Turnitin
论文相似性检测系统
评估写作的综合解决方案

使用指南-教师版
2025

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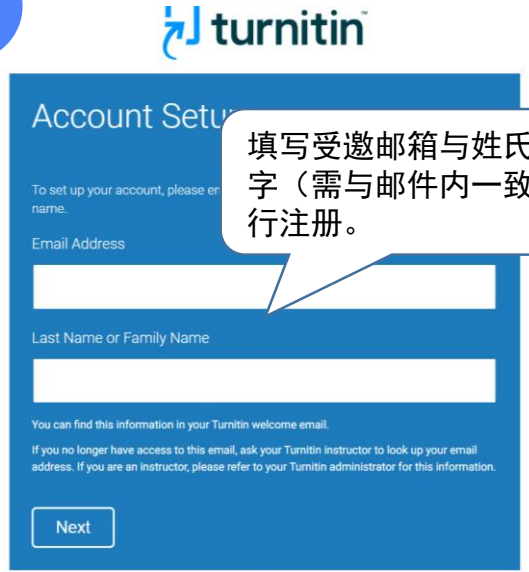
联系我们

01 注册与登录

01

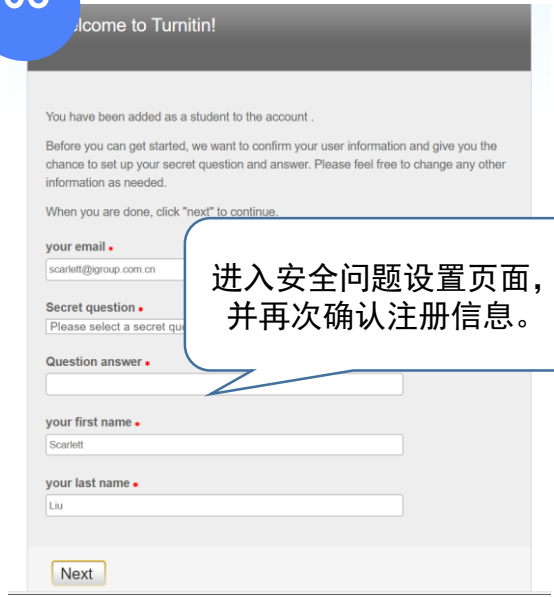


填写受邀邮箱与姓氏/名字（需与邮件内一致）进行注册。

02

设置密码，请注意上方的密码设置要求。

03



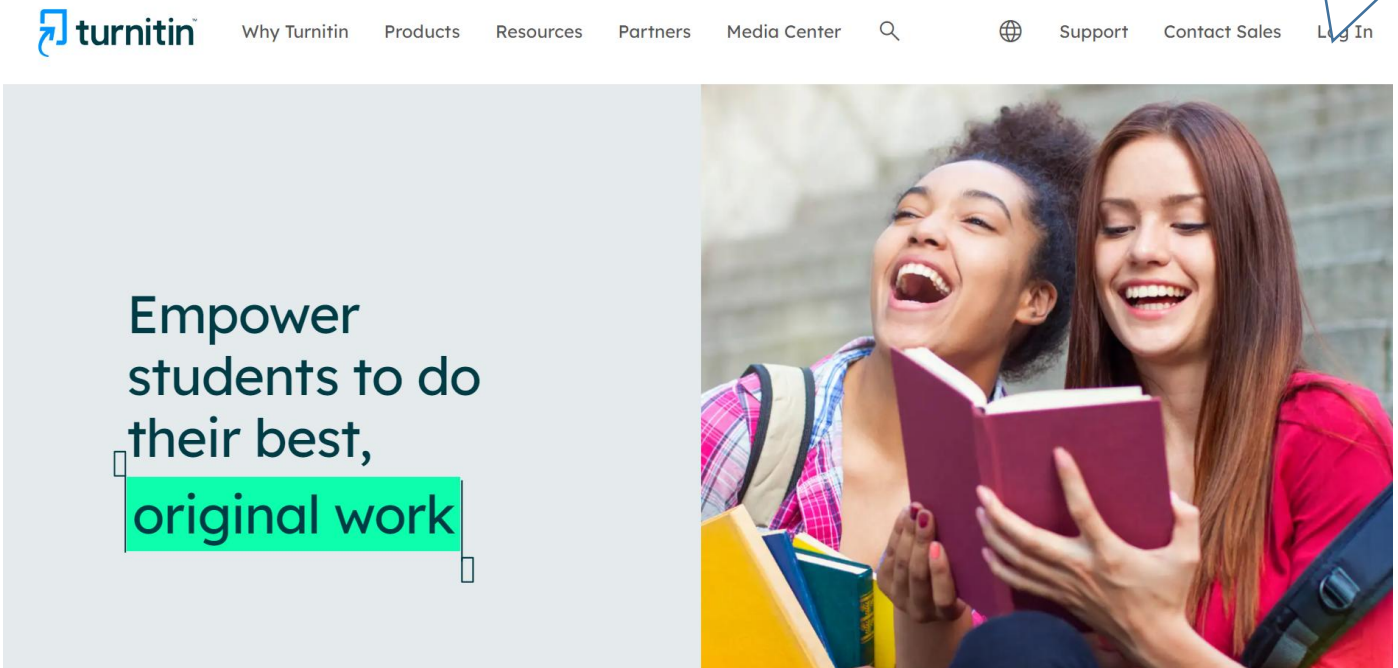
进入安全问题设置页面，并再次确认注册信息。

在完成步骤03后，请阅读用户条款（User Agreement）并点击同意，即可完成注册并使用邮箱与密码登录。

01 注册与登录

访问地址 www.turnitin.com
或直接使用登录链接：
https://www.turnitin.com/login_page.asp?

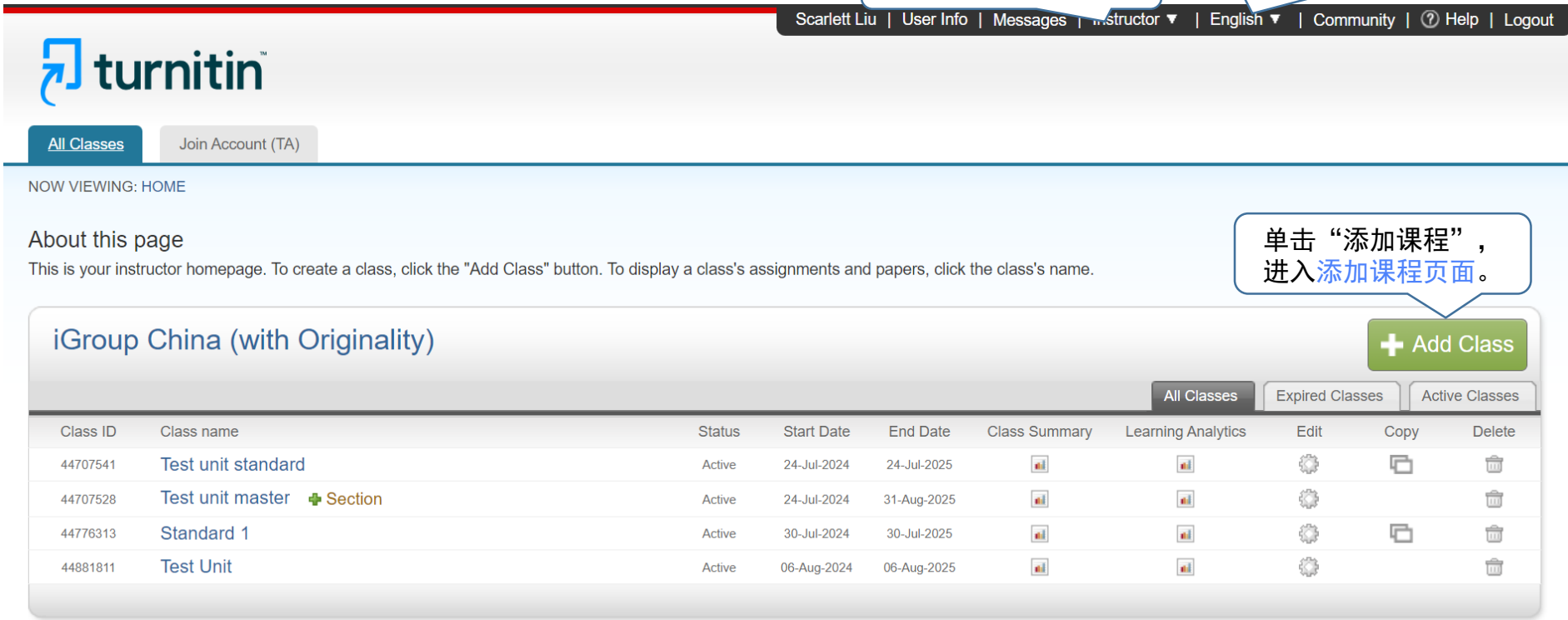
点击log in，登入个人账号。



02 课程与作业管理

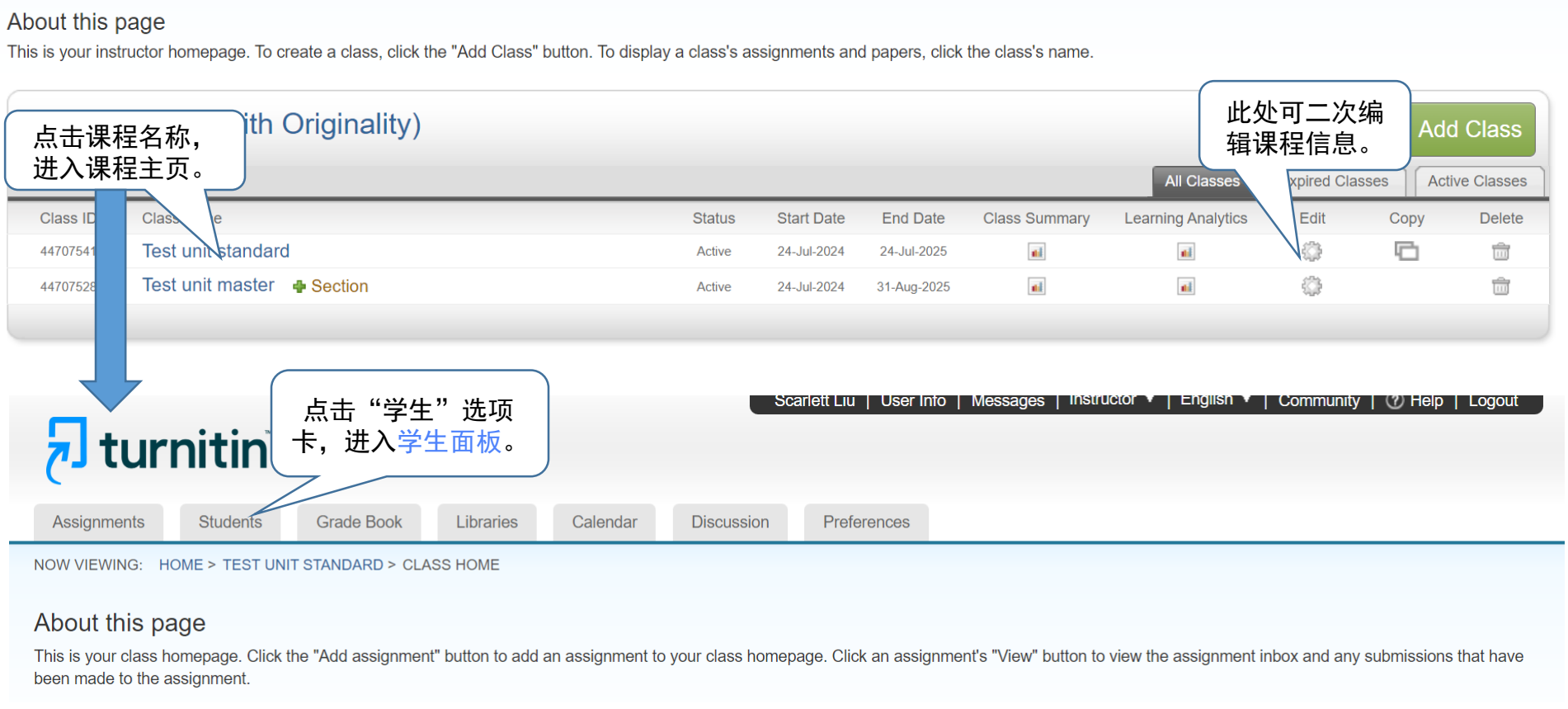
确认用户身份为教师。

根据需求切换语言。

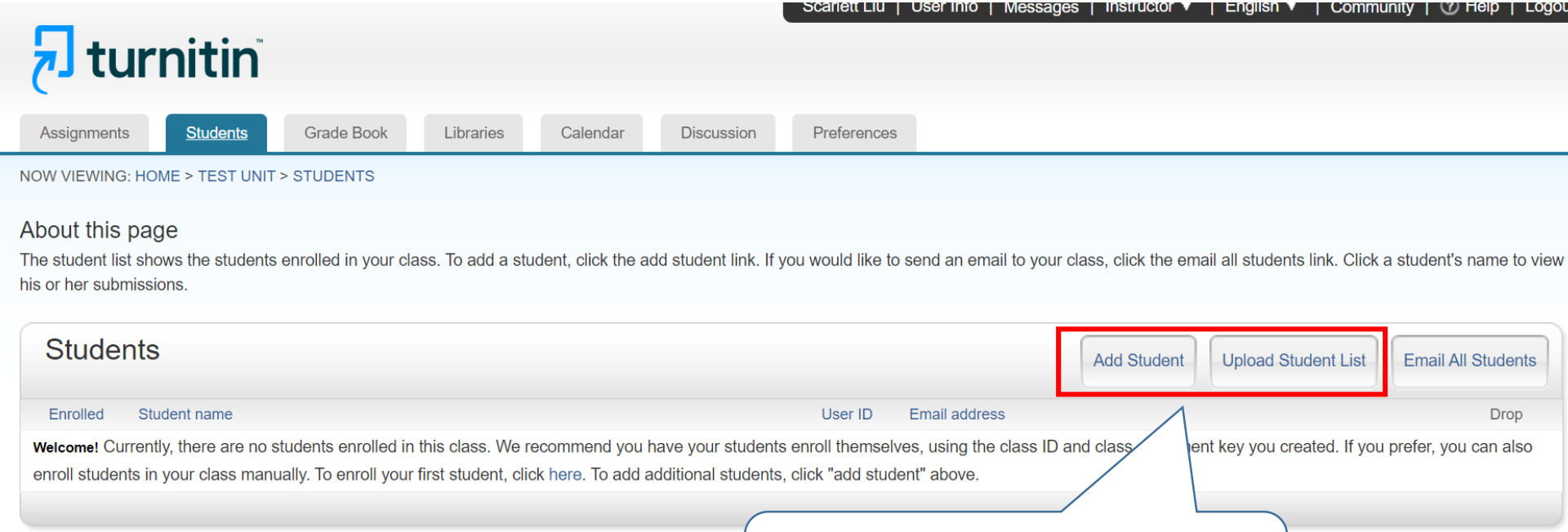


02 课程与作业管理 添加课程

02 课程与作业管理

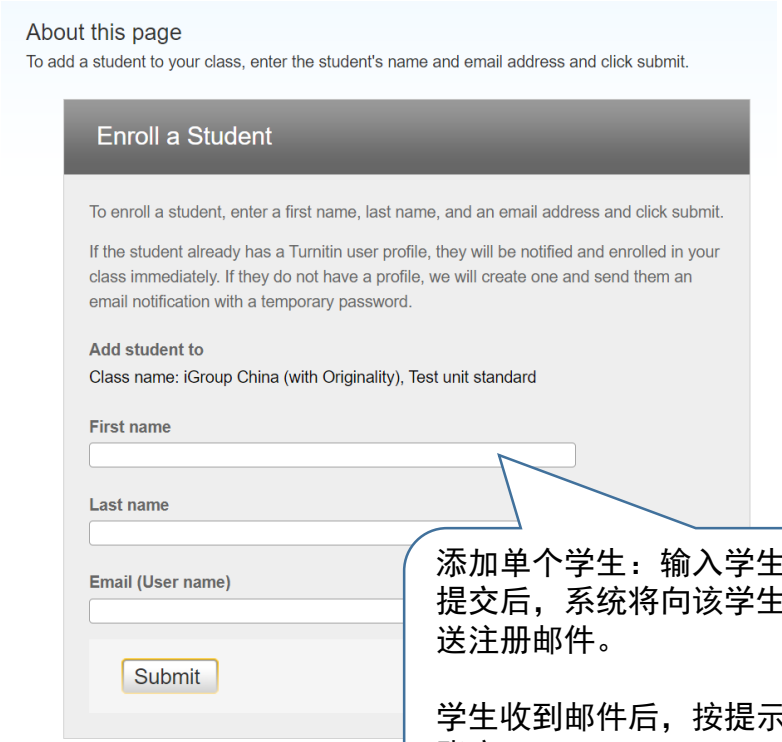

About this page
This is your instructor homepage. To create a class, click the "Add Class" button. To display a class's assignments and papers, click the class's name.
点击课程名称，进入课程主页。
此处可二次编辑课程信息。
Add Class
All Classes
Active Classes
Class ID
Status
Start Date
End Date
Class Summary
Learning Analytics
Edit
Copy
Delete
Test unit standard
Test unit master
Section
Active
24-Jul-2024
24-Jul-2025
31-Aug-2025
点击“学生”选项卡，进入学生面板。
Scarlett Liu | User Info | Messages | Instructor | English | Community | Help | Logout
Assignments
Students
Grade Book
Libraries
Calendar
Discussion
Preferences
NOW VIEWING: HOME > TEST UNIT STANDARD > CLASS HOME
About this page
This is your class homepage. Click the "Add assignment" button to add an assignment to your class homepage. Click an assignment's "View" button to view the assignment inbox and any submissions that have been made to the assignment.

02 课程与作业管理 添加学生



进入学生面板后，
点击“添加学生” （添加单个学生）
或是“上传学生列表” （添加多个学生）

02 课程与作业管理 添加学生



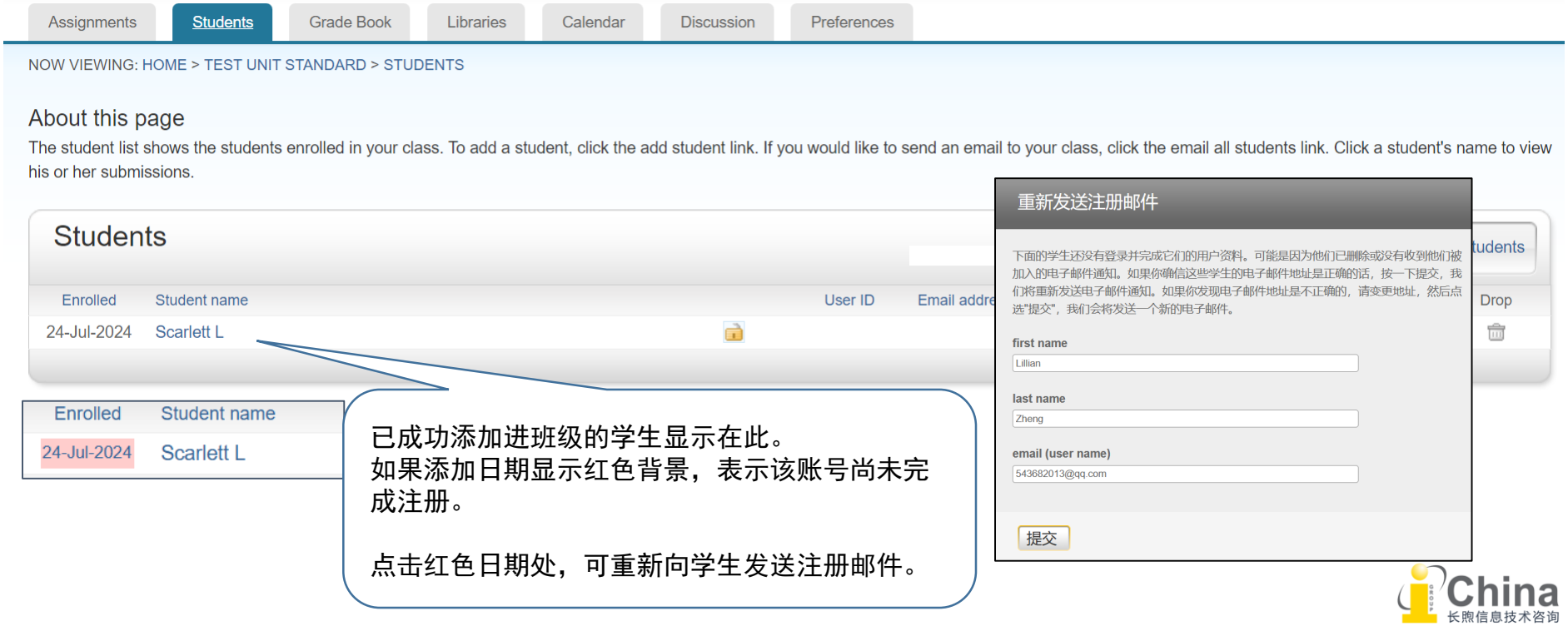
添加单个学生：输入学生的名字和姓氏，提交后，系统将向该学生的电子邮件地址发送注册邮件。

学生收到邮件后，按提示注册个人（学生）账户。

上传学生列表：批量导入学生信息。
支持Word、Excel或纯文本格式。
在此有格式范例。

China
长煦信息技术咨询

02 课程与作业管理 添加学生



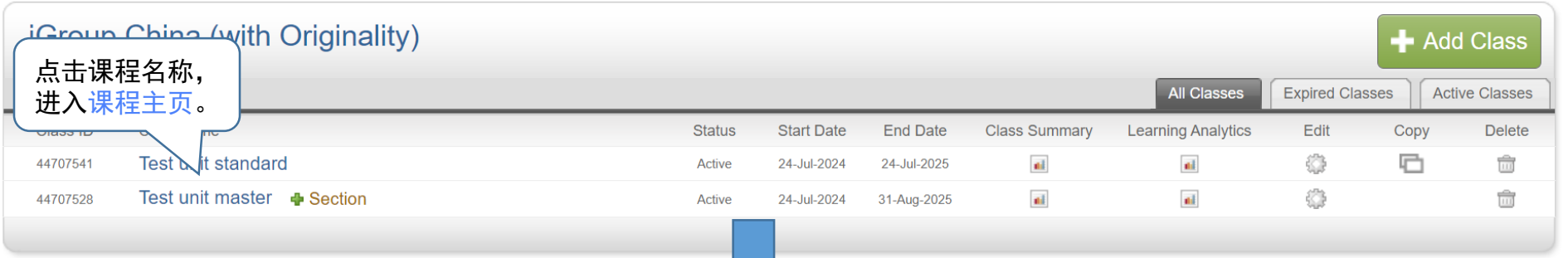
已成功添加进班级的学生显示在此。
如果添加日期显示红色背景，表示该账号尚未完成注册。

点击红色日期处，可重新向学生发送注册邮件。

02 课程与作业管理 布置作业

About this page

This is your instructor homepage. To create a class, click the "Add Class" button. To display a class's assignments and papers, click the class's name.

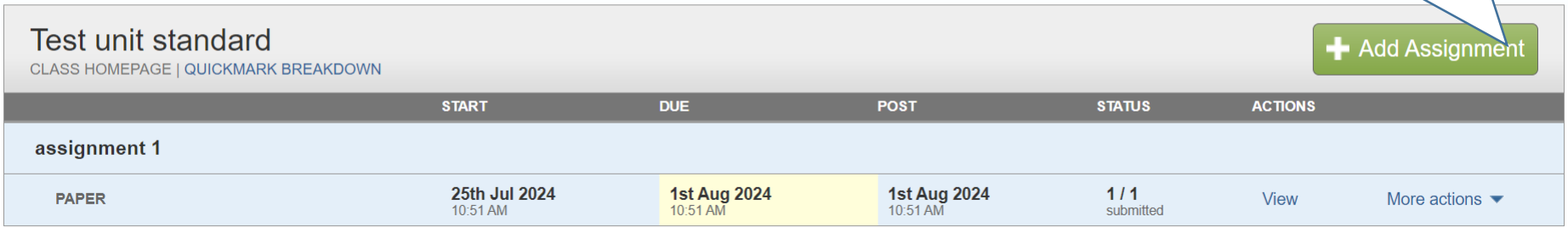


点击课程名称，进入课程主页。

About this page

This is your class homepage. Click the "Add assignment" button to add an assignment to your class homepage. Click an assignment's "View" button to view the assignm
been made to the assignment.

点击“添加作业”，开始布置作业。



02 课程与作业管理 布置作业

输入课程总分（整数）。

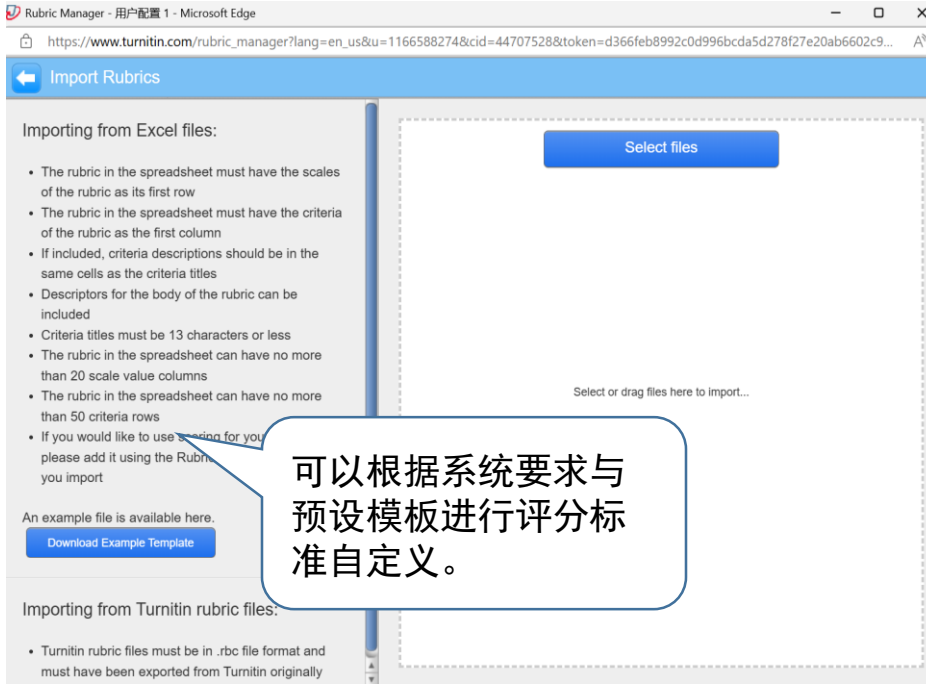
“**勿存储**”是最安全的选择。若想要确保学生文稿（例如初稿）或待发表的文章不会被收录到Turnitin比对库，请选此项。**每个基础作业都需要设置该作业是否入库。**“入库” 是指提交的作业存储到标准/机构文稿存储库中，作为下次检测的参考（重复源）。**入库的好处是**，同一个作业中的文章也可以相互比对，对于鉴别是否存在合谋有很大帮助。

- “开始日期”：学生提交作业的起始日期；
- “截止日期”：学生提交作业的截止日期；
- “反馈公开日期”：学生可查看教师反馈的日期。

注意！请务必点击打开“可选设定”！

02 课程与作业管理 布置作业：可选设定

02 课程与作业管理 布置作业：编辑评分标准



02 课程与作业管理 布置作业：可选设定

在此勾选查重的对比库。（注意：此处的设置同样将应用到本作业的全体学生，**建议全部勾选，以确保查重的准确率**）。

Compare against

- [x] Student paper repository
- [ ] Institution student paper repository
- [x] Current and archived web site content
- [x] Periodicals, journals and publications

Exclude assignment template

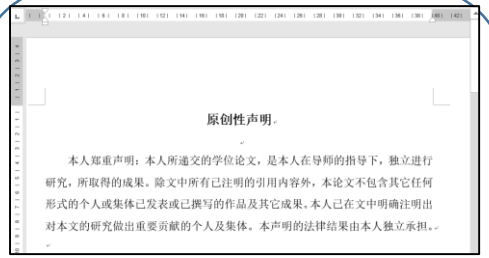
Upload or create a template of text to be automatically excluded from

Upload Template | Create Custom Template

Note: Once a submission has been made to the assignment, templates can no longer be added or edited.

Template Requirements

上传的模板有**格式要求**，请务必点开查看。



“排除作业模板”可以排除学生论文中带有的相同的模板内容，让相似度报告更加精确。模板包括：作者声明、学校规定、写作规划模板、作业问题列表等。需包含至少包含20个单词。

*一旦有学生提交了作业，教师无法再添加或编辑【排除作业模板】设置。

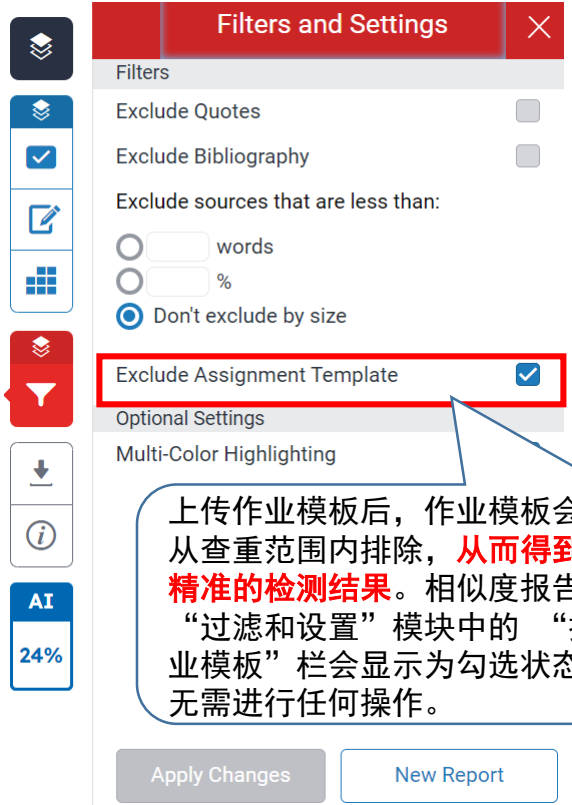
Additional settings

- [ ] Save these settings for future use

保存作业设定供后续使用。（不包括“排除作业模板”）

02 课程与作业管理 布置作业：可选设定

使用“排除作业模板”的前后效果对比。



上传作业模板后，作业模板会自动从查重范围内排除，**从而得到更加精准的检测结果**。相似度报告界面“过滤和设置”模块中的 “排除作业模板”栏会显示为勾选状态，您无需进行任何操作。

02 课程与作业管理 上传作业

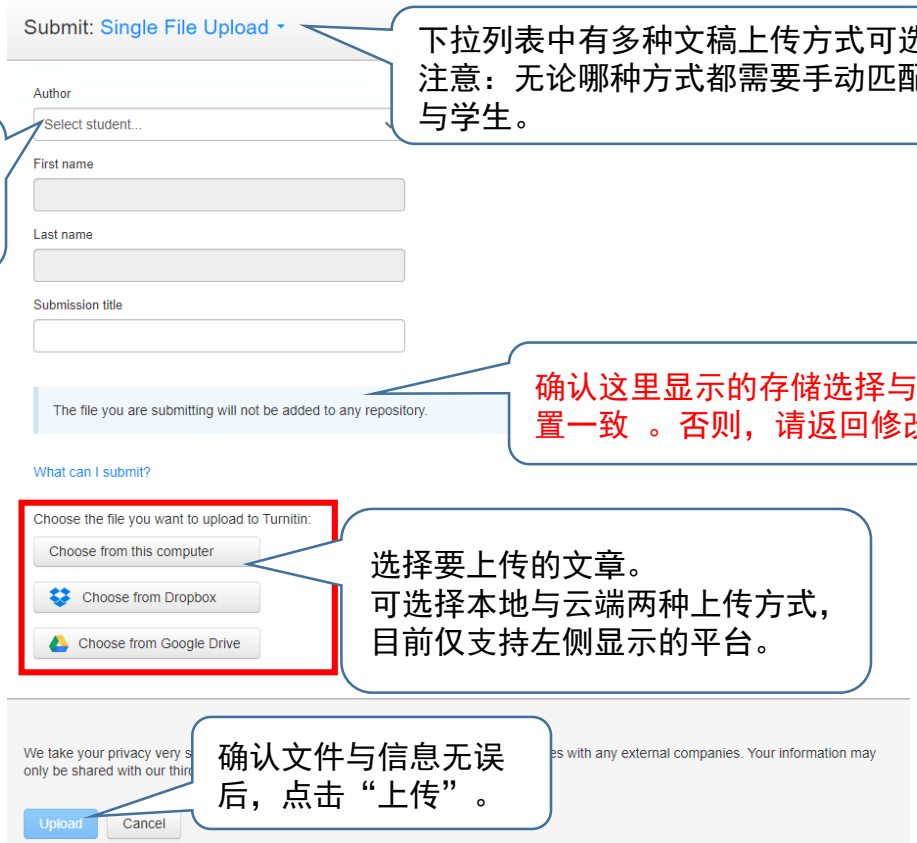
作业可由学生自行上传，也可由教师先收集学生作业后代学生上传。
区别在于：学生只能上传自己的作业，且有上传时间限制。教师可以批量上传多个学生的作业。

可以在此处编辑作业信息。
注意：不建议在已有学生提交作业的情况下再进行作业信息编辑，其中部分设置可能无法覆盖应用于已提交的作业。

新作业创建完毕后的作业收件箱页面。

此时学生们尚未提交作业，作业列表中暂无相关信息。

02 课程与作业管理 上传作业（单个文稿）



下拉列表中有多种文稿上传方式可选。
注意：无论哪种方式都需要手动匹配文稿与学生。

- Multiple File Upload
- Cut & Paste Upload
- Zip File Upload

选择与文稿匹配的学生账号，下方空格将自动填入姓名。

确认这里显示的存储选择与您需要的作业设置一致 。否则，请返回修改作业设置。

选择要上传的文章。
可选择本地与云端两种上传方式，目前仅支持左侧显示的平台。

确认文件与信息无误后，点击“上传”。

02 课程与作业管理 上传作业（单个文档）

Submit: Single File Upload

STEP

向前或向后翻页查看。

Please confirm that this is the file you would like to submi

« Page 1 »

Author:
Scarlett L

Assignment title:
assignment 2

Submission title:
A

File name:
Apples English Paper.pdf

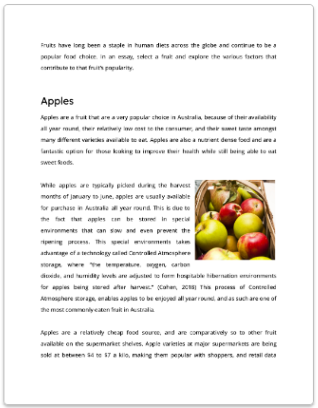
File size:
2.28M

Page count:
4

Word count:
786

Character count:
4149

上传后显示预览界面。



Fruits have long been a staple in human diets across the globe and continue to be a popular food choice. In an essay, select a fruit and explore the various factors that contribute to that fruit's popularity.

Apples

Apples are a fruit that are a very popular choice in Australia, because of their availability all year round, their relatively low cost to the consumer, and their sweet taste amongst many different varieties available to eat. Apples are also a nutrient dense food and are a fantastic option for those looking to improve their health while still being able to eat sweet foods.

While apples are typically picked during the harvest months of January to June, apples are usually available for purchase in Australia all year round. This is due to the fact that apples can be stored in special environments that can slow and even prevent the ripening process. This special environments takes advantage of a technology called Controlled Atmosphere storage, where "the temperature, oxygen, carbon dioxide, and humidity levels are adjusted to form hospitable hibernation environments for apples being stored after harvest." (Cohen, 2018) This process of Controlled Atmosphere storage, enables apples to be enjoyed all year round, and as such are one of the most commonly eaten fruit in Australia.

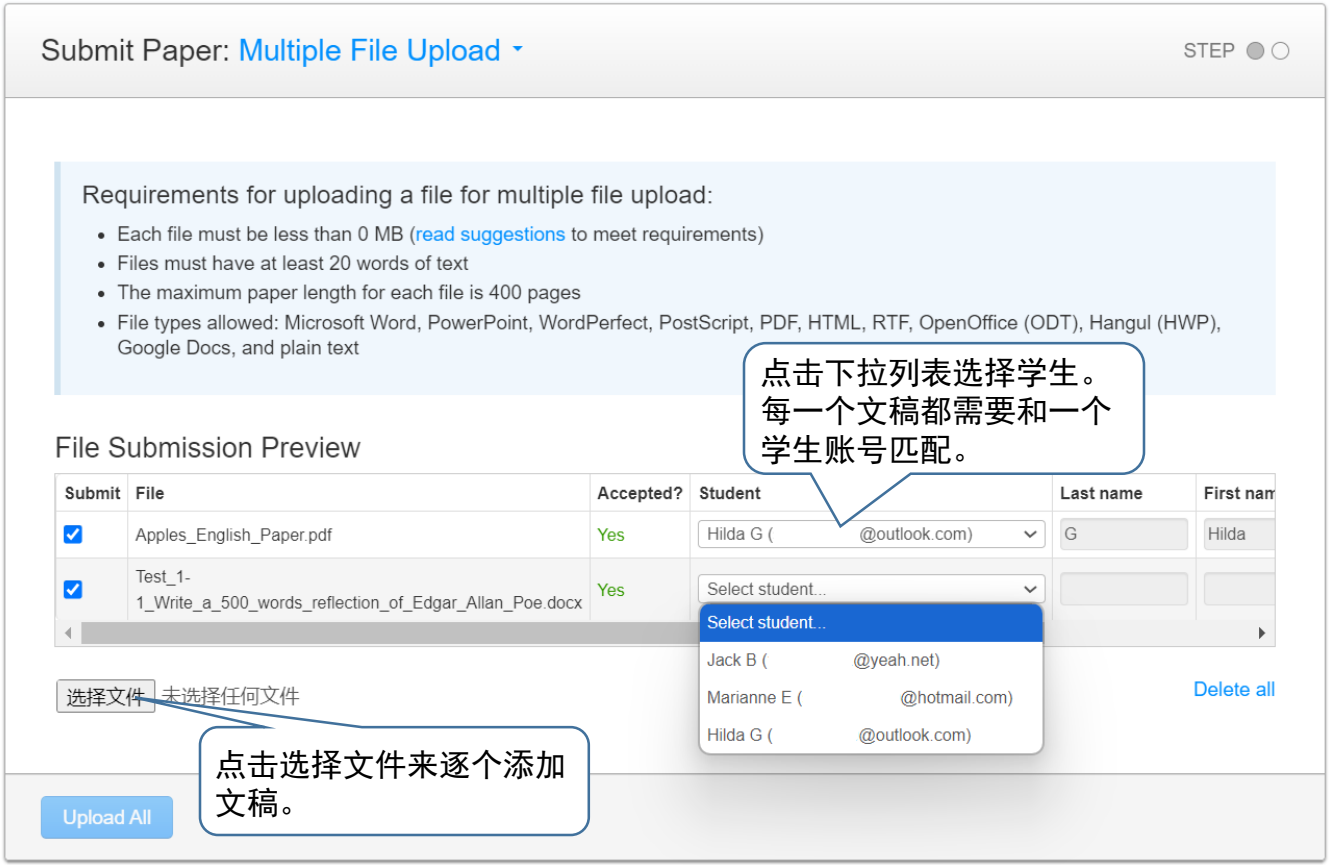
Apples are a relatively cheap food source, and are comparatively so to other fruit available on the supermarket shelves. Apple varieties at major supermarkets are being sold at between $4 to $7 a kilo, making them popular with shoppers, and retail data

确认上传的文稿无误，点击确认提交查重。

We do not share your details for marketing purposes with any external companies. Your information may only be shar rd party partners so that we may offer our service.

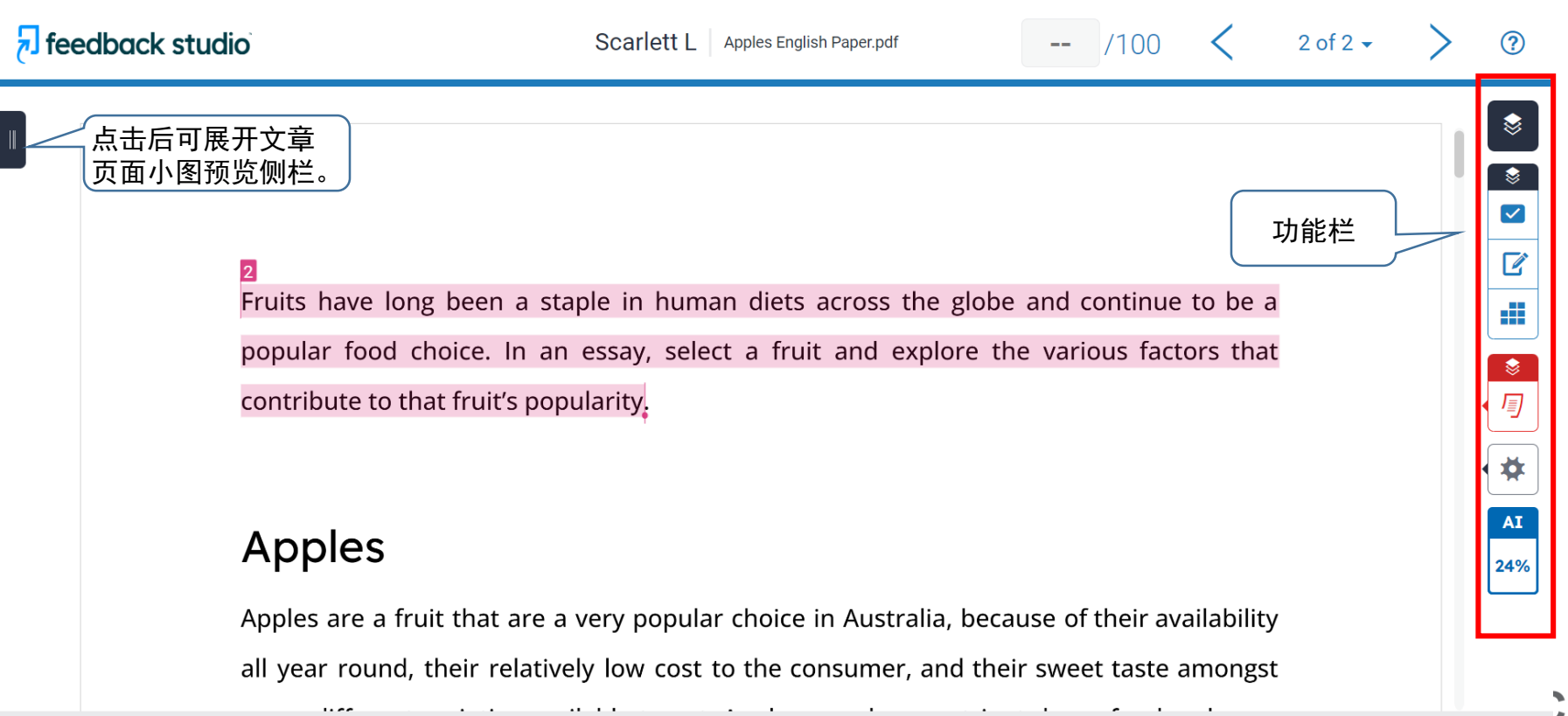
Confirm Cancel

02 课程与作业管理 上传作业：上传多个文稿



02 课程与作业管理 作业收件箱

03 解读相似性报告


feedback studio
Scarlett L | Apples English Paper.pdf
-- /100
2 of 2
点击后可展开文章
页面小图预览侧栏。
功能栏
2
Fruits have long been a staple in human diets across the globe and continue to be a popular food choice. In an essay, select a fruit and explore the various factors that contribute to that fruit's popularity.
Apples
Apples are a fruit that are a very popular choice in Australia, because of their availability all year round, their relatively low cost to the consumer, and their sweet taste amongst
AI
24%
Page: 1 of 4
Word Count: 786
Text-Only Report
High Resolution
On

03 解读相似性报告

feedback studio
Scarlett L
Apples English Paper.pdf
-- /100
2 of 2
in the apples come from the combination of sugars in the flesh of the fruit, which become sweeter over time as the fruit ripens."The main sugars and sugar alcohols present in apples are sucrose, fructose, glucose, xylose and sorbitol". Some apples are sweeter than
others, depending on the variety cho
whfoods.com
Internet Source
keep you satisfied for longer. For the most fiber, eat your apples with the peel on. One medium apple with the skin on has about 4.8 grams of fiber, but if you peel it, that number dips to 2 grams. Apples are high in fiber, vitamin C, and various antioxidants. They are also very filling, considering their low-calorie count. One serving, or one medium apple, provides about: 95 calories 0-gram fat 1 gram protein 25 grams carbohydrate 19 grams of sugar
点击数字标记。将打开弹窗，显示对应的重复源文字，包括与文稿重复的文字，及上下文。
food option, full of vitamins and minerals, perfect for
those looking to improve their health. Apples are high in fibre, vitamin C, and various antioxidants. They are also very filling, considering their low calorie count. One serving, or one medium apple, provides about 95 calories, 0 gram fat, 1 gram protein, 25 grams carbohydrate, 19 grams sugar (naturally occurring), and 3 grams fibre. It is reco
to eat apples whole, as much of their nutritional value lies in their skins. As suc
they are so nutritious, apples are a popular choice, especially for parents buyi
children.
31
被标记文本的颜色及数字，与右侧重复源相匹配（颜色及数字）。
Match Overview
31%
Match 1 of 1
1 whfoods.com Internet Source 5%
2 Submitted to Monash ... Student Paper 5%
3 Submitted to National ... Student Paper 5%
4 Submitted to Stephanie... Student Paper 5%
5 Submitted to University... Student Paper 4%
6 Submitted to Joensuun... Student Paper 2%
Page: 2 of 4
Word Count: 786
Text-Only Report
High Resolution
On

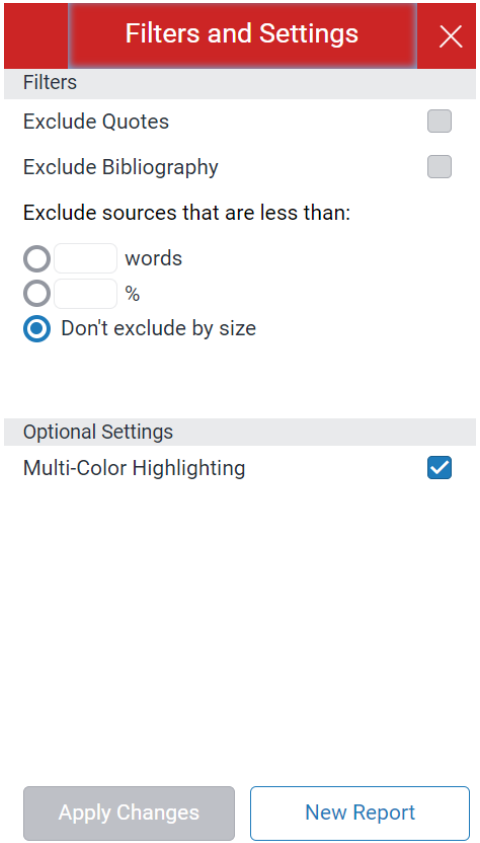
03 解读相似性报告 相似性检测过滤条件

点击红色漏斗型按钮，设置查重条件，包括：

*排除引用资料：“引用资料”特指文中用双引号等符号括出的引用文字，如法律条文等。

*排除参考书目：勾选这项表示文中Reference部分不计入重复率。

*排除小重复源：比如：可以设置重复率低于1%的重复源不计入。



03 解读相似性报告 相似性检测过滤条件

➢ “引用资料”

Turnitin可识别文内以下符号括起来的引用文字，跳过，不进行查重。

"…"　'…'　«…»　»…«　„…“　《…》　〈…〉　『…』

➢参考书目

Turnitin可识别文内以下章节名称。识别到后，排除该章节。

Reference / references / work cited / citations/ literature cited …

如果Turnitin可识别到文内以下章节名称，排除将终止。

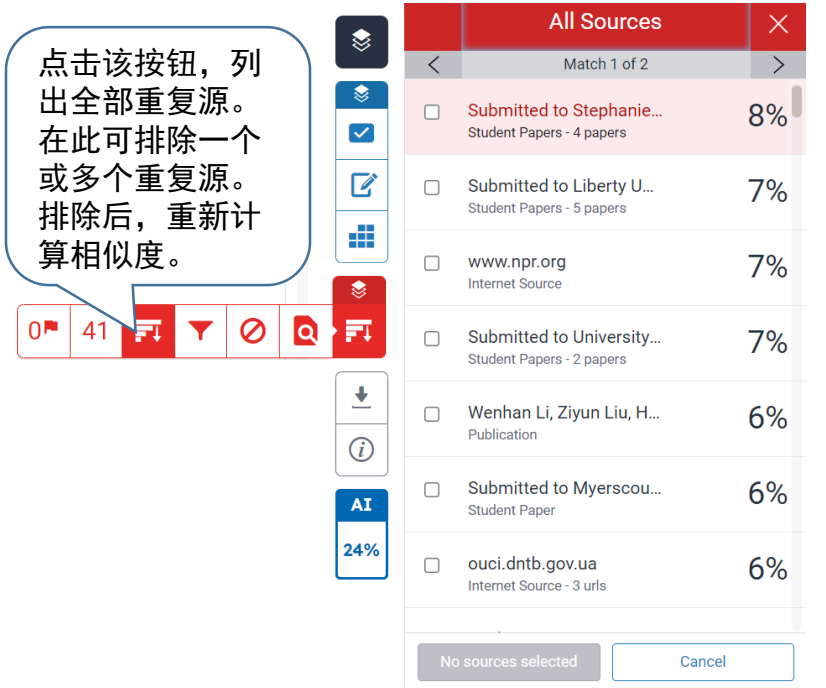
Appendix / appendices / glossary / table / acknowledgement / figures …

通过以下链接了解完整的排除条件：

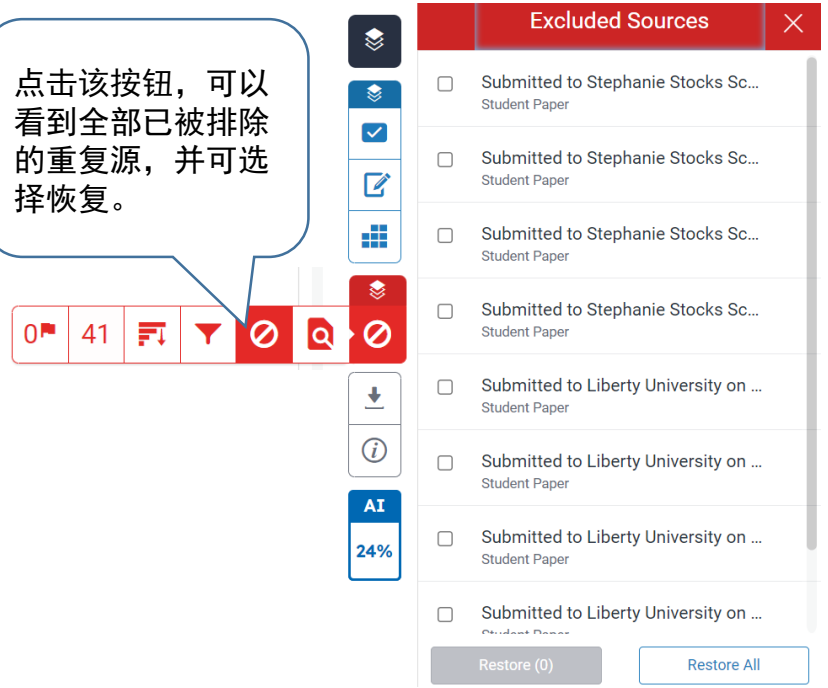
https://guides.turnitin.com/hc/en-us/articles/23539146689549-How-exclusions-and-filters-refine-the-Similarity-Report

03 解读相似性报告 相似性检测过滤条件

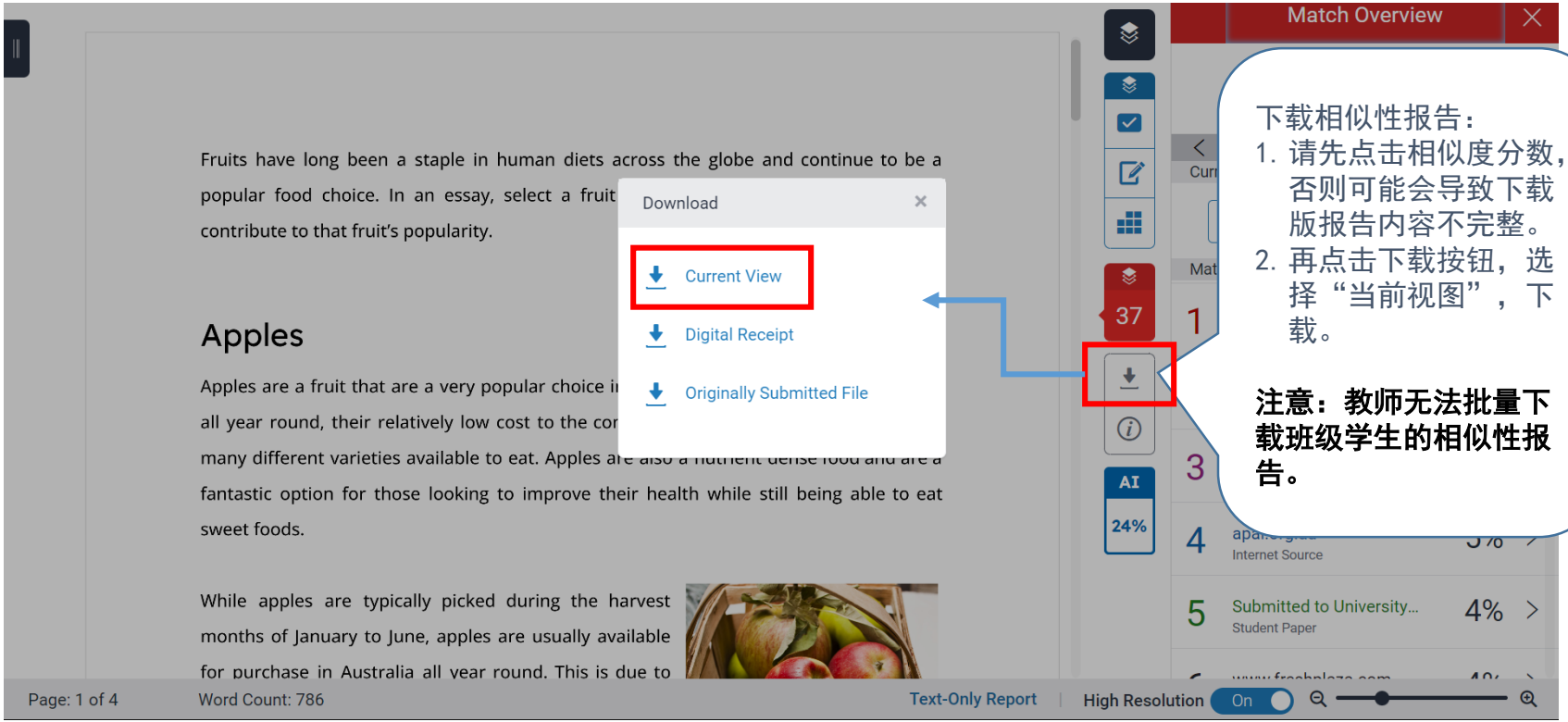
点击该按钮，列出全部重复源。在此可排除一个或多个重复源。排除后，重新计算相似度。



点击该按钮，可以看到全部已被排除的重复源，并可选择恢复。



03 解读相似性报告 下载报告



下载相似性报告：

1. 请先点击相似度分数，否则可能会导致下载版报告内容不完整。
2. 再点击下载按钮，选择“当前视图”，下载。

注意：教师无法批量下载班级学生的相似性报告。

03 解读相似性报告 下载报告：PDF报告预览

报告格式分为封面、正文和重复源列表，3个部分。

turnitin Page 1 of 7 - Cover Page

Hilda G

Apples English Paper.pdf

NEW TEST

Test unit standard

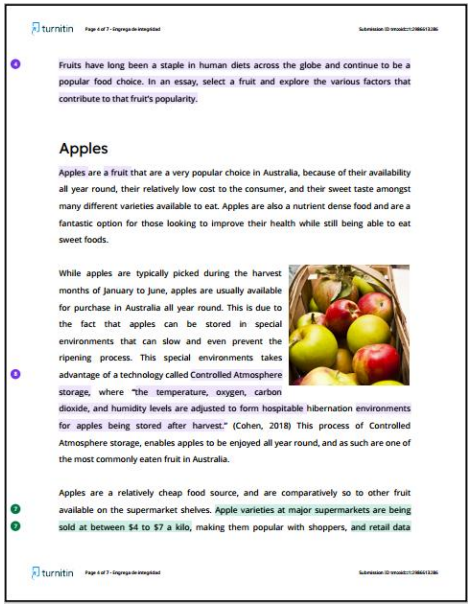
iGroup China (with Originality)

Document Details

4 Pages

786 Words

4,149 Characters



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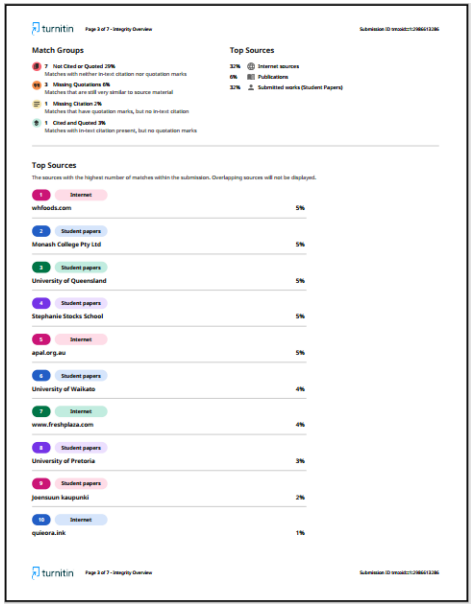
Fruits have long been a staple in human diets across the globe and continue to be a popular food choice. In an essay, select a fruit and explore the various factors that contribute to that fruit's popularity.

Apples

Apples are a fruit that are a very popular choice in Australia, because of their availability all year round, their relatively low cost to the consumer, and their sweet taste amongst many different varieties available to eat. Apples are also a nutrient dense food and are a fantastic option for those looking to improve their health while still being able to eat sweet foods.

While apples are typically picked during the harvest months of January to June, apples are usually available for purchase in Australia all year round. This is due to the fact that apples can be stored in special environments that can slow and even prevent the ripening process. This special environments takes advantage of a technology called Controlled Atmosphere storage, where "the temperature, oxygen, carbon dioxide, and humidity levels are adjusted to form hospitable hibernation environments for apples being stored after harvest." (Cohen, 2018) This process of Controlled Atmosphere storage, enables apples to be enjoyed all year round, and as such are one of the most commonly eaten fruit in Australia.

Apples are a relatively cheap food source, and are comparatively so to other fruit available on the supermarket shelves. Apple varieties at major supermarkets are being sold at between $4 to $7 a kilo, making them popular with shoppers, and retail data



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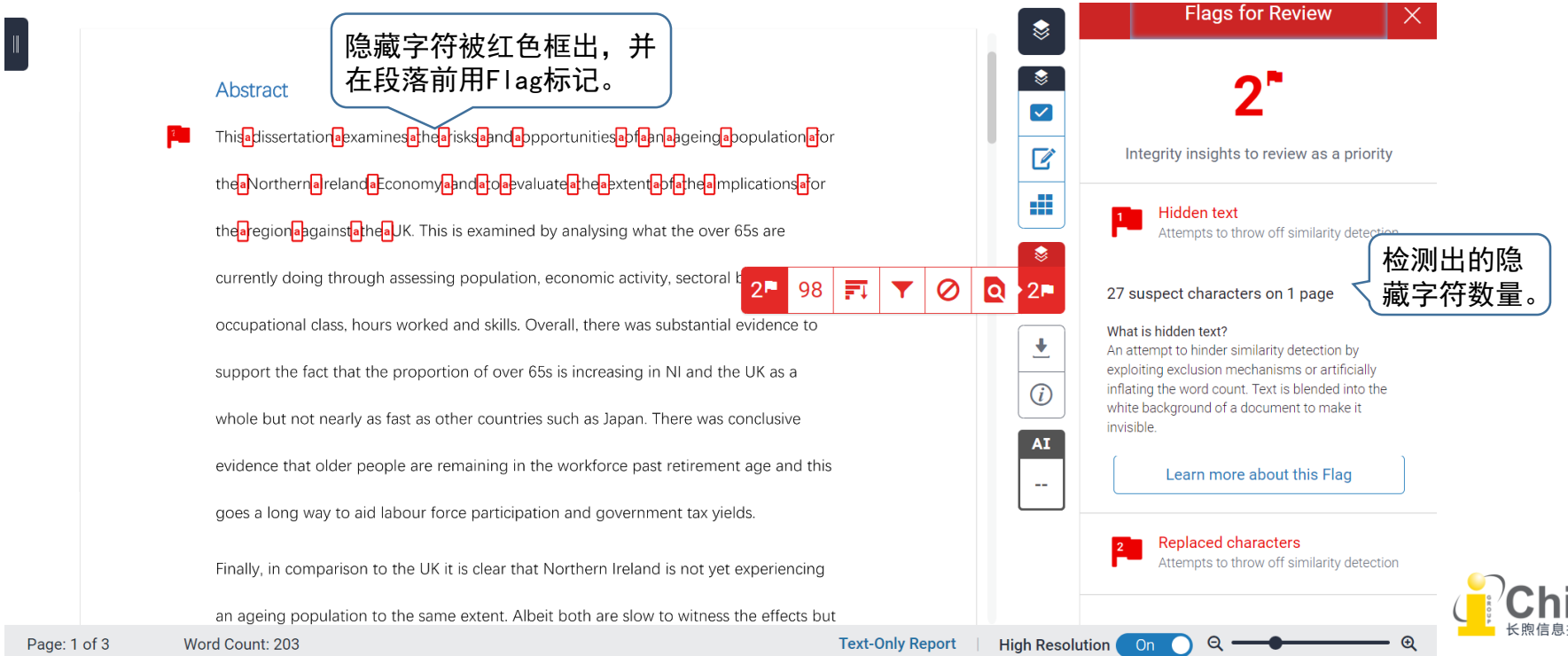
03 解读相似性报告 文本篡改检测

Turnitin的Flags标记，揭示两种可能存在的文本篡改，以绕过检测：

➢文本替换。用外观相似的非拉丁字符（如希腊字符）替换拉丁字符。

03 解读相似性报告 文本篡改检测

➢文本隐藏。将文本颜色改成与文稿底色一样（比如白色）。



04 使用评分与反馈工具

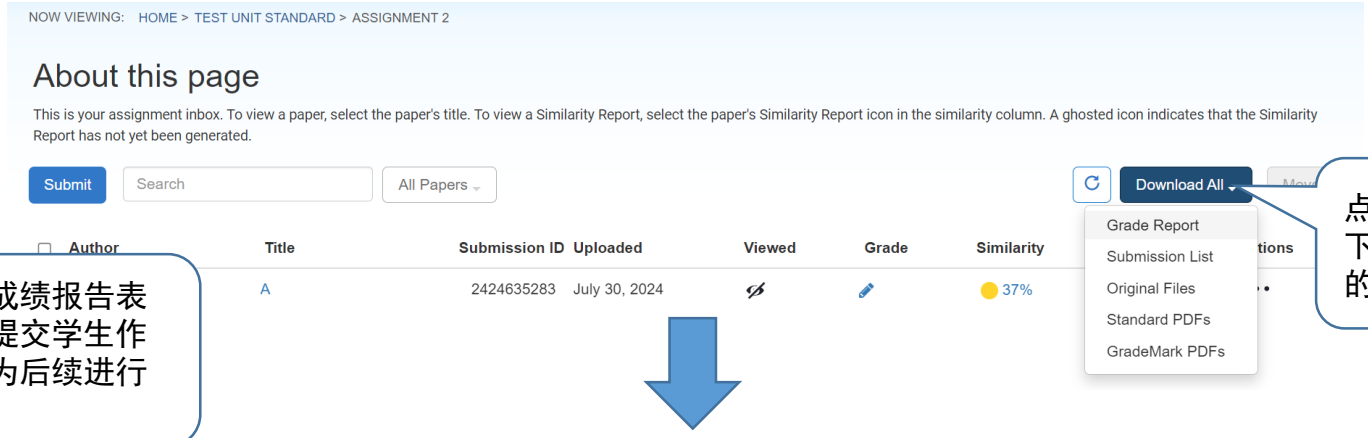
功能条蓝色部分为**教学反馈功能**：

快速评语(QuickMarks)：将评语标记拖拽到文稿中。

教师评语：支持文字和语音（3分钟）。

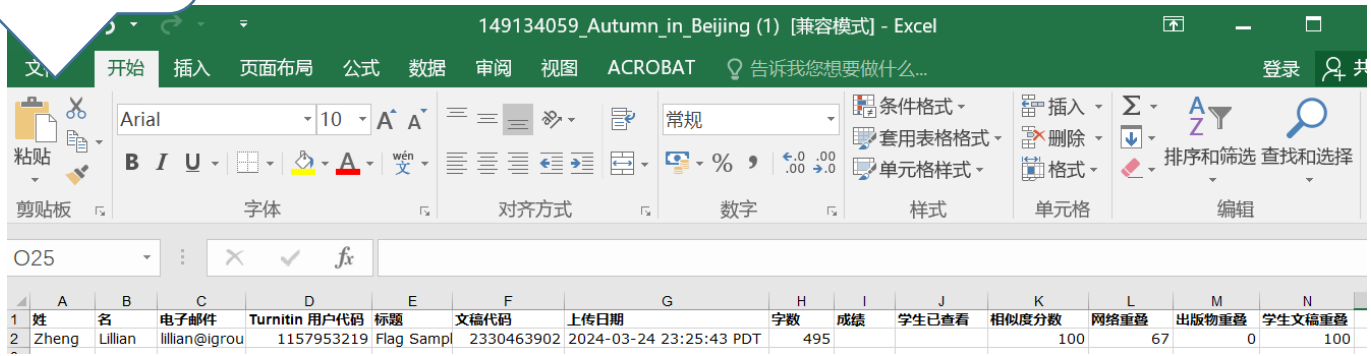
评分表：根据自订的评分标准打分。

04 使用评分与反馈工具 下载成绩报告



点击此处，可下载全体学生的成绩报告。

您可在下载下来的成绩报告表格中，查看全部已提交学生作业的具体信息，作为后续进行相关分析的依据。



05 常见问题

Q. 无法成功上传文档，或文档无法生成相似性报告。

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b）文件内容无法被识别提取，导致Turnitin系统认为文件内字数少于20个字。可能存在字体问题，或文件是扫描件、图片等，请查看后重新上传。

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