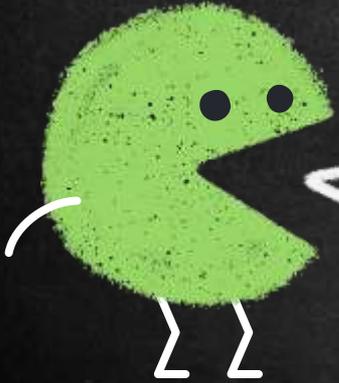
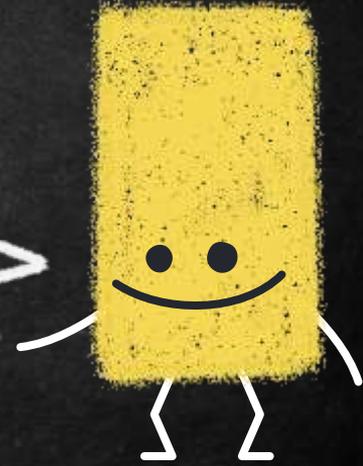


HELLO!

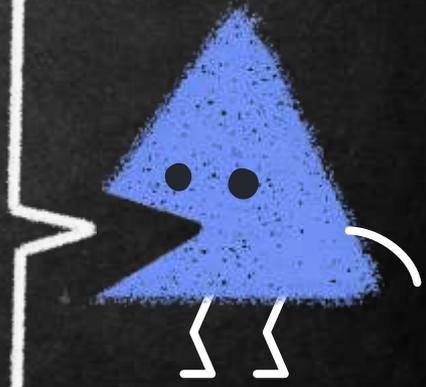


# STUDENTS SELF-ENROLLING INTO A TURNITIN CLASS

2023.08.UPDATE

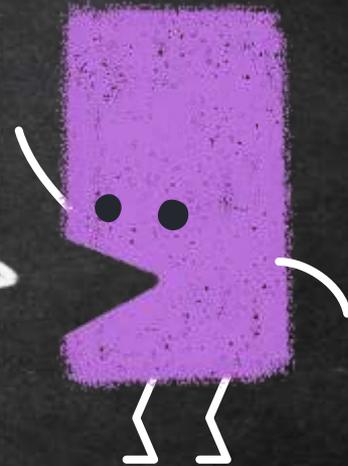


1. ACCOUNT SETUP
2. SUBMITTING THE PAPERS
3. DIGITAL RECEIPT
4. FAQ



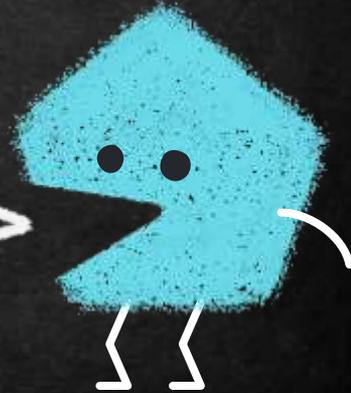
“

Please do not post the  
class ID & key on a  
publicly accessible  
website.



# 1. Account Setup

Please use NCHU mail



Library offers option 1

Two options to enroll students into a class. :

1. **Student Self Enrollment**
2. Consult your teacher or department staff on how to applicate a account.

Go to NCHU Library  
E-Resources  
> Database



keyword "Turnitin"

Choose Turnitin中興大學著作原創性比對系統



## Create a New Student Profile

**Class ID Information**

All students must be enrolled in an active class. To enroll in a class, please enter the class ID number and class enrollment key that you were given by your instructor.

Please note that the key and pincode are case-sensitive. If you do not have this information, or the information you are entering appears to be incorrect, please contact your instructor.

Class ID  
987654321 **Class ID**

Class enrollment key  
123456789 **Enrollment key**

**User Information**

Your first name

Your last name

Display names as

- First name (Space) Last name (example: John Smith)
- Last name (Space) First name (example: Smith John)
- Last name(No space)First name (example: SmithJohn)



Click on the 2<sup>nd</sup> link  
Do not share your enrollment key publicly  
outside of your institution.

When off campus, you need to  
log in by NCHU Single Sign On  
account & password

and Authorize proxy access

## User Login

### NCHU Single Sign On System

For current NCHU faculties, staff, and students, please login through NCHU Single Sign On system by clicking this link.

NCHU Single Sign On System

## 請求許可 Request for Permission

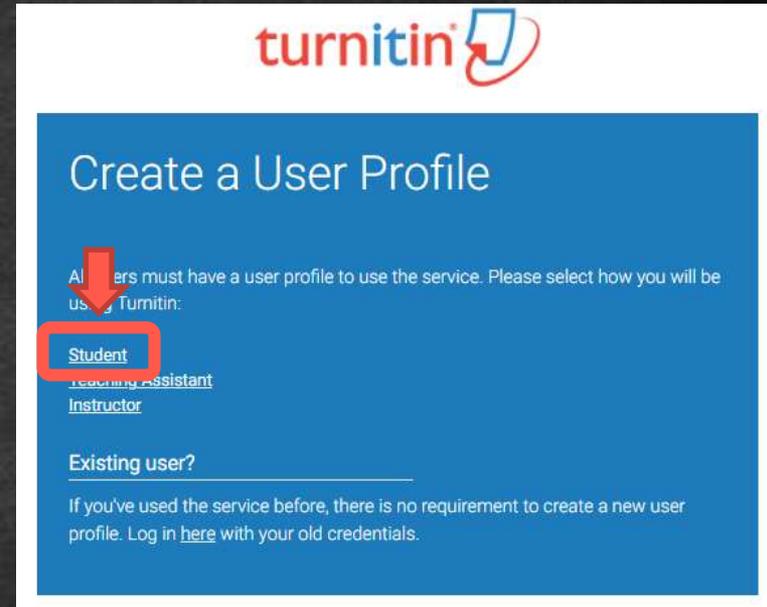
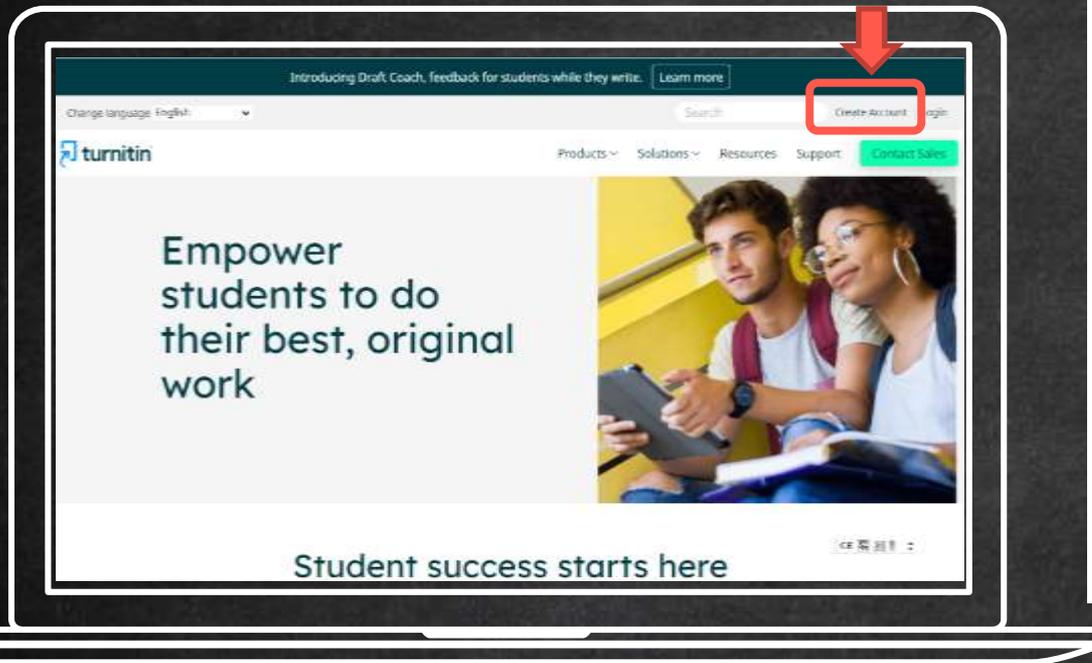
Proxyone 想取用您的資訊 ...

Client Proxyone will like to access this information of you ...

拒絕 Decline

授權 Authorize

Click on the **Create Account**



Display names as

- First name (Space) Last name (example: John Smith)
- Last name (Space) First name (example: Smith John)
- Last name (No space) First name (example: SmithJohn)

Email address

██████████@dragon.nchu.edu.tw

Confirm email address:

██████████@dragon.nchu.edu.tw

Password and Security

Please keep in mind that your password is case sensitive (for example, pa551234 would be different than pass1234) and must be at least 8 characters long.

Enter your password

.....

Confirm your password

.....

Next, please enter a secret question and answer combination. You will be asked for this combination if you ever forget your password and need to reset it.

Secret question

Where was the first place that you traveled to?

Question answer

korea



**Please use NCHU mail**

**Enter and confirm your password**

**It must be contains alphabet & numbers,  
at least 8 character long.**

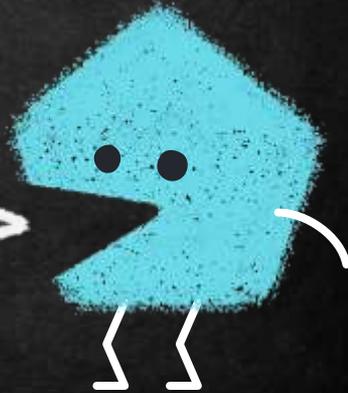
You have now added the class and ready to submit an assignment for checking.



The screenshot displays the Turnitin student interface. At the top, there is a navigation bar with the Turnitin logo and links for 'All Classes', 'Enroll in a Class', 'What is Plagiarism?', and 'Citation Help'. Below this, the page indicates 'NOW VIEWING: HOME' and provides an 'About this page' section explaining the student homepage's function. The main content area features a header for 'National Chung Hsing University: 圖書館&行政單位' and a table of enrolled classes. The table has columns for Class ID, Class name, Instructor, Status, Start Date, End Date, and Drop class. The class with ID 37980582 is highlighted with a red box.

Class ID	Class name	Instructor	Status	Start Date	End Date	Drop class
3330110	111-1學期(圖書館建置作業區適用於「你曾多次修改的...)	余考組 中興大學	Active	26-Jul-2022	31-May-2023	
37980582	111-2學期(圖書館建置作業區適用於「你曾多次修改的...)	余考組 中興大學	Active	17-Feb-2023	30-Sep-2023	

## 2. Submitting the papers



Click on “submit” button to upload your document

Assignment Inbox: 111-1學期(圖書館建置作業區適用於「仍需多次修改的文章草稿」，上傳的文章不會被儲存在Turnitin作為比對來源，可多次比對)

Assignment Title	Info	Dates	Similarity	Actions
論文、報告比對1	<a href="#">i</a>	Start 26-Jul-2022 4:57PM Due 31-Jan-2023 11:59PM Post 31-Jan-2023 11:59PM		<a href="#">Submit</a> <a href="#">View</a> <a href="#">Download</a>
論文、報告比對2	<a href="#">i</a>	Start 26-Jul-2022 4:58PM Due 31-Jan-2023 11:59PM Post 31-Jan-2023 11:59PM		<a href="#">Submit</a> <a href="#">View</a> <a href="#">Download</a>
論文、報告比對3	<a href="#">i</a>	Start 01-Aug-2022 2:48PM Due 31-Jan-2023 11:59PM Post 31-Jan-2023 11:59PM		<a href="#">Submit</a> <a href="#">View</a> <a href="#">Download</a>
論文、報告比對4	<a href="#">i</a>	Start 01-Aug-2022 3:20PM Due 31-Jan-2023 11:59PM Post 31-Jan-2023 11:59PM		<a href="#">Submit</a> <a href="#">View</a> <a href="#">Download</a>
論文、作業比對5	<a href="#">i</a>	Start 01-Aug-2022 3:24PM Due 31-Jan-2023 11:59PM Post 31-Jan-2023 11:59PM		<a href="#">Submit</a> <a href="#">View</a> <a href="#">Download</a>

# File Requirement

**YES**

Text

Less than 100 MB

less than 800 pages

File types

word, excel, power point, PDF,  
html, RTF, ODT, HWP

Chrome, Firefox

images, forms, graphics  
password protected LaTeX

**NO**

## Submit: Single File Upload

STEP ● ○ ○

First name

Last name

Submission title

**Enter your thesis/dissertation title**

What can I submit?



Choose the file you want to upload to Turnitin

**Select your file**

## Requirements for single file upload

- File must be less than 100 MB ([read suggestions](#) to meet requirements)
- The maximum paper length is 800 pages
- All file types are allowed and can receive marks in GradeMark and PeerMark; however, only Microsoft Word, PowerPoint, WordPerfect, PostScript, PDF, HTML, RTF, OpenOffice (ODT), Hangul (HWP), Google Docs, and plain text files with at least 20 words of text will be eligible to receive Similarity Reports

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.

**Upload your file**



It can take 30 minutes to several hours to return your similarity report.

Please wait until the report is generated.

Assignment Inbox: 111-1學期(圖書館建置作業區適用於「仍需多次修改的文章草稿」，上傳的文章不會被儲存在Turnitin作為比對來源，可多次比對)

Assignment Title	Info	Dates	Similarity	Actions
論文、報告比對1		Start 26-Jul-2022 4:57PM Due 31-Jan-2023 11:59PM Post 31-Jan-2023 11:59PM	 Processing	<a href="#">Resubmit</a> <a href="#">View</a> 

Click at the percentage score to view your report

Assignment Inbox: 111-1學期(圖書館建置作業區適用於「仍需多次修改的文章草稿」，上傳的文章不會被儲存在Turnitin作為比對來源，可多次比對)

Assignment Title	Info	Dates	Similarity	Actions
論文、報告比對1		Start 26-Jul-2022 4:57PM Due 31-Jan-2023 11:59PM Post 31-Jan-2023 11:59PM	 17%	<a href="#">Resubmit</a> <a href="#">View</a> 

For each assignment, you are allowed **3 resubmission attempts** where the similarity report will generate immediately.

After 3 attempts, from **the 4th time**, you will have to wait 2-3 days before a new similarity report can be generated.

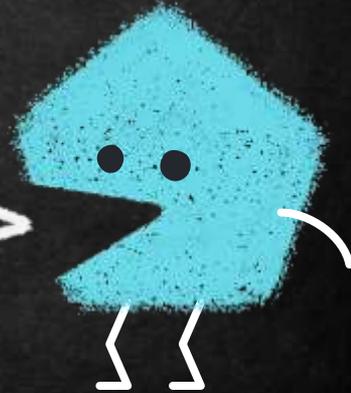
**You can use assignment 1-5 to save your time.**

Assignment Inbox: 111-1學期(圖書館建置作業區適用於「仍需多次修改的文章草稿」, 上傳的文章不會被儲存在Turnitin作為比對來源, 可多次比對)

Assignment Title	Info	Dates	Similarity	Actions
論文、報告比對1	①	Start 26-Jul-2022 4:57PM Due 31-Jan-2023 11:59PM Post 31-Jan-2023 11:59PM	17% 	Resubmit View 
論文、報告比對2	①	Start 26-Jul-2022 4:58PM Due 31-Jan-2023 11:59PM Post 31-Jan-2023 11:59PM		Submit View 
論文、報告比對3	①	Start 01-Aug-2022 2:48PM Due 31-Jan-2023 11:59PM Post 31-Jan-2023 11:59PM		Submit View 
論文、報告比對4	①	Start 01-Aug-2022 3:20PM Due 31-Jan-2023 11:59PM Post 31-Jan-2023 11:59PM		Submit View 
論文、作業比對5	①	Start 01-Aug-2022 3:24PM Due 31-Jan-2023 11:59PM Post 31-Jan-2023 11:59PM		Submit View 

### 3. Digital Receipt

\*NCHU master/doctoral students are required to submit your **printed digital receipt** to the library in your school leaving procedure.



Please fill out the **full title of your dissertation** when you submit your paper in Turnitin.

**Download**

- Current View
- Digital Receipt**
- Originally Submitted File

**turnitin**

### Digital Receipt

This receipt acknowledges that Turnitin received your paper. Below you will find the receipt information regarding your submission.

The first page of your submissions is displayed below.

Submission author: 曾  
 Assignment title: 論文、報告比對1  
 Submission title: Analytics Play a Key Role-1st version  
 File name: 0226.docx  
 File size: 401.29K  
 Page count: 118  
 Word count: 82,910  
 Character count: 107,604  
 Submission date: 05-Aug-2022 10:19AM (UTC+0800)  
 Submission ID: 1878963973

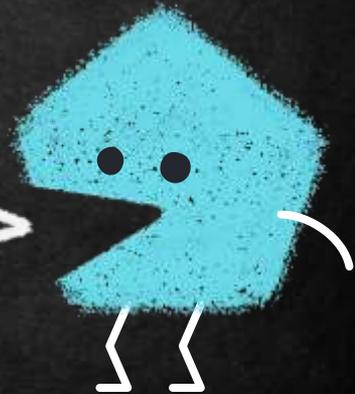
國立中央大學圖書館資訊學研究所  
 碩士學位論文(草稿)

以圖書館數位建構品文期刊典藏之可行性研究  
 Feasibility of Building Journal Collections through  
 Article-Level Acquisitions

指導教授：羅思嘉博士 Dr. Ssu Chia Lo  
 研究 生：曾德尊 Jih-Fa Tsung

中華民國一百零八年 月

## 4. FAQ

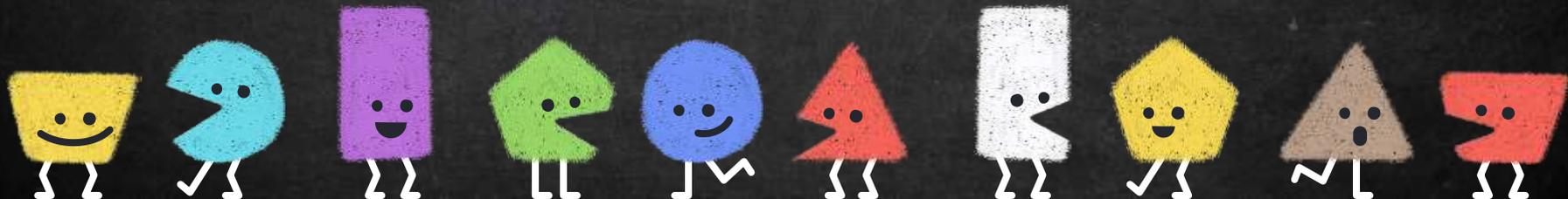


# Q1 、 What do I do if I forgot my Turnitin password?

FAQ #1

- Click on the [Login button](#) at the top right of the homepage.
  - Click the link alongside [Forgot your password?](#)
  - Enter the email address and [last name](#) associated with your Turnitin user profile, then click Next.
  - Type the answer to your secret question in the Answer box.
- If you have forgotten the answer to your secret question, click the link labelled [Forgot your answer?](#) This will send a link to reset your password to your registered Email address.

Create Account | Login



# Log in to Turnitin

Email address

This field is required.

Password

This field is required.

Log in

Or

 Sign in with Google

 Log in with Clever

Forgot your password? [Click here.](#)  
Need more help? [Click here.](#)

# Reset User Password

Please enter the email address you used to create your user profile. Click "next" when you are done.

Email Address

Enter the email address

Last Name or Family Name

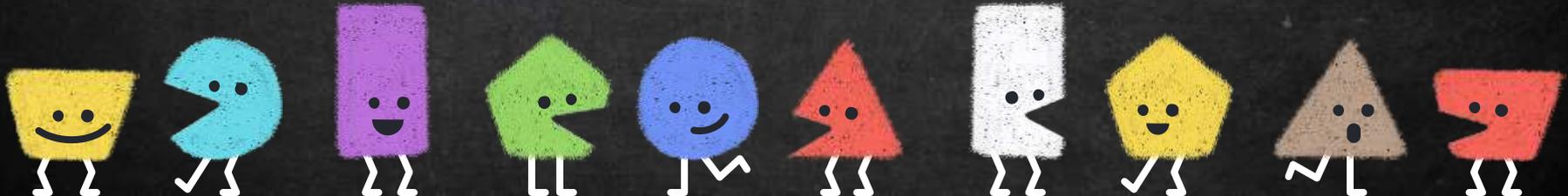
Enter the **last name**

If you do not know the email address for your account...

Ask your instructor (or Turnitin administrator, if you are an instructor) to look up your email address.

NOTE: Due to privacy agreements, Turnitin CANNOT release your email address - even to you. You MUST get this information from your institution.

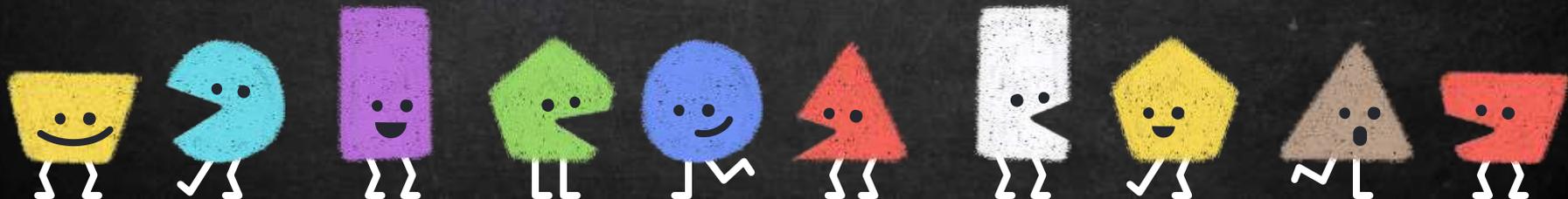
Next



## Q2 、 How much is too much percentage?

You may use the **filter** to reduce the similarity score.  
Your teacher can also help you exclude certain **SOURCES**.(You have to submit a paper to your teacher' s Turnitin assignment.)

The best way is discussing the appropriate criteria with your department or your teacher.



“

If you require additional  
information or assistance,  
please contact me :

[wanjenchang@dragon.nchu.  
edu.tw](mailto:wanjenchang@dragon.nchu.edu.tw)

THANK YOU!

