Taskstream Login Instructions

1. If you already have an account, follow the instructions below.
   a. If you do not yet have an account, please contact Tracey Birr in the Education Office (125 HAB; tbirr@csbsju.edu)

2. Go to: https://login.taskstream.com/signon/, and click on “taskstream”

3. Sign in using your user name and password
   a. Your user name should be the same as your CSBSJU email address.
      i. If you do not have a user name and password, please see Tracey Birr in the Education Office (125 HAB; tbirr@csbsju.edu)
   b. If you cannot remember your password, select “Forgot Login?”, and follow the instructions to reset your password.
   c. Note that the password reset information will go to your CSBSJU email address, and it might go to your SPAM mailbox.
4. Once you log in, you may be prompted to enter demographic information.

   a. Please answer all questions accurately.

   b. If the questions are already answered, please ensure none of your responses have changed or are left blank. You will be prompted at least yearly to check your demographic responses.