



Introducing Turnitin Draft Coach

Turnitin Draft Coach gives you access to **Turnitin Similarity Reports**, **Citations Reports**, and **Grammar Guide** right where you do your work — directly in Microsoft Word on the web.

This means that you can draft your work in Word on the web and then use the information in **Turnitin Draft Coach** to help you improve your writing prior to submitting a final copy to your teacher.

The **Turnitin Draft Coach add-in** is meant to help you navigate the issues of similarity, plagiarism, and grammar as you write and revise your assignments.



Accessing Turnitin Draft Coach

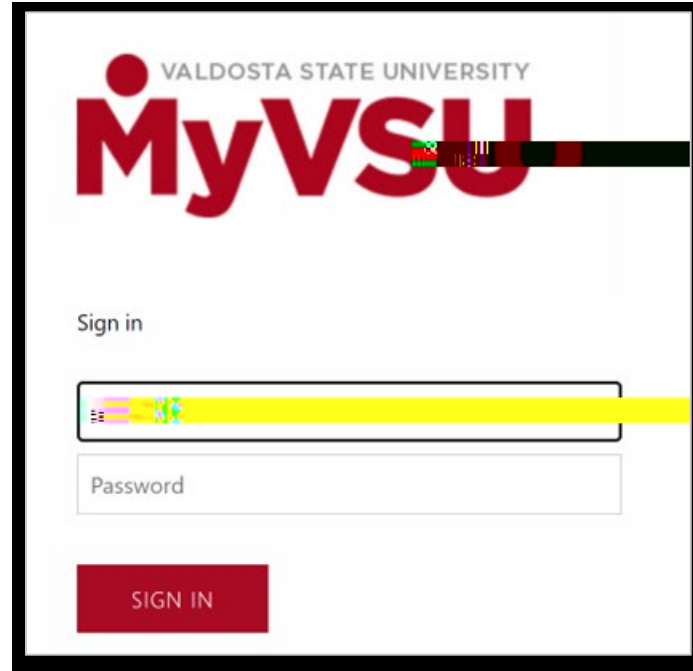
The Turnitin Draft Coach add-in is available to use with any of your Word on the web docs from the Turnitin tab in the Word ribbon.

You must be using Word in Microsoft 365 through the MyVSU page in order to access Draft Coach. The add-in will not be available on other versions of Word.

Accessing Word in Microsoft 365

1

To sign in to MyVSU, enter your VSU email address and password and click the **Sign In** button.

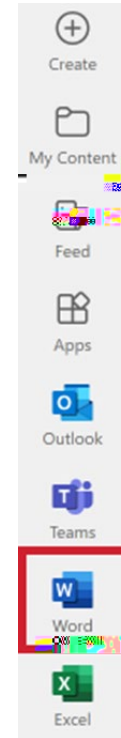


The screenshot shows the MyVSU sign-in interface. At the top, it displays the Valdosta State University logo and the text "VALDOSTA STATE UNIVERSITY". Below this is the "MyVSU" logo in large red letters. Underneath the logo is the text "Sign in". There are two input fields: the first is for the email address, and the second is labeled "Password". A red "SIGN IN" button is located at the bottom of the form. A yellow highlight is present over the email input field, and a black horizontal bar is positioned over the "MyVSU" logo.

Accessing Word in Microsoft 365

3

Select Word from the Microsoft 365 Apps navigation bar.



Using Turnitin Draft Coach

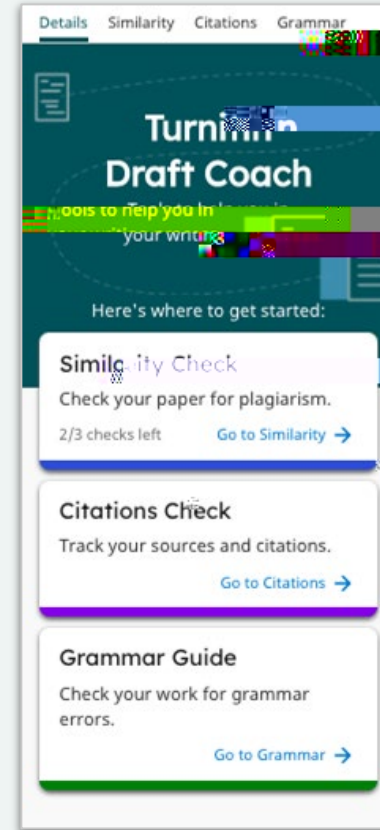
1

Open your assignment in Word on the web, draft as you normally would, and then click on the Turnitin tab and then Draft Coach.

Using Turnitin Draft Coach

2

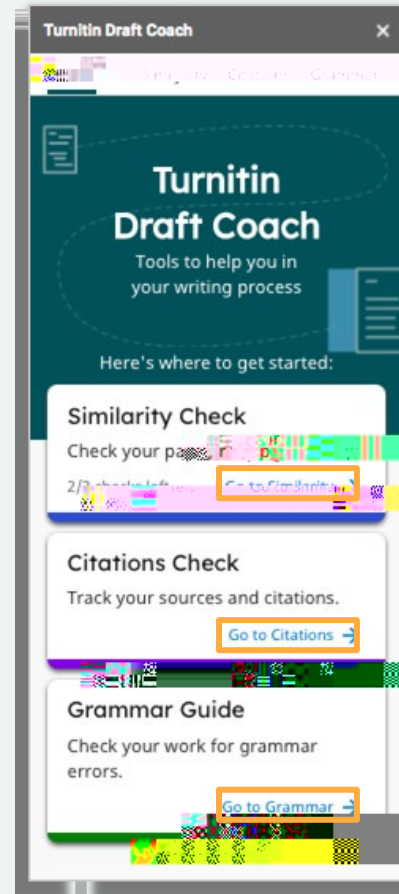
This will bring up the Turnitin Draft Coach panel at the right side of your screen. Here you will be able to identify issues with **similarity**, **citations**, and **grammar** while you draft. Follow Draft Coach's guidance before you submit your work to your instructor.



Using Turnitin Draft Coach

3

To run a Similarity Check or a Citations Check, click on either **Go to Similarity**, **Go to Citations**, or **Go to Grammar** and then follow the prompts accordingly.





Using the Similarity Check

Use the information in your Similarity Checks to inform changes that you should make in your assignment.

Consider the following when viewing your Similarity Check results:

Only the most significant quotes from source material should be included in your writing.

Summarizations, paraphrases, or explanations in your own words can be used instead of directly quoting from a source.



Similarity Check Helpful Hints

As you draft your assignment in Word Docs, **you will have three opportunities to check your similarity** against Turnitin's databases and the internet. Use those three checks strategically.

Using Grammar Guide

Use the information in Grammar Guide to inform changes that you should make in your assignment.

Consider the following when viewing your Grammar Guide results:

Grammar Guide provides in-depth instructions to help you make your own edits. It does not automatically correct mistakes for you since the goal is for you to **review, reflect, and apply the detailed feedback**. This approach leads to better understanding and mastery of grammar concepts.

Grammar Guide identifies **issues in grammar, mechanics, usage, and structure**. It does not check spelling since Word already covers this.

For very **long documents with more than 100,000 characters**, consider splitting your draft into separate documents to get feedback from Grammar Guide (which reviews only the first 100,000 characters of a document).

Grammar Guide Helpful Hints

As you draft your assignment in Word, **you will have unlimited opportunities to use Grammar Guide.**

Follow the links within Draft Coach (for example, “How should I use these checks?” and “What should I do with these results?”) to help you determine the best way to use your checks and interact with your results.

Consider fixing all of the issues within the same category before moving on to another category. Since issues in the same category all have the same core mistake, fixing the first issue will most likely make it easier to fix the remaining issues in the same category.

Read the feedback for each rule carefully. The feedback and accompanying examples will help you determine concrete ways to make effective revisions to your writing.

If you have questions about your Grammar Guide results, consult with your instructor.

Need more help?