INSTRUCTIONS FOR CREATING FACULTY ACCOUNTS WITH TURNITIN

Indiana University South Bend subscribes to turnitin, a web-based plagiarism detection program. This program is intended to help students learn to use and cite sources, paraphrase others' ideas, and quote references appropriately. It also helps to promote academic integrity.

The University Center for Excellence in Teaching (UCET) has resources for you to use regarding academic integrity and turnitin. Please visit http://www.iusb.edu/~ucet/AcademicIntegrity.shtml where you can copy and paste text for your syllabus, and view links to resources from other IU campuses.
There are training resources for faculty and students via the turnitin website located at http://www.turnitin.com/static/training.html. These resources include quick start guides, an instructor user manual, a student user manual, and several video clips.

The following instructions were customized for Indiana University South Bend faculty. If you need more information or have questions, please contact our campus turnitin Administrator, Firm Faith Nelson via telephone at 574-520- 4825 or via e-mail at fsnelson@iusb.edu.

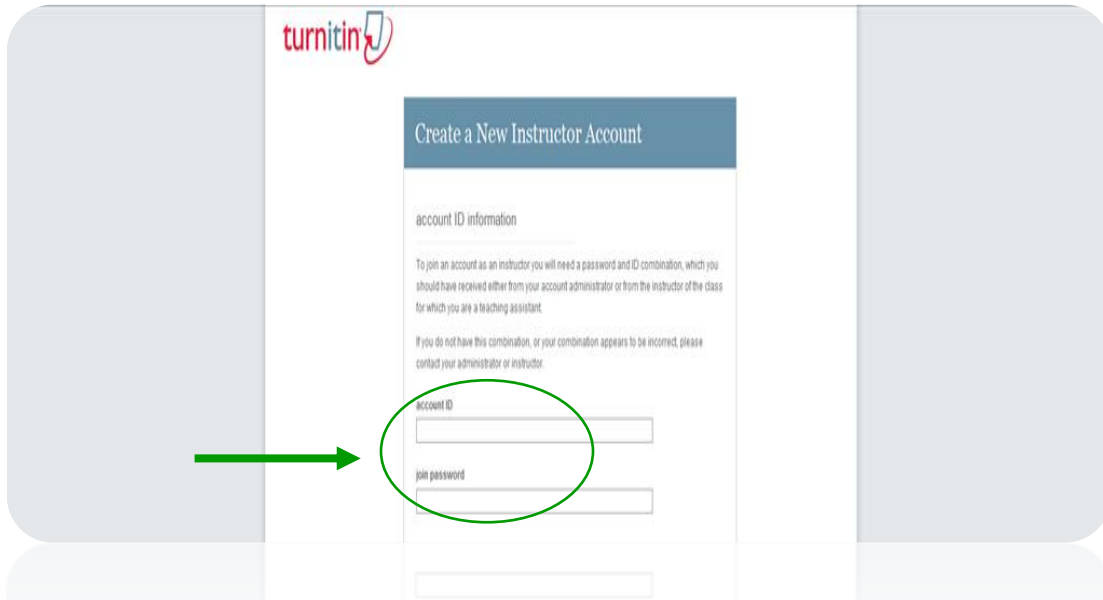## Step 1. Creating your turnitin account:

1a. Go to http://www.turnitin.com. In the upper right corner of the website, click once on the '**Create Account**' icon to register and create your user profile.
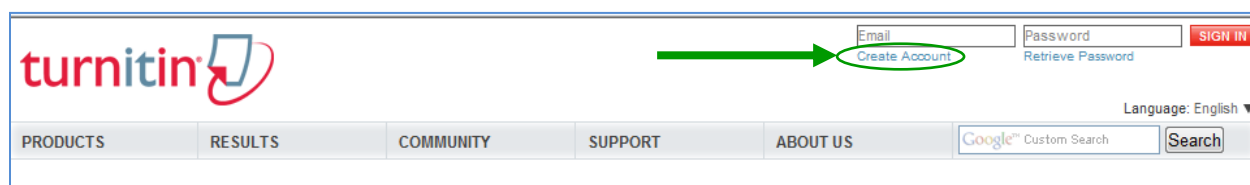
1b.   A window should open that looks like the image below. Please select the '**instructor**' icon.
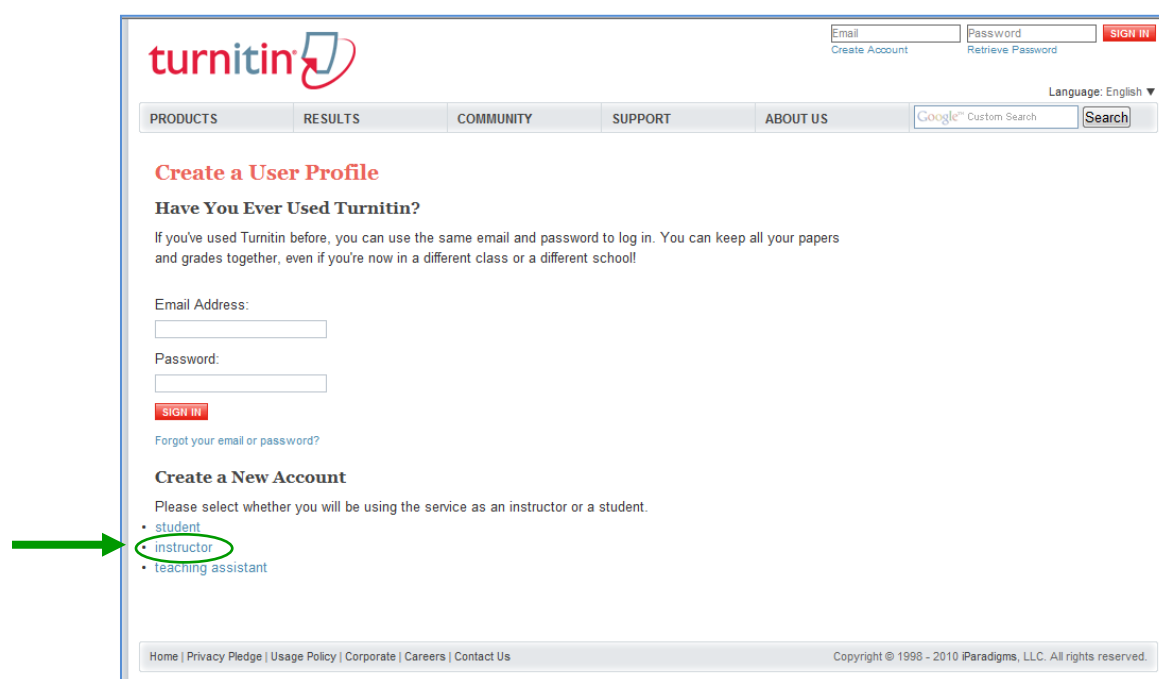
1c. To create a new instructor account, first type _____ in the **'account ID'** field provided. Second, type _____ in the **'join password'** field. Consider using small letters since the field is case-sensitive. Also, the last two digits are zero and five (**not** the letter "o" and 5). Please contact Firm Faith Nelson for the account ID and joint password information. On receipt of the password information, *please keep it confidential as anyone who has access to it could create a random course in our turnitin course website.*
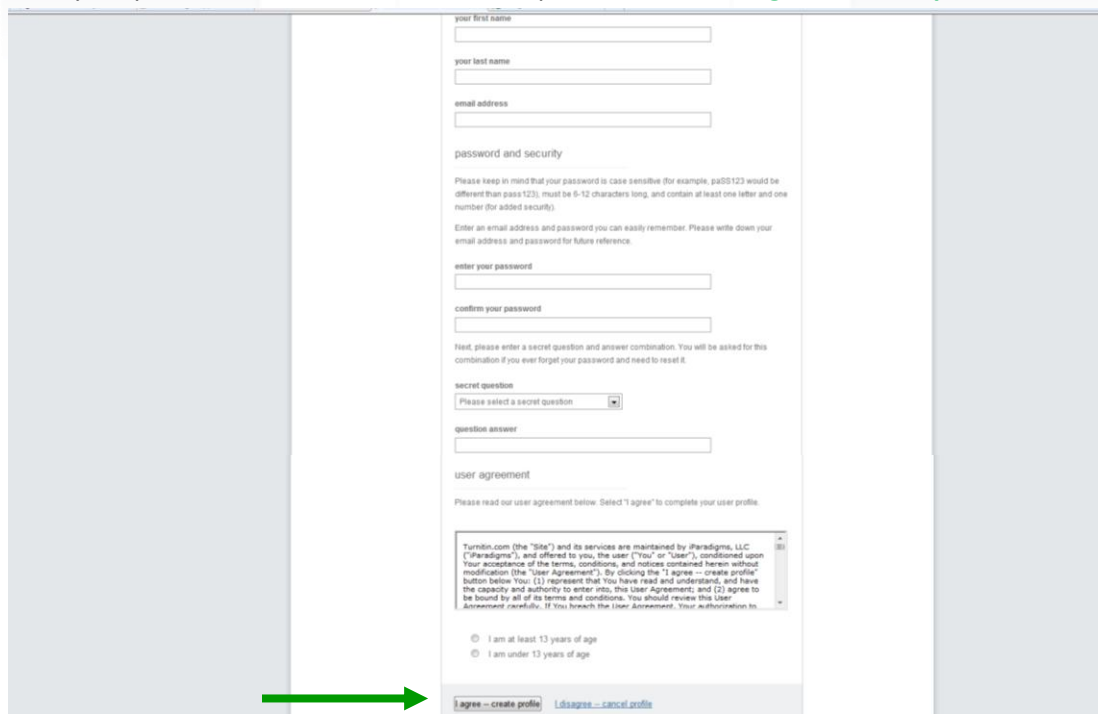
1d. Enter your personal information in the fields provided. Click "**I agree – create profile**" when done.

1e. After creating your profile, you may *log in to turnitin* by clicking the '**log in to turnitin**' button.

Please click on the turntin instructor quickstart guide and follow the directions from **Step 2** or copy and paste this link in your browser: http://turnitin.com/static/resources/documentation/turnitin/training/en_us/qs_instructor_en_us.pdf