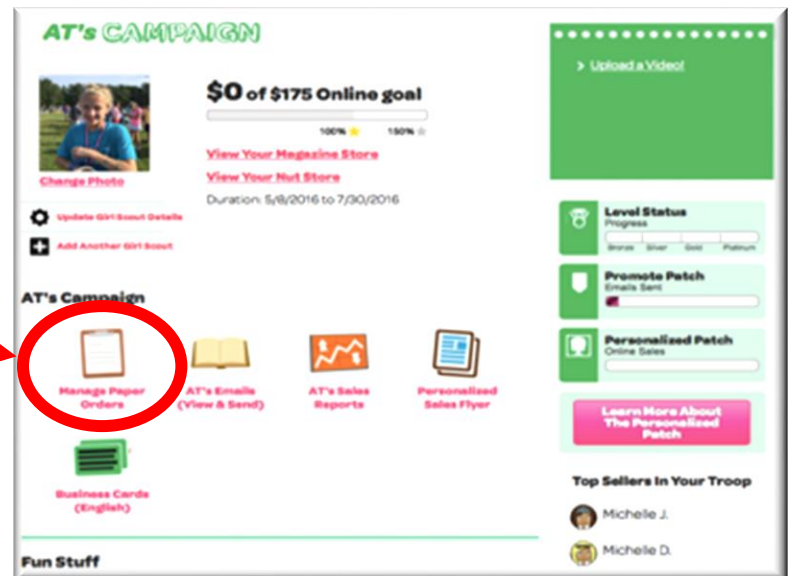


2021 Fall Product Program

Entering Paper Orders into the M2 Webstore
A tip sheet for families

How to Enter Paper Orders

1. Log into your Girl Scout's M2 Webstore
www.gsnutsandmags.com/gscsa
2. From your Dashboard, click the "Manage Paper Orders" icon.
3. Enter the total number of items ordered for each product type.
4. Confirm that the **TOTAL** matches your order card and **Update**.



Manage Paper Orders

Nut Orders

Please enter the total number of items by product from your in person nut order card sales. The cut off date for items is 11/30/2017.

Product	Price	Quantity	Total
A Fruit Slices	\$6.00	8	\$48.00
B Peanut Butter Monkeys	\$5.00	12	\$60.00
C Dark Chocolate Sea Salt Caramels	\$5.00	50	\$250.00
Totals		70	\$358.00

Update

Return To Dashboard

Tips for Entering Orders

- Double check that the TOTAL column matches the total money due on your order card.
- Don't forget to Update!
- Each time you edit paper orders, enter the TOTAL QUANTITY of items needed for your order card.
- **Do not include items purchased through the webstore for girl delivery.** These have automatically been included on the troop order. Only enter your paper order card orders.

All orders must be entered **by 11:59pm on October 10**. If you miss this deadline you must let your Troop Product Manager know your total order before **October 13!!**

Need help? Please reach out to your Troop Product Manager or council member services at info@girlscoutcsa.org