



## 2018 Fall Product Program Readiness Checklist

### Is your Troop ready to participate?

**Is your troop registered?**

- ★ If not, what are you waiting for? Go to GirlScoutsNorCal.org and click on 'Join Today'.

**Click here: <https://www.gsnorcal.org/en/join-us/become-a-girl-scout.html>**

**Do you have a Troop bank account?**

- ★ If not, go to GirlScoutsNorCal.org and click on 'Forms' at the top. Click on the link for 'NorCal Troop Bank Account Creation Packet' to get started.

**Click here: [https://www.gsnorcal.org/content/dam/girlscouts-gsnorcal/documents/volunteer\\_resources/finance/troop-bank-account-creation-packet.pdf](https://www.gsnorcal.org/content/dam/girlscouts-gsnorcal/documents/volunteer_resources/finance/troop-bank-account-creation-packet.pdf)**

**Do you have a Troop Fall Product Manager?**

- ★ If not, hold a parent meeting to tell parents about the business skills the girls will learn while doing the fall sale as well as how the troop and council will earn proceeds. Ask all the parents to help the troop in some capacity during the fall sale, cookie sale, and at troop meetings.

**Is your Fall Product Manager registered and screened?**

- ★ If not, go to GirlScoutsNorCal.org and click on 'Volunteer Now' and then click 'Get Started'.

**Click here: <https://www.gsnorcal.org/en/join-us/become-a-volunteer/join-as-a-volunteer.html>**

**Has your Fall Product manager taken the online training course?**

- ★ If not, check it out at GSNorCal.org and click on 'Training' at the top then follow the instructions to login or for 'New Users'.

**Click here: <https://training.gsnorcal.org/login/index.php>**

**Troop Fall Product Managers must review and sign the Troop Fall Product Manager Job description.**

- ★ This form is available from your SU Fall Product Manager or online. **Give a copy to your SU FP Manager to gain access to M2** (the new online vendor and ordering system.)

**Click Here: [https://www.gsnorcal.org/content/dam/girlscouts-gsnorcal/documents/volunteer\\_resources/position-descriptions/troop/troop-fall-product-program-manager.pdf](https://www.gsnorcal.org/content/dam/girlscouts-gsnorcal/documents/volunteer_resources/position-descriptions/troop/troop-fall-product-program-manager.pdf)**