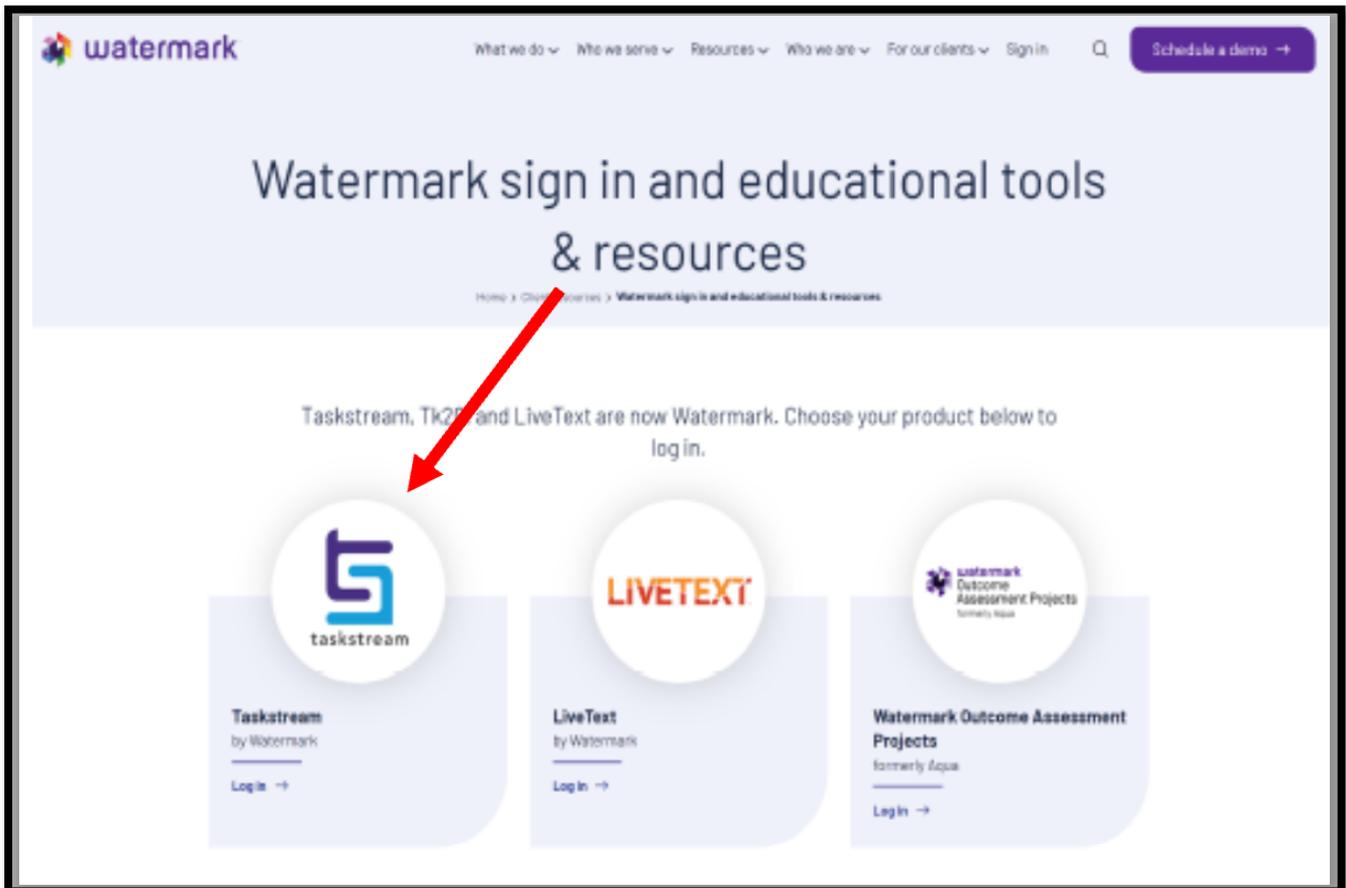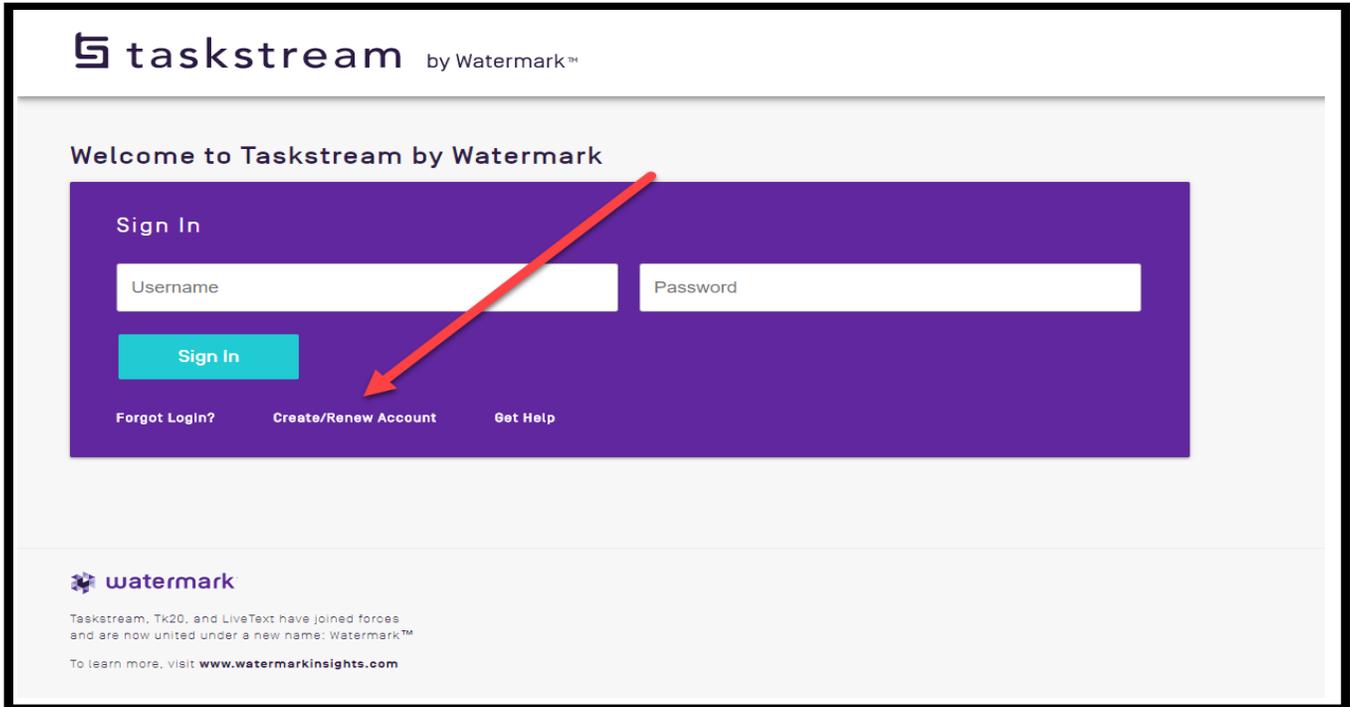# Watermark Subscription Guide
(7-Year Account: $139)

Watermark is a software designed for teacher preparation programs and essentially is a 'cloud-based' database used for assessment management. The College of Education uses Taskstream for field placements and internship, as students will submit assignments, lesson plans, and other key assessments via Taskstream.

Admission to Teacher Education (Phase II) requires students to purchase a Taskstream account. Please complete the following steps to purchase a subscription:

A- **Go to** https://www.watermarkinsights.com/client-resources/signon/. **Select Login/Sign Up.**
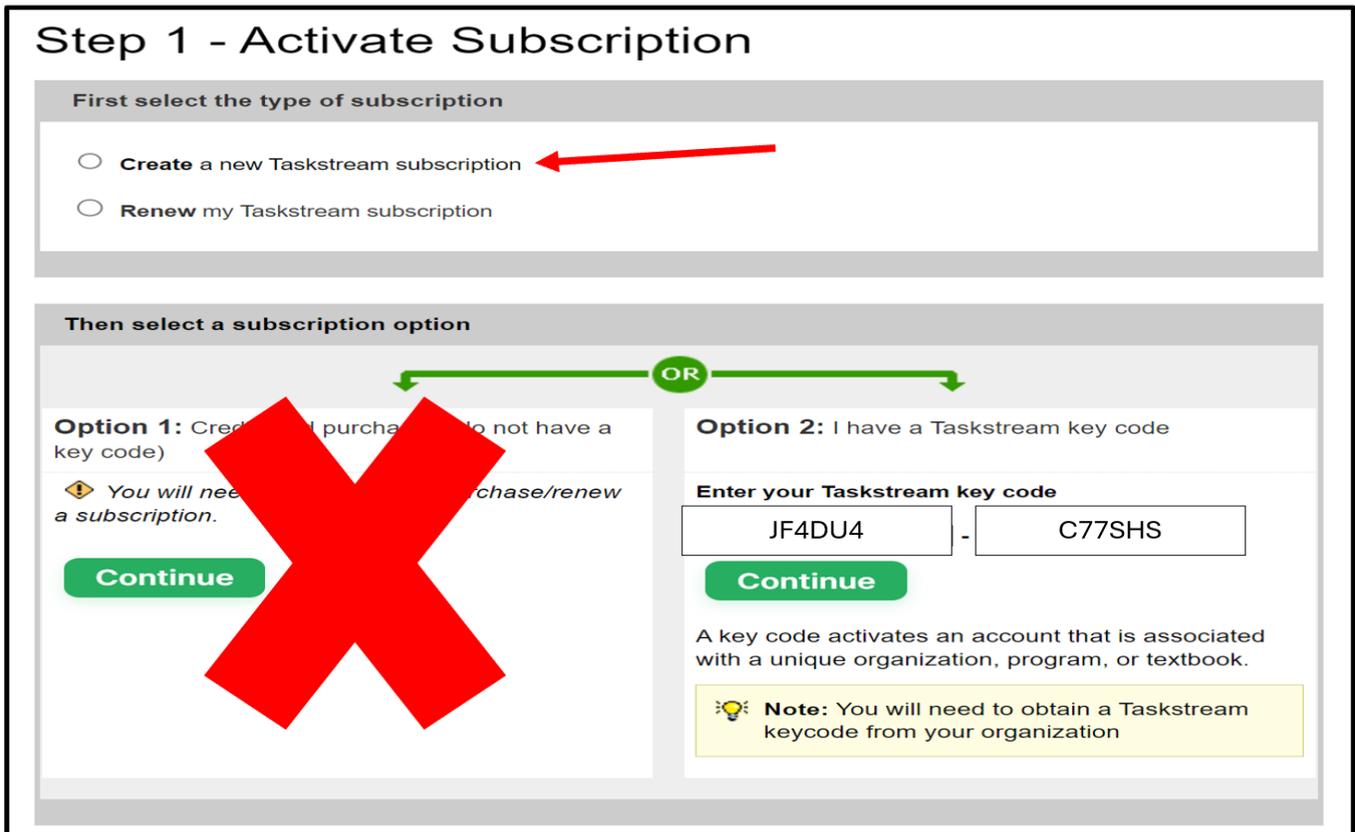
B- Select Create/Renew Account

C- Step 1-Activate Subscription: Select "Create a new Taskstream subscription"
   Enter the Taskstream Key Code as show below. (Even if you are paying with a credit card, you will select <u>Option 2</u> with the key code.)

**D- Step 2 of 6- School: select "Mississippi State University" and Group: select "Student"
Then click "Continue"**

Step 2 of 6 -

Please read information below and click 'Continue'.

The key code you are using is valid for students at Mississippi State University.

Organization: Mississippi State University

Please make a selection from pull-down(s):

School: Mississippi State University

Group: Student

Cancel   Continue

If you require further assistance or have questions, contact Taskstream:

Email: LearnMore@taskstream.com

E- Enter your personal information. Your first and last name must be the same as it is in Banner. Fill in your 9-digit MSUid, and your official university email address with netid @msstate.edu.

Step 3 of 6 - Personal Information

Please complete each of the fields below. If you are creating a new account you will need to create a username and password (remember to write these down so you don't forget). All fields are required.

Subscription Information

Subscription Rate: ● 7 yr. account ($139) -- Today to 6/30/2031

General Information (required by Taskstream)

First name: [ ]   Enter your first name as it is in Banner.

Last name: [ ]   Enter your last name as it is in Banner.

MSU ID Number: [ ]
Please enter your MSU ID Number, which can be found on your university-issued ID.
☐ I am not a student

Email: [ ]   You **must** use **your** official **MSU email** address netid then @msstate.edu.

Confirm Email: [ ]

Home/Cell Phone: [ ]   Enter your cell phone number.

Alternate Phone: [ ]
(optional)

Username: [ ]
(minimum 6 characters)

Password: [ ]
(minimum 8 characters and are case sensitive)

Create your
Username &
Password

Confirm Password: [ ]

Password hint: [ ]
(cannot contain password)

End-user Agreement:
Read Terms and Conditions

Terms and Conditions

1. The Service

1.1 Prior to registering for the services (the "Service") offered on this Website ("the Website"), the End User

Click Accept

Then Continue

☐ I accept the end-user agreement

[Cancel] [Continue]

F- Confirm your information is entered correctly.
    Select continue.

Step 4 of 6 - Confirm Registration Information

→ Create or Renew

  Benefits for Students

You must confirm all information before your account can be created!
Click the "Continue" button to activate your account.

Name:	▮▮▮▮▮▮
MSU ID Number:	▮▮▮▮▮▮
Email:	▮▮▮9@msstate.edu
Home phone:	▮▮▮▮▮▮
Username:	▮▮▮▮▮▮
Password:	******
Affiliation:	Mississippi State University
School:	Mississippi State University
Group:	Student
Subscription start date:	Today
Subscription end date:	6/30/2031
Subscription cost:	$139

Date will change based on your subscription activation date.

Please note state tax may be collected, if applicable.

[Edit] [**Continue**]

G- Read and accept the Terms & Conditions. Select Continue.

Step 5 of 6 - Billing Information

Complete the fields below.

Name on Card

Full Name

Card Number

1234 5678 9012 3456

Exp. Date   **Security Code**

MM/YY   123

Address

Address

City   State\Province

Zip Code

United States of America (the)

Cancel   **Verify Info**

If you require further assistance or have questions, contact Taskstream:

Request Form: Submit a Request.

H- After completing steps 3 - 6. print your confirmation of subscription and submit to an electronic copy of your receipt to the Admission to Teacher Education: Phase II Canvas course. This is a requirement as part of the admission process into Teacher Education (Phase II) and your confirmation of subscription will be added to your folder.