



“Information You Can Trust”

## Submitting Papers to Turnitin

Follow these steps to create your user profile in Turnitin for an Alverno class:

1. Go to [www.turnitin.com](http://www.turnitin.com)
2. Click **New Users**

The image shows the Turnitin login page header. On the left is the Turnitin logo. To its right are links for "English" (with a dropdown arrow), "Login Page", "Forgot Your Password?", and "New Users" (circled in black). Below these are input fields for "E-Mail:" and "Password:", followed by a "Login" button with a lock icon.

3. Select **student** from the drop down. Click **next**.

The image shows the "Create a user profile" screen. It asks the user to select whether they will be using the service as an instructor or a student. A dropdown menu is open, showing options: "select user type...", "student", "instructor", and "next".

4. Enter the class ID and the password. Click **next**.

The image shows the "Create a user profile" screen. It provides instructions for students to enter their class ID and enrollment password. Below the instructions are two input fields: "Turnitin class ID:" and "Turnitin class enrollment password:". At the bottom are "previous" and "next" navigation buttons.

5. Enter an e-mail address. Click **next**.

**Create a user profile**

Thank you! You have successfully joined the class:

The next step is to enter your email address, which will be your user name.

**enter your email address:**

6. Create a password. Click **next**.

**Create a user profile**

Now you will create your password.

Please keep in mind that your password is case sensitive (for example, paSS123 would be different than pass123), must be 6-12 characters long, and contain at least one letter and one number (for added security).

**enter your password:**

**confirm your password:**

7. Select a secret question and answer combination. Click **next**.

**Create a new user profile**

Next, please enter a secret question and answer combination. You will be asked for this combination if you ever forget your password and need to reset it.

**secret question:**

**question answer:**

8. Enter a first and last name for your profile. Click **next**.

**Create a user profile**

Please enter your first and last name.

**your first name:**

**your last name:**

9. Agree to the terms of service to finish creating your profile.

**Create a user profile**

Please read our user agreement below. Select "I agree" to complete your user profile.

Turnitin and its services are maintained by iParadigms, LLC ["Licensor"], and offered to you, the user ["User"], conditioned on your acceptance without modification of the terms, conditions, and notices contained herein. Your use of this web site constitutes your agreement to all such terms, conditions, and notices.

**Create a user profile (completed)**

Welcome! You have just enrolled in the class:

You are now ready to submit a paper.

To submit a paper, please login and click on the name of your class. You will be taken to your class portfolio page, which will look much like this:

#	assignment	submit
		<input type="button" value="Submit"/>

Once your profile is created you can submit (upload) a paper. An originality report is usually generated within 24 hours.