




# OWN YOUR **magic**

**Troop Leader Fall Product**

**2023**      **Guide**



**girl scouts**   
of greater mississippi






# Important Dates

EARLY ACCESS FOR TROOP VOLUNTEERS	09/01/2023
TROOP LEADER TRAINING—VIRTUAL	09/05/2023 OR 09/07/2023
PRODUCT PROGRAM BEGINS	09/09/2023
CAREGIVER INFORMATION SESSION- VIRTUAL	09/12/2023
LAST DAY FOR IN-PERSON ORDERS	10/15/2023
FAMILY DEADLINE FOR ENTERING IN-PERSON ORDERS	10/15/2023
ALL MONEY DUE TO TROOP	10/16/2023
DEADLINE FOR TROOPS TO ENTER OR EDIT IN-PERSON GIRL ORDERS	10/17/2023
LAST DAY FOR ONLINE ORDERS	10/18/2023
DEADLINE FOR SERVICE UNITS TO ENTER/EDIT INFORMATION	10/18/2023
LAST DAY FOR GIRLS TO EDIT REWARDS	10/19/2023
ACH WITHDRAWAL	10/23/2023
EST DELIVERY TO SERVICE UNITS STARTS	11/13/2023
UNCLAIMED REWARDS DUE BACK TO COUNCIL	01/09/2024



## Your Role

- LOGIN AND CREATE YOUR AVATAR
  - SEND OUT THE PARENT/GUARDIAN EMAIL BLAST TO ALL GIRLS IN YOUR TROOP
    - MONITOR TROOP DASHBOARD FOR CHANGES IN GIRL ACTIVITY
  - REMIND PARENTS OF DEADLINE TO ENTER PAPER ORDER CARD ITEMS AND SELECT GIRL REWARDS
    - DEPOSIT ALL MONEY INTO THE TROOP BANK ACCOUNT BY 10/18/2023
    - PICK UP NUT DELIVERY FROM THE SERVICE UNIT PRODUCT CHAIR
      - SCHEDULE PARENT PICK UP OF NUTS/CHOCOLATES
    - PICK UP GIRL REWARDS FROM SERVICE UNIT PRODUCT CHAIR
      - SCHEDULE REWARDS DELIVERY TO GIRLS
- 

# Patches!

GIRLS EARN THE "ONLINE" PATCH WHEN THEY HAVE SOLD 30 ITEMS ONLINE

GIRLS EARN THE "100+" PATCH WITH MORE THAN 100 ONLINE ITEMS

GIRLS EARN THE "CARE TO SHARE" PATCH WITH 5 DONATED ITEMS

GIRLS EARN THE "SUPER SELLER MAGS" PATCH WHEN THEY REACH 10+ MAGAZINE ORDERS

TROOP LEADERS CAN PURCHASE THE RALLY PATCH IN THE SHOP FOR GIRLS WHO PARTICIPATE IN A SERVICE UNIT OR TROOP RALLY

RALLY PATCHES ARE \$1.00



TROOP PROCEEDS ARE AUTOMATICALLY CALCULATED BY THE M2 SYSTEM. TROOPS CAN VIEW THE TOTAL AMOUNT EARNED BY SELECTING THE BANKING AND PAYMENTS LINK FROM THEIR TROOP DASHBOARDS.

TROOP PROCEEDS ARE 17% OF TOTAL SALES.

OLDER GIRL TROOPS (CADETTEs, SENIORS AND AMBASSADORS) MAY ELECT TO OPT OUT OF REWARDS TO EARN AN ADDITIONAL 5%.

THIS IS A GIRL-LED DECISION—NOT AN ADULT DECISION.

HELP GIRLS COMPLETE THE SET OF THEME PATCHES THROUGH PARTICIPATION IN ALL SIDES OF THE PROGRAM

20+ EMAILS SENT / \$50 IN SALES / 3 MAGAZINE SALES



GIRLS CAN EARN THEIR PERSONALIZED AVATAR PATCH WHEN THEY SET UP THEIR DIGITAL FALL PRODUCT SITE, CREATE THEIR AVATAR, SEND 20+ UNIQUE EMAILS, USE THE "SHARE MY SITE" AND RECEIVE \$325 IN COMBINED SALES.



GIRLS CAN UPDATE THEIR AVATARS LOOK AND CLOTHING THROUGHOUT THE FALL PROGRAM. THIS HELPS THEM CUSTOMIZE THE STYLE THAT FITS THEM PERFECTLY!

TROOP LEADERS WILL EARN A CUSTOMIZED PATCH WHEN THE PARENT/GUARDIAN EMAIL BLAST IS SENT AND YOUR TROOP HAS REACHED \$600 IN TOTAL SALES.



# Cookie Crossover

THE PRODUCT PROGRAM CONSISTS OF TWO SEASONS. THE COOKIE SEASON AND THE FALL PRODUCT SEASON. THE COOKIE SEASON IS THE LARGEST MONEY EARNING ACTIVITY FOR YOUR TROOP. HOWEVER PARTICIPATION IN THE FALL PRODUCT PROGRAM INTRODUCES GIRLS SCOUTS TO THE 5 KEY BUSINESS SKILLS.

- GOAL SETTING
- DECISION MAKING
- MONEY MANAGEMENT
- PEOPLE SKILLS
- BUSINESS ETHICS

THE FALL PRODUCT PROGRAM TAKES PLACE AT THE BEGINNING OF THE GIRL SCOUT YEAR TO HELP PROVIDE FUNDING FOR THE TROOP TO HAVE A SUCCESSFUL YEAR. IT ALSO PREPARES GIRL SCOUTS AND PARENTS WITH ESSENTIAL ENTREPRENEURSHIP SKILLS FOR THE COOKIE PROGRAM.

TROOPS EARN 17% PROCEEDS ON TOTAL SALES. THE AVERAGE TROOP SALES IN 2022 WAS \$1600. 17% PROCEEDS ON \$1600 IS \$272.



TROOPS CAN USE PROCEEDS TO PURCHASE BADGES, FUN PATCHES, CAMP ESSENTIALS, CRAFT SUPPLIES, SNACKS FOR MEETINGS, UNIFORMS FOR GIRLS, COOKIE SEASON MATERIAL, TROOP OUTINGS AND ACTIVITIES AND MUCH, MUCH MORE.

PARTICIPATION IS EASY AND TROOPS HAVE SHOWN TO INCREASE CUSTOMER PARTICIPATION YEAR AFTER YEAR.

# Cookie Crossover



**TROOPS EARN AN EXTRA \$.03 DURING THE 2024 COOKIE PROGRAM WITH A TROOP PGA OF \$255 IN THE FALL PRODUCT PROGRAM AND A 50% GIRL PARTICIPATION RATIO.**

**A GIRL IS CONSIDERED PARTICIPATING WHEN THEY CREATE THEIR AVATAR AND SEND 10 EMAILS.**



**GIRLS WHO PARTICIPATE IN BOTH THE 2023 FALL PRODUCT PROGRAM AND THE 2024 COOKIE PROGRAM CAN EARN THEIR CUSTOMIZED COOKIE CROSSOVER PATCH BY:**

**CREATING HER AVATAR, USE THE "SHARE MY SITE" FUNCTION, SENDING 20+ EMAILS AND REACHING 325+ BOXES IN THE 2024 COOKIE PROGRAM.**

## 2023-2024 PROGRAM CROSSOVER REWARD



### EXPERIENCE



**SUNDAY 12-10-2023**

**CAMP ITI KANA 1:00 PM-4:00 PM**

## OWN YOUR magic



**GIRLS WHO PARTICIPATE IN THE FALL PRODUCT PROGRAM AND MEET THE CRITERIA WILL BE INVITED TO AN EXCLUSIVE VIP CROSSOVER EVENT BEING HELD AT CAMP ITI KANA. ATTENDEES WILL BE ENTERTAINED WITH A MAGIC SHOW AS WELL AS AN INTRODUCTION TO THE 2024 COOKIE ACTIVITIES AND REWARDS. THERE WILL ALSO BE A STATION TO RECORD A VIDEO AND TAKE PICTURES TO BE USED ON THEIR DIGITAL COOKIE PLATFORM.**

### TO EARN AN INITIATION GIRLS MUST:

**HAVE AN ACTIVE 2023-2024 GIRL MEMBERSHIP,  
CREATE THEIR AVATAR, SEND 20+ VALID EMAILS,  
RECEIVE A MINIMUM OF 5 DIGITAL ORDERS,  
AND 5 PAPER ORDERS**





# Getting Started

ON 9/1/2023 VOLUNTEERS WILL RECEIVE AN EMAIL INVITATION FROM M2 THAT EXPLAINS HOW TO ACCESS THE SITE AND GET STARTED. IF YOU HAVE NOT RECEIVED AN EMAIL INVITATION TO ACCESS THE M2 SITE BY 9/4/2023, PLEASE VISIT [WWW.GSNUTSANDMAGS.COM/ADMIN](http://WWW.GSNUTSANDMAGS.COM/ADMIN) AND SELECT "FORGOT PASSWORD". IF YOU NEED FURTHER ASSISTANCE CONTACT

**M2 CUSTOMER SERVICE 1-800-372-8520.**

- LOGIN AND CREATE YOUR AVATAR.
- YOUR ACCESS EMAIL WILL PROMPT YOU TO CREATE A PASSWORD TO ACCESS YOUR M2 VOLUNTEER ACCOUNT. IF YOU ARE A RETURNING USER, YOU CAN LOGIN USING YOUR EXISTING PASSWORD.
- YOU WILL BE PROMPTED TO COMPLETE SOME ACCOUNT INFORMATION AND WATCH A SHORT SYSTEM TRAINING VIDEO. ENTER A MAILING ADDRESS AND THEN PROCEED TO CREATE YOUR AVATAR.
- CHECK YOUR TROOP ROSTER! IF YOU DO NOT SEE A GIRL LISTED, EMAIL [JROTHERT@GSGMS.ORG](mailto:JROTHERT@GSGMS.ORG), SO HER MEMBERSHIP STATUS CAN BE CHECKED. GIRLS ARE UPLOADED THROUGHOUT THE PRODUCT SEASON AND NEWLY REGISTERED GIRLS WILL BE INCLUDED IN FUTURE UPLOADS.
- SET UP THE PARENT/GUARDIAN EMAIL BLAST TO ALL GIRLS IN YOUR TROOP. THE EMAILS WILL NOT SEND UNTIL 9/9/2023 BUT, THIS TELLS YOUR PARENTS THAT IT IS TIME FOR THEM TO HELP THEIR GIRL SCOUT SET UP HER ONLINE STORE.
- SHARE YOUR AVATAR WITH YOUR GIRL SCOUTS BEFORE THE SEASON STARTS. THIS WILL ALLOW GIRLS IN YOUR TROOP TO SEE YOUR VIRTUAL LIKENESS AND HELP GET THEM EXCITED TO CREATE THEIR OWN. YOU COULD HOLD A CONTEST TO SEE WHO GETS THEIR AVATAR CREATED FIRST. COME UP WITH IDEAS TO KEEP THEM UPDATING THEIR LOOK THROUGHOUT THE SEASON. WHEN YOUR TROOP REACHES \$600 IN SALES YOUR AVATAR WILL BE PRINTED ON THE VOLUNTEER PATCH.



First Name	Last Name	Email	Send in Spanish	Resend	Status	Delete
Alicia	True	altrue@alaska-gs.org	<input type="checkbox"/>	<input type="checkbox"/>	<span>📧</span>	<input type="checkbox"/>
Jennie	Smith	jsmith@m2magazine.com	<input type="checkbox"/>	<input type="checkbox"/>	<span>📧</span>	<input type="checkbox"/>
Cat	Arnold	carnd@m2magazine.com	<input type="checkbox"/>	<input type="checkbox"/>	<span>📧</span>	<input type="checkbox"/>



Girl Scouts of Alaska  
Paper Nuts and Online Magazines

Alicia True  
Troop Level

Change Role

Edit Avatar

Profile

Logout

TROOP LEADERS CAN SWITCH BETWEEN ROLES IN THE TOP RIGHT CORNER OF THEIR DASHBOARD.



# Getting Started



ON 9/1/2023 VOLUNTEERS WILL RECEIVE AN EMAIL INVITATION FROM M2 THAT EXPLAINS HOW TO ACCESS THE SITE AND GET STARTED.

- YOU CAN GO TO [WWW.GSNUTSANDMAGS.COM/ADMIN](http://WWW.GSNUTSANDMAGS.COM/ADMIN) AND SELECT "FORGOT PASSWORD".

OR

- SCAN THE QR CODE TO ACCESS THE WEBSITE. LEADERS USE THE PURPLE BOX TO LOG IN. GIRLS/CAREGIVERS USE THE PINK BOX.

Caregivers

Girl Scouts of Greater Mississippi

Leaders



## Girls and Parents/Adults

Already Registered?

**LOGIN**

New User?

**CREATE AN ACCOUNT**



## Troop Leaders or Volunteers

New and returning users

**VISIT ADMIN SITE**

## Welcome!

Thank you for participating with Girl Scouts. You're helping today's Girl Scouts make the world a better place.

- Create your avatar
- Earn rewards (your avatar can too!)
- Invite friends and family to visit your personalized site



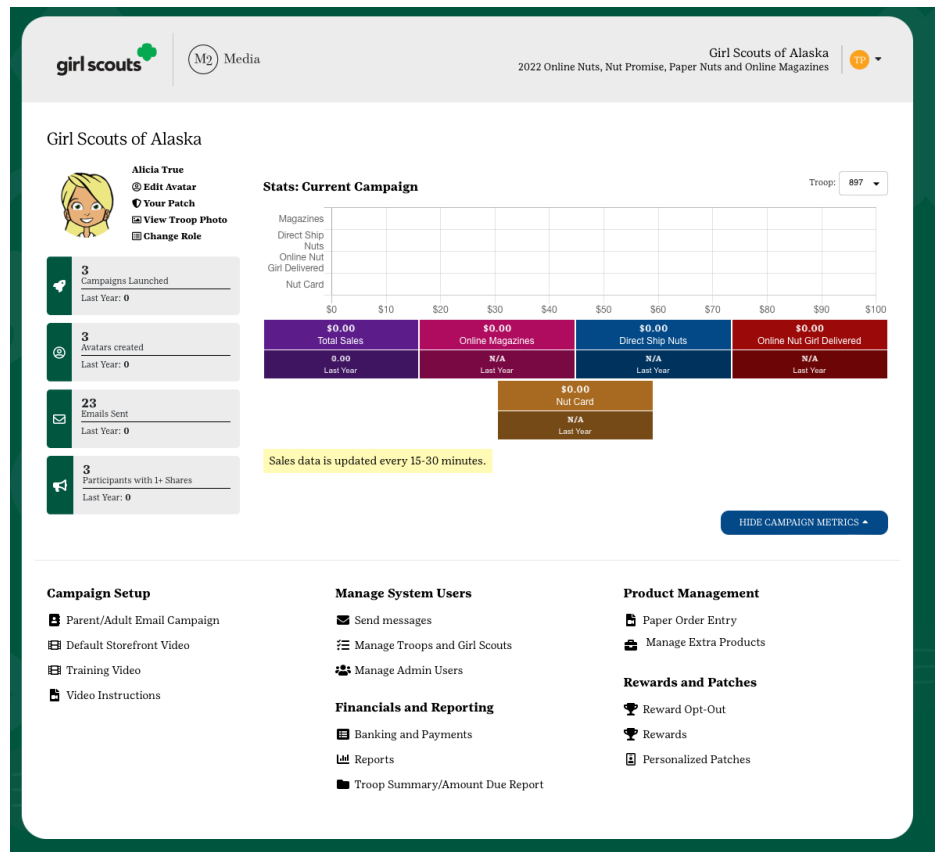
IF YOU NEED FURTHER ASSISTANCE CONTACT M2 CUSTOMER SERVICE 1-800-372-8520.



# What's Next

THIS IS YOUR TROOP DASHBOARD. FROM HERE YOU WILL MANAGE THE PROGRESS AND THE PARTICIPATION FOR GIRLS IN YOUR TROOP. YOU CAN CLICK ON ANY OF THE LINKS TO ACCESS THE DIFFERENT FUNCTIONS:

- SEND YOUR PARENT GUARDIAN EMAIL BLAST.
- REWATCH THE TRAINING VIDEO.
- SEND TARGETED MESSAGES TO COMMUNICATE WITH YOUR GIRL SCOUTS.
- MONITOR WHICH GIRLS HAVE “LAUNCHED” THEIR CAMPAIGN. CHECK YOUR SALES REPORTS.
- ENTER PAPER ORDERS SALES (AS NEEDED) FOR GIRL SCOUTS IN YOUR TROOP.
- CHECK AND MAKE NECESSARY REWARD SELECTIONS FOR GIRLS.
- PRINT DELIVERY TICKETS WHEN PRODUCTS AND REWARDS ARRIVE
- VIEW YOUR TROOP SUMMARY REPORT AND AMOUNT DUE TO COUNCIL.



# OWN YOUR magic







# What's Next

## Manage System Users

☑ Send Messages

☰ Manage Troops and Girl Scouts

👤 Manage Admin Users

## Financials and Reporting

📄 Banking and Payments

📊 Reports

📄 Troop Summary/Amount Due Report

- USE THE “SEND MESSAGE” OPTION TO COMMUNICATE WITH YOUR GIRL SCOUTS, PARENTS AND EVEN CUSTOMERS.
- SELECT THE GROUP TAB YOU WANT TO MESSAGE, THEN SELECT “TYPE”. WHEN YOU SELECT THE GROUP YOU WOULD LIKE TO MESSAGE AND PICK A SUBJECT THE M2 SYSTEM WILL PROVIDE YOU WITH A STANDARD TEXT OPTION THAT YOU CAN COPY AND PASTE OR YOU CAN COMPOSE YOUR OWN MESSAGE.
- YOU THIS FEATURE THROUGHOUT TO HELP COMMUNICATE AND MOTIVATE THE GIRLS AND PARENTS IN YOUR TROOP.

Show Quick Dashboard Links ▾



## Send Messages

Send messages to participants, volunteers, and members of this campaign.

Participants Not Launched

Participants Launched

Supporters

Troop Leaders

Service Unit Leaders

History

### ✉ Emails

VIEW EMAIL HISTORY

Type:

Participants Not Sent Parent and Guardian Blast ▾

Subject:

100 Characters Remaining.

**Tip:** Please contact your M2 sales representative for suggested copy.

Message:

10000 Characters Remaining.

**Tip:** Please contact your M2 sales representative for suggested copy.

SEND



# First Things First


## Campaign Setup

- Parent/Adult Email Campaign
- Default Storefront Video
- Training Video
- Video Instructions

THE FIRST STEP IN SETTING YOUR TROOP UP FOR SUCCESS IN THE FALL PRODUCT PROGRAM IS TO SEND YOUR PARENT/GUARDIAN EMAIL BLAST. THIS WILL NOTIFY ALL THE GIRLS/CAREGIVERS THAT IT IS TIME TO SET UP THEIR ONLINE STORE. YOU CAN ACCESS THIS FUNCTION FROM YOUR DASHBOARD UNDER THE HEADING CAMPAIGN SET UP.

EACH GIRL WILL HAVE ONE CAREGIVER IMPORTED INTO THE M2 SYSTEM. THIS INFORMATION COMES FROM OUR REGISTRATION DATABASE. VERIFY ALL EMAIL ADDRESS AND UPDATE AS NEEDED. YOU ALSO HAVE THE OPTION TO SEND THE EMAIL IN SPANISH.

THE STATUS COLUMN SHOWS THE PROGRESS AND ACTIONS OF THE EMAILS SENT. IF YOU GET AN EMAIL STATUS "BOUNCED" YOU CAN UPDATE THAT GIRL SCOUT WITH A NEW EMAIL ADDRESS AND RESEND THE EMAIL BLAST. USE THESE STATUS UPDATES TO HELP YOU CUSTOMIZE YOUR COMMUNICATION MESSAGES TO PARENTS.




M2 Media

Girl Scouts of Alaska  
2022 Online Nuts, Nut Promise, Paper Nuts and Online Magazines

TP

Show Quick Dashboard Links












Parent and Adult Email Campaign

Please add parent/adult email addresses in order for them to receive a link and instructions on how to participate.

Troop: 897

VIEW EMAIL

ADD CONTACTS

First Name	Last Name	Email	Send in Spanish	Resend	Status	Delete
Alicia	Truesdail	altruem2test+stagegirl@gr	<input type="checkbox"/>			
Jennie	Sorrell	jsorrell@m2mediagroup.cc	<input type="checkbox"/>			
Cat	Arnold	carold@m2mediagroup.o	<input type="checkbox"/>			

UPDATE

☐ Opened

☐ Didn't open

☐ Sent

☐ Delivered

☐ Bounced

☐ Queued for sending

Status Key

RETURN TO DASHBOARD



# First Things First

## CHECK YOUR TROOP ROSTER

FROM YOUR DASHBOARD SELECT THE OPTION TO “MANAGE TROOPS AND GIRLS”.

ALL GIRLS WITH A CURRENT 2023-2024 MEMBERSHIP REGISTRATION “SHOULD” BE IMPORTED INTO THE SYSTEM WHEN YOU LOG IN TO CHECK YOUR ROSTER.

+ Angelina Bryars	3854	622	107256729	Not Launched Nut Card Only	N/A
+ Norah Costello	3854	622	121232147	Launched	N/A
+ Kaycee Craig	3854	622	110171220	Not Launched	⚙

IF YOU FIND A GIRL IS MISSING, EMAIL THE GIRLS FIRST AND LAST NAME AND YOUR TROOP NUMBER TO [JROTHERT@GSGMS.ORG](mailto:JROTHERT@GSGMS.ORG). UPLOADS TO THE M2 SYSTEM ARE DONE ON TUESDAYS AND FRIDAY MORNINGS EACH WEEK THROUGHOUT THE PRODUCT PROGRAM. PAPER REGISTRATIONS TAKE TIME TO PROCESS SO ALLOW AT LEAST A WEEK IF YOU ARE TURNING IN A PAPER REGISTRATION FORM FOR A NEW GIRL SCOUT BEFORE YOU SEE HER IN YOUR TROOP ROSTER IN M2.

YOU WILL ALSO USE THIS FUNCTION TO MANGE YOUR TROOPS ACTIVITY THROUGHOUT THE PROGRAM.

EACH GIRL IS LISTED AND YOU CAN SEE UNDER THAT STATUS COLUMN THEIR PROGRESS WITH SETTING UP THEIR ONLINE STORE:

- NOT LAUNCHED = THIS GIRL SCOUT HAS NOT SET UP HER ONLINE STORE
- LAUNCHED = THIS GIRL SET UP HER ONLINE STORE
- NOT LAUNCHED NUT CARD ONLY = DID NOT SET UP ONLINE STORE BUT RECEIVED ORDERS AND ENTERED THEM ON THE PAPER ORDER ENTRY SCREEN

YOU CAN CLICK ON THE “+” NEXT TO THE GIRLS NAME TO SEE HER SALES PROGRESS..

Click the "+" menu to access additional features and view more information.

Girl Scout Name	Troop #	Serv
✕ Taylor Banes	3854	
👤 View Participant	3854	
📊 View Sales Report	3854	
+ Norah Costello	3854	

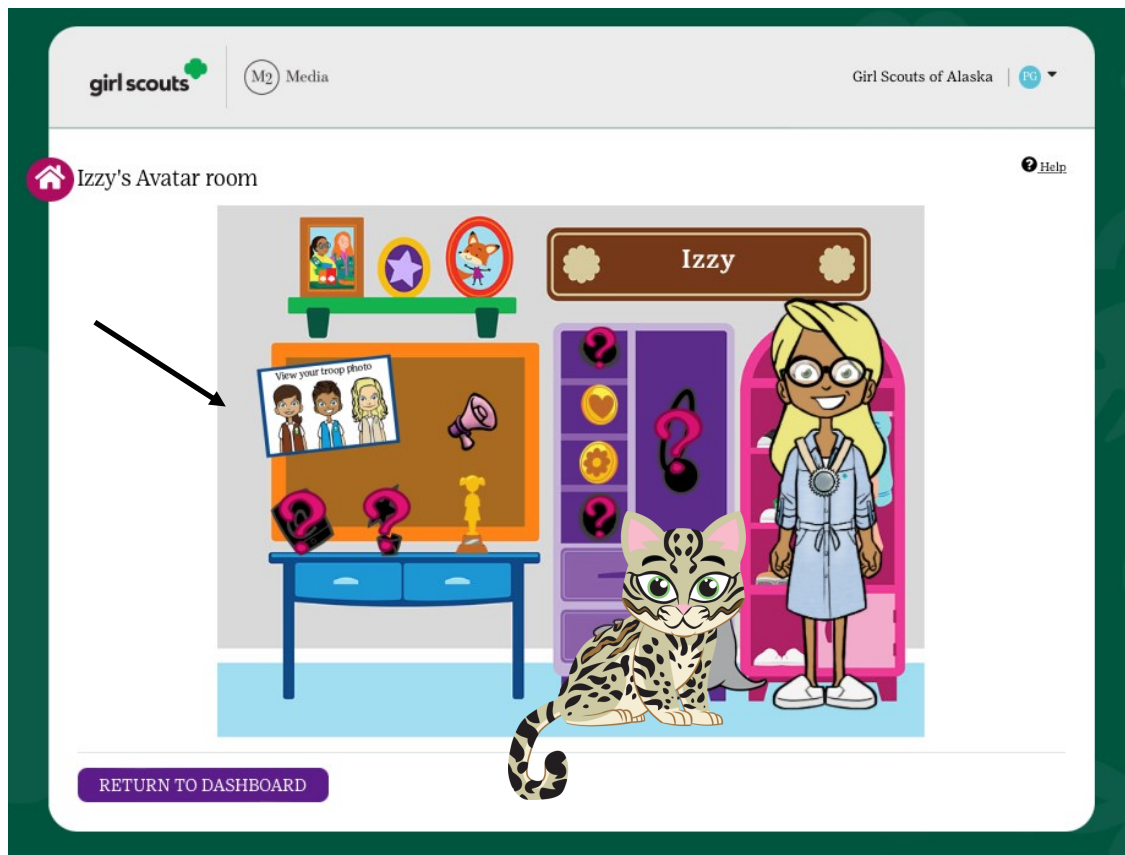
CLICKING VIEW SALES REPORT IN THE POP UP WINDOW WILL TAKE YOU TO THE REPORTS SCREEN WHERE YOU CAN SEE A BREAKDOWN OF HER SALES PROGRESS AND ORDERS.





# Extras

**AS THE PROGRAM CONTINUES, ENCOURAGE GIRLS TO EXPLORE THEIR AVATAR ROOM, CHECK OUT THE VIRTUAL REWARDS, AND CHECK OUT THE TROOP PHOTO.**



**IN ADDITION TO EARNING PHYSICAL REWARDS GIRL CAN EARN VIRTUAL ACHIEVEMENTS. THESE WILL BE DISPLAYED IN HER AVATAR ROOM. BEFORE THE GIRL SCOUTS EARNS THE VIRTUAL REWARD THERE WILL BE A QUESTION MARK OVER THE ICON. WHEN SHE EARNS IT THE ICON WILL BECOME COLORFUL. SHE CAN HOVER OVER ANY OF THE ICONS TO DISPLAY WHAT THE REWARD IS AND HOW SHE CAN EARN THEM.**

**GIRLS CAN REVISIT THEIR DASHBOARD TO COMPLETE STEPS TO EARN SOME OF THE VIRTUAL REWARDS.**

**SHE CAN ALSO CUSTOMIZE HER AVATAR AT ANY TIME DURING THE PROGRAM TO DECIDE WHAT IMAGE SHE WANTS ON HER PERSONALIZED PATCH.**







# Extras

**Personalized Patch**

Enter or verify your address below. Your personalized patch, if earned, will be mailed to this address. If you would like to update your avatar, you can do that after confirming your address.

**Patch Preview**  
See your current selections.

Name on Patch  
First Name

What will appear on your patch?  
✓ Your avatar with a paddleboard  
Your avatar in a wetsuit with a paddleboard  
Your avatar in a rash guard with a paddleboard  
Your avatar with snorkel gear  
Your avatar in a wetsuit with snorkel gear  
Your avatar in a rash guard with snorkel gear

For best delivery use parent / guardian name.

First Name: Ali  
Last Name: True  
Address Line 1: 912 Main Street  
Address Line 2:  
City: Raleigh  
State: NC  
Zip: 27613-5481

**Update Izzy's Avatar**

**Build Your Avatar**  
Create an avatar that reflects your personality! Creating an avatar will let you earn virtual rewards as you complete the activities and let you into your avatar's room to see your rewards. Get started and earn your first reward!  
Check out the new uniform and official apparel options that will be available in select council stores and online at [girlscoutshop.com](https://girlscoutshop.com).

To see all choices for your avatar, see the arrows in the avatar software below.

**Face**  
Skin Tone  
Eyes  
Eye Color  
Face / Masks  
Hair  
Body  
Clothing

**Add Your Avatar's Voice**  
Include your own personalized message by recording an audio file and uploading it to the web site. For help, including a sample script, consult the [audio guide](#).  
Unfortunately, your browser does not support our "Record Now" feature. Currently, live audio recording is supported by the Firefox and Google Chrome browsers. To provide audio for your Avatar, you will need to upload an audio file. iOS users can select "Take Photo or Video" when uploading a file to use their video camera to record an audio message.  
RECORD AN AUDIO FILE  
I do not want to record a voice  
Preview how your avatar will sound on your own personalized Talking Avatar landing page!  
PLAYBACK

**THE FALL PRODUCT PROGRAM IS DESIGNED FOR THE GIRL SCOUT AND HER CAREGIVER TO HANDLE MOST OF THE FINANCIAL LITERACY PROGRAM THEMSELVES, PUTTING THE GIRL SCOUT FRONT AND CENTER OF HER BUSINESS.**

## Important Date Reminders

**COLLECT ALL MONEY FOR NON-DIGITAL ORDERS BY 10/16/2023. IF A GIRL SCOUT DOES NOT TURN IN MONEY FROM HER PAPER ORDER CARD ORDERS, DELETE THE ITEMS FROM THE PAPER ORDER ENTRY SCREEN. ALL ORDERS ARE PAID FOR UP FRONT. IF THEY ARE NOT USING THE DIGITAL PLATFORM TO ORDER, THE GIRL SCOUT MUST TURN IN MONEY EQUIVALENT TO WHAT IS ENTERED ON THE PAPER ORDER ENTRY SCREEN.**

**DEPOSIT ALL MONEY INTO THE TROOP BANK ACCOUNT BY 10/18/2023.**

**THE AUTOMATIC ACH WITHDRAWAL WILL BE ON MONDAY 10/23/2023.**



# Product and Reward Delivery



- ALL ITEMS ARE SHIPPED DIRECTLY TO THE SERVICE UNIT PRODUCT CHAIR. THEY WILL SEPARATE THE ITEMS BY TROOP. YOU WILL NEED TO BE PROMPT IN YOUR PICK UP OF YOUR TROOP ORDER. IT IS IMPORTANT THAT THE DELIVERY OF ALL PRODUCTS AND REWARDS HAPPENS IN AN EFFICIENT AND EFFECTIVE TIMEFRAME.
- FROM YOUR DASHBOARD YOU CAN CLICK ON DELIVERY TICKETS. YOU HAVE THE OPTION TO PRINT OUT DELIVERY TICKETS FOR PRODUCTS OR REWARDS.
- DELIVERY TICKETS CAN BE PRINTED AS A TOTAL FOR THE TROOP AND BY GIRL. YOU WILL USE BOTH.
- PRINT YOUR DELIVERY TICKET FOR YOUR TROOP AND BRING WITH YOU TO PICK UP PRODUCTS OR REWARDS FROM YOUR SERVICE UNIT.
- ENSURE THE TICKET RECEIVED BY YOUR SERVICE UNIT MATCHES THE DELIVERY TICKET YOU PRINTED FOR YOUR TROOP. VERIFY THE COUNT OF EACH ITEM AND SIGN A COPY OF THE DELIVERY TICKET. LEAVE TICKET WITH YOUR SERVICE UNIT. IT IS ESSENTIAL YOU COUNT AND VERIFY ALL ITEMS RECEIVED.



## Delivery Tickets

Select your options and print your delivery tickets below:



### Product Delivery Tickets

Print Delivery tickets for products

#### Troop Tickets By Troop

Troop

Choose...

☐ Include Financials

 CREATE TICKET



# Product and Reward Delivery



## Delivery Tickets

Select your options and print your delivery tickets below:



### Product Delivery Tickets

Print Delivery tickets for products

#### Girl Scout Tickets

Troop

897

Girl Scout

All

All

Celeste Morgan

Juliette Morgan

Court M2Test Rangel

☐ Include Financials

CREATE TICKET

- PRINT OUT DELIVERY TICKETS FOR GIRLS FROM YOUR DASHBOARD. YOU CAN PRINT THEM OUT ALL AT ONE TIME, OR FOR A SPECIFIC GIRL.
- ENSURE THE PARENTS COUNT ALL OF THE ITEMS TO BE PICKED UP AND SIGN A COPY OF THE DELIVERY TICKET.
- IN THE EVENT A PARENT GETS HOME AND BEGINS SORTING ORDERS AND CONTACTS YOU TO INFORM YOU THEY DO NOT HAVE ENOUGH PRODUCT TO FILL ALL OF THE ORDERS, VERIFY THAT THEY COUNTED AND SIGNED THE DELIVERY TICKET WHEN PICKING UP THE ITEMS. IF YOUR TROOP ORDER WAS NOT SHORT FROM THE SERVICE UNIT DELIVERY THEN YOU RECEIVED ALL OF THE PRODUCT THAT WAS ORDERED FOR YOUR TROOP. ( IN MOST CASES, THE MISSING ITEMS WERE NEVER ACTUALLY ORDERED, BUT A MISCOUNT OF ITEMS NEEDED WAS ENTERED.) NEITHER THE SERVICE UNIT NOR THE COUNCIL HAVE EXTRA PRODUCT.



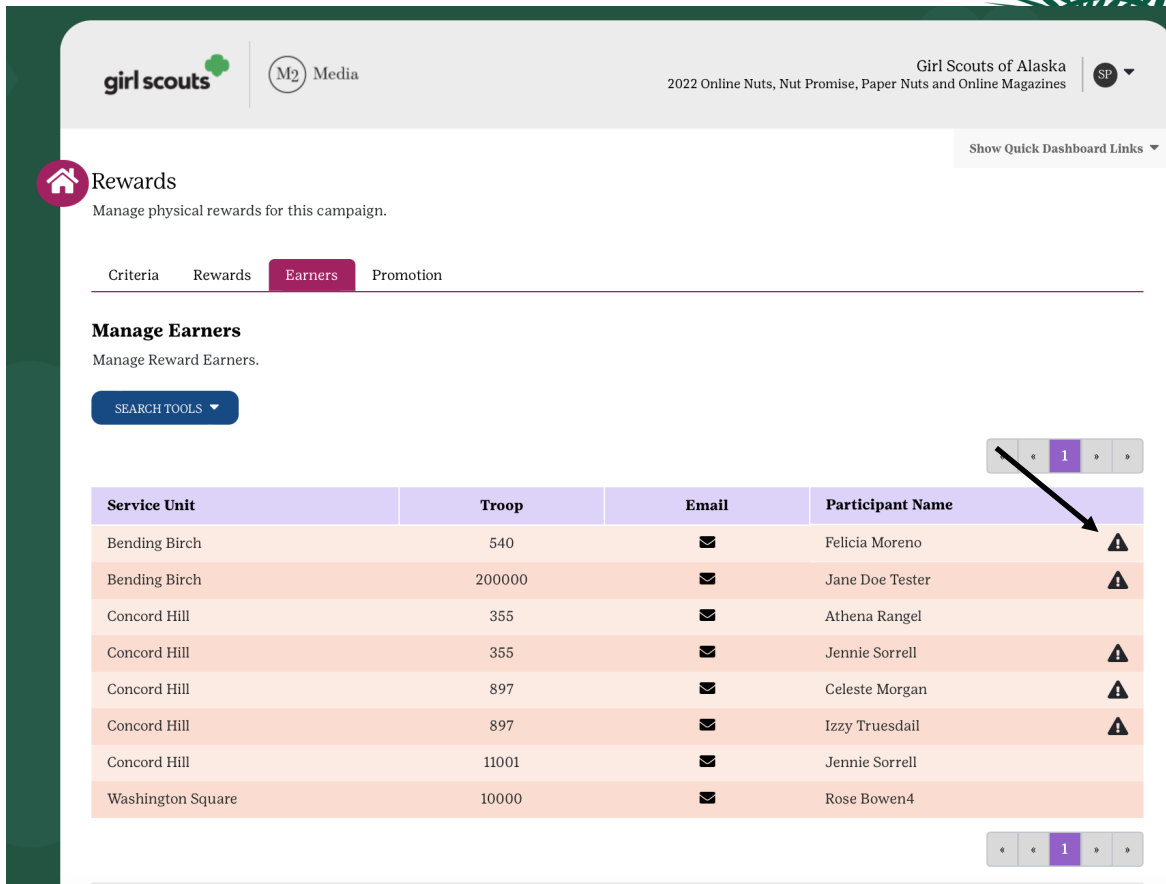
OWN  
YOUR **magic**

# Reward Information

THE FALL PRODUCT PROGRAM ENDS ON 10/15/2023. GIRLS HAVE UNTIL 10/19/2023 TO FINALIZE THEIR REWARDS SELECTIONS. REWARDS ARE AUTOMATICALLY CALCULATED AND REWARDED BASED OFF OF THE TOTAL COMBINED SALES LEVELS. GIRLS ARE ONLY REQUIRED TO MAKE A SELECTION AT LEVELS THAT OFFER A CHOICE. AS A TROOP LEADER YOU HAVE THE ABILITY TO SELECT A REWARD CHOICE FOR THEM, BUT YOU MUST MAKE THE SELECTION BY 10/17/2023.

USE THE “REWARDS” OPTION FROM YOUR DASHBOARD TO CHECK AND SEE IF YOU HAVE GIRLS IN YOUR TROOP THAT NEED TO MAKE A REWARD SELECTIONS. ON THE RIGHT SIDE OF THE SCREEN YOU WILL NOTICE AN ACTION REQUIRED ICON. THIS WILL INFORM YOU THAT GIRL SCOUT NEEDS TO MAKE A SELECTION.

ON 10/18/2023 YOU WILL NO LONGER HAVE THE ABILITY TO MAKE THE SELECTION, BUT THE GIRL SCOUT OR CAREGIVER HAVE UNTIL 10/19/2023. IF THE SELECTION IS NOT COMPLETE THE COUNCIL REPRESENTATIVE WILL MAKE THE SELECTION FOR THE GIRL SCOUT, UTILIZE THE MESSAGE OPTION IN M2 TO REMIND YOUR GIRL SCOUTS TO MAKE SELECTIONS FOR THE REWARDS THEY EARNED WITH CHOICES.



The screenshot displays the 'Rewards' section of the Girl Scouts of Alaska dashboard. The page header includes the Girl Scouts logo, M2 Media, and the text 'Girl Scouts of Alaska 2022 Online Nuts, Nut Promise, Paper Nuts and Online Magazines'. The 'Rewards' section is active, showing a table of reward earners. The table has four columns: Service Unit, Troop, Email, and Participant Name. An arrow points to a warning icon in the first row. The page is decorated with a green border and a cartoon cat illustration.

Service Unit	Troop	Email	Participant Name
Bending Birch	540	✉	Felicia Moreno
Bending Birch	200000	✉	Jane Doe Tester
Concord Hill	355	✉	Athena Rangel
Concord Hill	355	✉	Jennie Sorrell
Concord Hill	897	✉	Celeste Morgan
Concord Hill	897	✉	Izzy Truesdail
Concord Hill	11001	✉	Jennie Sorrell
Washington Square	10000	✉	Rose Bowen4



# Reward Information

REWARDS ARE AUTOMATICALLY CALCULATED IN THE M2 SYSTEM AND WILL BE VISIBLE TO GIRLS. GIRLS MUST CHOOSE WHEN TWO ITEMS ARE OFFERED. IF A GIRL DOES NOT MAKE A CHOICE BY 10/19/2023, THE COUNCIL REPRESENTATIVE MUST MAKE A SELECTION FOR THE GIRL. IN THE EVENT THE COUNCIL HAS TO MAKE THE SELECTION, THE ITEM WILL NOT BE ABLE TO BE EXCHANGED IF IT IS NOT THE PREFERENCE OF THE GIRL. REWARDS WILL BE DELIVERED VIA UPS STARTING THE WEEK OF 11/13/2023 TO THE SERVICE UNIT PRODUCT CHAIR ADDRESS LISTED IN M2.

THE GIRLS WILL HAVE A REWARD CHOICE AT LEVEL \$325, \$800 AND \$1500.

\$325

SMALL PLUSH OR SOCKS



\$800

LARGE PLUSH OR BLUETOOTH TOWER SPEAKER



\$1500

TRAVEL BAG OR WELLE WISHER AG DOLL



YOU CAN LOG INTO [WWW.GSNUTSANDMAGS.COM/GSGMS](http://WWW.GSNUTSANDMAGS.COM/GSGMS) AND CLICK **GIRL DELIVERY TICKETS** FROM THE DASHBOARD MENU OR CHOOSE THE **REPORTS** LINK TO GET THE INFORMATION YOU NEED TO SORT AND PACK REWARDS FOR YOUR GIRLS.



- GIRLS EARN NUTTE MONEY AS A REWARD WHEN THEY REACH KEY LEVELS IN THE FALL PRODUCT PROGRAM.
- NUTTE MONEY LEVELS ARE \$425, \$700 AND \$950.
- NUTTE MONEY IS TRACKED BY THE COUNCIL USING A GOOGLE SPREADSHEET. GIRLS CAN USE NUTTE MONEY IN THE COUNCIL SHOPS, TO REGISTER FOR COUNCIL EVENTS AND IN THE CAMP TRADING POST (IF OPEN). WHEN A GIRL USES HER NUTTE MONEY THE SPREADSHEET IS UPDATED BY THE STAFF TO RECORD HOW AND WHEN THE NUTTE MONEY WAS APPLIED.
- TROOP LEADERS CAN REFERENCE THE REWARD SECTION OF M2 FOR A LIST OF GIRLS WHO EARNED NUTTE MONEY AND CONTACT THE COUNCIL OFFICE THROUGHOUT THE MEMBERSHIP YEAR FOR UPDATES ON GIRL BALANCES.
- PARENTS CAN CALL THE COUNCIL OFFICE TO CHECK THEIR GIRLS SCOUTS NUTTE MONEY BALANCE.
- NUTTE MONEY IS AVAILABLE FROM 10/1/2023–3/31/2024.
- UNUSED NUTTE MONEY EXPIRES AND IS NOT CARRIED OVER.



# Final Steps

PARENTS AND TROOP LEADERS ENTER PAPER ORDER SALES THE SAME WAY. FROM YOUR DASHBOARD SELECT PAPER ORDER ENTRY. GIRLS/CAREGIVERS ENTERING THEIR OWN ORDER WILL BE TAKEN DIRECTLY TO THE PAGE. AS A TROOP LEADER YOU WILL SEE A LIST OF GIRLS. CLICK ON THE GIRL WHOSE ORDER YOU WANT TO ENTER. A POP UP WINDOW WILL OPEN AND YOU CAN ENTER THE TOTAL NUMBER OF EACH ITEM FOR EACH GIRL SCOUT. THESE ITEMS ARE LISTED BY OVERALL TOTALS, NOT INDIVIDUAL ORDERS. IF SHE HAD 20 CUSTOMERS ORDER ON HER ORDER CARD, ALL OF THE ITEMS ARE ENTERED AS ONE TOTAL SUM PER ITEM.

AS A TROOP LEADER YOU CAN ALSO VERIFY ANY PAPER ORDER ENTRIES COMPLETED BY THE CAREGIVER BY CHECKING THE REPORTS TAB ON YOUR DASHBOARD. SELECT "NUT CARD ENTRY" YOU WILL SEE A LIST OF ALL GIRLS AND THEIR TOTALS. TO CHECK THE INDIVIDUAL ITEMS ENTERED, YOU CAN CLICK HER NAME AND VIEW HER PAPER ORDER ENTRY.



**2 Paper Order Results:**  
Click the "+" menu to access additional features and edit the Girl Scout's paper orders. If you don't see a particular girl below, go to the ["Manage Troops & Girl Scouts"](#) section to add her.

Girl Scout	GSUSA Number	Email
+ Taylor Banes	120903314	✉
+ Katie Blackard	107260702	✉
+ Angelina Bryars	107256729	✉
+ Norah Co		
+ Kaycee C		
+ Emery D		
+ Georgia I		
+ Megan I		
+ Madison Jones	112356117	
+ Amelia M	107484440	

**Girl Scout**  
+ Taylor Banes  
✕ Katie Blackard  
📄 View Paper Order

**Girl Scout Info**  
Troop: 3854  
Participant: Blackard, Katie  
GSUSA ID: 107260702

**Nut Orders**

	Product	Price	Qty	Total
A	Mint Treasures - Girl Scout Memory Tin	\$10.00	0	\$0.00
B	Deluxe Pecan Clusters - Mitten Holiday Tin	\$10.00	0	\$0.00
C	Honey Roasted Mixed Nuts with Peanuts	\$10.00	0	\$0.00
D	Whole Cashews with Sea Salt	\$8.00	0	\$0.00
E	Chocolate Covered Almonds	\$8.00	0	\$0.00
F	Dark Chocolate Caramel Caps with Sea Salt	\$8.00	0	\$0.00
G	Deluxe Pecan Clusters	\$7.00	0	\$0.00
H	Peanut Butter Bears	\$7.00	0	\$0.00
I	English Butter Toffee	\$7.00	0	\$0.00
J	Chocolate Covered Raisins	\$7.00	0	\$0.00
K	Peanut Butter Trail Mix	\$7.00	0	\$0.00
L	Butter Toasted Peanuts	\$7.00	0	\$0.00
M	Cranberry Nut Mix	\$6.00	0	\$0.00
N	Hot Cajun Crunch Mix	\$6.00	0	\$0.00
O	Fruit Slices	\$6.00	1	\$6.00
P	Sweet & Salty Mix	\$6.00	1	\$6.00
Q	Military Nut Donation	\$6.00	0	\$0.00
<b>Total Sales</b>				<b>\$12.00</b>





# Final Steps

THE PROGRAM ENDS 10/15/2023 AND YOU HAVE UNTIL TUESDAY 10/17/2023 TO VERIFY ANY PAPER ORDER ENTRIES. A GIRL/CAREGIVER HAS THE ABILITY TO MANUALLY ENTER HER NON DIGITAL IN PERSON ORDERS FROM HER DASHBOARD. THESE ORDERS NEED TO BE BALANCED BY THE AMOUNT OF MONEY TURNED IN TO THE TROOP FROM THAT GIRL. ANY ORDER PLACED IN THE PAPER ORDER ENTRY SECTION OF HER DIGITAL PLATFORM MUST HAVE MONEY TURNED IN .

A GIRL/CAREGIVER SHOULD NOT ENTER ONLINE GIRL DELIVERED ORDERS INTO THE PAPER ORDER SECTION OF HER SITE.

ALL ONLINE ORDERS ARE AUTOMATICALLY ADDED TO THE TROOP TOTAL AND PAID FOR ONLINE. YOU CAN CHECK YOUR TROOP SUMMARY REPORT TO SEE A RECAP OF YOUR TROOP PARTICIPATION AND SALES.

FROM THE DASHBOARD CLICK “TROOP SUMMARY/AMOUNT DUE REPORT”.



The screenshot displays the 'Troop Summary Report' for Troop 6512. The report is organized into several sections, each with a table of financial data. The 'Total Sales' section shows a 'Balance Due Council' of \$0.00. Other sections include 'Online Magazine Sales', 'Direct Shipped Sales', 'Nut Card Sales', and 'Online Nuts Girl Delivered', all showing zero units and sales. A 'Campaign Stats' table on the right lists various activities like 'Girls Selling', 'Avatars Created', and 'Photos Uploaded', all with zero counts.

Total Sales	
Total \$ Sold	\$0.00
Collected Online	\$0.00
Collected from Customers	\$0.00
Total Troop Extras	\$0.00
Troop Proceeds and Bonuses	\$0.00
Amount Due Council	\$0.00
Payments Made to Council	\$0.00
<b>Balance Due Council</b>	<b>\$0.00</b>

Online Magazine Sales	
Magazine Units	0
Total Sales Collected Online	\$0.00
Proceeds And Bonuses	\$0.00

Direct Shipped Sales	
Direct Shipped Units	0
Total Sales Collected Online	\$0.00
Proceeds And Bonuses	\$0.00

Nut Card Sales	
Nut Card Units	0
Total Collected from Customer	\$0.00
Proceeds And Bonuses	\$0.00

Online Nuts Girl Delivered	
Online Nuts Girl Delivered Units	0
Total Sales Collected from Customer	\$0.00
Proceeds And Bonuses	\$0.00

Campaign Stats	
Girls Selling	0
Avatars Created	0
Photos Uploaded	0
Voice Recordings	0
Total Personalized Patches Earned	0
Number Emails Sent	0
Per-Girl-Average Units	0
Per-Girl-Average Dollars	\$0.00
Reward Opt Out	No

THIS REPORT REFLECTS THE TOTAL AMOUNT SOLD FOR THE TROOP

THE AMOUNT SOLD ONLINE

THE AMOUNT SOLD THROUGH PAPER ORDER CARDS

THE TROOP PROCEEDS

THE AMOUNT COLLECTED ONLINE

BALANCE DUE TO THE COUNCIL.

IT ALSO SHOWS YOU THE GIRL PGA NUMBER. A MINIMUM OF \$255 WITH A 50% GIRL PARTICIPATION IS NEEDED TO RECEIVE THE EXTRA \$.03 IN THE 2024 COOKIE PROGRAM.

TROOP PROCEEDS ARE LEFT IN YOUR ACCOUNT AFTER THE “BALANCE DUE COUNCIL” HAS BEEN WITHDRAWN FROM THE TROOP BANK ACCOUNT ON 10/23/2023.

IF THE “BALANCE DUE COUNCIL” IS A NEGATIVE NUMBER, THAT AMOUNT WILL BE DEPOSITED INTO THE TROOP BANK ACCOUNT AS PART OF YOUR TROOP PROCEEDS.



OWN YOUR  
magic





# Training

THERE WILL BE A VIRTUAL TROOP LEADER TRAINING SESSION HELD AT 6:30 ON 9/5/2023 AND 9/7/2023. THE TWO DATES OFFER THE SAME TRAINING. YOU CAN SELECT THE SESSION THAT WORKS FOR YOU. YOU MUST REGISTER @GSGMS.ORG/EVENTS TO RECEIVE THE LINK TO JOIN.

THIS TRAINING WILL FOCUS ON THE M2 SYSTEM:

HOW TO ENTER GIRL ORDERS

HOW TO PULL REPORTS

HOW TO CHECK GIRL DELIVERIES

HOW TO SELECT REWARDS

HOW TO COMMUNICATE WITH PARENTS



## Caregiver Information Session

9/12/2023 @ 6:30 PM

PARENTS MAY HAVE QUESTIONS ABOUT THE PROGRAM. THEY CAN JOIN THIS VIRTUAL QUESTION AND ANSWER SESSION WITH A WALKTHROUGH OF HOW TO SET UP THE GIRLS SITE AND CHECK FOR ORDERS. THEY MUST REGISTER TO RECEIVE THE LINK TO JOIN ON OUR WEBSITE AT [WWW.GSGMS.ORG/EVENTS](http://WWW.GSGMS.ORG/EVENTS).



## Troop Banking and Payment Collection Information

- TROOPS MUST HAVE A GSGMS APPROVED BANK ACCOUNT.
- PAYMENT (CASH, CHECK OR ELECTRONIC) IS COLLECTED FROM CUSTOMERS AT THE TIME OF THE ORDER.
- CHECKS SHOULD BE MADE PAYABLE TO THE PARENT AND THEN DEPOSITED INTO THEIR ACCOUNT TO CLEAR.
- ACH WITHDRAWAL WILL TAKE PLACE ON 10/23/2023 FOR THE AMOUNT OWED TO THE COUNCIL. PROCEEDS WILL BE LEFT IN THE ACCOUNT.
- IF A GIRL DOES NOT TURN IN MONEY FOR HER ORDER BY 10/17/2023. DO NOT PLACE HER PAPER ORDER. CONTACT HER PARENT/GUARDIAN, YOUR MEMBERSHIP SPECIALIST AND DOCUMENT THE SITUATION.
- ONLINE SALES ARE AUTOMATICALLY CALCULATED FROM THE AMOUNT DUE TO COUNCIL. IF THE AMOUNT DUE TO THE COUNCIL IS LESS THAT THE TOTAL COLLECTED THROUGH DIGITAL ORDERS MINUS PROCEEDS, ANY DIFFERENCE IN PROCEEDS WILL BE DEPOSITED DIRECTLY INTO THE TROOPS ACCOUNT BY 11/1/2023.
- TO LOCATE YOUR TROOP BALANCE DUE TO COUNCIL:  
CLICK BANKING AND PAYMENTS FROM YOUR TROOP DASHBOARD OR DOWNLOAD THE TROOP ORDERS REPORT.



# Training

THERE ARE SHORT TOPIC SPECIFIC VIDEOS AVAILABLE TO GUIDE YOU THROUGH THE FALL PRODUCT PROGRAM. VIDEOS ARE AVAILABLE ON A TROOP LEADER LEVEL, AS WELL AS FOR A GIRL/CAREGIVER  
CLICK ON THE LINK TO ACCESS ANY OF THE FALL PRODUCT TRAINING VIDEOS

## Troop Leaders

[HTTPS://YOUTU.BE/-EWFB-YUER4](https://youtu.be/-EWFB-YUER4) REWARD EARNERS  
[HTTPS://YOUTU.BE/XTSG3EASQFO](https://youtu.be/XTSG3EASQFO) PERSONALIZED PATCH  
[HTTPS://YOUTU.BE/BPGPCINBORS](https://youtu.be/BPGPCINBORS) TROOP REPORTS  
[HTTPS://YOUTU.BE/6JP9IC2XIQO](https://youtu.be/6JP9IC2XIQO) TROOP FINANCIALS  
[HTTPS://YOUTU.BE/YGGYLUMSQQU](https://youtu.be/YGGYLUMSQQU) PARENT ADULT CAMPAIGN  
[HTTPS://YOUTU.BE/QXL1\\_B7JB08](https://youtu.be/QXL1_B7JB08) ENTERING PAPER ORDERS  
[HTTPS://YOUTU.BE/GEG00UDNIFK](https://youtu.be/GEG00UDNIFK) TROOP DELIVERY TICKETS

## Girls/ Caregivers

[HTTPS://YOUTU.BE/SKOPA2U9XOY](https://youtu.be/SKOPA2U9XOY) SITE SET UP  
[HTTPS://YOUTU.BE/GGQR6AMJEXW](https://youtu.be/GGQR6AMJEXW) CREATING YOUR AVATAR  
[HTTPS://YOUTU.BE/OSSAQLYFR8G](https://youtu.be/OSSAQLYFR8G) SHARE MY SITE  
[HTTPS://YOUTU.BE/QNQGBR1QKW8](https://youtu.be/QNQGBR1QKW8) SENDING EMAILS  
[HTTPS://YOUTU.BE/LXT5R8NKHpg](https://youtu.be/LXT5R8NKHpg) RECORDING VOICE  
[HTTPS://YOUTU.BE/N3LLXPRL00I](https://youtu.be/N3LLXPRL00I) PERSONALIZED PATCH  
[HTTPS://YOUTU.BE/KOVFQJ9MJXU](https://youtu.be/KOVFQJ9MJXU) ORDER CARD ENTRY



SCAN THE QR CODE FOR COMPLETE ACCESS TO ALL  
THE TRAINING VIDEOS

YOU CAN ALSO ACCESS THE

TRAINING VIDEOS BY CLICKING THE PLAYLIST LINKS.

FOR TROOP LEADERS

[HTTPS://WWW.YOUTUBE.COM/PLAYLIST?LIST=PL-4PKBVKHB267HXBu9ZWau\\_S8GXRQ7ATP](https://www.youtube.com/playlist?list=PL-4PKBVKHB267HXBu9ZWau_S8GXRQ7ATP)

FOR GIRLS/CAREGIVERS



# Social Media Guidelines

GSUSA HAS DIFFERENT STANDARDS FOR THE USE OF SOCIAL MEDIA BETWEEN THE FALL PRODUCT PROGRAM AND THE GIRL SCOUT COOKIE PROGRAM. GIRLS MAY NOT USE SOCIAL MEDIA TO SHARE THEIR FALL PROGRAM SALES LINKS **BEYOND FRIENDS AND FAMILY**.

THESE GUIDELINES ARE IMPLEMENTED TO MAINTAIN THE INTEGRITY AND CONSISTENCY OF THE PRODUCT PROGRAM AS A WHOLE. ONLINE MARKETING AND SALES EFFORTS FOR THE FALL PROGRAM SHOULD BE **LIMITED TO FRIENDS AND FAMILY ONLY** AND **NOT PROMOTED ON PUBLIC FACING WEB SITES**. THERE ARE THREE FUNDAMENTAL REASONS FOR THIS:

## THE FOUNDATIONAL GIRL SCOUT EXPERIENCE:

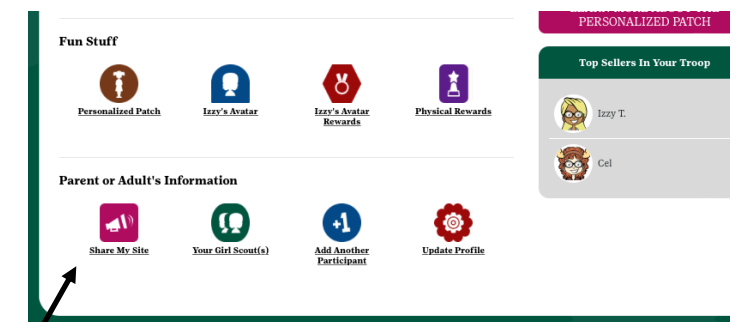
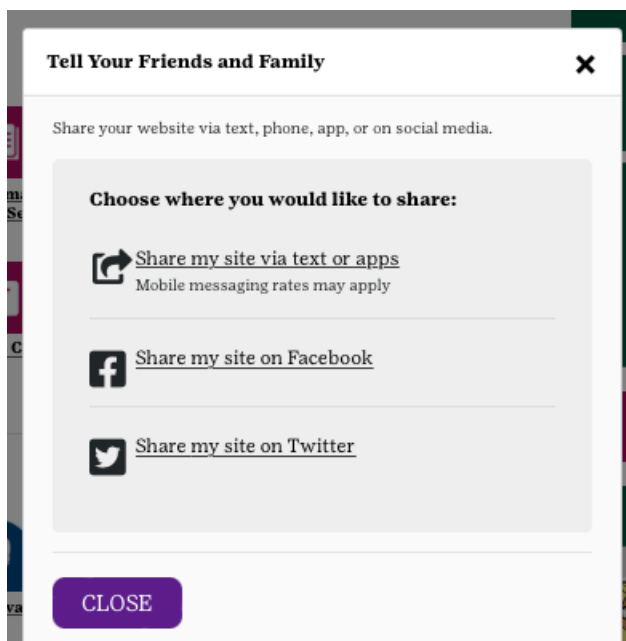
WHILE THE FALL PROGRAM IS IMPORTANT TO TROOPS TO MEET THEIR GOALS, IF GIRLS ARE ENGAGING LARGE AMOUNTS OF MEDIA IN THE FALL PROGRAM AND COOKIE PROGRAM, IT LEAVES LITTLE ROOM FOR OUTDOOR, STEM, LIFE SKILLS AND OTHER ENTREPRENEURIAL EXPERIENCES.

## PRESS AND PUBLIC PERCEPTION:

THE GIRL SCOUT COOKIE PROGRAM IS THE FOUNDATION OF OUR ENTREPRENEURSHIP PILLAR AND WE DON'T WANT THE PUBLIC OR PRESS TO GET DISTRACTED BY FALL PROGRAM MEDIA. ADDITIONALLY, OUR COUNCIL ADHERES TO UNITED WAY BLACKOUT PERIODS AND AGREEMENTS WHICH LIMIT THE FALL PROGRAM TO FRIENDS AND FAMILY NETWORKS ONLY.

## VOLUNTEER AND PARENT INVOLVEMENT:

THE FALL PRODUCT PROGRAM OPERATED ON A LARGER SCALE HAS THE POTENTIAL TO PUT ADDITIONAL RESPONSIBILITIES ON FAMILIES AND LEADERS. REDUCING VOLUNTEER WORKLOAD AND POTENTIAL BURNOUT IN ALL ASPECTS OF PRODUCT SALES SHOULD BE CONSIDERED.



GIRLS HAVE THE ABILITY FROM THEIR DASHBOARD TO USE THE "SHARE MY SITE" FEATURE. THIS WILL ADD THEIR ONLINE STORE LINK TO THEIR SOCIAL MEDIA PAGES. IT ALSO GIVES THEM THE ABILITY TO SHARE VIA TEXT MESSAGE.



# Online Only

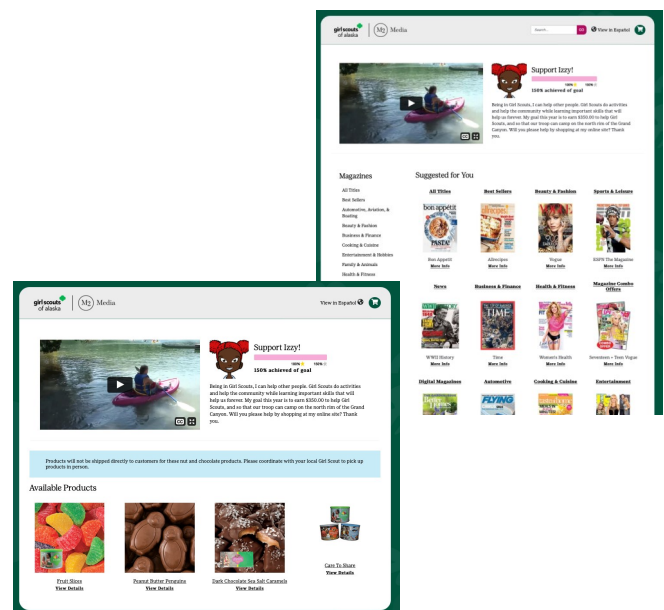
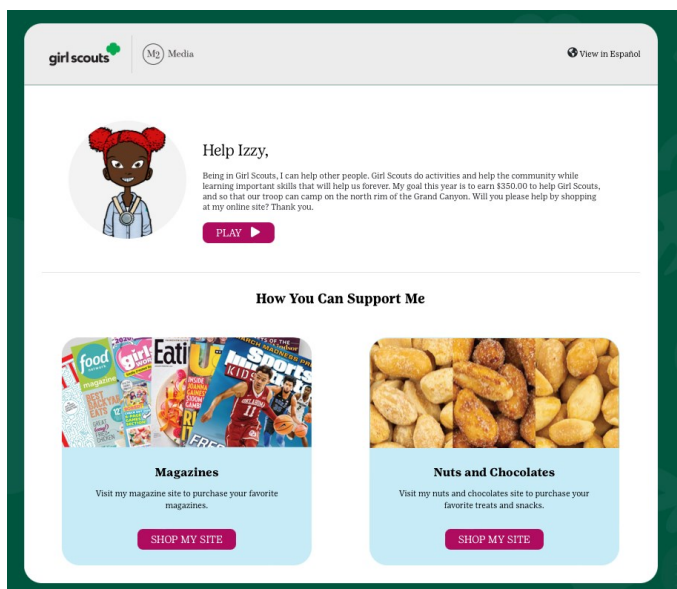
GIRLS HAVE THE ABILITY TO COLLECT ORDERS IN TWO DIFFERENT WAYS. THEY CAN USE THE PAPER ORDER CARD, OR COLLECT ORDERS DIGITALLY. DIGITAL ORDERS ARE PLACED WHEN A CUSTOMER VISITS THE GIRLS ONLINE STORE AND SELECTS EITHER GIRL DELIVERY OR DIRECT SHIPPED.

THE ONLINE SHOPPING EXPERIENCE OFFERS CUSTOMERS MORE SELECTIONS OF NUT AND CHOCOLATE ITEMS AS WELL AS A WIDE RANGE OF MAGAZINE SUBSCRIPTIONS, TERVIS TUMBLERS AND BARKBOX. CUSTOMERS RECEIVE A LINK TO SHOP ONLINE DIRECTLY FROM THE GIRL/CAREGIVER. EMAILS WILL BE SENT DIRECTLY FROM THE M2 SYSTEM TO ANY EMAIL ADDRESS THAT THE GIRL/CAREGIVER ENTERS INTO HER STORE. GIRLS CAN USE THE “SHARE MY SITE” FEATURE FROM HER DASHBOARD TO POST THEIR LINK ON SOCIAL MEDIA.

ALL ORDERS PLACED ON THE GIRLS ONLINE STORE ARE PAID FOR AT THE TIME THE ORDER IS PLACED. GIRL DELIVERED ORDERS WILL BE DELIVERED TO THE SERVICE UNIT FOR LOCAL DELIVERY BY THE GIRL SCOUT. DIRECT SHIPPED ORDERS ARE SENT DIRECTLY TO THE CUSTOMER BASED ON THE ADDRESS ENTERED.

THE ONLINE SHOPPING OPTION FOR CUSTOMERS WILL REMAIN OPEN FOR ORDERS UNTIL 10/18/2023. THE LAST DAY FOR IN PERSON ORDER (PAPER ORDER CARD) TAKING IS 10/15/2023. THE ONLINE ORDERING DEADLINE DATE GIVES CUSTOMERS WHO RECEIVED THEIR EMAIL INVITATION TO SHOP DURING THE LAST WEEKEND OF THE PROGRAM A FEW EXTRA DAYS TO PLACE THEIR LAST MINUTE ORDER.

REMIND GIRLS WHO RECEIVE DIGITAL ORDERS AFTER 10/17/2023 TO CHECK THEIR EARNED REWARDS FOR CHOICE SELECTIONS. YOU CAN CHECK THE REWARDS REPORT FOR THE EXCLAMATION ICON OR UTILIZE YOUR MESSAGE FUNCTION TO SEND A COMMUNICATION TO ANY GIRL SCOUTS WHO NEED TO MAKE REWARD SELECTIONS.





# New Products 2023

## Tervis® Tumblers



**TERVIS® PROVIDES A WIDE SELECTION OF PREMIUM INSULATED TUMBLERS AND WATER BOTTLES, RANGING FROM TOP SELLERS TO YOUR FAVORITE MLB®, NFL®, AND COLLEGIATE SPORTS TEAMS AND MORE. OVER 100 UNIQUE DESIGNS.**

**PRICE RANGES BASED ON SIZE AND STYLE SELECTED.**

Each Mini BarkBox contains one dog toy and one dog treat.

**EACH BOX COMES WITH A CUSTOM POSE & PLAY BERET DOG TOY CREATED BY BARK AND GSUSA AS WELL AS ONE CANISTER OF BERRY TRIOS BARK + GIRL SCOUTS DOG TREATS, WHICH ARE ONE-OF-A-KIND. BOTH ITEMS COME PACKAGED IN A CUSTOM GIRL SCOUTS MINI BARKBOX WITH A GIRL SCOUTS LINER.**



**\$19.99**



<b>Serving Suggestions</b>  <b>Teensy</b> 5 to 10 lb. 1/2 - 1 treat  <b>Small</b> 10 to 25 lb. 3/4 - 1 treat  <b>Medium</b> 25 to 50 lb. 1 treat  <b>Gentle Giants</b> 50+ lb. 1-2 treats	<b>Guaranteed Analysis</b> Crude Protein 6% (min) Crude Fat 4% (min) Crude Fiber 1% (max) Moisture 10% (max)  <b>Ingredients:</b> Whole Wheat Flour, Cane Molasses, Vegetable Glycerin, Canola Oil, Blueberry, Cranberry, Raspberry, Blackberry, Strawberry, Natural Blueberry Flavor, Citric Acid (preservative), Vinegar, Mixed Tocopherols (preservative), Rosemary Extract, Green Tea Extract, Spearmint.  <b>Feeding Guidelines:</b> To ensure your dog maintains a healthy body weight follow feeding guidelines in table. Not intended as a complete and balanced food. Provide fresh water daily in a clean bowl. For small dogs, consider breaking the treat into smaller pieces. Some dogs are gulpers - treats may be a choking hazard if swallowed whole. Always monitor your dog while treats are being consumed to ensure they are chewing their treats. Monitor them at other times to make sure they are super adorable!	<b>Calorie Content</b> (Calculated MD) 375 kcal/kg; 44 kcal/treat  Oven baked with love in Okeene, OK, US	<b>PUPPY BANK!</b>  All dogs deserve a good home. Once you finish this canister of Berry Trios™, use it as a piggy bank to save money for your local dog shelter.
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**BARK:**  
 Manufactured For:  
 Barkbox, Inc.  
 120 Broadway  
 New York, NY 10021

The GIRL SCOUTS® name, mark, and all associated trademarks and logos, including the Girl Scout Design, are owned by Girl Scouts of the USA. Bark is an official GSUSA licensed vendor.





# New Products FAQ

## **WHY IS GIRL SCOUTS ADDING BARKBOX TO THE FALL PRODUCT PROGRAM?**

BARK IS A LEADING GLOBAL BRAND FOR DOGS, KNOWN FOR BRINGING PARTNER BRANDS TO LIFE IN THEIR SIGNATURE BARKBOX, WHICH INCLUDES FUN AND ENGAGING THEMED DOG TOYS AND TASTY TREATS. OVER HALF OF U.S. HOUSEHOLDS TODAY HAVE A DOG, AND MOST DOG OWNERS VIEW THEIR DOG AS A MEMBER OF THE FAMILY. GIRL SCOUTS ALSO SHOW THEIR LOVE FOR ANIMALS BY PARTICIPATING IN PROGRAMS AND EARNING BADGES FOR PET CARE AND ANIMAL ADVOCACY. THE ADDITION OF A GIRL SCOUT THEMED BARKBOX TO THE FALL PRODUCT PROGRAM ALLOWS GIRL SCOUTS TO SHARE THEIR PASSION FOR ANIMALS, GENERATE TROOP FUNDS FOR THEIR GIRL SCOUT ACTIVITIES, AND GIVES CONSUMERS THE OPTION TO PURCHASE SOMETHING FOR EVERY MEMBER OF THEIR FAMILY.

## **WHAT ITEMS ARE INCLUDED IN THE BARKBOX?**

EACH BOX COMES WITH A CUSTOM POSE & PLAY BERET DOG TOY CREATED BY BARK AND GSUSA AS WELL AS ONE CANISTER OF BERRY TRIOS BARK + GIRL SCOUTS DOG TREATS, WHICH ARE ONE-OF-A-KIND. BOTH ITEMS COME PACKAGED IN A CUSTOM GIRL SCOUTS MINI BARKBOX WITH A GIRL SCOUTS LINER.

## **CAN I PURCHASE ONLY THE POSE & PLAY BERET DOG TOY? OR ONLY THE BERRY TRIOS TREATS?**

**NO. THIS IS A SET, INCLUSIVE OF TOY AND TREAT.**

## **IS THIS A REGULAR SIZED BARKBOX?**

**BARK REFERS TO THIS AS THEIR MINI BARKBOX AS IT CONTAINS ONE DOG TOY AND ONE DOG TREAT.**

## **WHAT WILL THE SHIPPING COST BE FOR CONSUMERS?**

**A FLAT \$5 PER DELIVERY ADDRESS SHIPPING FEE FOR BARKBOX. Tervis Tumbler shipping will be \$5.99 for the first three purchased, and an additional \$1.00 for each additional tumbler.**

## **WHY ARE SHIPPING RATES FOR FALL PRODUCT PROGRAM NUTS AND CANDY HIGHER THAN BARKBOX?**

**EACH PRODUCT PROGRAM VENDOR SETS THEIR OWN SHIPPING RATES. BARK IS SUBSIDIZING A PORTION OF THE SHIPPING RATES FOR THIS ONLINE ONLY PILOT OFFERING.**

## **IF I ORDER NUTS/CHOCOLATES AND A BARKBOX OR Tervis Tumbler, IS SHIPPING CONSOLIDATED?**

**NO, NUTS/CHOCOLATES, BARKBOX AND TUMBLERS WILL BE SEPARATE TRANSACTIONS REQUIRING SEPARATE SHIPPING. YOUR NUT/CHOCOLATE ORDER WILL COME FROM THE NUT COMPANY SHIPPING FACILITY AND THE BARKBOX OR TUMBLERS WILL BE SHIPPED DIRECTLY FROM THE INDIVIDUAL COMPANY.**



# Frequently Asked

## Questions

**WHAT IS THE WEBSITE ADDRESS FOR THE FALL PRODUCT SITE?**

**VOLUNTEER ACCESS AT: [WWW.GSNUTSANDMAGS.COM/ADMIN](http://WWW.GSNUTSANDMAGS.COM/ADMIN), AND GIRL ACCOUNTS ARE ACCESSED AT: [WWW.GSNUTSANDMAGS.COM/GSGMS](http://WWW.GSNUTSANDMAGS.COM/GSGMS).**

**I AM A TROOP LEADER AND I MISSED THE TRAINING WITH THE SERVICE UNIT.**

**CONTACT YOUR SERVICE UNIT MANAGER TO MAKE ARRANGEMENTS TO GET YOUR TROOP PAPERWORK. THERE WILL BE TWO VIRTUAL TRAININGS FOR TROOP LEADERS WHO MISSED THE TRAINING OR NEED ADDITIONAL SUPPORT.**

**MY GIRLS ARE ATTEMPTING TO REGISTER AND GET A “CAMPAIGN IS CURRENTLY UNAVAILABLE” MESSAGE.**

**GIRLS CANNOT BEGIN ONLINE ACCOUNT REGISTRATION UNTIL THE SALE LAUNCH DATE 9/09/2023.**

**I AM A NEW LEADER AND THE FALL PRODUCT PROGRAM HAS ALREADY STARTED, CAN MY TROOP STILL PARTICIPATE?**

**YES! AS LONG AS IT IS BEFORE THE PROGRAM ENDS ON 10/15/2023. YOUR GIRLS CAN PARTICIPATE DIGITALLY OR WITH A PAPER ORDER CARD. MAKE SURE TO WATCH OR ATTEND TRAINING FOR NEW LEADERS. YOU WILL FOLLOW ALL DEADLINES ALREADY IN PLACE FOR ORDERS, REWARDS AND MONEY.**

**I ENTERED THE EMAIL ADDRESSES TO SEND ACCESS NOTIFICATIONS TO THE GIRLS IN MY TROOP, BUT THEY HAVEN'T SENT AND IT SAYS “QUEUED FOR SENDING”. HOW LONG DOES IT TAKE TO SEND?**

**ACCESS EMAILS WILL NOT BE SENT TO THE PARTICIPANTS UNTIL THE LAUNCH DATE OF THE SALE 9/09/2023.**

**WHEN IS THE MONEY DUE?**

**MONEY IS DUE AT THE TIME THE ORDER IS PLACED. ONLINE ORDERS ARE PAID FOR ONLINE. IN PERSON ORDER MONEY NEEDS TO BE TURNED INTO THE TROOP LEADER BY 10/16/2023**

**HOW DO WE GET THE PRODUCTS THAT WERE ORDERED?**

**ITEMS THAT ARE ORDERED ONLINE AS GIRL DELIVERED OR ENTERED ON THE PAPER ORDER ENTRY SCREEN WILL BE DELIVERED TO THE SERVICE UNIT. TROOP LEADERS OR TROOP COOKIE CHAIRS WILL NEED TO PICK UP THE ITEMS (AND REWARDS) FROM THE SERVICE UNIT DELIVERY LOCATION.**

**I HAVE A PARENT WHO HAS TWO GIRLS, CAN THEY SELL TOGETHER?**

**A PARENT CAN DECIDE TO SET UP ONE ONLINE ACCOUNT AND USE THAT FOR BOTH GIRLS. HOWEVER ONLY ONE SET OF REWARDS IS EARNED.**





# Frequently Asked Questions



**I ENTERED THE EMAIL ADDRESSES TO SEND ACCESS NOTIFICATIONS TO THE GIRLS IN MY TROOP, BUT THEY HAVEN'T SENT AND IT SAYS "QUEUED FOR SENDING". HOW LONG DOES IT TAKE TO SEND?**

**ACCESS EMAILS WILL NOT BE SENT TO THE PARTICIPANTS UNTIL THE LAUNCH DATE OF THE SALE 9/09/2023.**

**I AM A VOLUNTEER AND HAVE A DAUGHTER PARTICIPATING. CAN I USE THE SAME EMAIL ADDRESS FOR MY VOLUNTEER AND GIRL ACCOUNTS?**

**YES! YOU WILL BE NOTIFIED UPON LOGIN AS TO WHICH ACCOUNT YOU ARE SIGNING ON TO. YOU CAN ALSO SWITCH BETWEEN ROLES FROM THE TOP RIGHT CORNER OF YOUR DASHBOARD IF YOU ARE USING THE SAME EMAIL ADDRESS FOR BOTH ROLES.**

**ONE OF MY GIRLS RECEIVED AN ONLINE GIRL-DELIVERED ORDER THAT THE FAMILY IS UNABLE TO DELIVER. HOW DO I REMOVE IT?**

**THE PARENT/GUARDIAN (OR CUSTOMER) WILL NEED TO CONTACT M2 CUSTOMER SERVICE TO HAVE THE ORDER CANCELLED AND REMOVED FROM THE SYSTEM. THIS CANCELLATION MUST BE COMPLETED BEFORE THE SALE END DATE 10/15/2023.**

**MY GIRL RECEIVED/ENTERED ORDERS THAT PUT HER OVER THE NEXT REWARD THRESHOLD, BUT THE SYSTEM ISN'T SHOWING THAT SHE EARNED THE REWARD.**

**THE SYSTEM CAN TAKE 1-2 HOURS TO UPDATE.**

**ONE OF MY PARENTS SAYS SHE IS SHORT ITEMS FOR HER GIRL DELIVERED ORDERS.**

**VERIFY THAT THE PARENT COUNTED AND SIGNED FOR THE ITEMS WHEN THEY PICKED UP THEIR ORDER. IN MOST CASES WHERE ORDERS ARE SHORT WHEN GIRLS ARE FILLING ORDERS RESULTS FROM A MISCOUNT OF INFORMATION ENTERED INTO THE M2 SYSTEM. NEITHER THE SERVICE UNIT NOR THE COUNCIL STORES EXTRA PRODUCTS, SO IT IS ESSENTIAL THE AMOUNTS BEING ORDERED ARE VERIFIED AND THE MONEY MATCHES WHAT IS ENTERED INTO THE SYSTEM AND THE PARENT COUNTS AND SIGNS THE TICKET WHEN PICKING UP ITEMS.**

**CAN I ORDER EXTRA PRODUCT AND SELL AFTER THE SALE IS OVER?**

**ALL ITEMS ORDERED MUST BE PAID FOR UPFRONT. IF YOU ARE ORDERING ITEMS THAT YOU HAVE NOT RECEIVED AN ORDER FOR, YOU ARE RESPONSIBLE FOR TURNING IN MONEY FOR THOSE ITEMS BEFORE THEY ARE ORDERED IN THE M2 SYSTEM.**





Hi!  
Our friendly customer  
service representatives are  
ready and waiting to answer all of your  
Fall Product Program questions!

**question@gsnutsandmags.com**  
**(800)-372-8520**

We're happy to help!

## COUNCIL SUPPORT

### PRODUCT PROGRAM

JENNIFER ROTHERT

JROTHERT@GSGMS.ORG

### FINANCE

ANGIE MILLER

AMILLER@GSGMS.ORG

### REGISTRATION

KYNA MCCALPIN

KMCCALPIN@GSGMS.ORG

### OTHER

SARAH EDWARDS

SEDWARDS@GSGMS.ORG



# Fall Product Program 2023

## Parent/Guardian Responsibility Form

The adult responsible for the payment of the Fall Product Program should complete this form. Please read this form carefully before signing.

### I UNDERSTAND AND AGREE TO:

#### Participation Guidelines:

My Girl Scout has my permission to participate in the 2023 Girl Scout Fall Product Program.

My Girl Scout cannot participate unless this form is filled out in its entirety.

My Girl Scout is a registered Girl Scout for the 23-24 Membership year.

#### Payment Agreement:

I understand that any Nut/Magazines orders received in the Girl Scouts name, as her parent/guardian, I am responsible for collecting and turning in all monies owed and I am responsible for all the monies received in payment for the Fall Product Program.

I understand that all unsold Ashdon Farm Products CANNOT be returned and that I am responsible for payment of any and all products received in my Girl Scout's name.

I understand that I will turn in cash, cashier's check or money order to my Troop Leader for all non-digital orders received in my Girl Scouts name by 10/16/2023.

I understand that if I do not turn in monies due for non-digital orders received by 10/16/2023 to my Troop Leader any outstanding paper order entries will not be ordered.

I understand that I need to deliver all orders placed and received in my Girl Scouts name to the customers within a 2 week time frame after the Troop receives the products.

Girl Name \_\_\_\_\_ Troop Number \_\_\_\_\_

Girl T-shirt Size \_\_\_\_\_ SU# \_\_\_\_\_

Responsible Adult \_\_\_\_\_ Email Address \_\_\_\_\_

Address \_\_\_\_\_ Cell Phone# \_\_\_\_\_

Employer \_\_\_\_\_ Work # \_\_\_\_\_

RESPONSIBLE ADULT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_



**This permission form is included in the parent manual. Troop leaders can use this page as a template if more copies are needed. Each Girl Scout must have a signed permission form to receive paper order cards.**