

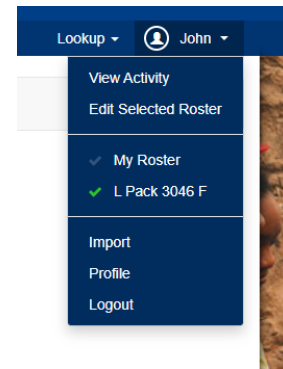


# 2023-2024 Post Membership Charter Report

## Accessing your 2023-2024 Post Membership Charter Report

### Log in to the Scouting Event System

- Go to <https://scoutingevent.com/?OrgKey=BSA250&reservationFromEmail=true&myRoster> and log in with your Scouting Event email and password.
  - You can also log in from the event page.
  - This login is not tied to My.Scouting or Scoutbook.

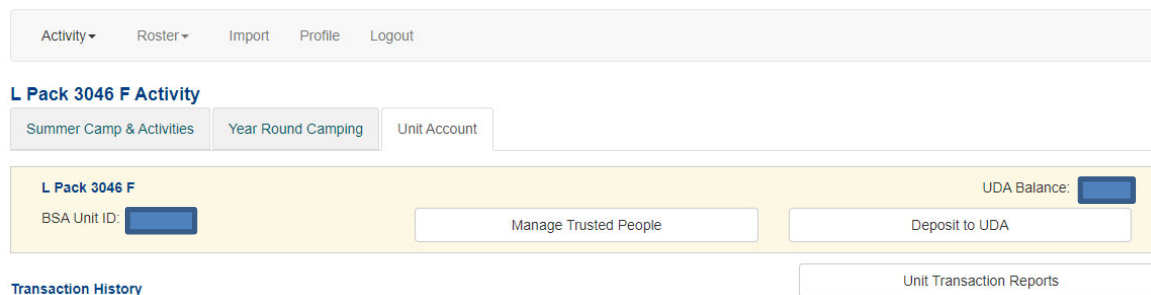


### Select Your Unit

- Select your Post from the drop down underneath your name.
  - Make sure the green checkmark shows up next to your Post.
- Click “View Activity”.

### Access Your Report

- Click on the Unit Account tab.
  - Committee Chairs will have a “Manage Trusted People” button on this screen.
  - Users must have permission to “View unit transaction history” to access reports.



- Click “Unit Transaction Reports” to open up the report menu.
  - Select “Unit Membership Charter” to view everyone who has gone online to register/renew for the 2023-2024 Scouting year.



**Welcome to Scouting!**

For questions please contact 612-261-2300

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