

PlagScan



Manual:

PlagScan PlugIn for Moodle 2.X and 3.X
for Teachers / Instructors

Updated: May 2017

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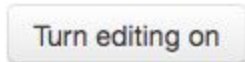
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1. Activation of the PlagScan Plugin for Assignments

As soon as the PlagScan plugin is activated by the administrator, everyone who creates an “assignment” can choose whether to use PlagScan for this assignment.

Assignments can be created in Moodle by activating the “Turn editing on” button on the right upper corner inside a course.



By clicking on “Add an activity or resource”, the appropriate menu will open up.

[+ Add an activity or resource](#)

You can now click on assignment and then on add.

While filling out the online form, in the PlagScan section, you have the option to activate PlagScan in the “Enable Plagscan” field, and to select from the various options.

Plagscan

Enable Plagscan ?	Start manually ▼
Share results with students ?	Never ▼
Share these results ?	PlagLevel ▼

Document will be uploaded to account [Patrick PlagScan \(patrick@plagscan.com\)](#)

[To your PlagScan settings](#)

Enable PlagScan

- When the option to “start manually” is selected, you need to check each document manually.
- If you want the PlagScan plugin to start analyzing documents automatically and immediately after uploading, select “Start immediately”.
- “Start immediately after the first due date” means that the PlagScan plugin only starts when the first due date has passed. Otherwise, you can use the plugin manually or deactivate it completely.
- When “Start immediately after all due dates” is selected, the plugin will begin analyzing the documents right after every deadline.

Share results with students

You can allow students to never see their results, to always share them with the students, or to share them after the first due date. This way , they will only see their PlagLevel. The following option offers more options for that.

Share these results

This allows the student to see only the PlagLevel or the full report in their overview along with the PlagLevel.

To your PlagScan Settings

*These settings will only be unlocked if the “Associate uploaded files with - Individual teacher accounts” setting is enabled in the PlagScan settings section that is configured by **the admin** (elaborated in the [PlagScan Moodle Manual for Administrators](#) - Phase 3).

They will appear when an assignment is being edited after it has been created, but not during the initial creation.

Submissions are edited after enabling editing as in the initial step of this manual and going into the submission section.

These settings will override the general PlagScan settings selected by the admin, for each teacher individually by preference.

Report language

Choose the language you prefer for your reports.

Email policy

The contact policy for your new plagiarism reports (please make sure, that mail from report@plagscan.com does not hit your spam folder):

- *Never:* Reports are collected in the document manager only, they are not mailed.
- *Always:* All reports will be mailed immediately after analysis.
- *Only red PlagLevel:* Only reports that show an elevated (red) plagiarism level will be mailed to you.

Docx option

For Word docx type documents suspicious passages can be highlighted directly in the original document. Other formats are

- *Generate and email Word docx report* Highlighting is added to the Word docx document and the result is mailed together with the report (if email policy is activated).
- *Generate only Word docx report* A Word docx document with highlighting is generated but not mailed. You can download it from PlagScan. (Note: Generated Word docx files are removed after seven days.)
- *Do not generate Word docx report* Here only the plain text is extracted and can be checked, but images etc. are lost. However, processing is much faster.

Data policy

Regulates the data you want to compare your documents with and if you want to allow others (other than web sources) to compare with yours. (*When possible plagiarism is detected other users will not be able to see your full document, but can contact you!*)

[More information about the PlagScan database and share policies](#)

- *Compare to web sources only:* Your documents are checked against internet sources, documents of local databases are not considered.
- *Check to web and my documents:* Besides web sources your documents are only checked against your other documents, other users' texts are not checked against your texts.
- *Compare to institution database:* Besides web sources your texts are checked against your other texts and those from users in the same organization, in turn other users from your organization may check against your documents (*This option only works when you are affiliated with a subscribing organization*).
- *Compare with general database:* Your documents are checked against all texts from cooperating publishers and users with the same setting.

Auto save document

When, if at all, should data (documents and reports) be removed:

- *After one week:* Delete data one week after upload.
- *After three months:* Delete data 90 days after upload.
- *After six months:* Delete data 180 days after upload.
- *Never delete:* Keep data forever unless manually deleted. (*This option only works after you have bought the Power User package or when you are affiliated with a subscribing organization*)

Sensitivity

Sensitivity regulates when PlagScan will report potential plagiarism. With high sensitivity text matches are reported even if they are short, as this could indicate plagiarism. On the other hand a figure of speech which is accidentally part of both texts could be reported as plagiarism. With low sensitivity you will receive fewer reported matches in turn, but these will most likely not be coincidental.

Depending on your requirements you can set:

- *Low:* only report longer matches
- *Medium:* balanced approach (recommended)
- *High:* report many, even short matches

The yellow PlagLevel starts at

If the percentage of matches found is larger than the value set here the PlagLevel is highlighted in yellow.

The red PlagLevel starts at

If the percentage of matches found is larger than the value set here the PlagLevel is highlighted in red.

Once you are finished with the creation of your course you can save it.

Afterward, you can click on “View/grade all submissions” in a course assignment. In the column “File submissions” you can see the uploaded, analyzed documents.

The complete PlagScan analysis can be viewed and manipulated in different ways, which will be explained in detail in the upcoming chapters.

File submissions



Ausarbeitung1.pdf

0.9%

[View matches](#) | [PS report](#) | [Download .docx rept](#)

2. Plagiarism Reports

The “View/grade all submissions” table shows all documents, whether analyzed or not. You can choose between different reports, which are explained below. You can find pictures of examples on [PlagScan’s website](#).

Plagiarism report

Plag Level



Explanation

The Plag Level is a rough estimate of how much content within a document is plagiarized. In order to indicate if a document requires in-depth investigation, PlagScan calculates the percentage of the possible plagiarized content. However, the Plag Level does not indicate if the content has been quoted and cited correctly.

0%

0 - 1%

Due to the low percentage, your document is unlikely to contain plagiarism (from the internet or local databases)

1%

1 - 5%

A closer look at the document report is recommended.

5%

5 - 100%

The document most likely contains plagiarism - an in depth look at the report is required.

The Result List



The result list displays all potential plagiarism matches within the document and their corresponding sources. This enables you to quickly determine the passages the program has recognized as being potential plagiarism and the extent to which a source was copied.

Interactive Browser Report



The interactive browser report enables you to view matches detected directly in the text. The potential matches from the plagiarism scan are highlighted in one of three colors, depending on their significance.

Document Highlighting (MS Word)

By clicking the button “Word docx with annotations”, PlagScan creates a Word document identical to your original document. Matches will be marked and annotated.



We are looking forward to receiving your feedback at pro@plagscan.com. Please let us know what you like or dislike about this manual. Do not hesitate to contact us, if anything is missing in this tutorial to get started with the PlagScan plugin in Moodle. We always strive to improve our service and appreciate your help!

Thanks,
Your PlagScan-Team