

Turnitin – Grade an Assignment

1. In the Blackboard Unit Site that the assignment sits in, click Unit Tools and select Turnitin





2. Select the Turnitin Assignment you want to grade. The Turnitin Inbox will display.

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3. Click on the **Grade** icon (the pencil) beside the student you want to grade.





4. The Turnitin Document Viewer will load the student's submission in a new page.



5. You can type the grade for this submission in the top right-hand corner of the page.



6. Additionally, you can add comments by highlighting any part of the text, click the **Comment** button and type in your comment.



7. You can also drag on a QuickMark (a predefined comment) from the QuickMarks set onto the paper on the left.



8. When finished, simply close the page, Turnitin automatically saves the Grade and comments.