## USING CANVAS INTEGRATION 2.0 (TEACHER & STUDENT MANUAL)

# URKUND

Version 2017-10-27

#### Table of Contents

| Using URKUND's Canvas Integration 2.0          | .3  |
|--|-----|
| Teacher View: Creating Assignment              | . 3 |
| Teacher View: Seeing Results (via SpeedGrader) | . 4 |
| Teacher View: Seeing Results (via Grades)      | . 5 |
| Student View                                   | . 6 |
| Student View: Uploading a Document             | 6   |
| Student View: Seeing Results via Grades        | . 7 |
| Student View: Seeing Results via Assignments   | . 7 |

For information about how to install the plugin, please see the full guide.

If you find any errors in this document, please let us know at information@urkund.com



## Using URKUND's Canvas Integration 2.0

## **Teacher View**

#### Teacher View: Creating Assignment

- 1. Go to the relevant course and click on "Assignments"
- 2. Choose "+ Assignment"
- 3. Fill in Assignment details as normal
- 4. Make sure that Submission Type is Online
- 5. Select "File Uploads"
- (If necessary) Choose "Restrict Upload File Types" and include the file types that the students are to use and that URKUND supports. URKUND supports .doc, .docx, .sxw, .ppt, .pptx, .pdf, .txt, .rtf, .html, .htm, .wps, .odt and .pages (4). Other file formats, if submitted to URKUND, will return an error.
- 7. The option "Plagiarism Review" will now appear...choose URKUND
- 8. Choose any other settings that the assignment should have
- 9. If desired, choose Anonymous (IMPORTANT: this is independent of the Canvas settings for anonymity; you will need to tick this even if the Canvas setting has been chosen at course level)

|                   | Media Recordings   |  |  |
|-------------------|--|--|--|
|                   | ✓ File Uploads   |  |  |
|                   | Restrict Upload File Types                                       |  |  |
|                   | pdf,doc,docx,txt   |  |  |
|                   | Enter a list of accepted extensions, for example:<br>doc,xls,txt |  |  |
| Plagiarism Review | URKUND 🗘   |  |  |
|                   | Plagiarism settings  |  |  |
|                   | Anonymous  |  |  |

#### 10. Choose when to show the reports to students

11. Save & Publish (or just Save)

#### Teacher View: Seeing Results (via SpeedGrader)

- 1. Go to Courses and choose the relevant course
- 2. Go to Assignments and choose the relevant assignment
- 3. Go to SpeedGrader
- 4. Click on the percentage to view the report

|       | 0/2 1/2 ← ● Student 1<br>Graded Student   | $\bullet \   \rightarrow$  |
|-------|---|--|
| ÷ / ∐ | Submitted: Oct 26 at 1:23pm<br>Submitted Files: (click to load)<br>100% Elk or moose.docx | .↓.  |
|       | Assessment<br>Grade out of 100  |  |
|       | Assignment Comments   |  |
|       | Hello   | $\times$   |
|       | Here is my essay<br>Student, Oct  | 26 at 1:23pm   |
|       | Add a Comment   | le de la companya de |
|       | Ø   | Submit   |



#### Teacher View: Seeing Results (via Grades)

- 1. Go to Courses and choose the relevant course
- 2. Go to Grades
- 3. Go to the square with the student's submission in and click on the tab (red in the screenshot below)

| ·원 Import    | ₹ Export        | ¢3 ▼              |  |             |       |
|--------------|-----------------|-------------------|--|-------------|-------|
| Student Name | Secondary ID    | )-12 15:55<br>100 | Writing Canvas Manuals<br>Out of 100   | Assignments | Total |
| JB Student   | jbstudent       |                   | P 4                                    | 74.5%       | 74.5% |
| Test Student | 6bdc776744bfb21 | ] –               | File Upload Submission, Has similarity | score       | -     |

4. You will be taken to a screen which shows the submission's details

| JB Student                      | × |
|---------------------------------|---|
| Writing Canvas Manuals          |   |
| Grade: Update Grade             |   |
| More details in the SpeedGrader |   |
| Submitted: Oct 26 at 1:23pm     |   |
| Submitted files:                |   |
| 100% Elk or moose.docx          |   |
|                                 |   |
| Comments                        |   |
| JB Student 1:23pm<br>Hello      |   |
| Here is my essay                |   |
| Add a comment                   |   |
|                                 |   |
|                                 |   |
| Post Comment                    |   |

5. Click on the percentage score to see the report.



## Student View

### Student View: Uploading a Document

- 1. Go to the relevant Course and Assignment
- 2. Submit Assignment

| Writing Canvas Manuals  | Submit Assignment |
|---|-------------------|
| DueNo Due DatePoints100Submittinga file uploadFile Typespdf, doc, docx, and txt |                   |
| Test assignment for the purpose of having a screenshot or two for the manual.   |                   |
| 3. File Upload, choose file   |                   |
| 4. Choose another file, if necessary  |                   |
| 5. Leave a comment, if necessary  |                   |
| 6. Tick the box confirming that the work is original                            |                   |
| 7. Submit Assignment  |                   |
| File Upload   |                   |
| Upload a file, or choose a file you've already uploaded.                        |                   |
| File: Choose File Elk or moose  |                   |
| + Add Another File  |                   |
| Click here to find a file you've already uploaded                               |                   |
| Hello   |                   |
| Here is my essay  |                   |
| ☑ This assignment submission is my own, original work                           |                   |
| Cancel Submit Assignment  |                   |



#### Student View: Seeing Results via Grades

- 1. Go to Courses and the relevant course
- 2. Go to Grades
- 3. The file and the points score will be shown if the document is ready. If the document has not yet been analysed, a clock icon will be there.

|                        | _              |     |        |   |
|------------------------|----------------|-----|--------|---|
| Writing Canvas Manuals | ₿ <sup>®</sup> | 100 | 2<br>2 | Ō |
|                        | or             |     |        |   |
| Writing Canvas Manuals |                | 100 |        | - |

4. Click on the tab on the right to view the report. Note that the percentage is the amount of the text that *has been found somewhere else* and **is not an indication of plagiarism**.

#### Student View: Seeing Results via Assignments

- 1. Go to Courses and select the relevant course
- 2. Go to Assignments
- 3. Choose Assignment
- 4. Click "Submission Details"
- 5. Click on the percentage to view the report. Note that the percentage is the amount of the text that *has been found somewhere else* and **is not an indication of plagiarism**.

