

## Monday Moodle Tips

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### User Override

User Override is a feature you can use in quizzes and exams to give students exceptions of exam time and the number of attempt. A User Override has the capability to make exception for a single or a group of students, and you can set multiple different overrides in each quiz/exam.

### Process:

1. Open the Moodle course
  2. Locate and select the course activity
  3. Go to the "Quiz Administration" block (left side)
  4. Next select "User overrides" then click "Add user override"
  5. Next locate the student that the override will be created for
  6. To enable password entry, enter a password in the "Require password" input box
  7. Select the "Enable" checkbox for the "Open the [activity]" (right side)
  8. Set the date and time the activity will open
  9. Select the "Enable" checkbox for the "Close the [activity]" setting (right side)
  10. Set the date and time the activity will close
  11. Select the "Enable" checkbox for the "Time limit" setting (right side)
  12. Set a time limit for the activity
  13. Select a number of "Attempts allowed" for the activity
  14. Select "Save" or "Save and enter another override" (bottom of page)
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