



TURNITIN USER MANUAL

For Turnitin Software Users



Learning Resource Center,
Jaipur

This user manual/guide will help you to “how to setup Turnitin account and check similarity/plagiarism from Turnitin software”?

Turnitin Software weblink:

<https://www.turnitin.com/regions/apac>

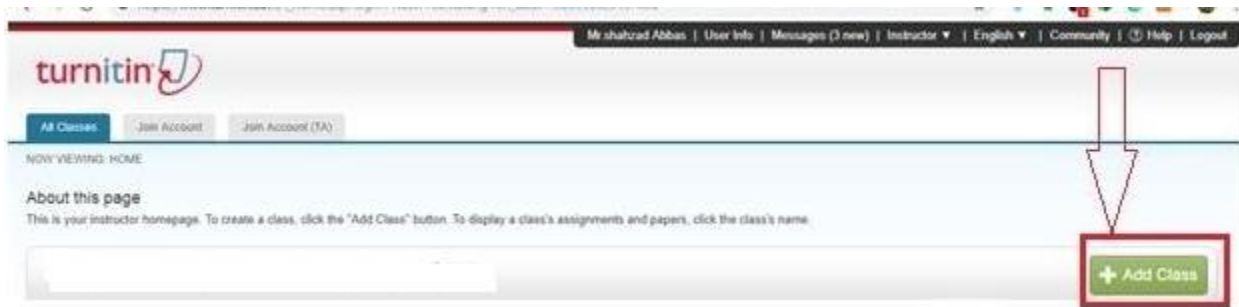
Login to Turnitin software



Enter your email and password in given fields

A screenshot of the Turnitin login page. The page has a blue background with the Turnitin logo at the top. The main heading is "Login to Turnitin". Below this, there are two input fields: "Email address" with the placeholder text "Type your email" and "Password (Login to Turnitin)" with the placeholder text "type your password". Below the password field, there are three links: "Would you like to create your user profile? [Click here.](#)", "Forgot your password? [Click here.](#)", and "[Privacy Policy](#)". At the bottom, there is a "Login" button. A small text block at the bottom of the page reads: "We take your privacy very seriously. We do not share your details for marketing purposes with any external companies. Your information may be shared with our third party partners ONLY so that we may offer our service."

Click on “Add Class” Tab:



Create a new class, Fill the blank fields.

The screenshot shows the "Create a new class" form in Turnitin. At the top, there are tabs for "All Classes" and "Join Account (TA)". Below the tabs, it says "NOW VIEWING: HOME > CREATE CLASS". A dark banner with the text "Create a new class" is visible. Below the banner, there is a text box that says: "To create a class, enter a class name and a class enrollment key. Click 'Submit' to add the class to your homepage." The main form is titled "Class settings" and contains the following fields:

- * Class type: Standard (dropdown menu)
- * Class name: [Empty text input field]
- * Enrollment key: [Empty text input field]
- * Subject area(s): Select subject(s) (dropdown menu)
- * Student level(s): Select student level(s) (dropdown menu)
- Class start date: 13-Jan-2022
- * Class end date: 17-Jul-2022 (with a calendar icon)

At the bottom of the form, there are two buttons: "Cancel" and "Submit".

Select Subject level from given list; you can select multiple options also

The screenshot shows a web browser window at https://www.turnitin.com/class?aid=56279&lang=en_us. The page title is "Create a new class". Below the title, there is a navigation bar with "All Classes", "Join Account", and "Join Account (TA)". The main content area is titled "Class settings" and contains the following fields:

- Class type: Standard (dropdown)
- Class name: Test (text input)
- Enrollment key: 12345 (text input)
- Subject area(s): A dropdown menu is open, showing a list of subject areas: Business/Economics (highlighted), Career/Technical, Communications/Journalism, Composition, Computer Science/Programming, Engineering, and Foreign Language.
- Student level(s): (empty dropdown)
- Class start date: (empty text input)
- Class end date: (empty text input)

At the bottom of the form, there are "Cancel" and "Submit" buttons.

Select student level from given list; you can select multiple options also

The screenshot shows the same Turnitin "Create a new class" form. The "Subject area(s)" dropdown is now closed, and the "Student level(s)" dropdown is open, showing a list of student levels: Undergraduate (highlighted), Graduate, Postgraduate, and Career and Technical.

The other fields remain the same as in the previous screenshot: Class type: Standard, Class name: Test, Enrollment key: 12345, Class start date: (empty), and Class end date: (empty).

At the bottom of the form, there are "Cancel" and "Submit" buttons.

Select Class end date from given calendar, depend on you

Class settings

- * Class type: Standard
- * Class name: Test
- * Enrollment key: 12345
- * Subject area(s): Business/Economics
- * Student level(s): Postgraduate
- Class start date: 13-Jan-2022
- * Class end date: 17-Jul-2022

Submit

Class created then click on continue

Class created

Congratulations! You have just created the new class: Test

If you would like students to enroll themselves in this class, they will need both the enrollment key you have chosen and the unique class ID generated by Turnitin:

Class ID **33162142**
Enrollment key **12345**

Note: Should you ever forget the class ID, it is the number to the left of the class name on your class list. You can view or change your enrollment key by editing the class.

Click the class name to enter the class and get started creating assignments.

Continue

Class ID	Class name
32290240	Self
33141038	Test
33182142	Test

Now click on created class "Test"

turnitin

Md Sohail | User Info | Messages | Instructor | English | Community | Help | Logout

All Classes | Join Account (TA)

NOW VIEWING: HOME

✔ Congratulations! You have created the new class: Test. Your class ID is 33141036 and enrollment key is 12345.

About this page
This is your instructor homepage. To create a class, click the "Add Class" button. To display a class's assignments and papers, click the class's name.

JIM JAIPUR + Add Class

Class ID	Class name	Status	Start Date	End Date	Class Summary	Learning Analytics	Edit	Copy	Delete
32298240	Self	Active	29-Oct-2021	02-May-2022					
33141036	Test	Active	12-Jan-2022	18-Jul-2022					

This window will open and now click on "Add Assignment"

turnitin

Mr.shahzad Abbas | User Info | Messages (3 new) | Instructor | English | Community | Help | Logout

Assignments | Students | Grade Book | Libraries | Calendar | Discussion | Preferences

NOW VIEWING: HOME > TEST

About this page
This is your class homepage. Click the "Add assignment" button to add an assignment to your class homepage. Click an assignment's "View" button to view the assignment inbox and any submissions that have been made to the assignment. You can make submissions by clicking on the "Submit" option in the assignment's "More actions" menu.

Test + Add Assignment

CLASS HOMEPAGE | QUICKMARK BREAKDOWN

START	DUE	POST	STATUS	ACTIONS
Before you or your students can submit a paper, you first need to create an assignment.				

Copyright © 1996 – 2018 Turnitin, LLC. All rights reserved.

Privacy Policy | Privacy Pledge | Terms of Service | EU Data Protection Compliance | Copyright Protection | Legal FAQs | Helpdesk | Research Resources

Fill the blank fields

Assignment title e.g. Project Management

Point Value e.g. 1000

NOW VIEWING: HOME > TEST

About this page
To create an assignment, enter an assignment title and choose the start and due dates for the assignment. If you like, you can enter an additional assignment description. By default, papers submitted to this assignment will be checked against all of our databases. If you would like to create a custom search or view other advanced assignment options, click the "Optional settings" link.

New Assignment

Assignment title [?](#)

Point value [?](#)

Optional

Allow only file types that Turnitin can check for similarity
 Allow any file type [?](#)

Start date [?](#)
25-Sep-2018
at 14 : 34

Due date [?](#)
02-Oct-2018
at 23 : 59

Post date [?](#)
03-Oct-2018
at 0 : 00

[Optional settings](#)

This is most important step while creating new assignment, click on ***"Optional Setting"***

Select ***"no repository"***

Otherwise, your papers/theses will be uploaded/saved in Turnitin repository

permanently then click on "Submit"

Exclude assignment template [?](#)

Note: Once a submission has been made to the assignment, templates can no longer be added or edited.

[Template Requirements v](#)

Submit papers to: [?](#)

no repository

Search options: [?](#)

Student paper repository

Current and archived internet

Periodicals, journals, & publications

ETS® e-rater® Settings

Enable grammar checking using e-rater® technology? [?](#)

Yes

No

Congratulations! Your assignment created, you can create multiple assignments in a class

Mr.shahzad Abbas | User Info | Messages (3 new) | Instructor | English | Community | Help | Logout

turnitin

Assignments | Students | Grade Book | Libraries | Calendar | Discussion | Preferences

NOW VIEWING: HOME > TEST

✔ Congratulations! You have created your first assignment. To add students or view your student list click the "students" tab above.

About this page
This is your class homepage. Click the "Add assignment" button to add an assignment to your class homepage. Click an assignment's "View" button to view the assignment inbox and any submissions that have been made to the assignment. You can make submissions by clicking on the "Submit" option in the assignment's "More actions" menu.

Test + Add Assignment

CLASS HOMEPAGE | QUICKMARK BREAKDOWN

	START	DUE	POST	STATUS	ACTIONS	
Project Management						
PAPER	25-Sep-2018 14:34PM	02-Oct-2018 23:59PM	03-Oct-2018 00:00AM	0 / 0 submitted	View	More actions ▾

Copyright © 1998 – 2018 Turnitin, LLC. All rights reserved.
Privacy Policy | Privacy Pledge | Terms of Service | EU Data Protection Compliance | Copyright Protection | Legal FAQs | Helpdesk | Research Resources

How to check Plagiarism of document from Turnitin software?

Completing the above step now, you can check plagiarism of your documents/Click on the "view" button

turnitin.com/t_class_home.asp?r=75.8394998955893&svr=43&lang=en_us&aid=117052&cid=32296240

Md Sohai | User Info | Messages | Instructor | English | Community | Help | Logout

turnitin

Assignments | Students | Libraries | Calendar | Discussion | Preferences

NOW VIEWING: HOME > SELF

About this page
This is your class homepage. Click the "Add assignment" button to add an assignment to your class homepage. Click an assignment's "View" button to view the assignment inbox and any submissions that have been made to the assignment. You can make submissions by clicking on the "Submit" option in the assignment's "More actions" menu.

Self + Add Assignment

CLASS HOMEPAGE | QUICKMARK BREAKDOWN

	START	DUE	POST	STATUS	ACTIONS	
LIS						
PAPER	09-Nov-2021 12:46PM	30-Apr-2022 23:59PM	N/A N/A	2 / 0 submitted	View	More actions ▾

Then Click of Submit File

The screenshot shows the Turnitin user interface. At the top, there is a navigation bar with the Turnitin logo and user information: "Mr shahzad Abbas | User Info | Messages (3 new) | Instructor | English | Community | Help | Logout". Below this is a menu with tabs for "Assignments", "Students", "Grade Book", "Libraries", "Calendar", "Discussion", and "Preferences". A breadcrumb trail reads "NOW VIEWING: HOME > TEST > PROJECT MANAGEMENT". A green notification banner states: "Congratulations! You have created your first assignment. To add students or view your student list click the 'students' tab above." Below the notification, there is a section titled "About this page" with instructions on how to view papers and similarity reports. The main section is "Project Management" with a sub-section "INBOX | NOW VIEWING: NEW PAPERS". A "Submit File" button is visible. Below it is a table with columns: AUTHOR, TITLE, SIMILARITY, GRADE, RESPONSE, FILE, PAPER ID, and DATE. The table is currently empty, and a message below it says: "Your inbox for this assignment or assignment folder is currently empty. If you would like to submit a paper to this assignment, click here." Links for "Online Grading Report", "Edit assignment settings", and "Email non-submitters" are also present.

Form will be Open, Fill the required fields

Here a message appears "The file you are submitting will not be added to any repository" it mean you document will not be saved/uploaded in Turnitin repository

Then click on the submit button.

The screenshot shows the Turnitin submission form. At the top, the URL is "https://www.turnitin.com/t_submit.asp?r=87.7525952834187&svr=318&lang=en_us&aid=72634851". The form includes the following fields:

- Author:** A dropdown menu with "Non-enrolled student" selected.
- First name:** A text input field.
- Last name:** A text input field.
- Submission title:** A text input field.

Below the fields, there is a blue message box that reads: "The file you are submitting will not be added to any repository." Below this message, there is a link "What can I submit?". Underneath, there is a section titled "Choose the file you want to upload to Turnitin:" with three buttons: "Choose from this computer", "Choose from Dropbox", and "Choose from Google Drive".

Your submission will complete in three steps

← → ↻ 🔒 https://www.turnitin.com/t_submit.asp?r=87.7525952834187&svr=318&lang=en_us&aid=72634851

NOW VIEWING: HOME > TEST > PROJECT MANAGEMENT


Submit: Single File Upload STEP ●●○

Processing: 1-IR459-81.pdf

Author:
Muhammad Ali

Assignment title:
Project Management

Submission title:
Research Paper



This should take no more than 2 minutes. Please wait... you will be asked to confirm to complete the process.

We take your privacy very seriously. We do not share your details for marketing purposes with any external companies. Your information may be shared with our third party partners ONLY so that we may offer our service.

This step for cross verification, then click on confirm

← → ↻ 🔒 https://www.turnitin.com/t_submit.asp?r=87.7525952834187&svr=318&lang=en_us&aid=72634851

« Page 1 »

Author:
Muhammad Ali

Assignment title:
Project Management

Submission title:
Research Paper


File name:
1-IR459-81.pdf

File size:
335.83K

Page count:
23

Word count:
8384

Character count:
47191



We take your privacy very seriously. We do not share your details for marketing purposes with any external companies. Your information may be shared with our third party partners ONLY so that we may offer our service.

This is confirmation message of your submission, now click on confirm

Author: Muhammad Ali

Assignment title: Project Management

Submission title: Research Paper

File name: 1-IR459-81.pdf

File size: 335.83K

Page count: 23

Word count: 8384

Character count: 47191

Marketing messages for students (Works in the USA context)

Abstract

Keywords: Academic Literature, Strategy, Planning, Marketing Strategy, Finance Processes, Management Practice, Marketing Data

Introduction

We take your privacy very seriously. We do not share your details for marketing purposes with any external companies. Your information may be shared with our third party partners ONLY so that we may offer our service.

[Confirm](#) [Cancel](#)

After confirming this page will open

Mr. shahzad Abbas | User Info | Messages (3 new) | Instructor | English | Community | Help | Logout

turnitin

Assignments Students Grade Book Libraries Calendar Discussion Preferences

NOW VIEWING: HOME > TEST > PROJECT MANAGEMENT

About this page

This is your assignment inbox. To view a paper, select the paper's title. To view a Similarity Report, select the paper's Similarity Report icon in the similarity column. A ghosted icon indicates that the Similarity Report has not yet been generated.

Project Management

INBOX | NOW VIEWING: NEW PAPERS ▼

Submit File Online Grading Report | Edit assignment settings | Email non-submitters

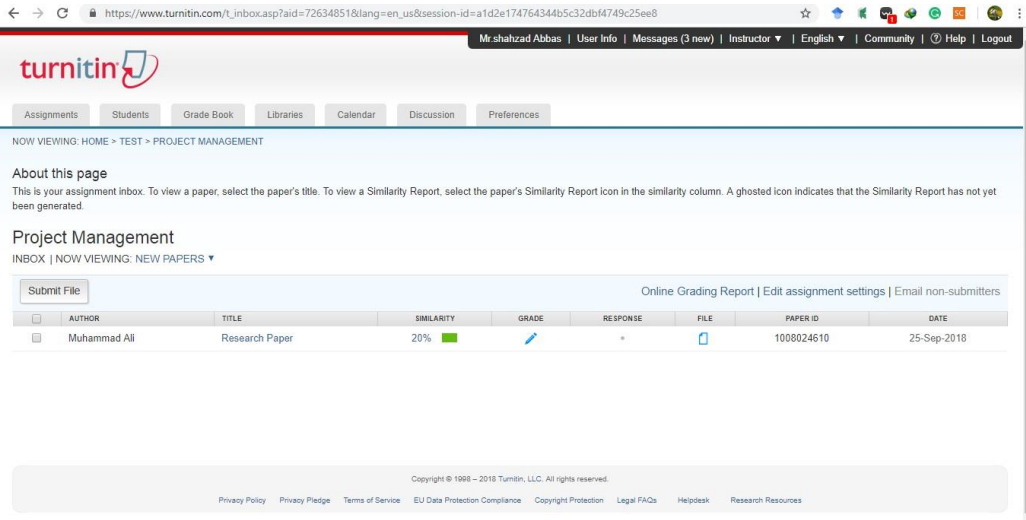
AUTHOR	TITLE	SIMILARITY	GRADE	RESPONSE	FILE	PAPER ID	DATE
Muhammad Ali	Research Paper	--		*		1008024610	25-Sep-2018

Copyright © 1998 – 2018 Turnitin, LLC. All rights reserved.

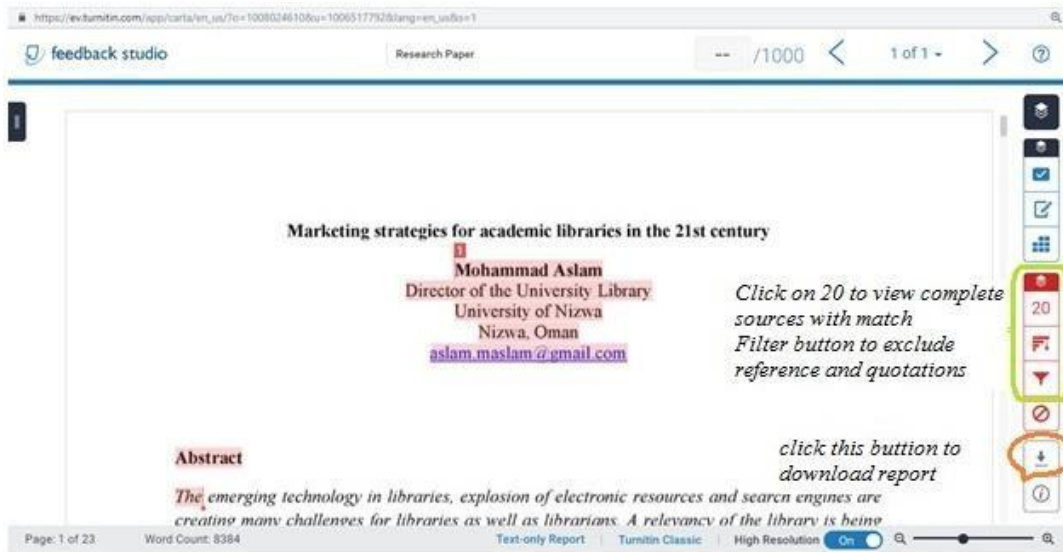
Privacy Policy Privacy Pledge Terms of Service EU Data Protection Compliance Copyright Protection Legal FAQs Helpdesk Research Resources

This process takes 10-20 minutes (depend on file size) to show similarity/result of the document. Always save the paper ID for future correspondence

Then click on the “Similarity” button



A new window will appear with report



I hope this user manual will have sufficient information to setup Turnitin account and check plagiarism from this software. If you still need more information about this feel free to contact:

Md. Sohail
Assist. Librarian
Jaipuria Institute of Management, Jaipur

| 1, Bambala Institutional Area,
| Pratap Nagar, Sanganer
| Jaipur, Rajasthan 302033, I

|Tel. 141-2771330 33 Ext -206
|M. + 91 6287171465
|E. md.sohail@jaipuria.ac.in