

# URKUND Software Overview

## HBCSE-TIFR, Mumbai

URKUND (now named Ouriginal) is a software that helps identify similarity between documents. The software is recommended by UGC and is also used by many universities and colleges across the world to address plagiarism issues.

This document is a brief overview of how a document analysis report can be generated using URKUND, for Ph.D. theses and other documents (assignments, papers, etc.)

### How does it work?

URKUND compares your submitted document against indexed sources, to identify textual and subject similarity.

Note that the similarity index score does not indicate that the document is plagiarized, as quoted content from other sources, with proper citations, will also contribute to the index score.

The interface provides easy access to navigate and examine the different sources identified. This allows re-calibrating the similarity index score, by excluding properly cited sources, included self-citations. The interface also gives access to the original material where the software detected the similarity.

### What percentage of copied content is permitted in a document?

Urkund does not recommend any percentage to judge whether portions of the text are plagiarized. This criteria is decided by the thesis guide and the university.

See [this document](#) for more details.

### What does the comparison process look like?

A brief overview of the process is given below (Refer Fig 1).

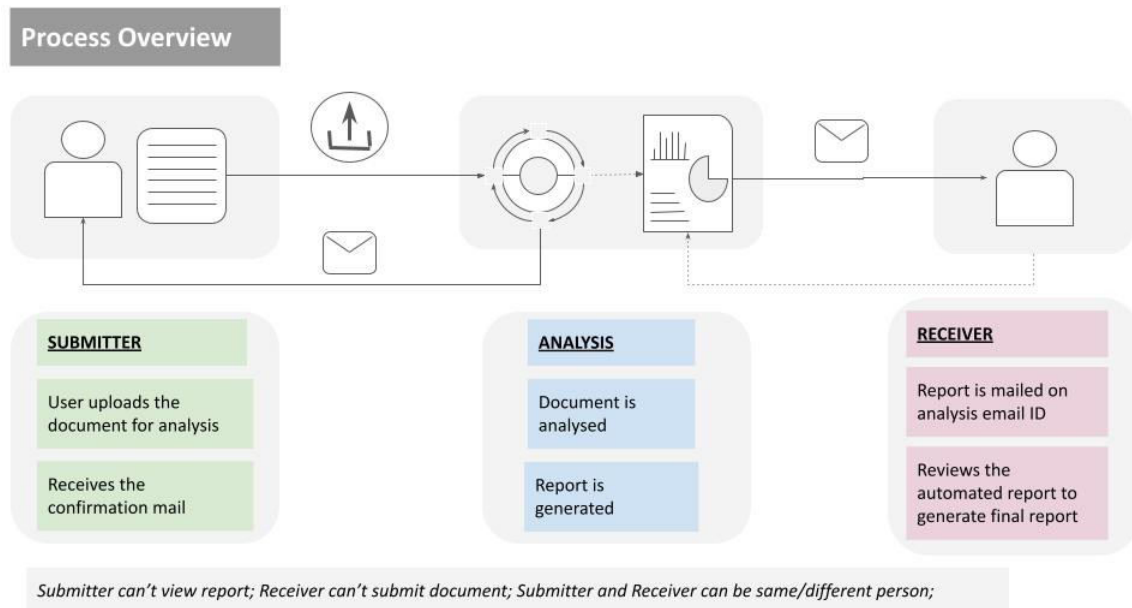
**Step 1:** Every submitter must have an account in Urkund. Members (Submitter) upload their documents (thesis/ assignments/ reports) via the user dashboard, and send the document to a designated email id (also known as analysis id). This is usually accessed only by the mentor or supervisor.

**Step 2:** Urkund checks the similarity of the document against multiple sources (Internet, published work, past student materials, etc.). The report generation is usually quick (~5min), but sometimes may take upto a day.

**Step 3:** An analysis report is generated, and sent to the faculty member's email id (Receiver - analysis email id). Usually only faculty members / mentors have access to the Receiver role.

**Step 4:** Faculty member (Receiver) reviews the report, and examines the identified sources, to calibrate the similarity percentage.

**Step 5:** The final report is then available to the Receiver (at the Receiver - analysis id).



*Fig 1: Process Summary*

## How do I submit a document? ( Submitter dashboard)

Once you login to the dashboard using your credentials, there is an “Upload” button on the top left panel of the web-inbox. Clicking on that will open the “Submit Document” page (Refer Fig 2.). Once the requisite details you would like to add with the document (like analysis email address, subject, message etc.) are filled in, you can upload the document and submit it for analysis.

**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 by email for each submitted document

Receiver

Analysis Address

Subject

Message

Documents

Valid file extensions: doc sxw tif tiff pdf txt rtf html htm wps xls ppt odt docx pptx odp ods pages xlsx ps hwp zip zip

Drop files here or click

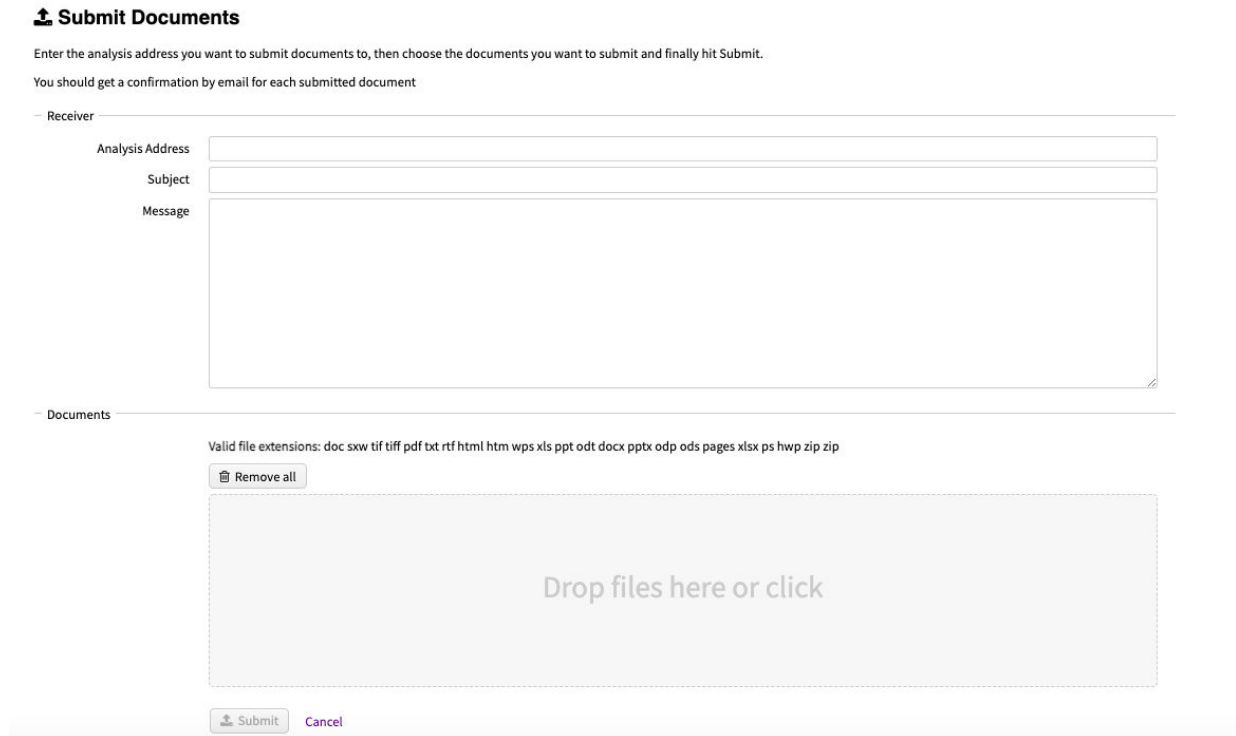


Fig 2: Submission Page

### Important points to attend to, while uploading the document

- Please ensure that all the references and sources, image captions, graph and schematic titles etc, are added to the document.
- Upload the document in the supported file format only. Supported file formats: 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
- Please ensure that the designated analysis id (Receiver id) is correct.
- Add subject and title to the uploaded document via the web-inbox.

- Urkund has a character limit of 400,000. If your document has more characters, it will be considered as more than one document. The number of documents are calculated using multiples of 400,000 characters.
- Ensure that your file name and title are filled properly and include identifiable details like your name and report title.

The software does not recognize: pictures, links (copied or shared), videos, scanned documents, or protected files. If such files are uploaded, the system sends an automated mail stating that the “file does not contain enough characters”.

### How does the “Receiver dashboard” look?

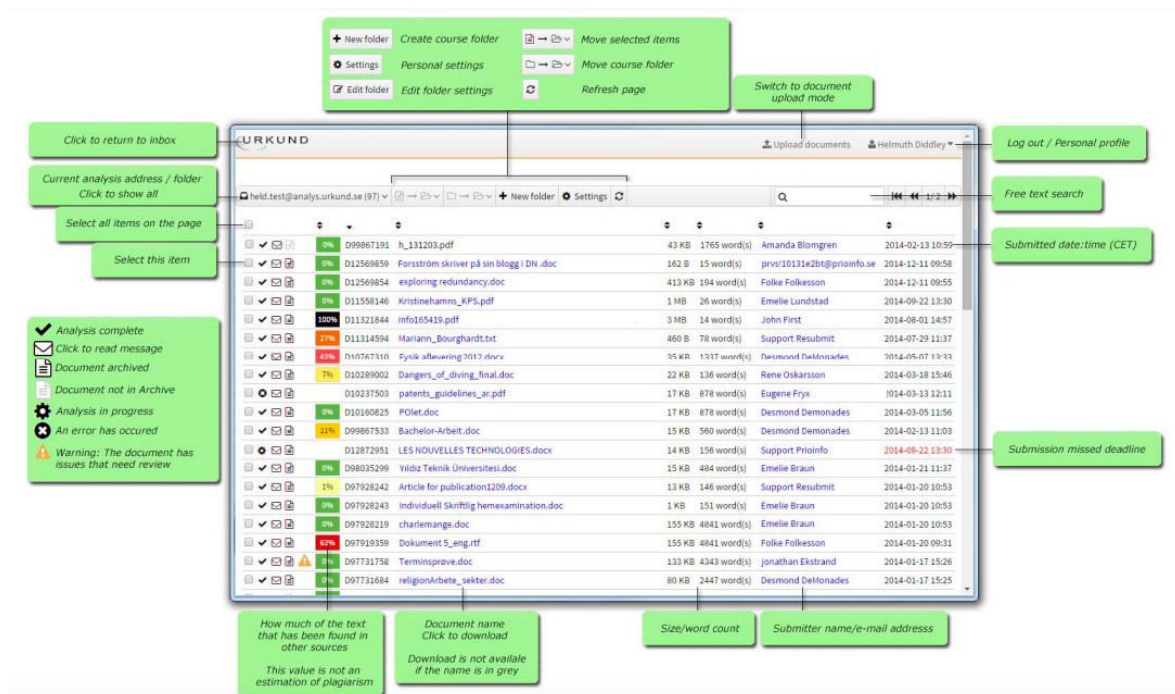


Fig 3 (a): Receiver’s web inbox overview (Image Courtesy: urkund.com)

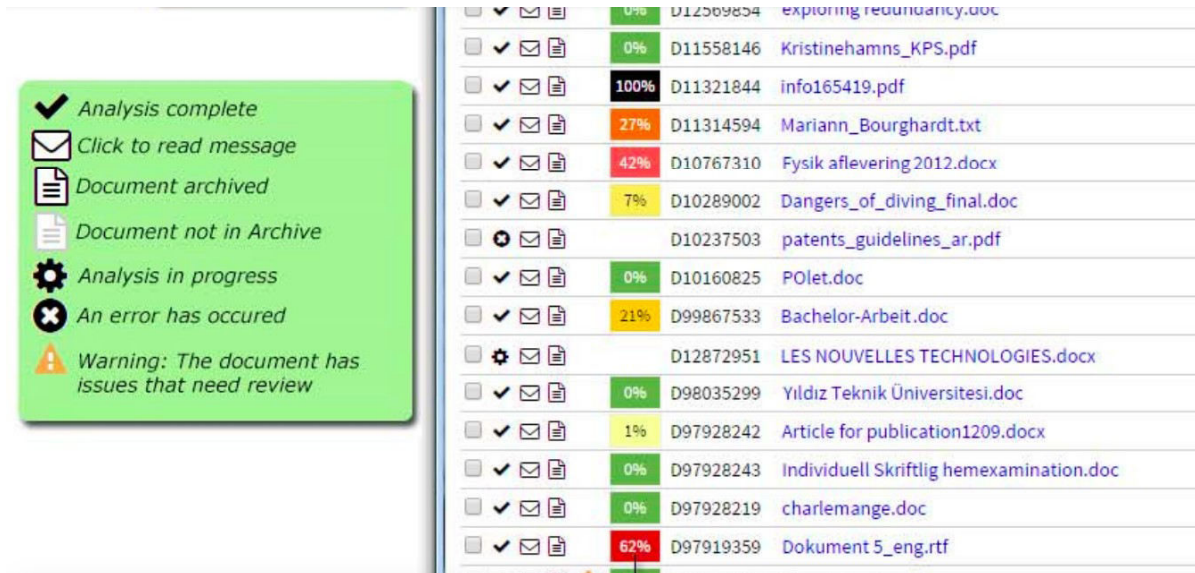


Fig 3 (b): Receiver's web inbox - Analysis icons (Image Courtesy: urkund.com)

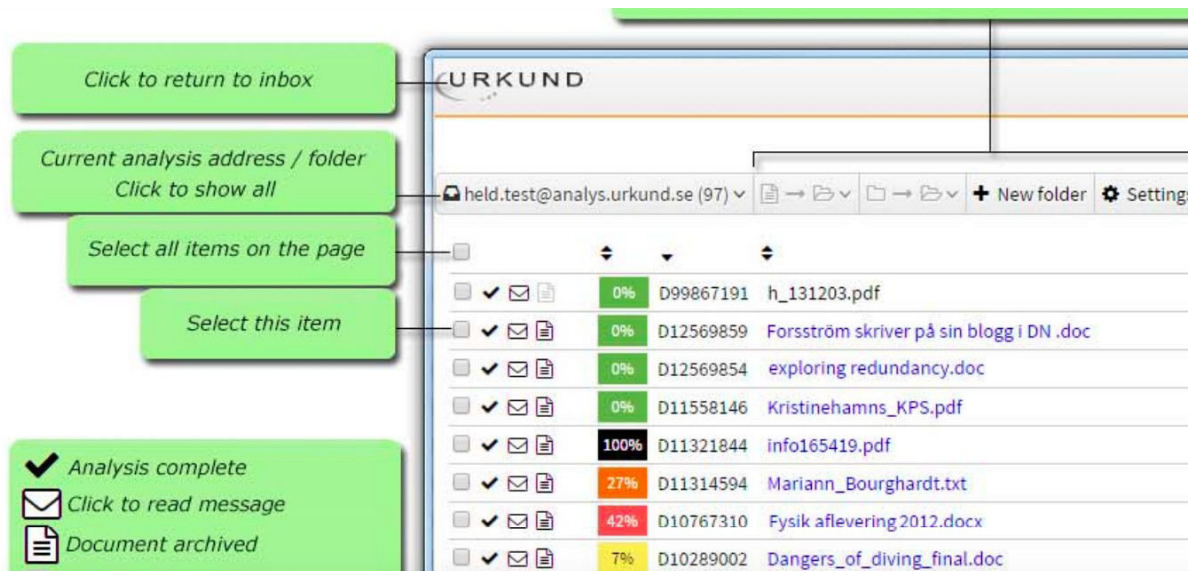


Fig 3 (c): Receiver's web inbox - Controls (part 1) (Image Courtesy: urkund.com)

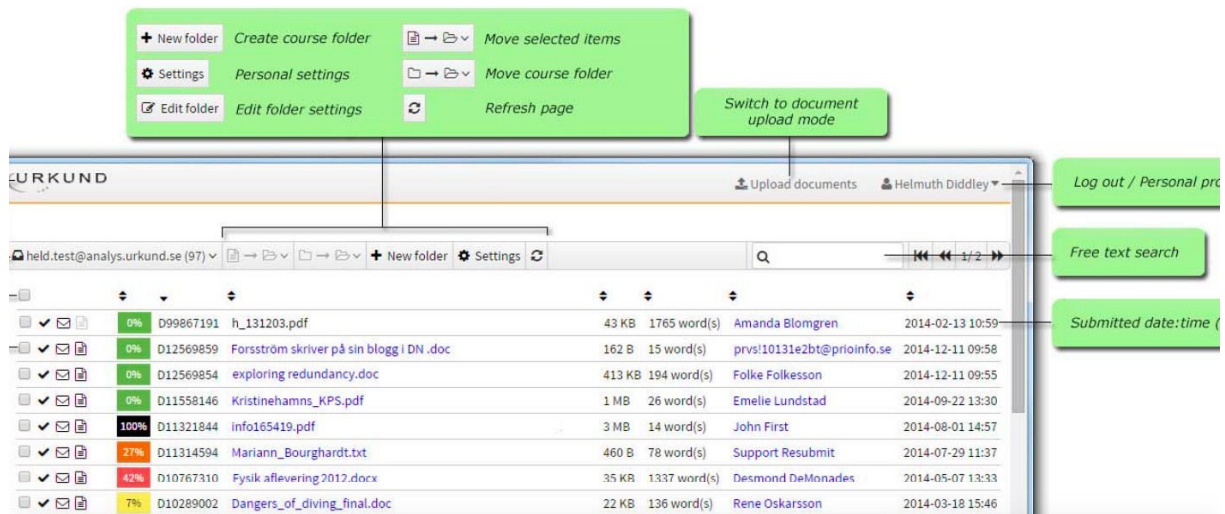


Fig 3 (d): Receiver's web inbox - Controls (part 2) (Image Courtesy: urkund.com)

[This document](#) has a picture-based summary of the Analysis Report.

### Analysis report for a thesis

For HBCSE Ph.D. students, a submitted thesis is required to have a plagiarism-check report appended to it. Research Scholars should coordinate with their supervisor while generating the final report, so that it can be appended with the thesis.

### Registration and queries

Institutional email ID is mandatory for getting an Urkund account. HBCSE Dean's office will provide the details of account and user id (to access the software) to all HBCSE members (staff, students, and faculty) to activate their accounts.

In case you have any queries, or if you haven't received your account details, please contact HBCSE Dean's office: [hbcdean@hbcse.tifr.res.in](mailto:hbcdean@hbcse.tifr.res.in)

## **References and further resources**

(Ouriginal is the new name of Urkund)

[Ouriginal CLTM User Guide.](#)

[Ouriginal email submission of assignments instructor guide](#)

[Ouriginal email submission of assignments student guide](#)

[Ouriginal Guide to Analysis Report](#)

[Ouriginal Guides & tutorials](#)

[Ouriginal quick start guide](#)

[Ouriginal webinbox inbox update](#)

[Ouriginal webinbox user guide](#)

[URKUND FAQ](#)

[URKUND JNU](#)

[URKUND User Guide IIT BHU](#)

[URKUND User Guide IIT Jammu](#)

[Urkund Support](#)

[URKUND Plagiarism Handbook](#)

[Video by INFLIBNET centre of India on Urkund Usage](#)