

California State University, Sacramento  
Subscription to TaskStream: E-portfolio Tool

- Prior to the Orientation students should subscribe to TaskStream and obtain a Username and Password. We will access and learn about TaskStream during Orientation so it is essential to be prepared with your TaskStream account in hand (username & password).
- To subscribe to TaskStream, go to URL Address: [www.taskstream.com](http://www.taskstream.com), click on “create or renew account,” (follow self-explanatory steps for subscribing to California State University, Sacramento, College of Education.)
- Subscription rates and recommendations:
  - Cost of the subscription is \$42 for one year; this should be selected for a two semester credential program.
  - Cost of the subscription is \$69 for a two year; this should be selected for a three semester credential program.
  - Tips for selecting Username and Password:
    - In creating a login and password, create a login and password that you will not forget.
      - For your login try to use your full name and add a number, if needed, such as the year 2012 before or after your name ie. markrodriguez2012
      - For your password use a combination of numbers and letters. I use the first three letters of peoples names that are easy to remember such as lraydeb1, or use the first letters of a word in a phrase, such as IwtgtRi2014, which stands for “I want to go to Rome in 2014.”
- If you need further assistance to obtain subscription you can watch a short video that runs through the subscription process <http://www.screencast.com/t/mXFBtr53luko>, or you can e-mail [rodrigue@csus.edu](mailto:rodrigue@csus.edu), or you can call TaskStream at 1-800-311-5656.