**Add Pop-Up Exceptions**
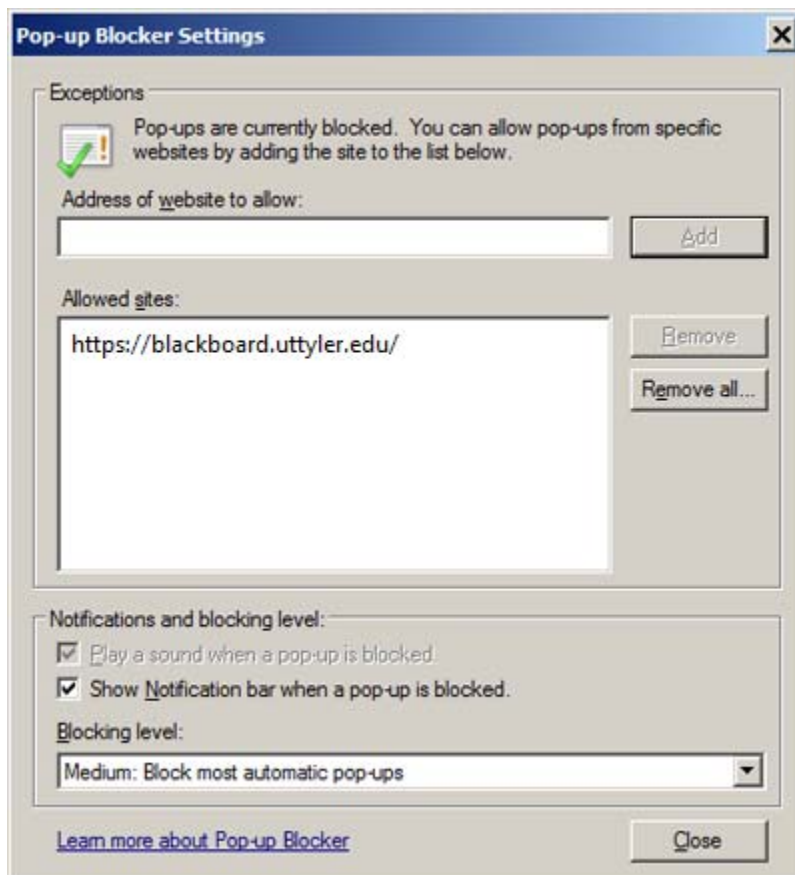
Follow the instructions below for your browser to add pop-up exceptions:

**Internet Explorer**

1. Open your Internet Explorer web browser
2. On the right side of your browser window, click **Tools** (or press **Alt-T** on your keyboard to open the Tools menu). Mouse over **Pop-up Blocker** and click **Pop-up Blocker Settings** in the sub menu
3. Type **https://blackboard.uttyler.edu** into the Address of website to allow textbox and click the **Add** button
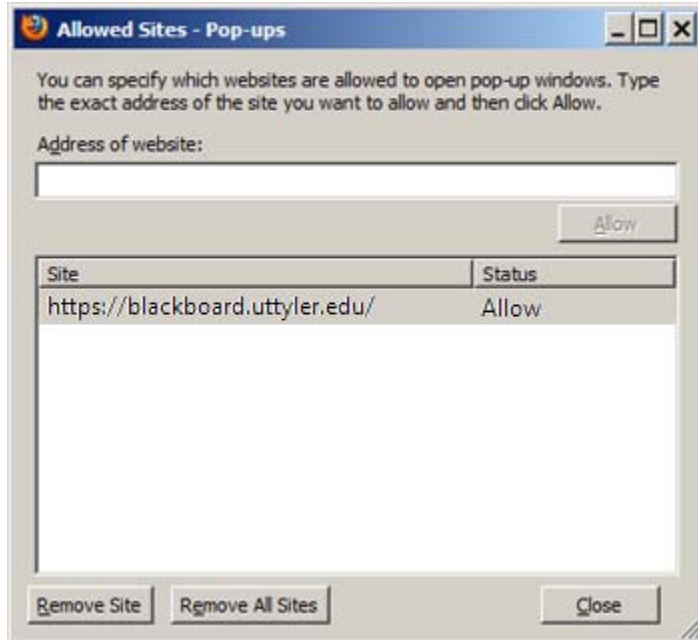


4. Click **Close** to close the window

**Mozilla Firefox**

1. Open your Mozilla Firefox web browser
2. Click on **Tools** in the menu bar (or press **Alt-T** on your keyboard to open the Tools menu), and click **Options…**
3. Click the **Content** tab in the Options window

4. To the right of the *Block pop-up windows* selection box, click the **Exceptions** button
5. Type **https://blackboard.uttyler.edu** into the *Address of web site* textbox and click the **Allow** button



6. Click **Close** and then click **OK** to close the windows

**Google Chrome**

1. Open your Google Chrome web browser
2. Click on the **customization icon** to the right of the address bar near the top-right of your browser window (Button should look like **three horizontal lines)**
3. Click **Settings**
4. In the *Settings* tab, click on **Show advanced settings...** at the bottom of the list of settings (If it says **Hide advanced settings...**, go to the next step
5. Located the *Privacy* section and click on the **Content Settings...** button
6. Scroll down to the *Pop-ups* section and click the Manage exceptions... button
7. In the textbox labeled *Add a new hostname*, type **https://blackboard.uttyler.edu**.
8. Ensure *Behavior* is set to **Allow**
9. Click **Done** to close the *Pop-up exceptions* window
10. Click **Done** to close the *Content Settings* window
11. Close the *Settings* tab

**Safari**

Safari only has the option to turn off the pop-up blocker. If you do not want to turn off your pop-up blocker, you will need to go to **https://blackboard.uttyler.edu** directly to access your email through your browser. To turn off your pop-up blocker:

1. Open your Safari browser
2. Click on the **Safari** menu at the top-left corner of your screen and click Preferences… (or press **Command-,** on your keyboard to open the *Preferences* window)
3. Click on the **Security** tab
4. Uncheck **Block pop-up windows**



5. Close the *Preferences* window