

Submitting Assignments to Turnitin

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Introduction

Turnitin is an assignment submission tool, used within Blackboard.

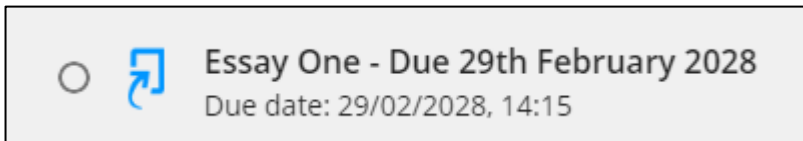
Most assignments are submitted through Turnitin.

We also have [a video that shows the process of submitting, and resubmitting to Turnitin](#).

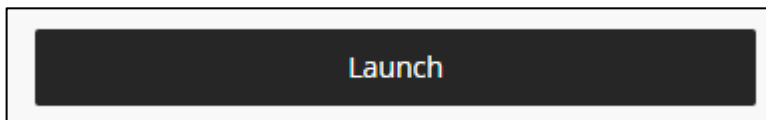
Submitting to Turnitin

You would normally find Turnitin assignment submission points under a section labelled 'Assessments'.

A link to the submission point will look similar to the image below:

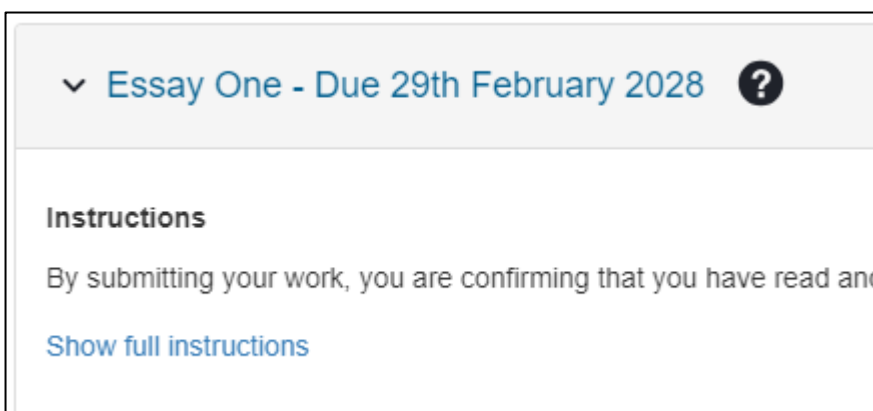


Click on the link and select Launch.

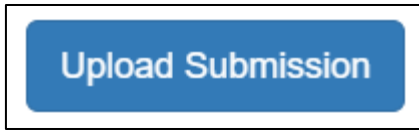


The first time you access Turnitin you will be shown an End User License Agreement that you can read, and would need to agree to, to use Turnitin.

On the submission page selecting the arrow next to the assignment name will reveal important information about the assignment, such as the due date and time, whether 'resubmissions' up to the due date are permitted, and the feedback release date when feedback and grades will be released:



When you are ready to submit, click the 'Upload Submission' button, and a pop-up box will appear.

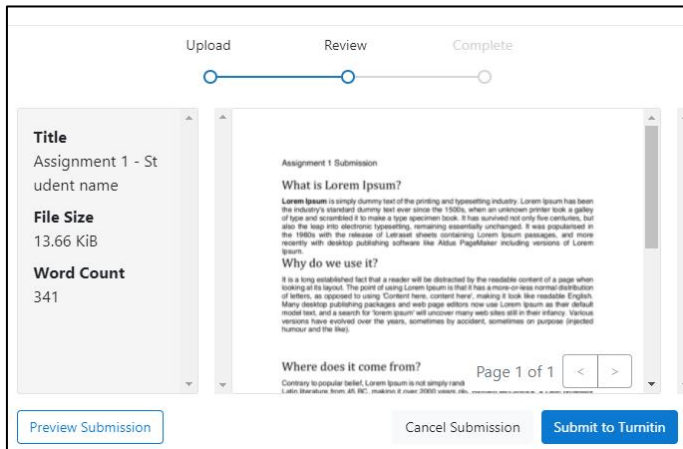


Click the question mark icon next to the 'Submission File' label to see which file types are permitted. The maximum file size for submission is 100MB.

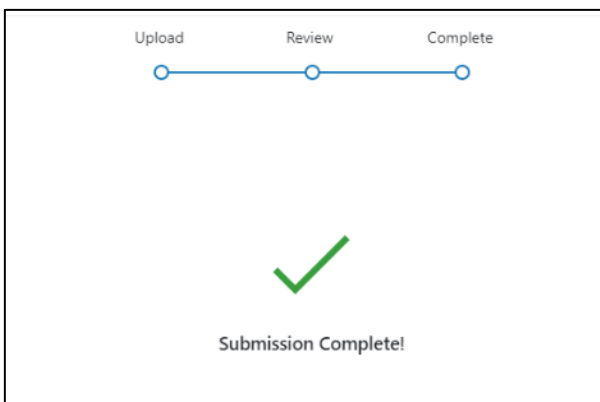
Most people upload their assignment using the default 'Upload Submission' option or the 'Cloud Submission' option. I'm demonstrating the first option here to upload a file from my laptop. Use the 'Choose File' button and search for your file.

When ready, click 'Upload and Review', and you will see the file uploading.

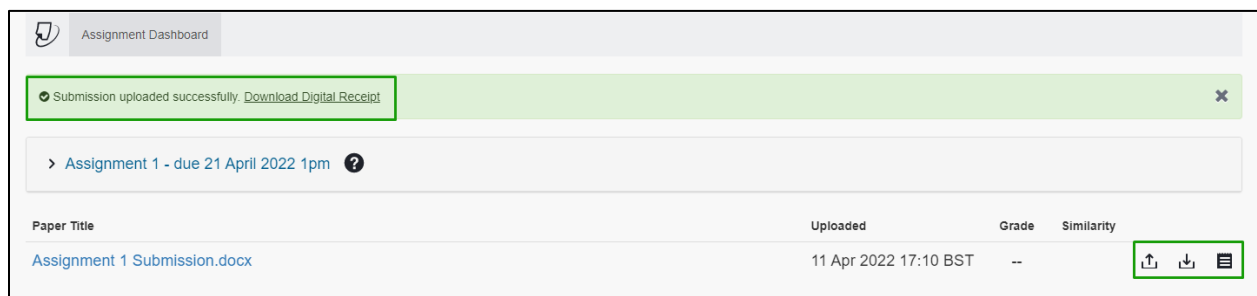
The Review screen shows a preview of the file, so that you can check you are submitting the correct file. Click ‘Submit to Turnitin’.



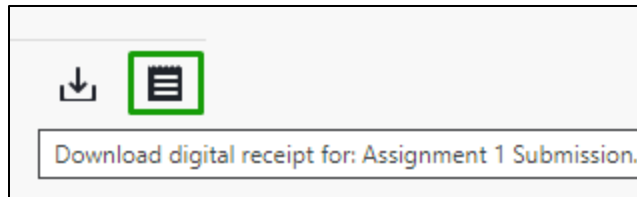
Once the file has submitted, you will see a message saying it has been successful.



The pop-up box will then disappear, and you will see your submission in the assignment dashboard:

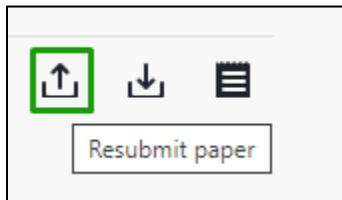


You will not receive an emailed digital submission receipt, but you can download one here, straight after submitting, or later, by clicking the paper icon to the right of the submission.

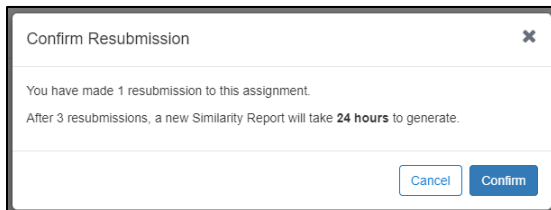


Re-Submitting to Turnitin

If you wish to re-submit to Turnitin, and if the settings permit it, click back onto the assignment to load the same 'Assignment Dashboard' page, and click the 'Resubmit Paper' icon which looks like an up arrow.



You will see a pop-up explaining that after 3 re-submissions, a new similarity report will take 24hrs to appear.

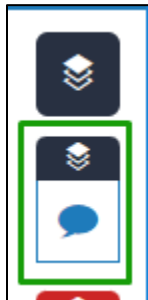


Viewing Grades and Feedback

To view your grade after the feedback release date, access the same assignment dropbox, your grade will be entered by the tutor against your submission:

Paper Title	Uploaded	Grade
Assignment 1 Submission.docx	11 Apr 2022 17:10 BST	--

When you click on the assignment, it will open up, and you will be able to view any feedback entered by the tutor:



You can download a pdf copy of your assignment with the feedback included, by clicking the download icon, and selecting 'current view':

