

Anonymous Marking Submissions to Turnitin for Ultra version of Blackboard from 22/23

Anonymous marking is being introduced on a phased basis from academic year 2021/22. Check your module handbook for assessments to be submitted anonymously and ask your tutor for further advice about what, when and where to submit your work.

Add your Student ID to your work instead of your name

Ideally this to the header or on a coversheet (if your course asks you to use a coversheet) e.g.

NAME: *firstname surname* STUDENT ID **123456789**

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Suspendisse tincidunt purus risus, vel finibus justo tincidunt vitae. Ut malesuada tellus dolor, sed lacinia lacus commodo quis. Vestibulum mattis leo ligula, vel ultricies dolor tincidunt ac. Pellentesque mattis mollis elit, ut

example header in your work (Microsoft Word document)

Your Student ID is on your Smart Card. Please use numbers only, no letters, from your Student ID.

Add your Student ID to the submission title in Turnitin

When you submit your work to Turnitin please also add your Student ID to the submission title, as well as in your work itself, e.g.

Drag and drop or select a file from your device.

Submission Title

123456789 - My Essay

Submission File ? Choose File No file chosen

Example submission title in Turnitin

This will help your course administration team find your submission quicker in the event of a query, always while still anonymous to markers.

Your work is anonymous to markers until marked and feedback released to you

Where you, or a marker, have a query about your submission it will be the course administration team only who identifies it using your Student ID number, not the marker.

Note: online ‘digital receipts’ replace e-mailed submission receipts from 2022/23

You can download a copy of your digital receipt by returning to the Turnitin submission point.

For help

Contact your course administration team (not your tutor) to clear an incorrect submission, and for any other queries about your submission. Check your handbook for contact details.

Log a call with the i-Zone if you have any technical issues preventing you from submitting.

See the [Turnitin section of the Technology Enhanced Learning Knowledge Base for Students](#) for more guidance on using Turnitin, including a video showing the anonymous marking submission process.

See the [Coursework and Exams Procedures page](#) for more information about the introduction of anonymous marking.