# Step-by-Step Walkthrough

## TexQuest

Create an ESC-20 Commitment System Login



### https://texquest.net/signup



## Create Login

Serving the Educational Community  1314 Hines Avenue San Antonio, TX • 78208-1899  Commitment & Contract System
Vers Guide
To access the Online Commitment System,  Identify your District (or District/Campus)  Or Organization using one of the options given below.  Use the "Help" option at the right for additional assistance.  In the drop down for Users a listing in Red or the name starting with *** indicates the rights to be able to submit the commitments.
Login Choices ( Select one of the choice below )   By Region/District By District Name By Campus  Login as Region/District
Region Name 20 ▼  District — Select District — ▼
Users - Select -  Access Code  Login
Forgot Your Access Code?     Not listed as a User?     Click - Not Listed as a User?

**Step 1: Click "Not listed as a User?"** 

### Complete Form

	1314 Hines Aver				
	San Antonio, TX • 782	108-1899 Sy	stem		
ntac	t		( <u>c</u>	ancel Create	
	Title	e Mr. ▼			
	First Name				
	Middle Name				
	* Last Name	e			
	Region Numbe	r 01 ▼			
	District Name	Brownsville ISD ▼			
	Campus (if at a campus			a campus	
	Street Address				
	Cit				
		TEXAS •			
	Zi				
	* Phon				
		-			
	Far	×			
	Fa:				
Doc	Email Address	9			
Posi		9	ın		
	Email Address	9	in		Canon
	■ Email Addressition (or type, e.g. Director)	9	Phone	Fax	Canon Email Address
ntac	Email Addressition (or type, e.g. Director) t Information	s Academic Dea		7 4651	
ntac	Email Address tition (or type, e.g. Director) t Information First Name	Academic Dea	Phone 210-370-5713	7 4651	Email Address
ntac	Email Address tion (or type, e.g. Director) t Information First Name Harriett	Last Name Jackson	Phone 210-370-5713 210-370-5670 210-370-5741	210-370-5743 210-370-5755 210-370-5754	Email Address Harriett.Jackson@esc20.net
ntac	* Email Address ition (or type, e.g. Director) t Information First Name tarriett Cathy Carolyn	Last Name Jackson Cervantez Castillo Metzger	Phone 210-370-5713 210-370-5670 210-370-5741 210-370-5204	210-370-5743 210-370-5755 210-370-5754 210-5370-5776	Email Address Harriett.Jackson@esc20.net Kathy.Cervantez@esc20.net Carolyn.Castillo@esc20.net Jim.Metzger@esc20.net
ntac	* Email Address tition (or type, e.g. Director) t Information First Name Harriett Cathy Carolyn	Last Name Jackson Cervantez Castillo Metzger Altgelt	Phone 210-370-5713 210-370-5670 210-370-5741 210-370-5204 210-370-5639	210-370-5743 210-370-5755 210-370-5754 210-5370-5776 210-370-5743	Email Address Harriett.Jackson@esc20.net Kathy.Cervantez@esc20.net Carolyn.Castillo@esc20.net Jim.Metzger@esc20.net Susan.Altgelt@esc20.net
H H	* Email Address tion (or type, e.g. Director) t Information First Name Harriett (athy Carolyn Jim Bigs	Last Name Jackson Cervantez Castillo Metzger Altgelt Jonas	Phone 210-370-5713 210-370-5670 210-370-5741 210-370-5204 210-370-5639 210-370-5207	210-370-5743 210-370-5755 210-370-5754 210-5370-5776 210-370-5743 210-370-5754	Email Address Harriett.Jackson@esc20.net Kathy.Cervantez@esc20.net Carolyn.Castillo@esc20.net Jim.Metzger@esc20.net Susan.Atgelt@esc20.net Sharon.Jonas@esc20.net
ntac	* Email Address tion (or type, e.g. Director) t Information First Name Harriett Kathy Carolyn Jim Susanoron FexQuest	Last Name Jackson Cervantez Castillo Metzger Altgelt Jonas Support Center	Phone 210-370-5713 210-370-5670 210-370-5741 210-370-5204 210-370-5639 210-370-5207 210-370-5623	210-370-5743 210-370-5755 210-370-5754 210-5370-5776 210-370-5743 210-370-5754 210-370-5755	Email Address Harriett Jackson@esc20.net Kathy.Cervantez@esc20.net Carolyn.Castillo@esc20.net Jim.Metzger@esc20.net Susan.Atgett@esc20.net Sharon.Jonsa@esc20.net texquest@esc20.info
ntac	* Email Address tition (or type, e.g. Director) t Information First Name tarriett Cathy Carolyn Jim	Last Name Jackson Cervantez Castilio Metzger Altgelt Jonas Support Center Help Desk	Phone 210-370-5713 210-370-5670 210-370-5741 210-370-5639 210-370-5623 210-370-5623 210-370-5746	210-370-5743 210-370-5755 210-370-5754 210-5370-5776 210-370-5743 210-370-5754 210-370-5755 210-370-5743	Email Address Harriett Jackson@esc20.net Kathy.Cervantez@esc20.net Jim.Metzger@esc20.net Susan.Altgelt@esc20.net Sharon.Jonas@esc20.net texquest@esc20.info k12help@esc20.net
ntac	* Email Address tition (or type, e.g. Director) t Information First Name Harriett Cathy Carolyn lim Susairon FexQuest Digital Knowledge Central Mayra	Last Name Jackson Cervantez Castillo Metzger Altgelt Jonas Support Center Help Desk DeHoyos	Phone 210-370-5713 210-370-5670 210-370-5670 210-370-5204 210-370-5207 210-370-5207 210-370-5623 210-370-5746 210-370-5617	210-370-5743 210-370-5755 210-370-5754 210-5370-5776 210-370-5776 210-370-5754 210-370-5755 210-370-5754 210-370-5754	Email Address Harriett.Jackson@esc20.net Kathy.Cervantez@esc20.net Carolyn.Castillo@esc20.net Jim.Metzger@esc20.net Susan.Altgelt@esc20.net Sharon.Jonas@esc20.net texquest@esc20.info k12help@esc20.net Mayra.DeHoyos@esc20.net
HO K	* Email Address tion (or type, e.g. Director) t Information First Name -tarriett (Cathy) Carolyn Dim Dim Dim Digran FexQuest Joigtal Knowledge Central Mayra Jennifer	Last Name Jackson Cervantez Castillo Metzger Altgelt Jonas Support Center Help Desk DeHoyos Beardsall	Phone 210-370-5713 210-370-5670 210-370-5741 210-370-5204 210-370-5623 210-370-5623 210-370-5745 210-370-5745 210-370-5745 210-370-5745	210-370-5743 210-370-5755 210-370-5754 210-5370-5776 210-370-5743 210-370-5754 210-370-5755 210-370-5743	Email Address Harriett.Jackson@esc20.net Kathy.Cervantez@esc20.net Carolyn.Castillo@esc20.net Jim.Metzger@esc20.net Susan.Altgelt@esc20.net Sharon.Jonas@esc20.net texquest@esc20.info k12help@esc20.net Mayra.DeHoyos@esc20.net Jennifer.Beardsall@esc20.net
ntac	* Email Address tition (or type, e.g. Director) t Information First Name Harriett Cathy Carolyn Lim	Last Name Jackson Cervantez Castillo Metzger Altgelt Jonas Support Center Help Desk DeHoyos Beardsall Nickle	Phone 210-370-5713 210-370-5670 210-370-5670 210-370-5204 210-370-5639 210-370-5623 210-370-5623 210-370-5617 210-370-5617 210-370-5617 210-370-5617	210-370-5743 210-370-5755 210-370-5754 210-5370-5776 210-370-5776 210-370-5754 210-370-5755 210-370-5754 210-370-5754	Email Address Harriett Jackson@esc20.net Kathy.Cervanter@esc20.net Carolyn.Castillo@esc20.net Jim.Metzger@esc20.net Susan.Atgett@esc20.net Sharon.Jonas@esc20.net texquest@esc20.net Mayra.Detroyos@esc20.net Jennifer.Beardsall@esc20.net pat.nickle@esc20.net
ntac	* Email Address ition (or type, e.g. Director) t Information First Name Harriett Cathy Carolyn Jim Busaron Fexcuest Digital Knowledge Central Mayra Jennifer Patricia (Pat) Srikanth	Last Name Jackson Cervantez Castilio Metzger Altgelt Jonas Support Center Help Desk Dethoyos Beardsall Nickle Billa	Phone 210-370-5713 210-370-5670 210-370-5670 210-370-5204 210-370-5204 210-370-5639 210-370-5623 210-370-5617 210-370-5617 210-370-5245 210-370-5245 210-370-5245 210-370-5245 210-370-5313 210-370-5313	210-370-5743 210-370-5755 210-370-5754 210-5370-5776 210-370-5743 210-370-5755 210-370-5755 210-370-5754 210-370-5754	Email Address Harriett.Jackson@esc20.net Kathy.Cervantez@esc20.net Carolyn.Castillo@esc20.net Jim.Metzger@esc20.net Susan.Altgelt@esc20.net Sharon.Jonas@esc20.net texquest@esc20.info k12heip@esc20.net Mayra.Dethoyos@esc20.net Jennifer.Beardsall@esc20.net at.nickle@esc20.net sri.billa@esc20.net
HI COLOR SECTION OF SE	* Email Address tition (or type, e.g. Director) t Information First Name Harriett Cathy Carolyn Lim	Last Name Jackson Cervantez Castillo Metzger Altgelt Jonas Support Center Help Desk DeHoyos Beardsall Nickle	Phone 210-370-5713 210-370-5670 210-370-5670 210-370-5204 210-370-5204 210-370-5639 210-370-5623 210-370-5617 210-370-5617 210-370-5245 210-370-5245 210-370-5245 210-370-5245 210-370-5313 210-370-5313	210-370-5743 210-370-5755 210-370-5754 210-5370-5776 210-370-5776 210-370-5754 210-370-5755 210-370-5754 210-370-5754	Email Address Harriett Jackson@esc20.net Kathy.Cervanter@esc20.net Carolyn.Castillo@esc20.net Jim.Metzger@esc20.net Susan.Atgett@esc20.net Sharon.Jonas@esc20.net texquest@esc20.net Mayra.Detroyos@esc20.net Jennifer.Beardsall@esc20.net pat.nickle@esc20.net

NOTE: Please do not select a campus - TexQuest signups are district-wide.

- **Step 2:** Complete the requested fields.
- **Step 3:** Check the box next to "TexQuest" in the list at the bottom of the page.
- **Step 4:** Click on "Create" at the top of the page.

### Check your Email

The message, "Information is Submitted for Approval", will now be displayed on your screen.

Monitor your email inbox for a message from Commitments@esc20.net, Subject: ESC-20 Online Commitment Form Access ID

The email includes your Access ID required to login to your new commitment system account.

Note: you may change your password later if desired.

#### Now It's Your Turn!

#### https://texquest.net/signup

#### Sign Up for TexQuest





#### Sign up for TexQuest

Complete and submit the TexQuest form located in the ESC-20 online Commitment System. Districts will receive their account logins in 5 to 10 business days from the date the form is submitted. Invoicing will be dependent on the date of commitment. Email AR@tsl.texas.gov for invoicing information.

Participation is for public and charter schools at district level only

Step 1: View How to Create an Estephanisment System Login (if you don't have one

Step 2: Create Login Click Create
Login to step 3

Step 3: View TexQuest Sign Up Processing ESC-20 Commitment System

(Designated district contact must have an ESC-20 Commitment System account to sign up)

For questions or assistance with the TexQuest commitment form, please contact the TexQuest Support Center at <a href="mailto:texquest@esc20.info">texquest@esc20.info</a> or call 1-844-719-1501 (toll free).

- How to Create an ESC-20 Commitment System Login
- Sign Up for TexQuest Using ESC-20 Commitment System Walkthrough

# Questions? Contact TexQuest Support

The TexQuest Support Center is located at:

Education Service Center, Region 20

Hours: Monday – Friday; 7:30 AM to 4:30 PM

texquest@esc20.info | 844-719-1501

https://texquest.net