

## Purchasing/Activating your Taskstream Subscription

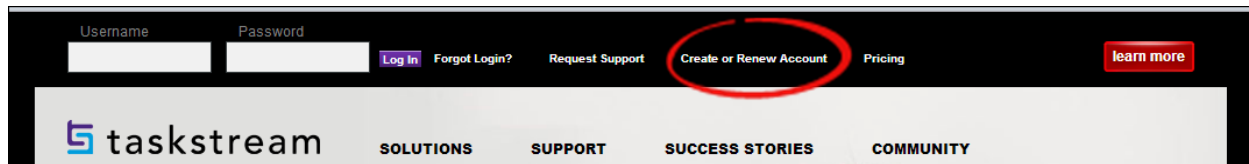
Open a web browser (Internet Explorer, Mozilla Firefox, Safari, etc.)

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.



4. Choose the option that applies to you. First time subscribers should choose the "Create a new Taskstream subscription" option.

5. If you are purchasing by credit card, use **Option 1**. If you have been issued a Key Code, use **Option 2**.

6. Click **Continue** to proceed. Follow the directions on the resulting forms to complete the subscription purchase or activation process.

**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 →

**Option 1:** Credit card purchase (I do not have a key code)

You will need a credit card to purchase/renew a subscription.

[Continue](#)

**Option 2:** I have a TaskStream key code

Enter your TaskStream key code

[Continue](#)

A key code activates an account that is associated with a unique organization, program, or textbook.

**Note:** You will need to obtain a TaskStream keycode from your organization

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](mailto: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.