

WELCOME TO E-COOKIES!



A how-to guide for Rangers



Ready to sell chocolatey mint cookies?

Girls and families can sell cookies this fall using the **e-cookies portal** by promoting their cookies pages to new customers, family and friends.

Cookies will be delivered directly to your customers. **Safe and easy!**



As a **Ranger**, you have two cookie selling options:

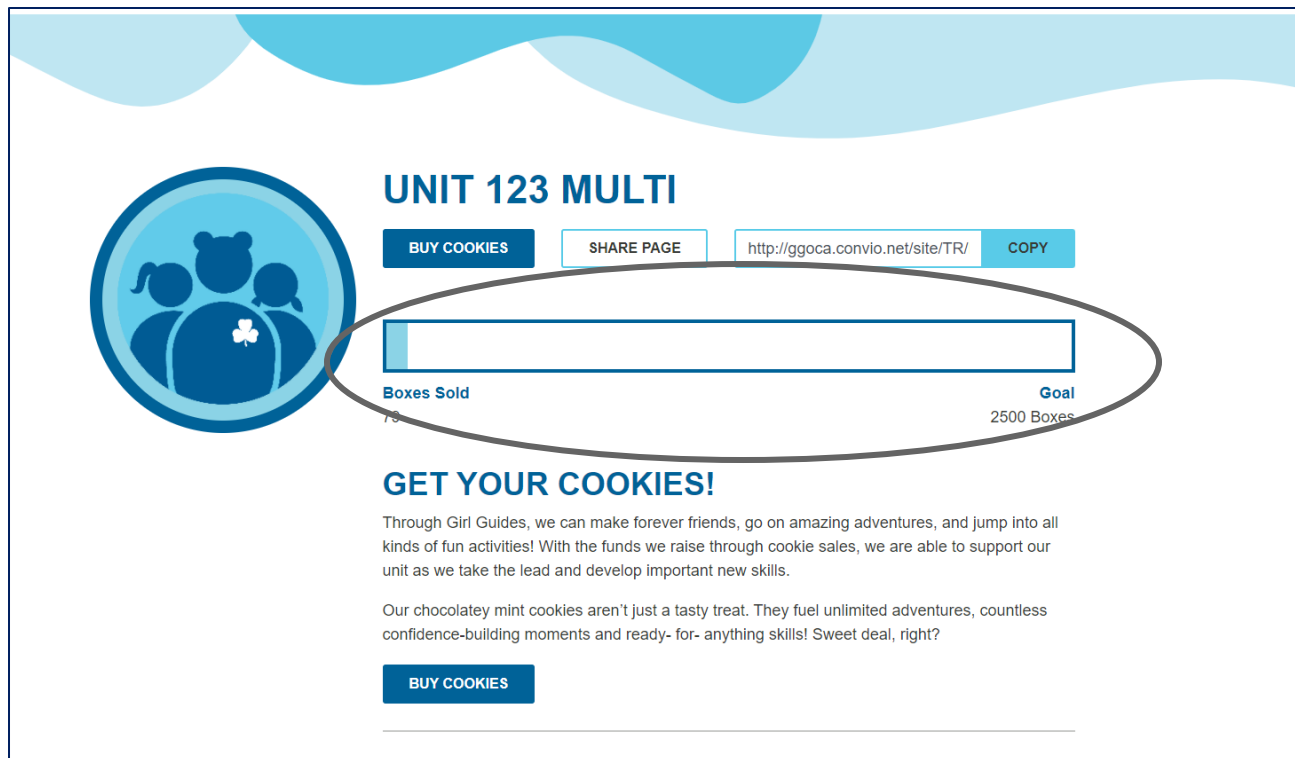
1. Work with your **unit team** to sell cookies.
2. **Create your own** cookie selling page!

Option 1:
Sell cookies with your unit team!



Step 1: Review your unit page

Your Guider will send you the **URL link** to your unit's cookie page. Check out your **cookie selling goal** and see how many boxes your unit has sold already!



UNIT 123 MULTI

[BUY COOKIES](#) [SHARE PAGE](#) <http://ggoca.convio.net/site/TR/> [COPY](#)

Boxes Sold 73 **Goal** 2500 Boxes

GET YOUR COOKIES!

Through Girl Guides, we can make forever friends, go on amazing adventures, and jump into all kinds of fun activities! With the funds we raise through cookie sales, we are able to support our unit as we take the lead and develop important new skills.

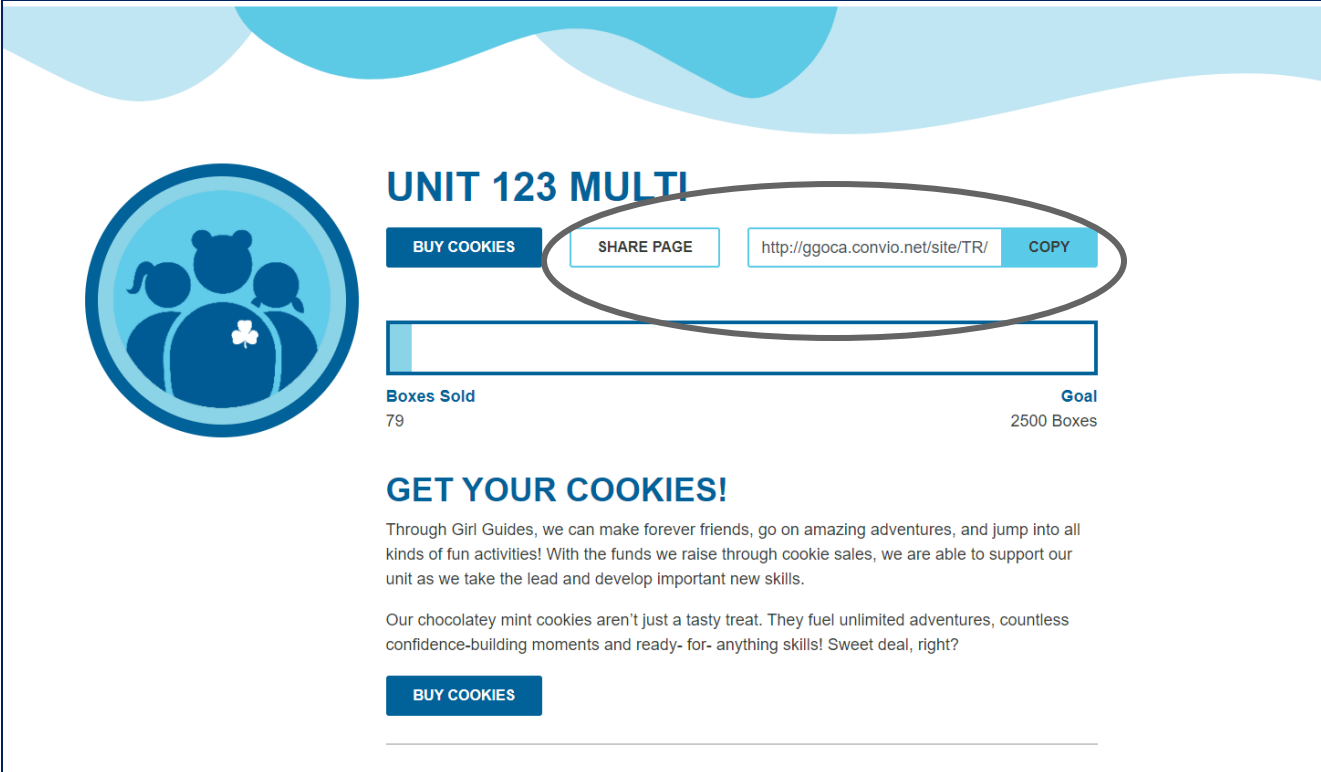
Our chocolatey mint cookies aren't just a tasty treat. They fuel unlimited adventures, countless confidence-building moments and ready-for-anything skills! Sweet deal, right?

[BUY COOKIES](#)



Step 2: Start selling cookies!

Share your unit page link through social media or **copy** the link and email it to family and friends.



UNIT 123 MULTI

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[BUY COOKIES](#)



Option 2:
Build your own cookie selling page!



Step 1: Request a personal page

- a) Complete the [Ranger Cookie Selling Activity Form](#) to confirm you would like to sell cookies through your own personal page
- b) You will receive the following details once the page has been created by our website administrators:
 - Link to the e-cookies portal
 - Username
 - Password
- c) Personalize your page with the instructions that follow. Check out [Resource Centre for Rangers](#) for creative cookie selling ideas and graphics!
- d) Once you create your page, you can start selling cookies! You'll be selling from your unit's allotment, so take a peek at your unit's page to learn your shared cookie selling goal.

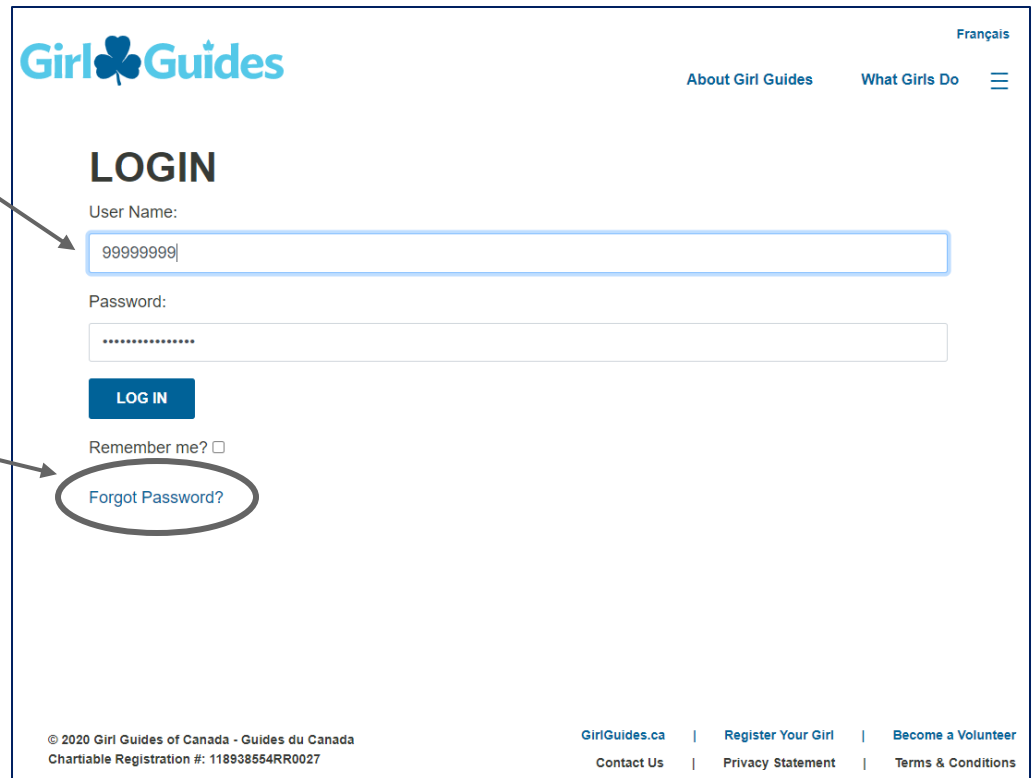


Step 2: Log in to the e-cookies portal

Log in to the portal using the username and password you received.

You can change your password by clicking the **Forgot Password?** link.

You will receive a reset password link by email - check your spam folder if you don't receive it!



The screenshot shows the Girl Guides login page. At the top left is the Girl Guides logo. At the top right are links for 'Français', 'About Girl Guides', and 'What Girls Do'. The main heading is 'LOGIN'. Below it are two input fields: 'User Name:' containing '99999999' and 'Password:' containing a masked password. A blue 'LOG IN' button is below the password field. Underneath is a 'Remember me?' checkbox. A 'Forgot Password?' link is circled in black. At the bottom, there is a footer with copyright information and links for 'GirlGuides.ca', 'Register Your Girl', 'Become a Volunteer', 'Contact Us', 'Privacy Statement', and 'Terms & Conditions'.

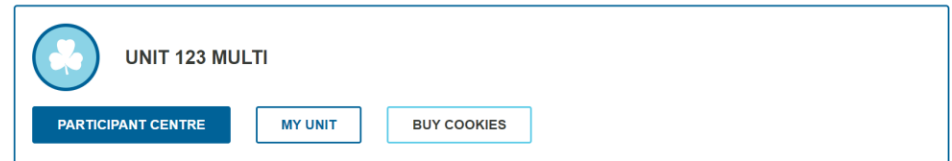


Step 3: Select a Participant Centre

You will have a unique Participant Centre for each unit you're part of.

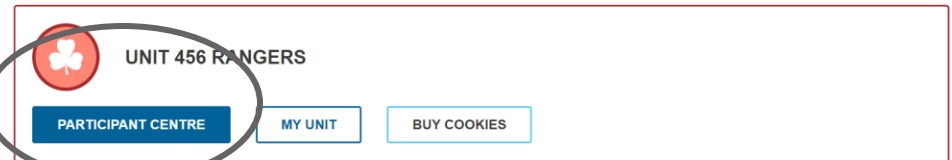
Select the Participant Centre you would like to review by clicking on the blue tab.

WELCOME BACK, JANE



UNIT 123 MULTI

PARTICIPANT CENTRE MY UNIT BUY COOKIES



UNIT 456 RANGERS

PARTICIPANT CENTRE MY UNIT BUY COOKIES

Tip: most Rangers will only have one unit, so they will only see one Participant Centre.



Step 4: Review your Participant Centre

Here's the information you'll find under the **unit tab**:

- a) # of boxes sold
- b) Easy **share button** to share the unit URL via social media
- c) Easy **copy button** to copy the unit page URL, if you need to paste it somewhere to share.

The screenshot shows the 'UNIT 123 MULTI' interface. A vertical red sidebar on the left contains a 'Home' icon and an 'Email' icon. The 'Email' icon is circled in red. The main content area displays '41 Boxes sold', a 'SHARE' button, a text input field containing 'http://ggoca.convio.net/site/', and a 'COPY LINK' button. Arrows point from the list items to these elements: from 'a)' to the '41 Boxes sold' box, from 'b)' to the 'SHARE' button, and from 'c)' to the 'COPY LINK' button. Below the sidebar, there is a blue banner that says 'Sell your cookies @Rangers!'. The 'Personal page' section includes a rich text editor with a toolbar (B, I, U, list, link, unlink) and a text area containing the text: 'Being a Girl Guide has helped my confidence and leadership skills grow. I've met so many new friends and learned a lot of new things. I've also had the chance to experiment, explore and get creative. I sell Girl Guide cookies because the money raised from cookie sales supports the amazing experiences that I get to have with my Ranger unit. Thanks to cookie sales, I experience fun, friendship and adventure through Girl Guides.' Below the text area are 'SAVE' and 'PREVIEW' buttons. The 'View page:' section shows the URL: 'http://ggoca.convio.net/site/TR/Events/General?px=1001762&pg=personal&fr_id=1071'. The 'Personal image' section has a 'RESOURCE CENTRE' button, 'SAVE' and 'REMOVE' buttons, and a file upload area with a 'Choose File' button and the text 'No file chosen'.



Step 5: Make your page unique

- a) Personalize your message – let everyone know what makes your unit special!
- b) Save or preview your changes
- c) Click your unit page URL to see the visitor view
- d) Change your unit photo using the approved images provided in the [Ranger Resource Centre](#) – only approved images can be posted!

Screenshot of the 'Personal page' editing interface. The interface includes a blue header with the text 'Sell your cookies @Rangers!'. Below this is a text editor with a toolbar containing icons for bold (B), italic (I), underline (U), list (≡), and link (I). The text area contains two paragraphs: 'Being a Girl Guide has helped my confidence and leadership skills grow. I've met so many new friends and learned a lot of new things. I've also had the chance to experiment, explore and get creative.' and 'I sell Girl Guide cookies because the money raised from cookie sales supports the amazing experiences that I get to have with my Ranger unit. Thanks to cookie sales, I experience fun, friendship and adventure through Girl Guides.' Below the text editor are two buttons: 'SAVE' and 'PREVIEW'. Underneath these is a 'View page:' section with a URL: http://ggoca.convio.net/site/TR/Events/General?px=1001762&pg=personal&fr_id=1071. At the bottom is a 'Personal image' section with a 'RESOURCE CENTRE' button, a 'SAVE' button, and a 'REMOVE' button. Below these is a 'Choose File' button and the text 'No file chosen'. Arrows from the list on the left point to the text editor, the 'SAVE' button, the 'View page:' URL, and the 'RESOURCE CENTRE' button.



Step 6: Sell your cookies!

Here's the information you'll find under the **email tab**:

- Click the **Compose Email** tab
- Enter recipient email addresses in the "To" bar
- Select an email template to make sending emails extra easy!
- Track supporters who still need a thank you email
- Save your message to drafts and come back later or preview your message and send

The screenshot shows the 'UNIT 123 MULTI' email interface. At the top right, there is a link for '← RETURN TO DASHBOARD'. On the left, a vertical navigation bar contains 'Home' and 'Email' (the latter is circled in red). The main content area is divided into two columns. The left column contains a 'COMPOSE EMAIL' button and a list of categories: 'SAVED MESSAGES' (1), 'SENT MESSAGES' (0), 'ALL CONTACTS' (14), 'UNTHANKED SUPPORTERS' (7), and 'UNIT MEMBERS' (2). The right column is the email composition form, featuring a 'TO' field, a 'Select a template' dropdown, a 'Subject' field, a rich text editor with a toolbar (Normal, Bold, Italic, Underline, Bulleted List, Numbered List, Link), and two stationery options: 'Basic Stationery' (with a photo of three people) and 'Blank Stationery' (with a 'No image available' placeholder). At the bottom of the form are 'PREVIEW & SEND' and 'SAVE' buttons. Arrows from the list on the left point to the 'Email' tab, the 'COMPOSE EMAIL' button, the 'TO' field, the 'Select a template' dropdown, and the 'PREVIEW & SEND' button.



Check out what your customers will see when they buy cookies to support your unit!



Customers click “BUY COOKIES”



When customers visit your page, they’ll also learn about Girl Guides and all the amazing things your unit is up to.



JANE TESTTESTTEST

BUY COOKIES

SHARE PAGE

<https://secure.girlguides.ca/site>

COPY

0

Boxes Sold

IT'S COOKIE TIME!

Andrew Test Test Test Being a Girl Guide has helped my confidence and leadership skills grow. I've met so many new friends and learned a lot of new things. I've also had the chance to experiment, explore and get creative.

I sell Girl Guide cookies because the money raised from cookie sales supports the amazing experiences that I get to have with my Ranger unit. Thanks to cookie sales, I experience fun, friendship and adventure through Girl Guides.



BUY COOKIES

Girl Guides of Canada empowers every girl in Guiding to discover herself and be everything she wants to be. In Guiding, girls from 5-17 meet with girls their own age in a safe, inclusive space to explore what matters to them. Girl Guides is where girls take the lead, put their ideas into action and jump into awesome activities – all with the support of volunteers who are committed to positively impacting their lives.

Customers select # boxes and checkout



Cookies orders (four or more boxes) will be delivered directly to your customer's door.

Français
About Girl Guides What Girls Do 

You are shopping on behalf of 123 Test Unit

CHOCOLATEY MINT COOKIES

A crunchy, chocolatey biscuit with a cool mint filling, all covered in a chocolatey coating.

275g box (22 cookies). 12 boxes per case. Produced in a peanut-free bakery.

Price: \$5 per box

*Quantity:

ADD TO CART AND CHECKOUT

Develop your leadership skills

Selling cookies online gives you new opportunities to take the lead and develop your skills in teamwork, advocacy, entrepreneurship, personal finance and using digital tools.

Ready to get started?

Check out the [Introducing... e-cookies! Instant Meeting](#) to learn about selling cookies online and boost the skills you'll need to make cookie selling a success!





Thank you, Rangers.

This is GGC's **first time** selling cookies online so let us know how it goes! We want to make sure our cookie campaign is a **huge success**. Good luck!

Girl  Guides