

How Do I Manage Student Extensions In My Connect Section?

Step 1: Assignment Extension

How to give an extension to a student who needs additional time or an additional attempt on an assignment.

Note: You can also create an ADA multiplier for a selected student to provide an allotted timeframe to complete assignments in accordance with ADA standards.

To manage student extensions, begin from your **Manage Assignments** section dashboard.

Select the **Assignment Actions** drop-down.

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Fall 2026 Cost Mgt

Back to My Courses

Manage Assignments

Create Assignment

Upload Syllabus Student View

Assignment Actions

Assignment	Start Date	Due Date	Points	Student progress
Connect Orientation	August 11, 2026	August 14, 2026	10.00	Not started In progress Completed
Homework Chapter 2	August 26, 2026	August 28, 2026	100.00	Not started In progress Completed
Homework Chapter 1	August 26, 2026	August 28, 2026	100.00	Not started In progress Completed

Release Details
RELEASE IN USE:
This section is using the 2025 release.
Release Notes
Learn More

Section Pairing Info
Paired with: D1L D2L Brightspace

Change Section

Manage Assignments

Student Roster

Manage Instructors

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Step 2: Give Assignment Extension

From your Management Assignments page, under Assignment Actions, select **Give Assignment Extension**, select the applicable assignments that you want to provide the extension for, and click **Next** in the bottom right-hand corner.

The screenshot shows the 'Manage Assignments' page. On the left, there's a sidebar with 'Fall 2026 Cost Mgt' and various navigation links. The main area has a 'Manage Assignments' header with a 'Create Assignment' button. Below this, the 'Assignment Actions' dropdown is open, highlighting 'Give assignment extensions'. The table below lists two assignments: 'Homework Chapter 2' and 'Homework Chapter 1'. Each row shows the start date (August 26, 2026), due date (August 28, 2026), and points (100.00). To the right of each assignment is a 'Student progress' section with a progress bar and a legend for 'Not started', 'In progress', and 'Completed'.

The screenshot shows the 'Select Students' dialog box. It has a search bar at the top. Below it, there's a section for 'Ungrouped assignments' with a list of assignments. The 'Homework Chapter 2' assignment is selected, indicated by a green checkmark. The list includes details like 'Start Date', 'Due Date', and 'Late Submission Date'. At the bottom, there are 'Cancel' and 'Next' buttons.

Step 3: Select the student(s)

Select the student(s) that you would like to provide the assignment extension for and enter the new time and date to the right. Once completed. Make sure to select **Apply Changes**.

1

Select Assignments

2

Select Students

Step 2 of 2

Select Students

Extend start and due dates along with time limits and attempts for students across the selected assignment(s). All times follow section time zone US/Central. Select "Apply Changes" to apply your updates.

Students

Select All (2 Students)

☒ Berry, Straw
straw@berry.com
 ☐ Campbell, Andrenette
andrenette@student.com

Manage Extensions

All input fields are required unless marked as optional.

1 student selected

Extension Start Date (Optional)

Format: mm/dd/yyyy

Extension Start Time (Optional)

12

:

00

AM

Format: hh:mm

Extension Due Date (Optional)

Format: mm/dd/yyyy

Extension Due Time (Optional)

11

:

59

PM

Format: hh:mm

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Step 4: How to Manage Assignment Extensions

From the left-hand navigation menu, select **Student Roster**. Locate the student whose assignment extension you want to manage, then click the **three-dot (:)** menu to the right of their name and select **Manage Assignment Extensions**.

On the **Manage Assignment Extensions** page, you'll see all assignment extensions that have been created for that student. To edit or remove an extension, locate the appropriate assignment and click the **three-dot (:)** menu to the right of the assignment. From there, you can update the extension details or remove the assignment extension as needed.

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Active Students

Student	License Details	LMS Linked	Options
Berry, Straw straw@berry.com	License expired	None	⋮
Campbell, Andrenette andrenette@student.com	License expired	D2L	⋮

Showing 1 - 2 of 2

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Student Roster

Active Students

Search by name or email

Search

Archive Students

Student	License Details	LMS Linked	Options
Berry, Straw straw@berry.com	License expired	None	
Campbell, Andrenette andrenette@student.com	License expired	D2L	Manage assignment extensions Personal time extension Archive Student

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Berry, Straw

Manage Assignment Extensions

You can edit or remove assignment deadline extensions for this student.

Assignment Name	Current Assignment Policies	Extension Information	Options
Connect Orientation Ungrouped assignments	Start Date: May 8, 2026, 10:42 PM Due Date : May 16, 2026, 12:59 AM Time Limit: None Attempts: 2 Delayed Feedback: N/A	Start Date: May 8, 2026, 9:42 PM Due Date: July 31, 2026, 11:59 PM Attempts: 2	
SmartBook Chapter 1 Ungrouped assignments	Start Date: May 15, 2026, 9:00 AM Due Date : May 23, 2026, 12:59 AM Time Limit: None Attempts: Unlimited Delayed Feedback: N/A	Start Date: May 15, 2026, 8:00 AM Due Date: July 31, 2026, 11:59 PM Attempts: 1	

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https://connect.edumheducation.com/instructor/courses

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< Berry, Straw

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SmartBook Chapter 1 Ungrouped assignments	Start Date: May 15, 2026, 9:00 AM Due Date : May 23, 2026, 12:59 AM Time Limit: None Attempts: Unlimited Delayed Feedback: N/A	Start Date: May 15, 2026, 8:00 AM Due Date: July 31, 2026, 11:59 PM Attempts: 1	⋮

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Step 5: How To Create a Time Extension for All Timed Assignments

To give a student an extension that applies to all timed assignments, begin by clicking **See student roster** under the Section information widget.

Click the **three dots** next to the student name and select the option **Personal Time extension**.

Note: It is recommended that you set the extension by a percentage of time for each assignment. Alternatively, you may add a set number of additional minutes but be aware that this will add the same number of minutes to every assignment, no matter the length of the assignment.

After saving the student's extension, your roster will show a **yellow icon** in the extensions column to indicate that the student has an extension. Also, a **green message** will confirm in the top right-hand corner.

Note: Remember, the time an assignment is available needs to accommodate the longest extension so that it can stay open for the student to complete their assignment. A due date closes the assignment for all students, so be sure to set the due date and time accordingly for at least as long as the longest extension.



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Manage Instructors

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Student Roster

Active Students

Search by name or email

Search

Archive Students

Student	License Details	LMS Linked	Options
Berry, Straw straw@berry.com	License expired	None	
Campbell, Andrenette andrenette@student.com	License expired	D2L	

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Manage assignment extensions

Personal time extension

Archive Student

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Personal time extension for Berry, Straw successfully updated.

Straw Berry Options