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Guidance on interpreting the static TII similarity report

This note is for any examiner who is reviewing a **static** similarity report. It should be read with the 'Plagiarism issues in Theses" guidance note and "Interpreting your online Turnitin similarity report".

1. The online functionality provided by Turnitin to interact with the settings of the similarity report is not available within the static report.

2. The 'Interpreting a TII similarity report' guidance can be applied to the static report to help understand the features of the full report, and where potential matches may or may not require more investigation. However, in the static report you will not be able to apply any of the filters or setting changes described the guidance.
    a. The potential matches will be listed and colour-coded at the end of the report, you will need to navigate to the corresponding colour-coded text match in the thesis
    b. if you want to view the report with different settings as illustrated in the guidance, you will need to ask for another report to be generated with the required settings
    c. The online report allows you to view potential text matches at the most likely source (as identified by Turnitin). This cannot be done in the static report, but if a URL for a source is in the report, you can link to it and search for the potential text match to help in any decision.

3. The sources listed in the static report where a possible text match has been identified are **not** the complete list of potential sources that will appear in the online report. You will not be able to access the 'All sources' list that appears in the online report (as illustrated in the 'Interpreting…' guidance).
    a. This means that where a student has provided a citation to a source, the source may not appear in the potential text match list, but that does not mean the student is falsifying a citation, nor indeed has plagiarised any text match.

4. The overall similarity index 'score' may appear very high on the static report, but this is most likely because of the inclusion of the reference list and any bibliography. The reference list may be excluded from the static report depending on the settings agreed by the home department.
    a. If the reference list has colour-coded highlights, it has not been excluded from the similarity report

5. The same caveats for quoted material apply to both the static and dynamic reports.
    a. Text within single quotation marks will not be excluded if the 'exclude quotations' was selected as a setting before generating the static report
    b. TII only excludes text within double quotation marks

6. Any non-text content cannot be matched by Turnitin, and won't feature as a potential match in either the online or the static report.