

CIE Digiguide: Exam moderation and rule exceptions with Canvas quizzes

This Digiguide outlines how to provide rule exceptions for individual students, when running the exam using a Canvas quiz, and also how to monitor an exam that is in progress, including issuing a new attempt.

Background

When running online exams through a Canvas quiz, with appropriate exam configuration in place (please see digiguide 'Using the Quiz tool for Online Exams' for suggested settings) there will often be a requirement to adjust the settings of the quiz for individual students. For example students with a Disability Support Plan in place may require an additional amount of time to undertake the exam. The extension of time, typically providing additional minutes to specific students, relates to the Time Limit setting applied with the quiz configuration screen (please see the Using the Quiz tool for Online Exams digiguide for more information).

The Moderate area of quiz tools in Canvas provides a route for these exceptions and moderation to occur, provided that they are set in advance of students undertaking the quiz.

The Moderate area can also be used to see live data as students undertake the quiz, so you can see which students are in progress, how long they've got left, and those that have submitted. If, for whatever reason, a student needs to be given an additional attempt after they have taken the quiz, then again this is controlled through the Moderate screen.

If you require technical support please use the Canvas Support available through the Help icon in Canvas, or for wider curriculum or assessment advice please email us at cie@liverpool.ac.uk

Please Note - Important

The quiz 'Until' assign date takes precedent over the timer. If the Until date is set so that the quiz closes before the time would have elapsed then any additional time beyond the Until date/time is ignored and the timer that students see is adjusted accordingly. So either do not set an Until date, or if you do, make sure you set this conservatively with enough additional time to provide for extension or if any additional attempts are required.

Instructions

Support guidance on how to use the Moderate feature is available from the Canvas help site, with different instructions depending upon which quiz engine you are using - Classic or New Quizzes.

Classic quiz: [Once I publish a timed quiz, how can I give my students extra time?](#)

New Quizzes: [How do I use the Moderation page in New Quizzes?](#)

