



## Messenger Public Library Winter Reading Quick Start Guide


### How to register:

1. Go to the website: [messengerpl.beanstack.org](https://messengerpl.beanstack.org)
2. Click on the link: **Create a Beanstack account**

### For Caregivers/Families:

- Click on the button: 
- Select: 
- Add **Caregiver** info first: name, phone #, email, username & password.
- Enter **Reader/Child's** info next: name & age

### For Teachers: *(who may manage groups of readers)*

- Select: 
- Choose to log all reading and activities **all at one time** or **individually**.
  - For individually logging groups, you can edit each reader's name and age later. You will still have the option to log reading and activities for the whole group.
- Add **Group** info: group name, age, number of readers, grade, and school
- Enter your info: name, username, email, phone, zip & password.

3. If necessary, select and register for the program you want.
4. Congratulations! You have registered for Winter Reading!
5. Log reading and activities:

- Click on the button: 
- Select the profile for All Readers or Reader/Group. Click the appropriate icon for days or activities and log participation.