

# Individual or Group Override in a test, quiz or exam

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When providing an override, eLearning recommends using the students email address. If more than one person is added, select "any" for student must match setting.

## Individual student override

To change a quiz setting for a particular user or users,

1. Open the course and select "Turn Editing On" button
2. Scroll down to exam and open the test.
3. Select the gear icon, then select edit settings.
4. Select "User Overrides"
5. Click "Add Override"
6. Select the Student and add the new time, date, password, or time limit
7. Select "Save"
8. To issue additional Overrides, repeat steps 3-6.

## Group of students override

To change a quiz setting for a particular group

1. Open the course and select "Turn Editing On" button
  2. Scroll down to exam and open the test.
  3. Select the gear icon, then select edit settings.
  4. Select "Group Overrides"
  5. Click "Add Override"
  6. Select the Group and add the new time, date, password, or time limit
  7. Select "Save"
  8. To issue additional Overrides, repeat steps 3-6.
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