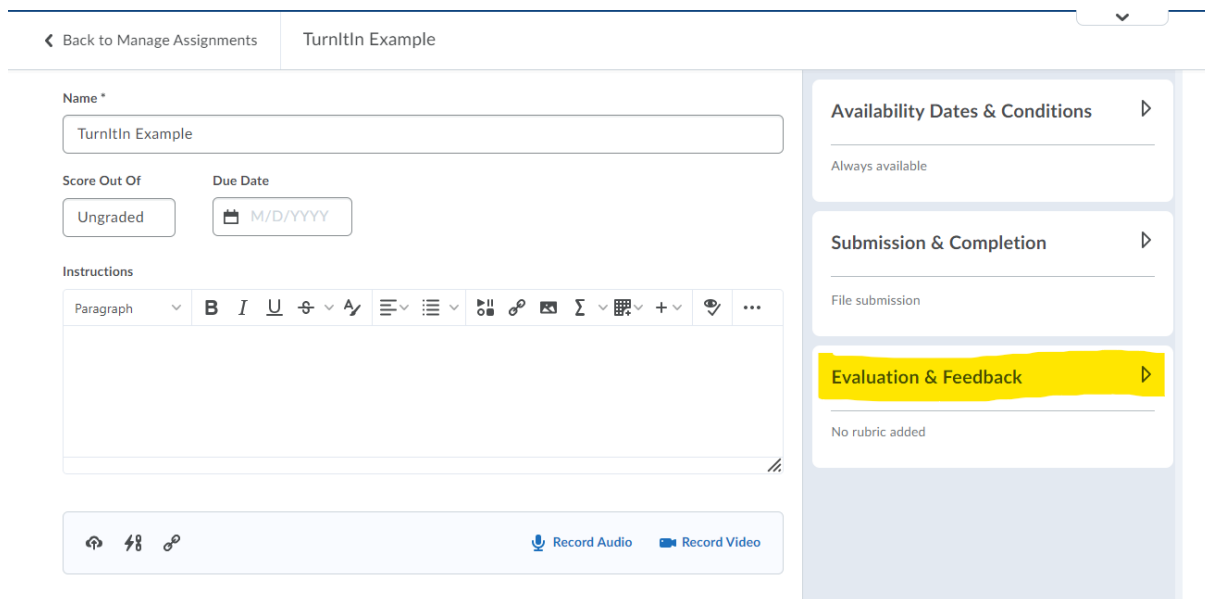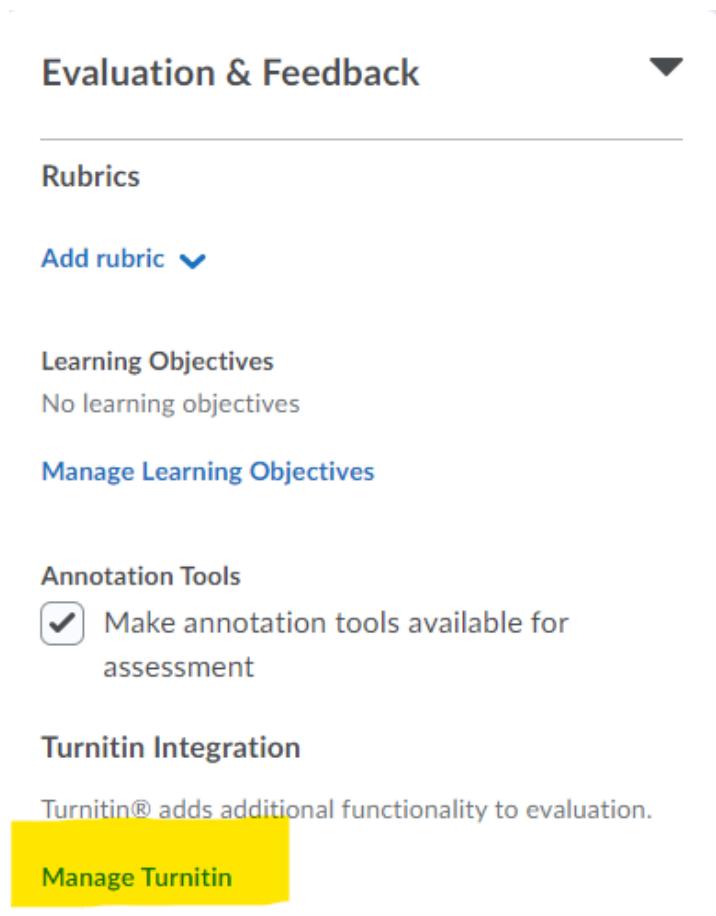# TURNITIN QUICK GUIDE

To use TurnItIn, you'll need to turn it on within an assignment folder in D2L. We only have access to TurnitIn through D2L assignments folders. If you need to run another assessment type (quiz short answers, discussion posts) please contact Anne Phifer in Academic Technology at online@tamuc.edu for options.

Turning on TurnItIn

Turning on TurnItIn is easier than it has ever been. Simply create a new assignment or edit an old one, and then click the "Evaluation and Feedback" pane at the bottom of the right-hand sidebar:

Evaluation & Feedback ▼

Rubrics

Add rubric ✔

Learning Objectives
No learning objectives

Manage Learning Objectives

Annotation Tools
☑ Make annotation tools available for assessment

Turnitin Integration

Turnitin® adds additional functionality to evaluation.

Manage Turnitin

From here, you will scroll to the bottom of the "Evaluation & Feedback" pane to the Turnitin Integration heading. Find the blue words that say "Manage Turnitin" and click those.

This will open a pop-up window that allows you to select options for TurnItIn.

Please note: Options for TurnItIn will be grayed out unless you select "Enable GradeMark for this folder" *first*.

Once you enable GradeMark, you can then enable Originality check. You must enable both if you want similarity check scores to be generated, and this must be done before students submit to the assignment folder.

Turnitin® Integration

GradeMark® ❓

Evaluation

☑ Enable GradeMark® for this folder
   If you would like similarity scores to be generated, ensure you also enable Originality Check® below

Transfer

◯ Automatically sync grades as Draft in Brightspace ❓
⦿ Manually sync grades as Draft in Brightspace

Originality Check® ❓

☑ Enable Originality Check® for this folder

Display

☑ Allow learners to see Turnitin® similarity scores in their submission folder

Frequency

⦿ Automatic originality checking on all submissions
◯ Identify individual submissions for originality checking

More Options in Turnitin®

Save   Cancel

Best practices suggest allowing learners to see their similarity scores so that they can learn from their mistakes, as well as using the "Automatic originality checking on all submissions" if you plan on using TurnItIn for any one assignment.

There are additional options in the "More Options in TurnItIn" button as well. Clicking this opens a pop-up window external to D2L, which could be blocked by a pop-up blocker. Ensure that it isn't by managing your pop-up blocker settings. Then, when it pops up, click "Optional Settings".

Submission Settings

The TurnItIn Repository is one of its primary functions. It stores student work so that future instructors can compare future student work against your current students' work. There are criticisms of this behavior, and it is possible to opt out of this, but it is on by default. If you'd like to opt out, you can do so by selecting the drop-down menu that says "Submit Papers To" and change the option to "Do not store the submitted papers".

You can also check a few other settings here, but most of these are going to be handled by D2L anyway. These options are mostly here so that if you were grading using the GradeMark interface, you could assess student work easily.

However, you should be grading within D2L's assignment grader. You can skip these options.

Compare Against

The "Compare Against" section of TurnItIn's optional settings allows you to select which sources you'd like to compare a student's work against to check for similarities. You have three options:

- TurnItIn's student paper repository

- Current and archived web site content

- Periodicals, journals, and publications

Each of these options has a checkbox next to them and can be checked and unchecked. Unchecking all of them will result in not having anything to compare a student's work against. Checking them all will result in comparing a student's work against the most available sources. What to check will be up to your personal discretion as their instructor.

Similarity Reports

Similarity Report

Generate Similarity Reports for student submission

Generate reports immediately (students can resubmit until due date): After 3 re ▾

☑ Allow students to view Similarity Reports ❷

☑ Exclude bibliographic materials ❷

☑ Exclude quoted materials ❷

☑ Exclude small sources ❷

Small match exclusion type
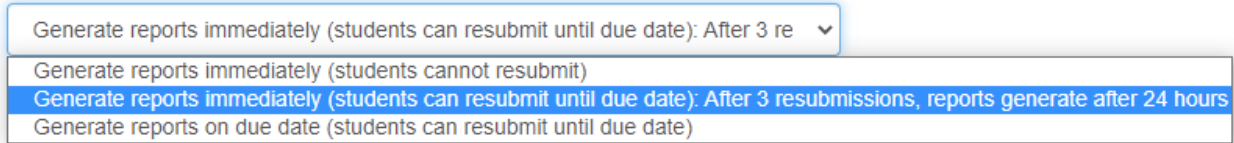○ Words   ⦿ Percentage

Set source exclusion threshold
1   %

Additional settings

☐ Save these settings for future use ❷

The "Similarity Reports" section has options for generating and filtering reports.

There are three different options for report generation:

The first option is "Generate reports immediately (students cannot resubmit)" which will allow students to see the report if you have enabled that function, but will not allow them to resubmit if there's been a file upload error. This is not a recommended option simply because students often make mistakes when uploading files and generating new reports won't happen with this option.

The second option is the option suggested by best practices. It is "Generate reports immediately (students can resubmit until due date): After 3 resubmissions, reports generate after 24 hours". This allows students to resubmit when they need, enabling you to use TurnItIn as a pedagogical tool, rather than a punitive one.

The final option is "Generate reports on due date (students can resubmit until due date)" which doesn't allow students to see their reports until the due date.

In addition to report generation settings, there are filtering settings at this level that can be applied to every paper that comes into the inbox, instead of applying the filters individually. These are:

- Exclude bibliographic materials

- Exclude quoted materials

- Exclude small sources

    o If you choose to exclude small sources, you'll have the option to exclude based on a number of words, or a match percentage.

Any of these filters can be turned off or on at the individual report level, but turning them on here enables students and instructors to see realistic estimates of similarity, especially in situations where extensive quotes might be used.

In this area you can also hit "Save these settings for future use" to save your settings to your TurnItIn account to be applied to new assignments.

If you have other TurnItIn questions, please reach out to the Office of Academic Technology at online@tamuc.edu for assistance. We're happy to help!