

# Parent/Guardian Training

- Important Dates
- DocuSign
- Safety Guidelines
- M2 Website
- Ways to Participate
- Duties & Responsibilities

- Money Matters
- Product Storage
- Rewards
- GSCCS Website

#### September

#### Submit Parent Participation and Financial Agreement form (DocuSign)

#### October

October 1	GoNuts Fall Product Program begins
October 25	Pre-Sale order Cards Ends

October 26 Parents enter order cards into M2 by 8:59 pm

October 28 Girl Delivery Online Orders for Nut and Candy end

#### November

Week of 13-18 Product Delivery to Service Unit Directors

NovemberGSCCS Holiday – Council Offices and Gold Mine26 & 27Stores Closed

#### December

December 1 GoNuts Fall Product Program ends at 8:59 pm

December 4 Girl Rewards selection due into M2

# DocuSign

#### www.girlscoutsccs.org

#### Cookies+

- One form for EACH Girl Scout
- Be a GSCCS registered member 2020-2021 membership
- Owe NO money to Council



Girl Scouts of Central California South has partnered with DocuSign, the world's leading electronic document signing and storage provider, to securely process the participation and financial agreement forms for our Product Programs.

Beginning this year, we will only require a one-time form for each of your Girl Scouts to participate in the Product Programs. This form will be on file and maintained to allow her to participate in any Product Program at our Council (including the GoNuts Fall Product Program and the Cookie Program) as long as she is a registered Girl Scout in good standing and meets the Product Programs eligibility requirements. Your Girl Scout(s) still have the choice to participate in each Product Program season. If you have multiple Girl Scouts, please fill out a separate form for each girl. We encourage you to print or save a copy of the completed form for your records.



PARENTS AND GUARDIANS OF GIRL SCOUTS SELLING: Please complete the Parent/Guardian Product Program(s) Participation and Financial Agreement Form.



# Safety Guidelines

# Show You're a Girl Scout

♥ Use Buddy System, girls never sell alone!

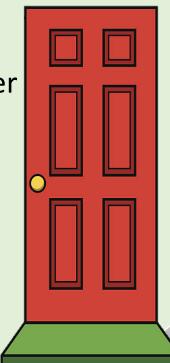
- SAFETY
- Wear a membership pin, uniform or Girl Scout apparel to

identify yourself as a Girl Scout

- ♥ Be considerate and always wear a facemask, wash/sanitize
  - hands often and stay 6-feet apart from others
- Sanitize frequently touched objects such as phones, order

cards, pens etc.





# Selling Safety

- $\checkmark$  Never enter the vehicle of a stranger
- ✓ Never Enter a home while selling product
- ✓ Never enter a yard if there is a dog or closed gate/fence
- ✓ Never accept food or beverages while selling
- $\checkmark$  Never sell door to door after dark







# Be Street Wise

- ✓ Do not sell in front of any establishment girls cannot legally enter or patronize
- ✓ Always follow safe pedestrian practices
- ✓ Be aware of traffic when unloading products and passengers from vehicles
- ✓ Adults must be present at all times when taking orders, selling or delivering products
- ✓ Never lose sight of your Girl Scout





# Protect Privacy



Sever share a Girl Scout's last name, phone number or address

Protect privacy by not sharing a customer's personal information to others





# Online Safety



- \* Girls should always be supervised while online
- \* Never publish a girl's last name, phone number or address
- \* Never post a girl's M2 online store link on a resale site (Facebook
  - marketplaces, Ebay, or Next Door App, Offer Up etc)



# www.gsnutsandmags.com/gsccs

**Beginning October 1, 2020** 

Click on the First time? Register an account

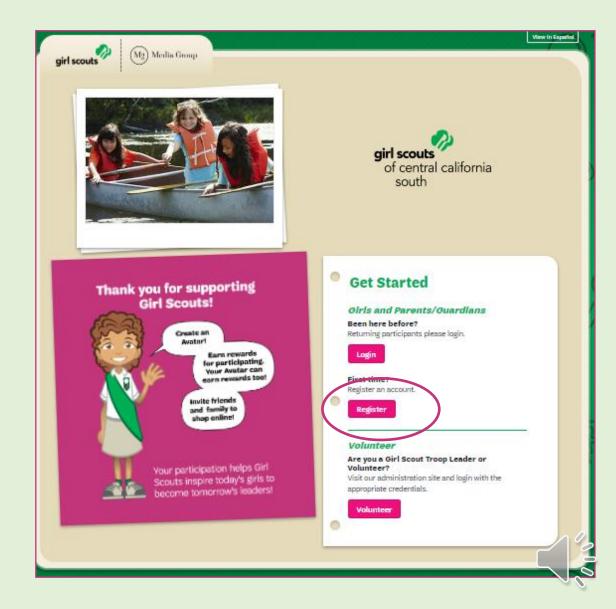
**Register an Account** Verify your ZIP code when prompted to access the Girl Scouts of Central California South council site.

#### Your Account Details

Enter the parent/guardian information The password you choose is required to have:

•6 characters or more
•contain at least one uppercase letter
•contain one lowercase letter
•and one numeric digit

Select the "I have read and agree to the GSUSA Internet Safety Pledge" Click on the **Register** button



www.gsnutsandmags.com/gsccs

On the M2 platform, your girl will be able to

- Create a personalized avatar
- Set up her online store
- Send at emails to family and friends to promote her "store"
- Download her personalized flyer and business cards with her personal store link information already on them
- Manage her in-person nut and candy orders
- Track her online sales
- Select her rewards options

The M2 platform makes it easy to navigate and to promote the GoNuts Fall Product Program virtually online!





# Ways to Participate

## In-Person Sales

Girls receive an order card with pictures, descriptions, cost per item,

and information; such as gluten free products, kosher etc. for the nuts and candies available.

#### How to Use the Order Card

- Record items that customers wish to order.
- Products will be delivered by the Girl Scout in November.
- Fill out the order card completely.
- Payment may be collected at time of order or at time of delivery.



### **Online Store Orders**

The online platform used for the GoNuts Fall Product Program using the M2 Media Group. This platform allows girls to enter product ordered on the order card, set up a store, track online orders and more.

To take orders online a girl must set up her own personalized online M2 store. All orders and payments online will be automatically credited to the girl.

For magazines, a customer can only order and pay though the girls online M2 store. Magazine orders will be delivered directly to the customer. A customer orders, renews, and pays for a subscription in the online store.

For nuts and candies with the direct delivery option, the customer orders, pays online and product is shipped directly to customer.

For nuts and candies with the girl delivery option, the customer orders, pays online and product is delivered by girls.

Online girl delivery orders are automatically added in M2, They are delivered together with the order card deliveries, that are sent to the Service Unit Director, then to Troops, then to the girls for "girl delivery".



www.gsnutsandmags.com/gsccs



## Booth and Lemonade Stands

A booth takes place in front of a business and requires two Girl Scouts and two unrelated adults; both background checked and at least one registered with GSCCS. If two males volunteer at a booth and a girl is present who is not related to at least one of the males, a third background checked, adult female must be present.

A lemonade stand is an individual stand located on residential property that is owned by the parent/guardian or by someone they know. Individual Girl Scouts (Juliette's) may host a lemonade stand with adult supervision at all times.

Remember to Order 'extra product" in the M2 system



# Duties and Responsibilities



- Complete Parent/Guardian product program training provided by Council training available online at www.girlscoutsccs.org)
- Receive program materials from Troop Coordinator
  - Nut and Candy order card
  - □ Money envelope
  - □ M2 Information flyer

□ Follow all Safety First guidelines

□ Follow all GoNuts Program Basics

□ Take customer orders and enter/update in M2 accurately

□ Receive nuts and candies from Troop Coordinator and verify counts

- Deliver nuts and candies to customers
- □ Collect all monies from customers and submit to Troop Coordinator
- □ Enter recognition selections into M2





# Juliettes

- A Girl Scout can participate as a "Juliette", if her Troop is not participating
- Materials (Order Card & guides) are available online at <u>www.girlscoutsccs.org</u> > Cookies+ > Guides, Forms & Activities
- Print materials are available at the Councils GoldMine Stores call for appointment
- Juliette's works directly with Council staff
- Juliettes manage their M2 store and nut order card sales
- Juliette's submit monies owed to local council office: Fresno/Bakersfield
- Juliette's earn patches and Nut Bucks
- Contact Customer care at <u>customercare@girlscoutsccs.org</u> or toll free 800-490-8653 to participate as a "Juliette"



## Rewards & Recognitions



- Recognitions are cumulative
- Patches Fit Together
- Choice options
- Earn Nut Bucks





\$1250+ Combined Sales Adopt a Sloth

\$5 Donation to Care to Share Supports local charities



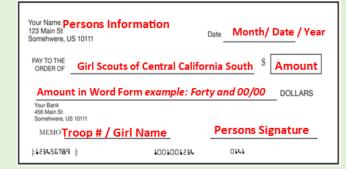
# Money Handling

- Do Not accept bill larger than a \$20.00 if a Troop takes a bill larger than a \$20.00 and it is a counterfeit, Council will not reimburse the Troop
- Keep money secure at all times
- Daisies cannot handle money



Checks that are taken as a form of payment must have the following written on check:

- First and last name of the person who wrote the check
- Phone number
- Address
- Driver license number
- Date
- Check Pay To: Girl Scouts of Central California South or GSCCS
- Memo: Troop Number and/or Girl Name



\*Please note that if a check does not clear the bank and the information above is not on the check, Council will not reimburse the Troop.

Receipts, Receipt, Receipt



- Never accept or transfer product without a detailed receipt from your Troop Coordinator
- Once you accept and sign a receipt for product, you are financially responsible for it
- Transactions with the Troop Coordinator where money or product exchange hands, both parties should have a signed receipt

Adjustments cannot be made without a corresponding receipt that shows the correct transaction.



## Product Storage

- Product should not be stored directly on the ground
- Product must be kept in a temperature-controlled environment
- Chocolate items will begin to melt at 77° degrees
- Do not leave product in a car
- Council will not reimburse for lost or stolen product











girl scouts of central california south

ABOUT GIRL SCOUTS ACTIVITIES MEMBERSHIP VOLUNTEERS COOKIES+ DONATE ABOUT US MYGS\VTK

GoNuts Product Program

COOKIES+ > GONUTS PRODUCT PROGRAM

**Program Basics** 

Safety Guidelines

Girl Scout Cookie Program

2020 GoNuts Fall Product and 2021 Cookie Program DocuSign links!

# GoNuts Fall Product Program



GSCCS's GoNuts Fall Product Program Begins October 1, 2020 through December 1, 2020 Safety | GoNuts Fall Product Program Basics | DocuSign Forms | 2020 GoNuts Fall Product Guide Additional Resources Online



En Español

Forms Store Contact Us

ALL DU ALL DU

Search

SIGN IN

Ways To Participate	•
Meet the Products	•
Online Program	•
Philanthropy Care to Share	•
Recognitions	•
Training & M2 Resources	•
Dates to Remember	•
Guides, Forms & Activities	
DocuSign	
FAOs	

### Online Resources – GoNuts Fall Product Program Page> Guides, Forms and Activities





#### Are you starting after October 25, 2020?

**Please note** that there will be no Council or Service Unit Cupboards. Do not worry! Your Girl Scout can set up her online store, and sell products online until December 1st

