

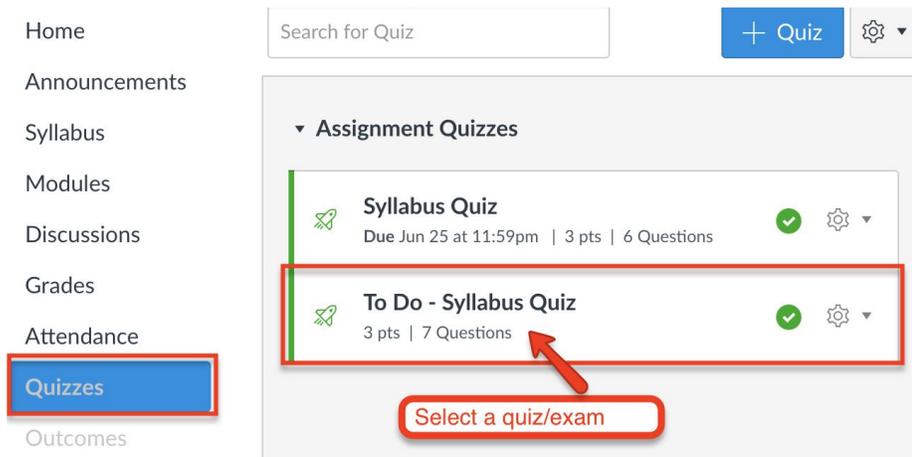
# Extended Times/Attempts for an Exam

The common question of how to accommodate our DSPS students have been around and how to provide additional attempt and minutes in Canvas came up. The steps are simple without having to modify the exam times for all students.

In your course:

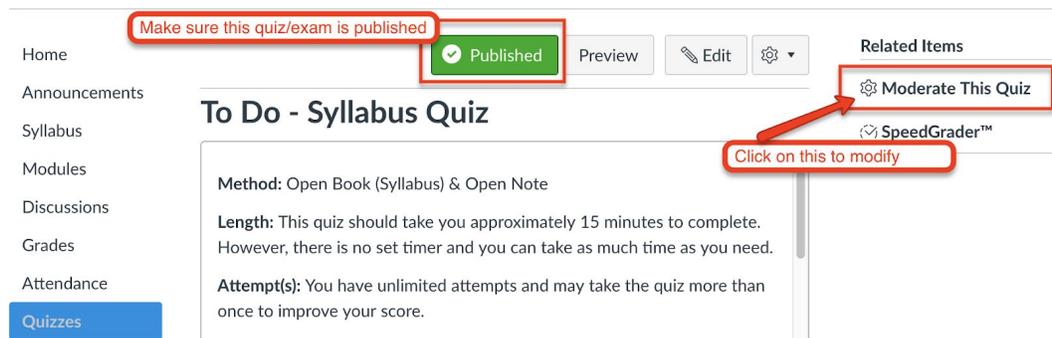
1. Click on the **“Quizzes”** menu

Click on to *open* the quiz/exam you wish to extend the time for a student.



The screenshot shows the Canvas interface. On the left is a navigation menu with items: Home, Announcements, Syllabus, Modules, Discussions, Grades, Attendance, **Quizzes** (highlighted with a red box), and Outcomes. The main content area is titled "Assignment Quizzes" and contains two quiz entries: "Syllabus Quiz" (Due Jun 25 at 11:59pm | 3 pts | 6 Questions) and "To Do - Syllabus Quiz" (3 pts | 7 Questions). The "To Do - Syllabus Quiz" entry is highlighted with a red box, and a red arrow points to it with a callout box that says "Select a quiz/exam".

2. Click on **“Moderate This Quiz”**. If you don't see this option, it is because your quiz/exam isn't published. Make sure it is published.



The screenshot shows the "Moderate This Quiz" interface for the "To Do - Syllabus Quiz". At the top, there is a "Published" status indicator (a green checkmark in a box) with a callout box above it that says "Make sure this quiz/exam is published". To the right of the "Published" indicator are buttons for "Preview", "Edit", and a settings icon. Below these buttons is a "Related Items" section containing "Moderate This Quiz" (highlighted with a red box) and "SpeedGrader™". A red arrow points to the "Moderate This Quiz" link with a callout box that says "Click on this to modify". The main content area shows quiz details: "Method: Open Book (Syllabus) & Open Note", "Length: This quiz should take you approximately 15 minutes to complete. However, there is no set timer and you can take as much time as you need.", and "Attempt(s): You have unlimited attempts and may take the quiz more than once to improve your score."

3. Click and **select the student** you wish to extend the extra times, then click on the pencil icon or **“Change Extensions for # selected students”**

Home  
Announcements  
Syllabus  
Modules  
Discussions  
Grades  
Attendance  
**Quizzes**

## Moderate Quiz

nguyen Filter

<input type="checkbox"/> Student	Attempt	Time	Score	
<input checked="" type="checkbox"/> Nguyen, Viv	--			
<a href="#">Change Extensions for 1 Selected Students</a>				

4. Enter **additional attempts/minutes** you wish your student to have.

Student Extensions ×

Extensions for  Nguyen, Viv

Extra Attempts:  
everyone already gets 1  attempts

Extra time on every attempt:  
everyone already gets 15 minutes  minutes

Manually unlock the quiz for the next attempt

Cancel Save

If you are not seeing the above screen but the one below, it is because your quiz is **not** a timed quiz. Be sure to Edit your quiz and change the settings.

Student Extensions ×

Extensions for

Manually unlock the quiz for the next attempt

Cancel Save

5. After you have saved, the status shows similar to what's below and if you want to edit, just click on the pencil icon. Otherwise, click **Save**.

<input checked="" type="checkbox"/> Nguyen, Viv gets 30 extra minutes on each attempt	--	1	
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