

# Taskstream

## Supervisor - Troubleshooting and FAQs

### ❖ ACCESS

Taskstream does NOT integrate with any of the Buffalo State student information systems. We recommend that you set up your Taskstream account with the same login and password as your Buffalo state credentials, however if your Buffalo State credentials change, your Taskstream credentials will NOT be automatically updated.

### ❖ ACCOUNT EXPIRATION

Faculty accounts do not expire, however if you find that your account is inactive, please contact the Taskstream Coordinator (info below).

### ❖ DON'T SEE YOUR PROGRAM?

If you do not see the TEU program(s) that you supervise, please contact the Taskstream Coordinator (info below).

### ❖ CAN'T FIND A STUDENT?

If you cannot find the student you are supervising in Taskstream, it is likely you are not looking in the correct program. There are separate Taskstream programs for each major, i.e. Childhood, Early Childhood, Childhood + Early Childhood, etc. Check each program and if you still cannot find your student teacher, please contact the Taskstream Coordinator (info below).

### ❖ NAVIGATION

To return to the home page (landing page), click the Buffalo State icon in the upper left corner of the screen (circled above). **Do not use the back-arrow in your browser.**

### ❖ TECHNICAL PROBLEMS & QUESTIONS

should be directed to:

**Your academic department or the Teacher Education Unit at [schoolofed@buffalostate.edu](mailto:schoolofed@buffalostate.edu)**

**For some issues, you can also contact Taskstream directly at 1-800-311-5656 or Taskstream Online Support**