



# Quick Bites



## Managing Recognition orders – Troop and Main

Log into Smart Cookies and navigate to Rewards -> Manage Recognition Orders. Select the Recognition Order to view or manage.

Recognition Order								
	District	SJ	Troop	Type	Date	Number	Status	
<input type="checkbox"/>	Shore Pines	Toms River Seaside Heights	80504	Main	January 6, 2025	0000005	COMPLETE	
<input type="checkbox"/>	Shore Pines	Toms River Seaside Heights	80504	Troop	January 6, 2025	0000006	COMPLETE	

**Recognition Order**  
Troop: 26 | Order: 0001571

Order Type: **Main**

DEADLINE: March 23, 2025 @ 11:59 PM      LAST EDITED: Admin Admin ON: September 28, 2022      STATUS: INCOMPLETE

Sort By: [dropdown]      Search: [input]

Allison Thomas	Packages sold: 673	UNREAD
Caitlin Blackwelder	Packages sold: 292	UNREAD
Maryssa Backstrom	Packages sold: 365	UNREAD

- MAIN REWARDS: these will now auto populate as girls reach the various reward levels.
- View girl orders any time by clicking on the pencil icon – any line with a red triangle indicates the troop needs to select sizes or choices for that girl.
- Click on the extras tab; any items here generate automatically. Repeat for each girl. Then SAVE.

Items      Extras

**Achievement Bar (1)**

400+ Achievement Bar

**Save**

- TROOP REWARD: There are choices needed for the troop reward. Make selections and then save choices needed.
- **Be sure to include # of girls selling plus 2 extra items for troop leaders!**

180.00 - 999.99  
Packages sold

Group 1

Goal Getter Patch      Quantity: 9

Manual

Bento Box      Quantity: 9

OR

Group 2

Goal Getter Patch      Quantity: [input]

Manual

Panda PomPom Beanie      Quantity: [input]

**Save**

**DO NOT SUBMIT ORDERS UNTIL THE END OF SALE AND AFTER ALL COOKIES HAVE BEEN ASSIGNED OR DISTRIBUTED TO GIRLS FOR MAXIMUM REWARDS. REWARDS STOP POPULATING WHEN ORDERS ARE SUBMITTED!!**