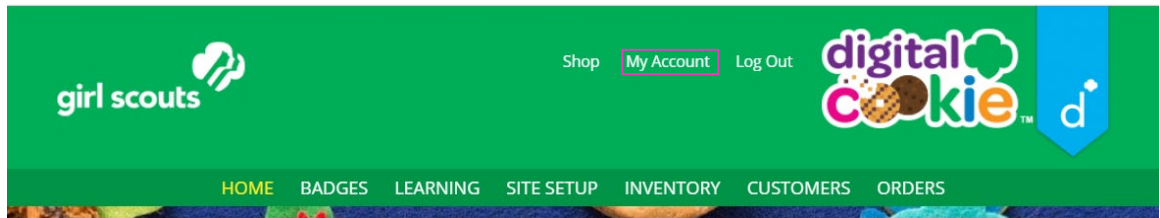


“My Account” tab

Use this tab to update your email address or password, or girl information.

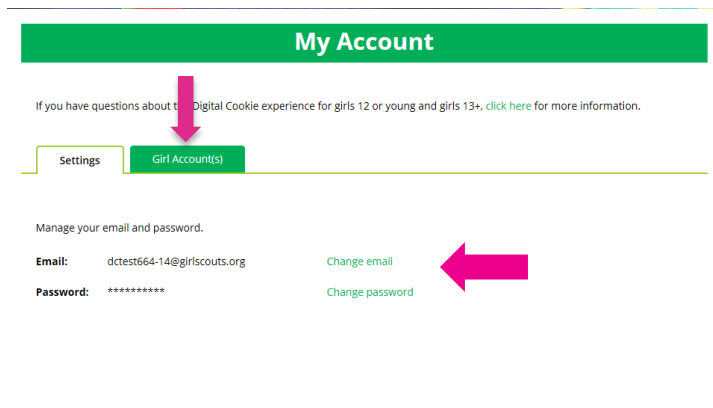
1

While logged into Digital Cookie, click on the “My Account” at the top of the page



2

You can either change your email or password OR click on the “Girl Account” to change her name or email address (if she is 13 or over)



3

Clicking on the “Change Email” will give you a screen to update your email address to a new one.

My Account Settings

Change Your Email

For Security reasons, when you change your email address you must also change your Digital Cookie password.

New Email:

Current Password:

New Password:

Your password must be at least eight characters and include at least one uppercase letter, one lowercase letter, and one number. You may also include special characters such as !, #, \$.

Re-enter New Password:

Cancel
Save

4

If you are also a Troop or Service Unit Volunteer, you will be unable to change your email address here. You will need to update your email address in eBudde instead.

My Account

If you have questions about the Digital Cookie experience for girls 12 or young and girls 13+, [click here](#) for more information.

Settings
Girl Account(s)

Manage your email and password.

Email: ilovecookies66@gmail.com

Password: *****

[Change email address in eBudde](#)

Volunteers must update their email in eBudde. Digital Cookie will send a note to your new email address that includes a link to change your password.

[Change password](#)

5

Clicking on the “Change Password” will give you the opportunity to update your password

My Account Settings

Change Your Password

Current Password:

New Password:

Your password must be at least eight characters and include at least one uppercase letter, one lowercase letter, and one number. You may also include special characters such as !, #, \$.

Re-enter New Password:

6

Clicking on the “Girl Account” tab will allow you to update the girl preferred first name and girl email address if she is 13 or over.

My Account

If you have questions about the Digital Cookie experience for girls 12 or younger and girls 13+, [click here](#) for more information.

Settings **Girl Account(s)**

Girls 12 or younger participate by using a parent or guardian's email. If your Girl Scout is 13 or older you'll need a unique email address for her. Thanks for your participation!

| Digital Cookie Status | Girl Scout | Date of Birth | GSUSA ID | Troop | Preferred First Name* | Girl Email Address* | Action |
|-----------------------|--------------|---------------|---------------------|-------|-----------------------|---------------------|--------|
| Registered | Jade Jackson | 06/01/2007 | 0000299865 68UAT | 12352 | Jade | --- | Edit |

NOTE: Updating your email in Digital Cookie does not mean it will be updated in your council membership system. Please login to MyGS to update your email there as well.