Question 6.6.4 - How is Taskstream used to facilitate communication with candidates and faculty regarding assessment data?

Candidates have immediate access to evaluations that are released by instructors. Taskstream automatically generates an email message informing the candidate that an evaluation has been posted. By accessing the Scores/Results tab within a portfolio, candidates can see all completed evaluations. In addition, instructors have the capacity to return work to the candidate for revision. In the case of key assessments, the candidate must score at or above the proficient level in order to meet the program requirements. Work that is deemed not proficient is returned to the candidate for revision. The candidate resubmits the work and it is re-evaluated by the instructor. There is no technical limit to the number of times work can be returned, but instructors may set a limit within their course.

Taskstream contains an internal message center which allows subscribers to contact each other directly to and from their Taskstream accounts. This asynchronous feature can be used by instructors to contact candidates and vice-versa without leaving the Taskstream environment. At the subscriber’s discretion, Taskstream will send a notification to an external email account whenever a Taskstream message is received. The Instant Messenger function allows subscribers to communicate synchronously. The Instant Messenger identifies all subscribers that are currently online when the feature is accessed. It is up to individual instructors to decide whether or not they want use the Instant Messenger to communicate with their students in real time.

A key faculty member from each program (typically the program coordinator) is enrolled into Taskstream as an Evaluation Manager. The Evaluation Manager has privileges that allow him or her to view, edit or delete any completed evaluation within the program portfolio. Evaluation Managers have access to all student portfolios within a particular program and can see all statuses for a particular assessment. This feature allows the Evaluation Manager to keep track of complete and incomplete assessments.

The Office of Assessment and Accreditation produces a variety of Taskstream reports upon faculty request. Reports can be generated based on program, portfolio requirement, evaluator, etc. The evaluation form response report is used by the Office of Clinical Experiences to keep track of completed progress reports for all Senior II interns.

Taskstream is used for the submission and local evaluation of the edTPA. At the conclusion of each semester, the OAA prepares reports of local scores for each program area. Data is exported from Taskstream into Excel, where it can be easily manipulated. Reports include a breakdown of average scores by rubric. Programs use these reports to focus on areas for improvement and curricular changes.

Sample reports:

- Program Activity Report (SAIL – Secondary English Education)
- Evaluation Form Responses (Progress Report 1)
- Survey Results Report (End of Course Survey)