Submitting the Professional Dispositions Self-Survey in Taskstream
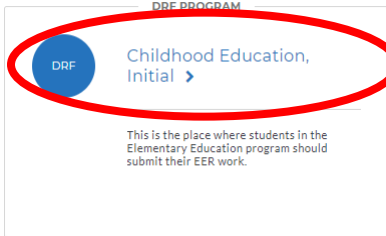
1. Login to Taskstream (https://login.taskstream.com/signon/) or find the link in your MyBuffState "Toolbox."
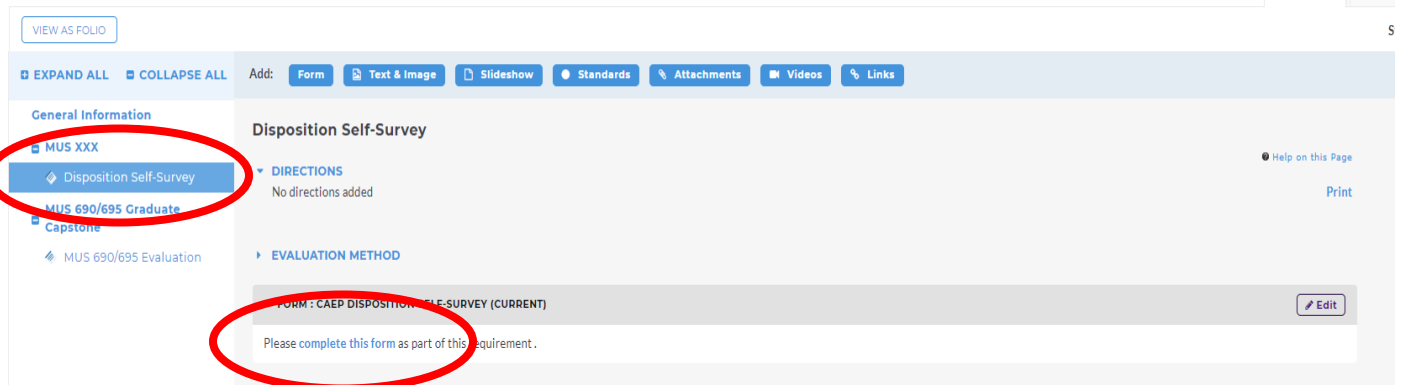

2. Click on your program (i.e. "BME,CTE,FACS and Tech Ed, Advanced"). If you do not see this link, please contact Shannon Budin (gormlese@buffalostate.edu).

3. Taskstream assignments are listed on the left side of the screen. In many cases the Dispositions Self-Survey is included in another Taskstream assignment. Or, it may be listed separately under your course heading. When you click on a requirement, look for the "Complete this form" link in the middle of the page (see below).

4. Once the form is completed, click **SAVE AND RETURN**

5. Then click **SUBMIT WORK** .

   DO NOT FORGET TO CLICK **SUBMIT WORK** !
   You will be asked to select your instructor. Your form has not been submitted until you select your instructor and click "Submit to Evaluator."