

Navigating to and entering a Special Interest Area Project (Scouts, Venturer Scouts and Rover Scouts)

Step 1

Login to Scouts Terrain using the explanation in the login one pager or following the prompts at <https://terrain.scouts.com.au>

Step 2

Click the Special Interest Areas image on the Basecamp screen

Step 3

Click the Create Special Interest Area Button

Step 4

Enter all details on the Project Details page. This includes:

- Entering what Special Interest Area category you are focusing on
- A name for the project
- A general overview of what you aim to achieve
- Press save and continue or save and exit

Step 5

Enter all details on the Goals page. This includes:

- Outlining what you want to achieve by doing this project
- Explaining the goals around what you want to achieve
- Identifying if this project is linked to any of the Sustainable Development Goal/s
- Press save and continue or save and exit

Step 6

Enter all details on the How page. This includes:

- Entering all the steps, tasks, mini stages you will need to do to get to your end goal. (this is where you can flesh out your whole plan)
- identifying how you hope to develop through this project
- identifying how you know if the project is completed
- list some risks that relate to the project
- Press save and continue or save and exit

Step 7

Enter all details on the Who page. This includes:

- Who is doing the project (yourself= individual, a Project Patrol or other?)
- Do you need someone to help you achieve the goals (a subject matter expert, mentor, leader etc?)
- Who is that person (if required) and how are they suitable?
- Press save and continue or save and exit

Step 8

Check all details listed on the review page. This is your opportunity to step back and check that you are happy with all the goals you have set yourself, how they will be achieved etc. You can edit from this page

Step 9

Submit your Special Interest Area for Review by the Unit Council

Step 10

Your Project will now be considered by the Unit Council, this will show as Pending Approval in your Special Interest Area home screen. Once approved this will show as In Progress

