

# ScoutBook Overview

## What is ScoutBook?

ScoutBook is the official online advancement tracking application created and supported by the BSA. The application contains many features and functions that may or may not be ultimately utilized by our Pack. Some of the things we are hoping to utilize include:

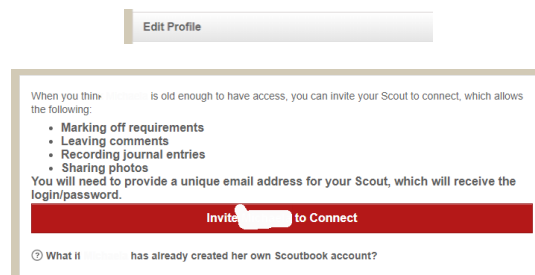
- Online Advancement Tracking and Approval
- Tracking of required Leader Training
- Master Calendar of Events
- Messaging functionality to/from leaders
- Consolidation of all information in one place

ScoutBook can be accessed in one of two ways. First, the website <https://ScoutBook.com/mobile> is the primary means to access the application. There is also a mobile application available from the application store for both Apple and Android products. This application can be used offline but does have a different look and feel from the online/web based application as well as having more limited functionality via the mobile app. While this application is available for use to be installed on your mobile device, Pack 152 recommends that for now we access via the mobile phone browser for a consistent user experience.

## How do I get an account?

The leaders from Pack 152 will use the information provided information on the initial signup form to generate the appropriate accounts where needed. Committee members and parents with siblings in other units using ScoutBook already have an account and will have this existing account linked to their daughter instead of having an additional account created. In many cases we only have information for one of the parents on our Roster. Additional parent connections can be created by you, once you have your account created.

Also, once you as a parent have your account on ScoutBook, you may choose to invite your scout to have their own account. This can be done by opening your scout, clicking Edit Profile, then at the bottom of their profile, you can click to Invite them to connect. **Please note that only you as a parent can create an account for your Scout; we as leaders are not allowed to grant this access.** If you have any concerns regarding creating an account for your Scout, please feel free to reach out and we would be happy to discuss the pros and cons to this.

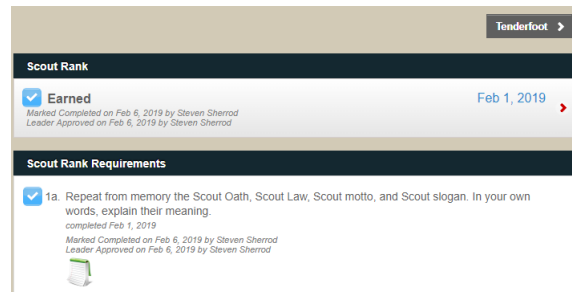


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## How will Pack 152 utilize ScoutBook?

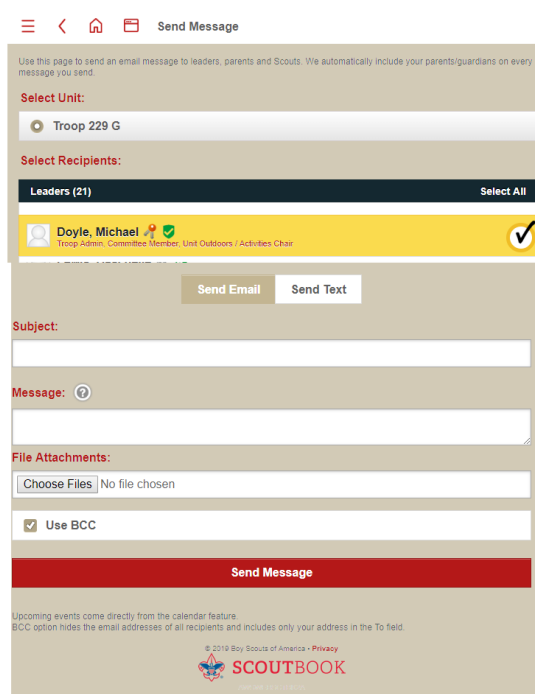
### Online Advancement

ScoutBook will allow you as an adult (and also your scout if you elect to create them an account) to edit and view their current advancement. As an example below, we are looking at the completion of a Scout's "Scout Rank" in the application. Note that both the completion of the item and the approval of the item have been marked by our Den Leader. There often will be times where your scout will be performing work at home, either as assigned by your Den Leader or just for additional extra belt loops/pins. You will have the ability to mark these items as completed, and the Den Leader will approve once he has confirmed that the activity has been completed.



### Messaging To/From Leaders

Scoutbook also can be used for communicating information from the leaders to the rest of the Pack, or for a parent and/or scout to send a message to one or more leaders or other Pack/Den members. The messaging can be accessed from the dashboard by choosing Messages → Send Message. On the Send message page, you can choose who you would like to message (Leaders, Parents or Scouts). Note that any time a scout is included on an email, the parent will also be included by default. This is true for both messages from an adult to a scout, and from a scout to a leader. This will help to provide the 2 deep on all electronic communication, and also makes this a preferred method over simply direct emails.



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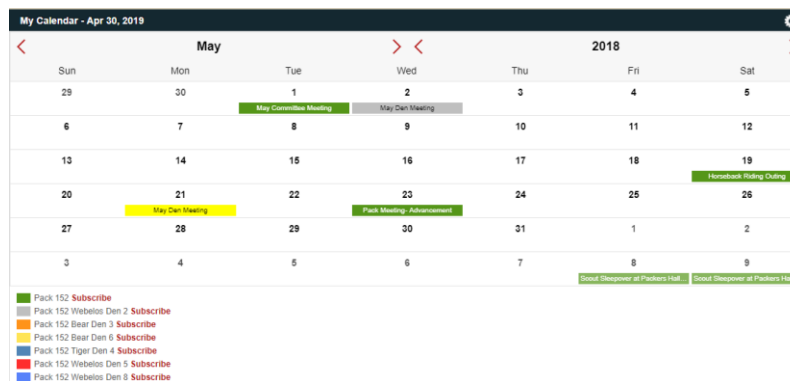
## Master Calendar of Events

From the “My Dashboard” there is an option to select “Events.” This page will display a listing of upcoming events for any calendars to which a scout has been assigned.



Upcoming Events	
<b>Webelos Den 2 May Den Meeting</b> May 1, 2019, 6pm - 7:30pm	>
<b>Webelos Den 8 May Den Meeting</b> May 1, 2019, 6pm - 7:30pm	>
<b>Glacier Trail Campout and Hike</b> May 3, 2019 5pm to May 5, 2019 11am	>
<b>NEW EVENT- Community Service- clean up gardens at St. James</b> May 4, 2019, 9am - 10am	>
<b>May Pack meeting</b> May 6, 2019, 6pm - 7:30pm	>

Additionally, clicking “My Calendar” will open a visual display of the current month.

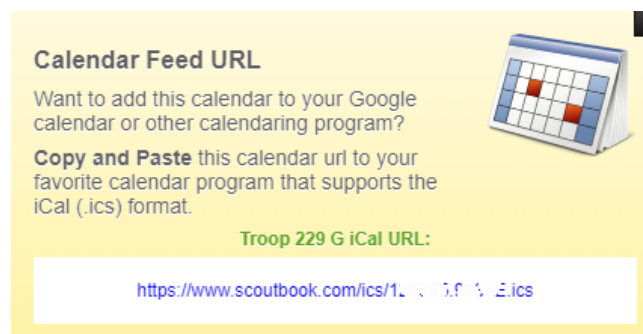


My Calendar - Apr 30, 2019						
May						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	1 May Committee Meeting	2 May Den Meeting	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19 Horseback Riding Outing
20	21 May Den Meeting	22	23 Pack Meeting Acknowledgment	24	25	26
27	28	29	30	31	1	2
3	4	5	6	7	8	9 Good Shoppers at Packers Hall

Legend:

- Pack 152 Subscribe
- Pack 152 Webelos Den 2 Subscribe
- Pack 152 Bear Den 3 Subscribe
- Pack 152 Bear Den 6 Subscribe
- Pack 152 Tiger Den 4 Subscribe
- Pack 152 Webelos Den 5 Subscribe
- Pack 152 Webelos Den 8 Subscribe

At the bottom of this view there is also an option to subscribe to the calendar. Clicking this link will open a new window with a URL that can be pasted into whichever electronic calendaring program you use, assuming that they support the iCal format. Microsoft Exchange, Google Calendar, macOS Calendar, and iOS Calendar are all capable of consuming this URL – please refer to the documentation for your specific calendar platform for the specific instructions on how to connect.



**Calendar Feed URL**

Want to add this calendar to your Google calendar or other calendaring program?

**Copy and Paste** this calendar url to your favorite calendar program that supports the iCal (.ics) format.

**Troop 229 G iCal URL:**

<https://www.scoutbook.com/ics/1...>













Please note that this functionality is a periodic feed of information, not real-time. Depending on the calendar software and frequency of data updates, it can take up to 24 hours for an event to sync.

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## What if I need additional assistance or information?

Please feel free to reach out to the adult leaders if you have any additional questions. We may not have the answers at the ready, but can potentially point you to the right person to help.

Alternatively, there is a wealth of information on Scoutbook in the Forums, which are available from the main page. There are forums specific to each level of scouting, as well as forums for FAQ's, New Features, Bugs, and other pertinent items. There is also a forum specific to our Pack that can be used.

all categories ▾	Categories	Latest	My Posts	New (14)
Category	Topics	Latest		
 <b>Council 651 - Pack 0152 (101489)</b>	0			
<b>BSA Announcements</b> This section is for BSA announcements. For the latest BSA news, go to <a href="https://scoutingwire.org/">https://scoutingwire.org/</a>	2	<a href="#">FAQ for New Scouting Forums</a> 6d <a href="#">Scoutbook has a new Help Page</a> 19d		
<b>Cub Scout Program</b>  A forum for discussing the Cub Scout Program	18 / week	<a href="#">Space Derby</a> 1h <a href="#">BeMEDWise &amp; Scout Strong Healthy Unit</a> 18h <a href="#">Online Applications</a> 21h		
<b>Scouts BSA Program</b>  A forum for discussing the Scouts BSA Program	26 / week 3 new	<a href="#">Lone Scout Lounge</a> 6h <a href="#">Totin Chip and whittling chip</a> 7h <a href="#">Position of Responsibility Tracking</a> 6h		
<b>Venturing Program</b>  A forum for discussing the Venturing Program	1 / week	<a href="#">Dual Registered Scout</a> 3d		
<b>Sea Scouts Program</b>  A forum for discussing the Sea Scouts Program	1 / week	<a href="#">What is the Sea Scouts BSA program name?</a> 5d		
<b>Exploring Program</b>  A forum for discussing the Exploring Program	1 / week	<a href="#">Experienced Scouter, new to Exploring</a> 4h		
<b>My Scouting Tools</b> A forum for discussing My Scouting Tools ( <a href="https://my.scouting.org">my.scouting.org</a> )	7 / week 1 new	<a href="#">Training Modules lock up</a> • 1m <a href="#">Online Application</a> 17h <a href="#">F next to unit in my.scouting</a> 22h		
<b>Scoutbook</b> Topics related to the use of Scoutbook can be addressed here  Using Scoutbook 4 new  New Scoutbook Feature Requests 5 new  Scouting Mobile App  Scoutbook Bugs 1 new  Feature Assistant  Scoutbook Change Log	89 / week 10 new	<a href="#">Cannot connect to scouts in SB</a> • 3h <a href="#">Correct Joining Sequence</a> • 3h <a href="#">Unit admins can give themselves edit rights to any other SB adult's pr...</a> 23m		