

STEP 1: Activating Your TaskStream Account

To begin, go to www.taskstream.com. Click on the Create or Renew Account link on the left.

You will use Option 2. Enter your TaskStream key code and click "Continue".

Step 1 : Activate Subscription

First select the type of subscription

Create a new TaskStream subscription

Renew my TaskStream subscription

Convert my guest account to paid subscription

Then select a subscription option

← OR →

Option 1: Credit card purchase (I do not have a key code)

⚠ You will need a credit card to purchase/renew a subscription.

Continue

Option 2: I have a TaskStream key code

Enter your TaskStream key code

-

Continue

A key code activates an account that is associated with a unique organization, program, or textbook.

💡 **Note:** You will need to obtain a TaskStream keycode from your organization

After you have completed Step 1, the TaskStream portfolio administrator will give you access to the UTTC Teacher Education portfolio template. That will be Step 2.

Remember, in TaskStream --- **students** are called "**authors**" and **faculty** are called "**evaluators**".