**Student Instructions for turnitin.com**

As of this very second, you are now required to enter all formal essays (typed) into the online database *turnitin.com*. This will ensure that you are not plagiarizing an essay or even small parts in your essay. This will also ensure that future students can not use your brilliantly written essays in another class at another time. The reason for this is simple: plagiarism is a major no-no. Now, I know what many of you may be thinking; “But Mr. Meserve, we don’t even know how to enter an essay into the online database. Whatever shall we do?” Well, have no fear, young grasshoppers, because I am about to take you on a magical mystery tour that will allow you to fully understand all of the complexities surrounding *turnitin.com*. By the end of our amazing journey, you will all be certified professionals in the field of entering essays into the database. Step one: Go to www.turnitin.com. Next, click the giant button that says **New Users Click Here**. Locate the box that says **New Students Start Here** and click the **Create a User Profile** link. Step two: click the **Student** link. On the next page, enter the appropriate information (I have provided you with the Class ID number). The enrollment password is “meserve.” When finished, click the button that says **I Agree – Create Profile**.

Yea! You’ve created a profile! Now you need to log in to the system. Did you log in? You did? Awesome. Now, your next step will be to click on the appropriate class. This will take you into the class itself. Once there, you will see the assignments that are available to submit. They should be very easy to spot because I label them as plainly as possible. For example, an *Oedipus Rex* essay is labeled **Oedipus Rex Essay**. Now, in order to submit a paper, you will need to click on the little picture of a piece of paper. You shouldn’t have any trouble finding it. It is located right next to the assignment name, and the graphic has a little green arrow on it as well. Plus, when you scroll your mouse over it, the little white arrow is magically transformed into a little white hand. Clicking this link will take you to a screen where you will need to enter your first and last name and the title of your paper. After you have done so, simply click on the **Browse** button to search for your paper. When you locate the correct file, hit **Okay** and then **Submit**. The next screen will show you a preview of your paper. I highly suggest taking this opportunity to read over your essay one more time to search for errors you may have missed. After you are 100% satisfied with your essay, you will need to click the very large, very obnoxious button that says **Yes, Submit**.

Now, the final part may take a minute or two. After you submit a paper, the website will take you to a page that says, “You have successfully submitted this paper”. Below is a copy of your Turnitin Digital Receipt. Click the link that says **Your Portfolio** or something like that. On the next screen, you should see a little graphic with some number percentage attached to some rectangle of color. But remember, it may take a minute. If you don’t see any colors, you may be color blind. Go have your eyes checked out. The other possibility is that the system has not yet generated an **Originality Report**. Wait a bit and hit the **Refresh** button on your browser. When you finally see a little colored square (blue, yellow, orange, or red) click on it. Doing so will bring up a new window. This is the originality report for your essay. Locate the small text box next to the word **Mode**. Click on the little arrow next to it and click **Show Matches One at a Time**. This will show all of the text in your essay that matches text from other essays in the database. Basically, it will show you what may be plagiarized and what may need citations. When you have made the appropriate corrections (if needed), upload the paper again and print this page. You will be turning in the originality report with every essay you write in this class.