

BookGuide & Scanner Instructions

1



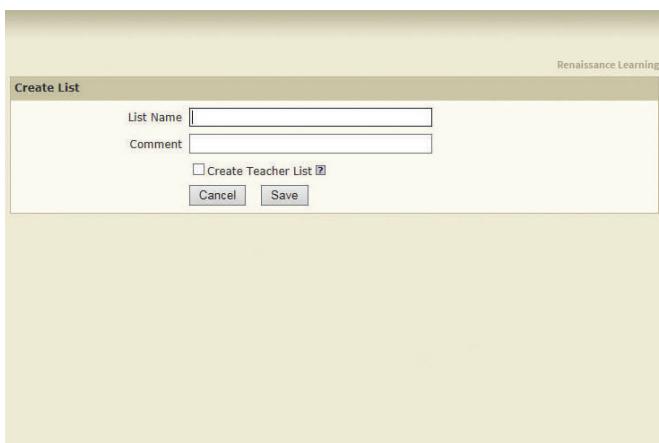
2



Click on Create List.

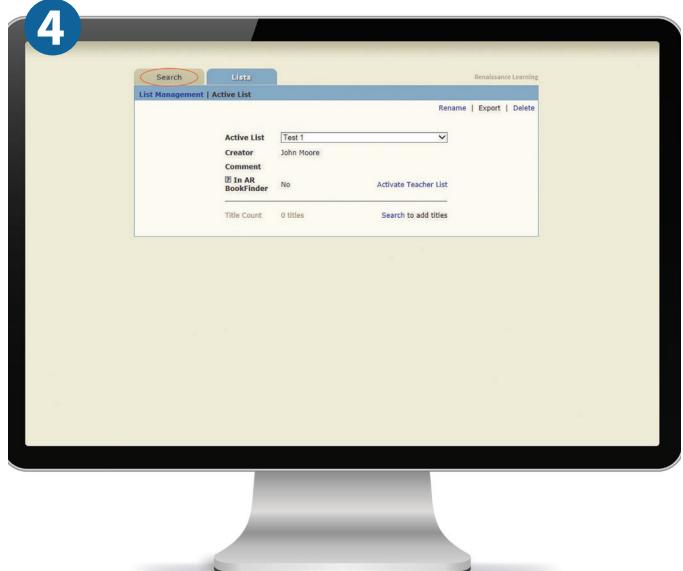
Log on to www.arbookguide.co.uk with your username and password. Click on List Management.

3



Give your list a name.

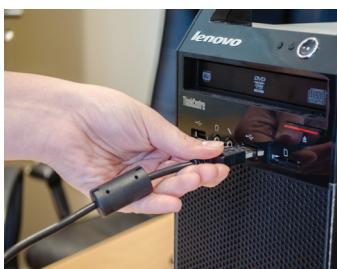
4



Click on Search to add titles.

5

5A



5B

Select	Book	RP	RV	LS	VP	Title	Author	Quiz No.	Show More Details	Interest Level	Book Level	Points	On List
<input type="checkbox"/>	N	RP	LS	VP		The BFG	Dahl, Roald	Quiz No. 200160	EN Fiction	MY	4.8	6.0	

To search using a scanner, plug your scanner in with the USB connection. Use the drop down menu to choose ISBN, place your cursor in the search box then scan your book.

5C



6

6

Select	Book	RP	RV	LS	VP	Title	Author	Quiz No.	Show More Details	Interest Level	Book Level	Points	On List
<input type="checkbox"/>	Y	RP	LS	VP		The BFG	Dahl, Roald	Quiz No. 200160	EN Fiction	MY	4.8	6.0	

If the book details appear, then there is a quiz for that book.

7

7

Select	Book	RP	RV	LS	VP	Title	Author	Quiz No.	Show More Details	Interest Level	Book Level	Points	On List
<input type="checkbox"/>	N	RP	LS	VP		The BFG	Dahl, Roald	Quiz No. 200160	EN Fiction	MY	4.8	6.0	

Alternatively, search by typing the book title in the search box then click Search.

8

8

Select	Book	RP	RV	LS	VP	Title	Author	Quiz No.	Show More Details	Interest Level	Book Level	Points	On List
<input checked="" type="checkbox"/>	N	RP	LS	VP		The BFG	Dahl, Roald	Quiz No. 200160	EN Fiction	MY	4.8	6.0	

Tick the Select box on the left, then click Add Selected Title to List.

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9

Select	Book	RP	RV	LS	VP	Title	Author	Quiz No.	Show More Details	Interest Level	Book Level	Points	On List
<input checked="" type="checkbox"/>	N	RP	LS	VP		The BFG	Dahl, Roald	Quiz No. 200160	EN Fiction	MY	4.8	6.0	★

When the book details go blue, this means the book has successfully been added to your list. To add in multiple copies, click on the title.

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Details

The BFG
Dahl, Roald

Quiz No. 200160 EN

Luckily for Sophie, the BFG (Big Friendly Giant) who carries her off is nothing like his giant neighbours, but they are heading for England and she must stop them.

We have... RP RV LS VP

Book Location Name Essex SLS Copies **2**

Book Level 4.8
Points 6.0
Word Count 37568
Book Type Fiction
Interest Level Middle Years (MY)
Custom Field 1 -- Not Assigned --
Custom Field 2 -- Not Assigned --
Call Number

Topic-Subtopic Award Winners/Nominees-Children's Book Award; Horror/Thriller-Giants; What Kids Are Reading, 2014-Year 3; 20 Most Read Books by High-Achieving Pupil; What Kids Are Reading, 2015-Year 3; 20 Most Read Books by High-Achieving Pupil; What Kids Are Reading, 2016-Year 3; 20 Most Read Books by High-Achieving Pupil;

Book Series Not part of a series

Publisher ISBN Year Published Pages
Penguin Books 0-14-031597-7 1982 208
Penguin Books 978-0-14-031597-4 1982 208
Penguin Books 978-0-14-132262-9 2007
Penguin Books 0-14-132262-4 2007
Puffin 978-0-14-132263-8 2011

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Search Lists

Quick Search | Advanced Search

Contains... Starts with... Exact phrase...
Title Search
Titles per page 20

Your search for "Contains" the bfg generated 1 result.

Create List **View List** **Print Results**

Mark have... RP LS RV VP Book

Test 1 Add Selected Titles to List

Add All Results to List Page 1 of 1

Search Results

Select	Book	RP	RV	LS	VP	Title	Author	Quiz No.	Interest Level	Book Level	Points	On List
<input type="checkbox"/>	N	RP	RV	LS	VP	The BFG	Dahl, Roald	Quiz No. 200160 EN Fiction	MY	4.8	6.0	

Continue searching and adding your titles. Once you have finished, click View List.

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Search Lists

Renaissance Learning UK

List Management | Active List

Rename | Export | Delete

Active List Test 1
Creator Louise Sapsford
Comment
In AR BookFinder No
Title Count 1 title
Search to add titles

Reports: Book List | Book Labels

Mark have... RP LS RV VP Book

Remove from List

Page 1 of 1

Legend Test 1

Select	Book	RP	RV	LS	VP	Title	Author	Quiz No.	Show More Details	Interest Level	Book Level	Points
<input checked="" type="checkbox"/>	Y	RP	RV	LS	VP	The BFG	Dahl, Roald	Quiz No. 200160 EN Fiction	Back to top	MY	4.8	6.0

Before generating your labels, you will need to let the system know that you would like labels for every title you have added to the list. Tick the Select box to the left of the titles and once all titles are selected, click on the Book option above the titles.
Repeat this step for each page

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Search Lists

Renaissance Learning

List Management | Active List

Rename | Export | Delete

Active List Test 1
Creator John Moore
Comment
In AR BookFinder No
Title Count 1 title
Search to add titles

Reports: Book List | Book Labels

Mark have... RP LS RV VP Book

Remove from List

Page 1 of 1

Legend Test 1

Select	Book	RP	RV	LS	VP	Title	Author	Quiz No.	Show More Details	Interest Level	Book Level	Points
<input type="checkbox"/>	N	RP	RV	LS	VP	The BFG	Dahl, Roald	Quiz No. 200160 EN Fiction	Back to top	MY	4.8	6.0

To view your book list in a PDF format, click on Book List.

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Book List Report

List Test 1
Report Title Test 1

Format The optional fields
 Book covers
 ISBNs
 Book descriptions
 Custom fields

Sort Title
 Author's last name
 Quiz number
 Book Level

Adobe Reader is required to view reports. Get it free at [www.adobe.com](#)

Cancel View Report

Sort accordingly, alphabetically by title or author, quiz number or book level.

[Return to Active List](#)

TitleList_NoOptionalFields

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AR™ BookGuide
Test 1

Page 1 of 1

Tuesday, 10 May 2016, 11:12:14 AM

Renaissance Learning UK

Sorted by: Title

Title	Author	Quiz Number	IL	Word Count	Book RP	RV	LS	VP
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To generate your labels, click Return to Active List in the top left hand corner, and then click on the book labels.

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Book Label Report

List

Number of Labels Number of labels to print per title:
 Match the number of books owned per title

Sort Quiz Number
 Title
 Author Last Name
 Book Level
 Points

Label Information Show points
 Show Interest level
 Show book level

Laser Labels Start in label position:

1	9	17
2	10	18
3	11	19
4	12	20
5	13	21
6	14	22
7	15	23
8	16	24

Adobe Reader is required to view reports. Get it free at www.adobe.com

You will then be able to customise how you print your labels. To generate your duplicate labels, select Match the number of books owned per title and then select your school name in the drop down box. You can then choose to sort your labels by Author Last Name or Title. Click View Report and your labels will generate to a PDF document.

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Quiz No 200160
The BFG

Dahl, Roald
B.L.: 4.8
Points: 6.0

MY

Quiz No 200160
The BFG

Dahl, Roald
B.L.: 4.8
Points: 6.0

MY

Home Help Manual Log Out

You can then print your labels straight to the Avery L7159 label paper.

General enquiries: +44 (0)20 7184 4000

support@renlearn.co.uk