How to adjust the exam clock in Blackboard for students receiving 1.5 time on exams

Test Options

Test options control the instructions, availability, due dates, feedback, self-assessment and presentation of the test. More Help

✳ *Indicates a required field.*

TEST INFORMATION

✳ Name

Changing the time on the

Choose Color of Name

⬛ ⌄ Black

Content Link Description

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Path: p

Test Instructions

How to adjust the exam clock for students who receive 1.5 time for exams

☑ Show Instructions to students before they begin the test.

Open test in new window ◉ Yes ○ No

When building your exam in Blackboard you have a variety of test options.

TEST AVAILABILITY

Make the link available   ○ Yes ◉ No

Add a new announcement for this   ○ Yes ◉ No
test

☐ Multiple Attempts
      ○ Allow Unlimited Attempts
      ○ Number of Attempts [   ]

Score attempts using   [Last Graded Attempt   ▼]

☐ Force Completion
Once started, this test must be completed in one sitting.

☑ Set Timer
Set expected completion time. Selecting this option also records completion time for this test. Students will see the timer option before they begin the test.

      [60]   Minutes
      Auto-Submit
      ○ OFF ◉ ON
      OFF: *The user is given the option to continue after time expires.*
      ON: *Test will save and submit automatically when time expires.*

☐ Display After [01/06/2015]   [📅]   [11:39 AM]   🕐
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

☐ Display Until [01/06/2015]   [📅]   [11:40 AM]   🕐
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

☐ Password [   ]
Require a password to access this test.

You can specify the standard length of time and the date window that the test is available.

TEST AVAILABILITY EXCEPTIONS

*Click **Add User or Group** to search for course users and groups to add to the exception list. Timer and force comple* *test availability step to enable those settings for exceptions. If you choose to use groups, you must make the group ui* *to see group members. Click **Remove all Exceptions** to delete all exceptions for the test.*

Add User or Group

Students approved for extended time can be put into a group you apply test availability exceptions to. Click on the Add User or Group button and select those students who have provided Academic Adjustment Forms showing that they are eligible for 1.5 time and add them to the group. You can specify 1.5 time for those students by adding 50% to the clock. If the rest of the class gets 60 minutes those in the exception group will receive 90 minutes. Important, please make sure the Force Completion box is **not** checked.

TEST AVAILABILITY EXCEPTIONS

Click **Add User or Group** to search for course users and groups to add to the exception list. Timer and force completion must be enabled in the previous test availability step to enable those settings for exceptions. If you choose to use groups, you must make the group unavailable if you do not want students to see group members. Click **Remove all Exceptions** to delete all exceptions for the test.

| Add User or Group | Remove All Exceptions |

Name	Attempts	Timer	Availability	Options
👤 Test Student	Single Attempt ▼	✔ 90 ✔ Auto Submit	📅	☐ Force Completion	✖

Once you select the students eligible for 1.5 time and add them to the exceptions list you can set their 1.5 time. Checking off the Auto Submit box ensures that when time expires the exam is submitted.

DUE DATE

Set the date the assessment is due. Optionally, do not allow students to take a test once the due date has passed.

*Submissions are accepted after this date, but are marked **Late**.*

☐ Due Date [   ] 🗓 [   ] 🕐
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

☐ Do not allow students to start the Test if the due date has passed.
Students will be unable to start the Test if this option is selected.

SELF-ASSESSMENT OPTIONS

If this test is a self-assessment, choose to include or hide the scores in the Grade Center. NOTE: If an instructor decides to include the test in the Grade Center after it was hidden, all prior attempts will be deleted.

☑ Include this Test in Grade Center score calculations
Grade Center items excluded from summary calculations are also excluded from weighting. Also note that if some weighted items are included in calculations and other weighted items are not, grade weight calculations will be skewed.

☐ Hide results for this test completely from the instructor and the Grade Center
If this option is selected, the instructor will not be able to see any student grades, view answers, aggregate results, or download result details. To protect student privacy, this choice cannot be reversed later without deleting all attempts.

SHOW TEST RESULTS AND FEEDBACK TO STUDENTS

Test results and feedback are available to students after they complete a test. Set up to two rules to show results and feedback. Rules occur based on the events selected.

When ⓘ	Score per Question ⓘ	Answers ⓘ	Feedback ⓘ	Show Incorrect Questions ⓘ
After Submission ▼	☑	☐ All Answers ☐ Correct ☐ Submitted	☐	☐

Fill in the rest of the test options. If you need additional assistance, please contact Distance Learning at 860-343-5756.