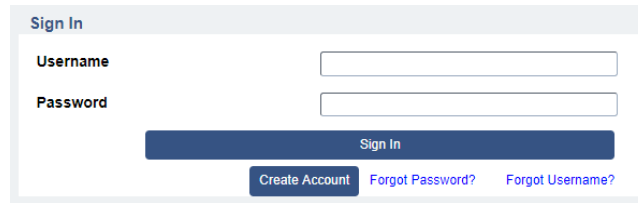


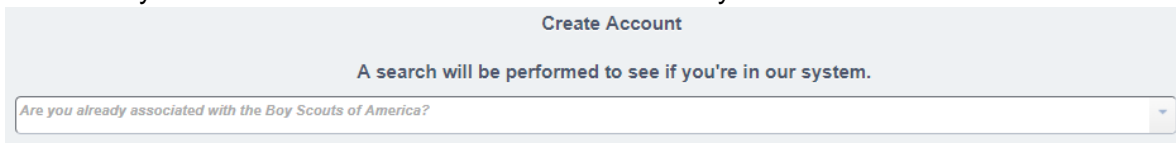
## HOW TO CREATE A MY.Scouting ACCOUNT

- Go to <http://my.scouting.org> (Recommended Browsers are Google Chrome for the PC or Safari for the MAC). **Welcome to Boy Scouts of America myScouting Tools**

- Select **Create Account**



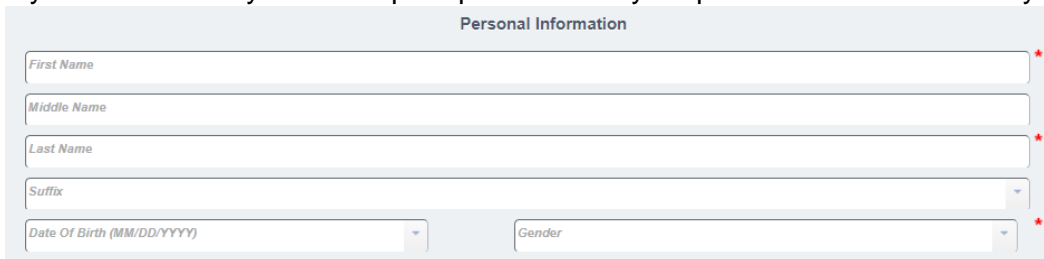
- Indicate if you are or have been associated with the Boy Scouts of America.



YES or NO

Upon selection, you will be asked if you're already associated with the Boy Scouts of America. We'd like to know if you've ever been involved so that we can try to find you in our database and not generate a new member ID. This helps ensure any trainings you've completed are tied to the correct member ID.

- If you select NO – you will be prompted to enter your personal information. Any field with a \* is required.

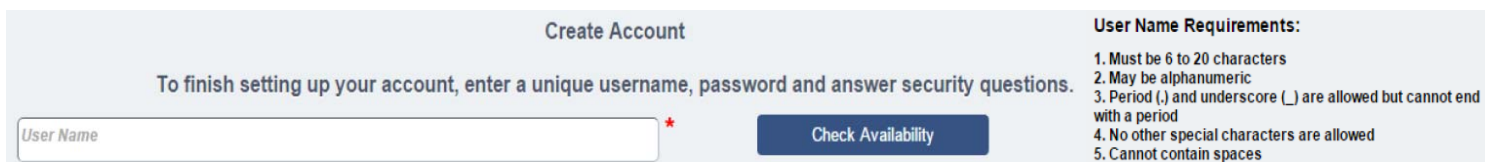


Once you have entered your information and clicked next, the system will search to make sure your name isn't already in the database.

If your name or a similar name is in the

database, you will be asked to confirm the information is yours, then **Select >**. If the displayed option is not yours, then select **Create a new account >**. If there are no possible matches you will be taken to step 5.

- Select a User Name and Check Availability.



- If the User Name is **Available** then you will be prompted to create a password, and security questions. Click NEXT, and you will received notice **Account Created** and be prompted to **Continue**.

**Password Requirements:**

- Must be at least 8 characters but no longer than 12 characters.
- Must meet three of the following four:
  - Must contain at least one uppercase letter (A to Z).
  - Must contain at least one lowercase letter (a to z).
  - Must contain at least one numeric character (0 to 9).
  - Must contain at least one non alphanumeric character: `~!@#%&*_+={}|():;"'<>.,?/.`

- Once you receive your BSA #, make sure to update your My.Scouting profile to ensure your training is correctly linked to you and the unit(s) you are active with.