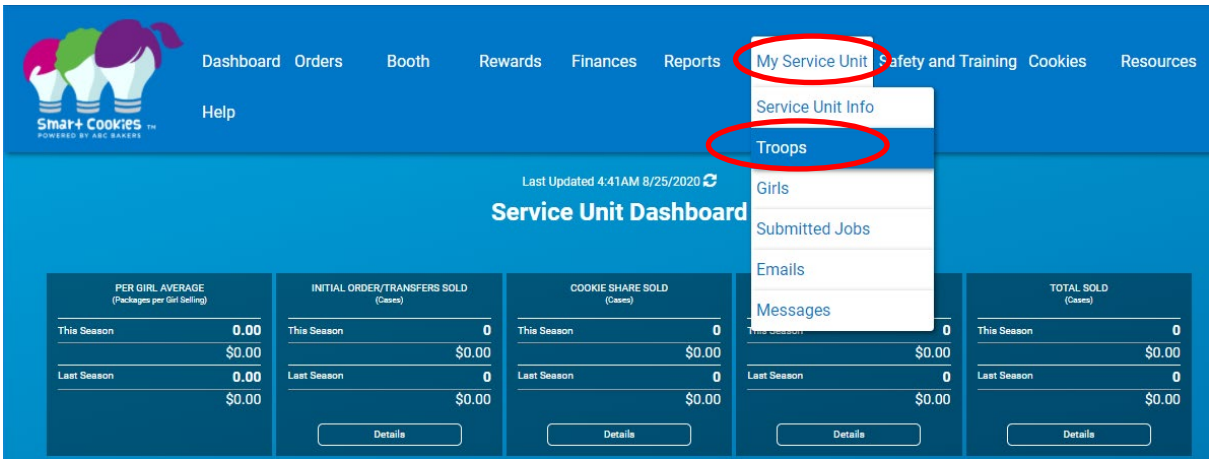
girl scouts
heart of central
california

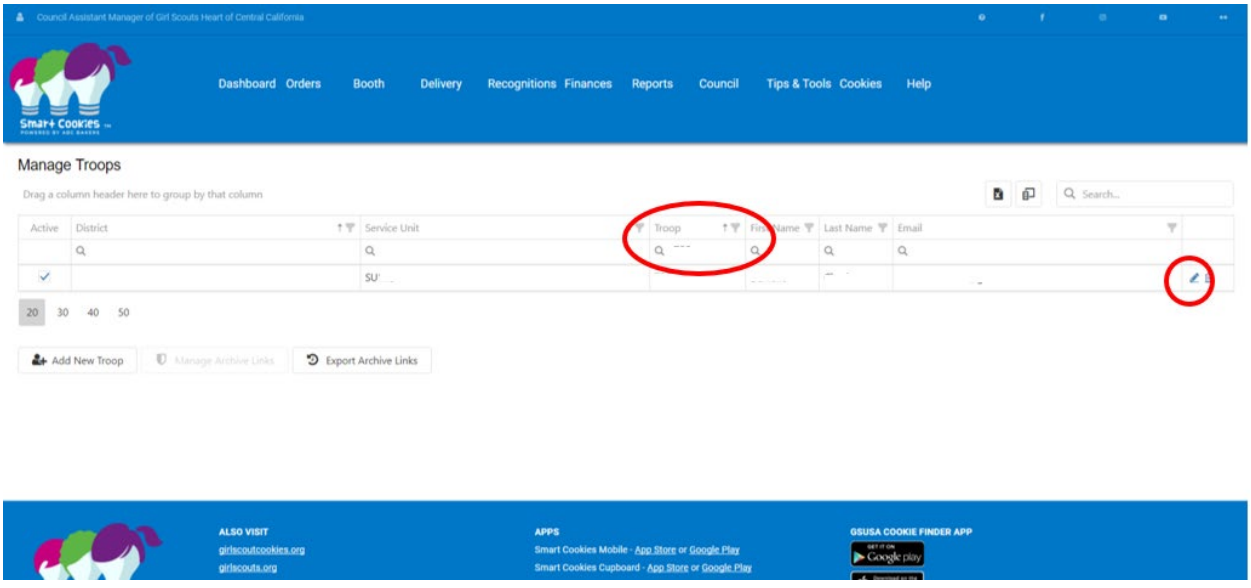
Service Unit Updating Proceed Plans

If a troop needs help changing their proceed plan, you can do this at the service unit level.

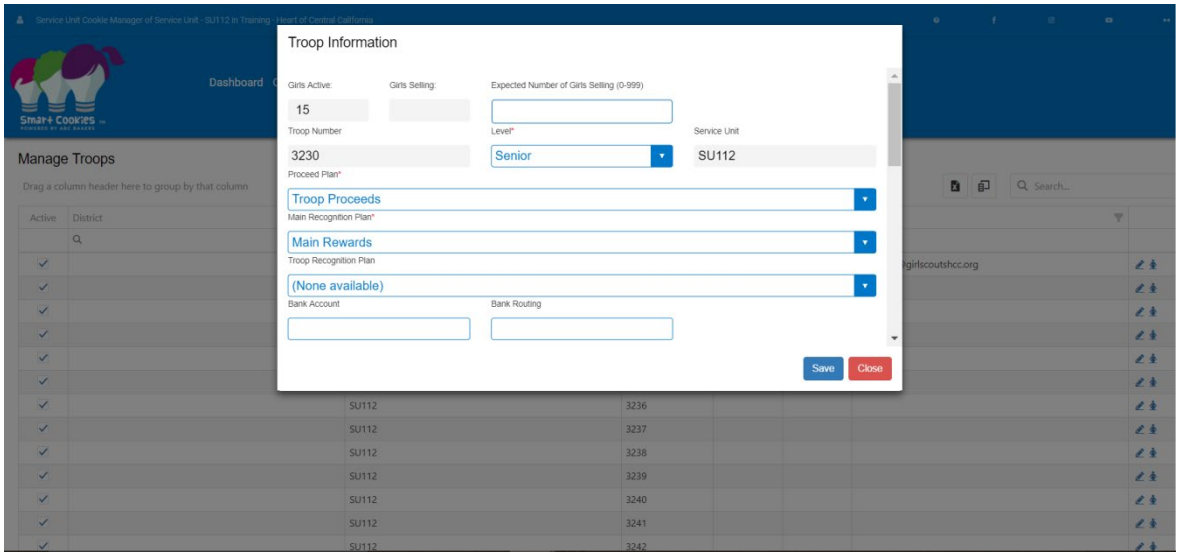
1. Log in to Smart Cookies (www.abcsmartcookies.com).
2. Go to **My Service Unit**; click **Troops**.



3. Use the **Troop** filter bar to search for the troop you are looking for and select the edit pencil.



4. Update **Proceed Plan**, **Recognition Plan**, and **Troop Recognition Plan**. Click **Save**. If a Troop Treasure isn't selected under Troop Recognition Plan, the troop will not be able to create a troop recognition order.



Recognition Plans cannot be changed once a recognition order has been created. For example, if a troop created a Main Recognition Order, then decided to change to Older Girl Proceeds, the plan cannot be changed following these steps. The recognition order will need to be deleted then the plan can be changed. After that is done, remind troops to create a new Recognition Order.