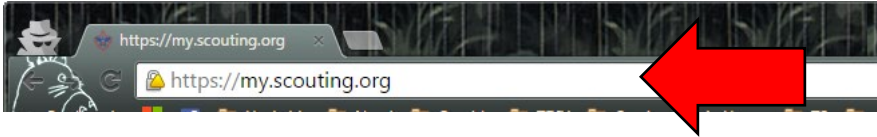
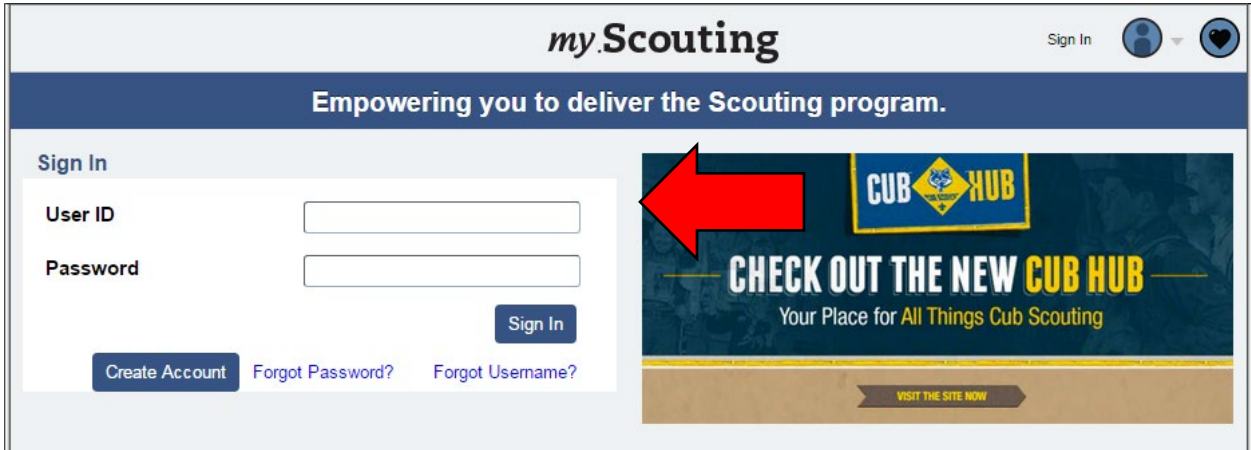


How to access your unit's roster on My.Scouting.org

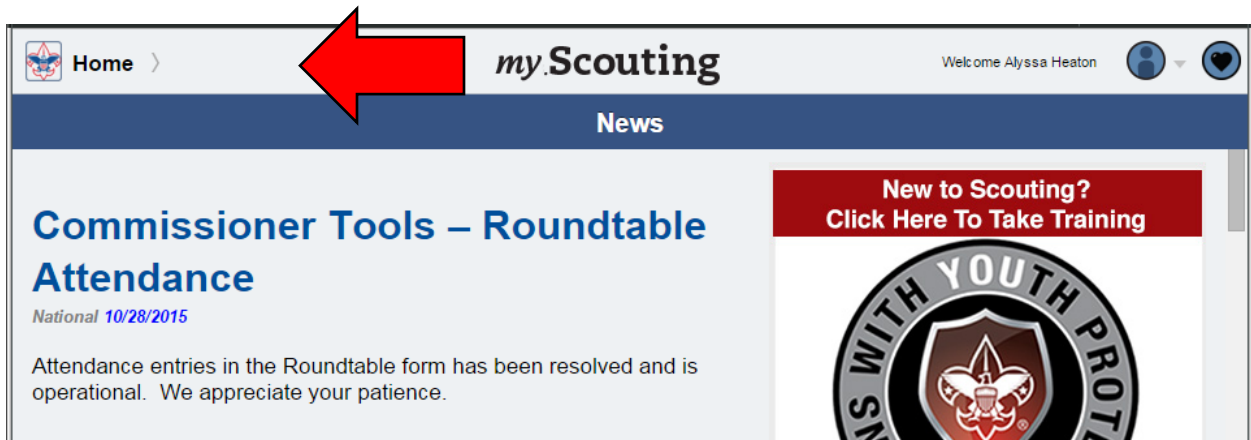
1. In your internet browser (Chrome or Firefox preferred) enter my.scouting.org



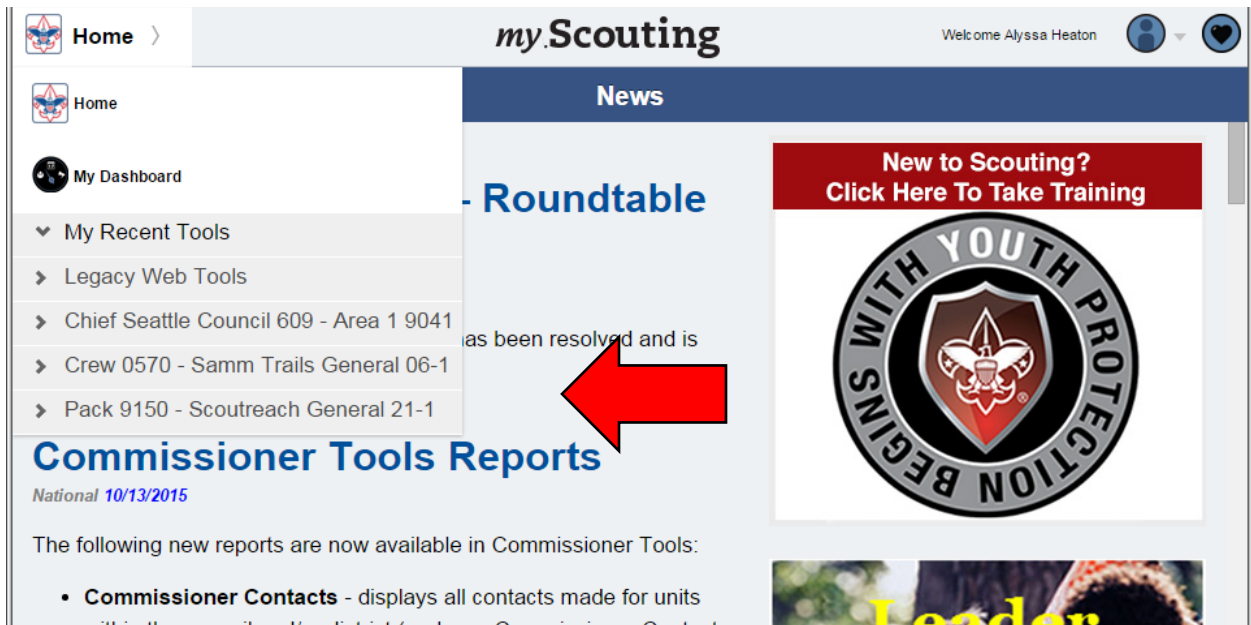
2. Enter your login information to open your account.



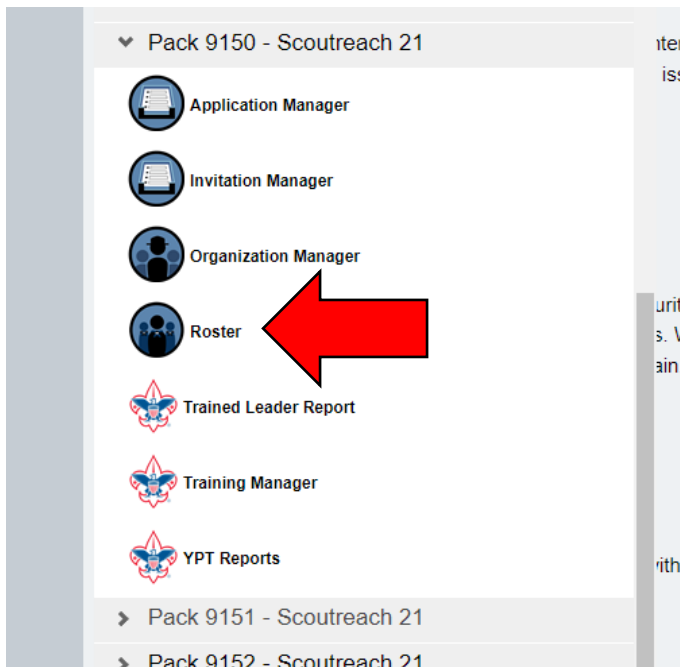
3. After logging in, click the Home icon.



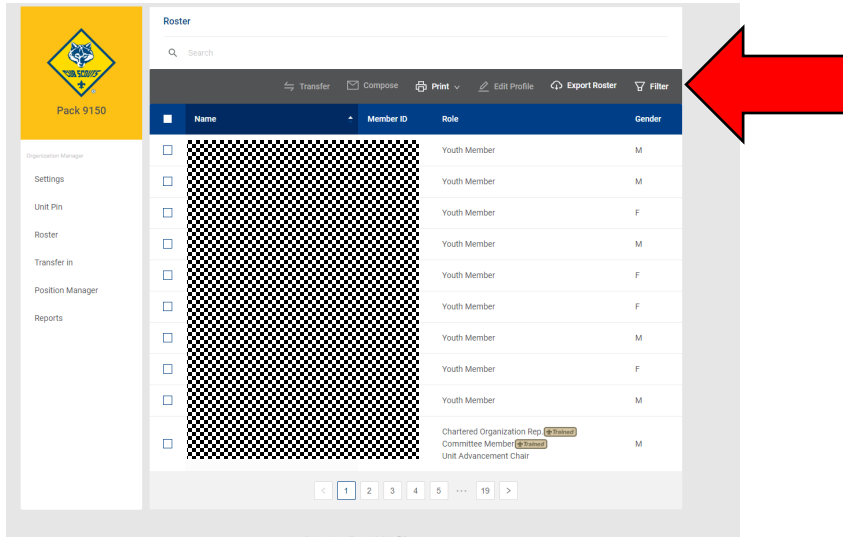
4. Select the unit you wish to run reports for.



5. Once you have selected your unit, the dropdown menu will expand, so you can select *Roster*.



6. In the Roster, you can *Filter* for only youth, only adults, or only your Key 3 (the unit leader, committee chair, and chartered organization representative).



7. From the roster, you can select *Print* to print *Membership Cards* or the *Youth Member Age Report*.



8. *Export Roster* will give you a complete roster with adult addresses, emails, and phone numbers (NOT for youth).

BOY SCOUTS OF AMERICA® Roster Report

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Council Chief Seattle Council 609
 District Scoutranch-21
 Organization Name Pack 9150 (P), Magnuson YMCA
 Spin Type Code 0418
 Tenure 64
 Report Generated By Sara Mitchellberry
 Date Report Generated 09/14/2022

Export to CSV Export to PDF

RELOAD

Page 1 of 13 GO

Records: 192

Member ID	Profile	First Name	Middle Name	Last Name	Suffix	Position Name	Street	City	State	Zip	Email	Phone	Registration Expiry Date	Membership Status
14187018						Youth Member			WA				12/31/2022	New
14188818						Youth Member			WA				12/31/2022	New
14188998						Youth Member			WA				12/31/2022	New
14188819						Youth Member			WA				12/31/2022	New
13065523						Youth Member			WA				12/31/2022	New
14188994						Youth Member			WA				12/31/2022	New
18092118						Youth Member			WA				12/31/2022	New
14188944						Youth Member			WA				12/31/2022	New
14188820						Youth Member			WA				12/31/2022	New
112753430						Chartered Organization Rep			WA				12/31/2022	Multiple

9. You can select particular members, and then *Edit Profile* – this allows editing contact information (you can see youth contact information, though it does not display in the report).

my.Scouting | Organization Manager

Search

Transfer Compose Edit Profile Export Roster Filter

<input type="checkbox"/>	Name	Member ID	Role	Gender
<input checked="" type="checkbox"/>			Youth Member	M
<input type="checkbox"/>			Youth Member	M