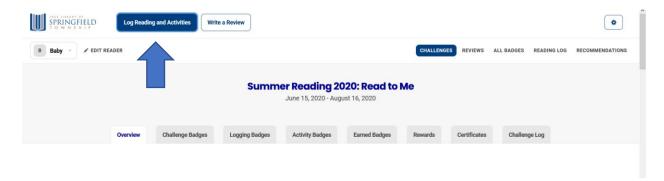
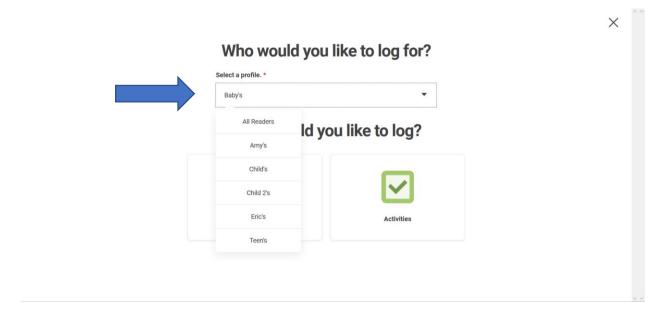
How to Log Activities for Kids Challenge

Go to https://springfieldmontco.beanstack.org and log in to your account using the blue "Sign In" button in the top right corner.

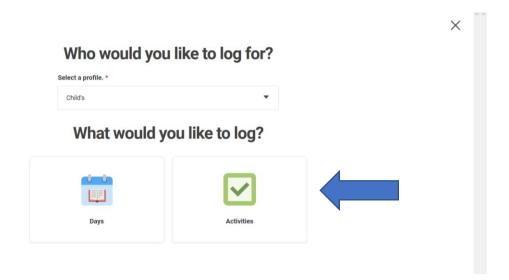
Select the blue "Log Reading and Activities" button next to our logo in the top left. It does not matter which reader's page you are on; the next screen allows you to select which reader you are logging for.



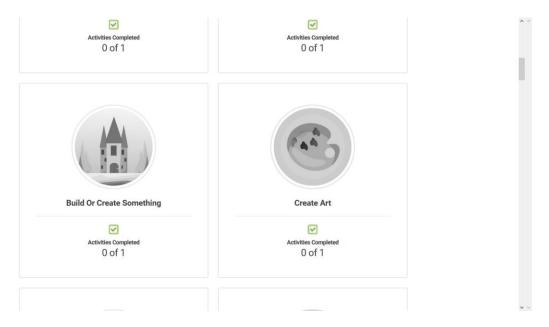
Use the drop-down menu to select the appropriate reader.



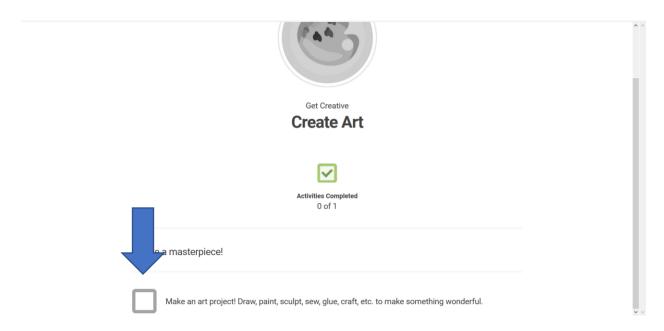
On the next screen, select the Activities box.



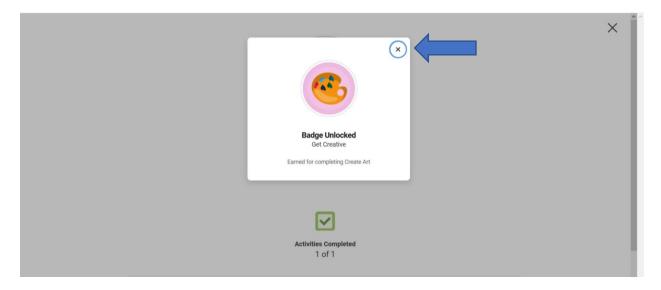
The next page lists all the learning activities that a reader may complete. Scroll to find the activity you want to log. Click the box for that activity.



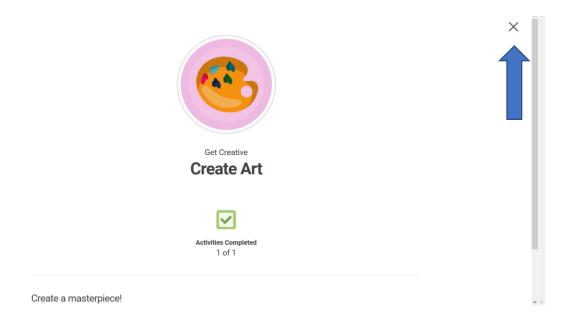
On the next page, scroll down to see the full description of that activity and click the empty box next to the description.



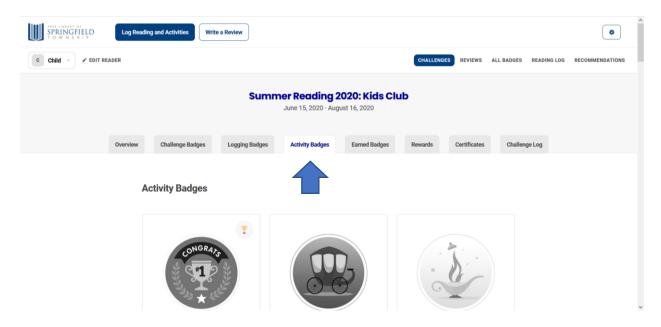
You will see a notification that you have earned the badge. Click the small "X" in the top right corner to close the notification.



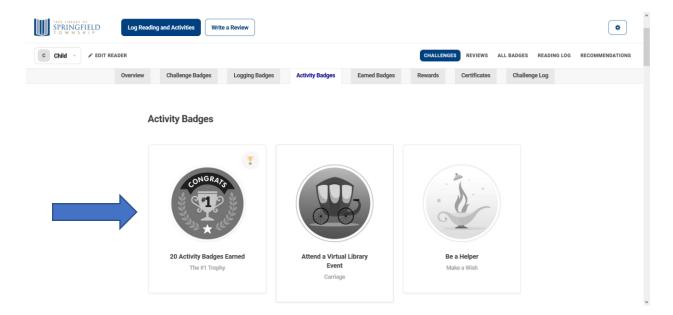
On the activity screen, use the "X" in the top right to return to the main reading challenge page.



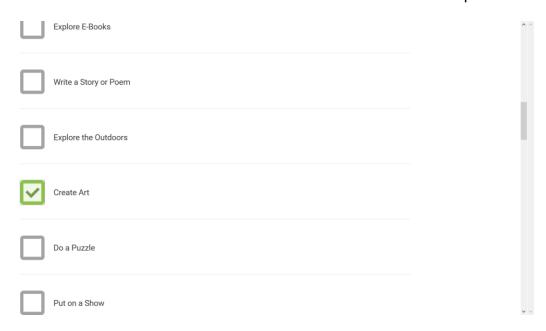
If a reader completes 20 of the 30 activity badges, they will earn a free book. In order for the system to record the reward, be sure to mark off any activity badges earned under the "20 Activity Badges Earned" learning track. To do this, use the tabs on the reader's challenge homepage; select the Activity Badges tab.



Then select the box for the "20 Activity Badges Earned" learning track.



Scroll through the list and check off the boxes for activities the reader has completed.



When you are done, click the "X" in the top right corner to return to the reading challenge page.



You can use the tabs on each reader's challenge page to view badges earned, rewards, and more.