

# eBudde Tip-Sheet

# System Access

eBudde™ is part of the Little Brownie Cookie Tech Portal. This system allows for easier access to all Little Brownie Tech tools. You can get to eBudde™ from two ways –

<https://ebudde.littlebrownie.com> or <https://cookieportal.littlebrownie.com>

Each user will get a welcome email from eBudde™ that has a unique link for logging into the system for the first time. This link is unique to you, cannot be used by others and has a time limit assigned to it.

## Returning Users

If you were in the system last season, you will be required to change your password.

## First Time Users

Follow the steps below to gain access if you're a first time user:

1. You will receive a "welcome email" with a login link. This will be sent to the email you have on file with Council.
2. Click on the link in the email. The link expires after 48 hours so if you need the email to be sent to you again, contact [cookies@gshawaii.org](mailto:cookies@gshawaii.org).
3. At the password screen, enter and confirm personal password. Be sure to follow the system requirements on the screen.
4. At the profile screen, enter same personal password that you used in Step 3. Also review/enter all additional information. Click 'Update Profile' once complete.
5. Enter Little Brownie Cookie Tech Portal system.
6. Confirm account update via email link.

## Forgot Password?

If you forget your password, you can reset it on your own! Simply click 'Forgot your password?' the Cookie Portal sign-in page and enter your email. You will receive an email to setup a new password.



This single sign-on portal will connect you to eBudde™, eBudde™ DEMO, Girl Scouts® Ideal Cookie Sale™, Girl Scouts® VIP eTraining™, Girl Scouts® Cookie Locator or Cookie Club.

Your username (email address) and password designate your level of access to the Little Brownie Technology Tools.

If you would like to update your contact info please input your email and password above and [Click Here](#).

If you have not received an email with login instructions, please contact your council.

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