Northwest Online and TurnItIn.com

Spring 2017

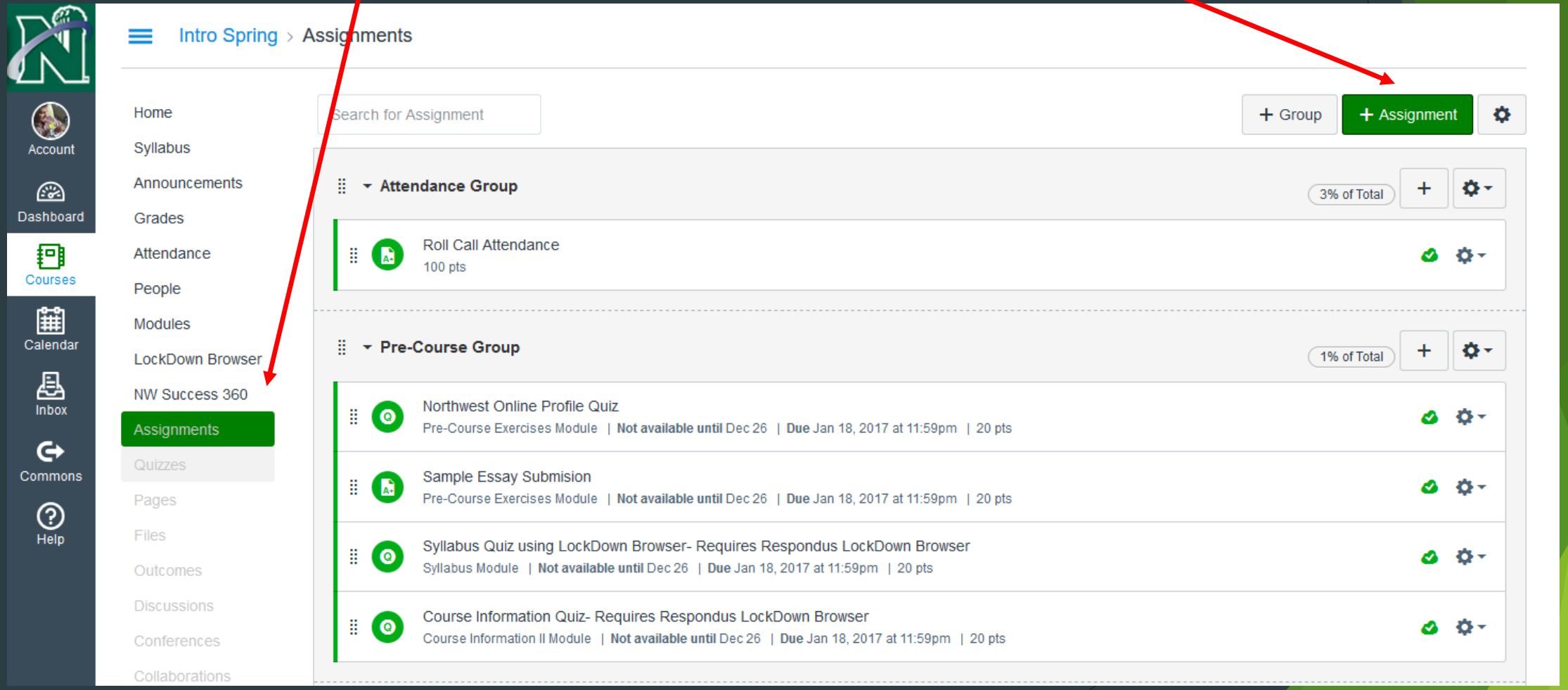
Northwest Online
and TurnItIn.com

Step One: How to create an assignment

How to create an assignment

Go to Assignments using the Assignment Button.

Click on the ‘Create Assignment’ Button.



How to create an assignment

On the ‘Create New Assignment’ Page add:

Title of Assignment

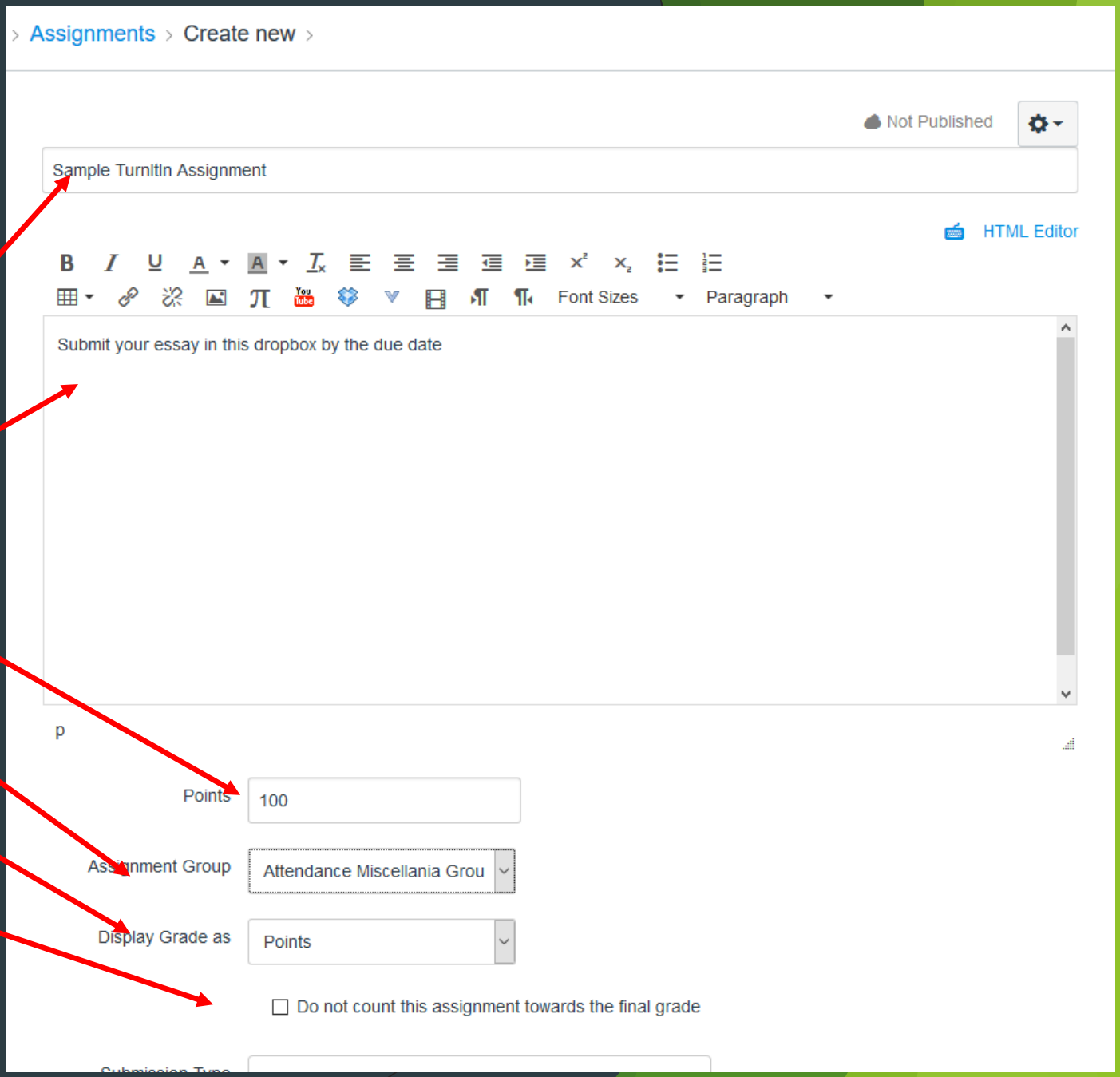
Instructions

Point Value

Assignment Group (if you use groups)

Grade Display Type

Used in Final Grade Calculations



How to create an assignment

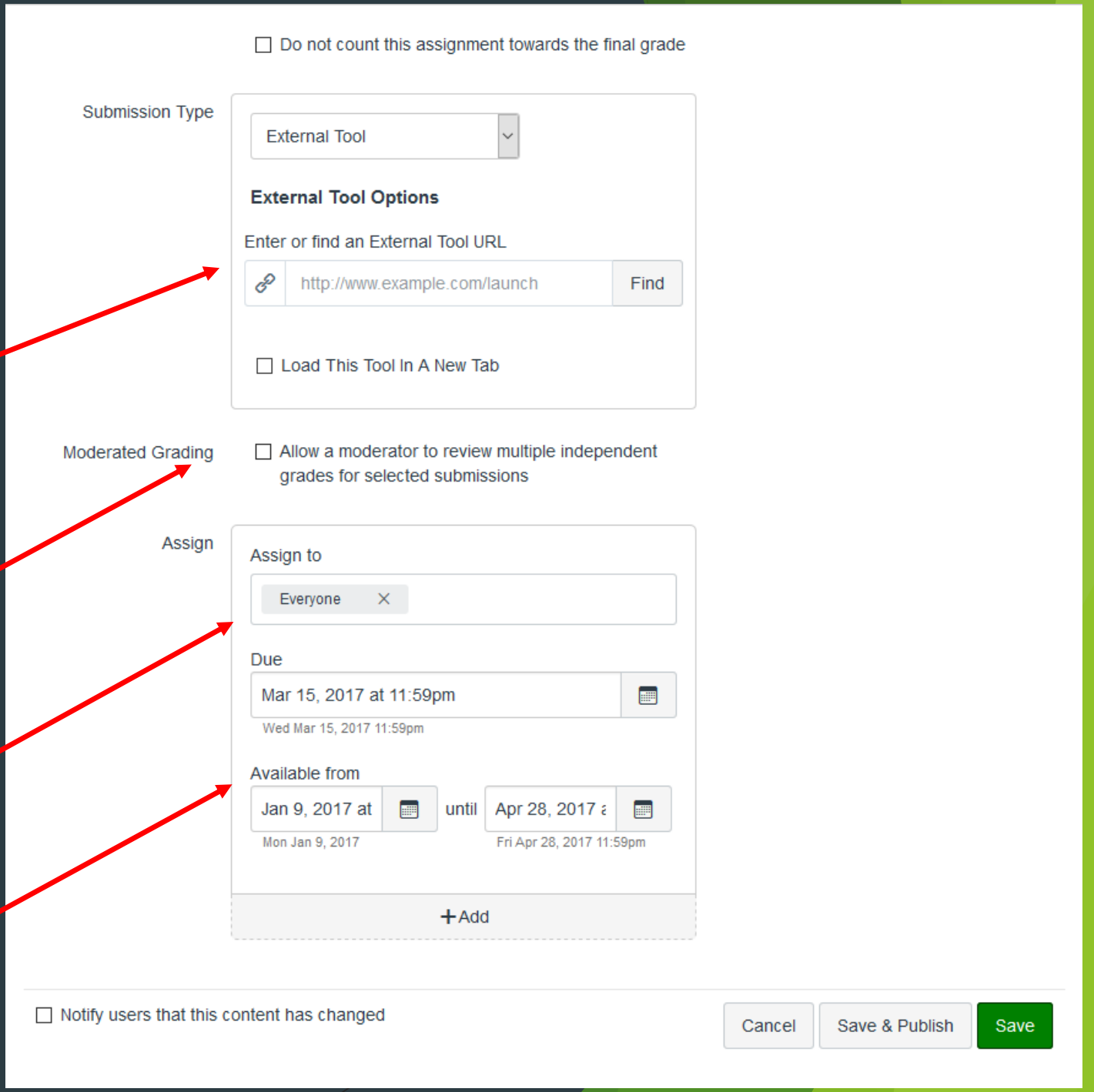
On the ‘Create New Assignment’ Page add:

External Tool Option
(next page of PPT)

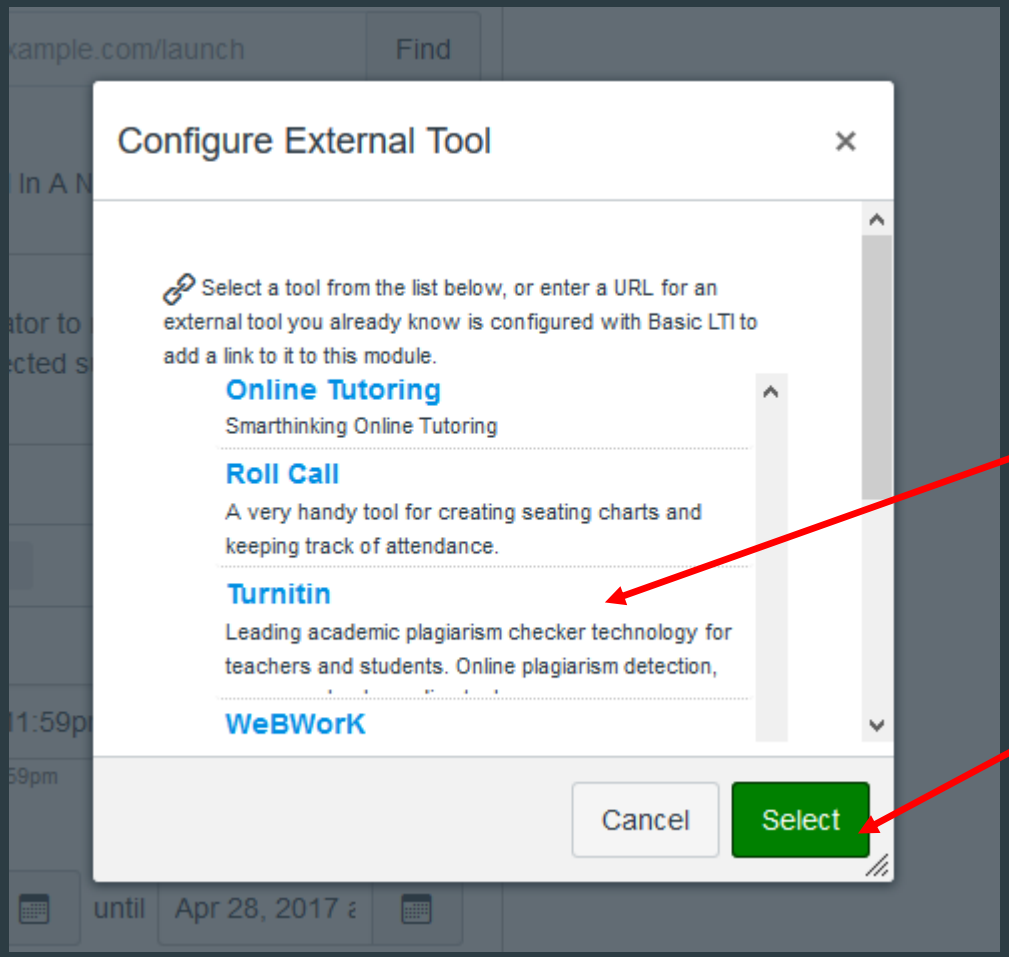
Moderated Grading Option

Who submits assignment

Dates
(Availability Option)



How to create an assignment



On the ‘External Tool’ Page:

Scroll down and find the TurnItIn.com external tool entry.

Highlight by clicking on tool

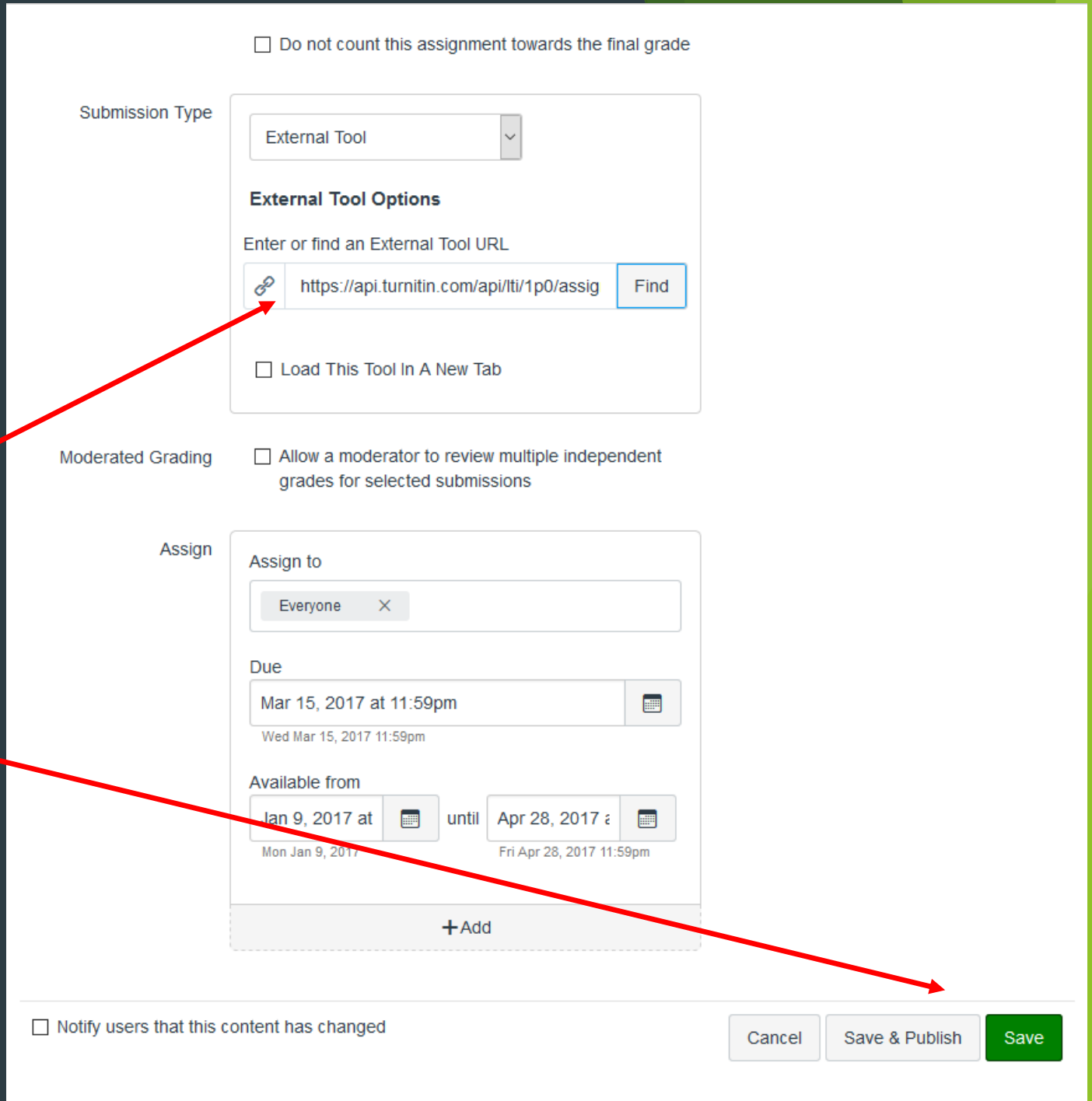
Click Select

How to create an assignment

You are returned to ‘Create New Assignment’ Page

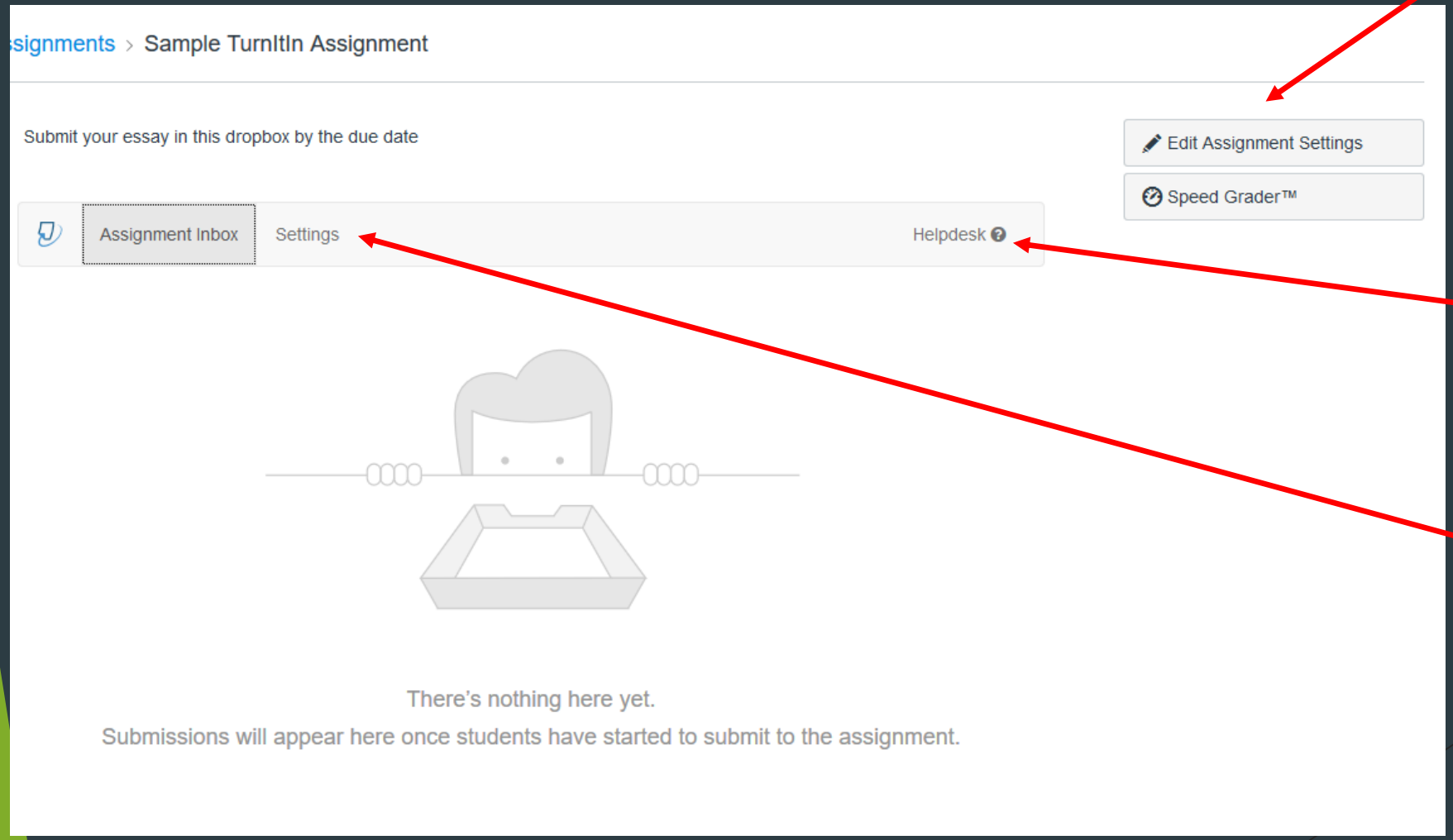
External Tool Option
is now visible

When satisfied with your setup settings click ‘Save’ or ‘Save and Publish’.



How to create an assignment

You will now see the assignment page.



To re-edit your assignment settings, click on the 'Edit Assignment Settings'

Helpdesk button takes one to TurnItIn.com help and resource page.

To check or edit special TurnItIn.com settings, click on 'Settings' button. (Next page in PPT)

How to create an assignment

Special TurnItIn.com Settings

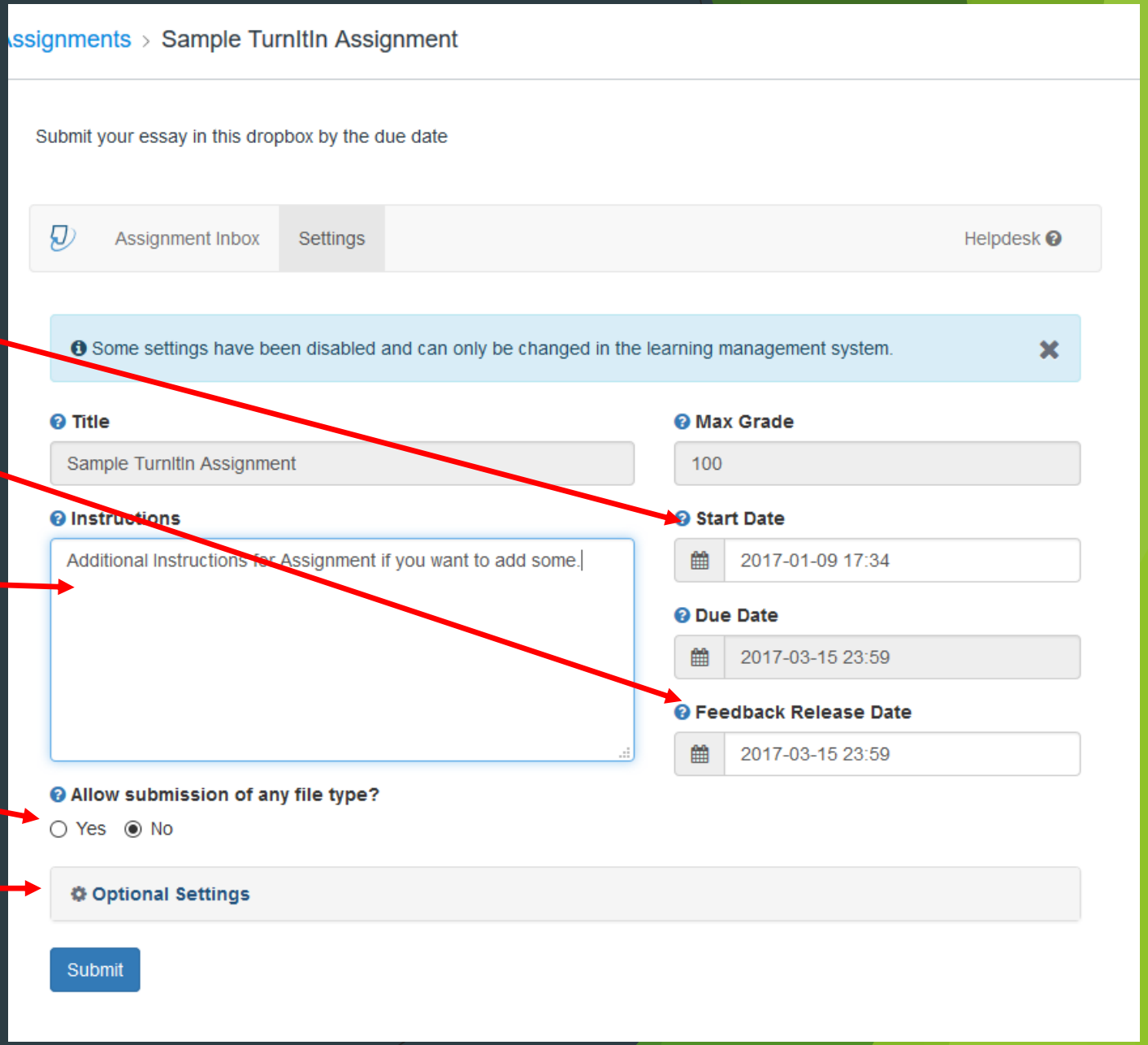
Check Start Date
(usual default is day/time of creation)

Check Feedback Release Date
(usual default is due date)

Additional Instructions
(optional – appears on submit page)

Submission Types

Optional Settings
(Next PPT Screen)



How to create an assignment

Special TurnItIn.com Optional Settings

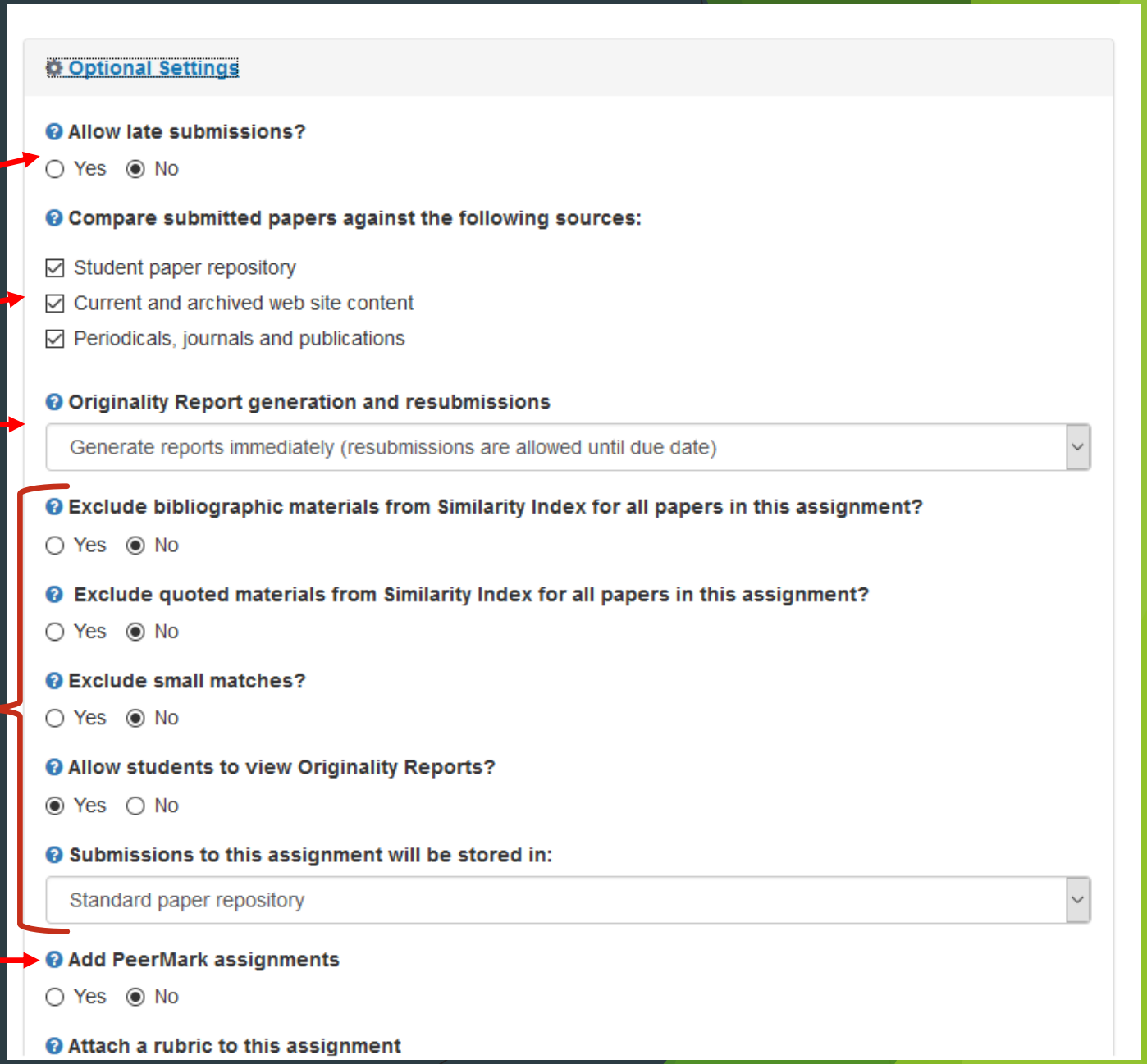
Late Submissions

Sources for comparison

Resubmissions

Various Setting Options

Peer Grading via TurnItIn.com



How to create an assignment

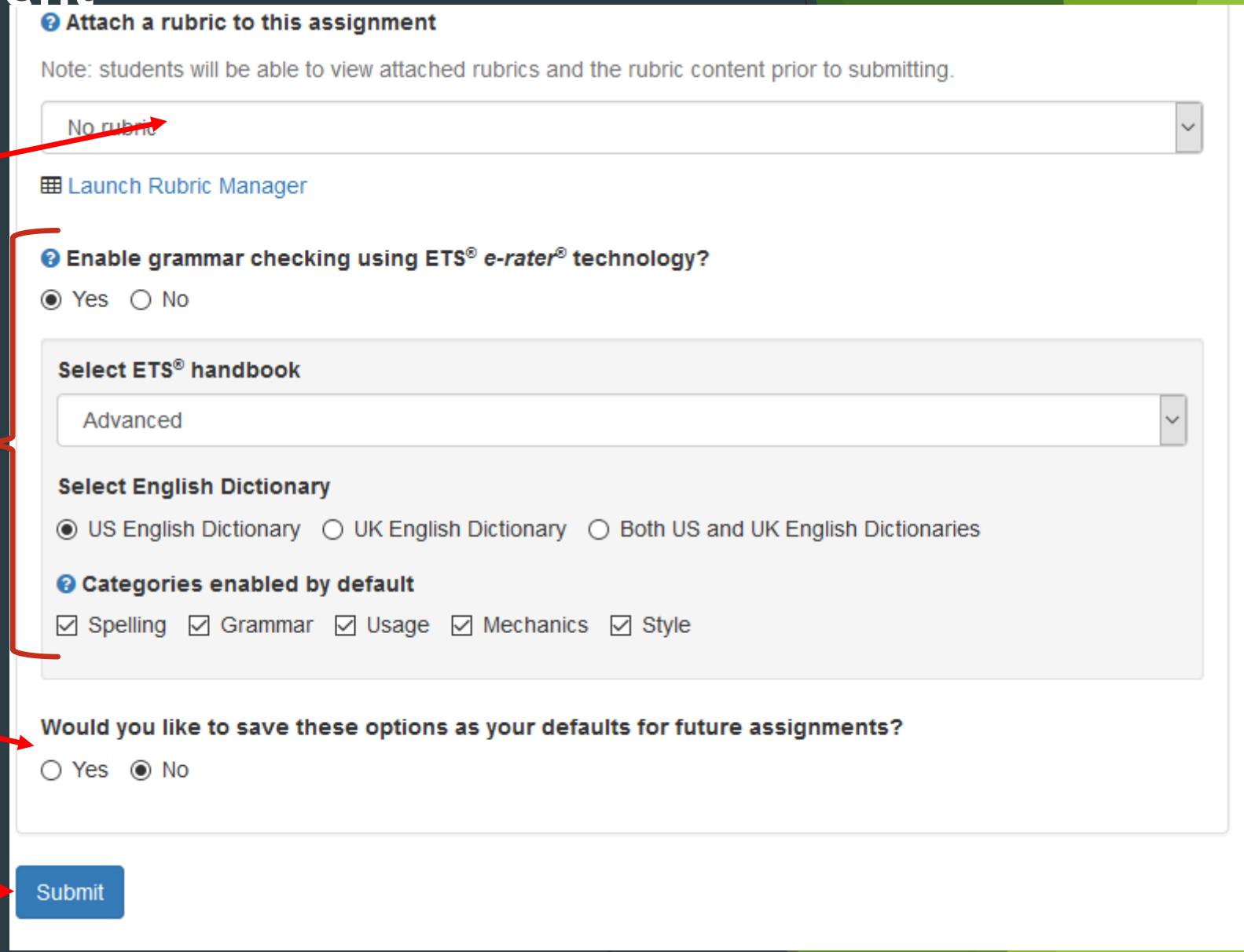
Special TurnItIn.com Optional Settings

Rubric for TurnItIn.com
(Note: this is different from Canvas Rubrics)

Various Grammar Setting Options

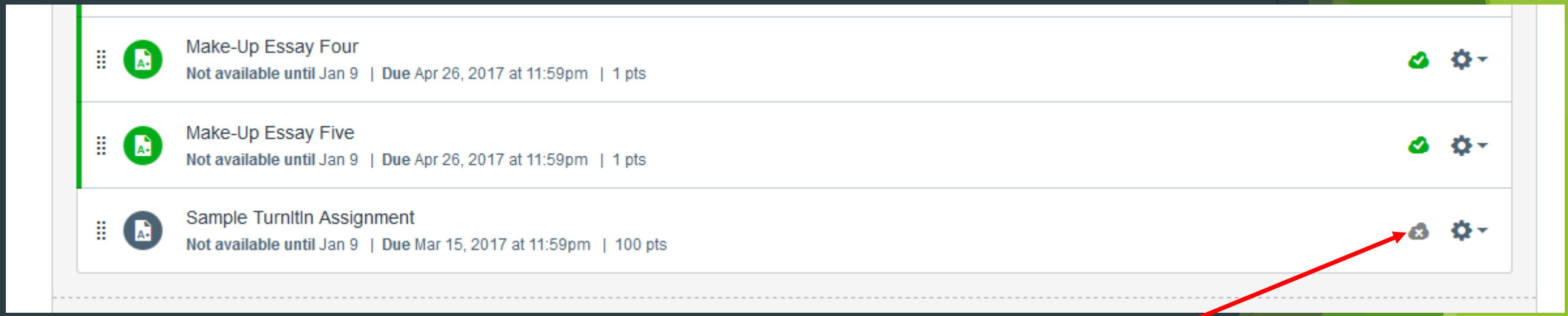
Default for future assignments

Submit



How to create an assignment

The TurnItIn.com assignment is now created and appears on the ‘Assignment Page’ of your Canvas Northwest Online site.



Don’t forget to ‘Publish’ the assignment or students will not see it.

Northwest Online
and TurnItIn.com

Step One: How to create and assignment

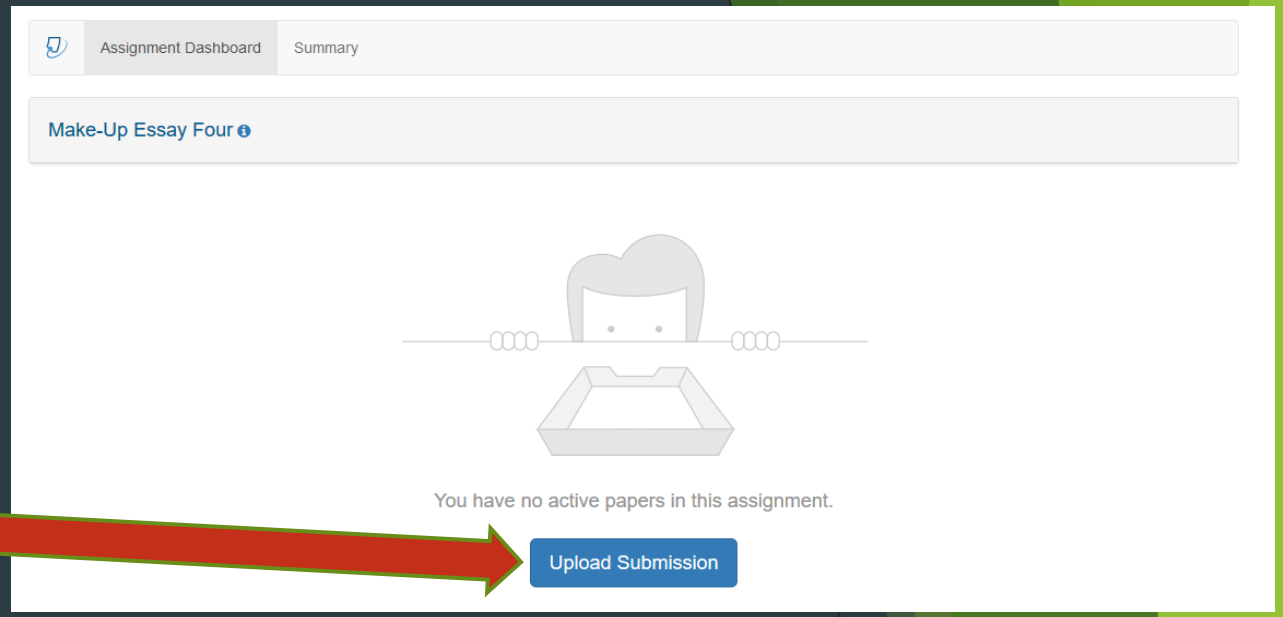
Step Two: The Student's View - Submission

Student View - Submission

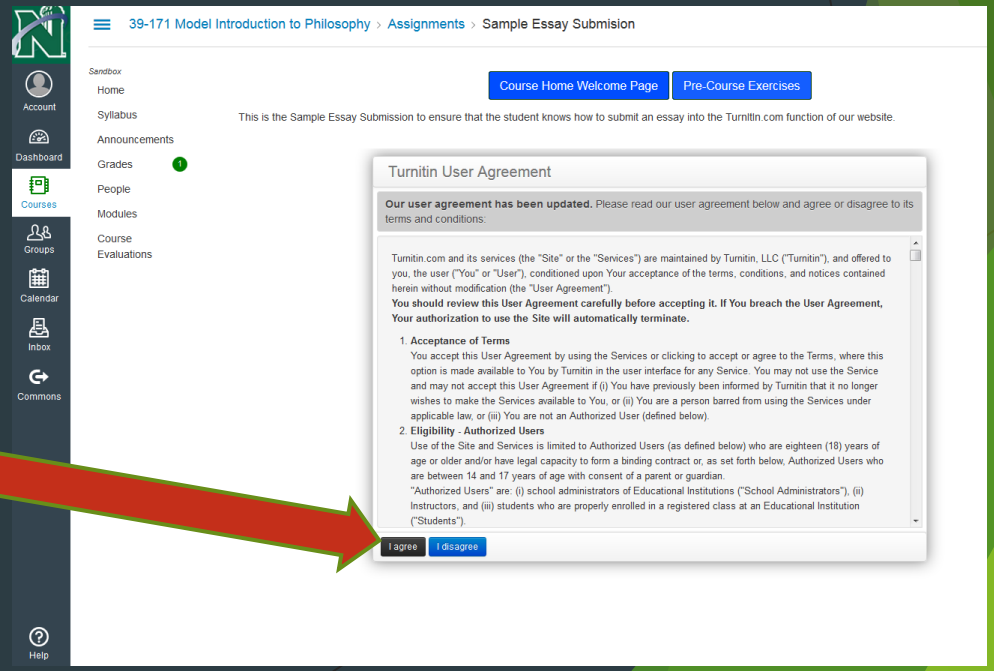
Students do not need to go to the TurnItIn.com website like Northwest students did in the past.

The Assignment Dashboard will look like this.

When ready to submit the essay, click on the upload submission button.

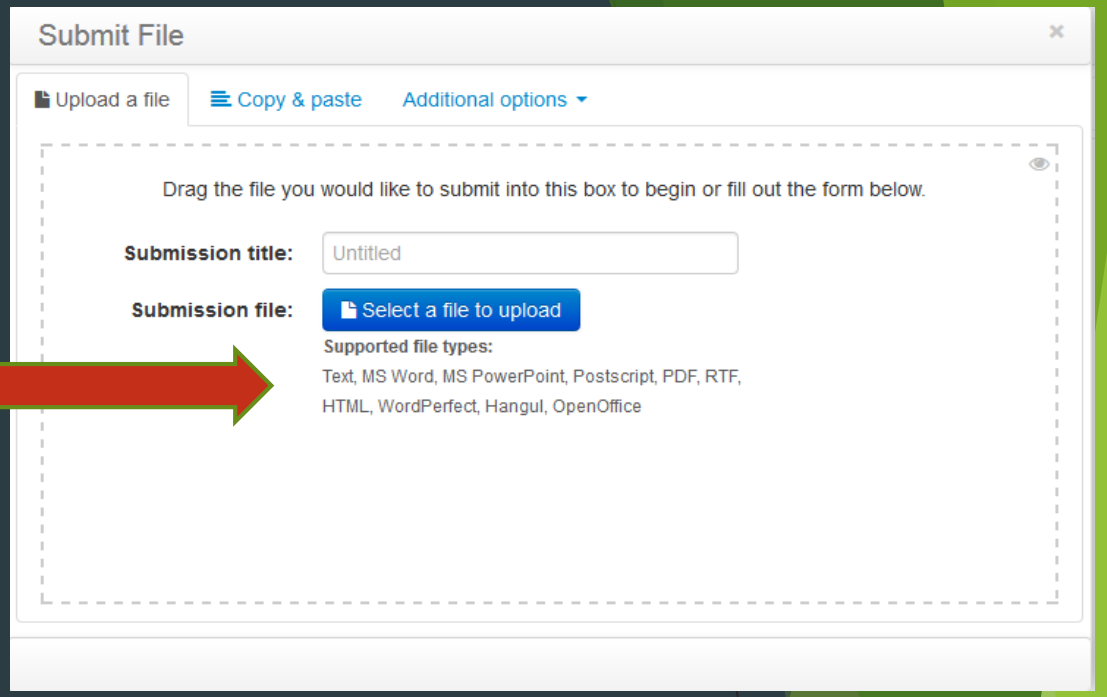


When a student first accesses an assignment which uses TurnItIn.com, s/he will encounter a user-end Agreement. Click 'I Agree'.

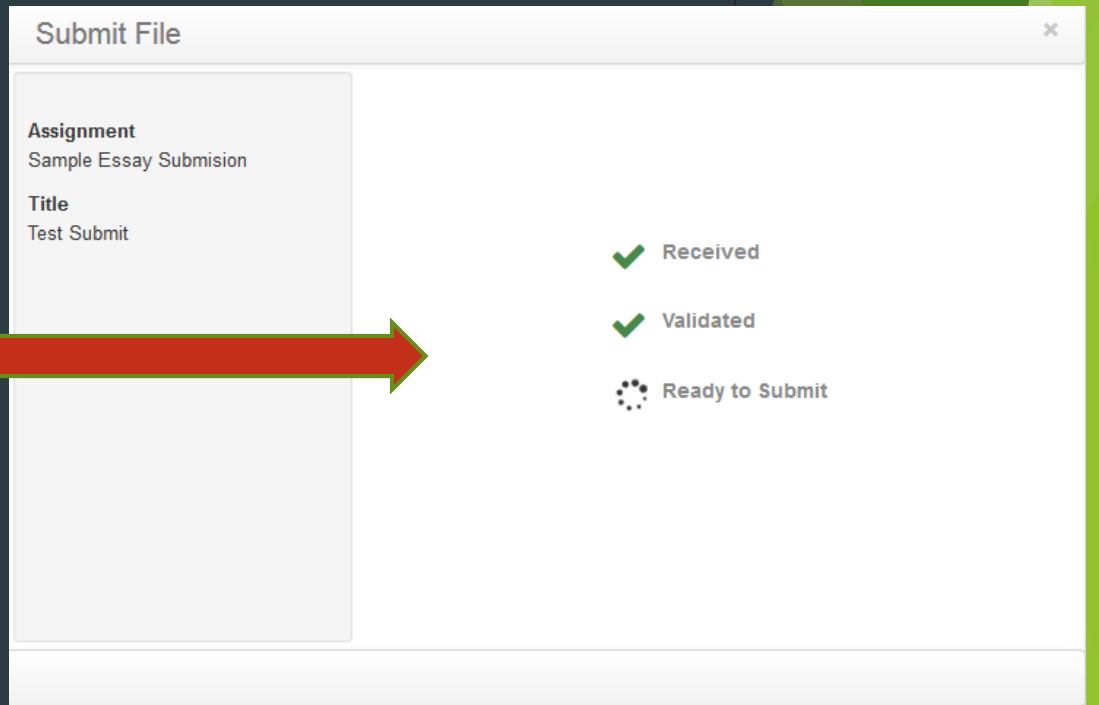


Student View - Submission

Once the student has clicked the Upload Submission Button, a Submit File pop-up screen will appear. Here she/he will add the submission's title and select the document from his/her computer files

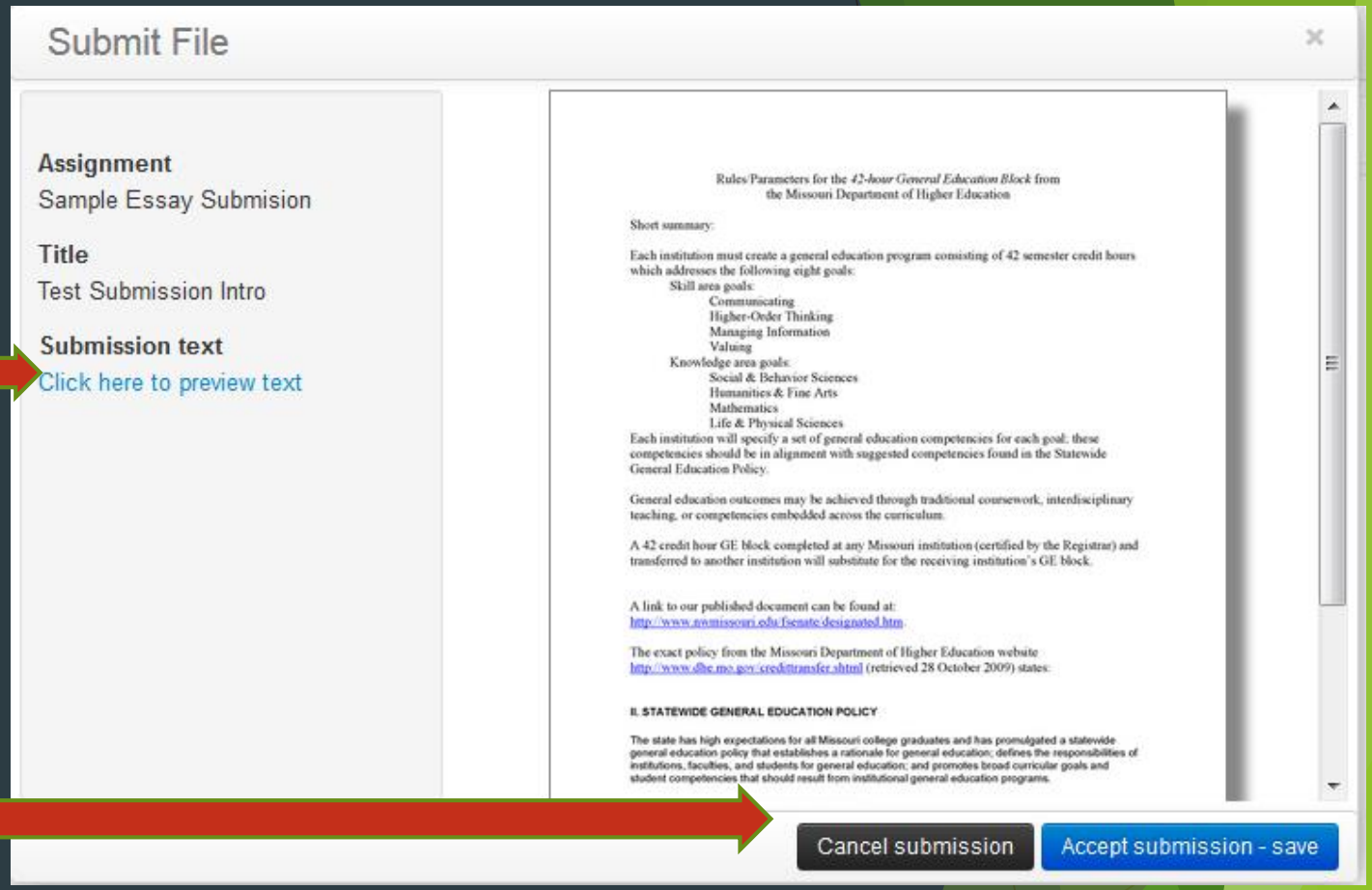


Once one begins the upload process, he/she will see it processed by the program.



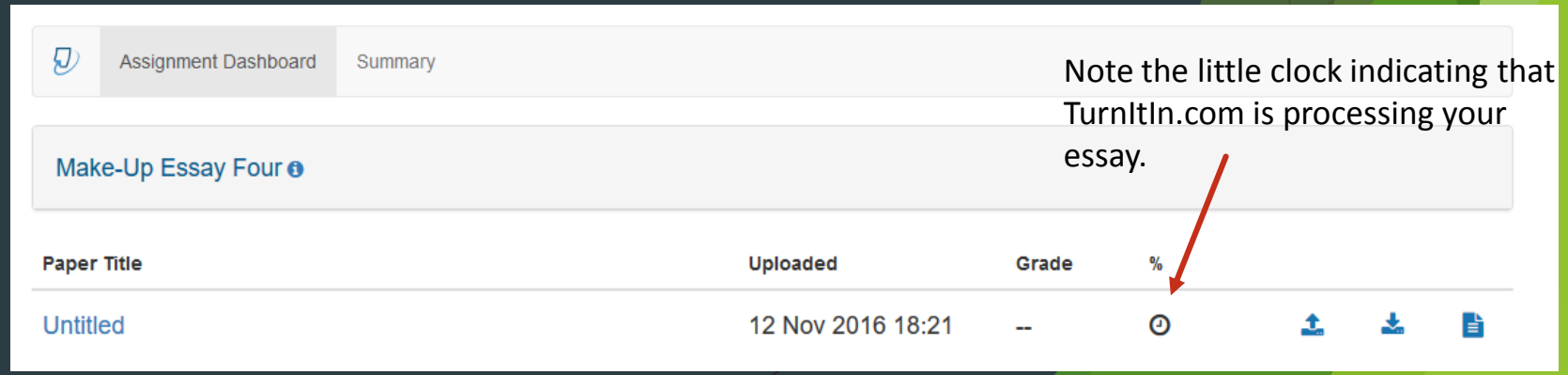
Student View - Submission

When the system is finished processing the essay, the student will see a page like this. Here the student can do a final preview of the essay prior to the final submission.



Once one is ready, click the 'Accept submission-save' to submit the essay to Northwest online.

After submission, the Assignment Dashboard will look like this with the submission Indicated.



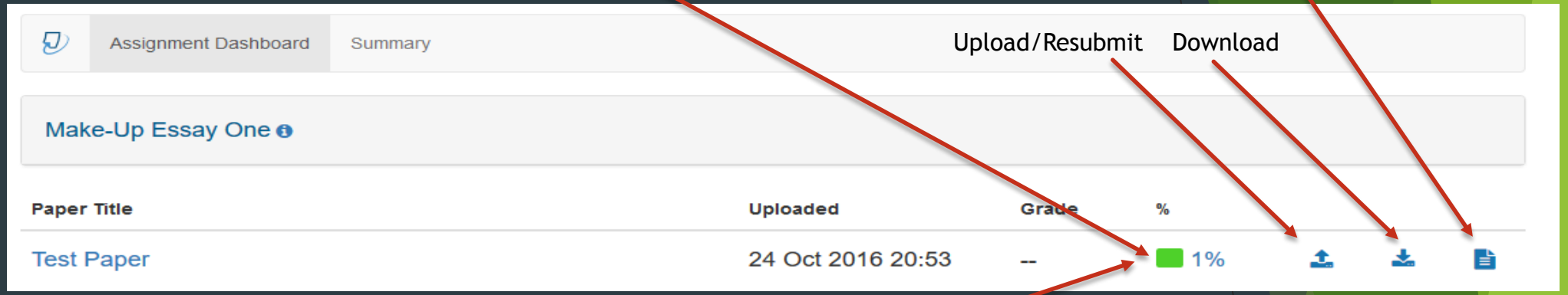
Note the little clock indicating that TurnItIn.com is processing your essay.

Student View - Submission

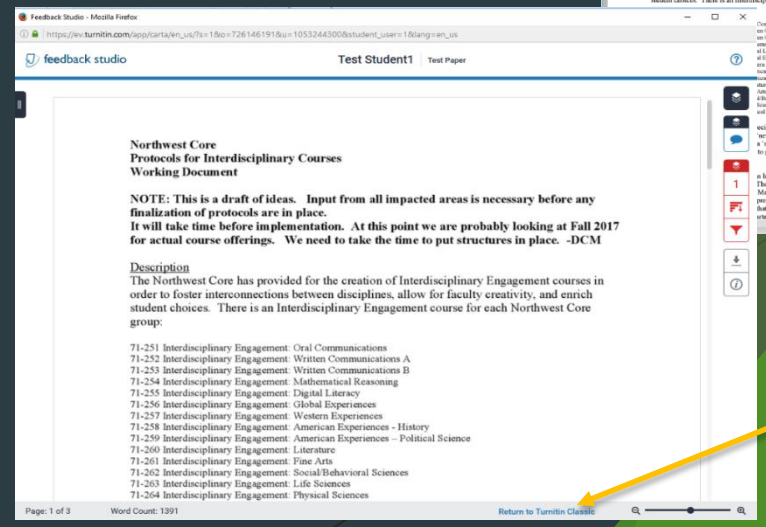
You will see a little colored shape and a percentage. This is your similarity (aka originality) index.

You can also download a digital receipt for your submission to ensure that your paper has been submitted.

Once TurnItIn.com is finished processing the essay, the dashboard will look like this.



It is recommended that each student review the essay for plagiarism or regurgitation issues prior to due date and if necessary make corrections and resubmit the essay. This is done by clicking on the similarity (aka originality) index. This will open TurnItIn.com's essay review function. There will be two possible views "Classic View" and the newer "Feedback Studio" view. I recommend the "Feedback Studio" view.



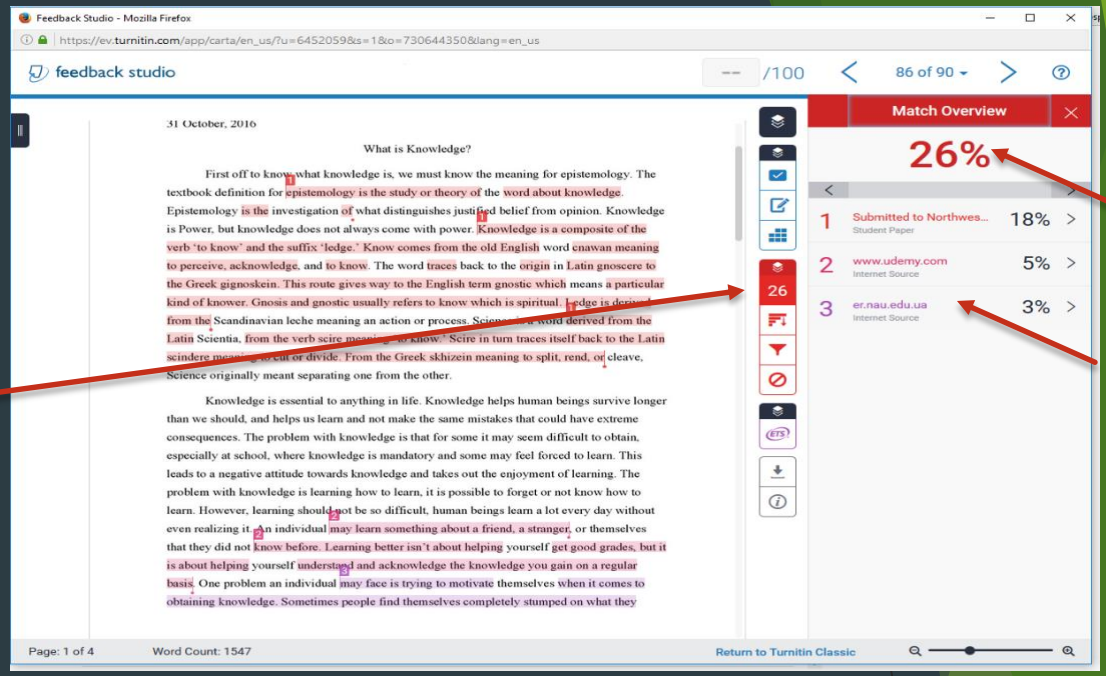
Older View

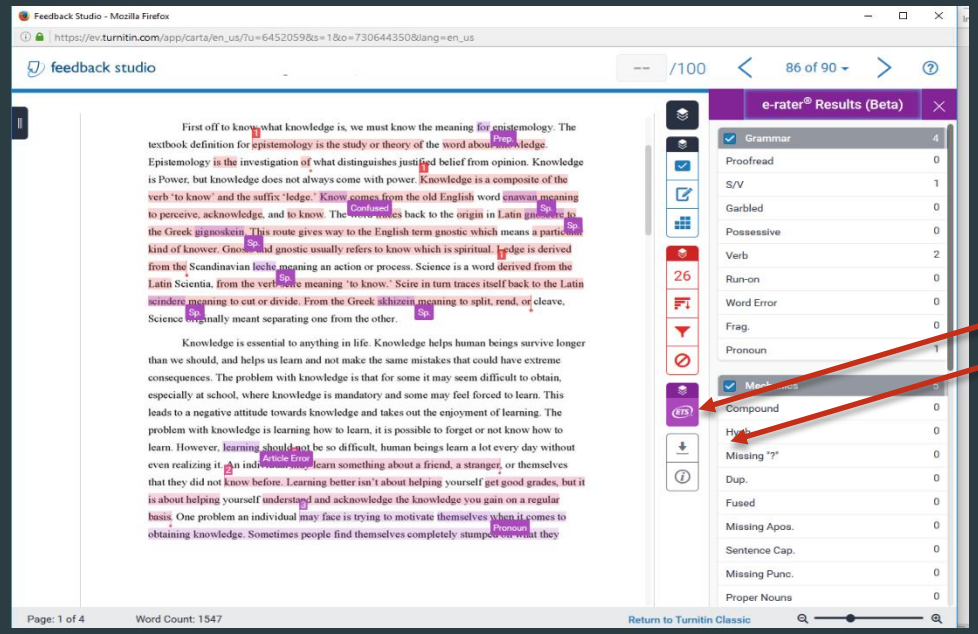
Toggle

Newer View

Student View - Submission

Click on the Similarity Index button and the full analysis of originality will open. It will provide the student with possible sources of the similarity. The student may want to fix these issues and resubmit the essay before the due date.





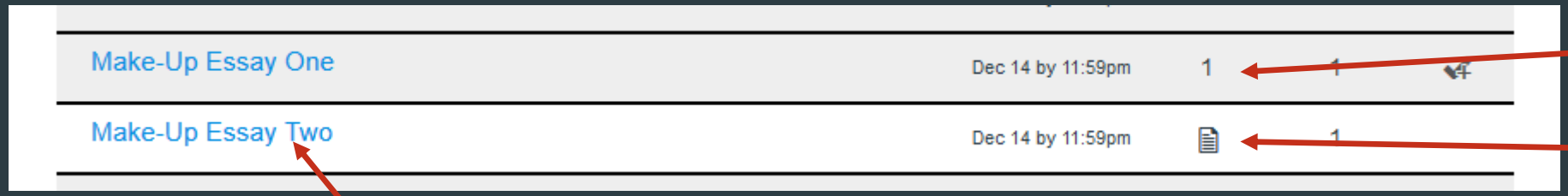
The student can also check grammar and other technical issues by clicking on the ETS button. You may wish to correct these and resubmit your essay before due date.

Essays and TurnItIn.com

Student Review of Essay *via* Gradebook

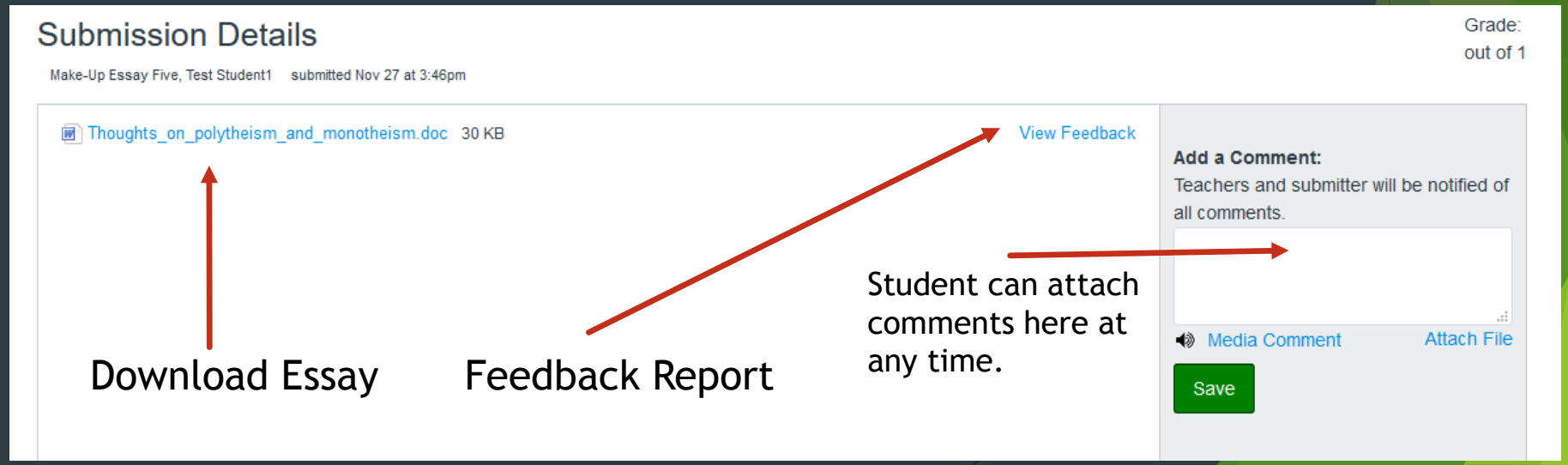
Besides the Feedback Studio system (accessed through the deposit page), the student may access the essay through the Canvas Northwest Online Gradebook which uses Canvas' built in tool called Crocodoc.

Once in the grade book, the student can see the essay item listed. Our focus here is on UNGRADED essays.



Click on the title of the essay assignment to open the submission details window

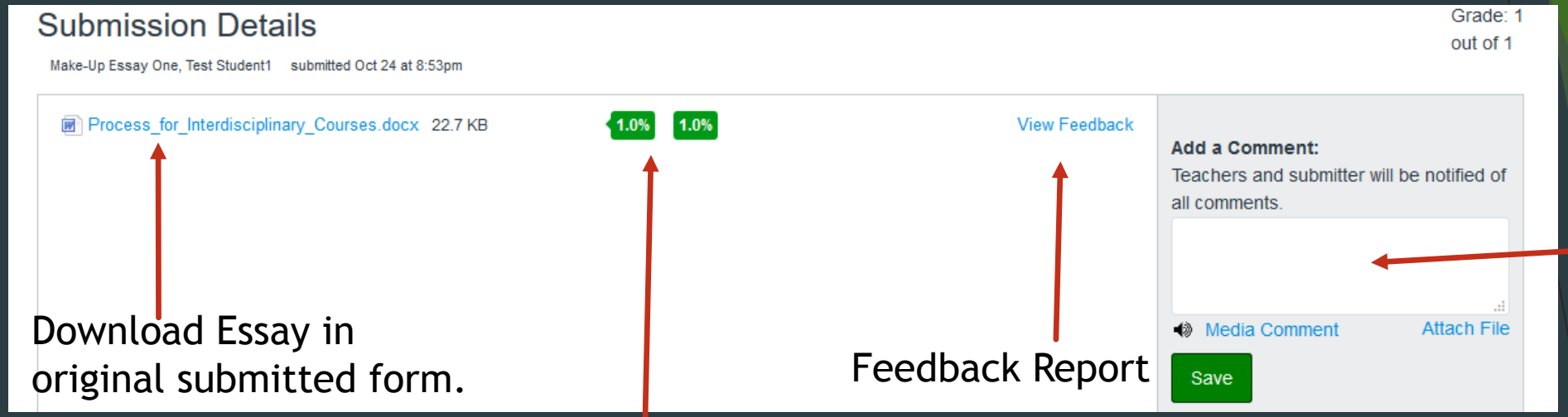
This view of the Submission Details is prior to the TurnItIn.com Similarity Index Report.



Essays and TurnItIn.com

Student Review of Essay *via* Gradebook

After TurnItIn.com has completed the Similarity Index report, the Submission Details page looks like this.



Download Essay in original submitted form.

The TurnItIn.com Similarity Index appears here.

Feedback Report

Student can attach comments here at any time.

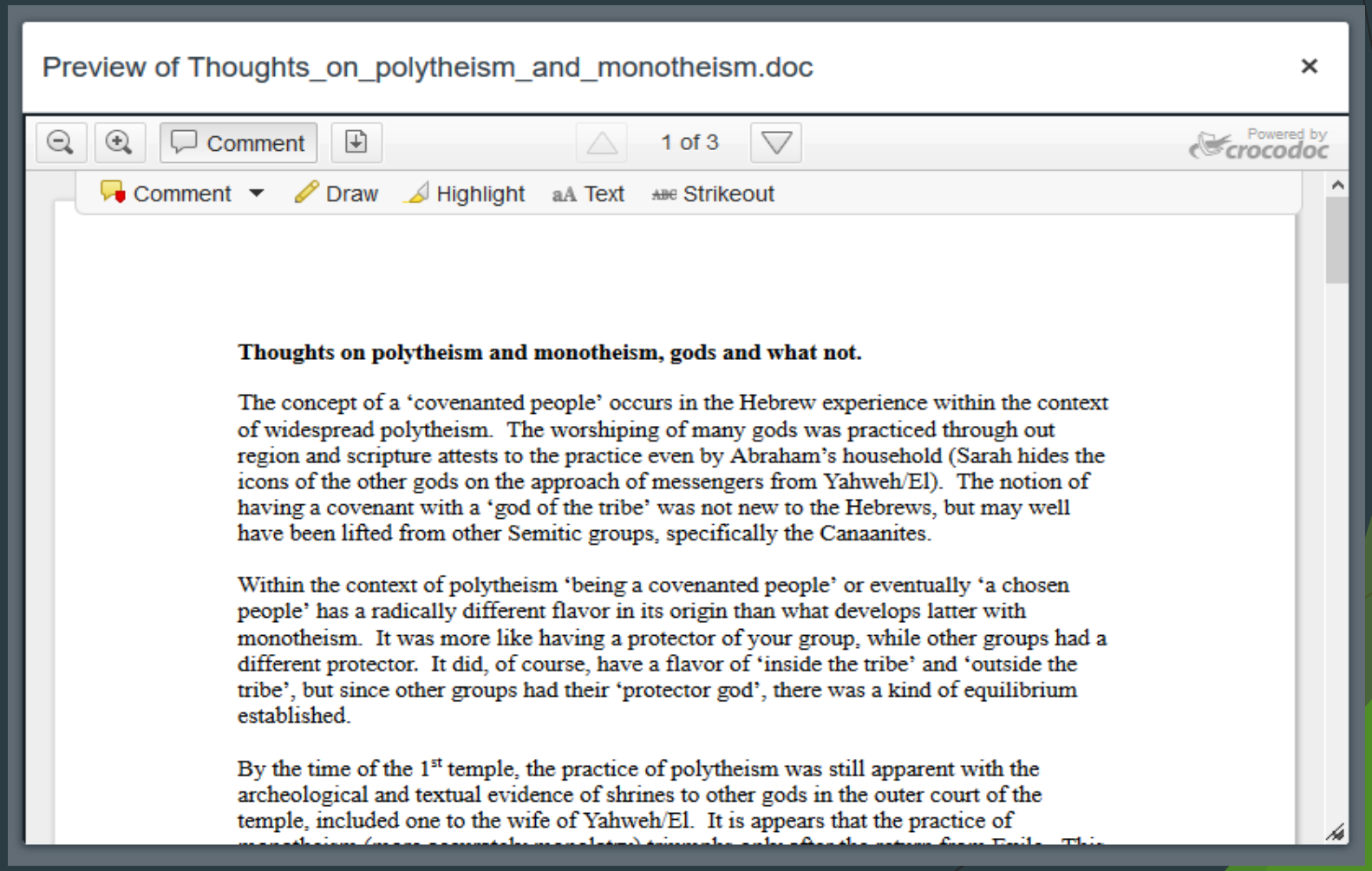
Caution: Students have reported that what is posted here does not always match what appears in the actual Similarity Index report with TurnItIn.com.

Clicking on the index seems as if it should give the detailed Similarity Index report, but it only returns to the course site Home Page. Hence, it is recommend to use the Feedback Studio option from the deposit page.

Essays and TurnItIn.com

Student Review of Essay *via* Gradebook

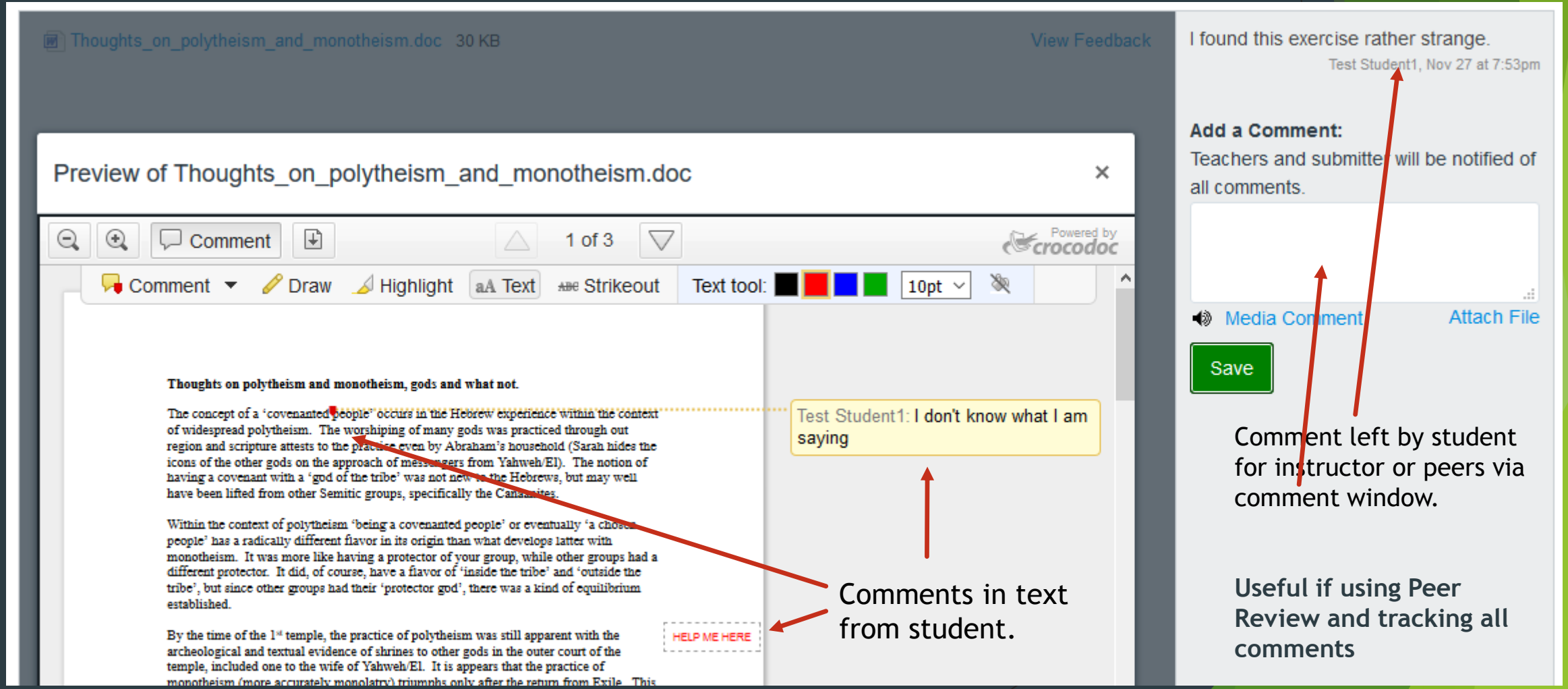
Clicking on the Feedback Report the student's essay opens in Crocodoc. Here the student can use the built-in tools to add comments, draw, highlight, add text comments, and strikeout text. Note: This will NOT modify the originally submitted document, but will allow interactive communication with instructor.



Essays and TurnItIn.com

Student Review of Essay *via* Gradebook

Hence the student can interact with his/her submitted essay EVEN PRIOR to evaluation by instructor.

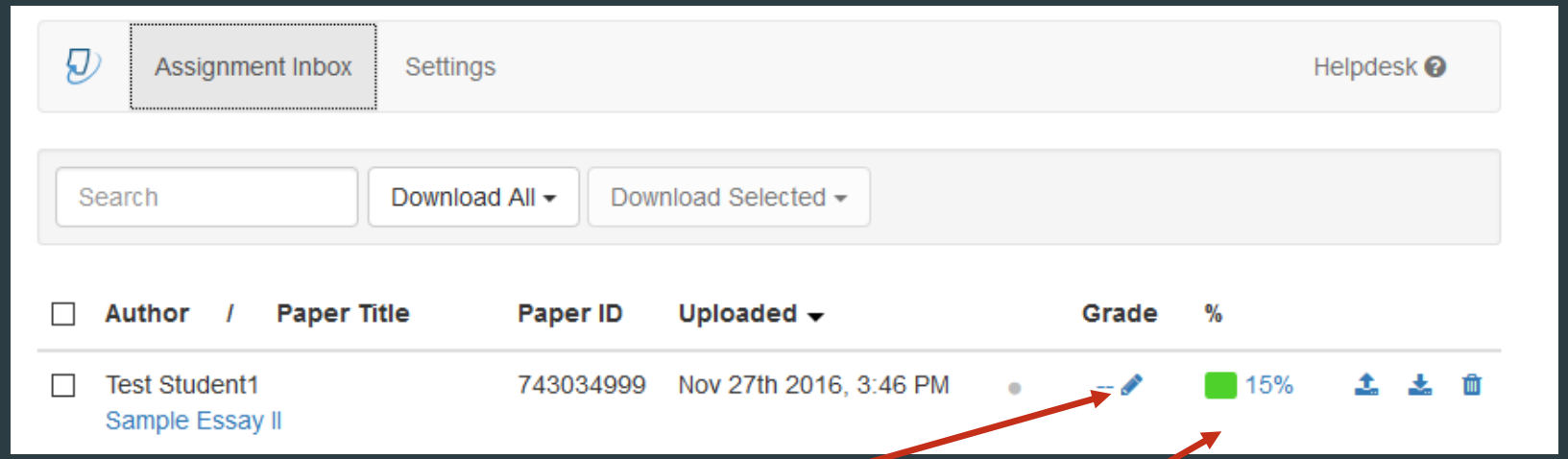


Northwest Online
and TurnItIn.com

Step One: How to create and assignment
Step Two: The Student's View - Submission
Step Three: Grading the Assignment

Grading the Assignment

Method One --- TurnItIn.com's grading tools called Feedback Studio

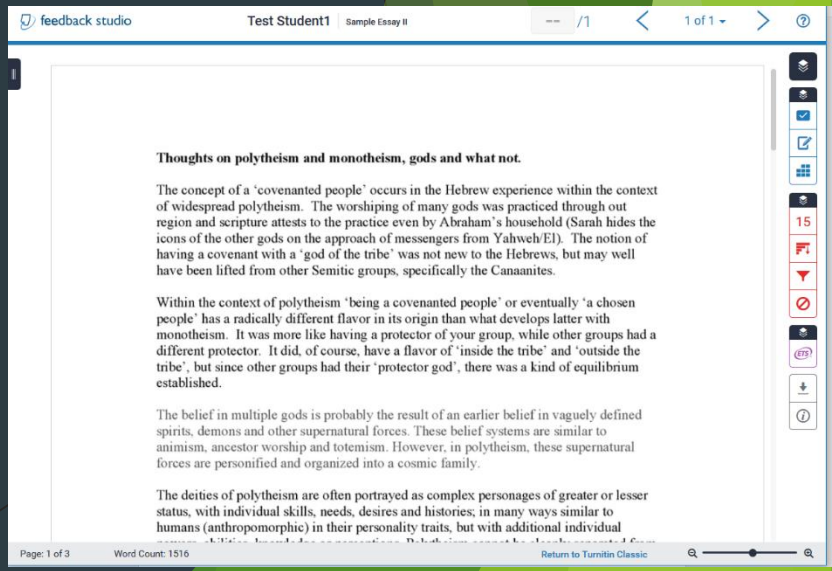


Open student essay by clicking on the title or the little pencil under Grade.

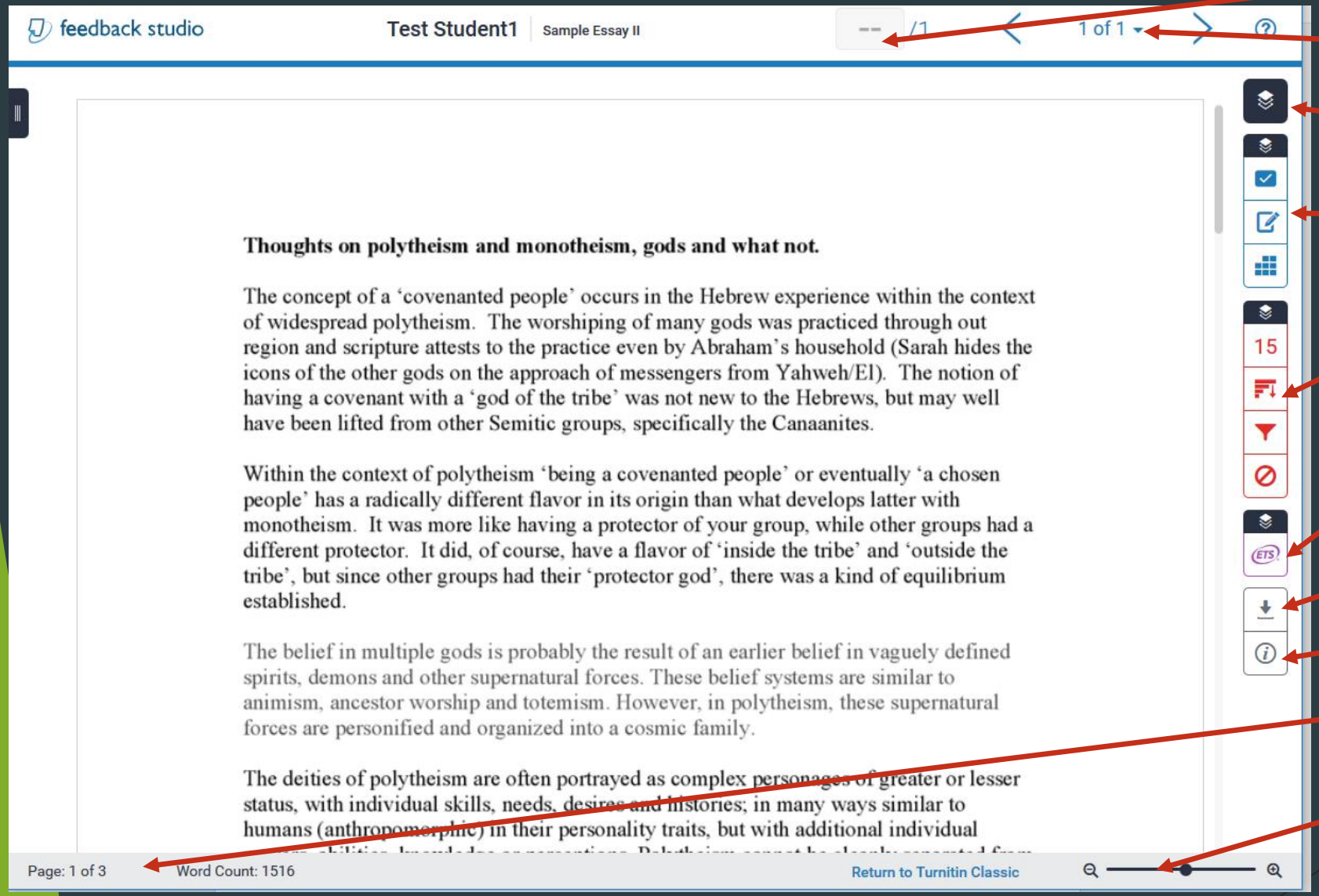
Open student essay to Similarity report by clicking colored square or percent.

Opens student paper in Feedback Studio

Note: You can toggle back and forth between Older (GradeMark) and Newer (Feedback Studio) views.



Grading the Assignment Method One --- Feedback Studio



Place for Grade

Submission Navigation

Layers Button

Grading Tools (Blues)

Similarity Index/Tools (Reds)

E-Rater by Educational Testing Service (ETS) (Purples)

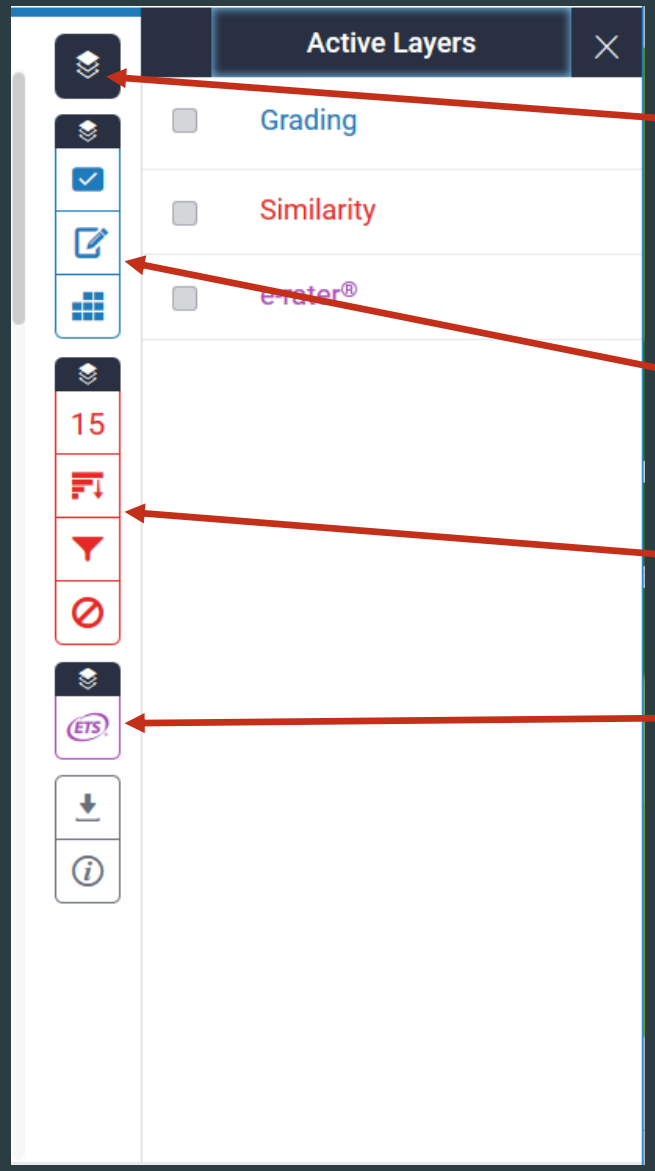
Download

Submission Information

Pages and Word Count

Enlarge Slidebar

Grading the Assignment Method One --- Feedback Studio



Click on the Active Layers button to reveal the three layers that are overlayed on the student's submission:

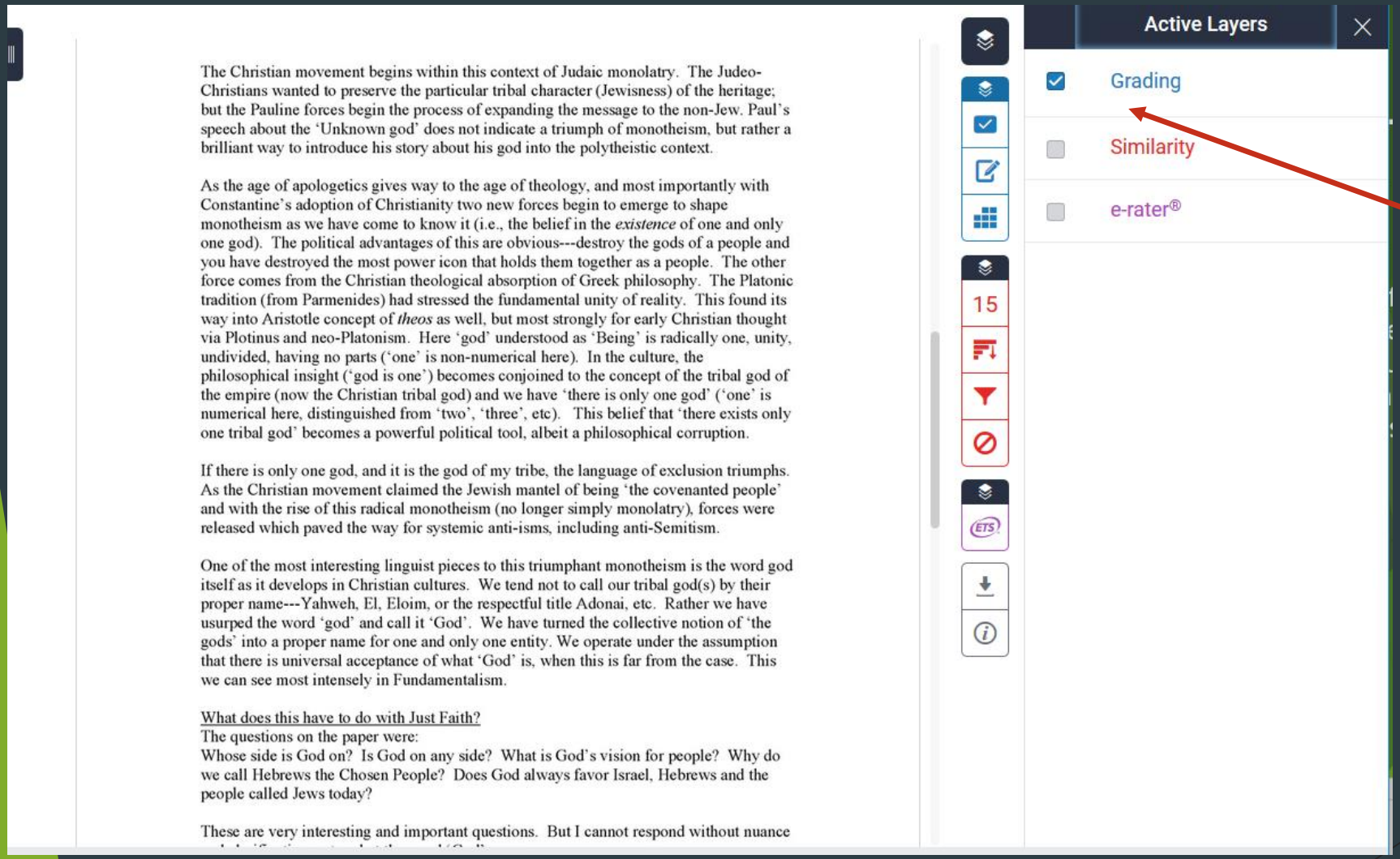
Grading

Similarity

E-rater (Grammar)

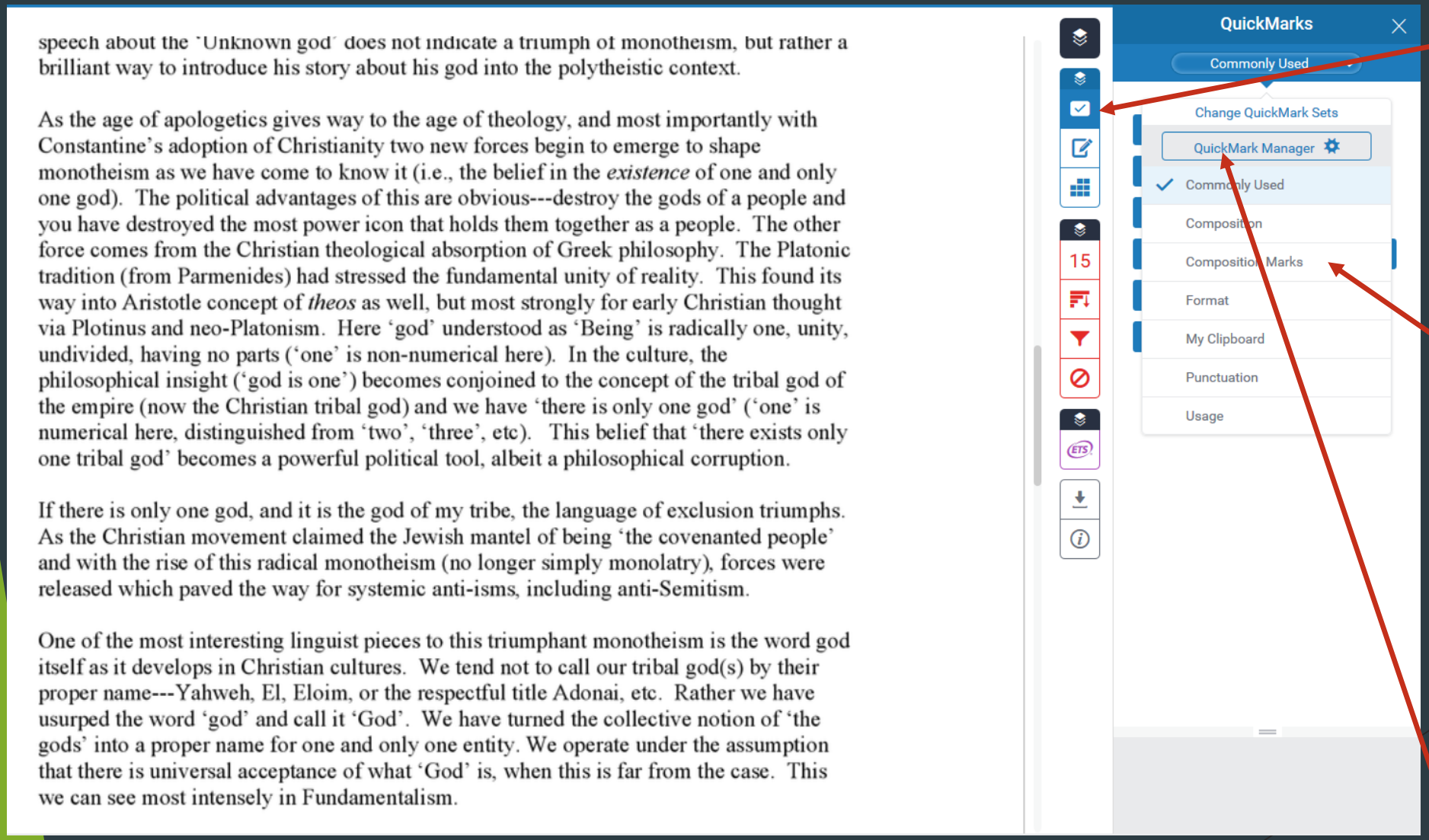
Grading the Assignment Method One --- Feedback Studio

Grading Level



Tic the box for Grading and you will be ready to start adding comments and corrections to the student's paper

Grading the Assignment Method One --- Feedback Studio Grading Level

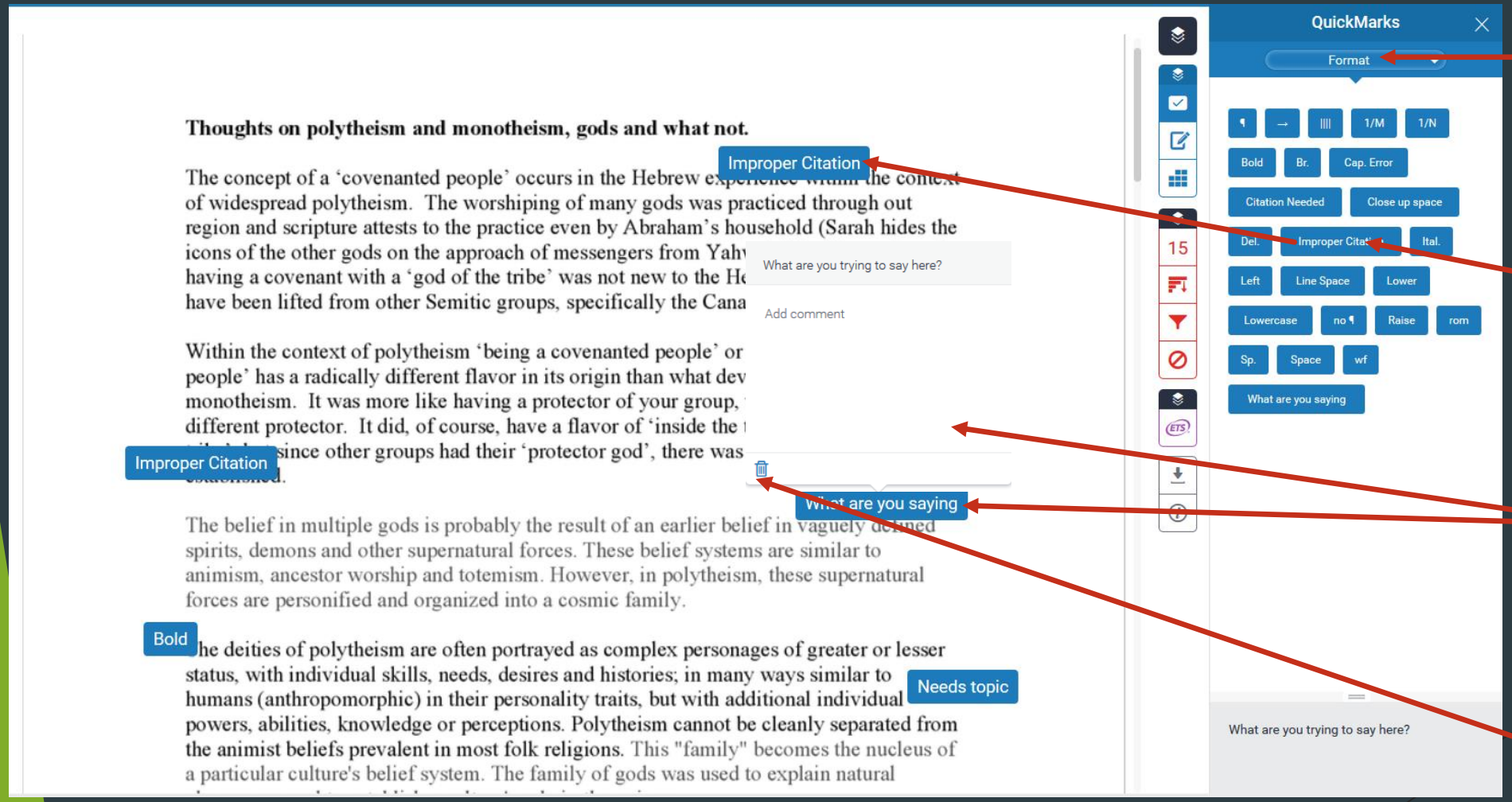


Click on the QuickMarks button and you will have lists of standard and custom made buttons for inserting into the essay.

There are multiple categories:
-Commonly Used
-Composition
-Composition Marks
-Format
-My Clipbord (User preferences)
-Punctuation
-Usage

You can manage these all through the QuickMarks manager.

Grading the Assignment Method One --- Feedback Studio



Grading Level

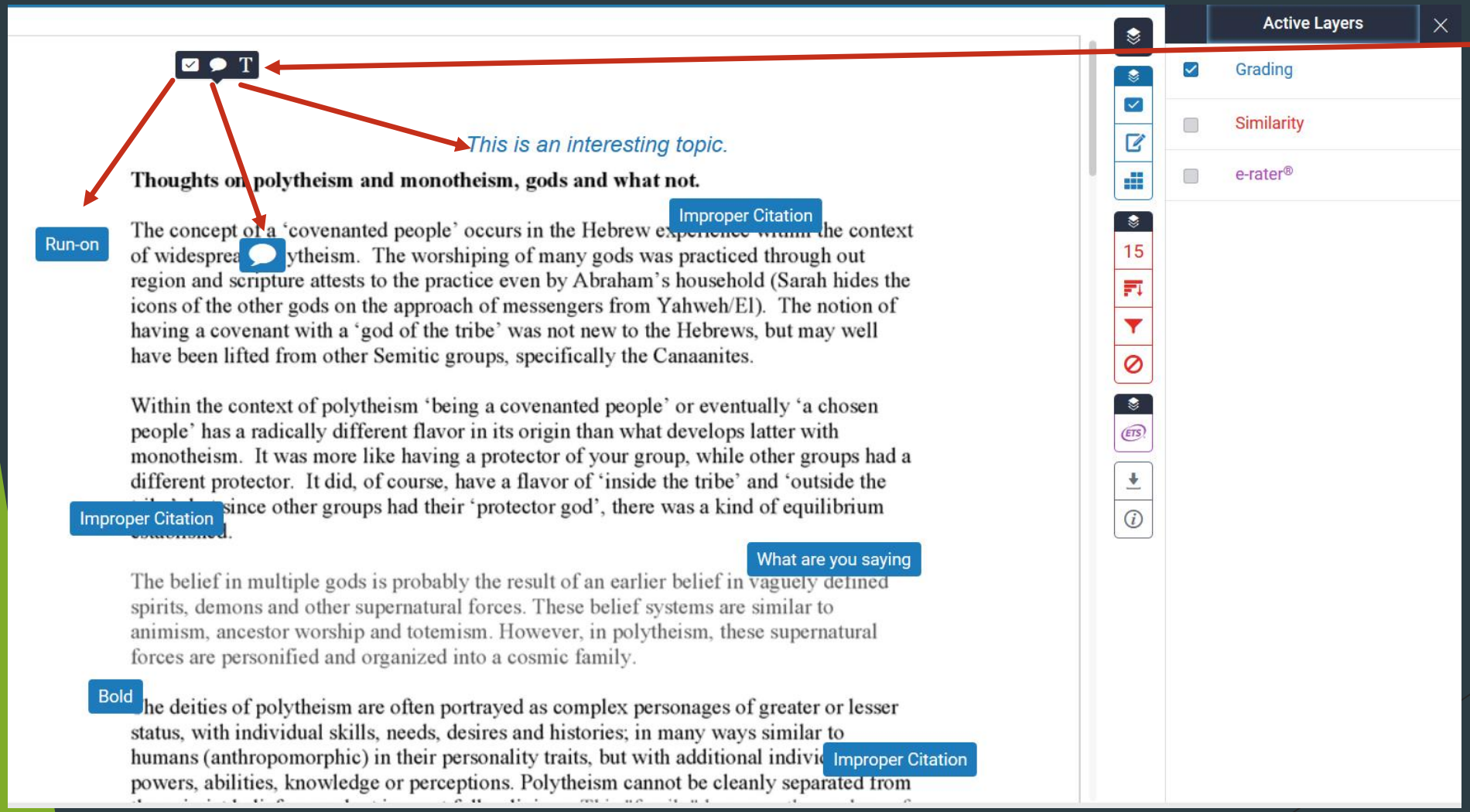
You can easily switch QuickMark categories thought the dropdown menu.

You can easily insert a particular QuickMark item into the student paper by drag and drop.

You can edit a QuickMark and add comments to it by clicking on the inserted QuickMark.

You can also delete an inserted QuickMark by opening it up and clicking on the trashcan.

Grading the Assignment Method One --- Feedback Studio



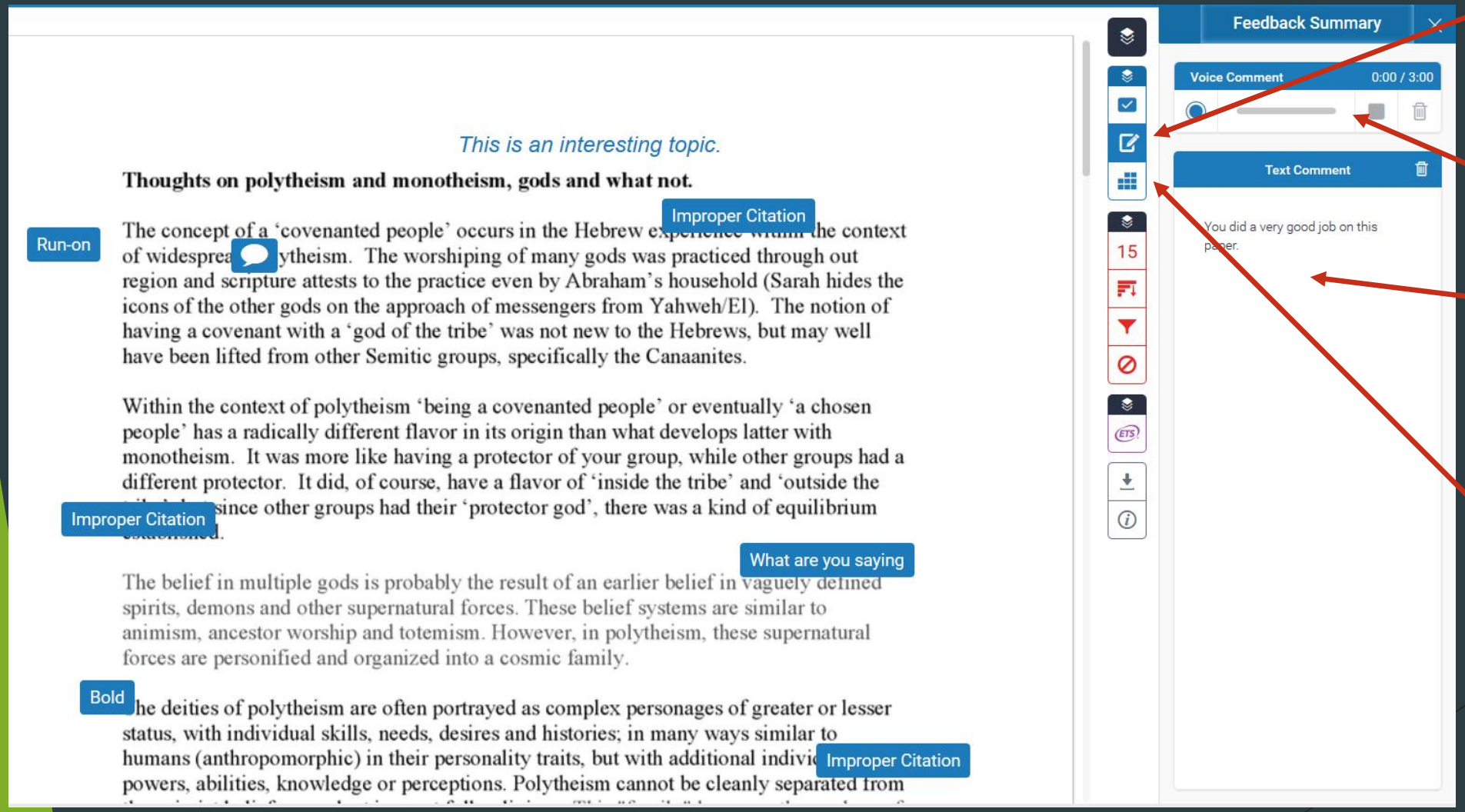
Grading Level

At anytime in the grading process, you can also click on the student's document and open the 'Comment Bar'.

From here you can add:
a QuickMark,
a Comment Window, or
an Inline Text Comment.

All of these can be edited or deleted by clicking on them

Grading the Assignment Method One --- Feedback Studio



Grading Level

Click on the Feedback Summary to add overall comments on paper.

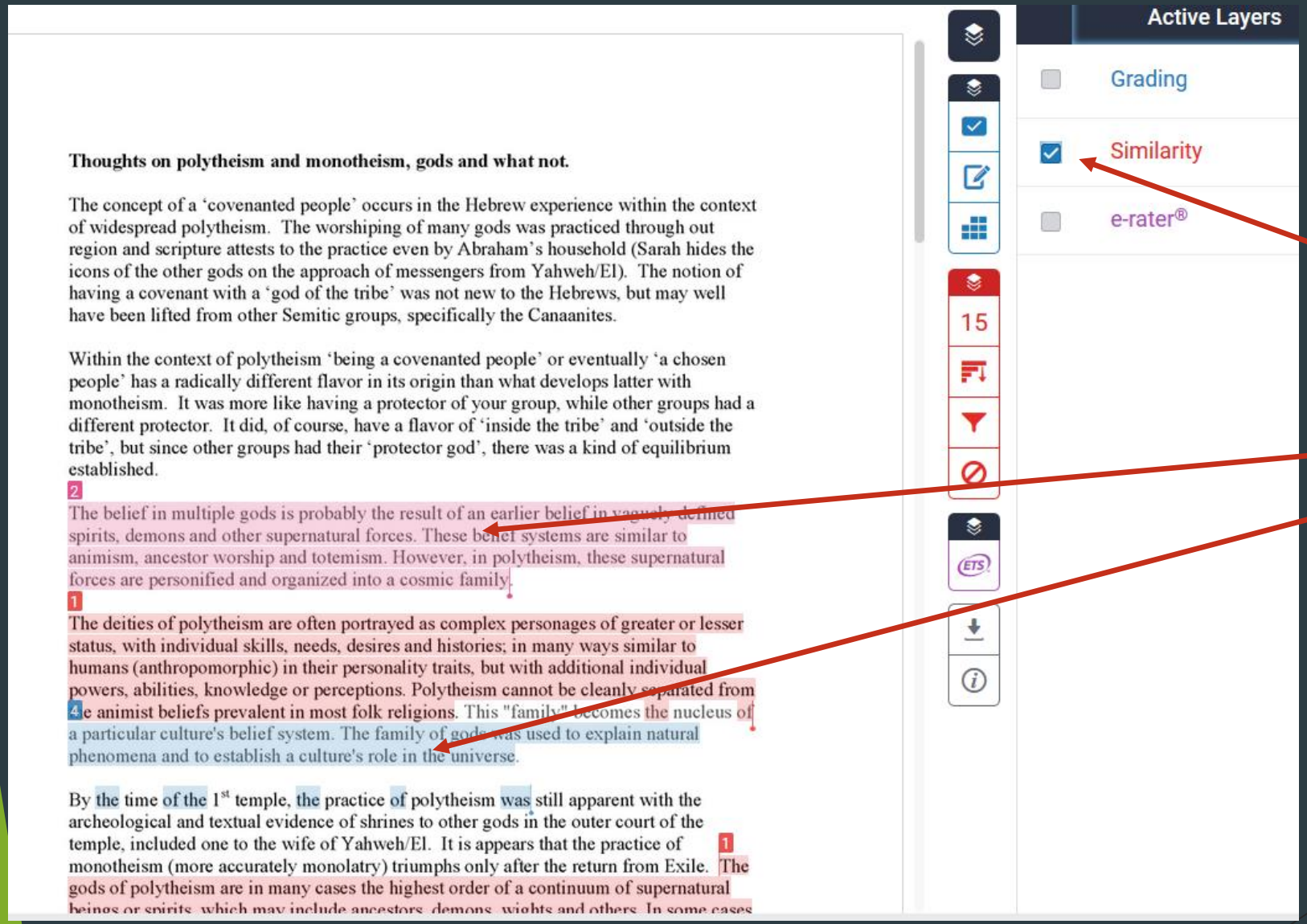
You can leave a voice comment,

You can leave a message text comment.

If you are using rubrics with TurnItIn.com, you can activate it here for your grading process.

There have been some issues reported with this interface and Canvas.

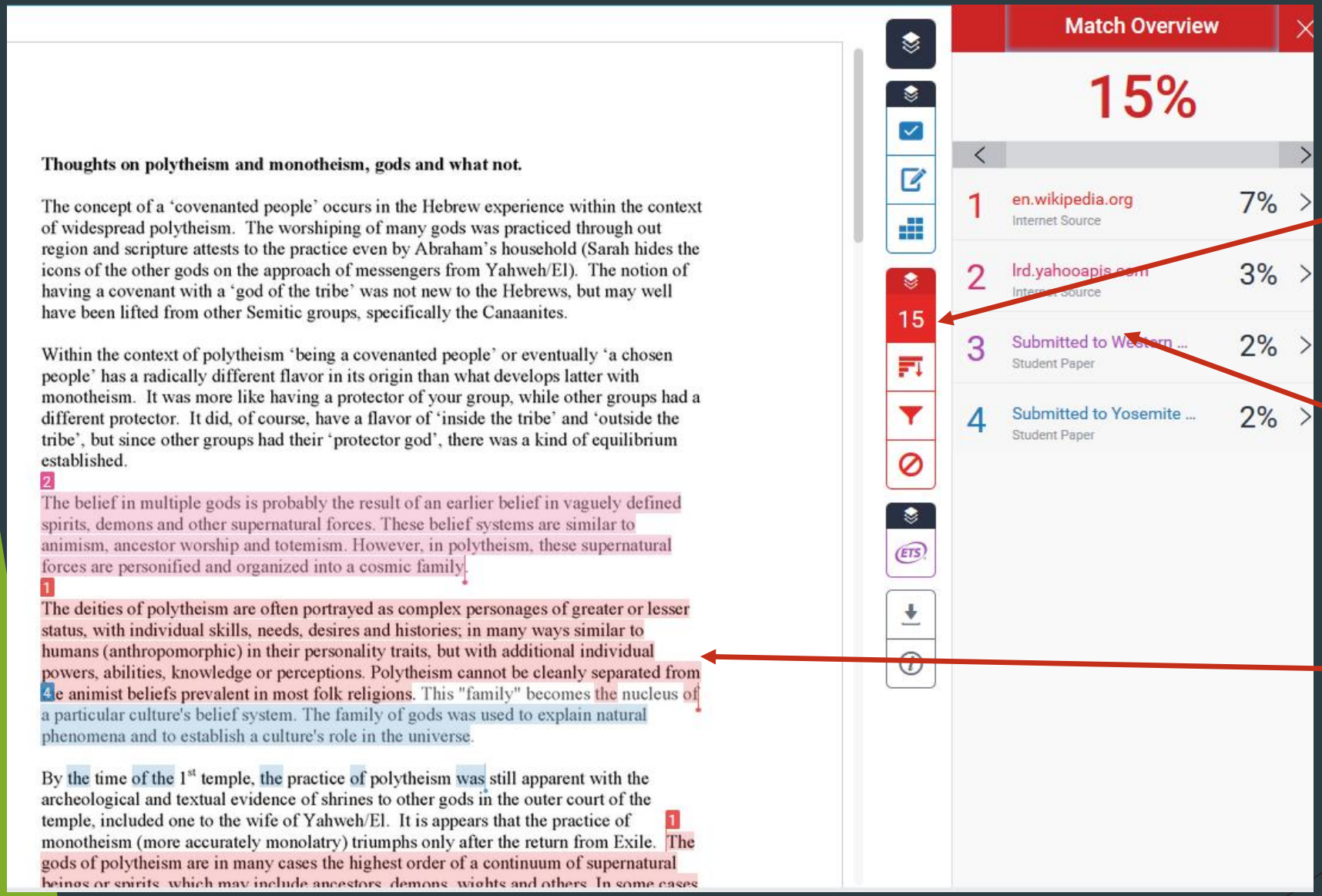
Grading the Assignment Method One --- Feedback Studio



Similarity Level

Tic the box for Similarity and you reveal the 'matches' TurnItIn.com has found in the student's essay.

Grading the Assignment Method One --- Feedback Studio



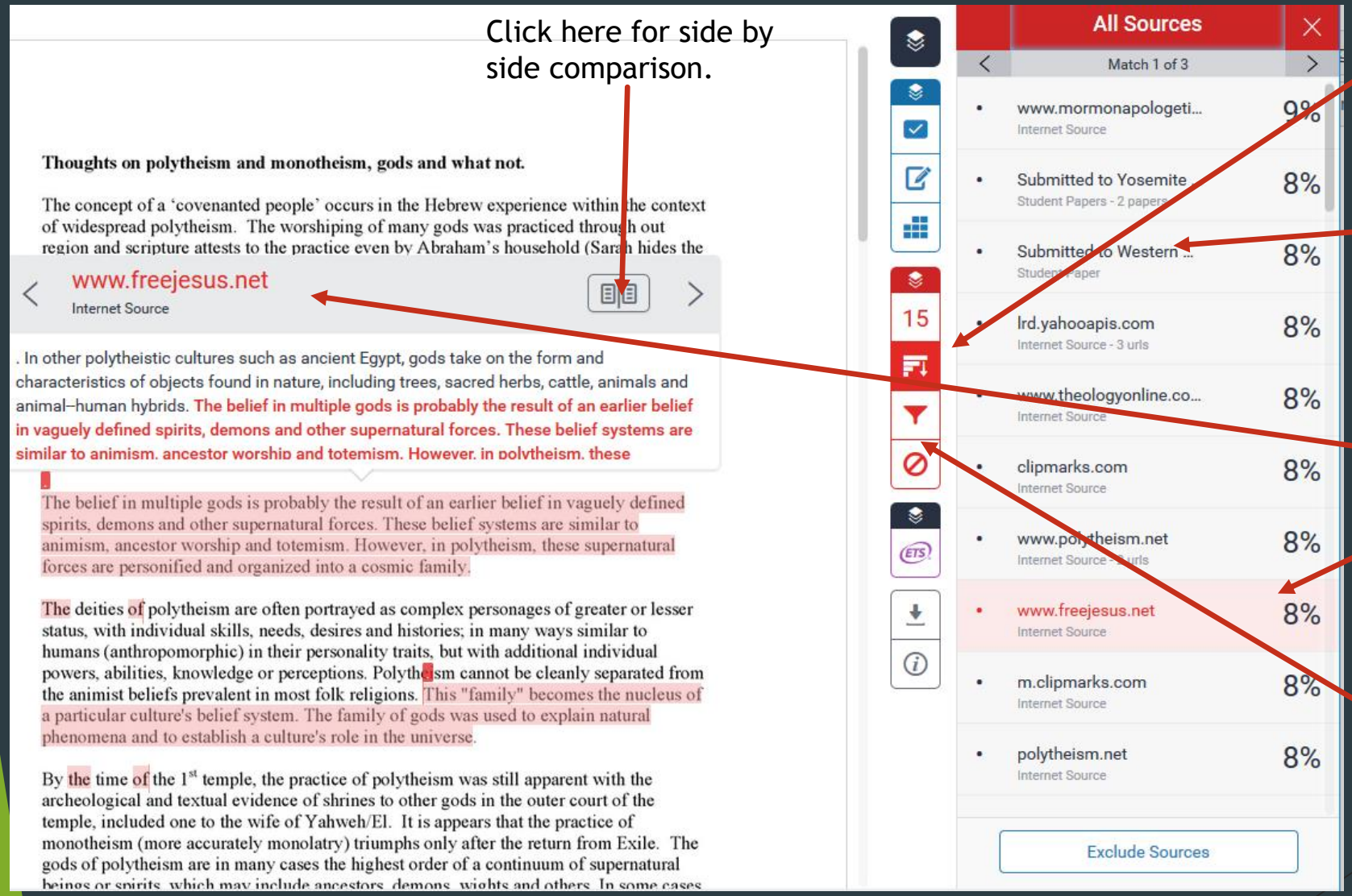
Similarity Level

Click the box with the Similarity Index and you reveal the Match Overview for the essay.

Links are provided for the matches with the associated percentage of the match.

The texts are color coded to match with the links in the right column.

Grading the Assignment Method One --- Feedback Studio



Similarity Level

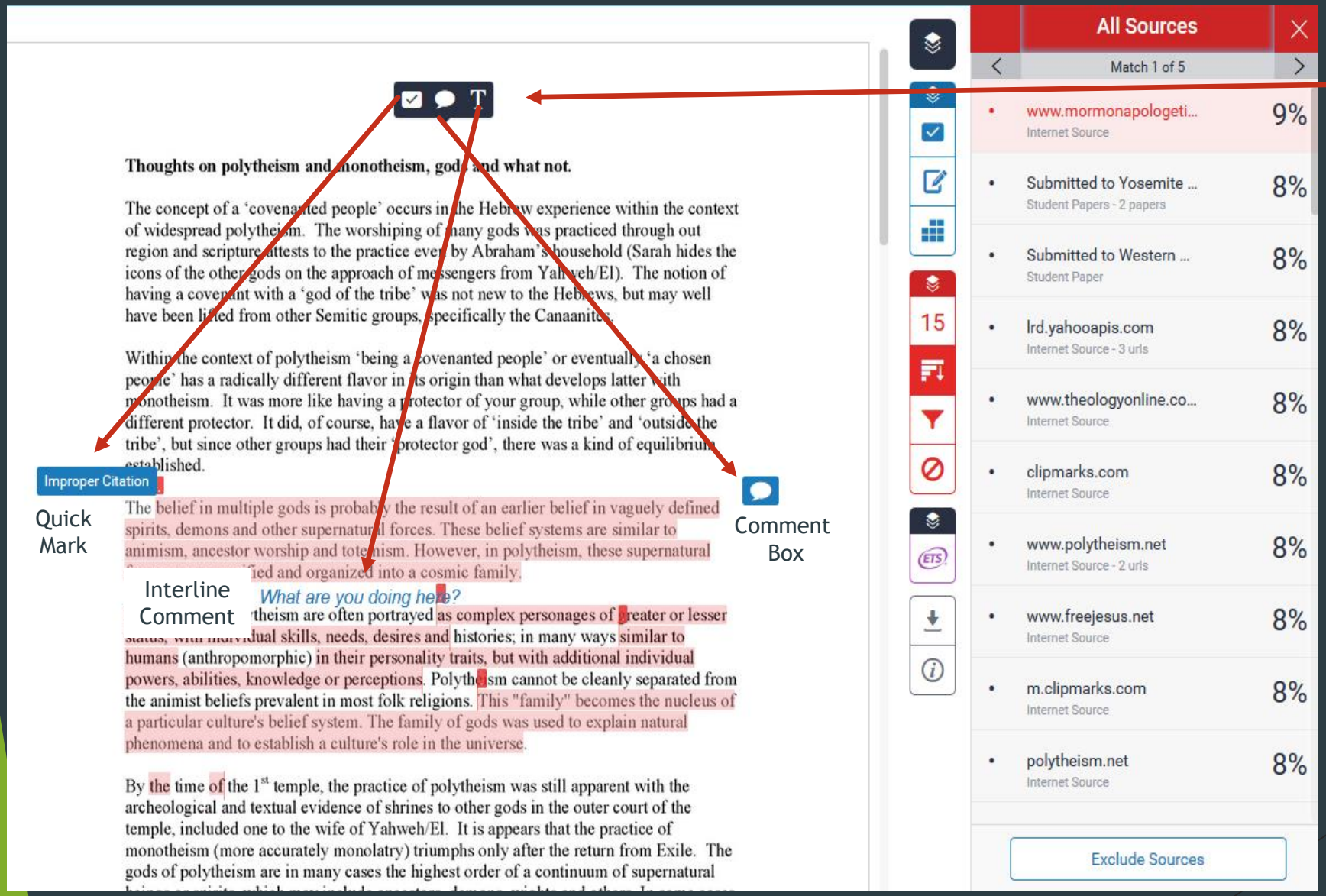
Click the 'All Sources' box and you reveal the all of the sources found for the essay.

Links are provided for the matches with the associated percentage of the match.

Actual text source is provided for each of the links in the right column once they are highlighted.

You can adjust the 'index' by modifying filters, settings and excluding sources.

Grading the Assignment Method One --- Feedback Studio Similarity Level



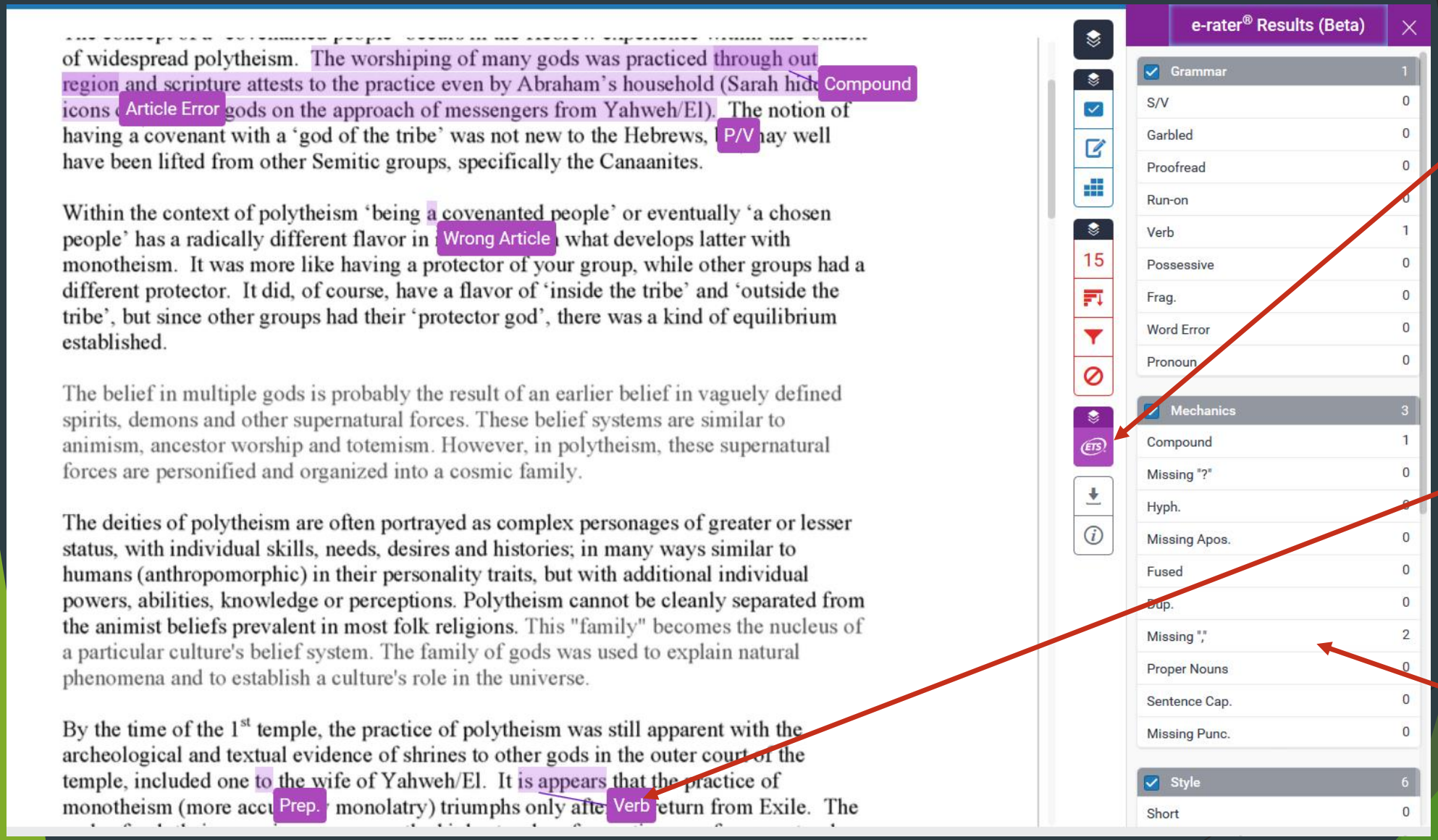
Left click on the document frame and you will see the 'Comment Bar' editor for adding comments. These are stored with other comments in the Grading Level.

You can add:
a QuickMark,
a comment box,
or an interline comment

The student will see when he or she reviews the essay after grading.

Grading the Assignment Method One --- Feedback Studio

e-Rater Level

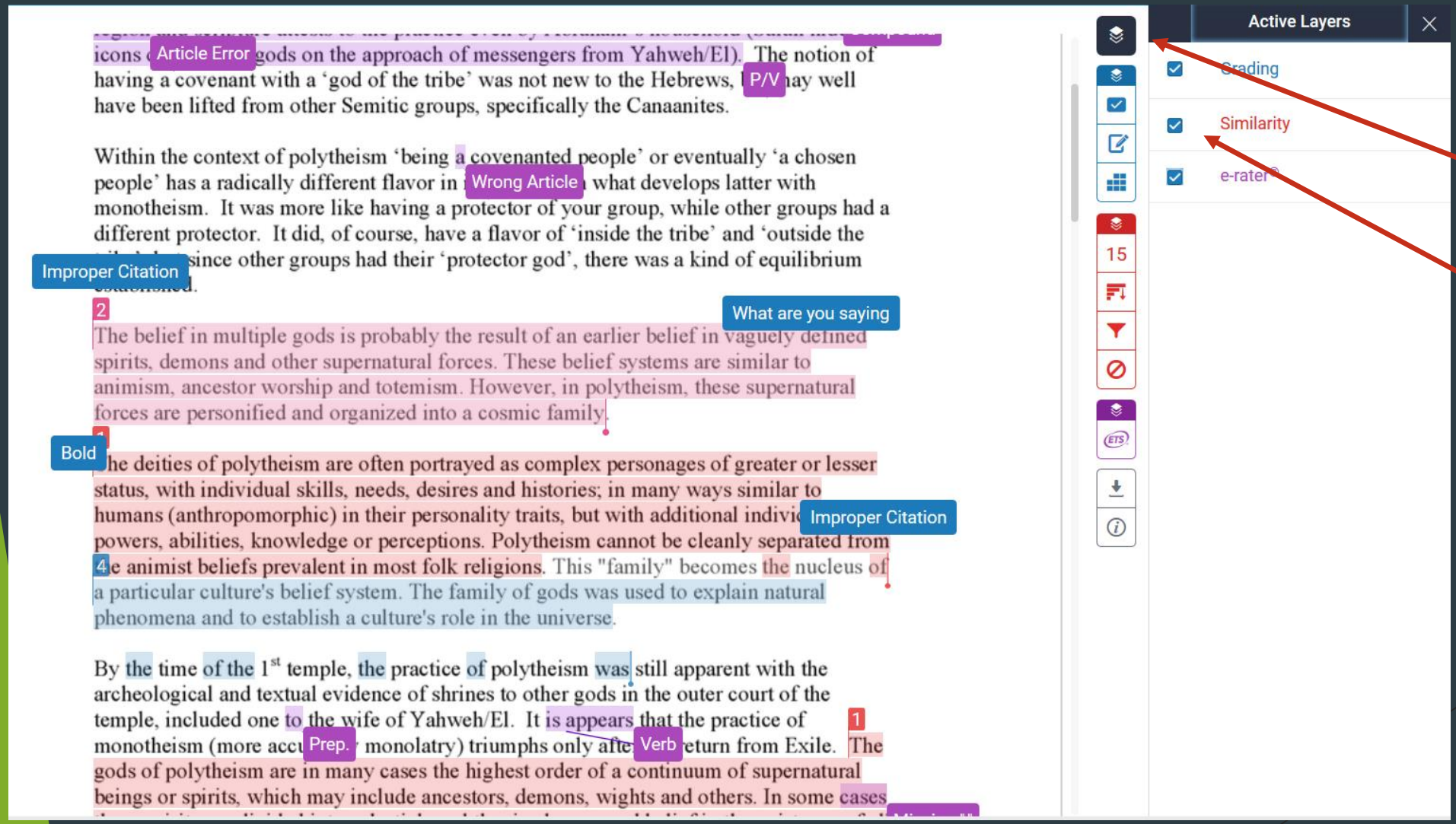


Click on the ETS e-Rater button for standard issues with respect to grammar, mechanics, style, usage, and spelling.

Each item can be modified or deleted by click on it.

Also a summary list is provided.

Grading the Assignment Method One --- Feedback Studio

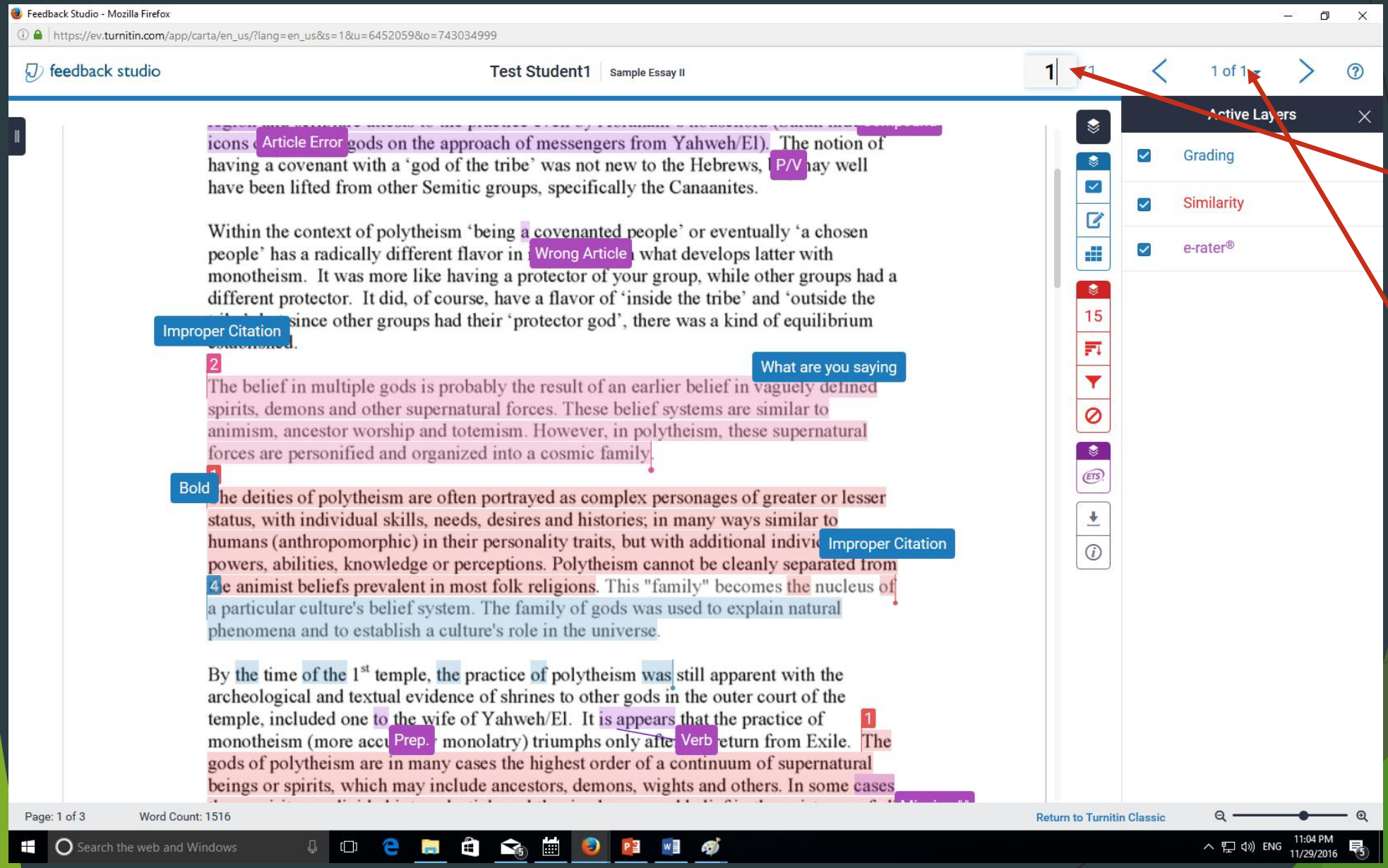


Composite

Once you have complete all three levels, you can return to the Active Layers screen and select all three layers for a final review.

Grading the Assignment

Method One --- Feedback Studio



Final Step

Assign a grade for the essay.

You can use the essay navigational tool to move to the next essay in the assignment.

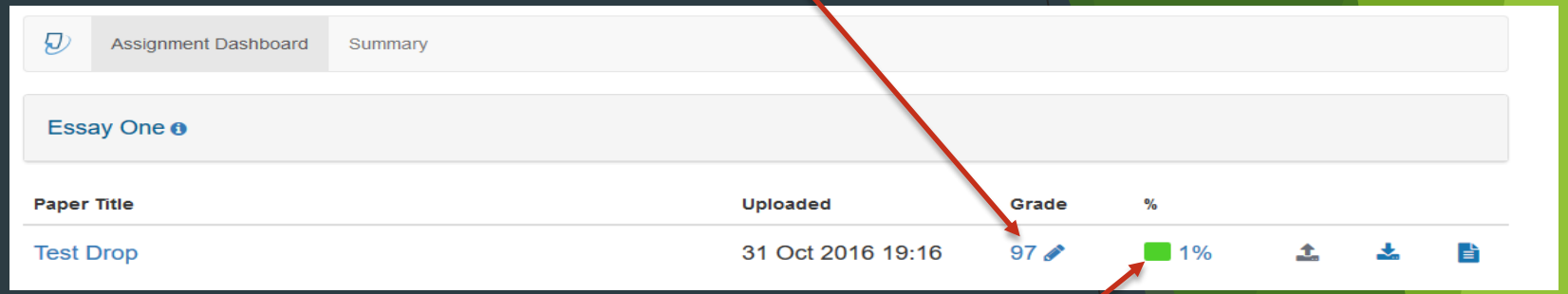
Saving is automatic as you go through the grading process.

Northwest Online
and TurnItIn.com

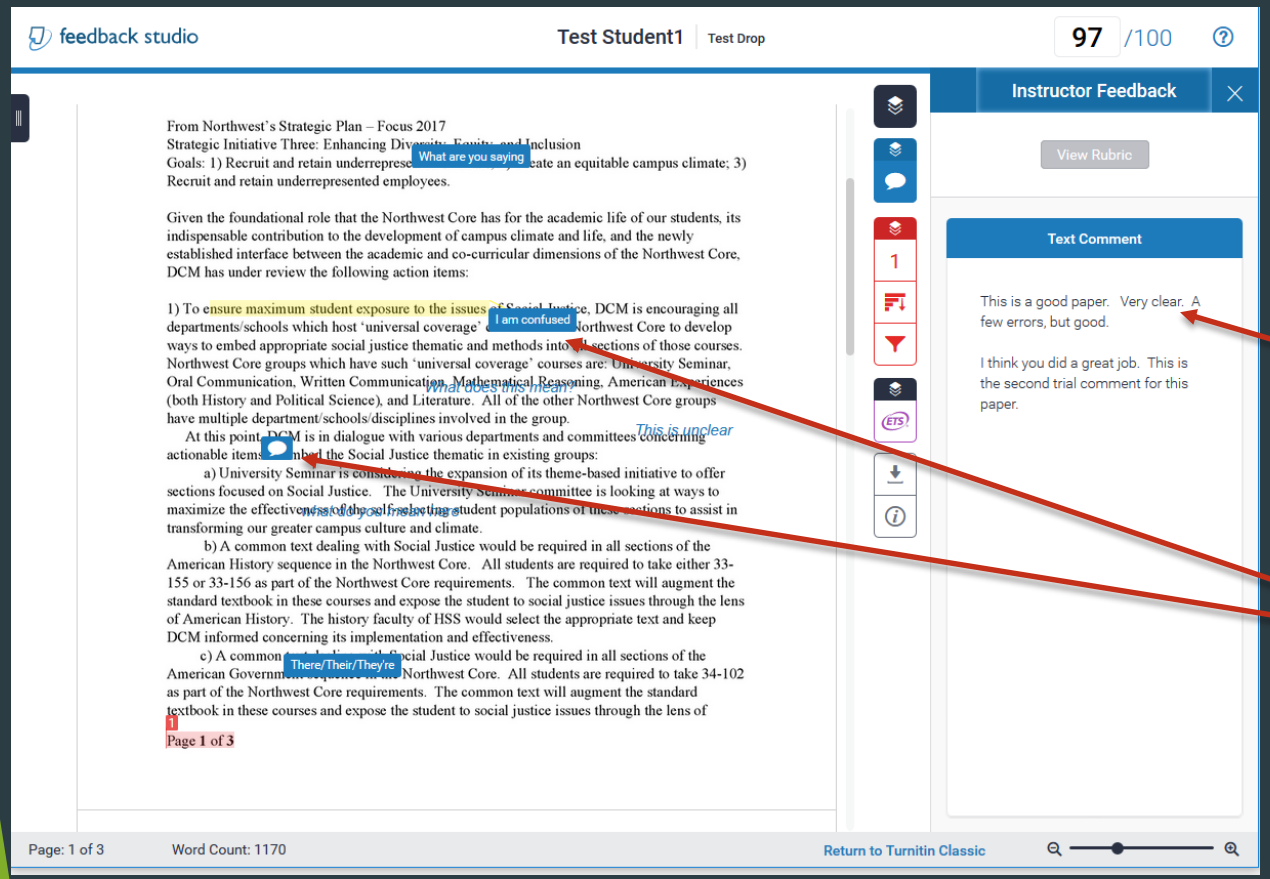
Step One: How to create and assignment
Step Two: The Student's View - Submission
Step Three: Grading the Assignment
Step Four: The Student's View – Post-Grading

Essays and TurnItIn.com
Review After Grading

After the essay has been graded, a grade will appear in your Essay Dashboard.



To review your essay, again click on the colored square/percent. And this will open the essay with the comments.



You may find general comments on the essay and/or
edits and comments in the text.