

# A Quick Guide to Beanstack



## Beanstack allows you to:

- Keep track of all family members' reading logs, progress, and rewards on one account.
- Log reading from home or on the go.

## Getting Started:

1. Go to the Library's Beanstack URL:

<http://dodgevillelibrary.beanstack.org>.

2. The homepage will show you the available reading programs at the library. Choose the one that is right for you— Little Pre-Readers, Early Readers, Early Chapter or Older Readers.

3. Decide who will be the “Account Creator” - meaning that person's sign-in information will be used to access all accounts registered. **\*Example\*** If a parent wishes to sign a child up for a reading program, they may make themselves the “Account Creator” and register the child/children as a “Reader.” Both the “Account Creator” and “Reader” will use the same sign-in information.

4. **Account Creator:** Select the red “Register” button. “Have you previously used Beanstack to participate in a reading challenge?” Select “no.”

Your first name, last name, year of birth (necessary due to age restrictions for programs), and a password are required for registration.

“Who would you like to register? Options: “I am registering myself” **“I am an adult registering a child”**”.

Beanstack will ask for the following adult information: Adult first and last name, username, email, phone number (6666666666), zip code, password. Child's first and last name, child's age, grade level, gender. Once the information is complete select next button.

5. A Badge Unlocked. Welcome to Beanstack image will appear.

6. Once the Account Creator closes the Beanstack image, Beanstack will ask if you would like to register yourself (select ‘yes’ or ‘no’) and then whether you would like to register another child (select ‘yes’ or ‘no’).

7. The message “Great! You're all set up. You may continue.

A green band at the bottom of the screen will alert you that you are successfully registered.

## Now you're ready start exploring Beanstack!

### Getting to Know the Program:

At the top of the page you will see several links.

- **Programs:** shows current and upcoming programs available for the Reader (based on age).
- **Badges:** shows badges when you have completed achievements in a program.
- **The Log:** shows what books (number of books/minutes, title, and author) the Reader has logged.
- **Switch Readers:** Allows for easy switching between all Reader's accounts.

### Logging Books/Minutes:

At the top of each Reader's account, there is a red “Add to the Log” button.

1. Click on the button when you are ready to log reading. A window will open to allow you to log.

2. If an account has more than one Reader, the first question will ask which account you wish to log under. Choose the appropriate Reader's account.

3. Write the title and author of the book.

4. Click the red “Log” button and watch for the green band at the bottom of the screen for successful logging. **\*Make sure you only hit the “Log” button ONCE!** The logging window remains open after you log your book. If you are unsure whether it logged successfully, close the window and click on “The Log” button at the left side of the screen, under your name.

### Prizes:

1. Each badge starts as a black and white image and turns colored once the badge is earned. The requirements for earning the badge are underneath the badge. A trophy on the right side of the badge indicates that there is a prize attached to the badge.

2. **Redeeming Prizes**—In order for prizes to be redeemed, *you must call the library to make arrangements regarding picking up prizes.*

## BEANSTACK MOBILE APP

The app allows you to enter book titles or scan ISBN barcodes to quickly add them to your Log, time reading sessions, and check off activities as you complete them. Search for "**Beanstack Tracker**" in the [App Store](#) or [Google Play](#) to download and start tracking!

### Quick video tutorials:

[Register for a Program \(Challenge\)](#)

[Log Your Reading](#) -- Be sure to enter your reading time in **Minutes** or as **Books**

[Use the Reading Timer](#)

## Why are we using Beanstack for Explore Summer?

**Beanstack** allows you to:

- Keep track of **each** child's reading logs and rewards **on one account**.
- Log reading from home or on the go.

### SIGN UP FOR AN ACCOUNT AND START EXPLORING SUMMER

#### Getting Started

1. **Sign up** on our site at <https://dpl.beanstack.org>
2. Click on **Register an Individual or Family**
3. All children up to age 11 are encouraged to participate-- **Parents/Guardians**, start by registering yourself and filling out the required fields. You will be listed as the "**Account Creator**".
4. Please choose **Adult** as the Grade Level **for those 19+**.
5. You'll then be prompted to enter information for your children as **Readers**.
6. Register for the **Children's Reading Programs**.
7. You're now ready to **Explore Summer!**