How to edit a Turnitin Assignment

If you need to make changes to the assignment title or the database sources (for example) you will need to click on **Edit** and then **Edit settings** from the drop down menu next to the assignment title. This will take you back into the assignment settings.

To change the assignment submission dates you need to click on the title link of the assignment. This will take you to the **Turnitin assignment page**.

| Summary | Submit Paper | Submission Inbox | Options |

Turnitin Assignment Name	Turnitin Direct Assignment Test
Summary	Turnitin Direct Assignment Test
Turnitin Tutors	

Assignment Part	Start Date	Due Date	Post Date	Max Marks	Export	
Part 1	17/06/13, 08:50	24/06/13, 08:50	24/06/13, 08:50	100		

The **Summary** tab will list all of the assignment parts you have created for this particular assignment. The **Start Date** is usually the date and time you created the activity. The **Due Date** is the date (and time) you want your students to submit their assignments by (by default this is a week after the Start Date) and the **Post Date** is the date (and time) you want to make the grades available in GradeMark. If you have decided to use anonymous marking the Post Date is also the date and time that the marks will be made available to your students. You will need to change the Post Date!

Assignment Part	Start Date	Due Date	Post Date	Max Marks	Export		
Part 1	24/07/13, 09:59	31/07/13, 09:59	31/07/13, 09:59	100	-		
Part 2	24/07/13, 09:59	31/07/13, 09:59	31/07/13, 09:59	100	-		

To edit any of the dates and times click on the pencil icon at the right hand end of the appropriate row in the table. You can also change the **Assignment Part** title and the **Max Marks** (maximum marks) from this screen. Click on the **Submit** button to save your changes.

Assignment Part	Part 1
Start Date	17 ▾ June ▾ 2013 ▾ 08 ▾ 50 ▾
Due Date	24 ▾ June ▾ 2013 ▾ 08 ▾ 50 ▾
Post Date	24 ▾ June ▾ 2013 ▾ 08 ▾ 50 ▾
Max Marks	100
	Cancel Submit

If your assignment has multiple parts you will be able to edit each part of the assignment.

Until you have submissions you can delete some or all of the assignment parts. Once you have submissions you will not be able to do this. Ignore the Turnitin Tutors option.

Assignment Part	Start Date	Due Date	Post Date	Max Marks	Export	
Part 1	17/06/13, 08:50	24/06/13, 08:50	24/06/13, 08:50	100		

Once you have some submissions you will be able to **Export** them out of Turnitin in various formats. The blank page icon exports a zip file of the assignments in their original formats. The

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PDF icon (the red one) exports the files in zipped PDF format. The XLS icon (the green one) exports the grades as an Excel spreadsheet.

Be warned this process can take a long time and you may just get a blank screen for several minutes.

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

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