International Islamic University, Islamabad

TurnItIn and VLE

Instructor Manual

Version 1.0

TurnItIn
http://turnitin.com/

Virtual Learning Environment
http://vle.iiu.edu.pk/

Table of Contents

TurnItIn and VLE

TurnItIn is a web based application used by teachers for plagiarism check of assignments/thesis. Now teachers can use TurnItIn within VLE for originality check of assignments. It is a very simple process of adding an activity (Turnitin Assignment) in your course and once done students can submit their assignments directly to TurnItIn. Students can also view the reports generated by TurnItIn depending on the view option selected by the Teacher for this activity.

One of the major advantages of this activity is that now teachers and students can use both VLE and TurnItIn using single account of VLE.

Steps for adding TurnItIn Assignment through VLE are given below:

Creating TurnItIn Assignment

Step 1 (Log In)

Log on to VLE (http://vle.iiu.edu.pk/login/index.php) and enter into your course by navigating through main page for which you need to add TurnItIn assignment.

Step 2 (Turn Editing On)

Next turn editing on for that course by clicking on the *Turn editing on* button present in top right corner of page. This button is also highlighted in the picture shown below.

Step 3 (Add an Activity)

Click on *Add an activity* drop down present in Weekly outline area of the desired week and select the *Turnitin Assignment* option as shown in the picture given below.
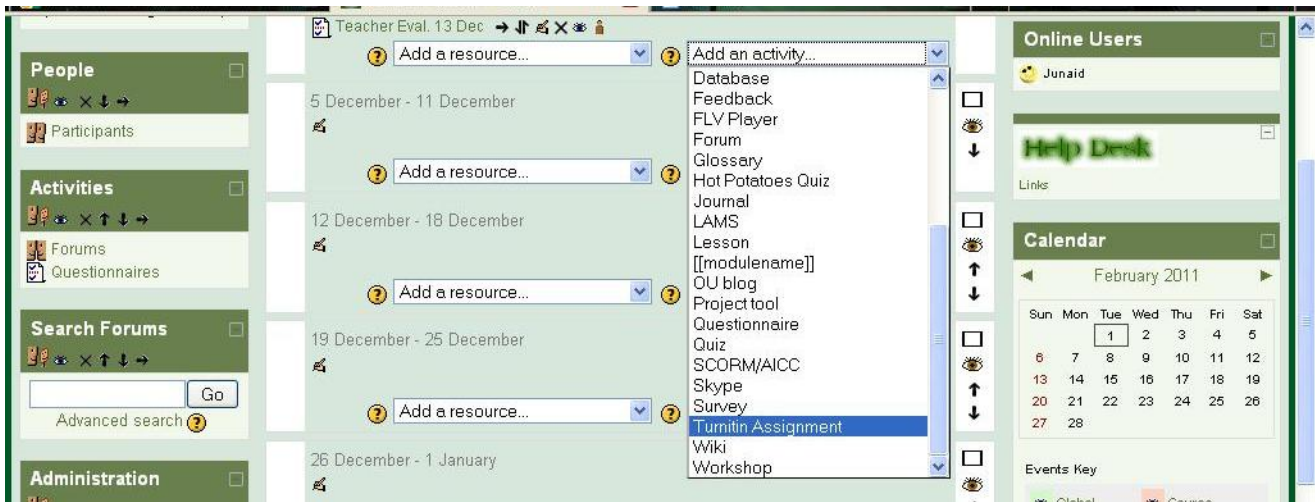
Step 4 (Assignment Options)

Next you will be presented a page on which you have to set the options for that assignment. Fields with red label on this page are mandatory. Mandatory fields on this page are *Turnitin Assignment Name, Summary and Submission Type.* All of mandatory and option fields present on this page are described below.

Assignment Mandatory Fields

Turnitin Assignment Name

This is one of the mandatory fields and the value enter here is used as the title for the assignment which is shown to students.

Summary

Summary about the assignment should be entered in this box. Summary is a mandatory field for this activity.

Submission Type

This is the 3rd and last mandatory field for the creation of TurnItIn Assignment. Select the submission type for the assignment. The default is File Upload. Text submission will require your students to copy and paste their paper in a text box to submit their paper. You can let your students choose which submission type to use by selecting Any Submission Type.

File Upload

Allows the user to upload files of the following type:

- o Microsoft Word
- o PDF
- o Plain Text
- o Text Submission

Allows the user to copy and paste plain text into a text area for upload to Turnitin.

Web Page

Allows the user to add the URL of a single web page. A snapshot of this web page is captured and uploaded to Turnitin as HTML.

Assignment Optional Fields

Number of Parts

Select the number of parts you want the assignment to have from the "Number of Parts" pull down menu. Each Turnitin assignment in the VLE can have multiple parts associated with it. The student has to submit a file to each part to complete the assignment. The default is a one part assignment

Maximum file Size

Select the Maximum File Size for submissions. Turnitin allows up to 2MB for a text only submission and 20MB for a text and graphic submission.

Overall Grade

This setting determines the overall available grade for the assignment. This is the grade that is displayed in to the VLE gradebook.

Student Originality Reports

The Student Originality Reports option of assignment creation provides instructors with the ability to control whether students are allowed to view Originality Reports within each created assignment. Select yes to allow students to see the Originality Report for the assignment. The default setting is no

Allow Late Submissions

The Allow Late submissions option allows students to submit work after the due date. Late submissions are marked as being late and the actual submission date is recorded. The default is set to no.

Report Generation Speed

Three options are available for this field which are *Generate Reports Immediately Final, Generate Reports Immediately, reports can be overwritten until due date and Generate Reports on due date.*

Generate Reports Immediately Final

Originality Reports for all submissions will be generated immediately. Students cannot resubmit papers. Submissions must be deleted by the instructor to enable resubmission.

Generate Reports Immediately, reports can be overwritten until due date

Originality Reports for the initial submission by each student user to this assignment will be generated immediately. Students may resubmit as often as the student wishes until the assignment due date. Originality Reports for the second or subsequent submission will require a 24 hour delay before the Originality Report begins processing. Only the latest submission is available to the instructor or student. Previous versions are removed. Student submissions will compare against one another within the assignment on the due date and time, which may result in a change in the Originality Report similarity index and results at the due date and time. This option is typically used when students are

---

self-reviewing and revising their submissions and able to view the Originality Report. No resubmissions after the due date and time of the assignment.

Generate Reports on due date

Originality Reports will not be generated for any submission until the due date and time of the assignment. Students may resubmit as many times as needed until the due date and time without receiving reports. Resubmissions may not be made after the due date and time of the assignment.

Store Student Papers

If you want to store submissions for future references use Standard Repository option otherwise select No Repository.

Check Against Stored Student Papers

If you want to check plagiarism against stored student papers, select Yes from the dropdown.

Check Against Internet

Choose Yes if you want to check the submitted document against documents available on internet.

Check Against Journals, Periodicals and Publications

Choose Yes if you want to check the submitted document against Journals, Periodicals and Publications other wise select No.

Exclude Bibliography

Select Yes for this field if you do not want to match Bibliography.

Exclude Quoted Material

Select Yes for this field if you want to exclude the quoted material match from the report generated.

Exclude Small Matches

You can specify here small words which needs to be excluded from the match.

In last Click *Save and return to course* to make this assignment available to your students.