

GUIDELINES FOR THE USE OF TURNITIN

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1.1	Guidelines for the use of TurnItIn	Assessment and Feedback Working Group	Senate September 2014	September 2014

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the place of useful learning

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The University has subscribed to plagiarism detection software, Turnitin, to help academic staff identify and deal with cases of plagiarism efficiently and effectively. Turnitin is also useful to students as a tool to enable them to develop good academic practice in producing honest and authentic work, thereby minimising the risk of submitting plagiarised, or poorly referenced, work in summative assessments. This guidance should be read in conjunction with the University “Good Academic Practice and the Avoidance of Plagiarism – Good Practice Guide for Staff” and the Myplace Support pages on the use of Turnitin.

Turnitin is available exclusively via Myplace as a configurable option within the ‘Assignment Activity’ submission function. It is recommended that all assessments submitted through Myplace are passed through Turnitin, unless there is a pedagogical reason for not doing so. When the Assignment Activity is configured to enable Turnitin submissions, a Similarity Score and link to the corresponding Originality Report is displayed alongside the other standard submission details for each student e.g. Student identifier, Date of submission, Submitted file etc.

1.1. Originality Report and Similarity Score

- 1.1.1. The Originality Report provides a summary of matching or highly similar text found in a submitted piece of work.
- 1.1.2. The Originality Report is the result of comparison of the text of the submission against the search targets selected for the assessment. This could include billions of pages of active and archived internet information, a repository of works previously submitted to Turnitin, and a repository of tens of thousands of periodicals, journals, & publications. Any matching or highly similar text discovered is detailed in the Originality Report.
- 1.1.3. The Similarity Score is a percentage that indicates the overall similarity index of the submission, based on the quantity of the matching text found.
- 1.1.4. It should be noted that a high score alone is not sufficient evidence of plagiarism. A high similarity score should prompt a deeper inspection of the submitted work and Originality Report to identify if there is a reasonable explanation (e.g. other than plagiarism).
- 1.1.5. To support students acquiring a greater understanding and appreciation of academic honesty and developing good academic practice (e.g. to reference material correctly), unless there is a pedagogical reason for not doing so, Turnitin should be configured to:
 - Display Originality Reports to students; and,
 - Allow multiple re-drafts and re-submissions and the subsequent regeneration of Originality Reports until the due date.

1.2 File types

Turnitin processes the text content of submitted files. Any specialised content present in a submission will not be checked by Turnitin; for example, graphics, mathematical notation and software coding.