

Quick Score Option

Allows you to score multiple students at one time instead of an individual student at a time.

- Log into your Taskstream account at www.watermarkinsights.com.
- Select “**Taskstream**” Box; then log in
- Click on your current “**Semester/Program DRF**” to enter scores. (e.g., 2018 Fall – Elementary).
- You can find your teacher candidate(s) by searching for **Search for Multiple People**
 - **Select Folio area to display** – by checking the box of the course(s) you which to enter scores for – then click on **Continue** button
- Click on “**Quick Score**” button under course name on evaluation grid.
- Select the number of authors you want to evaluate at a time (limit is 20 at a time).
- Click on “**Continue**” button.
- Complete the evaluations for each student.
- Click on “**Record as Final Score**”. The Quick Score Summary page loads
- To return to Evaluation Grid, click on “**Back to Evaluation Grid**”
- To continue with more evaluations, click on how many authors to review and click “**Continue**” to repeat Quick Score process.
- When finished with all students, return to Evaluation Grid.