

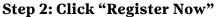
# Digital Cookie®

# **Volunteer Registration & Login**

All users must register each year before using Digital Cookie.

## **Step 1: Receive Registration Email**

- Watch for your registration email from the Girl Scout Cookie Program (email@email.girlscouts.org).
- Your council will inform you of the expected date.
- Volunteers may receive their email **before parents** have access.
- If you did not receive the email, refer to the "No Registration Email" Tip Sheet.



• Use the **most up-to-date version** of your web browser for best results.

#### Step 3: Create Password & Log In

- Create your password and click **Submit** to save it.
- Log in using the **same email address** where you received the registration email.
- You will receive a **registration confirmation email**—keep it handy during cookie season.

### Step 4: Watch Safety Video

- If you are also a parent and parent registration is open, you must watch a short safety video.
- **Note:** You cannot proceed until the video is completed.

#### **Step 5: Accept Terms & Conditions**

- Read and accept Volunteer Terms and Conditions.
- If you are also a parent and parent access is open, you will also need to:
  - Accept Parent Terms and Conditions
  - Review and accept the **Girl Scout Safety Pledge** with your Girl Scout
- If parent access is not yet open, these steps will appear at your next login.

#### **Step 6: Select Your Role**

- If you have multiple roles, you will see a **Role Selector** screen once parent access opens.
- If roles do not appear or the dropdown is incomplete, contact your council.
- You can switch roles anytime using the dropdown at the top of the screen.

**Next Steps:** <u>Troop Dashboard tip sheet</u>

