

Griswold Scout Reservation – Summer Camp 2023

Troop Management Program – November 24, 2022

Introduction



This page is for the troops who are planning to come to 2023 summer camp at Griswold Scout Reservation.

Fundamental changes to 2022 Troop Registration.

1. Scout can sign up multiple events without creating duplicate scout entry to the system.
2. Troop can sign up multiple events without creating duplicate troop entry to the system.
3. B unit and G unit can be combined as one unit (recommended) if there is only one camp coordinator. Separate troop setup works fine with the new system.
4. Member list of Summer Camp 2022 is available online for a quick transfer.
5. Unlimited adult leaders are allowed to have its own account in the system. There are three security levels of Read Only, Read-Write, and Admin. Read only permission can only view the troop information. Read-Write permission allows limited update options.

Only scout leaders or contact person with the admin permission can change other adult leader's permission.

6. The new system provides who add, remove, or update troop information with audit trails. So, the camp coordinator sees how change what and when.

Suggested process – (Follow the sequence below.)



1. Login into the new system
2. Go to the Transfer tab and move scouts from the 2022 member list.
3. Go to the Member Profile tab and update member information or add new members.
4. Go to the Unit/Event tab to update troop information and select events to attend.
5. Go to the Event Signup tab to sign up scouts and scout leaders to a chosen event.

Go to “Transfer” tab to select members from last year.

The screenshot shows the 'Transfer' tab interface. At the top, there are navigation tabs: 'Transfer', 'Member Profile', 'Unit / Event', 'Event Sign Up', 'Audit Trail', and 'Peter J Romanowski'. Below the tabs, there are two columns for the years 2022 and 2023. The 2022 column contains a table with columns: Type, MemberName, DOB, Gender, and a checkbox. The 2023 column is currently empty. Between the two tables are buttons: 'Transfer -->', '<-- Remove', 'Select All', and 'Clear All'. The 'Transfer -->' button is highlighted with a red box.

2022	2023			
Type	MemberName	DOB	Gender	
Youth	Jake Barton			<input type="checkbox"/>
Youth	Nathan Burt			<input checked="" type="checkbox"/>
Youth	Patrick Condon		Male	<input checked="" type="checkbox"/>
Youth	Chad Koutlidas	2/14/2005	Male	<input checked="" type="checkbox"/>
Youth	Derek Langenau			<input type="checkbox"/>
Youth	Brian Le	11/2/2004		<input checked="" type="checkbox"/>
Youth	Kristof Lock			<input checked="" type="checkbox"/>
Youth	Dilan Patel			<input checked="" type="checkbox"/>
Youth	Wyatt Romanowski	9/15/2006	Male	<input type="checkbox"/>
Youth	Eiman To			<input checked="" type="checkbox"/>
Youth	Ben Warren	7/7/2007		<input type="checkbox"/>
Adult	PETE ROMANOWSKI			<input checked="" type="checkbox"/>
Adult	Mark Warren			<input type="checkbox"/>

Check the boxes on the 2022 member list and click the Transfer button.

The screenshot shows the 'Transfer' tab interface with members from both 2022 and 2023. The 2022 table has 5 members, and the 2023 table has 8 members. The 'Transfer -->' button is highlighted with a red box.

2022	2023			
Type	MemberName	DOB	Gender	
Youth	Jake Barton			<input type="checkbox"/>
Youth	Derek Langenau			<input type="checkbox"/>
Youth	Wyatt Romanowski	9/15/2006	Male	<input type="checkbox"/>
Youth	Ben Warren	7/7/2007		<input type="checkbox"/>
Adult	Mark Warren			<input type="checkbox"/>

2023				
Type	MemberName	DOB	Gender	
Youth	Nathan Burt		Male	<input type="checkbox"/>
Youth	Patrick Condon		Male	<input type="checkbox"/>
Youth	Chad Koutlidas	2/14/2005	Male	<input type="checkbox"/>
Youth	Brian Le	11/2/2004	Male	<input type="checkbox"/>
Youth	Kristof Lock		Male	<input type="checkbox"/>
Youth	Dilan Patel		Male	<input type="checkbox"/>
Youth	Eiman To		Male	<input type="checkbox"/>
Leader	PETE ROMANOWSKI		Male	<input type="checkbox"/>

Go to “Member Profile” tab to update member information and add new members to the troop.

The screenshot shows the 'Member Profile' tab interface. At the top, there are navigation tabs: 'Transfer', 'Member Profile', 'Unit / Event', 'Event Sign Up', 'Audit Trail', and 'Peter J Romanowski'. Below the tabs, there is a section titled 'Registered' with a table. The table has columns: Type, Name, DOB, Gender, Rank, Permission, and Email. To the right of the table is an 'Add Member' button. The 'Remove' and 'Edit' links for the member 'Brian Le' are highlighted with a red box.

Type	Name	DOB	Gender	Rank	Permission	Email	
Youth	Nathan Burt		Male	Unknown			Remove Edit
Youth	Patrick Condon		Male	Unknown			Remove Edit
Youth	Taewon Jin	4/3/1956	Male	Second Class		taewonjin@phoenixbc.com	Remove Edit
Youth	Chad Koutlidas	2/14/2005	Male	Unknown			Remove Edit
Youth	Brian Le	11/2/2004	Male	Unknown			Remove Edit
Youth	Kristof Lock		Male	Unknown			Remove Edit
Youth	Dilan Patel		Male	Unknown			Remove Edit
Youth	Eiman To		Male	Unknown			Remove Edit
Contact	Peter J Romanowski		Male		Admin	Troop0513@gmail.com	Remove Edit

1. You can edit member information by clicking “Edit” link in blue.
2. You can remove members by clicking “Remove” link in red.
3. You may add members by clicking the “Add Member” button.

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Transfer Member Profile Unit / Event Event Sign Up Audit Trail Peter J Romanowski

Registered

Type	Name	DOB	Gender	Rank	Permission	Email	
Youth	Nathan Burt		Male	Unknown			Remove Edit
Youth	Patrick Condon		Male	Unknown			Remove Edit
Youth	Taewon Jin	4/3/1956	Male	Second Class		taewonjin@phoenixbc.com	Remove Edit
Youth	Chad Koutillidas	2/14/2005	Male	Unknown			Remove Edit
Youth	Brian Le	11/2/2004	Male	Unknown			Remove Edit
Youth	Kristof Lock		Male	Unknown			Remove Edit
Youth	Dilan Patel		Male	Unknown			Remove Edit
Youth	Eiman To		Male	Unknown			Remove Edit
Contact	Peter J Romanowski		Male		Admin	Troop0513@gmail.com	Remove Edit

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Member Profile

Member Type: Youth

Scout Rank: Second Class

MemberName: Taewon Jin

DOB: 04/01/1956

Gender: Male Female

LastName: Jin

FirstName: Taewon

Entered By: Peter J Romanowski

Date Entered: 11/23/2022 9:13:00 PM

[Update](#) [Cancel](#)

Scout rank is required for “Frontier Program (1st year).

There are three member types. Youth, leader, and Contact. Contact person is a person who maintains camp registration and program signup works. Leader is the scout leaders who will attend the camp event with scouts

There are three security levels (permission) for adult members. Read only, Read-write, and Admin.

Leaders with the read only permission only see member information and camp event assignments.

Leaders with the read-write permission can update member information, add new members, and assign members to camp events.

Go to “Unit / Event” tab to update the troop information and select the camp week.

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Transfer Member Profile Unit / Event Event Sign Up Audit Trail Peter J Romanowski

Unit Title: Troop 513

Unit Type: Boy Troop (B Unit)

Troop State: MA

CouncilNo: Spirit of Adventure

DistrictNo:

[Edit](#)

First Week: Hidden Valley Scout Camp - Week 3 (Jul 9 202 - Jul 15 202)

Second Week: -- Select Event Week --

- Select Event Week --
- Hidden Valley Scout Camp - Week 1 (Jun 25 202 - Jul 1 202)
- Hidden Valley Scout Camp - Week 2 (Jul 2 202 - Jul 8 202)
- Hidden Valley Scout Camp - Week 3 (Jul 9 202 - Jul 15 202)
- Hidden Valley Scout Camp - Week 4 (Jul 16 202 - Jul 22 202)
- Hidden Valley Scout Camp - Week 5 (Jul 23 202 - Jul 29 202)
- Hidden Valley Scout Camp - Week 6 (Jul 30 202 - Aug 5 202)
- Hidden Valley Scout Camp - Week 7 (Aug 6 202 - Aug 12 202)
- Hidden Valley Scout Camp - Week 8 (Aug 13 202 - Aug 19 202)
- Camp Bell - Week 2 (Jul 2 202 - Jul 8 202)
- Camp Bell - Week 3 (Jul 9 202 - Jul 15 202)
- Camp Bell - Week 4 (Jul 16 202 - Jul 22 202)
- Camp Bell - Week 5 (Jul 23 202 - Jul 29 202)

Go to "Event Signup" tab to assign scouts and scout leaders to the camp event you picked.

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Transfer Member Profile Unit / Event **Event Sign Up** Audit Trail Peter J Romanowski

Member List

Hidden Valley Scout Camp - Week 3 Camp Bell - Week 4

Name	DOB	Gender	
Youth Nathan Burt		Male	<input checked="" type="checkbox"/>
Youth Patrick Condon		Male	<input checked="" type="checkbox"/>
Youth Taewon Jin	4/3/1956	Male	<input checked="" type="checkbox"/>
Youth Chad Koutlidas	2/14/2005	Male	<input checked="" type="checkbox"/>
Youth Brian Le	11/2/2004	Male	<input type="checkbox"/>
Youth Kristof Lock		Male	<input type="checkbox"/>
Youth Dilan Patel		Male	<input type="checkbox"/>
Youth Eiman To		Male	<input type="checkbox"/>

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Sign Up -->

<-- Remove

Select All

Clear All

Scouts can join both camp events.

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Transfer Member Profile Unit / Event **Event Sign Up** Audit Trail Peter J Romanowski

Member List

Hidden Valley Scout Camp - Week 3 Camp Bell - Week 4

Name	DOB	Gender		HV Week 3	CB Week 4
Youth Nathan Burt		Male	<input type="checkbox"/>	Youth Nathan Burt <input type="checkbox"/>	Youth <u>Chad Koutlidas</u> <input type="checkbox"/>
Youth Patrick Condon		Male	<input type="checkbox"/>	Youth Patrick Condon <input type="checkbox"/>	Youth Brian Le <input type="checkbox"/>
Youth Taewon Jin	4/3/1956	Male	<input type="checkbox"/>	Youth Taewon Jin <input type="checkbox"/>	Youth Kristof Lock <input type="checkbox"/>
Youth Chad Koutlidas	2/14/2005	Male	<input type="checkbox"/>	Youth <u>Chad Koutlidas</u> <input type="checkbox"/>	Youth Dilan Patel <input type="checkbox"/>
Youth Brian Le	11/2/2004	Male	<input type="checkbox"/>		Youth Eiman To <input type="checkbox"/>
Youth Kristof Lock		Male	<input type="checkbox"/>		
Youth Dilan Patel		Male	<input type="checkbox"/>		
Youth Eiman To		Male	<input type="checkbox"/>		

8

Sign Up -->

<-- Remove

Select All

Clear All

4

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Go to "Audit Trail" tab to see what changed when and by whom.

Hide Images

Transfer Member Profile Unit / Event **Audit Trail** Peter J Romanowski

Audit Trail

Type	Member Name	Transaction	Field	Old Value	New Value	Date	Updated By
Contact	Peter J Romanowski	Update	SecurityLevelNo	2	3	11/23/2022 10:19:00 PM	Peter J Romanowski
Contact	Peter J Romanowski	Update	SecurityLevelNo	3	2	11/23/2022 10:19:00 PM	Peter J Romanowski

Programmer's Notes

- Merit badge and outdoor activity sign up module are under revision and will be ready soon.
- Merit badge checklist will be available for both Hidden Valley and Camp Bell programs.
- Troop may have multiple contact persons to review and update member information more effectively.
- Adult members with admin permission can see and change another adult leader's password and can add youth and adult leaders to the troop list.
- Adult members with read-write permission can only add youth members.
- Contact Taewon Jin (Developer) via email if you experience issues or have bugs, concerns, or suggestions. Taewonjin@phoenixbc.com

Prepared on November 23, 2022