Submit a Paper

Normally students will submit papers themselves. However, you can submit papers if, for some reason, a student cannot. To submit a paper:

1. If necessary, sign in to turnitin.com.
2. Click on the class name. The class dashboard appears.
3. Click More actions.
4. A list appears.
5. Click Submit paper.
6. The Submit paper dialog appears.
7. Select the **author** from the drop-down list.

8. Type the **submission title** of the student’s paper.

9. Click the **Browse** button.

10. Find the paper on your computer.
11. Click the **upload** button.

12. The paper uploads and appears in the **submit paper: Step 2 of 2** dialog box.

13. Click the **submit** button.

15. Click **go to inbox**.

16. Your **assignment inbox** appears showing the paper is ready for your review.

17. You can now continue with the following sections to review the Originality Report and to grade the paper.