



# Registering for READSquared

Go to [dglibrary.org/src](http://dglibrary.org/src) or [dglibrary.readsquared.com](http://dglibrary.readsquared.com) to register and sign up.

## Registering for READSquared (First-Time User)

1. Register using the 'Register Now' link on the right side of the home screen

A screenshot of a login form titled "Login". It contains two input fields: "Username:" with a person icon and "Password:" with a lock icon. Below the fields is a "Login" button. At the bottom, there are two links: "Don't have an account? Register now" and "Did you forget your password? Get it by email".

2. Select 'myself' or 'myself and children.' Caregivers, you can have all of your children under one username or have your children sign up individually

### Registering yourself:

3. Select your age. The system will automatically assign you to the program for your age group. If you qualify for more than one age group, you will be asked to select your preferred program.

A screenshot of a "Program Selection" dialog box. It has a blue header with a close button. The main text says "We have several programs for your age. Please select which program you want to enroll in:". Below this is a dropdown menu currently showing "Adults (18+)". At the bottom right are "Cancel" and "Continue >" buttons.

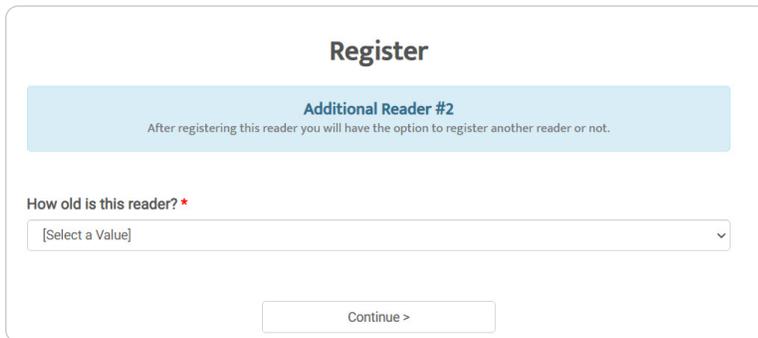
4. Fill out the required information, including a username and password. Passwords must be at least 4 characters long. Adults registering for the Adult program must live in Downers Grove. Select continue to be brought to your dashboard.

### Registering yourself and children

5. Select your age and the program you wish to sign up for. If you do not wish to sign up for the Adult program, you can choose to not actively log reading for yourself.

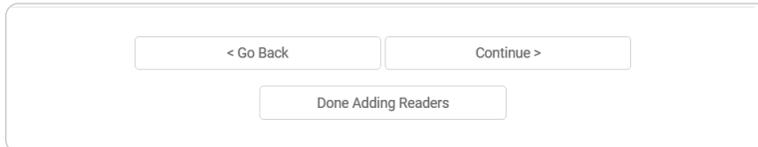
A screenshot of a "Register" form. It has a "Start Over" button in the top right. A pink banner reads "Primary Account Information" with the subtext "Additional reader accounts can be created after completing your registration". Below is a question "How old are you?\*" with a dropdown menu showing "19+ Years Old". At the bottom is another question "Do you want to log activity for yourself in the Adult program?" with radio buttons for "Yes" (selected) and "No".

6. Fill out the required information, including a username and password. Passwords must be at least 4 characters long. Select continue.
7. Select the age of the child you wish to sign up. If your child qualifies for more than one program, please select your preferred program.



The screenshot shows a 'Register' form with a light blue header. Below the header is a light blue box containing the text 'Additional Reader #2' and 'After registering this reader you will have the option to register another reader or not.' Below this is a dropdown menu labeled 'How old is this reader? \*' with the text '[Select a Value]' and a downward arrow. At the bottom of the form is a button labeled 'Continue >'.

8. Fill out the required information; a username and password is not required, unless you wish for that child to have their own
9. Select 'Continue' to add another child.
10. Select 'Done adding children' and you will be brought to your dashboard

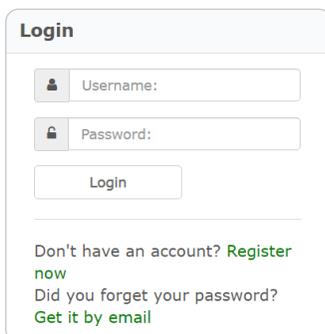


The screenshot shows three buttons: '< Go Back' on the left, 'Continue >' on the right, and 'Done Adding Readers' centered below them.

## Returning Users

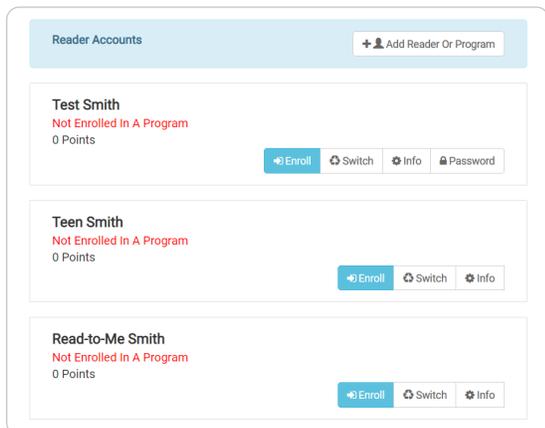
If you signed up with READsquared for a previous program you can use your same username and password.

1. Log in to the program using your username and password. If you have forgotten your password, select "Get it by email." If you are still having trouble, please contact the library for more help.

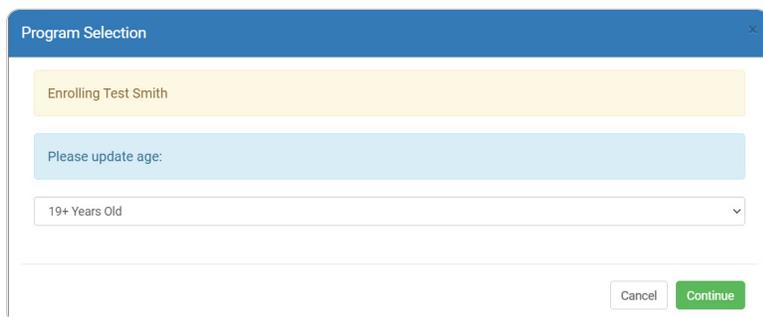


The screenshot shows a 'Login' form with a light gray header. Below the header are two input fields: 'Username:' with a person icon and 'Password:' with a lock icon. Below these is a button labeled 'Login'. At the bottom of the form are three links: 'Don't have an account? Register now', 'Did you forget your password? Get it by email', and 'Get it by email'.

2. After logging in you will see all accounts associated with your username. Select 'Enroll' for the first family member you wish to sign up.



3. READsquared will ask you to update the age of the participant and confirm the program you wish to sign them up for.

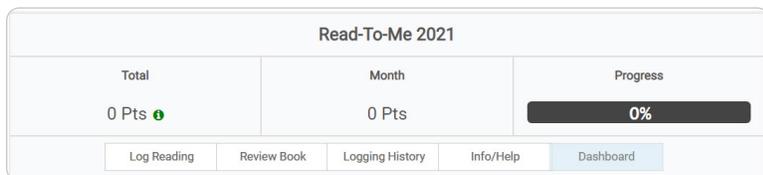


4. After enrolling all participants, update any registration information that has changed.
5. To start logging your reading, select the "Home" button in the top left corner.

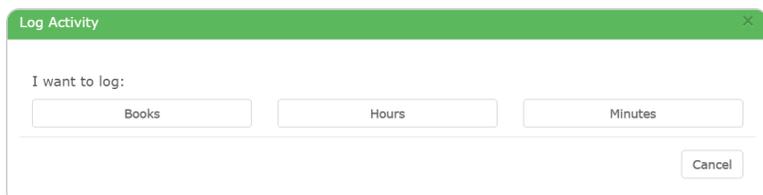
## Logging your reading on READsquared

### Single Account

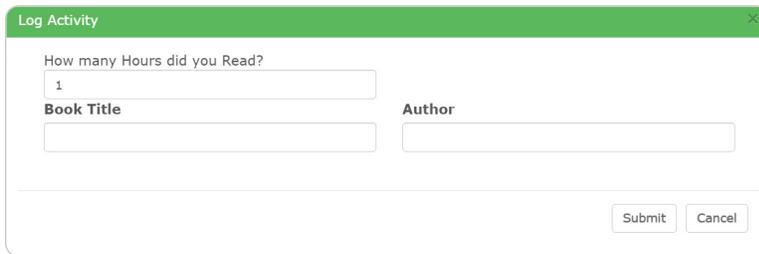
1. Select 'Log Reading' from your dashboard in the center of your screen



2. Choose whether you are logging books, hours or minutes (for the Read-to-me program you may only log books)



3. Enter the number of hours, books or minutes. Book title and author are optional. Select submit.



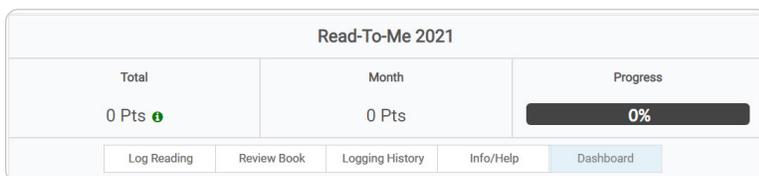
4. To add more hours, books, or minutes select 'Log Reading' from your dashboard again

## Family Accounts

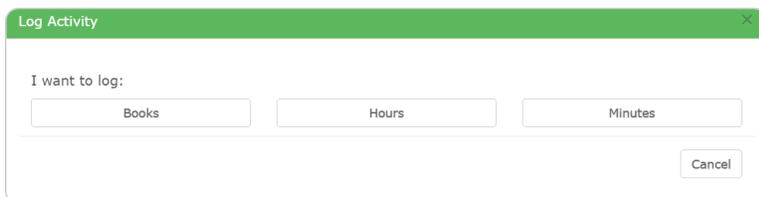
1. You can switch between family member's dashboards by using the drop down menu on the left-hand menu.



2. However, you can log reading for any family member by selecting 'Log Reading' from any dashboard



3. After selecting 'Log Reading,' choose whether you are logging books, hours or minutes (for the Read-to-me program you may only log books)



4. Enter the number of hours, books or minutes. Book title and author are optional.

5. Select the family members that these books, hours, or minutes apply to. When family members read the same books or amount of time you only have to enter it once. Select submit.

Log Activity

Number of Books Read  
1

Book Title  
Author

Select the readers who participated  
\*(if name not available, you cannot log the selected activity for the reader)

Select All

Test Smith  
Adults 2021 Reading Colors Your World

Teen Smith  
Teens 2021

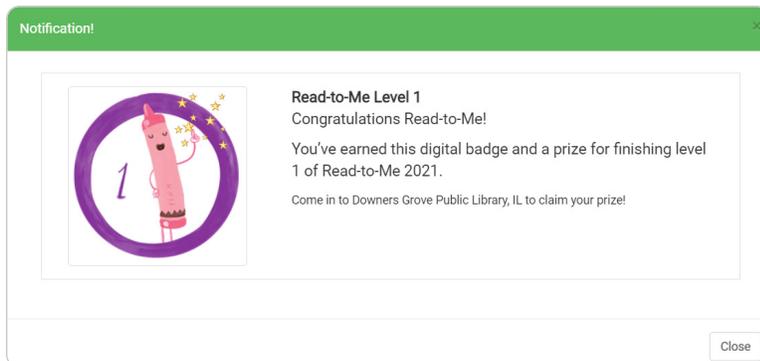
Read-to-Me Smith  
Read-to-Me 2021

Submit Cancel

6. To add more hours, books, or minutes select 'Log Reading' from your dashboard again

## Earning and Claiming Prizes

1. When you have logged enough reading to earn a prize, the system will alert you



2. Claim your prize by visiting the library. Prize pickup begins June 7th. After June 7th, you can pick up prizes individually as you earn them, or wait and pick up all your prizes together when you've finished the program.