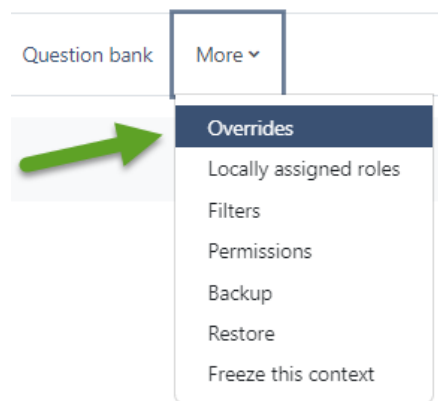


## Adding a User Override to a Quiz

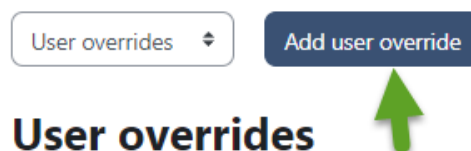
The time limit, deadline, and number of attempts allowed settings on a quiz can be overridden for specific users on specific quizzes to allow for accommodations or extensions. These overrides must be entered for each quiz to which the override applies. In other words, if a user has a time limit accommodation for all exams in the course, overrides must be set up on each exam. To add time limit, deadline, and attempt accommodations to a quiz, first select the quiz's link on the course home page:



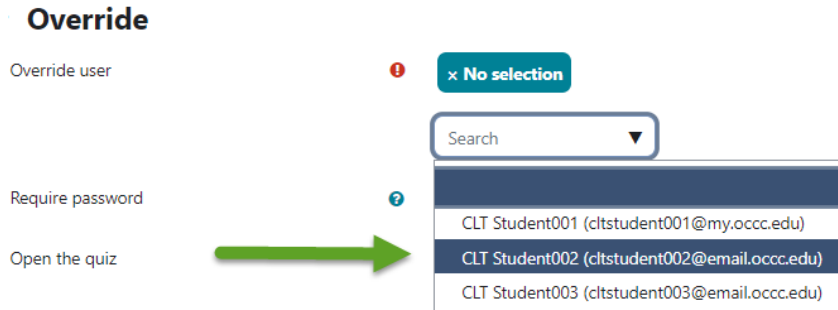
After the page loads, click on **More** in the Course Menu and select **Overrides** in the dropdown menu.



On the next page, select the **Add user override** button.



This will load the **Edit Override** page. Select the name of the student for whom you wish to add an override to the list of students in the dropdown menu.



**Override**

Override user ! x No selection

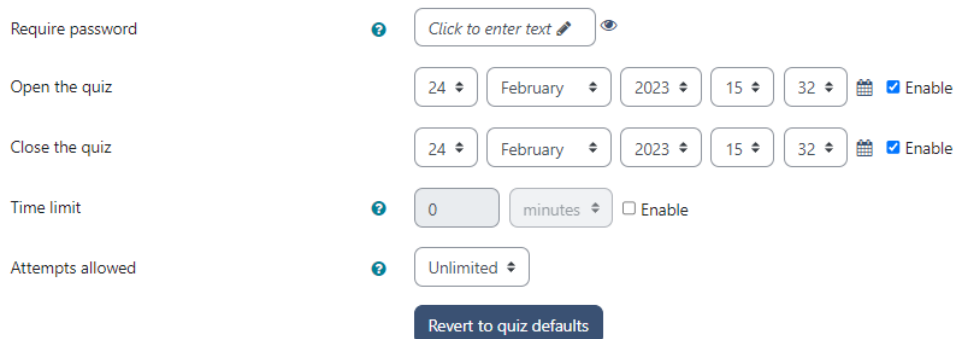
Require password ?

Open the quiz →

Search ▼

- CLT Student001 (cltstudent001@my.occc.edu)
- CLT Student002 (cltstudent002@email.occc.edu)
- CLT Student003 (cltstudent003@email.occc.edu)

The settings below the list of names will populate with the settings already in the quiz. The deadline, time limit, or attempts allowed settings should be adjusted as desired in this area.



Require password ? Click to enter text 👁

Open the quiz 24 February 2023 15 32 📅 ☒ Enable

Close the quiz 24 February 2023 15 32 📅 ☒ Enable

Time limit ? 0 minutes ☐ Enable

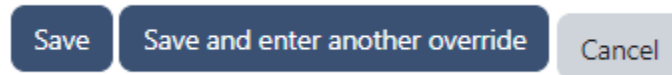
Attempts allowed ? Unlimited

Revert to quiz defaults

Adjusting the settings here will override the quiz's default settings for the selected user. The open and close times for the quiz can be overridden for the student using the **Open the quiz** and **Close the quiz** settings. The time limit can be overridden by adjusting the **Time limit** setting, and the number of attempts the selected student is allowed on the quiz can be adjusted with the **Attempts allowed** setting.

**Note:** If you allow students to retake a quiz for which they already have one submission, the **Attempts allowed** setting should be set to 2 to accommodate the extra attempt. However, if you have deleted previous submission, this setting should be set to 1 to allow only one attempt.

After adjusting the **deadline**, **time limit**, and **attempts allowed** overrides for the selected student, select the **Save** button to add the override and finish the process. If more than one student needs an override on the quiz, use the **Save and enter another override** button to save the override and enter another override for a different student on the same quiz.



After selecting the **Save** button, you will see a list of all of the overrides which have been successfully added to the quiz:

#### User overrides

User	Email address	Overrides	Action
CLT Student002	cltstudent002@email.occc.edu	Quiz opens	Friday, February 24, 2023, 3:32 PM
		Quiz closes	Tuesday, February 28, 2023, 3:32 PM

The overrides can be edited, duplicated, or deleted by using the respective icons in the **Action** column:

#### User overrides

User	Email address	Overrides	Action
CLT Student002	cltstudent002@email.occc.edu	Quiz opens	Friday, February 24, 2023, 3:32 PM
		Quiz closes	Tuesday, February 28, 2023, 3:32 PM

This process should be repeated for all of the other quizzes in your course which requires user overrides. If you have any questions or need assistance, please contact the CLT at 405-682-7838 or [clt@occc.edu](mailto:clt@occc.edu).