Provide Accommodations for Students in Canvas

Contents

Assignments

How to Extend Due Date

1. Choose **Assignments** from the course navigation and click on the assignment.

2. Click the **Edit** button.

3. Scroll down to the **Assign Access** box. To change the due date for a specific student, click the + **Assign To** button.

4. Assign to a specific student from a drop-down list and change the **Due Date**. Click **Save**.
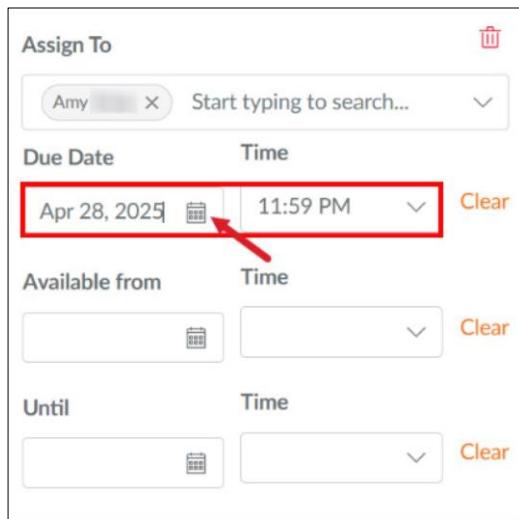
How to Provide More Attempts

NOTE: Before the instructor can proceed with these steps, the student needs to send the assignment file to the instructor (e.g., via email).

If an assignment has a limited number of attempts, and you want to provide an **additional attempt** for the **student with accommodations**, follow these steps:

1. In Course Navigation, click the **Grades** link.
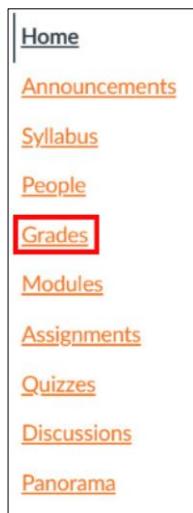
2. Locate the student's name and assignment. Click the **Gradebook cell [1]** and click the **Grade Detail Tray** icon **[2]**.
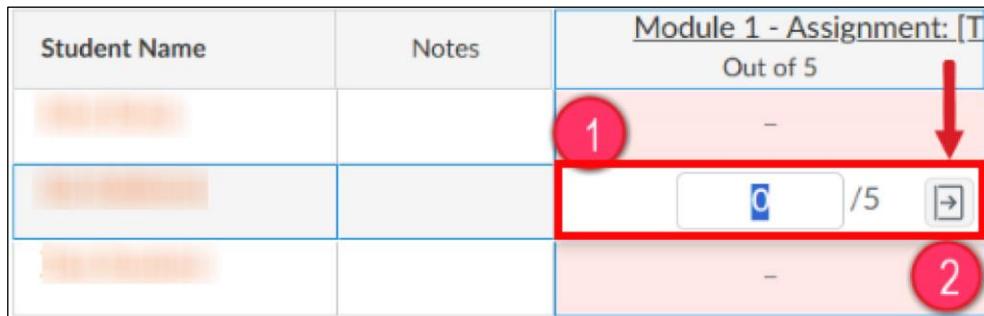
3. In the pop-up window, click **Submit for Student**.
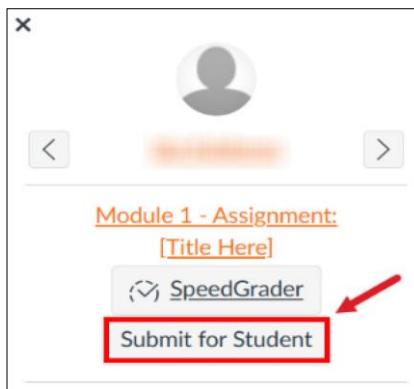
4. In a new Pop-up window, you can **drag** or **upload** a file that the student sent to you. Click **Submit**.
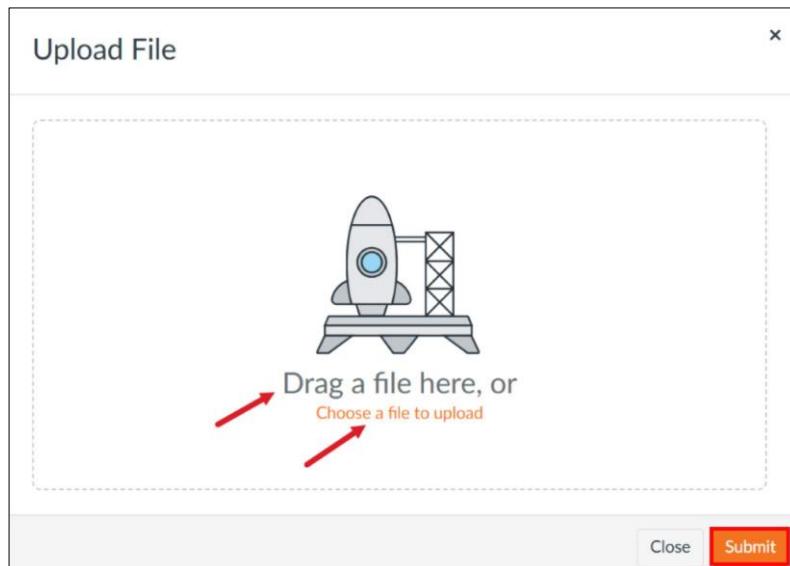
5. After submitting the assignment on behalf of the student, you will see a **new assignment** icon in the Gradebook along with the **submission details** in the Grade Detail Tray, where you can also view the uploaded file in SpeedGrader.

Discussions

How to Extend the Due Date

1. Select **Discussions** from the course navigation menu and select the discussion.

2. Click three dots (located on top right) and select **Edit** from a drop-down list.

3. Scroll down to the **Assign** box. To change the due date for a specific student, click the +**Add** button.
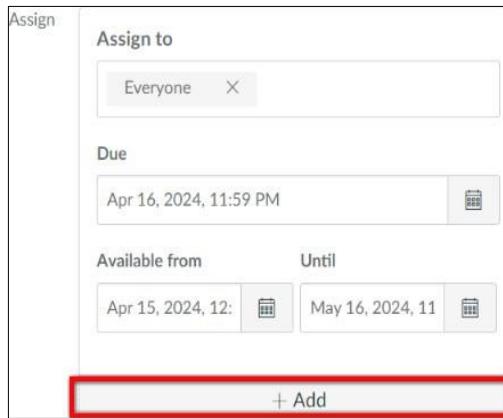
4. Assign to a specific student from a drop-down list and change the due date.
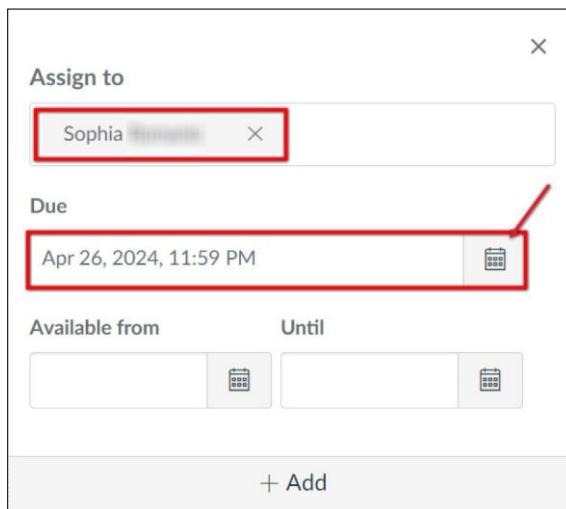
Classic Quizzes

How to Extend Due Date

1. Select the **Quizzes** link on the Course Navigation Menu and select the quiz.
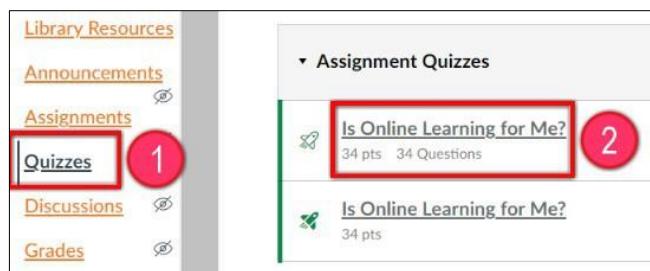
2. Click **Edit**.

3. Scroll down to the **Assign** box. To change the due date for a specific student, click the + **Add** button.
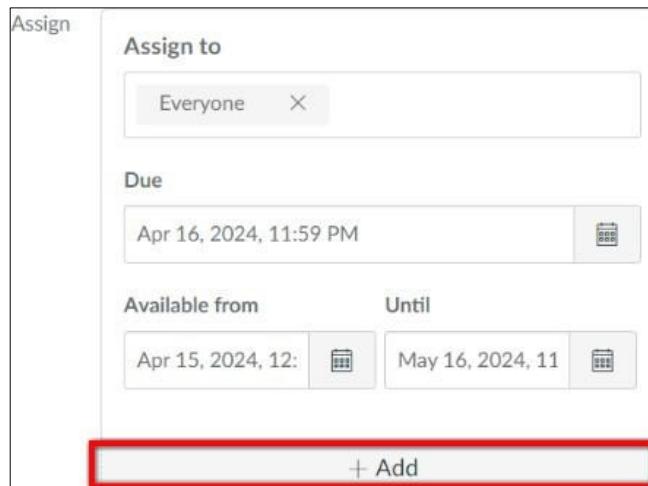
4. Assign to a specific student from a drop-down list and change the due date.
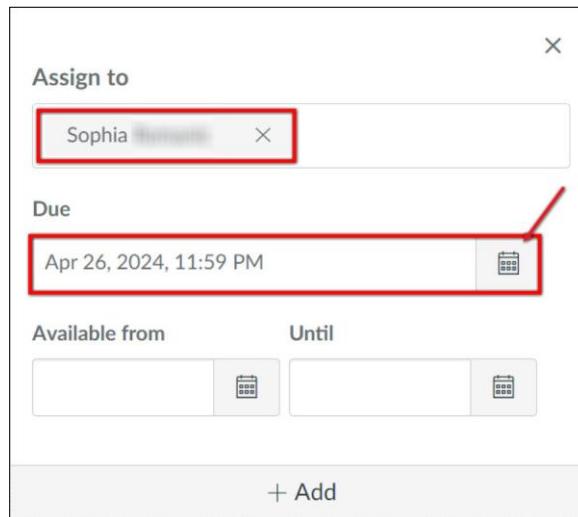
How to Provide More Attempts and Extra Time

1. Open the quiz, scroll down (or scroll to the left depending on the size of your monitor screen), and click **Moderate This Quiz**.

Related Items

 Quiz Statistics

 Moderate This Quiz

 SpeedGrader™
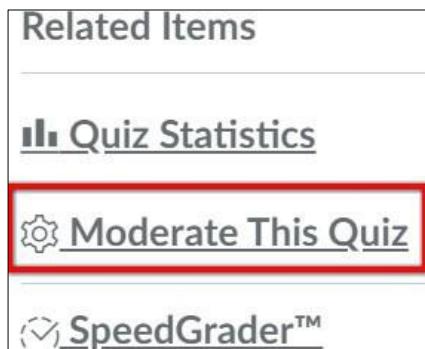
2. Click the pencil icon and change **Attempt** and **Time** accordingly for specific students. **Save** the changes.
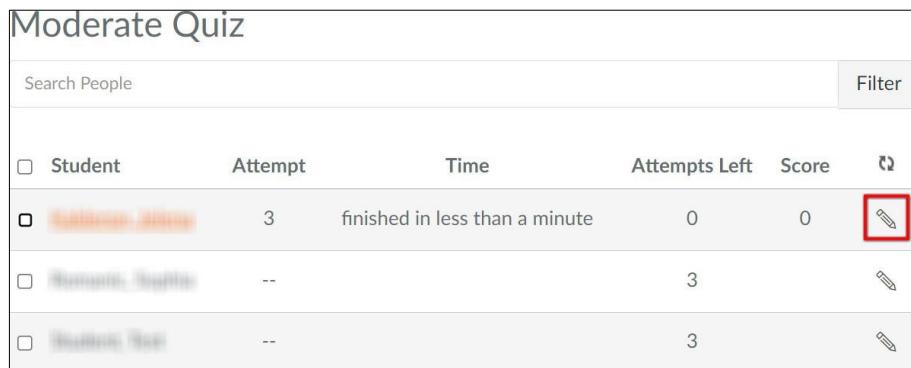
Moderate Quiz

Student	Attempt	Time	Attempts Left	Score	⟳
	3	finished in less than a minute	0	0	✎
	--		3		✎
	--		3		✎
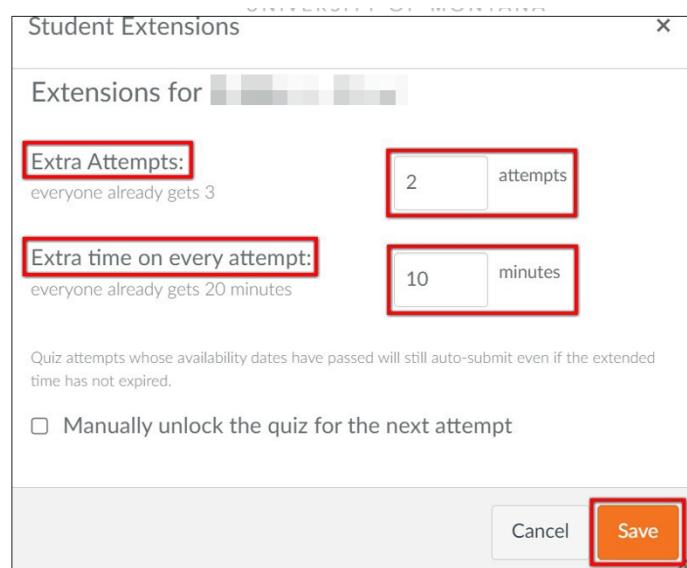
Student Extensions   ✕

Extensions for

Extra Attempts:
everyone already gets 3   2   attempts

Extra time on every attempt:
everyone already gets 20 minutes   10   minutes

Quiz attempts whose availability dates have passed will still auto-submit even if the extended time has not expired.

☐ Manually unlock the quiz for the next attempt

Cancel   Save

New Quizzes

How to Extend Due Date

The steps for extending due dates in **New Quizzes** are the same as in **Classic Quizzes**. (Refer to Page 6 in this guide.)

How to Provide More Attempts and Extra Time

You have **two options** in New Quizzes for accommodating students.

<u>**Option 1**</u>**: Apply Course-Level Accommodations (Time Multiplier Across All New Quizzes)**

This method applies a time multiplier to **all New Quizzes** in the course for the selected student. You only need to set this once.

1. Open your course and select **Quizzes** from the Course Navigation menu.
2. Click into **any New Quiz**, then click the **Build** button.
3. From the Build page, select the **Moderate** tab at the top.
4. Locate the student and **click the student's name** (not the pencil icon).
5. In the **Accommodations** panel that opens, select **Time limit multiplier**.
6. Enter a multiplier (e.g., **1.5x** for time-and-a-half or **2x** for double time).
7. Click **Save**.

This accommodation will apply automatically to all New Quizzes in the course that have a set time limit.

<u>Option 2</u>: Provide Extra Time or Attempts for a Single New Quiz

Use this option when a student only needs accommodations on **one quiz**.

1. Go to the **Quizzes** page in Course Navigation.
2. Click on the desired **New Quiz**, then click the **Build** button.
3. Click the **Moderate** tab at the top of the screen.
4. Locate the student and **click the pencil icon** in the **Accommodations** column.
5. In the **Manage current attempt** window, adjust any of the following:
   a. **Additional Attempts** (enter the number of extra attempts)
   b. **Time adjustments**:
      i. Add extra time (minutes or hours)
      ii. Remove time limit
      iii. Choose other time-related settings
6. Click **Apply** or **Save**.

These changes apply only to the specific quiz you are editing.