

HOW TO SUBMIT A FILE TO A TURNITIN ASSIGNMENT

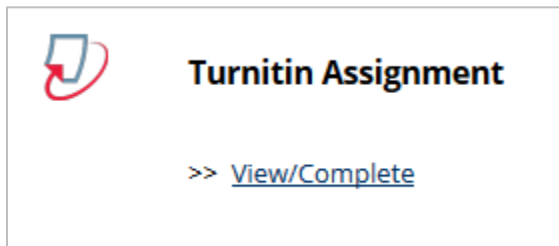
Submitting a file to a Turnitin assignment is similar to a Blackboard assignment. Turnitin will require a few steps to complete the submission process. To submit a file to a Turnitin assignment, locate the assignment in your course.

Turnitin assignments contain the following icon:





VIEW TURNITIN ASSIGNMENT

To start the file submission process, click **View/Complete**.





TURNITIN ASSIGNMENT INBOX PAGE

The assignment contains the name of the assignment as well as its file submission start date, due date, and the post date. The post date is the time when assignment feedback and scores become available to students. After submitting a file, return to the assignment inbox to view the similarity score.

View additional assignment information by hovering over the  icon. If a rubric is available for the assignment, click the  icon to view the rubric.

Click **Submit** to attach and submit a file.

Assignment Inbox: BB Training 2018_210168_1						
	Info	Dates			Similarity	
Turnitin Assignment	 	Start	14-Sep-2018	8:00AM	<input type="button" value="Submit"/> <input type="button" value="View"/> <input type="button" value="Download"/>	
		Due	14-Sep-2018	11:59PM		
		Post	16-Sep-2018	5:00PM		

STEP 1 - ATTACH FILE

ENTER FILE INFORMATION

On the next page, enter your first name, last name and a title for your submission.

Submit: [Single File Upload](#) ▾


First name


Last name

Submission title

ATTACH FILE

Click **Choose from this computer** to attach a Word or PDF formatted file from your computer.





FOR MORE INFORMATION ON ACCEPTABLE FILE TYPES, [VISIT TURNITIN'S SUPPORT PAGE.](#)

UPLOAD

Click **Upload** to upload your file.

PLEASE WAIT FOR THE FILE UPLOAD PROCESS TO COMPLETE.

Submit: [Single File Upload](#) ▾ STEP ● ○ ○

First name

Last name

Submission title

[What can I submit?](#)

We take your privacy very seriously. We do not share your details for marketing purposes with any external companies. Your information may be shared with our third party partners ONLY so that we may offer our service.

STEP 2 - CONFIRM FILE SUBMISSION

On the next page, verify that the correct file was uploaded to the correct Turnitin assignment and course. Once verified, click **Confirm**.

PLEASE WAIT FOR THE FILE SUBMISSION PROCESS TO COMPLETE.

Submit: Single File Upload
STEP ● ● ●

Please confirm that this is the file you would like to submit...

Author:
Elmer Fudd

Assignment title:
Turnitin Assignment

Submission title:
EFudd_Assignment1

File name:
EFudd_Assignment1.docx

File size:
14.11K

Page count:
1

Word count:
303

Character count:
1713

«
Page 1
»

Lorem Ipsum

"Nunc prore quisquam est qui dolorem ipsum quia dolor sit amet, consectetur, adipisci velit."

"There is no one who loves pain itself, who seeks after it and wants to have it, simply because it is pain."

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vivamus libero diam in tempus interdum. Quisque eu purus vel ligula fringilla faucibus. Donec suscipit sit amet nisi et lectus. Morbi magna nisi, tincidunt vitae nisi non, nulla condimentum dolor. Phasellus lobortis ultricies iaculis. Sed volutpat magna a tempus lectus. Nam pretium, sem sed consectetur dignissim, orci varius molestie nisi, sed molestie nulla nunc sit. Donec ultricies, sapien ac convallis lectus, mi quam pellentesque orci. In rutrum arcu lectus in orci. Sed non condimentum justo. Etiam faucibus, orci sed sagittis dignissim, ipsum nisi accue magna. Id tincidunt nibh leo in eu.

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Cras tincidunt in egestas justo. Pellentesque eget tempus nibh, nec lectus nisi. Integer in imperdiet nulla. Quisque et enim orci. Cras pellentesque, justo ac tempus pharetra, velit tincidunt egestas, tempus, sed ultricies leo elit nec, ligula. Etiam tempus maximam pellentesque. Phasellus aliquet sed amet maximam interdum. Nullam eget consectetur nisi. Praesent vestibulum hendrerit viverra. Duis sed felis velit. Pellentesque eget gravida dui. Duis quam hendrerit orci, sed sodales quam. Donec tincidunt nec in a porta. Duis pulvinar, massa fringilla dignissim cononectur, dui mi lectus lectus, non volutpat orci nibh in sagittis.

We take your privacy very seriously. We do not share your details for marketing purposes with any external companies. Your information may be shared with our third party partners ONLY so that we may offer our service.

Confirm
Cancel

STEP 3 - FINISH

Once the file submission process finishes, a message will display at the top of the window to confirm the file submission. Turnitin assigns a unique submission ID to all file submissions. Submission IDs prove that a file submission was completed.

Click **Return to assignment list** to return to the Turnitin assignment inbox page.

TURNITIN WILL [EMAIL](#) THE SUBMITTER A DIGITAL RECEIPT TO CONFIRM THAT A FILE WAS SUBMITTED.

Submit: Single File Upload
STEP ●●●

Congratulations - your submission is complete! This is your digital receipt. You can print a copy of this receipt from within the Document Viewer.

Author:
Elmer Fudd

Assignment title:
Turnitin Assignment

Submission title:
EFudd_Assignment1

File name:
EFudd_Assignment1.docx

File size:
14.11K

Page count:
1

Word count:
303

Character count:
1713

Submission date:
14-Sep-2018 12:19PM (UTC-0700)

Submission ID:
1002073900

«
Page 1
»

Lorem Ipsum

"Neque porro quisquam est qui dolorem ipsum quia dolor sit amet, consectetur, adipisci velit..."

"There is no one who loves pain itself, who seeks after it and wants to have it, simply because it is pain..."

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vivamus libero diam eu tempus interdum. Quisque ex purus vel ligula fringilla faucibus. Donec suscipit sit amet eod et lectus. Morbi nunc nisi, faucibus vitae ante non, mollis condimentum dolor. Phasellus lobortis ultricies iaculis. Sed volutpat magna a tempus lacus. Nam pretium, sem sed consectetur dignissim, nisi velit euismod nisi, sed molestie nulla nunc sit amet. Donec ultricies, nunc ac commodo lacus, mi quam pellentesque nisi, in rutrum arcu lectus in urna. Sed non condimentum justo. Etiam facilisis, ornare sed nuncius dapibus, ipsum nisi tristique magna, id faucibus nibh leo in eu.

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Cras tunc in egestas justo. Pellentesque eget tempus nibh, nec lacus enim. Integer in imperdiet nulla. Quisque et enim enim. Cras pellentesque, justo ac tempus pharetra, velis tempus egestas tempus, sed ultricies leo elit nec, ligula. Etiam tempus maximus pellentesque. Phasellus aliquet sed ante maximus tristique. Nullam eget consectetur risus. Praesent convallis hendrerit viverra. Duis sed felis velit. Pellentesque eget gravida dui. Duis quis hendrerit orci, sed sodales quam. Donec blandit nec in a porta. Duis pulvinar, massa fringilla dignissim consectetur, dui eu lacus lacus, non volutpat erat nibh in sapien.

We take your privacy very seriously. We do not share your details for marketing purposes with any external companies. Your information may be shared with our third party partners ONLY so that we may offer our service.

[Return to assignment list](#)

DIGITAL RECEIPTS

Turnitin assigns a unique submission ID for all file submissions. Submission IDs are located on the [lower-left section of the file submission page](#). In addition, Turnitin emails a digital receipt to you to confirm your file submission. This email also contains the submission ID.

The option to download a digital receipt is also available in the [Turnitin assignment inbox page](#).

See [appendix](#) to view samples of an [email](#) and downloaded digital receipt [PDF file](#).





REVIEWING AND RESUBMITTING A FILE

When returning to the Turnitin assignment inbox page, the options to resubmit a document, view grademark feedback and to download the digital receipt appear to the right.

Resubmit - If available, click to create a second file submission. Note that it may take up to 24 hours for Turnitin to generate a new similarity score.

View – Click to review the similarity report. After the post date, use this option to view instructor feedback and score.

Download – Click  to download a file submission’s digital receipt.

Assignment Inbox: BB Training 2018 _210168_1						
	Info	Dates	Similarity			
Turnitin Assignment	 	Start 14-Sep-2018 8:00AM Due 14-Sep-2018 11:59PM Post 16-Sep-2018 5:00PM	4%		Resubmit	View 

TROUBLESHOOTING

What do I do if I uploaded the wrong assignment to the wrong course?


Please contact your instructors regarding incorrect Turnitin file submissions. Also, contact [Academic Technology](#) to create a support ticket for Turnitin.

Academic Technology will require the following information:

- Course Name
- Turnitin Assignment Name
- File Name
- Submission ID

APPENDIX

DIGITAL RECEIPT - EMAIL



Mon 11/27/2017 8:37 AM

Turnitin No Reply <noreply@turnitin.com>

This is your Turnitin Digital Receipt

To Hugo Vega

Dear Hugo Vega_PreviewUser,

You have successfully submitted the file "Lorem Ipsum" to the assignment "Turnitin Assignment" in the class "Blackboard Training For Staff" on 27-Nov-2017 08:36AM (UTC-0800). Your submission id is 885715982. Your full digital receipt can be downloaded from the download button in your class assignment list in Turnitin or from the print/download button in the document viewer.

Thank you for using Turnitin,

The Turnitin Team

DIGITAL RECEIPT - PDF FILE



Digital Receipt

This receipt acknowledges that **Turnitin** received your paper. Below you will find the receipt information regarding your submission.

The first page of your submissions is displayed below.

Submission author: Elmer Fudd
 Assignment title: Turnitin Assignment
 Submission title: EFudd_Assignment1
 File name: EFudd_Assignment1.docx
 File size: 14.11K
 Page count: 1
 Word count: 303
 Character count: 1,713
 Submission date: 14-Sep-2018 12:19PM (UTC-0700)
 Submission ID: 1002073900

Lorem Ipsum

"Neque porro quisquam est qui dolorem ipsum quia dolor sit amet, consectetur, adipisci velit..."

"There is no one who loves pain itself, who seeks after it and wants to have it, simply because it is pain..."

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vivamus lobortis diam eu tempus interdum. Quisque eu purus vel ligula fringilla faucibus. Donec suscipit sit amet nisi et lectus. Morbi augue orci, trisidant vitae ante non, mattis condimentum dolor. Phasellus lobortis ultricies aculis. Sed veliquit magna a tempus lacuna. Nam pretium, sem sed consectetur dignissim, orci velit molestie nisi, sed molestie nulla neque vitae ex. Donec ultricies, sapien ac commodo lectus, mi quam pellentesque orci, in rutrum arcu lectus in urna. Sed non condimentum justo. Etiam faucibus, enim sed sagittis dapibus, ipsum orci auctor magna, id trisidant nibh leo in ex.

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