

TurnItIn Instructor Guide for Upper Iowa University

Introduction


TurnItIn (TII) is a tool for both teachers and students to ensure academic integrity by checking the originality of submitted papers to avoid issues of plagiarism and academic dishonesty. TurnItIn compares submitted written work with literally millions of websites, scholarly journals, magazines, books, printable reports, and other student papers and is widely recognized as one of the leading plagiarism prevention and education services. However, users should be aware that TurnItIn scans submitted work and compares it to ALL other sources on file. Therefore, it is possible that a student paper may have similarities to other written works that are merely coincidental, and not plagiarism. It is important that instructors and students scan the originality reports generated by TurnItIn carefully to determine what areas of concern need to be addressed in each submitted paper.

Using TurnItIn

Upper Iowa licenses TurnItIn and provides instructors with simple setup for use within courses. Download the TurnItIn Instructor Guide for directions. The TurnItIn integration with LearningStudio allows instructors to designate any assignment dropbox basket in LearningStudio as a TurnItIn assignment. Instructors and students can then view originality reports for submitted work.

Configuring LearningStudio Dropbox Baskets

You must select specific Dropbox Baskets to use or not use TurnItIn. This option is useful for when you have multiple baskets and would like to only manage midterm papers or special assignments for plagiarism. Once a basket is selected for TurnItIn, you have the option to deselect the check box at any time. In addition, you can enable Dropbox Baskets containing previously submitted assignments to use TurnItIn. Once the Dropbox Basket containing previously submitted assignments is selected to use TurnItIn, the system auto-generates an Originality Report for each document.



1. On the Tools menu, click **Dropbox**.
2. In the **Edit** column, click .

3. In the TurnItIn column, either:
 - a. Select the check box for each item you want to review for plagiarism.
 - b. Deselect the check box for each item you do not want reviewed for plagiarism.

Tip: Once TurnItIn is enabled for an assignment, the Settings icon  displays.

4. Click **Save Changes**.

TurnItIn provides a series of preference settings you can apply.

1. On the Tools menu, click **Dropbox**.
2. In the **Edit** column, click .
3. In the Settings column, click  for the Dropbox Item for which you want to modify settings. The Assignment Editor page opens.
4. From the options provided, select preference settings accordingly.

Video Tutorials & Support

Instructor setup of dropbox for TurnItIn

[Instructor Setup Document](#)

Instructor use of TurnItIn for assignment grading

[Instructor Grading Workflow Document](#)

Student use of TurnItIn

[Student Use Tutorial Document](#)

For more information about the TurnItIn integration in LearningStudio, click the Help link in your Course Tools menu and search for TurnItIn, or navigate through the Help menu to Course Tools > Dropbox > Manage Plagiarized Dropbox Items

More Training Resources

There are many more training resources for students and instructors on the [TurnItIn website](#).