**Turnitin Glossary (Academic Staff)**

**Administrator** - the controller of a specific Turnitin account. This user type is able to install and configure, activate or deactivate products on an account, change account settings, and add or remove lecturers from account access.

**Assignment** - submissions are made to a designated Turnitin assignment link within a Moodle course. A student can resubmit an assignment as many times as they require until the due date and time.

**Default submission type** - a user preference set by the lecturer to define which file submission method should be displayed by default for submissions to a Turnitin assignment in a Moodle course.

**Digital receipt** – an electronic confirmation of your assignment submission that includes your paper ID and other details about your submission.

**Download** - transmission of a file from Turnitin to the computer of the user selecting to download files. Some users may need to enable file download due to security considerations on the web browser or computer being used.

**Downtime** - a period of time during which Turnitin will not be available or have extremely limited availability to users.

**Due date** - the due date on a Turnitin assignment indicates the date and time of day at which an assignment is due. Only the lecturer can enable late submissions on an assignment in Moodle. The due date must come after the start date and before the post date during assignment creation. The due date and time may be changed by the lecturer at their discretion to meet the needs of a class.

**GradeBook** **(Turnitin)** - a component of GradeMark which allows lecturers to place grades on student submissions to Turnitin. Tracks and calculates grades for students across multiple assignments as well as providing statistics for assignments for the lecturer.

**GradeBook (Moodle)** - is where Moodle collects scores for graded items from the various parts of a Moodle course.

**GradeMark** - a digital grading product offered by Turnitin which allows lecturers to place comments and QuickMark editing marks on a submission for students to review. This product also includes standardised rubric scorecards and the ability to share QuickMark standard editing marks and rubric scorecards between lecturers on an account via export or via administrators using the libraries sharing feature of the GradeMark digital grading product.

**Lecturer** - the term used for teachers, tutors, or other student-assisting users added or authorised to join as lecturers on a specific Turnitin account. A single person may be joined to multiple Turnitin accounts or sub-accounts using one user profile or separate user profiles. Users may fill more than one user type role on Turnitin.

**Internet archive** - Turnitin’s web repository includes inactive or no longer available web pages and copies of pages that have changed over time. This allows Turnitin to search against information that is no longer available or which has changed over time.

**Moodle Direct** – the method used to integrate Moodle with Turnitin, that allows lecturers and students to utilise the Turnitin software without needing to login to Turnitin.

**OriginalityCheck** - compares student papers to Turnitin's content database to determine the percentage of unoriginal content in the paper. It allows lecturers and students to easily determine any problems in citation or referencing and assists lecturers in determining the originality of a submitted assignment.

**Originality Report** - a flexible document that allows students and lecturers to review matches between a submitted work and the repositories scanned by Turnitin. Citations, quotations, and bibliographic material are all scanned against Turnitin’s repositories to determine an overall similarity percentage as well as specific matches to similar text.

**Overall Similarity Index** - the overall similarity index is a percentage indicating the similarity of the text submitted to information contained in the Turnitin repositories used for comparison on the assignment the submission was made in. This percentage indicates a percentage based on the length of the paper compared to the length of the areas flagged as similar during the comparison. Each score is evaluated on its own merit.

**Paper** - a paper refers to the document or file submitted by a user to an assignment within a Moodle course.

**Paper ID** - the paper ID number is a unique identifier that can be used to refer to a specific paper. The paper ID number can be viewed by accessing the paper in the submission inbox for lecturers. The paper ID number is also available on the paper view page, Originality Report, and GradeMark digital assessment view of the submission.

**Plagiarism Prevention** - this product creates Originality Reports for submissions in assignments on Turnitin. The Originality Reports allow lecturers and students to easily determine any problems in citation or referencing and assists lecturers in determining the originality of a submitted work.

**Post date** - the post date of an assignment is set by the lecturer during the assignment creation. When the post date and time has passed, students will be able to view GradeMark and GradeBook information on their submissions in this assignment. The post date does not control Originality Reports. The post date must come after the start date and due date during assignment creation.

**Product** - a specific service, feature, or group of features offered by Turnitin as part of the purchase of a Turnitin license by an educational customer.

**QuickMark Comment** - standard editing or correction marks/comments provided by Turnitin which can be augmented by additional marks/comments created by a lecturer.

**Rubric Scorecard** - a scorecard which allows lecturers to easily grade students based on a scaled assessment of the submission meeting certain criteria set for an assignment. The rubric scorecard automatically totals a grade for the submission based on the boxes checked on the scorecard.

**Scale** - a series of descriptors by which a student’s submission is categorized on a rubric scorecard. Default scale entries are headed “Poor”, “Fair”, and “Good”. Scale headings are customized by lecturers creating or editing a rubric scorecard. Descriptions can be entered for lecturer guidance at every point where a criterion meets a scale. Eg: The description where the Grammar criterion intersects with the Good scale may indicate ‘Above average understanding of word usage.’

**Repository** - a set of information of a specific type or types. In the specific context of the Originality Report provided by Turnitin, repository is used to refer to the type of information the submission was evaluated against for direct matching or high levels of similarity. Available repositories include internet, archived internet, periodical/journal/publication information, and previous submissions.

**Resubmit** - the act of submitting a new assignment in place of an existing submitted assignment. Resubmission can only be done if the lecturer has set up an assignment to allow students to overwrite until the due date and time of the paper, or if the lecturer has manually deleted the student’s existing submission in the assignment inbox. This option can only be enabled by the lecturer.

**Start date** - a date and time selected by the lecturer when creating an assignment. The start date and time must pass before students are able to begin submitting to an assignment. Lecturers are not prevented from submitting before the start date. The start date for an assignment must be before the selected due date and post date during assignment creation. This may be updated only by the lecturer to meet the needs of a class.

**Student** - a user type able to enrol in courses created by a lecturer user. Student user profiles can only submit to assignments created by a lecturer in a course they are joined to or have been authorised to join.

**Submission** - a file or files uploaded by a student or lecturer user into a Turnitin assignment within a Moodle course. Only a single file per student user can be submitted to an assignment by a student user.

**Submission type** - Turnitin offers multiple submission types for students and lecturers. Students are able to submit a single file at a time by either single file upload or text submission.

**Upload** (file) - the act of submitting or sending a file into a specific Turnitin assignment within a Moodle course for use with the Turnitin products selected for that course.