



**ELON**  
UNIVERSITY

School of  
Education

# Instructions for Resetting Your Password

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November 20, 2019

# Click Forgot Login?

Welcome to Taskstream by Watermark

Sign In

Sign In

[Forgot Login?](#)

[Create/Renew Account](#)

[Get Help](#)

# Login Assistance

- Enter your last name and your username.
- Your username is your full Elon email address.
- Click Email Username & Password Reset

## Login Assistance

Please enter your last name along with your Taskstream username or Student ID in the fields below to be sent a password reset link along with your username or to view your password hint.

Last name:

And enter either...

Student ID:


- or -

E-mail:

- or -

Username:

[Email Username & Password Reset](#) [View Password Hint](#)

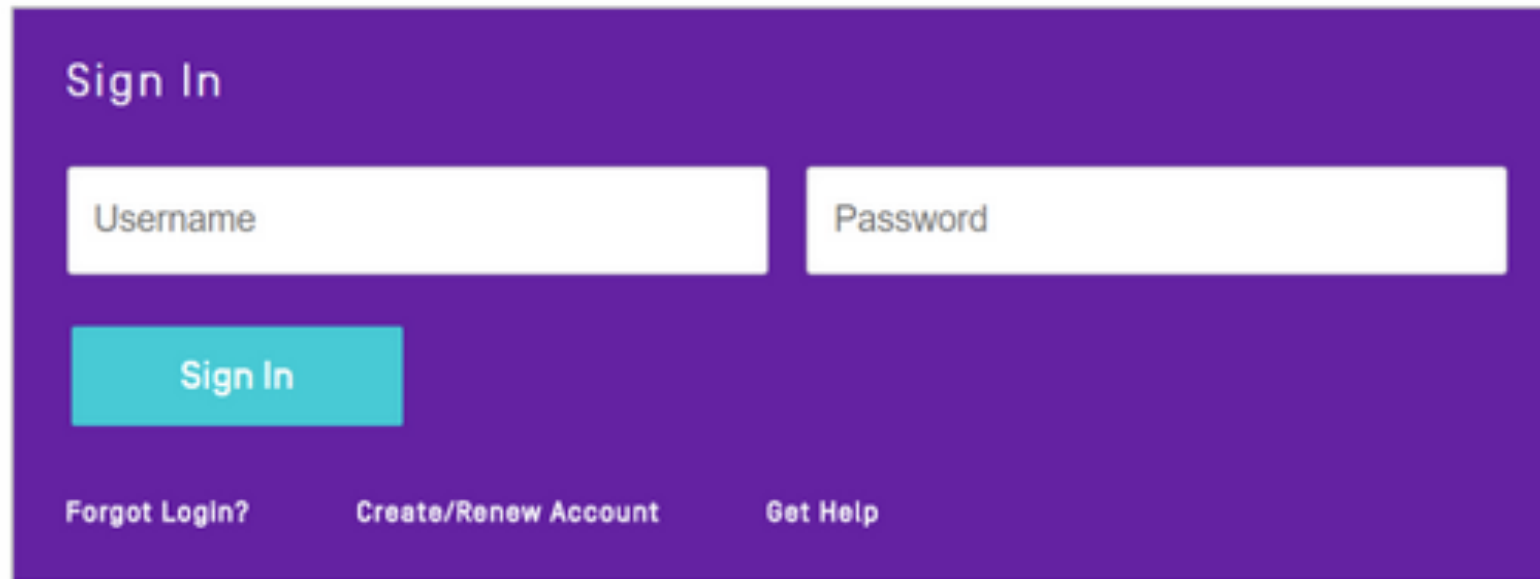
 **Important:** To make sure that you get Taskstream emails, examine your mail options and check for 'spam' blocking software.

If possible, add notification@taskstream.com to your address book.

# Accessing Taskstream

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To begin, go to [login.taskstream.com](http://login.taskstream.com) and log in using your assigned username and password.

A screenshot of the Taskstream login page. The page has a purple background. At the top left, the text "Sign In" is displayed in white. Below this, there are two white input fields: "Username" on the left and "Password" on the right. Underneath the "Username" field is a teal button with the text "Sign In" in white. At the bottom of the page, there are three white links: "Forgot Login?", "Create/Renew Account", and "Get Help".

Sign In

Username Password

Sign In

[Forgot Login?](#) [Create/Renew Account](#) [Get Help](#)

# Initiate Your Directed Response Folio (DRF)

The screenshot displays the 'Evaluate a program' interface in Taskstream. The top navigation bar includes the Taskstream logo and various menu items: FOLIOS & WEB PAGES, LESSONS, UNITS & RUBRICS, STANDARDS, COMMUNICATIONS, RESOURCES, TS COORDINATOR, SYSTEM ADMIN, and ANALYTICS. User options like 'Elon Manager', 'My Account', 'Logout', 'IM', 'Help', and 'Elon University' are also present.

The main content area is titled 'Evaluate a program' and features tabs for 'Author', 'Reviewer', 'Evaluator', and 'Evaluation Manager'. A 'CUSTOMIZE DISPLAY' button is located below these tabs. A filter bar shows 'ALL ITEMS' with 'EVALUATION REQUIRED 14' and 'AWAITING RELEASE! 14' indicators.

Four DRF PROGRAM cards are displayed in a grid:

- 2019-20 Early Childhood Education**: This card is highlighted with a red border. It shows 'Evaluation Required' and 'Awaiting Release' counts of 0, and a 'Reports' link.
- 2019-20 Elementary Education**: Shows 'Evaluation Required' and 'Awaiting Release' counts of 0, and a 'Reports' link.
- 2019-20 Secondary Education and K-12 Licensure Programs**: Shows 'Evaluation Required' count of 0.
- 2019-20 Senior Methods and Student Teaching**: Shows 'Evaluation Required' count of 0.

The right sidebar contains a 'Search for Items' section with a search box and a 'Go' button. Below it are 'My Links' (Messages, Announcements, Add a Link) and 'My Folders' (Recently Edited Items, Recently Deleted Items, DEMO, ILCP, Create a New Folder). A 'Need Assistance?' link is at the bottom.

# HELP appears at the top right of every page.

The screenshot displays the Taskstream interface. At the top, a purple navigation bar contains the Taskstream logo and various menu items: FOLIOS & WEB PAGES, LESSONS, UNITS & RUBRICS, STANDARDS, COMMUNICATIONS, RESOURCES, TS COORDINATOR, SYSTEM ADMIN, and ANALYTICS. On the far right of this bar, the text 'Elon University' is visible, and the 'Help' link is highlighted with a red square. Below the navigation bar, the main content area is titled 'Evaluate a program'. It features a filter bar with tabs for 'Author', 'Reviewer', 'Evaluator', and 'Evaluation Manager', along with a 'CUSTOMIZE DISPLAY' button. A summary bar shows 'ALL ITEMS' with 'EVALUATION REQUIRED 1+' and 'AWAITING RELEASE 1+'. The main content is organized into a grid of four 'DRF PROGRAM' cards. Each card displays a 'DRF' icon, the program name, and counts for 'Evaluation Required' and 'Awaiting Release'. The right sidebar contains sections for 'Search for Items', 'My Links' (with links for Messages, Announcements, and Add a Link), 'My Folders' (with folders for Recently Edited Items, Recently Deleted Items, DEMO, and ILCP), and 'Need Assistance?'.

Other  
Questions?



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