



# Cookie Open Office Hours

March 20, 2024

# Agenda

1. Distributing Cookie Booth sales to girls
2. Q&A

# Distributing Cookie Booth sales to girls

- Presentation by ABC Bakers rep on how to assign cookies from booth sales to Girl Scouts



# Cookie Transfers





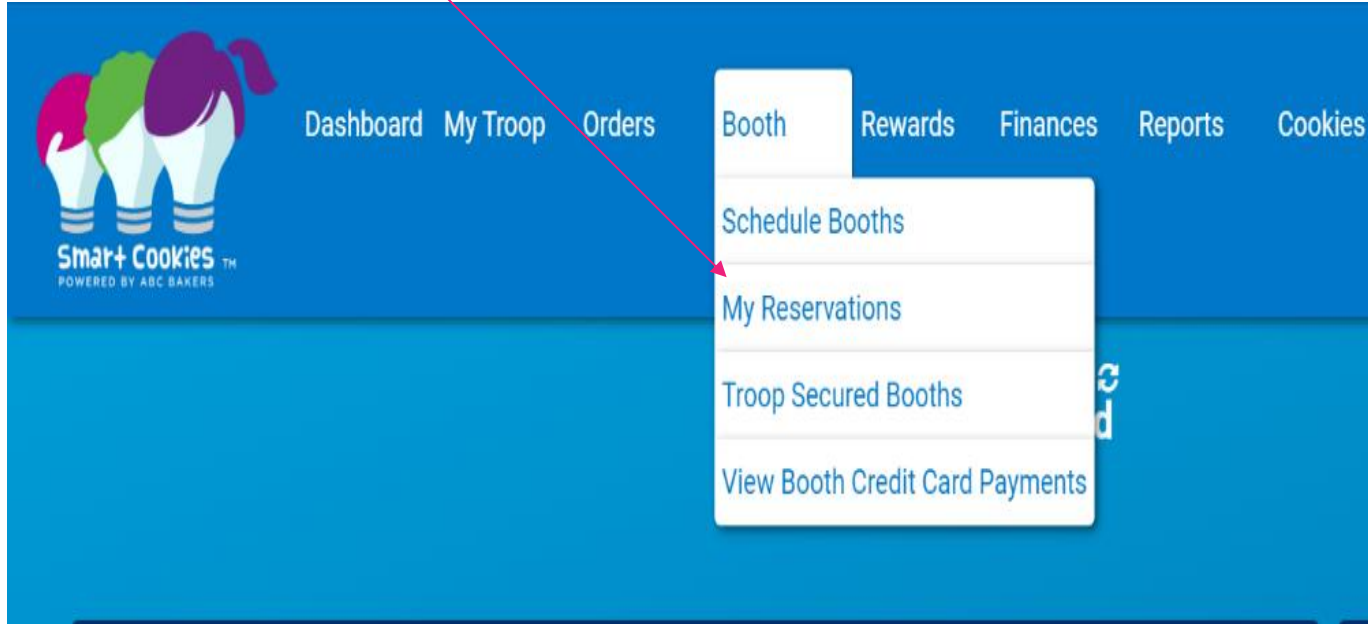
**Smart Booth Divider**

**Troop to Girl Transfer**

# Smart Booth Divider



# Booth > My Reservations



# Smart Booth Divider

Click on 3 dots at end of data row to find Booth Details – **Smart Booth Divider** – Remove Reservation

10 Results

Search

Show Confirmed Reservations  Show Pending or Denied Reservations  Booths left to distribute

STORE	ADDRESS	CITY	ZIP CODE	DATE	TIME	PREMIUM	TYPE	STATUS	QTY SOLD	TOTAL	
Chick-Fil-A	10975 Johns Hopkins Rd.	Laurel	20723	Feb 20	06:00 PM - 06:30 PM	<input checked="" type="checkbox"/>	FCFS		0	0	⋮
Bosco's	White Marsh Mall	White Marsh	21236	Jan 20	10:00 AM - 02:00 PM	<input type="checkbox"/>	FCFS		0	0	⋮
Farmer's Market	12165 Clarksville Pike	Clarksville	21029	Jan 21	10:00 AM - 02:00 PM	<input type="checkbox"/>	FCFS		0	0	⋮
Chick-Fil-A	10975 Johns Hopkins Rd.	Laurel	20723	Jan 01	04:00 PM - 07:00 PM	<input checked="" type="checkbox"/>	FCFS		0	0	⋮
Chrissy's Pet Store	1234 Midlothian Village Parkway	Midlothian	23112	Oct 07	10:00 AM - 12:00 PM	<input type="checkbox"/>	TROOP_SECURED	Booth Details	Smart Booth Divider	Remove Reservation	⋮

Booth Details: **Smart Booth Divider**: Remove Reservation



# Enter total packages sold, by variety

Click Save and Distribute Sales

The screenshot shows the 'Smart Booth Divider' interface for distributed sales. At the top, a navigation menu includes Dashboard, My Troop, Orders, Booth, Recognitions, Finances, Reports, Cookies, Tips & Tools, Media, and Help. The main header area contains the title 'Smart Booth Divider' and 'Distributed Sales'. Below this, a 'Booth Summary (Packages)' section provides details for the troop: Ukrops, 2640 Polaski Highway, Rosedale MD, 21237, on Saturday, January 20, from 12:00 PM to 02:00 PM. Summary statistics show 0 packages left to distribute, 0 packages distributed, and \$0.00 total sold. A table below lists package varieties with their respective counts: CShare (5), TAL (15), SMR (25), LEM (20), SB (11), TM (27), PBP (16), CD (22), PBS (19), GFT (8), and TRACKED CS (0). Two buttons are visible: 'Save and Go Back' and 'Save and Distribute Sales'. A large text box at the bottom prompts the user to 'Enter the packages sold during the booth sale to distribute the sale among the girls who participated.'

Package Variety	Count
CShare	5
TAL	15
SMR	25
LEM	20
SB	11
TM	27
PBP	16
CD	22
PBS	19
GFT	8
TRACKED CS	0

# Select Girls at the booth sale

### Select Troop Girls

Select Girls from your Troop to distribute the cookies sold during the booth sale. All

Lisa Cohen	<input checked="" type="checkbox"/>
Mona Griffin	<input checked="" type="checkbox"/>
Mona Knight	<input type="checkbox"/>
Phyllis Dennis	<input type="checkbox"/>
Shannon Gonzalez	<input checked="" type="checkbox"/>
Shari Phillips	<input type="checkbox"/>
Susan Myers	<input checked="" type="checkbox"/>
Tricia Christensen	<input type="checkbox"/>

# Divide any remaining packages in red

Smart Booth Divider  
Distributed Sales

Booth Summary (Packages)

Location: 8540 Pulaski Highway, Rosedale MD, 21227  
Saturday, January 20, 12:00 PM - 02:00 PM

Total Left to Distribute: **13**  
You MUST distribute all the packages left to the girls in your troop.

Total Distributed: **155**

Total Sold: **168**  
\$680.00

CS/Share	TAL	SMR	LEM	SB	TM	PBP	CD	PSB	GFT	TRACKED CS
5	15	25	20	11	27	16	22	19	8	0

Buttons: Cancel Distribution, Edit Booth Sales

5 Girls

GIRL_NAME	CS/Share	TAL	SMR	LEM	SB	TM	PBP	CD	PSB	GFT	TRACKED CS	PACKAGES
Faye Hill	1	3	5	4	2	5	3	4	3	1	0	31
Lisa Cohen	1	3	5	4	2	5	3	4	3	1	0	31
Mona Griffin	1	3	5	4	2	5	3	4	3	1	0	31
Shannon Gonzalez	1	3	5	4	2	5	3	4	3	1	0	31
Susan Myers	1	3	5	4	2	5	3	4	3	1	0	31
Packages left to distribute	0	0	0	0	1	2	1	2	4	3	0	13
Troop Total	5	15	25	20	10	25	15	20	15	5	0	155

Buttons: Edit Girls, Save

# Successful division message is displayed

**Smart Booth Divider**  
Distributed Sales

**Booth Summary (Packages)**

Location: 8642 Potomac Highway, Rockville MD, 21237  
Saturday, January 20  
12:00 PM - 02:00 PM

Total Left to Distribute: **0**      Total Distributed: **168**      Total Sold: **168**  
You MUST distribute all the packages sold to the girls in your troop.  
**\$680.00**

CShare	TAL	SMR	LEM	SB	TM	PBP	CD	PES	GFT	TRACKED CS
5	15	25	20	11	27	16	22	19	8	0

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**5 Girls** [Clear All](#)

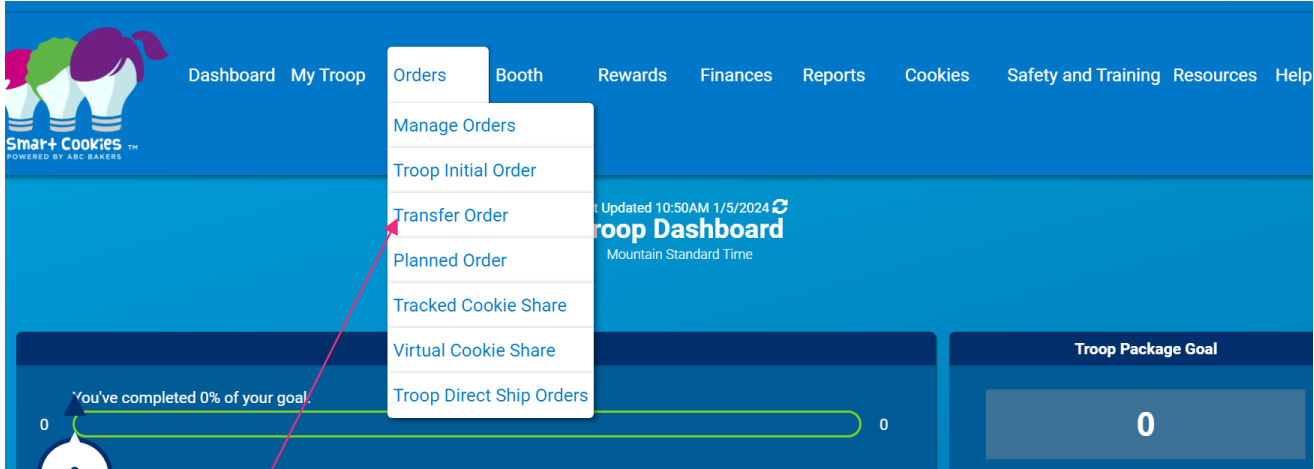
GIRL NAME	CShare	TAL	SMR	LEM	SB	TM	PBP	CD	PES	GFT	TRACKED CS	PACKAGES
Faye Hill	1	3	5	4	3	5	3	5	3	2	0	3
Lisa Cohen	1	3	5	4	2	6	3	4	4	2	0	3
*Iona Knight	1	3	5	4	2	6	3	4	4	2	0	3
Mana Griffin	1	3	5	4	2	6	3	4	4	2	0	3
Shannon Gonzalez	1	3	5	4	2	5	4	4	4	1	0	3
Susan Myers	1	3	5	4	2	5	3	5	4	1	0	3
Packages left to distribute	0	0	0	0	0	0	0	0	0	0	0	0
<b>Troop Total</b>	<b>5</b>	<b>15</b>	<b>25</b>	<b>20</b>	<b>11</b>	<b>27</b>	<b>16</b>	<b>22</b>	<b>19</b>	<b>8</b>	<b>0</b>	<b>168</b>

You have successfully distributed the packages sold to troop girls; T2G, Virtual Cookie Share transactions were created, and Tracked Cookie Share.



# Troop to Girl Transfer

# Navigate to Orders > Transfer Order



Types of Transfers:

Troop to Girl, Girl to Girl, Girl to Troop, Troop to Troop

# Select Troop to Girl Transfer

Drop down menu located in upper left corner

The screenshot shows a web application interface for selecting a troop to girl transfer. The interface is divided into several sections:

- TYPE OF TRANSFER:** A dropdown menu in the upper left corner is set to "Troop to Girl".
- From:** A section containing "SERVICE UNIT 654" and "TROOP 102". Below this, it shows "Quantity: 2955 Packages" and "Contact: Chris McDaniel | | centralmaryland.troop@outlook.com".
- To:** A section with three search boxes labeled "SERVICE UNIT", "TROOP", and "GIRL". The "GIRL" search box is active, displaying a list of names: Krista Brock, Lisa Cohen, Mona Griffin, Mona Knight, Phyllis Dennis, Shannon Gonzalez (highlighted), Shari Phillips, Susan Myers, and Tricia Christensen.
- Buttons:** An "Apply" button is located at the bottom center, and a "Reset" button is in the upper right corner.

Choose Type of Transfer, then choose girl from the list and choose Apply

# Note: Booth Cookies Vs. Physical Packages










Transfer Order

TYPE OF TRANSFER:  
Troop to Girl

From: SERVICE UNIT 654 TROOP 102  
Quantity: 2955 Packages Contact: Chris McDaniel | centralmaryland.troop@outlook.com

To: SERVICE UNIT 654 TROOP 102 GIRL Shannon Gonzalez  
Quantity: 900 Packages Contact: Catherine Smith | (804) 614-9999 | ccs1371@gmail.com

Clear Order

	Thank-A-Lot	\$40.00	<input type="text" value="5"/>	<input type="text" value="5"/>
	S'mores	\$40.00	<input type="text" value="5"/>	<input type="text" value="5"/>
	Lemonades	\$40.00	<input type="text" value="5"/>	<input type="text" value="5"/>
	Shortbread	\$40.00	<input type="text" value="5"/>	<input type="text" value="5"/>
	Thin Mints	\$40.00	<input type="text" value="5"/>	<input type="text" value="5"/>
	Peanut Butter Patties	\$40.00	<input type="text" value="5"/>	<input type="text" value="5"/>
	Caramel deLites	\$40.00	<input type="text" value="5"/>	<input type="text" value="5"/>
	Peanut Butter Sandwich	\$40.00	<input type="text" value="5"/>	<input type="text" value="5"/>
	Gluten Free Trios	\$50.00	<input type="text" value="5"/>	<input type="text" value="5"/>
Totals		\$370.00	45	45

Order Notes  
"Packages" are for Shannon's door to door sales. The "Booth Packages" are for her Booth event this Saturday.

Save

Girl Packages or Booth Packages



# Successful transfer confirmation

Confirmation appears at top of screen; print and other options available at bottom

**Transfer Order 61**  
Order Date: August 23, 2017 @ 10:42 AM  
TYPE OF TRANSFER:  
Troop to Girl

From: SERVICE UNIT 654 TROOP 102  
Quantity: 2955 Packages Contact: Chris McDaniel | | centralmaryland.troop@outlook.com

To: SERVICE UNIT 654 TROOP 102 GIRL: Shannon Gonzalez  
Quantity: 500 Packages Contact: Catherine Smith | (804) 614-9999 | csw1371@gmail.com

LAST EDITED: Catherine Smith ON: August 23, 2017

Clear Order			PACKAGES	BOOTH PACKAGES
	Thanks-A-Lot	\$40.00	<input type="text" value="5"/>	<input type="text" value="5"/>
	Smores	\$40.00	<input type="text" value="5"/>	<input type="text" value="5"/>
	Lemonades	\$40.00	<input type="text" value="5"/>	<input type="text" value="5"/>
	Shortbread	\$40.00	<input type="text" value="5"/>	<input type="text" value="5"/>
	Thin Mints	\$40.00	<input type="text" value="5"/>	<input type="text" value="5"/>
	Peanut Butter Patties	\$40.00	<input type="text" value="5"/>	<input type="text" value="5"/>
	Caramel deLites	\$40.00	<input type="text" value="5"/>	<input type="text" value="5"/>
	Peanut Butter Sandwich	\$40.00	<input type="text" value="5"/>	<input type="text" value="5"/>
	Gluten Free Treats	\$50.00	<input type="text" value="5"/>	<input type="text" value="5"/>
<b>Totals</b>		<b>\$370.00</b>	<b>45</b>	<b>45</b>

Order Notes  
"Packages" are for Shannon's Door to Door sales. The "Booth Packages" are for her Booth event this Saturday.

Save Delete Order  
Print Receipt  
Go to Manage Orders Make Another Transfer



**Thank you!**



Q & A

# Thank You

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