Scouting America
Minsi Trails Council

How to Manage BeAScout.org Leads

BeAScout.org provides families with the ability to search for units close to their home and request additional information. When this occurs, a "lead" is created which you can access in my.scouting.org. Here's how you access and work with leads.

Accessing your unit's BeAScout.org Leads

1. Login to my.scouting.org

2. In the upper left, click Menu

3. Select your unit from the drop-down, and then click Invitation Manager

4. From here, you can see any open leads, where they came from, and how long ago they requested info

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5. Click the applicant's name to open the lead

6. At the next screen, you'll see all the details about the lead – parent's name and contact info at the top, Scout info in the middle, and any comments from the parent's initial submission near the bottom

7. At the bottom, there are several buttons for you to take specific actions on the lead:

Respond to Lead - opens an email on your computer allowing you to send a note to the parent

Reassign - use this if you've spoken to the family, and your unit isn't the right fit

Close Lead - use this if you've spoken to the family, and they are no longer interested.

NOTE – once a lead is closed, it is no longer accessible to anyone

Complete - use this if the family has joined your unit

NOTE – once a lead is marked complete, it is no longer accessible to anyone

Send Application - use this if you've spoken to the family, and they are ready to join your unit. A link to the online application specifically for your unit will be emailed to the parent.