



Summer Experience 2020 Guide

The Landing Page

- Open web browser, type lafourchelibrary.beanstack.org and ENTER
- Start the registration process by clicking on REGISTER AN INDIVIDUAL OR FAMILY

Dashboard View

- The Lafourche Library logo is in the upper left corner of every page. Click on it to get back to the landing page if you are not signed in or to the dashboard if you are signed in.
- The REVIEWS button takes you to a page with reviews of books by other Summer Experience participants.
- SHARE CODEs are a way for users to give someone else the ability to log their hours and activities.
- Users who have already signed up can click SIGN IN.
- First time users will click REGISTER AN INDIVIDUAL OR FAMILY. Select REGISTER A CLASS OR GROUP to register daycare or camp groups.
- The SIGN IN button in the middle of the page works the same as the one on the top right of the page.
- HOW IT WORKS is a short explanation of how Summer Experience works in Beanstack.
- Recent reader reviews appear below HOW IT WORKS.
- VIEW ALL REVIEWS functions the same as the REVIEWS button on the upper right of the page.

Register an Account

- Click on REGISTER AN INDIVIDUAL OR FAMILY
- Select whether to register yourself or your child.
- If registering as a family, the parent should begin by selecting I AM REGISTERING MYSELF. Once complete, follow the prompts to add another adult or child.
- To view and log under each family member's name choose SWITCH READER in the upper left corner of the page.
- Select REGISTER next to the Summer Experience challenge.
- Follow the prompts to complete registration.
- When the "Imagine Your Story" badge appears, select ENTER A DRAWING to spend your ticket. Tickets will accumulate if not spent when badges are unlocked.



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Log Reading

- Log into your Beanstack account to get to the reader dashboard.
- Select LOGGING BADGES tab to log reading.
- Log reading by clicking on a badge and following the prompts. Click LOG NEXT MINUTE.
- Select the date. Take a book photo or scan the ISBN barcode if desired.
- Type in hours or minutes read in TIME SPENT READING.
- Select yes if you wish to add a review.
- Select LOG and earned badges will appear.
- If ADD A REVIEW was selected, the review screen will appear next.

Log Activities

- Select ACTIVITY BADGES tab.
- Click on a badge and view activities to complete.
- Select activities as they are completed.
- Earn badges.


Write Reviews

- Reviews may be added when logging reading OR select REVIEW BADGES tab and WRITE NEXT REVIEW.
- Select your profile.
- Enter book title, author, and a review.
- Select SAVE.

Enter Drawings/Spend Tickets

- Select TICKET DRAWINGS tab.
- Ticket balance appears above drawings list.
- Select ADD TICKETS and use + or – and ENTER # TICKETS to enter tickets in drawings of your choice.

Update Account Creator's Password as a reader

- First the account creator logs in.
- Then, in the upper right hand corner of the dashboard, click on the SETTINGS icon. 
- Next, click on EDIT ACCOUNT.
- Scroll down to fill in the new password, and then confirm the password. SAVE.
- Note: Passwords must be at least 6 characters in length.

Forgot Password: How to Reset a Password as a reader

- Go to the Sign in page.
- Click FORGOT PASSWORD.

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