Adding extra time to a test per student

There are times when you are required to add extra time to an online test for a specific student. Canvas allows you to do this using the Moderate This Quiz button.

Note: Your test must be Published to see the Moderate This Quiz button.

After you have created and <u>published</u> the quiz, you will see

Ø Click Moderate This Quiz



In the Moderate Quiz window, you will see a list of your students. You can choose to use the search tool or scroll

through the list.

Once you have found the student,

Ø Click the box to the left of the student name.

Ø Click

- Ø Enter only the extra required minutes in the box.
 ex: the test time is 30 minutes; the student is allowed time and a half. Enter 15 minutes in the box.
- Ø Click



