

# **URKUND: Faculty / Receiver registration process**

For the faculty of NITK Surathkal

**(For Internal Circulation Only)**

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# Getting Started...

- Faculties are requested to send a mail to [library@nitk.edu.in](mailto:library@nitk.edu.in) to create a Faculty (Receiver) account on Urkund (Plagiarism Detection Software) provided by INFLIBNET (MHRD).
- Once the Central Library, NITK receives the request mail, library will register you email as Faculty (Receiver) account on Urkund and requester will receive an invitation mail from [noreply@urkund.se](mailto:noreply@urkund.se) with an invitation mail.
- *Kindly note that only email IDs with "@nitk.edu.in" or "@nitk.ac.in" domains will be registered.*

# Faculty (Receiver) registration process

The screenshot displays a Gmail inbox interface. The browser's address bar shows the URL `mail.google.com/mail/u/4/#inbox`. The Gmail header includes the search bar and navigation icons. On the left sidebar, the 'Inbox' is selected, showing 6 items. The main content area lists several emails. The email in focus is from 'noreply' with the subject '[URKUND] Account creation invitation - Hello! You have received this e-mail because y...'. It is dated '12:01 PM'. Below the subject, the email content is partially visible, starting with 'Thesis for Plagiarism Check - Dear Scholar, Please find the attached Similarity Report f...'. A blue arrow points to the email's subject line. Below this, another email from 'noreply' with the same subject is visible, dated '12:01 PM'. The taskbar at the bottom shows the system clock as 12:00 on 25-07-2020.

# Faculty (Receiver) registration process

The screenshot shows a Gmail interface with an email titled "[URKUND] Account creation invitation" from noreply@urkund.se. The email content includes a greeting, an explanation of the invitation, and a highlighted activation link: <https://secure.urkund.com/account/signup/invite?token=sX2hTW8KzEXXmAjlpXgA6QN8vJyQhAm2wWqZCBrPhHU%3D>. A blue callout box points to the email title, and another blue callout box points to the link, stating it is valid for 96 hours. The Windows taskbar at the bottom shows the date as 25-07-2020 and the time as 12:09.

[URKUND] Account creation invitation

Account Activation Link  
(Valid only for 96 hours)

# Faculty (Receiver) registration process

The screenshot shows a web browser window with the URL `secure.urkund.com/account/signup/invite?token=sX2hTW8KzEXXmAjIpXgA6QN8vjyQhAm2wWqZCBrPhHU%3D`. The page title is "Account invitation".

**Account invitation**

— User information —

Email:

Name:  → **Enter your name**

Username:

Password:  → **Enter the password**

The password **must** meet the following requirements.

- At least 10 characters long.
- Contain at least one uppercase and one lowercase letter and at least one number (0-9).

Strong passwords **should** not contain names or other common dictionary words.

Repeat Password:  → **Re-enter the password**

Language:

Terms of Service:  I accept URKUND's [Terms of service](#) → **Check the box**

— Analysis Address —

.nitka@analysis.urkund.com

→ **Click on create**

The Windows taskbar at the bottom shows the search bar with "Type here to search", several application icons, and system tray icons including the date and time "12:24 25-07-2020".

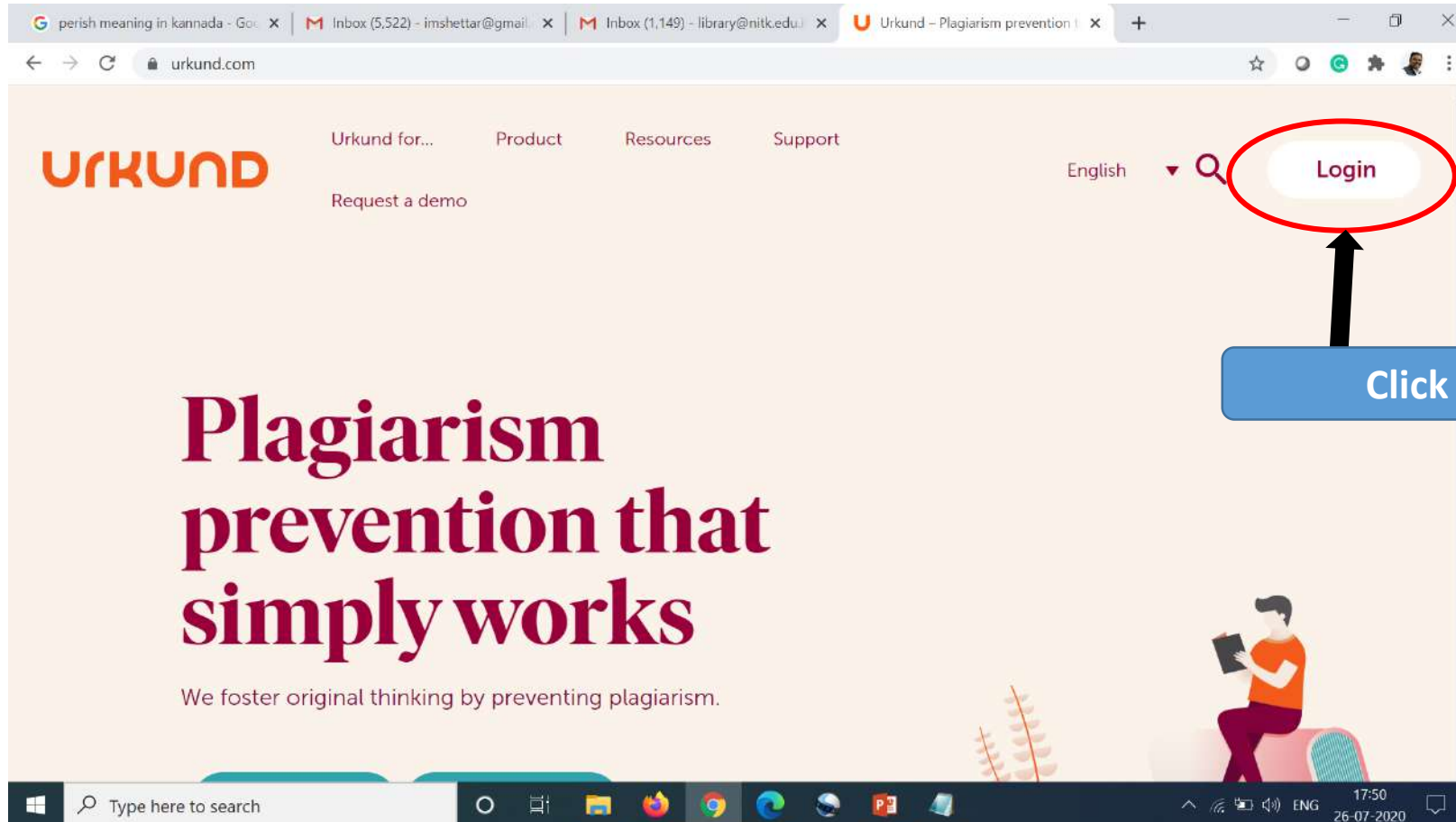
# Faculty (Receiver) registration process

The screenshot shows a web browser window with the following details:

- Browser tabs: Inbox (1,147) - library@nitl, Inbox (1,200) - shettar@nitl, [URKUND] Account creation, Registration complete - UR, Knimbus - Your eLibrary. Yo
- Address bar: secure.orkund.com/account/signup/signupcomplete
- Page header: URKUND logo, Language: English (US)
- Main content: **Registration complete**  
You have now completed the registration process and a URKUND account has been configured for you.  
Proceed to your account
- Right side: [Get started](#)  
For technical and user support: support@orkund.se +46 (0)8 738 52 10

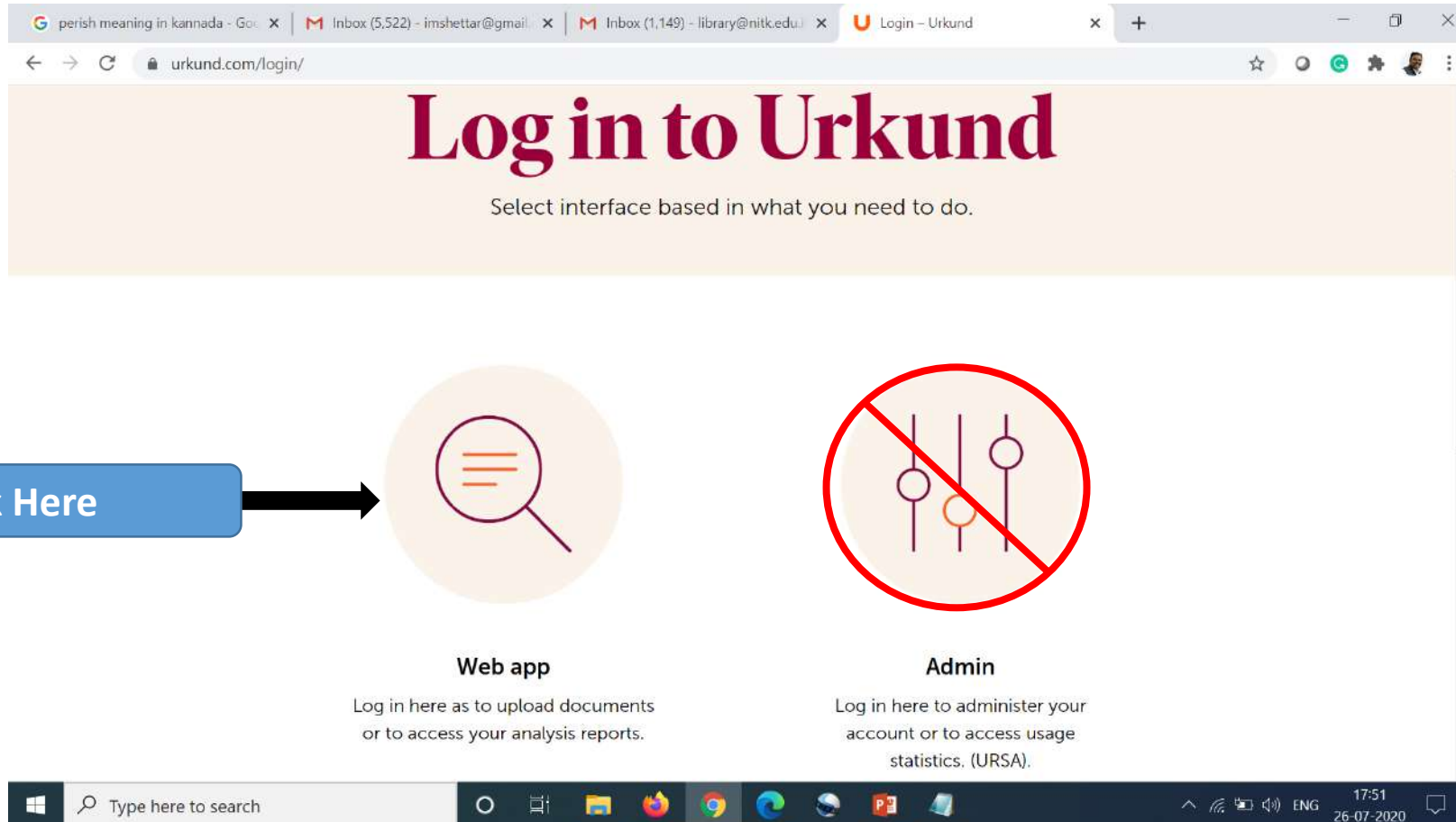
The Windows taskbar at the bottom shows the search bar with 'Type here to search', several application icons (File Explorer, Firefox, Chrome, Edge, etc.), and system tray icons including the date and time: 12:25, 25-07-2020.

Login to Urkund: <https://www.orkund.com/>



The image shows a screenshot of a web browser displaying the Urkund website. The browser's address bar shows the URL <https://www.orkund.com/>. The website's header includes the Urkund logo, navigation links for 'Urkund for...', 'Product', 'Resources', and 'Support', and a language selector set to 'English'. A 'Login' button is highlighted with a red circle, and a blue callout box with the text 'Click Here' and an arrow points to it. The main content area features the headline 'Plagiarism prevention that simply works' and the tagline 'We foster original thinking by preventing plagiarism.' The Windows taskbar at the bottom shows the search bar and various application icons.

# Login to Urkund



The screenshot shows a web browser window with the URL `urkund.com/login/`. The page title is "Log in to Urkund" and the subtitle is "Select interface based in what you need to do." Below the title, there are two options: "Web app" and "Admin". The "Web app" option is highlighted with a blue button labeled "Click Here" and an arrow pointing to it. The "Admin" option is circled in red with a diagonal slash through it, indicating it is not to be selected. The Windows taskbar is visible at the bottom of the screen.

perish meaning in kannada - Go... x | M Inbox (5,522) - imshettar@gmail... x | M Inbox (1,149) - library@nitk.edu... x | U Login - Urkund x +

urkund.com/login/

## Log in to Urkund

Select interface based in what you need to do.

**Click Here** →

**Web app**  
Log in here as to upload documents or to access your analysis reports.

**Admin**  
Log in here to administer your account or to access usage statistics. (URSA).

Type here to search | 17:51 26-07-2020



# Login to Urkund

The screenshot shows the login page of the Urkund website. The browser's address bar displays the URL `secure.orkund.com/account/Auth/Login?ReturnUrl=%2faccount%2f`. The page features the Urkund logo and a language dropdown menu set to English (US). The main heading is "Login". Below it, there is a sub-heading "URKUND Account / Document upload account". The login form includes a "Username or Email" field containing `plagiarism.check@nitk.edu`, a "Password" field with masked characters, and an "Organization" dropdown menu with the text "Select your organization". A "Login" button is positioned below the password field, and a "Login using Single sign-on" button is to the right. A note above the SSO button reads "If your organisation use single sign on, please click the button below to login." Below the login buttons, there are links for "Have you forgotten your password?", "Create account for document upload (STUDENTS)", and "Create account for document upload (STUDENTS)". Two blue callout boxes with black arrows point to the email and password fields, containing the text "Enter your email ID" and "Enter the password" respectively. The Windows taskbar at the bottom shows the search bar, task view, and various application icons, with the system tray displaying the time as 13:11 on 25-07-2020.

URKUND

Language English (US)

## Login

URKUND Account / Document upload account

Username or Email

Password

Organization

If your organisation use single sign on, please click the button below to login.

[Have you forgotten your password?](#)

[Create account for document upload \(STUDENTS\)](#)

[Create account for document upload \(STUDENTS\)](#)

Type here to search

13:11  
25-07-2020

# Document Submission

The screenshot shows a web browser window with the URL `secure.urkund.com/account/#571422/0/0`. The page header includes the URKUND logo, a help icon, an "Upload documents" button, and a "NITK Plagiarism Check" dropdown menu. The main content area displays "Analysis Address: [plagiarism.check.nitka@analysis.urkund.com](mailto:plagiarism.check.nitka@analysis.urkund.com)". Below this, a file explorer interface shows an empty folder with the text "The folder is empty." Two red circles highlight the "Upload documents" button and the analysis address. A blue box with the text "Analysis address to attached to your account" has an arrow pointing to the address. Another blue box with the text "Upload documents" has an arrow pointing to the button. The Windows taskbar at the bottom shows the time as 13:11 on 25-07-2020.

Analysis address to attached to your account

Upload documents

# Document Submission

The screenshot shows the URKUND 'Submit Documents' page. The browser address bar is 'secure.urkund.com/account/upload'. The page title is 'URKUND' and the navigation bar includes 'Help', 'Upload documents', and 'NITK Plagiarism Check'. The main heading is 'Submit Documents' with an upload icon. Below the heading, instructions state: 'Enter the analysis address you want to submit documents to, then choose the documents you want to submit and finally hit Submit. You should get a confirmation by email for each submitted document.'

The 'Receiver' section contains a dropdown menu with the text 'Select analysis address or enter below'. A blue callout box with the text 'Select you analysis address' has an arrow pointing to this dropdown. Below the dropdown are three text input fields labeled 'Analysis Address', 'Subject', and 'Message'. A blue callout box with the text 'You can also enter analysis address here' has an arrow pointing to the 'Message' field.

The 'Documents' section lists 'Valid file extensions: doc skw tif tiff pdf txt rtf html htm wps xls ppt odt docx pptx odp ods pages xlsx ps hwp zip zip' and includes a 'Remove all' button.

The Windows taskbar at the bottom shows the search bar, task view, and various application icons. The system tray on the right shows the time '13:12' and date '25-07-2020'.

# Document Submission

Tick box appear if correct analysis address entered

Subject/ Title

Message

Attach files here

The screenshot shows a web browser window at the URL `secure.urkund.com/account/upload`. The form is divided into three main sections:

- Receiver:** A dropdown menu is set to `plagiarism.check.nitka@analysis.urkund.com`. Below it, a checked checkbox is labeled "NITK Plagiarism Check, National Institute Of Technology, Karnataka (plagiarism.check.nitka@analysis.urkund.com)".
- Subject/ Title:** A text input field contains "Title- 1".
- Message:** A larger text area contains "Thesis, Article, Conference Paper...".

Below the message field, there is a section for documents:

- Documents:** A list of "Valid file extensions" including `doc sxdw tif tiff pdf bxt rtf html htm wps xls ppt odt docx pptx odp ods pages xlsx ps hwp zip zip`. Below this is a "Remove all" button and a large dashed box with the text "Drop files here or click".

At the bottom of the form are "Submit" and "Cancel" buttons. The Windows taskbar at the bottom shows the time as 13:13 on 25-07-2020.

# Document Submission

Enter the analysis address you want to submit documents to, then choose the documents you want to submit and finally hit Submit.  
You should get a confirmation by email for each submitted document

Receiver: plagiarism.check.nitka@analysis.urkund.com

Analysis Address: ✓ NITK Plagiarism Check, National Institute Of Technology, Karnataka (plagiarism.check.nitka@analysis.urkund.com) [Edit]

Subject: DigiTAL-2019- Paper No. 33

Message: Conference Paper

Documents

Valid file extensions: doc sww tif tiff pdf txt rtf html htm wps xls ppt odt docx pptx odp ods pages xlsx ps hwp zip zip

[Remove all]

	Paper 33_Grammarly.doc	90112 bytes	application/msword	[Remove]
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Drop files here or click

[Submit] [Cancel]

Windows taskbar: Type here to search, 13:40, 25-07-2020

Once document attached properly, Submit button turns to Orange, Click Here

# Document Submission

The screenshot displays the 'Submit Documents - URKUND' web interface. The browser address bar shows 'secure.urkund.com/account/upload'. The page contains a form for document submission with the following details:

- Receiver: plagiarism.check.nitka@analysis.urkund.com
- Analysis Address: NITK Plagiarism Check, National Institute Of Technology, Karnataka (plagiarism.check.nitka@analysis.urkund.com)
- Subject: DigiTAL-2019- Paper No. 33
- Message: Conference Paper

A 'Sending...' dialog box is overlaid on the form, showing a green progress bar and the text 'Document sent' with an 'OK' button. A blue callout box with the text 'Click OK' has an arrow pointing to the 'OK' button in the dialog box.

Below the form, there is a 'Documents' section with a 'Remove all' button and a list of files. One file is listed: 'Paper\_33\_Grammarly.doc' (90112 bytes, application/msword). Below the list is a 'Drop files here or click' area and a 'Submit' button.

The Windows taskbar at the bottom shows the search bar, task view, and several application icons. The system tray on the right shows the time as 13:41 and the date as 25-07-2020.

# eMail Confirmation of receipt

The screenshot shows a Gmail interface with a browser window. The browser tabs include "Search results - library@nitk.edu", "Search results - shettar@nitk.edu", "[URKUND] Confirmation of receipt", and "Submit Documents - URKUND". The address bar shows the Gmail URL. The Gmail header includes the search bar and navigation icons. The left sidebar shows folders like "Compose", "Inbox", "Starred", "Snoozed", "Sent", "Drafts", and "Completed Reports". The main content area displays an email from "noreply@urkund.se" with the subject "[URKUND] Confirmation of receipt - Paper 33\_Grammarly.doc". The email body contains the following text:

URKUND has received the document - Paper 33\_Grammarly.doc - 7/25/2020 10:12:00 AM. It was sent from [plagiarism.check@nitk.edu.in](mailto:plagiarism.check@nitk.edu.in) to [plagiarism.check.nitka@analysis.urkund.com](mailto:plagiarism.check.nitka@analysis.urkund.com). The document has been allocated a reference ID - D77129761.

Please fill in your name so that we can link your name to your e-mail address.

<https://secure.urkund.com/account/account/submitter/14689568-285467-676449>

At no point are any documents in URKUND's archive/repository browsable, nor are they sorted and they cannot be accessed through Google or any other search engine. Your university/school will have chosen a default setting; clicking the link below will take you to a page where you can change this setting. If you have questions about this, please contact your university or school.

<https://secure.urkund.com/account/document/exemptionstatus/77129761-511787-735375>

Exempted: Documents which are marked "exempted" will not have their content disclosed to other universities/schools if there is a match within the document.

Unexempted: These documents will have their content shown to other users if the other users have a match in the document.

The Windows taskbar at the bottom shows the search bar, task icons, and system tray with the time 13:41 and date 25-07-2020.

The image shows a screenshot of the URKUND web interface. The browser address bar displays `secure.orkund.com/account/#571422/0/0`. The page header includes the URKUND logo and the text "ITK Plagiarism C". Below the header, the "Analysis Address" is `plagiarism.check.nitka@analysis.orkund.com`. The main content area shows a file entry with the following details:

- Document Number: `D77129761` (highlighted in red)
- File name: `Paper33_Grammarly.doc`
- Document Subject: `DigitTAL-2019- Paper No. 3`
- File Size & Number of Words: `88 KB 2467 word(s)` (highlighted in red)
- Submission Date & Time: `7/25/2020 10:12 AM`
- Submitter mail ID: `plagiarism.check@nitk.edu.in`

Five blue callout boxes with black arrows point to these specific elements:

- Document Number** points to `D77129761`.
- File name** points to `Paper33_Grammarly.doc`.
- Document Subject** points to `DigitTAL-2019- Paper No. 3`.
- File Size & Number of Words** points to `88 KB 2467 word(s)`.
- Submitter mail ID** points to `plagiarism.check@nitk.edu.in`.

The Windows taskbar at the bottom shows the search bar with "Type here to search", the system tray with icons for network, volume, and language (ENG), and the date and time "13:41 25-07-2020".



# Similarity Analysis through email

The screenshot shows a Gmail inbox with an email titled "[Urkund] 12% similarity - plagiarism.check@nitk.edu.in". The email content includes:

- Document sent by: [plagiarism.check@nitk.edu.in](mailto:plagiarism.check@nitk.edu.in)
- Document received: 7/25/2020 10:12:00 AM
- Report generated: 7/25/2020 10:14:08 AM by Urkund's system for automatic control.
- Student message: Conference Paper
- Document: Paper33\_Grammarly.doc [D77129761]
- About 12% of this document consists of text similar to text found in 175 sources. The largest marking is 29 words long and is 85% similar to its primary source.
- PLEASE NOTE that the above figures do not automatically mean that there is plagiarism in the document. There may be good reasons as to why parts of a text also appear in other sources. For a reasonable suspicion of academic dishonesty to present itself, the analysis, possibly found sources and the original document need to be examined closely.
- Click here to open the analysis: <https://secure.urkund.com/view/74020843-446578-204006>
- Click here to download the document: <https://secure.urkund.com/archive/download/77129761-511787-735375>

A red box highlights the link to open the analysis, and a blue callout box with the text "Click here for Analysis Report" points to it.

# Similarity Analysis on portal

The screenshot displays the URKUND web interface. At the top, the browser address bar shows the URL `secure.orkund.com/account/#571422/0/0`. The page header includes the URKUND logo and navigation links for 'Help', 'Upload documents', and 'NITK Plagiarism Check'. Below the header, the 'Analysis Address' is set to `plagiarism.check.nitka@analysis.orkund.com`. A file explorer view shows a single file: '7129761 Paper 33\_Grammarly.doc' with a similarity score of 13%. A blue callout box with a white arrow points to the '13%' value, with the text 'Percentage Similarity, Click here for Similarity Analysis'. The bottom of the image shows the Windows taskbar with the search bar and system tray.

Percentage Similarity, Click here for Similarity Analysis

# Similarity Analysis Report

The screenshot shows the Urkund web interface for a similarity analysis report. The browser address bar displays `secure.urkund.com/view/74020843-445578-204006#`. The page title is "ANALYSIS OVERVIEW". In the top right corner, there are icons for refresh, download (highlighted with a red box and an arrow), and help. Below the header, a message states "5 PAGES OUT OF 5 TOTAL CONTAIN FINDINGS". A "Document Overview Bar" (indicated by a blue callout box) contains five document thumbnails numbered 1 to 5, which are also enclosed in a red box. Below this bar, the "FINDINGS" section shows "15 MATCHING TEXT" (High similarity of content) and "0 WARNINGS" (Unusual use of characters). The "SIMILARITY" section contains two bar charts. The "SUBMISSION DETAILS" section lists the submitter as "plagiarism.check@nitk.edu.in" and the file as "Paper 33\_Grammarly.doc". The Windows taskbar at the bottom shows the time as 13:51 on 25-07-2020.

Document  
Overview Bar

Similarity  
Finding

Click here to download  
Similarity Report in PDF format

**For queries, please mail us at**

**[library@nitk.edu.in](mailto:library@nitk.edu.in)**