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Turnitin I	User guide & Turnitin Draft Coach	E turnitin
Edited by: Sofia Pr. Grigo Translated by: Katerina K	riadou atsaouni	
		2025



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INSTRUCTIONS FOR STUDENTS

To create an account on Turnitin, click New user



And then click Student



Create a User Profile

All users must have a user profile to use the service. Please select how you will be using Turnitin:

Student Teaching Assistant Instructor

Existing user?

If you've used the service before, there is no requirement to create a new user profile. Log in <u>here</u> with your old credentials.

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To register, you will need two details which you must request from your instructor: **a)** the **Class ID** and **b)** the **Enrollment key.**



Create a	New	Student	Profile

Class ID Information

All students must be enrolled in an active class. To enroll in a class, please enter the class ID number and class enrollment key that you were given by your instructor.

Please note that the key and pincode are case-sensitive. If you do not have this information, or the information you are entering appears to be incorrect, please contact your instructor.

Class ID

Class enrollment key -

User Information

Your first name

Your last name

Display names as

O First name (Space) Last name (example: John Smith)

After entering these details and your **full name**, in Greek for users from the campuses of Serres, Kilkis, and Katerini, and in Latin characters for users from the Sindos and Thermi campuses, proceed by entering your **institutional email address** and creating a **password**.

O Last na	me(No space)First name (example: SmithJohn)
Email add	ress
Confirm e	mail address
Password	and Security
Create a pa	ssword for your account. Your password must:
have a minim	ium of 12 characters
include at lea	ist one number
include uppe	r and lower case letters
include at lea	st one special character (~!@#\$%^&*()+=[]{}\;;"<>,.?/)
Enter you	password
Confirm y	our password
Next, pleas for this con	e enter a secret question and answer combination. You will be asked nbination if you ever forget your password and need to reset it.
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Finally, click I Agree -- Create Profile



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Log in to your **account** to **submit** your assignment.



Log in to Turnitin
Email address
sofia@ihu.gr
Password
Log in
Or
G Sign in with Google C Log in with Clever
Forgotten your password? <u>Click here.</u> Need more help? <u>Click here.</u> New user? <u>Click here.</u>
<u>Privacy Policy</u> We take your privacy very seriously. We do not share your details for marketing purposes with any external companies. Your information may only be shared with our third party partners so that we may offer our service.

Select the Class

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About this page This is your student homepage. The homepage shows the classes you are enrolled in. To enroll in a new class, click the enroll in a class button. Click a class name to open your class homepage for the class. From your homepage, you can submit a paper. For more information on how to submit, please see our help page.
Welcome!
Welcome! If you are ready to enroll in a class, make sure you have already received the class ID and enrollment password from your instructor. Click here to enroll in a class.
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And fill in the **Class ID** and the **Enrollment key** provided by your instructor.

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Choose the Assignment title and upload your file.

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Resubmission, review, and other access permissions are set by the instructors.

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After clicking I agree to accept Turnitin's terms of use,



A form will appear allowing you to select and upload your assignment file.

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INSTRUCTIONS FOR USING TURNITIN DRAFT COACH

Turnitin Draft Coach can be used by students as an add-in to Microsoft Word Online. Access is provided via the **Microsoft 365** portal, allowing you to check your text.

Note! It is not available for the desktop version of Microsoft Word.

To use **Turnitin Draft Coach**, **create a Turnitin account** and install the add-in in Microsoft Word Online. <u>Installation is done only once</u>.

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Log in to the Microsoft Office 365 page using your institutional credentials.







Open a new blank document in Word

Go to Home and then Add-ins

If Draft Coach does not appear, refresh the page





Otherwise, click More Add-ins and search for Draft Coach

Once added, the **Turnitin Draft Coach** panel will appear on the right side of your document and will also be available from the menu bar.



To run a check on your paper: i) open Draft Coach add-in, ii) in the panel on the right, click Get Feedback Now.



Accept the terms and click Continue to Draft Coach.



In the panel that appears you will see three available tools:

- **1. Similarity Check**
- 2. Citations Check
- 3. Grammar Guide



Important notes:

- **4** Reports are visible only to the person using Draft Coach
- 4 You may perform up to three (3) Similarity Checks per document
- Unlimited Citations Checks are allowed
- Linimited Grammar Checks are allowed
- Similarity Checks can be run on texts in Greek and English, but <u>Grammar Checks only on texts in English</u>

Similarity Check

To run a **Similarity Check**, click **Similarity Check** on the right-handed panel

You may run the Similarity Check a total of three (3) times per document.



Then click Run Similarity Check

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된 Draft Coach	_	
	experts (i.e. Consultants, Therapists and Psychologists) that are already working together on different (Autisn) projects creating an added value by leveraging their "cultural" compatibility along with their tested synergy and aligned understanding. Their coordinated efforts will optimize the "person-job-fit" to provide the potential Client with the best candidate for the Job vacancy. Building up a strong Partners' Network is a key prerequisite for a successful operation. The final mix will incorporate Autism related Entities (i.e. Science Foundations, Education Institutions, Research Organizations, National Resource and Information Centers, Ministry of Labor, Ministry of Education, and Social Security Administration. Advances & Marketing strategy costs will be relatively high compared to the General & Administrative Expenses (Salaries, Rent, Facilities, Equipment) together with the Web Hosting (linked to the Online Platform). Charina will provide Customers with numerous aspects and features including Automated Services (via Web Hosting Platform) and Talored Assistance to Hiring Companies' HR Dept. The Agency's Specialists will dorely cooperate with the Potential Clients' HR Dept. The Agency's Specialists will dorely cooperate with the Potential Clients' HR Dept. The Agency's Specialists will dorely cooperate to be optimally match their respective Requirements.	Turnitin Draft Coach **** Details Similarity Citations Grammar Optimized Grammar Optimized Similarity Citations Grammar Optimized Similarity Citations Grammar Optimized Similarity Optimized Similarity Optimized Similarity Optimized Turnitin's Database. Image: Non-Should Lisse these backstar Run Similarity Check More info about Turnitin Similarity Checks 20

A message will notify you how many checks you have remaining.

Click **Confirm** to proceed or click **Cancel** to continue editing without checking



Note: It is **recommended** not to make changes to your document while the similarity check is running. You can edit it once the check is complete.

After running at least on check, you can view the full report by clicking **View Full Report.**



A new tab will open showing your Similarity Report, highlighting any matched texts using color codes.

This report does not alter your document. You may print or download it.

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	εκπαίδευση που τους παρέχεται ως αρκετά συνεπή με τα καθήκοντά τους, ενώ οι θέσεις τους σχετικά με την καταλληλότητα των εκπαιδευτών ήταν θετικές. Οι περισσότεροι εκ των εργαζομένων θεωρούσαν ότι οι μέθοδοι εκπαίδευσης που	© 2 Internet www.scribd.com 4% I = 1 text block ₿ 8 matched words
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Excluding content in the full report (View Full report)

You can choose to **exclude certain content** from the Similarity Report, such as: **bibliography, citations, quoted text**.

In this case, when viewing the full Similarity Report (View Full report), select **Filters.**



The **Exlcusion Filters** section will appear, where you can select the types of the content you wish to exclude. Changes will be applied automatically.

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	KSA, aiming to a global expansion in US and Europe. (*US statistics are used below due to lack of detailed structured data from other Countries).	25% Overall Similarity 30 Matching Text Blocks
d 14	Autism Spectrum Disorder or ASD is a neurobiological/developmental disorder that affects millions of people worldwide. Those diagnosed with ASD have difficulties when	Compare submissions against ⑦ Select at least one source type to check for similarity.
	it comes to social interactions, communication, and repetitive behavior. Consequently, the impacts of ASD are numerous, but the one that stands out the most is the social	Submitted Works Internet content Rublications
ھ ٤	Impact. People with ASD suffer from being disregarded or overlooked, making their presence in workplaces to be very low.	Exclusion filters ⑦
	careers by completing graduate level coursework yet found themselves for professional	Exclude quoted text
Page	1 of 10 2226 words Q 175% Q	Cancel Apply Filters

Citations Check

You can perform unlimited **Citations Checks** while drafting your paper. In the **Draft Coach panel** click **Citations Check** or **Citations** at the top. Then click **Run Citations Check**.



If you make changes and want to rerun the check, click **Run New Citations Check.**



Grammar Guide

You can run unlimited grammar checks while drafting.

In the Draft Coach panel, click **Grammar Guide** or **Grammar** at the top. Then click **Run Grammar Check**.

Note: Grammar checker checks your text using US-English grammar rules.



Then click Run Grammar Check.



If you make changes to your work and want to run the grammar check again, select **Run New Grammar Check.**



For questions or support:

a) Students at Sindos and Thermi campuses, Ms Katerina Katsaouni, Tel.: 2310 807566 -561, e-mail: akatsaouni@ihu.gr

b) Students at Serres, Kilkis and Katerini campuses Ms Sofia Grigoriadou, Tel.: 23210 49177, e-mail: sofialib@ihu.gr