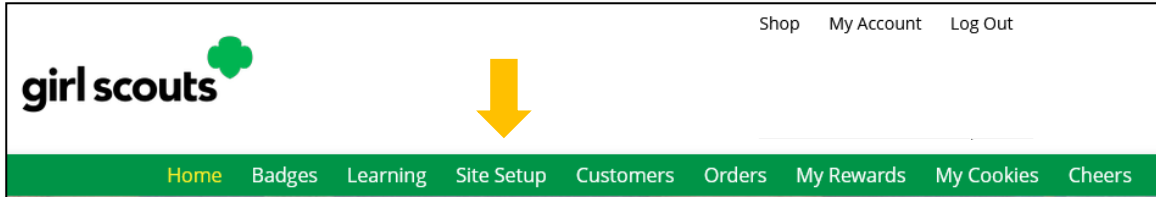


# Digital Cookie<sup>®</sup>

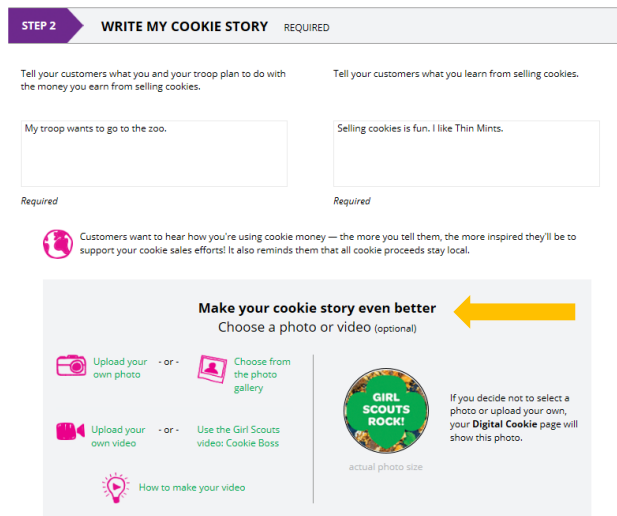
## Photo/Video Upload

Want to double or triple your sales? Let your customers see YOU!

**Step 1:** Caregivers and Girl Scouts can go to the Site Setup tab in their navigation bar. If they have already set up the site and published it, they will need to click on the Edit button at the top of the page.



**Step 2:** From there, scroll down to Step 2: “Write My Cookie Story.” The bottom half of that section, “Make your cookie story even better” is where Girl Scouts can show their cookie colors to their customers by uploading a photo or video.

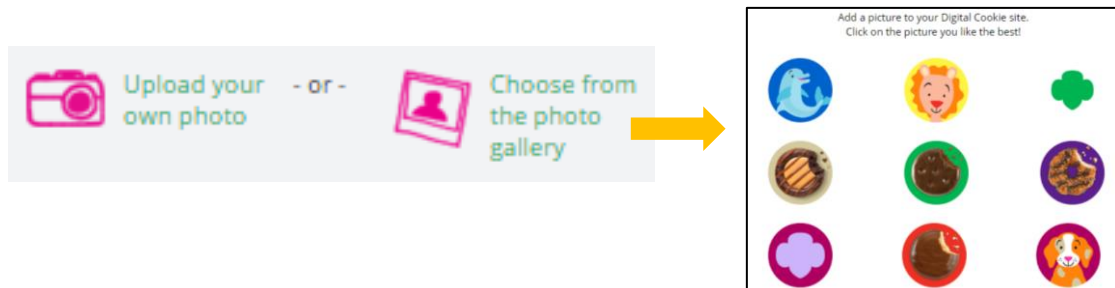


*On average, Girl Scouts who uploaded a photo sold almost twice as many cookies and those who uploaded a video three times as many packages as Girl Scouts who didn't upload anything!*

### To choose a photo

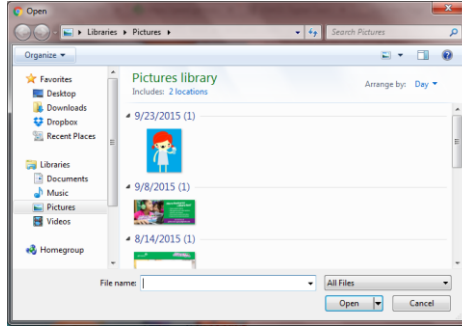
**Step 3:** Girl Scouts can choose to use a photo from the gallery already in Digital Cookie by clicking on “Choose from the photo gallery.”

Clicking on that gives them some images they can use.

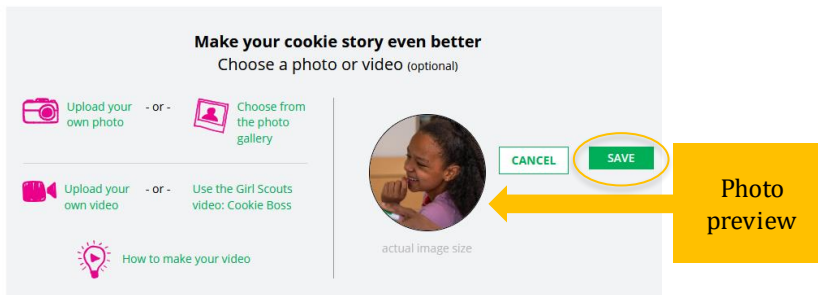


# Digital Cookie<sup>®</sup>

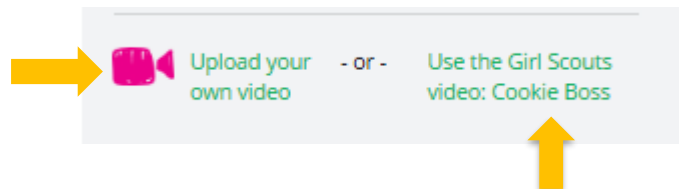
Or they can click “Upload your own photo” and search their own computer files for the photo they want to upload.



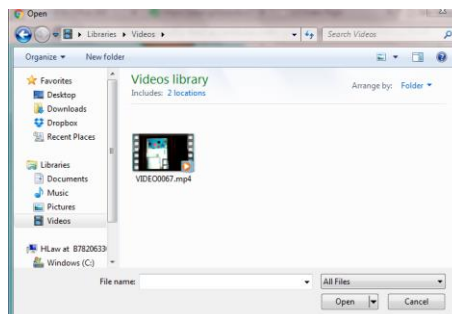
The photo will appear in the preview pane. You can choose to either “Save” and use it on your site, or “Delete” and start over with a new upload.



## To upload video

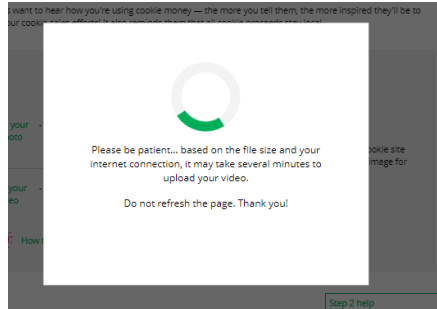


**Step 4:** Girl Scouts can use the *Cookie Boss* video already in Digital Cookie or they can upload their own video by clicking the “Upload your own video” link. Clicking the link will take them to their computer files to browse for the video they want to upload.



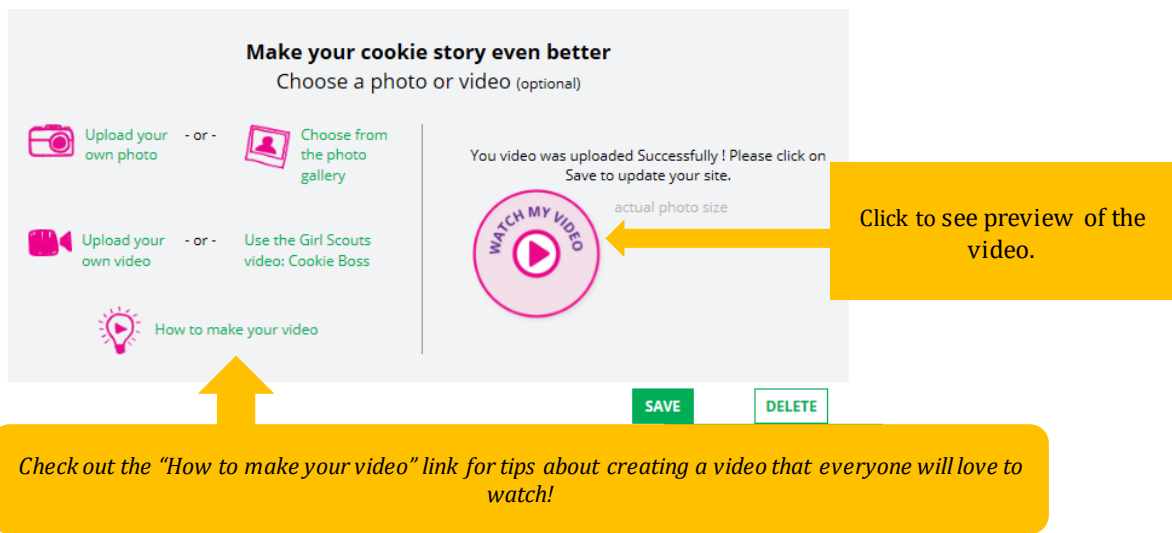
# Digital Cookie<sup>®</sup>

A spinner will appear while the video uploads

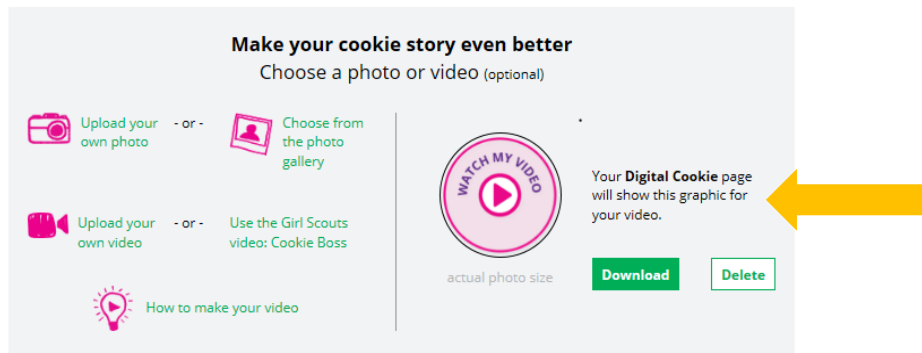


When it uploads, they will see a “Watch My Video” icon. Users can also click the graphic to see a preview of the video in a pop-up video window.

When Girl Scouts are satisfied with the video, they can click “Save.” If they don’t like it, they can click “Delete” which will remove it; they will need to re-upload using the “Upload your own video” link again.



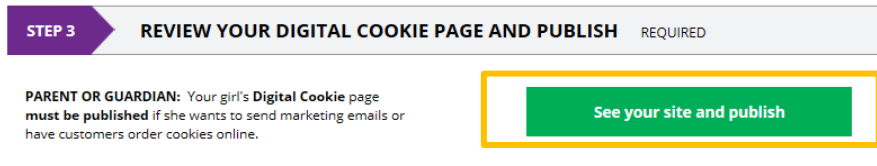
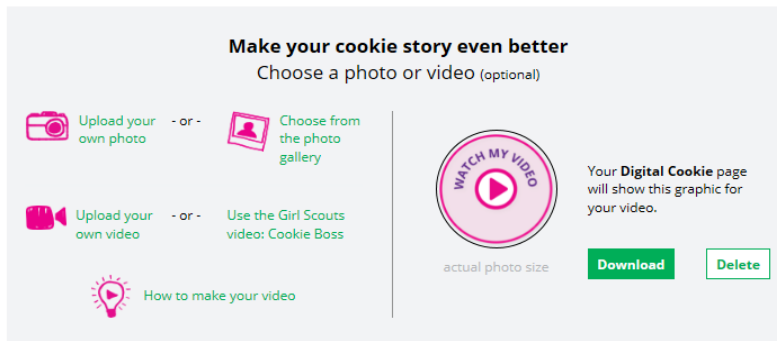
Once Girl Scouts have saved their video, they can click the green “Download” button to see it in a full page format.



# Digital Cookie®

When Girl Scouts 13 and under are satisfied with the photo or video, caregivers will click “See your site and publish.”

When Girl Scouts 13 or over are satisfied with the photo or video, they can click the “See your cookie page and submit for approval” button.



If Girl Scouts want to see the video again, they can click on it in their site preview.

