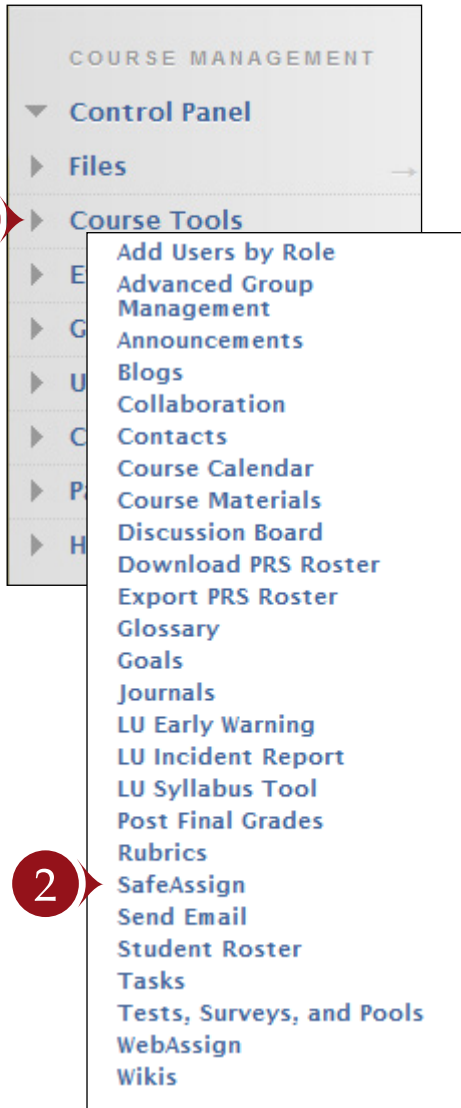


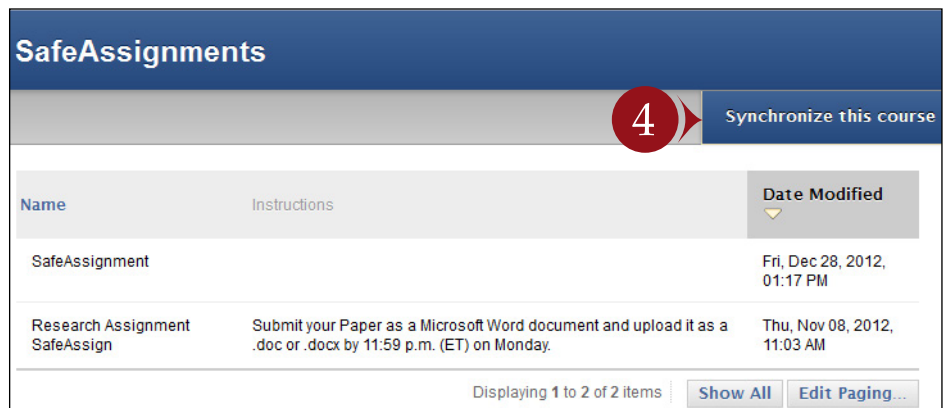
Synchronizing SafeAssign



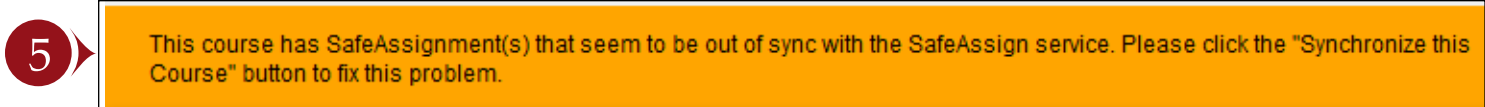
1. Each semester, you must synchronize the SafeAssign roster for your course. To do this, navigate to the Control Panel and click to expand Course Tools.
2. Select SafeAssign.
3. Then, click SafeAssignments.



4. Finally, click "Synchronize this course."



5. Each time the roster changes, SafeAssign will need to be resynchronized. This error message will appear in the SafeAssign area:



Note: If you see this error message, simply click the "Synchronize this course" button.