

# Creating an Assignment with SafeAssign

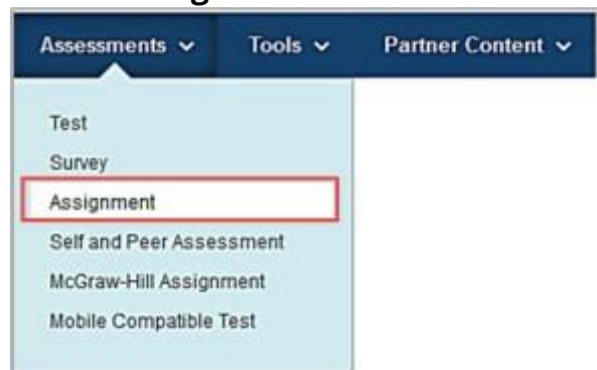


**SafeAssign** is a plagiarism detection tool which is integrated into Blackboard. SafeAssign compares submitted assignments against a set of academic papers to identify areas of overlap between the submitted assignment and existing works. SafeAssign is based on a unique text matching algorithm capable of detecting exact and inexact matching between a paper and source material.

1. To create an assignment using SafeAssign, first create an assignment in the usual way. Click on the **Assignment** in the **Course Menu**



2. Within the content area menu, click the drop-down arrow next to **Assessments** and choose **Assignment**



3. Insert a **Name** for the assignment and **Instructions**. **Attach a file** if you wish.

Enter **Due Dates** and **Points Possible**. Optionally associate a **Rubric**.

4. To use **SafeAssign** with this assignment, click on **Submission Details**.

5. Choose the **Assignment Type** (step 1) and select the **Number of Attempts** (step 2).

6. Next to **Plagiarism Tools** check the box to “Check submissions for plagiarism using SafeAssign.”

7. If you would like to allow students to view their SafeAssign originality report, check the box for “Allow students to view SafeAssign originality report for their attempts” (step 4)
8. Decide whether or not you would like to exclude submissions (step 5)
  - a. Excluding submissions: If you check the box to exclude submissions, students can submit multiple attempts (for example: drafts) without their work being flagged for plagiarizing their own previous submission.
  - b. Not Excluding submissions: If a student submits their work twice, SafeAssign will flag their work as being plagiarized even though it is their own work.
9. Click on **Submit** to finish creating the assignment with **SafeAssign**.