



Commissioner Technology Focus Group (CTFG) Status Report

February 11, 2021

As always, please share this widely with your Commissioners.

Updated Distribution List

Please continue to send updates to the distribution list for this periodic status report to rick_hillenbrand@alum.mit.edu.

Commissioner Tools Enhancements

- New **ASSIGNED AND UNASSIGNED REPORT** provides a list of all units, including expired units, with assigned/unassigned commissioner status. **This is a great place to look in one location for current charter renewal dates for the units in the selected district or council.** Further, it simplifies the REPORTS list by replacing four previous reports.

A Quick Review

It's always good to occasionally refresh our memory where certain features can be found in My.Scouting. Additionally, there have been changes this past year, some subtle. Here is a recap of some items that you might find helpful:

- Printing Unit Charters, Advancement and Activity Summary Reports. These moved to under the PRINT icon on the CONTACTS tab in Commissioner Tools. Once you select the unit of interest, hover over the PRINT icon and you will see the options to either print the unit's Charter, Advancement or Activity Summary Reports. Remember to select the date range of interest for both reports.

National Council, BSA 000

Organization Navigator SELECT ORG LEVEL

Create New Contact

Search

Old Dominion 24

Commissioner Tools

Organization Dashboard

Contacts

Roundtable

Print View History Add New Contact Show: All Units

Program	Gender	Unit Number	Chartered Org	Last Contact	Last Contact Score	Change in Score
Target	F	Pack 0088	Laurel Hill Ele	2020-10-12	3	0.3
Target	B	Pack 0150	Annandale Methodist Mens Fellowship	2020-05-26	1.5	0.5

- Membership Rosters. You may have noticed that regardless of whether you click on **Member Manager** or **Organization Manager** it takes you to the same place: **Organization Manager**. This is in part because the BSA IT group is renaming and reorganizing these functions, but this is where you go to get organizational rosters. Like many My.Scouting applications, the differences on what type of functionality that you see in **Organization Manager** are based on your role.



- Area, Regional and National level commissioners see Rosters and Reports.
- Council Commissioners and below also have a tab, AND THE ABILITY, to make changes to Unit BeAScout Pin settings. (For use when the unit needs a helping hand.)
- Unit Key 3 leaders additionally have a tab for changing the settings for Membership Applications, and the emails sent to applicants and online registrants. Note too, that from SETTINGS tab, Unit Key 3 can print their charter.

Unit Leader

Commissioners

Unit/District/ Council

Potomac 02

Unit Pin

Roster

Reports

Area/Regional/ National

National Council, BSA 000

Roster

Reports

- New this past year in the REPORTS tab is the Membership Totals Report (it replaced the District Totals Report that could only be run by a professional in ScoutNet).

Reports

Date: Date To:

From:

UNIT PIN This report lists unit pin data that will be displayed on BeAScout.org	Run
RECORD OF CHANGE The Record of Change report will give you a detailed list, for the date range selected, of all registration changes such as, new enrollment, transfers, drops, multiples, transfers etc. This report will report the members name, unit and status code.	Run
MEMBERSHIP TOTALS REPORT The Membership Totals Report returns a detail list of each active unit within the structure of the district or council. By unit, the reports give you demographic data such as the number of youth and adults, male and female along with the chartered organization and charter expiration date.	Run
EAGLE EXTENSION REPORT The Eagle Extension Report returns a list of all Youth Member who have been granted an Eagle Extension.	Run
CHARTERED ORGANIZATIONS REPORT The Chartered Organization Report returns a list of chartered organizations within the structure of the district or council	Run

- Sample Membership Totals Report (notice you can see the unit's charter expiration date in the far-right hand column)



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Council Sam Houston Area Council 576
Organization Name San Jacinto 98
Report Generated By Sidney Castillo
Date Report Generated 02/11/2021

Page 1 of 3
Unit-Based Membership Totals Report

This information is to be used only for authorized purposes on behalf of the Boy Scouts of America.

Records: 59

DistrictName	Unit	Gender	Chartered Org	Male Youth	Female Youth	Total Youth	Male Adults	Female Adults	Total Adults	Expire Date
San Jacinto 98	Crew 6		Forest Bend Homeowners Association Inc	7	3	10	9	5	14	12/31/2021
San Jacinto 98	Crew 388		South Main Baptist Church	4	1	5	1	0	1	12/31/2021
San Jacinto 98	Crew 713		Muslim American Society	13	0	13	2	0	2	12/31/2021
San Jacinto 98	Crew Total	3		24	4	28	12	5	17	
San Jacinto 98	Pack 16 B		Garden Villas Community Center	5	0	5	1	3	4	12/31/2021
San Jacinto 98	Pack 95 F		Seabrook United Methodist Church	30	4	34	4	5	9	12/31/2021
San Jacinto 98	Pack 128 F		Hope Community United Methodist Church of Pasadena	8	1	9	5	3	8	12/31/2021

- District-wide Unit Key 3 Roster and Contact Info. This is easy to forget, because this report is called District Contact Report and is found in the Reports tab of **Training Manager**.

[Go Back](#)
my.Scouting | Training Manager
Welcome, Harry Drew

Flaming Arrow 88
[SELECT ORG LEVEL](#)

☐ Show Staff Only

Reports

Flaming Arrow 88

Training Manager

Dashboard

Add/Search

Quick Search

Reports

DISTRICT CONTACT REPORT

Identifies the Key 3s in each unit in the district, including contact information and YPT status. Name, position, primary phone number, primary email address and YPT status.

[Run](#)

NOT TRAINED REPORT (TRAINER LEADER STATUS)

Only lists members who are not position trained in selected org.

[Run](#)

TRAINED LEADERS REPORT

Lists each member's position trained leader status in the selected organization.

[Run](#)

YOUTH REPORT
[Run](#)

- Sample District Contact Report:



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Unit-Based Membership Totals Report

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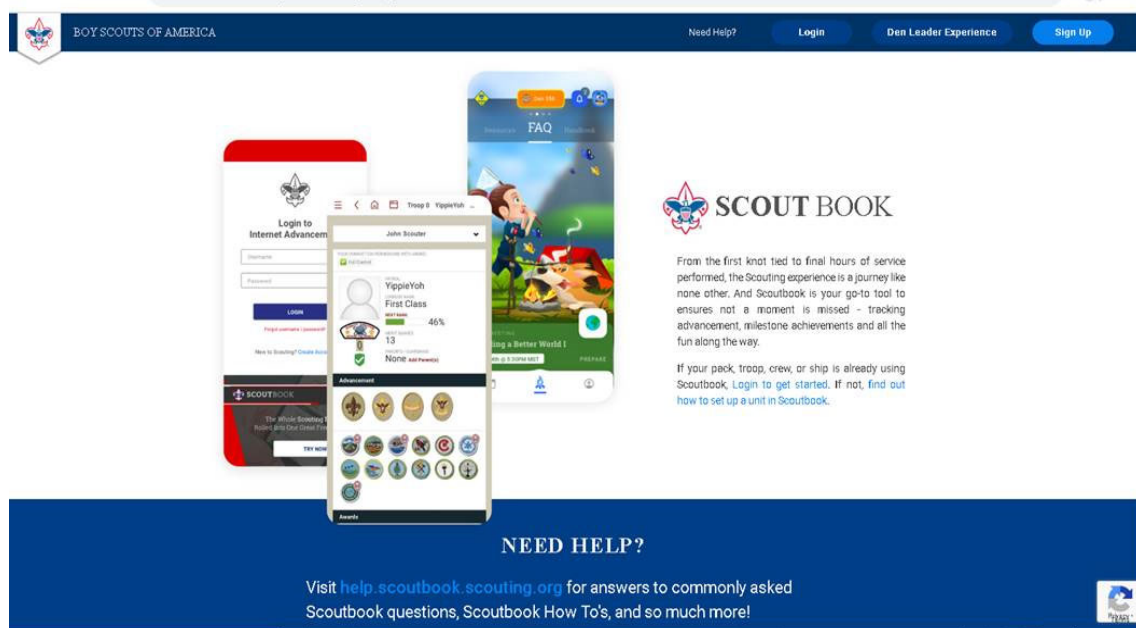
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Scoutbook

Although Scoutbook is a UMS (Unit Management Software), commissioners like to keep abreast of what has changed so they can make sure their units are aware.

- On Feb 1, 2021, any remaining unregistered merit badge counselors were removed from Scoutbook. Also, the ability of units to change which Merit Badges are approved for Merit Badge Counselors was removed. After Feb 1, the only MBC positions that will come into Scoutbook will come via ScoutNET, and their approved merit badge listing will come in via ScoutNET or via a council upload. Advancements the MBCs have previously approved will remain. This primarily affects councils who have not uploaded their MBC list to Scoutbook.
- Effective March 1, 2021, Scoutbook's invite process will require a BSA issued MemberID and current registration check for any adult leader being invited to connect with the unit. Prior to March 1, unit leaders should check their rosters in Member Manager to ensure all adult leaders listed in Scoutbook are also registered on the official roster or otherwise with the BSA. (Otherwise, they will be purged from unit leader roster(s)). Action should be taken with the local council to ensure all adult leaders are registered with the BSA.
- Scoutbook is preparing a new landing page that will look like the screen capture are below. We do not have an expected release date.



The Commissioner Technology Focus Group