

Fall Product Program Troop Guide

What is the Fall Product Program?

This program is an integral part of a Girl Scout's journey toward leadership, learning, and developing:

Goal setting
Teamwork
Presentation skills
Customer service
Money management

The Fall Product Program is an easy, fun way to earn startup funds for your troop activities at the beginning of the Girl Scout year - don't miss out on all the fun!

Mark Your Calendar!

Early-Access for troop volunteers	September 4, 2020
SALE BEGINS! Online & in-person	September 11, 2020
Last day for in-person ordering by the order card	October 2, 2020
Family deadline for entering in-person orders into M2 Media's Online System <u>Online girl-delivered items should not be re-entered</u>	October 2, 2020
Last day for online girl delivery orders	October 4, 2020
Deadline for troops to enter any missing orders or edit in-person sales	October 4, 2020
Delivery of in-person nut/chocolate items to service units <u>You will be notified by your Service Unit Fall Product Manager (SUFPM) of pickup time</u>	October 26-28, 2020
Online sales for direct-ship nuts and magazines ends	November 20, 2020
Last day for girls/troops to make reward choices	November 23, 2020
All money must be turned in to the troop and the troop must have the council paid in full.	November 24, 2020

- » You will receive your volunteer access email on the program early access date, which will prompt you to create a password to access your volunteer account via M2 Media's Online System, the licensed vendor service for the Fall Product Program.
- » You will be prompted to complete certain account information, as applicable - watch a short system training video, enter a mailing address, create your Me2 Avatar, and send access emails to the participants in your troop.
- » You will be able to see a list of pre-uploaded girls. We will continue to upload newly registered girls throughout the sale.
- » Girls can launch their accounts on September 11, 2020. Please note that the system will not accept any early participant activity; girls must wait until the sale launch date.
- » Participants can enter their own paper orders into their accounts through October 2, 2020. If they do not enter their orders, you will need to do so through your volunteer account.
- » Troops will earn \$2.00 per magazine sale and \$1.00 per nut or candy item sold.

Adding Girl Orders into M2 Media's Online System:

Parents can add orders into M2 Media's Online System through October, 2 at 11:59 p.m. EST. Troop leaders cannot add any orders until after the parents deadline has ended. Troop's will have until October 4 at 11:59 p.m. EST. to enter any orders not entered by the parents.

- » Choose "Paper Order Entry" from your dashboard.
- » Click the pink pencil next to the girl's name to edit/enter orders.

DO NOT enter online girl-delivered products

- » Enter the total nut/candy items by variety from her order card. Click "Update". Make sure the totals match.
- » There is no submit button! Orders are transmitted for fulfillment automatically after the cutoff date.

Tips!

Only order the exact number of nut/candy items sold, as product cannot be returned.

Rewards are automatically calculated. Please note that rewards will take 1-2 hours to update after adjustments have been made to products sold.

Care to Share Program

The Care to Share Program is a great way for customers to give back to the community! Girls collect donations (in \$7 increments) and Girl Scouts of South Carolina—Mountains to Midlands takes care of delivering the product! Each donation is credited to the girl's sales and the troop receives \$1 in troop proceeds per donation sold. Girls earn the Care to Share patch by receiving 3 or more donations.

South Carolina—Mountains to Midlands will be making donations of product to Blue Star Mothers.



Fall Personalized Patch

To earn:

- » Create your M2 avatar
- » Send 15+ emails
- » Sell \$250 nut/candy items + magazines.
- » Choose your background & whether your avatar wears her Girl Scout Uniform or Safari outfit!

Girl Scout Cookie Crossover Patch

To earn:

- » Create your M2 avatar in the fall & send 15+ emails
- » Sell 250 packages of cookies during the 2021 Girl Scout Cookie Program

After Sale Wrap Up!

Products

Remember, all product is automatically submitted for fulfillment! There is no "submit" button!

- » Coordinate with your SUFPM to pick up your troop's nut/candy items.
- » Print a delivery ticket for each girl's order from your dashboard. After you have delivered the items to each girl, have her parent count/inspect each item and sign the delivery ticket for your records.

Rewards

Girls must make their rewards selections online by November 23, 2020.

- » If a girl does not make her selections, you may do so through the troop account until November 23, 2020.
- » Reward deliveries will be coordinated with your SUFPM in a similar fashion to products.

Deliveries

Troops should make sure their girls coordinate delivery of product with their customers. Happy customers equal return customers!

- » Girls will receive an online report of orders with email addresses and phone numbers of their customers.
- » Participants may contact M2 customer service for additional customer information if necessary for delivery.

We Appreciate You!
Thank you for being an integral part of the Fall Product Program!

Girl Scouts of South Carolina—Mountains to Midlands

customercare@gssc-mm.org
1.800.849.GIRL

Questions?

For questions regarding specific council-related details, contact your SUFPM.

For questions regarding the system or other general sale questions, contact M2 Customer Support!

Service Unit Fall Product Manager

Name: _____

Email: _____

Phone: _____

M2 Customer Service

question@gsnutsandmags.com
800.372.8520