

## **Overview:**

This document describes how to use the Troop 618 web tool for tracking Scouts' advancement progress towards each rank.

The information can be viewed read only by Scouts, their parents, the Scoutmasters and the Troop Advancement Coordinator.

Using a special login and password the Senior Patrol Leader (SPL) or Assistant Senior Patrol Leader (ASPL) can enter or change data in the system, using information collected by his Patrol Leaders (PLs) or Assistant Patrol Leaders (APLs). The information than can then be used in the Patrol Leaders Council (PLC) meetings to plan Troop activities which will help the Scouts to advance in rank.

The intended use is as follows:

- 1) The SPL or ASPL will periodically print out paper sheets and hand them to the PLs or APLs in a Troop meeting.
- 2) In that meeting the PLs or APLs will check the handbooks of the Scouts in their patrol, and check off on the paper sheets the requirements which are recorded in the handbooks as being completed.
- 3) At the end of the meeting the PLs or APLs will return the paper sheets to the SPL or ASPL
- 4) After the meeting, the SPL or ASPL will login to the system and update it using the information from the paper sheets.
- 5) At the next PLC, the Scouts will use this information to plan the next months' activities.



### To view current data (read only; no password required):

In your favorite web browser enter this URL in the navigation bar:

bstroop618.org/CGI\_tools/advancement.cgi

The screen that comes up will display the Troop data which is presently entered for all ranks:

	<b>*</b>	Troop	618 Ad	vanceme	ent Ir	nformat	ion §	<b>\$</b>	
D	1	1 1		-	$\neg$	The rank	whic	h the follo	wing
(This information y	mpleted to	owards the	e Scout Badge	17:59:19)		DIOCK OI	uala a	applies to	
(This information v	vas last apa	ned on ou	, ocp 15, 2017 a	. 17.39.19)					
Scout	1a OathEtc.	1b Spirit Sigi	c 1d Etc. 1stClassBa	1e dge OutdoorCo	de Pled	1f geOfAlleg.			
Clark Kent				X		X			
Maxwell Q Smart			X X						
Bruce Wayne	X	X							
<b>N</b>	2a		2b 2c	2d	D	3a	3b		
Scout	ScoutLead	ler Scout	dvance ScoutR	anks MeritBadg	es Patro	olMethod Pat	rolSpirit		
Clark Kent									
Maxwell Q Smart					_		$\rightarrow$		
Bluce wayne	<u> </u>						$ \rightarrow $		
		1	i en	6	7		Y		
Scout T	he nan	nes of	Scouts	nt&CyberChip	SMCon	f		The rank	
Clark Kent V	vho are	curre	ntly listed		K			requireme	ents
Maxwell Q Si	is worki	ina on	this rank					which are	
Bruce Wayne			1					recorded	as
								completer	d
Requirements co	mpleted to	owards th	e Tenderfoot ]	Badge:				by open	۲ L
(This information v	vas last upd	ated on Sur	n, Sep 15, 2019 a	t 17:51:35)					
					100 State 1	10.75		SCOUL	-10
Scout	1a CampGoa	1b r CampO	1c	2a CampCooking	2b Cleanur	2c PatrolMeals	3a SouareK	3b not 2HalfHitch	3c TautLino
Stout	Camporea	Campo	Culturo Code	CampCooking	стеанир	1 attonvieals	Squaren		rautime

The following query strings can be used to see the data for just one rank at a time:

- ?scout for progress towards the Scout rank
- **?tender** for progress towards the Tenderfoot rank
- ?second for progress towards the Second Class rank
- ?first for progress towards the First Class rank
- ?star for progress towards the Star rank
- ?life for progress towards the Life rank
- ?eagle for progress towards the Eagle rank
- Padges for a list of Merit Badges earned by the Scouts

So, for example, to see only the requirements completed towards the Tenderfoot rank, you can enter this URL in the browser:

bstroop618.org/CGI\_tools/advancement.cgi?tender



#### To add or change data (password required):

In your favorite web browser enter this URL in the navigation bar:

bstroop618.org/CGI\_tools/advancement.cgi?update

The screen that comes up will offer you a list of ranks to choose from

Troop 618 Advancement Information 🗇
Select a Scouting class to modify the data.
eagle
life
star
first
second
tender
scout
badges
Click <u>here</u> to return to the main Troop 618 web page

Click on any of the ranks, and a screen will come up where you can enter the SPL password provided by the Troop web administrator.

Troop 618 Advancement Information 💠
SPL Password:        Submit     Reset
Click <u>here</u> to return to the main Troop 618 web page

You can also use one of the following query strings to skip the selection screen and jump directly to a given rank (the password step will still be required, though):

- ?update:scout to update progress towards the Scout rank
- ?update:tender to update progress towards the Tenderfoot rank
- ?update:second to update progress towards the Second Class rank
- ? update:first
  - to update progress towards the First Class rank to update progress towards the Star rank
- ? update:star? update:life
- to update progress towards the Life rank
- ? update:eagle to update progress towards the Eagle rank
- ? update:badges to update list of Merit Badges earned by the Scouts

So, for example, to enter data for the Tenderfoot rank, you can enter this URL in the browser:

http://www.bstroop618.org/CGI\_tools/advancement.cgi?update:tender



# New Data Entry:

After entering the correct password, a data entry form will come up:

	Tro Tro	op 6	518 A	Advance	ment In	formation	*
Requ The na Note: entered	ame(s) of s d may be	Scou edite	ts alre d her	eady	lge name contai	ns a slash (/). Any sla	
by a dash (-). The information on	s page was last	t updated	l on Sun,	Sep 15, 2019 at	17:59:19		Use these check boxes
Scout	1a OathEtc.	1b Spirit S	1c SignEtc.	1d 1stClassBadge	1e OutdoorCode	1f PledgeOfAlleg.	to record the rank
Clark Kent							requirements
Maxwell Q Smart			<b>V</b>				completed by
Bruce Wayne							each Scout
Scout Clark Kent Maxwell Q Shart The name this rank m	2a ScoutLeader Sc of one ne nay be ent	2b outAdv w Sc ered	ance Sco Out w here	2c putRanks Merit orking on in this fiel	2d Badges Patrol	3a 3b Methor Patrolopirit	
Scout Clark Kent Maxwell Q Smart Bruce Wayne	4a 4b   Knots Whip&Fi   Image: Constraint of the second		5 SeSafety	6 Parent&Cyber			
Submit Reset		fter n Sub	nakinų mit, F	g changes Reset, or (	s use one Cancel th	of these but e data entry	tons

### Badges:

The forms for the Star, Life and Eagle ranks include fields where the Merit Badges earned towards these ranks can be typed in.

### Important Note:

Be careful in selecting the **Submit**, **Reset**, or **Cancel** button. There is no Undo or Back function.

**Submit** will cause all changes in the current session to be saved to the database, and then go to a screen with an option to make more edits to this rank, or to select another rank to edit.

**Reset** will undo all changes made in the current session but leave the editing window open.

**Cancel** will undo all changes made in the current session and go to a screen with an option to make more edits to this rank, or to select another rank to edit.



#### Next Screen:

After selecting either the **Submit** or the **Cancel** button, this screen will come up:

Scout	1a OathEtc	1b . Spirit	1c SignEtc.	1stC	1d lassBadge	1e OutdoorCode	1f PledgeOfAlleg	;.
Clark Kent						X	X	
Maxwell Q Smart			X		X			
Bruce Wayne	X	X						]
Scout	2a ScoutLe	ader Se	2b coutAdva	nce S	2c coutRanks	2d MeritBadges	3a PatrolMethod	3b PatrolSpiri
Clark Kent								
Maxwell Q Smart								
Bruce Wayne								
Scout	4a Knots W	4b hip&F	use Knife	5 Safet	y Parent&	6 CyberChip SI	7 MConf	
Clark Kent								
Maxwell Q Smart								
DIV						5.0		

It will display the data for the most recently edited rank category, and below will be options to edit that category again, or to edit a different rank category.

On reason why the same rank category may need to be edited more that once is if more than one Scout needs to be added to that rank, as there is only room to add one name per editing session in the form on the preceding page.