

Quick Reference - Turnitin

How does a student submit a TII assignment?

This document will explain how a student would submit an assignment that has Turnitin (TII) enabled.

Upload a TII assignment

Locate the assignment link in the appropriate module or under Assignments in your Canvas course. Click on the title to open the assignment.

Scroll down through the assignment instructions and click the button at the bottom of the instructions that says “Load *Assignment Name* in a new window.” (Figure 1)

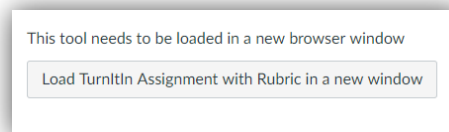


Figure 1

You will be re-directed to the Assignment Dashboard tab in the Turnitin website. You will see an Upload Submission button. Click on this button to submit your file. (Figure 2)

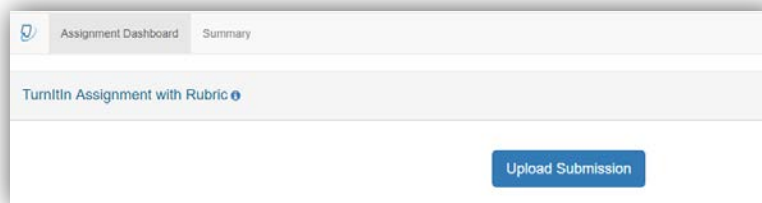


Figure 2

In the Submit File window, enter a submission title in the text box. If left blank, the file will be named “untitled”. Click on **Select a file to upload** and browse for the file to be submitted. (Figure 3).

Note: You can also submit text directly by clicking on the ‘Text Input’ tab and typing or copy/pasting your submission into the textbox provided OR you can submit a file from GoogleDrive, Dropbox, or OneDrive by clicking on the Cloud Submission tab.

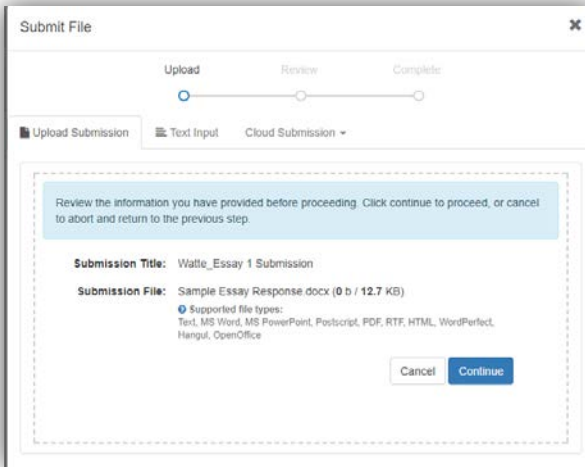


Figure 3

Review the information and, if correct, then click Continue.

A preview of the uploaded file will then appear. Select **Accept Submission & Save** for the submission to be completed. (Figure 4)

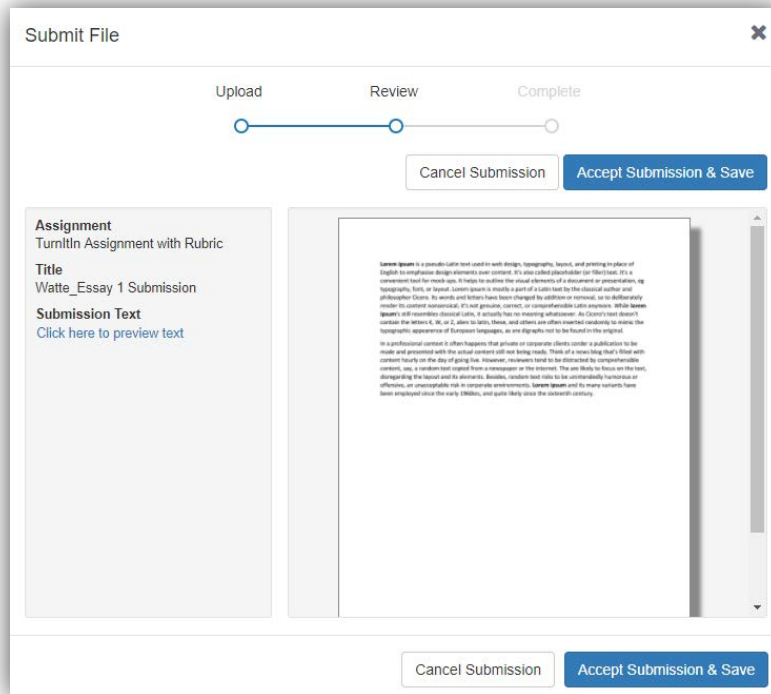


Figure 4

A confirmation screen will briefly appear.
(Figure 5)



Figure 5

You will be returned to the Assignment Dashboard where you should see your uploaded assignment with a date/time stamp (Figure 6).

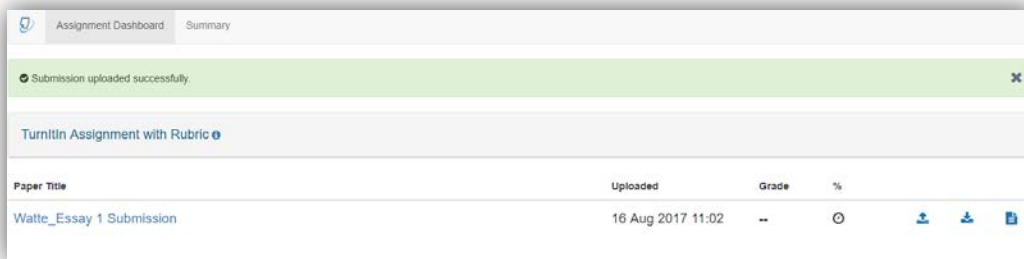


Figure 6

Tips

To generate an originality report, you must submit one of the following document types:
.doc/.docx, .odt, wpd, .ps/.eps, HTML, .hwp, .rtf, .txt, GoogleDocs, .pdf, .pptx/.ppt/.ppsx/.pps,
.xls/.xlsx

Files must be less than 40 mb, a minimum of 25 words, and less than 400 pages.