

UWTSD Moodle

Module Search

My modules

Learning in the Digital
Era (ACCA4025)

Accounting
Fundamentals
(LCBB4001)

History & Theory 2
(ACCA5003)

Health Psychology
(ECPS6006)

Moodle

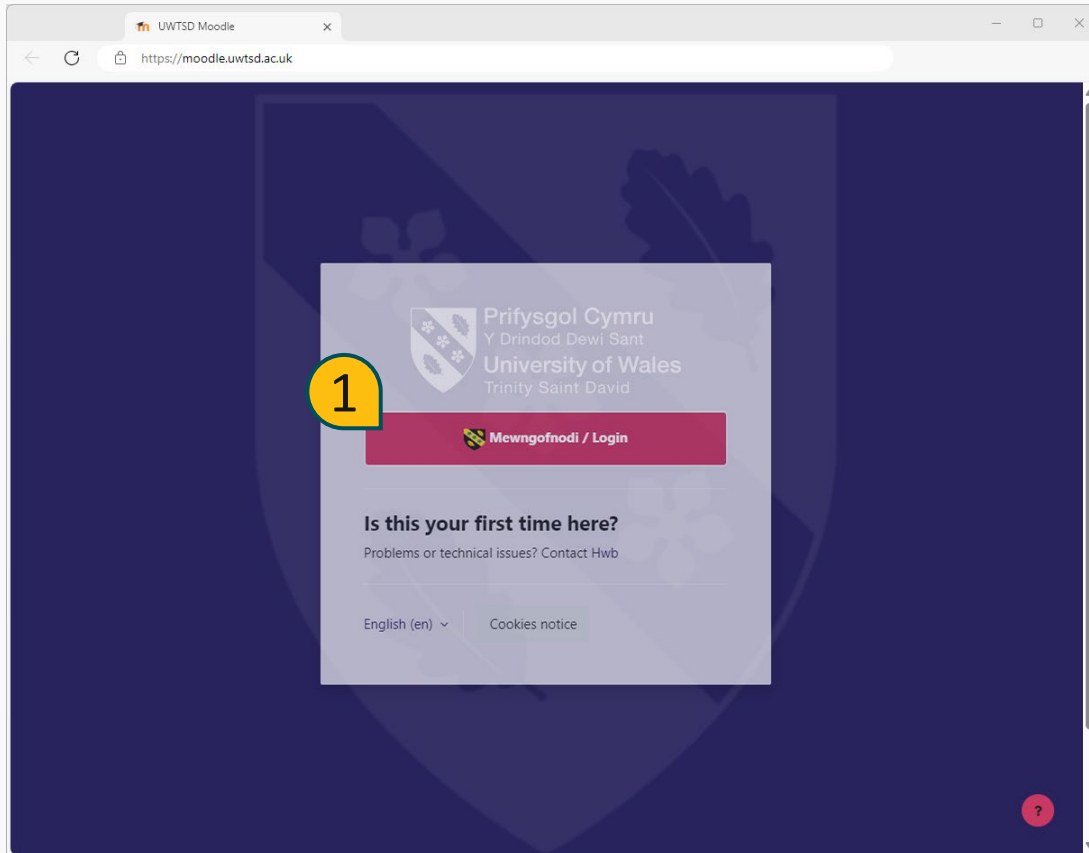
Submitting A File For Assessment

Please note:

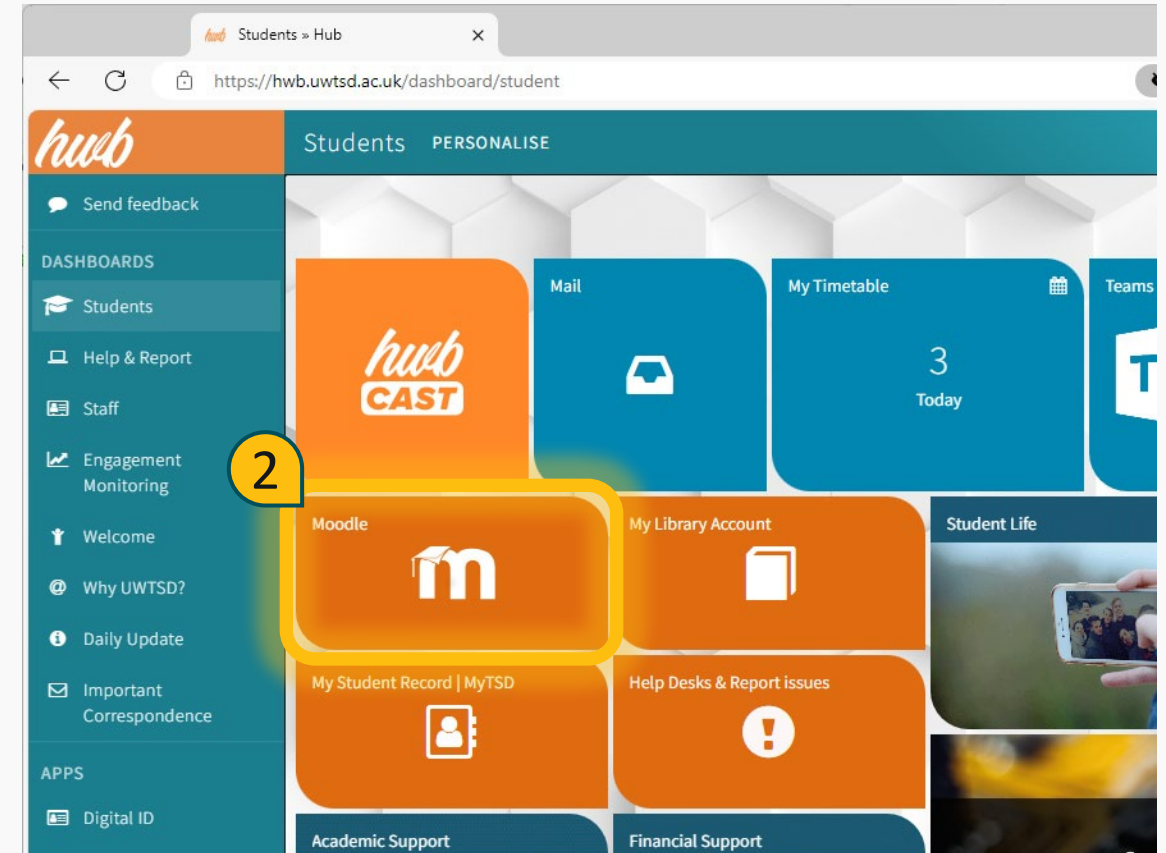
It is recommended to access Moodle on a laptop or desktop computer. Using your phone is more difficult.

Log Into Moodle

1. Go to moodle.uwtsd.ac.uk and log in using your UWTSD account.

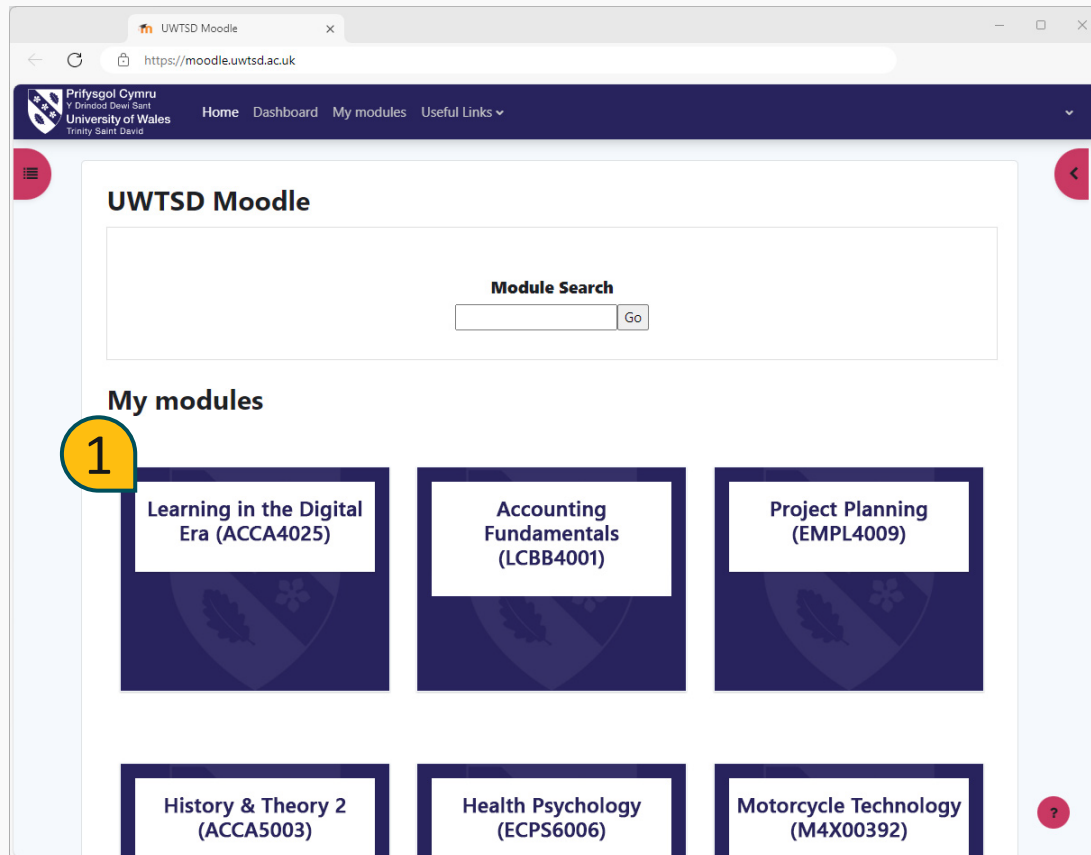


2. You can also access Moodle by going to the [UWTSD Hwb](https://hwb.uwtsd.ac.uk).



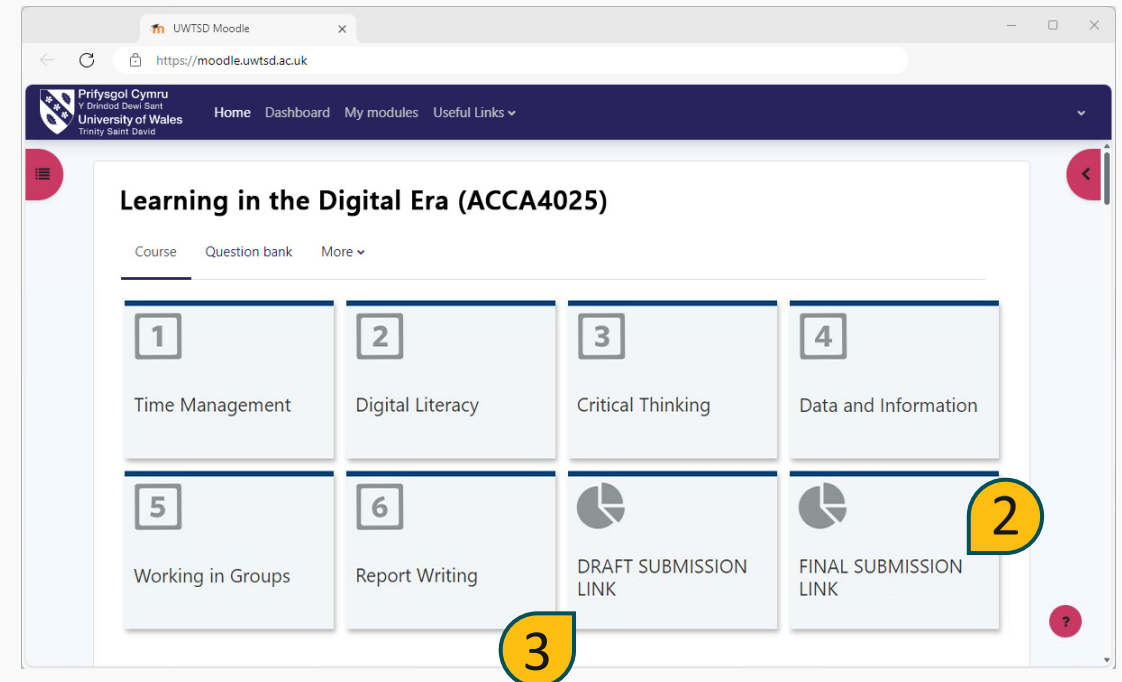
Find Your Submission Link

1. Click on the module you want.



In the module page:

2. Click on the **Final Submission** Link
3. *To practice your submission first, you can use the **Draft Submission** Link.*

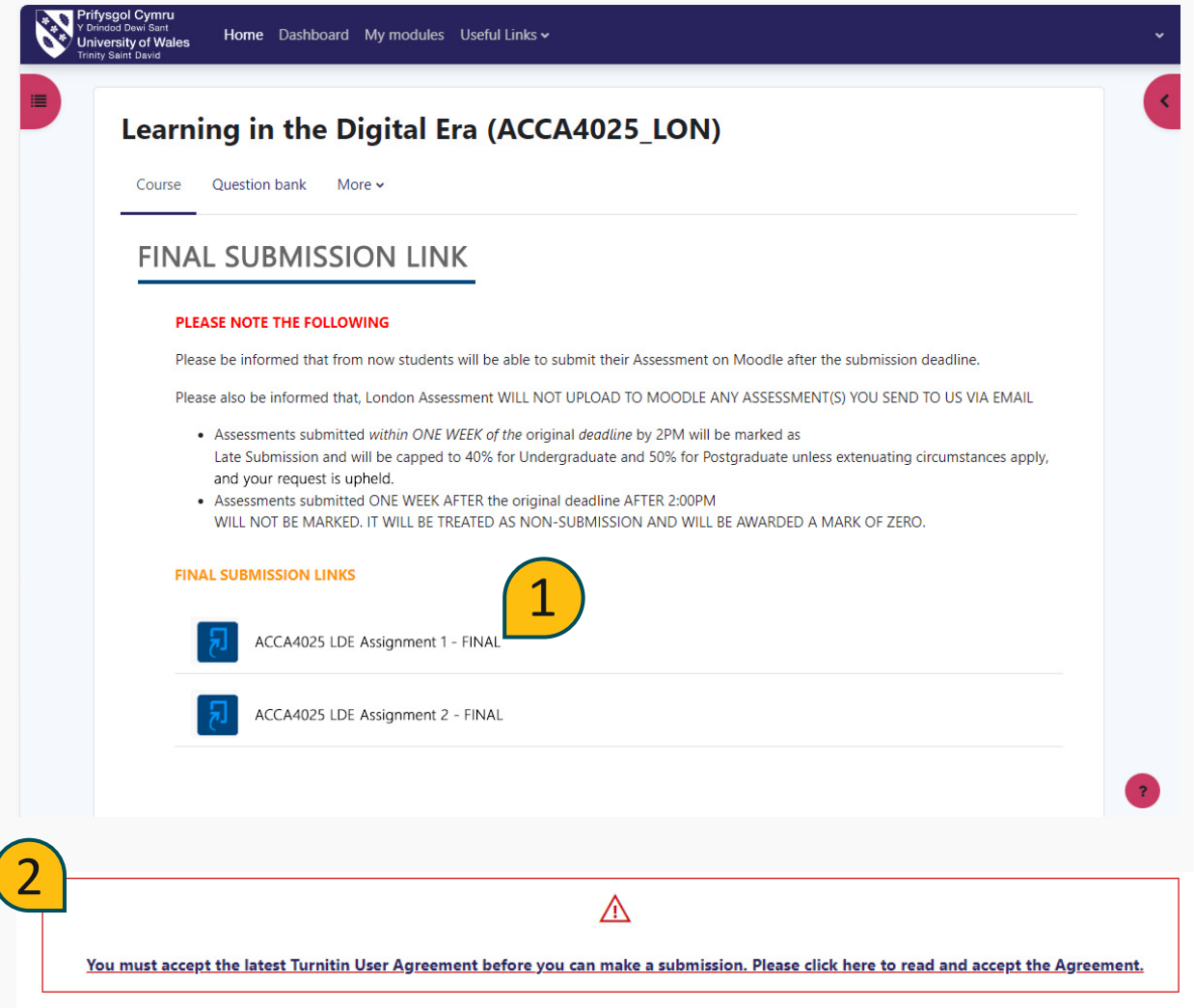


Start Your Submission

1. Click on the link for the assignment you want to submit.
2. If this is your first Moodle submission, you may see a request to **accept the Turnitin User Agreement** before you can submit.

Click on the request to accept the User Agreement and continue your submission.

Note: After accepting, you may need to refresh the Moodle page in order to continue.



The screenshot shows the Moodle interface for the course 'Learning in the Digital Era (ACCA4025_LON)'. The top navigation bar includes links for Home, Dashboard, My modules, and Useful Links. The course page displays a 'FINAL SUBMISSION LINK' section with a 'PLEASE NOTE THE FOLLOWING' warning. Below this, there are two assignment links: 'ACCA4025 LDE Assignment 1 - FINAL' and 'ACCA4025 LDE Assignment 2 - FINAL'. A yellow circle with the number '1' highlights the first assignment link. At the bottom of the page, a red-bordered box contains a warning icon and the text: 'You must accept the latest Turnitin User Agreement before you can make a submission. Please click here to read and accept the Agreement.'

Prifysgol Cymru
Y Drindod Dewi Sant
University of Wales
Trinity Saint David

Home Dashboard My modules Useful Links

Learning in the Digital Era (ACCA4025_LON)

Course Question bank More

FINAL SUBMISSION LINK

PLEASE NOTE THE FOLLOWING

Please be informed that from now students will be able to submit their Assessment on Moodle after the submission deadline.

Please also be informed that, London Assessment WILL NOT UPLOAD TO MOODLE ANY ASSESSMENT(S) YOU SEND TO US VIA EMAIL

- Assessments submitted *within ONE WEEK of the original deadline* by 2PM will be marked as Late Submission and will be capped to 40% for Undergraduate and 50% for Postgraduate unless extenuating circumstances apply, and your request is upheld.
- Assessments submitted ONE WEEK AFTER the original deadline AFTER 2:00PM WILL NOT BE MARKED. IT WILL BE TREATED AS NON-SUBMISSION AND WILL BE AWARDED A MARK OF ZERO.

FINAL SUBMISSION LINKS

ACCA4025 LDE Assignment 1 - FINAL

ACCA4025 LDE Assignment 2 - FINAL

2



You must accept the latest Turnitin User Agreement before you can make a submission. Please click here to read and accept the Agreement.

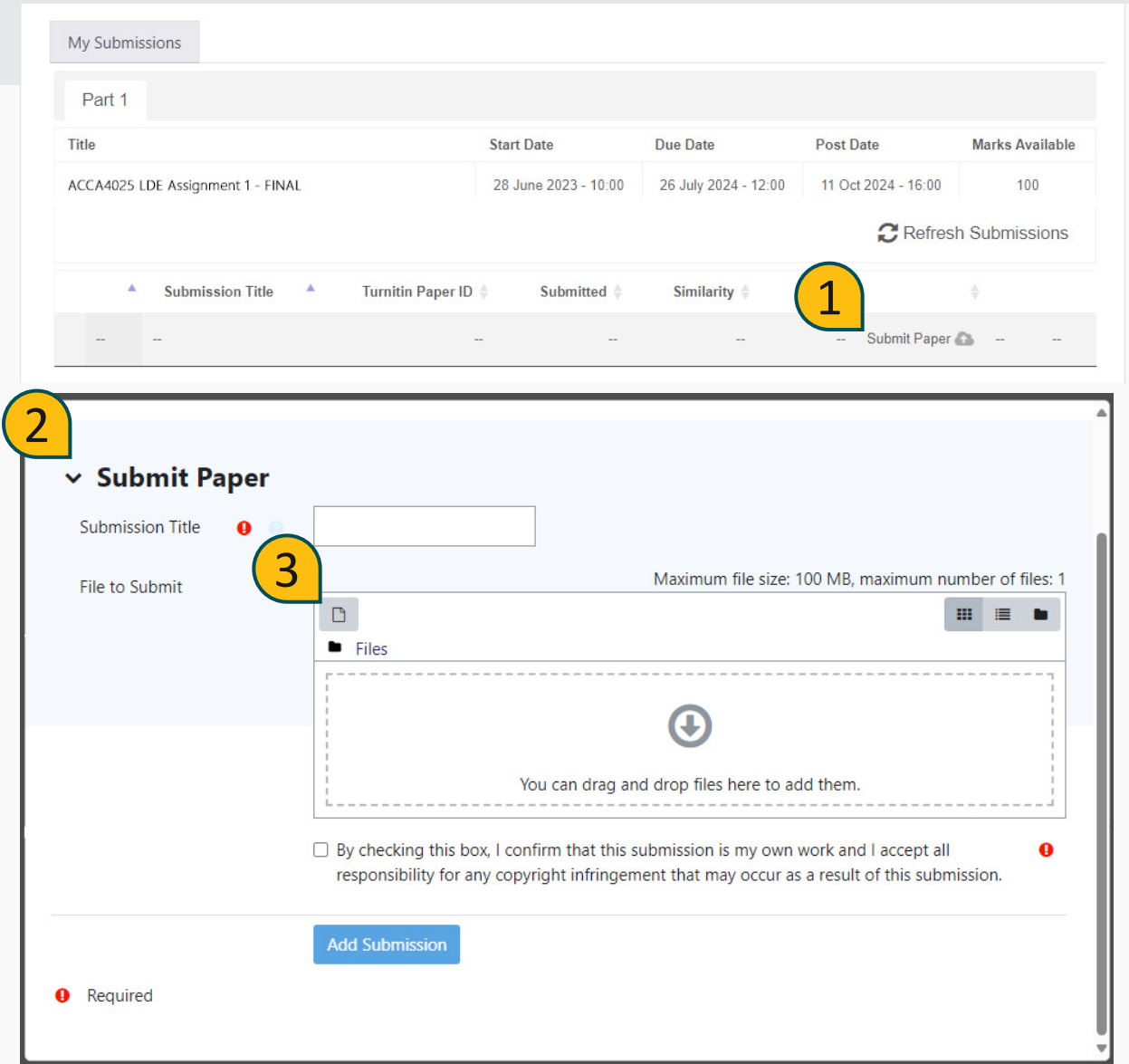
Submit Paper

1. Click on the **Submit Paper** link with the cloud icon.
2. The **Submit Paper** window will appear.
3. Click the **File Icon** to open the File Picker.

The next steps show 2 ways to use the File Picker:

- [OneDrive](#)
- [Upload A File](#)

You can choose which way works best for you.



The screenshot shows the Moodle interface for submitting a file. The top section, 'My Submissions', contains a table for 'Part 1' with columns: Title, Start Date, Due Date, Post Date, and Marks Available. The table lists 'ACCA4025 LDE Assignment 1 - FINAL' with due dates for June 2023, July 2024, and October 2024. A 'Refresh Submissions' button is at the bottom right of the table. Below the table is a row of icons for 'Submission Title', 'Turnitin Paper ID', 'Submitted', 'Similarity', and 'Submit Paper' (which has a cloud icon). A yellow circle with the number '1' highlights the 'Submit Paper' icon. The bottom section is a modal window titled 'Submit Paper'. It has a 'Submission Title' field and a 'File to Submit' section. A yellow circle with the number '2' highlights the 'Submit Paper' window title. In the 'File to Submit' section, there is a file icon and a 'Files' folder icon. A yellow circle with the number '3' highlights the file icon. Below the file picker is a large dashed box with a download icon and the text 'You can drag and drop files here to add them.' At the bottom of the modal, there is a checkbox with the text 'By checking this box, I confirm that this submission is my own work and I accept all responsibility for any copyright infringement that may occur as a result of this submission.' and an 'Add Submission' button. A red exclamation mark icon is next to the checkbox text. A 'Required' label with a red exclamation mark is at the bottom left of the modal.

Title	Start Date	Due Date	Post Date	Marks Available
ACCA4025 LDE Assignment 1 - FINAL	28 June 2023 - 10:00	26 July 2024 - 12:00	11 Oct 2024 - 16:00	100

Refresh Submissions

Submission Title Turnitin Paper ID Submitted Similarity Submit Paper

Submit Paper

Submit Paper

Submission Title

File to Submit

Maximum file size: 100 MB, maximum number of files: 1

Files

You can drag and drop files here to add them.

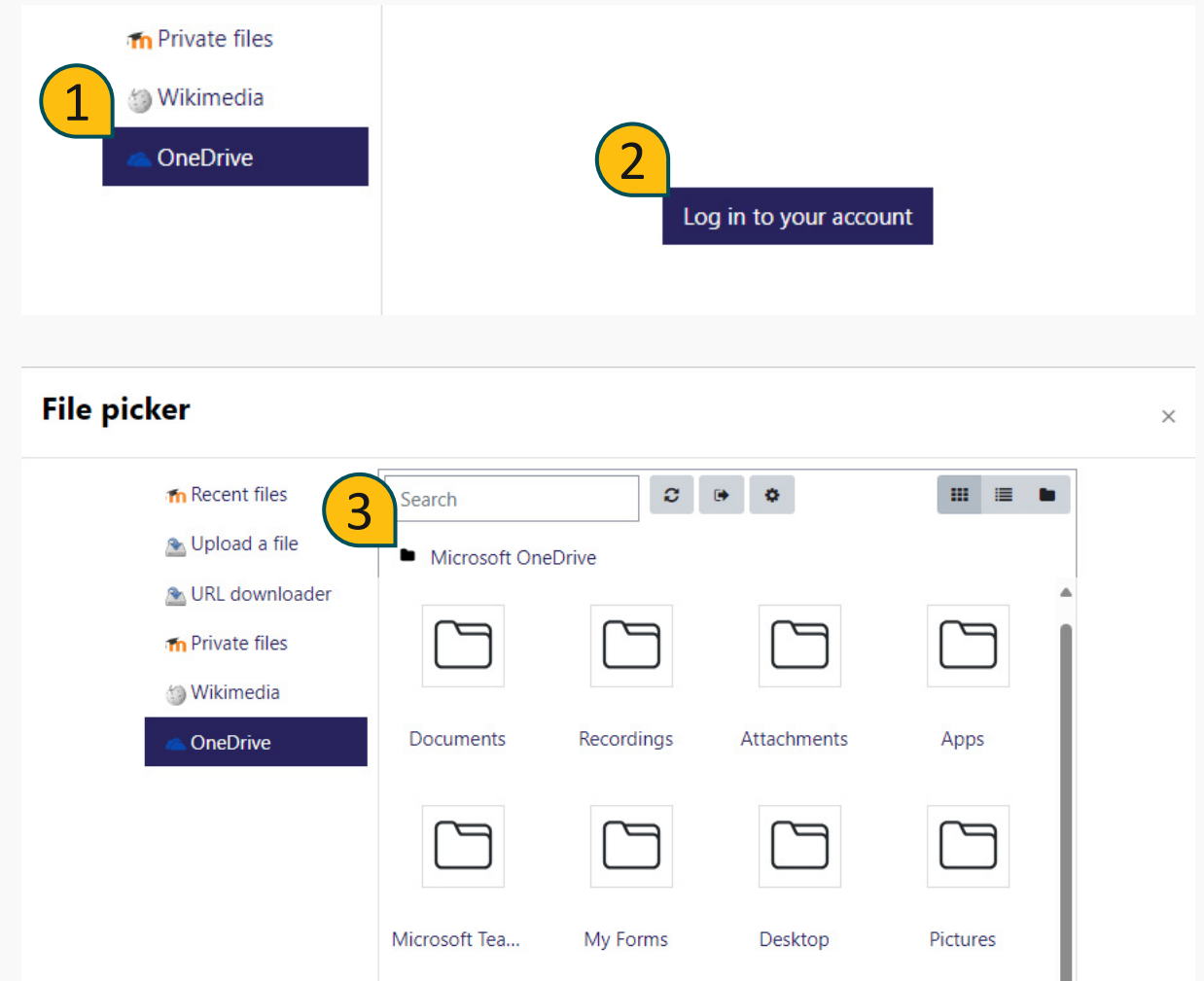
☐ By checking this box, I confirm that this submission is my own work and I accept all responsibility for any copyright infringement that may occur as a result of this submission.

Add Submission

Required

File Picker: OneDrive (Part 1)

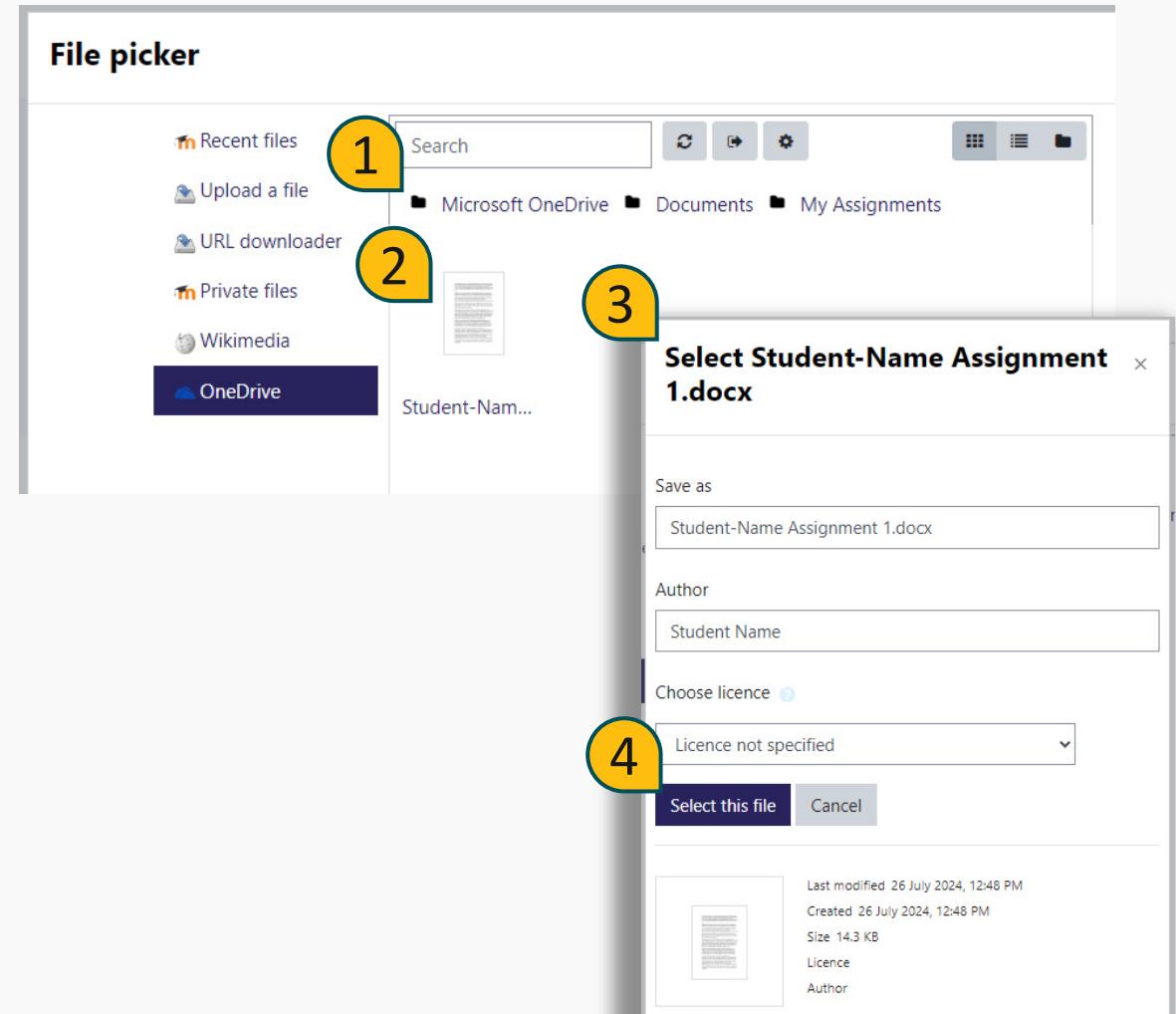
1. Select **OneDrive**.
2. You may need to log into OneDrive with your UWTSD credentials (or your personal details if using a personal OneDrive account).
3. Your **OneDrive folders** will appear.



File Picker: OneDrive (Part 2)

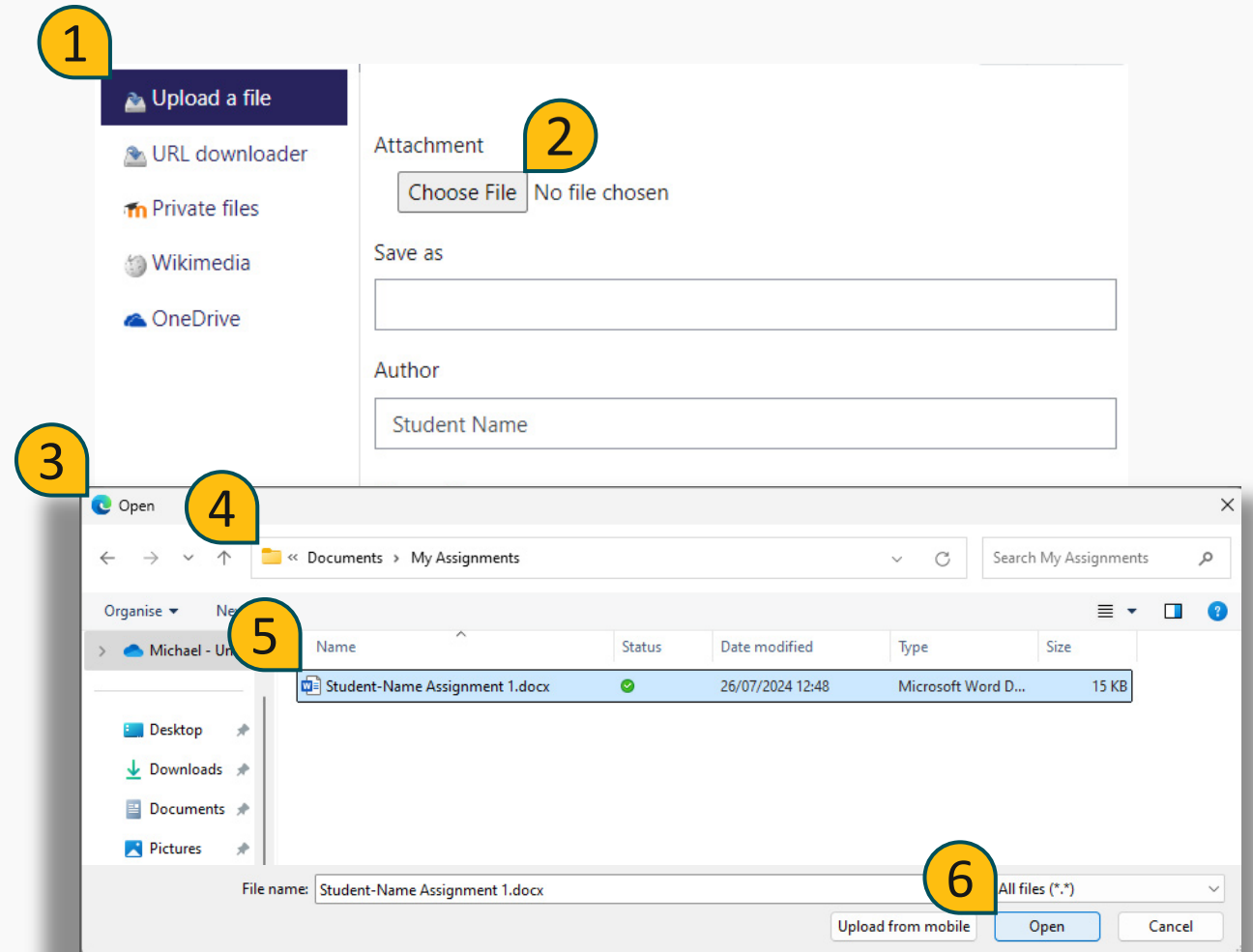
1. **Navigate to the folder** with the file you want to submit.
2. **Click on the file** you want to submit.
3. A window will pop up with details of the file.
4. Click **Select this file**.

*You can skip the following Upload a File steps.
Please go to the [Add Submission](#) page.*



File Picker: Upload A File (Part 1)

1. Select **Upload a file**.
2. Click **Choose File**.
3. A **File Explorer** window will appear.
4. **Navigate to the folder** with the file you want to submit.
5. **Click on the file** you want to submit.
6. Click **Open**.



File Picker: Upload A File (Part 2)

1. The file you selected is now listed next to the Choose File button.
2. Click **Upload this file**.

File picker ×

 Upload a file

 URL downloader

 Private files

 Wikimedia

 OneDrive

Attachment

Student-Na...nment 1.docx 1

Save as

Author

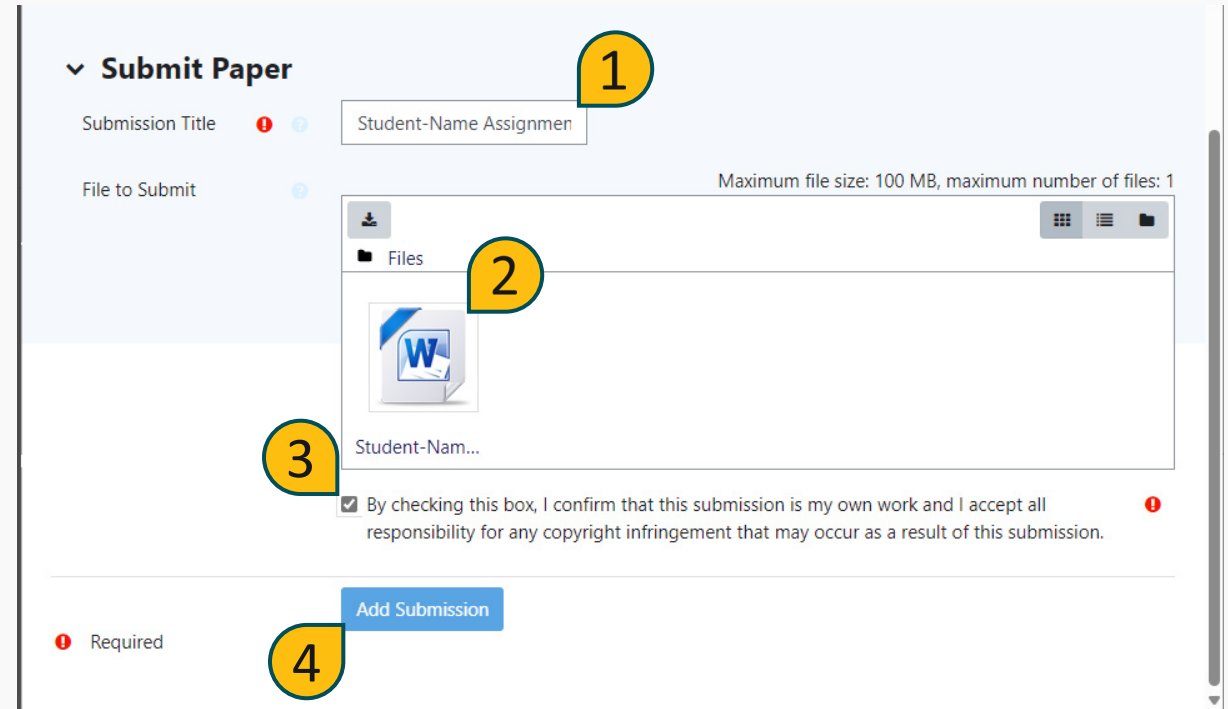
Choose licence 

2

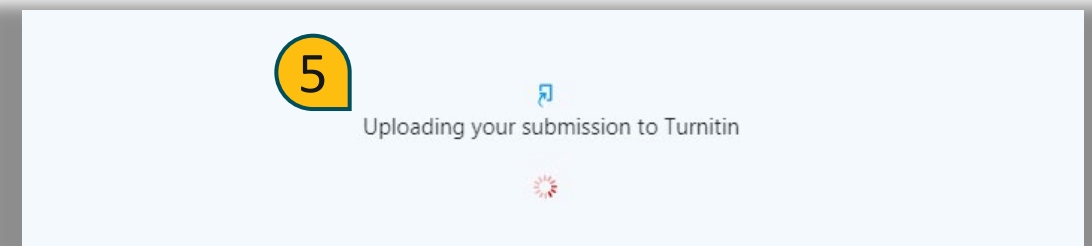
Submit Paper: Add Submission

After selecting your file with the File Picker, you return to the Submit Paper window.

1. Give your submission a name in the **Submission Title** box.
2. The file you selected is visible in the **File to Submit** box.
3. **Check the box** to confirm responsibility for your submission.
4. Click **Add Submission** to submit your assignment.
5. A window will appear to say **your submission is uploading**.



The screenshot shows the 'Submit Paper' form in Moodle. It includes a 'Submission Title' field (1) containing 'Student-Name Assignment', a 'File to Submit' section (2) showing a Word document icon, a checkbox (3) for confirming responsibility, and an 'Add Submission' button (4). A red 'Required' indicator is visible at the bottom left.



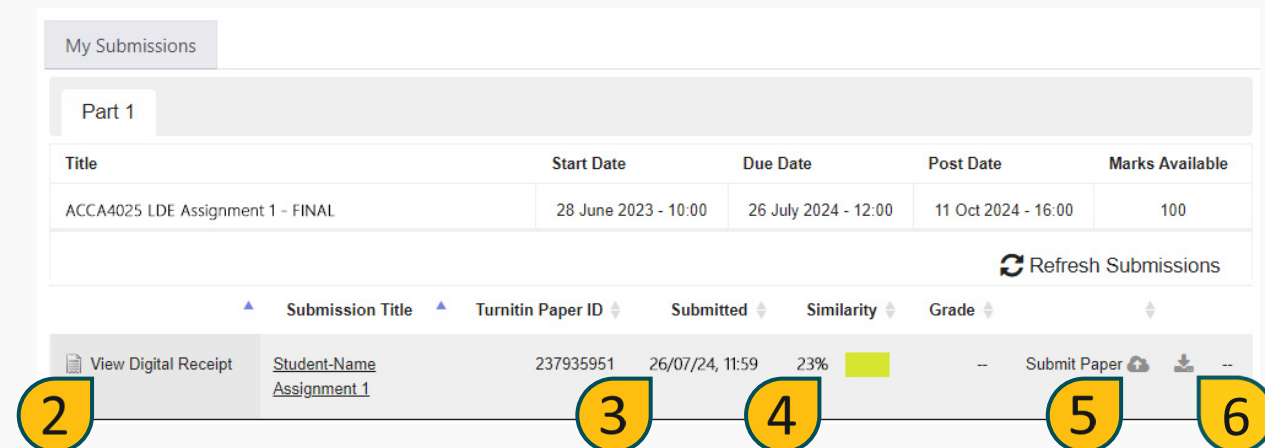
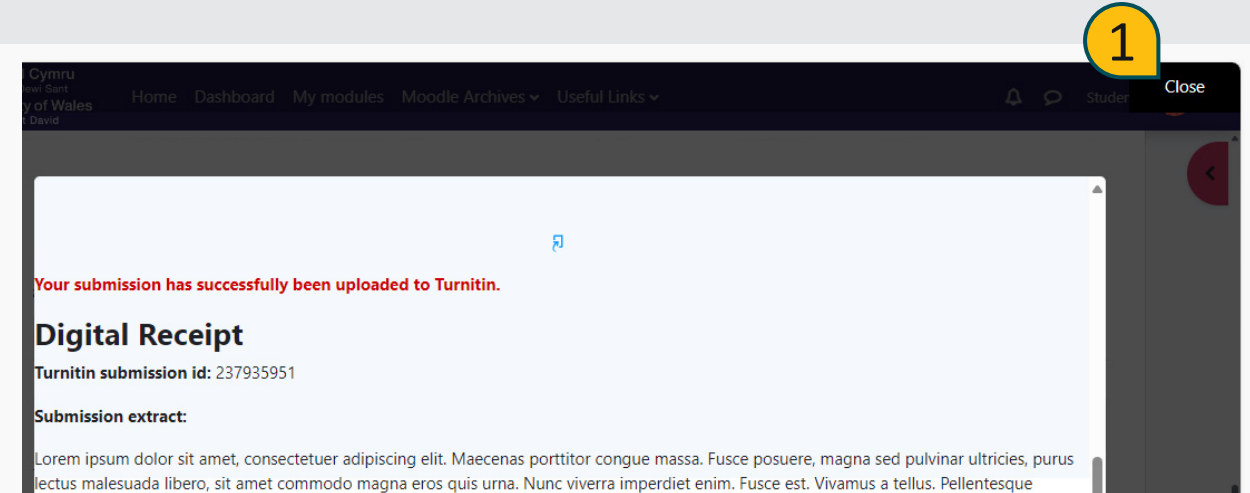
Submission Complete

After uploading, a window will appear to confirm your submission has been successfully uploaded to Turnitin.

1. To **close the confirmation window**, click in the darkened area around it, or on the Close button.

In **My Submissions** you will see:

2. A link to view your Digital Receipt.
3. Your submission date and time.
4. Your similarity index (*You may need to wait for this to become available*).
5. A button to re-submit your work.
6. A button to download your submission.



Important Notes

- Moodle only accepts **one file** to be uploaded for Turnitin assessments.
If your work is currently in more than one file, you will need to incorporate it into one single file.
- **You cannot ZIP files** for Turnitin.
- Turnitin accepts the following files formats: Open Document Text (.odt), PDF (.pdf), PowerPoint (.pptx .ppt), Rich Text Format (.rtf), Text (.txt), Excel (.xlsx .xls), Word (.docx .doc)
- Your **similarity index** will appear within a couple of hours of your first submission.
If you re-submit your work, the report will be available after 24 hours.
- You **cannot delete** an assessment which has been uploaded, **only re-submit it**.
- You may re-submit your work as many times as you want **before** the due date.