Turnitin Draft Coach Instructions for Students

Overview

Turnitin Draft Coach is an integrated writing tool for Microsoft Word 365 that provides Bellevue University students with instant feedback to improve writing, research, and citation skills before submitting an assignment. Draft Coach can help you avoid plagiarism and other writing issues by utilizing the similarity check, citation check, and grammar guide tools. Draft Coach can help you develop better writing habits by highlighting areas needing improvement, such as citation accuracy and paraphrasing, and by offering guidance to build confidence.

To access Turnitin Draft Coach, you must sign in to Microsoft Word Online using your Bellevue University Microsoft 365 account (username@my365.bellevue.edu). Draft Coach is not available when using a personal Microsoft account, the desktop version of Word, or for Bellevue University alumni.

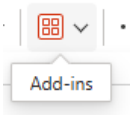
Adding Draft Coach to Microsoft Word 365

Before using Draft Coach for the first time, you need to add it to your Microsoft Word Online account:

1. Go to https://bruinconnect.bellevue.edu/
2. Sign in using your:
    - **Username:** Student ID number
    - **Password:** Bruin Connect password
3. Complete Multi-Factor Authentication (MFA) if prompted.
4. Select **Microsoft 365**.
5. When asked "Stay signed in?", choose **Yes** if using a personal device. Otherwise, select **No**.
6. From the Microsoft 365 home page, on the left sidebar, select **Apps.**

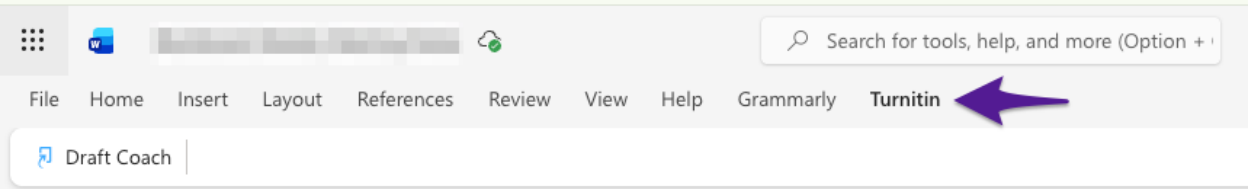
7. Select **Word.**
8. Open a new or existing document.

9. In the top ribbon, select **Home** → **Add-ins**.



10. Search for Draft Coach, then select Add.

You should now see the Turnitin menu item in the Word Online toolbar.

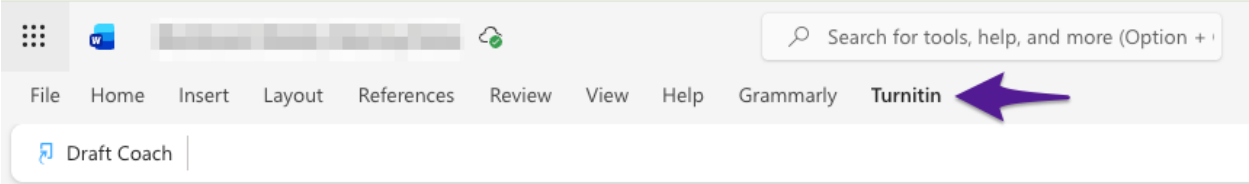


Using Draft Coach in Microsoft Word 365

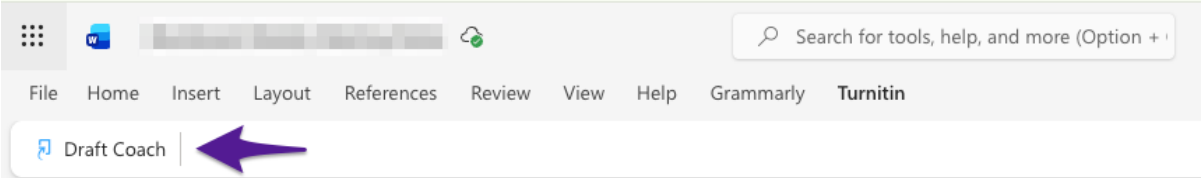
Once you have added Draft Coach to Microsoft Word 365, you can access it via the **Turnitin** menu in the Word toolbar.

1. Open Draft Coach

- In Microsoft Word 365, select the **Turnitin** menu from the toolbar.



- Select **Draft Coach**.



- A sidebar will open - select **Get Feedback Now.** You'll only need to accept permissions the first time you launch Draft Coach.

2. Choose a Draft Coach Tool

Once in Draft Coach, you will have three options: Similarity Check, Citations Check, and Grammar Guide. Visit "Understanding Your Draft Coach reports" for detailed information about these options.

Similarity Check

- Compares your draft to Turnitin's database and provides a Similarity Report.
- Limit: 3 checks per assignment - use on full drafts or major revisions.

Citations Check

- Identifies missing citations or references and checks for matching pairs.
- Unlimited use.

Grammar Guide

- Highlights grammar issues and offers suggestions.
- Unlimited use.

3. **Review Results**
   - Select each item in the sidebar to view details and recommended changes.
   - Revise your draft as needed, then rerun tools (where available).

Resources

- Turnitin Draft Coach FAQ
- Adding Draft Coach to Microsoft Word Online
- Understanding your Draft Coach reports

Technical Assistance

If you experience technical issues with Turnitin Draft Coach access, please contact **Bruin Support Services**.