

# The Cookie Recipe

Issue 2



A Resource Guide for Volunteers  
during the 2024 Cookie Season


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## **It's Girl Scout Cookie time!**

**Initial Order Taking kicked off and Digital Cookie online storefronts opened for the 2024 Cookie Program season on January 20!**

If you haven't already, be sure to reach out to your service unit cookie manager to pick up your program materials, including order cards and family newsletters.

If you need assistance finding out who is managing the cookie program for your service unit, please contact GSOFACT's [\*\*Customer Care Team\*\*](#) and we'll put you in contact with the volunteer for your service unit. If sending an email, please include your troop number and service unit name.

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# Action Steps

Below are action steps to take as the Initial Order Taking period gets underway and Girl Scouts begin to market their Digital Cookie storefronts to customers:

## 1. Create your troop volunteer login credentials on the Digital Cookie platform.

Troop cookie volunteers and co-leaders should have received a registration email from Digital Cookie on January 13. If you do not see your registration email, please check your junk/spam folder and search for the subject line “Cookie season is almost here! Help your troop reach their goals with Digital Cookie.” Please contact [Customer Care](#) if you still cannot locate the email.

To set up a Digital Cookie account, **you must do so on a web browser**, not in the Digital Cookie app. The app will not allow you to login without the registration set up occurring in a web browser and will not accept credentials from past years.

If you have a Girl Scout(s) participating in the Cookie Program, when you go to set-up her/their Digital Cookie site, check to make sure that you are using the link for her/their individual site, not the link for the troop. Girl Scout sites will include their first name, while the troop site will include the troop number. Do not change the troop number to a Girl Scout’s name.

## 2. Create your eBudde login credentials.

Troop volunteers gained access to eBudde on January 15. All volunteers with the co-leader or troop cookie manager role received a welcome email from eBudde that has a unique link for logging into the system for the first time. This link is unique to you and cannot be used by others. **Links are active for 48 hours.** If you were in the system last season, you will be required to change your password. Please contact [Customer Care](#) if you cannot locate your welcome email or if your access link is no longer active.

Once you have accessed eBudde:

- a. Update your information in the Contacts tab.
- b. Review the Girls tab to ensure that all Girl Scouts in your troop are listed. If there is anyone missing, please contact [Customer Care](#) with your troop number and the name(s) of the missing Girl Scout(s) so we can investigate.

## 3. Make sure that you are ready and trained!

Troop cookie volunteers must be registered and approved for the 2023-2024 membership year. You can confirm your registration status via [MyGS](#) —always accessible via the icon on the upper right corner of our website. If you are not currently registered, you can register via [MyGS](#).

Once you have accessed your account in the membership system and confirmed you are registered and approved, make sure you have the co-leader or the troop cookie manager role assigned to your membership. If you need assistance, please contact [Customer Care](#).

If you were unable to attend a training, or need a refresher, we have a prerecorded [cookie training video](#) available for troop cookie volunteers.

## Virtual Cookie Rally

The Virtual Cookie Rally went live on January 18! This pre-recorded cookie rally has great information about this year’s Cookie Program and fun activities for Girl Scouts! Girl Scouts can watch the rally separately or together for a fun troop activity. **You can watch the rally now!**

**Note: There will be a QR code at the end of the rally that will link to the JotForm to order rally patches for Girl Scouts that watch the rally.**

## Cookie Chats

Our next Cookie Chat will be on January 23 at 7:00 PM! New troop cookie volunteers will want to join us for this walk-through of the Digital Cookie platform.

### **Digital Cookie Overview**

Time: January 23, 2024 07:00 PM Eastern Time (US and Canada)

#### [Join Zoom Meeting](#)

Meeting ID: 924 8770 3306

Passcode: Cookies

### **Submitting the Initial Order**

Time: February 15, 2024 07:00 PM Eastern Time (US and Canada)

#### [Join Zoom Meeting](#)

Meeting ID: 987 5237 6216

Passcode: Cookies

### **Initial Order Call-In Night**

Time: February 25, 2024 06:00 PM Eastern Time (US and Canada)

#### [Join Zoom Meeting](#)

Meeting ID: 980 9475 1423

Passcode: Cookies

### **Finalizing the Cookie Program for Your Troop**

Time: April 16, 2024 07:00 PM Eastern Time (US and Canada)

#### [Join Zoom Meeting](#)

Meeting ID: 975 1865 6511

Passcode: Cookies

## Upcoming Key Dates

**February 16** – ACH Authorization form due (if not already submitted.)

**February 23** – End of Initial Order taking. Parent deadline for order entry in Digital Cookie.

**February 24** – Goal Getter order taking begins.

**February 25** – Troop Initial Order due in eBudde.

**March 1** – Delivery site timeslots open in eBudde.

**March 16** – Cookie Delivery Day. Start of Booth Sales.

Be sure to check out our [Cookie Program Resources page](#) for a complete catalog of resources for Girl Scouts, families, and volunteers.