Cub Scouts Breakout Session

Using Scoutbook & Welcoming New Families

Benefits to using Scoutbook

- Communication Tool
- Texting (Stateside)
- Event Calendar
- Reminder Manager
- RSVPs
- Track Progress
- Manage Recognition and Advancement

Scoutbook Tips & Tricks

- The username and password for scoutbook.scouting.org and my.scouting.org should be the same.
- Changing a Cub's or Leader's membership information in Scoutbook will NOT stick. Changes to roles and membership information, etc. should take place in my.scouting.org…then give it 24 hours to show in Scoutbook.
- Create an "Inactive" den for those that are not really active in your Pack anymore. This keeps them on your radar until they transfer or quit and helps filter them out of the Advancement reports when you go to order items.
- Transfers do not happen in Scoutbook. Go to my.scouting.org to initiate a transfer. Tell families to have the adult transfer the youth first, then themselves once the youth transfers are complete.

Scoutbook Features

On Your Dashboard, you see…

All of the units you are connected to whether through family or volunteer role.

All of the youth you are a leader for OR you are connected to (ie. Cubmaster, Treasurer, etc.)

Messages - Send, Inbox, Deleted (Check that inbox!)

Events - takes you to Upcoming, Calendar, Create New, Import/Export

Reports Menu - Most Used: Needs Approval, Needs Purchasing, Needs Awarding

Messages

You can only send to adults on the roster in Scoutbook (if they haven’t opted out).

You can attach files and insert a list of upcoming events that is pulled from your unit calendar.

NEW

You can create a Group and Save/Delete the Group

You can include names or a Youth Protection Notice

You can keep message content to send to another unit

Events - Create New Event

Remember to:

Enable the RSVP function so people can respond

Encourage people to Post a Comment on the Event if you need an accurate head count that includes extra adults or siblings

Click on Manage Reminders and strategically select the dates you would like reminders to be emailed out to members.

Manage Advancement if you'd like OR just state the objective in your text.

Go back into existing events that you have set up and invite NEW people! They want to be informed and included and Scoutbook will not automatically add them to the invitee list. They need to be manually added!

Email people separately that have issues with the platform so they are informed.

Calendar

Consider color coding your dens according to rank colors. This used to be accurate and can easily be edited in the system. This make it easier to track when you are looking at the calendar and seeing multiple den events across the dates.

- Pack 295 **Subscribe**
- Pack 295 Webelos Den AOL 6 **Subscribe**
- Pack 295 Webelos Den 5 **Subscribe**
- Pack 295 Bear Den 4 **Subscribe**
- Pack 295 Wolf Den 3 **Subscribe**
- Pack 295 Webelos Den INACTIVE 99 **Subscribe**
- Troop 295 B **Subscribe**
- Troop 295 B Archers Patrol **Subscribe**
- Troop 295 B Atomic Ducks Patrol **Subscribe**
- Troop 295 B New Name Patrol **Subscribe**
- Troop 295 B Spartans Patrol **Subscribe**
- Pack 295 Tiger Den 2 **Subscribe**
- Pack 295 Webelos Den AOL Den 7 (Female Cubs) **Subscribe**
- Troop 295 B Unknown status Patrol **Subscribe**
- Pack 295 Lions Den 1 **Subscribe**

Managing Advancement

Within a den or pack, use the Reports Menu - Needs Approval & Needs Awarding

Use the Quick Entry feature to mark multiple requirement completions for more than one Cub at a time - This saves you time!

Someone with Pack Admin Rights is able to use a Quick Entry feature for Awards as well.

Recognizing Cubs in a timely manner is an important component of the program. Being organized in the system and will orders and actual awards makes a huge difference. Be prepared!

Welcoming New Members

- Have something for kids to do while adults meet
- Communication is key
- Be honest about program costs
- Hand them a calendar
- Give them a checklist
- Assist them with uniforms
- Capture information to follow up

Communication with New Members

Obtain emails and phone numbers.

Be available for Q&A.

CC and CM need to connect the family with the DL and T ASAP.

Add them to WhatsApp chats/BAND/Signal, etc. Connect them on Scoutbook.

Most families want to know WHEN and HOW MUCH.

Explain that Tigers and Lions require an Adult Partner at everything.

ASK those 4th and 5th Graders how old they are and consider what is best for the Cub - If they are about to turn 11, guide them to a Troop! Each individual situation should be considered. Know and share the requirements to join a Troop.

Uniforms

Have your leadership determine requirements. If someone joins well into 5th Grade, maybe you can find uniform pieces to borrow from someone else for ceremonies. Maybe you borrow a full blue uniform for a new Bear to use from March - May instead of buying a new one.

Do you have a Lending Closet? When will it be available?

List what they need to purchase from the scout shop in detail. Consider the handbook - necessary? Does your unit provide the TAC strip or Unit Numerals? How about a Unit T-Shirt?

New Family Checklist

Pack 295 Family Checklist

Register with Pack 295	IF you are NEW to Scouting, please register through this link: https://my.scouting.org/VES/OnlineReg/1.0.0/?tu=UF-MB-802paa0295 Lion and Tiger Cubs will need to assign an Adult Partner that will be in attendance with them during Cub Scout events. Complete Consent and Health Forms A, B1 & B2 and hand them in at the next Pack Event: https://filestore.scouting.org/filestore/HealthSafety/pdf/680-001_AB.pdf We will fill in the Unit Leader and Mobile #. Our council is Transatlantic Council 0802. Our unit number is 0295.	*If you're having issues getting registered OR you are transferring from another Pack, please contact our Committee Chair via email: committeechair@pack295vicenza.org* *We collect a health and consent form for each member of your family that may be in attendance at any of our events. Please fill one out for each person.*
Pay	When you register online, you will be charged the prorated fees for the current calendar year (and if you register online late in the calendar year, you will also be charged the following calendar year's annual fees at the time of registration). These fees are for BSA National and the Overseas Council. Additionally, there is a new member fee when applicable. You also have the option to add a subscription to Scout Life Magazine, for domestic (your APO; $12) or international delivery (your physical; $36). If you opt-in for this, please inform our Treasurer so s/he can make note of that for the upcoming recharter. Your online registration and fees do not include anything for Pack 295. Pack Dues should be paid directly to the Pack Treasurer. For Pack Dues, you can pay all at once or create a payment plan. Please reach out to our Treasurer via treasurer@pack295vicenza.org to pay your Pack Dues.	*National and Overseas Council Fees are collected as a prorated amount for the current year and an annual amount for the upcoming calendar year. These fees cover you when you transfer Packs mid-calendar year. Pack 295 Leadership has no authority over National and Overseas Council Fees. Pack 295 Leadership has no control over Scout Life Magazine.* *Pack dues go toward program materials, uniform insignia, special events, awards, insurance, recharter fees, and more. Dues are collected for the program year, which follows the school year, with the added bonus of summertime activities leading up to the start of school. Pack dues do not transfer from our Pack to your next Pack. Your next Pack will likely have a different structure.*
Explore Scoutbook	After your application on my.scouting.org is accepted in the system by Pack Leadership, please give the system 24 hours to update and sync with scoutbook.scouting.org. Then, log into https://scoutbook.scouting.org and verify the information for yourself and your Cubs in your profiles and verify that you are connected to each of them. Your login and password will be the same for my.scouting.org and scoutbook.scouting.org. Make a note of your login credentials and each registered person's Member ID. You may need this for future reference. Would you like to subscribe to the Pack Calendar or the Den Calendar? Here's how: *Once logged into Scoutbook, click "My Dashboard," then "Events" and then "My Calendar." At the bottom of that page, you will have the option to subscribe to a few calendars. When you select "Subscribe" on a calendar, it will give you a URL. Enter that URL into any calendar that will accept iCal [.ics] format.* *Example: Gmail address directions: Log into Gmail from a desktop, go to calendar.google.com. Click the + sign in the left column, next to "other calendars." Add the URL for the Pack Calendar and repeat the process for any other calendar you wish to receive updates from.*	Scoutbook is your Cub's rank advancement and award record. Click through Advancements or Awards and view requirements. As your Cub completes requirements (in and out of Scouting), mark them. Den leaders will approve them and your Cub's progress will be tracked for ordering and awards ceremonies. Scoutbook is also where we create, share, and collect RSVPs for events. Click on Events to see relevant calendars. Subscribe to these calendars if you wish. When you RSVP, you'll click on the profile image of the Cub or Adult and click: Yes, No, or Maybe. Oftentimes it is helpful for planning if you to Post a Comment on an event stating how many other people from your family intend to attend.

Stay Connected	1. Join the **Parents & Guardians of Cub Scout Pack 295 in Vicenza** private Facebook group. https://www.facebook.com/groups/pack295vicenza Help us help you! Please Pin the group and set the notifications to "All Posts" which can be done in your Group Settings when you are in the Groups tab on Facebook. 2. Like the **Cub Scout Pack 295 – Vicenza, Italy** public Facebook page. https://www.facebook.com/pack295vicenza 3. Follow **@Pack295Vicenza** on Instagram https://www.instagram.com/pack295vicenza/	*If you are on either of these platforms, we would love to connect with you!* *If you have questions about Pack Events please email cubmaster@pack295vicenza.org.*
Purchase Curriculum & Official Uniforms	Curriculum and Official Uniforms can be ordered at https://scoutshop.org. **Curriculum:** Find rank handbooks or E-books under "Handbooks" (optional - speak with your Den Leaders) **Kindergarten**: Under Uniforms - Cub Scout Uniforms, you'll find a Lion T-shirt and blue belt. Caps are optional. The blue pants are optional. You can also wear nice pants or jeans WITH belt loops. Lions do NOT need a neckerchief or neckerchief slide. **Grades 1-5:** We encourage you to use the Uniform Builder here: https://www.scoutshop.org/uniform_builder Once you are on that landing page, select the rank you are shopping for. Arrow of Lights will click on Webelos. After you select your rank and gender, click on "Components." Caps are optional. (When in uniform, it is better NOT to have a cap on at all, rather than wear a non-uniform cap.) Select the top you would like. Official uniform pants are optional. You can also wear nice pants or jeans WITH belt loops. Socks are optional. Click "Accessories" and select the neckerchief, neckerchief slide, and belt. Click "Insignia" and Tigers, Wolves, and Bears select "World Crest Emblem" and Webelos and Arrow of Lights select "Webelos Rank Colors" and "World Crest Emblem" (NOT World Crest Ring). You do not need anything else listed on this page. Click "Review" and "Add to Cart." Preview your uniform and continue to check out. Please note that the Pack provides the Transatlantic Council (TAC) Shoulder Strip Patch, and the red numerals 2, 9, and 5 to each Cub Scout and Adult Scouter requiring them. *You may have to search for individual items if there are problems in Uniform Builder. We can help!*	There are several families that have used handbooks that can be put to good use again and again. Please reach out through our Facebook Group if you would like to borrow a handbook for this program year instead of purchasing a new one. Official uniforms are for monthly Pack meetings, ceremonies, and special events. For Den meetings, Cubs are also welcome to wear their Activity Uniform, the Pack T-shirt. These can be purchased directly from the Pack. If the uniform presents a financial hardship, please tell anyone on our leadership team that you feel comfortable with. Also - there are several families that have uniform pieces that could be put to use. Leadership can coordinate this, or if you're comfortable, you can ask in our Facebook Group. Quick Rank Guide For New Families: K - Lions All Grades (except K) - Bobcats 1st - Tigers 2nd - Wolves 3rd - Bears 4th - WEBELOS (an acronym, not an animal) 5th - Arrow of Lights (then Troop Scouts mid-year)
Get Started	*Every program year, regardless of rank, each Cub, together with a legal guardian, needs to complete the exercises in the pamphlet "How to Protect Your Children from Child Abuse: A Parent's Guide." They begin on the middle of page 19 here: https://filestore.scouting.org/filestore/pdf/100-014_WEB.pdf or on page 14 of the pamphlet inside your handbook.* *Please complete the rank specific requirements for Protect Yourself Rules outlined below each rank here: https://www.scouting.org/programs/cub-scouts/preview-adventures/protect-yourself-rules/ OR for Tigers - Arrow of Lights (1st-5th), you have the option to complete the Cyber Chip requirements for your grade level or recharge your previous cyber chip here: https://www.scouting.org/training/youth-protection/cyber-chip/* *A Scout is Reverent: Please complete the rank specific faith-based adventure as a family.*	Things to note: All new-to-Scouting Cubs (except Lions) will need to earn Bobcat prior to earning their current rank. Den leaders will work with new Cubs on this. Two registered and Youth Protection Trained adults must be at any Scouting event. Interested in taking on a leadership role? Contact Pack Leadership. Not interested? We still encourage adults to complete the YPT training after signing in on my.scouting.org!

Calendars

CUB SCOUT PACK 295 | 2021-2022 PACK EVENTS CALENDAR

Generally, pack events will take place at the Spiritual Life Center, BLDG. 366 at 5:30pm.

Updated 05 May 2021

June 2021
3 Pack Picnic Dinner
19 Pack Urban Hike

July 2021
TBD Possible patriotic event
17 Fishing Derby

August 2021
15 Verona Historic Trail
19 Google Meet Parent Info Night
TBD Meet the Teacher Night Info Table
26 Pack Information Night
28 Pack Activity

September 2021
2 Den Shadow Night (new scouts try)
9 Den Night
11 9/11 5K Water Table
16 Pack Meeting (Health Forms Due)
17 VFW 8862 POW MIA Ceremony
23 Den Night
25 Joint Italian/USA Cub Scout Event
30 Den Night

Den nights are only listed in September because dens will choose when to meet as a group and have their own separate calendar of events for the remainder of the program year.)

October 2021
2 Fall Campout/Backup Plan: Hike
14 Pack Meeting
TBD Pack involvement with Trunk or Treat

November 2021
11 Possible Veterans Day Event
18 Pack Meeting

December 2021
TBD Gift Wrapping Fundraiser
TBD Peacelight Ceremony
TBD Fundraiser at Tree Lighting Ceremony
16 Pack Social Event

January 2022
8 Pinewood Derby Car Cutting
21 Pack Pinewood Derby Impound Night
22 Pinewood Derby

February 2022
6 Scout Sunday
12 Blue and Gold Banquet & AOL Crossover

March 2022
17 Pack Meeting

April 2022
21 Pack Meeting
TBD PTSA Spring Carnival Info Table
30-1 May Spring Campout and Crossover Ceremony

May 2022
5 Backup Crossover Ceremony
7 Scouts Trash the Trash Day
14 Backup Date for Spring Campout
TBD VFW 8862 Poppies Handout

June 2022
4 June Fishing Derby
TBD TAC Cub Scout Day Camp

July 2022
TBD Patriotic Event
TBD Summertime Activity

August 2022
TBD Summertime Activity
TBD Meet the Teacher Night Info Table

- Depending on pack participation, weather, & venue availability, events are subject to change.
- Health forms are required from ALL participants: Scouts, Siblings, Adults.
- Youth Protection Training is strongly encouraged for ALL adults.
- 2-registered adults that have completed YPT are required at any official events.

2020-2021 Cub Scout WEBELOS Schedule

All events may change with COVID-19 restrictions, or for participation, venue availability, weather, etc. Complete Duty to God and You as a family.

Month	Date	Activity	Working on...	Required or Elective	Notes
August	20	Pack Info Night			Invite a friend
	22	Pack Hike	Fellowship		Bring a friend that might be interested in Scouts
	27	New Member Night	Stronger, Higher, Faster (SFH) #6 Webelos Walkabout #3 Bobcat	Required	This is a pack event, but Webelos and AOLs will have responsibilities.
September	3	Den Meeting	Art Explosion #2, #3A, #3B	Elective	Shadow Night for new families Homework (HW): #1
	10	Parent Info Night/Scout Skills	Webelos Walkabout #3, Aquanaut #1	Both	Webelos and AOLs will be leading groups of younger scouts. HW: Health Forms, Read #4 and #5 of Webelos Walkabout & come to hike or camp on 19 Sep prepared.
	17	Pack Meeting			Bring Health Forms
	18	VFW POW/MIA Ceremony	Patriotic Ceremony		Optional; Friday 9am Wear Official Uniforms
	19	Pack or Family Campout		Hike is Required	If not camping, Hike! HW: Webelos Walkabout #1
	24	Den Meeting	Webelos Walkabout #2, First Responder #5 and #6	Required	HW: Make a first aid kit.
October	1	Den Meeting	Webelos Walkabout #1, #2, First Responder #1, #6	Required	Be ready to share your first aid kit and your hike plan. HW: Read First Responder #2, #3, and #4
	3	Pack Event	Various	Both	WWF Oasi di Casale outing Info to come

Scouts may work on any elective adventures or awards in the scouting program. These can be found in the handbook, on scouting.org and on scoutbook.com. Please track all progress in Scoutbook. Check our Facebook Group for updates. Reach out if you need help.
Anna: jcanna5@hotmail.com or 348-048-0520 WhatsApp or iMessage or Facebook PM.

Tigers Den 5 Program Year 2019-20 Schedule

Anna: 910-429-6841 jcanna5@hotmail.com

Date	Time	Location	Activity	Notes
6/3/19	6-8pm	Anna's House (2932 Sugar Maple Drive) Wear activity shirt and swim shorts. Bring a towel! We'll be swimming.	Bobcat Cyber Chip Pamphlet Exercises Review Earning Your Stripes/Floats and Boats/#1 of My Tiger Jungle and #4 of Tiger Tag	Required On Own Review Electives Requirement Elective
7/1/19	6-7:30pm	Anna's	Tiger Tag/Tiger-iffic	Elective Elective
8/5/19	6-7:30pm	Anna's	Curiosity, Intrigue, and Magical Mysteries	Elective
9/3/19	6-7:30pm	Anna's	Safe and Smart	Elective
10/15/19	6-7:30pm	Stumpy Lake	Tigers in the Wild	Required Outing
11/4 or 11/5/19	6-7:30pm	Anna's	Team Tiger	Required
12/3/19	6-7:30pm	Anna's	Catch up Meeting for any catching up. Work on Duty to God as a family.	Duty to God is Required
1/13/20	6-7:30pm	Anna's	Tiger Bites	Required
2/4/20	6-7:30pm	Anna's	Games Tigers Play	Required
3/2/20	6-7:30pm	Anna's	My Tiger Jungle	Required
4/7/20	6-7:30pm	Anna's	Stories in Shapes	Elective
5/5/20	6-7:30pm	Anna's	Catch up and Campout Talk	Celebrate & Prepare for Pack Camping