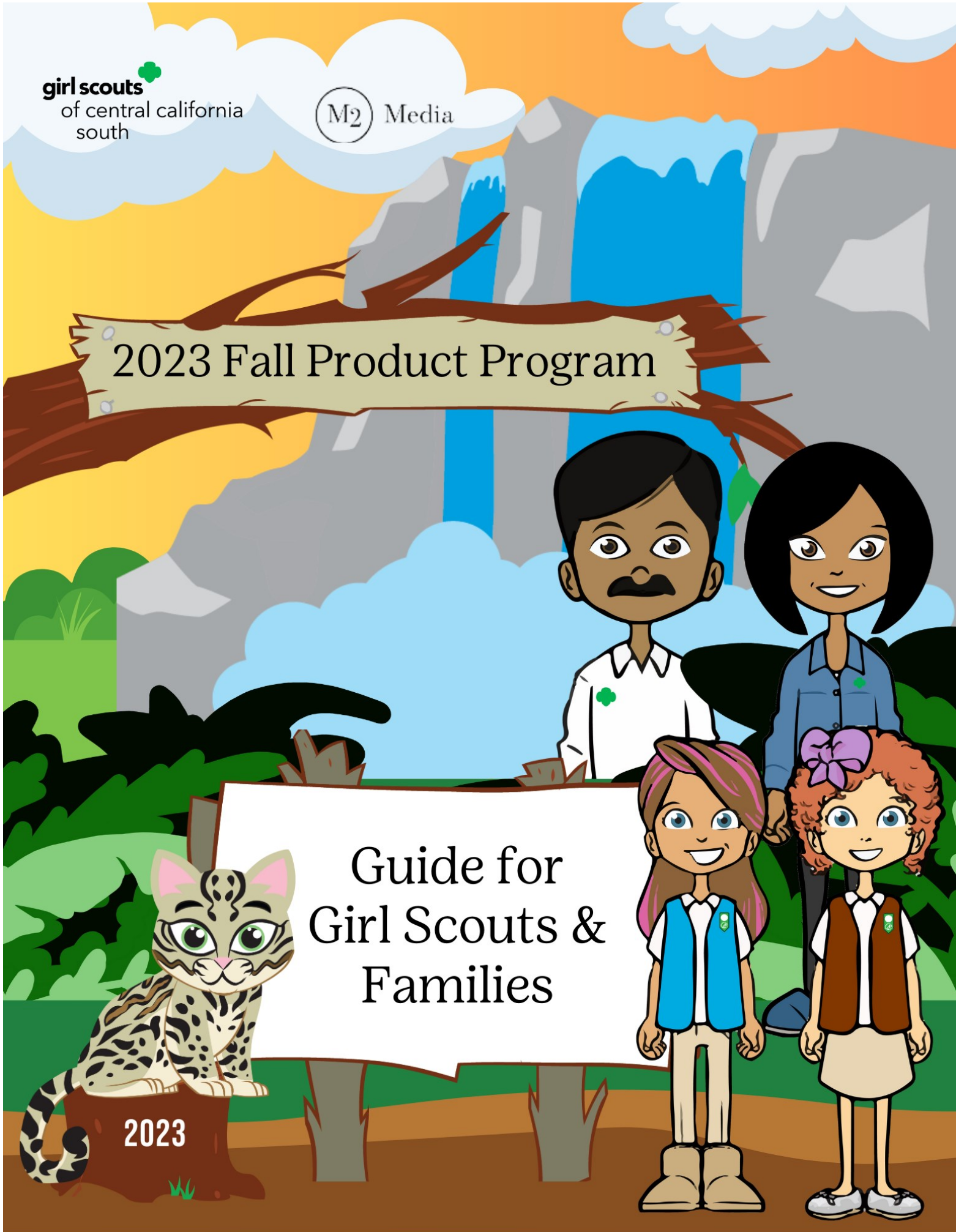


# 2023 Fall Product Program

## Guide for Girl Scouts & Families

2023



# Table of Contents

Topic	Page
Glossary	2
Important Dates	3
Product Programs Message	4
Program Entrepreneur Skills	5
Product Program Contacts	6
Program Basics	7
Safety Basics	8
Ways to Participate	9
Sale Types	10
Rewards	11-14
Girl Scouts	15-16
Managing My Campaign	17-19

## Glossary

- **ACH**— Automatic Clearing House is the process of Council electronically depositing and collecting payments to and from troop bank accounts
- **Combined Sales**—total of all nuts, candies and magazines sold in person and online
- **Direct Delivery**—online orders shipped to customer from Trophy Nut
- **Girl Delivery**—items ordered online and delivered by girls to customers
- **Juliette**—an individual Girl Scout that is not associated with a troop or whose troop is not participating
- **M2 Media Operating System (M2OS)**—online platform used for sales of nuts, candies and magazines
- **Nut Bucks**— Council owned incentive reward, starts at \$10 increments, and accumulative up to \$500 MAX. Nut Bucks can be used for Goldmine retail purchases; GSCCS, Service Unit and troop activities; GSCCS membership and more. Nut Bucks have no cash value, and cannot be redeemed for cash.
- **Service Unit Director (SUD)**—designated person in a Service Unit who manages the Product Programs for their troops
- **Troop Coordinator (TC)**—designated person in a troop who manages the Product Program for their entire troop

# important dates

## SEPTEMBER 2023

Friday, September 29	<b>Fall Product Program Begins—Order Cards and Online Orders Start</b> <ul style="list-style-type: none"> <li>• Order Card start</li> <li>• M2OS Online Storefront opens in M2OS</li> </ul>
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## OCTOBER 2023

Tuesday, October 24	<b>Girl Order Card Ends</b> <ul style="list-style-type: none"> <li>• Girls enter their order card entries in M2OS</li> </ul>
Wednesday, October 25	<b>“Girl Delivery” Online Orders Ends (nuts and chocolates only)</b> <ul style="list-style-type: none"> <li>• “Direct Delivery” online orders for nut/chocolates and magazines continue</li> </ul>

## NOVEMBER 2023

Week of November 13-17	<b>Products Delivered to Service Unit Directors Order Cards, Online Girl Delivery and Extra Product Orders</b> <ul style="list-style-type: none"> <li>• Troops distribute to girls</li> <li>• Girls distribute to customers &amp; collects payments</li> </ul>
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Saturday, November 18	<b>Booth and Lemonade Stands Begin</b> <ul style="list-style-type: none"> <li>• Troops may booth at storefront locations</li> <li>• Girls may host lemonade stands on residential property</li> </ul>
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Thursday & Friday November 23—24	<b>GSCCS Holiday Closure Fresno and Bakersfield Council Offices and Gold Mine Stores</b>
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## DECEMBER 2023

Friday, December 1 Ends 8:59pm	<b>Girl Rewards Order Due in M2OS</b> <ul style="list-style-type: none"> <li>• Finalize your avatar</li> <li>• Finalize Personalized Patch details</li> <li>• Finalize rewards choice selections in M2OS</li> </ul> <b>Fall Product Program Ends at 8:59 pm</b> <ul style="list-style-type: none"> <li>• Final day for booths and lemonade stands</li> <li>• Final day of online “direct ship” orders</li> <li>• Final day to distribute products to girls in M2OS</li> </ul>
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Wednesday, December 6	<b>Girl Balance Due</b> <ul style="list-style-type: none"> <li>• Ensure all girl payments are submitted to Troop Coordinator/Goldmine Store</li> </ul>
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## JANUARY/FEBRUARY 2024

**Rewards Delivery**  
 Troop Coordinators distribute to girls  
 DEFAULT items awarded to girls/troops with no rewards choices



# OWN YOUR magic

Dear Girls and Families,

Welcome and thank you for your participation in the 2023 Fall Product Program! This is a fun and rewarding experience for the Girl Scouts of Central California South. With your help, girls learn that they can do anything they set their minds to. The Fall Product Program is comprised of nuts, chocolates and magazines. All components have an online option to purchase products. The nuts and chocolates can also be pre-ordered on an order card for girls to deliver. Girls can choose to participate in the sale via order card, online or both.

## **Benefits of Participating**

The Fall Product Program is an excellent way to earn start up proceeds for your troop to use during the Girl Scout year to fund your activities and projects. Troops may purchase crafts and programming supplies and older girls can use the funds to help with deposits such as for Travel Club. The Fall Product Program enables troops to get an early start on reaching their financial goals.

The Fall Product Program is the beginning platform for the Girl Scout Entrepreneurship Program. Girls learn the five key entrepreneur skills; goal setting, decision making, money making, money management, people skills and business ethics. The Fall Product Program teaches girls valuable life lessons and to believe in themselves.

## **2023 Fall Product Program Theme is “Own Your Magic”.**

The 2023 Fall Product Program provides girls with an opportunity to “Own Your Magic” while learning more about the Ocelot.

## **2023 Fall Product Program Mascot is the OCELOT**

Fun facts about the Ocelot. The Ocelot lives in rainforests, are picky eaters and are nocturnal, meaning they sleep during the day and hunt at night. Ocelots characteristics have grey to golden brown fur. Their brown spots and patches are boarded by black on their sides. Their spots can come in may patterns. It has two to three stripes on its cheeks and four to five horizontal stripes on its neck and chest.

Do not go nuts! This guide is designed to assist you with all aspects of the Fall Product Program. It is a reference to help you with Girl Scouts of Central California South’s policies, procedures and resources.

We appreciate you so much and are here to support you!

*-The Product Programs Dept.*





# Program Entrepreneur Skills

Product Programs is the integral part of the Girl Scout's journey toward leadership, learning and developing the five-key skills in entrepreneurship through the Fall Product and Girl Scout Cookie participation.

1. **GOAL SETTING:** The Girl Scout sets Fall Product and Girl Scout Cookie sales goals individually and, with her troop, creates a plan to reach them. This matters because girls need to know how to set and reach goals to succeed in school, on the job, and in life. She develops cooperation and team building skills all along the way!
2. **DECISION MAKING:** The Girl Scout helps decide how her troop will spend their Product Program proceeds, furthering the critical thinking and problem solving skills that will help her in many aspects of her life. This matters because girls need to know how to handle money—from their lunch money to their allowance to (someday) their paycheck.
3. **MONEY MANAGEMENT:** Your Girl Scout takes Fall Product and Girl Scout Cookie orders, handles customers' money, and gains valuable and practical life skills around financial literacy. This matters because it helps them do better in school (on group projects, on sports teams, and on the playground) and, later, at work.
4. **PEOPLE SKILLS:** The Girl Scout learns how to talk to, listen to, and work with all kinds of people while selling Fall Product and Girl Scout Cookies. These experiences help her develop healthy relationship and conflict resolution skills that she can use throughout her life. This matters because it helps them do better in school (on group projects, on sports teams, and on the playground) and, later, at work.
5. **BUSINESS ETHICS:** Your Girl Scout is honest and responsible at every step of the Fall Product and Girl Scout Cookie sale. Her business ethics reinforce the positive values she is developing as a Girl Scout. This matters because employers want to hire ethical employees—and the world needs ethical leaders in every field.

## Why do they matter?

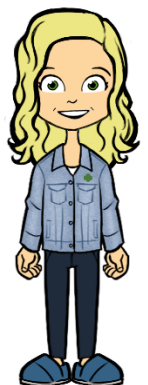
Because when the Girl Scout has learned these skills, she'll be poised for success in her career. Think about it:

When employers interview job candidates, they all look for the same things. This is true whether the employer is a bank, high-tech company, university, hospital, publishing house, car dealership, accounting firm—or even the local pet store!

They want:

- ☛ Someone who can set goals and meet deadlines.
- ☛ Someone who works well with others.
- ☛ Someone who understands customers.
- ☛ Someone who can influence others.
- ☛ Someone who is honest, trustworthy, and reliable.

That's your Girl Scout, using the 5 Skills she learned while participating in the Girl Scout Product Pro-



# Product Program Contacts

Girl Scouts of Central California South

Phone: (800) 490-8653 For regular hours and after hour emergencies

Email: customercare@girlscoutscs.org

Fall Product Service Unit Director: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Fall Product Troop Coordinator: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

M2OS Customer Service: 1-800-372-8520 or questions@gsnutsandmags.com

M2OS Website: www.gsnutsandmags.com/gscs

M2OS Username/Email: \_\_\_\_\_

M2OS Password: \_\_\_\_\_

## Product Delivery Date, Time and Location

Service Unit/Troop Pick-up Day: \_\_\_\_\_  
(Date and Time)

Location: \_\_\_\_\_  
(Address)

Girl Pick-up Day: \_\_\_\_\_  
(Provided by Fall Product Troop Coordinator—Date and Time)

Location: \_\_\_\_\_  
(Address)

# Program Basics

## Money Handling



- ⇒ No bill larger than a \$20.00 may be taken
- ⇒ Keep money secure at all times- Daisies cannot handle money

*\*NOTE: If a troop takes a bill larger than \$20 and it is counterfeit, Council will not reimburse the troop. Contact Customer Care for instructions on counterfeit money.*

## Check Handling

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

1. Personal Information
  - first and last name
  - Address, city, state, zip code
  - driver license number
2. Date: Month, Day, Year
3. Pay To: troop number
4. Amount: in numeric form
5. Amount: in word form including cents
6. Memo: Troop Number and/or Girl Name
7. Signature

Your Name 123 Main St Somewhere, US 10111	1.	Date	2.
PAY TO THE ORDER OF	3.	\$	4.
	5.		DOLLARS
Your Bank 456 Main St Somewhere, US 10111			
MEMO	6.		7.
⑆123456789⑆ 1001001234 0144			

*\*NOTE: If a check does not clear the bank and the information above is not on the check, Council will not reimburse the troop. Contact Customer Care for instructions on “uncleared” check.*

## Product Delivery

- ⇒ Service Units and Troops are financially responsible for all product ordered
- ⇒ Council will not accept any product returns, unless product damaged by vendor
- ⇒ Reach out to other Service Units, Troops and Council’s Customer Care for help with excess product
- ⇒ Remember there are no cupboards, troops must order extra product for booths/lemonade stands

## 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 stolen product

## Receipt, Receipt, Receipt

- ⇒ Never accept or transfer product without a detailed receipt
- ⇒ **Once you accept and sign a receipt for product, you are financially responsible for it**
- ⇒ Anytime money or product changes hands, both parties should have a signed receipt

*NOTE: Adjustments cannot be made without a corresponding receipt that shows the correct transaction, signed by all parties with quantities and date.*

## Rewards and Digital Nut Bucks

- ⇒ Rewards are automatically calculated. Parent/girl need to enter rewards selections into M2OS
  - ⇒ **If NO selections are made, the “default” item will be automatically selected for participants**
  - ⇒ See Rewards Brochure for default items
- ⇒ Personalized patches will be mailed directly to the Girl Scout by M2OS
  - ⇒ Make sure the address is entered and correct in the M2OS
- ⇒ Nut Bucks are a GSCCS Council owned incentive reward, and not managed by the M2OS
- ⇒ Nut Bucks are cumulative based on combined sales
  - ⇒ nut order card, online sales, and magazines sales
- ⇒ Nut Bucks are digital and managed by Finance Dept.

# Safety Basics



## Show you're a Girl Scout

- Use the Buddy System. Girl Scouts **NEVER** sell **ALONE!**
- Girl Scouts wear the membership pin, a uniform or "Girl Scout" apparel to identify as a Girl Scout
- Adults are present at all times when taking orders, selling and delivering products
- Clean frequently touched objects i.e. phones, order cards, pens etc.



## Do Not Enter

- Girl Scouts never enter a strangers' home while selling product
- Girl Scouts never enter a vehicle of a stranger
- Girl Scouts do not enter a yard if there is a dog or closed gate/fence
- Girl Scouts do not enter bars, casinos, or dispensaries



## Daytime Selling

- Girl Scouts may not sell door to door after dark
- Girl Scouts stay outside the home where they can be seen by their adult/guardian
- Girl Scouts never accept food or beverages while selling in public from strangers



## Be Street Wise

- Girl Scouts may not sell in front of any establishment they cannot legally patronize or enter themselves ( i.e. bars, casinos, dispensaries)
- Girl Scouts always follow safe pedestrian practices, especially when crossing at intersections or walking along roadways
- Girl Scouts are aware of traffic when unloading products and passengers from vehicles



## Protect Privacy

- Girl Scouts should never give out their last name, phone number, address while selling online
- Girl Scouts protect customer privacy, by not sharing their personal information online
- Girl Scouts never publish your girls direct link to any 3rd party selling sites (eBay, Amazon, Facebook marketplace etc.)

# ways to participate

**There are 3 ways to participate... Girl Scouts can choose them all or customize their sale!**

## 1) In-Person Sales

Participants receive an order card with pictures, descriptions, cost per item, and information; such as gluten free products, kosher etc. for nuts and candies available.

### Order Card

Record items that customers wish to order. Explain that products will be delivered by the Girl Scout in November. Be sure to fill out the order card completely. Payment may be collected at time of order (whenever possible) or at time of delivery.

### Care to Share

The Care to Share program offers customers to purchase products to have donated towards Operation Gratitude. These products go directly to first responders, military and medical professionals. The participants receives credit for the donation and Council will donate the products. This option is also available for online purchase.

## 2) Online Store Orders

The online platform used for the Fall Product Program is called M2OS. This platform allows participants to enter product ordered on the order card, set up a store, track online orders and more.

To take orders online a participant must set up their own personalized online M2OS store. All orders and payments online will be automatically credited to the girl.

For magazines, a customer can only order and pay through the participants online M2OS 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 chocolates with the **direct delivery** option, the customer orders, pays and product is shipped directly to customer.

For nuts and chocolates with the **girl delivery** option, the customer orders, pays online and product is delivered by girls. Online girl delivery orders are automatically added to a girl's order in M2OS and delivered with order card orders to their Service Unit Director.

## 3) Booths and Lemonade Stands

A booth takes place in front of a business, with the permission of the store owner. A drive-thru booth is permitted, however, only adults may approach vehicles. Booth sales may not take place in streets or medians.

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 and Juliettes may host a lemonade stand with adult supervision at all times.

Troops, and Juliettes will need to secure their own booth locations, Council does not secure booths for Fall Product. All booths must be marked with Girl Scout signage. If a location requests a Certificate of Insurance (COI), please contact Customer Care at (800) 490-8653 or by email at [customer care@girlscoutscs.org](mailto:customer care@girlscoutscs.org).

To secure a booth, contact the store owner/manager and establish a time and date your Girl Scout/Troop will be there. Bring plenty of product, a table for showcasing items, a secured cash box/apron/fanny bag with change, and Girl Scout signage to display at your booth. On day of activity, check-in with the store owner/manager to inform them you have arrived and to receive any special instructions from store management.



# Sale Types

Product	Sale Type	Money Collections	Delivery to Customers
Nuts and Chocolates	In-Person	<ul style="list-style-type: none"> <li>◆ Girls collect money from customers</li> <li>◆ Parents/Troops enter orders into M2OS by deadline</li> <li>◆ Girls turn in money to troop</li> </ul>	Girl Delivery to customers
	M2OS Online Girl Delivered	<ul style="list-style-type: none"> <li>◆ Girls create a store in M2OS and send emails to friends and family</li> <li>◆ Customers pay online for <b>girl delivery</b></li> <li>◆ Orders/payments automatically credited to girls</li> </ul>	Girl Delivery to customers
	M2OS Online Direct Ship	<ul style="list-style-type: none"> <li>◆ Girls create a store in M2OS and send emails to friends and family</li> <li>◆ Customers pay online for <b>direct ship</b></li> <li>◆ Orders/payments automatically credited to girls</li> </ul>	Direct Shipped to customers by Trophy Nut (1-2 weeks standard delivery after order processing; customers have options for expedited shipping)
Magazines & More	M2OS Online Only	<ul style="list-style-type: none"> <li>◆ Girls create a store in M2OS and send emails to friends and family</li> <li>◆ Customers pay online</li> <li>◆ Orders/payments automatically credited to girls</li> </ul>	Direct Shipped to Customers by Trophy Nut (6-8 weeks standard delivery time after order processing)

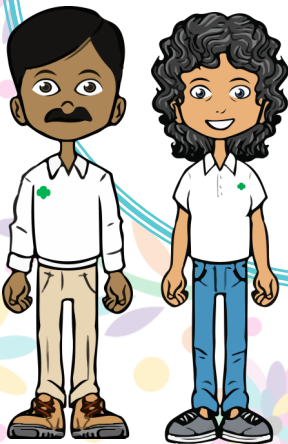


**NEW**  
in

# OWN YOUR magic

**IF 150 troops  
register and sell**

**ALL Registered and Selling  
Troops will receive a  
personalized  
4' x 2' banner**



**IF 1100 girls  
register and sell**

**ALL Registered and Selling Girls  
will receive the exclusive  
Own Your Magic T-Shirt!**



# 2023 Fall Product Rewards

\$100+ combined sales

LED Bike Tire Lights OR Cat Headwrap



OR



\$200+ combined sales

Ocelot Charm & Bracelet OR Hyper Light Ball



OR



\$300+ combined sales

Small Plush OR Magic 8 Ball



OR



\$400+ combined sales

DIGITAL NUT BUCKS

Nut Bucks are cumulative.

Receive \$10 in Nut Bucks for every \$100 in sales.



\$500+ combined sales

Boba Tea Kit OR Large Ocelot Plush



OR



\$800+ combined sales

Cat Headphones OR Own Your Magic



OR



\$1,000+ combined sales

Cat Light OR Cat Time Bowl Set



OR



\$1,300+ combined sales

Hammock Chair OR Candy Dispenser



OR



\$1,500 combined sales

Finger Drums OR Purr-fect Night



OR



\$2000+ combined sales

"CEO" for a Day OR Magic Levitation Wand



OR



\$3000+ combined sales

3D Printer



ALL REWARDS ARE CUMULATIVE, unless otherwise stated. Rewards/Patches subject to change due to unforeseen circumstances and similar items may be used as a substitute that includes color, size, and brand. Enlarge pictures to show details. All underlined items denotes a default item.



# events & details

## Event OWN YOUR magic

### Own Your Magic

\$800+ Combined Sales

Dates: Sunday, January 21, 2024

Time: 1:00—4:00 pm

Location: Fresno and Bakersfield Council Office

Witness firsthand the power of magic! Enjoy a combination of various types of performances that are designed to mystify, amaze and entertain! Enjoy a light lunch and appetizers will be served.

### Purr-Fect Night

\$1,500+ Combined Sales



Date: Sunday, January 7, 2024

Time: 4:00—7:00 pm

Location: Fresno and Bakersfield Council Office

Movie: Puss in Boots (pg)

Bring your slumber bag, and comfy pillow to watch the adorable purr-fect movie Puss in Boots. Join Puss in Boots and friends in his quest for the magic beans! Enjoy the Cats MeWow snack bar!

## Event PURR-FECT

## CEO FOR a DAY

### CEO for a Day

\$2,000+ Combined Sales

Date: Monday, February 12, 2024\*

Time: 4 hour event

Location: Fresno or Bakersfield (location dependent on recipient)

Chief Executive Officer! Shadow GSCCS CEO Dr. Russel Statham for a day. Meet the staff of GSCCS, attend a council meeting, make executive decisions, and more! Enjoy a staff luncheon and receive a special council logoed t-shirt!

*\*date may change due to unforeseen CEO special engagements*



## Theme Patches

The 3 Theme patches can fit together to form a scene!

To Earn all 3 patches:

- Sell 15+ Nuts /Chocolates units
- Sell 2+ Magazine items
- Enter 18+ emails



## Ancillary Patches

Care to Share Patch

- 5+ Care to Share items

Visualize Patch

- Upload a Video in M2OS



## Fall Personalized Patch

Girls have the choice between two backgrounds and two NEW outfits! Snorkeling Gear with Swimwear Outfit or a Paddle Board with Wetsuit Outfit! Patch comes with your personalized avatar and first name on it.

To Earn:

- Create your avatar in M2OS
- Send 18+ emails
- Sell \$300 in total combines sales (Nuts/Chocolates and Magazine)

## 2024 Girl Scout Cookie Crossover Personalized Patch

Patch comes with your personalized avatar and first name on it. Patch is mailed directly to you by M2OS

To earn the fall & cookie crossover patch:

- Create your avatar in M2 (2023 Fall Product)
- Send 18+ emails (2023 Fall Product)
- Sell 350+ packages of cookies during the 2024 Girl Scout Cookie Program





# girl scout

A Girl Scout in a Troop works directly with her Troop Coordinator and they are your first point of contact for questions or concern. The parent/guardian, Girl Scout and Troop Coordinator work as a team to track transactions and orders, request cookie product from Troop Coordinator, receive product and distribute to customers. Parent/guardians and girls work together to collect and turn in monies to Troop Coordinator in a timely manner. The Troop Coordinator enters/edits recognition orders on behalf of the Girl Scout.

In order to participate, all girls must

- 1) Be a GSCCS registered member for the 2023/2024 membership year
- 2) Owe no money to Council
- 3) Have a completed Annual Permission Form—submitted to the Troop Coordinator

## Duties and Responsibilities

- Review Parent/Guardian Product Program training provided by Council
- Review all Fall Product literature, materials and M2OS training videos on council website
- Be in constant communication with your Troop Coordinator
- Receive program materials from Troop Coordinator
- Follow all Program Basic guidelines
- Follow all Safety guidelines
- Follow all Lemonade Stands and Booth guidelines
- Take customer orders on the Fall Product order card
  - ⇒ Inform customers that nuts/chocolate items will be available in November 2023
  - ⇒ Order card orders payments are turned into Troop Coordinator
  - ⇒ Discuss with Troop Coordinator for order card payment options
- Receive nut/chocolate items from Troop Coordinator and verify counts, signs receipts
- Deliver nuts/chocolates to customers
- Collect all monies from customers and submit to Troop Coordinator for payment
- Manages their own M2OS Media Girl dashboard and promotes their own store and online sales
- Manages their own lemonade stands, walkabouts and coordinates booth activity with Troop Coordinator
- Manage final choice selections for recognitions in M2OS

### \* Program Materials

- ◆ Girl Fall Product Program Sellers Packet—ONE PER PARTICIPATING GIRL
  - ⇒ Order Card
  - ⇒ Money Envelope
  - ⇒ M2 Informational Flyer
  - ⇒ Rewards Brochure



# JULIETTES & START UP TROOP (SUT)

A Juliette/ Start Up Troop (SUT) Girl Scout works directly with councils Product Programs Department. Juliettes & SUT Girl Scouts work directly with their local council office for product pick-up, the Goldmine Store for payments and Product Department for recognitions distribution. Communications are sent directly to [customercare@girlscoutscs.org](mailto:customercare@girlscoutscs.org).

Fresno Council Office—1377 W. Shaw Ave. Fresno, CA 93711  
Bakersfield Council Office—1831 Brundage Lane. Bakersfield, CA 93304

## Juliette Information

Troop 1377: Fresno, Madera, Kings and Tulare County

Troop 1831: Kern County

## Start Up Troop Information

Troop 559: Start Up Troop 10, 13, 14, 17, 22, 23, 26, 32, 34, 38, 45, 60, 62, 63 and 65

Troop 661: Start Up Troop 609, 614, 621, 624, 626, 637, 639, 643, and 649

In order to participate, all girls must

- 1) Be a GSCCS registered member for the 2023/2024 membership year
- 2) Owe no money to Council
- 3) A completed Annual Permission Form –submitted to their Product Programs Dept.

## Duties and Responsibilities

- Review Parent/Guardian Product Program training provided by Council
- Review all Fall Product literature, materials and the M2OS training videos on the council website
- Be in constant communication with **Product Programs Dept.**
- Receive program materials from your local **Council office (Fresno/Bakersfield)**
- Follow all Program Basic guidelines
- Follow all Safety guidelines
- Follow all Lemonade Stands and Booth guidelines
- Take customer orders on the Fall Product order card
  - ⇒ Inform customers that nut/chocolate items will be available in November 2023
  - ⇒ For order card orders payments, are turned in Goldmine Store (Fresno/Bakersfield)
  - ⇒ Discuss with Product Programs for payment options
- Receive nut/chocolates items from **Council Office** and verify counts, and signs receipts
- Deliver nut/chocolate items to customers
- Collect all monies from customers and submit to **Goldmine Store** for payment
- Manages their own M2OS Medial Girl dashboard and promotes their own store and online sales
- Manages their own lemonade stands, walkabouts and coordinates booth activity with **Product Programs dept.**
- Manage final choice selections for recognitions in M2OS

### \* Program Materials

- ◆ Girl Fall Product Program Sellers Packet—ONE PER PARTICIPATING GIRL
  - ⇒ Order Card
  - ⇒ Money Envelope
  - ⇒ M2 Informational Flyer
  - ⇒ Rewards Brochure



# managing my campaign



## Girl Scouts of Central California South



### Girls and Parents/Adults

Already Registered?

**LOGIN**

New User?

**CREATE AN ACCOUNT**



### Troop Leaders or Volunteers

New and returning users

**VISIT ADMIN SITE**

Welcome to M2 Media system (M2OS), the online platform for the Fall Product Program.

Participants will receive an email invitation to set up their Girl Scout access to the M2OS. Below are the steps to successfully manage your Girl Scout campaign using M2OS.

### Getting Started

Go to [www.gsnutsandmags.com/gscs](http://www.gsnutsandmags.com/gscs). Select the Girls and Parents/Adults, Login or Create an Account.

- Enter your zip code
- Enter Girl Scout Information
- Add Account Details

You will be navigating the M2OS Girl Dashboard, you will be prompted to do the following up-on login. The more you personalize your site, the better your results will be.

- Watch a training video
- Create your Girl Scout avatar
- Record a special message to have your avatar deliver to friends and family
- Upload a photo of your Girl Scout
- Create a video message to share on your campaign storefront
- Create your Girl Scout personalize patch and add shipping information

***TIP: Write down your username and password on the Contacts Page.***



# managing my campaign

## Campaign Set Up

Promote your campaign to family and friends. Once your campaign is “launched” you can start to share your girl link on several social media platforms.

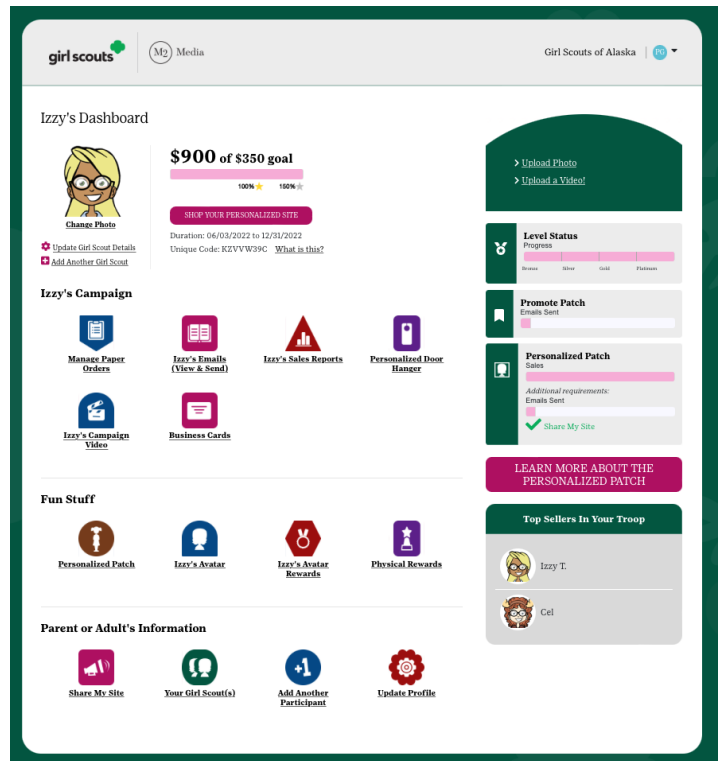
## Emails Blasts

- Send out emails to family friends to promote your campaign
- Enter /import your email contacts
- Check statuses to ensure your emails are being received and manage accordingly
- Launch your Campaign

## Share your Site

Promote your campaign by sending out your campaign link directly.

- Share your site to mobiles, email, phone message, Facebook, and Twitter
- This feature will share your avatar with a link to shop your storefront
- Customers can purchase magazines, nuts and chocolates



Help Court,

Being in Girl Scouts, I can help other people. Girl Scouts do activities and help the community while learning important skills that will help us forever. My goal this year is to earn \$500.00 to help Girl Scouts, and so that our troop can go to camp. Will you please help by shopping at my online site? Thank you.

PLAY ▶

### How You Can Support Me



#### Magazines

Visit my magazine site to purchase your favorite magazines.

SHOP MY SITE



#### Nuts and Chocolates

Visit my nuts and chocolates site to purchase your favorite treats and snacks.

SHOP MY SITE



#### Tumblers

Visit my Tervis® Tumblers site to purchase premium, insulated tumblers and water bottles.

SHOP MY SITE



#### BARK x Girl Scouts Shop

Visit my site to purchase an exclusive Girl Scout themed Mini BarkBox for dogs.

SHOP MY SITE

*TIP: M2 instructional videos are on the council website at [www.girlscoutscs.org](http://www.girlscoutscs.org).*

*Fall Product Page*





# managing my campaign (cont.)

## Manage Paper Orders

Parent/Guardians will first work with girls to enter the girls order cards items into their own M2OS girl dashboard account.

- Enter girl total nut/chocolates items by variety from girls' paper order card
- Make sure the totals match the order card, and enter total quantities for each item
- Do not enter products that were ordered "online for girl delivery", as orders are automatically entered into the M2OS system
- There are no council cupboards to acquire additional product, order accordingly if you plan on hosting a lemonade stand
- Order Cards are a one-time submission, and no re-orders/restock available

***TIP: DO NOT enter "Online Girl Delivered" products***

## Business Tools

M2OS has several business tools to support her online and in-person business. Utilize the marketing tools to generate sales.

- Send emails directly to family and friends using M2OS to promote your sale
- Use the "Share My Site" feature to send a direct link via text or to post on various mobile apps (Facebook, Twitter etc.)
- Download the print the doorhangers with your QR code already printed on them
- Download the print the business cards that have a special code for customers to use to access your storefront



## Product Delivery and Distribution to Customers

- Coordinate with your Troop/Council Coordinator to pick up your nut/chocolates items
- For discrepancies with products, contact your Troop/Council Coordinator immediately
- Distribute items to each customer, and collect payments
- Turn in all monies to your Troop Coordinator, or Goldmine Store

***TIP: Never accept product without a receipt from the Troop/Council Coordinator***

## Rewards Management & Personal Patches

Review the rewards options for at each level. Rewards are automatically calculated for each girl in M2OS.

- Parent/girl will need to enter their rewards selections into M2OS.
  - ⇒ **If no selections are made, default items will be automatically selected by Product Programs Dept.**
  - ⇒ Default items on rewards brochure
- Personalized Patches will be mailed directly to the Girl Scout using the address provided in the M2OS
  - ⇒ Ensure the address are entered and correct
  - ⇒ Ensure all avatars have been created
- Nut Bucks are a product of GSCCS Council, and not managed by the M2OS
- Nut Bucks are accumulated by combined sales (nuts, chocolates and magazine orders combined)

## Rewards Delivery and Distribution for Girls

- Coordinate with your Troop/Council Coordinator to pick up your rewards items

**Congratulations, you have successfully managed your 2023 Fall Product Program!**



