

## Steps to submit your Dissertation for Turnitin Report

1. Log in to your eLearn Account. On the screen, the list of modules you are enrolled to are displayed. Look for Dissertation. Below this line, there is a link to 'Dissertation'. This is shown below:




2. Click on this link. Part of the next screen is shown below:

Post Date	Marks Available
25 Aug 2014 - 11:32	100



  


: coordinator.


Similarity	Grade	Submit Paper
--	--	Submit Paper 


- Click on 'Submit Paper'. On the screen that follows, type in a 'Submission Title' (e.g. Dissertation). Click on add as shown below:


**Submit Paper**

Submission Type  File Upload 

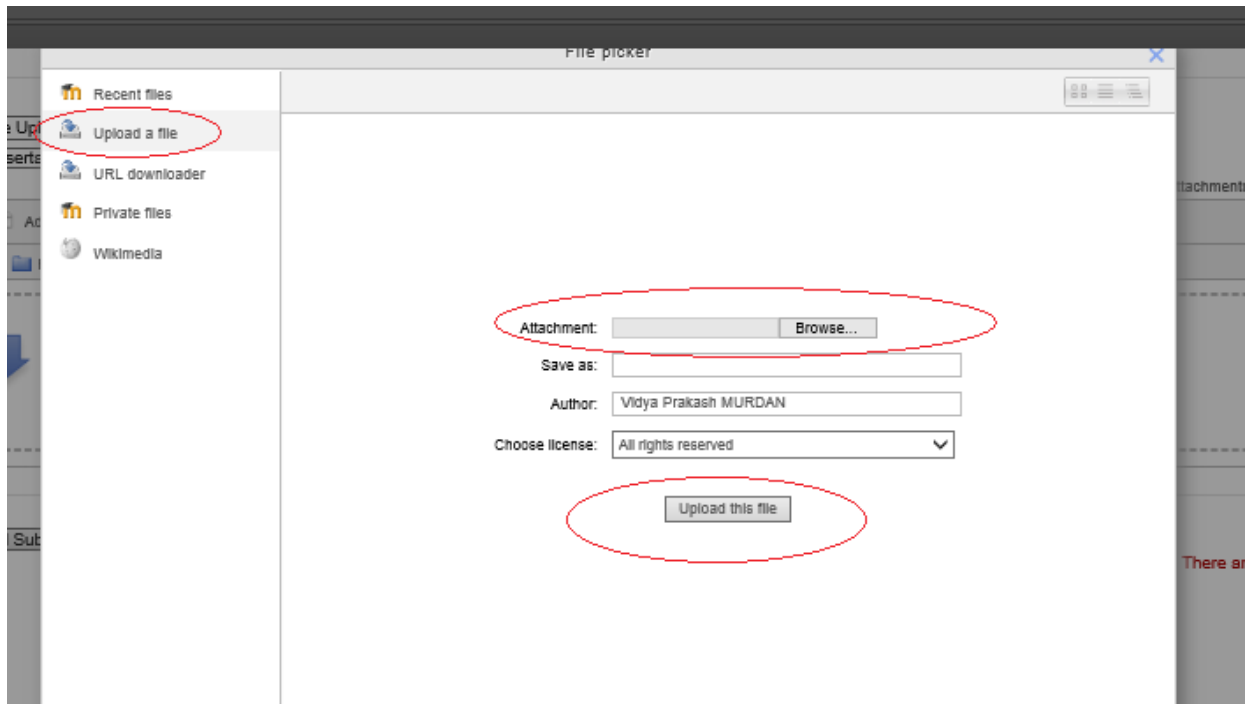
Submission Title\*  Dissertation Test Prk

File to Submit 

 Add...



- On the next screen, click on 'Upload a file', select your file from your computer and click on 'Upload this file'. Submit only the chapters (without referencing/tables/content/cover)



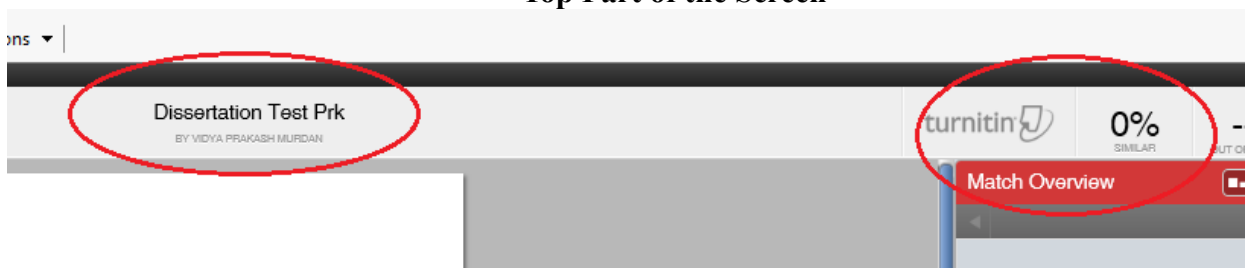
5. You will be returned to the screen at (3.) above. Click on 'Add Submission'.
6. The system will acknowledge reception of your submission. You may print this as a digital receipt.
7. Click on 'Close' to return to the screen at (2.). Under the similarity heading, there will be a coloured bar with the percentage similarity.

**Note, depending on the size of your file, the similarity index may take some time to display. This could go up to 30 minutes.**

You may login to the system later to check the similarity index.

8. Click on the bar to generate a report as shown below:

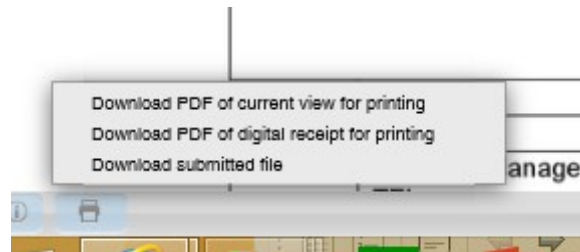
### Top Part of the Screen



## Bottom Part of the Screen



9. The top part shows the title, your name and the Percentage Similarity. In the bottom part you have a printer icon. This icon is used to print your report. This screen also show your dissertation. The parts which are similar to existing resources will be highlighted. On the right side, below the '**Match Overview**', the sources to which the dissertation is similar will be displayed. You can click on the source to visit them.
10. Click on the printer icon to have a shortcut menu as shown below:



11. With the shortcut menu you can download the turnitin report, your digital receipt or the dissertation file.
12. Click on '**Download PDF of current view for printing**'. This will download a PDF version of your turnitin report. This report will have all the information mentioned in (10.) above.
13. Go to the last pages. The last pages give a summary of your report(similarity index). The pages should be printed and submitted with your dissertation.

**Note: You submit your file(should be less than 2 mb), verify the similarity, correct your dissertation file and resubmit. You should rework until your similarity index is below the accepted level which is 20%. (Do not submit more than 5 times and always use same title name).**