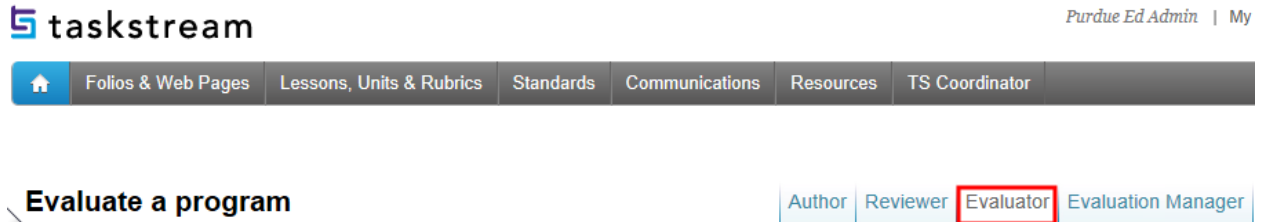


How to Cancel A TaskStream Evaluation

1. Log into TaskStream – <http://taskstream.uncc.edu>
2. Go to “Evaluator” Tab and locate your program.



3. Search for your student(s).

Search for Individual to Evaluate

After searching for a name, the following will appear, click “Continue”:

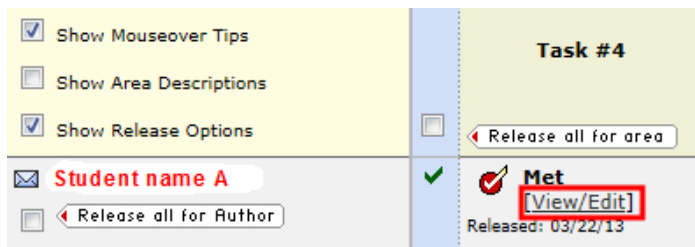
Selected author: Student name A

Select Folio area to display:


- Show all available categories
- Planning (Tasks related to Planning)
New work submitted!
- Teaching (Task related to Teaching)
- Assessment (Assessment of Student Work)
- Analysis (Tasks related to Analysis of Teaching)
- Prof. Performance (Prof. Performance Evidence)
- Evaluations (Final Student Teaching Evaluations)

[Continue »](#)

4. For a given student, locate the assignment to modify and then click “View/Edit”:



5. Click the “Cancel Evaluation” button:

 This work has been evaluated and released to the author. Use the tabs to the top right to view the evaluation report and work.

[Edit Evaluation](#)

[Send Back to Author](#)

[Cancel Evaluation](#)

[Print](#) [Save as PDF](#)

Author Submitted:
03/22/2013 04:45:49 PM EDT

6. Follow any prompts to complete the cancellation.
7. The student will now be able to modify and re-submit the work.