**Instructions for Submission to Turn It In**

1. Go to the Turn it in website at: <https://www.turnitin.com>
2. Create an account
   1. Enter the class ID (provided by the instructor)
   2. Enter the enrollment key (provided by the instructor)
   3. Complete additional personal information as indicated on the page
3. Click on the “Class Name”
4. Click on the submit button for the appropriate assignment in the assignment inbox
5. On the submit page, you will need to use the drop-down menu next to “Submit” and be sure you select “Single File Upload”. Do not use the “cut and paste” option.
6. Enter the “Submission Title” and choose the file you want to upload
7. Hit “Upload”
8. Hit “Confirm” to upload your file
9. Hit return to assignment list and repeat as needed
10. Do not submit the same paper to turn it in twice even if it is your own
11. Be aware that running your paper through another plagiarism checking site does not mean that turnitin.com will produce the same result
12. Do not run your paper through Turnitin outside of this class assignment as that will result in a 100% plagiarism finding when you run it through the class assignment.