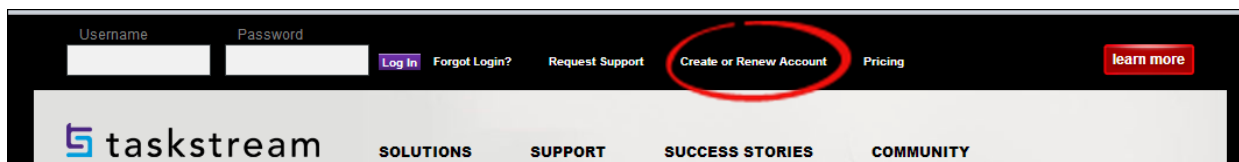


Purchasing your Taskstream Subscription

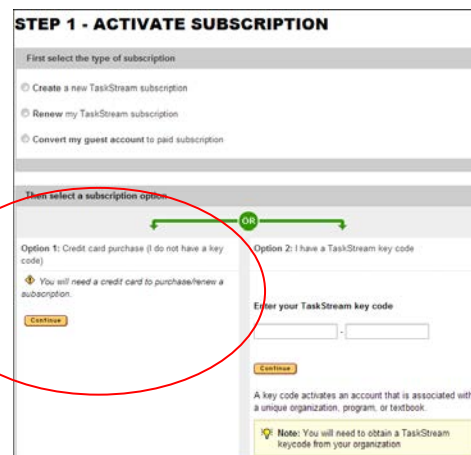
Open a web browser (Internet Explorer, Mozilla Firefox, Safari, etc.)

1. In the Address field or Location bar - 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 or Renew Account** to go to the registration page.



STEP 1 – ACTIVATE SUBSCRIPTION

4. Choose the option that applies to you. First time subscribers should choose the "Create a new Taskstream subscription" option.
5. To purchase a subscription by credit card, choose **Option 1**.
6. Click **Continue** to proceed.



STEP 2 – GENERAL INFORMATION

Please select the category that best describes you:

I am participating in a COLLEGE/UNIVERSITY program that requires Taskstream

In which state or province is your college/university or institution?

New York

What type of institution are you attending?

College/University

What college/university or institution are you affiliated with?

State University of New York System: University at Buffalo

STEP 3 – PERSONAL INFORMATION

Organizational Information

School: *Graduate School of Social Work*

Role: *Student*

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.