



In a Nutshell

Sept. 19, 2018

Troop Fall Managers

Hello troop fall managers, the fall product program begins on Monday. The information below will help you and your Girl Scouts have a successful program. If your troop would like to participate in the fall product program, but you have not been trained, complete this [online training interest form](#) to get started right away!

If you are not the troop fall manager for your troop this year, please do not unsubscribe from this email. Contact [customer care](#) to remove you from the role in the membership system.

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UNIFY for TFMs

Welcome email

If you have submitted your Troop Fall Manager Agreement (online) you should have received your welcome email to UNIFY.

If you submitted your agreement and did not receive your welcome email follow the below steps to get started.

- Visit: <https://girlscouts.gspgao.com/GSSD>
- Enter your email address you submitted on the agreement
- Click **Get Help** and follow the instructions to reset your password

If you have not submitted your agreement you will receive your welcome email within 1-2 business days after you submit.

Please note, all data (first/last name, troop number, etc.) was uploaded using the information provided on the Troop Fall Manager Agreement. If you are assigned to the wrong troop, please contact [product program](#) immediately.

Getting started in UNIFY

Your handbook and the In a Nutshell email from [Tuesday, Sept. 11](#) has information about getting started in UNIFY. Need extra help? Click on the green information trefoil from your troop dashboard and select Program Info for online training videos to guide you through UNIFY.

Missing girls?

Only girls registered for the 2018-2019 membership year are uploaded into UNIFY. If you have a Girl Scout missing, ask their parent/guardian to ensure they are registered. If the girl is registered contact customercare@sdgirlscout.org to add them into the system.



Fall Product Program for Girls and Family

Getting started in UNIFY

Registered girls received their welcome email today. If families need assistance in UNIFY setting up their site please direct them to the **green information trefoil** from the Girl Dashboard. There they will find Program Info which includes online training videos that will guide them through setting up emails, creating their MyCreation, and more.

If they need additional assistance please direct them to call UNIFY Customer Support at 877-305-4146, available Monday-Friday, 6 a.m.-3 p.m. (PST).



Program Tip

Goal Setting

Girls set goals individually and with their troop, create a plan to reach them, and develop cooperation and team-building skills along the way.

Have your girl set an overall goal with the troop—identify what they would like to do with their proceeds and how many products are needed to meet those goals. Then have girls determine their personal goal to help the troop meet their overall goal.

Upcoming Dates

Wednesday, Sept. 19—UNIFY open for girls/families to set up sites.

Monday, Sept. 24—Fall Product Program begins; UNIFY open to send emails to customers.