

**Register and Join a Class Using Turnitin.com**

The lab reports you write for this class will be submitted to Turnitin.com (<http://www.turnitin.com>), an online plagiarism detection service. This system is designed to encourage academic integrity, accurate use of sources, and independent work in writing.

Before you can submit your lab reports to this service, you must go to the Turnitin.com website, join this class, and create a user profile. To get started, follow these steps:

1. Open a web browser such as Internet Explorer, Mozilla Firefox, etc.
2. Go to <http://www.turnitin.com>.
3. Click the *New Users* link located in the top right corner of the page.
4. Choose *Student* as the user type.
5. Enter the class ID number and class enrollment password (***provided by your lab AI***). Click *Next*.
6. Follow the next 3 steps to create your user profile, clicking the *Next* button each time.
7. Read the entire user agreement. If you have questions, click the *I Disagree – Cancel Profile* link and contact your instructor. If you understand the agreement and wish to continue, click *I Agree – Create Profile*.
8. Turnitin confirms that you have registered and joined this class. Click *Log In*.

**Class Name:** \_\_\_\_\_ **Class Time:** \_\_\_\_\_

**Class ID:** \_\_\_\_\_ **Enrollment Password:** \_\_\_\_\_

**Submit Work to Turnitin.com**

If you are not already logged into Turnitin.com, log in from the homepage: <http://turnitin.com>

1. Click the name of the class for which you need to submit work.
2. Click the *Submit* button beside the appropriate assignment, which will be the title of a particular laboratory experiment.
3. In the *Submit a paper by* drop-down list, select *File Upload*. ***All submissions for C117 will be in Microsoft Word 2003 (.doc) or 2007 (.docx) format.***
4. Your first and last name should already be provided.
5. Enter the title of your paper – simply use the title of the laboratory experiment.
6. Make sure the name of the file appears in the *Browse* box.
7. When all fields are completed, click the *Submit* button. ***Please note that you are only allowed one submission – please make certain you have selected the correct file.***
8. Turnitin asks you to confirm. If what is displayed is correct, click the *Yes, submit* button. If not, click the *No, go back* link and repeat the previous step, selecting the correct file.
9. When the file is submitted, Turnitin.com shows you a submission receipt as proof of submission. ***Save the email report for your records in the event of a computer malfunction or dispute.***