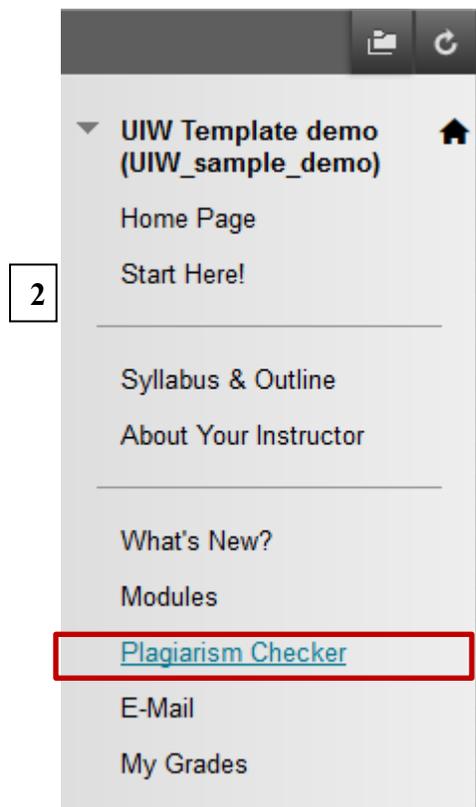


How to use the Plagiarism Checker

The Plagiarism Checker is designed for faculty who want their students who wish to check their papers for proper citation prior to submission to ensure that they have properly cited all of their references. Once the paper has been checked by the Plagiarism Checker, it is the students' responsibility to make corrections and re-submit the work required assignment folder in order to be graded.

Upload a paper to the Plagiarism Checker



1. In your course, click the **Plagiarism Checker** link
2. A new page opens, click **Plagiarism Checker**

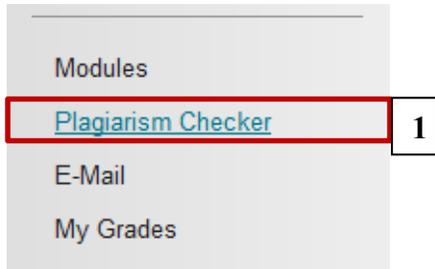


3. A new page opens. Locate *Assignment Submission*
4. Click **Browse My Computer** link to locate and upload the document to be checked

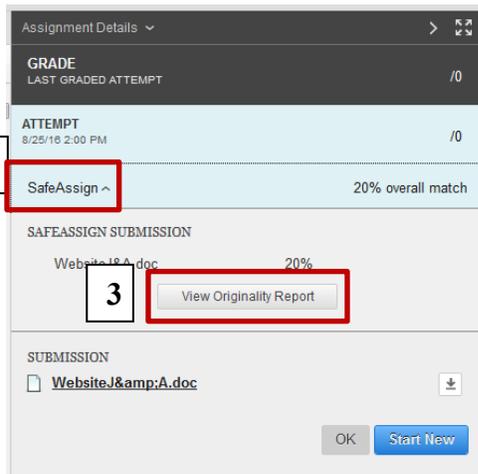


5. Note the Plagiarism Checker only accepts the following file types (extensions): **doc, docx, docm, ppt, pptx, odt, txt, Rtf, pdf, an html.**
6. *Make sure that the correct document is attached.* Once the file is uploaded, click **Submit**.

Review the SafeAssign Report



1. Open your course and click the Plagiarism Checker link



2. The Submission History page opens,
3. On the right side of the page, click the **SafeAssign Report** link to review the report
4. The menu expands. **Click View Originality Report** to review the report and ensure that you have properly cited your work.
 - Citation matches are color coded. If a match is noted, please review it to ensure that the citation has been properly cited in the bibliography.
 - When you have completed checking the report and correcting citation problems, Revise and re-submit the paper to the required folder or module for grading.