

Turnitin from page 3 . . .

- » Answer all the fields and choose the file that you want to upload
- » Click Upload

- » Uploading will take a few minutes, when the confirmation page appeared click **Confirm**
- » Once the submission is complete, click **Assignment Box**
- » You will have to wait for a few minutes before you can see the Similarity index.
- » When the Similarity index appeared, click the Similarity index of the file you uploaded; it will redirect you to the Feedback Studio
- » In the Feedback Studio, click **Filter and Settings** (🔍)
- » When the Filter and Settings pops up, check **Exclude Bibliography**

- » Below exclude bibliography who will see these options:

- » Select words, then enter 20
- » Check Multi-Color Highlighting
- » Click Apply Changes

DOWNLOADING ORIGINALITY REPORT

- » Choose Current View
- » After a few seconds, the download window will appear. Click Save

ORIGINALITY REPORT

- » Open the file that you downloaded
- » Get the Submission ID, Similarity Index, Internet Sources, Publications and Student Papers (**Remember: Similarity index must be lower than 25%**)

WELCOME NEWBIES!

The Publication Office introduces newly hired staff.



Sienna Joy C. Galit

Upon launching of the PNU Online Commons, Ms. Sienna Joy C. Galit was hired as the

Technical Assistant, now servicing as the administrator, developer and curator of that platform. She graduated with honors (Cum Laude) with a degree Bachelor of Science in Psychology at La Concepcion College of San Jose Del Monte, Bulacan. Ms. Danica Camille Malijan, a graduate of Bachelor of Science in Business Administration, Major in Human Resource Development Management at University of Northern Philippines, Vigan city, was hired as the new administrative staff of PNU Publication Office. She works as the official administrator of Authenticity Testing and is also assigned to provide technical and clerical work in all activities of the journals, such as printing and encoding of articles. She is the daughter of our former cashier personnel Mr. Danilo Malijan.



Danica Camille A. Malijan

She is the daughter of our former cashier personnel Mr. Danilo Malijan.



PHILIPPINE NORMAL UNIVERSITY
The National Center for Teacher Education

PUBLICATION OFFICE

Volume 2 | Number 1 | January to March 2018



What's Inside:

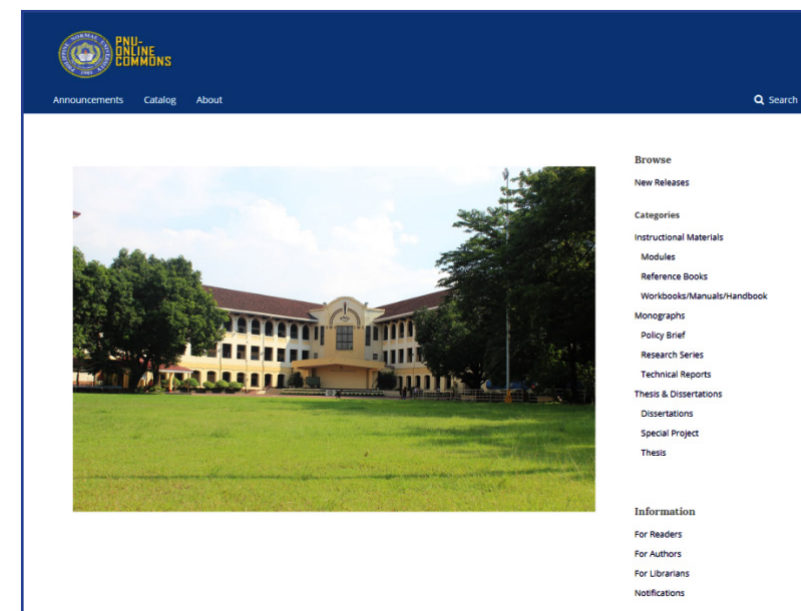
PO ORIENTS HUNDREDS...
p. 2

ENROLLING AT PNU-ONLINE COMMONS...
p. 2

GUIDE FOR TURNITIN...
p. 3

PO NEW STAFF...
p. 4

PNU-ONLINE COMMONS REACHED ANOTHER MILESTONE



The Publication Office's latest innovation (PNU-Online Commons) achieved another milestone, with 3,964 total enrolled accounts in April 2018, which includes the faculty, and undergraduate, and graduate students.

DEPED SOURCES



PNU-ONLINE COMMONS RELEASES NEW LEARNING RESOURCES

With the vision to provide wide readership to hone the skills of our future educators, the PNU Online Commons releases new learning and teaching materials labelled as "DepEd Resources" this March. This category includes DepEd publications such as workbooks, worksheets,

modules, curriculum guide, student activities, Daily Lesson Log (DLL), grammar books, and short stories. Other resources include Teacher's Manuals, which were published by the Commission on Higher Education (CHED) in collaboration with the Philippine Normal University.

PO Orients Hundreds of Undergraduate Students on PNU Online Commons



MANILA - As a year starter, the Publications Office (PO) gave the undergraduate students an orientation on the access and use of learning resources in the PNU Online Commons last January 17 at the Geronimo T. Pecson Hall Main Auditorium.



In the presentation, PO introduced additional menus on the system which houses teacher-made materials, student outputs, and research instruments and tools. With

more than 200 titles loaded in the system, PO together with Office of Student Affairs and Services (OSSAS), hopes that students will frequently access and use the platform.

Enrolling at PNU-Online Commons made easy

To apprise students and faculty on Online Commons subscription, PNU-Online Commons Administrators launch the Quick Guide.

Quick Guide:

- The Online Commons Administrator will register your account automatically.
- You will receive a confirmation e-mail from Press Registration providing you with username and password.
- Go to the link: <http://pnu-onlinecommons.org/omp/>
- Enter your username and password.
- Create a new password then log on to the site.

PNU ONLINE COMMONS

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HOW TO USE TURNITIN

LOGGING IN

- » Go to www.turnitin.com
- » Click Log in
- » Enter your email address and password then click Log in

CREATING A CLASS

- » Click the **All Classes** tab

- » Click the **Add Class** button
- » From the Create a new class page, select the class type, and complete the fields marked with an asterisk
- » Select the class end date
- » Click **Submit** to add a class

CREATING AN ASSIGNMENT

- » Click the **All Classes** tab
- » Click the relevant class name
- » From your class, click the **Add Assignment** button
- » Select an Assignment type (Choose Paper Assignment) then click **Next Step**

- » Enter an Assignment title

- » Enter Point Value (Enter **0**)
- » You will be choosing between Allow only file types that Turnitin can check for similarity and Allow any file type. Choose Allow only file types that Turnitin can

check for similarity

- » Next, select your assignment's start date, end date. There's no need to select post date
- » To customize your assignment further, click the optional settings button to reveal an array of options; each option will be accompanied with contextual help icons. (Make sure to choose "no repository" in the option submit papers to)
- » Click Submit to add your assignment to your Turnitin class

UPLOADING FILE

- » Once you've created a Class and an Assignment, you can now run papers for authenticity test. To upload papers:
- » Click the **All Classes** tab
- » Click the relevant class name
- » From the class page, select the relevant assignment name where you wish to run the paper then click **View** in the actions column