

# SCOUT CENTRAL HANDBOOK



27 January 2016



## Logging In

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Whether logging into Scout Cloud, Scout Central, or the Scout Wiki, you'll begin here. The three bits of information you'll need are:

Select Branch	The Branch you belong to
Membership Number	Your Branch membership number
Password	The password you've set

Note:

If you are logging in for the first time, your password will be your date of birth - DDMMYYYY

## User Types

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Scout Central provides different tools for different users. These vary depending upon your role within your Formation. Throughout this document, items will have icons next to them to denote which users have access to what tools.

Leader	<b>L</b>	Section Leader, Group Leader, etc.
Young Leader	<b>YL</b>	Sixers, Patrol Leaders, Venturer Scouts, and Rover Scouts
Youth Member	<b>YM</b>	Joey Scouts, Cub Scouts, and Scouts.

Note: Sixer and PL access is given by Leaders through a Members Register see *Register Sheet: History*



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## Introduction

Scout Central is a new and exciting tool that has been developed for Scouts Australia. Through it, every member is able to actively organise and track the part they play in our Movement.

Scout Central pools its member information from each of the Branches. At times this may lead to Scout Central not displaying accurate information. If you notice this happening, check with your Branch to make sure they are sharing your information correctly.



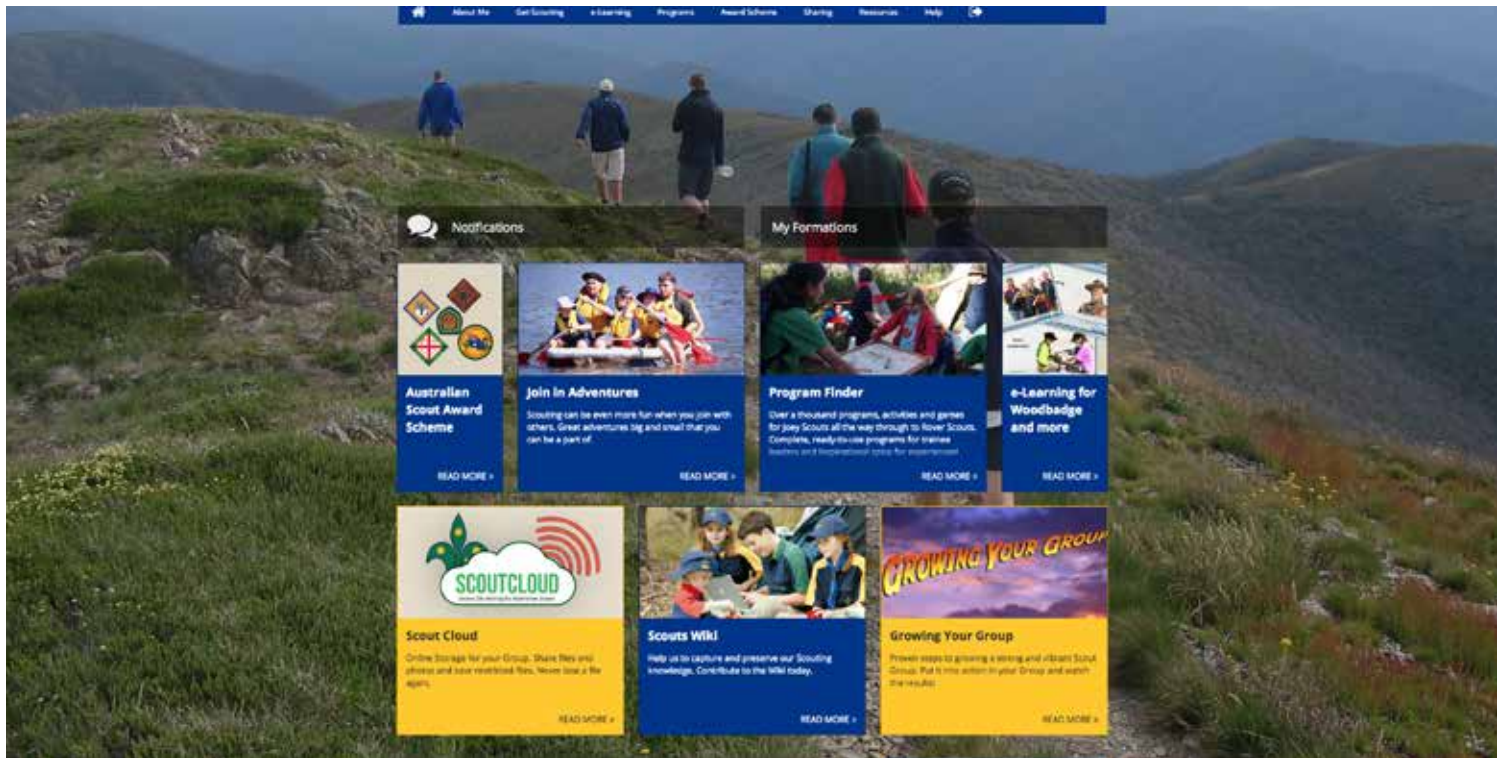
# SCOUT CENTRAL

## Updates

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January 2016

- Schedule meetings independent of a program
- Print out term programs
- Adults included on attendance sheet
- Record number of nights and distance travelled for camps and excursions



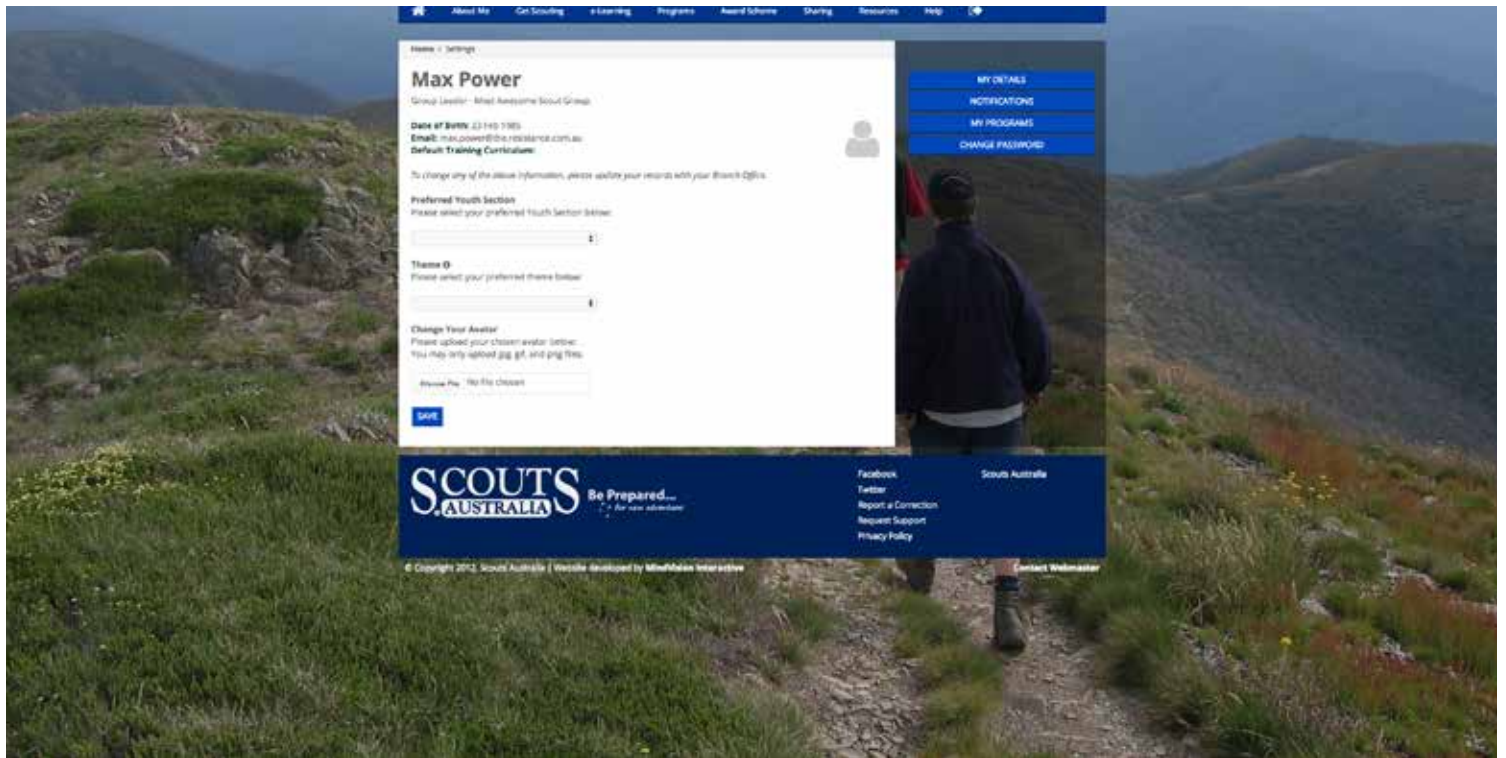
## Getting Started

Once you've logged in, you'll be presented with a personalised lander page. This will give you access to all the features and tools within Scout Central. These include Scout Cloud, eLearning, the Scout Wiki, as well as all your Group/Section specific information.



Navigating Scout Cloud is done through the top navigation bar. Hovering over each menu item will display sub-menu items that can be clicked. The 'house' (🏠) icon will bring you back to this landing page from any other page; while the 'arrow' (➡️) icon will log you out of Scout Central.

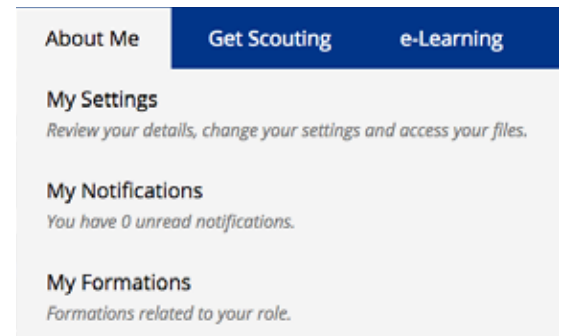




## Personal Account Settings L YL YM

At some point you may want to modify your account settings, change password, or your account picture. Doing all of this and more can be accomplished in the settings page.

Your settings can be accessed through the 'About Me' tab, and clicking 'My Settings.' To change your personal details including your date of birth and email, you will have to contact your Branch. They will need to update your your Membership records, which will be reflected on Scout Central. You are able to change any of the other settings present, including those below.



Preferred Youth Section	The section that you are involved with
Theme	Change the colour scheme of Scout Cloud to a section other than your preferred section
Change your Avatar	This is image that will be displayed next to any information you include on Scout Central
Change Password	This settings is found on the right side context menu





## Accessing your Formation/s L YL YM

The 'My Formations' section is one of the most important, and most used tools in Scout Central. Getting to it can be done a number of ways. Either from the 'About Me' tab in the navigation menu, or from the 'My Formations' button on your landing page.


About Me    Get Scouting    e-Learning

**My Settings**  
Review your details, change your settings and access your files.

**My Notifications**  
You have 0 unread notifications.


**My Formations**  
Formations related to your role.

My Formations



**Program Finder**

Over a thousand programs, activities and games



**e-Learning for Woodbadge**

This will bring you to a list of Formations that you're a part of. For Group Leaders, and Leaders in Charge, you'll have access to all of the Sections within your Formation. For Section Leaders, you'll have access to the Section that you are a part of within your formation. Clicking on a Formation will give you access to all the information relating to that Section.







## Formation Information

### BEE PEE SCOUT TROOP

HELP

Term Programs Attendance and Registers Photo Albums

Once you've selected a Formation, you'll be able to access their 'Term Programs,' 'Photo Albums,' and 'Attendance and Registers' records.

#### Term Programs

All the programs you've added will show up here. It will show all previous, and upcoming programs that you've planned, so it can be used as an archive, and a term planner.

#### Attendance and Register / My Achievements

Every registered youth member in your Formation will be visible here. You will be able to mark attendance for activities, and access a specific youth member's records (their 'Register Sheet').

#### Photo Albums

You can create albums for events, and place the photos you've taken in them. All the Leaders in your Formation can add photos to an album, and all the youth members can see them, and add comments.



# Term Programs: Create Term L YL

Creating a term allows you to catalogue your programs within the year more easily. Doing so will make finding specific programs in the future much easier. Term programs can also be printed for reference.

## BEE PEE SCOUT TROOP

[HELP](#)

Term Programs
Attendance and Registers
Photo Albums

ADD NEW MEETING
CREATE TERM

^ v PREVIOUS TERM: TERM 4 2015    10

Print   Edit   Delete

To create a term, click the 'Create Term' button in the top right corner of the 'Term Programs.' This will bring up a 'Add a New Term' form that you can add information too.

ADD A NEW TERM
✕

Name\*

Start date\*

Theme

Remark

SAVE

Name	Title of the term
Start Date	First date in the term. This can be the first night the formation will meet, or the first day in the week of the term.
Theme	The theme of the term, if any.
Remarks	Any comments about the term.

Once a term has been created, it will be placed in the list of terms in order of its date. This may mean that it isn't displayed if it's not the previous, current, or next term.

To display all your Formation's terms, you press the 'Show all Terms' button, located next to the 'Create Term' button.

ADD NEW MEETING
CREATE TERM

^ v PREVIOUS TERM: TERM 4 2015    10

Print   Edit   Delete

^ v CURRENT TERM: TERM 1 2016    0    (ADVENTURE)

Print   Edit   Delete



## Term Programs: Add New Meeting L YL

The screenshot shows a web form titled 'DETAILS' for adding a new meeting. It includes several sections: 'Name\*' with a text input field containing 'Jim Borge'; 'Meeting Type' with a dropdown menu set to '2' and a checkbox for 'Form required'; 'Camp Type' with a dropdown menu set to '5' and a 'Nights' field with a dropdown menu set to '12'; 'Date\*' with 'Start' and 'Finish' date and time pickers; 'Location' with a text input field containing 'Carnegie Scout Park'; 'Duty' with a text input field; 'Theme' with a text input field; 'Award Scheme Coverage' with a large text area; and 'Remarks' with another large text area. Below the 'DETAILS' section is a 'RESOURCES' section with an 'ADD FILE' button, and a 'PROGRAM' section with 'ADD FROM LIBRARY' and 'CREATE NEW PROGRAM' buttons.

To add meetings to your term, you click the “Add New Meeting” button. This will bring up a form to fill in. The first section lets you give basic details of the meeting, including Name and Type. If the meeting is a camp or a hike, you’ll be able to include nights and kilometres respectively.

The next section allows you to specify date and location and the section after that will let you include specifics about the night including duty six/patrol, theme, sections of the award you plan on covering and any additional remarks.

You’re able to include resources to run the evening. You are also able to include a program from the program library or build your own.

Finally, you can set Areas of Personal Growth for a meeting. This is useful for meetings that don’t have programs or for meetings that you have used from the program builder, where you can override the pre-existing AoPG’s.

## A DAY IN SYDNEY

 Add to Favourites SCHEDULE

The screenshot shows a detailed view of the 'A Day in Sydney' program. It includes a 'Schedule For' section with 'DATE' (06 Jun 2015), 'START' (18:30), and 'FINISH' (19:40) pickers. Below this are 'ADPS' and 'METHOD' icons. The 'NAME' is 'A Day in Sydney', 'YOUTH SECTION' is 'Joey Scouts', 'THEME' is empty, 'AWARD FOCUS' is empty, 'LOCATION' is 'Indoors', and 'FORM REQUIRED' is set to 'No'. There are also fields for 'AWARD SCHEME COVERAGE' and 'REMARKS'.

## Term Programs: Add From Library L YL

Adding a program from the Program Finder Library makes it easy to program terms. After clicking the ‘Add From Library’ button, you’ll then have to navigate through the list of programs to find the one you wish to add to your term. Clicking on it will show you a detailed view of the program, and give you the option to ‘schedule’ it.

You’ll then be able to program it as part of your term, including date and time. You also have the option to include extra details such as ‘Theme,’ ‘Award Scheme Coverage,’ and ‘Remarks.’

Once you’ve saved it, you’ll be able to go back and edit it as you would any other program.

Note: Details on using the Program Finder can be found in the ‘Program Finder’ Section.



# Term Programs: Add New Program L YL

Adding a new program requires you to fill out more details about the activity, including the theme, parts of the award scheme covered, items as part of the program, and any comments.

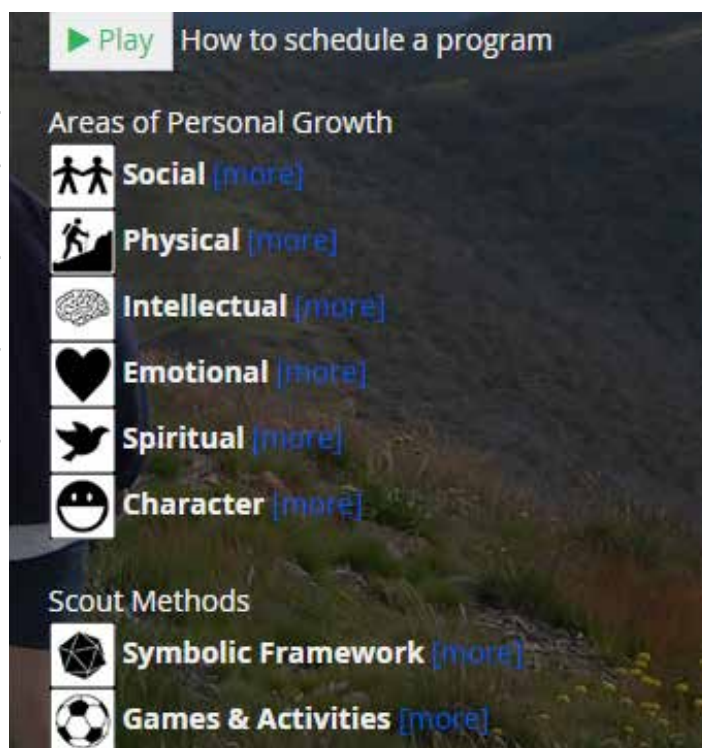
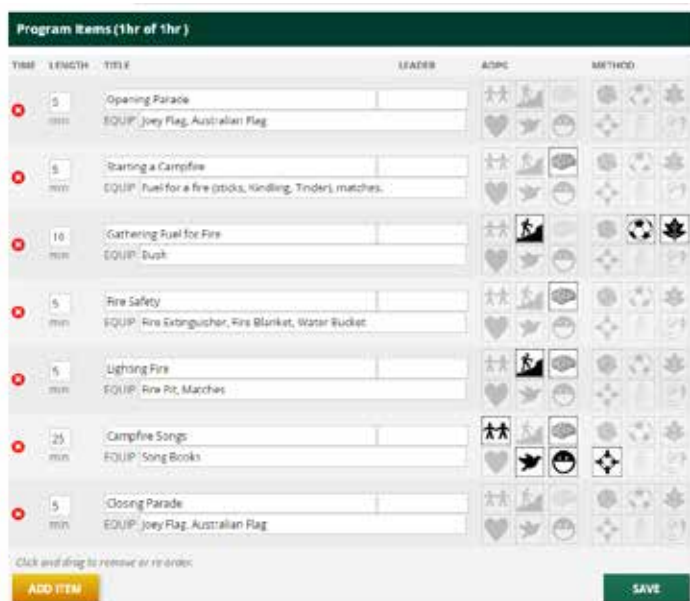
The parts of the form that can be filled out as part of step two, are:

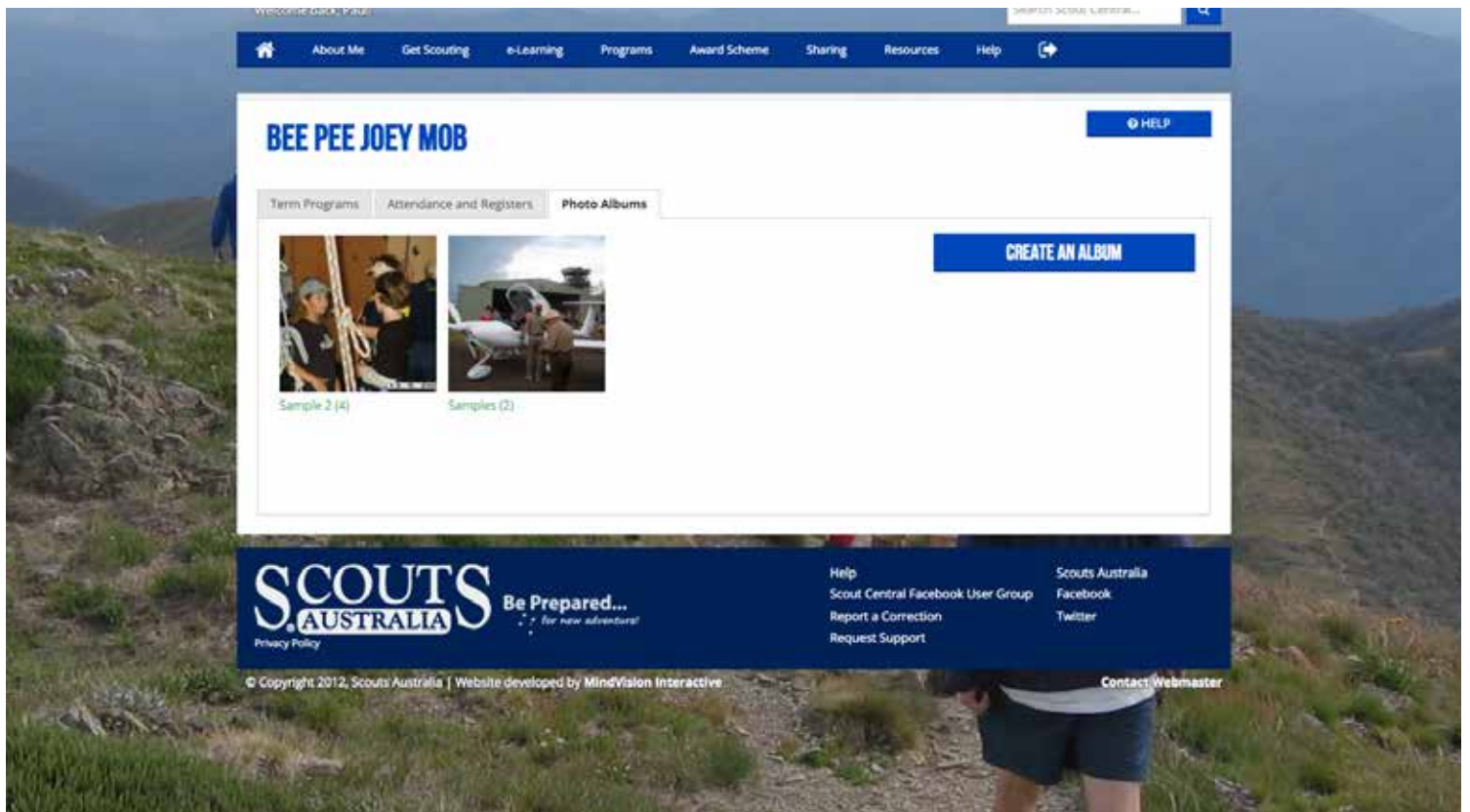
Theme	A theme, if any, for the night
Form Required	Whether a form is required for the program
Award Scheme Coverage	Any part of the program that pertains to an aspect of the award scheme
Remarks	Any comments on the program. Contacts, etc.
Program Items	Items that form part of the program

As you add 'Program Items' to the list, their times will be added, to give a running total of how much time has been programmed. For each item, you can add information such as:

Length	The length of time the item will take as part of the program
Title	Title of the item
Leader	Who will be in charge of running the item
Equipment	Any equipment needed for the item to run
AoPG	Any Areas of Personal Growth that the item covers
Method	Any parts of the method that are used in the activity

For help working out any Areas of Personal Growth, or parts of the Scout Method, check the context menu on the right side of the Program form. There is also a video that further explains how to schedule a program.





## Photo Albums L YL YM

Photo albums allow you to amass a collection of photos of your formation that spans youth members, and Leaders. You can keep track of events and share them with the rest of your Group. Clicking the 'Photo Album' tab, you'll be shown a grid of all of your albums.

## Photo Albums: Create an Album L

To create a new album, you can click the 'Create an Album' button. This will bring up a form that will ask you for an album 'Title,' and 'Description.'

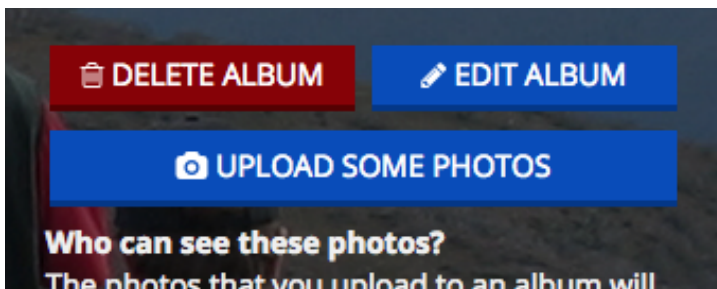
Once you've saved your changes, your new album will load for you to add photos.

A photo album can also be created in the term program tab, by clicking the camera icon to the right of a meeting night.

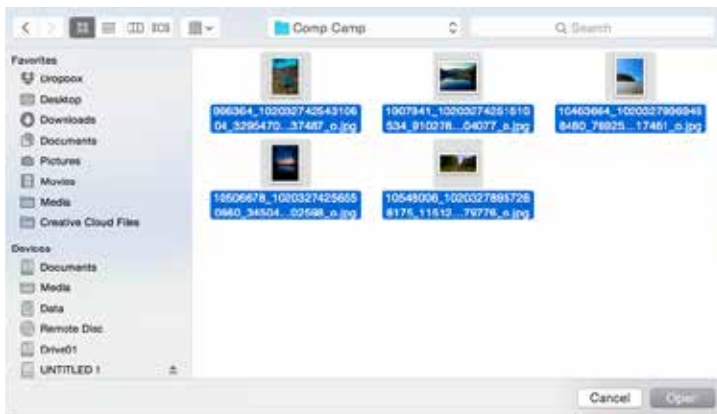




## Photo Albums: Adding Photos L



To add photos to your photo album, you click “Upload Some Photos” in the right sidebar. This will then let you select which photos you intend on uploading. Once they’ve been uploaded, you’ll be able to view, comment, add captions, and delete photos.

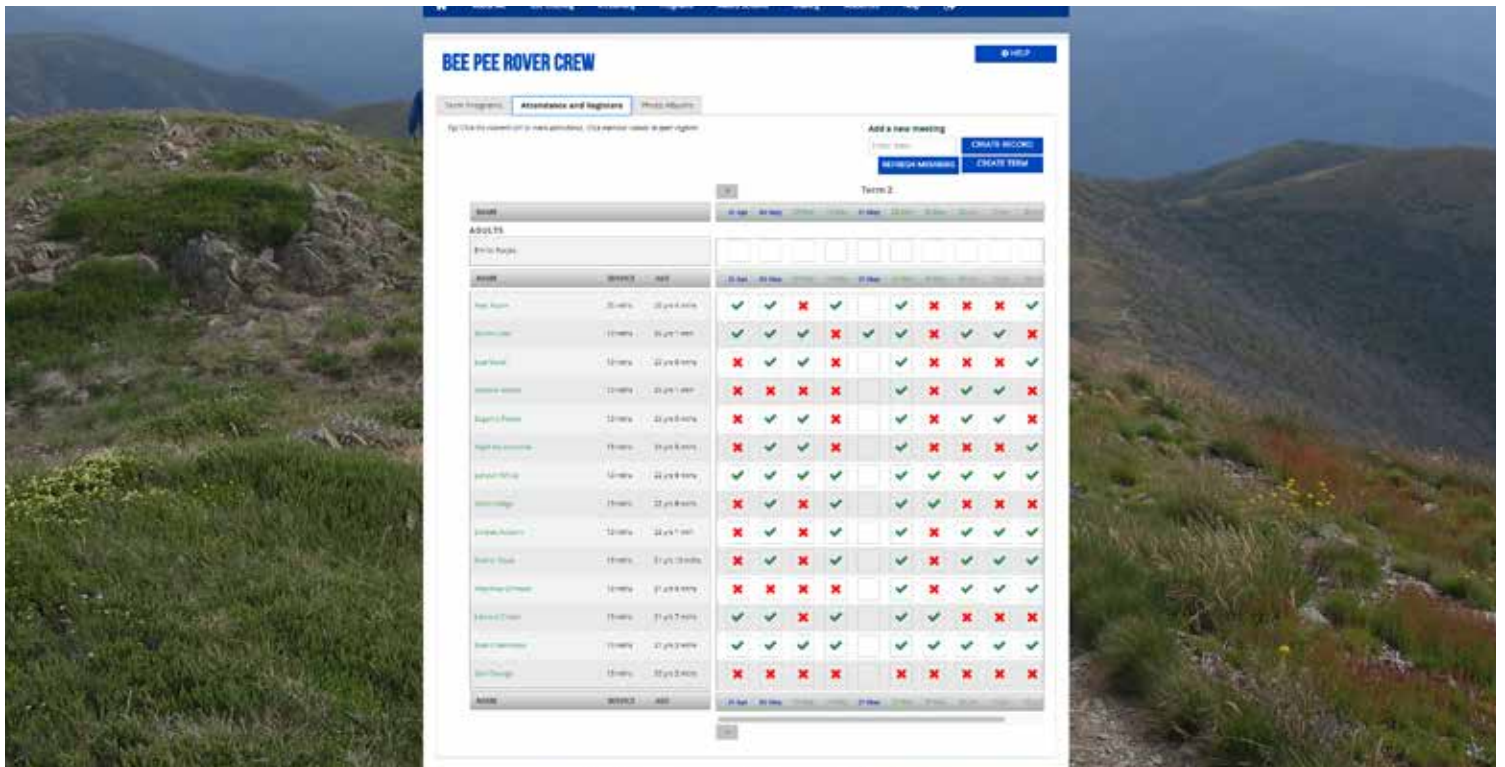


You are also able to delete an album. On doing so you will be able to select another album to put the photos it contains, or delete the photos with the album.

Note:

- Any photos uploaded as a photo album are visible to all other members on Scout Central. If you would like to restrict access to photos; they can be uploaded to Scout Cloud.
- Videos can’t be uploaded as part of a Photo Album.



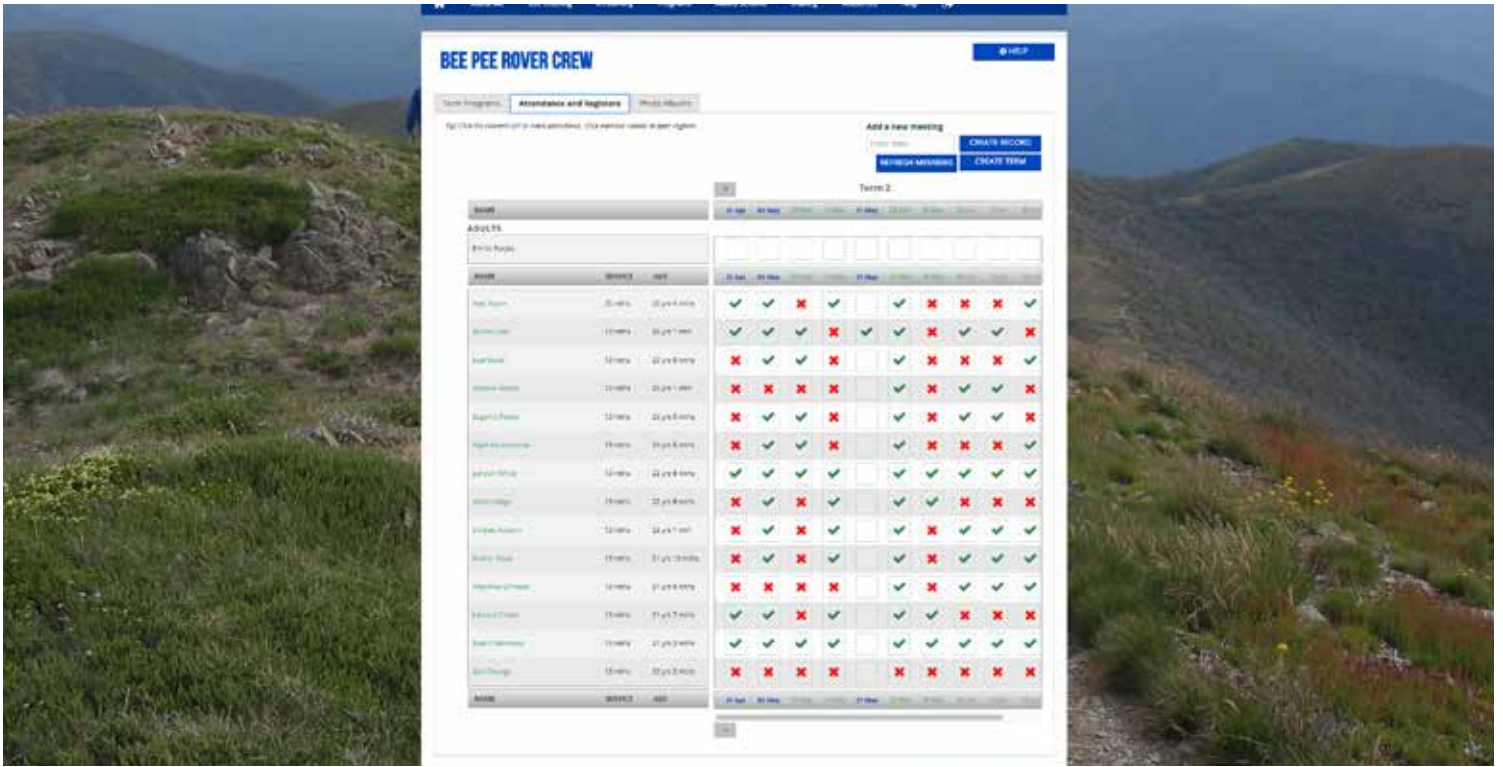


## Attendance and Register

The Attendance and Register allows you to keep tabs on the members within your section. It gives you the ability to monitor meeting attendance, badgework, maintain a record of camps and excursions, and move the member up to the next section.

Note: Members of merged formations will not be visible, as they are not part of your formation on Branch Records. For them to become visible in Scout Central, they must first be registered to your formation through your Branch Membership System.





## Attendance and Register: Marking attendance L YL

Once you've 'created a record' of the meeting, you'll be able to mark the youth members attendance. The options for attendance are:

Undefined	<input type="checkbox"/>	Attendance has not been set, or has been reset.
Attended	<input checked="" type="checkbox"/>	Marked as attending a meeting.
Not Attended	<input checked="" type="checkbox"/>	Marked as not attending a meeting.

All members will begin as having their attendance as undefined. To alter a member's attendance, you click the dashed box corresponding to the member's name, and meeting. Clicking it once will mark them as attending; twice as not attending; and three times will reset their attendance to undefined. Unlike the Terms, and Meetings, you are able to change a members attendance at will.

Note: Sixers, Patrol Leaders, Venturer Scouts, and Rover Scouts have access to change the attendance, as part of their duties. They cannot see other information about members.

## Attendance and Register: Member Register Sheet L (All) YL YM (Own)

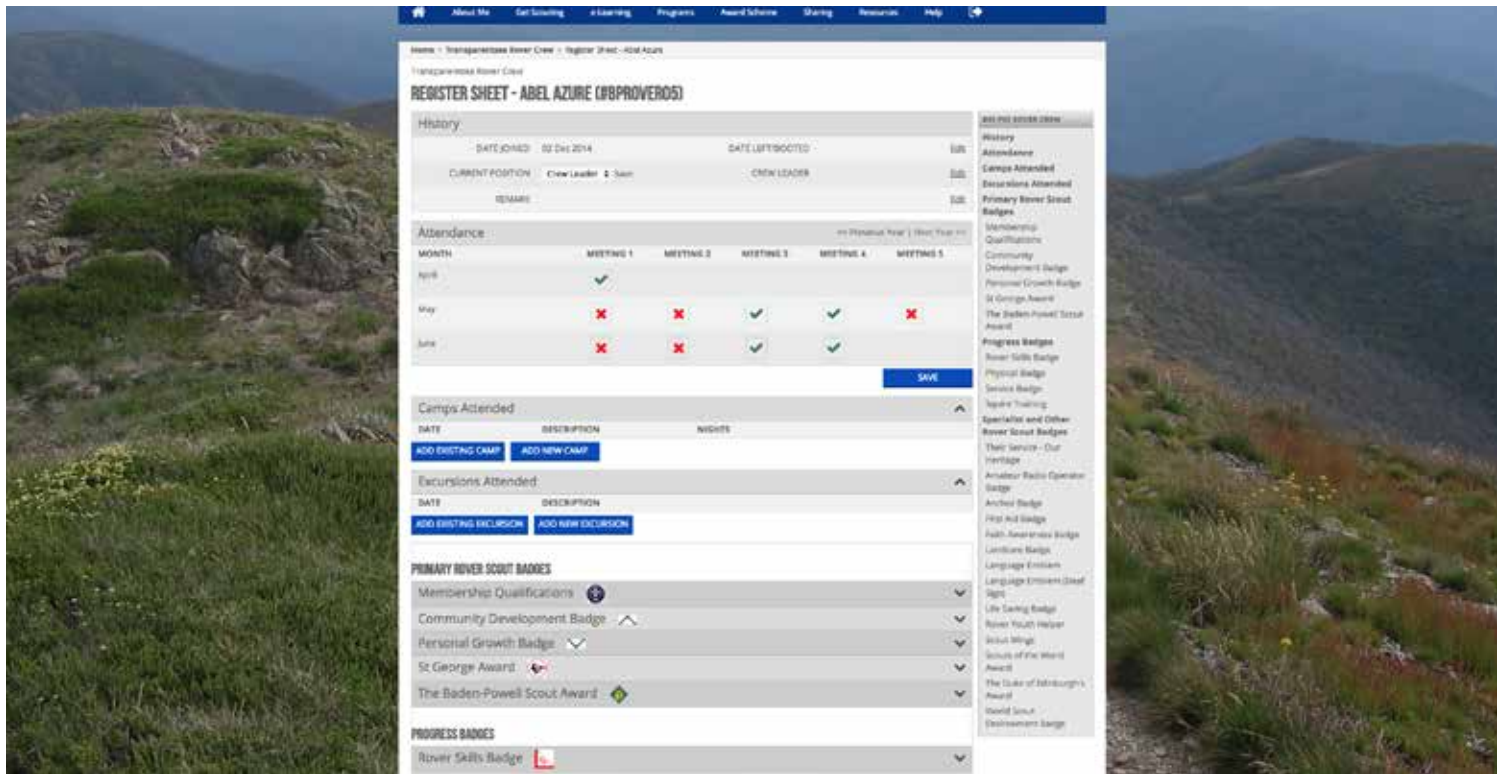
Youth Member Register Sheets give you access to an array of youth member details. You'll see basic details such as their joining date; what position they may hold, attendance for meetings, camps and, excursions; and badgework.

NAME	SERVICE	AGE
Abel Azure	5 mths	25 yrs 8 mths
Morris Lilac	5 mths	25 yrs 5 mths

To access a member's Register Sheet, you click the members name in the 'Attendance and Register' tab.







## Register Sheet: History L

### REGISTER SHEET - ABEL AZURE (#314159)

History			
DATE JOINED	17 Feb 2013	DATE LEFT/BOOTED	<a href="#">Edit</a>
CURRENT POSITION	Save	CREW LEADER	9 Feb 2015 <a href="#">Cancel</a> <a href="#">Save</a>
REMARK	Favorite Animal: Aardvark - Favorite Fruit: Artichoke - Favorite Month: April - Favorite Colour: Blue		<a href="#">Edit</a>

The history tab displays basic information about a member. Clicking the edit button will make contents in the row modifiable.

## Register Sheet: Attendance L

In a Member's Register, the Attendance is individualised, showing the members attendance for the current year. You are able to look at a members attendance history by clicking the 'Previous Year' button. Attendance can be marked in the Register Sheet in similar fashion to the 'Attendance and Register' tab, with the exception that it must be saved.

June	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<a href="#">SAVE</a>				



**History**

DATE JOINED	17 Feb 2013	DATE LEFT/BOOTED		<a href="#">Edit</a>
CURRENT POSITION	Crew Leader <a href="#">Save</a>	CREW LEADER	09 Feb 2015	<a href="#">Edit</a>
REMARK	Favorite Animal: Aardvark - Favorite Fruit: Artichoke - Favorite Month: April - Favorite Colour: Blue			<a href="#">Edit</a>

**Attendance** << Previous Year | Next Year >>

MONTH	MEETING 1	MEETING 2	MEETING 3	MEETING 4	MEETING 5	MEETING 6
April	<input type="checkbox"/>	<input checked="" type="checkbox"/>				
May	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
June	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		

[SAVE](#)

**Camps Attended**

DATE	DESCRIPTION	NIGHTS	
02 May 2015	Coastal Track	1	<a href="#">Remove</a>

[ADD EXISTING CAMP](#) [ADD NEW CAMP](#)

**Excursions Attended**

DATE	DESCRIPTION	
25 Apr 2015	ANZAC Day Dawn Service	<a href="#">Remove</a>

[ADD EXISTING EXCURSION](#) [ADD NEW EXCURSION](#)

**MEMBER ACHIEVEMENTS**

- History
- Attendance
- Camps Attended
- Excursions Attended
- Primary Rover Scout Badges
- Membership
- Qualifications
- Community
- Development Badge
- Personal Growth Badge
- St George Award
- The Baden-Powell Scout Award
- Progress Badges
- Rover Skills Badge
- Physical Badge
- Service Badge
- Squire Training
- Specialist and Other Rover Scout Badges
- Their Service - Our Heritage
- Amateur Radio Operator Badge
- Anchor Badge
- First Aid Badge
- Faith Awareness Badge
- Landcare Badge
- Language Emblem
- Language Emblem (Deal Sign)
- Life Saving Badge

## Register Sheet: Nights Camped and Kilometres Walked

Nights Camped and Kilometres Walked show the respective totals a member has achieved through the duration of their time in the moment. "Nights carried forward" refers to the quantities that have been achieved in all previous sections, while "Section total" refers to the quantities that have been achieved in their current section.

**Nights Camped and Kilometres Walked**

NIGHTS CARRIED FORWARD	<input type="text" value="23"/>	REMARK	<input type="text"/>	SECTION TOTAL	5	TOTAL	28	<a href="#">Cancel</a> <a href="#">Save</a>
KILOMETRES CARRIED FORWARD	280	REMARK		SECTION TOTAL	88	TOTAL	368	<a href="#">Edit</a>

The nights and kilometres carried forward are the sum of nights and kilometres from previous camps and excursions. If you believe that the above information is incorrect, click the edit link and make your corrections. You can also include a remark to explain your changes.

Clicking edit will give you the ability to override the quantity that has carried forward if you believe it is incorrect, as well as add a remark. Editing the section total can be done in "Camps/Excursions Attended" section.



**History**

DATE JOINED	17 Feb 2013	DATE LEFT/BOOTED		Edit
CURRENT POSITION	Crew Leader	CREW LEADER	09 Feb 2015	Edit
REMARK	Favorite Animal: Aardvark - Favorite Fruit: Artichoke - Favorite Month: April - Favorite Colour: Blue			

**Attendance**

MONTH	MEETING 1	MEETING 2	MEETING 3	MEETING 4	MEETING 5	MEETING 6
April	<input type="checkbox"/>	<input checked="" type="checkbox"/>				
May	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
June	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		

**Camps Attended**

DATE	DESCRIPTION	NIGHTS	
02 May 2015	Coastal Track	1	Remove

**Excursions Attended**

DATE	DESCRIPTION	
25 Apr 2015	ANZAC Day Dawn Service	Remove

## Register Sheet: Camps/Excursions Attended L

The 'Camps Attended' and 'Excursions Attended' modules offer comparable features, with the exception that excursions can only go over a one day period, while Camps can spread over multiple days.

**Camps Attended**

DATE	DESCRIPTION	NIGHTS	CAMP TYPE	KILOMETERS TRAVELLED	
<input type="text" value="2 May 2015"/>	<input type="text" value="Coastal Track"/>	<input type="text" value="1"/>	<input type="text" value="Hike"/>	<input type="text" value="28"/>	<a href="#">Cancel</a> <a href="#">Save</a>

[ADD EXISTING CAMP](#) [ADD NEW CAMP](#)

To create a new Camp/Excursion, click the 'Add New Camp/Excursion' button. This will prompt you to select the beginning date, add a description, select a Camp/Excursion type and input how many nights it ran over (for camps) as well as kilometres you've travelled (for hikes). Be sure to save any changes you make.

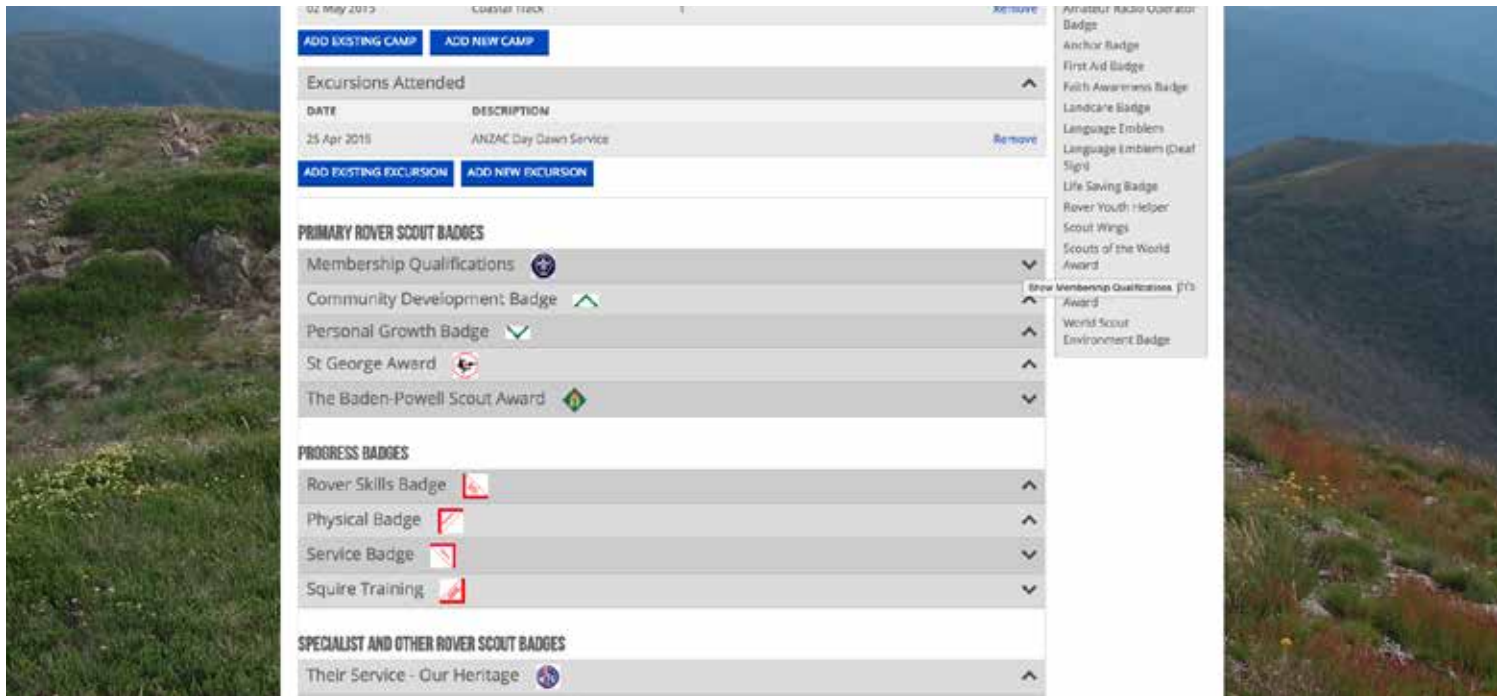
**Excursions Attended**

DATE	DESCRIPTION	EXCURSION TYPE	KILOMETERS TRAVELLED	
<input type="text" value="25 Apr 2015"/>	<input type="text" value="ANZAC Day Dawn Si"/>	<input type="text" value="Normal Excursion"/>		<a href="#">Cancel</a> <a href="#">Save</a>

[ADD EXISTING EXCURSION](#) [ADD NEW EXCURSION](#)

If you have already created a Camp/Excursion in another Members Register Sheet, you'll be able to add it, by clicking the 'Add Existing Camp/Excursion' button. This will present a drop-down box for you to select a existing Camp/Excursion. To handle variations on a Camp/Excursion, a new entry will have to be created for each variant. Multiple events can co-exist on the same day.






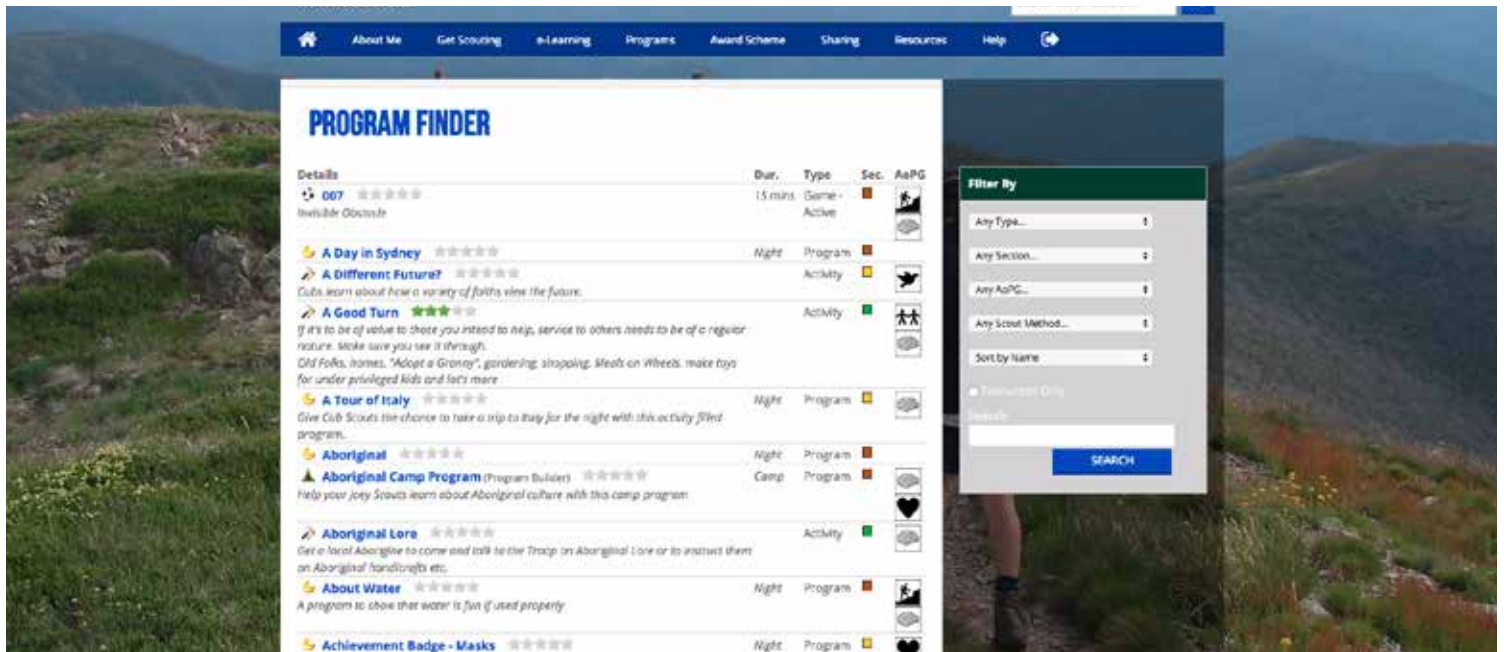
## Register Sheet: Badgework

You are able to monitor what badges a youth member has been awarded in their Register Sheet. For each badge in the respective sections award scheme, you are able to set the date that it was awarded to the youth member.



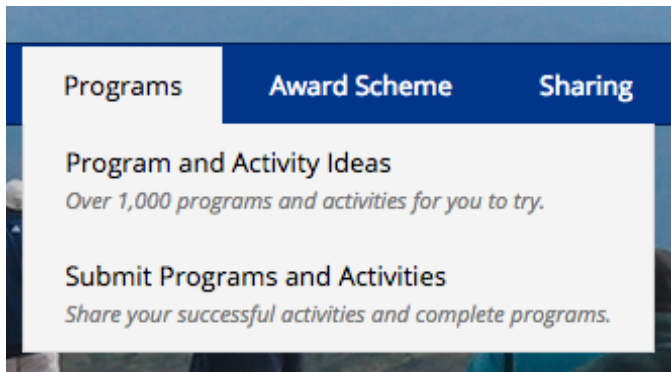
Clicking the () arrow to the right side of any badge reveals the awarded field. To the right of this will be an 'edit' button. Clicking this will allow you to select the date that a badge was awarded.





## Program Finder L YL YM *See Term Program: Add from Library*

The Program finder is a one stop shop for programs that have been developed by other Leaders. You're able to search through the programs, and add them to your term. To get to the program finder, you can either hover over the 'Programs' tab in the Navigation bar, and click 'Program and Activity Ideas,' or on the home page, click the 'Program Finder' tile.



Programs are shown in a list giving you the details, duration, activity type, section, and Areas of Personal Growth that it incorporates. Each program has a star rating, based on feedback given by other members.

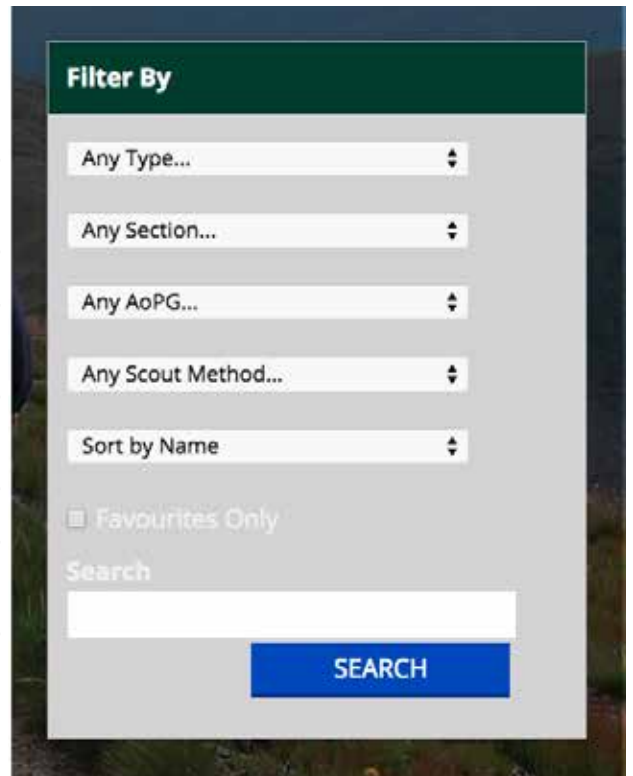
Details	Dur.	Type	Sec.	AoPG
<b>Prayer Tree</b> ★★★★★ Have the Joeys write a prayer and add it to the prayer tree.	10 mins	Activity	<span style="background-color: #c00000; width: 15px; height: 15px; display: inline-block;"></span>	
<b>Promise and law for new Joey Mob</b> ★★★★★ Get to know you game, discussion of promise and law, chasing game, promise and law puzzles and story all designed to help a new Mob get to know each other and the basics of Promise and Law. With extra team game (newspaper walk)	Night	Program	<span style="background-color: #c00000; width: 15px; height: 15px; display: inline-block;"></span>	  

Clicking a program's title, brings up more details on the program.

# Program Finder: Search / Sort / Filter L YL YM

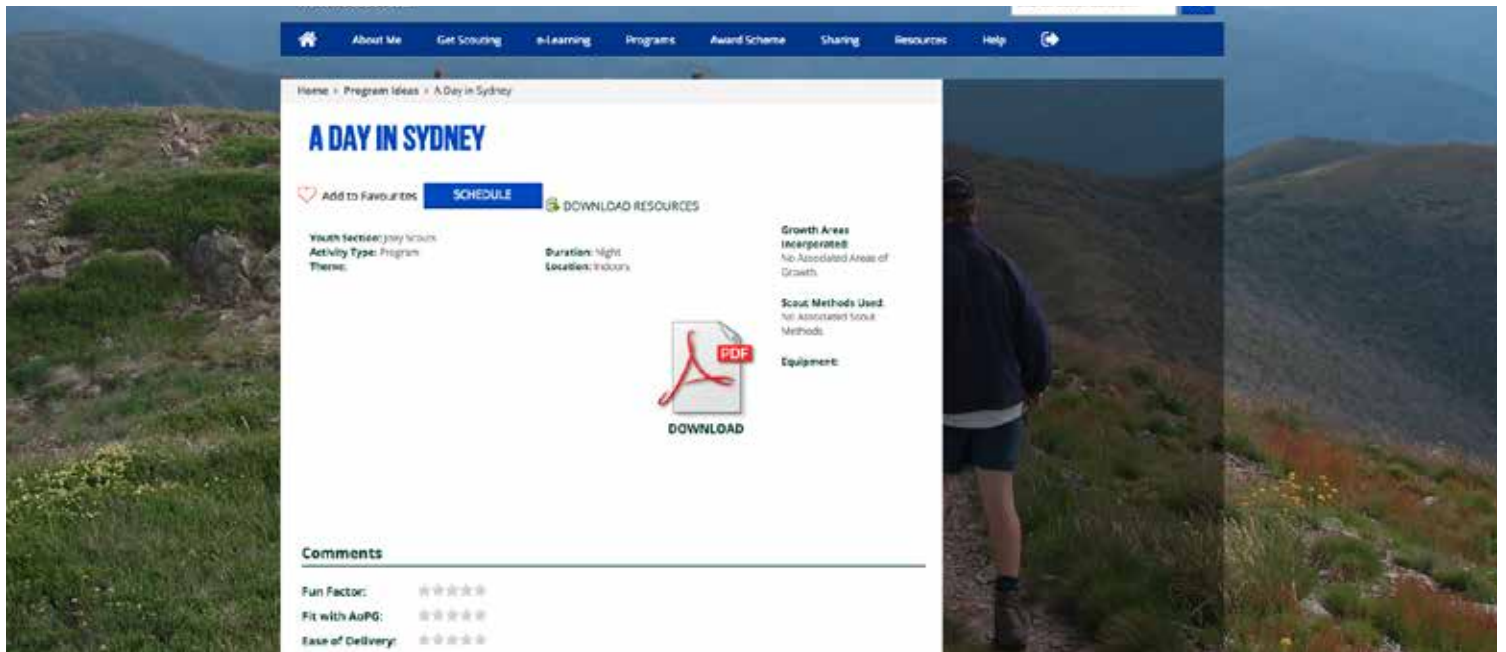
To help you find programs you're interested in, you can use the search, sort, and filter functions to help narrow down what you're looking for. The 'Filter By' panel gives you a number of options to narrow your search by a programs characteristics.

Type	Activity	An item that can be included in a meeting
	Program	A complete meeting program
Section		Program specific to a section
AoPG		Programs that incorporate an area of personal growth
Scout Method		Programs that incorporate an aspect of the Scout method
Sort	Name	Sort programs alphabetically
	Recent	Sort programs by most recent first.
Favourites Only		Only show programs that you've favourited.



You can limit your search to just programs that you've 'favourited,' and search for a program by name in the 'Search' field.





## Program Finder: Activities & Programs

Clicking an item will provide you with its information in detail. You are able to 'Favourite' a program to make it easier to find again. There are a few notable differences between an 'Activity,' and a 'Program.' A program will let you schedule it as part of a term, and give you access to a PDF version of the program to print. Both may have resources attached to download as well.

**Comments**

Fun Factor: ★★★★★  
Fit with AoPG: ★★★★★  
Ease of Delivery: ★★★★★

There are no comments for this program yet - be the first!

**Share Your Experience:**

My name: Pascal Wirth  
My position: Group Leader 1st Oberula Scout Group v.g. ASL, Bee Pie Scout Group  
Comment: A great Program. A few bugs, but nothing major in the complaints department.

You can rate how fun it is, how well it fits into the Areas of Personal Growth, and its ease of delivery out of 5 stars. Additionally, you can comment on an item as well.





## Program Finder: Submit a Program/Activity L YL

Adding a program to the Program Finder shares it with the rest of the Movement, and adds it to the growing list of programs already available.

### Step 1

This step asks you to select what type of activity you'll be submitting. The three options are: 'an Activity'; 'a Game'; or 'a complete program.'

### STEP 1 OF 5

Please choose the type of activity you would like to submit. Is it a stand-alone activity, game or a complete program for a night or camp?

an activity  
 a game  
 a complete program for a night or camp

[CONTINUE](#)

### Step 2

Here you add the basic details of your program. You can give your program a name, and select the Youth Section it's aimed for, whether it's a camp or night, and if it's indoors or outdoors. Finally, you can choose a theme from the drop down menu, or add your own.

### STEP 2 OF 5

**Name of your program\***  
Please provide a short, descriptive name for your program.

Campfire Night

**Youth section\***  
Which Youth section should the program be presented with?

Joey Scouts
  Cub Scouts
  Scouts
  Venturer Scouts
  Rover Scouts

**Program type\***  
Is your program for a night or camp?

Camp
  Night

**Location\***  
Where would this program usually be conducted?

Indoors
  Outdoors

**Theme**  
Does this program have a theme? If so please select the best one. (You cannot find one to match please add one.)

Campcraft

[BACK](#) [CONTINUE](#)





### Step 3

This step requires you to add the following:

Description	The description of your program. How to do your program, and any notes. This will be visible to anyone who searches your program.
Keywords	A few descriptive words that will help people find your program.
Attachment	Whether you wish to upload an attachment to supplement your program. Note: You will be asked to upload your attachment after the last step.
Equipment	Any equipment that might be needed as part of your program.

### Step 4

In this step you can nominate a part of any award scheme that your program works towards, as well as any Areas of Personal Growth, and part of the Scout Method that it includes.

Note: This will help others find it when they are searching for suitable programs.

### STEP 3 OF 5

**Description**  
Please provide a short description of your program. This will show in the search results.

Teach Joey Scouts about Campfires. How to stay safe around a fire, and how to light a fire. There is also time for some campfire songs, to enjoy the fire.

**Keywords**  
Please provide a short list of keywords to help find it when searching.

Campfire, Camp, Fire, Joeys, Songs, Safety, Songs

**Do you have a resource file you would like to attach?\***  
A resource file is any document other than the program outline that may be needed to complete the program, game or activity. If you are submitting a program and you are only attaching one file please click no.

Yes  No

**Equipment**  
Please list all required materials and/or items that are needed for this program. Add each item on a new line.

Fire Drum  
Matches  
Fire wood  
Song Books  
Fire Extinguisher  
Fire Blankets  
Water Bucket

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### STEP 4 OF 5

**Link to the Award Scheme**  
Please select the elements of the award scheme the program can help at least (if any).

Participation Scheme | Joey Scout Emplacement C | Joey Scout Environment C

**Growth areas**  
Which Growth Areas best match this program?

Social  Physical  Intellectual  Emotional  Spiritual  Character

**Scout methods**  
Which Scout Methods are mainly used in this program?

Symbolic Framework  Games & Activities  Nature  Team Systems  Promise & Law  Service

[BACK](#) [CONTINUE](#)



### Step 5

This step simply confirms your programs details, and asks you to attach a PDF version of your program.

### CONFIRM AND ADD RESOURCE

Thank you for submitting your Program, please confirm the details below. If you need to make any changes click the "back" button below.

<b>Name:</b> Campfire Night
<b>Youth Section:</b> Joey Scouts
<b>Type:</b> Night
<b>Location:</b> Outdoors
<b>Theme:</b> Campcraft
<b>Description:</b> Teach Joey Scouts about Campfires. How to stay safe around a fire, and how to light a fire. There is also time for some campfire songs, to enjoy the fire.
<b>Keywords:</b> Campfire, Camp, Fire, Jokeys, Songs, Safety, Songs
<b>Equipment:</b> Fire Drum Matches Fire wood Song Books Fire Extinguisher Fire Blankets Water Bucket
<b>Award Focus:</b> Joey Scout Environment Challenge
<b>Growth Areas:</b> Social, Physical, Intellectual, Spiritual, Character
<b>Scout Methods:</b> Nature, Team System

#### Attach the Program Sheet

To ensure consistent and reliable formatting across all computers and devices the sheet must be attached in PDF format, later versions of Microsoft Word allow you to save your word documents as PDF, or you can use an online converter such as:

<http://www.freepdfconverter.com/>

<http://www.pdfonline.com/convert-pdf/>

<b>Attach PDF*</b> Attach your PDF info sheet here.
Choose File Joey Night - Campfire Night.pdf

BACK

CONFIRM AND ADD RESOURCE

### ADD RESOURCE

Please upload your resource file now.

<b>Attach resource</b> Attach your resource file here.
Choose File Joey Night - Campfire Night.pdf

SUBMIT

### Adding Attachment from Step 3

After you've confirmed your details, if you elected to upload an attachment, you will be asked to do it now.

### Program Finder Curation

Before programs are made available on the program finder they are verified by a committee of Youth Program Leaders to assure the content fits the Scout Program and has been categorized correctly.



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