



SUPERINTENDENT'S READING CHALLENGE



HOW TO LOG YOUR READING USING BEANSTACK!

1 LOGIN TO VPORTAL

2 FIND BEANSTACK

3 FIND THE CHALLENGE

Scroll down to find the Superintendent's reading challenge. Click on the image.

4 CLICK LOG READING

5 CHOOSE LOG MINUTES

When asked "What do you want to log?", scroll down to LOG MINUTES.

6 SELECT THE DATE

Select the date that you read. You can select previous dates, so do not worry if you have read but didn't have time to log that particular day.

7 RECORD THE ENTRY

Type the title of the book or Scan the ISBN barcode on the back. Do not use all capital letters.

Type Time Spent Reading.

8 SELECT LOG READING