



= NOTES



= CAUTION



= BEST PRACTICES

SAFEASSIGN STUDENT GUIDE

SafeAssign is a plagiarism prevention service offered by Blackboard. This service helps educators prevent plagiarism by detecting unoriginal content in student papers. In addition to acting as a plagiarism deterrent, it also has features designed to educate students about plagiarism and the importance of proper attribution of any borrowed content.

HOW SAFEASSIGNMENTS WORK

SafeAssign compares submitted assignments against a set of academic papers to identify areas of overlap between the 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. SafeAssignments are compared against several databases, including documents available for public access on the Internet, articles from the ProQuest ABI/Inform database (updated weekly), institutional document archives, and a global reference database of papers volunteered by students.

SUBMIT A SAFEASSIGNMENT

1. From the “Assignments” content area within a course, select the SafeAssignment and click View/Complete.



SafeAssign Assignment #1

Students click this link to submit their papers to check for plagiarism.
>> [View/Complete](#)

2. The Upload SafeAssignment page will appear.
3. Complete the page using the sample below as a guide.
4. Click Submit.

Assignment Information		Name: Displays the title of the SafeAssignment.
Name	Assignment Title	Instructions: Displays the instructions for the SafeAssignment.
Instructions	Click the link below to upload your assignment.	
Your Files		Comments: Enter any comments for the Instructor in this field.
Comments		File to Attach: Click Browse to locate a file to upload as a SafeAssignment. PLEASE NOTE: If the paper you are submitting has images in it, the images must not exceed 2MB or the submission may fail.
File To Attach	Browse...	
Global Reference Database		Global Reference Database: Select this option to volunteer your paper to the Global Database that will allow other papers from other institutions to be checked against yours to protect the originality of your work across institutions.
Submitting to the SafeAssign Global Reference Database allows papers checked against your paper to protect the originality of your work across the Global Reference Database. Click here.		
<input type="checkbox"/> I agree to submit my paper to the Global Reference Database		
Submit		
Click Submit to finish. Click Cancel to quit.		
Cancel Submit		

VIEW SUBMISSIONS

1. From the “Assignments” content area within a course, select the SafeAssignment and click View/Complete.
2. The submission will appear.
3. Select SA Report to view the full SafeAssign report.

SA Report



INTERPRET SAFEASSIGN ORIGINALITY REPORT

The SafeAssign report details the percentage of text in the submitted paper that matches existing sources. It also shows the suspected sources of each section of the submitted paper that returns a match. Because SafeAssign identifies all matching blocks of text, it is important to read the report carefully and investigate whether or not the block of text is properly attributed. Overall score is an indicator of what percentage of the submitted paper matches existing sources. This score is a warning indicator only and papers (particularly those with scores above 15%) should be reviewed to see if the matches are properly attributed.

The following sample page shows how to find information in the SafeAssign report:

The screenshot displays the SafeAssign report interface with several callouts explaining its components:

- 1** The **Matching Score** shows the percentage of material (including citations) that matches existing sources.
- 2** Click on each **suspected source** to view the original material.
- 3** Click the **magnifying glass** to highlight the matching text in a matching color.
- 4** The **Paper Text** is the actual text from your submitted paper.
- 5** Numbers indicate which suspected sources the text matches. The highlighting is color-coded to match a suspected source.
- 6** Click a highlighted sentence to view the URL of the matching source material, the percentage of similarity, and a comparison of the sentences.

The interface includes sections for Paper Information, Suspected Sources, and Paper Text, with a table at the bottom comparing the uploaded manuscript to internet sources.

URL:	Matching:
http://www.the-innovation-group.com/ChemProfiles/Calcium%20Chloride.htm	100%
Uploaded Manuscript:	A sharp decline in this market has occurred over recent years as a succession of mild winters lowered demand
Internet Source:	A sharp decline in this market has occurred over recent years as a succession of mild winters lowered demand

You can find more information on SafeAssign through the School of Nursing's [Office of Learning Technology site](#).