



## INSTRUCTIONS FOR USING TURNITIN.COM

Turnitin.com is an online plagiarism prevention site that has additional uses in the classroom. We'll be using this site to turn in papers electronically and discuss current science topics with our peers on the discussion board. The following information walks you through how to create an account.

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*If you've never used this site before, follow this first set of directions. Otherwise, go to the next set of directions below.*

### Creating a User Profile

1. Open an Internet browser (Safari or Firefox is preferable). Go to *turnitin.com*.
2. In the upper right-hand corner of the page, click on "Create account."
3. Under the section "New students start here," click on "Create a user profile."
4. Under "Create a new account," click on "student."
4. Type in your *Turnitin* class ID, password, and your user information. Be sure to submit a valid email address as this is the email address I will be using to contact you if necessary.

Class ID: \_\_\_\_\_

Password: \_\_\_\_\_

When finished click "I agree."

5. Turnitin.com will then take you to your home page where you can access your IPS class by clicking on it.
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*If you already have a turnitin.com account, follow these directions.*

### Enrolling in an Additional Class

1. Log in using your email address and password that you previously created.
  2. Click on the "enroll in a class" tab at the top of the window.
  3. Type in the class ID and password for the class you want to enroll in. Click "submit" and continue from there.
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### Submitting a Paper

1. After you create your account you should arrive at a page that lists your classes. Click on your class name to go to that class' page.
  2. You should arrive at your class' homepage where assignments are listed. Click on the assignment title to see any special instructions.
  3. Click on the "submit" button when you're ready to submit a paper.
  4. Under "submission title" type the name of the paper.
  5. Click "Browse" to find your file. Once you've selected the file you want to submit, click on "submit."
  6. The file you selected will appear on the screen. If this is the correct file, click "yes, submit." If this is the wrong file, click "no, go back." *Be careful which file you're uploading because you can only submit once.*
  7. The next screen will be a confirmation receipt that you will automatically have in your turnitin.com portfolio.
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### Using the Discussion Board

1. After you've logged in to your account and are at your IPS class page, click on the "discussion" tab.
2. Click on the discussion topic title you want to read and contribute to. For the initial startup demonstration, the discussion topic is "Demonstration Topic."
3. Read the description of the topic and click the "reply to topic" button.

*More instructions on the back...*

4. Type your response in the space provided and click "submit."
5. At this point you can read everyone's responses and respond as many times as you'd like.

### **Discussion board etiquette**

- When writing responses, please be respectful of others' feelings and opinions. This is an environment where students need to feel comfortable with expressing how they feel about different topics without other students being hurtful or unkind.
- Remember, all of your responses will have your name, the time, and the date attached to it. Your teacher will be monitoring the discussion board.
- Please use appropriate language, grammar, spelling, and be clear about what you are trying to say.