For the following subjects:

ITC105 - Assignments 2 and 3
ITC218 - Assignments 3 and 5
ITC290 - no submission required
ITC295 - no submission required
ITC505 - Assignments 3 and 5

There is a requirement to submit your work to Turnitin to generate a report. You would have seen this in the marking rubric for each assignment. If you fail to submit, you will lose valuable marks.

Some parameters of Turnitin that you need to know.

1. The Turnitin system will not generate a report on the date due of the assignment. This is a feature of Turn It In, not a restricted set by the lecturer. [So we have set + few days in Turnitin.] The date set in Turnitin is for this purpose only. It is not an extended deadline for the assignment.

2. Submit by the cut-and-paste method. It's the easiest. Do not submit your Reference List.

3. Re-submissions may not be possible after the due date and time of the assignment. If you have received an extension, you may not be able to submit a report. In this case, please place on the last line: **Extension Granted to DD/MM/YYYY.** Your assignment will then be run through manually by the marker.

4. The first three submissions (tries), Turn It In will generate a Similarity Report straight away. After three attempts, a 24-hour wait is enforced for all subsequent re-submissions.
[The above parameters are hard-coded by Turnitin and are not a university or subject setting.] The mandate to use Turnitin is by university Academic Senate policy.

If you do not submit your final report (**or** provide a declaration such as this at the end of your journal assignment submission); you will lose the mark allocated for this

under the marking rubric. There is no need to attach the receipt.
The wording of the declaration should not be changed.

Declaration: This assignment has a Similarity Report score of x% by Turnitin.

The lecturer can view your actual submission and your score in Turnitin (that demo would have been done in one of your classes), so any error in the declaration would be deemed as an Academic Misconduct.

For new students, you have been asked to register for your Turnitin account early, the details about Class ID and enrolment key are found on the subject site.

The assignment in Turnitin is just for you to obtain the similarity score.
Your work in the journal is the one that is marked. Both submissions must be identical.

For some subjects only:

MP4 submissions (if used) need not be submitted to Turnitin. Only those who submit PPT (or PPTX) need to submit to Turnitin minus the Reference List on the last slide/s. For ITC218 and ITC505, follow instructions in your casebook.