BEANSTACK OVERVIEW

AGENDA

- Beanstack Terminology
- Reader (Patron Experience)
  - Register, Log, Review
- Administrative access (Staff Dashboard) and basic actions
  - reader lookup and actions – Register, Log, Review
  - Add account Creator and Reader(s)
- Accessing the App
- Q & A

YOU WILL BE ABLE TO

- Show patrons how to sign up for Beanstack and explain the key benefits of registration
  - Users who sign themselves up have a much higher return rate
- Understand the basics of Beanstack's administrative tools in order to provide patron assistance

BEANSTACK TERMINOLOGY

Account Creator vs. Reader

- An account creator is someone who initially **signed up** and created a Beanstack account.
- A reader is the person participating in the program, or the person for whom the account creator is doing the logging

NOTE: These may be synonymous, especially for adults and teens.

BEANSTACK TERMINOLOGY

Challenge – The overarching reading initiative

- Episodic: Has a beginning and end such as Summer reading
  - Reader's age determines eligibility
- Ongoing:
  - Readers age in and out of challenge
    - 1,000 books before Kindergarten, 100 books before college

BEANSTACK TERMINOLOGY

Reader Experience vs Administrative Access

Reader Experience

- Each Reader has their own main page within an account. This is their dashboard where they can switch between challenges, log and earn badges.

Administrative Access (staff dashboard)

- Staff can access patron accounts through this dashboard, to update accounts, create accounts, log and redeem prizes on behalf of patrons.

USER EXPERIENCE

Vermont Summer Reading Challenge 2020 - Hosted by the Vermont Department of Libraries

July 20 - September 9, 2020

Let's get reading, Vermont!

BEANSTACK AT VERMONT PUBLIC LIBRARIES

Department of Libraries Access and Responsibilities

- Set up and manage challenges, badges
- Manage landing page, required fields, and visual elements

Individual Library Access and Responsibilities

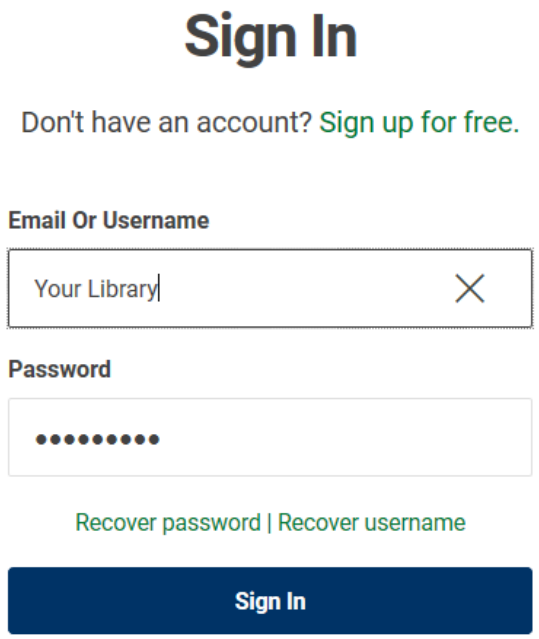
- Add and edit user accounts
- Add admin accounts
- View user participation
- Run reports

Directions to Log-in to Staff Account:

https://vermont.beanstack.org/

Enter Username: Name of your library (without the word library)
*Example: Maple Tree Public

Password: beanstack (default)



Directions to Log-in to Staff Account:

Each library has one staff login admin account

First Name: Full name of your library
Last Name: Admin
Username: Full Library name (as appears in dropdown menu)
Password: beanstack (default)

https://vermont.beanstack.org/
vermont.beanstack.org (once page is live)

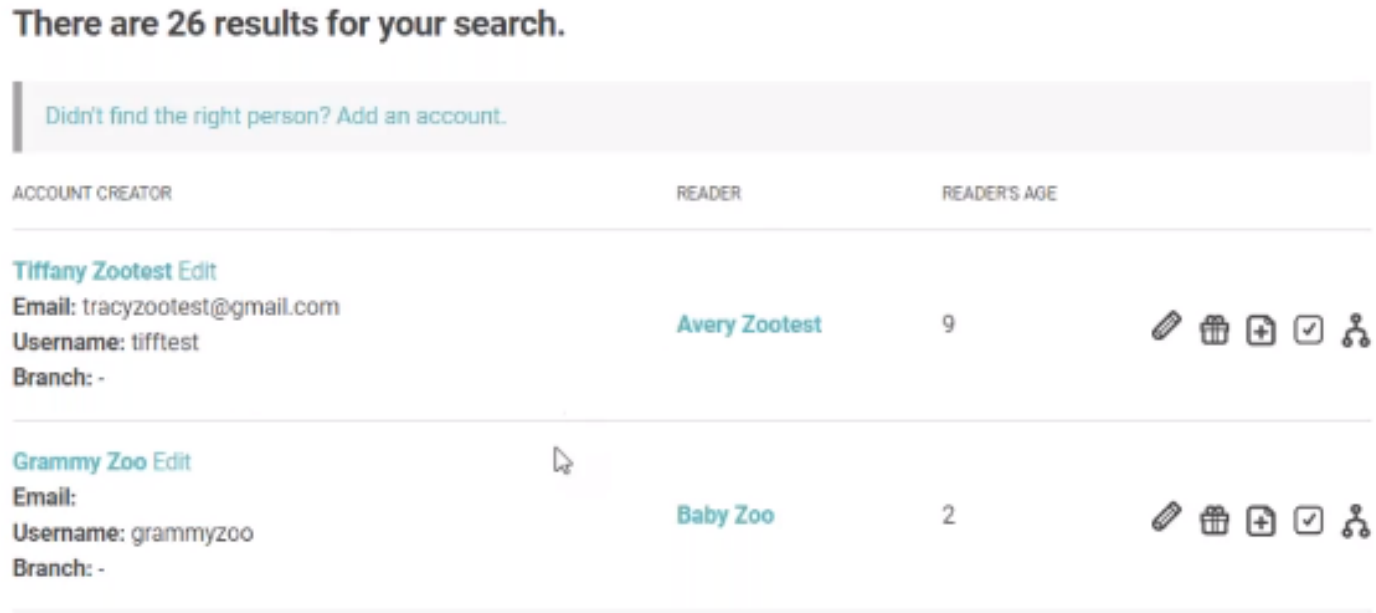
CREATING USER ACCOUNTS

- Family account vs individual
- Required fields in red
- Email is optional
- Age is required and determines available challenges
- Grade is optional
- Username is for the entire family or group

* **See Training video on Creating and finding User accounts**

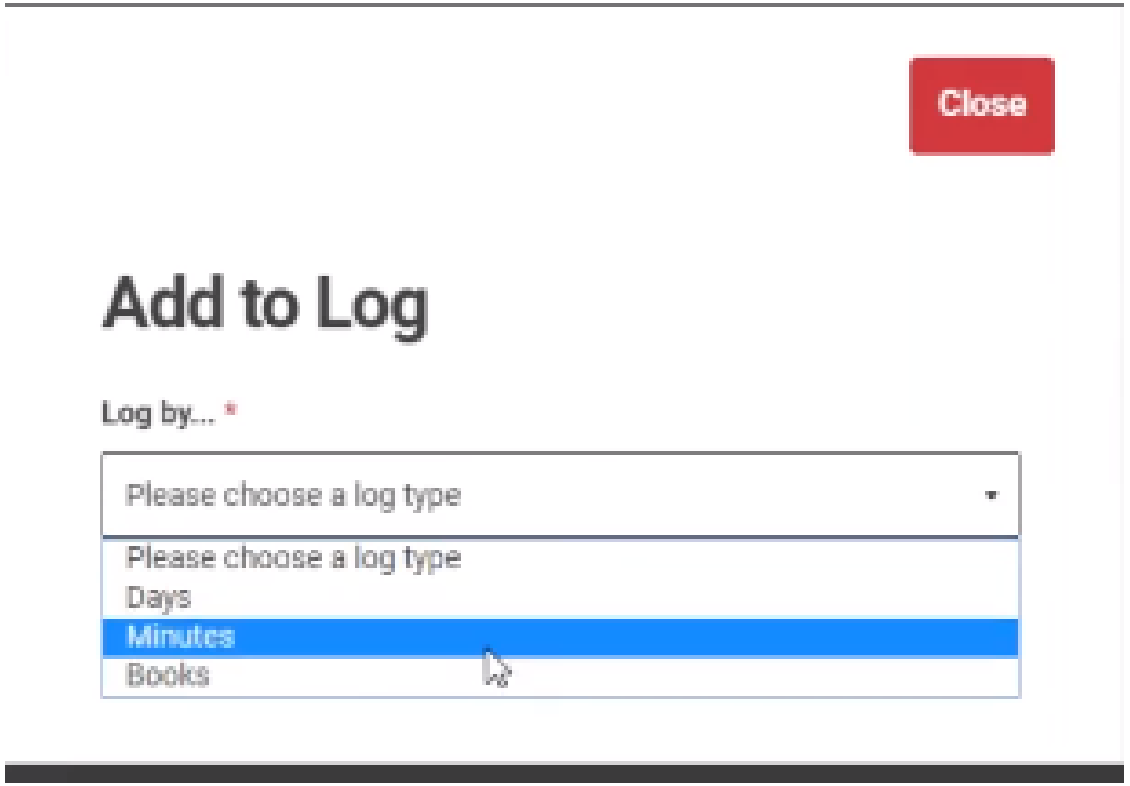
ADMIN DASHBOARD

- Defaults to first user created in family account
- Find a person
- You can see all the attached accounts
- You can edit the user by clicking on the name link



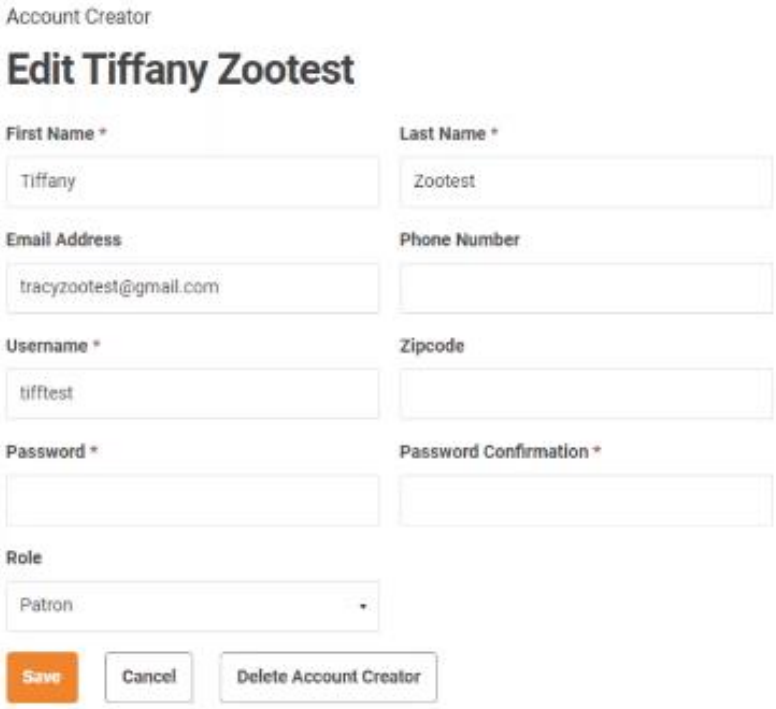
READING LOGS

- Adult challenge log type is *books*
- All others are *minutes*



EDIT ACCOUNT CREATOR INFORMATION

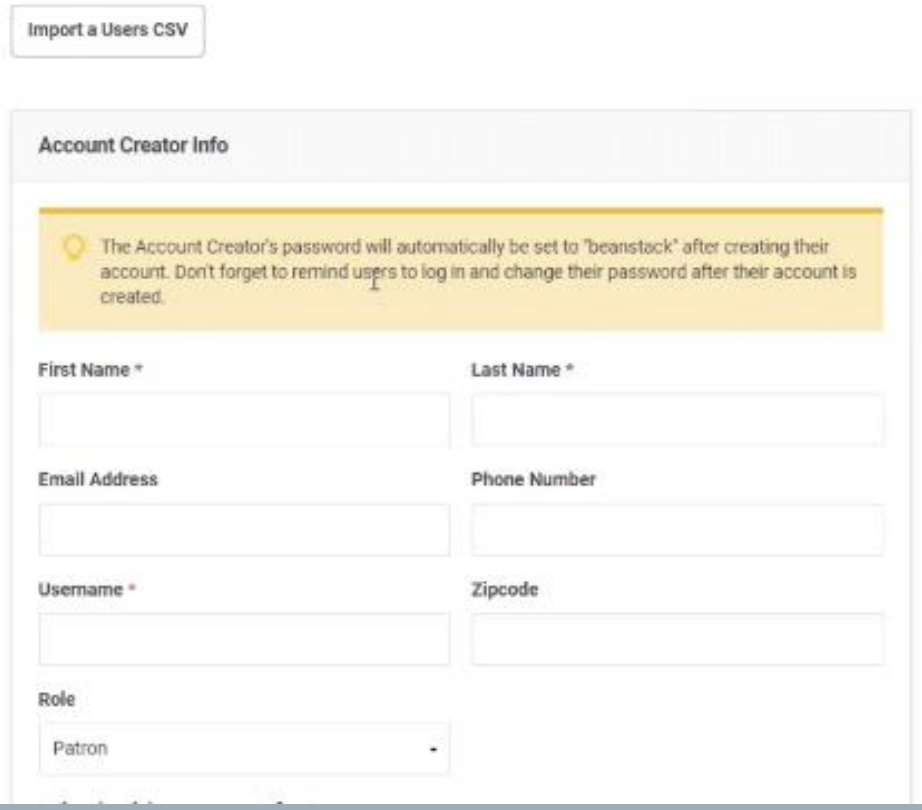
- Can not see password but can reset it here
- Administrators can edit username but account creator can not, after initial creation



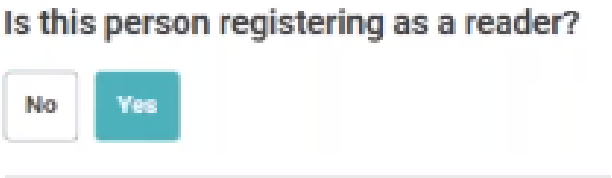
QUICK EDIT FUNCTION

ACCOUNT CREATOR	READER	READER'S AGE	
Tiffany Zootest Edit **Email:** tracyzootest@gmail.com **Username:** tifftest **Branch:** -	Avery Zootest	9	Edit Reader
Tiffany Zootest Edit **Email:** tracyzootest@gmail.com **Username:** tifftest **Branch:** -	Avery Zootest	9	Add to Log
Tiffany Zootest Edit **Email:** tracyzootest@gmail.com **Username:** tifftest **Branch:** -	Avery Zootest	9	Log Activity

ADDING ACCOUNTS



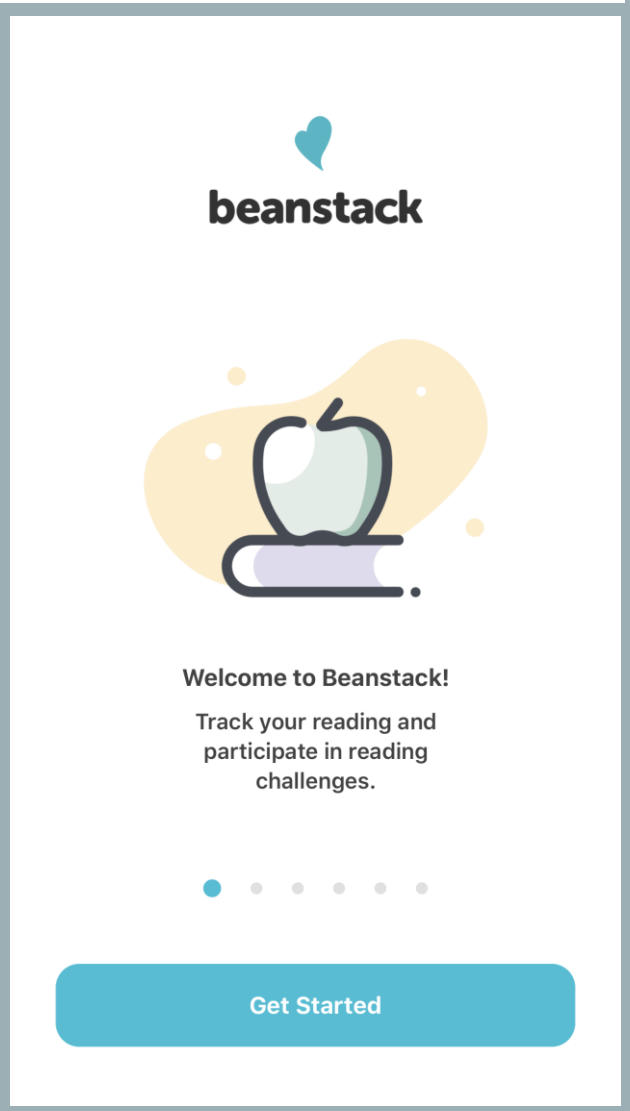
There must be at least on "reader" attached to each creator account (including staff)

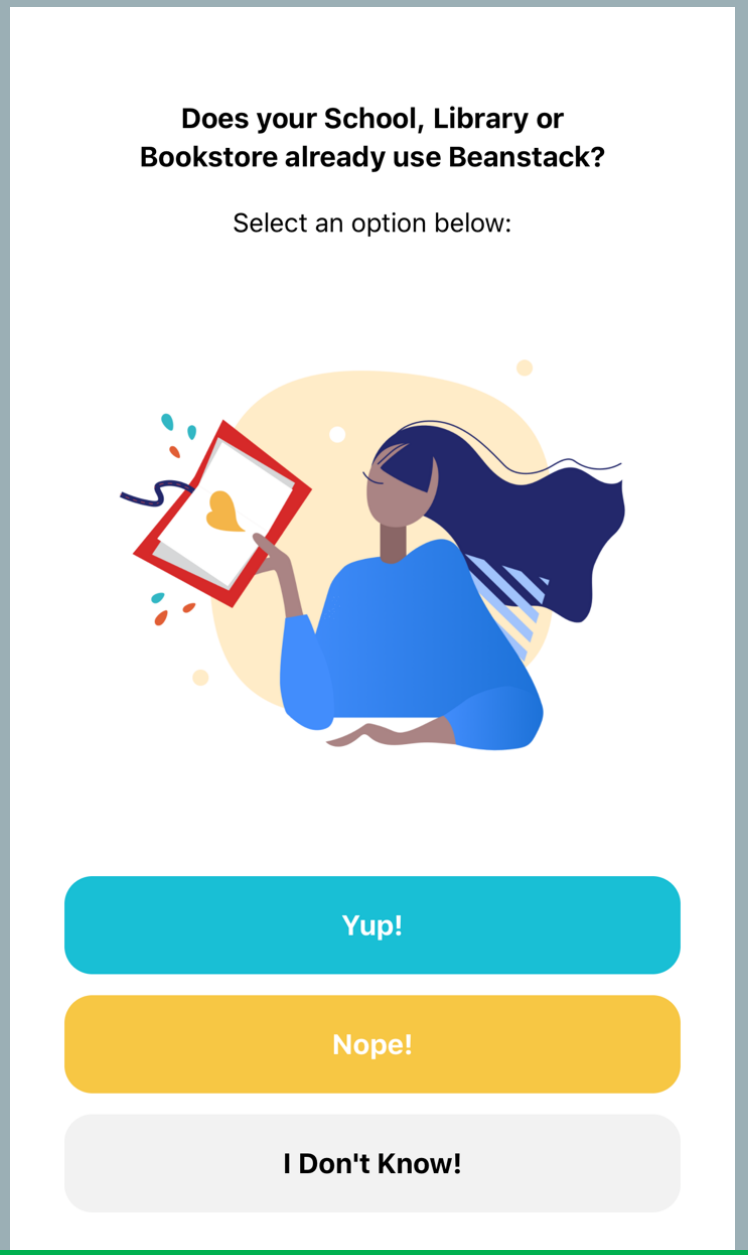


How does someone access the Beanstack mobile app?

Download on the App Store

GET IT ON Google Play





Note: There is not a staff view in the Beanstack Tracker app. The view is only for readers.

Select: Vermont Public Libraries

WHERE DO I GO WITH QUESTIONS?

- Contact your primary point of contact at VTLIB @jonathan.l.clark@vermont.gov
- Check the help desk: zoobean.zendesk.com
- Submit a question to VTLIB with this form and we will answer it as quickly as we can

VTLIB Beanstack Resources

https://libraries.vermont.gov/BeanstackSRP2020

Q&A

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THANK YOU AND GOOD LUCK!