Turnitin User Guide-Quick Submit for Instructor

2023

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Quick Submit

➢ The quick submit feature allows instructors to submit papers and receive Similarity Reports without creating a class or an assignment.

➢ Quick submit should not be used if the instructor desires to have students submit their own papers or plans on using features including Peer Review, GradeMark, or GradeBook.

➢ Please Note: Quick Submit will be changing to eliminate bulk upload, ensure no translated matching is applied, and possibly cap number of submissions on a daily/weekly/monthly basis.

Turnitin Account Registration

Instructor account is set up by the administrator. Teachers will receive a registration email sent by Turnitin system. Please follow the instruction to finish the registration.

② Account Setup

To validate your account, we've sent an email to: vicky@igroup.com.cn

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

① Account Setup

To set up your account, please enter your email address and last name or family name.

Email Address

Last Name or Family Name

You can find this information in your Turnitin welcome email.

If you no longer have access to this email, ask your Turnitin instructor to look up your email address. If you are an instructor, please refer to your Turnitin administrator for this information.

Next

③ Create Your Password

To finish setting up your account, please enter a password.

Your password must be between 6 and 12 characters in length, containing at least one letter and one number.
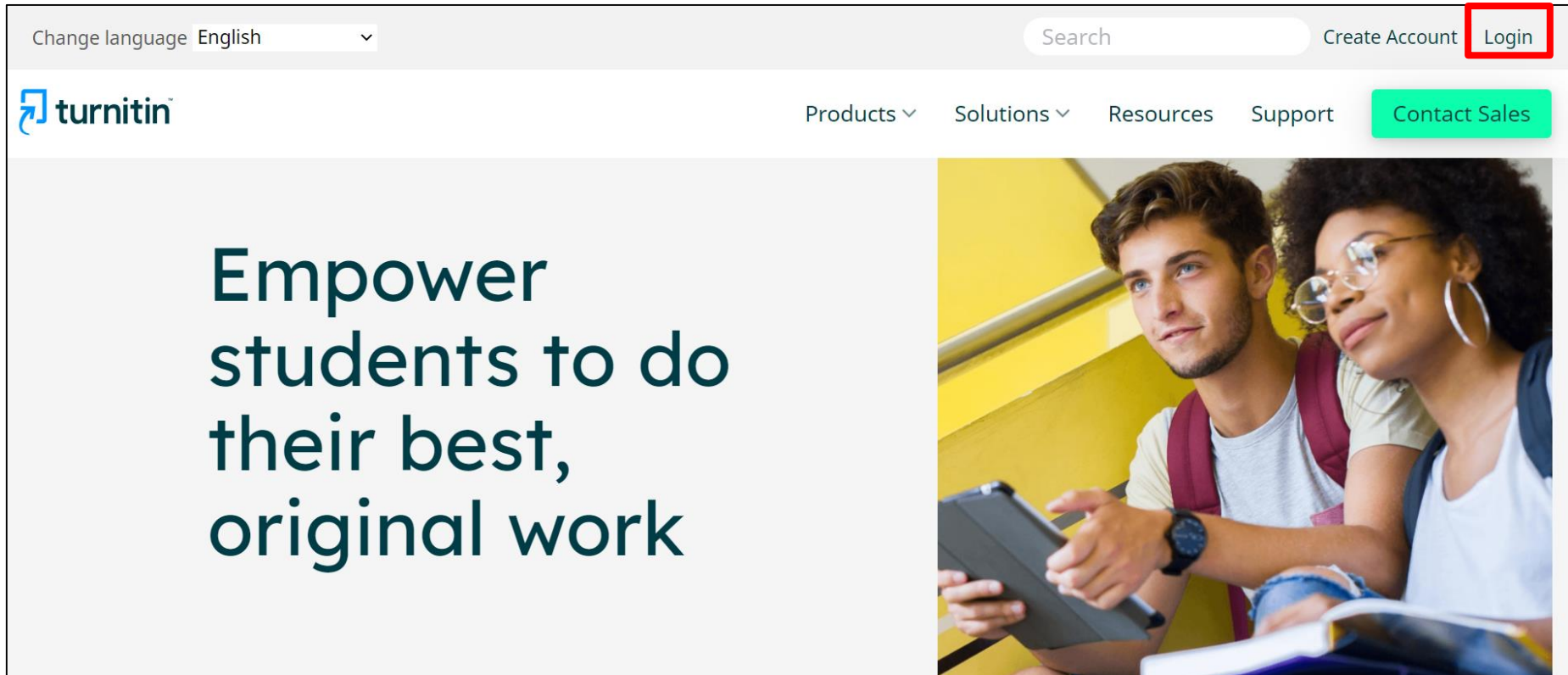
Password

Confirm Password

Create Password Cancel

④ Login, Set up your secret question & Agree to the End User License Agreement

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Access website: www.turnitin.com

or directly use Login Link:
https://www.turnitin.com/login_page.asp?

Activating quick submit

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(1) To activate quick submit, click **User Info** from the top of the instructor homepage.

| ██████ | User Info | Messages (1 new) | Instructor ▼ | English ▼ | Community | ⑦ Help | Log... |

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All Classes   Join Account (TA)   **(3)** Quick Submit

NOW VIEWING: HOME

The **quick submit** tab will appear on the instructor homepage

...eate a class, click the "Add Class" button. To display a class's assignm... ...me.

On the preferences page, select **yes** from the **activate quick submit** drop-down menu.
And click "Submit" button at the bottom of the page to save the setting.

(2) Account Settings ⚙

Feedback Studio
[On ⇕] Learn more

Default user type
[Instructor ⬦]

Default submission type
[Single file upload ⬦]

Activate quick submit
✓ No
Yes

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Submitting via quick submit

Submitting via quick submit

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About this page
To customize your search, select from the available databases below.

Customize Your Search

To customize your search targets, select the databases you would like to include when comparing papers submitted to this assignment. Click submit to add the assignment to your class homepage.

☑ **Search the internet**
Includes the current content of relevant internet sources, and also contains content no longer available on the live internet that we have stored in our proprietary database.

☑ **Search student papers**
Includes papers submitted to Turnitin. This database contains millions of documents.

☑ **Search periodicals, journals, & publications**
Includes content contained within licensed commercial databases; includes many popular periodicals, publications, and academic journals.

☐ **Search the iGroup**
Includes all papers submitted to the iGroup.

Submit papers to: ❓
[no repository ▼]

[Submit]

Select the databases that the submitted paper or papers will be checked against.

Suggestion: Choose the first 3 search options at least.

choose which repository you'd like the papers you are submitting to be stored in. If you don't want the paper to be stored choose **No Repository**.

Submitting via quick submit

| All Classes | Join Account (TA) | Quick Submit |

NOW VIEWING: HOME > QUICK SUBMIT

Submit: Single File Upload ▾

STEP ● ○ ○

First name

Last name

Submission title

> Input the author name and the title of the paper.

The file you are submitting will not be added to any repository.

> Make sure the repository info is exactly the same as your choice.

What can I submit?

Choose the file you want to upload to Turnitin:

Choose from this computer

Choose from Dropbox

Choose from Google Drive
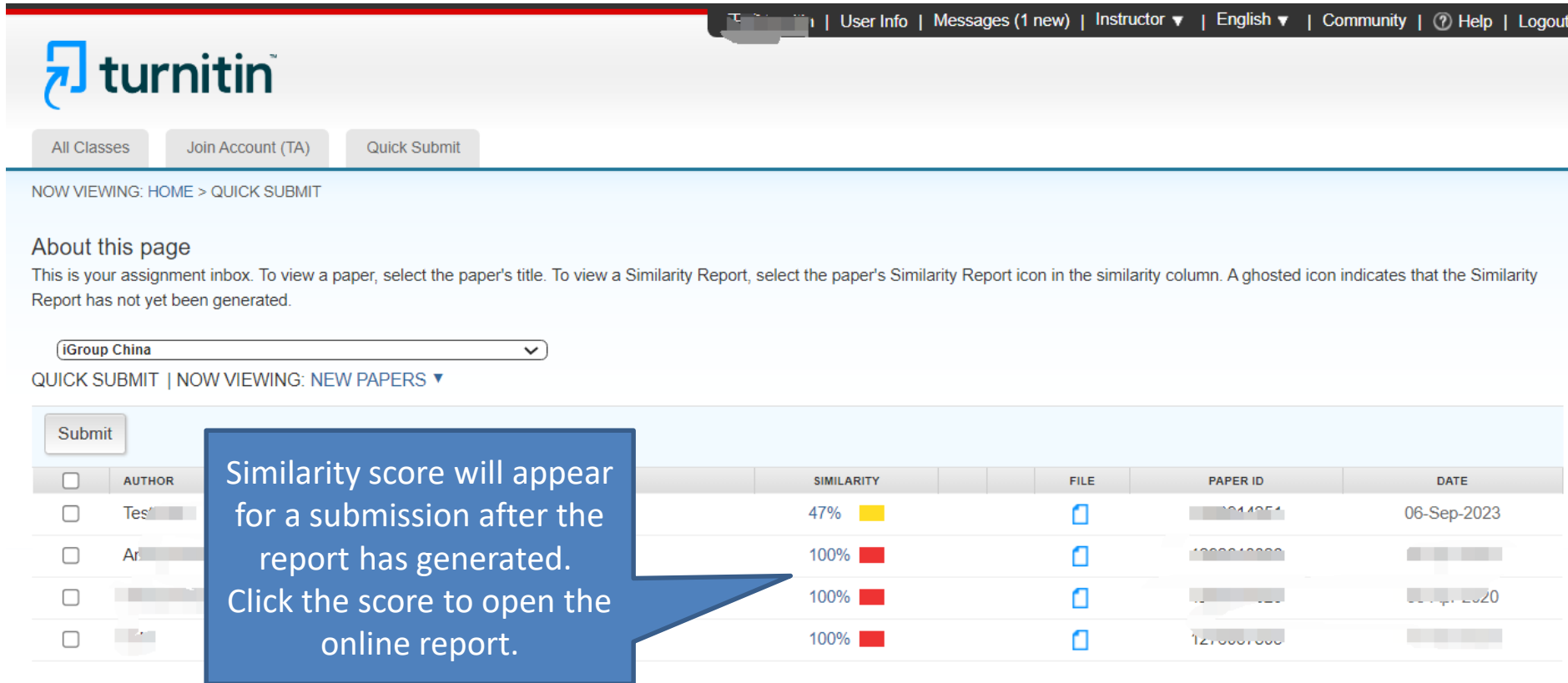
> choose file and Upload

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

Upload   Cancel

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Check the Similarity Report

The similarity score is a percentage of the paper's matches to other sources; it is not an assessment of whether the paper includes plagiarized material. The similarity report is a tool for user to easily find matches or similar text within submitted work.

Viewing Similarity Matches

The Match Overview gives you a breakdown of all the matches that have been found on a paper, ordered by highest similarity match to lowest.

Matched content are highlighted in the different colors.

The Goliath of the Sea

The majestic blue whale, the goliath of the sea, certainly stands alone within the animal kingdom for its adaptations beyond its massive size. At 30 metres (98 ft) in length and 190 tonnes (210 short tons) or more in weight, it is the largest existing animal and the heaviest that has ever existed. Despite their incomparable mass, aggressive hunting in the 1900s by whalers seeking whale oil drove them to the brink of extinction. But there are other reasons for why they are now so endangered.

The blue whale's common name derives from bluish-hue that covers the upper side of it its Latin designation is Balaenoptera musculus. The blue whale belongs to the Mysticeti of cetaceans, also known as baleen whales, which means they have fringed plates of fingernail-like material, called baleen, attached to their upper jaws. Blue whales feed almost exclusively on krill, though they also take small numbers of copepods. An adult blue whale can eat up to 40 million krill in

Blue Whale - Balaenoptera Musculus

Match Overview

63%

Match 4 of 4

1	en.wikipedia.org Internet Source	30% >
2	www.scribd.com Internet Source	23% >
3	animals-partner.blogsp... Internet Source	6% >
4	answers.yahoo.com Internet Source	4% >

All matches are displayed within the Match Overview side panel. A list of matches will be displayed in descending order.

Page: 1 of 2   Word Count: 517

Want to learn more about Feedback Studio for your classroom?   **Schedule a Consultation**

Viewing Similarity Matches

Check the Similarity Report

Simply select the Flag to view any inconsistencies that would set it apart from a normal submission.

Excluding Sources

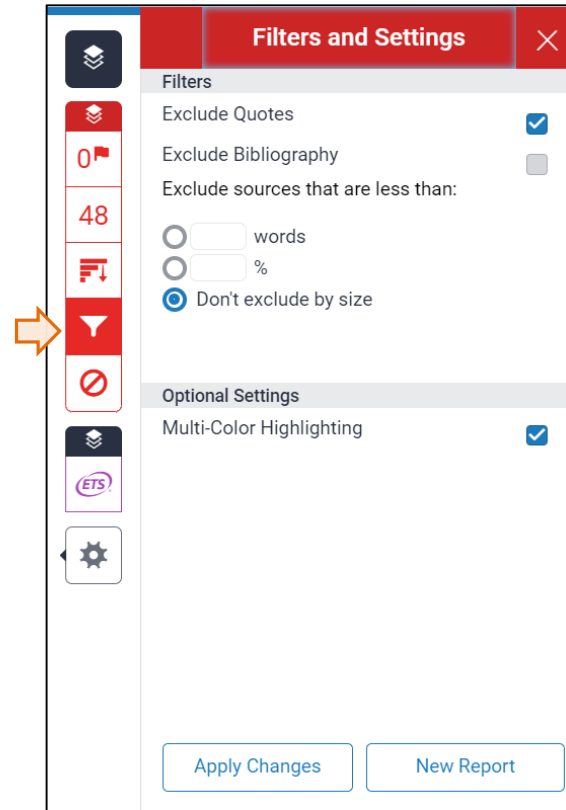**Exclude one/multiple sources**
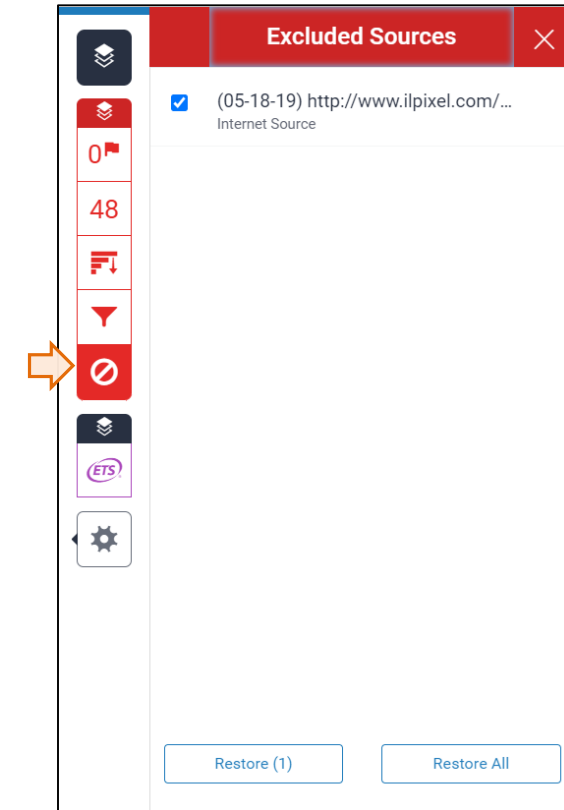
Refine the Similarity Report
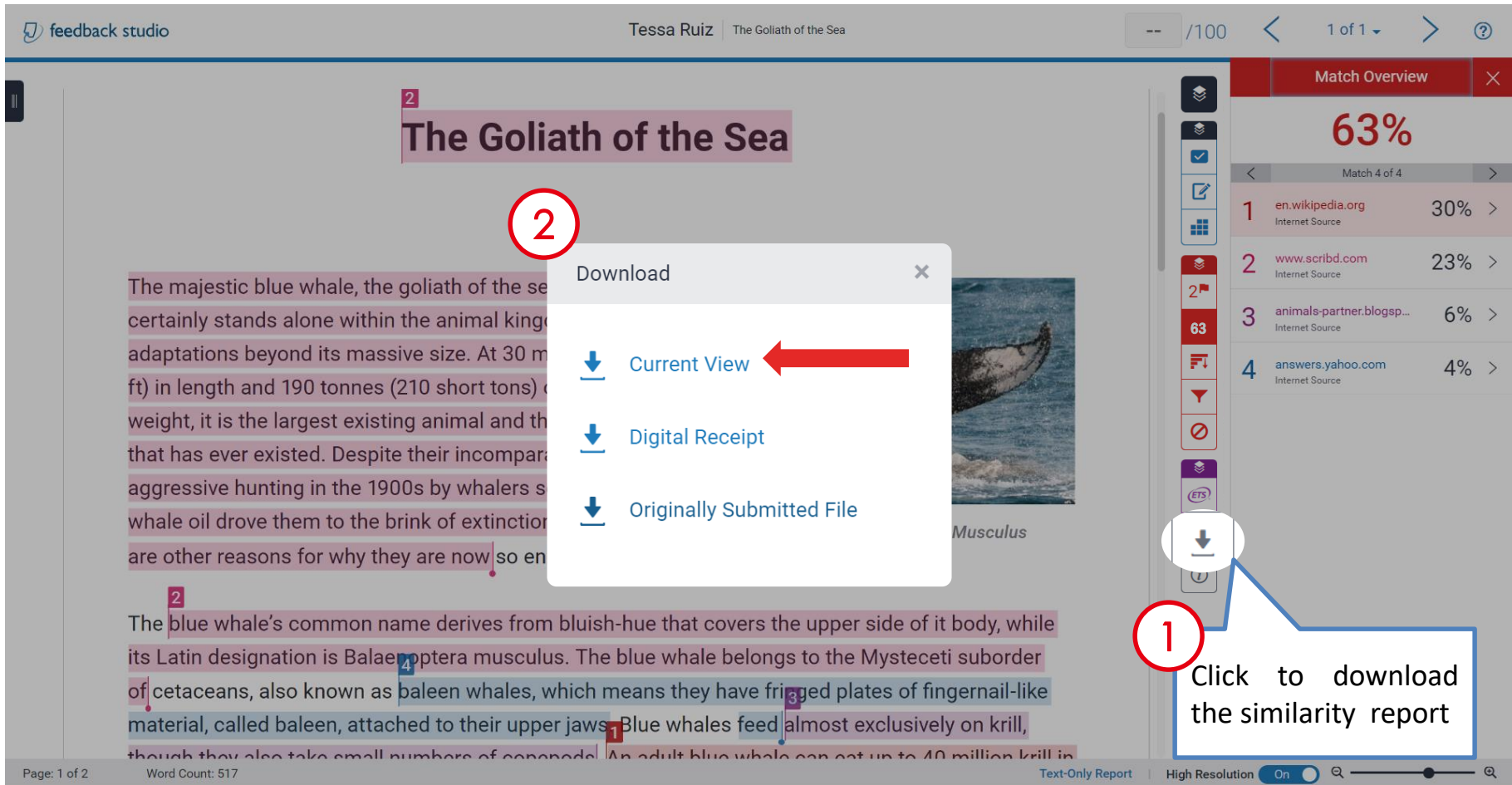
Resotre excluded sources

Downloading a PDF Report

Report in PDF Format

Any questions, please contact：

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