



SafeAssign Self-enrollment

SafeAssign is a plagiarism detection tool that checks the originality of a submitted paper against existing papers, databases, and Web sources. SafeAssign generates a detailed report matching the areas of overlap. Instructors install SafeAssign in Blackboard-based courses and use the tool to deter plagiarism and teach proper methods of attribution. Students can self-enroll in SafeAssign and submit their own documents to detect problem areas and make necessary revisions. This handout describes how to self-enroll and submit a paper.

Preparing File for Upload

Approved file formats: .doc, .docx, .odt, .txt, .rtf, .pdf, .html

File size limits: 10MB or 5,000 sentences

Bibliography: long bibliographies add to false positives—may want to omit

Self-enrollment Steps

1. Log in to learn.uark.edu
2. Click the *Courses* tab at top of the page.
3. At bottom right, under *Course Catalog*, click *SafeAssign*. You will be redirected to the *Browse Course Catalog* page.
4. Under *Course ID*, hover over *student.safeassign* and click the down arrow.
5. Click *Enroll* in the drop-down area. You will be redirected to the *Self Enrollment* page.
6. Click the blue *Submit* button at right and click *OK* at bottom right.
7. On the *SafeAssign* page, click *Submission Area*.
8. On the *Submission Area* page, click the *SafeAssign 'Submit Here'* link at bottom left.
9. Click *Browse My Computer*, upload document, and click *Submit*.

Retrieving SafeAssign Reports

SafeAssign often returns finished reports in a few minutes though times can vary. Reports are available in the *Assignment Details* area. The report includes an overall percentage of text that matches existing sources. But the important results are the detailed matches, each highlighted in the paper and linked by color-coding to its suspected source. Students can review each match to determine whether they need to revise a quotation, paraphrase, or citation, or address any other issue of attribution.