## **Pop-Up Blockers: Setting Exceptions**

Pop-up blockers must be disabled or be set to allow from Sage University in order for courses to function properly. To allow pop-up windows from SageU, follow the instructions below for your browser.



## **Internet Explorer** (version 11 pictured below)

1. Click on the gear icon 🔯 (depending on what version of IE you use it may look like a gear or just say **Tools**). From the Tools drop-down menu, select **Internet options**.



- 1. Select the Privacy tab.
- 2. Click on Settings.



3. In the Pop-up Blocker Settings window, type **sageu.csod.com** then click Add.



- 4. Click Close, then close the Internet Options window
- 5. Close all Internet Explorer windows to complete the change. Pop-up windows for Sage University will be allowed when you re-open Internet Explorer.



1. At the top of the Firefox window, click the Open Menu button then select Options (this is sometimes found under Tools, depending on your version).



2. Select the Content tab.

| General                                    | Tabs                    | 反<br>Content      | Applications     | Privacy | Security         | Sync                 | Advanced       |
|--|-------------------------|-------------------|------------------|---------|------------------|----------------------|----------------|
| ☑ <u>B</u> lock                            | pop-up w                | indows            |                  |         |                  | Exce                 | eptions        |
| <ul> <li>Load i</li> <li>Enable</li> </ul> | mages au<br>2 JavaScrip | tomatically<br>ot |                  |         |                  | E <u>x</u> ce<br>Ady | anced          |
| Fonts & Co<br>Default fo                   | olors<br>nt: Time       | s New Rom         | an               | •       | <u>S</u> ize: 16 |                      | olors          |
| Language:<br>Choose yo                     | s<br>our preferr        | ed language       | e for displaying | pages   |                  | C                    | h <u>o</u> ose |
|  |                         |                   |                  |         |                  |                      |                |
|  |                         |                   |                  | ОК      | Cance            |                      | <u>H</u> elp   |

- 3. Click Exceptions to open the Allowed Sites box.
- 4. Type **sageu.csod.com** in the Address field, then click Allow:

| Allowed Sites - Pop-ups   | > |
|---|---|
| You can specify which websites are allowed to open pop-up windows. Type the exact address of the site you want to allow and then click Allow. |   |
| A <u>d</u> dress of website:  |   |
| sageu.csod.com  |   |
| Allow   |   |

5. Click Save Changes to return to Content/Optionswindow:

| Site                         | Status              |
|------------------------------|---------------------|
| http://sageu.csod.com        | Allow               |
|                              |                     |
|                              |                     |
|                              |                     |
|                              |                     |
| Remove Site Remove All Sites | •                   |
|                              | Cancel Save Changes |

6. Click Close in the upper-right corner **Example** to close the Content/Options window.



- Sage University ×
   C (1) www.sageu.cm
   C (2) www.sageu.c
- 1. Click the Chrome menu button i on the far right of the browser address bar:

- 2. Click **Settings**. This will open a new tab.
- 3. Scroll down and click Show advanced settings.... (it's down at the bottom).

| ⇒ C 🗋   | chrome:// <b>settings</b>  |                 | 公 |
|---------|--|-----------------|---|
| Inrome  | Settings<br>Appearance<br>Get themes Reset to default theme  | Search settings |   |
| ettings | <ul> <li>Show Home button</li> <li>Always show the bookmarks bar</li> </ul>  |                 |   |
| nda     | Search<br>Set which search engine is used when searching from the <u>omnibox</u> .<br>Google  Manage search engines<br>Users<br>You are currently the only Google Chrome user. |                 |   |
|         | Add new user Delete this user Import bookmarks and settings<br>Default browser   |                 |   |
|         | Make Google Chrome my default browser<br>Google Chrome is not currently your default browser.  |                 |   |

- 4. In the Privacy section, click **Content settings....**
- 5. Scroll down to the Pop-ups section and click Manage exceptions...
- 6. Type **sageu.csod.com** in the empty field under "Hostname pattern," then click Done.

| ostname nattern | Behavior |
|-----------------|----------|
| igeu.csod.com   | Allow    |
| *,]example.com  | Allow    |
| ',]example.com  | Allow    |
|                 |          |
|                 |          |
|                 |          |
|                 |          |
|                 |          |

7. In the "Content settings" window, click Done.