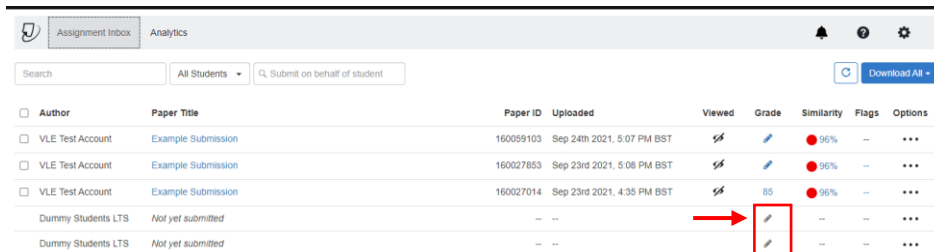


Grading a non-submission in Turnitin (LTI) - a staff guide

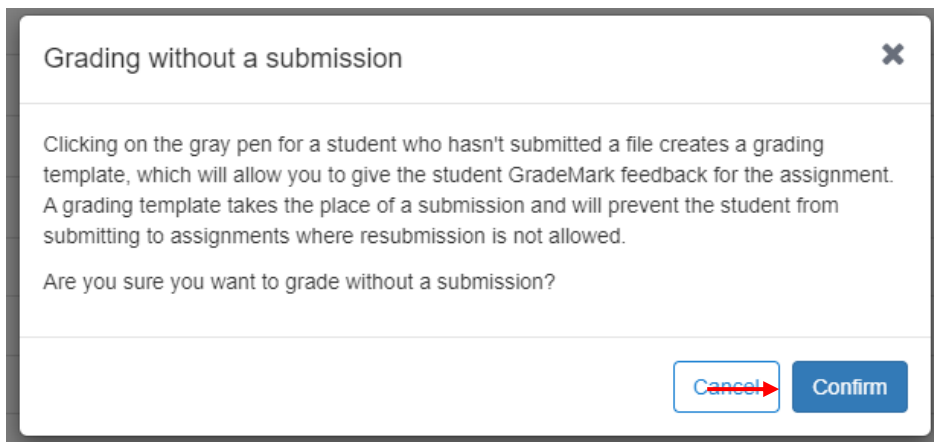
At times, it may be required to apply a grade to a piece of work not submitted to the Turnitin inbox.

1. Click the grey pen icon under the Grade column for the student you wish to give a grade.

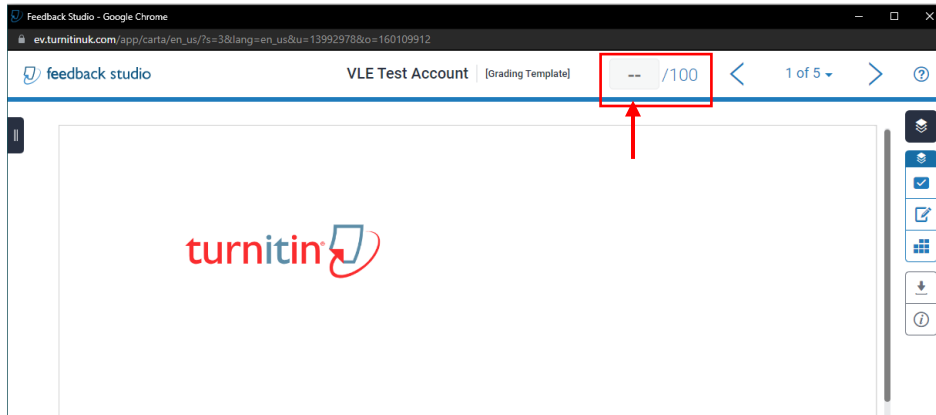


Author	Paper Title	Paper ID	Uploaded	Viewed	Grade	Similarity	Flags	Options
<input type="checkbox"/> VLE Test Account	Example Submission	160059103	Sep 24th 2021, 5:07 PM BST			96%	--	...
<input type="checkbox"/> VLE Test Account	Example Submission	160027853	Sep 23rd 2021, 5:08 PM BST			96%	--	...
<input type="checkbox"/> VLE Test Account	Example Submission	160027014	Sep 23rd 2021, 4:35 PM BST		85	96%	--	...
Dummy Students LTS	Not yet submitted	--	--			--	--	...
Dummy Students LTS	Not yet submitted	--	--			--	--	...

2. You will be prompted to create a Grading Template. This generates a blank document within the Turnitin Feedback Studio that enables you to apply marks and feedback. If you wish to go ahead, click 'Confirm'.



3. Add the mark to the Grading total at the top of the screen. This mark will synchronise with the inbox when you close the Document Viewer.



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