

GEOG 4712
Spring 2009

Instructions for Submitting your own paper to Turnitin.com

You may wish to submit a draft of your paper to *turnitin.com* before you submit the final version to the TA for grading (due Monday, April 6 at 5pm). This will allow you to check for inadvertent plagiarism. There is no requirement to file your draft – it is completely your choice. However, **you must upload an electronic copy of the paper that you submit and give the paper copy to the TA before the deadline. NO paper will be graded until the electronic file is uploaded to turnitin.com.**

Directions:

1. Go to the CU Honor code website (http://www.colorado.edu/academics/honorcode/Pass_Code.html) and read or download the student instruction manual
2. Go to the website www.turnitin.com
3. Click on the “create a user profile” button (top-right on page) and follow the instructions to set up an account. This is your personal account and you will need to remember the password which must contain both alphabetic and numeric characters. You also need to fill out a profile (essentially only your name and state is needed).
4. Now follow the instructions and click on the “student” button
5. Click on the “Start Class Enrollment Wizard” button. Enter the **class ID as: 2680540** and **password as: border**
6. Click on the link “Geography 4712 Spring 2009” in blue.
7. Now follow the instructions. You have a choice of assignments. You can check for plagiarism by loading the draft by clicking the “Draft paper” option but you **MUST** load the final version by clicking the “Revision 1” option. Use any name as the paper title. If you are uploading a second version, call it `Your_lastname_2`.
8. You can either cut and paste to the box provided or click the “browse” button and upload the file from there. Make sure to hit the submit button.
9. When the file uploads, you will get a digital receipt. Write this number down.
10. Within a couple of minutes, you will get a report on the file that you submitted. It will be sent as a notice to your email address that you submitted and simply follow the instructions to examine the plagiarism check on the paper.

If you have any questions, please let the instructor or the TAs know.