

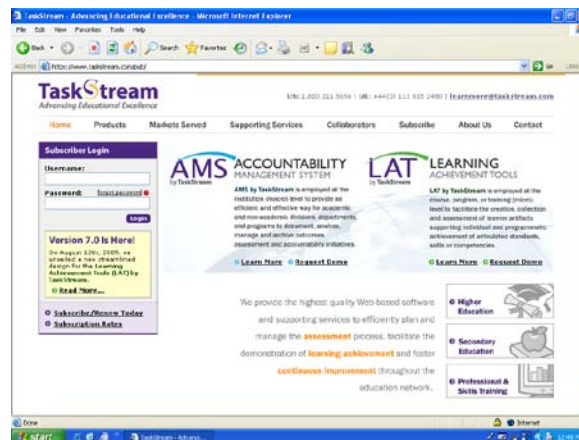
# TaskStream Instructions for ALL Students Enrolled in Special Education Coursework at George Mason University

## **Phase 2 of 3 for Student/Authors – Self Enrolling into the Special Education Portfolio (This phase will only need to be completed ONCE!)**

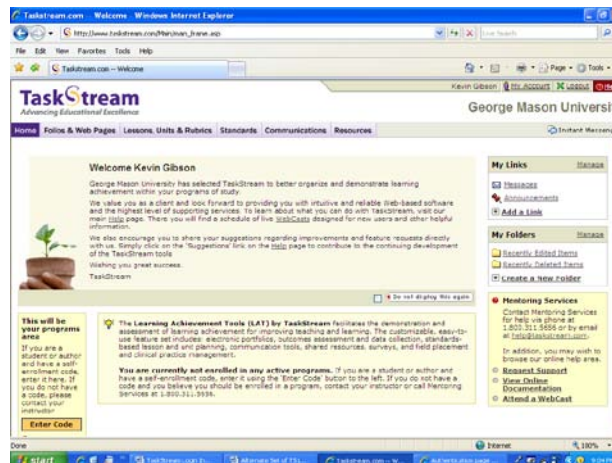
Please note: The Special Education Portfolio in TaskStream is where all the Special Education courses are listed and where you will upload your required assignments and submit them to your instructor for evaluation. YOU MUST SELF ENROLL AFTER YOU LOGIN FOR THE FIRST TIME!

**HINT: This is where you'll find the key code you need!  
Keep reading!**

1. Go to [www.taskstream.com](http://www.taskstream.com) and login to your TaskStream account.

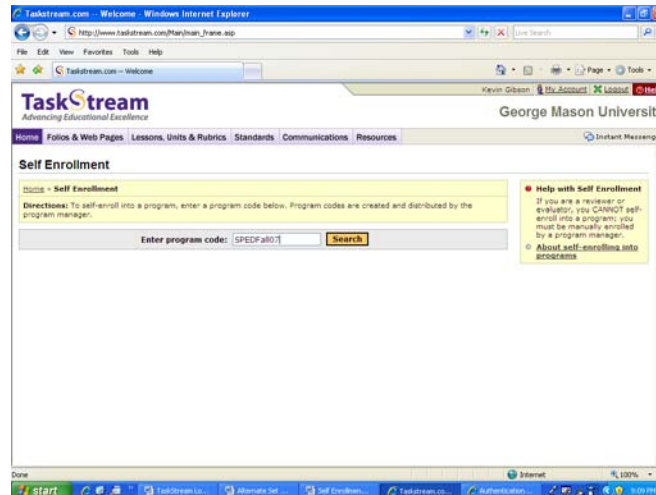


2. You will enter the welcome screen and should see your name at the top. At the bottom left of the screen, click on the yellow **Enter Code** button.

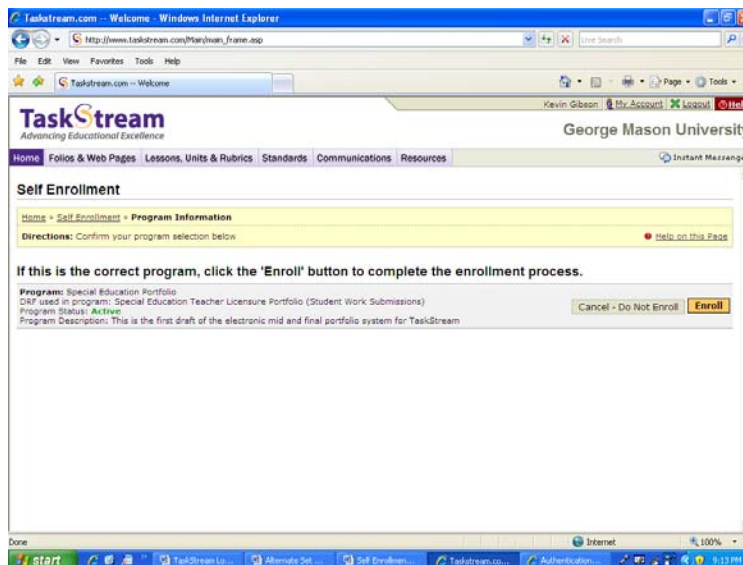


3. Enter the program code in the appropriate field: **SPEDFall07** and click the yellow **Search** button.

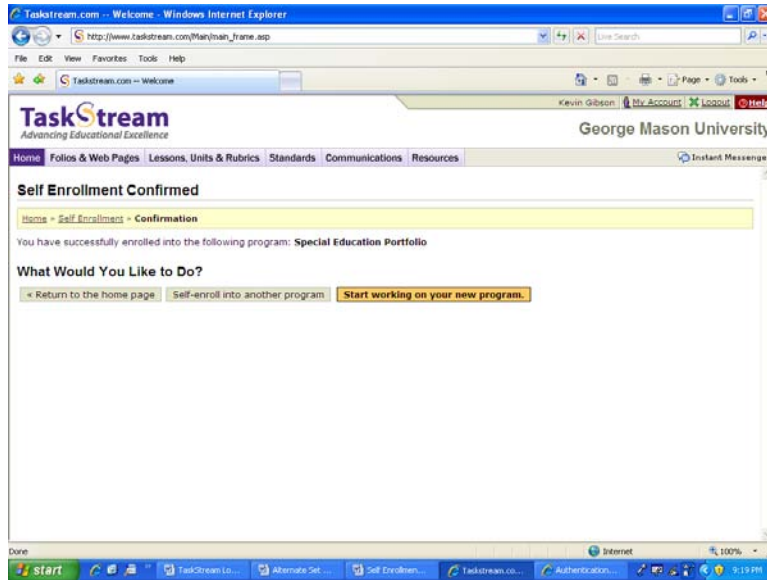
**Please note: Do NOT attempt to change or update the program code with more current semester information!! The “Fall07” date in the code above is only indicative of the inception of the Special Education Portfolio in TaskStream, NOT of the semester you are self enrolling.**



4. You should see the Special Education Portfolio listed and will be asked to click the yellow **Enroll** button to complete the process:



5. You will receive notification that you have successfully enrolled into the Special Education Portfolio. Click on the yellow **Start working on your new program** button.



**Please proceed now to Phase 3 of 3 – The Quick Start Guide for Student/Authors for step by step instructions on uploading and submitting your artifact(s) to your instructor(s) for evaluation.**