

Safe Assign Originality Report: A Guide For Faculty

What is the SafeAssign Originality Report?

SafeAssign scans submitted drafts in Blackboard for matching blocks of text from existing sources from the internet, library databases, and other students at Concordia or other institutions. A report is created, called the originality report, that lists each matching source found, so students can check their writing and fix mistakes before submitting their final assignments.

SafeAssign requires student submissions under 10 MB in size and one of the following file formats: DOCX, DOC, PPT, PPTX, PDF, TXT, ODT, RTF, HTML, or HTM.

If you want to use inline grading with SafeAssign, require students to use the formats: DOC, DOCX, or PDF.

How to Open the SafeAssign Originality Report

1. On the grade assignment page, if the report is ready, on the right panel, click on the link “X% overall match”, then click on “view originality report”.
2. Your report will be online and open in a new tab in your browser.

The screenshot displays the Blackboard Grade Assignment page for 'Opinion Paper'. The interface is divided into several sections:

- Assignment Instructions:** Shows the student's name 'Chris Casper (Attempt 1 of 1)' and the instructor 'Dr. Cathy Chu'. The assignment title is 'Sociological Imagination: DRINKING COFFEE'. The submission text reads: 'Drinking a cup of coffee is a simple act. My coffee needs to be as hot as possible, black, and in my favorite cup. I'll wash my cup if it isn't available. The cup needs to sit next to the percolator in anticipation.'
- Assignment Details:** Shows the 'GRADE' as '/100' and the 'ATTEMPT' as '9/28/17 4:19 PM'. The 'SafeAssign' section shows a '29% overall match'.
- Submission:** Shows the file name 'sociological_imagination_Chri'.

An orange arrow points from the '29% overall match' link in the Assignment Details panel to a magnified view of the 'SafeAssign Submission' details. This magnified view shows the file name 'sociological_imagination_Ch ris_Casper (1).docx' and a '29%' match percentage. A button labeled 'View Originality Report' is highlighted with an orange box.

Image source: <https://help.blackboard.com/SafeAssign/Instructor/Grade>

How to Use the SafeAssign Originality Report

1. Review the Access Report Summary (linked at the top right of the report window). Students should have a **low overall risk** as well as a **low percent match for each highlighted section**.
2. **Check the overall risk** (Low, Medium, or High). An overall low risk does not indicate proper citation or paraphrasing, but simply a high likelihood the writing is original. Further investigation is required.
3. **Skim through the student text** in the left-hand panel. Click on highlighted sections more than 3-5 words in length. If the text is a high match (over 40%), check for (1) an in-text citation and reference for the original source listed on the right, (2) a correct paraphrase of the source, or (3) for quotation marks (if appropriate).

body (Fox 2009). ① In the Chinese province of Guiyu, women were heating circuit boards over a coal fire, pulling out chips and pouring off the lead solder. Pollution has ruined the town. Drinking water is trucked in. Scientists have studied the area and discovered that Guiyu has the highest levels of cancer-causing dioxins in the world. They found pregnancies are six times more likely to end in miscarriage and that seven out of ten kids have too much lead in their blood (CBS News 2009). To

| Student paper | Original source |
|----------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| In the Chinese province of Guiyu, women were heating circuit boards over a coal fire, pulling out chips and pouring off the lead solder. Pollution | Women were heating circuit boards over a coal fire, pulling out chips and pouring off the lead solder Pollution has ruined the town Drinking water |

folksonomy

1This section includes an in-text citation (CBS News 2009), but is an incorrect paraphrase of the website.

Things to remember

- matching blocks of text can occur coincidentally. Short phrase matches (3-5 words in a row) can usually be ignored, even if marked high match by SafeAssign
- Students should have a **low overall risk** as well as a **low percent match for each highlighted section**.
- **You may see a match to a source the student did not cite.** If the student provided a reference for the text highlighted, check the source the student cited carefully. If that source is a website, this website may have plagiarized the “original source” listed in the originality report without the student being aware of the original source. If this is the case, engage the student in a discussion about [source credibility](#).