

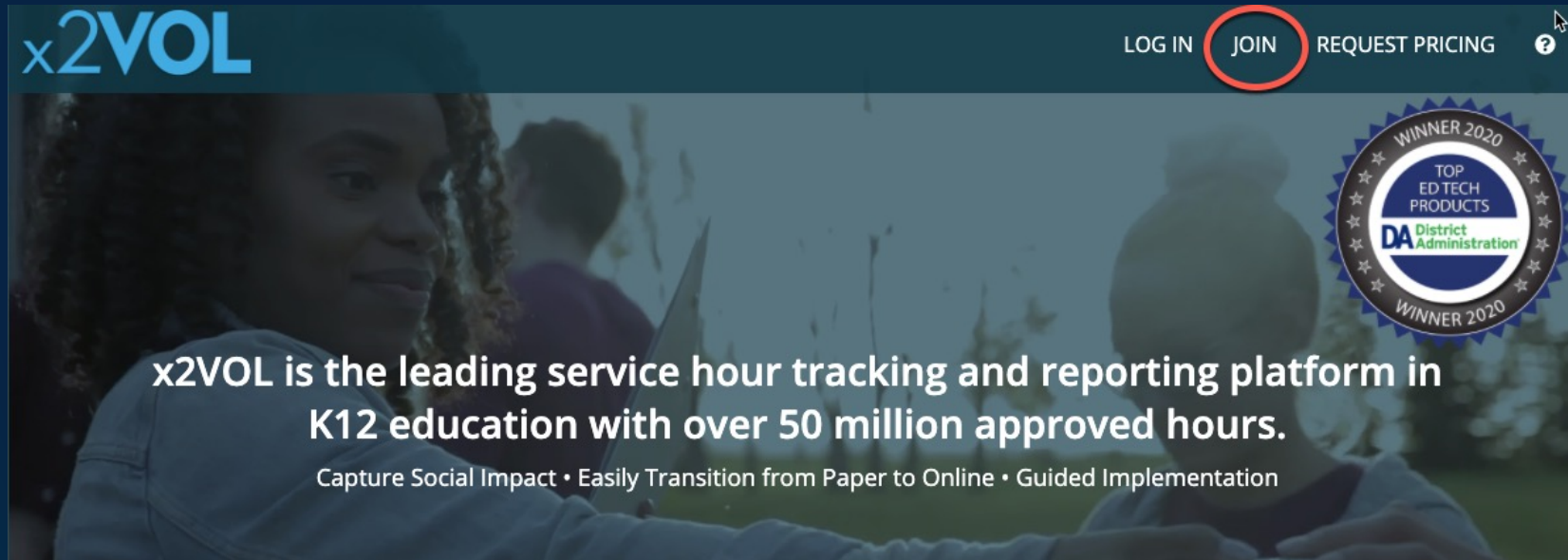
A group of five diverse students (three boys and two girls) are smiling and posing outdoors in front of green foliage. They are all wearing blue t-shirts. The image has a dark blue overlay.

# x2VOL.com

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## Student Registration and Training Guide

# First time login: [www.x2VOL.com](http://www.x2VOL.com)

The banner features a background image of two young girls looking at a laptop. The x2VOL logo is in the top left. In the top right, there are links for 'LOG IN', 'JOIN' (circled in red), and 'REQUEST PRICING', followed by a help icon. A circular award seal is on the right side. The main text describes the platform as the leading service hour tracking and reporting platform in K12 education, with over 50 million approved hours. Below this, it lists key features: 'Capture Social Impact', 'Easily Transition from Paper to Online', and 'Guided Implementation'.

# Complete Registration



WHICH ONE BEST DESCRIBES YOU?



My school **instructed me** to complete my registration.

COMPLETE REGISTRATION



My school **does not** use x2VOL and I am signing up on my own.

SIGN UP FOR \$12/YEAR

Are you a **nonprofit organization** wanting to recruit student volunteers? Sign up for a free account today!


REGISTER HERE

# Find your School and Complete Account Lookup

- Enter your school name or city and click Search
- Select your school
- Enter your Last name and Student ID or Email

***Check with your school on which identifier you should enter before clicking Search!***


### Volunteer Registration



Student  
School/University

#### Find Your School

Enter your school's name or city to begin searching for your school.  
Cannot find your school ? Contact [support@intellivol.com](mailto:support@intellivol.com)



Apple Grove High School  
123 Street  
CASPER, WY 82609  
[Change School](#)

#### Account Lookup

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

Last Name

Student ID  
 ?

# Complete Your Profile

**Basic Information**


Name First Rodriguez Student ID 7654321

Month/Year of Birth  
--Select-- 2008

**Contact Information**

Address  
United States Zip/Postal  
Street  
Suite/Apt  
City -Select State/Territory-

**Profile Picture**

 Choose File No file chosen

**Mobile Phone**

**Home Phone**  
Required

**Email** [\(View Privacy Statement\)](#)

*Set a password here. It can be used with the mobile app too.*

**Sign-In Preference**

**Email Address (Username)** [\(View Privacy Statement\)](#)

**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 2019  
☐ Class of 2020  
☐ Class of 2021  
☐ Class of 2022  
☐ Class of 2023  
☐ Class of 2024  
☐ Class of 2025

# View your Dashboard

## Dashboard



powered by 

### Groups & Goals Progress

■ Hours Submitted ■ Hours Approved

**Class of 2020**

**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)


### Common Tasks

[Find Opportunities](#) [Add Hours](#) [Service Transcript](#) [Account Settings](#)

### Bulletin Board

Updated: 01/13/2021 @09:14 AM CST

Students, record your service hours and work based learning experiences here in x2VOL. **Be sure to select the correct goal category when logging your experience to get full credit!**



**BULLDOG**  
**PRIDE**

### Hours Snapshot

### Top Interests

# Join Groups and Goals

The screenshot shows the x2VOL Group/Goal Search interface. The top navigation bar includes 'Dashboard', 'Opportunities & Projects', 'Groups & Goals', 'Profile', 'Help', and 'Logout'. The 'Groups & Goals' dropdown menu is open, showing 'My Groups & Goals', 'Group/Goal Search' (circled in red), and 'Incentive Messages'. The 'Group/Goal Search' page has a search bar with 'Group or Goal Name' and a dropdown menu set to 'Select Groups Only'. Below the search bar, there are two sections: 'GOAL RESULTS (0)' and 'GROUP RESULTS (4)'. The 'GROUP RESULTS (4)' section contains a table with columns: GROUP NAME, GROUP MANAGER, GOALS, and a 'Join' button. The table lists four groups: 'Class of 2020', 'National Honor Society 2019-2020', 'Key Club 2019-2020', and 'Student Council'. The 'National Honor Society 2019-2020' group has a 'Join' button circled in red.

GROUP NAME	GROUP MANAGER	GOALS	Join
Class of 2020	David Powers	0	Remove
National Honor Society 2019-2020	Jon Coley/ Support Admin/ David Powers/ x2VOL Staff	0	Join
Key Club 2019-2020	Support Admin/ David Powers/ x2VOL Staff	0	Join
Student Council	Support Admin/ David Powers	0	Join

# Find Opportunities and Sign Up

Dashboard

Opportunities & Projects

Groups & Goals

Profile

Help

Logout

My Activity Log

Find Opportunities





Official Service Transcript™

## Find Opportunities

Community Opportunity Search

Modify Search

Search Results: 8

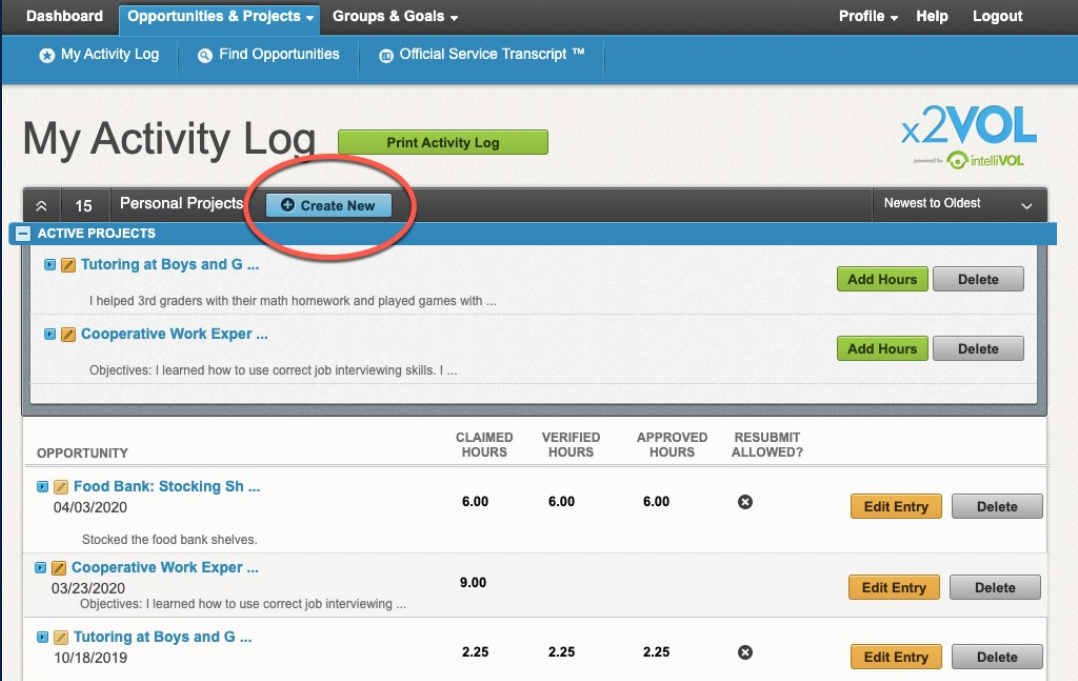
	OPPORTUNITY	PROFILE MATCH	
School Approved	<div></div> <div><b>Naviance Sales High School</b> <b>Food Shelter</b> 02/01/2018 - 01/31/2021 The Food Shelter needs volunteers to help organize their pantry. Wed 4-5 p m. Contact</div>	60 %	<div>Add to My Opportunities</div>
School Approved	<div></div> <div><b>Naviance Sales High School</b> <b>WBL - Dayton Manufacturing Company</b> 01/01/2021 - 12/31/2022 Work will include entry-level position responsibilities. Click here to apply.</div>	-6.71 %	<div>Add to My Opportunities</div>
School Approved	<div></div> <div><b>Naviance Sales High School</b> <b>Fine Arts - Dayton Theater Co-Op</b> 01/01/2021 - 12/31/2022 Come work with our back stage and production crew for hands on experience in the theater!</div>	-6.24 %	<div>Add to My Opportunities</div>
	<div></div> <div><b>Our Daily Bread Food Pantry</b> <b>Volunteer Hours on Saturdays</b> 03/21/2020 - 12/31/2021 With the help of our volunteers and public assistance, we provide the food and</div>	60 %	<div>Add to My Opportunities</div>

x2VOL

powered by intelliVOL

# 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



The screenshot shows the 'My Activity Log' page in the x2VOL system. The page has a navigation bar with 'Dashboard', 'Opportunities & Projects', and 'Groups & Goals'. Below this is a sub-navigation bar with 'My Activity Log', 'Find Opportunities', and 'Official Service Transcript™'. The main content area is titled 'My Activity Log' and includes a 'Print Activity Log' button. A red circle highlights the '+ Create New' button. Below this, there is a section for 'ACTIVE PROJECTS' with two entries: 'Tutoring at Boys and G...' and 'Cooperative Work Exper...'. Each entry has 'Add Hours' and 'Delete' buttons. At the bottom, there is a table of 'OPPORTUNITY' entries with columns for 'CLAIMED HOURS', 'VERIFIED HOURS', 'APPROVED HOURS', and 'RESUBMIT ALLOWED?'. The table contains three entries: 'Food Bank: Stocking Sh...', 'Cooperative Work Exper...', and 'Tutoring at Boys and G...'. Each entry has 'Edit Entry' and 'Delete' buttons.

OPPORTUNITY	CLAIMED HOURS	VERIFIED HOURS	APPROVED HOURS	RESUBMIT ALLOWED?
<b>Food Bank: Stocking Sh ...</b> 04/03/2020 Stocked the food bank shelves.	6.00	6.00	6.00	✖
<b>Cooperative Work Exper ...</b> 03/23/2020 Objectives: I learned how to use correct job interviewing ...	9.00			
<b>Tutoring at Boys and G ...</b> 10/18/2019	2.25	2.25	2.25	✖

# 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



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

## Attachments

+ Add files...

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 without reentering the info.  
(ex. Volunteering at the food bank several times a month.)

## Interests (Please select the interest that best describes the activity you performed)

☐ Humanitarianism

☐ Faith-based

☐ Government

☒ Educational

## Career Clusters

☐ Agricultural & Natural Resources

☒ Education & Training

☐ Government & Public Administration

☐ Architecture & Construction

# 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 be claimed for this event are accurate. Please note that this information may also be used for other purposes.

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

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

Date

08/14/2020



Hours

00





Minutes

00



## Reflections

# 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 ["Exclusive Goal"](#) or choose the option ["Apply to all Non-Exclusive Goals"](#)

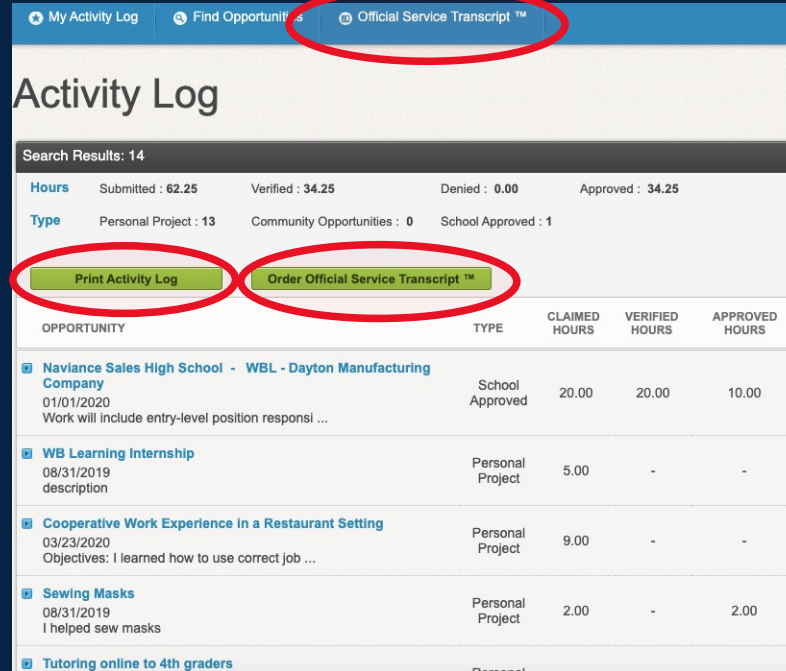
**NOTE:** Below are all ACTIVE goals in your organization. If you are logging hours that do not belong in an active goal below, choose "Apply to all Non-Exclusive Goals" and the hours will appear in your activity log for the date you submitted.

	GOAL NAME	GROUP	START	END	GOAL	CREDITED	REMAIN
<input type="radio"/>	Apply to all Non-Exclusive Goals:						
	Service Learning Hours / Graduation Class of 2020 Requirement		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™



The screenshot shows the 'Activity Log' page. At the top, there is a navigation bar with three tabs: 'My Activity Log', 'Find Opportunities', and 'Official Service Transcript™'. The 'Official Service Transcript™' tab is circled in red. Below the navigation bar, the page title 'Activity Log' is displayed. Underneath, a summary section shows search results and statistics. Two green buttons, 'Print Activity Log' and 'Order Official Service Transcript™', are circled in red. Below these buttons is a table listing activities.

Search Results: 14

**Hours** Submitted : 62.25 Verified : 34.25 Denied : 0.00 Approved : 34.25

**Type** Personal Project : 13 Community Opportunities : 0 School Approved : 1

[Print Activity Log](#) [Order Official Service Transcript™](#)

OPPORTUNITY	TYPE	CLAIMED HOURS	VERIFIED HOURS	APPROVED HOURS
<input checked="" type="checkbox"/> <b>Naviance Sales High School - WBL - Dayton Manufacturing Company</b> 01/01/2020 Work will include entry-level position responsi ...	School Approved	20.00	20.00	10.00
<input checked="" type="checkbox"/> <b>WB Learning Internship</b> 08/31/2019 description	Personal Project	5.00	-	-
<input checked="" type="checkbox"/> <b>Cooperative Work Experience in a Restaurant Setting</b> 03/23/2020 Objectives: I learned how to use correct job ...	Personal Project	9.00	-	-
<input checked="" type="checkbox"/> <b>Sewing Masks</b> 08/31/2019 I helped sew masks	Personal Project	2.00	-	2.00
<input checked="" type="checkbox"/> <b>Tutoring online to 4th graders</b>	Personal			

# Download the x2VOL mobile app!

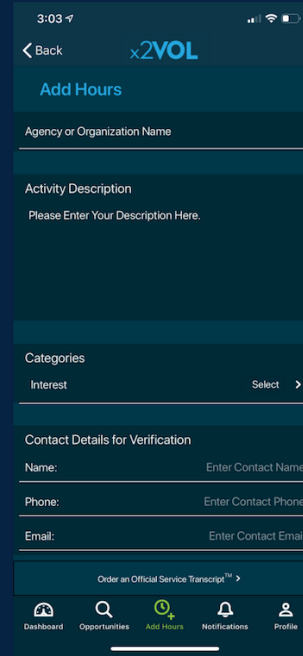
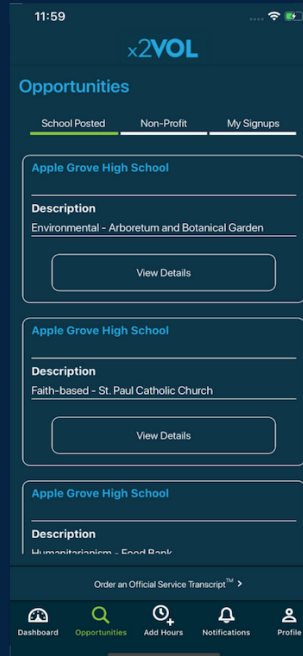
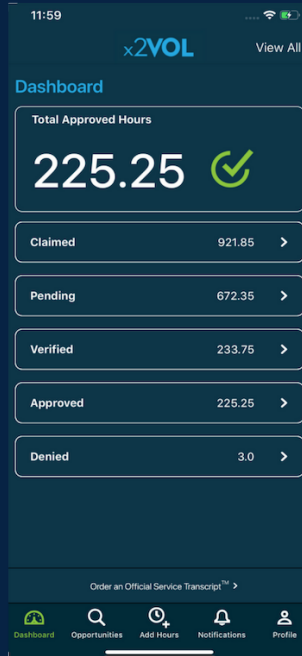
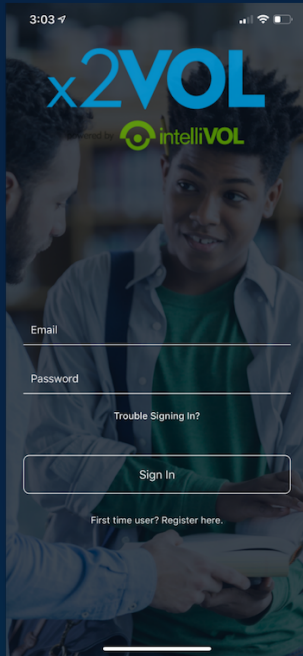
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*Try our iOS and Android mobile app to log your hours! Currently available for students, it can be found in the Apple App Store or Google Play Store.*



Download on the  
**App Store**

# iOS Screens



# Need Help?

Contact us:



[Support@intellivol.com](mailto:Support@intellivol.com)



866.906.6400



[x2VOL.com](http://x2VOL.com)