

## Taskstream Information

### FAQs

Login for both students and faculty with Ninernet credentials at <http://taskstream.uncc.edu/>

If a student does not have an active working account (cannot login using Ninernet credentials, “PersonID not found”), please email [taskstream@uncc.edu](mailto:taskstream@uncc.edu) with the student’s name, 800 number, and username or UNCC email address.

If a faculty member does not have an active working account (cannot login using Ninernet credentials, “PersonID not found”), please email the department chair and/or program coordinator FIRST to find out which portfolios that person should have access to. Then email [taskstream@uncc.edu](mailto:taskstream@uncc.edu) with the faculty members name/email and 800 number and copy your department chair and/or program coordinator.

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If a student CAN login to Taskstream but does not see any portfolios and/or states that they cannot see the assignment they need to submit, they will need to enroll in their program’s portfolio. A list of all program portfolios and enrollment codes can be found at <https://education.uncc.edu/resources/taskstream-information/enrollment-codes> AND there is both a video and a student handbook with screenshots that will take them step-by-step through the enrollment process at <https://education.uncc.edu/resources/taskstream-information>.

If a student cannot find the faculty member’s name when they are trying to submit an assignment, that means that instructor is not listed as an evaluator in that portfolio and you will need to email [coedassessment@uncc.edu](mailto:coedassessment@uncc.edu) or email the Assessment office directly at [aflatley@uncc.edu](mailto:aflatley@uncc.edu) or [lchart1@uncc.edu](mailto:lchart1@uncc.edu) to be added.

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Some common questions that students have involve what to do if a student submitted to the wrong assignment and/or submitted to the wrong instructor (cancelling a submission); completing dispositions assessments (more information on that on the website: <https://education.uncc.edu/resources/professional-dispositions-plan-and-information>); and questions regarding how to actually submit assignments are all answering in the video and student handbook located on our website <https://education.uncc.edu/resources/taskstream-information>.

Some common questions that faculty/evaluators have involve how to access student work, how can I see what my students see (logging in as a student), and how to access previous student work. These questions and more are answered in step-by-step screenshots in the faculty handbook on our website <https://education.uncc.edu/resources/taskstream-information>.

If you are a department chair and/or program coordinator and have questions about accessing reports, there is a handout on our website (located below the faculty handbook) which will walk you through the process!

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If the video and handbooks do not answer your question(s), and/or you have questions about rubrics or other things related to assessment, please email [coedassessment@uncc.edu](mailto:coedassessment@uncc.edu) or email the Assessment office at [aflatley@uncc.edu](mailto:aflatley@uncc.edu) or [lchart1@uncc.edu](mailto:lchart1@uncc.edu) directly.

## CSLG Task Stream Chart – FOR ALL PROGRAMS

Beginning in spring 2016, all required assessments for **all master’s-level programs** are in a single Taskstream portfolio. (PhD programs at the master’s level are NOT included in this portfolio – see below.)

### Counseling Master’s-level PORTFOLIO: TS title: “Counseling (Master’s-level)”

General / all Master’s-level programs complete these assignments		
Assignment Title in TS – <u>what students should select to submit</u>	How is it assessed?	Course
CPCE Exam Results	<b>Form:</b> CSLG CPCE Form_7-14-16	Scores received bi-annually by Center for Credentialing & Edu (CCE)
RSCH 6101 – Statistics Activity	<b>Rubric:</b> RSCH 6101_Statistics Activity Rubric_11-22-16	RSCH 6101
RSCH 6101 – Article Critique	<b>Rubric:</b> RSCH 6101_Article Critique Rubric_11-22-16	RSCH 6101
Multicultural Assessment	<b>Form:</b> CSLG_Multicultural Awareness, Knowledge & Skills Survey–Grading Form_11-28-16 & Write in Score (max 60 points)	CSLG 6145
Ethics Disposition Self-Assessmnt 1	Meets/Does not Meet Requirement	UNK
Knowledge Demonstration Quiz	Write-in Score (max = 5 pts)	RSCH 6109
Lifespan Development Exam	<b>Rubric:</b> CSLG MA_Lifespan Development Exam Essay Rubric_7-14-16	CSLG 6104
Ethics Code Quiz	Write-in Score (max = 10 pts)	CSLG 6101
Career Quiz	Write-in Score (max = 5 pts)	CSLG 6150
Group Mid-Term Exam	Write-in Score (max = 10 pts)	CSLG 6120
Mock Session Analysis	<b>Rubric:</b> CSLG MA_Mock Session Analysis_5-25-16	RSCH 6109
Career Development Case Study	<b>Rubric:</b> CSLG MA_Career Development Case Study_5-25-16	RSCH 6109
Counseling Techniques Evaluation	<b>Rubric:</b> Counseling (CCS-R) Practicum Evaluation Rubric_4-11-16	CSLG 6110
Practicum: Faculty Sup Final Eval (& Dispositions Self-Assessment 2)	<b>Rubric:</b> Counseling (CCS-R) Practicum Evaluation Rubric_4-11-16	CSLG 7430
Practicum: Site Super Final Eval	<b>Rubric:</b> Counseling (CCS-R) Practicum Evaluation Rubric_4-11-16	CSLG 7430

Internship 1: Faculty Sup Final Eval	<b>Rubric:</b> Counseling (CCS-R) Practicum Evaluation Rubric_4-11-16	CSLG 7435 and 7436
Internship 1: Site Super Final Eval	<b>Rubric:</b> Counseling (CCS-R) Practicum Evaluation Rubric_4-11-16	CSLG 7435 and 7436
Internship 2: Faculty Sup Final Eval	<b>Rubric:</b> Counseling (CCS-R) Practicum Evaluation Rubric_4-11-16	CSLG 7435 and 7436
Internship 2: Site Super Final Eval	<b>Rubric:</b> Counseling (CCS-R) Practicum Evaluation Rubric_4-11-16	CSLG 7435 and 7436
<b>School Counseling ONLY assignments</b>		
<b>Assignment Title in TS – what students should select to submit</b>	<b>How is it assessed?</b>	<b>Course</b>
Professional School CS Portfolio	<b>Rubric:</b> CSLG School MA_Prof School Counselor Portfolio Rubric_9-15-16	CSLG 7141
Data & Advocacy Project	<b>Rubric:</b> CSLG School MA_Data and Advocacy Project Rubric_4-20-16	CSLG 7646
Exit Survey & Exit Dispositions	Meets/Does not Meet Requirement	Internship 2 – either CSLG 7435 or 7436
<b>Mental Health Counseling ONLY assignments</b>		
<b>Assignment Title in TS – what students should select to submit</b>	<b>How is it assessed?</b>	<b>Course</b>
Site Visit Presentation	<b>Rubric:</b> CSLG Mental MA_Site Visit Rubric_7-14-16	CSLG 7170
Resources Assignment	<b>Rubric:</b> CSLG Mental MA_Resources Assignment Rubric_7-14-16	CSLG 6153
Exit Survey & Exit Dispositions	Meets/Does not Meet Requirement	UNK
<b>Play Therapy ONLY assignments</b>		
<b>Assignment Title in TS – what students should select to submit</b>	<b>How is it assessed?</b>	<b>Course</b>
Play Therapy Skills Project	<b>Rubric:</b> CSLG Play Therapy_Play Therapy Skills Rubric_CSLG 7142_10-19-16	CSLG 7142
Exit Survey & Exit Dispositions	Meets/Does not Meet Requirement	UNK
<b>Addiction Counseling ONLY assignments</b>		
<b>Assignment Title in TS – what students should select to submit</b>	<b>How is it assessed?</b>	<b>Course</b>
Intervention Course Final Exam	Write-in score (max = 10 points)	CSLG 6162
Exit Survey & Exit Dispositions	Meets/Does not Meet Requirement	UNK

## Counseling PhD PORTFOLIO: TS title: "Counseling (PhD only)"

General / all PhD candidates complete these assignments		
Assignment Title in TS – what students should select to submit	How is it assessed?	Course
Teaching Assignment	<b>Rubric:</b> CSLG PhD_Teaching Internship Evaluation Rubric #1_11-8-16	CSLG 8203 – Instruct Theory
Teaching Internship Eval 1	<b>Rubric:</b> CSLG PhD_Teaching Internship Evaluation Rubric #1_11-8-16	CSLG 8445 – Teaching Internship
Teaching Internship Eval 2	<b>Rubric:</b> CSLG PhD_Teaching Internship Evaluation Rubric #2_11-8-16	CSLG 8445 – Teaching Internship
Prof Development Action Plan Paper	<b>Rubric:</b> CSLG PhD_Prof Development Action Plan Paper Rubric_CSLG 8000_11-10-16	CSLG 8000 – Doc Seminar
MSJCC Integration Project	<b>Rubric:</b> CSLG PhD_MSJCC Integration Project Rubric_4-19-16	CSLG 8346
Clinical Supervision Course Eval	<b>Rubric:</b> CSLG PhD_Clinical Supervision Rubric_CSLG 8110_12-2-16	CSLG 8110
Case Conceptualization	<b>Rubric:</b> CSLG PhD_Case Conceptualization Rubric_CSLG 8431_10-19-16	CSLG 8431
Prospectus Design Proj	<b>Rubric:</b> CSLG PhD_Prospectus Design Rubric_CSLG 8998_10-19-16	CSLG 8998
Theoretical Integration Paper	<b>Rubric:</b> CSLG PhD_Theoretical Integration Rubric_10-23-16	CSLG 8100 – Advanced Theories
Dissertation Final Defense	<b>Rubric:</b> CSLG PhD_Dissertation Final Defense Rubric_11-3-16	UNK
Disposition Self-Assessment 1 (Entry)	Meets/Does not Meet Requirement	CSLG 8000 – Doc Seminar
Disposition Self-Assessment 2 (Mid)	<b>Rubric:</b> CSLG PhD_Doctoral Dispositions Rubric_11-3-16	CSLG 8442
Exit Survey & Exit Dispositions	Meets/Does not Meet Requirement	CSLG 8445 – Teaching Internship
Counseling Comprehensive Exams		
Multicultural Comp – Overall Score	<b>Rubric:</b> CSLG PhD_Comps_Multicultural Comps Rubric_10-19-16	Submitted after required coursework completion
Research Comp Exam – Overall Score	<b>Rubric:</b> CSLG PhD_Comps_Research Comps Rubric_10-19-16	Submitted after required coursework completion
Supervision Comp Exam – Overall Score	<b>Rubric:</b> CSLG PhD_Comps_Supervision Comps Rubric_10-19-16	Submitted after required coursework completion
Theory Comp Exam – Overall Score	<b>Rubric:</b> CSLG PhD_Comps_Theories Comps Rubric_10-19-16	Submitted after required coursework completion
Assessment Outcome for all Comps	<b>Rubric:</b> CSLG PhD_Assessment for Comprehensive Exams_10-19-16	Submitted after required coursework completion

## Changes to Taskstream (from summer 2016) – Counseling (Master’s)

This summer, all of the advanced program portfolios were updated to reflect the new rubrics and assignments used for SLO/CACREP requirements. When you log in to Taskstream now, you will notice several portfolios for your program (though, many of you will see additional program portfolios): the new portfolio is indicated with a ‘bookworm’ icon and the old portfolios have been labeled as “outdated.”

The screenshot shows the Taskstream interface. At the top, there is a navigation bar with the Taskstream logo and user options: OFE Manager, My Account, and Logout. Below the navigation bar, there are several menu items: Home, Folios & Web Pages, Lessons, Units & Rubrics, Standards, Communications, Resources, TS Coordinator, and Analytics. The main content area is titled 'Work on a program' and includes buttons for Author, Evaluator, and Evaluation Manager. There are two portfolio cards displayed. The left card is for 'Counseling (Master's-level)' and features a bookworm icon. The right card is for 'OUTDATED - CSLG School Counseling' and features a purple DRF icon. A green-bordered box highlights a list of four outdated portfolios:

- There are 4 additional portfolios that you will also notice are outdated:
  1. OUTDATED - CSLG Addiction Counseling
  2. OUTDATED - CSLG Mental Health Counseling
  3. OUTDATED - School Counseling Certificate
  4. OUTDATED - Counseling Dispositions

### Important information about new portfolios:

- It is very important that Program Directors and Department Chairs review the new portfolio’s assignments and rubrics to ensure accuracy PRIOR to students submitting to the new portfolios. **Please log in to the new portfolios and confirm we have your MOST RECENT rubrics in Taskstream by responding to this email.** (We’ve all been really busy updating these rubrics and ensuring content validity and several versions of all are floating around!)
- As you can see above (and when you log in) if you were previously enrolled in the outdated portfolio, both students and faculty will be able to see the old portfolio in case you need to refer back to old assignments; however, enrollment has been turned off. The old portfolios will be inactivated next summer.
- Enrollment from the old portfolio to the new one was copied. Faculty and students that were in the old portfolio are automatically in the new one; new faculty and students will need to enroll or be added as in the past. All faculty have been given “Evaluator” and “Author” roles, so faculty may see what the students see.
- At the end of every semester, our office will provide the data on the assignments in your portfolio (screenshot below), this will include Praxis scores from TEAL and the RSCH 6101 assignments as they come online. We are piloting TS with a small RSCH 6101 beginning in the fall.

**taskstream** OFE Manager My Account Logout Help University of North Carolina Charlotte

Home Folios & Web Pages Lessons, Units & Rubrics Standards Communications Resources TS Coordinator Analytics

# Counseling (Master's-level)

Template: Counseling (all Master's-level programs) Work Scores/Results Options

View as Folio

Expand All Collapse All

**General Information**

**Counseling Assignments**

- CPCE Exam Results
- RSCH 6101 - Statistics Activity
- RSCH 6101 - Article Critique
- Multicultural Assessment
- Knowledge Demonstration Quiz
- Lifespan Development Exam
- Ethics Code Quiz
- Career Quiz
- Group Mid-Term Exam
- Mock Session Analysis
- Career Development Case Study
- Counseling Techniques Evaluation
- Practicum: Faculty Sup Final Eval
- Practicum: Site Super Final Eval
- Internship 1: Faculty Sup Eval
- Internship 1: Site Super Final Eval
- Internship 2: Faculty Sup Eval
- Internship 2: Site Super Final Eval

**School Counseling ONLY**

- Professional School CS Portfolio
- Data & Advocacy Project

**Mental Health Counseling ONLY**

- Site Visit Presentation
- Resources Assignment

**Play Therapy ONLY**

- Play Therapy Skills Project

**Addiction Counseling ONLY**

- Intervention Course Final Exam

## Welcome to the Counseling (Master's-level) program

### Getting Started with Programs

If this is your first time working within DRF programs, you may wish to view or print our Getting Started Guide or call Mentoring Services at 1.800.311.5656 for help starting your work.

**Program Links**

- Overview

**More Help**

In the DRF program, add work to your DRF (Directed Response Folio) in the Work tab. View evaluation results in the Scores/Results tab, and find other options (like e-mailing and publishing options) in the Options tab.

- More about DRF programs
- More about how to add content
- More about Program Options

## Changes to Taskstream (from summer 2016) – Counseling PhD

This summer, all of the advanced program portfolios were updated to reflect the new rubrics and assignments used for SLO/CACREP requirements. When you log in to Taskstream now, you will notice a portfolio for your program (though, many of you will see additional program portfolios): the new portfolio is indicated with a ‘bookworm’ icon.

The screenshot shows the Taskstream web application interface. At the top left is the 'taskstream' logo. On the top right, there are links for 'OFE Manager', 'My Account', and 'Logout'. Below the logo is a navigation bar with several menu items: 'Folios & Web Pages', 'Lessons, Units & Rubrics', 'Standards', 'Communications', 'Resources', 'TS Coordinator', and 'Analytics'. The main content area is titled 'Work on a program' and includes three tabs: 'Author', 'Evaluator', and 'Evaluation Manager'. There is also a 'Customize Display' button. The main content area displays a portfolio for the 'DRF PROGRAM' with a 'bookworm' icon and the text 'Counseling (PhD only) »'.

### Important information about new portfolios:

- It is very important that Program Directors and Department Chairs review the new portfolio’s assignments and rubrics to ensure accuracy PRIOR to students submitting to the new portfolios. **Please log in to the new portfolios and confirm we have your MOST RECENT rubrics in Taskstream by responding to this email.** (We’ve all been really busy updating these rubrics and ensuring content validity and several versions of all are floating around!)
- All faculty have been given “Evaluator” and “Author” roles, so faculty may see what the students see.
- At the end of every semester, our office will provide the data on the assignments in your portfolio (screenshot below). If assignments are missing, please let us know ASAP!

# Counseling (PhD only)

Template: Counseling (PhD only)

[Work](#) [Scores/Results](#) [Options](#)

View as Folio

- PhD CSLG Assignments**
  - Teaching Assignment
  - Teaching Internship Eval 1
  - Teaching Internship Eval 2
  - Prof Development Action Plan Paper
  - MSJCC Integration Project
  - Clinical Supervision Course Eval
  - Case Conceptualization
  - Prospectus Design Project
  - Theoretical Integration Paper
  - Exit Survey
  - Dissertation Final Defense
  - Disposition Self-Assesmt 1 (Entry)
  - Dispo Self-Assess 2+Inst Eval (Mid)
  - Disposition Program Confirm (Exit)
- Counseling Comprehensive Exams**
  - Multicultural Comp - Overall Score
  - Research Comp Exam - Overall Score
  - Supervision Comp Exam - Overall Sco
  - Theory Comp Exam - Overall Score
  - Assessment Outcome for all Comps

## Welcome to the Counseling (PhD only) program

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#### Program Links

- [Overview](#)

#### More Help

In the DRF program, add work to your DRF (Directed Response Folio) in the Work tab. View evaluation results in the Scores/Results tab, and find other options (like e-mailing and publishing options) in the Options tab.

- [More about DRF programs](#)
- [More about how to add content](#)
- [More about Program Options](#)