

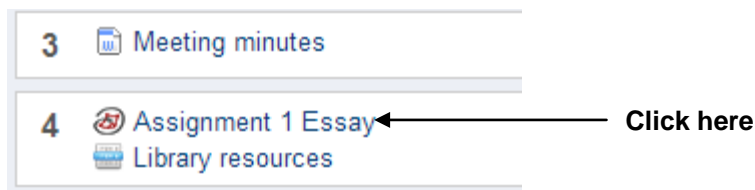


a guide to

# Turnitin within Moodle

## Accessing a Turnitin Assignment within a Moodle Course

1. Click on the Turnitin assignment name within the Moodle course



2. You will then see the Turnitin assignment summary screen, an example of which is shown below

Summary My Submissions

Turnitin Assignment Name Assignment 1 Essay

Summary Please upload your essay here.

You will be able to upload your work to Turnitin from Monday 7 November. The submission deadline is 4pm on Thursday 1 December.

You must upload your essay as either a MS Word document or a plain text file.

Assignment Part	Start Date	Due Date	Post Date	Max Marks
Part 1	7/11/11, 09:00	1/12/11, 16:00	2/12/11, 09:00	100

3. Please pay particular attention to the Start Date, Due Date and Post Date for the assignment. Turnitin assignments cannot accept student submissions until the assignment start date and time has passed. Assignments may also reject submissions after the due date and time set by the tutor.

Assignment Part	Start Date	Due Date	Post Date	Max Marks
Part 1	7/11/11, 09:00	1/12/11, 16:00	2/12/11, 09:00	100

Please Turn Over

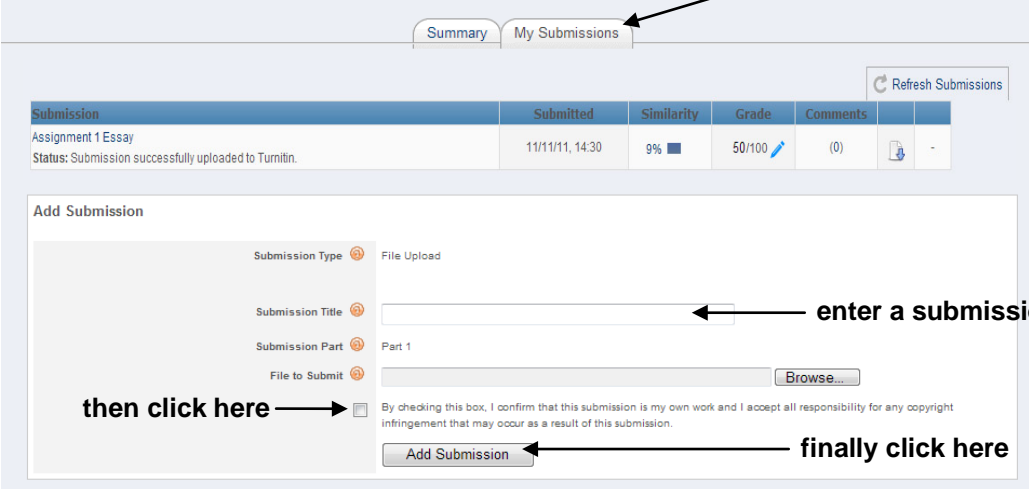
## File Types and Size

Turnitin currently accepts the following file types for upload into an assignment:

- MS Word (DOC and DOCX)
- Corel WordPerfect®
- HTML
- Adobe PostScript®
- Plain text (TXT)
- Rich Text Format (RTF)
- PDF
- The file size may not exceed 20MB.

## Uploading a Submission to Turnitin

1. Click on the **My Submissions** tab



The screenshot shows the Turnitin submission interface. At the top, there are two tabs: 'Summary' and 'My Submissions'. An arrow points to the 'My Submissions' tab with the text 'Click here'. Below the tabs is a table with columns: 'Submission', 'Submitted', 'Similarity', 'Grade', 'Comments', and 'Status'. The first row shows 'Assignment 1 Essay' with a status of 'Submission successfully uploaded to Turnitin.' Below the table is the 'Add Submission' form. It includes a 'Submission Type' dropdown set to 'File Upload', a 'Submission Title' text input field with an arrow pointing to it and the text 'enter a submission title', a 'Submission Part' dropdown set to 'Part 1', and a 'File to Submit' field with a 'Browse...' button. Below these fields is a checkbox with the text 'By checking this box, I confirm that this submission is my own work and I accept all responsibility for any copyright infringement that may occur as a result of this submission.' An arrow points to this checkbox with the text 'then click here'. At the bottom of the form is an 'Add Submission' button with an arrow pointing to it and the text 'finally click here'.

2. Enter a **Submission Title** then click the **Browse** button to select the file you would like to submit. Remember to click the check box under the 'File to submit' box to confirm that the work is your own.
3. Finally click on the **Add Submission** button.



- Make sure that the file type you are submitting can be accepted by Turnitin.
- Some tutors may not allow you to see the Originality Report for your work.
- Some tutors may not allow the late submission of work e.g. work posted after the Due Date but before the Post Date of the assignment.
- Some tutors may only allow you to submit your work once to the Turnitin assignment.
- **Please check with your tutor/s if in doubt or need further guidance.**

For further information please see the Turnitin Student User Manual

[https://www.turnitin.com/static/resources/documentation/turnitin/training/Moodle\\_Native\\_Integration\\_Student\\_Manual.pdf](https://www.turnitin.com/static/resources/documentation/turnitin/training/Moodle_Native_Integration_Student_Manual.pdf)