





The Turnitin Submission Inbox - Student version

The **Submission Inbox** contains information about the Turnitin assignment submission(s). You will see two tabs: **Summary** and **My Submissions**.

Summary		My Submissions		
Turnitin Assignment Name		Sample assignment 2		
Summary		Sample assignment 2		
Assignment Part	Start Date	Due Date	Post Date	Max Marks
Part 1	2/10/15, 12:05	9/10/15, 12:05	9/10/15, 12:05	100
Part 2	2/10/15, 12:05	9/10/15, 12:05	9/10/15, 12:05	100

The **Summary** tab just gives an overview of this particular Turnitin assignment with due dates and times and the marks available (if your tutor has chosen to use this option).

The **My Submissions** tab will display your submission information. What you see will depend on what your tutor has chosen to let you see. The example below shows all of the columns you are likely to see.

Summary		My Submissions		
		Refresh Submissions		
Show 10 entries		Showing 1 to 1 of 1 entries		
First Previous 1 Next Last		Search:		
Submission	Submitted	Similarity	Grade	Comments
Part 1 - sdfsafrsd Status: Submission successfully uploaded to Turnitin.	2/10/15, 12:16	40% 	~/100 	(0) 
First Previous 1 Next Last		Showing 1 to 1 of 1 entries		
Add Submission		Submission Type  Select Submission Type		

Submission

This column displays your submission. You can click on the title link to open a copy of your submission.

Submitted

This displays the date and time that you submitted your work.

Similarity

This column displays the **Originality Report** percentage match for your submission and its associated colour indicator. 100% (red) is a complete match with another piece of work and 0% (blue) indicates no match with any work in the database sources. Click on either the percentage value or the coloured block to open the Originality Report. **Pending** in this column means that the report is still being generated. Clicking on the **Refresh Submissions** tab can sometimes speed the process up but it can take several minutes particularly at peak times.

You will only see this option if your tutor has chosen to make it available to you.

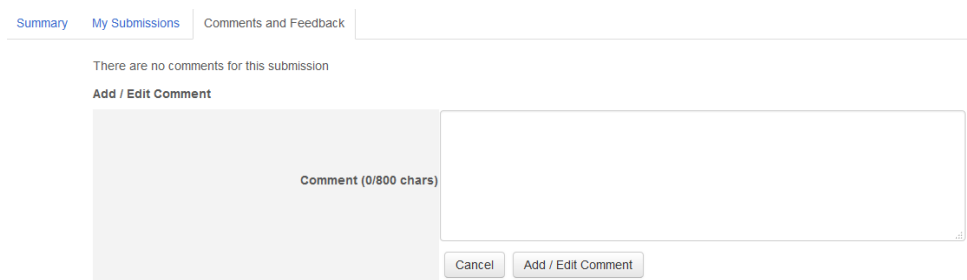
Grade

This is how you access GradeMark. Clicking on the blue pencil icon will take you into the GradeMark marking interface.

You will only see this option if your tutor has chosen to make it available to you. The GradeMark feedback will only become available once the **Post Date** (and time) has been reached. You can check this on the **Summary** tab.

Comments

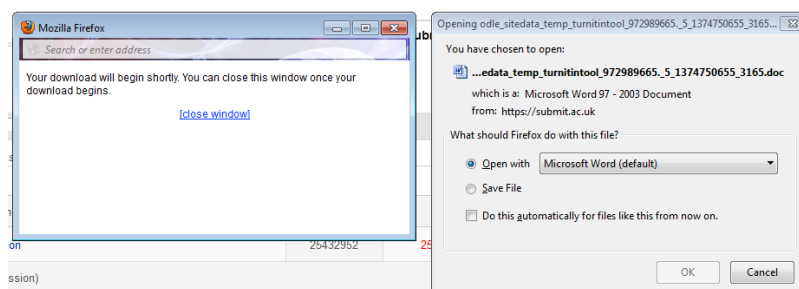
The **Comments** column with the number in brackets (in this example (0)) allows both you and your tutor to add comments to your submission. Click on (x) to open up a text box. Add your comments into the text box. Click on **Add/Edit Comment** to save your comments.



This not part of the GradeMark process. It is just a quick way of adding brief comments to a particular assignment.

Downloading submissions

You can download and save your assignment to use outside of Turnitin. Click on the download icon (the little paper with an arrow on it). There is a slight delay but you will then see two dialogue boxes one explaining that your download will begin shortly and the other allowing you to **Open** or **Save** the file. These options will vary slightly depending on the file type. Make your choices and then click on **OK** to proceed.



Please note you cannot download the Originality Report using this button. This can only be done from within the Originality Report itself.