Create a New Turnitin Assignment

In order for your students to submit papers to be checked for plagiarism by Turnitin, you will need to create a Turnitin Assignment in Blackboard. This is very similar to creating an assignment in Blackboard. Follow these steps:
1. Open Blackboard
2. Login
3. Select the course
4. Click Control Panel
5. Click Assignments in the Content Areas box
6. Using the drop-down menu, choose Turnitin Assignment
7. Click GO

You are now on the Add Turnitin Assignment page.
To complete this page:
8. Select paper assignment in the drop-down menu for create a new
9. Enter an assignment title
10. Enter a point value (optional)
11. Select a start date by using the drop-down menus for month/day/year or use the calendar to select a date
12. Select the start time
13. Select a due date by using the drop-down menus for month/day/year or use the calendar do select a date
14. Select the due date time
15. We do not have GradeMark, so you do not need to worry about the post date
16. Click on (more options) to enter any special assignment instructions

(Enter special instructions)

(Would you like to select a QuickMark set?)
no

Generate Originality Reports for submissions?
yes

Generate Originality Reports for student submissions
(Immediately first report is final)

Allow students to see Originality Reports?
no

Allow submissions after the due date?
yes

(submit papers to):
(standard paper repository)

(search options):
☑ (student paper repository)
☑ current and archived internet
☑ periodicals, journals, & publications

17. Enter any special assignment instructions (optional)
18. **Would you like to select QuickMark set?** (Leave set to no, unless you have created rubrics in Turnitin).

19. Select **yes** or **no** to **Generate Originality Reports for submissions**

20. Select one of the three options for **Generate Originality Reports for student submissions**
   a. Immediately first report is final
   b. Immediately (can overwrite reports until due date)
   c. On due date

21. Select **yes** or **no** to **Allow students to see Originality Reports**

22. Select **yes** or **no** to **Allow submissions after the due date**

23. Select one of the two options for **(submit papers to)**
   a. standard paper repository – will enter the paper in Turnitin’s database
   b. no repository will not enter into the database and it will not be used for comparison purposes in the future

24. Click **submit**

   You may receive a security alert pop-up box.

1. Click **Yes** to continue.

   The Turnitin assignment has now been added. Click **OK** to return to the assignments page.

   You will see the Turnitin Assignment listed with any other assignments you have created.

**Note:** Students also see the Turnitin symbol.

<table>
<thead>
<tr>
<th>Assignment 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Please explain how to use the gradebook in Bb.</td>
</tr>
<tr>
<td>&gt;&gt; View/Complete Assignment: Assignment 1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Essay 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Please submit your essay.</td>
</tr>
<tr>
<td>&gt;&gt; View/Complete</td>
</tr>
</tbody>
</table>

**Note:** Turnitin assignments can be modified by using either the **Modify** button in the assignment area of Blackboard or the **edit assignment** button in the assignment inbox of Turnitin.
Create a Revision Turnitin Assignment

You may already have a Turnitin assignment created, but decide that you want to have students submit a revision of the assignment. To create a revision assignment, follow steps #1 - #7 in Create a New Turnitin Assignment above. In step #8, in create a new, select revision assignment. Your screen updates to the following:

- based on paper assignment: Workshop081908
- point value: 
- start date: Oct 20 2008 at 10:53
- due date: Oct 27 2008 at 23:59
- post date: Oct 28 2008 at 00:00

NOTE: In Blackboard, the post date relates to the availability of GradeMark papers only and has no bearing on when grades are posted to the Blackboard Gradebook.

- enter special instructions (optional):
- (generate Originality Reports for student submissions): immediately (first report is final)
- allow students to see Originality Reports?
  - no

submit
Select the name of the assignment in the drop-down menu for based on paper assignment. Complete the screen and click submit. Click Yes for the security alert. Click OK to return to the assignment screen. You will see the name of the assignment followed by Revision 1.

Note: A column for the assignment is still added to the gradebook when you create this Turnitin assignment. You can remove this column from the gradebook. To do so:

1. Click Control Panel
2. Click Gradebook in the Assessment box
3. Click Manage Items
4. Click Remove next to the Turnitin assignment you want to delete