Managing Exceptions and Extensions

ALEKS Training Series
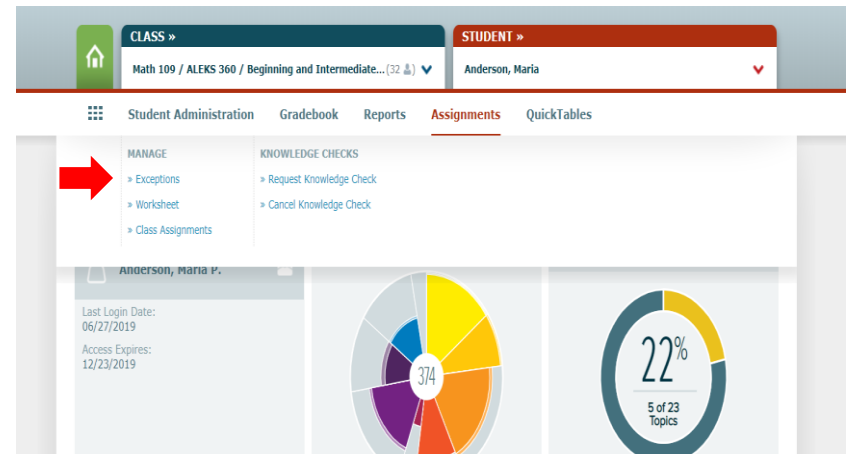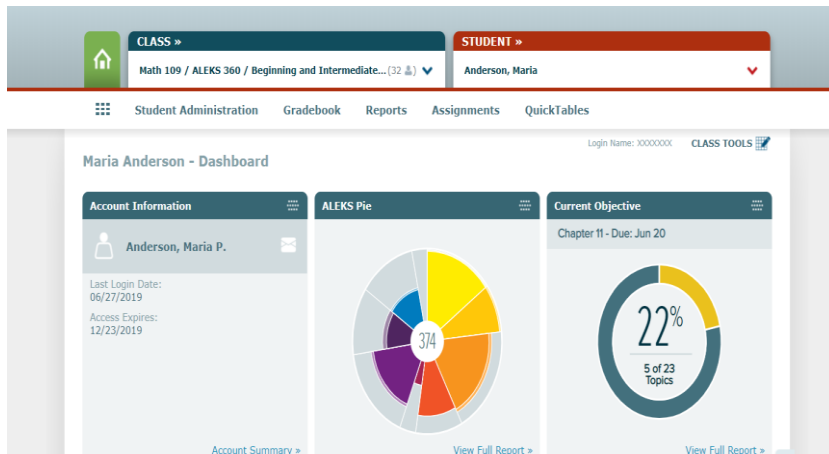
Instructor

Managing Exceptions

To allow for extensions and other exceptions in ALEKS, first select the students name in the "student" field in the upper right corner of your course home page.

Then click on the assignments link in the middle and select "exceptions" under the manage column on the left.

Setting an Extension

You will now see a screen of all of the student's assignments and objectives with the course due dates.

To add an extension, click on the assignment that you need to extend it will say "Extension".

Clicking that box will add a date and time that you can edit for the individual student.

Once you are satisfied with the change, make sure to hit the Green save box in the upper right-hand corner of the assignment.

Support and Resources

TECH SUPPORT & FAQ:

CALL: (800) 258-2374

EMAIL & CHAT: aleks.com/support

MONDAY-THURSDAY: 7 AM – 1 AM EST
FRIDAY: 7 AM – 9 PM EST
SUNDAY: 4 PM – 1 AM EST

FIND MORE SUPPORT:

supportateverystep.com

FIND MORE TIPS:

mheducation.com/highered/ideas