

Steps for Creating Turnitin Drop Boxes in Angel

Drop Box 1: Rough Drafts

1) Locate and Click on the Turnitin Drop Box in the Angel Content section of Lessons

Turnitin Test
Add Content

Create an Item

- Lesson Plan**
Create a lesson plan.
- Folder**
Create a new folder to organize your content.
- Page**
Create a new page.
- Link**
Create a URL to link to a document on the World Wide Web.
- File**
Upload Zip, Word, Excel, graphic files and more from your computer.
- Drop Box**
Create a drop box for ePortfolio publication.
- Game**
Adds a crossword puzzle or quiz show content item.
- IMS/SCORM Package**
Adds a reference to an IMS/SCORM content package.
- Discussion Forum**
Adds a gradable or Q & A.
- Blog**
Adds a blog page where all users can post.
- Wiki**
Adds a wiki page where users can freely edit each others posts.
- Course Syndication**
Create a new Course Syndication for your content folder.
- Assessment**
Create a new assessment, practice test or exam.
- Survey**
Create a new survey.
- Section Header**
Create a new inline section header.
- External Tool**
Adds a link to a 3rd party tool.
- Turnitin Drop Box**
Create Turnitin drop box

2) Select Paper Assignment

turnitin

About this page
This is the first step in creating an assignment. Use the radio buttons to select an assignment type. Please note a paper assignment must exist before any other assignment type can be created.

Select your assignment type

- Paper Assignment
Paper Assignment
Paper Assignment -The paper assignment type is the base assignment for all other assignments types (PeerMark, Revision, and Reflection).
When creating a paper assignment there are three dates that instructors will need to set: the start date, the due date, and the post date.
- PeerMark Assignment
- Revision Assignment

Next Step

3) Title your assignment and provide a point value. Select start dates, due dates, and post dates.

Start Date=First opportunity for students to submit a draft.

Due Date=When draft is due for students.

Post Date=Time when students can see graded paper.

Expand Optional Settings to set further “rules” for the drop box. Examples: Will drop box accept submissions after the due date? Will students be able to view their originality reports? Can students upload multiple drafts to the drop box?

checked against all of our databases. If you would like to create a custom search or view other advanced assignment options, click the "more options" link.

New Assignment

Assignment title [?](#)
Summary Essay

Point value [?](#)
0
Optional

Use Common Core State Standards?
Turnitin now offers six rubrics aligned with Common Core State Standards. Use the "attach a rubric" dropdown under the Optional settings below to get started using them on this assignment!

Start date [?](#)
03-Jan-2013
at 12 : 24 PM

Due date [?](#)
10-Jan-2013
at 11 : 59 PM

Post date [?](#)
11-Jan-2013
at 12 : 00 AM

NOTE: In Angel, the post date relates to the availability of GradeMark papers only and has no bearing on when grades are posted to the Angel Gradebook.

Expand for more options (e.g. accepting late submissions)

4) Clicking on submit will create a new Turnitin Drop Box:

Turnitin Test

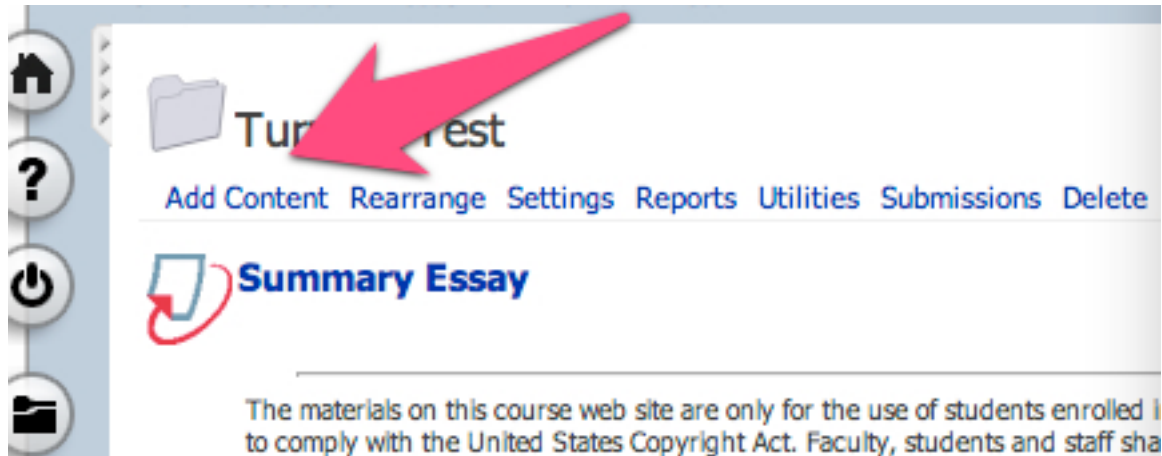
Add Content Rearrange Settings Reports Utilities Submissions Delete

Summary Essay

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Drop Box 2: Peer Review

- 1) Make sure that you've already created a drop box for the rough draft. (See the steps above.)
- 2) Click the Add Content link in Angel.



- 3) Select Turnitin Drop Box

Turnitin Test
Add Content

Create an Item

Lesson Plan Create a lesson plan.	Folder Create a new folder to organize your content.	Page Create a new page.
Link Create a URL to link to a document on the World Wide Web.	File Upload Zip, Word, Excel, graphic files and more from your computer.	Drop Box Create a drop box for ePortfolio publication.
Game Adds a crossword puzzle or quiz show content item.	IMS/SCORM Package Adds a reference to an IMS/SCORM content package.	Discussion Forum Adds a gradable or Q & A.
Blog Adds a blog page where all users can post.	Wiki Adds a wiki page where users can freely edit each others posts.	Course Syndication Create a new Cc your content for.
Assessment Create a new assessment, practice test or exam.	Survey Create a new survey.	Section Header Create a new inline section header.
External Tool Adds a link to a 3rd party tool.	Turnitin Drop Box Create Turnitin drop box	

4) Select PeerMark Assignment

Select your assignment type

Paper Assignment

PeerMark Assignment

Revision Assignment

Next Step

PeerMark Assignment
The PeerMark assignment type allows students to review their peers' papers based on scale and free response questions selected by the instructor.

[View a PeerMark demo](#)

5) Fill out the first screen of Peer Mark Settings:

PeerMark Settings

Step 1 Assignment Step 2 Distribution Step 3 Questions

Select an assignment to base this peer review on

Summary Essay - DUE Jan 10

Point value: 25 Award full points if review is written

Hide options

Assignment title: Summary Peer Review Workshop

Assignment description and/or instructions: Go here to review other student drafts.

Additional Settings: Allow students to view author and reviewer names, Allow students without a paper to review

Assignment Dates: [Reset to default dates](#)

Start: 11-Jan-2013 at 12:01 am

Due: 14-Jan-2013 at 11:59 pm

Post: 15-Jan-2013 at 12:01 am

Show more options

Save & Continue or Cancel

Select assignment for peer review - the drop box where students submitted rough drafts.

provide a name for peer review

Set due dates

More options allows you to set items such as the last possible date students can submit a rough draft and still participate.

Click here to go to the next screen

6) Fill out the second screen of Peer Mark Settings:

PeerMark Settings Step 1 Assignment Step 2 Distribution Step 3 Questions

Distribution of Papers

Select the number of papers each student will review.
[Learn more about how papers are distributed](#)

Each student will review

Paper(s) automatically distributed by PeerMark	1
Paper(s) selected by the student	0
Require self-review	NO

[Edit](#) 1 total reviews

[Show more distribution options](#)

Save & Continue

Click "Edit" to change the number of reviews a student needs to complete

Click here if you want to "pair" specific students or "exclude" students

Click here to go to next screen

7) Fill out the final screen of Peer Mark Settings:

PeerMark Settings Step 1 Assignment Step 2 Distribution Step 3 Questions

[Click here to add instructions.](#)
Instructions entered here will appear to students above their peer review questions.

Add Question Reorder questions

- Free Response
- Scale
- LIBRARY: Sample Library

Save & Finish

Clicking on the "Add Question" button allows instructors to provide questions for students to answer for each draft they read.

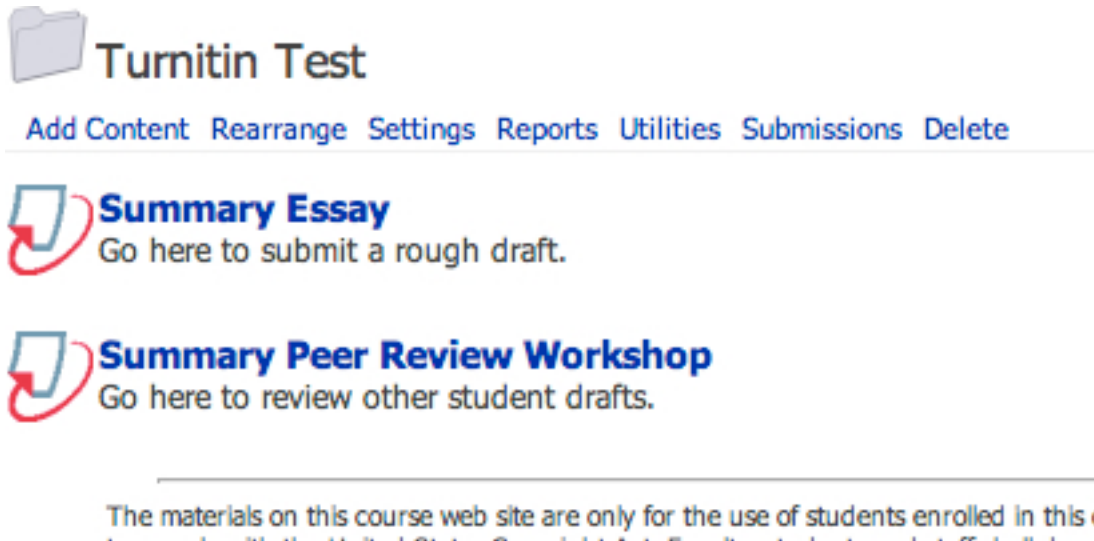
If you select "Free Response" or "Scale" you can write your own questions.

You can also use questions from Turnitin.

When you've added all your questions, click this button to finish.

Drop Box 3: Final Draft

- 1) Make sure that you've already created a drop boxes for the rough draft and peer review. (See the steps above.)
- 2) Click the Add Content link in Angel.



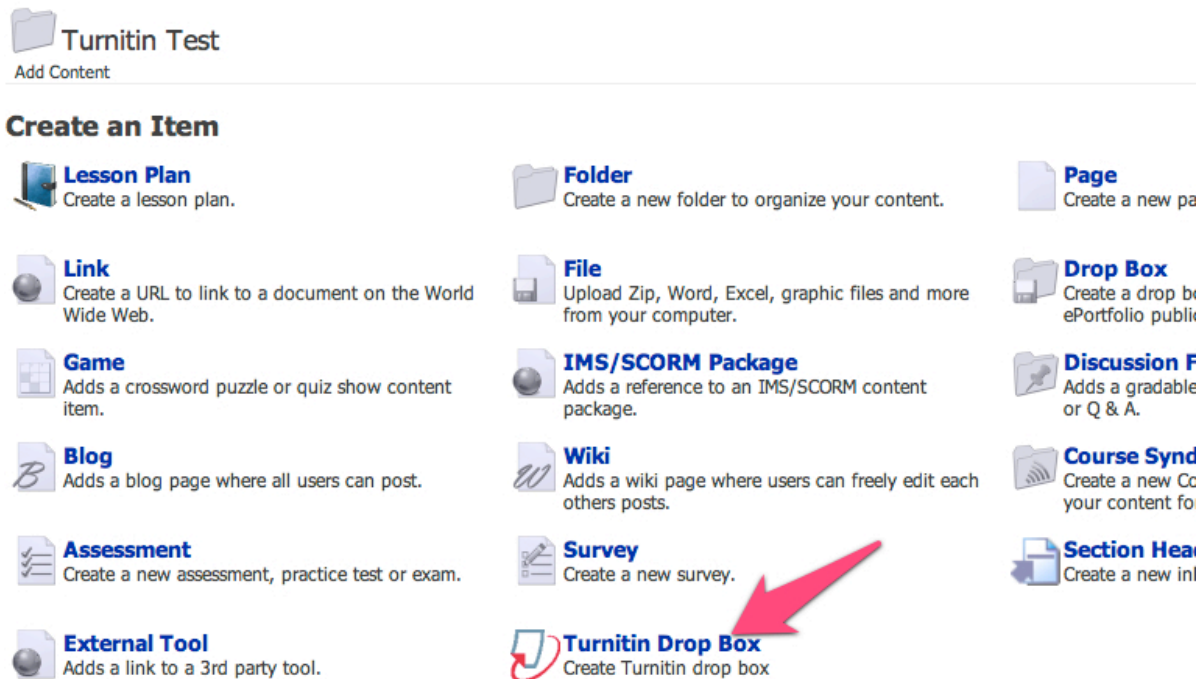
Turnitin Test
Add Content Rearrange Settings Reports Utilities Submissions Delete

Summary Essay
Go here to submit a rough draft.

Summary Peer Review Workshop
Go here to review other student drafts.


















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- 3) Select Turnitin Drop Box



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 External Tool Adds a link to a 3rd party tool.	 Turnitin Drop Box Create Turnitin drop box	

4) Select Revision Assignment

Select your assignment type

Paper Assignment

Peer Review Assignment

Revision Assignment

Revision Assignment
If the instructor would like students to submit multiple drafts without overwriting the previous drafts/submissions, the instructor can create additional assignments using the revision assignment type. Revision assignments are duplicates of the 'parent' assignment's advanced options and standard settings, but may have new start, due, and post dates.

Next Step

5) Fill out the following screen. Turnitin will carry over many of the settings you chose when you set up your drop box for the rough draft.

based on paper assignment
assignment 2: Summary Essay

point value
100

start date: 03-Jan-2013 at 2:22 PM

due date: 10-Jan-2013 at 11:59 PM

post date: 11-Jan-2013 at 12:00 AM

NOTE: In Angel the post date relates to the availability of GradeMark papers only and has no bearing on when grades are posted to the Angel Gradebook.

enter special instructions (optional):
Submit your final draft here

generate Originality Reports for student submissions:
immediately (first report is final)

allow students to see Originality Reports?
 yes
 no

submit

Select "base" essay assignment (the rough draft and peer review essay)

Assign points

Fill in the due dates

Use this menu to determine how many times students can submit drafts

Select whether you want students to see the originality reports

Click "submit" to finish

6) If you decided to have one peer review workshop and one revision for the final draft, you'll have three Turnitin Drop Boxes:

The screenshot shows a web interface for 'Composition I - Source'. At the top, there are navigation tabs: Course, Calendar, Lessons, Resources, Communicate, Report, Automate, and Manage. Below this is a breadcrumb trail: Home > Course > Lessons > Turnitin Test. The main content area is titled 'Turnitin Test' and includes links for 'Add Content', 'Rearrange', 'Settings', 'Reports', 'Utilities', 'Submissions', and 'Delete'. There are three submission options, each with a document icon and a red arrow:

- Summary Essay**: Go here to submit a rough draft.
- Summary Peer Review Workshop**: Go here to review other student drafts.
- Summary Essay: Revision 1**: Submit your final draft here

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If you want to have more than one peer review, you'd just use the Revision 1 drop box as the base assignment for the next peer review:

The screenshot shows the 'PeerMark Settings' interface for 'Step 1 Assignment'. A red arrow points to the dropdown menu for 'Select an assignment to base this peer review on.', which is currently set to 'Summary Essay: Revision 1 (Summary Essay) - DUE Jan 18'. The due date is 'DUE: 18-Jan-2013'. Below this, there is a 'Point value' field and a checkbox for 'Award full points if review is written'. There is a link for 'Show more options'. The 'Assignment Dates' section includes 'Reset to default dates' and three date-time pickers:

- Start**: 19-Jan-2013 at 12:01 am
- Due**: 02-Feb-2013 at 11:59 pm
- Post**: 04-Feb-2013 at 12:01 am

There is a link for 'Show more options' and buttons for 'Save & Continue' or 'Cancel'.