

ONLINE MEMBERSHIP TOOLS TRAINING

Michigan Crossroads Council

HOUSEKEEPING

Are you a Key 3 Member or Key 3 Delegate?

Please type your questions in the chat.

At the end of each section, we will go through all questions.

We will take a group break halfway through the presentation.

These materials will be provided, with today's recording, after the presentation so you can reference the materials with questions.

1.

Introductions and Tools

AGENDA

Introduction and Overview of Tools

Get More Information About Us

Online Applications

Managing Your Unit 101

Other Tools and Resources

WHY ARE WE HERE?

- ▶ Our purpose here today is to go over several of the online membership tools that your unit can use to welcome new families to Scouting!
- ▶ We have organized the information in a way that focuses on how you, the unit leader, would interact with different interested people.



TOOLS TO REMEMBER

All of the following tools can be found in the **my.scouting.org** website

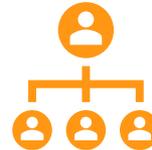
APPLICATION
MANAGER



INVITATION
MANAGER



ORGANIZATION
MANAGER



ROSTERS





HELPFUL TIPS AND TRICKS

1. Create a Scouting Email
2. Use Google Chrome when using my.scouting.org
3. If something fails to load...
 1. Which browser are you using?
 2. Try an “incognito” browser



Home - My Scouting x +

my.scouting.org/home

my.Scouting | Organization Manager

Welcome, Jake Straub

Menu 1

- Home
- My Profile
- My Account
- My Application
- My Training
- Manage Member ID

Recent Tools

- Roster Shoreline 07
- Invitation Manager Shoreline 07

Organization

- Pack 3113 (FP) 2
- Trained Leader Report
- YPT Reports

Jake Straub
Member ID [REDACTED]

- My Profile
- My Account
- My Application
- My Training
- Manage Member ID
- BSA Web Links

Unit Program Dashboard now in Organization Manager
National 06/01/2023

Attention Unit Leaders: A new dashboard has been added to your Organization Manager page in MyScouting. This one-page report will show you all your program details from MyScouting and Scoutbook, including who is listed as the key unit leaders, and your Unit Commissioner. Youth Protection and leader training details, the Youth Membership, Advancement, Camping, Hiking, and Service Hour overview are presented all on one page. In addition, the recharter status, and the district roundtable location and attendance is reported.

Unit Dashboard added to Commissioner Tools
National 05/22/2023

Attention Commissioners - A new unit dashboard is now available that consolidates valuable information about each unit into a single location. Information includes leader contacts, membership, advancement, roundtable attendance, and unit activities with hyperlinks to more detail as needed. Check out this overview video to learn more: Unit Dashboard Overview.

New Changes to My.Scouting
National 05/02/2023

The look of My.Scouting has changed. You will find the new landing page is redesigned offering a quicker connection to managing your account and profile. The menu is now displayed at all times and you can jump from tool to tool as needed.

Lion and Tiger Adult Partner Positions
National 02/17/2023

Click logo to take Youth Protection in English or Spanish

#ADVENTUREON!
2023 RECRUITMENT RESOURCES

2.

GET MORE INFORMATION ABOUT US

How your Unit is presented to the public

| Invitation Manager | Organization Manager |

BE A SCOUT!

1.

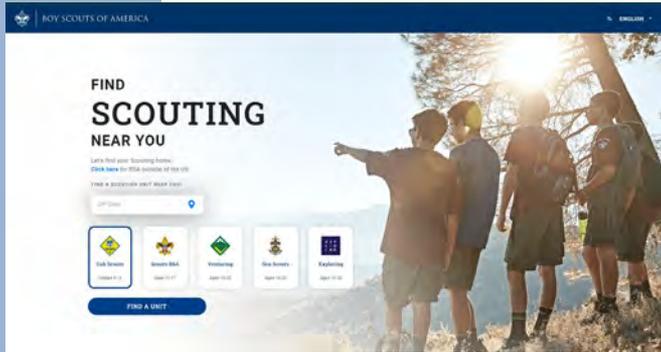
Beascout.org is the first-place prospective families should go to get information about Scouting.

2.

Prospective families will put in their zip codes and any Units within a geographic area will pop up.

3.

Prospective families can communicate with you or even apply right away.



Girl Troop

Online Registration available for this unit.

JOIN US! We meet weekly on Monday nights. Our girls love a wide variety of activities from hiking and biking to skiing and skating. We have regular camping trips that are always a highlight for the scouts and summer camp as well

Request More Information

APPLY NOW

7



Troop 0798 Blessed Sacrament Catholic School

9.2 miles

3109 Swede Ave
Midland MI 48642

Contact: Richard Adam
Email: [REDACTED]

Boy Troop

Online Registration available for this unit.

Come join us! We meet on Monday nights. Our boys love a wide variety of activities from hiking and biking to skiing and skating. We have regular camping trips that are always a highlight for the scouts and summer camp as well.

Request More Information

APPLY NOW

8



Troop 0767 American Legion Post #165

9.7 miles

2808 Waldo Ave.
Midland MI 48642

Contact: Todd McQuiston
Phone: [REDACTED]

Boy Troop

Online Registration available for this unit.

Request More Information

APPLY NOW

BE SURE TO INCLUDE



1.

Contact Information



2.

Meeting Information



3.

Unit Information/Fact Sheet



4.

A link to a public unit Facebook page or website



5.

Anything descriptive!

The screenshot shows the my.Scouting Organization Manager interface. At the top left, a blue navigation menu is open, with an orange arrow labeled '1' pointing to the 'Menu' button. The menu lists various options: Home, My Profile, My Account, My Application, My Training, Manage Member ID, Recent Tools (Roster, Invitation Manager), Organization (Pack 3113 (FP), Trained Leader Report, YPT Reports), and a search bar. An orange arrow labeled '2' points to the 'Pack 3113 (FP)' option. The main content area features a user profile for Jake Straub, a grid of quick links (My Profile, My Account, My Application, My Training, Manage Member ID, BSA Web Links), and several news items with dates and titles. A blue chat bubble is visible in the bottom right corner.

Unit Pin - My Scouting

my.scouting.org/1CCEB15A-EF72-488D-8993-F7601DDCF337/organization-manager/unit-pin?orgNavPath=FE128DBE-1845-4771-8088-5DD8081A546D

my.Scouting | Organization Manager

Welcome, Jake Straub

Troop 0798 Blessed Sacrament Catholic School



Troop 0798

- Settings
- Unit Pin
- Unit Dashboard
- Roster
- Position Manager
- Reports

Unit Information

Pin Mode

Only Allow the Council to Update Pin Information

Allow Units to Update Pin Information

Appear on BeAScout:

Allow People to Apply Online:

Contact Information

Contact Person: Tami Adam

Phone: [Redacted]

Email: [Redacted].com

[Edit](#)

Unit Website

www.scouting.org

Additional Unit Information

JOIN US!
We meet weekly on Monday nights. Our girls love a wide variety of activities from hiking and biking to skiing and skating. We have regular camping trips that are always a highlight for the scouts and summer camp as well.

Unit Pin Preview

 Troop 0798 Blessed Sacrament Catholic School

Contact: Tami Adam

Phone: [Redacted]

Email: [Redacted].com

 Girl Troop

 Online Registration available for this unit.

JOIN US! We meet weekly on Monday nights. Our girls love a wide variety of activities from hiking and biking to skiing and skating. We have regular camping trips that are always a highlight for the scouts and summer camp as well.

[Request More Information](#) [Apply Now](#)

Fields to Display on Unit Pin:

Unit Meeting Address:

Contact Person's Name:

Phone Number:

Contact Email:

Unit Website:

Additional Unit Information:



INVITATION MANAGER



WHAT IS IT

You can display more or less information to new families.

Families can “send” an invitation to you directly about Scouting.



WHO HAS ACCESS

Unit Key 3 or Key 3 Delegates have the most access.

An assigned Registration Inquiry person will also have access.



INVITATIONS AND WHAT TO DO WITH THEM

You must respond to invitations within seven (7) days.

Most units will use the email feature to communicate.



Home - My Scouting

my.scouting.org/home

my.Scouting | Organization Manager

Welcome, Jake Straub

Menu

- Home
- My Profile
- My Account
- My Application
- My Training
- Manage Member ID

Recent Tools

- Home
- Roster Ojibway 15
- Invitation Manager Ojibway 15
- Roster Heartland 19

Organization

- Ojibway 15
- Application Manager
- Commissioner Tools
- Council Membership Tools
- Invitation Manager
- Organization Manager
- Roster
- Training Manager

Jake Straub
Member ID: 9840979

- My Profile
- My Account
- My Application
- My Training
- Manage Member ID
- BSA Web Links

Unit Program Dashboard now in Organization Manager
National 06/01/2023

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Lion and Tiger Adult Partner Positions
National 02/17/2023

Click logo to take Youth Protection in English or Spanish

#ADVENTUREON!
2023 RECRUITMENT RESOURCES

Regional YPN Luncheon at the D... x MYPros (Midland Young Profes... x Invitation - My Scouting x

my.scouting.org/D70587BB-25B7-421F-A97F-D953178C83B2/membership-manager/invitation?selectedOrg=5DF3E4D6-5477-4DCF-8D19-879D9FE41Df8&orgNavPath=D70587... Update

Menu my.Scouting | Membership Manager Welcome, Jake Straub

Troop 0108 St Jude Thaddeus Parish B

Troop 0108 St Jude Thaddeus Parish B SELECT ORG LEVEL

Last updated at: 07/05/2023 01:49:46 PM RELOAD

0 New Leads Last 30 days + New Lead

Status Summary

0	New	VIEW
1	Opened	VIEW
0	Pending Reassignment	
0	Invitation Sent	VIEW
2	Closed	VIEW
0	Completed	VIEW

Invitation QR - Troop 0108

Download QR Code Copy URL

Leads VIEW COLOR MATRIX

When an invitation is less than 7 days old & not been opened

When an invitation has been opened, you may have communicated

When you've sent an invitation to a person or application

If the person decides not to join or stops responding, you must click Closed

If the person joins, you must click Completed

When an invitation is over 7 days, or you have contacted via email

The screenshot shows the my.Scouting Membership Manager interface for Michigan Crossroads 780. The page displays lead information for Allison Davis, including her current status (Opened), youth information (Corbin Steik, Age 16, Grade Ninth), and a list of actions. The actions include Reassign, Close Lead, Complete, Send YPT Email, and Send Application. There are also buttons for Respond to Lead and Email Assigned Organization. The interface includes a menu, a search bar, and a user profile for Jake Straub.

To Email the person directly

If the person stops responding, click Close

If someone is interested in the wrong unit (should be in a pack)

If the person signs up, click Complete

If they want to join send them an application

INVITING SOMEONE TO LEARN MORE

- ▶ This is the simplest way to invite people to join or learn more about your Unit
- ▶ You can invite someone three (3) different ways: (1) send them an email, (2) send or print a QR code, (3) send someone a direct link
- ▶ The invitations are specific to your Unit
- ▶ The next slides will show you how you can invite a “Crossover” to your Troop

Invitation - My Scouting

my.scouting.org

my.Scouting | Membership Manager

Welcome, Jake Straub

Troop 0335 Chesaning Rotary Club

Troop 0335 Chesaning Rotary Club

SELECT ORG LEVEL

Last updated at: 06/20/2023 05:53:30 PM

RELOAD

0 New Leads Last 30 days

0 Opened Leads Last 30 days

+ New Lead

Status Summary

New	VIEW
Opened	VIEW
Pending Reassignment	VIEW
Invitation Sent	VIEW
Closed	VIEW
Completed	VIEW

Active Leads by Source

No data

Invitation QR - Troop 0335



Download QR Code

Invitation Link - Troop 0335

Copy URL

Leads

VIEW COLOR MATRIX



Invitation - My Scouting x Applicant Type - My Scouting x +

my.scouting.org/online-registration/5e279b03-e736-49b9-bd69-5ca31f45c123/applicant-type

my.Scouting | Troop 0335 Chesaning Rotary Club B Help

WELCOME TO SCOUTING

Select your application type below to apply for membership in or to volunteer for Scouting. You will be notified when your application has been processed by the unit or council.

Are you registering yourself or your child?:



Youth
Age 10 - 17 years old

Start





Adult
Volunteers

Start

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Invitation - My Scouting x Youth Info - My Scouting x +

my.scouting.org/online-registration/v2/5e279b03-c736-49b9-bd69-5ca31f45e129/new/youth/youth-info

my.Scouting | Troop 0335 Chesaning Rotary Club B Help

Youth Information

TELL US ABOUT YOUR CHILD

* Is the youth a current/former Scout? Yes 

* Youth member ID

* Youth First Name

* Youth Last Name

* Youth Date of Birth

Search

Back to previous Page

ADDING A FEE AND WELCOME EMAIL TO INVITATION MANAGER



You can set up an automatic welcome email to people who join your Unit



We recommend you set up a welcome email including your meeting location/time, leader contacts, Facebook page, and anything a prospective family may need to know.



You can include unit dues amount and explanation



You will need to collect those fees (currently) through another means

Settings - My Scouting

my.scouting.org/DBCE7B2C-4151-4E18-85BC-B4112041604C/organization-manager/settings?orgNavPath=D7058788-2587-421F-A97F-D953178CB382,46C60621-8B20-4A8F-A118-5977F785...

Please be aware that as of July 1, 2020, online applications may only be paid by debit or credit card.

Membership Application Approval

Select who has the ability to accept (approve) applications for your unit. Note: this applies only to adult applications

- Chartered Org Representative Approval Required
- Committee Chair Recommendation and Chartered Org Representative Approval Required

Youth Applications

- Automatically Accept Youth Applications to this Unit.

Adult Applications

Unit Fee... is set by the council. It may not be changed for this unit.

Unit D... Adult Applications:

Applicants This Pack Accepts

- Boys Only
- Both Boys and Girls

Email Settings

Fee Emails

- Include Fees/Fee Explanations

Online Registration Emails

- Welcome Emails

SAVE

Organization Manager

Settings

Pack 3768

Unit P...

Unit D...

Roste...

Posit...

Reports

You can select your fees email and write out what they cover

You can set up an automatic welcome email

Always be sure to save



HELPFUL TRICKS AND TIPS

You will get a daily email if someone is interested in your Unit. Each email will include a link. If you click the link, it will take you directly to that invitation.

Respond to leads quickly! At seven (7) days, the system will automatically send the invitation to the District.

Links and QR codes are specific to your Unit and can not be shared with another Unit, even when the Charter partner is the same, or when registering Merit Badge Counselors

Understand the difference between “New”, “Multiple”, and “Transfer”



Questions?

3.

APPLY ONLINE

How prospective families can apply to join your Unit

| Application Manager | Organization Manager |

APPLICATION MANAGER

The application manager is where you as a Unit leader can accept, deny, or interact with families who want to or have applied to join your Unit

Key 3 Members and Key 3 Delegates have the ability to approve youth applications. Registration Inquiry can see applications but cannot approve them

When someone applies you can accept, reject, or reassign their application to the district

Someone has applied and you must take action

*Adults only, the applicant has answer "Yes" to a screening question. The Scout Executive must take action

If you select "Do Not Accept" the council must review, why the unit did not accept the person

If the person is reassigned to another unit, they must agree

If you have not approved right away and have asked them a clarifying question

If you reassign or autoreassign happens

Regional YPN Luncheon at the D... x MYPros (Midland Young Profess... x Detail - My Scouting x

my.scouting.org/ID7058788-2587-421F-A97F-D953178CB382/membership-manager/application/200874826/detail

my.Scouting | Membership Manager Welcome, Jake Straub

Michigan Crossroads 780

Application Summary

Current Status: Pending Acceptance
YPT Status Active, Expires: 06-05-2025

Gender: Female
Date of Birth: Mar 2
Membership Term: Jul 1, 2023 - Dec 31, 2023

Phone: [Redacted]
Email: [Redacted]

Applied to Organization: Troop 0611
Currently Assigned to Organization: Troop 0611

APPLICATION ID: 200874826 VIEW INVOICE

Application Notes

POST

Review Application Pending Acceptance

- 1 Basic Information COMPLETED
- 2 Background Information COMPLETED
- 3 Payment/Checkout COMPLETED

DOWNLOAD APPLICATION

REASSIGN DO NOT ACCEPT Send YPT Email

YPT Status

Contact info

Notes and status

Payment can only be made online with a credit card

YPT must be done before they are registered

WHAT TO DO WITH AN APPLICATION

ACCEPT

Welcome an individual into your Unit.

For youth applications, many leaders have the ability to accept the application.

For adults only, the COR or COR delegate can approve applications (a CC can recommend).

They will **show up instantly on your roster** but takes **24 hours to show on Scoutbook**.

DO NOT ACCEPT

This person is not a good fit and should not be a member of our Unit.

REASSIGN

This person has applied for the wrong Unit (should apply to a female troop, or a Pack).

AUTO ACCEPTING YOUTH APPLICATIONS

PROS

No leader needs to log in to approve applications

Youth immediately show on your roster

Confirmation is given immediately

You are going to approve them anyways

CONS

Prospective families can't use registration assistance

The Unit can't easily pay for the Scout

Can only be done for youth

Can't charge Unit dues

HOW TO AUTO ACCEPT YOUTH APPLICATIONS

1. UNDER ORGANIZATION MANAGER

2. SETTINGS SUB MENU

3. AUTOMATICALLY ACCEPT YOUTH APPLICATIONS

The screenshot displays the 'Organization Manager' interface for Pack 3785. The left sidebar contains a navigation menu with 'Settings' selected. The main content area is divided into 'Key Three Information' and 'Settings'. Under 'Key Three Information', roles are assigned to Curt Gordon (Chartered Organization Rep.), Tiffany Hendricks (Committee Chair), and Janet Haggart (Cubmaster). The 'Settings' section includes a note about online applications and a 'Membership Application Approval' section with two radio button options. The 'Youth Applications' section has a checkbox for 'Automatically Accept Youth Applications to this Unit', which is highlighted by a red arrow. Below this, there is a note that this option is set by the council and cannot be changed for this unit. At the bottom, there are radio buttons for 'Types of Youth Applicants This Pack Accepts', with 'Both Boys and Girls' selected.

HELPFUL TRICKS AND TIPS

You will get a daily email if someone has applied to your Unit. Each email will include a link. If you click the link, it will take you directly to that application.

Respond to applications quickly! At seven (7) days, the system will automatically send the application to the District.

Make sure your COR is comfortable enough with computers to accept adults or have them assign a COR delegate. Only COR's or COR Delegates can approve adults – your DE or Registrar can't approve



Questions?

5 MINUTE BREAK

4.

MANAGING YOUR UNIT

How to utilize these tools to positively affect membership and communication in your unit

| Roster | Organization Manager |

ROSTER

The roster on my.scouting.org is the official registration record for all of your youth and adults

If someone is **not** on your my.scouting.org roster, they are **not registered** in your Unit

Scoutbook links to my.scouting.org and takes 24 hours to sync.
Changes in Scoutbook do not correlate to changes in my.scouting.org

Your roster includes personal and contact information for all of your Scouts and Leaders – keep it confidential!

Regional YPN Luncheon at the U... x MYPros (Midland Young Profess... x Roster - My Scouting

my.scouting.org/96B7D600-BB47-4E14-B8A9-7B1948F5FE0F/organization-m.../packs/3785?unit=Pack-17060700-96B7-431E-A07E-C9E5178CB3B2.46C... Update

Menu my.Scouting Welcome, Jake Streub

Pack 3785 Lions Club of Coleman

Pack 3785 Lions Club of Coleman SELECT ORG LEVEL

Roster

Compose Print Edit Profile Export Roster

Name Member ID Role Gender

<input type="checkbox"/>	Luke Clarkson		Youth Member	M
<input type="checkbox"/>	Mania Curtis		Youth Member	F
<input type="checkbox"/>	Korinne Ashley Dice		Committee Member	F
<input type="checkbox"/>	Weston Dice		Youth Member	M
<input type="checkbox"/>	Charles Eugene Dinsmore		Executive Officer	M
<input type="checkbox"/>	Curt Gordon		Chartered Organization Rep. Committee Member	M
<input type="checkbox"/>	Jacob Gullien		Youth Member	M
<input type="checkbox"/>	Janet Jave Haggart		Cubmaster	F
<input type="checkbox"/>	Kaitlynn Hansen		Den Leader	F
<input type="checkbox"/>	Tiffany Hendricks		Committee Chair	F

1 2 >

Settings
Unit Pin
Unit Dashboard
Roster
Position Manager
Reports

1st select all then you can send a mass email to everyone

You can select all members by checking this box

You can export this and more information to an excel or sheets file

What is included in the Roster?

- ▷ Membership ID numbers
- ▷ Contact Information
- ▷ Birthdays
- ▷ YPT status
- ▷ Grade/Age
- ▷ Membership Expiration Date



ASSIGNING ADULTS IN MY.Scouting.org

A Charter Org Rep or COR Delegate has the ability to change adult positions in my.scouting.org

Key 3 also have access to assign “Functional Roles” in the Unit – so can your DE

This feature is incredibly helpful when people change positions as an application is not needed

This can help speed the rechartering process along

Regional YPN Luncheon at the L... MYPros (Midland Young Profess... Position Manager My Scouting x +

my.scouting.org/96B7D600-BB47-4E14-B8A9-7B194BF5FE0F/organization-manager/position-manager?orgNavPath=D70587BB-25B7-421F-A97F-D953178CB3... Update



Pack 3785

1/1 (Executive) Manager

- Settings
- Unit Pin
- Unit Dashboard
- Roster
- Position Manager
- Reports

Registered Positions
Functional Roles

KEY 3:

<p>Committee Chair (1/1*)</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;"> Tiffany Hendricks ✓ </div>	<p>Cubmaster (1/1*)</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;"> Janet Haggart ✓ </div>	<p>Chartered Organization Rep. (1/1*)</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;"> Curt Gordon ✓ </div>
<p>Council Unit Representative (0)</p>		
<hr/>		
<p>Committee Member (2)</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;"> Curt Gordon ✓ </div> <div style="border: 1px solid #ccc; padding: 5px;"> Korrine Dice ✓ </div>	<p>Den Leader (1)</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;"> Kaitlynn Hansen ✓ </div>	<p>Assistant Cubmaster (0)</p>
<p>Assistant Webelos Leader (0)</p>	<p>Asst. Den Leader (0)</p>	<p>Executive Officer (1*)</p> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;"> Charles Dinsmore </div>
<p>Lion Guide (0)</p>	<p>New Member Coordinator (0)</p>	<p>Pack Trainer (0)</p>
<p>Tiger Den Leader (0)</p>	<p>Unit Chaplain (0/1)</p>	<p>Unit College Scouter Reserve (0)</p>

Regional YPN Luncheon at the D... MYPros (Midland Young Profes... Position Manager - My Scouting... SSIE MUSSE MUSON!

my.scouting.org/96B7D600-BB47-4E14-B8A9-78194BF5FE0F/organization-manager/position-manager?orgNavPath=D70587BB-25B7-421F-A97F-D953178CB3... Update

Menu my.Scouting | Organization Manager Welcome, Jake Straub

Pack 3785 Lions Club of Coleman

Pack 3785 Lions Club of Coleman F SELECT ORG LEVEL

Registered Positions Functional Roles

COR Delegate (0/1) ADD +	Key 3 Delegate (0/3) ADD +	Registration Inquiry (0) ADD +
Unit Advancement Chair (0/1) ADD +	Unit Training Chair (0/1) ADD +	Unit Treasurer (0/1) ADD +
Youth Protection Champion (0/1) ADD +		

CONNECT WITH US:

Contact Terms & Conditions

Renewal of Membership

Each individual is now responsible for renewing their membership within Scouting America.

Scouting America no longer pro-rates fees. When you register the month in which you register becomes your annual re-registration date.

Units have the option to pay for members and must approve members to continue in the unit.

Settings - My Scouting

my.scouting.org/SAFEA99B-AESB-44E1-8F4Z-8CBF7DF0A441/organization-manager/settings?orgNavPath=FE128D8E-1845-4771-B088-5DD8081A5A6D

 Pack 3645

Governance Manager

- Settings
- Unit Pin
- Unit Dashboard
- Roster
- Position Manager
- Reports

Settings

Please be aware that as of July 1, 2020, online applications may only be paid by debit or credit card.

Membership Application Approval

Select who has the ability to accept (approve) applications for your unit. Note: this applies only to adult applications

- Chartered Org Representative Approval Required
- Committee Chair Recommendation and Chartered Org Representative Approval Required

Youth Applications

- Automatically Accept Youth Applications to this Unit.

Adult Applications

* This option was set by the council. It may not be changed for this unit.

- [View, Edit & Customize...](#)

Auto Approve Renewals

- Allow auto approve renewals 

Renewal Payment

- Unit will pay for renewal applications 

Types of Youth Applicants This Pack Accepts

- Girl Only
- Boys Only
- Both Boys and Girls

Email Settings

Fee Emails

- Include Fees/Fee Explanations



Home - My Scouting

my.scouting.org/home

my.Scouting | Organization Manager

Welcome, Jake Straub



Jake Straub
Member ID: 9840979
Registration Expiration Date: 12/31/2024

 My Profile	 My Account	 My Application
 My Training	 Manage Member ID	 BSA Web Links



Click logo to take Youth Protection in English or Spanish



#ADVENTUREON!
2023 RECRUITMENT RESOURCES



myScouting | My Applications

MEMBERSHIPS TRANSFER / MULTIPLE APPLICATIONS MY APPLICATIONS MY RENEWALS

MEMBERSHIPS UPDATE CREDIT CARD

Only memberships added or renewed since August 2023 will display here (functional positions excluded). To view a list of all your positions, select My Profile.

Personal Information	Expiration Date	Renewal Status
Jake Straub District Director Shoreline 07	31 December 2024	Inactive Auto Renewal - Pending Credit Card
		OPT OUT AUTO RENEWAL
Jake Straub District Director Ojibway 15	31 December 2024	Inactive Auto Renewal - Pending Credit Card
		OPT OUT AUTO RENEWAL
Jake Straub District Director Heartland 19	31 December 2024	Inactive Auto Renewal - Pending Credit Card
		OPT OUT AUTO RENEWAL



ADDITIONAL TOOLS

There are more tools to manage your Unit like the brand new “Unit Dashboard”

There are numerous reports you can run so you know every detail about your Unit

You can explore the training manager to help remind your leaders to stay up to date on YPT and complete training for their position



HELPFUL TRICKS AND TIPS

Only the COR and COR delegate have access to move positions – even your DE and Registrar can not move or approve adults without a COR

You must always have **one** and only one Unit Leader, Committee Chair, and COR – if you are unsure, please check with your DE

If you are already a Key 3 member you do not need Key 3 delegate access



Questions?

5.

OTHER TOOLS

Additional tools in my.scouting.org, innovative ways to use them, and resources outside of my.scouting.org

| Google Drive | Invitation Manager |

HOW TO USE THE INVITATION MANAGER FOR A JSN

1.

You can use the invitation manager to digitally sign in for your Join Scouts Night or Troop Open House

2.

From the invitation manager, you can send your new prospective families an application

3.

Your Unit should assign a membership chair to manage the invitation leads

4.

Their invitation leads will show up in the invitation manager like normal

Regional YPN Luncheon at the ... MYPro (Midland Young Profes... Invitation - My Scouting

my-scouting.org/D705878B-25B7-421F-A97F-D953178CB3B2/membership-manager/invitation?selectedOrg=96B7D600-BB47-4E14-B8A9-7B1948F5FE0F&org...

my.Scouting | Membership Manager Welcome, Jake Straub

Pack 3785 Lions Club of Coleman

Pack 3785 Lions Club of Coleman SELECT ORG LEVEL

Last updated at: 07/05/2023 07:10:15 PM RELOAD

0 New Leads Last 30 days

0 Opened Leads Last 30 days

+ New Lead

Membership Manager

- Application
- Invitation
- Reports
- Bulk Upload

Status Summary

0 New	VIEW
0 Opened	VIEW
1 Pending Reassignment	VIEW
0 Invitation Sent	VIEW
0 Closed	VIEW
0 Completed	VIEW

Active Leads by Source

- Requests submitted through BeAScout
- Manually entered: Joining Night
- Manually entered: Individual Referral
- Manually entered: Other Source

Invitation QR - Pack 3785

Invitation Link - Pack 3785

Regional YPN Luncheon at the E... x MYPros (Midland Young Profess... x Invitation - My Scouting x +

my.scouting.org/D70587BB-25B7-421F-A97F-D953178CB3B2/membership-manager/invitation?selectedOrg=96B7D600-BB47-4E14-B8A9-7B1948F5FE0F...

Menu

Pack 3785 Lions Club of C

Pack 3785

Application

invitation

Reports

Build Updates

Lead Source

Lead Source: [Lead Source]

Parent / Guardian / Volunteer Information

First Name: [First Name]

Last Name: [Last Name]

Suffix: [Choose Suffix]

Email Address: [Email]

Phone Number: [Phone Number]

Country: [USA]

Address Line 1: [Address Line 1]

Address Line 2: [Address Line 2]

City: [City]

State/Region: [Choose State/Region]

ZIP Code: [ZIP Code]

SAVE AND ADD ANOTHER SAVE SEND APPLICATION

SELECT ORG LEVEL

RELOAD

Copy URL

VIEW COLOR MATRIX

Welcome, Jake Strub

1

2

3

INVITATION MANAGER FOR THE JSN

PROS

Efficient

Can send applications
immediately

Names are easily legible

Mistakes are minimal

CONS

Must have a computer

Must have the ability to access
the internet

Not the fastest way to sign
people in

USING GOOGLE FORMS FOR JSN

If you are unable to use the invitation manager, or are more comfortable using Google's tools, you can do similar tasks in Google Forms

STEPS:

1. Create a form with basic contact information
2. That form exports into a google sheet for further manipulation
3. You can also take that link and turn it easily into a QR code for people to scan with their phone upon entering

MERGING ID NUMBERS/ACCOUNTS

- ▷ Each person has a unique BSA ID number that is tied to a my.scouting.org account
- ▷ Sometime more than one ID for a person is created, either by accident or through normal processes
- ▷ If you have even been a member of another council, you will have two ID numbers
- ▷ You may have created multiple ID numbers if you:
 - Forgot your my.scouting.org password
 - Apply to join another Unit as a “new” person rather than multiple or transfer
 - Have left and rejoined Scouting

Regional YPN Luncheon at the D... x MYPros (Midland Young Profess... x Invitation - My Scouting x 780-MCCBSA - MCC - Marketing x

my.scouting.org/D70587BB-25B7-421F-A97F-D953178CB3B2/membership-manager/invitation?selectedOrg=96B7D600-BB47-4E14-B8A9-7B194BF5FE0F&org...

Welcome, Jake Straub

my.Scouting | Membership Manager

Coleman

Pack 3785 Lions Club of Coleman

SELECT ORG LEVEL

Last updated at: 07/05/2023 07:10:15 PM

RELOAD

0 New Leads Last 30 days

0 Opened Leads Last 30 days

+ New Lead

Recent Tools

- Invitation Manager Michigan Crossroads 780
- Roster Michigan Crossroads 780
- Application Manager Michigan Crossroads 780
- Application Manager Shoreline 07
- Organization Manager Michigan Crossroads 780

Organization

National Council, BSA 000

Status Summary

0	New	VIEW
0	Opened	VIEW
1	Pending Reassignment	VIEW
0	Invitation Sent	VIEW
0	Closed	VIEW
0	Completed	VIEW

Active Leads by Source

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Invitation QR - Pack 3785

Invitation Link - Pack 3785

1

Please enter or select the council name in the drop down field. Then enter the Member ID associated to the council to add the Member ID. Setting or changing a Member ID to primary changes your role/permissions in my.Scouting requiring you to log out and log back in.

Manage Member ID

1 2 3

Member ID
[Redacted]

Council
Michigan Crossroads 780

PRIMARY



HOW CAN THE COUNCIL HELP

Your District Executive and even some more volunteers can help you with my.scouting.org in many ways

- ▷ If you or another person forgets or is locked out of their account, we can reset passwords
- ▷ If you accidentally created another account and ID number, we can merge them (if you are having trouble)
- ▷ Guide you through different steps along the way – If you have questions about systems or process, please ask!
- ▷ Reassign leads and applications
- ▷ Turn BeAScout Pins on and off

HELPFUL TRICKS AND TIPS

If you need help or are unsure of something please reach out to your DE – keep in mind not all professionals have the same level of access

When using a digital sign in sheet, it is important to send applications quickly

If you do a digital sign in please keep the following in mind:

- Do you need technology

- Do you have access to the internet or phone service

- Do you need to print a QR code before hand



Questions?

AUGUST JSN TRAINING

The Great Lakes Bay Region will be hosting an August Join Scout Night Training at the Auburn Office, Topics to include:

- Sample JSN

- Do's and Don'ts of Fall Recruitment

- Pick up your Yard Signs and Flyers!

Your local District or Field Team will also have a Fall Membership Kickoff near you!

THANK YOU