

Digital Cookie[®]

Site Registration – Girl Scout 13 and Older

Previous Steps: [Site Registration](#)

Step 1: After agreeing to Terms and Conditions, you will be prompted to register all Girl Scouts associated with your email address. Enter their preferred first names.

If your Girl Scout is over 13, you have the option to also enter an email address for her so she can manage most of her Digital Cookie site. Girl Scouts 13+ still need an adult to approve the Girl Scout’s site and Girl Scouts 13+ need an adult to approve orders.

If your Girl Scout over 13 doesn’t have her own email address, she can work with you and use your login to set up her site.

Digital Cookie Registration

Register your Girl Scout to participate in Digital Cookie. She'll get access to the Digital Cookie Platform where each Girl Scout can set up her cookie site and goals, manage orders and learn marketing business skills.

Girls 13 and older can add their own email address. This allows them to manage details for their cookie site.

Digital Cookie Status	Girl Scout	Date of Birth	GSUSA ID	Troop	Preferred First Name*	Girl Email Address	Action
Active	Nadda	05/20/2012	1088	4010	---	---	---

[ACCESS SITE](#)

Click to Activate

Girl Account

Victoria Roy

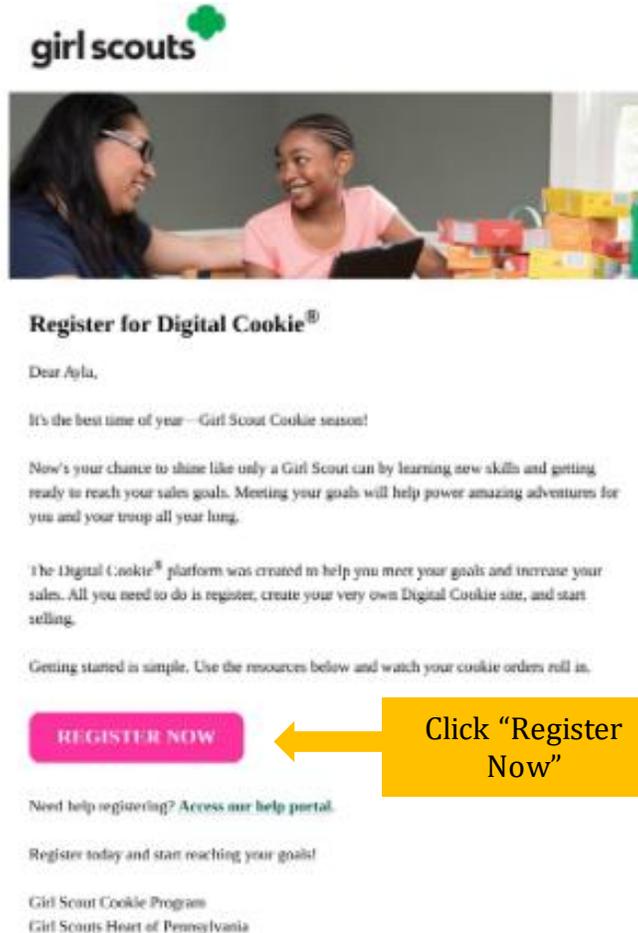
Preferred First Name:*
(or use a nickname)

Girl Email Address:
(optional)

Enter Girl Scout's Email Address (optional)

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Step 2: The Girl Scout will then need to check their email inbox for an email from “Girl Scout Cookies”. Girl Scouts should be sure to add email@email.girlscouts.org to their “safe senders” list so that this email goes to their inboxes and not to junk/spam/promotions email folders.

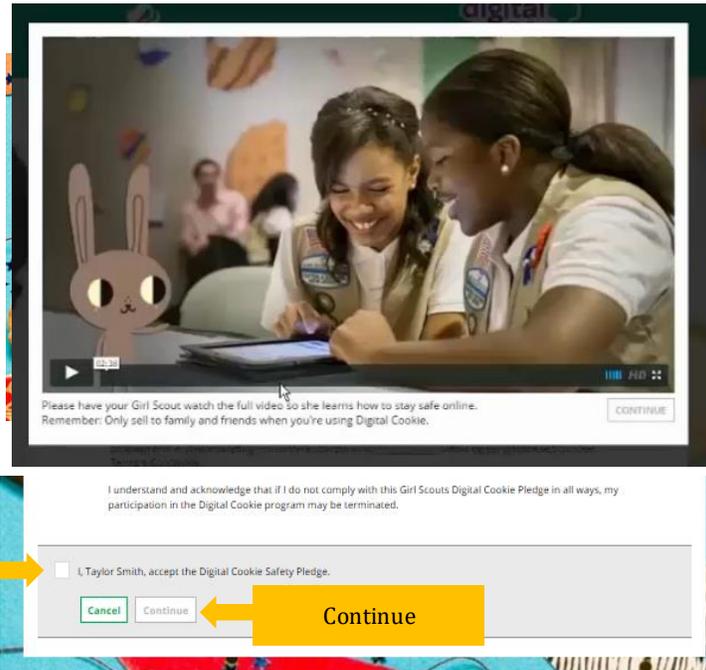


When she gets the email, she simply clicks on the pink button to be sent to the Digital Cookie website where she will be able to set her password.

If she does not get the registration email within 15 minutes of you adding her email address, Girl Scouts can follow the steps on the [“No Registration Email”](#) Tip Sheet.

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Step 3: The Girl Scout will need to complete the same steps to set up a password as all other users. Once she has set her password, she will be taken to the *Safe Selling for Smart Cookies* video. She can't proceed further until the full video has been viewed.



Step 4: Then, read the “Girl Scout Safety Pledge.”

After she has read the pledge, she can click the box to accept it and then click “Continue” be taken to the home page of her site to set it up.

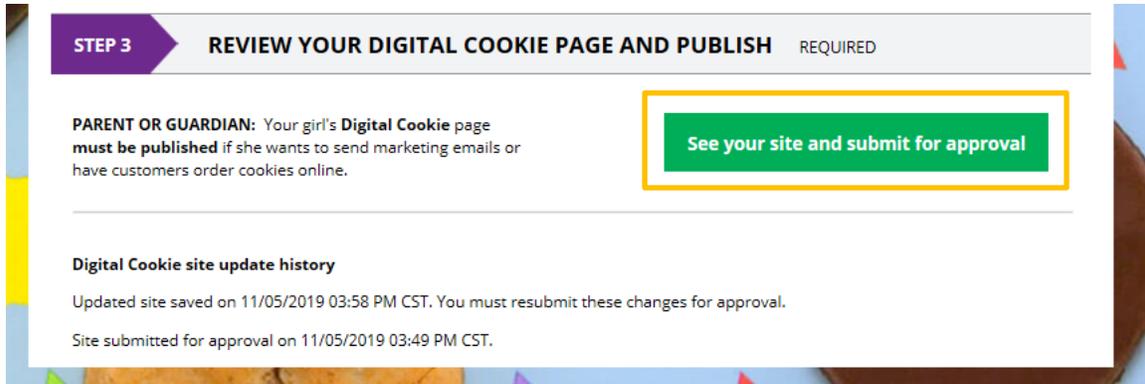
Next steps: [Girl Scout Site Setup - 13 and Older Marketing to Customers](#)

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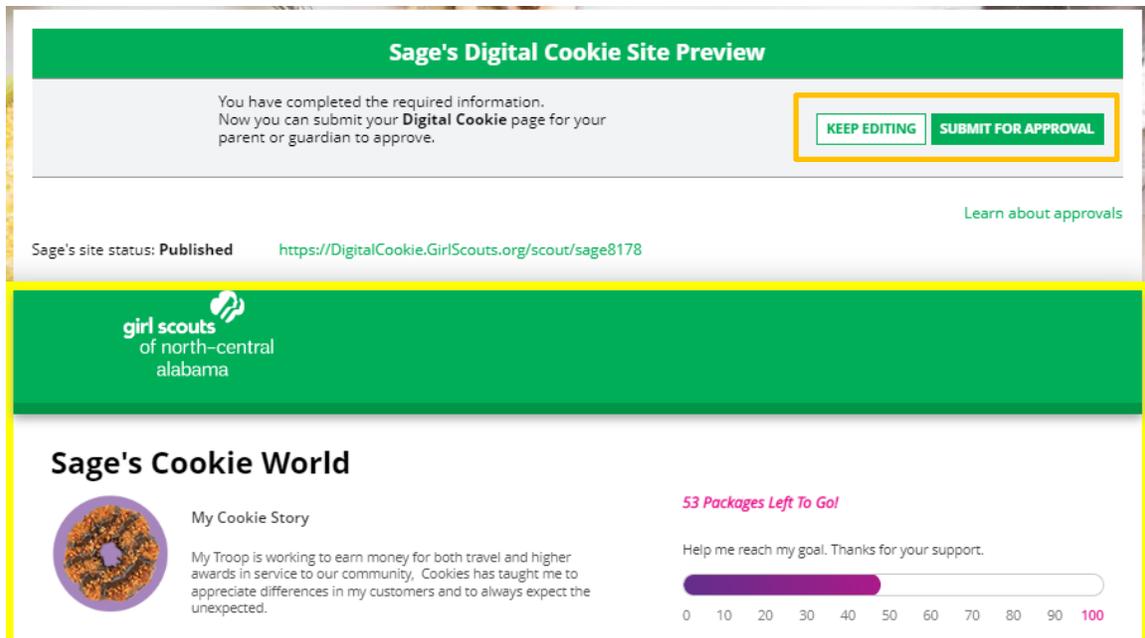
Site Setup – Girl Scout 13 or Older

Previous steps: [Site Registration Girl Scout 13 and over](#)

Step 1: Once in the Digital Cookie site, the setup functions just like the [Site Setup Girl Scout Under 13](#). The difference is that Step 3 will have a button at the bottom of the page instructing the Girl Scout to: “See your site and submit for approval.”



Step 2: A preview of her site will display and she can either make additional edits or submit it for caregiver approval.



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Step 3: Once she has submitted the site for approval, you will receive an email that your Girl Scout's site needs approving.

Step 4: When you click the pink "Review Site" button in the email, you will login and be sent to your Girl Scout's site preview.



Please review and approve her site

Dear Annabelle,

Zoe updated their Digital Cookie® site. Please take a moment to approve the updates.

It's simple and quick! Log in to your Digital Cookie account and navigate to the "Site Setup" tab and then review the following:

- Make sure your Girl Scout's site doesn't include their last name, school name, home address, email address, phone number, or any other identifiable information. This applies to your Girl Scout's cookie video as well.
- Review any photos or videos your Girl Scout has uploaded to their site and make sure you are comfortable with the content.
- Review your Girl Scout's cookie story to ensure they share their plans for their cookie proceeds. Research shows it's a key driver for customers as they decide to purchase.
- If you need to change something, you can edit the information. Be sure to tell your Girl Scout if you made changes.

If everything looks good, simply approve the site, and it will be ready for her to reach out to customers.

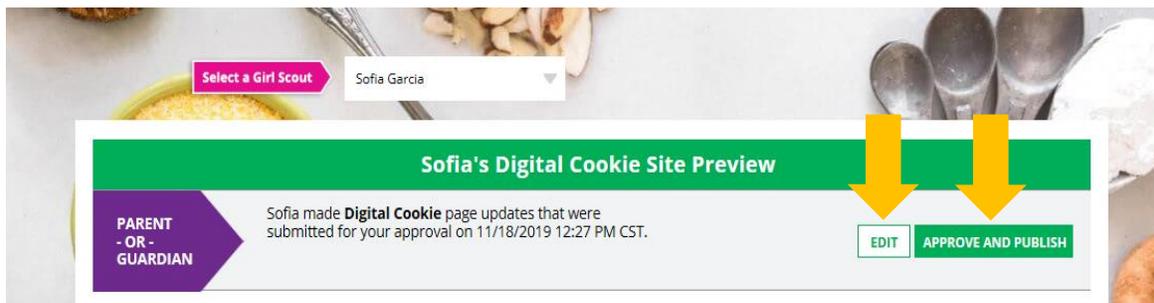
[REVIEW SITE](#)



From there you can review it and either "Approve and Publish" to have her site go live, or click the "Edit" button to make changes.

If you make changes, when they are complete, click "Approve and Publish". Make sure to let your Girl Scout know you made changes.

Step 5: The Girl Scout will receive an email confirmation that her caregiver has approved her site. Now she is ready to send marketing emails to customers once the council's Digital Cookie sale is open.



Next Steps: Marketing to Customers