

## **My Cookies: Initial Order**

A new tab labeled "My Cookies" exists on your Digital Cookie Dashboard



On that tab, your council may be offering the ability for you to enter your Girl Scout's **Initial Cookie Order** if you are accessing the tab prior to the initial order deadline.

When you select the "My Cookies" tab, your screen will display a place to enter your Girl Scout's Initial Order. Simply enter the cookies your Girl Scout needs to fill the orders from her paper order card (and any extras you may want). Do NOT include any in-person delivery orders received online. Prior to the initial order, those are already ordered for you.

	Initial Cookie Order and Settings						
Girl Delivery orders already included.	Initial Order: 208 packages   Packages you entered: 208  Packages from approved <u>Digital Cookie delivery orders</u> ; 0  Your initial order form can no longer be edited. It's past the parent's due date.	Girl Scout delayers settings (below) arents due date: 09/30/2020					
	Important Interfolds	do-si-dos					
	samoas 44 32	thin mints					
	girl scout smores 12 toffee-tastic 3	Donations 7					
	<ul> <li>If you used this form, your troop leader has your initial order count.</li> <li>Since you can no longer edit the form, contact your troop leader if you need to make</li> </ul>	a change.					

This will need to be completed prior to the Parents Due Date noted in the upper right hand corner of the section. After the due date, you can't make edits to the numbers on this section and it will only appear at the top of your "My Cookies" dashboard to view.

Sophi	a's Cookies
Go to Delivery Settings	View entered Initial Inventory

**NOTE:** The package totals entered here do not automatically transmit to the Troop Cookie Manager's order entry system. Please confirm with the Cookie Manager that she has received and viewed your order.

Digital Cookie<sup>™</sup> 2022



If you approved a digital order near the end of the initial order period and want to be sure it was included in the cookies you will be receiving on your initial order pickup, you can navigate to the "Orders" tab and check "Included in Initial Order". This won't be updated until after the initial order has been placed by your troop.

Order #	Cookie Pkgs	Deliver to	Delivery Address	Order Date	Initial Order	D
05119512	2	Jasmine garcia	1602 Kepner Dr, Anchorage, AK	10/20/2021		Γ

No checkmark means it was not included in your initial order and you will need to be sure to get the cookies to fill that customer's order.