

# Extending Test Time for Student Accommodation

## Access the Test Options Menu

1. Go to the content location on your site where the Test has been “Deployed” (added).

2. Mouse over the link with the Test title  
Click on the **gray down arrow**



3. Choose “Edit Test Options” from the menu

**NOTE:** If you do not see this option, it is probably a “Course Link” and not the direct link to the test.



## Add the “Test Availability Exception”

1. Scroll to “Test Availability Exceptions”  
(Section 3)



### 3. Test Availability Exceptions

*Click Add User or Group to search for course users and group members. Click Remove all Exceptions to delete all exceptions.*

2. Click on “Add User or Group”

Add User or Group

3. **Select the student** from the class list that pops up. Edit the paging if needed.

<input type="checkbox"/>	User or Group	User ID or Group Name
<input checked="" type="checkbox"/>		HuskyCT Student
<input type="checkbox"/>		Demo User


4. Click “Submit” at lower right hand corner of window.

Cancel

Submit

The current settings for rest of class will appear next to the selected student’s name.

5. **Enter the time needed** in Timer section

User or Group	Name	Attempts	Timer
	HuskyCT Student	Single Attempt	<input checked="" type="checkbox"/> 30 <input checked="" type="checkbox"/> Auto Submit

6. Click “Submit” at the bottom of Test Options page

Cancel

Submit