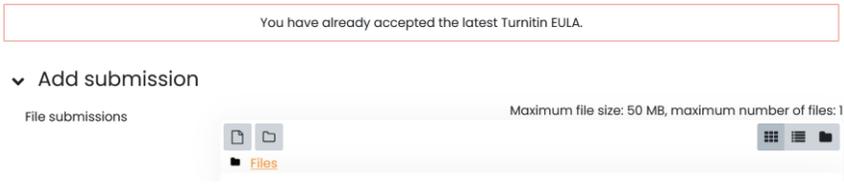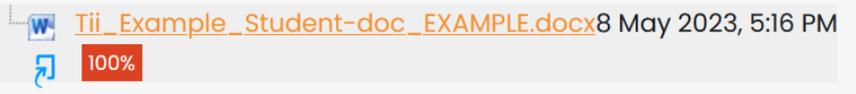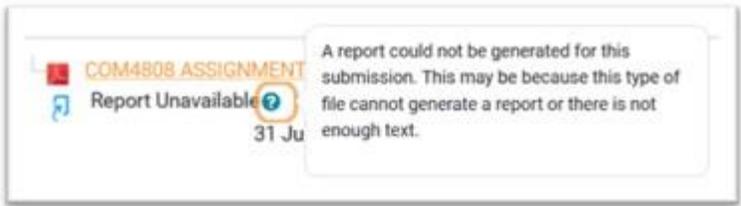# turnitin™

2023 UNISA Turnitin UNDERGRADUATE student FAQ list

1	What is Turnitin?	Turnitin is the Originality Checking service used at Unisa to prevent plagiarism and encourage academic integrity.
2	Where do I find Turnitin?	Turnitin is integrated with myUnisa (myModules & myExams) and the application is automated.
3	Do I have to do Turnitin separately?	NO, you do not. Since Turnitin is integrated with myUnisa, separate submissions are NOT required.
4	Do I have to **request** Turnitin for assignments?	NO, you do not. Turnitin will run automatically for selected assignments.
5	Do all **assignments** require originality checking?	NO, they do not. Turnitin is applied for selected assignments only.
6	Do I have to accept the Turnitin **EULA** when uploading an assignment on myUnisa?	YES, you have to. The Turnitin EULA (End User License Agreement) is required to run an originality check for your submissions. **Example: Turnitin EULA must be accepted** For this submission to be sent to Turnitin, you must accept the Turnitin End User Licence Agreement. I accept the Turnitin EULA I decline the Turnitin EULA
7	Do I have to accept the Turnitin **EULA** for every submission with Turnitin requirements?	NO, you will be asked once only to accept the Turnitin EULA. It will be acknowledged automatically after the first submission. **Example: Turnitin EULA already accepted** You have already accepted the latest Turnitin EULA. ˅ Add submission File submissions Maximum file size: 50 MB, maximum number of files: 1 ▪ Files
8	Are submissions **stored permanently** on Turnitin?	**YES, submissions are permanently stored on Turnitin!** This is done to protect your work from future plagiarism by others.
9	Do I have to include a **title/cover page** for my assignment?	**YES,** the title page confirms your authorship. UNISA Turnitin submissions are **'all inclusive'**, thus every assignment needs to include a title/cover page with your name and student number. **Note: We cannot protect your authorship without it.**
10	Do I have to include a **bibliography**/reference list for my assignment?	**YES,** when a bibliography/reference list is applicable to the specific assignment because it validates the research content in your assignment. UNISA Turnitin submissions are **'all inclusive'** and requires the inclusion of a bibliography/reference list when applicable to the specific assignment. **Note: We cannot acknowledge your original content without it.**

11	Can I **first** verify my assignment before submitting the final version for marking/grading?	YES, you may first upload your assignment and review the current similarity report. This gives you the opportunity to discuss the findings with your lecturer BEFORE making changes for the final version to be uploaded.
12	May I check my assignment a **second** time before submitting the final version for marking/grading?	YES, you may upload your assignment a second time to review similarity report findings. This gives you another, but final chance to discuss the findings with your lecturer BEFORE making changes for the final version to be uploaded.
13	Will my first assignment submission appear as possible **plagiarism** when I upload the revised version?	NO, it will not, provided you uploaded your first assignment version yourself within the formal Unisa submission space – myUnisa.
14	Is my **third** assignment submission the final similarity check to be used for marking/grading?	YES, the third upload you make for the assignment is considered the **FINAL** version and will be used to conduct a FINAL similarity check for purposes of marking/grading.
15	Are my first and second assignment versions seen as possible **plagiarism** when my third and FINAL version is processed?	NO, they are not, provided you uploaded your first and second assignment versions yourself within the formal Unisa submission space – myUnisa.
16	How **long** does it take to generate a similarity report?	The Similarity Report is generated by Turnitin within **24 hours** after receipt from myUnisa. **Example: Stage 1** Tii_Example_student-doc_fullbright.pdf 9 May 2023, 5:10 PM — Queued — Note: Do not attempt to resubmit the assignment when it is being queued! **Example: Stage 2** HREDU82-23-Y-9E Assignment 2 .pdf 9 August 2023, 6:33 AM — Pending — Note: Do not attempt to resubmit the assignment when it is pending!
17	How will I **know** if the Similarity Report has been generated successfully?	When the Similarity Report has been generated, it will be attached to your assignment and will display the Similarity Index (%). **Example: Similarity Report completed** Tii_Example_Student-doc_EXAMPLE.docx 8 May 2023, 5:16 PM — 100%

18	What is a Turnitin Similarity **Report**?	The Similarity Report provides a summary of matching text found in the submitted assignment.
		• The Similarity Report reveals the sources of matching text identified.
		• The extent of matching text is indicated by an index of similarity, shown as a percentage.
		Note: This means the higher the percentage is, the greater the extent of non-original content.
19	May I **view** the Similarity Report?	YES, Unisa students are permitted to view the similarity reports for their own assignments.
20	How do I **open** the Similarity Report?	Click on the Similarity Index (%) block attached to your assignment and the report will open in a new window.
21	*What does the **percentage** on the Originality Report mean?*	*The percentage shown on the Similarity Report is an **indication of NON-ORIGINAL content and is NOT a** " percentage of plagiarism".*
22	What is the **acceptable** percentage for the overall Similarity Index?	**The Similarity Index does NOT indicate plagiarism, thus there is NO "acceptable percentage".**
		• Plagiarism, if present in the assignment is unacceptable, regardless of the overall Similarity Index!
		Please refer to the Unisa policies regarding plagiarism, copyright, academic integrity and ethical conduct.
		• Originality Reports are analysed to determine if plagiarism occurred, whether inadvertently or with intent.
		Note: The above means, even when the similarity index or a specific individual match percentage is very low, but portions of blatant plagiarism are found in the text, it is still unacceptable.
23	What is the acceptable percentage for an **Individual Source**?	**Very important:** As a universal rule for all Unisa students, the similarity of submission content to an individual source must be below 5%.
		This generous allowance accommodates subject terminology and acknowledgement of sources.
		Note: Ask your lecturer about conditions under which a certain percentage of matching text may be allowed and how such text must be acknowledged in your assignment.
24	Why is there no similarity report for my submission?	• Similarity reports will not be generated for corrupted files and scanned submissions.
		• Click on the blue encircled question mark next to the error message to reveal the reason.
		Example: Similarity Report unavailable
		Note: Submissions shown as queued or pending are NOT errors, they are being processed and will complete within 24-hours.

25	How do I improve content originality in my assignment? E.g. How do I reduce the index?	• Discuss the purpose and expectations of the assignment with your lecturer. • Improve your academic writing skills to present your own "voice". • Generally, it is not necessary to rework every portion of highlighted text. Note: Your focus should not be to reduce the similarity index, but to give **your own interpretation of the work done**.
26	Where do I get more information on academic integrity to avoid plagiarism?	Consult the UNISA library pages: ALL GUIDES Alphabetically - LibGuides at University of South Africa (UNISA) Attend library presentations specifically for undergraduate students: Home - Unisa Library Training and Events Calendar Libguides - LibGuides at University of South Africa (UNISA)

Regards, Unisa Turnitin Team