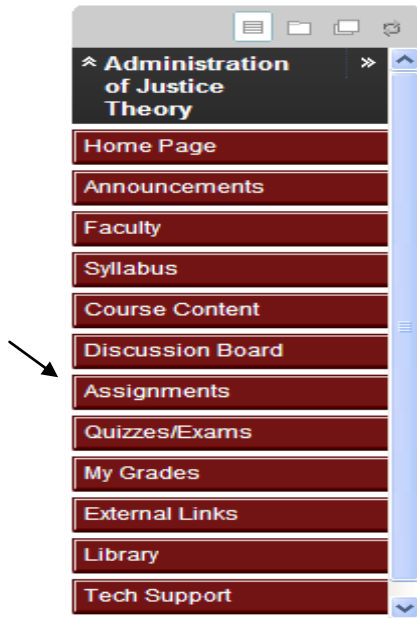
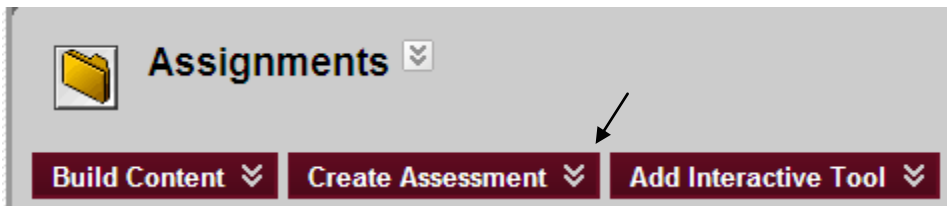


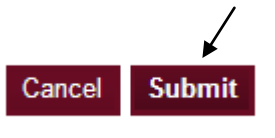
How to create a Safe Assignment on Blackboard:



1. Log into **Blackboard** and go into your Course
2. Click on the **Assignment Tab**
3. Inside **Assignments**, click on the chevron next to **Create Assessment** and select **Safe Assignment**



4. Fill the **Enter Information** and **Optional Announcement** Sections 1 and 2 respectively as desired and click **Submit**



5. Go to your Assignment Tab and view your **Safe Assignment**. The link **View/Complete** is for students to submit their Assignment

