


Using TurnItIn Software for Assignments (for Students)

TurnItIn software integrates with our BlackBoard learning management system. It is software that checks student papers with its extensive archive of earlier submitted papers as well as other articles and publications. Each paper is then returned to the professor with an originality report.

TurnItIn reports can be used in several ways. Two of the most common ways to use them are

1. To teach about plagiarism and how to avoid it when writing
2. To discover plagiarism in final papers.

If your professor has created a TurnItIn assignment for your class, you will submit your paper by using Blackboard and then it is sent through the TurnItIn database. These are your steps.

1. Save your paper to the hard drive, floppy or thumb drive.
2. Open BlackBoard
 - a. Go to the CMU home page (<http://www.cmich.edu/>)
 - b. Click on the **Current Student** tab
 - c. Under the **Academics** heading, click on **BlackBoard / Class Notes**
 - d. Click on **Login** and enter your **Global ID** (GID) and your **Password**
3. Click on the name of the class that has the assignment
4. Click the Assignments link
5. All of your assignments will be listed. Your TurnItIn assignments will show this logo. 
6. Locate the current assignment.
7. Click the **view/complete** link
8. Click the submit icon for the paper to bring up the submission form.
9. Enter the title for your paper.
10. Click Browse to locate your paper where it was saved in step 1
11. Click submit. A new page will come up that asks you to confirm the title and the paper.
 - a. If it is correct, click yes, submit
 - b. If it is not correct, click on **No, go back** to make corrections, confirm the new title and click yes, submit.
12. Your paper and the originality report will automatically be placed into BlackBoard for your professor to view and grade.