Online Testing Accommodations FAQ's

Any accommodations approved to tests will be applicable to both in person and online administered exams and quizzes. For quizzes and exams administered online, the facilitation of the accommodation may be different, but the purpose of the accommodation is the same.

How do I provide extended time accommodations online?

Accommodations for extended time can be administered directly through any Canvas based assessment. Canvas's support team has created an excellent tutorial here: Guide to add extended time in Canvas. If you need further assistance, or are using a different platform for testing, feel free to contact the Teaching and Learning Technology team at TLToffice@widener.edu.

How do I know who has accommodations?

Students are given access to a PDF version of their letter of accommodation. This will detail the specific nature of that student's needs. It is the responsibility of the student to inform their faculty with this letter. Once a faculty member is in receipt of this letter, *it is up to the institution to provide accommodations.* Our recommendation is to work with the student directly to establish a plan for accommodations including days, times, and proctoring methods.

Can I just give all my students extended time?

The short answer is no. The long answer is, you can give all of your students extended time, but please note that the Office of Civil Rights will recognize that new time given to all students as "standard time" and so students with accommodations will still be entitled to their extended time as described in their letter of accommodation.

How do I provide a Reader for exams?

Widener has purchased an add-on for Canvas that will read any text entered directly into the Canvas platform. This is available to all students with or without accommodation. Using the Widener purchased lock-down browser Respondus will not turn off this mechanism.

If you are using a different format for testing (PDF based, Word Doc based) many of those formats have read aloud mechanisms as well. Please connect with our office to ensure that your format is accessible for that student.

Please note: Some testing platforms, including Exam Soft, will shut off any mechanism intended to provide this accommodation. If you decide to use an inaccessible platform, we may need to find an alternate means for testing for a student with this accommodation.

How do I provide a scribe for exams?

This accommodation varies in nature based on the need of that student. Some students will be able to use speech to text functions to fill in answers, others may need live online proctoring through our office. The best practice will be to contact our office to discuss the nature of that student's need.