FAMILY RENEWAL – Girl & Adult

Objective of the Business Process

Renew members in a household via the membership tab.

User Roles

Primary Household Contact

Step-by-Step Instructions

Complete the following steps to renew members in a household:

STEP	ACTION
1.	From the membership tab, select member to be renewed by choosing Renew from dropdown under "Renewal Choice". Select Continue to proceed to acceptance screen.
	Other choices under "Renewal Choice": - Do Not Renew - Lifetime Member - I'll Decide Later

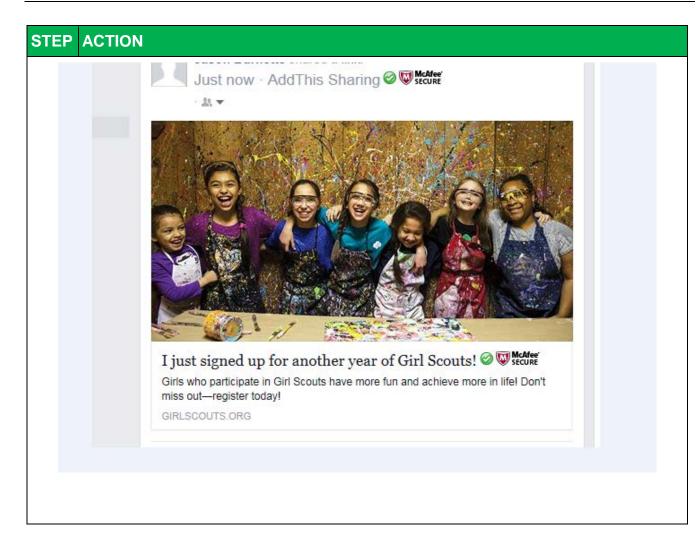
STEP	ACTION			
	girl scouts			
	MEMBERSHIP TROOPS	FAMILY PROFILE ACTIV	VITIES MY ACTIVITIES CHANGE P	ASSWORD LOG OUT
	Girlscout Hou	sehold		
	Do you need to change any pro EDIT PROFILE DETAILS FOR/0		ir household?	
	Current Membership Yea	ar Oct 1, 2015 to Sept 30	0, 2016	CURRENT YEAR-
	Name	Participation	Status	Renewal Choice
	JB_Suzy Girlscout	Troop62936	Time to Renew for 2016	Renew -
		Add/Change Troops		
	JB_Lucy Girlscouts	Adult Membership	Time to Renew for 2016	Renew •
		Troop Fall Product Sales Manager Troop62936	Time to Renew for 2016	Renew -
		Add Role		
				CONTINUE
	ADD A NEW MEMBER TO HOU	SEHOLD		
	Select: Adult -	GO		
2.	Accept Girl Scout Pr	omise & Law. C	lick Continue to proce	ed to payment page.
	If you need to go bac	ck to the Membe	ership Tab, click Cance	l.

	ACTION						
9	girl scout	5					
	MEMBERSHIP	TROOPS	FAMILY PROFILE	ACTIVITIES	MY ACTIVITIES	CHANGE PASSWORD	LOG OUT
	Please	read and a	ccept the Girl Sco	out Promise a	and Law in order	r to confirm membersh	iip.
	To ser To hel And to Girl Scout I will do m hones friendl consid coura respon and to respen use re make be a s	nor, I will try: ve God and r p people at a o live by the O t Law ny best to be at and fair, ly and helpfu derate and ca geous and st nsible for wh ct myself and ct authority, esources wise the world a b ister to every	III times, Birl Scout Law. I, aring, rong, and at I say and do, I others, ely, petter place, and	Promise and La	w. CANCEL	CONTINUE	
3.	Select Do	<i>nation</i> if	desired. Sele	ect Contir	ue to contir	nue to confirmation	on screen.
			lt membershi to Lifetime M		•	enewal – upgrade	e box is shown
	If you nee	d to go ł	back to the M	embershi	p Tab, click	Cancel.	

STEP	P ACTION	
	girl scouts	
	MEMBER SHIP TROOPS FAMILY PROFILE ACTIVITIES MY ACTIVITIES CHANGE PASSWORD LOG OUT	
	Payment	
	Please provide payment details for your membership renewal. Membership and fees are non-refundable and non- transferable.	
	Invest in a girl and you can change the world. You can make a lasting impact on more girls – add a tax deductible donation to your purchase today! Donations from friends like you provide "WO/W!" experiences to thousands of girls throughout our council. Your gift offsets program expenses, subsidizes a girl's experiences at camp, and provides financial assistance so that any girl can join in the fun.	
	Agitt of \$35 heips 1st year leaders with start-up materials.	
	\$100 provides financial assistance for 6 girls to join Girl Scouts.	
	\$300 gives the gift of Girl Scouts to subsidize a girl's experience for approximately one year.	
	Your gift will touch many lives throughout our council, including the girl you love most. How awesome is that?!?	
	Yes, I'd like to donate to my local Girl Scout council: \$35.00 \$100.00 \$200.00 \$300.00 \$500.00 Other (Minimum \$10.00) Not at this Time	
	Name Item Request Ald Total	
	JB_Suzy Girlscout Girl Membership (Valid 10/1/2015 - 9/30/2016) S15.00 Council Service Fee S12.00	
	Total \$27.00	
	Billing Address Same as my Mailing Address	
	City: * Marion	
	State: *	
	7in Codar 🙏 prote	
Lifetim	me Membership Update Box (shown in screen shot below):	

STEP	ACTIO	N				
	Would O Ye	-	de to a Lifetime Membership	(\$375) for JB_Lucy Girls	couts?	
	Name)	Item	Re	quest Aid	Total
	JB_Lu	icy Girlscouts	Adult Membership (Valid 10 9/30/2016)	0/1/2015 -		\$15.00
	Total					\$15.00
4.	thank y	ou page.	renewal(s) for nex back to the Memb		Submit to confirm a	and proceed to
g	irl scou	lts				
N	MEMBERSHI	P TROOPS	FAMILY PROFILE ACTIV	/ITIES MY ACTIVITIE	ES CHANGE PASSWORD	LOG OUT
	Membersh Please clic Selecting ti	k "Submit" to com ne "X" will remove	wal 5 to Sept 30, 2016 plete this transaction. e a girl/adult from this transa el this transaction.	action.		
	Girl	Name	Membership	Participation		Total
	×	JB_Suzy Girlsco	-	-		\$15.00
	Council	Service Fee				\$12.00
	Total	Service ree				\$12.00
					CANCEL	SUBMIT
5.			shown. An itemiz t. Select Print Iter		utomatically sent to to print a copy.	the Primary
	Renewa	al is now co	omplete.			

TEP	ACTION
	girl scouts
	MEMBERSHIP TROOPS FAMILY PROFILE ACTIVITIES MY ACTIVITIES CHANGE PASSWORD LOG OUT
	Thank You! You're all set to have another great year filled with one-of-a-kind FUN and adventure! Paid by: Credit/Debit Share the news with your friends! f y +
	Print itemized receipt
	From the Thank you page, customers have an opportunity to share their renewal of social media by clicking Share on Facebook and click Share on Twitter to post respectively on each site. Facebook post shown below:



Membership Tab – Add a Girl Member

Objective of the Business Process

The Primary Household Contact may add a girl or adult member, new or existing, to their household.

User Roles

Primary Household Contact

Step-by-Step Instructions

Complete the following steps to add a new girl or adult to a household:

STEP	ACTION
7.	From the Membership Tab, scroll to the bottom of the page to the "ADD A NEW MEMBER" to choose <i>Girl or Adult</i> from dropdown and select Go.
	ADD A NEW MEMBER Select GRL - GO
8.	Complete <i>Girl Registration form</i> and click Continue to membership information screen. If you need to go back to the Membership Tab, click Cancel .

STE	P ACTION						
	girl scout	s					
	MEMBERSHIP	TROOPS F	AMILY PROF	LE ACTIVITIES	MY ACTIVITIES	CHANGE PASSWORD	LOG OUT
	Gir	l Regist	ration				
		Girl's First Na	ame ★				- 1
		Girl's Last Na	ame *				
		School Atten	ding *				- 1
	c	Grade as of Fall 2	015 * _	None		•	
				CANCEL	CONTIN	UE	
9.	Complete	e how nev	v membe	r wants to pa	articipate.		
		-			-	cking Search. the previous scr	een.)
	Select ar	n opportur	nity and c	ick Next.			
	After sele Informati		ve been i	made, click (Continue to p	proceed to Memb	pership
	lf you ne	ed to go b	ack to the	e Membersh	ip Tab, click	Cancel.	

STEP A	ACTION						
girl	scout	s and a second					
MEM	IBERSHIP	TROOPS	FAMILY PRO	FILE ACTIVI	TIES MY ACTIVITIES	6 CHANGE PASSW	ORD LOG OUT
Wha loca opp	at are you inte ition, or enter ortunity you'd	a specific troo I like to know m	Girl Scouts the po p or group numbe nore about. If you will reach out to Pick a sp	er below. Have a 're not certain wh	fun and do big things are question or need more info at opportunity you'd like to Find Zip Code	ormation? Simply click on	the title of the
					Radius (miles)	0 -	
					Grade as of Fall 2015	9 -	
				CANCEL	SEARCH	CLEAR S	ELECTIONS
				ormation a	nd <i>Parent/Care</i> page.	egiver Informati	ion. Click
If	f you ne	ed to go	back to th	ne Membe	rship Tab, click	Cancel.	

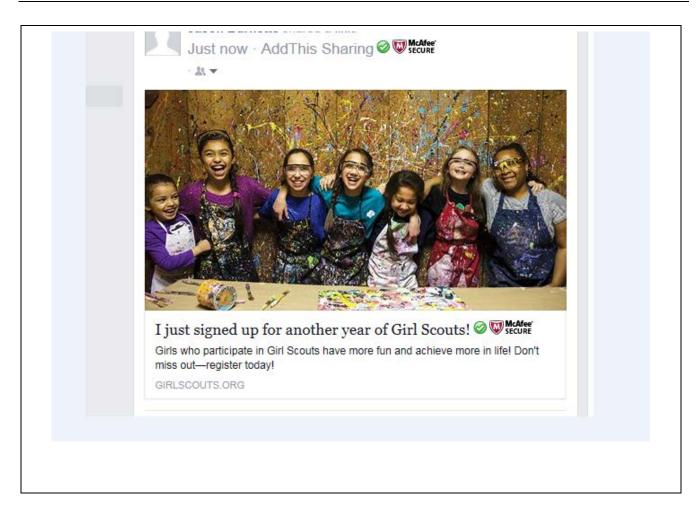
STEP	ACT	ΤΙΟΝ	
		girl scouts	
		MEMBERSHIP TROOPS FAMILY PROFILE ACTIVITIES MY ACTIVITIES CHANGE PASSWORD	
		LOG OUT	
		Girl Registration for mow_girl_0204_8 renewal_2 Membership Information	
		Membership * 645.00 Citel Manchambia Custodial Care Info * Devent	
		Council Service Fee \$1.00	
		Street Line 1 * 123 Street Line 2	
		City * State *	
		Zip Code * 99801 County *	
		Country * USA	
		Parent/Caregiver Information	
		Primary Contact First Name * mow_adult_0204_6 Last Name *	
		Home Email * Icwt.Invite a friend@gmail.com Work Email	
		Preferred Email Home Email	
		Home Phone * (656) 987-9123 Work Phone	
		Work Phone Ext.	
		Mobile Phone * Home Phone *	
		Same as Girl Address	
		Street Line 1 * Street Line 2	
		City * State *	
		Zlp Code * 99801 County *	
		Country * USA	
		CANCEL CONTINUE	
11	100	ant Cirl Socut Dramica & Low and aliak Continue to pressed to Confirm	otion
11.	page	ept Girl Scout Promise & Law and click Continue to proceed to Confirmate.	alion
	pag		
	lf vo	ou need to go back to the Membership Tab, click Cancel .	
	.,.		

ST	EP	ACTIC	N					
	gir	l scou	its ??					
	MEN	IBERSHIP	TROOPS	FAMILY PROFILE	ACTIVITIES	MY ACTIVITIES	CHANGE PASSWORD LOG OUT	
				ad and acconfirm mer			ut Promise and Law in	
		On my h	-	: To serve God and r			mes, And to live by the Girl Scouts Law. When iate to their own spiritual beliefs for the word	
		I will do what I sa	-	honest and fair, frier d to respect myself ar			caring, courageous and strong, and responsible fo ources wisely, make the world a better place, and	
		🗸 *IA	we accept and	d abide by the Girl S	couts Promise a	and Law.		
					CAN	CEL	ONTINUE	
12		Select	Donatio	n if desired. I	Next, sele	ect Continue	to continue to confirmation sc	reen.
				ership is sele y a box that is		tomer will be	e asked to upgrade to Lifetime	
		lf you i	need to	go back to the	e Membe	rship Tab, c	ick Cancel .	

MEMBERSHIP TROOPS	FAMILY PROFI	LE ACTIVITES	MY ACTIVITES	CHANGE PASSWORD	LOG OUT
Payment					
Please provide payment transferable.	details for your	membership renewa	d. Venbership and	tees are non-refunda	ble and ron-
invest in a girl and you to your purchase loday council. Your girl offse so that any girl can join	y Donations from its program expe	n friends like you pro	wide "WOW" exper-	riences to thousands	of girls throughout our
A gift of					
\$35 helps 1st year lead	ders with start-u	p materials.			
\$100 provides financia	i assistance for	6 girls to join Girl Sc	outs.		
\$300 gives the gift of G	Sirl Scouts to sub	bsidize a girfs exper	ience for approxim	ately one year.	
Your gift will touch man	ny lives througho	out our council, inclu	ding the girl you lov	e most. How aweson	e is that???
 100222002000000		10.022			
	my local Girl Sco		() \$200.00	O \$300.00	O \$500.00
0.0100	O \$50.00	(3 3100.00			
O 535-00 O Other (Minum	O \$50.00	O \$100.00	Not at this 1	-	0
O 535.00 Other (Minum	10.00) Item		Not at this 1	-	Total
O 535.00	Item Girl Member	9100.00	Not at this 1	-	

ΓΕΡ	ACTIC	ON						
girl :	scou	ts						
MEMBE	RSHIP	TROOPS	FAMILY PROFILE	ACTIVITIES	MY ACTIVITIES	CHANGE PASSWORD	LOG OUT	
Men Plea Sele	ise click	"Submit" to o "X" will rem	2015 to Sept 30, 20 complete this transac nove a girl/adult from ancel this transaction	ction. I this transacti	on.			
G	irl	Name	Mem	bership	Participation		Total	
	t i	renewal_2,mcw_girl_020 Gi8 Membership		embership	Troop 999206			
с	ouncil Se	ervice Fee					\$6.00	
Т	otal						\$21.00	
						CANCEL	SUBMIT	
					•	automatically se t to print a copy.	nt to the Primary	
	Additio	on to ho	usehold is no	w comple	ete.			

	girl scouts	
	MEMBERSHIP TROOPS FAMILY PROFILE ACTIVITIES MY ACTIVITIES CHANGE PASSWORD LO	G OUT
	Thank You! You're all set to have another great year filled with one-of-a-kind FUN and adventure! Paid by: Credit/Debit Share the news with your friends! f y f:	
	Print itemized receipt	
15.	From the Thank you page, customers have an opportunity to share their social media by clicking Share on Facebook and/or click Share on Tw respectively on each site. Facebook post shown below:	



Membership Tab – Add an Adult Member

Objective of the Business Process

The Primary Household Contact may add a new adult member to their household.

User Roles

Primary Household Contact

Step-by-Step Instructions

Complete the following steps to add a new adult to a household:

STEP	ACTION					
16.	From the Membership Tab, scroll to the bottom of the page to the "ADD A NEW MEMBER" to choose <i>Adult</i> from dropdown and select Go.					
	ADD A NEW MEMBER Select GRL - GO					
17.	Complete <i>Adult Registration form</i> , select <i>Add as an Adult</i> Member and click Continue to membership information screen. If you need to go back to the Membership Tab, click Cancel .					

TEP ACTION	
girl scouts	
MEMBERSHIP TROOPS FAM	IILY PROFILE ACTIVITIES MY ACTIVITIES CHANGE PASSWORD LOG OUT
Adu	ult Registration
First Name	* JB_Lisa
Last Name	* Lou
Email	* jbgsusa+11@gmail.com
Confirm Email	* jbgsusa+11@gmail.com
Phone	* (999) 999-9999
Zip	* 95050
How did you hear about us?	None
	Add member as a volunteer.
Troop #	
	CANCEL CONTINUE
3. Complete <i>Become a</i>	<i>Member</i> form. Click Continue to proceed to Acceptance page
If you need to go bac	ck to the Membership Tab, click Cancel .

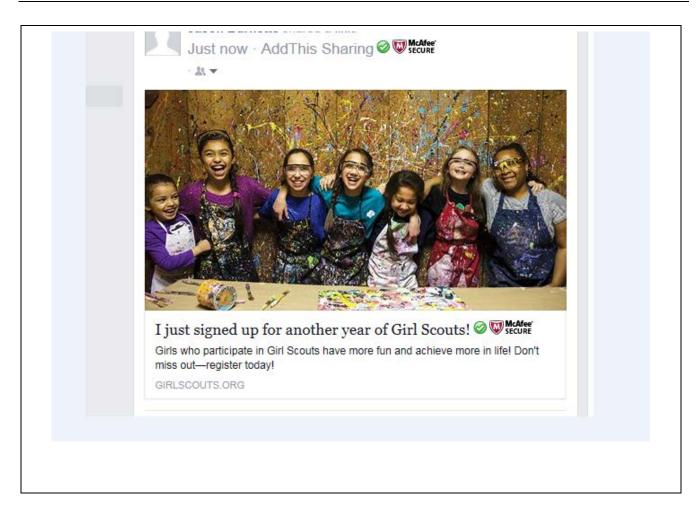
MEMBER SHIP TR	OOPS	FAMILY PROFILE	ACTIVITIES	MY ACTIVITIES	СНА	ANGE PASSWORD LOG OUT
Adult Registration for JE Become A Adults who want to jo need a few more def	Mem oin Girl S	ber	etween a on	e-year membership o	or a li	ifetime membership. We just
Membership	*	None		Date of Blith	*	O
First Name	* JB	_Lisa		Gender	*	Female .
Last Name	* Lo	u		Street Line 1	*	9144 W N 00 8
Home Email	*]bg	susa+11@gmail.com		Street Line 2	[
Work Email				City	*	Marion
Preferred Email	* н	ome Email		State	*	IN
Home Phone	* (99	9) 999-9999		Zip Code	*	95050
Work Phone				County	*	Ocean
Work Phone Ext						
Mobile Phone				Country	*	USA .
Preferred Phone	* Н	ome Phone				
		Г	CANCEL	CONTINU	E	
						-

Please read and accept the Girl Scout Promise and Law in order to confirm membersh	
riedse read and accept the Girl Scout romise and Law in order to commit membersi	nip.
Girl Scout Promise	
On my honor, I will try:	
To serve God and my country, To help people at all times,	
And to live by the Girl Scout Law.	
Girl Scout Law	
I will do my best to be	
honest and fair,	
friendly and helpful, considerate and caring,	
courageous and strong, and	
responsible for what I say and do,	
and to	
respect myself and others, respect authority,	
use resources wisely,	
make the world a better place, and	
be a sister to every Girl Scout.	
I/we accept and abide by the Girl Scouts Promise and Law.	
	_
CANCEL CONTINUE	

	TROOPS	FAMILY PROFILE	ACTIVITIES	MITACITY	THES CHAIN	GE PASSWORD	LOG OUT
Payment							
Please provide transferable.	e payment de	tails for your member	ship renewal. M	embership a	nd fees are non-	refundable and n	on-
donation to y throughout o	our purchase ur council. Yo	n change the world. Y today! Donations fro ur gift offsets program t any girl can join in th	m friends like yo n expenses, sub	u provide "W	OW!" experience	es to thousands of	f girls
A gift of							
\$35 helps 1s	t year leaders	s with start-up materia	ils.				
\$100 provide	s financial as	sistance for 6 girls to j	oin Girl Scouts.				
\$300 gives th	ne gift of Girl \$	Scouts to subsidize a	girl's experience	for approxim	ately one year.		
Your gift will	touch many li	ves throughout our co	ouncil, including t	he girl you lo	ve most. How av	vesome is that?!?	
Yes, I'd like to	donate to my	/ local Girl Scout coun	cil:				
0 \$35	C	\$50.00 \$1	00.00	\$200.00	\$300.00	\$500.00	
O oth	er (Minimum \$	10.00)	۲	Not at this Tim	e		
Would you	ı like to upgra	ade to a Lifetime Men	nbership (\$375)	for JB_Lisa	Loohoo?		
O Yes	No						
Name		Item			Request Aid		Total
JB_Lisa Lo	ohoo	Adult Membership (\ 9/30/2016)	/alid 10/1/2015 -				\$15.00
Total							\$15.00

STEP	ACTION				
	girl scouts				
	MEMBERSHIP TROOPS	FAMILY PROFIL	E ACTIVITIES MY ACTIVITIES	CHANGE PASSWORD LOG OU	т
	Confirm Your Mer Membership Year Oct 1, 2 Please click "Submit" to c Selecting "Cancel" will ca	2015 to Sept 30, 20 omplete this transa	action.		
	Name	Membership	Participation	Tota	
	JB_Lisa Loohoo	Adult Membership	Girl Scouts of Northern California Campaign Adult Members	\$15.00	
	Total			\$15.00)
			CAN	SUBMIT	
22.			itemized receipt is aut int Itemized Receipt to		ne Primary
	Addition to househo	old is now o	complete.		

	girl scouts
	MEMBERSHIP TROOPS FAMILY PROFILE ACTIVITIES MY ACTIVITIES CHANGE PASSWORD LOG OUT
	Thank You! You're all set to have another great year filled with one-of-a-kind FUN and adventure! Paid by: Credit/Debit Share the news with your friends!
	F F Print itemized receipt
23.	From the Thank you page, customers have an opportunity to share their renewal on social media by clicking Share on Facebook and/or click Share on Twitter to post respectively on each site. Facebook post shown below:



Membership Tab – Add a Volunteer

Objective of the Business Process

The Primary Household Contact may add a girl or adult member, new or existing, to their household.

User Roles

Primary Household Contact

Step-by-Step Instructions

Complete the following steps to add a new volunteer a member to a troop:

STEP	ACTION
24.	From the Membership Tab, scroll to the bottom of the page to the "ADD A NEW MEMBER" to choose <i>Adult</i> from dropdown and select Go.
	ADD A NEW MEMOER Select GRL - GO
25.	Complete <i>Adult Registration form</i> , select <i>Add member as a volunteer</i> and click Continue to membership information screen.
	If you need to go back to the Membership Tab, click Cancel .

STEP ACTION	
girl scouts	
MEMBERSHIP TROOPS FAMILY	PROFILE ACTIVITIES MY ACTIVITIES CHANGE PASSWORD LOG OUT
Adu	It Registration
First Name	* MW_Deanna
Last Name	* Dallas
Email	* gs.marie.widmer+Dallas@gmail.com
Confirm Email	* gs.marie.widmer+Dallas@gmail.com
Phone	* (234) 555-7654
Zip	* 95928
How did you hear about us?	None
	 Add member as a volunteer. Add as an adult member.
	CANCEL CONTINUE
26. Complete how new m	nember wants to participate.
	# (if applicable) or search an opportunity by entering a zip

STEP	ACTION
	Select an opportunity and click Next.
	After selections have been made, click Continue to proceed to <i>Membership</i> Information form.
	If you need to go back to the Membership Tab, click Cancel .

MEN	IBERSHIP	TROO	PS FAMI	LY PROFILE	ACTIVITIES	MY ACT	TIVITIES CHA	NGE PASSWO	RD LOG OU	т
Adu	ılt Registra	tion for M	W_Deanna	Dallas						
From	n leading a ber, or sea	a troop to rch for op	working on portunities		match your sk	ills and int	eer position that erests. Have a qu	-		
				Pick a specifi	c Troop #:		Find an o	pportunity nea	r you:	
			Troop #	11804		Z	ip Code	95926		
						Radius	s (miles)	0	•	
					CANC	EL	SEARCH	н с	LEAR SELECT	IONS
Your	Selectio	on for M	W_Deann	a Dallas						
Rem From Sele	1	Title	Grade		Location		Day(s)	Start Date/Time	Troop/Group	Volunteers Needed
		Troop Leader	K;1;2;3;4;5	;6;7;8;9;10;11;	_	_	Monthly Tue;Wed;Thurs	October 5, 2015 6:30 PM	Troop11804	60
Sear	rch Resu	lts							NEX	σ
	istance (ir niles)	n Title 🔺	Grade		Location	n	Day(s)	Start Date/Time	Troop/Group	Volunteers Needed
0		Troop Leader	K;1;2;3;4;	5;6;7;8;9;10;1	_	-	Monthly I Tue;Wed;Thur	October 5, 2015 6:30 PM	Troop11804	60
0		Unsure					TBD		Unsure	0
						per Page				

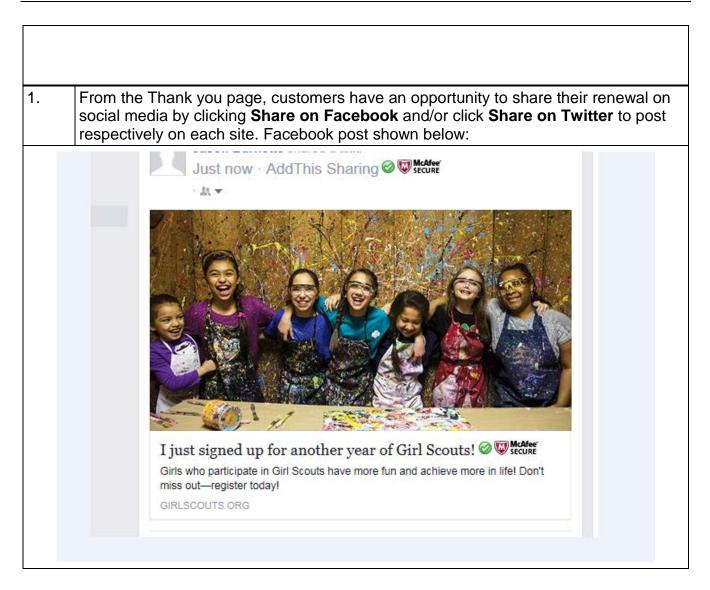
STEP ACTION	
girl scouts	
MEMBERSHIP TROC	OPS FAMILY PROFILE ACTIVITIES MY ACTIVITIES CHANGE PASSWORD LOG OUT
Adult Registration for M Become A I Adults who want to jo need a few more det	Member oin Girl Scouts can choose between a one-year membership or a lifetime membership. We just
Membership	* \$15.00 Adult Membership (V.
First Name	* MW_Deanna Gender * Female -
Last Name	* Dallas Street Line 1 * 145 main st
Home Email	* gs.marie.widmer+dallas@gmail.o Street Line 2
Work Email	City * CityA
28. Accept Girl S page.	Scout Promise & Law and click Continue to proceed to Confirmation
If you need t	o go back to the Membership Tab, click Cancel .

STEP ACTION
girl scouts
MEMBERSHIP TROOPS FAMILY PROFILE ACTIVITIES MY ACTIVITIES CHANGE PASSWORD LOG OUT
Please read and accept the Girl Scout Promise and Law in order to confirm membership.
On my honor, I will try: To serve God and my country, To help people at all times, And to live by the Girl Scouts Law. When making the GS Promise, individual members may substitute wording appropriate to their own spiritual beliefs for the word "God".
2. The Girl Scouts Law I will do my best to be honest and fair, friendly and helpful, considerate and caring, courageous and strong, and responsible for what I say and do, and to respect myself and others, respect authority, use resources wisely, make the world a better place, and be a sister to every Girl Scout. I/we accept and abide by the Girl Scouts Promise and Law.
CANCEL CONTINUE
29. Select <i>Donation</i> if desired. Next, select Continue to continue to confirmation screen.
*If adult membership is selected, customer will be asked to upgrade to Lifetime Membership by a box that is shown.
If you need to go back to the Membership Tab, click Cancel .

girl Mer F	ACTION I scout MBERSHIP Daymer Please provid ransferable.	TROOPS	FAMILY PROFILE			CHANGE PASSWOF	
	to your purc	hase today! r gift offsets	Donations from frie program expenses	nds like you pro	vide "WOW!" expe		ax deductible donation of girls throughout our financial assistance
	-			to sinte			
		-	ers with start-up ma				
	\$100 provid	es financial	assistance for 6 gir	ls to join Girl Sc	outs.		
			/lives throughout o ny local Girl Scout c		ding the girl you lov	ve most. How awesor	ne is that?!?
	0	5.00 her (Minimu	S50.00	\$100.00	\$200.00 Not at this	S300.00	\$500.00
	Would you	u like to upg	rade to a Lifetime N o	1embership (\$3	75) for MW_Deann	a Dallas?	
	Name		Item			Request Aid	Total
	MW_Dear	ina Dallas	Adult Membersh	ip (Valid 10/1/2	016 - 9/30/2017)		\$15.00
	Total						\$15.00
F	Review/	confirm	troop renew	als. Selec	t Submit to	process rene	wals.
	f you ne	ed to g	o back to the	e Member	ship Tab, cli	ck Cancel .	

girl scouts	
MEMBERSHIP TROOPS FAMILY PROFILE ACTIVITIES MY ACTIVITIES CHANGE PASSWORD LO	OG OUT
Confirm Your Membership	
Membership Year Oct 1, 2016 to Sept 30, 2017	
Please click "Submit" to complete this transaction. Selecting "Cancel" will cancel this transaction.	
Name Membership Participation	Total
MW_Deanna Dallas Adult Membership Troop11804 Troop Leader	\$15.00
Total	\$15.00
CANCEL	SUBMIT
 Thank you page is shown. An itemized receipt is automatically sent Household Contact. Select Print Itemized Receipt to print a copy. 	
household Contact. Select Find ternized Receipt to print a copy.	
Adding an adult volunteer is now complete.	
Adding an adult volunteer is now complete.	
girl scouts	IG OUT
girl scouts	
girl scouts MEMBERSHIP Thank You! Your payment has been accepted and you're now a member! If you have any questions,	IG OUT
girl scouts MEMBERSHIP Thomps FAMILY PROFILE ACTIVITIES MY ACTIVITIES CHANGE PASSWORD LO	IG OUT
girl scouts MEMBERSHIP TROOPS FAMILY PROFILE ACTIVITIES MY ACTIVITIES CHANGE PASSWORD LO Thank You! Your payment has been accepted and you're now a member! If you have any questions, info@girlscoutsnorcal.org. See You soon!	IG OUT
girl scouts MEMBERSHIP TROOPS FAMILY PROFILE ACTIVITIES MY ACTIVITIES CHANGE PASSWORD LO Thank You! Your payment has been accepted and you're now a member! If you have any questions, info@girlscoutsnorcal.org. See You soon!	IG OUT
girl scouts MEMBERSHIP TROOPS FAMILY PROFILE ACTIVITIES MY ACTIVITIES CHANGE PASSWORD LO Thank You! Your payment has been accepted and you're now a member! If you have any questions, info@girlscoutsnorcal.org. See You soon! Paid by: Credit/Debit	IG OUT
MEMBERSHIP TROOPS FAMILY PROFILE ACTIVITIES MY ACTIVITIES CHANGE PASSWORD LO Thank You! Your payment has been accepted and you're now a member! If you have any questions, info@girlscoutsnorcal.org. See You soon! Paid by: Credit/Debit Share the news with your friends! Share the news with your friends!	IG OUT

RENEWAL: FAMILY RENEWAL – MEMBERSHIP TAB



Membership Tab – Financial Assistance

Objective of the Business Process

Financial assistance may be requested on the membership tab for household members who choose to use financial assistance for their membership.

Note: Financial assistance is only available on the membership tab and cannot be requested on the Troops tab. To request financial assistance for a member of a troop, the Direct Primary must contact council.

User Roles

Primary Household Contact

Step-by-Step Instructions

Complete the following steps to request financial assistance from the membership tab:

STEP	ACTION
	From the membership tab, complete the renewal process as shown in girl or adult renewal until you reach the Payment screen. Select the " Request Aid " button next to the member(s) wishing to request aid. Once selected, follow the renewal process. If renewing only members with financial aid, payment screen will indicate \$0 balance

STEP	ACTION	
		girl scouts
		MEMBERSHIP TROOPS FAMILY PROFILE ACTIVITIES MY ACTIVITIES CHANGE PASSWORD LOG OUT
		Payment
		Please provide payment details for your membership renewal. Membership and fees are non-refundable and non- transferable.
		Invest In a girl and you can change the world. You can make a lasting impact on more girls – add a tax deductible donation to your purchase today! Donations from friends like you provide "WOW!" experiences to thousands of girls throughout our council. Your gift offsets program expenses, subsidizes a girl's experiences at camp, and provides financial assistance so that any girl can join in the tun.
		Agitt of
		\$35 helps 1st year leaders with start-up materials.
		\$100 provides financial assistance for 6 girls to join Girl Scouts.
		\$300 gives the gift of Girl Scouts to subsidize a girl's experience for approximately one year. Your gift will touch many lives throughout our council, including the girl you love most. How awesome is that?!?
		tear gin min tober many inter an organization of counter, mentang and gin you retermost. Then uncounte to anal
		Yes, I'd like to donate to my local Girl Scout council: \$35.00 \$50.00 \$100.00 \$300.00 \$300.00 \$500.00 Other (Minimum \$10.00) \$100.00 \$100 at this Time
		Name Item Request Aid Total
		JB_Suzy Giriscout Giri Membership (Valid 101/2015 - 9/30/2016) S15.00
		Council Service Fee \$12.00 Total \$27.00
		i usai yar.uu
		Billing Address Same as my Mailing Address
		Address: * 9144 W N DD S
		City: * Marion
		State: * IN
		Tis Pada: * anaza

Progress Tracking – Family Renewal

Objective of the Business Process

This section shows the renewal workflow and progress tracking for household renewal.

Note: There are no tasks associated with renewal.

User Roles

Primary Household Contact = customer facing screens Council Staff User = back office

Step-by-Step Instructions

Complete the following steps to add (new or existing girl or adult) a member to a troop:

STEP	ACTION
	Once the customer selects Renew for a member in their household on the customer facing screen/membership tab below, progress tracking begins as customers make their way through the renewal workflow.

	N						
	MEMBERSHIP TROO	PS FAMILY PROFILE ACT	IVITIES MY ACTIVIT	IES CHANGE	PASSWORD	LOG OUT	
	Sopm Hous	enoid any profile details for members of	f your household?				
		VOF HOUSEHOLD MEMBERS	your nouconoiar				
	Membership Year Oc	t 1, 2016 to Sept 30, 2017			NEXT	YEAR -	
	Name	Participation	Status		Renewal	Choice	
	MW_Samantha Sopm	Troop70037	Time to Renew for 20:	17	Renew	-	
		Add/Change Troops					
	MW_Sarah Sopm	Troop70037	Time to Renew for 20:	17	Renew	-	
		Add/Change Troops					
	MW_Sally Sopm	Adult Membership	Time to Renew for 20:	17	Renew	-	
		Adult Members Girl Scouts	Time to Renew for 20:	17	Renew	-	
		of Northern California Campaign					
		Add Role					
				-			
	MW_Seth Sopm	Adult Membership	Time to Renew for 20:		Renew		
		Adult Members Girl Scouts of Northern California	Time to Renew for 20:	17	Renew	-	
		Campaign					
		Add Role					
- - Stage	g continue on th One PT record Sub PT record = Acceptance = In process	type = Family	o tab - the Renewal	PT reco			
MW_Sally Sopm	om			AIBICIDI	EIFIGIHIIIJ		
Action Flow Tracking N	e + Contact		Stage	Status	Role	Туре	
Edit Del PT00228877		Ily Sopm	Complete	Complete	Adult	Registration	
Edit Del PT00228882 Edit Del PT00228886		rah Sopm mantha Sopm	Complete	Complete	Girl	Registration Registration	
Edit Del PT00228890	MW Se		Complete	Complete	Adult	Registration	
Edit Del PT00228951 Edit Del PT00228952	N867 C-	mantha Sopm	Acceptance	In process	Girl	Family Renewal Member Family	
Edit Del PT00228952		rah Sopm	Acceptance	In process	Girl	Member Family Member Family	
Edit Del PT00228954		Ily Sopm	Acceptance	In process	Adult	Member Family	
Edit Del PT00228955	MW Se	th Sopm	Acceptance	In process	Adult	Member Family	Renewal
	vser is closed, or						

RENEWAL: FAMILY RENEWAL – MEMBERSHIP TAB

STEP	ACTION
	SUBJECT: COMPLETE YOUR FAMILY'S GIRL SCOUT MEMBERSHIP!
С	omplete your family's Girl Scout membership!
De	ar MW_Sally,
Th	anks for starting your family's Girl Scout membership renewal!
	u still have a few steps to complete before we can officially welcome you back for another fun and exciting year of Girl outing.
lf y	ou need assistance or believe you were sent this email in error, please don't hesitate to contact us.
We	e're here to help!
F	inish Registration
5.	If browser is closed, another email is sent to the Primary Household Contact
	After 5 days:
	SUBJECT: ALMOST THERE! COMPLETE YOUR REGISTRATION T

STEP ACTION

Alr	most there!	Complete your re	egistration	today					
Dea	r MW_Sally,								
Tha	Thanks for starting to renew your family's Girl Scout membership!								
Just a friendly reminder that you have a few steps to complete before we can officially welcome your family back for another and exciting year of Girl Scouting.									
lf yo	u need any help or	believe you were sent this e	email in error, plea	ase don't hes	sitate to c	ontact us.			
Со	ontinue Registration								
Sinc	erely,								
	Clicking conti	inue on the Accepta	nce tab - the	e PT reco	ords loo	ok like this:			
	•	•			ords loo	ok like this:			
	- One P	'T record type = Fan	nily Renewa	I					
	- One P	'T record type = Fan	nily Renewa	I		ok like this: ber Family Renewal			
	- One P	'T record type = Fan	nily Renewa	I					
	- One P	T record type = Fan T record for each pe	nily Renewa	I					
	- One P - Sub P	T record type = Fan T record for each pe ment	nily Renewa	I					
Prog MV	- One P - Sub P Stage = Payr Status = In pr	T record type = Fan T record for each pe ment	nily Renewa	I					
Prog MV Contact: 1	- One P - Sub P Stage = Payr Status = In pr V_Sally Sopm	T record type = Fan T record for each pe ment rocess	nily Renewa erson renew	I ing type =		ber Family Renewal			
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STEP ACTION

Time to finish your registration for next year

Dear MW_Sally,

Thanks for starting to renew your family's Girl Scout membership!

Just a friendly reminder that you have one last step to complete before we can officially welcome your family back for anothe fun and exciting year of Girl Scouting.

If you need any help or believe you were sent this email in error, please don't hesitate to contact us.

Complete my registration

Sincerely,

8.	If browser is closed, one email is sent to the Primary Household Contact
	After 5 days: SUBJECT: JUST ONE MORE STEP AND YOU'RE ALL SET!

	st one more	step and you're	e all set!			
Dea	r MW_Sally,					
Tha	nks for starting to re	new your family's Girl Scou	ut membership!			
						st one step left to complete b
		our family back for another	_	-	_	
lf yo	u need any help or l	believe you were sent this	email in error, ple	ase don't he	sitate to	contact us.
Pr	oceed to payment					
Sinc	erely,					
-						
	1					
	Clicking conti	nue on the Paymer	nt screen - th	ne PT rec	ords lo	ook the same as befo
	Clicking conti	nue on the Paymer	nt screen - th	ne PT rec	ords lo	ook the same as befo
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ction Contact:	Clicking conti - One P - Sub P Stage = Com Status = Com gress Tracking W_Sally Sopm MW_Sally Sopm Flow Tracking Name + PT00228877	nue on the Confirm T record type = Far T record for each pe plete plete	ation tab - th nily Renewa erson renew	A B C D A B C D Status Complete	EFOHIIJ Role Adult	bok like this: ber Family Renewal Printable View Help for this Pag KILM NO PIQIR SITUVW XYZ Othe Type Registration
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contact: ction cdit Del cdit Del	Clicking conti - One P - Sub P Stage = Com Status = Com Status = Com ress Tracking W_Sally Sopm Flow Tracking Name + PT00228827 PT00228827 PT00228828 PT00228851 PT00228952	nue on the Confirm T record type = Far T record for each pe plete plete <u>MW Sally Soom</u> <u>MW Samatha Soom</u> <u>MW Samatha Soom</u> <u>MW Samatha Soom</u>	ation tab - th nily Renewa erson renew complete Complete Complete Complete Complete Complete Complete Complete Complete Complete	A B C D A B	EIFIGIHIIJ Role Adult Girl Adult Girl	Cook like this: ber Family Renewal Notes Family Renewal KLUMINOPORSTUVWXYZONE KUMINOPORSTUVWXYZONE KUMINOPORSTUVWXYZONE Registration Registration Registration Registration Registration Registration Registration Registration Remeval Member Family Renewal
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SECTION: FAMILY RENEWAL – MEMBERSHIP TAB

Name	Participation	Status	Renewal Choice
MW_Samantha Sopm	Troop70037	Renewed for 2017	
	Add/Change Troops		
MW_Sarah Sopm	Troop70037	Renewed for 2017	
	Add/Change Troops		
MW_Sally Sopm	Adult Membership	Renewed for 2017	
	Adult Members Girl Scouts	Renewed for 2017	
	of Northern California		
	Campaign		
	Add Role		
MW_Seth Sopm	Adult Membership	Renewed for 2017	
	Adult Members Girl Scouts	Renewed for 2017	
	of Northern California		
	Campaign		
	Add Role		

Rene	ewal Receipt			
Thank y	ou for renewing for another fu	n filled year with the Girl Scout	s! Your receipt is printed below.	
Renewa	als for Membership Year Oc	ct 1,2016 to Sept 30, 2017		
Girls	Name MW Samantha Sopm	Membership Girl Membership	Participation Troop70037	Total \$15.00
	MW_Sarah Sopm	Girl Membership	Troop70037	\$15.00
Adults		Membership	Participation	Total
	MW_Sally Sopm MW_Seth Sopm	Adult Membership Adult Membership	Adult Members Adult Members	\$15.00 \$15.00
Paymen	Service Fee: It Amount: It Type: Credit/Debit	ra with any questions about you	ir receint	\$30.00 \$90.00
Paymen	nt Amount: nt Type: Credit/Debit	rg with any questions about you	ur receipt.	
Paymen Paymen Please	nt Type: Credit/Debit email info@girlscoutsnorcal.or OTE: If a customer s	stops during the proce	ur receipt. ess, when they return to noose between two optic	\$90.00 their MyGS
Paymen Paymen Please	nt Type: Credit/Debit email info@girlscoutsnorcal.or OTE: If a customer s ember Profile, they v	stops during the proce	ess, when they return to noose between two optic	\$90.00 their MyGS
Paymen Paymen Please	nt Type: Credit/Debit email info@girlscoutsnorcal.or OTE: If a customer s ember Profile, they v Start Over" = takes th	stops during the proce will be prompted to ch	ess, when they return to noose between two optic	\$90.00 their MyGS

EMBERSHIP TROOPS	FAMILY PROFILE ACTI	VITIES MY ACTIVITIES	CHANGE PASSWORD LOG OUT
Sopm Ho	Looks like you were interrupte	ed.	
	uld you like to		
Current Member	Start over Pick up v	vhere you left off	CURRENT YE
Name			
MW_Samantha Sopm	Troop70037	Current	
	Add/Change Troops		
MW_Sarah Sopm	Troop70037	Current	
	Add/Change Troops		
MW_Sally Sopm	Adult Membership	Current	
	Adult Members Girl Scouts	Current	
	of Northern California		