


Kami instructions for Teachers

These instructions will help Sp Ed teachers use Kami Chrome extension to help students type on to handouts.


TEACHER

1. Scan the document to your email. Your front office copier can be set to do this.
2. Doing this will make the document a PDF.
3. Download the document to your computer or to your mdusd.net Google drive.
4. Login to your mdusd.net account using the Chrome browser
5. Open your Google drive
6. Upload the PDF to your Google drive
7. Make a copy of it with the student's name on it
8. Share the copy to the student.

STUDENT

1. Login to their mdusd.net account
2. Opens Google drive
3. Opens the PDF you shared with them in the Shared with Me part of their Google drive
4. Add this to the student's Google drive using the  add to drive icon at the upper right of document.
5. Open with Kami using the "Open with" drop down at the top of the document.
6. Use the Text tool on the left of the Kami window for the student to type on to the document.


SHARE BACK TO TEACHER

1. Click the download button
2. Select Google drive
3. Select "With All Annotations"
4. Click Allow Google Drive
5. Chose Student account and allow
6. Go to student's Google Drive
7. Highlight the PDF the student just downloaded
8. Click share button  at the upper right of the document
9. Type in the teacher's mdusd.net account
10. Click shared

TEACHER FINDS STUDENT WORK

1. Teacher will find the document in their Shared with me part of their Google Drive

TO ACTIVATE KAMI FOR STUDENTS

1. Have student sign in with mdusd.net account
2. In a new tab click on the Kami extension on the Chrome browser 
3. Sign in with Google
4. Click on student's mdusd.net account
5. Click allow at bottom of floating window

