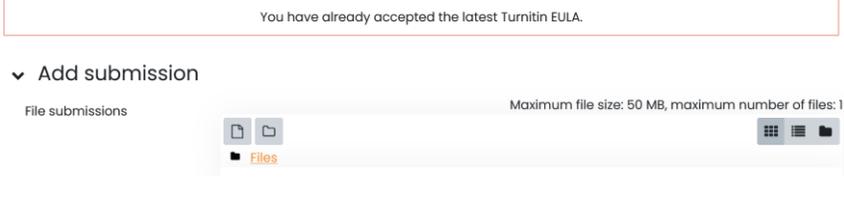
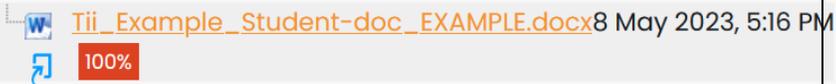




## 2024 UNISA M&D students Turnitin FAQ list for myUnisa

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| 1  | What is Turnitin?   | Turnitin is the Originality Checking service used at Unisa to prevent plagiarism and encourage academic integrity.  |
| 2  | Do I have to <b>request</b> access to Turnitin?   | <b>NO, you do not.</b> Access to the formal submission space on myUnisa (myModules) is granted automatically.   |
| 3  | Do I have access to Turnitin for the <b>duration</b> of my qualification?                                       | <b>YES, definitely.</b> You will remain in the same submission space for the time you take to complete the qualification.   |
| 4  | Do I get moved to a new submission space each year?   | <b>NO, you do not.</b> You remain in the same submission space for the time you take to complete the qualification.<br><br><b>Note:</b> <a href="#">This is necessary to protect your authorship, intellectual property.</a>  |
| 5  | Do I have to accept the Turnitin <b>EULA</b> when making a submission for the first time on myUnisa(myModules)? | <b>YES, definitely.</b> The Turnitin EULA (End User License Agreement) is required to run an originality check for your submissions.<br><br><b>Example: Turnitin EULA must be accepted</b><br><br> A screenshot of a Turnitin submission interface. At the top, it says "For this submission to be sent to Turnitin, you must accept the <a href="#">Turnitin End User Licence Agreement</a> ." Below this are two buttons: "I accept the Turnitin EULA" (highlighted in orange) and "I decline the Turnitin EULA".               |
| 6  | Do I have to accept the Turnitin <b>EULA</b> for every submission to Turnitin?                                  | <b>NO, you will be asked once only to accept the Turnitin EULA.</b> It will be acknowledged automatically after your first submission.<br><br><b>Example: Turnitin EULA already accepted</b><br><br> A screenshot of a Turnitin submission interface. At the top, it says "You have already accepted the latest Turnitin EULA." Below this is a "Add submission" button. Underneath, there is a "File submissions" section with a "Files" button. On the right, it says "Maximum file size: 50 MB, maximum number of files: 1". |
| 7  | Are submissions <b>stored permanently</b> on Turnitin?  | <b>YES, submissions are permanently stored on Turnitin!</b> This is done to protect your work from future plagiarism by others.   |
| 8  | Do I have to <b>submit my proposal FIRST</b> for Turnitin?  | <b>YES, definitely.</b> The proposal must first be submitted before continuing with chapter submissions.  |
| 9  | Do I have to <b>submit ALL my chapters</b> for Turnitin?  | <b>YES, definitely.</b> All chapters must be submitted before uploading the completed dissertation/thesis at the end of the study/research.   |
| 10 | Do I have to include a <b>title/cover page</b> for my submissions?  | <b>YES, the title page confirms your authorship.</b> UNISA Turnitin submissions are ' <b>all inclusive</b> ', and requires the inclusion of a title/cover page with your name and student number.<br><br><b>Note:</b> <a href="#">We cannot protect your authorship without it.</a>   |
| 11 | Do I have to include a <b>bibliography/reference list</b> for my submission?                                    | <b>YES, the bibliography/reference list validates research content in your submission.</b> UNISA Turnitin submissions are ' <b>all inclusive</b> ' and requires the inclusion of a bibliography/reference list.<br><br><b>Note:</b> <a href="#">We cannot acknowledge your original authorship without it.</a>  |

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| 12 | Do I have a draft (1 <sup>st</sup> ) opportunity for my submission?  | <p><b>YES, you can upload a draft version</b> first to generate an originality report.</p> <p>Note: This gives you the opportunity to discuss report findings with your supervisor <b>BEFORE</b> making changes for the final version.</p>   |
| 13 | Do I have a revision (2 <sup>nd</sup> ) opportunity for my submission?   | <p><b>YES, you can upload a revised version</b> second to generate an originality report.</p> <p>Note: This gives you another, but final chance to discuss the findings with your supervisor <b>BEFORE</b> making changes for the final version.</p>   |
| 14 | Do I have another (3 <sup>rd</sup> ) opportunity for my submission?  | <p><b>YES, you can upload a final version</b> third and last to generate an originality report.</p> <p>The third upload you make for the submission is considered the <b>FINAL</b> version and will be used to conduct a <b>FINAL</b> check for assessment purposes.</p>   |
| 15 | Will my draft and revision submissions appear as possible <b>plagiarism</b> when I upload the final versions of my work? | <p>NO, it will not, provided you uploaded your drafts and revisions yourself within the formal Unisa submission space for Turnitin on myUnisa(myModules).</p>  |
| 16 | Will my proposal and chapters appear as possible <b>plagiarism</b> when uploading the completed dissertation/thesis?     | <p>NO, it will not, provided you uploaded your proposal and chapters yourself within the formal Unisa submission space for Turnitin on myUnisa(myModules).</p>   |
| 17 | How <b>long</b> does it take to generate an originality report?  | <p>The Originality Report is generated by Turnitin after receipt from myUnisa within <b>24 hours</b>.</p> <p>Note: Please allow myUnisa 48 hours to send and retrieve files.</p> <p><b>Example: Stage 1 (queued)</b></p>  <p>Note: Do not attempt to reload the file when it is being queued!</p> <p><b>Example: Stage 2 (pending)</b></p>  <p>Note: Do not attempt to reload the file when it is pending!</p> |
| 18 | How will I <b>know</b> if the Originality Report has been generated successfully?  | <p>When the Originality Report has been generated, it will be attached to your submission with a Similarity Index (%).</p> <p><b>Example: Originality Report completed</b></p>   |

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| 19 | What is a Turnitin Originality <b>Report</b> ?                                      | <p>The Originality Report provides a summary of matching text found in the submitted assignment.</p> <ul style="list-style-type: none"> <li>• The Originality Report reveals the sources of matching text identified.</li> <li>• The extent of matching text is indicated by an index of similarity, shown as a percentage.</li> </ul> <p>Note: This means the higher the percentage is, the greater the extent of non-original content.</p>   |
| 20 | How do I <b>open</b> the Originality Report?  | Click on the Similarity Index (%) block attached to your submission and the report will open in a new window on the current browser.   |
| 21 | What does the <b>Similarity Index</b> mean?   | <b>The percentage shown on the Originality Report is an indication of NON-ORIGINAL content and is NOT a “percentage of plagiarism”.</b>  |
| 22 | What is the <b>acceptable</b> percentage for the overall Similarity Index?          | <p><b>The Similarity Index does NOT indicate plagiarism thus, there is NO “acceptable percentage”.</b></p> <ul style="list-style-type: none"> <li>• Plagiarism, if present in the submission is unacceptable, regardless of the overall Similarity Index!</li> </ul> <p><b>Please refer to the Unisa policies regarding plagiarism, copyright, academic integrity and ethical conduct.</b></p> <ul style="list-style-type: none"> <li>• Originality Reports are analysed to determine if plagiarism occurred, whether inadvertently or with intent.</li> </ul> <p>Note: The above means, even when the similarity index or a specific individual match percentage is very low, but portions of blatant plagiarism are found in the text, it is still unacceptable.</p> |
| 23 | What is the acceptable percentage for an <b>Individual Source</b> ?                 | <p><b>Very important: The similarity of submission content to an individual source must be below 5%.</b></p> <p>This generous allowance accommodates subject terminology and acknowledgement of sources.</p> <p>Note: Ask your supervisor about conditions under which a certain percentage of matching text may be allowed and how such text must be acknowledged in your submission.</p>   |
| 24 | Why is there no originality report for my submission?                               | <p>Originality Reports will not be generated for corrupted and scanned submissions.</p> <p>Note: Submissions shown as queued or pending are NOT errors, they are being processed. Please be patient.</p>   |
| 25 | How do I improve content originality in my work?<br>E.g. How do I reduce the index? | <p>Your focus should not be to reduce the similarity index, but to give <b>your own interpretation of the work done.</b></p> <ul style="list-style-type: none"> <li>• Discuss the purpose and expectations of the submission with your supervisor.</li> <li>• Improve your academic writing skills to present your own work.</li> </ul> <p>Note: Generally, it is not necessary to rework every portion of highlighted text. Consult your supervisor.</p>  |
| 26 | Where do I get more information on academic integrity to avoid plagiarism?          | <p>Consult the UNISA Library pages: <a href="#">ALL GUIDES Alphabetically - LibGuides at University of South Africa (UNISA)</a></p> <p>Attend CGS (College of Graduate Studies) workshops: CGS Website <a href="#">Workshop schedule (unisa.ac.za)</a></p>   |

Regards, Unisa Turnitin Team