

TURNITIN: CREATING AN ACCOUNT (STUDENT)

TO CREATE A USER PROFILE:

1. Go to www.turnitin.com and click on the "Create account" link next to the "Sign In" button
2. Click on the "student" link
3. The "Create a New Turnitin Student Account" form must be completed to create a new student user account
4. Enter the class ID number and the case sensitive Turnitin class enrollment password. Your class ID number and password are:

CLASS ID NUMBER: _____

PASSWORD: _____

5. Enter the user first name, last name, and a valid e-mail address to use as the login for Turnitin
6. Create a user password. The user password must be between six and twelve characters long and contain at least one letter and one number. Re-enter the password to confirm it
7. Select a secret question from the drop-down menu. Enter the answer for the question. Remember and keep this information. The answer is case and space sensitive
8. Review the user agreement. To continue using Turnitin, click on "I agree -- create profile"
9. From the completed user profile creation page, click on "Log in to Turnitin"

Note: If step 6 indicates that the e-mail provided is already in Turnitin, there is an existing profile under the e-mail you entered. Please use the Resetting Your Password instructions, if the password has been forgotten, to gain access to the user profile if you had a previously existing Turnitin user profile, or use an alternate e-mail address for your Turnitin access.

Click on the following link for video directions:

http://www.turnitin.com/en_us/training/student-training/creating-a-new-user-profile

TURNITIN: HOW TO SUBMIT A PAPER (STUDENT)

SUBMITTING A PAPER BY SINGLE FILE UPLOAD:

1. Start by clicking on the class name you would like to submit to after logging in to Turnitin
2. Click on the Submit button to the right of the assignment name
3. Select single file upload from the choose a paper submission method: pull down menu
4. Once the requirements for single file upload have been reviewed, students have a choice to upload a file from:
 - The computer
 - Dropbox
 - Or Google Drive

Click one of the submission buttons and then select the file

5. Click upload to upload the file. A status bar will appear displaying the upload progress
6. Review the preview panel. This is a text only version of the paper being uploaded. Confirm it is the correct version of the file to send
7. Click the "submit" button. Warning: This step must be completed, or the submission is not finished. The paper will not be available to the student or the instructor

After the submission has been completed on step 7 a digital receipt is displayed on screen. A copy is also sent via e-mail to the address for the user login. Save the receipt and the paper ID it contains, as this is proof of a completed submission.

The digital receipt contains a unique paper ID number, the name of the user profile submitting, the paper title given by the submitting party, the assignment title, and the e-mail address for the user submitting, as well as the body text of the file submitted.

If you need further assistance or tutorials, visit the Turnitin.com Student Training page:

http://www.turnitin.com/en_us/training/student-training