

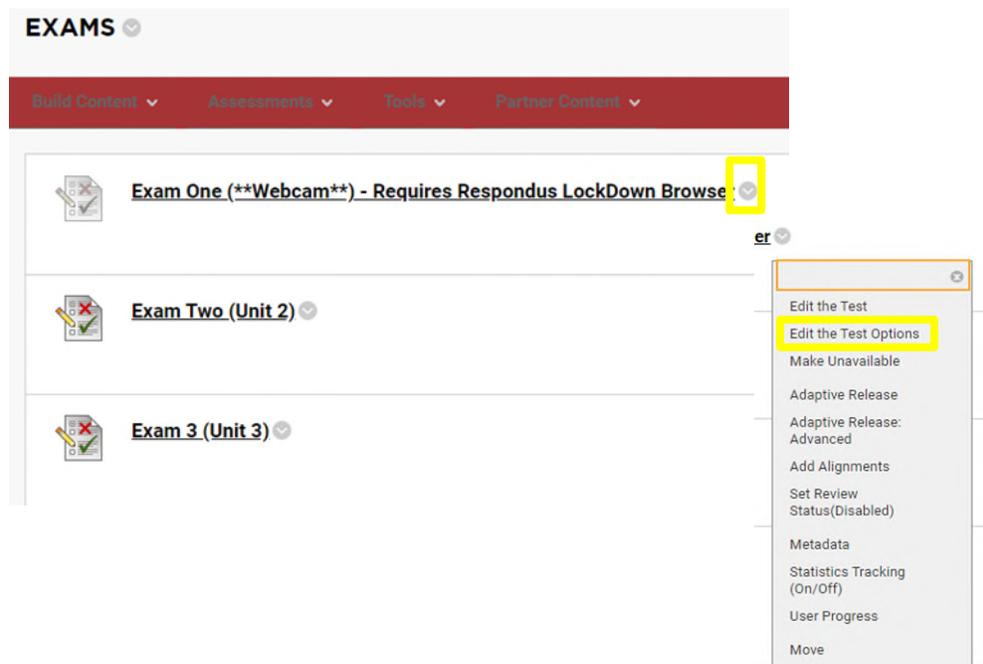
Blackboard FAQ: Accommodations

How do I extend the test timer for a single student?

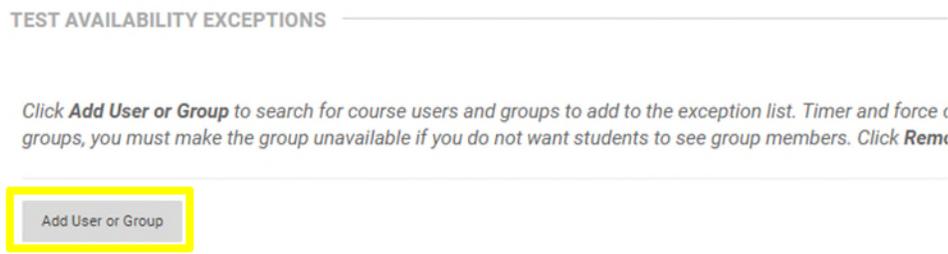
It is simple to create an accommodation for one or more students who need to have an extended time limit for a test.

Original Course View

1. Create the test questions and save the exam in your Blackboard site.
2. Click the **round drop down arrow** next to the title of your exam and select **Edit the Test Options**.



3. Under the *Test Availability Exceptions* heading, click the **Add User or Group** button



4. When you click on **Add User or Group** a new window will open, listing the students in your class. Search for and select the student who needs an accommodation, then click the **Submit** button.

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- Under *Timer*, change the length of the timer (in minutes). You can also deselect it to turn it off entirely for that student. Extended time will either be time-and-a-half (1.5x) or double time (2.0x).

If *Auto Submit* is selected, the exam will automatically end and submit when the timer ends.

Extra Time Examples:

Student A receives time-and-a-half (1.5x) and your exam has a 60-minute time limit. With this accommodation, your exam time limit should be 90-minutes for Student A.

Student B receives double time (2.0x) and your exam has a 60-minute time limit. With this accommodation, your exam time limit should be 120-minutes for Student B.

TEST AVAILABILITY EXCEPTIONS

Click **Add User or Group** to search for course users and groups to add to the exception list. *Timer and force completion must be enabled in the previous test availability step to enable those settings for exceptions. If you choose to use groups, you must make the group unavailable if you do not want students to see group members. Click **Remove all Exceptions** to delete all exceptions for the test.*

NAME	ATTEMPTS	TIMER	AVAILABILITY	OPTIONS
 Student Name	Single Attempt	<input checked="" type="checkbox"/> 50 <input checked="" type="checkbox"/> Auto Submit		<input checked="" type="checkbox"/> Force Completion x

- Click the **Submit** button to save the test options.

NOTE:

The test exception(s) must be set for each test individually. If you have more than one student who needs accommodations, you should repeat these steps for each student.

Test Availability Exceptions can also be used to make the test available during a different window for a student taking the test early or late (edit the dates and times under *availability*) or to allow for multiple or unlimited attempts (change the number of attempts by selecting an alternate option on the dropdown menu under *attempts*).