# How to set up a Turnitin assignment within Moodle

Adding a Turnitin assignment to your Moodle course works in much the same was as adding a quiz, standard assignment or any other Moodle activity. Tutors on your Moodle course can set up and mark assignments, students on your Moodle course may submit work.

➢ Step 1: Enter the Moodle course in which the assignment is due to be submitted. If you would like to use a new Moodle course for this purpose, please contact LTSS using the links given on the left of the Moodle homepage.

➢ Step 2: Click **Turn Editing On**

➢ Step 3: Within the course, click **Add an activity** and select **Turnitin Assignment**:
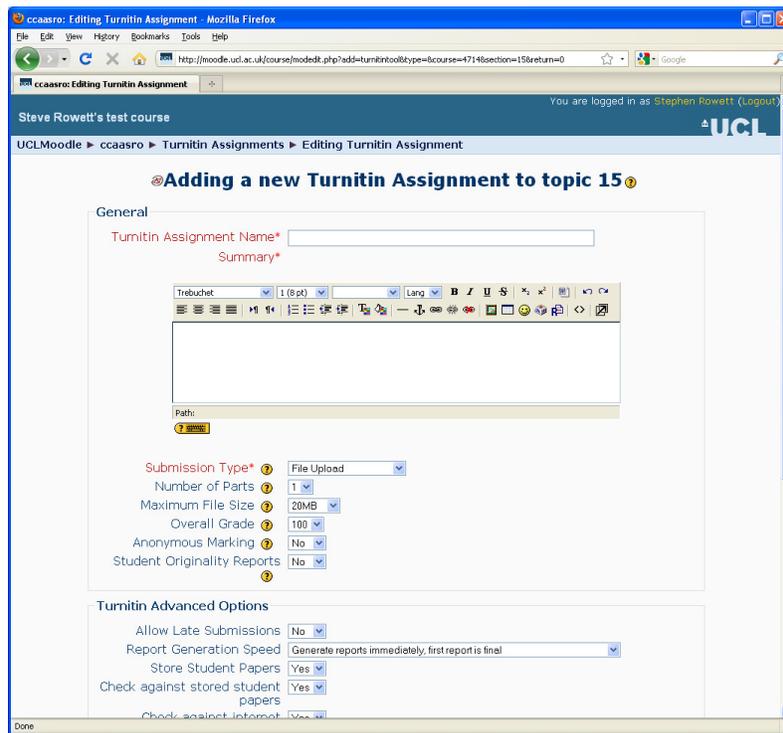
➢ Step 4: Work through these settings, considering each in turn and identifying what would be appropriate for your assignment. Guidance on each setting that you might need to change is shown overleaf. The 'Maximum File Size' option never needs to be changed.

Turnitin Assignment Name*
You have to give your assignment a name. Choose something that will be easy for students to recognise.

Summary*
The summary is shown to students when they click on the assignment. Include brief details of topic, format and submission deadline.

Submission Type* ⊘ | File Upload ▾
File Upload
Text Submission
——————
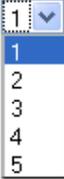Any Submission Type

You can choose whether students copy and paste text into a box or upload a file (e.g. a Microsoft Word document).

Most common option: Upload file

Number of Parts ⊘ | 1 ▾
1
2
3
4
5

Your assignment can have several parts (e.g. the group work part and an individual reflection, or data and subsequent analysis). Select a number higher than 1 if you wish your students to be able to submit several documents for this assignment.

Most common option: 1

Overall Grade ⊘ | 100 ▾

If you are using Turnitin in Moodle to return grades to students, then this sets the maximum grade obtainable. The grade is numeric.

Most common option: 100

Anonymous Marking ⊘ | No ▾
No
Yes

You can choose if student names are anonymous to tutors during the submission and marking process.

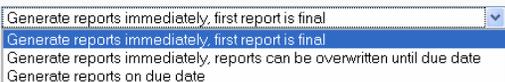Most common option: Depends on departmental policy

Student Originality Reports ⊘ | No ▾
No
Yes

You can choose if students are allowed to see their Turnitin originality reports.

Most common option: Yes

Report Generation Speed

Generate reports immediately, first report is final ▾
Generate reports immediately, first report is final
Generate reports immediately, reports can be overwritten until due date
Generate reports on due date

You can choose when reports are generated and if students can have multiple attempts to submit. Turnitin will require them to wait 24 hours between viewing second and subsequent reports.

Most common option: Immediately, reports can be overwritten until due date

Allow Late Submissions | No ▾
No
Yes

You can choose whether you wish to allow students to submit after the due date. The submission will be marked as 'Late'.

Most common option: Yes

Store Student Papers [No Repository ▼]
- No Repository
- Standard Repository
- Institutional Repository (Where Applicable)

You can choose whether student papers are stored in the Turnitin database for comparison against future years. Choose No Repository for particularly confidential or sensitive student work, or where you are testing the system.

Most common option: Standard Repository

Check against stored student papers [Yes ▼]
Check against internet [Yes ▼]
Check against journals, periodicals and publications [Yes ▼]

You can choose which sources Turnitin will use to identify matches in student work.

Most common option: Yes to all three

➢ Step 5: Click **Save and return to course**

➢ Step 6: Click on your new Turnitin assignment. You will see information about this assignment. Click on the pencil icon as shown:

| Summary | Submit Paper | Submission Inbox | Options |

Turnitin Assignment Name	my assignment
Summary	Please submit your work here
Turnitin Class Owner ⑦	Stephen Rowett 🖊

Assignment Part	Start Date	Due Date	Post Date	Max Marks		
Part 1	11:45, 18/11/2009	11:45, 25/11/2009	11:45, 25/11/2009	100	🖊	🗑

➢ Step 7: You can now change your assignment part names, the Start, Due and Post dates (details of these below), the maximum number of marks. Click on the tick to confirm your changes. The set up of your assignment is now complete.

Assignment Part	Start Date	Due Date	Post Date	Max Marks		
Part 1	17 : 05 , 23 / 11 / 2009	17 : 05 , 30 / 11 / 2009	17 : 05 , 30 / 11 / 2009	100	✓	🗑

Information about the Start Date, Due Date and Post Date

Assignment Part	Start Date	Due Date	Post Date	Max Marks		
Part 1	16 : 26 , 04 / 11 / 2009	16 : 42 , 04 / 11 / 2009	16 : 55 , 04 / 11 / 2009	100	✓	🗑

The start date is the first date that students can submit their assignment.

The due date is the date that submissions should be made by. You can choose whether or not to allow late submissions

The post date is the date that marks and feedback are returned to students. If you are using anonymous marking, then names are revealed to tutors at this point.