TURNITIN STUDENT'S MANUAL

Account Creation

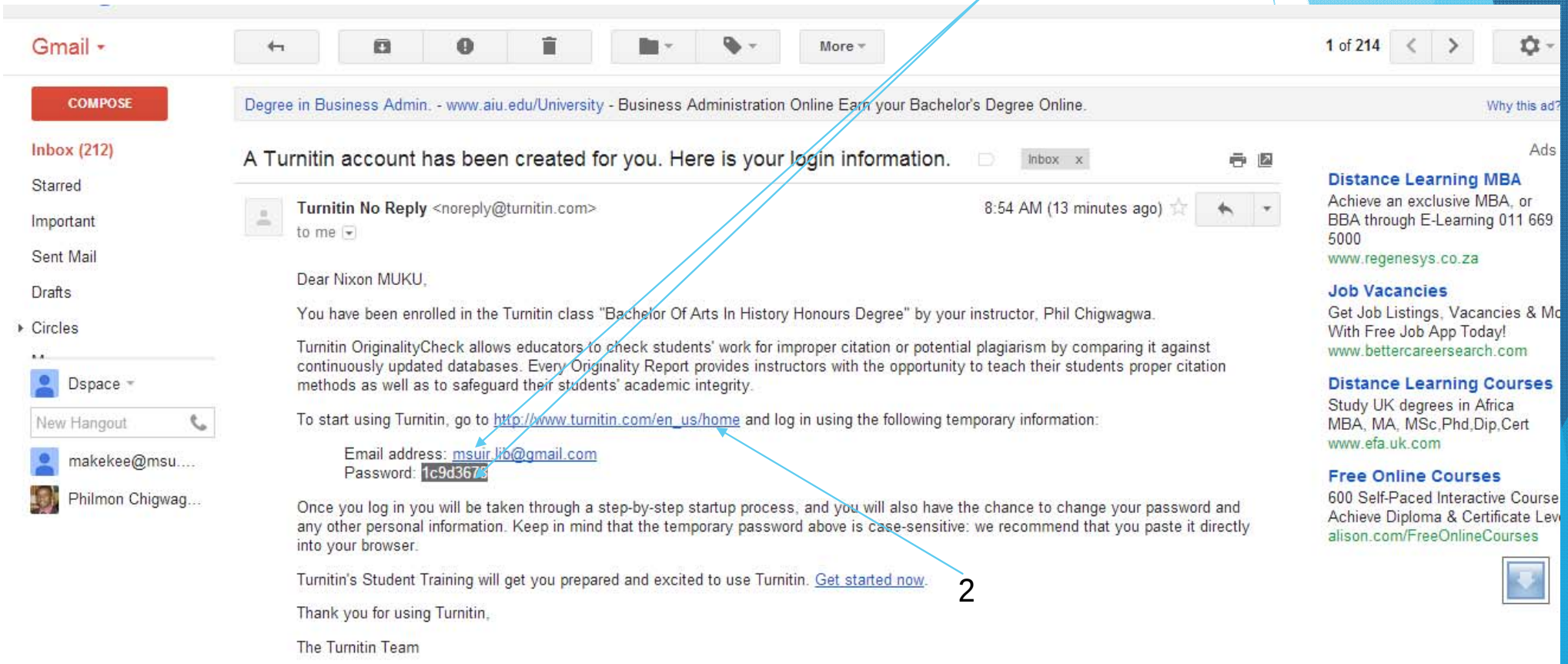


Fig 1

- After being enrolled into Turnitin a student will receive an email that looks like the diagram in Fig 1.
- Use the login credentials given in that email [shown by 2] and click the link [2] to be directed to the login page
- Note the password that is provided in the email is only temporary you will change as soon as you login for the first time into Turnitin

Creating your Profile

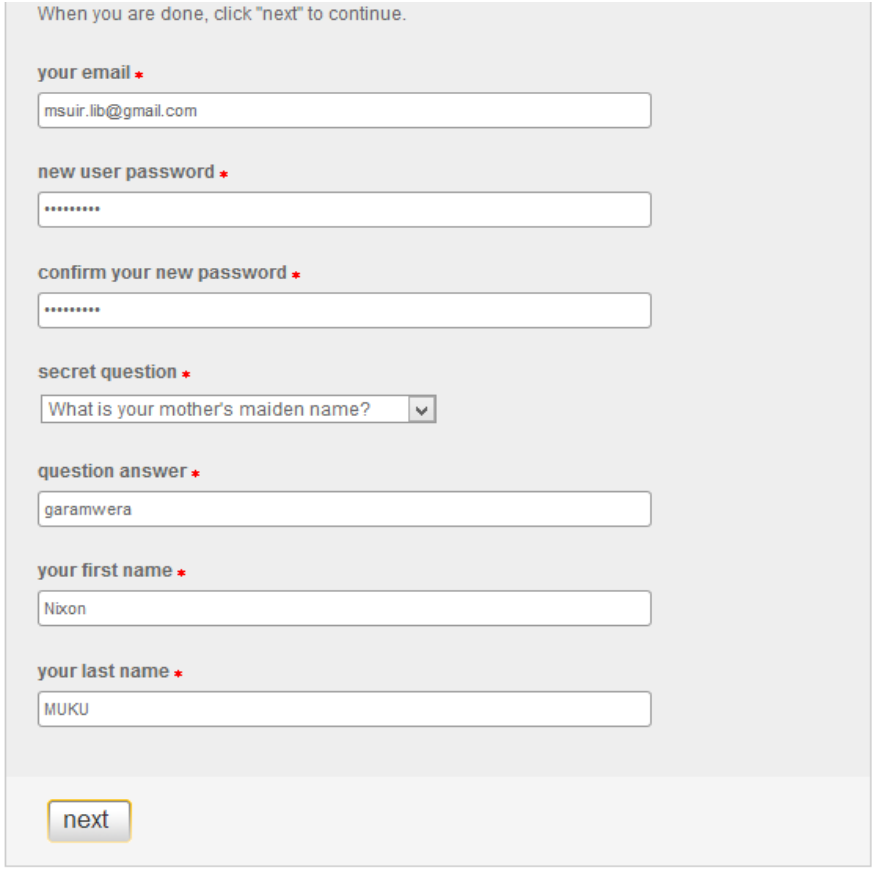
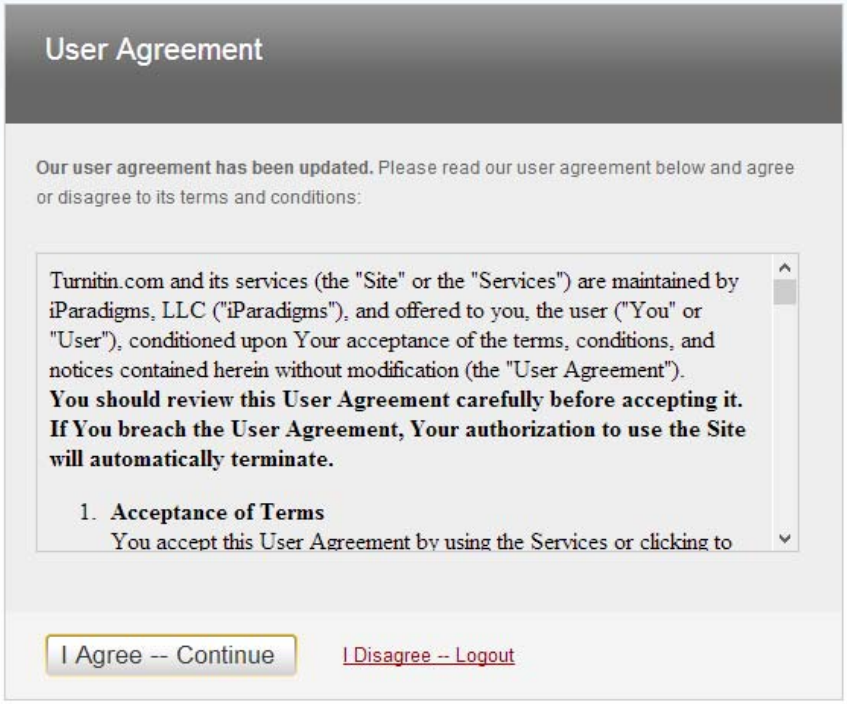


Fig 2

- After login you will be directed to a page that looks like Fig 2. On this page you are required to complete all the fields. Please take note of the following while completing this form.
- The password should have at least one number accompanied by alphabetic letters. The password should have characters between 6 and 12.
- Chose your secret question carefully. This will be asked in case you forget your password so make sure you don't forget it. It is advisable that you select your mother's maiden name as your secret question as the answer to this question is not easy to forget.
- After completing all the fields click the next button and proceed to the next step

User Agreement



On this page click the button I Agree – Continue and proceed to the next step

Your Account Home

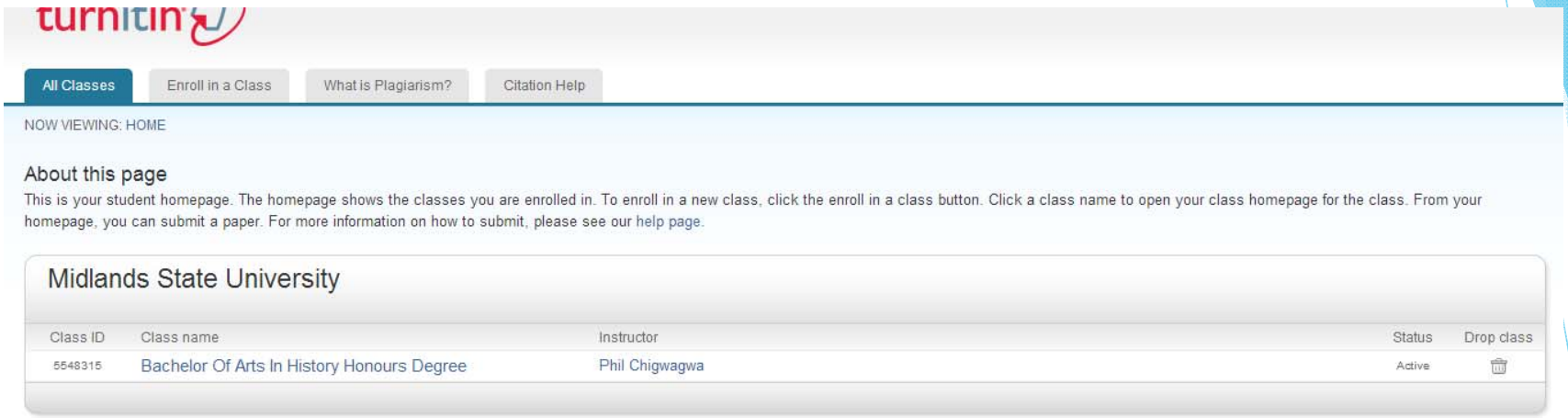


Fig 3

This your account home page and it shows the all the classes that you are enrolled in in this case the student is enrolled in Bachelor of Arts in History Honours Degree. To view all the tasks that your supervisor wants you to do click on the class name and you will be redirected to assignment home were you will be shown all the assignments that your supervisor wants you to upload in this case dissertations Fig 4. To proceed to the next step click the name of the class you are currently enrolled in.

Uploading Papers into Turnitin

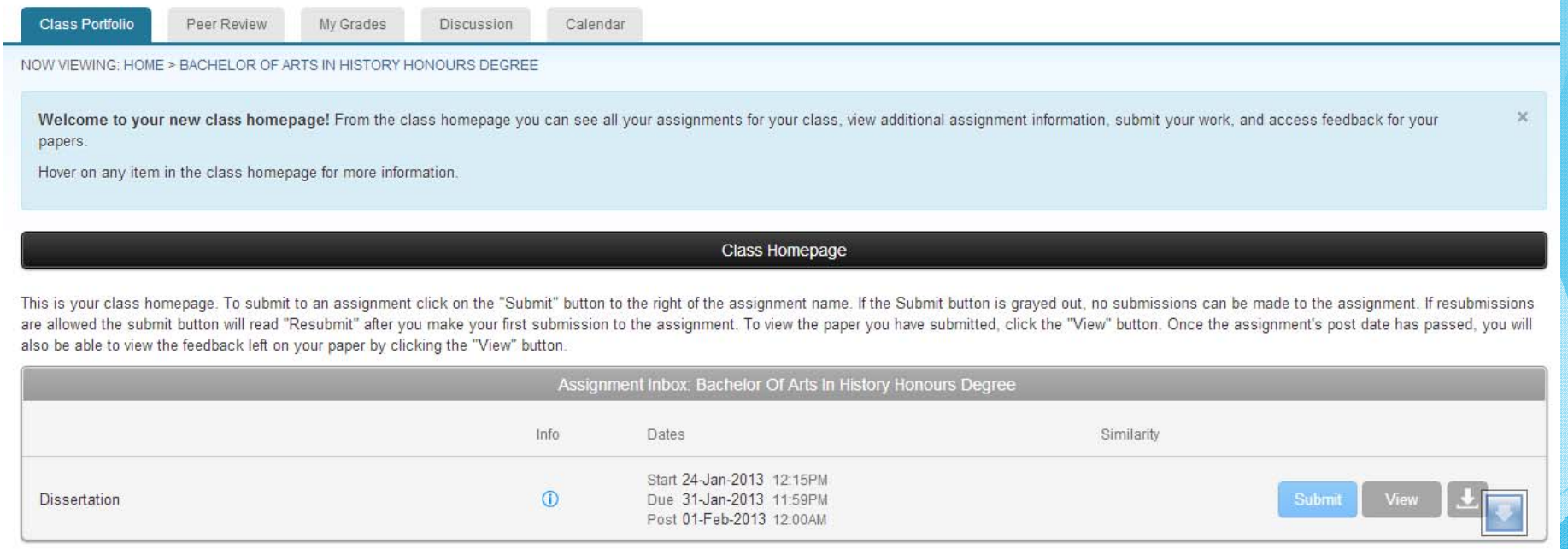


Fig 4

- This page is where you get information on due date of submission, post date which is the date that your lecturer will send you feed back of your originality report In most cases the lecture will allow you to view the report you can actually see it in few minutes after uploading your document. This will allow you to make some corrections to document before you final submission.
- To submit a document click on the Submit button and proceed to the following the button

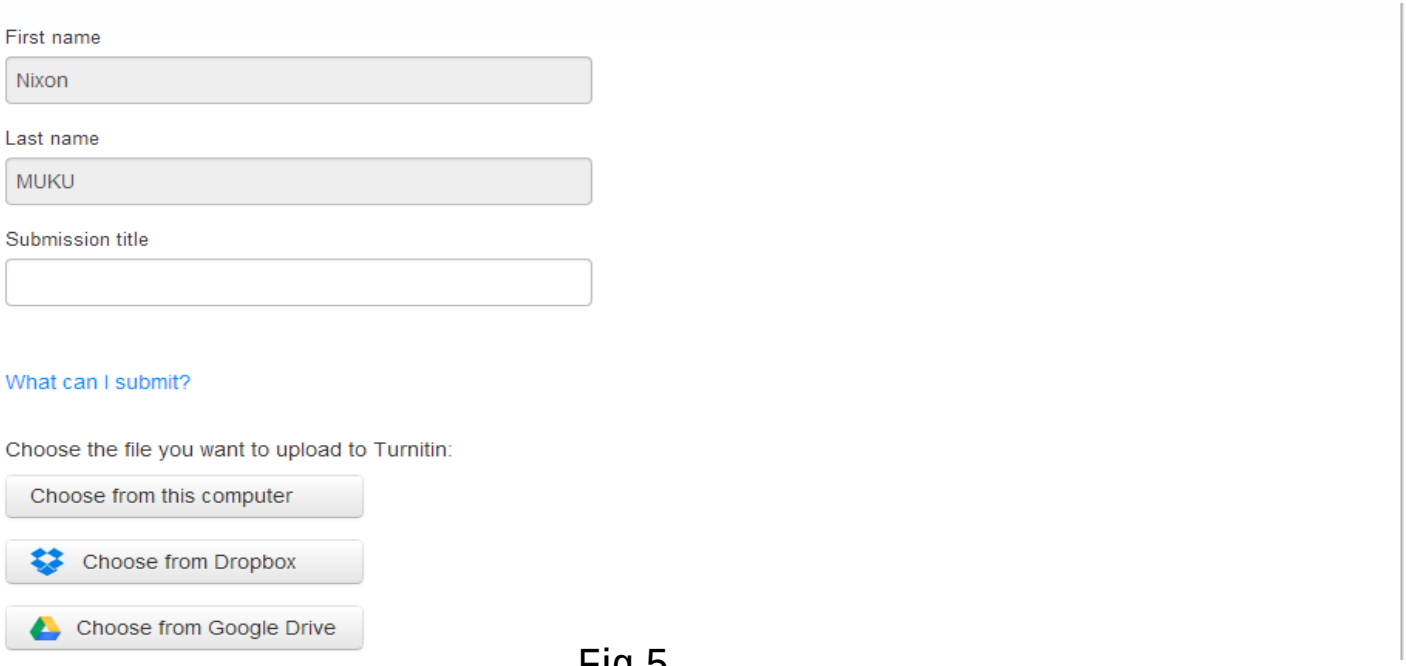


Fig 5

The above picture shows the uploading page that you are going to use to submit your dissertation. Note that your name is pre-entered for you. You only need to enter the title of your dissertation only. Then click on the button Choose from this computer button and browse to the location of your document on your computer. Click the submit button and proceed to the next step.

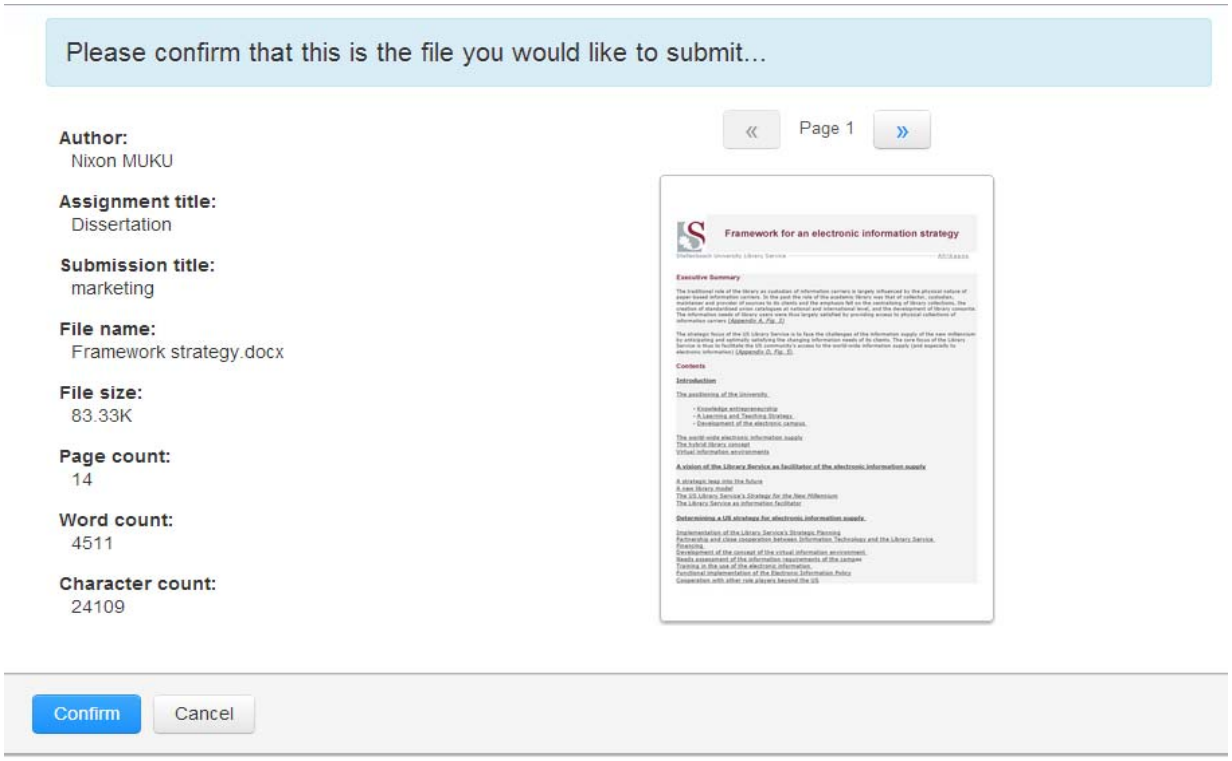


Fig 6

Fig 5 shows the confirmation page which shows a preview of the document that you want to submit. If all the information given here is correct click confirm button otherwise click the cancel button. After clicking the confirm button you will directed back to your assignment home page shown in Fig 7.

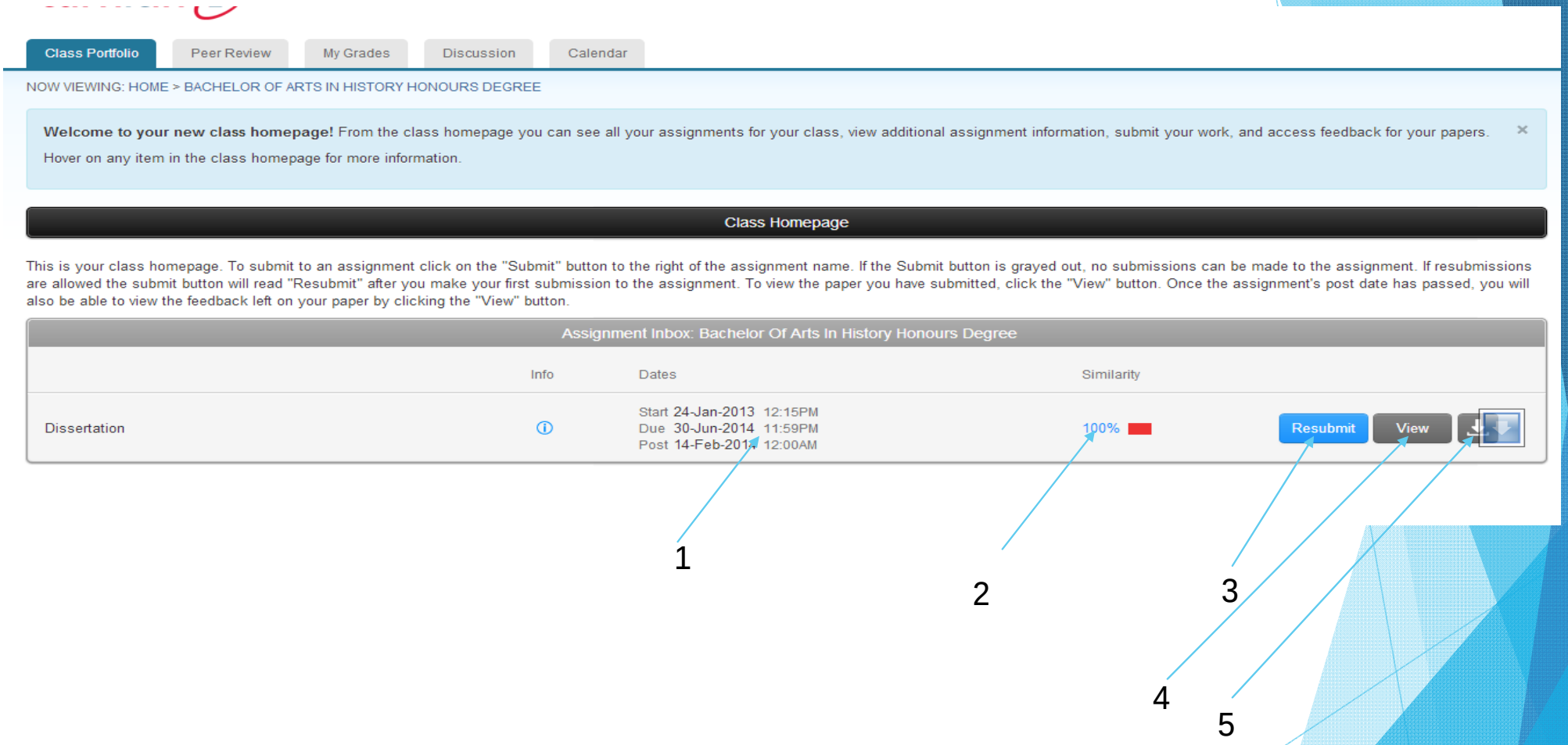


Fig 8 Assignment Inbox or Assignment Home page

- Fig 8 shows the following :
- 1- Shows the dates that submission of dissertations
- 2- Shows Similarity percentage that your paper has. To view the detailed report just click on the similarity percentage.
- 3- Resubmission Button: If you feel that you still need to make changes to this paper or there are correction that you have to make just make those corrections and will resubmit the dissertation again using this button. If you choose to resubmit be advised that the initially submitted document will be replaced by the incoming document and it will take you 24 hours before you could see the updated similarity percentage.
- 4-To view the uploaded document click this button labelled 4.
- 5-To download the uploaded document click the button labelled 5.

Originality Report Structure

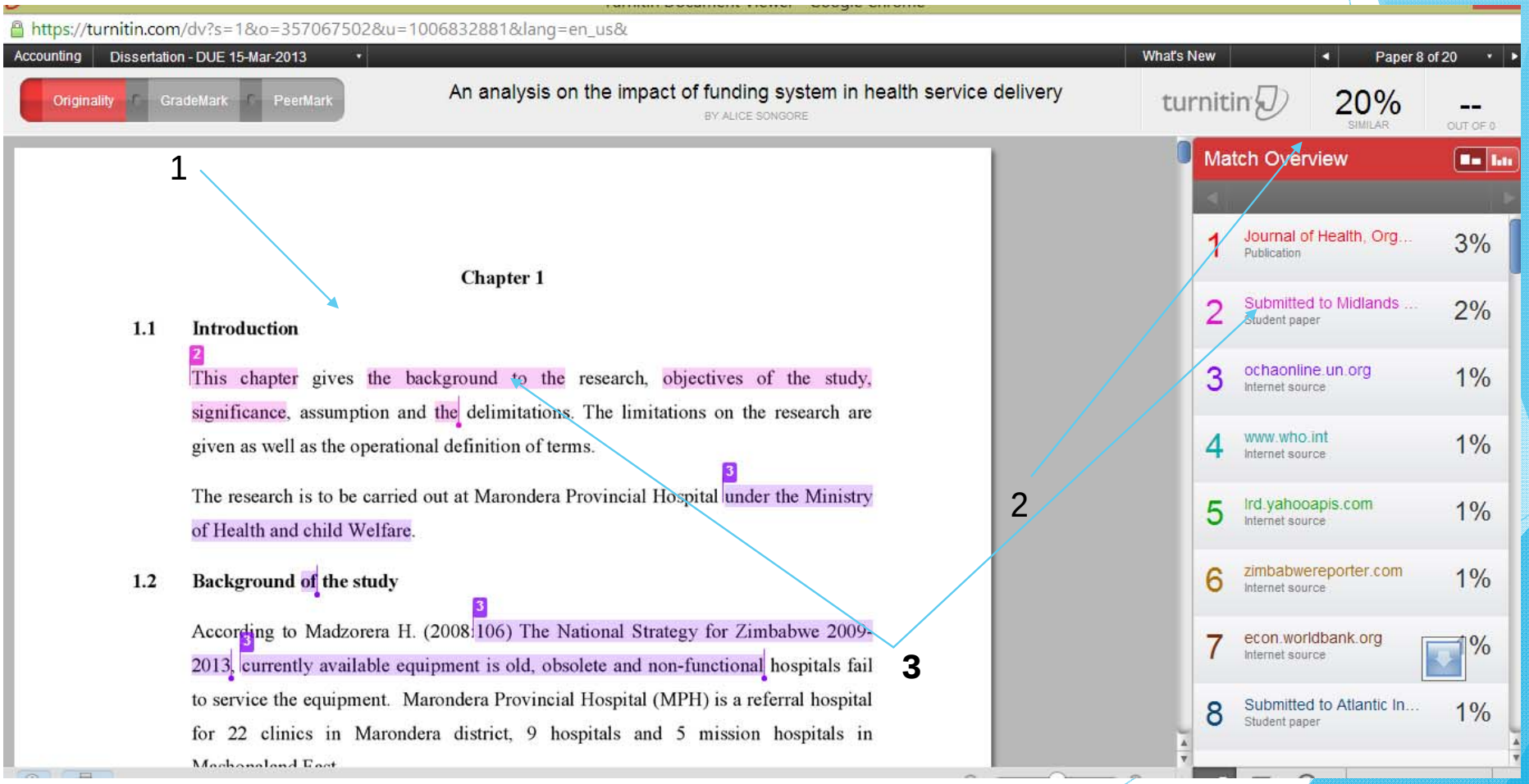


Fig 9

- The above figure (Fig 9) shows the a sample of the originality report. The Right section of the screen labelled 2 shows the sources of the matching text in the document. The numbers against these sources act as indexes indicating where in the document that matching source is found. For example all matching text form sources number 2 have purple colour and have number 2 against matching text as illustrated by 3 in the diagram above.
- There are some matches that Turnitin picks that the supervisor will have to ignore like the Declaration by the student and also the approval letter which is almost similar to almost every student that writes dissertation here at MSU.