Overview: A frequent accommodation for students with disabilities is to have extra time on tests and quizzes. Creating custom settings for individual students is a simple setting in Test Options.

1) Create the test and deploy it as usual.

2) On the Test Options page, under Test Availability Exceptions, click Add User or Group.
3) Choose the student(s) who will have custom settings.
   a. Click the box next to the name.
   b. Click Submit.

4) Under Timer, enter the allotted test time in minutes.
5) You can set other custom options, such as the number of attempts, auto submission, availability and forced completion.
6) Click Submit at the bottom of the page.
7) All students will access the test the same way and they will all appear in the same Grade Center column for grading. The only difference is that Blackboard will give the student the test with the exceptions you have designated.
8) You can go back to add or edit customization any time after the test is deployed.
   a. Click on the down arrow next to the test name.
   b. Choose Edit the Test Options.
   c. This will open the Test Option page

9) If you have any questions, Beth Case (beth.case@louisville.edu or 502.852.7689) is available for assistance.