

About Trinka

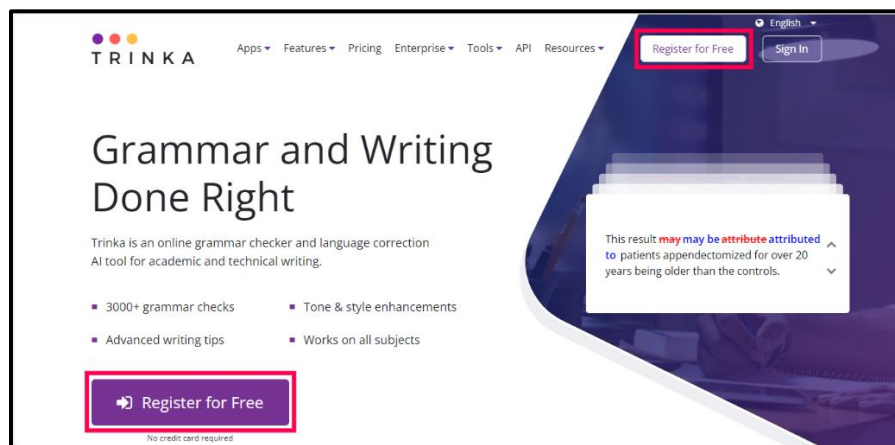
Trinka is an AI-powered writing assistant designed for academic and technical writing. Trinka corrects advanced grammar errors and contextual spelling mistakes by providing writing suggestions in real-time. It helps academicians write in a formal, concise, and engaging manner. In addition to correcting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

All academicians, students, lecturers, and professors from Universidad de Granada can avail premium access to Trinka AI writing assistant by following the guide given below.

How to sign up for Trinka AI

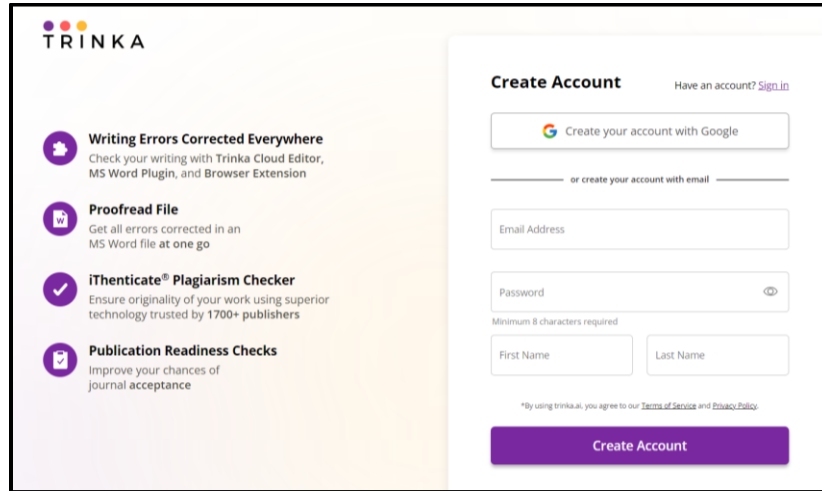
Step 1: Go to <https://www.trinka.ai/>

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



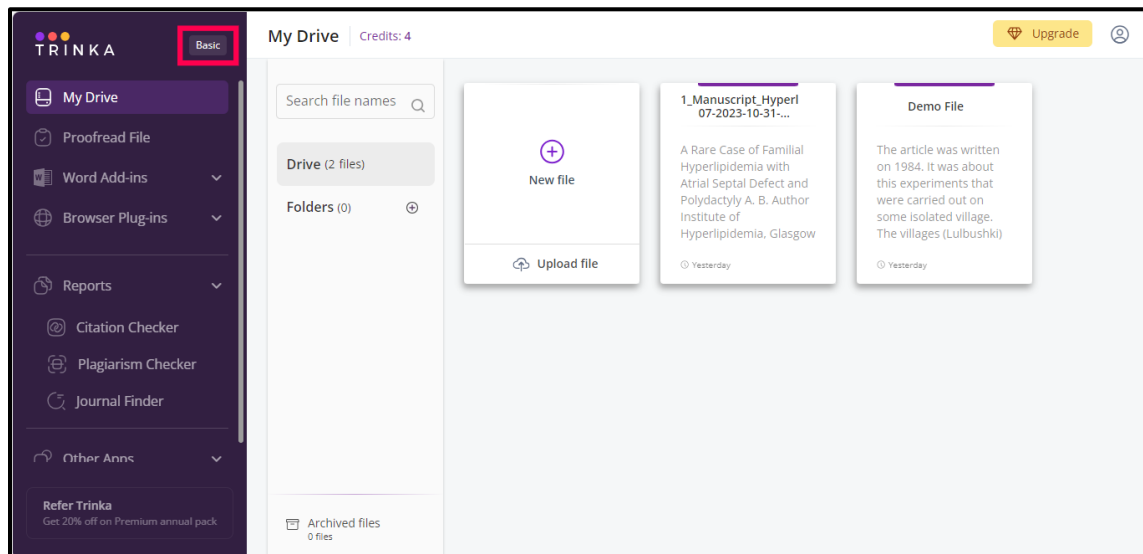
Step 3: Register on Trinka

- i) **Use your university domains (@ugr.es and @decsai.ugr.es) to create an account. Please ensure that you are using email IDs having your university domains as this is necessary for enabling you access to Trinka Premium.**



The image shows the 'Create Account' page on the Trinka website. On the left, there are four features listed: 'Writing Errors Corrected Everywhere', 'Proofread File', 'iThenticate® Plagiarism Checker', and 'Publication Readiness Checks'. On the right, there is a 'Create Account' form. The form has a 'Create your account with Google' button, followed by a link 'or create your account with email'. Below this are input fields for 'Email Address', 'Password' (with a minimum 8 characters requirement), 'First Name', and 'Last Name'. At the bottom, there is a 'Create Account' button and a small disclaimer: '*By using trinka.ai, you agree to our Terms of Service and Privacy Policy.'

As a new user, you will be signed in as a Basic user. As indicated on the left menu in the image below, your subscription status would be “Basic” which would be subsequently upgraded to Premium within 48 hours. As a Basic user, you will have a monthly quota of processing 5000 words on Trinka.



How to use Trinka Cloud Editor

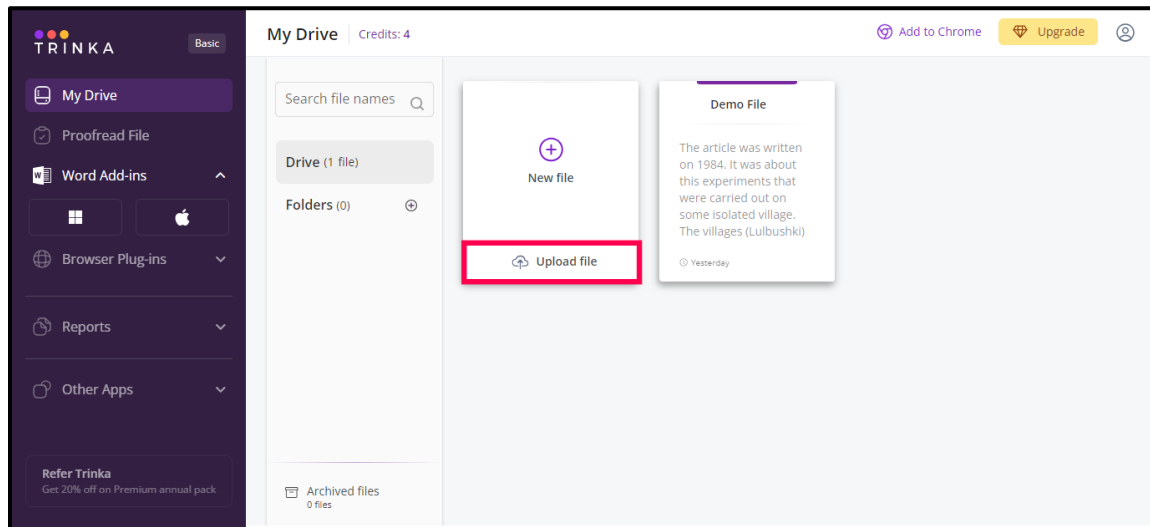
Once you have registered for Trinka AI, you will be automatically signed in and can start using Trinka. If you have logged out of Trinka, you can login by visiting <https://cloud.trinka.ai/signin> and entering your email address and password.

Once logged in, you will be on 'My Drive' and can start using the platform. On this page, you will be able to access all documents which you create on Trinka.

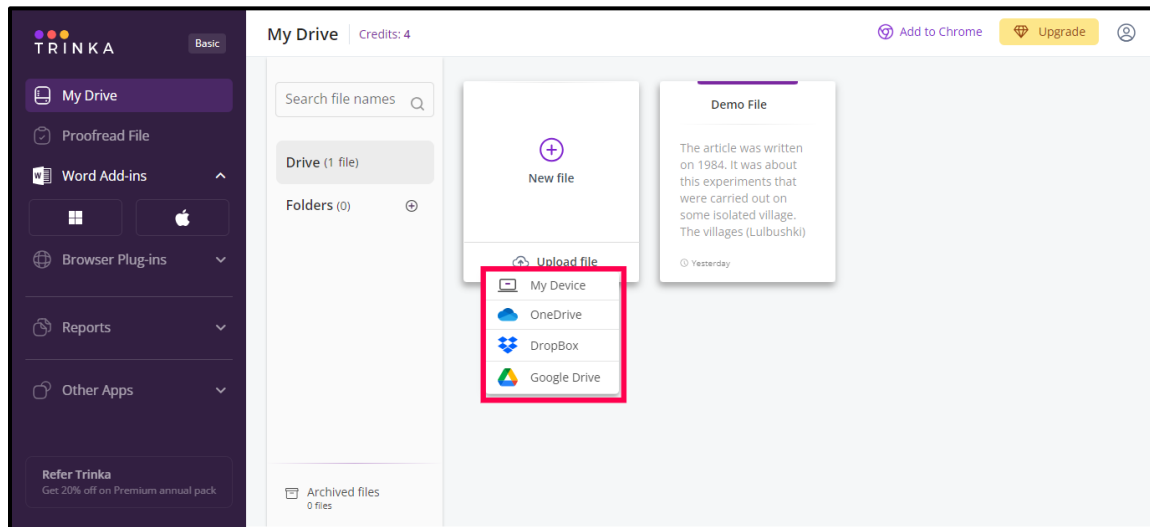
From My Drive, you can do the following:

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

i) Click on "Upload file"

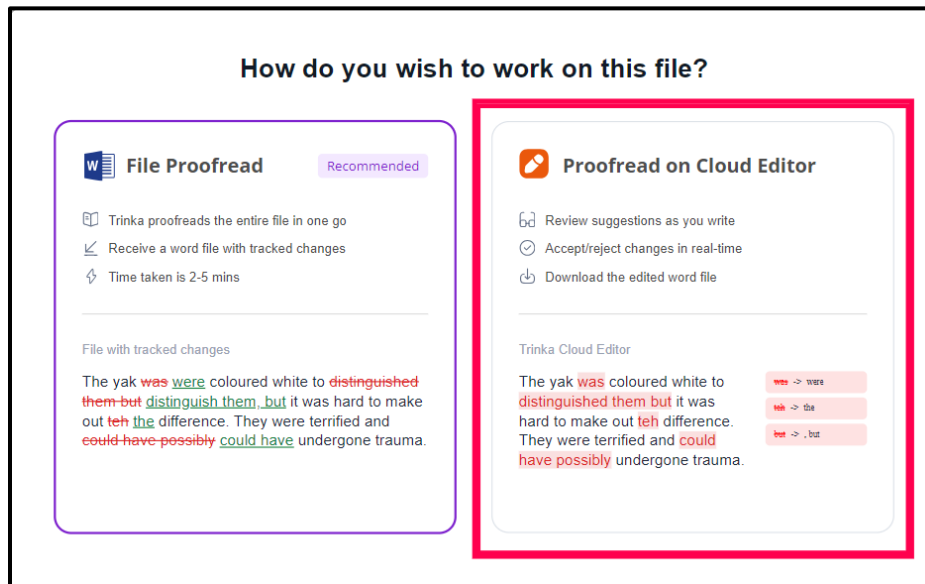


ii) Click on any one of the options and upload your file



On successfully uploading a document, you will be able to choose between “File Proofread” and “Proofread on Cloud Editor”.

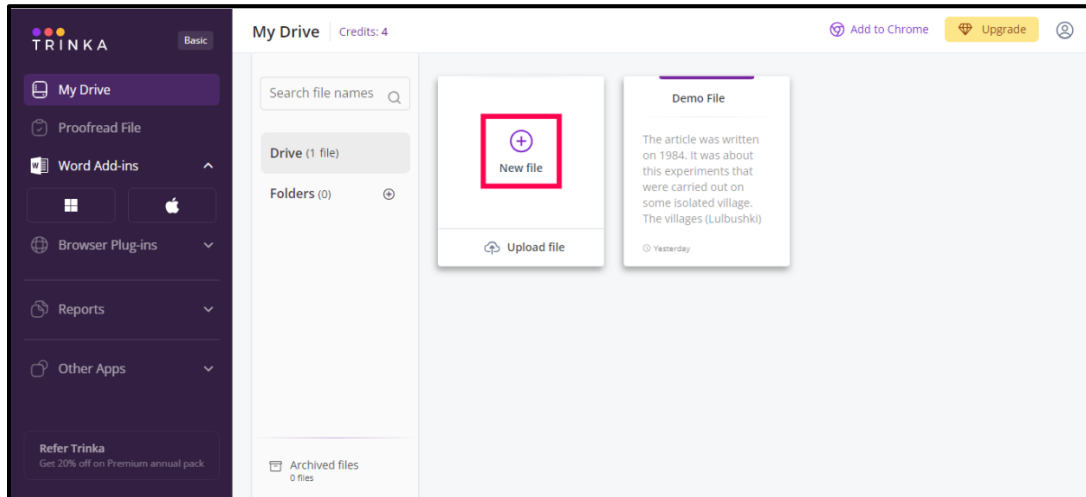
iii) Click on – “Proofread on Cloud Editor”



After clicking on the same, you will get a dialogue box containing options to select language preferences, document type, style guides etc. as below:

B. Start writing on Trinka's Cloud editor using the "+" icon to create a new file:

i) Click on the "+" icon above "New file" to create a new file



You will get a dialogue box containing options to select language preferences, document type, style guides etc. as shown below:

ii) Select preferences and click on "Save and proceed"

Get Better Results

Share few details for personalized suggestions

File Name

Language Preference

Document Type

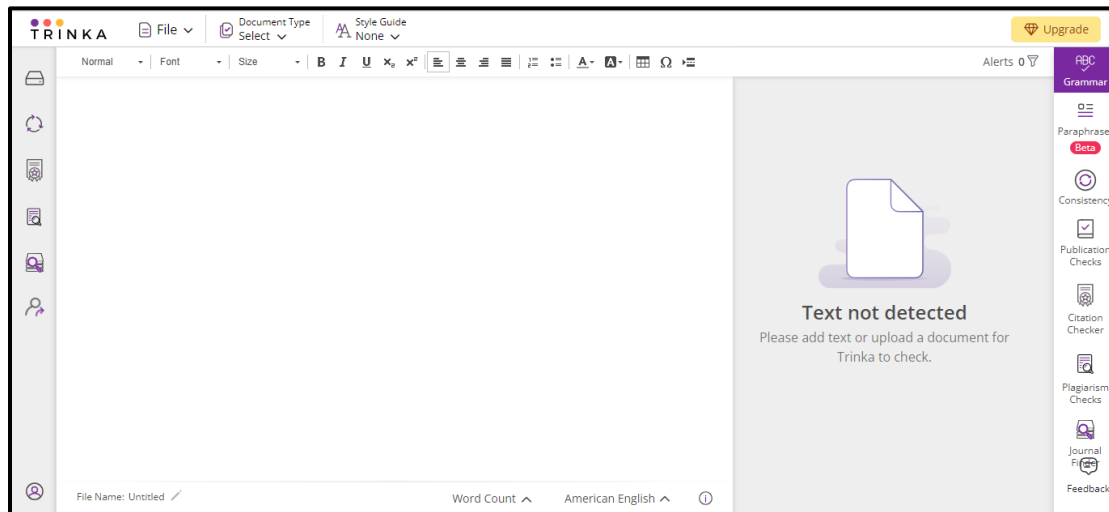
Style Guide

Subject Area

Paper Type

[Skip for Now](#)

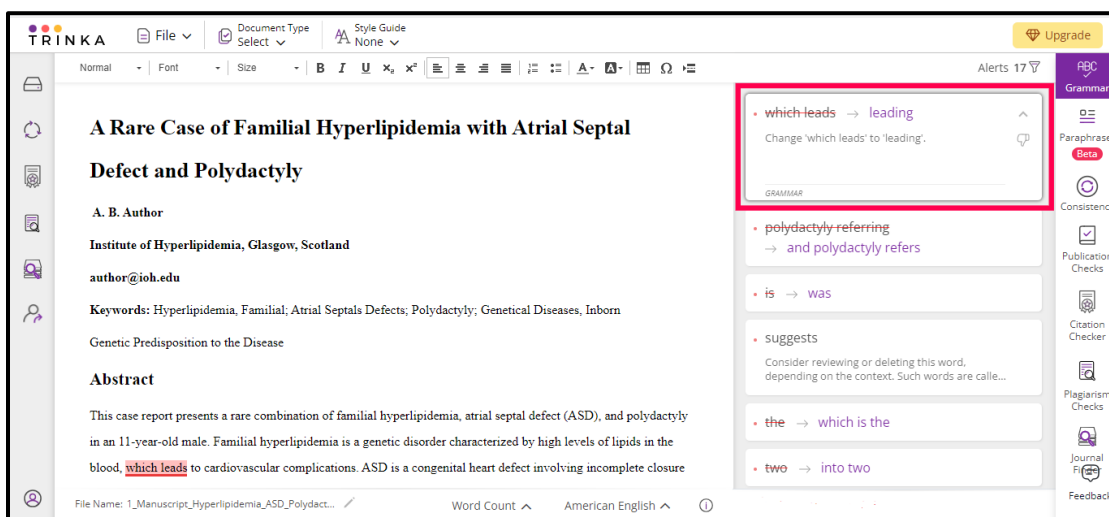
iii) A new document would open up as shown below:



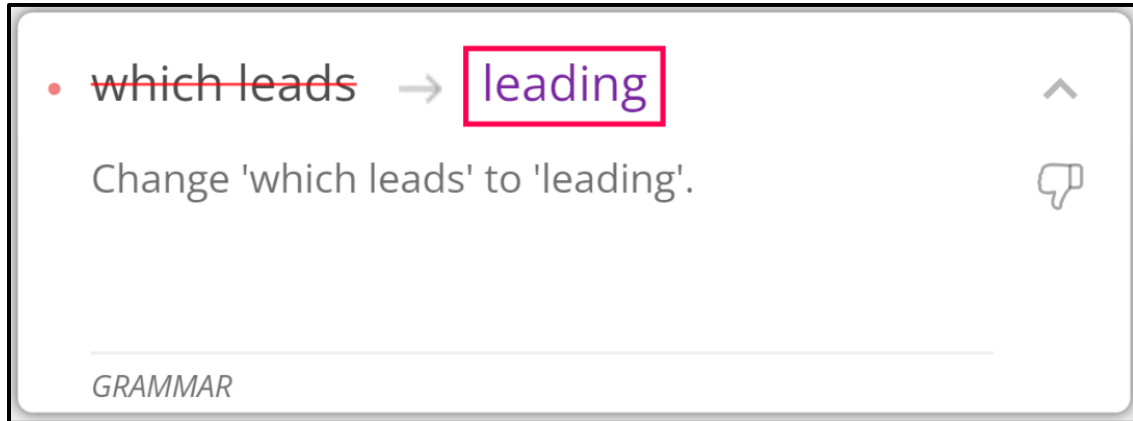
Edit your document using Trinka Cloud Editor

Once your document 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”. You can navigate to other checks like Paraphrase or Consistency using the right side menu.

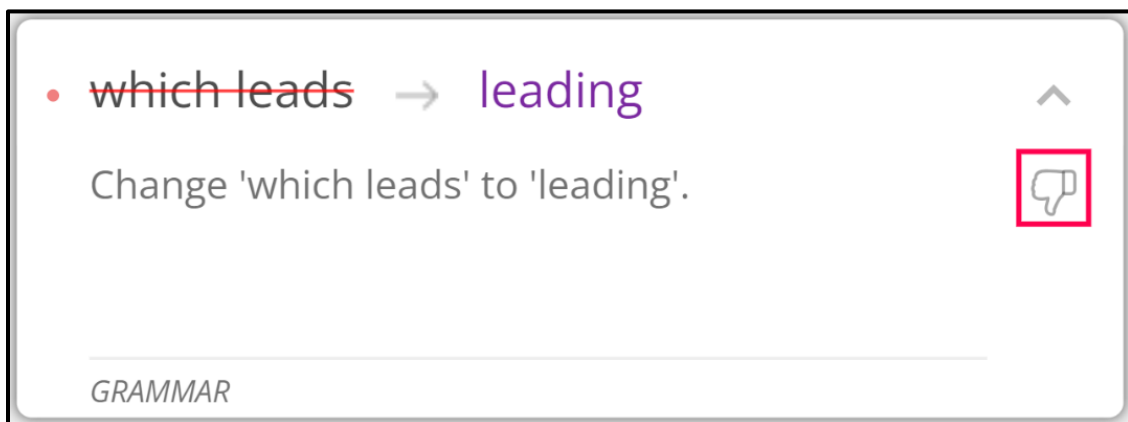
i) Expand a suggestion card on the right panel to view the suggestion. It will appear as shown below:



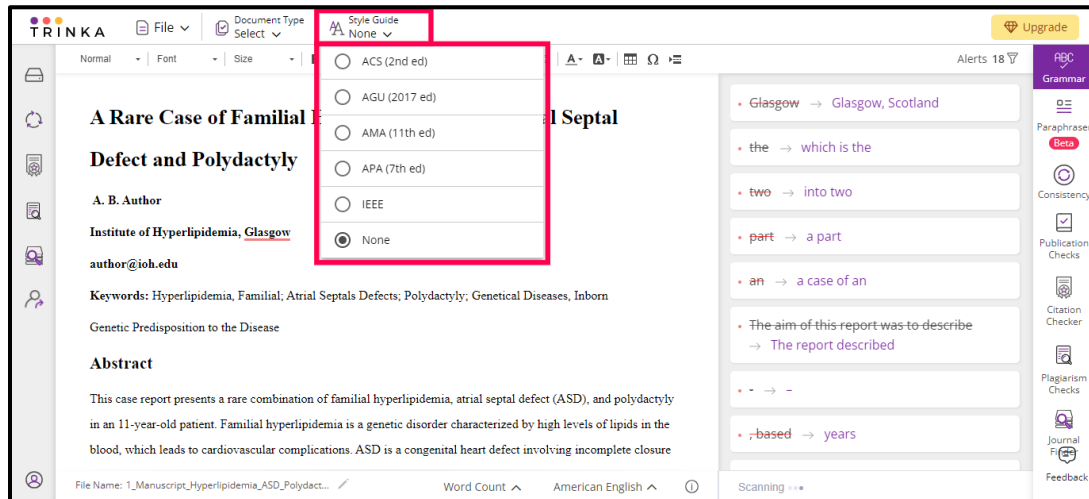
- ii) “Accept a suggestion” by clicking on the text highlighted in **purple**. After accepting a suggestion, the text will be changed to the suggested text (in purple) and the underline would disappear:



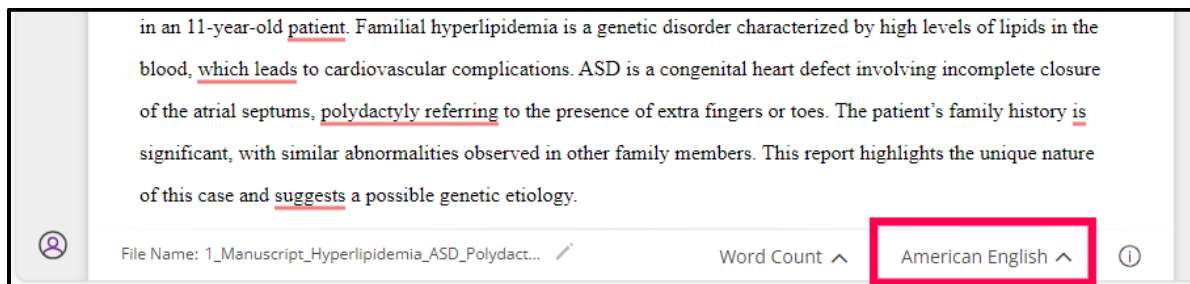
- iii) “Reject a suggestion” by clicking on the “Thumbs Down (👎)” button. After rejecting a suggestion, the text in your document will remain as before and the underline would disappear:



- iv) If necessary, you can change the “Style Guide” using the respective option on the top menu as below:



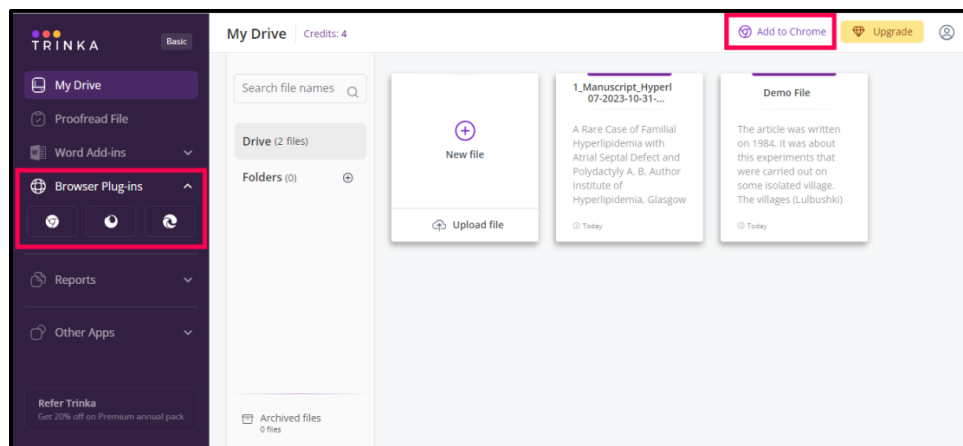
- v) If necessary, you can change the language variant using the “Up Arrow (^)” on the bottom right corner of the editor.



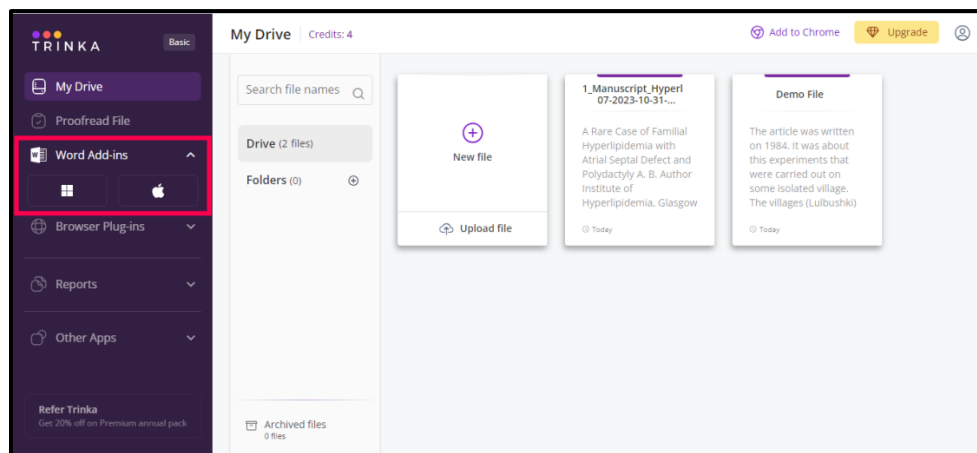
How to install Trinka Plugins/Addins

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 option marked below:

- i) **You can install the plugin for the specific browser by clicking on the respective icon for your browser. Alternately, Trinka Cloud Editor detects the browser being used and displays option for installing the extension on the browser on the top right corner.**

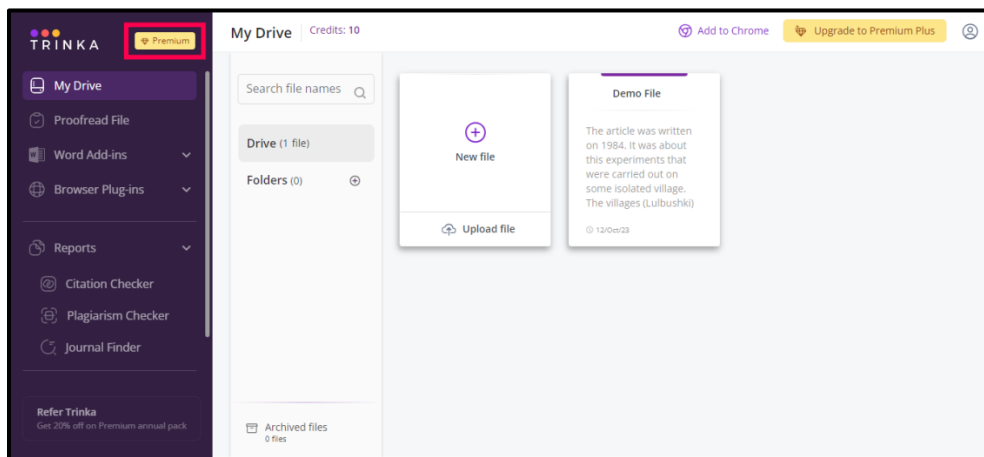


- ii) **You can install the Word Add-in for Windows and Mac by clicking on the respective icon.**



Additional Notes

1. More information about how to use Trinka is available at <https://www.youtube.com/playlist?list=PL9shMilZcA9YwwQrkSHJnh9oTQtYQ1TP>
2. Your account will be upgraded to “Premium” within 48 hours by Trinka Support team. Meanwhile, Trinka can be accessed under the Basic version.
3. Once the account is upgraded to Premium, you will see the premium tag on the left menu badge which represents your premium subscription to Trinka.



4. In case of any technical, usage, or any other difficulty please approach our helpdesk for a solution by filling out the form. Link: [University of Granada | Helpdesk \(trinka.ai\)](https://www.universityofgranada.es/en/helpdesk/trinka-ai)
5. Use your Trinka credentials to access Enago Read (<https://www.read.enago.com/>) and Enago Reports (<https://www.reports.enago.com/>) .