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# Doctoral Thesis

## Similarity Detection Software. Turnitin User Manual

[Thesis director]



Universitat Autònoma  
de Barcelona

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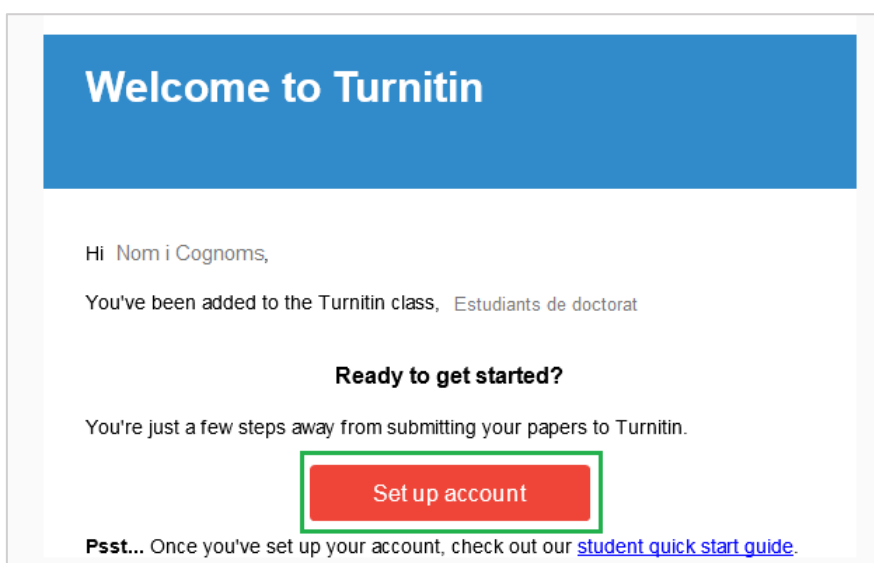
Revised date: Monday, 12 / July / 2021

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 an exercise to upload documents and test the detection of possible similarities.

## 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 (@uab.cat).



1. Activate your account by clicking **Set up account**.
2. The following screen will be displayed.

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. Enter your institutional email account in the field **Email Address**.

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.

Last Name or Family Name

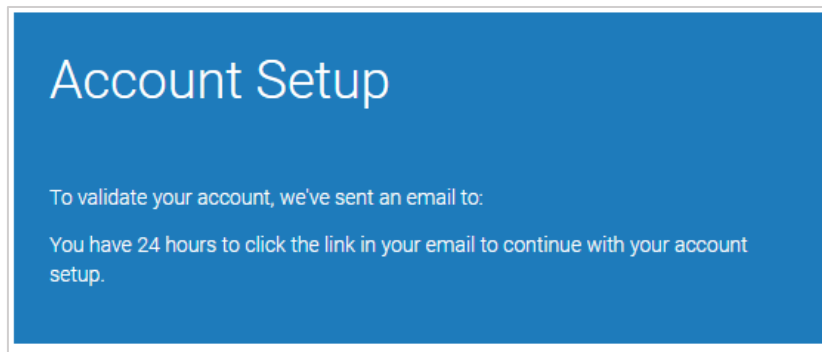
You can find this information in your Turnitin welcome email.

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

5. Click **Next**.

Next

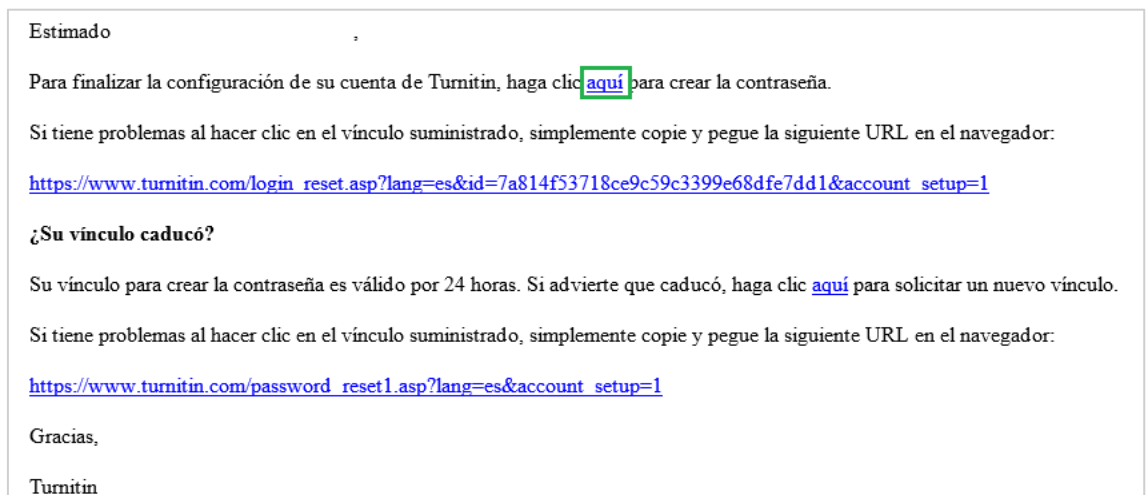
6. You will receive an email to validate your account.



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.

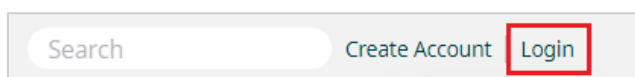


**IMPORTANT: This password needs to be different from that associated to your NIU.**

**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**.



turnitin

## Log in to Turnitin

Email address

Password

Log in

Sign in with Google

Log in with Clever

Once logged in, the class homepage created for thesis directors will be displayed.

When clicking to open it, a table with the line **DOCUMENTS** will be shown. Here you can upload your documents and detect similarities.

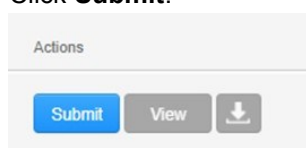
| Class Homepage   |      |       |                     |            |             |
|--|------|-------|---------------------|------------|-------------|
| <p>This is your class homepage. To submit to an assignment click on the "Submit" button to the right of the assignment name. If the Submit button is grayed out, no submissions can be made to the assignment. If resubmissions are allowed the submit button will read "Resubmit" after you make your first submission to the assignment. To view the paper you have submitted, click the "View" button. Once the assignment's post date has passed, you will also be able to view the feedback left on your paper by clicking the "View" button.</p> |      |       |                     |            |             |
| Assignment Inbox: Directors_Directores_test  |      |       |                     |            |             |
| Assignment Title   | Info | Dates |                     | Similarity | Actions     |
| DOCUMENTS  | ⓘ    | Start | 26-Jun-2021 11:05PM |            | Submit View |
|  |      | Due   | 22-Dec-2021 11:59PM |            |             |
|  |      | Post  | 22-Dec-2021 11:59PM |            |             |

You can also:

- See additional information – mousing over the information icon.
- See the due date for submissions.

## C. HOW TO SUBMIT A DOCUMENT AND DETECT SIMILARITIES

1. Click **Submit**.



Actions

Submit View

2. Enter the **Submission title** (1) and upload it (2) from your computer, Dropbox or Google Drive.

Submit: [Single File Upload](#) - STEP ● ○ ○

First name  
Inma

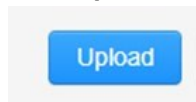
Last name  
Ponte

Submission title

What can I submit?

Choose the file you want to upload to Turnitin:

3. Click **Upload**.



4. An overview of the uploaded file will be displayed. If correct, click **Confirm**.





Submit: Single File Upload

STEP ●●●

1

Congratulations - your submission is complete! This is your digital receipt. You can print a copy of this receipt from within the Document Viewer.

Author:

Inma Ponte

Assignment title:

DOCUMENTS

Submission title:

documento curso turnitin

File name:

texto-prueba-turnitin.pdf

File size:

104.61K

Page count:

4

Word count:

1415

Character count:

7282

Submission date:

05-Jul-2021 05:35AM (UTC+0200)

Submission ID:

1615797828

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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.

[Return to assignment list](#)

TR

Turnitin No Reply <noreply@turnitin.com>  
DL: 5/7/2021 5:35

2

...

Dear

Paper ID: 1615797828

You have successfully submitted the file "documento curso turnitin" to the assignment "DOCUMENTS" in the class "Directors\_Directores\_tesi" on 05-Jul-2021 05:35AM (UTC+0200). Your full digital receipt can be downloaded from the download button in your class assignment list in Turnitin or from the print/download button in the document viewer.

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Thank you for using Turnitin,

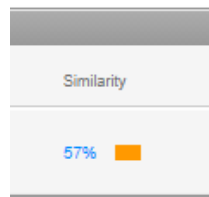
The Turnitin Team

6. While analysing the document, you will see the message **Processing**.

**UAB** Universitat Autònoma de Barcelona

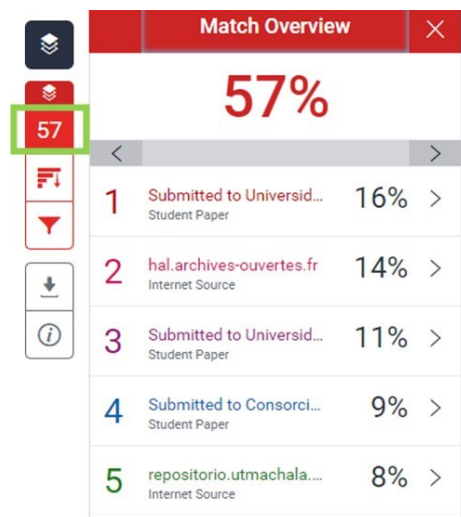
8

7. Once the analysis has been completed, the percentage of similarity will be displayed.

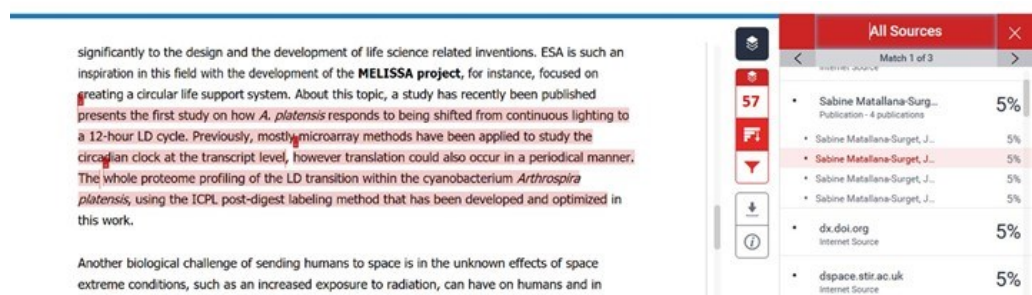


8. To see the results, click the %: a new screen will pop up with the submission and the similarities detected.

9. Click % to see the match overview.



To see more details, click the source.



10. Click the filter icon to see all sources.

| All Sources                  |    |
|------------------------------|----|
| Match 1 of 1                 |    |
| Internet Source              |    |
| • Sabine Matallana-Surg...   | 5% |
| Publication - 4 publications |    |
| • dx.doi.org                 | 5% |
| Internet Source              |    |
| • dspace.stir.ac.uk          | 5% |
| Internet Source              |    |
| • www.youtube.com            | 4% |
| Internet Source - 9 urls     |    |
| • www.esa.int                | 4% |
| Internet Source - 3 urls     |    |
| • andromeda1023.tumbl...     | 4% |
| Internet Source              |    |
| • onlinelibrary.wiley.com    | 3% |
| Internet Source - 4 urls     |    |

11. You can add some filters to see more or less sources.

Filters and Settings

Filters

Exclude Quotes

Exclude Bibliography

Exclude sources that are less than:

words

%

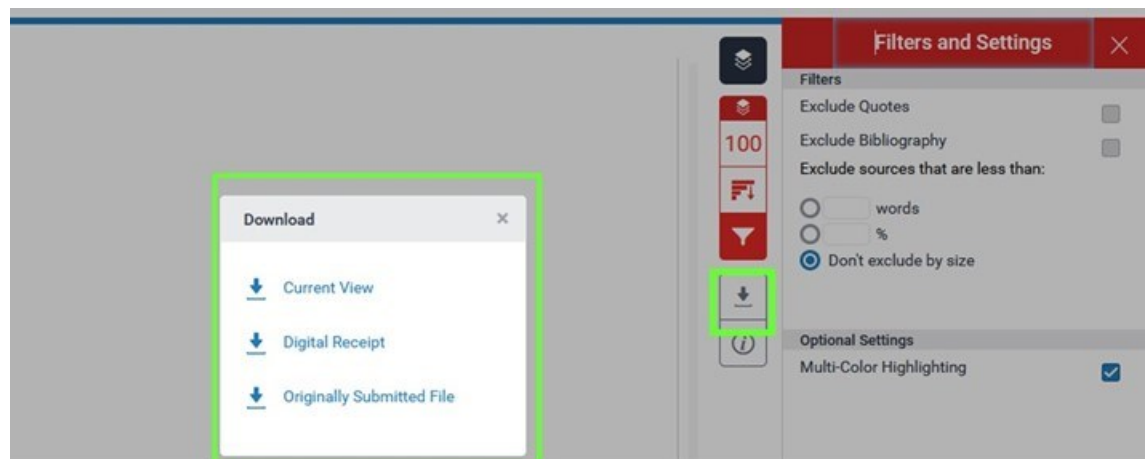
Don't exclude by size

Optional Settings

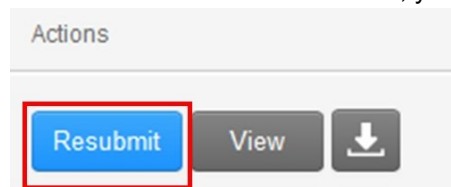
Multi-Color Highlighting

**NOTE: These filters only affect the way the information is displayed not the final similarity results.**

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

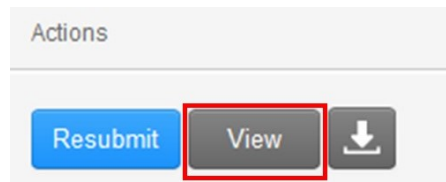


13. Once the file has been submitted, you can submit it again by clicking **Resubmit**.

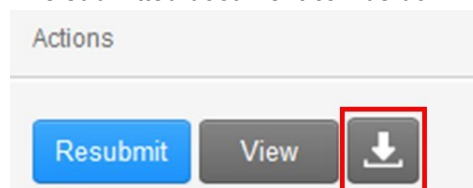


**NOTE: Please bear in mind that when resubmitting a file, the previous one is overwritten. If you want to keep the first analysis result, download it and save it to your computer before resubmission.**

14. You can also check the submitted file by clicking **View**.



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



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