

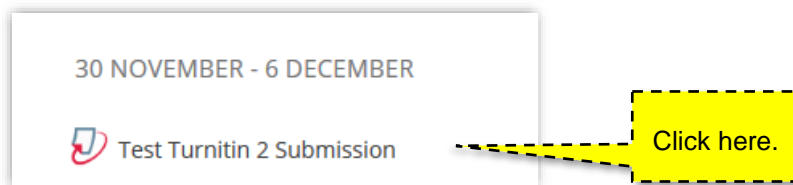


a guide to

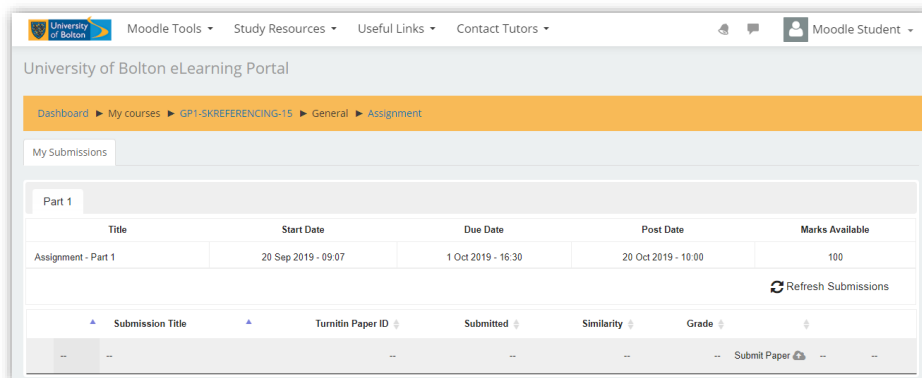
# Turnitin - Submitting an Assignment

## Accessing a Turnitin Assignment within a Moodle Course

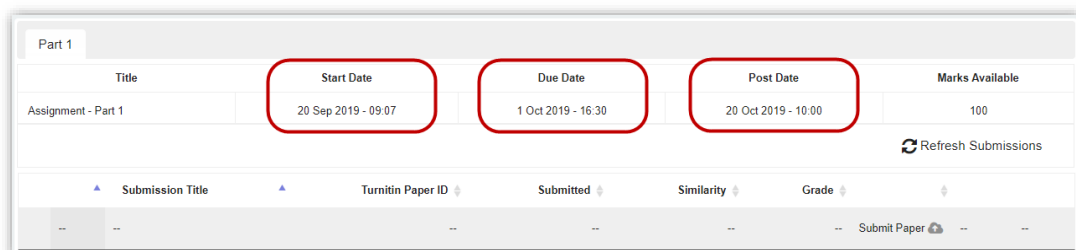
1. Click on the Turnitin assignment name within the Moodle course



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



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



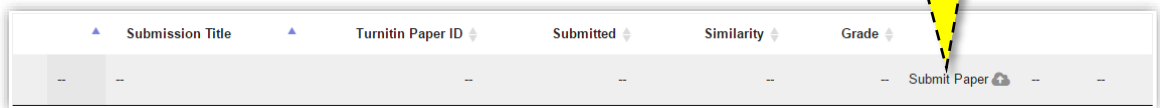
## File Types and Size

Turnitin currently accepts the following file types:

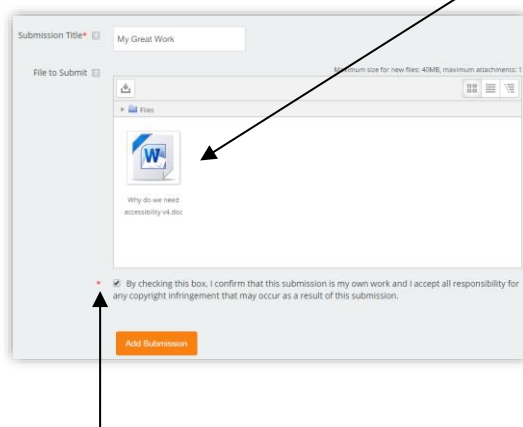
- MS Word (DOC and DOCX)
- MS PowerPoint (PPT and PPTX)
- Corel WordPerfect®
- HTML
- Adobe PostScript®
- Plain text (TXT)
- Rich Text Format (RTF)
- PDF
- The file size may not exceed 40MB.

## Uploading a Submission to Turnitin

1. Click '**Submit Paper**'

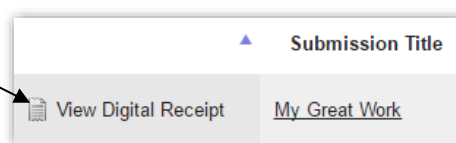


2. Read and accept the Turnitin User Agreement if prompted to do so.
3. Drag and drop your work into the '**Files**' box.



4. Tick the box marked by the red \* (asterisk)
5. Click '**Add Submission**' button

If your submission was successful, you will see an extract of your work in the form of a digital receipt. Close the digital receipt window by clicking on the '**Close**' button in the top right hand corner. You can view/print your digital receipt at any time by choosing '**View Digital Receipt**' link to the left of your Submission Title.



**Please check with your tutor(s) if in doubt or need any further guidance.**