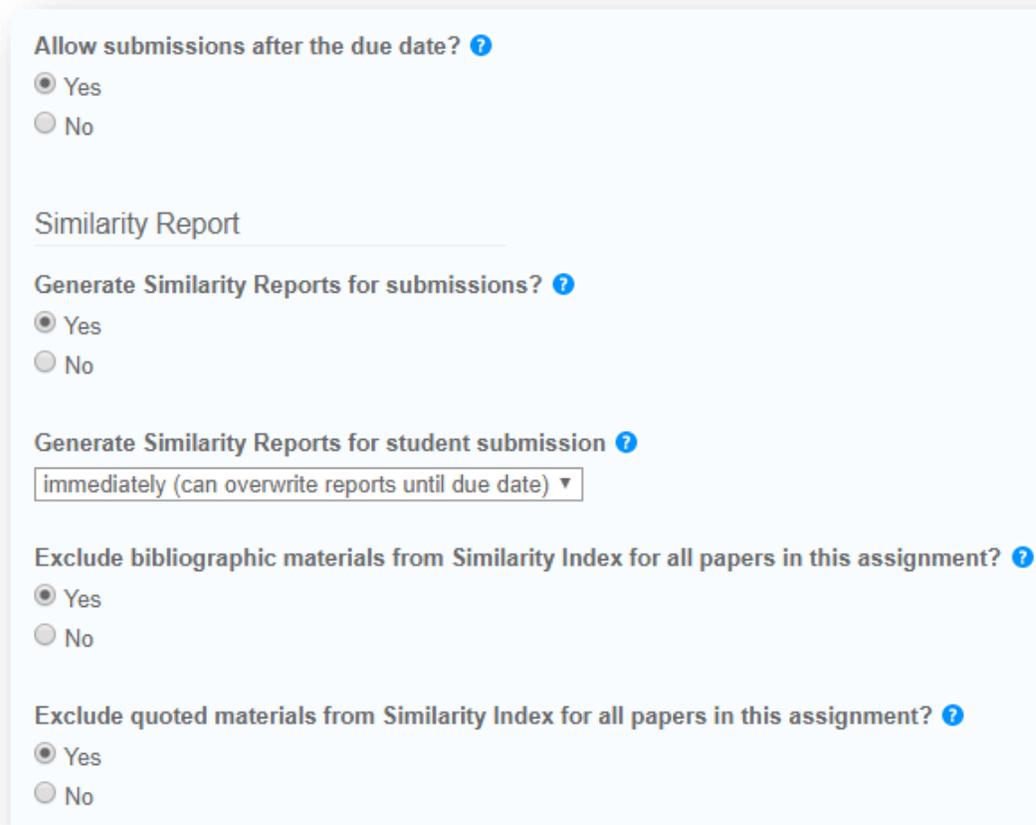


How to upload ZIP files in Turnitin

Before proceeding with the instruction below, you should already have [a class created](#) in Turnitin and [an assignment set up](#) for uploading the files. If you are only creating the Turnitin class or assignment for the purpose of uploading this ZIP file and getting similarity report, you do not need to Class ID or Enrollment key with the students. While a deadline is not necessary for the assignment, the following settings are recommended:

A screenshot of the Turnitin assignment settings interface. The settings are as follows:

- Allow submissions after the due date?** Yes, No
- Similarity Report** (Section Header)
- Generate Similarity Reports for submissions?** Yes, No
- Generate Similarity Reports for student submission**
- Exclude bibliographic materials from Similarity Index for all papers in this assignment?** Yes, No
- Exclude quoted materials from Similarity Index for all papers in this assignment?** Yes, No

Step 1 –

Go into your Turnitin class/a section and find **the list of your assignments**. On the right end, you will find the **“More actions”** option. Click on that and select **“Submit”**.

About this page
This is your class homepage. Click the "Add assignment" button to add an assignment to your class homepage. Click an assignment's "View" button to view the assignment inbox and any submissions the assignment. You can make submissions by clicking on the "Submit" option in the assignment's "More actions" menu.

Nellie's Sandbox: 101 + A

CLASS HOMEPAGE | QUICKMARK BREAKDOWN

	START	DUE	POST	STATUS	ACTIONS
Tii assignment test					
PAPER	19-Feb-2020 1:33PM	26-Feb-2020 11:56PM	29-Feb-2020 12:00AM	0 / 0 submitted	View More actions ▾
Final Exam					
PAPER	20-Apr-2020 1:33PM	27-Apr-2020 11:56PM	30-May-2020 12:00AM	11 / 0 submitted	View More actions ▾

1 More actions ▾
2 Edit settings
Submit
Delete assignment Final Exam

Step 2 –

On the page, you will see the default **“Single File Upload”** setting. Click on it to change it to **“Zip File Upload”**.

turnitin

Assignments Students Grade Book Libraries Calendar Discussion Pre

NOW VIEWING: HOME > NELLIE'S SANDBOX: 101 > FINAL EXAM

1 Submit: Single File Upload ▾

2 Multiple File Upload
Cut & Paste Upload
Zip File Upload

Author Non-enro

First name

Last name

Step 3 –

Upload the ZIP files you received from Learning Services. If you have multiple ZIP files to upload, upload one file first. You will see how to come back to upload another one in Step 5.

Step 4 –

After the file is uploaded, you will then come to the confirmation page. All students will be labeled as non-enrolled students and it is OK to have the first names and last names blank, as we will identify whose submissions they are by the anonymous ID. Click **“Submit”** at the bottom; **then again**, in the next page comes up.

Step 5 –

If the files are uploaded successfully, you will see something like the image below. **The similarity comparison will take a few minutes or hours to generate.** Please be patient.

While waiting, if you have another ZIP file to upload, you can click on the “Submit File” button to repeat Step 2-4 again until all files are uploaded.

NOW VIEWING: HOME > NELLIE'S SANDBOX: 101 > FINAL EXAM

About this page
This is your assignment inbox. To view a paper, select the paper's title. To view a Similarity Report, select the paper's Similarity Report icon in the similarity column. A ghosted icon indicates that the Similarity Report has not yet been generated.

Final Exam

INBOX | NOW VIEWING: NEW PAPERS ▾

Submit File | Online Grading Report | Edit assignment settings | Email non-submitter

<input type="checkbox"/>	AUTHOR	TITLE	SIMILARITY	GRADE	RESPONSE	FILE	PAPER ID	DATE
<input type="checkbox"/>	Anonymous	4pcDGZEjvDo3hQE_30568_106424.pdf	--		*		1303856453	21-Apr-2020
<input type="checkbox"/>	Anonymous	bFvds568ukKRTaM_30568_106424.pdf	--		*		1303856528	21-Apr-2020
<input type="checkbox"/>	Anonymous	dq3M19T65noHNY_30568_106424.pdf	--		*		1303856559	21-Apr-2020
<input type="checkbox"/>	Anonymous	iJCAFhgFL9BIWGV_30568_106424.pdf	--		*		1303856582	21-Apr-2020
<input type="checkbox"/>	Anonymous	tXvbB6lscabIB7_30568_106424.pdf	--		*		1303856597	21-Apr-2020
<input type="checkbox"/>	Anonymous	Y1sTMGNiQkDeKmp_30568_106424.pdf	--		*		1303856511	21-Apr-2020

Step 6 –

Once the similarity report comes back, you can click into the percentage to review the details. Please keep in mind that because the PDFs we generated include the question stems, the students' similarity

percentage will be affected if the questions themselves are similar to existing publications. Checking on one submission to get a sense of the baseline is helpful.

For submissions with abnormal similarity percentage, you can identify the students by finding the code in “titles” in the spreadsheets Learning Services sent you together with the ZIP files.

Final Exam

IBOX | NOW VIEWING: NEW PAPERS ▾

Submit File Online

<input type="checkbox"/>	AUTHOR	TITLE	SIMILARITY	GRADE
<input type="checkbox"/>	Anonymous	iJCAFhgFL9BIWGV_30568_106424.pdf	10% ■	✎
<input type="checkbox"/>	Anonymous	iJCAFhgFL9BIWGV_30568_106424.pdf	10% ■	✎
<input type="checkbox"/>	Anonymous	4pcDGZEjvDo3hQE_30568_106424.pdf	12% ■	✎
<input type="checkbox"/>	Anonymous	4pcDGZEjvDo3hQE_30568_106424.pdf	12% ■	✎

Name	UBC ID	Canvas ID	Anonymous ID
LtsStudentThree LtsStudentThree		93994	bFwsd568ukKRTaM
LtsStudentSeven LtsStudentSeven		93999	Y1sTMGNtQkDeKMP
LtsStudentSix LtsStudentSix		93998	DG1iFV45v7bdbkE
LtsStudentFour LtsStudentFour		93995	4pcDGZEjvDo3hQE
LTS StudentOne		93991	tXvbB6lscablbB7
LtsStudentThree LtsStudentThree		93994	CzFk5Vfk3YhFUpg
LtsStudentFour LtsStudentFour		93995	iJCAFhgFL9BIWGV
LTS StudentOne		93991	dq3M19T65noHNTY

If you have any questions, please feel free to contact Learning Services or Sauder Help Desk.