



Giving Extra Attempts/Time to Canvas Quizzes

Extra time and/or extra attempts for specific students can be granted in Canvas using **Moderate This Quiz**.

Note that:

- *Quiz availability dates still apply when moderating a quiz. If the Until date passes when students are taking the quiz with extended time, the quiz auto-submits even if the student's time extension has not expired.*
- *If you give a student extra time during an **in-process** quiz with a set availability date and time, their submission time will display as occurring later than the selected availability time.*
- *When extra attempts are given via the Moderate Quiz option, Canvas keeps the highest quiz score by default.*

There are three scenarios (in-progress exam, before exam and after exam) to give extra attempts/time. Instructors will need to **publish** the exam to see the **Moderate This Quiz** feature.

1. In Course Navigation, click the **Quizzes** link and then open the quiz
2. On the individual quiz page, you can find the **Moderate This Quiz** on the right side.


3. Click on **Moderate This Quiz**, you could find how students are doing with this quiz

Moderate Quiz

Search People					Filter
<input type="checkbox"/> Student	Attempt	Time	Attempts Left	Score	
<input type="checkbox"/>	1	finished in less than a minute	3	1	
<input type="checkbox"/> Student, Test	--		1		
<input type="checkbox"/>	1	finished in less than a minute	1	0	

Give extra attempts/time during an in-process quiz:

- **Giving extra attempt:**

- Giving extra attempt, you need to click on the little pencil icon appearing the right end of the student 
- In the pop-up window, type the number of extra attempts you'd like to give to the student in the **Extra Attempts** field **[1]**

Student Extensions ✕

Extensions for Student, Test



Extra Attempts: [1] attempts
everyone already gets 1







Extra time on every attempt: minutes
everyone already gets 10 minutes

Quiz attempts whose availability dates have passed will still auto-submit even if the extended time has not expired.

Manually unlock the quiz for the next attempt



- **Giving extra time:**

- When students have an **in-progress** attempt in the quiz, the attempt's remaining time will display next to a clock icon .
- Click on the clock icon  if you want to extend the time on the quiz. You can only extend the time for one current quiz attempt at a time.

Moderate Quiz					
Search People					Filter
<input type="checkbox"/> Student	Attempt	Time	Attempts Left	Score	
<input type="checkbox"/> Boone, Emily	2	00:12 	8	8	
<input type="checkbox"/> Doe, Jessica	1	finished in 1 minute	9	7.0	
<input type="checkbox"/> Johnson, Max	2	Time Up! 	8	3.666666666666667	


- In the pop-up window, Canvas shows you what time the quiz began and what time it is scheduled to end.

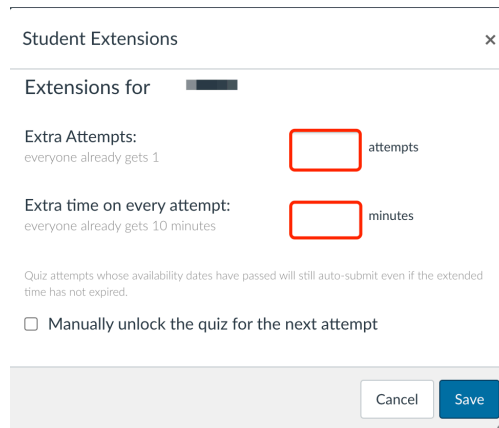
- In the time drop-down menu[2] located after from, choose whether you want to add those minutes to the **current time** or the **current (scheduled) end time**.

Note: You can't give extra time to an **in-progress** exam using the little pencil icon appearing at the right end of the student , even though in the pop-up window of the , there is a field for you to give extra time on every attempt.

Give extra attempts/time before a quiz:

- **Giving extra attempt:**

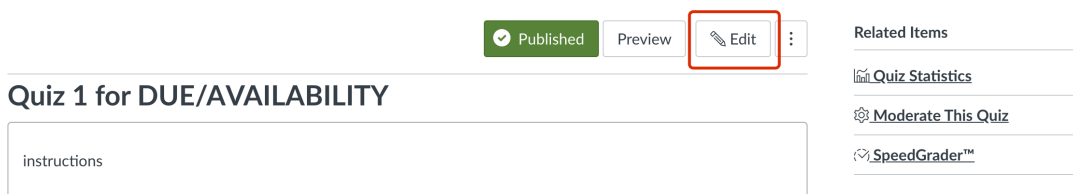
- Giving extra attempt, you need to click on the little pencil icon appearing the right end of the student 



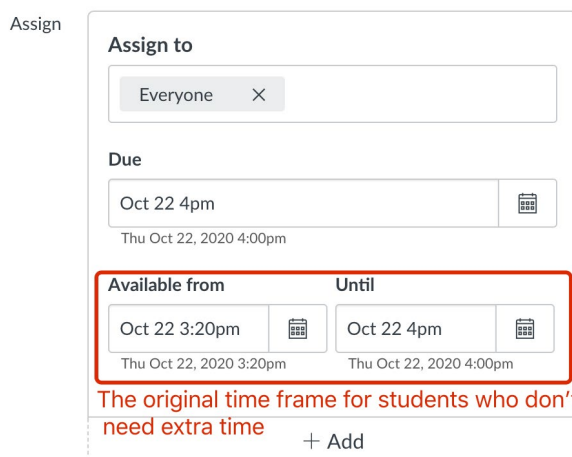
Note: the extra attempts field shows the total extra attempt given to the student. If you already assign an additional attempt for the student, and you want to grant another attempt, you need to enter "2" instead of "1" attempt in the **Extra Attempts** field.

- **Giving extra time:**

- Since availability has the highest priority, which means that if the Until date passes when students are taking the quiz with extended time, the quiz auto-submits even if the student's time extension has not expired, we need use extra **assign to** function to accommodate students' availability/due time frame.
- Go to **Edit** for the quiz



- Scroll down to the **Assign** section. You first need to populate the due/availability time frame for students who don't require extra time accommodation.
 - Here the original time frame is set from 3:20pm to 4:00pm.



- After that, click on **+Add** option to accommodate students that require extra time

Assign

Assign to
Everyone X

Due
Oct 22 4pm
Thu Oct 22, 2020 4:00pm

Available from
Oct 22 3:20pm
Thu Oct 22, 2020 3:20pm

Until
Oct 22 4pm
Thu Oct 22, 2020 4:00pm

+ Add

- In the additional **Assign to** field that emerges, select students requiring accommodation. Modify due/availability time frame according to students' needs.
 - Here we give extra 20 minutes for the student. The availability time was changed from "3:20pm to 4:00pm" to "3:20pm to 4:20pm", and the due date was changed from "4:00pm" to "4:20pm"

Assign to X

Names of students who require extra time

Due
Oct 22 4:20pm
Thu Oct 22, 2020 4:20pm

Available from
Oct 22 3:20pm
Thu Oct 22, 2020 3:20pm

Until
Oct 22 4:20pm
Thu Oct 22, 2020 4:20pm


+ Add

- The final look of these setting should be like this:

Once you add an additional "assign to" section, the canvas will automatically change the original assign to "everyone" into "everyone else"

Save


- Click on **Save** to save your setting.
- These steps above only modify the submission deadline for students with special requirement, so that the exam does not close prematurely for them. In addition to modifying the submission deadline, you will also need to go to **Moderate This Quiz**

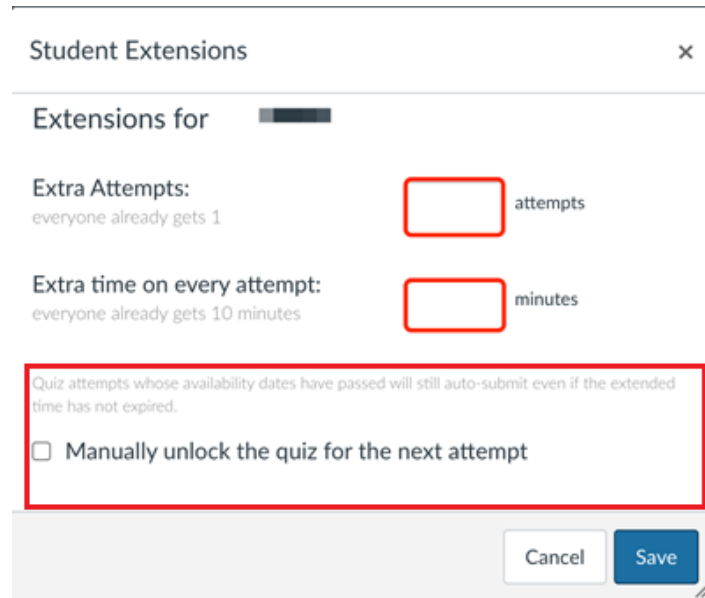
- Click on **Moderate This Quiz**, you could find how students are doing with this quiz
- Giving extra time, you need to click on the little pencil icon  appearing the right end of students who require extra time.

Note your extra time shouldn't exceed the availability time frame you just set for students

Give extra attempts/time after a quiz:

- **Giving extra attempts or/and time:**

- Giving extra attempt or/and time, you need to click on the little pencil icon appearing at the right end of the student 



Student Extensions ×

Extensions for

Extra Attempts: attempts
everyone already gets 1

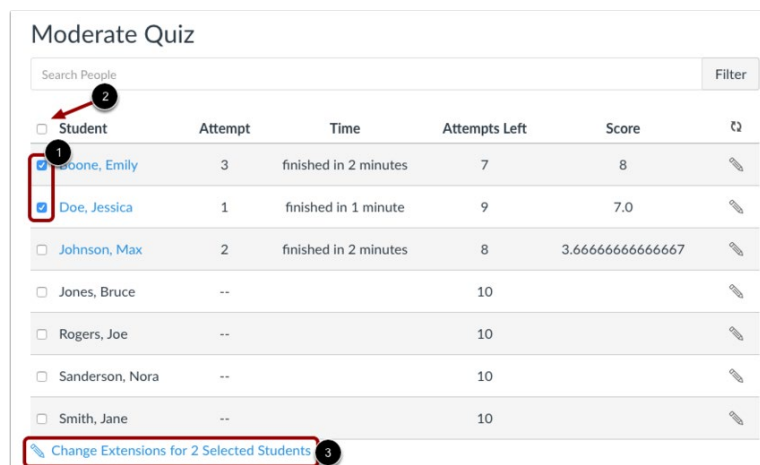
Extra time on every attempt: minutes
everyone already gets 10 minutes

Quiz attempts whose availability dates have passed will still auto-submit even if the extended time has not expired.

Manually unlock the quiz for the next attempt

- If your quiz is locked because of availability dates, you will need to unlock the quiz for the student by clicking the **Manually unlock the quiz for the next attempt** checkbox.

If you want to modify multiple students at a time, click the checkbox [1] next to each of their names. If you want to select all students, click the top checkbox [2]. Click **Change Extensions for [#] Selected Students button [3]**



Student	Attempt	Time	Attempts Left	Score	
<input checked="" type="checkbox"/> Doone, Emily	3	finished in 2 minutes	7	8	
<input checked="" type="checkbox"/> Doe, Jessica	1	finished in 1 minute	9	7.0	
<input type="checkbox"/> Johnson, Max	2	finished in 2 minutes	8	3.66666666666667	
<input type="checkbox"/> Jones, Bruce	--		10		
<input type="checkbox"/> Rogers, Joe	--		10		
<input type="checkbox"/> Sanderson, Nora	--		10		
<input type="checkbox"/> Smith, Jane	--		10		

Note that when modifying an in-process quiz, you can only modify one student at a time

References:

- Once I publish a quiz, how can I give my students extra attempts?: <https://community.canvaslms.com/t5/Instructor-Guide/Once-I-publish-a-quiz-how-can-I-give-my-students-extra-attempts/ta-p/1242>

- Once I publish a timed quiz, how can I give my students extra time?:
<https://community.canvaslms.com/t5/Instructor-Guide/Once-I-publish-a-timed-quiz-how-can-I-give-my-students-extra/ta-p/999>
- Adding Extra Time for Time-Limited Canvas exams:
<http://www.sfu.ca/students/accessible-learning/faculty/resources/canvas-extra-time.html>