

STORYBOXHUB

User Guide for ELCs

Welcome to StoryBox!

StoryBox is designed to inspire creativity, curiosity, and learning through our rich collection of stories, video tutorials and educational resources. StoryBox can be accessed on any device - smart board, laptop, iPad, or phone - making it perfect for use in the classroom, library, or at home.

This User Guide will help you navigate and maximize your experience with the platform, ensuring you get the most from every feature.



CONNECT. ENGAGE. INSPIRE. EDUCATE.

Information for the Account Holder

The Account Holder is the main contact responsible for an Early Learning Centre subscription.

As the Account Holder, you can:

- Locate and update the Viewer Login username and password
- Update contact details
- View usage statistics
- Check the start and end date of your subscription
- Manage closed caption default settings
- Allow viewers control of playlists
- Add and loop playlists

IMPORTANT! 
Never use the same password for both roles to prevent viewers from accessing account settings.

Information for Viewers

The Viewer Login can be given out to staff members and families at your Early Learning Centre to enable them to watch stories at home using their own device. The Viewer Login is multi-user and is the same for everyone in your centre's community.

As the viewer, you can:

- Access the StoryBox app and website using the Viewer Login username and password
- Use all key features of the StoryBox app and website

Key features of your subscription

Below is a list of our key, and most-commonly used features. The links below will take you to our website with instructions on how to use each feature.



Closed captions:

How do I turn on captions?

<https://storyboxhub.com/faqs/37>



Playlists:

How do I use playlists?

<https://storyboxhub.com/faqs/15>



Downloadable App:

How do I download the StoryBox app?

<https://storyboxhub.com/faqs/80>



Auslan Series:

Searching for titles in our Auslan series

Click on the link below and use the options on the left-hand side to search for stories via filters including age group, length or theme.

[StoryBox Hub | Search Results](#)



Airplay and casting:

How do I Airplay or cast StoryBox stories to my TV?

<https://storyboxhub.com/faqs/50>



StoryBox resources:

Where to find the resources

<https://storyboxhub.com/resources>

Key features only available to the Account Holder

For privacy and security reasons there are some features that are only available to the Account Holder, these are listed below:



How do I access viewing statistics?

<https://storyboxhub.com/faqs/22>



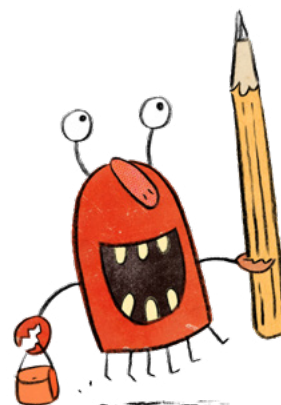
How do I hide stories?

<https://storyboxhub.com/faqs/75>

To report a technical issue please submit your information [here](#).



If you need further assistance, contact our technical support team [here](#).

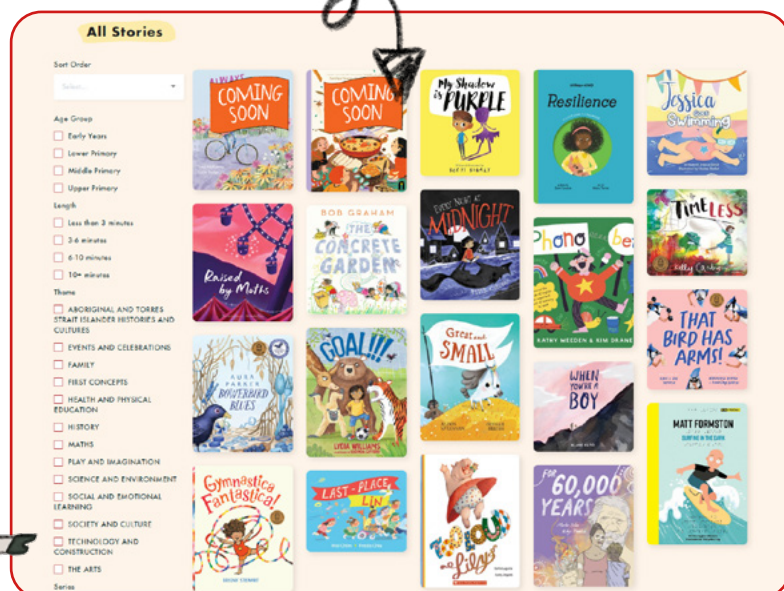
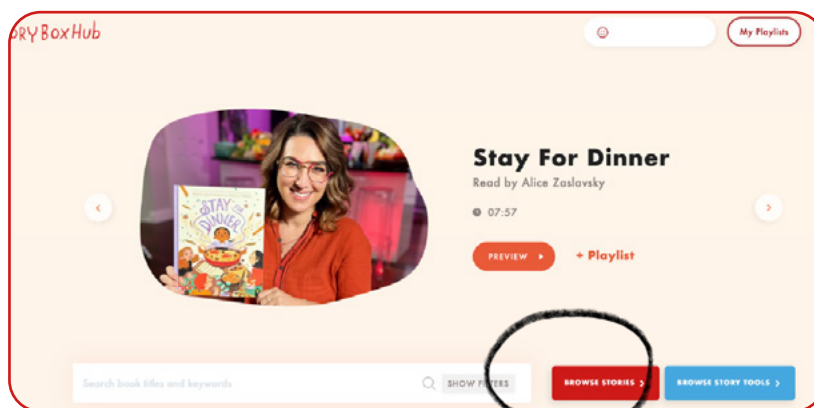


Accessing Content

Your subscription gives you access to StoryBox Library and our Resource Hub. To access these areas, refer to the below:

To access StoryBox Library:

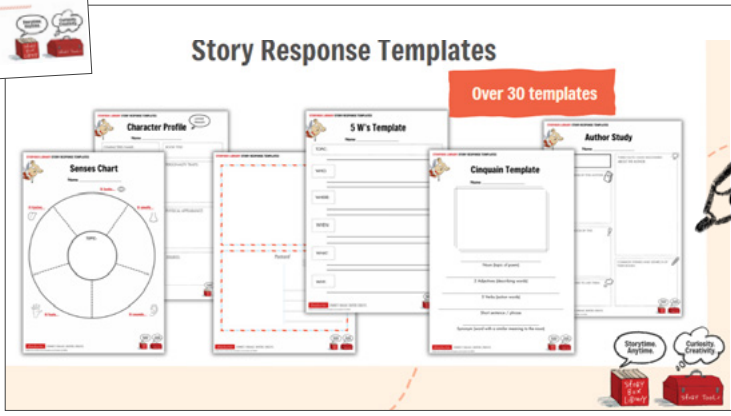
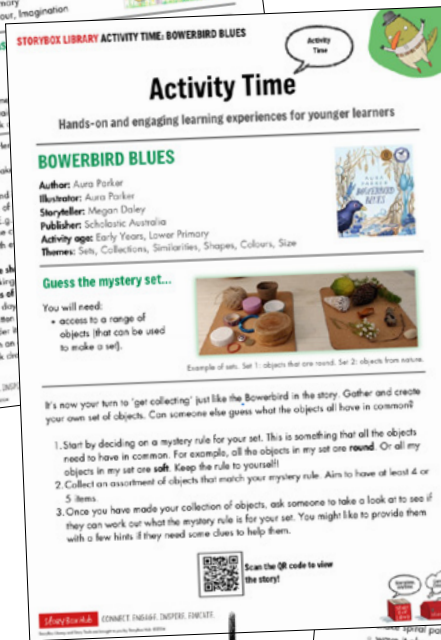
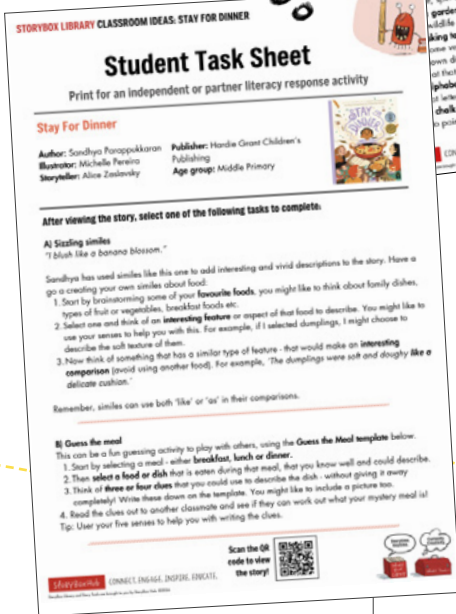
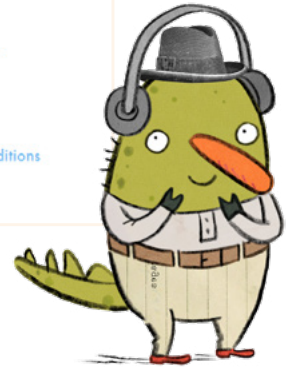
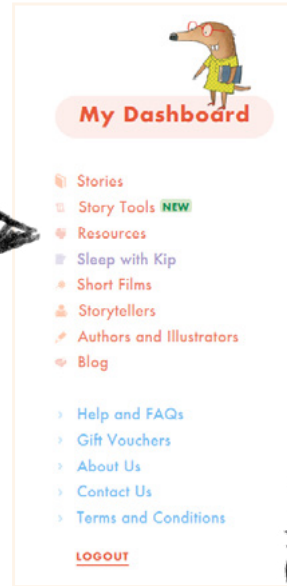
1. Sign in using your ELC credentials (that is, your Viewer Login) to access stories.
2. Select the **Browse Stories** tab (in red).



3. This page will appear and you can now search and explore your favourite reads by filters including: age group, story length, theme, series, author/illustrator, storyteller, awards, reading challenges and publisher.

To access our Resources Hub:

1. Sign in to StoryBox Hub and access your dashboard on the right-hand side.
2. Select **Resources**.
3. You are now in the Resource Hub and can view:
 - Classroom Ideas
 - Activity Time
 - Story Response Templates
 - Professional Developments / Events
 - Promotional Materials



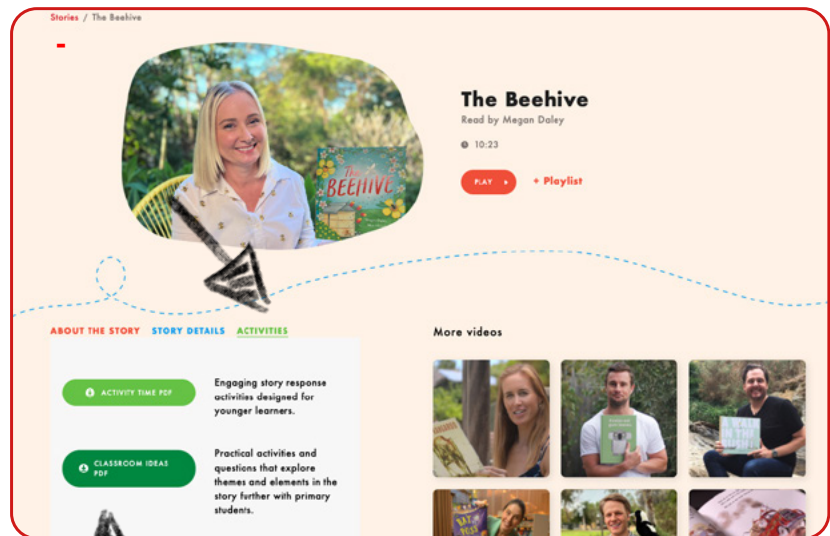
To access Activity Time:

Our downloadable Activity Time ideas are designed to help students explore and understand their emotions in a safe, supportive environment.

You can access these fun resources in several ways:

OPTION ONE

1. Sign in using your ELC credentials (that is, your Viewer Login).
2. Select **Browse Stories**.
3. Select the story you wish to view then click on the **Activities** heading tab (in green).

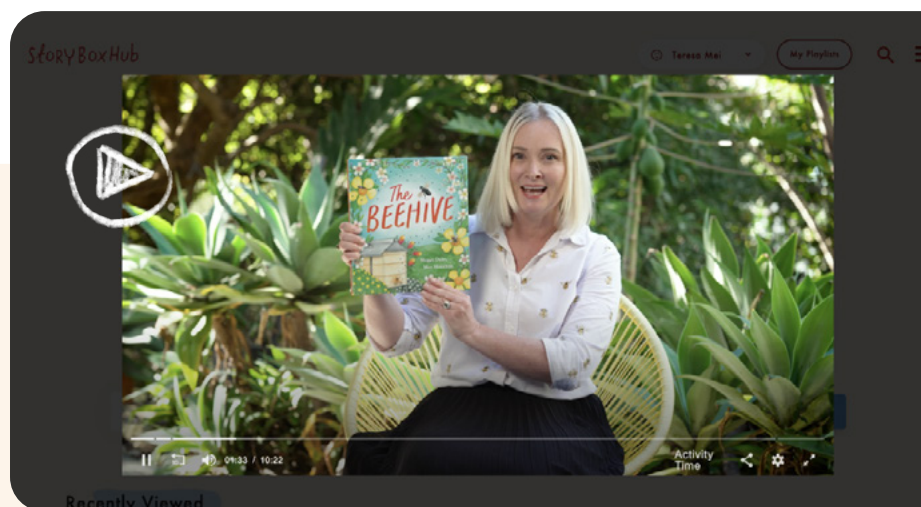


4. You can now click on the **Activity Time** or **Classroom Ideas** PDFs to view and then download.



OPTION TWO

1. Sign in using your ELC credentials (that is, your Viewer Login).
2. Select **Browse Stories**.
3. Select the story you wish to view and start watching it.
4. On the bottom of the screen will be an **Activity Time** heading. Click on this and it will take you to the website page where you can view and download the **Activity Time** and **Classroom Ideas** PDFs.

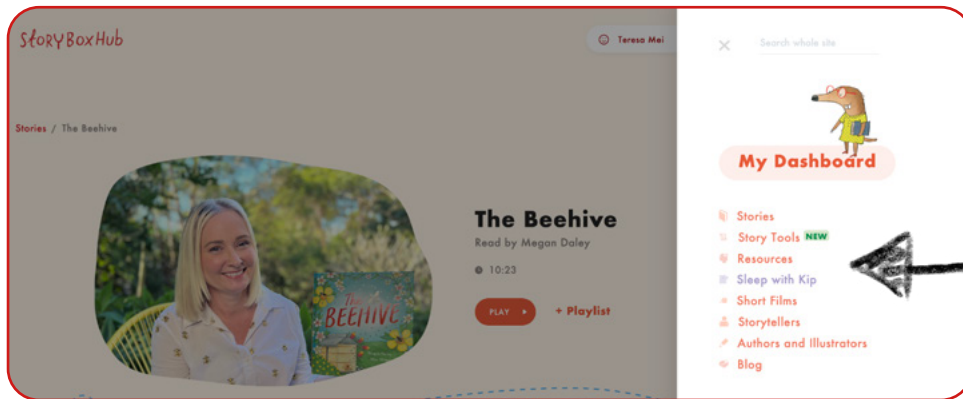


To access Activity Time:

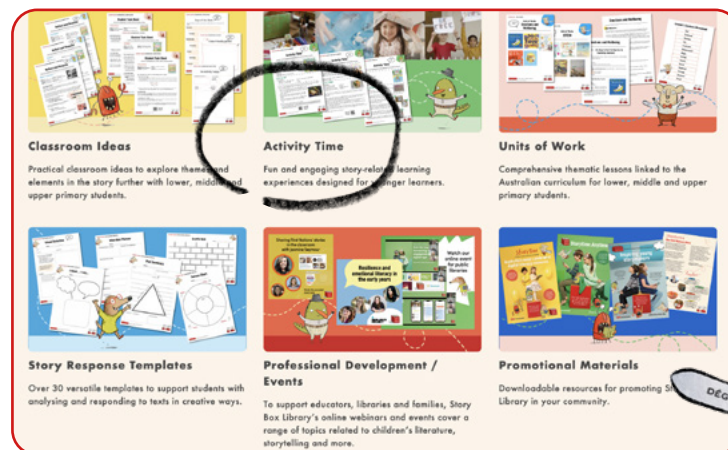
OPTION THREE

To search Activity Time via Activity Type, follow the below steps:

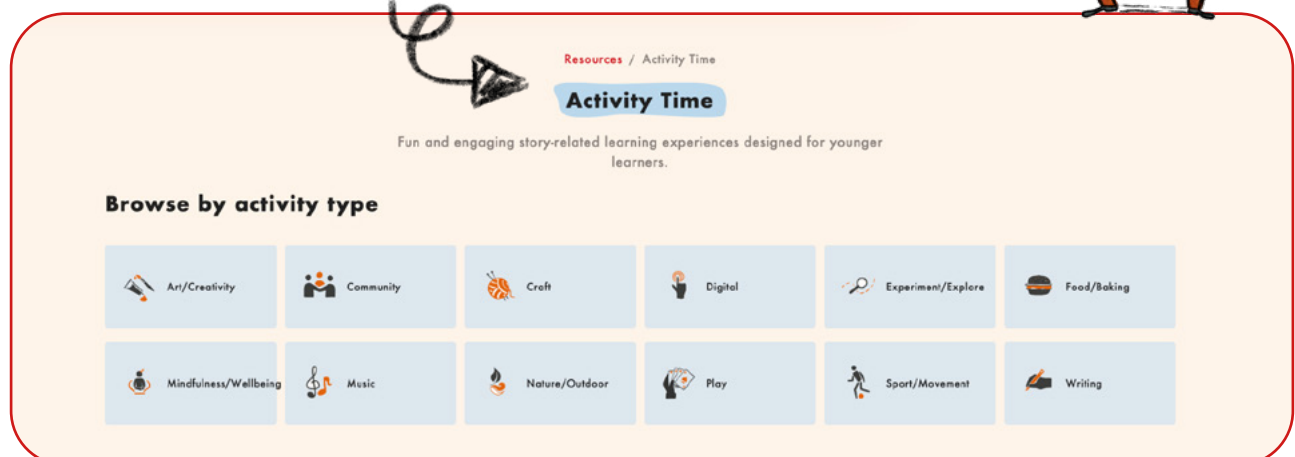
1. Sign in using your ELC credentials (that is, your Viewer Login).
2. Select **Resources** from the dashboard (right-hand side).



3. Select **Activity Time** from the icons that appear.



4. The below page will appear with search filters:



* This is a useful way to locate activity time activities that suit your planning needs, and brings the fun into your learning space!

To access Activity Time:

OPTION FOUR

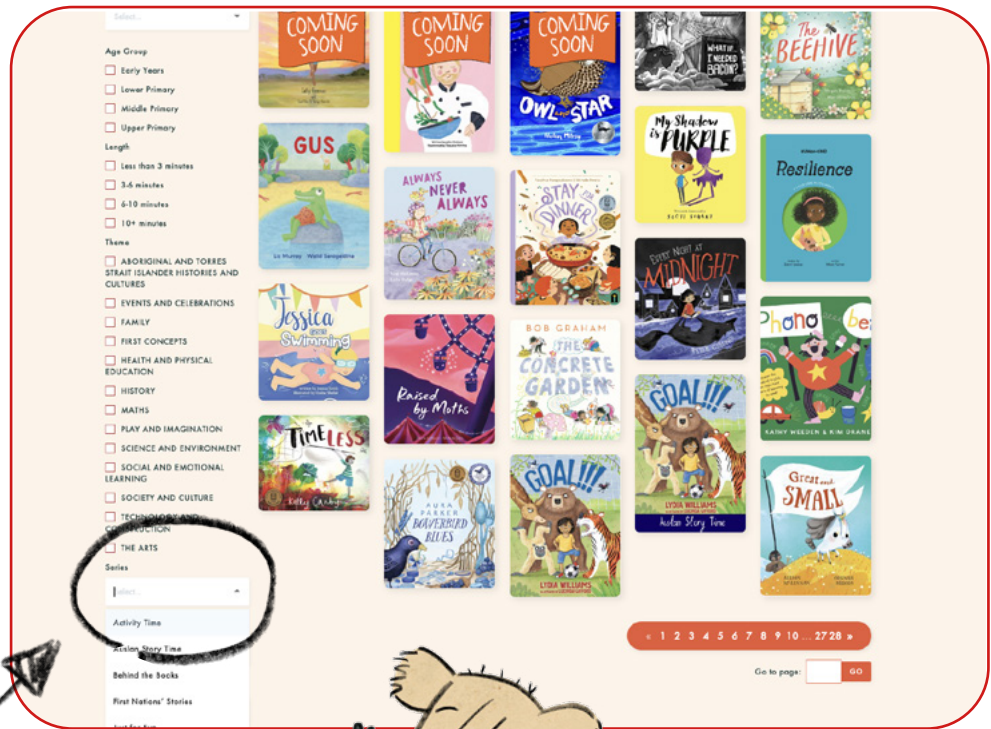
To search Activity Time via Activity Type, follow the below steps:

1. Sign in using your ELC credentials (that is, your Viewer Login).
2. Select **Browse Stories**.

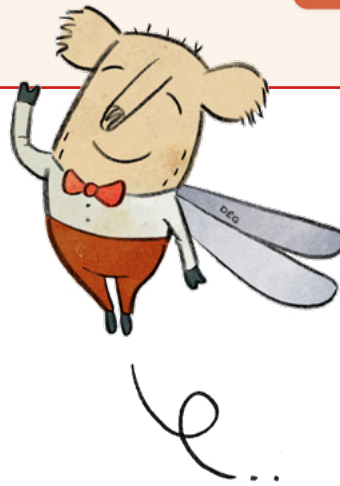
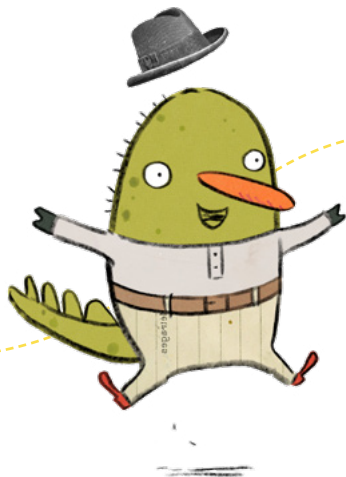


3. Scroll down until you see the search filters on the left-hand side and select **Series**. A drop down menu will appear.

4. Select Activity Time



5. Go ahead and explore hundreds of Activity Times to share with your young learners!




A closer look at Activity Time

StoryBox Library's extensive and fun collection supports all areas of the Early Years Learning Framework V2.0.



STORYBOX LIBRARY ACTIVITY TIME: THE BEEHIVE


Activity Time 

Activity Time

Hands-on and engaging learning experiences for younger learners

The Beehive

Author: Megan Daley
Illustrator: Max Hamilton
Storyteller: Megan Daley
Publisher: Walker Books Australia
Themes: Bees, Beehives, Habitats, Sustainability, Nature, Environment
Activity age: All ages (with adult help)




Build a bee hotel

You will need:

- bamboo sticks or large paper straws
- string, tape or rubber bands
- secateurs or pruning shears (for adult use)
- scissors


You too can help native bees thrive by creating this nifty bee hotel. Follow the instructions below to make a simple bee bundle construction out of bamboo sticks or even paper straws.

1. Make a bundle of bamboo sticks or large paper straws - or even twigs. You will need an adult to help you cut each bamboo stick so they are a similar length. They can use secateurs or pruning shears to do this.
2. One person will need to hold the bundle tightly and another person can then secure it together with tape, string or rubber bands.
3. Securely fix the bundle to a stable position with shelter. Make sure that it is sitting firmly so that it won't easily wobble or swing.




Online resources to explore beehives and bees further:

- Junior Landcare Bee Resources: <https://juniorlandcare.org.au/educator-hub/bee-resources/>
- The Beehive Teacher Notes: www.walkerbooks.com.au/wp-content/uploads/resource/The-Beehive-Teachers-Notes-pages.pdf



Scan the QR code to view the story!

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Book details including theme and activity age



Materials required for your Activity Time



Simple, easy-to-understand instructions



Further reading and resources, where applicable



QR code to the story read



Frequently Asked Questions

Explore some FAQs below or contact us directly for support.

How to hide/block stories:

<https://storyboxhub.com/faqs/75>

How to change my password:

<https://storyboxhub.com/faqs/59>

How to change playback speed:

<https://storyboxhub.com/faqs/67>

How to report an issue:

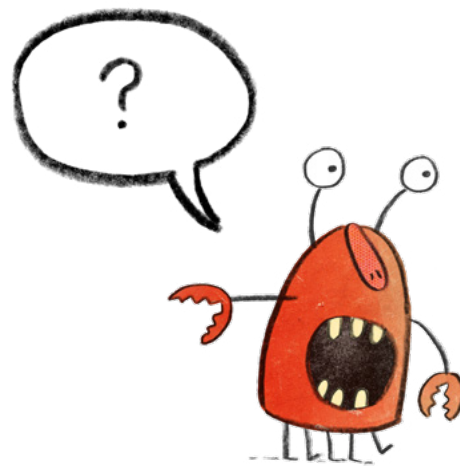
<https://storyboxhub.com/report-an-issue>

Troubleshooting tips:

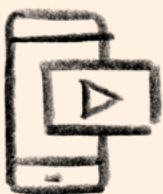
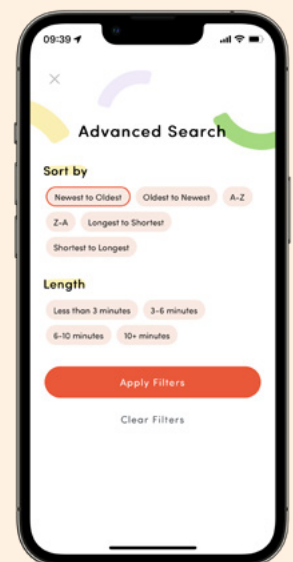
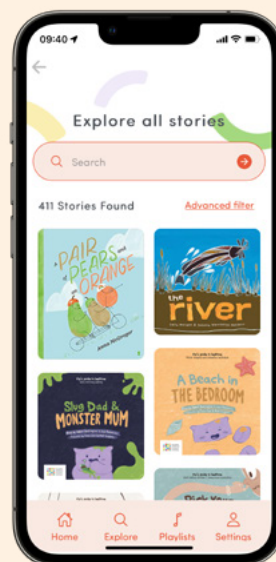
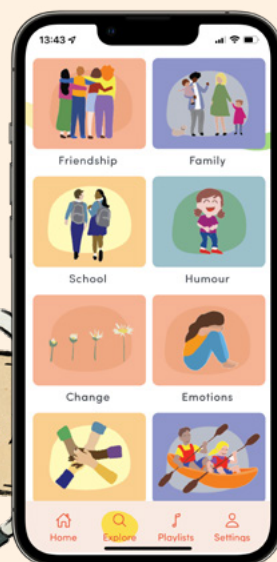
<https://storyboxhub.com/faqs/51>

How do I contact the Support Team?

[Email the Support Team here](#)



Download the StoryBox App Today!



Free to download onto Apple and Android devices, your StoryBox Library app makes digital learning accessible anytime, anywhere!



It's Storytime. Anytime, Anywhere!

Enjoying and sharing stories within your community is now easier than ever.

Sharing logins with your families

StoryBox is a literacy resource designed to be used in your learning space and outside of classroom hours via our at-home access.

- * Share your ELC Viewer Login details with your parents and carers so they can access the platform at home using their own device.



Contact

We're committed to delivering a positive experience to our users by delivering high-quality, fun and educational digital content designed to enhance language and literacy skills through storytelling and creativity.

We hope this User Guide has covered your questions and helps you navigate the features and functions of StoryBox.

[For further technical support or guidance, please contact our team here.](#)



Keeping your learning community engaged with StoryBox!

Stay up to date on new story releases and upcoming events.

[Sign up to the StoryBox newsletter here.](#)

TIP!

Use this letter to promote StoryBox in your community newsletter!

Storytime.
Anytime.



storyboxhub.com