



HOW TO USE

**TURNITIN FOR
INSTRUCTOR
(Create an Account)**

INTRODUCTION



Turnitin is an originality checking and plagiarism prevention service that checks your writing for citation mistakes or inappropriate copying.

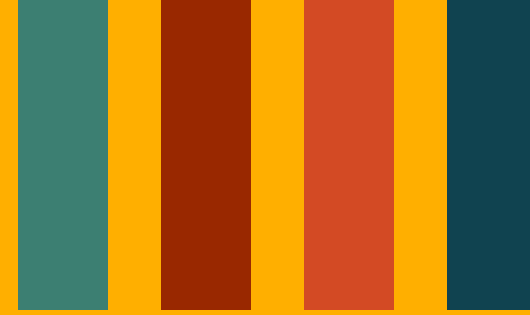
When you submit your paper, Turnitin compares it to text in its massive database of student work, websites, books, articles, etc.



The slide features a bright yellow background. On the left side, there are four vertical bars of different colors: teal, dark red, light red, and dark blue. In the top right and bottom left corners, there are decorative patterns of small white dots arranged in a circular or semi-circular shape.

LET'S START!

1 CREATE AN ACCOUNT



CREATE AN ACCOUNT

- [How do I setup my Turnitin Instructor account?](#)
- [How do I setup my Turnitin User Information/Account Setting?](#)
- [Login to your Turnitin Account](#)

HOME

How do I setup my Turnitin Instructor account?

[BACK](#)

How do I setup my Turnitin Instructor account?

1

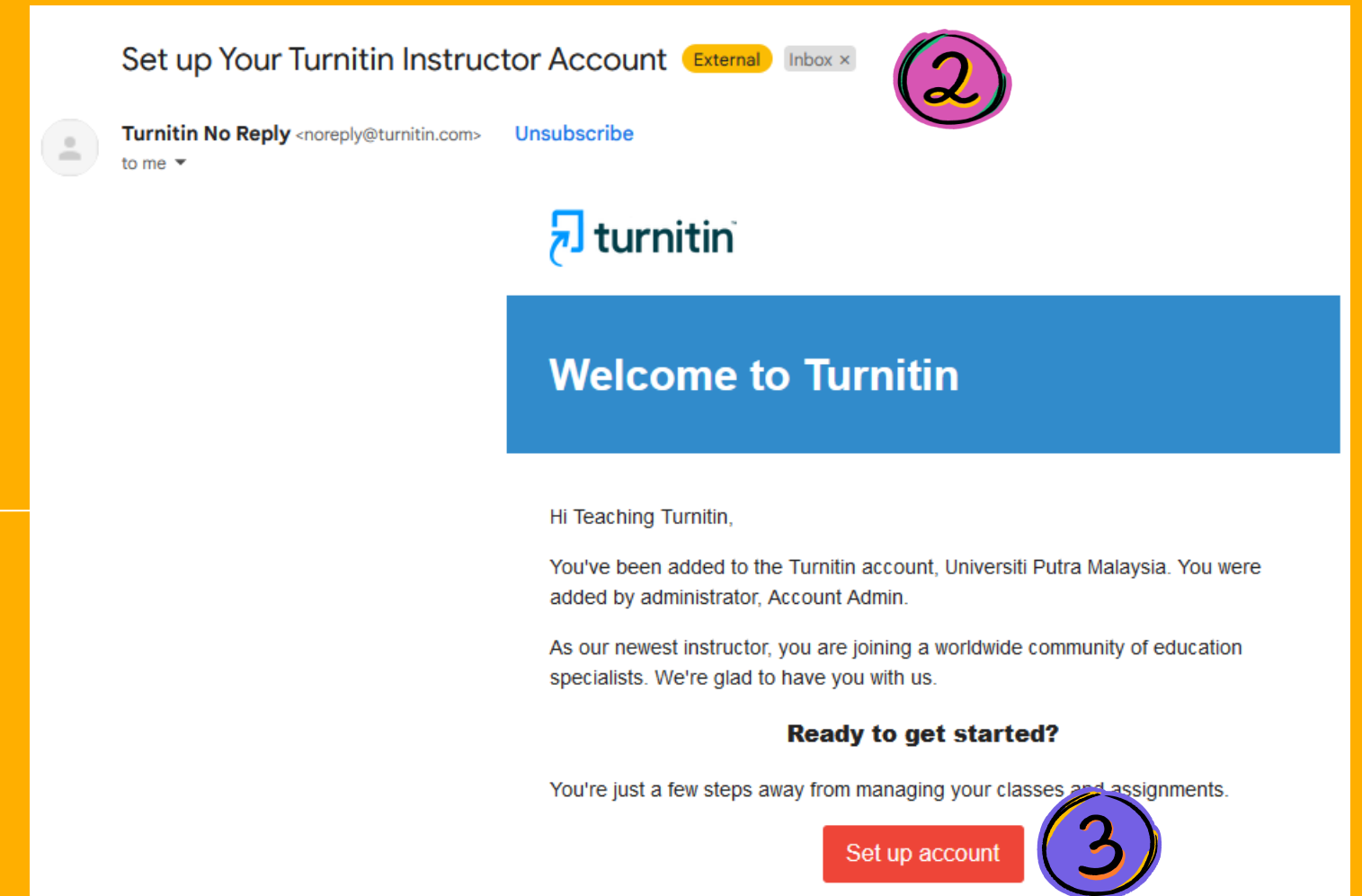
Contact your Liaison Librarian to add you (according to your official name) to your institution's account or to confirm your email address. Refer to your [Liaison Librarian](#).



How do I setup my Turnitin Instructor account?

2 Check your email for the subject line **Set up Your Turnitin Instructor Account.**


3 Click **Set up account** to get started.



How do I setup my Turnitin Instructor account?

4 From the **Account Setup** page, key in your **Email Address** and **Last Name or Family Name**.

5 Then click **Next**.


Make sure you key in
your official UPM name



turnitin™

Account Setup

To set up your account, please enter your email address and last name or family name.

Email Address

Last Name or Family Name

You can find this information in your Turnitin welcome email.

If you no longer have access to this email, ask your Turnitin instructor to look up your email address. If you are an instructor, please refer to your Turnitin administrator for this information.

Next

How do I setup my Turnitin Instructor account?

6

You successfully setup your
Account Setup.



Account Setup ⑥

To validate your account, we've sent an email to: psas_plm@upm.edu.my

You have 24 hours to click the link in your email to continue with your account setup.

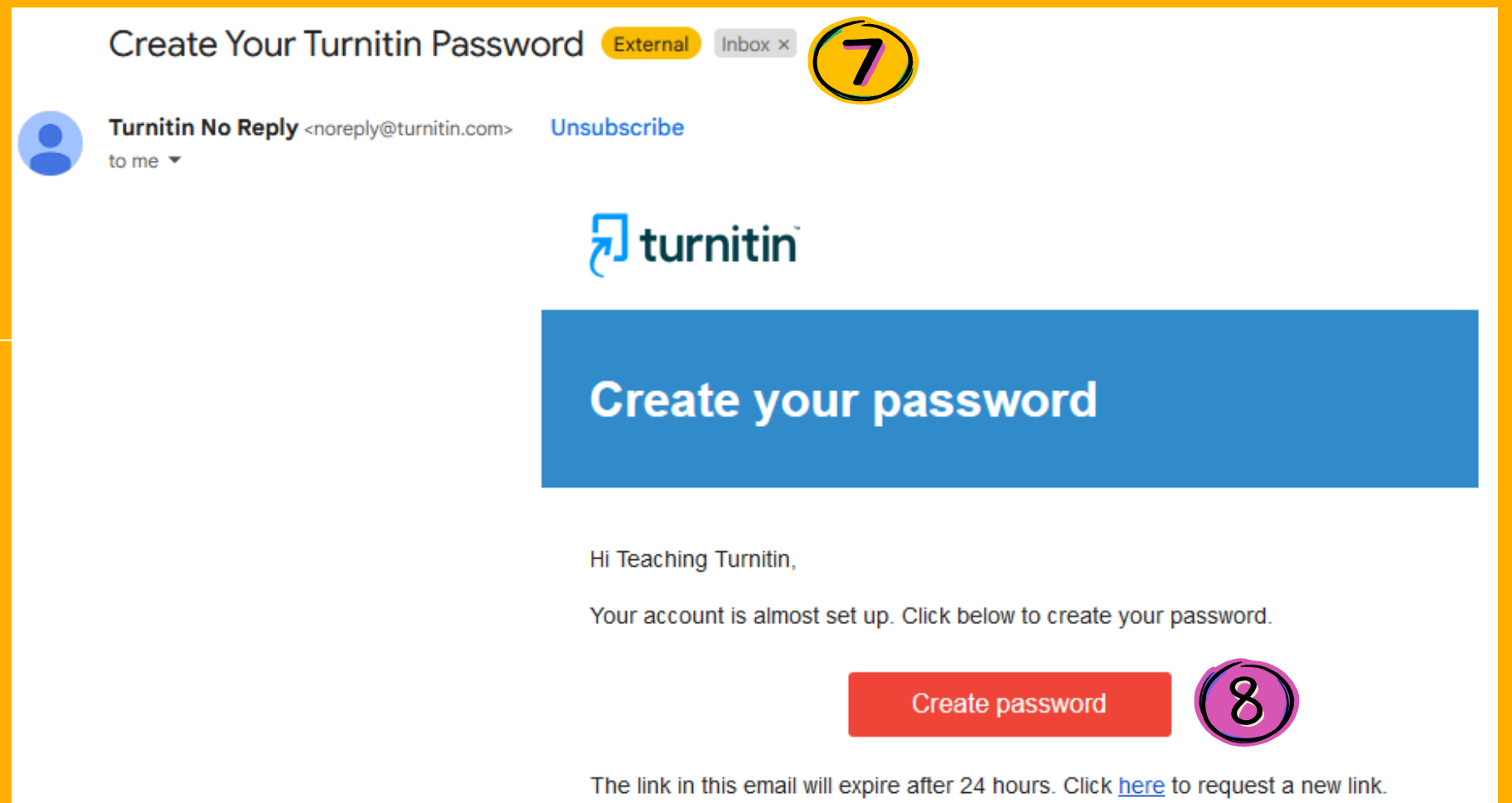
How do I setup my Turnitin Instructor account?

7

Check your email for the subject line **Create Your Turnitin Password.**

8

Click **Create password.**

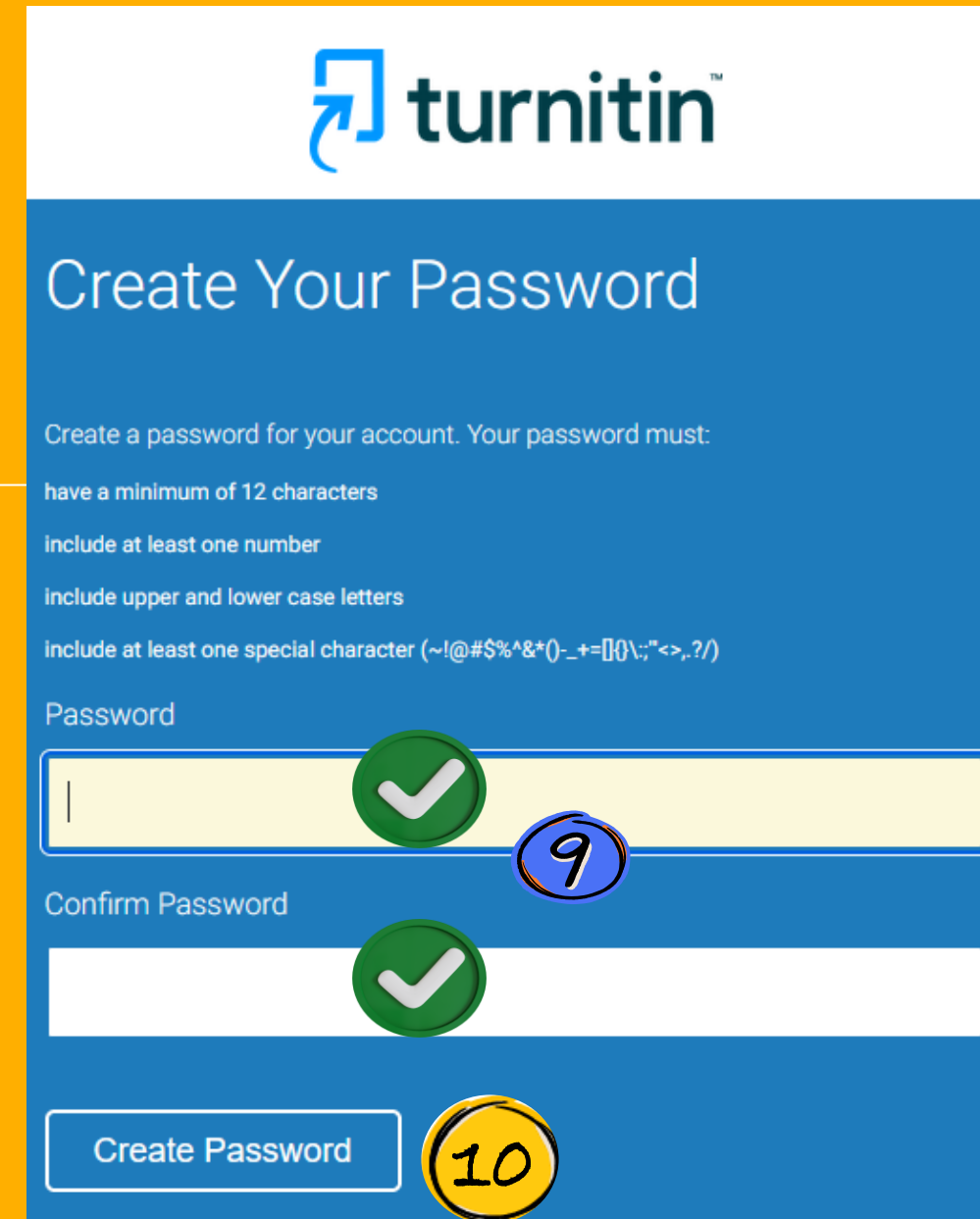


The screenshot shows an email interface. At the top, the subject line is "Create Your Turnitin Password" with a yellow "External" tag and a grey "Inbox x" tag. A yellow circle with the number "7" is overlaid on the subject line. Below the subject line, the sender is "Turnitin No Reply <noreply@turnitin.com>" with a blue profile icon and a "to me" dropdown. There is an "Unsubscribe" link. The Turnitin logo is displayed. A large blue button with the text "Create your password" is highlighted. Below the button, the text reads: "Hi Teaching Turnitin, Your account is almost set up. Click below to create your password." A red button with the text "Create password" is highlighted, with a purple circle containing the number "8" overlaid on it. At the bottom, it says: "The link in this email will expire after 24 hours. Click [here](#) to request a new link."

How do I setup my Turnitin Instructor account?

9 Key in your **Password** and **Confirm Password**.

10 Click **Create Password**.



The screenshot shows the Turnitin 'Create Your Password' page. At the top is the Turnitin logo. Below it, the heading 'Create Your Password' is displayed. A list of password requirements is provided: 'Create a password for your account. Your password must: have a minimum of 12 characters, include at least one number, include upper and lower case letters, and include at least one special character (~!@#%&*()-_+=[]\;:'<>.,?)'. There are two input fields: 'Password' and 'Confirm Password'. The 'Password' field has a green checkmark icon on the right and a blue circle with the number '9' next to it. The 'Confirm Password' field also has a green checkmark icon on the right. At the bottom of the form is a 'Create Password' button with a yellow circle containing the number '10' next to it.

How do I setup my Turnitin Instructor account?

11

Your Account Setup Complete.

12

Click Login.



Account Setup Complete 11

You can now log in to your account using your email address and password.

Learn more about your next steps by checking out our [quick start guides](#).

Log in

12



**DO NOT SHARE
YOUR TURNITIN
ACCOUNT
PASSWORD WITH
YOUR
STUDENTS**



How do I setup my Turnitin Instructor account?

13

Welcome to Turnitin!. Choose your **Secret question** from the drop-down menu and key in your **Question answer**.

14

Then click **Next**.



REMEMBER and **KEEP** Secret question and Question answer information for reset/forgot password purposes


Welcome to Turnitin!


You have been added as an instructor to the account **Universiti Putra Malaysia**.

Before you can get started, we want to confirm your user information and give you the chance to set up your secret question and answer. Please feel free to change any other information as needed.

When you are done, click "next" to continue.


your email *


Secret question *
 

Question answer *
 

your first name *

your last name *





How do I setup my Turnitin Instructor account?

15

Click I Agree – Continue from the User Agreement page.

User Agreement

Our user agreement has been updated. Please read our user agreement below and agree or disagree to its terms and conditions:

Turnitin End-User License Agreement

***Users who are not in the European Union refer to Section A only.**

****Users in the European Union refer to Section B.**

Protecting your personal data and privacy is our top priority. We are fully committed to transparency, accountability and using technology responsibly, no matter what changes emerge from our rapidly evolving digital world. We implement appropriate technical and organizational

15

I Agree -- Continue

[I Disagree -- Logout](#)

How do I setup my Turnitin Instructor account?

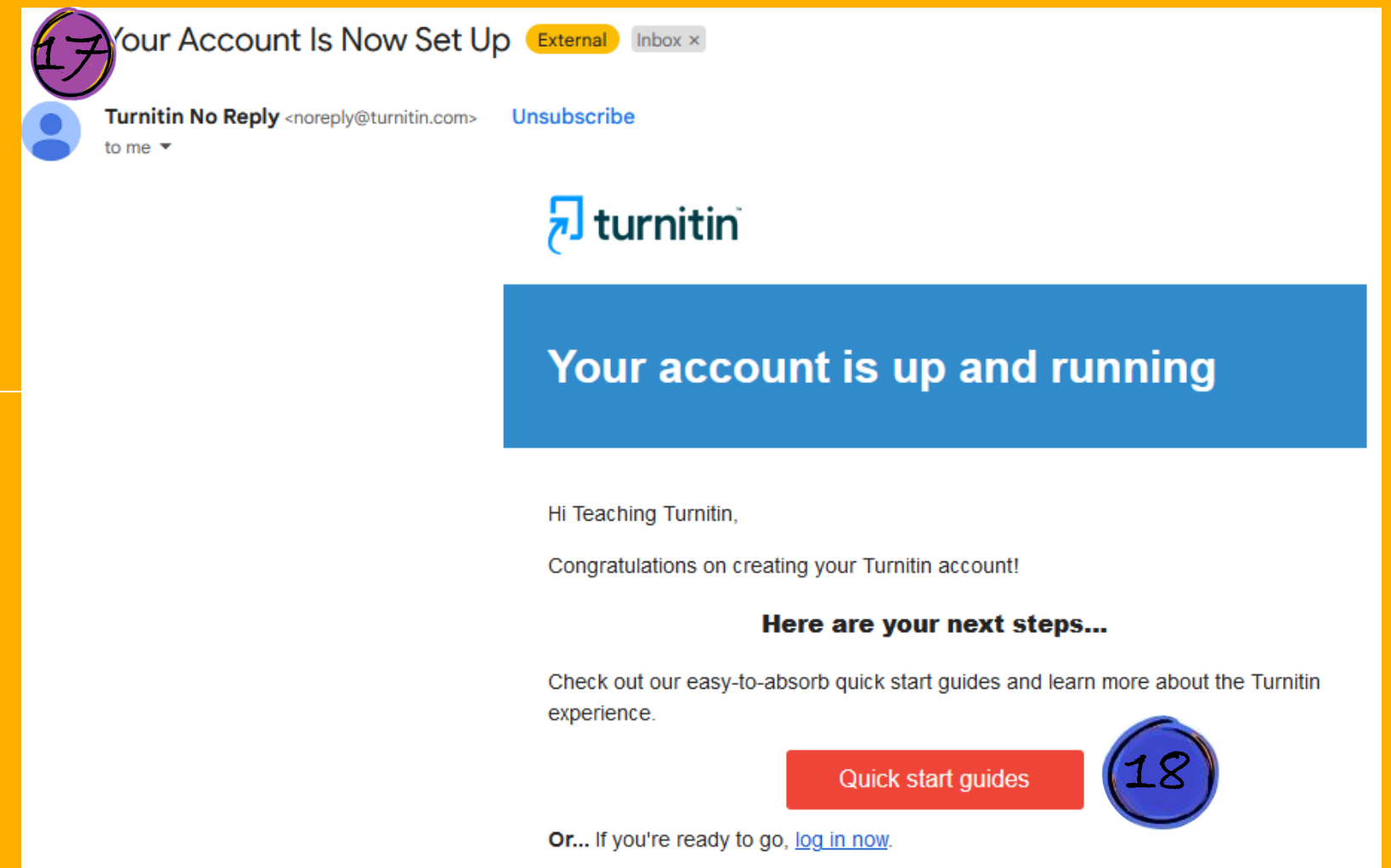
16 You're all set. Now, you can use the details you've just created to log in to the Turnitin.

The screenshot shows the Turnitin Instructor interface. At the top right, there is a navigation bar with links for Teaching Turnitin, User Info, Messages (1 new), Instructor, English, Community, Help, and Logout. The Turnitin logo is on the left, and a circular profile picture with the number '16' is on the right. Below the logo are buttons for 'All Classes' and 'Join Account (TA)'. The main content area shows 'NOW VIEWING: HOME' and a red notification box stating: 'As of January 23rd, approved paper deletion requests will be immediately and permanently deleted. Once approved for deletion, papers will no longer be recoverable.' Below this is an 'About this page' section with instructions: 'This is your instructor homepage. To create a class, click the "Add Class" button. To display a class's assignments and papers, click the class's name.' The main content area displays 'Universiti Putra Malaysia' and an '+ Add Class' button. At the bottom, there are tabs for 'All Classes', 'Expired Classes', and 'Active Classes'. A final notification states: 'All of your classes have expired. To view and update your expired classes, select the "expired classes" tab. You can update and change a class's end date by clicking the class's "edit" icon.'

How do I setup my Turnitin Instructor account?

17 Check your email for the subject line **Your Account Is Now Set Up.**

18 Click **Quick Start Guides** for more details.

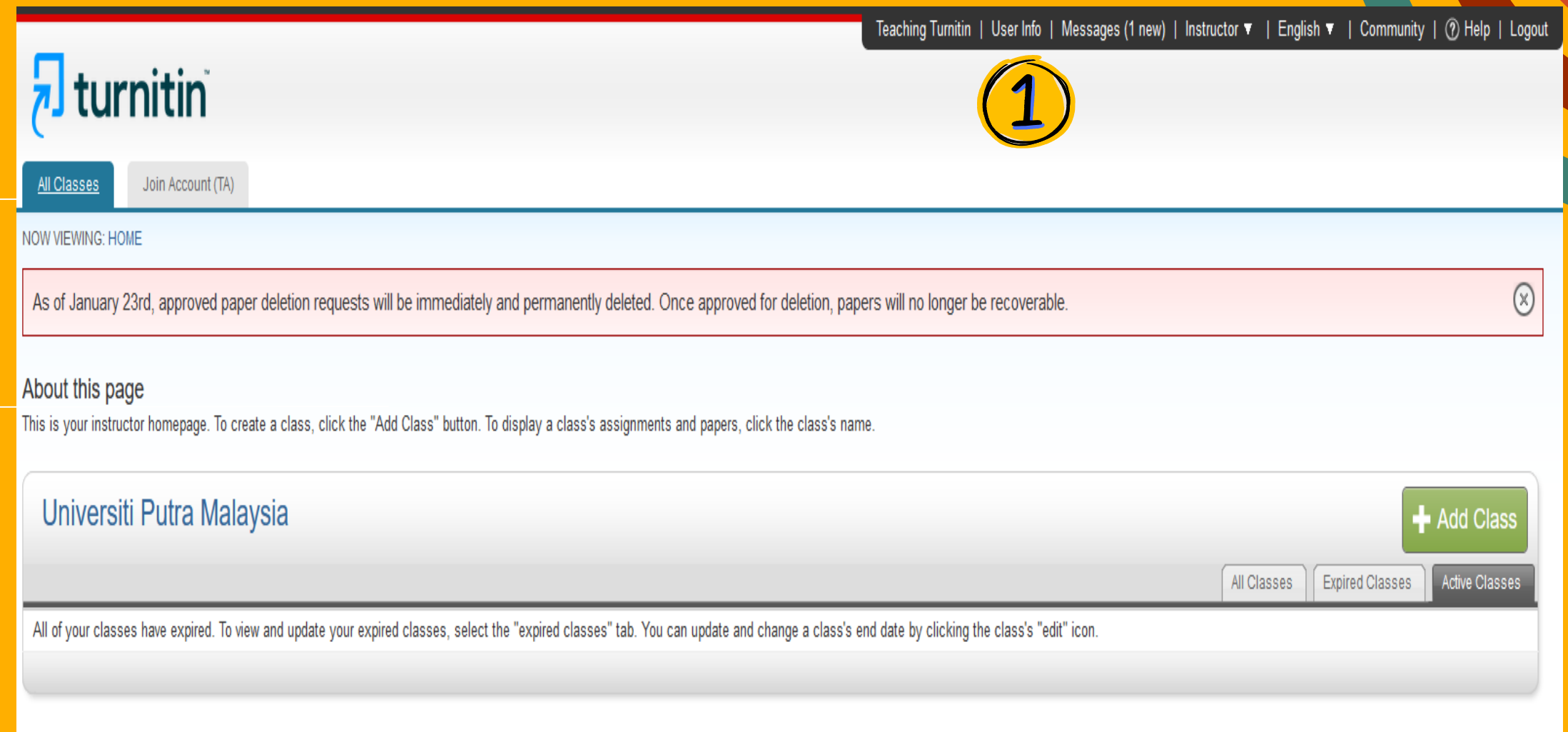


How do I setup my Turnitin User Information/ Account Setting?

[BACK](#)

How do I setup my Turnitin User Information / Account Setting?

1 From your Turnitin homepage, click **User Info**.



The screenshot shows the Turnitin instructor homepage. At the top right, a navigation bar contains links for 'Teaching Turnitin', 'User Info', 'Messages (1 new)', 'Instructor', 'English', 'Community', 'Help', and 'Logout'. The 'User Info' link is circled in red with the number '1' inside. Below the navigation bar is the Turnitin logo and two buttons: 'All Classes' and 'Join Account (TA)'. The main content area starts with 'NOW VIEWING: HOME' and a pink notification box. Below that is the 'About this page' section, followed by a card for 'Universiti Putra Malaysia' with an 'Add Class' button. At the bottom, there are tabs for 'All Classes', 'Expired Classes', and 'Active Classes', and another notification box.

How do I setup my Turnitin User Information / Account Setting?

User Information/Account Settings

Account Settings 

Default user type

Instructor ▼

Default submission type

Single file upload ▼

Activate quick submit

No ▼

Items per page

25 ▼

File download format

Let me choose each time ▼

Show page info

Yes ▼

Send me email updates

Yes ▼

Use class homepage link

No ▼

Link URL


Link name

How do I setup my Turnitin User Information / Account Setting?

2 You can change your Password, Secret Question, Question answer, Last name or First name, if necessary.

3 Click Submit.


User Information/Account Settings

User Information 


User name
(Must be a valid email address)


Change your password
You will be required to log back in with your new password after the change has been saved. Your new password must:

- have a minimum of 12 characters
- include at least one number
- include upper and lower case letters
- include at least one special character (~!@#%*^&*!)-_+=|{};:'<>.,?)


Current password 


Forgotten your password?


New password 


Confirm new password  **2**

Select submit to save your password change

Secret question 

Question answer 

Last name 

First name 

Display name as

First name (Space) Last name (example: John Smith)

Last name (Space) First name (example: Smith John)

Last name(No space)First name (example: SmithJohn)

3

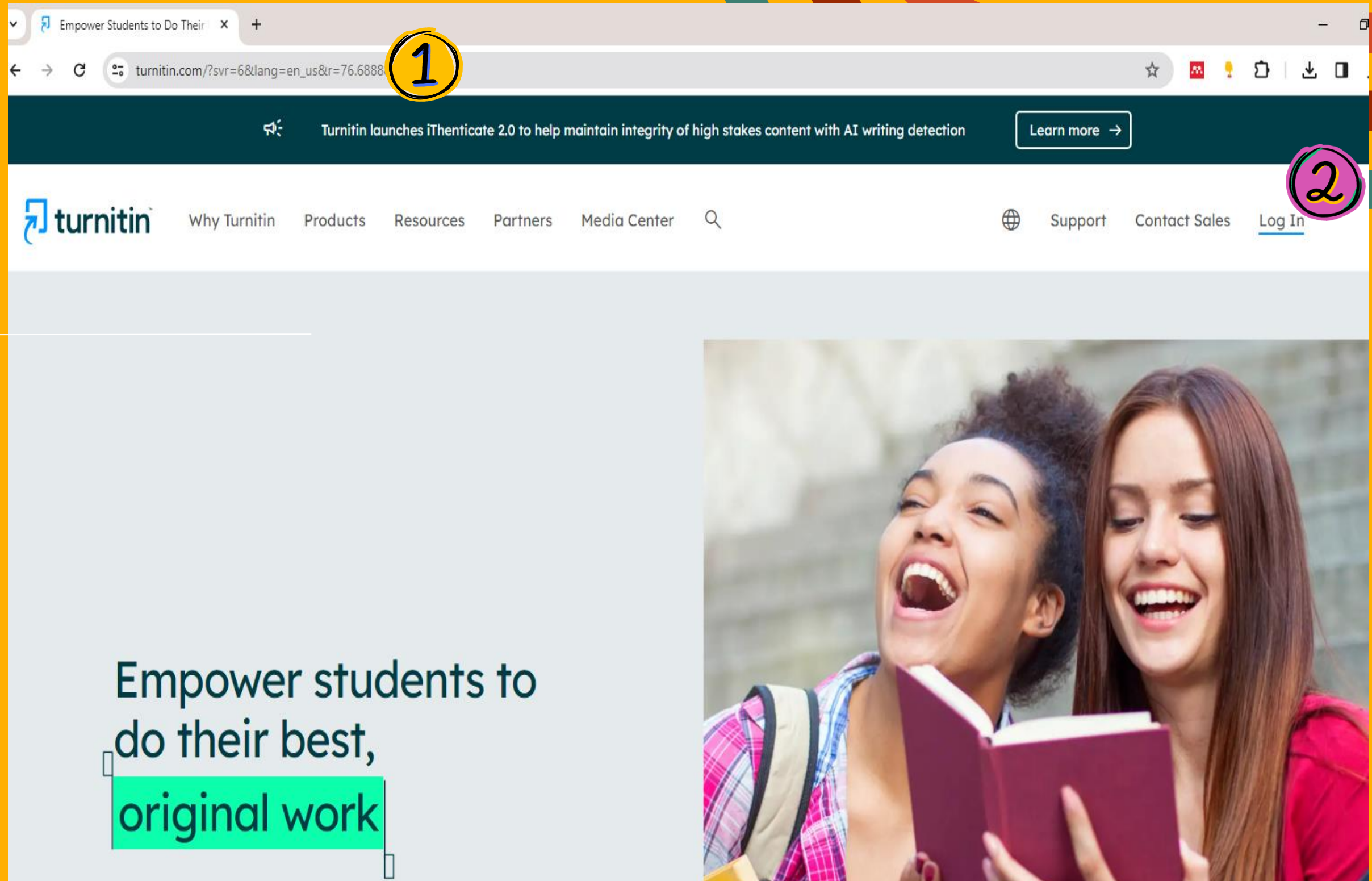
Log In to Your Turnitin Account?

BACK

Log In to Your Account

1 Type **turnitin.com** from any web browser.

2 Click **Log In**.



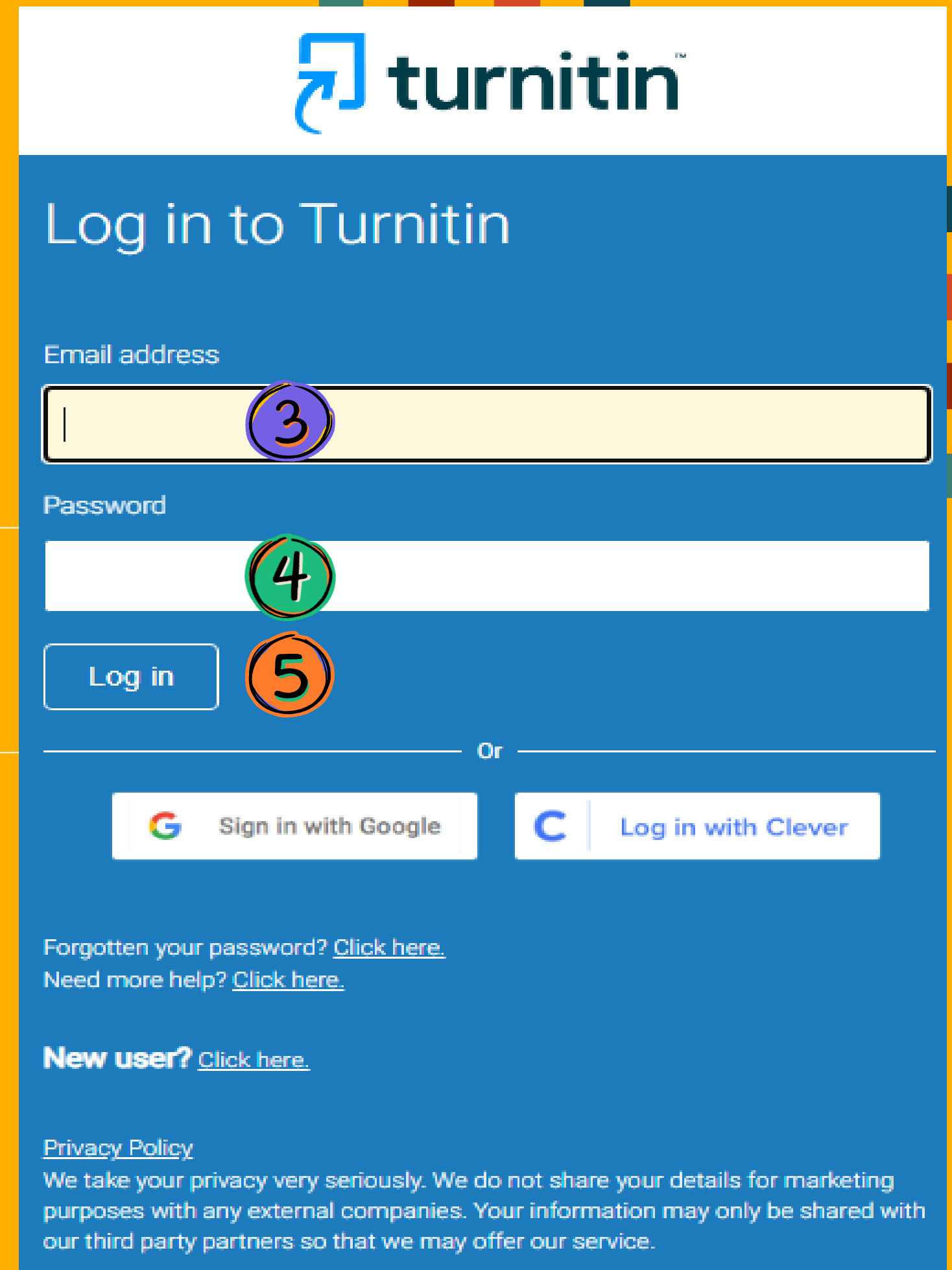
The screenshot shows a web browser window with the Turnitin website. The address bar contains the URL `turnitin.com/?svr=6&lang=en_us&r=76.6888`, which is circled with a yellow '1'. The website header features the Turnitin logo, navigation links for 'Why Turnitin', 'Products', 'Resources', 'Partners', and 'Media Center', and a search icon. On the right side of the header, there are links for 'Support', 'Contact Sales', and 'Log In', with the 'Log In' link circled in pink with a '2'. A dark green banner at the top of the page contains the text 'Turnitin launches iThenticate 2.0 to help maintain integrity of high stakes content with AI writing detection' and a 'Learn more' button. The main content area features a large image of two young women laughing while looking at a book. Below the image, the text 'Empower students to do their best, original work' is displayed, with 'original work' highlighted in a green box.

Log In to Your Account

3 Key in your **email address**. Please make sure you are registered for your Turnitin account.

4 Enter your **password**. Please remember your password for the first time you create Turnitin account.

5 Click the **Log in** button.



The screenshot shows the Turnitin login interface. At the top is the Turnitin logo. Below it is the heading "Log in to Turnitin". There are three input fields: "Email address" (with a callout 3), "Password" (with a callout 4), and a "Log in" button (with a callout 5). Below the "Log in" button are two social login options: "Sign in with Google" and "Log in with Clever". At the bottom, there are links for "Forgotten your password? Click here.", "Need more help? Click here.", and "New user? Click here.", followed by a "Privacy Policy" link and a short privacy statement.

turnitin™


Log in to Turnitin


Email address

Password

Log in

Or

 Sign in with Google

 Log in with Clever

Forgotten your password? [Click here.](#)
Need more help? [Click here.](#)

New user? [Click here.](#)

[Privacy Policy](#)
We take your privacy very seriously. We do not share your details for marketing purposes with any external companies. Your information may only be shared with our third party partners so that we may offer our service.



THANK
YOU