

READsquared Guide for Summer 2023

Welcome to the Castleton Public Library Reading Program for Summer 2023!

This guide includes information on registering, logging in, and tracking reading and activities for the digital Reading Programs. If you need further help, please contact us at 518-732-0879 or youthservices@castletonpubliclibrary.org.

1. Homepage:

When you enter the READsquared website, you will see the following page. Click “Register” in the top right corner to create a new account, or “Login” if you have an existing account. You can also use the login box to the right of the page.

The screenshot shows the homepage of the READsquared website. At the top left is the Castleton Public Library logo. To its right is the text "READsquared | Habit Forming". In the top right corner, there are two buttons: "Register" and "Login". Below the header is a navigation bar with the following items: "Control Room" (with a gear icon), "Home" (with a house icon), "Badges" (with a shield icon), "Reading" (with a book icon), "Missions" (with a list icon), and "Reviews" (with a speech bubble icon). The main content area features a large banner with the text "All Together Now" in a stylized font. To the right of the text is an illustration of a woman wearing a wide-brimmed hat and a fur collar, holding a book. Below the banner, there is a section titled "Adult Reading Program 2023" with the text: "Please use the Mission to track your reading instead of the 'logging' function! Have questions? email director@castletonpubliclibrary.org or call 518-732-0879." On the right side of the page, there is a "Login" form with fields for "Username:" and "Password:" (with an eye icon for visibility), a "Login" button, and links for "Don't have an account? Register now" and "Did you forget your password? Get it by email".

2. Registration – Individual Account:

If you are signing yourself up, or signing up only one family member, select “Myself Only” when you see the below screen.

Register ↶ Start Over

Who would you like to register?

Enter your age, choose which program you are signing up for, and select “Continue.”

Register ↶ Start Over


How old are you? *

What program do you want to sign up for? *

▼

Fill in the registration form. The form that you see may vary slightly based on which program you are signing up for. The items with red stars next to them are required. You will need to create a username and a password. When you are finished, press “Continue” to complete your registration.

Register

 Start Over

Program: Adult Reading Program 2023

First Name *

Last Name *

Email *

Username *

Password *

Confirm Password *

< Go Back

Continue >

3. Registration – Family Account:

If you are signing up two or more family members and want the accounts to be connected, then on the registration screen select “Myself + Other Readers.”

The registration screen features a large 'Register' title in bold black font. To the right is a 'Start Over' button with a circular arrow icon. Below the title is the question 'Who would you like to register?'. At the bottom, there are two buttons: 'Myself Only' and 'Myself + Other Readers'.

After you register yourself for a reading program, you can register additional family members. Press “Continue” and fill out the registration form.

The registration form has a 'Register' title and a 'Start Over' button. A pink banner contains the text 'Primary Account Information' and 'Additional reader accounts can be created after completing your registration'. Below this is a form with two fields: 'How old are you? *' with a text input containing '38', and 'What program do you want to sign up for? *' with a dropdown menu showing 'Adult Reading Program 2023'. At the bottom are '< Go Back' and 'Continue >' buttons.

Sign up your family member by selecting a program from the list, pressing “Continue,” and then filling out the form. A new username and password is not required for additional family members. If you have another family member to add, press “Continue.” When you are finished adding family members, press “Done Adding Readers.”

Username and password are not required.

Username

Password

Confirm Password

< Go BackContinue >

Done Adding Readers

4. Navigating the READsquared Website:

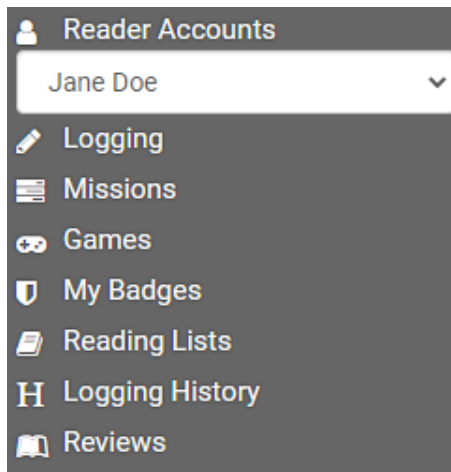
After you register or login, you will see the following homepage. The appearance will vary based on which program you are signed up for. You will be able to see total points earned and which badges you have earned.

In the gray bar on the left, you can click on “Logging” to track minutes of reading (for Early Literacy, Kids, and Teen Programs). You can click on “Missions” to complete other activities.

In the upper right section, you can create an “Avatar” image.

5. Navigation Bar for Families:

If you signed up as a family, you will have the option on the gray bar to the left to choose which family member’s reading account you want to see by choosing from a dropdown list.



Each account will have a different homepage. The point totals and avatars will be different.

6. Logging Reading Minutes for an Individual Account:

If you are registered as an individual in the Early Literacy, Kids, or Teen Reading Program, logging minutes spent reading each day is the primary way to earn points. Click “Logging” in the gray bar on the side and then press “Log” inside the “Log Activity” box. You will see the following form:

Log Activity ×

How many Minutes did you read?	Date of Activity
<input type="text" value="20"/>	<input type="text" value="06/20/2023"/>

Enter how many minutes you read for and select the date on which you completed the reading, then press “Submit.” Your total point count will be updated.

7. Logging Reading Minutes for a Family Account:

For any family members registered in the Early Literacy, Kids, or Teen Reading Program, logging minutes spent reading each day is the primary way to earn points. Click “Logging” in the gray bar on the side and then press “Log” inside the “Log Activity” box. You will see the following form:





Log Activity ✕

How many Minutes did you read?

Date of Activity

Select the readers who participated

* (if name not available, you cannot log the selected activity for the reader)

 John Smith Adult Reading Program 2023 <input type="checkbox"/>	 Julie Smith Teen Reading Program 2023 - Enter <input checked="" type="checkbox"/>
 Jack Smith Kids Reading Program 2023 - Enter <input checked="" type="checkbox"/>	 Jeremy Smith Early Literacy Program 2023 - Birth to <input checked="" type="checkbox"/>

Enter the amount of minutes spent reading that day and select which family members completed this amount of reading. Please note that family members signed up for the Adult Reading Program cannot be selected. In the example above, Julie Smith, Jack Smith, and Jeremy Smith all read for 20 minutes. You can tell which names are selected because of the green checkmark on the box. You can select only one youth participant, or all youth participants. Press “Submit” to log the reading minutes.

8. Completing Activities:

In order to complete activities, click on “Missions” on the gray bar to the left. Please note that the Missions section is where Adult Reading Program participants earn all of their points.

When you navigate to Missions, you will see the Mission available for the program you are signed up for (or the program the family member selected is signed up for). Click on the box that says “Kids’ Activity Sheet” (or the name of the activity sheet for the program you are signed up for).

Kids Activity Sheet

Complete these bonus activities to earn points!

Mission Activities

In Progress

Completed

Other Missions

Scroll down the list to see all available activities. Once you have completed an activity, press the “Complete Now” box. Some activities can be completed quickly while others may take longer.

Sign up for Summer Reading Club

Complete Now

Read a graphic novel

Complete Now

Press “Complete Activity” to confirm that you finished the activity.

Complete Activity



Sign up for Summer Reading Club

Complete Activity

Cancel

After you are finished, you will see a green message showing that your activity progress was saved. The completed activity will appear under the “Completed” section of the Mission Activities and show the date when it was completed. Activities that have not been completed will appear under the “In Progress” section of the Mission Activities and will still have a “Complete Now” button.