

## Submitting the ESA through Turnitin – A process map for research students and their supervisors

From the very start of the PhD, there should be early discussions between student and supervisor about research integrity and plagiarism awareness.



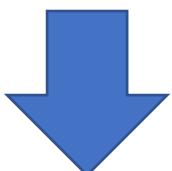
At an appropriate point, but before the ESA, student completes mandatory [online training in plagiarism awareness](#). The content of this course can be referred back to at any point by the student, by way of refresher, and remains a source of information and guidance for students to access.



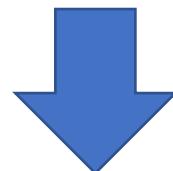
At an appropriate time, determined by the student and supervisor, but prior to the ESA, the ESA is submitted to Turnitin. This will be through the department's Blackboard Thesis submission centre. Department also enrolls supervisor and internal ESA assessor onto the blackboard ESA submission centre. Supervisor, student & internal assessor are all able to access the Turnitin similarity report. Students and supervisors should follow local departmental arrangements for this process.



Supervisor reviews similarity report and determines which of the following outcomes apply:



Option A: no issues, student informed.



Option B: student needs further support and guidance to ensure ESA is original work.



Student submits ESA through MYImperial.



ESA assessment takes place.



As the student progresses their research and their thesis, there can be opportunities for the student to submit chapters through Turnitin, if desired.

Supervisor provides support and guidance on matters of research integrity. Student is also able to access content of [online plagiarism awareness](#) course at any time, by way of refresher. The Library also has a [dedicated website](#) which provides information on such matters.



For the ESA, the expectation is that the ESA should not be passed until the ESA has been revised and assessed as compliant with the College's regulations on avoiding plagiarism, after having been re-tested through Turnitin, and this would normally be regarded as a matter of learning.



After initial concerns addressed, student re-submits ESA through Turnitin. Option A can then be followed.