How to Cancel A TaskStream Evaluation


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 to display:
- Show all available categories
- Planning (Tasks related to Planning)
- 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)

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

5. Click the “Cancel Evaluation” button:
6. Follow any prompts to complete the cancellation.

7. The student will now be able to modify and re-submit the work.