Self-Enrollment Instructions

Open a web browser (Internet Explorer, Mozilla Firefox, Safari, etc.)

1. In the Address field or Location bar - type in the following URL: <u>https://login.taskstream.com/signon/</u>

3. Type in the Username and Password and click **SIGN IN**

Please sign into your account.
Username
Password
SIGN IN
SIGN IN

4. Find the Self-Enrollment Area. Click the Enter Code button.



5. Enter Your Code

Enter the program code specified below in the appropriate field, and then click the Search button.

	Your Program Code is	
Self Enrol	ment	
Home » Self Enrolln	nent	

Directions: To self-enroll into a program, enter your program code below. Program codes are created by your institution. If you do not have your code, please contact your instructor or the Taskstream Coordinator at your Institution.	
Enter program code: SEARCH	

You will be able to review the program information that corresponds to the code that you entered. To be enrolled in the program, click the Enroll button. If you do not wish to be enrolled in the program at this time, click the Cancel - Do Not Enroll button.

If this is the correct program, click the 'Enroll' button to complete the enrollment process.			
Program: Dual Program: Multiple Subject Mild/Moderate DRF used in program: Preliminary Template Program Status: Active Program Description:	CANCEL - DO NOT ENROLL ENROLL		

Note: If you enroll yourself into an inactive program, the program will not show up on your home page until the Program Manager activates the program.