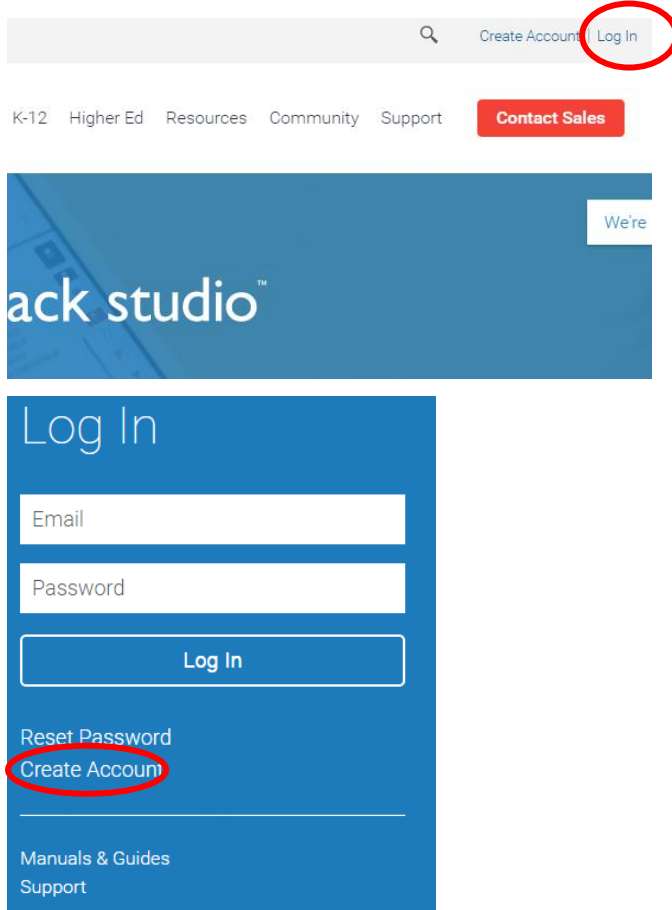


Tutorial *Upload* Tugas Kuliah via Turnitin

Oleh: Sutrisno

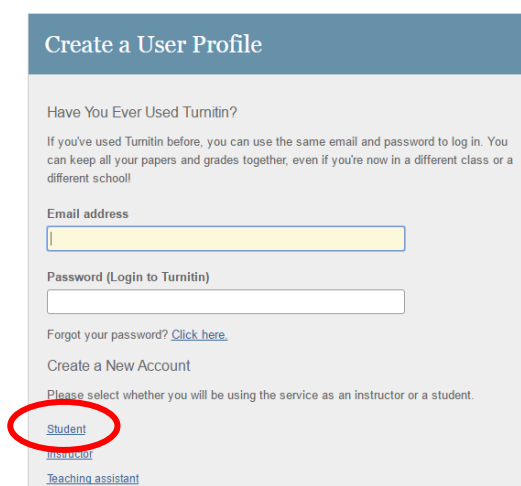
Berikut langkah-langkah meng-*upload* file tugas mata kuliah untuk mahasiswa melalui website turnitin. Jika anda belum memiliki akun turnitin, lakukan mulai dari langkah 1, namun jika anda sudah memiliki akun turnitin, anda dapat langsung menuju langkah 4.

1. Buka website www.turnitin.com → klik *log in* → klik *create account*



The screenshot shows the Turnitin website homepage. At the top right, there are links for 'Create Account' and 'Log In', with 'Log In' circled in red. Below the navigation bar, there is a 'Contact Sales' button. The main content area features a blue banner with the text 'ack studio™' and 'We're'. Below the banner is a 'Log In' section with input fields for 'Email' and 'Password', and a 'Log In' button. Below the 'Log In' button, there are links for 'Reset Password' and 'Create Account', with 'Create Account' circled in red. At the bottom, there are links for 'Manuals & Guides' and 'Support'.

2. Klik student



The screenshot shows the 'Create a User Profile' page. The page has a blue header with the text 'Create a User Profile'. Below the header, there is a section titled 'Have You Ever Used Turnitin?' with a paragraph of text. Below this, there are input fields for 'Email address' and 'Password (Login to Turnitin)'. Below the password field, there is a link for 'Forgot your password? Click here.'. Below this, there is a section titled 'Create a New Account' with a paragraph of text. Below this, there are three radio buttons: 'Student', 'Instructor', and 'Teaching assistant', with 'Student' circled in red.

3. Masukkan *Class ID* dan *enrollment password* yang didapatkan dari dosen pengampu serta isi formulir pendaftaran akun turnitin sebagai *student* secara lengkap meliputi nama depan, nama belakang, email, password untuk *log in*, dan pertanyaan keamanan untuk mereset *password log in* jika suatu saat nanti anda lupa *password*.

Create a New Student Account

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 password that you were given by your instructor.

Please note that the password 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 password

User Information

Your first name

Your last name

Display names as

- First name (Space) Last name (example: John Smith)
- Last name (Space) First name (example: Smith John)
- Last name(No space)First name (example: SmithJohn)

Email address

Confirm email address

Password and Security

Please keep in mind that your password is case sensitive (for example, paSS123 would be different than pass123), must be 6-12 characters long, and contain at least one letter and one number (for added security).

Enter your password

Confirm your password

Next, please enter a secret question and answer combination. You will be asked for this combination if you ever forget your password and need to reset it.

Secret question

Please select a secret question.

Question answer

User Agreement

Please read our user agreement below. Select "I agree" to complete your user profile.

Turnitin.com and its services (the "Site" or the "Services") are maintained by Turnitin, LLC ("Turnitin"), and offered to you, the user ("You" or "User"), conditioned upon Your acceptance of the terms, conditions, and notices contained herein without modification (the "User Agreement").

You should review this User Agreement carefully before accepting it.

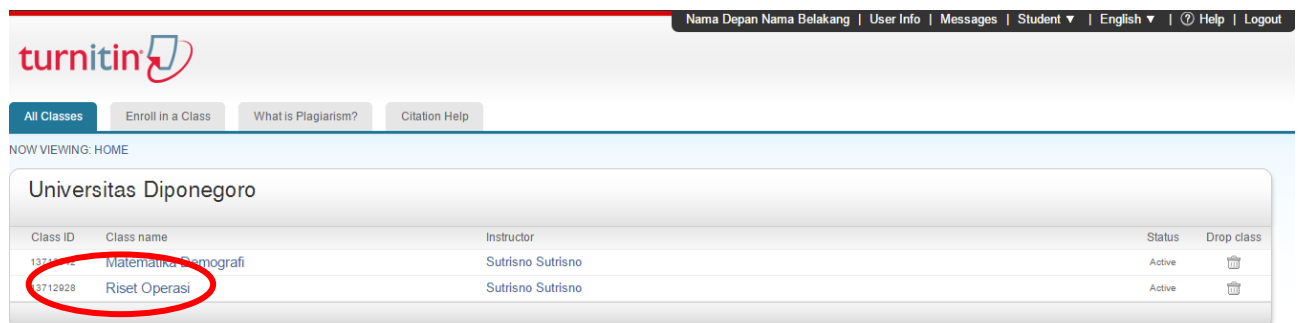
[I Agree -- Create Profile](#) | [Disagree -- Cancel Profile](#)

4. Lihat daftar mata kuliah pada halaman *All Classes*, jika sudah ada nama mata kuliah yang sesuai untuk mengunggah tugas, klik nama mata kuliah tersebut. Jika belum ada, anda dapat mendaftar ke kelas mata kuliah dengan masuk ke halaman *Enroll a Class*.

Cara mendaftar mata kuliah tertentu atau *Enroll a Class* : masukkan Class ID dan Enrollment password yang didapat dari dosen pengampu lalu klik *Submit*

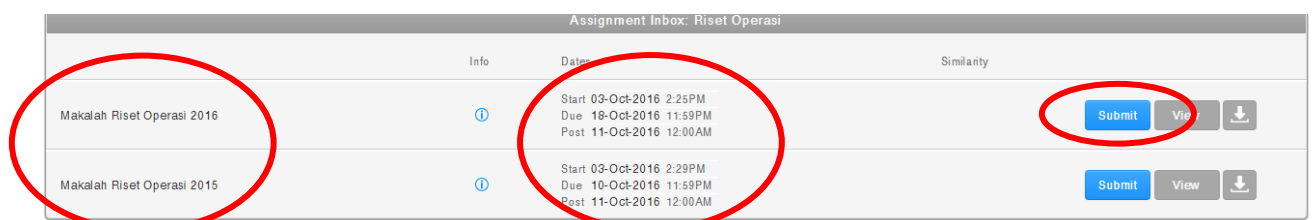


5. Untuk meng-upload file tugas, pilih mata kuliah yang sesuai. Misalkan anda akan meng-upload tugas mata kuliah Riset Operasi, Klik **Riset Operasi** (lihat gambar)



Class ID	Class name	Instructor	Status	Drop class
13710004	Matematika Demografi	Sutrisno Sutrisno	Active	
3712928	Riset Operasi	Sutrisno Sutrisno	Active	

6. Lihat daftar **nama tugas** yang sesuai, pastikan nama tugas dan tahun atau semester sesuai dengan tugas yang akan anda upload. Untuk mengupload file tugas, klik tombol *Submit*.



Info	Dates	Similarity
Makalah Riset Operasi 2016	Start 03-Oct-2016 2:25PM Due 18-Oct-2016 11:59PM Post 11-Oct-2016 12:00AM	
Makalah Riset Operasi 2015	Start 03-Oct-2016 2:29PM Due 10-Oct-2016 11:59PM Post 11-Oct-2016 12:00AM	

Pada kolom info, anda dapat membaca keterangan/ketentuan yang diberikan oleh dosen pengampu. Pada kolom *Dates* anda dapat membaca rentang tanggal unggah tugas yang diijinkan dan tanggal anda dapat melihat review komentar/review dari dosen pengampu jika dosen ybs mereview via online.

7. Pada pilihan *Submit*, pastikan anda pilih *Single File Upload*

The screenshot shows the Turnitin submission interface. At the top, there is a navigation bar with tabs for 'Class Portfolio', 'Peer Review', 'My Grades', 'Discussion', and 'Calendar'. Below this, the current page is identified as 'NOW VIEWING: HOME > RISET OPERASI'. The main content area is titled 'Submit: Single File Upload' with a progress indicator 'STEP 1/3'. The form includes fields for 'First name' (Nama Depan), 'Last name' (Nama Belakang), and 'Submission title' (Tugas Makalah Riset Operasi a.n. Sutrisno). A section titled 'Requirements for single file upload' lists the following: File must be less than 40 MB (read suggestions to meet requirements), Files must have at least 20 words of text, The maximum paper length is 400 pages, and File types allowed: Microsoft Word, Excel, PowerPoint, WordPerfect, PostScript, PDF, HTML, RTF, OpenOffice (ODT), Hangul (HWP), Google Docs, and plain text. Below the requirements, there are three options to choose the file: 'Choose from this computer', 'Choose from Dropbox', and 'Choose from Google Drive'. At the bottom, there are 'Upload' and 'Cancel' buttons.

Isikan judul submission, misalkan “Tugas Makalah Riset Operasi a.n. Sutrisno”, kemudian klik *Choose from this computer*” untuk menambahkan file tugas akan yang akan anda upload. Perhatikan persyaratan file yang diperbolehkan. Jika sudah memilih file yang akan di-*upload*, klik tombol *Upload*.

8. Tunggu sampai proses *upload* selesai, jika sudah, silahkan klik tombol *Confirm* untuk mengkonfirmasi file yang akan di-*upload*. Klik tombol *Return to Assignment List* untuk kembali ke halaman daftar tugas mata kuliah.
9. Jika upload berhasil, pada kolom *similarity*, anda dapat melihat sejauh mana persentase kesamaan konten file tugas yang anda upload dengan konten-konten di file tugas yang lain (pada kelas tersebut) dan juga tingkat kesamaan dengan konten-konten yang ada di internet (website, artikel, berita, dll). Tingkat *similarity* tersebut akan dijadikan acuan pengecekan plagiatisme.

turnitin

Sutrisno Sutrisno User info Messages Student English Help Logout


Class Portfolio Peer Review My Grades Discussion Calendar

NOW VIEWING: HOME > RISET OPERASI

Welcome to your new class homepage! From the class homepage you can see all your assignments for your class, view additional assignment information, submit your work, and access feedback for your papers. Hover on any item in the class homepage for more information.

Class Homepage

This is your class homepage. To submit to an assignment click on the "Submit" button to the right of the assignment name. If the Submit button is grayed out, no submissions can be made to the assignment. If resubmissions are allowed the submit button will read "Resubmit" after you make your first submission to the assignment. To view the paper you have submitted, click the "View" button. Once the assignment's post date has passed, you will also be able to view the feedback left on your paper by clicking the "View" button.

Assignment Inbox: Riset Operasi			
	Info	Dates	Similarity
Makalah Riset Operasi 2016	i	Start 03-Oct-2016 2:25PM Due 18-Oct-2016 11:59PM Post 11-Oct-2016 12:00AM	63%  Submit View Download
Makalah Riset Operasi 2015	i	Start 03-Oct-2016 2:29PM Due 10-Oct-2016 11:59PM Post 11-Oct-2016 12:00AM	Submit View Download

Nilai persentase *similarity* akan muncul beberapa menit setelah proses upload selesai (bergantung ukuran file), biasanya 5-10 menit untuk file dokumen 10-20 halaman. Jika sudah muncul, klik persentase *similarity* untuk melihat konten apa saja yang mirip dengan dokumen lain di internet.