



Setting a Timer in MY Access!

Many standardized writing assessments are timed. Having students practice writing in a timed setting will help them gauge their time more effectively during testing. When assigning a prompt, enable the timer on Step 6.

On **Step 6** of the assignment process:

Choose **Timer**

Timer

Scroll to Bottom of page to set the options you wish.

Timer Options

Note: You can not change the time limit because one or more students have already begun testing.

Show Seconds Hide Timer

Direction

Down

Direction

60 minutes

Warning Time

5 minutes

Warning Message

You are close to running out of time.

Out-of-Time Message

You have run out of time.

Students will be able to work on the assignment until time runs out. Once the timer has run out, the assignment will end. The essay will automatically be submitted, and will disappear from the **Assignment** Screen if the teacher has only allowed one submission.

If students **Save and Finish Later**, the timer will start from where they left off once they log on again. The remaining time will be on the clock.

If the students have been given more than one submission, each submission will start the clock again.

Teachers can remove the timer whenever they wish. They just unclick it on **Step 6**.

Timer