

DIGITAL HELP GUIDES

HOW TO: Use the PDF Challenge Tracker

You can download and print the Aberdeen Reads Challenge Tracker and then fill in with pen or pencil. Or you can follow this guide to download a copy and fill it out on your computer or electronic device using Adobe Reader DC.

→ Go to www.aberdeencity.gov.uk/AberdeenReads



Challenge yourself this summer!

27 June to 29 August 2020

The challenge is open to everyone to challenge themselves to explore reading this summer. You can take part as an individual or as a group, so get family and friends involved and encourage each other to keep reading this summer!

What will it involve and how do I take part?

- There are 9 reading related challenges available to try; Places, Street Scenes, Titles, Be Creative, Eco-Friendly, Cover versions, Quizzes, Favourite Book and Favourite Place. They can be completed in any order, recording what you did in the challenge card.
- If you don't want to do all the challenges, why not use them as inspiration for what you're reading, logging them in the challenge card as you go. All kinds of reading count: Picture books, fiction, non-fiction, eBooks, audio books, newspapers articles – anything you like to read!
- Or you could do both!

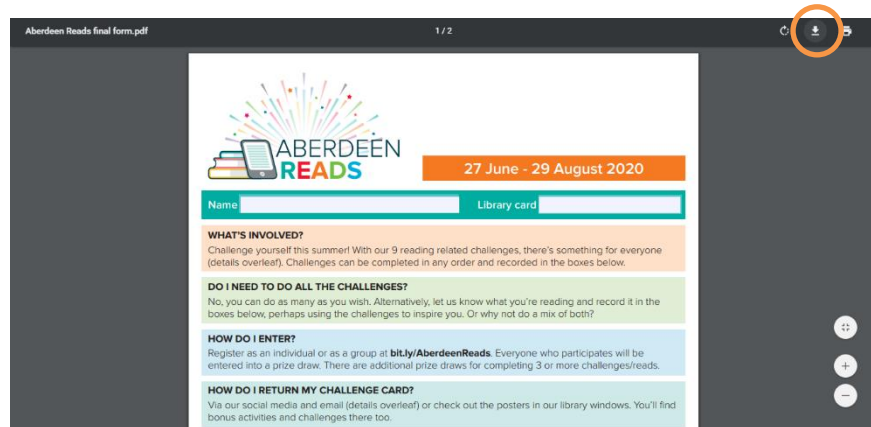
How do I enter?

- Register as an individual or as a group using the [online registration form](#)
- Everyone who participates will be entered into a prize draw. There are additional prize draws for those who complete 3 or more challenges/reads.
- Once you've registered, record your progress on the challenge card

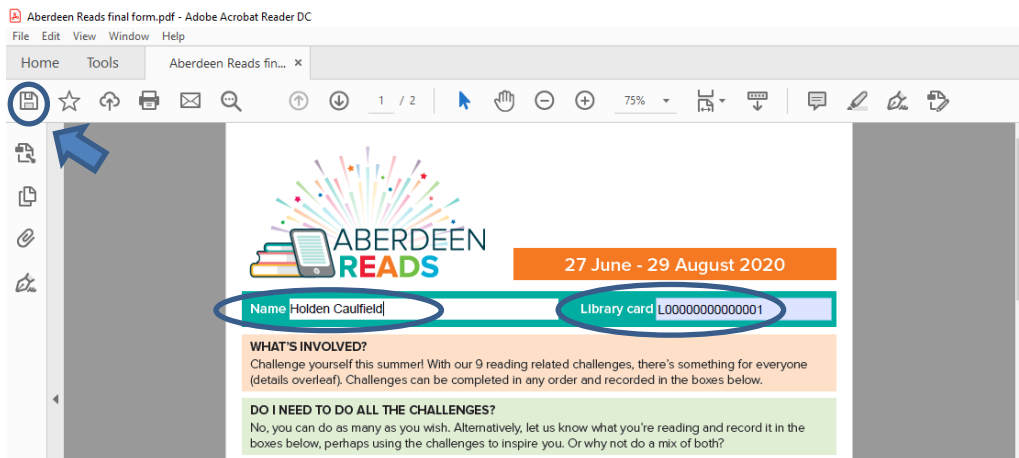
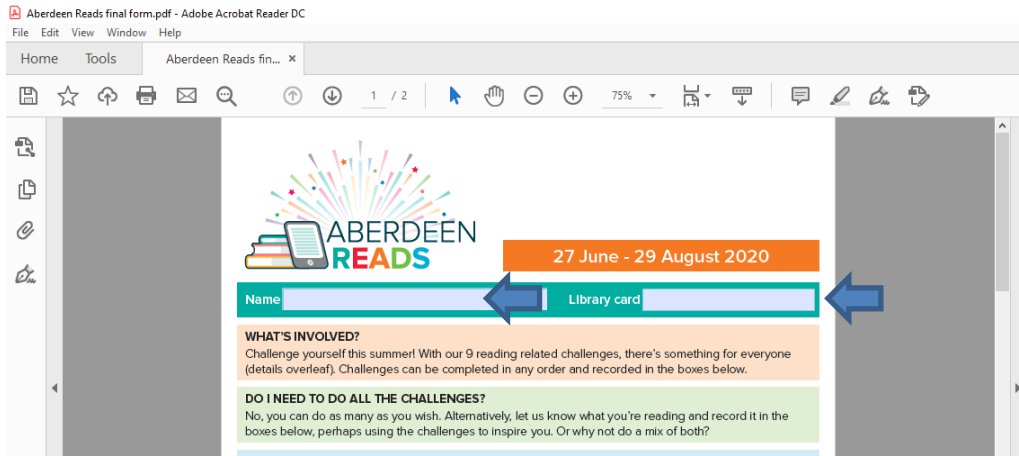


Click on the Challenge Card to download

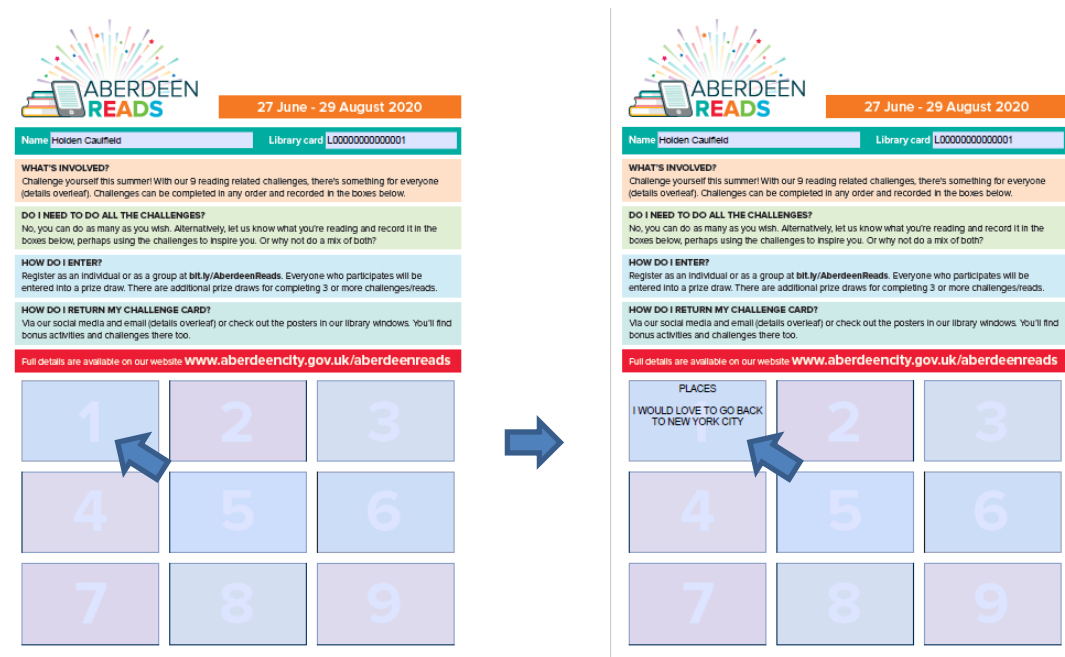
→ If it doesn't download directly you will come to a page like this. Click on the arrow in the top corner.



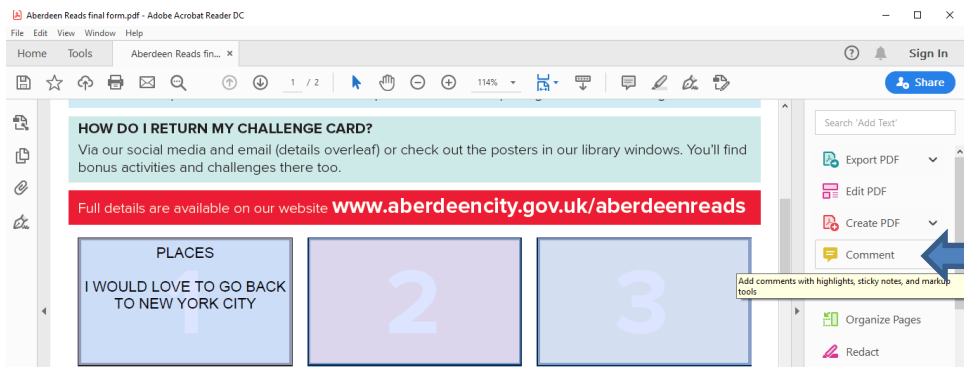
- Open the guide in Adobe Reader DC. Enter your name and library card number in the blank fields and then save the document by clicking on the icon in the top left hand corner.



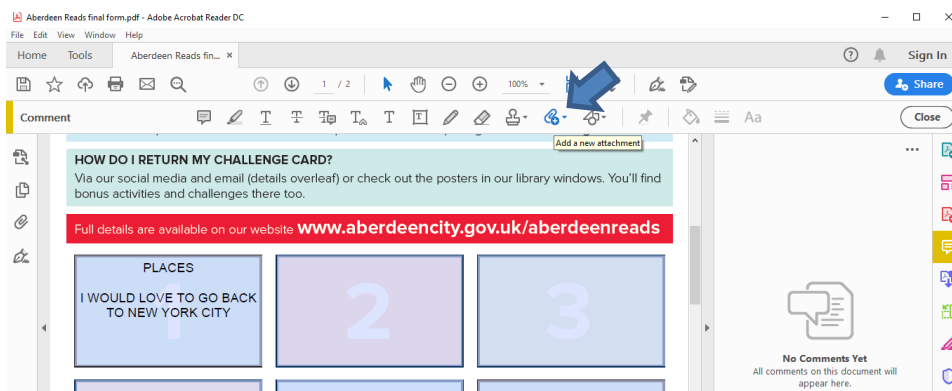
→ To record your progress with the reading challenges, hover over one of the nine boxes and click and you will now be able to type and edit that box



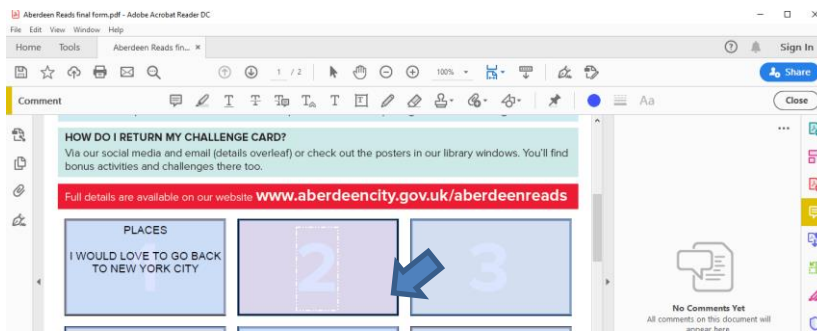
→ To add a photo or picture to your challenge record, select the “comment” function on the right-hand task bar



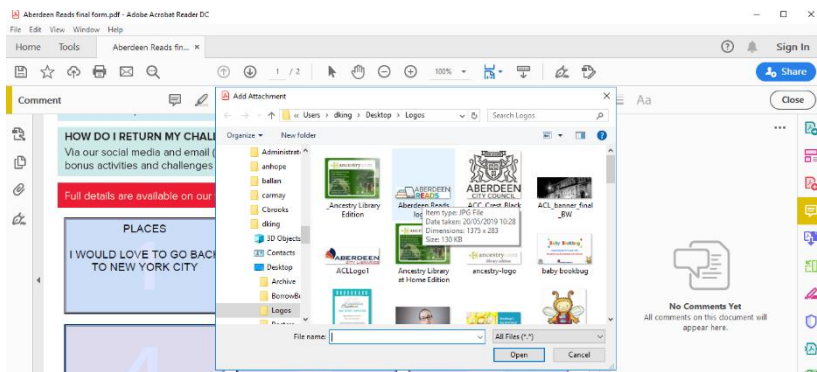
→ Click the “Add a new attachment” button on the taskbar



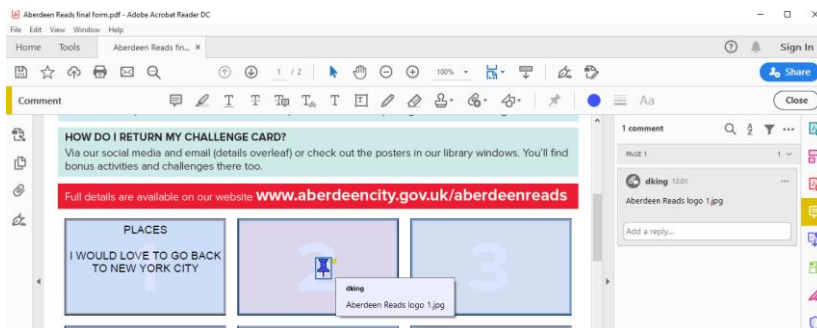
→ Select the box you wish to add the attachment to.



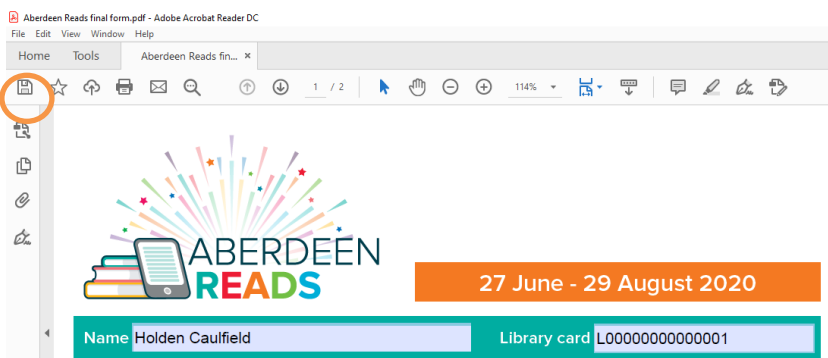
→ Select the file you wish to attach from your browser



→ The file is now attached and can be opened by double clicking the pin



→ Save your changes by clicking on the save icon at the top

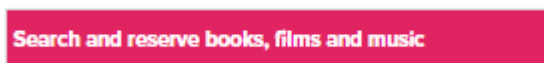


- To share your progress, email the updated Challenge Card to LearningDevelopment@aberdeencity.gov.uk or post to our [Facebook](#) or [Twitter](#) accounts using the Hashtag #AberdeenReads

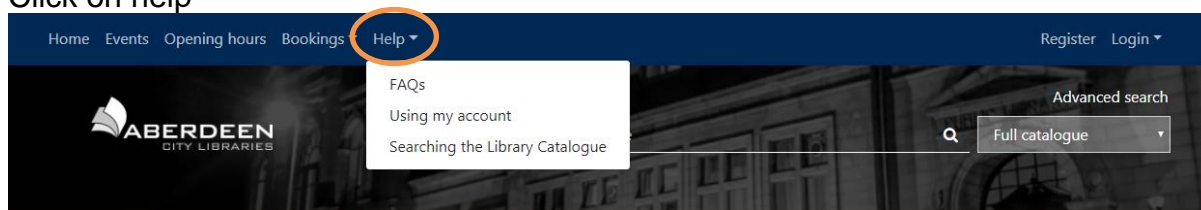
HOW TO: Use the library catalogue

Whether you want to find titles and/or reserve books for a challenge, or want to know how to add a book review to the catalogue, the help section on the catalogue has guidance to help you.

- Go to www.aberdeencity.gov.uk/library
- Click on search and reserve books, films and music



- Click on help



- For search tips go to “Searching the Library catalogue”
- For adding a review go to “FAQs”
- “Using my account” has details to help you manage your account including what to do if you have forgotten your PIN number.