

Allocating or adjusting individual Scout sales in preparation for the end of the 2019 sale.

From the Trail's End Unit Leader portal:

1. Select 

2. Scroll down to Sales per Scout.

Scout Name	Worked Storefront Hours	Future Storefront Hours	Total Storefront Hours	Storefront Sales	Wagon Sales	Online Sales	Sales Adjustment	Total Sales	Scout Goal
A	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
B	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
C	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
C	13	0	13	\$1,212.00	\$60.00	\$0.00	\$0.00	\$1,272.00	\$0.00
J	18	0	18	\$3,182.00	\$200.00	\$0.00	\$0.00	\$3,382.00	\$3,500.00
J	6	0	6	\$455.00	\$0.00	\$0.00	\$0.00	\$455.00	\$5,000.00
J	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals	192.5	0	192.5	\$23,777.00	\$3,303.00	\$80.00	\$0.00	\$27,160.00	\$33,500.00

3. Go to Sales Adjustment.

Trail's End

Invite Your Scouts ORDER POPCORN Hello, Sean!

Month

Sales per Scout

Scout Name	Worked Storefront Hours	Future Storefront Hours	Total Storefront Hours	Storefront Sales	Wagon Sales	Online Sales	Sales Adjustment	Total Sales	Scout Goal
Ay...	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Br...	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Co...	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cr...	13	0	13	\$1,212.00	\$60.00	\$0.00	\$0.00	\$1,272.00	\$0.00
Ja...	18	0	18	\$3,182.00	\$200.00	\$0.00	\$0.00	\$3,382.00	\$3,500.00
Jo...	6	0	6	\$455.00	\$0.00	\$0.00	\$0.00	\$455.00	\$5,000.00
Ju...	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals	192.5	0	192.5	\$23,777.00	\$3,303.00	\$80.00	\$0.00	\$27,160.00	\$33,500.00

Sales by Product

Product	Storefront Qty	Storefront Sales	Wagon Qty	Wagon Sales	Total Qty	Total Sales
Helpful Guides ^ % of Sales						

4. Click the EDIT icon (pencil in the square) to open the field so that you can adjust the sales numbers. Repeat for each Scout as needed.

Sales Adjustment

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

Sales Adjustment

0

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

NOTE: You cannot exceed what the Trail's End system shows that you have had on hand for your Unit's Show and Sells.