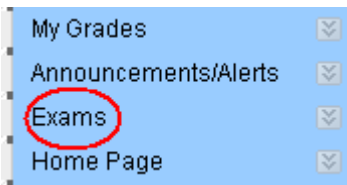


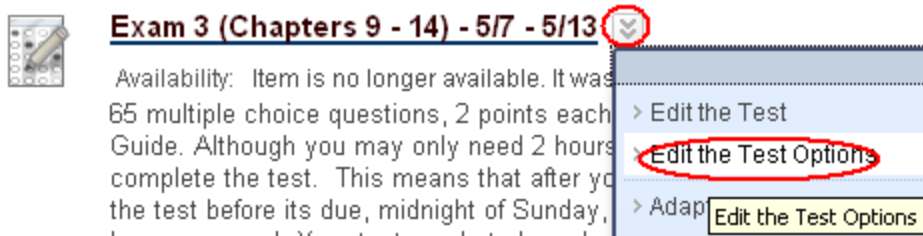
How to Adjust Test Duration to Accommodate Students with Learning Disability

To accommodate students with learning disability, you will need to adjust the setting of a test to provide the students with an extended time duration.

1. Navigate to the page that hosts the test. In this example, click “Exams” link in Course Menu.



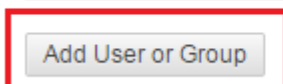
2. For the test you would like to allow a student with an extended time, click the action icon of the test and select “Edit the Test Options”.



3. Scroll all the way down until you see “TEST AVAILABILITY EXCEPTIONS”. Click on Add User or Group.

TEST AVAILABILITY EXCEPTIONS

*Click **Add User or Group** to search for course users and groups to add to the exception and enable those settings for exceptions. If you choose to use groups, you must make the group **Exceptions** to delete all exceptions for the test.*




MxCC Distance Learning Documentation

4. Select the student who needs an extra time to take the exam. Click on Submit.

Add User or Group

Search: Any Not Blank Go

<input type="checkbox"/>	User or Group	User ID or Group Name
<input checked="" type="checkbox"/>		[Redacted] Demo Student)

5. Type in the time allowed taking the test and checking Auto Submit. This setting allows the student to take the time different from other students and when time is up, the test will be submitted automatically.

TEST AVAILABILITY EXCEPTIONS

*Click **Add User or Group** to search for course users and groups to add to the exception list. Timer and force complete enable those settings for exceptions. If you choose to use groups, you must make the group unavailable if you do not want **Exceptions** to delete all exceptions for the test.*

Add User or Group Remove All Exceptions

Name	Attempts	Timer
[Redacted] Demo Student)	Single Attempt	<input checked="" type="checkbox"/> 240 <input checked="" type="checkbox"/> Auto Submit

6. Click "Submit" either at the top or the bottom of the page.
7. Repeat the above steps to set up all the tests.