

# Turnitin Services

Turnitin—an internet-based plagiarism prevention system—is now available for use by all Syracuse University instructors, including those offering SU courses through Project Advance.

Turnitin allows instructors to upload student work (submitted as electronic files, such as a MS Word document) into the system and receive a report that identifies “matched text.” The instructor still must analyze the report for originality, but Turnitin does provide them with more information that can be used to make this determination.

## How to Request Access

- If you plan to use Turnitin in your classroom, you must submit a request for a Turnitin license and account by either emailing your SUPA administrator or SUPA Operations Specialist, Brendan McInerney at [bpmciner@syr.edu](mailto:bpmciner@syr.edu). Please include your first/last name and your primary email in your request.
- Syracuse University requires written consent from parents/guardians of students in Syracuse University courses through Project Advance that are utilizing Turnitin. The Turnitin permission form can be found below:
- [Parental/Student Permission for Turnitin Form](#)

All signed permission forms are to be returned to the SUPA instructor who will complete the following steps to upload the required documents via their PASS account:

- Login to PASS
- Select “Class Section(s)”, then “All My Classes”
- Identify the section you would like to upload documents for, select “View Details”
- Select “Syllabus/Upload Docs” tab, upload document(s), and press “Add File”

Any questions or concerns should be directed to SUPA via Operations Specialist, Brendan McInerney, at [bpmciner@syr.edu](mailto:bpmciner@syr.edu).

## Tutorials for Turnitin

Below are some short tutorials specifically designed by the Project Advance Instructional Design Team. For additional tutorials, see those developed at the Turnitin.com website.

### Videos from Turnitin: Setting Up Your Course in Turnitin

- [Creating Classes](#)
- [Creating Assignments](#)
- [Adding Students to Your Class](#)

### Videos from Turnitin: For Students

- [Enrolling in a Class](#)

- [Submitting a Paper](#)
- [Viewing an Originality Report](#)