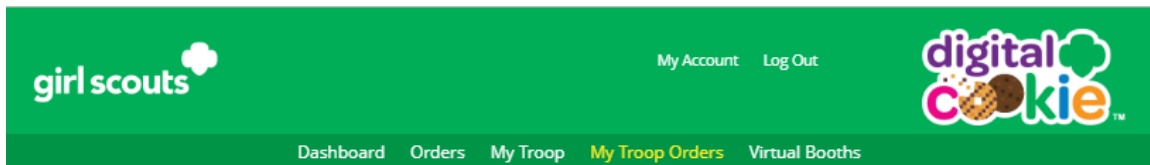


Troop Dashboard

Your Digital Cookie Dashboard has information that helps you support your girls and their parents in their digital cookie sales. The dashboard has a number of changes for this year year to accommodate the new troop based functions that have been added.

All appointed Troop Leaders and Cookie Volunteers for the troop should have access to this Dashboard when they login to Digital Cookie.

This year there may be up to five tabs on your Troop Leader dashboard.



[Dashboard](#)

[Orders](#)

[My Troop](#)

[My Troop Orders](#)

[Virtual Booths](#)



Dashboard

The dashboard has six sections.

1. [Troop Cookie Site info](#)
2. [Troop Delivery Order Notifications](#)
3. [Troop Rewards Deadline](#)
4. [Troop Online Sales and Marketing + Troop Goal Progress](#)
5. [Reports](#)

Troop 12359 Digital Cookie Platform
Stats last updated 11/3/21 10:45 PM CDT

1 **Troop Cookie Site: Open for Business**
Status: Published [Learn more](#)
Troop Cookie Link: <https://DigitalCookie.GirlScouts.org/scout/troop12359-512?pk=1>
Enabled: [View QR Code](#)
[Click here to view Troop Shipped Only Link](#)
Details: Zip: 80226 Lead: Jennifer Campbell [Edit](#)

2 **My Troop Delivery Orders**
Delivery orders waiting to be approved: 1 orders, 1 girls
Girls with a cookie delivery change: None

3 **Troop Rewards**
Troop Reward End Date: 3/29/2022 [?](#)
[Save](#)

4 **Troop Online Sales and Marketing**
Troop Sales
Troop goal not set
68 sold / 0 troop goal not set
68 sold online, 0 sold offline
Troop Link Sales
Cookie Goal 100
My Progress 76 packages to go!
7 Shipped / 2 Delivery / 0 In Hand / 4 Donated / 11 Pickup

5 **Reports: Troop 12359**

	All Order Data For each girl see full order details including varieties, delivery type, etc.	Get Report
	Initial Order 10/25/21 Parent's due date 7/31/22 Troop due date	Get Report
	Cookie Badges See the steps girls completed for their cookie badges and entrepreneur pin.	Get Report

1. Troop Cookie Site Info

For more details about this section and setting up your Troop Cookie Link, please see the “Troop Cookie Link” tip sheet.

2. Troop Delivery Order Notifications

This section will let you know if there are any girls or your troop link that has an order that needs to be approved. It will also let you know if any parents have turned off a variety or in-person delivery in their site. For details on that function for parents, view the “My Cookies-Delivery Settings” tip sheet.

Troop 12359 Digital Cookie Platform
Stats last updated 11/18/20 10:30 PM CST

Troop Cookie Site: Set up Your Site
Status: Set up the troop cookie site. [Learn more](#)
Site url: Not Published
Details: Zip: 60601 Lead: Jennifer Campbell [Edit](#)

My Troop Delivery Orders
Delivery orders waiting to be approved: 0 orders, 0 girls
Girls with a cookie delivery change: 3 girls

3. Troop Rewards Deadline

If you have a need for your girls/parents to submit their rewards choices to you earlier than what the council has set, you can change this date.

4. Troop Online Sales and Marketing




These two sections will show you the sales for the girls in your troop at a glance. It's a great way to make sure they are actively participating in reaching their customers.

5. Reports

You have three reports to view that can help you manage your girl's Digital Cookie activity.

- "All Order Data" will show you details on every order for every girl.
- "Initial Order" (If applicable) will show you the initial paper order card entry by the parents to allow you to easily enter their orders into eBudde.
- "Cookie Badges" will let you know if girls are completing any of the Cookie Business badges and/or the Family Entrepreneur Pins. Encourage them to complete these with their families to increase their cookie program learnings!

Reports: Troop 12359

	All Order Data	For each girl see full order details including varieties, delivery type, etc.	Get Report
	Initial Order	9/30/20 Parent's due date 10/1/20 Troop due date	Get Report
	Cookie Badges	See the steps girls completed for their cookie badges and entrepreneur pin.	Get Report

NOTE! Rewards report coming. Screenshot not currently available.

2 Orders

If this tab is greyed out, this functionality is not currently offered by your council. Please contact your council if you need to refund an order.

If the tab is available to you, you will see the information you need to look up order details for any order in your troop. You can then refund an order if necessary. For more information, please see the “Troop Refunds” tip sheet.

Orders

Search for Orders

Order # First Name Girl First Name Council Name

Date Range to Last Name Girl Last Name Council Code

Order Status Phone GSUSA ID SU Name

Payment Status Email Site URL SU ID

Parent Email Troop #

Orders Pending Validation See List

3 My Troop

Use this tab to see many sale details for each girl in the troop.

Dashboard My Troop

Select a Role

Troop 12359

Troop Cookie Sales
Last Updated: 11/20/20 9:45 PM CST

Troop goal not set

266 sold / 1000 goal not set

83 sold online

Quick Links
[Initial Order Report](#)

The troop's sales in

GIRL NAME	PACKAGES SOLD / GOAL	COOKIE SITE	ORDERS TO APPROVE	
Adrianna	35 / 400	Yes, Published	0 orders	see details
Isabel	90 / 300	Yes, Published	0 orders	see details Delivery change
Georgia	0 / 0	No, Not Published	0 orders	see details
Sienna	0 / 0	No, Not Published	0 orders	see details
Olivia	0 / 0	No, Not Published	0 orders	see details
Emily	141 / 300	Yes, Published	0 orders	see details Delivery change
Total: Girl sales	266 / 1000			
Troop	0 / 0	No, Not Published	0 orders	Delivery change
Total: All sales	266 / 1000			

1. Troop Goal

This pulls the troop goal set in eBudde and measures the troop's progress towards that goal. If the goal has not been set yet, it shows total troop's sales to date.

2. Cookie Site

If the girl's site is published, click on the link to be taken to her customer facing site. If it shows as Not Published, offer to help the girl and her family to help her get started and seeing sales roll in.

3. Orders to Approve

If your council has In-Person Delivery available you can see details on what orders the parent needs to approve and what cookies they may need to fulfill orders.

4. See Details/Delivery Change

Clicking "See Details" will bring up details on the girl, her orders, her email marketing to customers and if her parent has turned off delivery or any varieties (if available in your council).

GIRL NAME	PACKAGES SOLD / GOAL	COOKIE SITE	ORDERS TO APPROVE	
Adrianna	35 / 400	Yes, Published	0 orders	see details ▾
Isabel	90 / 300	Yes, Published	0 orders	see details ▲ Delivery change

COOKIES SOLD	PARENT / GUARDIAN	DELIVERY SETTINGS	CUSTOMERS EMAILED
Online: 23	Jessica Garcia	Girl Scout delivery: Inactive	Marketing emails: 0
Offline: 67	dctest512-1@girlscouts.org	Cookie varieties: Off	
Total: 90			

5. If your troop link has been published you will see what the goal is for the Troop ##### "girl", you can click the link to go to the troop site and you can see any sales that have come in for the troop link.

4

My Troop Orders

For details on the Delivered orders section, view the Girl Delivery tip sheet..
For details on the Pick Up orders section, view the Troop Pick Up orders tip sheet.

Digital Cookie Orders to Deliver

Running a Good Business
Keep track of what's been ordered, when it's approved, and when it's delivered.

0 Orders to approve for delivery in person
Click on a name to see all the details about the order. Then "Approve" or "Decline" the order.

Order #	Cookie Pkgs	Paid by	Deliver to	Delivery Address	Order Date	Days left to Approve
There are no orders to approve at this time.						

[Need Help?](#)

1 Orders to deliver
Click on a name to mark when the cookies were delivered.

Select all [Order Delivered](#) [Export Orders](#) [Show 5 Items](#)

Order #	Cookie Pkgs	Deliver to	Delivery Address	Order Date	Initial Order
<input type="checkbox"/> 05119512	2	Jasmine garcia	1602 Kepner Dr, Anchorage, AK	10/20/2021	

Digital Cookie Orders to Pickup

Running a Good Business
Keep track of what's been ordered, when it's approved, and when it's delivered.

2 Orders to approve for Pickup
Click on a name to see all the details about the order. Then "Approve" or "Decline" the order.

5

Virtual Booths

This is your Pick Up Order section. For details on this, please view the Troop Pick Up Orders Tip Sheet.

Booth Pick Up

Give customers an option to pick up cookies at a booth. [Virtual Booth Help](#)

Add pickup to an existing booth

Select from your troop's cookie booths, add a start and end date for customers to see the pickup option.

38 Available Booths

Sort by: Show:

Chautauqua Mall Fairmount Ave Lakewood NY, 14750 11/25/2021 12:00 AM - 12:00 AM Add pickup option	Cub Duluth 615 West Central Entrance Duluth MN, 55811 12/30/2021 12:00 AM - 12:00 AM Add pickup option
Family Video N Main St Mish 5714 North Main Street Mishawaka IN, 46545 12/30/2021 12:00 AM - 12:00 AM Add pickup option	Food City - Pikeville 215 Cassidy Blvd Pikeville KY, 41501 12/15/2021 12:00 AM - 12:00 AM Add pickup option
Kroger - Bellevue 53 Donnermeyer Drive Bellevue KY, 41073 11/15/2021 12:00 AM - 12:00 AM Add pickup option	Kroger - Burlington 1751 Patrick Drive Burlington KY, 41005 12/20/2021 12:00 AM - 12:00 AM Add pickup option