

BEANSTACK INSTRUCTIONS

First-Time User Instructions for Website and App

IF YOU ARE A PARENT/CAREGIVER REGISTERING YOUR FAMILY

1. Go to **fairfaxcounty.beanstack.org** and select **Register an Individual or Family**.
2. Click on **No** when asked if you have previously used Beanstack with Fairfax County Public Library.
3. Select **I am an adult registering a child** when asked who you would like to register.
4. **Complete all the required fields.** Keep track of your username and password.
5. Depending on the ages you provide, you and your children will be automatically pre-registered or registered for any reading challenges available for preschool, school-age, teen or adult participants.
6. Select **Yes** to add more children, if needed.
7. You will be asked if you would like to register. If **Yes**, complete the required fields.
8. You will be asked if you wish to register other adults. If **Yes**, complete the required fields.
9. Once you are registered, you will be taken to the **Reader Dashboard**. This is where you will track your reading and participation in current reading challenges.

IF YOU ARE REGISTERING YOURSELF

1. Go to **fairfaxcounty.beanstack.org** and select **Register an Individual or Family**.
2. Click on **No** when it asks if you have previously used Beanstack with Fairfax County Public Library.
3. Select **I am registering myself**.
4. **Complete all the required fields.** Keep track of your username and password.
5. You will be automatically pre-registered or registered for any reading challenges available for your age group.
6. You will be asked if you wish to register another adult or any children. If **Yes**, complete the required fields.
7. Once you are registered, you will be taken to the **Reader Dashboard**. This is where you will track the books you're reading and write reviews or participate in current reading challenges.

WHEN USING THE WEBSITE

- ☞ It is possible to access and use Beanstack in other languages. Scroll down to the bottom of any screen and click **Select Language**.
- ☞ Keep track of your username and password.

WHEN USING THE BEANSTACK TRACKER APP

- ☞ Once you enter a book title, it is possible to use a timer to track how long you read.
- ☞ Keep track of your username and password.

REGISTERING ON THE BEANSTACK APP

1. Go to the **Google Play Store** or **Apple App Store**. Download and open the **Beanstack Tracker** app.
2. Choose **At my library, school or bookstore**.
3. Using the **Find a Site** search bar, type **Fairfax**.
4. Select **Fairfax County Public Library (VA)**.
5. At the bottom of screen, you'll see **Don't have an account? Select Sign up!**
6. Select **No** when asked if you have previously used Beanstack with Fairfax County Public Library.
7. Create an account by adding an email and creating a password. Select **Continue**.
8. Add your First and Last Name and select **Continue**.
9. Add a Phone Number and Zip Code. (This is optional). Select **Continue**.
10. **Choose a Library.** Entering your Library Card Number is optional.
11. Your account is created! You can add additional information about yourself or add additional readers.
12. You will be directed to the challenges FCPL is currently offering. Choose any upcoming **Challenges** in which you would like to participate, or you can use Beanstack to track the books you're reading and write book reviews.

QUESTIONS?
LIBLibraryEvents@fairfaxcounty.gov