

Taskstream/Tk20 Campus Wide

Navigation Guide (Student) _ Transferring to Pearson from Tk20

Transferring to Pearson from Tk20

After you have registered for you edTPA assessment on edTPA.com and obtained your authorization key:

- 1. Access your edTPA portfolio in the Portfolios tab in Tk20.
- 2. In the first tab, you will see a field to enter your authorization key. Enter you authorization key in the field and select *Validate/Reserve Key* with Pearson (Figure 1).

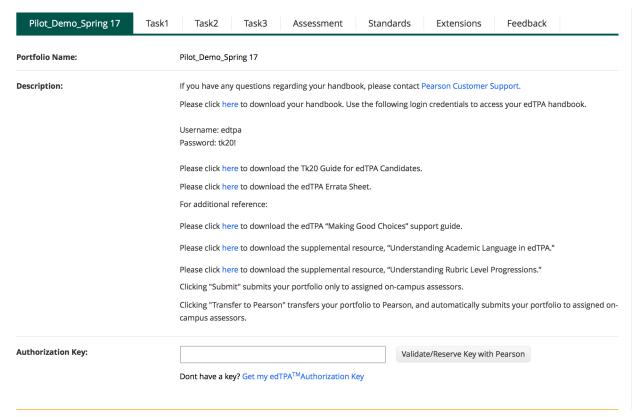


Figure 1

Note:

This is a one-time validation. Once your authorization key has been validated, you will not need to enter it again in Tk20 unless you create a new registration on edTPA.com for the same assessment or another assessment. If your authorization is marked as invalid, please contact Pearson edTPA Customer Support.



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3. Once you have uploaded all necessary documents to each required sub-task, validated your authorization key, and completed the steps listed above, click **Transfer to Pearson (Figure 2).**

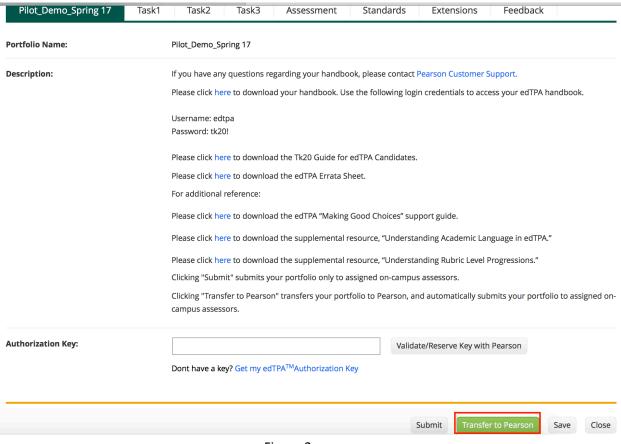


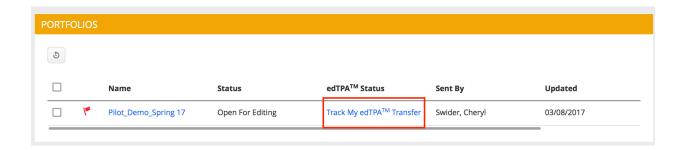
Figure 2

4. When your edTPA portfolio has been processed and transferred to Pearson, check status of the portfolio by clicking on *Track My edTPA Transfer*. Upon successful transfer, Pearson will send you an email prompting you to login to the Pearson system to verify the contents of your edTPA portfolio and submit for official scoring.



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5. You must now log into the Pearson ePortfolio System on edTPA.com or by clicking Track My edTPA Transfer to review your transferred portfolio and label the uploaded files as instructed in order to submit the portfolio for official scoring.