Tracking Sales

Each troop in GSGLA will use M2OS as its product program management system. All transactions must be done through M2OS to ensure accurate and real-time data and eliminate the reconciliation process.

Troops will enter:
1. Bank information if it is not included in the council upload.
2. Orders by Girl Scouts (if the parents/caregivers don't enter the orders) and additional troop product, as applicable.
3. Girl Scout product assignments and in-person Gift of Caring sales, as applicable.

Troops enter transfers of product in M2OS
- The troop that gives the product will be responsible for completing the receipt and making sure both the giving and receiving troops have copies of the transaction.
- Both troops should retain their receipts for reconciliation purposes.
- The "giving" troop enters the transaction in M2OS. Troops that accept product should confirm the quantity entered in M2OS, but no entry is required. Any discrepancies should be resolved immediately.
- Troops who transfer products outside of their service unit must notify their Service unit Fall Product Chair (SUFPC), who will complete the transfer in M2OS on their behalf.

Parents/Caregivers Enter Girl Scout Orders

Parents/caregivers should enter their Girl Scout's nut order card orders by clicking on the "Paper Order Entry" link. You also have the option of asking families not to enter the orders and doing the data entry yourself as TFPC. If parents/caregivers enter the orders, you still collect copies of the order cards and review/reconcile the orders in M2OS; **just make sure not to double-enter the orders**. Choose what works for you and your troop!