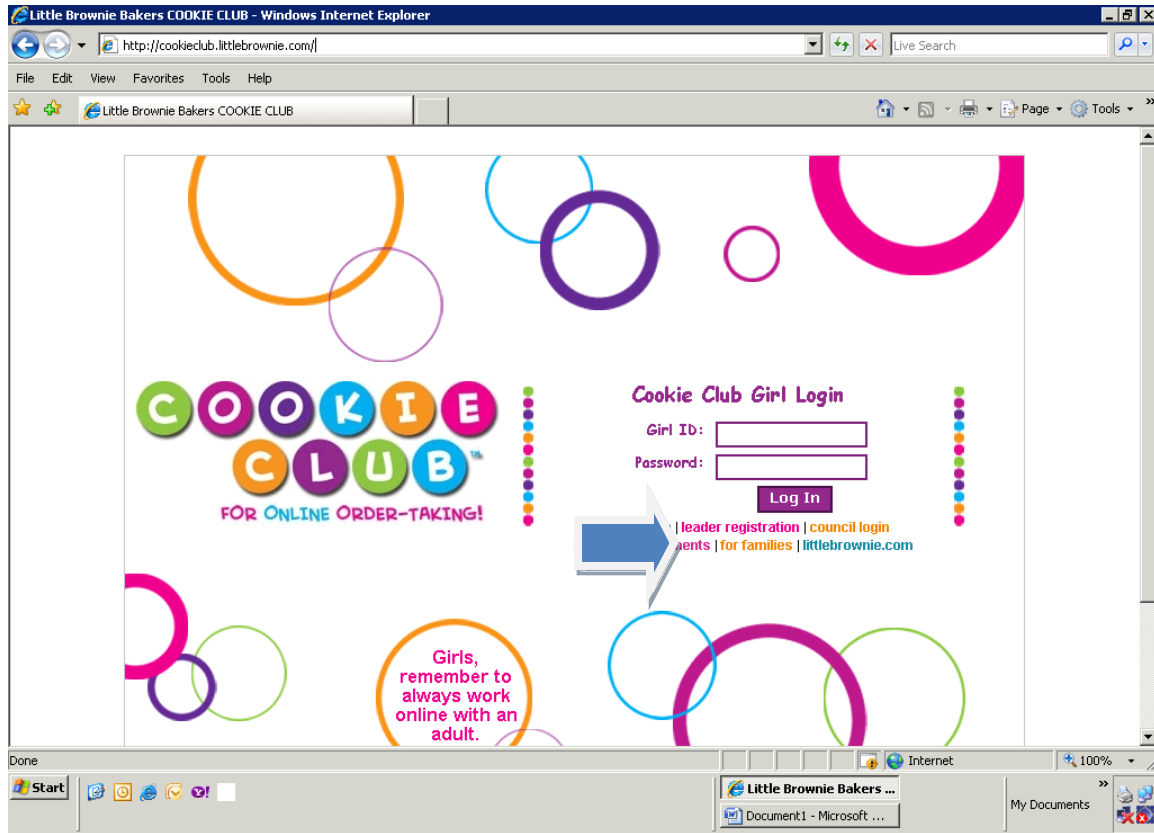
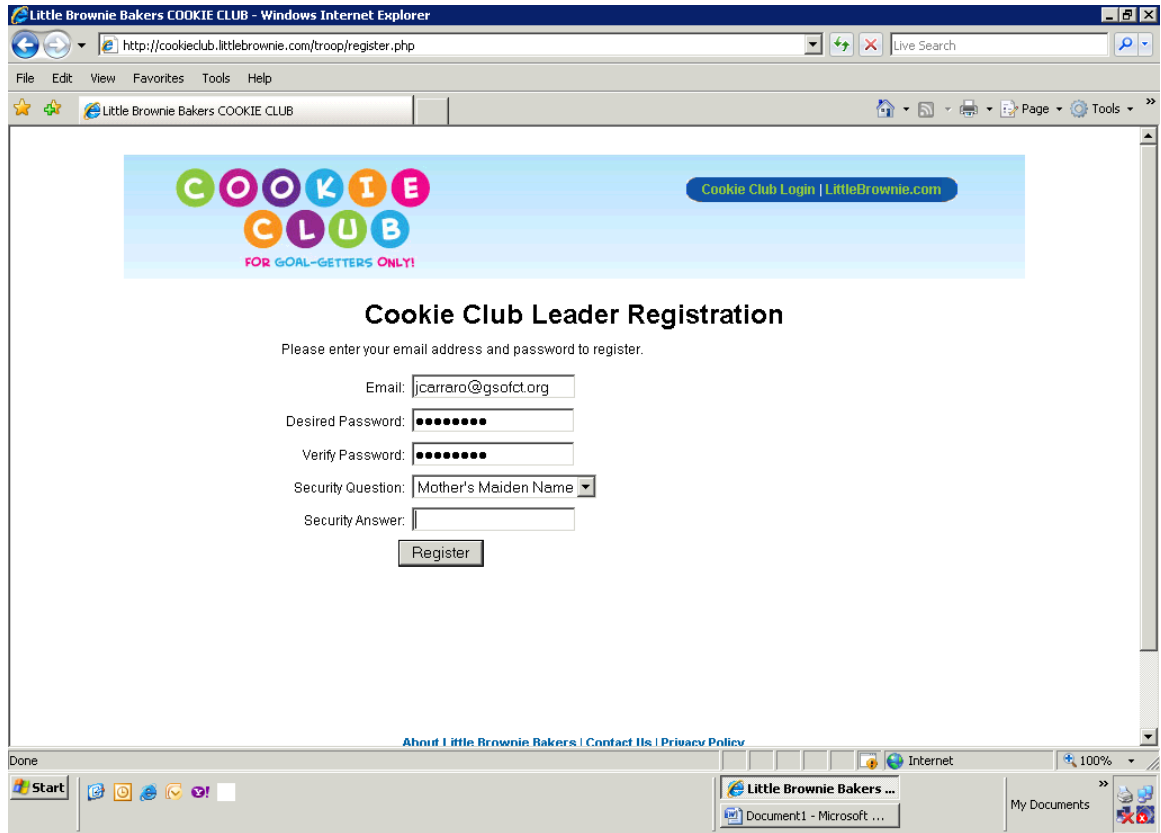


How to Register your troop for Cookie Club



1. Visit <http://cookieclub.littlebrownie.com/>
Click on “leader registration” below the login screen.

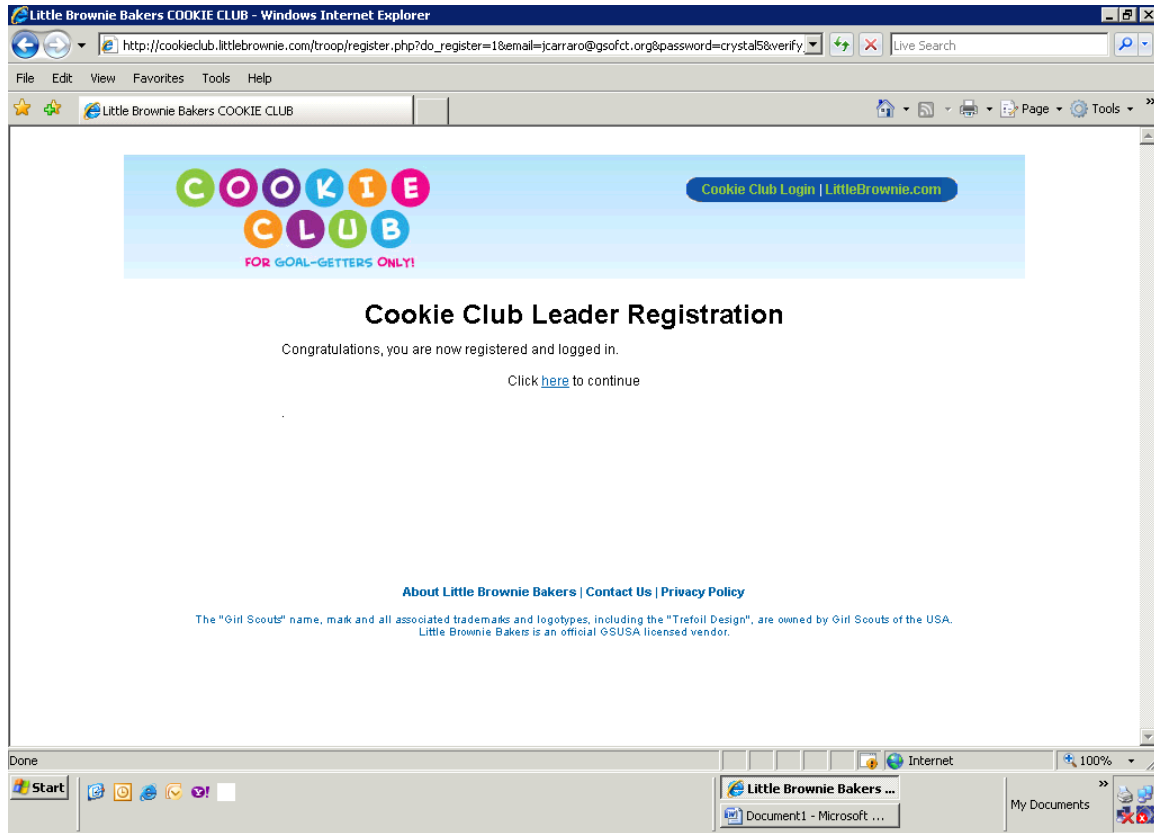
How to Register your troop for Cookie Club



The screenshot shows a web browser window titled "Little Brownie Bakers COOKIE CLUB - Windows Internet Explorer". The address bar shows the URL "http://cookieclub.littlebrownie.com/troop/register.php". The page features a header with the "COOKIE CLUB" logo and the tagline "FOR GOAL-GETTERS ONLY!". A navigation link for "Cookie Club Login | LittleBrownie.com" is visible in the top right. The main heading is "Cookie Club Leader Registration", followed by the instruction "Please enter your email address and password to register." The registration form includes fields for "Email:" (containing "jcarraro@gsfct.org"), "Desired Password:" (masked with dots), "Verify Password:" (masked with dots), "Security Question:" (a dropdown menu with "Mother's Maiden Name" selected), and "Security Answer:". A "Register" button is located below the form. At the bottom of the page, there are links for "About Little Brownie Bakers", "Contact Us", and "Privacy Policy". The Windows taskbar at the bottom shows the Start button, several application icons, and the taskbar itself with open windows for "Little Brownie Bakers ..." and "Document1 - Microsoft ...".

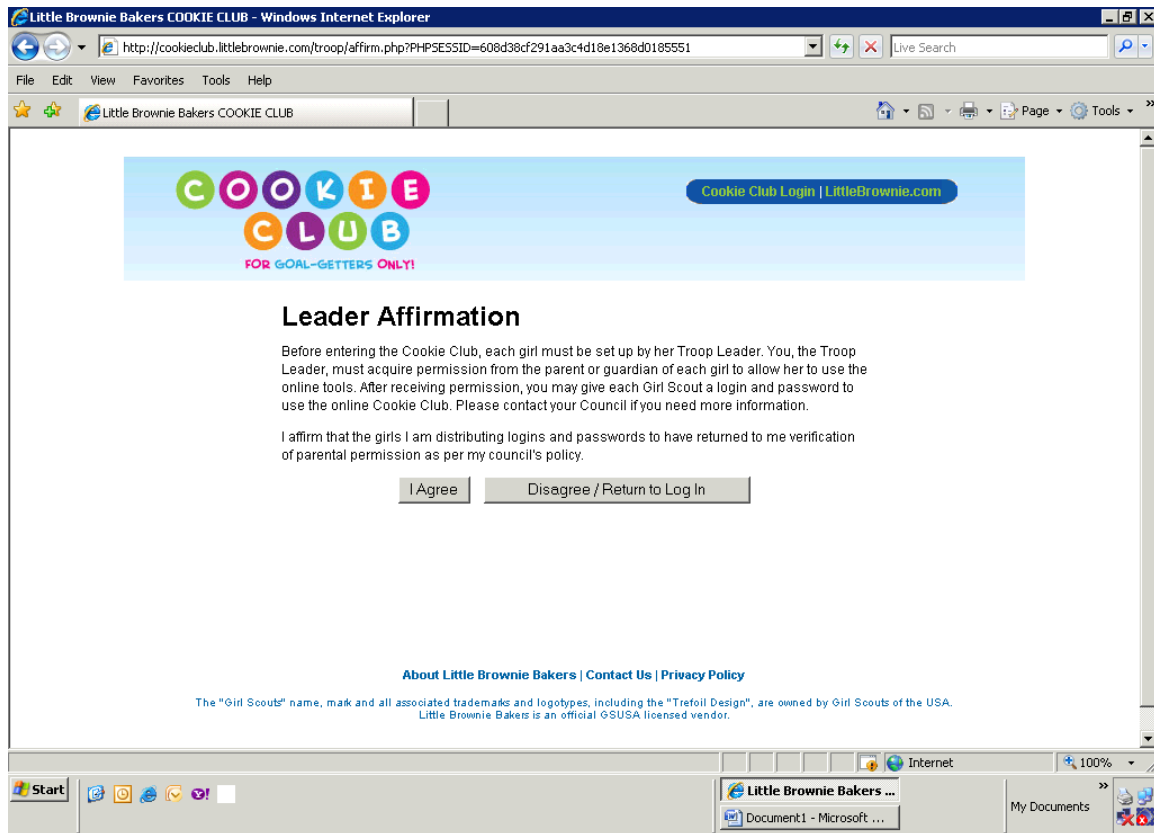
2. Fill out the information requested and click “Register”.

How to Register your troop for Cookie Club



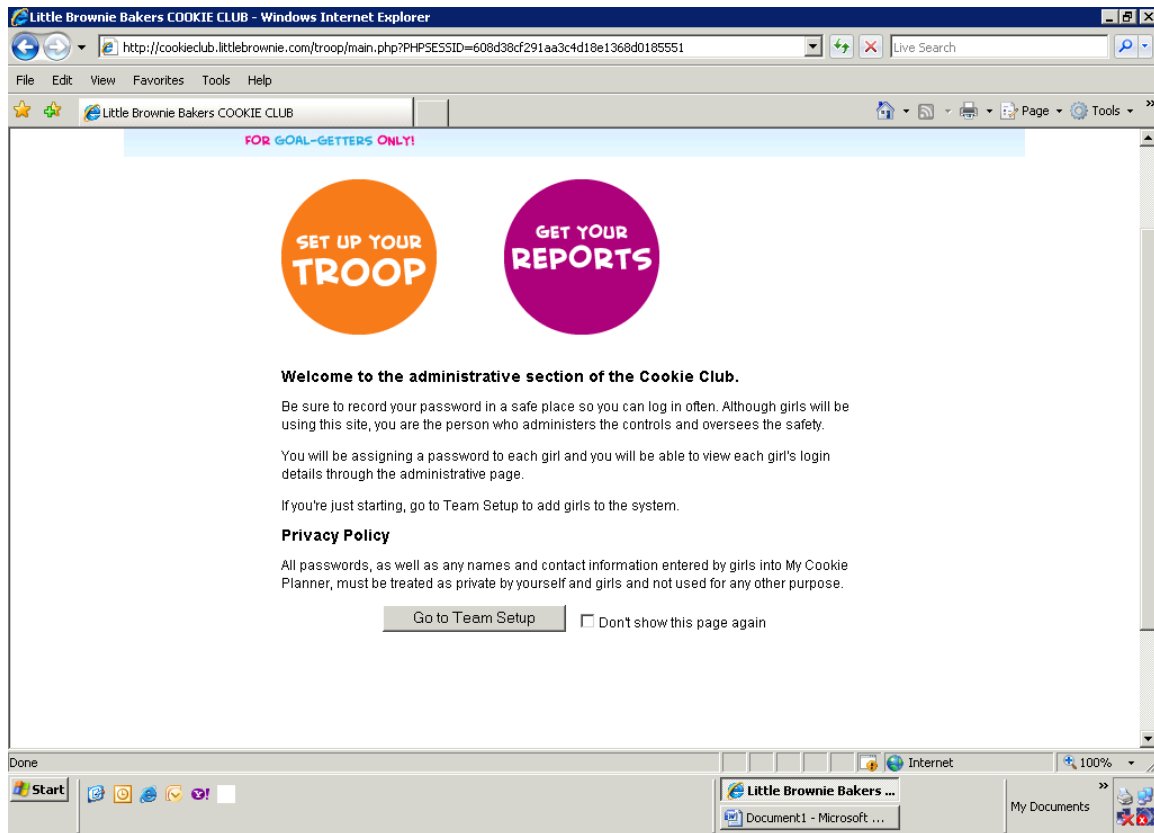
3. This screen will come up. Click “here” to continue.

How to Register your troop for Cookie Club



4. Read the “Leader Affirmation” and click “I agree”.

How to Register your troop for Cookie Club



5. Click "Go to Team Setup".

How to Register your troop for Cookie Club

Setup

*I affirm that I have received verification of parental permission as per my council's policy for each girl I will distribute Cookie Club login details to. [Print roster of girl access information.](#)
[See Sample Permission Form](#)*

My Email: jcarraro@gsoftc.org Show / Allow me to change my login information

Select Troop: New

My Council: Connecticut

My Troop / Group Number: 33333 **Number of girls selling cookies: (required)** 5

Our Troop Goal: Troop33333 Service Project **Boxes Needed to Reach Goal:** 200
(activity/service project)

Enter / Edit girl information below.

First Name	Last Name	Age	Girl's ID	Girl's Password	GSUSA ID (optional)	Delete?
Sunny	Johnson					<input type="checkbox"/>
Allison	Mangles					<input type="checkbox"/>
Jess	Carran					<input type="checkbox"/>

6. Enter your troop's information and the girls' names and click the "Submit" button.

How to Register your troop for Cookie Club

Little Brownie Bakers COOKIE CLUB - Windows Internet Explorer

http://cookieclub.littlebrownie.com/troop/edit.php

File Edit View Favorites Tools Help

Little Brownie Bakers COOKIE CLUB

Enter / Edit girl information below. **Submit**

First Name	Last Name	Age	Girl's ID	Girl's Password	GSUSA ID (optional)	Delete?
Sunny	Johnson	0	sunny33333			<input type="checkbox"/>
Allison	Mangles	0	allison33333			<input type="checkbox"/>
Jess	Carraro	0	jess33333			<input type="checkbox"/>
Ann	Hacku	0	ann33333			<input type="checkbox"/>
Kathy	McFarland	0	kathy33333			<input type="checkbox"/>
						<input type="checkbox"/>
						<input type="checkbox"/>
						<input type="checkbox"/>
						<input type="checkbox"/>
						<input type="checkbox"/>
						<input type="checkbox"/>
						<input type="checkbox"/>
						<input type="checkbox"/>
						<input type="checkbox"/>
						<input type="checkbox"/>
						<input type="checkbox"/>

Thank you for helping us reach our goal so we can:

Promise Email Text
[View all activity](#)
The text you enter at left will be the team message for your girls' Friends and Family Promises emails. You can edit this personalized team message any time.

7.The system will generate IDs for the girls.

How to Register your troop for Cookie Club

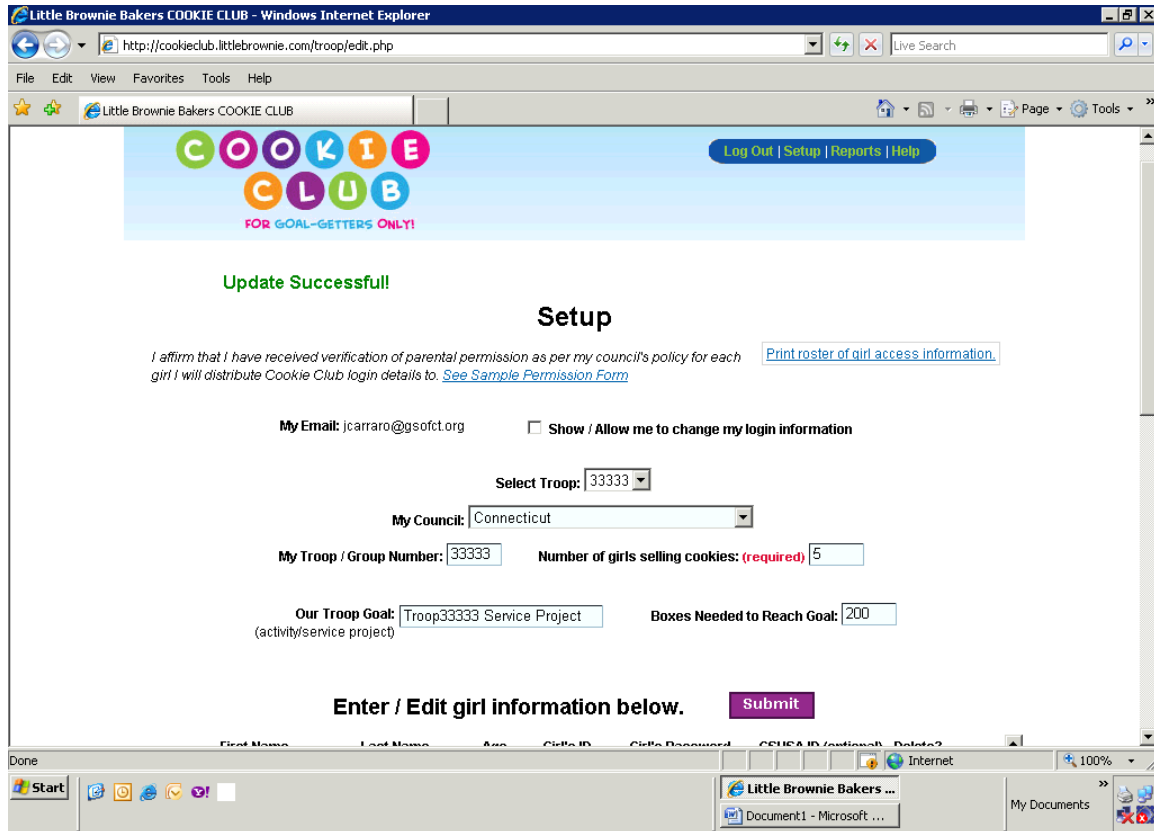
The screenshot shows a web browser window titled "Little Brownie Bakers COOKIE CLUB - Windows Internet Explorer". The address bar shows the URL "http://cookieclub.littlebrownie.com/troop/edit.php". The page content includes a table with columns for Girl Name, Troop Name, Troop Number, Troop ID, and Password. The first three rows are populated with data:

Jess	Carraro	0	jess33333	gsct22	<input type="checkbox"/>
Ann	Hacku	0	ann33333	gsct22	<input type="checkbox"/>
Kathy	McFarland	0	kathy33333	gsct22	<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
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					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>

Below the table, there is a text box with the text "Thank you for helping us reach our goal so we can: do our service project". To the right, there is a section titled "Promise Email Text" with a link "View all activity" and the text: "The text you enter at left will be the team message for your girls' Friends and Family Promises emails. You can edit this personalized team message any time by returning to this page." Below this is the text: "The salutation and signature will be system-generated." At the bottom of the form is a purple "Submit" button. At the very bottom of the page, there are links for "About Little Brownie Bakers | Contact Us | Privacy Policy" and a copyright notice: "The 'Girl Scouts' name, mark and all associated trademarks and logotypes, including the 'Trefoil Design', are owned by Girl Scouts of the USA."

8. Assign the girls a password and hit the “submit” at the bottom of this screen.

How to Register your troop for Cookie Club



9. You will see “Update Successful!” at the top of this screen to show that your changes have been saved.

10. The girls can now login and send their emails. Upon login a safety activity will begin which they will complete. They can then send out their emails to “ask friends and family”.