About Smarthinking

Smarthinking is an online tutoring system that enables students to get the help they need 24 hours a day, 7 days a week. Tutoring sessions are available in areas such as writing, reading, mathematics, science, business, Spanish, nursing and allied health, computers and technology, and English for speakers of other languages (ESOL). Additionally, Smarthinking assists secondary, post-secondary, and graduate students become stronger writers through the Online Writing Lab.

Getting to the Smarthinking website:

**STEP 1.** Visit the Sac State website at [www.csus.edu](http://www.csus.edu).
STEP 2. Click on the “Quick Links” on the top right corner and select the “Sac CT” option from the drop down menu.
STEP 3. Log in to your Sac CT account.
**STEP 4.** Now that you are signed in to your Sac CT account, you will be able to see a link to the Smarthinking site on the top menu. Click on it and you will be redirected to your Smarthinking site.
Instructions on Smarthinking:

**STEP 1.** Once you open Smarthinking from your Sac CT blackboard, you will enter Smarthinking’s homepage. (Illustrated below)
STEP 2. Now, you will have 3 main options to choose from:

1. Writing Center
2. Drop-In Tutoring
3. Offline question

STEP 3. For this purpose, we will select the “Writing Center” option.
**STEP 4.** Choose the area where you need assistance.

Example: “Paragraph Submission”

**NOTE:** Reviews may take up to 24 hours or more.
STEP 6. You will need to complete a form and submit it.
**STEP 7.** Once you submit the form, you will go back to Smarthinking’s homepage.

**STEP 8.** If you are looking to have a live chat tutoring session, you can do it in two different ways:

1. Drop-in Tutoring and then choose a subject or
2. Choosing a subject from the bottom options on the homepage and then Drop-in Tutoring
**STEP 9.** *(Step 8 – Option 2)* At the bottom of the page on the homepage, you will find a list of the subjects you have access to.

<table>
<thead>
<tr>
<th>You have access to these subjects</th>
<th>Get More</th>
</tr>
</thead>
<tbody>
<tr>
<td>Essay Center</td>
<td>Grammar &amp; Documentation Review</td>
</tr>
<tr>
<td>Career Writing</td>
<td>Paragraph Submission</td>
</tr>
<tr>
<td>Reading</td>
<td>APA Formatting</td>
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<tr>
<td>Liberal Arts Math</td>
<td>Statistics</td>
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<tr>
<td>Calculus Single Variable</td>
<td>Algebra</td>
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<tr>
<td>Organic Chemistry</td>
<td>Physics</td>
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<tr>
<td>Intro Human A&amp;P</td>
<td>Spanish</td>
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<tr>
<td>Intro Accounting</td>
<td>Intermediate Accounting</td>
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<tr>
<td>Cost Accounting</td>
<td>Introductory Finance</td>
</tr>
<tr>
<td>Microeconomics Principles</td>
<td></td>
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</tbody>
</table>

**STEP 10. Example:** We selected “Algebra”
**STEP 11.** There are two options to choose from, “Drop-In Tutoring” and “Offline Questions”.

**STEP 12.** Click on the “Drop-In Tutoring” to chat with a live tutor.
**STEP 13.** Click start on the “help” window to start your session.

**STEP 14.** Start typing your question. When you’re done click on the blue button to the right.

*NOTE: Make sure you end the session when you are done. (Red button at the top-right corner of the window)*
**STEP 15.** We are back to Smarthinking’s homepage to explore the “Drop-in Tutoring” Option.

**STEP 16. (Step 8 – Option 1)** Clicking on the “Drop-In Tutoring” is another way to have a live chat tutoring session.
**STEP 17.** You will see a list of different subjects available for Drop-in Tutoring. Subjects in gray are not available at the time. *(See step # for instructions on submitting an offline question)*

**STEP 18.** **Example:** For this training, we selected “algebra.”

**STEP 19.** Then, repeat steps 13 – 14.
STEP 20. Once again, we are back to Smarthinking’s homepage to explore the “Offline Questions” option.

STEP 21. After selecting the “Offline Questions” option, you will then choose a subject and then submit your question following steps 13 – 14.

For more general information, guides, Tutor Schedules, writing lab examples, or other resources, please visit www.smarthinking.com/resources.