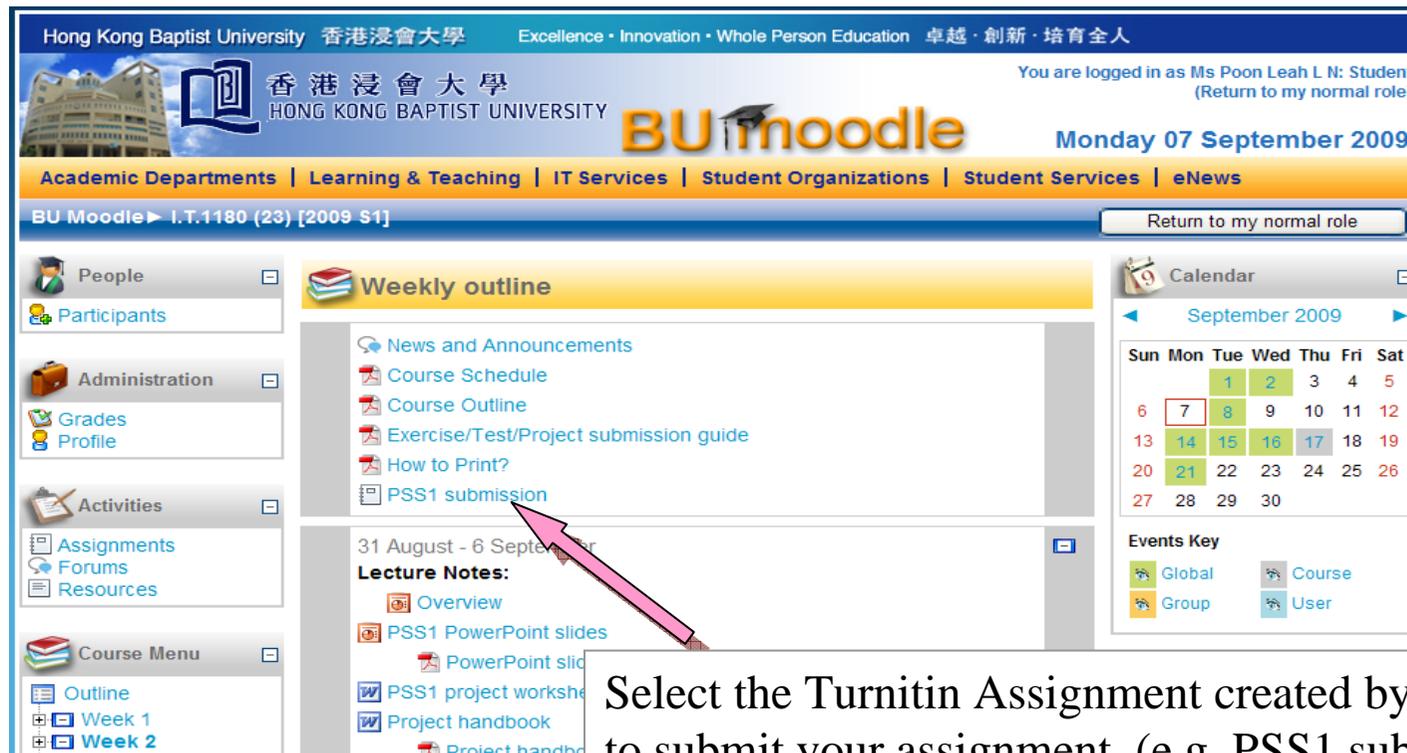


Using Turnitin in BU Moodle

– Student submission guide

(This quick guide is a modified version of the one prepared by ITO/ITSC.)

1. Login bumoodle.hkbu.edu.hk with student's Novell (ITSC) account.
2. Select the course title.



The screenshot shows the BU Moodle interface. At the top, it displays the university name in English and Chinese, the motto 'Excellence · Innovation · Whole Person Education', and the user's login information: 'You are logged in as Ms Poon Leah L N: Student (Return to my normal role)'. The date is 'Monday 07 September 2009'. Below the header is a navigation bar with links for 'Academic Departments', 'Learning & Teaching', 'IT Services', 'Student Organizations', 'Student Services', and 'eNews'. The main content area is titled 'BU Moodle ► I.T.1180 (23) [2009 S1]' and includes a 'Return to my normal role' button. On the left, there are several menu categories: 'People' (Participants), 'Administration' (Grades, Profile), 'Activities' (Assignments, Forums, Resources), and 'Course Menu' (Outline, Week 1, Week 2). The central 'Weekly outline' section lists various course items: 'News and Announcements', 'Course Schedule', 'Course Outline', 'Exercise/Test/Project submission guide', 'How to Print?', and 'PSS1 submission'. A pink arrow points to the 'PSS1 submission' link. Below this, there is a 'Lecture Notes' section with items like 'Overview', 'PSS1 PowerPoint slides', 'PowerPoint slides', 'PSS1 project worksheet', 'Project handbook', and 'Project handbook'. On the right, there is a 'Calendar' for September 2009 and an 'Events Key'.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Events Key:
Global (Globe icon) Course (Book icon)
Group (Group icon) User (User icon)

Select the Turnitin Assignment created by your teacher to submit your assignment. (e.g. PSS1 submission)

Using Turnitin in BU Moodle

– Student submission guide (con't)

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香港浸會大學 HONG KONG BAPTIST UNIVERSITY BU moodle Saturday 05 9

Academic Departments | Learning & Teaching | IT Services | Student Organizations | Student Services | eNe

English help

turnitin assignment inbox preferences

About this page

This is your class portfolio page. To submit a paper, click on the paper shaped submit icon to the right of the assignment. To view more information about an assignment, click on the assignment name. For more information on how to submit, please view the links below:

[How to submit a paper information sheet](#)

[How to submit a paper video](#)

#	assignment	submit	title	submitted	contents
1	Assignment - PSS1 start: 09-14-09 due: 09-17-09				

Done internet 100%

Click on the paper shaped submit icon to upload

Using Turnitin in BU Moodle

– Student submission guide (con't)

Hong Kong Baptist University 香港浸會大學 Excellence · Innovation · Whole Person Education 卓越 · 創新 · 培育全人

香港浸會大學 HONG KONG BAPTIST UNIVERSITY BUmoodle Monday 07 September 2009

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[WriteCycle Academy](#)

Introducing the WriteCycle Academy, a new series of FREE webinars for instructors that offer an easy, practical solution for integrating Turnitin and WriteCycle into writing-intensive classes.

About this page

To submit a paper, locate the paper you want to submit on your computer by clicking the "browse" button and enter a title for the paper. Select an enrolled student using the student pull-down to associate the

author

non-enrolled student

first name *

Tai Man

last name *

Chan

submission title *

09123456-ChanTaiMan.docx

Requirements for single file upload:

- File must be less than 20 MB
- File Types allowed: MS Word, WordPerfect, PostScript, PDF, HTML, RTF and plain text.

If your file exceeds 20 MB, [read suggestions](#) to meet requirements

browse for the file to upload *

G:\MT\2009\IPSS\IPSS 1-Arts\IPSS-PW1.docx Browse...

upload cancel go back

https://api.turnitin.com/t_submit.asp?aid=7948901&svr=9&session-id=7ec5de2ef52490939feeb489f4554f34&lang=en_us&r=52

Enter your name and filename as the submission title (e.g. **09123456-ChanTaiMan.docx**) and Click on "upload" the assignment in MS Word format

Click "Browse" to select your assignment for submission. And then click on "upload"

Using Turnitin in BU Moodle

– Student submission guide (con't)

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About this page

Make sure that the paper displayed below is the correct paper. If it is, click "yes, submit" If it is not the correct paper, click "no, go back" to return to the previous page and

submit paper: Step 2 of 2

Author Tai Man Chan

Title 09123456-ChanTaiMan.docx

Preview Paper

Objective

Part of the course requirement is an individual mini-project, which carries 20% weight of the overall course assessment. This mini-project composes of two phases. In Phase 1, you need to perform a survey to collect data for your topic, process and analyze the data you collected, and give a presentation. You also need to complete and hand in some intermediate Project Works after each Problem Solving Session. The purpose of the Project Works is to guide you through the project.

In Project Work 1, you will

- decide a topic for your project,
- perform basic web searching to get some general ideas about your topic,
- decide your project objectives, and
- prepare some questions for the survey.

Note: Because you are submitting this paper for a non-enrolled student (a student who is not a user and not enrolled in your class), this paper will be available for your use only, and will not be available for use with collaborative learning products such as Peer Review and GradeBook. If you are planning on using these products, please make sure (1) your students are all enrolled in your class and submit papers themselves, or (2) the papers you submit are for students who are properly enrolled.

submit

[return to upload page](#)

Confirm the submission

Done

Internet 100%

Using Turnitin in BU Moodle

– Student submission guide (con't)

The screenshot shows the Turnitin interface within a Moodle course. At the top, the header includes 'Hong Kong Baptist University 香港浸會大學' and 'Excellence • Innovation • Whole Person Education 卓越·創新·培育全人'. A yellow notification box at the top center states: 'You have successfully submitted this paper. Below is a copy of your Turnitin Digital Receipt.' The main content area displays the submission details: 'paper title: 09123456-ChanTaiMan.docx', 'paper ID: 105006968', and 'author: Chan, Tai Man'. Below these details are two buttons: 'go to inbox' (with a document icon) and 'submit another paper' (with a plus icon). A pink arrow points from a text box at the bottom right to the 'go to inbox' button. On the left side, there is a sidebar with 'turnitin' branding and navigation options: 'assignment inbox', 'edit assignment', 'libraries', 'class stats', and 'preferences'. At the bottom left, there is a 'WriteCycle Academy' section. At the bottom right, the footer text reads: 'Hong Kong Baptist University, Department of Computer Science, IT 1180 Information Management Technology, Project Work 1, Project Topic & Objectives'.

Submission is completed.
Click on go to index to check
your submission record.

Using Turnitin in BU Moodle

– Student submission guide (con't)

About this page

This is your assignment inbox. To view a paper, click the paper's title. To view an Originality Report, click the paper's Originality Report icon in the report column. A ghosted icon indicates that the Originality Report has not yet been generated.

PSS1 submission

Roster Sync submit paper

inbox

all papers marked papers viewed papers new papers

delete download move to...

<input type="checkbox"/>	author	title	report view detail	web	publication	student papers	grade	grademark	file	paper ID	date
<input type="checkbox"/>	Chan, Tai Man	09123456-ChanTaiMan.docx	5%	3%	5%	4%	--	--		105006968	09-07-09
<input type="checkbox"/>	Poon Leah L.N.Ms	-- no submission --	--	--	--	--	--	--	--	--	--

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In case you need to resubmit your assignment, click on “submit paper”.

Submission record and report