

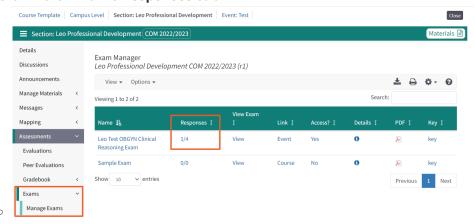
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Adding Additional Time on OwlMed Active Exams

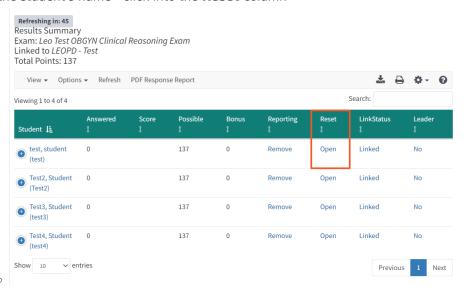
Samantha Starr - 2024-09-24 - OwlMed and Canvas

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

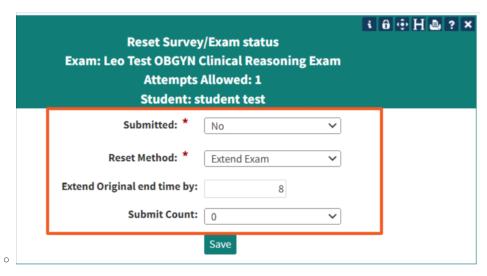
- Go to the Manage Exams screen
- Find exam click into the **Responses** column



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



• Update the fields as appropriate - click Save



- ∘ Submitted = No
- Reset Method = Extend Exam
- Extend Original end time by: 8 (or whatever amount of time)
- ∘ 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.

