

Diigo Social Bookmarking Directions for Teachers

One of the best tools for collecting and organizing the work of student research groups is Diigo (<http://www.diigo.com>), a social bookmarking service that allows users to see the websites identified as important by their peers. This set of directions can help teachers and students to become expert Diigo users:

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Steps to Take	Directions
Creating a Diigo Educator Account	<p>Diigo has done a remarkable job at making their service “teacher-friendly.” Private, safe student accounts can be created, closed groups that include all students in individual classes can be organized, and regular updates about new content added by student users can be scheduled.</p> <p>To take advantage of these teacher-friendly features, you must sign in to Diigo and then apply for a Diigo Educator Account by following the directions posted at http://www.diigo.com/education. Diigo staffers will review and approve your application. When that process has been completed, a Teacher Console will appear in the header of your Diigo Homepage.</p>
Creating Diigo Groups and Student Accounts	<p>After you have been approved for a Diigo Educator Account, click on the Teacher Console link found in the header of your Diigo Homepage. A list of any groups and/or student accounts that you have already created will appear.</p> <p>To create a new group, click the Create a New Group for My Class link found in the header of the Class Groups menu. Give your new group a name and include a short description of the purpose for the group. Finally, select Private from the Who Can View menu in order to keep your students safe online.</p>
Creating Student Accounts	<p>Once you have created a new group, Diigo will give you the option to create user accounts for students that you would like to add to the group. Begin by selecting Create Accounts for Students and Add Them to the Group. Then, enter the first name and last initial of any student that you would like to create a user account for.</p> <p>After clicking the Create button, Diigo will ask you to Confirm the Account Details. If your students are under the age of 13, select the radio button next to Completely disable personal profile info section for these student(s). You can also edit Usernames and Passwords from this menu.</p> <p>When you are happy with the options that you have selected, click Ok, Create Accounts.</p>
Creating a Tag Dictionary	<p>The key to successful social bookmarking efforts in the classroom is having a predetermined collection of Tags that students can use to categorize the sites that they are finding. Teachers can facilitate this process by creating a Tag Dictionary for classroom groups.</p> <p>After selecting My Groups from the header on your Diigo Homepage, select the Manage link found next to the name of the group that you would like to create a Tag Dictionary for. Then, select the Tag Dictionary link from the Group Settings menu. Type a collection of tags that you suspect your students will use regularly in the Choose a Pre-Defined Set box and then click Add Tags. Every time that the students in this group go to bookmark a site, they will be able to choose from this Tag Dictionary.</p>