



## Scout I Terrain and 'Venturer Crewing' in Extranet



Many Venturer Units comprise of Venturers within a hosted or collective Unit.

Scouts Victoria Extranet has a function to 'Crew' or link a Venturer to a Subsidiary section in the host Group, whilst not transferring them from their home Group

This function is available to the host Group Leader/LiC's, authorised Leaders or by the District Venturer Leader. The process is simple and only requires the Venturers Registration Number to establish the crewing link.

### WHY IS THIS IMPORTANT FOR SCOUT I TERRAIN?

The Scout I Terrain system ('Terrain') for all youth members to record Participate, Assist, Leads in Milestones and Our Program progress draws its user data and unit from the members' Extranet record.

With the subsidiary information linked in Extranet, this will allow a Leaders and Unit Council access to a youth member in another Group to view and update their progress in Terrain.

For host/collective Units, Leaders should check when youth transition from Scouts to Venturers that the Group Leader(s)/LiC update Extranet (or allow their section Leaders access to update the link).

This has been a stumbling block with using Scout Central youth recording in the past and has been addressed in the development of Terrain.

### The Process Map

For Group Leaders/LiC/Leaders with appropriate Extranet Access:

**ADMIN > YOUTH ADMIN > ROVERS AND VENTURERS ADMIN > ROVER AND VENTURER CREW**

The screenshot shows the Scouts Extranet interface. On the left is a sidebar menu with options like Group Information, School Engagement, Newsletter Past Editions, Financials, Recruitment, Annual Reports, Meeting Night Report, YouthAdmin, Adult Membership Admin, WWC Admin, 3 Yearly Review, Census 2020, Census Comparison, Raffle Admin, and Our School Raffle. The main content area has tabs for 'Main' and 'View History'. Under 'Main', there's a section for 'Youth Member Information' showing details for RegID 9074451, John, VENTURER, Class Type VENT, and Primary Formation 1ST KOROROIT - VENTURER UNIT 1. Below this is a section for 'Subsidiary Sections Information of Youth Member (8072911)' with an 'add new section' link. It contains a form for 'Subsidiary Information' with fields for Crew Type (VENT), Start Date (2020-04-22), End Date (n/a), and Subsidiary Section (3350117U1 1ST CAROLINE SPRINGS-VENTURER UNIT 1). There are 'edit' and 'delete' links, and 'Submit' or 'Cancel' buttons at the bottom.

Reporting is also available to run a report by the Host Group.