

Chamberlain College of Nursing
Graduate Curriculum Committee (Approved: 12.01.11)
Recommended Turnitin® Policy and Procedure

Purpose:

The purpose of this recommended Turnitin® policy is to facilitate the formative development of scholarly writing skills.

Overview:

Turnitin® is a web-based resource that Chamberlain College of Nursing makes available to students and faculty to comprehensively check written work to identify a similarity index for matching text with a database of existing written work, web pages, and electronic journals. Turnitin® assists students to identify potential plagiarism and supports the student toward academic integrity and originality in order to further develop their scholarly writing skills. Student assignments that are submitted to Turnitin® generate a Turnitin® Originality Report that students use to further edit their written work prior to submitting to faculty for feedback and evaluation.

Information about Turnitin® can be located in the ***Chamberlain School of Nursing Student Handbook***.

The link to Turnitin.com is placed in every online course under the “Course Home” tab, which is located at the bottom of the list.

Policy:

The subject matter expert (SME) for each core course will identify at least one assignment in each class that requires an originality report from Turnitin®. Faculty in all courses will further have the discretion to use Turnitin® for all specified class assignments during the course session.

Procedure:

- Students must be notified by the faculty member on the official syllabus at the beginning of the session about intended application of the *Turnitin® Policy*. The following information must be included in the syllabus referring to the *Turnitin® Policy*:
 - The purpose of the Turnitin® Policy and its intended course application.
 - The rights of the student not to submit personally identifiable information to Turnitin®, which include social security number, and/or Chamberlain student ID number.
- Students are to refer to the ***Chamberlain School of Nursing Student Handbook*** for instructions and further information about Turnitin®.
- To initiate use of Turnitin® for a particular assignment(s), the faculty member must create the Class ID and a password known only to the faculty member and students. This information must be posted under course announcements by faculty at least one week before the assignment is due.
 - Students must be advised to allow ample time prior to the assignment due date in order to receive the final similarity index from the time the final paper is submitted to Turnitin® until receipt of the final report that is due as a part of the assignment.
- Students are then responsible to set up their own account in Turnitin® before submitting the assignment to Turnitin®.

- Students must remove all references to student identification except student name before papers are submitted, which include social security number, and/or Chamberlain student ID number. After removing any identifiers, students submit their assignment to Turnitin® as per faculty guidelines stated in the syllabus:
 - The student submits a draft assignment to Turnitin® to receive feedback of their written work related to similarity areas and make the corrections. The student can resubmit the assignment to Turnitin® multiple times. This option provides students with the ability to locate the similarity and improve their level of scholarly writing before submitting the assignment to the faculty member.
 - Students submit the written assignment to Turnitin® and submit the final Turnitin® Originality Report (documenting best practice achievement of a final similarity index score within the green or better range) with the final assignment to the faculty member by the specified due date. Faculty will deduct 5% from the assignment grade if this report is not submitted with the assignment. Faculty also have the option of viewing each student's Originality Report within Turnitin®.
 - Students may request a meeting with their faculty to discuss their report results if needed prior to or following the submission deadline.

Implementation Plan:

1. The course subject matter expert (SME) should designate which assignment will be used, to standardize the expectations of the student and to avoid placing an extra burden on the instructor.
2. The student will have 5% of the assignment grade deducted if he or she does not submit the Turnitin report with the assignment. The SME will include the 5% deduction in the grading rubric for the assignment he or she chooses above in item #1.
3. The requirement that one assignment will be submitted to Turnitin in each course in occur in the core courses only.