turnitin Certified Partner

Taiwan 智泉國際事業有限公司

Academia Sinica
Life Science Library

turnitin™

Technology to Improve Student Writing

August 16, 2024

01

What **is Turnitin?**

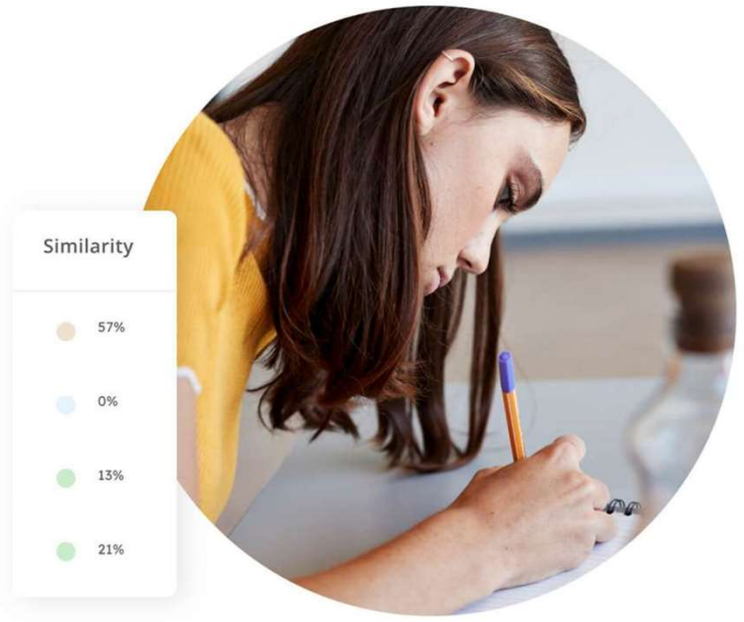
02

How to use Turnitin?

03

FAQs Resource

What is Turnitin?



Features

Submit
Your Papers

Check Against
the Database

Get Your
Similarity Report

Content Databases

47 Billion
Internet Webpages

1.8 Billion
Student Papers

89 Million+
Scholarly Journals & Articles

Content Partners

AAAS, ACS, ACM, BMJ Publishing Group, Elsevier, IEEE, Springer Nature Publishing Group, Oxford University Press, Sage, Wiley Blackwell, Am. Institute of Physics, Am. Physical Society, ...etc.

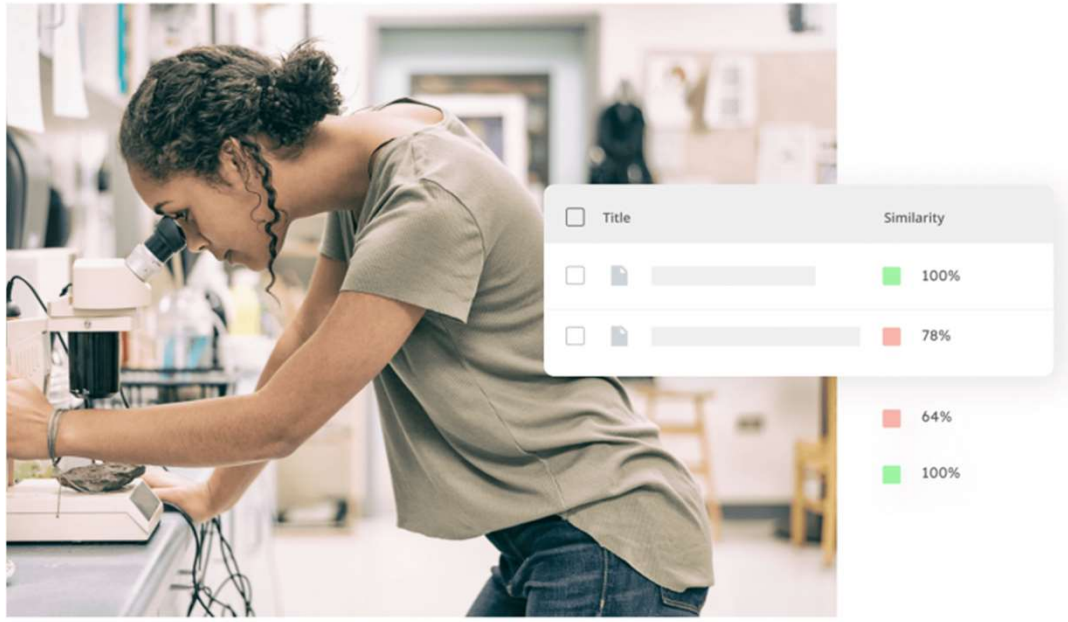
Languages Supported

- **Submission is available in 30 languages.**

English, Chinese (traditional and simplified), Japanese, Spanish, French, Portuguese, Italian, German, Russian, Thai, Catalan, Croatian, Czech, Danish, Dutch, Finnish, Korean, Hungarian, Norwegian (Bokmal, Nynorsk), Polish, Romanian, Serbian, Slovak, Slovenian, Swedish, Arabic, Greek, Hebrew, Farsi and Turkish

- **20 languages supported in Turnitin interface.**

How to use Turnitin?



Quick Start Guide

1 Setting up Your Account

2 Resetting Your Password

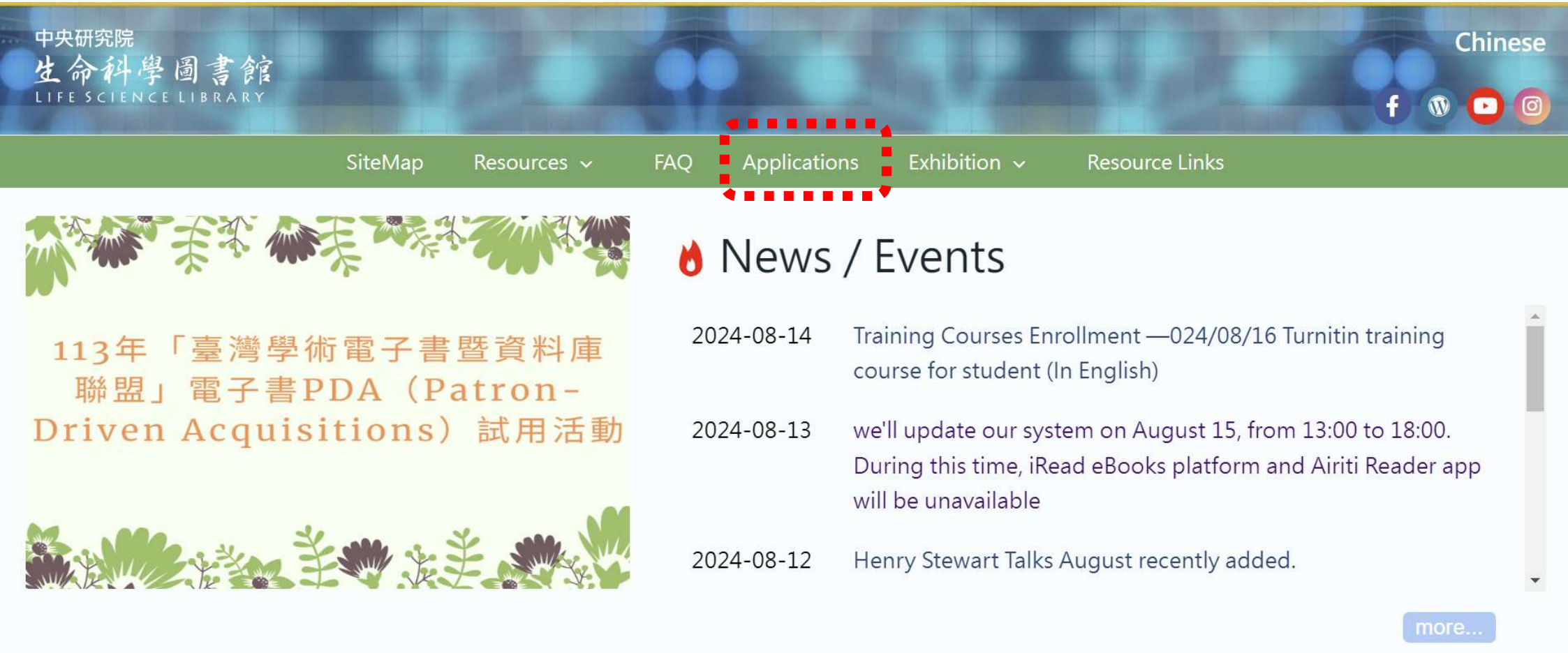
3 Submitting the Papers

4 Viewing the Similarity Report

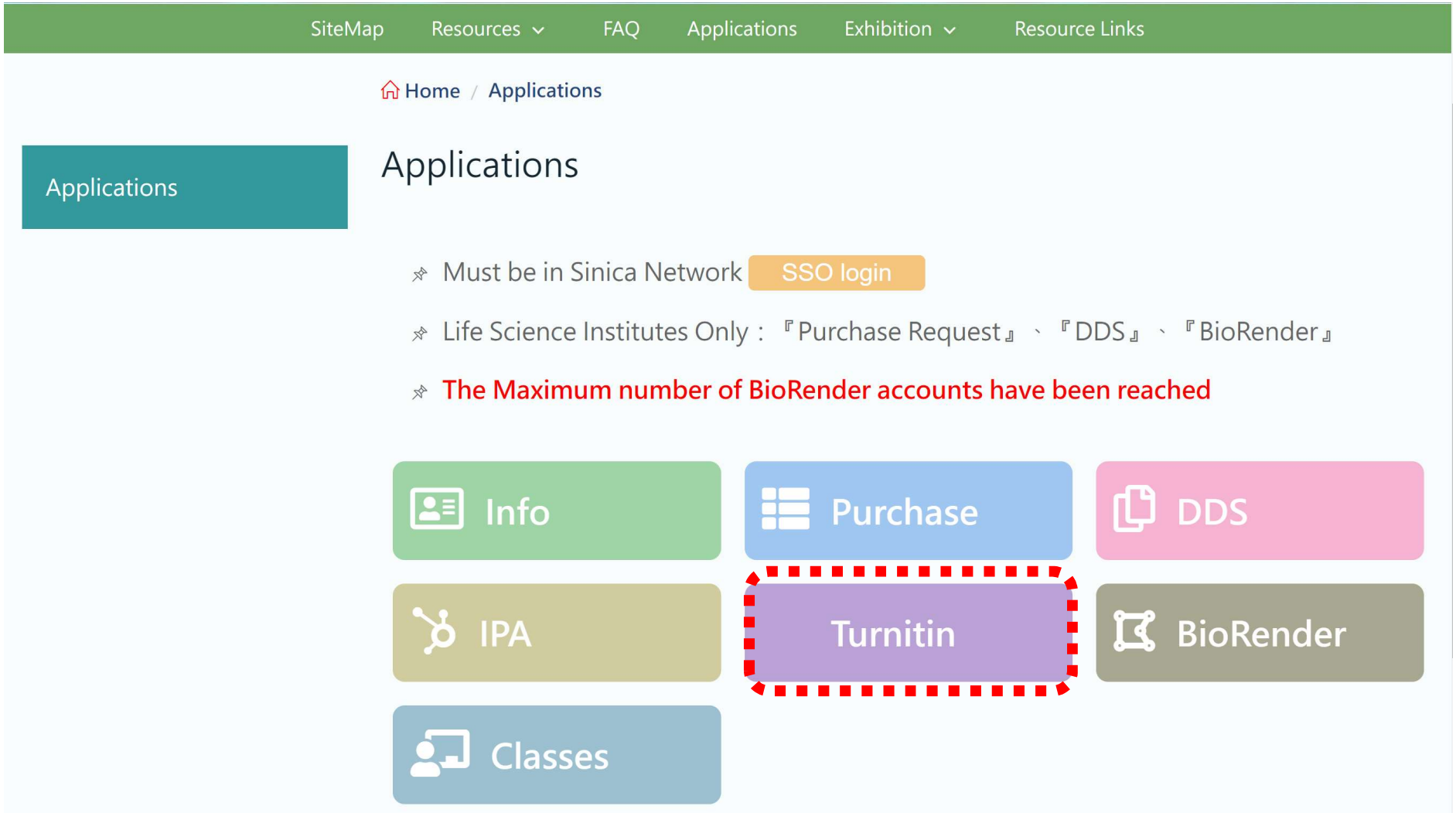
5 Downloading the Report

1. Setting Up Your Account

Go to LSL website https://lsl.sinica.edu.tw/en/index_e.php



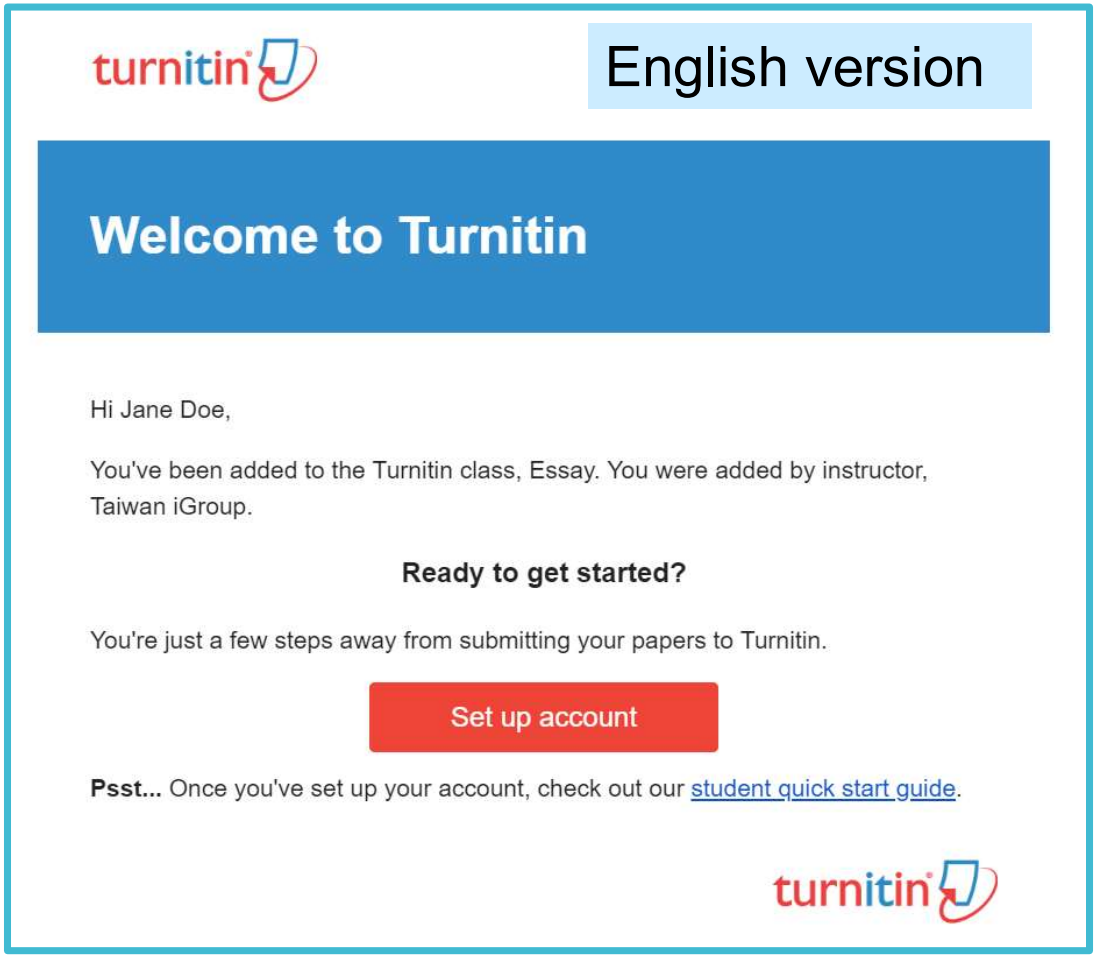
Click at “Turnitin”



Login to LSL SSO to continue the account application.

Within several workdays, you will receive a Turnitin welcome email in your email inbox.

English version



turnitin

Welcome to Turnitin

Hi Jane Doe,

You've been added to the Turnitin class, Essay. You were added by instructor, Taiwan iGroup.

Ready to get started?

You're just a few steps away from submitting your papers to Turnitin.

Set up account

Psst... Once you've set up your account, check out our student quick start guide.

turnitin

Chinese version

turnitin

歡迎來到 Turnitin

瑪莉 陳 您好：

您的指導教師 Taiwan iGroup 已為您登記 Turnitin 的 TEST 課程。

準備好要提交報告了嗎？

建立密碼

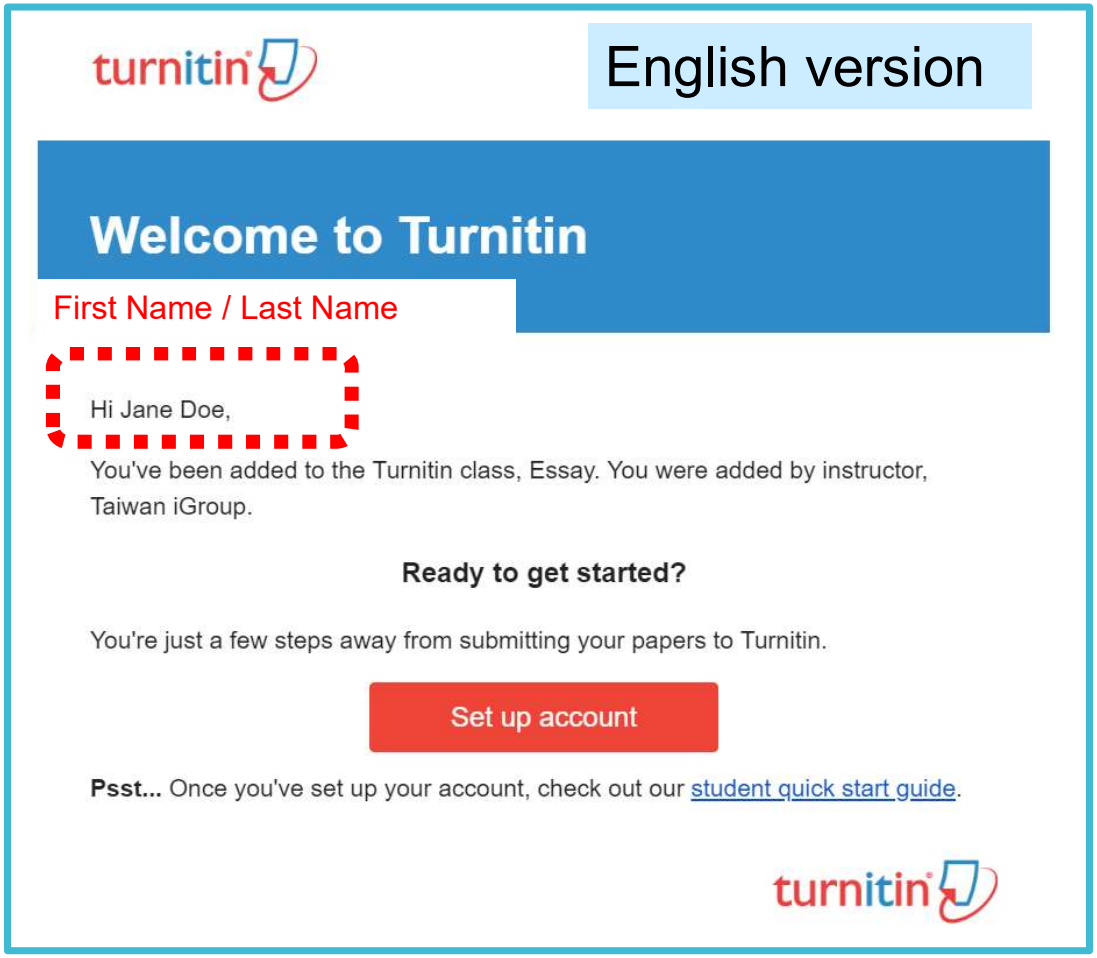
若您遇到任何問題，請造訪 guides.turnitin.com 以取得實用指南。

謝謝。

Turnitin

turnitin

The begin of this email indicates your First Name and Last Name created by the Life Science Library in Turnitin.



Click at the red button in the email to go to the next step.

English version

Welcome to Turnitin

First Name / Last Name

Hi Jane Doe,

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Ready to get started?

You're just a few steps away from submitting your papers to Turnitin.

Set up account

Psst... Once you've set up your account, check out t udent quick start guide.

Chinese version

歡迎來到 Turnitin

First Name / Last Name

瑪莉 陳 您好：

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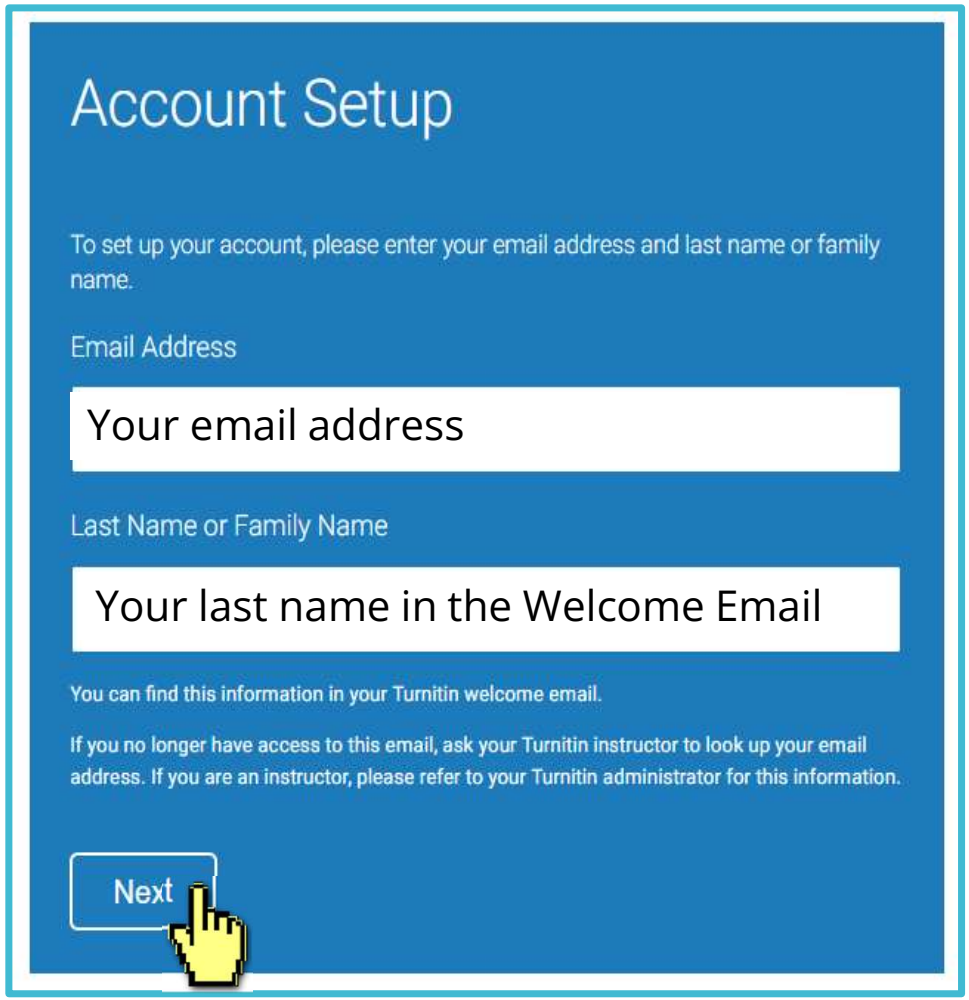
若您遇到任何問題，請造訪 guides.turnitin.com 以取得 南。

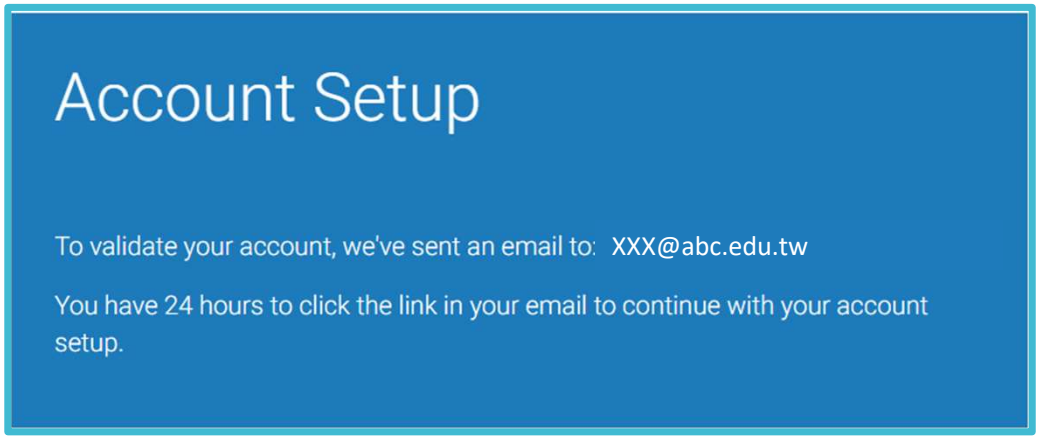
謝謝。

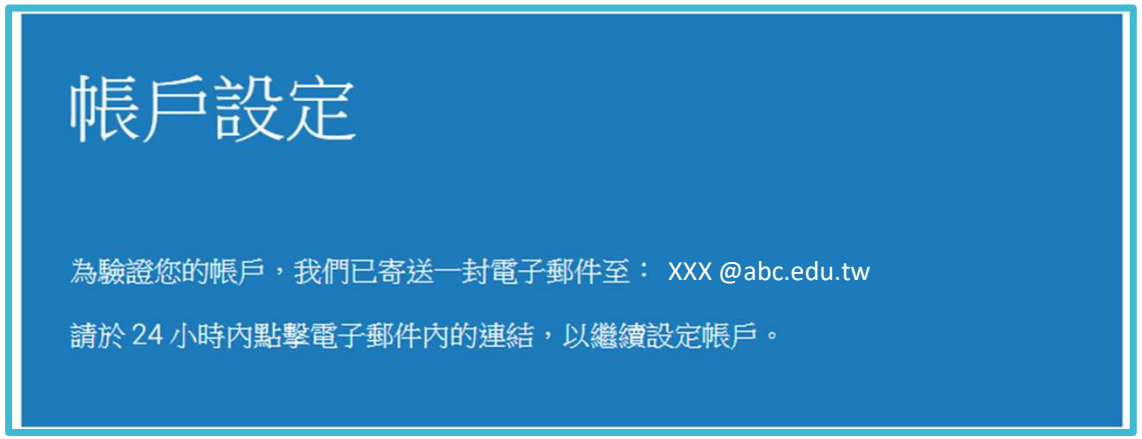
Turnitin

Enter your Email address and your Last name in the welcome email (If the combination is wrong, please confirm with the Library.)



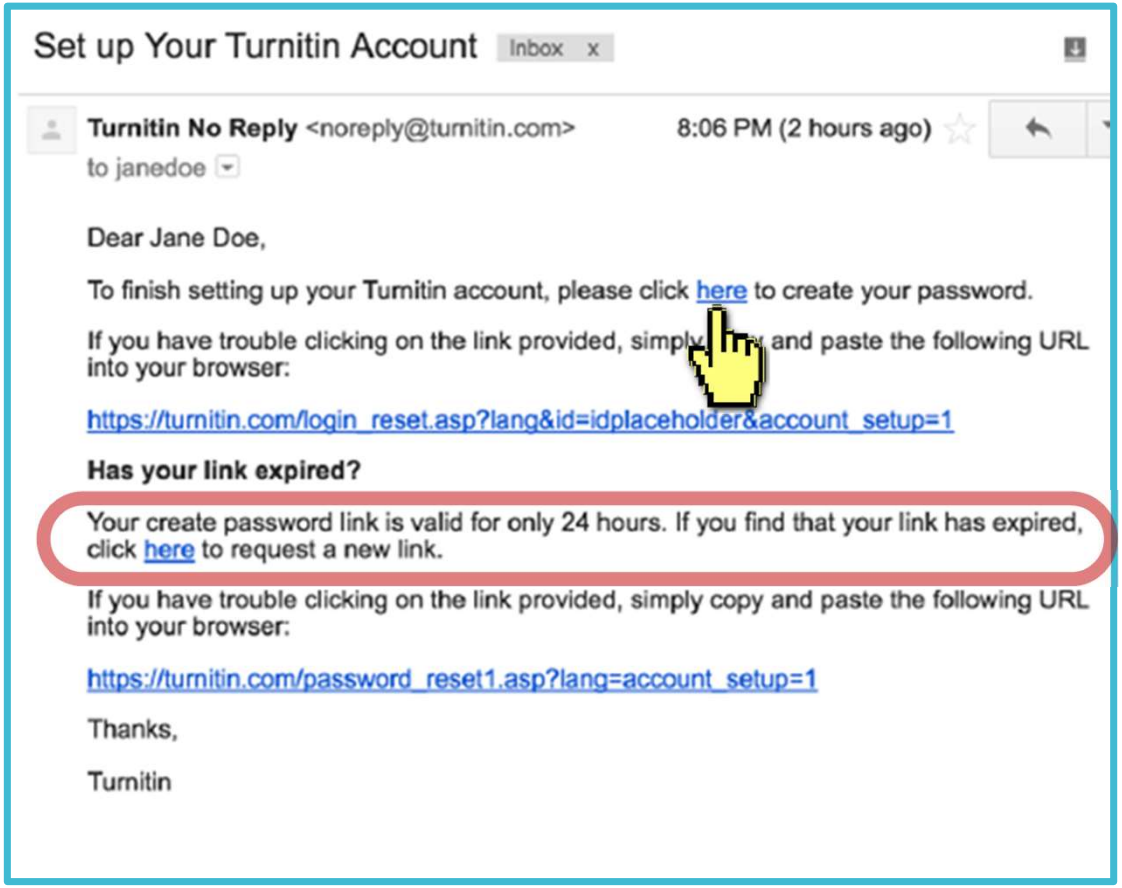
A new Email will be sent to your inbox with the subject: Set up your Turnitin Account(English)/創建你的Turnitin密碼 (Chinese), the link to set up account in the Email is available only for 24 hours.



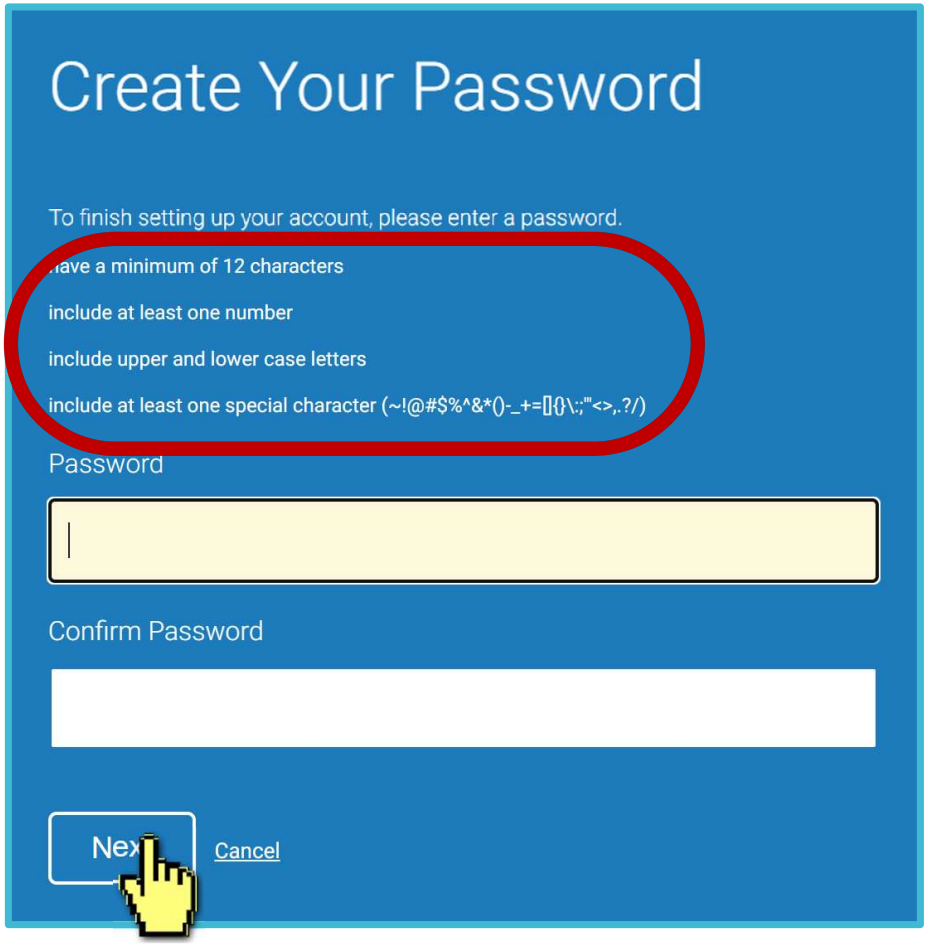


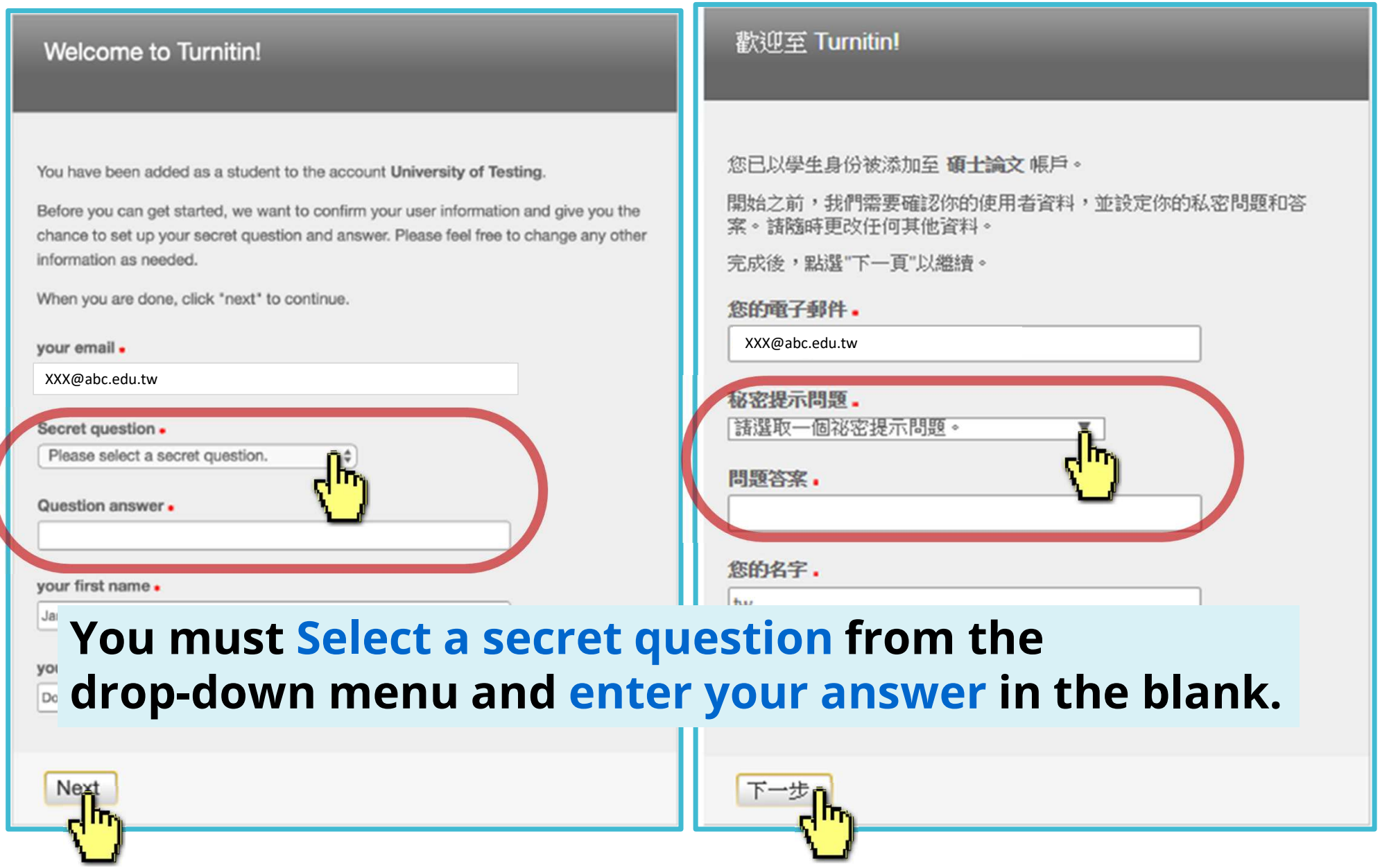
Access your email inbox and open the new email.
Click at the create password link labeled 'here' in the email.

If the link is expired, click another link below to request a new link.



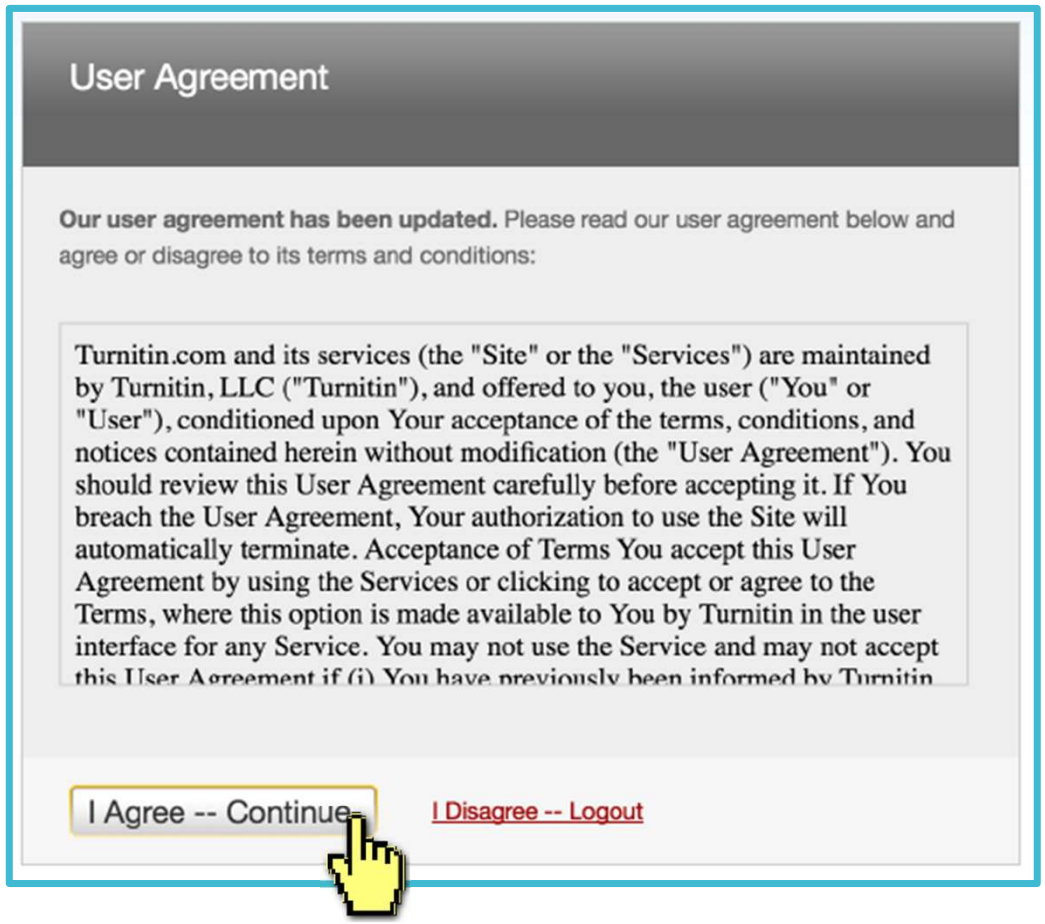
Enter and confirm your password, it must be at least 12 characters long, with at least 1 number, upper/lower case letters and 1 special character.

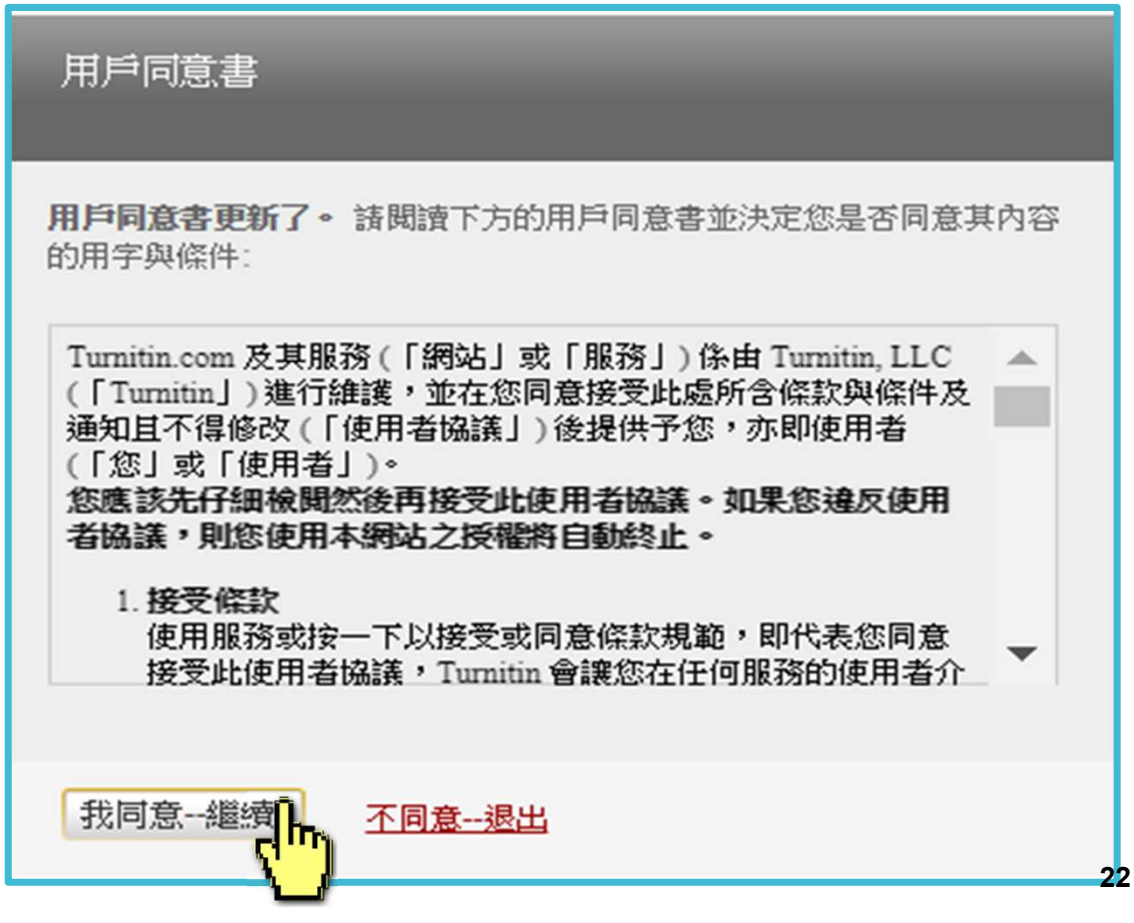




You must Select a secret question from the drop-down menu and enter your answer in the blank.

Click at the button to agree with the User agreement, and you can start to use the service.





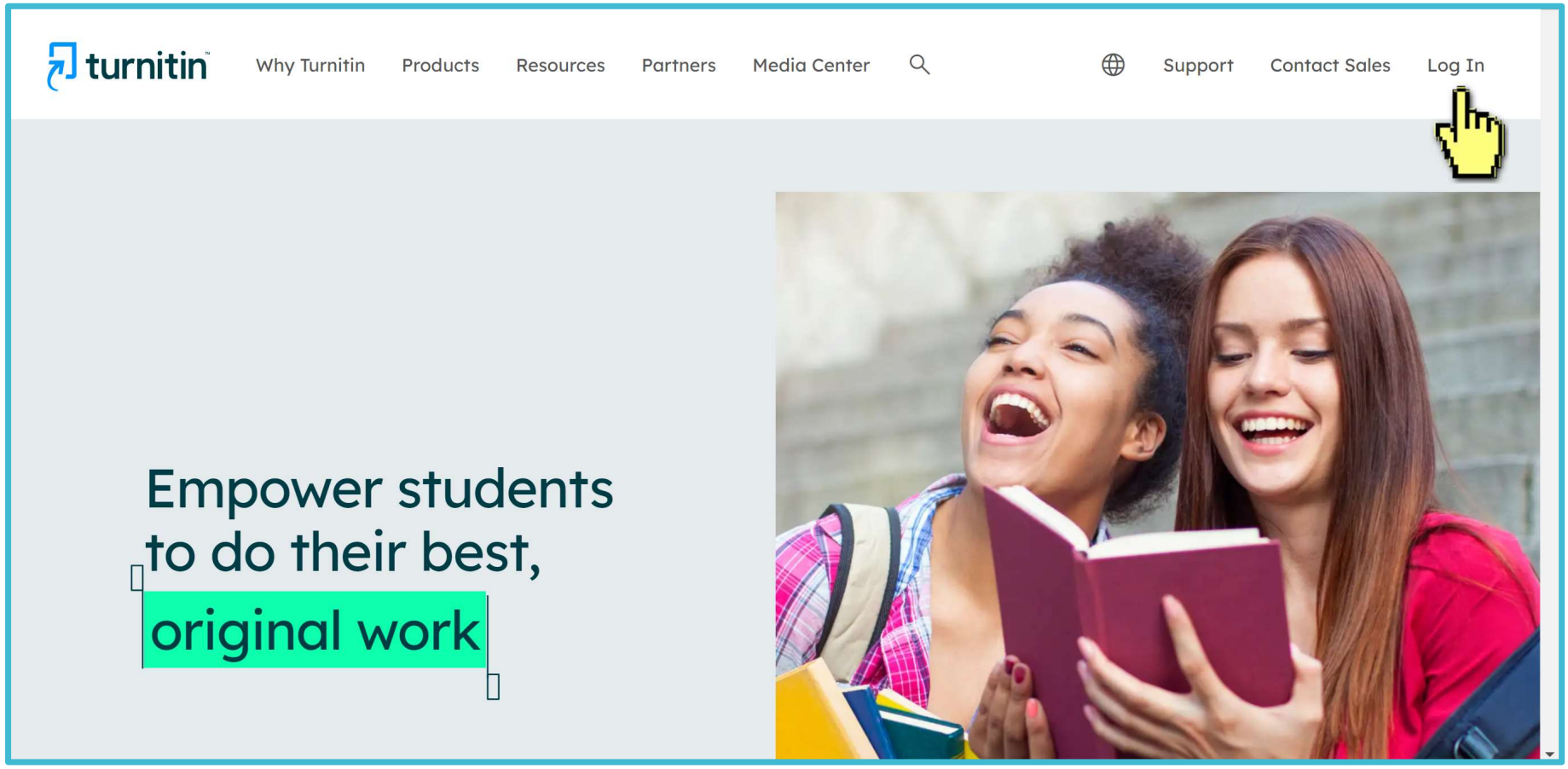
I didn’t find any emails sent from Turnitin in my email inbox, what can I do?

Follow “**Resetting Your Password**” steps to activate your account. If you have any questions, please contact LSL staffs.

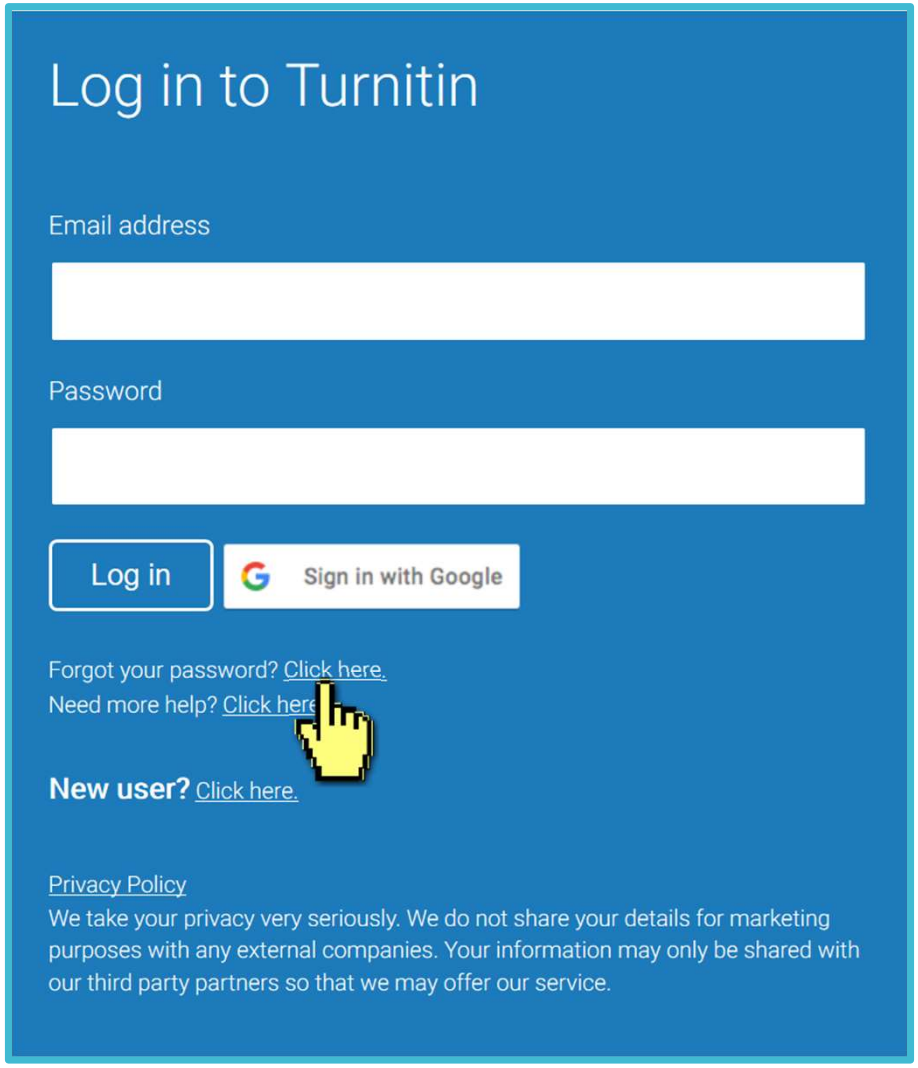
2. Resetting Your Password

If you have forgotten your password, follow these steps.

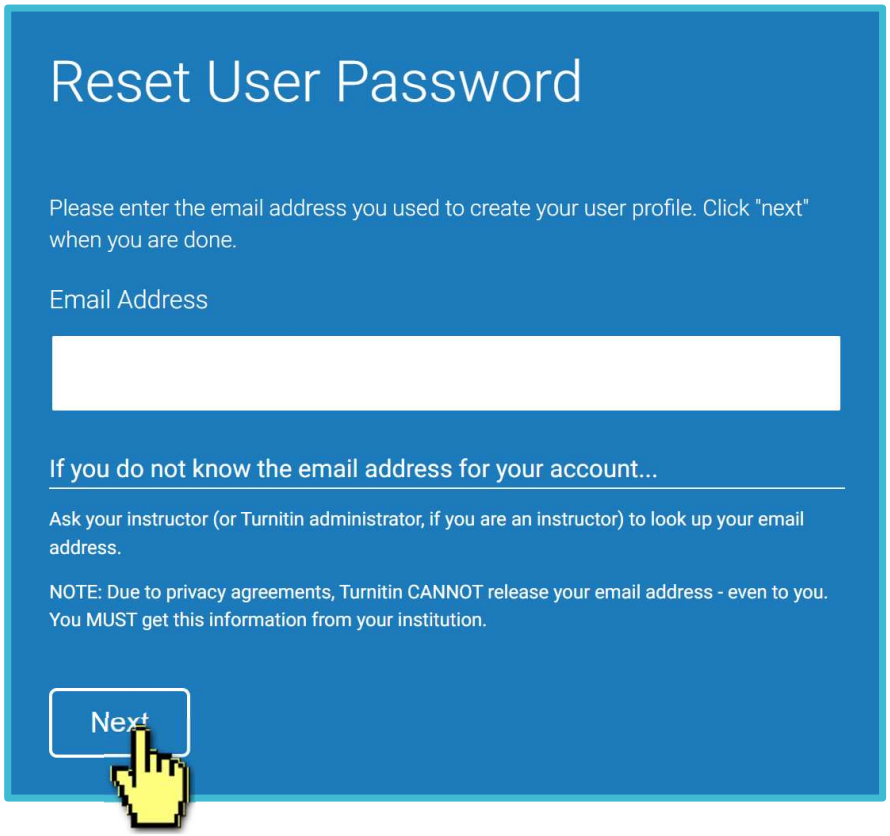
Go to www.turnitin.com
Click at 'Log in' on the top right of the page.



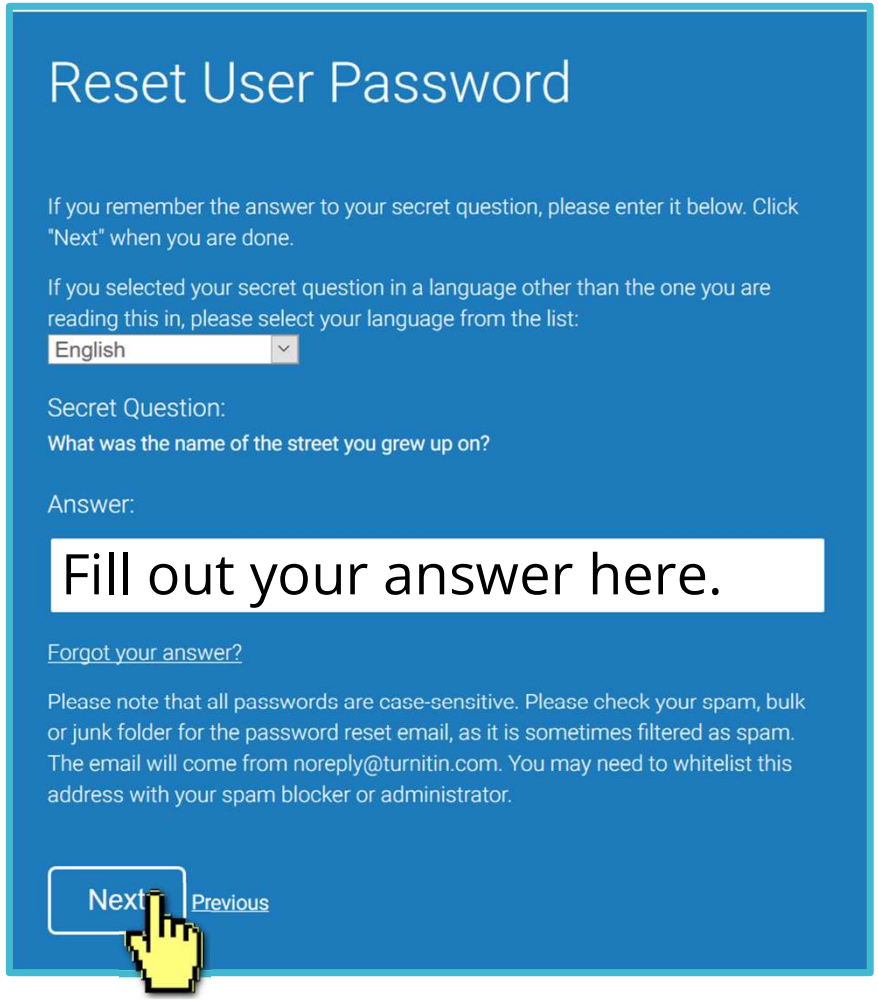
Select Forgot your password? ‘Click here’ below to reset your password.

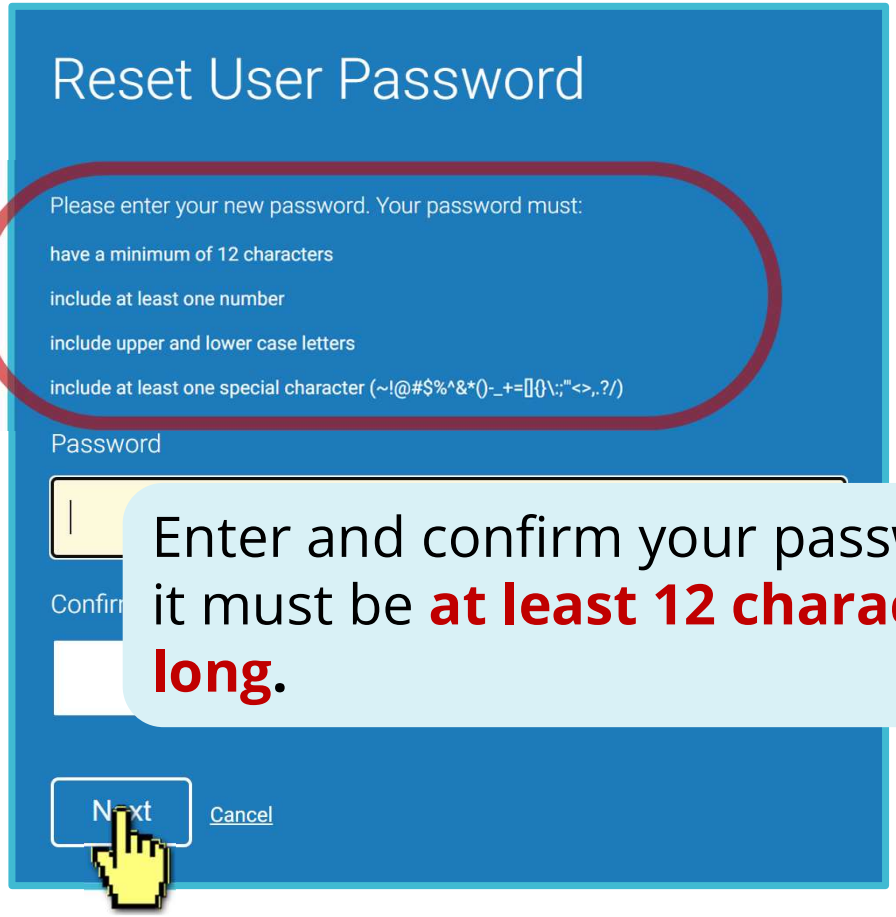


Fill out your Email address. (If you didn't receive the subsequent reset password email, please contact LSL staff.)



A. I remember my answer to my secret question

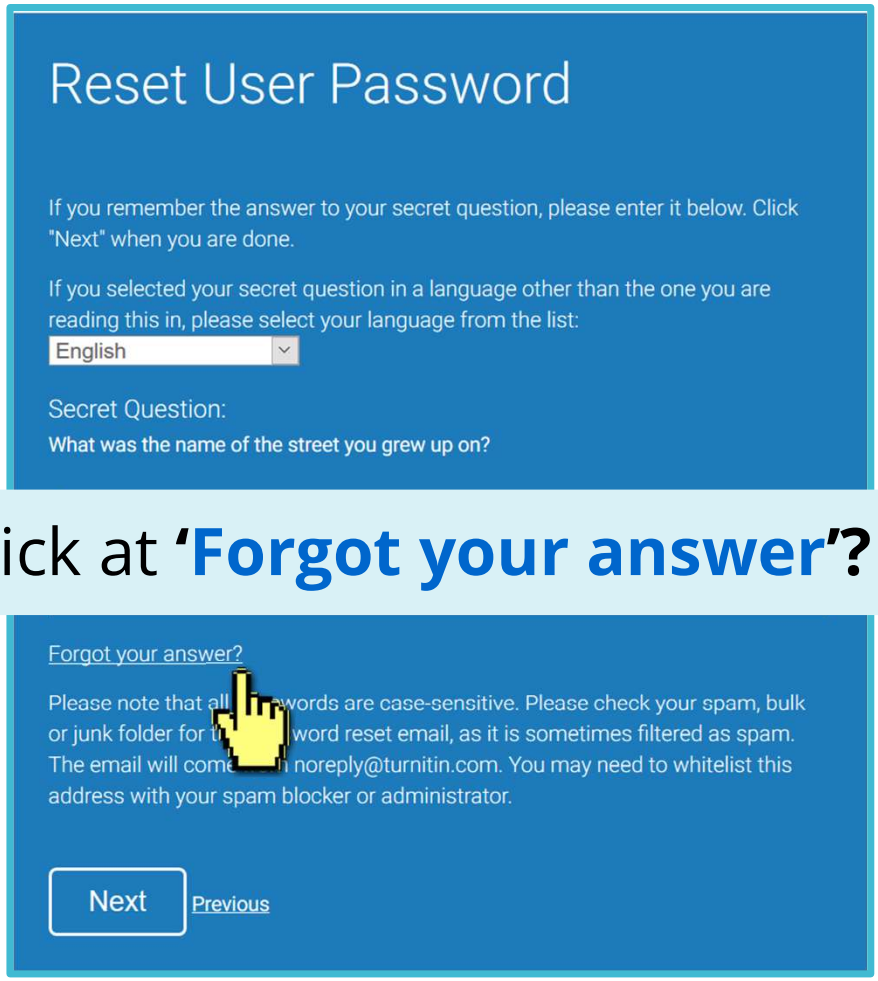




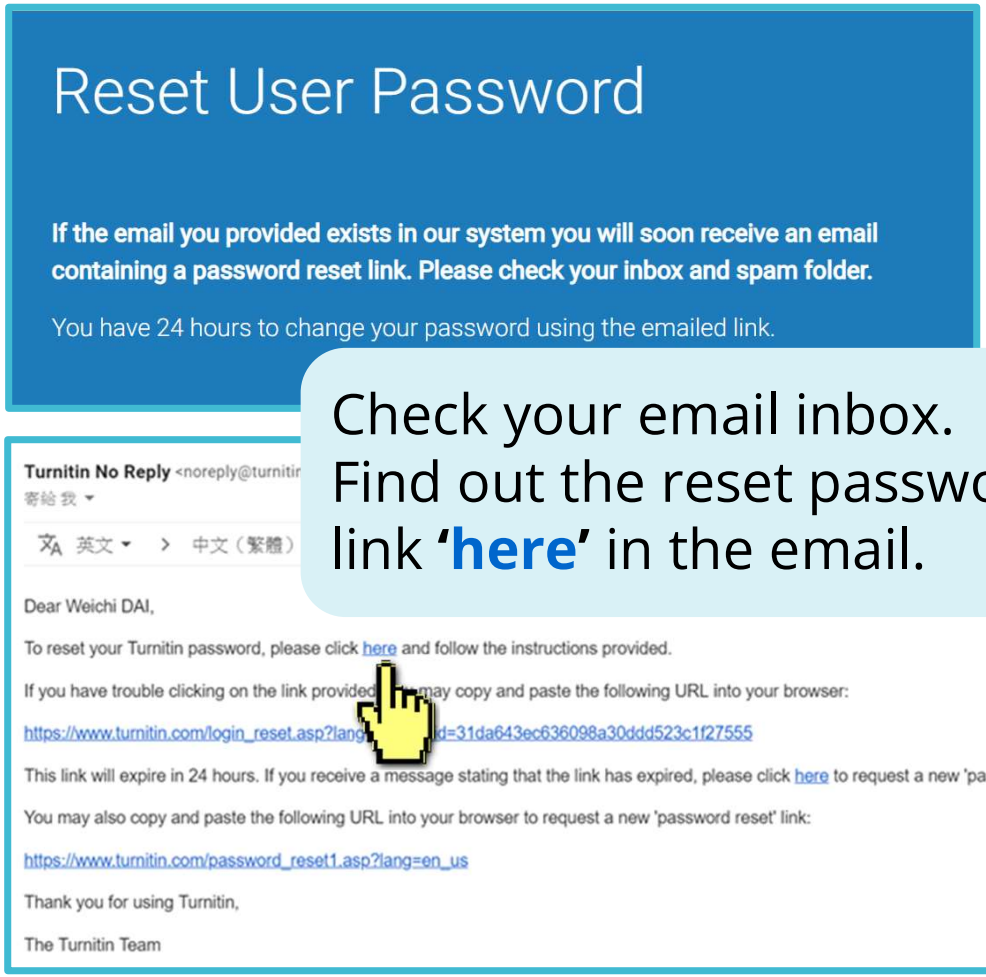
Enter and confirm your password, it must be **at least 12 characters long**.

B. I didn't remember my answer to my secret question

A new email will be sent to your inbox, the link to reset your password in the email is available only for 24 hours.

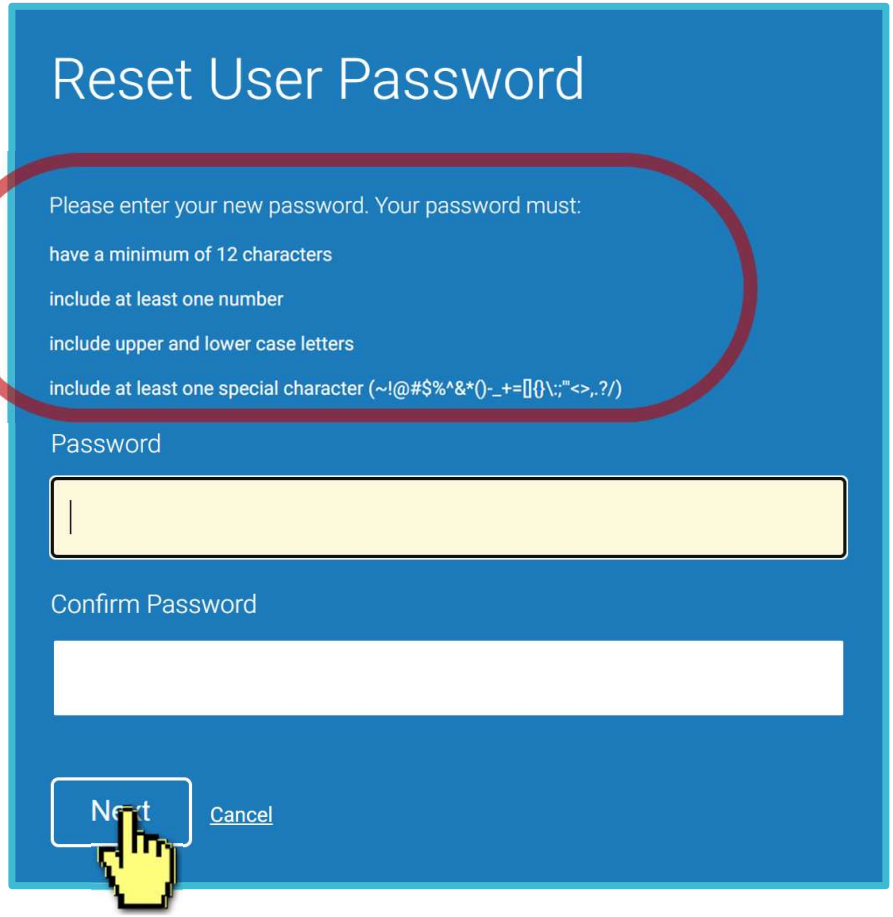


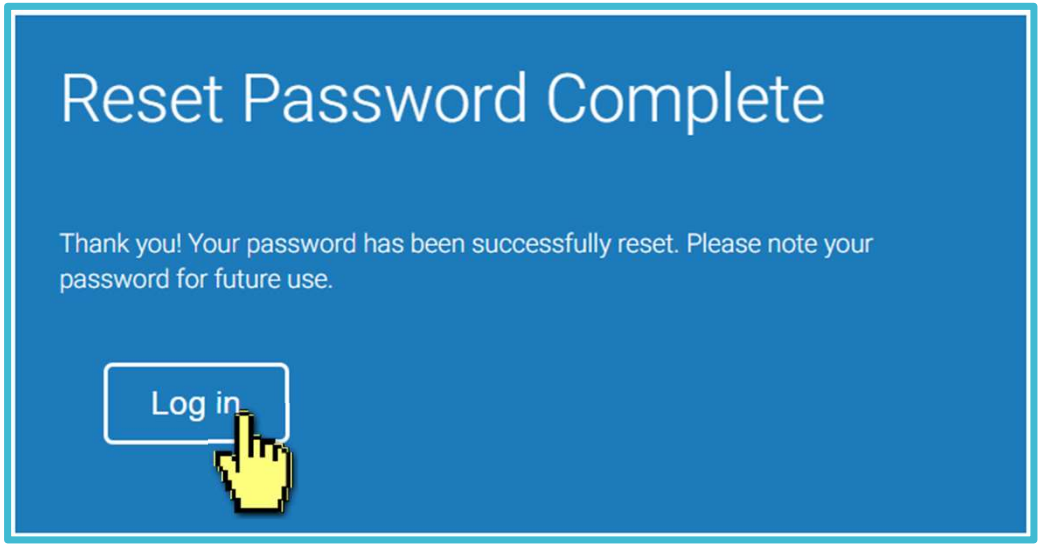
Click at '**Forgot your answer**'?



Check your email inbox.
Find out the reset password link '**here**' in the email.

B. I didn't remember my answer to my secret question



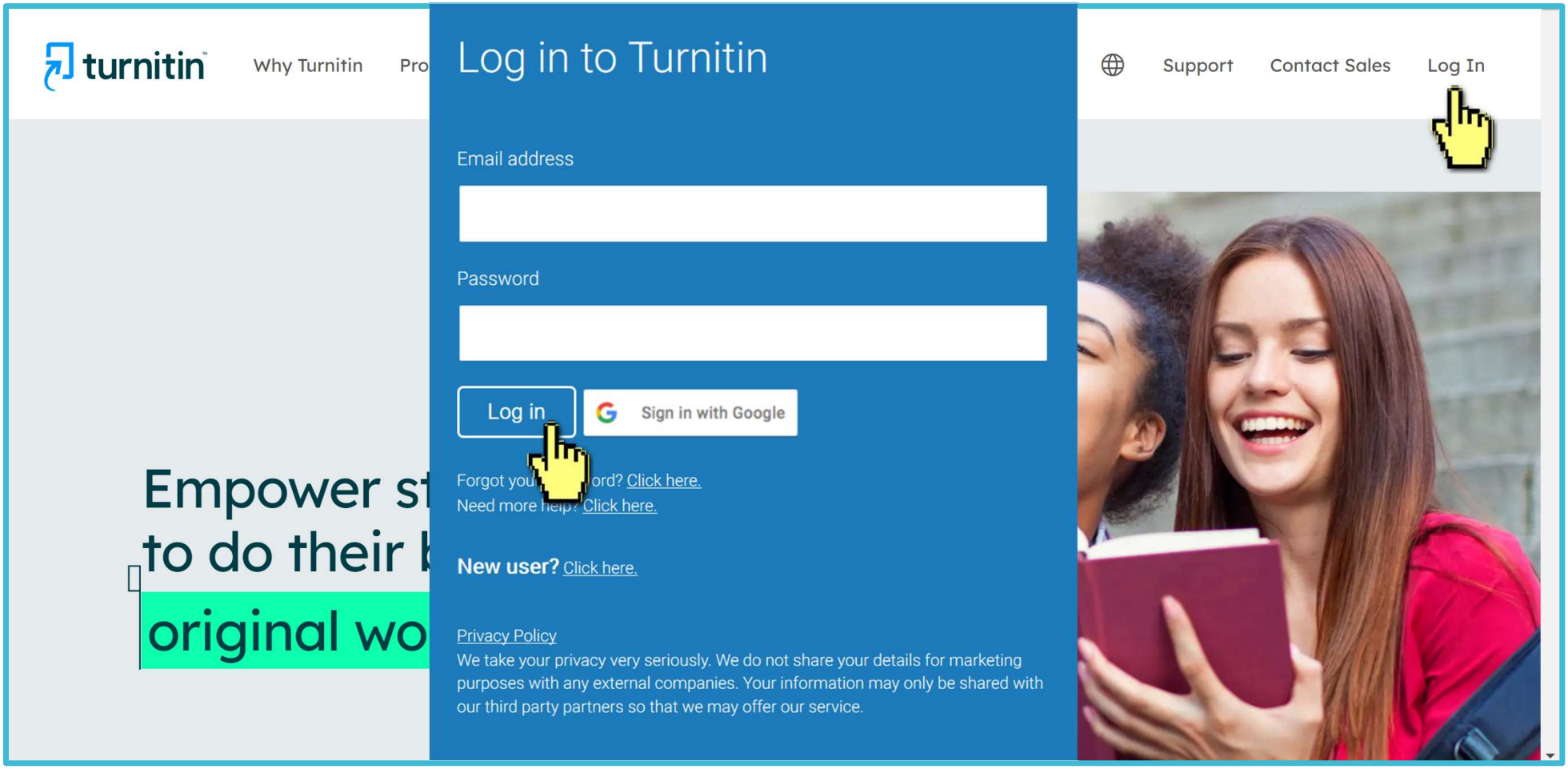


Enter and confirm your password, it must be **at least 12 characters long**.

3. Submitting the papers

Go to www.turnitin.com

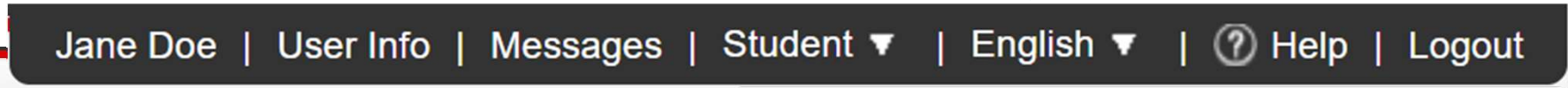
Click at 'Log in' on the top right of the page.



Homepage

1 Change your password here

2 language setting



turnitin

All Classes | Enroll in a Class | What is Plagiarism? | Citation Help

NOW VIEWING: HOME

About this page

This is your student homepage. The homepage shows the classes you are enrolled in. To enroll in a new class, click the enroll in a class button. Click a class name to open your class homepage for the class. From your homepage, you can submit a paper. For more information on how to submit, please see our help page.

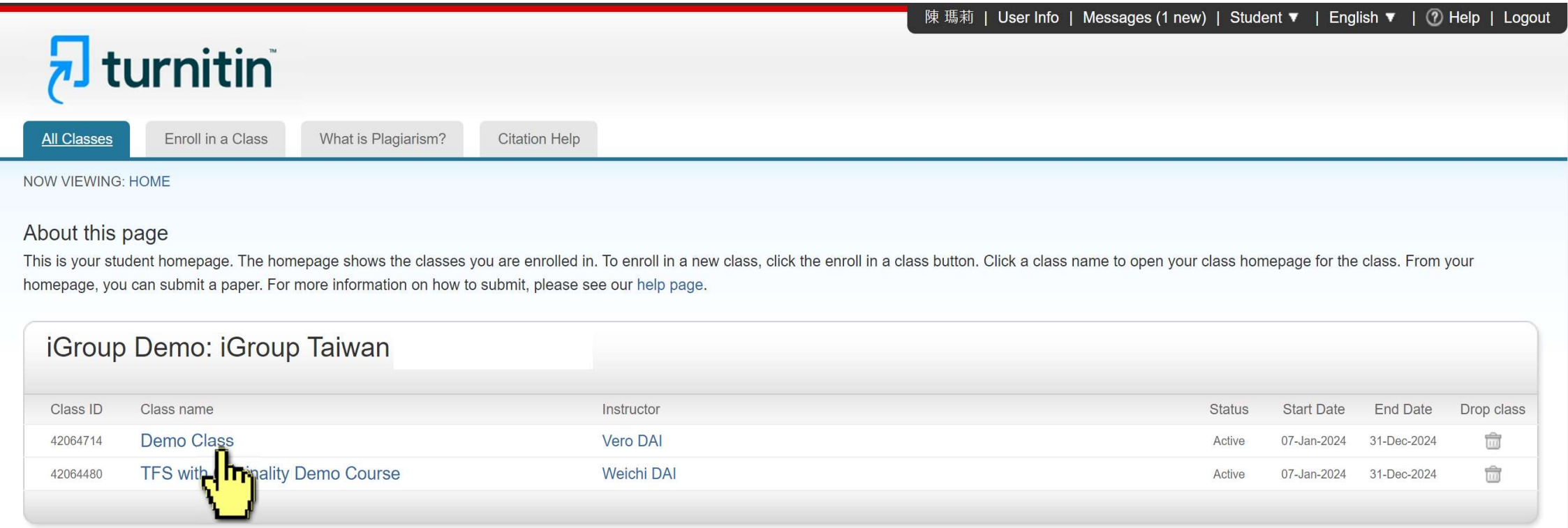
iGroup Demo: iGroup Taiwan

Class ID	Class name	Instructor	Status	Start Date	End Date	Drop class
42064714	Demo Class	Vero DAI	Active	07-Jan-2024	31-Dec-2024	
42064480	TFS with Originality Demo Course	Weichi DAI	Active	07-Jan-2024	31-Dec-2024	

3 **Class Information:**
Class name, Instructor's name and until when this class will be expired.

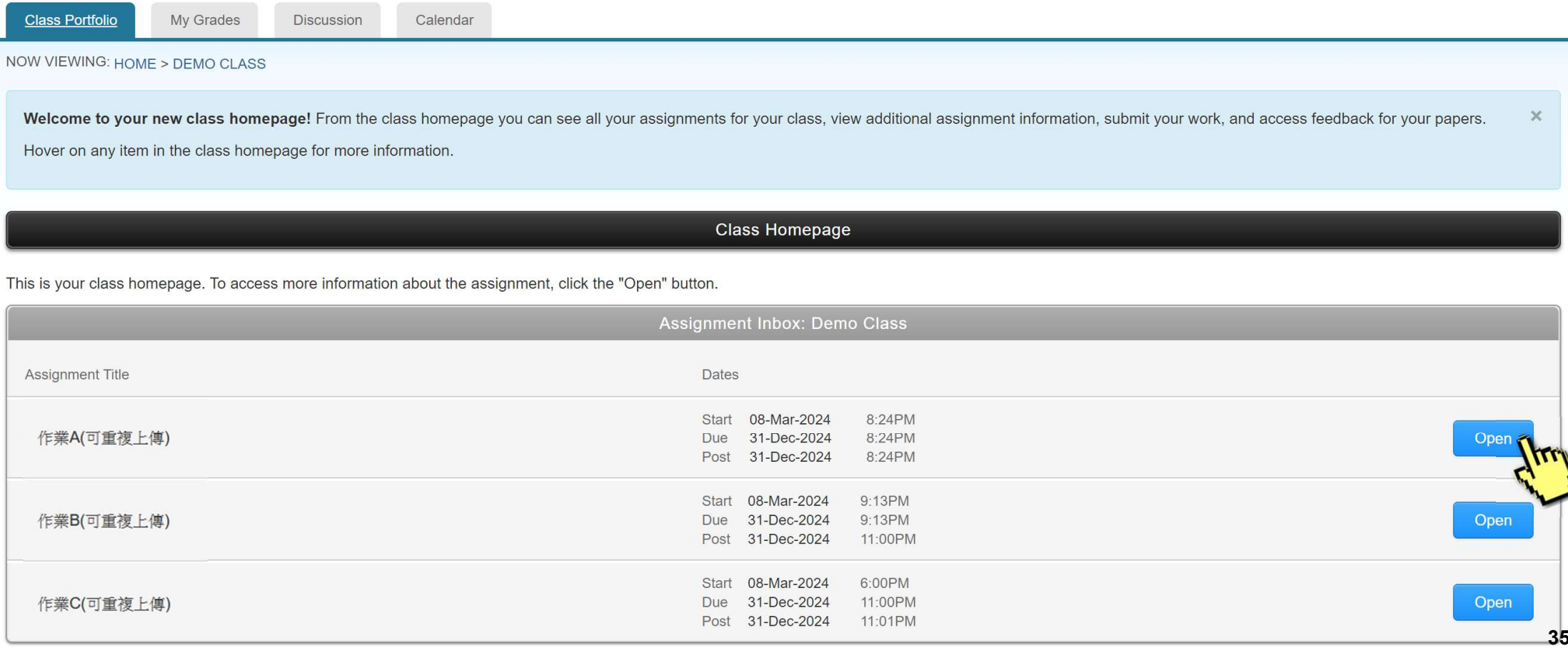
Homepage

Click on the **class name** you would like to submit a paper to.



Submitting A Paper

Click on '**Open**' button to upload your document.



陳 瑪莉 | Messages | Student | English | Community | Help | Logout

turnitin

Class Portfolio | My Grades | Discussion | Calendar

NOW VIEWING: HOME > DEMO CLASS > SUBMISSION 3

About this page

This is your assignment dashboard. You can upload submissions for your assignment from here. When a submission has been processed you will be able to download a digital receipt, view any grades and similarity reports that have been made available by your instructor.

› Submission 3

View the assignment details

Upload Submission

Class Portfolio | My Grades | Discussion | Calendar

NOW VIEWING: HOME > DEMO CLASS > SUBMISSION 3

About this page

This is your assignment dashboard. You can upload submissions for your assignment from here. When a submission has been processed you will be able to download a digital receipt, view any grades and similarity reports that have been made available by your instructor.

Submission 3

Instructions

No special instructions.

Start Date

08 Mar 2024 18:00

Due Date

31 Dec 2024 23:00

Feedback Release Date

31 Dec 2024 23:01

Max Points

100

Additional Settings

- ✓ Similarity reports are available immediately after submission.
- ✓ Resubmissions are allowed
- ✗ Late submissions are not allowed

Upload Submission

File Requirements

- Text
- **Less than 100 MB &**
- **Less than 800 pages**
- Google Chrome, Firefox Microsoft Edge, Safari

- Images, forms, graphics
- Password protected files
- **LaTex** and it's converted PDF
- Internet Explorer

Supported File Types

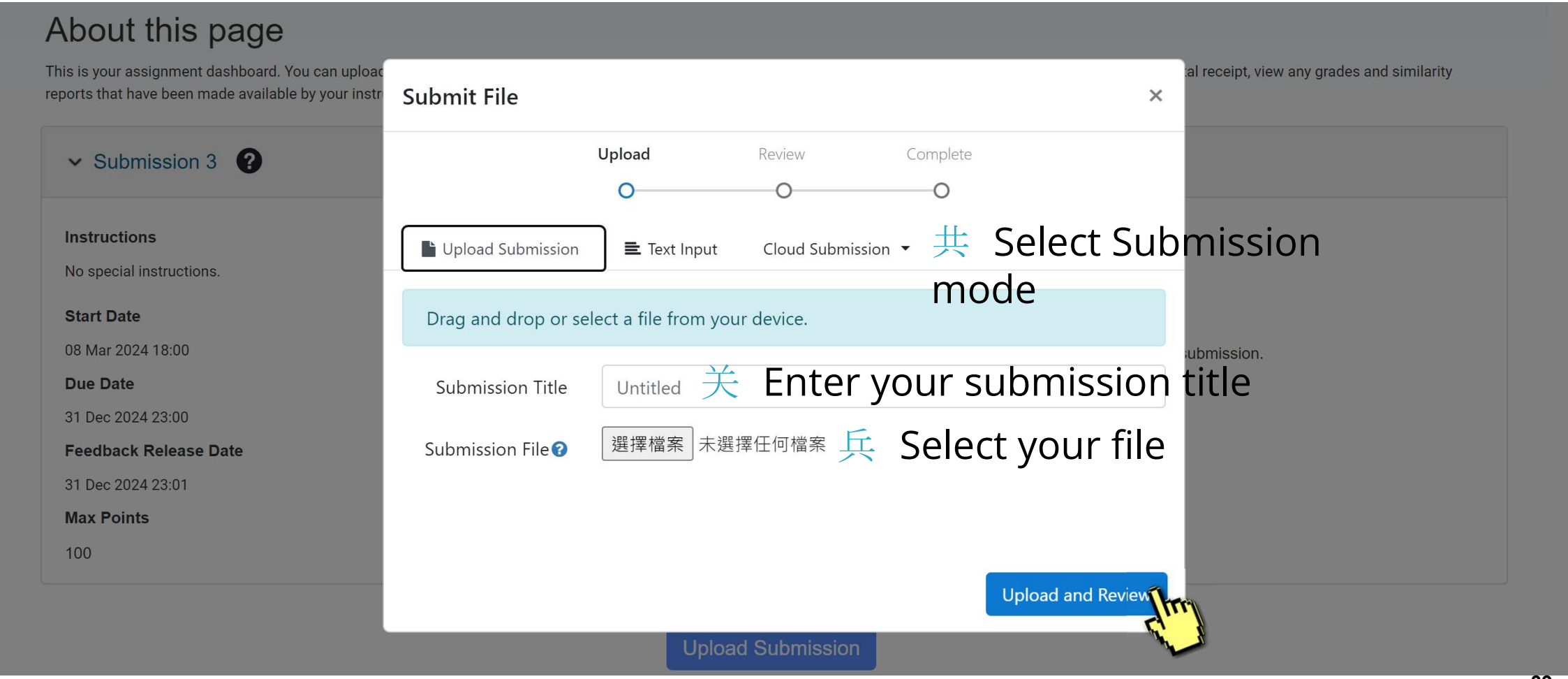
Microsoft Word, Excel, PowerPoint,

PDF(must not protected with password & must contains highlightable text),

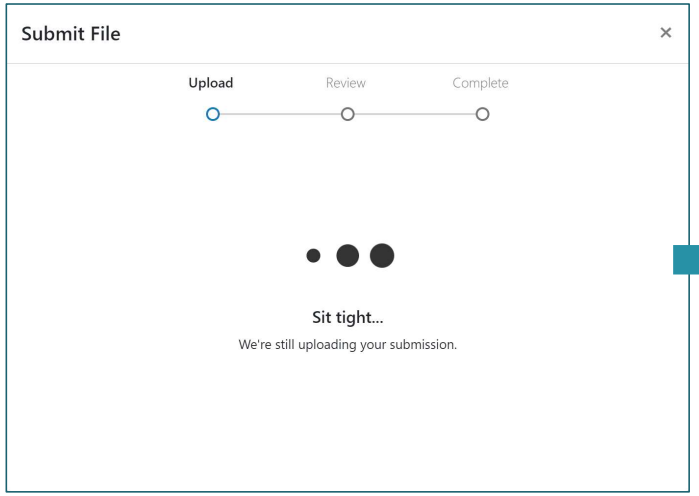
WordPerfect, PostScript, HTML, RTF, OpenOffice (ODT), Hangul (HWP),

Google Docs

Uploading Submission

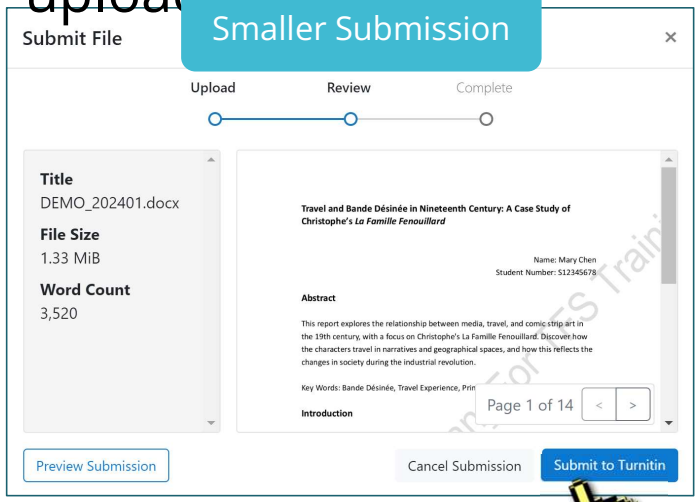


其 Uploading

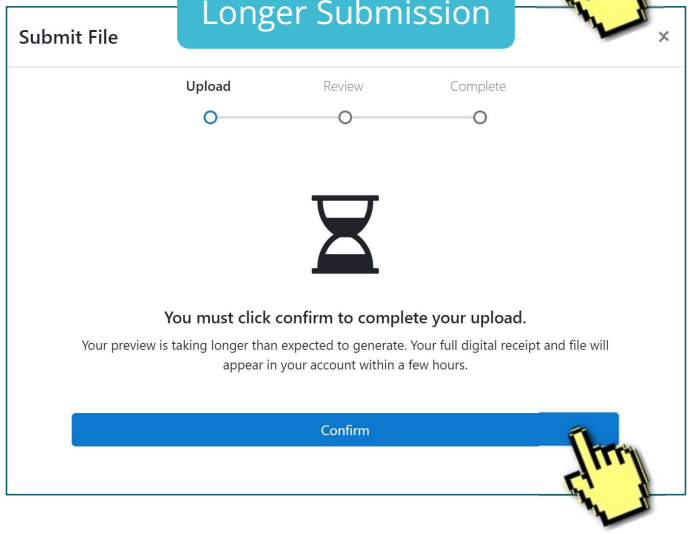


具 Confirming the upload

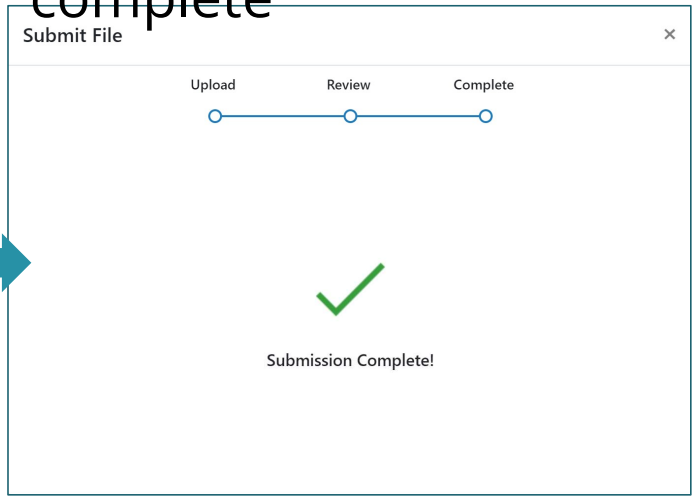
Smaller Submission



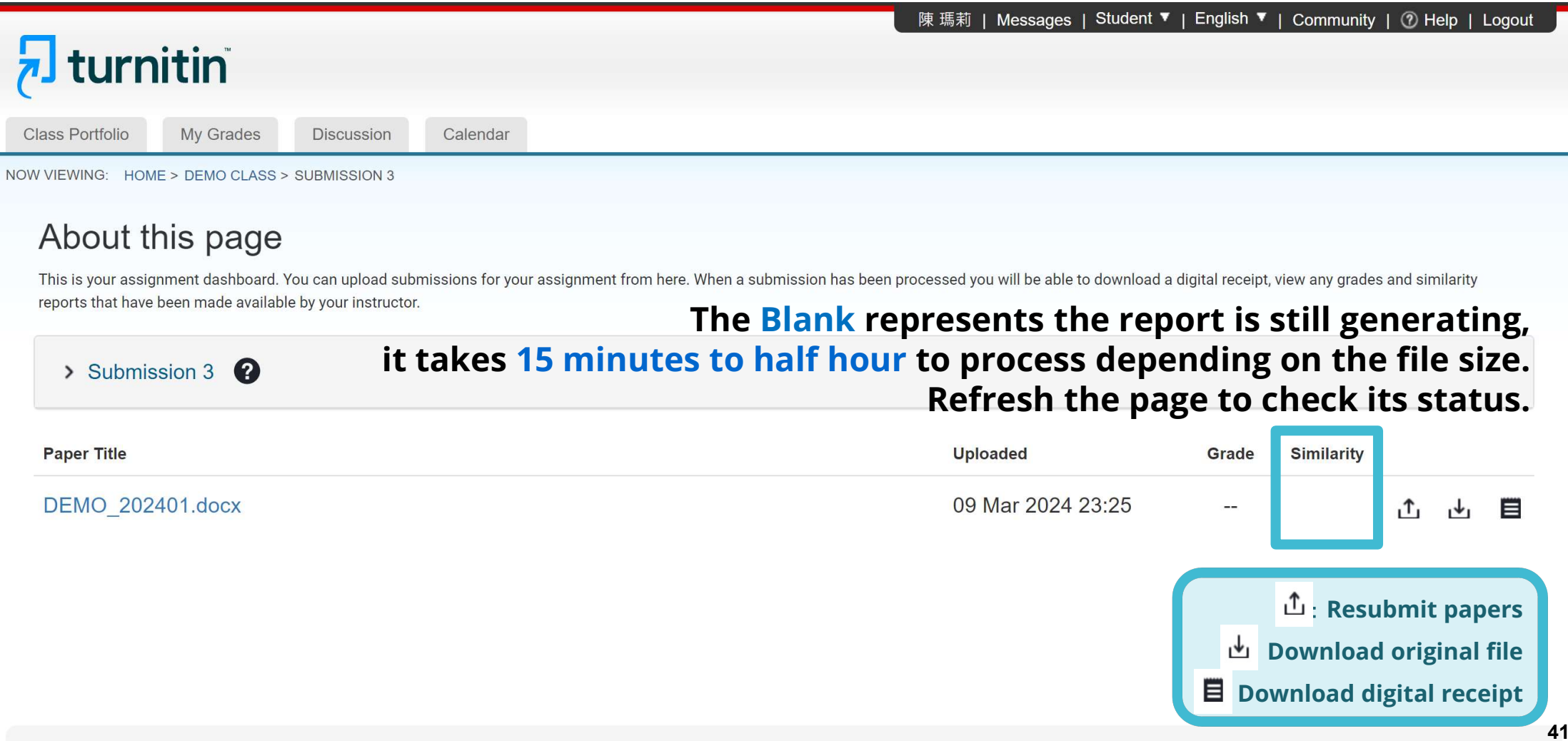
Longer Submission



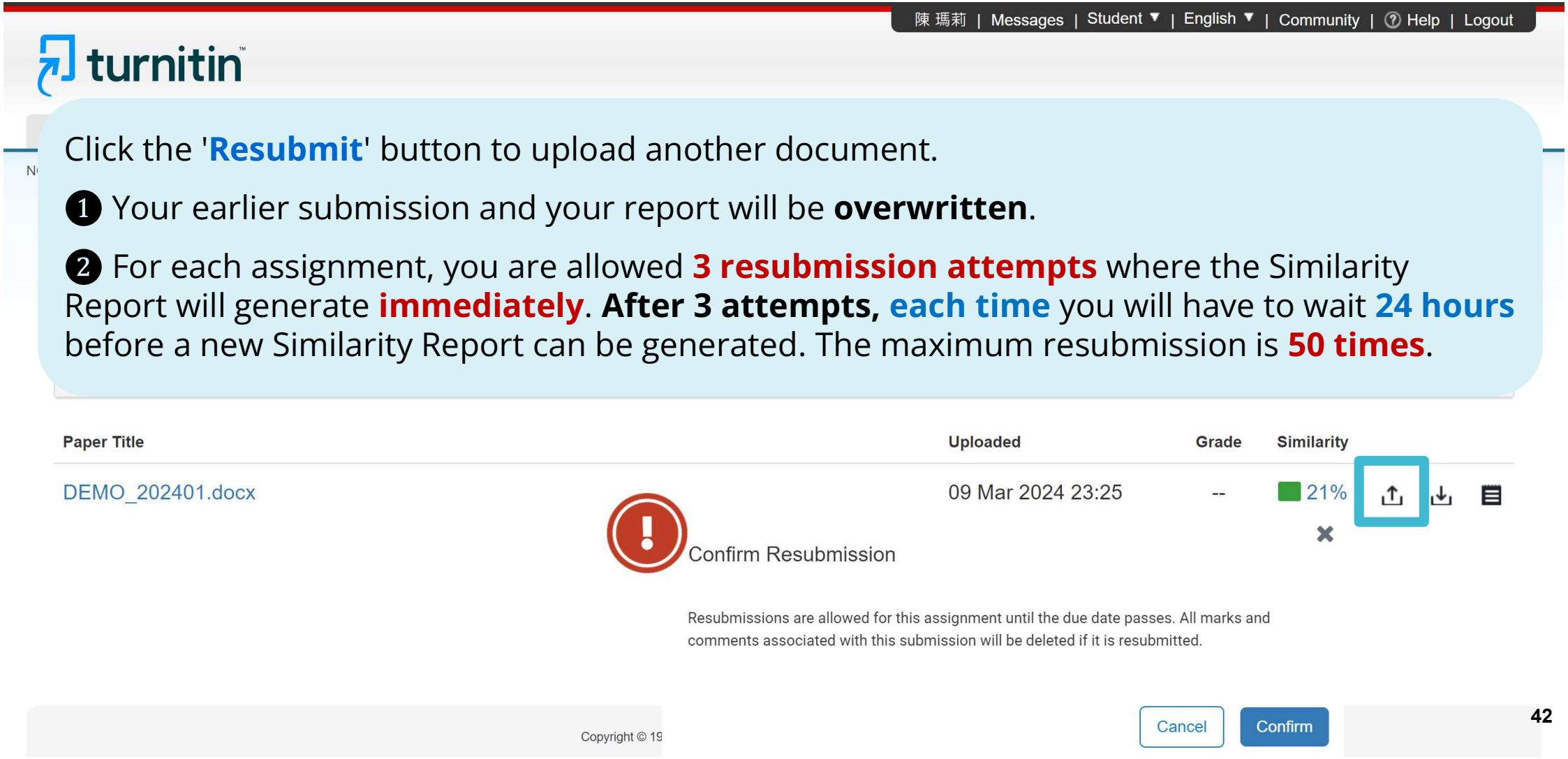
典 Submission complete



Uploading Submission

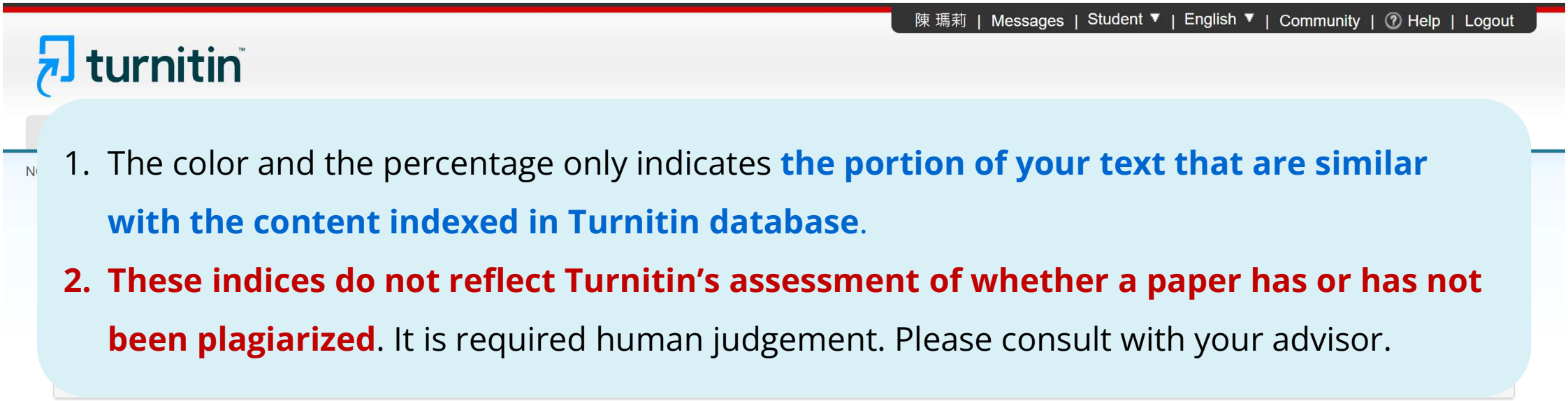


Making Resubmissions



4. Viewing the Similarity Report

Accessing the Similarity Report



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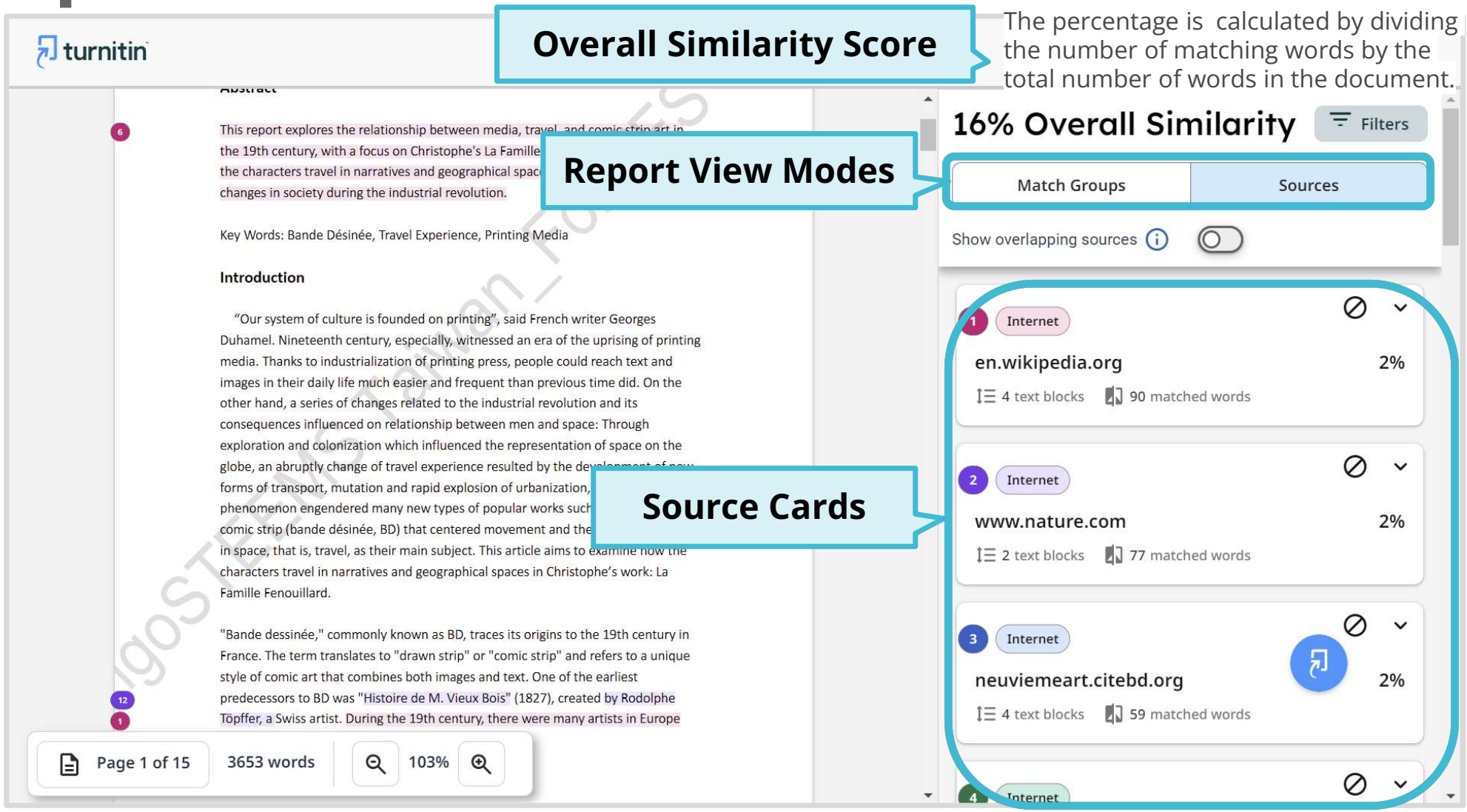
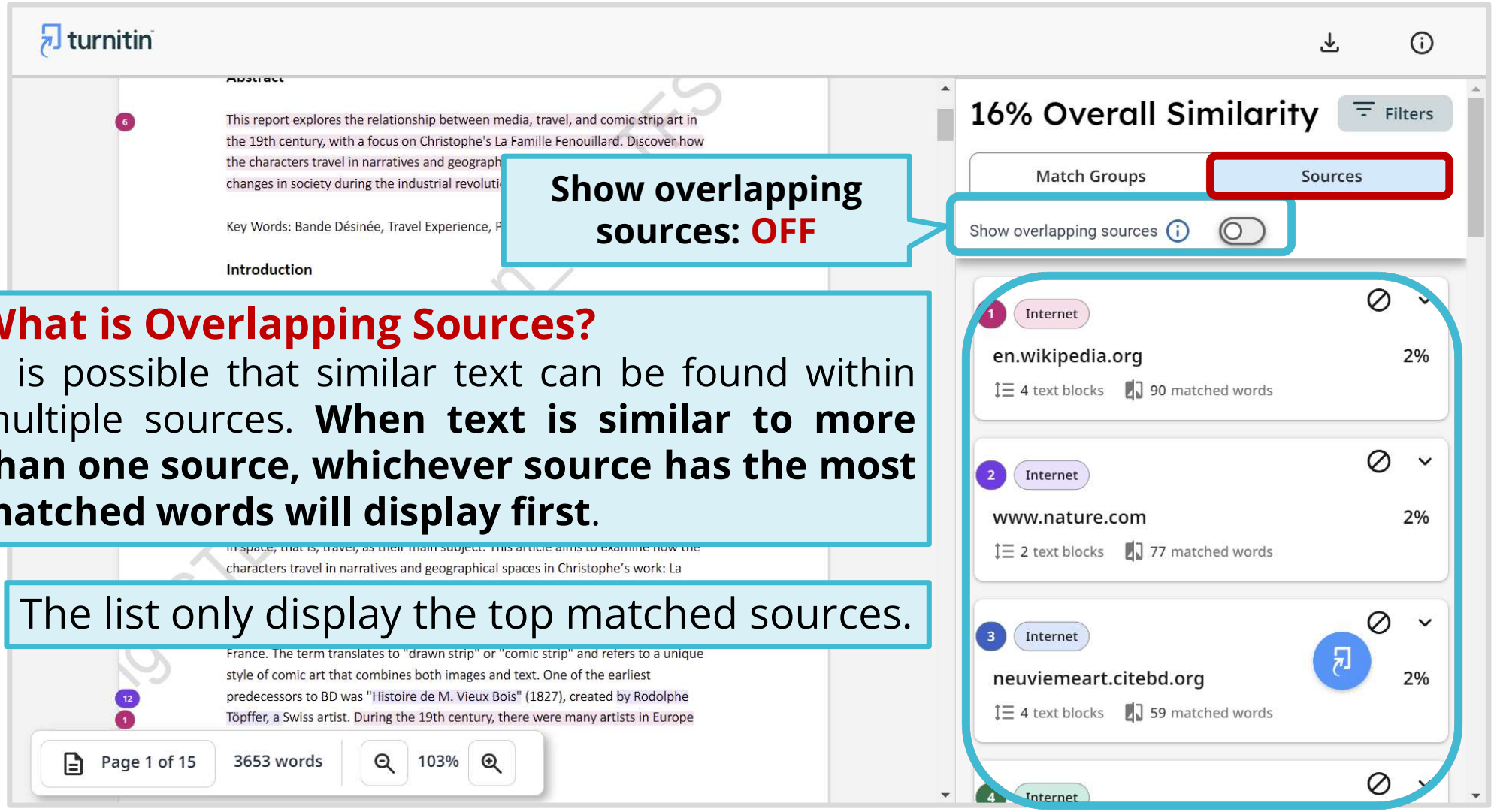
Report Viewer

This view is the New Similarity Report available from August 9, 2024.



Report View: Sources



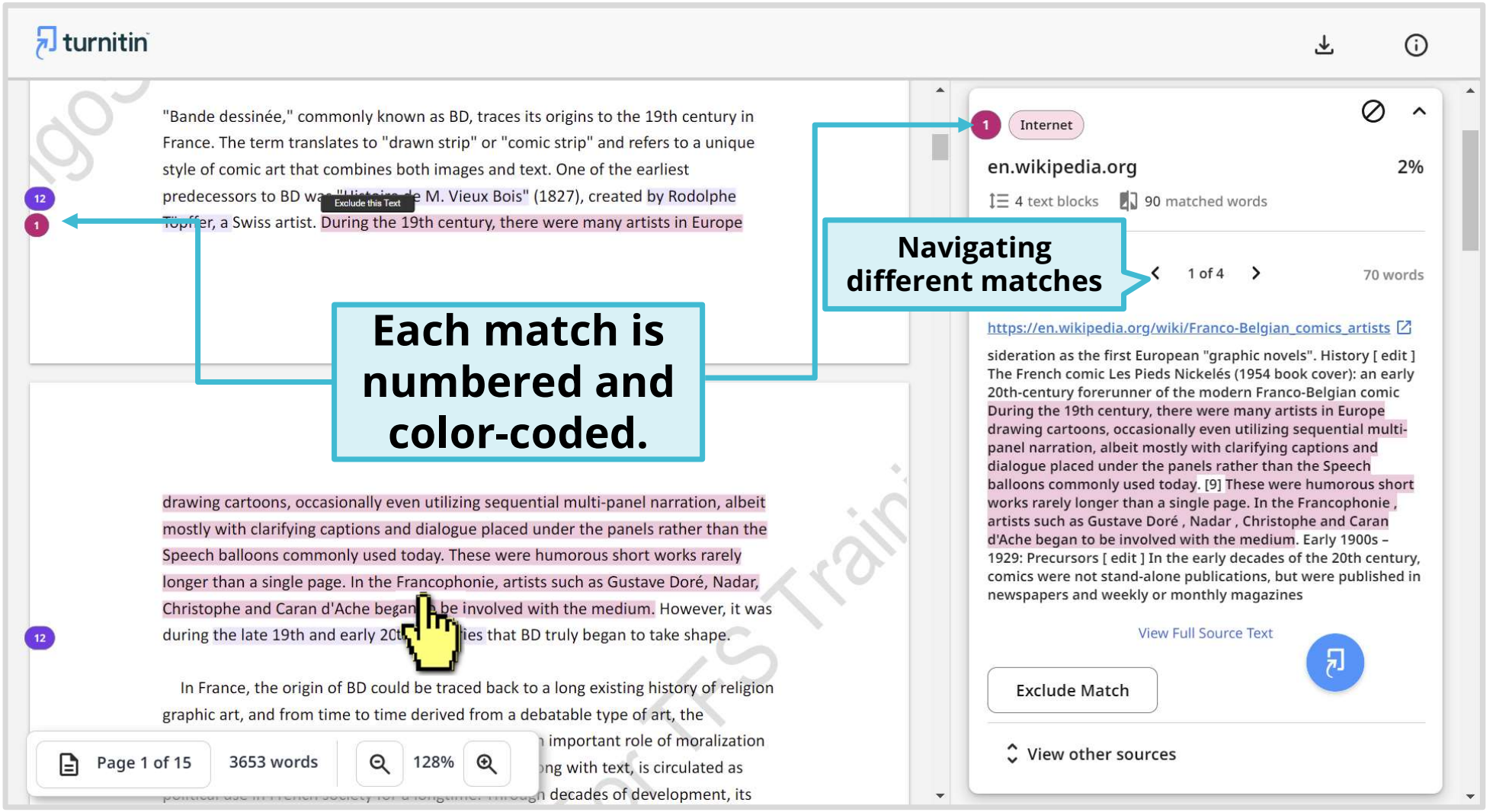
Show overlapping sources: OFF

What is Overlapping Sources?

It is possible that similar text can be found within multiple sources. **When text is similar to more than one source, whichever source has the most matched words will display first**.

The list only display the top matched sources.

Viewing the Matches



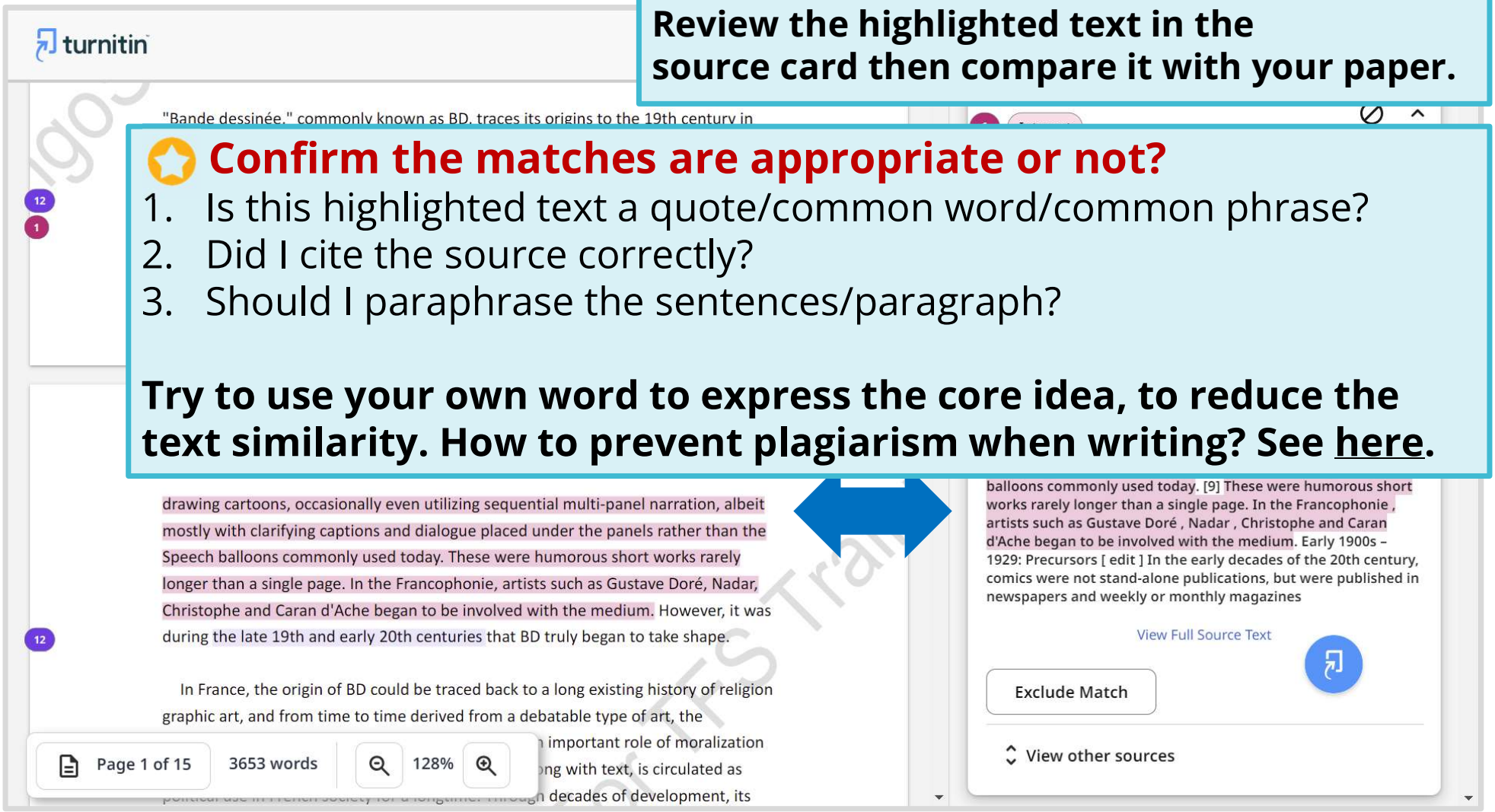
Viewing the Matches

Review the highlighted text in the source card then compare it with your paper.

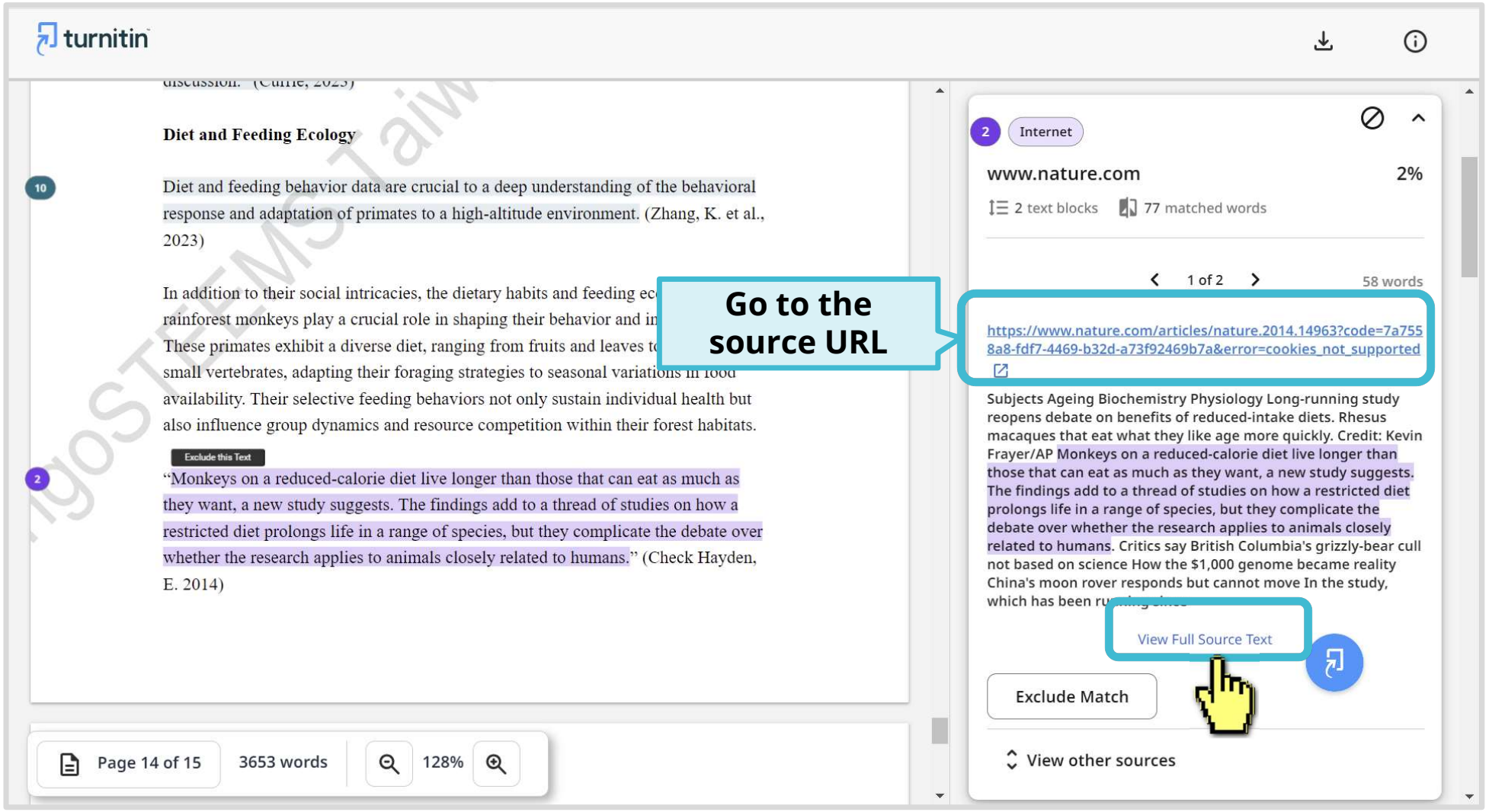
Confirm the matches are appropriate or not?

1. Is this highlighted text a quote/common word/common phrase?
2. Did I cite the source correctly?
3. Should I paraphrase the sentences/paragraph?

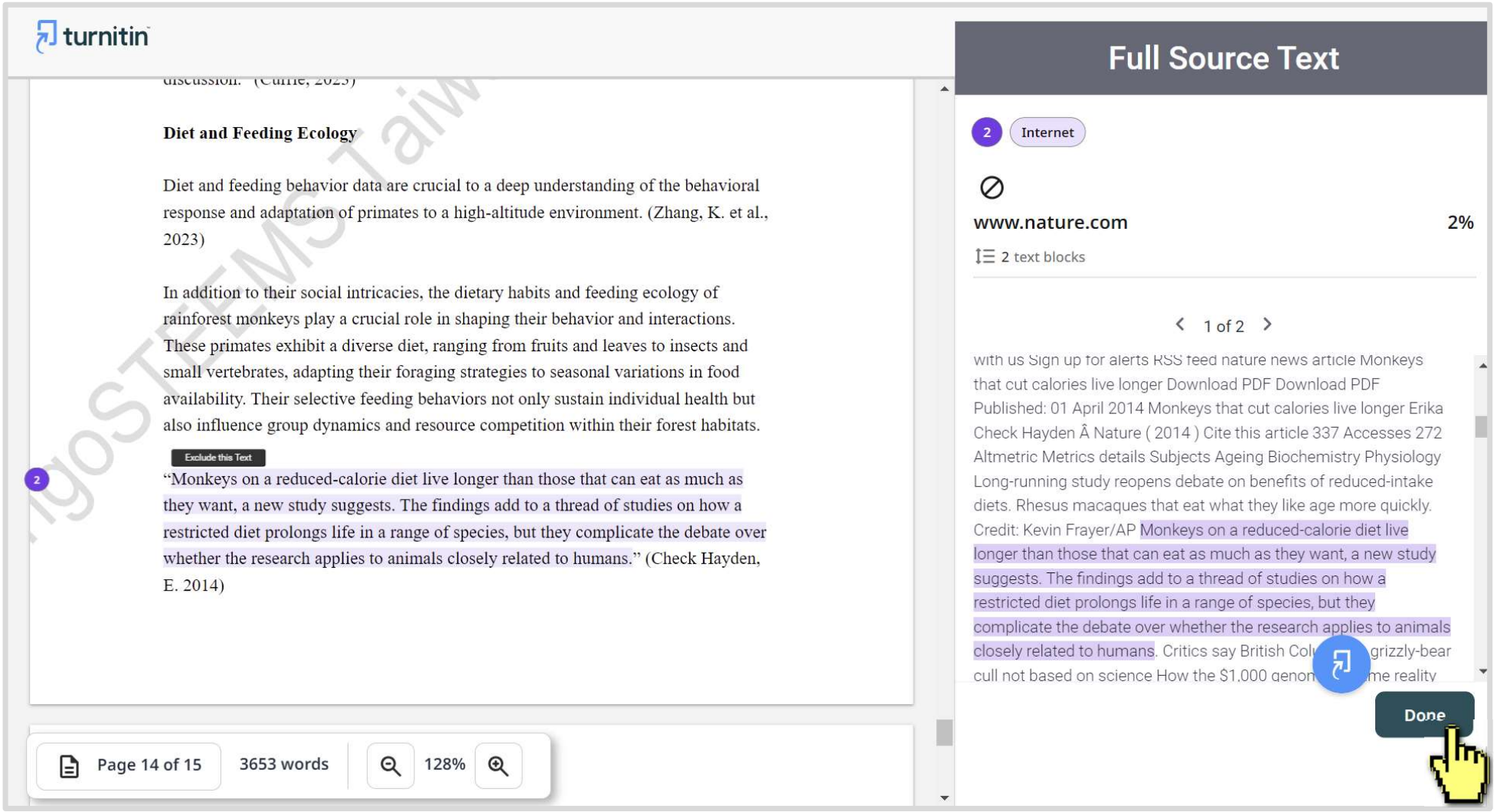
Try to use your own word to express the core idea, to reduce the text similarity. How to prevent plagiarism when writing? See here.



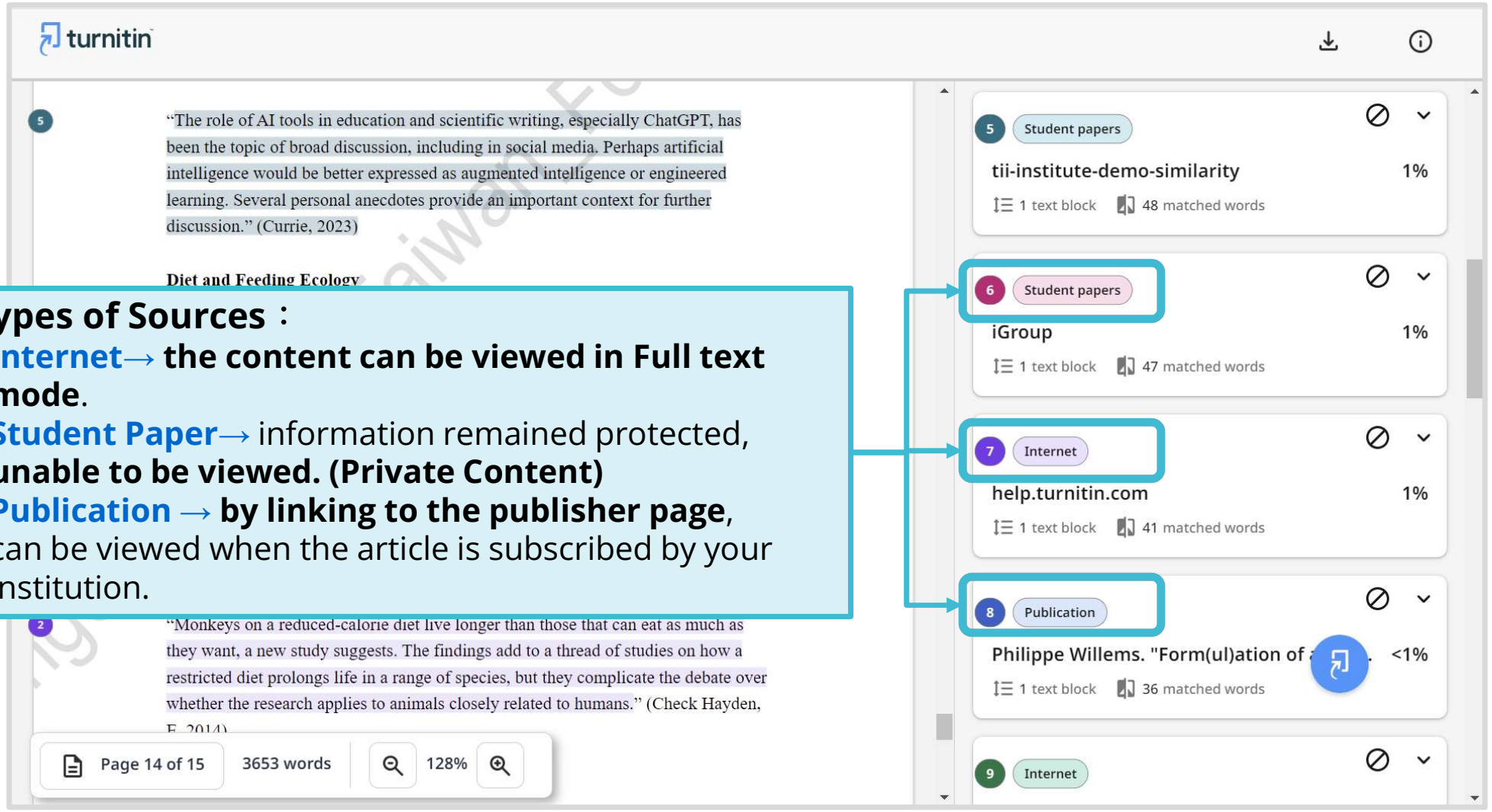
Viewing the Full Source Text



Viewing the Full Source Text



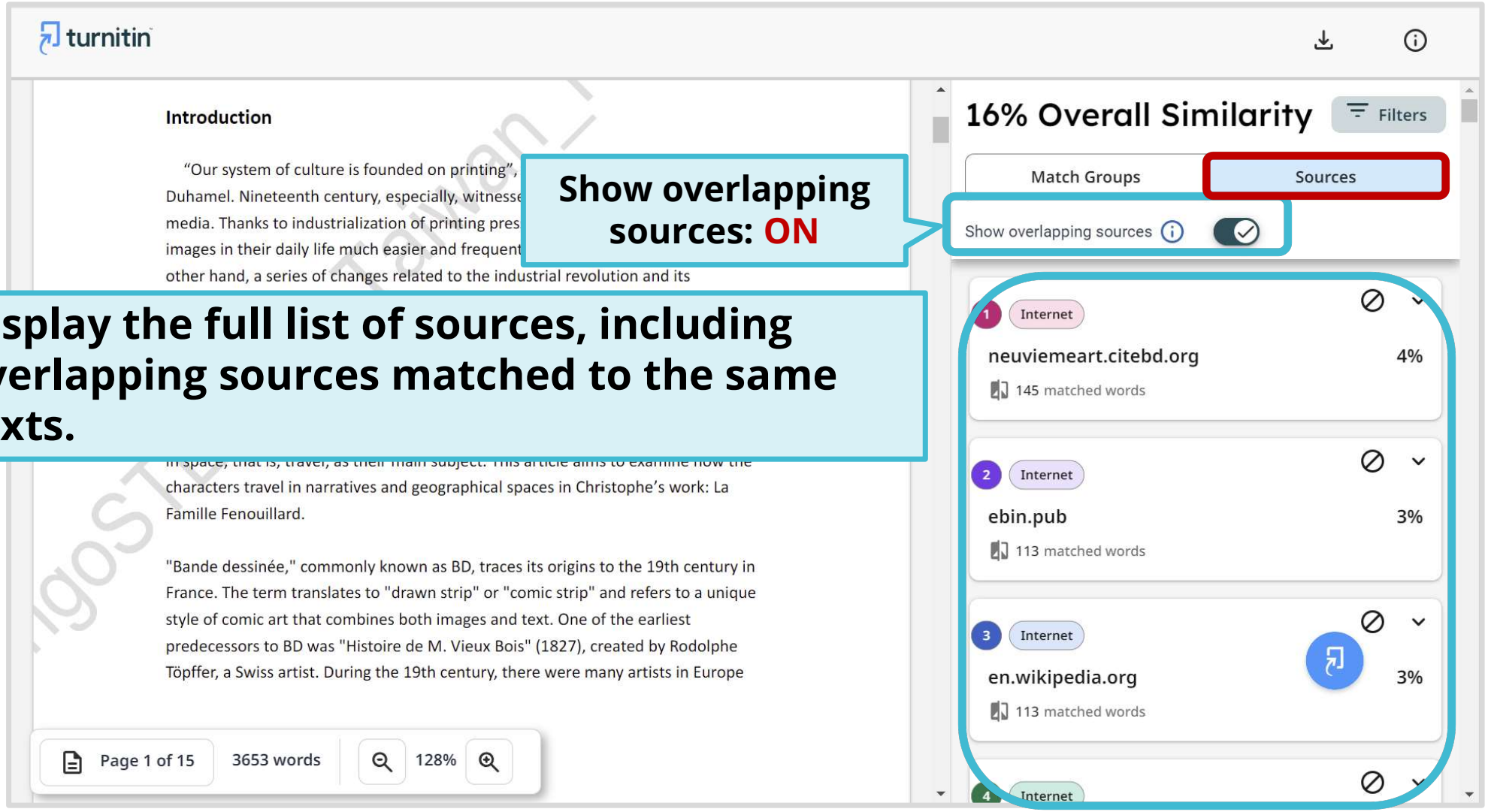
Viewing the Full Source Text



3 Types of Sources：

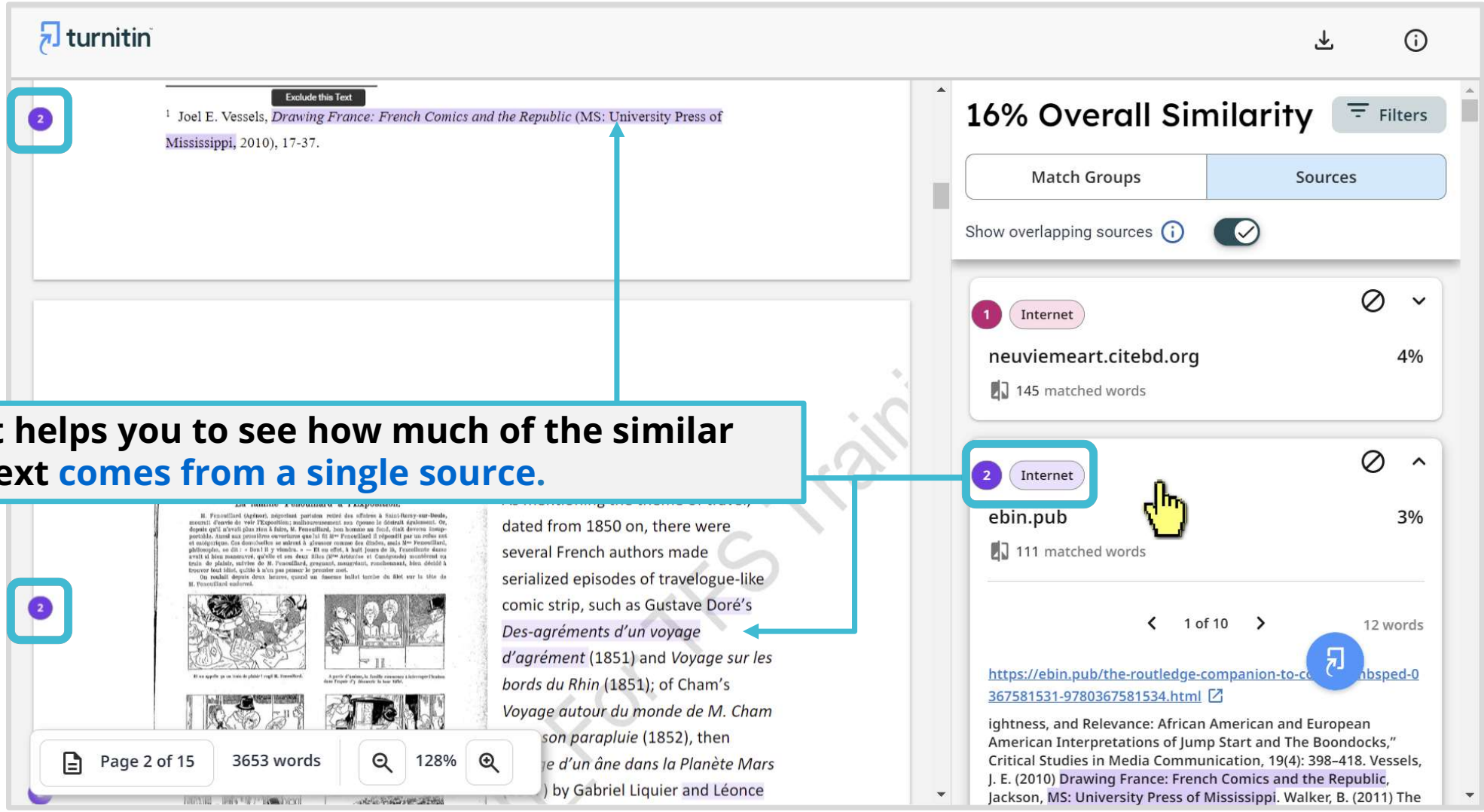
1. **Internet→ the content can be viewed in Full text mode**.
2. **Student Paper→** information remained protected, **unable to be viewed. (Private Content)**
3. **Publication → by linking to the publisher page**, can be viewed when the article is subscribed by your institution.

View Overlapping Source List



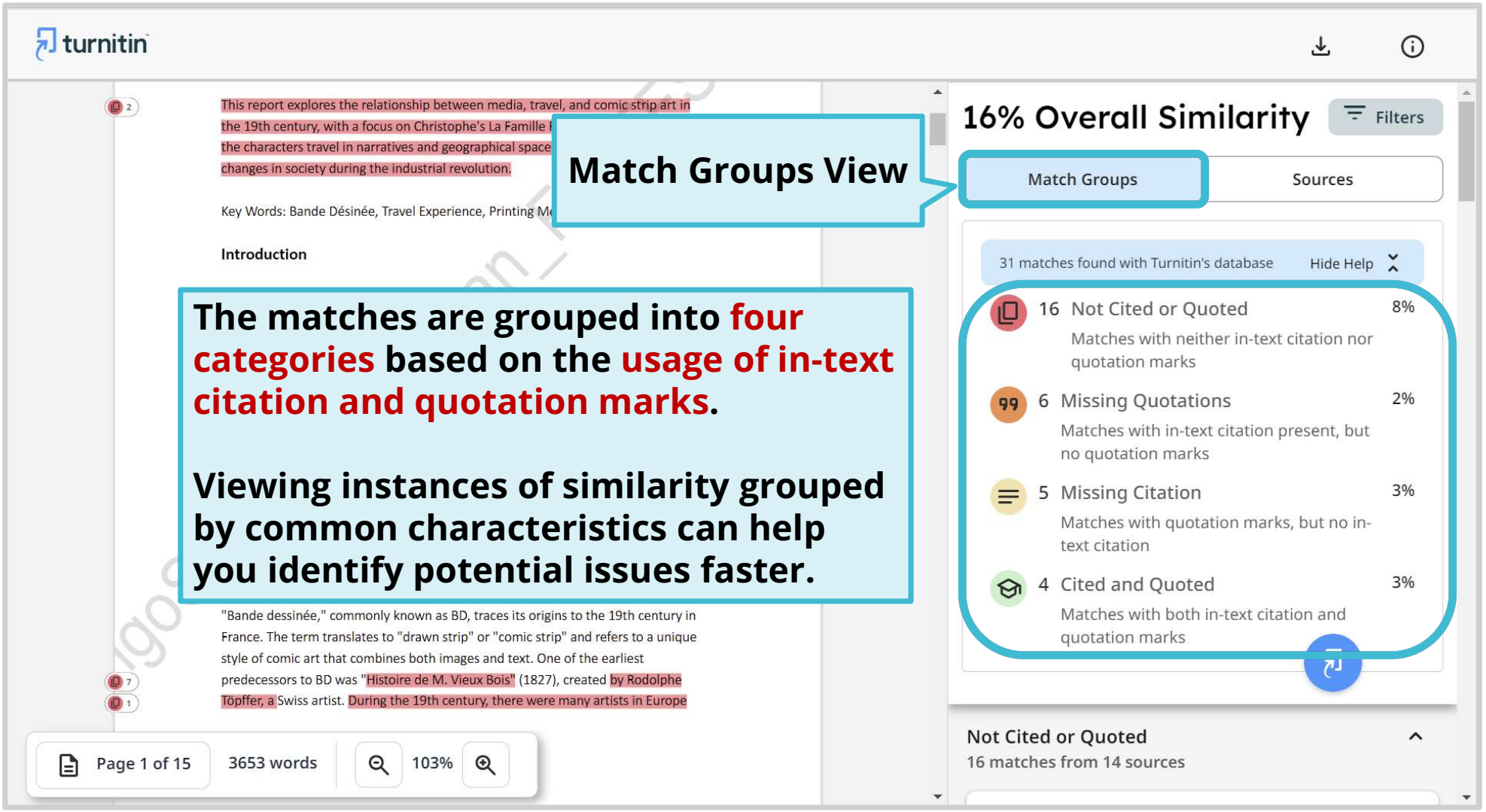
Display the full list of sources, including overlapping sources matched to the same texts.

View Overlapping Source List



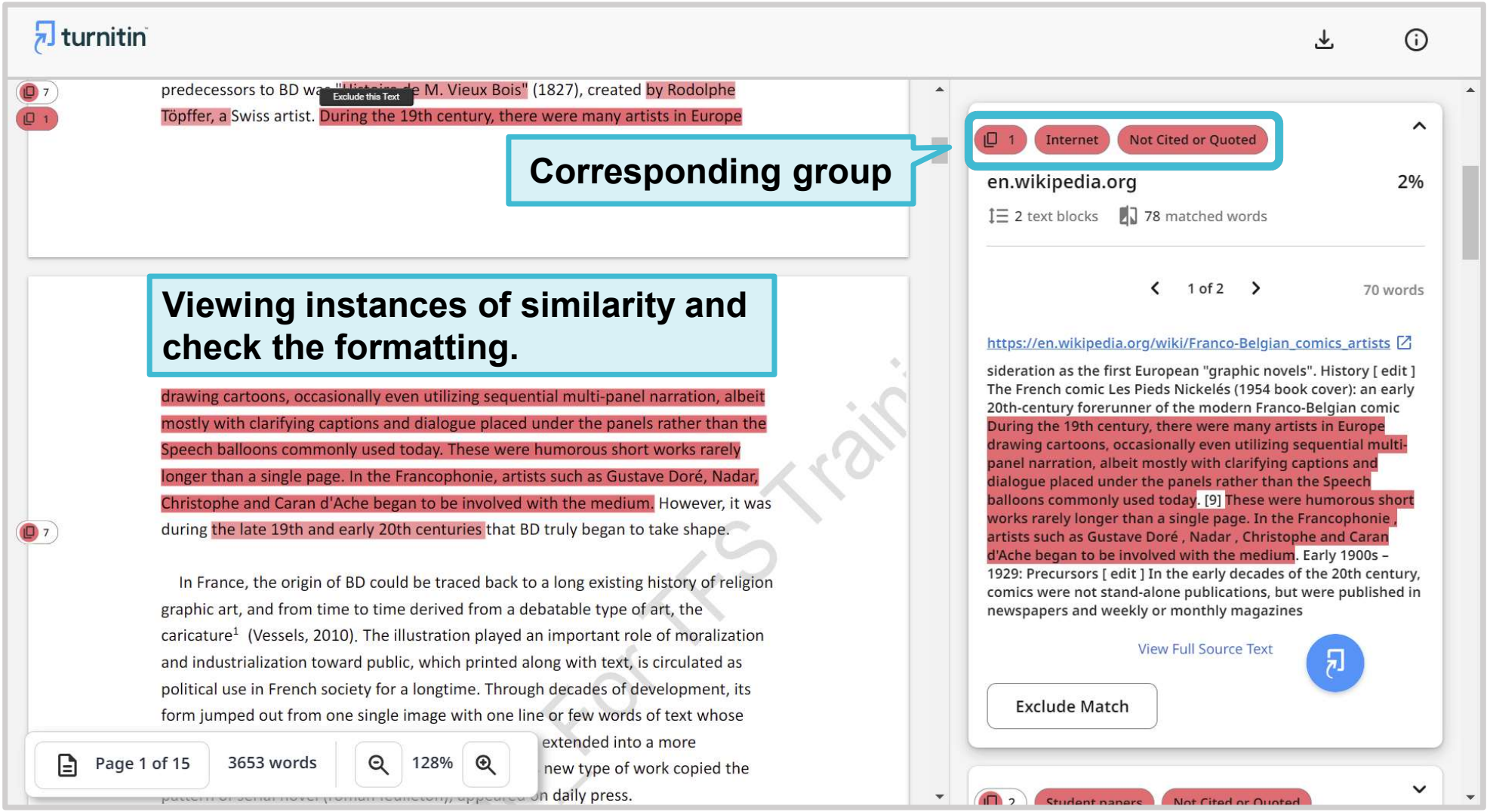
Report View: Match Groups

*Trained by machine learning to identify formats, sometimes not works properly.



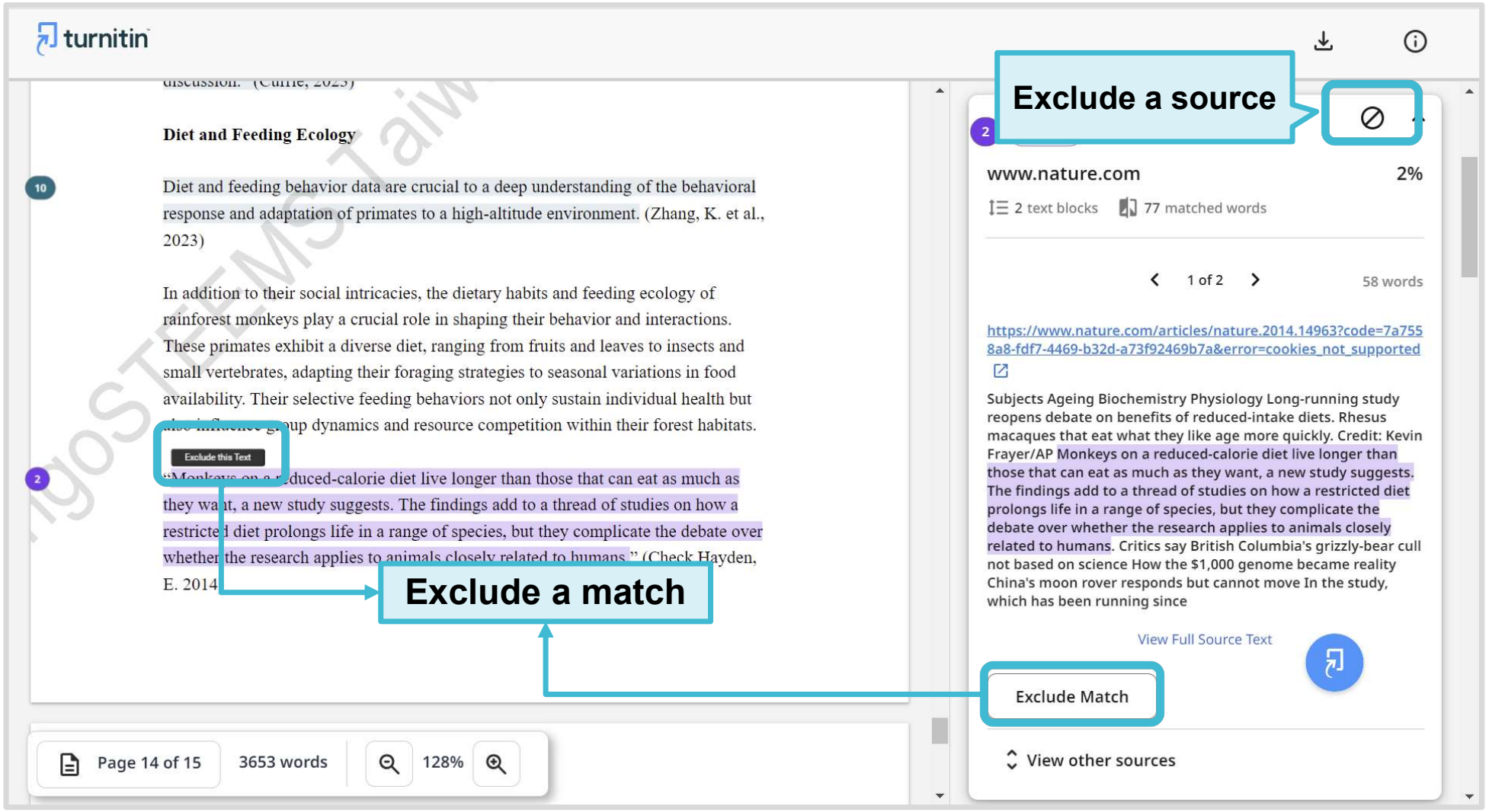
Match in Match Groups

*Trained by machine learning to identify formats, sometimes not works properly.

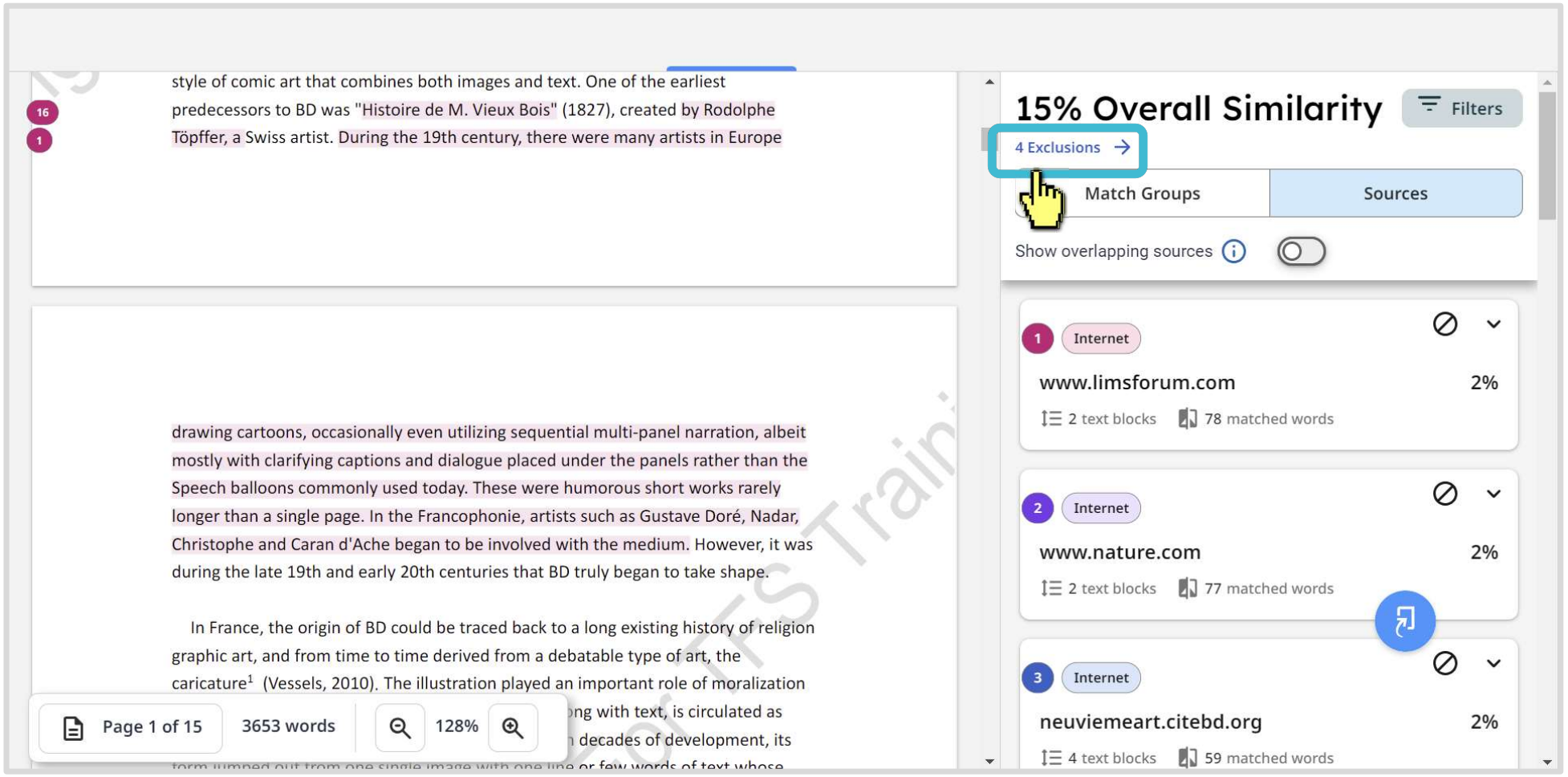


Excluding Text

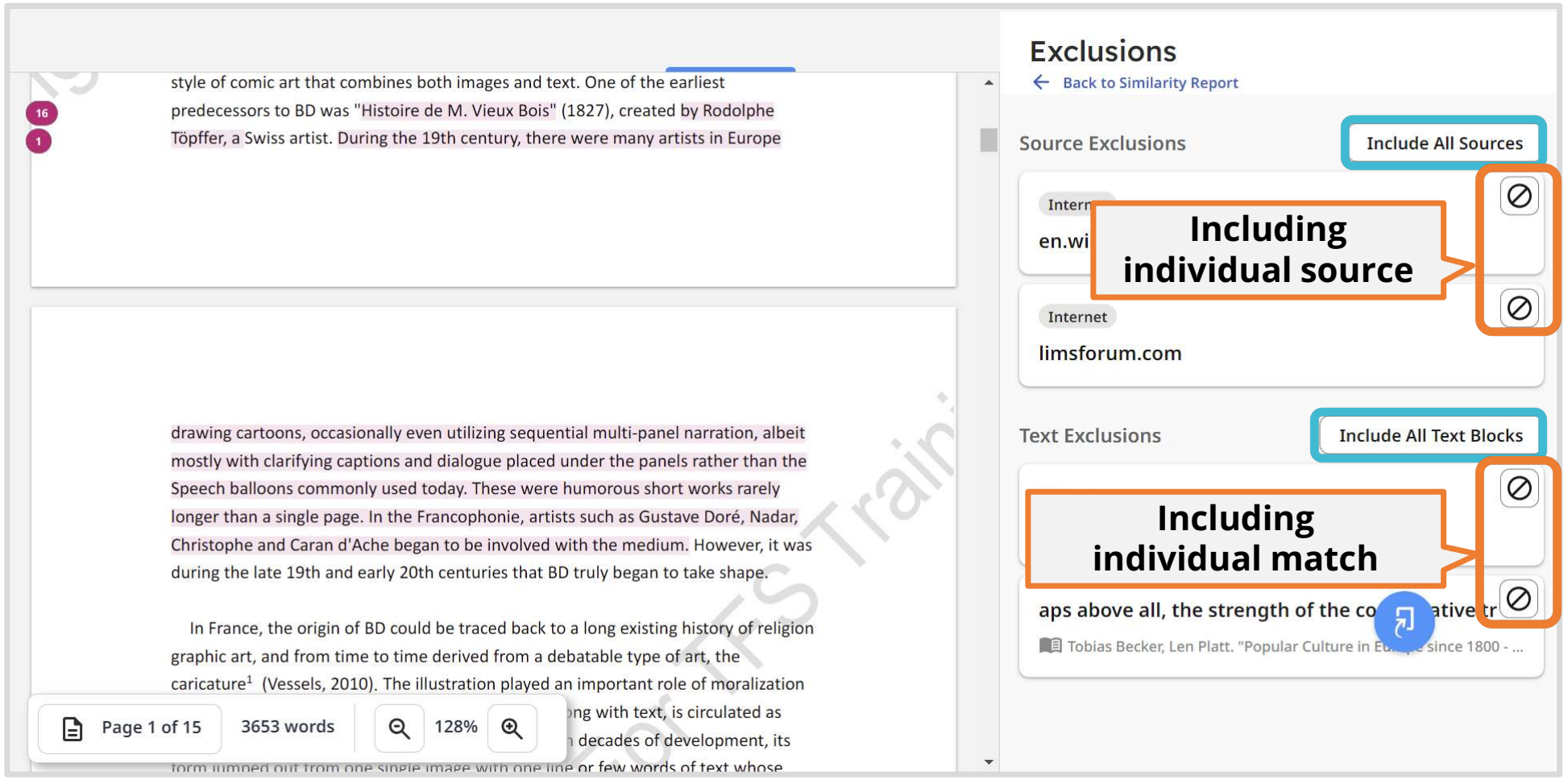
*The exclusion is temporary. The changes will not be kept after the report is closed.



Restoring Excluded Content

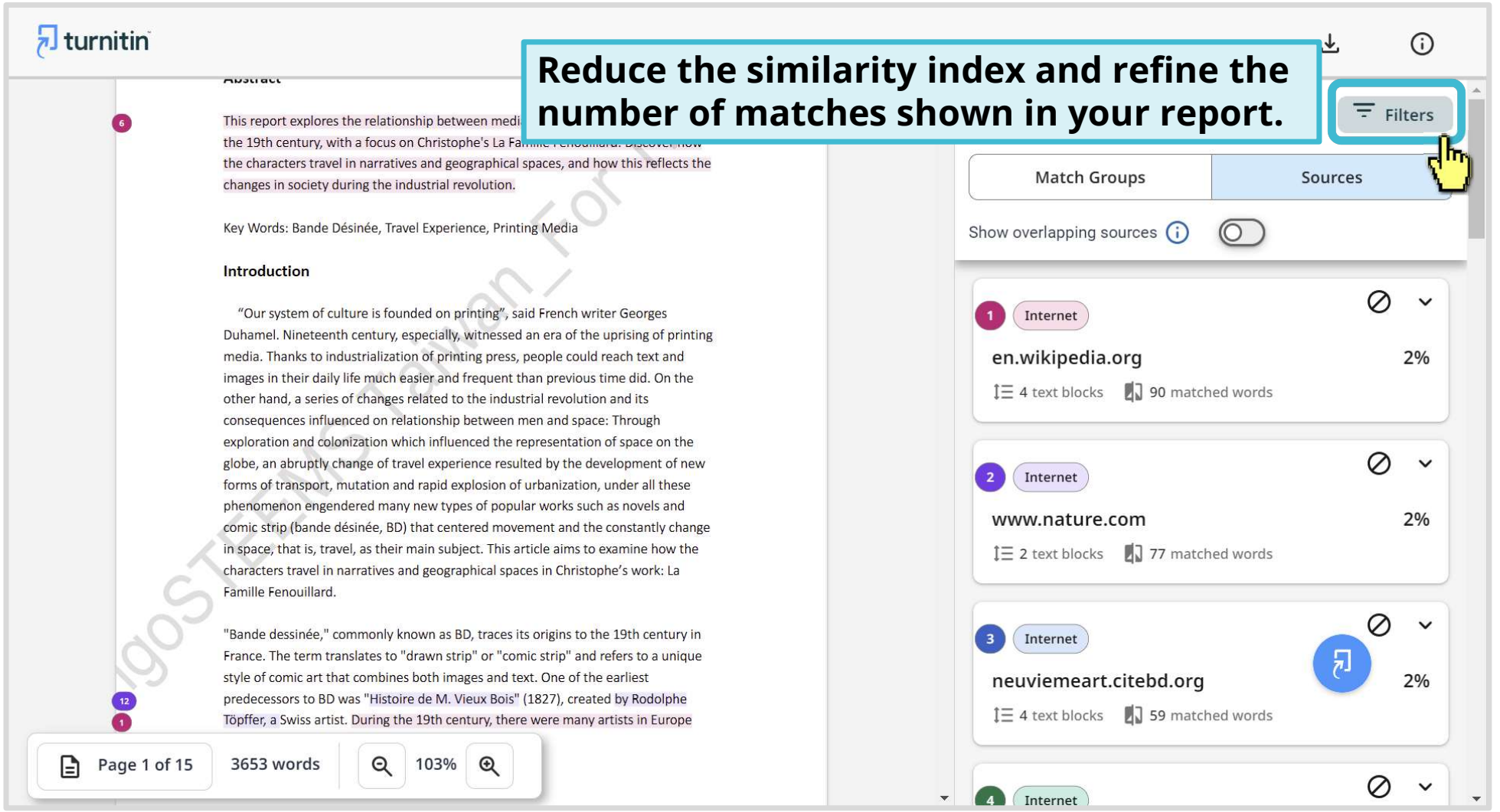


Restoring Excluded Content

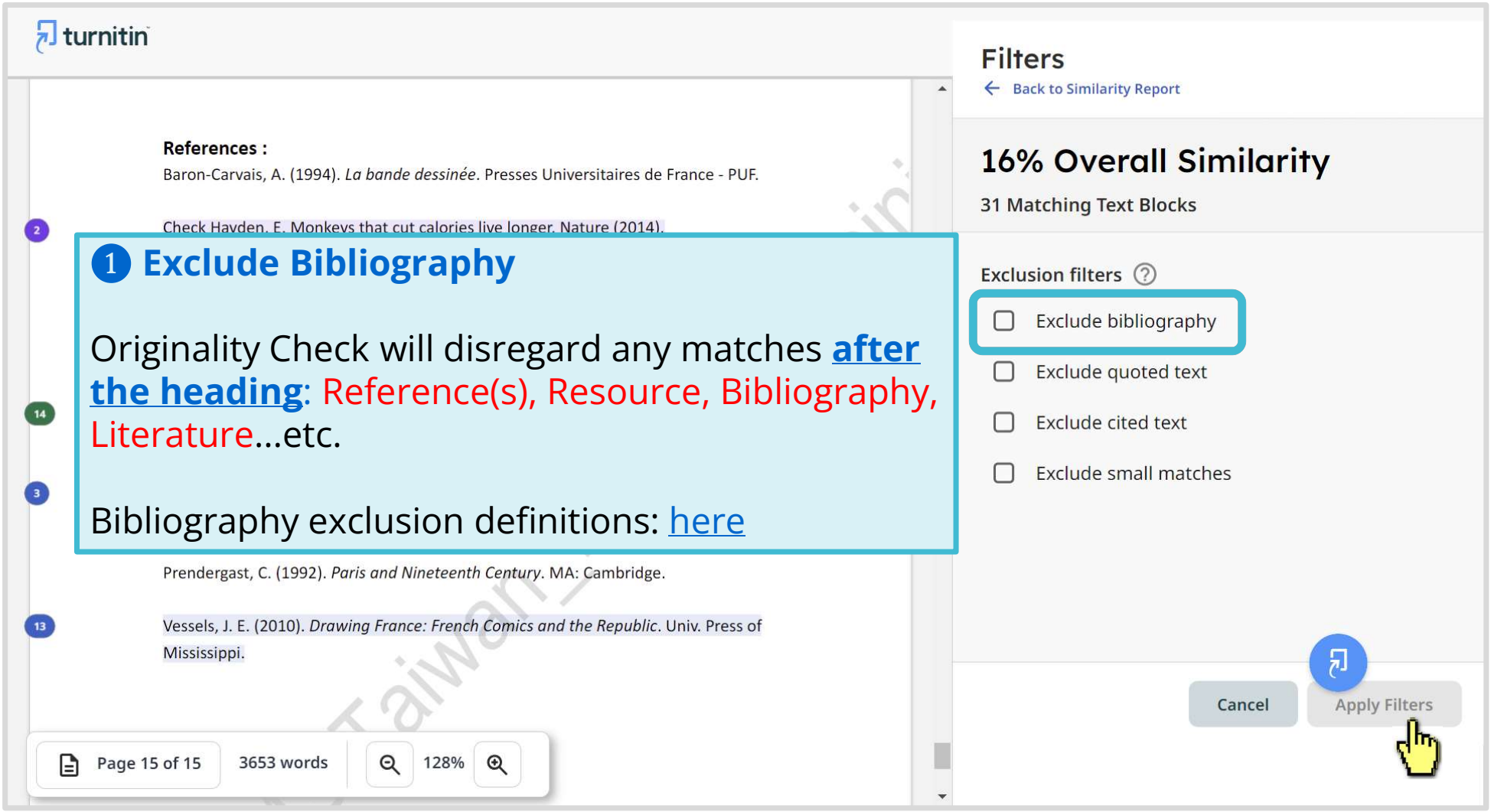


Filters and Settings

*The exclusion is temporary. The changes will not be kept after the report is closed.



Filters and Settings



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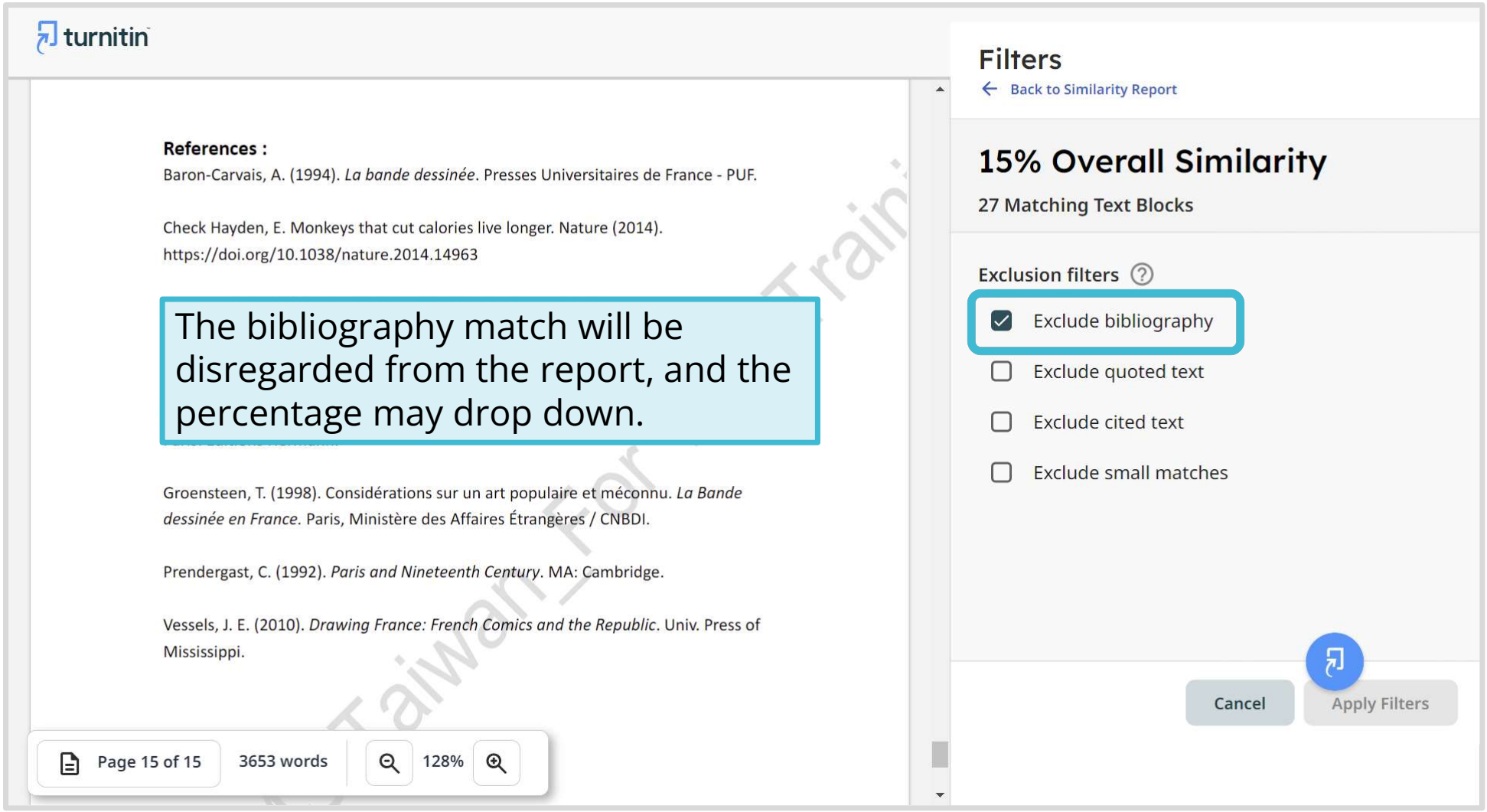

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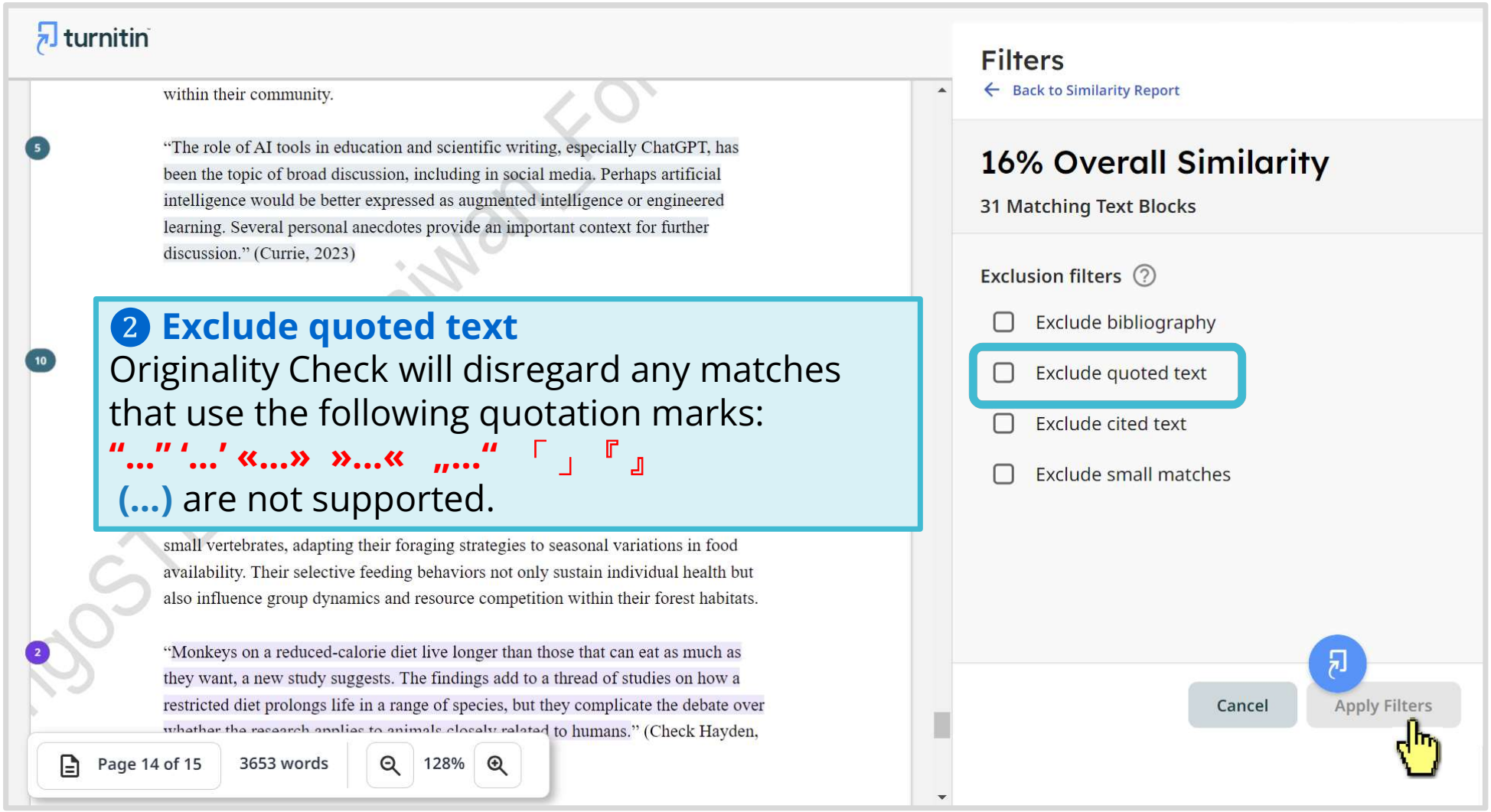
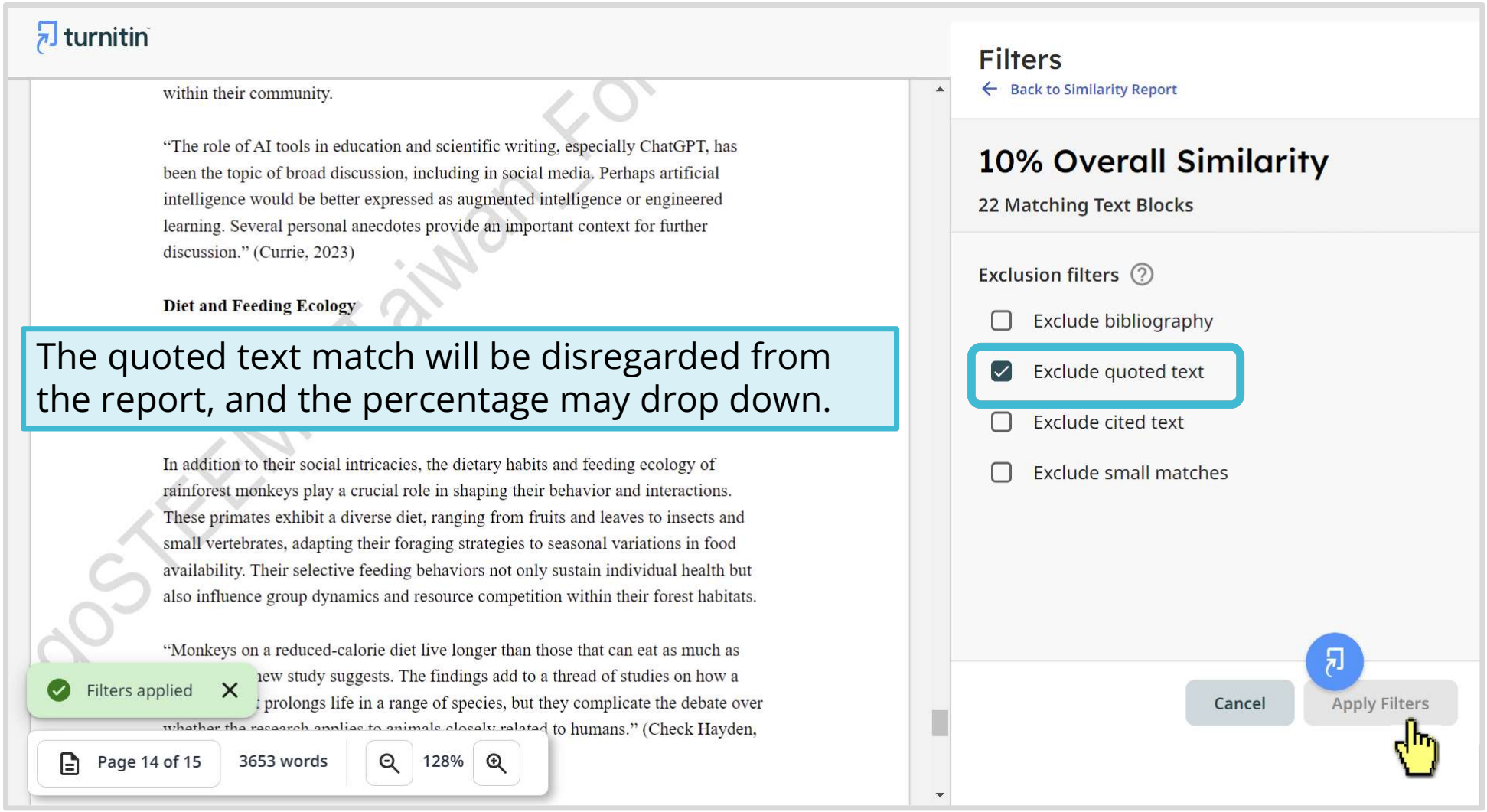
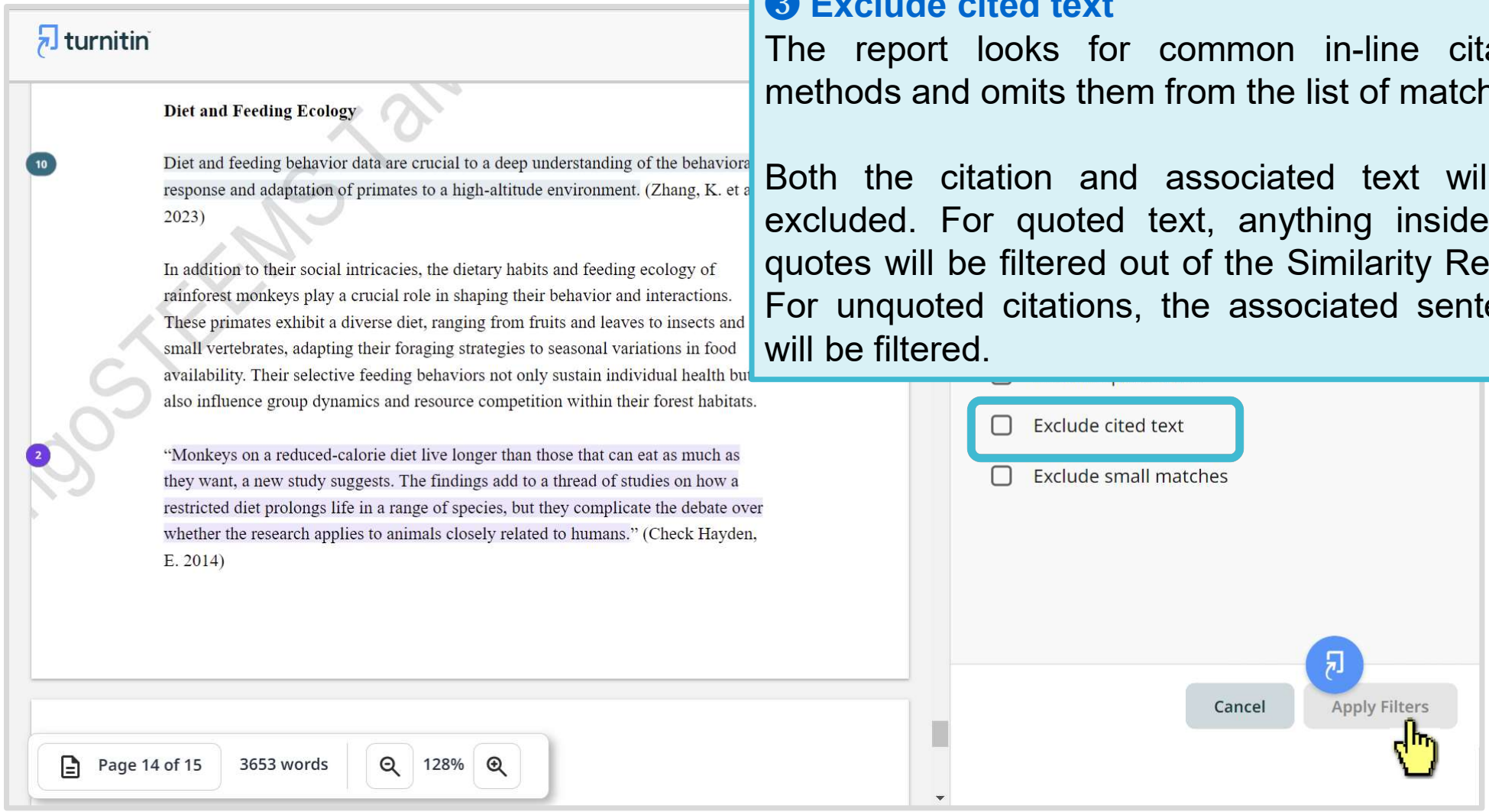


Filters and Settings



Filters and Settings

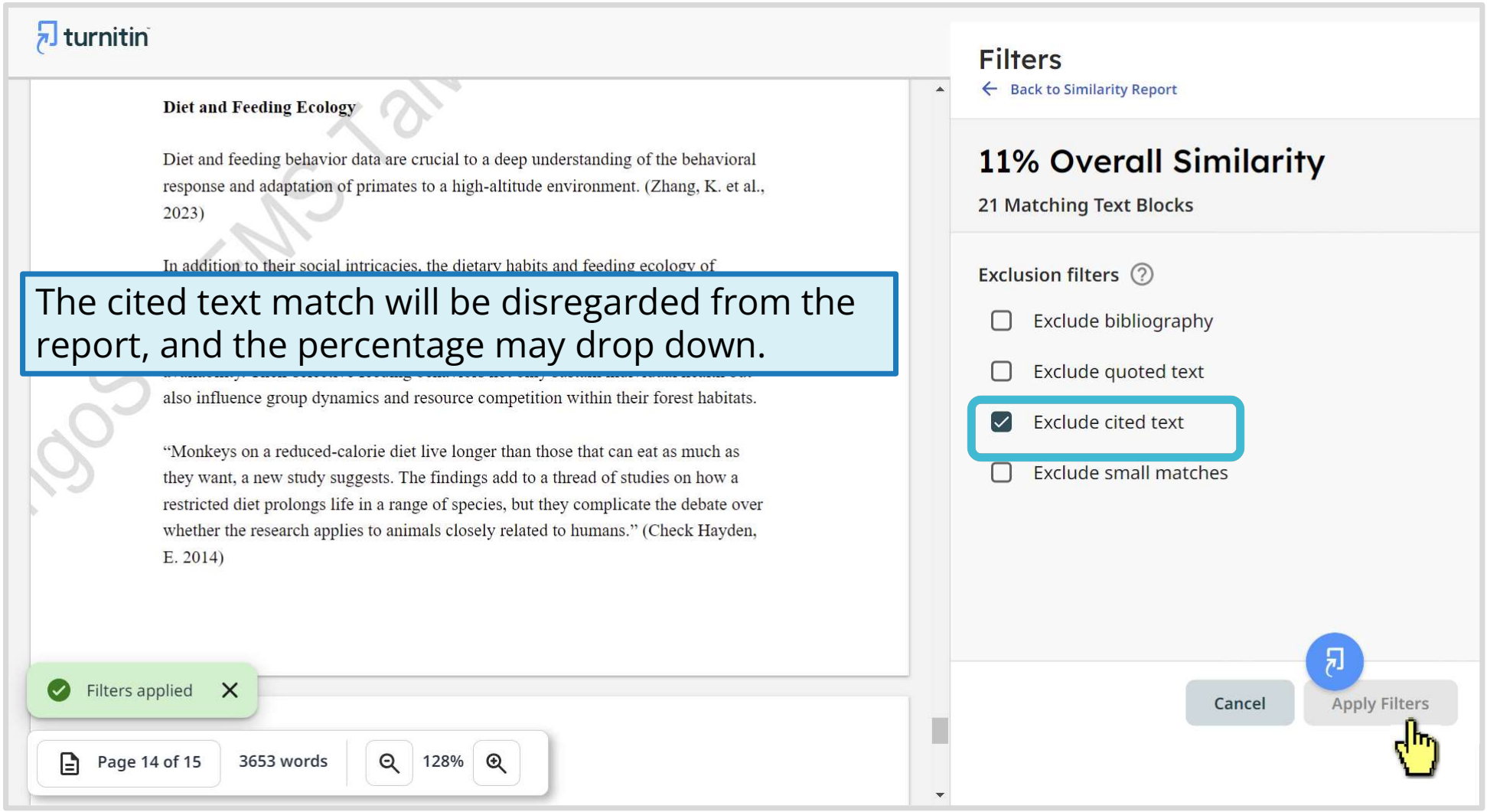


❸ Exclude cited text

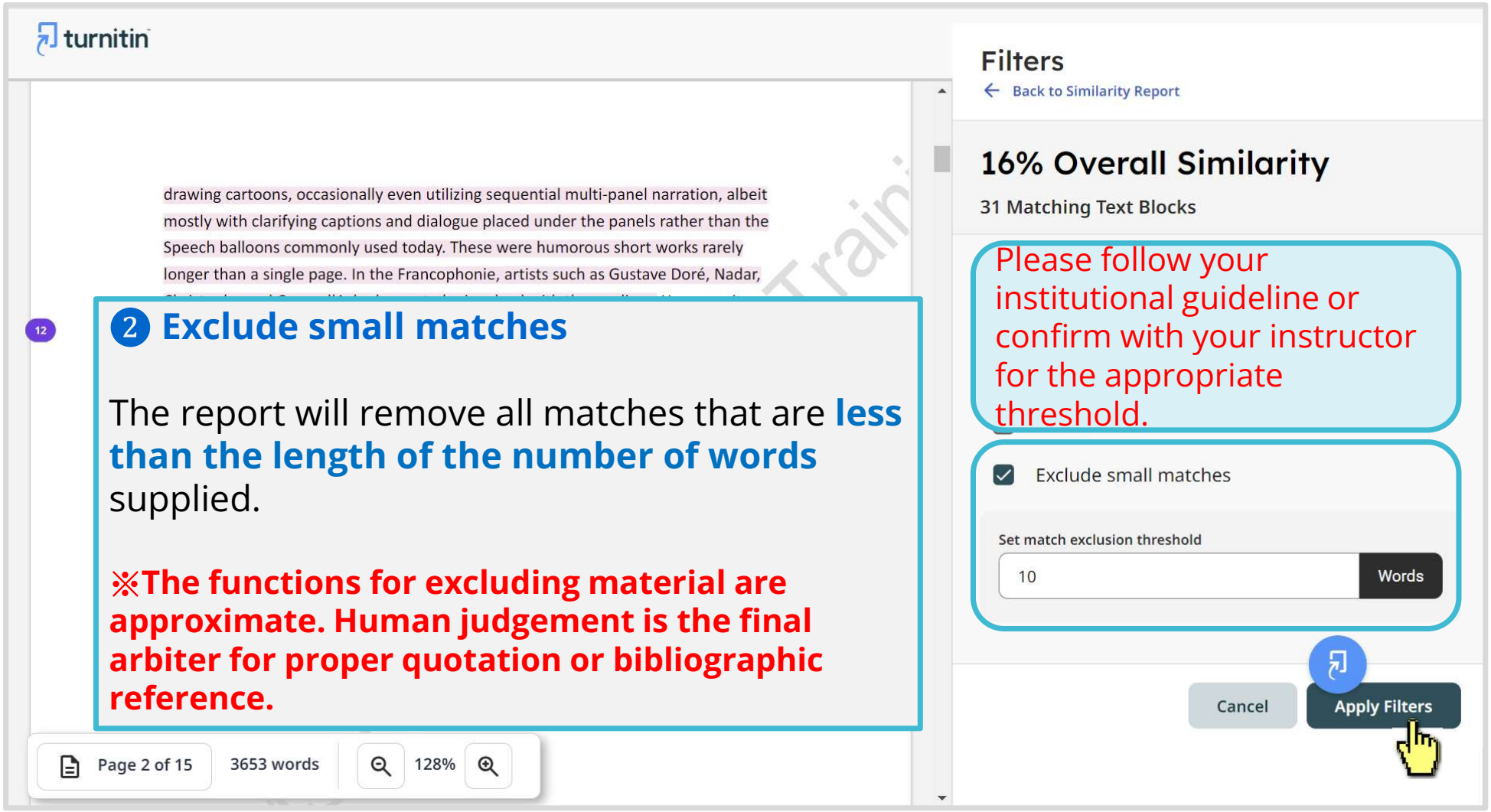
The report looks for common in-line citation methods and omits them from the list of matches.

Both the citation and associated text will be excluded. For quoted text, anything inside the quotes will be filtered out of the Similarity Report. For unquoted citations, the associated sentence will be filtered.

Filters and Settings



Filters and Settings



- **Could you tell me what percentage of Similarity score given by Turnitin is appropriate?**

  In my case, I got 19% from Turnitin, is it OK?

Turnitin is a Tool Detecting Text Similarities.

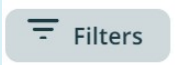
The similarity score is NOT the plagiarism indicator.
Human interpretation is always required.

High Similarity Score ≠ Plagiarism

It may include false positives. False positives could be:

- 1. Terms usually used in your field, grammatical terms, the names, affiliations, methods and methodology.
- 2. Reference list, properly cited and/or quoted text or text for which permission has been received.
- 3. Your own published paper or work stored in the Student Paper database.

Consult Your Instructor on Enhancing the Original Writing.

Rewrite the text. Or you may use the filter 

to reduce the similarity score. Your instructor can also help you permanently exclude certain sources from the report.

‘No Magic Number’

Based on the above circumstances, it is difficult to clearly define an ideal similarity score.

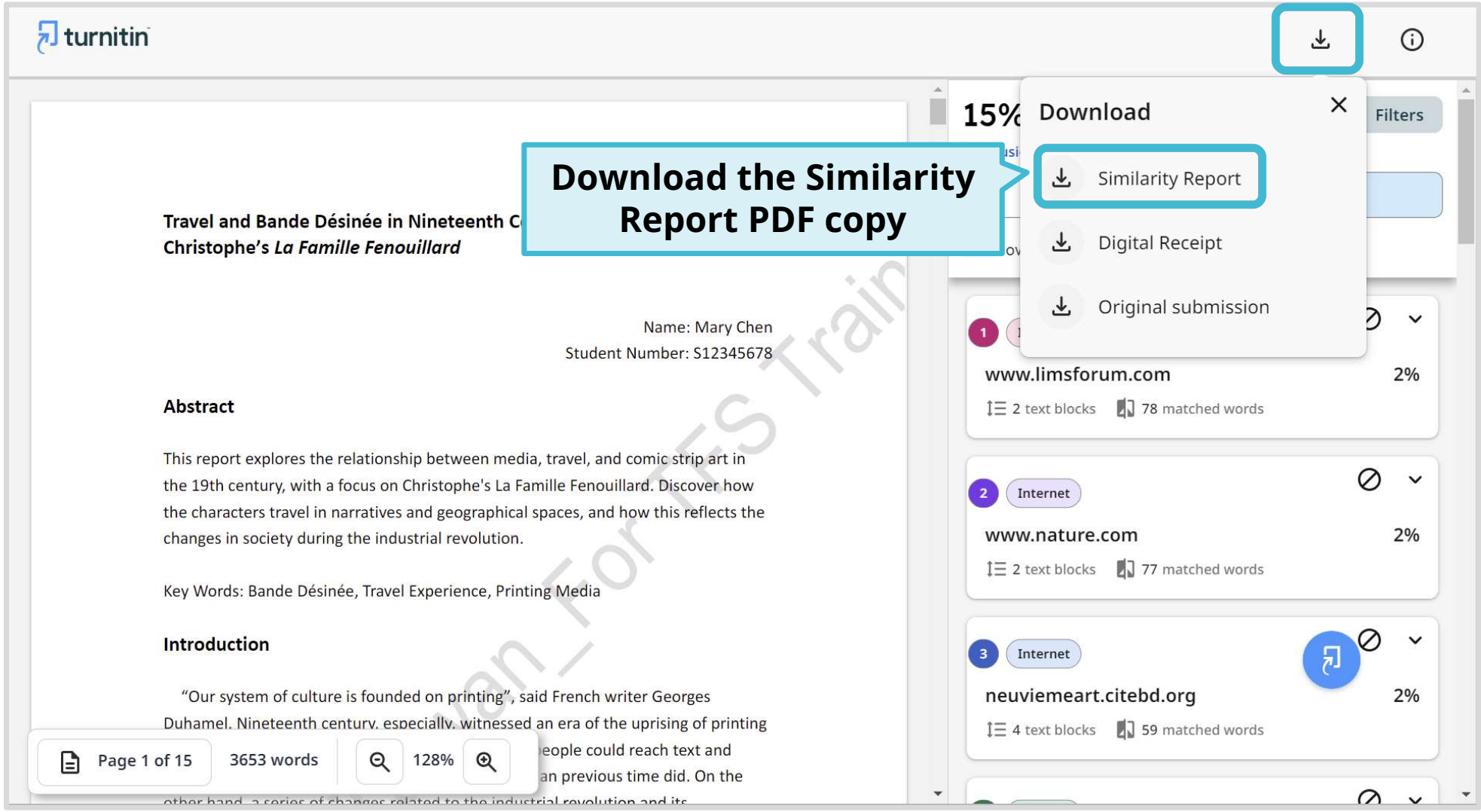
The best approach is to discuss the appropriate criteria with your department or your instructor/advisor.

Or you can refer to the publishing policy of publishers and journals. EX: IEEE.

User’s Guide for the IEEE CrossCheck Portal and Prohibited Authors List Database, https://www.ieee.org/content/dam/ieee-org/ieee/web/org/pubs/crosscheck_portal_users_guide.pdf

5. Downloading the Similarity Report

Downloading the Similarity Report



Similarity Report PDF Copy

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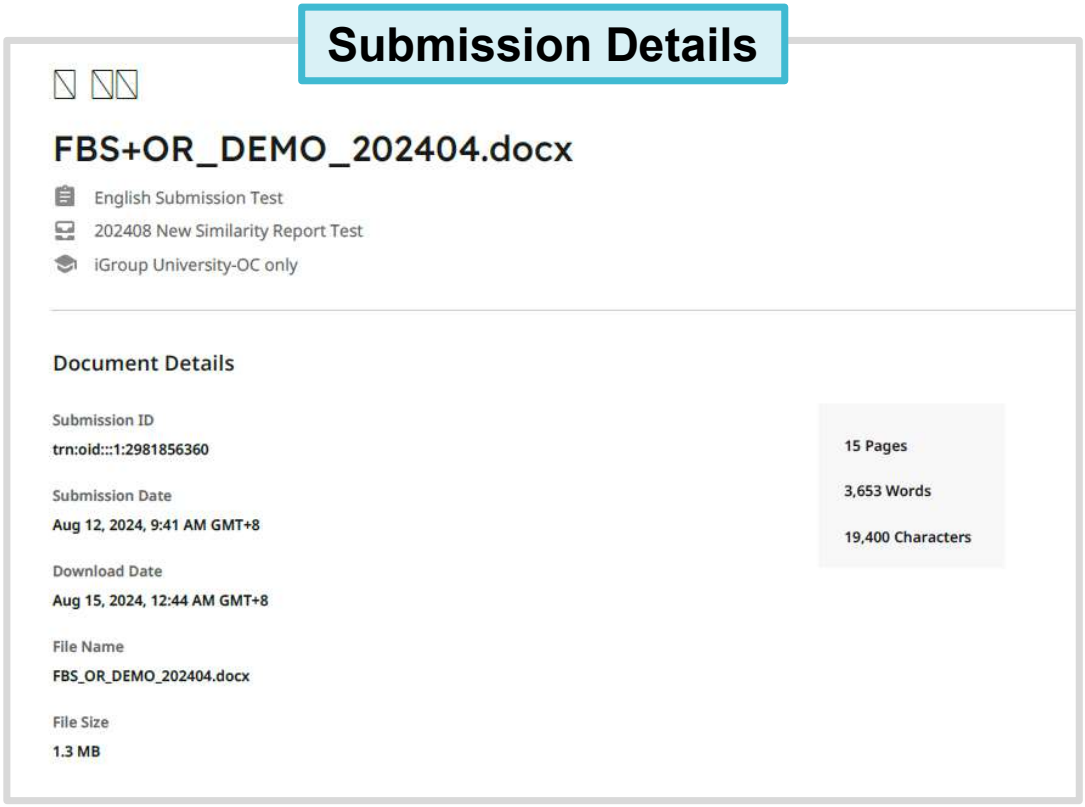

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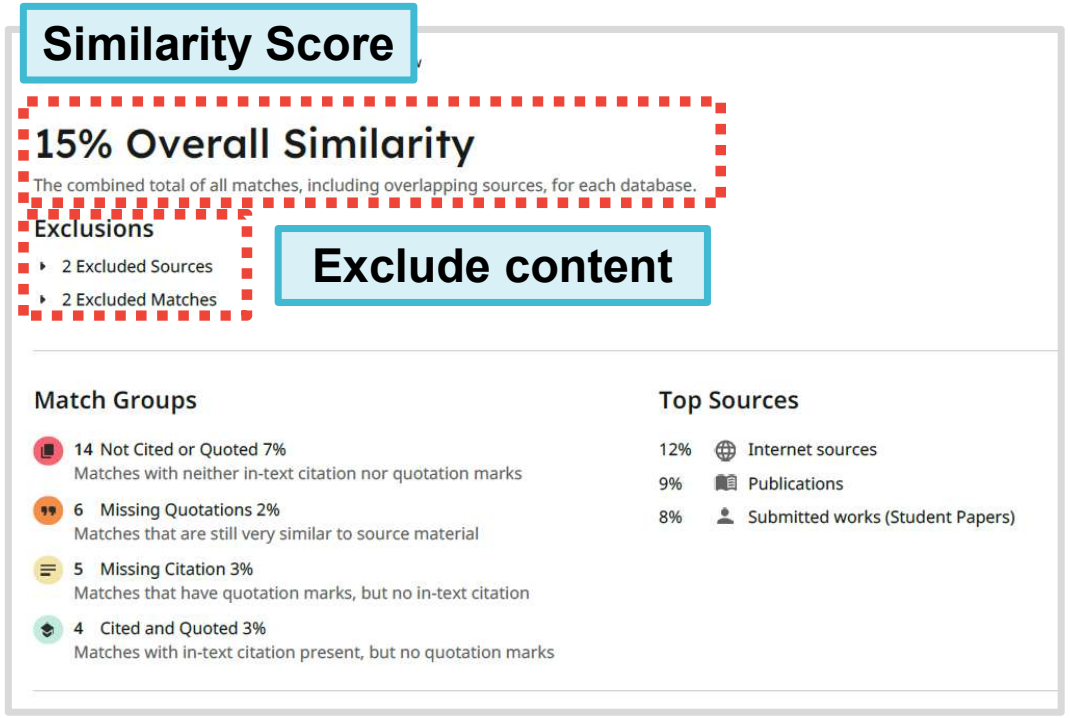


15% Overall Similarity
The combined total of all matches, including overlapping sources, for each database.

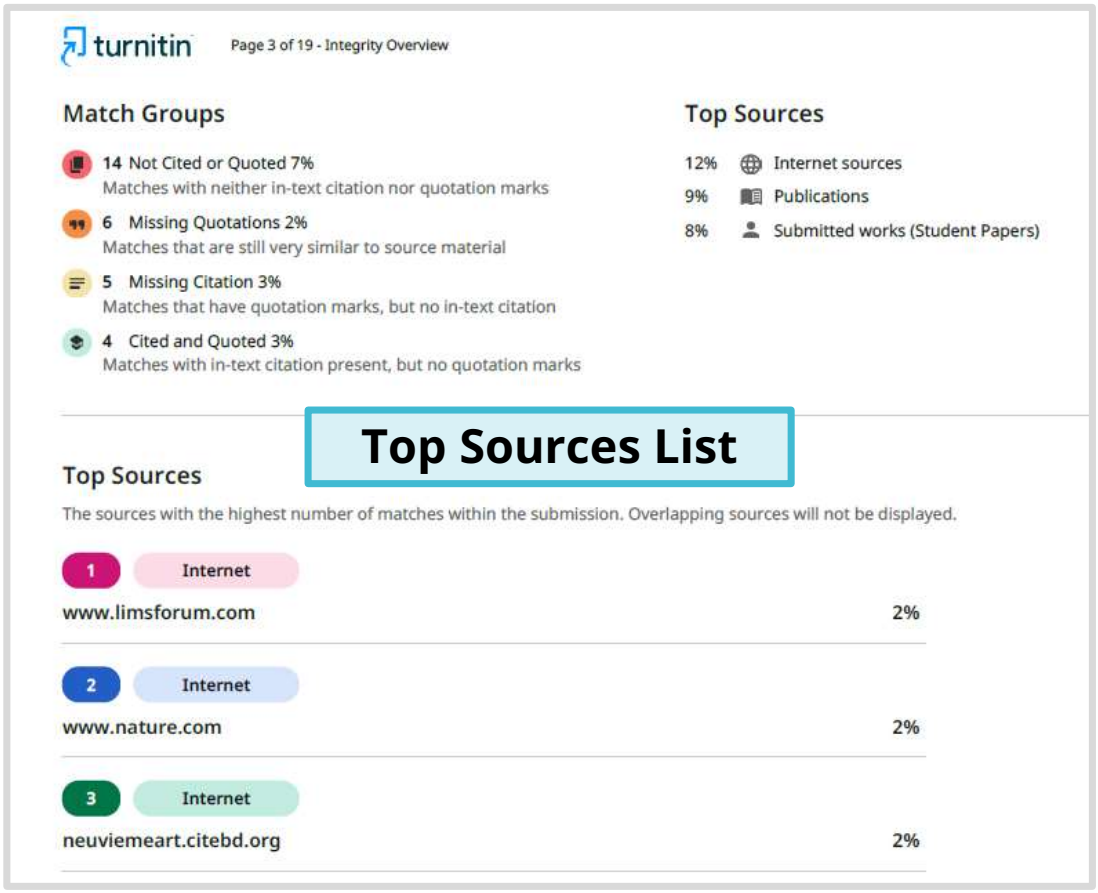
Exclusions
2 Excluded Sources
2 Excluded Matches

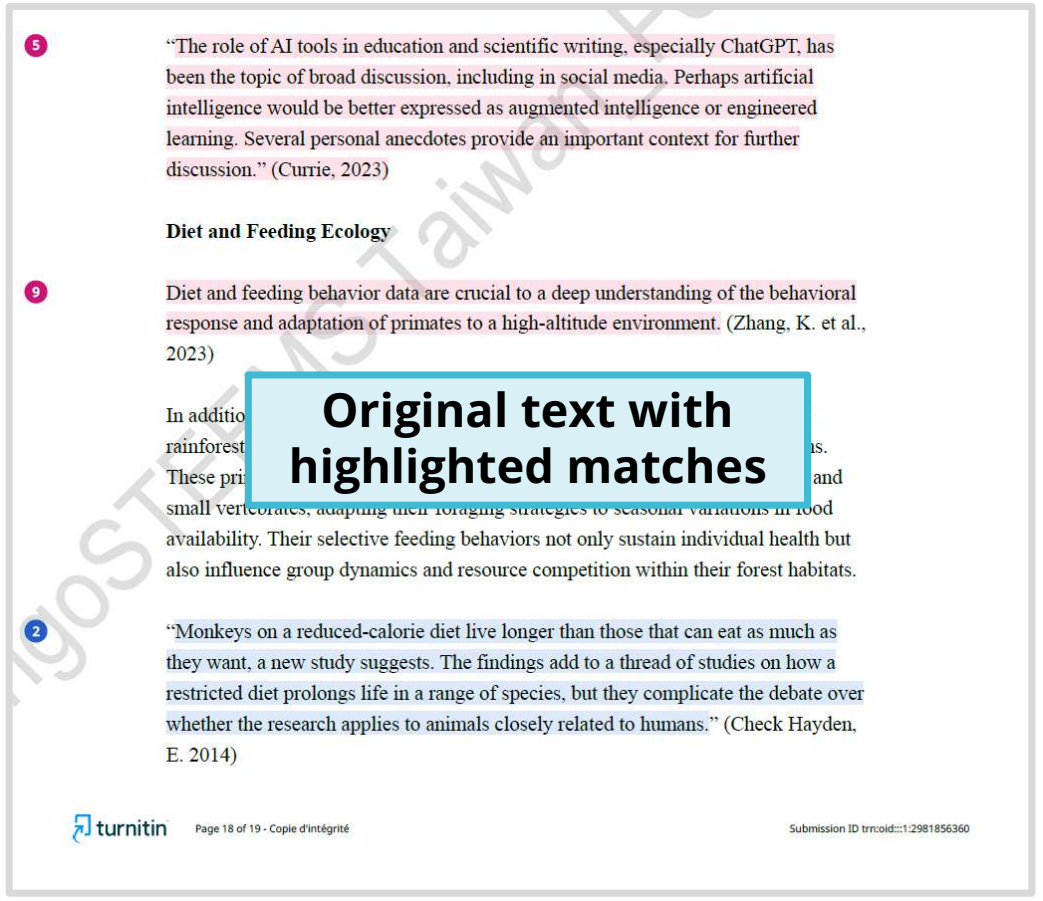
Exclude content

Match Groups
14 Not Cited or Quoted 7%
Matches with neither in-text citation nor quotation marks
6 Missing Quotations 2%
Matches that are still very similar to source material
5 Missing Citation 3%
Matches that have quotation marks, but no in-text citation
4 Cited and Quoted 3%
Matches with in-text citation present, but no quotation marks

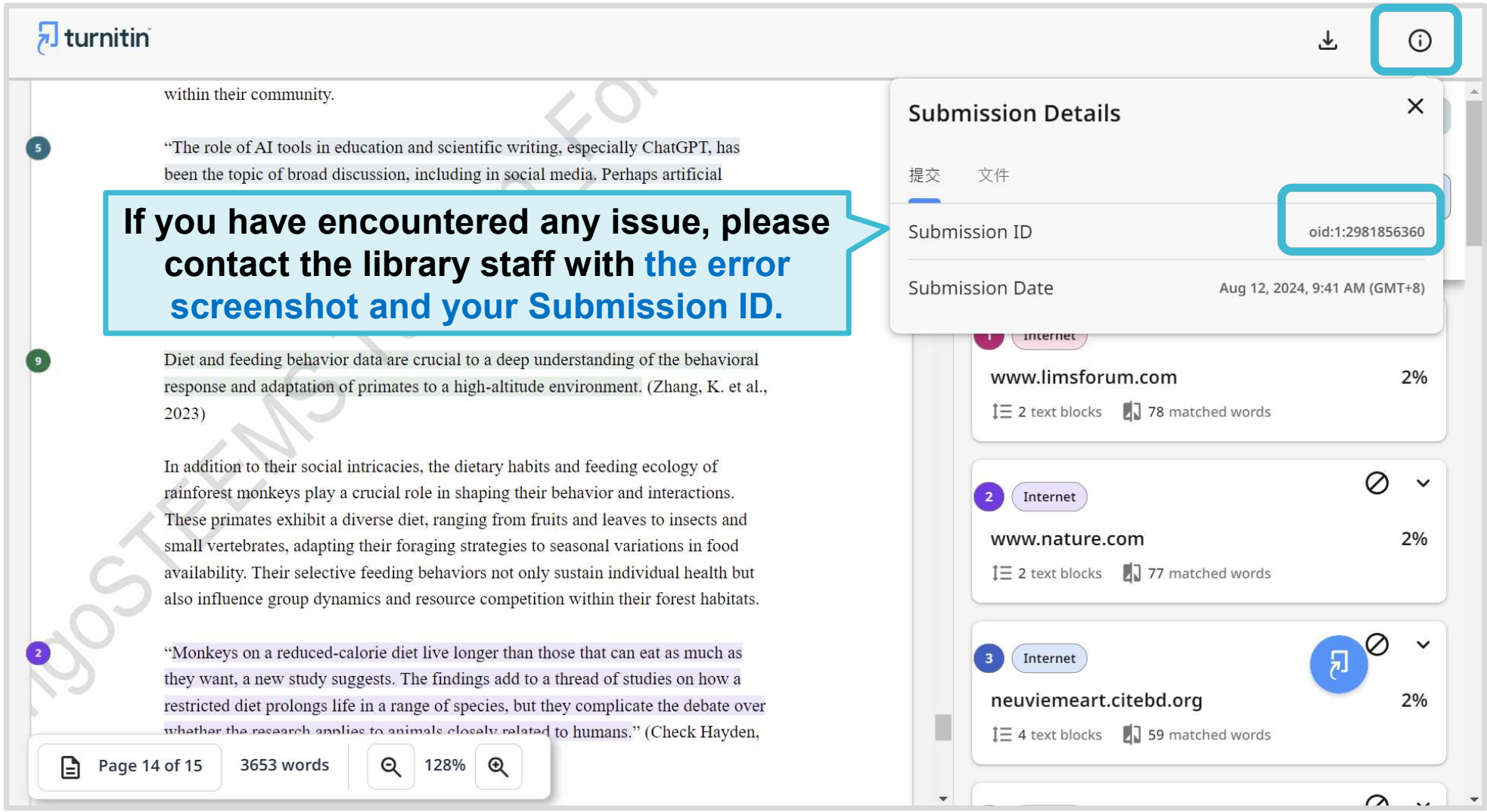
Top Sources
12% Internet sources
9% Publications
8% Submitted works (Student Papers)

Similarity Report PDF Copy

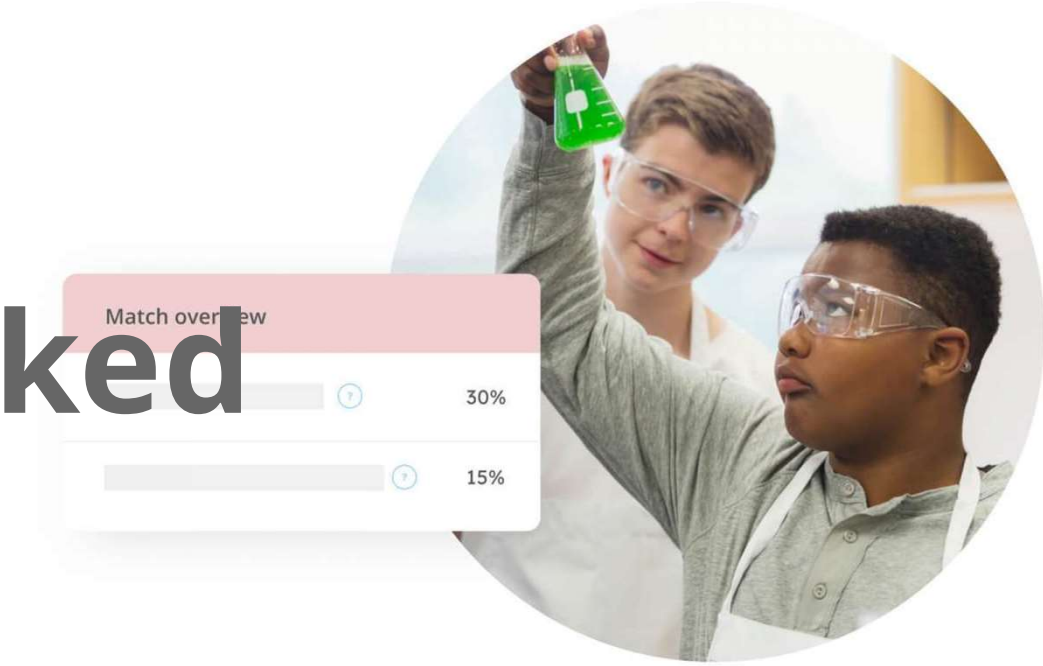




Submission Details



Frequent Asked Questions



- **1. I have been waiting for several hours but my similarity report is still “processing”?**

❶ Confirm the assignment setting with your instructor. Instructors may check the guidance here.

❷ If your paper
- contains lots of graphics and formulas
- is large to dozens of MBs
- has several hundred pages length

it will take comparatively longer to generate the report.

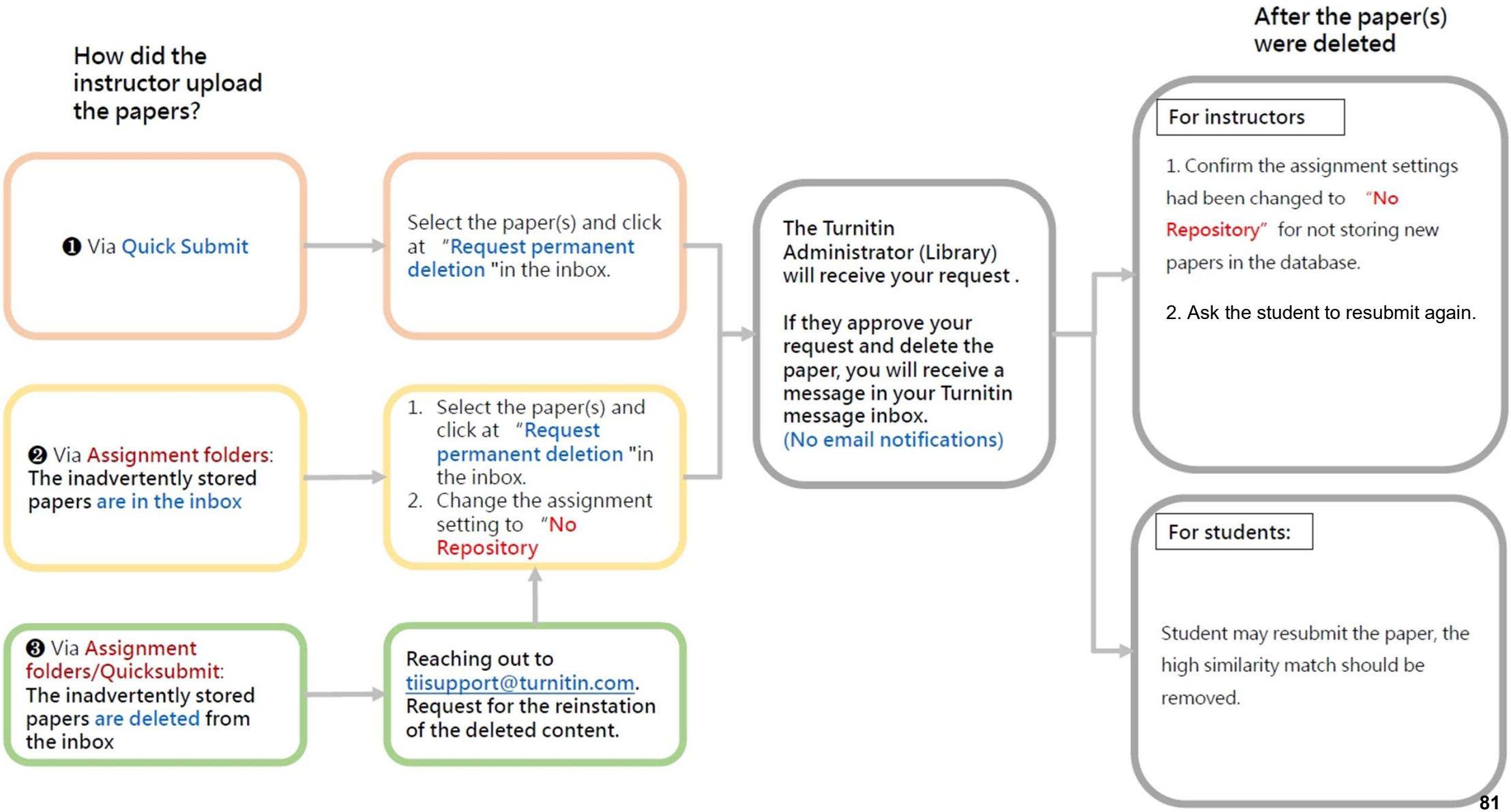
If you still can't see your report, please contact LSL staff along with your screenshot.

❸ If you submitted papers to the same assignment more than 3 times, you have to wait for 24 hours.

Consult your instructor for creating new assignment folders for you, to get similarity report within 24 hours.

2. I got a high similarity score, and the first matches are my previous drafts, what can I do?

-Match to Your published works: Paraphrase + Use the exclusion tool
-Match to drafts or assignment works stored in the database:
The instructor of that class can request for the permanent deletion of indexed papers


How did the instructor upload the papers?
❶ Via Quick Submit
Select the paper(s) and click at "Request permanent deletion "in the inbox.
❷ Via Assignment folders: The inadvertently stored papers are in the inbox
1. Select the paper(s) and click at "Request permanent deletion "in the inbox.
2. Change the assignment setting to "No Repository
❸ Via Assignment folders/Quicksubmit: The inadvertently stored papers are deleted from the inbox
Reaching out to tiisupport@turnitin.com. Request for the reinstation of the deleted content.
The Turnitin Administrator (Library) will receive your request .
If they approve your request and delete the paper, you will receive a message in your Turnitin message inbox.
(No email notifications)
After the paper(s) were deleted
For instructors
1. Confirm the assignment settings had been changed to "No Repository" for not storing new papers in the database.
2. Ask the student to resubmit again.
For students:
Student may resubmit the paper, the high similarity match should be removed.

Resources

1. Turnitin Support Center
https://helpcenter.turnitin.com/hc/en-us

2. Student Quick Guide (PDF)
https://guides.turnitin.com/hc/article_attachments/27581732546445

3. Student User Guide
https://guides.turnitin.com/hc/en-us/sections/23501400313741-The-Similarity-Report

4. English Tutorial Video
https://www.youtube.com/watch?v=oI-TrsyJvo4

Thank YOU

For more information, contact us at

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