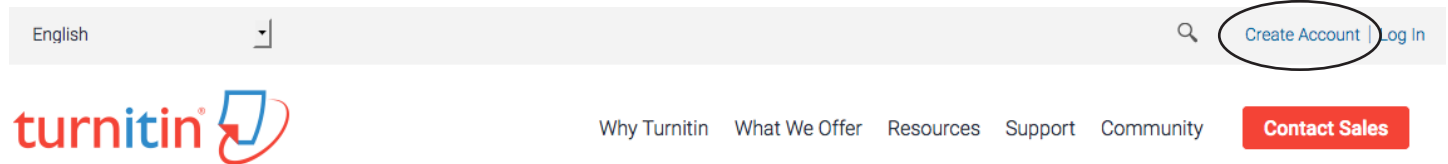## STEP 1

To register and create a user profile, go to *www.turnitin.com* and click on the "*Create Account*" link on the homepage.


The new user page will open, follow the directions on this page to help you create your user profile.
To create a profile, you will need to use the "Class ID" and "Class enrollment password" provided **in your syllabus**.

Fill out all the required information. Use your real name. Use an email address you check regularly. And select a password you'll remember.
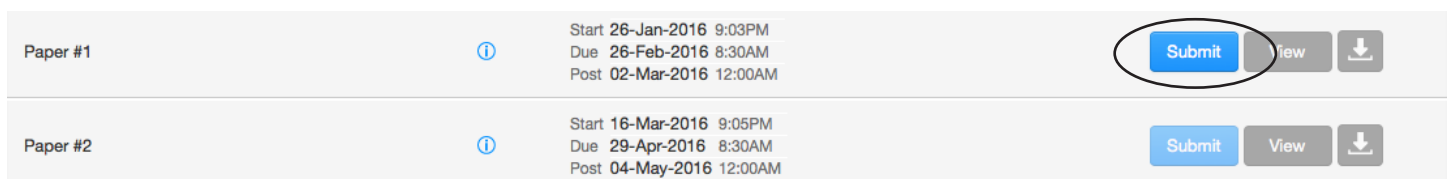
STEP 2

Your class will show up on the homepage. Click on the name of your class to open the class portfolio.
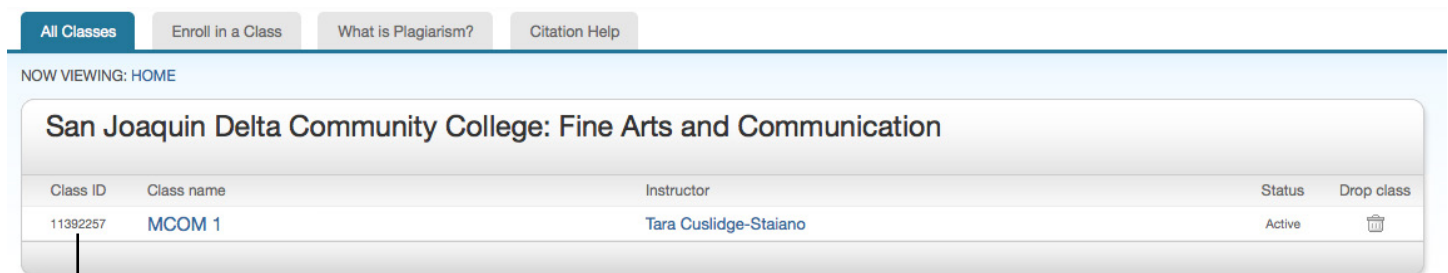
*Click on the name of the class to open your portfolio.*

STEP 3

Your class portfolio shows the assignments the instructor has created and your submissions to the class.
To submit a paper, click the "Submit" button next to the paper assignment.

STEP 4

The paper submission page will open. You may be prompted to "copy and paste." Instead click the drop down icon and choose "Single File Upload."
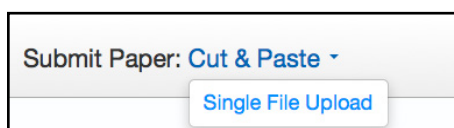
Submit: Single File Upload

STEP ● ○ ○

First name

Test — *Confirm your name.*

Last name

Student

Submission title

— *Title your paper.*

What can I submit? — *A drop down menu will appear with more defined information about what format you can submit a paper in, the list includes: Microsoft Word, PDF and Google Doc files.*

Choose the file you want to upload to Turnitin:

Choose from this computer — *Select the drive your file is located. Choose the file. Once you've selected the location, then "Upload" with the button to the left.*

Choose from Dropbox

Choose from Google Drive

Requirements for single file upload
- File must be less than 40 MB (read suggestions to meet requirements)
- Files must have at least 20 words of text
- The maximum paper length is 400 pages
- File types allowed: Microsoft Word, Excel, PowerPoint, WordPerfect, PostScript, PDF, HTML, RTF, OpenOffice (ODT), Hangul (HWP), Google Docs, and plain text

Upload   Cancel

STEP 5

A confirmation page will appear. It will ask you to confirm the details of your paper. The details will look different from the screen shot below. Please use MLA style.

Submit: Single File Upload   STEP ● ● ○

Please confirm that this is the file you would like to submit...

Author:
Test Student

Assignment title:
Paper #1

Submission title:
Test

File name:
CrisisScenarios.docx

File size:
204.82K

Page count:
2

Word count:
1159

Character count:
5263

Confirm   Cancel

— *Make sure the details you've entered are confirmed in the confirmation page. Also check to see if the format appears right and you've uploaded the correct document.*

— *Click "Confirm" to finish submitting your paper.*

ENROLLING IN A CLASS IF YOU ALREADY HAVE A TURNITIN.COM ACCOUNT

All Classes | Enroll in a Class | What is Plagiarism? | Citation Help

NOW VIEWING: HOME

Enroll in a class

Class/section ID: •

Enrollment password: •

Submit

Login using your already set-up account. On your account home page, you'll see a tab that says "Enroll in a Class." Use the "Class/section ID" and "Enrollment password." Once you enter the information, it will enroll you in the course.

When you click back to "All Classes" your MCOM 1 section will appear in your class list. If you have any instructions, contact your instructor PRIOR to the due date of the paper.