

**PALMETTO COUNCIL UNIT VISIT TRACKING SYSTEM IMPLEMENTATION  
A PROJECT PREPARED FOR  
DOCTOR OF COMMISSIONER SCIENCE DEGREE  
PIEDMONT-APPALACHIAN  
COLLEGE OF COMMISSIONER SCIENCE**

Richard L. Strasburger  
Council Commissioner  
Palmetto Council  
Boy Scouts of America

February 2010



Piedmont-Appalachian College of Commissioner Science

Hulie B. Ratterree, Advisor

**To the Doctoral Candidate Review Board:**

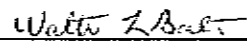
**I am submitting herewith a project written by Richard L. Strasburger, entitled "Palmetto Council Unit Visit Tracking System Implementation: A Project Prepared for Doctor of Commissioner Science Degree, Piedmont-Appalachian College of Commissioner Science".**

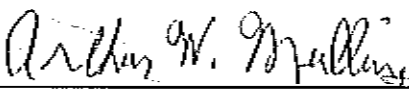
**I have examined the final copy for format and content and recommend that it be accepted in partial fulfillment of the requirements for the Degree of Doctor of Commissioner Science.**

  
Advisor

**We have read this project and  
Recommend its acceptance:**


  
Blue Ridge Council

  
Great Smoky Mountain Council

  
Sequoyah Council

  
Palmetto Council

**Accepted for the Piedmont-Appalachian College  
of Commissioner Science:**

  
Chairman, Doctoral Candidate Review Board and  
Daniel Boone Council

## **ACKNOWLEDGEMENTS**

**I would like to express my sincere gratitude to Hulie B. Ratterree for his support, thoughts, and encouragement as I worked my way through to the completion of this project and the write up of this document. Without his gentle prodding and emails, I may not have completed this document this year.**

**I would also like to thank the Palmetto Council District Commissioners for setting up meetings for me to train the Unit Commissioners. My thanks are also extended to the Unit Commissioners for coming to my training classes, and more importantly, for beginning to use the Unit Visit Tracking System.**

**Sara Lacobee, Training Specialist, BSA, provided the Unit Visit Tracking video that I used for training classes. Tim Acree, National Commissioner Support Staff, BSA, answered many questions that I had both before and after my training classes.**

**I also wish to thank the members of the review board for all their dedication to the Piedmont-Appalachian College of Commissioner Science, for allowing me to do this project for my dissertation, and for taking the time to read and discuss my dissertation.**

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## ABSTRACT

**This project was conceived to institute the Unit Visit Tracking System for Commissioners of the Palmetto Council. The system has been in use for several years by the BSA, and several councils are using it, but before this project was written, it was not being used in the Palmetto Council. To do this involved getting the council's approval and commitment for use of the system, and training all the commissioners in the council on how to use the system.**

## INTRODUCTION

I am currently the Council Commissioner for the Palmetto Council. I have attended the Piedmont-Appalachian College of Commissioner Science for a few years. When I was working on my Masters degree, I learned about the Unit Visit Tracking System. Several councils in attendance at the college were already using the system and seemed to like it. The Palmetto Council was not using it. I had wanted to implement the system for a while, but never seemed to get around to it. When I was in class my third year, working on my Candidate for Doctor of Commissioner Science, we were discussing topics and projects. In class, I decided to make this my project, mostly to ensure that I would get it done. I felt like it was something that needed to be done, and thought this would give me a little push to get it done. The following pages will explain what I did to complete the project.

## METHODS

The first step in the process was to get permission and commitment from the Palmetto Council to implement the Unit Visit Tracking System. Being the Council Commissioner, I presented it at the council board meeting. I explained that time would be required of the council registrar, but mostly of the commissioners. The board decided that no vote was required, but that they enthusiastically supported it.

The next step was to schedule training classes. These were done at the regularly scheduled monthly commissioners' meetings. Meeting notices were sent out in advance, and all commissioners were asked to attend. The York district training meeting was held in Rock Hill on 9/3/09. The Piedmont, Pinckney, and Middle Tiger districts met together in Spartanburg on 10/1/09. The Lancaster and Chester district training meeting was held in Richburg on 10/8/09.

There was a very good training video available online at <http://www.scouting.org/myscouting>. This was shown via wireless internet at the Rock Hill meeting. We were not sure if we could get wireless internet to work in Richburg, SC, so I contacted Sara Lacobee, who is a Training Specialist with the BSA. I met Sara at the BSA national convention where she was using this video to train commissioners at the convention. Sara sent me a copy of the video on DVD to use at the other meetings.

There was also a good help document online at <http://www.scouting.org/myscouting>. I printed out this document and added a few instructions specific to Palmetto Council commissioners on the last page. This was given out at the meetings to all commissioners.

I told the commissioners that we were trying to get into the computer age with our reports. I explained that the District Commissioners have access to all the unit visit reports in their district, and that the Council Commissioner has access to all the unit visit reports in the council. We discussed how valuable this information will be for the entire commissioner team. Everyone in attendance agreed that the system looked easy to use, and agreed to give it a try.



## **RESULTS**

As you can see from the attached UNIT VISIT TRACKING REPORT, the Unit Visit Tracking System is being used by commissioners in all districts of the Palmetto Council. I would like to point out that this is not all of the commissioners, but some in each district. I was asked how I got this level of participation. I just kept sending out emails to the commissioners asking them to use the system, and I kept looking at the visit reports. I think it is important for all levels, Unit Commissioners, District Commissioners, and the Council Commissioner, to utilize the system if it is to be successful. If the Unit Commissioners do not receive any feedback and do not think anyone is looking at their reports, they will probably stop using the system.

# UNIT VISIT TRACKING REPORT

Region Name : SOUTHERN REGION - 902  
 Area Name : AREA 5 - 9025  
 Council Name : PALMETTO COUNCIL; SPARTANBURG, SC - 549

Visit Date	Visit Type	Visit Desc	UnitType/No	Attendance	Unit Commissioner	Quality Indicators	Comments
02/07/10	Unit Meeting	Blue and Gold Banquet. FOS presentation.	Pack 0002	#Adult: 60 #Youth: 30	Richard Strasburger	Planning:Yes Program:Yes Leadership:Yes Attendance:Yes Tone:Yes	General:No Visit:Yes Unit:No
01/26/10	Unit Meeting		Troop 0028	#Adult: 12 #Youth: 20	Stanley Schumann	Planning:Yes Program:Yes Leadership:Yes Attendance:Yes Tone:Yes	General:No Visit:No Unit:No
01/21/10	Unit Meeting		Pack 0021	#Adult: 5 #Youth: 19	Kenneth Williams	Planning:Yes Program:Yes Leadership:Yes Attendance:Yes Tone:Yes	General:No Visit:No Unit:No
12/15/09	Unit Activity	12/09/2009	Troop 0083	#Adult: 3 #Youth: 5	Paul Kraus	Planning:Yes Program:Yes Leadership:Yes Attendance:Yes Tone:Yes	General:No Visit:No Unit:No
12/15/09	Unit Meeting	weekly meeting	Troop 0021	#Adult: 3 #Youth: 8	Kenneth Williams	Planning:Yes Program:Yes Leadership:Yes Attendance:No Tone:Yes	General:No Visit:No Unit:No
12/02/09	Unit Activity	visit crew	Crew 0376	#Adult: 4 #Youth: 10	Madaline Pearson	Planning: Program: Leadership: Attendance: Tone:	General:No Visit:No Unit:No
12/02/09	Unit Activity	visit crew	Crew 0376	#Adult: 4 #Youth: 10	Madaline Pearson	Planning: Program: Leadership: Attendance: Tone:	General:No Visit:No Unit:No
11/28/09	Other	Eagle award	Troop 0376	#Adult: 3 #Youth: 6	Madaline Pearson	Planning: Program: Leadership: Attendance: Tone:	General:No Visit:Yes Unit:No
11/10/09	Other	Email	Pack 0024	#Adult: 0 #Youth: 0	Frederick Lux	Planning: Program: Leadership: Attendance: Tone:	General:Yes Visit:No Unit:No
11/10/09	Other	Email	Pack 0969	#Adult: 0 #Youth: 0	Frederick Lux	Planning: Program: Leadership: Attendance: Tone:	General:Yes Visit:No Unit:No
11/10/09	Other	Email	Troop 0003	#Adult: 0	Frederick Lux	Planning:	General:Yes

				#Youth: 0		Program: Leadership: Attendance: Tone:	Visit: Unit: No
11/10/09	Other	Email	Troop 0024	#Adult: 0 #Youth: 0	Frederick Lux	Planning: Program: Leadership: Attendance: Tone:	General:Yes Visit:No Unit:No
11/08/09	Leader Meeting	Troop Committee Meeting	Troop 0028	#Adult: 20 #Youth: 1	Stanley Schumann	Planning:Yes Program:Yes Leadership:Yes Attendance: Tone:	General:Yes Visit:No Unit:No
11/04/09	Unit Meeting		Troop 0083	#Adult: 3 #Youth: 6	Paul Kraus	Planning:Yes Program:Yes Leadership:Yes Attendance:Yes Tone:Yes	General:No Visit:Yes Unit:No
10/17/09	Leader Meeting	LOE Training - Camp Bob Hardin	Pack 0133	#Adult: 1 #Youth: 0	David Viscusie	Planning: Program: Leadership: Attendance: Tone:	General:Yes Visit:No Unit:No
10/12/09	Unit Meeting		Troop 0137	#Adult: 6 #Youth: 10	Robert White	Planning:Yes Program:Yes Leadership:Yes Attendance:Yes Tone:Yes	General:No Visit:No Unit:Yes
10/06/09	Unit Meeting		Pack 0083	#Adult: 4 #Youth: 6	Paul Kraus	Planning:Yes Program:Yes Leadership:Yes Attendance:Yes Tone:Yes	General:Yes Visit:No Unit:No
10/03/09	Unit Activity	Fall Camporee	Troop 0277	#Adult: 3 #Youth: 6	David Viscusie	Planning:Yes Program:Yes Leadership:Yes Attendance:No Tone:Yes	General:No Visit:Yes Unit:Yes
10/01/09	Unit Meeting	Pack Meeting	Pack 0106	#Adult: 3 #Youth: 20	Richard Strasburger	Planning:Yes Program:Yes Leadership:Yes Attendance:Yes Tone:Yes	General:No Visit:Yes Unit:No
09/28/09	Unit Meeting	Board of Review	Troop 0349	#Adult: 3 #Youth: 12	Robert White	Planning:Yes Program:Yes Leadership:Yes Attendance:Yes Tone:Yes	General:No Visit:No Unit:Yes
09/26/09	Unit Meeting	Planing meeting	Pack 0139	#Adult: 6 #Youth: 10	Robert White	Planning:Yes Program:Yes Leadership:Yes Attendance:No Tone:Yes	General:No Visit:No Unit:No
09/21/09	Unit Meeting	first meeting - 21 new Tigers	Pack 0133	#Adult: 59 #Youth: 74	David Viscusie	Planning:Yes Program:Yes Leadership:Yes Attendance:Yes Tone:Yes	General:No Visit:Yes Unit:No
09/21/09	Unit Meeting		Pack 0333	#Adult: 40 #Youth: 95	Glenn Stoner	Planning: Program: Leadership: Attendance: Tone:	General:No Visit:No Unit:No

09/21/09	Unit Meeting	quick visit - met with Pack 133	Troop 0133	#Adult: 4 #Youth: 13	David Viscusie	Planning:Yes Program:Yes Leadership:Yes Attendance:Yes Tone:Yes	General:No Visit:No Unit:No
09/16/09	Unit Meeting	visit	Pack 0376	#Adult: 4 #Youth: 6	Madaline Pearson	Planning: Program: Leadership: Attendance: Tone:	General:No Visit:Yes Unit:No
09/15/09	Unit Activity		Pack 0985	#Adult: 7 #Youth: 32	Robert White	Planning:No Program:Yes Leadership:Yes Attendance:No Tone:Yes	General:No Visit:No Unit:No
09/15/09	Unit Activity		Pack 0985	#Adult: 7 #Youth: 32	Robert White	Planning: Program: Leadership: Attendance: Tone:	General:No Visit:No Unit:No
09/15/09	Unit Activity		Pack 0985	#Adult: 7 #Youth: 32	Robert White	Planning: Program: Leadership: Attendance: Tone:	General:No Visit:No Unit:No
09/14/09	Unit Meeting		Pack 0832	#Adult: 4 #Youth: 120	Hulic Ratterree	Planning:Yes Program:Yes Leadership:Yes Attendance:Yes Tone:Yes	General:No Visit:Yes Unit:No
09/14/09	Unit Meeting		Pack 0832	#Adult: 4 #Youth: 120	Hulic Ratterree	Planning: Program: Leadership: Attendance: Tone:	General:No Visit:No Unit:No
09/08/09	Unit Meeting		Troop 0333	#Adult: 7 #Youth: 35	Glenn Stoner	Planning:Yes Program:Yes Leadership:Yes Attendance:No Tone:Yes	General:No Visit:Yes Unit:No
09/03/09	Unit Meeting		Troop 0002	#Adult: 6 #Youth: 15	Richard Strasburger	Planning:Yes Program:Yes Leadership:Yes Attendance:No Tone:Yes	General:No Visit:Yes Unit:No
08/31/09	Other	court of honor	Troop 0366	#Adult: 15 #Youth: 14	Madaline Pearson	Planning: Program: Leadership: Attendance: Tone:	General:No Visit:No Unit:No
08/17/09	Unit Meeting		Troop 0366	#Adult: 4 #Youth: 12	Madaline Pearson	Planning: Program: Leadership: Attendance: Tone:	General:No Visit:No Unit:No
08/15/09	Other	Discussion with SM at OA Function	Troop 0037	#Adult: 1 #Youth: 0	Glenn Stoner	Planning:Yes Program:Yes Leadership:Yes Attendance:Yes Tone:Yes	General:No Visit:Yes Unit:No
08/13/09	Leader Meeting		Pack 0031	#Adult: 2 #Youth: 0	Hulic Ratterree	Planning: Program: Leadership: Attendance:	General:No Visit:No Unit:No

08/02/09	Unit Activity Eagle Court of Honor for Mark and Stephen	Troop 0037	#Adult: 5 #Youth: 20	Glenn Stoner	Tone: Planning:Yes Program:Yes Leadership:Yes Attendance:Yes Tone:Yes	General:No Visit:No Unit:No
07/13/09	Unit Meeting first meeting	Troop 0133	#Adult: 3 #Youth: 8	David Viscusi	Planning:Yes Program:Yes Leadership:Yes Attendance:Yes Tone:Yes	General:No Visit:Yes Unit:No
04/18/09	Unit Activity Blue & Gold Banquet	Pack 0155	#Adult: 15 #Youth: 30	Nancy Wasness	Planning:Yes Program:Yes Leadership:Yes Attendance:Yes Tone:Yes	General:No Visit:No Unit:No
04/08/09	Leader Meeting	Troop 0031	#Adult: 1 #Youth: 0	Hulic Ratterree	Planning: Program: Leadership: Attendance: Tone:	General:No Visit:No Unit:Yes
01/29/09	Unit Meeting Pack Meeting	Pack 0155	#Adult: 10 #Youth: 30	Nancy Wasness	Planning:No Program:Yes Leadership:Yes Attendance:Yes Tone:Yes	General:No Visit:Yes Unit:No
01/10/09	Leader Meeting Informal Meeting with the leaders of the pack	Pack 0155	#Adult: 4 #Youth: 0	Nancy Wasness	Planning:Yes Program: Leadership:Yes Attendance: Tone:	General:No Visit:Yes Unit:No

## APPENDIX I

The attached Unit Visit Tracking System Help document was given out to all commissioners at the training meetings. It is meant to be a helpful guide to the Unit Visit Tracking System. It is available on line at <http://www.scouting.org/my scouting>. I did add some information specifically for Palmetto Council commissioners to the last page.

## Unit Visit Tracking System Help

### Overview

This system will allow unit commissioners to track information about visits to their units. All commissioners may access the system; unit commissioners can add and edit visit information, and they can see their most recent five visits on the Home page with a link to each visit. Unit commissioners can add visit information only to the units to which they are assigned. District commissioners can view the visits made by their unit commissioners. Visit information is stored in the system for one year.

### Visits

Click the Visits tab. District commissioners can view visit information on this page. Unit commissioners can view and edit the information. Commissioners will see those visits assigned to their commissioner position; for example district commissioners can view visit information for the district assigned to them. Unit commissioners can view the information for the units assigned to them.

#### To view visits

Visit details included on this page are visit date, attendees, type of visit, unit, and district, plus up to five quality program indicators, including Planning, Program, Leadership, Tone, and Attendance.


#### To view a definition of each indicator

Click the Quality Indicators link. The resulting information appears in a new window.

Quality indicators are observational points used to measure not only the quality of visits, but also the level of engagement. They are:

Planning	Did the observed program reflect prior planning and adequate preparation?
Program	Was the observed activity appropriate to the stated advancement and program objectives for this unit?
Leadership	Was adult (and age-appropriate youth) leadership present during this activity?
Tone	Did the Scouts appear to enjoy and be engaged with the program activity?
Attendance	Was actual attendance at this activity at or near the number of enrolled youth?

#### Filter

You can limit the visits that display by filtering the information. To do this, click the filter icon . On the resulting view, click the down arrow by the structure that you want to filter. For example, to view visits within a council, click the down arrow and select the district to view.

**Note:** These selections are based on your role. For example, if you are a district commissioner, you can select from the district assigned to you in the District filter. Then you could also narrow the results to specific units. Other options may not be available to you. You can view ONLY items within your role structure.

You can also narrow the search by selecting visit dates from the calendar. Select a from and to date to see visits within a date range.

Select your filters and click Submit. Scroll down the page to view the visits within the filters you have set.

### To add a visit

Adding a visit involves three steps, which correspond to the three tabs on this view: Visit, Quality Indicators, and Comments. Note: You can also add a visit from the Home page.

- 1 Click the Add Visit button.
- 2 Some of the information may be automatically filled in, depending on your role. If you are a unit commissioner, the region, area, council, and district are completed. You must select a unit from those assigned to you.
- 3 Click the down arrow at the Visit Type field and select from the types listed.
- 4 Enter a description of the visit. This field is optional but may be useful.
- 5 From the calendar icon, select the date of the visit.
- 6 Enter the number of youth and the number of adults present at the visit.
- \* Youth and adults present are validated against Scouting guidelines. If no one was present, enter a zero rather than skipping these fields.

If...	Then...
The visit type is unit activity or unit meeting,	both youth and adults can be entered.
The visit type is a leader meeting,	the adults can be entered and youth default to zero.
The visit type is other,	if you omit youth and adult fields, the default will be zero.

- 7 Click Save
- 8 Select the Quality Indicators tab. For each quality indicator, select Yes or No. Then Save your entries.
- 9 Select the Comments tab. Select one of the radio buttons to make this comment specific to the visit, the unit, or simply a general comment. Type up to 255 characters for your comment in the free-form field and click Save.

### To edit visit details


On the Visits page, click on the visit date of the visit you want to edit. The Edit Visit page opens. Make any changes and click Save. You can make changes to the Quality Indicator and Comments views as well. To delete a comment, click the red X in the Delete column of the comment. You must save the Add Visit page and then each page that you change before you can continue.



### **To view most recent visits**


Unit commissioners will see the last five visits they have made on the Home page in the left panel, and they will see all visit reports for the past 12 months on the Visits page. Click on the date to view and/or edit details of the visit. Click on Visits to view all visits on the Visits page.

### **To print visit information**

Click the printer icon . If your role allows you to view information above a unit level, you can select from the structure options available. For example, select a district to print unit visit information for units only within that district. Or, make no selections to print all visits. The report opens in Acrobat Reader format. Click the printer icon to print it.

Note: Comments themselves are not printed. A yes or no is printed in the Comment column to signify that comments were entered.

### **To export visit information**

Click the export icon . A window shows visit options and a check box for each. This is supplemental information that you can export. Visit date, visit type, visit description, and unit type/number will automatically be included in the spreadsheet. Mark the check box for the supplemental options that you want to export. Click Submit. Then select to either open or save the spreadsheet.

Note: Only the most recent comment in each type of comment is exported.

### **Focus**

A focus point is a note to self. It's a reminder task for the commissioner. Any commissioner can add, edit, or delete a focus they created.

#### **To set a focus:**

- 1 Click the Add a focus button. This button is on the Home page and on the Focus page.
- 2 Click the calendar icon to select a From Date, or starting point, for this task.
- 3 Click the calendar icon to select a To Date, or ending point, for this task.
- 4 Type text in the Focus area to describe the task. Type up to 255 characters.
- 5 Click Save.

#### **To view focus items:**

Click the Focus tab. You will see only your focus items. You can edit or delete an item using the appropriate buttons on the left.

On the Home page, the five most recent focus entries are displayed with a link to the Focus page.

## **Unit Visit Tracking Help and Support for Registered Commissioners**

### **Where do I go for help or support and troubleshooting with MyScouting?**

E-mail [myscouting@netbsa.org](mailto:myscouting@netbsa.org) with your logon e-mail address and contact information. Please include your council name and headquarters city.

### **Where can I submit suggestions for enhancements or future improvements concerning UVTS?**

E-mail [myscouting@netbsa.org](mailto:myscouting@netbsa.org) with your logon e-mail address and contact information. Please include your council name and headquarters city.

### **Where, besides my council office, can I go to obtain more information about additional commissioner services?**

Contact Community Alliances Team S-211  
Membership Impact Department  
Council Solutions Group  
1325 West Walnut Hill Lane  
P. O. Box 152079  
Irving, Texas  
75015-2079

Or  
E-mail [Angela.Elliott@scouting.org](mailto:Angela.Elliott@scouting.org)

Or  
Call 972-580-2269

## **Information for Palmetto Council Commissioners:**

Enter the Unit Visit Tracking System through the Web site: <http://www.scouting.org/myscouting>

To enter the Unit Visit Tracking System, you must have a MyScouting account, you must be a registered Commissioner, and you must have units assigned to you. If you do not have a MyScouting account, you can create a new account at [www.scouting.org/myscouting](http://www.scouting.org/myscouting). If you are not registered as a Commissioner, or do not have units assigned to you, contact your District Commissioner or Trina Stapleton, Palmetto Council Registrar, at 864-585-4391.

### **Miscellaneous Help and Information:**

BSA Help Desk: 800-627-3025  
Sara Lacobae, Training Specialist, Unit Visit Tracking System, 972-580-2330  
Tim Acree, National Commissioner Support Staff, 615-216-1627  
Commissioner's Website: <http://www.scouting.org/commissioners> (many great ideas and aids)

## APPENDIX II

The attached screenshots are from the Unit Visit Tracking training video that was used at the training meetings. It is available on line at <http://www.scouting.org/myscouting>, but this version was sent to me by Sara Lacobee, Training Specialist, BSA.



BOY SCOUTS OF AMERICA

5/12/2009

1

00:01/03:57

# Unit Visit Tracking

Ensure Quality in Every Unit



# Unit Visit Tracking



- Unit commissioners add and edit visits
- District commissioners view visits



BOY SCOUTS OF AMERICA

Unit Visit Tracking  
5/8/2009

3

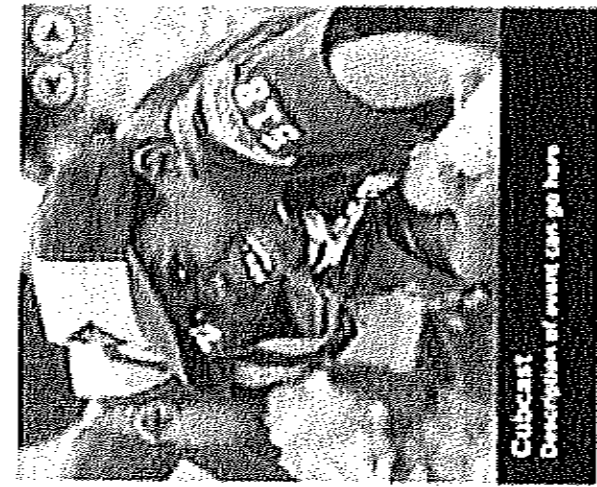
00:14 / 03:57



# BOY SCOUTS OF AMERICA



- MyScouting
- MyBSA
- National Council



Cubcast  
Description of event can go here

**My Profile**

- View My Profile
- My Achievements
- My Training History

**Training**

- Webinars

**Unit Tools**

- Unit Register
- Unit Calendar
- Unit Contacts
- Unit Fundraising
- Internet Fundraising
- Internet Advancement
- Scout Parents Register
- Your Permits
- Unit Year Training

**Events**

- Jamborees
- Camps

**Community**

- Scouting Community
- Adult Community
- NESS

## Aliquam elementum.

Morbi ut nulla Fusce tellus. Nulla Incepti Curabitur tellus odio. eleifend non, rutrum vitae, mattis sit, velit. Proin nulla. Nulla purus lectus, congue vitae, placerat non, vulputate rhoncus, risus. Nunc id neque Fusce vestibulum. Aenean non elit sed libero egestas venenatis. Integer enim dui, sodales in, luctus sed, fermentum sit amet, arcu.

## Vivamus orci. Sed.

Morbi lacinia necque non enim Aliquam nisi. Aliquam erat volutpat. Maecenas posuere. Nam id velit ut magna lacinia accumsan. Mauris bibendum. Etiam sit amet mi quis ipsum varius ullamcorper. Mauris posuere. nulla sit amet bibendum aliquam, ante felis pretium orci, nec fringilla ligula tortor ac nisi. Aenean dapibus cursus metus. Nunc tempor, leo lacinia sollicitudin ultrices, tortor odio aliquam ligula, vel tristique massa augue sed tortor. Nunc neque. Phasellus gravida aliquet est.

## Scouts in the News

- Facing a Scout Banned to Another Dimension
- Scouts Honor Girl Scout
- In a review by Scout, we could use more Boy Scouts
- Scout BSA Employee Don't Want to be Banned by BSA
- 5th-grade comes to the rescue of an aging kindergarten

Unit Activity

adult: 2 youth: 11

5 Out of 5 Quality Indicators

04/01/2009

Maria Ortiz

Unit Activity

adult: 2 youth: 11

5 Out of 5 Quality Indicators

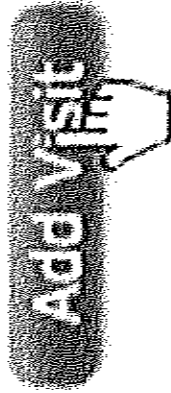
04/01/2009

Maria Ortiz

Unit Activity

adult: 2 youth: 11

0 Out of 5 Quality Indicators



more...





Welcome Maria Ortiz

# Add Visit

All in the \* required fields below

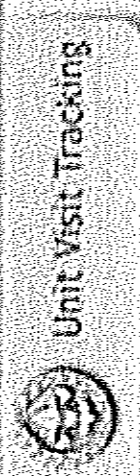
VER

UNIT VISITS

## VISIT

Region	North Region
Area	Area 2
Council	Northwest Council
District	District 2
Unit	
Type of Visit	
Description(Optional)	
Date of Visit	
Number of Youth	
Number of Adults	

Save



Unit Visit Tracking

Home • Visits • Focus • Help



Welcome Mama Ortiz

# Add Visit

VERB    COUNCILS    COUNCILS    COUNCILS

## VISIT

Region    Country of Origin    302

Area    Area    1103

Council    Council    Dallas, TX 574

District    District    Dallas, TX 574

Unit    Troop 0281 Senter Park Advisory Council Irving, TX

Type of Visit    Unit Activity

Description(Optional)    Court of Honor

Date of Visit    5/6/2008

Number of Youth    11

Number of Adults    2





# Unit Visit Tracking



Home • Visits • Focus • Help



Welcome Maria Ortiz

## Add Visit

View

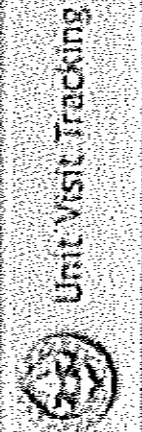
Quality Indicators

Comments

### QUALITY INDICATORS

Planning	Did the observed program reflect prior planning and adequate preparation?	Yes	No
Programs	Was the observed activity appropriate to the stated advancement and program objectives for this unit?	Yes	No
Leadership	Was adult (and age-appropriate youth) leadership present during this activity?	Yes	No
Scout	Did the Scouts appear to enjoy and be engaged with the program activity?	Yes	No
Attendance	Was actual attendance at this activity at or near the number of enrolled youth?	Yes	No

Save



Unit Visit Tracking



Home • Visits • Focus • Help



Welcome Mama Ortiz

# Add Visit

Your changes have been saved!

- Visit
- Quality Indicators
- Comments

## QUALITY INDICATORS

Planning	Did the observed program reflect prior planning and adequate preparation?	<input type="radio"/> Yes <input type="radio"/> No
Program	Was the observed activity appropriate to the stated advancement and program objectives for this unit?	<input type="radio"/> Yes <input type="radio"/> No
Leadership	Was adult (and age-appropriate youth) leadership present during this activity?	<input type="radio"/> Yes <input type="radio"/> No
Tone	Did the Scouts appear to enjoy and be engaged with the program activity?	<input type="radio"/> Yes <input type="radio"/> No
Attendance	Was actual attendance at this activity at or near the number of enrolled youth?	<input type="radio"/> Yes <input type="radio"/> No

Save



# Unit Visit Tracking



- Home • Visits • Focus • Help •



Welcome Maria Ortiz

## Add Visit

Visit

Country/Institution

Comments

### COMMENTS

What is this comment regarding?

Visit - Unit - General



Total number of characters: 255 / 255

Save



Home • Visits • Focus • Help



Welcome Maria Ortiz

# Add Visit

VCA

Quality Indicators

Comments

## COMMENTS

What is this comment regarding?

Visit • Unit • General

this is a very well-run unit.

Total number of characters: 228 / 255





# Unit Visit Tracking



[Home](#) • [Visits](#) • [Focus](#) • [Help](#)

Welcome Marie Droz

## What is my Focus?

From: 03/04/2009  
To: 05/29/2009  
Fundraising kickoff meeting

From: 03/04/2009  
To: 05/29/2009  
Fundraising kickoff meeting on Thursday.

From: 04/20/2009  
To: 04/20/2009  
Contact units about setting up program planning meetings.

From: 03/02/2009  
To: 03/20/2009  
Preparation for annual program planning review.

From: 12/02/2008  
To: 12/23/2008  
Followup on charter renewals.



more...

## Recent Visits

02/04/2009  
Marie Droz  
Unit Activity  
adult: 2 youth: 11  
0 Out of 3 Quality Indicators

02/04/2009  
Marie Droz  
Unit Activity  
adult: 2 youth: 11

## Welcome to Unit Visit Tracking!

Unit Visit Tracking is a web-based system that allows you to track and manage your unit visit data. It provides a central location for all your unit visit information, including contact information, visit dates, and visit reports. You can also use the system to generate reports and track your progress over time.

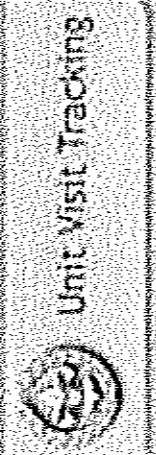
The system is designed to be easy to use and to provide you with the information you need to manage your unit visit program effectively. It is a free system and is available to all units.

The system is an effective program to the sustainability of your unit. It provides a central location for all your unit visit information, including contact information, visit dates, and visit reports. You can also use the system to generate reports and track your progress over time.

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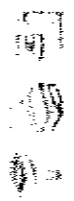


Home • Visits • Focus • Help

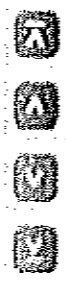


Welcome Maria Ortiz

Visits



Page 1 of 3



LOYALTY INDICATORS

Visit Date	Attendees	Visit Type	Unit	District	Planning	Program	Leadership	Tone	Attendance
12/26/08	Adults : 29 Youth : 9	Unit Meeting	Troop 0684	Western Star	Yes	Yes	Yes	Yes	Yes
12/21/08	Adults : 36 Youth : 28	Unit Activity	Pack 0509	Western Star	Yes	Yes	Yes	Yes	Yes
12/13/08	Adults : 35 Youth : 20	Unit Activity	Pack 0501	Western Star	Yes	Yes	Yes	Yes	Yes
12/07/08	Adults : 6 Youth : 0	Leader Meeting	Crew 0604	Western Star	Yes	No	No	Yes	Yes
12/01/08	Adults : 42 Youth : 24	Unit Meeting	Pack 0501	Western Star	Yes	Yes	Yes	Yes	Yes
11/23/08	Adults : 5 Youth : 0	Leader Meeting	Crew 0604	Western Star	Yes	Yes	Yes	Yes	Yes



From: 02/02/2009  
To: 02/20/2009  
Preparation for annual program planning review.

From: 12/16/2008  
To: 12/23/2008  
Follow-up on charter renewal.



More...

Recent Visits

02/06/2009  
Maine Omb  
Unit Activity

adults: 2 youth: 11

0 Out of 5 Quality Indicators

02/06/2009  
Maine Omb  
Unit Activity

adults: 2 youth: 11

0 Out of 5 Quality Indicators

02/06/2009  
Maine Omb  
Unit Activity

adults: 2 youth: 11

0 Out of 5 Quality Indicators

02/06/2009  
Maine Omb  
Unit Activity

adults: 2 youth: 11

0 Out of 5 Quality Indicators

02/06/2009  
Maine Omb  
Unit Activity

adults: 2 youth: 11

3 Out of 5 Quality Indicators



More...

From: 02/02/2009  
To: 02/20/2009  
Preparation for annual program planning review.

From: 12/16/2008  
To: 12/23/2008  
Follow-up on charter renewal.

More...

Recent Visits

02/06/2009  
Maine Omb  
Unit Activity

adults: 2 youth: 11

0 Out of 5 Quality Indicators

02/06/2009  
Maine Omb  
Unit Activity

adults: 2 youth: 11

0 Out of 5 Quality Indicators

02/06/2009  
Maine Omb  
Unit Activity

adults: 2 youth: 11

0 Out of 5 Quality Indicators

02/06/2009  
Maine Omb  
Unit Activity

adults: 2 youth: 11

0 Out of 5 Quality Indicators

02/06/2009  
Maine Omb  
Unit Activity

adults: 2 youth: 11

3 Out of 5 Quality Indicators

More...



# Unit Visit Tracking



[Home](#) • [Visits](#) • [Focus](#) • [Help](#)

Welcome Maria Ortiz

## What is my Focus?

From: 05/04/2009  
To: 05/29/2009  
Fundraising kickoff meeting

From: 04/20/2009  
To: 04/30/2009  
Contact units about setting up program planning meetings.

From: 03/02/2009  
To: 03/20/2009  
Preparation for annual program planning review.

From: 12/16/2008  
To: 12/23/2008  
Follow-up on charter renewals.

From: 12/12/2008  
To: 12/19/2008  
Attend unit holiday parties. Good food.

**Add Focus**

more...

## Recent Visits

05/04/2009  
Maria Ortiz  
Unit Activity

adult: 2 youth: 2

0 Out of 5 Quality Indicators

## Welcome to Unit Visit Tracking!

Monthly unit visits are the single most critical issue to ensure the delivery of a quality program to every unit in your council. It is important to monitor the unit's progress through a tracking system that is used by each unit commissioner.

Unit commissioners can report on unit visits, ensuring that each unit is being contacted monthly in a meaningful way. The system will also assist the council and its districts to improve the quality of the program in their units.

The system is an effective approach to the monitoring of unit visits. After a visit to a unit, the unit commissioner will enter the date of the visit, the type of visit (unit meeting or other type of visit), the number of youth and adults in attendance, and comments about that visit.

The unit commissioner will report on each unit that is assigned. These reports can be reviewed by the unit commissioner, assistant district commissioner, and district commissioner for the units in their service area. The council commissioner cabinet can also view each of the reports.

The table tab contains information to guide the commissioner in using the Unit Visit Tracking System. Please review this information whenever there is a question about using the system's features.



Welcome Mario Ortiz



# Add Focus

Fill in the \* required fields below

Save

From

To

Focus



Total number of characters: 255 / 255



Unit Visit Tracking

Welcome Maria Ortiz



Help

Home •

Visits •

Focus •

Help •

# Add Focus

Save

From

5/4/2009



To

5/29/2009



Focus

Fundraising kickoff meeting on Thursday

Total number of characters: 216/255



# Unit Visit Tracking



[Home](#) • [Visits](#) • [Focus](#) • [Help](#)

Welcome Maria Ortiz

## What is my focus?

- From: 05/04/2009  
To: 05/29/2009  
Fundraising kickoff meeting
- From: 05/04/2009  
To: 05/29/2009  
Fundraising kickoff meeting on Thursday.
- From: 04/20/2009  
To: 04/30/2009  
Contact units about setting up program planning meetings.
- From: 03/02/2009  
To: 03/20/2009  
Preparation for annual program planning reviews.
- From: 12/18/2008  
To: 12/23/2008  
Follow-up on charter renewals.

[more...](#)



## Recent Visits

- 05/04/2009  
Maria Ortiz  
Unit Activity  
adult: 2 youth: 2
- 0 Out of 5 Quality Indicators

## Welcome to Unit Visit Tracking!

Members and units are the single most critical component to making the delivery of a quality program. It is essential that you understand the importance of monitoring the unit's progress through a tracking system that is used by all units.

Unit commissioners can report on unit visits, explaining that visits you are doing are done monthly in a meaningful way. The system will also assist the council and its districts to improve the quality of the program in their units.

The system is an effective approach to the monitoring of unit visits. When a unit is a unit, the unit commissioner will enter the date of the visit, the type of unit visit meeting or other type of visit, the number of youth and adults in attendance, and comments about that visit.

The unit commissioner will report on when and what is assigned. These reports can be viewed by the unit commissioner, district director, commissioner, and district commissioner for the units in their service area. The council commissioner cannot see any one of the reports.

The help tab contains information to guide the commissioner in using the Unit Visit Tracking system. Please review this information whenever there is a question about using the system's features.



# Unit Visit Tracking



[Home](#) • [Visits](#) • [Focus](#) • [Help](#)

Welcome Maria Ortiz



## FOCUS

[Add Focus](#)

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**From:** 05/04/2009  
**To:** 05/29/2009  
Fundraising kickoff meeting

[View](#)

**From:** 05/04/2009  
**To:** 05/29/2009  
Fundraising kickoff meeting on Thursday.

[View](#)

**From:** 04/20/2009  
**To:** 04/30/2009  
Contact units about setting up program planning meetings.

[View](#)

**From:** 03/02/2009  
**To:** 03/20/2009  
Preparation for annual program planning reviews.

[View](#)

**From:** 12/16/2008  
**To:** 12/23/2008  
Follow-up on charter renewals.

[View](#)

**From:** 12/12/2008  
**To:** 12/19/2008  
Attend unit holiday parties. Good food.

[View](#)

**From:** 12/02/2008  
**To:** 12/12/2008  
Call units to follow-up on Internet Rechartering.

[View](#)

**From:** 11/22/2008  
**To:** 11/22/2008  
Attend University of Scouting.

[View](#)

**From:** 11/15/2008  
**To:** 11/21/2008  
Schedule Charter Review meetings.

[View](#)

Page 1 of 2





# Unit Visit Tracking



- Home • Visits • Focus • Help •

Welcome Maria Ortiz



## Edit Focus

Delete

Edit



From

From

To

To

Focus

Total number of characters: 207 / 255



# Unit Visit Tracking

## Ensure Quality in Every Unit



BOY SCOUTS OF AMERICA

Unit Visit Tracking  
4/2/2009

2





BOY SCOUTS OF AMERICA