Nashville State Community College

Edit Accommodations in Classlist

Set Special Access for a student, for all quizzes in a course.

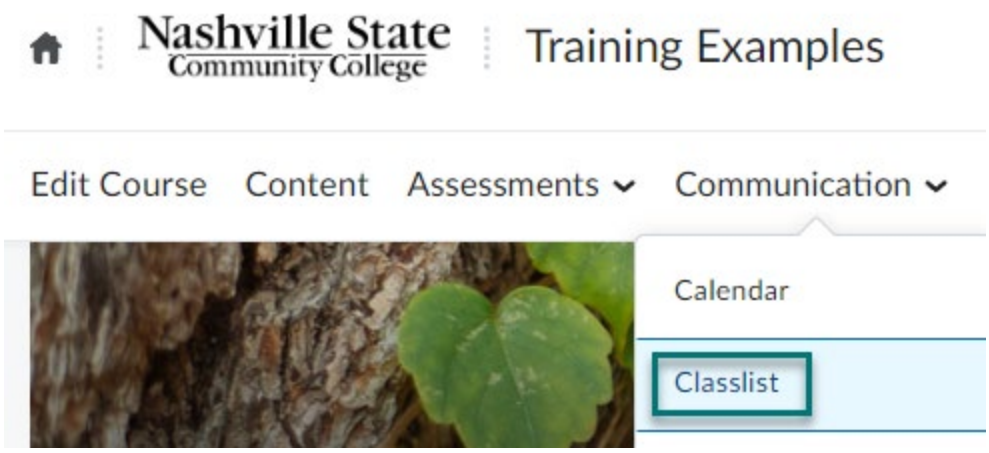
Office of Online Learning

Edit Accommodations in Classlist

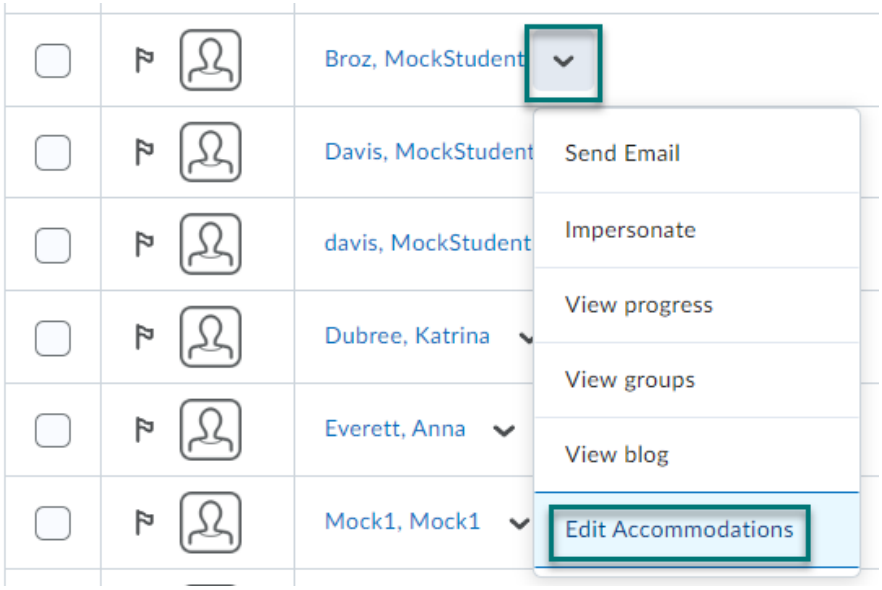
It is possible to set universal Special Access for a student from the Classlist. This allows you to set the student's Special Access accommodation once and have it applied throughout the course.

Note: This tool only works for additional time on **Quizzes** or exams, *not* for other accommodations.

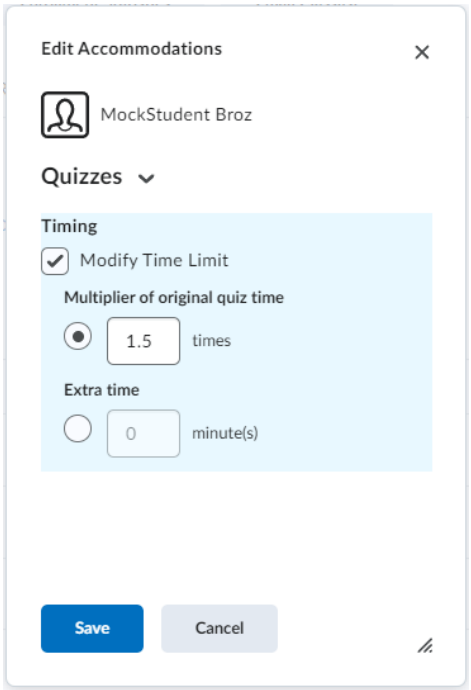
1. In the course NavBar, go to **Communication > Classlist.**



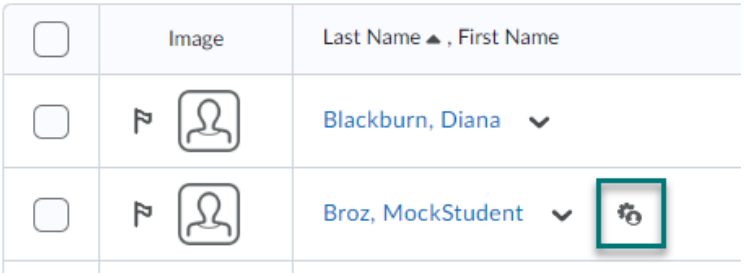
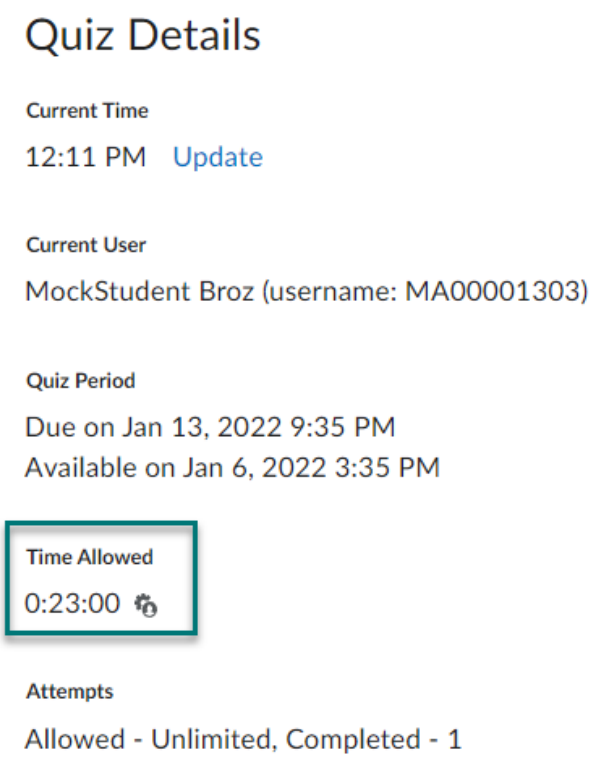
2. Find the student in the list. Select the drop-down arrow next to their name and select **Edit Accommodations.**



3. In the window that opens, check **Modify Time Limit.** Then, choose whether you need to add:
    - **Multiplier of original quiz time:** this multiplies the base time allowed by the number entered**.** For example, enter **1.5** to have **time and a half** added to the time allowed on all Quizzes in D2L.
    - or **Extra Time**: this setting will add a flat number of minutes to the base time allowed. For example, enter 30 to have an extra 30 minutes added to the time allowed on all Quizzes in D2L.



4. Select **Save** when finished.
5. A small gear icon will appear next to the student's name in Classlist, indicating that the student has accommodations applied.



6. When the student goes to take a quiz, before they start, they will also see this icon. If they hover over it, it will inform them that “Your time limit accommodation is applied.” The **Time Allowed** will also list their personal time allowed, with the accommodation applied.