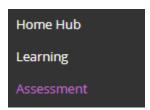# Edge Hill University

SUBMITTING TO TURNITIN

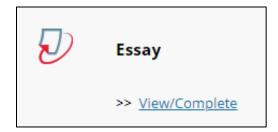## A GUIDE FOR STUDENTS

Introduction

Turnitin is an assignment submission tool, found within the Learning Edge (Blackboard) online learning environment. Google Chrome or Mozilla Firefox are the recommended browsers for use with Blackboard and Turnitin.

Submitting an assignment to Turnitin

You would normally find any Turnitin dropboxes by clicking the 'Assessment' link on the menu to the left of your course.
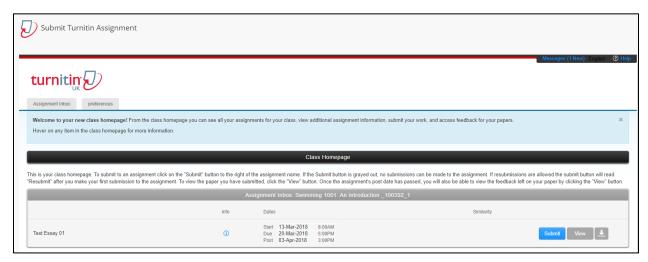

The link to the Turnitin dropbox will look something like this.
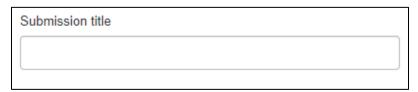

Click on the 'View/Complete' link.

You will see a page with information such as the due date of the assignment, and the 'post' date when grades are released.

On the right-hand-side is a 'Submit' button. Click 'Submit'.

Type a title for your submission in the 'Submission title' box.
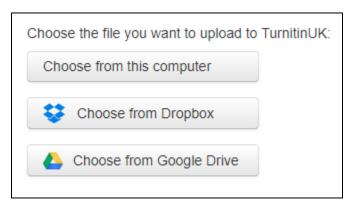

It is not important what you type here, but we would recommend that you type the assignment title.

Click on the 'What can I submit?' link to see the limitations on what you can submit.

Check that you are submitting a supported file type, and that your file is not too big. The maximum upload limit is 100MB.

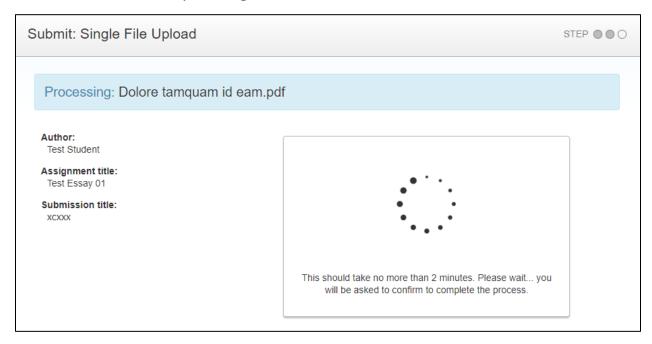You can select files from your computer, Dropbox, or Google Drive.

Most people select 'Choose from this computer'. You can then select the file, using the standard file explorer window. Before you start this process, make sure the file that you are submitting is closed. If you have the file open in Microsoft Word, for example, it may affect the submission.
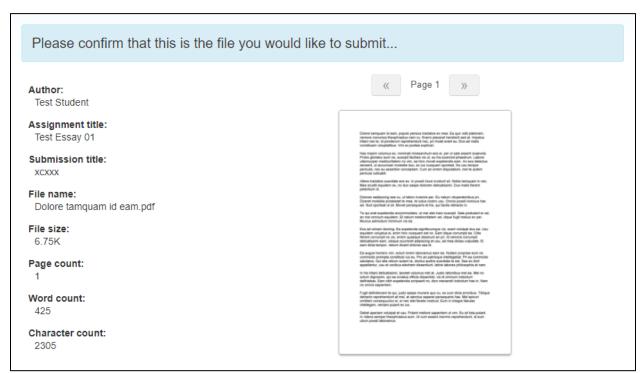
Once the file is selected, click the 'Upload' button'.

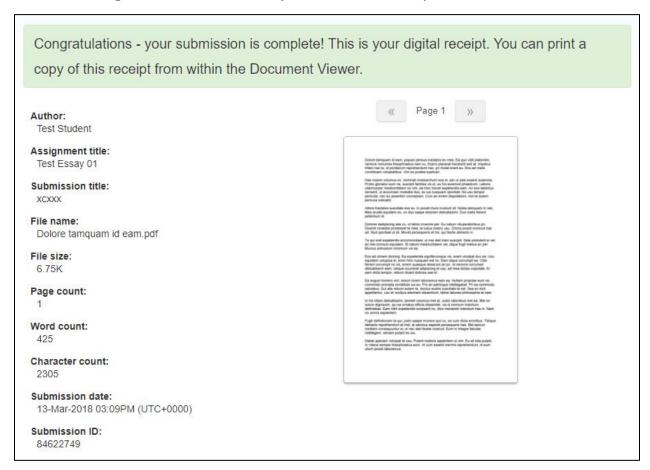Wait while the file is uploading. You will see this screen.

When the upload is complete, you will be asked to confirm that it is the file that you want to submit.

If you agree that it is, click on the 'Confirm' button at the bottom of the page.

Your paper is not uploaded unless you click Confirm.

Once the assignment is submitted, you will see a receipt, similar to this.

Congratulations - your submission is complete! This is your digital receipt. You can print a copy of this receipt from within the Document Viewer.

« Page 1 »

Author:
Test Student

Assignment title:
Test Essay 01

Submission title:
XCXXX

File name:
Dolore tamquam id eam.pdf

File size:
6.75K

Page count:
1

Word count:
425

Character count:
2305

Submission date:
13-Mar-2018 03:09PM (UTC+0000)

Submission ID:
84622749

An email confirmation will also be sent to your Edge Hill University email address, from 'TurnitinUK No Reply'.

TurnitinUK No Reply
This is your TurnitinUK Digital Receipt   09:15
CAUTION: This email originated from outside of the organisa

Viewing your grades

Once the 'Post' date for the assignment has passed, you can enter the Turnitin assignment, in the same way that you did to submit it.

The difference is, that instead of having a 'Submit' button available, you will have a 'View' button.

Select the 'View' button and you will see a copy of your assignment. There will be a grade at the top right.

You may see feedback comments in the text.

General feedback is available in the 'Instructor Feedback' section, under the grade.