Assigning Special Access for Users

Users are granted Special Access when an instructor determines normal date or time restrictions should not apply. Special Access is used to grant access to a learning object outside the restrictions set for the whole class. This example shows how to set Special Access for quizzes

1. Click Assessments.

2. Click Quizzes.

3. Click the title of the quiz you want to edit.
4. Click Restrictions.

5. Click Add users to Special Access.

Scroll down until you see the subheading title Special Access.
6. Edit the special access settings for the student.
7. Select the student's name from the list below.

If you have a large class list, you can type the student's name in the search box and click the magnifying glass to search.

8. Click Special Access.