

## Quiz User Override Overview

Sometimes you need to make a quiz available at a different time for one or more students. If you have a student with an excused absence, or need to make different arrangements for another reason, it is possible to open up a quiz for a single student without re-opening it for the rest of the class. You can do so using a user override.

## Quiz User Override —How to

Begin by logging in to EduCat and selecting the course with the quiz for which you would like to set up the user override:

1. Scroll down to the section with the Quiz, and select the title of that quiz.
2. Under the **Gear** icon, select User overrides.
3. Click the **Add user override** button.
4. Make the following selections as desired:
  - 4.1 Select the user for whom you would like to set up the override.
  - 4.2 Type a unique password for that user if desired.
  - 4.3 Set the desired dates of availability for the selected student.
  - 4.4 Set the time limit as needed
  - 4.5 Click the **Save** button to save your user override.

The screenshot shows the 'Override' form in EduCat. It includes a search box for users, a password field, date and time pickers for opening and closing the quiz, a time limit field, and an attempts allowed dropdown. A 'Save' button is at the bottom. Red circles with numbers 1-5 highlight key elements: 1 points to the user selection list, 2 to the password field, 3 to the 'Open the quiz' date/time pickers, 4 to the 'Time limit' field, and 5 to the 'Save' button.

▼ Override

Override user\*

Search

Bugs Bunny, bbunny@nmu.edu  
Daffy Duck, dduck@nmu.edu  
Wildcat Willy, wwilly@nmu.edu

Require password ?

..... Unmask

Open the quiz

30 March 2017 17 00 Enable

Close the quiz

30 March 2017 18 00 Enable

Time limit ?

60 minutes Enable

Attempts allowed

1

Revert to quiz defaults

Save and enter another override Cancel