



# How-Tos

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# How to Convert to Credits

in the Star Consultant Program

You've put in an amazing amount of effort this last Star Consultant quarter, and we see you shining. If you know you've earned Star Consultant Program credits but aren't sure how many you have to redeem in the Star Boutique, no problem! Follow these steps to discover how many credits you've earned.

## Step 1:

### Credits Earned Per Star Consultant Prize Category

Star Consultant Program credits earned at the end of a Star Consultant quarter reflect your wholesale dollars plus team-building efforts. The more you complete of each, the more credits you earn! Here's where each Star Consultant prize category begins:

Prize Category	Quarterly Wholesale Section 1 Order + Team-Building	Credits Earned
Sapphire	\$1,800	Starts at 2,000 credits
Ruby	\$2,400	Starts at 3,000 credits
Diamond	\$3,000	Starts at 4,000 credits
Emerald	\$3,600	Starts at 5,000 credits
Pearl	\$4,800	Starts at 7,000 credits
Pearl	\$6,000	Starts at 10,000 credits
Pearl	\$7,800	Starts at 17,000 credits
Pearl	\$9,600	Starts at 24,000 credits




## Step 2:

### Want More Specific Credit Detail?

Now that you can earn specific program credits IN BETWEEN the Star Consultant prize categories, you may want to know *exactly* what you've earned.

You may choose from three easy ways to see what you've earned.

**Option 1:** Visit the Star Consultant Program Boutique at [marykaystarprogram.com](https://marykaystarprogram.com) and navigate to  ACCOUNT in the upper right-hand corner. Select **My Account**. Under **Credit History**, you can see how many program credits you've earned per quarter. Wondering how many credits you have to redeem? You can see that in the upper right-hand corner as "Available Credit Balance."

Credit History		
Description	Credits	Activity Date
2022 Q2 Star Credits Earned	20,000	01/05/2022

**Option 2:** View the **Star Consultant Program Credit Conversion Chart** on the Star Consultant Program page on *Mary Kay In Touch*®. This is a detailed chart that displays exactly how many credits are earned for each wholesale dollar plus team-building, up to \$40,599.

DIAMOND	
WHOLESALE + TEAM BUILDING	CREDITS
\$1,000 - \$1,999	1.000
\$2,000 - \$2,999	2.000
\$3,000 - \$3,999	3.000
\$4,000 - \$4,999	4.000
\$5,000 - \$5,999	5.000
\$6,000 - \$6,999	6.000
\$7,000 - \$7,999	7.000
\$8,000 - \$8,999	8.000
\$9,000 - \$9,999	9.000
\$10,000 - \$10,999	10.000
\$11,000 - \$11,999	11.000
\$12,000 - \$12,999	12.000
\$13,000 - \$13,999	13.000
\$14,000 - \$14,999	14.000
\$15,000 - \$15,999	15.000
\$16,000 - \$16,999	16.000
\$17,000 - \$17,999	17.000
\$18,000 - \$18,999	18.000
\$19,000 - \$19,999	19.000
\$20,000 - \$20,999	20.000
\$21,000 - \$21,999	21.000
\$22,000 - \$22,999	22.000
\$23,000 - \$23,999	23.000
\$24,000 - \$24,999	24.000
\$25,000 - \$25,999	25.000
\$26,000 - \$26,999	26.000
\$27,000 - \$27,999	27.000
\$28,000 - \$28,999	28.000
\$29,000 - \$29,999	29.000
\$30,000 - \$30,999	30.000
\$31,000 - \$31,999	31.000
\$32,000 - \$32,999	32.000
\$33,000 - \$33,999	33.000
\$34,000 - \$34,999	34.000
\$35,000 - \$35,999	35.000
\$36,000 - \$36,999	36.000
\$37,000 - \$37,999	37.000
\$38,000 - \$38,999	38.000
\$39,000 - \$39,999	39.000
\$40,000 - \$40,599	40.599

**Star Consultant Program Credit Conversion Chart**  
 See where your credits line up.  
[Download Now](#) ▶

**Option 3:** Want an easy digital version of the Credit Conversion Chart? Visit the Star Consultant Program Boutique at [marykaystarprogram.com](http://marykaystarprogram.com) and click on “Credit Calculator” at the top of the page. Insert a quarterly wholesale dollar amount plus team-building total in the first box and click **Enter**. The potential credits earned will populate in the second box. This is how many program credits you could earn once the Star Consultant quarter ends.

**Credit Calculator**

➤

Wholesale \$ Amount  
+ Team Building

Credits



## Reminder

Available Credit Balance

When you visit the Star Boutique at [marykaystarprogram.com](http://marykaystarprogram.com), your Available Credit Balance is shown in the upper right-hand corner of the webpage. This tells you how many total credits you can redeem from ALL quarters. **This amount should never be entered into the “Credit Calculator” feature.**

# How to Create a Customized Goal Sheet

on the Star Consultant Program Boutique

You can now create your own Customized Goal Sheet to help motivate yourself or others each Star Consultant quarter! You can create a goal sheet as often as you would like and download it to use multiple ways: Print at home and post on your mirror for daily inspiration, make your goal sheet your phone's background so you never forget what you are working toward, or create personalized thematic goal sheets that feature prizes you KNOW will excite and delight your team members. The possibilities of how to customize and use this goal sheet are endless!

**Let's jump right in so you can start creating and motivating in five easy steps!**

## Step 1:

From the *Mary Kay InTouch*® Star Consultant Program page, click the  button to visit the **Star Boutique**.


## Step 2:

Browse the Star Boutique for exciting prizes, and be sure to add your favorites to your Wish List. You can do this by selecting the heart icon ♥ under each prize description.

## Step 3:

Once you've added a few prizes to your Wish List, move your mouse to the upper right-hand corner of the screen, and click on **Wish List**.


## Step 4:

Click the  button next to each prize in your Wish List to add or remove the item from the Customized Goal Sheet frame. You can add up to six prizes per goal sheet.

## Step 5:

Once you have your Customized Goal Sheet exactly how you love it, click the **Download Goal Sheet** button below the goal sheet frame. This will save your new goal sheet to your computer. From there, you can make the image your screen background, email it or print it. Remember: Use the Customized Goal Sheet to inspire yourself and to motivate others!



If you want to create another goal sheet, simply click the  button below the goal sheet frame to clear all prizes in one click. More Customized Goal Sheets can be made anytime, and you can create as many as you want!

**Have fun creating your Customized Goal Sheet!**


# How to Redeem Your Credits for a Prize in the Star Consultant Program Boutique

First things first: You're a Star! And it can't be said enough. You've worked hard and earned those sweet Star Consultant Program credits. Now you're ready to redeem them for an awesome prize to reward all your effort. But how? Just follow this easy step-by-step guide to get you going.

## Step 1:

### Go to the Star Boutique

What is the Star Consultant Program Boutique? The Star Boutique is the website you visit to see all the Star Consultant prize options and redeem your earned credits. There are two ways to access the Star Boutique:

- Visit [marykaystarprogram.com](http://marykaystarprogram.com) from your computer or mobile phone.
- Visit the Star Consultant Program page on *Mary Kay InTouch*®, and click the  button.  
**Pro Tip:** This page is your one-stop shop to all things Star. It's your Star hub! Find FAQs, how-to videos, a link to reports and other helpful information about Star and *All-Star*.



## Step 2:

### Identify Earned Credits

Your available credit balance is shown in the upper right-hand corner of the Star Boutique. This tells you how much you can spend.



## Step 3:

### Find a Prize


An easy way to quickly find a prize is to **Search by Credits**. This is shown in the upper left-hand corner, just under the Star Consultant Program logo. Click and choose your preferred credit range. For example, if you have 2,900 credits, you will select **Sapphire 2,000 – 2,999** or less. This will show you only the prizes that you have enough credits to redeem.

You can search by category or brand or by typing exactly what you want into the Search Bar. 



## Step 4:

### Select a Prize


Once you find a prize that interests you, click on the shopping cart icon  to add the prize to your cart.

**Remember, the more you visit the Star Boutique, the more familiar it will become. Don't let the prize selection overwhelm you. Instead, explore it how Mary Kay Ash would: one bite at a time!**



## Step 5:

### Check Out

From your shopping cart, click the  button. Follow the prompts to complete the checkout process. Be sure to enter your shipping and email addresses carefully and correctly. Errors in this information will delay the shipment of your prize.

Your final step is to click the  button. Congrats! You're all done!

Once you submit your order, you will receive a confirmation email for easy reference regarding your selection(s). You will receive an additional shipping confirmation email when your prize ships.