Examity-Different Window of Time (Examity-Different Window of Time (Scheduling Exception)Exception)

There are times when you want to make the test available to one or more students during a different window of time from the original Available From and Available Until dates. Examity calls these Scheduling Exceptions.

<u>First, setup your Canvas quiz</u> by creating a new Assign To box. If your test lives on a publisher's site, you will need to talk with your Rep for instructions.

Next, you will need to make sure the Scheduling Exception is setup on Examity.

- Access the Examity Dashboard link under your course Modules.
- Click the Exams button at the top, right of the Southern Miss Logo.
- In the list of exams, find and click the name of the Exam/Test.
- Click New Scheduling Exception button



- Use the down arrow to find the student's name. You can also begin typing the name.
- Click to add the Start and End dates for the specific student.
- Click the Submit Exception.

Scheduling Exception	
O Each test-taker can have one except	ion per exam.
Original Exam window : 09/21/2020 0 Affected Test Takers	08:00 AM - 09/23/2020 11:59 PM
Choose One or Multiple Names	~
Revised Exam Window	
Start date and time	End date and time
	Cancel