

How To Log In To The Troop Link

In Digital Cookie there is a Troop Link that troops can use at booths to accept payment for cookies from customers via credit card, making use of the Take-A-Payment feature, and to print out doorhangers or business cards with the Troop Link URL or QR code.

Here we will show you how to log in to the Troop Link to access each of these features – which is the same as each of your Girl Scouts can do in their own storefronts.

From the gsdigitalcookie.com/gsgla link, select **Login** from the Girls and Parents/Adults side of the screen using these credentials:

Login email/username: GLATroopXXXXX@trooplink.com

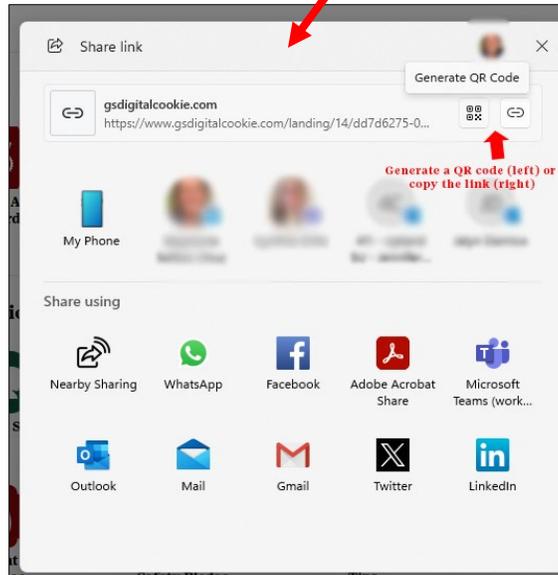
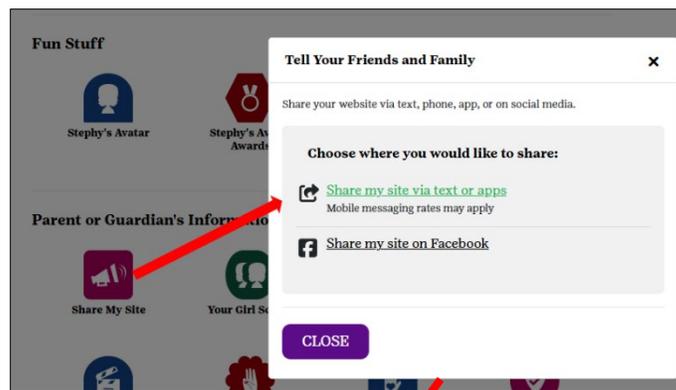
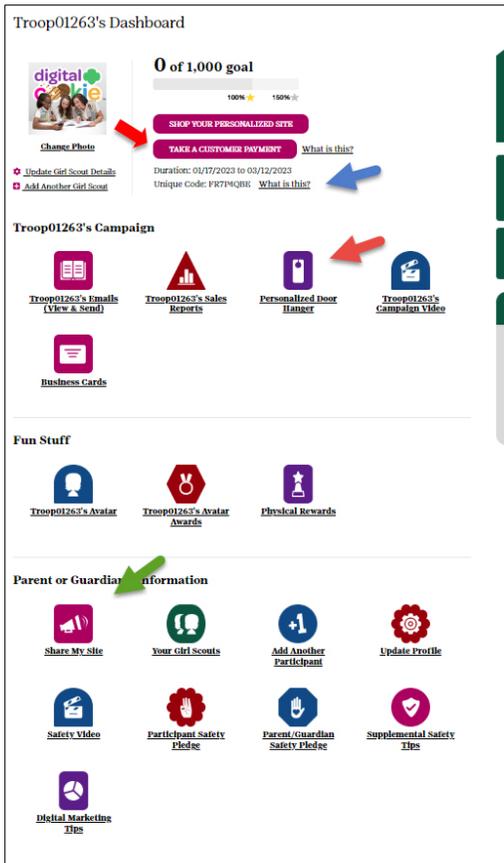
Password: *password provided in the email you received on February 7*

The Xs represent your troop number – for example, if your troop number is 00123 then your login ID/username is GLATroop00123.



Once logged in, you will see the Troop Link's dashboard (see sample on the next page). At the top is the Take A Customer Payment link. Below the Take A Customer Payment button is a Unique Code that can be used along with the generic URL <http://www.gsdigitalcookie.com/code> (when a customer uses this link, it will prompt them for the code).

You can also share a direct link to the Troop Link storefront, by either creating a QR code or sharing the link on social media – following all the same guidelines we ask of the Girl Scouts in your troop (see the *Cookie Family Guide*).



On the dashboard, you will also find a Personalized Door Hanger and Business Cards (which also include the Unique Code).

