

Instructor Guide

Moodle Quiz Overrides

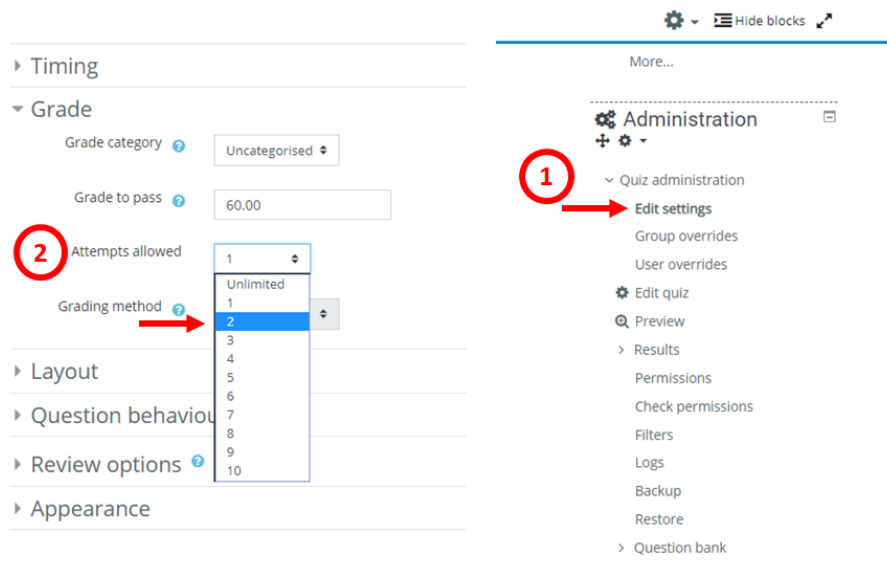
April 2020

Moodle allows for individual user overrides and group overrides for quizzes. These overrides can be used to allow a different number of quiz attempts, as well as a different open/close date/time windows and a different time limit.

However, if you want the student's second attempt to be a continuation of the first, you have to change some overall Quiz Settings before being able to accurately enter the override. This could be necessary if a student had lost internet connection during the attempt.

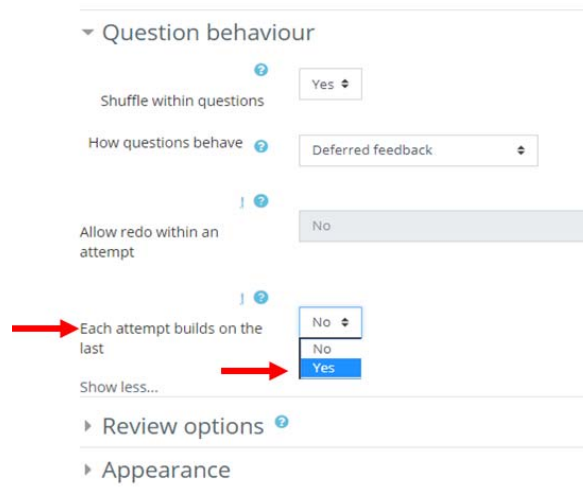
To add a second attempt building on the previous for a single user or a group of users by utilizing an override, you may follow these steps:

- 1- Log on to Moodle and click on your course.
- 2- Click on your quiz on the course homepage then on "Edit settings" in the "Quiz administration" section.
- 3- Scroll down and click on the "Grade" section. Change the "Attempts allowed" from "1" to "2".

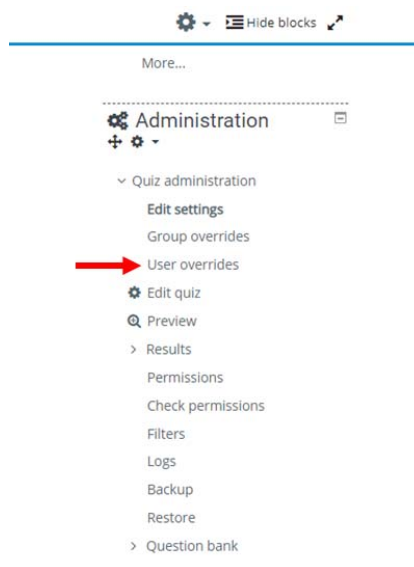


The image shows two screenshots from the Moodle interface. The left screenshot displays the 'Grade' section of the quiz settings. The 'Attempts allowed' dropdown menu is open, showing options from 1 to 10, with '2' selected. A red circle with the number '2' is around the 'Attempts allowed' label, and a red arrow points to the selected '2' in the dropdown. The right screenshot shows the 'Administration' menu with 'Edit settings' highlighted. A red circle with the number '1' is around the 'Edit settings' label, and a red arrow points to it.

- 4- Then, scroll down and expand the "Question behavior" section. Click on the "Show more..." option.
- 5- Scroll down and click the "Save and display" button.
You will get back to the quiz page.



- 6- Click on “User Overrides” in the “Quiz administration” section.
- 7- On the next screen, click on the “Add user override” button.



- 8- Then on the override page, select the student’s name for the “Override user” section. (You can search or select from the from the “Search” drop-down.)

You can adjust the following settings:

- **Require password** – Require the individual with the override to enter a password to complete the quiz.
- **Open the quiz & Close the quiz** – Adjust the open and close date/time windows. Do not forget to check to “Enable” button so that you can adjust these settings.
- **Time limit** – Change the time limit. Do not forget to check to “Enable” button so that you can adjust this setting.
- **Attempts allowed** – Allow more (or less) attempts than the quiz defaults. Scroll down and adjust the necessary settings.

For a second attempt, you would change the “Attempts allowed” to “2.” If you are only allowing a short amount of time to complete the already begun exam, then you

would also need to adjust the “Time limit” to a shorter amount required to complete the exam.

Override user: No selection

Search: **Select Student's Name**

Require password: Click to enter text

Open the quiz: 7 October 2019 09:00 Enable

Close the quiz: 13 October 2019 15:00 Enable

Time limit: 15 minutes Enable

Attempts allowed: 2

9- Do not forget to double-check that the “Close the quiz” date/time has not already passed, or you will need to adjust this setting as well.

Note: if you do not alter one or more of these settings, the settings will remain at the original quiz defaults. For example, if the quiz is closed to all students because the quiz's original close date/time has passed and you do not adjust the override's close date/time, even if you give a specific student a second attempt, they will not be able to access the quiz.

10- When you are done, click the “Save” button. You will be returned to the overrides page and you can review the override to make sure it matches what you intended.

User	Overrides	Action				
	<table border="1"><tr><td>Time limit</td><td>15 mins</td></tr><tr><td>Attempts</td><td>2</td></tr></table>	Time limit	15 mins	Attempts	2	
Time limit	15 mins					
Attempts	2					
	<table border="1"><tr><td>Time limit</td><td>3 hours</td></tr></table>	Time limit	3 hours			
Time limit	3 hours					

[Add user override](#)

11- Immediately return to the main quiz page. Click on “Edit settings” in the “Quiz administration” section.

12- Scroll down and expand the “Grade” section. Change the attempts back to “1”.

13- You will notice that the “...builds on...” setting is grayed out but switched to “Yes”. That is how you want it.

14- Click on “Save and return to course”.

Grade category ? Exams ▾

Grade to pass ? 0.00

Attempts allowed ? 1 ▾

Grading method ? Highest grade ▾

▸ Layout

▾ Question behavior

Shuffle within questions ? Yes ▾

How questions behave ? Deferred feedback ▾

Allow redo within an attempt ! ? No

Each attempt builds on the last ! ? Yes ▾