

Troop Fall Product Program Manager : Fall Product 101

WELCOME to your FIRST Fall Product season! Use these resources to organize all the new information you will learn during your troop's first Fall Product season.

[Fall Product Program
Calendar](#)

[What's New with Fall
Product?](#)

[Troop Volunteer Fall Product
Manual](#)

Step 1: Be Product Program Ready This checklist contains the tasks required to participate in the Fall Product Program. Tasks include taking the mandatory gsLearn training and submitting necessary online forms that are required by Council. All forms are due to Council before the start of the program.

[How to Participate in the Fall Product Program:
Troop Checklist](#)

[How to Participate in the Fall Product Program:
Parent Checklist](#)

[Product Program Baking
Authorization Form
\(Troop/SU ACH\)](#)

[Product Program Manager
Agreement](#)

[Product Program Parent
Permission Form](#)

Step 2: Watch training videos Go to www.gshg.org, to access the Fall Product Program Training Playlist. These videos are extremely helpful and provide you with a proper breakdown of what M2 Media can do.

[Fall Product Program Training](#)

Step 3: Mark your calendar Make sure you are aware of all deadlines set throughout the Fall Product Program!

September 14th Volunteers have early access to their troop's M2 Media site once they have completed the requirements listed on the Troop Checklist.

For Volunteers: [Dashboard Tour](#)

[Product Program Parent Permission Form](#)

[How to Participate in the Fall Product
Program: Troop Checklist](#)

[Product Program Baking Authorization Form
\(Troop/SU ACH\)](#)

[How to Participate in the Fall Product
Program: Parent Checklist](#)

[Product Program Manager Agreement](#)

September 21st Start of the Fall Product Program! Girls now have access to their digital site and volunteers can begin the Parent Guardian Email Blast (PGEb) to remind parents/caregivers in their troop to register their Girl Scout for the Fall Product Program.

For Volunteers: [Launching Parent Adult
E-mail Campaign Emails](#)

For Participant: [Personalized Patch](#)

For Volunteers: [Your Personalized Patch](#)

For Participant: [Share My Site](#)

For Participant: [Creating Avatar](#)

For Participant: [Options for Contacting
Supporters](#)

For Participant: [Site Setup Instructions](#)

For Participant: [Sending E-mail](#)

For Participant: [Recording Voice
Message](#)

For Participant: [Tracking Progress & Girl
Dashboard](#)

October 7th Last day for volunteers to make changes to their delivery site. After this date, your Service Unit Product Program Manager has verified a date, time and location for product pick up at the end of the program. Use the M2 Media platform to schedule your troop's pickup.

For Volunteers: [Choosing Pick Up Time & Location](#)

October 25th Troops can begin entering paper order cards into M2 Media.

For Volunteer: [Entering Paper Order Card Items](#)

October 29th Deadline for troops to opt-out of rewards. Reminder that troops with majority Cadettes and older can opt out of rewards for additional proceeds.

For Volunteers: Reward Opt-Out

October 30th Deadline for parents and participants to enter their paper order card sales.

For Participants: [Entering Order Card Items](#)

November 1st Your Service Unit Product Program Manager will begin verifying that all troops have begun entering paper order card sales. Reminder that all deposits must be in your troop bank account by this date to close out your program!

For Volunteers: [Financials](#)

For Volunteers: [Delivery Tickets](#)

For Volunteers: [Reward Earners](#)

For Volunteer: [Entering Paper Order Card Items](#)

November 3rd Fall Product Program ends at midnight! Direct mailed products only will be available for customer purchase until this date. Service Unit Product Program Manager officially verify their product and reward orders to Council.

For Volunteer: [Entering Paper Order Card Items](#)

For Volunteers: [Reward Earners](#)

For Volunteers: [Delivery Tickets](#)

For Volunteers: [Financials](#)

November 8th ACH Drafts will appear in troop bank accounts.

For Volunteers: [Financials](#)

November 13th-15th Products delivered to Service Units. Remember that date you picked in October for troop pickup? Today's the day!

For Volunteers: [Reward Earners](#)

For Volunteers: [Delivery Tickets](#)

November 25th Girl Delivery and Customer Wrap-Up

For Volunteers: [Financials](#)

For Volunteers: [Reports](#)