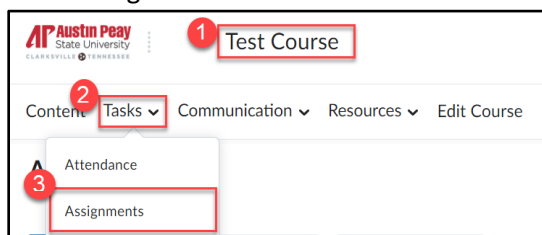# Providing Writing and Assignment Feedback

Turnitin provides commenting and grading tools that enable instructors to provide quicker, simpler, and more consistent feedback.

- **Accessing Assignments in D2L**
- **The Grading Layer**
- **The ETS *e-rater* Layer**
- **Downloading the Report**
- **Assigning and Publishing Grades**

Accessing Turnitin Assignments in D2L

1. Go to your course in D2L.
2. On the navbar, click "Tasks".
3. Click "Assignments".

4. Click the assignment you would like to view. You will be able to:
   a. view a list of students that have submitted the assignment.
   b. view the Turnitin Similarity score, if enabled.
   c. view or refresh the grade entered or pulled in from Turnitin Feedback Studio.
   d. see the date the assignment was submitted and any late submissions.
   e. delete an assignment.
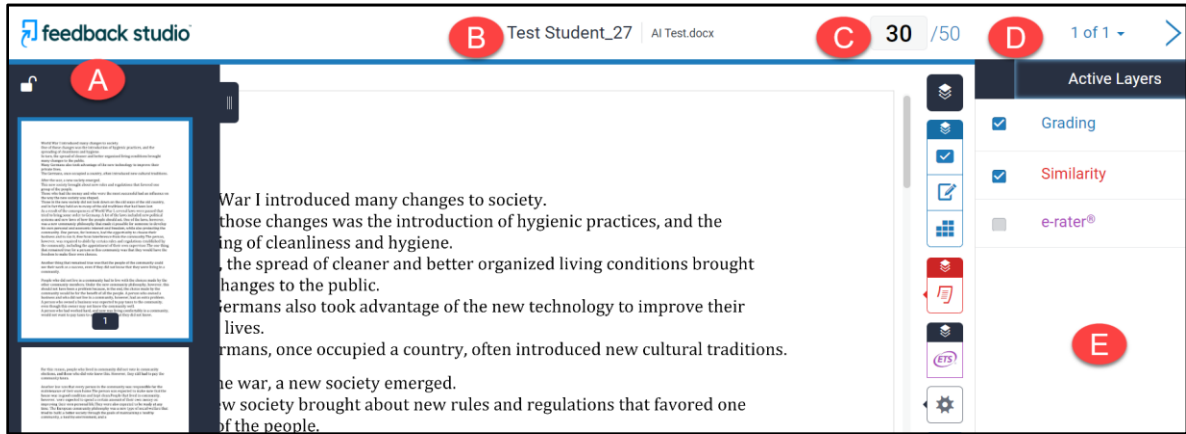
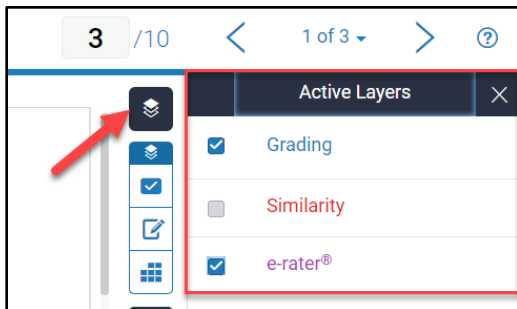

Select the Turnitin similarity score or the pencil icon under "Turnitin Online Grading" to open the Turnitin Feedback Studio.

5. The student's paper is displayed in the center of the screen. The other components of the Turnitin Feedback Studio are:

    a. the navigation pane to go through the paper.
    b. the student name and title of the assignment.
    c. the student's overall grade.
    d. arrows to navigate to different student papers and the corresponding drop-down menu.
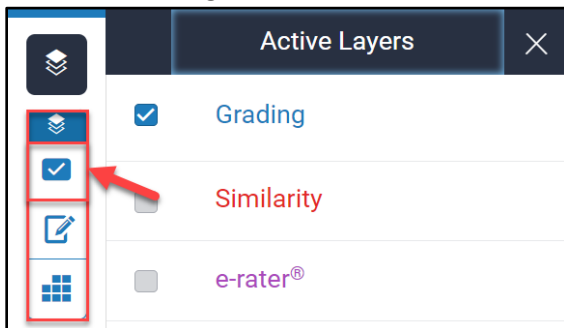   e. the "Active Layers" side panel.

6. Click on the Layer icon in the Feedback Studio to see the Grading, Similarity, and *e-rater* layers. This guide focuses on the Grading and *e-rater* layers. For more information on the Similarity layer, view this Turnitin guide.
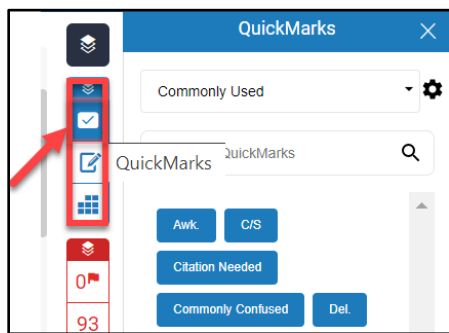

The Grading Layer

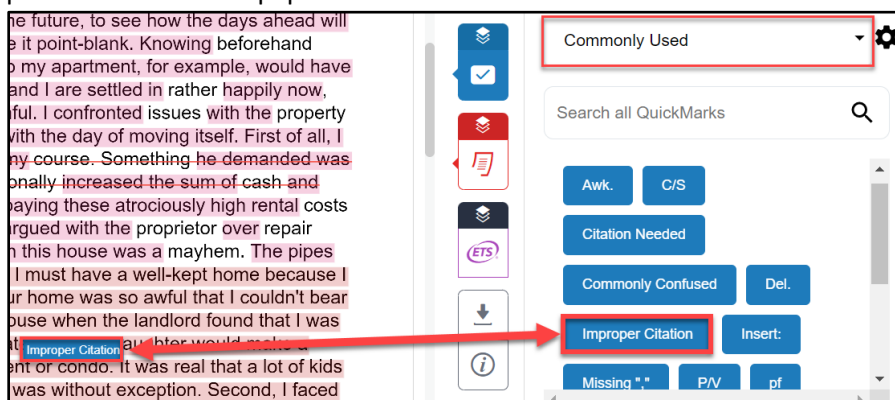Click the "Grading" checkbox. The blue icons on the side panel denote all the settings related to the Grading layer.
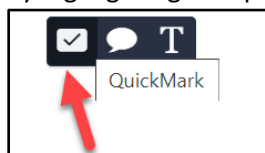
QuickMarks Manager

1. The QuickMarks manager can be accessed by clicking the first icon, i.e. the QuickMark icon, on the Grading layer toolbar. "QuickMarks" allow you to produce and utilize a collection of drag-and-drop feedback comments that could be relevant to various learners and across different courses and assignments.

2. Once you are in the QuickMarks Manager, a pre-loaded set of "Commonly Used" QuickMarks is the default option. This set contains feedback that can be apply to various papers or courses. For example, if a student fails to properly cite their source, there is an "Improper Citation" QuickMark found in the set that the instructor can drag to that part of the student's paper.

3. There are several preloaded sets of QuickMarks to choose from when you click the drop-down arrow or use the search bar. Additionally, Turnitin provides **sets on their website** that instructors can download and then import to the Feedback Studio. For example, they have QuickMarks specific to paraphrasing or even Halloween-themed sets. Instructors can also create their own QuickMark sets as well. For more information on creating and managing QuickMarks, visit Turnitin's **QuickMarks help page**.

4. A Quickmark can also be added by clicking anywhere on the paper allowing the in-context marking tool to appear. Selecting the QuickMark icon, the QuickMarks manager will pop up enabling you to select the set and Quickmark as shown in previous steps. Add a Quickmark to a direct line or sentence within the student's paper by highlighting that portion of the text and selecting the Quickmark icon.
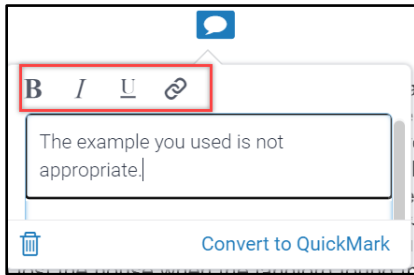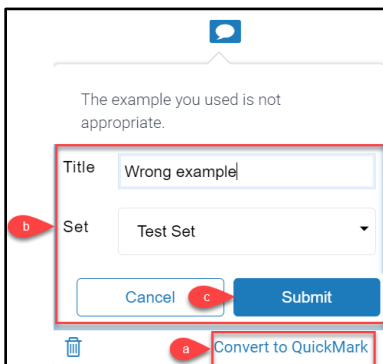
Comments

1. To add personalized comments, click in the paper space and choose the speech bubble icon on the in-context marking tool.
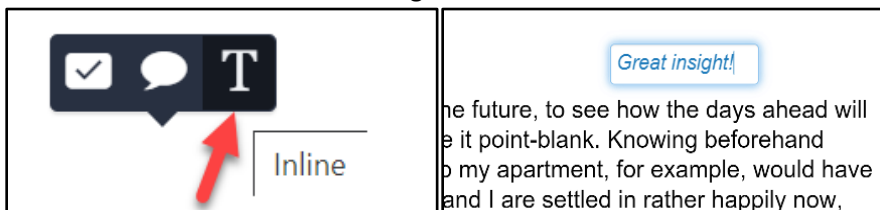
2. Type your message in the textbox provided. You can format your message, and even provide a hyperlink using the hyperlink icon. For example, you could ask the students to update some data used in the assignment and provide a link to the source of the data.

3. It is possible that you may find yourself writing the same comment on multiple papers and, as such, you may want to make a personalized QuickMark out of this feedback. The newly created QuickMark will show up under the chosen set and you will be able to use it on other students' papers. To do this:
   a. click "Convert to Quick Mark".
   b. name the QuickMark and choose the set to which the QuickMark should be added.
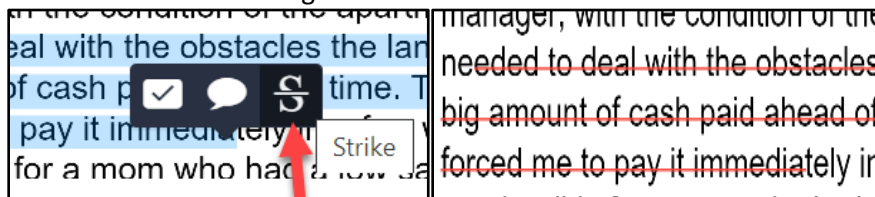   c. click "Submit".

4. To type your personalized feedback directly on the paper, click in the paper space and then click on the inline text icon on the in-context marking.
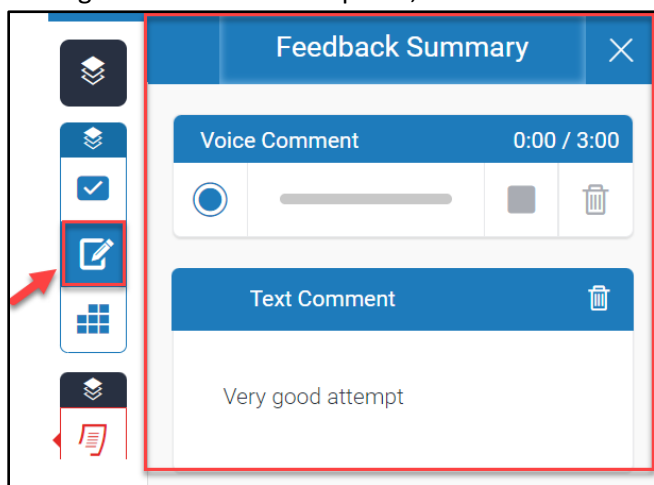
4. You can also highlight text in the paper and strikethrough it. Select the text, click on the paper, and click the "S" on the in-context marking tool.
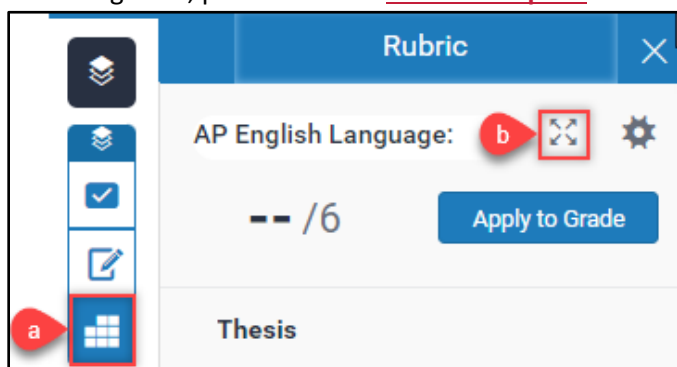
Feedback Summary

To give overall feedback to the student on their submission, click on the Feedback Summary icon; the second icon on the Grading layer toolbar. Here, you can record a voice comment up to three minutes in length for your students as well as add a general comment of up to 5,000 characters.
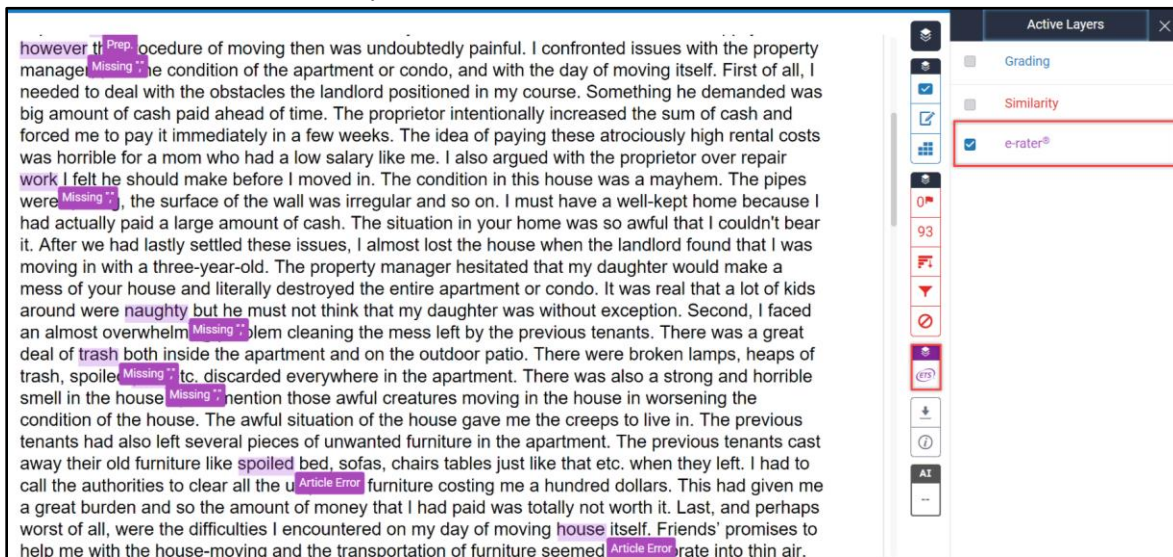
Rubrics and Grading Forms

Turnitin provides options for using rubrics and grading forms. Please note, they are not viewable to your students in advance. They function solely as grading tools and become available to students once the feedback is published. There are **different types of grading templates** that can be used based on the assignment. Also, instructors can create their own rubrics and forms which can be shared with other instructors for use in their classes. To access rubrics, click on the third icon on the Grading layer toolbar and click the enlarge icon to view the full-screen rubric in a new window. For detailed guides, please visit the **Turnitin helpsite**.
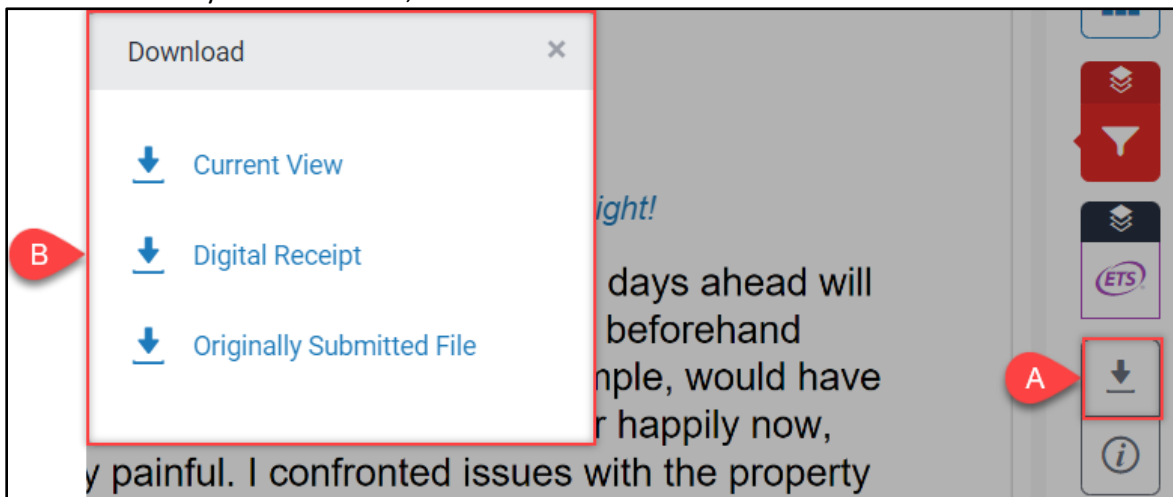
Distance Education

ETS *e-rater* Layer

The ETS *e-rater* layer allows instructors to provide automatic feedback to students related to grammar, usage, mechanics, style and spelling. To use the ETS e-rater for an assignment, it must be enabled during assignment creation as outlined in the **Creating a Turnitin Assignment in D2L** guide. Go to the layer icon to view "Active Layers" and check "*e-rater*" to view the e-rater layer.
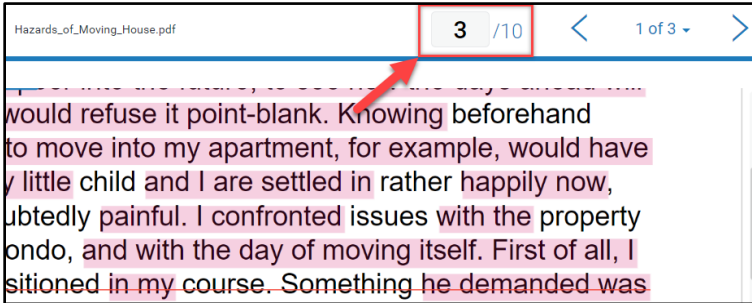

Downloading the Report

You may need to download the Grading Report, Similarity Report, and/or ETS *e-rater* report. Click on the download icon then click "Current View". If the grading layer is the only layer selected then the report will only contain the grading feedback. If all layers are selected, then it will include all the information.
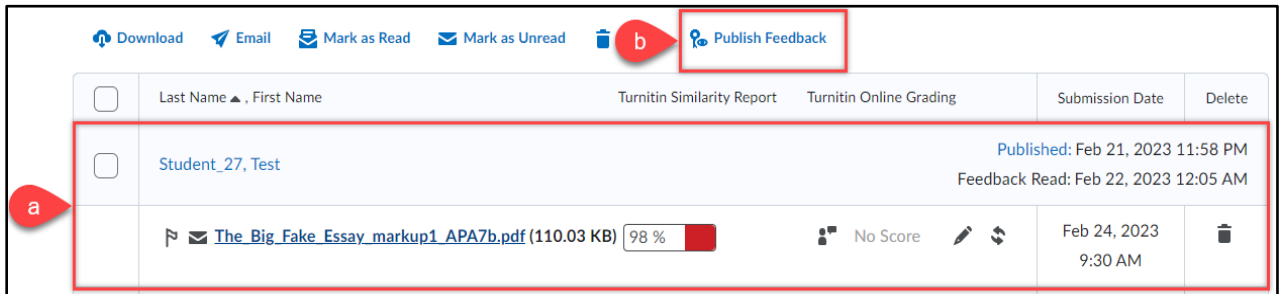
Assigning and Publishing Grades

You may choose to manually assign grades within Turnitin and publish them to D2L. Simply enter the grade in the overall grade field and Turnitin will automatically save it. When you are done grading all the assignments within Turnitin, the next step is to publish the grades and feedback to D2L.
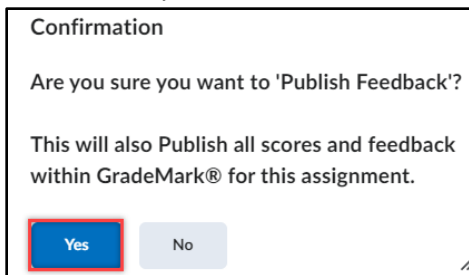

To publish the grades to the D2L Grade Book and release feedback to your students:

   a. click on the checkbox in front of the students' names, or select the checkbox for all students.
   b. click "Publish Feedback".

   c. confirm that you want to "Publish Feedback".

   d. You can see that the date and time the grades and feedback have been published. When the students have viewed your feedback, it will be indicated as "Feedback Read" along with the date.