1. Once you are in Taskstream, go into your assessment plan.
2. Click on tab **Submission & Read Reviews**

3. Click **Submit Work** buttons on the following items ONLY:
   - **Standing Requirements**
     - Click **Submit Work** on **Student Learning Outcomes** and/or **Program Outcomes**. **Note you will not have to submit work if you did not make changes.**
   - **2019-2020 Assessment Cycle**
     - Click **Submit Work** on **Methods**.
   - **2018-2019 Assessment Cycle**
     - Click **Submit Work** on **Results** and **Use of Results**.