

Tips for Being a Successful Scout in Troop 240

Keep Personal Records:

1. Keep a running list of camp-outs, hikes, and service projects you participate in.
2. Submit this information frequently to the ASM for Advancement
3. This information is necessary for documenting Ranks and various Merit Badges that require a specific number of days or hours of participation.

Bring It:

1. Bring your Scout Handbook to every meeting.
2. Bring your Troop Manual to every meeting.
3. Bring pen & paper to every meeting.

Turn It In!

1. It is your responsibility to make sure that your Patrol Leader and the ASM for Advancement has the most accurate information on your advancement status.
2. Be sure your handbook is up to date and all requirements completed are signed off by a qualified person. The pages for rank requirements will be checked periodically by the scoutmasters.
3. Submit the camp out and service hours lists, rank requirements and merit badge cards when completed. If this information is not entered in your Troop records, "it does not exist." You are now responsible for making sure all information is accurate and submitted in a timely manner.

Scoutmaster's Conference and Board of Review:

1. When you have completed all the skill requirements for a rank and have them signed in your Handbook, let your Patrol Leader know. He will get the request form for you to fill out.
2. The Patrol Leader will then present you to the SPL with a recommendation concerning your Scout Spirit.
3. If this recommendation is positive and the SPL agrees, you will be presented to the Scoutmaster or one of his Assistants to have the Scout Spirit requirement signed. At that time, you will also schedule a Scoutmaster's Conference.
4. Upon successful completion of your Scoutmaster's Conference, a Board of Review for that rank will be scheduled for you.
5. At the scheduled time, you will be presented to the Board of Review. Make sure you are in full and proper uniform and have your Handbook as well as any other supporting documentation you might need.

Rank Cards:

1. The Green and White card is your *proof* that a rank was awarded and on what date.
2. Save the Green and White card in a 9 pocket vinyl page that is made for trading cards. Store these pages in a binder or folder.
3. If you ever need to correct an error in the Troop's records keeping these cards will provide proof of your contention.
4. These cards also provide written documentation for the Eagle Rank.

Merit Badge Cards - Blue Cards:

1. The Blue card is your *proof* that you have completed the requirements for a merit badge.
2. As you complete the requirements it has to be signed off by a qualified merit badge counselor.
3. Submit the completed merit badge card to the ASM for Advancement.
4. When this card is returned to you with the merit badge, save the Blue card in a 9 pocket vinyl page that is made for trading cards. Store these pages in a binder or folder.

Merit Badge Counselors:

1. Merit Badge Counselors are volunteers. Be respectful of their time by being on time for your appointment.
2. When you wish to begin or complete a merit badge, seek out the qualified Merit Badge Counselor.
3. If you do not know who gives a particular merit badge check our counselor list on the web site under resources.
4. As per BSA regulations, when you meet with a counselor you must have a buddy with you.
5. Your merit badge (blue) card must be signed by a Scoutmaster before you can begin the badge.
6. Have the courtesy of filling out all information necessary on the blue card before you hand it to the counselor.

Leadership Certificates:

1. The Leadership Certificate is your *proof* that you held this position.
2. The dates on these certificates are important documentation for your Eagle Rank.
3. These certificates should be kept in sheet protectors in a binder with your rank cards and merit badge cards

Joe Acquafredda
Scoutmaster
Troop 240