



Fall Product Program Troop Guide

Fall 2026





What is the Fall Product Program?

This program is an integral part of a Girl Scout's journey toward leadership, allowing participants to practice skills such as:

Goal Setting

Teamwork

Presentation Skills

Customer Service

Money Management

This is an easy, fun way to earn startup funds for your troop activities at the beginning of the Girl Scout year - don't miss out!



August 1	SUPPR Agreements due
August 14	TPM Agreements due
September 7 - 11	TPM/SUPPR Training in gsLearn
September 11	TPM/SUPPR access to M2OS
September 12 - 17	Girl/Caregiver Trainings by TPMs
September 17	Caregiver Permission Forms due to TPMs
September 18	Order taking begins – M2OS and Paper Order Cards
October 5	Paper Order Card ends – Turn in to TPMs
October 6	TPMs enter Paper Order Cards into M2OS by 10:00 p.m.
October 7	SUPPRs review/edit paper order cards in M2OS by 10:00 p.m.
October 26 – November 9	SUs receive nuts/candies and distribute to troops
November 9 - 17	Girl Delivery of nuts/candies
November 17	Fall Product Program ends – online orders end
November 17	Reward selections due in M2OS
November 23	ACH
January 4 - 11	Rewards delivered to SUPPRs

Getting Started - TPMs

1. Follow the link sent to your email address on September 11 to access the M2OS site. If you haven't received your email by Monday, September 14, contact your Service Unit Product Program Manager (SUPPR) or GSU customer service (info@gsutah.org)
2. Complete M2OS system training
3. Create your avatar
4. Launch the PAEC (parent/adult email campaign) to the Girl Scouts in your troop. This will send a login email to each of your girls' caregivers so they can set up their own sites in M2OS.



Personalized Patches & Rewards

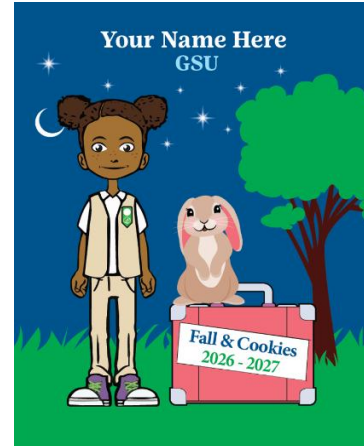
In the fall, Girl Scouts and leaders who create avatars and meet the criteria below will earn a patch with their very own virtual likeness on it!

Girl Scouts: Create your avatar, send 18+ emails, and sell \$375

TPMs: Create your avatar, send an email blast to the troop, and reach \$1,200 in total troop sales.

Check out the back of the nut/candy paper order card to see all the great rewards participants can earn this season.

When participants launch their online account, they can track progress and select rewards as they earn them.



Girl Scouts can also earn the
Cookie Program Crossover Patch

To earn:

2026 Fall Product Program: Create your avatar & send 18+ emails

2027 Cookie Program: Sell 400+ boxes of cookies

Care to Share

“Care to Share” or “Gift of Caring” is a great way for customers to give back to the community through donations of products. When ordering in-person or online, customers can choose to donate in \$7 increments.

Our council’s Care to Share items will be donated to the Utah Food Bank. For each \$7 donation, the Utah Food Bank will be sent one can of candy/nuts to be distributed through their Emergency Food Assistance program.

Donations are credited to the Girl Scout as normal sales and troops receive proceeds per donation sold, just like typical nuts and candies. Girl Scouts earn the Care to Share patch by receiving 8+ donations.



Participation Options



Product	Sale Type	Product	Delivery to Customers	Troop Proceeds
Nuts/ Chocolate	In-Person	Girl Scouts collect money from customers at time of delivery Caregiver or TPM enters orders into M2OS by October 6 at 10:00 p.m. Girl Scouts turn in money to troop	Delivered by Girl Scout to customers	20%
	Online Girl-Delivered	Girl Scouts create their personalized storefront in M2OS and send emails to friends and family Customers order and pay online Girl Scouts deliver products <i>Orders are automatically credited to the participants in M2OS</i>	Delivered by Girl Scout to customers (If a Girl Scout receives a delivery order they will not be able to deliver by November 17, they must contact M2 customer service by October 5 to cancel)	20%
	Direct Shipped	Girl Scouts create their personalized storefront in M2OS and send emails to friends and family Customers pay online, including the cost of shipping <i>Orders are automatically credited to the participants in M2OS</i>	Shipped directly to the customer (1-2 weeks standard delivery timeframe after order processing. Customers can choose to pay extra for expedited shipping)	20%
Mags & More	Online	Girl Scouts create their personalized storefront in M2OS and send emails to friends and family Customers pay online <i>Orders are automatically credited to the participants in M2OS</i>	Shipped directly to the customer (6-8 weeks standard delivery timeframe after order processing)	20%



Troop M2OS Access – In Depth



Troop Product Managers will receive an email invitation from M2 on September 11 that explains how to access the site and get started. Alternatively, visit gsnutsandmags.com/admin and select “Forgot Password.” If you still can’t access M2OS by September 14 or if you need further assistance, contact your SUPPR or M2 Customer Service.

You will be prompted to create a password and complete certain account information, as applicable - watch a short system training video (required), enter a mailing address, create your Avatar, and send access emails to the Girl Scouts in your troop using the Parent/Adult Email Campaign (PAEC).

You will be able to see a list of pre-uploaded Girl Scouts. Don’t worry if not all Girl Scouts show up on this list at the beginning of the sale. Any participants not pre-loaded can simply register once the sale begins at gsnutsandmags.com/gsutah. They will then be added to your troop roster once council confirms their registration.

Girl Scouts can launch their accounts beginning on September 18. Please note that the system will not accept any early participant activity; participants must wait until the sale launch date.

Participants can enter their own paper orders into their accounts through October 5. If they do not enter their orders, you will need to do so through your TPM account.

Adding Nut Paper Order Card Items into M2OS:

TPMs must enter any orders not entered by caregivers into M2OS. Leaders will not be able to enter orders until after the cutoff for girls (October 5).

1. Choose Paper Order Entry from your dashboard.
2. Click the Girl Scouts name to edit/enter orders.
3. DO NOT enter online girl-delivered products
4. Enter the total nut/candy items by variety from her paper order card. Click Update. Make sure the totals match.
5. There is no submit button! Orders are transmitted for fulfillment automatically after the cutoff date.



Troop Banking and Program Wrap-Up Money Collection

- Troops must have a troop bank account. Contact GSU's finance department at finance@gsutah.org for additional details or assistance.
- Payment is collected at the time of delivery.
- If a Girl Scout does not turn in money by the scheduled time, contact the caregiver immediately. Keep the Troop Leader/SUPPR informed of all contact attempts and document the information.
- If your troop decides to accept checks, make all checks payable to GSU or Girl Scouts of Utah. Be sure to have a phone number and driver's license number listed on the check. We recommend you only take checks from people you know and are comfortable contacting if there is a problem. If a check bounces after your troop order has been placed, the troop will be responsible for the cost of the ordered product.
- Deposit all money into your troop bank account and keep all deposit receipts!
- Amount owed to Council will be deducted via an ACH debit on November 23. Amount due is calculated automatically in M2OS.
- You can find your balance due by clicking the "Banking and Payments" link on your troop dashboard. You will see an overview of all sales and proceeds information for your troop. The "Reports" link shows even more detail. View the Troop Orders Report or download your troop's delivery ticket and toggle on financial information.
- Money for all online orders shows as already paid to Council and final ACH will be adjusted for the troop to earn proceeds on these sales.

Other Tips

- Once you've registered for M2OS, bookmark the login page so you can get back to it later. Once registered, you will not be able to use the link in your login email again to access the site.
- Only order the exact number of nut/candy items sold, as product cannot be returned to council. There are NO BOOTHS SALES in the Fall Product Program.
- Rewards are automatically calculated. Please note that rewards could take up to an hour to update after adjustments have been made to products sold.



Frequently Asked Questions

Products

- Remember, all product is automatically submitted for fulfillment. There is no “submit” button!
- Coordinate with your Service Unit Product Program Manager (SUPPR) to pick up your troop’s nut/candy items.
- If any product arrives damaged, reach out to the council and let us know.
- Print a delivery ticket for each participant’s order from your dashboard. After you have delivered the items to each Girl Scout, have their caregiver count/inspect each item and sign the delivery ticket for your records.

Deliveries

- Troops should make sure their Girl Scouts coordinate delivery of product with their customers. Happy customers become return customers!
- Girl Scouts/caregivers will receive an online report of orders with email addresses and phone numbers of their customers.
- Girl Scouts/caregivers may contact M2OS customer service for additional customer information if necessary for delivery.

Rewards

- Girl Scouts must make their rewards selections online by November 17
- If a participant does not make their selections, you may do so through the troop account until November 22
- Any selections not made by November 22 will automatically default to a set reward.
- Reward deliveries will be coordinated with your SUPPR in a similar fashion to products.





My Girl Scouts are attempting to register and get a “Campaign is Currently Unavailable” message.

Girl Scouts cannot begin online account registration until the program start date.

I entered the email addresses to send access notifications to the Girl Scouts in my troop. The site says, “Queued for Sending”, but how long does it take to send?

Access emails will not be sent to the participants until the start date of the program.

I am a Troop Product Manager and have a Girl Scout participating. Can I use the same email address for my TPM and Caregiver accounts?

Yes! You will be notified upon login as to which account you are signing on to. TPM accounts are accessed at gsnutsandmags.com/admin, and participating accounts are accessed at gsnutsandmags.com/gsutah.

One of my Girl Scouts received an online girl-delivered order that they are unable to deliver. How do I remove it?

The caregiver (or customer) will need to contact M2 Customer Service to have the order cancelled and removed from the system. This cancellation must be done before October 6. All orders not cancelled by that date must be delivered.

Questions?

- For questions regarding specific Council-related details, contact your Service Unit or local Council office.
- For questions regarding M2OS or other general sale questions, contact M2 Customer Support.

Service Unit Product Program
Manager (SUPPR)

Name: _____

Email: _____

Phone: _____

Girl Scouts of Utah

info@gsutah.org

gsutah.org

801-265-8472

M2 Customer Service

support.gsnutsandmags.com

800-372-8520

**We appreciate you! Thank you for being a vital part of
the Fall Product Program**