

Placing Unit Orders

Popcorn Kernels for each unit will be given materials at the Council Kick Off on August 25th. The front of this packet will contain instructions and your password to log on to the Trails End Website (www.trails-end.com). On this site you will be able to enter sales of each Scout and a spread sheet will assist you in making your unit order. Individual prizes can also be ordered from this site.

If you have any questions...help is available from the Illowa Council at (563) 388-7233.

To access the popcorn ordering system:

- 1- Go to the Trail's End Web page at http://www.trails-end.com
- 2- Click on the 'Leader's' tab
- 3- Click on the 'Popcorn System' link
- 4- Enter your user name and password you received in your packet.

(These will be new even if you were the popcorn kernel last year)

If you have forgotten your password scroll down the page to the appropriate link and request it be emailed to you.

If you have problems or have lost your information call your District Kernel to assist you.

* To Place a Unit Popcorn Order

- 1- Click on the 'Orders' dropdown from the menu bar
- 2- Choose the Order from the list you are ready to place. Examples: Show-n-Deliver or Take Order Sales
- 3- The system displays the Unit Popcorn Order Page for the Unit. Enter your quantities and submit to Council when complete.
- 4- Changes may be made to your order until the Council submission deadline.
- 5- To log out click 'Exit.

