

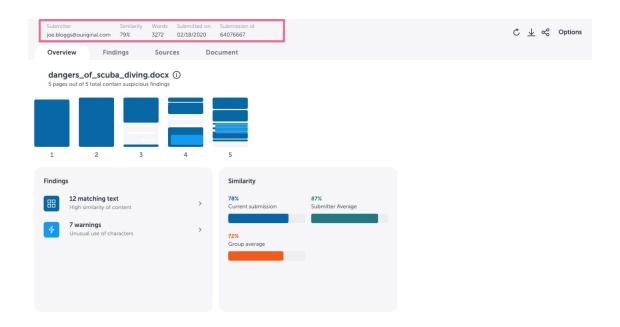
The New Analysis Report User guide

This guide will provide you with all of the information necessary to get started with Ouriginal's new Analysis Report. To give our users the best possible experience, we have redesigned our system to support your needs. This guide takes you through the new interface step by step.

1) Submission details panel

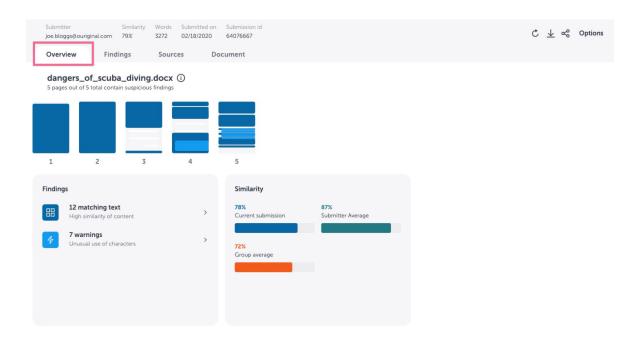
The overview pane at the top of the Ouriginal Analysis Report provides you with an overview of the document. The following information is shown:

- Name of the submitter
- Similarity percentage
- Total words of the submission
- Submission date
- Submission ID



2) Overview tab

The **Overview** tab provides an overview of the analysis conducted for the submitted work. This is the default view for the report and from here you will be able to navigate through the report.



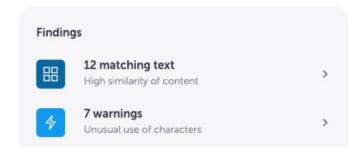
2a) Overview - Document overview chart

The document overview chart provides a quick and easy way to see where findings and/or matches have been detected in the submitted document. To investigate a specific finding or warning, select it and you will be given a deeper view of the result.



2b) Overview - Findings

This component provides a summary of the number of findings that Ouriginal detected in the submitted document. As this is on the summary page of the report, we roll up the findings to give you a total count. Navigate to the **Findings** view where you can review the findings in a side-by-side view with the matching text. We distinguish between 'matching text' and 'warnings', and our new report allows you to access them separately if required. If you would prefer to go straight to the entire document, with all findings highlighted, select the **Document** tab.



2c) Overview - Similarity

In the **Overview** we display three different similarity indicators:

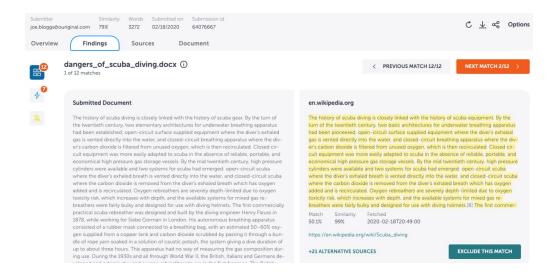
- Current submission the total percentage similarity for the submitter in this assignment (aggregated)
- Submitter average the average similarity of all submitted documents from this submitter to this receiver address
- Group average the average similarity for all submitted document from this group



If there are not enough submissions to create an average, 'Submitter average' and 'Group average' will not be available.

3) Findings tab

The **Findings** tab is a new way of viewing the Ouriginal analysis. Here you'll see the student's text side-by-side with the matched source text. This way you can focus on reviewing the matches without the need to scroll through the whole document.



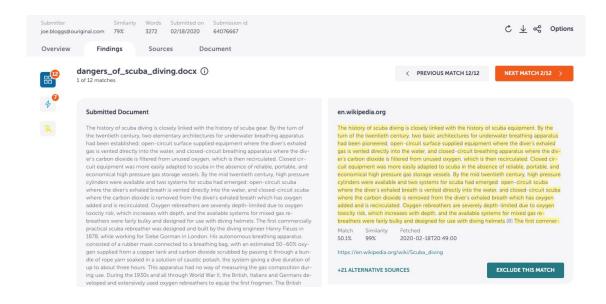
The whole document is available to view in the **Document** tab.

3a) Simplified analysis with side by side view

When reviewing the matches that have been detected in the submitted work, you can use the side by side view under **Findings** to see the text matches from the submitted student text (to the left of the page) joined with the text from the matching source (shown to the right of the page).

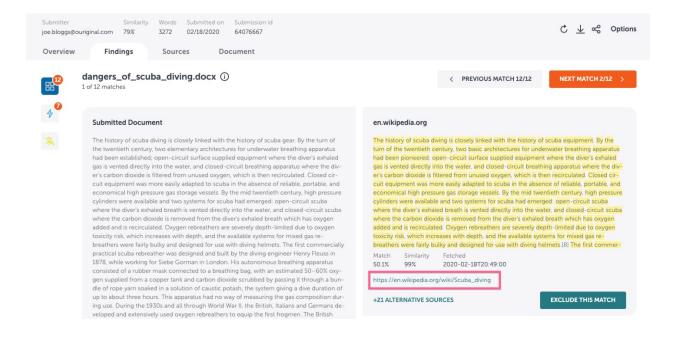
There are two percentages underneath the source:

- Match percentage the overall similarity percentage of matching content
- Similarity percentage the amount of text similarity for this specific block of text to its source



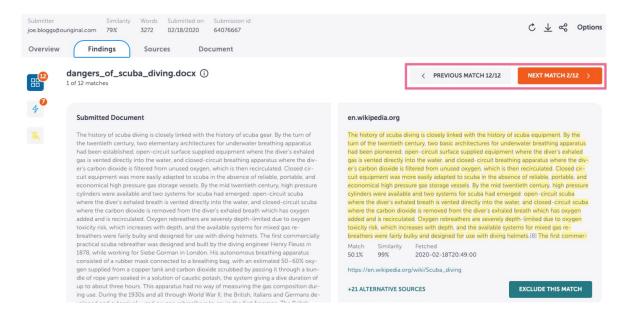
3b) Link to the detected source

When a student submission matches one or many sources, we will provide you with a link to view the original source. Each match will inform you of the type of source the submitted text matched against.



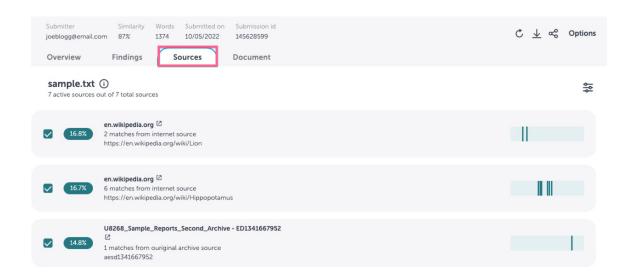
3c) Navigate through matches

Navigate between findings and sources by using the 'previous match' and 'next match' buttons at the top of the page.



4) Sources tab

The **Sources** tab provides you with the ability to explore the matched sources in depth. This includes a view of all sources that were detected in the submitted work.

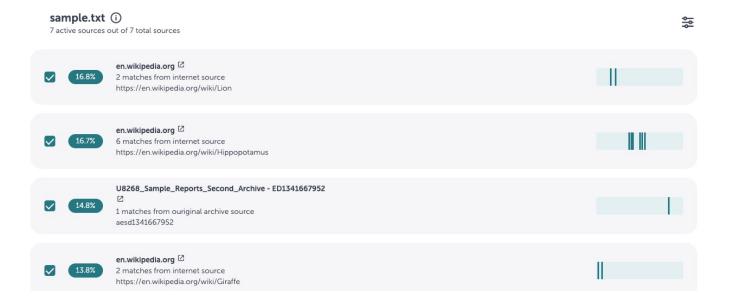


4a) List of matched sources

This is where you'll find the list of all the original sources we found during the analysis, i.e. sources that we matched against the document's content. The sources list is ordered by highest matching sources first.

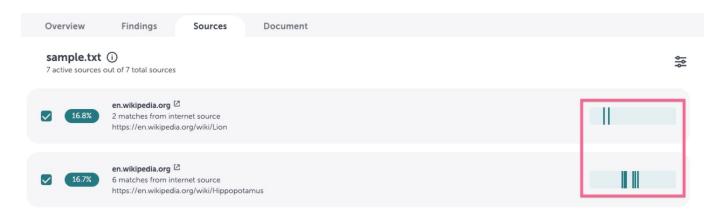
Each match will inform you of the type of source the submitted text matched against. The types of sources are:

- Internet source
- Ouriginal archive source
- Publisher source
- Personal archive source



4b) Location in the document

Use the bar next to each source to determine where in the document a particular match exists. Select a highlight to display a summary of the match and head directly to the details of the finding.



To view the original source, select the link to launch in a new window.



4c) Number of matches to a source

Each source provides you with a count of how many times the source was matched in the document.

Note: Sources are listed in descending order, from highest overall percentage match to the lowest. Just because a source has a high number of matches does not mean that it is the main source for the document so pay close attention to the overall percentage scores.



4d) Source filters

Make use of the source filters to exclude certain source types from view.

Note: 'Publisher sources' are part of the main 'Ouriginal archive', therefore excluding the 'Ouriginal archive' will also remove 'Publisher sources'.

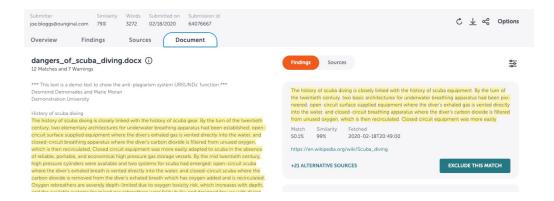


5) Document tab

5a) Findings view

The **Findings** view in the **Document** tab enables you to see all of the text from the submitted document that has matched other sources. Each piece of matching text is extracted from the document, making it easier for you to see exactly which parts of the document matched other sources.

As well as showing you the matching text, we also provide the option to exclude the source from the analysis. To exclude a source, select the matched text and then select the **Exclude this match** button.



5b) Findings view (Alternative sources)

We display the matches our system deems as most relevant. However, you can choose to remove the primary match and include alternative overlapping matches instead. An overlapping match is also a match to this particular section of text but from a source our system has ranked as less relevant. Select one of the levels below and the matches in it will be set as primary, meaning that they will be included in the report.





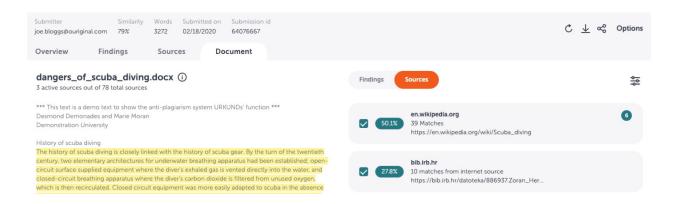


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Ouriginal Analysis F

5c) Sources view

The **Sources** view in the **Document** tab enables you to see all of the matching text detected in the submitted document alongside a list of all sources. From the **Sources** view you are able to show and hide matches to certain sources by selecting the checkbox next to the source. Reenabling the source will automatically highlight the matching text in the document panel on the left of the page.



6) Quick actions and Options

The options/controls at the top right corner of your page allow you to perform a number of actions, please see full details below:

Refresh	Refresh the report if you have made changes and would like to force a refresh.	¢	<u></u>	%	Options
Export to PDF	Select this button to download a PDF version of the analysis report.				
Share Analysis	Use this feature to share a link to this analysis report with another user.				

Options: You can make use of the Options to access a range of tools to; update the analysis report, toggle parameters as well as access product support/guidance.

Brackets Highlight matching text	Use this option to highlight brackets in the submitted document - All brackets will be highlighted in light blue - supports () and []. Use this toggle to highlight the matched text to other sources that have been detected by Ouriginal.	Brackets Highlight matching text Quotes Group sources	
Quotes	Use this toggle to highlight the quotes detected in the submitted document. Once enabled, any quotes will be highlighted in gray.		
Group Sources	Use this toggle to group all overlapping sources in the report. Rather than listing all sources individually, you will see any overlapping sources grouped together in both the Document and Sources tabs. When grouping the overlapping sources you will have the ability		
	to view the 'Identical Sources' and this is a mechanism to group and view all overlaps to the same or similar source text - this may include different sources.		