

Purchasing/Activating your Taskstream Subscription

Open a web browser (Internet Explorer, Mozilla Firefox, Safari, etc.)

1. In the Address field or Location bar of the browser - type in the following URL:
<http://www.taskstream.com>
2. You should now see Taskstream's homepage.
3. At the top of the screen, click **Create/Renew Account** to go to the registration page.



4. Choose the option that applies to you. First time subscribers should choose the "Create a new Taskstream subscription" option.
5. To purchase by credit card, use **Option 1**.
6. Click the appropriate **Continue** button to proceed. Follow the directions on the resulting forms to complete the subscription purchase or activation process.
7. *Please ensure that a valid email address has been entered so that Taskstream can send your Taskstream username and password to you. All email addresses are confidential and will not be made available to third parties. Please note: We suggest that you add the taskstream-subscriptions@taskstream.com email address to your email application's address book to help ensure that your login information will be delivered and will not be blocked by any spam software/settings that you may have enabled on your computer.*

Step 1 - Activate Subscription

First select the type of subscription

Create a new Taskstream subscription

Renew my Taskstream subscription

Convert my guest account to paid subscription

Then select a subscription option

OR

<p>Option 1: Credit card purchase (I do not have a key code)</p> <p style="text-align: center; background-color: #0070c0; color: white; padding: 5px; width: 100%;">Continue with Credit Card purchase</p>	<p>Option 2: I have a Taskstream key code</p> <p>Enter your Taskstream key code</p> <div style="border: 1px solid #ccc; padding: 2px; display: flex; align-items: center;"> <input style="width: 80%; border: none;" type="text"/> - <input style="width: 20%; border: none;" type="text"/></div> <p style="text-align: center; background-color: #0070c0; color: white; padding: 5px; width: 100%;">Continue with Key Code Purchase</p> <p style="font-size: small; margin-top: 10px;">A key code activates an account that is associated with a unique organization, program, or textbook.</p> <div style="background-color: #fff9c4; padding: 5px; font-size: x-small; margin-top: 5px;"> <p>Note: You will need to obtain a Taskstream keycode from your organization</p> </div>
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