



Workshops

TURNITIN WORKSHOP 2018

eLearning Systems and Support

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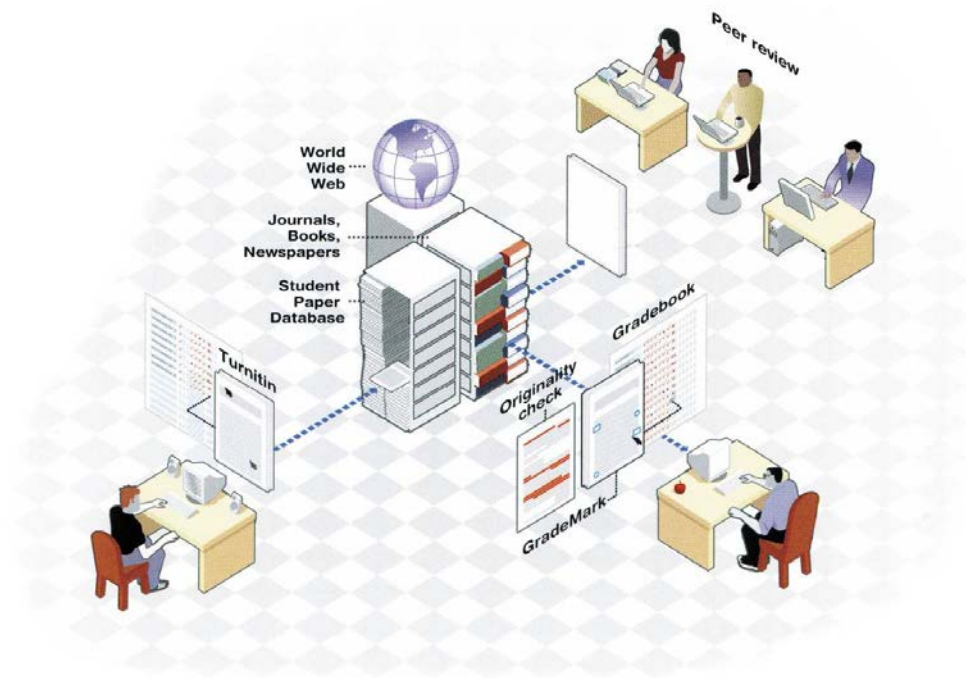
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Overview

Turnitin is online web-based text-matching software that works by comparing electronically submitted papers to billions of pages of content located on the Internet and proprietary databases as well as the work of other students whose papers have also been submitted into the system.

How Turnitin works



(from Lovelock, R. (2010), *iParadigms*: presentation to Indooroopilly High School, ALDIS Associates P/L Melbourne, Australia)

Originality Report: the output of pattern matching against all items in the Turnitin database

GradeMark: online marking module of Turnitin assignments.

PeerMark: peer review of submissions.

File Types

Turnitin accepts all file types though an Originality Report is only produced for the following:

- Microsoft Word® (DOC and DOCX)
- PowerPoint
- Corel WordPerfect®
- HTML
- Adobe PostScript®
- Plain text (TXT)
- Rich Text Format (RTF)
- Portable Document Format (PDF)

The file size may not exceed 40 MB. Files of larger size may be reduced in size by removal of non-text content. Files that are password protected, cannot be uploaded or submitted to Turnitin.

See [Appendix 1](#) for a comprehensive list of file types that Turnitin can create an Originality Report.

Online marking

GradeMark the online marking tool allows you to annotate student assignments (PDF, Word, PowerPoint, Excel and image files only), give feedback using a rubric (all file types) and return marked assignments to students electronically.

You can also use this tool to give feedback on assignments that do not require a file submission, such as oral presentations. The students' marks are also automatically transferred to the Grade Centre in Blackboard.

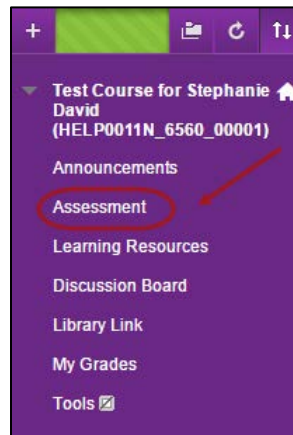
See [Appendix 2](#) for a comprehensive list of file types that Turnitin can display in the Document Viewer and can be annotated.

Creating a Turnitin Assignment

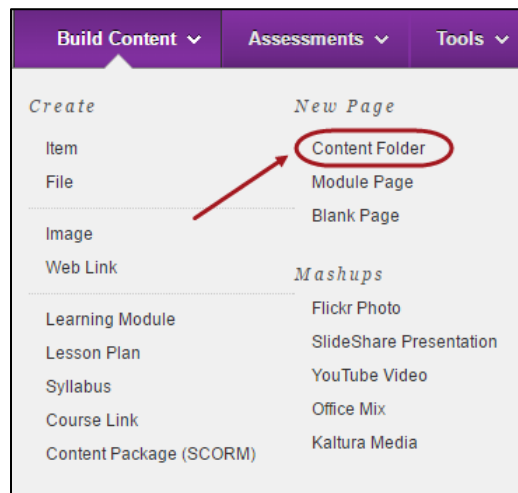
Setting up your assignment

Turnitin assignments would normally be added to the *Assessment* Content Area. Best practice is to create a folder for all required assessment information. To save confusion for students, the assignment should be given exactly the same name as in the Electronic Course Profile (ECP).

- From the **Course Menu** select a Content Area (*Assessment*).



- Click on the **Build Content** (Build Content) button.
- Select **Content Folder** from the drop down menu.



Content Folder Information

- Enter the **Name** of the assessment item (same as in the ECP).

CONTENT FOLDER INFORMATION

* Name

Colour of Name Black





Text

Path: p Words:0

Note: A descriptive **Name** is an essential field.

- Option extras are the:
 - Font colour of the folder name.
 - Type a concise description in the Text field.

Availability

- Optionally, if you have not completed organising the content, select the No **Permit Users to View this Content** radio button.
- Optionally, set **Date and Time Restrictions**: i.e. This could be the date the assignment is published until the date late assignments can be submitted up to.
 - If required, select the **Display After** checkbox and enter the date using the  (Date Selection Calendar) and enter the time using the  (Time Selection Menu).
 - If required, select the **Display Until** checkbox and enter the date using the  (Date Selection Calendar) and enter the time using the  (Time Selection Menu).

STANDARD OPTIONS

Permit Users to View this Content ☒ Yes ☐ No

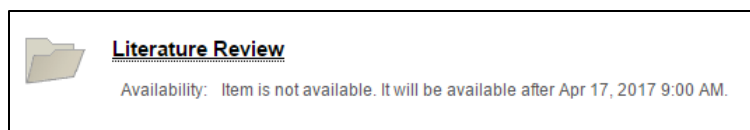
Track Number of Views ☐ Yes ☒ No

Select Date and Time Restrictions

☒ Display After 17/04/2017 09:00 AM
Enter dates as dd/mm/yyyy. Time may be entered in any increment.

☒ Display Until 30/04/2018 05:00 PM
Enter dates as dd/mm/yyyy. Time may be entered in any increment.

- Click on the **Submit** (Submit) button.

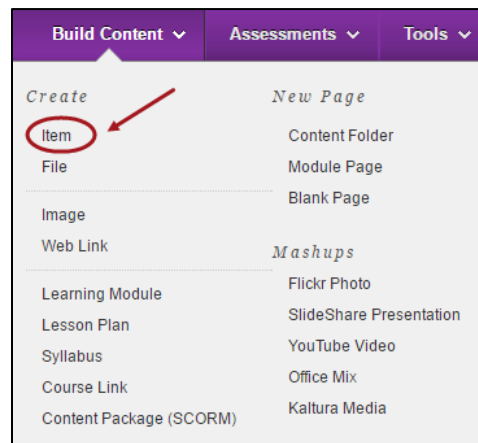


- Click on the folder link to open the folder.

Add an Item for instructions

Add an Item inside the folder with instructions for students regarding assignment submission and links to all relevant documents such as the assignment question and marking scheme.

- Click on the **Build Content** (Build Content) button.
- Select **Item** from the drop down menu.



- Add clear instructions and link any relevant documents.

CONTENT INFORMATION

Name

Colour of Name

Text

For the toolbar, press ALT+F10 (PC) or ALT+FN+F10 (Mac).

Carefully read the assignment instructions and questions [Literature Review.docx](#)

Submit your assignment using the [Turnitin](#) submission link below. you may submit your assignment as many times as you wish up until the due date. You can check your [originality](#) report each time you submit your assignment.

Name your file: **Literature Review**

If you have any difficulty submitting your assignment on the due date:

1. Email me a copy of your assignment to lecturer1@uq.edu.au
2. Contact ASK US - askus@library.uq.edu.au or 334 64312.

Path: p » span Words:88

- Click on the (Submit) button.

Create a Turnitin Assignment (Text-based)

The following instructions give you information on setting up a Turnitin Assignment for the submission of text based assignments. i.e. PDF, Word and PowerPoint files.

An Originality Report can be produced that highlights any text in a student's assignment that matches sources in the Turnitin database, including web content, previously submitted assignment and subscription-based journals and publications.

Turnitin only allows the submission of one file. Turnitin does not allow the submission of group assignments, consider using the Blackboard Assignment tool for group assignments (refer *Assignment Tool* page).

Originality report options

1. Students submit assignments and **cannot** see their Originality Report.
2. Student **can** see their Originality Report but have **no opportunity to revise their assignments**.
3. Student **can** see their Originality Report and **can** revise and resubmit their assignments as many times as they want until due date BUT only one Originality Report is generated in each 24 hour period.

Note: This last option is considered best practice, with the Originality Report used as a tool to teach student how to properly acknowledge sources as well as highlighting possible plagiarism issues. The recommend settings in this guide are for this option.

Setting up your assignment

Turnitin assignments would normally be added to the *Assessment Content Area*. Best practice is to create a folder for all required assessment information. To save confusion for students, the folder should be given exactly the same name as the assignment in the ECP.

Refer the *Create a folder* guide on the *Content Area* tool page.

Add an Item inside the folder with instructions for students regarding assignment submission and links to all relevant documents such as the assignment question and marking scheme (if it is not online).

Refer the *Add an Item* guide on the *Content Area* tool page.

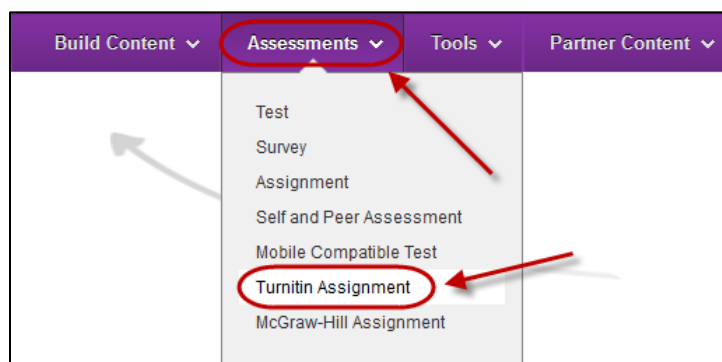
Tip: The following information should be included in the assignment instructions:

- How the file should be named.
- The file type/s students may submit.
- Not to include animated text/images in PowerPoint files.
- Whether students can view the Originality Report and if can resubmit and obtain a new report.
- What to do if they have problems uploading their assignment. i.e. Email the assignment to the course coordinator, continue to try to upload the assignment until they are successful and contact AskUS for help if needed.
- That late assignments may be submitted and that all assignments automatically have a time/date stamp of when they are submitted. (if you set the assignment up to allow late submissions).

- Include a link to the AskUS instructions on Turnitin:
<https://web.library.uq.edu.au/library-services/it/learnuq-blackboard-help/learnuq-assessment/Turnitin-assignments>
- Assignment submission is a three step process and it is the responsibility of the student to check the assignment preview and confirm that the assignment has been successfully submitted. Students need to keep a copy of the **Submission ID** as proof they have submitted the assignment.

Creating the Turnitin assignment submission

- Click on the **Assessments** (Assessments) button.
- Select **Turnitin Assignment** from the drop down list.



- Click on the **Next Step** (Next Step) button.
- Enter the below information

Setting	Recommendation	Comments
Assignment title		Should match the title of the assessment task in the ECP (Electronic Course Profile).
Points value		The mark the assignment is out of (optional). Refer to the <i>Marks / Rubrics / Grading form overview</i> guide for information on options.
Allow only file types that Turnitin can check for originality	Yes	This setting allows only text based assignments (PDF, Word, PowerPoint) to be submitted.
Allow any file type	No	This setting allows assignments of any file type to be submitted (PDF, Word, PowerPoint, images, Excel, audio).
Start date		Students are only able to submit assignments after the <i>Start date</i> has passed.
Due date		Students are blocked from submitting assignment after the <i>Due date/time</i> unless late assignment submission is enabled.

Setting	Recommendation	Comments
Post date		The date when marked assignments and grades are available to students in Turnitin (initially set well after the due date to give plenty of marking time and to cater for extensions).

New Assignment

Assignment title [?](#)

Point value [?](#)

Optional

☒ Allow only file types that Turnitin can check for originality
☐ Allow any file type [?](#)

Start date [?](#)

 at : PM

Due date [?](#)

 at : PM

Post date [?](#)

 at : AM


NOTE: In Blackboard, the post date relates to the availability of GradeMark papers only and has no bearing on when grades are posted to the Blackboard Grade Center.

[+ Optional settings](#)

It is possible to leave the date fields empty. The resulting behaviour is:


- Start Date: no date entered, the students can commence the assessment item immediately
- Due Date: no date entered, the students can submit at any date in the future
- Post Date: no date entered, the students can view their mark when the matching Grade Centre column is set to "Show marks".


Optional Settings

- Click  (plus) button and open **Optional Settings**.




Setting	Recommendation	Comments
Enter special instructions	Click on the link below to submit your assignment.	Text box for adding instructions for students. Note: The text displayed is difficult to see (small font and grey) and it is recommend that you create an item with instructions for students regarding assignment submission and links to all relevant documents such as the assignment question and marking scheme (if it is not online).
Allow submissions after the due date?	Yes	This will cater for students with extensions or students who have difficulty submitting the assignment. All assignments are time/date stamped and late assignments are labelled late in the Assignment box.

 Close options

Enter special instructions 

Click on the link below to submit your assignment.

Allow submissions after the due date? 

☒ Yes

☐ No

Setting	Recommendation	Comments
Generate Originality Reports for submissions?	Yes	
Generate Originality Reports for student submissions	immediately (can overwrite reports until due date)	<p>immediately (first report is final) Originality Reports for all submissions will be generated immediately. Students cannot resubmit assignments. Submissions must be deleted by the instructor to enable resubmission.</p> <p>immediately (can overwrite reports until due date) Originality Reports for the initial submission by each student user to this assignment will be generated immediately. Students may resubmit as often as the student wishes until the assignment due date. Originality Reports for the second or subsequent submission will require a 24 hour delay before the Originality Report begins processing. Note: This option is considered best practice, with the Originality Report used as a tool to teach student how to properly acknowledge sources as well as highlighting possible plagiarism issues. Only the latest submission is available to the instructor or student. No resubmissions is available after the due date and time of the assignment.</p> <p>on due date Originality Reports will not be generated for any submission until the due date and time of the assignment. Students may resubmit as many times as needed until the due date and time without receiving reports. Resubmissions may not be made after the due date and time of the assignment.</p>
Exclude bibliographic materials from Similarity Index for all papers in this assignment?	Yes	<p>This option allows you to control whether bibliographical material will automatically be excluded from the Originality Reports.</p> <p>Note: Selecting No will increase the percentage match in the Originality Report.</p> <p>Bibliographic materials can also be included and excluded when viewing the Originality Report. This setting cannot be modified after the first assignment has been submitted.</p>

Setting	Recommendation	Comments
Exclude quoted materials from Similarity index for all papers in this assignment?	No	<p>This option will allow you to check quotations (with quotation marks) as their source will be highlighted.</p> <p>Note: Selecting No will increase the percentage match in the Originality Report.</p> <p>Quoted materials can also be included and excluded when viewing the Originality Report. This setting cannot be modified after the first assignment has been submitted.</p>
Exclude small matches?	No	<p>This setting allows you to automatically exclude small matches from all Originality Reports.</p> <p>It may be useful to turn this setting on in disciplines that have many common phrases such statistics.</p> <p>Small matches can also be included and excluded when viewing the Originality Report.</p>
Allow students to see Originality Reports?	Yes	<p>This setting gives you the option to control if students can view the Originality report.</p>

Originality Report

Generate Originality Reports for submissions? [?](#)

☒ Yes

☐ No

Generate Originality Reports for student submissions [?](#)

immediately (can overwrite reports until due date)

Exclude bibliographic materials from Similarity Index for all papers in this assignment? [?](#)

☐ Yes

☒ No

Exclude quoted materials from Similarity Index for all papers in this assignment? [?](#)

☐ Yes

☒ No

Exclude small matches? [?](#)

☐ Yes

☒ No

Allow students to see Originality Reports? [?](#)

☒ Yes

☐ No

Setting	Recommendation	Comments
Reveal grades to students only on post date?	Yes	<p>This setting allows you to determine when feedback and marks are revealed to students.</p> <p>Note: You set the post date when you started setting up the assignment (refer p2).</p> <p>Note: Students can also view their mark that is returned to Grade Centre through My Grade. You need to ensure the assignment column is also hidden to students in Grade Centre (refer <i>Show/Hide column to students</i> guide on the <i>Grade Centre</i> tool page).</p>
Submit papers to:	Standard paper repository	<p>Selecting this option means the assignment will be submitted to the Turnitin assignment bank.</p> <p>All assignments submitted to Turnitin, in any course anywhere in the world are compared to assignments in this bank.</p> <p>You may not wish to submit a papers to this bank if they are only a drafts (which will be submitted to another Turnitin assignment link in the future) or if you wish to submit a draft research paper.</p>
Search Options	Select all options	<p>This allows an instructor to disregard a source type if the comparison against this type of source is not needed.</p>

The screenshot shows the Turnitin assignment settings interface. Red circles and arrows highlight specific settings:

- Allow students to see Originality Reports?**: The "Yes" radio button is selected and circled in red. A red arrow points to the "No" radio button.
- Reveal grades to students only on post date?**: The "Yes" radio button is selected and circled in red. A red arrow points to the "No" radio button.
- Submit papers to:**: The dropdown menu is set to "standard paper repository" and is circled in red. A red arrow points to the dropdown arrow.
- Search options:**: Three checkboxes are all checked and circled in red: "Student paper repository", "Current and archived internet", and "Periodicals, journals, & publications". A red arrow points to the "Student paper repository" checkbox.

Attach a rubric

Turnitin rubrics are different to Blackboard rubrics. It is not possible to use a Blackboard rubric in Turnitin.

The availability of rubrics is based on who is logged on, not what Blackboard course the Turnitin is accessed from (refer to *Exporting a rubric* p53).

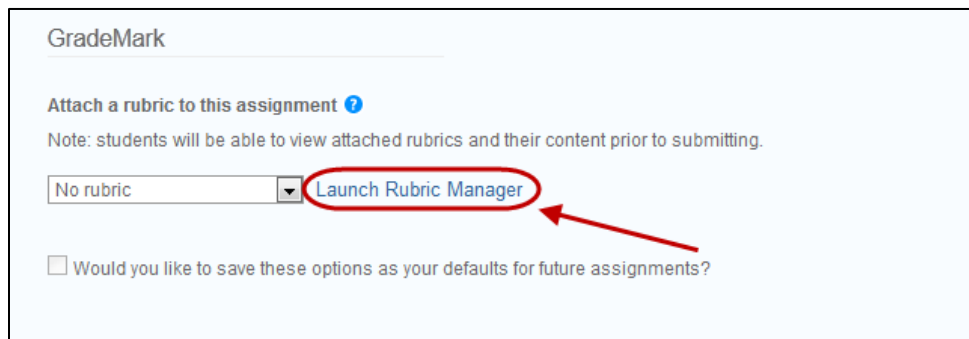
Example

Note: The below rubric is an example of how a rubric may be structured.

Settings	F - 1	P - 2	C - 3	D - 4	HD - 5
Abstract 10%	All major aspects missing.	Some major aspects missing.	One major aspect missing.	One minor aspect missing.	All major aspects presented.
Hypotheses 20%	Important experimental details missing.	Some important details missing.	Some minor details missing.	Most details covered.	All important details covered.
Results 30%	Misleading, confusing and or incorrect information.	Some misleading, confusing and or incorrect information.	Very good figures, graphs and/or tables.	Excellent figures, graphs and/or tables.	Outstanding figures, graphs and/or tables.
Conclusion 40%	No conclusion.	Conclusion contains little detail.	Very good conclusion.	Excellent conclusion.	Outstanding conclusion.

Adding a rubric

- Click on the Launch Rubric Manager link in Optional settings.




GradeMark

Attach a rubric to this assignment ?




Note: students will be able to view attached rubrics and their content prior to submitting.

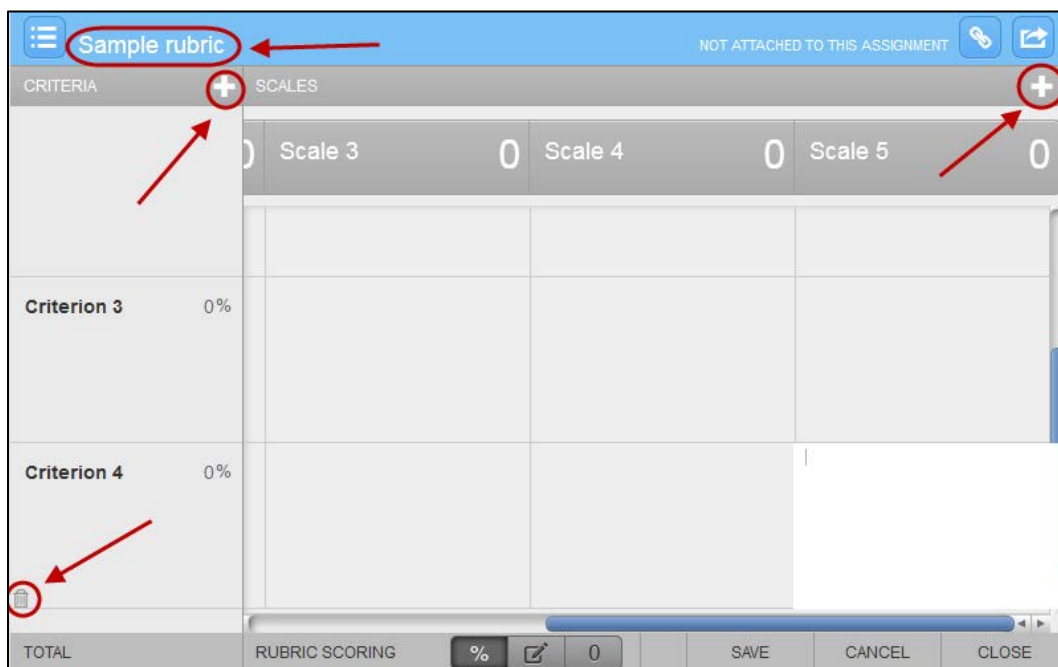
No rubric [Launch Rubric Manager](#)

☐ Would you like to save these options as your defaults for future assignments?

- Click on the  (menu) button.
- Select **Create new rubric** from the drop down list.



- Enter a name for the rubric.
- Click on the **Criteria**  (plus) icon to add additional criteria.
- Click on the **Scales**  (plus) icon to add levels of achievement (scales).
- To delete criteria or scales, hover over the area, click on the  (rubbish bin) icon.



- Click on each **Scale title**; enter a title for the level of achievement (i.e. Fail, Pass, Credit, Distinction, High Distinction).
- Click on each **Scale value**, enter the required number.
- Click on each **Criterion title**, enter the criteria title.
- If required, click under the criteria title and enter a description of the criteria.
- Click on the **Criterion weighting**, enter the required percentage.

Sample rubric NOT ATTACHED TO THIS ASSIGNMENT

CRITERIA		SCALES					
		Fail	1.00	Pass	2.00	Credit	3.00
Abstract	10%						
Hypotheses	20%						
Have you made a clear statement on what you are testing and how?							
Results	30%						
TOTAL	100%	RUBRIC SCORING % 0 SAVE CANCEL CLOSE					

- Enter an achievement description in each Criteria / Scale textbox.
- Click on the **SAVE** (SAVE) button.
- Click on the **CLOSE** (close) button.

Assignment 1 TEST1234

CRITERIA		SCALES					
		Fail	1.00	Pass	2.00	Credit	3.00
Results	60%	Misleading, confusing and/or incorrect information					
Conclusion	40%						
TOTAL	100%	RUBRIC SCORING % 0 SAVE CANCEL CLOSE					

- Select the required rubric from the **Rubric** drop down list.

GradeMark

Attach a rubric to this assignment ?

Note: students will be able to view attached rubrics and their content prior to submitting.

Testing rubrics ▼ Launch Rubric Manager

☐ Would you like to save these options as your defaults for future assignments?

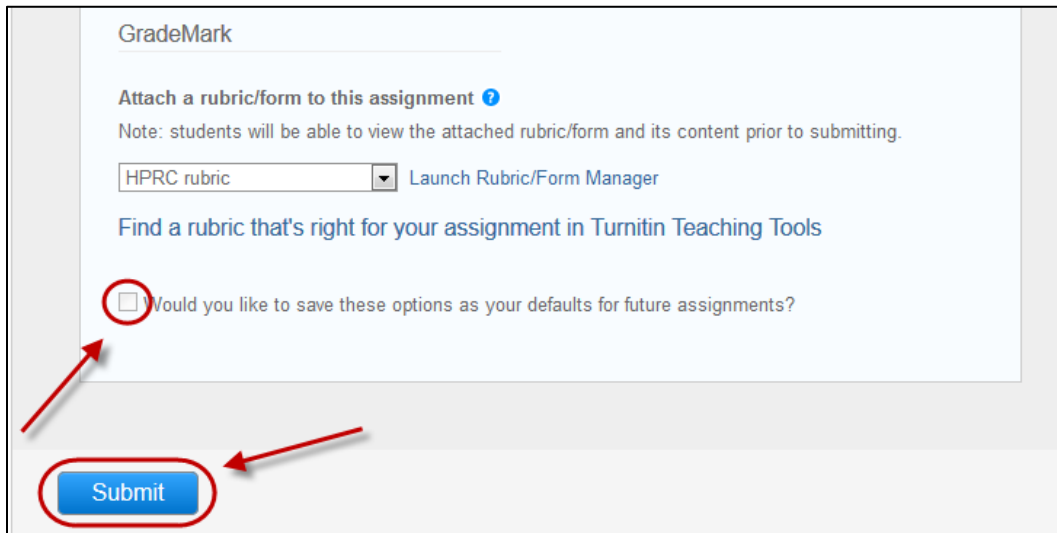
Note: Turnitin in rubrics are different to Blackboard rubrics. It is not possible to use a Blackboard rubric in Turnitin.

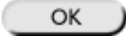
Note: The availability of rubrics is based on who is logged on, not what Blackboard course the Turnitin is accessed from. Your tutors will be able to use the rubric you attached for marking though it will not be available to them from the rubric list.

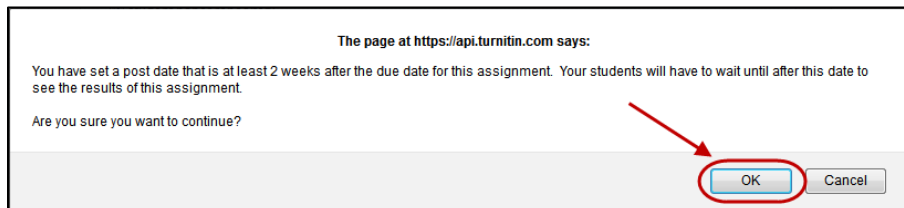
Submit the Turnitin assignment

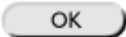
Setting	Recommendation	Comments
Would you like to save these options as your defaults for future assignments?	Yes	This allows you to save these settings as the default for all assignment you set up in Turnitin in the future.

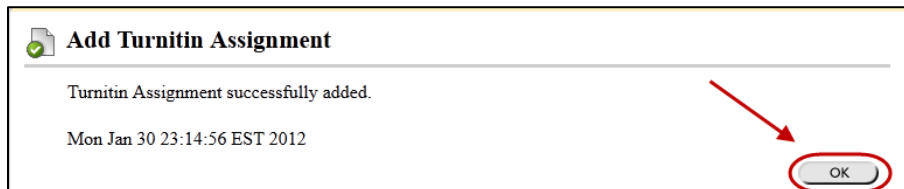
- Click on the  (Submit) button.

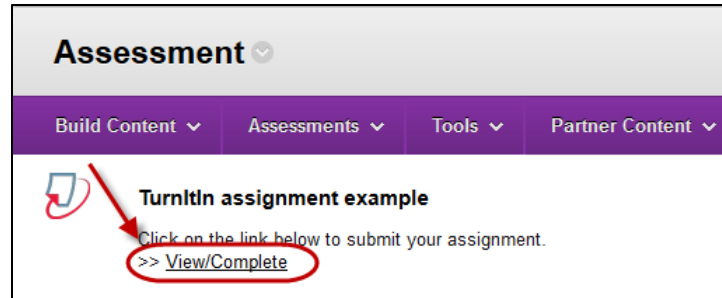


- Click the  (OK) button to close the warning about the post date.



- Click the  (OK) button to return to the Assessment page.

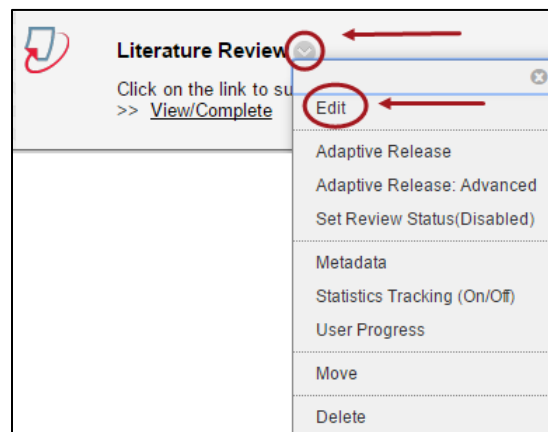




Note: Turnitin assignments only contain the list of students who were in your course when the assignment was created. If more students have enrolled after you create your assignment you will need to update the class list so those students can submit their assignments (refer *Roster Sync* guide).

Edit settings

- Click on the double arrows to the right of the assignment title.
- Select **Edit** from the drop down list.



Use of rubrics by other staff

Note: The availability of rubrics is based on who is logged on, not what Blackboard course the Turnitin is accessed from. To pass a rubric onto another staff member, you need to export the rubric and they will need to import it into Turnitin (when they are logged onto Blackboard).

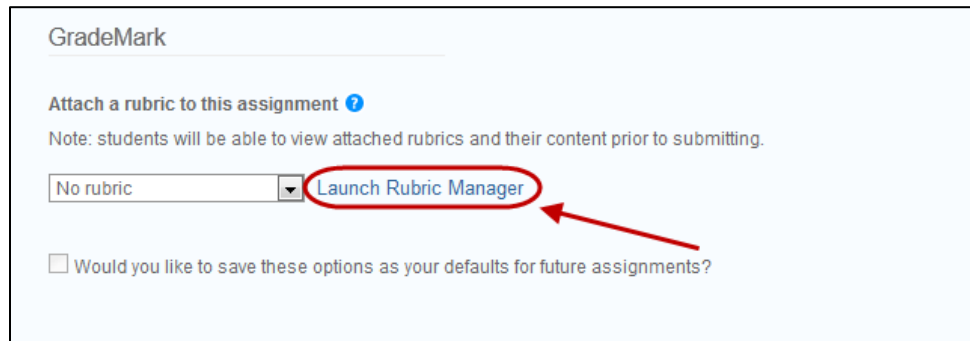
Export rubrics

- Edit the Turnitin assignment (refer to above instructions).
 - Click on the **Launch Rubric Manger** link in **Optional settings**.

Importing a rubric

Note: It is only possible to import rubrics that have been created in Turnitin (refer above to Exporting a rubric).

- Tutors will need to login to the course using their own login and password.
- Click on the Launch Rubric Manager link in Optional settings.






GradeMark

Attach a rubric to this assignment ?

Note: students will be able to view attached rubrics and their content prior to submitting.

No rubric ▼ [Launch Rubric Manager](#)


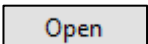

☐ Would you like to save these options as your defaults for future assignments?

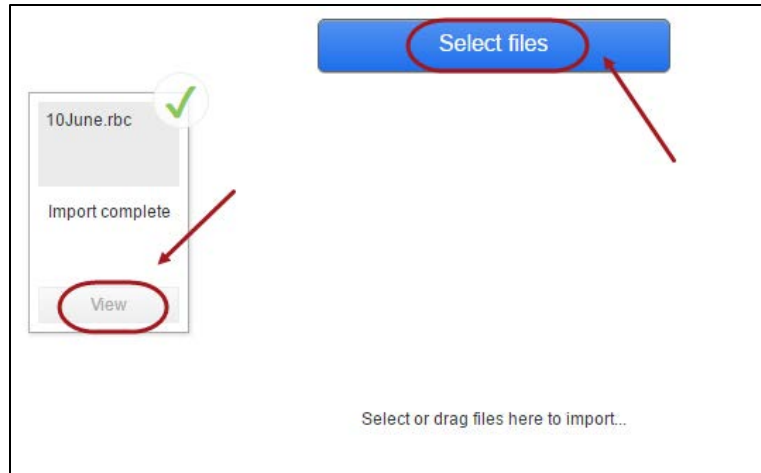
- Edit the Turnitin assignment (refer p17)
- Click on the  (Rubric) button in GradeMark.
- Click on the  (Rubric Manager) icon.
- Click on the  (Export/Import) button.
- Select **Import** from the drop down menu.




Enter rubric name here NOT ATTACHED TO THIS ASSIGNMENT

CRITERIA	+	SCALES
		Scale 1 0 Scale 2 0 Scale 3 0
Criterion 1	0%	

- Click on the  (Select files) button.
- Browse to and select the required zip file.
- Click on the  (Open) button.
- Click on the  (View) button to open the rubric.



- Click on the  (menu) button.
- Select imported rubric from the drop down list.

Student Submission View

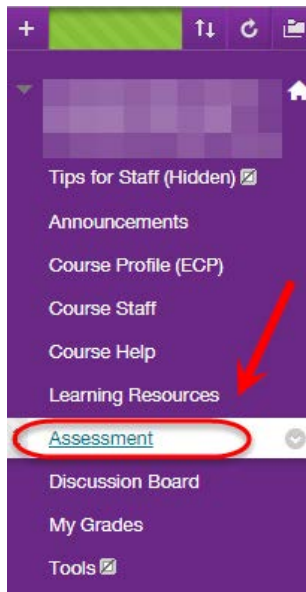
We recommend you go through the process of submitting as a student to understand what is seen from their point of view.

Creating a test assignment

- Open up a blank word document and copy from the internet into the document:
 1. A Wikipedia article
 2. An article from today's newspaper
 3. Text from a website of your choice
- Save this file somewhere on your computer


Submitting the test assignment


- Access your Learn.UQ course
- Go to the **Assessment** tab





- Click on the 'View/Complete' link under the assignment

Assessment

Build Content 

Assessments 

Tools 



Turnitin assignment example


Click on the link below to submit your assignment.
>> [View/Complete](#)

- Ensure the Author is set to **Non-enrolled student**
- Enter your **first name** and **last name**
- Add a **submission title**
- Click on the **Choose from this computer** button and navigate to the required file




Submit Turnitin Assignment



Submit: [Single File Upload](#) 

Author

Non-enrolled student 

First name

Jane

Last name

Doe

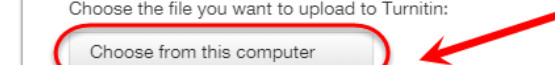
Submission title

Assignment 1

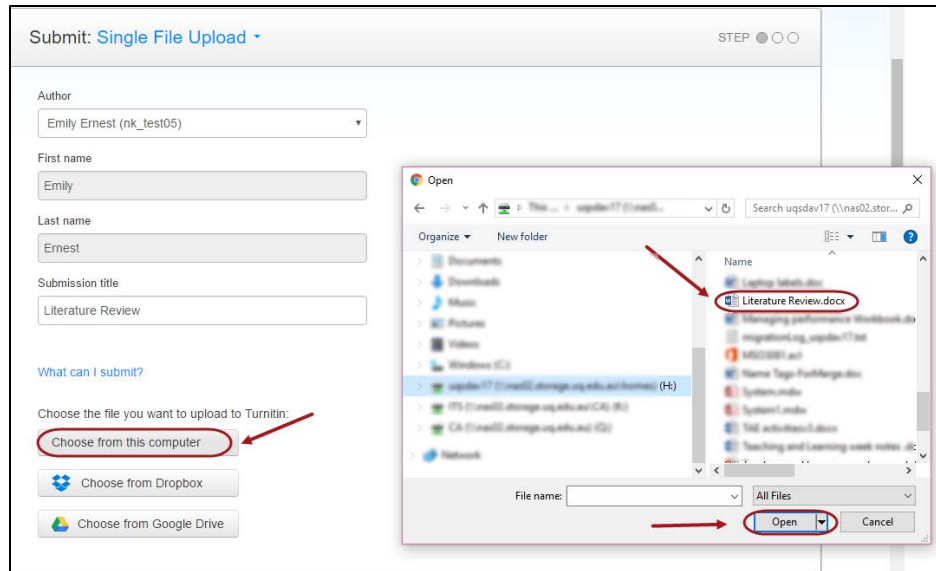
[What can I submit?](#)

Choose the file you want to upload to Turnitin:

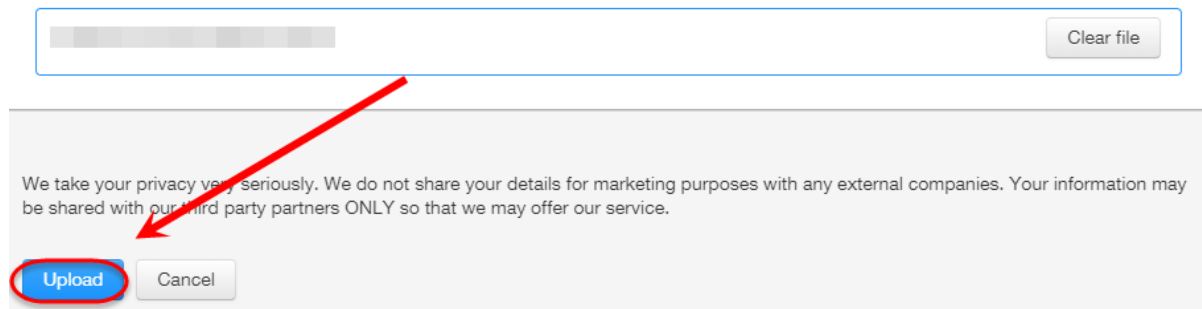
Choose from this computer



- Click the **Open** (Open) button.



- Once you have chosen the file, click on the **Upload** (Upload) button.



Note: First years in particular, will think they have submitted their assignment at this point, however there are more steps before the submission process is complete

Note: It is the student's responsibility to use the arrows to preview each page and ensure they have submitted the correct assignment.

- Once you have checked the preview and file information, click on the **Confirm** (Confirm) button.



Submit Turnitin Assignment

Please confirm that this is the file you would like to submit...

Author:

Jane Doe

Assignment title:

Turnitin assignment example

Submission title:

Assignment 1

File name:

File size:

31.99K

Page count:

1

Word count:

138

Character count:

790

«

Page 1

»

We take your privacy very seriously. We do not share your details for marketing purposes with any external companies. Your information may be shared with our third party partners ONLY so that we may offer our service.

Confirm

Cancel

- The students will receive a Congratulations message and should receive a **submission receipt** via email with their submission ID.



Submit Turnitin Assignment

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

Author:
Jane Doe

Assignment title:
Turnitin assignment example

Submission title:
Assignment 1

File name:

File size:
31.99K

Page count:
1

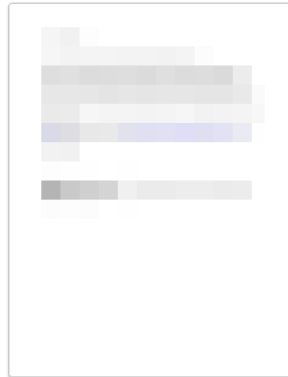
Word count:
138

Character count:
790

Submission date:
14-Sep-2018 10:36AM (UTC+1000)

Submission ID:
1001575140

« Page 1 »



Note: If students do not receive this email, their assignment was not submitted. If you are suspicious about a student's submission ID, log a job with help@learn.uq.edu.au

- Click on the [Go to assignment inbox](#) (Go to assignment inbox) to return to the list of assignments.

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

Author:
Emily Ernest

Assignment title:
Literature Review

Submission title:
Literature Review

File name:
Literature Review.docx

File size:
15.85K

Page count:
2

Word count:
379

Character count:
1889

Submission date:
14-Dec-2016 12:03 PM AEST

Submission ID:
689355729

[Go to assignment inbox](#)

[Submit another file](#)

« Page 1 »

Submission Details
After creating a series of values to demonstrate the use of the following tools, including and to:

- Document creation and editing
- Create a new document to demonstrate the use of the tools
- Document creation and editing

Submission Details
After creating a series of values to demonstrate the use of the following tools, including and to:

- Document creation and editing
- Create a new document to demonstrate the use of the tools
- Document creation and editing

Submission Details
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Submission Details
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- Document creation and editing
- Create a new document to demonstrate the use of the tools
- Document creation and editing

Submission Details
After creating a series of values to demonstrate the use of the following tools, including and to:

- Document creation and editing
- Create a new document to demonstrate the use of the tools
- Document creation and editing

Submission Details
After creating a series of values to demonstrate the use of the following tools, including and to:

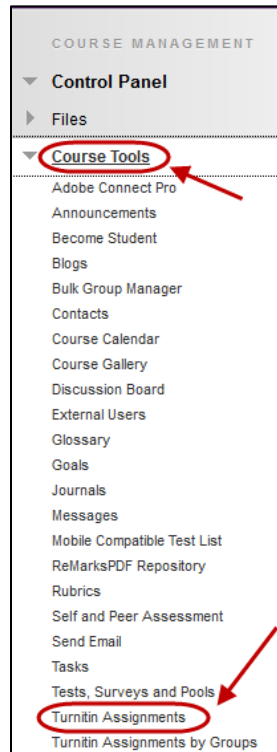
- Document creation and editing
- Create a new document to demonstrate the use of the tools
- Document creation and editing

IMPORTANT: If you mark a student assignment online using GradeMark, that was submitted by teaching staff, the mark will NOT be transferred to the Grade Centre in Blackboard (you have to enter it).

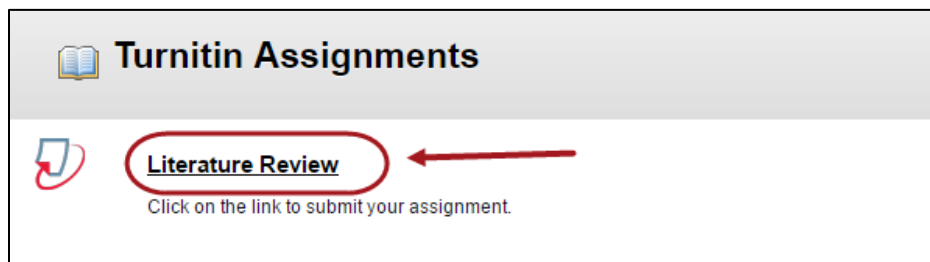
Assignment Inbox

Instructors can view the assignment submitted and their Originality Reports using the Turnitin Assignment Inbox.

- From **Control Panel** select from **Course Tools > Turnitin Assignments**.



- Click on the required assignment link.



- The Turnitin Assignment Box will display as shown.

turnitin

Messages (1 New) | English | Roadmap | Help

Assignment Inbox | Edit assignment | Libraries | Class Stats | Preferences

About this page

This is your assignment inbox. To view a paper, click the paper's title. To view an Originality Report, click the paper's Originality Report icon in the similarity column. A ghosted icon indicates that the Originality Report has not yet been generated.

Literature Review

INBOX | NOW VIEWING: NEW PAPERS

Submit export

GradeMark Report | Roster Sync | Edit assignment settings | Email non-submitters

	AUTHOR	TITLE	SIMILARITY	GRADE	RESPONSE	FILE	PAPER ID	DATE
<input type="checkbox"/>	Haley Hornet	Literature Review	100%		*		689356349	13-Jul-2016
<input type="checkbox"/>	Greg Geraldine	Literature Review	100%		*		689486779	14-Jul-2016

View

- Use the Viewing drop down menu to change which assignment are displayed.

Literature Review

INBOX | NOW VIEWING: NEW PAPERS

Submit export

☐ AUTHOR

☐ Haley Hornet

☐ Greg Geraldine

Literature Review

New papers

Viewed papers


Marked papers


All papers

Submitting multiple assignments

This function is useful if you need to upload assignment submission for the 'whole class' for some reason.

- Click on the **Submit** (Submit) button.
- Select **Multiple file upload** from the **Choose a paper submission method** drop down list.
- Click on the **Choose File** (Choose File) button.
- Navigate to and open the required file.
- Select the name of the required student from the **Student** drop down list.
- Repeat this process for all assignments you need to upload.

Submit Paper: **Multiple File Upload** 

STEP 


Requirements for uploading a file for multiple file upload:

- Each file must be less than 40 MB ([read suggestions](#) to meet requirements)
- The maximum paper length for each file is 400 pages
- All file types are allowed and can receive marks in GradeMark and PeerMark; however, only Microsoft Word, PowerPoint, WordPerfect, PostScript, PDF, HTML, RTF, OpenOffice (ODT), Hangul (HWP), Google Docs, and plain text files with at least 20 words of text will be eligible to receive Originality Reports


File Submission Preview *(editing fields is not required)*


Submit	File	Accepted?	Student	Last name	First name	Title
<input checked="" type="checkbox"/>	Literature_Review.docx	Yes	Non-enrolled student Non-enrolled student Stephanie David (nk_sdavid) Emily Ernest (nk_test05) Fred Franks (nk_test06) Greg Geraldine (nk_test07) Haley Hornet (nk_test08) Indy Illinois (nk_test09) Jacinta Jacobs (nk_test10) Kenny Kentucky (nk_test11)			

Choose File No file chosen Delete all

Upload All 

- Click on the **Upload All** (Upload All) button.

Submit Paper: **Multiple File Upload** 

STEP 


Requirements for uploading a file for multiple file upload:

- Each file must be less than 40 MB ([read suggestions](#) to meet requirements)
- The maximum paper length for each file is 400 pages
- All file types are allowed and can receive marks in GradeMark and PeerMark; however, only Microsoft Word, PowerPoint, WordPerfect, PostScript, PDF, HTML, RTF, OpenOffice (ODT), Hangul (HWP), Google Docs, and plain text files with at least 20 words of text will be eligible to receive Originality Reports

File Submission Preview *(editing fields is not required)*


Submit	File	Accepted?	Student	Last name	First name	Title
<input checked="" type="checkbox"/>	Literature_Review.docx	Yes	Emily Ernest (nk_test05)	Ernest	Emily	Literature Review
<input checked="" type="checkbox"/>	Literature_Review.docx	Yes	Fred Franks (nk_test06)	Franks	Fred	Literature Review

Choose File No file chosen Delete all





Upload All 

- Click on the **Submit** (Submit) button.
- The file will be available in the **Assignment Inbox**.

Literature Review

INBOX | NOW VIEWING: NEW PAPERS 

Submit **export** GradeMark Report | Roster Sync | Edit assignment settings | Email non-submitters

<input type="checkbox"/>	AUTHOR	TITLE	SIMILARITY	GRADE	RESPONSE	FILE	PAPER ID	DATE
<input type="checkbox"/>	Emily Ernest	Literature Review	---		*		689355729	14-Dec-2016
<input type="checkbox"/>	Fred Franks	Literature Review	---		*		689356040	14-Dec-2016

View a submitted assignment

- Click on the assignment name in the **Title** column to access the Feedback studio.

Literature Review
INBOX | NOW VIEWING: NEW PAPERS ▾

Submit export GradeMark Report | Roster Sync | Edit assignment settings | Email non-submitters

<input type="checkbox"/>	AUTHOR	TITLE	SIMILARITY ▾	GRADE	RESPONSE	FILE	PAPER ID	DATE
<input type="checkbox"/>	Haley Hornet	Literature Review	100% ■		*		689356349	13-Jul-2016
<input type="checkbox"/>	Greg Geraldine	Literature Review	100% ■		*		689486779	14-Jul-2016
<input type="checkbox"/>	Fred Franks	Literature Review	100% ■		*		689356040	14-Dec-2016
<input type="checkbox"/>	Stephanie David	Literature Review	100% ■		*		689486952	14-Jul-2016

View Originality Report

- Click on the link in the Similarity column.

Literature Review
INBOX | NOW VIEWING: NEW PAPERS ▾

Submit export GradeMark Report | Roster Sync | Edit assignment settings | Email non-submitters

<input type="checkbox"/>	AUTHOR	TITLE	SIMILARITY ▾	GRADE	RESPONSE	FILE	PAPER ID	DATE
<input type="checkbox"/>	Haley Hornet	Literature Review	100% ■		*		689356349	13-Jul-2016
<input type="checkbox"/>	Greg Geraldine	Literature Review	100% ■		*		689486779	14-Jul-2016

Download an individual assignment

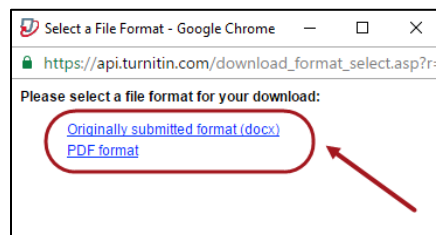
- Click on the file icon in the File column.

Literature Review
INBOX | NOW VIEWING: NEW PAPERS ▾

Submit export GradeMark Report | Roster Sync | Edit assignment settings | Email non-submitters

<input type="checkbox"/>	AUTHOR	TITLE	SIMILARITY ▾	GRADE	RESPONSE	FILE	PAPER ID	DATE
<input type="checkbox"/>	Haley Hornet	Literature Review	100% ■		*		689356349	13-Jul-2016
<input type="checkbox"/>	Greg Geraldine	Literature Review	100% ■		*		689486779	14-Jul-2016

- Click on the link of the required file format.



Downloading all assignments

You can download both the **Original file** (submitted assignments) and if you marked the assignments online using GradeMark the **GradeMark Paper** (marked assignments).

- Select the checkboxes of the required files.
- Click on the (Download) button and select **Original File**, **Original File as PDF** or **GradeMark paper**.

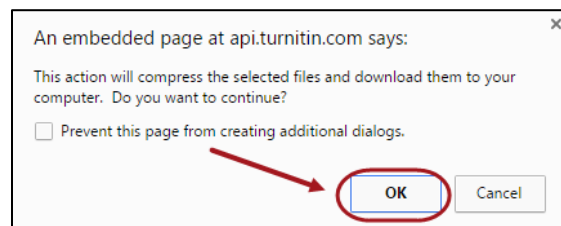
Literature Review
INBOX | NOW VIEWING: NEW PAPERS ▼

Submit export GradeMark Report | Roster Sync | Edit assignment settings | Email non-submitters

Notification: You have selected all files across all pages. [Select only papers on this page](#)

	AUTHOR	TITLE	SIMILARITY	GRADE	RESPONSE	FILE	PAPER ID	
<input checked="" type="checkbox"/>	Stephanie David	Literature Review	100%		*		68948	6
<input checked="" type="checkbox"/>	Fred Franks	Literature Review	100%		*		689356040	14-Dec-2016
<input checked="" type="checkbox"/>	Greg Geraldine	Literature Review	100%		*		689486779	14-Jul-2016
<input checked="" type="checkbox"/>	Haley Hornet	Literature Review	100%		*		689356349	13-Jul-2016

- Click the (OK) button.



Your files are being compressed. When compression is complete a zip file will be available for download in your Turnitin Messages tab.

- Click on the **Messages** tab.

turnitin

Messages (1 New) | English ▼ | Roadmap | ? Help

Assignment Inbox Edit assignment Libraries Class Stats Preferences

About this page
This is your assignment inbox. To view a paper, click the paper's title. To view an Originality Report, click the paper's Originality Report icon in the similarity column. A ghosted icon indicates that the Originality Report has not yet been generated.

Literature Review
INBOX | NOW VIEWING: NEW PAPERS ▼

Submit export GradeMark Report | Roster Sync | Edit assignment settings | Email non-submitters

	AUTHOR	TITLE	SIMILARITY	GRADE	RESPONSE	FILE	PAPER ID	DATE
<input type="checkbox"/>	Stephanie David	Literature Review	100%		*		689486952	14-Jul-2016
<input type="checkbox"/>	Fred Franks	Literature Review	100%		*		689356040	14-Dec-2016

- Click on the hyperlink under message.

PAGE:
Turnitin Messages and Announcements

Status	Type	Message	Date	Delete
New!	Bulk Download	Test Course for Stephanie David _31503_1 bulk Orig...	13-Dec-2016	

- Click on the hyperlink to download your zip file.

turnitin

Messages | English | Roadmap

Your bulk Original download zip file for Test Course for Stephanie David _31503_1 is now available.

Message Sent: 13-Dec-2016 from Turnitin

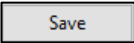
Bulk download compression details:

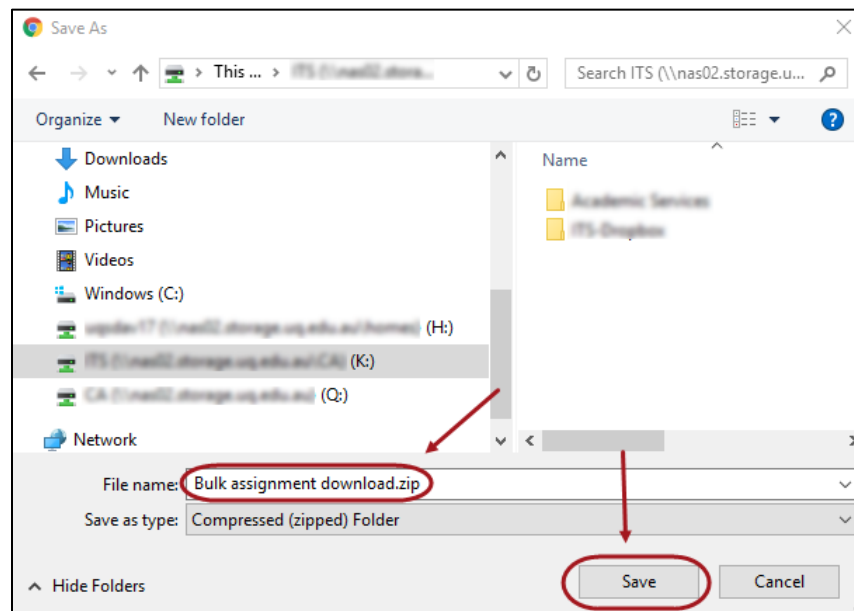
Requested on: 14-Dec-2016 3:25 PM AEST
Class: Test Course for Stephanie David _31503_1
Assignment: Literature Review

Your files are ready for download. Please click on the link(s) below to begin the zip file download:

http://api.turnitin.com/bulk_download.asp?p=1&u=411241

These files will be available for download until 21-Dec-2016 03:26PM.

- Click on the hyperlink to download your zip file and navigate to the required location.
- Click on the  (Save) button.



Interpret Originality Report

Introduction

A typical submission made to an assignment on Turnitin generates an Originality Report. The Originality Report is the result of pattern matching between the text of the submission against the search targets. The Originality Report is useful because it:

- Saves time in the investigation of the originality of student work
- Helps students to learn what is and is not valid and fair citing of others works
- Deters plagiarism before it happens
- Allows for efficient citation verification
- Provides documentation of any alleged plagiarism
- Provides resources to assist in teaching, research, and writing skills including proper citation

Indices

- blue - no matching text
- green - one word to 24% matching text
- yellow - 25-49% matching text
- orange - 50-74% matching text
- red - 75-100% matching text

Warning: The originality report and the percentage of matching text found by TII do not tell you whether a paper has been plagiarized or not. In depth examination of both the submitted paper and suspect sources (in accordance with the standards of the class and institution) are required for determining plagiarism (see examples below).

Report Sections

The Originality Report is separated into three main areas:

- document viewer frame - shows the Overall Similarity Index for the report and the title and author of the paper
- paper text - the submitted paper text in its original formatting. Matching text is highlighted in a colour that corresponds to the matching source listed on the right side of the Originality Report
- matching sources/sidebar - the list of matching sources for the highlighted areas of the paper text to the left. The sidebar also displays the Filter and Settings (exclusion options) and the Exclusion List

The screenshot displays the Turnitin Feedback Studio interface. At the top, the header includes the 'feedback studio' logo, the user 'Studious Student nc_student2', the document title 'Literature Review', and navigation controls showing '1/20' and '4 of 7'. The main content area on the left contains a 'Literature Review' document with several paragraphs of text. On the right, a vertical sidebar contains various icons for document management. A red circle highlights the number '61' in the sidebar, which represents the similarity score. A red arrow points from the text area to this score. The bottom status bar shows 'Page: 1 of 1', 'Word Count: 387', and a 'Return to Turnitin Classic' link.

The detail of the matching

DO NOT ASK: How much matching? Or what percentage of matches?

DO ASK: What **kind** of matching has been found?

Example 1

61% matching – need to look more closely at the text being matched.

feedback studio Studious Student nc_student2 Literature Review /20 4 of 7

Match Overview

61%

Rank	Source	Match Percentage
1	aso-resources.une.edu...	19%
2	handbook.uts.edu.au	12%
3	www.theflowerexpert.c...	8%
4	www.bravica.news	7%
5	Submitted to Timberlin...	7%
6	www.redorbit.com	4%
7	Submitted to Callaghan...	3%
8	Submitted to Kittatinny...	2%

Page: 1 of 1 Word Count: 387 Return to Turnitin Classic

- small or large matches, cut and pasted from internet/Wikipedia are not acceptable.

Example 2

33% matching. Is it okay?

Feedback Studio - Google Chrome

Secure | https://ev.turnitin.com/app/carta/en_us/?lang=en_us&session-id=00a5df893cd043df922ab9b0205d98c08&u=1029721252&s=1&o=755613809

feedback studio Studios Student nc_student2 | Literature Review | /20 | 4 of 7

Literature Review

1 In writing the literature is to convey to the reader have been established on a topic, and what their strengths and weaknesses are.

2 The literature review by a guiding concept (e.g. your research objective, the problem or issue you are discussing, or your argumentative thesis). It is not just a descriptive list of the material available, summary.

Fossils of woody magnolia- they did not realise it dated all the way back 93 million years are the first evidence of plant life. More recently, tiny herb-like

flower fossils dating back 120 million years have been uncovered by Paleobotanists have These plants were believed to have healing properties.

The film "Hidden Figures," based on the book by Margot Lee Shetterly, focuses on the stories of [Katherine Johnson](#) (left, after receiving the Medal of Freedom in 2015), [Mary Jackson](#) and [Dorothy Vaughan](#), African-American Charles Bolden says in a new video. "Embracing diversity and inclusion is how we as a nation will take the next giant leap in exploration."

1 Introduction Topic sentence that states the broad topic of your thesis Following sentence/s that state Body Divide your up your text into sections/topics as indicated in the last sentence of your introduction. Each paragraph will be a synthesis of the many texts that you have chosen for your literature review.

What is included/excluded (parameters) Final sentence/s that signals list of key topics that will be used to discuss the selected sources

This is what I think of some of the main concepts that are important.

women who were mandatory to the success of early spaceflight. Today, NASA embraces their legacy and strives to include everyone who wants to participate in its ongoing exploration. "Progress is driven by questioning our assumptions and cultural assumptions," NASA Administrator

"These results show that strong winds circle the planet, transporting clouds from the night side to the dayside," he said in a statement.

"The winds change speed dramatically, leading to huge cloud formations building up then dying away."

With its violent weather systems and unaccommodating temperatures, the planet is unlikely to be habitable.

Match Overview

33%

Match 1 of 2

1 [aso-resources.une.edu...](#) 19%
Internet Source

2 [Submitted to Colorado ...](#) 15%
Student Paper

Page: 1 of 1 | Word Count: 387 | [Return to Turnitin Classic](#)

(Lovelock, R. (2010), *iParadigms*: presentation to Indooroopilly High School, ALDIS Associates P/L Melbourne, Australia)

- Small matches using commonly used phrases are acceptable.
- Properly referenced quotes are acceptable.
- If much of document is bona fide quotes, this is poor writing but not plagiarism.

Example 3: Public Information

The screenshot displays the Turnitin Feedback Studio interface in Google Chrome. The browser address bar shows a secure connection to https://ev.turnitin.com/app/carta/en_us/?u=1029721252&s=3&o=755613809&lang=en_us&session-id=00a5df893cd043df922ab9b0205d98c0. The page title is "feedback studio Studios Student nc_student2" and the document is titled "Literature Review". The interface shows a student's work with various feedback annotations, including a "Match Overview" panel on the right indicating a 61% match. A pop-up window displays a snippet from handbook.uts.edu.au, which defines a literature review. The student's text includes a definition of a literature review and a paragraph about the FASS Study Guide. The match overview panel lists several sources, including "aso-resources.une.edu.au" (19%), "handbook.uts.edu.au" (12%), "www.theflowerexpert.c..." (8%), "www.bravica.news" (7%), "Submitted to Timberlin..." (7%), "www.redorbit.com" (4%), "Submitted to Callaghan..." (3%), and "Submitted to Kittatinny..." (2%).

Feedback Studio - Google Chrome

Secure | https://ev.turnitin.com/app/carta/en_us/?u=1029721252&s=3&o=755613809&lang=en_us&session-id=00a5df893cd043df922ab9b0205d98c0

feedback studio Studios Student nc_student2 | Literature Review | /20 | 4 of 7

Match Overview

61%

Match 1 of 1

aso-resources.une.edu... 19% >

handbook.uts.edu.au 12% >

www.theflowerexpert.c... 8% >

www.bravica.news 7% >

Submitted to Timberlin... 7% >

www.redorbit.com 4% >

Submitted to Callaghan... 3% >

Submitted to Kittatinny... 2% >

Page: 1 of 1 | Word Count: 387 | Return to Turnitin Classic

- public information – need to quote website e.g. <http://www.brisbane.qld.gov.au/>
- commonly used phrases, addresses, information all acceptable.

Marking Online

Submitted assignments

- Click on the icon in the **Grade** column of the required student. OR

WWI Origins Essay

INBOX | NOW VIEWING: NEW PAPERS ▾

submit paper export

GradeMark Report | Roster Sync | Edit assignment settings

	AUTHOR	TITLE	SIMILARITY	GRADE	RESPONSE	FILE	PAPER ID	DATE
<input type="checkbox"/>	(nc_student2), Studi...	WWI origins	99%		*		226464501	31-Jan-2012
<input type="checkbox"/>	(nc_student1), Study...	WWI essay	100%		*		226464012	31-Jan-2012

feedback studio

Stephanie David | Literature Review

/20 < 1 of 4 > ?

Active Layers

Grading

Similarity

95

Return to Turnitin Classic

Page: 1 of 2 Word Count: 647

Literature Review

I chose to critique articles that allow me to compare and contrast the implementation of two different active learning tasks. Lundenbury et al., (2011) used the interrupted case study format where the story is progressively disclosed to target misconceptions in Biology. Mollborn and Hoekstra (2010) investigated the use of inquiry- guided questioning to promote critical thinking in Sociology.

Approximately 77,000 individuals are arrested in the United States each year based primarily on eyewitness testimony (ref.). ... Given the pivotal role that eyewitness testimony plays in some trials, it is important to establish whether or not the jury's faith in this testimony is warranted. One study has shown that eyewitness errors are the most common cause of false convictions (ref.).

Almost all innocent individuals exonerated by DNA evidence had been convicted primarily as a result

Changing the size of the text


- Click on the zoom slider and drag until text is the required size.

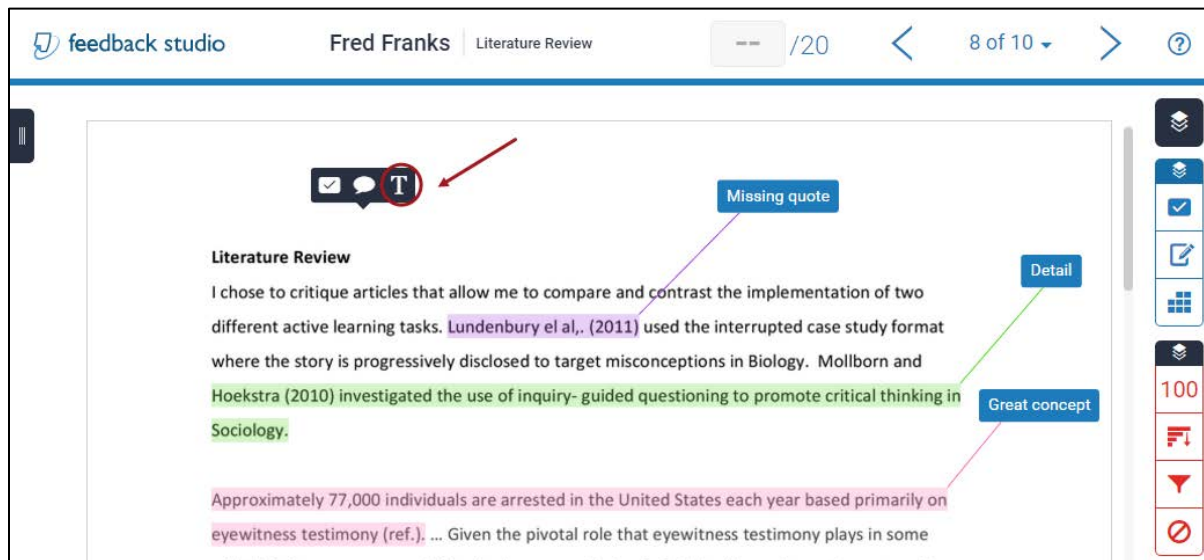
Navigating between student assignments

- Click on the ◀ (previous arrow) button and ▶ (next arrow) button to navigate between student assignments. OR
- Click on the **Paper** drop down list and select the required student.

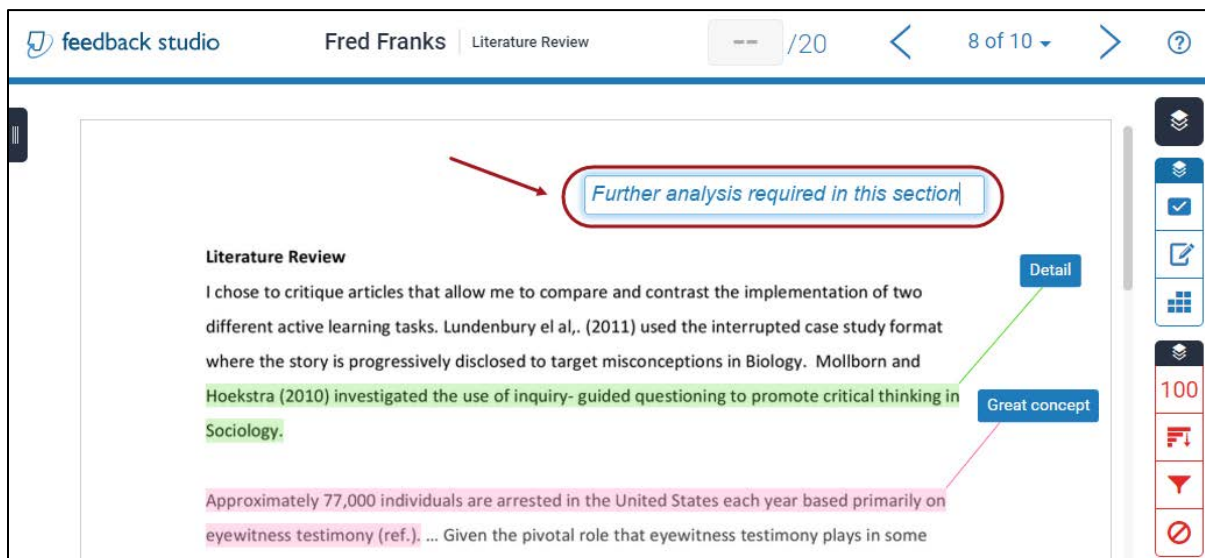
The screenshot displays the Turnitin Feedback Studio interface in a Google Chrome browser. The address bar shows the URL: https://ev.turnitin.com/app/carta/en_us/?s=3&u=1029721252&o=689356040&session-id=0d76165540157c38481a0a5a99afc496&lang=en_us. The page header includes the "feedback studio" logo, the student name "Stephanie David", and the assignment title "Literature Review". A score of "/20" is displayed next to the student name. A dropdown menu is open, showing a list of student assignments: "Stephanie David - Literature Review", "Fred Franks - Literature Review" (highlighted with a red circle), "Greg Geraldine - Literature Review", and "Haley Homet - Literature Review". A red arrow points to the "Fred Franks - Literature Review" option. The main content area shows a preview of the student's assignment, titled "Literature Review". The text in the preview reads: "I chose to critique articles that allow me to compare and contrast the implementation of two different active learning tasks. Lundenbury et al., (2011) used the interrupted case study format where the story is progressively disclosed to target misconceptions in Biology. Mollborn and Hoekstra (2010) investigated the use of inquiry- guided questioning to promote critical thinking in Sociology. Approximately 77,000 individuals are arrested in the United States each year based primarily on eyewitness testimony (ref.). ... Given the pivotal role that eyewitness testimony plays in some". The footer of the page indicates "Page: 1 of 2", "Word Count: 647", and a "Return to Turnitin Classic" link. A sidebar on the right contains a score of "95", a list of icons, and a search bar.

Text comments

- Click anywhere on the page and click on the  (Text comment) button.

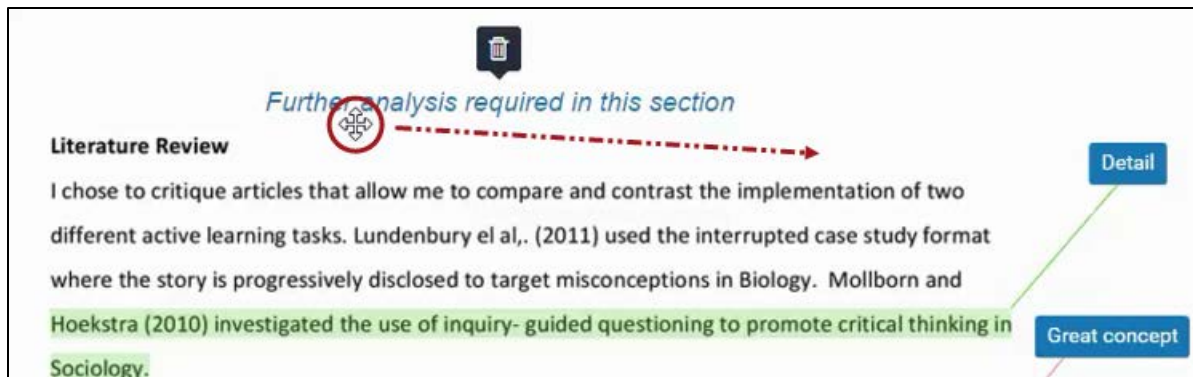


- Type your comment.



Moving text comments

- Mouse over the text comment and drag the comment to the required position.



Literature Review

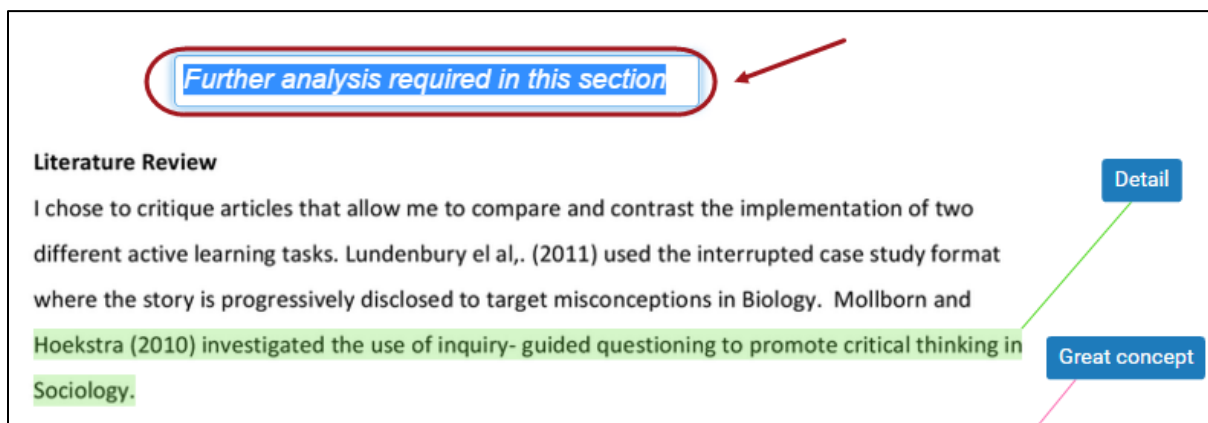
I chose to critique articles that allow me to compare and contrast the implementation of two different active learning tasks. Lundenbury et al., (2011) used the interrupted case study format where the story is progressively disclosed to target misconceptions in Biology. Mollborn and Hoekstra (2010) investigated the use of inquiry- guided questioning to promote critical thinking in Sociology.

Detail

Great concept

Editing text comments

- Click inside the textbox.
- Edit the comment as required.




Literature Review

I chose to critique articles that allow me to compare and contrast the implementation of two different active learning tasks. Lundenbury et al., (2011) used the interrupted case study format where the story is progressively disclosed to target misconceptions in Biology. Mollborn and Hoekstra (2010) investigated the use of inquiry- guided questioning to promote critical thinking in Sociology.

Detail


Great concept

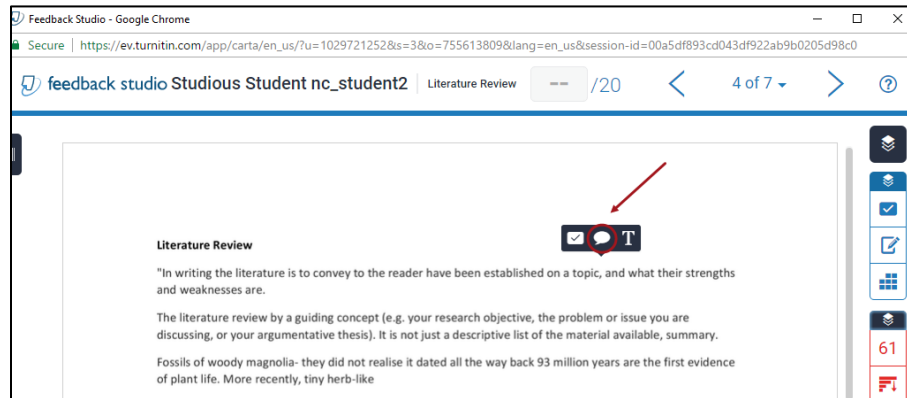
Deleting text comments

- Hover over the text comment.
- Click on the  (rubbish bin) icon.

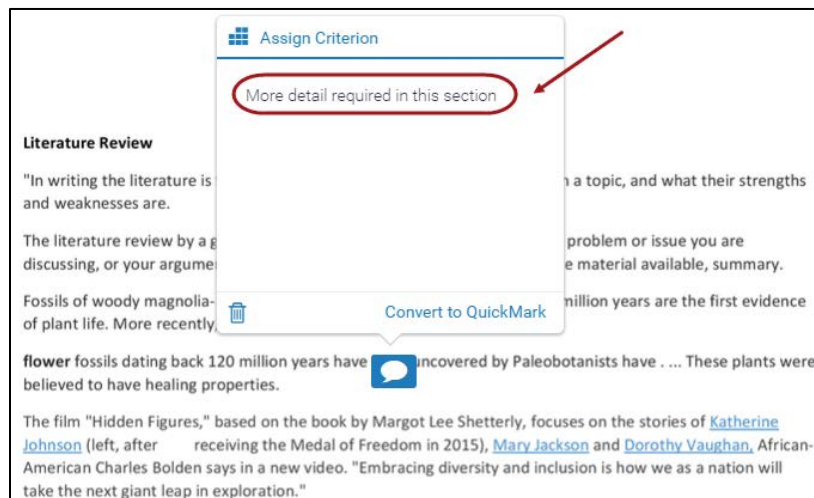
Note: The font, font colour and font size cannot be changed.


Bubble Comments

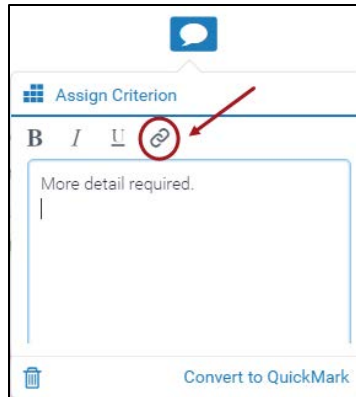
- Click on the student paper.
- Click on the  (Comment) button.



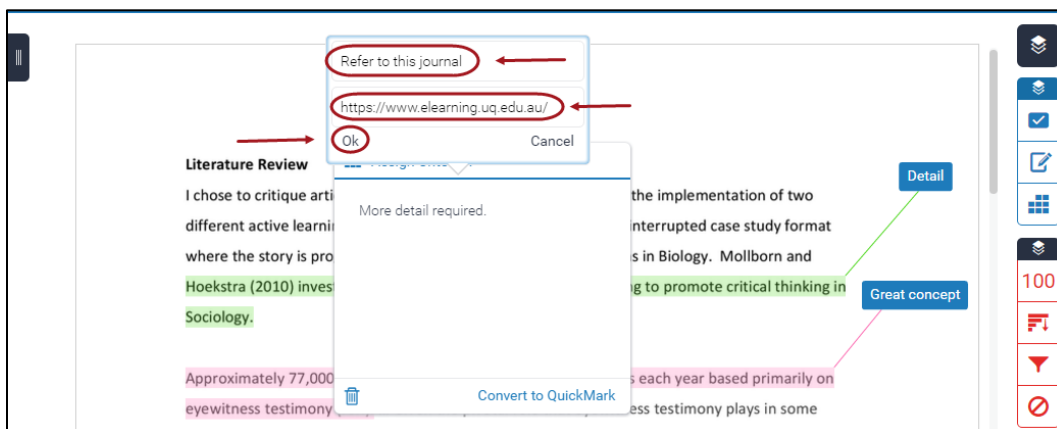
- Enter the required comment.
- Click out of the bubble comment anywhere on the paper and your comment will be saved.



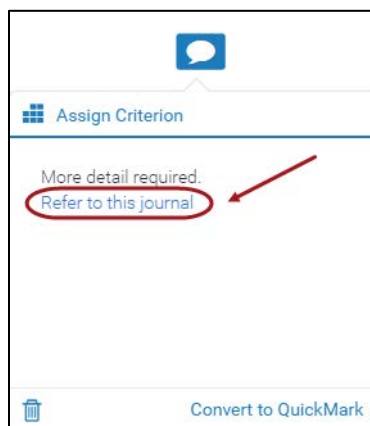
- Optionally, you can insert a link to your required comment.
- Click on the  (Insert a link) button.



- Put in the required **Link Text** and **Link URL**.
- Select the (Ok) button.




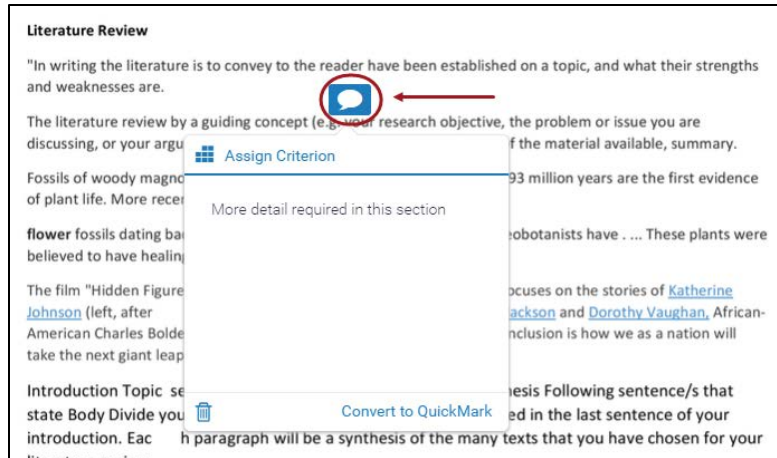
- They hyperlink is available in blue writing.



Note: To view your comment, the student hovers over the bubble icon.

Editing bubble comments

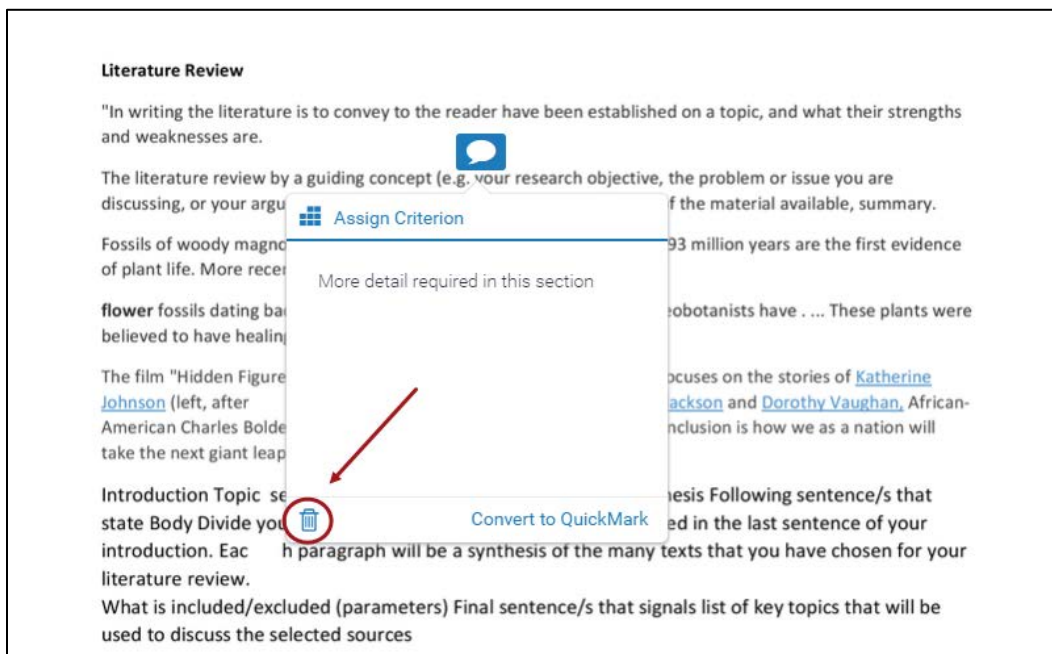
- Click on the  (bubble comment) to edit.



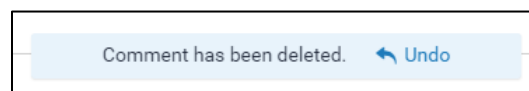
- Edit the comment as required.
- Click on the page to save the comment.

Deleting bubble comments


- Click on the required  (bubble comment).
- Click on the  (rubbish bin) icon.

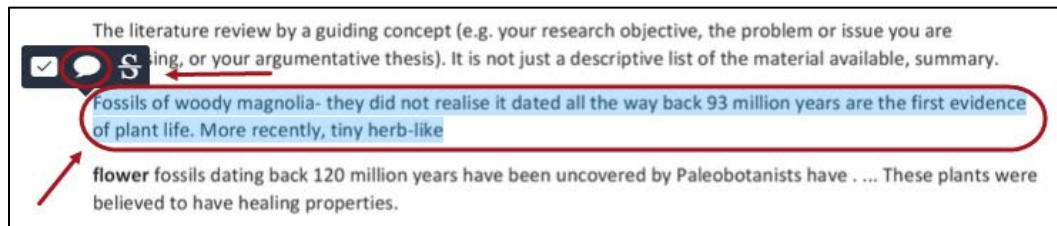


Note: You will get a confirmation that the comment has been deleted and will have to option to undo.

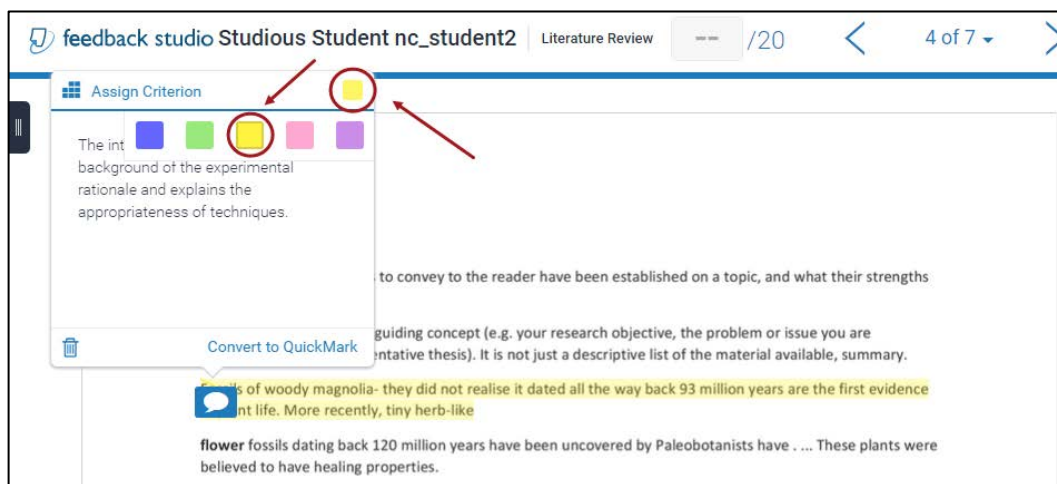


Linking bubble comments to highlighting

- Highlight the required text.
- Click on the  (bubble comment) icon.




- Enter the required comment.
- Select the required highlight colour by clicking on the highlighter box.

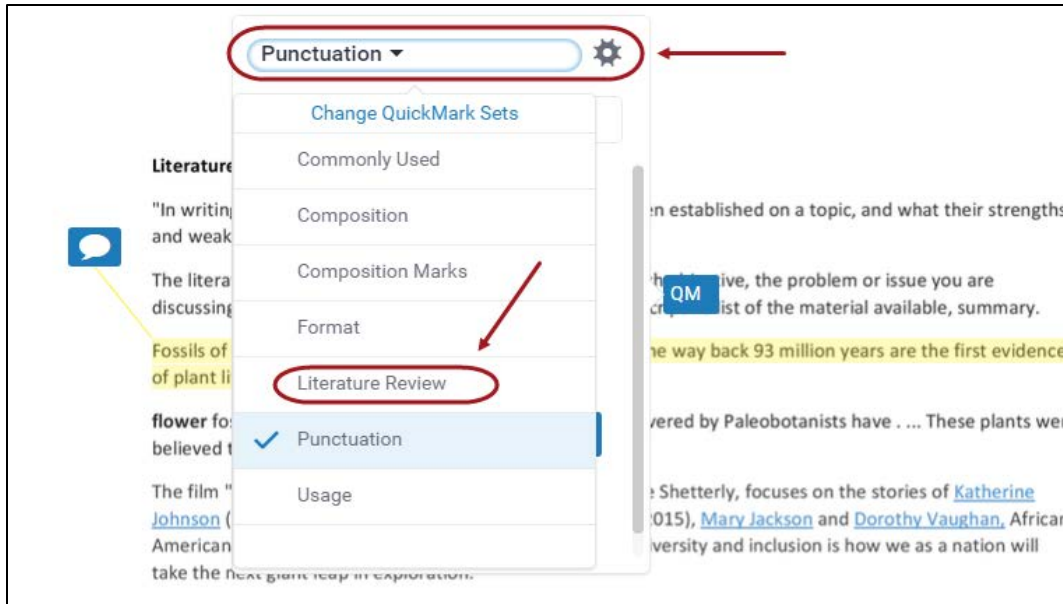


- Click on the page to save the comment.

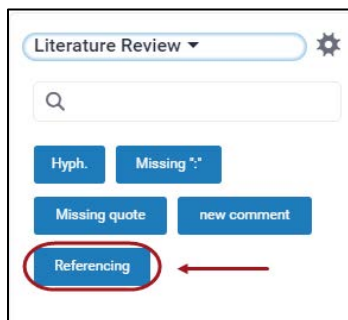
QuickMark comments

GradeMark has sets of standard comments with drag and drop functionality in student assignments.

- Click on the  (QuickMark) icon.
- Click on the drop down menu to select the required QuickMark set.

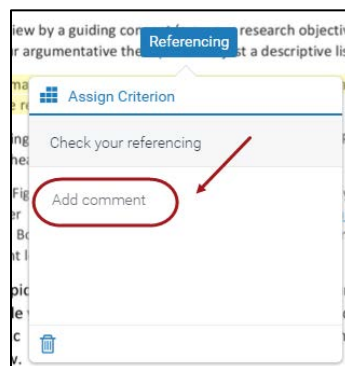


- Select the required comment, which will open on the student assignment.



- Click on the comment to view the comment and add any further comments if required.

Note: Any comments made in the Add comments field is used for student feedback for a particular assignment and the comment will not save to your QuickMark set.





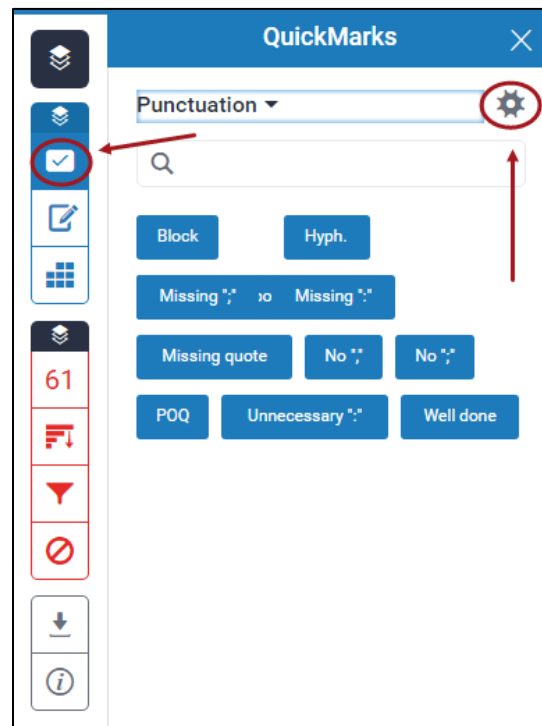
Create your own QuickMark comment set

You can create your own QuickMark comment set that will be available to you in all courses that you teach.

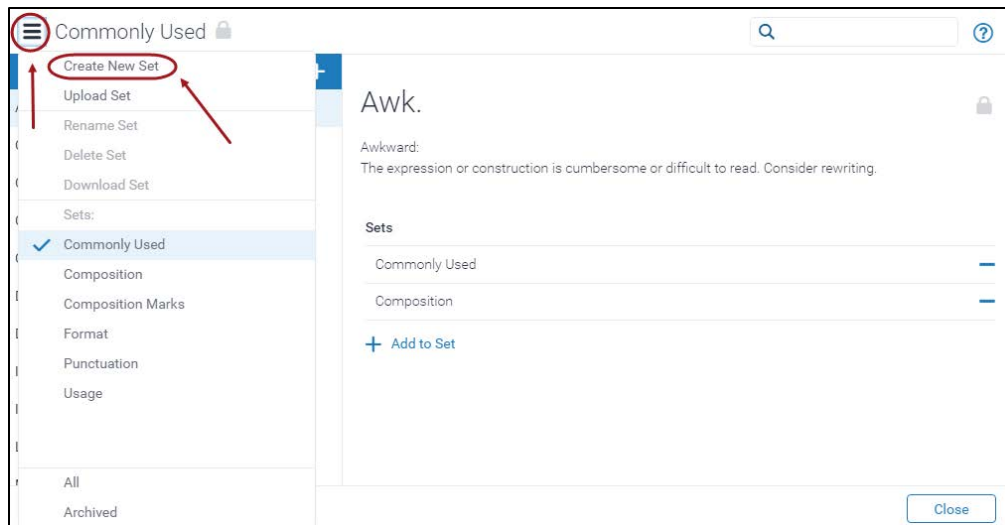
Note: The availability of QuickMark sets is based on who is logged on not what Blackboard course the Turnitin is accessed from (refer to *Exporting a QuickMark comment set*).

Create the set

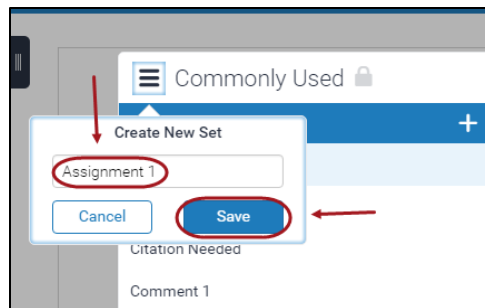
- Click on the  (QuickMark) icon.
- Select the  (Manage QuickMark) button.



- Click on the **Menu** drop down.
- Select **Create New Set**.

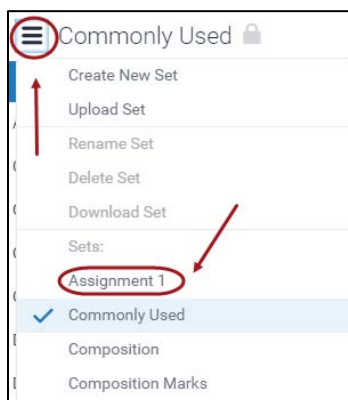


- Give you set a name and click the **Save** (Save) button.

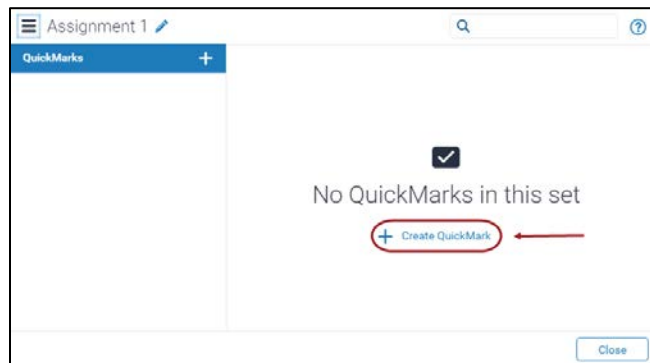


Add marks (comments)

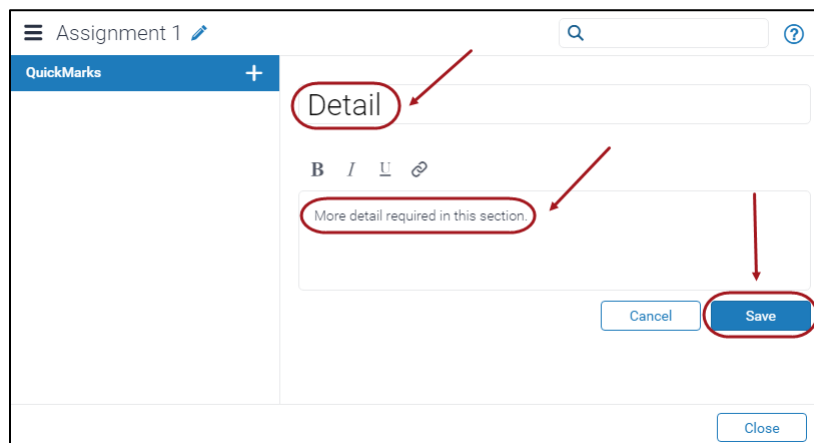
- Click on the Menu drop down and select the QuickMark created.



- Click on the  **Create QuickMark** (Create QuickMark) link.



- Enter a descriptive **Title** and add a **Description** for your comment in the textbox.
- Click on the  (Save) button.





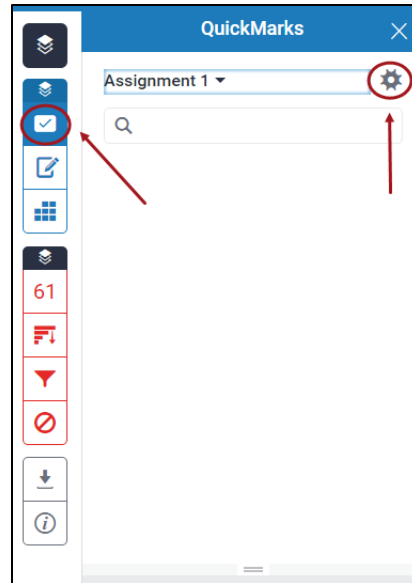
Adding comments from other QuickMark sets

You can copy some or all of the comments from one QuickMark set (including the standard built in QuickMark set) and add them to another QuickMark set.

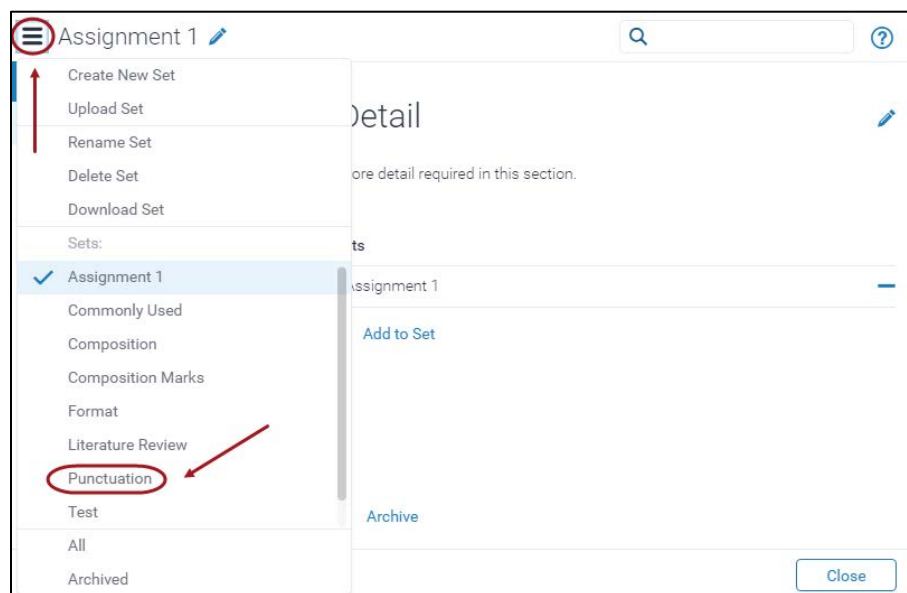
Tip: Combine all your favourite comments into the one set so you do not have to swap between QuickMark sets when marking.

Tip: Combine the QuickMark sets of all of your teaching staff.

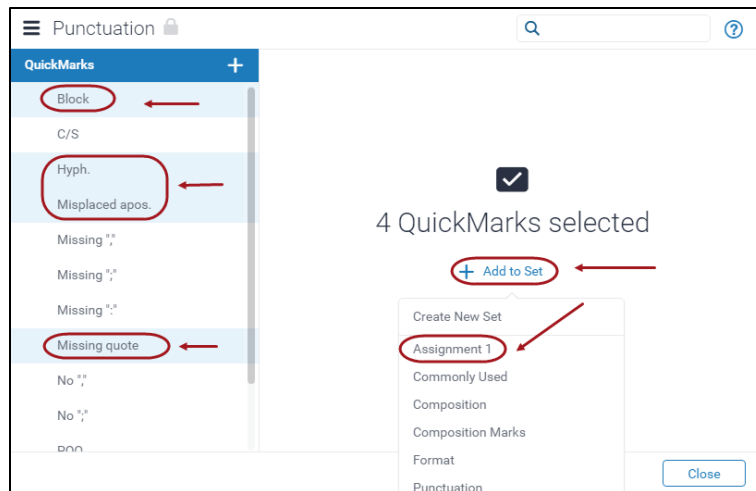
- Click on the  (QuickMark) icon.
- Click on the drop down and select the  (QuickMark Manager).



- Click on the page drop down and select the set you want to add comments from.




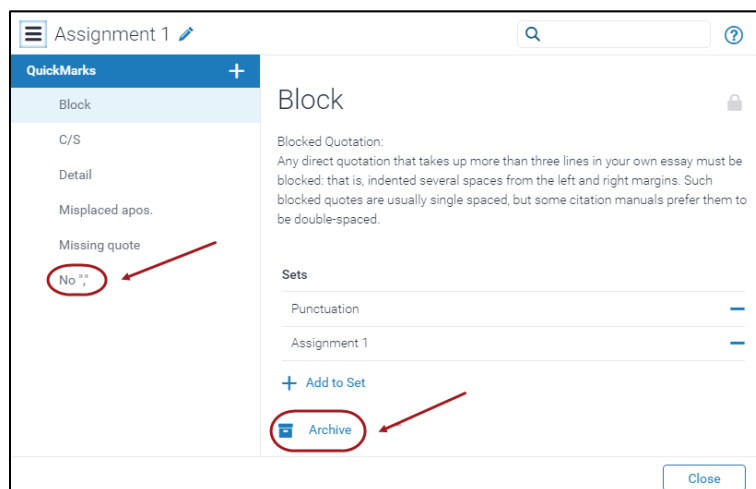
- Select the comments you wish to copy.
- Click on the + Add to Set (Add to set) button.
- Select the set you wish to add the QuickMarks to from the drop down list.



Deleting comments from QuickMark sets

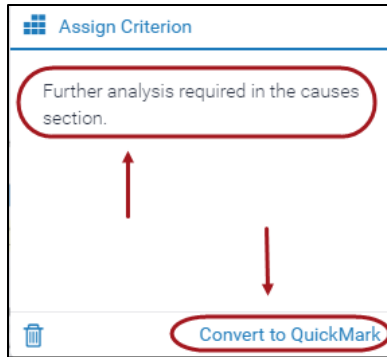
It is not possible to delete comments from the standard Turnitin QuickMark.


- Click on the set from which you want to delete the comment.
- Select the comment your wish to delete.
- Click on the  **Archive** (Archive) button.

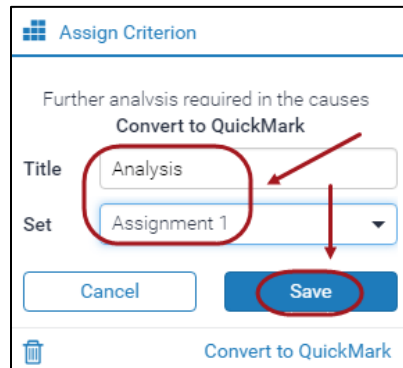


Adding bubble comments to QuickMark sets

- Create a bubble comment.
- Click on the Convert to **QuickMark** link.




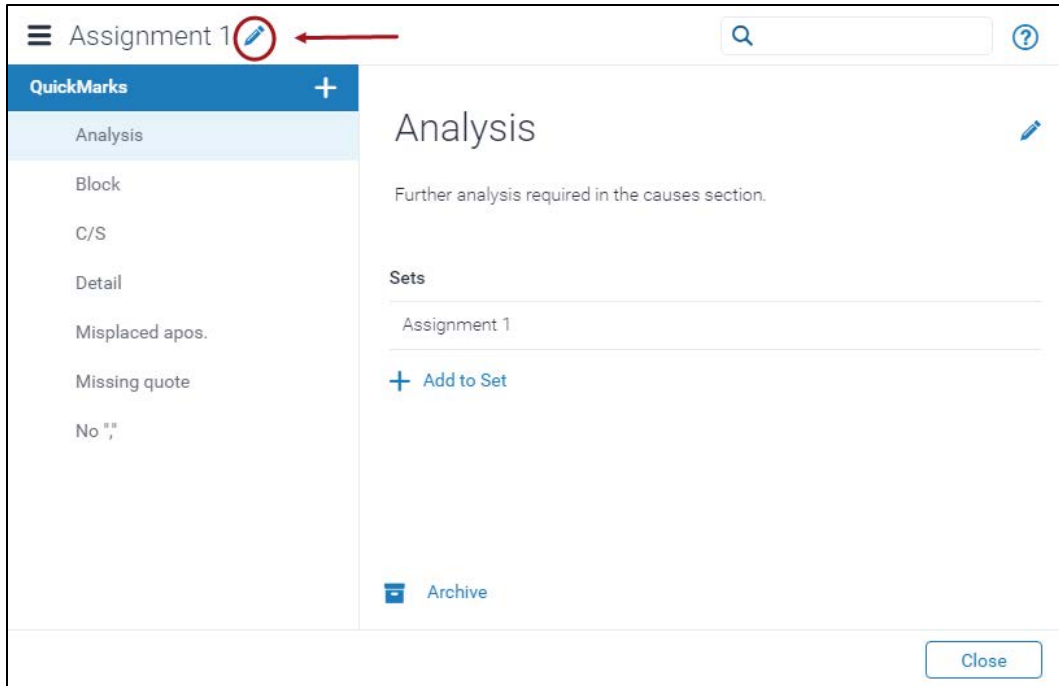
- Enter a descriptive title for the comment in the **Title** textbox.
- Select the set you wish to add the comment to, from the **Set** drop down list.
- Click on the  (Save) button.



Renaming QuickMark sets

It is not possible to rename the standard Turnitin QuickMark sets.

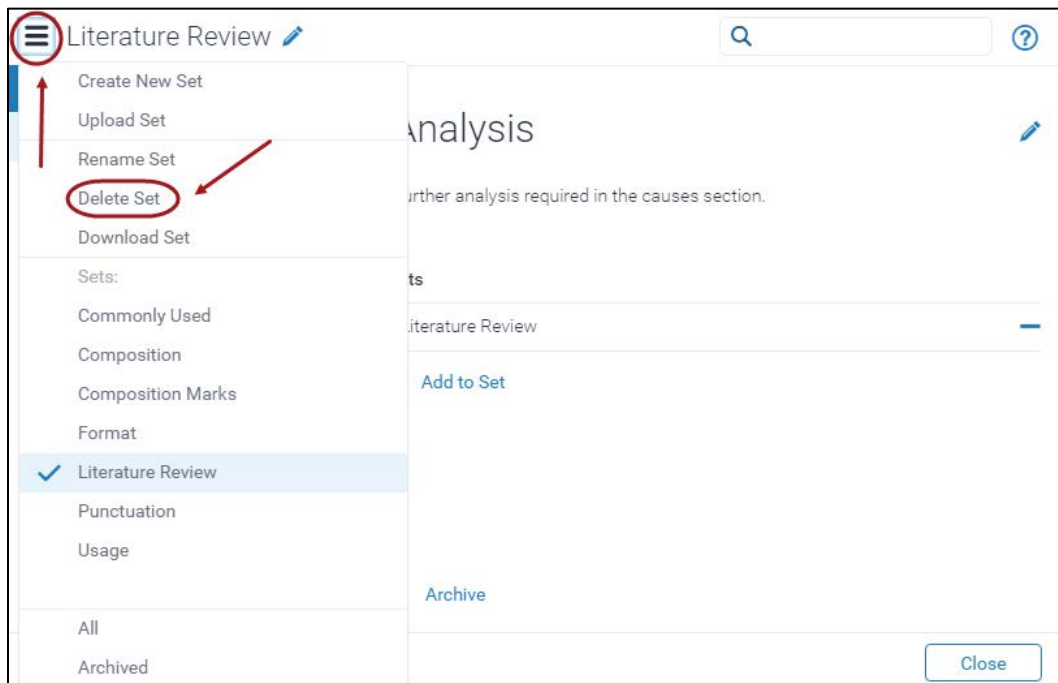
- Click on the required set in the Manage QuickMarks area.
- Click on the  (pencil) next to the set name.



- Enter the new name and click out of the box to save.

Deleting QuickMark sets

- Select the required set in the Manage QuickMarks area.
- Click on the **Delete Set** (Delete Set) button.

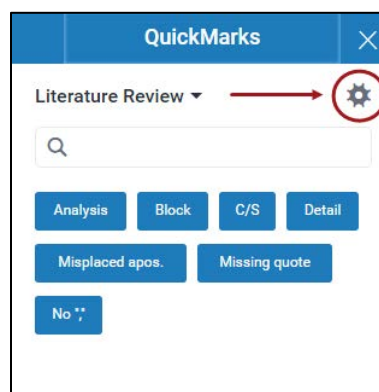


Downloading a QuickMark set

The availability of QuickMark set is based on who is logged on, not what Blackboard course the Turnitin is accessed from. To pass a QuickMark set on to another staff member (i.e. tutor for your course), you need to download the QuickMark set and they will need to upload it into Turnitin (when they are logged onto Blackboard).

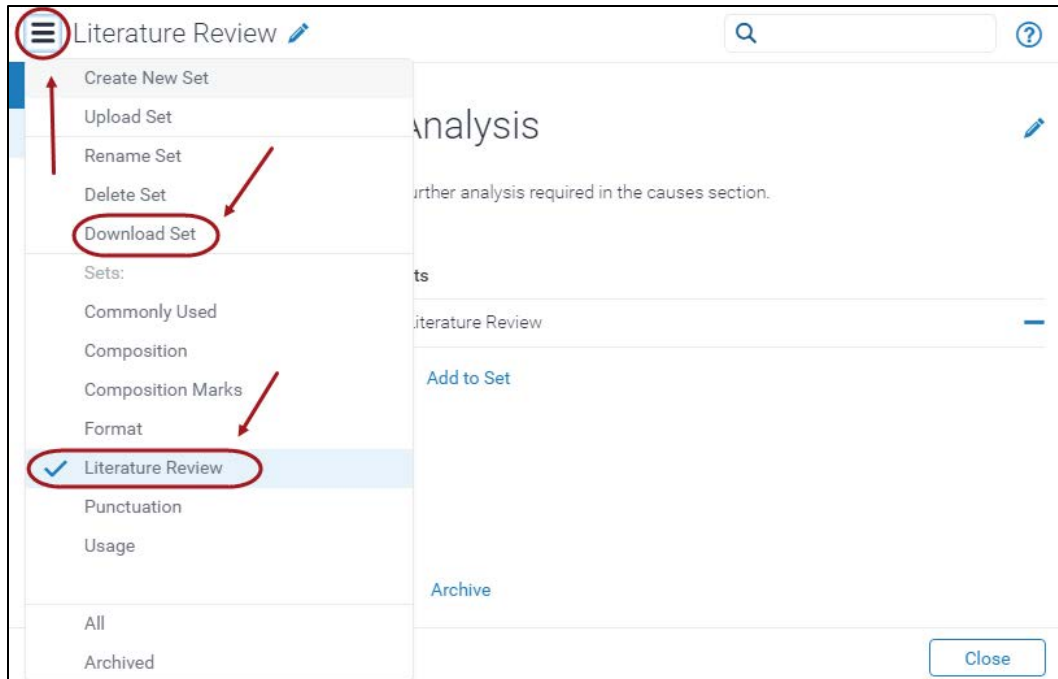
Tip: Combine the QuickMarks sets of all your teaching staff.

- Click on the  (Manage QuickMark) icon.

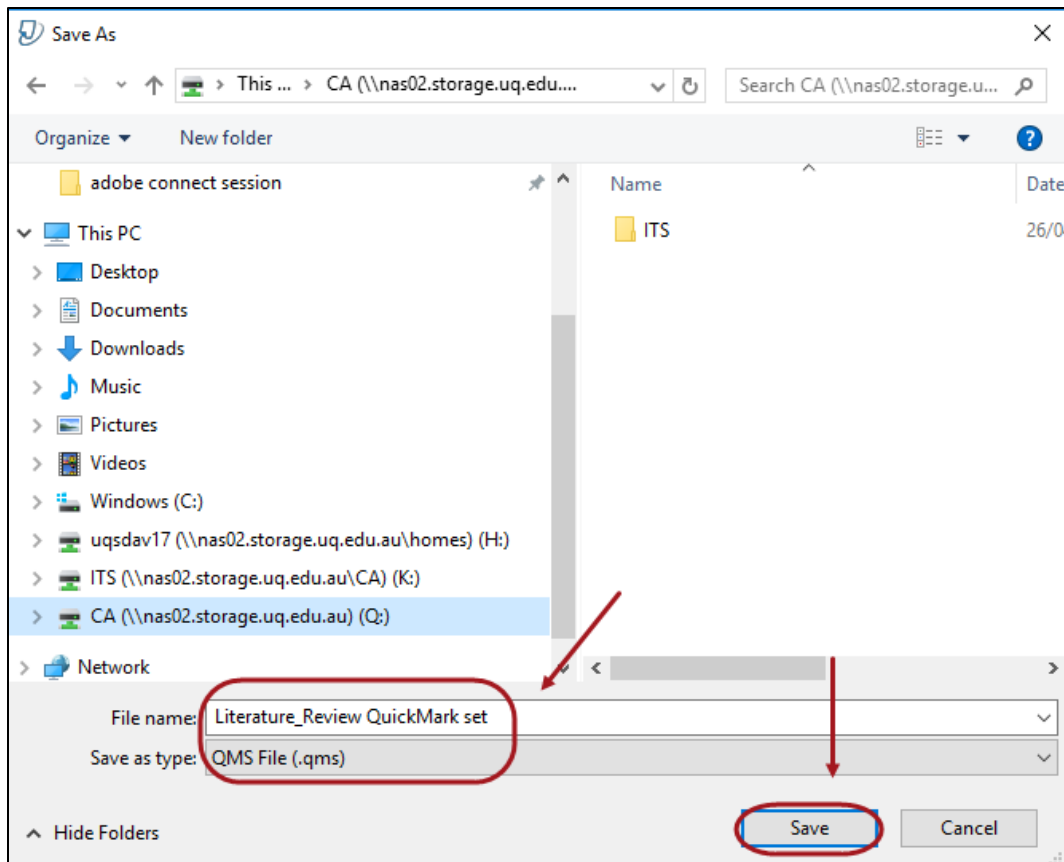


- Select required QuickMark set from the  (Menu).



- Click on the **Download Set** (Download Set) from the drop down menu.

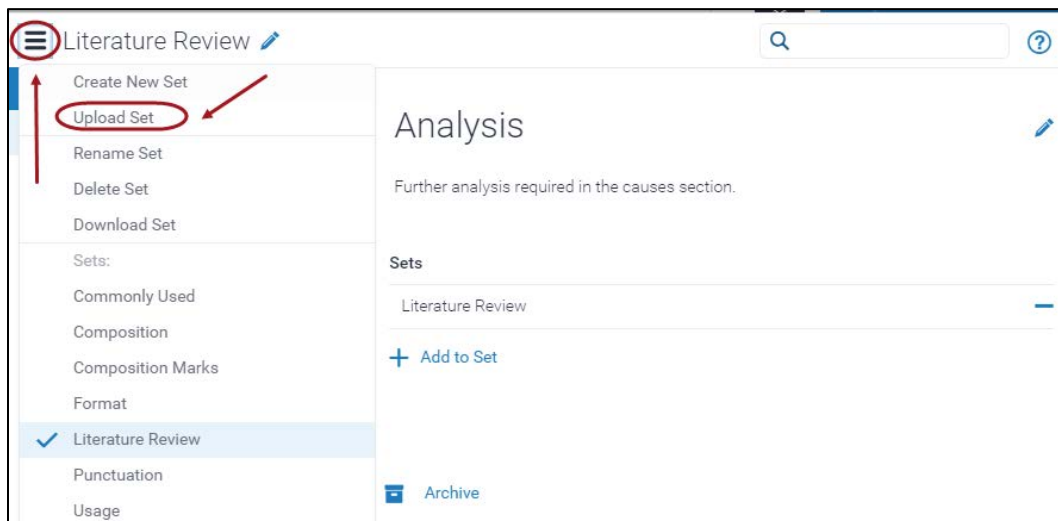


- Save the .qms file and you will be able to email it to other staff.
- Click on the **Save** (Save) button.

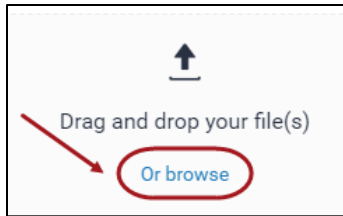


Uploading a QuickMark set

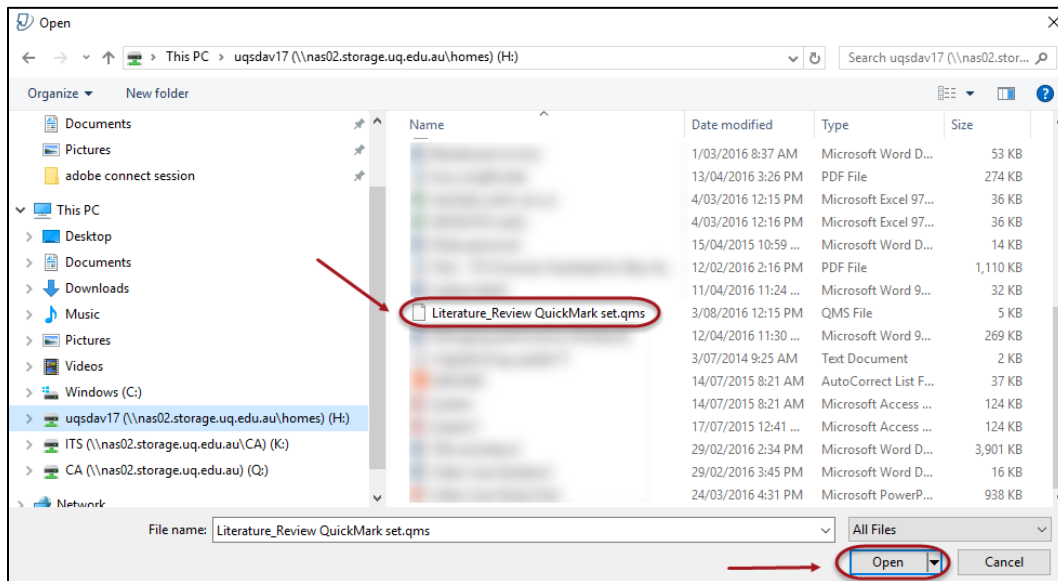
- Select required QuickMark set from the  (Menu).
- Select the  (Upload Set) from the drop down menu.



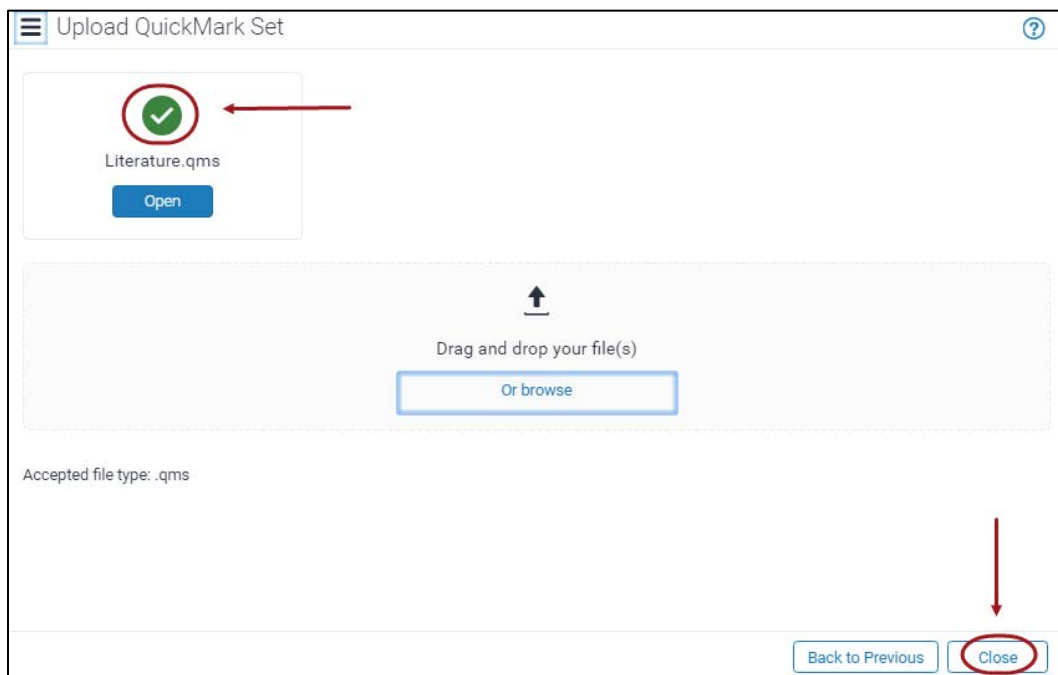
- Click the (Or browse) button or drag and drop your QuickMark set.



- Browse to and select the required **qms** file.
- Click on the **Open** (Open) button.




- You will get a tick if the upload was successful.
- Click on the **Close** (close) button.

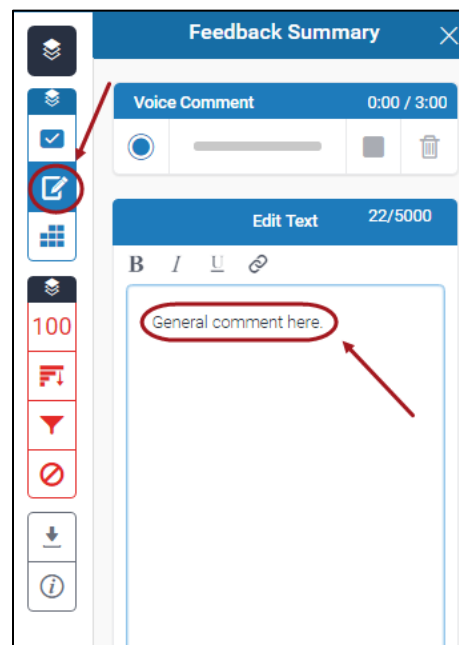


- Click on the Close (close) button.
- Your quick mark comment bank should now be available from the QuickMark drop down list

General comments



Add a general comment

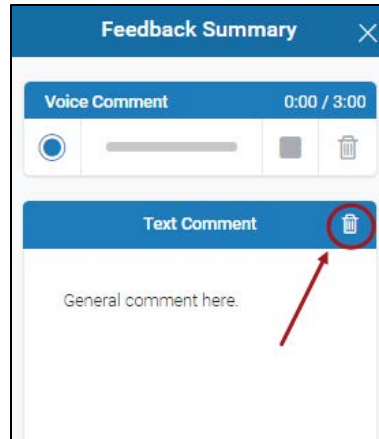
- Access the required student's assignment in the Feedback studio.
- Click on the  (Feedback Summary) icon.
- Enter your comments under the **Text Comment** area.



Note: To edit a general comment retype in the text box and when you click anywhere outside the textbox your changes will be saved automatically.


Delete a general comment

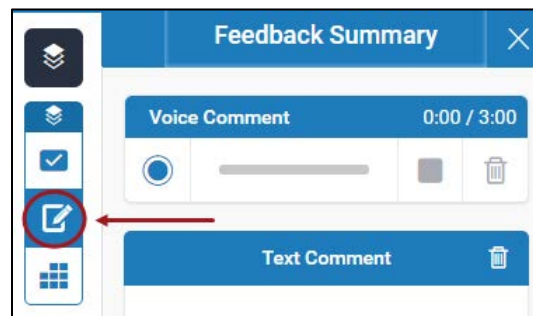
- Click on the  (Feedback Summary) icon.
- Click on the  (rubbish bin) icon.







Voice Comment

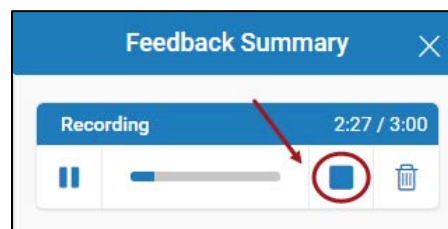
Note: You can create one voice comment with a maximum length of 3 minutes.



- Click on the  (Feedback Summary) button.





Recording

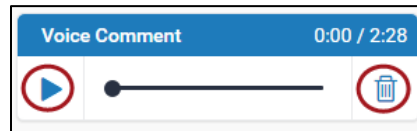
- Click on the  (Record) icon to start the recording.
- If you need to pause the recording, click on the  (pause) icon, click on the  (resume recording) icon to restart the recording.
- Click on the  (stop recording) icon to end the recording.





- Click on the  (Save recording) icon to save the recording. OR
- Click on the  (discard voice comment) icon to delete the recording.

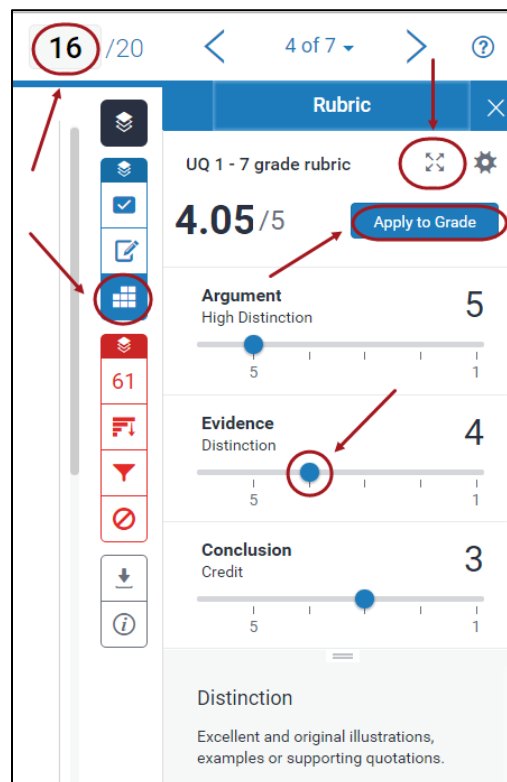
Replaying the recording

- Click on the  (Play recording) icon.
- Click on the  (Discard voice comment) icon to delete the recording.



Marking with a rubric

- Click on the  (Rubric/Form) button in the Feedback studio.
- Scroll on the required mark for each criteria.
- Alternatively, click on the  (four arrow) button to view the rubric in full size in a new window.
- Click on the **Apply to Grade** to convert the percentage to the final mark. This will be displayed in the top right corner of the page.



Note: When you hover over each criteria/mark the criteria description is shown in the bottom of the panel.

- Use the arrows in the top right of the page to navigate to the next student submission (refer [Access and navigate assignments](#) guide).



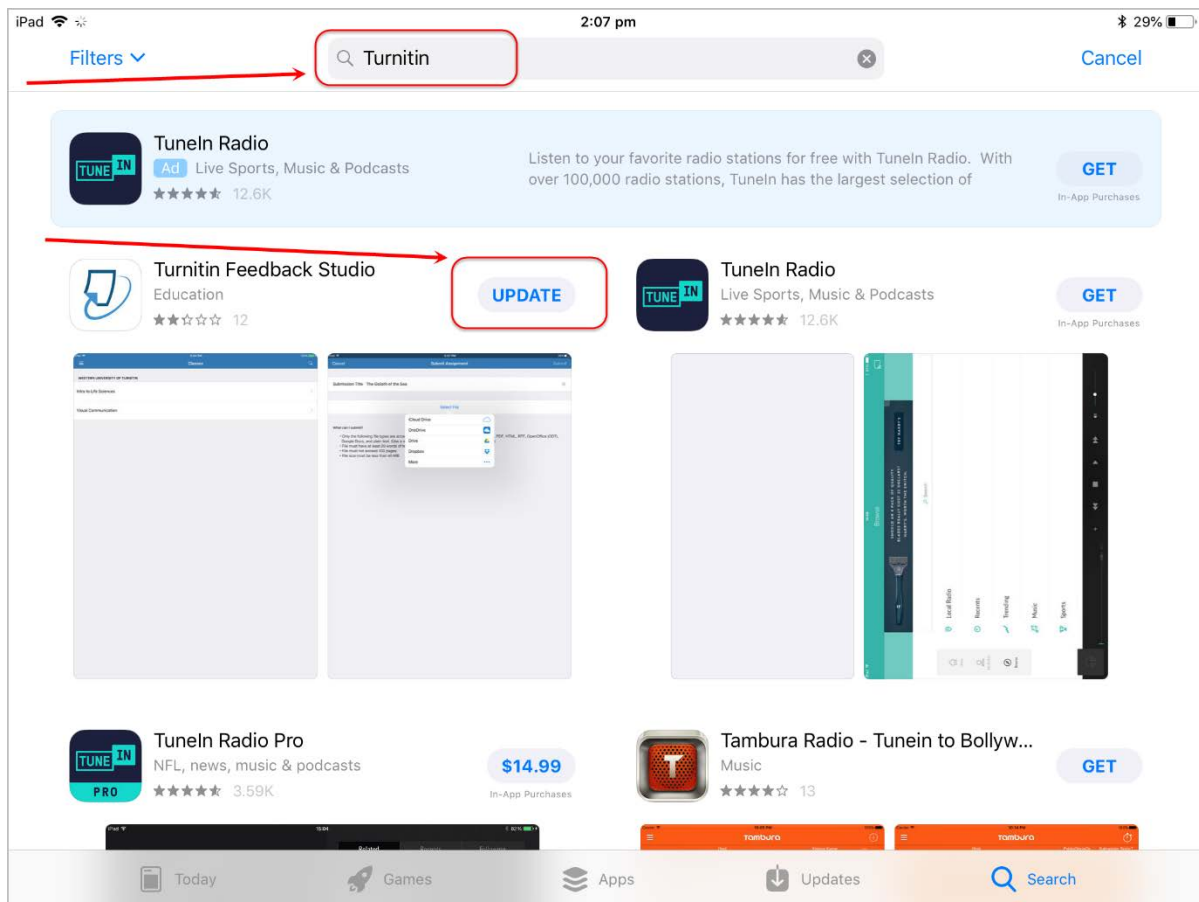
Access assignments on your iPad

Assignments can be accessed on your Turnitin iPad app by generating an access code in Turnitin (accessed through Blackboard) and entering it into the app.

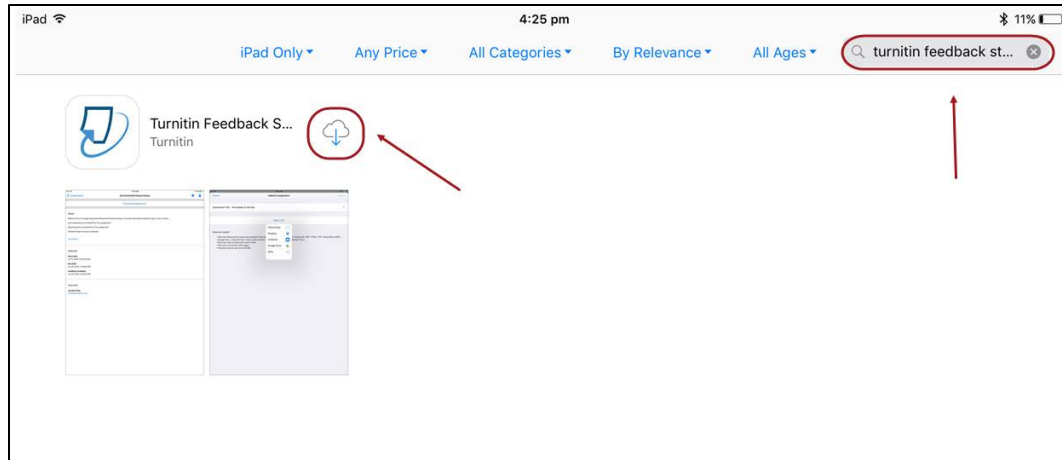
Note: The access codes are for one time use only. All markers will need to generate their own access code. If you log out or “unlink” iPad from Turnitin, you will need to generate a new access code for the class by repeating the steps below.

Download the iPad app

- Download the iPad app from the App Store.
- Search for the app by entering **Turnitin**.

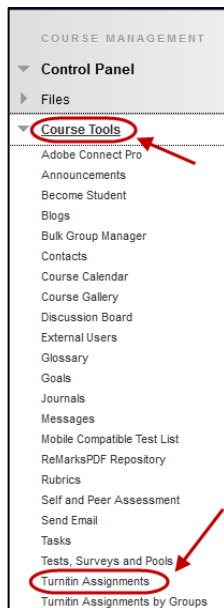


- Download the app **Turnitin Feedback Studio**.



Generate access code

- Login in to your Learn.UQ (Blackboard) course through a browser (iPad, PC or Mac).
- From **Control Panel** select from **Course Tools > Turnitin Assignments**.



- Click on the required assignment link.
- Click on the **Roster Sync** link to ensure the class list is up to date.
- Click on the **pencil** icon of any student.

turnitin

Messages (1 New) | English | Feedback | What's New | Help

Assignment Inbox | Edit assignment | Libraries | Class Stats | Preferences

About this page
This is your assignment inbox. To view a paper, click the paper's title. To view an Originality Report, click the paper's Originality Report icon in the report column. A ghosted icon indicates that the Originality Report has not yet been generated.

Assignment 1
INBOX | NOW VIEWING: NEW PAPERS ▾

Submit Paper | export | GradeMark Report | **Roster Sync** | Edit assignment settings

<input type="checkbox"/>	AUTHOR	TITLE	SIMILARITY	GRADE	RESPONSE	FILE	PAPER ID	DATE
<input type="checkbox"/>	Bobby Student	Assignment 1	99%		*		327258134	05-May-2013
<input type="checkbox"/>	Studious Student	Assignment 1	99%		*		327257540	05-May-2013
<input type="checkbox"/>	Study Student	Assignment 1	99%		*		327257139	05-May-2013
<input type="checkbox"/>	Bonnie Student	-- no submission --	--			--	--	Late

- Click on the **Submission Information** button
- Enter your UQ email into the **Email** and **Confirm Email** fields, then click on the **Email me** button.

Info

Submission Details

Submission ID: 982172713
 Submission Date: 13-Jul-2018 10:01AM (UTC+1000)
 Submission Count: 1
 Last Graded Date: 13-Jul-2018 10:03AM (UTC+1000)
 QuickMarks: N/A
 Comments: N/A
 File Name: Xylophone.docx
 File Extension: docx
 File Size: 26.68K
 Character Count: 4194
 Word Count: 868
 Page Count: 2

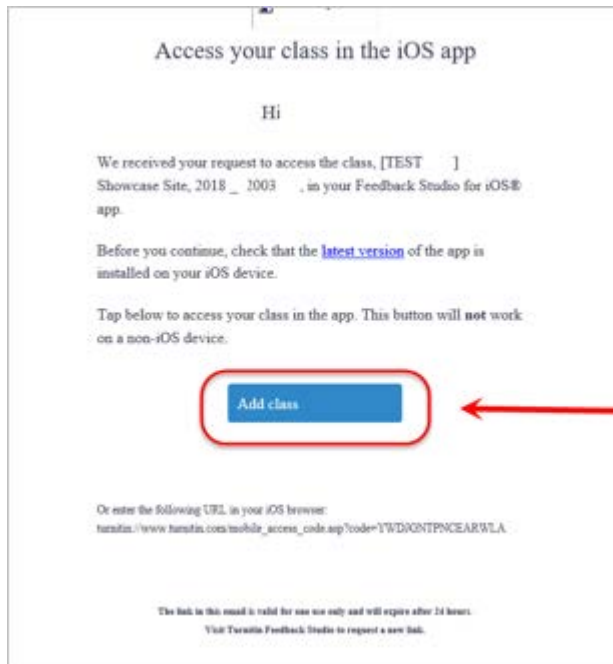
Feedback Studio for iOS®
 Receive a unique link to access this class in your Feedback Studio for iOS app. [Learn more](#)

Email

Confirm Email

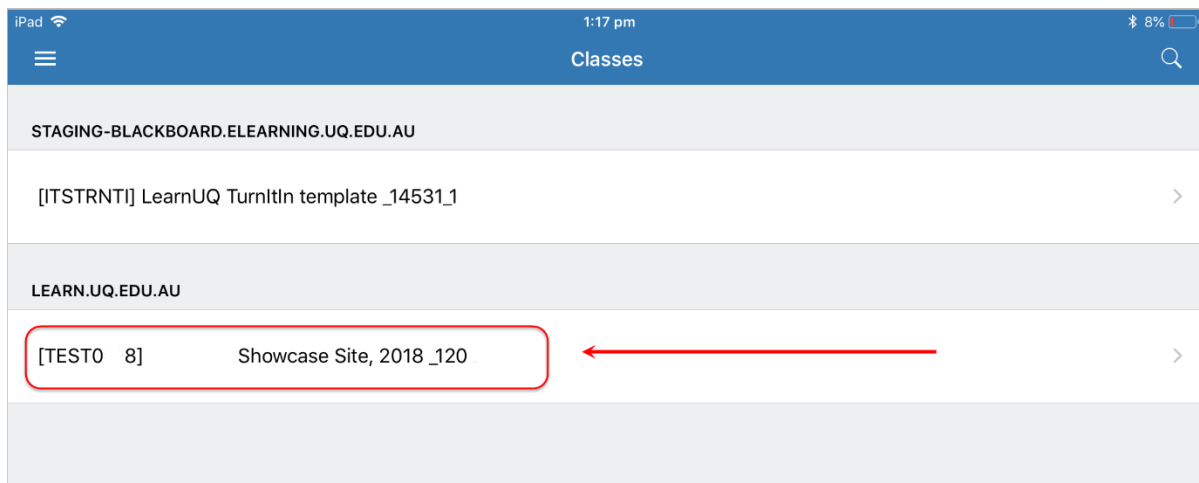
Email does not match

- Go to your email inbox and click on the link **Add class** button. It will redirect you to the Turnitin app.



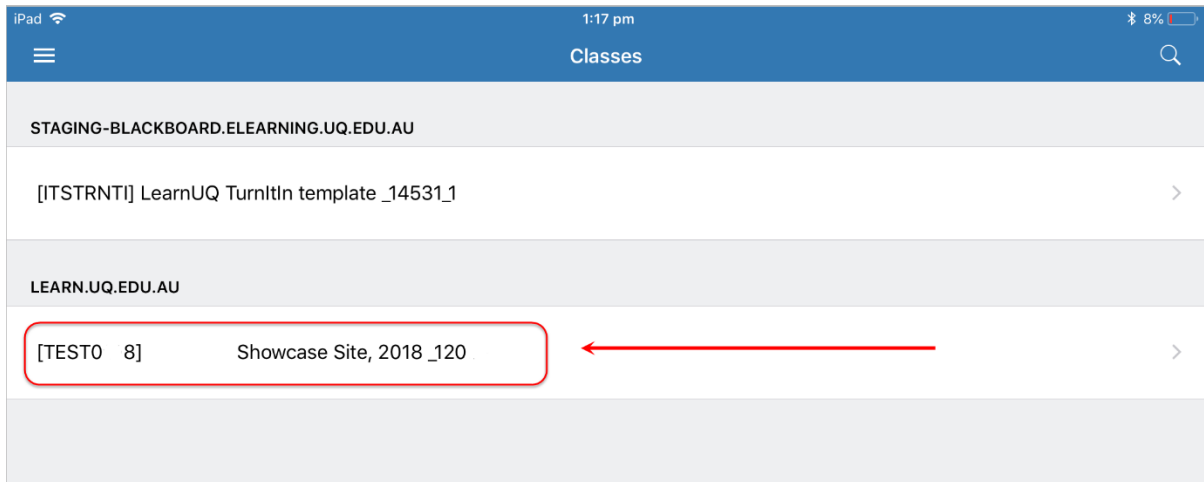
Setup the iPad app

- After clicking the link, the course will appear in the Turnitin app.



Access assignments

- Open the Turnitin app on your iPad.
- In **Classes**, click on the course under **learn.uq.edu.au**.



- Click on the required assignment under **Assignments**.

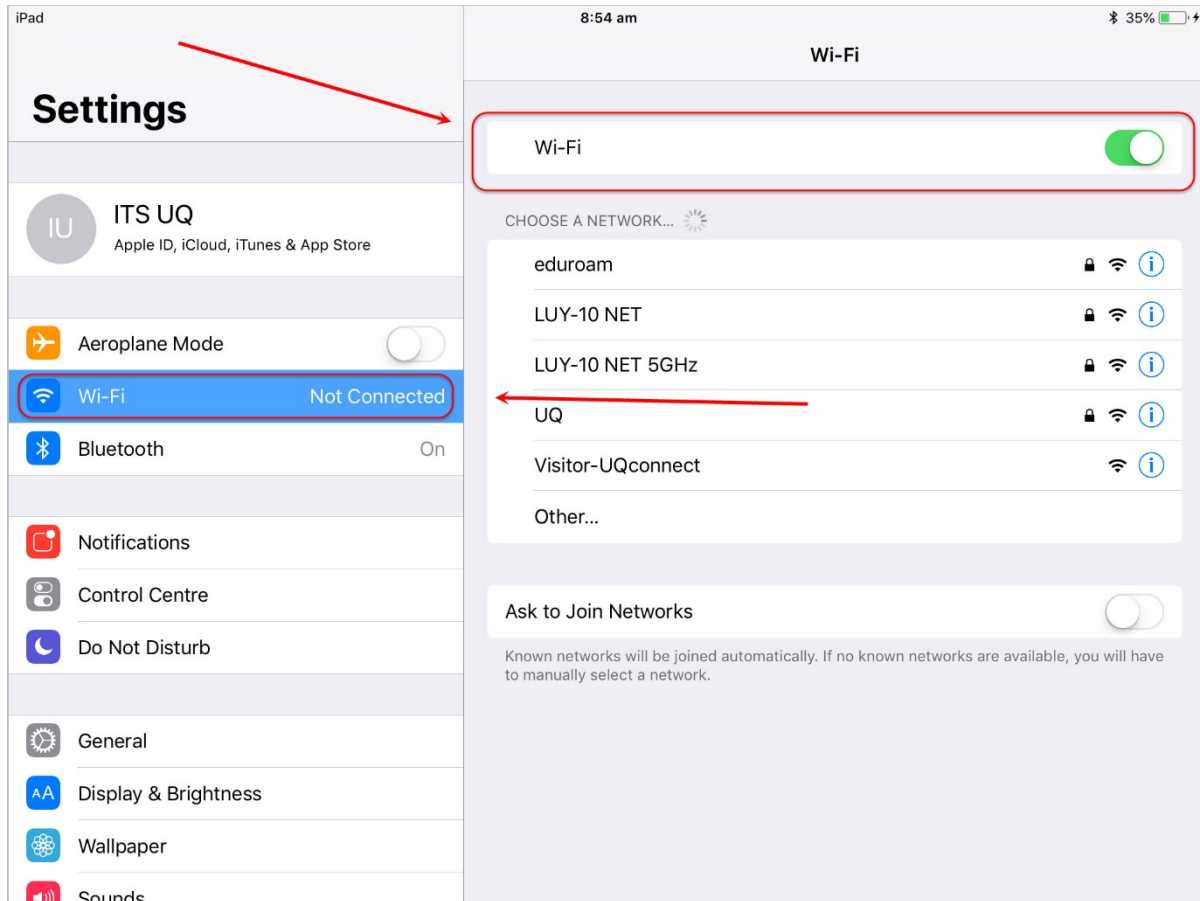
ASSIGNMENTS		
Test with Custom Rubric Due 05-Jun-2018	2 of 2 submitted 2 graded	>
Test with Standard rubric Due 05-Jun-2018	2 of 2 submitted 2 graded	>
Test with Grading form Due 05-Jun-2018	2 of 2 submitted 2 graded	>
Xylophone (Standard Rubric) Due 19-Jul-2018	1 of 3 submitted 1 graded	>
Xylophone (Custom Rubric) Due 20-Jul-2018	2 of 3 submitted 2 graded	>
Turnitin Test Text-based 1 with Qualitative rubric Due 26-Oct-2018	2 of 2 submitted 2 graded	>
Turnitin Test non-text based 1 Due 26-Oct-2018	1 of 2 submitted 0 graded	>
Turnitin Test No file submission 1 Due 26-Oct-2018	2 of 2 submitted 0 graded	>

Download all assignments

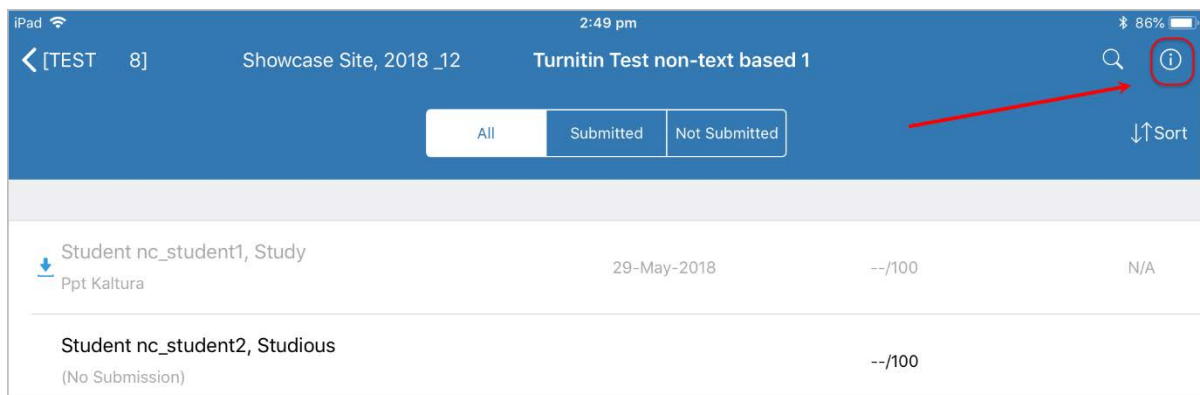
Note: You can download all student assignments or select individually which student assignments to download.

- Ensure your iPad is connected to the internet (**Settings** in the home screen > **Wi-Fi** is turned on)

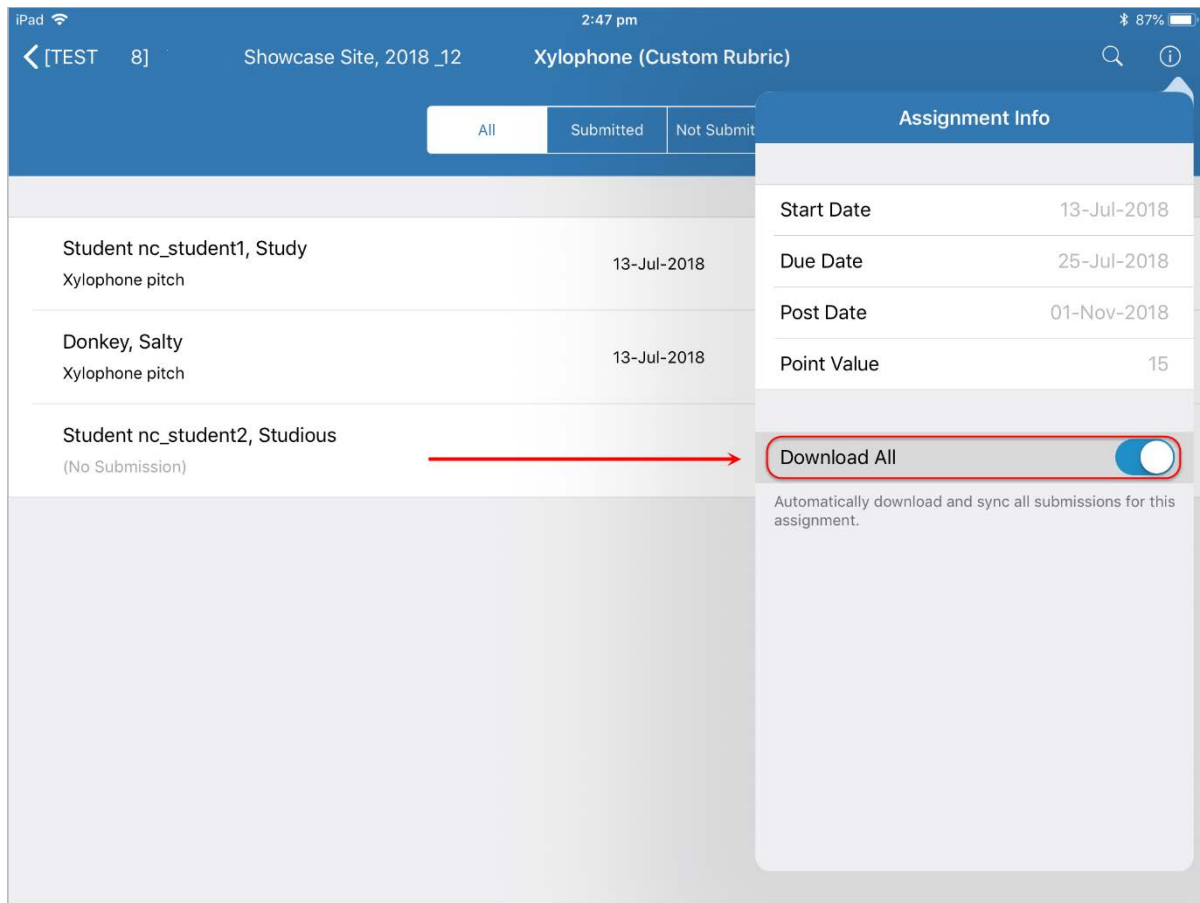




- Click on the **Information** button.

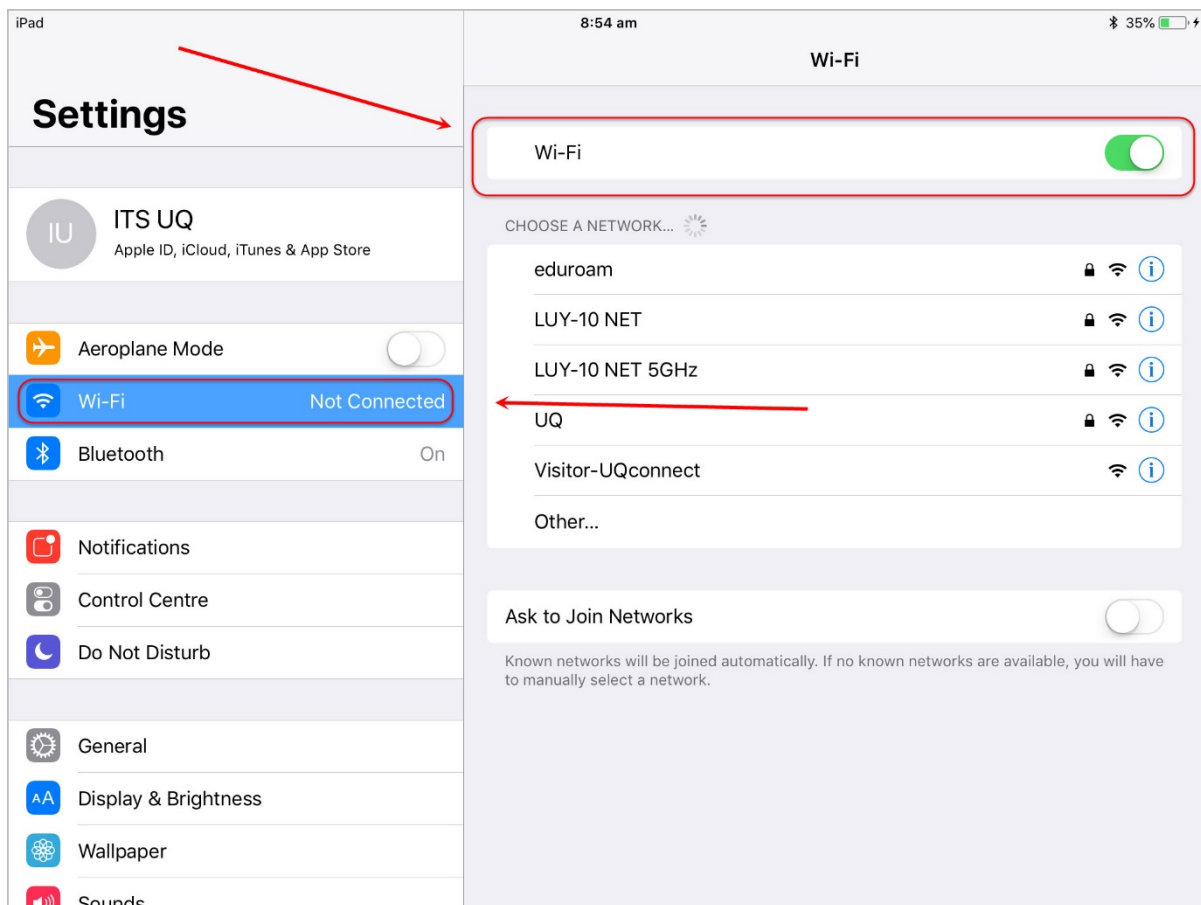


- Turn on **Download All** to view all assignments.



Download individual assignments

- Ensure your iPad is connected to the internet (**Settings** in the home screen > **Wi-Fi** is turned on)



- Click on the **download icon** of a student's assignment you need to download.

Further Resources

Technical Support

Helpdesk staff – Gary Smith, Paul Dutton and Michael Luyten.
help@learn.uq.edu.au or Ph 336 56000

eLearning Solutions Service

The eLearning Systems and Support team provide an [eLearning Solutions Service](#) to help staff implement eLearning solutions for the most common teaching and learning problems, using centrally supported eLearning tools.

ITaLI UTeach

UTeach is provided by ITaLI for the UQ community to offer support for their teaching and learning. If you are considering changing your curriculum, its delivery or assessment, evaluating your teaching or perhaps even educational research then get in contact through the [ITaLI UTeach](#) website.

Faculty Educational Designers

Faculty	Educational Designer	Email	Phone
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MBS	Kym Ward (Medicine)	k.ward1@uq.edu.au	334 64620
Science	Marnie Holt	m.holt2@uq.edu.au	336 58869

eLearning Resources

A range of resources are available on our [eLearning website](#), including self-help text based guides, self-help videos, teaching and learning quick-guides and information on known technical issues. Additionally, updates are also available on the progress of eLearning projects such as the implementation of new tools and upgrades to current systems.

eLearning Newsletter

The [eLearning newsletter](#) is published fortnightly and includes articles on eLearning tips for the start and end of semester, promotion of new tools, tool functionality and how tools could be used to improve teaching and learning. Other relevant communications on policy updates, tool upgrades and outages are also included in the newsletter.

Pedagogical Resources

The [Institute for Teaching and Learning Innovation \(ITaLI\)](#) provides leadership, engagement and advocacy in educational innovation, teaching excellence and learning analytics.

Student Resources

Library Services provides [AskUS](#) a help and information service for students. They also offer face-to-face help, provide online [Learn.UQ student guides](#) and run [workshops](#) for students.

eLearning Workshops

A range of technical eLearning workshops are offered throughout the year. For descriptions of the workshops, dates and to enrol, visit the [Teaching and Learning Technologies series](#) on the Staff Development website.

ITaLI Workshops

A range of pedagogical eLearning workshops are offered throughout the year. For descriptions of the workshops, dates and to enrol, visit the [Teaching, Learning and assessment series](#) on the Staff Development website.

Custom Workshops

Custom workshops for schools can be provided by the eLearning Systems and Support team and ITaLI.

- eLearning technical workshops: elearningtraining@uq.edu.au
- eLearning pedagogical workshops: itali@uq.edu.au
- combined technical and pedagogical workshops: elearningtraining@uq.edu.au or itali@uq.edu.au

Prepared by: Ailsa Dickie

Contributions: Julie McCredde, Stephanie David & Iliria Myrteza

Last modified: [11 October 2018]

Appendix 1: Originality Report File Types

Allow any file type

☒ Allow any file type [?](#)

If you select "Allow any file type", you will always be able to leave feedback on and download submitted files. Turnitin will try to generate an Originality Report and to make the file viewable within Turnitin depending on the type of file submitted.

☒ Allow any file type [?](#)

Constraints

File Size is less than 40 Mb

File contains highlightable text has at least 20 words
















File contains pages is less than 400 pages

Allow only file types that Turnitin can check for originality

☒ Allow only file types that Turnitin can check for originality

Turnitin Assignment: File Types Checked for Originality

Extension	File Type	Caveat	Turnitin will Check for Originality
Common			
.pdf	Adobe PDF	see below	✓
	Google Docs via Google Drive	see below	✓
.doc .docx	Microsoft Word		✓
.txt	Plain text		✓
.rtf	Rich text format		✓
Uncommon			

.hwp	Hangul Word Processor file (.hwp)		
.html .htm	HTML		
.xls .xlsx	Microsoft Excel	see below	
.ppt .pptx .ppsx .pps	Microsoft PowerPoint	see below	
.odt	OpenOffice Text		
.ps .eps	PostScript		
.wpd	Corel WordPerfect		
	Password protected files		
.wps	Microsoft Works		
.docm	Microsoft Word 2007 macros-enabled files		
.odt	OpenOffice Text files created and downloaded from Google Docs online		
.doc	Document files created using OpenOffice, as they are not 100% Microsoft Word equivalent		
.pages	Apple Pages		
.ods	Spreadsheets created outside of Microsoft Excel		
.docx .pptx	Text with visual effects		

Google Docs via Google Drive™

If submitting with Google Drive™, third party cookies must be allowed in your browser, otherwise, any attempts to sign into Google to upload from Google Drive will fail. Note that Google Drive functionality is not supported with IE8 or below. Do not upload Google Doc (.gdoc) files directly to Turnitin; a .gdoc file does not store the document, but contains a reference to it online, in Google Docs.

Adobe® PDF

Turnitin will not accept PDF image files, forms, or portfolios, files that do not contain highlightable text (e.g. a scanned file - usually an image), documents containing multiple files or files created with software other than Adobe Acrobat®.

Microsoft Excel®

The version of the file that can be viewed in the Document Viewer will look the same as it would if the Excel® file had been saved as a PDF and submitted to Turnitin. We highly recommend that users pay attention to the image preview provided in the single file submission to verify that the file is presented in an acceptable manner. Users can adjust the way the file looks by editing the page setup and print area settings for the file prior to saving it and submitting it to Turnitin.

Microsoft PowerPoint®












Turnitin converts the PowerPoint® slide deck into a static PDF, leaving all text and images in their original format but leaving out features such as presenter notes, embedded video, and animations. Text with visual effects is not supported, and it is recommended that any visual effects such as shadows and 3D be removed prior to submitting to Turnitin. It is recommended that any visual effects such as shadows and 3D be removed prior to submitting to Turnitin.

Appendix 2: GradeMark File Types Displayed in the Document Visewer

GradeMark Overview

The document viewer is able to display the following file types in GradeMark. Turnitin converts all documents into PDF format. To view hyperlinks, transitions and animations in a file, the original file is available for download in its original format.

Turnitin GradeMark: File Types Displayed in the Document Viewer

Icon	File Type	Caveat	Turnitin will Display in Document Viewer
Common			
.pdf	Adobe PDF		
.doc .docx	Microsoft Word		
.txt	Plain text		
.rtf	Rich text format		
.pdf	Portable Document Format		
.hwp	Hangul Word Processor file		
.html .htm	HTML		
.ppt .pptx .pps .ppsx	Microsoft PowerPoint		
.ps .eps	Adobe PostScript		
.wpd	Corel WordPerfect		
.bmp	BMP		

.gif	GIF		
.jpeg	JPEG		
.pict	PICT		
.png	PNG		
.tiff	TIFF		

File Type Mismatch

The file types that can be used to create Originality Reports does NOT match the file types that can be displayed in the Document Viewer and presumably annotated. For example: Microsoft Excel can be uploaded and generate an Originality Report but it is not listed as a document that can be displayed in the Document Viewer.