How to Give Extra Time on Quizzes

- First, be sure that the quiz is published.
- Go to Quizzes and locate the quiz.

Search for Quiz]		+	Quiz	¢ -
 Assignment Quizzes 					
O Unit 1 Quiz	Due Mar 19 at 11:59pm	10 pts	5 Questions		۰.
O Unit 2 Quiz	Due Mar 28 at 11:59pm	5 pts	5 Questions		¢
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• Click to open the quiz and then find the link on the right side of the page that says "Moderate this Quiz".

				Related Items
Published	Preview	🖌 Edit	\$ •	₩ Quiz Statistics
				A Moderate This Quiz
				Ø SpeedGrader™

• If you only need to add extra time for one student, click on the pencil next to the student's name.

Mo	oderate Q	uiz				
	Student	Attempt	Time	Attempts Left	Score	<u>C</u> 2
	Boone, Emily	2	finished in less than a minute	1	3.5	
	Flowers, Rita			1		
	Jones, Bruce	1	finished in 1 minute	1	2	
	Smith, Jane			1		

• Fill in the number of extra minutes that the student should have on the quiz. NOTE: "Extra time on every attempt" refers to *only* this quiz – *if* you allow more than one attempt on the quiz.

Student Extensions	8
Extensions for Boone, Emily	
Extra Attempts: (everyone gets 1 already)	
Extra Time on Every Attempt: 2 minutes	
Manually unlock the quiz for the next attempt	
Cancel	4

• If you need to give the same amount of extra time to more than one student, check the names of all students who will be receiving extra time.

Student	Attempt	Time	Attempts Left	Score	ζ2
Boone, Emily	2	finished in less than a minute	1	3.5	
Flowers, Rita			1		
Jones, Bruce	1	finished in 1 minute	1	2	
Smith, Jane			1		

• Add the extra time for the students as shown above.