

# VLE Turnitin Submission Guide

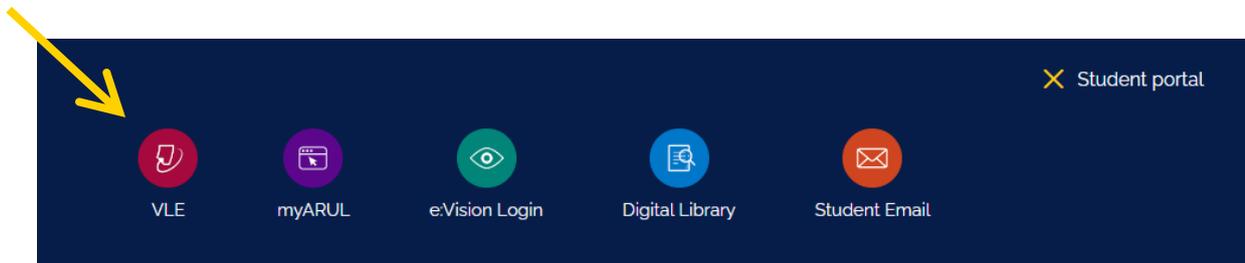


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# How to make a Turnitin submission through VLE

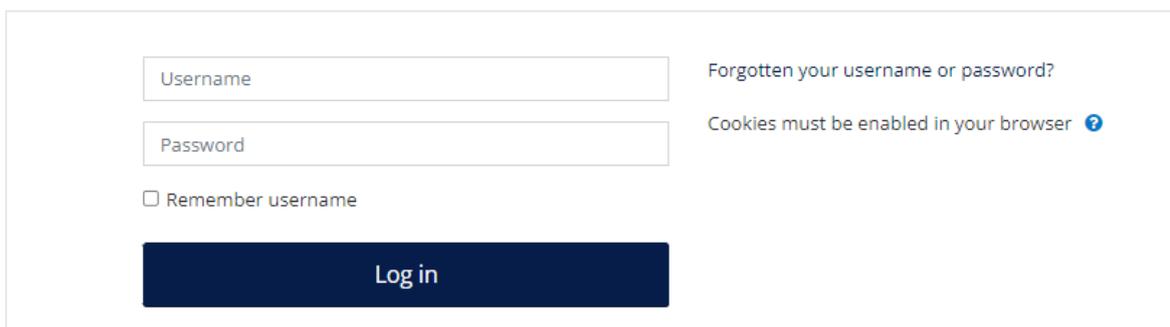
## Step 1:

Go to: <https://london.aru.ac.uk/> and click on 'Student Portal' and then 'VLE'.



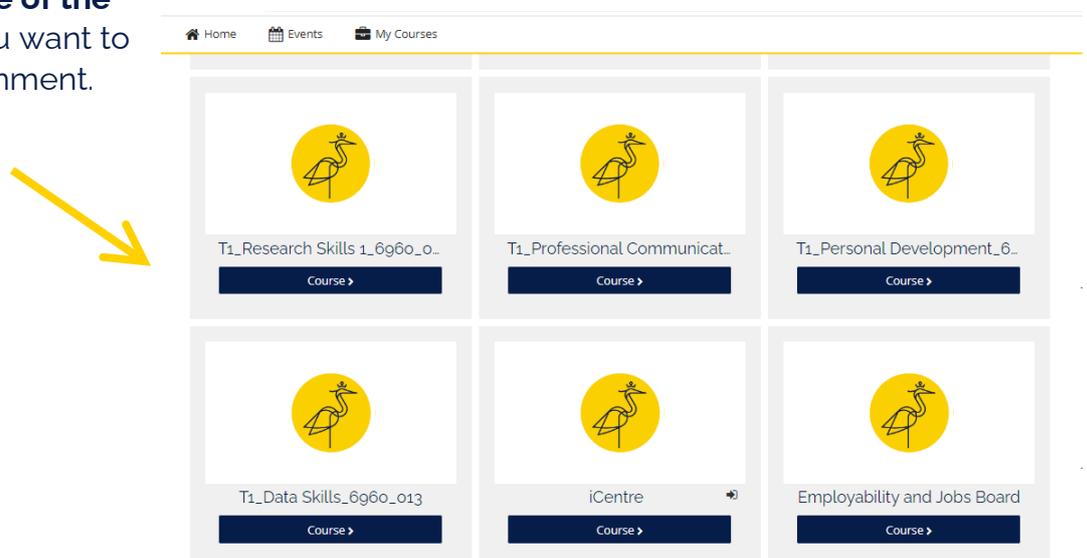
## Step 2:

On the login page enter your VLE username and password then click 'Sign in' e.g. 3xxxx and the password is your DOB: DDMMYY.

A screenshot of the VLE login page. It features a white background with a dark blue 'Log in' button. There are two input fields: 'Username' and 'Password'. Below the 'Password' field is a checkbox labeled 'Remember username'. To the right of the input fields, there are two links: 'Forgotten your username or password?' and 'Cookies must be enabled in your browser' with a question mark icon.

## Step 3:

Click on the title of the module that you want to submit an assignment.



## Step 4:

Click on the 'Assessments and Assessment Guidance' tab

The screenshot shows a course dashboard with a navigation bar at the top containing 'Home', 'Events', 'My Courses', and 'This course'. Below the navigation bar, there are several announcement tiles: 'PDPS Module Information Tri 1 2020', 'Announcements', and 'MDF - MOD006960 Skills for Higher Education'. A yellow arrow points to the 'Assessments & Assessment Guidance' tile in a grid of eight tiles. Other tiles include 'Zoom Webinar Links', 'Module Books', 'BKS Student Learning Resources', 'Studying this term', 'Week 1 - Module Outline and Resilience', 'Week 2 - Managing Stress', and 'Week 3 - Emotional Regulation'. On the right side, there is a 'Kortext Bookshelf' section with book covers for 'SKILLS FOR SUCCESS', 'decision making in social work', 'EFFECTIVE MANAGEMENT', and 'ARUL Live Support'. A 'zendesk chat' icon is also visible.

## Step 5:

Click on the Turnitin submission link.

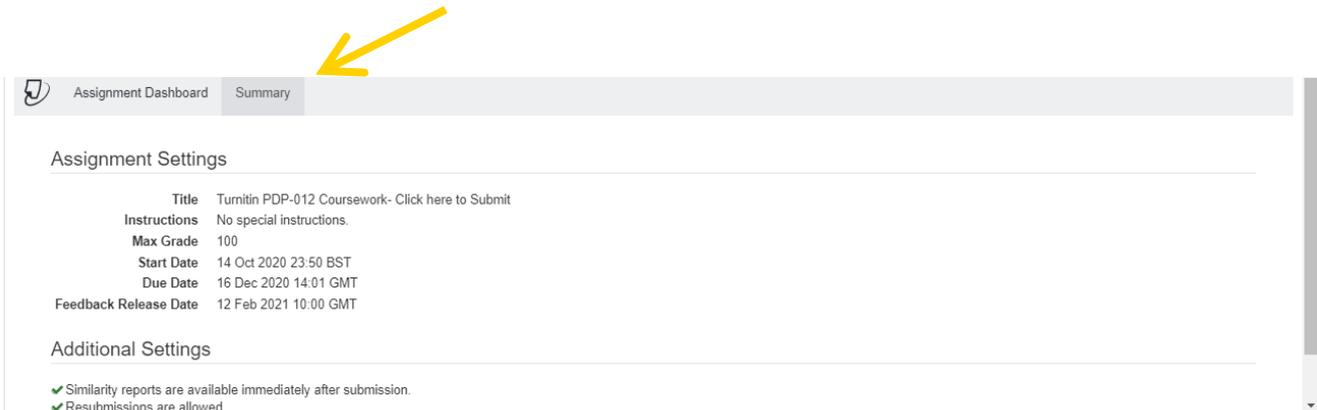
The screenshot shows a Turnitin submission page. At the top, there are links for 'Additional Module Information' and 'Academic Honesty Policy'. The main content area features a video player titled 'Kortext - A Guide of How to Use Kortext from ARUL Digital Learning Resources'. Below the video player, there is a link that says 'Turnitin PDP-012 Coursework- Click here to Submit'. A yellow arrow points to this link. At the bottom right, there is a 'Your progress' indicator.

The icon next to an assignment submission will look like this:



### Step 6:

Click on **'Summary'** and then read the assessment summary before submitting it.



Assignment Dashboard Summary

Assignment Settings

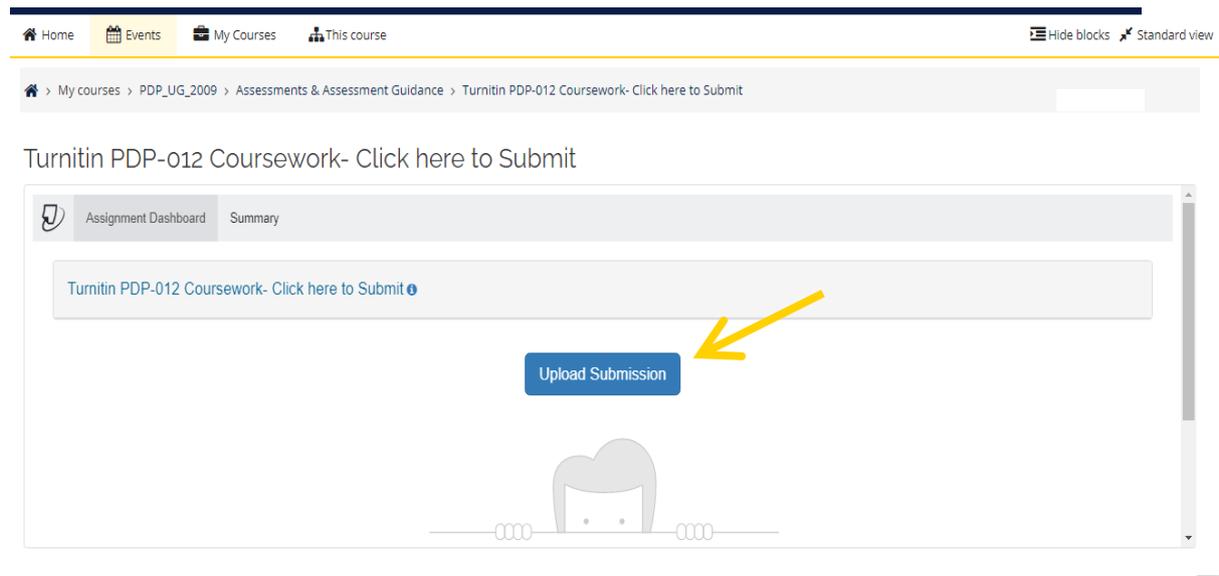
Title	Turnitin PDP-012 Coursework- Click here to Submit
Instructions	No special instructions.
Max Grade	100
Start Date	14 Oct 2020 23:50 BST
Due Date	16 Dec 2020 14:01 GMT
Feedback Release Date	12 Feb 2021 10:00 GMT

Additional Settings

- ✔ Similarity reports are available immediately after submission.
- ✔ Resubmissions are allowed

### Step 7:

Then click back on **'Assignment Dashboard'** and then **'Upload Submission'**.



Home Events My Courses This course Hide blocks Standard view

My courses > PDP\_UG\_2009 > Assessments & Assessment Guidance > Turnitin PDP-012 Coursework- Click here to Submit

Turnitin PDP-012 Coursework- Click here to Submit

Assignment Dashboard Summary

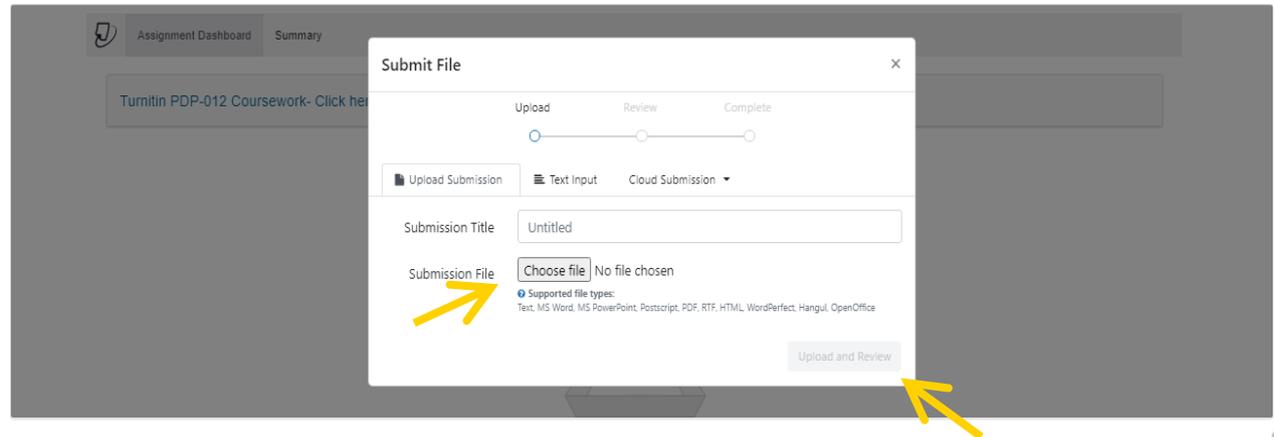
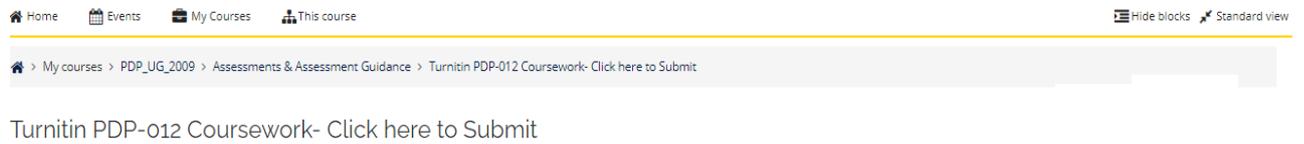
Turnitin PDP-012 Coursework- Click here to Submit

Upload Submission

Profile icon

### Step 8:

To upload a file from your computer, click '**Choose file**' and add a submission title.

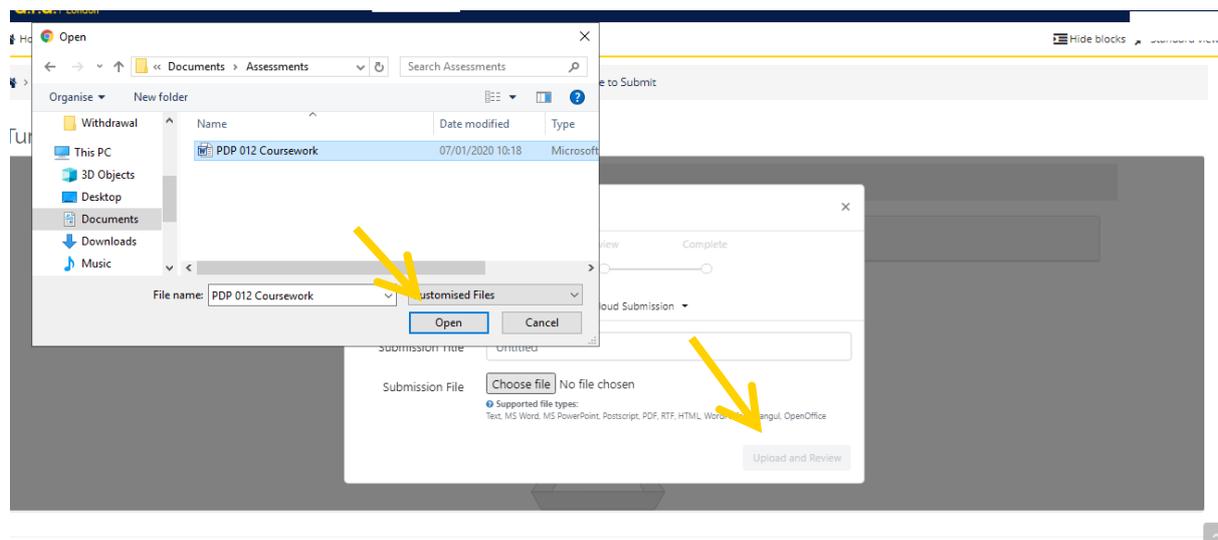


To upload a file from Dropbox, Google Drive or OneDrive, click '**Cloud Submission**'.

### Step 9:

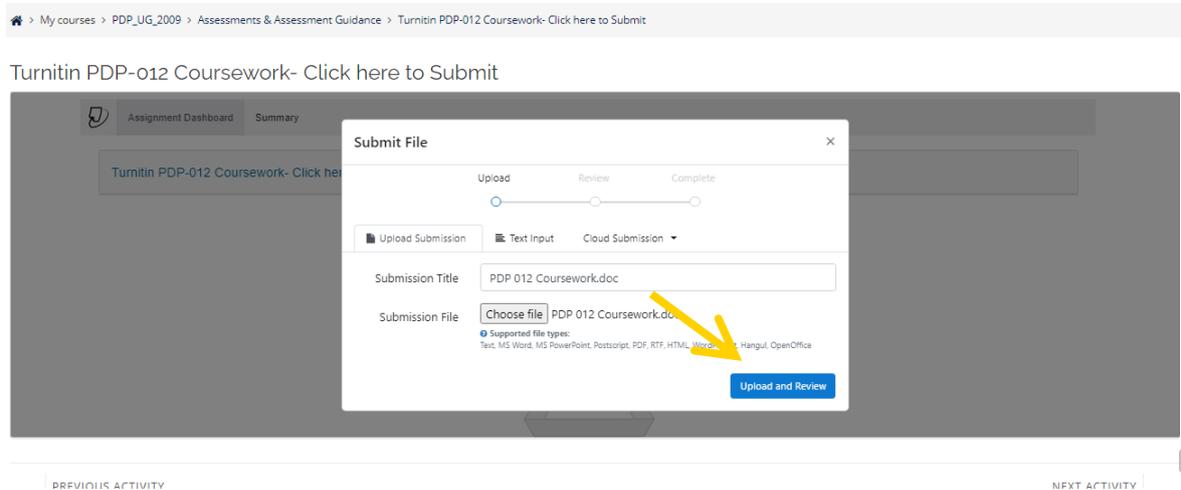
Select your assignment from a computer, Dropbox, Google Drive or OneDrive and click '**Open**' and then click '**Upload and Review**'.

**If you are unable to see the 'Upload and Review' button, you need to zoom out by pressing CTRL and MINUS on your keyboard.**



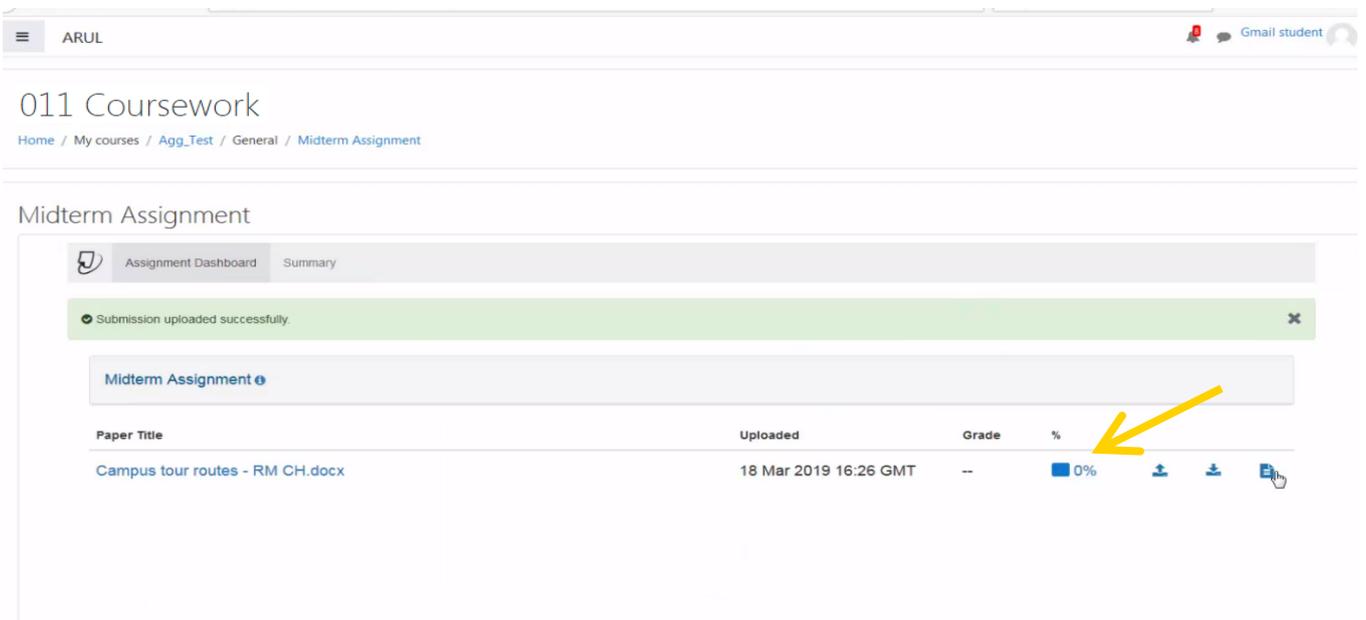
## Step IO:

Once you have uploaded your assignment, you can preview your submission. If you are happy with your assignment, then click '**Submit to Turnitin**'.



## Step II:

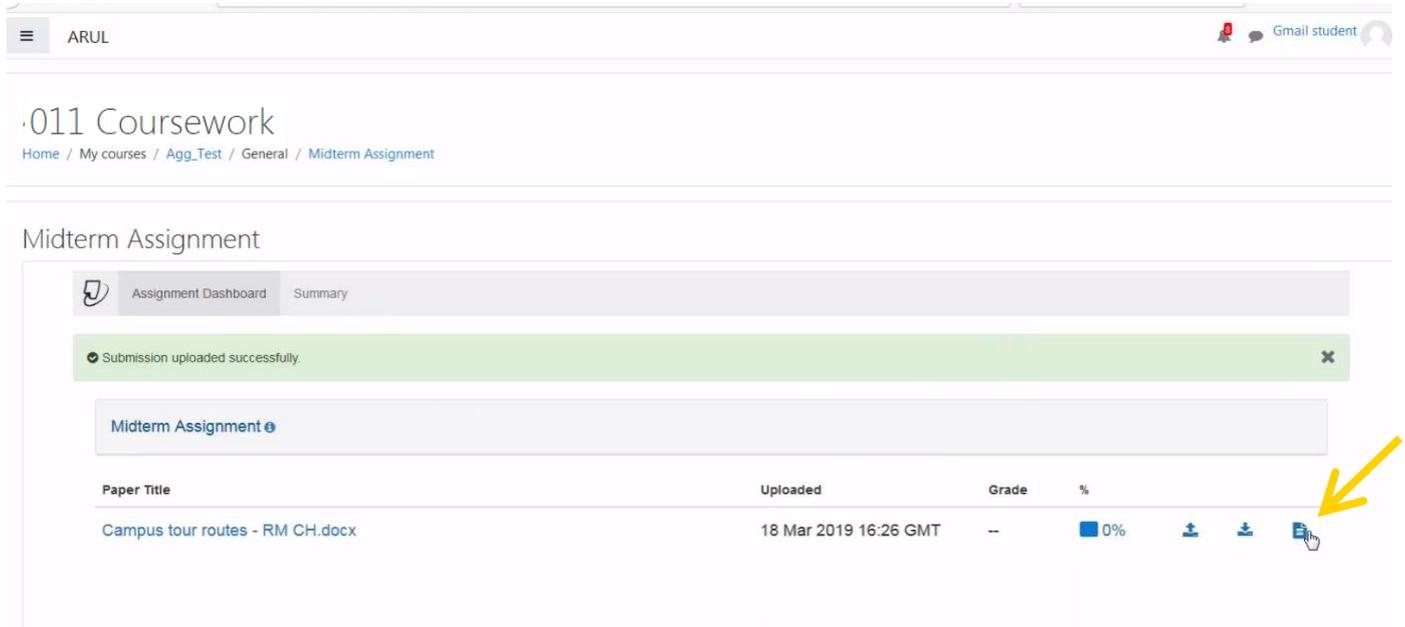
You will then see '**Submission uploaded successfully**' highlighted in green. You can check your originality report by clicking on %.



You can resubmit as many times as you like before the deadline, but if you submit more than 3 times the originality report will take 24 hours to appear.

## Step 12:

You will not be automatically e-mailed a digital receipt, but you are able to download it by clicking on the button indicated by the arrow below.



The screenshot shows a web interface for a course titled '011 Coursework'. The breadcrumb trail is 'Home / My courses / Agg\_Test / General / Midterm Assignment'. The page title is 'Midterm Assignment'. There are two tabs: 'Assignment Dashboard' (selected) and 'Summary'. A green notification bar states 'Submission uploaded successfully'. Below this is a table with the following data:

Paper Title	Uploaded	Grade	%	
Campus tour routes - RM CH.docx	18 Mar 2019 16:26 GMT	--	0%	  

A yellow arrow points to the share icon in the table row.

For any other submission enquires please contact: [iCentre@london.aru.ac.uk](mailto:iCentre@london.aru.ac.uk).