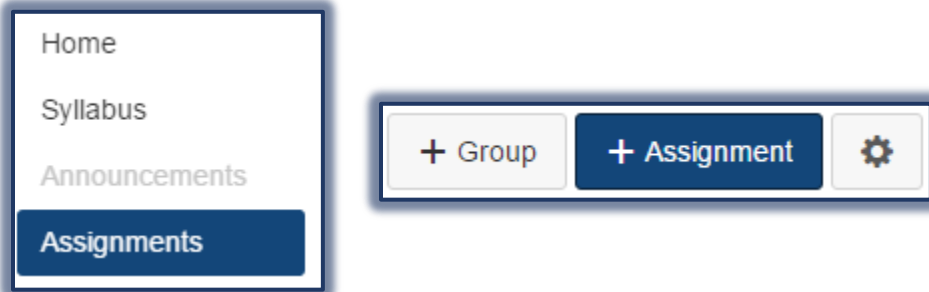


## Canvas and Turnitin

Turnitin is available for use within the Canvas Learning Management System. In order to set up Turnitin, you need to create an Assignment. Even after an assignment has been created, it can be modified to be used with Turnitin.

### CREATE AN ASSIGNMENT

- Click the **Assignments** link in the **Navigation Area**.

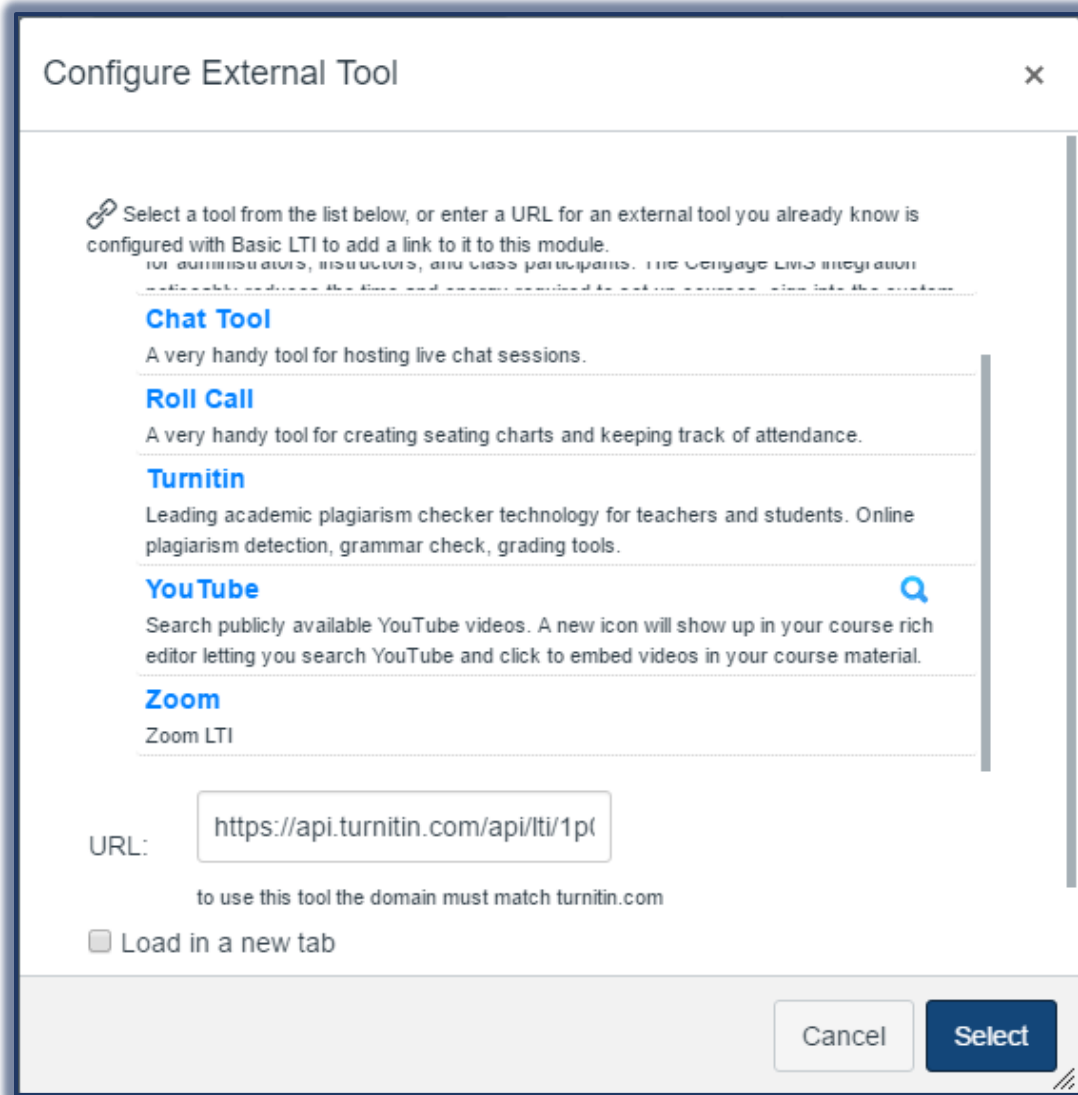


- The **Assignments** window will display.
- Click the **Add Assignments (+Assignment)** button in the upper-right corner of the window (see illustration above right).
- The **Create New** window will display.
- Input an **Assignment Name**.
- Input the **Details** for the **Assignment** in the **Text Editor** box.
- Specify the number of **Points** for the **Assignment**.
- Select an **Assignment Group**. The default options are Assignment, Required Assignment, Optional Assignment, Training Assignment, or New Group.
- Select how the **Grade** is to be displayed. The options here are Percentage, Complete/Incomplete, Points, Letter Grade, GPA Scale, or Not Graded.
- If the grade should not be added to the **Total Points** click the checkbox for that option.
- Under **Submission Type**, select **External Tool**.

The image shows a 'Submission Type' configuration window. At the top left, the text 'Submission Type' is displayed. Below it is a dropdown menu with 'External Tool' selected. Underneath the dropdown is the heading 'External Tool Options'. Below this heading is the text 'Enter or find an External Tool URL'. There is a search input field containing the text 'turnitin' and a 'Find' button to its right. Below the search field is a checkbox labeled 'Load This Tool In A New Tab', which is currently unchecked.

- In the **Search** box, input **Turnitin**.
- Click the **Find** button.

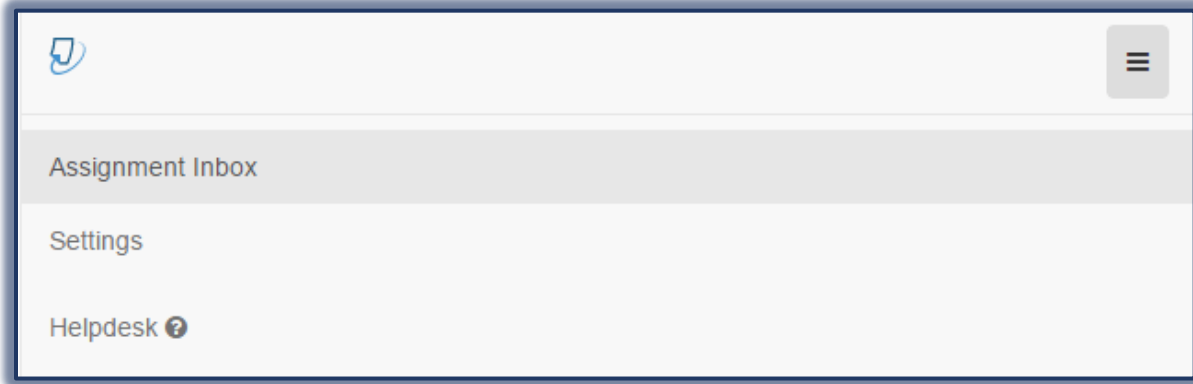
🖥️ The **Configure External Tool** window will display.



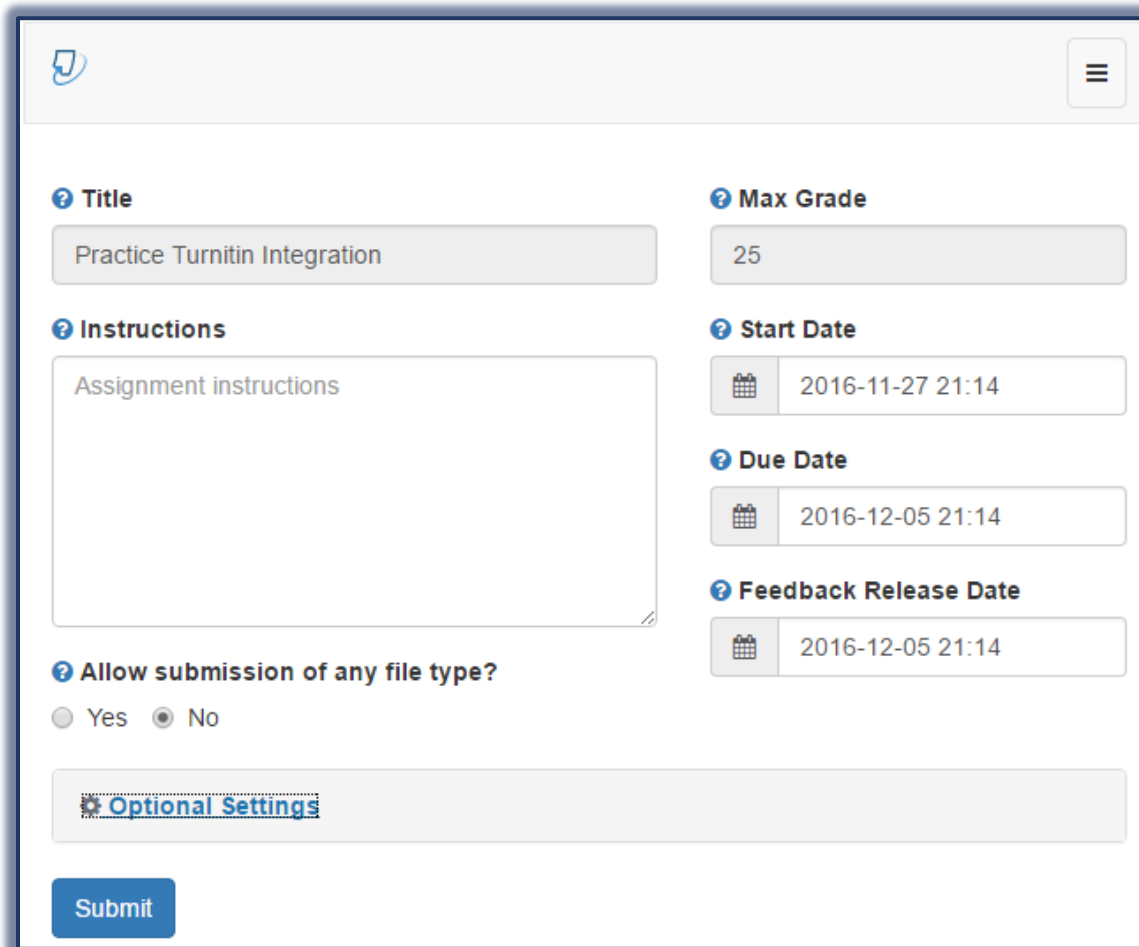
- 🖥️ Scroll down the page, if necessary, and select **Turnitin**.
- 🖥️ The **Turnitin** information will display in the **URL** box.
- 🖥️ Click the **Load in a New Tab** button to have **Turnitin** display in a different browser window.
- 🖥️ Click the **Select** button.
- 🖥️ Input a **Due Date** for the **Assignment**. When the **Due Date** is input, the Assignment will appear under the Assignments link and in the Gradebook, Syllabus, and Calendar.
- 🖥️ Input the dates when the **Assignment** will be available for students.
- 🖥️ Specify whether or not to notify the students when changes have been made to the **Assignment**.
- 🖥️ Click the **Save & Publish** button to save the **Assignment** and publish it at the same time.
  - ☆ Publishing the Assignment will make it available to students.
  - ☆ An Unpublished Assignment cannot be viewed by students.
- 🖥️ Click the **Save** button to save the **Assignment** without publishing it.

## CHANGE THE SETTINGS FOR TURNITIN

- 🖥️ The **Assignment** window will display.
- 🖥️ Click the button in the upper right corner of the Assignment (the one with the three bars).



- 🖥️ Click the **Settings** option.
- 🖥️ The **Settings** window will display.

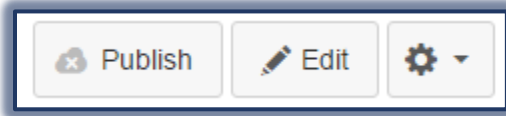
A screenshot of a settings form. At the top left is a blue circular icon with a white document symbol. At the top right is a grey square button with three horizontal white bars. The form contains several fields:

- Title**: A text input field containing "Practice Turnitin Integration".
- Max Grade**: A text input field containing "25".
- Instructions**: A large text area containing "Assignment instructions".
- Start Date**: A date picker field showing "2016-11-27 21:14".
- Due Date**: A date picker field showing "2016-12-05 21:14".
- Feedback Release Date**: A date picker field showing "2016-12-05 21:14".
- Allow submission of any file type?**: A radio button group with "Yes" and "No" options. The "No" option is selected.
- Optional Settings**: A button with a gear icon and the text "Optional Settings".
- Submit**: A blue button with the text "Submit".

- 🖥️ Input the **Instructions** and **Dates** for the Assignment.
- 🖥️ Click the **Optional Settings** button to specify other options.
- 🖥️ Click the **Submit** button.

## EDIT AN ASSIGNMENT

- 🖥️ Click the link for the **Assignment** that is to be modified.
- 🖥️ Click the **Edit** button on the right side of the window.



- 🖥️ The **Assignments** window will display.
- 🖥️ Make any changes necessary to the **Assignment**.
- 🖥️ Scroll down the window to the **Submission Type** box.
- 🖥️ Follow the instructions in the previous section to configure the **Assignment** for **Turnitin**.
- 🖥️ Select one of the options to save the changes to the Assignment.
- 🖥️ When the student clicks on the Assignment a link will appear that will allow the student to submit the document.