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Adding Additional Time on OwlMed Active Exams

Samantha Starr - 2024-09-24 - OwlMed and Canvas

To add additional time to a student's exam, you can use the Reset option:

- Go to the Manage Exams screen
- Find exam click into the **Responses** column

Course Template	rse Template Campus Level Section: Leo Professional Development Event: Test									Clos
E Section: Leo	Profes	sional Development COM 202	2/2023						Mat	erials [
Details Discussions		Exam Manager Leo Professional Develor	oment COM 2022/	′2023 (r1)						
Announcements		View 🗸 Options 🗸						≛ 🖨	φ.,	0
Manage Materials	<	Viewing 1 to 2 of 2 Search:						c .		
Messages	<			View Exam						
Mapping	<	Name 🛓	Responses 🎗		Link 🏌	Access? 1	Details 1	PDF 1	Key	I
Assessments	~	Leo Test OBGYN Clinical	1/4	View	Event	Yes	0	P	key	
Evaluations		Reasoning Exam								
Peer Evaluations		Sample Exam	0/0	View	Course	No	0	Æ	key	
Gradebook	<	Show 10 ~ entries						Previous	1	Next
Exams Manage Exams	~									

• Find the student's name - click into the Reset column

View 👻 Opti	ons 👻 Refresh	PDF Respon	se Report				📥 🔒	<b>₽</b> -
liewing 1 to 4 of 4							Search:	
Student 📙	Answered ‡	Score ‡	Possible ‡	Bonus ‡	Reporting ‡	Reset ‡	LinkStatus ‡	Leader ‡
test, student (test)	0		137	0	Remove	Open	Linked	No
• Test2, Student (Test2)	0		137	0	Remove	Open	Linked	No
<ul> <li>Test3, Student (test3)</li> </ul>	0		137	0	Remove	Open	Linked	No
<ul> <li>Test4, Student</li> </ul>	0		137	0	Remove	Open	Linked	No

• Update the fields as appropriate - click Save

	Reset Survey Exam: Leo Test OBGYN ( Attempts / Student: st	m	0 ⊕ H 4	3 ? X	
	Submitted: *	No	~		
	Reset Method: *	Extend Exam	~		
	Extend Original end time by:	8			
	Submit Count:	0	~		
,		Save		• 	

- $\circ$  Submitted = No
- $\circ$  Reset Method = Extend Exam
- $\circ~$  Extend Original end time by: 8 (or whatever amount of time)
- $\circ$  Submit Count = 0

If needed, you can also manage a student's specific access time. This can be done by going to the Manage Exams screen and clicking into the **Access** column.

Tags additional time exams extra time manage exams OwlMed