How to access an Assignment
As a Student in

By: Antoinette Malgas

Centre for Learning, Teaching and Development Unit

CC-BY-NC SA 4.0
Please note that:
It is important to create two or more assignment titles to allow for multiple submissions.

e.g. if a student is supposed to submit Assignment A, B and C at the same time – they do not use assignment A title to submit all documents.

Each document ought to be submitted to its own assignment
Please follow the numbers

1. Select the course site.
2. Click on 'Site Info'.
3. Make sure you have selected Assignments and NOT Assignments2.
Section Info
For managing sections within a site

Sign-up
For enabling online registration for meetings and other events

Site Info
For showing works to information and site participants

Site Members
A tool for managing site members

Statistics
For showing site statistics by user, event or resource of the site

Syllabus
For posting a summary outline and/or requirements for a site

Tests & Quizzes (Assessments)
For creating and taking online tests and quizzes

Thorne Manager
Allows site owner to change theme.

Web Content
For accessing web content from an external website within the site.

Evaluation
(source = https://www.surveymonkey.com/r/RG6962D)

VTC Online course
(source = http://computertraining.wits.ac.za)

Wiki
For collaborative editing of pages and content
Confirming site tools edits for Wits-e Introduction 2017

You have removed the following:

- Assignment 2 (Assignment 2)

You have selected the following for your site (added tools highlighted):

- Announcements (Announcements)
- Resources (Resources)
- Assignments (Assignments)
- Tests & Quizzes (Assessments)
- Gradebook (Gradebook)
- Chat Room (Chats)
- Evaluation (Evaluation) (https://www.surveymonkey.com/r/GR6962D)
- Section Info (Section Info)
- Site Info (Site Info)
- Course Home (Course Home)
- Forums (Forums)
- Assignment 2 (Assignment 2)
- Learning Unit 1 (Learning Unit 1)
- Learning Unit 2 (Learning Unit 2)
- Learning Unit 3 (Learning Unit 3)
- Learning Unit 4 (Learning Unit 4)
- Important info (Important info)
- Site Members (Site Members)
- VTC Online course (VTC Online course) (http://computertraining.wits.ac.za)

Finish  Back  Cancel
It is important to add text in the text box otherwise the essay will not let you Save.
If you want to connect assignment to Turnitin, then follow these steps:

1. Go through this area and read. Make changes where you deem fit.
### Wits-e Introduction 2017: Assignments

**Assignment List**

- **View**: Assignment list

**Assignment Details**

<table>
<thead>
<tr>
<th>Assignment title</th>
<th>For</th>
<th>Status</th>
<th>Open</th>
<th>Due</th>
<th>In / New</th>
<th>Scale</th>
<th>Remove?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Block 2 Week 1 Assignment</td>
<td>Entire Site</td>
<td>Open</td>
<td>10-Jul-2017 12:00</td>
<td>15-Aug-2017 17:00</td>
<td>0/0</td>
<td>No Grade</td>
<td></td>
</tr>
</tbody>
</table>

**Options**

- **Edit**
- **Duplicate**
- **View Submissions**
To submit as a student, please use **View site as Student** (if it is a course site)
Welcome to Introduction to Wits-e for Staff

Instructor: Ms. Antoinette Malgas
E-mail: Antoinette.malgas@wits.ac.za
Tel. (011) 717 7175

Having Wits-e tech problems?
HELP DESK SUPPORT EMAIL: elearn@wits.ac.za
Tel: (011) 717 7161/7169/7181

or click
Enter Access View (if it is a Project site)
This is student view.
• Click Assignment title to submit document
If you submit as a student, after you have clicked Assignment, this is the view that follows. Scroll down to Submit.
Scroll down, click: Browse
Click: Exit access view
(to go back to Instructor view)
<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>Block 2 Week 1</td>
<td>Entire Site</td>
<td>Open</td>
<td>10-Jul-2017 12:00</td>
<td>15-Aug-2017 17:00</td>
<td>1/1</td>
<td>No Grade</td>
<td></td>
</tr>
</tbody>
</table>

View after submission
To view **Turnitin Report**, click: Grade or icon

Report comes in different colours i.e. **Blue**, **Green**, **Yellow**, **Orange**, and **Red** (depending on the score you get from the assignment).
Click: View Report to open
If you are using this feature for the first time, it shows **User Agreement**

Click: **I agree - Continue**
strangers” students own cell phones they seem to use them more for social networking but in our strategy to help them keep up with their peers, we intend to help them utilize cell phones as well for academic learning purposes. For instance, a student needs to learn where the university student portal is, for them to access communication messages form their lecturers. It is important for them to learn and know how to link university email to their own personal emails so they can access and download all important communication and not be left behind.

Even though it was assumed by many that this cohort of students should be highly skilled for usage of information and communication technologies, some lecturers discovered that many were still submitting hand written assignments. Some concerned came from online assessments that some students were not able to submit. One of the concerns was that the ICT skills problem was discovered later in the year, after June and for some students it was a bit late to provide intervention.
Allowing **Resubmissions for individual students**
Allowing **Resubmissions for individual students**

1. Select User(s) and Allow Resubmission
2. Number of resubmissions allowed
3. Accept Until (date and time)
4. Update
5. Click **Done** after making changes