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JIVERSITY ills Training and Entrepreneurial



GUIDE 1: HOW TO CREATE A CLASS ON TURNITIN

(A guide for Lecturers)

Lecturers must create a Class on Turnitin to enable them use Turnitin and assign accounts to their students. Follow these steps to create a Class on Turnitin.

Step 1: Once you are logged into Turnitin, from your profile page, select the **Add Class button** (coloured green) to start creating a class.

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Figure 1: Adding a Class Interface

Step 2: On the next page, enter a **CLASS NAME** and **ENROLLMENT KEY** as well as other particulars of your class.

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	Class start date	21-Feb-2024							
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Figure 2: Form for Creating a Class on Turnitin

Note: The class end date is the date that your class expire; Class Type is "Standard"

Step 3: See the class interface with ID and Enrolment Key



Figure 3: Created Class Interface with ID and Enrolment Key

Note: The Class ID and Enrolment Key are illustrated above. Every Lecturer must set a unique enrolment key, e.g VC10. The Class ID is, however, generated automatically.

When a class expires, students can no longer submit papers or enroll in the class. The default duration for all classes is 6 months. If you want your class to last longer, you can change the end date at any time.

FINALLY, SELECT THE SUBMIT BUTTON TO ADD THE CLASS TO YOUR INSTRUCTOR HOMEPAGE.

If you encounter any challenges as you set up your account, contact the Virtual Services Librarian on 0249590545 or your Faculty Librarian