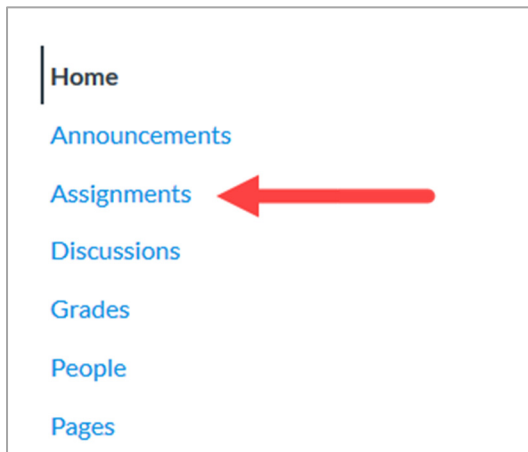
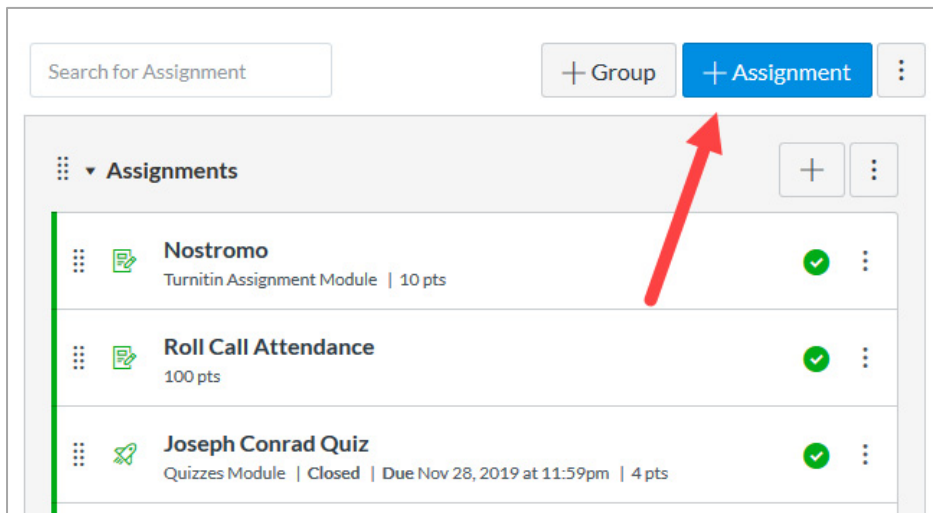


## Create a Turnitin Assignment

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.

Not Published ⋮

Assignment Name

[HTML Editor](#)

**B** *I* U A **A** *I*<sub>x</sub>      $x^2$   $x_2$             12pt Paragraph

0 words

Enter the number of points. Notice that you can also choose where to group the assignment and how to display the grade.

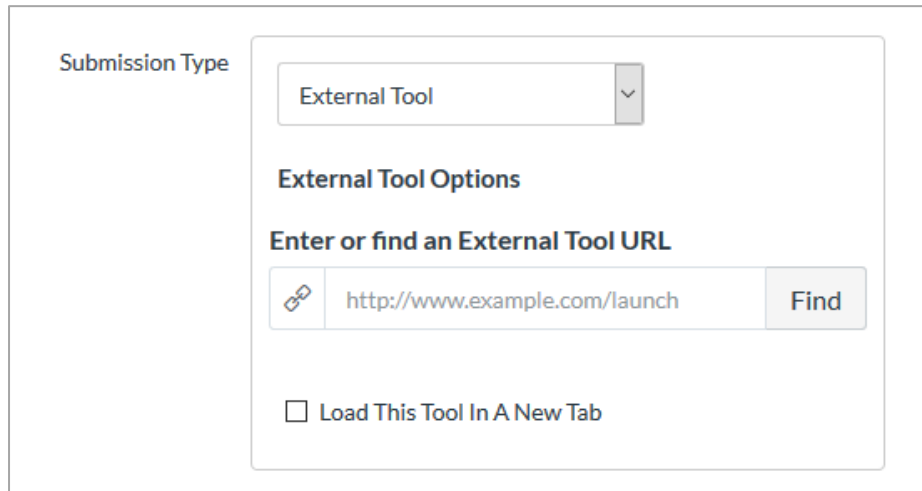
Points

Assignment Group Assignments ▼

Display Grade as Points ▼

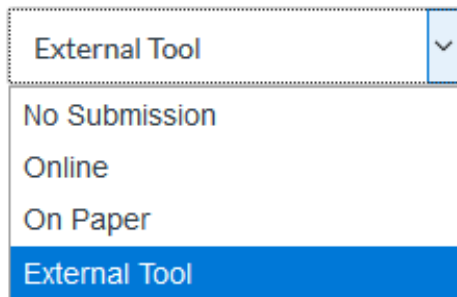
Do not count this assignment towards the final grade

Scroll down to the *Submission Type* section. This is where you make this a Turnitin assignment.



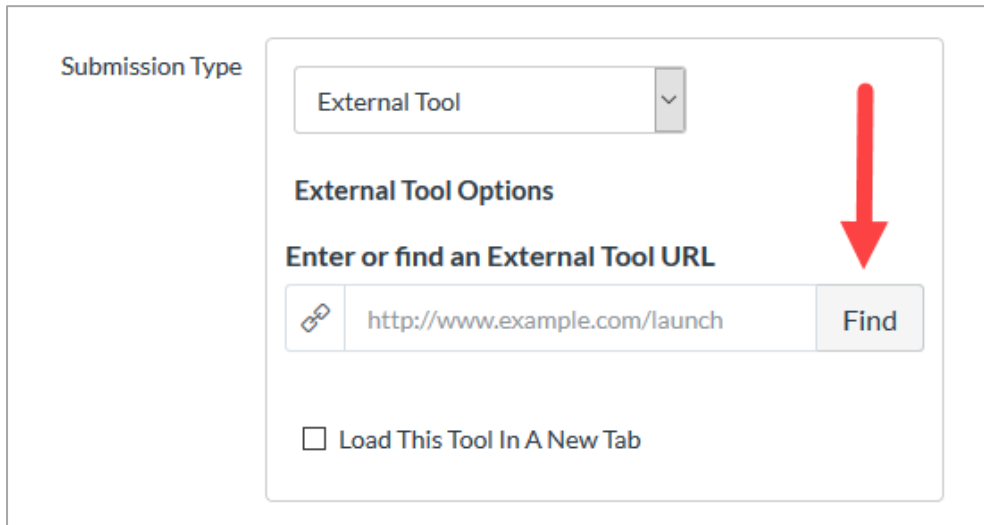
The image shows a configuration panel for 'Submission Type'. It contains a dropdown menu currently set to 'External Tool'. Below this is a section titled 'External Tool Options' with the heading 'Enter or find an External Tool URL'. There is a text input field containing the URL 'http://www.example.com/launch' and a 'Find' button to its right. At the bottom of the panel, there is a checkbox labeled 'Load This Tool In A New Tab' which is currently unchecked.

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



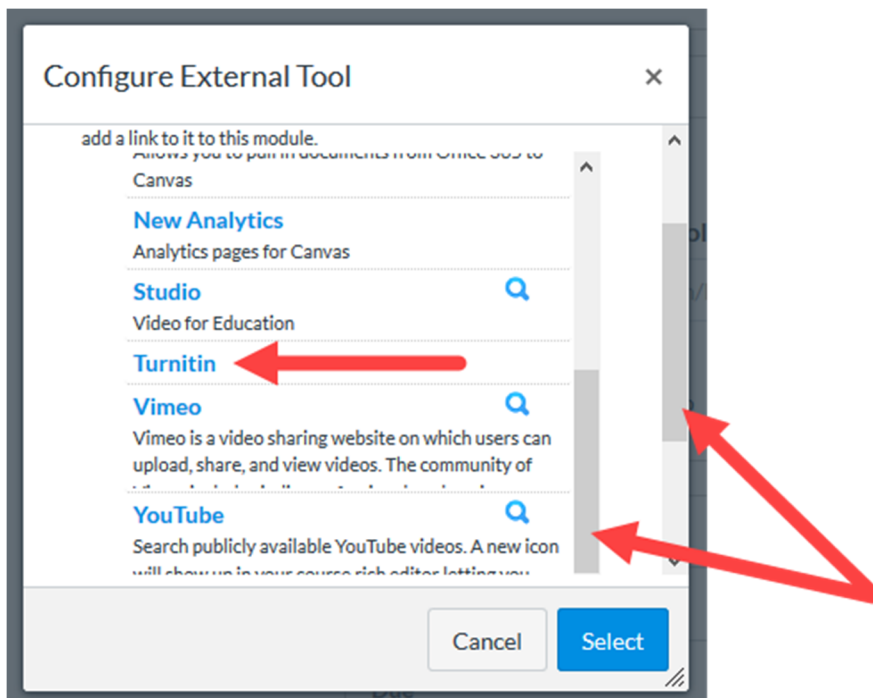
The image shows a dropdown menu for 'Submission Type'. The menu is open, displaying four options: 'No Submission', 'Online', 'On Paper', and 'External Tool'. The 'External Tool' option is highlighted with a blue background, indicating it is the selected option.

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



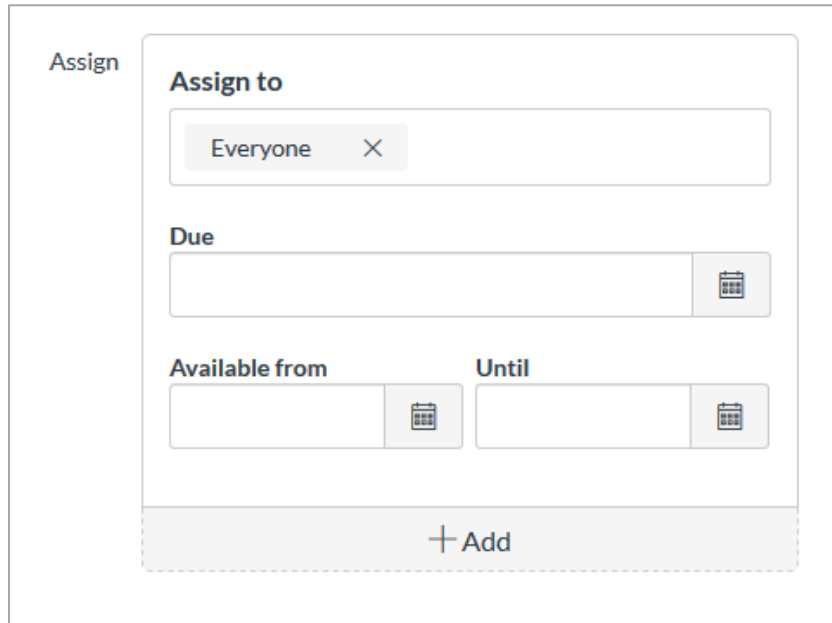
The screenshot shows a configuration form for an external tool. At the top, there is a dropdown menu labeled "Submission Type" with "External Tool" selected. Below this is the "External Tool Options" section, which contains the heading "Enter or find an External Tool URL". Underneath the heading is a text input field containing the URL "http://www.example.com/launch" and a "Find" button to its right. A red arrow points from the top right towards the "Find" button. At the bottom of the form, there is a checkbox labeled "Load This Tool In A New Tab" which is currently unchecked.

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.



The screenshot shows the "Configure External Tool" window with a list of options. The options are: "New Analytics" (Analytics pages for Canvas), "Studio" (Video for Education), "Turnitin", "Vimeo" (Vimeo is a video sharing website on which users can upload, share, and view videos. The community of...), and "YouTube" (Search publicly available YouTube videos. A new icon will show up in your course rich editor letting you...). A red arrow points to the "Turnitin" option. Another red arrow points to the "Select" button at the bottom right of the window. The window has a "Cancel" button and a "Select" button. There are two vertical scroll bars on the right side of the list, and a red arrow points to the bottom one.

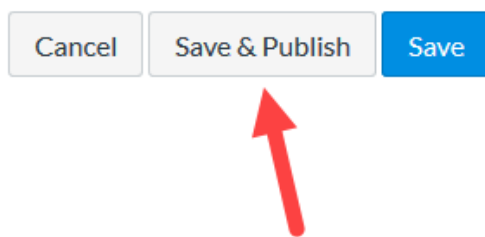
You can choose who to assign this Turnitin Assignment to. Notice that the default option is *Everyone*. To change that, click the *+Add* button. You can also choose a *Due* date and set the time frame for when the assignment will be available.



The screenshot shows a form titled "Assign" with the following fields and controls:

- Assign to:** A dropdown menu currently displaying "Everyone" with a close button (X) to its right.
- Due:** A date input field with a calendar icon to its right.
- Available from:** A date input field with a calendar icon to its right.
- Until:** A date input field with a calendar icon to its right.
- + Add:** A button at the bottom of the form to add more assignees.

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





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**

**Max Grade**

**Instructions**

**Start Date**

**Due Date**

**Feedback Release Date**

**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.

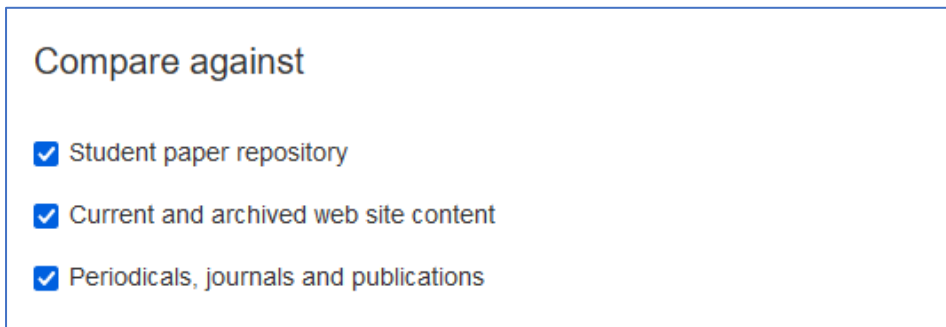
Let's look at a few of the optional settings:

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



Allow late submissions ?

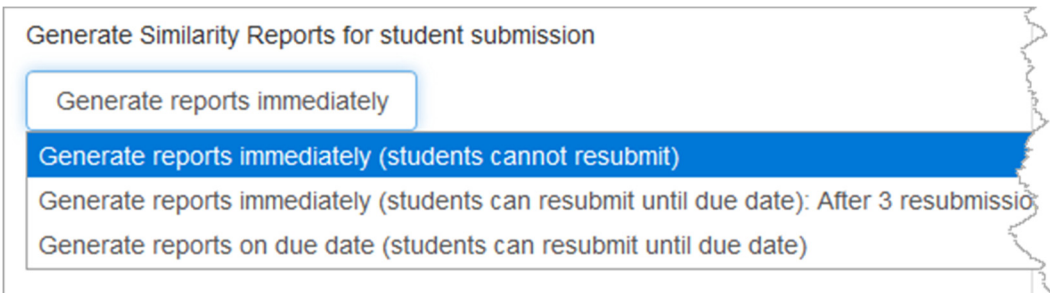
- **Compare against.** This is where you choose the types of resources against which student papers will be compared. Everything is checked by default.



Compare against

- Student paper repository
- Current and archived web site content
- Periodicals, journals and publications

- **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:



Generate Similarity Reports for student submission

Generate reports immediately

- Generate reports immediately (students cannot resubmit)
- Generate reports immediately (students can resubmit until due date): After 3 resubmissions
- Generate reports on due date (students can resubmit until due date)

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:

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

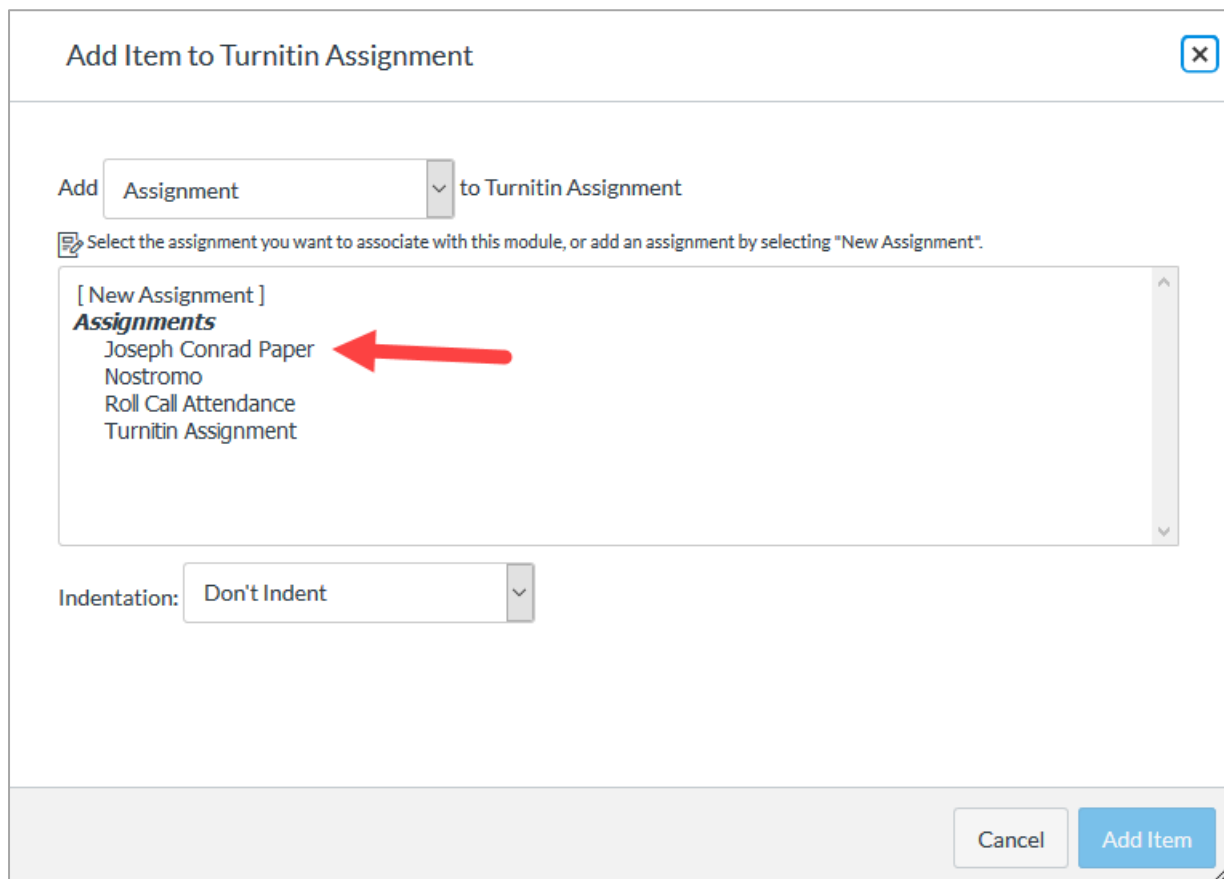
Submit



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](mailto:campustechnology@swbts.edu)