



## Instructions for NEW Washington Public Library Beanstack Users

### Online (Desktop/Web Version)

<https://washingtonfreeia.beanstack.org>

Click **Sign In** and then select **Sign Up For Free**

#### Click **Register and Individual or Family**

If you have previously used Beanstack you do not have to create a new account. If you don't remember your information, contact the library for assistance. Otherwise, click **No** when asked if you have previously used Beanstack.

First, register yourself. You will get a welcome badge for registering.

#### Make note of your username/password:

**Username:** \_\_\_\_\_

**Password:** \_\_\_\_\_

(You can always recover your username and password, so no worries)

Next register any additional family members. It will ask if you want to add another adult—click either **Yes** or **No**

If you click **No**, it will ask if you want to add a child, click either **Yes** or **No**.

Once all family members are registered, you will be taken to the home page where you can log reading and activities and view your badges.

Begin tracking your reading by clicking on **Log Reading** in the upper left hand corner.

If you are in a challenge with activities, click on the Challenge and then **Badges** to fine your activity badges.

Click on the library logo in the upper left hand corner to return to the homepage at any time.

### Using the Beanstack Tracker App

Download the App from your favorite **AppStore**. Search for “**Beanstack Tracker**” by Zoobean.

Download and then open the App, touch **Let's Go** to participate “At my library, school, or bookstore.”

Tap on **Find a Site** and search for **Washington Free Public Library**.

Touch **Sign up!** (it might be found near the bottom of the screen)

Follow the prompts to complete the Registration for you and then choose to complete your **Reader Profile** before adding other readers.

If you want to add additional connected account for family members touch **Add a Reader** for additional family members.

Touch the **+** (**Plus Sign**) in the middle of the screen to log reading or add reviews. If you don't want to track the specific books you have read, select **Log Without a Title**.

**Log** shows you books and activities you've recorded.

Click on the circle with your initials in the upper right hand corner to log for others.

You can also add a reader or edit your information from the account screen.

To log out, touch the cogwheel in the upper right hand corner and touch the **Log Out** button.

#### Need Help?

Call 319-653-2726

Text: 319-284-8833