



## Parent Initial Order Submitted by Parent in Digital Cookie and Sent to Girl Initial Order Record in eBudde™ With Girl Delivery

There is now a new feature which allows a parent in Digital Cookie to submit an initial order for the girl that will post to the girl's initial order record. To allow this to work the troop will have a parent initial order deadline date and a troop initial order deadline date that is sent to Digital Cookie. The council sets these default dates. The parent initial order date populates to the troop record so the troop can make changes if needed. The rule is that the parent initial order date must be before the troop initial order deadline date. In addition, you cannot change the time which will be set at 11:59 p.m. This means the latest date/time would be the day before for the parent initial order deadline date/time.

Your council has chosen to allow this information to flow over to help reduce your data entry for the girl order but keep in mind, you are allowed to update the numbers. So if a parent submits from the Digital Cookie system and then texts you later to add additional cookies to the girl order, you will be allowed to make that change in eBudde as long as you have not submitted your order to your service unit yet. If the parent does not submit the order by the parent initial order deadline date, Digital Cookie will not allow the order to be sent and parent will now have to communicate with troop cookie chair directly.

To accommodate this new process, eBudde now has messaging on the initial order tab to indicate if initial order for the girl has been saved, needs review, review parent IO in red, and review parent IO in orange.

Let's walk through the proper process. The troop cookie chair is expecting orders to be submitted by parents from the Digital Cookie system. You will go to the **Init. Order** tab in eBudde. You will see a list of your girls. If the messaging says **Needs Review** that means that nothing has been done for this girl yet. If you click the order card row on the entry screen, all the numbers will be zero. Your job will be to wait until the parent initial order comes in, review the numbers and save.

## Troop Initial Order

Print

Submit Troop IO

All Girl IO orders should be reviewed and Saved.

Uses DOC	Girl		\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$6.00	\$6.00	Total
			ARCA	Advf	LmUp	Tre	D-S-D	Sam	Tags	TMint	SMr	Toff	
✓	Addison B	Order Card	Needs Review	0	0	0	0	0	0	0	0	0	0
		DOC Girl Del.		0	0	0	0	0	0	0	0	0	0
		Total Order		0	0	0	0	0	0	0	0	0	0
✓	Elizabeth C	Order Card	Needs Review	0	0	0	0	0	0	0	0	0	0
		DOC Girl Del.		0	0	0	0	0	0	0	0	0	0
		Total Order		0	0	0	0	0	0	0	0	0	0
✓	Isabelle C	Order Card	Needs Review	0	0	0	0	0	0	0	0	0	0
		DOC Girl Del.		0	0	0	0	0	0	0	0	0	0
		Total Order		0	0	0	0	0	0	0	0	0	0
✓	Samantha C	Order Card	Needs Review	0	0	0	0	0	0	0	0	0	0
		DOC Girl Del.		0	0	0	0	0	0	0	0	0	0
		Total Order		0	0	0	0	0	0	0	0	0	0
✓	Suzie T	Order Card	Needs Review	0	0	0	0	0	0	0	0	0	0
		DOC Girl Del.		0	0	0	0	0	0	0	0	0	0
		Total Order		0	0	0	0	0	0	0	0	0	0
	Imported			0	0	0	0	0	0	0	0	0	0
	Other			0	0	0	0	0	0	0	0	0	0
	Last Year (Other)			0	0	0	0	0	0	0	0	0	0
	Booth			0	0	0	0	0	0	0	0	0	0
	Last Year (Booth)			0	0	0	0	0	0	0	0	0	0
	Pkgs. Ordered			0	0	0	0	0	0	0	0	0	0
	Cases To Order			0	0	0	0	0	0	0	0	0	0
	Other*Extras-Charity		0	0	0	0	0	0	0	0	0	0	0

When the parent sends the initial order from Digital Cookie to eBudde, the messaging will change to let you know that eBudde got the order. It will go from Needs Review to **Review Parent IO**.

# Troop Initial Order

Print

Submit Troop IO

All Girl IO orders should be reviewed and Saved.

Uses DOC	Girl		\$6.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$6.00	\$6.00	\$6.00	Total		
			C_GOC	Advf	LmUp	Tre	D-S-D	Sam	Tags	TMint	SMr	Toff	T_GOC			
✓	Addison B	Order Card													0	
		DOC Girl Del.														0
		<b>Total Order</b>														0
✓	Elizabeth C	Order Card													0	
		DOC Girl Del.														0
		<b>Total Order</b>														0
✓	Isabelle C	Order Card													0	
		DOC Girl Del.														0
		<b>Total Order</b>														0
✓	Samantha C	Order Card													0	
		DOC Girl Del.														0
		<b>Total Order</b>														0
✓	Suzie T	Order Card													0	
		DOC Girl Del.														0
		<b>Total Order</b>														0
<b>Imported</b>				0	0	0	0	0	0	0	0	0		0		
<b>Other</b>				0	0	0	0	0	0	0	0	0		0		
<b>Last Year (Other)</b>				0	0	0	0	0	0	0	0	0		0		
<b>Booth</b>				0	0	0	0	0	0	0	0	0		0		
<b>Last Year (Booth)</b>				0	36	48	48	96	48	96	24	12		408		
<b>Pkgs. Ordered</b>				0	0	0	0	0	0	0	0	0		0		
<b>Cases To Order</b>				0	0	0	0	0	0	0	0	0		0		
<b>Other+Extras-Charity</b>				0	0	0	0	0	0	0	0	0		0		

Cancel

Save

You have provided the sale values from the Girl's Order Card.

Product	Order Card
Gift of Caring \$ 5.00 PIO=0	0
Adventurefuls \$ 5.00 PIO=10	10
Lemon-Ups \$ 5.00 PIO=7	7
Trefoils \$ 5.00 PIO=4	4
Do-Si-Dos \$ 5.00 PIO=8	8
Samoas \$ 5.00 PIO=12	12
Tagalongs \$ 5.00 PIO=6	6
Thin Mints \$ 5.00 PIO=24	24
S'mores \$ 5.00 PIO=20	20
Toffee-tastic \$ 5.00 PIO=1	1
Troop GOC \$ 5.00 PIO=0	0
<b>Total</b>	<b>92</b>

Product	Order Card
Gift of Caring \$ 5.00 PIO=0	0
Adventurefuls \$ 5.00 PIO=10	10
Lemon-Ups \$ 5.00 PIO=7	7
Trefoils \$ 5.00 PIO=4	4
Do-Si-Dos \$ 5.00 PIO=8	8
Samoas \$ 5.00 PIO=12	12
Tagalongs \$ 5.00 PIO=6	6
Thin Mints \$ 5.00 PIO=24	24
S'mores \$ 5.00 PIO=20	20
Toffee-tastic \$ 5.00 PIO=1	1

You still notice that there is PIO= under the product name in grey. This tells you the packages that were sent from the parent in the Digital Cookie system. If you update the numbers in the order, you will always be able to see the original numbers that were sent. You review the order and click **Save**.

**Addison B Initial Order**

*You have provided the sale values from the Girl's Order Card.*

Product	Order Card	Girl Delivery	Total
Gift of Caring \$ 6.00 PIO=1	<input type="text" value="1"/>	0	1
Adventurefuls \$ 5.00 PIO=10	<input type="text" value="10"/>	0	10
Lemon-Ups \$ 5.00 PIO=1	<input type="text" value="1"/>	0	1
Trefoils \$ 5.00 PIO=4	<input type="text" value="4"/>	0	4
Do-Si-Dos \$ 5.00 PIO=12	<input type="text" value="12"/>	0	12
Samoas \$ 5.00 PIO=4	<input type="text" value="4"/>	0	4
Tagalongs \$ 5.00 PIO=8	<input type="text" value="8"/>	0	8
Thin Mints \$ 5.00 PIO=24	<input type="text" value="24"/>	0	24
S'mores \$ 6.00 PIO=10	<input type="text" value="10"/>	0	10
Toffee-tastic \$ 6.00 PIO=3	<input type="text" value="3"/>	0	3
Troop GOC \$ 6.00 PIO=0	<input type="text" value="0"/>	0	0
<b>Total</b>	<b>77</b>	<b>0</b>	<b>77</b>

**Success**

Order for Addison B has been saved.

This will return you to the Init, Order recap screen. You will now see that the girl's initial order has been **Saved**.

- Saved**
- Needs Review**
- Needs Review**
- Needs Review**
- Needs Review**

If you open up the order card row, you will notice that eBudde tells you that you have:

*You have accepted the parent submission.  
If that situation has changed please enter corrected values in the Order Card column and chose 'Save'.*

## Troop Initial Order

Print

Submit Troop IO

All Girl IO orders should be reviewed and Saved.

Uses DOC	Girl		\$6.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$6.00	\$6.00	Total	
			C_GOC	Advf	LmUp	Tre	D-S-D	Sam	Tags	TMint	SMr	Toff		
✓	Addison B	Order Card	Saved	1	10	1	4	12	4	8	24	10	3	77
		DOC Girl Del.		0	0	0	0	0	0	0	0	0	0	0
		Total Order		1	10	1	4	12	4	8	24	10	3	77
✓	Elizabeth C	Order Card	Needs Review	0	0	0	0	0	0	0	0	0	0	0
		DOC Girl Del.		0	0	0	0	0	0	0	0	0	0	0
		Total Order		0	0	0	0	0	0	0	0	0	0	0
✓	Isabelle C	Order Card	Needs Review	0	0	0	0	0	0	0	0	0	0	0
		DOC Girl Del.		0	0	0	0	0	0	0	0	0	0	0
		Total Order		0	0	0	0	0	0	0	0	0	0	0
✓	Samantna C	Order Card	Needs Review	0	0	0	0	0	0	0	0	0	0	0
		DOC Girl Del.		0	0	0	0	0	0	0	0	0	0	0
		Total Order		0	0	0	0	0	0	0	0	0	0	0
✓	Suzie T	Order Card	Needs Review	0	0	0	0	0	0	0	0	0	0	0
		DOC Girl Del.		0	0	0	0	0	0	0	0	0	0	0
		Total Order		0	0	0	0	0	0	0	0	0	0	0
	Imported			0	0	0	0	0	0	0	0	0	0	0
	Other			0	0	0	0	0	0	0	0	0	0	0
	Last Year (Other)			0	0	0	0	0	0	0	0	0	0	0
	Booth			0	0	0	0	0	0	0	0	0	0	0
	Last Year (Booth)			0	36	48	48	96	48	96	24	12	408	408
	Pkgs. Ordered			1	10	1	4	12	4	8	24	10	3	77
	Cases To Order			1	1	1	1	1	1	2	1	1	10	10
	Other+Extras-Charity		0	2	11	8	0	8	4	0	2	9	44	44

You will continue to do this for each girl that has submitted an parent initial order. If the parent does not submit an initial order, you will open the order card row for the girl, enter in the packages manually and save the girl's order. If there are changes to any order, you open the girl by clicking the order card row and make those updates and save. You may not have a girl with an order. That is ok, You do not need to open her order card row and save. You can save all zeroes, but it is not necessary. You will submit your order when you are ready and before the troop initial order deadline date. Once you submit, the numbers cannot be changed.

Troop Initial Order

Print

Submit Troop ID

All Girl IO orders should be reviewed and Saved.

Uses DOC	Girl		\$6.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$6.00	\$6.00	Total		
			C_GOC	Advf	LmUp	Tre	D-S-D	Sam	Tags	TMint	SMr	Toff		
✓	Addison B	Order Card	Saved	1	10	1	4	12	4	8	24	10	3	77
		DOC Girl Del.		0	0	0	0	0	0	0	0	0	0	0
		Total Order		1	10	1	4	12	4	8	24	10	3	77
✓	Elizabeth C	Order Card	Saved	0	0	0	0	0	0	0	0	0	0	0
		DOC Girl Del.		0	0	0	0	0	0	0	0	0	0	0
		Total Order		0	0	0	0	0	0	0	0	0	0	0
✓	Isabelle C	Order Card	Saved	0	0	0	0	0	0	0	0	0	0	0
		DOC Girl Del.		0	0	0	0	0	0	0	0	0	0	0
		Total Order		0	0	0	0	0	0	0	0	0	0	0
✓	Samantna C	Order Card	Saved	0	0	0	0	0	0	0	0	0	0	0
		DOC Girl Del.		0	0	0	0	0	0	0	0	0	0	0
		Total Order		0	0	0	0	0	0	0	0	0	0	0
✓	Suzie T	Order Card	Saved	1	1	1	1	1	1	1	1	1	1	11
		DOC Girl Del.		0	0	0	0	0	0	0	0	0	0	0
		Total Order		1	1	1	1	1	1	1	1	1	1	11
	Imported			0	0	0	0	0	0	0	0	0	0	0
	Other			0	0	0	0	0	0	0	0	0	0	0
	Last Year (Other)			0	0	0	0	0	0	0	0	0	0	0
	Booth			0	0	0	0	0	0	0	0	0	0	0
	Last Year (Booth)			0	36	48	48	96	48	96	24	12	408	408
	Pkgs. Ordered			2	11	2	5	13	5	9	25	11	4	88
	Cases To Order			1	1	1	2	1	1	3	1	1	1	12
	Other+Extras-Charity		0	1	10	7	11	7	3	11	1	8	58	58

So, what happens if things are not done in order?

What if you submit earlier than the parent initial order deadline date? If you submit too early without changing the parent initial order date, the parents will not know that their orders are not going to be part of the initial order. eBudde will get the data and there is a report that will let you know that the order was not processed as part of the initial order.

What if you enter numbers in the order card row and then the parent initial order is submitted by the parent? eBudde is going to message you to **Review Parent IO** in orange to let you know that you have keyed in numbers and now the parent IO came in after those numbers were saved. When you click the order card row there is additional messaging from eBudde as to what is going on. Let's look at that.

A parent initial order came in from Digital Cookie for Suzie. The troop cookie chair had already keyed one package of each variety for her initial order and saved it. Now the troop cookie chair has a decision to make. Do I take what I keyed or use the parent initial order?

Troop Initial Order

Print
Submit Troop IO

All Girl IO orders should be reviewed and **Saved**.

Uses DOC	Girl		\$6.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$6.00	\$6.00	\$6.00	Total		
		C_GOC	Advf	LmUp	Tre	D-S-D	Sam	Tags	TMint	SMr	Toff	T_GOC			
✓	Addison B	Order Card	<b>Saved</b>	1	10	1	4	12	4	8	24	10	3	0	77
		DOC Girl Del.		0	0	0	0	0	0	0	0	0	0	0	0
		Total Order		1	10	1	4	12	4	8	24	10	3	0	77
✓	Elizabeth C	Order Card	<b>Saved</b>	0	0	0	0	0	0	0	0	0	0	0	0
		DOC Girl Del.		0	0	0	0	0	0	0	0	0	0	0	0
		Total Order		0	0	0	0	0	0	0	0	0	0	0	0
✓	Isabelle C	Order Card	<b>Saved</b>	0	0	0	0	0	0	0	0	0	0	0	0
		DOC Girl Del.		0	0	0	0	0	0	0	0	0	0	0	0
		Total Order		0	0	0	0	0	0	0	0	0	0	0	0
✓	Samantna C	Order Card	<b>Saved</b>	0	0	0	0	0	0	0	0	0	0	0	0
		DOC Girl Del.		0	0	0	0	0	0	0	0	0	0	0	0
		Total Order		0	0	0	0	0	0	0	0	0	0	0	0
✓	Suzie T	Order Card	<b>Review Parent IO</b>	1	1	1	1	1	1	1	1	1	1	1	11
		DOC Girl Del.		0	0	0	0	0	0	0	0	0	0	0	0
		Total Order		1	1	1	1	1	1	1	1	1	1	1	11
	Imported			0	0	0	0	0	0	0	0	0	0	0	0
	Other			0	0	0	0	0	0	0	0	0	0	0	0
	Last Year (Other)			0	0	0	0	0	0	0	0	0	0	0	0
	Booth			0	0	0	0	0	0	0	0	0	0	0	0
	Last Year (Booth)			0	36	48	48	96	48	96	24	12			408
	Pkgs. Ordered			2	11	2	5	13	5	9	25	11	4	1	88
	Cases To Order			1	1	1	2	1	1	3	1	1			12
	Other+Extras+Charity			0	1	10	7	11	7	3	11	1	8	-1	58

Click the order card row to open up the record. You will see messaging and numbers for what is currently keyed in and what the parent submitted.

**Suzie T. Initial Order**

After you initially saved this girl's order the parent made a submission.  
Their values are visible below.

Choose 'Save' to keep your version or 'Use Parent's' to use their submission.

Product	Order Card
Gift of Caring \$ 5.00 P10=0	<input type="text" value="1"/>
Adventurefuls \$ 5.00 P10=15	<input type="text" value="1"/>
Lemon-Ups \$ 5.00 P10=8	<input type="text" value="1"/>
Trefoils \$ 5.00 P10=2	<input type="text" value="1"/>
Do-Si-Dos \$ 5.00 P10=8	<input type="text" value="1"/>
Samoas \$ 5.00 P10=12	<input type="text" value="1"/>
Tagalongs \$ 5.00 P10=5	<input type="text" value="1"/>
Thin Mints \$ 5.00 P10=23	<input type="text" value="1"/>
S'mores \$ 5.00 P10=18	<input type="text" value="1"/>
Toffee-tastic \$ 5.00 P10=1	<input type="text" value="1"/>

**Total** 11

So let's review this page. You will see a new button that says **Use Parent's**. And below that it states that you had already submitted some numbers for this girl. To easily update all the numbers to use what was submitted by the parent, click the **Use Parent's** button. It will automatically do a save when you click this button,

If you do not want to use the parent's numbers and have no changes, just click **Save**.

You will also notice that the current numbers are in boxes that are orange. This is to clue you in that there is something different about this girl's order. Mainly, that the numbers were keyed first and the parent initial order came in later.



## Troop Initial Order

Print

Submit Troop ID

All Girl IO orders should be reviewed and Saved.

Uses DOC	Girl		C_GOC	\$6.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$6.00	\$6.00	Total
				Advf	LmUp	Tre	D-S-D	Sam	Tags	TMint	SMr	Toff		
✓	Addison B	Order Card	saved	1	10	1	4	12	4	8	24	10	3	77
		DOC Girl Del.		0	0	0	0	0	0	0	0	0	0	0
		Total Order		1	10	1	4	12	4	8	24	10	3	77
✓	Elizabeth C	Order Card	saved	0	0	0	0	0	0	0	0	0	0	0
		DOC Girl Del.		0	0	0	0	0	0	0	0	0	0	0
		Total Order		0	0	0	0	0	0	0	0	0	0	0
✓	Isabelle C	Order Card	saved	0	0	0	0	0	0	0	0	0	0	0
		DOC Girl Del.		0	0	0	0	0	0	0	0	0	0	0
		Total Order		0	0	0	0	0	0	0	0	0	0	0
✓	Samantha C	Order Card	saved	0	0	0	0	0	0	0	0	0	0	0
		DOC Girl Del.		0	0	0	0	0	0	0	0	0	0	0
		Total Order		0	0	0	0	0	0	0	0	0	0	0
✓	Suzie T	Order Card	saved	1	10	2	4	12	4	8	24	10	3	78
		DOC Girl Del.		0	0	0	0	0	0	0	0	0	0	0
		Total Order		1	10	2	4	12	4	8	24	10	3	78
Imported				0	0	0	0	0	0	0	0	0	0	
Other				0	0	0	0	0	0	0	0	0	0	
Last Year (Other)				0	0	0	0	0	0	0	0	0	0	
Booth				0	0	0	0	0	0	0	0	0	0	
Last Year (Booth)				0	36	48	48	96	48	96	24	12	408	
Pkgs. Ordered				2	20	3	8	24	8	16	48	20	6	155
Cases To Order				2	1	1	2	1	2	4	2	1	16	
Other+Extras-Charity				0	4	9	4	0	4	8	0	4	6	39