

Diigo Shared Annotation Directions for Students

During the next few weeks in class, we'll be using Diigo (www.diigo.com)—a tool we've already used for social bookmarking—to read and react to articles with one another. These directions will introduce you to the technical skills needed for adding, reading, and responding to annotations in Diigo.

Step 1: Viewing Diigo Highlights and Annotations

Once your teacher has created a student account and research group for you *and* you have the Diigo toolbar installed on your computers, viewing the highlights and annotations that peers have added to the articles you are reading together is easy!

Simply navigate to your shared article and click the **Diigo Sign In** button found in the top left-hand corner of your Web browser. After entering your username and password, highlights that have been added by your peers will appear automatically. Hovering over highlights will reveal any annotations that peers have added.

Step 2: Responding to Diigo Annotations

To respond directly to a peer's annotation in a shared article, begin by hovering over the highlight where the original annotation appears. Then, click the **Speech Bubble** icon found in the top right-hand corner of the annotation window.

Next, use the drop-down menu at the top of the screen to point your comment to the Diigo group that you belong to. Finally, write your comment in the **Add Comment** box and click the **OK** button. Your comment will automatically be added to the ongoing conversation found underneath this highlight.

Hint: Good writers craft comments in Word so that they can get grammar and spelling help! Then, they copy and paste their final thoughts into Diigo.

Step 3: Adding New Diigo Highlights and Annotations

If you are the first member of your student research group to read an article, or you find something that you think deserves to be spotlighted, you can add new Diigo highlights. To add a highlight, use your mouse to highlight the selection of text that interests you. Then, click the **Highlight** button found in the Diigo toolbar at the top of your screen.

If you want to add a highlight with annotation, use your mouse to highlight the selection of text that you want to annotate. Then, select **Highlight and Comment** from the drop-down menu next to the **Highlight** button in the Diigo toolbar.

A new commenting window will open. Use the drop-down menu at the top of the commenting window to point your annotation to the Diigo group that you are a part of. Then, share your thoughts in the **Add Comment** box and click the **OK** button. You've just started a new strand of conversation in this shared article!

Step 4: Following Diigo Annotations From the Group Homepage

Seasoned Diigo users learn a valuable lesson early on in their shared annotation efforts: participating in Diigo conversations directly on articles is fun, but all conversations can also be accessed in a more centralized location—your group’s homepage!

To follow a Diigo conversation from your group’s homepage, select the **My Groups** link found in the header of the Diigo page after signing in. Then, click the name of the group whose conversations you’d like to follow. All of the articles that your group has bookmarked will automatically appear.

Beneath each article’s Web link, you will see an easy-to-read list of every highlight and comment that has already been added to this ongoing conversation. If you want to join a conversation, hover over the bottom right-hand corner of the last comment in the strand that you’d like to join. Then, click the **Add Sticky Note** link.

Hint: You cannot add highlights or start brand new strands of conversation from your group’s homepage. You can only follow and participate in strands of conversation that have already been started.