PGMe: Turnitin

- ➢ **Policy update as of 1 January 2018**
    - Research students are required to upload a copy of their dissertation, thesis or exegesis in PGMe Turnitin (or equivalent programmes to Turnitin) prior to submission for examination.
    - This is to check for potential unoriginal content, improper citation or potential plagiarism.
    - Excludes dissertations, theses or exegeses presented in Te Reo Maori
    - Students should use PGMe, rather than any other version of Turnitin
    - **The Turnitin feature on PGMe has been set up to allow for research (including embargoed work) to be submitted without information being stored within the Turnitin database**

- ➢ **Students submitting an assignment in Turnitin**
    Students will –
    - Login to AUTonline https://blackboard.aut.ac.nz using their student username. PGMe is located under 'My Organisation' which when selected will take you to Turnitin.
    - Go to 'View/Complete' under Check my Research Submission

Check my Research Submission

>> View/Complete

- Upload a copy of the dissertation/thesis or exegesis.

Note:
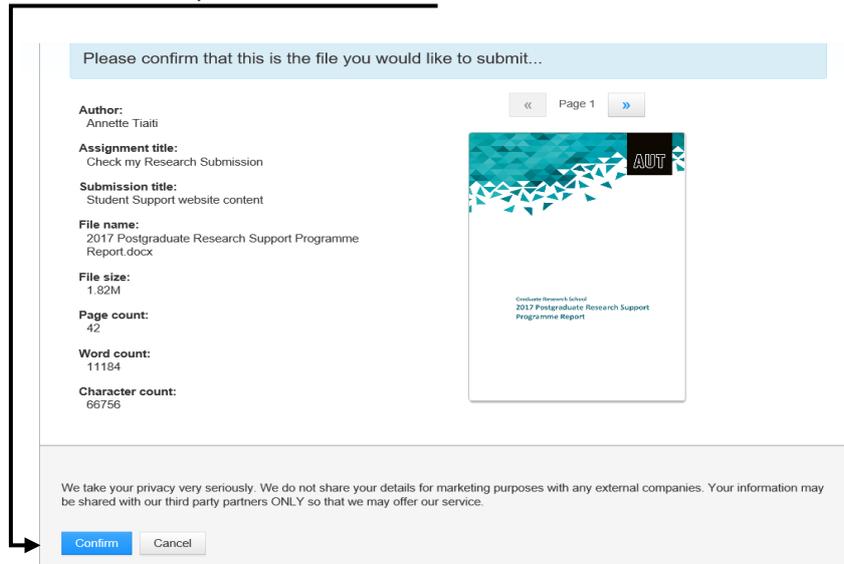
Requirements for single file upload

- File must be less than 100 MB (read suggestions to meet requirements)
- Files must have at least 20 words of text
- The maximum paper length is 400 pages
- File types allowed: Microsoft Word, Excel, PowerPoint, WordPerfect, PostScript, PDF, HTML, RTF, OpenOffice (ODT), Hangul (HWP), Google Docs, and plain text

Select **Submit** and choose the file you wish to upload.
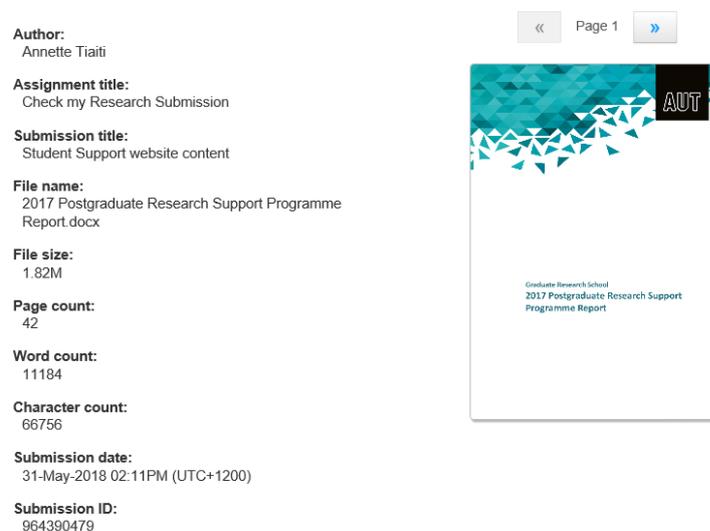
Assignment Inbox: PG_Me _19852_1				
	Info	Dates	Similarity	
Check my Research Submission	ⓘ	Start 27-Oct-2017 12:09PM Due 27-Oct-2018 11:59PM Post 31-Oct-2018 11:59PM		Submit View ⬇

- Once the file has been uploaded, select **Confirm**.

Please confirm that this is the file you would like to submit...

Author:
Annette Tiaiti

Assignment title:
Check my Research Submission

Submission title:
Student Support website content

File name:
2017 Postgraduate Research Support Programme Report.docx

File size:
1.82M

Page count:
42

Word count:
11184

Character count:
66756

We take your privacy very seriously. We do not share your details for marketing purposes with any external companies. Your information may be shared with our third party partners ONLY so that we may offer our service.

Confirm   Cancel

Note: Depending on the size of your file, the similarity report may take a few minutes to process. A digital receipt of the submission will be displayed and an email sent to the student confirming the submission has been successfully completed.

Congratulations - your submission is complete! This is your digital receipt. You can print a copy of this receipt from within the Document Viewer.

Author:
Annette Tiaiti

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Check my Research Submission

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2017 Postgraduate Research Support Programme Report.docx

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Page count:
42

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11184

Character count:
66756

Submission date:
31-May-2018 02:11PM (UTC+1200)

Submission ID:
964390479

- Students can view and download their similarity report when a percentage score is visible on the students Assignment Inbox homepage. To view the similarity report, use the cursor to select the percentage number.

Similarity

9%   Resubmit   View

- Students should notify their supervisor(s) by emailing a copy of the similarity report for discussion.

➢ **Supervisors viewing the Similarity Report.**

- (Similarity report - PDF format)

Supervisors will receive a PDF copy of the similarity report from their student. When the supervisor opens the report, they will see the following:
- Students submission title
- Submission date
- Submission ID number
- File name
- Word and Character count
- The full assignment
- Any highlighted areas in the document - with different numbers and colours to indicate similarity areas
- **Test submission originality report –** ordered according to highest percentage first. You will notice that the coloured coded areas are listed under the Test Submission area.

Any links to websites can be checked by selecting the website from the PDF report directly. Any links to other student's submissions may not be available for viewing.

- (Similarity report - online)

Supervisors can view the similarity report in PGMe. If you do not have access to PGMe, contact the Graduate Research School at grs@aut.ac.nz for access. (Refer to the handout on 'Accessing the similarity report in PGMe').

It is important to remember that the similarity index is a percentage of the papers matches to other sources. It is not an assessment of whether the paper includes plagiarised material. The similarity report is a tool for instructors to easily find matches or similar text within submitted work.