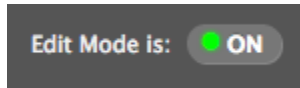


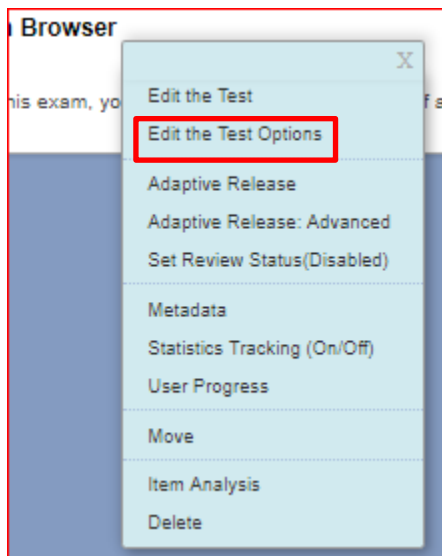
Setting Test Availability Exceptions

To make exceptions, first create the group using Control Panel>Users and Groups>Groups.

1. Make sure the Edit Mode is ON.



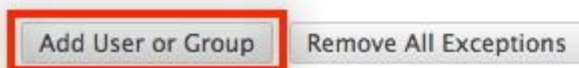
2. On the content page where you deployed your test, click the test's action link and select Edit the Test Options on the drop-down menu.



3. On the Test Options page, scroll down to the Test Availability Exceptions section and click the Add User or Group button.

3. Test Availability Exceptions

*Click **Add User or Group** to search for course users and groups to add to the exception list. Timer and Force Complete are settings for Exceptions. If you choose to use groups, you must make the group unavailable if you do not want all exceptions for the test.*



4. In the Add User or Group window, click the checkbox next to the name of the student or group of students you wish to grant exceptions to and click the Submit button.

Add User or Group

Search:

User or Group



5. The Test Options page will display the Test Availability Exceptions for the selected user or group. Edit the test settings (number of Attempts allowed, Timer, duration of test Availability, Force Completion) to match the necessary accommodation for the user or group.

Attempts	Timer	Availability	Options
<input type="button" value="Single Attempt"/> Single Attempt	<input checked="" type="checkbox"/> 180 <input checked="" type="checkbox"/> Auto Submit	<input type="checkbox"/>	<input checked="" type="checkbox"/> Force Completion <input type="button" value="X"/>
<input type="button" value="Multiple Attempts"/> Multiple Attempts	<input checked="" type="checkbox"/> 180 <input checked="" type="checkbox"/> Auto Submit	<input type="checkbox"/>	<input checked="" type="checkbox"/> Force Completion <input type="button" value="X"/>
<input type="button" value="Unlimited Attempts"/> Unlimited Attempts			

6. Click the Submit button to save your changes.