# How to access SMARTHINKING

*SMARTHINKING is an online consulting service that works much like our own Writing Center, with a "real" person reviewing your work, answering your questions, and making suggestions for improvement. This service is free to USF students and it is a great way to obtain quality feedback about your writing if you're unable to schedule an appointment in the Writing Center.*

1. Go to my.usf.edu
2. Go to Learning and Teaching Tools drop-down menu
3. Click on Blackboard
4. Click on "Academics" on the top toolbar
5. Scroll down to SMARTHINKING logo, click on logo
6. **Turn off pop-up blockers**
   a. **Internet explorer**: (http://support.microsoft.com/kb/909604)
      *To turn Pop-up Blocker on or off, follow these steps:*
      - *Click **Start***
      - *Click **Run***
      - *Ttype inetcpl.cpl and then click **OK** to open the **Internet Properties** dialog box*
        *\*Alternatively, open Internet Explorer, and then click **Internet Options** on the **Tools** menu to open the Internet Properties dialog box.*
      *Click the **Privacy** tab, and then do either of the following:*
      - *Click to clear **Block pop-ups** to turn Pop-up Blocker off.*
   b. **Chrome:** (https://support.google.com/chrome/answer/95472?hl=en)
      *To manually allow pop-ups from a site, follow the steps below:*
      - *Click the Chrome menu ☰ on the browser toolbar*
      - *Select **Setting***
      - *Click **Show advanced settings***
      - *In the "Privacy" section, click the **Content settings** button*
      - *In the "Pop-ups" section, click **Manage exceptions**.*
   c. **Firefox:** https://support.mozilla.org/en-US/kb/pop-blocker-settings-exceptions-troubleshooting
      *When you click either the Options button in the info bar or the icon in the location bar, a menu is displayed with the following choices:*
      - *Allow/Block pop-ups for this site*
      - *Edit Pop-up Blocker Options*
      - *Don't show info bar when pop-ups are blocked (show the blocked pop-up)*
7. Click on "Writing Center"
8. Follow instructions for completing the submission form and uploading your paper