





URKUND is Easy to Use

SUBMITTER





Submit Document

Get confirmation



URKUND

Analyze the document

RECEIVER





Analysis Report

SUBMITTER can only submit document. Cannot view Report

RECEIVER can view report and submit document

- RECEIVER and SUBMITTER are registered for a specific Institute/University
- RECEIVER is generally the faculty member / supervisor / guide
- SUBMITTER is generally the student or research scholar



Creation of Account

- Account can be created by University Coordinator
- eGalactic support team can help in creation of account. Request with following details should be sent by University Coordinator to <u>support@egalactic.in</u>. Details needed
 - Faculty Salutation
 - Faculty Name
 - Faculty Email Id
 - Department



Quick Guide to Get Started

- 1. Faculty Registration Process
- 2. Modes of Accessing URKUND
- 3. Login Portal
- 4. Document Submission
- 5. URKUND Report



1. Receiver / Faculty Registration Process

- Registered member receives mail from <u>noreply@urkund.se</u> with the subject "Welcome to URKUND!"
- The user needs to activate the accounts within next 96 hours. Documents can only be submitted post activation of account
- Details of mail is included in the next slide



[URKUND]	Nelcome to URKUI		Receiver Mail Subject		•						
noreply@urkund.	se			3:24 PM (0 minutes ago)	☆ ♠						
Dear Egalactic Tria	Ι.										
You have received has requested that A document intend	this e-mail because your organi a user account be created for y ed to be checked should be e-m	sation eGalactic has ac ou. More information or nailed as an attached fil	ccess to URKUND, a pedagogio n URKUND is available at <u>http:/</u> e to:	al support system for plagiarism //www.urkund.com/en/	checking, a						
egalactic.26.egalac	tic@analysis.urkund.com	🛏 Unique	Analysis Address, need	ed for all upload of docu	ument						
This analysis address is connected to your personal e-mail (egalactic.26@gmail.com) and reports will be sent there when they are ready.											
This analysis addre	·····										
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This analysis addre With best regards, URKUND automati	: registrar		Click on Account Activation	n Link, valid for 96 hours							
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2. Modes of Accessing URKUND

- Modes of Accessing URKUND
 - 1. Through Mail
 - Your email account is linked to unique analysis address
 - Document can be mailed to the analysis address through mail (Details in Next Slide)
 - Report is generated and received on mail of the RECEIVER
 - 2. Web Portal
 - User can login through the web portal as suggested in the registration process (Details in Next Slide)
 - 3. Learning Management System

3. Login Portal: Step 1: www.urkund.com



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3. Login Portal: Step 2

ULKOUD

Urkund for... Pro

Product

Support Request a demo

English

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Login

Log in to Urkund

Resources

Select interface based in what you need to do.





Log in here as to upload documents or to access your analysis reports.



Admin

Log in here to administer your account or to access usage statistics. (URSA).



3. Login Portal: Step 3

https://	secure.urkund.com/account/auth/login			Û	☆	Z∕≡	l_
URKUND				Language Engli	sh	~	
Login — URKUND Account / Docume	ent upload account		— Shibboleth Login ————				
Username or Email Password		PROVIDE DETAILS TO	If your organisation use sing Organization	le sign on, please click the button be Select your organization	low to login.	~	
	Login	LOGIN		Login using Shibboleth			
	Have you forgotten your password?						
	Create account for document upload (STUDENTS)						



3. Login Portal	11
Analysis addre	ess
	Link to Upload Document
secure.urkund.com/account/#439489/0/0	९ 🖈 🗉 🚳 🥫
URKUND	🚯 Help 🏦 Upload documents 🔮 eGalactic Trial 🔻
Analysis Address : egalactic.25.egalactic@analysis.urkund.com	
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Document Name Document Number Percentage copied	Date and Time of submission
11	e-Galactic

4. Document Submission

- 1. Submission by mail: The document can be mailed only from registered RECEIVER / SUBMITTER Email to the analysis address. Each RECEIVER and SUBMITTER account is specific to an Institute / University.
- 2. Upload by Portal: The document can be uploaded by login through the portal
- 3. Learning Management System





4.2	Document Upload by Portal: Step		1							14
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Document can only be uploaded when the SUBMITTER account is activated



4.2 Document Upload by Portal: Step 2

1 Submit Documents

Enter the analysis address you want to submit documents to, then choose the documents you want to submit and finally hit Submit.

You should get a confirmation — Receiver —	by email for each submitted document	Include Analysis address Select from drop down if uploading to self else
Analysis Address	Select analysis address or enter below	Put the analysis address of the person to whom you want to send the document for analysis
Subject		
Message		
		Subject
		Message
- Documents		
	Valid file extensions: doc saw tif tiff pdf txt rtf html htm wps xls ppt odt docx pptx odp ods pages	xlsx ps hwp zip zip
	Remove all	Attach files here
	Drop files here o	r click
		Submit
	≜ Submit Cancel	

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4.2 Upload by Portal Contd.

URKUND	🚯 Help 🛛 🏦 Upload	documents 🛛 🐣 Egalactic.26 🔻	
Analysis Address : egalactic.26.egalactic@analysis.urkund.com			
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On successful upload of document

User will receive a notification on successful upload on his registered email id

Once the document is successfully uploaded, the document would appear in the inbox

If the document is not submitted check if user has activated the account or submission is being done from activated SUBMITTER account



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5 Report View: Option 1

Two Options available to view report

1. Report Link Received on the RECEIVER Registered Email Address from <u>report@analysis.urkund.com</u>. Link for report in mail

[Urkund] 100% similarity - egalactic.26@gmail.com Inbox ×	
report@analysis.urkund.com	3:47 PM (5 hours ago)
Document sent by: <u>egalactic 26@gmail.com</u> Document received: 8/5/2019 12:17:00 PM	
Report generated 8/5/2019 12:17:57 PM by Urkund's system for automatic control.	
Student message: TEST	Link for Report Click on the link to open the report, new page opens. Please disable pop up blocker if new page does not open
Document : doc.1 (1).docx [D54702104]	
About 100% of this document consists of text similar to text found in 118 sources. The largest marking is	423 words loenar to its primary source.
PLEASE NOTE that the above figures do not automatically mean that there is plagiarism in the dor reasonable suspicion of academic dishonesty to present itself, the analysis, possibly four cases and t	the may be good reasons as to why parts of a text also appear in other sources. For a he original document need to be examined closely.
Click here to open the analysis: https://secure.urkund.com/view/53251462-725189-304489 Report	is generated within 30 mins with a maximum of 24
Click here to download the document: https://secure.urkund.com/archive/download/54702104-884527-175840	

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5 Report View: Option 2

Two Options available to view report
2. Report open from RECEIVER Portal

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Analysis Add	lress: <u>egalac</u>	tic.26.egala	<u>actic@analysis.urki</u>	und.com												
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- 🗸 📎	► 100%	D547021	04 doc.1 (1).docx					Т	EST	14 KB	422 word(s) Egalactic.26	8/5/2	2019 1	12:17	7 PM

Report – Percentage is generated once report is ready Click on the Percentage to open the report in a new page Please disable pop up blocker if new page does not open

Report is generated within 30 mins, maximum of 24 hours



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realized the consequences of his and Gagnan's invention of the "aqua lung" would it become adopted by a the general

populace. (4)

long. It is said that Jaque Yves Cousteau was immediately ported from Athens Underwater Archaeology Museum after they