

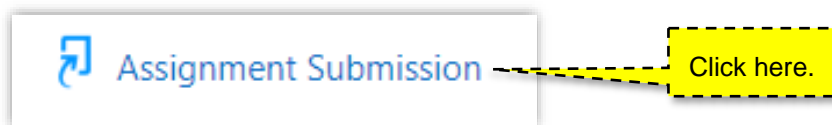


a guide to

Turnitin - Submitting an Assignment

Accessing a Turnitin Assignment within a Moodle Course

1. Click on the Turnitin assignment name within the Moodle course, for example:



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

Title	Start Date	Due Date	Post Date	Marks Available
Assignment Submission - Essay	10 Oct 2021 - 09:00	15 Oct 2021 - 17:00	30 Nov 2021 - 10:00	100

Refresh Submissions

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

Title	Start Date	Due Date	Post Date	Marks Available
Assignment Submission - Essay	10 Oct 2021 - 09:00	15 Oct 2021 - 17:00	30 Nov 2021 - 10:00	100

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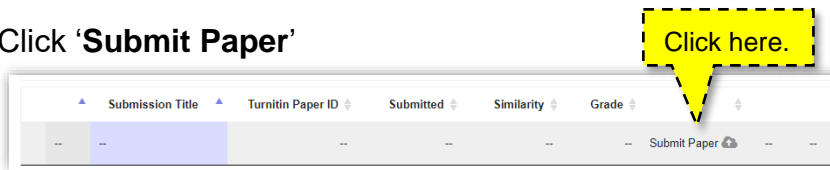
File Types and Size

Turnitin currently accepts the following popular file types:

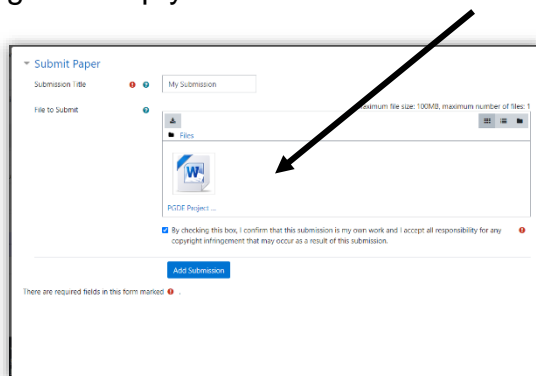
- MS Word (DOC and DOCX)
- MS PowerPoint (PPT and PPTX)
- Corel WordPerfect®
- HTML
- Adobe PostScript®
- Plain text (TXT)
- Rich Text Format (RTF)
- PDF
- The file size may not exceed 100MB.

Uploading a Submission to Turnitin

1. Click **'Submit Paper'**

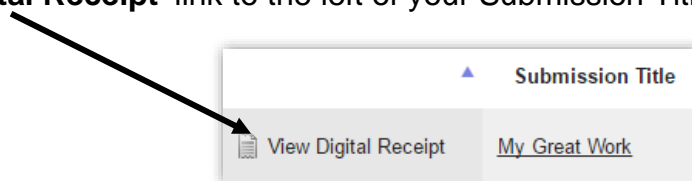


2. Read and accept the Turnitin User Agreement if prompted to do so.
3. Enter a **'Submission title'**.
4. Drag and drop your work into the **'Files'** box.



5. Tick the box to confirm that this is your own work.
6. Click **'Add Submission'** button.

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



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