# x2VOL.com

Student Registration and Training Guide



# First time login: www.x2VOL.com

## x2VOL

x2VOL is the leading service hour tracking and reporting platform in K12 education with over 50 million approved hours. 8

REOUEST PRICING

ED TECH PRODUCT

INNER 2

LOG IN

IOIN

Capture Social Impact • Easily Transition from Paper to Online • Guided Implementation



# **Complete Registration**



### Find your School and Complete Account Lookup

- Enter your school's name, city or zip code and click "Search"
- Select your school from dropdown

#### **Find Your School**

Enter your school's name or city to begin searching for your school.

Cannot find your school ? Contact support@intellivol.com

School Name/City/Zip/CEEB

Search

 Enter your Last name and Student ID or Email\* and click "Search"

#### **Account Lookup**

Check to see if your school has begun the registration process for you.

2

\*The site will prompt you on which to enter.

Reset

Last Name

Student Email

Search

# Complete Your Profile

### **Student Registration**

First Name	Last N	ame					
First Name	Pesto	Pesto					
E-mail	Date o	of Birth					
JPesto@applegrove.org	07/11	/2007					
The email address provided will be used as the username for your account.	0	Jul		~ 20	07	~	O
Student Id	Su	Мо	Tu	We	Th	Fr	Sa
Student ID	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
PROCEED	22	23	24	25	26	27	28
	29	30	31				



### Create a Password for your Account\*

### Select/Confirm your Group and Complete Registration

#### **Student Registration**

#### Sign-In Preference

Email Address (Username) (View Privacy Statement)

JPesto@applegrove.org

Create Account Password

New Password

Confirm New Password

#### School Group

Schools use groups to deliver messages as well as target students in different classes or organizations. Choose one of the mandatory groups.

School



Apple Grove High School 123 Street

CASPER, WY 82609

Mandatory Group:(Select One)

Class of 2022

Class of 2023

#### \*Password will work for the mobile app.

#### Mandatory Group:(Select One)

O Class of 2022

O Class of 2023

O Class of 2024

Class of 2025

Class of 2026

Parents of Class of 2021

#### **Event Registration Notification**

Add an e-mail address to send auto updates of events you have signed up for.

e-mail address to be notified

+ Additional Email Address

Yes! Please notify these people when I sign up for an event.

I understand that my school may have access to my community service progress. They may also review and approve my activities when I post them.

I understand and accept the site policies regarding privacy and security (View Privacy Statement)

I am 13 years old or older

O I am under 13 years old but my school subscribes to x2VOL for academic purposes

COMPLETE REGISTRATION



# View your Dashboard

Dashboard				
Groups & Goals Progress  Hours Submitted Hours Approved  Class of 2020	Common Tasks Find Opportunities	Add Hours	Service Transcript	Account Settings
Service Learning Hours / Graduation Requirement (06/01/2016 - 05/31/2020) Internship/Job Shadowing Hours (06/01/2016 - 05/31/2020) Work Based Learning (06/01/2016 - 05/31/2020) Social Emotional Learning/Interpersonal Skills (08/01/2016 - 05/31/2020)	Bulletin Board Students, record you x2VOL. Be sure to s experience to get to	r service hours a select the corre full credit!	Updated: 01/1 and work based learning ct goal category whe	3/2021 @09:14 AM CST experiences here in n logging your
	Hours Snapshot		Top Interests	

# Join Groups and Goals



# Find Opportunities and Sign Up



# Log Hours and Experiences

- Add a new personal project
- Or add hours to a saved recurring project
- Or add hours to an opportunity you already signed up for at the bottom



# Log the details

- Title your activity and add a description
- Add attachments
- Make it a recurring project to use later on
- Apply Interests and Career Clusters

Tutoring at Boys and Girls Club

<u></u>

I helped 3rd graders with their math homework and played games with them afterward.

#### Attachments

#### + Add files...

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You can upload .pdf, .jpg, .png, .gif, .bmp, .zip, .doc, .docx, .xls, .xlsx, .ppt, .pptx, .txt, .wmv, .mp4, .rtf, .csv, .pps, .wma, .flv, .mov, .mpg files. The maximum file size is 20MB.

Drop Files Here						
Make this a recurring project Allows you to reuse this personal project for future claims with (ex. Volunteering at the food bank several times a month.)	out reentering the ir					
Interests (Please select the interest that best describes the activity you performed)						
	$\bigcirc$ Faith-based					
⊖ Government	Educational					
Career Clusters						
Agricultural & Natural Reso	Education &					
Government & Public Adminis	Architecture					

# Log the details

 Enter the Verification Contact Information accurately!

- Enter the date and time you spent doing this activity
- Add reflections

#### Activity Verification Contact

The contact you specify here will be sent a verification request link. The link will claimed for this event are accurate. Please note that this information may also

### Claim Hours(Date that you performed the service.)

If you volunteered multiple days for the same activity, please enter the TOTA You can provide the dates/date range in the Description section at the top of If you have been instructed to provide one entry per date please do so.



#### Reflections

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# Log the details

 Select the goal or category this activity belongs to

 Check the honor statement

#### Apply Hours to Goal(s)

#### Organization Goals

Select where the hours being claimed will be credited to. Either choose an <u>"Exclusive Goal"</u>"or choose the option <u>"Apply to all</u> <u>Non-Exclusive Goals"</u>

NOTE: Below are all ACTIVE goals in your organization. If you are logging hours that do not belong in an active goal below, choose "Apply to all Non-Exclusive Goals" and the hours will appear in your activity log for the date you submitted.

GOAL NAME	GROUP	START	END	GOAL	CREDITED	REMAIN
Apply to all Non-Exclusive Goals:						
Service Learning Hours / Graduation Requirement	Class of 2020	6/1/2016	5/31/2020	100.00	26.25	73.75
Social Emotional Learning/Interpersonal Skills	Class of 2020	8/1/2016	5/31/2020	15.00	26.25	0

The hours that I am submitting are accurate and the details (including hours, dates, location and contact information) are truthful. I understand that the information I am submitting may be audited for accuracy. If inaccuracies are discovered, I understand that I may be removed from x2VOL and additional consequences may be imposed by my school.

#### Comments

# Print your Activity Log & Order an Official Service Transcript<sup>TM</sup>

۲	My Activity Log	Sind Opportunit is	Official Ser	vice Transcript ™					
A	Activity Log								
Sea	arch Results: 14								
Н	Submitted : 6	62.25 Verified :	34.25	Denied : 0.00	Appro	oved: 34.25			
Ту	Personal Pro	oject : 13 Communi	ity Opportunities: 0	School Approved	:1				
C	Print Activity Lo	g Order	Official Service Tran	script ™					
	OPPORTUNITY			ТҮРЕ	CLAIMED HOURS	VERIFIED HOURS	APPROVED HOURS		
	Naviance Sales High Company 01/01/2020 Work will include entr	h School - WBL - Da	nyton Manufacturing si	School Approved	20.00	20.00	10.00		
Þ	WB Learning Interns 08/31/2019 description	ship		Personal Project	5.00		-		
	Cooperative Work E 03/23/2020 Objectives: I learned	xperience in a Restant how to use correct job	urant Setting	Personal Project	9.00	-	-		
	Sewing Masks 08/31/2019 I helped sew masks			Personal Project	2.00	-	2.00		
	Tutoring online to 4	th graders		Deserved					



# Download the x2VOL mobile app!

Try our iOS and Android mobile app to log your hours! Currently available for students, it can be found in the Apple App Store or Google Play Store.





# iOS Screens

3:03 1/	11:59 ♥ ⊮ ×2VOL View All	 11:59 ♥ ₪ ×2 <b>VOL</b>	3:03 7 .∎ ♥ ■⊃ ≮Back x2 <b>VOL</b>	
x2VOL	Dashboard	Opportunities	Add Hours	
	Total Approved Hours	School Posted Non-Profit My Signups	Agency or Organization Name	
	225.25 🥑	Apple Grove High School	Activity Description	
		Description Environmental - Arboretum and Botanical Garden	Please Enter Your Description Here.	
	Claimed 921.85 >	View Details		
	Pending 672.35 >			XZYUL
Email	Verified 233.75	Apple Grove High School	Categories	powered by 📀 intelliVOL
Password	Approved 225.25 >	Description Faith-based - St. Paul Catholic Church	Interest Select >	
Sign In	Denied 3.0 >	View Details	Contact Details for Verification Name: Enter Contact Name	
		Apple Grove High School	Phone: Enter Contact Phone	
First time user? Register here.		Description Humanitationism - Eased Bank	Email: Enter Contact Email	
	Order an Official Service Transcript <sup>™</sup> >	Order an Official Service Transcript <sup>TM</sup> >	Order an Official Service Transcript <sup>TM</sup> >	
	Dashboard Opportunities Add Hours Notifications Profile	Deshboard Opportunities Add Hours Notifications Profile	Dashboard Opportunities Add Hours Notifications Profile	





### Contact us:



Support@intellivol.com



866.906.6400



