

Info for CoE Faculty on iThenticate™ Pilot Through October 2019

What is iThenticate™?

iThenticate is an online application that allows faculty to evaluate their draft documents (e.g., grant proposals, research manuscripts, etc.) for risks of plagiarism, helping them prevent research and scholarship misconduct. UMOR and the Ann Arbor schools/colleges/institutes have purchased cost-shared license for this vendor-hosted plagiarism detection software.

Who will be provided with an iThenticate account?

The University of Michigan Office of Research (UMOR) criteria for users are:

- Active CoE appointments, with total FTE greater than or equal to (\geq) 0.50 FTE
- Job codes in these faculty tracks:
 - Clinical Professor, Clinical Associate Professor, Clinical Assistant Professor
 - Professor, Associate Professor, Assistant Professor (tenure and non-tenure)
 - Research Scientist, Assistant Research Scientist, Associate Research Scientist, Research Professor, Research Associate Professor, Research Assistant Professor, Research Investigator
 - Librarian, Assistant Librarian, Senior Associate Librarian, Associate Librarian (University Library only)
- Emeriti, students, trainees, and staff **will not** receive accounts

When will my account be available?

College of Engineering faculty accounts will be loaded beginning April 13, 2017. You will be sent an automated email as soon as your account is loaded.

How do I access iThenticate?

- UMOR will automatically create accounts for CoE research and tenure-track faculty with active appointments that are greater than or equal to (\geq) 0.50 FTE
- Upon account creation, an automated email will be sent to you, notifying you of the iThenticate account availability and providing login instructions.
- You can then log into iThenticate using your UMICH email address (e.g., uniquename@umich.edu). A link to the [iThenticate login page](http://research-compliance.umich.edu/research-integrity/plagiarism-detection) can be found at: <http://research-compliance.umich.edu/research-integrity/plagiarism-detection>.

Who can see my uploads and any documents created through iThenticate?

Your iThenticate password (that you create when you initially sign in to iThenticate), your account folders, and any documents you upload to your folders are your own. No one else can see or access your password-protected documents. iThenticate images uploads for the plagiarism check against their databases. The image is stored in your (account holder's) folder, not on any of their databases. As the account holder, you retain full possession of the documents that you upload. You can delete your documents and folders at any time.

What is U-M's support model for iThenticate?

Except for account creation, U-M is adopting a self-service model for iThenticate use. The faculty member:

- Accesses training modules and help information (e.g., FAQs) on the iThenticate web site
- Creates and maintains their own folders
- Submits their documents for plagiarism check
- Interprets results themselves acknowledging that iThenticate not infallible (i.e., limited access to rare books, etc.)
- Cannot view the folders or the results of others

To provide basic information and links to iThenticate, UMOR provides a [Plagiarism Detection web page](#).

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Does iThenticate store the documents I upload in its databases?

No. Per the iThenticate FAQ: “iThenticate does not add your manuscript to ANY databases. Unlike many free plagiarism checker services, iThenticate does not store, share or resell uploaded files.”

As the account holder, you upload documents to your personally-created folders. Only you have access to your folders and the documents within them. You choose how to manage the documents in your folders. iThenticate does not add documents uploaded to your folders to any comparison database.

Where can I find job aids on how to use iThenticate?

iThenticate provides the following on their website:

- [Quick Start Guide](#) (link to download)
- [User Manual](#)

Is there training to learn how to use iThenticate?

Yes, iThenticate offers webinars, user manuals, and short videos that demonstrate how to use the software, set up folders, interpret results, and more. For links to these resources, see: <http://research-compliance.umich.edu/research-integrity/plagiarism-detection>.

Can students use iThenticate?

Students will not be granted an account under the U-M iThenticate license.

As U-M faculty, can I check my students' work using iThenticate?

Yes. As a faculty member, you choose what to upload into iThenticate to check for risks of plagiarism. While the U-M iThenticate license is intended to be used to check your own draft research publications/submissions, U-M will not limit your use of iThenticate for broader academic/research purposes.

Note: Students will not have an iThenticate account via the U-M license. While you can check their work using your account, do not share your account login and password with anyone else. Any review of the results with the student should be conducted off-line of iThenticate.

Who can I contact if I have questions?

For technical and general help in using iThenticate, email iThenticate at ithsupport@ithenticate.com, or, if you are logged into the application, click the Help button.

For U-M account questions, contact orcr.umor@umich.edu.

If you have general questions, the College contact is Elizabeth Wagner (elwa@umich.edu, 734.647.7007)