# beanstack guides

Media Specialist Engagement Guide

Grow Your Students' Love of Reading with Beanstack

Beanstack uses data-driven best practices to help educators motivate students to read more, together. Here are a few ways you can use Beanstack to create a culture of reading at your school.

Our Goal — ⏱ 3 days to go

100,000 / 100,000 minutes
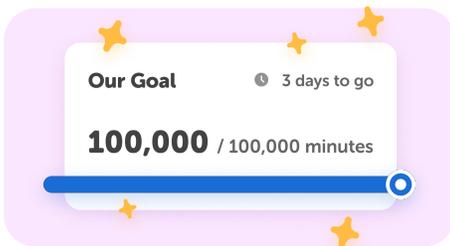
Set a Community Reading Goal

- Set a community reading goal that everyone in your school or district contributes to.
- Use our simple formulas to set an achievable and ambitious goal:
  - School year goal = student population x 100 minutes
  - Shorter time frame goal = student population x 10 minutes per month
- Keep your goal top of mind by celebrating your progress with our resources.

RANK	READER	MINUTES LOGGED
1	MD Morganne	521
2	Olivia (You)	432
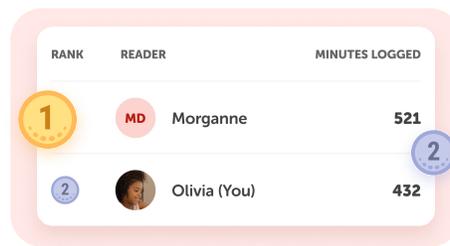
Foster Friendly Competition

- Ignite the spirit of friendly competition by running consistent reading challenges.
- Leaderboards help you facilitate reading contests at the school, grade, classroom, and individual student level.
- Utilize our templates to showcase top readers and keep competition front and center.

Mountains
Read 120 Minutes
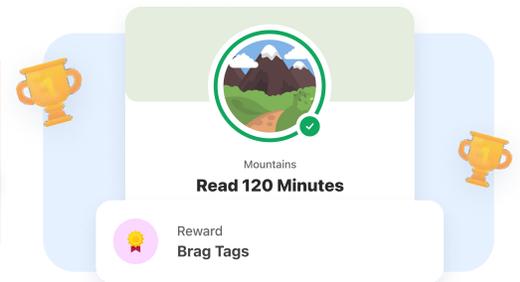
Reward
Brag Tags

Provide Recognition and Incentives

- Reach your reading goals by tailoring recognition and incentives to your specific students.
- Incorporate incentives in your reading challenges by assigning rewards or tickets to badges.
- Tie recognition and incentives to your community goal and competitions.

Key Resources

- Attend a training session
- Train your teachers using our customizable teacher training slide deck.
- Explore our Beanstack Help Center for ongoing support

Media Specialist Quickstart Guide

Log for myself

- From your Admin Dashboard, click the green **View Reader Experience** tab on the right.

- Click on your name under **Your Reader Profile**.

- Click **Log Reading** at the top of the screen.

- To head back to the Admin Dashboard, click the green **View Admin Experience** tab on the right.

Creating Reading Challenges with Rewards

- From your Admin Dashboard, navigate to **Challenges** to browse and choose a template.

- Make sure to update your challenge name and adjust settings (you can customize anything from dates to specific badges).

- When you're ready, update your challenge's status to Published using the options in the upper right.

> **Pro tip:** Add a reward to any badge by selecting Edit and creating a new reward. Challenges with rewards have 201% more participation!
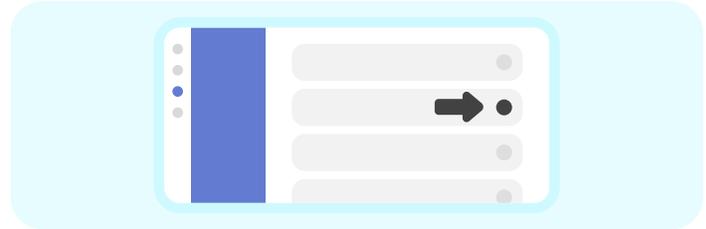
View and Log for Classes or Individual Students

- From your Admin Dashboard, select **Classes and Readers**.

- To log for a class, search **Classes** by teacher, subject, or class name and select the **Log icon** displayed to the right of the class.

- Navigate to **Students > View Students**, and search for and select a student's name to log an individual reading session and view information like reading logs and earned badges.

Set a Community Goal

- From your Admin Dashboard, click **Set Your Goal**.

- Complete the required fields.

- Statistics will appear on the start date, nothing logged before or after those dates will be included.

Insights, Leaderboards, and Reports

- From your Admin Dashboard navigate to the **Insights** section to view at-a-glance participation totals and insights like top books read by the school, grade, or teacher.

- Navigate to **Insights > Leaderboards** to view your top classrooms.

- Schedule any report (we like the Detailed Reader Report!) to arrive in your inbox on a recurring basis. Navigate to any report and select the **calendar icon** to set your schedule.