

### Girl Delivery Orders Placed Through Digital Cookies

Girl delivery orders that have been placed through Digital Cookies should automatically transfer over to Smart Cookies. It will tell the girls who are putting their initial orders on Digital Cookies to their troop to NOT add the girl delivery cookies.

**\*\*NOTE:** if a girl delivery order is placed close to the due date, it might not transfer over. Currently, I am seeing orders placed on 1/9 having started to transfer over. Hopefully, by the time troops put in their initial order these orders will have all been transferred.\*\*

This is in Smart Cookies and what a troop will see when on their initial order tab. The column that has Inv. Pkgs. is for the girl's initial order. This can be entered manually by the troop or the girl can enter her initial order on Digital Cookies and submit it to the troop. The column for Pre Sale Pkgs is from girls Girl Delivery Orders and any Donation Orders for Cookie Share. This number should match what the girl has as girl delivery orders. If it doesn't, the orders that haven't been included need to be added into the girl's initial order.

|                        | \$0.00        | Inv. Pkgs: 232   | \$0.00        | Pre Sale Pkgs: 5       | \$0.00        | Total Pkgs: 237 ^    |
|------------------------|---------------|--|---------------|------------------------|---------------|----------------------|
| Cookie Share           | \$130.00      | Inv. Pkgs <input style="width: 40px; text-align: center;" type="text" value="26"/> | \$0.00        | Pre Sale Pkgs <b>0</b> | \$130.00      | Total Pkgs <b>26</b> |
| Adventurefuls          | \$45.00       | Inv. Pkgs <input style="width: 40px; text-align: center;" type="text" value="9"/>  | \$5.00        | Pre Sale Pkgs <b>1</b> | \$50.00       | Total Pkgs <b>10</b> |
| Toast-Yay              | \$35.00       | Inv. Pkgs <input style="width: 40px; text-align: center;" type="text" value="7"/>  | \$0.00        | Pre Sale Pkgs <b>0</b> | \$35.00       | Total Pkgs <b>7</b>  |
| Lemonades              | \$115.00      | Inv. Pkgs <input style="width: 40px; text-align: center;" type="text" value="23"/> | \$5.00        | Pre Sale Pkgs <b>1</b> | \$120.00      | Total Pkgs <b>24</b> |
| Trefoil                | \$60.00       | Inv. Pkgs <input style="width: 40px; text-align: center;" type="text" value="12"/> | \$0.00        | Pre Sale Pkgs <b>0</b> | \$60.00       | Total Pkgs <b>12</b> |
| Thin Mints             | \$325.00      | Inv. Pkgs <input style="width: 40px; text-align: center;" type="text" value="65"/> | \$0.00        | Pre Sale Pkgs <b>0</b> | \$325.00      | Total Pkgs <b>65</b> |
| Peanut Butter Patties  | \$215.00      | Inv. Pkgs <input style="width: 40px; text-align: center;" type="text" value="43"/> | \$10.00       | Pre Sale Pkgs <b>2</b> | \$225.00      | Total Pkgs <b>45</b> |
| Caramel deLites        | \$125.00      | Inv. Pkgs <input style="width: 40px; text-align: center;" type="text" value="25"/> | \$0.00        | Pre Sale Pkgs <b>0</b> | \$125.00      | Total Pkgs <b>25</b> |
| Peanut Butter Sandwich | \$110.00      | Inv. Pkgs <input style="width: 40px; text-align: center;" type="text" value="22"/> | \$5.00        | Pre Sale Pkgs <b>1</b> | \$115.00      | Total Pkgs <b>23</b> |
| <b>Total</b>           | <b>\$0.00</b> | <b>232</b>   | <b>\$0.00</b> | <b>5</b>               | <b>\$0.00</b> | <b>237</b>           |

This is in Digital Cookies on the Troop account. If you want to view a girl's Girl Delivery Orders, you would go to the Orders tab and type her name in the Girl/Parent column. This will pull her In Person Delivery, Shipped, and Donations. You can click on the order number to see the details. I would just add how many girl delivery orders she has by the money total. For example, this one below has \$75.00 for girl delivery. That would be 15 packages of cookies. So, when I look at her Pre Sale Pkgs in Smart Cookies, I should see a total of 15.

Dashboard Orders My Troop My Troop Orders Cheers Virtual Booths

**ORDERS**

Search for  Orders (i)

Order #

Date Range  to

Order Status

Payment Status

**Customer Information**

First Name

Last Name

Phone

Email

**Girl/Parent**

Girl First Name

Girl Last Name

GSUSA ID

Site URL

Parent Email

**Organization**

Council Name

Council Code

SU Name

SU ID

Troop #

Orders Pending Validation  See List

**Search**

[Export to Excel](#)

| Order #                  | Order Date     | Order Type         | Customer Name | Total   | Order Status | Payment Status   | Girl Name | Council Name | Troop #  | Bake     |
|--------------------------|----------------|--------------------|---------------|---------|--------------|------------------|-----------|--------------|----------|----------|
| <a href="#">82352253</a> | 01/09/24 10:28 | In-Person Delivery | REDACTED      | \$30.00 | Processing   | Payment Captured | REDACTED  | REDACTED     | REDACTED | REDACTED |
| <a href="#">81534668</a> | 01/05/24 11:55 | In-Person Delivery | REDACTED      | \$25.00 | Processing   | Payment Captured | REDACTED  | REDACTED     | REDACTED | REDACTED |
| <a href="#">81149178</a> | 01/01/24 13:00 | Shipped            | REDACTED      | \$39.99 | Completed    | Payment Captured | REDACTED  | REDACTED     | REDACTED | REDACTED |
| <a href="#">81126108</a> | 12/31/23 11:44 | In-Person Delivery | REDACTED      | \$20.00 | Processing   | Payment Captured | REDACTED  | REDACTED     | REDACTED | REDACTED |

If I click on the Order Number, it will show me the details of the order. I can see on this one that the Baker Status is set at Order Sent and the IO Status is Added. That means that the Girl Delivery Order went through and was added to the girl's initial order.

Dashboard Orders My Troop My Troop Orders Cheers

[<< search](#)

### Order Details

|                  |                       |                  |                                   |                        |
|------------------|-----------------------|------------------|-----------------------------------|------------------------|
| Order Number:    | 81534668              | Payment Status:  | Payment Captured                  | <a href="#">Refund</a> |
| Order Date:      | 1/5/2024 11:55 AM CST | Delivery Status: | Not Delivered                     |                        |
| Order Type:      | In-Person Delivery    | Baker:           | ABC                               |                        |
| Order Status:    | Processing            | Baker Status:    | Order Sent - 1/9/2024 7:07 PM CST |                        |
| If Not Approved: | Cancel Order          | IO Status:       | Added - 1/9/2024 7:07 PM CST      |                        |

If I click on the order details and see that the Baker Status is Pending and the IO Status in Not Added, then you know that it has not been added to the girl's initial order in Smart Cookies.

[<< search](#)

## Order Details

|                  |                       |                  |                  |
|------------------|-----------------------|------------------|------------------|
| Order Number:    | 82352253              | Payment Status:  | Payment Captured |
| Order Date:      | 1/9/2024 10:28 AM CST | Delivery Status: | Not Delivered    |
| Order Type:      | In-Person Delivery    | Baker:           | ABC              |
| Order Status:    | Processing            | Baker Status:    | Pending          |
| If Not Approved: | Cancel Order          | IO Status:       | Not Added to IO  |

[Refund](#)

This is what girls see in their Digital Cookie account. If they want to see if their Girl Delivery Order has gone through, they will go to Orders and scroll down to Orders to Deliver. This shows the orders and will have a green check mark if the order has been put on the Initial Order in Smart Cookies. Girls can click on Select all and Export Orders to see the list of their order details.

Initial

Home Badges Learning Site Setup Customers **Orders** My Rewards My Cookies Cheers

There are no orders to approve at this time.

[Need Help?](#)

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**8 Orders to deliver**  
Click on a name to mark when the cookies were delivered. ⓘ

Select all   **Order Delivered**   Export Orders   Show 5 Items ▾

|                          | Cookie pkgs | Deliver to | Delivery Address | Order Date | Initial Order ⓘ |
|--------------------------|-------------|------------|------------------|------------|-----------------|
| <input type="checkbox"/> | 82352253    | 6          | [REDACTED]       | 1/9/2024   |                 |
| <input type="checkbox"/> | 80599920    | 12         | [REDACTED]       | 12/6/2023  | ✓               |