

# Admin Settings Overview

## [Oath Settings](#)

User Role Requirements: Administrator

Location of Settings: Manager > Organization Settings

### Oath Required:

As an x2VOL Administrator, you have the ability to display and require users to acknowledge by clicking a checkbox, that they have reviewed the oath established by the school.

By selecting **True**, the user will be required to click a checkbox in the Oath section before they are able to submit hours. If, the user fails to check the box, they will receive an error message indicating they are required to do so prior to submitting.

By selecting **False**, the user will be able to proceed with submitting their hours without having to acknowledge the Oath checkbox.

#### Oath Required

True

*Display the oath prompt text and require that the user acknowledge it using a checkbox.*

### Oath Prompt:

As an x2VOL Administrator, you have the ability to update the text for Oath Prompt displayed to users when they are submitting volunteer hours. This Oath Prompt is often established at the school level and may be referenced via the student handbook.

This Oath Prompt text and Acknowledge via checkbox display between the Goal selection and Comments section when students submit their hours.

### Oath Prompt

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.

### Oath Warning:

As an x2VOL Administrator, you have the ability to update the text for the Oath Warning displayed to users when they are submitting volunteer hours. This Oath Warning is often established at the school level and punishment for violating the Oath may be referenced back to the student handbook.

This Oath Warning text displays directly below the Oath Prompt in **BOLD** font between the Goal selection and Comments section when students submit their hours.

### Oath Warning

If inaccuracies are discovered, I understand that I may be removed from x2VOL and additional consequences may be imposed by my school.

### Save:

After making your selections in order to persist your changes you must click the save button located at the bottom right of the page. You can do this after each change you make (i.e. one by one) or after making multiple setting changes.



## Student View:

### 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"/>	Service Hours Freshman Year	Class of 2023	8/1/2019	7/2/2020	15.00	0.00	15.00
<input type="radio"/>	Apply to all Non-Exclusive Goals:						
	Service Hours Class of 2023	Class of 2023	4/1/2019	4/1/2023	1.00	0.00	1.00

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
<div style="border: 1px solid #ccc; height: 40px;"></div>		

### Claim History

DATE/TIME	EVENT	USER
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Oath Acknowledge checkbox

Oath Prompt

Oath Warning