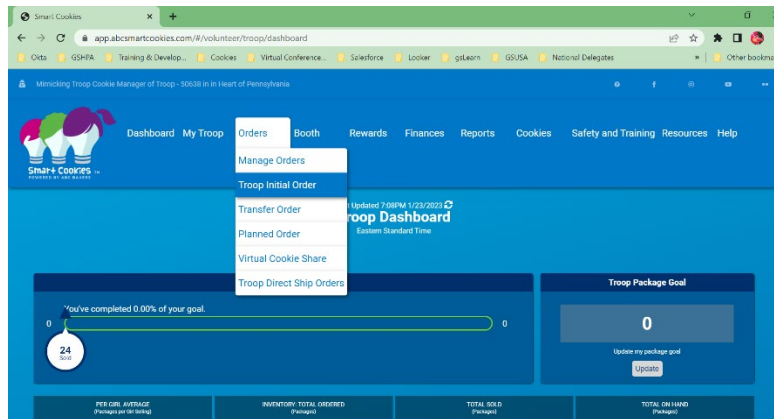
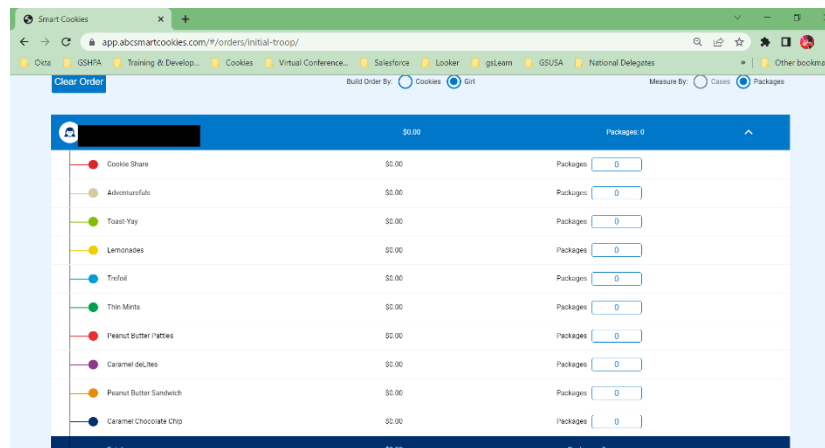


Initial Order Entry in Smart Cookies

1. From the Troop Dashboard, Click on Orders, Troop Initial Order



2. Click the down arrow for each *Girl* to show cookie varieties. Input amount of packages. Best practice: Click Save after each *Girl*.



3. TCC's can order packages for Cookie Booths by clicking on the down arrow for *Booth*.
4. The *Extra* line will automatically populate how many packages *Girls* have leftover in a case. For example, if a *Girl* sold 11 packages of Thin Mints, the Thin Mint line will have a 1 since there are 12 packages per case.