

Separating PDFs: Apple

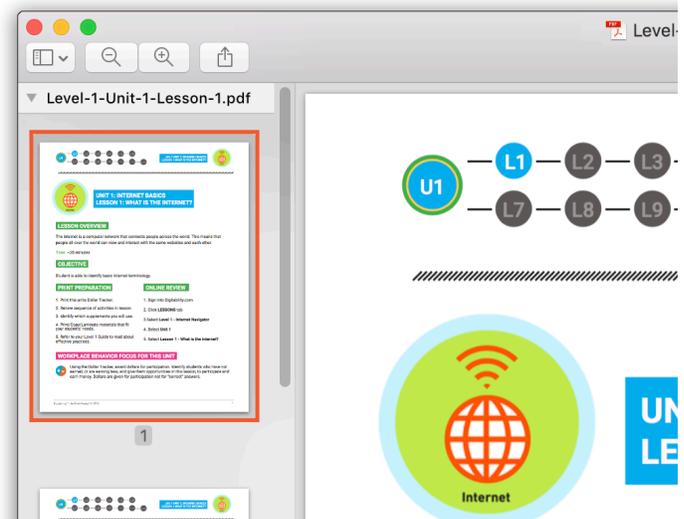
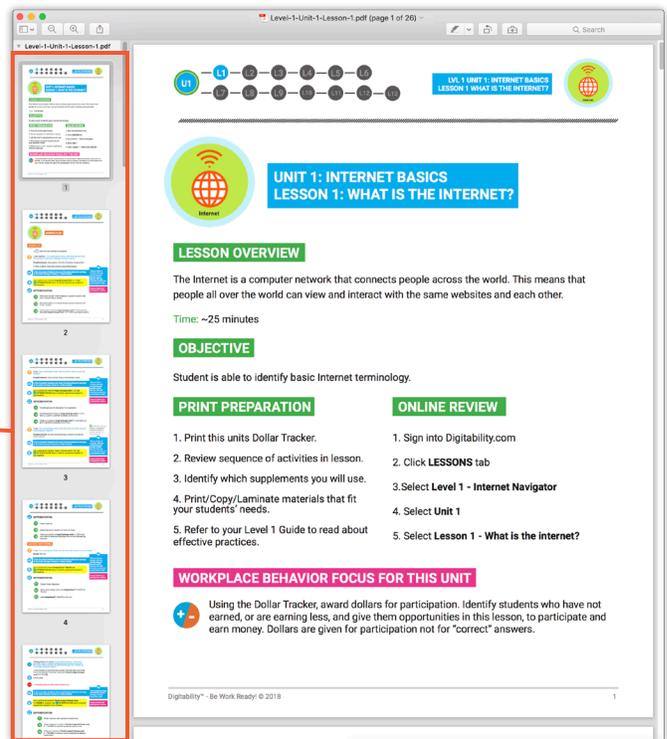
Open Your PDF on Preview

Open your Digitability lesson plan in Preview on your Mac computer. Once your doc is open, you will see a thumbnail view of the pages in this PDF.

Selecting Pages to Keep or Delete

You can create versions of the same lesson plan PDF that has different pages removed to send to students. This will allow you to include the supplemental materials that student(s) need(s).

If you would like to delete a PDF page, simply click the page(s) on the thumbnail view on the right side and click the "Delete Button."



Do NOT Save Your Document Yet!

Saving a New Version of Your PDF

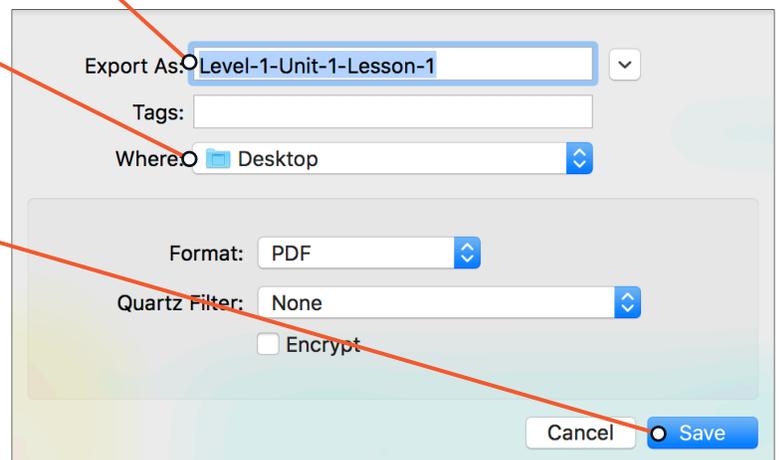
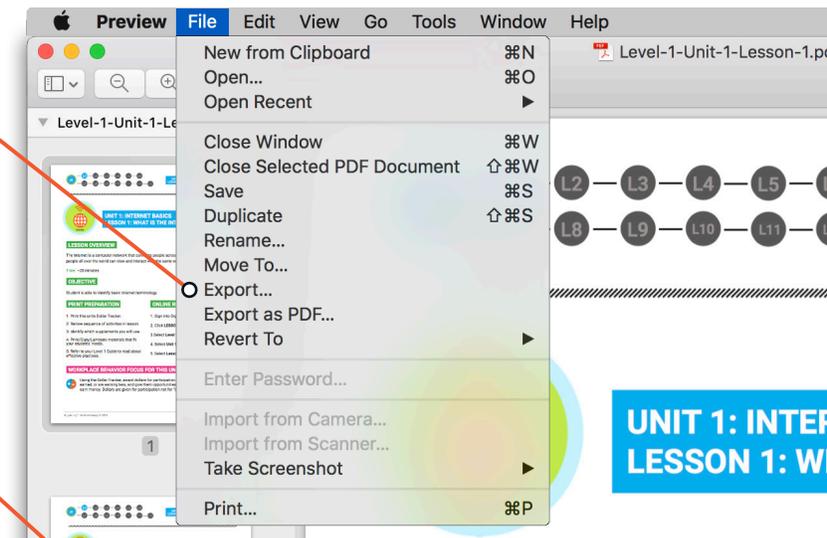
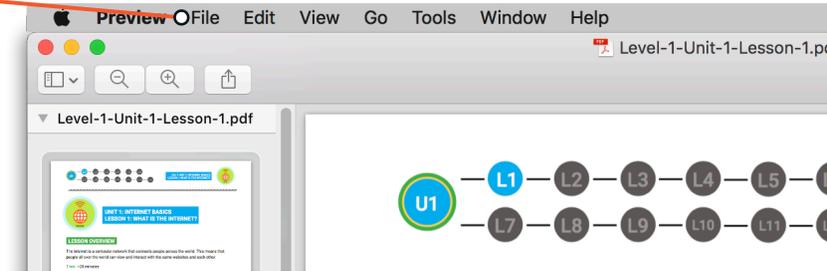
Once you delete all the pages not needed, you can **Export** your document as a different name. To do so, see below:

Click **File** on the toolbar of Preview at the top of the computer.

When you click **File**, a dropdown will appear. Click on **Export** in the dropdown menu.

When you click **Export**, a window will appear. You can **rename** this document and save it in your desired **location**.

Once you **rename** this document and save it in your desired **location**, you can click the **“Save Button.”**



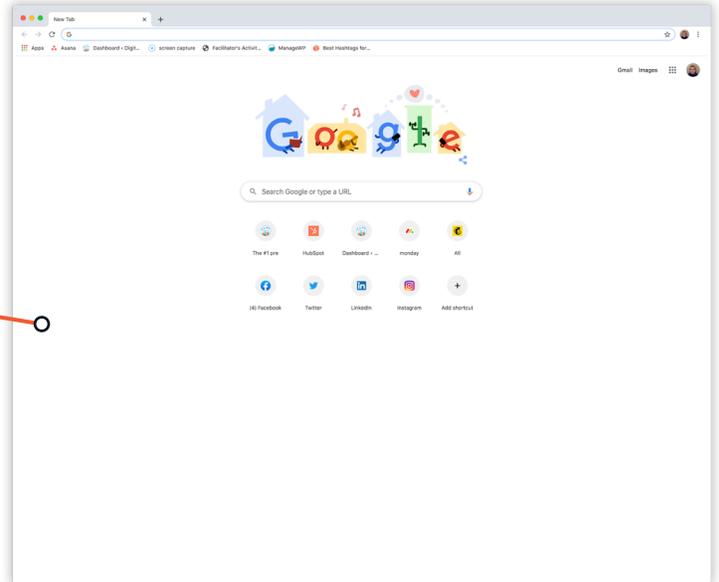
Repeat this process for as many versions as you need.

Separating PDFs: PC



Open Your Chrome Browser

1. Once you have opened and downloaded the lesson pdf that you need, open a new Chrome browser window.



Open Your PDF on Chrome

2. Drag and Drop your file from **Downloads** into that new Google Chrome browser window.

Level-1-Unit-1-Lesson-13.pdf

UNIT 1: INTERNET BASICS
LESSON 13: INTERNET BASICS
MASTER BADGE

LESSON OVERVIEW

The Internet is a computer network that connects people across the world. You can visit a website to chat, share and search on the Internet you know the parts of a website home page, menu, links, buttons Take your time! Look at each web page carefully!

Time: ~25 minutes

OBJECTIVE

Student is able to identify basic Internet terminology.

PRINT PREPARATION

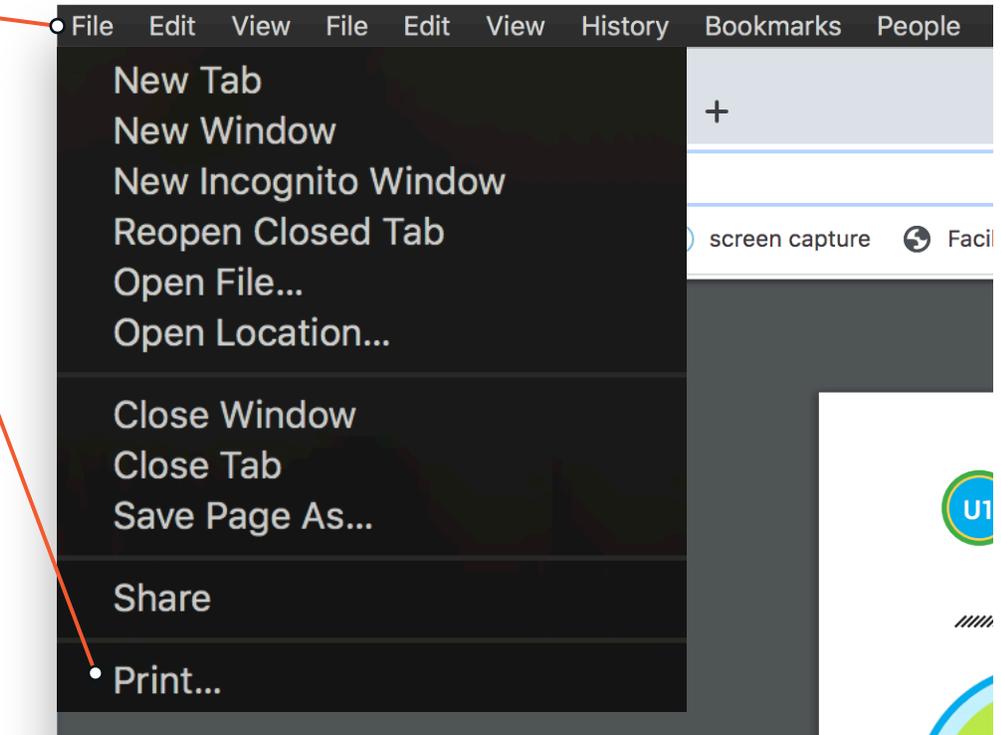
1. Print this units Dollar Tracker.
2. Review sequence of activities in lesson.
3. Identify which supplements you will use.
4. Print/Copy/Laminate materials that fit your students' needs.
5. Refer to your Level 1 Guide to read about effective practices.

ONLINE REVIEW

1. Sign into Digitability.com
2. Click LESSONS tab
3. Select Level 1 - Internet Navigator
4. Select Unit 1
5. Select Lesson 13 - Internet Basics Master Badge

Selecting Pages to Keep or Delete

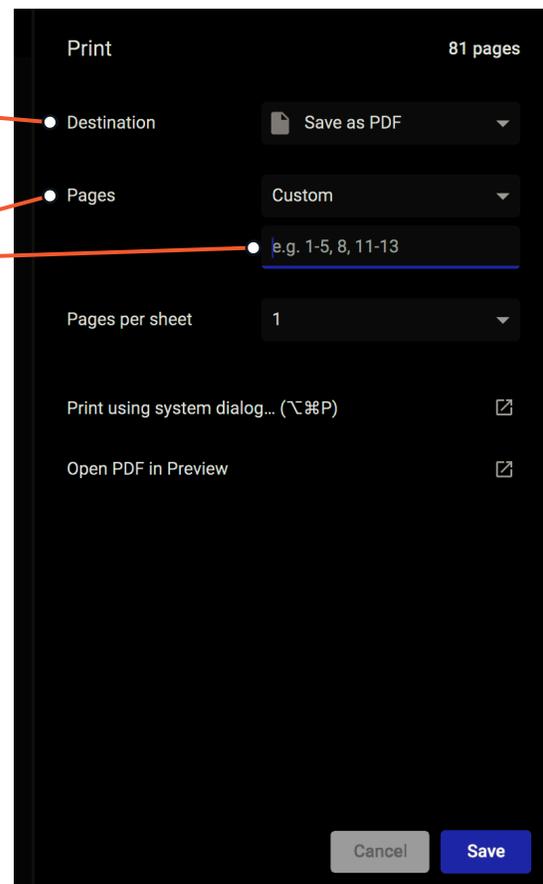
3. Click **File** → **Print...**



4. Click the dropdown menu labeled **Destination** and choose **Save as PDF**.

5. Under **Pages**, specify the range of pages you want to extract from the larger file.

For example, you could enter 1-5 to extract pages 1-5. Or, you could enter 1-3, 6, 9 to extract pages 1-3, 6, and 9.



Repeat this process for as many versions as you need.