

How do I extend the time for a student to take a quiz?

Tell Me

There are three scenarios in which you may want to extend the time for a student to take a quiz:

- Reopening a quiz
 - Student missed the original quiz timeframe and is making up the quiz
 - The original Time Limit for the quiz is not affected
- Student requires extra time due to a documented accommodation
 - Refer to the Canvas [documentation](#)
- Student is actively taking the quiz and reports that extra time is needed due to internet connectivity issues, etc.
 - Refer to the Canvas [documentation](#)

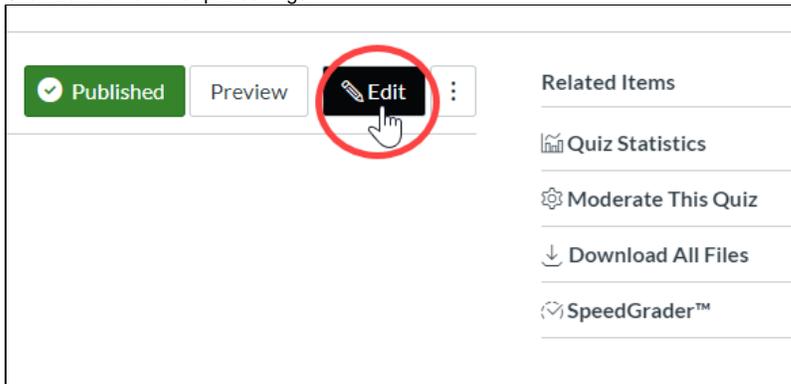


Quiz Ending Times!

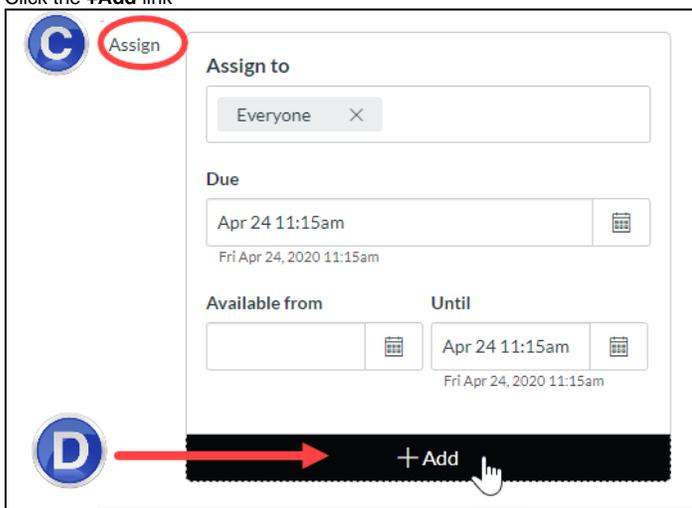
Quiz availability dates still apply when students are taking a quiz. If the **Until** date, specified in the quiz settings, passes when students are taking the quiz with extended time, the quiz auto-submits even if the student's time extension has not expired.

1. Reopening a quiz

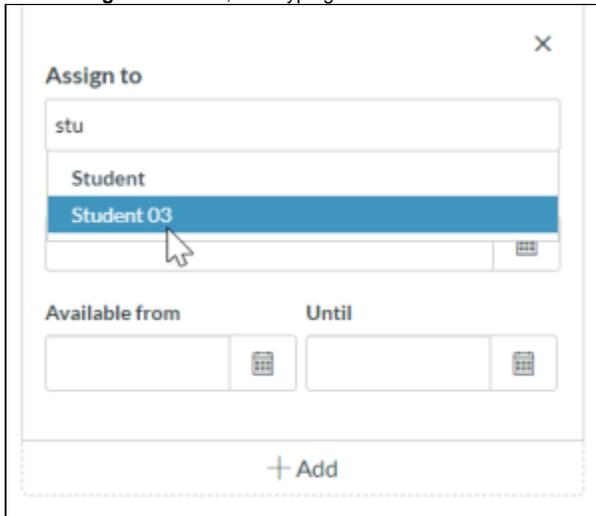
- Access the quiz in Canvas
- Click **Edit** to view the quiz settings



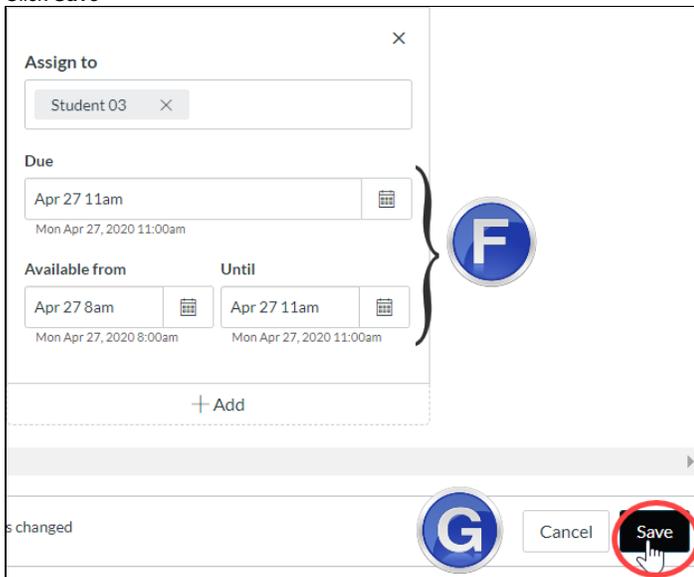
- Scroll to the bottom of the page to view the **Assign** area
- Click the **+Add** link



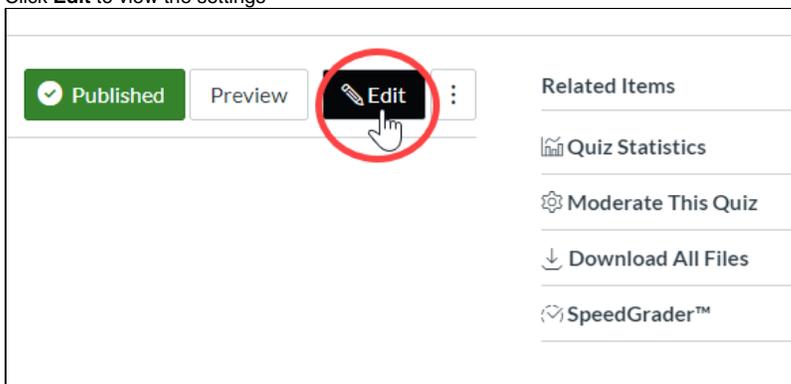
e. In the **Assign to** text box, start typing the name of the student and choose the name when it is displayed



f. Enter new **Due**, **Available from**, and **Until** dates and times
g. Click **Save**



h. The student will be able to access and take the quiz
2. Student requires extra time due to a documented accommodation
a. Access the quiz in Canvas
b. Click **Edit** to view the settings



c. Scroll to the bottom of the page to view the **Assign** area

d. Click the **+Add** link

C Assign

D + Add

e. In the **Assign to** text box, start typing the name of the student and choose the name when it is displayed

Assign to

stu

Student

Student 03

Available from

Until

+ Add

f. Enter new **Due**, **Available from**, and **Until** dates and times by multiplying the amount of the test time allowed for all students by the extended time accommodation

g. Click **Save**

Assign to

Student 03

Due

Apr 27 11am

Available from

Apr 27 8am

Until

Apr 27 11am

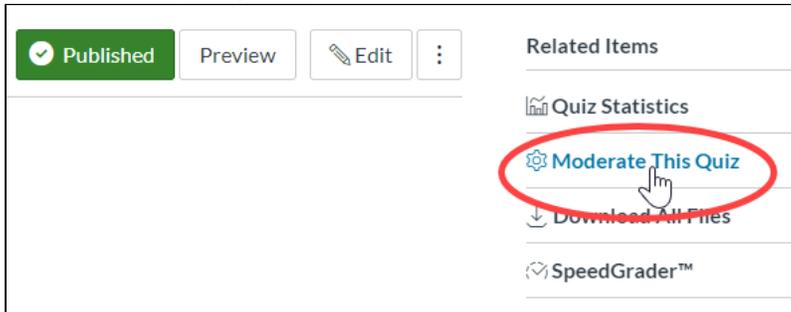
F

+ Add

changed

G Cancel Save

h. Click the **Moderate This Quiz** link



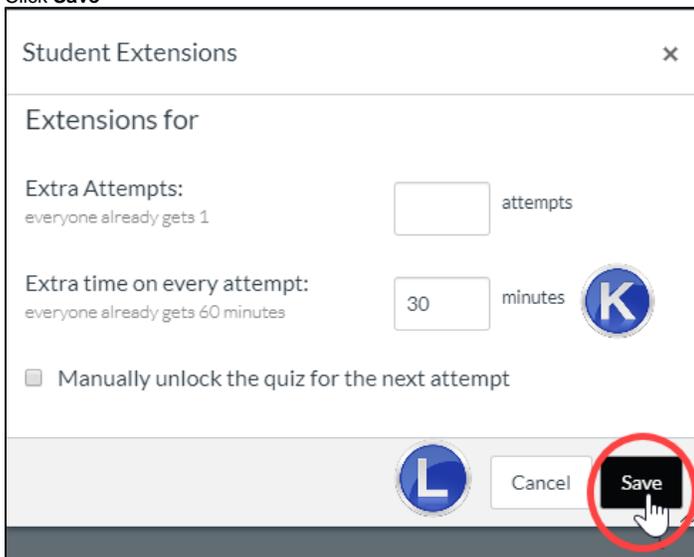
i. In the list, find the student who has the accommodation

j. Click the **Change User Extensions** icon, it looks like a pencil. The Student Extensions dialog box is displayed



k. In the **Extra time on every attempt** text box, enter the number of minutes the quiz should be extended for this student

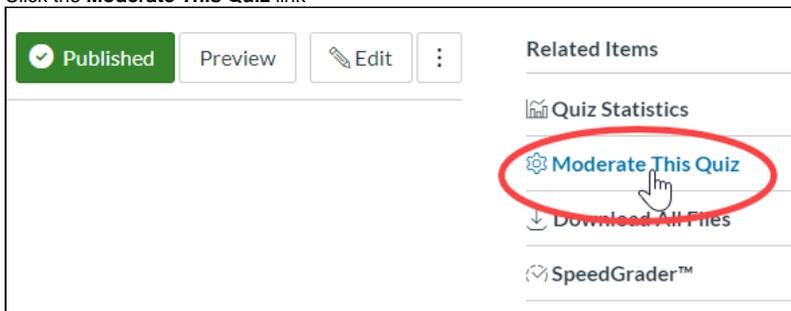
l. Click **Save**



3. Student is actively taking the quiz and reports that extra time is needed due to internet connectivity issues, etc.

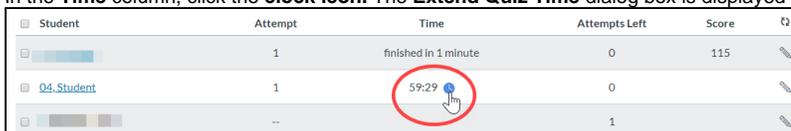
a. Access the quiz in Canvas

b. Click the **Moderate This Quiz** link



c. Find the student in the list who you want to extend the time

d. In the **Time** column, click the **clock icon**. The **Extend Quiz Time** dialog box is displayed



e. In the **End the quiz** text box, type the number of minutes extra you want to give the student as part of their attempt

f. In the drop-down menu, choose either **now** or **current end time**. The **now** option adds the specified number of minutes to the current time. The **current end time** option adds the specified number of minutes to the quiz scheduled **Until** time specified in the quiz settings

g. Click **Extend Time**

Extend Quiz Time

You can give this student extra time on their current quiz attempt. How much time would you like to give them?

Started: Apr 27 at 12:28pm
Ending: Apr 27 at 1:28pm

End the quiz minutes from

Maximum of 1440 minutes (24 hours)

h. The clock timer for the student displays the new time

Related FAQs

- [How do I create a cloud assignment in Canvas with a Google Drive file?](#)
- [Can students use their Smartphones or tablets to access Canvas courses?](#)
- [How do I download a Kaltura Video in Canvas?](#)
- [How do I use the Canvas Student Annotated Assignment?](#)
- [Where can instructors find accessibility statements for approved campus technology?](#)