Canvas Quiz Extensions

This tool will allow instructors to add quiz accommodations for students in Canvas that will apply to the whole course. Using this tool, Instructors will no longer have to go into each quiz to extend the time allowed. However, please note the following limitations:
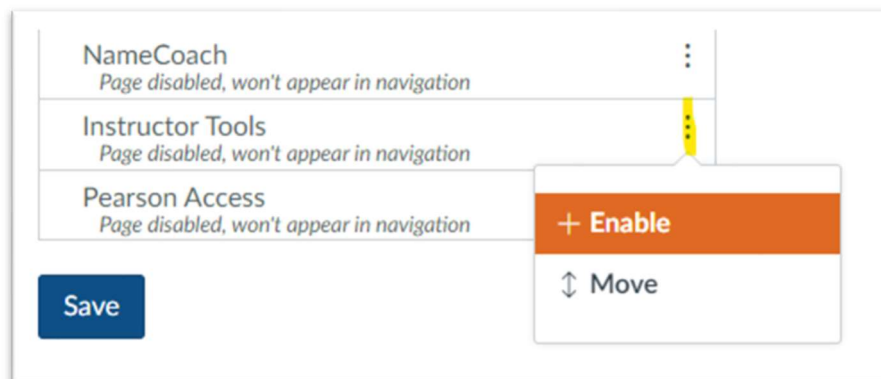
- Quiz Extension tool does **NOT** work with New Quizzes.
- Quiz Extension tool will **OVERWRITE** any existing quiz extensions.
- Quiz Extension tool will only apply extra time to **existing quizzes only**. If another quiz is added, you can return to the tool and will be prompted to apply existing extensions to newly created quizzes.

Accessing Quiz Extensions Tool in Canvas

Quiz Extensions is available under "Instructor Tools" in your course navigation. If this option is not showing, please follow the steps below to add the tool to the navigation.
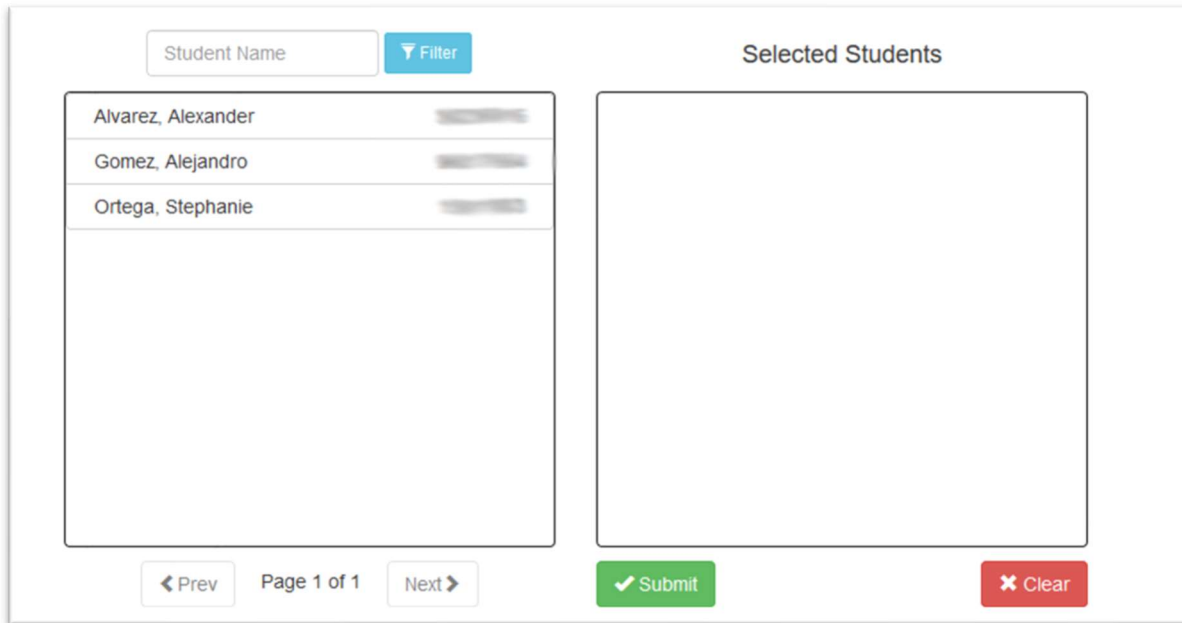
1. Click on the Settings tab in the course navigation menu, and then click on the Navigation tab
2. Find Instructor Tools in the inactive navigation section. Click on the 3 dots and select "+Enable" (see image). Once in your active navigation section at the top of the page, you can drop and drag it to your preferred location in the list.
3. Click the Save button at the bottom of the page.

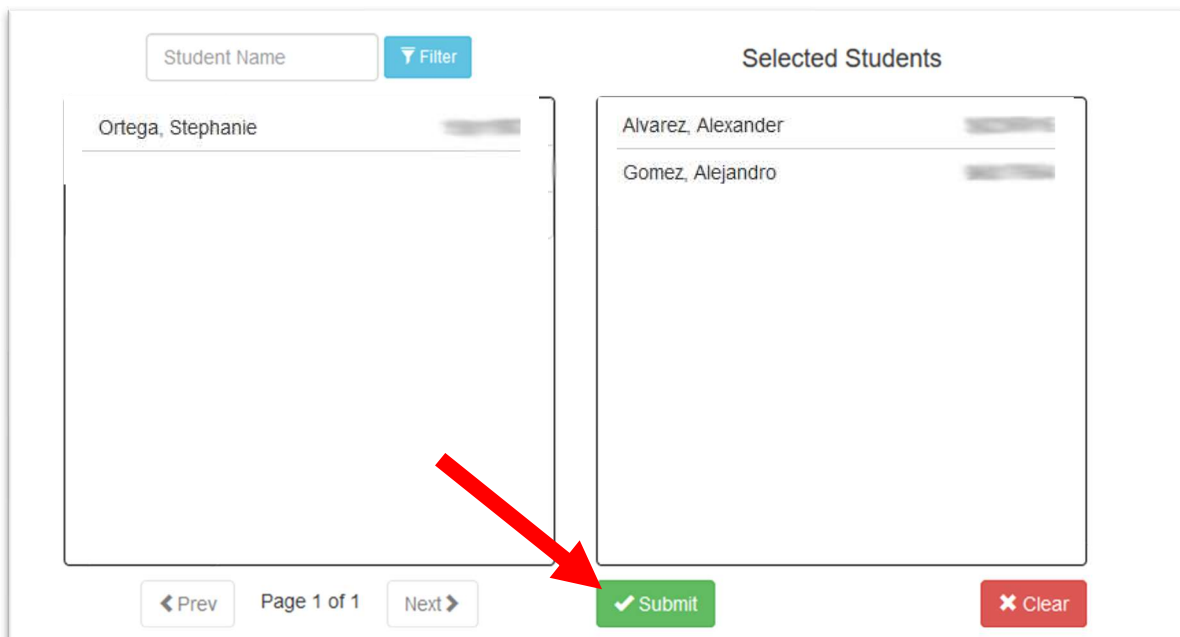# Accommodating Students for Canvas Quizzes

Students who receive the same amount of extended time can be processed together. The below example will demonstrate how to add 150% time (1.5x) to a group of students.

1. Select student(s) from the left-hand menu or use the Filter box to quickly find a student.
   - Search for students with UFID or name by typing it into the "Student Name" box and clicking "filter."
   - Clicking a student's name will add the student to the right side.
   - If a student was selected by mistake, clicking on the name on the right side will remove the student.

2. Once all students with the same accommodation time are selected, click "Submit."

3. A pop-up window will appear. Use the dropdown menu to select how much extra time the selected student will receive
   - Common time extensions are pre-populated in the left-hand side drop-down menu
   - Custom amounts of time can be added as a percentage (e.g. 2.5x represents 250%)

Extend Time ✕

Choose a predetermined extension or set a custom extension represented by percentage. For example, double time and a half would be 250%.

Time and a Half (1.5x) ▾ or [   ] ▲▼ %

The following students will have **150%** of normal time on all quizzes:

Alvarez, Alexander ▓▓▓▓
Gomez, Alejandro ▓▓▓▓

✔ Submit   ✖ Close

4. Click "Submit." The tool will run its updates and show you the results at the end. You can click "View results" to see each quiz and the additional time added or just click "Close".

Extend Time ✕

Refreshing Quizzes
100%

Complete. No quizzes required updates.

Updating Quizzes
100%

Success! 7 quizzes have been updated for 1 student(s) to have 150% time. 0 quizzes have no time limit and were left unchanged.

📋 View Results   ✖ Close