

## Turnitin© Assignments in SPARK

*An overview and instructions for students on how to submit a Turnitin assignment*

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### OIT Academic Computing

Lederle Graduate Research Center  
University of Massachusetts Amherst

Phone: (413) 577-0072

Email: [instruct@oit.umass.edu](mailto:instruct@oit.umass.edu)

<http://www.oit.umass.edu/academic>

## What is Turnitin?

The Turnitin Plagiarism Prevention System helps professors assess the originality of students' work by comparing electronic documents to online sources and the Turnitin database. The software returns an "originality report", which rates the document and highlights text that appears elsewhere.

**Note:** To protect students' intellectual property rights, assignments submitted to UMass Amherst's version of Turnitin will not be submitted to the larger Turnitin database of papers. Instead, all papers are placed in a special UMass Amherst database.

Instructors can create assignments in SPARK that (either automatically, or at the instructor's discretion) check student submissions through Turnitin. The following are instructions on how to submit a Turnitin assignment.

## Submit a Turnitin Assignment

Submitting a Turnitin assignment is very similar to the way you submit other written assignments in SPARK:

1. On your course *Home Page*, click the icon of **your Turnitin assignment**. Your *Turnitin class portfolio screen* will open.

#	assignment	submit	title	submitted	contents
2	Warm War: Why not cold? 03-15-07 05-22-07	↑	Luke-Warm War: A Skywalkerian Ap...	03-15-07	📄.pdf

2. On the *Turnitin class portfolio screen*, under *submit*, click the **submit paper** icon. A screen with *paper submission preferences* will open.
3. On this screen, you can choose between the two paper submission methods described below.

### The File Upload Method

Use the file upload method to submit a paper you have already written using software that generates these acceptable file types: **MS Word**, **WordPerfect**, **PostScript**, **PDF**, **HTML**, and **plain text**.

1. On the paper submission preferences screen, in the *Submit a paper by:* drop-down menu, select **file upload**.
2. In the *submission title:* field, enter a **title** for your Turnitin assignment.
3. In the field under *Browse for the file you want to upload:*
  - If you know the exact name and location of the file you wish to upload, enter **it** here.
  - Or
  - Click **Browse...** and navigate to the desired file's location on your computer, then select the *file* and click **Open**.

### About Your Submission

Check with your professor to find out whether you are allowed to submit your Turnitin assignment more than once.

Depending on the settings your instructor has used to create the Turnitin assignment, your first submission may also be your final one.

### Why Not Cut and Paste?

Even though it is the name of this file upload method, we do not recommend you *cut* and *paste* your submission.

Instead, we recommend you use your word-processor's *copy* function. This way, you retain a copy of your original assignment in the word-processing format.

4. Click **submit**. An *assignment verification* screen will open. On this screen, your paper will appear under *Is this the paper you want to submit?* If you are ready to submit your paper, click **yes, submit**.
5. A screen displaying a *Turnitin digital receipt* will open. The *Turnitin digital receipt* is an exact digital copy of the paper you submitted. Click the **portfolio** icon to return to the *Turnitin class portfolio page*.

### The Cut and Paste Method

Use the cut and paste method to submit an assignment by copying and pasting your paper from word-processing software.

1. On the *paper submission preferences* screen, in the *Submit a paper by:* drop-down menu, select **cut & paste**.
2. In the *submission title:* field, enter a **title** for your Turnitin assignment.
3. In the field under *Cut & paste your paper:*, copy **your paper** from your word-processing software document into the field. When you have completed copying and pasting, click **submit**.
4. A screen displaying a *Turnitin digital receipt* will open. The *Turnitin digital receipt* is an exact digital copy of the paper you submitted. Click the **portfolio** icon to return to the *Turnitin class portfolio page*.

## Get Help

Within your Turnitin assignment, locate and click the **help** button to view links to Turnitin's help documentation. Along with a student frequently-asked questions section, you can also view video tutorials and more.

Turnitin's Student Quickstart Guide:

[https://api.turnitin.com/static/pdf/tii\\_student\\_qs.pdf](https://api.turnitin.com/static/pdf/tii_student_qs.pdf)

Turnitin's Full Student Manual:

[https://api.turnitin.com/static/pdf/tii\\_student\\_guide.pdf](https://api.turnitin.com/static/pdf/tii_student_guide.pdf)

Student F.A.Q.:

[https://api.turnitin.com/static/Knowledge\\_center/Knowledge\\_base.asp?r=67.2177667089954&svr=1&](https://api.turnitin.com/static/Knowledge_center/Knowledge_base.asp?r=67.2177667089954&svr=1&)

Turnitin Training Videos:

[https://api.turnitin.com/static/Knowledge\\_center/Training\\_videos.asp?r=67.2177667089954&svr=1&](https://api.turnitin.com/static/Knowledge_center/Training_videos.asp?r=67.2177667089954&svr=1&)