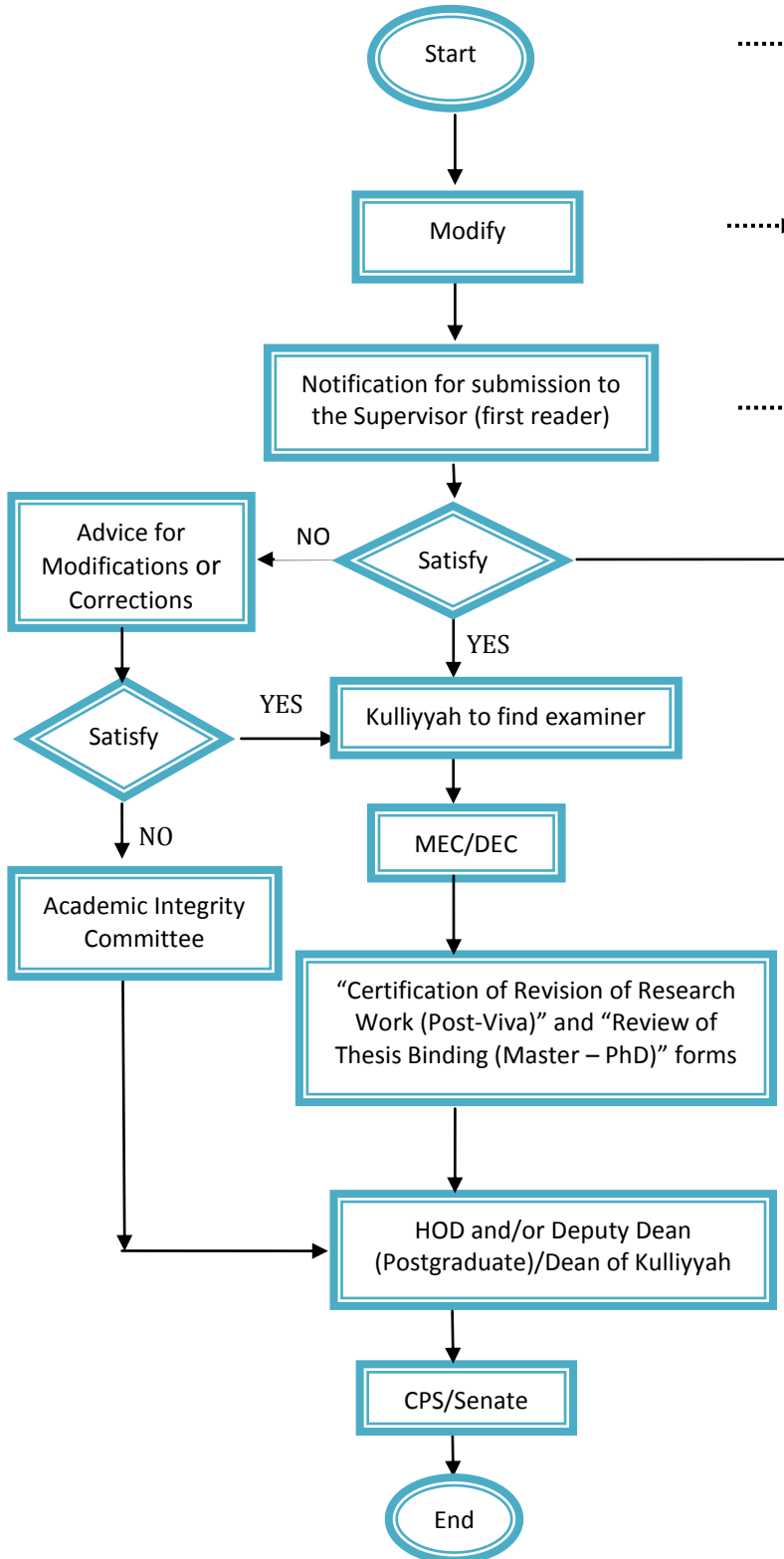


**TURNITIN PROCESS FLOW AND STANDARD  
OPERATING PROCEDURE**

**FLOW**

When student intends to submit his/her complete research at first...



**Procedure**

.....▶ Checking similarity report by the student

Modifications or corrections of research based on the similarity report.

.....▶ Submit the “Notification of Intention to Submit Research Work” form and the soft copy to the Supervisor. He should run the turnitin system again before he signs the form to CPS.

Turnitin report will display the percentage of similarities based on:  
Green : 1 -24% of Similarity  
Yellow : 25 – 49% of Similarity  
Orange : 50 - 74% of Similarity  
Red : 75 – 100% of Similarity

.....▶ Supervisor will sign and advice Kulliyah to find the Examiner only the report is satisfactory

**Important Notes to Supervisor:**

Indication of turitin report:

Green : Proceed to examiner/second reader  
Yellow : Pending (review with supervisor)  
Orange : Reject (re-submission)  
Red : Reject (failure)

Note: With this implementation, only the green indicator would allow the students to submit thesis for examiner evaluation, and thereafter students would be allowed to attend the viva-voce for both Master and PhD level.

The most vital thing to remember is that a high Similarity Index does not necessarily indicate a high evidence of plagiarism. Turnitin can only identify similarities between submitted work and other sources. It cannot classify those matches, nor judge whether they constitute plagiarism. That decision can only be made by Supervisor or Academic Integrity Committee, based on their knowledge and experiences.

Source: *Turnitin.com*