



# Digital Cookie Parent Training

USAGSO



# Agenda

1. Four Steps to Getting Started
2. Digital Cookie Tabs
3. Customer View
4. Mobile App
5. Digital Cookie Help Center



## Digital Cookie®

This cookie season, superpower your sale by adding Digital Cookie® to your toolkit.

Use the **Digital Cookie®** app to sell cookies wherever you go!

The app makes it easy for you to take payment from customers purchasing cookies.



GET IT ON  
Google Play



Download on the  
App Store

## Become a true cookie boss in four easy steps!

### 1. Register for Digital Cookie®

Create your **Digital Cookie** Password  
for email address: [parentemail@domain.com](mailto:parentemail@domain.com)

When you create your password, a confirmation email will be sent.

Password

Passwords must be 8-16 characters, including 1 number, capital letter and lowercase letter, with optional special characters !, @, #, or \$

Confirm password

SUBMIT

Look for the Digital Cookie® registration email in your inbox to register. If you can't find it, contact your council.

### 2. Set Up Your Site



Take a few minutes to set your sales goal, share your cookie story, and upload a fun picture or video. Then publish and go!

### 3. Invite Customers



Use the email in Digital Cookie® to reach out to customers. Ask them to visit your site, purchase, and share your site. Also, post your site on social media.

### 4. Track Your Progress



Use your Digital Cookie® platform to track sales and inventory and check progress towards your goal.

# Step 1-Register

**Sender:** “Girl Scout Cookies” email@email.girlscouts.org

**Subject:** It's time to register your Girl Scout for Digital Cookie!



## Register for Digital Cookie®

Dear Emily,

Another awesome Girl Scout Cookie season is on the horizon!

It's time for you to help Ayla have the best cookie season yet by adding the Digital Cookie® platform to her selling tools.

[Register to use Digital Cookie today](#) and help your Girl Scout create her very own cookie selling website. Registration is required for participation.

The Digital Cookie platform was created to help your Girl Scout increase her sales and reach her goals. Adding this digital sales tool will help your Girl Scout reach customers near and far—making it easier to sell more cookies.

Are you ready to help her meet her goals and take her cookie business to the next level this season? Get started today.

[REGISTER NOW](#)

Need help registering? [Access our help portal.](#)

Thank you,

Girl Scout Cookie Program  
Girl Scouts Heart of Pennsylvania

Click: “Register Now”

January 17-Volunteer Registration email  
January 24-Parent Registration email

Create Password/Login with password

## Create Your Digital Cookie Password

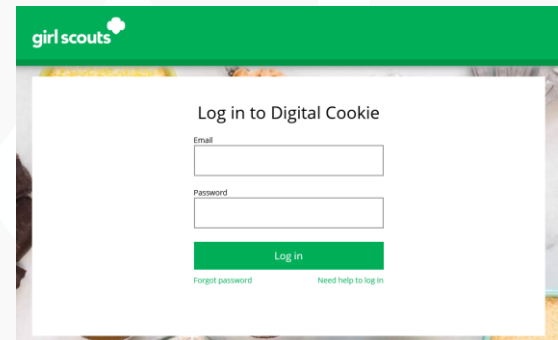
When you create your password, a confirmation email will be sent.

Password

Passwords must be 8-16 characters, include 1 number, capital letter and lowercase letter, with optional special characters !, #, \$.

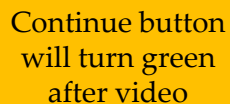
Confirm Password

Submit



The screenshot shows the 'Log in to Digital Cookie' page. It has a green header with the Girl Scouts logo. Below the header, there are two input fields for 'Email' and 'Password'. A green 'Log in' button is positioned below these fields. At the bottom of the form, there are two links: 'Forgot password' and 'Need help to log in'.

[View Safety Video/Approve Terms and Conditions/Safety Pledge](#)



Check  
box to  
accept

Continue

## Digital Cookie Registration

Register your Girl Scout to participate in Digital Cookie. She'll get access to the Digital Cookie Platform where each Girl Scout can set up her cookie site and goals, manage orders and learn marketing business skills.

Girls 13 and older can add their own email address. This allows them to manage details for their cookie site.

Digital Cookie Status	Girl Scout	Date of Birth	GSUSA ID	Troop	Preferred First Name*	Girl Email Address	Action
<b>Activate</b>	UG_AGCLJCN BRCOIOIORA NTO	04/03/2012	110182156	44	---	---	---

[ACCESS SITE](#)

# Girl Account

UG\_AGCI\_JCN\_IIRCOIOIORANTO

**Preferred First Name:\***  
(or use a nickname)

**Girl Email Address:**  
(optional)

Cancel

Save

## Digital Cookie Registration

UG\_AGCL\_ICN was successfully registered.

Register your Girl Scout to participate in Digital Cookie. She'll get access to the Digital Cookie Platform where each Girl Scout can set up her cookie site and goals, manage orders and learn marketing business skills.

Girls 13 and older can add their own email address. This allows them to manage details for their cookie site.

Digital Cookie Status	Girl Scout	Date of Birth	GSUSA ID	Troop	Preferred First Name*	Girl Email Address	Action
Registered	UG_AGCL_ICN WRCDDIORA NTO	04/03/2012	110182156	44	Sarah	---	<a href="#">Edit</a>

ACCESS SITE

# Step 2-Setup Your Site

girl scouts

Shop My Account Log Out

You are viewing as:

Parent of INAAA L. Troop 58

Parent of eMaaiel G. Troop 93

Home Badges Learning Site Setup Customers Orders

Cheers

Sarah's Digital Cookie® Platform

Welcome, NGGEEG!

Digital Cookie can help boost your sales, sharpen your entrepreneurial skills, and power unique adventures for you and your troop year-round!

COOKIE SALES END IN

125 DAYS 5 HRS 16 MIN 54 SEC

0

0

You don't have any new cheers.

But you can still inspire your troop members!

Send a Cheer

My Sales Goal 0 packages

Packages Sold 0

Packages to Sell 0

UPDATE UPDATE SEE DATA

REWARDS

My Troop

Our goal: coming soon

My Cookie Site: Set up your site

Set up your cookie site, get published and start getting orders.

Site Setup Video

Site Setup Quick Tip Sheet

Orders to Deliver In Person

Approve for delivery: 0 Order(s)

Orders to deliver: 0 Order(s)

Have multiple Girl Scouts? Easily switch between each site here.

To setup the Girl Scout's cookie site, click on the "Set up your Digital Cookie site..." link in the My Cookie Site section, or the "Site Setup" link at the top.

Goal Setting: Set My Sales Target

STEP 1

SET MY SALES TARGET

REQUIRED

Your Goal Calculator

1

Emily wants to sell

500


packages which = about \*

\$125

to help her Troop and others.

Save

The money you earn stays local, funding amazing experiences for you and your troop.



Learn more

2

3

\*When you sell cookies, it goes to your troop budget. Together, you can accomplish big things!

SO FAR EMILY HAS SOLD:

Emily's Total Sale Progress

4

0

Offline Sales

0

Online Sales


0

Total Boxes Sold

Offline Sales

Online Sales

My Cookie Story



STEP 2

WRITE MY COOKIE STORY

REQUIRED

1

Tell your customers what you and your troop plan to do with the money you earn from selling cookies.

My Girl Scout Troop will be doing a service project for the food bank going ice skating camping and to a water park.

Required

2

Tell your customers what you learned from selling cookies.


I love to ask people to buy cookies when they say yes. I like to sell cookies at a store and sell them to people.

Required87 characters

3

SAVE

CANCEL




Customers want to hear how you're using cookie money — the more you tell them, the more inspired they'll be to support your cookie sales efforts!




Girl Scouts who uploaded a photo or video of themselves sold more than double the boxes on average than those who did not.

Photo/Video Upload


1

 Upload your own photo

- or -


 Choose from the photo gallery

2

 Upload your own video

- or -


Use the Girl Scouts video: Cookie Boss

 How to make your video

3

**Make your cookie story even better**

Choose a photo or video (optional)



actual image size

Your Digital Cookie site will show this photo.

# Step 2-Setup Your Site

## Approve and Publish

STEP 3

REVIEW YOUR DIGITAL COOKIE PAGE AND PUBLISH

REQUIRED

PARENT OR GUARDIAN:

Your girl's **Digital Cookie** page **must be published** if she wants to send marketing emails or have customers order cookies online.

See your site and publish

Digital Cookie site update history

Site Setup resubmitted on Wed Oct 05 00:15:41 EDT 2016.

Updated site saved on Wed Sep 28 14:05:37 EDT 2016. You must resubmit these changes for approval.

Site submitted for approval on Wed Oct 05 00:15:41 EDT 2016.

If your button only says “see your site” you may be missing some required fields or didn’t make any changes. Go back and check that everything has been completed.

Lucy's Digital Cookie Site Preview

PARENT  
- OR -  
GUARDIAN

Lucy made **Digital Cookie** page updates that were submitted for your approval on 09/06/2022 01:15 PM CDT.

EDIT

APPROVE AND PUBLISH

Learn about approval

Click to review and publish

Click to edit

Lucy's site status: **Published** <https://DigitalCookie.GirlScouts.org/sc>

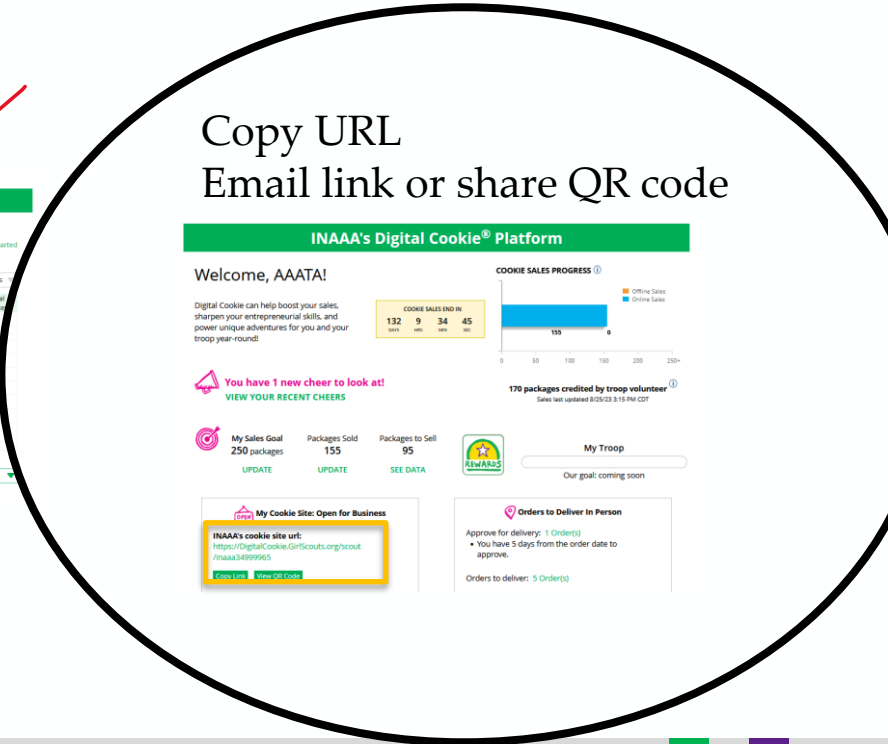
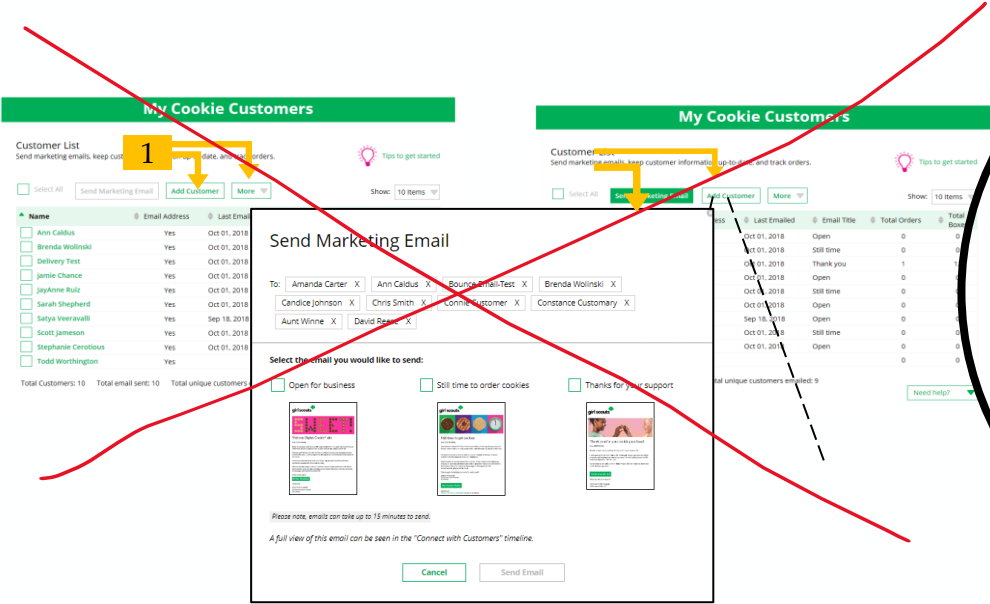
Digital Storefront: **OPEN** [CLOSE ONLINE STORE](#)

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# Step 3-Invite Customers (when cookie sales start)

DO NOT ADD CUSTOMER EMAILS into Digital Cookie. Due to international privacy laws, USAGSO are prohibited from uploading customer emails into the system.



# Step 4-Track Your Goal

## INAAA's Digital Cookie® Platform

Welcome, AAATA!

Digital Cookie can help boost your sales, sharpen your entrepreneurial skills, and power unique adventures for you and your troop year-round!

**COOKIE SALES END IN**

132	9	32	55
DAYS	HRS	MIN	SEC

**COOKIE SALES PROGRESS**

170 packages credited by troop volunteer  
Sales last updated 8/25/23 3:15 PM CDT

**You have 1 new cheer to look at!**  
[VIEW YOUR RECENT CHEERS](#)

**My Sales Goal**  
250 packages  
[UPDATE](#)

**Packages Sold**  
180  
[UPDATE](#)

**Packages to Sell**  
70  
[SEE DATA](#)

**My Troop**  
Our goal: coming soon

**My Cookie Site: Open for Business**  
INAAA's cookie site url:  
<https://DigitalCookie.GirlScouts.org/scout/inaaa34999965>  
[Copy Link](#) [View QR Code](#)

**Orders to Deliver In Person**  
Approve for delivery: 1 Order(s)  
• You have 5 days from the order date to approve.  
Orders to deliver: 5 Order(s)

## INAAA's Online Sales and Marketing

Charts last updated on 8/25/23 3:15 PM CDT

**Total Online Sales**

Customers who ordered: 5  
Orders placed: 14  
Packages sold: 155  
Gift boxes: 5

**Online Sales by Cookie**

Adventurefuls®	(11.1%)
Lemon-Ups®	(4.7%)
Trefoils®	(6.3%)
Do-si-dos®	(8.9%)
Samoas®	(20.5%)
Tagalongs®	(11.1%)
Thin Mints®	(24.8%)
Girl Scout S'mores®	(8.9%)
Toffee-tastic®	(3.7%)

**Marketing Emails**

1 marketing emails sent to 1 customers

**Online Sales by Delivery**

Donated	5%	8 Pkgs
Shipped	45%	70 Pkgs
Deliver in Person	49%	76 Pkgs
Cookies in Hand	1%	1 Pkgs
<b>Total</b>	<b>100%</b>	<b>155 Pkgs</b>

**Send a Marketing Email**

Open For Business	Still time to order	Email my site (mobile)	Thank You * Ask your Troop Leader if this counts for rewards	Shipping Promotion
0	0	0	0	1

INAAA, you're part of the largest girl-led entrepreneurial program in the world!  
The Girl Scout Cookie Program




## Digital Cookie Tabs


- Badges
- Learning
- Orders
- My Rewards
- My Cookies
- Cheers

# Badges Tab

### My Daisy Pin and Badges



**Year 1**

Girls work with their family to earn the Cookie Entrepreneur Family pin to strengthen skills and partner with her family. Adults, look for the  throughout for special ways you can help!


**Purpose:** By completing these steps and earning the pin, girls will learn the key skills to cookie success with support from their family.

**Steps to complete "Entrepreneur Pin"**

✓ STEP 1 Set a goal


STEP 2 Decide how to reach your goal

✓ STEP 3 Practice with money



**Year 2**

NEW! Girls who completed the Year 1 pin last year can earn the Year 2 pin for their age level. If your family didn't get a chance to earn the pin last year, you can still earn the Year 1 pin this year.


Girls will work with their families to earn the Cookie Entrepreneur Family pin to strengthen skills as they complete the requirements in Year 1 and Year 2. Adults, look for the  throughout for special ways you can help!

**Purpose:** By completing these steps and earning the pin, girls will learn the key skills to cookie success with support from their family.

**Steps to complete "Entrepreneur Pin"**

STEP 1 Set a goal

STEP 2 Decide how to reach your goal



**My First Cookie Business**

When you sell Girl Scout Cookies®, you run your very own business! Find out how to sell cookies and excite your customers. Then decide how you'll use the cookie money with your Girl Scout friends.

**Purpose:** When I've earned this badge, I will know how to sell Girl Scout Cookies and use my troop's cookie money.

**Steps to complete "My First Cookie Business"**

As you complete the steps in any order to earn this award, mark the box to show your progress.

✓ STEP 1 Find out about Girl Scout Cookies


✓ STEP 2 Decide how to use your cookie money and set a goal

✓ STEP 3 Practice your sales pitch

Get full badge [requirements](#)

★ Congratulations!

Great job! You've earned your My First Cookie Business Badge! Get the badge [here!](#)



**Cookie Goal Setter**

When you sell Girl Scout Cookies®, you are running your own business. You get to work with your Girl Scout troop to decide how you will use your money. Together, you set goals and share them with real customers!

**Purpose:** When I've earned this badge, I will know how to set and share my goals.

**Steps to complete "Cookie Goal Setter"**

As you complete the steps in any order to earn this award, mark the box to show your progress.

✓ STEP 1 Decide how you will use your money

✓ STEP 2 Set a package goal

✓ STEP 3 Share your goals with your customers

Get full badge [requirements](#)

★ Congratulations!

Great job! You've earned your Cookie Goal Setter Badge! Get the badge [here!](#)

# Learning Tab

Home Badges **Learning** Site Setup Customers Orders My Rewards My Cookies Cheers

## Games and Videos

All the fun in one place! Games, videos, and a whole lot more.



Cookie Booth Bounce



Travel Video: Girl Scouts of Maine



Take Action Video: Girl Scouts of Central Texas



My Take Action Planner



Our Troop Budget: My Ideas



How to Make a Digital Cookie Video

More Activities ▼

## Cookie Program Learning

### Learning to Be an Entrepreneur

Everything you do on the **Digital Cookie** site—whether you're playing a game, taking a quiz, or checking your sales progress—helps you learn how to run a business. That makes you an entrepreneur!

Click on each circle to see how to build your business skills.

### Cookie Page Setup



Stay Safe and Treat People Fairly



Set Your Sales Target



Come Up with a Troop Goal

### Cookie Planning

# Orders Tab: In-person Delivery Orders *\*optional for troops in inperson selling communities. Check with your troop leader to find out if you will offer Girl Delivery.*

Click on the  
"Paid by"  
name to  
review  
customer  
and order  
details

### 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.

**2 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.

☐ Select all in view   [Approve Order](#)   [Decline Order](#)

Show 5 Items

Order #	Cookie Pkgs	Paid by	Deliver to	Delivery Address	Order Date	Days left to Approve
<input type="checkbox"/> 05089908	7	<a href="#">Grayson Shaw</a>	Grayson Shaw	123 E Main St, Oklahoma City, OK	10/16/2020	5
<input type="checkbox"/> 05089911	11	<a href="#">Jessica Lawson</a>	Jessica Lawson	135 SE Main St, Portland, OR	10/16/2020	5

[Orders Need Help?](#)

- When determining whether to approve or decline the order, consider:
- Is the customer a known and trusted individual?
  - Are you willing and able to get the cookies to the customer’s location before the end of the sale.
- AND
- Do you have or will you have the inventory available?
- If so, “**Approve Order.**”



## Approving/Declining Orders in Bulk

Check  
box

☐ Select all in view

Approve Order

Decline Order

Show 5 Items

▼

Order #	Cookie Pkgs	Paid by	Deliver to	Delivery Address	Order Date	Days left to Approve
<input checked="" type="checkbox"/> 05073568	6	Jane-Anne Cathcart	Jane-Anne Cathcart	135 Main St, Hancock, MA	12/02/2019	4
<input type="checkbox"/> 05073570	6	Joseph Matimora	Joseph Matimora	14280 SE Fisher Way, Apt 10D, Cincinnati, OH	12/02/2019	4

Once you approve or decline you can't change the action and an email is deployed to the customer.

### Approve Delivery for Cookie Orders

Orders selected: 2

#### Items to check before you approve order delivery for Jennifer:

- You have all the cookies on hand or can obtain them from your troop.
- You are willing and able to travel to the delivery address.
- You will contact the customer to arrange a delivery date and time.

When you approve delivery of these orders, the customer's credit card will be charged for the cookies and Jennifer will be able to see all order details including the customer's name and contact information. Don't forget it's important to mark when she's delivered the cookies!

CANCEL

Approve Order

# Approving/Declining Orders Individually

*Once approved:  
customers receive  
an email to expect  
their cookies  
within two weeks  
of when you have  
them.*

## Digital Cookie Order

[Back to cookie order list](#)

**ACTION ITEM:** Check your cookie inventory and delivery address before you approve delivery. [Approve Now](#)

---

### Order Detail [Approve for Delivery](#)

**Order Number:** 05748366      **Order Status:** Needs Approval

**Deliver To:** Robert Crawford      **Order Type:** In-Person Delivery

**Delivery Address:**   
Louisville, Kentucky 40203      **Order Date:** 8/23/2023 10:38 AM CDT


**Delivery Phone:**      **Secondary Delivery Option:** Donate Order


**Ordered From:** My Cookie Website      **Approved to Deliver:** Pending Decision


**Order Paid By:** Robert Crawford      **Order Delivered:**   
[Add to customer list](#)

**Billing Email:**      **Billing Phone:**

### Cookies Selected

 Trefoils®, 2 pkgs

 Lemon-Ups®, 2 pkgs

 Girl Scout S'mores®, 2 pkgs

### Order Summary

Purchased Packages:	6	\$30.00
Subtotal:		\$30.00
In-person Delivery:		Free
<b>Order Total:</b>		<b>\$30.00</b>
<b>Added to sales goal:</b>		<b>6 pkgs</b>

### Approve or Decline Delivery

**Items to review before you approve order delivery for haHhnh:**

- You have all the cookies on hand or can obtain them from your troop.
- You are willing and able to travel to the delivery address.
- You will contact the customer to arrange a delivery date and time.

When you approve this order, the customer's credit card will be charged and haHhnh can see all order details including the customer's name and contact information. Don't forget it's important to mark when she's delivered the cookies!

[Decline Order](#)

[Approve Order](#)

## Decline Delivery for Cookie Orders

Secondary options your customers selected if their order is declined:

### DONATE: 2 Orders

If you decline to deliver these orders, the customer's credit card will be charged and the cookies will be donated. Each donated order will count towards cookie sales.

### CANCEL: 0 Order

If you decline to deliver these orders, the customer's credit card will not be charged as the order is cancelled.

If an order is declined, it cannot be re-approved or changed.

[Cancel](#)

[Decline Order](#)

## Orders to Deliver

Orders must be marked as delivered to update cookie inventory correctly.

### 2 Orders to deliver

Click on a name to mark when the cookies were delivered. ⓘ

Select all

☐

Select all

Order Delivered

Export Orders

Show 5 Items



OR

Select a customer

☐

Order #

Cookie pkgs

Deliver to

Delivery Address

Order Date

Initial Order



05748406

8

Becky Harrigan

1231 Upas St, San Diego, CA

8/23/2023

☐

05748438

9

joanne bertucci

15171 Bangy Rd, Lake Oswego, OR

8/23/2023



# Completed Orders

Customers not added to the customers list will not roll over to the following year.

## Digital Cookie Online Orders

### 3 Completed Digital Cookie Online Orders



Select all

[Add to Customer List](#)[Export](#)

Show 10 Items



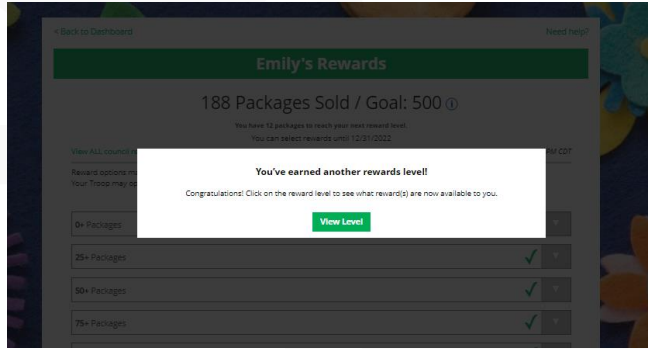
		Paid by	Order #	Cookie pkgs	Order Date	Order Type	In Customer List
<input checked="" type="checkbox"/>	<a href="#">View</a>	Nina Smith	00112249	10	6/26/2023	Shipped	
	<a href="#">View</a>	Jasmin Winter	00112247	7	6/26/2023	In Person	<input checked="" type="checkbox"/>
	<a href="#">View</a>	Jane-Anne Cathcart	00112245	5	6/26/2023	Shipped	<input checked="" type="checkbox"/>



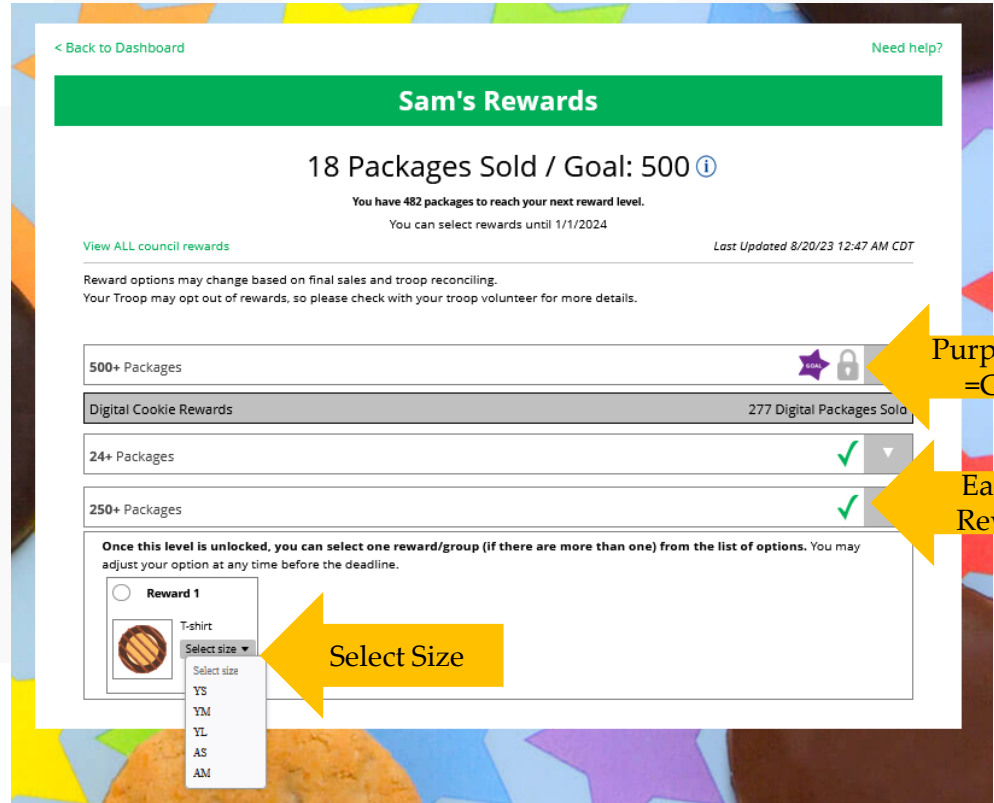
Grow your customer list! Select checkboxes for the names you want to add.

[Need Help?](#)

# My Rewards Tab



As Girl Scouts earns a reward, they will see a message on their “My Rewards” tab letting them know they earned another reward.



# My Cookies Tab-Inventory by Variety cont.

- 1. Current Inventory
- 2. Pending Delivery/To Approve
- 3. Inventory Needed

Jan's Cookies

Go to Delivery Settings

View entered Initial Inventory

Jan's Packages: 16

This number reflects all packages currently credited to your Girl Scout by the troop cookie volunteers. This number may not be the same as the data on your progress bar.

Jan's Cookies Inventory (Packages) 0

Girls should enter the cookies they sold/delivered to customers that were not paid for in digital cookie.

My Offline Sales0▼

1

2

3

Current Inventory6▲

NOTE: Numbers may differ from the Initial Order entered and is determined by the troop leader. Please contact your troop leader for more information.

Variety	Available
Thin Mints®	4▲
RECEIVED:	
Initial Order	4
Additional Inventory	0
DELIVERED:	
Offline Sales	0
"In Hand" App Sales	0
Delivered Online Sales	0
CURRENT INVENTORY	4
Trefoils®	0▼
Samoas®	0▼
Do-si-dos®	0▼
Tagalongs®	2▼
Toffee-tastic®	0▼
Girl Scout S'mores®	0▼
Lemon-Ups®	0▼
Adventurefuls®	0▼
TOTAL	6▼

Pending Delivery/To Approve7▲

Variety	Pending
Thin Mints®	5▼
Tagalongs®	2▼
TOTAL	7▼

Inventory Needed1▲

Variety	Available
Thin Mints®	1▲
Current Inventory	4
Pending	5
TOTAL NEEDED	1
Trefoils®	0▼
Samoas®	0▼
Do-si-dos®	0▼
Tagalongs®	0▼
Toffee-tastic®	0▼
Girl Scout S'mores®	0▼
Lemon-Ups®	0▼
Adventurefuls®	0▼

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# My Cookies Tab-Inventory by Category

- 1. Current Inventory
- 2. Pending Delivery/To Approve
- 3. Inventory Needed

Quinn's Cookies

[Go to Delivery Settings](#)[View entered Initial Inventory](#)

Quinn's Packages: 212

This number reflects all packages currently credited to your Girl Scout by the troop cookie volunteers. This number may not be the same as the data on your progress bar.

Quinn's Cookies Inventory (Packages) ⓘ

Girls should enter the cookies they sold/delivered to customers that were not paid for in digital cookie.

My Offline Sales

1

2

3

0 ▼

Current Inventory29 ▲

NOTE: Numbers may differ from the Initial Order entered and is determined by the troop leader. Please contact your troop leader for more information.

Category	Available
Cookie	13 ▼
Specialty	16 ▼
TOTAL	29 ▲
RECEIVED:	
Initial Order	51
Additional Inventory	29
DELIVERED:	
Offline Sales	0
"In Hand" App Sales	0
Delivered Online Sales	51
CURRENT INVENTORY	29

Pending Delivery/To Approve76 ▲

Category	Pending
Cookie	46 ▲
Unapproved (Online Delivery)	34
Undelivered (Online Delivery)	12
CURRENT PENDING	46
Specialty	30 ▼
TOTAL	76 ▼

Inventory Needed47 ▲

Category	Available
Cookie	33 ▼
Specialty	14 ▲
Current Inventory	16
Pending	30
TOTAL NEEDED	14

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# My Cookies Tab-Financials

See how much money is owed for cookies and how that has been calculated.

## Quinn's Financials

Reflects cookies and payments entered by the troop cookie volunteer.

08/31/23 12:00 AM CDT

Initial Cookies (Order Card)	61 ▲
Council Charity (\$5.00)	10
Cookie Packages (\$5.00)	33
Specialty Packages (\$6.00)	18
<b>PACKAGES</b>	<b>61</b>

Additional Cookies Received	37 ▲
Council Charity (\$5.00)	8
Cookie Packages (\$5.00)	13
Specialty Packages (\$6.00)	16
<b>PACKAGES</b>	<b>37</b>


Payments	\$392.00 ▲
Online Paid	\$387.00
Offline Paid	\$5.00
<b>TOTAL PAID</b>	<b>\$392.00</b>

Total Balance Due	\$42.00 ▲
Total Money Owed	\$434.00
Total Money Paid	\$392.00
<b>TOTAL BALANCE DUE</b>	<b>\$42.00</b>



# My Cookies Tab-Delivery Settings


## Girl Scout Delivery Settings ⓘ

 Allow my Girl Scout to deliver cookies










Your girl's Digital Cookie site and mobile app let a customer choose whether to have their cookies shipped or **delivered in person**. Having both options can increase sales. You can choose to make delivery inactive if needed, and turn it back on when you're ready.

☒ **ACTIVE** Allow Girl Scout delivery on my girl's cookie site and mobile app

☐ **INACTIVE** Remove Girl Scout delivery from my girl's cookie site and mobile app

 My inventory for Girl Scout delivery

If you're out of stock for a cookie, you can turn off delivery. Sam's cookie site and mobile app will update to reflect your settings. You can turn delivery back on at any time once you get stock. Customers can still purchase and ship cookies that are turned "off".

 Adventurefuls®	<input type="radio"/> Off <input checked="" type="radio"/> On	 Lemon-Ups®	<input type="radio"/> Off <input checked="" type="radio"/> On
 Trefoils®	<input type="radio"/> Off <input checked="" type="radio"/> On	 Do-si-dos®	<input checked="" type="radio"/> Off <input type="radio"/> On
 Samoas®	<input type="radio"/> Off <input checked="" type="radio"/> On	 Tagalongs®	<input type="radio"/> Off <input checked="" type="radio"/> On
 Thin Mints®	<input type="radio"/> Off <input checked="" type="radio"/> On	 Girl Scout S'mores®	<input type="radio"/> Off <input checked="" type="radio"/> On
 Toffee-tastic®	<input checked="" type="radio"/> Off <input type="radio"/> On		

Cancel

Update delivery settings

# Cheers Tab

Girl Scouts can see and send cheers from their dashboard or Cheers tab.

The screenshot displays the Girl Scouts digital cookie platform interface. At the top, the navigation bar includes links for Shop, My Account, and Log Out. The main navigation menu features several tabs: Home, Badges, Learning, Site Setup, Customers, Orders, My Rewards, My Cookies, and Cheers. The Cheers tab is highlighted with a yellow box and a yellow arrow pointing to it. Below the navigation bar, the main content area is titled "Nadda's Digital Cookie® Platform". It includes a welcome message for "sesiMaM!" and a section for "COOKIE SALES PROGRESS" with a timer showing 1 day, 9 hours, 16 minutes, and 58 seconds remaining. A message states "You don't have any new cheers." with a "Send a Cheer" button. The bottom section shows sales goals: "My Sales Goal 0 packages", "Packages Sold 0", and "Packages to Sell 0", each with an "UPDATE" button. A "REWARDS" icon is also present. On the right, it says "0 packages credited by troop volunteer" and "Your troop reached the goal!" with a progress bar indicating "Our goal 20 packages".

## Sending A Cheer

To send a Cheer, Girl Scouts can click Pick a cheer to send next to the Girl Scout they want to cheer.

**Send a Cheer to Girl Scouts in your Troop**

**Cheer on the members of Troop 4118!**  
Your fellow Girl Scouts are working hard this cookie season. Send your troop members some words of encouragement.

Search for a Troop Member:  **Search**

TROOP MEMBER ▲	GOAL PROGRESS ▲	
coConoCnn s	0% <input type="text"/>	Pick a cheer to send ✓
Grecc l	100% <input type="text"/>	Pick a cheer to send ✓

Grecc l 100%  **Close** ▲

Choose a Message  
 ▼

Choose a Picture  
☐ ☐ ☐ ☐ ☐ ☐

**Preview your Cheer**  
 You're awesome  
from coConoCnn se00aP

**Send This Cheer**

Girl Scouts can only send to other girls in their troop but can receive Cheers from customers and leaders, and other girls in their troop.

# Viewing Cheers

The dashboard will alert Girl Scouts when a new Cheer has been received.

## coConoCnn's Digital Cookie® Platform

Welcome, leetzbEbb!

Digital Cookie can help boost your sales, sharpen your entrepreneurial skills, and power unique adventures for you and your troop year-round!

COOKIE SALES END IN

94 7 24 59

DAYS HRS MIN SEC

COOKIE SALES PROGRESS ⓘ

Offline Sales

Online Sales

0

0

0 packages credited by troop volunteer ⓘ

Sales last updated 7/28/23 4:00 PM CDT

My Sales Goal

0 packages

Packages Sold

0

Packages to Sell

0

My Troop

You have 2 new cheers to look at!

0 packages credited by troop volunteer ⓘ

Sales last updated 7/28/23 4:00 PM CDT

**My Recent Cheers** [View All Cheers](#)

Here are your latest cheers. You can send a cheer back to any troop member or press "X" to dismiss the cheer permanently.

You're crushing it

from coConoCnn's

Cheer Back

You're awesome

from coConoCnn's

Cheer Back

< Previous

Next >

My Sales Goal

Packages Sold

Packages to Sell





## Customer View

# Customer View-Email



How close do you like to stay to home?

How to Reconnect



### Visit my Digital Cookie® site

Dear Kaitlin,

Ready to purchase your favorite Girl Scout Cookies? Now it's easier than ever! You can order these delicious, purpose-filled cookies through my Digital Cookie® site.

The best part? When you order Girl Scout Cookies from me, you're helping me learn essential life skills—all while supporting the largest girl-led entrepreneurial program in the world.

Cookie proceeds stay local, so your purchase helps me and my Girl Scout troop experience amazing adventures all year long.

If you've already bought Girl Scout Cookies this year, thank you! There's still time to place another order. Consider stocking up for yourself, buying for friends and family, or donating to Water Street Mission.


Pretty sweet, right?

[ORDER COOKIES](#)

Thank you!

Ayla  
Girl Scout Cookie Program  
Girl Scouts Heart of Pennsylvania

**Questions?**  
[Contact customer service.](#)



Have a question?  
[Contact us](#) for more information.

[Frequently Asked Questions](#)

This email was sent to: [kayla@mail.ayla.net](#)

The GIRL SCOUT® name and mark, and all other registered trademarks and slogans, including but not limited to THE GIRL SCOUT COOKIE®, THE GIRL SCOUT COOKIE PROGRAM®, COOKIES ARE MY SUPERPOWER®, THE GIRL SCOUT COOKIE®, LEADERSHIP®, ADVENTURE BEGINS®, THE GIRL SCOUT®, and the "Girl" design, are owned by Girl Scouts of the USA.


Opt out of Digital Cookie email for this season.

[Privacy Policy](#) | [License/Use](#) | [Manage Preferences](#)

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4401 Old Avenue New York, NY 10008



# Customer View-Placing Order



My Cookie Story

go to disney learn to run a business

483 Packages Left To Go!

Help me reach my goal. Thanks for your support.

0

50

100

150

200

250

300

350


400

450

500


donate a few for 2X the benefit.

Click on a cookie image to learn more!




Thin Mints®

\$6.00




Samoas®

\$6.00




Tagalongs®

\$6.00




Adventurefuls®

\$6.00




Do-si-dos®

\$6.00




Trefoils®

\$6.00




Lemon-Ups®

\$6.00




Girl Scout S'mores®

\$6.00



Toffee-tastic®

\$6.00



Donate Cookies

\$6.00

PRICE

QTY

AMOUNT

0

50

100

150

200

250

300


350

400

450

500

Meet the Cookies



Trefoils®

Iconic shortbread cookies

ORDER SUMMARY

QTY

AMOUNT

TOTAL


\$0.00

CHECKOUT

FAQs on Cookie Orders

Customer enters package quantity

Checkout



Gift Box

Send 6 cookie packages in a gift box for an additional \$5.00.

SHIPPING ONLY

+ Add Gift Box

QUANTITY

AMOUNT


CHOOSE YOUR DELIVERY METHOD

Delivery methods cannot be combined.

☐ Ship the cookies

4 package minimum.


See details



☐ Have Girl Scout SahSS deliver the cookies

Have your order delivered for free.

See details



Select Delivery Method

# Customer View-Checkout

Order Checkout

DELIVER TO

First Name

Last Name

C/O or Company Name (optional)

Address 1

Address 2 (optional)

City

State

Zip Code

Phone Number

Billing Email

(in case we need to reach you)

CONTINUE





ORDER PREFERENCES

CONNECT WITH GIRL SCOUTS (optional)

PAYMENT DETAILS

YOUR COOKIE ORDER

Edit

	QTY	AMOUNT
 Thin Mints®	4	\$24.00
 Adventurefuls®	2	\$12.00
 Trefoils®	2	\$12.00
 Donate Cookies	5	\$30.00
Subtotal		\$78.00
<u>In-Person Delivery</u>		FREE
<b>TOTAL</b>		<b>\$78.00</b>

※ If your In-Person delivery order is approved within 5 days, you'll be contacted by Girl Scout Jan and her caregiver to arrange delivery. Thanks for your patience.  
All sales are final.

PLACE ORDER

※ By clicking the PLACE ORDER button, I agree to be bound by the [Terms of Use](#) and [Privacy Notice](#).

I have read, understand, and accept that all sales are final and cannot be changed or cancelled once placed. Please verify all billing, delivery address information, and items selected for purchase are correct before submitting your order.

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# Customer View-Confirmation

Order Checkout

DELIVER TO [Edit](#) ✓

Amelia Gabbie  
1231 Upas St  
San Diego, CA 92103-5127  
619-867-5309  
mgtags22@gmail.com

ORDER PREFERENCES [Edit](#) ✓

Getting your order delivered by Girl Scout Jan requires approval by her parent. If your order is not approved within 5 days, what would you like to do?  
[✓ Donate my order to: Cancer Society](#)

CONNECT WITH GIRL SCOUTS [\(optional\)](#) [Edit](#) ✓

Connect with Girl Scouts  
[✓ I was a Girl Scout!](#)

PAYMENT DETAILS

Pay with card

VISA

MasterCard

Discover

Cardholder Name

Amelia Gabbie

Card Number

XXXX XXXX XXXX

Expiration Date (MM/YY)

CVV (3 digits)

02 / 26

123

Choose another way to pay

Billing Address

☒

Same as Delivery Address

Please review your cookie order and select "Place Order".

YOUR COOKIE ORDER

[Edit](#) ✓

Thin Mints®

5

\$30.00

Adventurefuls®

3

\$18.00

Trefoils®

2

\$12.00

Donate Cookies

3

\$18.00

Subtotal

\$78.00

In-Person Delivery

FREE

TOTAL

\$78.00

\* If your In-Person delivery order is approved within 5 days, you'll be contacted by Girl Scout Jan and her caregiver to arrange delivery. Thanks for your patience.  
All sales are final.

PLACE ORDER

\* By clicking the PLACE ORDER button, I agree to be bound by the [Terms of Use](#) and [Privacy Notice](#).

I have read, understand, and accept that all sales are final and cannot be changed or cancelled once placed. Please verify all billing, delivery address information, and items selected for purchase are correct before submitting your order.

Thanks for your order!

[Print](#)

Your Girl Scout cookie order was placed on **June 21, 2023**. Your order number is **#00112185**.  

\* A confirmation email with your order details will be sent to: [mgtags22@gmail.com](mailto:mgtags22@gmail.com)

\* Your order has been sent for parent approval. This could take up to 5 days.

\* If your delivery request is approved, you'll be contacted by the Girl Scout when she can deliver the cookies. In-Person delivery will be fulfilled based on the Girl Scout's personal supply of cookies, local availability, and the timing of the order. We appreciate your patience.

\* If In-Person delivery is not approved, your order will be canceled.

YOUR ORDER

AMOUNT

Thin Mints® 5 packages

\$22.50

Order Subtotal

\$22.50

In-Person Delivery

FREE

TOTAL PAYMENT

\$22.50

All cookie sales are final

Thank you for supporting Test1001 with your purchase of delicious Girl Scout cookies.

The Girl Scout cookie program is the largest girl-led entrepreneurial program in the world.

Tell Test1001 "THANKS FOR THE COOKIES"

Send a Cheer

Thanks for your purchase. You've earned your Digital Cookie Patch! Download and Share

MORE FROM GIRLSOUTS

Place a new order

Join Girl Scouts

Become a Volunteer!

Send Girl Scout a Cheer

Place another order

33

## Digital Cookie Shipping Fees

Package Bracket	Digital Cookie 2023-2024 Consumer Charged Flat Fee
4-8	\$12.99 (tier A)
9-12	\$14.99 (tier B)

*For orders of 13 packages or more shipping is calculated as follows:*

*13 packages of cookies: tier B (12 packages) + tier A (1 more package) = \$27.98*

*25 packages of cookies: tier B x 2 (24 packages) + tier A (1 more package) = \$42.97*

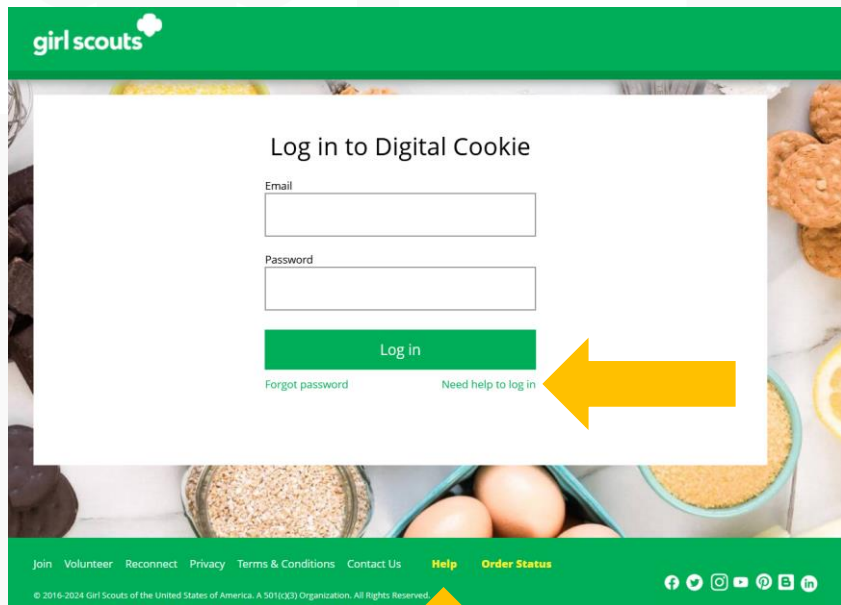
*\$5.00 surcharge to orders shipping to Hawaii, Alaska, Puerto Rico, APO/FPO/DPO, Guam and US Virgin Islands*

- Don't make the decision for your customers, the answer is always no unless you ask.
- Customers want the cookies and are willing to pay shipping
- They have the option to not purchase shipped and still donate-that is more sales than not asking



## Digital Cookie Help Center

## Your go-to place if you need support!



girl scouts

### Log in to Digital Cookie

Email

Password

**Log in**

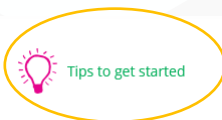
[Forgot password](#) [Need help to log in](#)

[Join](#) [Volunteer](#) [Reconnect](#) [Privacy](#) [Terms & Conditions](#) [Contact Us](#) [Help](#) [Order Status](#)

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### Customer List

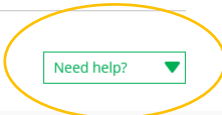
Send marketing emails, keep customer information up-to-date, and track orders.



☐ Select All   Send Marketing Email   [Add Customer](#)   [More...](#)   Show 10 Items ▼


Name	Email Address	Last Emailed	Email Title	Email Status	Total Orders	Total Pkgs
<input type="checkbox"/> <a href="#">Cindy Lou</a>	Yes				0	0
<input type="checkbox"/> <a href="#">Cookie Monster2</a>	Yes	8/10/2023	Thank you		3	18


Total customers: 2   Total emails sent: 0   Total unique customers emailed: 0




Select which role and category you need support on.

## Help

 Parents and Girl Scouts

 Volunteers

 Your Customers

Account setup

- registration • settings • password

[see FAQs](#)

Cookie site setup

- set goals • your girl's story • approvals

[see FAQs](#)

Customer records

- import • add/delete • send emails

[see FAQs](#)

Cookie orders

- details • approve • order types

[see FAQs](#)

Mobile app

- orders • approvals • credit cards

[see FAQs](#)

My rewards

- view rewards • select rewards

[see all FAQs](#)

Badges and learning

- how to earn • games and videos

[see FAQs](#)

Quick tip instructions

- various topics • step-by-step pdfs


[see list](#)


Quick tip videos


- various topics • short videos


[see list](#)

[Need more help? contact customer support](#)



 Parents and Girl Scouts

 Volunteers

 Your Customers

Account setup

- registration • settings • password

[see FAQs](#)

Cookie site setup

- set goals • your girl's story • approvals

[see FAQs](#)

Customer records

- import • add/delete • send emails

[see FAQs](#)

PARENTS AND GIRL SCOUTS

Account setup

Getting Started

**If you need help with Account Setup,**  
Read our [Guide to Digital Cookie in Easy Steps](#) .

**For Shipping-only councils,** watch this [video tutorial](#).

**For councils participating in In-Person Delivery and Shipping,**  
watch this [video tutorial](#).

Registration


Settings


Account Locked


Inside, each category will have detailed instructions, links to tip sheets, or even video tutorials to help you.

After looking, still can't find what you need? Contact customer support.

## Help

**Parents and Girl Scouts**

**Volunteers**

**Your Customers**

**Account setup**

- registration
- settings
- password

[see FAQs](#)

**Cookie site setup**

- set goals
- your girl's story
- approvals

[see FAQs](#)

**Customer records**

- import
- add/delete
- send emails

[see FAQs](#)

**Cookie orders**

- details
- approve
- order types

[see FAQs](#)

**Mobile app**

- orders
- approvals
- credit cards

[see FAQs](#)

**My rewards**

- view rewards
- select rewards

[see all FAQs](#)

**Badges and learning**

- how to earn
- games and videos

[see FAQs](#)

**Quick tip instructions**

- various topics
- step-by-step pdfs


[see list](#)

**Quick tip videos**

- various topics
- short videos

[see list](#)

Need more help? [contact customer support](#)



## Contact Us

**Account Management**

- Registration
- Locked account / Password reset
- Incorrect account information

**Cookie Page Setup**

- Cookie page setup

**My Cookie Customers**

- Customer list
- Marketing emails

**My Cookie Orders**

- Order details
- Order issues
- Mobile app


**FAQs**

- FAQs on all topics

**Additional Topics**


- eBudde™
- System errors
- Other questions or issues


**How are we doing?**


**Share ideas & feedback**


## Tutorials

**4 EASY STEPS**  
to Get Started with Digital Cookie

**Learn About Cookie Orders**

**How to Use Your Troop Dashboard**

**Tip sheets**



Click the topic you need help with and complete the form for more assistance.

Or click the Live Chat button to chat with a Digital Cookie support agent during business hours.

# Thank You

Presenter Name:

Presenter Title:

Contact Info:



# Appendix



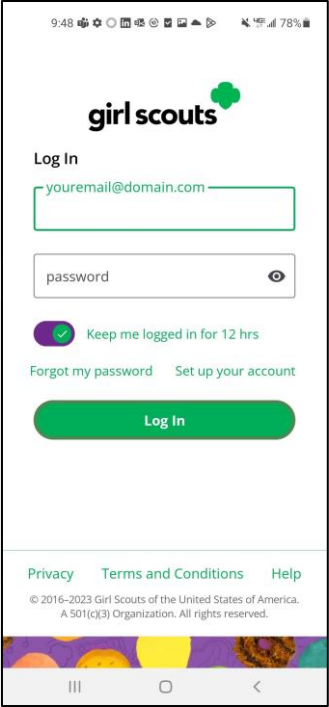


## Mobile App

# Mobile App-Logging In



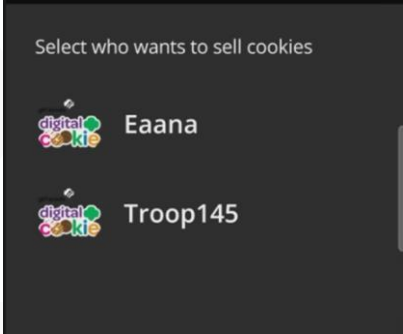
Download the mobile app from the app store



Log in to the app using the same email and password created in Digital Cookie.

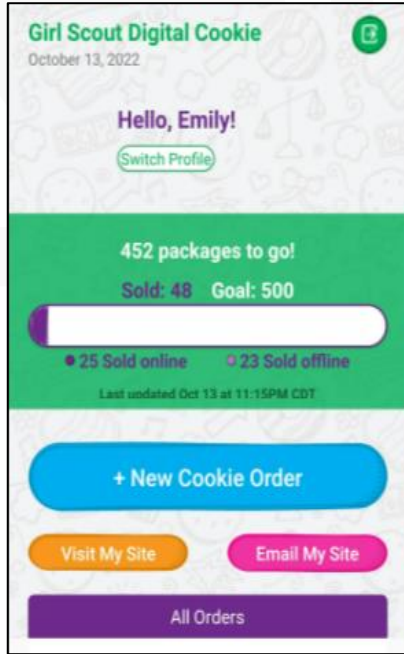


Girl Scout and troop sites must be set up in Digital Cookie using a browser first, before accessing the mobile app.

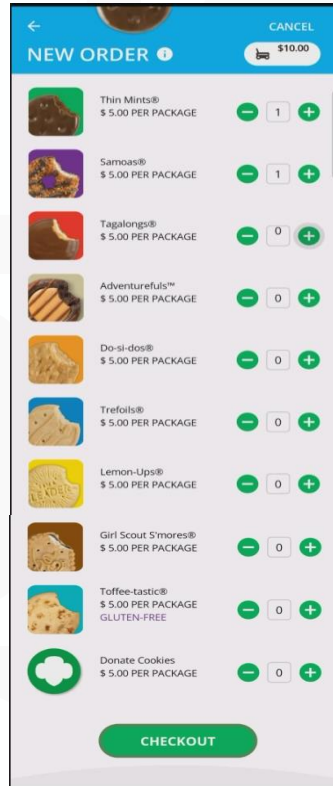


Select from the Girl OR the Troop persona. Troop login means the sales go to the whole troop-like at a booth.

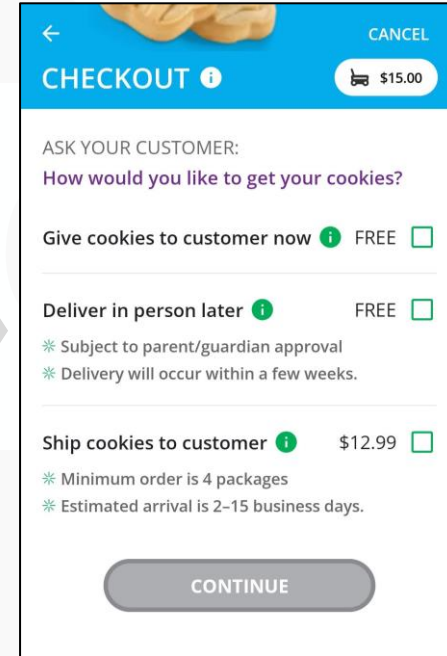
# Mobile App-Making a Sale



Taking an order and viewing your orders are the main functions.



Enters the customer's order, click Checkout to continue.



Girl can select to "Give cookies to customer now" for face-to-face transactions (only if they can hand the box to the customer at the time of purchase).

# Mobile App-Making a Sale

CANCEL

CHECKOUT ⓘ

\$20.00

Ship cookies to customer

Ship to ⓘ

First

Last

Phone

Are you sending the Cookies in "care of" another person or to a company?

Address 1

Address 2 (Optional)

City

CANCEL

CHECKOUT ⓘ

\$20.00

Last

Phone

Are you sending the Cookies in "care of" another person or to a company?

Address 1

Address 2 (Optional)

City

State

ZIP

REVIEW ORDER

CANCEL

REVIEW ORDER ⓘ

\$15.00

1 Thin Mints® \$5.00

1 Adventurefuls® \$5.00

1 Trefoils® \$5.00

SUBTOTAL \$15.00

Give cookies to customer now

NOT sold at a booth

TOTAL \$15.00

Edit Order

Do not use public wi-fi to send your order

Do not hand your mobile device to the customer

ASK YOUR CUSTOMER:

Which credit card would you like to use?

(Visa, Mastercard, Discover, American Express)

Card Number

Scan Card

CANCEL

REVIEW ORDER ⓘ

\$15.00

Card Number

Scan Card

Expiration

Month

04-April

Year

2028

Name on credit card and contact details:

First

sue

Last

jones

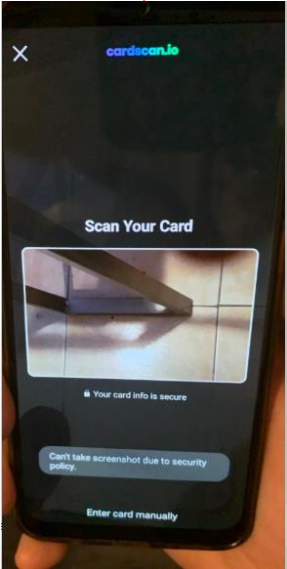
Billing Email

anythin@testmail.com

ZIP

12345

PLACE ORDER

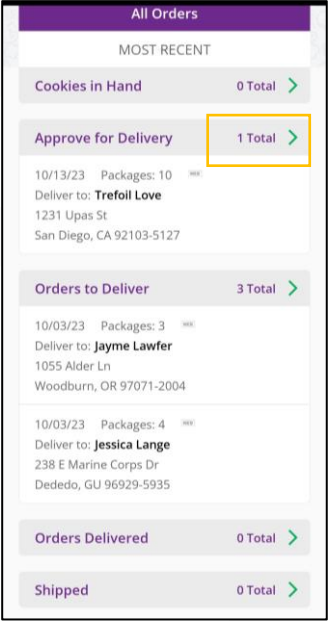


Delivery or shipped orders

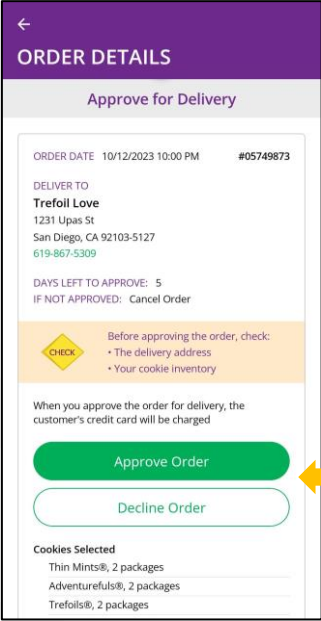
In-hand (Give cookies to customer now) orders

Scan Card

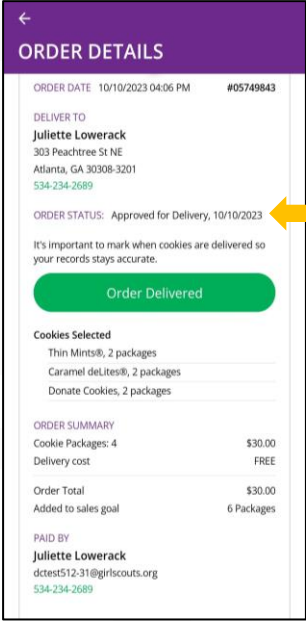
# Mobile App-Viewing Orders



Click the green arrow in the section of orders you want to see more details.



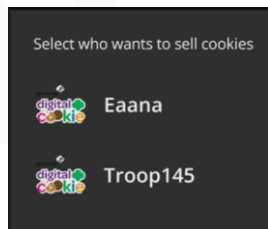
Approve/  
Decline Order



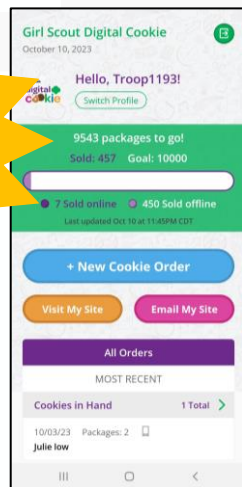
Order Status

Details about that customer's order including address, packages purchased, order status, and more.

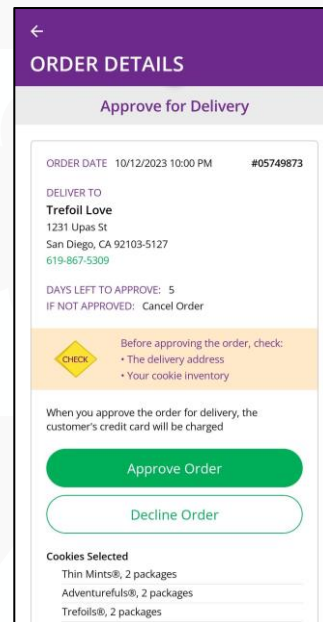
# Mobile App-Troop View



Volunteers who do not have a Girl Scout can still log into Digital Cookie as the troop.



Troop View has the same options as the Girl Scout



All users will be able to approve/decline troop orders.