INSTRUCTIONS FOR USING Tk20 TO SUBMIT EdTPA Task 4 assignments for ELED 311.

You can log in to Tk20 directly from your My TU landing page by clicking on the Tk20 link.
The first time that you log in to Tk20 you will be taken to this screen to enter your **TU Username** and **Password**. Be sure to use the link in the **RED TEXT** for this initial log in.
After your initial log in, all subsequent log ins to Tk20 will take you directly to the Towson log in as it appears below. Here you will again use your TU Username and Password to log in.  Note: When you change your TU password, it will automatically update when logging into Tk20.
Next is the screen shot of what your Tk20 homepage will look like. Your name will appear in the upper right corner. (It is blocked out for this demonstration). Notice that in **Pending Tasks** there is a notation with a red flag indicating that you have an assignment which needs to be completed. Click on the assignment link and it will take you directly to the assignment to be completed.
To access each assignment, click on the appropriate tab. In this instance, you will be completing Task4. Complete tasks on all tabs. To review the handbook for this signature assessment, you can click the link in the Description.
When you are ready to submit your assignment, upload your completed template using the SELECT button under ATTACHMENTS. Below this is an option to upload additional attachments as needed. Reminder: You must complete ALL assignments on each tab BEFORE clicking SUBMIT.

Tk20 offers phone and email support. You can call for assistance at (512) 401-2000, Monday through Friday, 7 AM to 7 PM Central Time. You can also email support@tk20.com, 24 hours a day, Monday through Friday, as well as on Saturday and Sunday from 11:30 AM to 9:00 PM Central Time.

If you have any questions during regular business hours, please contact Diane Mello dmello@towson.edu.