

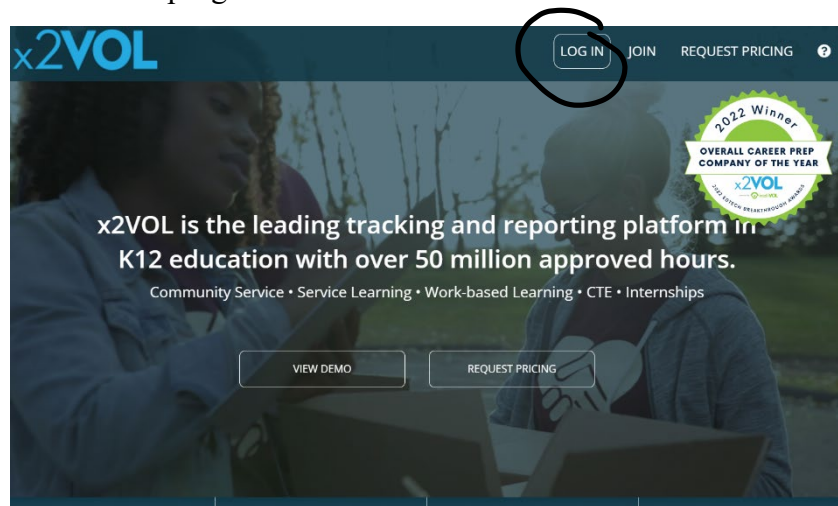
EC Campus Ministry – Logging Community Service Hours

Service Hours should be submitted as you complete them, to ensure your site supervisor can verify them. Hours cannot be approved without supervisor verification. (Parents/siblings may not verify hours!) Please submit hours within the academic quarter completed. Deadlines:

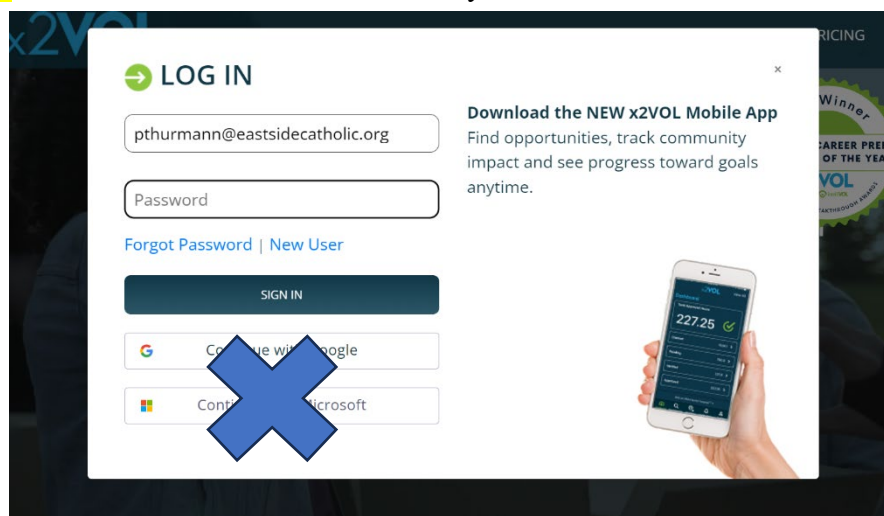
- Hours from summer and Quarter 1: submit by **October 31, 2026**
- Hours from Quarter 2: submit by **January 23, 2027**
- Hours from Quarter 3: submit by **April 3, 2027**
- Hours from Quarter 4: submit by **May 31, 2027**

Navigate to the main X2vol login page: <https://www.x2vol.com/index.html>. You can find a quick-link button on the EC website → Student Life → Campus Ministry page → right side.

Click 'LOG IN' at the top right of the screen.



Type in your EC credentials, i.e. your EC email and password. **Do not 'Log In with Microsoft'** – it often does not work. Autosave your credentials for next time, if you like.



Click 'sign in.'

→ LOG IN

[Forgot Password](#) | [New User](#)

SIGN IN



Continue with Google



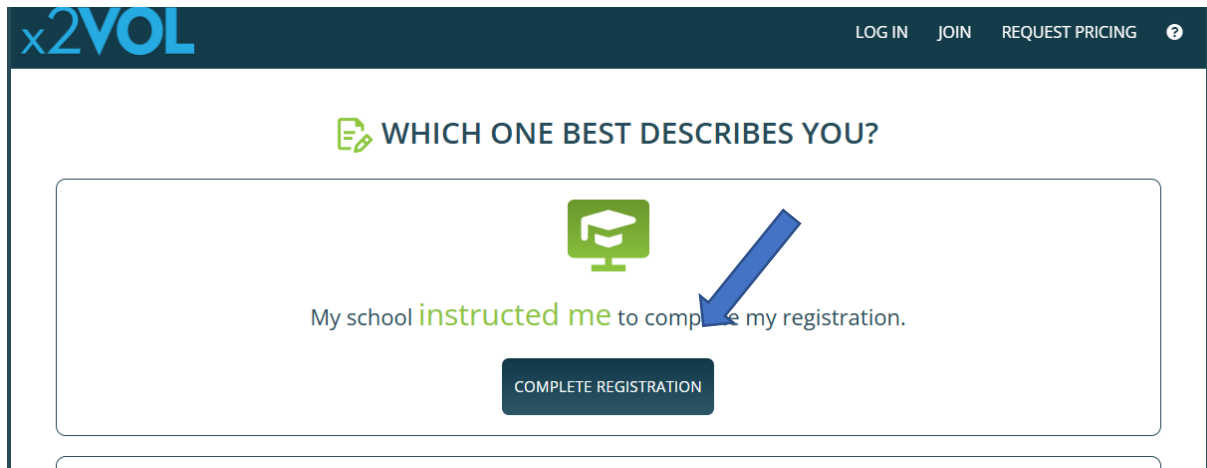
Continue with Microsoft

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If you have never logged in before, click **New User**.

The screenshot shows the x2VOL mobile app login interface. At the top, it says "x2VOL" in large blue letters. Below that is a "LOG IN" header with a green arrow icon. There are two input fields: "Email" and "Password". A blue arrow points to the "Password" field. Below the input fields are links for "Forgot Password" and "New User". A dark blue "SIGN IN" button is present. Below the button are three social login options: "Continue with Google", "Continue with Microsoft", and "Continue with Clever". To the right of the login fields, there is a promotional text: "Download the NEW x2VOL Mobile App Find opportunities, track community impact and see progress toward goals anytime." Below this text is an image of a hand holding a smartphone displaying the x2VOL app interface. In the background, there is a dark banner with a green seal that says "2022 Winner OVERALL CAREER PREP COMPANY OF THE YEAR" and "x2VOL 2022 EDTECH BREAKTHROUGH AWARDS".

Click Complete Registration



The screenshot shows the x2VOL website header with links for LOG IN, JOIN, REQUEST PRICING, and a help icon. The main content area has a heading "WHICH ONE BEST DESCRIBES YOU?" with a green icon of a notepad and pencil. Below this is a large rounded rectangle containing a green icon of a graduation cap on a computer monitor. A blue arrow points from the text "instructed me" to the "COMPLETE REGISTRATION" button. The text reads: "My school instructed me to complete my registration."

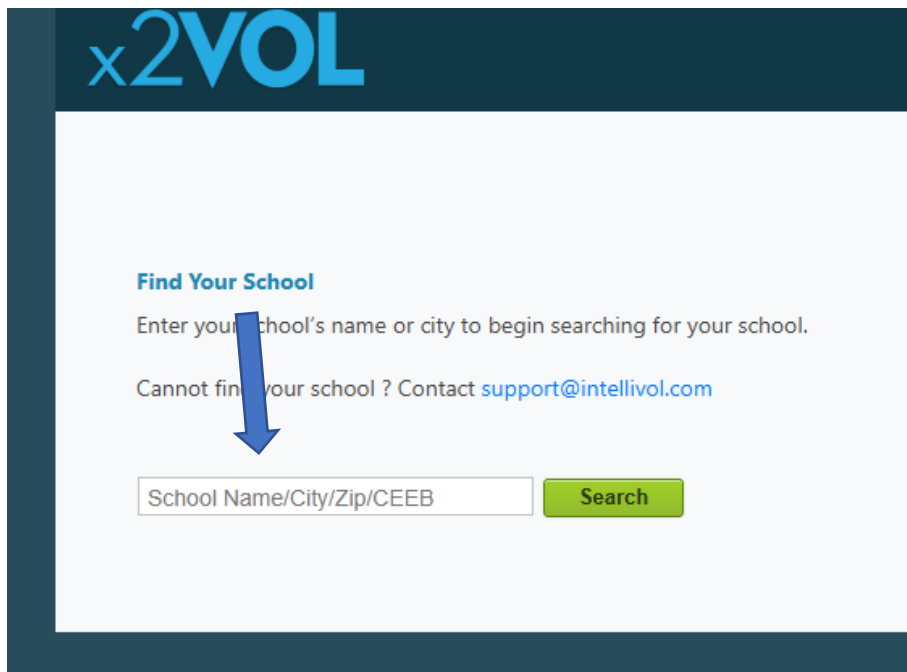
x2VOL LOG IN JOIN REQUEST PRICING ?

WHICH ONE BEST DESCRIBES YOU?

My school instructed me to complete my registration.

COMPLETE REGISTRATION

Then type in **Eastside Catholic School**. Select EC when the name pops up, then click **Search**



The screenshot shows the x2VOL website header. The main content area has a heading "Find Your School" with a blue arrow pointing down to the search input field. Below the heading is the text: "Enter your school's name or city to begin searching for your school." and "Cannot find your school ? Contact support@intellivol.com". The search input field contains the placeholder text "School Name/City/Zip/CEEB" and a green "Search" button.

x2VOL

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

Type in your **Last Name** and your **EC student Email** and click **Search**

x2VOL

Find Your School

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

Cannot find your school ? Contact support@intellivol.com

 **EASTSIDE CATHOLIC SCHOOL**
232 228th Ave SE
Sammamish, WA 98074
[Change School](#)

Account Lookup

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

Last Name

Student Email

If you are a **new user**, you will need to register. Note: your student ID is also the number you use at the attendance office and to buy lunch. If you are unsure what your number is, look at your student ID card or ask your teacher to look it up. This information may already be populated on the form.

x2VOL

Student Registration

First Name

Last Name

Email

Date of Birth

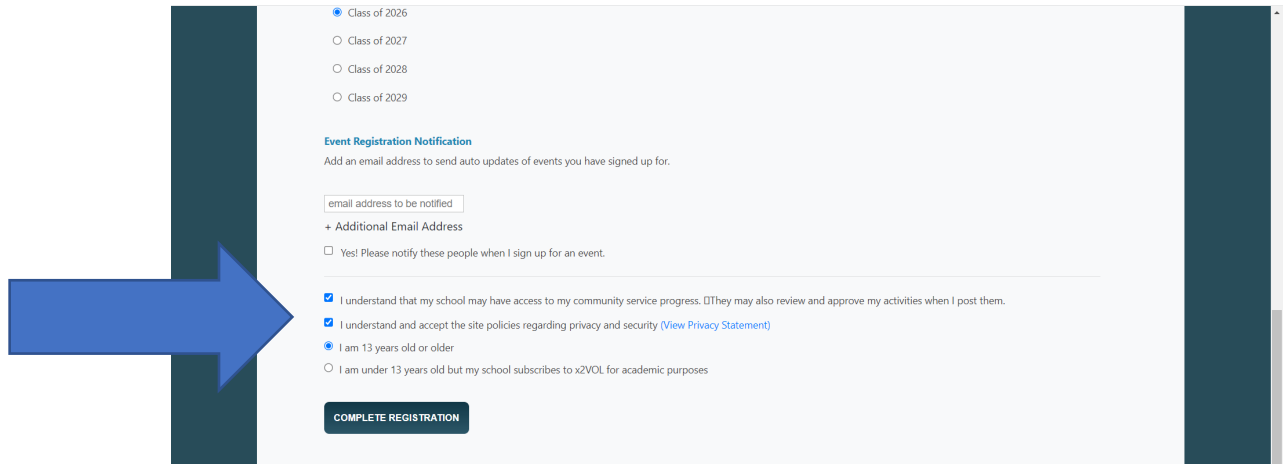
The email address provided will be used as the username for your account.

Student Id

You will need to enter and confirm a password. Use your EC computer password so you will remember!

Be sure to check the boxes to give the school access (so that your hours count!) and acknowledge the privacy statement.

Confirm whether you are older than 13. Then click **Complete Registration**.

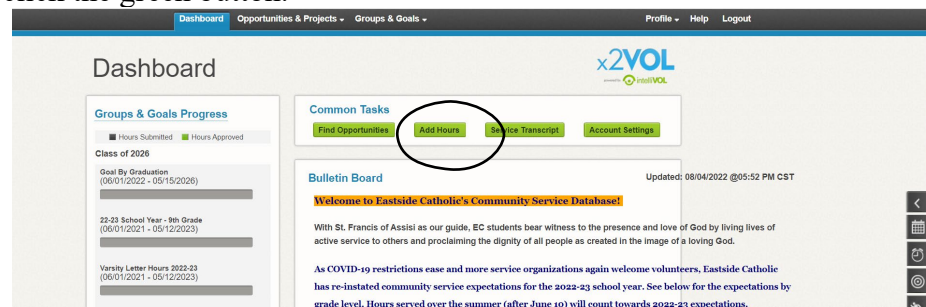


The registration form includes the following sections:

- Class Selection:** Radio buttons for Class of 2026, 2027, 2028, and 2029.
- Event Registration Notification:** A text input field for an email address to be notified, with a link to add an additional email address.
- Agreements:** Checkboxes for:
 - 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
 - I am under 13 years old but my school subscribes to x2VOL for academic purposes
- COMPLETE REGISTRATION:** A green button at the bottom, highlighted by a large blue arrow.

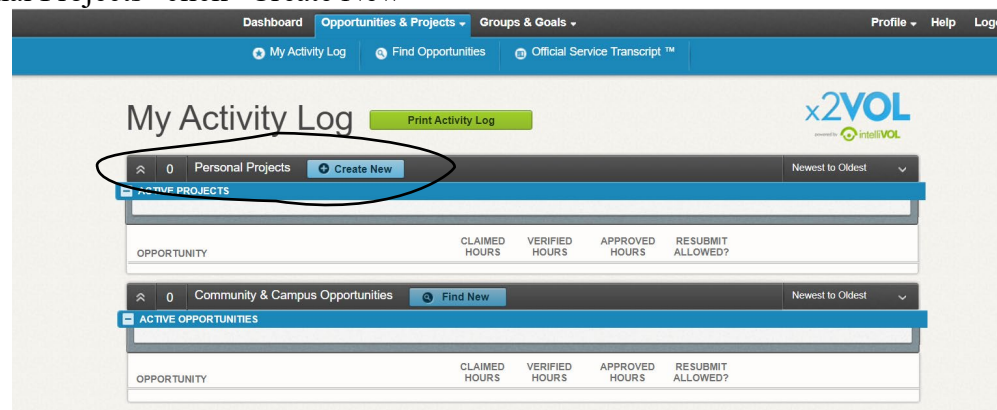
This will take you to the Dashboard. (If you have logged in before, you may have skipped the registration process and come straight to the dashboard page.)

To add hours, click the green button.



The dashboard features a navigation bar with 'Dashboard', 'Opportunities & Projects', and 'Groups & Goals'. The 'Common Tasks' section contains four buttons: 'Find Opportunities', 'Add Hours' (circled in red), 'Service Transcripts', and 'Account Settings'. The 'Bulletin Board' section displays a welcome message and a notice about COVID-19 restrictions.

Under “Personal Projects” click “Create New”



The 'My Activity Log' page shows two sections: 'Personal Projects' and 'Community & Campus Opportunities'. The 'Personal Projects' section has a 'Create New' button circled in red. Below each section is a table with columns for 'OPPORTUNITY', 'CLAIMED HOURS', 'VERIFIED HOURS', 'APPROVED HOURS', and 'RESUBMIT ALLOWED?'.

Enter all the requested information: who you served with and a brief description of what you did.

The screenshot shows the 'Create a Personal Project' form on the x2VOL website. The form is titled 'Activity' and includes the following sections:

- Agency or Organization Name:** A text input field with a '(Max. 100 character)' limit.
- Project Description:** A larger text input field.
- Attachments:** A section with a '+ Add files' button. Below it, a list of supported file types is provided: pdf, jpg, png, gif, bmp, zip, doc, docx, xls, xlsx, ppt, pptx, txt, wmv, mp4, flv, csv, pps, wma, flv, mov, mpg. A note states: 'The maximum file size is 20MB.' Below this is a 'Drop Files Here' area.
- Make this a recurring project:** A checkbox option. A note below it says: 'Allows you to reuse this personal project for future claims without reentering the information. (ex. Volunteering at the food bank several times a month.)'
- Interests:** A section with the instruction '(Please select the interest that best describes the activity you performed)'. It includes five radio button options: Humanitarianism (selected), Faith-based, Environmental, Government, and Educational.

Scroll down to enter date of service and how many hours and minutes you served. Writing a reflection is encouraged.

The screenshot shows the 'Claim Hours' section of the form. It includes the following elements:

- Claim Hours:** A section header with the instruction '(Date that you performed the service.)'. Below it, a note states: 'If you volunteered multiple days for the same activity, please enter the TOTAL amount of hours and select the most recent date volunteered. You can provide the dates/date range in the Description section at the top of this page. If you have been instructed to provide one entry per date please do so.'
- Date, Hours, Minutes:** Three input fields. The 'Date' field has a calendar icon. The 'Hours' and 'Minutes' fields are dropdown menus, both currently set to '00'.
- Reflections:** A large text input field for writing a reflection.

You will need to identify the adult supervisor for your service – someone who works at the organization where you did your service who knows you did service there.

- Hint: entering hours immediately after you do them will help be sure your contact remembers your service!
- It is also **highly recommended** that you let your site supervisor know they will be receiving an email where they can verify your service hours.
- Immediate family members (parents, siblings) are not allowed to serve as the verification contact, unless cleared with Campus Ministry beforehand.

☒ Activity Verification Contact

The contact you specify here will be sent a verification request link. The link will allow the contact to provide verification that the service hours that you've claimed for this event are accurate. Please note that this information may also be audited.

Name

Phone

Email Address

Scroll down and check “Organization Goals” and “Apply to all Non-Exclusive Goals”

☒ 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
Apply to all Non-Exclusive Goals:						
Goal By Graduation	Class of 2026	6/1/2022	5/15/2026	100.00	0.00	100.00
22-23 School Year - 9th Grade	Class of 2026	6/1/2021	5/12/2023	25.00	0.00	25.00
Varsity Letter Hours 2022-23	Class of 2026	6/1/2021	5/12/2023	100.00	0.00	100.00

★ Sponsored Goals - Goals offered by an organization

☐ Personal Goals

You may also apply your hours to your Personal Goals.

Finally, click the box attesting that your hours are accurate and truthful, then hit submit.

★ Sponsored Goals - Goals offered by an organization

☐ Personal Goals

You may also apply your hours to your Personal Goals.

GOAL NAME	GROUP	START	END	GOAL	CREDITED	REMAIN
Apply to all Personal Goals						

☒ 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

DATE USER COMMENT

☒ Claim History

DATE/TIME EVENT USER

Submit

Cancel

Congratulations! You have successfully submitted your service hours.