University of Central Lancashire London VLE Turnitin Submission Guide

University of Central Lancashire
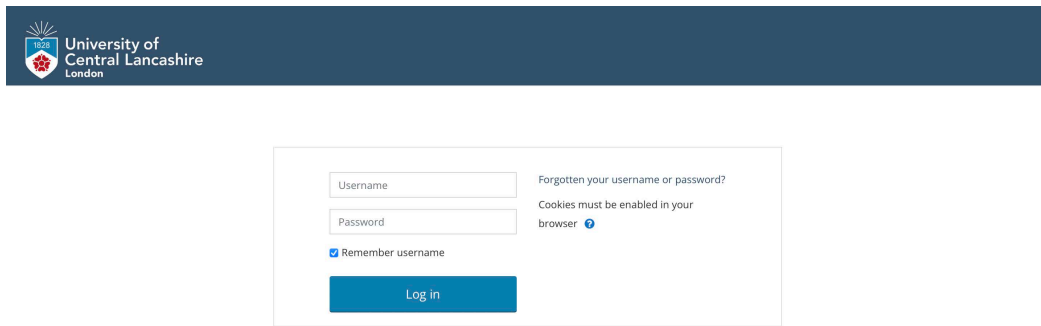### London

Outline

Submitting your Assessment on VLE

STEP 1:
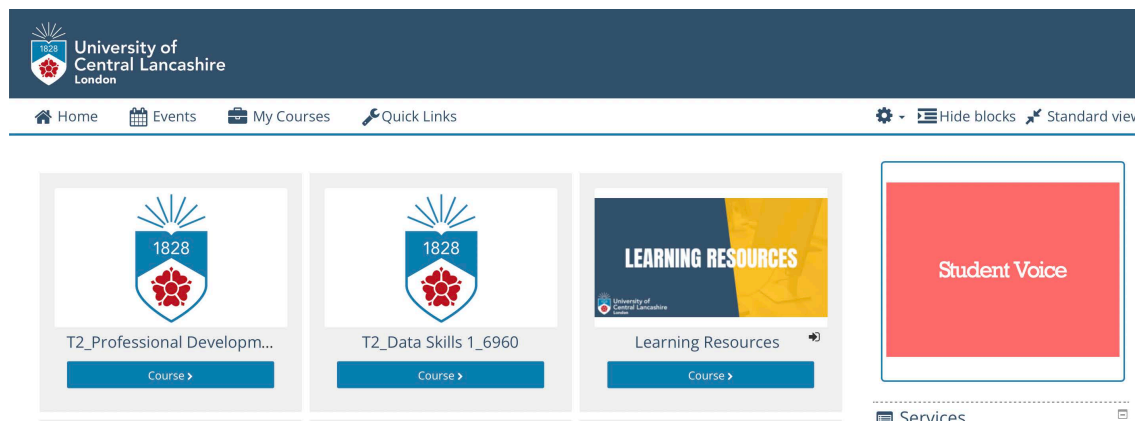Go to https://uclan.london/login and log-in with your **username** and **password**. Your Username is seven-digit Student Code e.g. **6XXXXXX** and the Password is your six-digit Date of Birth e.g. **DDMMYY**.
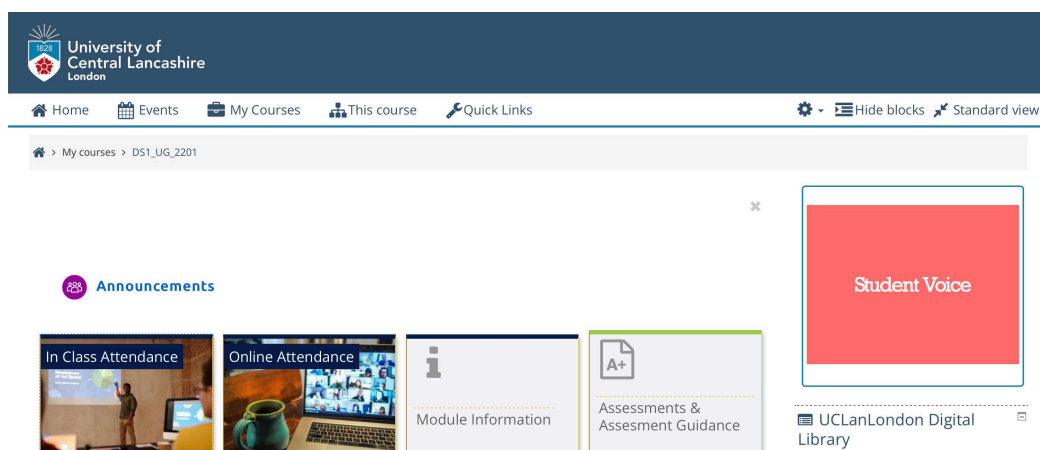

STEP 2:
Once you logged in to your VLE account, click on the title of the module that you want to submit an assignment for. e.g. Data Skills.
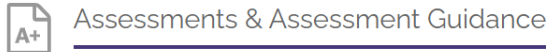

STEP 3:
Then click on the **'Assessments and Assessment Guidance'** tab.

STEP 4:
Click on the Turnitin submission link.

STEP 5:
Then select **'Upload Submission'**.
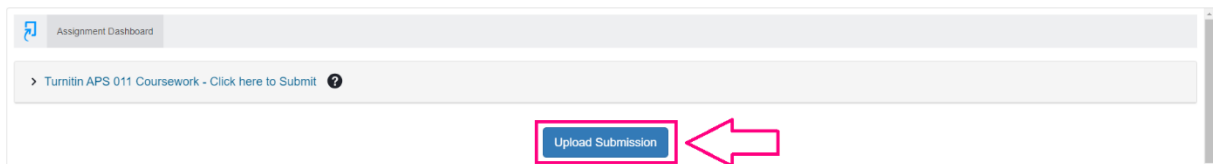
STEP 6:
To upload a file from your computer, click **'Choose file'** and select **'Upload and Review'**.
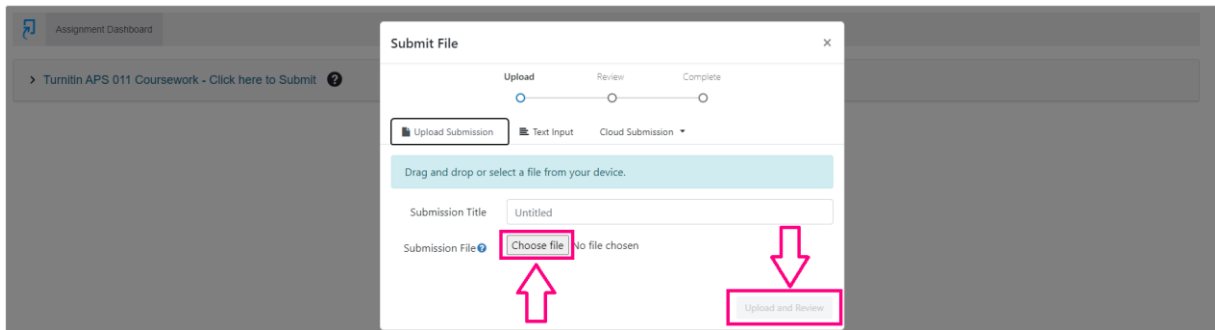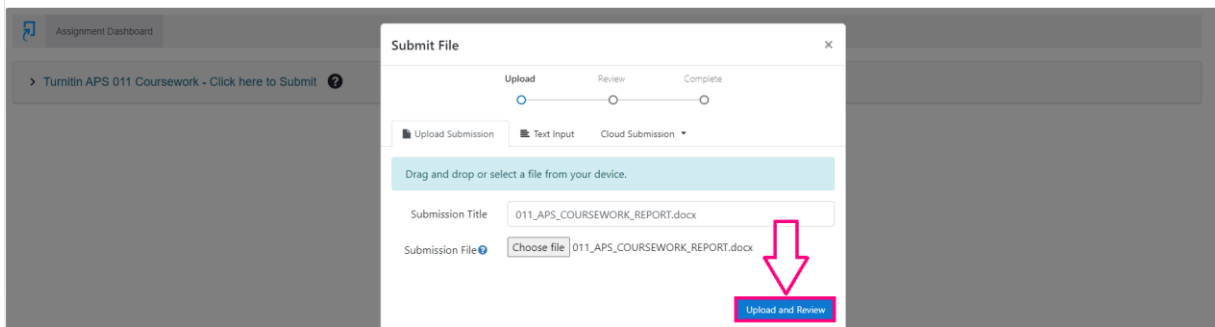
If you are unable to see the 'Upload and Review' button, you need to zoom out your screen by selecting control option of the right-side screen, as shown below:
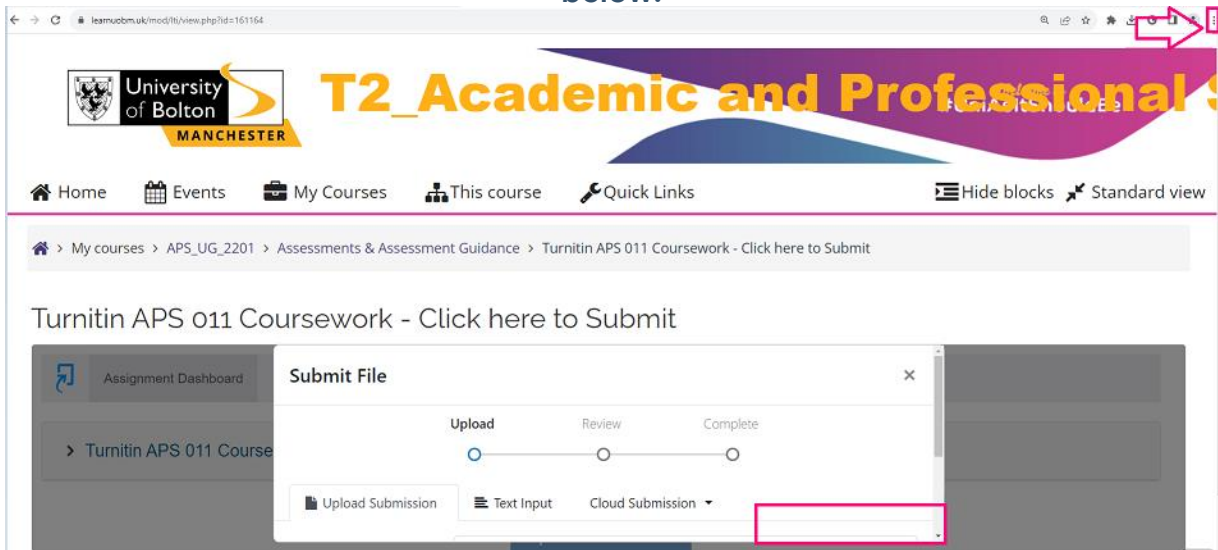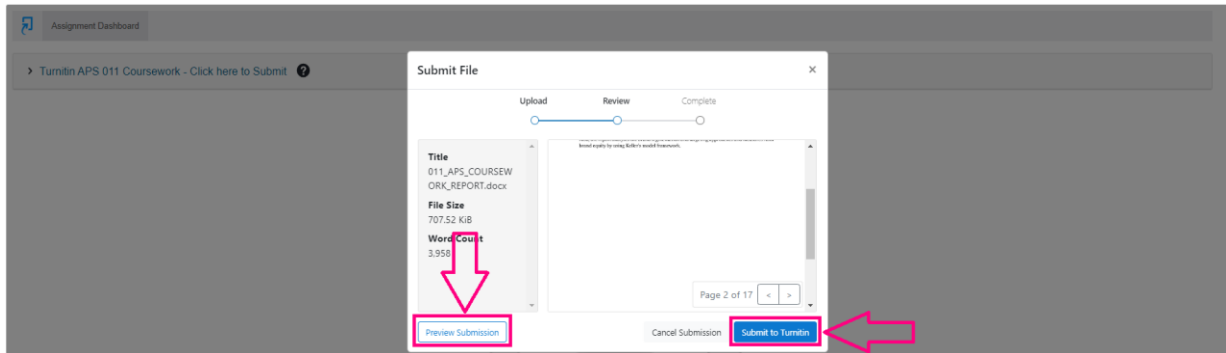

Then zoom out your screen by clicking the '–' of Zoom setting.
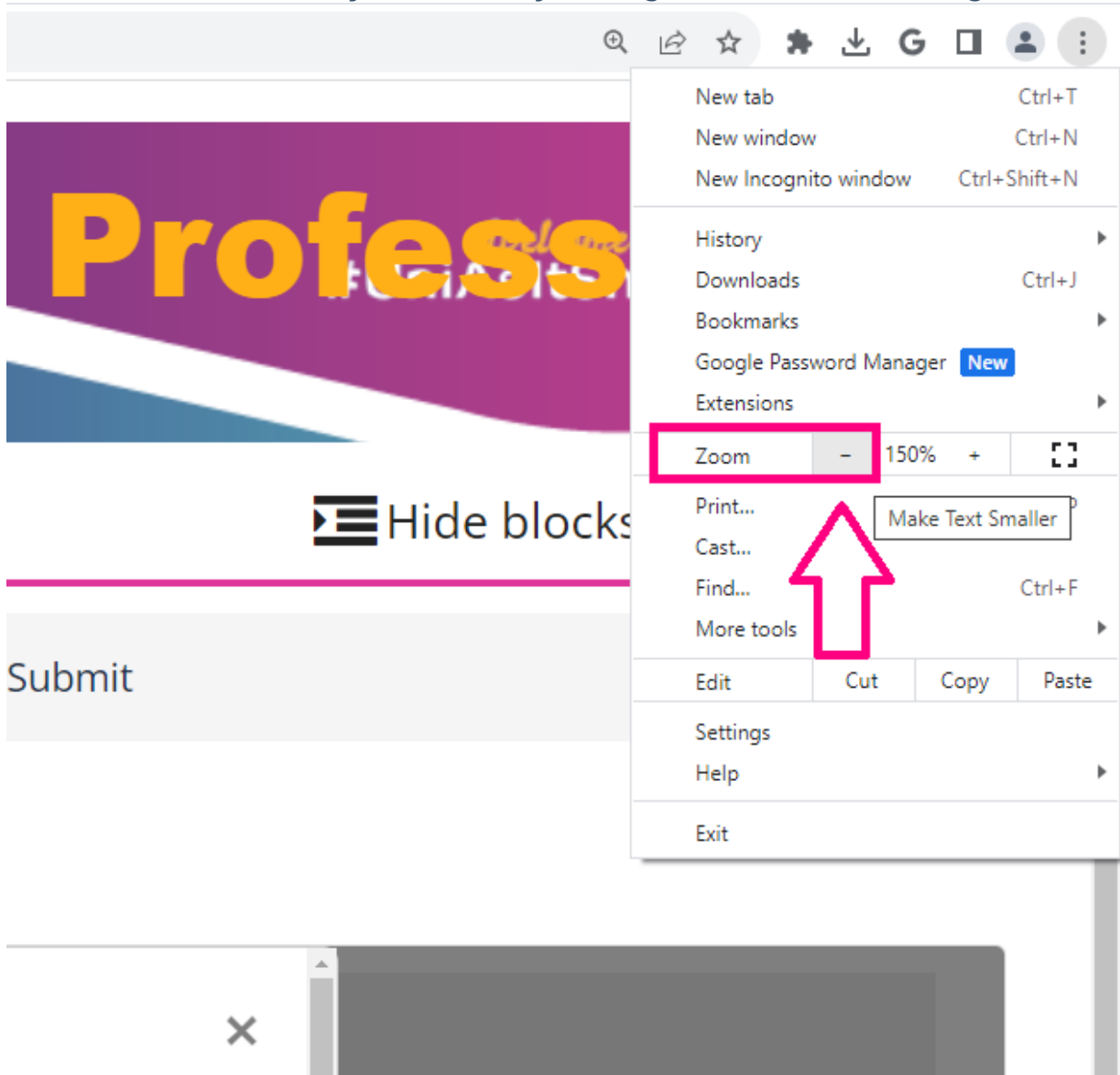
STEP 7:

Once you have uploaded your assignment, you can underline preview your submission. If you are happy with your assignment, then click **'Submit to Turnitin'**.
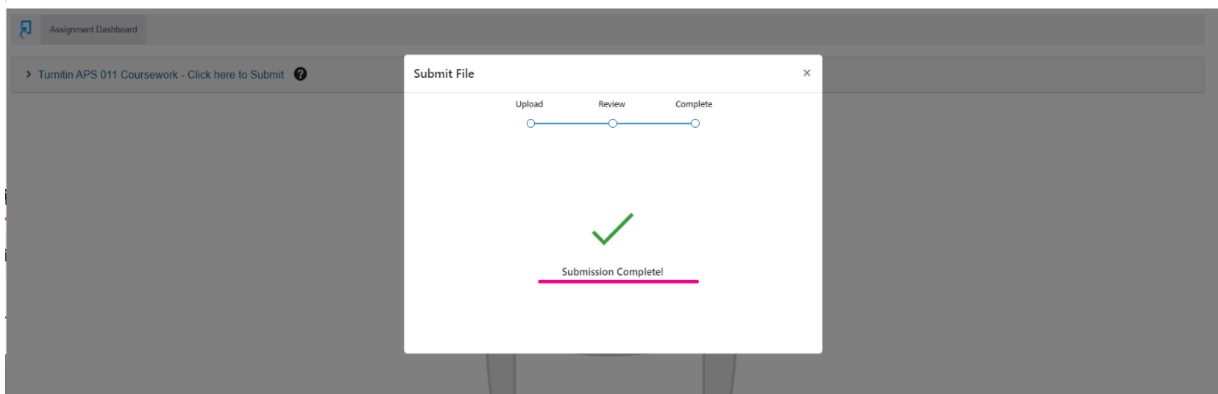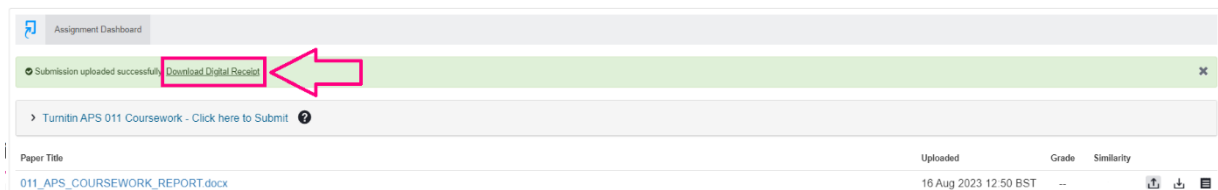

STEP 8:

You will then see **'Submission uploaded successfully'** highlighted in green and you are able to download your submission receipt to your device by clicking on **'Download Digital Receipt'**.

STEP 9:

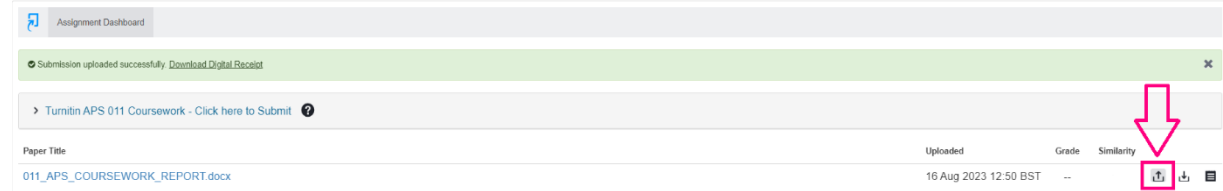To check your Similarity score, refresh your browse page, as shown below:
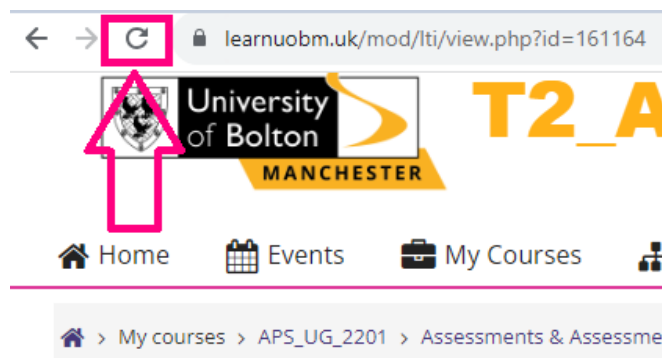
STEP 10:

Please note, that you are able to resubmit your coursework 3 times **before the deadline**. To resubmit your coursework, select the resubmission option, as shown below:

Turnitin APS 011 Coursework - Click here to Submit

	Assignment Dashboard

⊘ Submission uploaded successfully. Download Digital Receipt	✕

› Turnitin APS 011 Coursework - Click here to Submit ❓	

Paper Title	Uploaded	Grade	Similarity
011_APS_COURSEWORK_REPORT.docx	16 Aug 2023 12:50 BST	--	

Contact Us Information

For more information or further assistance on **Turnitin Submission,** please contact Learning Resources Centre:

learningresources@london.uclan.ac.uk

Alternatively, join **LRC Online Live Support Chat** from the link below:

https://zoom.us/j/97737256809

Our LRC Online Live Support Chat Opening Hours:

Term-Time hours:

Monday - Friday 9:00 – 17:30

Tuesday, Thursday 9:00 –

19:30 Saturday 9:00 – 17:00

Non Term-Time hours:

Monday - Friday 9:00 – 17:30