

Troop Scribe Instructions

Congratulations on being the Troop Scribe! As the scribe, you will take notes during the troop meetings and post your notes on the Troop Web Site.

Please never post any of the following:

- Full Last Names of any scout ... you can use First Name and Last Initial like “Mike L.” or “Brian M.”
- Contact information ... no email addresses, home addresses, phone numbers.

Follow these steps to post to the Web Site:

Access the Troop site at 511scouts.com, and click the Wordpress Admin link at the bottom of the screen.

Wake Forest, NC

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In 2003 Troop 511 was started with six Boy Scouts and three committee members. Since that time Troop 511 has grown to over 60 Boy Scouts, 15 Active Leaders, and 7 committee members. We are proud to have 24 Eagle Scouts.

We hold weekly meetings on Tuesday evenings from 7:00 pm to 8:30 pm in the [St. Catherine's gymnasium](#).

About Us

Troop 511 is located in Wake Forest, NC. Our chartering organization is St. Catherine of Siena Catholic Church, Wake Forest, NC. The troop was founded in 2003 and has been a real success due to fine leadership and parental involvement. Today we have about 61 scouts, 15 adult leaders and 24 Eagle Scouts. We meet on a weekly basis with the exception of holiday breaks. Meetings are held on Tuesday from 7:00 – 8:30 and PLC meetings from 6:00 – 7:00 on the first Tuesday of every month.

Search Search

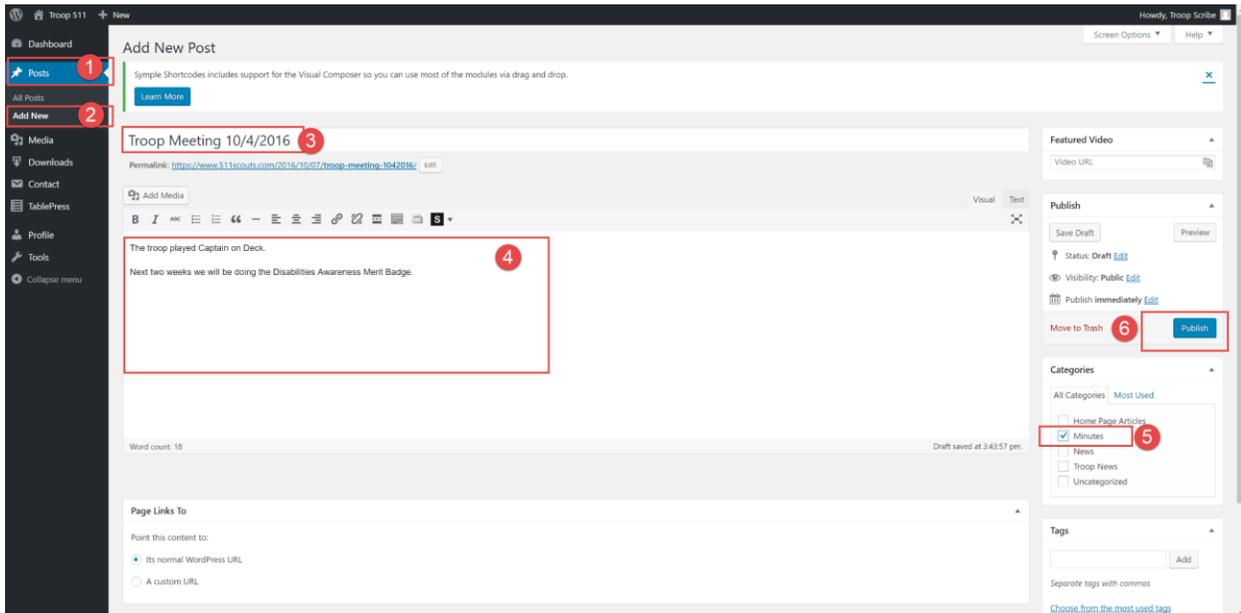
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Sign in to the site with the User Name Scribe and the password given to you by the Web Site Administrator.



From the dashboard, click Posts, then Add New. Enter the subject as “Troop Meeting” followed by the meeting date. Type your notes in the body of the post. Check the Minutes category. Click Publish.



That's it! You can log off, and verify that the posting appears on the Minutes screen.

Great job!