HOW TO USE TURNITIN

As of August 1, 2017, Turnitin Classic has been replaced by Feedback Studio. For more in-depth information and user guides, please visit: Turnitin User Guides
https://guides.turnitin.com/01_Manuals_and_Guides/Instructor_Guides/01_Quick_Start_Guide#Step_9_-_Leaving_Feedback_on_Submissions
For a quick demo: http://turnitin.com/assets/en_us/media/feedback-studio-demo/

HOW TO GRADE USING TURNITIN

1. In COURSE TOOLS, click on TURNITIN ASSIGNMENTS.

   Please Note: As of August 1, 2017, Turnitin will have a new look. This guide will provide steps for the new look, but you can revert to the classic look until the option to do so is removed.

2. The assignments available to grade will be displayed. Click on the link to open the assignment in Turnitin. (If a User Agreement update pops up, please read and then click Agree to Continue.)

3. In the Assignment inbox, you can view a paper by clicking on the paper’s title. To view the ORIGINALITY REPORT, click the paper’s originality report icon in the SIMILARITY column.

   ![Turnitin Assignments](image)
ACTIVE LAYERS

Layers allow you to view more than one service at the same time. With layers, you can view the similarity report and add bubble comments at the same time. Layers can be toggled on and off using either the toolbar or the Active Layers side panel.

Instructor Feedback Layer. Includes QuickMarks, Voice & Text Feedback Summary, and Rubric Scoring

Toggle Active Layers: Grading, Similarity, and e-rater

Toggle Similarity Layers. Includes Match Overview, All Sources, and Filters, Excluding Sources

Download and Information Tools

Toggle e-rater by ETS. The e-rater grammar feedback technology, developed by ETS®, automatically checks submissions to an assignment for grammar, usage, mechanics, style and spelling errors; providing in-depth feedback with on paper marks. To use e-rater® technology for an assignment it must be enabled during assignment creation.

INSTRUCTOR FEEDBACK LAYER

QuickMarks – Commonly used feedback comments. See Figure 1 below for QuickMark Sets.

Rubrics and Grading Forms - Pick from a set of rubrics that you have used previously or launch the Rubric and Form Manager to create your own.

Feedback Summary - Panel allows you to provide overall feedback on a paper via text or voice.
SIMILARITY LAYER

Similarity Reports provide a summary of matching or highly similar text found in a submitted paper. When a Similarity Report is available for viewing, an icon will appear in the Similarity column of the Assignment Inbox. Similarity Reports that have not yet finished generating are represented by a grayed out icon in the Similarity column. Reports that are not available may not have generated yet, or assignment settings may be delaying the generation of the report.

To refine your students' similarity scores, consider the following Similarity Report filters.

NOTE: OVERWRITTEN OR RESUBMITTED PAPERS MAY NOT GENERATE A NEW SIMILARITY REPORT FOR A FULL TWENTY-FOUR HOURS. THIS DELAY IS AUTOMATIC AND ALLOWS RESUBMISSIONS TO CORRECTLY GENERATE WITHOUT MATCHING TO THE PREVIOUS DRAFT.

- **All Sources**: Allows a user to view matches between the paper and a specific selected source in the Turnitin repositories. Contains a full list of all matches found rather than the best matches per area of similarity.

- **Exclusion**: If quoted or bibliographic material is flagged as similar or matching, this information can be removed from the Similarity Report.

- **Match Overview**: A list of all areas of the paper which have similarity to information in the Turnitin repository. Matches are color coded and listed from highest to lowest percentage of matching word area to the submission.

- **Filters & Settings**: apply several different filters to your report, should you wish to make any exclusions.
E-RATER GRAMMAR CHECK LAYER

The e-rater grammar feedback technology, developed by ETS®, automatically checks submissions to an assignment for grammar, usage, mechanics, style and spelling errors; providing in-depth feedback with on paper marks.