

Commissioner Corner

Great Salt Lake Council
Issue 5 – Sep 28, 2006



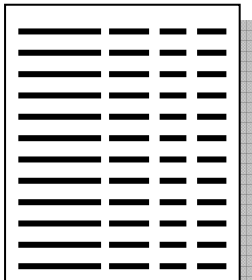
Produced by:
Gary Robinson

On Your
Mark

Inserting data into the Membership Inventory Tool

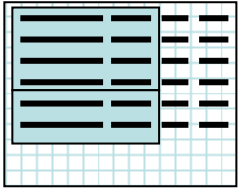
There are two methods to enter young men data into the tool.

YM Data (printed)



Type the Name and Birthdate from a printed list for each boy starting with oldest to youngest.

YM Data (Excel)



Highlight and copy the Name and Birthdate for YM ages 18 to 11 and paste into the tool (top section). Then repeat for ages 10 to 7 (Cub Scout section).

Membership Inventory Tool (Excel Spreadsheet)

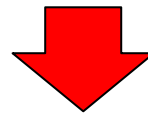
List of Young Men by age for --

Charter Organization #1

Registration Status					2006	2006	2006	2006	2006	2007	2007	2007	2007	2007	2007	
Pack	Troop	Team	Crew	Name	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL
Scout, Varsity, Venturing age																
Birthdate					mm/dd/yyyy											
Cub Scout age boys																
Registered YM not on Charter Organization Membership List																

Color Key ---> Cub Scout (blue), Boy Scout (pink), Varsity (orange), Venturing (green)

The final step is to add the BSA charter information into the tool. Put an "X" next to each young man in the appropriate column to indicate the group they are registered with. Type the names and birthdates in the bottom section for any young man not found on the membership list but registered on the charter and add the proper "X".



Final Results

Important Notes:

If there are more young men to enter than space provided in the tool section, highlight a row and select insert to add rows as needed. Then highlight a group of ages across the 12 months and copy then paste into these new rows so that ages are properly calculated and color-coded.

After all data has been entered, extra rows can be deleted to improve the final look of the report.

Registration Status					2006	2006	2006	2006	2006	2007	2007	2007	2007	2007	2007	
Pack	Troop	Team	Crew	Name	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL
Scout, Varsity, Venturing age																
Birthdate					mm/dd/yyyy											
X				Red Smith	10	10	10	10	10	10	10	10	10	10	10	10
X				Mark Moore	17	17	16	16	16	16	16	16	16	16	16	16
X				Perce Lonzo	16	16	16	16	16	16	16	16	16	16	16	16
X				Wendy Brown	15	15	15	15	15	15	15	15	15	15	15	15
X				Shawn Young	14	14	14	14	14	14	14	14	14	14	14	14
X				Sam Elmer	13	13	13	13	13	13	13	13	13	13	13	13
X				Wally Green	12	12	12	12	12	12	12	12	12	12	12	12
X				George Norton	11	11	11	11	11	11	11	11	11	11	11	11
Daily Scout-age Range																
X				Red Smith	10	10	10	10	11	11	11	11	11	11	11	11
X				Gary Lopez	9	9	9	10	10	10	10	10	10	10	10	10
X				Bryan Rogers	9	9	9	9	9	9	10	10	10	10	10	10
X				Robert Horton	8	8	8	8	8	8	8	8	8	8	8	8
X				Tim Green	8	8	8	8	8	8	8	8	8	8	8	8
X				Jack Stone	7	7	7	7	7	7	7	7	7	7	7	7
X				Jack Stone	7	7	7	7	7	7	7	7	7	7	7	7
Daily Scout-age Range																
X				John Jones	16	16	16	16	16	16	17	17	17	17	17	17
X				Alan Jones	15	15	15	15	15	15	15	15	15	15	15	15
X				Sam Jones	10	10	10	11	11	11	11	11	11	11	11	11
X				Red Jones	7	7	7	7	7	7	7	7	7	7	7	7

Color Key ---> Cub Scout (blue), Boy Scout (pink), Varsity (orange), Venturing (green)