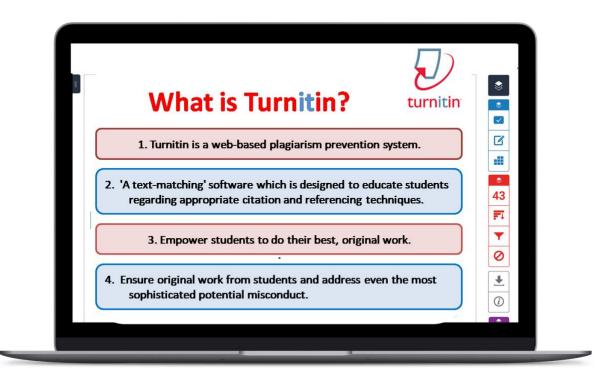


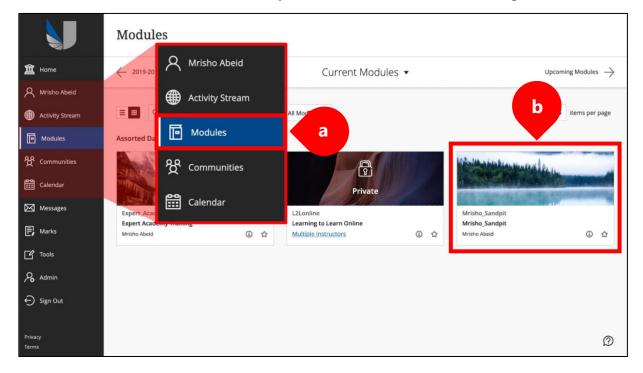
TURNITIN: SUBMIT AN ASSIGNMENT ON BEHALF OF A STUDENT

This guide will show you how to submit an assginment on a student's behalf. This is very useful when students are experiencing technical difficulties and cannot submit their assignments. They can email you a copy of their assignment and you can submit it on their behalf.





- 1. After logging into Blackboard and while on the base navigation,
 - a. open **modules** (for courses and modules)
 - b. select a module in which you would like to submit the assignment



2. Visit the location where the Turnitin assignment is. Usually, this is the *assessments* of the module.

	Mrisho_Sandpit Mrisho_Sa	indpit	Announcement	s		•	Ô	Edit Mode is: ON	9	
-	⊕ [†] ↓ ○ Mrisho_Sandpit (Mrisho_Sandpit) Announcements	€⊐ ♠	Announcements New Announcements appear directly below the repositionable bar. Reorder by dragging announcements to new positions. Move priority announcements above the repositionable bar to pin them to t top of the list and prevent new announcements from superseding them. The order shown here is the order presented to students. Students do not see the bar and cannot reorder announcements.							
		•	Create Announce	ement					$\dot{\tau}_{\downarrow}$	
	Collaborate - Webinars									
	Learning Materials UWL Replay Recordings	•	New an	Learning Materials						
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- 3. Find the assignment in which you would like to submit the student's paper, then select **view/complete**.
 - author make sure to select the student you are submitting on behalf of. The default option of non-enrolled student will not associate the assignment with any other students on your module. Hence when marked, they will not see their grade or submission.
 - ii. **browse** browse for the file you would like to submit for the student.

\mathbf{D}	Grading Form Example		
		Submit: Single File Upload -	STEP
	>> <u>View/Complete</u>	Author Mrisho Abeld Omary (21326567) First name Mrisho Abeld Last name Omary Submission fitle Submitted on student's behalf - ExPERT Academy What can I submit? Disclaimer:By clicking on the uplead button below I confirm that I understand the University's policy on the submission fitle Disclaimer:By clicking on the uplead button below I confirm that I understand the University's policy on the submission fitle Choose the file you want to uplead to TurnitinUK: Choose from this computer Choose from Dropbox Choose from Dropbox Choose from Dropbox Choose from Google Drive	

* Once you have confirmed the student and their paper and uploaded it, the following confirmation image will appear.

Submit: Single File Upload	STEP I I I I I I I I I I I I I I I I I I I
Please confirm that this is the file you would like	to submit
Author: Mrisho Abeid Omary Assignment title: Grading Form Example Submitsdon student's behalf - ExPERT Academy File name: uk_professional_standards_framework.pdf File size: 392.12K Page count: 8 Word count: 1543 Character count: 9721	Rege 1 The full has manufactorized of thas manufactorized of the full has manufactorized of the ful
We take your privacy very seriously. We do not share your details for mark only be shared with our third party partners so that we may offer our servi Confirm Cancel	



4. When you have confirmed the file and the student, the document will be uploaded as their submission. The following confirmation receipt will appear.

Author:	« Page 1 »
Mrisho Abeid Omary	
Assignment title:	
Grading Form Example	All the second s
Submission title:	
Submitted on student's behalf - ExPERT Academy	- Decement
File name:	The LIK Professional Scandards Framework for teaching and supporting learning
uk_professional_standards_framework.pdf	in higher education 2011
File size:	
392.12K	
Page count:	
8	
Word count:	A /A 0
1543	Kadeny
Character count:	Infor nus helow
9721	
Submission date:	
05-Jul-2021 02:04PM (UTC+0100)	

* Share a screenshot of the receipt above with your student as proof and confirmation of their submission. This is because submitting an assignment in this way may not email the student a receipt of submission.

5. The assignment is now submitted successfully, and you will be redirected to the assignment inbox where the submission is visible.

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Assignment Inbox	Edit assignment	Class Stats	Libraries	Preferences						
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. Indicates that the Similarity Report has not yet been generated. Grading Form Example INBOX NOW VIEWING: ALL PAPERS								A ghosted icon		
Submit export Online Grading Report Roster Sync Edit assignment se								settings Email	non-submitters	
AUTHOR	TITLE			S	MILARITY	GRADE	RESPONSE	FILE	PAPER ID	DATE
Mrisho Abeid O	mary Submitte	d on student's beł	nalf - ExPERT A.	10	0%	1	0		151951530	05-Jul-2021
	no sub	mission				1				Late
	no sub	mission				1				Late