Adding Restrictions to a Quiz

There are multiple ways to add restrictions to a quiz. In our guides we will cover Dates, Time Limits, Password Protection, and using the Respondus Lockdown Browser (separate guide).

If you need to grant special access to individuals, see the guide for “How to provide special access to a quiz.” This would include giving select students a longer time limit, different dates, or multiple attempts.

Summary of Quiz Restrictions

1. Get into Quiz edit mode. Do this by going to Activities & Assessments -> Quizzes -> and then clicking on the dropdown icon next to your quiz. Select Edit.

2. Go to the Restrictions tab and indicate that your quiz is Hidden or Visible. A *visible quiz is visible to students as a "future quiz" but they are not able to access it until the Start Date. A *hidden quiz is not visible to students at all.*
3. **Dates**: Select the **Start** and **End date** for your quiz. It is a good idea to check **Display in Calendar**, for the students' convenience. *Students must begin their quiz before the end time. Note that students can go past the end time if their time limit allows it. However if they are booted from the quiz for any reason (lose power, browser freezes) they will not be able to re-enter because the time period will have expired.*

![Dates and Restrictions](image)

*If you would like to add release conditions, you would also do that here. Release conditions are rules that will make the quiz available. Such as, "You must have turned in Assignments 1 & 2 for Quiz 1 to appear." Release conditions are covered in another guide.*

4. **Security Options**: These will only be available if you have enabled the **Respondus Lockdown Browser**. Instructions on how to enable and use Respondus can be [found here](#).

5. **Password**: You can require a **Password** for students to use in order to take the quiz. Professors most often will display this password in the classroom when the quiz is administered, to ensure that students are present.

6. **IP Restriction**: At this time, Vanderbilt is unable to provide IP restrictions for quizzes. Our IPs are specific to campus, but not from one classroom/building to the next.

7. **Timing**: It is a good idea to have a time limit for the quiz. Open-ended quizzes with no time-limit can affect other parts of Brightspace until the quiz is submitted.

![Timing](image)

*Students can be given a grace period when the time limit is complete. This can be helpful for students who have a slow connection, and may click submit at the last minute.*

8. **Special Access**: You can allow users **Special Access** if they require a longer time limit, different dates, or multiple attempts. [These instructions can be found here](#).

Once you have made all your selections on the **Restrictions** tab, be sure to click **Save**.