2025 Fall Product Program Troop Guide

BRAVE. FIERCE. FUN!

What is the Fall Product Program?

This program is an integral part of a Girl Scout's journey toward leadership. Learning and developing the five skills:

Business Ethics   **Decision Making**   **Goal Setting**   **Money Management**   **People Skills**

The Fall Product Program is an easy, fun way to earn startup funds for your troop activities at the beginning of the Girl Scout year - don't miss out on all the fun!

Checklist:

✓ Complete your Troop Fall Product Manager Agreement.

✓ Follow the link sent to your email address to access the M2OS site.

(If you haven't received an email, and you filled out the Troop Fall Product Manager Agreement, contact your Service Unit Fall Product Manager or productsales@gsle.org.)

✓ Complete M2OS system training.

✓ Create your volunteer Avatar!

✓ Send access emails to the girls in your Troop.

Important Dates

9.19 Campaign Start Date

10.19 Paper Order Entry Due to Troop

10.21 Troop Lockout

10.23 Campaign End Date

10.23 Last Day for Girls to Make Reward Choices

10.29 ACH Sweep

11.10-11.13 Service Unit Deliveries

Important Contacts

M2 Support

support.gsnutsandmags.com

1-800-372-8520

Product Program Team

Product Program and Retail Senior Manager

Meredith Bennett

504-733-8220 Ext. 4252

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Product Program Specialist

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Rewards

In the fall, girls and leaders who create M2 avatars and meet the criteria below will earn a patch with their very own virtual likeness on it!

Girls: Create your avatar, send 20+ emails, use the "Share My Site" function in the M2 system, and reach $375+ in total sales.

Volunteers: Create your avatar, and reach $1500 in total Troop sales, and send the Parent Guardian Email Blast!

♣ Check out the back of your nut/candy order card to see all the great rewards you can earn this season!

♣ When you register online, you can track your progress and select rewards as you earn them!

Girl Scout Cookie Crossover Patch

♣ Create your avatar in the fall & send 20+ emails

♣ Use the "Share My Site" function in the M2 system

♣ Sell 275+ packages of cookies during the 2026 Girl Scout Cookie Program

Participation Options

	Money Collection	Delivery to Customers	Troop Proceeds
In-Person	• Girls collect money from customers • Family/Troop enters orders into M2OS by the appropriate deadline • Girls turn in money to Troop	Delivered by girls to customers	15% of total sales
Online Direct-Ship	• Girls create their personalized storefront in M2OS and send emails to friends and family • Customers pay online, including the cost of shipping • Orders are automatically credited to the girl in M2OS	Shipped directly to the customer *(1-2 weeks standard delivery timeframe after order processing. Customers will have option for expedited shipping)*	15% of total sales
Online Girl-Delivered	• Girls create their personalized storefront in M2OS and send emails to friends and family • Customers pay online for girl delivery • Orders are automatically credited to the girl in M2OS	Delivered by girls to customers	15% of total sales
Magazines, Tumblers, BarkBox	• Girls create their personalized storefront in M2OS and send emails to friends and family • Customer pay online • Orders are automatically credited to the girl in M2OS	Shipped directly to the customer *(6-8 weeks standard delivery timeframe after order processing)*	15% of total sales

Care to Share Program

The Care to Share Program is a great way for customers to give back to the community! Girls collect donations (in $7 increments) and Girl Scouts Louisiana East takes care of delivering the product! Each donation is credited to the girl's sales and the Troop receives 15% of the sale in Troop proceeds per donation sold. Girls earn the Care to Share patch by receiving 5 or more donations. Girl Scouts Louisiana East will be making a donation of product to Blue Star Mothers.

Volunteer M2OS Access - In Depth

Volunteers will receive an email invitation from M2 that explains how to access the site and get started. If you have not received an email invitation to access the M2OS site by September 15, please visit www.gsnutsandmags.com/admin and select "Forgot Password." If you need further assistance, please contact your SU Product Manager, customercare@gsle.org, or M2 Customer Service.

Troop Banking

1. Troops must have a bank account and ACH Authorization Form on file. Contact productsales@gsle.org for assistance.

2. Payment is collected at the time of ordering; make checks payable to the Troop.

3. Deposit all money into your Troop bank account and keep all receipts!

4. Amount owed to Council will be deducted via an ACH debit on October 29. Amount due is calculated automatically in M2OS.

5. Find balance due by clicking the "Banking and Payments" link on your Troop dashboard. You will see an overview of all sales and proceeds information for your Troop. The "Reports" link shows even more detail. View the Troop Orders Report or download your Troop's delivery ticket and toggle on financial information for another view.

Tips!

If a girl does not turn in money at scheduled time, do not place her order. Contact her parent/guardian immediately. Keep the Troop Leader/Service Unit Leader informed of all contact attempts and document the information. Orders should not be placed unless payment has been received by the Troop.

Money for all online orders shows as already paid to Council, and final ACH will be adjusted for the Troop to earn proceeds on these sales. If your Troop decides to accept checks, be sure to have a phone number and driver's license number listed on the check. We recommend you only take checks from people you know and are comfortable contacting if there is a problem.

Volunteer M2OS Access - In Depth

Your access email will prompt you to create a password to access your M2OS Volunteer account. If you are a returning user, you can login using your existing credentials.

♣ You will be prompted to complete certain account information, as applicable - watch a short system training video, enter a mailing address, create your Avatar, and send access emails to the participants in your Troop.

♣ You will be able to see a list of pre-uploaded girls. Don't worry if not all girls show up on this list at the beginning of the sale. Any girls not pre-loaded can simply register once the sale begins at: www.gsnutsandmags.com/gsle. They will then be added automatically to your Troop roster. Girls must have a completed Parent Responsibility & Permission form on file BEFORE selling!

♣ Girls can launch their accounts on September 19.

♣ Participants can enter their own paper orders into their accounts through October 19. If they do not enter their orders, you will need to do so through your Volunteer account.

Adding Girl Orders into M2OS:

Troop Leaders must enter any orders not entered by parents into M2OS.

♣ Choose Paper Order Entry from your dashboard.

♣ Click the pink pencil next to the girl's name to edit/enter orders. DO NOT enter online girl-delivered products.

♣ Enter her total nut/candy items by variety from her order card. Click Update. Make sure the totals match.

♣ There is no submit button! Orders are transmitted for fulfillment automatically after the cutoff date.

Tips!

Only order the exact number of nut/candy items sold, as product cannot be returned to Council. Rewards are automatically calculated. Please note that rewards will take 1-2 hours to update after adjustments have been made to products sold.

PLEASE NOTE: TFPM's are responsible for ensuring a permission slip is on file before sending access emails to the girls in your troop. When caregiver's complete the form, a copy will be sent to the TFPM on file.

After sale wrap-up!

Products

Remember, all product is automatically submitted for fulfillment! There is no "submit" button!

◆ Coordinate with your Service Unit FP Manager to pick up your Troop's nut/candy items.

◆ Print a delivery ticket for each girl's order from your dashboard. After you have delivered the items to each girl, have their parent count/inspect each item and sign the delivery ticket for your records.
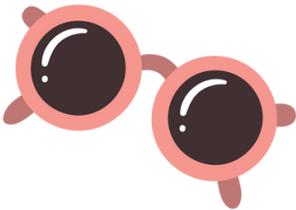
Rewards
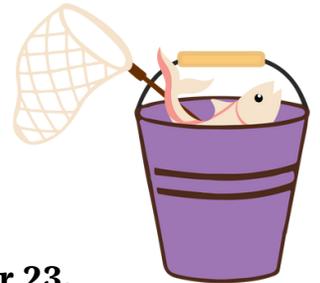
Girls must make their rewards selections online by October 23.

◆ If a girl does not make her selections, you may do so through the Troop account until October 23.
◆ Reward deliveries will be coordinated with your Service Unit FP Manager in a similar fashion to products.

Deliveries

Troops should make sure their girls coordinate delivery of product with their customers. Happy customers equal returning customers!

◆ Girls will receive an online report of orders with email addresses and phone numbers of their customers.

◆ Participants may contact customer service for additional customer information if necessary for delivery.

FAQs

"My girls are attempting to register and get a "Campaign is Currently Unavailable" message."
• Girls cannot begin online account registration until the sale launch date.

"I entered the email addresses to send access notifications to the girls in my Troop, but they haven't sent, it says "Queued for Sending". How long does it take to send?"
• Access emails will not be sent to the participants until the launch date of the sale.

"I am a Volunteer and have a daughter participating. Can I use the same email address for my Volunteer and Girl accounts?"
• Yes! You will be notified upon login as to which account you are signing on to. Volunteer accounts are accessed at: www.gsnutsandmags.com/admin, and girl accounts are accessed at: www.gsnutsandmags.com/gsle.

"One of my girls received an online girl-delivered order that the family is unable to deliver. How do I remove it?"
• The parent/guardian (or customer) will need to contact M2 Customer Service to have the order cancelled and removed from the system. This cancellation MUST be completed before the sale end date.

"My girl received/entered orders that put her over the next reward threshold, but the system isn't showing that she earned the reward."
• The system can take 1-2 hours to update the rewards section once additional sales have been received/entered.

Questions?
For questions regarding specific Council-related details, contact your Service Unit or local Council office.
For questions regarding M2OS or other general sale questions, contact M2 Customer Support!

Girl Scouts Louisiana East
customercare@gsle.org
800-644-7571
M2 Customer Service
question@gsnutsandmags.com
800-372-8520

We Appreciate You! Thank you for being an integral part of the Fall Product Program!