TaskStream: Create a New Subscription

Click on create account to begin.

STEP 1 - ACTIVATE SUBSCRIPTION

- Create a new Taskstream subscription
- Renew my Taskstream subscription
- Convert my guest account to paid subscription

Click on Create a new TaskStream subscription

Then select a subscription option

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.

STEP 2 OF 7 - GENERAL INFORMATION

You have successfully started the registration process. Please read information below and click 'Continue'.

Please select the category that best describes you.

Category that best describes you:
- I am participating in a COLLEGE/UNIVERSITY program that requires Taskstream (student, faculty, etc.)
- I am a K-12 educator who wants to use Taskstream independently (teacher, administrator, etc.)
- Neither of the above categories describes me.

Continue

Follow the above steps and click Continue.

**STEP 3 OF 7 - PERSONAL INFORMATION**

Please complete each of the fields below. If you are creating a new account you will need to create a username and password (remember to write these down so you don’t forget). All fields are required.

**Organizational Information**

- **Program:** Teacher Preparation Program
- **Group:** Student

**Subscription Information**

- **Subscription Rate:**
  - ⭕ 1 Semester - 5 Months ($25) – Today to 2/15/2014
  - ⭕ 1 yr. account ($42) – Today to 9/15/2014
  - ⭕ 2 yr. account ($69) – Today to 9/15/2015
  - ⭕ 3 yr. account ($91) – Today to 9/15/2016
  - ⭕ 4 yr. account ($105) – Today to 9/15/2017
  - ⭕ 5 yr. account ($119) – Today to 9/15/2018
  - ⭕ 6 yr. account ($129) – Today to 9/15/2019

You can subscribe for any length of time.

**Select Tool Packs (optional)**

- **Tool Options:** In addition to receiving the Taskstream Tool Pack, you can select from the following additional modules (for no extra cost):
  - Teaching Productivity Tool Pack
    - Recommended for K-12 teachers, college/university faculty members and students enrolled in Education courses. This tool pack includes:
      - Lesson Builder (lesson planning tool)
      - Unit Builder (unit planning tool)
      - Rubric Wizard
      - Standards, formats and content related to teaching and education

- **Yes, add the Teaching Productivity Tool Pack**
- **No, do not add the Teaching Productivity Tool Pack**
Enabling the Teacher Productivity Tool Pack is a requirement to submit lesson plans to your instructors. Click **Yes**, there is no extra fee.

This will place you in the correct DRF within TaskStream which will allow you to submit your Signature Assignments.

Make sure you click **I accept the end-user agreement** and **Continue**.

You have successfully created a subscription for TaskStream which is required to submit lesson plans and Signature Assignments for many of the courses you will take in
Rio Salado College’s Educator Preparation Program. *If you failed to enroll in a specific program ex. elementary (which includes early childhood), secondary, special education, dance, fine arts, dramatic arts follow the steps below to complete this step.

Once your subscription is active, log into TaskStream with your new username and password. From your home page in the lower left-hand corner should be an **Enter Code** button you will click on.

### Enter Your Code

Identify your program code from the list below and then click the **Search** button:

The program codes are as follows:

- **Elementary Certification Program:** [RSCELM]
- **Secondary Certified Program:** [RSCSEC]
- **Special Education Certification Program:** [RSCSPED]
- **Dance Certification Program:** [RSCDANCE]
- **Dramatic Arts Certification Program:** [RSCDRAMA]
- **Fine Arts Certification Program:** [RSCART]
- **Music Certification Program:** [RSCMUSIC]
Once you enter in your program code you will see the page below:

Make sure to review the certification program information that corresponds to the code that you entered. If this is the correct certification program; click the **Enroll** button.

This will give you access to your specific certification program to submit your Signature Assignment.