

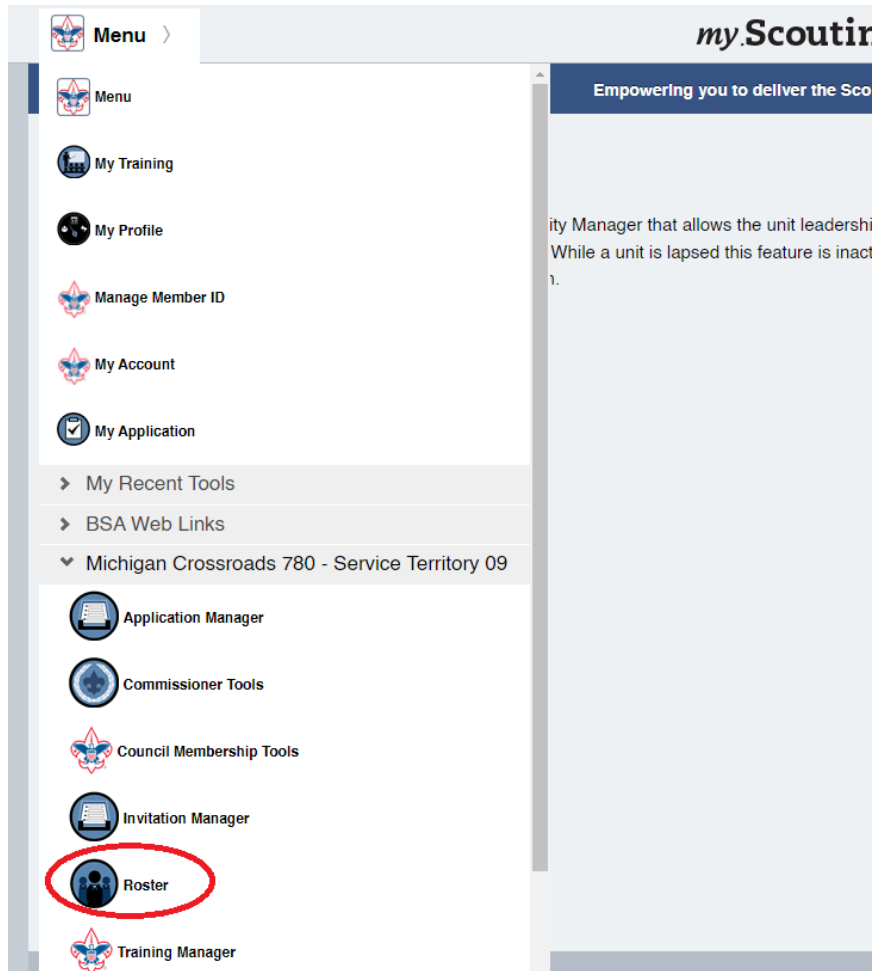


BOY SCOUTS OF AMERICA® MICHIGAN CROSSROADS COUNCIL

How Commissioners Can Print Membership Cards for Units

A unit's recharter has been approved, or a new member has been added. How do you print off membership cards on behalf of a unit? This document will walk you through that process.

1. Log into my.scouting.org
2. Click **Menu** and scroll to the council section section. Choose **Roster**.





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3. Make sure **Roster** is chosen on the left bar. Click **SELECT ORG LEVEL** from the top right of the top bar.

Michigan Crossroads 780

Michigan Crossroads 780

Roster

Search

Compose Print Edit Profile Export Roster Filter

	Name	Member ID	Role	Gender
<input type="checkbox"/>	[Redacted]	[Redacted]	Council Admin	F
<input type="checkbox"/>	[Redacted]	[Redacted]	Council Committee Member	M
<input type="checkbox"/>	[Redacted]	[Redacted]	Council Executive Board Member	M

4. Choose the **Service Area** from the first column, the **District** from the second, and the **Unit** from the third column. Click **Navigate** when done.

Organization Navigator

Organization Level: Michigan Crossroads 780 > President Ford Service Area SAPF > Lakeshore 06

Districts (6), Service Areas (2)	Districts (15)	Units (74)
Search	Search	Search 333
SA Great Lakes Service Area SAGL	D Chief Okemos 20	G Troop 0333 3
D LDS 26	D Eagle Spirit 05	
D LDS 27	D Heartland 19	
D LDS 28	D Heroes 23	
D LDS 39	D Lakeshore 06 2	
D Learning for Life Division 16 1	D Northern Lights 13	
SA President Ford Service Area SAPF	D Nottawa Trails 10	

Navigate 4

5. You should see a current roster for that unit. Select the person or persons you want to print a card for. You can click the box at the top of the left column to select all.

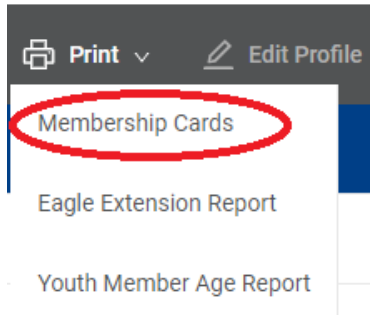




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6. Choose **Print** → **Membership Cards**



7. On the **Print Membership List** page that appears, you should see the list of members you chose. Click **Export to PDF** to download a PDF printable version of all the cards requested.



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Print Membership List

This information is to be used only for authorized purposes on behalf of the Boy Scouts of America. Disclosing, copying, or making any inappropriate u

Council Michigan Crossroads 780
District Lakeshore 06
Unit Troop 000000
Chartered Organization
Report Generated By 00000000000000000000000000000000
Date Report Generated 01/06/2023

Export to CSV

Export to PDF

