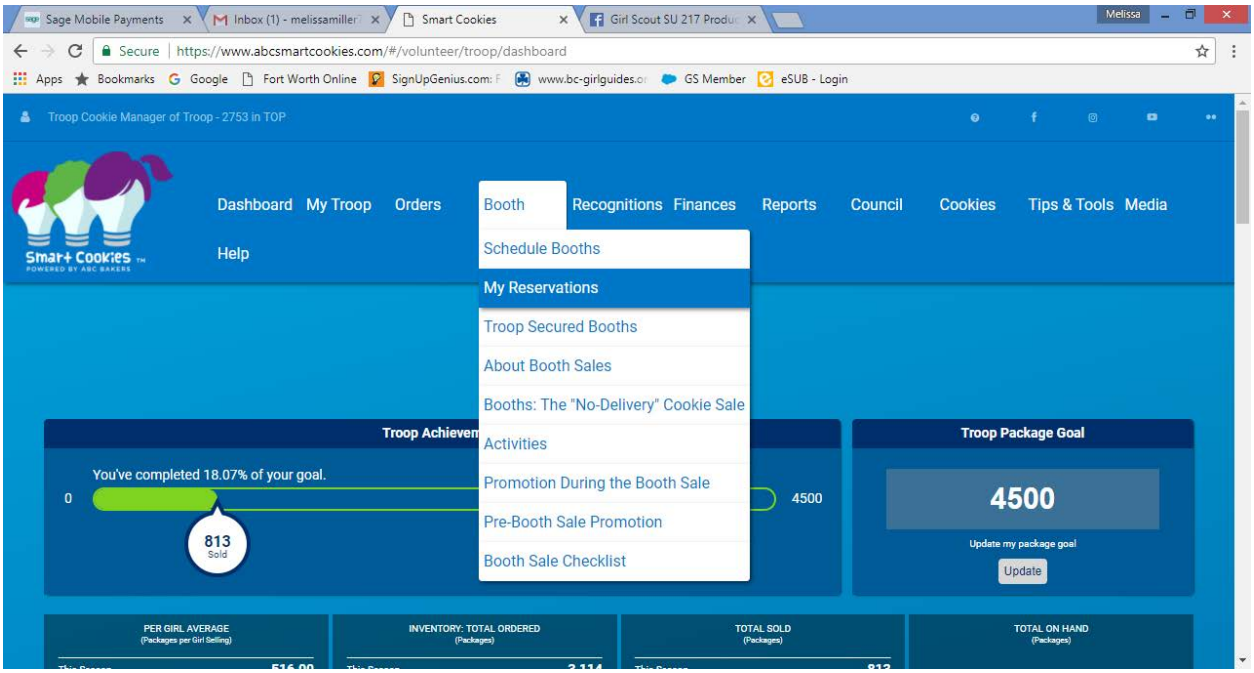
Booth Divider Directions

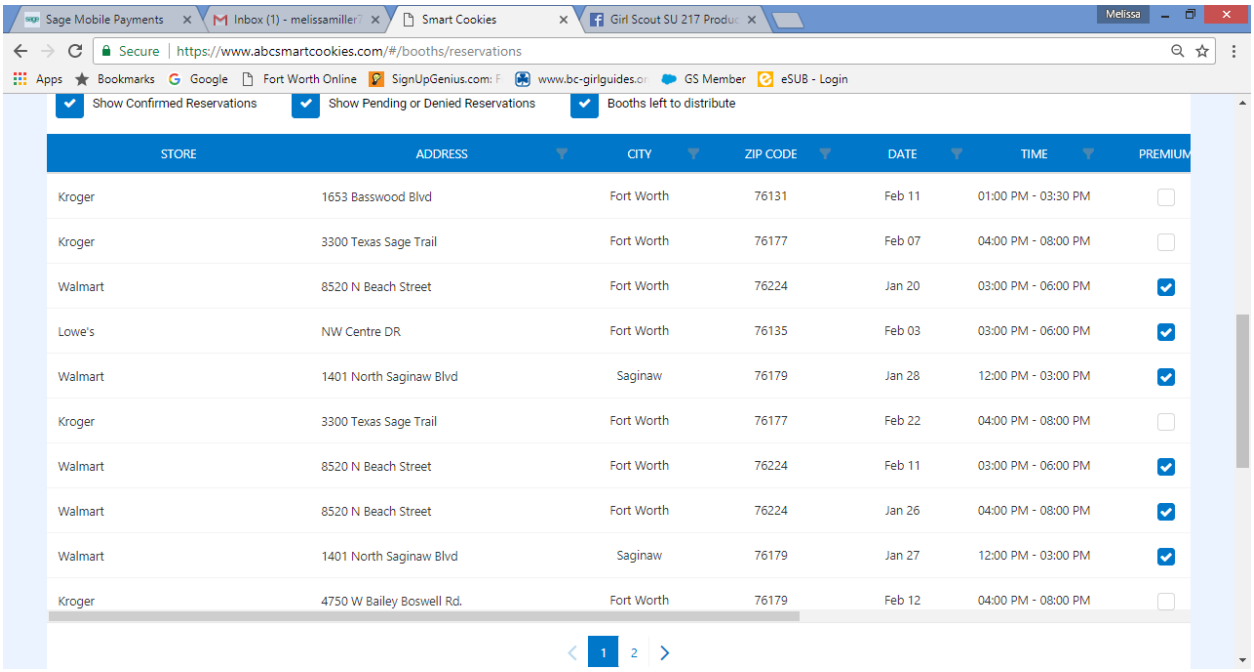
Log in to Smart Cookies

Go to Booth

Select My Reserations



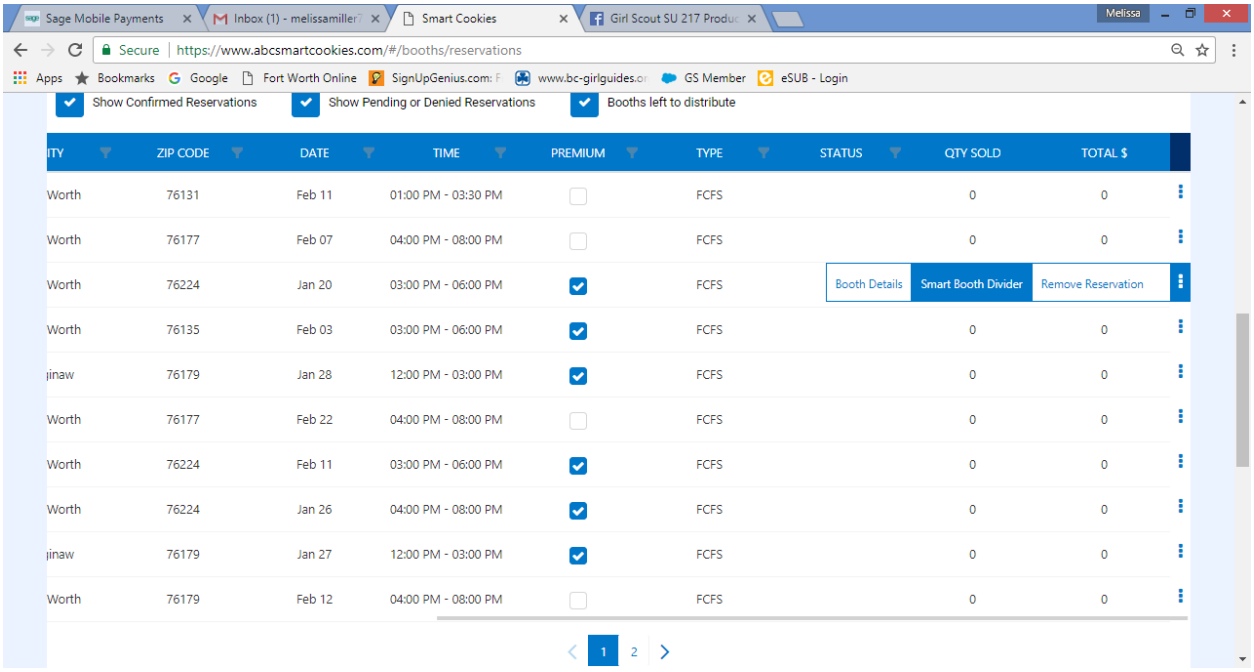
Find the Council or Troop secured booth and use the scroll bar at the bottom to move to the right side of the screen (you can also zoom out to see the right side of the table)



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

Booth Divider Directions

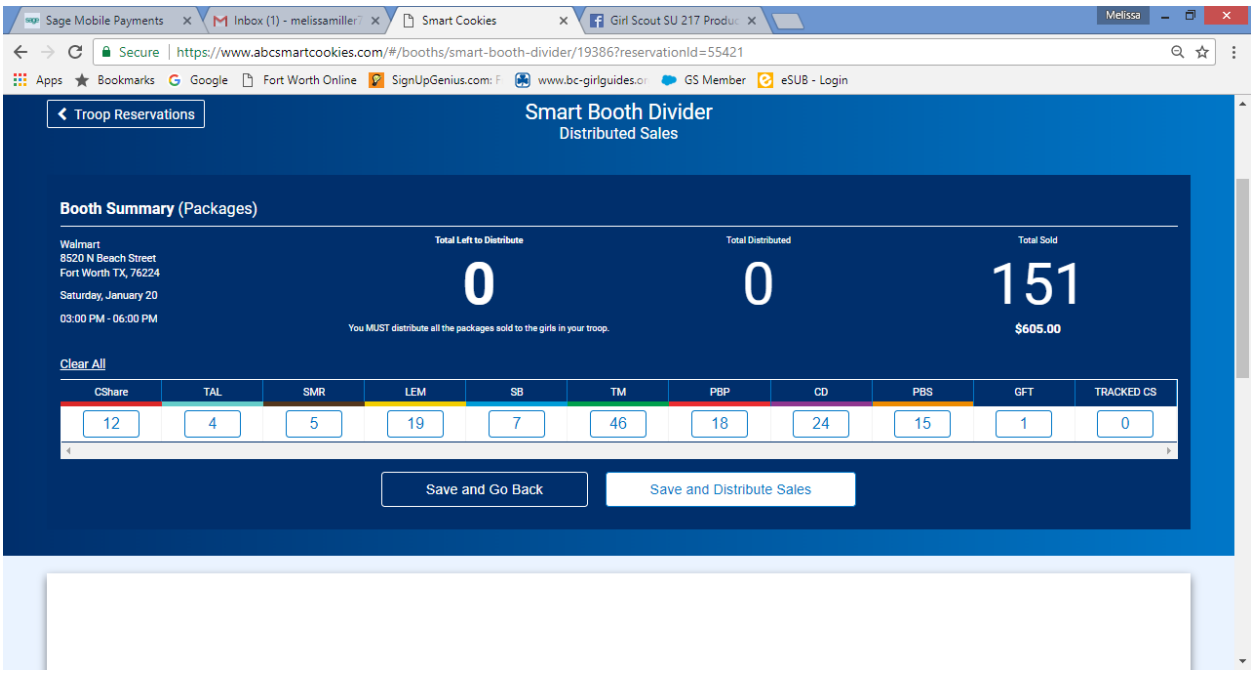
Click on the hamburger menu (3 dots) and select Smart Booth Divider



Enter the number of cookies sold at the booth

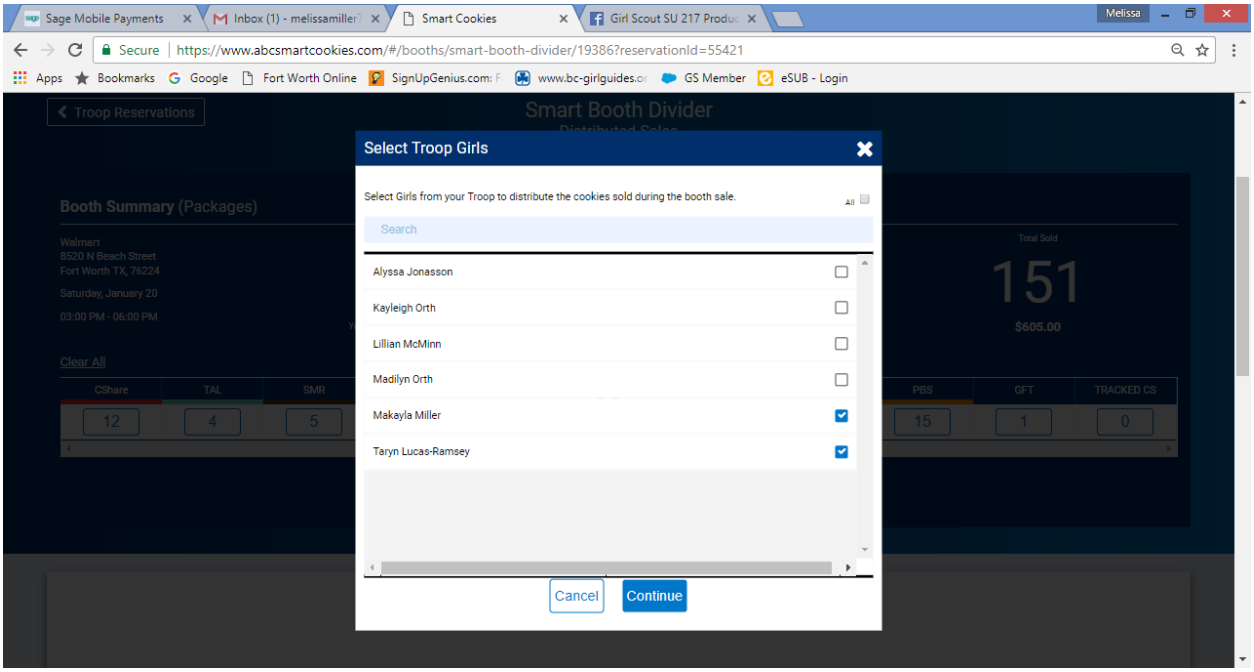
To enter Troop to Troop Donations, put the entry under CShare (Note you can only enter cookie share in boxes of cookies. If you received $50 in donations, you can only enter 12 boxes of cookies. Save the extra until it rounds to an even $4 for a box of cookies)

Select 'Save and Distribute Sales'

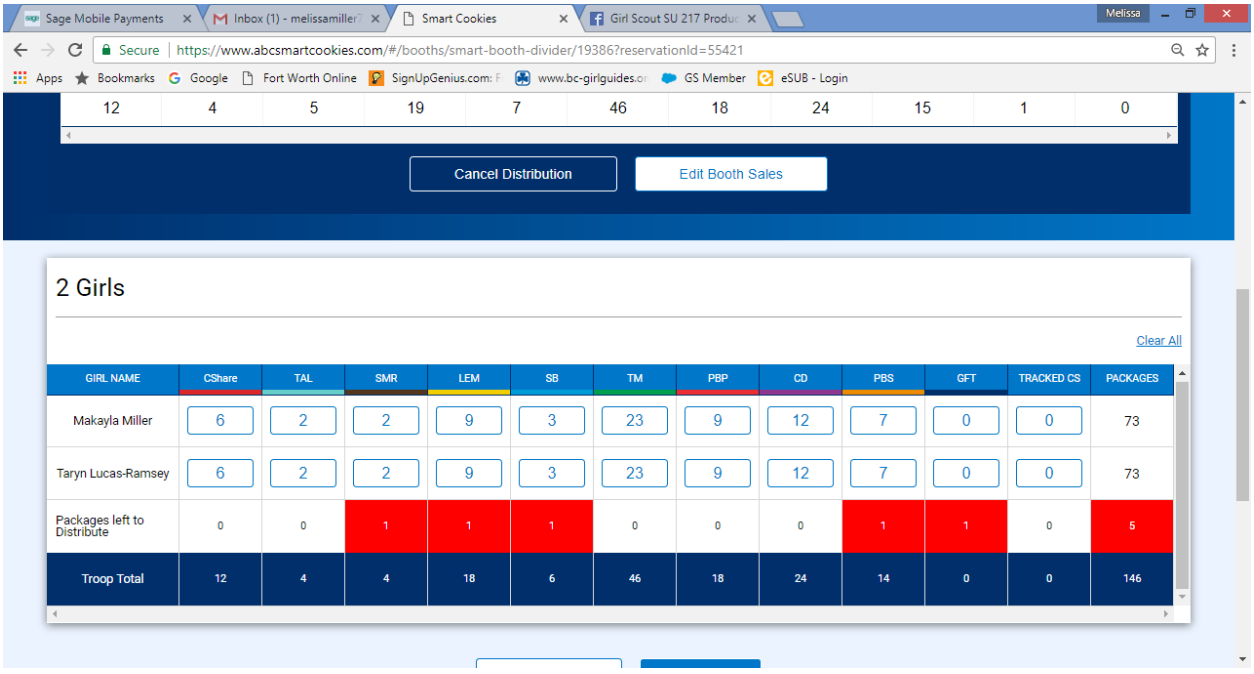


Booth Divider Directions

Select the girls who were at the booth and select continue



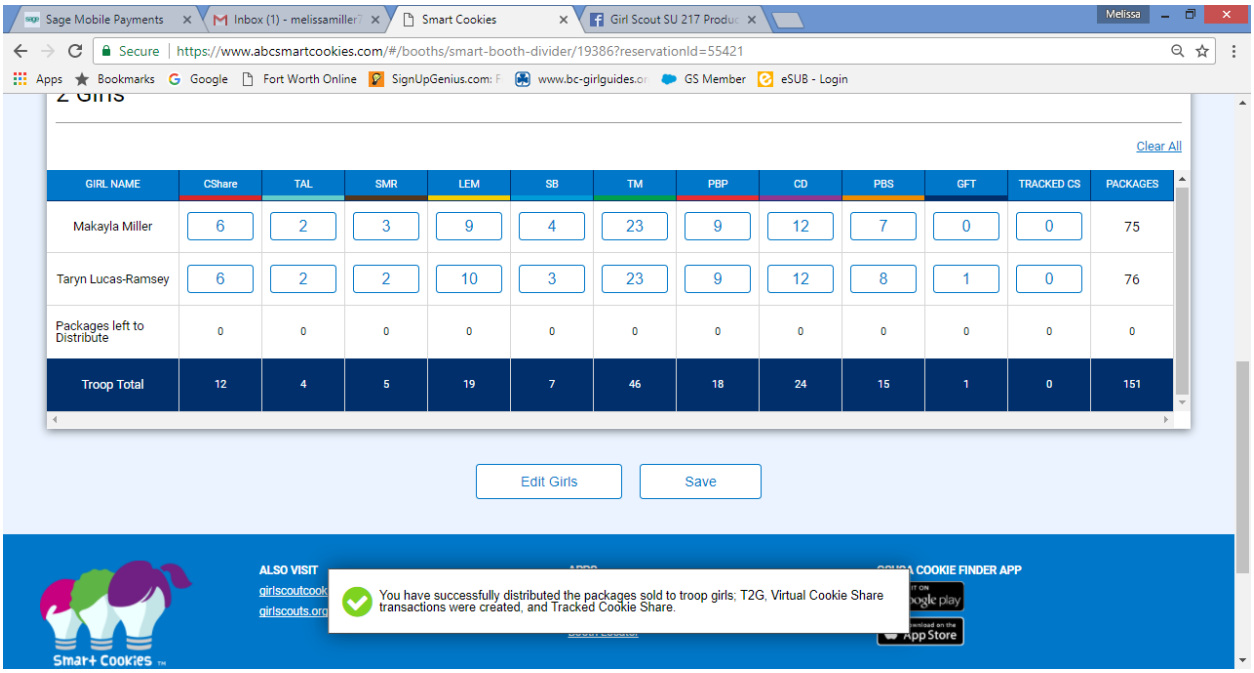
The smart booth divider will divide each column by the number of girls evenly. The bottom row will show boxes you have to distribute manually.



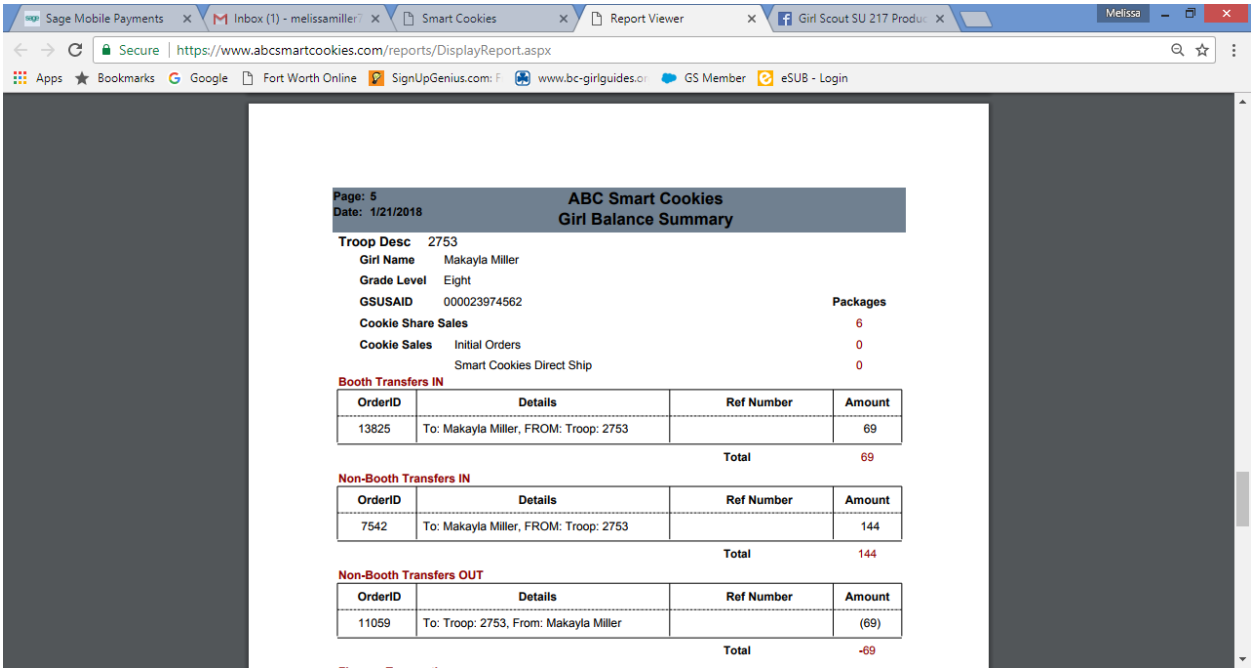
GIRL NAME	CShare	TAL	SMR	LEM	SB	TM	PBP	CD	PBS	GFT	TRACKED CS	PACKAGES
Makayla Miller	6	2	2	9	3	23	9	12	7	0	0	73
Taryn Lucas-Ramsey	6	2	2	9	3	23	9	12	7	0	0	73
Packages left to Distribute	0	0	1	1	1	0	0	0	1	1	0	5
Troop Total	12	4	4	18	6	46	18	24	14	0	0	146

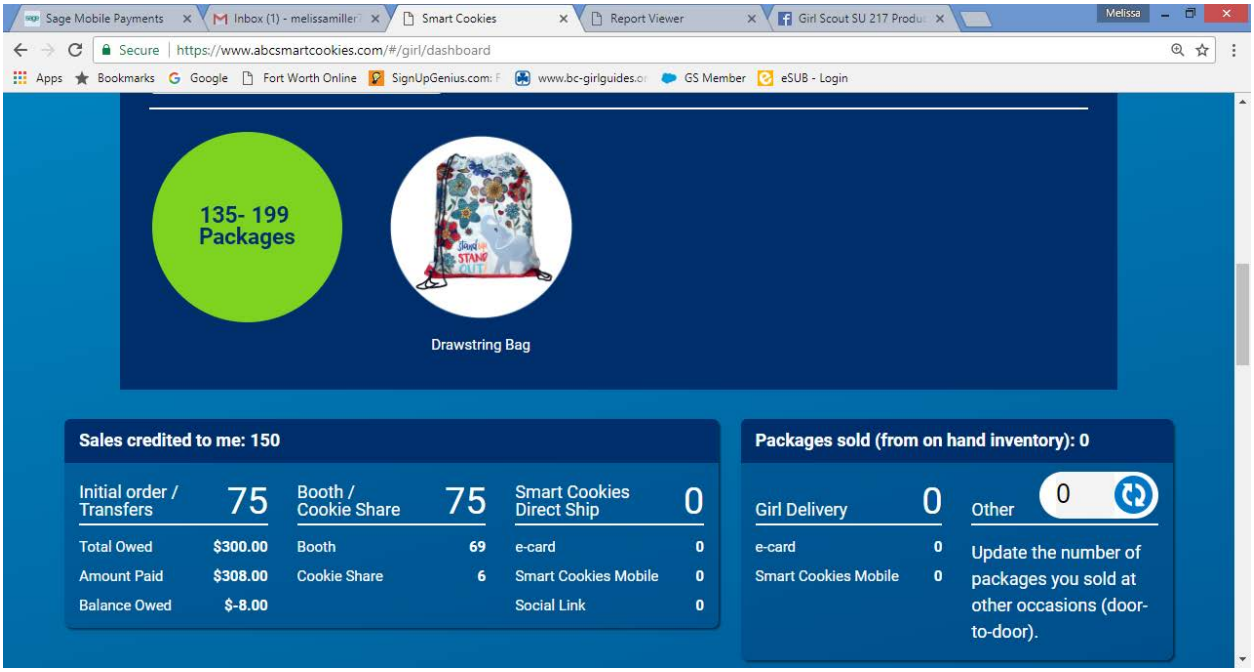
Booth Divider Directions

Add those boxes to girls as you see fit. If there were girls there longer than eithers, 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.



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.



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.