

# Student Accommodations to extend time on an exam

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If you have received an accommodation request to extended time on a test or other Moodle activity, the information below will help.

1. Open the course.
2. Select the activity that needs an accommodation, such as extended time on a test.
3. With the activity open, select the gear icon
4. From the menu with select Group overrides, or User overrides
5. Select the Add user override button, then select the student from the list.
6. Restrict access to the duplicated exam to an individual student or a select group of students by adding a password. When you specify a password, students must enter the password before they are allowed to attempt the quiz;
7. Dates, timing and number of allowed attempts may be changed for individual students or groups by following the links
8. Save or Save and add another override
9. If needed, add the accommodation to the [Respondus Monitoring and Lockdown Browser](#) dashboard settings or to the [SmarterProctoring](#) dashboard settings if you are using exam proctoring. If access is restricted in the Moodle exam with a password, you must use this same password for the student in the Respondus and SmartProctoring set up,

## Self-proctoring an exam

Some accommodations may necessitate self-proctoring an exam for a student or a group of students. Please use the following resources.

- [Setup exam to self proctor](#)

## Additional resources you may need:

- [Add a test, exam or quiz into course](#)
- [Copy exams, test, quizzes and other activities to another course](#)
- [Transfer, move or copy a course from a prior term](#)
- [Transfer, move or copy a course from another instructor](#)

## Web Conference, Virtual Meeting, Virtual Classroom Resources

- [Web Conference Options](#)
- [Microsoft Teams](#)
- [BigBlueButton](#)

Don't see the information you are looking for here? Use the search bar to find additional articles. If the topic is not listed, please post a comment in the section below, or email Wendi Prater ([wprater@mcneese.edu](mailto:wprater@mcneese.edu)).

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