



Hello Argonauts!

We are once again collecting Box Tops as one way to raise money for your school. Each box top clip or scan is worth \$0.10, which might not seem like much, but when we come together as a team we can bring in quite a bit of cash that gets put towards improvements and/or activities at school for your children. Last year we collected a total of \$678.80

There have been some changes in the way Box Tops for Education (BTFE) is accepting box tops. There are still pink box tops on products to be clipped and sent into the school. BTFE is however phasing this form of collection out and replacing it with a digital method that is already in place. Yes, it's a change, but hopefully as we start using this method it will become easy for us. Please download the [Box Tops for Education App](#) on your phone and follow the instructions for setup. You will need to scan your receipts within 2 weeks after purchase or the school will not receive the funds.

There will be two class competitions for the 2019/2020 school year and the class that collects the most box tops will receive a Box Tops party! The first competition ends on Monday, October 28, 2019. Please submit your pink clippings into the blue mailbox near the front desk by the end of the day on the 28<sup>th</sup> and be sure to include the name of the teacher who you want to receive credit. BTFE is now able to track earnings submitted via the App. Instructions from BTFE website on how to "give credit" to your child's class is below. We are asking that when you "give credit" you type the last name of your child's teacher. More information can be included, but we must have the teacher's name to count your earnings towards the competition. Coordinators are able to obtain the report from BTFE that identifies the amount and what you type into the "give credit" field; therefore, both the clippings and the scans will be tallied together for the competition.

Our goal for this year is \$1,000.00. With your help, we can accomplish this goal. Thank you for taking the time to scan and clip & submit. Every Box Top does make a difference!

## How can I track our earnings at the classroom level?

Good news! There is now a “Give Credit” function within the app. If you are not seeing this function, make sure you have the most updated version of the app installed. This update was released on 9/10/19.

The “credit” button (star icon) shows after you take first image. A blank field appears that allows up to 50 characters to be typed. Coordinators should inform the school’s supporters what they would like typed into this field. This field may auto-fill after the first entry; make sure to update it if necessary (such as if someone is supporting more than 1 child at same school, etc.).

Supporters can also go back to past earnings within the new app to a give credit. Go under “My Earnings” in the app and click on a specific earning. You should see 3 vertical dots at the top right corner, click on those dots. Click on the “Give Credit” option and complete the field. Once you click “Done”, you cannot change that field. If you do not see the 3 dots and/or the “Give Credit” option, those earnings either have credit already assigned or are not eligible to give credit (may have been earned on previous Bonus app).

If you have any more questions pertaining to the app, please contact the app’s dedicated Help desk via the Help section in the app. (Navigate there by clicking on your Profile in the upper left and scrolling to the “Help” section.) Type in a question or key word to complete a search. The answer may offer some insight and provide a way to reach out to the app team about it if the answer didn’t resolve your question. Or go to Contact Us at the bottom of BTFE.com (<https://www.boxtops4education.com/Contact-Us>).

