

PlagScan



canvas
BY INSTRUCTURE

Manual:

PlagScan Plugin in Canvas for the Users (Teachers)

Updated: January, 2018

Phase 1: Activation

Step 1: Enter the Canvas URL <https://canvas.instructure.com/> or [click here](#).

Step 2: Log in to Canvas with your administration account.

Step 3: Click on the “Courses” button.

Step 4: Click on the course for which you want to use the PlagScan plugin.

Step 5: Click on “Assignments” in the second left sidebar.

Step 6:

a: If you need to create an assignment, click on the “Assignment” button:

b: If you’ve already created an assignment, click on the assignment of a group you want to edit.

Step 7:

a: Click on the assignment

b: Click on the “Edit” button on the right sidebar

Step 8: Choose “External Tool” in the dropdown menu at “Submission type.”

Step 9: Click on the “Find” button.

Step 10: Select “PlagScan” in the new window. The URL will be automatically added to the field.

Step 11: Click on the “Select” button.

Step 12: After finishing creating or editing your assignment, save to complete the activation by clicking on the “Save” button on the bottom right of the screen.

Step 13: Please repeat the process for every course, that you want to check for plagiarism

Phase 2: Assignment Configuration

Step 1: Enter the Canvas URL <https://canvas.instructure.com/> or [click here](#).

Step 2: Log in to Canvas with your administration account.

Step 3: Click on the “Courses” button.

Step 4: Click on the course you want to select.

Step 5: Click on “Assignments” in the second left sidebar.

Step 6: Click on a group and then on the assignment you want to view.

Step 7: The assignment content will appear. Click on the “Assignment configuration” to open the setup menu.

Phase 3: Check documents and view the PlagScan Report

Step 1: Enter the Canvas URL <https://canvas.instructure.com/> or [click here](#).

Step 2: Log in to Canvas with your administration account.

Step 3: Click on the “Courses” button.

Step 4: Click on the course you want to select.

Step 5: Click on “Assignments” in the second left sidebar.

Step 6: Click on a group and then on the assignment you want to view.

Step 7: The “report” column contains a button for each document to start the plagiarism

[check and to get a PlagScan report. Click on the button “Start Check.”](#)

[Step 8: A loading text will appear.](#)

[Step 9: After the process you can see a corresponding “Plaglevel” that indicates](#)

[In case your document already has a report, you can skip the steps 7 and 8.](#)

[Plagiarism reports](#)

[Plag Level](#)

[List of Sources](#)

[Collaboration](#)

[Downloads and reports views](#)

[The PlagScan Assignment Configuration](#)

Phase 1: Activation

 Activate the PlagScan plugin for a course

Step 1: Enter the Canvas URL <https://canvas.instructure.com/> or click [here](#).

Step 2: Log in to Canvas with your administration account.

Step 3: Click on the “Courses” button.



Step 4: Click on the course for which you want to use the PlagScan plugin.

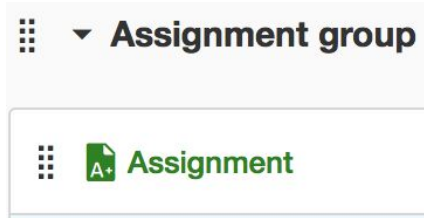
Step 5: Click on “Assignments” in the second left sidebar.

Step 6:

a: If you need to create an assignment, click on the “Assignment” button:



b: If you’ve already created an assignment, click on the assignment of a group you want to edit.

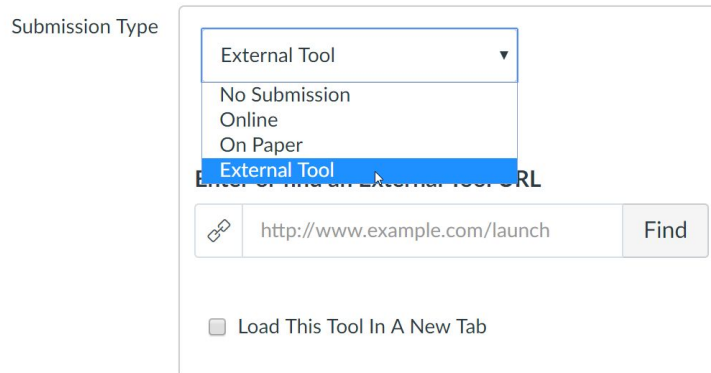


Step 7:

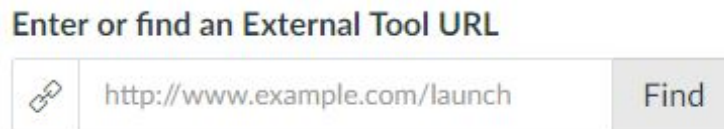
- a: Click on the assignment
- b: Click on the “Edit” button on the right sidebar



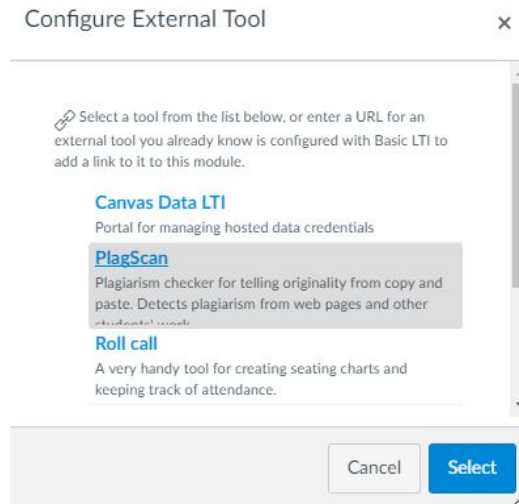
Step 8: Choose “External Tool” in the dropdown menu at “Submission type.”



Step 9: Click on the “Find” button.



Step 10: Select “PlagScan” in the new window. The URL will be automatically added to the field.



Contact your administrator, in case you do not see or show the link.

Step 11: Click on the “Select” button.

Step 12: After finishing creating or editing your assignment, save to complete the activation by clicking on the “Save” button on the bottom right of the screen.

Step 13: Please repeat the process for every course, that you want to check for plagiarism

Phase 2: Assignment Configuration



How to setup your PlagScan assignment configuration

Step 1: Enter the Canvas URL <https://canvas.instructure.com/> or click [here](#).

Step 2: Log in to Canvas with your administration account.

Step 3: Click on the “Courses” button.



Courses

Step 4: Click on the course you want to select.

Step 5: Click on “Assignments” in the second left sidebar.

Step 6: Click on a group and then on the assignment you want to view.

Step 7: The assignment content will appear. Click on the “Assignment configuration” to open the setup menu.

 Assignment configuration



In the [“PlagScan Assignment configuration” chapter](#) you can find a description for every option available on the configuration menu.

Phase 3: Check documents and view the PlagScan Report

 Learn how to get a PlagScan report and view it

Step 1: Enter the Canvas URL <https://canvas.instructure.com/> or click [here](#).

Step 2: Log in to Canvas with your administration account.

Step 3: Click on the “Courses” button.



Step 4: Click on the course you want to select.

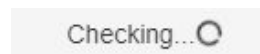
Step 5: Click on “Assignments” in the second left sidebar.

Step 6: Click on a group and then on the assignment you want to view.


Step 7: The “report” column contains a button for each document to start the plagiarism check and to get a PlagScan report. Click on the button “Start Check.”



Step 8: A loading text will appear.



Step 9: After the process you can see a corresponding “Plaglevel” that indicates the potential amount of plagiarism in the document.

 In case your document already has a report, you can skip the steps **7** and **8**.

Plagiarism reports

The Docman table shows all submitted documents, whether they have been analyzed or not. At the end of the investigation, our plagiarism report shows all the matches

Plag Level

< 1%

1-5%

> 5%

In order to indicate if a document requires in-depth investigation, PlagScan calculates the percentage of the potential plagiarized content. The PlagLevel is a rough estimate of how much content within a document has been duplicated.

< 1%

Due to a very low percentage of matches, your document is unlikely to contain plagiarism (from the internet or local databases).

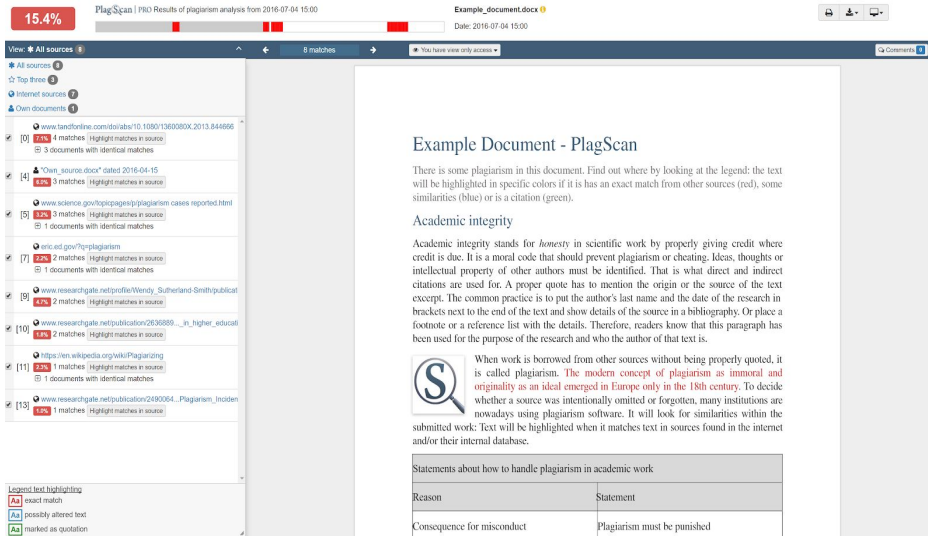
1-5%

A closer look at the document report is recommended.

> 5%

The document most likely contains plagiarism. Please consider an in-depth look at the report.

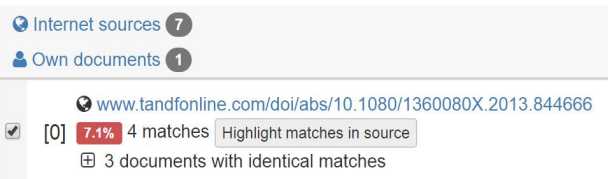
Interactive Browser Report



The interactive browser report enables you to view the detected matches. PlagScan highlights those in three different colors, depending on their significance.

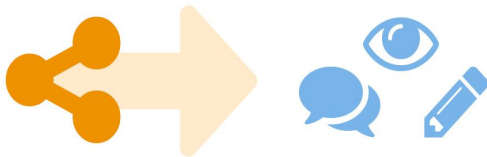
The highlighted matches are listed in cohesion to the source list (see below). By clicking on a number of a source in the left source list, you jump to the longest match of that source, which will then be marked in yellow.

List of Sources



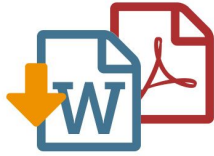
You can find the location of the matching sources in the source list. The category indicates whether the source is a match from a website or from another databases. You can see the matches directly in the source text if you following the link to the source

Collaboration



You do not need to download your report anymore — just share the report link to grant commenting, editing or reading rights to others. You can collaborate and interact with colleagues directly by leaving comments, reading their comments or responding to them.

Downloads and reports views



The PlagScan plagiarism report is available to download as PDF and Word files. Both formats display the sources of the interactive browser report.

PlagScan offers other online views aside from the interactive report. If you wish a complete overview of the matches and sources, you can read the PlagScan report as a list. For slow connections, we offer the report as plain text.

If you need more information: <https://www.plagscan.com/en/plagiarism-reports>.

The PlagScan Assignment Configuration

You can adjust the following settings in the “Assignment configuration” button within the iframe. You can read explanations about them in this table.

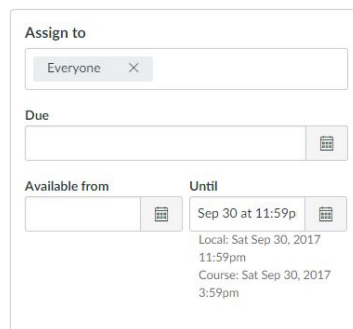
Settings

Explanation

Deadline

This is the date where the assignment will be closed and not be possible for students to submit more files.

It can be set from Canvas Assignment settings, in the form “Assign to” and selecting a date on the “Until” date option.




If you change the date within the “Assignment configuration” form on the iframe, the date provided from Canvas will be ignored.

Note to uploader

On this text area can be introduced a description or more information about the assignment. It will be shown under the title of the assignment within the iframe.

Show document reports to uploader

With this option could be set the option to allow students to see the reports or not (when the document has been checked).

Automatically analyze at deadline

This option will start the checking and analysis of all documents in the assignment automatically as soon as deadline is passed.

Send summary email at deadline

Activate it if you want to receive a notification about your assignment, including paper title, first and last name of each uploaded submission when deadline is passed.

Allow to update the submissions

With this you can select if the students are able or not to resubmit a document to replace the previous one.

Max documents per user

This option is used to restricts the number of document that each student can submit or upload.

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 Canvas. We always strive to improve our service and appreciate your help!

Thanks,
Your PlagScan-Team