

Universiti Tunku Abdul Rahman

Guideline Title : **Generating Originality Report for Thesis/Dissertation/Project Report Using Turnitin**

Guideline Number : GD-IAD-003

Rev No: 0

Effective Date: 01/10/2013

Page No: 1 of 12

1. Preamble

- 1.1 In our continuous effort to promote academic integrity and inculcate good practices in scholarly work, UTAR now subscribes to Turnitin, which is a web-based application that checks for the originality of submitted materials, for the use of academic staff and students.
- 1.2 Turnitin's Originality Check helps to check the submitted paper for improper citation or potential plagiarism by comparing it against Turnitin's content databases, consisting of current and archived web pages, student submitted papers and content from Turnitin's content partnerships with leading content publishers including library databases, textbook publishers, digital reference collections, subscription-based publications and books which are increasing daily at tremendous rate.
- (i) For each paper submitted, Turnitin generates an originality report that rates the amount of text matching source files in its database on a scale from 0% to 100%. The report is presented in an intuitive and detailed manner which allows us to make an informed decision on the originality of the submitted paper - whether this is or is not likely a case of plagiarism.
 - (ii) When Turnitin detects similarities between the submitted paper and an outside source, it bolds the text, turns the text to red, places it in a highlighted box and assigns it a number. That number corresponds to an entry in the window on the right side, which is where Turnitin displays suspect outside sources. The sources are listed according to the percentage of the match with the highest percentage coming first.
 - (iii) When the mouse is moved over the highlighted text in the submitted paper in the originality report, the corresponding source on the right illuminates allowing the supervisor/instructor to view the suspected source. When the supervisor/instructor clicks on the numbered text box in the submitted paper, a window appears displaying the matching text within the context of the suspect source. The matching text is blocked out and highlighted as in the submitted paper for easy comparison.

A graphical representation on the above is illustrated in the diagram on the next page.

Universiti Tunku Abdul Rahman

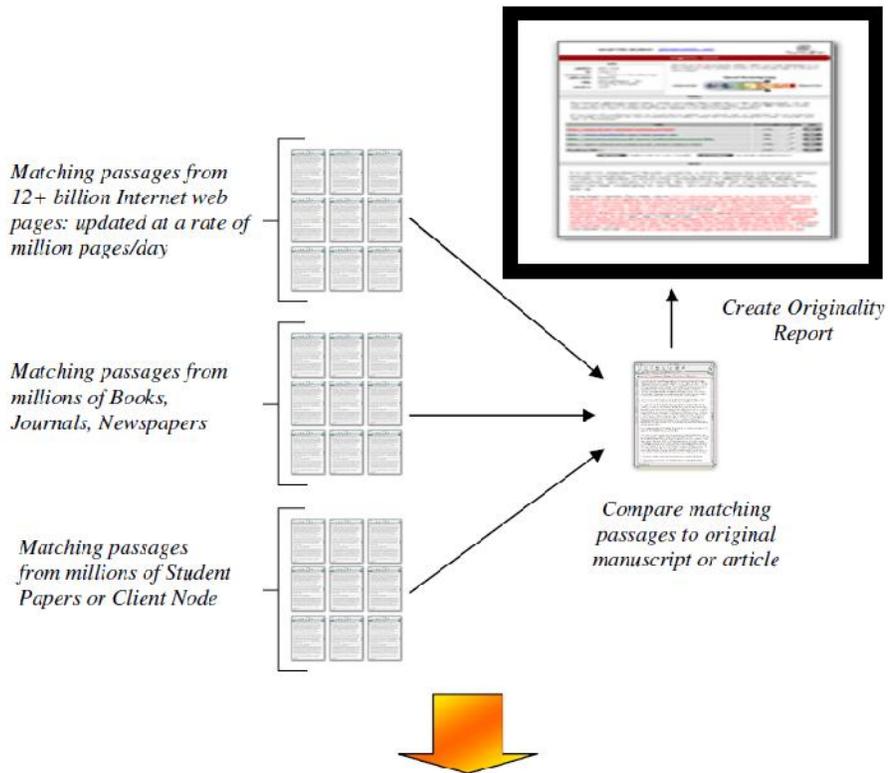
Guideline Title : **Generating Originality Report for Thesis/Dissertation/Project Report Using Turnitin**

Guideline Number : GD-IAD-003

Rev No: 0

Effective Date: 01/10/2013

Page No: 2 of 12



Turnitin®

http://www.turnitin.com

Turnitin Originality Report

Plagiarism and the internet by Smithson Terry

Processed on 05-16-06 at 6:56 PM ID: 43672 Word Count: 26545

Overall Similarity Index: 94%

Refresh any report at a later date to include the most recent content in your results.

print report refresh report help

Investigate suspect sources either all together or one at a time

View results without including quoted material or the student's bibliography

The Direct Source Comparison window appears whenever you click on a matching passage in the paper body

1 75% match (live internet) http://www.craigslis.org

2 12% match (live internet) http://www.craigslis.org

1 75% match (live internet) http://www.craigslis.org

show in web page

nearby library, and copy them by hand, since these resources were almost always professionally written, the risk of detection was very high.

The internet now makes it easy to find thousands of relevant sources in seconds, and in the space of a few minutes plagiarists can find, copy, and paste together an entire term paper or essay. Because a good deal of the material online is produced by other students,

Click on any matching passage to open the Direct Source Comparison window to the right, where the match is shown in context within the suspect source

Search engines can be useful for tracking down suspect passages, but even they have their limitations, given the number, variety, and password-protected nature of many websites. Even where search engines do prove useful, manually searching the internet for matches of hundreds of

or impossible to find. Matching text is blocked out and highlighted for easy identification. Check non-matching sections are easily identifiable within larger passages. Search engines can help you find down suspect passages, but even they have their limitations, given the number, variety, and password-protected nature of many websites. Even where search engines do prove useful, manually searching the internet for

Display a menu for: file:///Users/asherman/Desktop/report_design_final_frames/Body.html

[Source: www.turnitin.com]

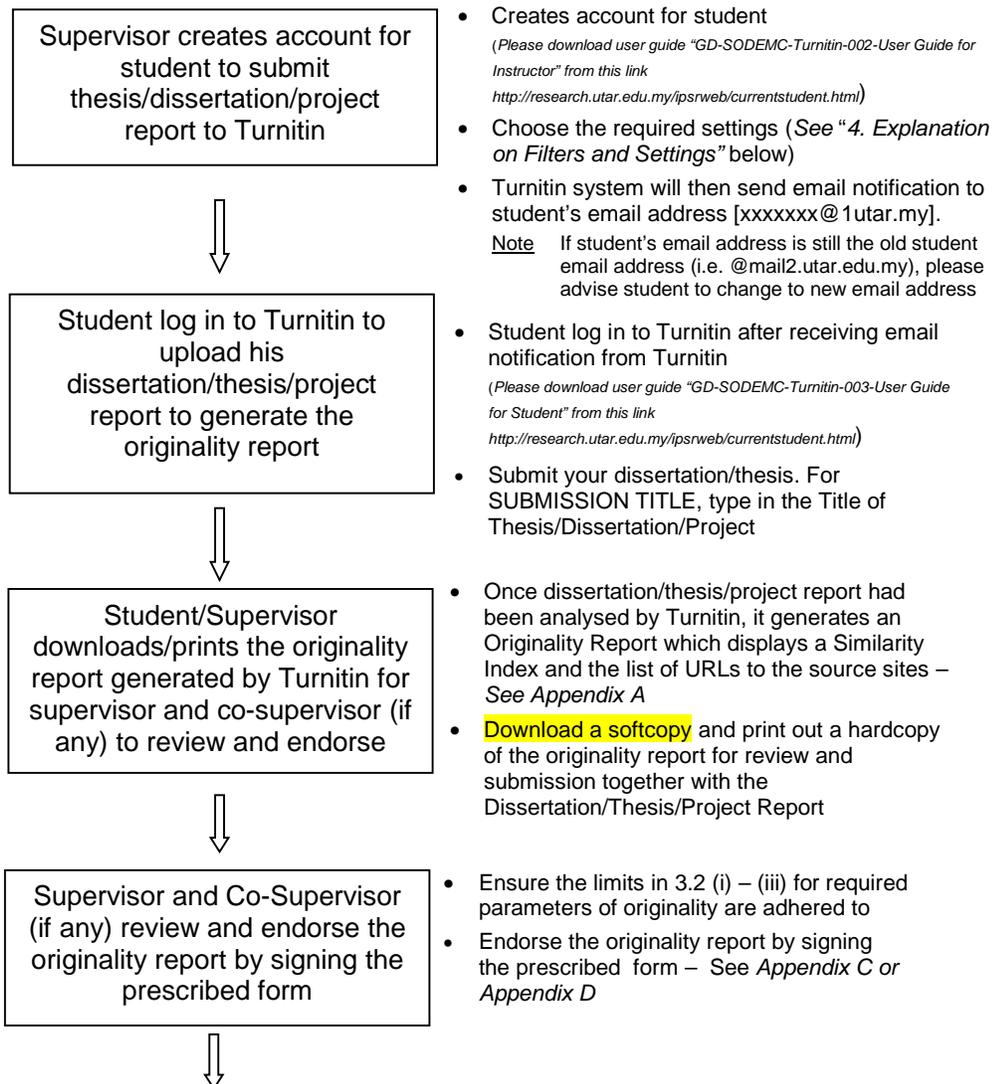
Universiti Tunku Abdul Rahman			
Guideline Title : Generating Originality Report for Thesis/Dissertation/Project Report Using Turnitin			
Guideline Number : GD-IAD-003	Rev No: 0	Effective Date: 01/10/2013	Page No: 3 of 12

2. Verifying the Originality of Content in Thesis/Dissertation/Project Report

2.1 To verify the level of originality of the content in the thesis/dissertation/project report submitted, UTAR now requires every student from postgraduate and undergraduate programmes to submit his thesis/dissertation/project report to Turnitin for originality check before the student formally submits the thesis/dissertation/project report for examination.

2.2 After logging in at *turnitin.com*, student can upload his thesis/dissertation to Turnitin, which will scan the submitted work on its originality. Using a variety of algorithms, Turnitin compares the submitted work to material found on the web and other previously submitted papers. It will detect matches and generate an originality report which can be viewed in an interactive interface or downloaded.

2.3 The overview of the processes involved in the generation of originality report by students submitting their dissertation/thesis/project report to Turnitin is as follows:



Universiti Tunku Abdul Rahman			
Guideline Title : Generating Originality Report for Thesis/Dissertation/Project Report Using Turnitin			
Guideline Number : GD-IAD-003	Rev No: 0	Effective Date: 01/10/2013	Page No: 4 of 12



Student submits dissertation/thesis/project report together with the endorsed originality report, Supervisor's Comments form and **softcopy of originality report** to IPSR^{#1}/Faculty^{#2}

#1 – for Dissertation/Thesis/Project Report (Postgraduate programmes);

#2 – for Final Year Project Report (Undergraduate programmes)

3. Parameters of Originality Required of Thesis/Dissertation/Project Report

3.1 With immediate effect, all thesis/dissertation/project report submission must include the originality report for the thesis/dissertation/project report generated by Turnitin. This includes thesis/dissertation (for postgraduate programmes) re-submission and/or re-examination.

3.2 Parameters of originality required and limits approved by UTAR are as follows:

- (i) **Overall similarity index is 20% and below** (see examples in Appendix A), and
- (ii) Matching of individual sources listed (see examples in Appendix B)
 - (a) must be **less than 1% each** (for thesis/dissertation/project report of postgraduate programmes),
 - (b) **must be less than 3% each** (for Final Year Project report of undergraduate programmes), and

(iii) Matching texts in continuous block must not exceed 8 words

Note: Parameters (i) – (ii) shall exclude quotes, bibliography and text matches which are less than 8 words.

3.3 Supervisors/instructors are required to review the originality report and to ensure the limits in 3.2 (i) – (iii) are adhered to, and also to check the detailed Turnitin originality report to make sure there is no plagiarism before endorsing the originality report by signing the prescribed form (see Appendix C or Appendix D).

4. Explanation on Filters and Settings

Setting 1 : To generate originality report for submission

Choose **Yes** in the 'Generate Originality Reports for submission' setting.

Originality Report

Generate Originality Reports for submissions? ⓘ

Yes

No

Generate Originality Reports for student submissions ⓘ

immediately (can overwrite reports until due date) ▼

Universiti Tunku Abdul Rahman			
Guideline Title : Generating Originality Report for Thesis/Dissertation/Project Report Using Turnitin			
Guideline Number : GD-IAD-003	Rev No: 0	Effective Date: 01/10/2013	Page No: 5 of 12

Setting 2 : To exclude reference list from the Similarity Index

Choose **Yes** in the 'Exclude bibliographic materials from the Similarity Index for this thesis' setting. This setting cannot be changed once students begin to submit their papers. Again, this setting cannot be changed once student has submitted the thesis/dissertation/project report.

Exclude bibliographic materials from Similarity Index for all papers in this assignment? [?](#)

Yes

No

Setting 3 : To exclude quoted materials from the Similarity Index

If student had used quotes and cited correctly, Turnitin can be set to automatically exclude text that appears between quotes (double " at the beginning and end of the passage) so that these portions of the thesis/dissertation/project report will not be included in the Similarity Index. This setting is enabled by choosing **Yes** in the 'Exclude quoted materials from the Similarity Index for uploaded thesis' setting. This setting cannot be changed once student has submitted the thesis.

Exclude quoted materials from Similarity Index for all papers in this assignment? [?](#)

Yes

No

Setting 4 : To exclude text strings of a specified length from the Similarity Index

Some text strings of a specified length (e.g. 4 - 8 words), such as specific headings or terms or phrases, appear frequently in thesis/dissertation/project report. It is sometimes useful to exclude these text strings. This setting is enabled by choosing **Yes** and to type 8 in the box to exclude text matches which do not exceed 8 words.

Exclude small matches? [?](#)

Yes

No

Exclude matches by:*

Word Count: words

Percentage: %

Universiti Tunku Abdul Rahman			
Guideline Title : Generating Originality Report for Thesis/Dissertation/Project Report Using Turnitin			
Guideline Number : GD-IAD-003	Rev No: 0	Effective Date: 01/10/2013	Page No: 6 of 12

Setting 5 : Allowing student to see the Originality Report

In general, students should be allowed to view the Originality Report generated for the thesis/dissertation/project report submitted. However, supervisors and students should be aware that the similarity index alone cannot determine plagiarism. A similarity index is simply a guide to help us identify suspicious works and similar passages with other sources that the student has forgotten to cite. A thesis/dissertation/project report with a high similarity index needs to be reviewed and further analysed by the supervisor(s) together with the student in order to come to an informed judgment on whether plagiarism had occurred.



Allow students to see Originality Reports? ?

Yes

No

Setting 6: Turnitin database options

In general, student's work submitted to Turnitin will be deposited in its repository. In so doing, Turnitin recognises that the IP of the original work in the thesis/dissertation/project report submitted belongs to this student. This ensures that the same work cannot be submitted by another student in future without citing the source as to do so would result in detection of plagiarism.



Submit papers to: ?

standard paper repository

However, in some instances it may be appropriate to select 'no repository' due to some reasons.



Submit papers to: ?

no repository

Setting 7: Search options

For each submission, the supervisor can determine the types of sources that each student's thesis/dissertation/project report will be matched against when the Originality Report is generated.

- (i) Selecting "current and archived internet and periodicals, journals & publications" will ensure detection on cases of copying & pasting from online sources.
- (ii) Selecting all sources, you will also find that some sources that are not available online may still be matched if another user has copied the original source, these will appear as matches to another student's paper from another institution.

Universiti Tunku Abdul Rahman			
Guideline Title : Generating Originality Report for Thesis/Dissertation/Project Report Using Turnitin			
Guideline Number : GD-IAD-003	Rev No: 0	Effective Date: 01/10/2013	Page No: 7 of 12



In some instances it may be appropriate to limit the sources for matching.

5. Explanation on Changing Email Address

After supervisor/lecturer/instructor had created/enrolled an account for student in Turnitin, Turnitin system will send email notification to the student at UTAR student email address [xxxxx@1utar.my].

For student who is still using the old student email address [xxxxx@mail2.utar.edu.my], he/she is required to change to the new student email address (@1utar.my) as follows:

- (i) Login to student portal <https://portal.utar.edu.my/loginPage.jsp>
- (ii) After login, there will be a pop up box directing you to change to new address.
- (iii) At the end, Username and Password for (@1utar.my) will be same as (@mail2.utar.edu.my)

Universiti Tunku Abdul Rahman			
Guideline Title : Generating Originality Report for Thesis/Dissertation/Project Report Using Turnitin			
Guideline Number : GD-IAD-003	Rev No: 0	Effective Date: 01/10/2013	Page No: 8 of 12

Appendix A

Example 1 Summary Page of Originality Report with Listing of Similarity from Individual Sources which is less than 1% each

Turnitin Originality Report

Final Thesis by xxxxxxxx

From Final Thesis (For submission)
(Master Thesis)

Processed on 01-Jun-2013 00:06 MYT
ID: 333881080
Word Count:41262

Similarity Index	Similarity by Source	
9%	Internet Sources:	6%
	Publications:	5%
	Student Papers:	4%

sources:

- 1

< 1% match (Internet from 16-Jul-2008)

http://www.boardofstudies.nsw.edu.au/syllabus_hsc/pdf_doc/appendix_quant_analysis_cr.doc
- 2

< 1% match (Internet from 24-Apr-2012)

http://academics.georgiasouthern.edu/ljsot/v3n1/articles/PDFs/Article_MeltonGrafChopak-Foss.pdf
- 3

< 1% match (Internet from 01-May-2010)

http://www.cdli.ca/~bmann/0_ARTICLES/Mayer_street_02.pdf
- 4

< 1% match (Internet from 12-May-2009)

[http://www.edb.gov.hk/FileManager/EN/Content_6520/devt%20of%20sq%20to%20chi%20lang%20curr%20\(ncs\)%20-%20e%20print.pdf](http://www.edb.gov.hk/FileManager/EN/Content_6520/devt%20of%20sq%20to%20chi%20lang%20curr%20(ncs)%20-%20e%20print.pdf)
- 5

< 1% match (publications)

[Soud Mohammad Almahamid, "Determinants of user continuance intention to use e-government", International Journal of Electronic Governance, 2010](#)
- 6

< 1% match (Internet from 10-Jan-2013)

<http://www.taiwanese-secrets.com/chinese-language-is-difficult.html>
- 7

< 1% match (publications)

[Zahide Yildirim, "Comparison of Hypermedia Learning and Traditional Instruction on Knowledge Acquisition and Retention", The Journal of Educational Research, 03/01/2001](#)
- 8

< 1% match (Internet from 31-May-2012)

<http://www.academia.edu/3614433/3614433.pdf>
- 9

< 1% match (Internet from 03-Aug-2010)

http://www.sagepub.com/upm-data/16104_Chapter_2.pdf
- 10

< 1% match (publications)

[Marzban, Amir, and Ali Asgar Akbarnejad, "The Effect of Cooperative Reading Strategies on](#)

Universiti Tunku Abdul Rahman

Guideline Title : **Generating Originality Report for Thesis/Dissertation/Project Report Using Turnitin**

Guideline Number : GD-IAD-003

Rev No: 0

Effective Date: 01/10/2013

Page No: 9 of 12

Example 2 Summary Page of Originality Report with Listing of Similarity from Individual Sources which is more than 1% each

Turnitin Originality Report

Final Thesis by xxxxxxxx

From Final Thesis (For submission)
(Master Thesis)

Processed on 02-Apr-2013 19:10 MYT
ID: 317183599
Word Count: 28396

Similarity Index	Similarity by Source
5%	Internet Sources: 3% Publications: 3% Student Papers: 0%

sources:

- 1 2% match (Internet from 10-Apr-2009)
<http://www.mechanicalengineer.cc/mechanical-engineering-archives/191-Electric-Explained-Technology-Vehicle.html>
- 2 2% match (publications)
[Raziq Yaqub. "Smartphone-based accurate range and energy efficient route selection for electric vehicle". 2012 IEEE International Electric Vehicle Conference. 03/2012](#)
- 3 2% match (Internet from 09-Oct-2012)
<http://hybridscarszoo.net/11591/electric-vehicle-intelligent-control-system-ovioo.html>

paper text:

CHAPTER 1 INTRODUCTION 1.1 Introduction to CPS The Contour Positioning System(CPS) works by extracting road contour distance (in km) and elevation heights (in meters) data from Google Earth's elevation profile and calculates them to produce the road contour slope angles (in degree). Using software, some programming and formulas, those parameters obtained can be used to provide an estimation of the amount of battery energy needed. For example, this system will indicate to the user that driving 100km from point A to point B requires 50% of the EV's battery energy. Therefore, the user will know if the remaining battery energy is enough to reach the desired destination. This system is accurate and unique because it includes the road slope angles which drains different amount of battery energy depending on the degree of the slope. For example, driving up a hill for 100km in a 10% slope uses a lot more battery energy compared to driving 100km on a normal 0% straight highway. Both data collections and real-time validations were done using the latest Proton Saga EV specifications and technical data to clarify the experimental results. The new Saga EVs are the ones sent by Proton to the Malaysian government for the test fleet. A total of three Proton Saga EVs were sent for fleet testing and expected to be commercialised in Malaysia (Bernama, 2011). By performing a series of battery capacity calculations, CPS can provide higher precision of remaining battery capacity for reaching a desired destination, making it an accurate battery energy estimation system for an EV compared to the current distance estimation system available in the market which could not tell the difference between moving 10 km uphill and 10km on a straight road. CPS can be integrated into current GPS to provide an indication and suggestion to the nearest charging station when the battery energy is

Universiti Tunku Abdul Rahman			
Guideline Title : Generating Originality Report for Thesis/Dissertation/Project Report Using Turnitin			
Guideline Number : GD-IAD-003	Rev No: 0	Effective Date: 01/10/2013	Page No: 11 of 12

Appendix C

Universiti Tunku Abdul Rahman			
Form Title : Supervisor's Comments on Originality Report Generated by Turnitin for Submission of Dissertation/Thesis/Project Report (for Postgraduate Programmes)			
Form Number: FM-IPSR-PSU-022	Rev No.: 0	Effective Date: 01/10/2013	Page No.: 11 of 1



INSTITUTE OF POSTGRADUATE STUDIES AND RESEARCH

Full Name of Candidate	
ID Number	
Programme / Course	
Title of Dissertation / Thesis/Project	

Similarity	Supervisor's Comments (Compulsory if parameters of originality exceeds the limits approved by UTAR)
Overall similarity index: _____ % Similarity by source Internet Sources: _____ % Publications: _____ % Student Papers: _____ %	
Number of individual sources listed of more than 1% similarity: _____	
Parameters of originality required and limits approved by UTAR are as follows: (i) Overall similarity index is 20% and below, and (ii) Matching of individual sources listed must be less than 1% each, and (iii) Matching texts in continuous block must not exceed 8 words <i>Note: Parameters (i) – (ii) shall exclude quotes, bibliography and text matches which are less than 8 words.</i>	

Note Supervisor/Candidate is required to provide softcopy of full set of the originality report to IPSR

Based on the above results, I hereby declare that I am satisfied with the originality of the Dissertation/Thesis/Project Report submitted by my student as named above.

Signature of Supervisor

Name: _____

Date: _____

Signature of Co-Supervisor

Name: _____

Date: _____

Universiti Tunku Abdul Rahman			
Guideline Title : Generating Originality Report for Thesis/Dissertation/Project Report Using Turnitin			
Guideline Number : GD-IAD-003	Rev No: 0	Effective Date: 01/10/2013	Page No: 12 of 12

Appendix D

Universiti Tunku Abdul Rahman			
Form Title : Supervisor's Comments on Originality Report Generated by Turnitin for Submission of Final Year Project Report (for Undergraduate Programmes)			
Form Number: FM-IAD-005	Rev No.: 0	Effective Date: 01/10/2013	Page No.: 122 of 1



FACULTY OF _____

Full Name(s) of Candidate(s)	
ID Number(s)	
Programme / Course	
Title of Final Year Project	

Similarity	Supervisor's Comments (Compulsory if parameters of originality exceeds the limits approved by UTAR)
Overall similarity index: _____ % Similarity by source Internet Sources: _____ % Publications: _____ % Student Papers: _____ %	
Number of individual sources listed of more than 3% similarity: _____	
Parameters of originality required and limits approved by UTAR are as follows: (i) Overall similarity index is 20% and below , and (ii) Matching of individual sources listed must be less than 3% each , and (iii) Matching texts in continuous block must not exceed 8 words <i>Note: Parameters (i) – (ii) shall exclude quotes, bibliography and text matches which are less than 8 words.</i>	

Note Supervisor/Candidate(s) is/are required to provide softcopy of full set of the originality report to Faculty/Institute

Based on the above results, I hereby declare that I am satisfied with the originality of the Final Year Project Report submitted by my student(s) as named above.

Signature of Supervisor

Name: _____

Date: _____

Signature of Co-Supervisor

Name: _____

Date: _____