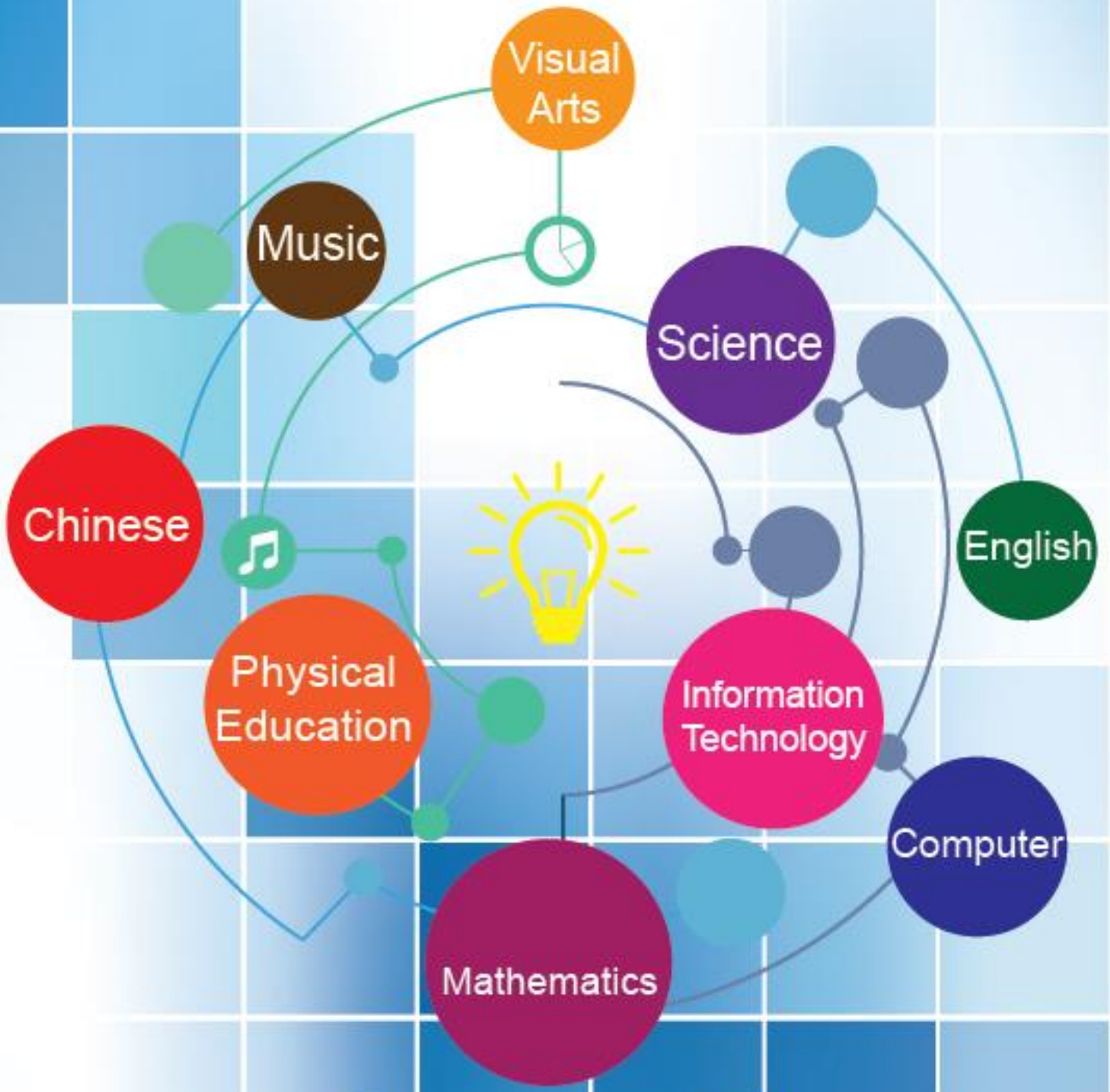
柏立基教育學院校友會 何壽基學校
SRBCEPSA HO SAU KI SCHOOL



網上自學手冊

On-Line Self Study Handbook

Class: _____
Name:_____

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1. Users' Guide

In order to establish pupil's self-directed learning abilities and to achieve the goal of life-long learning, we are implementing different e-learning tools as part of our school curriculum. The use of e-learning tools help pupils to learn anytime and anywhere.

Attached is a list of guidelines teaching pupils and parents how to use different e-learning tools independently. Pupils and parents are encouraged to use the suggested e-learning tools to facilitate learning.

Please feel free to contact our technician of IT team (Tel: 24556111) if you have any question.

2. Example of Label on Homework Diary

學生登入系統: Student Login System
以下網站同學可經學校網頁內的自學站登入
Students can login the following self-study web sites in the school webpage.
網址 Website: http://www.hosauki.edu.hk/selflearn.php

學生姓名 Student Name:陳大文 BRAR SURVEEN KAUR 班別 Class:1A 學號 Class no: 1

中文科組別 Chinese group:小一第四組

學生電郵(Office 365) Student Email: s20s001@hosauki.edu.hk 預設密碼 Default Password: Hsk2455611

Google 戶口 Google account: s20s001@hosauki.edu.hk 預設密碼 Default Password: 24556111

學校內聯網系統 Eclass Junior: s20s001 預設密碼 Default Password: 20101012

● 數學科 Mathematics: 現代數學 ● 常識科 General Studies: 常識教育網 ● 普通話科 Putonghua: 來說普通話	登入名稱 Login: s20s001 預設密碼 Default Password: 24556111
● 普通電腦科 Computer Lit:	登入名稱 Login: s20s001@hosauki 預設密碼 Default Password: 24556111

● 中文科 Chinese: Oxford iSolution ● 英文科 English: Pearson Ebook ● 音樂科 Music: 朗文音樂 ● 香港教育城 HKedcity	登入名稱 Login: hsk-210068 預設密碼 Default Password: 24556111

Student information Google Education login (Default Password：24556111)

Subject login id and password

HKedcity login id and password

3. Learning resources on school website

Intranet

1. School Homepage (www.hosauki.edu.hk)
2. Input login name and password

Enter Login name

Enter Login password

Press “Login” button

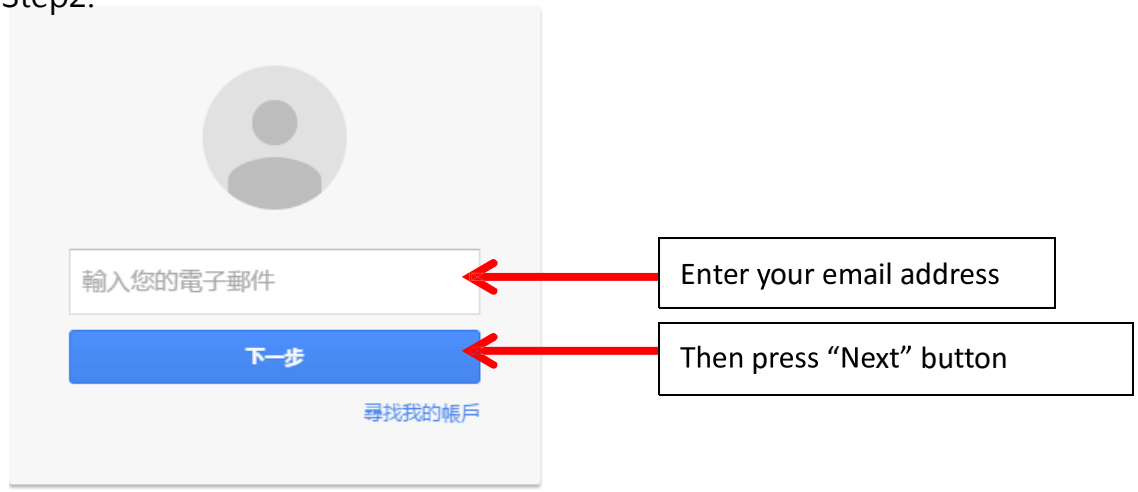
For "Login Name" and "Password" refer to the "Student Homework label"

3.1 Google education

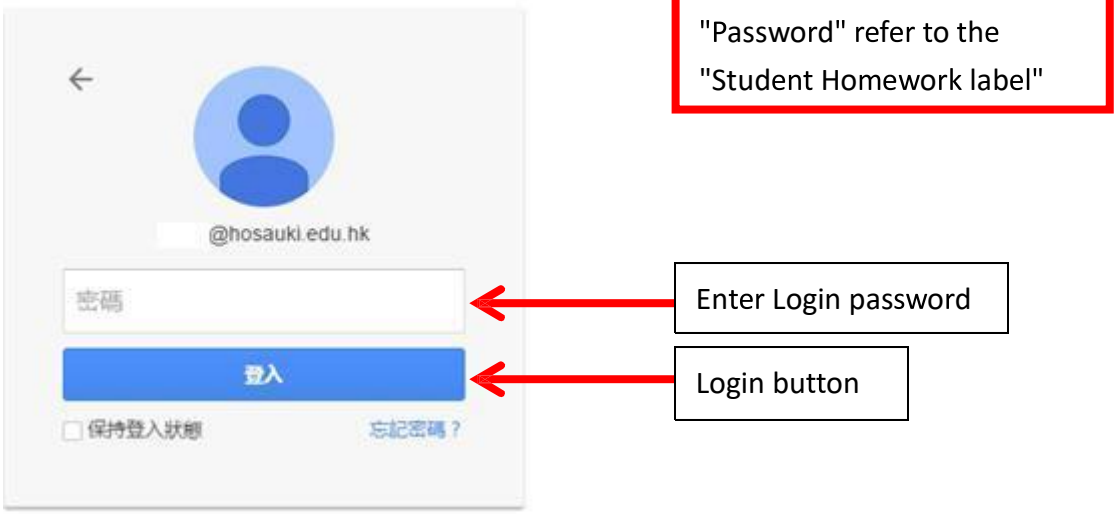
In order to improve students' self-learning ability, we prepare the e-learning platform, Google education. Google education is a multi-functional e-learning platform for students to learn anytime and anywhere.

Step 1. Enter https://accounts.google.com/ 」website

Step2.



Step3.



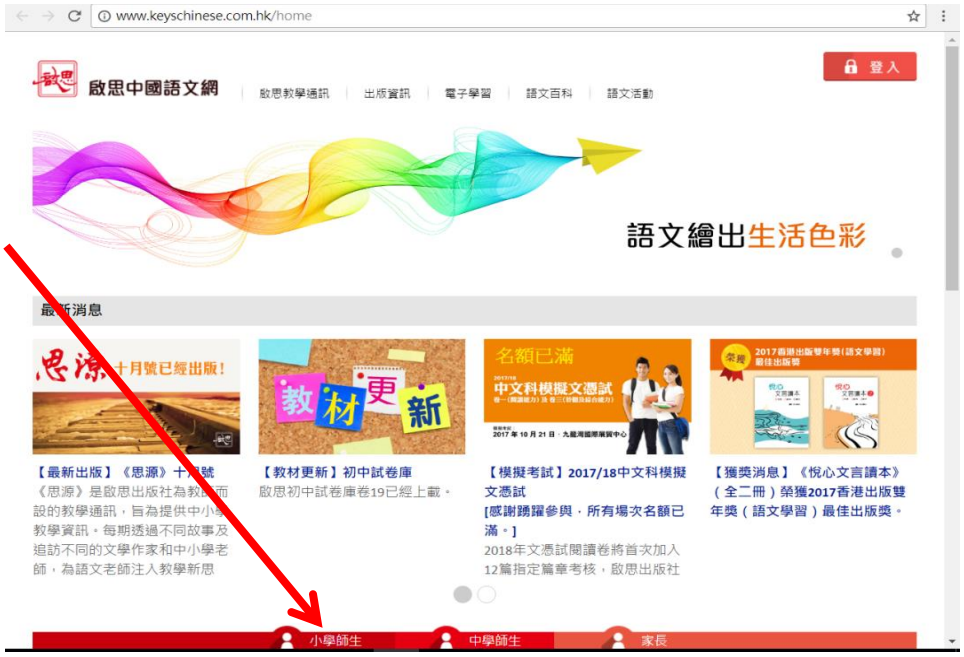
4. Chinese Language

4.1The **Keyschinese** website

In order to help your children sign in on the Keyschinese website to start listening online textbooks,parents can follow the instructions below on how to enter the website:

Step 1. Sign in to the Ho Sau Ki School website (www.hosauki.edu.hk)→ learning & teaching→Chinese →Keyschinese website

Step 2. Click read online.



Step 3.Click textbook read aloud→learn more.

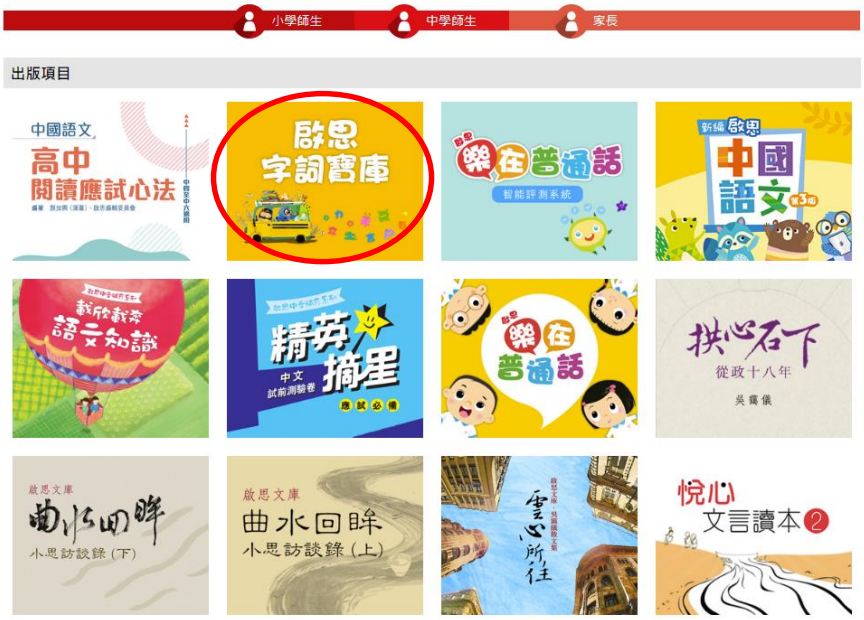
Step 4.Click for listening.

4.2 Revision of Chinese Dictation

Pupils can revise the Chinese Dictation on our school website. The instructions are as follow:

1. Sign in to Ho Sau Ki School website →→ learning & teaching→Chinese →Keyschinese website

1. Press Dictation.



2. Press Dictation.

3. Pupils can listen to the Dictation content after they log in.

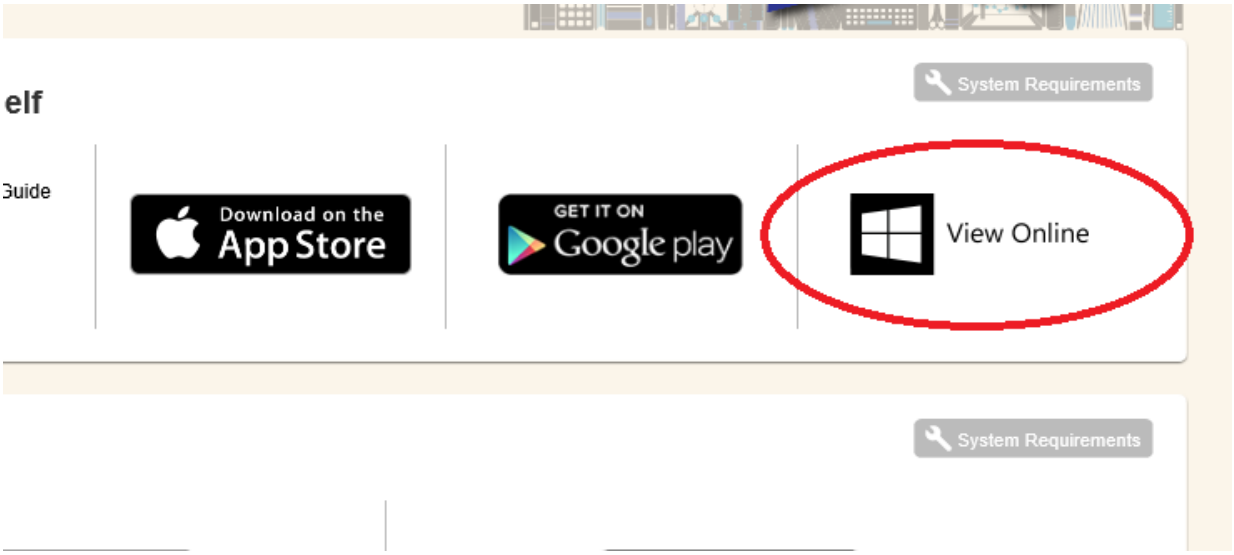
5. English

5.1 Pearson Longman e-Textbook

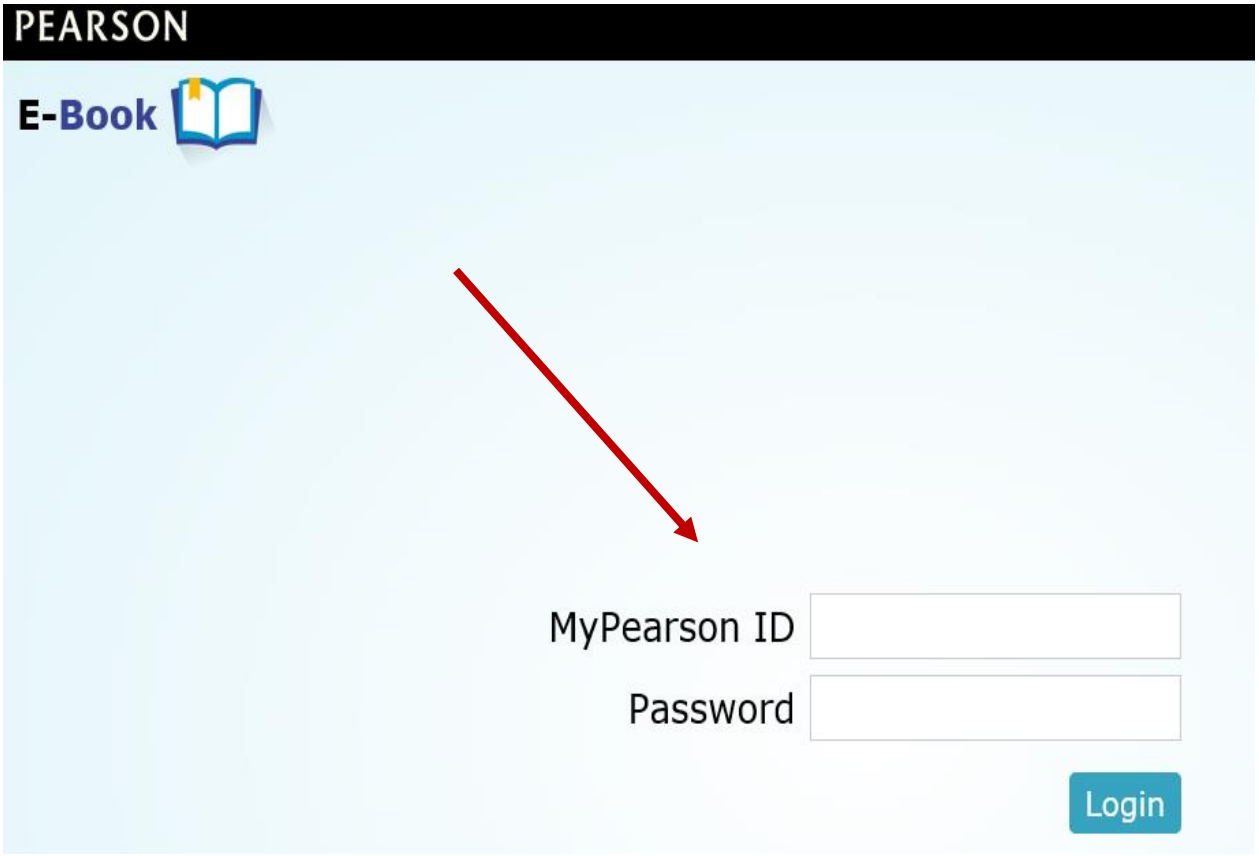
In order to let pupils learn through the internet learning platform, please log in the 'e-Textbook'. The instructions are as follow:

1. Sign in to Ho Sau Ki School website → Learning and Teaching→ Self-Learning website→ English → Choose 'PEARSON E-Book'.

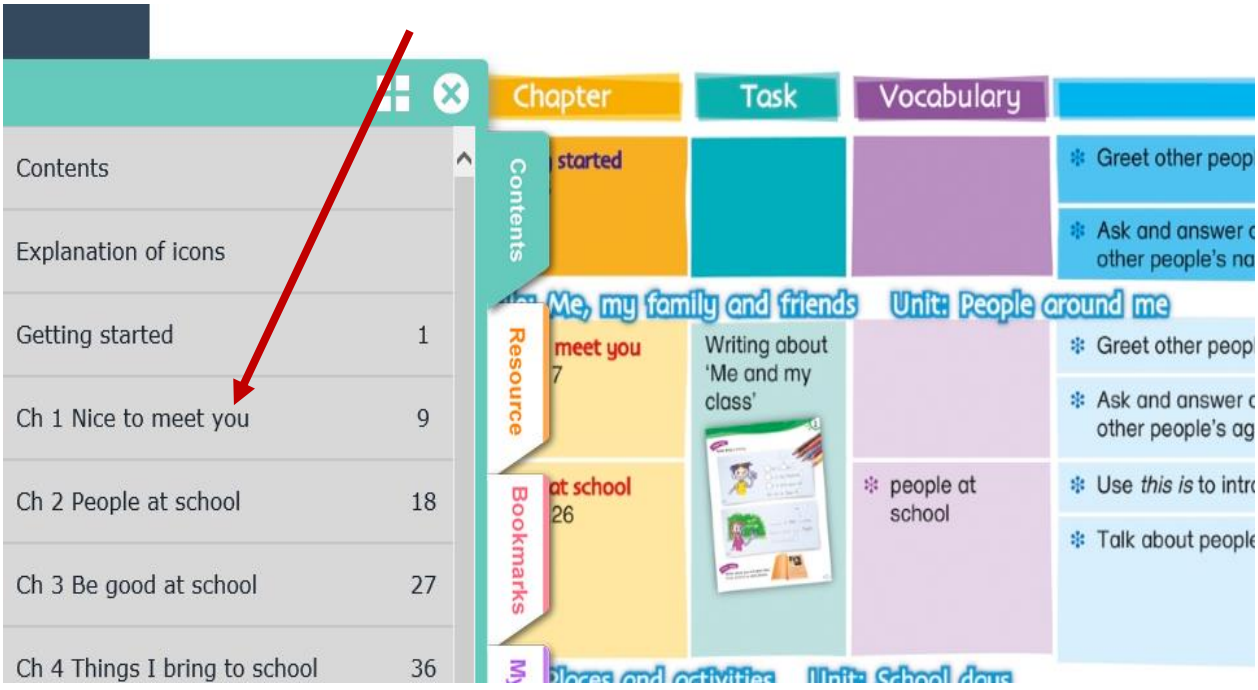
2. Press 'View Online'.



3. Log in using the assigned ID and Password.

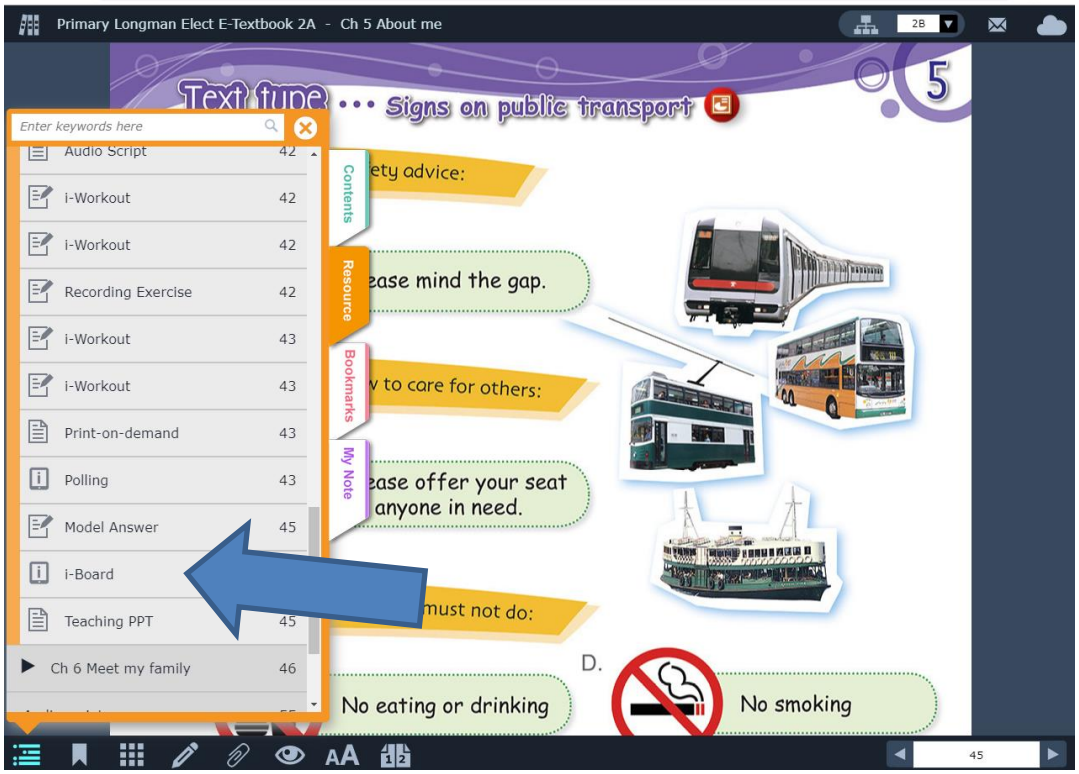


4. Choose the chapter after you log in.



5. Pupils can do preparations and revision at home. They can also finish the assignments their teachers have given them.

6. E-assignment: Students can complete e-assignment at school or at home.



Note:
Parents may view the following tutorials from the publisher on different e-textbook functions:

PLET e-Textbook how to use (Before Class Functions 1) https://youtu.be/5GIwLqQwnrU	
PLET e-Textbook how to use (Before Class Functions 2) https://youtu.be/NwQJrX9dtzk	
PLET e-Textbook interactive functions (during class): iWorkout https://youtu.be/HJWBfGn5adQ	

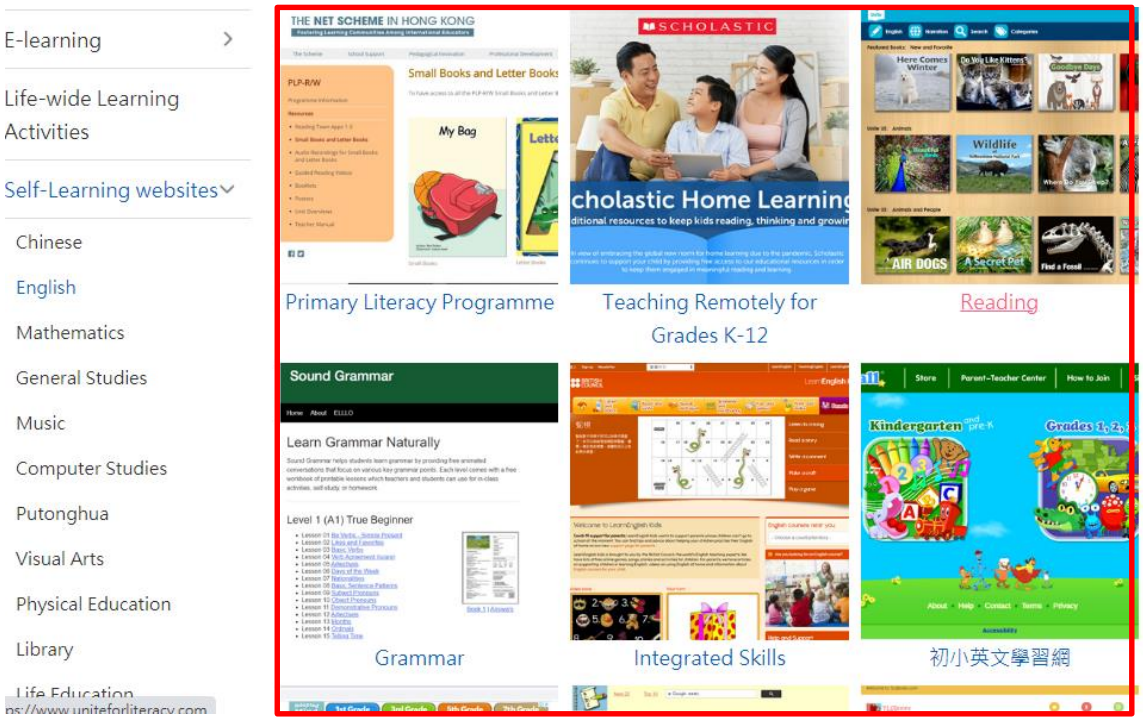
PLET e-Textbook interactive functions (After class): iAssessment https://youtu.be/rVqSwh60IeI	

Feel free to contact our school English teachers if you have any questions regarding e-textbook functions.

5.2 English self-learning websites

In order to let pupils learn through the internet learning platform, please go to our self-learning websites. The instructions are as follow:

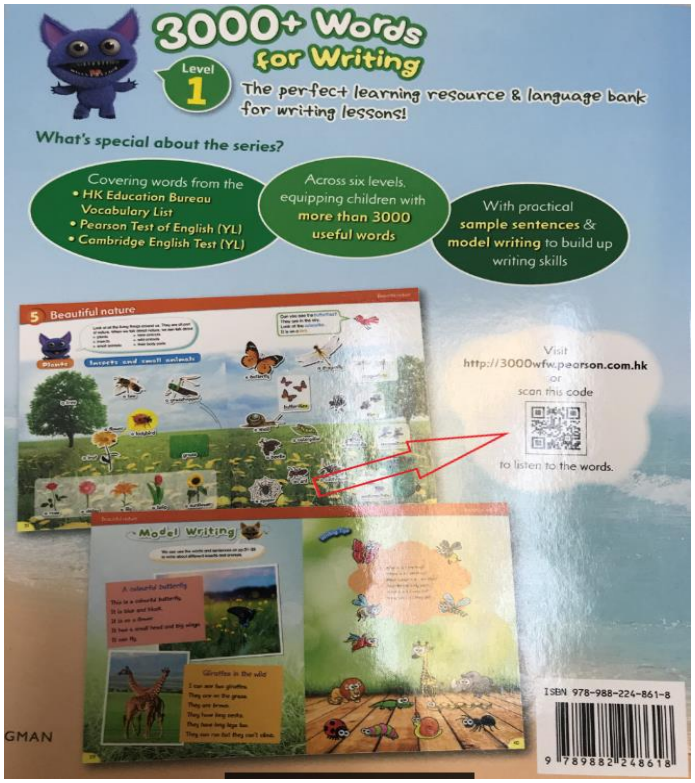
1. Go to Ho Sau Ki School website →Self-Learning website→ English.



Students are advised to browse the above learning content using Internet Explorer.

5.3 <3000+Words for Writing>

Parents can find the QR Code on the back cover of the <3000+Words for Writing>book. Please scan the QR Code to listen to the words in the book.

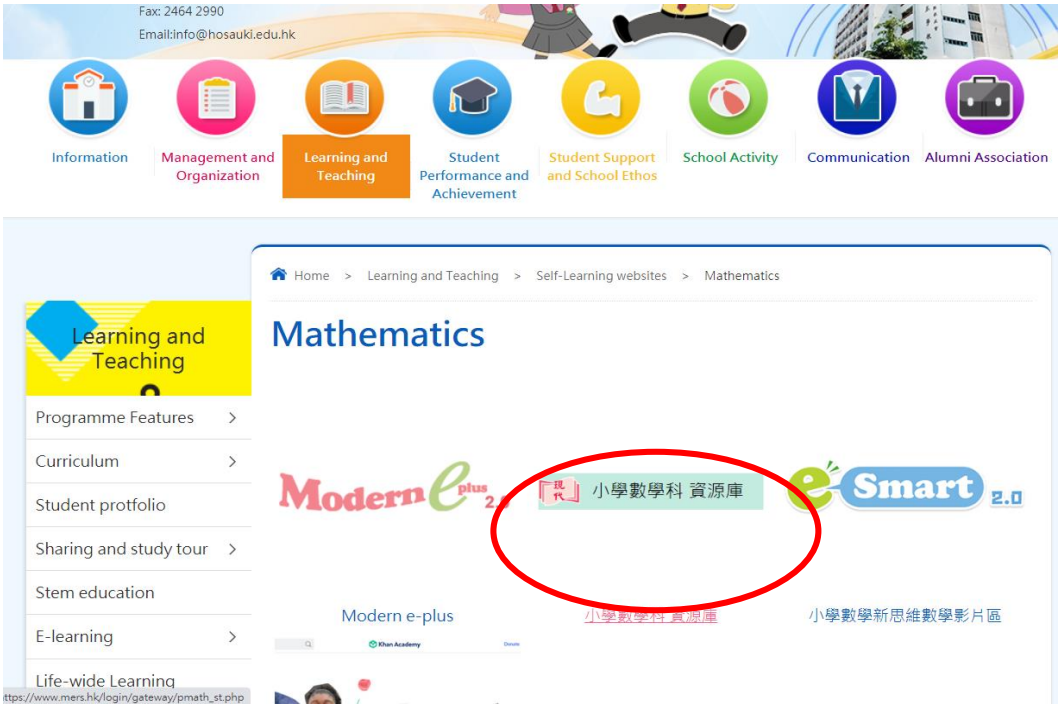

3000+ Words for Writing
Level 1
The perfect learning resource & language bank for writing lessons!
What's special about the series?
Covering words from the
• HK Education Bureau Vocabulary List
• Pearson Test of English (YL)
• Cambridge English Test (YL)
Across six levels, equipping children with more than 3000 useful words
With practical sample sentences & model writing to build up writing skills
5 Beautiful nature
Visit http://3000wfw.pearson.com.hk or scan this code
to listen to the words.
Model Writing
ISBN 978-988-224-861-8
9 789882 248618

6. Mathematics

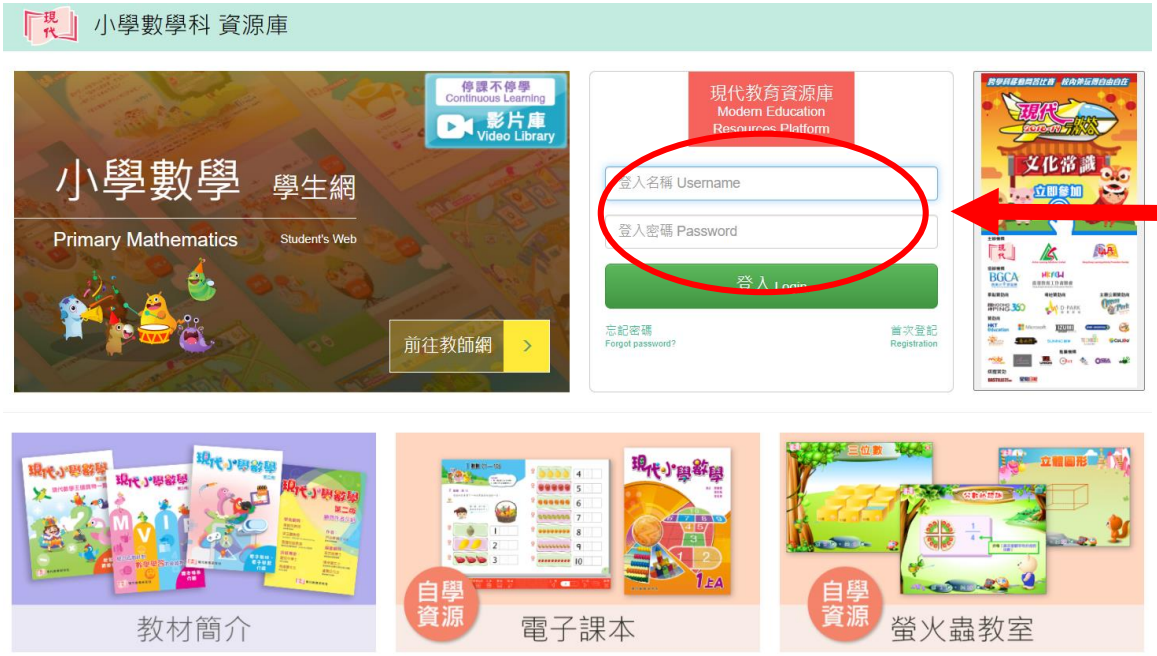
Modern mathematics web

Step 1. Go to school website (www.hosauki.edu.hk) and select “Learning and Teaching” →“Self-Learning website” →“Mathematics”;

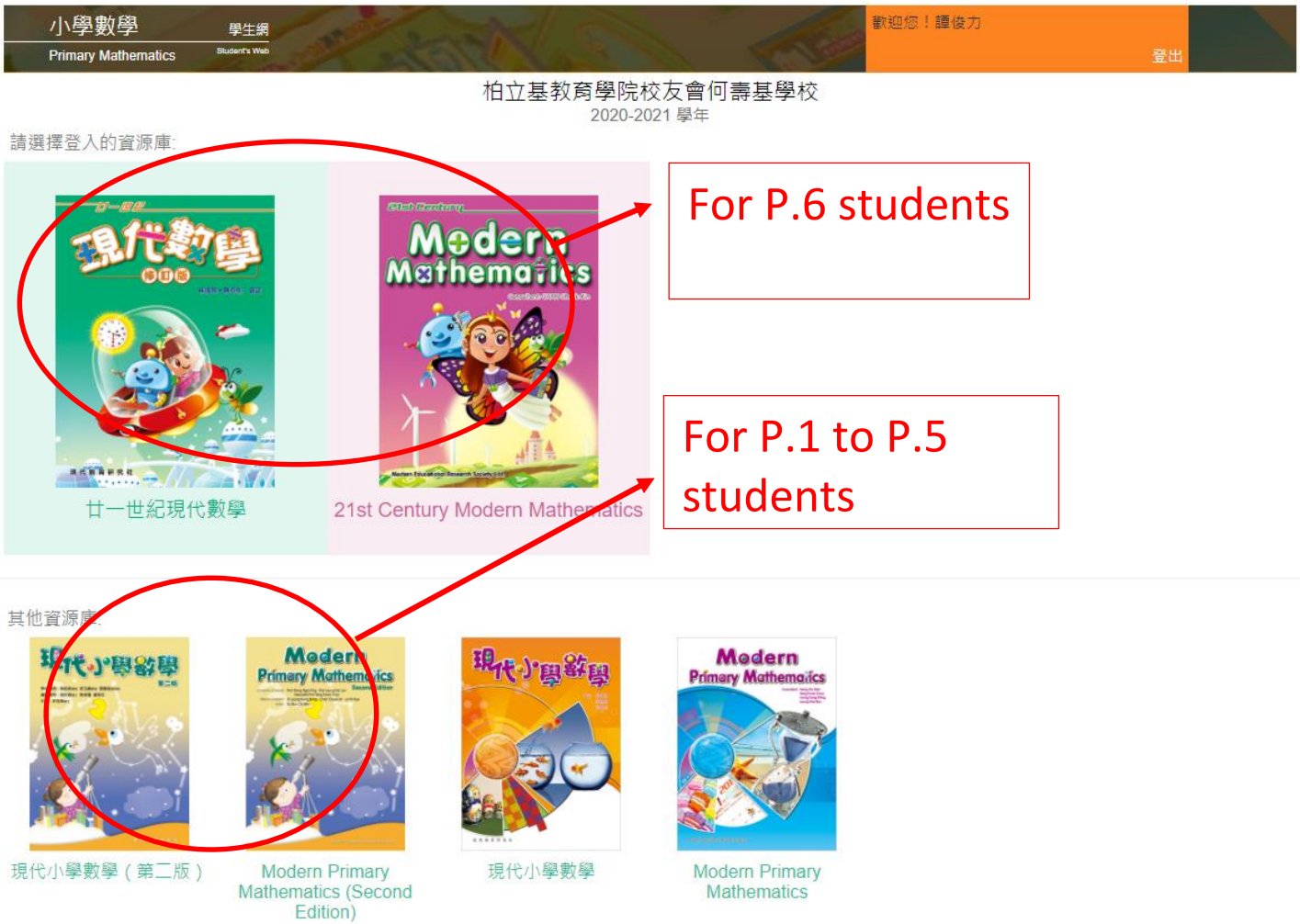
Go to Mathematics Section and select 21st Century Modern Mathematics Web



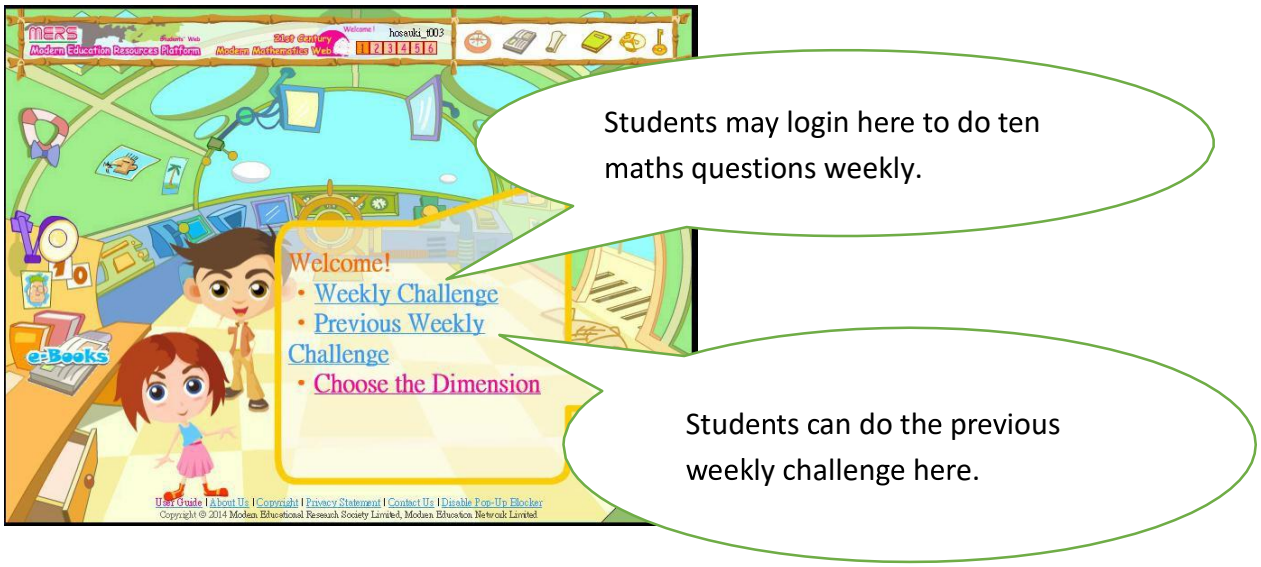
Step2: To enter Modern Mathematics Web and enter the login name and password.



Step 3. Select your textbook

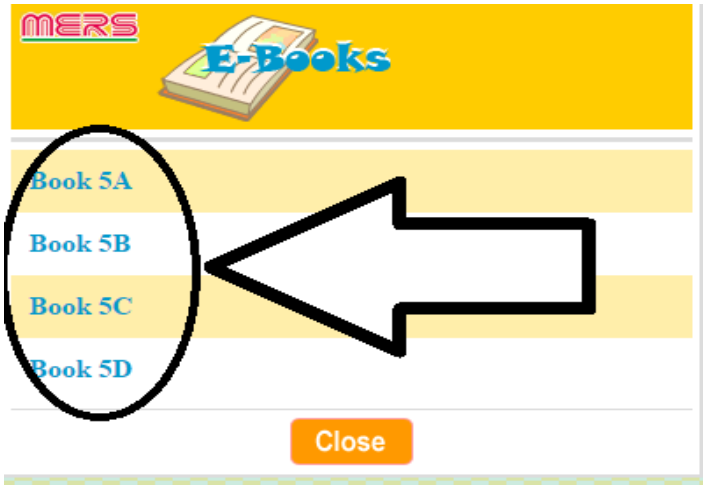


Step 4. If you select “P.6” textbook, you will see the picture below.



Choose the learning material (e-book)

Choose the correct chapter. The target vocabulary for revision can be here.



Step 5. Choose the map icon , students can find a lot of activities here.

There are some measuring exercises inside the Bamboo Forest.

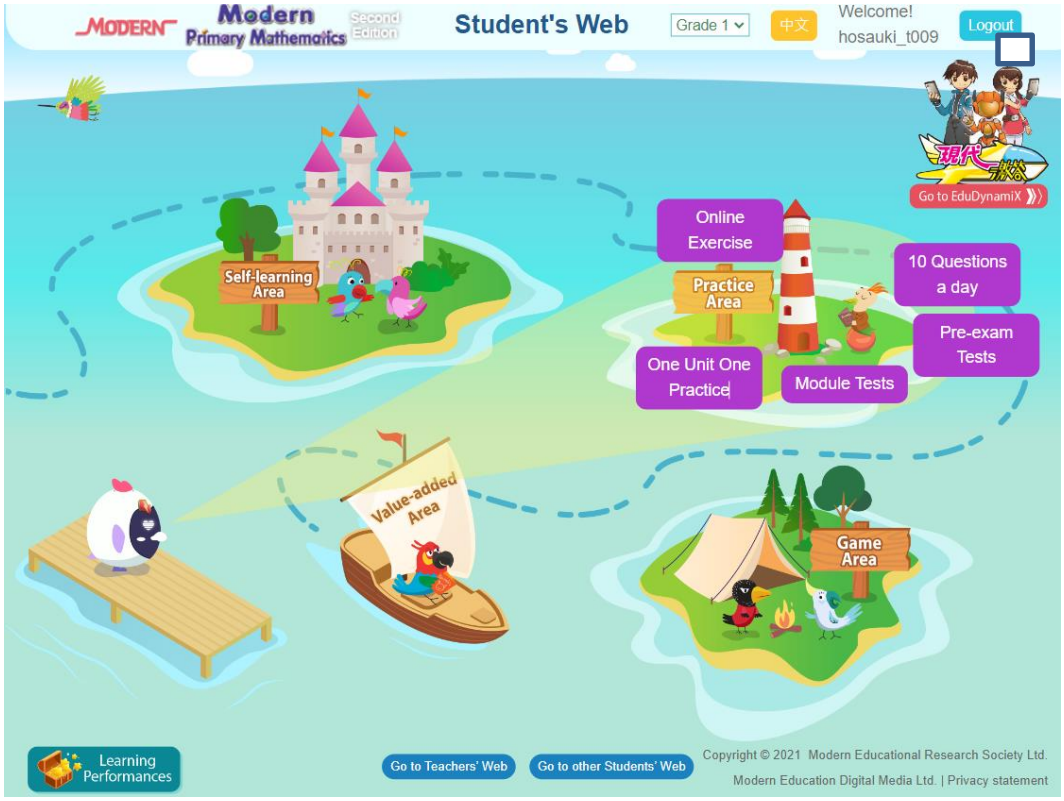
There are revision rooms and game rooms inside the Number Wood.

There are some activities which are related to shape and space desert.

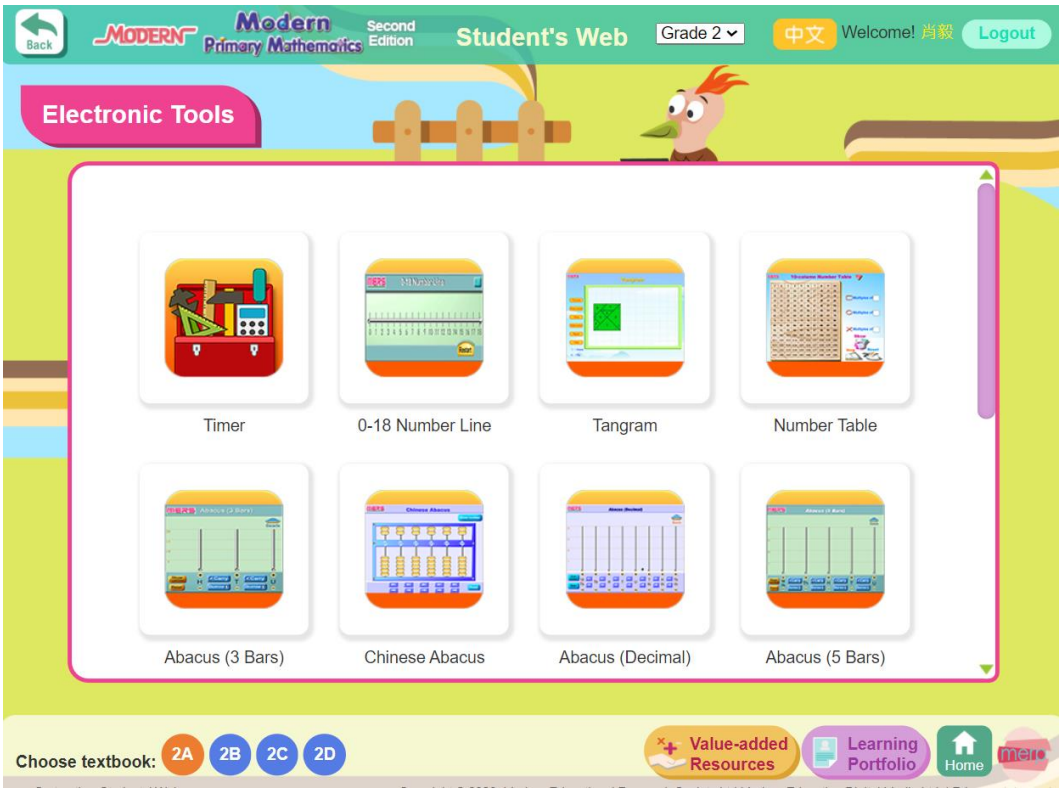
Step 4. If you select “P.1 to P.5” textbook, you will see the picture below.

Self-learning Area: You can find the ebook, speaking textbook and firefly classroom in this area so that you can learn the mathematics in anytime you like.

Game Area: There are some games for you to play and learn mathematics.



Practice Area: There are some exercises for you to practices such as 10 questions a day, one unit one practice and module tests.



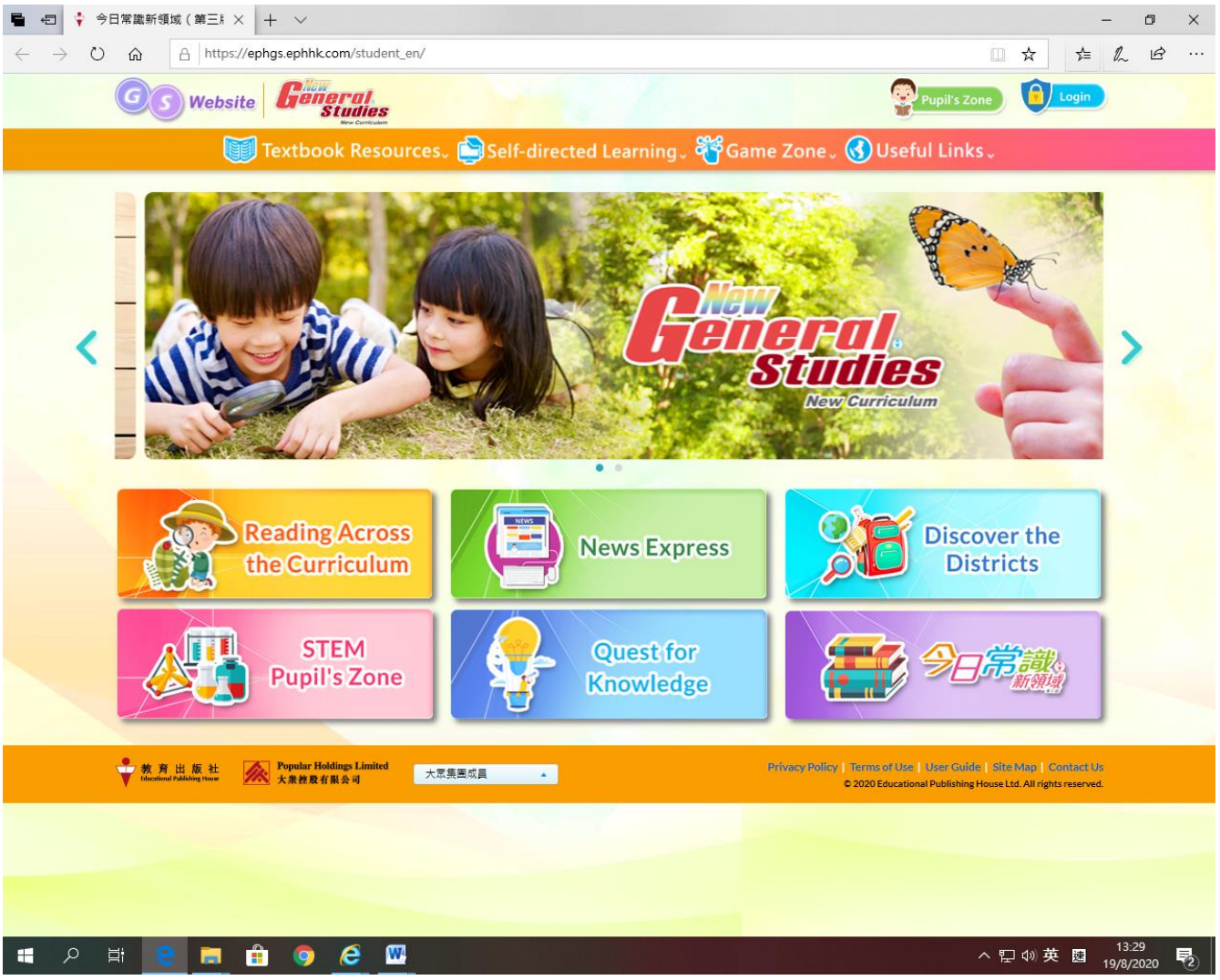
E-Tools: There are some electronic tools e.g. Tangram, Abacus and Number table for you to learn mathematics.

7. General Studies

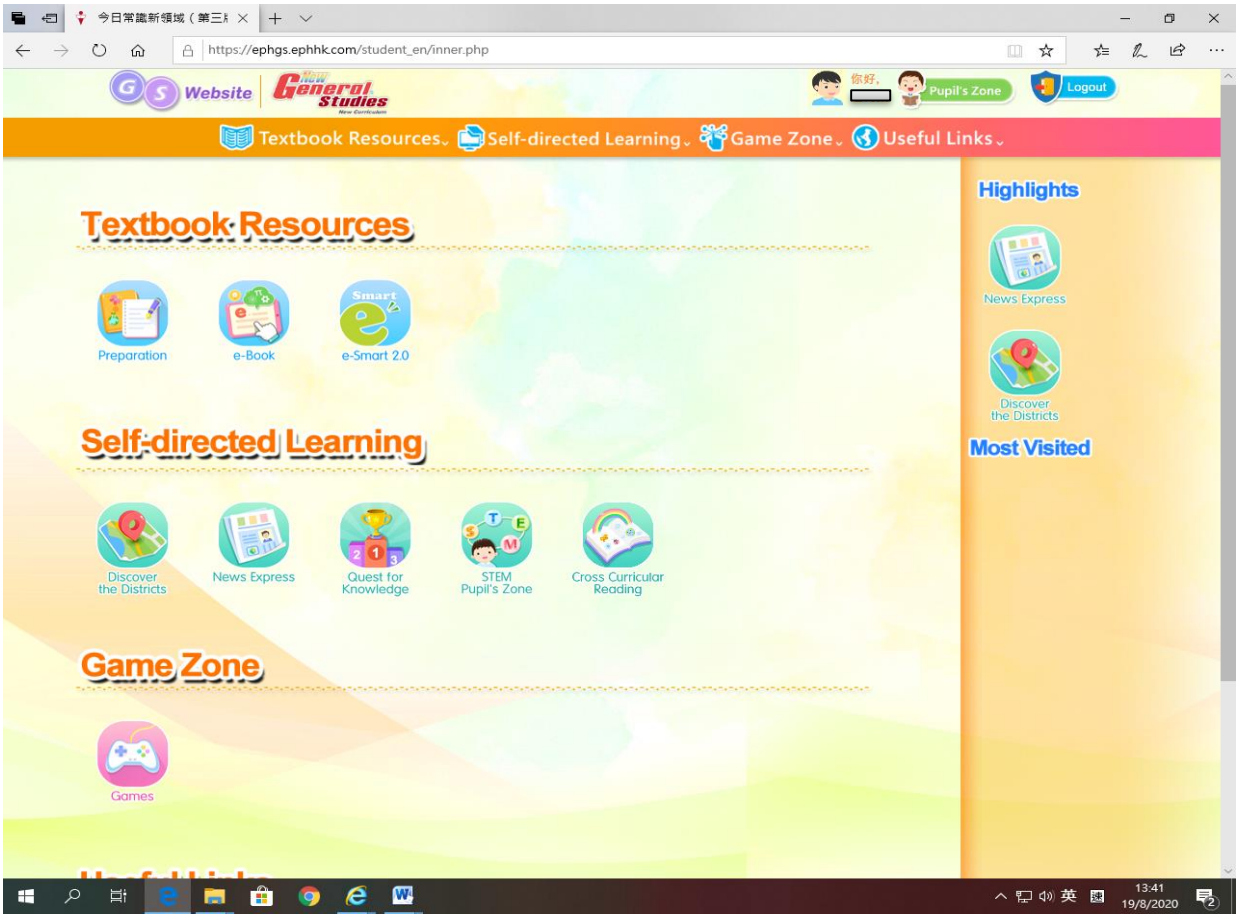
7.1 General Studies' Education Website

Step 1. Login the website: https://ephgs.ephhk.com/student_en/

Step 2. Login the student account:



Step 3. Read the information and self-directed learning:



8. Music

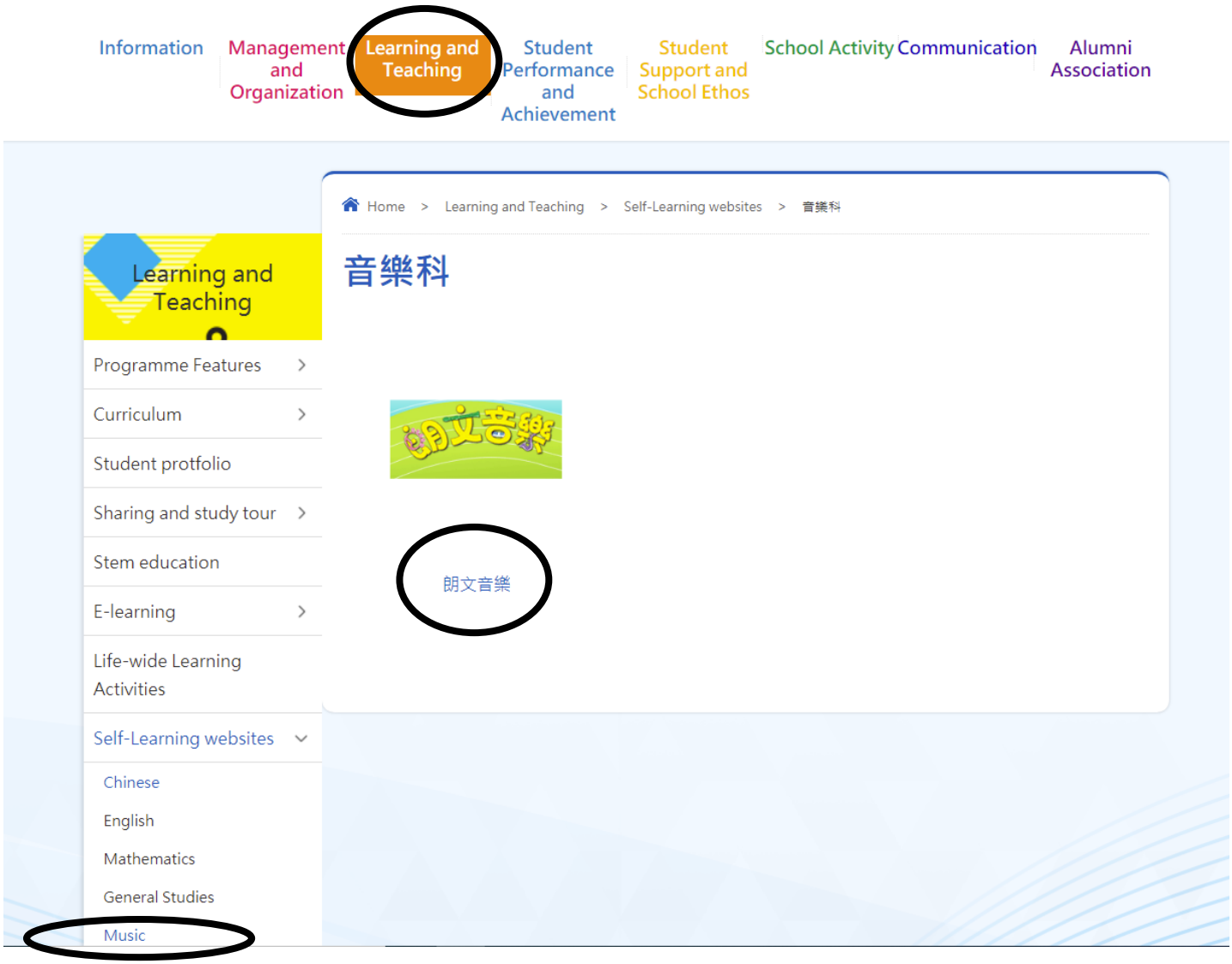
(English version has not been provided on this website by the publisher.)

Pearson Longman

Step 1. Go to [Pearson Hong Kong (ilongman.com)](ilongman.com)website

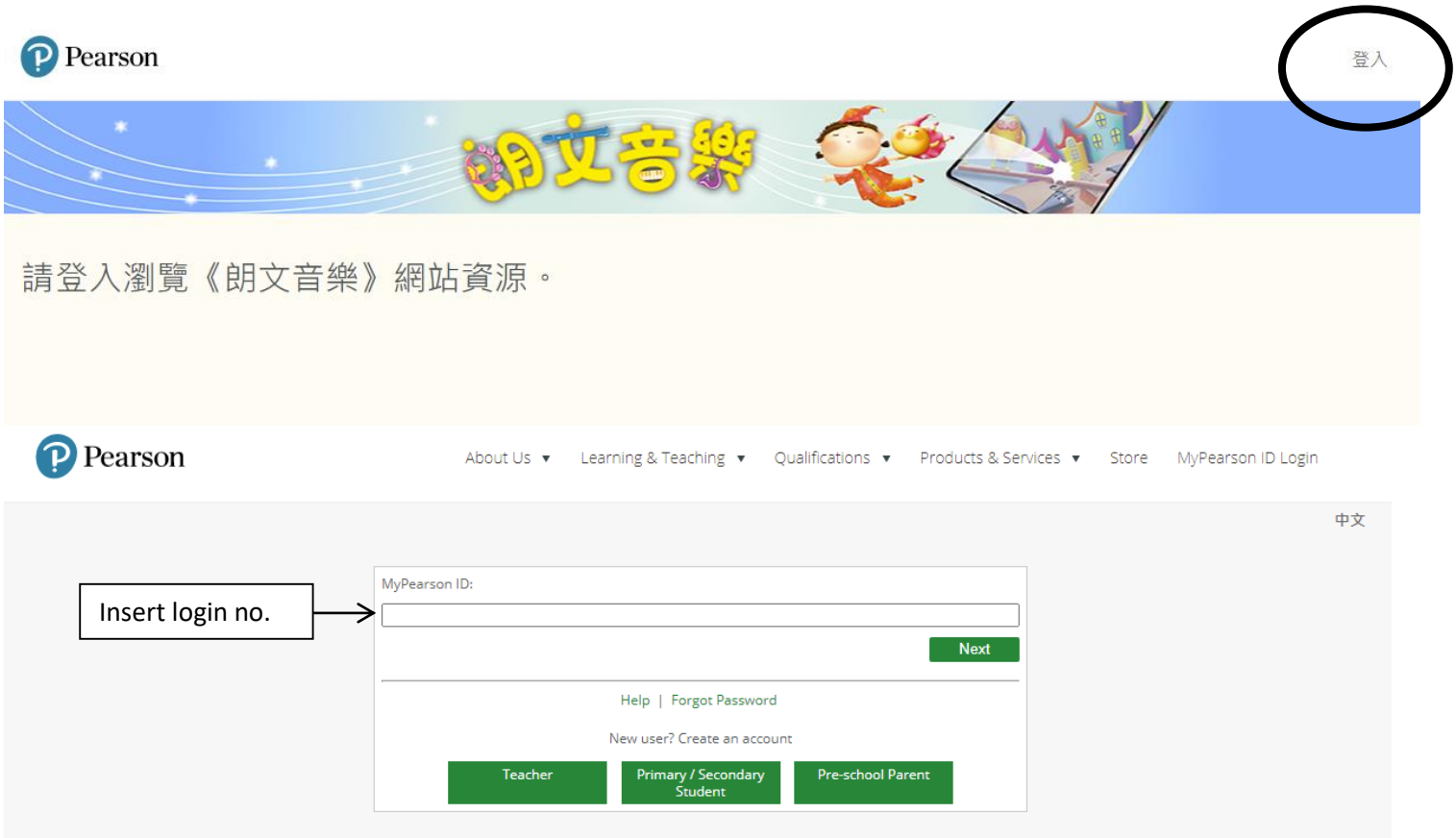
Or go to the school website (www.hosauki.edu.hk) and select “Learning & Teaching”；

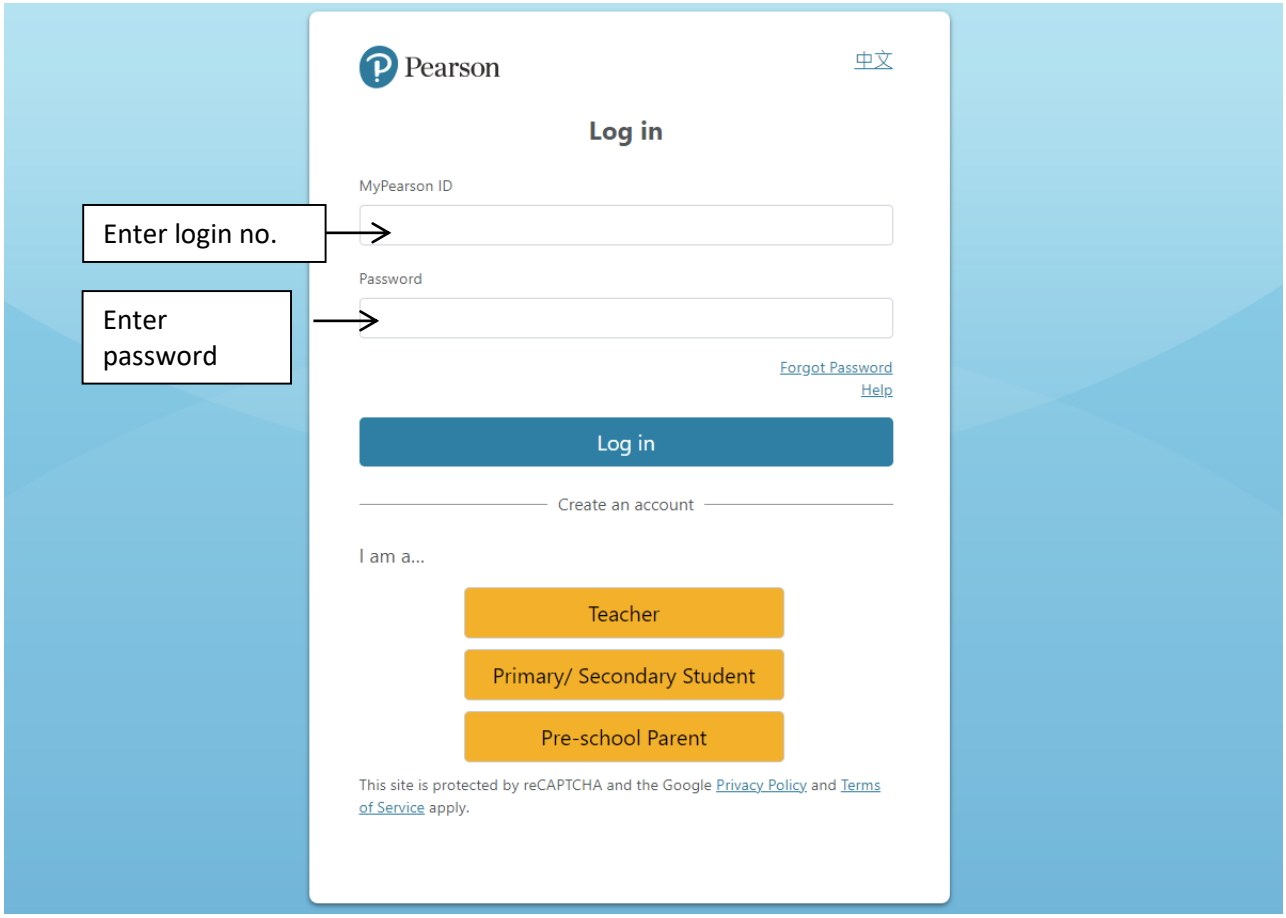
Go to the Self-learning websites and select Music; select internet learning platform: “朗文音樂”.

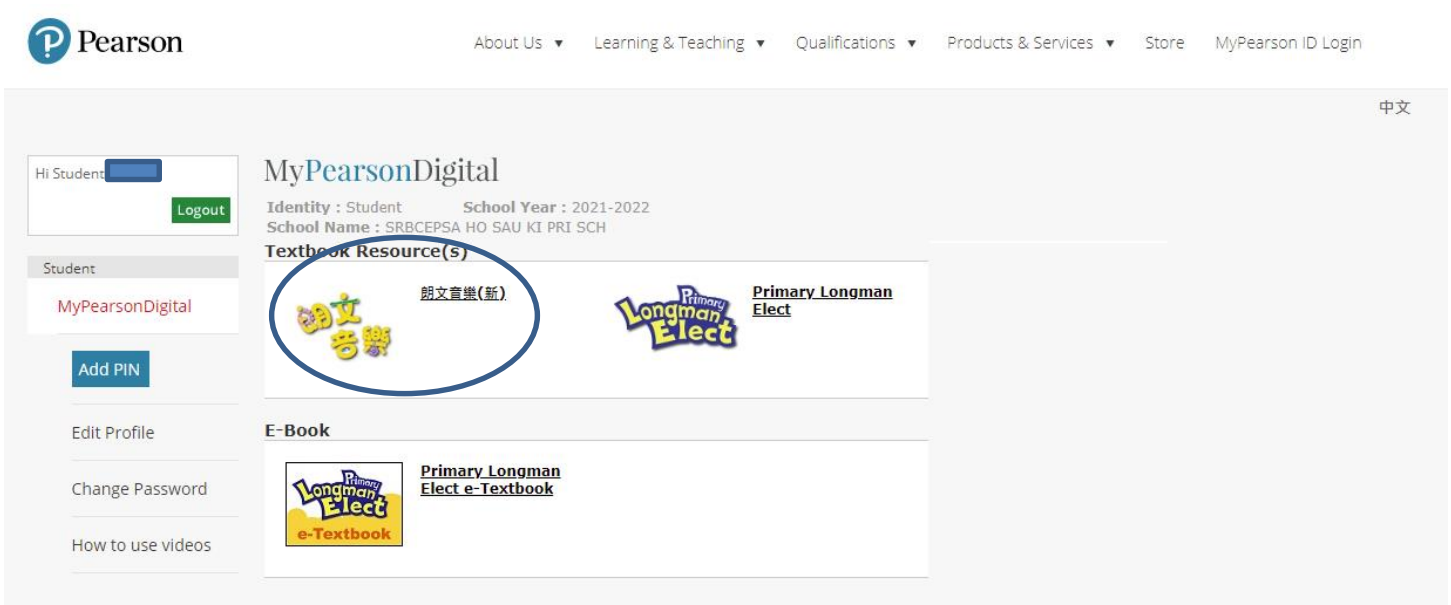


Step 2. Students can learn music knowledge through different activities on this website.

Input "User ID" and "Password" then select the ebook.




Pearson
中文
Log in
MyPearson ID
Password
Forgot Password
Help
Log in
Create an account
I am a...
Teacher
Primary/ Secondary Student
Pre-school Parent
This site is protected by reCAPTCHA and the Google Privacy Policy and Terms of Service apply.
Enter login no.
Enter password


Pearson
About Us
Learning & Teaching
Qualifications
Products & Services
Store
MyPearson ID Login
中文
Hi Student
Logout
Student
MyPearsonDigital
Add PIN
Edit Profile
Change Password
How to use videos
MyPearsonDigital
Identity : Student
School Year : 2021-2022
School Name : SRBCEPSA HO SAU KI PRI SCH
Textbook Resource(s)
朗文音樂(新)
Primary Longman Elect
E-Book
Primary Longman Elect e-Textbook

Pearson

Self-study
every day

學生園地

影片頻道

NAXOS音樂平台

互動課堂

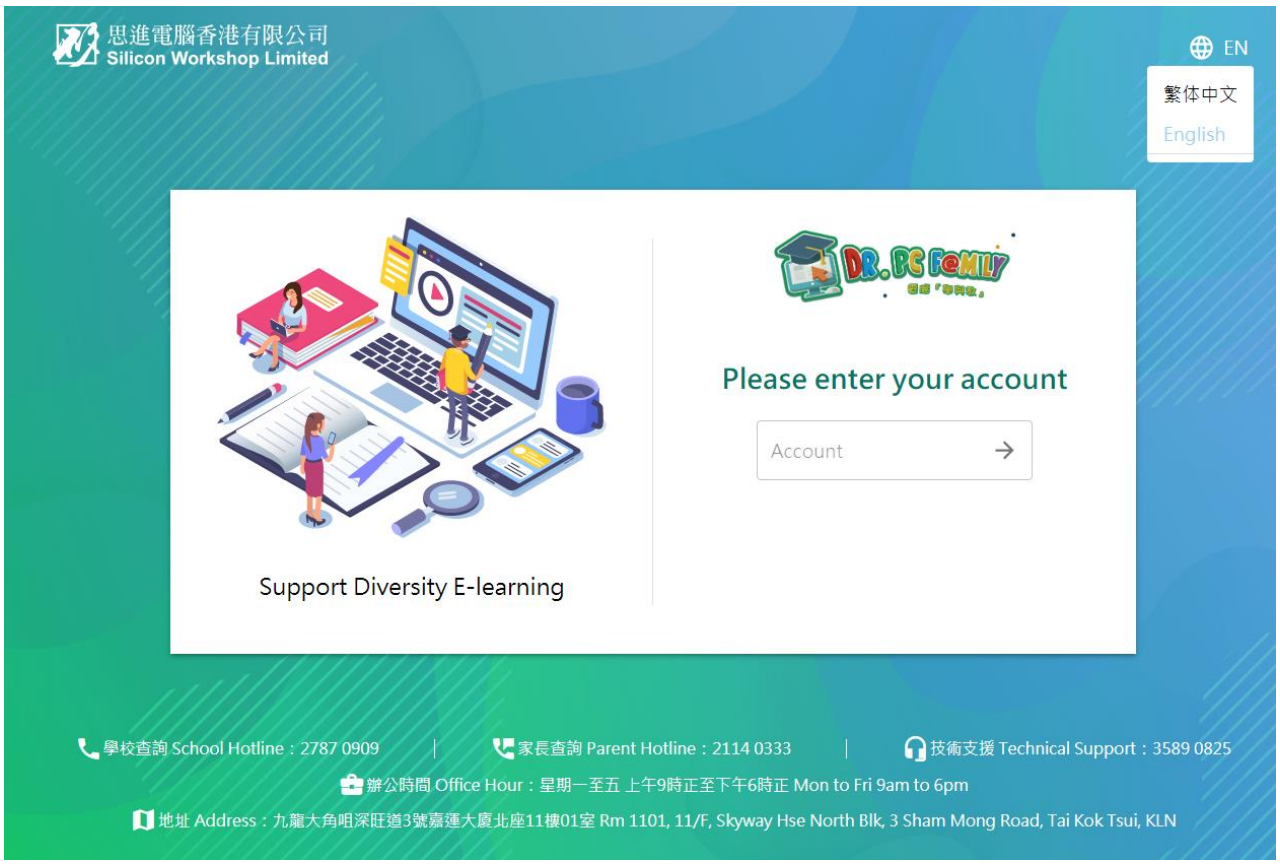
工具庫

電子資源
使用方法

9. Computer Literacy

Step 1：

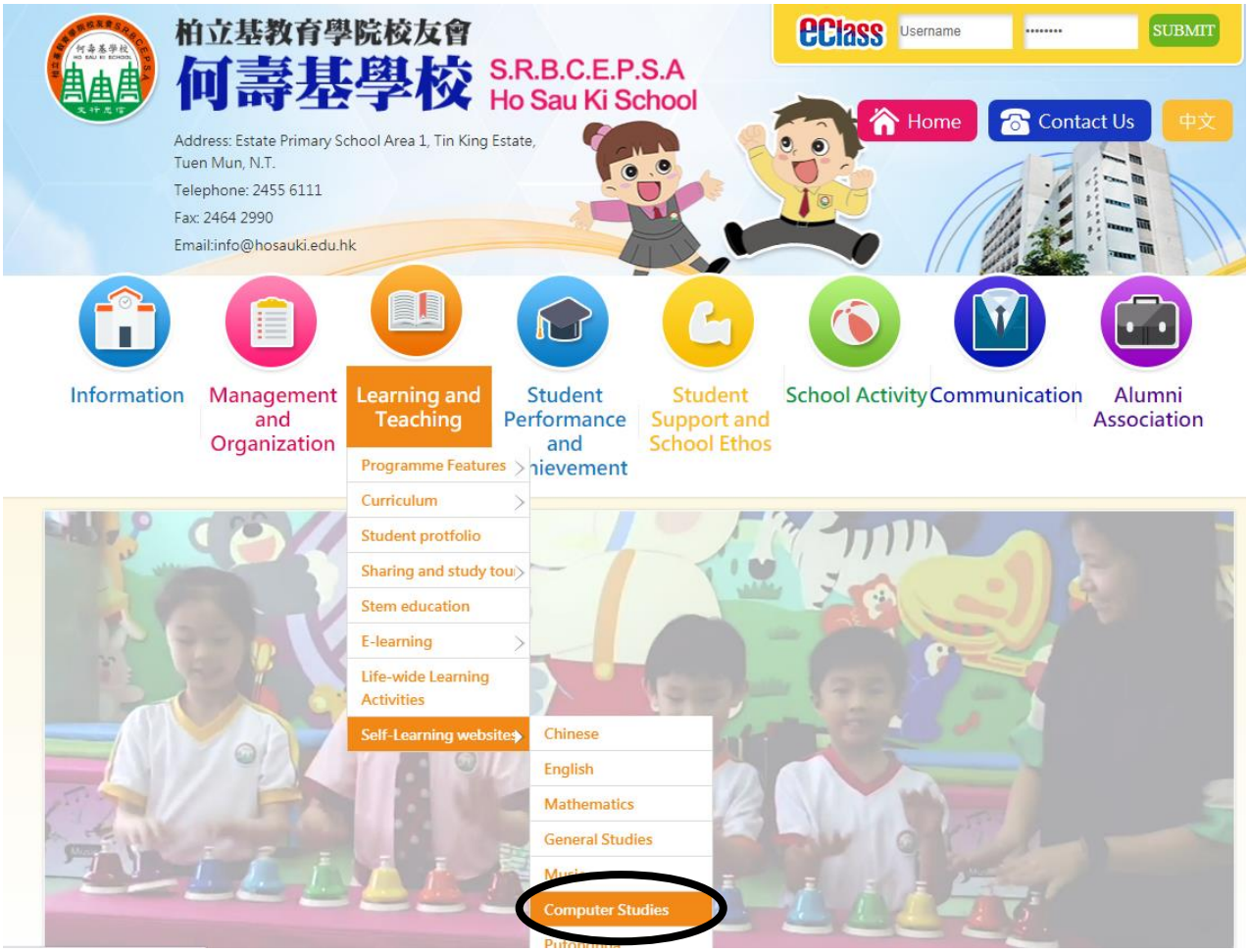
1. First enter the Dr. PC Family website https://hk.drpcfamily.hk/；
2. Then enter the "Username" and "Password". E.g. sXXsXXX@hosauki；



Or

1. Go to the school website (www.hosauki.edu.hk) and select “Learning and Teaching”→ “Self-learning website”→”Computer Studies”；

2. Go to the Computer Studies Section and select internet learning platform: “Dr. PC Family”；



電腦科

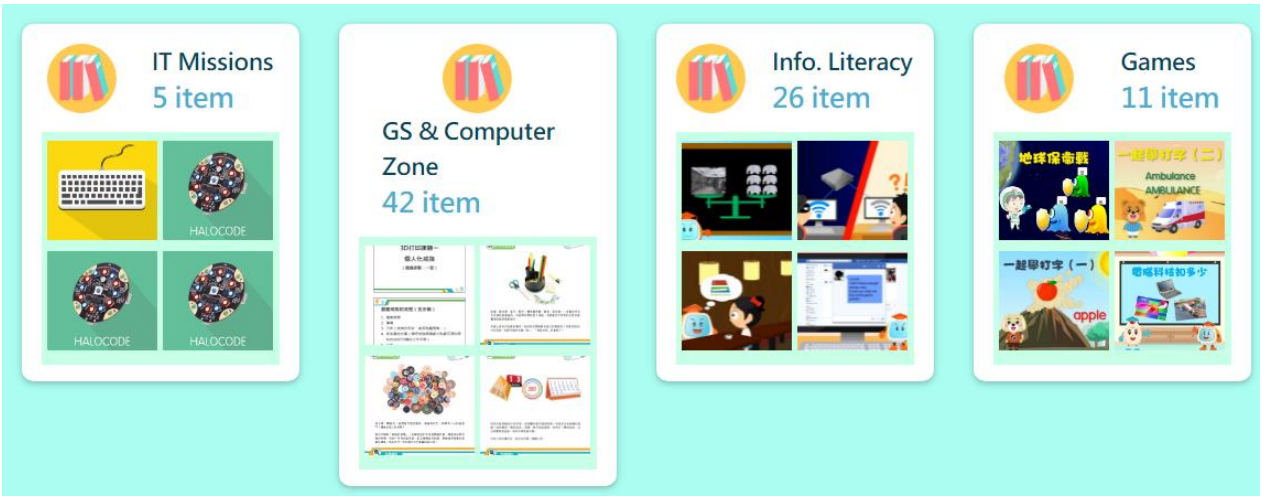
Dr PC Family 電子書

Office 365

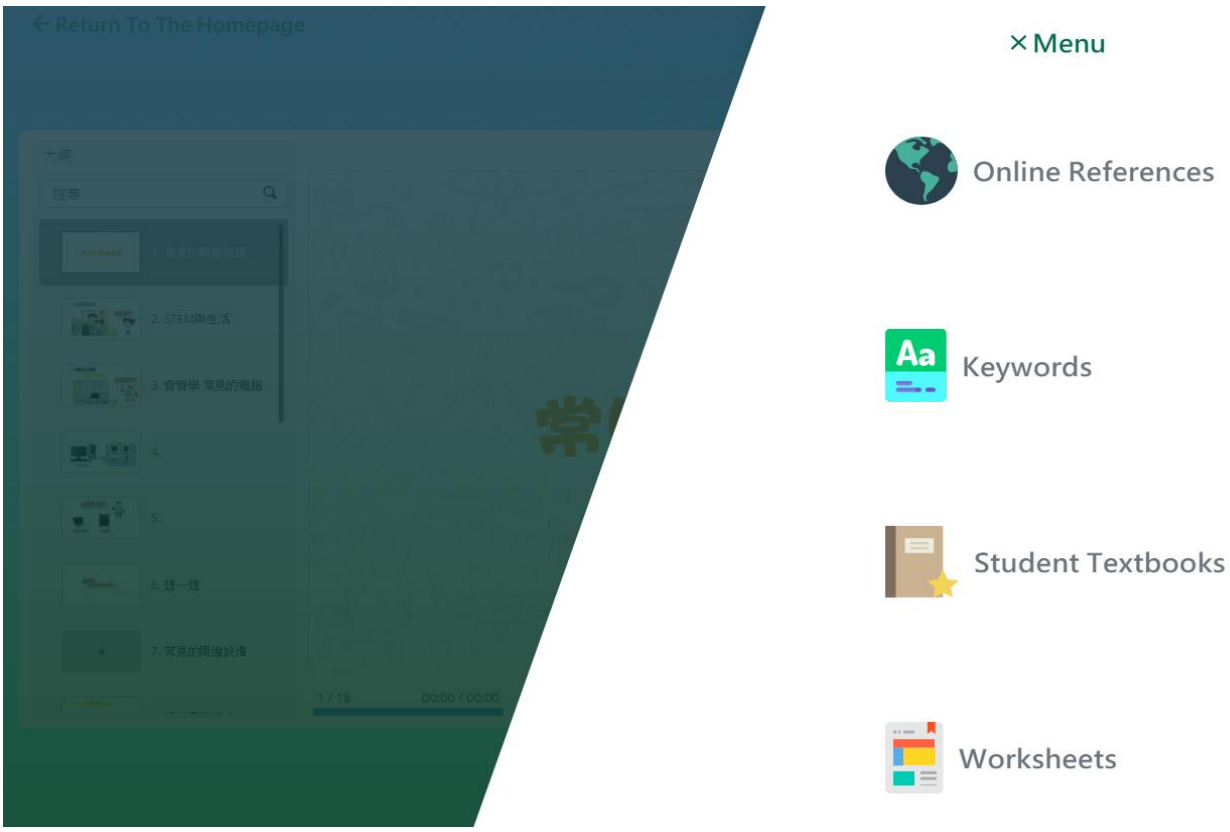
SCRATCH 資源
SCRATCH 程式設計 交流
SCRATCH 介紹

Step 2：

1. In the main page, students can select four tasks to do namely: “e-Book” , “IT Missions”, “Games” and “Info. Literacy”；



“e-Book” includes “Online References”, “Keywords” , “Student Textooks” and “Worksheets”.



1. Students can read the IT textbook to revise prior knowledge learned in the classroom lesson；
2. Students can read the unit on this page directly；

「Games」

1. Students can revise the computer knowledge through playing interactive games；

「IT Missions」

1. Students can download some special task here;

「Info. Literacy」

1. Students can watch some videos about information literacy:

10. Putonghua

Step 1. Log in to the website: https://ephpth.ephhk.com/student/

Step 2.Log in to the student account:

Step 3: Go to the main page

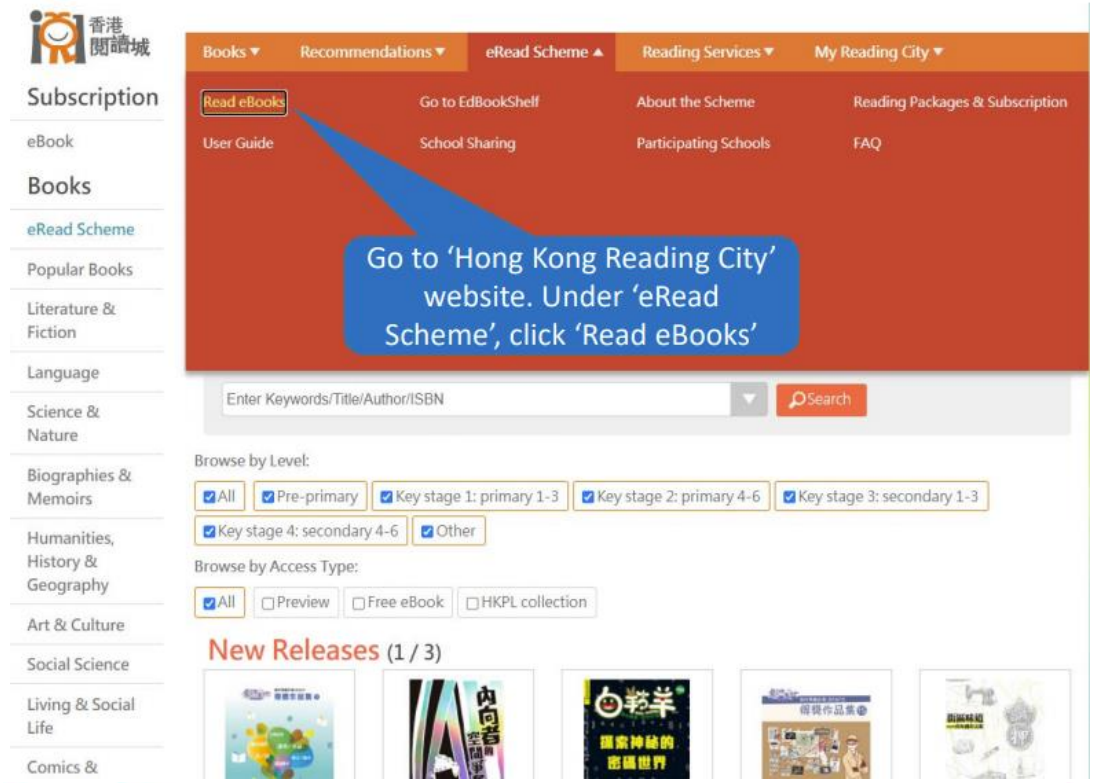
翻轉教室(Flipped classroom)

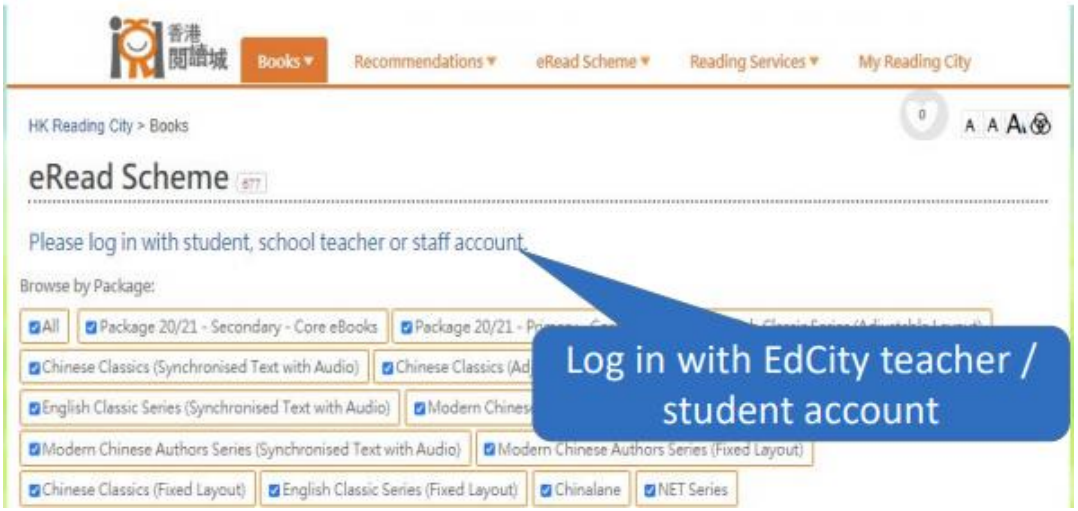
Step 4:Read the information and go to the flipped classroom:

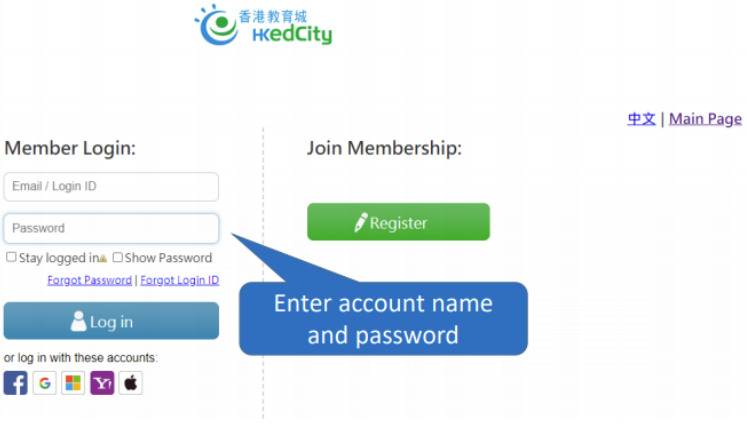
Click on the learning materials

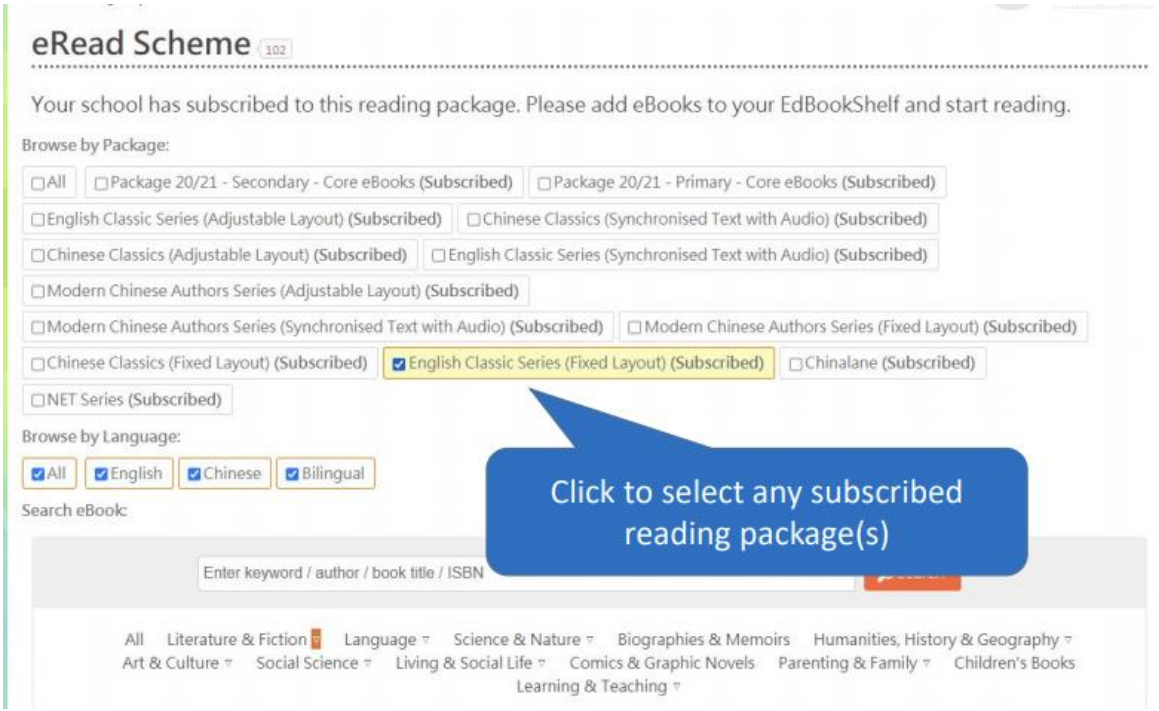
Step 5: Students can complete online exercises and assessments

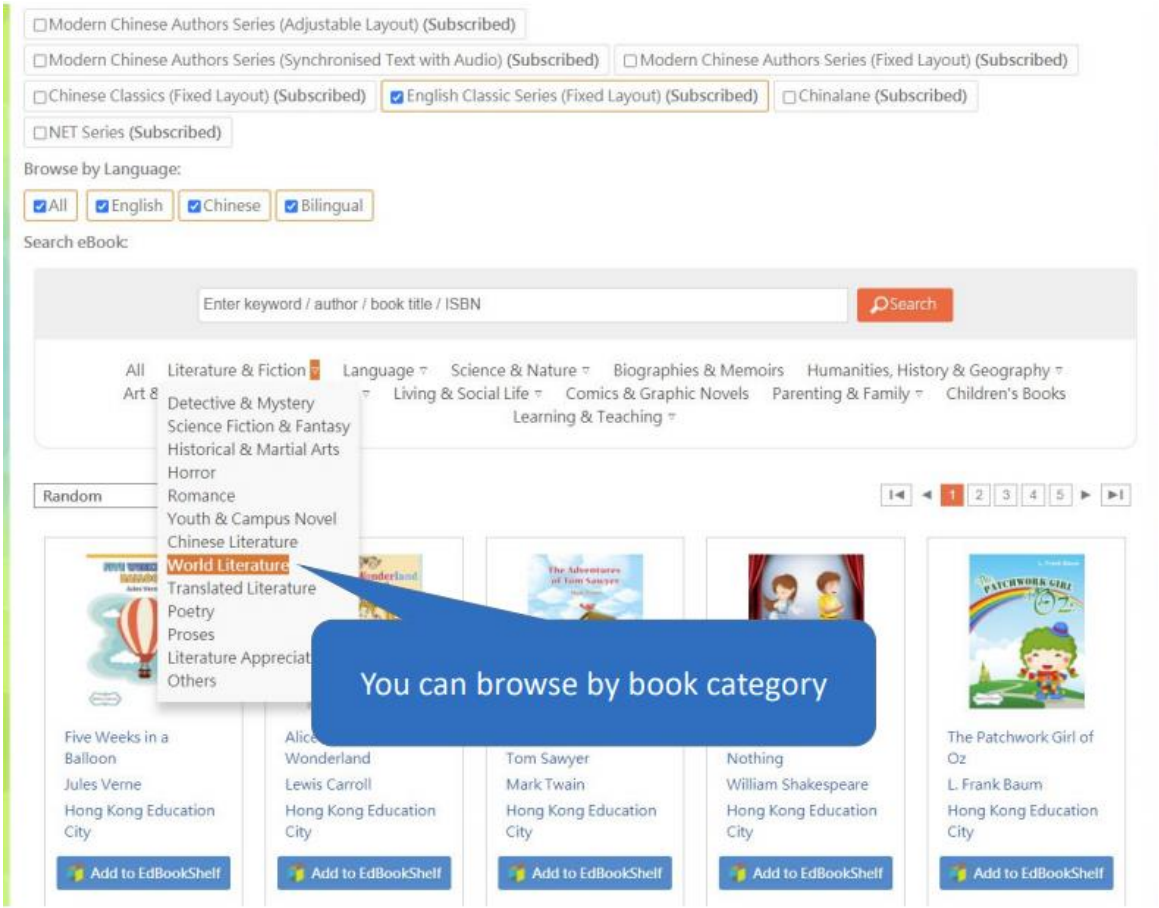
11. eRead Scheme Read eBooks








eRead Scheme 102
Your school has subscribed to this reading package. Please add eBooks to your EdBookShelf and start reading.
Browse by Package:
All
Package 20/21 - Secondary - Core eBooks (Subscribed)
Package 20/21 - Primary - Core eBooks (Subscribed)
English Classic Series (Adjustable Layout) (Subscribed)
Chinese Classics (Synchronised Text with Audio) (Subscribed)
Chinese Classics (Adjustable Layout) (Subscribed)
English Classic Series (Synchronised Text with Audio) (Subscribed)
Modern Chinese Authors Series (Adjustable Layout) (Subscribed)
Modern Chinese Authors Series (Synchronised Text with Audio) (Subscribed)
Modern Chinese Authors Series (Fixed Layout) (Subscribed)
Chinese Classics (Fixed Layout) (Subscribed)
English Classic Series (Fixed Layout) (Subscribed)
Chinalane (Subscribed)
NET Series (Subscribed)
Browse by Language:
All
English
Chinese
Bilingual
Search eBook:
Click to select any subscribed reading package(s)
Enter keyword / author / book title / ISBN
All
Literature & Fiction
Language
Science & Nature
Biographies & Memoirs
Humanities, History & Geography
Art & Culture
Social Science
Living & Social Life
Comics & Graphic Novels
Parenting & Family
Children's Books
Learning & Teaching


Modern Chinese Authors Series (Adjustable Layout) (Subscribed)
Modern Chinese Authors Series (Synchronised Text with Audio) (Subscribed)
Modern Chinese Authors Series (Fixed Layout) (Subscribed)
Chinese Classics (Fixed Layout) (Subscribed)
English Classic Series (Fixed Layout) (Subscribed)
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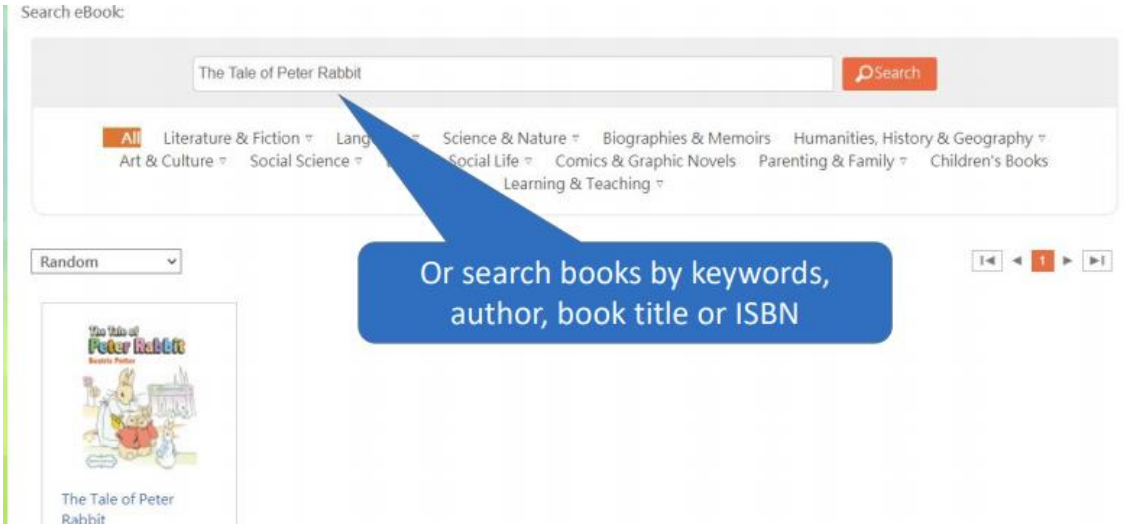
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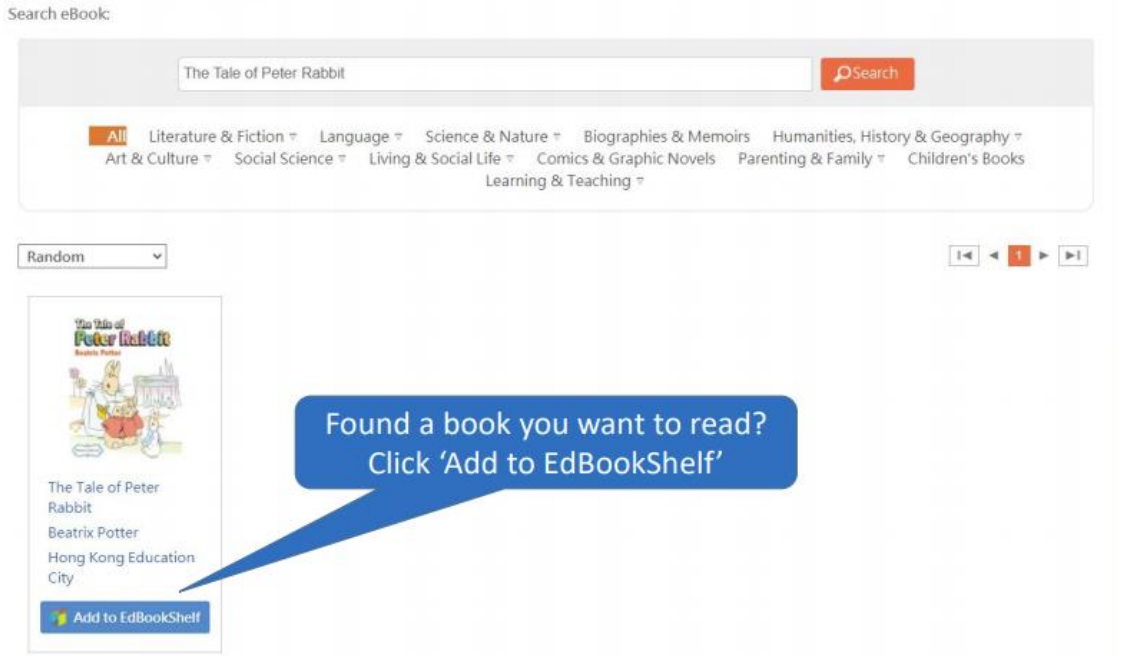
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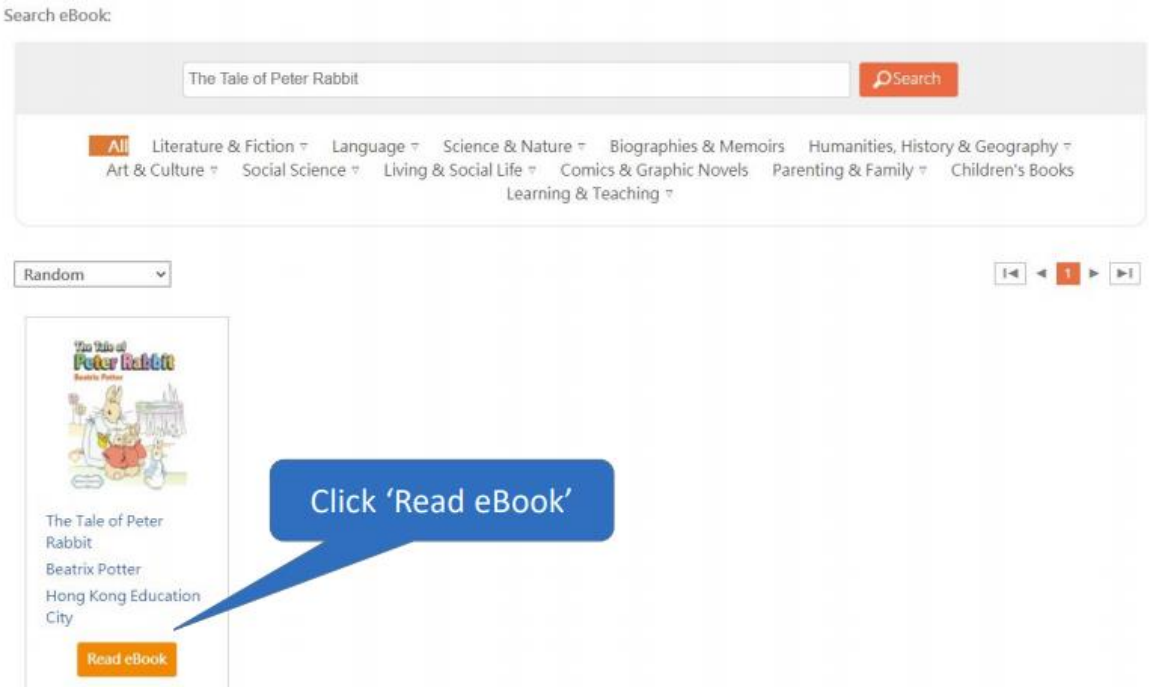
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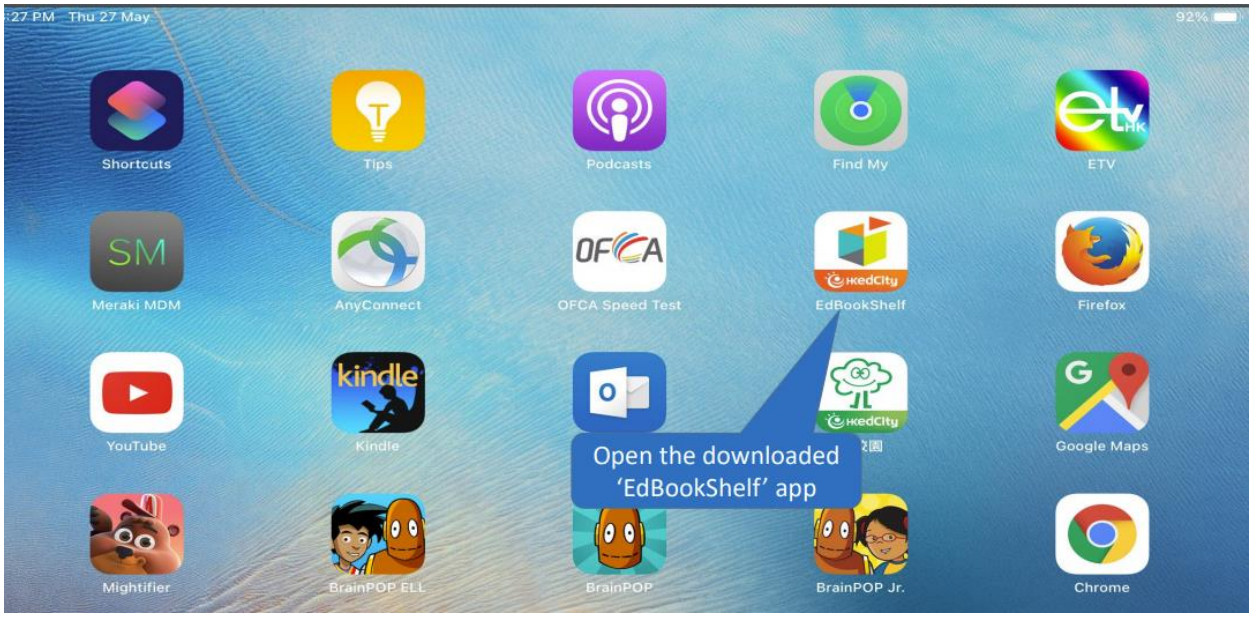

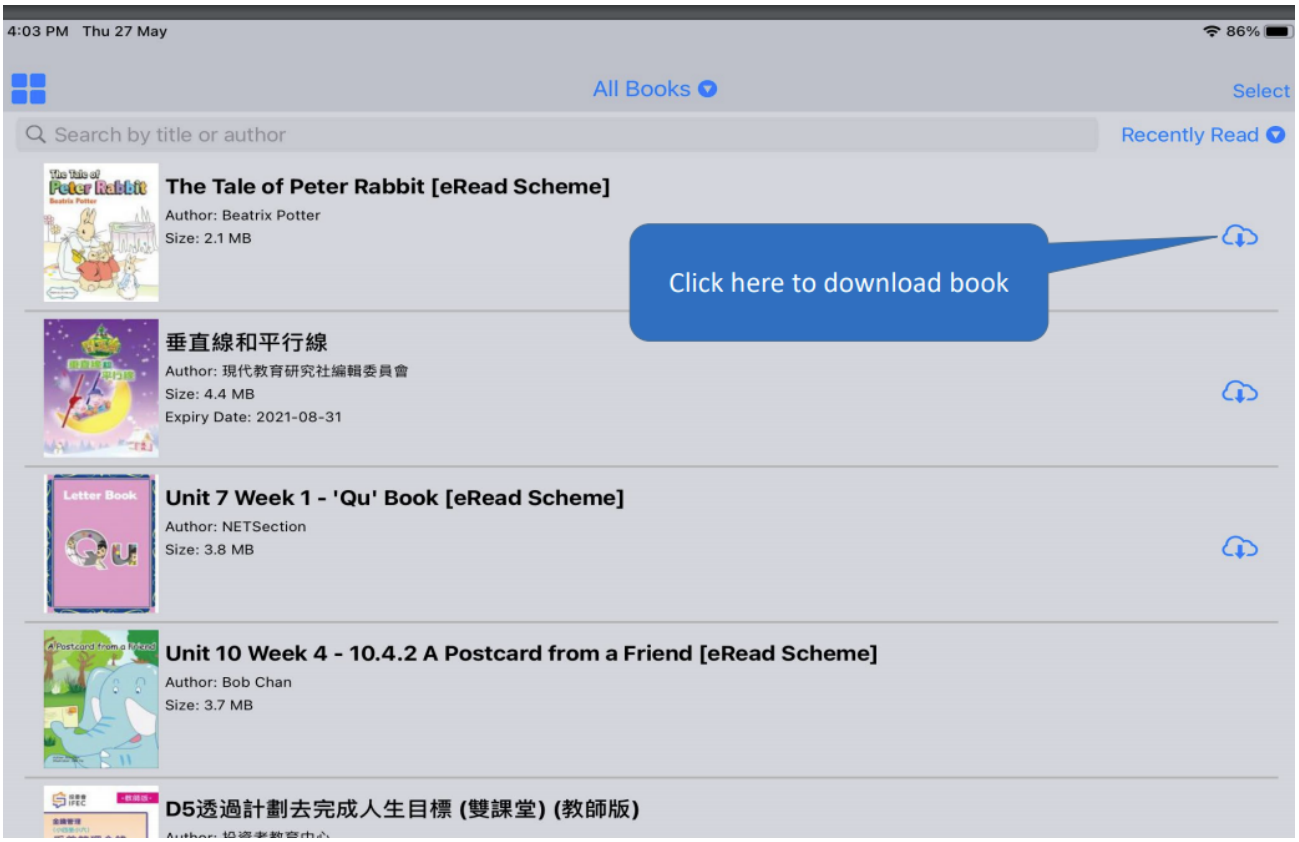
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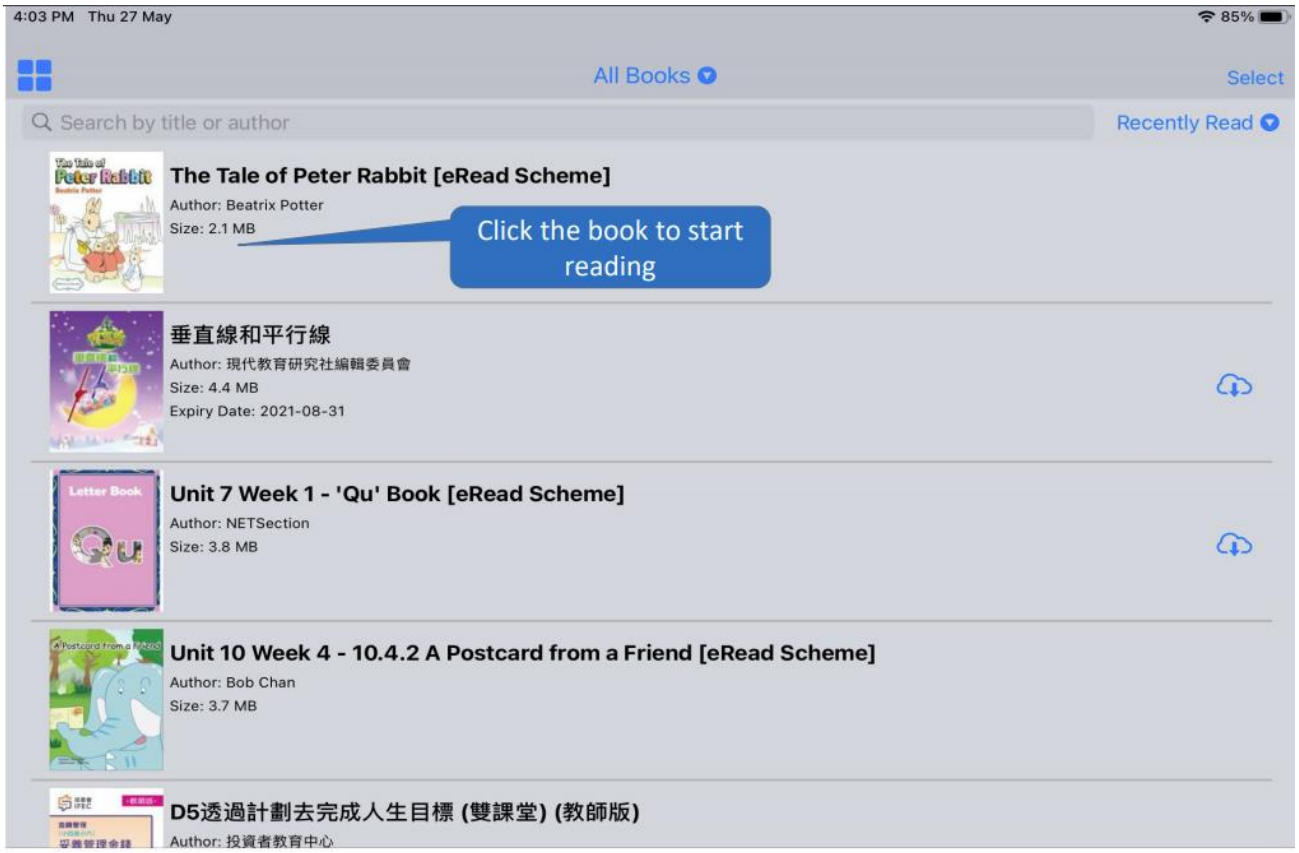
Author: Bob Chan
Size: 3.7 MB
D5透過計劃去完成人生目標 (雙課堂) (教師版)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Author: NETSection
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Author: Bob Chan
Size: 3.7 MB
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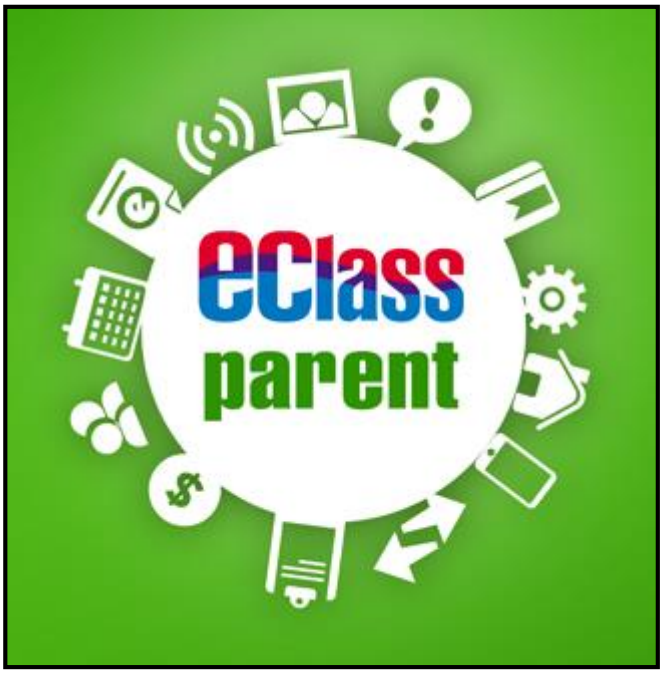
Author: 投資者教育中心

12. eClass Parent App

What is eClass Parent App?

eClass Parent App is a mobile application which facilitates communication between school and parents. Parents may also have a more understanding of their child and receive latest news from the school by using the app.

- Why eClass Parent App?
  - ✓ Convenient
  - ✓ Simple
  - ✓ Direct
  - ✓ Instant
  - ✓ Easy to manage and use



Installation

Installation (Android)

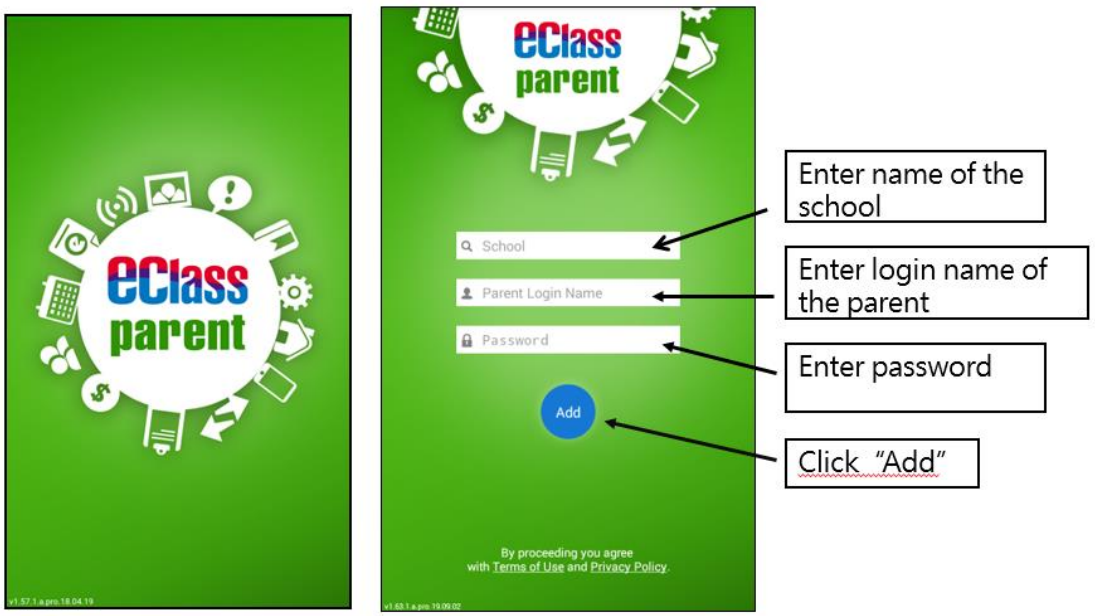
Open the Play Store → Search "eClass Parent App" → Install eClass Parent App

Installation (iOS)

Open the App Store → Search "eClass Parent App" → Install eClass Parent App

Installation (Android / iOS)

Login



Please update Apps regularly

iOS users

Please refer to the compatibility

before downloading Teacher App and Parent App.

* Download the app without the Google Play Store

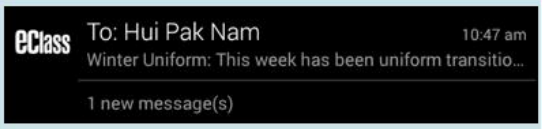
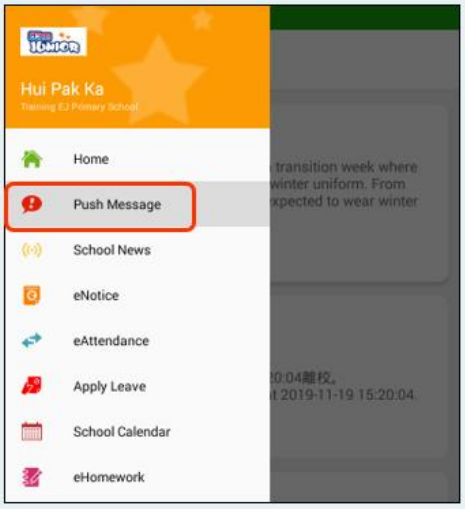
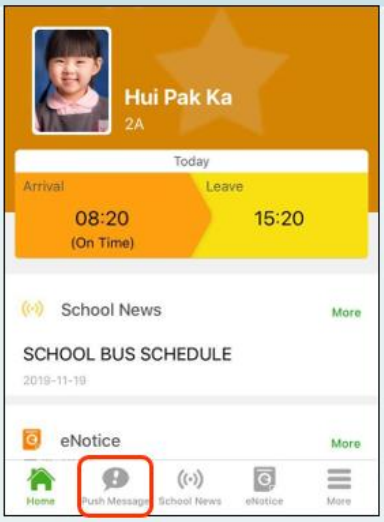
Click the following link to download APK

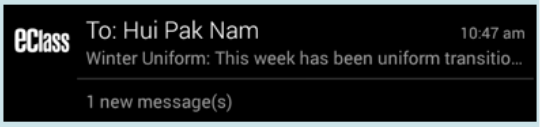
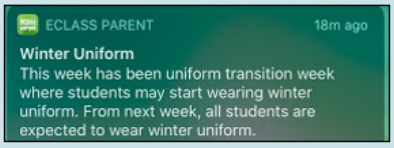
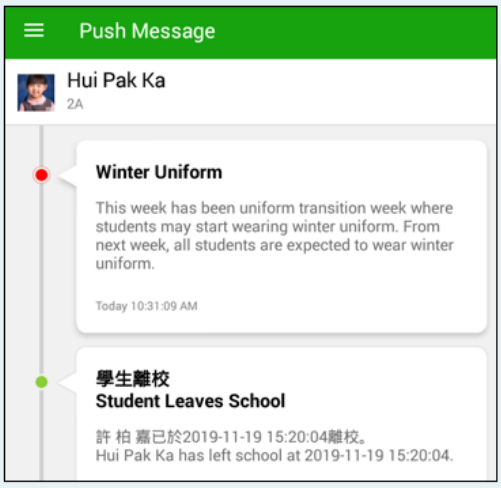
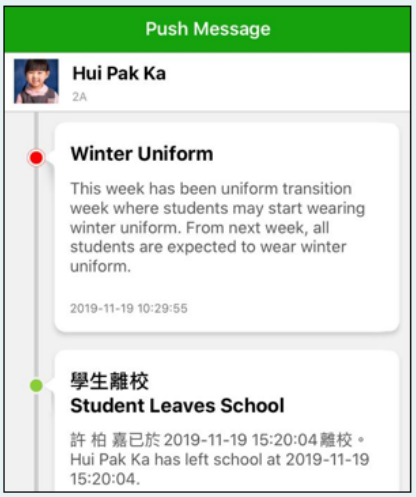
https://eclass.com.hk/apk/

***Settings varies between different brands/ operation systems/version of the devices ***

Management

Push Message

	Android	iOS
Push message		
Push message (Users may view back the read push message.)		

	Android	iOS
Push message		
Push message (Users may view back the read push message.)		

School News

	Android	iOS
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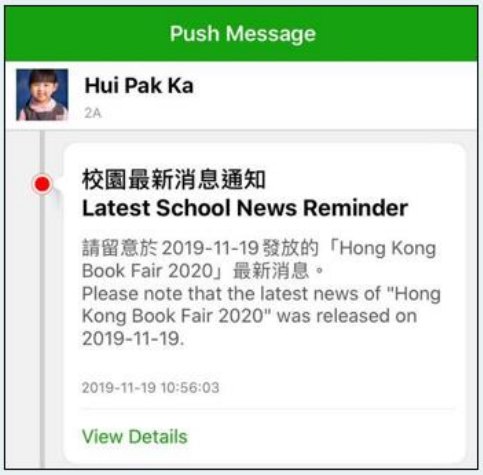
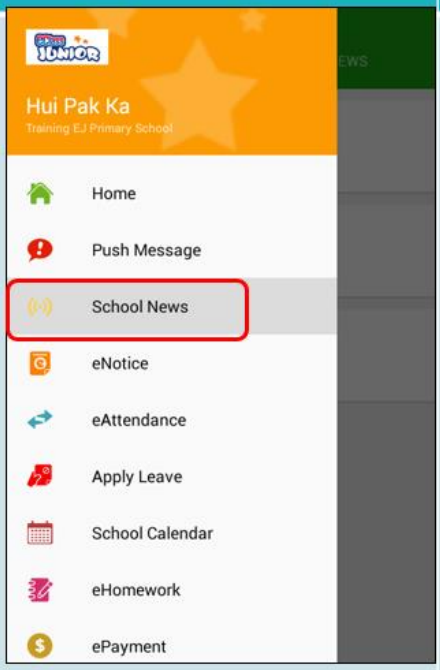
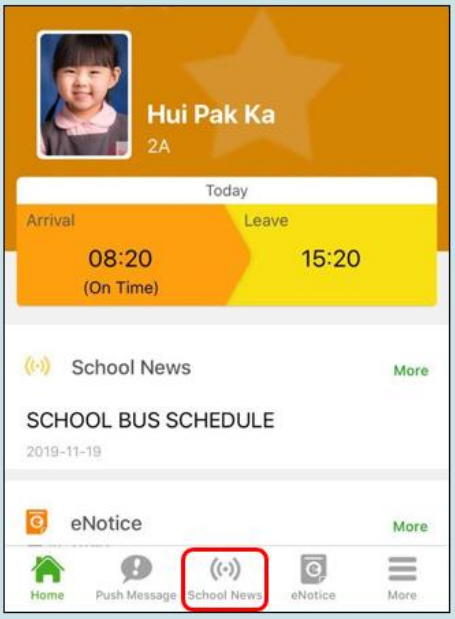
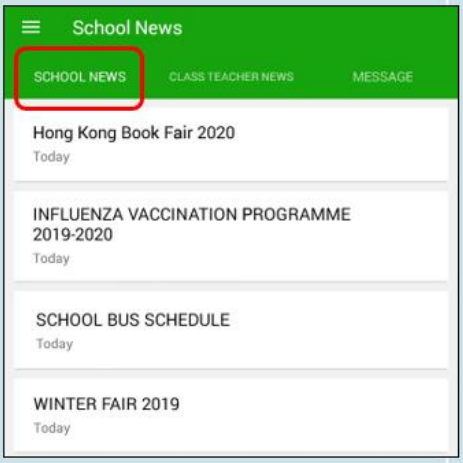
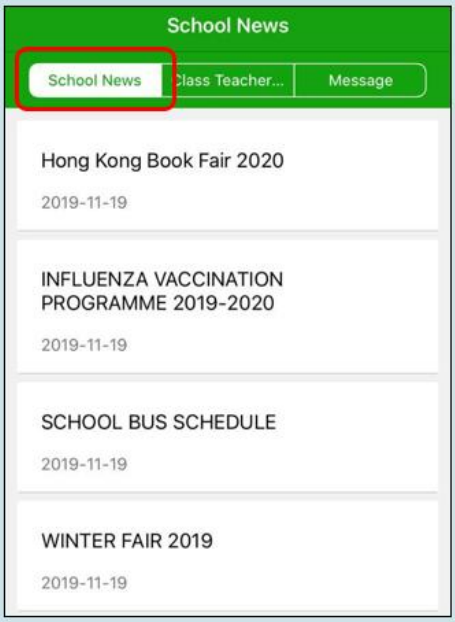
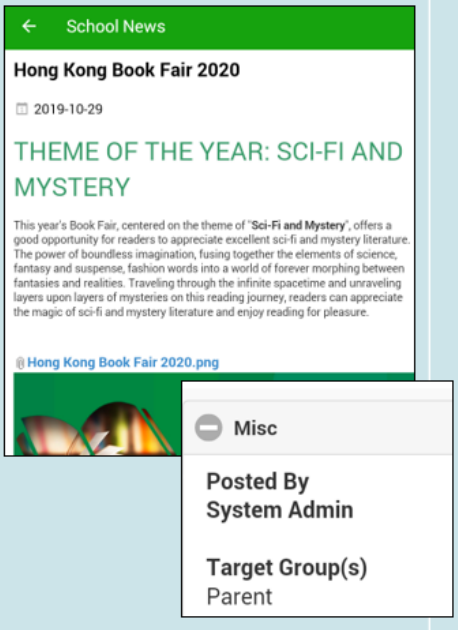
Push message (Users may view back the read push message.)		

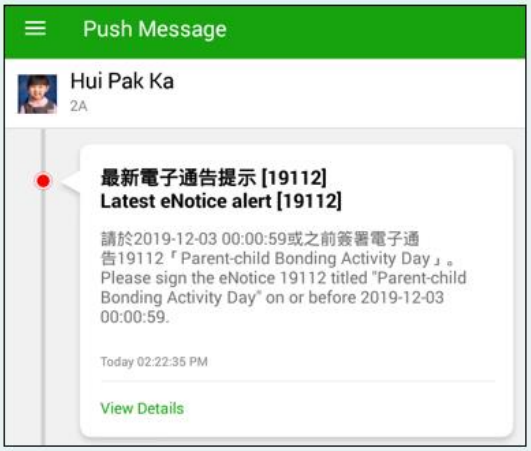
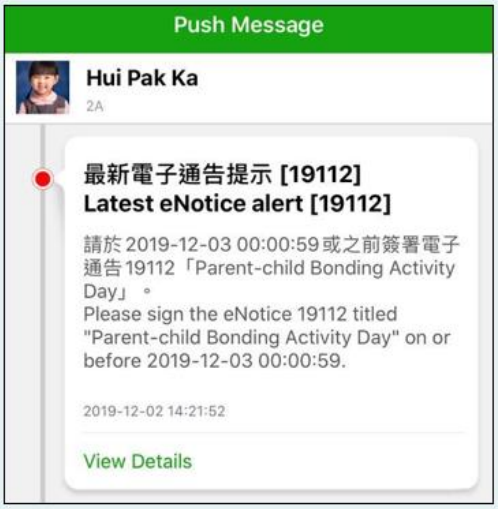
	Android	iOS
1. Select "School News".		

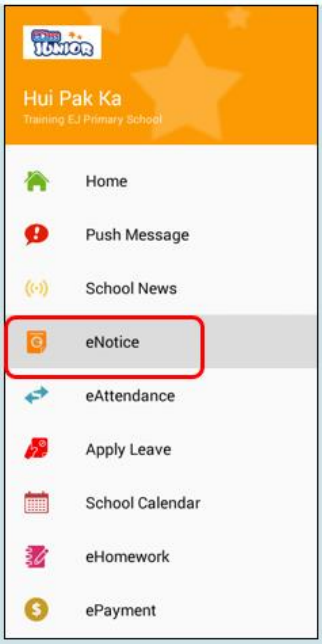
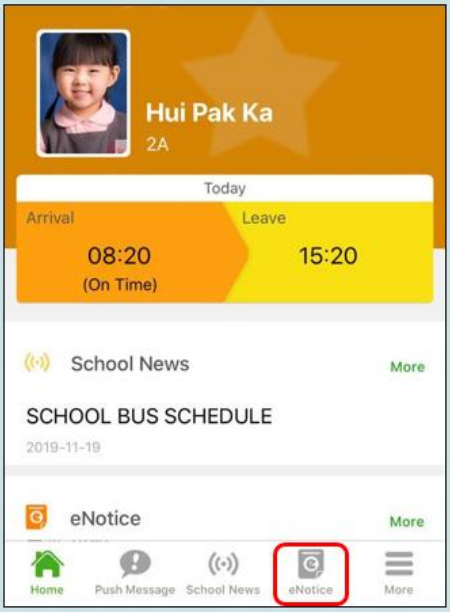
School News

	Android	iOS
2. Parents can find out all the school news.		

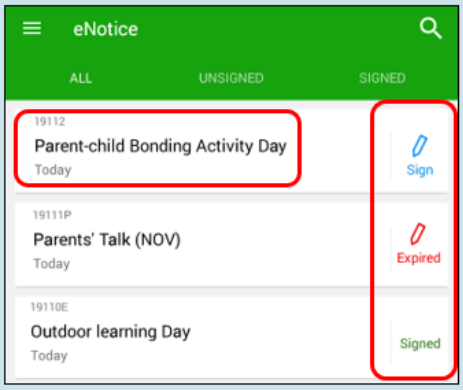
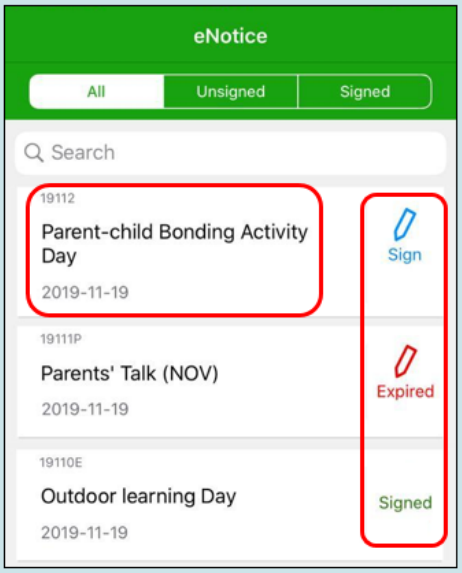
	Android	iOS
3. Click a school news for details.		

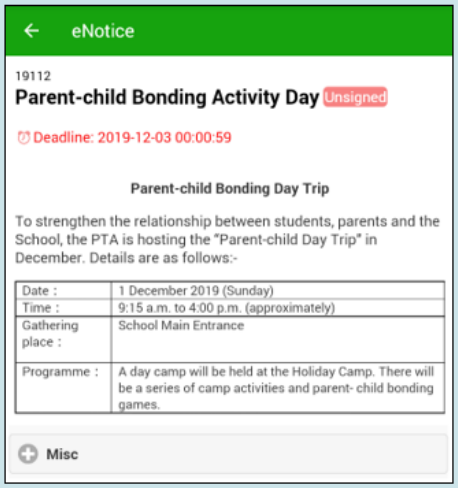
eNotice

	Android	iOS
Push message		
Push message (Users may view back the read push message.)		

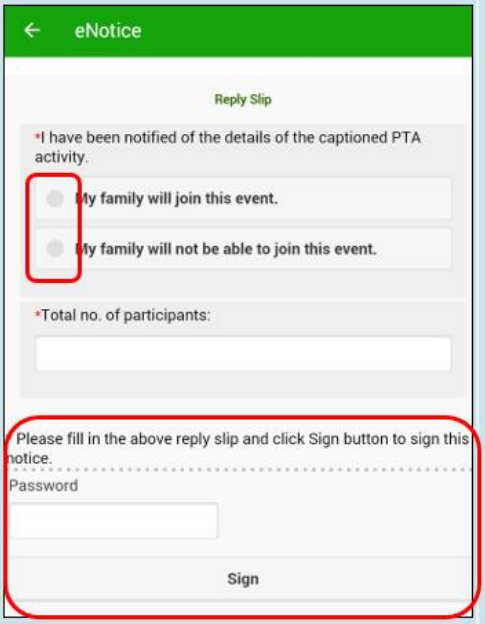
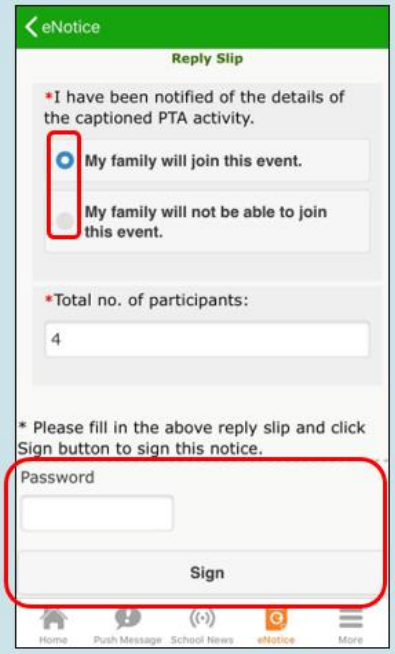
	Android	iOS
1. Select "eNotice".		

eNotice

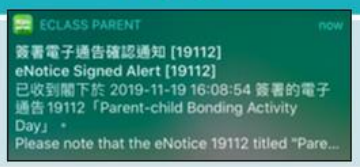
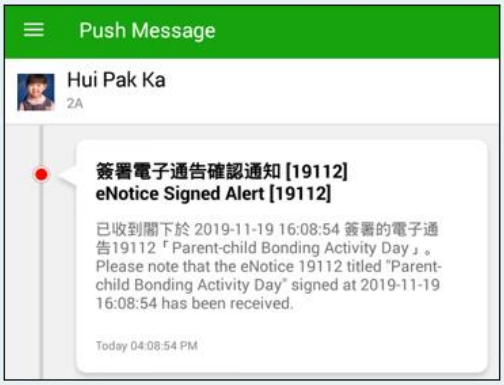
	Android	iOS
2. Click into a eNotice to read or sign.		

	Android	iOS
3. Read the eNotice.		

eNotice

	Android	iOS
4. Sign the eNotice.		

eNotice

	Android	iOS
Push message		
Push message (Users may view back the read push message.)		

	Android	iOS
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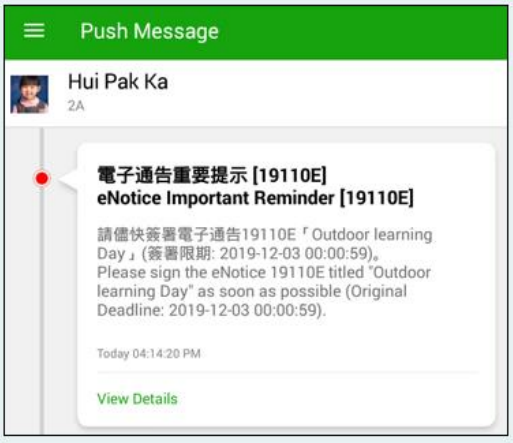
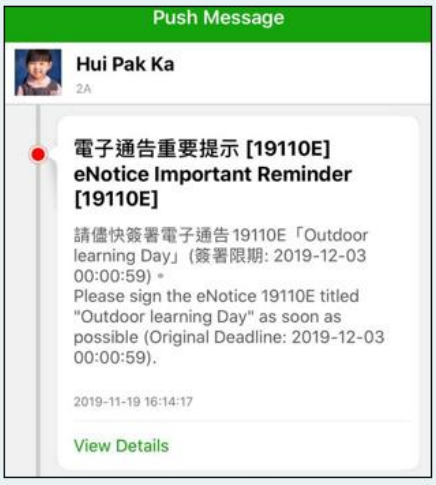
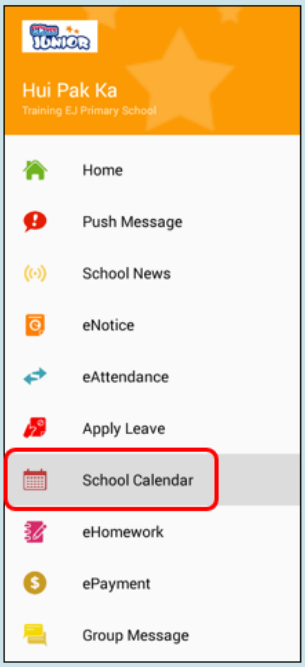
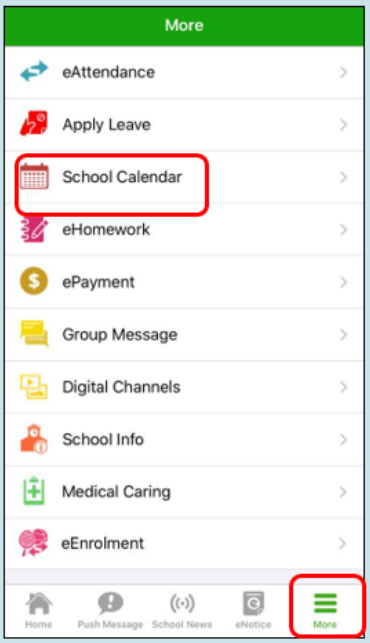
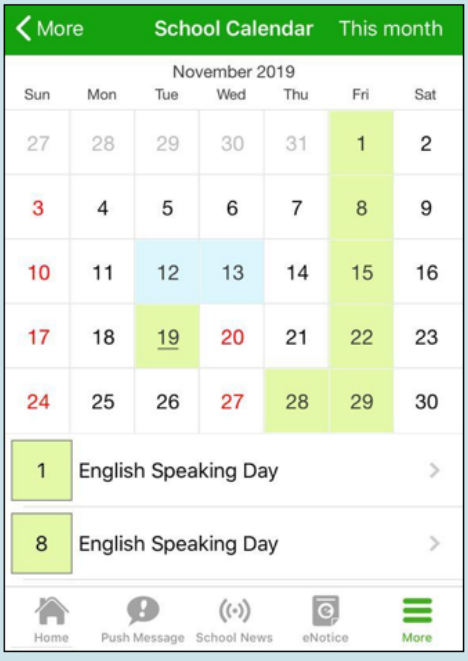
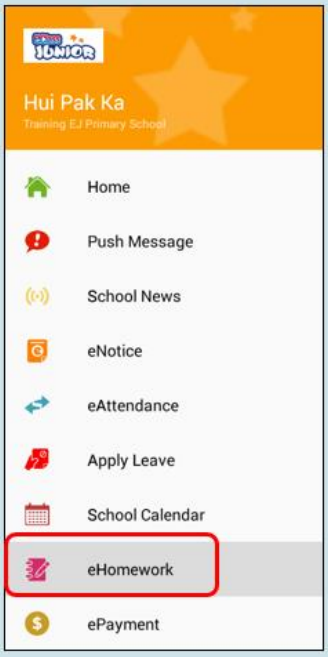
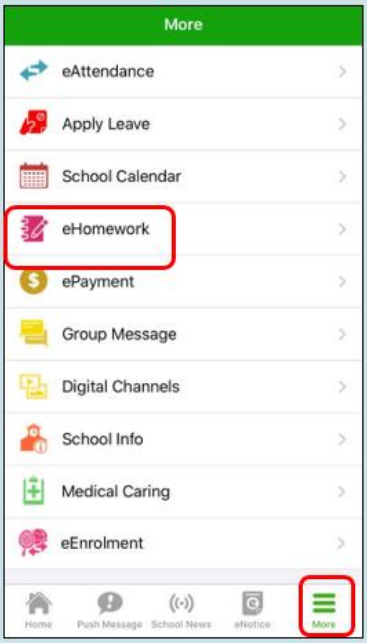
Push message (Users may view back the read push message.)		

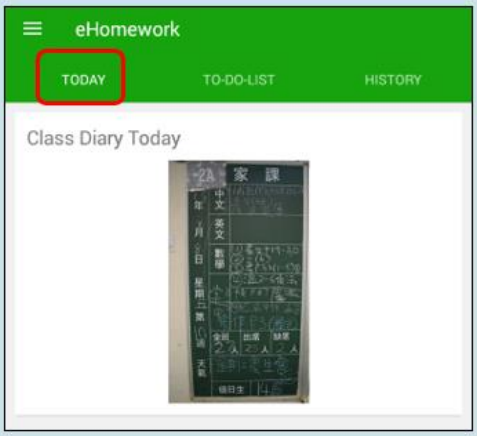
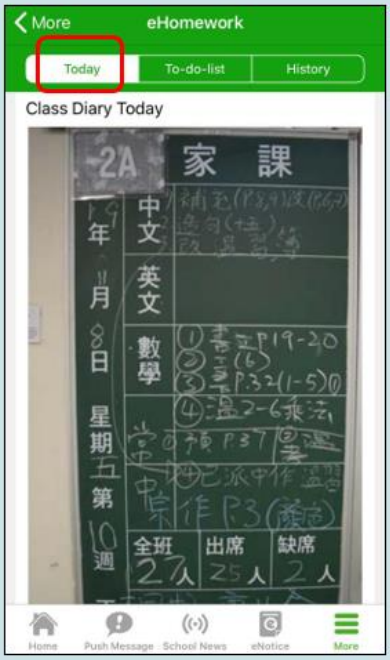
School Calendar

	Android	iOS
1. Select "School Calendar"		

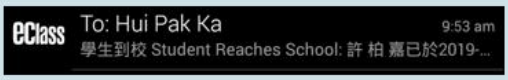
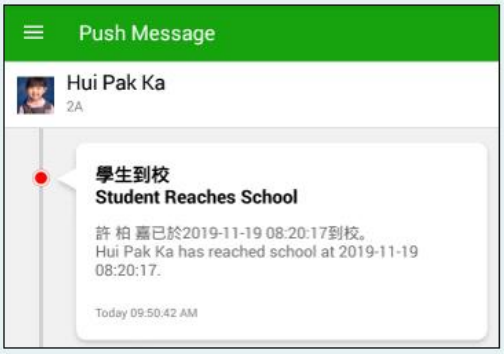
	Android	iOS
2. Users may view the events and holidays.		

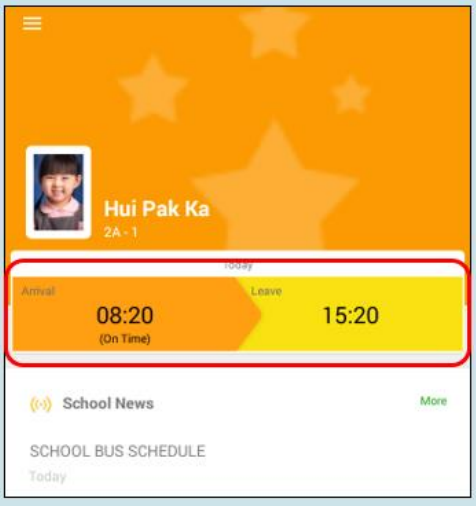
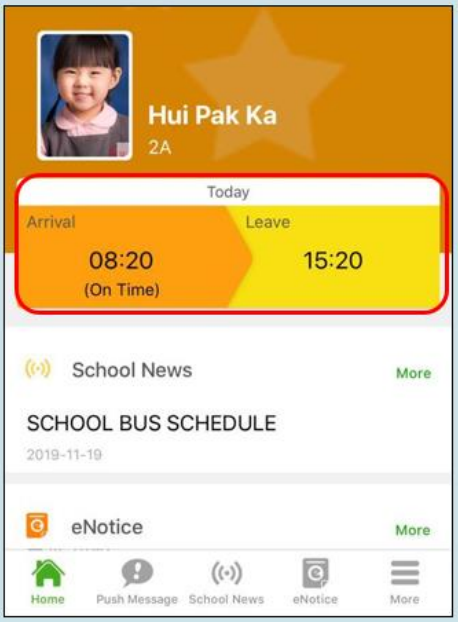
eHomework

	Android	iOS
1. Select "eHomework" .		

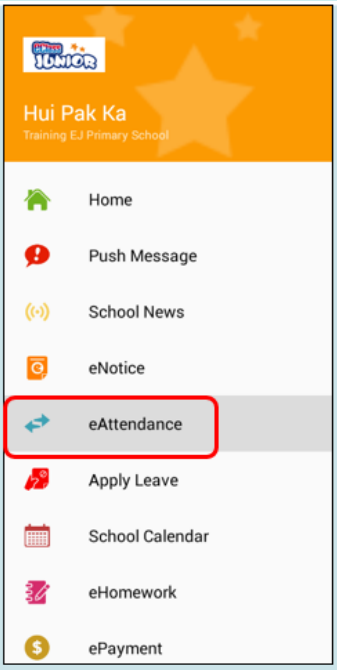
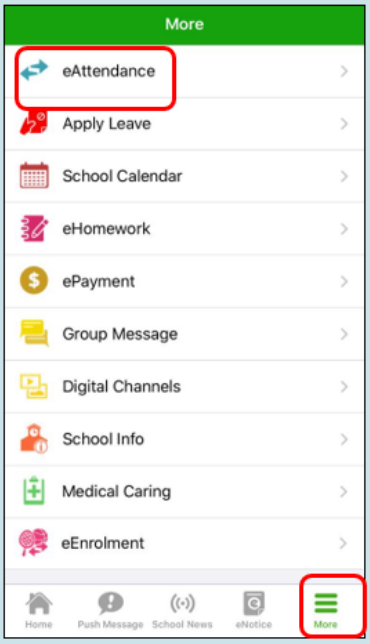
	Android	iOS
2. View homework.		

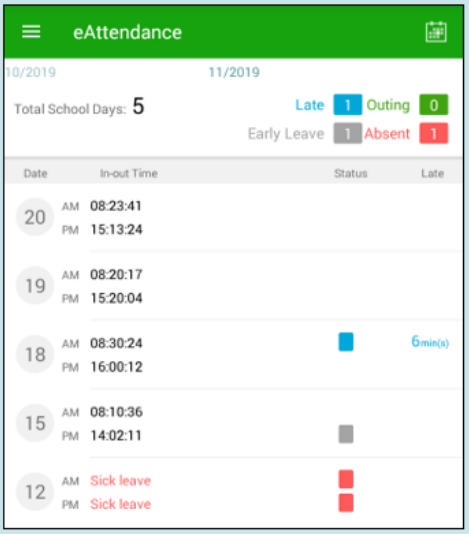
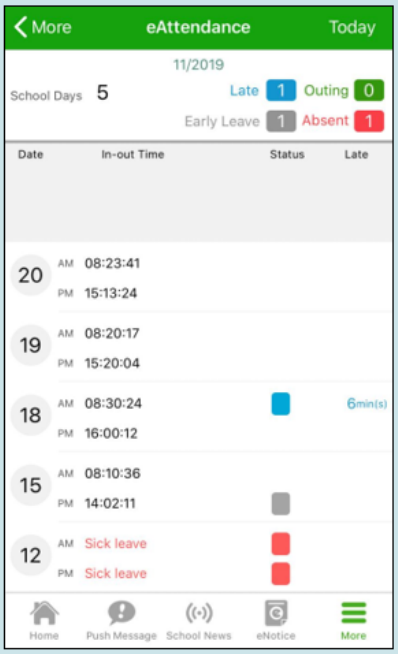
eAttendance

	Android	iOS
Push message		
Push message (Users may view back the read push message.)		

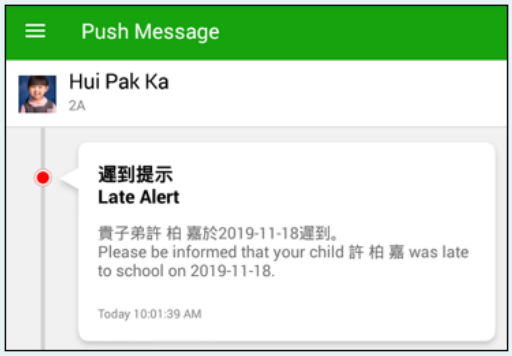
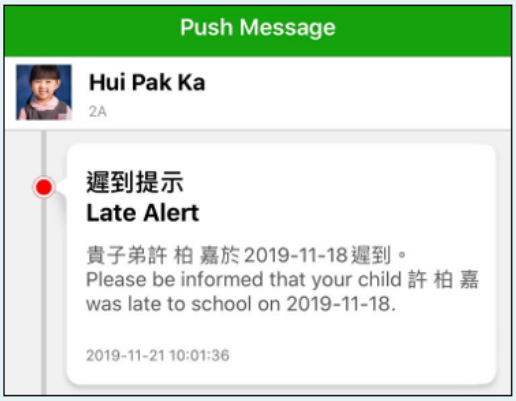
	Android	iOS
1. Attendance record will be shown on the front page.		

eAttendance

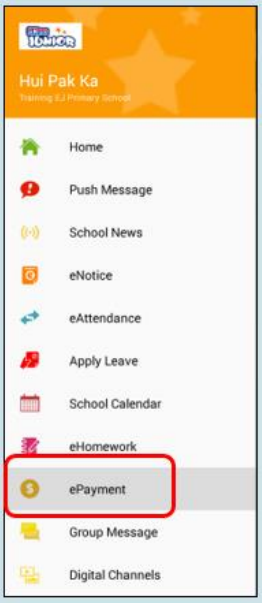
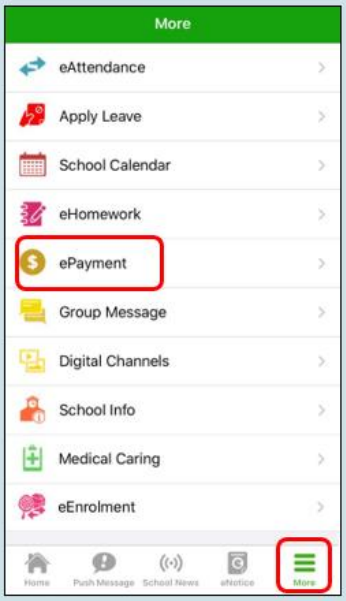
	Android	iOS
2. Select "eAttendance" .		

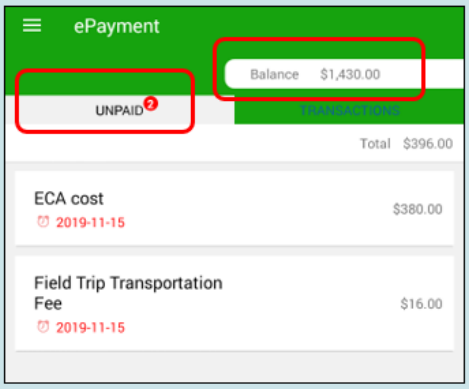
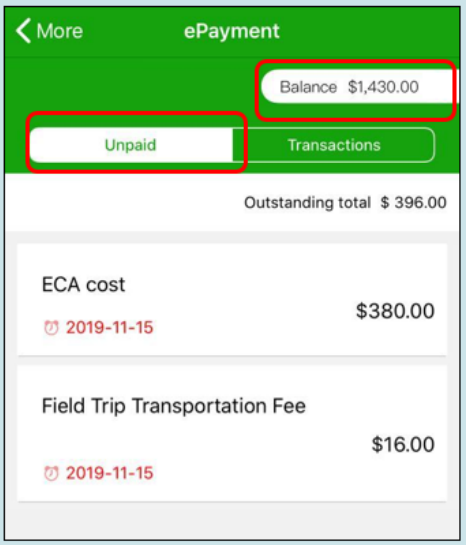
	Android	iOS
3. Attendance details will be shown.		

eAttendance

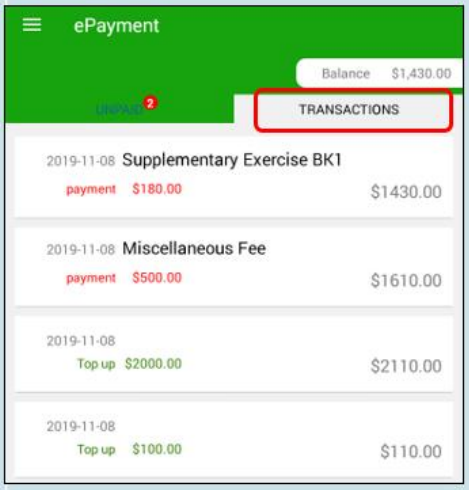
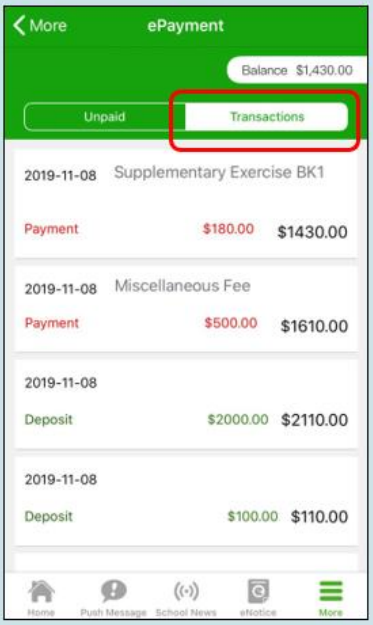
	Android	iOS
Push Message		
Push message (Users may view back the read push message.)		

ePayment

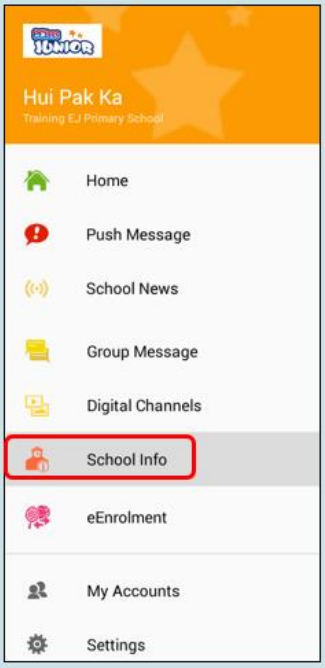
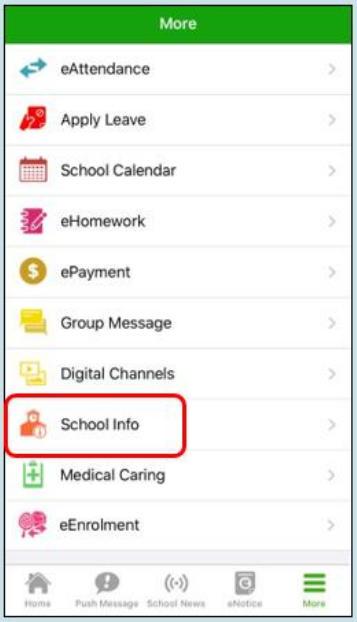
	Android	iOS
1. Select "ePayment" .		

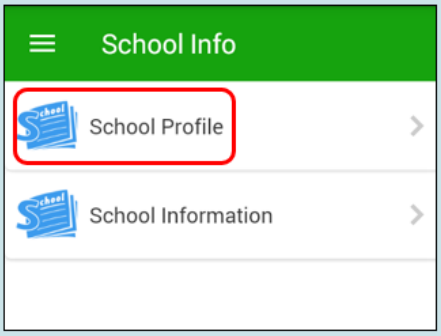
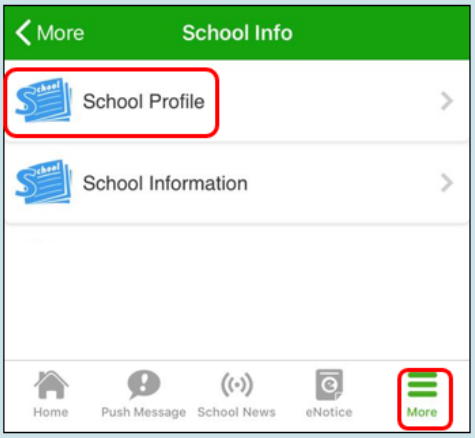
	Android	iOS
2. Users may view the balance and unpaid items.		

ePayment

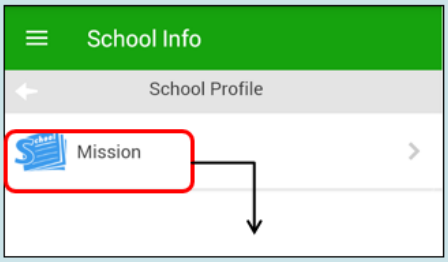
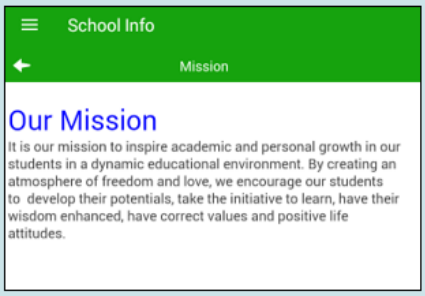
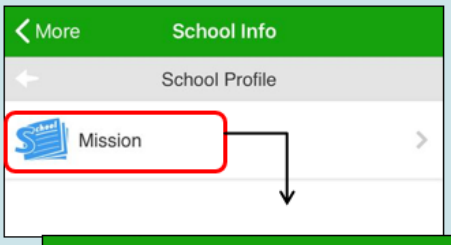
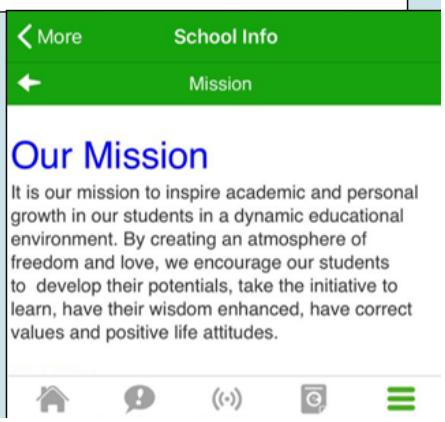
	Android	iOS
3. All the transactions will be listed.		

School Info

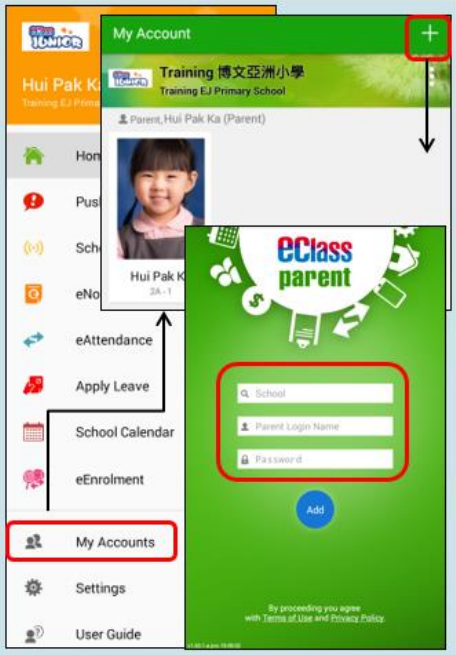
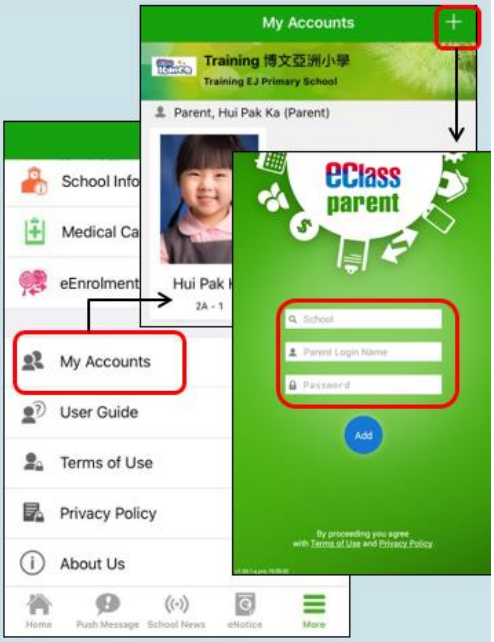
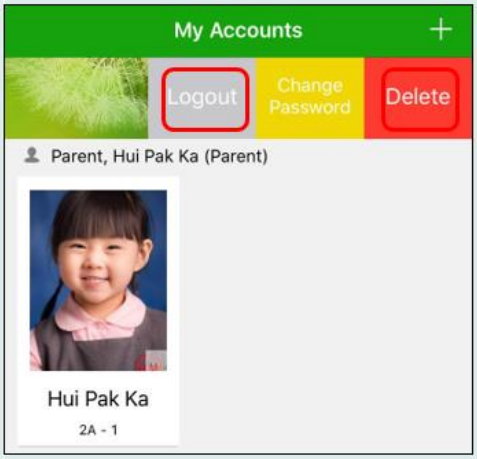
	Android	iOS
1. Select "School Info".		

	Android	iOS
2. Select an item.		

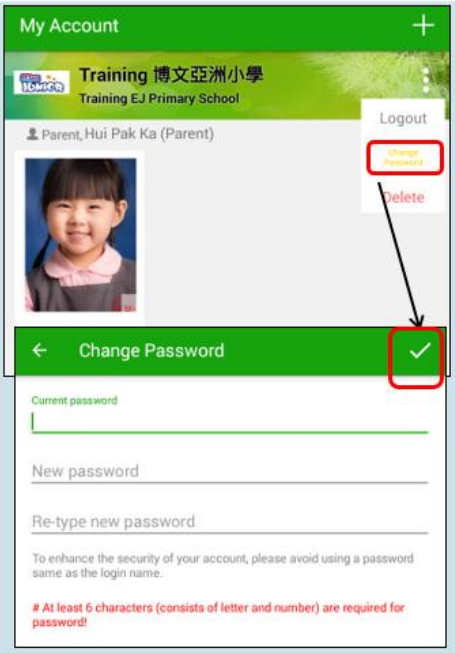
School Info

	Android	iOS
3. View school info.	 	 

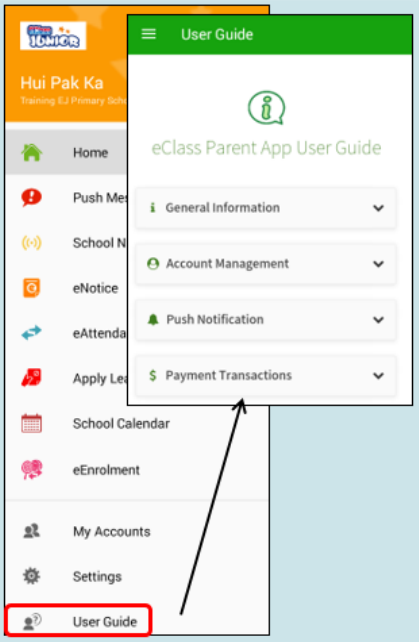
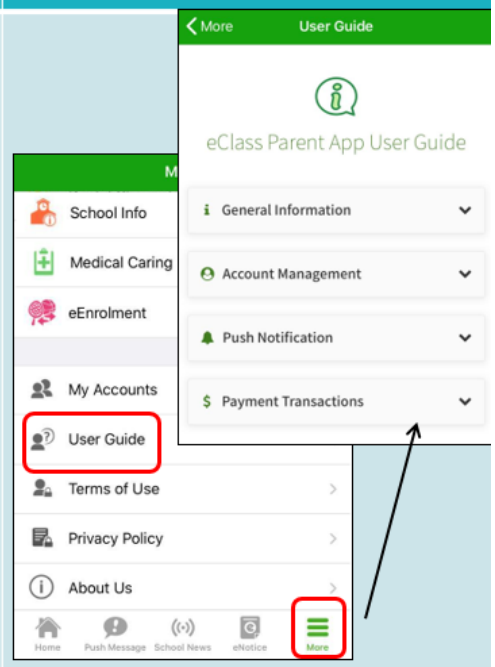
My Accounts

	Android	iOS
Add Account(s) 1. Click "My Accounts". 2. Click "+" to add account(s).		
Log out/ Delete Account 1. Click or swipe the school banner to the left. 2. Select "Logout" or "Delete".	Click and select "Logout" or "Delete". 	Swipe the school banner from right to left and select "Logout" or "Delete". 

My Accounts

	Android	iOS
Change Password 1. Select " Change password" . 2. Enter current password, new password. Re-type the new password. 3. Click "✓" or "Confirm" .		

User Guide

	Android	iOS
1. Select "User Guide".		

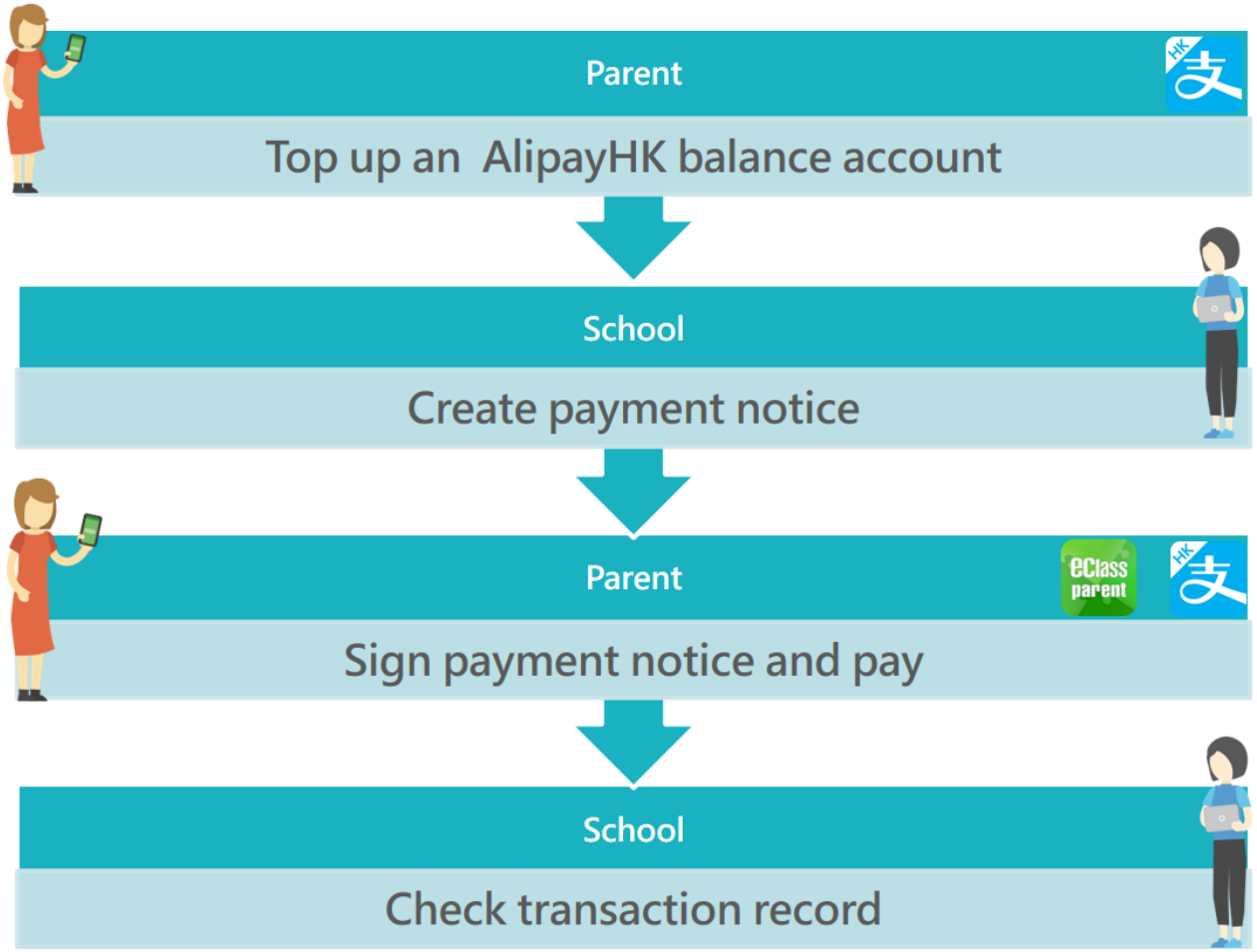
13. ePayment

eClass parent

HK 支

ePayment Flow

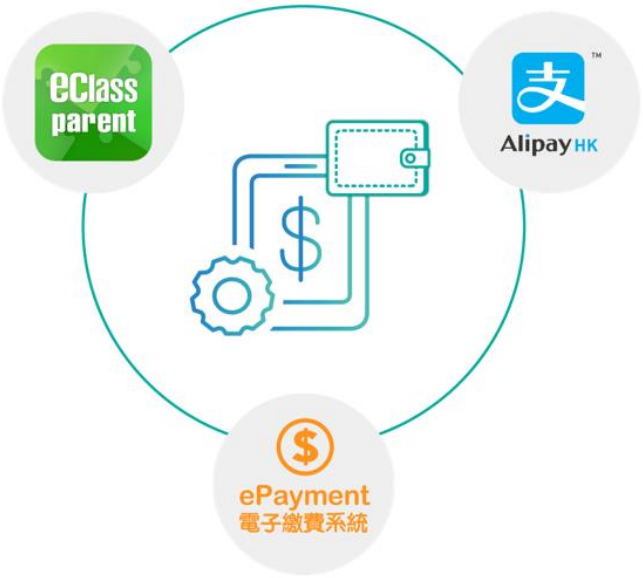
eClass



System Design

- A positive balance in your AlipayHK App or Alipay CN App account for making payments
- NO partial payment
- Payment Notice can only be signed with eClass Parent App
- Payment Notice can only be signed ONCE
- Signed Payment Notice cannot be changed

Prerequisite of using eWallet

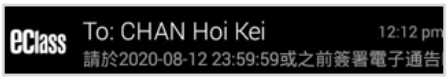
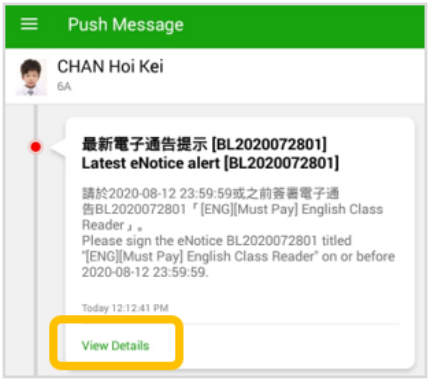
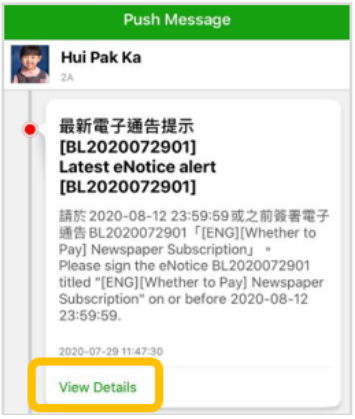
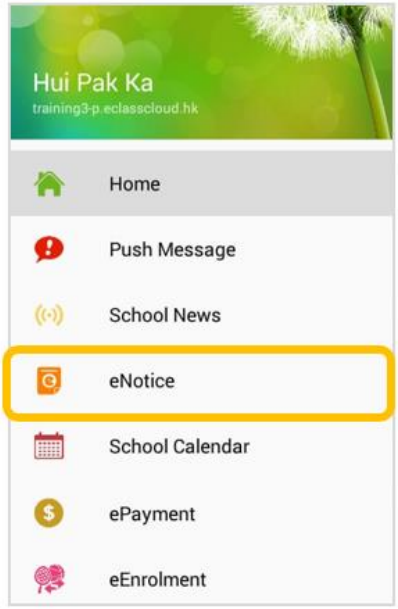
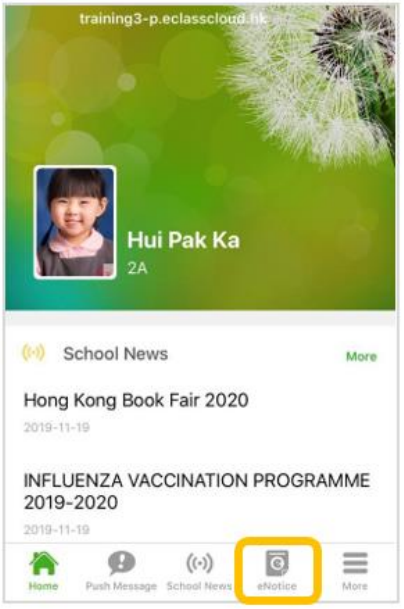


System Integration

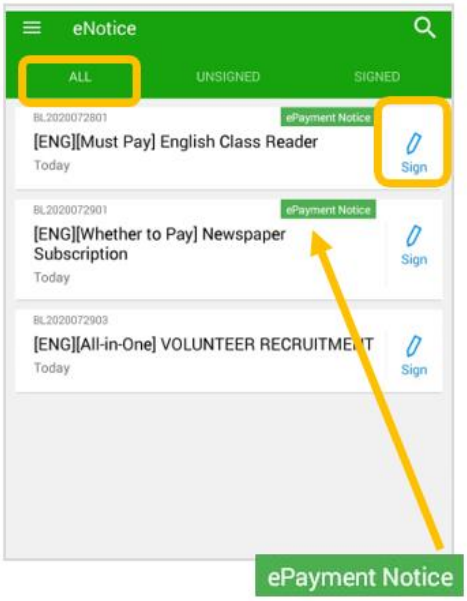
1. eClass Junior
2. eClass Parent App
3. AlipayHK App / AlipayCN App

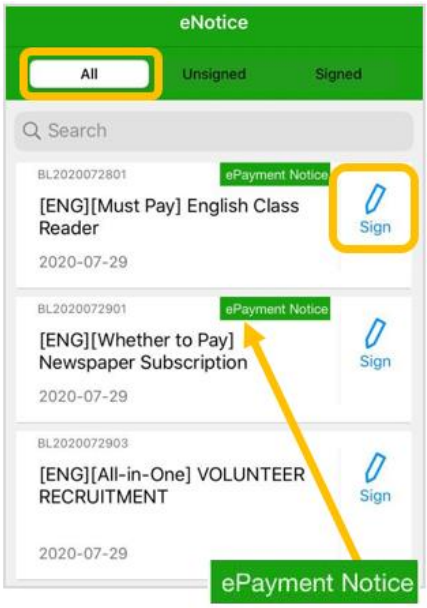
Sign Payment Notice

Sign with eClass Parent App

	android	iOS
Push Message		
Push Message (Users may check back previous messages) Click "View Details" to check the notice.		
1. Select "eNotice.		

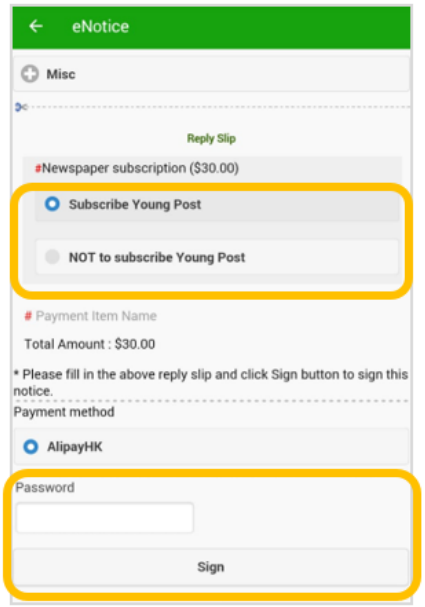
2. Check Payment Notice.

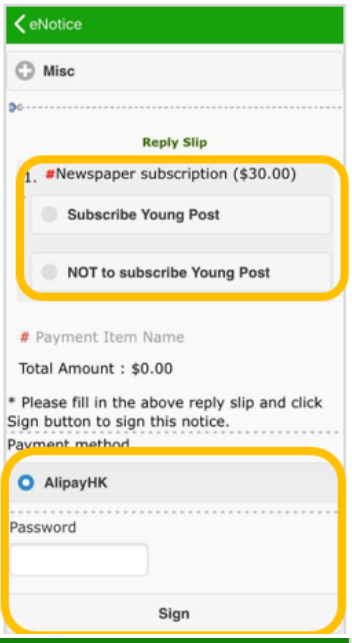




3. Sign Payment Notice

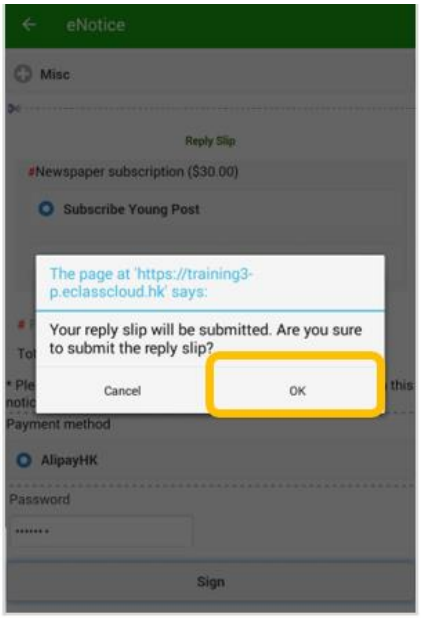
Reply and click "Sign" .

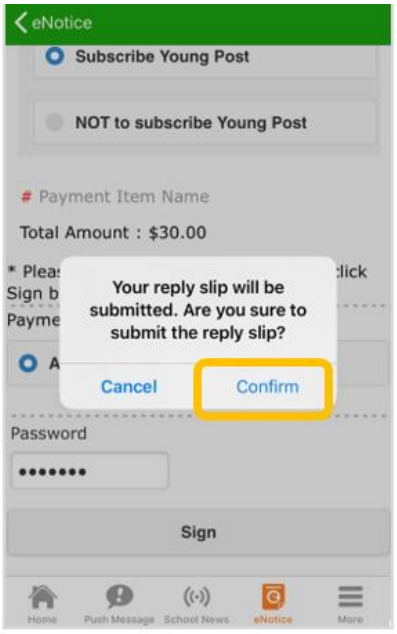




4. Confirm

Click "OK" or "Confirm" to submit reply slip.

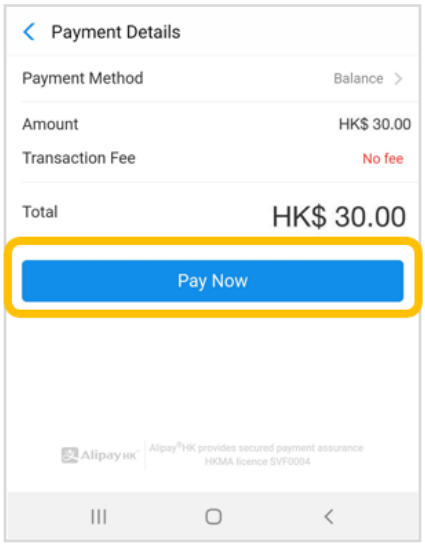


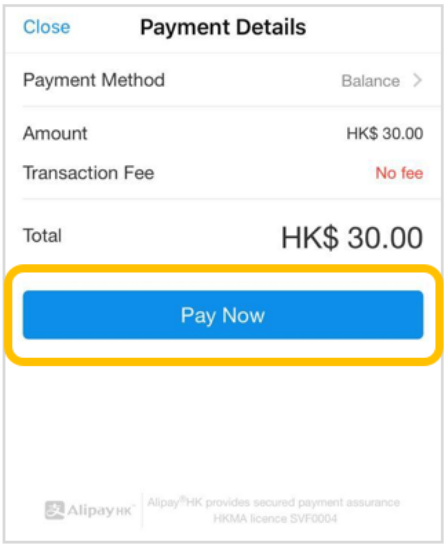


5. Pay with AlipayHK App

eClass Parent App will open AlipayHK App.
Click "Pay Now" to make a payment.

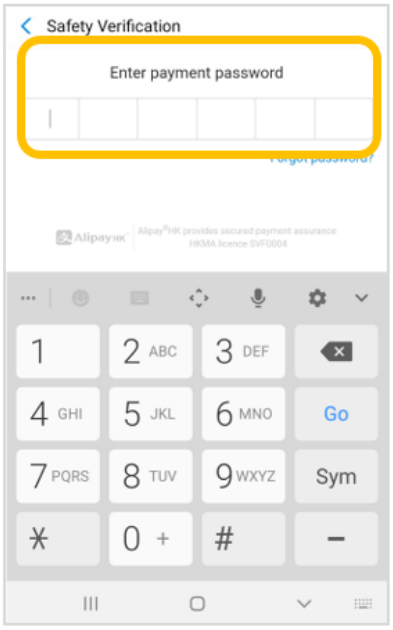
(AlipayHK App will show the total amount of the payment.)

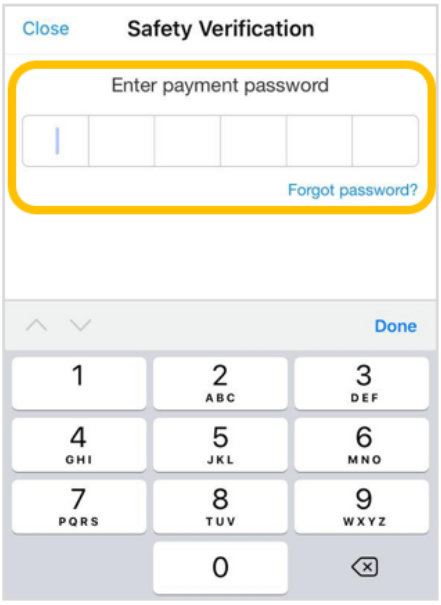




6. Enter payment password

AlipayHK App requires user to enter a 6-digit payment password.

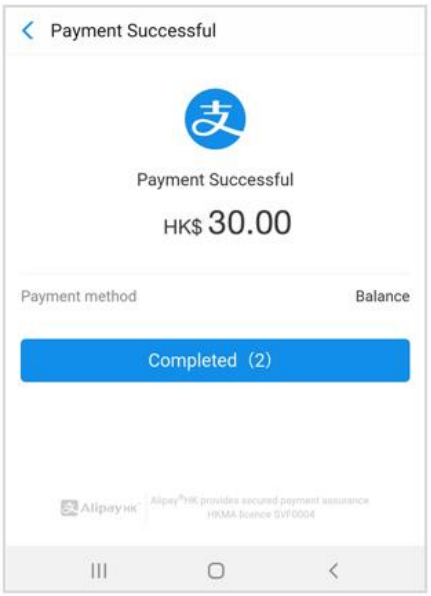


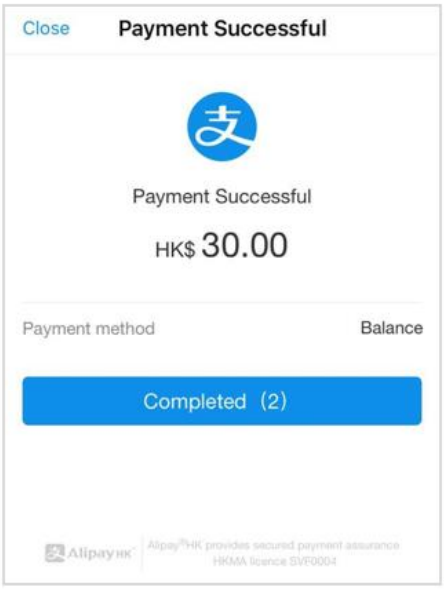


7. Payment Successful

Payment successful, users may check the paid amount.

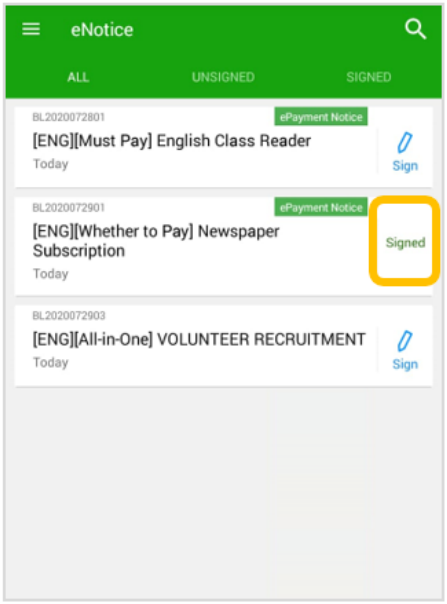
Users will be directed back to eClass Parent App after the count down.

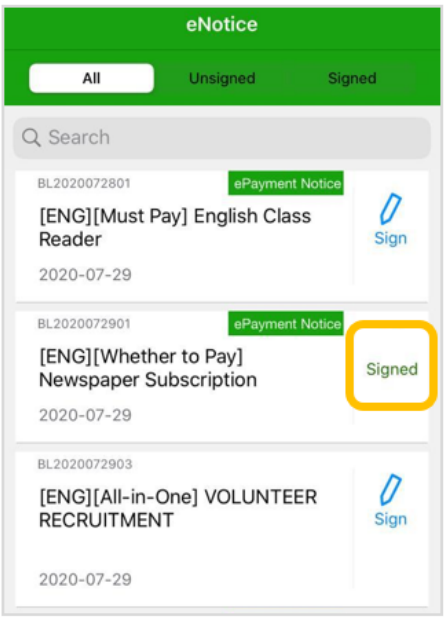




8. Check signed payment notice

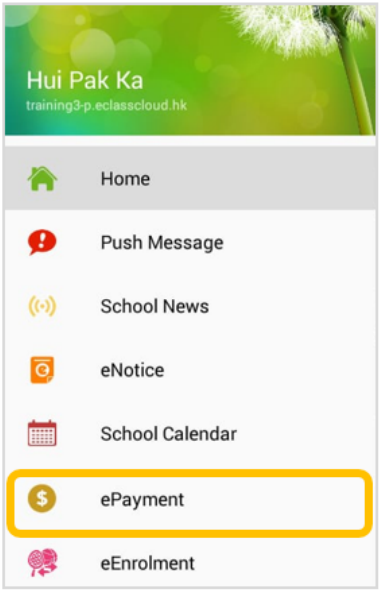
Users can check the signed payment notice on eClass Parent App.

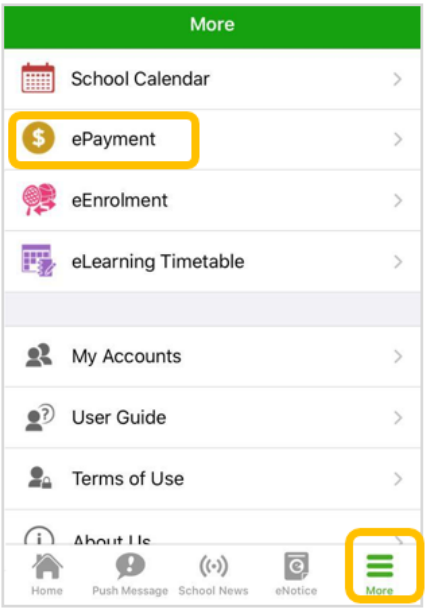




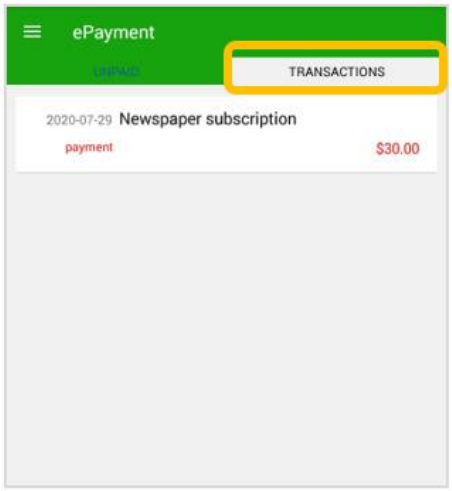
9. Check paid item

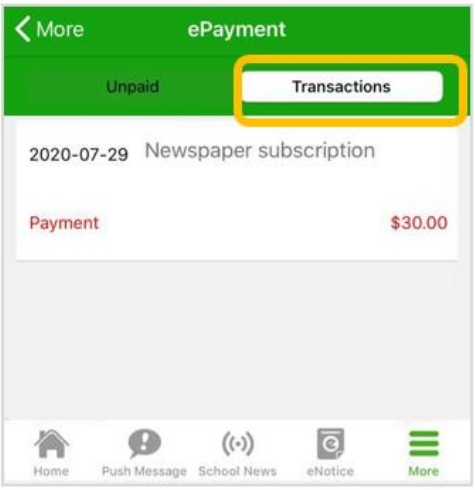
Users may check all the payment items in "ePayment".





10. Check transactions

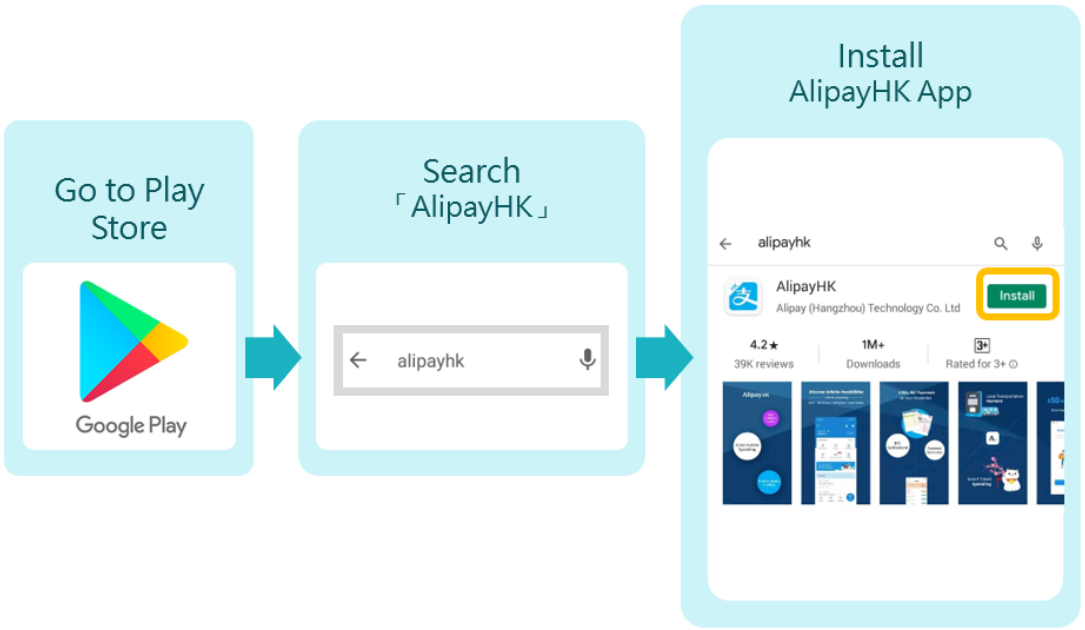




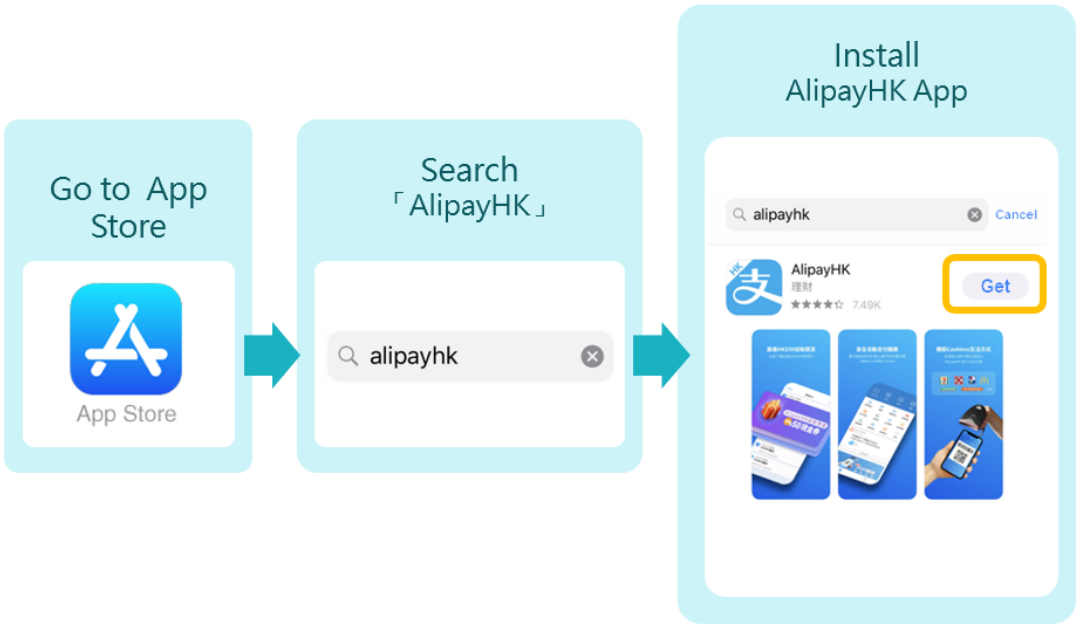
AlipayHK App Installation

Functions related to eClass ePayment will be shown only
For other functions, please refer to the following link:
https://www.AlipayHK.com/zh/shoppers

Installation (Android)

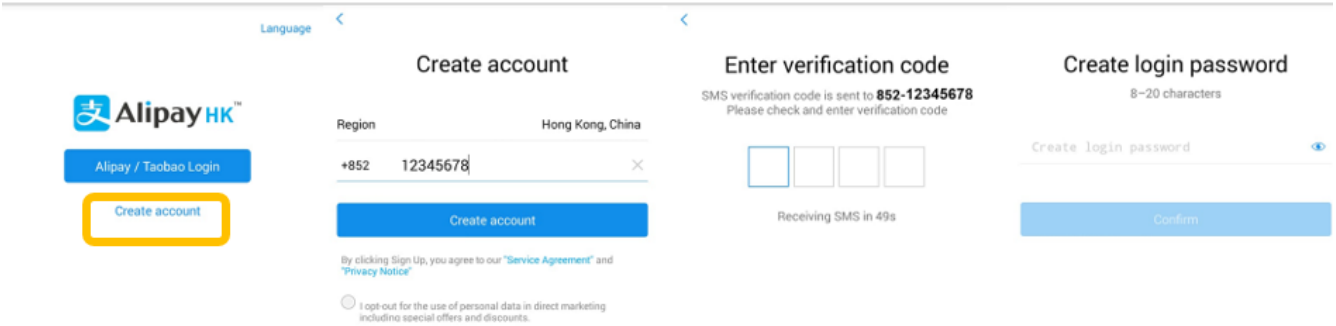


Installation (iOS)



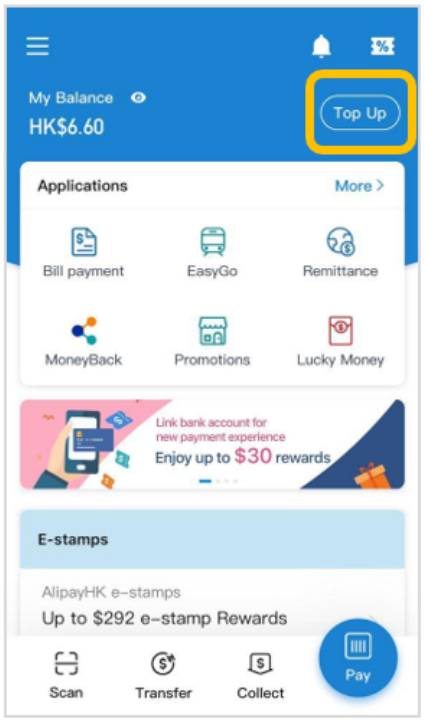
Installation (Android / iOS)

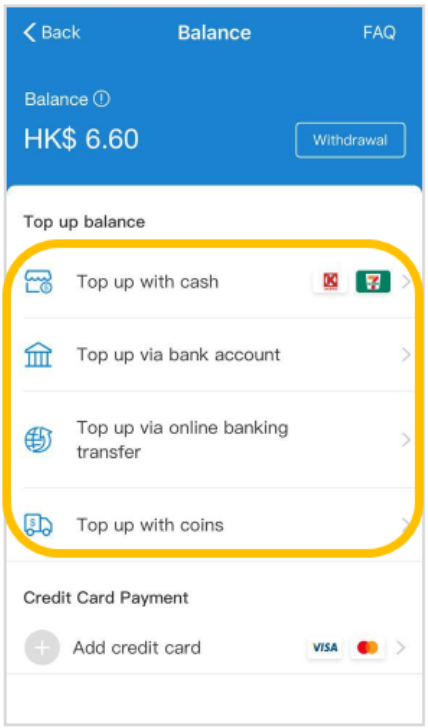
Alipay HK APP– Create Account



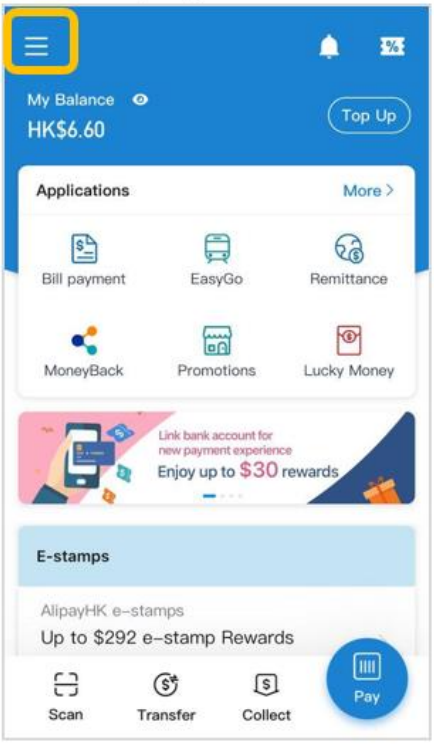
ePayment related
(Android / iOS)

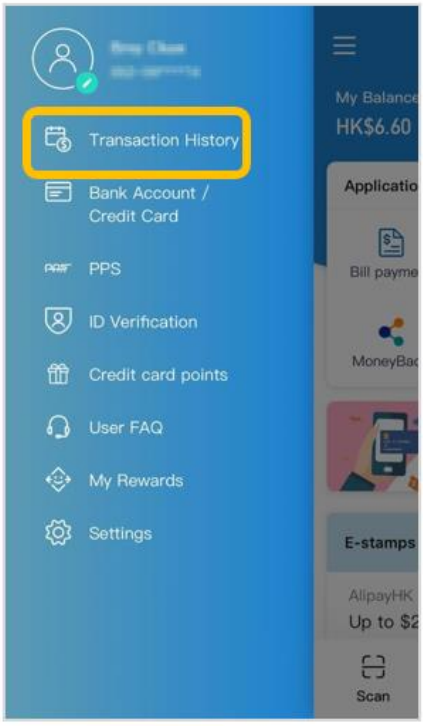
Alipay HK APP – Top up

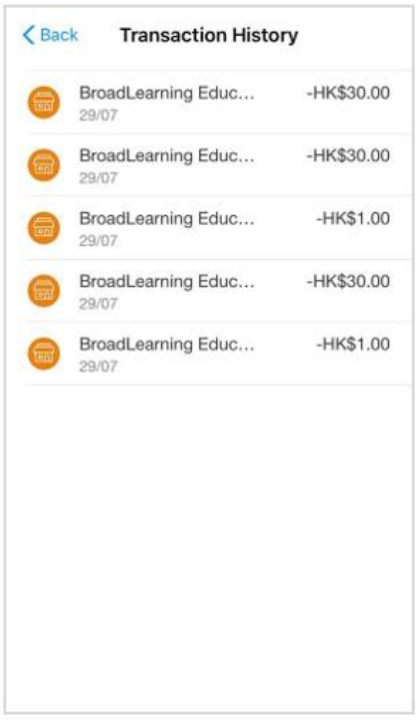




Alipay HK APP – Transaction History

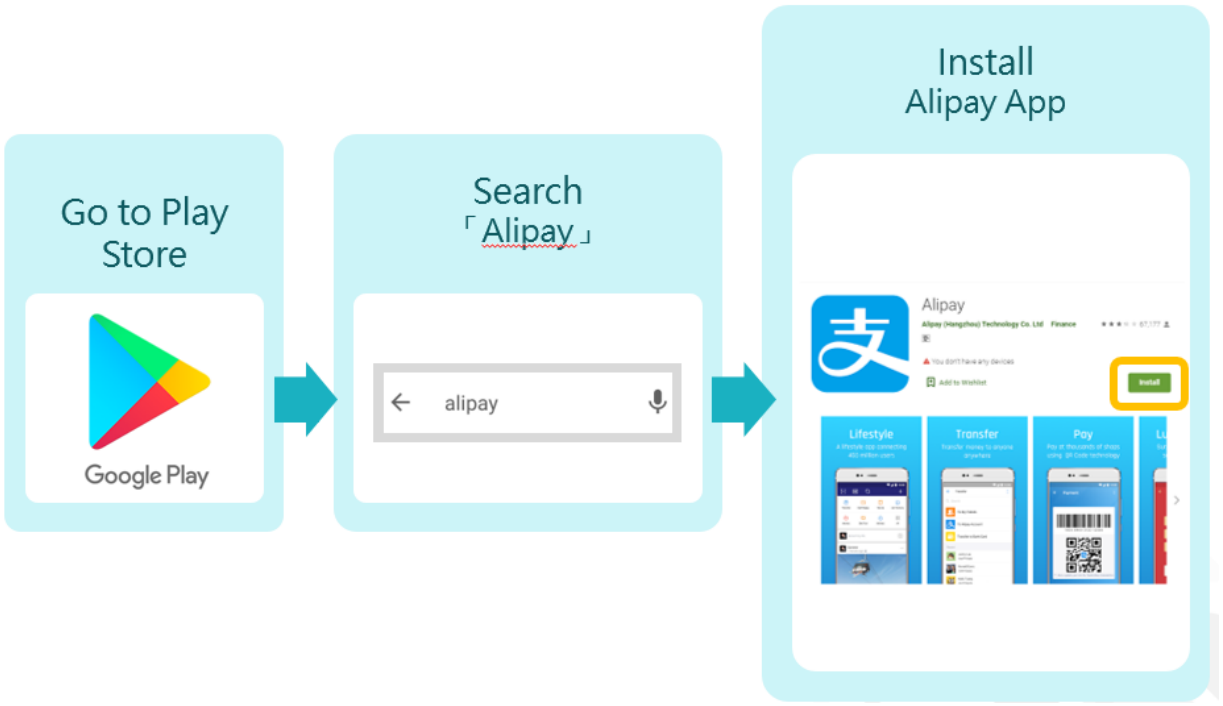


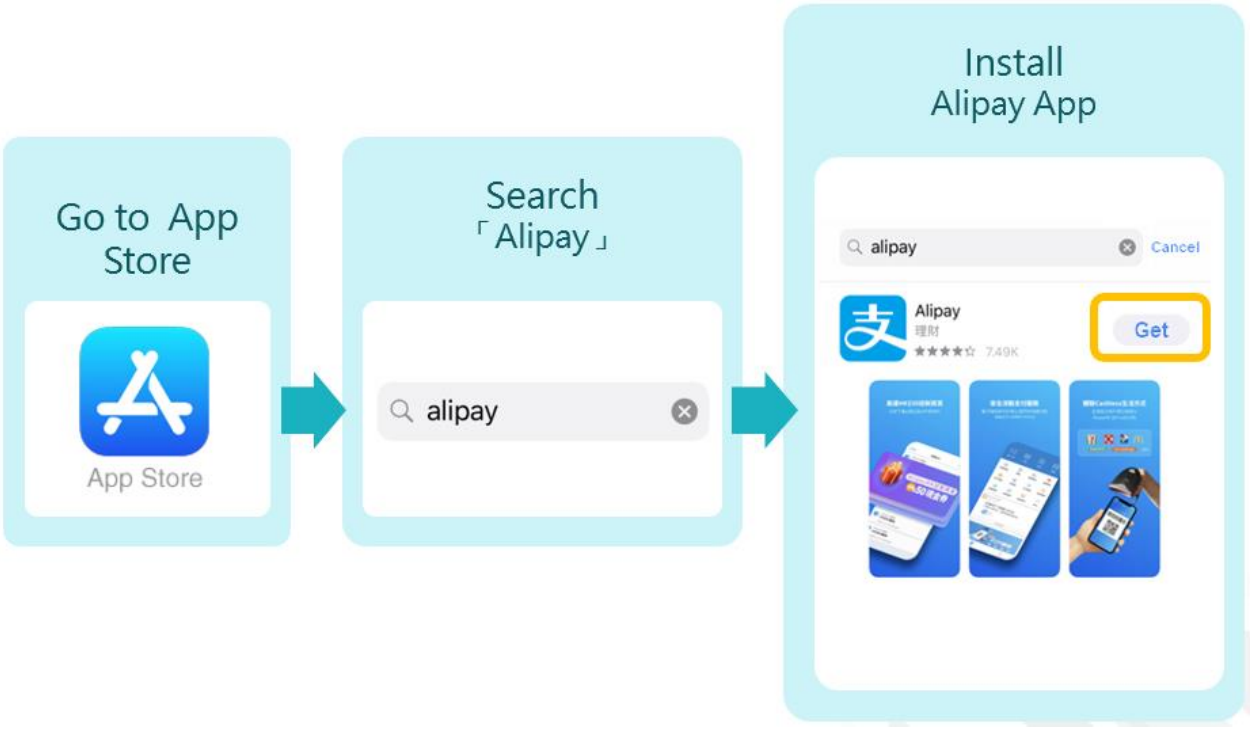




Alipay CN App

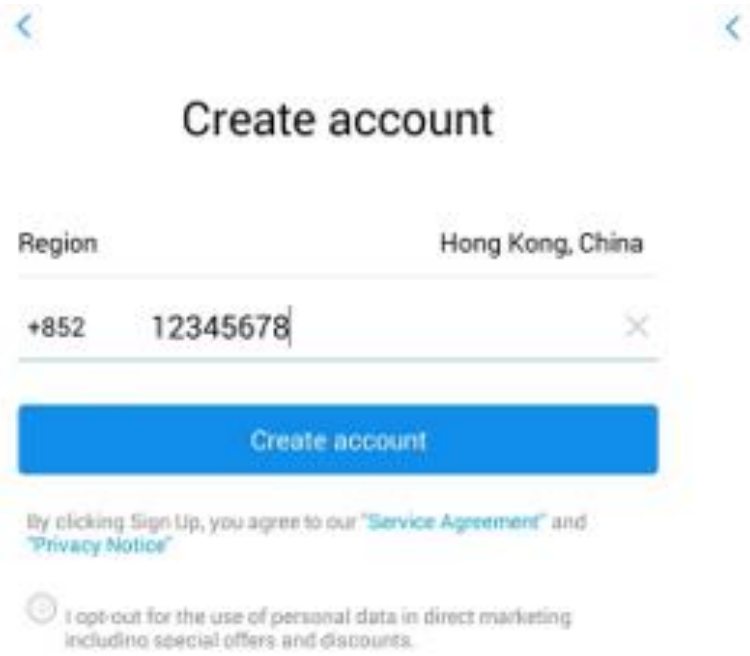
1. Installation
2. Go to “App Store(iOS)”or “Play Store(Android)”
3. Search “Alipay” and install it

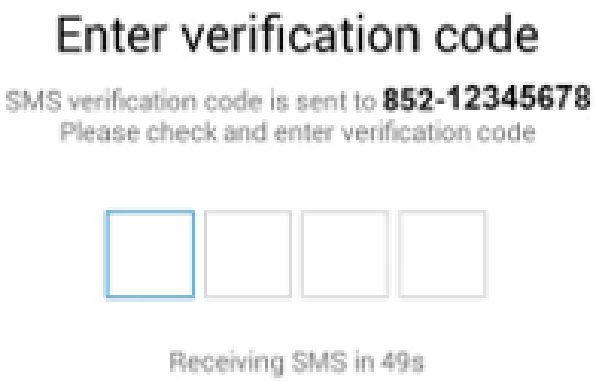


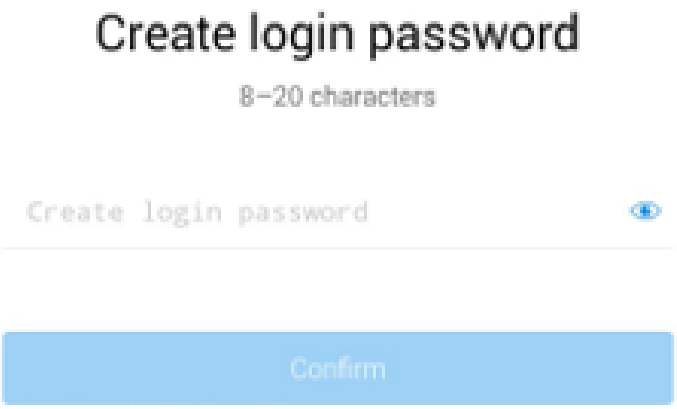


Installation (Android / iOS)

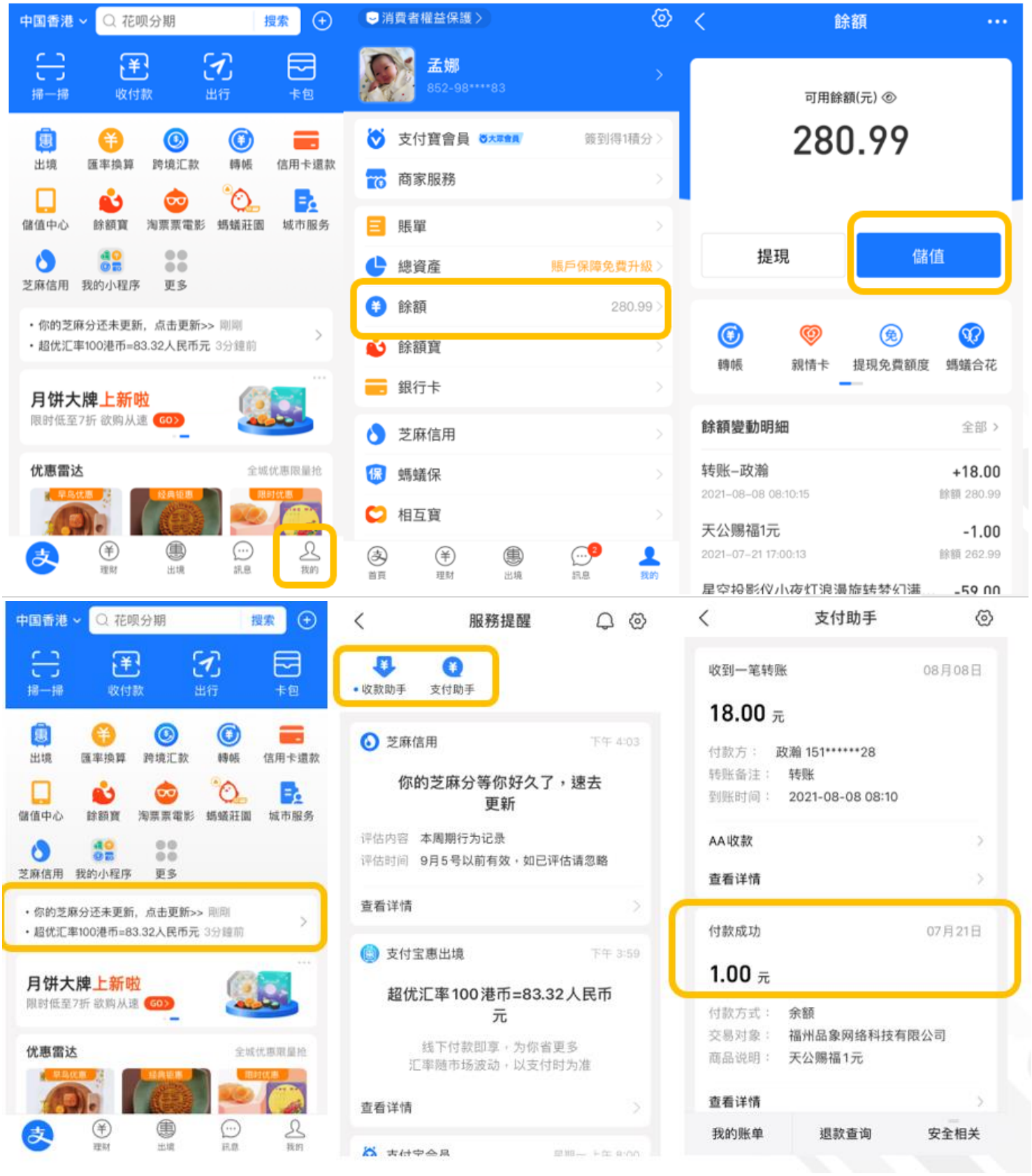
Alipay APP– Create Account







Alipay APP – Top up



Parents please notice that no service charge will have to pay for the Alipay HK because this is the first time that our school uses this service. Although there is no administration fee for using AlipayHK this year, starting from 2021-2022, there will be a $10 annual charge on each student's account for using AlipayHK. For using Wechat Pay, 1.2% of the payment will be charged as an administration fee. Parents may choose either AlipayHK or WeChat Pay as a payment method. However, to register for AlipayHK , parents need a Hong Kong phone number. If you have any questions, you are welcome to contact Mr Chan Ka Wing from our school's IT department at 24556111.