

Recording Scout Sales

To get Scouts registered into you Leader Dashboard, follow the instructions in this video:

<https://www.youtube.com/watch?v=kWIUFJ-ahMA>

Once Scouts are in your Scout Roster, you can add sales by scrolling down to the Scouts portion on the front page of the leader dashboard. Click on the shopping cart.

SCOUT NAME	STOREFRONT NRS	TOTAL SALES	TOTAL REWARDS POINTS	INVENTORY?	CASH OWED	SCOUT POINTS GOAL
	0 / 0	0	0	NO	0	0
Kim Davis	0 / 0	0	0	NO	0	0
	0 / 0	0	0	NO	0	0
	0 / 0	35	35	YES	35	0
	0 / 0	25	37.5	NO	0	0
Jim Mason	0 / 0	0	0	NO	0	0
	0 / 0	0	0	NO	0	0
	0 / 0	0	0	NO	0	0
	0 / 0	0	0	NO	0	0
	0 / 0	25	37.5	NO	0	0
	0 / 0	0	0	NO	0	0
TOTALS		\$85				

Enter the information. If you do not have the customer information or just want to do one entry, enter the scout or parent's name. Then enter the quantity of each product sold. If a product is still needing to be delivered, unclick the mark delivered box. Then click record sale. Reward points will then show up for the scouts allowing them to earn their rewards.

Record a Wagon Sale

Customer First Name: Kim
Customer Last Name: Davis
Customer Email: kimberly.davis@scouting.org
Customer Phone: (419) 422-4356

Address: 2100 Broad Ave
City: Findlay
State: OH
Zip Code: 45840

Product	Selling Price	Quantity	Total	Mark Delivered
Chocolatey Pretzels	\$25.00	0	\$0.00	<input checked="" type="checkbox"/>
Salted Caramel Popcorn Bag (20oz, 9.5 cups)	\$25.00	3	\$75.00	<input type="checkbox"/>
Unbelievable Butter Popcorn (12pk Microwave)	\$20.00	0	\$0.00	<input checked="" type="checkbox"/>
White Cheddar Cheese Popcorn Bag (Pot, 18 cups)	\$20.00	2	\$40.00	<input checked="" type="checkbox"/>
Totals		5	\$115.00	