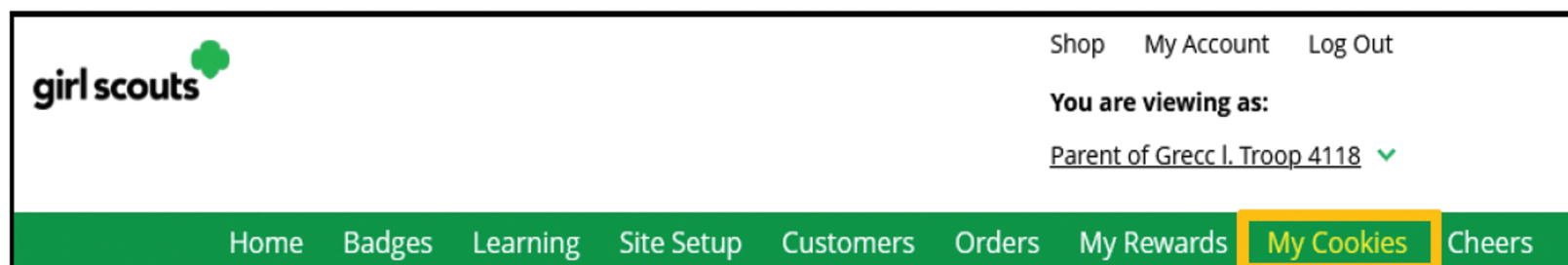


Digital Cookie Initial Order Entry

Initial Order is January 1 - January 25, 2026

Parents/caregivers will enter their Girl Scout's Initial Order into their Digital Cookie account before the troop submits their order.



Step 1: Enter the Initial Order

Select the "My Cookies" tab. Enter the cookies your Girl Scout needs to fill the orders taken on their paper order card. Do NOT include any girl-delivery orders paid online during the Initial Order. Those are already ordered for you.

The screenshot shows the 'Emma's Cookies' initial order entry form. At the top left is a '< Back to Dashboard' link and a 'My Cookies help' dropdown. The title 'Emma's Cookies' is in a green bar. Below is the heading 'Enter Your Offline Initial Order:' followed by instructions: 'Using your paper order card, enter the number of cookie packages you are requesting from the troop. Do not enter the packages from your approved Digital Cookie in-person delivery orders. Those packages are automatically included in your Initial Order.' The form contains a grid of cookie packages with quantity input fields:

Cookie Package	Quantity
Adventurefuls®	0
Lemon-Ups®	0
Trefoils®	0
Do-si-dos®	0
Samoas®	12
Tagalongs®	8
Thin Mints®	5
Girl Scout S'mores®	0
Toffee-tastic®	0
Donate Cookies	0

Summary:

- Total packages entered (updates after saving): 25
- Digital Cookie in-person delivery packages: 10
- Total packages in your Initial Order: 35

Buttons: Cancel, Save Updates, Submit to Troop Volunteer (green)

Message: Initial Order not yet sent to your troop volunteer. Please finalize and send this information before the Initial Order Date.

Girl delivery orders already included.

Due date Initial Order needs to be submitted by. Confirm this with your troop.

Click "Submit to Troop Volunteer" before due date.

You can update and save your Initial Order as often as you wish prior to 1/25/2026. You will need to submit the order to your troop volunteer on or before 1/25/2026.

Step 2: Submit your Girl Scout's order

Once you have confirmed your order is complete, click the green Submit to Troop Volunteer button. This must be done before the troop submits the order for the troop. Once complete you will be able to view the order, but cannot add or edit the information. *This process is for the Initial Order only. Consult your troop leader for additional orders after the Initial Order.*