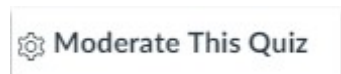## Adding extra time to a test per student

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 published the quiz, you will see

⚙ Moderate This Quiz
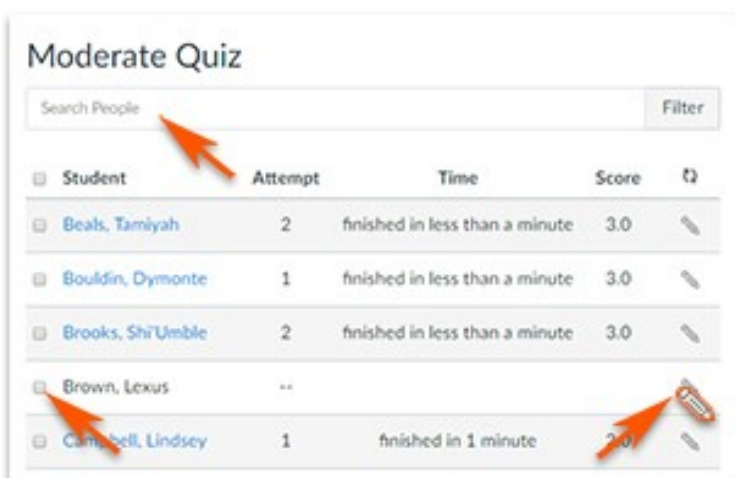
> Click Moderate This Quiz

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,

> Click the box to the left of the student's name.

> Click ✎

> 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.
> Click

Save

ONLINE LEARNING