

# Digital Cookie®

# **Registering for Digital Cookie**

Caregivers/Girl Scouts

Prefer a video? A step-by-step demonstration is available here.

#### Step 1: Receive Registration Email

You will receive an email from "Girl Scout Cookies" (email@email.girlscouts.org) with the subject line: "It's time to register your Girl Scout for Digital Cookie!" If you don't receive it, refer to the No Registration Email tip sheet.

## Step 2: Click the Register Now button in eail

Click the **Register Now** button in the email to go to the Digital Cookie site and begin registration. (For best results, use the latest version of your web browser.)

## Step 3: Create a Password

Follow the prompts to create a secure password.

#### Step 4: Use your new password to log in.

Use your new password and the same email address where the registration email was sent to log in.

#### Step 5: Watch the Safety Video

Share the video with your Girl Scout and review safe selling practices together.

✓ You **must** watch the entire video before continuing—users cannot proceed until it is fully viewed.

#### Step 6: Read and Accept Terms and Conditions

Review and accept the Parents/Guardians of Girl Scouts Agreement.

Note: Parents who are also cookie volunteers will see an additional Terms and Conditions document for volunteers.

#### Step 7: Accept the Girl Scout Safety Pledge

Read the pledge with your Girl Scout, check the box to accept, and click **Continue**.

# **Step 8: Activate Girl Scout(s)**

- Click **Activate** to confirm or update your Girl Scout's preferred name.
- For **Girl Scouts 13 and older**: You may enter a email address for the Girl Scout to manage some of the Digital Cookie site. This will send an invitation to complete registration (steps 2-7, excluding step 6 above).
  - Adding an email address is optional. If the Girl Scout does not want a separate login, leave this field blank. Do not enter the email address used to log in to Digital Cookie.
- For **Girl Scouts under 13**: They will log in with their caregiver and do not need a separate email address.

After activation, click Access Site to go to the Digital Cookie homepage.

Bookmark the site or save your registration email confirmation for easy access later.

Next Steps: Site Setup

Girl Scout Site Setup - 13 and Older