Volunteer Systems “Spring Cleaning” Check List

Help us to ensure your Information is correct for our migration from eBiz to Volunteer Systems. Contact the helpdesk at helpdesk@gsle.org with any corrections to the member or troop records.

If you are a Parent with an eBiz login:

- Check/correct spelling of name
- Check/correct school name
- Check/correct emails
- Check/correct birth dates
- Check/correct grades (should be grade just completed)
- Check/correct addresses and phone numbers
- Check/correct guardianships (make sure you have all children associated with you)

For parents without an eBiz login, email helpdesk@gsle.org and one will be created.

If you are a Troop Leader:

- Check/correct troop information, i.e. location name, date, time etc.
- Check/correct program age level, i.e. Daisy, Brownie, Junior, etc. (should be level just completed)
- Check/correct any registration issues
- Check/correct the number of girls/adults in the troop
- Verify member addresses/phone numbers
- Verify emails
- Verify grades/birth dates
- Verify guardianship

For a troop leader without an eBiz login, email helpdesk@gsle.org and one will be created.