



Release Notes

August 24, 2022

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RELEASE NOTES SUMMARY

These release notes detail the product improvements and new features included in the August 24, 2022, release.

Resolved Issues

1. The VOICES menu and pages have been retired and are no longer displayed when viewing Career Planning, High School Planning, and College Planning.
2. In Alumni Outcomes, the "Generate Grad File" header will now display the correct year.
3. When bigger text is selected with the UserWay accessibility widget, the menus will no longer overlap.
4. The FAFSA (Free Application for Federal Student Aid) link has been corrected and will now take you to the FAFSA site.
5. In Assignment & Curriculum, curricula will no longer retain the association to a group once the group is deleted.
6. In the Assignment & Curriculum report, the drill down column for the Career Key will now direct users to Career > Planning > All About You.
7. In the Student Center, when the timeout warning is displayed on a page that contains a form, the form data will no longer be lost when OKAY is selected, and the page is reloaded.
8. In the Professional Center, when the timeout warning is displayed on a page that contains a form, the form data will no longer be lost when OKAY is selected, and the page is reloaded.

Enhanced & New Features

- A new Work-Based Learning Experiences activity has been added to support the recording of a student's work-based learning experiences.
- A new Parent/Guardian Connections report has been added to Professional Center Reporting.
- Date Achieved has been added to the Assignment & Curriculum report in place of the checkmark.
- When creating a new account in the Professional Center, the error message displayed when required fields are not completed has been updated for improved usability.
- The styles on the password retrieval pages in the Professional Center have been updated.
- The styles for the forms, buttons, and fonts have been updated and the ability to delete activities has been removed for some activities.
- The option to view the 'Schools selected for the College Recruiter' has been removed from Postsecondary Plans.
- The My Progress Icon on a student's Assignment & Curriculum page has been enlarged for greater visibility.

1. RESOLVED ISSUES

This table summarizes the product improvements included in the August 24, 2022, release.

	Problem	Improvement
1	Content on the Voices page will no longer be updated. (PPS-1968)	The VOICES menu, and pages have been retired and are no longer displayed when viewing Career Planning, High School Planning, and College Planning.
2	In Alumni Outcomes, the header for "Generate Grad File" was displaying "Generate File for Class of 2019." (PPS-2047)	The header will now automatically update each year on July 1 st to ensure the correct year is always displayed.
3	When bigger text is selected with the UserWay accessibility widget, the menu headers overlapped. (PPS-1883)	This issue has been resolved. The menus will no longer overlap.
4	The link to access the FAFSA site is incorrect. (PPS-2080)	The FAFSA link has been corrected and will now take you to the FAFSA site.
5	Some curricula associated with deleted groups were not showing when the user wanted to assign them to grades/roles. (PPS-2256)	Going forward, curricula will no longer retain the association to a group once the group is deleted.
6	When the Career Key is included on the Assignment & Curriculum report, the drill down column is directing the user to the incorrect page. (PPS-2210)	The drill down column for the Career Key in the Assignment & Curriculum report will not direct users to Career Planning > All About You.
7	In the Student Center, if the timeout warning is displayed, when on a page that contains a form, (i.e., Volunteering & Community Service), clicking OK will reload the page and all entered form data will be lost. (PPS-2118)	In the Student Center, the timeout warning is displayed, when on a page that contains a form, (i.e., Volunteering & Community Service), clicking OK will reload the page and all entered form data will now be retained.
8	In the Professional Center, if the timeout warning is displayed, when on a page that contains a form, (i.e., AppDocs), clicking OK will reload the page and all entered form data will be lost. (PPS-2122)	In the Professional Center, if the timeout warning is displayed, when on a page that contains a form, (i.e., AppDocs), clicking OK will reload the page and all entered form data will now be retained.

2. WORK-BASED LEARNING EXPERIENCES ACTIVITY

A new Work-Based Learning Experiences activity has been added to support the recording of student work-based learning experiences. The Work-Based Learning Experience activity can be found under Career Planning > Work Experiences. This activity can be added to assigned curriculum and allows for the tracking of multiple types of work-based learning experiences.

Activity: Work-Based Learning Experiences

Remove

Instructions:

Enter optional guidance text.

+

Trackable:

☐ Not Tracked

☒ Tracked (completed anytime)

☐ Tracked (completed during specific grade)

Select Grade

▼

Optional Tracking Criteria:

Exposure

☒ Career Fair

☐ Field Trip

☒ Guest Speaker

☒ Informational Interview

☐ Job Shadowing

Engagement

☐ Apprenticeship

☐ Cooperative Work Experience

☐ Internship

☒ Mentorship

☐ Part-time/Summer Job

☐ School-based Enterprise/Project/Simulation

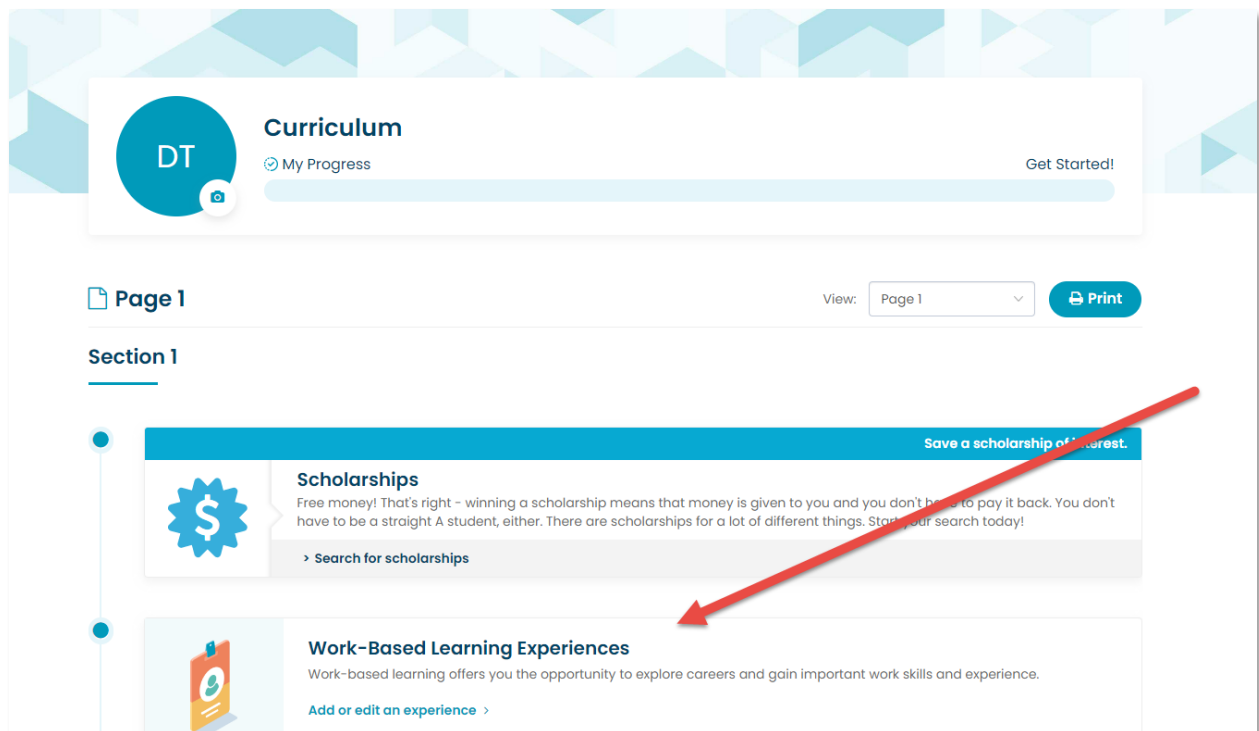
Total Engagement Hours

10

Tracking Options for Work-Based Learning Experience Activity

Updated Activities: With the addition of this new Work-Based Learning Experiences activity, the existing Work Experiences activity has been renamed to Employment Experiences. Student data found in the Job Shadowing Experience activity, Postsecondary Experiences Internships activity, and Postsecondary Experiences Apprenticeship activity has been migrated to the Work-Based Learning Experiences activity. The Early Work Experience activity has been retired, and the data was not migrated. If any of the 4 retired activities were previously included in your assigned curriculum, be sure to add the Work-Based Learning Experiences activity to your school's curriculum as applicable.

Students will be able to access the Work-Based Learning Experiences activity through their assigned curriculum or through their portfolio.

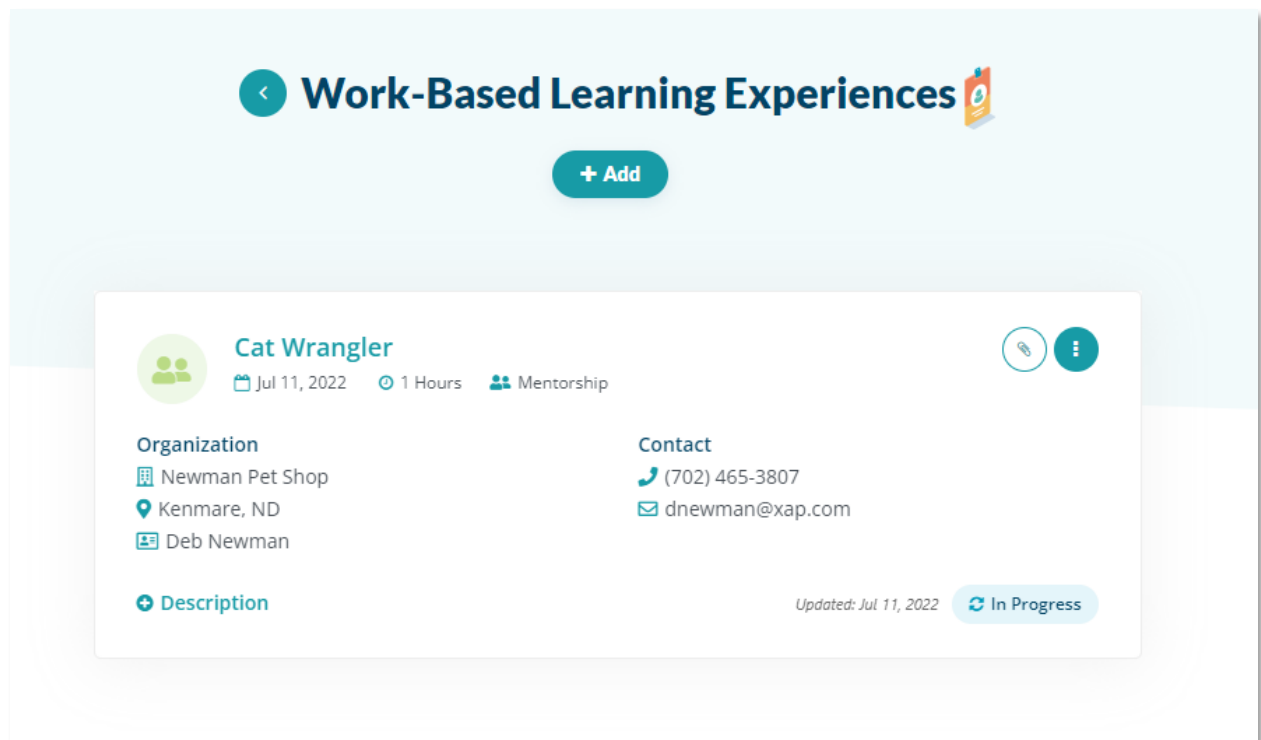


Work-Based Learning Experiences Activity in Assigned Curriculum

The screenshot shows the cfwv.com website interface. At the top, there is a navigation bar with links for CAREER PLANNING, HIGH SCHOOL PLANNING, COLLEGE PLANNING, FINANCIAL AID PLANNING, and YOUR PORTFOLIO. A red arrow points to the 'YOUR PORTFOLIO' link. Below this, a sub-menu is visible with links for INDEX, CAREER PLANNING, HIGH SCHOOL PLANNING, COLLEGE PLANNING, and FINANCIAL AID PLANNING. Under 'CAREER PLANNING', there are links for YOUR PROFILE and YOUR JOURNAL. Further down, a row of links includes Career Plans, Getting Ready for Work, Work Experience, Your Skills, All About You, and How You See Yourself. A second red arrow points to the 'Work Experience' link. The main content area has a blue header for 'CAREER PLANNING > WORK EXPERIENCE'. On the right side of this header, there are links for PRINT, EMAIL, and PDF. The content area is divided into three sections: 'Employment Experiences' with a description and a link to 'Add a new employment experience'; 'Professional Association Memberships' with a link to 'Add professional association membership'; and 'Work-Based Learning Experiences' which includes a description, a link to 'Add or edit an experience', and a red arrow pointing to it.

Work-Based Learning Experiences Activity in Your Portfolio

The activity will support the recording of student Work-based Learning Experiences including company information, experience hours, and student reflection. The student will be able to track Not Started, In Progress, and Completed Work-Based Learning Experiences. Counselors and parents will have the ability to comment on an experience.



Work-Based Learning Experience Tile

Basic Information

Experience type **Mentorship**

Title **Cat Wrangler**

Status ☐ Not Started ☒ In Progress ☐ Complete

Organization

Name **Newman Pet Shop**

City/Town **Kenmare**

State **North Dakota**

Contact name

Phone number

Email **dnewman@xap.com**

Date & Time

Start date

End date (Optional)

Total hours (Optional) ☒ Log Hours ☐ 1

Use the Log Hours feature to track daily progress.

Description Describe your work-based learning experience.

Reflection Reflect on your experience.

If applicable, this activity is included in the Assignment & Curriculum report. With this activity, students can have multiple records. You will see this reflected on the Assignment & Curriculum report.

Additionally, a new report has been added to track your student participation in the Work-Based Learning Experiences activity.

Create New Report

[Your Reports](#)

Choose Report Type

[Choose Criteria](#)

[Choose Time Frame](#)

[Finalize Report](#)

Choose Report Type

[Report Description](#)

[Detailed Documentation](#)

Usage Reports
Report on general usage and account activity

- Accounts Created
- Active Accounts
- Page Views
- Parent/Guardian Connections
- Sessions

Tracking Reports
Report on progress and completion of activities

- School-2-College-2-Work Tracking Report
- Assignment & Curriculum Tracking Report
- Milestones Tracking Report
- Tracking Plans of Study

Interactive Reports
Reports on student usage.

- My Goals and Action Plans Report
- Work-Based Learning Experiences Activity Report**

Work-Based Learning Experiences Report

The report will list all students who have created a Work-Based Learning Experiences activity record. Professionals will be able to filter, export, and print the report.

Filter

Reset

Search by name:

Search by name

Grade:

All Grades

Group:

All Groups

Experience types:

All Types

Status:

All Status

Date started:

mm/dd/yyyy

Export

Print

Results

Students (8)	Job/Position	Experience Type	Employer	Start Date	End Date	Status	Hours Worked
last. 41801_ru3	test	Career Fair		04/04/2022	04/04/2022	Complete	
last. 41802_ru3	test	Job Shadowing		05/04/2022	05/04/2022	Complete	
last. 42701_ru3	vbc	Internship	cfdhfd	01/04/2022	30/04/2022	Complete	
	ghfgj	Informational Interview		12/04/2022	12/04/2022	Complete	
	VCF	Virtual Career Fair		09/05/2022	09/05/2022	Complete	
	APPR - In progress	Apprenticeship	APPR - In progress	18/05/2022		In Progress	

Work-Based Learning Experiences Report Output

3. PARENT/GUARDIAN CONNECTIONS REPORT

A new Parent/Guardian Connections report has been added to Professional Center Reporting under Usage Reports. The purpose of this report is to provide information on students who have connected their account with a parent or guardian. The report lists, by student, the parent/guardian's name, last sign in, and connection date.

The screenshot displays the 'cfwv.com Professional Center' interface. The top navigation bar includes 'Students & Groups', 'Reports', 'Resources', and 'Communication'. A blue header bar prominently features the 'Reports' section. On the left side, a 'Create New Report' sidebar lists steps: 'Your Reports', 'Choose Report Type', 'Choose Criteria', 'Choose Time Frame', and 'Finalize Report'. The main area, titled 'Choose Report Type', categorizes reports into four groups: 'Usage Reports' (including Accounts Created, Active Accounts, Page Views, Parent/Guardian Connections, and Sessions), 'Tracking Reports' (including School-2-College-2-Work Tracking Report, Assignment & Curriculum Tracking Report, Milestones Tracking Report, and Tracking Plans of Study), 'Interactive Reports' (including My Goals and Action Plans Report), and 'Outcome Reports' (including Basic Skills Survey, Career Cluster Survey, and Career Clusters Map Activity). A red arrow highlights the 'Parent/Guardian Connections' report under Usage Reports. The top right corner shows a user welcome message for 'Suzie Newman' from 'Test Only High School - West Virginia' with links to 'Report Description' and 'Detailed Documentation'.

Parent/Guardian Connections Report

View Report

Parent/Guardian Connections

A list of selected student accounts indicating whether or not a parent or guardian has connected to the student's account.

Created : July 14, 2022

Site : Bass High School - CH360

Reporting Data : Last refreshed on 07/13/2022 at 06:22:54PM (PDT)


Total Accounts : 39

Usage

	Number of accounts	Parent connections	%
Total	24	2	.08

39 Results in the Total grouping

Name (student name)	Username	Date of Birth	# of Connections	Parent/Guardian first name	Parent/Guardian last name	Parent/Guardian Last Sign In	Connection Date
Adams, John Quincy	0116adams	Jan 16, 2004	0				
Aldridge, ANNA	a.aldrige	Jan 01, 2004	0				
Bass, Craig	CHCraigSrev	Jan 19, 2000	0				
Bass, Steve	CHCraigSrev2	Nov 22, 2005	0				
Bowazon, Gwen	gwenbowazon	May 14, 2004	0				
Dennis, Jedd	Jedd.Dennis		0				
Hammerdin, Mora	morahammerdin	May 14, 2004	0	James	Hammerdin	Jul 12, 2022	Sept 2019
Harrison, Paloma	palomaharrison	May 14, 2004	0				
Harrison, William Henry	0413harrison	Apr 13, 2005	0				
High, Henry	Henry_High	Jan 25, 2000	1	Patti	Parent	Jul 19, 2019	Jul 12, 2018
Hills, Julia	juliahills	Apr 09, 2007	0				
Jefferson, Thomas	1019jefferson	Oct 19, 2001	0				
Madison, James	1118madison	Nov 18, 2002	0				
Miller, Anya	anyamiller2	Apr 09, 2007	0				
Miller, Brian	millertest	Jul 18, 2004	0				
Monroe, James	1217monroe	Dec 17, 2003	0				
Moria, Claudia	claudiamoria	May 14, 2004	0				
Pierce, Lana	Lana.Pierce	Dec 12, 2002	0				
Polk, James Knox	0611polk	Jun 11, 2007	0				
Tyler, John	0512tyler	May 12, 2006	0				
Van Buren, Martin	0314vanburen	Mar 14, 2005	0				
Villa, Shivani	Shivani.Villa	Nov 11, 2001	0				
Welsh, Paloma	palomawelsh	May 14, 2004	0				
Who, Cindy-Lou	cindylouwho	Jul 18, 2004	0				



Parent/Guardian Connections Report Output

4. ASSIGNMENT & CURRICULUM REPORT ENHANCEMENTS

The date a student achieved an activity has been added to the Assignment & Curriculum report in place of the previous checkmark. Professional users can verify the achievement was met during the current school year or a specific time frame.

Clicking on date will take you to the activity.

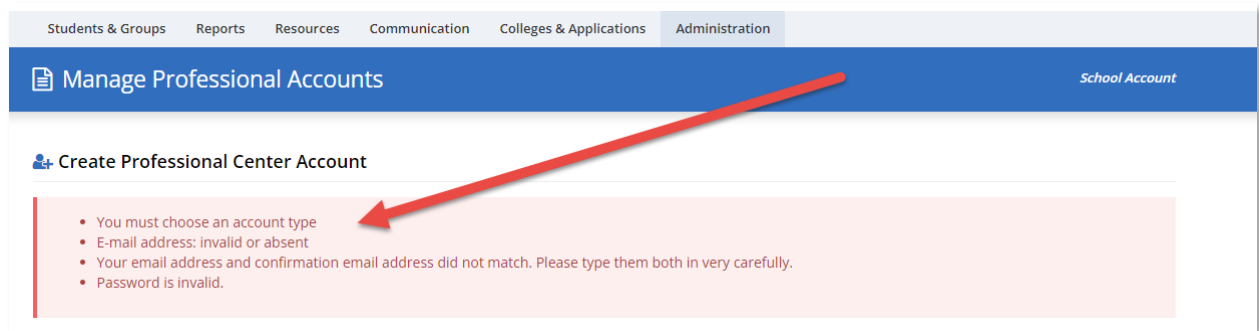
NOTE: Detail student data will display if you export the report to Excel.

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Adams, John Quincy																		
Aldridge, ANNA														Sep 10, 2021				
Bass, Craig										Oct 12, 2018								
Bowazon, Gwen														Sep 10, 2021				
Hammerdin, Mora														Sep 08, 2021				
Harrison, Paloma														Sep 08, 2021				
Harrison, William Henry																		
High, Henry	May 10, 2018					Jan 25, 2018	Sep 04, 2019	Aug 13, 2019	Oct 31, 2019	Oct 11, 2018	Sep 27, 2018	Aug 13, 2019	Oct 23, 2019	Aug 13, 2019		Sep 27, 2018		
Hills, Julia																		
Jefferson, Thomas																		
Madison, James																		
Monroe, James																		
Moria, Claudia													Sep 09, 2021	Sep 08, 2021				
Pierce, Lana														Sep 14, 2021				
Polk, James Knox																		
Tyler, John														Seo				
Van Buren, Martin																		
Villa, Shivani													Sep 09, 2021	Sep 09, 2021				
Welsh, Paloma														Sep 08, 2021				

Assignment & Curriculum report Output

5. UPDATED PROFESSIONAL CENTER ACCOUNT CREATION ERROR MESSAGE


When creating a new account in the Professional Center, the error message displayed when required fields are not complete has been updated. The error information will now be displayed in bolded red text.



Professional Center Account Creation Error Message


6. PROFESSIONAL CENTER – STYLE AND TEXT CHANGES

The styles found on the password retrieval pages in the Professional Center have been updated to match the styles found in the rest of the Professional Center. The changes cover tables, buttons, inputs, and fonts. The help text has been updated for username and password retrieval tools.

 Sign In Help

Having Trouble Signing In?

- Make sure that the "CAPS LOCK" on your keyboard is turned off.
- If you used numbers in your password and you're using the number pad to enter them, make sure "NUM LOCK" is turned on.
- You might have just typed your information incorrectly. Try again.
- If you still can't sign in after trying these suggestions or retrieving your password, contact your school administrator or Customer Support 1-800-GO-TO-XAP (1-800-468-6927).


 Forgot Your Password?

Username:


E-mail address: *(Enter the e-mail address used when creating your account.)*

Go >

Password Reset

 Sign In Help

Warning: If you did not request assistance with your password, immediately notify your school administrator or Customer Support at 1-800-GO-TO-XAP (1-800-468-6927).

 Change Password

Welcome! Please create a new password following these requirements:

- It must be 8-12 characters
- It must contain numbers and upper- or lower-case letters, but no special characters
- It cannot be the same as your username
- It can't have any spaces
- Your new password cannot match any one of your last four passwords

New password:

Re-enter new password:

Submit

Change Password

Please correct the following errors or omissions:

- Your password did not match your confirmation password. Please type your password into both boxes very carefully.

Warning: If you did not request assistance with your password, immediately notify your school administrator or Customer Support at 1-800-GO-TO-XAP (1-800-468-6927).

Change Password

Welcome! Please create a new password following these requirements:

- It must be 8-12 characters
- It must contain numbers and upper- or lower-case letters, but no special characters
- It cannot be the same as your username
- It can't have any spaces
- Your new password cannot match any one of your last four passwords

New password:

Re-enter new password:

Submit

Passwords Not Matched

Your account is locked after six failed attempts to prevent unauthorized access. You have three options. You can:

- Wait 30 minutes for your account to unlock itself
- Reset your password yourself using Forgot Your Password
- Contact Customer Support at 1-800-GO-TO-XAP (1-800-468-6927)

Having Trouble Signing In?

- Make sure that the "CAPS LOCK" on your keyboard is turned off.
- If you used numbers in your password and you're using the number pad to enter them, make sure "NUM LOCK" is turned on.
- You might have just typed your information incorrectly. Try again.
- If you still can't sign in after trying these suggestions or retrieving your password, contact your school administrator or Customer Support 1-800-GO-TO-XAP (1-800-468-6927).

Forgot Your Password?

Username:

E-mail address: *(Enter the e-mail address used when creating your account.)*

Go >

Locked Account

7. ACTIVITY UPDATES – STYLE UPDATES AND DELETE FUNCTION REMOVED

The styles for the forms, buttons, and fonts have been updated to match the newer styles for empty, edit, and summary modes and the ability to delete activities has also been removed from the activities listed below.

- Interest Profiler
- Career Cluster Survey
- Basic Skills Survey
- Transferable Skills Checklist
- Work Values
- The Career Key
- Experiences
- Activities
- Volunteering & Community Service
- Early College Access Programs
- AP Exams
- Test Scores

Career Cluster Survey 15 - 25 minutes

Match your interests and personal qualities to Career Clusters to explore future options.

[Take it again](#)

My Top Clusters

Aug 19, 2022

	Education and Training Planning, managing and providing education and training services, and related learning support services.	✓
	Hospitality and Tourism Managing, marketing and operating restaurants and other food services, lodgings, attractions, recreation events and travel-related services.	✓

Completed Career Cluster Survey Activity

Experiences

Record the experiences you've had that have been meaningful or influential for you. They could be travel adventures, work experiences, sports, events like concerts and conferences, or anything else that you want saved in your portfolio.

Name of experience:

Type of experience:

Date of experience:

Where did you have this experience? :

Description of experience:

Describe how this experience might influence your career and education planning.

Save


Cancel

**Updated form,
buttons, and font**

Experiences – Empty Mode


<

Volunteering & Community Service



+ Add

No option to remove



Kennel Assistant

Jun 2022 - Aug 2022

36 Hours

Organization

SCRAPS

Anytown



Contact

Bob Smith

bsmith@email.com

+ Description / Reflection

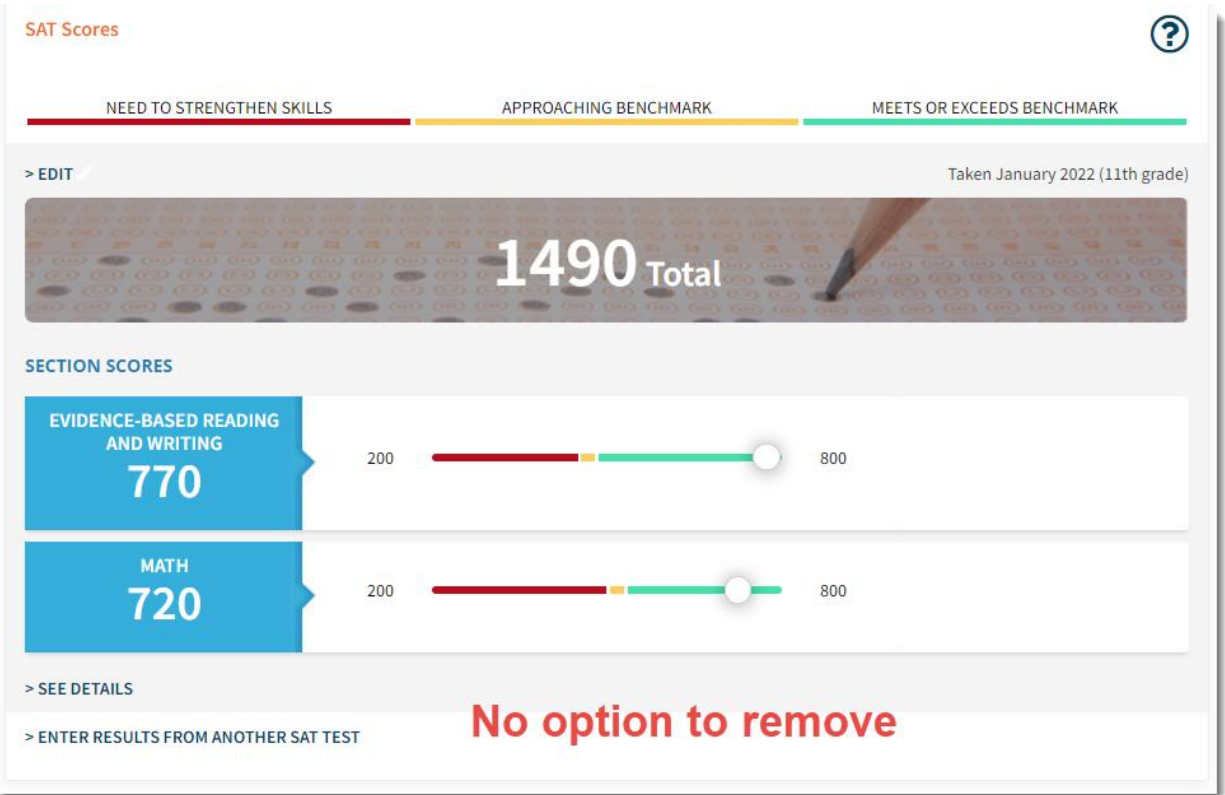
Animal care



Edit

Volunteering & Community Service Tile


20



Saved SAT Test Score

8. GET RECRUITED HAS BEEN RETIRED

The 'Schools selected for the College Recruiter' has been retired and removed from My > Portfolio > Postsecondary Plans. It will be available in the Professional view until further notice.



My Colleges & Applications

Save schools that you think are good matches for your education plans.

- Sort and rate your schools
- Track your application status
- Build task lists
- Request letters of recommendation and transcripts

> Manage colleges and applications


Save a college or postsecondary school. Apply to a college.

College Applications and Recruiting

Applications In Progress

[Start a new application >](#)
[Start a practice online college application >](#)

Letters of Recommendation

 Upload a letter of recommendation

My Colleges & Applications

9. ASSIGNMENT & CURRICULUM – MY PROGRESS ICON

The My Progress icon in Assignment & Curriculum has been made larger to make it more visible on the page.



Assignment & Curriculum My Progress Icon

