

Email submission of assignments to Ouriginal

User guide for students

Submitting your document/assignment via email

Once you have completed your assignment and are ready to submit it to your teacher for feedback and grading, the process is simple:

1. Double check that you have sourced and referenced correctly.
 2. Save your document (supported file types to follow).
 3. Open your email account.
 4. Input the Ouriginal email address – **provided by your teacher**, usually it is something like `firstname.lastname@analysis.Ouriginal.com`
 5. Attach your assignment to the email.
 6. Add in your name to the email title.
 7. Hit send!
- Depending on your teacher/school's settings, you may receive an email confirming that Ouriginal has received your document and is in the process of creating the analysis report.
 - In some cases, you may receive the 'similarity score' and/or the analysis report back to your email too (at the same time as your teacher receives it) – but like the email confirmation, this depends on your teacher/school's settings. Hence, it is best to check with them on what to expect.
 - Please be aware that the system may take up to 24 hours to generate reports, although usually it is much quicker.

Supported file types

It is primarily up to the teachers/schools as to which file formats they will accept. If there are no such instructions available, Ouriginal supports the following file formats when submitting a document to Ouriginal through email:

.doc, .docx, .xls, .xlsx, .sxw, .ppt, .pptx, .pdf, .pdf 2.0, .txt, .rtf, .html, .htm, .wps, .odt, .odp, .ods, .tif, .tiff, .ps, .hwp, .pages (4), and .zip

Documents in any other format will not be accepted by the system. Instead of a confirmation e-mail mentioned above, you will receive an error message. Please note that documents submitted to Ouriginal may not contain any document protection or encryption.



Ouriginal does not recognize pictures, links (copied or shared), videos, scanned documents, or protected files. If any of these files are sent to Ouriginal, our system will send an email to the person who submitted the document stating that the file does not contain enough characters.

Further information

The Ouriginal website is a great hub for any other questions you may have. We have a page de-dicated to FAQ's, ideas on avoiding self-plagiarism alongside what might constitute plagiarism too, and of course some tips on how to reference/quote.

Please be aware, as a general rule – Ouriginal will look to have all communication regarding its solution through teachers/school staff – so if there is ever any questions or issues, it's best that your first contact is with your school.

Find more information on www.ouriginal.com or contact us at support@ouriginal.com