

VIEW ORIGINALITY REPORT

Once a paper has been submitted, the system will begin processing the paper. It will generate an Originality Report within minutes. This report will color code the areas where possible plagiarism violations have taken place. Turnitin scans Word, Excel, PowerPoint, RTF, and PostScript documents.

The following codes/colors indicate the amount of matching text found by the comparison of the paper with the different sites.

- **Blue** - no matching words
- **Green** - one matching word (24% similarity index)
- **Yellow** - 25-49% similarity index
- **Orange** - 50-74% similarity index
- **Red** - 75-100% similarity index

[OPEN THE REPORT](#)

- ❖ On the **Instructor Home Page**, click the course for which the papers were checked.

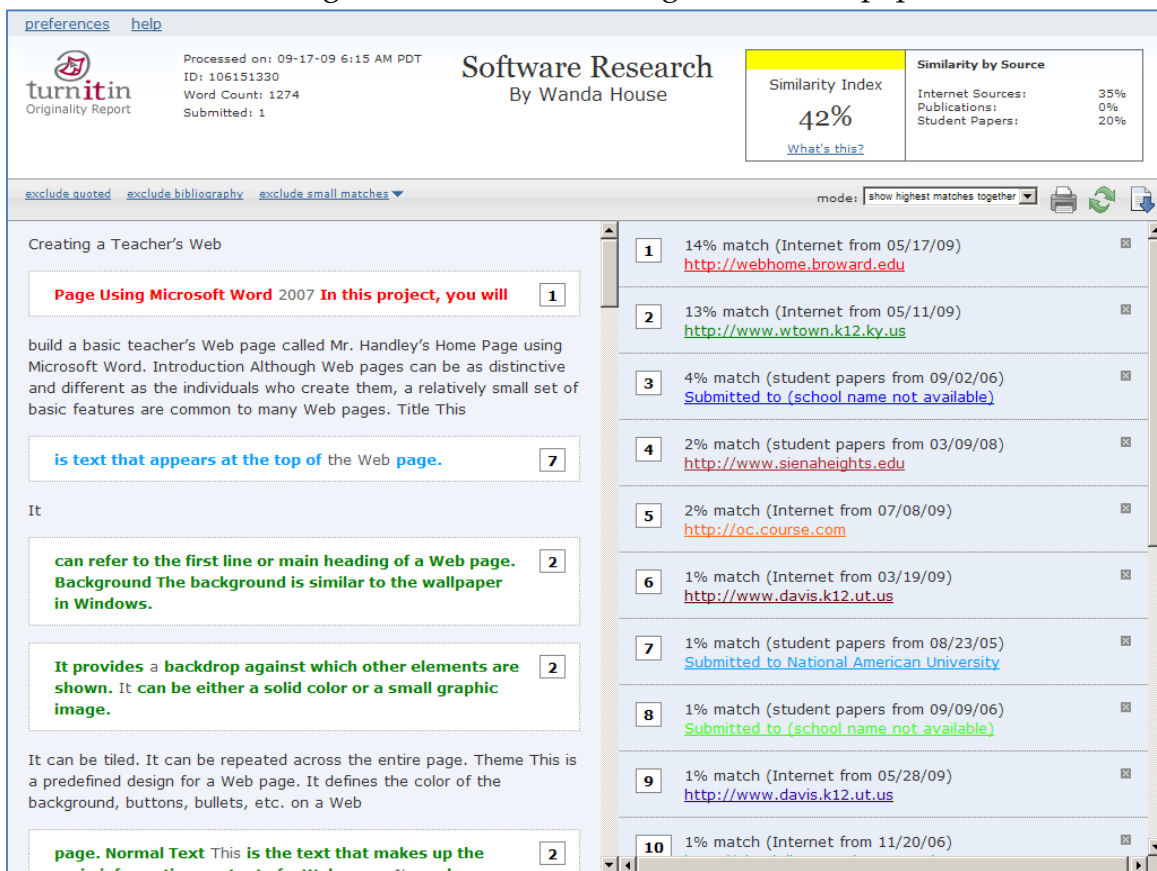
	START	DUE	POST	STATUS	ACTIONS
Software Research					
PAPER	01-14-10 10:19AM	04-21-10 11:59PM	N/A N/A	2 / 0 submitted	View More actions ▼

- ❖ The **Assignment Inbox & Portfolio** page will display (see illustration below).
- ❖ Click the **View** button for the **Assignment** for which the **Originality Report** is to be generated.
- ❖ The **Inbox** window will display (see illustration below).
 - A grayed out area in the **Report** column indicates that the report has not yet been generated.
 - When the **Report** has been generated, the match percentage will display in the **Report** column.

<input type="checkbox"/>	author	title	report	grademark	file	paper ID	date
<input type="checkbox"/>	Anonymous	EDU 485C AA Microsoft Word Exercise -Form..	10%			120594724	01-14-10
<input type="checkbox"/>	Anonymous	EDU 485C AA Microsoft Excel Exercise -Dat...	6%			120594722	01-14-10

- ❖ To display the **Originality Report**, click the icon for the **Assignment** in the **Report** column.

- ❖ The **Originality Report** will display in the window (see illustration on next page).
- ❖ The top of the report will display the date and time, the word count, and the ID number for the submitted paper.
- ❖ The left side of the window displays the paper that was submitted to Turnitin.
 - The information will be color coded to match the information on the right side of the window.
 - Click any of the links to display the reference to the matched text.
- ❖ The right side of the **Report** shows the references from the Web or other reports that have been submitted to Turnitin.
 - The **Report** is color coded; making it easy to determine which reference applies to which material.
 - When the numbers that appear next to each reference is clicked, the section of the report that contains the reference material will appear.
 - The percentage of the material in the paper that matches the reference will appear to the right of the number.
 - To open a Web site, click the Web site link below the reference.
 - If a reference to a paper from another school is displayed, permission has to be requested from the originator of the paper before it will display.
 - Click the link for the reference.
 - Click the **Send a Request to View This Paper** link.
 - An email message will be sent to the originator of the paper.



- ❖ To exclude any quoted material from the Report, click the **Exclude Quoted** link (see illustration on next page).

[exclude quoted](#) [exclude bibliography](#) [exclude small matches](#) ▼

- ❖ Click the **Exclude Bibliography** link to remove references to bibliography items from the Report (see illustration above).
- ❖ Click the **Exclude Small Matches** to exclude matches that contain a specified number of words (see illustration above).
 - A dialog box will display that allows you to specify the percentage or number of words to exclude.
 - Once a value has been specified in either area, a value has to continually be specified.
- ❖ To print a copy of the Report, click the **Print** icon which appears on the right side of the window (see illustration below).
- ❖ Click the **Refresh** button to display an updated version of the report.
- ❖ To download a copy of the report so it can be viewed offline, click the **Download** button.

