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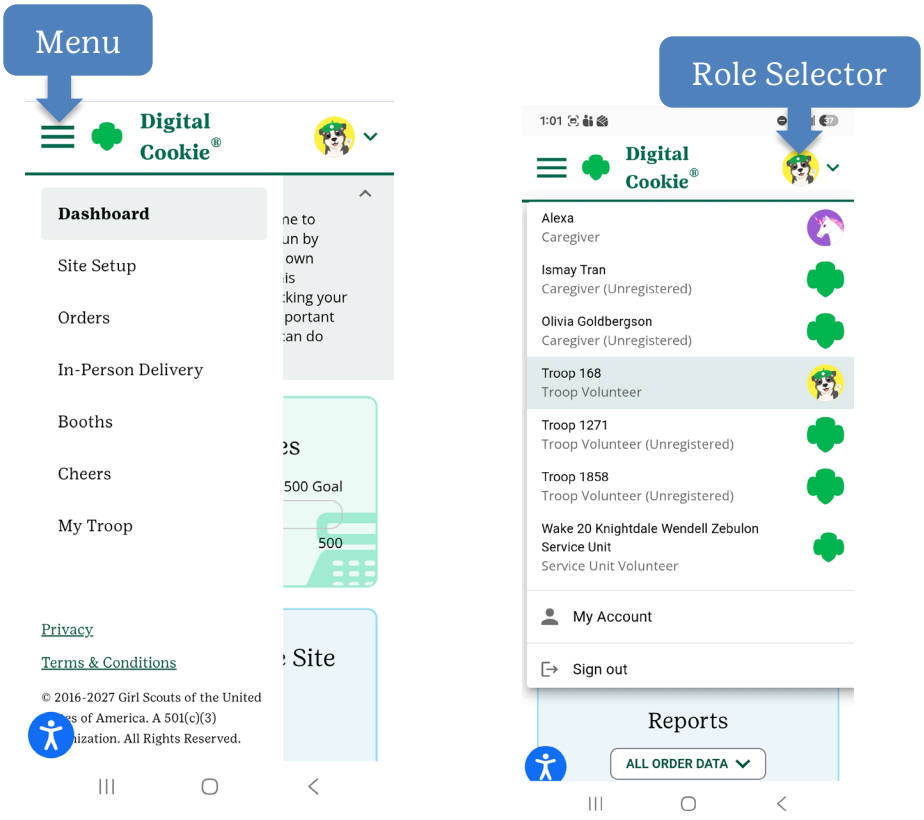
Troop Dashboard

Your Digital Cookie Dashboard is your go-to spot for everything you need to support your Girl Scouts and their caregivers during cookie season. It gives you quick access to tools, reports, and features that make managing troop sales easier.

All appointed Troop Leaders and Cookie Volunteers should have access to this dashboard when they log in to Digital Cookie.

Depending on your council, you may not have access to all the pages listed below.

Dashboard
Site Setup
Orders
In-Person Delivery
Booths
Cheers
My Troop



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Dashboard

The Dashboard is divided into various sections.

Message from Council

View council updates and messages here. Collapse this section anytime; it will reappear when new updates are posted.



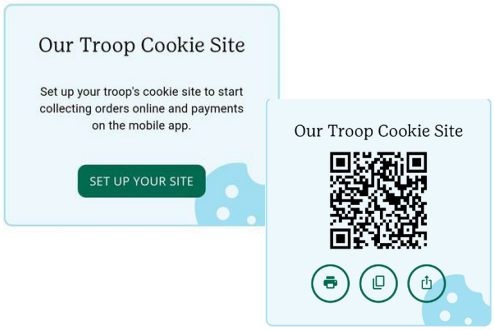
Troop Site Sales

Track sales coming through your troop's cookie site.



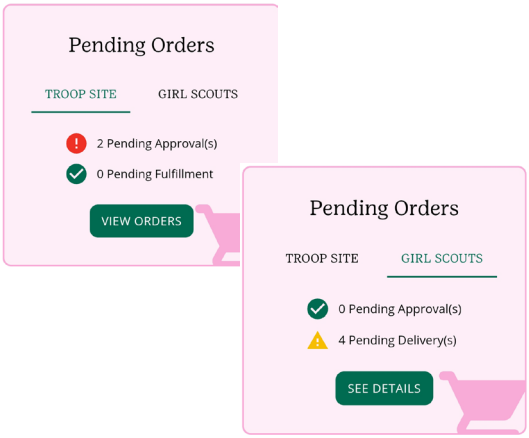
Our Troop Cookie Site

For details on setting up your troop site, check out the Troop Site Links tip sheet.



Pending Orders

See if your troop site or any Girl Scouts have orders waiting for approval or delivery.

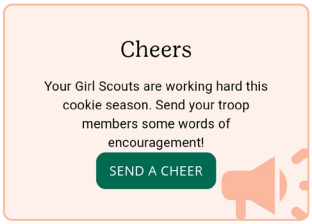


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Cheers

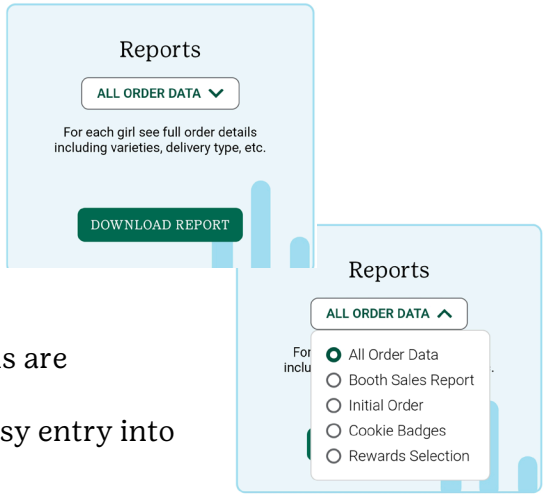
Send quick cheers to Girl Scouts in your troop to celebrate their efforts.



Reports

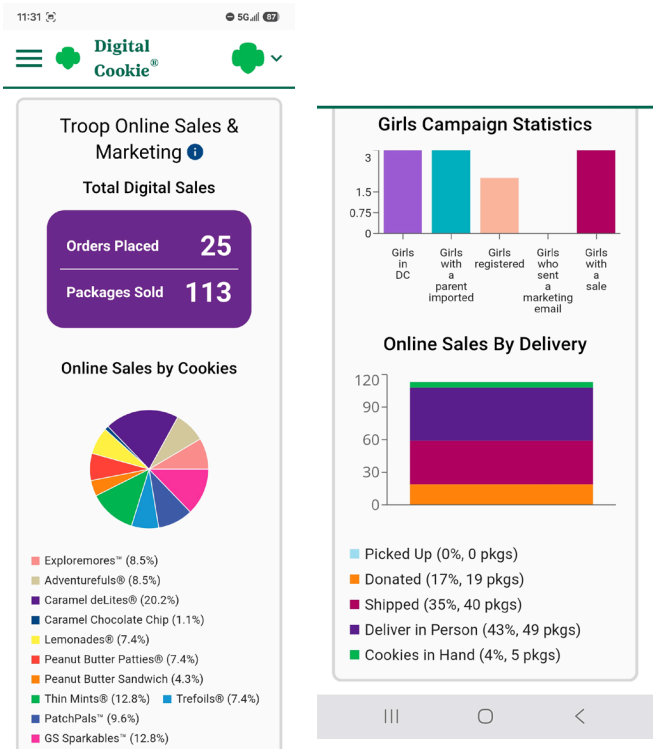
Access five helpful reports:

- **All Order Data** – Details for every order (troop site and Girl Scout orders).
- **Booth Sales Report** – Track, filter, and reconcile booth-specific sales, including cash and pickup orders.
- **Initial Order** – See initial orders submitted by parents in Digital Cookie. Orders sync directly to the baker system. (If applicable)
- **Cookie Badges** – See which badges and pins girls are completing.
- **Rewards Selection** – Pull reward choices for easy entry into the baker system (if applicable).



Troop Online Sales and Marketing

Monitor progress for each Girl Scout and make sure they're actively reaching customers.



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Site Setup
After your troop site is set up, you can return to the Site Setup page at any time to make edits or close the site. (*For additional details see the Troop Site Links tip sheet.*

Orders
The **Orders** page displays all orders placed through your troop's site. *(For additional details, see the "Orders" tip sheet.)*

In-Person Delivery
A centralized location for managing in-person delivery orders. Approve, decline, and mark orders as delivered as well as turn delivery options on/off and manage cookie varieties.
(For additional details, see the "In-person Delivery" tip sheet or the Delivery Settings" tip sheet.)

Booths
This section displays the booths your troop is signed up for in the baker system and allows you to schedule pick-up times for customers.
(*For additional details see the Booths tip sheet).*

Cheers
Troop Volunteers can send cheers to Girl Scouts in their troop, just like troop members can send cheers to each other. Note: Girl Scouts cannot send cheers back to volunteers.
(*For additional details see the Cheers tip sheet.*)

My Troop
Use this tab to view detailed sales information for each Girl Scout in your troop.
(*For additional details see the My Troop tip sheet.)*

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