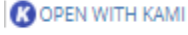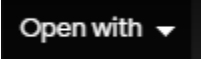# Editing PDF Files Offline Using Kami

1. Open PDF file while connected to the internet (at school, hotspot, public Wi-Fi)

   Schoology assignment –

   1. Log-in to Schoology and access the correct course.
   2. Open the assignment
   3. Click the **OPEN WITH KAMI** button

   Google Drive file –

   1. Open and search for file in Google Drive
   2. Click on PDF file
   3. Click the **Open with ▾** drop-down menu

      Connected apps

   4. Select **Ⓚ Annotate with Kami**

2. **Leave** the Kami tab **OPEN** but you may close your Chromebook

3. Re-open Chromebook and start editing the PDF using Kami tools in the left bar.

4. **DO NOT CLOSE Kami** tab while disconnected from the internet

5. When reconnected to the internet, click the save button in upper-right corner. You may now close the tab or submit assignment with changes being saved.