



Trinka AI User Manual





About Trinka

Trinka is an AI-powered writing assistant designed for academic and technical writing. Trinka corrects advanced grammar errors and contextual spelling mistakes by providing writing suggestions in real-time. It helps academicians write in a formal, concise, and engaging manner. In addition to correcting grammatical errors, Trinka allows you to paraphrase the text and improve consistency, enabling you to enhance the quality of your writing based on your requirements.

Purpose of this document

This document is a detailed, step-by-step guide for the members of Jackson State University to explore and utilize the features of Trinka AI. It starts with the registration process and moves on to activating the Trinka Institutional Access plan, making grammar corrections, paraphrasing text, and finally, preparing your document for submission. By following this guide, you can seamlessly use Trinka and take full advantage of all its features.





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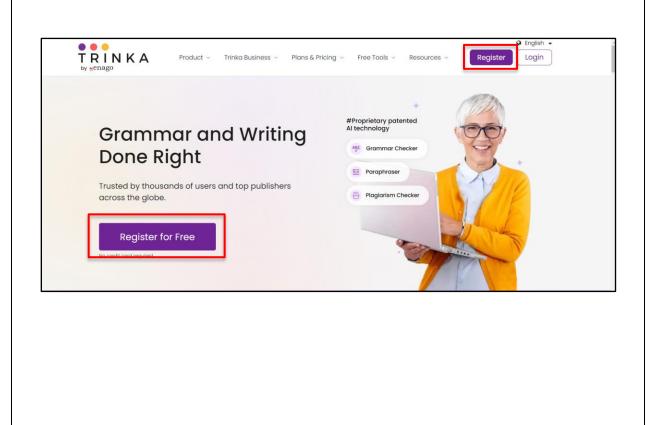


How to sign up on Trinka Al

All academicians, students, lecturers, and professors from Jackson State University can avail premium access to Trinka AI writing assistant by following the steps given below.

Step 1: Go to https://www.trinka.ai/

Step 2: Click on 'Register for Free' or 'Register' appearing on the web page as below:







Step 3: Register on Trinka

i) Use your university domains (@students.jsums.edu & @jsums.edu) to create an account. Please ensure that you are using email IDs having your university domain as this is necessary for enabling your access to Trinka Institutional Plan.

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Check your writing with Trinka Cloud Editor, MS Word Plugin, and Browser Extension	or create your account with email	
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journal acceptance	*By using trinka.aL you agree to our <u>Terms of Service</u> and <u>Priv</u>	acy Policy.

As a new user, you will be signed in as a Basic user. As you can see the basic tag in the image below on the left menu. As a Basic user, you will have a monthly quota of processing 5000 words on Trinka. The detailed process for upgrading to Trinka Institutional Access has been covered in the next section.

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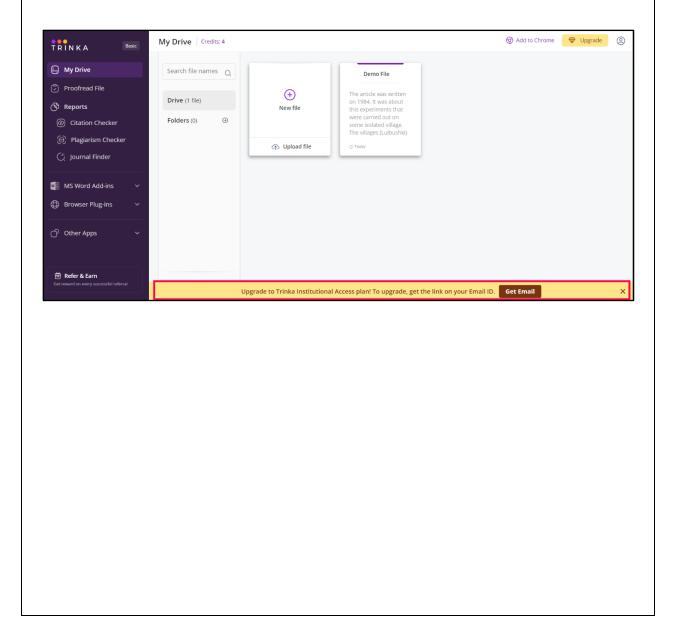




How to activate Trinka Institutional Access

Process to activate Trinka Institutional Access: Once you have successfully registered on Trinka, you will receive an email with the subject "Activate Trinka Institutional Access!"

<u>Note</u>: The below notification will appear until you complete the process to activate 'Institutional Access' on your account. You can click on "**Get email**" if you have not received an activation email.





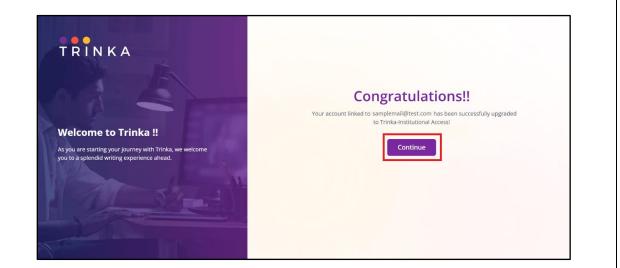


Once you receive the email, please follow the below steps: Step – 1) On the email, click on the button saying "Activate", if the button isn't visible, you can click on the link provided below the button: TRINKA Dear << User name>> , Thank you for signing up on Trinka! It gives us immense pleasure to inform you that as a member of Jackson State University, you will be upgraded to Trinka Institutional Access plan which gives you uninterrupted access to Trinka features. To activate Trinka Institutional Access plan, please click on the "Activate" button below. Activate Or use the below link: http://cloud.trinka.ai/institutionalupgrade/a2786bda-ad59-4f6a-9d04-6310b8cf92a7 Please note that once you are successfully upgraded, your subscription will be active for the below period: 10 October 2024 to 10 October 2025 In case of any assistance, please fill out the form using the link below: https://www.trinka.ai/jackson-state-university Regards, Team Trinka





Step – 2) Upon clicking on the link/button you will be redirected to a page displaying a confirmation message regarding successful upgrade. Click on the "Continue" button. You will be re-directed to Trinka's login page. Enter credentials and log in to Trinka.



Step 3) As the account is upgraded to "Institutional Access", you will see your university logo on the top left, which represents your Institutional Access subscription to Trinka.

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How to use Trinka Cloud Editor

Once you have registered on Trinka AI, you will be automatically signed in and can start using Trinka. If you have logged out of Trinka, you can login by visiting <u>https://cloud.trinka.ai/signin</u> and entering your email address and password.

Once logged in, you will be on 'My Drive'. On this page, you will be able to access all files that you create or upload on Trinka.

From My Drive, you can do the following:

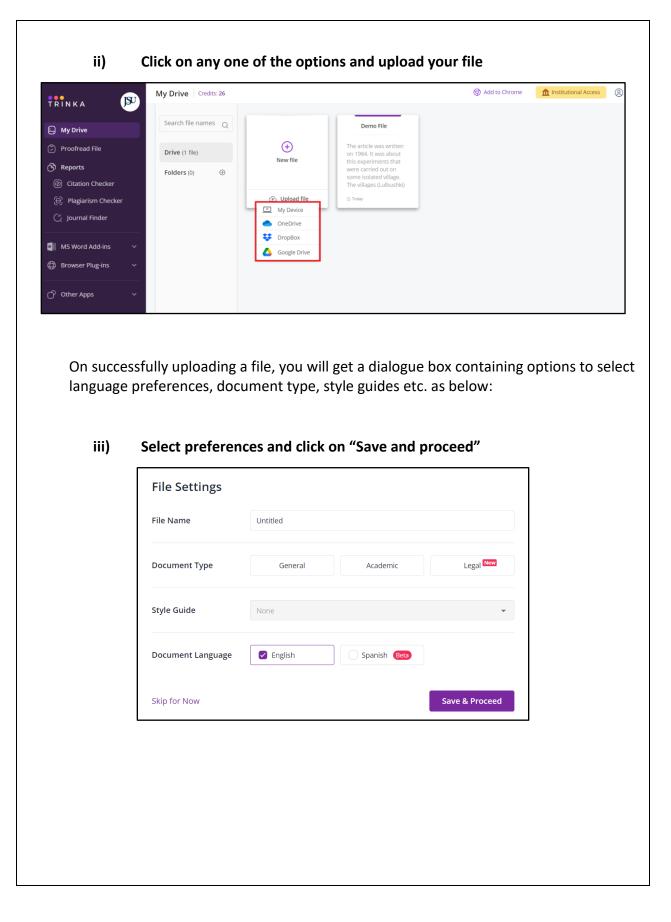
A. Upload a file from your system, OneDrive, Dropbox, or Google Drive:

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i) Click on "Upload file"

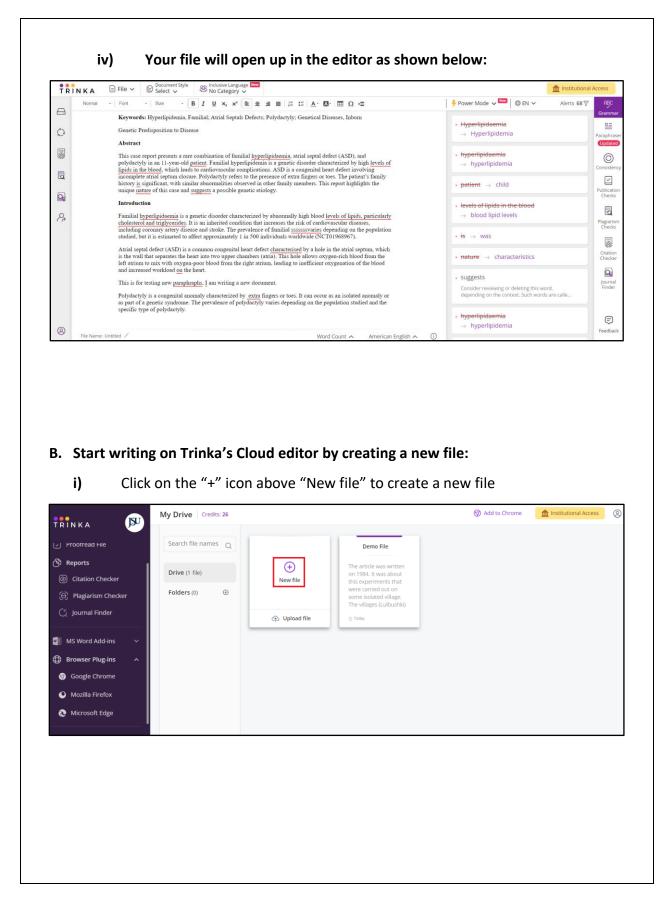
















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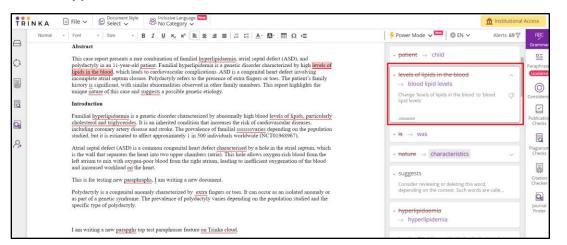




Edit your file using Trinka Cloud Editor

Once your file opens up in the cloud editor, Trinka AI will process your text and provide suggestions to improve the writing. The text for which suggestions have been given will be underlined and the suggestion cards will be visible on the right panel. You will be able to accept/reject the grammar suggestions. In the editor, the default check will be "Grammar".

i) Expand a suggestion card on the right panel to view the suggestion. It will appear as shown below:



ii) You can "accept the suggestion" by clicking on the text present in purple. After accepting the suggestion, the text is replaced in the file with the text in purple:

Change 'which leads' to 'leading'. \Box	
GRAMMAR	





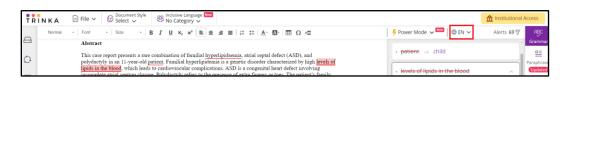
iii) You can "reject a suggestion" by clicking on the "Thumbs Down (♥)" button.
 After rejecting a suggestion, the text in your file will remain as is:

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Change 'which leads' to 'leading'.	P
GRAMMAR	-

iv) If necessary, you can change the "Document Style" using the respective option on the top menu:

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	Introduction	lipid levels'
5	Familial hyperlipidaemia is a genetic disorder characterized by abnormally high blood levels of lipids, particularly cholesterol and triglycerides. It is an inherited condition that increases the risk of cardiovascular diseases.	GRAMMAR Pub
2	including coronary artery disease and stroke. The prevalence of familial sassass varies depending on the population studied, but it is estimated to affect approximately 1 in 500 individuals worldwide (NCT01968967).	• is → was
0,	Atrial septal defect (ASD) is a common congenital heart defect characterised by a hole in the atrial septum, which is the wall that separates the heart into two upper chambers (atria). This hole allows oxygen-rich blood from the left atrium to mix with oxygen-poor blood from the right atrium, leading to inefficient oxygenation of the blood and increased workload on the heart.	- nature \rightarrow characteristics \sim C
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	roystacty is a congenitarianomic providence of polydactyly varies depending on the population studied anomaly or as part of a genetic systematic. The prevalence of polydactyly varies depending on the population studied and the specific type of polydactyly.	• hyperlipidaemia
	I am writing a new parapghr top test paraphraser feature on Trinka cloud.	→ hyperlipidemía

v) If necessary, you can change the language from the dropdown in the top right corner as shown in the image below:







vi) You can change the language variant [American/British] from the bottom right corner as shown in the image below: 25st of Nvember November 25 0 File Name: Demo File Word Count American English A • of the yak \rightarrow yaks vii) You can select the Editing mode as per your requirement TRINKA 🏦 Insti 🗧 Power Mode 🗸 🏧 - Font Size 🕀 EN 🗸 Alerts 69 77 Abstract Select Editing Mode O Learn More This case report presents a rare combination of familial <u>hyperlipidaemia</u>, atrial septal defect (ASD), and polydactyly in an 11-year-old patient. Familial hyperlipidemia is a genetic disorder characterized by high <u>levels of</u> <u>jipids in the blood</u>, which leads to cardiovascular complications. ASD is a congenial heart defect involving incomplete atrial septum closure. Polydactyly refers to the presence of extra fingers or toes. The patient's family history is significant, with similar showmalities observed in other family members. This report highlights the unique <u>nature</u> of this case and <u>suggests</u> a possible genetic etiology. 0= Power Mode 4 For grammar, spelling correction well as language enhancement 0 🔾 Lite Mode 🖉 For essential grammar and spelling correction Introduction \checkmark Familial hyperlipidaemia is a genetic disorder characterized by abnormally high blood levels of lipids, particularly cholesterol and triglycerides. It is an inherited condition that increases the risk of candiovascular diseases, including coronary attrey disease and stock. The prevalence of familia assessivative deponding on the population studied, but it is estimated to affect approximately 1 in 500 individuals worldwide (NCT01968967). • is → was 0

Power Mode:

- It corrects your language as well as enhances it with advanced AI suggestions. It also paraphrases the text lightly in order to bring clarity and fluency to your writing.
- <u>When to use</u>: Use Power Mode when you need both corrections and enhancements for your writing, especially if you aim to make your writing clearer, more fluent, and impactful.

Lite Mode:

- It focuses on correcting basic grammar, spelling, and punctuation mistakes. It helps keep your writing accurate.
- <u>When to use:</u> Use Lite Mode when basic grammar corrections are sufficient for your needs or you just want to proofread the content.





Edit your file using the Proofread File feature

Trinka's AI-powered "Proofread file" feature lets you proofread your file in minutes and download an AI-edited document containing suggestions as track changes. You can access this feature as per the below steps:

1. Click on "Proofread file" on the left menu:

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2. You will land on the "Proofread File" page as shown in the image below. To upload your file, you can click on "Trinka My drive", "My device" or "More" option:

] My Drive	Proofread Any Document	Ø
Proofread File	With Al \rightarrow	Drag & drop a file to get started
ලී Reports	Proofread doc/docx/LaTeX files in one go	doc/docx/LaTeX file type (Max 250 MB)
② Citation Checker	Auto edit files in both English and Spanish	OR
🕀 Plagiarism Checker	Download word file with trackable changes	
्रिं Journal Finder		Trinka My Drive My Device More
🗐 MS Word Add-ins 🛛 🗸		① How it works ③ View sample 备 Your data is secure
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3. Your file gets uploaded, and you will be able to set language preferences, suggestion choices, etc. Click on "Apply" after setting the preferences as per your choice:

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5. After clicking on "Start Proofreading", your file starts being processed. After completion, you will get a "Download" option. Click on "Download" to get a "trackchanged file" with the suggestions: i. While your file is being processed 🗑 Add to Chrome ▲ Institutional Access 0 Proofread file Credits: 28 **Proofread Any Document** P With AI Drag & drop a file to get started doc/docx/LaTeX file type (Max 250 MB) Proofread doc/docx/LaTeX files in one go OR Auto edit files in both English and Spanish Upload a file from Download word file with trackable changes Ð \bigcirc <u>.</u> My Device Trinka My Drive More (i) How it works 📔 💿 View sample 🛛 🗄 Your data is secure View edited files Q Search Demo File Manuscript_Hyperlipid... Your file is being proofread.. (=) C 26/Sep/24 6:43 PM EN (US) When the file gets processed, the "Download" option appears ii. f Institutional Access Proofread file Credits: 29 (Add to Chrome 0 **Proofread Any Document** Ð With AI Drag & drop a file to get started doc/docx/LaTeX file type (Max 250 MB) Droofread doc/docx/LaTeX files in one go OR Auto edit files in both English and Spanish Upload a file from Download word file with trackable changes ₽ ...) **i**... My Device More Trinka My Drive (i) How it works 📔 💿 View sample 🛛 🔒 Your data is secure Q Search View edited files Demo File Manuscript_Hyperlipid... 0% <u>120</u> 🕁 Download Ξ € Revisions Credit Used Power Mode 26/Sep/24 6:39 PM EN (US) Editable Score





iii. The downloaded file with Track Changes will contain suggestions provided by Trinka AI as comments.

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Paraphrase text in your file using Trinka AI

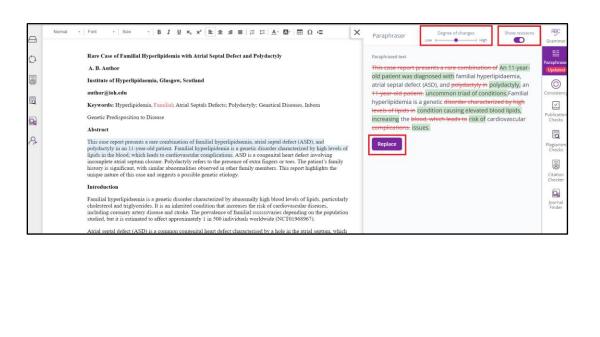
A) After uploading your file, click on the "Paraphraser" option on the right panel: TRINKA = File ~ Document Style Select ~ 8 No Category ~ 俞 In · B I U ×₂ ×* ≧ Ξ Ξ Ξ ΙΞ ΙΞ Ξ Δ· ⊠· ⊞ Ω +Ξ Alerts 69 Normal - Font - Size 7 Rare Case of Familial Hyperlipidemia with Atrial Septal Defect and Polydactyly Hyperlipidaemia 01 3 A. B. Author -> Hyperlipidemia Institute of Hyperlipidaemia, Glasgow, Scotland Update hyperlipidaemia 0 author@ioh.edu -> hyperlipidemia Keywords: Hyperlipidemia, Familial; Atrial Septals Defects; Polydactyly; Genetical Diseases, Inborn \leq Genetic Predisposition to Disease - patient \rightarrow child 2 Abstract This case report presents a rare combination of familial hyperlipidaemia, atrial septal defect (ASD), and polydactyly in an 11-year-old patient. Familial hyperlipidemia is a genetic disorder characterized by high levels of lipids in the bloch, which leads to cardiovascular complications. ASD is a congenital heart defect involving incomplete atrial septum closure. Polydactyly refers to the presence of extra fingers or toes. The patient's family history is significant, with similar abnormalities observed in other family members. This report highlights the unique <u>nature</u> of this case and <u>suggests</u> a possible genetic etiology. · levels of lipids in the blood d → blood lipid levels 0 Plagiarisr Checks • is -> was Citation Checker Introduction nature → characteristics Familial hyperlipidaemia is a genetic disorder characterized by abnormally high blood levels of lipids, particularly cholesterol and righycerides. It is an inherited condition that increases the risk of cardiovascular diseases, including coronary artery disease and stroke. The pervelance of fimilial assessivations depending on the population studied, but it is estimated to affect approximately 1 in 500 individuals worldwide (NCT01968967). 0 suggests Journal Finder Consider reviewing or deleting this word, depending on the context. Such words are calle... Atrial septal defect (ASD) is a common congenital heart defect characterised by a hole in the atrial septum, which





B) Select text from your file and click on the "Paraphrase" button ☑ Document Style Select ∨
Mo Category ∨ 🏦 Institu RÎNKA 🖹 File 🗸 - Size - Font · B I U ×₂ ײ ≡ Ξ Ξ Ξ Ξ Ξ Ξ Δ· Δ· ⊞ Ω →Ξ × Paraphraser Degree ABC Normal Rare Case of Familial Hyperlipidemia with Atrial Septal Defect and Polydactyly A. B. Author Institute of Hyperlipidaemia, Glasgow, Scotland Select text from the editor to Paraphrase \odot author@ioh.edu - Size - B I U Xe X^e E ± d = 12 ± A-Keywords: Hyperlipidemia, Familial; Atrial Septals Defects; Polydactyly; Genetical Diseases, Inborn \checkmark It was about this experiments that were carried Genetic Predisposition to Disease ublicati Checks out on some village. The villages was located in a Abstract ats a rare combination of familial hyperlipidaemia, atrial septal defect (A ear-old patient. Familial hyperlipidemia is a genetic disorder characteriz in hear and a complications. ASD is a congenital heart def mountainous region and well built yak roamed the in an 11-y pastures. Plagiarise assultar complexitions ASD is a congenital heart defect involving tinfact the Paraphrane → hyly refers to the presence of extra fingers or toes. The patient's fam infact when extra failties observed in other family members. This report highlights the of this case and suggests a possible genetic etiology. ₽ Paraphrase ā Citation Checker Introduction Familial hyperlipidaemia is a genetic disorder characterized by abnormally high blood levels of lipids, particularly cholesterol and trighycerides. It is an inherited condition that increases the risk of cardiovascular diseases, including corona and stroke. The pervalence of finalital assassvarias depending on the population studied, but it is estimated to affect approximately 1 in 500 individuals worldwide (NCT01968967). 0 Journal Finder Atrial septal defect (ASD) is a common congenital heart defect characterised by a hole in the atrial septum, which a) This hole al ner chambe c) You will be able to see the paraphrased text on the right. Click on replace to replace the original (selected) text. You can choose to hide the changes and also set a degree

of change from "Low" to "High"







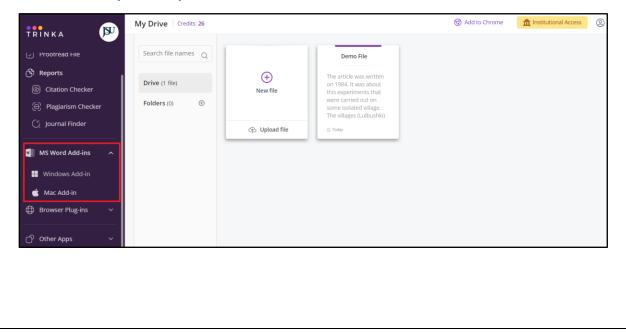
How to install Trinka Plugins/Addins

Trinka AI is available as MS Word Addins and plugins for popular browsers such as Google Chrome, Mozilla Firefox, and Edge. You can install them by clicking on the options highlighted in the image below:

i) You can install the plugin for the specific browser by clicking on the respective option for your browser.

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	Search file names Q		Demo File			
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MS Word Add-ins V						
Google Chrome						
 Mozilla Firefox Microsoft Edge 						

ii) You can install the Word Add-in for Windows and Mac by clicking on the respective option.







Additional Notes

- 1. More information about how to use Trinka is available at <u>https://www.youtube.com/playlist?list=PL9shMilLZcA9YwwQrkSHJnh9oTQtYQ1TP</u>
- In case of any technical, usage, or any other difficulty please approach our helpdesk for a solution by filling out the below form: Link: <u>https://www.trinka.ai/jackson-state-university</u>
- 3. Use your Trinka credentials to access Enago Read (<u>https://www.read.enago.com/</u>) and Enago Reports (<u>https://www.reports.enago.com/</u>).