

National Taipei University of Education

Master's Thesis and Ph.D. Dissertation

Plagiarism Detection Application System

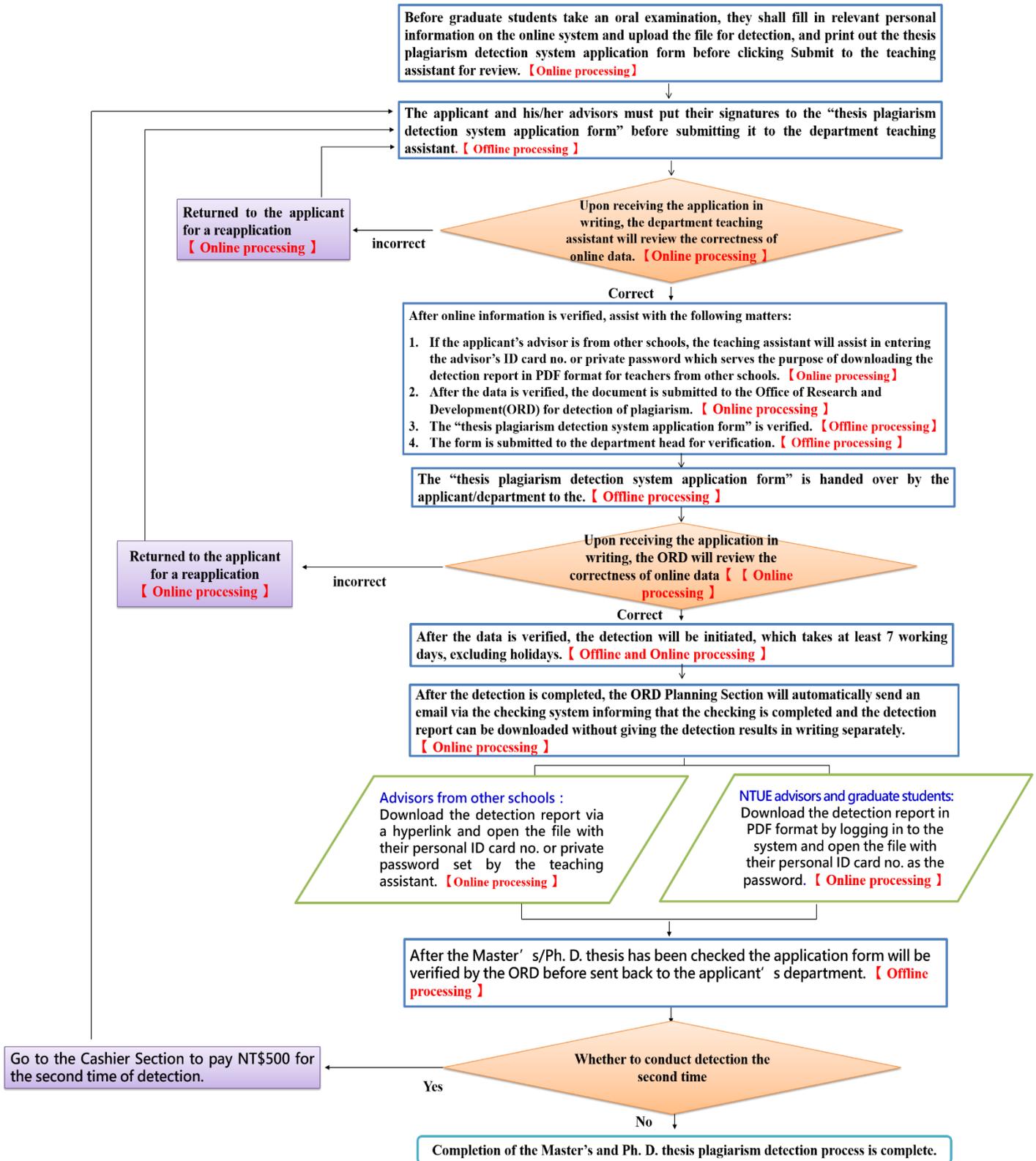
【 User Guide for Students 】

June, 2019

Contents

I. Thesis/dissertation plagiarism detection application process	1
II. Application process	2
III. Detection progress checking	7
IV. Detection results	8
V. Q&A	10

I. Thesis/dissertation plagiarism detection application process



II. Application process

Step 1: Login in with student ID no. and ID card no.

Student ID no. / Teacher ID no.

School administration system password :

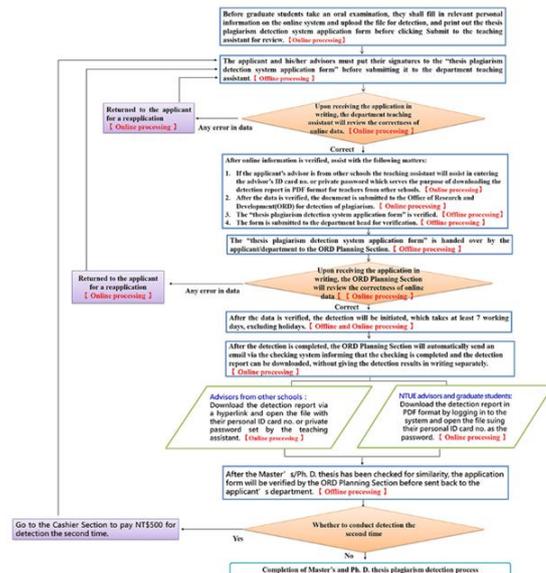
[This system is best viewed with Google Chrome]

User Guide :

[\[For Students\]](#) [\[For Department Teaching Assistants\]](#) [\[For Teachers\]](#)

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Step 2: Click on the “Application Form” button.



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Step 3: Select the advisor's name. If advisor teachers were at National Taipei University of Education (NTUE), the system will automatically display the advisor's e-mail; if at other schools, you need to fill in the name and email address in the forms.



National Taipei University of Education
Master's Thesis and Ph.D. Dissertation
Plagiarism Detection Application System

[Application Form](#) [My List](#)

[Logout](#)

Application form

Application date	(System generation)	Application no.	(System generation)
Name	<input type="text"/>	Email *	<input type="text"/>
Student ID no.	<input type="text"/>	Phone *	<input type="text"/>
Department	<input type="text"/>	Degree	<input type="text"/>
Supervisor 1 *	<input checked="" type="radio"/> inside <input type="radio"/> outside <input type="text"/> <input type="button" value="Choose"/>	Email of Supervisor 1 *	<input type="text"/>
Supervisor 2	<input checked="" type="radio"/> inside <input type="radio"/> outside <input type="text"/> <input type="button" value="Choose"/>	Email of Supervisor 1	<input type="text"/>
Title *	<input type="text"/>		
File upload *	<input type="button" value="選擇檔案"/> 未選擇任何檔案		
<p>1. Graduate students must apply the online plagiarism detection application system and upload the thesis file before clicking Submit to the teaching assistant for review at least seven working days (excluding holidays) prior to the thesis/dissertation oral exam.</p> <p>2. The rules for uploading the thesis files are as follows:</p> <p>a. First, confirm whether the thesis file is over 40MB. If not, please upload it in one file. If more than 40MB, split it into several files and zip all these into one zip file to upload. For multiple files, be sure to indicate the chapter and section such as Chapter 1, Chapter 2, Section 1, etc.</p> <p>b. Supported file formats: Word, Text, PostScript, PDF, HTML, Word Perfect WPD, OpenOffice ODF, RTF, and Hangul HWP.</p> <p>3. Print the online application form and with the graduate student and his/her advisor signing the</p>			

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National Taipei University of Education
Master's Thesis and Ph.D. Dissertation
Plagiarism Detection Application System

[Application Form](#) [My List](#)

[Logout](#)

Application form

Application date	(System generation)	Application no.	(System generation)
Name	<input type="text"/>	Email *	<input type="text"/>
Student ID no.	<input type="text"/>	Phone *	<input type="text"/>
Department	<input type="text"/>	Degree	<input type="text"/>
Supervisor 1 *	<input checked="" type="radio"/> inside <input type="radio"/> outside <input type="text"/> <input type="button" value="Choose"/>	Email of Supervisor 1 *	<input type="text"/>
Supervisor 2	<input checked="" type="radio"/> inside <input type="radio"/> outside <input type="text"/> <input type="button" value="Choose"/>	Email of Supervisor 1	<input type="text"/>
Title *	<input type="text"/>		
File upload *	<input type="button" value="選擇檔案"/> 未選擇任何檔案		
<p>1. Graduate students must apply the online plagiarism detection application system and upload the thesis file before clicking Submit to the teaching assistant for review at least seven working days (excluding holidays) prior to the thesis/dissertation oral exam.</p> <p>2. The rules for uploading the thesis files are as follows:</p> <p>a. First, confirm whether the thesis file is over 40MB. If not, please upload it in one file. If more than 40MB, split it into several files and zip all these into one zip file to upload. For multiple files, be sure to indicate the chapter and section such as Chapter 1, Chapter 2, Section 1, etc.</p> <p>b. Supported file formats: Word, Text, PostScript, PDF, HTML, Word Perfect WPD, OpenOffice ODF, RTF, and Hangul HWP.</p> <p>3. Print the online application form and with the graduate student and his/her advisor signing the</p>			

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Step 4: Enter the title of the thesis/dissertation and upload the file(s). Please see the descriptions below for relevant regulations.

Application form

Application date	(System generation)	Application no.	(System generation)
Name	<input type="text"/>	Email *	<input type="text"/>
Student ID no.	<input type="text"/>	Phone *	<input type="text"/>
Department	<input type="text"/>	Degree	<input type="text"/>
Supervisor 1 *	<input type="radio"/> inside <input checked="" type="radio"/> outside School : <input type="text"/> Department : <input type="text"/> Name : <input type="text"/>	Email of Supervisor 1 *	<input type="text"/>
Supervisor 2	<input checked="" type="radio"/> inside <input type="radio"/> outside <input type="text"/> Choose	Email of Supervisor 1	<input type="text"/>
Title *	<input type="text"/>		
File upload *	<input type="button" value="選擇檔案"/> 未選擇任何檔案		

1. Graduate students must apply the online plagiarism detection application system and upload the thesis file before clicking Submit to the teaching assistant for review at least seven working days (excluding holidays) prior to the thesis/dissertation oral exam.

2. The rules for uploading the thesis files are as follows:

a. First, confirm whether the thesis file is over 40MB. If not, please upload it in one file. If more than 40MB, split it into several files and zip all these into one zip file to upload. For multiple

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Step 5: Click the “Submit” button.

Application form

Application date	(System generation)	Application no.	(System generation)
Name	<input type="text"/>	Email *	<input type="text"/>
Student ID no.	<input type="text"/>	Phone *	<input type="text"/>
Department	<input type="text"/>	Degree	<input type="text"/>
Supervisor 1 *	<input type="radio"/> inside <input checked="" type="radio"/> outside School : <input type="text"/> Department : <input type="text"/> Name : <input type="text"/>	Email of Supervisor 1 *	<input type="text"/>
Supervisor 2	<input checked="" type="radio"/> inside <input type="radio"/> outside <input type="text"/> Choose	Email of Supervisor 1	<input type="text"/>
Title *	<input type="text"/>		
File upload *	<input type="button" value="選擇檔案"/> 未選擇任何檔案		
Descriptions	1. Graduate students must apply the online plagiarism detection application system and upload the thesis file before clicking Submit to the teaching assistant for review at least seven working days (excluding holidays) prior to the thesis/dissertation oral exam. 2. The rules for uploading the thesis files are as follows: a. First, confirm whether the thesis file is over 40MB. If not, please upload it in one file. If more than 40MB, split it into several files and zip all these into one zip file to upload. For multiple files, be sure to indicate the chapter and section such as Chapter 1, Chapter 2, Section 1, etc. b. Supported file formats: Word, Text, PostScript, PDF, HTML, Word Perfect WPD, OpenOffice ODF, RTF, and Hangul HWP. 3. Print the online application form and with the graduate student and his/her advisor signing the paper form. 4. Department teaching assistants will help with the following procedures: Upon receiving the signed application, the department teaching assistant will confirm whether the data on the online system are correct. In case of any error, the document will be returned to the applicant for a reapplication. If no error is found, the teaching assistant will submit the application via the online system and verify the written application form (along with the head of department). 5. Students bring the applicant form and turn in to the Office of Research (Administrative building A700a). 6. Upon receiving the application form, the ORD will verify all information on the online system. In case of any error in data or files, the document will be returned to the student for a reapplication. If no error is found, the detection work will start and takes at least seven working days (excluding holidays). 7. Supervisors check the detection results: a. Supervisors from other schools: ask the teaching assistant to set the account and password for downloading the detection report. b. NTUE Supervisors: download files by logging in to the system and open them with their ID no. 8. The detection scope includes "Crossref," "Internet," "ProQuest," and "Publication" in the database. 9. Apply detection is free for one time only. For the same thesis for detection the second time or more, please go to the Office of Cashier to pay NT\$500 for another detection. Please re-apply online and bring the payment receipt to the Office of Research and Development for verification.		

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Step 6: Print out the application form. The graduate student and advisor must sign the form before submitting it to the department teaching assistant. Then, send the “signed application form” to the teaching assistant in your department to be approved.



National Taipei University of Education Master's and Ph.D. thesis plagiarism detection application form

Application date: _____ Application form no: _____

Student name		Contact number	
Student ID card		Email	
Department		Degree	
Advisor name		Advisor Email	
Thesis title			

Applicant/ Postgraduate (signature) : _____ Advisor(Signed) _____

Handled by departmental staff (for enrollment confirmation and online review): _____ Department head(Signed): _____

ORD Planning Section

First detection Receipt date Completion of detection date: _____

Step 7: Send the signed application form to the Office of Research and Development, Division of Comprehensive Planning (Office A700a).



National Taipei University of Education Master's and Ph.D. thesis plagiarism detection application form

Application date: _____ Application form no: _____

Student name		Contact number	
Student ID card		Email	
Department		Degree	
Advisor name		Advisor Email	
Thesis title			

Applicant/ Postgraduate (signature) : _____ Advisor(Signed) _____

Handled by departmental staff (for enrollment confirmation and online review): _____ Department head(Signed): _____

ORD Planning Section

First detection Receipt date Completion of detection date:

III. Detection progress checking

1. Graduate students can click “My List” to check the current detection progress.

National Taipei University of Education
Master's Thesis and Ph.D. Dissertation
Plagiarism Detection Application System

Application Form My List Logout

My Lists

No.	Application date	Audit date (Department staff)	Receive date (ORD)	Complete date (ORD)	Status	
1	2019-06-04	2019-06-06	2019-06-06	---	Detecting	View

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2. Upon receiving the application form, the ORD will review and confirm the correctness of data on the online system. In case of any error, the document will be returned to the applicant for a reapplication, the online system showing the status of “rejection”.

National Taipei University of Education
Master's Thesis and Ph.D. Dissertation
Plagiarism Detection Application System

Application Form My List Logout

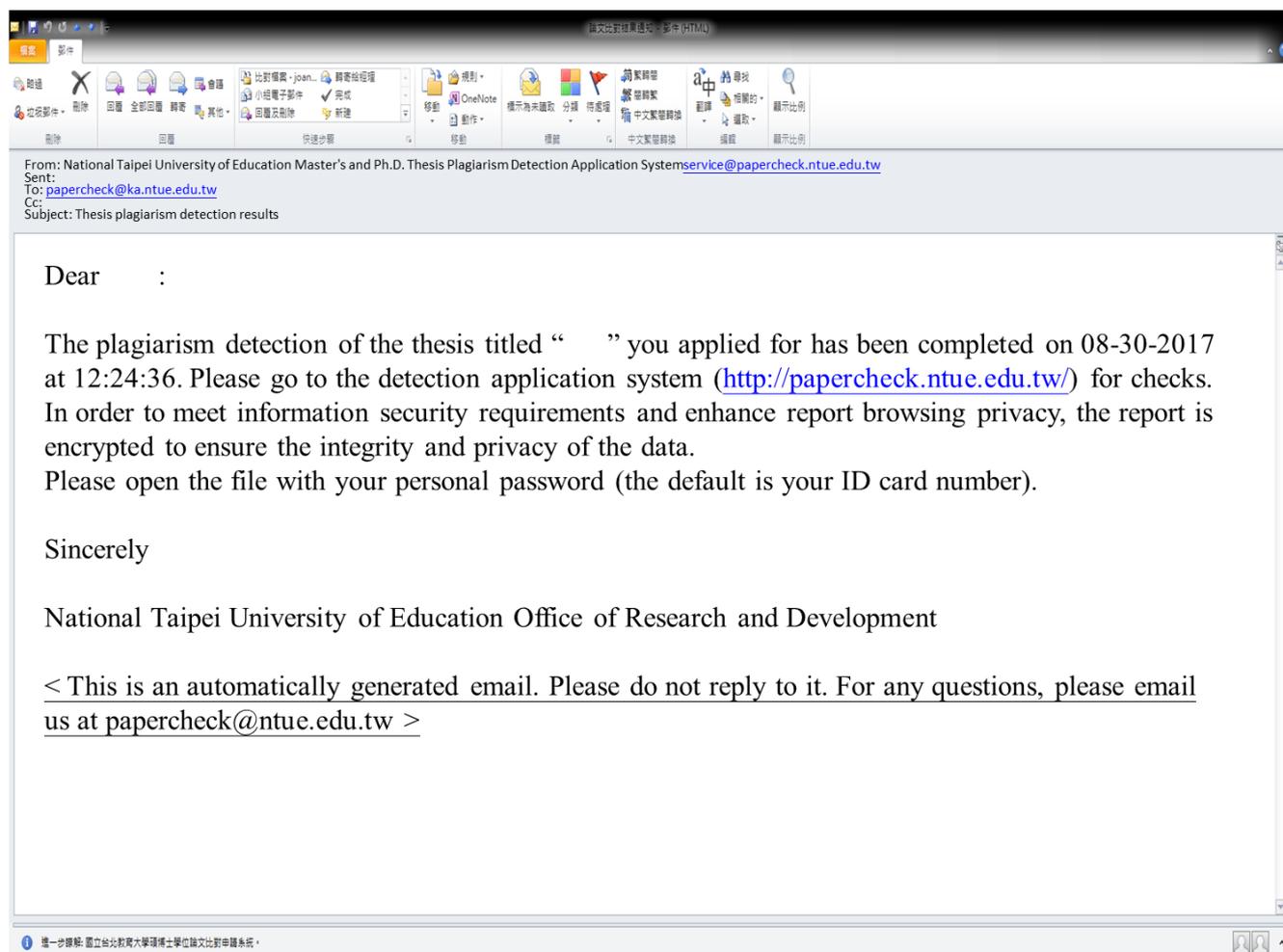
My Lists

No.	Application date	Audit date (Department staff)	Receive date (ORD)	Complete date (ORD)	Status	
1	2019-06-04	---	---	---	Rejection	View

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IV. Detection results

1. The detection work takes at least seven working days, excluding holidays. After the detection is completed, the system will automatically send an email to the applicant and advisor that the checking is completed. Then, the applicant and advisor can login the system to download the detection report.



2. Upon receiving a notification email for the detection report. The applicant can view the report by logging in to the system.

National Taipei University of Education
Master's Thesis and Ph.D. Dissertation
Plagiarism Detection Application System

Application Form My List Logout

My Lists

No.	Application date	Audit date (Department staff)	Receive date (ORD)	Complete date (ORD)	Status	
1	2019-05-31	2019-06-05	2019-06-05	2019-06-06	Completed	View



National Taipei University of Education
Master's Thesis and Ph.D. Dissertation
Plagiarism Detection Application System

Application Form My List Logout

Application Form

Application date	Application form no.
Name	Email
Student ID no.	Phone
Department	Degree
Supervisor 1	Email of Supervisor 1
Title	

Status : Completed

Audit date (Teaching assistant)	2019-06-05 (14:54:34)	Receive date (ORD)	2019-06-05 (14:55:47)	Complete date (ORD)	2019-06-06 (09:48:10)
Result	本次比對一個檔案 [File download]				

Reprint application form
Back to List Page

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V. Q&A

Q&A

1 Q: When was the online Master's Thesis and Ph.D. Dissertation Plagiarism Detection Application System launched?

A: Since September 18, 2017

Q: How long does it take to check?

2 A: Upon receiving the application, it will need at least seven working days (excluding holidays) to conduct the check. Therefore, be sure to consider that the oral exam schedule and the overall review schedule. It is important to apply for thesis plagiarism detection as soon as possible.

Q: What is the detection process for a second time?

3 A: Please go to the Office of Cashier Section to pay NT\$500, file the application via the online system in line with the first application process, and then attach the receipt to the written thesis plagiarism detection application form for verification.

Q: Has the school set a pass standard?

4 A: At present, the school has not yet set the pass standard.

Q: Which databases are used for detection?

5 A: The iThenticate thesis originality detection system database includes four items—"Crossref", "Internet", "ProQuest" and "Publication".

Q: How do I log in to the online Master's Thesis and Ph.D. Dissertation Plagiarism Detection Application System?

A:

6 (1) Graduate students: The account is student ID no.; the password is the ID card no.
(2) NTUE advisors: The account and password are the ID card no.
(3) Advisors from other schools: Please contact the teaching assistant of your department for the password.
