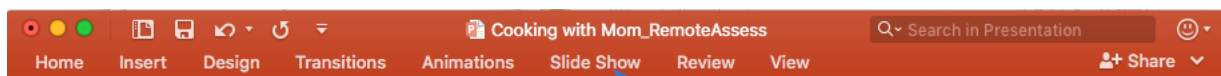


## Guidance for Acadience Reading Pre-K PELI Remote Assessment in Google Meet

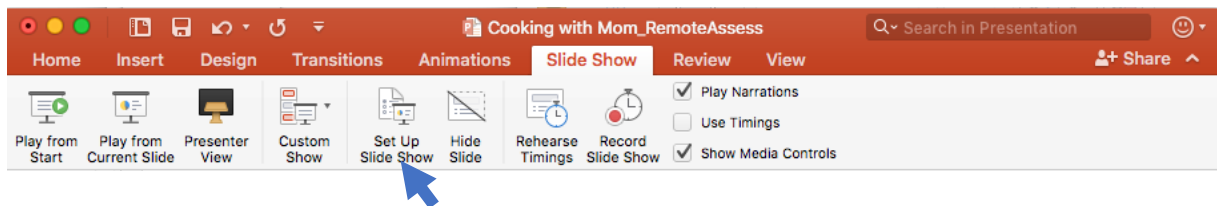
Remote PELI assessment with preschool children requires a platform that allows you to share the PowerPoint show in presentation mode and also see the child as you present. These directions are written for conducting remote assessment of PELI using **Google Meet**. For individual remote assessment of PELI using **Google Meet**, the assessor does the following.

### Prepare PowerPoint Slide Show before logging in to Google Meet:

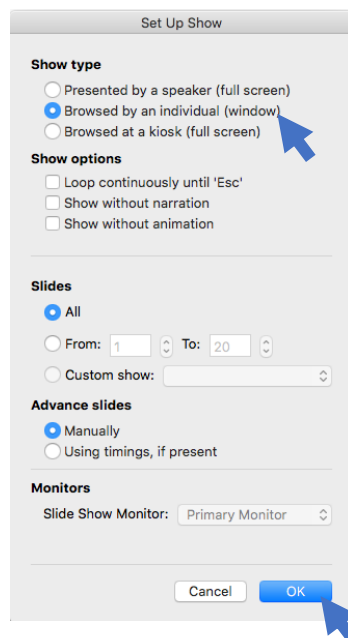
1. Open up the appropriate PELI Remote Assessment PowerPoint on your desktop.
2. In the tool bar at the top of the screen, select **Slide Show**.



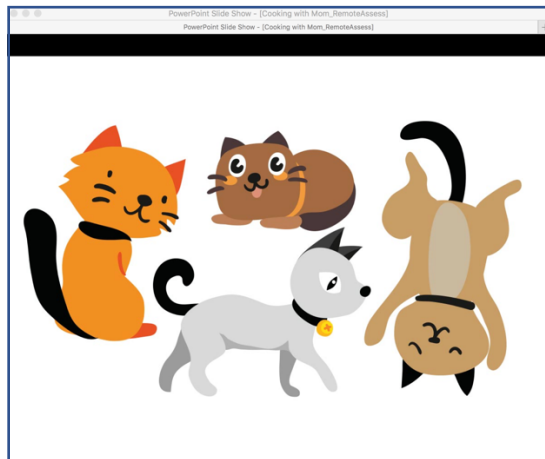
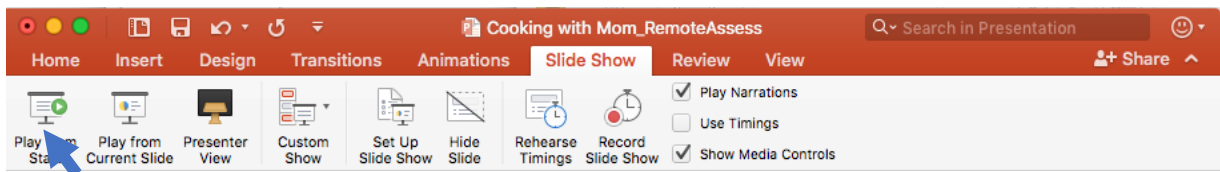
3. From the expanded tool bar, select **Set Up Slide Show**.



4. From the drop-down menu, select **Browsed by an individual (window)**. Click **OK**. If you will be using the deck for more Google Meet meetings, remember to save the setting before you close Power Point.

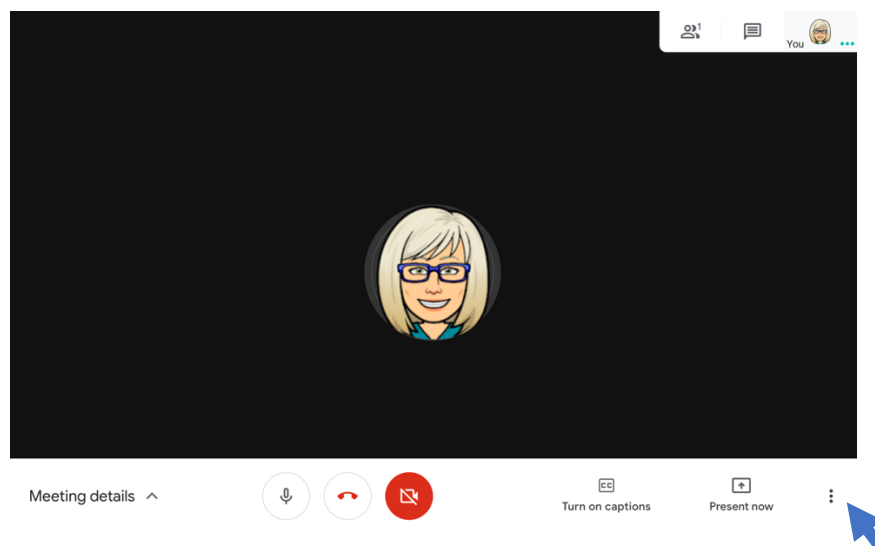


- Click on **Play from the Start**. This will put your slide deck into Show mode and will be ready for when you share your screen.

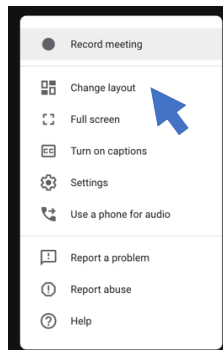


## Log into Google Meet

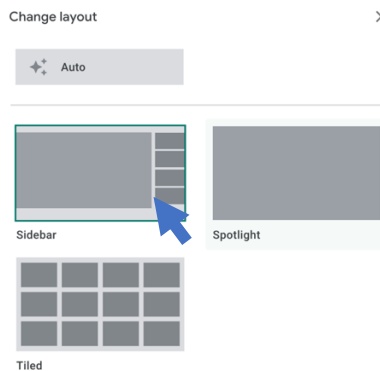
- Log into Google Meet. Be sure you are in Sidebar Layout (so that you can see the child while you are presenting). To do this:
  - Click on **More Options** dots in lower right corner of screen.



b. Select **Change Layout**



c. From the drop-down menu, select **Sidebar**.

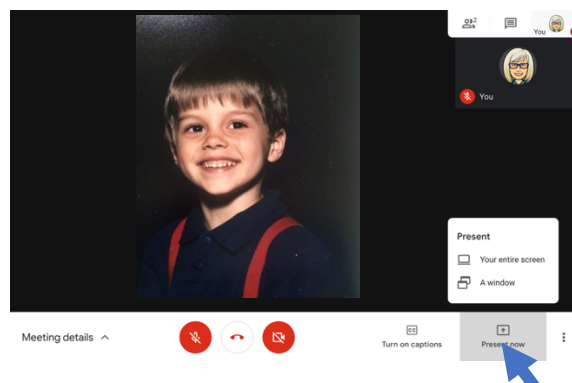


## Connect with the Caregiver and Child

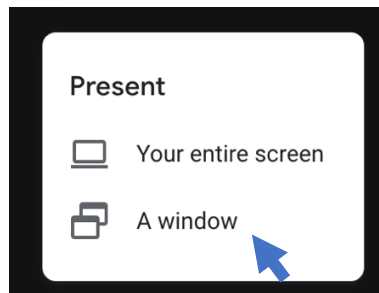
- When the caregiver and child are logged in you should be able to see and hear them and they should be able to see and hear you. The default setting for the caregiver and child is **Auto** and this should work. If, for some reason, you cannot see the caregiver and child, you may need to help the caregiver to change their Google Meet setting to **Auto**.

## Share your screen

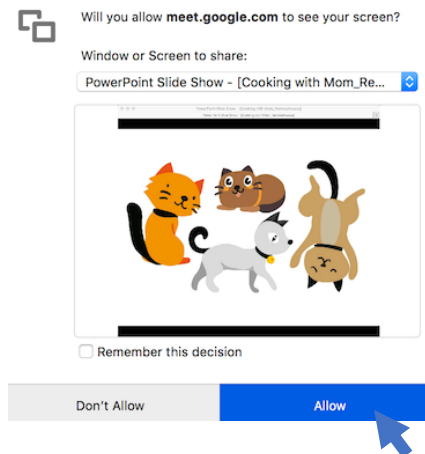
- Share your screen by clicking on **Present Now**.



9. In the pop-up window, select **A window**.



10. Go to the drop-down menu, and select the PowerPoint Show. Click **Allow**.



11. At this point, you are ready to begin. Position the PowerPoint Show on your screen on top of the Google Meet window so that you can see the child/caregiver in the sidebar. Begin the assessment! If you cannot see the slide show at any point, it may have gone behind the Google Meet window. Simply click on the PowerPoint icon and the slide show will move to the front.

