

## Booth Divider Directions

Log in to Smart Cookies

Go to Booth

Select My Reservations

The screenshot shows the 'Troop Cookie Manager' dashboard for Troop 2753. The 'Booth' menu is expanded, listing options: Schedule Booths, My Reservations, Troop Secured Booths, About Booth Sales, Booths: The "No-Delivery" Cookie Sale, Activities, Promotion During the Booth Sale, Pre-Booth Sale Promotion, and Booth Sale Checklist. A progress bar indicates 18.07% completion with 813 sold packages. A goal of 4500 packages is shown.

Find the Council or Troop secured booth and use the scroll bar at the bottom to move to the right side of the screen (you can also zoom out to see the right side of the table)

The screenshot shows the 'booths/reservations' page with a table of reservations. The table has columns for STORE, ADDRESS, CITY, ZIP CODE, DATE, TIME, and PREMIUM. The table is partially visible, showing rows for Kroger, Walmart, and Lowe's.

STORE	ADDRESS	CITY	ZIP CODE	DATE	TIME	PREMIUM
Kroger	1653 Basswood Blvd	Fort Worth	76131	Feb 11	01:00 PM - 03:30 PM	<input type="checkbox"/>
Kroger	3300 Texas Sage Trail	Fort Worth	76177	Feb 07	04:00 PM - 08:00 PM	<input type="checkbox"/>
Walmart	8520 N Beach Street	Fort Worth	76224	Jan 20	03:00 PM - 06:00 PM	<input checked="" type="checkbox"/>
Lowe's	NW Centre DR	Fort Worth	76135	Feb 03	03:00 PM - 06:00 PM	<input checked="" type="checkbox"/>
Walmart	1401 North Saginaw Blvd	Saginaw	76179	Jan 28	12:00 PM - 03:00 PM	<input checked="" type="checkbox"/>
Kroger	3300 Texas Sage Trail	Fort Worth	76177	Feb 22	04:00 PM - 08:00 PM	<input type="checkbox"/>
Walmart	8520 N Beach Street	Fort Worth	76224	Feb 11	03:00 PM - 06:00 PM	<input checked="" type="checkbox"/>
Walmart	8520 N Beach Street	Fort Worth	76224	Jan 26	04:00 PM - 08:00 PM	<input checked="" type="checkbox"/>
Walmart	1401 North Saginaw Blvd	Saginaw	76179	Jan 27	12:00 PM - 03:00 PM	<input checked="" type="checkbox"/>
Kroger	4750 W Bailey Boswell Rd.	Fort Worth	76179	Feb 12	04:00 PM - 08:00 PM	<input type="checkbox"/>

## Booth Divider Directions

Click on the hamburger menu (3 dots) and select Smart Booth Divider

CITY	ZIP CODE	DATE	TIME	PREMIUM	TYPE	STATUS	QTY SOLD	TOTAL \$
Worth	76131	Feb 11	01:00 PM - 03:30 PM	<input type="checkbox"/>	FCFS		0	0
Worth	76177	Feb 07	04:00 PM - 08:00 PM	<input type="checkbox"/>	FCFS		0	0
Worth	76224	Jan 20	03:00 PM - 06:00 PM	<input checked="" type="checkbox"/>	FCFS	Booth Details Smart Booth Divider Remove Reservation		
Worth	76135	Feb 03	03:00 PM - 06:00 PM	<input checked="" type="checkbox"/>	FCFS		0	0
ginaw	76179	Jan 28	12:00 PM - 03:00 PM	<input checked="" type="checkbox"/>	FCFS		0	0
Worth	76177	Feb 22	04:00 PM - 08:00 PM	<input type="checkbox"/>	FCFS		0	0
Worth	76224	Feb 11	03:00 PM - 06:00 PM	<input checked="" type="checkbox"/>	FCFS		0	0
Worth	76224	Jan 26	04:00 PM - 08:00 PM	<input checked="" type="checkbox"/>	FCFS		0	0
ginaw	76179	Jan 27	12:00 PM - 03:00 PM	<input checked="" type="checkbox"/>	FCFS		0	0
Worth	76179	Feb 12	04:00 PM - 08:00 PM	<input type="checkbox"/>	FCFS		0	0

Enter the number of cookies sold at the booth

To enter Troop to Troop Donations, put the entry under CShare (Note you can only enter cookie share in boxes of cookies. If you received \$50 in donations, you can only enter 12 boxes of cookies. Save the extra until it rounds to an even \$4 for a box of cookies)

Select 'Save and Distribute Sales'

**Smart Booth Divider Distributed Sales**

**Booth Summary (Packages)**

Walmart  
8520 N Beach Street  
Fort Worth TX, 76224  
Saturday, January 20  
03:00 PM - 06:00 PM

Total Left to Distribute: 0  
Total Distributed: 0  
Total Sold: 151  
\$605.00

You MUST distribute all the packages sold to the girls in your troop.

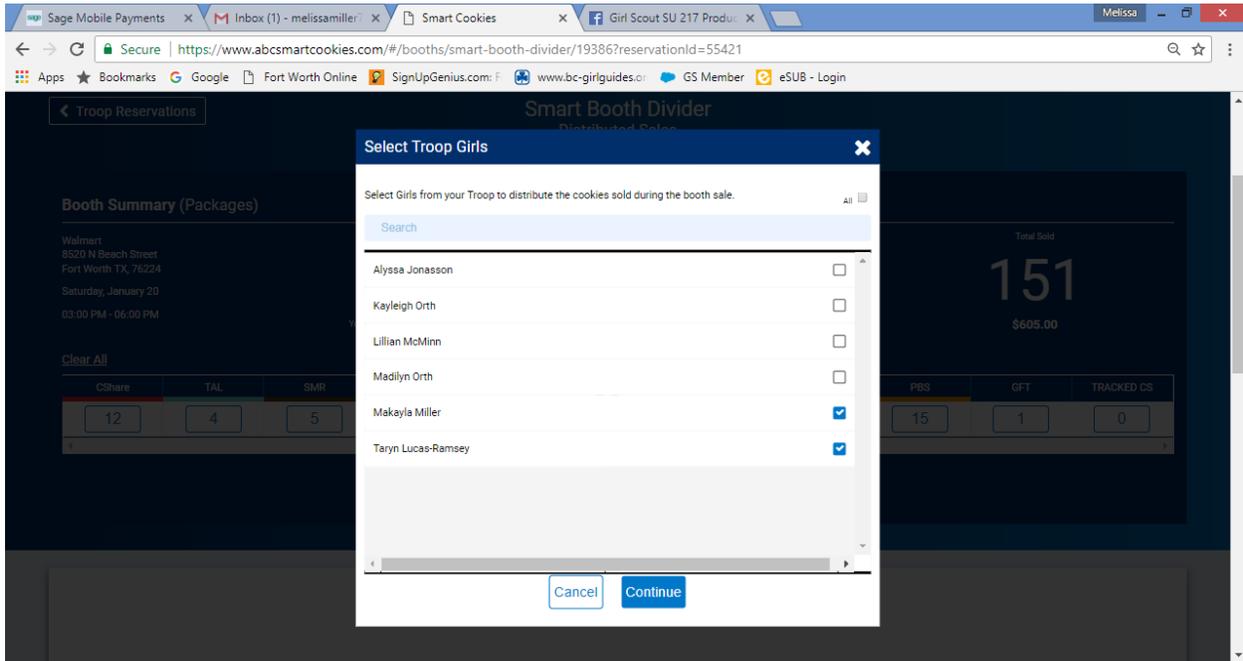
Clear All

CShare	TAL	SMR	LEM	SB	TM	PBP	CD	PBS	GFT	TRACKED CS
12	4	5	19	7	46	18	24	15	1	0

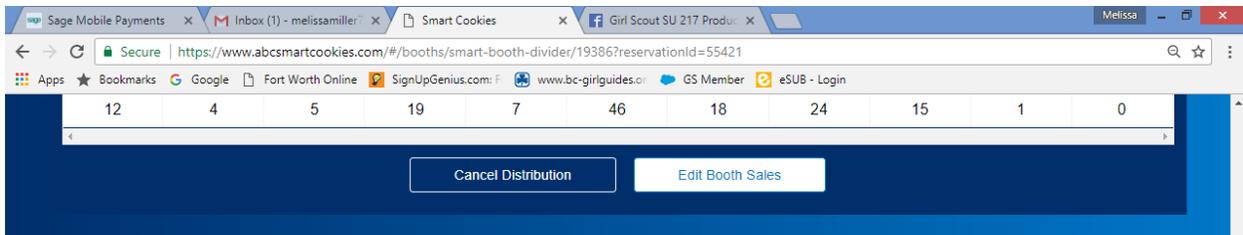
Save and Go Back    Save and Distribute Sales

## Booth Divider Directions

Select the girls who were at the booth and select continue



The smart booth divider will divide each column by the number of girls evenly. The bottom row will show boxes you have to distribute manually.



2 Girls

[Clear All](#)

GIRL NAME	CShare	TAL	SMR	LEM	SB	TM	PBP	CD	PBS	GFT	TRACKED CS	PACKAGES
Makayla Miller	6	2	2	9	3	23	9	12	7	0	0	73
Taryn Lucas-Ramsey	6	2	2	9	3	23	9	12	7	0	0	73
Packages left to Distribute	0	0	1	1	1	0	0	0	1	1	0	5
Troop Total	12	4	4	18	6	46	18	24	14	0	0	146

## Booth Divider Directions

Add those boxes to girls as you see fit. If there were girls there longer than others, you can adjust the smart dividers numbers manually. Once you have all the cookies distributed you select SAVE. A pop up will confirm that the cookies were distributed.

GIRL_NAME	CShare	TAL	SMR	LEM	SB	TM	PBP	CD	PBS	GFT	TRACKED CS	PACKAGES
Makayla Miller	6	2	3	9	4	23	9	12	7	0	0	75
Taryn Lucas-Ramsey	6	2	2	10	3	23	9	12	8	1	0	76
Packages left to Distribute	0	0	0	0	0	0	0	0	0	0	0	0
<b>Troop Total</b>	<b>12</b>	<b>4</b>	<b>5</b>	<b>19</b>	<b>7</b>	<b>46</b>	<b>18</b>	<b>24</b>	<b>15</b>	<b>1</b>	<b>0</b>	<b>151</b>

**ALSO VISIT**  
[girlscoutcookies.com](#)  
[girlscouts.org](#)

**COOKIE FINDER APP**  
[Available on the App Store](#)  
[Available on Google Play](#)

**Message:** You have successfully distributed the packages sold to troop girls; T2G, Virtual Cookie Share transactions were created, and Tracked Cookie Share.

You can confirm the transfers by going to Reports and selecting the Girl Balance Summary to see what was distributed to the girls. Cookie Share Sales are shown near the top. Booth transfers are shown under Booth Transfers IN. There will be no financial transactions needed to the girl for booth transfers.

Page: 5  
Date: 1/21/2018

### ABC Smart Cookies Girl Balance Summary

**Troop Desc** 2753  
**Girl Name** Makayla Miller  
**Grade Level** Eight  
**GSUSAID** 000023974562  
**Cookie Share Sales** 6  
**Cookie Sales** Initial Orders 0  
 Smart Cookies Direct Ship 0

**Booth Transfers IN**

OrderID	Details	Ref Number	Amount
13825	To: Makayla Miller, FROM: Troop: 2753		69
<b>Total</b>			<b>69</b>

**Non-Booth Transfers IN**

OrderID	Details	Ref Number	Amount
7542	To: Makayla Miller, FROM: Troop: 2753		144
<b>Total</b>			<b>144</b>

**Non-Booth Transfers OUT**

OrderID	Details	Ref Number	Amount
11059	To: Troop: 2753, From: Makayla Miller		(69)
<b>Total</b>			<b>-69</b>

## Booth Divider Directions

Parents can see their girl transactions by logging into the girl's account and on their dashboard it will show how many cookies were transferred in by booth as cookies sold and cookie share.

The screenshot shows a web browser window with the URL <https://www.abcsmartcookies.com/#/girl/dashboard>. The dashboard features a blue background with a green circle containing the text "135- 199 Packages" and a circular image of a "Drawstring Bag" with a floral pattern and the text "Stand Strong". Below these are two summary cards: "Sales credited to me: 150" and "Packages sold (from on hand inventory): 0".

Sales credited to me: 150			
Initial order / Transfers	75	Booth / Cookie Share	75
Total Owed	\$300.00	Booth	69
Amount Paid	\$308.00	Cookie Share	6
Balance Owed	\$-8.00	Smart Cookies Direct Ship	0
		e-card	0
		Smart Cookies Mobile	0
		Social Link	0

Packages sold (from on hand inventory): 0		
Girl Delivery	0	Other 0
e-card	0	Update the number of packages you sold at other occasions (door-to-door).
Smart Cookies Mobile	0	