

xtremeEDU

A Product of Xtreme Imagination

xtremeSPP Features Guide Digital Student Portfolio Portal

Overview

The Student Portfolio Portal is designed to help and guide students, teachers, and parents. It allows your child/student to create and maintain an online portfolio of his/her work. This online portfolio will follow your student/child through the years and progression in school. At the close of your student's secondary schooling, he/she has an organized and stylistic way of presenting and remembering their accomplishments.

Thinking about your child/student's future, administrators of xtremeSPP can create student accounts to allow those students to maintain an ongoing and updateable listing of their personal profile, résumé, goal plan, letters of reference, community service hours, school activities, recognitions, and more. This system will be a great benefit to students who wish to continue to higher learning or to enter the work force. They have a detailed and organized list of accomplishments to show colleges or jobs.

We at Xtreme Imagination understand a parent's role in their child's schooling. In addition to student access, xtremeEDU's parent portal allows parents to login to the xtremeEDU portfolio portal to access their child's portfolio and check up on their progress. The Student Portfolio Portal encourages an active parenting role in education. Not only can parents and teachers check progress on assignments, they can also leave feedback on a student's work. The xtremeSPP enhances communication between student/parent/teacher to a new digital level.

Our Mission

The mission of Xtreme Imagination in creating the student portfolio portal is to enhance the communication between students, parents, teachers, and administrators. Additionally, “research shows that students at all levels see assessment as something that is done to them on their class work by someone else. Beyond “percent correct,” assigned letter grades, and grammatical or arithmetic errors, many students have little knowledge of what is involved in evaluating their class work. Portfolios can provide structure for involving students in developing and understanding criteria for good efforts, in coming to see the criteria as their own, and in applying the criteria to their own and other students' work.

“Students have been stuffing assignments in notebooks and folders for years, so what's so new and exciting about portfolios? Portfolios capitalize on students' natural tendency to save work and become an effective way to get them to take a second look and think about how they could improve future work. As any teacher or student can confirm, this method is a clear departure from the old write, hand in, and forget mentality, where first drafts were considered final products. Recent changes in education policy, which emphasize greater teacher involvement in designing curriculum and assessing students, have also been an impetus to increased portfolio use. Portfolios are valued as an assessment tool because, as representations of classroom-based performance, they can be fully integrated into the curriculum. And unlike separate tests, they supplement rather than take time away from instruction. Moreover, many teachers, educators, and researchers believe that portfolio assessments are more effective than “old-style” tests for measuring academic skills and informing instructional decisions.”

Why xtremeSPP?

Xtreme Imagination has designed our student portfolio portal to be the most user-friendly portfolio system available on the market. In many educational systems there is a gap between technology and instruction. This factor is do, in part, to poorly designed software. However, xtremeSPP was designed to be an easy-to-use, maintenance free system. xtremeSPP requires no hardware purchase, no IT crew to maintain the system, and account creation is an automated system with student, parent, and teacher verification codes. With your purchase, your school district receives unlimited server space, 99.9% uptime, 500GB of monthly bandwidth transfer, unlimited technical support, and free upgrades. In addition, we can have your xtremeSPP server up and running in less than one day.

General Features

- **No Hardware Required**
 - xtremeSPP is a subscription based service, hosted on Xtreme Imagination's robust servers.
 - We guarantee 99.9% server uptime.
 - Unlimited server space.
 - 500 GB monthly bandwidth transfer.
 - Unlimited technical support via email and phone.
 - Your server and be up and running in less than a day!
- **Automated Join Process**
 - Account creation is automated. Administrators are not required to input accounts individually.
 - Account creation verified by verification codes to create a secure sign-up process
- **Online Tutorials**
 - Tutorials for students, parents, teachers, visitors, and administrators.
 - Will assist in the training process.

Student Features

xtremeSPP is designed for ANY grade level. In addition, certain areas of the student portfolio portal can be customized to fit your school's needs. Below you will find all of the features of the student portal of xtremeSPP along with a brief explanation of the feature.

- **Main**
 - The main section of the SPP is the first page a student sees when he or she logs into the system. This area can be customized.

- **My Profile**
 - Allows student to upload a picture and to create a short autobiography.

- **myInbox**
 - This is a VERY useful tool for students in an educational environment due to the fact that most school systems do not allow their students to access any type of email service. With myInbox TEACHERS can compose private messages to students, parents, and other teachers. In addition, like most email systems the receiver has the ability to reply to their messages. Please note that STUDENTS DO NOT HAVE THE ABILITY TO COMPOSE PRIVATE MESSAGES!! Due to student privacy and protection we feel that students should not have the ability to send private messages to other students. However, STUDENTS CAN REPLY to messages received from their teacher(s).

- **myWeb Space Creator**
 - By popular demand we have created a tool that allows students to produce and host their very own web pages from the portfolio system. Students simply select a layout and add content. In addition, for more advanced students, we have added the ability for the student to edit the HTML directly by clicking the HTML button on the myWeb Space Creator Layout Menu. You will also notice that the system allows the students to UPLOAD images to place on their webpages. Please be aware that the myWeb Space Creator DOES NOT FUNCTION WITH THE SAFARI BROWSER - use Internet Explorer, Opera, Netscape, MSN Browser, or Firefox!

- **myWeb Pages**
 - Displays the student's webpages created in the myWeb Space Creator. Allows student to edit, delete, or view their pages.

- **K-12 Portfolio**
 - The heart of the xtremeSPP is the portfolio sections. Each grade level has it's own portfolio where a student can upload artifacts in any file format. In addition, Xtreme Imagination will customize each grade level to reflect the needs of the school.

- **Artifact Commenter**
 - Teachers have the ability to send comments to the student concerning their uploaded artifacts. In order for a teacher to do this, the teacher simply views the artifact through the Portfolio Viewer. Below each artifact the teacher has a comment box. Once a teacher comments, the student will receive the comment in their myInbox!

- **Resume**
 - Creates a resume for the student. Allows student to update contact information, objective, education, work experience, achievements and recognitions, school activities, community service, and interests.

- **Goal Plan**
 - Allows the student to create a detailed goal plan.

- **Career Goals**
 - The student can list individual career goals by year, goal name, and description.

- **Letters of Reference**
 - Allows the student to upload letters of reference in the form of Microsoft Word documents or Adobe Acrobat PDF files.

- **Community Service**
 - The student can list community service activities by year, activity, and description.

- **School Activities**
 - The student can list school activities by year, activity, and description.

- **Recognitions & Awards**
 - The student can list recognitions and awards by year, activity, and description.

- **Testing**
 - The student can view test scores posted by school administration.
- **Portfolio Viewer**
 - Allows the student to view his or her portfolio.
- **Visitor Accounts**
 - Allows the student to create visitor accounts to allow access to persons other than their parents, teachers, and administrators. The student has full control of the visitor accounts and can delete the account at any time.

Parent Features

To fulfill our mission, xtremeSPP allows parent accounts to allow parents to view their child's portfolio.

- **Main**
 - The main section of the SPP is the first page a parent sees when he or she logs into the system. This area can be customized.
- **Add My Child**
 - The Add My Child tool allows a parent to add their child or children to their account based on the student's first name, last name, and last four digits of the child's social security number.
- **View My Child's Portfolio**
 - Lists the parent's children and allows the parent to view each child's portfolio.
- **View My Child's Test Scores**
 - Lists the parent's children and allows the parent to view each child's test score posted by the school administration.

Teacher Features

Teacher accounts allow teachers to search for all students listed in the SPP and view each student's portfolio

- **Main**
 - The main section of the SPP is the first page a teacher sees when he or she logs into the system. This area can be customized.
- **Search for Student**
 - Allows teachers to search for student portfolios based on the student's first and last name.
- **List All Students**
 - Generates a list of all student portfolios and allows the teacher to view each portfolio.
- **myClasses**
 - Teachers have the ability to generate rosters for their classes. This will allow each access to each student's portfolio within a class.
- **Portfolio Viewer**
 - Allows the teacher to search for student portfolios and view each portfolio.

Administrator Features

An administrator account controls all accounts, verification codes, and testing features.

- **Main**
 - The main section of the SPP is the first page an administrator sees when he or she logs into the system. Additionally, the main section lists the current status of the xtremeSPP system. This area can be customized.
- **Account Creation**
 - Allows the administrator to manually create student, teacher, and administrator accounts.
- **Account Removal**
 - Allows the administrator to remove an account from the system. Student and parent accounts can be removed according to the student's graduation year.
- **Change Account Password**
 - Allows the administrator to change account passwords.
- **Recover Account Password**
 - Allows the administrator to recover a lost password.
- **Print Account Passwords**
 - Generates a list of all student, parent, teacher, and administrator passwords.
- **Verification Code Creation**
 - The sign-up process of xtremeSPP is controlled by verification codes. This section allows the administrator to create verification codes.
- **Print Verification Code Letters**
 - To make the sign-up process as easy as possible, this section allows administrators to generate verification code letters to be mailed to students, parents, and teachers.
- **Testing Module**
 - Allows the administrator to post test scores for individual students.

Upgrades

As with all software, upgrades are constantly evolving. With your subscription to xtremeSPP you are entitled to free upgrades. In addition, custom features may be added for an additional fee.

Pricing

Subscription pricing is based on your school's student population. Below is xtremeSPP's pricing chart:

Accounts Needed	Price Per Account
0 - 249	\$3.25 USD**
250 - 4,999	\$3.00 USD**
5,000 - 15,999	\$2.00 USD**
16,000 - 39,999	\$1.00 USD**
40,000 - 59,999	\$0.75 USD**
60,000+	CONTACT FOR PRICING

**Special rates are available for rural and underserved school districts. Contact our sales department at sales@xtremeimagination.com to determine if your school district falls within this scope of pricing.

These figures include hosting services, UNLIMITED server space, 500 GB of transfer bandwidth per month, professional site design, site setup, online tutorials, and free technical support.

Site License Fee May Apply.

Demonstration

For access to the demo site, please contact our sales department at sales@xtremeimagination.com. In addition, on-site demonstrations and phone conferences are available.

Sales

For purchasing inquiries, please contact one of our xtremeSPP sales consultants. Below is their contact information:

James B. Baldwin, III.
james@xtremeimagination.com
1.804.514.1965
Richmond, VA Office

Chad Southward
chad@xtremeimagination.com
1.804.514.1965
Richmond, VA Office

Terms and Conditions of Service

Xtreme Imagination 's primary objective is to value and support our subscribers wherever, whenever and however possible. Our staff and management will provide the highest level of attention and dedication to all of our subscribers.

In pursuit of our primary objective, Xtreme Imagination agrees to deliver the agreed upon services, as declared in the "New Account" confirmation, to our customers at the time of purchase, subject to the following Terms of Service (hereafter referred to as TOS).

In addition, the use of Xtreme Imagination's service(s) by a subscriber constitutes an unconditional acceptance of and agreement to Xtreme Imagination's TOS. Xtreme Imagination reserves the right to change or modify the TOS at any time.

I. Price-Freeze Guarantee:

Xtreme Imagination proudly offers its subscribers a "Price-Freeze Guarantee." This guarantee allows subscriber to use Xtreme Imagination's services with full confidence and zero-risk. Xtreme Imagination guarantees that it will never increase monthly fees for existing subscribers of any service plans during their current yearly contract. This guarantee is effective upon the start of a subscription. Immediately after the order-process is completed, a price-lock will be established on the subscription and the price cannot increase for the existing subscription with the existing service plan. Subscriber is aware that Xtreme Imagination may proactively change the specified rates and charges from time to time, with any new rate or changed pricing being exclusively effective for new subscribers or service plan changes. Subscriber is aware that rates and offers can change upon service plan modification or new account subscription and may or may not be available for purchase at any time in the future. However, existing subscriptions will establish a price-lock for their service plan upon sign-up and will not be affected by changed pricing or offers.

II. 99.9% Uptime Guarantee:

Xtreme Imagination guarantees that your website will be up and running at least 99.9% of the time during any 12-month period. This guarantee includes network uptime, server uptime, web server and service uptime. It does not cover any areas where Xtreme Imagination has no direct influence, such as backbone provider failures, fiber-optic main line cuts, DNS or Registrar issues with subscriber's domain name, routing issues between subscriber location and Xtreme Imagination data center. The uptime guarantee is also not applicable if the service interruption was caused by external issues such as Acts of God, Wars or any other natural or unnatural events that Xtreme Imagination cannot directly influence.

III. Prohibition of Adult Content & Copyright Material:

Subscribers of Xtreme Imagination's services are prohibited from storing or posting adult content, or links to adult content, through the subscribed service. All material of pornographic nature is considered adult content. Online image galleries whose primary purpose is the public display of fine art or artistic mediums are not considered to be adult content. In addition, each subscriber is responsible for copyright material posted by their users.

IV. SPAM and Unsolicited Commercial Email (UCE):

Xtreme Imagination takes a zero tolerance approach to the sending of Unsolicited Commercial Email (UCE) or SPAM through our network and services. Customers of Xtreme Imagination may not use, or permit others to use, our network to partake in UCE distribution. Customers of Xtreme Imagination may not host or permit hosting of sites or information that is advertised by UCE from other networks.

Upon notification of an alleged violation of our SPAM policy, Xtreme Imagination will initiate an immediate investigation. During the investigation, Xtreme Imagination may restrict customer access to the network to prevent further violations. Subscriber will thereafter be advised of the situation. If a subscriber is found to be in violation of this TOS, Xtreme Imagination may, at its sole discretion, unilaterally restrict, suspend or terminate the violating customer's account. Further, Xtreme Imagination reserves the right to pursue civil remedies for any costs associated with the investigation of a substantiated policy violation. Xtreme Imagination will notify law enforcement officials if the violation is believed to be a criminal offense.

V. Payment:

Establishment of this service is dependent upon receipt of payment of stated charges by Xtreme Imagination. Subsequent payments are due on the anniversary date of the month for that month's service or whichever is the selected billing cycle.

VI. Failure to Pay:

Xtreme Imagination may temporarily deny or terminate service upon the failure of the subscriber to pay the charges when due. Such termination or denial will not relieve the subscriber of responsibility for the payment of all accrued charges and any collection fees.

VII. Account Cancellation:

A subscriber may cancel his account at any time online via his account control panel's "Billing Options." If requesting a cancellation, we ask that subscriber briefly explains the reasons for doing so, as well as any suggestions on how

Xtreme Imagination could improve service. The cancellation will take effect immediately and the subscriber's account will remain active until the end of the subscription. Account resumption is possible with one click from the same menu, in case you should redefine.

VIII. Subscriber Acknowledgement:

Subscriber acknowledges that the service provided is of such a nature that the service can be interrupted for many reasons other than the negligence of Xtreme Imagination and that damages resulting from any interruption of service are impossible to ascertain. Therefore, subscriber agrees that Xtreme Imagination shall not be liable for any damages arising from such causes beyond the direct and exclusive control of Xtreme Imagination. Subscriber further acknowledges that the Xtreme Imagination's liability for its own negligence may not in any event exceed an amount equivalent to charges payable by subscriber for services during the period damages occurred. In no event shall Xtreme Imagination be liable for any special or consequential damages, loss or injury.

VIV. Change of Nameservers:

In cases of new hosting accounts or additions / modifications to hosted domain names or any other cases which involve the change of nameservers of a domain from other DNS servers to Xtreme Imagination's DNS servers, there may occasionally be a delay of several days, weeks or longer depending on the accessibility of control options at the respective registrar of the domain name registration. It is possible that if the registrar (or the entity having control over the domain registration) is not cooperative, the domain nameservers can not be changed at all. Due to the unpredictable nature of the nameserver change process, no guarantees are made regarding the amount of time a specific change may take. On customer request, nameserver change of domain names is done by Xtreme Imagination on behalf of the account holder. In such cases, a successful change of nameservers cannot be guaranteed in any way or fashion as it solely depends on the accessibility or cooperation by the domain name registration's registrar.

X. Support Boundaries:

Xtreme Imagination provides technical support to its subscribers. We limit our technical support to our area of expertise. The following is our guideline when providing support: Xtreme Imagination provides support related to your service plan's features' physical functioning. Xtreme Imagination does not provide technical support for the subscriber's customers. The only way to request technical support is to utilize the technical support helpdesk located in your Xtreme Imagination control panel.

XI. Network:

A. IP Address Ownership

If Xtreme Imagination assigns a subscriber an IP address for use with the

subscription, the right to use that IP address shall belong only to Xtreme Imagination and the subscriber shall have no right to use that IP address except as permitted by Xtreme Imagination. Xtreme Imagination shall maintain and control ownership of all IP numbers and addresses that may be assigned to subscribers by Xtreme Imagination. Xtreme Imagination reserves the right to change or remove all such IP numbers and addresses in its sole and absolute discretion, at any time.

B. Bandwidth and Disk Usage

Xtreme Imagination offers unlimited disk space and 100GB other resources, such as email or FTP accounts, or a great amount of each one of these resources with certain plans. The intention of Xtreme Imagination is to provide a large amount of space and resources for our customer's convenience of not having to worry about disk space or resource allotments. These resource and disk space allotments are optimized and dedicated towards serving web documents and self-need email / FTP services and are not to be used as offsite storage area for electronic files, or as a provisioning service for third party email or FTP hosts. All your downloadable files or files stored on the server have to be available for download via a HTML document stored on the Internet in a publicly or privately accessible area. This policy only applies to web sites that are considered to be abusive in service, disk space or resource consumption and where it is evident that the "fair-use" of resources among customers has been breached, particularly in regards to disk space utilization. Web sites that are found to contain either/or no html documents, a large number of unlinked files are subject to warning, suspension or cancellation at the sole discretion of Xtreme Imagination. If a "Fair-Use" breach occurs, Xtreme Imagination may have to remove files from the subscriber's account in order to restore full serviceability to other subscribers affected by the breach. In any case, the subscriber will be notified of any actions that Xtreme Imagination may have to take.

C. System and Network Security

Subscribers or any network users are prohibited from violating or attempting to violate the security of Xtreme Imagination's network or any and all components there in. Violations of system or network security may result in civil or criminal liability. Xtreme Imagination will investigate occurrences which may involve such violations and may involve and cooperate with law enforcement authorities in prosecuting subscribers who are involved in such violations. These violations include, but are not limited to:

1. Accessing data not intended for such subscriber or logging into a server or account, which such subscriber is not authorized to access.
2. Attempting to probe, scan or test the vulnerability of a system or network or to breach security or authentication measures without proper authorization.
3. Attempting to interfere with service to any subscriber, host or network, including, without limitation, via means of overloading, "flooding", "mail bombing" or "crashing."

4. Forging any TCP/IP packet header or any part of the header information in any e-mail or newsgroup posting.

5. Taking any action in order to obtain services to which subscriber is not entitled.

XII. Notification of Violation:

Xtreme Imagination is under no obligation or duty to constantly view each subscriber's activities to determine if a violation of this TOS has occurred. Accordingly, we do not assume any responsibility through our TOS to monitor or police Internet-related activities. Xtreme Imagination will only investigate suspicious activities if they are deemed to violate this agreement or to harm any part of the services, network or other subscribers. If a subscriber is found to be in violation, the following steps are taken:

1. First violation: Any Subscriber, which Xtreme Imagination determines to have violated any element of this TOS shall receive an email warning them of the violation. Subscriber's service is subject to a temporary suspension at Xtreme Imagination's discretion pending a subscriber's agreement in writing to refrain from any further violations.

2. Second violation: Subscribers, whom Xtreme Imagination determines to have committed a second violation of any element of this TOS shall be subject to immediate suspension or termination of service without further notice.

NOTE: Xtreme Imagination reserves the right to drop the section of IP space involved in SPAM or Denial-of-Service complaints if it is clear that the offending activity is causing great harm to parties on the Internet. In particular, if open relays are on your network or a customer's network or if denial of service attacks are originating from your network. In certain rare cases, we may have to do this before attempting to contacting the subscriber. Xtreme Imagination will contact the subscriber as soon as it is feasible.

XIII. Suspension of Service or Cancellation:

Xtreme Imagination reserves the right to suspend network access to any subscriber if in the judgment of Xtreme Imagination, the subscriber's account is the source or target of a violation of any of the terms of the TOS, or for any other reason which Xtreme Imagination deems necessary.

If inappropriate activity is detected, all accounts of the subscriber in question will be deactivated until our investigation is complete. Prior notification to the subscriber is not assured. In extreme cases, law enforcement will be contacted regarding the activity. The subscriber may not be credited for the time the subscriber's machines were suspended if the subscriber is found to be at fault.

XIV. Miscellaneous Provisions:

Subscriber must provide Xtreme Imagination real and current contact information at all times. E-mail address, telephone and fax contacts are used, and in that order of preference.

7. Xtreme Imagination takes no responsibility for any material placed on its network by others. Xtreme Imagination is not responsible for the content of any other websites linked to. Links to other sites are provided as Internet navigation tools only. Xtreme Imagination disclaims any responsibility for any inappropriate use and any liability to any person or party for any other person or party's violation of this policy

XV. Disclosure to Law Enforcement:

The TOS specifically prohibits the use of our service for illegal activities. Therefore, subscriber agrees that Xtreme Imagination may disclose any and all subscriber information including assigned IP numbers, account history, account use, etc. to any law enforcement agency that requests such information, provided they possess the proper court-approved warrant, without consent or notification to the subscriber.

XVI. Indemnification:

Each party (the "Indemnifying Party") hereby indemnifies the other party (the "Indemnified Party"), its officers, directors, employees and agents, and agrees to defend and hold them harmless from and against any and all liability, damage, loss or expense (including reasonable attorneys fees) arising from any claim, demand, action or proceeding based upon the alleged breach or untruthfulness of any of the Indemnifying Party's representations or warranties, or incurred in the settlement or avoidance of any such claim, provided, however, that the Indemnified Party shall give prompt notice to the Indemnifying Party of the assertion of any such claims and provided further that Indemnifying Party shall have the right to select counsel and control the defense thereof, subject to right of the Indemnified Party to participate therein.

XVII. Severability:

If any provision of this TOS shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this TOS is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

XVIII. Applicable Law:

This TOS is subject to the governing laws of the State of Virginia. Courts of competent jurisdiction in Goochland, Virginia shall hear and decide any disputes.

