

Significance of matches within similarity reports

Plagiarism is a matter of academic judgement. Similarity reports should not be used as a sole determinant of plagiarism, but be used to aid lecturers to identify potential cases of plagiarism. The decision to deem any work to be plagiarised should be made only after careful examination of both the submitted paper and the indicated sources, taking into account all other evidence and the intent of the student. Students should be made aware that plagiarism can often be detected without the aid of TurnitinUK's originality checking service.

Overall Similarity Percentage

It is likely that work produced by students, at undergraduate level, will have some commonalities, as they are often writing on similar topics, using recommended texts. As a result, a similarity report will be expected to contain some matches and no percentage thresholds should be used in the evaluation. The overall percentage match figure should be viewed with caution as it might not provide a true representation of the academic integrity of the work. For example, in a large document, a very small overall percentage may contain significant matches. Conversely, single page documents with a high similarity index may not indicate plagiarism. A document with a zero or small percentage match may indicate a lack of referencing of other sources.

n.b. Some resources are not available to the TurnitinUK database therefore lecturers should continue to use their own expertise to detect a suspected case of plagiarism.

Matches to other student work

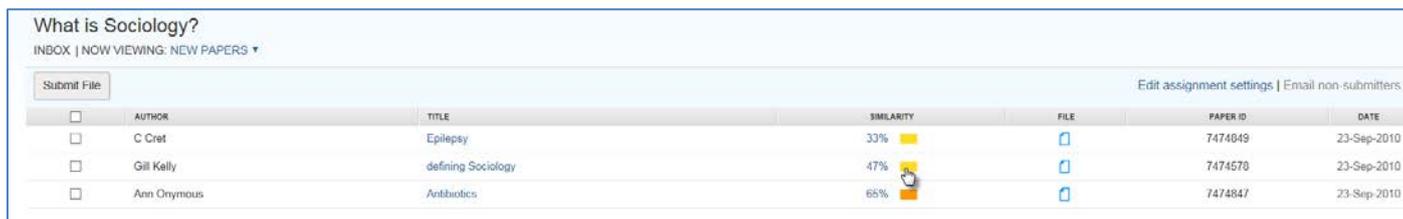
The TurnitinUK database comparison will identify all commonalities with submitted work, including students' submissions across institutions; the similarity report will show you from which institution the matches have come. Matches to other student assignments can be a result of both authors taking common extracts from the same source as opposed to one student copying from the work of another student, or collusion.

Allowing students to view similarity reports

The University promotes a formative and preventative use of TurnitinUK as a means of encouraging students to write, paraphrase and cite correctly. The option to make reports accessible in advance of the deadline and the option to resubmit are available when you set up a TurnitinUK assignment. More information on this is available in the **Creating a TurnitinUK assignment** information sheets. Before set up, check the preferred practice for your School with your School/Programme Coordinator or DE. School procedures for summative use of TurnitinUK must reflect the principles of parity and transparency.

Accessing the Similarity Report

1. To view the similarity report click on the coloured square or Similarity percentage in the assignment Inbox



	AUTHOR	TITLE	SIMILARITY	FILE	PAPER ID	DATE
<input type="checkbox"/>	C Cret	Epilepsy	33%		7474849	23-Sep-2010
<input type="checkbox"/>	Gill Kelly	defining Sociology	47%		7474578	23-Sep-2010
<input type="checkbox"/>	Ann Onymous	Antibiotics	85%		7474847	23-Sep-2010

Figure 1 Accessing the Similarity Report

Navigating to the Match Overview in the Document Viewer

2. The first screen has a red tool bar on the right of the assignment script with options for viewing the similarity report. It is usual to **click on the red number and view the Match overview first**.

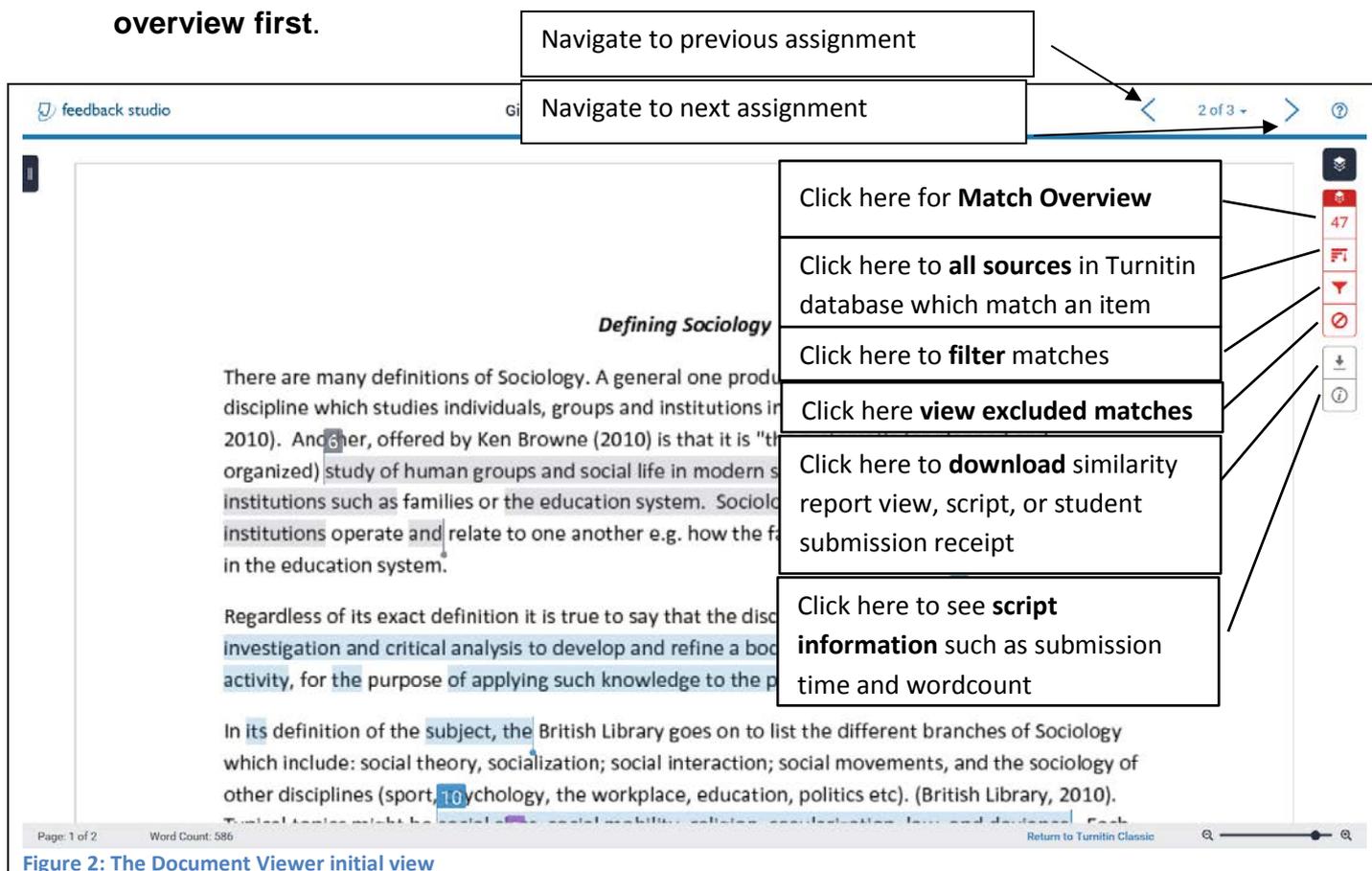


Figure 2: The Document Viewer initial view

The screenshot shows the Turnitin Document Viewer interface. A red toolbar is located on the right side of the document. Callouts point to various elements:

- Navigate to previous assignment (points to the left arrow)
- Navigate to next assignment (points to the right arrow)
- Click here for **Match Overview** (points to the red number 47)
- Click here to **all sources** in Turnitin database which match an item (points to the document icon)
- Click here to **filter** matches (points to the funnel icon)
- Click here **view excluded matches** (points to the red circle with a slash icon)
- Click here to **download** similarity report view, script, or student submission receipt (points to the download icon)
- Click here to see **script information** such as submission time and wordcount (points to the information icon)

Viewing the Match Overview Screen

The screenshot displays the Turnitin Match Overview interface. At the top, navigation buttons for 'previous assignment' and 'next assignment' are visible. The main document area shows text with highlighted matches and numbered callouts (1, 2, 3, 5) corresponding to sources in the sidebar. The sidebar, titled 'Match Overview', shows a total match percentage of 47% and a list of 10 sources with their respective match percentages. A 'View "old style" report' button is located at the bottom right of the sidebar.

Source	Match Percentage
Submitted to The Colle... Student Paper	8%
cooley.libarts.wsu.edu Internet Source	8%
Liliana Riga. "The Ethni... Publication	6%
www.capturecustomer... Internet Source	6%
en.wikibooks.org Internet Source	5%
Submitted to Bradford... Student Paper	5%
Submitted to Cardiff U... Student Paper	3%
www.freemylife.com Internet Source	3%
www.freebase.com Internet Source	3%
en.wikipedia.org Internet Source	2%

Figure 3: The Match Overview Screen

Examining all the matches to a particular source

- To examine all the matches to the first source click on that source in the side bar (Figure 4).

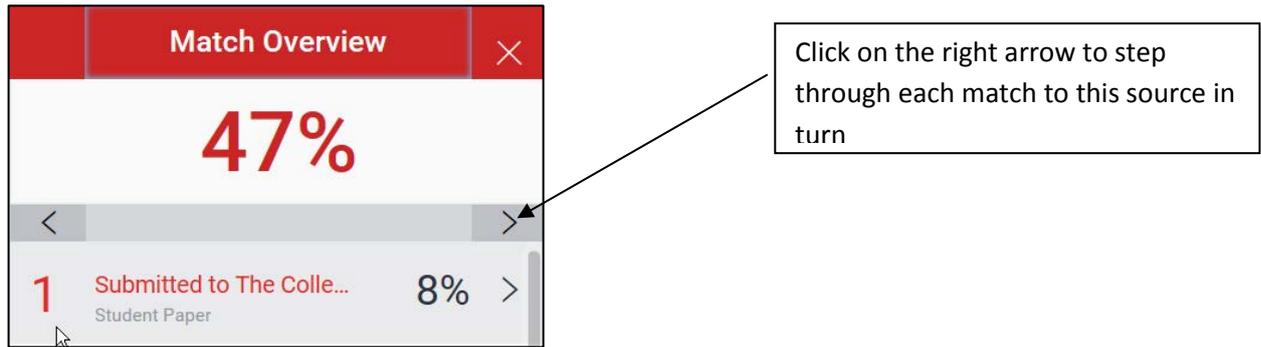


Figure 4: First match in side bar

- A grey Match bar will appear above the first source match. Click on the **right arrow** of the bar to step through each match to the source you selected and a detailed comparison with the source text will appear above each match in the assignment window (Figure 5).

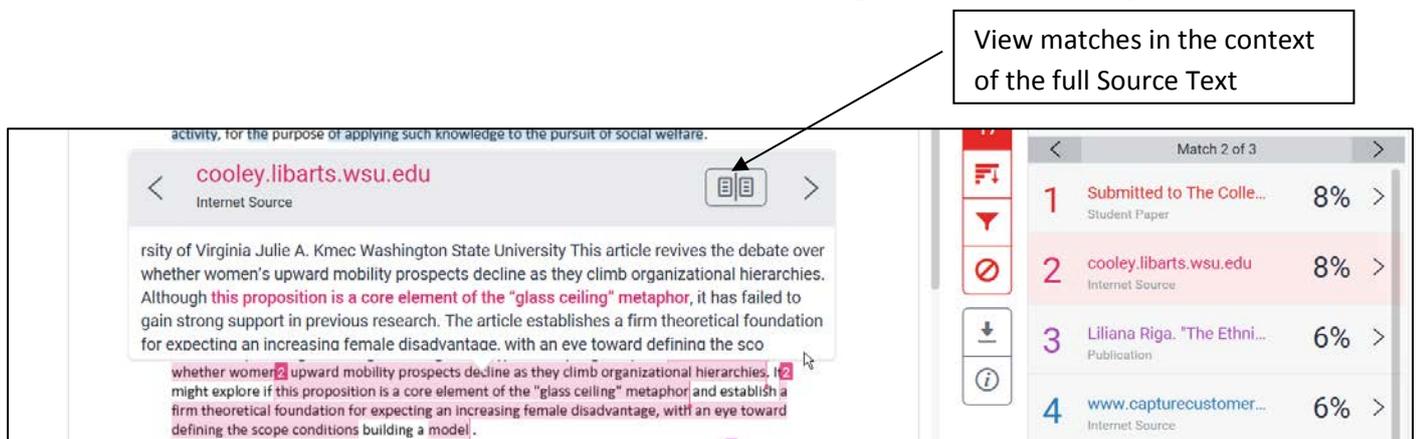


Figure 5: Match bar and detailed comparison: here the second match to the second source is shown in the source text window.

- To view all the matches to the source in the context of the full source text click on the book symbol in the source text window.

- The student's assignment will appear on the left with the relevant text highlighted. The original source will be displayed on the right, with the corresponding text highlighted in red. (See figure 6).

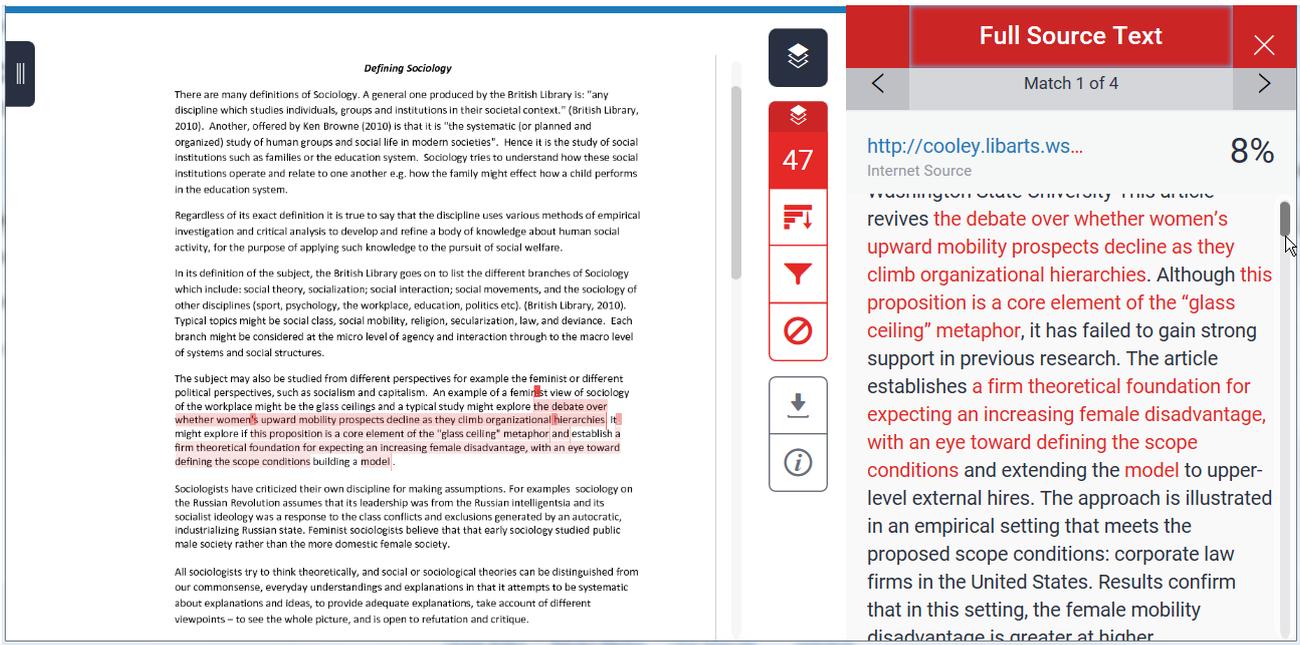


Figure 6: seeing all the matches to a single source in the context of the Full Source Text

To view Underlying Sources

- TurnitinUK will list the source which incorporates the strongest match within the match overview but it may also find other sources that match the same text and these can be seen by looking at the Match Breakdown. To do this click on the grey arrow to the right of the total match percentage for that source.

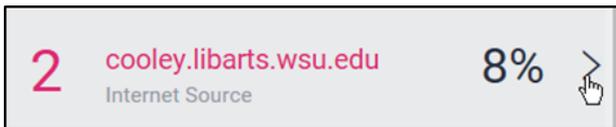


Figure 7: Accessing the Match breakdown

- You may wish to view all the sources in the Turnitin database which match the assignment, to do this click the all sources button

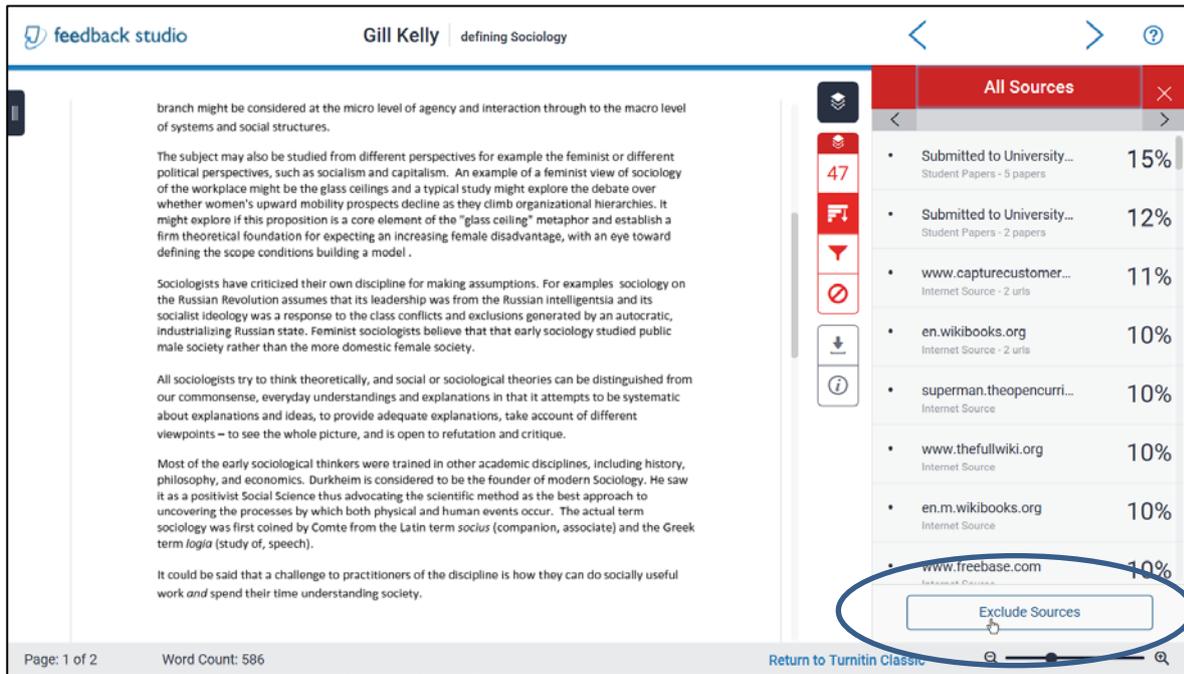


Figure 8: The All sources button

Eliminating matches to sources

9. In some cases, matches may be the result of an assignment mistakenly being uploaded more than once, either by the tutor, or the student. The result may be that matches highlighted are in fact the same piece of work. It is possible to exclude the duplicated match from the report. (See figure 9 &10).

It is important to note the difference between matches to a duplicate assignment which should be excluded, and matches to work by the same author that has been reused to fulfil requirements of a different assignment, which should not.



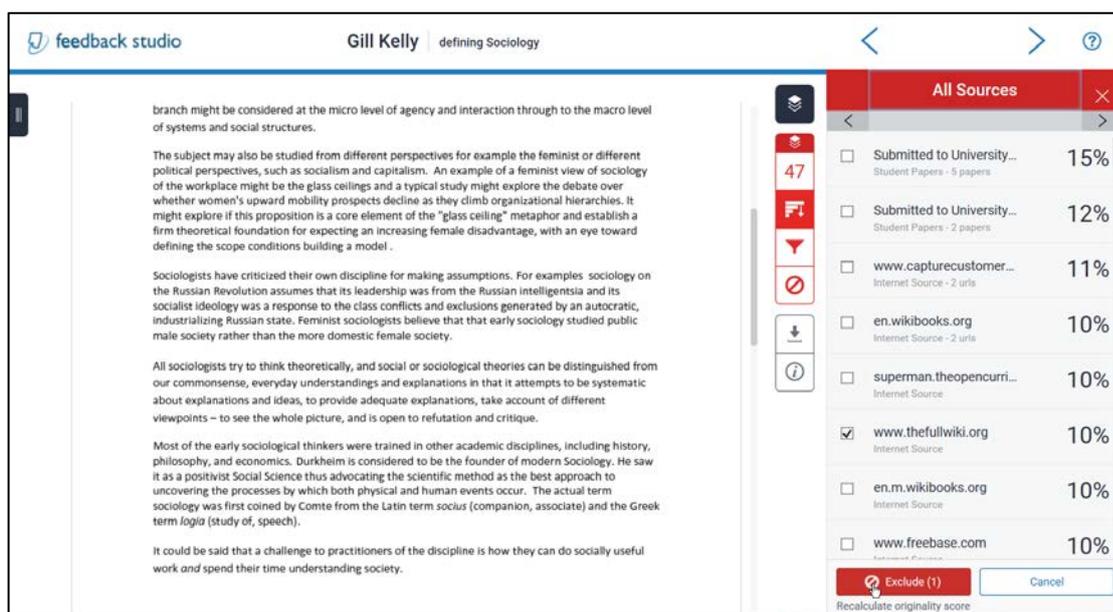
The screenshot shows the Turnitin Feedback Studio interface for a student named Gill Kelly, working on an assignment titled 'defining Sociology'. The main text area on the left contains several paragraphs of text. On the right, the 'All Sources' panel is open, displaying a list of sources and their corresponding similarity percentages. The sources listed are:

Source	Percentage
Submitted to University... (Student Papers - 5 papers)	15%
Submitted to University... (Student Papers - 2 papers)	12%
www.capturecustomer... (Internet Source - 2 urls)	11%
en.wikibooks.org (Internet Source - 2 urls)	10%
superman.theopencurri... (Internet Source)	10%
www.thefullwiki.org (Internet Source)	10%
en.m.wikibooks.org (Internet Source)	10%
www.freebase.com (Internet Source)	10%

The 'Exclude Sources' button at the bottom of the panel is circled in blue. The interface also shows a word count of 586 and a page number of 1 of 2.

Figure 9: The Exclude Sources button in the All Sources view

10. If there are a number of matches you can select those you wish to exclude. (See figure 10).



The screenshot shows the Turnitin Feedback Studio interface for the same student and assignment as in Figure 9. In this view, checkboxes are present next to each source in the 'All Sources' panel. The checkbox for 'www.thefullwiki.org' is checked, indicating it has been selected for exclusion. The 'Exclude (1)' button at the bottom of the panel is highlighted in red, and the 'Recalculate originality score' text is visible below it.

Figure 10: Excluding selected sources

Restoring excluded Sources

11. To restore excluded sources click on the 'Exclude and Restore Sources' button.



Figure 11 The Excluded Sources Button

12. Select the sources you wish to restore and click on the 'Restore' button. To return all excluded sources click the 'Restore All' button. (See figure 10). To close the Excluded Sources Panel click on the X at the top right corner of the panel.

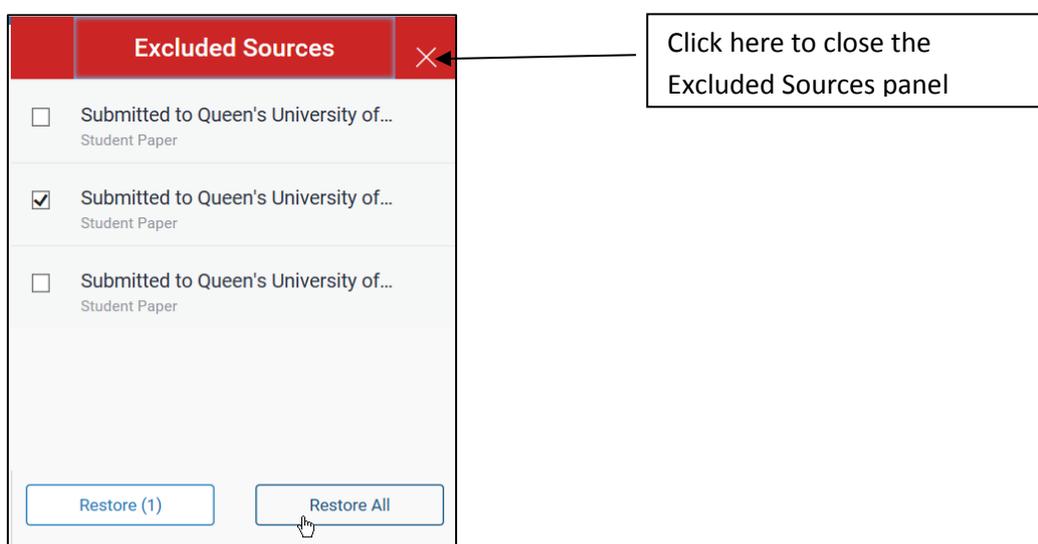


Figure 12: Restore excluded resources

Using the filtering functionality

13. Click on the View/edit filters and settings symbol at the bottom right hand side of the screen which appear as a funnel (See Figure 13).



Figure 13: View/edit filters and setting symbol

14. Click 'Exclude Quotes' on the Filters and Settings side panel to exclude quotations (Figure 14).

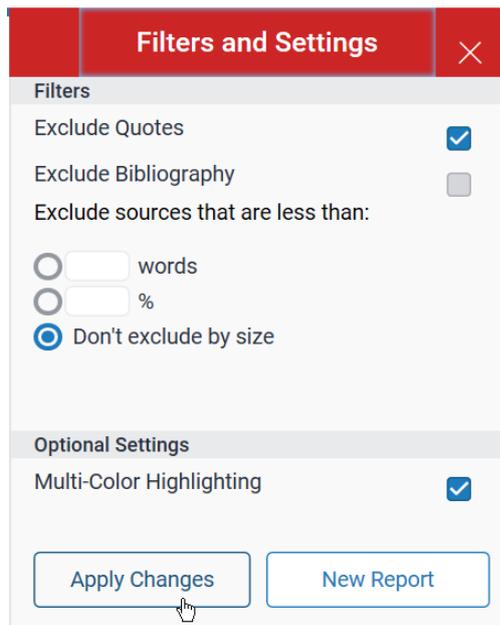


Figure 14: Excluding the quotations

15. Click on 'Apply Changes' at the bottom of the panel.

16. The Similarity Index should decrease.

17. Matches to bibliography and small matches with a word limit of up to 10 may be excluded in the same way.

You are advised **NEVER** to exclude small matches on a percentage basis