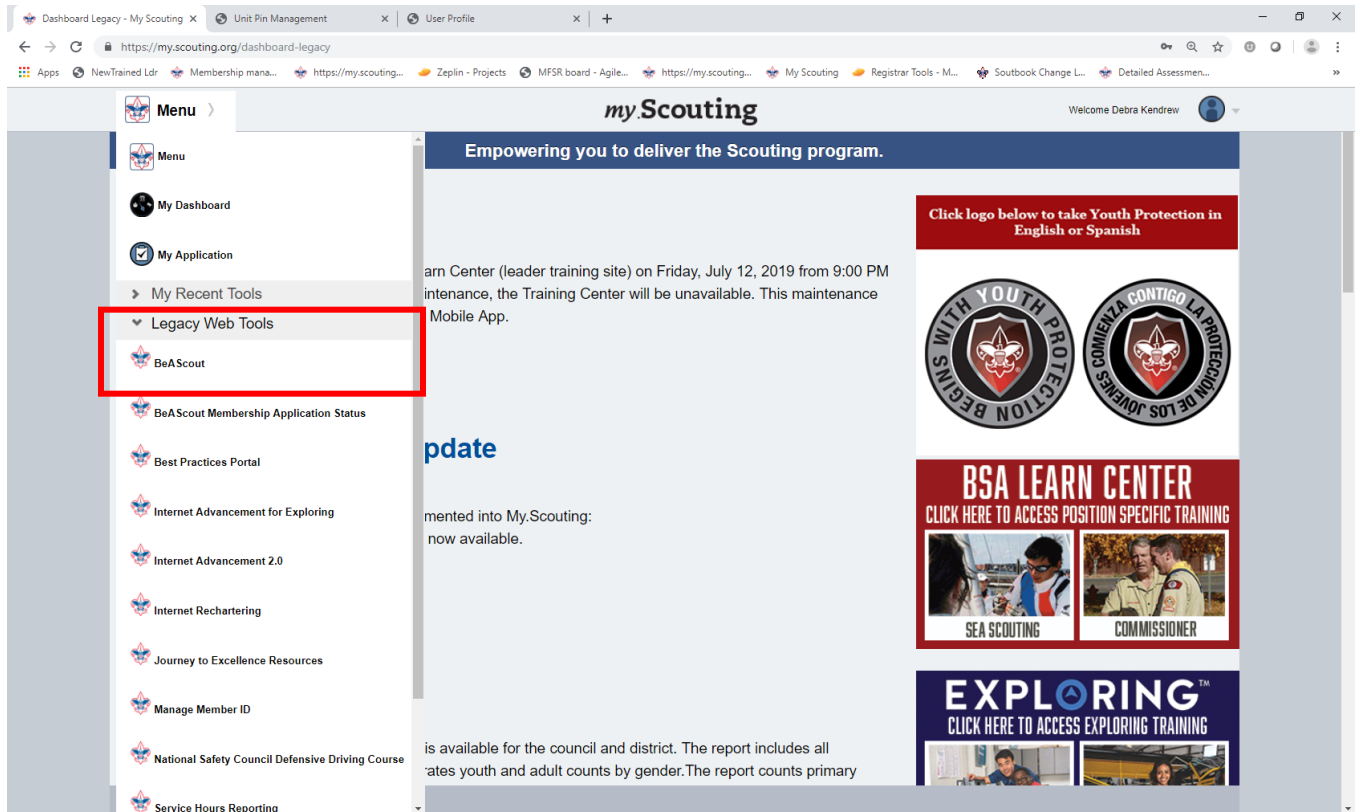


## BeAScout Unit Pin Management

- Unit Leaders have access to be able to update their Unit Pin. This is not restricted to the unit Key 3.

Log into my.Scouting and navigate in the dropdown Menu to Legacy Web Tools, BeAScout



This will open a window which is called Unit Pin Management

If you are a leader in more than one unit then the unit description will have a drop down where you can see the different unit pin management pages. Select the unit whose pin you want to update.

1. Place pin in Unit Pin Mode
2. Set Pin Status to Active
3. If your unit is willing to accept online Applications set the Apply Status to Active
4. If you unit has a website include this information
5. Choose a Primary Contact
6. Update the unit meeting address if it differs from your chartering organization address
7. Check what fields you want to display on your pin
8. And enter Additional Information that will help market your unit like meeting day and time

There is an overnight process that will run and update your changes.

**Unit Pin Management**

Unit Description :  
Crew 0425 National Council BSA

Unit Pin Mode : 1 Unit      Pin Status : 2 Active      Apply Status : 3 Active

Alternate Unit Description :      Unit Web Site : 4 www.crew425.com

Primary Contact Information

Primary Contact Person : 5 Debra Kendrew, 117907450 \*

First Name : Debra \*

Last Name : Kendrew \*

E-mail : debra.kendrew@scouting.org \*

Phone Number : 972 - 580 - 2000 \*

Unit Meeting Address

Address 1 : 6 Boy Scouts of America \*

Address 2 : 1325 W Walnut Hill Lane

City : Irving \*

State : TEXAS \*

ZIP Code : 75038 \*

Latitude : 32.8859664

Longitude : -96.9702699

7 Fields Displayed On Unit Pin

<input checked="" type="checkbox"/> Unit Description	<input checked="" type="checkbox"/> Unit Meeting Address
<input type="checkbox"/> Alternate Unit Description	<input type="checkbox"/> Phone Number
<input checked="" type="checkbox"/> Unit Web Site	<input checked="" type="checkbox"/> Additional Unit Information
	<input checked="" type="checkbox"/> Show Unit Information in Lead E-Mail

NOTE: If Council Information is selected, all e-mail notification shall be sent to the council e-mail address defined in BeAScout Administration.

\* Required fields

8

Crew 425 meets on the second and fourth Thursday of each month at 7:00 pm. Check out our website for a calendar of upcoming activities.

5 Characters left

If you are updating Pin information for a Pack then be sure to go to also navigate within my.Scouting to your pack in the drop down menu and select Organization Manager as well where you will indicate if your pack is participating in Family Scouting.



### Organization Manager

Once in Organization Manager select the settings tab and scroll to the bottom of the page where you will see Family Scouting. Opt-in and enter an effective date, then choose the gender of your dens.

As with the unit pin management it may take overnight for the changes to be reflected on the pin.

Organization Manager > myScouting Welcome Elmer Jewell

0399 (Saint Barnabas Methodist Church)

Welcome Emails

Enter Email Text

File - Edit - Insert - View - Format - Table - Tools -

Formats - **B** *I* [List icons]


badge required for that grade. Each scout "season" starts in August with an orientation for parents, Den assignments, and selection of leaders.

Our Pack is very active. In addition to regular Pack and Den meetings, we have 1-2 Pack activities every month. Scheduled activities include Fall, Spring, and Summer campouts, Arlington Parade of Lights, Pinewood Derby, Rain gutter Regatta, Blue and Gold Banquet, and much more. Also, we have several activities that we do each year to serve the community. Scheduled activities include volunteering at Ecofest Arlington, service project for SBUMC, Food Drive for Mission Arlington, and Toys for Tots.

Family Scouting

Family Scouting	<input type="text" value="Opt-In"/>
Family Scouting Effective Date	<input type="text" value="01/24/2018"/>
Unit Can Accept	<input type="text" value="Both Boys and Girls"/>

Unit Pin Sample:

- 1  **Pack 0399 Saint Barnabas Methodist Church** 0.3 miles  
5011 W Pleasant Ridge Rd  
Arlington, TX, 76016  
 **Dens for Boys or Girls**  
[Show Unit...](#)