

Week of January 23rd

Cookie Bites

Welcome to Cookie Bites! This is your weekly information, updates and reminders email during the 2024 cookie program. This is the third edition. You will get an email from the Product Program Team throughout the cookie program each Tuesday. This email is sent to Troop Cookie Chairs and Service Unit Cookie Chairs with cookie information only. You are encouraged to share the information with others in your troop as needed.

Upcoming Important Dates

Wednesday, January 24th 8:00 pm | 1st round of booth selections opens up in Smart Cookies

Friday, January 26th | Cookie Program begins with Digital Cookie opening for Girl Scouts to take orders and Girl Scouts are able to collect orders using paper order cards.

Friday, January 26th 8:00 pm | 2nd round of booth selections opens up in Smart Cookies

Saturday, January 27th at 10 am | Cookie Rookie Series – Booths. This virtual training will help troop volunteers organize their booth sales, use both Smart Cookies and Digital Cookie, plus some best practices when it comes to booth sales. No need to register. See attachment for Zoom link and passcode.

Monday, January 29th 8:00 pm | 3rd round of booth selections opens up in Smart Cookies

Wednesday, January 31st 6:30 pm | Cookie Rookie Series – Smart Cookies. This virtual training will show troop volunteers on how to use Smart Cookies plus some best practices on data entry for your troop. Another session is available on **Saturday, February, 4^h at 10 am**. No need to register. See attachment for Zoom link and passcode.

Important Updates

Cookie Booth Selection Rounds

Cookie booth selections round 1 open on Wednesday, January 24th at 8:00 PM in Smart Cookies. For round 1, troops will be allowed to select a maximum of 5 booth locations with no more than 2 locations having a premium designation. Round 2 opens at 8:00 PM on Friday, January 26th and troops will be allowed to select additional booth locations with no more than 2 of those locations having a premium designation for a total of 10 time slots and no more than 4 premium locations. Round 3 is on Monday, January 29th at 8:00 PM with the same rules in place. The final round of booth selections begins on Wednesday, January 31st at 8:00 PM. There will be no restrictions in place and troops may sign up for as many time slots as they'd like at any location, premium or not for the duration of the 2024 Cookie Sales season. Need help using Smart Cookies to select cookie booths? Please see the attached quick sheet for directions.

Booth Location Update

After hearing concerns about the number of “non premium” booth locations, we have looked over last year’s booth data and made some changes. You will now see there are fewer booths listed as “premium”. We hope this change helps your troops have the best booth sales possible. We are still working with a few potential booth hosts, but the majority of locations are present in Smart Cookies.

Troop Secured Booth Locations

Troops may begin requesting troops booths using the “Troop Secured Booths” button in the “Booth” tab. Please submit booth requests no less than 48 hours before the requested time. These are locations troops have secured on their own that are not part of a national chains or for troops in smaller communities. All booth rules still apply.

Cookie Cupboard Helpers

To help cookie cupboards go quickly and smoothly, we are asking for volunteers to help sort and load cupboard orders for the Albuquerque area. You can sign up using the Sign-Up Genius here: <https://www.signupgenius.com/go/10C0E4CACAD22A3F8C07-47419082-cookie>. We greatly appreciate any help you can provide. If you have any questions, please reach out to Katie Otero at productprogram@nmgirlscouts.org.

Initial Order and Cupboard Schedule

The initial order and cupboard schedule is as follows. Additional information on times and locations will be sent out soon.

Initial Order

- Monday, February 5th: Gallup and Taos/Questa
- Tuesday, February 6th: Santa Fe, Los Alamos, and Las Vegas
- Wednesday, February 7th: Clovis, Tatum, and Farmington
- Thursday, February 8th and Friday February 9th: Albuquerque

Cupboards

- Wednesdays: Clovis and Tatum
- Thursdays: Farmington, Las Vegas, Taos and Albuquerque
- Fridays: Santa Fe, Los Alamos, Gallup and Albuquerque

Smart Cookies Reminders

Updating of Girl Scouts and volunteers in Smart Cookies

We will be adding Troop Cookie Chairs to Smart Cookies on Wednesday, January 24th. All volunteers who have completed training as of January 23rd will be included. Please know that we will be updating the "My Troop" tab by midnight on Thursday, January 25th. All Girl Scouts who have a current membership and completed a Product Program Permission Form as of Tuesday, January 23rd will be uploaded on Thursday, January 25th. Caregivers should receive Digital Cookie emails the morning of January 26th.

Digital Cookie Reminders

Emails for Digital Cookie Registration

Emails to set-up Digital Cookie websites have been going out to Girl Scouts who submitted forms by January 15th. Please be aware that families with multiple Girl Scouts

in the program will only receive one email. Families are looking for the email “Register for the Digital Cookie platform today” from the sender “Girl Scout Cookies” at email@email.girlscouts.org.

Syncing Issues

Digital Cookie underwent major updates since last year. As a result, we have seen many issues with Girl Scout and volunteer accounts syncing between Smart Cookies and Digital Cookie. We kindly ask that families check spam/junk mail folders for their email. We ask that troop leaders check email addresses in Digital Cookie under the My Troop tab and check to see if Girl Scouts are active in Smart Cookies before reaching out to the council office. If families are listed with correct information in Digital Cookie, they can click the Forgot Password link from the login page to Digital Cookie to request a new registration email. If both the family and troop leader have done these steps and need more assistance, please have them email customercare@nmgirlscouts.org and our customer care will investigate the issue.

Shipping Rates

Shipping rates for the 2024 Girl Scout Cookie Program are:

4 to 8 Packages: \$12.99

9-12 Packages: \$14.99

For 13+ Packages, the flat rate will start over (e.g., 16 packages = \$14.99 + \$12.99)

\$5.00 surcharge for orders shipping to Alaska, Hawaii, Puerto Rico, APO/FPO/DPO, Guam and US Virgin Islands

Resource Highlight

Virtual Office Hours

Virtual Office Hours are now available on Monday evenings from 6:30 pm to 8:30 pm and Wednesdays during the lunch hour from 11:30 am to 1 pm. Please use the Zoom

meeting information below. All virtual office hours will use the same link and passcode.

Join Zoom Meeting

<https://us06web.zoom.us/j/84876605237?pwd=wMjCPU6HsF237bJ9O4dMs8WY1JfTBY.1>

Meeting ID: 848 7660 5237

Passcode: Cookie2024

Scheduling Booths – First Come First Service (FCFS) Selections

View this video: <https://www.youtube.com/watch?v=v4yqIzfx0ZA> or follow the steps below

Log into Smart Cookies and navigate to Booths>Schedule a Booth

When FCFS is open, this bar will display which includes information on open and close dates, max number of premium reservations that can be scheduled and max number of total reservations that can be made.

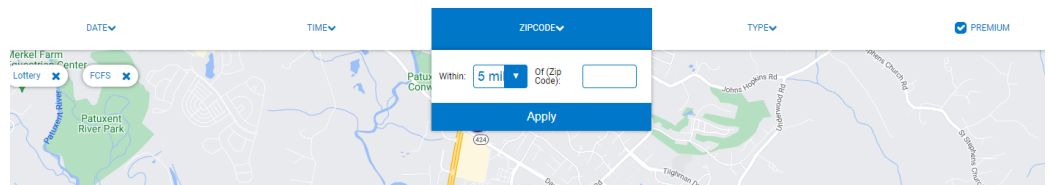
Open: First Come, First Served - Reservation 1

Opens On: Sep 28 @ 06:00 AM	Closes On: Mar 31 @ 11:00 PM
Max Premium Reservations 5	Max Total Reservations 60

Lottery
 FCFS
 Premium

- Dollar Tree
 1641 Crofton Center
 Crofton, MD, 21114
- IHOP
 889 MD 3 N
 Gambrills, MD, 21054
- Shoppers
 1649 Crofton Center
 Crofton, MD, 21114
- Sunoco
 1025 RT 3 N
 Gambrills, MD, 21054
- Mt Airy Reception Hall
 1008 Twin Arch Rd
 Mt Airy, MD, 21771
- Family Bike
 1286 MD 3
 Crofton, MD, 21114
- Giant
 1161 MD 3 N
 Gambrills, MD, 21054

A list of available locations will display on a grid on the right. A location with a “P” indicates it is a premium booth. You can search for locations by name, zip code or city to narrow your search. There are also a number of filters to find available locations by a specific date, time, distance from a zip code and more.



Click on a location to open a calendar. Available dates appear in blue. Click on the date to open up available timeslots. Click on the time slot desired and save. Your troop will immediately be assigned to the booth. Return to Booths>My Reservations to see a list of all booths scheduled.

February

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

Saturday, February 25

04:00 PM - 07:00 PM

3 Results Share Booth Locations [f](#) [t](#) [l](#)

Show Confirmed Reservations
 Show Pending or Denied Reservations
 Booths left to distribute

STORE	ADDRESS	CITY	ZIP CODE	DATE	TIME	PREMIUM	TYPE
Royal Farms	1114 Rt 3 N	Gambrills	21054	Saturday, Feb 04	03:00 PM - 06:00 PM	●	FCFS
Michael's Pizza	16952 York Rd	Monkton	21111	Sunday, Feb 26	03:00 PM - 06:00 PM	●	FCFS
Giant	1161 MD 3 N	Gambrills	21054	Sunday, Feb 26	10:00 AM - 02:00 PM	●	FCFS

Booth Sale Summary



2023 Cookie Training Q&A Session



If you have questions following the completion of the training or need additional assistance, you can attend a virtual Troop Cookie Q&A session with the GSNMT Product Program Manager on Zoom. Even if you do not have any questions, we recommend you attend a session so we check-in with your troop and get to know you, especially if you are a new volunteer. You can drop-in at any point during the session and you do not have to stay for the whole session. The session is optional but highly recommended. Session dates, times and zoom link can be found below.

Wednesday, December 20 th Noon to 1:30 pm	Thursday, December 21 st 6:00 pm to 7:30 pm	Thursday, January 4 th 11:30 am to 1:00 pm
Sunday, January 7 th 1:00 pm to 3:00 pm	Monday, January 8 th 11:30 am to 1:30 pm	Wednesday, January 10 th 11:30 am to 1:30 pm
Saturday, January 13 th 3:30 pm to 5:00 pm	Sunday, January 14 th 1:00 pm to 3:00 pm	Monday, January 15 th 11:30 pm to 1:00 pm
Tuesday, January 16 th 6:30 pm to 8:00 pm	Wednesday, January 17 th 5:00 pm to 6:00 pm	Saturday, January 20 th 2:30 pm to 4:00 pm
<p>Join Zoom Meeting</p> <p>https://us06web.zoom.us/j/82537176840?pwd=HdWSapOOTUjIZfk5BCYX1DqTcCIHeu.1</p> <p>Meeting ID: 825 3717 6840</p> <p>Passcode: CookieQ&A</p>		

Product Program Virtual Office Hours

Mondays 6:30 pm to 8:30 pm
Wednesdays 11:30 am to 1 pm
Beginning Monday, January 22nd

Join Zoom Meeting
<https://us06web.zoom.us/j/84876605237?pwd=wMjCPU6HsF237bJ9O4dMs8WY1JfTBY.1>

Meeting ID: 848 7660 5237
Passcode: Cookie2024



Cookie Rookie Sessions

Introduction to Cookies

- Monday, December 18th – 6:30 pm
- Wednesday, January 3rd – 6:30 pm
- Saturday, January 6th – 1:00 pm

Initial Order & Inventory Management

- Wednesday, January 10th – 6:30 pm
- Saturday, January 13th – 10 am

Digital Cookie

- Wednesday, January 17th – 6:30 pm
- Saturday, January 20th – 10 am

Booths

- Wednesday, January 24th – 6:30 pm
- Saturday, January 27th – 10 am

Smart Cookies

- Wednesday, January 31st – 6:30 pm
- Saturday, February 3rd – 10 am

Program Close Out

- Wednesday, February 28th – 6:30 pm
- Saturday, March 3rd – 10 am



Join Zoom Meeting

<https://us06web.zoom.us/j/81213601350?pwd=b3A3VziSLbYGSDxXbUypE8AZ3hbrVW.1>

Meeting ID: 812 1360 1350

Passcode: Rookie2024

Sessions will be available for review on gsLearn the following Monday



Best Digital Cookie Website



Session for Girl Scouts and their Caregiver to learn the Digital Cookie system. How to set-up their website, troubleshoot general issues and how the system works. Designed for families new to Girl Scouts. Please share this information with your families.

Thursday, January 18 th 6:30 pm	Saturday, January 20 th 1:00 pm	Tuesday, January 23 rd 6:00 pm
<p>Join Zoom Meeting</p> <p>https://us06web.zoom.us/j/81772550043?pwd=HNdpJLcZ6VF0pHOtluOs0ga7C7jbVl.1</p> <p>Meeting ID: 817 7255 0043</p> <p>Passcode: DOC24</p>		

Cookie Jumpstart

Session for caregivers to learn about the cookie program and what to expect through out the cookie season. We will provide general information for families and answer their questions. This session is designed for families new to Girl Scouts.

Thursday, January 4th 6:30 pm
Sunday, January 14th 11:30 am
Thursday, January 25th 5:30 pm
Saturday, January 27th 1:00 pm



Join Zoom Meeting
<https://us06web.zoom.us/j/83324188220?pwd=xlyT5cTKbfcH3zbd9hlvOcs6sarH5.1>

Meeting ID: 833 2418 8220
 Passcode: ThinMint24