Submitting an assignment to TurnItIn

Within your course, you will see a TurnItIn Assignment Submission Area. This may be identified as the name of the assignment. In this example, we have called the submission area "TurnItIn Assignment Area".

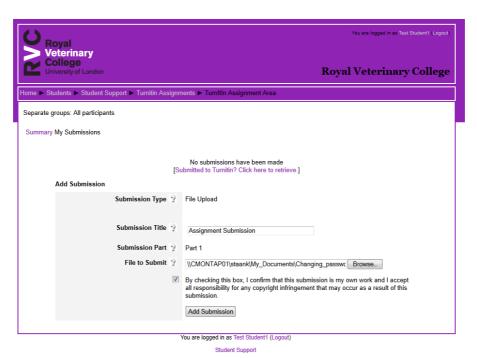If you click on this area, you will be re-directed to the submission area.

Click on My Submissions and you will be directed to the area where you can upload your assignment
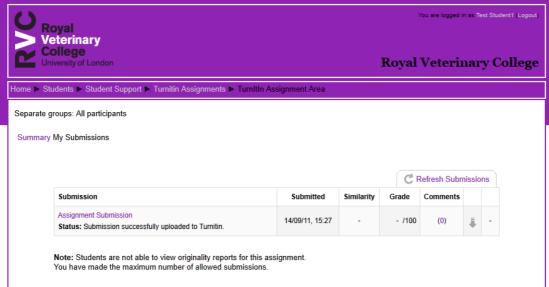
In the submission title, you need to enter the name of the Assignment that has been set to you.

You can then locate your assignment by selecting "Browse" under the Files to Submit. Once you have selected your document and entered a submission title you need to check the box, to agree to the terms and conditions of TurnItIn.

Click Add Submission
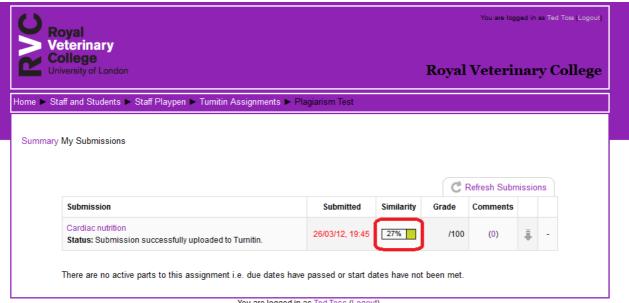
You will see that the assignment has been successfully submitted. You will receive an e-mail digital receipt of your submission, along with a copy of the first page of the assignment that you have submitted.

Your assignment has now been submitted to TurnItIn.
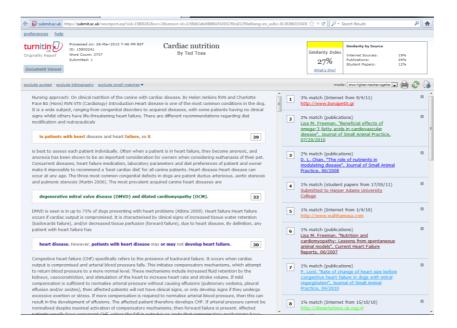
To view your OSI Report, click on My Submissions.

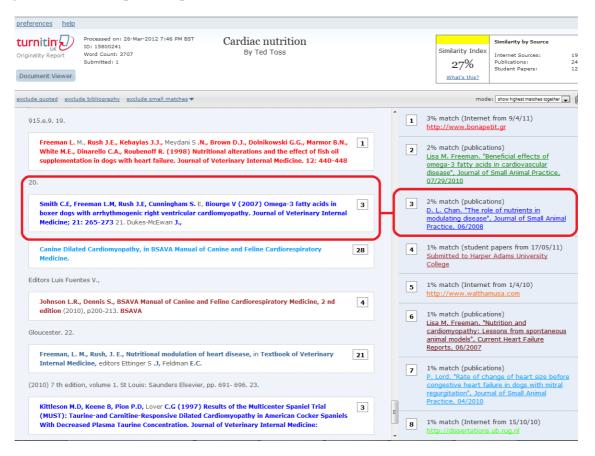Click on the Similarity figure which will open the OSI report.

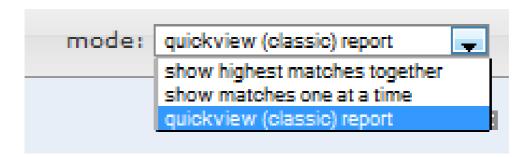A new page should open with the OSI report generated:

On the right hand side you can see a Match Overview.

If you click the number on the left hand side, the document will scroll to the area where plagiarism has been picked up.

You have the option to view the report in three different formats by clicking on "mode".

The default setting is to show highest matches together.

You also have the option to print, refresh or download your report.