Adding Extra Time to Student Quiz Attempts

1. Give Students Extra Time on a Quiz
   - Important: You can grant students extra time on a timed quiz. The extra time will be added to the student's future attempts.
   Note: A quiz must be published before you can add extra time to student attempts.

   a) Open the course. In Course Navigation, click the "Quizzes" link.

   ![Quiz Link](image1)

   b) Click the name of the Quiz.

   ![Click Name of Quiz](image2)

   c) Click the "Moderate this Quiz" link in the right (or below) sidebar.

   ![Moderate Quiz Link](image3)

   d) To moderate the quiz for a single student, click the Edit icon in the row to the right of the student's name, the pencil icon pointing down and to the right.

   You can also filter students in your course by using the Search People field.
Adding Extra Time to Student Quiz Attempts

**Moderate Quiz**

<table>
<thead>
<tr>
<th>Student</th>
<th>Attempt</th>
<th>Time</th>
<th>Attempts Left</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student1 Name</td>
<td>--</td>
<td>--</td>
<td>1</td>
<td>--</td>
</tr>
<tr>
<td>Student2 Name</td>
<td>1</td>
<td>finished in 9 minutes</td>
<td>0</td>
<td>8</td>
</tr>
<tr>
<td>Student3 Name</td>
<td>1</td>
<td>finished in 21 minutes</td>
<td>0</td>
<td>10.0</td>
</tr>
</tbody>
</table>

*Figure 4 Moderate Quiz for a Single Student*

e) To moderate the quiz for several students, click the checkbox beside the students' names, then click the "Change Extensions for [x] Selected Students" link at the bottom of the table.

**Moderate Quiz**

<table>
<thead>
<tr>
<th>Student</th>
<th>Attempt</th>
<th>Time</th>
<th>Attempts Left</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student1 Name</td>
<td>--</td>
<td>--</td>
<td>1</td>
<td>--</td>
</tr>
<tr>
<td>Student2 Name</td>
<td>1</td>
<td>finished in 9 minutes</td>
<td>0</td>
<td>8</td>
</tr>
<tr>
<td>Student3 Name</td>
<td>1</td>
<td>finished in 21 minutes</td>
<td>0</td>
<td>10.0</td>
</tr>
</tbody>
</table>

*Figure 5 Moderate Quiz for Several Students*

f) The Student Extensions screen will appear.

Enter the number of extra minutes in the **Extra Time on Every Attempt field**. Extra time can only be added in full-minute increments.

The extra time will be added to the students' future attempts.

Click "**Save**".
Adding Extra Time to Student Quiz Attempts

g) Verify that time has been extended for the selected students on the Moderate Quiz page.