

Unit Pin Information

The important people to resolve Unit Pin issues are the Key 3 or the Key 3 Delegates. The Key 3 consists of: Unit Leader, Committee Chair and Chartered Organization Representative.

If your unit is not showing up in BeAScout.org, follow these steps:

- Log into My.Scouting.Org [My Scouting](#)
- From MENU (top left) select the unit
- Click on ORGANIZATION MANAGER
- Select UNIT PIN
- Click on the slider APPEAR ON BEASCOUT
- Confirm the CONTACT PERSON and email address
- Update any information in the box “Additional Unit Information”
- Scroll down and verify the LOCATION
- Once everything has been verified and update, scroll down and click SAVE

REMEMBER: It takes at least 24 hrs for changes to show up in BEASCOUT

If the changes don't show up in that time frame, please reach out to Marian McQuaid at Marian.McQuaid@scouting.org or Denise Ellen at Denise.Ellen@scouting.org