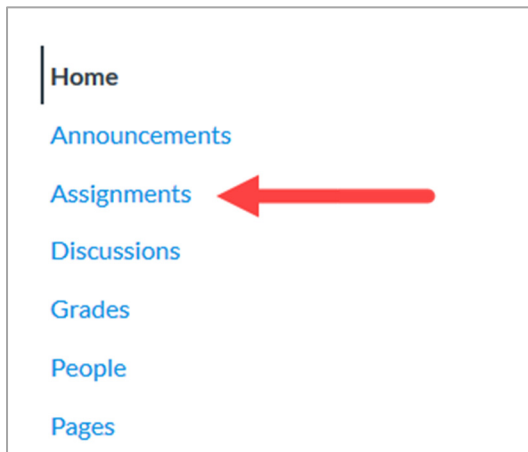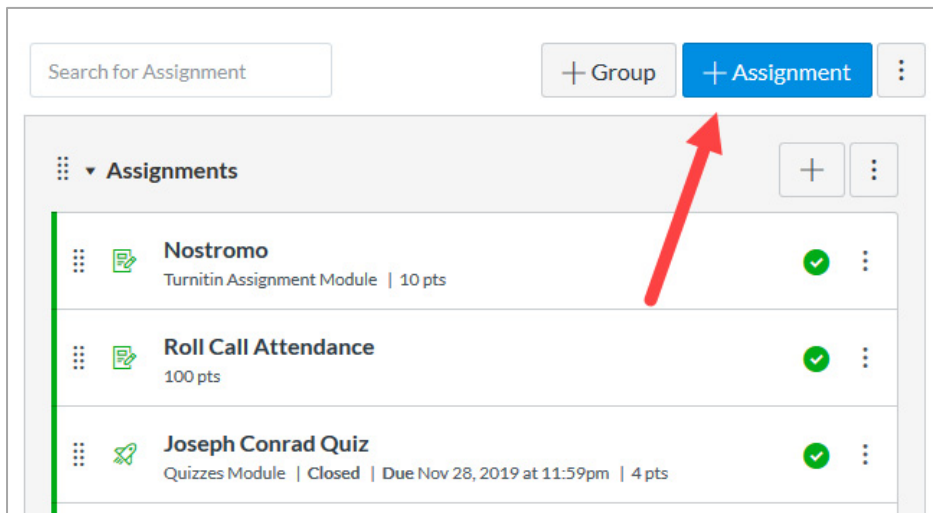# Create a Turnitin Assignment

To create a Turnitin Assignment, navigate to your Canvas course and click the *Assignments* option in the course menu.

On the Assignments page, click the *Add Assignment* button.

Give your assignment a name. You can also enter a description and directions.

Enter the number of points. Notice that you can also choose where to group the assignment and how to display the grade.
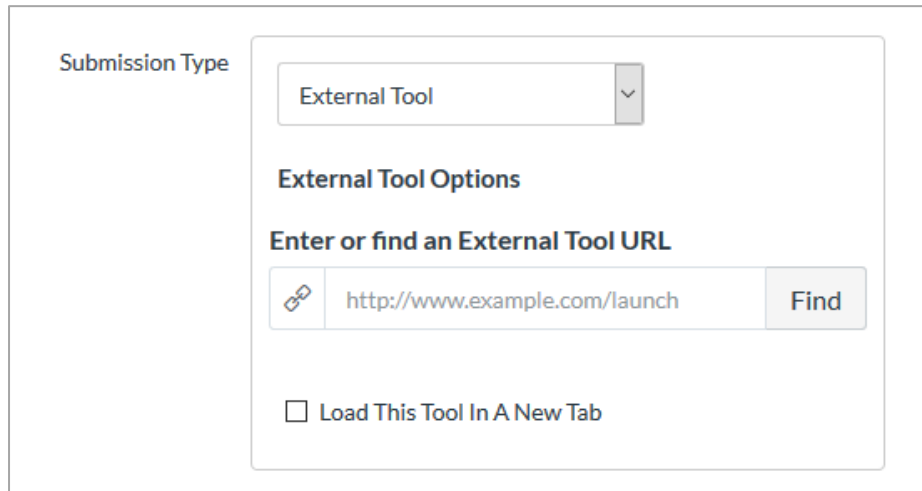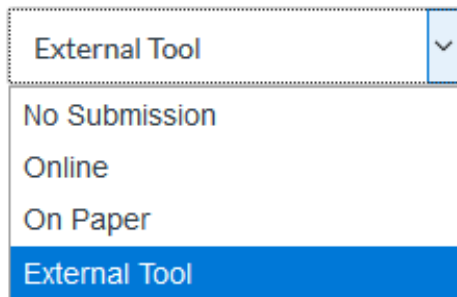
Scroll down to the *Submission Type* section. This is where you make this a Turnitin assignment.
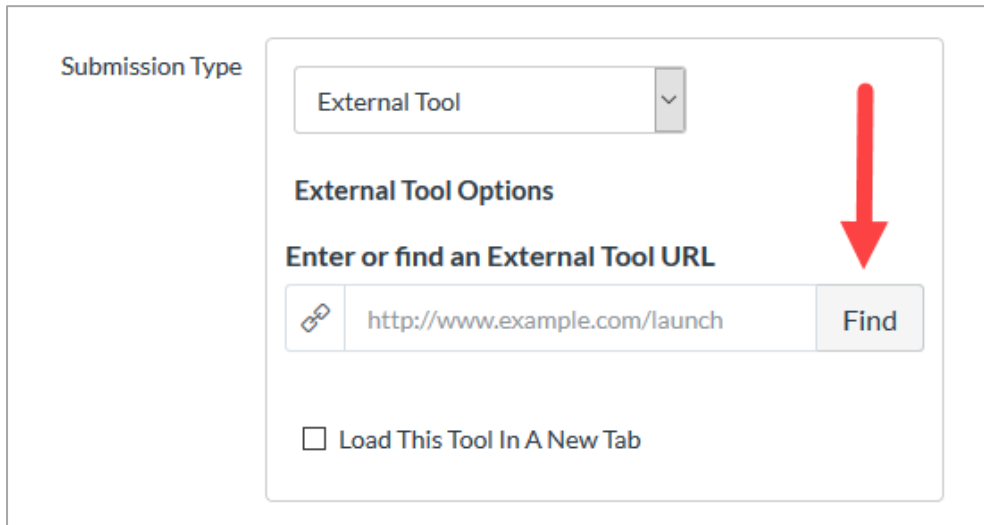
Submission Type

External Tool

External Tool Options

Enter or find an External Tool URL

http://www.example.com/launch   Find

☐ Load This Tool In A New Tab

Let's look at each option in this section. First, select the *External Tool* option.
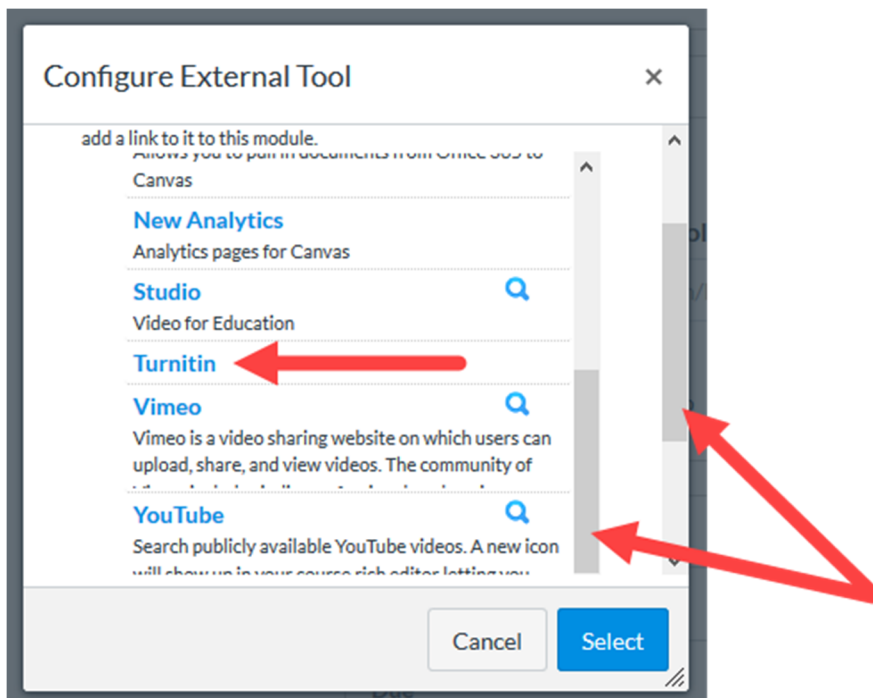
External Tool

No Submission
Online
On Paper
External Tool

Now you need to find the *External Tool URL*. To do this, click the *Find* button.

In the *Configure External Tool* window, scroll down until you find the *Turnitin* option. Notice in the screenshot that you may need to work with two sets of scroll bars to scroll down far enough to find the option. Select the *Turnitin* option and then click the *Select* button.

You can choose who to assign this Turnitin Assignment to. Notice that the default option is *Everyone*. To change that, click the *+Add* button. You can also choose a *Due* date and set the time frame for when the assignment will be available.

Assign

Assign to

Everyone ✕

Due

[   ] 📅

Available from   **Until**

[   ] 📅   [   ] 📅

＋ Add

To make the assignment available to students, click the *Save & Publish* button.

Cancel   Save & Publish   Save
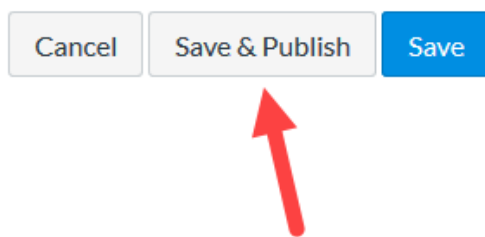
Your Turnitin Assignment is now saved and published. Students will be able to access the assignment beginning on the assignment's start date.

Notice the page below. This page appears after you click the *Save & Publish* button that we described above. On this page, you can make modifications to the settings and submit them.

Notice also that you can open a set of optional settings by clicking the *Optional Settings* link at the bottom of the page.

Joseph Conrad Paper

❓ **Title**

Joseph Conrad Paper

❓ **Max Grade**

10

❓ **Instructions**

Assignment instructions

❓ **Start Date**

📅 2020-01-15 19:29 CS

❓ **Due Date**

📅 2020-01-23 19:29 CS

❓ **Feedback Release Date**

📅 2020-01-23 19:29 CS

☐ **Enable PeerMark** ❓

⚙ **Optional Settings**

Submit

IMPORTANT NOTE: The *Feedback Release Date* (see screenshot above) is the day and time that the assignment grades will be released to students. Also, any comments you may have posted to the assignments will be released along with the grades.
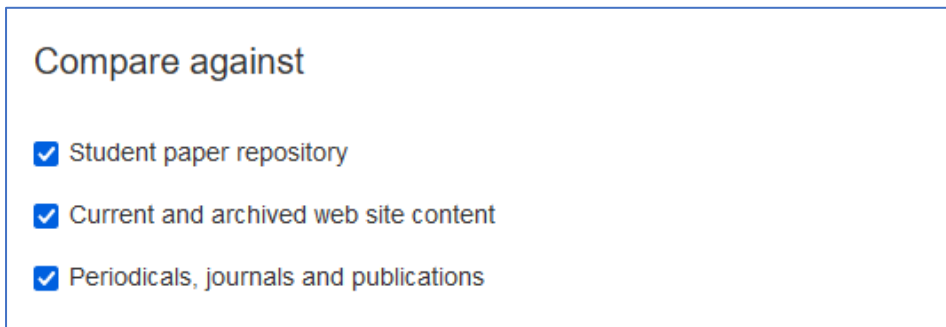
Let's look at a few of the optional settings:

- **Allow late submissions**. If you check this, students will be allowed to submit papers past the due date and time.

- **Compare against**. This is where you choose the types of resources against which student papers will be compared. Everything is checked by default.

- **Generate Similarity Reports for student submission**. Click the button underneath the label *Generate Similarity Reports for student submission.* Notice that a drop-down menu opens with three different options:

Here we list the three options in the drop-down menu. Notice that some options allow students to make multiple submissions. Choose the one that best fits your needs:

- o Generate reports immediately (students cannot resubmit)
- o Generate reports immediately (students cannot resubmit until due date): After 3 resubmissions, reports generate after 24 hours
- o Generate reports on due date (students can resubmit until due date)

- Choose whether you want students to view Similarity Reports.
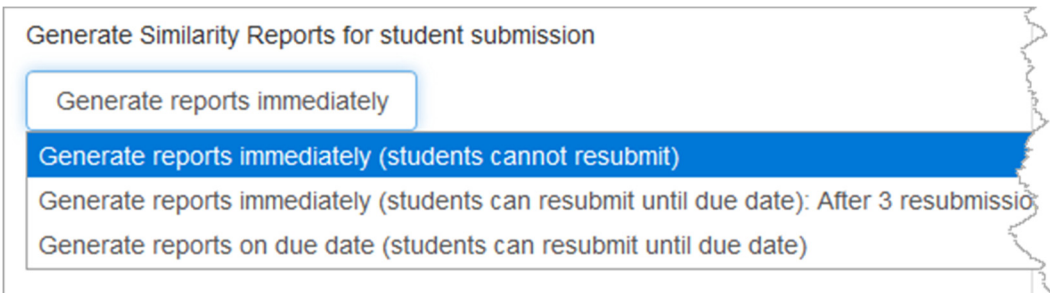
☐ Allow students to view Similarity Reports ❓

- Choose whether you wish to make exclusions in the Similarity Report:

☐ Exclude bibliographic materials ❓

☐ Exclude quoted materials ❓

☐ Exclude small sources ❓

- Finally, as we noted above, you have the option to save these settings for future use. If you select this option, these settings will be saved as the default for future assignments.

☐ Save these settings for future use ❓

- Be sure to click the *Submit* button to save any changes that you make.
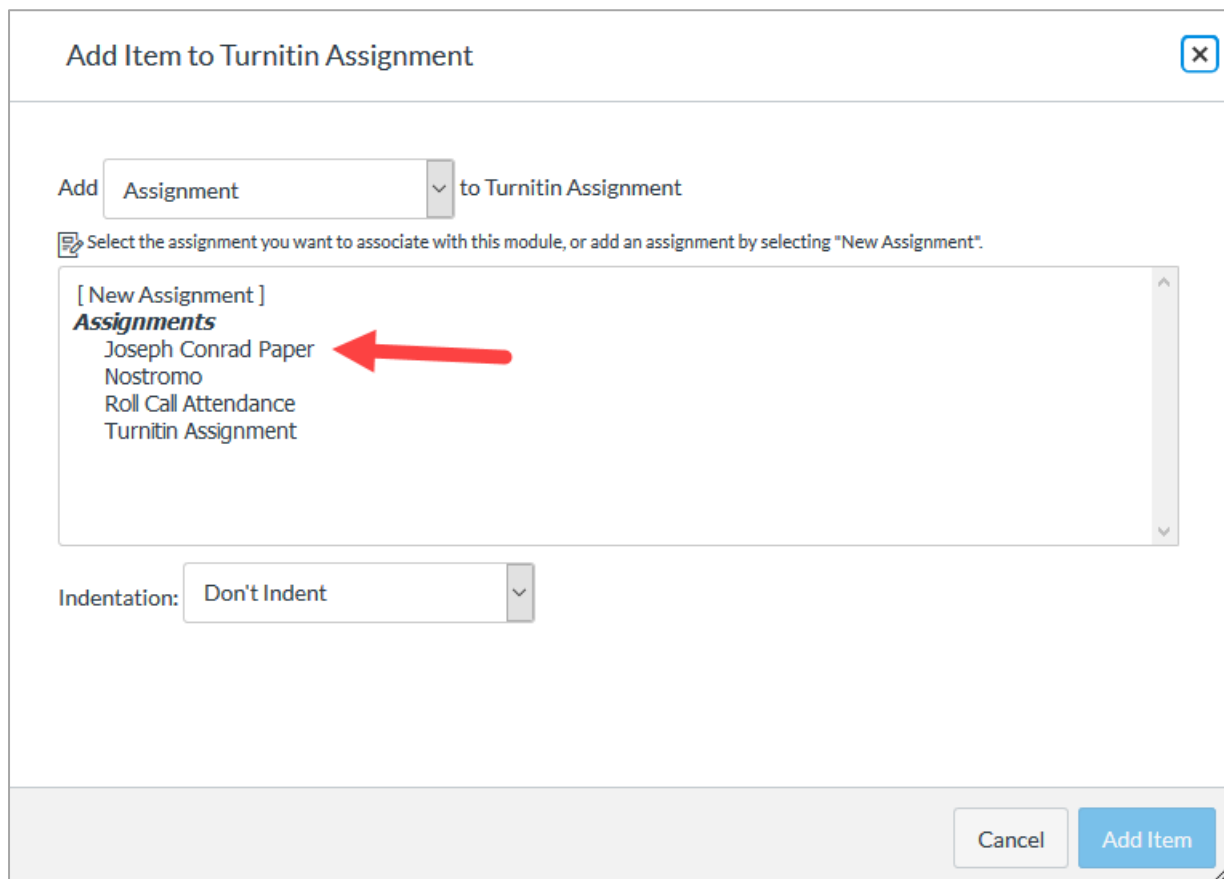
Submit

To add your assignment to a Module, navigate to the Modules section in your course. In the screenshot below, the instructor has created a module called *Turnitin Assignment*. He clicks on the module's Plus (+) button.

In the *Add Item to Turnitin Assignment* window, the instructor selects the Turnitin Assignment that he has just created (titled "Joseph Conrad Paper"). He then clicks the *Add Item* button.

The Turnitin Assignment now appears in the *Turnitin Assignment* module.

To access the assignment, the instructor clicks the *Joseph Conrad Paper* link. This opens the instructor view of the assignment. This is where student submissions will appear. Notice that the instructor also has access to the Canvas *SpeedGrader* tool.

Need further assistance?
Contact Campus Technology at (817) 921-8555 or
campustechnology@swbts.edu