## Anonymous marking with GradeMark

If you want to use anonymous marking with GradeMark you will need to create a Turnitin assignment as normal.

When you reach the **Anonymous Marking** field make sure that you choose **Yes** from the drop down menu.



You will also need to set the **Report** Generation Speed field to Generate reports immediately, reports can be overwritten until due date.

This means that if a student submits the wrong assignment to the dropbox they can overwrite it until

the due date without needing to contact their module leader (which would negate the anonymous marking process).

For students, anonymous assignments behave in exactly the same way as identified assignments. You just need to make sure that students are advised not to include their name in the title of their work, the file name or in any headers or footers as this will defeat the purpose of the anonymous marking.

For staff the Turnitin interface will change slightly. If there are no submissions you will simply see an empty **Submission inbox** rather than a list of student names with no submission details.



Once a student has submitted an assignment you will see a screen similar to the one below.

	Summary	Submit Paper	Submission Inbox	Options						
					C Refresh Sub	missions	(iii)	Enroll A	II Stude	ents
Search: First Previous 1 Next Last								Showing	10 1 to 1 of	<ul> <li>Entries</li> <li>1 entries</li> </ul>
Student Submission	*	Paper ID	Submitted	Similarity	Grade  🍦					
Part 1										
Test submission Anonymous Marking Enabled		40259151	2/02/15, 10:31	Pending	-/100 🧨	•	(0)	3	Ç	Ū
First Previous 1 Next Last								Showing	1 to 1 of	1 entries

You can then mark the work as normal using GradeMark.

If you need to identify the work, click on the **Anonymous Marking Enabled** button. You will need to complete the **Reason for Unmasking** field and then click on the **Reveal** button.



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	Summary	Submit Paper	Submission Inbox	Options					
					C Refresh Sub	missions	(iii)⇒ Ei	nroll All Stu	dents
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Part 1									
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The submission will then display as a normal assignment. Once you identify an anonymous assignment you cannot make it anonymous again.

	Summary	Submit Paper	Submission Inbox	Options					
					C Refresh Sub	missions		All Stude	ents
Search:					0		Sh	ow 10	<ul> <li>Entries</li> </ul>
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Part 1									
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Any subsequent submissions will remain anonymous. You cannot identify all of the submissions in one go. You will need to reveal each one individually.

	Summary	Submit Paper	Submission Inbox	Options						
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Part 1										
Another submission		40259965	2/02/15, 10:52	27%	-/100 🧪	1	(0)		G	Ĩ
Test submission 2 Anonymous Marking Enabled		40260024	2/02/15, 10:54	10%	-/100 🧪		(0)	<u>a</u>	C	
Blue, Alice: 🗋 Test submission		40259151	2/02/15, 10:31	0%	-/100 🧪		(0)		Ç	Ť
First Previous 1 Next Last								Showing	1 to 3 of	3 entries

Once the post date has been reached all of the anonymous assignments will become identified. Turnitin will do this automatically for you.

	Summary	Submit Paper	Submission Inbox	Options						
					C Refresh Subr	nissions	(iii)	Enroll A	II Stude	nts
Search:								Sho	w 10 .	- Entries
inst Previous 1 Next Last Showing 1 to 3 of 3 entr										3 entries.
Student Submission	\$	Paper ID	Submitted	Similarity	♦ Grade ♦					
White, Bernard - (1 Submission) -										
Part 1: 🗋 Another submission		40259965	2/02/15, 10:52	27%	-/100 🧪		(0)	ð	Ç	Ť
Red, Charles - (1 Submission)					-					
Part 1: 🗋 Test submission 2		40260024	2/02/15, 10:54	10%	-/100 🧪		(0)	B	Ç	Ĩ
Blue, Alice - (1 Submission)					-					
Part 1: 🗋 Test submission		40259151	2/02/15, 10:31	0% 🔳	-/100 🧪		(0)	L.	Ç	Î
First Previous 1 Next Last								Showing	1 to 3 of	3 entries.

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