Similarity Detection Service

The University (“we”) use Similarity Detection Services: Turnitin and SafeAssign (“the Services”). They are methods of systematically checking student assignments for similarity. Turnitin is operated by Advance Publications. SafeAssign is operated by Anthology.

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## What the Services do

The Services search the following to identify any duplication with your work:

* world wide web
* extensive databases of reference material
* content submitted by other students.

The software does not make decisions about whether you have plagiarised, it simply highlights sections of text which have been found in other sources. In most cases, this text will be correctly cited. All work will continue to be reviewed by the School who set the assignment.

## How the assignments are used by the Services

You (or staff, on behalf of you) can submit assignments to the Services. Your school will have their own arrangements for this. Your work will be stored electronically on a database with your:

* your name
* email address
* course details
and
* institution.

Your work will then be compared for similarity against work submitted by other students at Bristol and from other universities. Additionally, it will be included as source documents in the Advance Publications or Anthology reference database solely for the purpose of detecting similarity in submitted papers.

If the Service detects a high degree of similarity with content in the database, this will be reported back to us. Your school can then investigate as they see fit in line with the University’s Examination Regulations. Any investigation is at the discretion of the University.

In this situation, we may share your personal data with academic staff from other institution(s) where matching content has been submitted. By signing our registration form, you are giving your consent for your data to be used in this way.

## Who controls the Services

We are the Data Controller (the person who controls the extent and use of data) for the data held or processed by or on behalf of the Services.

For us to make use of the Services, it will be necessary for personal data relating to you to be transferred to countries not governed by EU Data Protection legislation. However, Advance Publications and Anthology (the companies processing your data on our behalf) are bound by terms of contract to abide at all times by the Data Protection principles.

## How long the data will be kept by the Services

**Turnitin:** Student assignments will be retained for up to 20 years in order to enhance the Service by expanding the database of content used for comparison.

**SafeAssign:** Submitted papers are kept forever by default. The personal information, like names and email addresses, stays with the paper and is not removed after a period of time.

# How to find out what personal data the Services have about you

If you wish to find out exactly what personal data the Services hold about you:

1. email the Information Rights Officer on data-protection@bristol.ac.uk).
2. You will need to prove your identity before any personal information is disclosed to you (please see the [‘subject access request’](#_Subject_request_access) process).
3. The Information Rights Officer will contact the operator (Advance Publications or Anthology) on your behalf.

We may also hold personal data on you in relation to similarity (which it has received from the Services or elsewhere). Details of how to obtain access to such data is given in the [“Subject request access”](#_Subject_request_access) section.

# How to get your data removed from the Services

If you wish to have your data or an individually identified paper deleted:

1. contact the University’s Turnitin administrator at digital-education@bristol.ac.uk.
2. they will coordinate the request with the operator
3. you will receive written confirmation once the deletion is complete.

# Who owns the copyright to the work submitted to the Services

The copyright in the content submitted to the Services by you (or by staff on your behalf) remains yours at all times. The Services have no interest in obtaining the intellectual property rights for the content submitted by you.

By submitting content to either of the Services, you are granting a licence to them for them to use the copyright in the content for the purposes set out in these Regulations. Please refer to the 'Further Information' section for details of the University's policy on Intellectual Property.

Neither the University, the Services nor their data processors will seek to exploit the content submitted to them for any further commercial gain outside of this remit.

# Intellectual property policy

Please see our intellectual property policy for students, which is set out in the Rules and regulations for students booklet and [Policies | Study at Bristol](https://www.bristol.ac.uk/study/undergraduate/after-you-apply/policies/) .

# Subject request access

Information about how to make a ‘subject access request’ (the official process for requesting copies of information held about you) is available on [Data protection | University Secretary's Office](https://www.bristol.ac.uk/secretary/data-protection/)

# Website

Further information on Turnitin is available [on their website](https://www.turnitin.com/).

Further information on SafeAssign is available on [our Blackboard page](https://help.blackboard.com/SafeAssign/Student).