


Uploading Assignments

If your course instructor uses the Assignment feature in Blackboard, most assignments will be posted in the **Assignments** link on the Course Menu. However, some instructors prefer to post them in other areas, such as **Course Content** (usually in thematic or chronological folders). Check with the course syllabus or ask your instructor if you are unsure.

To complete an assignment, click on the appropriate assignment link and upload any files necessary. An optional Comments box is available to add additional comments. Press **Submit** to turn in your work. This is irrevocable, so make sure your work is final before submitting. If you wish to save your work and NOT submit it right away, choose **Save** instead.

After submitting an assignment, you can review the status and, once graded, view the assignment's grade and comments from the instructor (if applicable).

JOHNJ HKEIER TEST (JOHNJ HKEIER TEST) > ASSIGNMENTS > REVIEW ASSIGNMENTS: TEST

 **Review Assignments: Test**

1 Assignment Information


Name Test

Instructions

2 Assignment Materials

Comments Hi Professor,

Here is my exam for this Friday. I'll talk to you next week.

User's Files  [John Doe_test_10-01.docx](#)

3 Feedback From Instructor

Grade 1 out of 10.0

Comments

Files From Instructor

Some assignments in Blackboard use a feature called **SafeAssign**, which stores and compares your work in a database of previously submitted work from students all over the world, in an effort to combat plagiarism. If your instructor uses **SafeAssign** instead of a regular Assignment, be sure you fully understand how it works before submitting your work. Please refer to John Jay's [Policy on Academic Integrity](#) for more information.