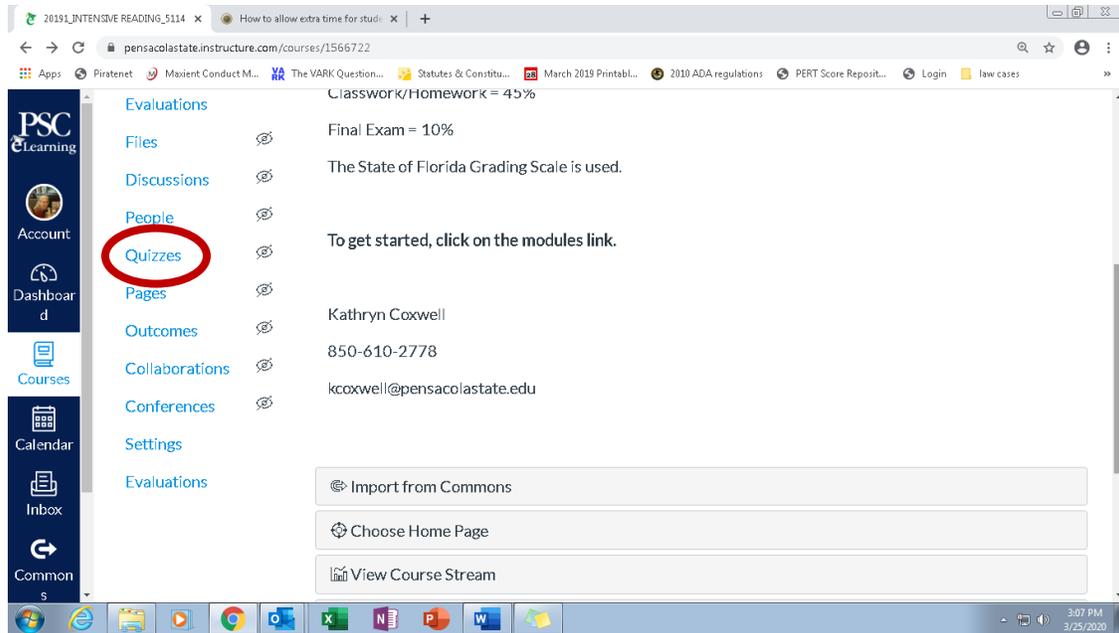


Adding Extended Time to Canvas Tests & Quizzes

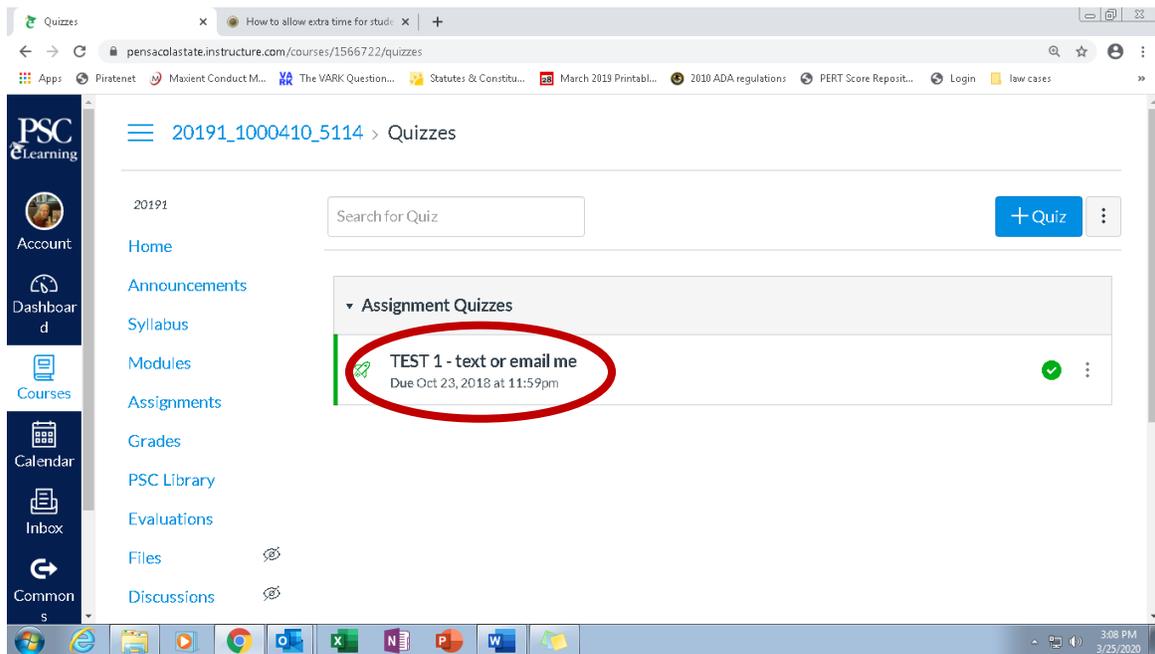
Go to your course module.

Select the Quizzes link.



A screenshot of a Canvas LMS course page. The left sidebar contains navigation links: PSC eLearning, Account, Dashboard, Courses, Calendar, Inbox, and Commons. The 'Quizzes' link is circled in red. The main content area shows course details for 'Classwork/Homework = 45%' and 'Final Exam = 10%'. It also displays the state of Florida grading scale and contact information for Kathryn Coxwell. At the bottom, there are buttons for 'Import from Commons', 'Choose Home Page', and 'View Course Stream'.

Click on the title of the quiz or test to which you need to make adjustments.



A screenshot of the Canvas 'Quizzes' page. The breadcrumb trail shows '20191_1000410_5114 > Quizzes'. A search bar is present at the top. Under the 'Assignment Quizzes' section, a quiz titled 'TEST 1 - text or email me' is listed with a due date of 'Due Oct 23, 2018 at 11:59pm'. This quiz title is circled in red. The sidebar on the left shows navigation options like Home, Announcements, Syllabus, Modules, Assignments, Grades, PSC Library, Evaluations, Files, and Discussions.

Click on Moderate This Quiz.

The screenshot shows the Canvas LMS interface for a course titled '20191_1000410_5114'. The main content area displays the quiz 'TEST 1 - text or email me' with a 'Published' status. The quiz description includes contact information for the instructor and a note about the test grade. The 'Related Items' section on the right contains links for 'Quiz Statistics', 'Moderate This Quiz' (circled in red), and 'SpeedGrader™'. The left sidebar shows navigation options like Home, Announcements, Syllabus, and Quizzes. The bottom of the screen shows the Windows taskbar with various application icons and the system clock indicating 3:14 PM on 3/25/2020.

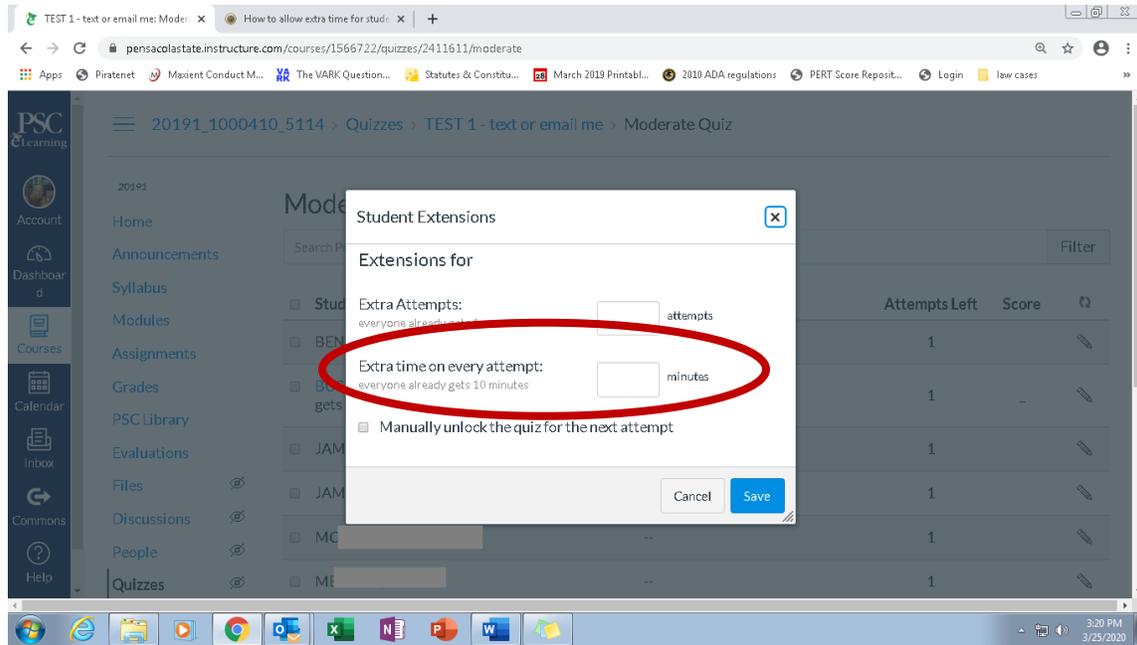
Click on the edit pencil for the student whose time you need to adjust.

The screenshot shows the 'Moderate Quiz' page for the same quiz. It features a table with columns for 'Student', 'Attempt', 'Time', 'Attempts Left', and 'Score'. The table lists several student attempts, with one student noted as 'gets 20 extra minutes on each attempt'. The edit pencil icon for the student 'B...' is circled in red. The page includes a search bar for people and a filter button. The left sidebar and Windows taskbar are also visible, with the system clock showing 3:18 PM on 3/25/2020.

Student	Attempt	Time	Attempts Left	Score
BI...	--		1	
B... KA gets 20 extra minutes on each attempt	--		1	--
JA...	--		1	
JA...	--		1	
MC...	--		1	
ME...	--		1	

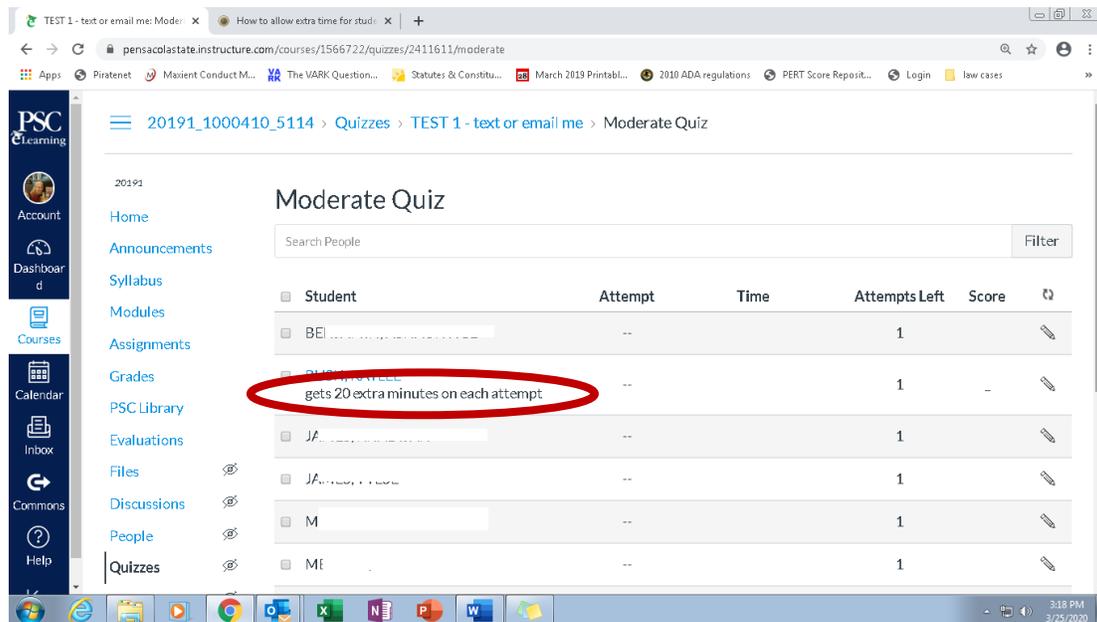
Add the extended time to the box.

REMEMBER: Put the extra time in the box. For example, if the class gets 60 minutes and the student's accommodation is 1.5x, then the student will get 90 minutes. **Only put 30 in the box.** Canvas will add the 30 to the existing 60 for a total of 90 minutes.



Click save.

Canvas will tell you who has extended time once you save.



NOTE: You have to adjust the time for each student on EACH test or quiz. There is no way to change multiple students or multiple tests at the same time.