Instructions for using BlackPug (BPS)

REGISTRATION
No unit registrations should be done in Blackpug until the site deposit is done. This may be done at the same as Scout registration.

Follow the summer camp registration link on our website. Mayflowerbsa.org/summercamp

Select the camp you would like to attend.
Select the week.

You will be asked to set up an account the first time you use the Blackpug system (BPS).

Choose create an account then look for the email from 247scouting to confirm your account is set up.

Go back and log in. You may now use this login for all your registrations on BPS.

**We suggest using a unit email rather than a personal email so as leadership changes access will still be available.

Start your registration by entering the number of Scouts/Leaders for each category.
Click this green button to continue.

Enter your unit information before adding any Scout information.

If you select Mayflower Council, you will be prompted to add your unit information from the list.

The person listed as the Registration Contact will receive all emails.

Now start to enter your Scout(s) information by clicking Update information or select from your roster. If the Update Information button is red, additional information is needed.

You may modify a registration through Update information.

Be sure to save.

CAMPERSHIP
If your Scout is awarded a campership, an email will be sent to the parent with a voucher code. This field will only show up if the camper has been awarded a campership.

The campership link is on the registration page.

Camperships cannot be transferred.

Names on campership application and registration must match exactly to apply a voucher.

Change Information for Scouts BSA Youth

First Name
First Name

Last Name
Last Name

Email Address ?
Email Address

Gender
Select Gender

Birth Date
mm/dd/yyyy

Vouchers Summer camp
Voucher Code

To apply for a campership go to our website: mayflowerbsa.org/summercamp or copy and paste this link: https://247scouting.com/forms/251-2021CampershipApplication . The committee will review your application and if approved, an email will be sent notifying you of the amount awarded and the voucher code to enter at check out. THE NAME ON THE CAMPERSHIP APPLICATION AND THE REGISTRATION MUST MATCH EXACTLY.

Please use this link to notify us of any dietary concerns:: https://www.emailmeform.com/builder/form/0Ymcbda0Rg02sj The link is also on our website under resident summer camp.

BOY SCOUTS OF AMERICA®
MAYFLOWER COUNCIL

Campership Summer Camp 2021

The purpose of the campership program is to provide financial assistance to deserving campers who would otherwise not be able to afford the camp attendance fees. The Mayflower Council, in administering funds provided by concerned individuals, foundations, and others, will act as good stewards by offering careful judgment in providing camperships and will act in complete confidence. All applications must be received by June 1, 2021 to be considered. Camperships are awarded based on need and first come, first serve or until funds are exhausted. While the Mayflower council seeks to assist as many campers as possible, there is no guarantee of campership awards.

2021 Mayflower BSA Campership Application

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Please fill out form completely to prevent delays in processing

*Parent Full Name ?

*Email Address   Email Address

Camper's first and last name on campership request form must match registration exactly or the campership will not apply. For instance, if the campership request form uses Bobby, the registration must also use Bobby, not Bob or Robert.

MODIFY REGISTRATION

If you need to modify your registration, click the arrow to see your options.
Add more Scouts
Change from a Scout type to another, etc.

PAYMENT

When making a payment you can choose what registrants to apply payment toward. This helps you to track who has paid.

Be sure to save.

MERIT BADGES

Click on participant

Select classes.

Click on the merit badge from the right column to add and from the left to remove it.

You may click on View all classes to see the full catalog of merit badge offerings.

Be sure to save.

Registrations are not saved until checkout is complete.

REPORTS

The reports tab allows you to print reports for your unit.

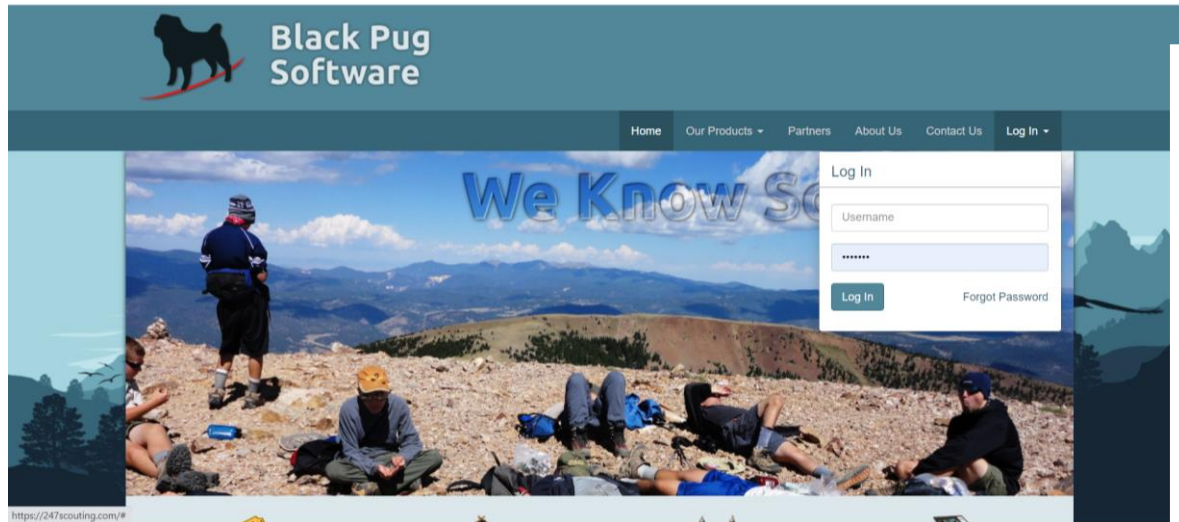You will also see your Scouts completion records.
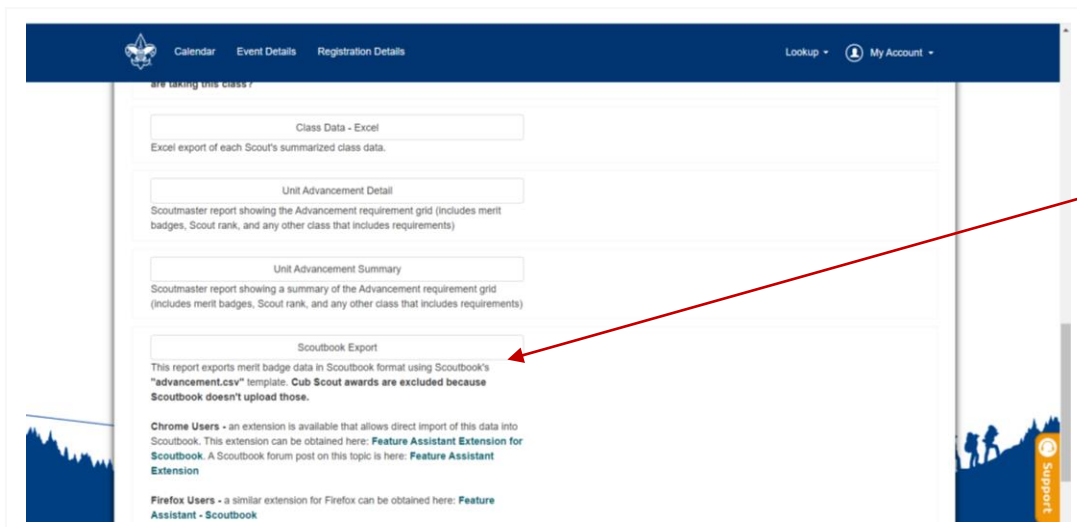
BPS has the option to upload Scout's completion records directly to Scoutbook. Under Reports are additional instructions. These are completion records only, no member data is updated.

Here are some helpful videos:

- Entering a registration : https://www.youtube.com/watch?v=cWKUAG3H8cE
- My account basics : https://www.youtube.com/watch?v=7wa1CXDLz48&t=1s
- Council imported roster from Scoutnet: https://www.youtube.com/watch?v=OokjHjndF2w&t=108s
  Rosters have been imported from Scoutnet to BPS. Specific member information cannot be updated in BPS. Information must be updated in Scoutbook (to Scoutnet) and will appear in BPS after the next upload. New Scouts may be added manually in BPS but this does not update Scoutbook or Scoutnet.
- Import personal roster: https://www.youtube.com/watch?v=ooNOUe81q9o
  Note- this **does not** update Scoutbook or Scoutnet, this is just for your use in BPS.
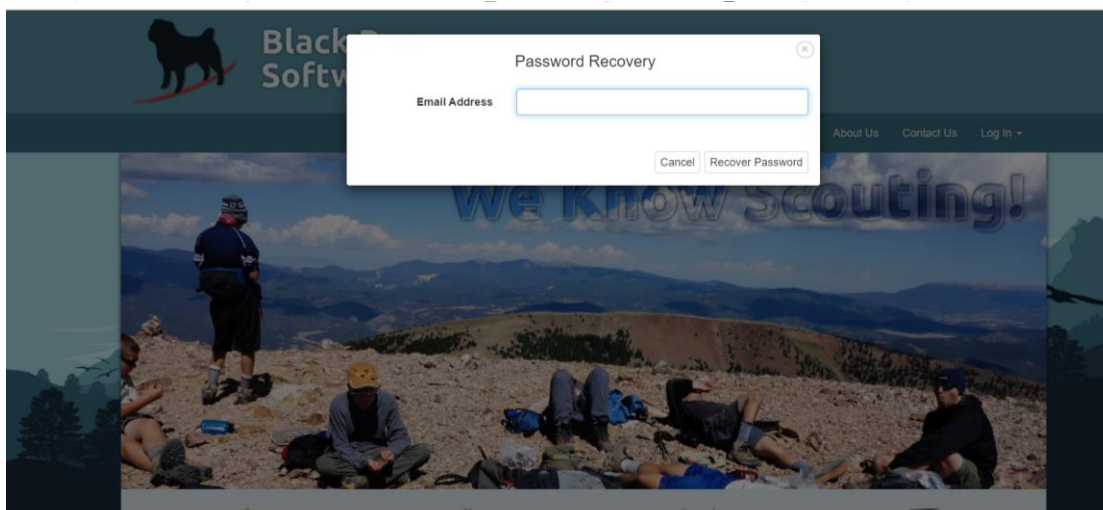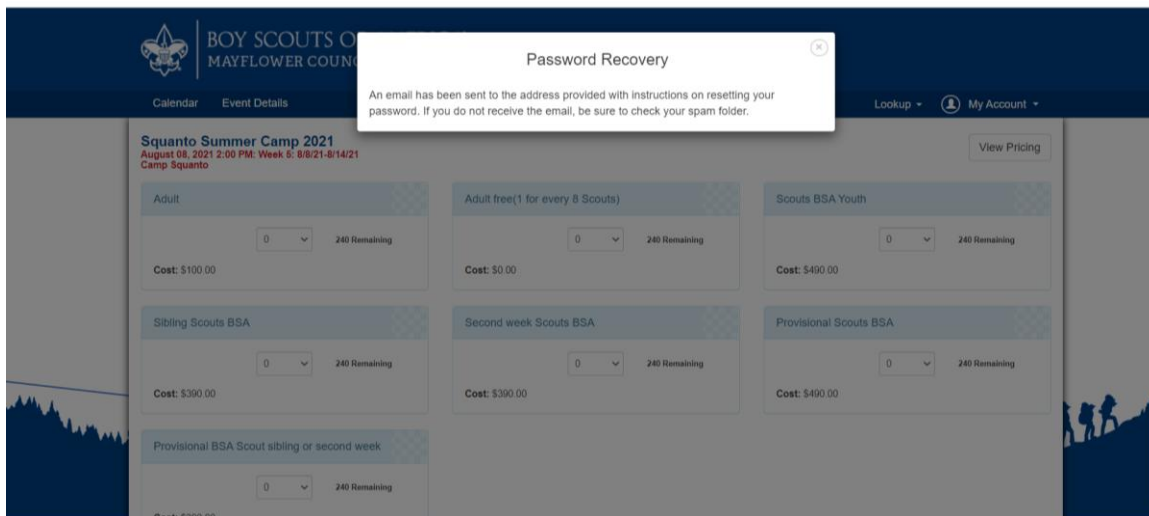- Selecting merit badges: https://www.youtube.com/watch?v=Tat1XJ2UF-U
- Customer reports: https://www.youtube.com/watch?v=rsaDY-Llvu0&t=3s

Blackpug instructions to lookup a registration, resest a password and run completion reports
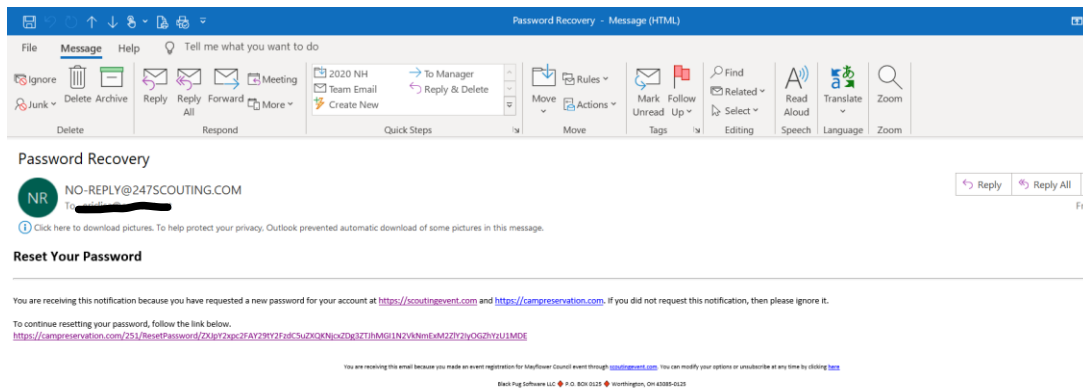

Go to
https://247scouting.com/

Log in to your Blackpug account

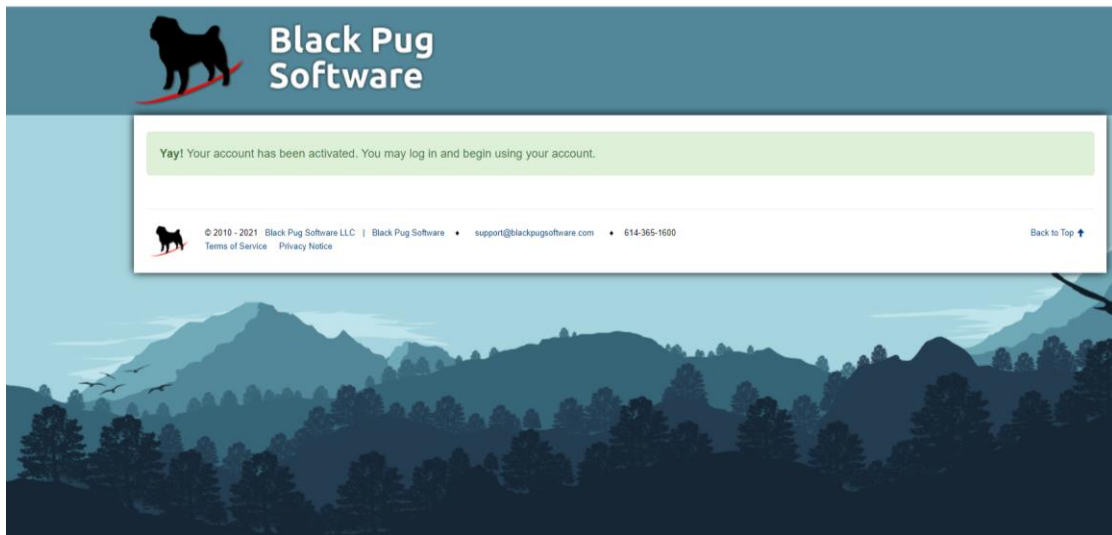If you forgot your password, click "Forgot password"

Enter your email address

Look for an email from
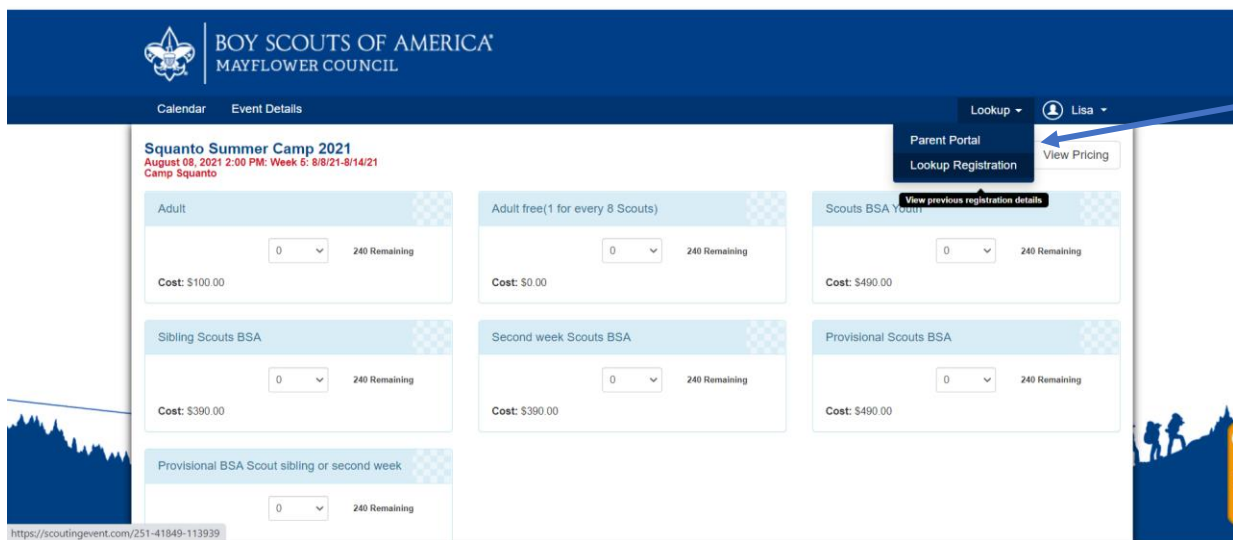
NO-REPLY@247scouting.com.

If you do not see it, be sure to check your spam folder.
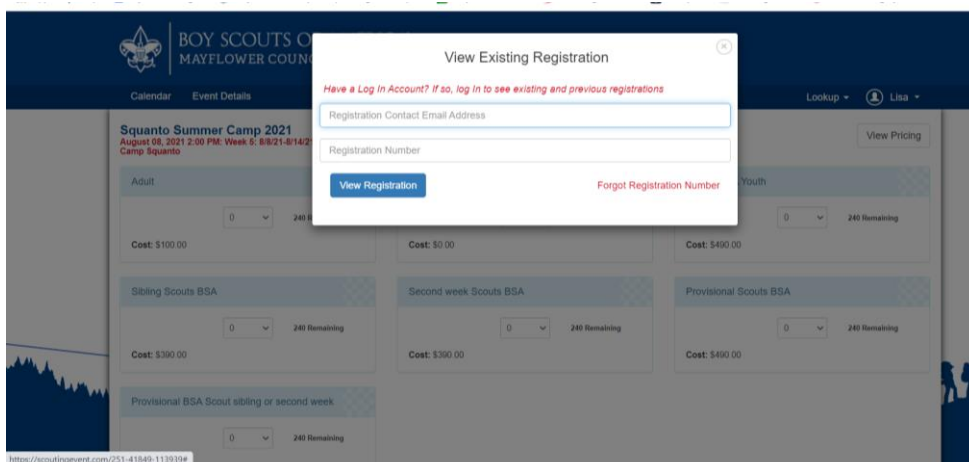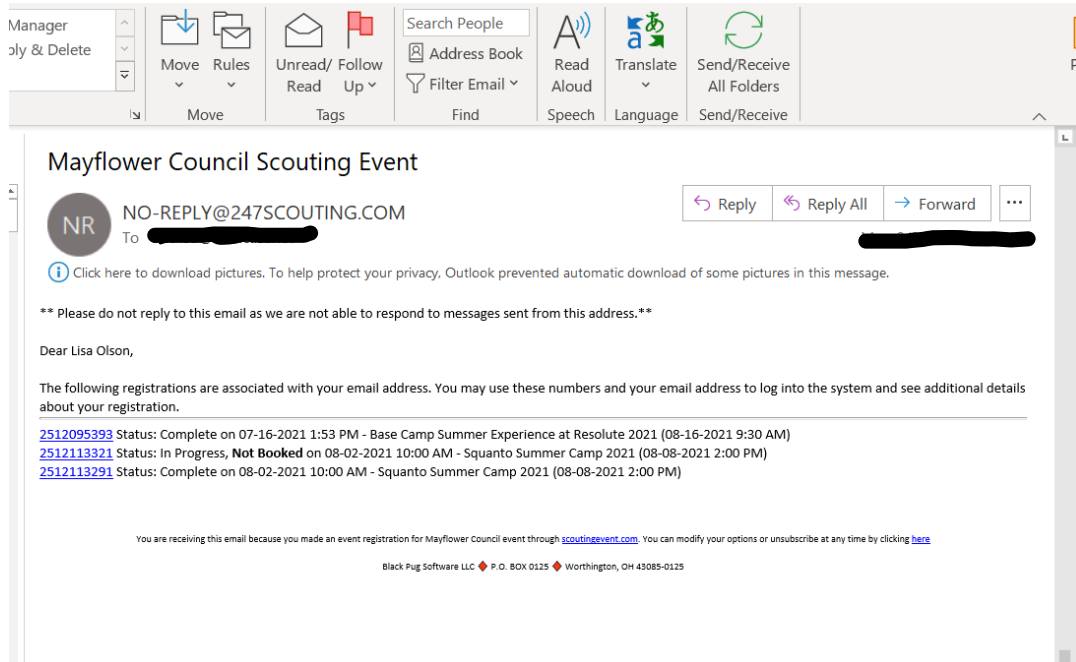
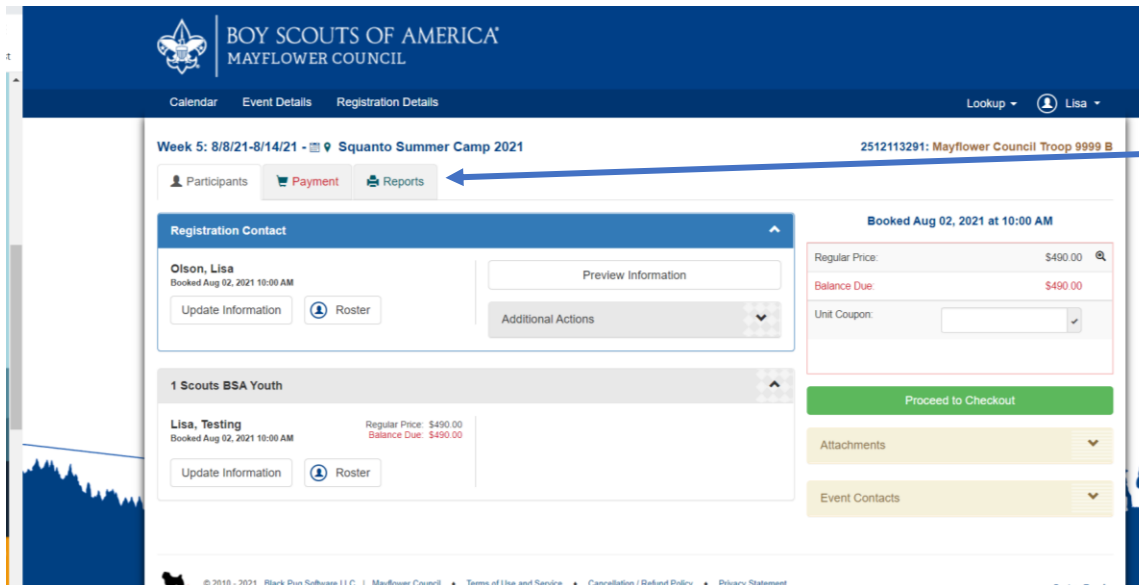Follow the link and reset your password.

Log in to your Blackpug account.

Click "Lookup Registration"

Enter the email address and registration number. If you forgot the registration number, click "Forgot registration number".

An email will be sent from NO-REPLY@247scouting.com listing all your current registrations. Click on the registration you want to go to.

When you log in, you will see your camper's information and 3 tabs.

To see what completions were recorded, click on the "Reports" tab.
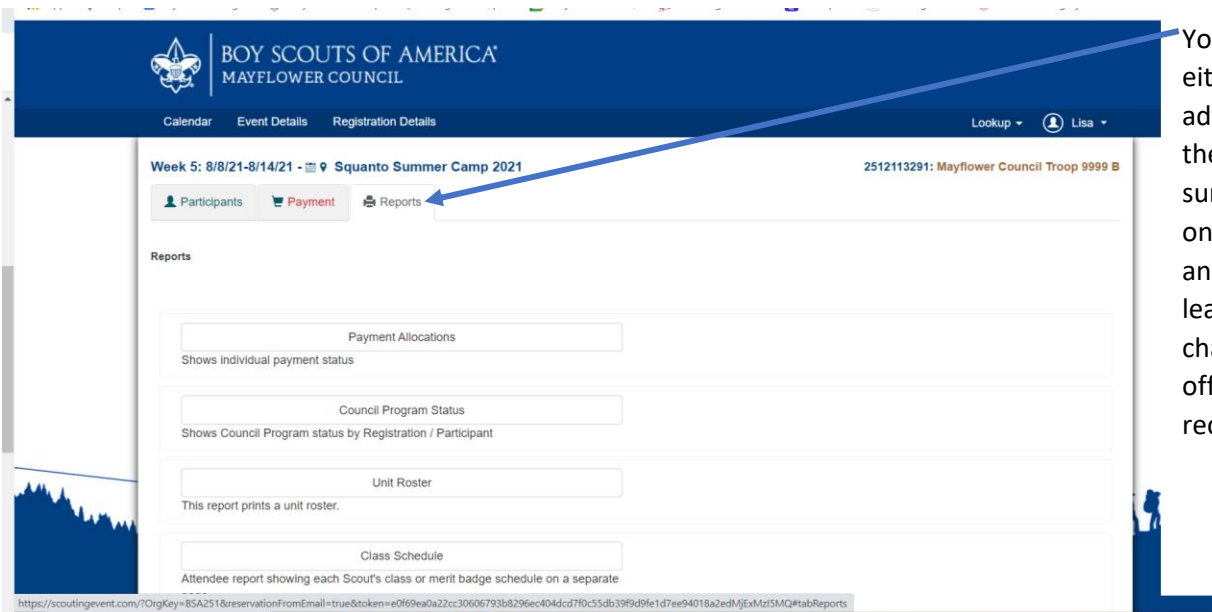
You have the option of either the "Unit advancement detail" or the "Unit advancement summary" report. Print one of these reports out and bring to your unit leader or advancement chair to record in the official completion records.

Unit Advancement detail

Unit advancement summary

Unit leaders/advancement chairs may run a report to upload directly to Scoutbook

There is also an option to print a "blue card", but merit badges that have a large number of requirements may not print properly

All completion records are signed by the Mayflower camp not individual counselors.

Questions regarding completion records should be made to the council service center within 90 days.