Units can enter ranks, merit badges, and awards online.

Internet Advancement is provided to assist units with recording ranks, merit badges, and awards and reporting to the council.

Features
- Simple and intuitive interface
- Works from any Internet-connected PC with Internet Explorer
- Will be updated with the latest rank, merit badge, and award options
Benefits to Scouting Units
- Unit enters its own advancement records
- Unit prints a convenient advancement report
- Unit obtains current unit roster and unit history

Benefits to the Council
- Youth member records are updated
- Advancement statistics are current
- Record keeping is simplified for all units

Units will:
- Have one unit advancement processor
- Register to use Internet Advancement
- Access with a unit ID that does not change annually
- Enter ranks and awards appropriate to their unit type
Advancement Reports
• Units set their own schedule for submitting advancement reports
• The council recommends submitting the report once per month, before the month end
• The unit must submit one final report each December

How Councils Are Affected
• Council advancement procedures that guide units will remain the same
• Unit statistics are updated by submittals and will display on council reports
• Current unit roster will be online

Ranks, Awards, and Merit Badges
• Nominated awards, such as meritorious action awards, cannot be entered
• Eagle Scout rank cannot be entered with Internet Advancement and must be completed through the council
• Ranks must be added in sequence based on unit type and program
Welcome page

First Time User Log In

Confidentiality Agreement

The unit ID does not change.
Each unit has one unit advancement processor.
Select Members for Advancement after Load Roster

Select Members for Advancement

Ranks must be added in sequence based on unit type and program.

Record Youth Ranks

Ranks must be added in sequence based on unit type and program.
### Record Youth Merit Badges

<table>
<thead>
<tr>
<th>Name</th>
<th>Date Earned</th>
<th>Date Turned In</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Record Eagle Required Youth Merit Badges

<table>
<thead>
<tr>
<th>Name</th>
<th>Date Earned</th>
<th>Date Turned In</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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End of page.
Nominated awards, such as meritorious action awards, cannot be entered.
Print Advancement Report

Advancement Report Package for signature and turn in to council

Other Reports Available

• Unit Roster
  The Unit Roster is the current roster of adult leaders and youth members. The information is current from the time the unit advancement processor clicks the Load Roster button.

• Unit Advancement Summary
  The Unit Advancement Summary is the history of ranks, merit badges, and awards, appropriate to the unit type, recorded for the current members of the unit. The information is current from the time the unit advancement processor clicks the Load Roster button.
### Unit Roster Information

**Unit Roster – Adult Members**

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Address</th>
<th>DL</th>
<th>Phone</th>
<th>MF</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council Member</td>
<td>Joe Doe</td>
<td>123 Main St, Anytown, USA</td>
<td>M</td>
<td>555-1234</td>
<td>M</td>
<td>555-9876</td>
</tr>
<tr>
<td>Company Officer</td>
<td>Jane Smith</td>
<td>456 Oak Rd, Anotherville, USA</td>
<td>F</td>
<td>666-5432</td>
<td>F</td>
<td>666-2345</td>
</tr>
<tr>
<td>Committee Member</td>
<td>John Doe</td>
<td>789 Pine Ave, Familyville, USA</td>
<td>M</td>
<td>777-4321</td>
<td>M</td>
<td>777-5678</td>
</tr>
</tbody>
</table>

**Unit Roster – Youth Members**

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>R</th>
<th>B</th>
<th>Age</th>
<th>Code</th>
<th>MF</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tom Smith</td>
<td>123 Main St, Anytown, USA</td>
<td>T</td>
<td>12</td>
<td>12</td>
<td>12</td>
<td>M</td>
<td>123-456</td>
</tr>
<tr>
<td>Sarah Jones</td>
<td>456 Oak Rd, Anotherville, USA</td>
<td>S</td>
<td>14</td>
<td>14</td>
<td>14</td>
<td>F</td>
<td>456-789</td>
</tr>
<tr>
<td>Jane Doe</td>
<td>789 Pine Ave, Familyville, USA</td>
<td>J</td>
<td>16</td>
<td>16</td>
<td>16</td>
<td>M</td>
<td>789-012</td>
</tr>
</tbody>
</table>

Unit: Troop 1001

Clerk: John Smith
Date: January 1, 2023

**Internet Advancement**

[Image 115x168 to 133x257]

[Image 152x88 to 245x253]

[Image 115x395 to 133x483]

[Image 152x307 to 245x486]

[Image 115x622 to 133x710]

[Image 152x535 to 246x712]
Unit Advancement Summary

Youth Members with no Rank recorded
Listing at end of Unit Advancement Summary

Help for Unit Advancement Processors

- Frequently Asked Questions
  Link appears on banner at top right of each page in Internet Advancement and displays the current FAQ for unit users.

- Internet Advancement Help
  The Help link on the Welcome page or Help link on the right of all other pages reaches Internet Advancement Help.
  Help contains an index, search, instructions, and a second Frequently Asked Questions with additional information.
Change Password
Enter old Password and then new Password

Start Over warning message
Click OK to delete all entered dates and re-load the roster.

Invalid Date message

Message that existing date earned cannot be removed

Message that no future month or expired date can be entered

What should the unit do now?
1. Appoint the unit advancement processor. The unit advancement processor will then:
2. Obtain the unit ID from the council.
3. Go to the council Web site and enter Internet Advancement.
4. Review instructions, Help, and FAQ.
5. Register as a new user.
6. Review current Unit Advancement Summary.
7. Gather youth advancement records and begin entry.