Directions for Professional Development Online (PDO) Registration

- To find the PDO link, look under Staff in the blue box at the bottom of any MCPS web page.
- Use your MCPS user name and password to login. (It’s the same one you use to access your Outlook E-mail.)
- During the summer hiring crunch there may be a delay before you receive your user name & password. Thank you in advance for your patience.

After you are in PDO:

1. Find the Course Search box on your PDO home page.

2. Enter NEO in the Search field.

3. Click the Search button.

4. This will take you to the New Educator Orientation courses.

5. Click the NEO: New Educator Orientation 20… link.

6. Choose & click on a section. This will take you to the sections details page.

7. Click the Register button.

8. Confirm your registration by clicking the Next button.

9. After you confirm your registration in PDO, a confirmation email will be sent.