

VIRTUAL REVIEWS via GOOGLE MEET
Virtual Reviews are conducted from May 4, 2022 through June 10, 2022

Scheduling for One to Two Students	<p>Portfolio reviews take approximately 30 minutes. You may schedule two children in the same time slot by separating the names of the children with a comma (<i>Example: Jane Doe, John Doe</i>).</p> <p>When you get to the field for Date of Birth, you may separate the birthdays with a comma (<i>Example: 2/20/05, 3/24/07</i>).</p>
Scheduling for Three or Four Students	<p>Select one time slot for the first two students.</p> <p>Select the next available time slot and enter up to two students in the next time slot (<i>Example: Jane Doe, John Doe @ 9:00am, Julie Doe, James Doe@ 9:45 am</i>).</p> <p>You may not see the same Portfolio Reviewer for all students.</p>

Please schedule the appointments using the same email address and student name(s) used to register with the Home Schooling Office to ensure accurate documentation.

Schedule NOW!	<p>Use the provided link to go directly to the Spring Portfolio Review scheduling calendar.</p> <p>The link is also available on our website by clicking the button that says SCHEDULE NOW OPEN.</p>
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Parents are encouraged to schedule their appointments **TODAY**. All appointments must be scheduled a minimum of **48** hours in advance.

Cancellations are strongly discouraged. Please do your best to keep your scheduled appointment as there may not be other time slots available to you at a later date. Parents who miss the opportunity to schedule an appointment will need to use the digital upload option in order to remain compliant with COMAR regulations for participating in a portfolio review once a semester.

PLEASE NOTE:	<ul style="list-style-type: none">• Confirmations are sent immediately to the email address used to schedule the portfolio review.• Reminder emails are sent 48 hours and 24 hours prior to the scheduled portfolio review.• Scheduling information comes from the following email address: notifications@appointlet.• Please check your SPAM folders if you do not receive the confirmation and reminders.
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Scroll Down for Google Meet Instructions

THE NIGHT BEFORE YOUR REVIEW:

Download Google Chrome for the best virtual experience.

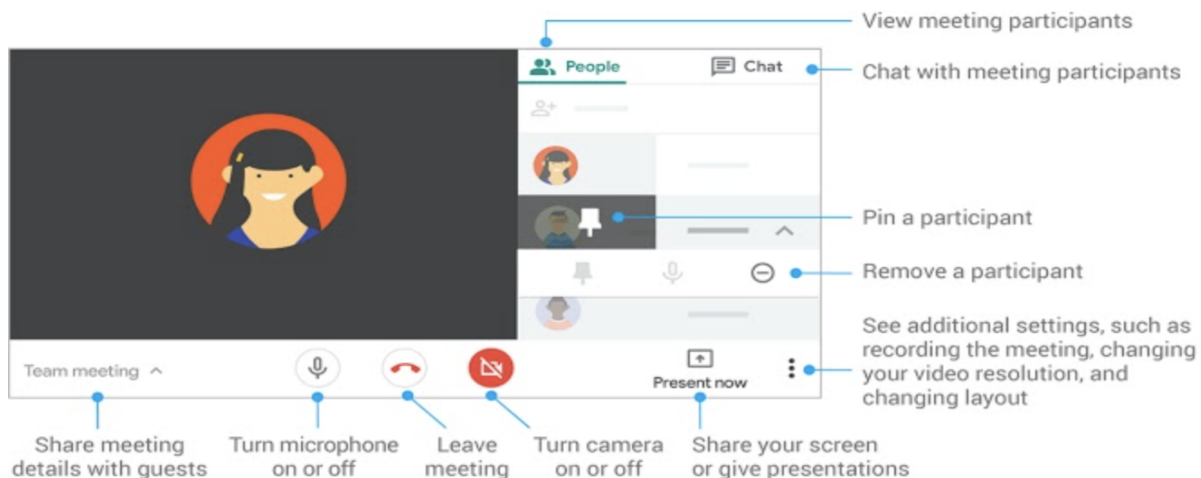
- **Organize Work**

- Maximize your time with the reviewer by having your student's work samples organized in the following order:

- ★ English
- ★ Mathematics
- ★ Science
- ★ Social Studies
- ★ Art
- ★ Music
- ★ Physical Education
- ★ Health

- **Familiarize Yourself with the Google Meet Features**

- Review the features in Google Meet to ensure you can locate the necessary tools during your review.



- **Locate Your Appointment Email & Link-**

- **Link address:** NOTIFICATIONS@APPOINTLET.COM
- **Appointment Subject:** Prince George's County Public Schools Home Schooling Office

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THE DAY OF THE REVIEW:

Relax!

- **Open your email from Appointlet**

New: Virtual Reviews September 25 @ Sept. 25, 2020, 9 a.m. Home Schooling Office/Appointlet Notification x  

 **Appointlet** <notifications@appointlet.com> Thu, Sep 24, 1:47 PM   
to me, pgcps.homeschool


PGCPS

You've received a new booking. It has been added to your calendar.

TIME US/Eastern

Fri, Sept. 25, 2020, 9 a.m. - 9:45 a.m. Cancel / Reschedule

LOCATION

We'll meet on a web conference Join Web Conference

INFORMATION

Email: tynika.lytle@pgcps.org
Parent/Guardian Name: Ty
Contact Number: 3013331001

- **Select**

Join Web Conference

- **Select**

Join now

[Logging In Video](#)

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AFTER THE REVIEW:

Your Portfolio Review Form

- The portfolio review form displays the status of your review
- Check for an email from pgcps.homeschool@pgcps.org
- The review form for your student will be an attachment in the email.
- Retain the Portfolio Review Form for your records.
- Complete the Parent Survey by clicking the link in the email.

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