Taskstream

Instructor - 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 need, please contact the Taskstream Coordinator (info below).

❖ **CAN'T FIND A STUDENT?**
There are usually two reasons an instructor cannot find a student:
1. The student has not submitted the work.
2. You are looking in the wrong Taskstream program. Students are only enrolled in the programs of their current major (and majors of previous degrees). Try searching for the student in another program.

❖ **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:
Shannon Budin
gormlese@buffalostate.edu
For some issues, you can also
at:1-800-311-5656 or Taskstream Online Support