



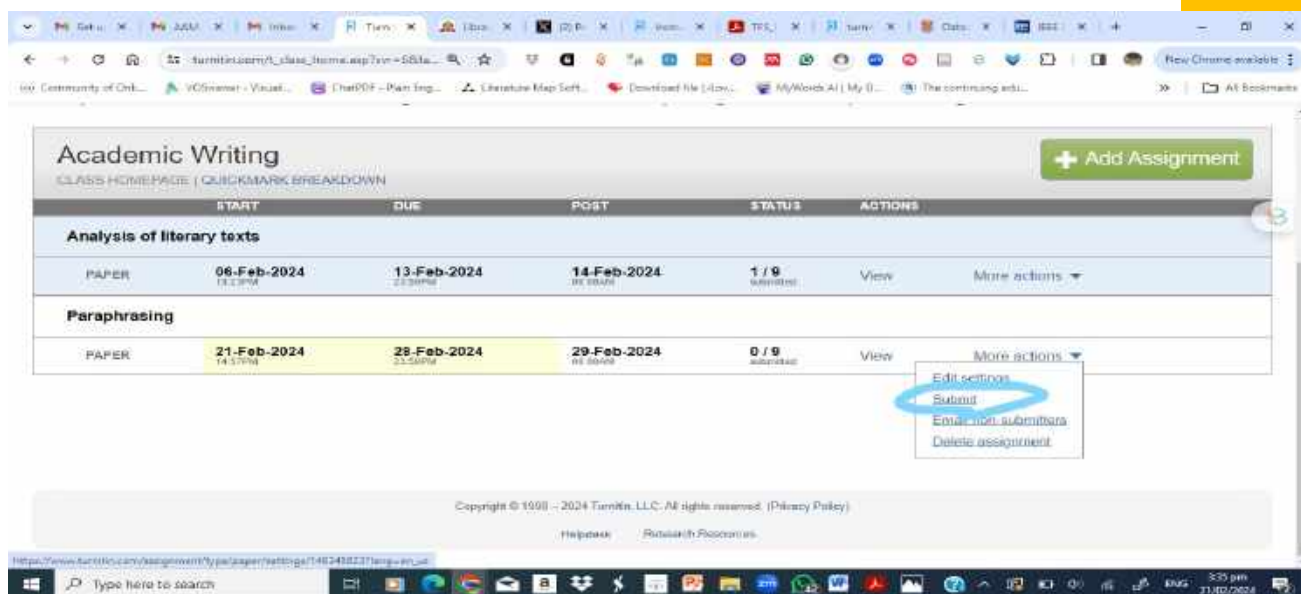
GUIDE 4: CONDUCTING SIMILARITY TESTS ON TURNITIN

To conduct a Similarity Test on Turnitin, you must first set up a Class and an Assignment.

Follow the picture guideline below:

Step 1: From your Assignment page, select “Submit” in “More actions” when you click on the dropdown arrow

Figure 1: Class page to enable submission

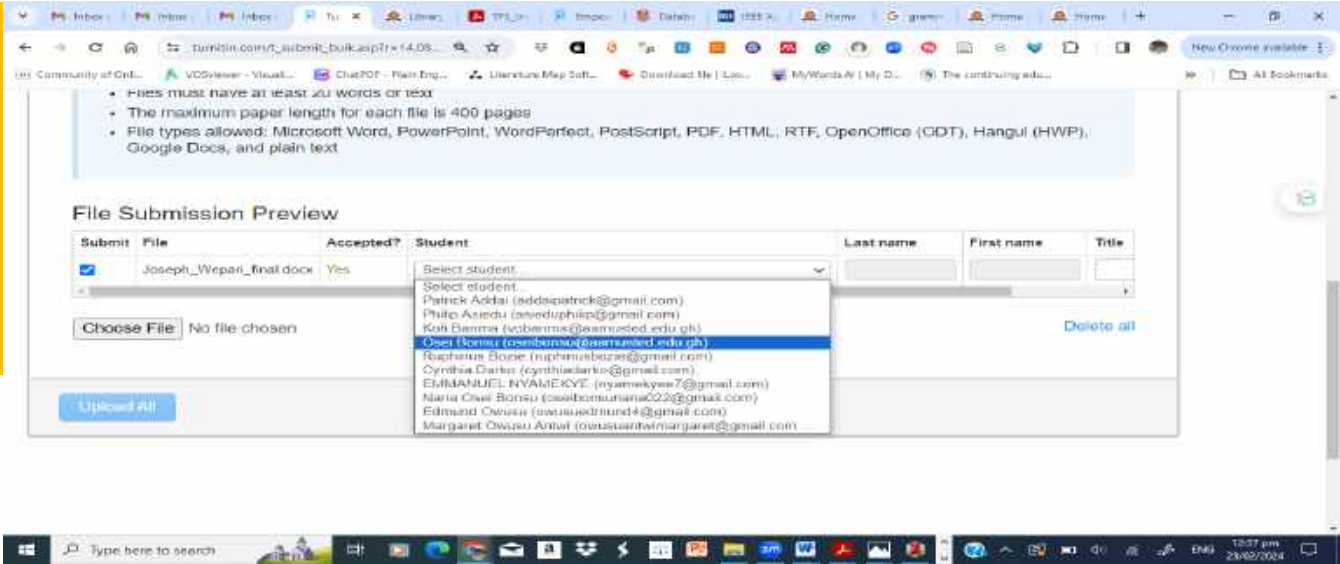


From the above screenshot, the name of the Class is “Academic Writing”, with two Assignments “Analysis of literary texts” and “Paraphrasing”.

Step 2: You will be taken to a location on your computer to upload your work, e.g thesis or the work you are testing for similarity.

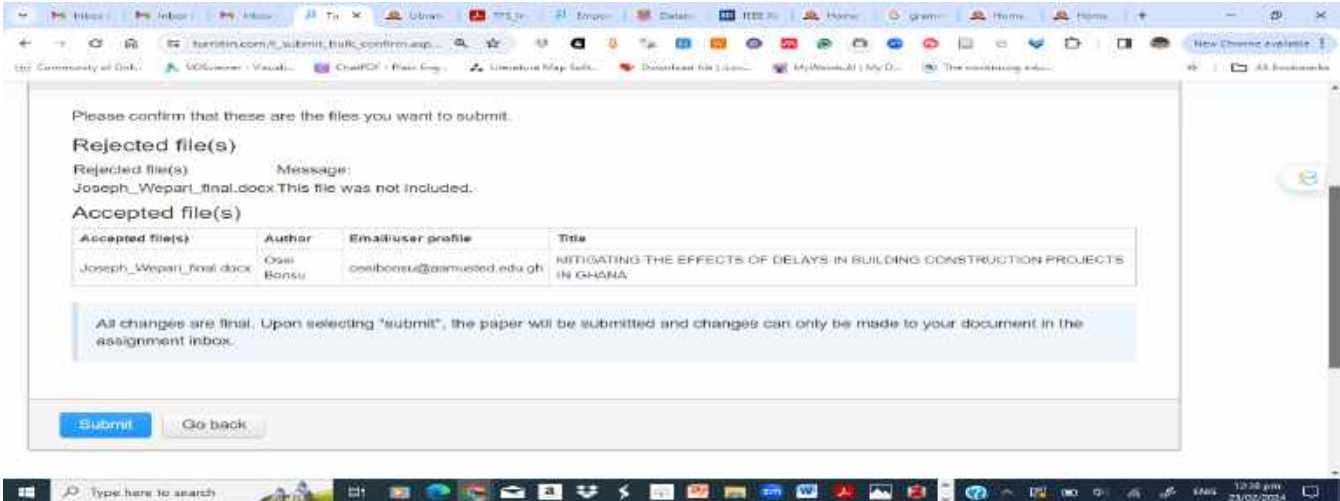
Step 3: Select a pre-filled space to enter the **author details and title** of the paper. This would be seamless if you have already enrolled the student that owns the paper.

Figure 2: Interface to complete the author and paper details



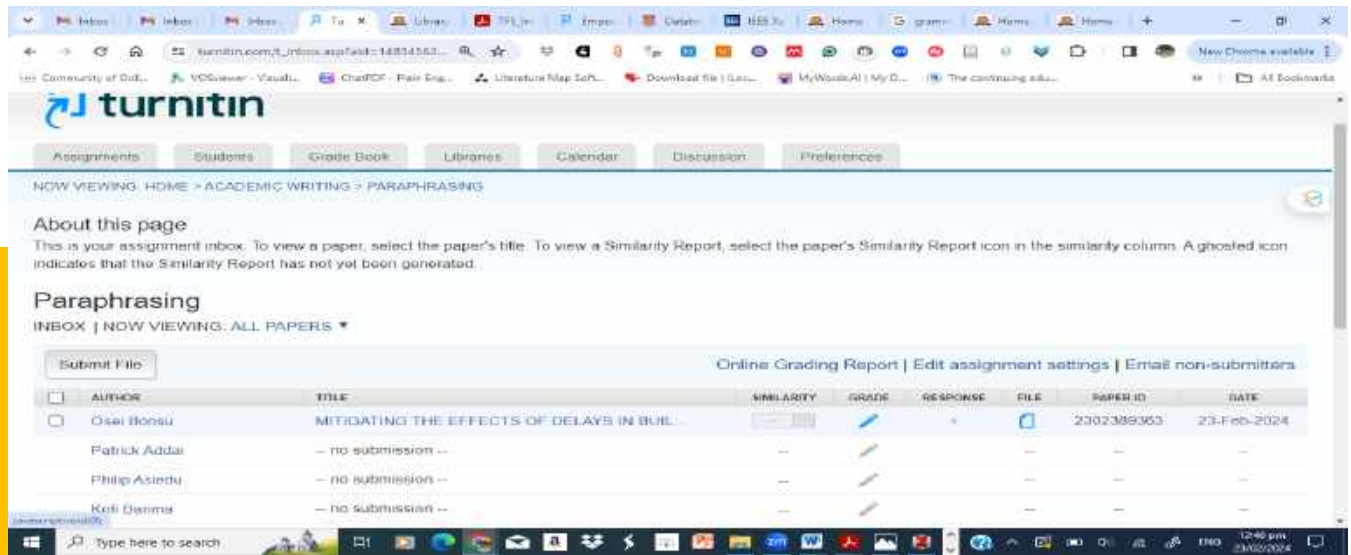
Step 4: Click on the “Submit” button and wait for a few minutes for the test to be completed.

Figure 3: Submission stage



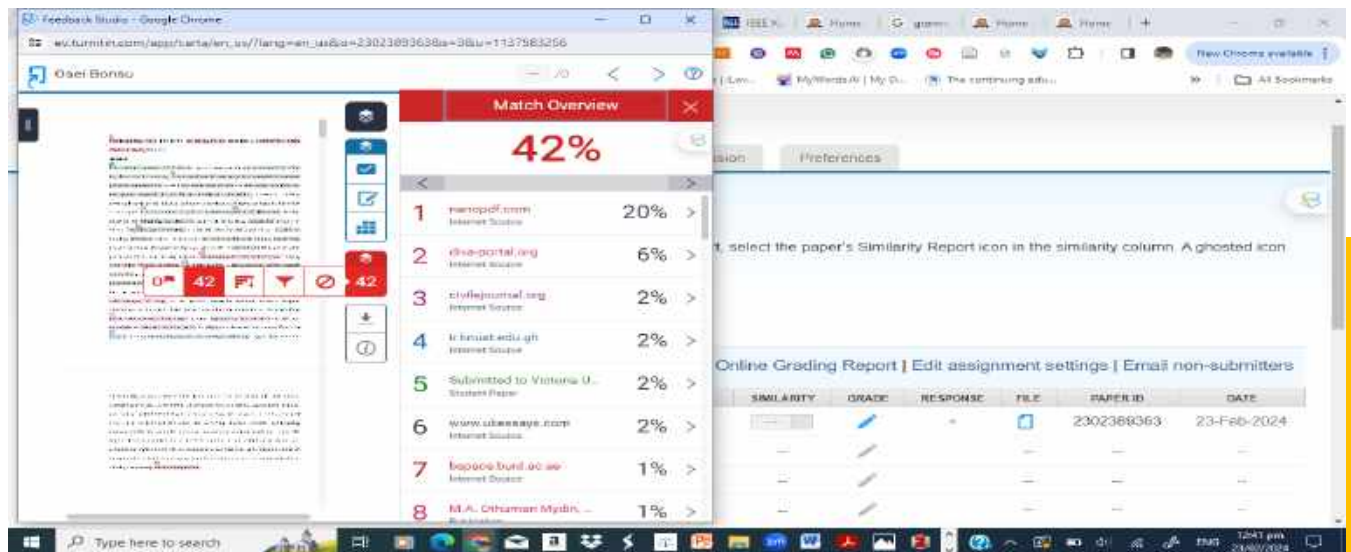
Step 5: After the test is completed, you will be returned to the Submission Inbox. Click on the title, i.e. “Mitigating the effects of delays in buil...” for the full details of the Test in the Feedback Studio.

Figure 4: The results page



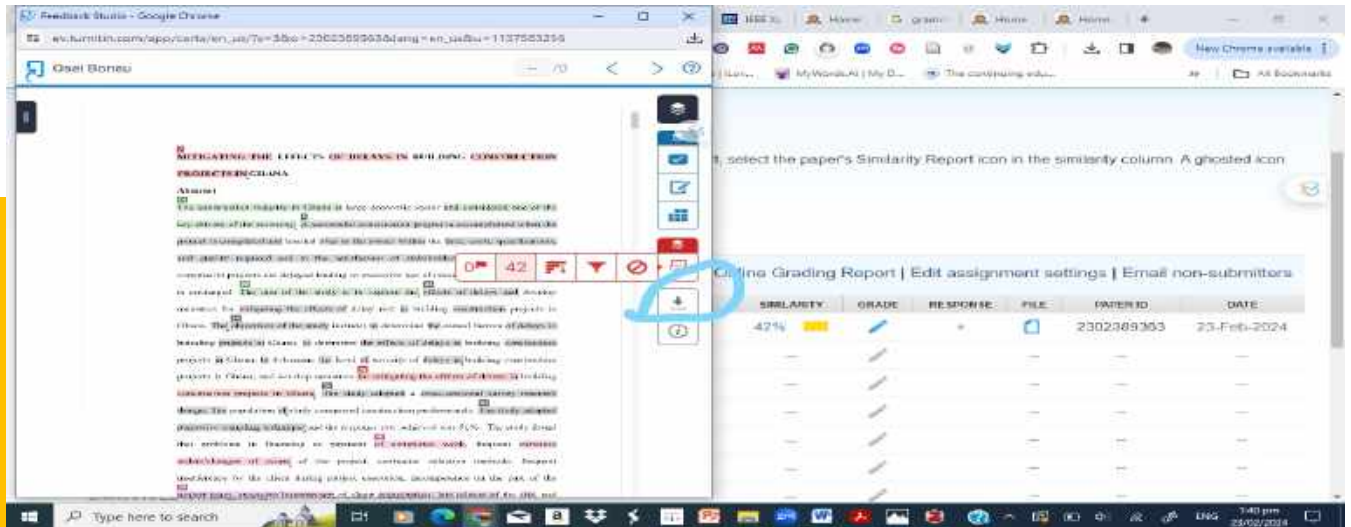
Step 6: From the new page (Feedback Studio), which is a view of the tested paper, select the “Similarity Tool” from a list of menus located on the right side of the document (appears vertically, 5th on the menu list).

Figure 5: Turnitin Studio for assessing the Test Results

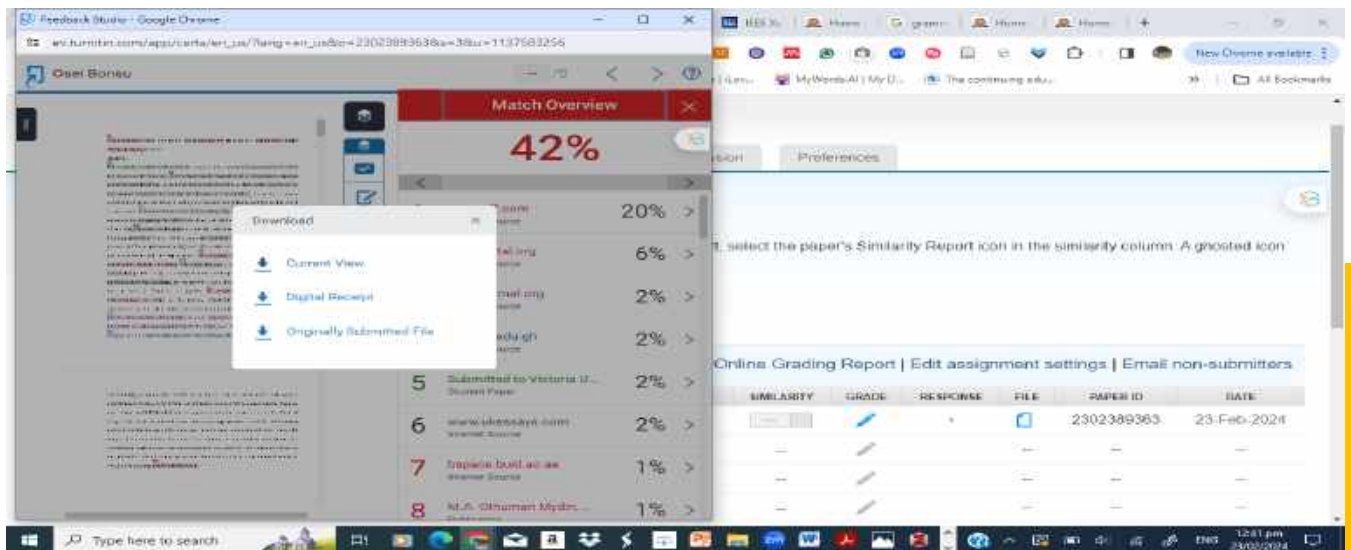


Step 7: Download the **Tested Paper** with the source matches and corresponding similarity Scores.

Figures 6 & 7: Download the Paper



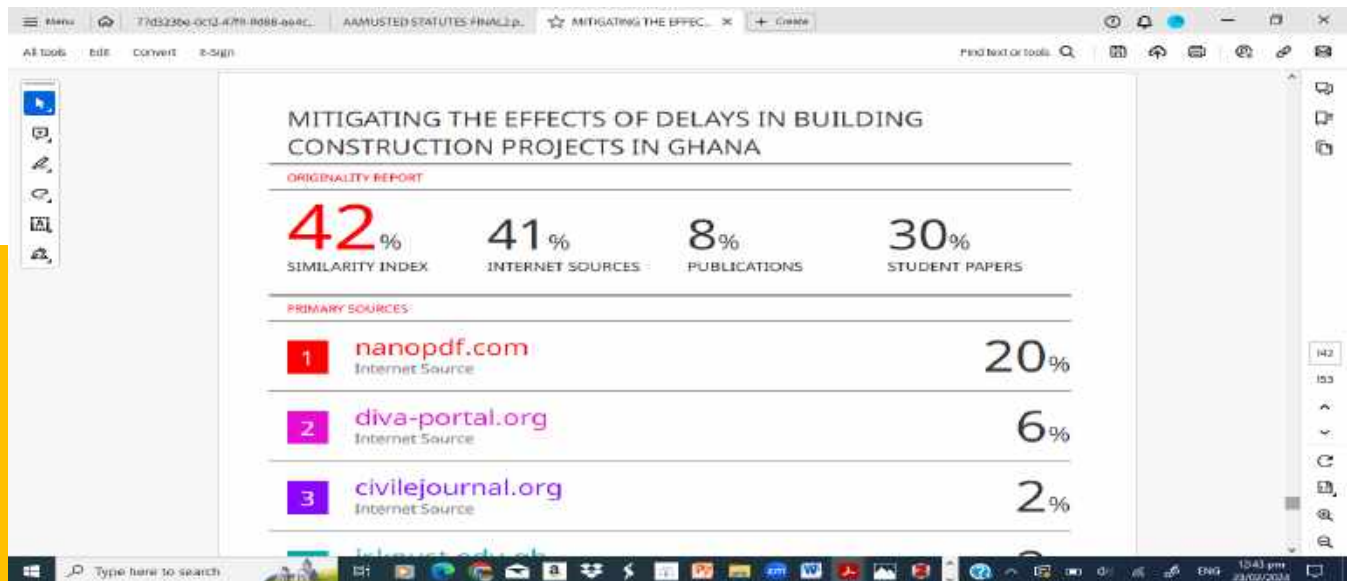
Select “Current View” to download the test result



Interpretation of the Originality Report

At this stage, you have completed the process of testing for similarity on Turnitin. The Originality Report of a hypothetical paper is indicated below:

Figure 8: An Originality Report of a Paper



Excerpts from the AAMUSTED Plagiarism Policy

1. AAMUSTED Policy guidelines on Plagiarism recommend an overall similarity index of 20% for all assessable works in the University.
2. Single source similarity must not exceed 1% for every item on the similarity report.
3. Final originality reports must be signed and endorsed by an authorised staff of the Library.

For more information or assistance on Turnitin at AAMUSTED, call the Virtual Services Librarian. Mr Charles Mensah, on 0249590545