

Removing the Extra Folders of Dropbox Submissions by Litter Box Cleaning Tool

Adapted from <http://tlt.its.psu.edu/turnitin/dropboxes>

If you use ANGEL dropbox's **Submissions -> Download submissions** to obtain all submitted files at once, you may find it cumbersome to click through the additional folders added by ANGEL. The *Litter Box Cleaning Tool* is designed to remove those extra folders, and it runs well on both PC and Mac operating systems.

Additional good news for *turnitin* (<http://turnitin.psu.edu>) users: once the extra folders are removed, you can re-zip those homework files and upload it into *Turnitin* for plagiarism detection.

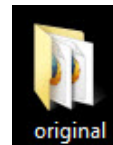
Instructions (you will need admin. rights on your computer)

Steps 1-3 are for first time only. You don't need to repeat them after it's installed.

1. Before installing the *Litter Box* application, you will need to first install *Adobe Runtime* available at <http://get.adobe.com/air>.
2. You can download the *LitterBox Cleaning Tool* by clicking <http://www.personal.psu.edu/jad52/apps/LitterBoxInstaller.htm> and then **Install Now** to save the program on your hard drive.
3. Double click on the **LitterBox.air** icon followed by **Install** to install the program.
4. Download all dropbox submissions by using *Submissions -> Download submissions* from the ANGEL dropbox, and save the .zip file on your desktop. Manually decompress this file by double clicking on it.

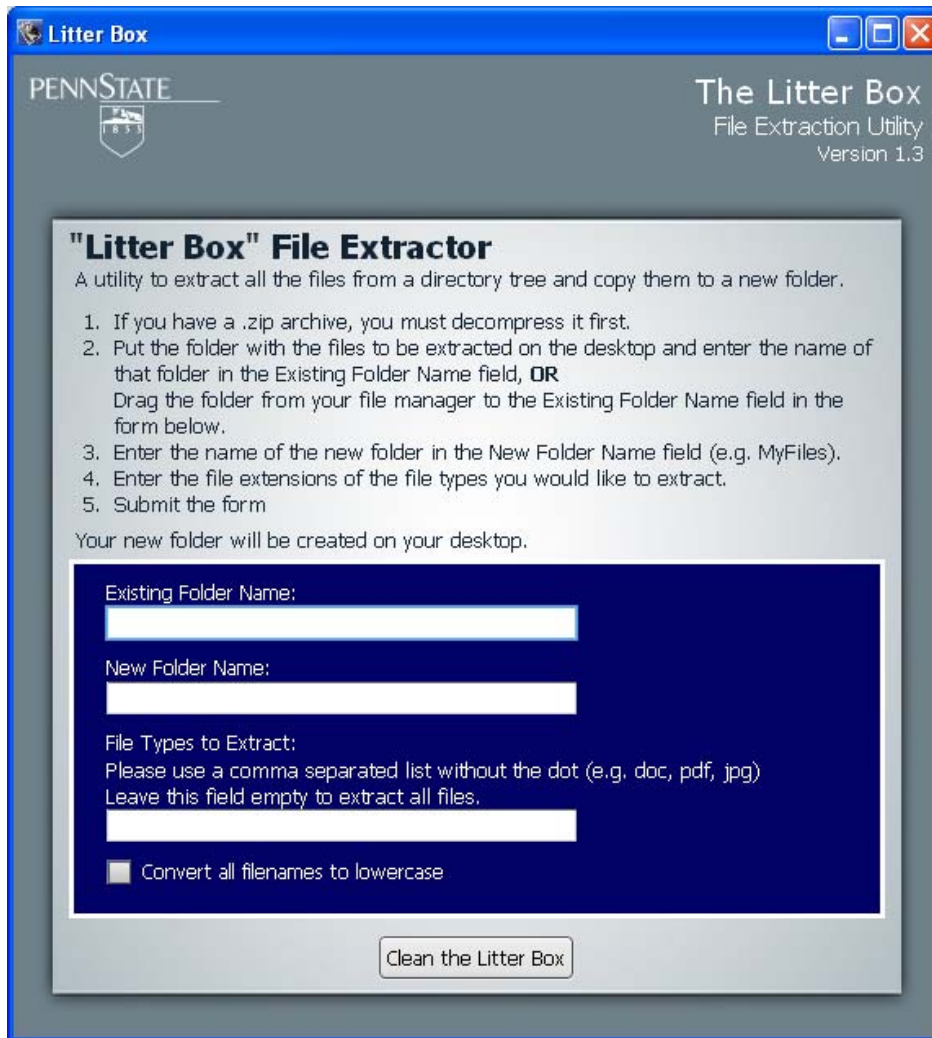
* PC users: The zip file would open as if it was a folder, and you can see all its contents. Select

everything inside and copy them into a new folder created on desktop called **original**.



* Mac users: A real folder is automatically created and it has the same name as the zip file. Inside this folder are students' individual submissions. Leave everything be.

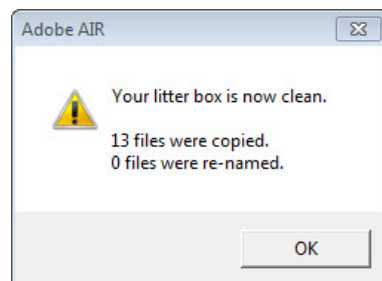
5. Open the *Litter Box* program (PC users: Start – all programs – ... Litterbox; Mac users: Applications - LitterBox) and you will see the following screen.



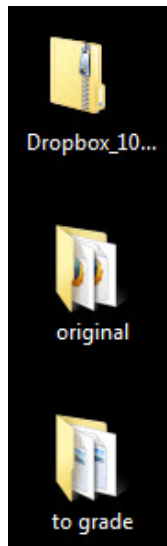
* PC users: type in **original** for *Existing Folder Name*, and type in **to grade** for the *New Folder Name*. Decide whether you want to convert all filenames to lowercase. Click on **Clean the Litter Box**.

* Mac users: type in the name of the added folder (see step 4) for *Existing Folder Name*, and type in **to grade** for the *New Folder Name*. Decide whether you want to convert all filenames to lowercase. Click on **Clean the Litter Box**.

6. You should see a confirmation message like this:



7. Now all individual submissions should be in the **to grade** folder.



* Of course you can use other names for the *New Folder Name*. The cleaned files will be placed in there too.

You may want to ask students to follow a specific naming convention for each file they submit to the ANGEL drop box. By having students include their names in the title of their files, it will make it easier for the instructor to match the name of the file to the student.

* For additional information on the *Litter Box* tool, please review the *README.txt* file included in the downloading of the application. The *Litter Box* tool is still in its beta phase, and IST would appreciate your feedback. If you have any questions or feedback about the tool, please send email to jad52@psu.edu.

General Tips for Uploading Drop Boxes to Turnitin

Turnitin users: once the extra file folders are removed, you will need to re-zip the files in the **to grade** folder before uploading to *Turnitin*.

When downloading the files in an ANGEL drop box, three additional files are created: *title.htm*, *list.htm*, and *grade.htm*. When submitting the files to *Turnitin*, uncheck the boxes next to these three files to avoid uploading these files along with the papers.

When uploading an ANGEL drop box into *Turnitin*, *Turnitin* may reject a particularly large file contained within the ANGEL drop box. If this should occur, you will need to re-submit the rejected file by itself using another *Turnitin* submission method such as copy and paste. You will not need to re-submit the entire zipped ANGEL drop box again.