

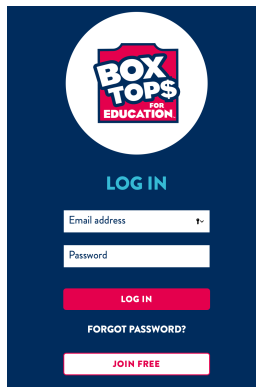
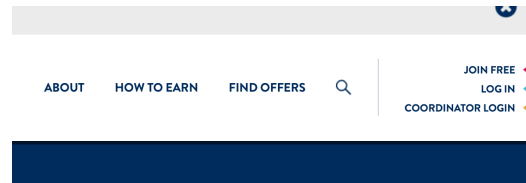
# MITCHELL MUSTANGS



## BOX TOPS Coordinator Walkthrough

Thank you so much for taking on the role of box tops coordinator! Below you will find a walkthrough for how to sign up as a coordinator with the Box Tops for education program as well as contact information for helping connect with members of our Mitchell community.

First, go to [boxtops4education.com](http://boxtops4education.com) In the upper right hand corner you'll see a tab that says coordinator login. Click it.



On the next screen you'll see options to log in or join free. Please click join free.

After click there you are prompted to FIND YOUR SCHOOL Please enter Mitchell's zip code 48108.

### FIND YOUR SCHOOL

Enter your school name, ZIP code or city, state.

NEXT

[CANT FIND YOUR SCHOOL?](#)

On the following page you should see Mitchell Elementary School toward the bottom, click on SELECT THIS SCHOOL.

### MITCHELL ELEMENTARY SCHOOL

3550 PITTSVIEW DR  
ANN ARBOR, MI 48108

**SELECT THIS SCHOOL**

Next, you will be prompted to give them some personal information, name, zip code, age. Once you're done click NEXT.

### TELL US ABOUT YOURSELF

First Name

Last Name

ZIP Code

Birthdate

BACK

NEXT

Then, you are prompted to enter your email address and create a password. Once completed click Submit.

### CREATE YOUR LOGIN

Email

Password

Confirm Password

Yes! I would like to receive weekly emails with my school's earnings, bonus opportunities and other Box Tops offers.

[BACK](#) [SUBMIT](#)

By clicking Submit, I hereby acknowledge that I understand and agree to the Official Rules and Terms of Use of Box Tops for Education.

Now you're all set to start fundraising!

The screenshot shows the Box Tops for Education website dashboard for a school coordinator. At the top left is the Box Tops logo. The navigation menu includes: ABOUT, HOW TO EARN, FIND OFFERS, SCHOOL EARNINGS, a search icon, MY ACCOUNT, and LOGOUT. The main header displays: "You're the Coordinator for: MITCHELL ELEMENTARY SCHOOL | School ID: 161874". The central banner features a smartphone displaying the Box Tops app logo and the text: "COORDINATORS: IT'S TIME TO GET THE NEW MOBILE APP! Now that Box Tops is going digital, get to know the new mobile app so you can keep earning at your school. It scans your store receipt, automatically finds participating products and instantly adds Box Tops to your school's earnings online. No clipping required!". Below the banner are two buttons: "Download on the App Store" and "GET IT ON Google Play". At the bottom, three statistics are shown: "Your school's goal: \$1000", "Your school's earnings so far this year: \$11.60", and "Your school's lifetime earnings: \$8,065.17". A pink button labeled "EARNINGS DETAILS" is positioned below the statistics.

Once you're set as a coordinator there are tons of resources on the website. Everything from how to get started to social media downloads. How you choose to promote and fundraise with boxtops is up to you. Please coordinate with the Secretary, and Fundraising chair for assistance. If you have any questions please don't hesitate to reach out via email to [president@mitchellptoannarbor.org](mailto:president@mitchellptoannarbor.org)

Thanks Again!