Doctoral Thesis

Similarity Detection Software. Turnitin User Manual

[Phd candidate]

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UAB Universitat Autònoma de Barcelona

In this user manual, we will briefly explain how to access Turnitin, a tool to detect similarities in a document (in this case, doctoral theses), and how to work with it.

Once logged in, you will find your class homepage with two exercises: one that will allow you to upload a draft of your thesis and detect possible similarities and another one where you can apply these actions to the final version of your thesis.

A. SET UP YOUR TURNITIN ACCOUNT

In order to start using this tool, you will need to receive a welcome email from the tool administrator. This email will be sent to your institutional account (@autonoma.cat or @uab.cat). Please review both accounts.
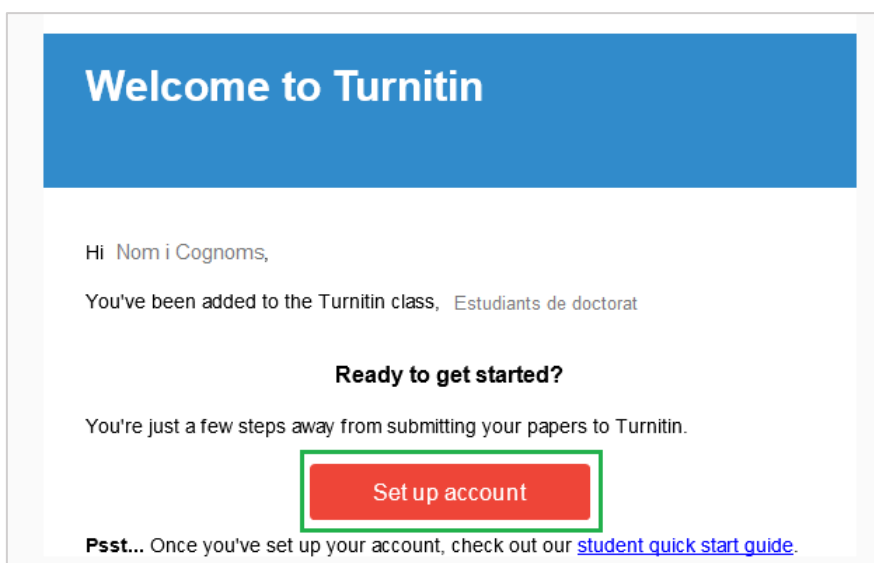
1. Activate your account by clicking **Set up account.**

2. The following screen will be displayed.

3. Enter the **institutional email account where you received the invitation** in the field **Email Address**.

NOTE. The email address needs to be the same to which the welcome email was sent.

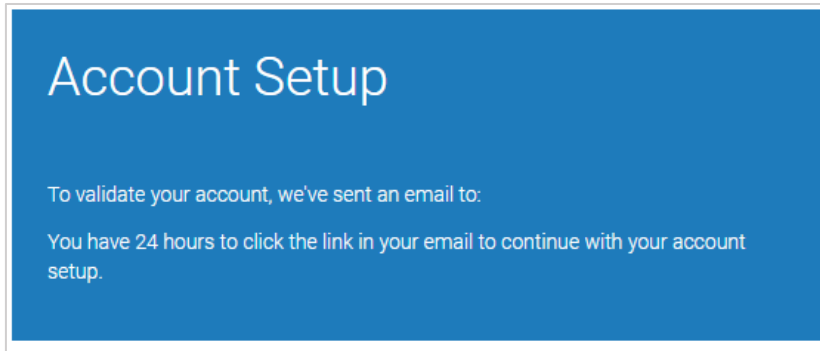4. In the field **Last Name or Family Name**, enter your surname.

NOTE. The surname needs to be spelled as in your Turnitin welcome email.

5. Click **Next**.

6. You will receive an email to validate your account.

Account Setup

To validate your account, we've sent an email to:

You have 24 hours to click the link in your email to continue with your account setup.

7. Check your inbox.
   In case you cannot find the validation email, please check your spam folder.

   Click the first link to create your Turnitin password.

Estimado   ,

Para finalizar la configuración de su cuenta de Turnitin, haga clic aquí para crear la contraseña.

Si tiene problemas al hacer clic en el vínculo suministrado, simplemente copie y pegue la siguiente URL en el navegador:

https://www.turnitin.com/login_reset.asp?lang=es&id=7a814f53718ce9c59c3399e68dfe7dd1&account_setup=1

¿Su vínculo caducó?

Su vínculo para crear la contraseña es válido por 24 horas. Si advierte que caducó, haga clic aquí para solicitar un nuevo vínculo.

Si tiene problemas al hacer clic en el vínculo suministrado, simplemente copie y pegue la siguiente URL en el navegador:

https://www.turnitin.com/password_reset1.asp?lang=es&account_setup=1

Gracias,

Turnitin

IMPORTANT. This password needs to be different from that associated to your NIU.

B. LOG IN TO YOUR CLASS HOMEPAGE

Once your account has been set up, follow these steps to start using the tool:

1. Go to https://www.turnitin.com/ and click **Login**.

2. Enter your institutional email address and your Turnitin password. Afterwards, click **Log in**.

Once logged in, the class homepage created for PhD candidates will be displayed.

When clicking to open it, a table with two lines will be displayed. Each line corresponds to one exercise, one submission:

a. **ESBORRANYS DE TESI** (thesis draft) - You can upload a draft of your thesis and detect similarities.

b. **DOCUMENT FINAL DE TESI** (thesis final version) - You can upload the final version of your thesis and detect similarities.
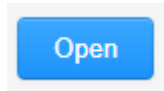

For each one you can also:

- See the due date for submissions.
- Open it to submit your work.

C. HOW TO SUBMIT A DOCUMENT AND DETECT SIMILARITIES

1. Click the folder where you wish to submit your wok.

2. Click **Open**.

3. Before you proceed,
   a. we advise checking that the file you'd like to submit will be accepted. Check out the accepted file types and sizes before you begin.
   b. check the assignment details by selecting the assignment title bar:
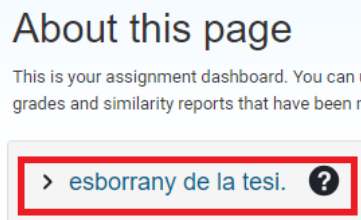
   c. Remember only a single file may be submitted to a Turnitin assignment. Any second or subsequent submission will overwrite the original submission in this assignment.

4. Upload it, either from your computer (do not forget to include the submission's title):

Either from Google Drive, OneDrive or Dropbox.
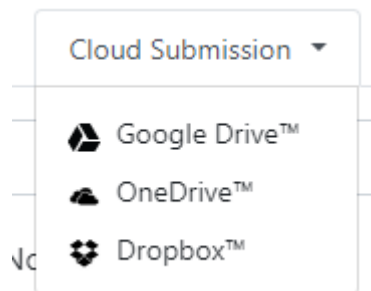
5. Click the **Upload and Review** button.
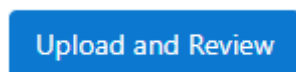
6. A brief resumé of the file you are to submit will be displayed.
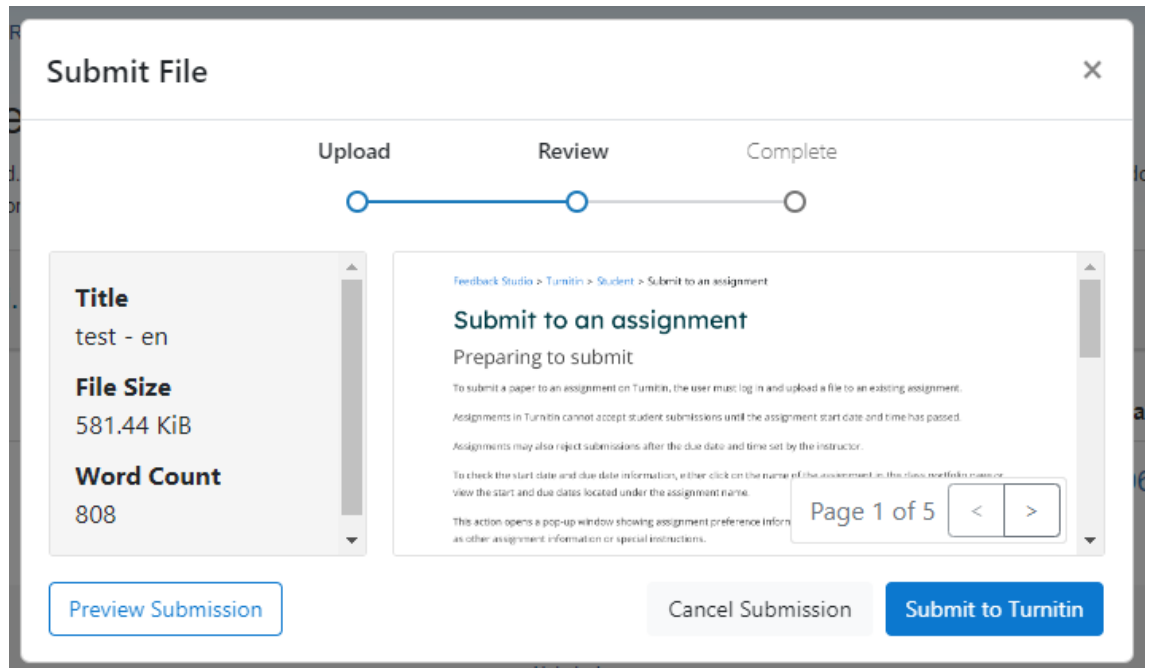
7. Before you submit you will have an opportunity to check that the file you are about to submit is correct.

8. If you are happy with the file, select **Submit to Turnitin** to submit your assignment.

9. A submission confirmation will be displayed. Please do not leave the page until you see this confirmation.

10. Once the analysis has been completed, the following information will be displayed.
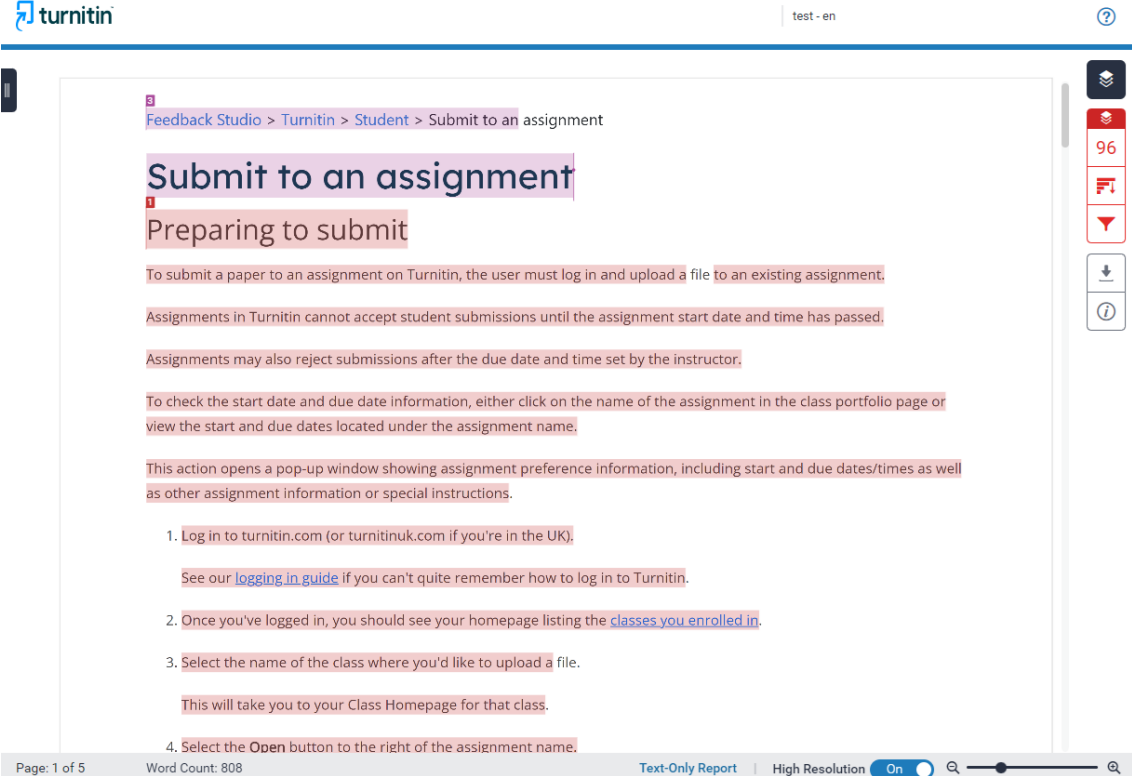
11. To see the results, click the %.

12. A new screen will pop up with the submission and the similarities detected (it can take a while).

13. Click the number to see the whole information.

To see more details, click the source.

14. Click the filter icon to see all sources.
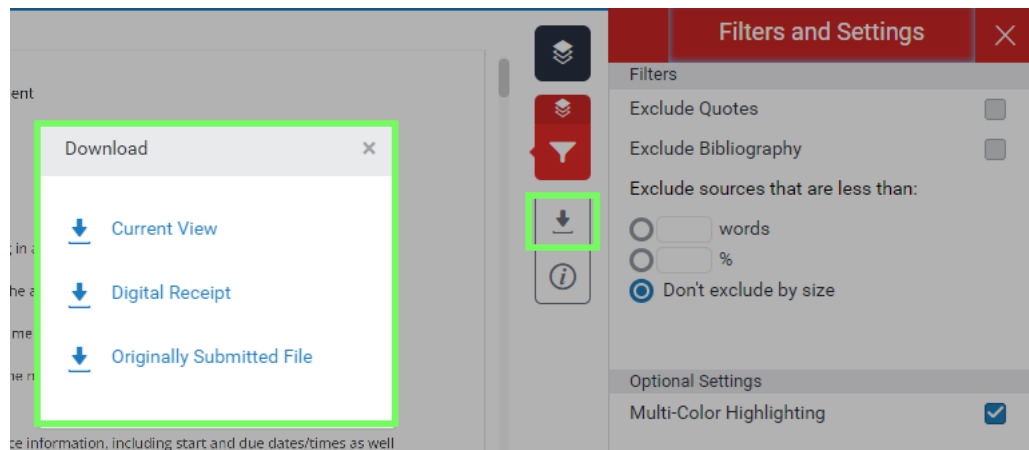
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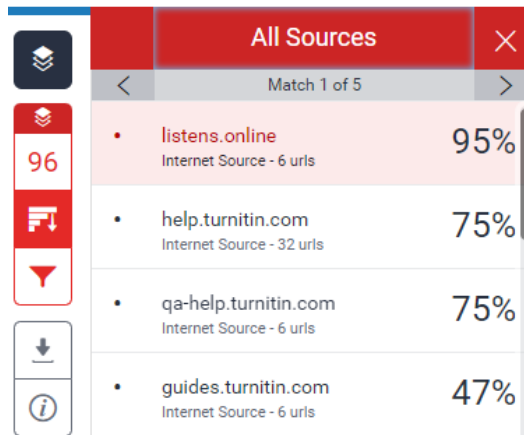
15. You can add some filters to see more or less sources.
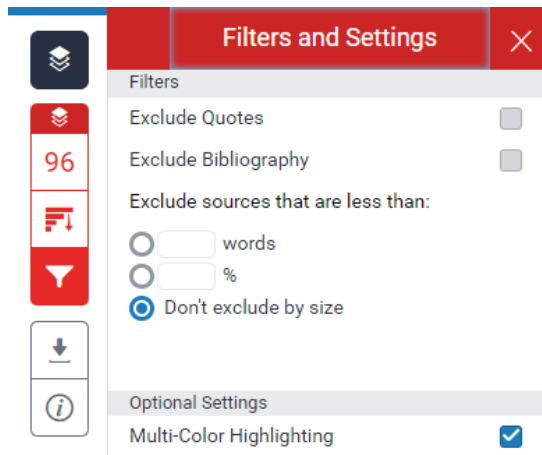
IMPORTANT. These filters only affect the way the information is displayed not the final similarity results.

16. To download the current view, the digital receipt of your submission or the originally submitted file, click the arrow (icon for download).

17. Once the file has been submitted, you can submit it again by clicking.

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   IMPORTANT. Please bear in mind that when resubmitting a file, the previous one is overwritten. If you want to keep the first analysis result, download it and save it to your computer before resubmission.

18. The submitted document can be downloaded by clicking the icon for download.

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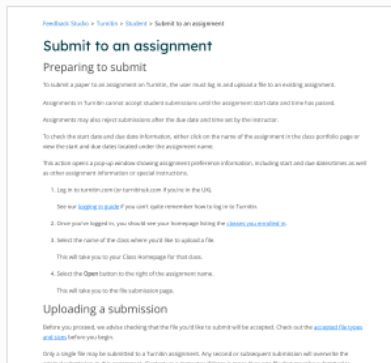19. The Digital Receipt can be downloaded by clicking the icon

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Digital Receipt

This receipt acknowledges that Turnitin received your paper. Below you will find the receipt information regarding your submission.

The first page of your submissions is displayed below.

Submission author:	
Assignment title:	esborrany de la tesi.
Submission title:	test - en
File name:	Submit_to_an_assignment.pdf
File size:	581.44K
Page count:	5
Word count:	808
Character count:	3,879
Submission date:	21-May-2024 03:31PM (UTC+0200)
Submission ID:	2379077524