

Use a school-supported virtual meeting platform for the official visit meetings. The school should identify and convey a backup plan to the peer review team and all participants in the visit if the virtual meeting platform is unavailable at any time during the official visit.

Ask the peer review team chair how they would like to handle private meetings between the team members. For instance, would they like the school to arrange private breakout space, or will the team use their own platform for team meetings and for working on the report.

To maintain integrity of the visit, all participants should direct their full focus on the visit when meetings are in session during the visit and maintain professional behavior. Silence cell phones and eliminate other distractions.

Meetings require the full attention of PRT members and representatives of the school, therefore set expectations with colleagues that you are unavailable during accreditation visit hours.

Thoroughly test the technology with each member of the team in advance of the first meeting and conduct training on the platform as needed. We cannot overemphasize the importance of everyone involved in the visit being fully familiar with the Connections to any internal databases, intranet, etc., that may be shared with the team should be cleared and tested in advance.

Have your I.T. support available before and during each virtual session to assist with troubleshooting as needed. The role of I.T. is to provide technical support during the visit. However, they should not attend every meeting; only meetings applicable to them or unless



comfortable with accessing and navigating the site.

pre-recorded and shared with the team prior to the visit. We have seen some creative and innovative tours of school facilities. What would the team see and do if they were there in person? Have fun with this part!

Note for Initial Accreditation Visit
not be pre-recorded.

To facilitate open and honest discussion and ensure privacy and confidentiality is maintained, meetings between groups are not allowed to be recorded in any fashion.

Virtual Visit Best Practices - OPTIONAL

as it will provide the peer review team with more time to review the report and extra time has proven to enhance the virtual visit experience.

Invite your peer review team chair to conduct a virtual pre-visit.

Consider incorporating 360° VR into the virtual visit experience.

