Great Neck Library Summer Reading

It’s going to be a

whale-y great summer!

Updated 8/19/21

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# Program Overview

Summer reading is back! This year, we will be running 4 programs across our age demographics. Each program offers different prizes and requirements for completion. Patrons are only able to register for one program, each program is age restricted to prevent duplicate registration. Families are able to register as a group so that parents are able to enter in the children’s reviews and activities as necessary.

Patrons will be able to pre register on our website or on the Beanstack app starting May 1st. Staff will also be able to register readers from the staff accounts, [check here for more information](#_iizmrkwo1c0). Please direct any questions or concerns to Alana or to the appropriate point of contact.

## Timeline:

* May 1st- Preregistration for all Summer Reading Programs Starts
* June 28th- First day patrons are able to report books read for programs or participate in SRC activities
* September 4th- Last day patrons are able to report books read or program activities. Programs will close access at Midnight.

## **Programs Snapshot:**

* Smart Start:
  + For Babies and Toddlers
  + Activity based, participants must complete 6 early literacy activities each week in order to receive that weeks prize
  + Each badge earned earns an additional ticket to be entered into end of program prize drawing
  + Prize distribution will be centralized at Childrens.
  + Point of Contact: REDACTED
* Elementary Program:
  + For Pre-K to 5th Grade
  + Book Based-
    - Participants must read and review one book a week in order to receive that week's prize.
    - Participants also are able to accrue tickets for prize drawings by attending library programs and entering the program code.
  + Participants have 8 base prizes for 8 books read and reviews submitted. Participants reading and reviewing 9 & 10 books will receive a book for completion.
  + Prize distribution will be centralized at Childrens.
  + Point of contact: REDACTED
* Teen Summer Challenge:
  + For 6th to 12th Grade
  + Activity based: Participants need to complete 5 badges out of 10 badges in order to be entered into the prize drawing at the end of the summer.
  + Point of Contact: REDACTED or REDACTED
* Adult Summer Reading:
  + For 18 years and older
  + Book Based: Participants need to complete 4 books and reviews in order to receive a prize up to 2 prizes.
  + Staff will not be awarding prizes through Beanstack, AJM will handle distribution of all prizes.
  + Point of Contact: REDACTED
* Summer Viewing Olympics:
  + For all ages
  + Participants can log up to 24 films in varying genres or of their choice.
  + Text Code Based, it is not specific to a secret code or review.
  + Prize Distribution TBD, Participants can earn up to 2 DVDs as well as raffle prizes for end of program raffle
  + Point of Contact: REDACTED

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# [Registering Readers](#_iizmrkwo1c0)

## To register a reader for a program (from the staff view):

* Select ‘Add an Account Creator and Reader’
  + Keep in mind that if you’re completing this for a parent with a child (or multiple children), you’ll want to include information for the adult first, and then select “Are you also registering other family members on this person's account?.”
  + If you’re completing the information for someone who is the reader (i.e. a teen or an adult), then just select “Is this person registering as a reader?
* Fill in all required fields. Remember to click on the blue “create account” box and to enroll that reader in the appropriate program!
* Add as many readers as you wish to this account by selecting “Add a Reader” (top right blue button) when you are then taken to the account creator’s page.

## How to change a password (from the staff view):

* Select ‘Find a Person’
* Fill in any field and ‘Search’
* Results: Select the patron you’re searching
* Note: remember to click on the account creator, not the reader. Account creators have passwords.
* Under ‘Account Info’, select ‘Edit’ (on the right side of your screen)
* Change password and any other information can be edited or added
* Note you cannot see a patron’s original password. When you type in a password and save, that will become the patron’s new password. The default password to input is *beanstack*

# Reviews:

Readers are able to write a review if they have read and logged in their Beanstack Reading Log. Before a review displays in the reviews section on your site, it must first be approved by a library administrator. It is possible that your library has reviews set to auto-approve. If this is the case, then this manual process for approval is not required.

* Log in to the administrative side of your site.
* Go to Content > Reviews.
* Here you can see all of the reviews that are currently pending, reviews that have been approved, and any rejected reviews. Go to the "Pending" tab.
* If you go back to the reviews page, you'll see the review listed under the Approved/Rejected tab and it will also be available for other readers to view on the front end of your site if approved.
* To approve/reject reviews in bulk, return to the "Pending" tab.
* Click on the "Select All" button.
* Then, decide whether you would like to approve, reject, or delete all checked reviews.
* Confirm the action you are taking by clicking "OK" in the pop-up window.
* If you go back to the reviews page, you'll see the review listed under the Approved/Rejected tab and it will also be available for other readers to view on the front end of your site if approved.

# Prizes:

## All prize drawings for raffles will be done on Tuesday, September 7th. No raffle prizes will be awarded prior to the end of Summer Reading.

## Who's getting what:

* Smart Start & Elementary Program
  + Weekly prize awarded for completing activities
  + Participants are allowed to enter earned tickets towards end of program drawing
  + Prizes awarded via Beanstack
* Teens:
  + 3 prizes will be awarded to randomly selected participants at the end of the summer
  + Adam and Courtney are coordinating prizes, prizes will not be awarded via Beanstack.
* Adults:
  + For every 4 books a participant reads and reviews, they will be eligible for a $10 Amazon gift card.
  + Irina will facilitate prize distribution, prizes will not be awarded via Beanstack.
* Summer Viewing Olympics:
  + For every 5 Movies logged, 1 DVD’s is awarded up to 2 DVD’s
  + 2 raffle prizes are available to be entered for with the drawing at the end of the summer. Prizes will not be awarded via beanstack.

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## To redeem prizes:

*Only children's programs have weekly redeemable prizes. Prizes will be available for participants once they are earned.*

* Select ‘Find a Person’
* Fill in any field and ‘Search’
* Results: Select the patron you’re searching
* Click on “Redeem Incentives”
* Select the incentive by clicking the box next to the incentive a green check will appear

# Children's Secret Prize Codes:

Codes are distributed at Library Programs and can be entered weekly for Smart Start and Elementary Summer Reading Participants.

* 6/28 to 7/3 Week 1: Alpaca
* 7/4 to 7/10 Week 2: Bunny
* 7/11 to 7/17 Week 3: Chipmunk
* 7/18 to 7/24 Week 4: Dolphin
* 7/25 to 7/31 Week 5: Elephant
* 8/1 to 8/7 Week 6: Fox
* 8/8 to 8/14 Week 7: Giraffe
* 8/15 to 8/21 Week 8: Hippo
* 8/22 to 8/28 Week 9: Iguana
* 8/29 to 9/4 Week 10: Jaguar

### FYI:

* Prize codes can be entered through the following Wednesday after a week allowing for a full week and a half to enter.
* Entering the program code will award participants a raffle for elementary summer reading, or will count as a weekly activity for Smart Start Participants.
* Do not share future codes, staff should not be entering codes in for patrons

### Patrons can enter codes by:

* Going to Beanstack,
* Go to Log Books and Activities
* Select “Complete an Activity”
  + Elementary Participants will be able to enter the code for the week by clicking on the appropriate week’s tab
  + Smart Start Participants can click on this week's activities, and enter the secret code (first option to click)
* Logging the secret code each week earns participants a raffle ticket to put towards the end of the summer drawings. All drawings will be done on September 7th.

**Printing a Reading Log**

If a patron asks for their reading log from Summer Reading, We are able to print it out to give to patrons. We are not forwarding the information to the schools

Here’s How:

* Go to Beanstack
* Go to People
* Search Patron’s name
* Click on patron’s name
* Go to “Reading Log”
* Click print
* Make sure to physically write patron’s name on top of list, names are not printed out on the log