

Family- Quick tips for M2OS

Scan to go to our Fall
FUNdraiser resources



Before the Sale

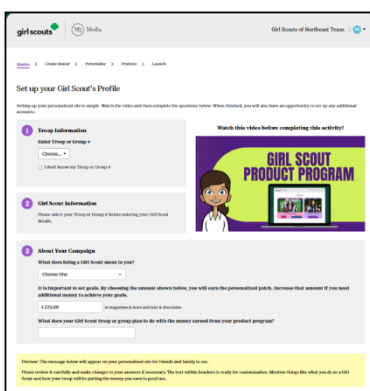
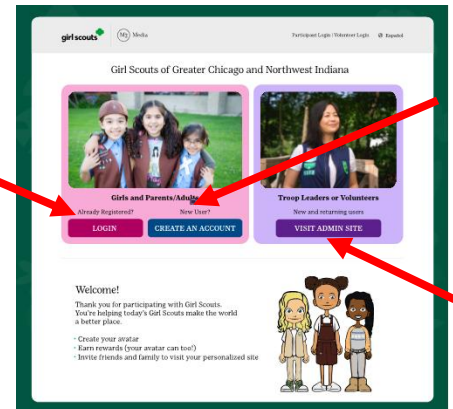
The options that follow will be available to families and Girl Scouts starting on Go Day, the first day of the Fall FUNdraiser.

Register: You can register your girl for the Fall FUNdraiser using any of the options below:

- Your troop may send you an email with a link and invitation to access the site on Go Day
- Go to: <https://www.gsnutsandmags.com/GSRV>
- Go to cookies.girlscoutsvr.org and navigate to the Fall FUNdraiser information

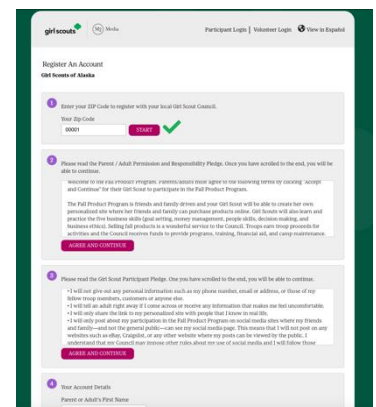
Create Account:

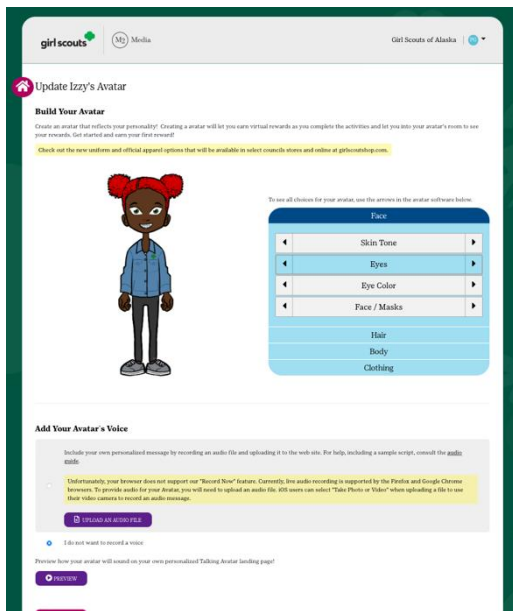
1. **For Returning Users:** If you have used M2OS in a previous Fall FUNdraiser, click *Login* and enter your existing username and password on the next screen. Use the forgot password option to reset your password if needed.
2. **For New Girl Scout Users:**
 - Click *Create an Account*. You will be asked to verify your zip code on the next screen and agree to the parent/adult permission & responsibility pledge & the Girl Scout Participant Pledge
 - Provide the additional information requested to finish registering your girl's account
 - The password you choose requires to have at least 6 characters in length and contain at least 1 uppercase letter, 1 lowercase letter, and 1 numeric digit
3. If you are a volunteer, click on *Visit Admin Site* to access your volunteer role AFTER you have set up your manager account via the email invitation you received from M2OS.



Profile:

- Your Girl Scout's Personalized Storefront is only accessible to customers who are sent the personalized link
- Set up your Girl Scout's profile. This is the information that will be used to create a personalized storefront, where customers can shop online for snacks and online exclusive items
- Make sure to fill out all the information so customers know who they are supporting and why she is participating in the Fall FUNdraiser
- You are unable to edit your Girl Scout's name, but you can enter a nickname



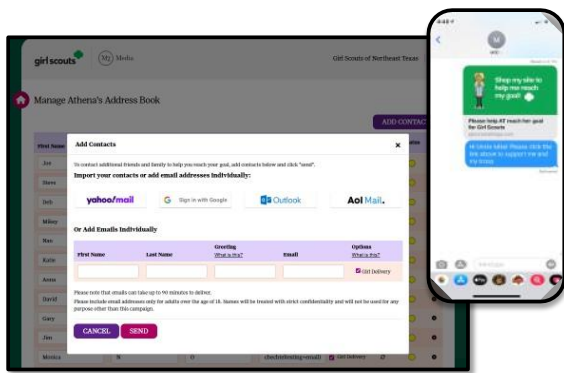


Create Avatar:

- It's time for your Girl Scout to create an Avatar! This is the image that will be associated with her account that she can make to look like just like her!
- The avatar can be updated anytime
- Your Girl Scout can add a voice recording talking about why she's selling and what her goals are for the sale. Customers visiting her personalized storefront will be able to watch her avatar speak the message she recorded!

Personalize:

- Upload a photo and/or a video of your Girl Scout sharing her goals and explaining how she will use the funds from the sale
- *Pro Tip: Girl Scouts who upload photos and/or videos to their storefronts sell more items!*
- Once ready, click Launch Your Campaign to activate the personalized storefront.



Promote with the Share My Site Tool Kit:

- Share your Girl Scout's storefront with customers
- Send 18 emails to earn the Online patch and to become eligible for the personalized patches
- Text friends & family
- Import contacts from the email provider you use, or you can enter them individually
- Promote your Girl Scout's campaign on your personal page on Facebook and Twitter, or share a text

Earn a Personalized Patch!

- Enter your Girl Scout's personal preferences and shipping information for her personalized patch
- To earn the Fall Personalized Patch, a girl must:
 - Create her Avatar
 - Send 18+ emails
 - Share their site
 - Sell \$600+ Fall items
- Personalized patches are sent directly to this address typically 10-12 weeks after the end of the program.

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.

If you earn it, this is how your avatar and name will appear on your personalized patch.

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: All Last Name: True

Address Line 1: 912 Main Street

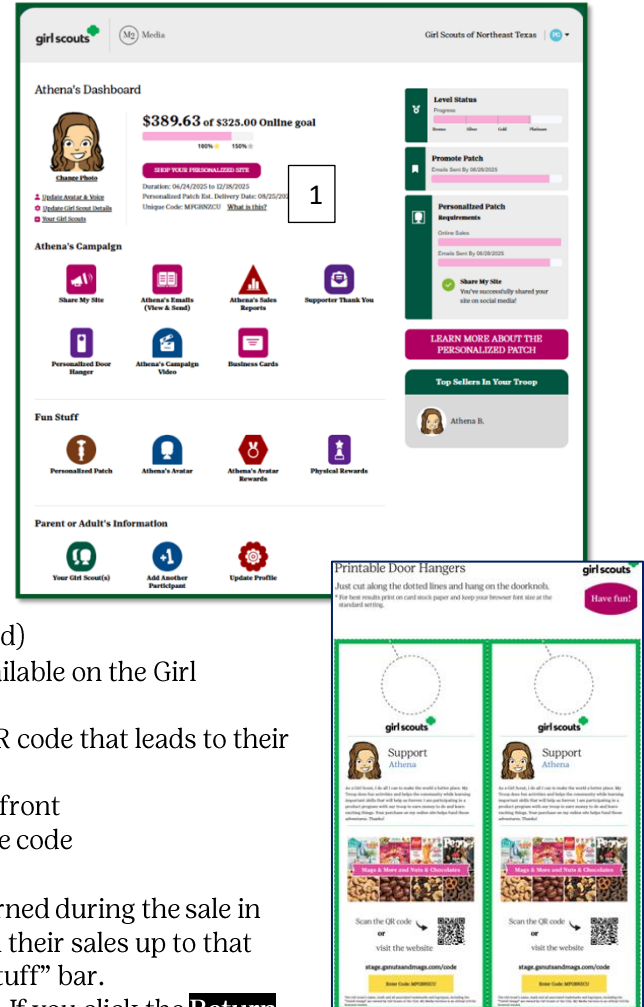
Address Line 2:

City: Raleigh State: NC Zip: 27613-5481

CLOSE SAVE

During the Sale

- There are three primary ways a sale is made:
 - Snack order card sales: Girl Scouts record sales on the paper order form
 - Online orders for Girl Scout delivery: Girl Scouts launch their online account, customers shop & pay online, Girl Scouts deliver the snacks after the sale
 - Direct ship option: Girl Scouts launch their online account, customers shop & pay online (shipping costs included for snacks), items are sent directly to the customer
- Take note of the unique code that appears as you are setting up the account on the girl dashboard [1]
 - Customers use this code to make sure that their purchases are credited to the correct Girl Scout
 - If a customer says they need a special code to enter the online store, this is the code you should send them
- After sending out emails and promoting your Girl Scout's sale on social media, or sharing by text, you can keep track of the orders placed by clicking the (Girl Name) Emails (View and Send)
- There are many other fun ways girls can promote their sale available on the Girl Dashboard!
 - Print personalized sales fliers or door hangers with a QR code that leads to their storefront for customers
 - Create a video and upload it to their personalized store front
 - Print business cards that include a link and their unique code
- Girl Scouts can edit their Avatar, look at fun virtual rewards earned during the sale in their avatar's room and view the physical rewards earned from their sales up to that point, and view/edit their Personalized Patch under the "Fun Stuff" bar.
 - Be sure to hit the **Update** button after making changes. If you click the **Return to Dashboard** button before clicking **Update**, your recent changes will not be saved
- If you have multiple girls participating in the Fall FUNdraiser, use the 'Your Girl Scout' button to switch between them



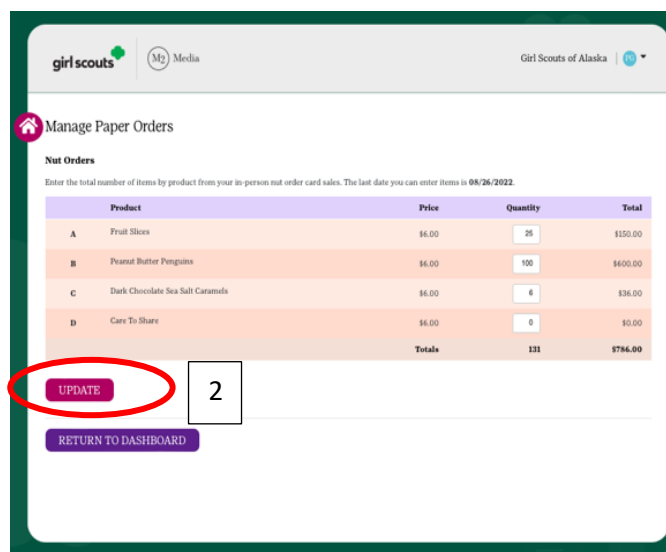
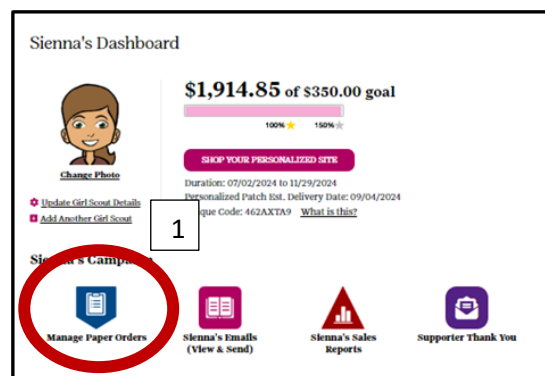
Track your progress through reports. Use the Sales by Channel reporting to view the source of your sales, whether through email, social media, text, or other channels.

Reports	
Athena Bechtel Girl Scouts of Northeast Texas Service Unit: 200000 Troop/Group: 200000 Number of emails sent: 1 Number of shares: 2	
All Sales	Magazines & More Sales
Direct Ship Nuts	Online Nuts Girl Delivered
Summary Report	
Campaign Stats Report	
Total Sales	
Total \$ Sold	\$92.94
Collected Online	\$92.94
Collected From Customers	\$0.00
Sales By Channel	
Share My Site Units	1
Share My Site Total Sales	\$45.99
Supporter Email Units	0
Supporter Email Total Sales	\$0.00
Participant Dashboard Units	2
Participant Dashboard Total Sales	\$46.95
PRINT REPORT	DOWNLOAD REPORT
☒ Email Recipient	
EMAIL	

After the Sale

Snack order card sales and reward choices must be entered by the end of the last day of the sale.

- **Enter Snack Order Card Sales:** If your Girl Scout has taken orders with the snack order card, enter them on the Manage Paper Orders [1] page
 - Online snack sales will be added to your girl's account automatically
 - Enter the totals from the bottom of the snack order card for each item
 - Check your Family Guide for the order deadline.
 - If you turned this form into the troop leader, they could enter the orders a few days after the end of the sale
- Click **Update** [2] to save this information. You can update it any time before the family order deadline
- **Select Reward Choices:** If your Girl Scout reaches a reward level with a choice, you can make that choice by clicking the *Physical Rewards* icon in the “Fun Stuff” section
 - If there is a choice option at a physical reward level and no choice is made, the reward level defaults to Fall FUNds
- Snack items and rewards will be delivered in mid to late November. Your troop leader will let you know when to pick up your items.



Finances

- Troops should determine before the sale if money should be collected at the time orders are placed or upon delivery for any snack order card sales
 - Ask your troop leader when payment should be turned in to them
- Payment for snacks is made online for customers who order online using either the direct ship or online order for Girl Scout snack delivery options
- Payment for magazines, Tumblers, BarkBox, personalized products, and candles are made online

Deliveries

- On the dashboard, click on the girl's *Sales Reports*
- Use the different tabs to view the Girl Scout's sales including: All Sales, Magazine Sales, Nut Order Card totals, and Online Nuts Girl Delivered
 - If the Girl Scout has snack order card sales, she will use the order card to make those deliveries
 - For any online orders for Girl Scout delivery, click on the “Online Nuts Girl Delivered” tab
 - You will see the customer, customer email, and the orders, a report can be printed with all the information when you scroll down.

Need Help? Contact us!

Girl Scouts River Valleys
800-845-0787

girlscouts@girlscoutsrv.org

M2 Customer Service
1-800-372-8520

support.gsnutsandmags.com

question@gsnutsandmags.com