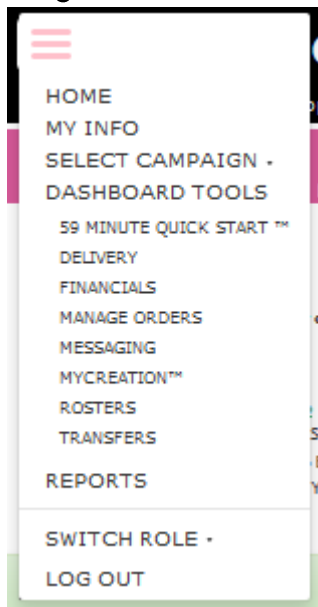




## **Overview**

***The UNIFY Troop Dashboard is a simple solution for troop volunteers to manage the Fall Product Program. Troop volunteers have all their tools in a single software to monitor, encourage and support each girl's business experience.***

## **Burger Menu**



***MY INFO - Location of troop user's contact details and login information to UNIFY. This is where troop users can change their passwords and update their contact information.***

***59 MINUTE QUICK START<sup>SM</sup> - Direct access to this amazing troop activity that develops people skills and is proven to help troops increase their year-over-year sales and girl participation.***

***DELIVERY - Access to view/print girl and troop product and girl reward delivery tickets. Contact information visible for Delivery Station Manager for troop product pick-up.***

***FINANCIALS - Financial transactions for the troop are recorded. Ability to add/edit troop banks or add/edit troop deposits based on permissions set by council.***

***MANAGE ORDERS - Add/edit product orders and girl rewards for each of the girls within the troop by the council deadlines. Direct shipped items and girl delivered items (if applicable) are automatically added to each girl's order. Manage girl payments to the troop and track each girl's balance due to the troop. Select "with" or "without" girl rewards or add girls based on permissions set by council.***

**MESSAGING** - Email one or more girls/parents within the troop. Also post notes that appear when the girl user logs into UNIFY.

**MYCREATION™** - Troop user can build their own MyCreation™ with all categories unlocked and the ability to earn (if applicable) their very own MyPatchCreation™ at the council set level.

**ROSTERS - Troop Tab** - Troop user can see all the troop volunteer users with accessibility to troop along with role designation. Ability to edit troop details and/or assign additional troop users based on permissions set by council.

**ROSTERS - Girl Tab** - Troop user can see all the girls within the troop. Ability to edit, add and/or delete girls based on permissions set by council.

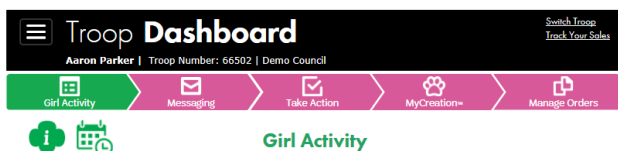
**TRANSFERS** - Troop user can transfer products between girls or between girls and the Troop Cupboard (if applicable) before the girl reward order is placed by council. Troop to troop transfer of products based on permissions set by council.

**REPORTS** - Access to troop and girl level reports.

**SWITCH ROLE** - Since all Dashboards are accessible from one email address, a user has the ability to switch between Dashboards. If the user has more than one troop, they can change between troops under this menu. If the user has one or more girls in Girl Scouting, they can also access the Girl Dashboard(s).

**TAKE ACTION PROJECT** - For troops with a Take Action project, identify the icon that best represents the project along with a vision statement and project description. Take Action projects for the entire council are visible on the Take Action Storyboard and a mention of the project is also included in girl emails going to friends and family.

**GIRL ACTIVITY**- See how each girl is participating online with visibility of their MyCreation™ avatars, online sales, use of online tools and online patch earning.



**Trefoil Icon**- Troops are able to view troop sale stats, messages from their Service Unit (or applicable name) Product Manager, view the nut order taker, access council program information, see online council trainings and view nutritional.

**Calendar Icon** - Troops see important upcoming girl and troop dates/deadlines.