Grading a Turnitin Assignment

Turnitin

Turnitin is a cloud-based service that checks for originality of a paper.

How it works—Turnitin compares the submitted text to their database and gives an originality or similarity score.

Since you have built the assignment, let's go through the process of how to grade a Turnitin assignment.

Accessing the Turnitin Assignment for Grading

To access the assignment:

Log in to Moodle and navigate to the course that has the assignment.
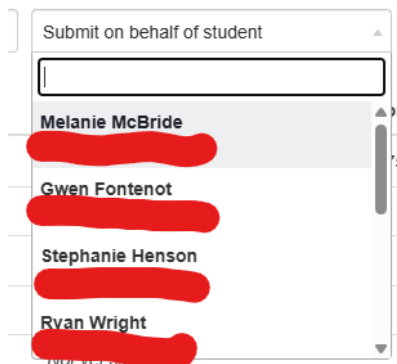
Click on the name of the Turnitin Assignment.

You will be taken to the Assignment Inbox where you can see the list of students, titles of files, submission dates, whether the students have viewed the feedback, the grades you have entered, the percentage on the Similarity Reports, and whether there are any flags on the files that were submitted.

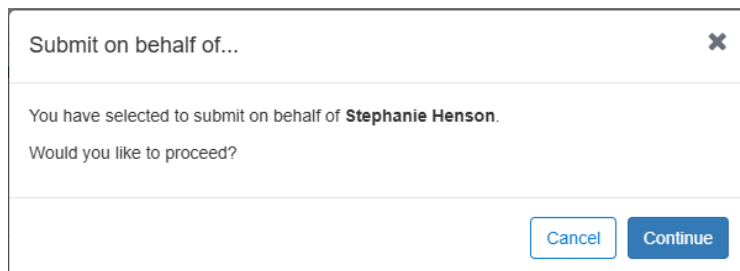**Uploading on a Student's Behalf:**

If you ever need to upload a student's work for them, you can click on the drop down that says **"Submit on behalf of student."**

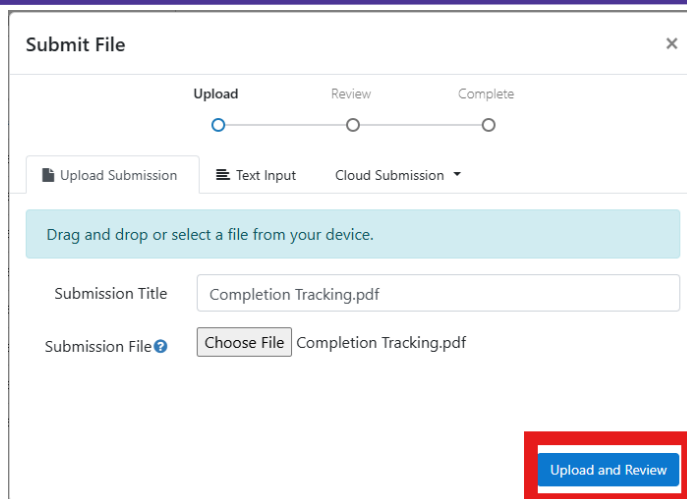Then, choose the student whose work you are trying to upload.

Once the student is selected, you will be asked if you want to proceed with uploading for that student. To proceed, click Continue.

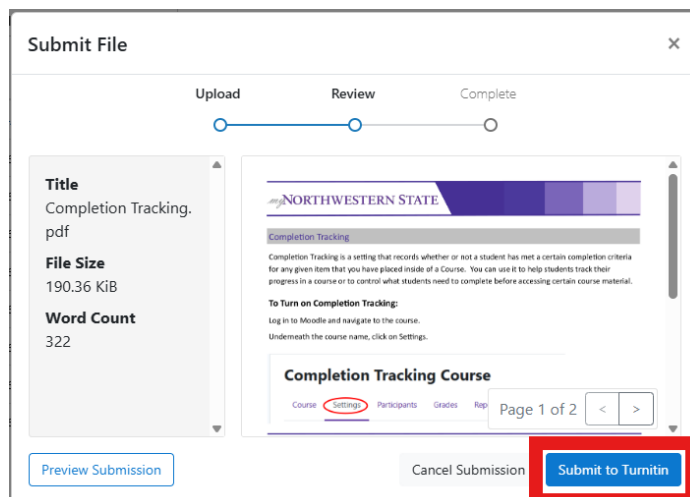You will then click on the **Choose File** button to browse and find the file that needs to be uploaded for the student. Once uploaded, you will click **Upload and Review**.

You will see a preview of the file that was uploaded. If everything is correct, you will click **Submit to Turnitin**.

Upon submission, you will be taken back to the **Submission Inbox** showing that the upload was successful.

	Author	Title	Submission ID	Uploaded	Viewed	Grade	Similarity	Flags	Options
☐	Stephanie Henson	Completion Tracking.pdf	2722417723	July 29, 2025	✎̸	✎	● 0%	--	•••
☐	Emily Perritt	582G-Spec-Ed-Advising-G...	2722407535	July 29, 2025	✎̸	✎	● 76%	--	•••

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To grade a student's work and to see the details of the similarity report, click on the pencil located in the Grade column.

	Author	Title	Submission ID	Uploaded	Viewed	Grade	Similarity	Flags	Options
☐	Stephanie Henson	Completion Tracking.pdf	2722417723	July 29, 2025	✎̸	✎	● 0%	--	•••
☐	Emily Perritt	582G-Spec-Ed-Advising-G...	2722407535	July 29, 2025	✎̸	✎	● 76%	--	•••

A pop-up window will open on your screen taking you to the Feedback Studio where you can review the file uploaded and assign the grade for the student's work.

The top of the window provides you with the student's name, the file name of the item uploaded, and a box to enter the grade.

On the right hand side of the screen, the blue section provides you buttons where you can enter comments and notes to the student.

The **QuickMarks** button allows you to select from a list of pre-formatted comments.

The **Feedback Summary** button allows you to either do a voice comment or type customized comments.

The **Rubric/Form** button allows you to use a rubric that was attached to the assignment.

The red section allows to view if there are any flags and the sources that Turnitin was able to match the text in the document.
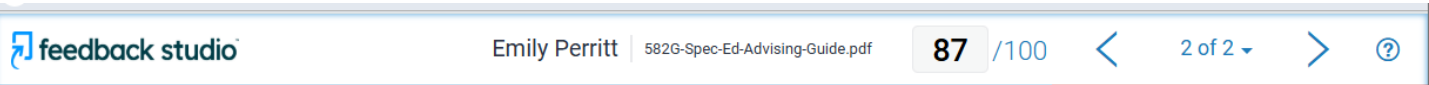
The **Flags** button shows if there is any hidden text or replaced characters that Turnitin's algorithms deem in-consistent from a normal submission.

The **Match Overview** button shows the similarity score and highlights pieces of the document that matched, along with providing the source that the information matched to.

The **All Sources** button allows you to review the sources that Turnitin matched to the submitted text.

The **Filter** button allows you to exclude quotes, bibliography, and sources that are less than a certain amount of words or percentage of source documents.

The **Excluded Sources** button allows you to exclude specific sources from being part of the similarity report.

After reviewing the document, you can enter the grade at the top of the screen.

Once entered, you can close the Feedback Studio window.

When you go back to the **Assignment Inbox** area, you will see the grade that you have entered for that student.

Once you have graded all the students, you can click on the **Analytics** button to see a breakdown of similarity scores, the variety of sources deemed similar to student writing, and, if you use any of the QuickMarks, the common errors noted.