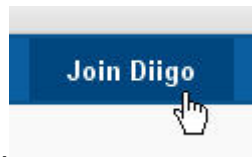


To create a Diigo Educator Account for your class you must first have a Diigo Account!

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Visit the Diigo site at www.diigo.com

Visit the Diigo site and click



Join Diigo.

Begin to create an account by completing the form. Click Continue.

The reply page will instruct you to check your email for an account activation link.

Create your account [Already have an account? Sign In now!](#)

Choose a Username

Incorrect username format.

6 ~ 16 characters, must begin with a letter, case-insensitive

First name

to be used in the Diigo Community

Last name

Email

We'll email you about new friends and alert you according to your setting! preference! In case you forget your password, you can also retrieve it via Email.

Choose a Password

Retype Password

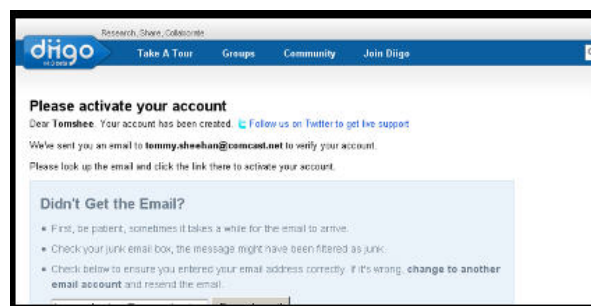
6 ~ 32 characters and is case sensitive

KYkf

Please type this number in the box provided.
(Cannot read? [Try a different one](#))

☒ Send me the occasional site update and tip. You can unsubscribe at any time.

Continue



Once you have activated your account, you can signup for a Diigo Educator Account.

If the link is not clickable, you can copy and paste it into your browser's address box.

Follow these steps to get started:

Note: Diigo only accepts school email addresses to verify educator identity. Where it says **School Email Address** if you have an email address that says somenamehere@yourschool.k12.us then you can apply straight away.

[Apply For College Educator Account](#)

yourusername@diigo.edu. You should use the same username as the individual account you set up and then add the @diigo.edu. So if your username was tsheehan then your email address would be tsheehan@diigo.edu.

· Diigo must approve these requests

Once approved, you will receive an activation email. If you haven't received it within 48 hours, or can't find your confirmation email, please check your spam folder, or contact education@diigo.com for assistance.



Hi !

Thank you for signing up with Diigo, a next generation social bookmarking and annotation site. With the power of collaboration and the power of the community, Diigo greatly improves how people discover

To activate your account, click the following link:

http://www.diigo.com/user/mana2/register_verify/a71f7ad1409b32ae65b0fe3f3b364cd5

If the link is not clickable, you can copy and paste it into your browser's address box.



Access Teacher Console

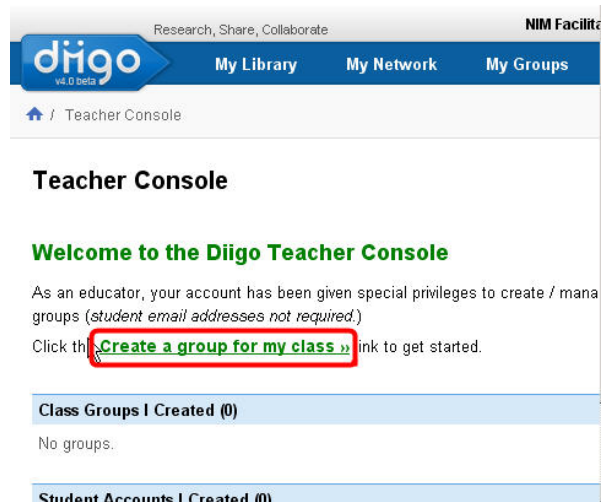
Your personalized Teacher Console, is where you create and manage student accounts and class groups.

Your teacher console can be accessed via the menu.

Create A Class Group

The first step for using Diigo for a new class is to create a new Diigo group for the class.

Click the "**Create A Group for My Class**" link to create a group for your class.



Add a group name, a description, chose public or private and click "Create my group"

The screenshot shows the 'Create a group for class' form. It has four main input fields: 'Group Name' with a placeholder 'Add name of class.' and a note '[Require minimum of 6 characters]'; 'Group URL' with a placeholder 'http://groups.diigo.com/groups/' and a note '[Require minimum of 6 characters]'; 'Description' with a placeholder 'Add description of group.' and a note 'No more than 300 letters'; and 'Who can view?' with two radio buttons: 'Public - anyone can view' (selected) and 'Private - only group members can view'. At the bottom, there are two buttons: 'Create my group' (highlighted with a red box) and 'Cancel'.

Create Student Accounts and add to class group.

To create student accounts simply enter their names or upload an entire class roster at once.

The screenshot shows the 'Create accounts for students and add them to the group' form. It starts with a heading 'Create accounts for students and add them to the group: Sage-classA' and a breadcrumb 'You are here: Diigo Home > Teacher Console > Create accounts for students and add them to the group'. Below is a section 'Enter Names' with a note '(comma separated, e.g. Michael Jordan, Cindy Smith)' and a large text area. At the bottom of this section is a 'Create' button. Below that is a section 'Or import a CSV file' with a note 'Upload a Comma Separated File (CSV) that follows this sample file format.' and a 'Browse...' button. At the very bottom is an 'Upload' button.

Input your students' names, and Diigo will automatically create usernames & passwords for them. You can also edit as necessary to change usernames and passwords before the student accounts are created.

To protect student identities, be sure not to use students' full name as their usernames.

Students will also be able to switch passwords upon logging in to Diigo.

Click "OK, create accounts".

Manage Class groups / Student Accounts using Teacher Console

Go to your "**Teacher Console**".

Once there, use these options to manage your class groups / student accounts:

- **Group Name** - click to view / manage the class group. For more tips on Diigo group's functionalities, visit Diigo Group Help section
- **Add Members** - click to add more members (either by creating more student accounts or inviting people to join by email or enter your friends' Diigo username)
- **Print Members** - Click to print the class list. You need a copy of the usernames and passwords to post them to students in their PTs.
- **Manage Members** - You can grant any number of members **moderator** access with editing

Create accounts for students and add them to the group: [Sage-classA](#)
You are here: [Diigo Home](#) > [Teacher Console](#) > Create accounts for students and add them to the group

Confirm Account Details

First Name	Last Name	Username	Password	Email
Lisa	Jordan	lisajorda	hpcca	
Cindy	Watson	cindywats	4723a	
Student	101	student101	pingn	
Student	102	student102	qrszc	

[OK, Create accounts](#) [Cancel](#)

Teacher Console

You are here: [Diigo Home](#) > [Teacher Console](#)

Class Groups I Created (3)		Create a group for my class		
Group Name	Options			
Sage-classA	Add Members Print Members Manage Members			
Sageridge-Science	Add Members Print Members Manage Members			
Sageupper-Science	Add Members Print Members Manage Members			

Student Accounts I Created (13)				
View: All Activated Not yet activated		Sort by: Created Date Real Name		
Real Name	Username	Password	Created Date	Email
Student 102	student102	qrszc	2008-09-12	
Student 101	student101	pingn	2008-09-12	
Cindy Watson	cindywatson4	4723	2008-09-12	
Lisa Jordan	lisajorda	hpcca	2008-09-12	

right, **ban** any member, or restore their membership.

That's all about setting up student accounts and class group. For more information about getting started with Diigo (how to install diigolet / toolbar, bookmark, annotate, manage group and much more advanced options), please make sure to check out the video tutorials available at the site and the Help File also available on the site.