What is Turnitin at the Library?
“Turnitin at the Library” is an area in Blackboard where students can submit drafts of papers to check for possible instances of plagiarism before they submit final drafts to their course instructors. “Turnitin at the Library” is considered an organization in Blackboard (as opposed to a course). **Note: Papers submitted through the Libraries’ Blackboard space will not be saved in Turnitin’s database.**

I. Connecting to “Turnitin at the Library”

The **first time** you use “Turnitin at the Library”:

1. Go to blackboard.syr.edu and login with your NetID.
2. Click on the Organizations tab.
3. Type “turnitin” in the “Organization Search” box on the left and click “Go”.
4. Under Organization ID, you’ll see turnitin.2014.org. Click on the down arrow icon to the right of the ID and select enroll.

5. Enter the following Access Code: **SU.orig09** (This is case sensitive.)

6. Once you are enrolled in “Turnitin at the Library” (you only need to do the above steps the first time), click on the Organizations tab in Blackboard, and you will see it listed under “My Organizations.”

Syracuse University Library, 6/10; revised 2/6/18

Based on the document “Guide to Computing: Student Use – Blackboard/TurnItIn” from SU Information Technology and Services
II. Submitting a Paper

1. Click on the **Submit/Check Papers** tab on the left.

2. Select an assignment such as “Submit Draft 1.”
   
   *Note*: These are not actual course assignments. There are multiple assignments available in order to allow you to submit more than one paper at a time.

3. Click the **View/Complete link**.

4. Complete the **User Agreement** if prompted.

5. Once you are at the Assignment Inbox screen, click on the **submit button**.

6. Keep the default option "single file upload," and enter a **submission title**.

7. Choose the file you want to upload.

8. Click **upload**.
9. On the following page, you will be asked to confirm the text of the submission. If the text is correct, click **Confirm** to finalize the submission.
10. On the next screen, you will receive a copy of your "Digital Turnitin Receipt." This receipt will also be e-mailed to you. Click on **Return to assignment list** to go back to your Assignment Inbox.

Congratulations - your submission is complete! This is your digital receipt. You can print a copy of this receipt from within the Document Viewer.
III. Viewing Originality Report

The "Originality Report" highlights areas of your paper that match text from existing sources, including journal articles and web sites.

1. To access your originality report, start at the Assignment Inbox. (Go to the Submit/Check Papers page and click on View/Complete beneath one of the assignments.)

**Note:** If you submit more than one paper on the same day, the originality report for the first paper may arrive quickly, but the report for the second paper may take 24 hours.

2. From the Assignment Inbox, click on View for the paper you wish to review. Once connected, click on the “Match Overview" number on the right to see which selections, if any, are identified as including similar content to other sources and which sources contain the matched content.

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Dear Aarick,

The Syracuse University Libraries are excited to host the third annual Human Library event on Wednesday, April 6, from noon to 4 p.m. in Bird Library. A Human Library is an event that encourages people from different backgrounds to come together and learn from each other. During the event, participants can “borrow” human books—individuals who volunteer to share their stories and/or expertise—to engage in open dialogues about their book topics in a safe and supportive environment.

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222 Waverly Avenue, Syracuse NY 13244-2010
315-443-2083 | http://library.syr.edu
3. After you view your report, you can revise your paper and **resubmit** it by clicking on the "resubmit" button on the Assignment Inbox and Portfolio. (You can also use the "resubmit" button to submit new papers in the same assignment.) Please note that your original paper will be replaced, and there will be a delay before receiving your new originality report.

**Need Help?**

- **SU Libraries**: 443-4083 or [AskUs](#)
- **Turnitin at the Library Guide**
- **Turnitin Help Center**