How to Manually Submit Student Paper's to Turnitin via Blackboard

Step 1) Log in to Blackboard and access your course.

Step 2) On the left, under "Course Management," click "Control Panel" to expand for more options:



Step 3) Click "Course Tools", and a long list will expand.



Step 4) Scroll down that list, and click on "Turnitin Assignments."



Step 5) Now you will see a list of all of the Turnitin Assignment links you have created in your course. Click on the title of the Turnitin Assignment you want to manually submit for:

NOTE: You will have to use an existing Turnitin Assignment link, or create a new one, to be able to manually submit a paper to Turnitin via Blackboard



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Step 6) Click on "Submit", circled in red below.

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Step 7) On this page, you can select which student you will be submitting for by clicking the tab circled in red.

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Disclaimer:

Step 8) Next, enter in a "Submission title" for the paper:

Step 9) Now you can choose the file you want to upload from your computer by clicking the tab circled in red below:

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Step 10) Once you have selected the desired file, click "Upload" on the bottom left.

You are hereby notified that your instructors have access to all submissions in Turnitin, including drafts, and may at their discretion submit drafts are testing through Turnitin. Please refer to CUNY's Policy on Academic Integrity.	nd papers for plagiarism
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Step 11) When the next page loads, it may take a few moments to process your paper. After that is complete, and you see an image of the submission on the right like in the image below:

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...scroll down to find the "Confirm" button:

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Step 12) To view the assignment, scroll down on that page, and click "Go to assignment inbox"

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Step 13) Now you will see a list of submissions for that Turnitin Assignment link. Click the title of the submission in order to view the paper within the Turnitin Feedback Studio interface.

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