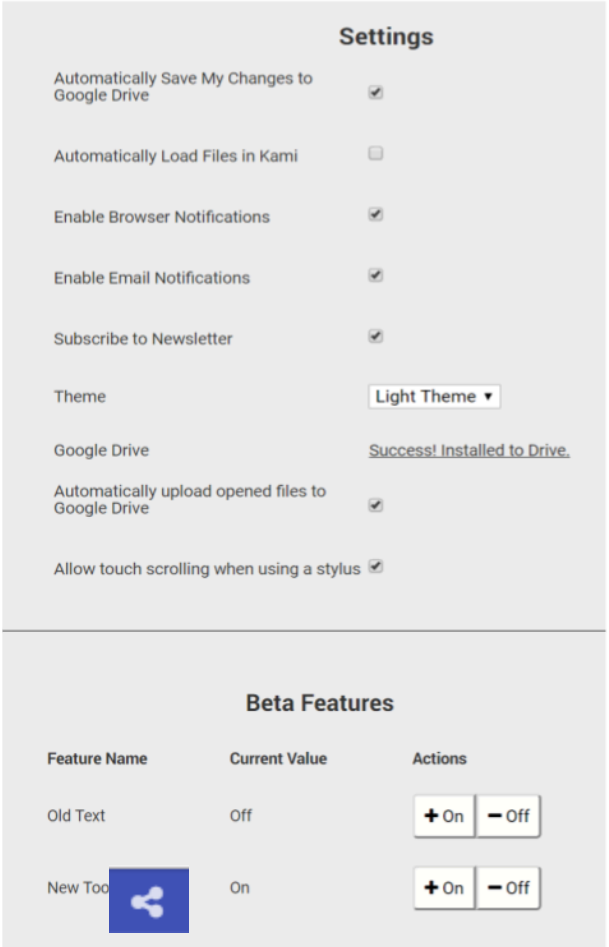
Kami

Before you begin, install the KAMI extension

a. Right click on the Kami extension and select OPTIONS
b. Scroll down and select the options you prefer (NOTE: Recommended settings are shown right →)



1. Start with a PDF. (If you are using the sample PDF, download your own copy before beginning). **Where can you get a PDF from ?**
    c. From the internet
    d. Scan a file on the copiers to your email and download (rename it first)
    e. Create one in Google Drawings.
    f. Convert any Drive Doc into a PDF by clicking FILE>PRINT>SAVE AS PDF
    g. Other ideas?

2. **CAUTION...If you share right from your Drive, annotations may be shared with everyone collaboratively. You have a few choices:**

    a. **OPTION 1: Collaborating on a PDF**
        - Open PDF with Kami and click SHARE button
        - Click UPLOAD and set permissions
        - Give your student the link created in Kami
        - NOTE: by sharing this way, all students will collaborate on the same PDF and see each other's annotations.

    b. **OPTION 2: Use Google Classroom to Collaborate or Not to Collaborate**
        - Send it out through Google Classroom and choose whether you want students to annotate collaboratively or individually. (Make a copy for each is recommended and allow for individual annotations that are not shared among students)
        - NOTE 1: You can create the assignment in Google Classroom or in Kami. (Creating a KAMI ASSIGNMENT is recommended)
        - NOTE 2: You can send a PDF that is partially annotated by you or one that is blank.
            - Create a drag and drop word bank
            - Include recorded instructions as a means of differentiation