



## Steps to using Turnitin in Blackboard Learn



Note: Information contained in this manual was obtained from Turnitin Web site:  
<http://www.turnitin.com>.

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## Overview

Turnitin is an originality checker / plagiarism prevention service which allows instructors to quickly and effectively check students' work for copyright violations. Every paper submitted to the Turnitin service is returned to the instructor (and student, if desired) in the form of an Originality Report. The report results are based on searches of pages from both current and archived instances of the Internet, student papers previously submitted to Turnitin, and commercial databases (journal articles/periodicals).

According to Turnitin's documentation, this plagiarism prevention system is the world's most widely used solution to the growing problem of cut and paste plagiarism. The plagiarism prevention service purchased by Tarleton State University features:

1. The industry's most advanced search technology that checks papers against our in-house copies of both current and archived internet content and our proprietary database of millions of previously submitted student papers.
2. Expanded searches of academic and professional content not available on the public internet, including millions of commercial pages from books, newspapers, and journals.
3. Extremely flexible, intuitive, and clear Originality Reports that make investigating the sources of plagiarism easy.
4. Direct Source Comparison for easily comparing matching passages of text in a paper with corresponding passages in the original source.
5. Complete integration with Blackboard®.

Since January 2006, Tarleton faculty members have reported that Turnitin acts as a powerful deterrent to stop plagiarism and cheating before it begins.

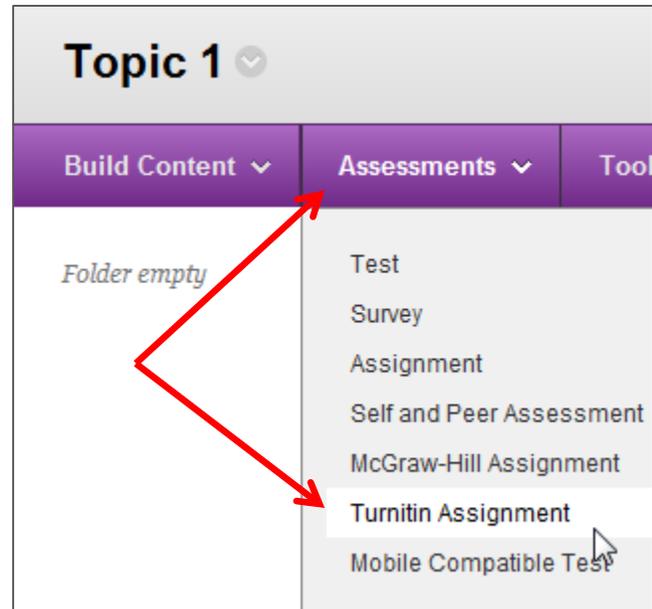
## Turnitin Building Block within Blackboard Learn

The Turnitin Building Block extension gives users of the Blackboard Learning System the ability to use Turnitin products within their Blackboard course. Please note that Turnitin assignments created in Blackboard cannot be updated within Turnitin when accessing the web site directly at [www.turnitin.com](http://www.turnitin.com). Any changes made within [www.turnitin.com](http://www.turnitin.com) will not update the Turnitin assignments in Blackboard. The instructions below are intended to help instructors use this resource within Blackboard.

## Create a Turnitin Assignment in Blackboard Learn 9

Turnitin assignments are added in a Content area. Open a Content page by clicking the content area link in the course menu.

- Select a content area (i.e., Course Content > Topic 1)
- With Edit Mode 'ON', click on **Assessments** and select **Turnitin Assignment** from the drop-down menu.



- On the Turnitin page that opens, select the assignment type.

Messages | English | Roadmap | Help

**turnitin**

**About this page**  
This is the first step in creating an assignment. Use the radio buttons to select an assignment type. Please note a paper assignment must exist before assignment type can be created.

**Select your assignment type**

- Paper Assignment
 

**Paper Assignment**  
Paper Assignment -The paper assignment type is the base assignment for all other assignments types (PeerMark, Revision, and Reflection).  
  
When creating a paper assignment there are three dates that instructors will need to set: the start date, the due date, and the post date.
- PeerMark Assignment
- Revision Assignment

**PeerMark Assignment**  
The PeerMark assignment type allows students to review their peers' papers based on scale and free response questions selected by the instructor.  
  
[View a PeerMark demo](#)

**NOTE: to create a PeerMark Assignment, you must first create a paper assignment.**

**Revision Assignment**  
If the instructor would like students to submit multiple drafts without overwriting the previous drafts/submissions, the instructor can create additional assignments using the revision assignment type. Revision assignments are duplicates of the 'parent' assignment's advanced options and standard settings, but may have new start, due, and post dates.

Topic 1 > ADD TURNITIN ASSIGNMENT

Messages | English | Feedback | What's New | Help

turnitin

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

**About this page**  
 To create an assignment, enter an assignment title and choose the start and due dates for the assignment. If you like, you can enter an additional assignment description. By default, papers submitted to this assignment will be checked against all of our databases. If you would like to create a custom search or view other advanced assignment options, click the "more options" button.

**New Assignment**

Assignment title

Point value   
Optional

Start date  at  :

Due date  at  :

Post date  at  :

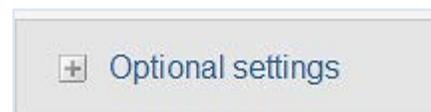
NOTE: In Blackboard, the post date relates to the availability of GradeMark papers only and has no bearing on when grades are posted to the Blackboard Grade Center.)

date/time students can begin submitting to the assignment

date/time assignment is due

date/time students can begin viewing the comments and grades instructors have left on their papers in GradeMark. 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.)

- Scroll down and use the **Optional settings** link to view and change any of the advanced assignment options, including:



Optional Settings:

<b>Special instructions</b>	Text box allows entering special instructions for the assignment.
<b>Allow submissions after the due date?</b>	If set to 'Yes,' only one late submission is allowed and is clearly labeled as late.
<b>Generate Originality Reports for submissions?</b>	Allows faculty to opt to have Originality Reports generated for the assignment. Default is yes.
<b>Generate Originality Reports for student submissions?</b>	<p>This setting determines when Originality Reports will be generated:</p> <p><b>"immediately first report is final"</b> –students can only submit assignment one time</p> <p><b>"immediately(can overwrite reports until due date)"</b> students can re-submit assignments until due the date. Some Tarleton faculty members have found this a useful teaching tool. Students submit papers, review the report, adjust their papers then resubmit before the due date for improved score and advanced learning of the principles for professional writing. Note: it may take up to 24 hours to process Originality Reports for resubmissions.</p> <p><b>"on due date"</b> only generates Originality Report on due date. This setting makes it so all papers submitted to the assignment will be compared against each other when the Originality Reports are created.</p> 
<b>Exclude bibliographic materials from Similarity Index for all papers in this assignment?</b>	The default is <i>no</i> . Bibliographic materials can also be included or excluded when viewing the Originality Report. This setting cannot be modified after the first paper has been submitted and can be overridden in individual Originality Reports.
<b>Exclude quoted materials from Similarity Index for all papers in this assignment?</b>	The default is <i>no</i> . Quoted materials can also be included or excluded when viewing the Originality Report. This setting cannot be modified after the first paper has been submitted and can be overridden in individual Originality Reports.
<b>Exclude small matches?</b>	This offers the option to exclude small matches as set by faculty based on either specified word count or percentage. This can be overridden in individual Originality Reports
<b>Allow students to see Originality Reports?</b>	This setting determines whether or not students will be able to view Originality Reports for their submission.
<b>Reveal grades to students only on post date?</b>	This setting is relevant only if GradeMark will be used to grade student papers. Select <i>yes</i> to reveal grades to students on the post date of the assignment. This means that the gradebook column will be hidden for students until the post date. If <i>no</i> is selected, grades will be revealed to students once an instructor grades their paper.
<b>Submit papers to:</b>	This setting determines whether papers will or will not be posted to the standard student paper repository of all papers submitted to Turnitin throughout the world. Draft submissions must be set to "no repository."

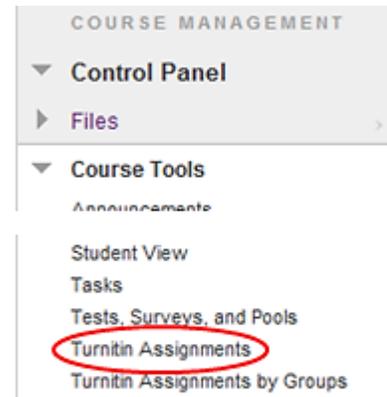
<p><b>Search options:</b> Instructors can search all or only selected sources:</p>	<ul style="list-style-type: none"> <li>• <b>student paper repository</b> - works previously submitted in classes and assignments on Turnitin</li> <li>• <b>institution paper repository</b> - works previously submitted to the institution's repository</li> <li>• <b>current and archived internet</b> - a repository of archived and live publicly available internet pages</li> <li>• <b>periodicals, journals, &amp; publications</b> - third party periodical, journal, and publication content including many major professional journals, periodicals, and business publications</li> </ul>
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## View Originality Reports

To view the Originality Reports for submitted papers, go to the **Course Tools** section in the Course Management menu in Blackboard, and then click the **Turnitin Assignments** link.

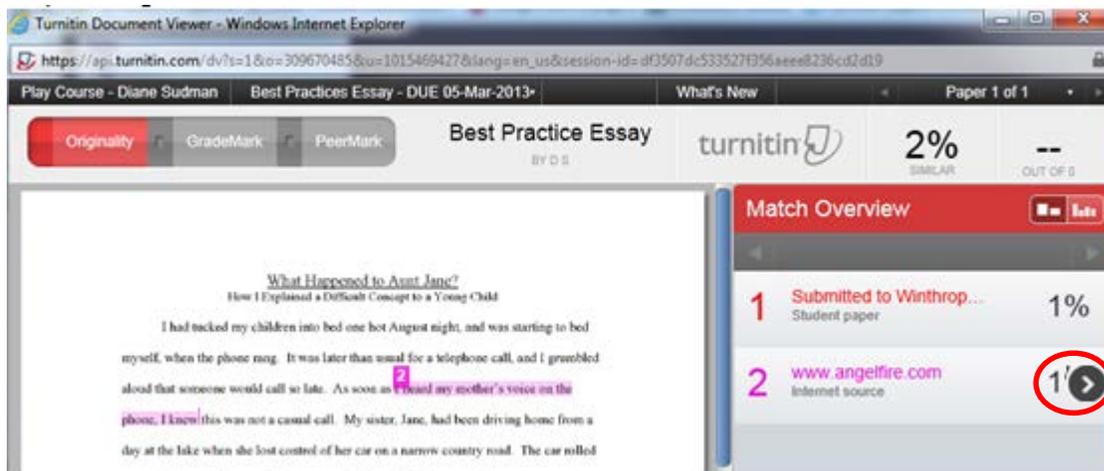
1. Click the title of the assignment to access the Turnitin Assignment inbox. Your assignment inbox shows submitted papers with their Originality Reports. To open the Originality Report for a student, click the **Similarity** icon.

**Note:** A grayed-out report icon indicates that the report has not yet been generated. Please wait a few moments and click your browser's refresh button.



Best Practices Essay								
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"/>	S, D	Best Practice Essay Test	2%		*		309670485	05-Mar-2013

2. Each report will open in a popup window. The left portion of the screen shows the student's submitted work. Click on the highlighted text in the student work to view the portion of the source document in which the matched text is included. To view the full source



document, use the [Full Source View](#) link in the upper right corner of this window. The right portion of the screen shows the Match Overview. Click on the arrow on the right to view the Match Breakdown.

## Accessing GradeMark

Use GradeMark to edit and grade student work online. To access GradeMark, click on the pencil icon. If no icon appears in the Grade column, a paper has not been submitted.

TITLE	SIMILARITY	GRADE	RESPONSE	FILE
<a href="#">The Convicts Shadow</a>	27% 		•	
<a href="#">Groomed for Revenge</a>	14% 		•	

NOTE: GradeMark works best when the text of the submission is double spaced.

## GradeMark Tutorial

To practice using the GradeMark tool, visit the [interactive GradeMark tutorial](#) provided by Turnitin.

## Using GradeMark

### Navigating Between Papers

You may move to the next or previous paper without returning to the inbox and re-launching the GradeMark interface by using the "previous paper" and "next paper" arrows at the top of each paper in the document viewer. Changes made to the papers are saved automatically when using this feature. You may select a specific student from the "Paper # of #" drop down menu.

### Entering a Grade

A numeric grade may be manually entered for a paper by clicking the "Grade" box at the top right of the paper, which opens a text box into which the grade is entered. The Grade field displays a '-' until a grade is entered. Grades entered in this field will be saved to the Blackboard gradebook.

### Printing

To download and print a paper with comments and rubric information, use the "print" and "download" icon at the bottom left of the GradeMark window.

A printable PDF version of the paper will be saved to your computer. Use the print menu within your pdf viewing application to print the GradeMark paper.

For more detailed information on using GradeMark, see the Turnitin Instructor Training Tutorial [Using Marks and Comments](#) or [Learning Additional Functions](#) from the Turnitin website.