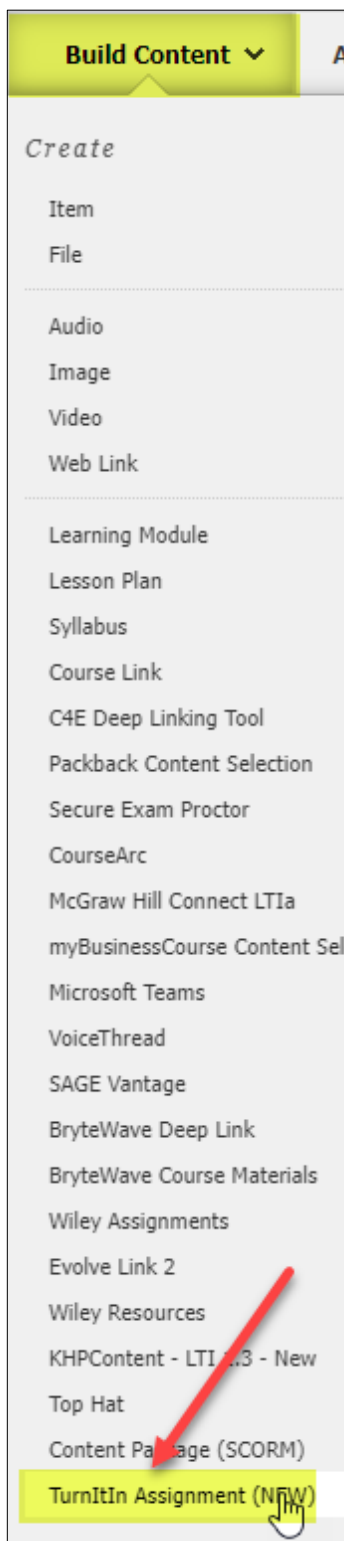


Creating a Turnitin Assignment

Turnitin Assignments can be added to courses through the **Build Content** menu tab.

1. Hover over the **Build Content** menu tab.
2. Click on the **Turnitin Assignment (NEW)** link.



3. Set the parameters for your new Turnitin Assignment.

A screenshot of the Turnitin Assignment configuration form. The form has several sections: 'Title' with a text input field labeled 'Assignment Title'; 'Max Grade' with a text input field; 'Instructions' with a large text area labeled 'Assignment instructions'; 'Start Date' with a date and time picker set to '2022-02-03 09:55 CST'; 'Due Date' with a date and time picker set to '2022-02-10 09:55 CST'; 'Feedback Release Date' with a date and time picker set to '2022-02-10 09:55 CST'; an 'Enable PeerMark' checkbox; and an 'Optional Settings' section with a gear icon. A 'Submit' button is at the bottom left.

- **Title:** Enter the title of the assignment that your students will see in their assignments list for the class.
 - **Instructions:** This setting allows the instructor to provide instructions to students about the assignment.
 - **Max Grade:** Set a point value for the assignment to allow a grade to be set by rubrics (if used) and be sent to the grade book. For example, if you set the max grade as 100, this is the highest grade your student can receive.
 - **Start Date:** The start date is the date and time students can begin submitting to the assignment.
 - **Due Date:** The due date is the date and time the students' papers are due for the assignment.
 - **Feedback Release Date:** The feedback release date is the date and time students can begin viewing the comments and grades you have left on their papers. The feedback release date can be before the due date.
 - **Enable PeerMark:** Select the checkbox to allow PeerMark assignments for this assignment. This will add two new PeerMark tabs to your Turnitin assignment (after setup is completed).
4. Click on **Optional Settings** (if needed). Note: To find additional information about what each optional setting means, simply hover over the question mark icon (?).
 5. Click on the **Submit** button.

Optional LTI settings

To begin customizing the LTI assignment, click **Optional settings**. The information below will help you to understand the settings available and correctly customize the assignment.

Should you find that any optional settings are unavailable, please contact your Turnitin administrator who may be able to enable features within their Turnitin account.

Submission settings

Submission storage options

- **Standard paper repository**
Student papers will be checked against other institutions' student submissions.
- **Do not store the submitted papers**
A similarity report will still be generated for paper submissions, but your students' papers will not be stored in the Turnitin standard paper repository or the institution's paper repository for future comparison.

Allow submissions of any file type

Select the checkbox to allow all file types - even those that are not supported for generating a Similarity Report. This includes files that include media.

Allow late submissions

Select the checkbox to allow late submissions for the assignment; students will be able to submit papers after the due date.

Compare against

These search options allow you to select the repositories that students' submissions will be checked against when processing Similarity Reports for papers. The similarity score may decrease if a repository option is deselected.

Similarity Report

Report generation and resubmissions

- **Generate reports immediately (resubmissions are not allowed)**
Originality Reports for all submissions will be generated immediately. Students cannot resubmit papers. If, for any reason, a resubmission is required when this setting is selected, you must manually delete a student's submission from the assignment inbox to allow the student to submit again.
- **Generate reports immediately (resubmissions are allowed until due date. After 3 resubmissions reports generate after 24 hours.)**
This option is typically used when students are self-reviewing and revising their submissions and able to view the Similarity Report. Similarity Reports will be generated immediately for each student's initial submission to this assignment.
 - Students may resubmit as often as they wish until the assignment's due date.
 - Similarity Reports for a second or subsequent submission will generate after 24 hours of submission.
 - As all previous submissions are removed upon resubmission, only the latest submission is available to both you and the student.
 - Similarity Reports will regenerate within an hour of the due date and time to allow student submissions to compare against one another within the assignment.
 - This report regeneration may cause a change in a paper's similarity score. No resubmissions are allowed after the due date and time of the assignment.

Creating a Turnitin Assignment

- **Generate reports on due date (resubmissions are allowed until due date)**

Originality Reports will not be generated for any submission until the due date and time of the assignment is reached. Students may resubmit as many times as needed until the due date and time, but will not receive reports during this period. No resubmissions are allowed after the due date and time of the assignment

Allow students to view Similarity Reports

Select the checkbox to allow your students to view their Similarity Reports for submissions to this assignment. This option gives you more flexibility and control when creating assignments.

Exclude bibliographic materials

Select the checkbox to exclude text appearing in the bibliography, works cited, or references sections of student papers from being checked for matches when generating Originality Reports. You can overwrite this setting in individual Similarity Reports.

Exclude quoted materials

Select the checkbox to exclude quotations from being checked for matches when generating Similarity Reports. You can overwrite this setting in individual Similarity Reports.

Exclude small sources

Select the checkbox to exclude matches that are not of sufficient length (determined by you) from being considered when generating Similarity Reports. A box will appear, where you can exclude matches by word count or by percentage.

Excluding assignment templates

Occasionally students are provided with templates which are submitted alongside their assignment. If all students within the class submit the same template, it will influence their Similarity Report. Templates can be uploaded to the assignment settings so that they can be automatically excluded from all student's Similarity Report in that class. You can upload your custom template or create your own custom template on Turnitin. Template Requirements:

- Uploaded files must be less than 100 MB.
- If your file exceeds 100 MB, you can reduce its size by removing any images or save the file as a rich text or plain text file. You could also copy the text from the file and paste it into the Create Custom Template text box.
- Templates must have at least 1% words of text.
- Accepted file types for upload: Microsoft Word, Excel, PowerPoint, WordPerfect, PostScript, PDF, HTML, RTF, OpenOffice (ODT), Hangul (HWP), and plain text

Additional Settings

Check the box **"Save these settings for future use"** to store these settings as your default options for future assignments.

Don't Forget to Submit!

Scroll to the bottom of the settings page and click the **Submit** button to save your settings.