

Using Turnitin on Myelearning to self-check papers for plagiarism.

Compiled by the Campus IT Services Myelearning Team

01 June 2015

Version 1.1

Introduction

This guide provides details in using Myelearning (<http://myelearning.sta.uwi.edu>) to self-check a paper for plagiarism. This example uses a generic Turnitin assignment in an open course on Myelearning that is accessible by:

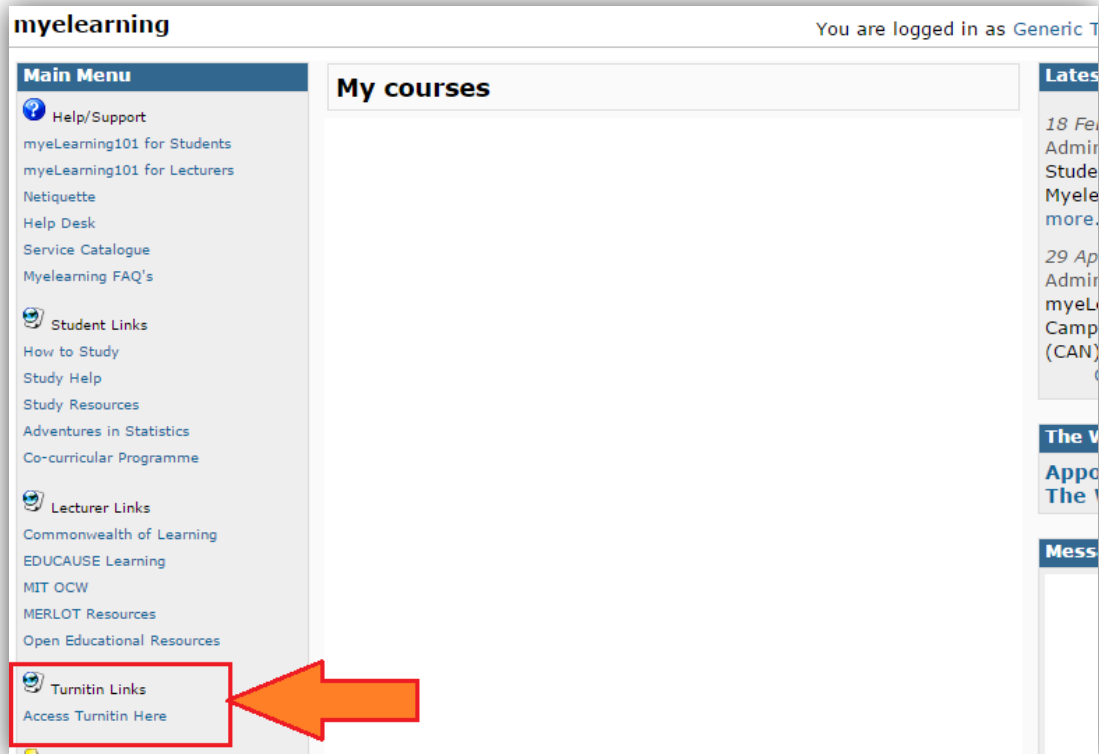
- Students who are currently registered and financially cleared who wish to check their own paper.
- Active Lecturers/Teachers/Teaching assistants who wish to self-check their own work.

Important note: This does not replace or override any Turnitin assignments that lecturers may create in their respective course shells. Additionally, this is not the appropriate resource for lecturers to submit student papers. This should not be used to submit work on behalf of other persons as the author may be incorrectly flagged and may net a higher plagiarism score.

Please contact the Campus IT Services Servicedesk for further information: servicedesk@sta.uwi.edu

Step 1: Login to Myelearning.

On the **Main Menu** on the left of your homepage, navigate to the **Turnitin Links** section. Click the **“Access Turnitin Here”** link, as shown below:



Step 2: Turnitin Self-Check Homepage

On this page, you can find the following:

1. Help in Using Turnitin
2. How to view the Originality Report
3. The Turnitin Submission Area

The screenshot shows the Turnitin mylearning homepage. At the top, it says "Turnitin" and "You are logged in as Generic Test Student (Logout)". Below this is a navigation bar with "mylearning" and "Turnitin". The main content area is divided into several sections:

- Activities:** Includes links for "Assignments" and "Resources".
- Search Forums:** A search bar with a "Go" button and a link to "Advanced search".
- Administration:** Includes links for "Enrol me in this course" and "Profile".
- Topic outline:** A list of topics, including "1 Need help with Turnitin?" and "2 Submit your assignment to check for plagiarism.".
- Calendar:** A calendar for June 2015, showing dates from 1 to 30.
- Events Key:** A key for the calendar, showing icons for "Global", "Course", "Group", and "User".
- Latest News:** A section titled "Latest News" with the text "(No news has been posted yet)".


Step 3: Enrol yourself in the course

If this is the first time that the Turnitin Course is being used, self-enrolment into the course is required. To do so, click **"Enrol me in this course"** in the lower left of the page.

This is a close-up of the "Administration" section from the screenshot above. It shows two links: "Enrol me in this course" and "Profile". A large red arrow points directly to the "Enrol me in this course" link.

Confirm when prompted.

You are about to enrol yourself as a member of this course.
Are you sure you wish to do this?





[Newark Courtyard] You are logged in as: Canada Test Student (Log

Step 4: Submit your paper to check for plagiarism

Click the link titled “Click here to submit your assignment to Turnitin (After 1 November 2013)”

2 Submit your assignment to check for plagiarism. ☐

 [Click here to submit your assignment to Turnitin \(After 1 November 2013\)](#)




A new page would load. Read the instructions carefully, then hit the “[SUBMIT]” link.

Turnitin is a website that allows both Lecturers and Students to check Students' work for improper citation or potential plagiarism by comparing it against continuously updated databases of web pages (current and archived), student papers, newspapers, magazines, scholarly journals, and books. You can use this space to submit your assignments to Turnitin. Turnitin will produce an originality report that will assist you in revising your assignments by highlighting sections that are not properly paraphrased, quoted, or cited.

If you would like to submit your assignments to Turnitin in order to check for plagiarism, please click the Submit button.

Note that you can submit several assignments one at a time for checking by the Turnitin software. When submitting multiple files your previous submission will be deleted. Hence if you would like a copy of your report for future reference please save or print the report before submitting a new file.

Tuesday, 1 October 2013, 02:15 PM
Sunday, 23 September 2018, 11:59 PM


[\[SUBMIT\]](#)

You may be required to accept Turnitin’s User Agreement conditions. Read the box and click “**I Agree-- Continue**” to proceed.

User Agreement


Our user agreement has been updated. Please read our user agreement below and agree or disagree to its terms and conditions:

Turnitin.com and its services (the "Site" or the "Services") are maintained by iParadigms, LLC ("iParadigms"), and offered to you, the user ("You" or "User"), conditioned upon Your acceptance of the terms, conditions, and notices contained herein without modification (the "User Agreement").

You should review this User Agreement carefully before accepting it. If You breach the User Agreement, Your authorization to use the Site will automatically terminate.

1. Acceptance of Terms
You accept this User Agreement by using the Services or clicking

[I Agree -- Continue](#) [I Disagree -- Logout](#)



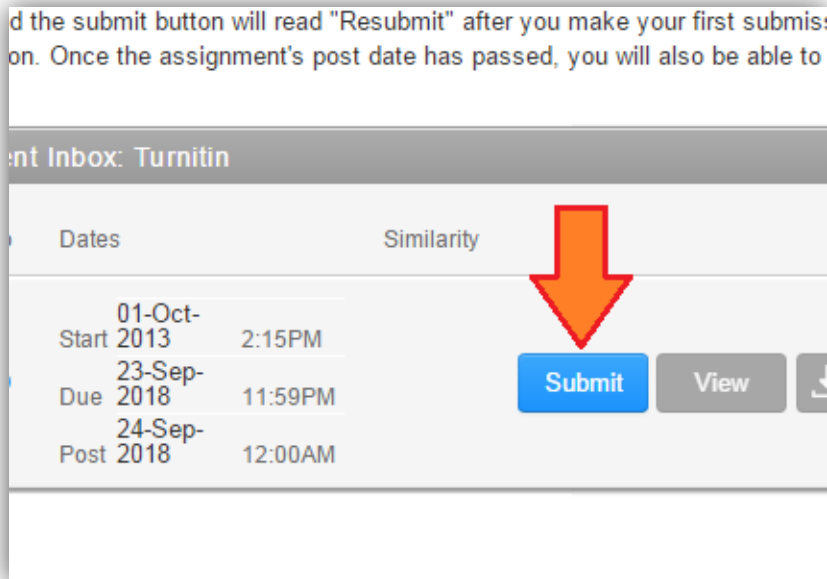
To submit your paper, click the **“Submit”** button.

and the submit button will read "Resubmit" after you make your first submission. Once the assignment's post date has passed, you will also be able to

ent Inbox: Turnitin

Dates	Similarity
01-Oct-2013 Start 2:15PM	
23-Sep-2018 Due 11:59PM	
24-Sep-2018 Post 12:00AM	

Submit View



A page would load which allows you to confirm your Paper Title. You will not be allowed to change your First and Last Name.

Click the **“Choose from This Computer”** button.

Submit: [Single File Upload](#)

First name
Generic Test

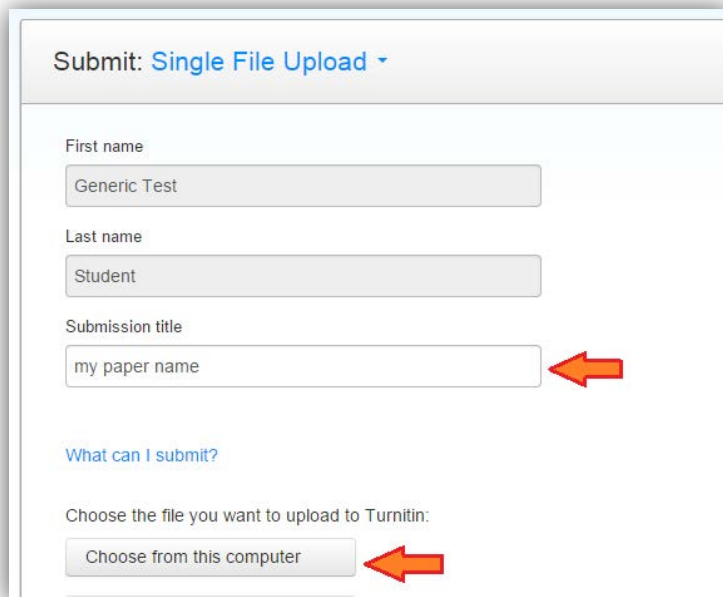
Last name
Student

Submission title
my paper name

[What can I submit?](#)

Choose the file you want to upload to Turnitin:

Choose from this computer



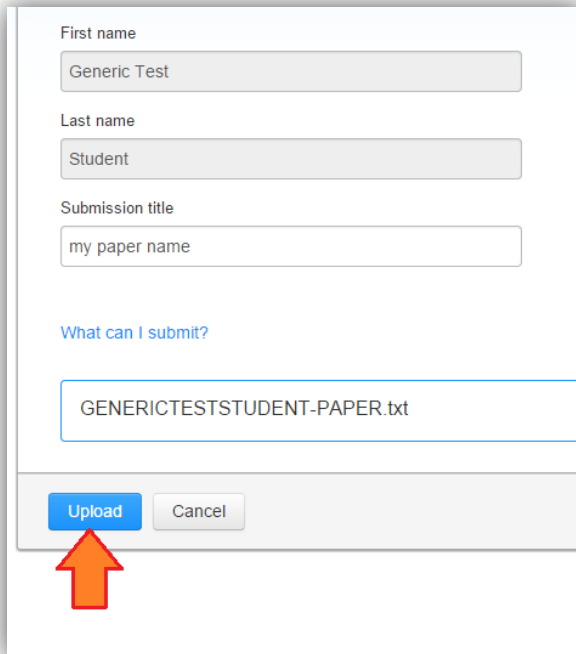
Browse to the supported file on your computer and then Click **“Open”**.

See Turnitin link for supported file formats:

http://turnitin.com/en_us/training/student-training/submitted-a-paper

You will then be allowed to upload your paper.

Click the **“Upload”** button.

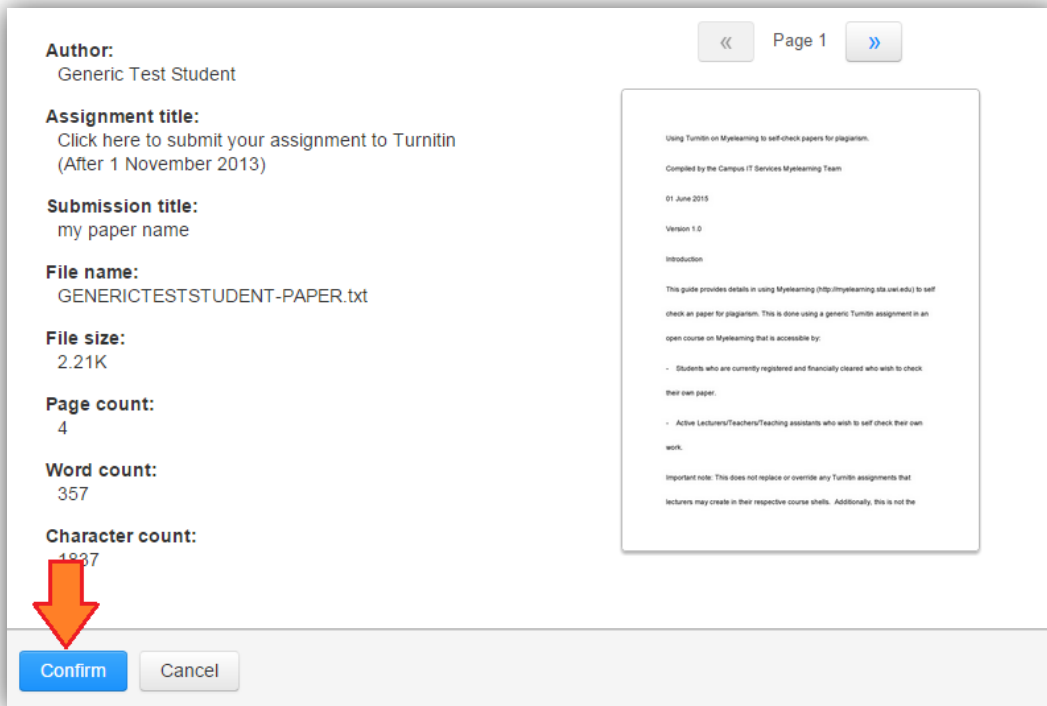


The image shows a Turnitin submission form. It contains the following fields and elements:

- First name:** A text input field containing "Generic Test".
- Last name:** A text input field containing "Student".
- Submission title:** A text input field containing "my paper name".
- What can I submit?:** A text input field containing "GENERICTESTSTUDENT-PAPER.txt".
- Buttons:** At the bottom, there are two buttons: "Upload" (highlighted in blue) and "Cancel" (grey).

A large red arrow points directly to the "Upload" button.

Once uploaded, you will be prompted for confirmation.
Click the “**Confirm**” button.



A confirmation dialog box with a light gray background. On the left, a list of submission details is shown: Author (Generic Test Student), Assignment title (Click here to submit your assignment to Turnitin (After 1 November 2013)), Submission title (my paper name), File name (GENERICTESTSTUDENT-PAPER.txt), File size (2.21K), Page count (4), Word count (357), and Character count (1837). A large red arrow points down to the 'Confirm' button at the bottom left. On the right, a preview of the document is shown, titled 'Using Turnitin on Mylearning to self-check papers for plagiarism'. The preview includes a 'Page 1' header with navigation arrows and a list of bullet points regarding the submission process. At the bottom right of the dialog, there are 'Confirm' and 'Cancel' buttons.

Author:
Generic Test Student

Assignment title:
Click here to submit your assignment to Turnitin
(After 1 November 2013)

Submission title:
my paper name

File name:
GENERICTESTSTUDENT-PAPER.txt

File size:
2.21K

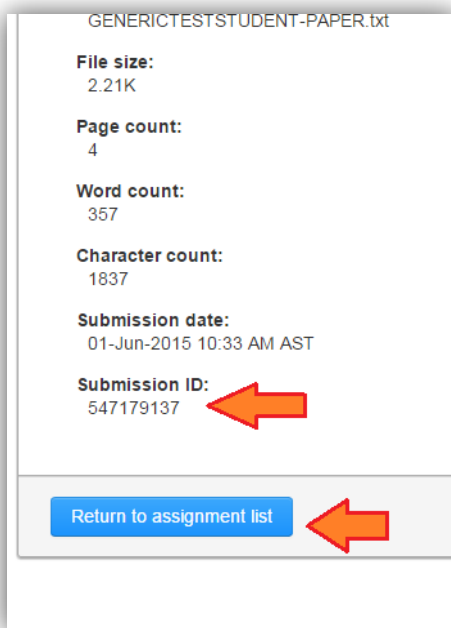
Page count:
4

Word count:
357

Character count:
1837

Confirm Cancel

Take note of your Submission ID, and return to the assignment list.



A dialog box showing submission details for the file 'GENERICTESTSTUDENT-PAPER.txt'. It lists the file size (2.21K), page count (4), word count (357), and character count (1837). Below these, it shows the submission date (01-Jun-2015 10:33 AM AST) and the submission ID (547179137). A red arrow points to the submission ID. At the bottom, there is a blue button labeled 'Return to assignment list' with a red arrow pointing to it.

GENERICTESTSTUDENT-PAPER.txt

File size:
2.21K

Page count:
4

Word count:
357

Character count:
1837

Submission date:
01-Jun-2015 10:33 AM AST

Submission ID:
547179137

Return to assignment list


It may take some time, up to 24 hours in some cases, before your originality score is displayed.

Class Homepage

This is your class homepage. To submit to an assignment click on the "Submit" button to the right of the assignment name. If the Submit button is gray no submissions can be made to the assignment. If resubmissions are allowed the submit button will read "Resubmit" after you make your first submission. To view the paper you have submitted, click the "View" button. Once the assignment's post date has passed, you will also be able to view feedback left on your paper by clicking the "View" button.

Assignment Inbox: Turnitin

	Info	Dates	Similarity		
Click here to submit your assignment to Turnitin (After 1 November 2013)		01-Oct-2013	2:15PM	0%	Resubmit View
		23-Sep-2018	11:59PM		
		24-Sep-2018	12:00AM		



Step 5: Viewing your originality report

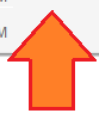
Once your paper receives a plagiarism report from Turnitin, the score is displayed on the assignment homepage

Class Homepage

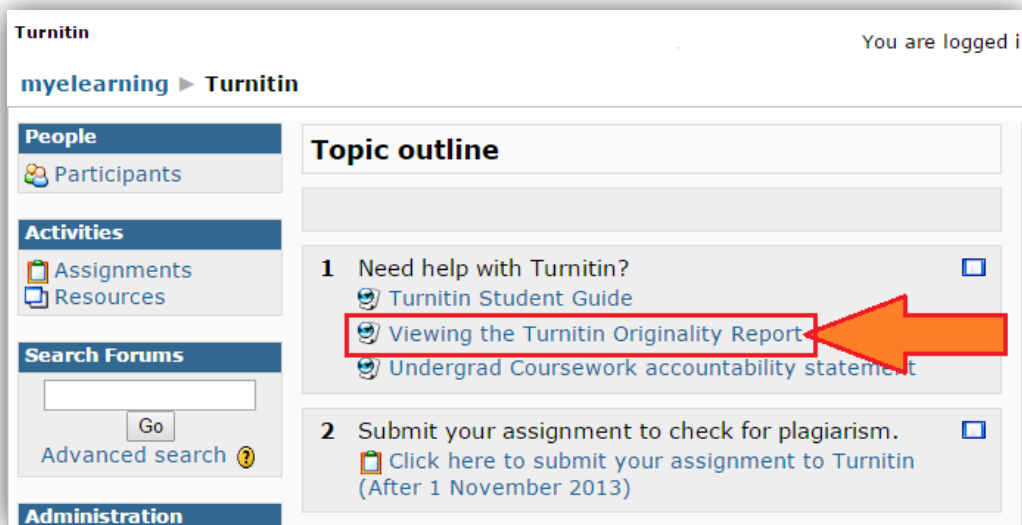
This is your class homepage. To submit to an assignment click on the "Submit" button to the right of the assignment name. If the Submit button is gray no submissions can be made to the assignment. If resubmissions are allowed the submit button will read "Resubmit" after you make your first submission. To view the paper you have submitted, click the "View" button. Once the assignment's post date has passed, you will also be able to view feedback left on your paper by clicking the "View" button.

Assignment Inbox: Turnitin

	Info	Dates	Similarity		
Click here to submit your assignment to Turnitin (After 1 November 2013)		01-Oct-2013	2:15PM	0%	Resubmit View
		23-Sep-2018	11:59PM		
		24-Sep-2018	12:00AM		



To view the report and understand the options available, please refer to the Help Guide **“Viewing the Turnitin Originality Report”** from the Turnitin Homepage



For further information or assistance, please contact Campus IT Services Helpdesk:
servicedesk@sta.uwi.edu