

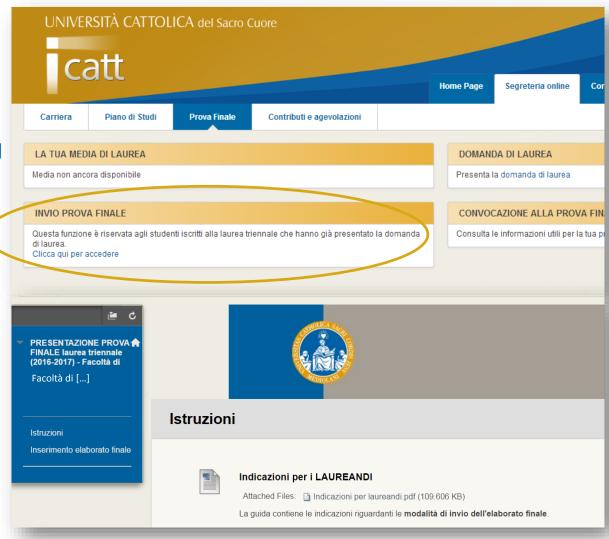
# Submission of final assignment

Instructions for graduating students



### Accessing area to submit final assignment file

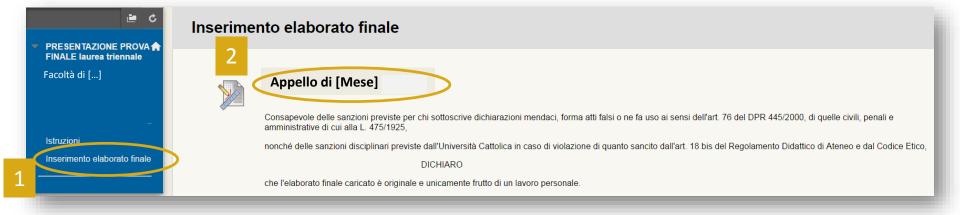
- Go to Segreteria online Prova finale (Online student office – Final assignment) on the iCatt platform.
- In the *Invio prova finale* (Send final assignment) section on this page there is a link to the final assignment submission section of Blackboard. (Clicco qui per accedere Click here to access)
- If you submitted your application for graduation for the next session the above link will take you to the spazio-corso (course area) to upload your final assignment.





### Uploading final assignment

- Select *Inserimento elaborato finale* (insert final assignment) to upload final assignment
- Click on the graduation session (appello) you are enrolled on.



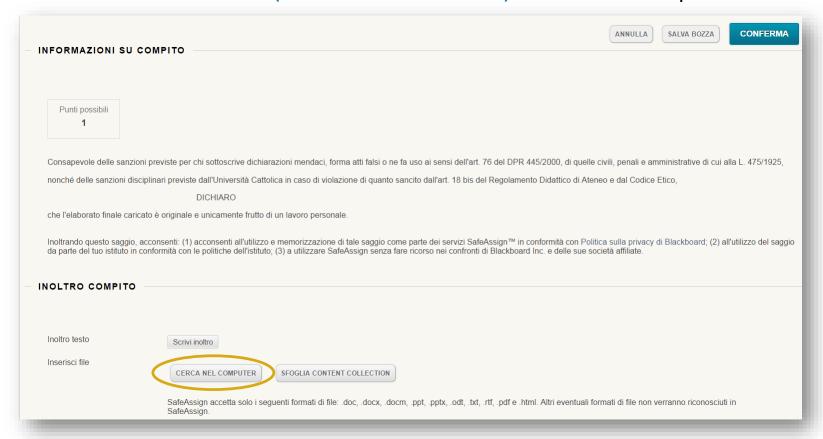
#### NB

- Upload is final: you cannot remove the document once uploaded.
- The plagiarism report will only be visible to the professors.
- By uploading your final assignment here, you are declaring that it is original and it is all your own work.



# Select file to upload

### Use CERCA NEL COMPUTER (SEARCH IN COMPUTER) to select file to upload.



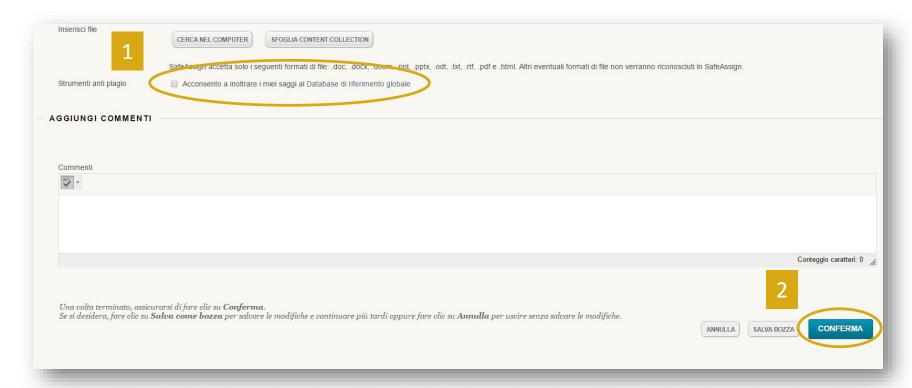
#### NB

- Label your file this way: Family name followed by student number e.g. Rossi 1234567
- Your file must be in PDF format.



### Submitting file

- You may add your assignment to the Global Reference Database (Database di riferimento globale) (the collection of contributions by SafeAssign service users also from other universities). This is optional. If you wish to do so, select this option and add a comment if applicable.
- Click CONFERMA (CONFIRM) to submit your assignment.





### Final assignment submission completed

Your final assignment has been submitted From now on, your professors will be able to see your assignment.

Make a note of the submission number in the green row. You will also be sent an email containing this number.





# Check assignment submitted

If you wish to check that your assignment has been properly submitted, select *Inserimento elaborato finale* (insert final assignment) > *Appello - mese* (graduation session - month).

You will then see the text which has been uploaded. Informazioni sul compito > Dettagli compito 🗸 @ @ ₽ △ 1 of 5 ▽ VOTO ULTIMO TENTATIVO VALUTATO **TENTATIVO** /1 19/05/17 15.19 INOLTRO Cognome 1234567 Testo dell'elaborato



### End of submission

If you encounter problems go the Homepage on the iCatt platform. From there, select the *ESAMI E PROVA FINALE* (Exams and final assignment) category in the *LE COMUNICAZIONI PER TE* (Communications for you) section and click on *RICHIESTA INFORMAZIONI* (Request information).

LE COMU	NICAZIONI PER TE	
Data	Categoria	Oggetto
	In evidenza	Iniziativa culturale di Ateneo: Nuove generazioni, integrazione dei saperi: quale umanesimo?
	In evidenza	FARE MUSICA IN UNIVERSITA'
	ESAMI E PROVA FINALE	Iscrizione agli esami di profitto - Rispetto delle scadenze
	ESAMI E PROVA FINALE	APERTURA ISCRIZIONI APPELLI ESAMI SESSIONE ESTIVA
	ESAMI E PROVA FINALE	Visualizzazione sezione iCatt II mio libretto
		Dieplaying 1 to 5 of 5 items Show All
		RICHIESTA INFORMAZIONI ARCHIVIO