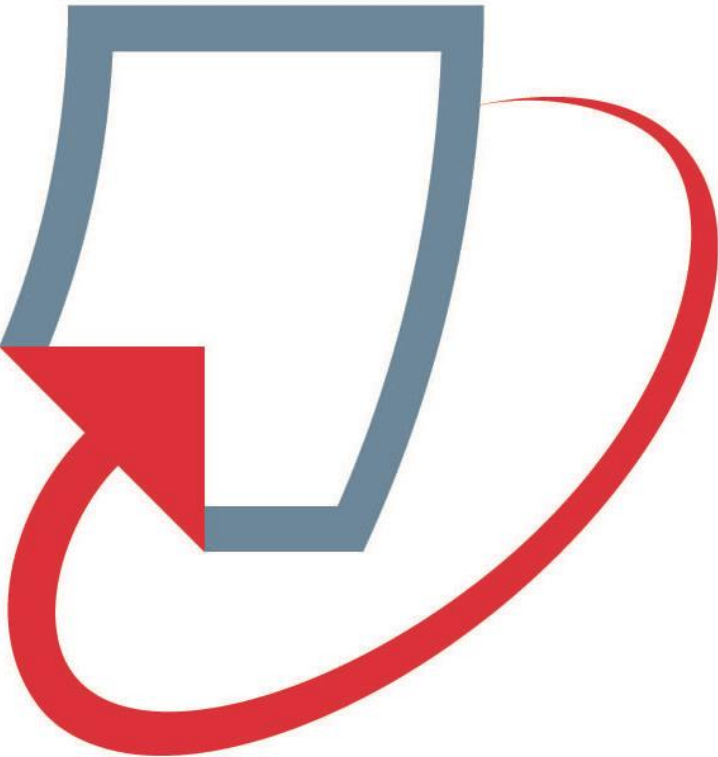# Turnitin Student Workshop

Background

Turnitin is an online plagiarism checker that you will be submitting your assignments to. When you submit your assignment, it will be compared and cross checked with those contained in Turnitin's database. The goal is to help identify any sources that are not cited or referenced.

Agenda

- Creating Your Turnitin Account
- Adding a Class
- Submitting Your Paper
- Originality Reports
- Printing or Saving Your Report
- Turnitin Usage Policy

Creating Your Turnitin Account

You will need to create an account before you can add a class or submit assignments to Turnitin. If your instructor has enrolled you in a Turnitin course, you will receive an email with a temporary password and login instructions. Or, you can manually enroll if you have your class ID and password.

- A class ID and enrollment password are required for accessing Turnitin.

1. Go to http://www.turnitin.com or select the link provided in your email. If you have not created an account yet, please select the *Create Account* link.

2. You will be taken to the *Create a User Profile* page where you will submit your email and

password. Select *Student* for your account type.

3. Then enter your class ID and enrollment password on the *Create a New Student Account*

page. You will also submit *User Information* such as your name, email address, password, and

security question. User profiles created with a class ID are automatically enrolled.

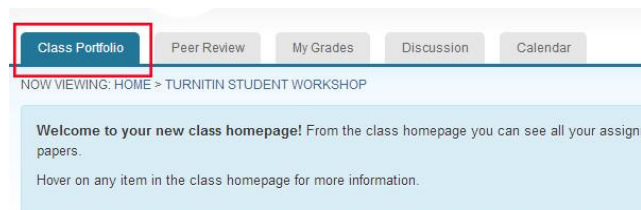4. With your User Profile now created, select *Login* to access Turnitin.

- If you are logging into your profile using a temporary password, you will be prompted to confirm your user information, set a personal password, and security question.

5. In the *All Classes* area of the student homepage, you can find which classes you are enrolled in. Select your class name to open the homepage for the class. You can also drop a class by slicking on the *Drop class* icon.

Submitting an Assignment

Access your *Class Portfolio* by clicking on the portfolio tab. Your *Class Portfolio* will list the assignments, created by your instructor, which you can submit to.

- If there are no assignments listed, you will need to wait until the assignment is created. You may wish to contact your instructor or verify that you have the correct course selected. Only instructors can create assignments.

File Formats and Size

Turnitin accepts the following file formats (file sizes must be no larger than 20 MB):

- Microsoft Word (DOC and DOCX), Corel WordPerfect, HTML, Adobe Postscript, Plain text (TXT), Rich Text Format (RTF), and Portable Document Format (PDF)

Turnitin will only review text documents. If you are submitting scanned images containing text (such as in a PDF file), you will need to convert your text into one of the accepted file formats. Text contained within other formats, such as in a Microsoft Excel spreadsheet, will not be scanned.

1. For the selected assignment, click the *Submit* button to the right of the *Assignment Inbox*.

2. Select *single file upload* under the *choose a paper submission method* drop down menu.

3. Click the *Browse* button and locate your paper.

Submit Paper: by File Upload (Step 1 of 3)

Choose a paper item submission method:

Single file upload ▾

First name *

Long

Last name *

Lim

Submission title *

The paper you are submitting will not be added to any paper repository.

Requirements for single file upload:

- File must be less than 20 MB
- The maximum paper length is 400 pages.
- File types allowed: MS Word, WordPerfect, PostScript, PDF, HTML, RTF, OpenOffice (ODT), Hangul (HWP) and plain text.

If your file exceeds 20 MB, read suggestions to meet requirements.

Browse for the file to upload *

Choose File   No file chosen

Upload   Cancel, go back

Submit Paper: Step 2 of 3

Author   Long Lim

Title   Walter Benjamin - Short Response

Preview Paper

Long Lim
ARA 9/6
ENGL 200A
Dr. Lee-Keller
9/5/2012
ARA: "The Work of Art in the Age of Mechanical Reproduction"
In "The Work of Art", Benjamin argues against the abstraction and
ritualization of technology as it relates to means of production and mass
participation. According to Benjamin, war is the outcome and "proof that
society has not been mature enough to incorporate technology as its organ,
that technology has not been sufficiently developed to cope with the
elemental forces of society" (12). He arrives at his conclusion by

Submit   Return to upload page

4. Assign a title to your submission. When ready, click the *Upload* button.

5. A preview of your file will appear in the preview panel (this preview will not contain any text formatting options). Confirm that you have selected the correct file.
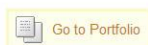
6. Click the *Submit* button to submit your paper.

- If enabled, you may have the option to choose whether your paper will be stored in the standard repository or in the institution repository. This option is located in the Add to: drop down menu.

7. Your digital receipt will be displayed after you have successfully submitted your assignment. It will also be emailed to you and will contain your unique paper ID number, your user profile, the assignment title, email-address, and the body of your text.

Your submission was successful! This is your digital receipt. This receipt contains only the first page of your submission. You can later download a digital receipt for a submission from within the Document Viewer. Students can also access digital receipts for their submissions from their Student Class Home page.

Paper title: Walter Benjamin - Short Response

Paper ID: *355972887*

Author: **Long Lim**

Go to Portfolio

Long Lim
ARA 9/6
ENGL 200A
Dr. Lee-Keller
9/5/2012

ARA: "The Work of Art in the Age of Mechanical Reproduction"

In "The Work of Art", Benjamin argues against the abstraction and ritualization of technology as it relates to means of production and mass participation. According to Benjamin, war is the outcome and "proof that society has not been mature enough to incorporate technology as its organ, that technology has not been sufficiently developed to cope with the elemental

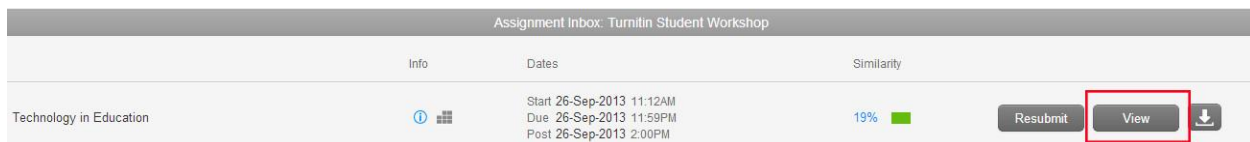## Submit via Cut/Copy and Paste

1. Follow steps 1-2 of the standard file submission process.

2. Select *Cut & Paste* from the *Choose a paper submission method:* drop down menu.

3. Enter your submission title, then copy your text and paste it into the text field.

- If you choose to manually type your paper in the text field, your account may time-out and you will lose all your entered text.

4. Click the *Submit* button to finish submitting your assignment.

5. Your digital receipt will be displayed if your submission is successful.
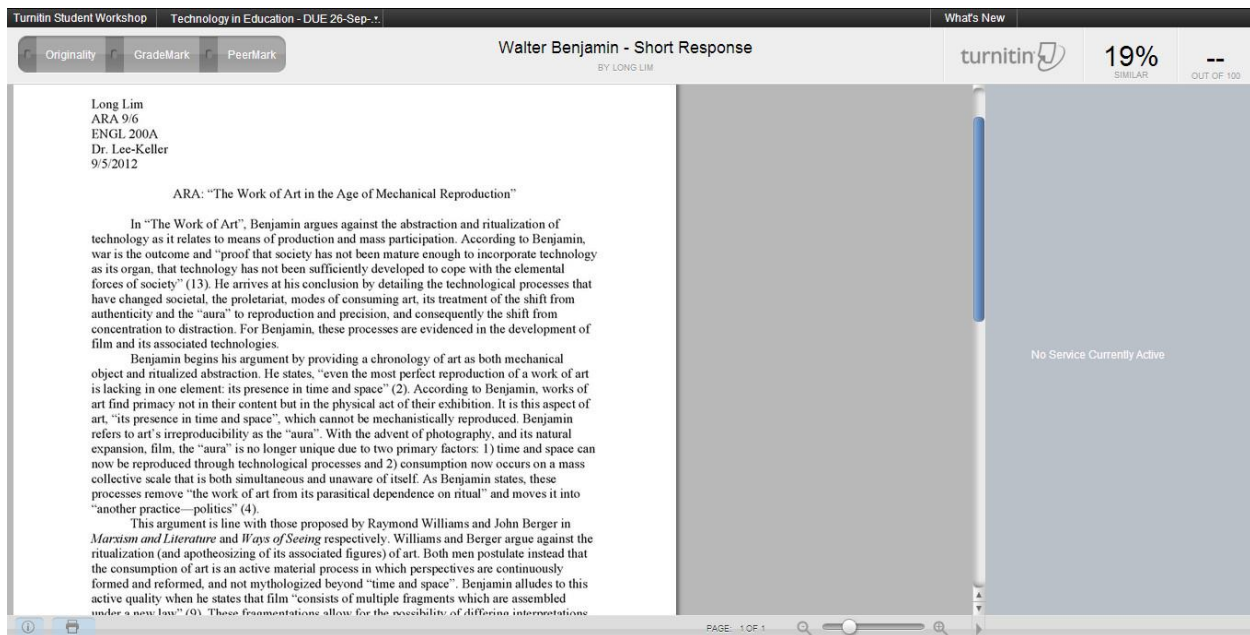
Viewing Submitted Files

After completing your submission, you can view it from your *Class Portfolio* page.

1. You view your submission by clicking the *View* button in your Assignment Inbox.

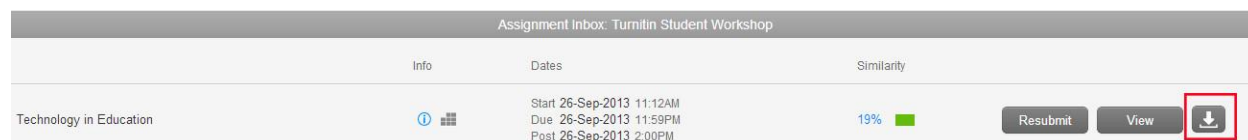   - If you have been disenrolled from a class, you will not be able to view any assignments.

2. A new window will open displaying information about your paper including the full text or if

   enabled, your Originality Report.

Downloading Submitted Papers

You can download your submitted assignment in the original format of your submission. In some cases, you may be allowed to choose between a PDF version or your original file format.

1. Click the file icon under the *Download Paper* heading on your class portfolio page, next to your paper assignment.

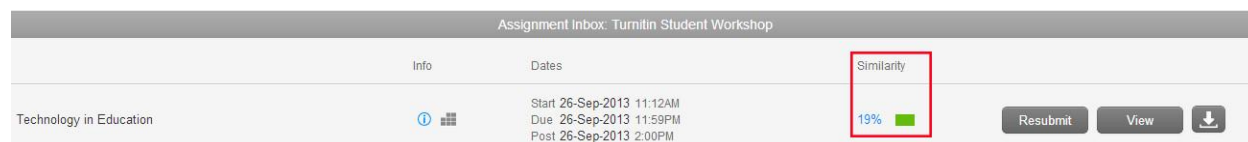| Assignment Inbox: Turnitin Student Workshop				
	Info	Dates	Similarity	
Technology in Education	ⓘ ▦	Start 26-Sep-2013 11:12AM Due 26-Sep-2013 11:59PM Post 26-Sep-2013 2:00PM	19% ▬	Resubmit View ⬇

Originality Reports

Turnitin will compare your paper with those within its repository or database. From these comparisons, you will receive an Originality Report detailing any matching or similar text. It is up to your instructor to enable or disable access to the Originality Report.

- You can verify if you have access to the Originality Report by clicking the *Originality* tab in the Turnitin Document Viewer or by clicking on the Similarity Index in the Assignment Inbox.

If are able to access your Originality Report, an icon will appear when the report has been generated. The icon will display the percentage indicated your assignment's similarity index.

Assignment Inbox: Turnitin Student Workshop				
	Info	Dates	Similarity	
Technology in Education	ⓘ ▦	Start 26-Sep-2013 11:12AM Due 26-Sep-2013 11:59PM Post 26-Sep-2013 2:00PM	19% ▬	Resubmit View ⬇

Similarity Index

The similarity index indicates the amount of matches that your paper contains with other sources in the Turnitin respository—the higher the percentage, the greater amount of matches. The color of the report icon displays the percentage range of the index:

- Blue—no matching words

- Green—one matching word, 24% similarity index

- Yellow—25-49% similarity index

- Orange—50-74% similarity index

- Red—75-700% similarity index

This percentage is a raw calculation based on the amount of matches between your text and the

Turnitin repository. Please keep in mind that direct quotations, cited sources, or bibliographical text may

be included in the percentage. The purpose of the Originality Report is to account for matching text, not

necessarily plagiarized text.

Excluding Quoted Text and Citations

In calculating the Similarity Index of your submission, you can choose to exclude quotes and

bibliographic information.

1. In the Turnitin Document Viewer, click the *View/edit filters and settings* icon. This will bring up

   the *Filters & Settings* options.

2. From here, you can check or uncheck the *Exclude Quotes, Exclude Bibliography* options.