



Belton ISD Parent Library Access Guide

STEP-BY-STEP INSTRUCTIONS



Access a Student's Library Information

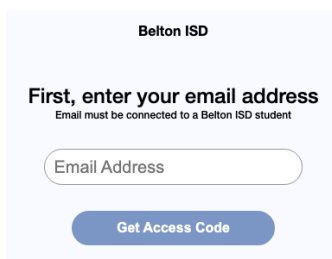
If you are the first guardian listed in the Belton ISD student information system (Skyward), you can access your student's library information through the parent library access tool. The parent library access tool is an additional user type in the Destiny library catalog.

Note: The student account is connected to the first email address listed in our student information system (Skyward).

Follett Destiny is BISD's online, integrated management system for library resources. Parents and students have access to our online catalogs at each campus. Visit the Library section located on our [website](#).

To Login and Access Parental Control Features

1. Use the following URL to access the Destiny Verification page: [BISD Parent Link](#)
2. Type your email address (the same address you use for Skyward for Primary Contact)



The screenshot shows a light blue login form for Belton ISD. At the top, it says "Belton ISD". Below that, the instruction "First, enter your email address" is displayed, with a smaller note "Email must be connected to a Belton ISD student". There is a text input field labeled "Email Address" and a blue button labeled "Get Access Code" below it.

3. Click **Get Access Code**.

Note: If the email address either does not match what is in Skyward (Primary Contact) or is not connected to a student in the district, you will see the following message:

No students found matching email

[Go To Login](#)

4. Go to your email account to retrieve the access code.

- The code expires in 10 minutes. If it expires, you can click **Resend Code** from the Get Access Code page.
- If you enter an invalid access code, you will see an Incorrect Access Code message.
- The email is sent from no-reply@follettlearning.com with the subject, "Additional User Type Access Code."
- If the code is sent more than once, after the second time, the user will need to refresh the screen and then re-enter their email address

5. From the Enter Your Access Code page:

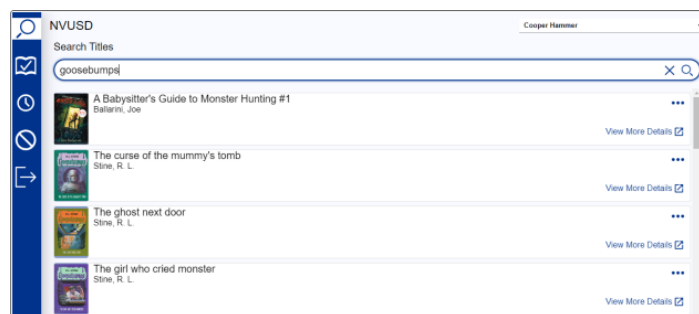
- Type your access code.
- To remain logged in from your current browser, select **Keep me logged in on this device**. If you select this option, you will stay logged in for 60 days or until you log out. If you don't select this option, you will need to log in with an access code each time.

6. Click **Submit**.

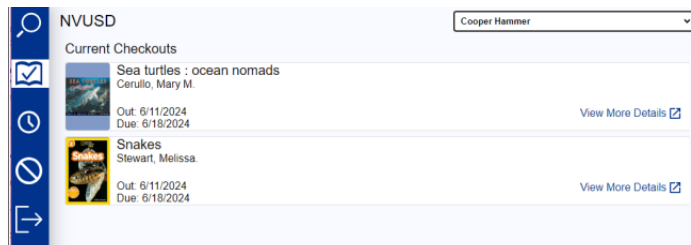
To Navigate Additional Parent Features

Once you are logged in, you can search for and block titles from being checked out as well as view current checkouts and any blocked titles for all students associated with your email address. The user's name associated with your email address appears in the top-right corner. If you have more than one student in the district, a drop-down appears. To view a different user, select their name from the drop-down. Use any of the following options:

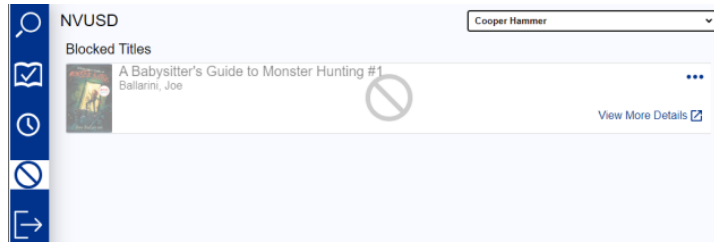
- **Search:** Search by title, author, or subject to find materials. When search results appear, you can select the three blue dots to block a title from being checked out or "View More Details" to view more information on a title as a guest user via Destiny Discover.



- **Checkouts:** View the current checkouts. To view more information about a title as a guest user via Destiny Discover, click "View More Details."



- **Blocked:** View any titles you marked as blocked. You can select the three blue dots to remove the block on a title or “View More Details” to view more information about a title as a guest user via Destiny Discover.



- **Logout:** Log out of your current session.

Sora (online books) Parental Controls

Our BISD schools offers parental controls in Sora, you can use them to see the books your student has access to, view your student's checkout history, and lock individual books. Your student needs to be signed into Sora for you to enable parental controls and use Parent Mode.

- [Enabling parental controls and entering Parent Mode](#)

To enable parental controls:

1. Have your student log into Sora.
2. Go to the three lines, then select **Parental Controls** (under "Support").
Toggle on **Parental Controls**.
Enter a 6-digit PIN. You'll use this PIN whenever you want to access Parent Mode.
3. Select **Enable**.

You'll be in Parent Mode right after you enable parental controls. Make sure to exit Parent Mode before returning Sora to your student.

After you enable parental controls, you can get back to Parent Mode by going to the three lines > *Parental Controls* and entering your PIN.

- [Using Parent Mode](#)

In Parent Mode, you can:

1. Select **Browse** to see all the titles your student has access to in Sora, including those from their school library and any additional libraries they've added. You can also search for specific titles. Searches performed in Parent Mode aren't saved and don't show under recent searches.
2. Select **History** to see the books your student has borrowed or placed on hold. You can edit the history or remove individual items.
3. Lock a title to prevent the student from sampling, borrowing, or reading it. Learn more below.

- [Locking titles](#)

You can lock books to prevent your student from sampling, borrowing, or reading them. To lock a book, go to the title details page and select **Lock**.



Note: *If you lock a magazine, all issues of that magazine will be locked.*

Students will still see a locked book when browsing, and can see a locked book's details page, but won't be able to borrow it or place a hold. If the student already has a hold on the book, they won't be able to borrow it when it's available.

Locking a book only locks that format and edition. For example, if a book is available as both an ebook and audiobook, you'll need to lock both of them. Or, if you lock a book and another edition is added, you'll need to return to Parent Mode to lock the new edition.

To unlock a book, go to the title details page and select **Unlock**.