



# 中國香港學界體育聯會

The Schools Sports Federation of Hong Kong, China

比賽系統 (COMP)  
Competition System

# User Manual

1. Interface
2. Enrollment
  - A. Regional Competition
  - B. Jing Ying Competition
3. Amend the Enrollment
4. Registration Arrangement for  
“Athletes Pending Registration”

1.

# Interface

# 1. Interface



Website : [entry.hkssf.org.hk](http://entry.hkssf.org.hk)



HKSSF Competition System

Login ID

Password

Login

Please login with STAR  
teacher account.

# 1. Interface

The screenshot displays the HKSSF Competition System interface. The top navigation bar includes 'Home' and 'Enrollment' tabs, with the 'Enrollment' tab selected. The user is logged in as 'TEST\_NTP\_Teacher'. The main content area features a large banner image of a stadium filled with spectators. Below the banner, the 'HKSSF Competition System' title is centered. The interface is divided into several sections: 1. 'HKSSF Competition 2024 - 2025' section showing 'No. of Events' (43) and 'No. of Participants' (38). 2. A medal count section displaying four medals (Gold, Silver, Bronze, and a fourth medal) with counts 8, 4, 3, and 8 respectively. 3. 'Enroll Information' section showing 'Outstanding Payment' (10) and 'Athletes Pending Registration' (22). 4. 'Enrolling' section for the 'Tai Po Area Inter-Primary Schools Athletics Competition' with an 'Enrollment Deadline' of 2024-11-04 and a 'Submitted at' time of 2024-10-10 11:18. 5. 'Competition Schedule' section listing three events: 'Tai Po Area Inter-Primary Schools Athletics Competition' (2024-10-26 09:00-16:00), 'NTP Swimming Competition' (2024-10-31 09:00-16:00), and 'NTP AT Competitions' (2024-10-31 09:00-16:00). An 'Edit' button with a right arrow is located at the bottom right of the 'Enrolling' section.

Home Enrollment ENG 繁 TEST\_NTP\_Teacher

HKSSF Competition System

HKSSF Competition 2024 - 2025

| No. of Events | No. of Participants | Gold | Silver | Bronze | Fourth |
|---------------|---------------------|------|--------|--------|--------|
| 43            | 38                  | 8    | 4      | 3      | 8      |

Enroll Information

|                     |    |                               |    |
|---------------------|----|-------------------------------|----|
| Outstanding Payment | 10 | Athletes Pending Registration | 22 |
|---------------------|----|-------------------------------|----|

Enrolling

Tai Po Area Inter-Primary Schools Athletics Competition

Enrollment Deadline 2024-11-04 Submitted at 2024-10-10 11:18 Edit →

Competition Schedule

- 2024-10-26 09:00-16:00  
Tai Po Area Inter-Primary Schools Athletics Competition
- 2024-10-31 09:00-16:00  
NTP Swimming Competition
- 2024-10-31 09:00-16:00  
NTP AT Competitions

# 1. Interface

Select Language

The screenshot displays the HKSSF Competition System interface. At the top, a blue navigation bar contains a logo on the left, 'Home' and 'Enrollment' links in the center, and a language selection dropdown on the right. The dropdown is open, showing 'ENG' and '繁' (Cantonese) options. Below the navigation bar, a banner image shows a large crowd at a sports event. The main content area is titled 'HKSSF Competition System' and features a section for 'HKSSF Competition 2024 - 2025'. This section displays statistics: 'No. of Events' (43) and 'No. of Participants' (38). To the right of these statistics are four medal icons with counts: Gold (8), Silver (4), Bronze (3), and a fourth medal (8). Below the statistics is an 'Enrolling' section for the 'Tai Po Area Inter-Primary Schools Athletics Competition'. At the bottom, there are two buttons: 'Enrollment Deadline 2024-11-04' and 'Submitted at 2024-10-10 11:18'. On the right side, there is a 'Competition Schedule' section listing events: '2024-10-26 09:00-16:00 Tai Po Area Inter-Primary Schools Athletics Competition', '2024-10-31 09:00-16:00 NTP Swimming Competition', and '2024-10-31 09:00-16:00 NTP AT Competitions'. A red box highlights the language selection dropdown, and a callout bubble shows the '繁' and 'ENG' options.

Home Enrollment

ENG 繁

TEST\_NTP\_Teacher

HKSSF Competition System

HKSSF Competition 2024 - 2025

No. of Events  
43

No. of Participants  
38

8 4 3 8

Enrolling

Tai Po Area Inter-Primary Schools Athletics Competition

Enrollment Deadline 2024-11-04 Submitted at 2024-10-10 11:18 Edit

Competition Schedule

2024-10-26 09:00-16:00  
Tai Po Area Inter-Primary Schools Athletics Competition

2024-10-31 09:00-16:00  
NTP Swimming Competition

2024-10-31 09:00-16:00  
NTP AT Competitions

# 1. Interface

The screenshot displays the HKSSF Competition 2024-2025 interface. The top navigation bar includes 'Home' and 'Enrollment' links, along with language options 'ENG' and '繁'. The user is logged in as 'TEST\_NTP\_Teacher', with a 'Log out' button visible in the top right corner. A dropdown menu for the user profile shows the name 'TEST\_NTP\_Teacher', the last login time '2024-09-10 10:49:18', and a 'Logout' button. The main content area features a banner for 'HKSSF Competition S' and a section for 'HKSSF Competition 2024 - 2025'. This section displays statistics: 'No. of Events' (43) and 'No. of Participants' (38). Below these are four medal icons with counts: Gold (8), Silver (4), Bronze (3), and a fourth medal (8). To the right, there is a section for 'Events Pending Registration' with a count of 22. The bottom section is titled 'Enrolling' and lists the 'Tai Po Area Inter-Primary Schools Athletics Competition'. At the bottom, there is an 'Enrollment Deadline' of 2024-11-04 and a 'Submitted at' timestamp of 2024-10-10 11:18. An 'Edit' button is also present.

Home Enrollment ENG 繁 TEST\_NTP\_Teacher

HKSSF Competition S

HKSSF Competition 2024 - 2025

No. of Events 43 No. of Participants 38

8 4 3 8

TEST\_NTP\_Teacher  
Last login 2024-09-10 10:49:18  
Logout

Events Pending Registration 22

Enrolling

Tai Po Area Inter-Primary Schools Athletics Competition

Enrollment Deadline 2024-11-04 Submitted at 2024-10-10 11:18 Edit

Competition Schedule

2024-10-26 09:00-16:00  
Tai Po Area Inter-Primary Schools Athletics Competition

2024-10-31 09:00-16:00  
NTP Swimming Competition

2024-10-31 09:00-16:00  
NTP AT Competitions

# 1. Interface

The screenshot displays the HKSSF Competition System interface. At the top, a navigation bar includes 'Home' and 'Enrollment' links, along with language options (ENG, 繁) and a user profile for 'TEST\_NTP\_Teacher'. A banner image shows a modern building and a city skyline. Below the banner, the title 'Enrolled Competition Statistics in this season' is prominently displayed. The main content area is divided into several sections. The 'HKSSF Competition 2024 - 2025' section, highlighted with a red border, provides statistics for the current season: 43 events and 38 participants. It also shows medal counts: 8 gold, 4 silver, 3 bronze, and 8 fourth-place medals. To the right, the 'Enroll Information' section shows 10 outstanding payments and 22 athletes pending registration. Below this, the 'Competition Schedule' lists upcoming events: Tai Po Area Inter-Primary Schools Athletics Competition (2024-10-26), NTP Swimming Competition (2024-10-31), and NTP AT Competitions (2024-10-31). At the bottom, the 'Enrolling' section for the Tai Po Area Inter-Primary Schools Athletics Competition shows an enrollment deadline of 2024-11-04 and a submission time of 2024-10-10 11:18. An 'Edit' button is also visible.

Home Enrollment ENG 繁 TEST\_NTP\_Teacher

## Enrolled Competition Statistics in this season

HKSSF Competition System

### HKSSF Competition 2024 - 2025

| No. of Events | No. of Participants | Gold | Silver | Bronze | Fourth Place |
|---------------|---------------------|------|--------|--------|--------------|
| 43            | 38                  | 8    | 4      | 3      | 8            |

### Enroll Information

|                     |    |                               |    |
|---------------------|----|-------------------------------|----|
| Outstanding Payment | 10 | Athletes Pending Registration | 22 |
|---------------------|----|-------------------------------|----|

### Competition Schedule

- 2024-10-26 09:00-16:00  
Tai Po Area Inter-Primary Schools Athletics Competition
- 2024-10-31 09:00-16:00  
NTP Swimming Competition
- 2024-10-31 09:00-16:00  
NTP AT Competitions

### Enrolling

Tai Po Area Inter-Primary Schools Athletics Competition

Enrollment Deadline 2024-11-04 Submitted at 2024-10-10 11:18 Edit

# 1. Interface

The screenshot displays the HKSSF Competition System interface. At the top, a navigation bar includes a logo, 'Home', 'Enrollment', language options (ENG, 繁), and a user profile (TEST\_NTP\_Teacher). Below the navigation bar is a banner image of a stadium filled with spectators. The main content area is divided into several sections:

- HKSSF Competition 2024 - 2025**: A summary section showing enrollment statistics. It includes a table with 'No. of Events' (43) and 'No. of Participants' (38). To the right, there are four medal icons (Gold, Silver, Bronze, and a fourth medal) with their respective counts: 8, 4, 3, and 8.
- Enroll Information**: A section with two cards. The 'Outstanding Payment' card is highlighted with a red border and shows a value of 10. The 'Athletes Pending Registration' card shows a value of 22.
- Enrolling**: A section for the 'Tai Po Area Inter-Primary Schools Athletics Competition'. It features an 'Enrollment Deadline' of 2024-11-04 and a 'Submitted at' timestamp of 2024-10-10 11:18. An 'Edit' button with a right arrow is also present.
- Competition Schedule**: A section listing upcoming competitions with their dates and times:
  - 2024-10-26 09:00-16:00: Tai Po Area Inter-Primary Schools Athletics Competition
  - 2024-10-31 09:00-16:00: NTP Swimming Competition
  - 2024-10-31 09:00-16:00: NTP AT Competitions

# 1. Interface

The screenshot displays the HKSSF Competition System interface. The top navigation bar includes 'Home' and 'Enrollment' tabs, with the 'Enrollment' tab selected. The user is logged in as 'TEST\_NTP\_Teacher'. The main header features a banner image of a stadium filled with spectators, with the text 'HKSSF Competition System' overlaid.

Below the banner, the 'HKSSF Competition 2024 - 2025' section is visible. It displays two statistics: 'No. of Events' (43) and 'No. of Participants' (38). To the right, there are four medal icons (Gold, Silver, Bronze, and a fourth icon). A callout box labeled 'Outstanding Payment of Enrollment' points to the 'Outstanding Payment' section, which shows a value of 10. Another callout box points to the 'Enrollment' section, which shows a value of 22 for 'Athletes Pending Registration'.

The 'Enrollment' section is further detailed with a table showing the status of enrollment. The table has two tabs: 'Enrolling' and 'Enrolled'. The 'Enrolling' tab is selected. The table lists the competition name 'Inter-School Athletics Competitions 2024-2025' with a status of 'Unpaid'. It also shows the date '2024-11-04 10:13-17:13' and the location 'Tai Po Sports Ground'. A note indicates that the team list is to be submitted through the Online Entry System starting from 9 Sep, 2024. The table also shows the 'Enroll Edit Deadline' as '2024-09-13' and the 'Submitted at' as '2024-09-17 10:03'. The status 'Unpaid' is highlighted in red.

| Enrolling                                                                                                                                                                | Enrolled         |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| All payment status                                                                                                                                                       |                  |
| Inter-School Athletics Competitions 2024-2025 Unpaid                                                                                                                     |                  |
| 2024-11-04 10:13-17:13 Tai Po Sports Ground 3 Competition Items                                                                                                          |                  |
| Team List to be submitted through Online Entry System starting from 9 Sep, 2024. Competition information will be uploaded to the HKSSF website before team list opening. |                  |
| Enroll Edit Deadline                                                                                                                                                     | 2024-09-13       |
| Submitted at                                                                                                                                                             | 2024-09-17 10:03 |
| Unpaid                                                                                                                                                                   |                  |

# 1. Interface

The screenshot displays the STAR (Student Athletes Registration System) interface. The main navigation bar includes 'Home' and 'Enrollment'. A central panel shows the login form with fields for 'Username' and 'Password', a 'Forgot your password?' link, and a 'Login' button. To the left, a sidebar displays 'HKSSF Competition 20...' and 'No. of Events 43'. To the right, a table lists pending registrations, with 'Athletes Pending Registration' highlighted in a red box and showing a count of 22. A callout box points to this table with the text: 'Click here to enter STAR to handle the application of Athletes Pending Registration.' At the bottom, a status bar shows the 'Enrollment Deadline 2024-11-04' and 'Submitted at 2024-10-10 11:18'. A red asterisk annotation at the bottom center reads: '\*Login with STAR teacher account'.

Home Enrollment

學生運動員註冊系統  
Student Athletes  
Registration System

繁 ENG

HKSSF Competition 20...

No. of Events  
**43**

Enrolling

Tai Po Area Inter-Primary Scho...

Athletes Pending Registration **22**

Username  
Password

Forgot your password? Login

\*Login with STAR teacher account

Enrollment Deadline 2024-11-04 Submitted at 2024-10-10 11:18

Edit →

2024-10-31 09:00-16:00  
NTP AT Competitions

# 1. Interface

Click here to enter STAR to handle the application of Athletes Pending Registration.

The screenshot displays the Student Athlete Registration System interface. The top navigation bar includes 'Home' and 'Enrollment'. The sidebar on the left contains the following menu items: Home, Registered Student Athletes, Student Athlete Registration (highlighted with a red box), All / New Registration, Temporary Saved (highlighted with a red box), Pending Approval by Principal, Pending Approval by HKSSF, Ready for Collection, Approved Batch, Rejected Registration by HKSSF, Manage E-card, Team Manager (Non-staff), and Registration. The main content area shows a 'Temporary Saved' section with a search bar and buttons for '+ New Student', 'Select from Last Year's Student Athletes', 'Select from eClass', 'Import', and 'Move to Other Batch'. Below this is a table with two rows of pending registrations:

| ID | Event           | Registration Status | Registration Date                                                                                     | Action              |
|----|-----------------|---------------------|-------------------------------------------------------------------------------------------------------|---------------------|
| 1  | 100米<br>100M    | Pending             | 01-10-2015<br>Please fill in Identity Document Number<br>Please fill in Grade<br>Please fill in Level | Move to Edit Delete |
| 2  | 待註冊<br>Applying | Pending             | 09-09-2015<br>Please fill in Identity Document Number<br>Please fill in Grade<br>Please fill in Level | Move to Edit Delete |

At the bottom of the interface, there is an 'Enrollment Deadline' of 2024-11-04 and a 'Submitted at' timestamp of 2024-10-10 11:18. The bottom right corner shows the date and time: 2024-10-31 09:00-16:00, and the location: NTP AT Competitions.

Athletes Pending Registration 22

# 1. Interface

The screenshot displays the HKSSF Competition System interface. At the top, there is a navigation bar with 'Home' and 'Enrollment' tabs, and a user profile 'TEST\_NTP\_Teacher'. Below the navigation bar is a banner image of a large stadium filled with spectators. The main content area is divided into several sections:

- HKSSF Competition 2024 - 2025**: This section displays enrollment statistics. It shows 'No. of Events' as 43 and 'No. of Participants' as 38. To the right, there are four medals (Gold, Silver, Bronze, and a fourth medal) with counts 8, 4, 3, and 8 respectively.
- Enroll Information**: This section includes a link for 'Outstanding Payment' and a prominent 'Competition Schedule' button.
- Enrolling**: This section shows the 'Tai Po Area Inter-Primary Schools Athletics Competition'. It includes an 'Enrollment Deadline' of 2024-11-04 and a 'Submitted at' timestamp of 2024-10-10 11:18. There is also an 'Edit' button.
- Competition Schedule**: This section, highlighted with a red border, lists the following events:
  - 2024-10-26 09:00-16:00: Tai Po Area Inter-Primary Schools Athletics Competition
  - 2024-10-31 09:00-16:00: NTP Swimming Competition
  - 2024-10-31 09:00-16:00: NTP AT Competitions

# 1. Interface

The screenshot displays the HKSSF Competition System interface. The top navigation bar includes 'Home' and 'Enrollment' tabs, with the 'Enrollment' tab selected. The user is logged in as 'TEST\_NTP\_Teacher'. The main content area features a large banner image of a stadium filled with spectators. Below the banner, the 'HKSSF Competition System' title is centered. The interface is divided into several sections:

- HKSSF Competition 2024 - 2025**: This section displays enrollment statistics. It shows 'No. of Events' as 43 and 'No. of Participants' as 38. Below these numbers, a box labeled 'Competition for enrolling' is highlighted. To the right, there are four medal icons (Gold, Silver, Bronze, and a fourth medal) with counts 3 and 8 below them.
- Enroll Information**: This section shows 'Outstanding Payment' as 10 and 'Athletes Pending Registration' as 22.
- Competition Schedule**: This section lists upcoming competitions: '2024-10-26 09:00-16:00 Tai Po Area Inter-Primary Schools Athletics Competition', '2024-10-31 09:00-16:00 NTP Swimming Competition', and '2024-10-31 09:00-16:00 NTP AT Competitions'.
- Enrolling**: This section is highlighted with a red border. It shows the 'Tai Po Area Inter-Primary Schools Athletics Competition' with an 'Enrollment Deadline' of '2024-11-04' and a 'Submitted at' time of '2024-10-10 11:18'. An 'Edit' button with a right arrow is also present.

# 1. Interface

The screenshot displays the HKSSF Competition System interface. At the top, a dark blue navigation bar contains a logo on the left, followed by 'Home' and 'Enrollment' (highlighted with a red box). On the right of the bar are links for 'ENG', a Chinese character, and a user profile labeled 'TEST\_NTP\_Teacher'. Below the navigation bar is a banner image of a large stadium filled with spectators, with the text 'HKSSF Competition System' centered. The main content area is titled 'Enrollment' and features two tabs: 'Enrolling' (highlighted with a red box) and 'Enrolled'. A search bar with a magnifying glass icon is located on the right. Below the tabs, the section 'Tai Po Area Inter-Primary Schools Athletics Competition' is shown, with details for dates (2024-12-05 09:00-16:00, 2024-12-06 09:00-16:00), location (Tai Po Sports Ground), and 9 competition items. At the bottom left, a red pill-shaped button indicates the 'Enrollment Deadline' as '2024-10-31'. At the bottom right, a blue button with a right arrow says 'Enroll now'.

Home Enrollment All enrollment

ENG 繁 TEST\_NTP\_Teacher

HKSSF Competition System

Enrollment

Enrolling Enrolled

Search

Tai Po Area Inter-Primary Schools Athletics Competition

2024-12-05 09:00-16:00, 2024-12-06 09:00-16:00 Tai Po Sports Ground 9 Competition Items

Enrollment Deadline 2024-10-31

Enroll now →

# 2A.

## Enrollment (Regional)

## 2A. Enrollment (Regional)

Teacher **MUST** submit the enrollment on or before the deadline.

The screenshot shows the 'Enrollment' page of the HKSSF Online Entry System. At the top, there's a header with the 'Enrollment' title and a search bar. Below this, there are two tabs: 'Enrolling' (active) and 'Enrolled'. A search bar is also present below the tabs. The main content area is titled 'Inter-School Athletics Competitions 2024-2025'. It includes a date range '2024-11-04 10:13-17:13', a location 'Tai Po Sports Ground', and '3 Competition Items'. A paragraph states: 'Team List to be submitted through Online Entry System starting from 9 Sep, 2024. Competition information will be uploaded to the HKSSF website before team list opening.' At the bottom left, there is a red-bordered box containing the text 'Enrollment Deadline' and '2024-10-31'. At the bottom right, there is a blue button labeled 'Enroll now' with a right-pointing arrow, which is highlighted by a red box and a red arrow pointing to it from the text 'Click [Enroll now] to start.'

Click [Enroll now]  
to start.

# 2A. Enrollment (Regional)

## 1. View Competition Information and Entry Conditions

[< Back](#) | Inter-School Athletics Competitions 2024-2025

Enrollment

Enrollment Deadline 2024-10-31

**Competition Information**

Team List to be submitted through Online Entry System starting from 9 Sep, 2024. Competition information will be uploaded to the HKSSF website before team list opening.

📅 2024-11-04 10:13 -17:13

📍 Tai Po Sports Ground

🏆 3 Competition Items

**Entry conditions**

|                             |            |             |   |
|-----------------------------|------------|-------------|---|
| Entry per athlete           | Individual | All Event   | 4 |
|                             | Individual | Track Event | 2 |
|                             | Individual | Field Event | 2 |
| Teacher Official Nomination | 1 - 3      |             |   |
| Student Helper Nomination   | 1 - 3      |             |   |

# 2A. Enrollment (Regional)

## 2. Event Enrollment

- Click the number in blue to nominate / select athletes for different events and grades.

| Enrollment                                                                                            |                     |         |         |                        |         |         |         |                                    |
|-------------------------------------------------------------------------------------------------------|---------------------|---------|---------|------------------------|---------|---------|---------|------------------------------------|
| Please note enrollment must be submitted on or before the deadline, though it is automatically saved. |                     |         |         |                        |         |         |         |                                    |
| Print                                                                                                 | View All Nomination | Import  | Export  | HKAAA Registration No. |         |         |         | Show Name <input type="checkbox"/> |
|                                                                                                       | Boys                |         |         |                        | Girls   |         |         |                                    |
|                                                                                                       | Grade A             | Grade B | Grade C | Grade Special          | Grade A | Grade B | Grade C | Grade Special                      |
| 100m                                                                                                  | 0 / 2               | 0 / 2   | 0 / 2   | 0 / 2                  | 0 / 2   | 0 / 2   | 0 / 2   | 0 / 2                              |
| 200m                                                                                                  | 0 / 2               | 0 / 2   | 0 / 2   | 0 / 2                  | 0 / 2   | 0 / 2   | 0 / 2   | 0 / 2                              |
| 4 x 100m Relay                                                                                        | 0 / 4~6             | 0 / 4~6 | 0 / 4~6 | 0 / 4~6                | 0 / 4~6 | 0 / 4~6 | 0 / 4~6 | 0 / 4~6                            |

## 2A. Enrollment (Regional)

- Select [Registered Athlete] or [Athletes Pending Registration].

Select athlete

Please select an athlete from the table below.

⚠ Maximum 2 athletes per event.

Back

×

Selected: 1   Remaining: 1

Registered Athlete   Athletes Pending Registration

Search

All Class   All Status   Search

| Registration No.                              | Chinese Name | English Name | Photo                                                                             | Registration Grade              | Level | Enrolled Event | Status    |
|-----------------------------------------------|--------------|--------------|-----------------------------------------------------------------------------------|---------------------------------|-------|----------------|-----------|
| <input checked="" type="checkbox"/> 240001211 | 黄家芬          | Wong Ka Fun  |  | Primary Schools - Girls Grade A | P6    |                | Available |

Showing 1 to 2 of 2 entries

Cancel   Finish

Display 10 / Page

## 2A. Enrollment (Regional)

- Select athletes in [Registered Athlete], then click [Finish].

Select athlete

Please select an athlete from the table below.

⚠ Maximum 2 athletes per event. Back X

Selected: 1 Remaining: 1

Registered Athlete Athletes Pending Registration

Search

All Class All Status Search

| Registration No.                    | Chinese Name | English Name | Photo       | Registration Grade | Level                           | Enrolled Event | Status    |
|-------------------------------------|--------------|--------------|-------------|--------------------|---------------------------------|----------------|-----------|
| <input checked="" type="checkbox"/> | 240001211    | 黄家芬          | Wong Ka Fun |                    | Primary Schools - Girls Grade A | P6             | Available |

Showing 1 to 2 of 2 entries

Cancel Finish

## 2A. Enrollment (Regional)

- Click  to input the best result for the athlete (if applicable).
- Click  to change athletes or click  to delete the athlete.

Selected athlete

Please select an athlete from the table below.

Selected: 1

Remaining: 1

100m - Girls Grade A

 Select Athlete  Delete All





Wong Ka Fun

Best Result: 

## 2A. Enrollment (Regional)

- Fill in the best result (if applicable), then click [Submit].

Select athlete

< Back

Fill in the best result

Wong Ka Fun(100m - Girls Grade A)

Date of Competition \*

2022-09-29

Competition Name

Inter School Athletics Competition 2022-2023

Organiser

The School Sports Federatoion of Hong Kong, China

Best Result \*

0:21.00

Timing \*

☒ Hand timing

☐ Electronic timing

Wind Speed

Upload proof

Select file

\* Required Fields

Cancel

Submit

## 2A. Enrollment (Regional)

- Click [Select Athlete] to add other athletes or [Delete All] to delete all the selected athletes.

Selected athlete

Please select an athlete from the table below.

Selected: 1 Remaining: 1

100m - Girls Grade A

+ Select Athlete

- Delete All



Wong Ka Fun

Best Result: 0:21.00

Maximum nomination of each event.

## 2A. Enrollment (Regional)

- Click [Add] in [Athletes Pending Registration] to nominate athlete who has not been registered in this season.

Select athlete

×

Please select an athlete from the table below.

⚠ Maximum 1 athletes per event. Back ×

Selected: 1 Remaining: 1

Registered Athlete

Athletes Pending Registration

| Chinese Name*    | English Name* | Last Year Athlete Registration No. | Date of birth (DD-MM-YYYY)* |
|------------------|---------------|------------------------------------|-----------------------------|
| <div>+ Add</div> |               |                                    |                             |

Cancel

Finish

## 2A. Enrollment (Regional)

- Input athlete's information, then click [Finish].

Select athlete

Please select an athlete from the table below.

⚠ Maximum 1 athletes per event. Back

Selected: 2 Remaining: 0

Registered Athlete

Athletes Pending Registration

| Chinese Name* | English Name* | Last Year Athlete Registration No. | Date of birth (DD-MM-YYYY)* |
|---------------|---------------|------------------------------------|-----------------------------|
| 李芯瑩           | Lee Sum Ying  |                                    | 30-11-2016                  |

+ Add

Cancel

Finish

## 2A. Enrollment (Regional)

- Click  to input the best result for the athlete (if applicable).
- Click  to change athlete or click  to delete the athlete.

Selected athlete

Please select an athlete from the table below.

Selected: 2    Remaining: 0

100m - Girls Grade A

 Select Athlete    Delete All

|                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  <div> </div> <div>Wong Ka Fun<br/>Best Result: 0:21.00 </div> |  <div> </div> <div>Lee Sum Ying<br/>Best Result: <br/>(Athlete pending registration)</div> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## 2A. Enrollment (Regional)

- Click the icon for editing the information of the athlete pending registration, then click [Edit] to edit.

**Selected athlete**

Please select an athlete from the table below.

100m - Girls Grade A

|                                                                                                                                                                                                            |                                                                                                                                                                                                                                       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <br>Wong Ka Fun<br>Best Result: 0:21.00  | <br>Lee Sum Ying<br>Best Result: <br>(Athlete pending registration) |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**View Athlete**

Chinese Name: 李芯瑩

English Name: Lee Sum Ying

Date of birth: 30-11-2016

Back **Edit**

## 2A. Enrollment (Regional)

- Click [Confirm] after edited the athlete's information.

Edit Athlete

Chinese Name:

李芯瑩

English Name:

Lee Sum Ying

Date of birth (DD-MM-YYYY):

20-11-2030

Last Year Athlete Registration No.:

Back

Confirm

## 2A. Enrollment (Regional)

- Athlete nomination for relay event is subject to each competition.

Athlete nomination is required

|                | Boys    |         |         |
|----------------|---------|---------|---------|
|                | Grade A | Grade B | Grade C |
| 100m           | 0 / 2   | 0 / 2   | 0 / 2   |
| 200m           | 0 / 2   | 0 / 2   | 0 / 2   |
| 4 x 100m Relay | 0 / 4~6 | 0 / 4~6 | 0 / 4~6 |

Athlete nomination is NOT required

|                | Boys                                 |                                      |                                      |
|----------------|--------------------------------------|--------------------------------------|--------------------------------------|
|                | Grade A                              | Grade B                              | Grade C                              |
| 100m           | 0 / 2                                | 0 / 2                                | 0 / 2                                |
| 200m           | 0 / 2                                | 0 / 2                                | 0 / 2                                |
| 4 x 100m Relay | <input type="checkbox"/> Participate | <input type="checkbox"/> Participate | <input type="checkbox"/> Participate |

## 2A. Enrollment (Regional)

- Click [Import] to import nomination via Excel file.

**Enrollment**

Please note enrollment must be submitted on or before the deadline, though it is automatically saved.

Print

View All Nomination

**Import**

Export

HKAAA Registration No.

Show Name ☐

|                | Boys    |         |         |               | Girls   |         |         |               |
|----------------|---------|---------|---------|---------------|---------|---------|---------|---------------|
|                | Grade A | Grade B | Grade C | Grade Special | Grade A | Grade B | Grade C | Grade Special |
| 100m           | 0 /2    | 2 /2    | 0 /2    | 0 /2          | 2 /2    | 1 /2    | 0 /2    | 0 /2          |
| 200m           | 0 /2    | 0 /2    | 0 /2    | 0 /2          | 0 /2    | 0 /2    | 0 /2    | 0 /2          |
| 4 x 100m Relay | 0 /4~6  | 0 /4~6  | 0 /4~6  | 0 /4~6        | 0 /4~6  | 0 /4~6  | 0 /4~6  | 0 /4~6        |

## 2A. Enrollment (Regional)

- Download sample.

[< Back](#) | Enrollment

1

2

3

Select file

Confirmation

Imported result

Competition Name

Inter-School Athletics Competitions 2024-2025

Source file

 [Select file](#)

Remark

1. If athlete nomination is required in relay events, please input all nominations (includes individual & relay event) in [Data] sheet, in order to import file successfully and delete the [Data\_R] sheet.
2. If athlete nomination is NOT required in relay events, please input individual nomination in [Data] sheet; and input your willingness of participating relay event in [Data\_R] sheet.
3. Minimum 4 athletes for the nomination of relay event.
4. "Best Result" cannot be inputted via the way of "Import".

Format:

[View details of Data Sheet](#) [View details of Data R Sheet](#) [Download sample](#)

Cancel

## 2A. Enrollment (Regional)

- If **athlete nomination is required** in the relay events, please input all nomination (includes individual & relay event) in **[Data]** sheet, in order to import file successfully and delete the **[Data R]** sheet.

|   | A            | B             | C                        | D           | E          | F                                        | G                                       | H             | I             | J            |
|---|--------------|---------------|--------------------------|-------------|------------|------------------------------------------|-----------------------------------------|---------------|---------------|--------------|
| 1 | Chinese Name | English Name  | Athlete Registration No. | Event Grade | Event Code | Having Valid Registration Card This Year | Athlete Registration No. from Last Year | Date of Birth | Identity Type | Identity No. |
| 2 | 陳小明          | Chan Siu Ming | 190092251                | 9           | 5000m      | Y                                        |                                         |               |               |              |
| 3 | 王大文          | Wong Tai Man  |                          | 10          | 800m       | N                                        | 210011291                               | 2013-02-03    |               |              |
| 4 |              |               |                          |             |            |                                          |                                         |               |               |              |
| 5 |              |               |                          |             |            |                                          |                                         |               |               |              |
| 6 |              |               |                          |             |            |                                          |                                         |               |               |              |

< >

Data

Data R

Event Grade

Event Code

Having Valid Registration Card

Identity Type

Id...

...

+

:

◀

**Must delete  
this sheet.**

## 2A. Enrollment (Regional)

- If **athlete nomination is NOT required** in relay events, please input individual nomination in [Data] sheet; and input your willingness of participating relay event in [Data R] sheet.

|   | A            | B             | C                        | D           | E          | F                                        | G                                       | H             | I             | J            |
|---|--------------|---------------|--------------------------|-------------|------------|------------------------------------------|-----------------------------------------|---------------|---------------|--------------|
| 1 | Chinese Name | English Name  | Athlete Registration No. | Event Grade | Event Code | Having Valid Registration Card This Year | Athlete Registration No. from Last Year | Date of Birth | Identity Type | Identity No. |
| 2 | 陳小明          | Chan Siu Ming | 190092251                | 9 500m      | Y          |                                          |                                         |               |               |              |
| 3 | 王大文          | Wong Tai Man  |                          | 10 800m     | N          |                                          | 210011291                               | 2013-02-03    |               |              |
| 4 |              |               |                          |             |            |                                          |                                         |               |               |              |
| 5 |              |               |                          |             |            |                                          |                                         |               |               |              |
| 6 |              |               |                          |             |            |                                          |                                         |               |               |              |

Navigation: < > | Data | Data R | Event Grade | Event Code | Having Valid Registration Card | Identity Type | Id ... + : ◀

|   | A           | B           | C                            | D | E | F | G | H | I | J | K |
|---|-------------|-------------|------------------------------|---|---|---|---|---|---|---|---|
| 1 | Event Grade | Event Code  | Willingness of Participation |   |   |   |   |   |   |   |   |
| 2 |             | 9 4x100m-R  | Y                            |   |   |   |   |   |   |   |   |
| 3 |             | 10 4x400m-R | N                            |   |   |   |   |   |   |   |   |
| 4 |             |             |                              |   |   |   |   |   |   |   |   |
| 5 |             |             |                              |   |   |   |   |   |   |   |   |
| 6 |             |             |                              |   |   |   |   |   |   |   |   |

Navigation: < > | Data | Data R | Event Grade | Event Code | Having Valid Registration Card | Identity Type | Id ... + :

## 2A. Enrollment (Regional)

- Click [Select file].

[< Back](#) | Enrollment

1

2

3

Select file

Confirmation

Imported result

Competition Name

Inter-School Athletics Competitions 2024-2025

Source file

 Select file

Remark

1. If athlete nomination is required in relay events, please input all nominations (includes individual & relay event) in [Data] sheet, in order to import file successfully and delete the [Data\_R] sheet.
2. If athlete nomination is NOT required in relay events, please input individual nomination in [Data] sheet; and input your willingness of participating relay event in [Data\_R] sheet.
3. Minimum 4 athletes for the nomination of relay event.
4. "Best Result" cannot be inputted via the way of "Import".

Format:

[View details of Data Sheet](#) [View details of Data R Sheet](#) [Download sample](#)

Cancel

## 2A. Enrollment (Regional)

- Click [Next].

[< Back](#) | Enrollment

1

2

3

Select file

Confirmation

Imported result

Competition Name

Inter-School Athletics Competitions 2024-2025

Source file

 example (13).xlsx (13.14 KB)

Remark

1. If athlete nomination is required in relay events, please input all nominations (includes individual & relay event) in [Data] sheet, in order to import file successfully and delete the [Data\_R] sheet.
2. If athlete nomination is NOT required in relay events, please input individual nomination in [Data] sheet; and input your willingness of participating relay event in [Data\_R] sheet.
3. Minimum 4 athletes for the nomination of relay event.
4. "Best Result" cannot be inputted via the way of "Import".

Format:

[🔍 View details of Data Sheet](#) [🔍 View details of Data R Sheet](#) [📄 Download sample](#)

Cancel

Next

## 2A. Enrollment (Regional)

- Click [Show Name] to show full name of nominated athlete during nomination.

**Enrollment**

Please note enrollment must be submitted on or before the deadline, though it is automatically saved.

Print View All Nomination Import Export HKAAA Registration No.

Show Name

|                | Boys    |                         |         |               | Girls                                    |         |         |               |
|----------------|---------|-------------------------|---------|---------------|------------------------------------------|---------|---------|---------------|
|                | Grade A | Grade B                 | Grade C | Grade Special | Grade A                                  | Grade B | Grade C | Grade Special |
| 100m           | 0 / 2   | 1 / 2<br>Chan Ka Ming ⚡ | 0 / 2   | 0 / 2         | 2 / 2<br>Wong Ka Fun ★<br>Lee Sum Ying ⚡ | 0 / 2   | 0 / 2   | 0 / 2         |
| 200m           | 0 / 2   | 0 / 2                   | 0 / 2   | 0 / 2         | 0 / 2                                    | 0 / 2   | 0 / 2   | 0 / 2         |
| 4 x 100m Relay | 0 / 4~6 | 0 / 4~6                 | 0 / 4~6 | 0 / 4~6       | 0 / 4~6                                  | 0 / 4~6 | 0 / 4~6 | 0 / 4~6       |

Athlete pending registration  
 Suspended  
 Best result filled in

## 2A. Enrollment (Regional)

- There is different symbols to show different status of athlete.

| Enrollment                                                                                            |                     |                       |         |                        |                                        |         |         |               |  |
|-------------------------------------------------------------------------------------------------------|---------------------|-----------------------|---------|------------------------|----------------------------------------|---------|---------|---------------|--|
| Please note enrollment must be submitted on or before the deadline, though it is automatically saved. |                     |                       |         |                        |                                        |         |         |               |  |
| Print                                                                                                 | View All Nomination | Import                | Export  | HKAAA Registration No. |                                        |         |         | Show Name     |  |
| Boys                                                                                                  |                     |                       |         |                        | Girls                                  |         |         |               |  |
|                                                                                                       | Grade A             | Grade B               | Grade C | Grade Special          | Grade A                                | Grade B | Grade C | Grade Special |  |
| 100m                                                                                                  | 0/2                 | 1/2<br>Chan Ka Ming ⚠ | 0/2     | 0/2                    | 2/2<br>Wong Ka Fun ★<br>Lee Sum Ying ⚠ | 0/2     | 0/2     | 0/2           |  |
| 200m                                                                                                  | 0/2                 | 0/2                   | 0/2     | 0/2                    | 0/2                                    | 0/2     | 0/2     | 0/2           |  |
| 4 x 100m Relay                                                                                        | 0/4~6               | 0/4~6                 | 0/4~6   | 0/4~6                  | 0/4~6                                  | 0/4~6   | 0/4~6   | 0/4~6         |  |

⚠ Athlete pending registration  
⊖ Suspended  
★ Best result filled in

⚠ Athlete pending registration  
⊖ Suspended  
★ Best result filled in

## 2A. Enrollment (Regional)

- Click [View All Nomination] to view nomination details by [Events] or by [Athletes].

The screenshot displays the 'Enrollment' interface. On the left, a sidebar lists events: 100m (0/2), 200m (0/2), and 4 x 100m Relay (0/4~6). A red box highlights the 'View All Nomination' button, with an arrow pointing to the 'View All Nomination' window. This window has tabs for 'Events' and 'Athletes'. The 'Events' tab is active, showing a table of nominations. The table has columns: Enrolled Event, Athlete Registration No., Chinese Name, English Name, Photo, Registration Grade, Level, and Best Result. The first row shows a nomination for '100m - Girls Grade A' by 'Wong Ka Fun' (Registration No. 240001211) with a best result of 0:21.00. The second row shows a nomination for '100m - Boys Grade B' by 'Chan Ka Ming'. The third row shows a nomination for '100m - Girls Grade A' by 'Lee Sum Ying'. A legend at the bottom left indicates: ⌘ Athlete pending registration, ⊖ Suspended, ★ Best result filled in.

**Enrollment**

Please note enrollment must be submitted by the deadline.

Print View All Nomination

**View All Nomination**

Events Athletes

All Grades

Search

| Enrolled Event       | Athlete Registration No. | Chinese Name | English Name | Photo | Registration Grade | Level | Best Result |
|----------------------|--------------------------|--------------|--------------|-------|--------------------|-------|-------------|
| 100m - Girls Grade A | 240001211                | 黃家芬          | Wong Ka Fun  |       | Girls Grade A      | P6    | 0:21.00     |
| 100m - Boys Grade B  |                          | Chan Ka Ming | Chan Ka Ming |       | Boys Grade B       |       |             |
| 100m - Girls Grade A |                          | 李芯瑩          | Lee Sum Ying |       | Girls Grade A      |       |             |

⌘ Athlete pending registration  
⊖ Suspended  
★ Best result filled in

## 2A. Enrollment (Regional)

- Click [Print] or [Export] all nomination.

| Enrollment                                                                                             |                     |                       |         |                        |                                      |         |         |               |
|--------------------------------------------------------------------------------------------------------|---------------------|-----------------------|---------|------------------------|--------------------------------------|---------|---------|---------------|
| Please note enrollment must be submitted on or before the deadline, though it is automatically saved.  |                     |                       |         |                        |                                      |         |         |               |
| Print                                                                                                  | View All Nomination | Import                | Export  | HKAAA Registration No. |                                      |         |         | Show Name     |
| Boys                                                                                                   |                     |                       |         |                        | Girls                                |         |         |               |
|                                                                                                        | Grade A             | Grade B               | Grade C | Grade Special          | Grade A                              | Grade B | Grade C | Grade Special |
| 100m                                                                                                   | 0 / 2               | 1 / 2<br>Chan Ka Ming | 0 / 2   | 0 / 2                  | 2 / 2<br>Wong Ka Fun<br>Lee Sum Ying | 0 / 2   | 0 / 2   | 0 / 2         |
| 200m                                                                                                   | 0 / 2               | 0 / 2                 | 0 / 2   | 0 / 2                  | 0 / 2                                | 0 / 2   | 0 / 2   | 0 / 2         |
| 4 x 100m Relay                                                                                         | 0 / 4~6             | 0 / 4~6               | 0 / 4~6 | 0 / 4~6                | 0 / 4~6                              | 0 / 4~6 | 0 / 4~6 | 0 / 4~6       |
| <div><div>Athlete pending registration</div><div>Suspended</div><div>Best result filled in</div></div> |                     |                       |         |                        |                                      |         |         |               |

## 2A. Enrollment (Regional)

- Click [HKAAA Registration No.] to input HKAAA Registration number for athlete (only applicable to Registered Athlete).

**Enrollment**

Please note enrollment must be submitted on or before the deadline, though it is automatically saved.

Print

View All Nomination

Import

Export

HKAAA Registration No.

Show Name

Boys

Girls

100m

200m

4 x 100m Relay

**Input HKAAA Registration No.**

| Chinese Name      | English Name | Photo | Athlete Registration No. | HKAAA Registration No. |
|-------------------|--------------|-------|--------------------------|------------------------|
| 黃家芬               | Wong Ka Fun  |       | 240001211                | A98745                 |
| <div>Submit</div> |              |       |                          |                        |

Athlete pending registration

Suspended

Best result filled in

## 2A. Enrollment (Regional)

### 3. Team Manager Setting

- Input information of “Teacher in Charge”.

The screenshot displays the 'Team Manager Setting' interface. On the left, a box titled 'Team Manager Setting' contains two entries: 'Teacher in Charge \*' and 'Team Manager'. Both entries have an 'Edit' button next to them. The 'Edit' button for 'Teacher in Charge' is highlighted with a red box, and an arrow points from it to a modal window on the right. The modal window is titled 'Set Teacher in Charge' and contains four input fields: 'Chinese Name \*' (filled with '李小明'), 'English Name \*' (filled with 'Lee Siu Ming'), 'Mobile \*' (filled with '68744888'), and 'Email \*' (filled with 'leesiuming@abc.com'). At the bottom of the modal, there are 'Cancel' and 'Submit' buttons. The 'Submit' button is highlighted with a red box. Below the modal, a red text box contains the instruction: 'Please make sure the email is correct in order to receive notification.'

Team Manager Setting

Teacher in Charge \*  Edit

Team Manager  Edit

Set Teacher in Charge

Chinese Name \* 李小明

English Name \* Lee Siu Ming

Mobile \* 68744888

Email \* leesiuming@abc.com

Cancel Submit

Please make sure the email is correct in order to receive notification.

## 2A. Enrollment (Regional)

### 3. Team Manager Setting

- Input information of “Team Manager”

The image shows a two-part interface. On the left is a summary box titled "Team Manager Setting" containing two entries: "Teacher in Charge\*" with an "Edit" button, and "Team Manager" with an "Edit" button. The "Edit" button for "Team Manager" is highlighted with a red rectangle, and an arrow points from it to a larger form on the right. The form is titled "Set Team Manager" and contains fields for "Chinese Name" (區家傑), "English Name" (Au Ka Kit), "Mobile" (98768908), and "Email" (abc@gmail.com). At the bottom of the form are "Cancel" and "Submit" buttons, with the "Submit" button highlighted by a red rectangle.

Team Manager Setting

Teacher in Charge\*  Edit

Team Manager  Edit

Set Team Manager

Chinese Name 區家傑

English Name Au Ka Kit

Mobile 98768908

Email abc@gmail.com

Cancel Submit

Please make sure the email is correct in order to receive notification.

## 2A. Enrollment (Regional)

### 3. Teacher Official Setting (If applicable)

- Input information of "Teacher official"

Teacher Official Setting

Nomination \*

#

+ Add

Set Teacher Official

Chinese Name \* 沈詠琪

English Name \* Shum Wing Ki

Mobile \* 91827364

Priority

\*Cannot select more than 2 post for Field

| Select     | Position       | Same position as previous year      | Relevant experience |
|------------|----------------|-------------------------------------|---------------------|
| Choice 1 * | Position Judge | <input checked="" type="checkbox"/> | 1 year              |

\*Required Fields

Cancel Submit

## 2A. Enrollment (Regional)

### 4. Student Helper Setting (If Applicable)

- Input information of “Student Helper”

The screenshot displays the 'Student Helper Setting' interface. On the left, a panel titled 'Student Helper Setting' contains a 'Nomination \*' section with the instruction '1 - 3 student helpers'. Below this is a table with a header row containing a '#' symbol. A red box highlights the '+ Add' button, with an arrow pointing to a modal window on the right.

The modal window, titled 'Set Student Helper', contains the following fields:

- Chinese Name \***: 陳美美
- English Name \***: Chan Mei Mei
- Level**: P6

At the bottom of the modal, there are two buttons: 'Cancel' and 'Submit'. The 'Submit' button is highlighted with a red box.

## 2A. Enrollment (Regional)

- Click [Save] to save all inputs, and click [Enter] to continue your nomination.

Student Helper Setting

Nomination \*

1 - 3 student help

\*Required Fields

Enrollment

Enrolling

Enrolled

Search

Search

Inter-School Athletics Competitions 2024-2025

2024-11-04 10:13-17:13

Tai Po Sports Ground

3 Competition Items

Team List to be submitted through Online Entry System starting from 9 Sep, 2024. Competition information will be uploaded to the HKSSF website before team list opening.

Enrollment Deadline

2024-10-31

Drafted at 2024-09-20 16:34

Enter

Save

Submit

## 2A. Enrollment (Regional)

- If the nomination is completed, you must click [Submit] **on or before the deadline** to complete the enrollment process.

### Student Helper Setting

**Nomination \***  
1 - 3 student helpers

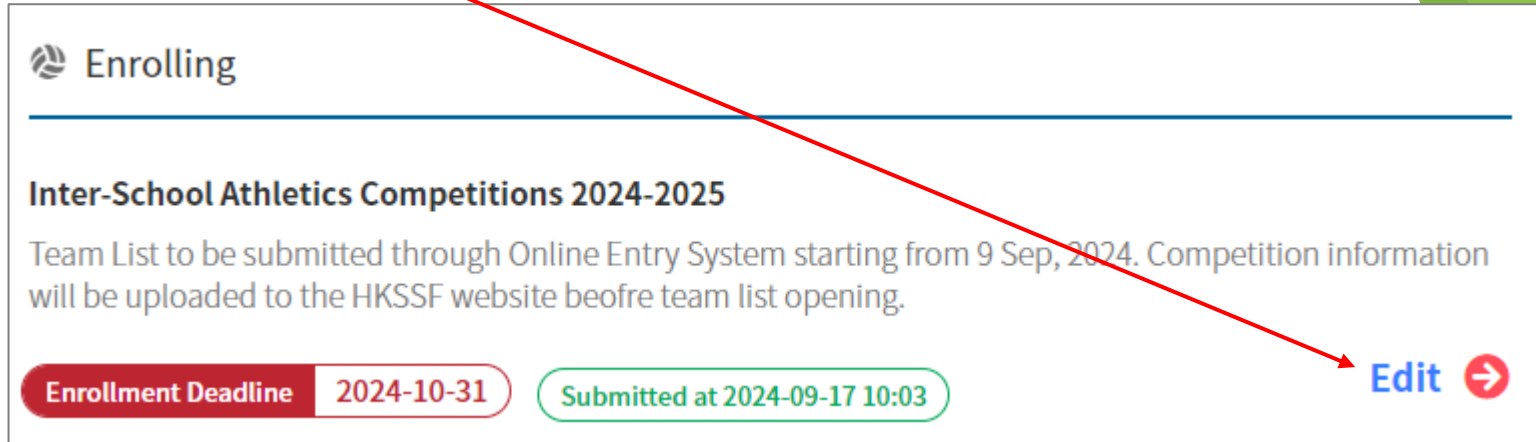
| #                     | Chinese Name | English Name | Level |                                                                                                                                                                         |
|-----------------------|--------------|--------------|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1                     | 陳美美          | Chan Mei Mei | P6    |   |
| <a href="#">+ Add</a> |              |              |       |                                                                                                                                                                         |

\*Required Fields

SaveSubmit

## 2A. Enrollment (Regional)

- Submitted enrollment is able to edit on or before the deadline by clicking [Edit].



 Enrolling

---

**Inter-School Athletics Competitions 2024-2025**

Team List to be submitted through Online Entry System starting from 9 Sep, 2024. Competition information will be uploaded to the HKSSF website before team list opening.

**Enrollment Deadline** 2024-10-31      Submitted at 2024-09-17 10:03

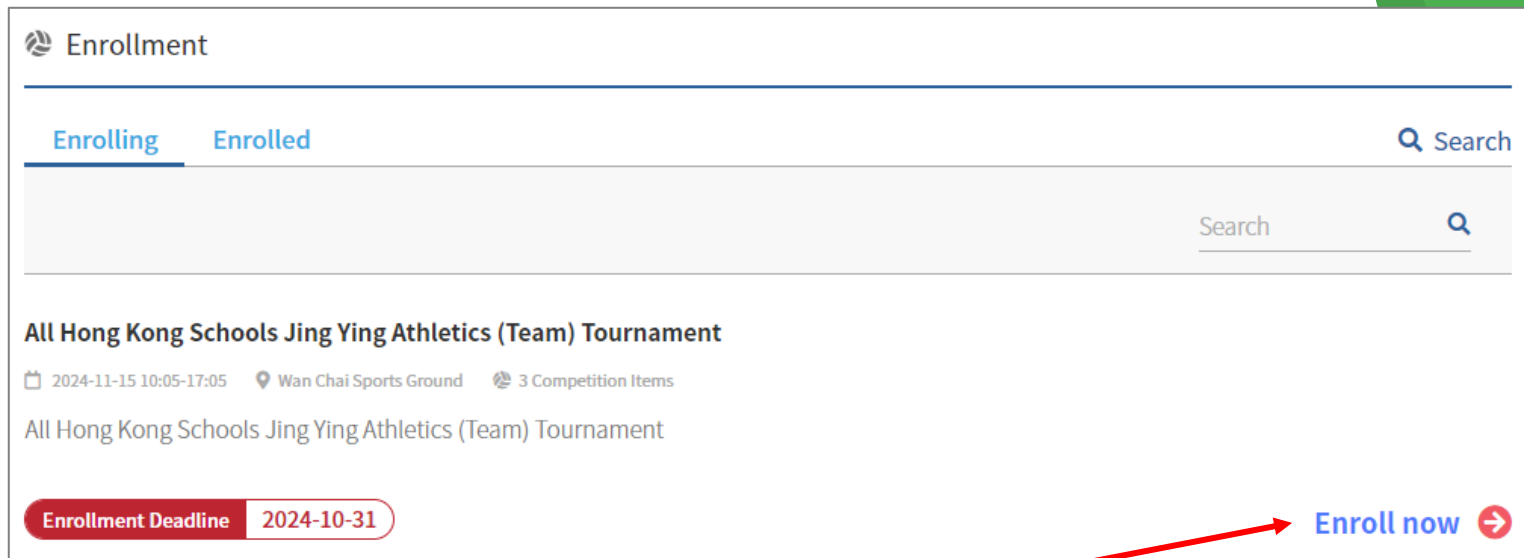
[Edit](#) 

# 2B.

## Enrollment (Jing Ying)

## 2B. Enrollment (Jing Ying)

Teachers MUST submit the enrollment **on or before the deadline.**



The screenshot shows the 'Enrollment' section of the eClass interface. At the top, there's a header 'Enrollment' with a circular icon. Below it, there are two tabs: 'Enrolling' (active) and 'Enrolled'. To the right of the tabs is a search bar with a magnifying glass icon and the text 'Search'. Below the tabs, there's a large empty rectangular area, likely for a list of events. Below this area, the title 'All Hong Kong Schools Jing Ying Athletics (Team) Tournament' is displayed. Under the title, there are three icons with corresponding text: a calendar icon for '2024-11-15 10:05-17:05', a location pin icon for 'Wan Chai Sports Ground', and a trophy icon for '3 Competition Items'. Below this information, the title 'All Hong Kong Schools Jing Ying Athletics (Team) Tournament' is repeated. At the bottom left, there's a red pill-shaped button labeled 'Enrollment Deadline' followed by a white pill-shaped button labeled '2024-10-31'. At the bottom right, there's a blue button labeled 'Enroll now' with a right-pointing arrow icon. A red arrow points from the text 'Click [Enroll now] to start.' to the 'Enroll now' button.

## 2B. Enrollment (Jing Ying)

### 1. View competition information and entry conditions

[< Back](#) | All Hong Kong Schools Jing Ying Athletics (Team) Tournament

Enrollment

Enrollment Deadline 2024-10-31

Competition Information

All Hong Kong Schools Jing Ying Athletics (Team) Tournament

📅 2024-11-15 10:05 -17:05

📍 Wan Chai Sports Ground

🏆 3 Competition Items

Entry conditions

|                             |            |             |   |
|-----------------------------|------------|-------------|---|
| Entry per athlete           | Individual | All Event   | 4 |
|                             | Individual | All Event   | 2 |
|                             | Individual | Track Event | 2 |
| Teacher Official Nomination | 1 - 3      |             |   |

## 2B. Enrollment (Jing Ying)

### 2. Reply to Participating Invitation

- Invited school needs to reply whether accept the invitation, and then click [Submit].

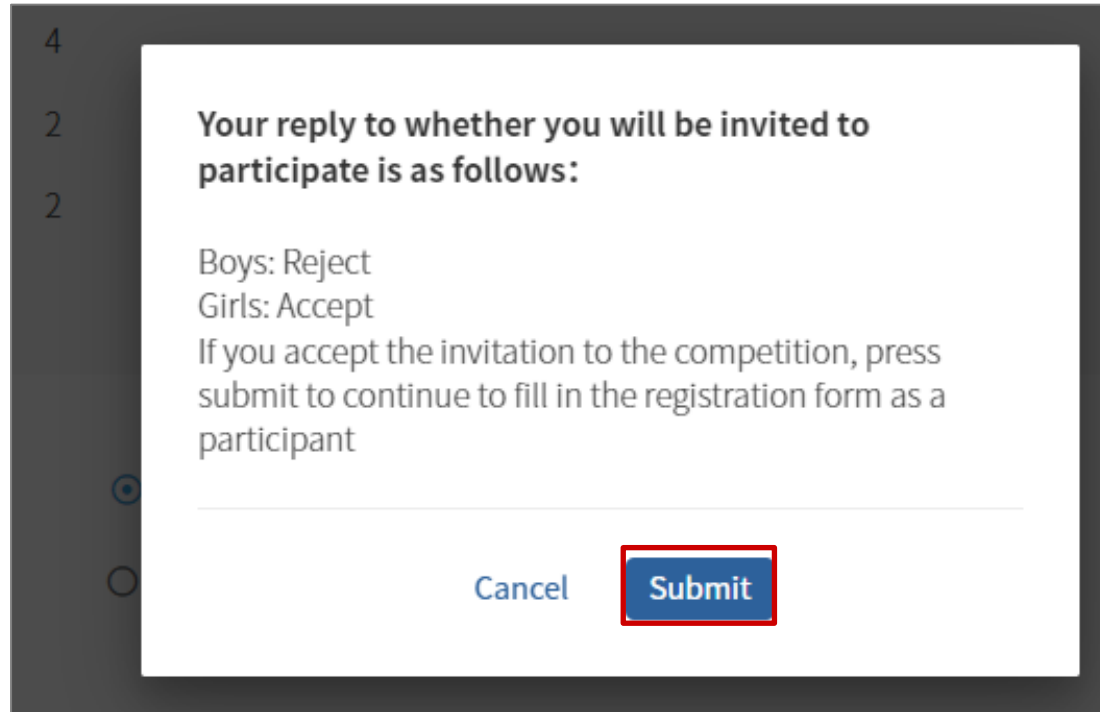
Whether the reply will be invited to participate \*

|        |                                         |                                         |
|--------|-----------------------------------------|-----------------------------------------|
| Boys:  | <input type="radio"/> Accept            | <input checked="" type="radio"/> Reject |
| Girls: | <input checked="" type="radio"/> Accept | <input type="radio"/> Reject            |

Cancel Submit

## 2B. Enrollment (Jing Ying)

- Click [Submit] again to confirm your reply.



A screenshot of a web application dialog box. The dialog box has a dark gray border and a white background. On the left side of the dialog, there is a vertical list of four items, each with a circular icon: a blue circle with a white dot, a blue circle with a white dot, a blue circle with a white dot, and a blue circle with a white dot. The text inside the dialog box is as follows:

**Your reply to whether you will be invited to participate is as follows:**

Boys: Reject  
Girls: Accept

If you accept the invitation to the competition, press submit to continue to fill in the registration form as a participant

At the bottom of the dialog, there are two buttons: a blue button labeled "Cancel" and a blue button labeled "Submit". The "Submit" button is highlighted with a red rectangular border.

## 2B. Enrollment (Jing Ying)

### 3. Event Enrollment

- Click the number in blue to nominate / select athletes for the invite and / or wild card events.

Whether the reply will be invited to participate Boys: Reject  
Girls: Accept

Enrollment

Please note enrollment must be submitted on or before the deadline, though it is automatically saved.

Print View All Nomination Import Export HKAAA Registration No. Show Name

|                | Boys      |         | Girls     |
|----------------|-----------|---------|-----------|
|                | Wild Card | Invite  | Wild Card |
| 100m           | 0 / 2     | 0 / 2   | 0 / 2     |
| 800m           | 0 / 2     | 0 / 2   | 0 / 2     |
| 4 x 100m Relay | 0 / 4~6   | 0 / 4~6 | 0 / 4~6   |

## 2B. Enrollment (Jing Ying)

- Select [Registered Athlete] or [Athletes Pending Registration].

Select athlete

Please select an athlete from the table below.

⚠ Maximum 2 athletes per event.

Back

×

Selected: 1 Remaining: 1

Registered Athlete

Athletes Pending Registration

Search

All Class

All Status

Search

| Athlete Registration No.                      | Chinese Name | English Name | Photo                                                                             | Registration Grade                | Level | Enrolled Event | Status    |
|-----------------------------------------------|--------------|--------------|-----------------------------------------------------------------------------------|-----------------------------------|-------|----------------|-----------|
| <input checked="" type="checkbox"/> 240000391 | 林明兒          | Lam Ming Yee |  | Secondary Schools - Girls Grade A | S3    |                | Available |

Cancel

Finish

## 2B. Enrollment (Jing Ying)

- Select athletes in [Registered Athlete], then click [Finish].

Select athlete

Please select an athlete from the table below.

⚠ Maximum 2 athletes per event.

Back

×

Selected: 1Remaining: 1

Registered Athlete

Athletes Pending Registration

Search

All Class

All Status

Search

| Athlete Registration No.                      | Chinese Name | English Name | Photo                                                                             | Registration Grade                | Level | Enrolled Event | Status    |
|-----------------------------------------------|--------------|--------------|-----------------------------------------------------------------------------------|-----------------------------------|-------|----------------|-----------|
| <input checked="" type="checkbox"/> 240000391 | 林明兒          | Lam Ming Yee |  | Secondary Schools - Girls Grade A | S3    |                | Available |

Cancel

Finish

## 2B. Enrollment (Jing Ying)

- Click  to input the best result for the athlete (if applicable).
- Click  to change athletes or click  to delete the athlete.

Selected athlete

Please select an athlete from the table below.

Selected: 1    Remaining: 1

100m - Girls[Invite]

 Select Athlete    Delete All



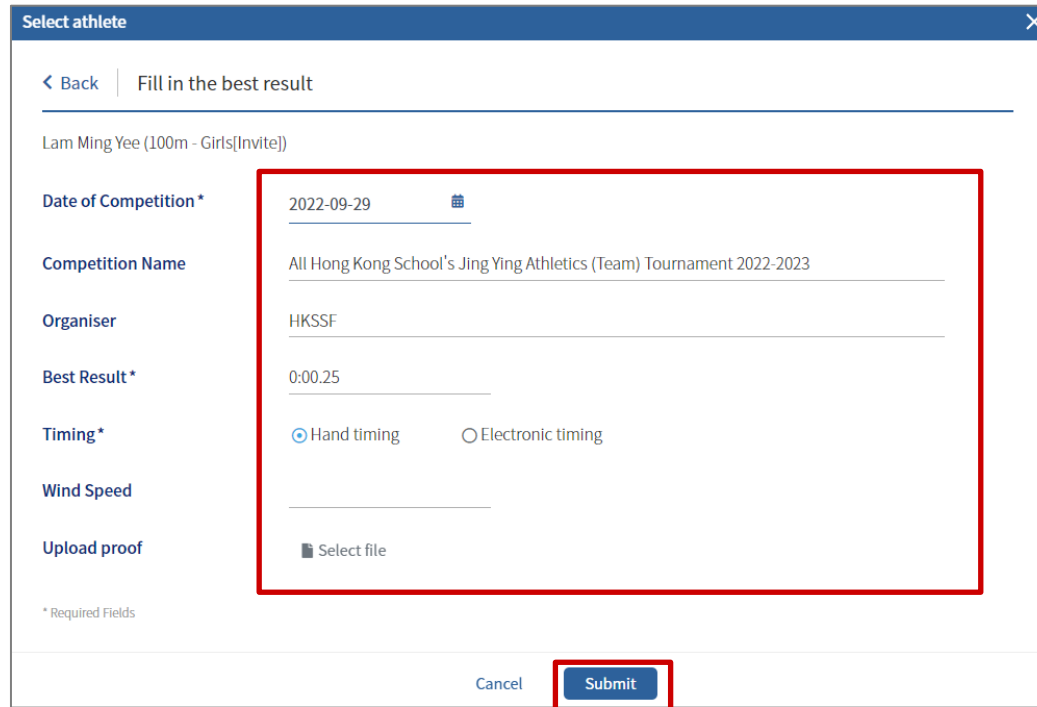
Lam Ming Yee

Best Result: 

## 2B. Enrollment (Jing Ying)

- Athlete nominated for Wild card Event is required to fill in their best result, then click [Submit].



The screenshot shows a web form titled "Select athlete" with a close button (X) in the top right corner. The form has a navigation bar with a back arrow and the text "Fill in the best result". Below this, the athlete's name "Lam Ming Yee (100m - Girls[Invite])" is displayed. The form contains several input fields, some of which are highlighted with a red border:

- Date of Competition \***: 2022-09-29 (with a calendar icon)
- Competition Name**: All Hong Kong School's Jing Ying Athletics (Team) Tournament 2022-2023
- Organiser**: HKSSF
- Best Result \***: 0:00.25
- Timing\***: ☒ Hand timing ☐ Electronic timing
- Wind Speed**: (empty field)
- Upload proof**: Select file

At the bottom of the form, there is a "Cancel" button and a "Submit" button, which is highlighted with a red border. A footnote at the bottom left states "\* Required Fields".

## 2B. Enrollment (Jing Ying)

- Click [Select Athlete] to add other athletes or [Delete All] to delete all the selected athletes.

Selected athlete

Please select an athlete from the table below.

Selected: 1 Remaining: 1

100m - Girls[Invite]

+

Select Athlete

-

Delete All

Lam Ming Yee

Best Result: 0:00.25

Maximum nomination of each event.

## 2B. Enrollment (Jing Ying)

- Click [Add] in [Athletes Pending Registration] to nominate athlete who has not been registered in this season.

Select athlete

×

Please select an athlete from the table below.

⚠ Maximum 1 athletes per event. Back ×

Selected: 1 Remaining: 1

Registered Athlete

Athletes Pending Registration

| Chinese Name*    | English Name* | Last Year Athlete Registration No. | Date of birth (DD-MM-YYYY)* |
|------------------|---------------|------------------------------------|-----------------------------|
| <div>+ Add</div> |               |                                    |                             |

Cancel

Finish

## 2B. Enrollment (Jing Ying)

- Input the athlete's information, then click [Finish].

Select athlete

Please select an athlete from the table below.

⚠ Maximum 1 athletes per event.

Back

×

Selected: 2   Remaining: 0

Registered Athlete

Athletes Pending Registration

| Chinese Name* | English Name* | Last Year Athlete Registration No. | Date of birth (DD-MM-YYYY)* |
|---------------|---------------|------------------------------------|-----------------------------|
| 盧思慧           | Lo Sze Wai    |                                    | 10-10-2018                  |

+ Add

Cancel

Finish

## 2B. Enrollment (Jing Ying)

- Click  to input the best result for the athlete (if applicable).
- Click  to change athlete or click  to delete the athlete.

Selected athlete

Please select an athlete from the table below.

Selected: 2 Remaining: 0

100m - Girls[Invite]

 Select Athlete  Delete All

|                                                                                                                                                                                                                      |                                                                                                                                                                                                                                               |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  <div>Lam Ming Yee<br/>Best Result: 0:00.25 </div> |  <div>Lo Sze Wai<br/>Best Result: <br/>(Athlete pending registration)</div> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

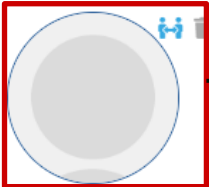
## 2B. Enrollment (Jing Ying)

- Click the icon for editing the information of the athlete pending registration, then click [Edit] to edit.

**Selected athlete** [X]

Please select an athlete from the table below.

100m - Girls[Invite]

|                                                                                                                                                                                                             |                                                                                                                                                                                                                                     |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <br>Lam Ming Yee<br>Best Result: 0:00.25  | <br>Lo Sze Wai<br>Best Result: <br>(Athlete pending registration) |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**View Athlete** [X]

Chinese Name: 盧思慧

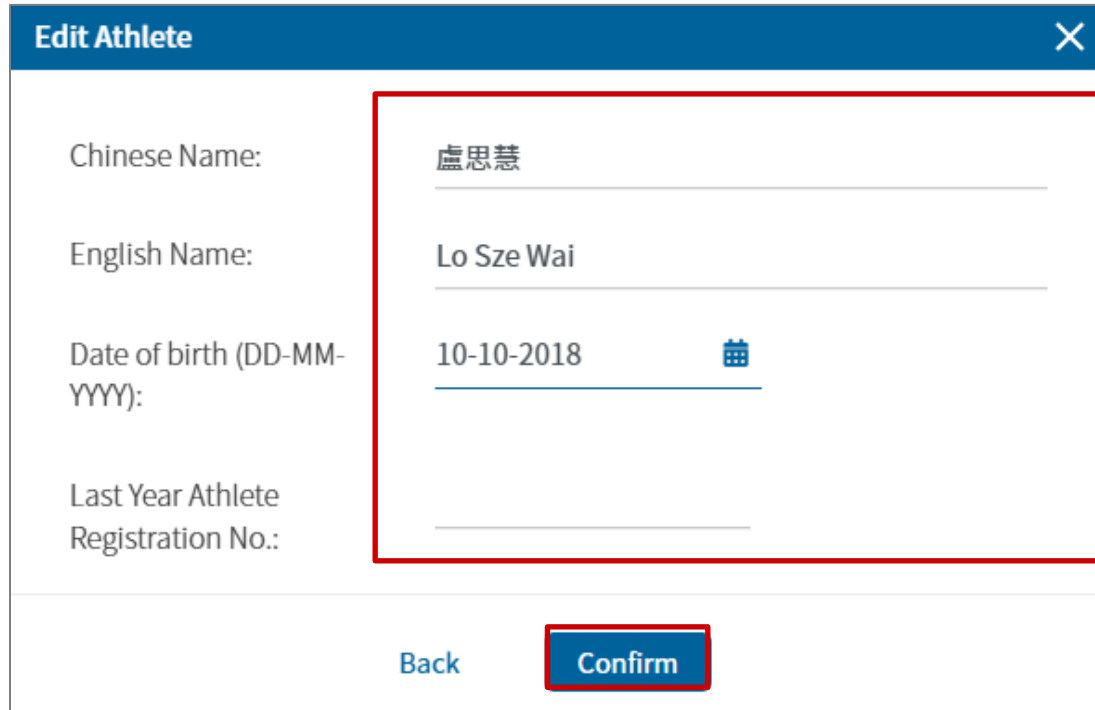
English Name: Lo Sze Wai

Date of birth: 10-10-2018

Back **Edit**

## 2B. Enrollment (Jing Ying)

- Click [Confirm] after editing the athlete's information.



The screenshot shows a web form titled "Edit Athlete" with a close button (X) in the top right corner. The form contains four input fields on the right side, each with a label on the left. A red rectangular box highlights the entire input area. The labels and their corresponding values are:

- Chinese Name: 盧思慧
- English Name: Lo Sze Wai
- Date of birth (DD-MM-YYYY): 10-10-2018 (with a calendar icon)
- Last Year Athlete Registration No.: (empty field)

At the bottom of the form, there are two buttons: "Back" and "Confirm". The "Confirm" button is highlighted with a red rectangular box.

## 2B. Enrollment (Jing Ying)

- Athlete nomination for relay event is subject to each competition.

Athlete nomination is required

|                | Boys      |         | Girls     |
|----------------|-----------|---------|-----------|
|                | Wild Card | Invite  | Wild Card |
| 100m           | 0 / 2     | 2 / 2   | 0 / 2     |
| 800m           | 0 / 2     | 0 / 2   | 0 / 2     |
| 4 x 100m Relay | 0 / 4~6   | 0 / 4~6 | 0 / 4~6   |

Athlete nomination is NOT required

|                | Boys                                 |                                      | Girls                                |
|----------------|--------------------------------------|--------------------------------------|--------------------------------------|
|                | Wild Card                            | Invite                               | Wild Card                            |
| 100m           | 0 / 2                                | 2 / 2                                | 0 / 2                                |
| 800m           | 0 / 2                                | 0 / 2                                | 0 / 2                                |
| 4 x 100m Relay | <input type="checkbox"/> Participate | <input type="checkbox"/> Participate | <input type="checkbox"/> Participate |

## 2B. Enrollment (Jing Ying)

- Click [Import] to import nomination via Excel file.

**Enrollment**

Please note enrollment must be submitted on or before the deadline, though it is automatically saved.

Print View All Nomination Import Export HKAAA Registration No.  Show Name

|                | Boys      |                                         | Girls     |
|----------------|-----------|-----------------------------------------|-----------|
|                | Wild Card | Invite                                  | Wild Card |
| 100m           | 0 / 2     | 2 / 2<br>Lam Ming Yee ★<br>Lo Sze Wai ⚡ | 0 / 2     |
| 800m           | 0 / 2     | 0 / 2                                   | 0 / 2     |
| 4 x 100m Relay | 0 / 4~6   | 0 / 4~6                                 | 0 / 4~6   |

Athlete pending registration  
 Suspended  
 Best result filled in

## 2B. Enrollment (Jing Ying)

- Download sample.

[< Back](#) | Enrollment

1

2

3

Select file

Confirmation

Imported result

Competition Name

All Hong Kong Schools Jing Ying Athletics (Team) Tournament

Source file

 [Select file](#)

Remark

1. If athlete nomination is required in relay events, please input all nominations (includes individual & relay event) in [Data] sheet, in order to import file successfully and delete the [Data\_R] sheet.
2. If athlete nomination is NOT required in relay events, please input individual nomination in [Data] sheet; and input your willingness of participating relay event in [Data\_R] sheet.
3. Minimum 4 athletes for the nomination of relay event.
4. "Best Result" cannot be inputted via the way of "Import".

Format:

[View details of Data Sheet](#) [View details of Data R Sheet](#) [Download sample](#)

Cancel

## 2B. Enrollment (Jing Ying)

- If **athlete nomination is required** in the relay events, please input all nomination (includes individual & relay event) in [Data] sheet, in order to import file successfully and delete the [Data R] sheet.

[illegible]

**Must delete  
this sheet.**

## 2B. Enrollment (Jing Ying)

- If **athlete nomination is NOT required** in relay events, please input individual nomination in [Data] sheet; and input your willingness of participating relay event in [Data R] Sheet.

|   | A         | B            | C         | D         | E         | F         | G         | H         | I          | J          | K          | L          | M         | N         | O      | P          | Q        | R             | S |
|---|-----------|--------------|-----------|-----------|-----------|-----------|-----------|-----------|------------|------------|------------|------------|-----------|-----------|--------|------------|----------|---------------|---|
| 1 | Chinese N | English N    | Athlete R | Event Gra | Invited/W | Event Cod | Having Va | Athlete R | Date of Bi | Identity T | Identity N | Date of Cc | Competiti | Organiser | Record | Way of Tir | Wind Spe | Hurdle Height |   |
| 2 | 陳小明       | Chan Siu M   | 1.9E+08 M |           | Invited   | 100m      | Y         |           |            |            |            | 2013-07-2  | 2020-2021 | HKSSF     | 22.41  | Manual     |          |               |   |
| 3 | 王太文       | Wong Tai Man | F         |           | Wild Card | 200m      | N         | 2.1E+08   | 2013-02-03 |            |            | 2023-07-2  | 2019-2020 | HKSSF     | 100    | Electronic | 9.9      |               |   |
| 4 |           |              |           |           |           |           |           |           |            |            |            |            |           |           |        |            |          |               |   |
| 5 |           |              |           |           |           |           |           |           |            |            |            |            |           |           |        |            |          |               |   |
| 6 |           |              |           |           |           |           |           |           |            |            |            |            |           |           |        |            |          |               |   |

Navigation: < > Data Data R Event Grade Invited Wild Card Event Code Having Valid Registration Card ... + : ◀

|   | A         | B         | C         | D         | E                                         | F | G | H | I |
|---|-----------|-----------|-----------|-----------|-------------------------------------------|---|---|---|---|
| 1 | Event Gra | Invited/W | Event Cod | Willingne | Willingness of Participation for Wildcard |   |   |   |   |
| 2 | M         | Invited   | 4x100m-R  | Y         | N                                         |   |   |   |   |
| 3 | F         | Wild Card | 4x400m-R  | N         | Y                                         |   |   |   |   |
| 4 |           |           |           |           |                                           |   |   |   |   |
| 5 |           |           |           |           |                                           |   |   |   |   |
| 6 |           |           |           |           |                                           |   |   |   |   |

Navigation: < > Data Data R Event Grade Invited Wild Card Event Code

## 2B. Enrollment (Jing Ying)

- Click [Select file].

[< Back](#) | Enrollment

1

2

3

Select file

Confirmation

Imported result

Competition Name

All Hong Kong Schools Jing Ying Athletics (Team) Tournament

Source file

Select file

Remark

1. If athlete nomination is required in relay events, please input all nominations (includes individual & relay event) in [Data] sheet, in order to import file successfully and delete the [Data\_R] sheet.
2. If athlete nomination is NOT required in relay events, please input individual nomination in [Data] sheet; and input your willingness of participating relay event in [Data\_R] sheet.
3. Minimum 4 athletes for the nomination of relay event.
4. "Best Result" cannot be inputted via the way of "Import".

Format:

[View details of Data Sheet](#) [View details of Data R Sheet](#) [Download sample](#)

Cancel

## 2B. Enrollment (Jing Ying)

- Click [Next].

[< Back](#) | Enrollment

1

2

3

Select file

Confirmation

Imported result

Competition Name

All Hong Kong Schools Jing Ying Athletics (Team) Tournament

Source file

 example (14).xlsx (17.10 KB)

Remark

1. If athlete nomination is required in relay events, please input all nominations (includes individual & relay event) in [Data] sheet, in order to import file successfully and delete the [Data\_R] sheet.
2. If athlete nomination is NOT required in relay events, please input individual nomination in [Data] sheet; and input your willingness of participating relay event in [Data\_R] sheet.
3. Minimum 4 athletes for the nomination of relay event.
4. "Best Result" cannot be inputted via the way of "Import".

Format:

[View details of Data Sheet](#) [View details of Data R Sheet](#) [Download sample](#)

Cancel

Next

## 2B. Enrollment (Jing Ying)

- Click [Show Name] to show full name of nominated athlete during nomination.

**Enrollment**

Please note enrollment must be submitted on or before the deadline, though it is automatically saved.

Print View All Nomination Import Export HKAAA Registration No. Show Name

|                | Boys      |                                         | Girls     |
|----------------|-----------|-----------------------------------------|-----------|
|                | Wild Card | Invite                                  | Wild Card |
| 100m           | 0 / 2     | 2 / 2<br>Lam Ming Yee ★<br>Lo Sze Wai ⚡ | 0 / 2     |
| 800m           | 0 / 2     | 0 / 2                                   | 0 / 2     |
| 4 x 100m Relay | 0 / 4~6   | 0 / 4~6                                 | 0 / 4~6   |

Athlete pending registration  
⚡ Suspended  
★ Best result filled in

## 2B. Enrollment (Jing Ying)

- There is different symbols to show different status of athlete.

Enrollment

Please note enrollment must be submitted on or before the deadline, though it is automatic

Print

View All Nomination

Import

Export

HKAAA Registration No.

⌵ Athlete pending registration

⊖ Suspended

★ Best result filled in

Show Name

|                | Boys      |                                         | Girls |           |
|----------------|-----------|-----------------------------------------|-------|-----------|
|                | Wild Card | Invite                                  |       | Wild Card |
| 100m           | 0 / 2     | 2 / 2<br>Lam Ming Yee ★<br>Lo Sze Wai ⌵ |       | 0 / 2     |
| 800m           | 0 / 2     | 0 / 2                                   |       | 0 / 2     |
| 4 x 100m Relay | 0 / 4~6   | 0 / 4~6                                 |       | 0 / 4~6   |

⌵ Athlete pending registration

⊖ Suspended

★ Best result filled in

## 2B. Enrollment (Jing Ying)

- Click [View All Nomination] to view nomination details by [Events] or [Athletes].

The screenshot displays the 'Enrollment' system interface. On the left, a sidebar lists events: 100m, 800m, and 4 x 100m Relay. A red box highlights the 'View All Nomination' button. A modal window titled 'View All Nomination' is open, showing tabs for 'Events' and 'Athletes'. The 'Events' tab is active, displaying a table of nominations. The table has columns: Enrolled Event, Athlete Registration No., Chinese Name, English Name, Photo, Registration Grade, Level, and Best Result. Two rows are visible: one for Lam Ming Yee (240000391) and one for Lo Sze Wai. A legend at the bottom left explains symbols: a flag for 'Athlete pending registration', a circle with a slash for 'Suspended', and a star for 'Best result filled in'.

**Enrollment**

Please note enrollment must be submitted by the deadline.

Print View All Nomination

**View All Nomination**

Events Athletes

All Grades Search

| Enrolled Event | Athlete Registration No. | Chinese Name | English Name | Photo | Registration Grade | Level | Best Result |
|----------------|--------------------------|--------------|--------------|-------|--------------------|-------|-------------|
| 100m - Girls   | 240000391                | 林明兒          | Lam Ming Yee |       | Girls Grade A      | S3    | 0:0.25      |
| 100m - Girls   |                          | 盧思慧          | Lo Sze Wai   |       |                    |       |             |

Legend:  
Athlete pending registration  
Suspended  
Best result filled in

## 2B. Enrollment (Jing Ying)

- Click [Print] or [Export] all nomination.

**Enrollment**

Please note enrollment must be submitted on or before the deadline, though it is automatically saved.

 Print

 View All Nomination

 Import

 Export

 HKAAA Registration No.

 Show Name

|                | Boys      |                                         | Girls     |
|----------------|-----------|-----------------------------------------|-----------|
|                | Wild Card | Invite                                  | Wild Card |
| 100m           | 0 / 2     | 2 / 2<br>Lam Ming Yee ★<br>Lo Sze Wai ⚡ | 0 / 2     |
| 800m           | 0 / 2     | 0 / 2                                   | 0 / 2     |
| 4 x 100m Relay | 0 / 4~6   | 0 / 4~6                                 | 0 / 4~6   |

⚡ Athlete pending registration

⏸ Suspended

★ Best result filled in

## 2B. Enrollment (Jing Ying)

- Click [HKAAA Registration No.] to input HKAAA registration number for athlete (only applicable to Registered Athlete).

Enrollment

Please note enrollment must be submitted on or before the deadline, though it is automatically saved.

Print

View All Nomination

Import

Export

HKAAA Registration No.

Show Name

Boys

Girls

100m

800m

4 x 100m Relay

Input HKAAA Registration No.

| Chinese Name | English Name | Photo                                                                               | Athlete Registration No. | HKAAA Registration No. |
|--------------|--------------|-------------------------------------------------------------------------------------|--------------------------|------------------------|
| 林明兒          | Lam Ming Yee |  | 240000391                | A12345                 |

Submit

Athlete pending registration

Suspended

Best result filled in

## 2B. Enrollment (Jing Ying)

### 4. Team Manager Setting

- Input information of “Teacher in Charge”.



The screenshot displays the 'Team Manager Setting' interface. On the left, a sidebar contains the title 'Team Manager Setting' and two items: 'Teacher in Charge\*' and 'Team Manager'. Both items have an 'Edit' button with a pencil icon. The 'Teacher in Charge\*' button is highlighted with a red box, and an arrow points from it to a modal window on the right. The modal window is titled 'Set Teacher in Charge' and contains four input fields: 'Chinese Name \*' (劉家輝), 'English Name \*' (Lau Ka Fai), 'Mobile \*' (98765432), and 'Email \*' (laukafai@email.com). At the bottom of the modal, there are 'Cancel' and 'Submit' buttons. The 'Submit' button is highlighted with a red box. Below the modal, a red text box contains the instruction: 'Please make sure the email is correct in order to receive notification.'

Team Manager Setting

Teacher in Charge\* Edit

Team Manager Edit

Set Teacher in Charge

Chinese Name \* 劉家輝

English Name \* Lau Ka Fai

Mobile \* 98765432

Email \* laukafai@email.com

Cancel Submit

Please make sure the email is correct in order to receive notification.

## 2B. Enrollment (Jing Ying)

### 4. Team Manager Setting

- Input information of "Team Manager".



The image shows a web interface for "Team Manager Setting". On the left, there is a sidebar with two items: "Teacher in Charge\*" and "Team Manager". Both have an "Edit" button with a pencil icon. The "Edit" button for "Team Manager" is highlighted with a red box, and an arrow points from it to a modal window on the right. The modal window is titled "Set Team Manager" and contains the following fields:

| Field        | Value           |
|--------------|-----------------|
| Chinese Name | 朱琪              |
| English Name | Chu Ki          |
| Mobile       | 65432121        |
| Email        | chuki@email.com |

At the bottom of the modal, there are two buttons: "Cancel" and "Submit". The "Submit" button is highlighted with a red box. Below the modal, there is a red text warning: "Please make sure the email is correct in order to receive notification."

## 2B. Enrollment (Jing Ying)

### 5. Teacher Official Setting (If Applicable)

- Input the information of "Teacher Official"

Teacher Official Setting

Nomination\*

#Chinese

+ Add

Set Teacher Official

Chinese Name \* 王子達

English Name \* Wong Tsz Tat

Mobile \* 65896589

Priority

| Select     | Position     | Same Position as Previous Year      | Relevant Experience |
|------------|--------------|-------------------------------------|---------------------|
| Choice 1 * | Roll Call    | <input checked="" type="checkbox"/> | 2 year              |
| Choice 2   | Announcer    | <input type="checkbox"/>            | 1 year              |
| Choice 3   | Track Umpire | <input type="checkbox"/>            | 1 year              |

\*Required Fields

Cancel

Submit

## 2B. Enrollment (Jing Ying)

- Click [Save] to save all inputs, and click [Enter] to continue your nomination.

Teacher Official Setting

Nomination\*

| # | Chinese |
|---|---------|
| 1 | 王子斌     |

### Enrollment

Enrolling Enrolled

Search

All Hong Kong Schools Jing Ying Athletics (Team) Tournament

2024-11-15 10:05-17:05 Wan Chai Sports Ground 3 Competition Items

All Hong Kong Schools Jing Ying Athletics (Team) Tournament

Enrollment Deadline 2024-10-31 Drafted at 2024-10-22 17:23

Enter →

Save Submit

## 2B. Enrollment (Jing Ying)

- If the nomination is completed, you must [Submit] **on or before the deadline** to complete the enrollment process.

### Teacher Official Setting

#### Nomination\*

| # | Chinese Name | English Name | Mobile   | Priority                                                                                                                         |                                                                                                                                                                         |
|---|--------------|--------------|----------|----------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | 王子達          | Wong Tsz Tat | 65896589 | 1 Choose-Roll Call (2 Years Experience)<br>2 Choose-Announcer (1 Years Experience)<br>3 Choose-Track Umpire (1 Years Experience) |   |

Save

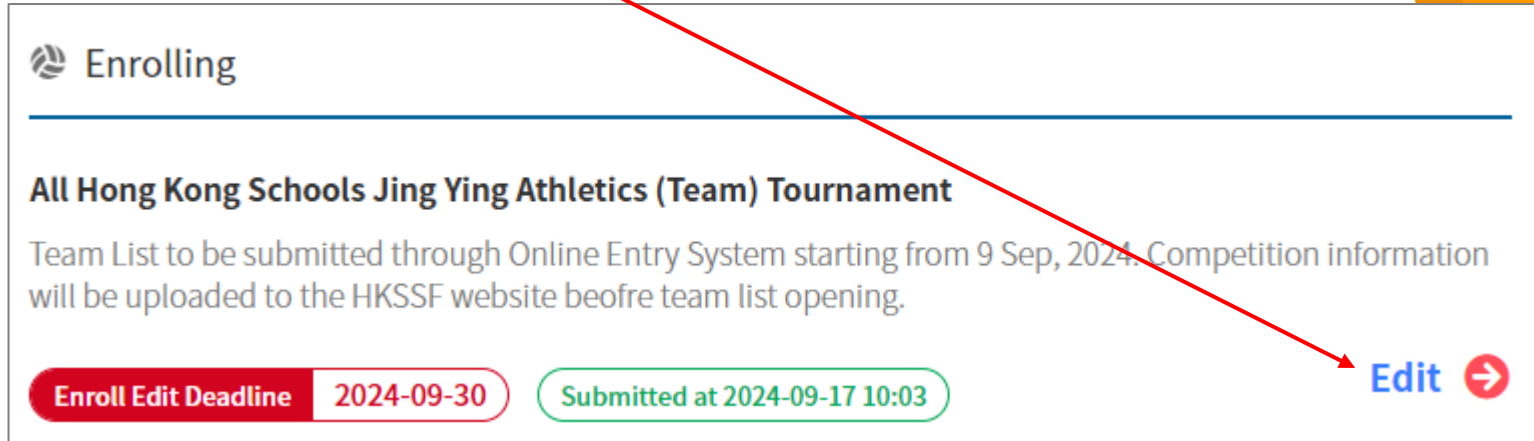
Submit

# 3.

## Amend the Enrollment

### 3. Amend the Enrollment

- Submitted enrollment is able to edit on or before the deadline by clicking [Edit].



 Enrolling

---

**All Hong Kong Schools Jing Ying Athletics (Team) Tournament**

Team List to be submitted through Online Entry System starting from 9 Sep, 2024. Competition information will be uploaded to the HKSSF website before team list opening.

**Enroll Edit Deadline** 2024-09-30    Submitted at 2024-09-17 10:03

**Edit** 

### 3. Amend the Enrollment

- Click [Edit] from [Home] > [Enrolling] to amend the enrollment.

The screenshot displays the HKSSF Competition System interface. At the top, a navigation bar includes a logo, a 'Home' button (highlighted with a red box), an 'Enrollment' button, a language selector set to 'ENG', and a user profile for 'TEST\_NTP\_Teacher'. Below the navigation bar is a banner image of a large stadium filled with spectators, with the text 'HKSSF Competition System' overlaid.

The main content area is divided into several sections:

- HKSSF Competition 2024 - 2025**: This section provides statistics for the current season. It shows 'No. of Events' as 43 and 'No. of Participants' as 38. To the right, there are four medal icons with their respective counts: Gold (8), Silver (4), Bronze (3), and a fourth medal (8).
- Enroll Information**: This section displays two key metrics: 'Outstanding Payment' with a value of 10, and 'Athletes Pending Registration' with a value of 22.
- Enrolling**: This section is highlighted with a red box and contains the title 'Tai Po Area Inter-Primary Schools Athletics Competition'. Below this title, there is an 'Enrollment Deadline' of 2024-11-04 and a 'Submitted at' timestamp of 2024-10-10 11:18.
- Competition Schedule**: This section lists upcoming events: '2024-10-26 09:00-16:00 Tai Po Area Inter-Primary Schools Athletics Competition', '2024-10-31 09:00-16:00 NTP Swimming Competition', and '2024-10-31 09:00-16:00 NTP AT Competitions'.

At the bottom right of the interface, there is an 'Edit' button with a right-pointing arrow, which is also highlighted with a red box.

### 3. Amend the Enrollment

- You also amend the enrollment from [Enrolment] > [Enrolled], then click [Edit].

The screenshot displays the HKSSF Competition System web interface. At the top, a navigation bar includes 'Home' and 'Enrollment' (highlighted with a red box). The user is logged in as 'TEST\_NTP\_Teacher'. Below the navigation bar is a banner image of a stadium with the text 'HKSSF Competition System'. The main content area is titled 'Enrollment' and features two tabs: 'Enrolling' and 'Enrolled' (highlighted with a red box). A search bar is located to the right of the tabs. Below the tabs, a list of events is shown, including 'All Hong Kong Schools Jing Ying Athletics (Team) Tournament' with details like dates and location. At the bottom, there are buttons for 'Amendment Deadline' (2024-10-31) and 'Submitted at' (2024-10-22 17:37). An 'Edit' button with a right arrow icon is highlighted with a red box in the bottom right corner.

### 3. Amend the Enrollment

- All amendments must be submitted **on or before the deadline.**

[< Back](#) | All Hong Kong Schools Jing Ying Athletics (Team) Tournament

---

Enrollment

Submitted at 2024-10-22 17:37

Enrollment Deadline 2024-10-31

Competition Information

All Hong Kong Schools Jing Ying Athletics (Team) Tournament

📅 2024-11-15 10:05 -17:05

📍 Wan Chai Sports Ground

🏆 3 Competition Items

### 3. Amend the Enrollment

- Click the number in blue to add or amend nomination.

| Enrollment                                                                                               |                                                                                                       |                                                                                          |                                                                                          |
|----------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
|  Print                    |  View All Nomination |  Import |  Export |
|  HKAAA Registration No. |                                                                                                       |                                                                                          |                                                                                          |
| Boys                                                                                                     |                                                                                                       | Girls                                                                                    |                                                                                          |
|                                                                                                          | Wild Card                                                                                             | Invite                                                                                   | Wild Card                                                                                |
| 100m                                                                                                     | 0 / 2                                                                                                 | 2 / 2                                                                                    | 0 / 2                                                                                    |
| 800m                                                                                                     | 0 / 2                                                                                                 | 0 / 2                                                                                    | 0 / 2                                                                                    |
| 4 x 100m Relay                                                                                           | 0 / 4~6                                                                                               | 0 / 4~6                                                                                  | 0 / 4~6                                                                                  |

### 3. Amend the Enrollment

- Click  to edit information of “Teacher in Charge” and “Team Manager”.

**Team Manager Setting**

**Teacher in Charge \***

|                     |          |                     |                    |                                                                                     |
|---------------------|----------|---------------------|--------------------|-------------------------------------------------------------------------------------|
| <b>Chinese Name</b> | 劉家輝      | <b>English Name</b> | Lau Ka Fai         |  |
| <b>Mobile</b>       | 98765432 | <b>Email</b>        | laukafai@email.com |                                                                                     |

**Team Manager**

|                     |          |                     |                 |                                                                                     |
|---------------------|----------|---------------------|-----------------|-------------------------------------------------------------------------------------|
| <b>Chinese Name</b> | 朱琪       | <b>English Name</b> | Chu Ki          |  |
| <b>Mobile</b>       | 65432121 | <b>Email</b>        | chuki@email.com |                                                                                     |

### 3. Amend the Enrollment

- Click  to edit the information of “Teacher Official”  
(If applicable)

#### Teacher Official Setting

##### Nomination\*

| # | Chinese Name | English Name | Mobile   | Priority                                                                                                                         |                                                                                                                                                                         |
|---|--------------|--------------|----------|----------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | 王子達          | Wong Tsz Tat | 65896589 | 1 Choose-Roll Call (2 Years Experience)<br>2 Choose-Announcer (1 Years Experience)<br>3 Choose-Track Umpire (1 Years Experience) |   |

[+ Add](#)

### 3. Amend the Enrollment

- Click  to edit information of “Student Helper”.  
(If applicable)

**Student Helper Setting**

**Nomination \***  
1 - 3 student helpers

| #                     | Chinese Name | English Name | Level |                                                                                                                                                                         |
|-----------------------|--------------|--------------|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1                     | 陳美美          | Chan Mei Mei | P6    |   |
| <a href="#">+ Add</a> |              |              |       |                                                                                                                                                                         |

### 3. Amend the Enrollment

- If an event is cancelled, COMP allows affected school(s) to amend the enrollment **on or before the amendment deadline.**

The screenshot displays the HKSSF Competition System interface. At the top, a navigation bar includes 'Home' and 'Enrollment' tabs, with 'Home' highlighted. The main header shows 'HKSSF Competition System' and a user profile 'TEST\_NTP\_Teacher'. Below the header, a dashboard for 'HKSSF Competition 2024 - 2025' provides statistics: 43 Events and 38 Participants. To the right, 'Enroll Information' shows 10 Outstanding Payments and 22 Athletes Pending Registration. The 'Enrolling' section for 'Inter-School Athletics Competitions 2024-2025' includes a text block about team list submission and a table of competitions. A red box highlights the 'Amendment Deadline' as '2024-10-31'. A red arrow points from the text 'on or before the amendment deadline' in the list above to this deadline. Another red box highlights the text 'Due to the cancellation, nomination can be amended', with a red arrow pointing from the text 'If an event is cancelled' in the list above to it. An 'Edit' button is also visible. The 'Competition Schedule' on the right lists events for various dates, including 'Tai Po Area Inter-Primary Schools Athletics Competition' and 'NTP Swimming Competition'.

| No. of Events | No. of Participants | Gold | Silver | Bronze | Fourth |
|---------------|---------------------|------|--------|--------|--------|
| 43            | 38                  | 8    | 4      | 3      | 8      |

| Enrolling                                                                                                                                                                |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Inter-School Athletics Competitions 2024-2025</b>                                                                                                                     |
| Team List to be submitted through Online Entry System starting from 9 Sep, 2024. Competition information will be uploaded to the HKSSF website before team list opening. |
| <b>Amendment Deadline</b> 2024-10-31                                                                                                                                     |
| Submitted at 2024-09-17 10:03                                                                                                                                            |
| Due to the cancellation, nomination can be amended                                                                                                                       |
| <a href="#">Edit</a>                                                                                                                                                     |

| Competition Schedule                                                              |
|-----------------------------------------------------------------------------------|
| 2024-10-26 09:00-16:00<br>Tai Po Area Inter-Primary Schools Athletics Competition |
| 2024-10-31 09:00-16:00<br>NTP Swimming Competition                                |
| 2024-10-31 09:00-16:00<br>NTP AT Competitions                                     |

### 3. Amend the Enrollment

- The event will be marked as “Cancelled” under [Enrollment]. Click [Cancelled] to amend the nomination.

| Enrollment                                                                            |                                                                                                       |                                                                                          |         |               |           |         |         |               |
|---------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|---------|---------------|-----------|---------|---------|---------------|
|  Print |  View All Nomination |  Export |         |               |           |         |         |               |
| Boys                                                                                  |                                                                                                       |                                                                                          |         |               | Girls     |         |         |               |
|                                                                                       | Grade A                                                                                               | Grade B                                                                                  | Grade C | Grade Special | Grade A   | Grade B | Grade C | Grade Special |
| 100m                                                                                  | 0 / 2                                                                                                 | 0 / 2                                                                                    | 0 / 2   | 0 / 2         | Cancelled | 1 / 2   | 0 / 2   | 0 / 2         |
| 200m                                                                                  | 0 / 2                                                                                                 | 0 / 2                                                                                    | 0 / 2   | 0 / 2         | 0 / 2     | 0 / 2   | 0 / 2   | 0 / 2         |
| 4 x 100m Relay                                                                        | 0 / 4~6                                                                                               | 0 / 4~6                                                                                  | 0 / 4~6 | 0 / 4~6       | 0 / 4~6   | 0 / 4~6 | 0 / 4~6 | 0 / 4~6       |

### 3. Amend the Enrollment

- Click . Then select a event for the affected athlete.

**Selected athlete**

Please select an athlete from the table below.

100m - Girls Grade A (Cancelled)

---



Wong Ka Fun  
Best Result: 0:21.00 

**Select event** 

Please select an alternative event from the table below to replace cancelled one.

[< Back](#) | 100m - Girls Grade A (Cancelled)

---

**Affected Student \***

Wong Ka Fun

**Enroll to \***

200m



**Nature \***

☒ Add ☐ Replace

\* Required Fields

[Cancel](#) [Submit](#)

# 4.

## Registration Arrangement for “Athletes Pending Registration”

## 4. Registration Arrangement for “Athletes Pending Registration”

- Click [Athletes Pending Registration] from [Home] > [Enroll Information].

The screenshot displays the HKSSF Competition System interface. At the top, a navigation bar includes a logo, 'Home' (highlighted with a red box), 'Enrollment', and user information 'ENG 繁 TEST\_NTP\_Teacher'. Below the navigation bar is a banner image of a stadium with the text 'HKSSF Competition System'. The main content area is divided into several sections:

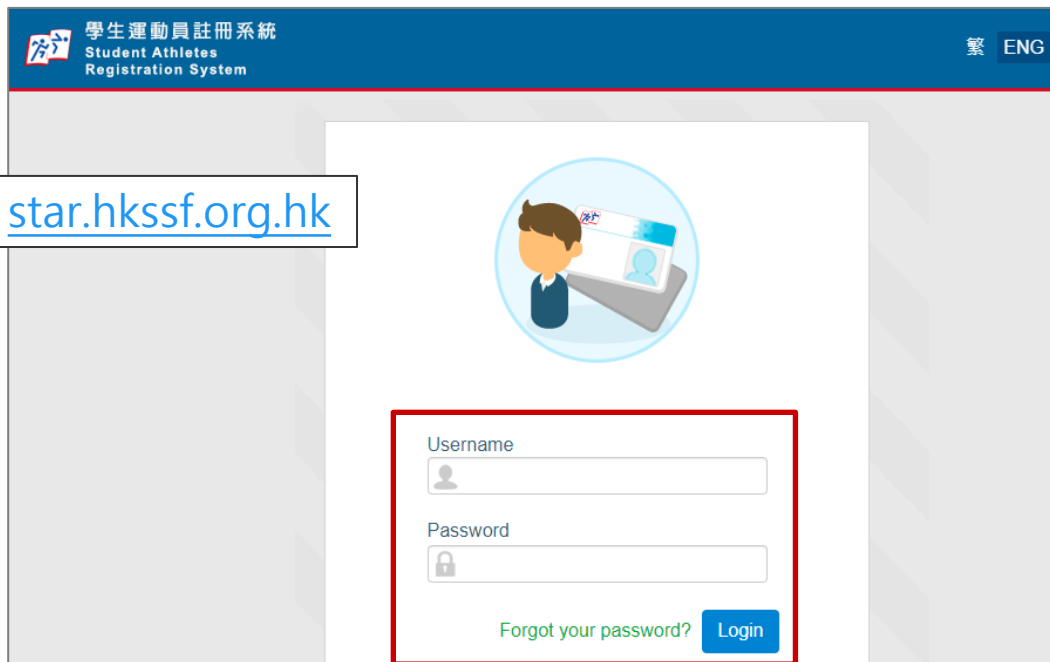
- HKSSF Competition 2024 - 2025**: A summary section showing 'No. of Events' (43) and 'No. of Participants' (38). It also displays medal counts: Gold (8), Silver (4), Bronze (3), and a fourth medal (8).
- Enroll Information**: A section with a red border containing 'Outstanding Payment' (10) and 'Athletes Pending Registration' (22, highlighted with a red box).
- Enrolling**: A section for the 'Tai Po Area Inter-Primary Schools Athletics Competition' with an 'Enrollment Deadline' of 2024-11-04 and a 'Submitted at' timestamp of 2024-10-10 11:18.
- Competition Schedule**: A list of upcoming events: '2024-10-26 09:00-16:00 Tai Po Area Inter-Primary Schools Athletics Competition', '2024-10-31 09:00-16:00 NTP Swimming Competition', and '2024-10-31 09:00-16:00 NTP AT Competitions'.

An 'Edit' button with a red arrow is located at the bottom right of the 'Enrolling' section.

## 4. Registration Arrangement for “Athletes Pending Registration”

- Log in to Student Athletes Registration System (STAR) with **Teacher Account**.

Website : [star.hkssf.org.hk](http://star.hkssf.org.hk)



The screenshot shows the login interface of the Student Athletes Registration System (STAR). The header is blue with the system name in Chinese and English, and language options for 繁體 (Traditional Chinese) and ENG (English). The main content area features a circular illustration of a person at a computer. Below this is a login form with two input fields: 'Username' and 'Password'. The 'Username' field has a user icon, and the 'Password' field has a lock icon. A red rectangular box highlights these two fields. Below the password field, there is a link for 'Forgot your password?' and a blue 'Login' button.

## 4. Registration Arrangement for “Athletes Pending Registration”

### 1. Athlete Pending Registration **without** Last Year Athlete Registration No.

- “Athletes Pending Registration” is shown in [Student Athlete Registration] > [Temporary Saved].

The screenshot displays the 'Student Athletes Registration System' interface. The top navigation bar includes the system name, the academic year '2024-2025', the school 'TEST\_新界小學', a search bar, language options (繁, ENG), and the user 'TEST\_NTP\_Teacher'. The left sidebar menu has 'Student Athlete Registration' highlighted, with 'Temporary Saved' selected under it. The main content area is titled 'Temporary Saved' and contains several green action buttons: '+ New Student', 'Select from Last Year's Student Athletes', 'Select from eClass', 'Import', and 'Move to Other Batch'. A dropdown menu shows 'All Registration'. Below these buttons, a table lists pending registrations. The first entry is for 'Chan Ka Ming' (陳家明), dated '21-06-2017'. It includes a placeholder for a photo, red text prompts to fill in the 'Identity Document Number', 'Grade', and 'Level', and a red box with a question mark. Action links for 'Move to', 'Edit', and 'Delete' are provided for each entry.

| No. | Name                | Date       | Details                                                                                 | Actions               |
|-----|---------------------|------------|-----------------------------------------------------------------------------------------|-----------------------|
| 1   | 陳家明<br>Chan Ka Ming | 21-06-2017 | Please fill in Identity Document Number<br>Please fill in Grade<br>Please fill in Level | Move to  Edit  Delete |

## 4. Registration Arrangement for “Athletes Pending Registration”

### 1. Athlete Pending Registration **without** Last Year Athlete Registration No.

- Click [Edit] to edit athlete's information.

The screenshot displays the 'Student Athletes Registration System' interface. The top navigation bar includes the system name, the academic year '2024-2025', the school 'TEST\_新界小學', a search bar, language options (繁, ENG), and the user 'TEST\_NTP\_Teacher'. The left sidebar lists navigation options, with 'Student Athlete Registration' expanded to show 'All / New Registration', 'Temporary Saved', 'Pending Approval by Principal', 'Pending Approval by HKSSF', 'Ready for Collection (Applicable to Pri. Sch. only)', and 'Approved Batch'. The main content area is titled 'Temporary Saved' and features a search bar and five action buttons: '+ New Student', 'Select from Last Year's Student Athletes', 'Select from eClass', 'Import', and 'Move to Other Batch'. A dropdown menu shows 'All Registration'. Below these is a table of athletes. The first row shows athlete '1 陳家明 Chan Ka Ming' with a placeholder for a photo, a date '21-06-2017', and instructions to fill in identity, grade, and level information. A red box highlights the 'Edit' button in the action column.

| No. | Name                | Photo | Date       | Instructions                                                                            | Action              |
|-----|---------------------|-------|------------|-----------------------------------------------------------------------------------------|---------------------|
| 1   | 陳家明<br>Chan Ka Ming |       | 21-06-2017 | Please fill in Identity Document Number<br>Please fill in Grade<br>Please fill in Level | Move to <b>Edit</b> |

## 4. Registration Arrangement for “Athletes Pending Registration”

### 1. Athlete Pending Registration **without** Last Year Athlete Registration No.

- Input the identity information, then click [Next].

Temporary Saved ×

HK Identity Card ▼

Y

182027

( 1 )

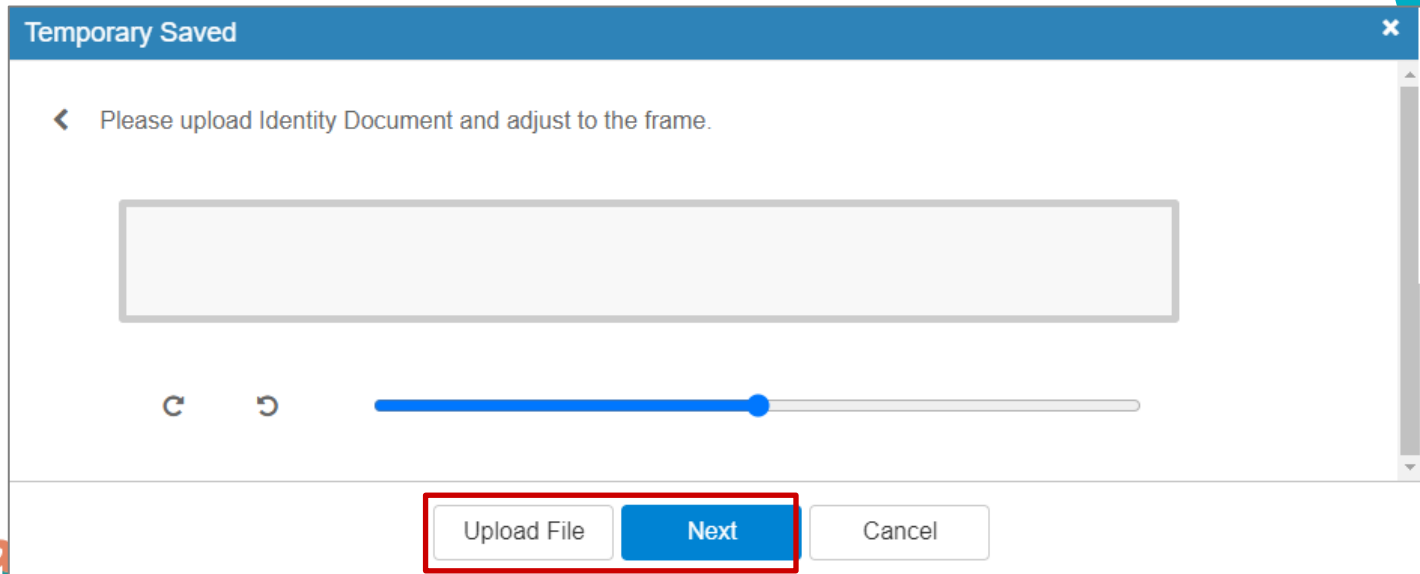
Next

Cancel

## 4. Registration Arrangement for “Athletes Pending Registration”

### 1. Athlete Pending Registration **without** Last Year Athlete Registration No.

- Click [Upload File] to upload the identity document. Then click [Next].



The screenshot shows a web application window titled "Temporary Saved" with a close button (X) in the top right corner. Below the title bar, there is a back arrow icon and the text "Please upload Identity Document and adjust to the frame." In the center of the window is a large, empty rectangular frame for the identity document. Below the frame are two circular arrows (refresh and undo) and a horizontal progress bar with a blue fill and a slider. At the bottom of the window, there are three buttons: "Upload File", "Next", and "Cancel". The "Upload File" and "Next" buttons are grouped together and highlighted with a red rectangular border.

## 4. Registration Arrangement for “Athletes Pending Registration”

### 1. Athlete Pending Registration **without** Last Year Athlete Registration No.

- Chinese Name, English Name and Date of Birth can only be edited in the COMP portal.
- Click [Upload File] to upload student photo & identity document.
- Input gender, level and grade.
- Upload supplementary document if appropriate.
- Click [Save].

Temporary Saved

Identify Document\*

Input HKID\* Y182027(1)

Chinese Name\* 陳家明

English Name\* Chan Ka Ming

Gender\* ☐ Male ☐ Female

Date of Birth\* 18-02-2014

Level\*

Grade\*

Supplementary Document (If appropriate) No file [Upload File](#)

Photo\* [Upload File](#)

Remark : Allows JPG, PNG or PDF with maximum 2Mb

[Save](#) [Cancel](#)

## 4. Registration Arrangement for “Athletes Pending Registration”

### 2. Athlete Pending Registration **with** Last Year Athlete Registration No.

- “Athletes Pending Registration” is shown in [Student Athlete Registration] > [Temporary Saved].

The screenshot displays the 'Student Athletes Registration System' interface. The top navigation bar includes the system name, the academic year '2024-2025', the school 'TEST\_新界小學', and a search bar. The left sidebar contains a menu with 'Student Athlete Registration' highlighted, and 'Temporary Saved' selected under it. The main content area is titled 'Temporary Saved' and features a search bar and several action buttons: 'New Student', 'Select from Last Year's Student Athletes', 'Select from eClass', 'Import', and 'Move to Other Batch'. A dropdown menu for 'All Registration' is also present. Below these elements, a table lists registered athletes. The first entry, 'Chan Ka Ming', is highlighted with a red box. The table includes columns for the athlete's name, photo, registration date, and registration number, along with instructions to fill in grade and level. Action buttons for 'Move to', 'Edit', and 'Delete' are provided for each entry.

| No. | Name                | Photo | Registration Date | Registration No. | Instructions                                 | Actions                                                             |
|-----|---------------------|-------|-------------------|------------------|----------------------------------------------|---------------------------------------------------------------------|
| 1   | 陳家明<br>Chan Ka Ming |       | 18-02-2014        | Y182027(1)       | Please fill in Grade<br>Please fill in Level | <a href="#">Move to</a> <a href="#">Edit</a> <a href="#">Delete</a> |

## 4. Registration Arrangement for “Athletes Pending Registration”

### 2. Athlete Pending Registration **with** Last Year Athlete Registration No.

- Click [Edit] to edit athlete's information.

The screenshot displays the 'Student Athletes Registration System' interface. The top navigation bar includes the system name, the academic year '2024-2025', the school 'TEST\_新界小學', a search bar, language options '繁' and 'ENG', and a user dropdown 'TEST\_NTP\_Teacher'. The left sidebar menu shows 'Home', 'Registered Student Athletes', and 'Student Athlete Registration' with sub-options like 'All / New Registration', 'Temporary Saved', and 'Pending Approval by Principal'. The main content area is titled 'Temporary Saved' and features a search bar and five action buttons: 'New Student', 'Select from Last Year's Student Athletes', 'Select from eClass', 'Import', and 'Move to Other Batch'. Below these is a dropdown for 'All Registration'. A table lists athletes, with the first entry '1 陳家明 Chan Ka Ming' highlighted. This entry includes a photo, a date '18-02-2014', a registration number 'Y182027(1)', and instructions 'Please fill in Grade' and 'Please fill in Level'. To the right of the entry are links for 'Move to', 'Edit' (highlighted with a red box), and 'Delete'.

| Sl. No. | Name                | Photo | Date       | Registration No. | Instructions                                 | Actions                                                             |
|---------|---------------------|-------|------------|------------------|----------------------------------------------|---------------------------------------------------------------------|
| 1       | 陳家明<br>Chan Ka Ming |       | 18-02-2014 | Y182027(1)       | Please fill in Grade<br>Please fill in Level | <a href="#">Move to</a> <a href="#">Edit</a> <a href="#">Delete</a> |

## 4. Registration Arrangement for “Athletes Pending Registration”

### 2. Athlete Pending Registration **with** Last Year Athlete Registration No.

- Chinese Name, English Name and Date of Birth can only be edited in the COMP portal.
- Click [Upload File] to upload student photo if applicable.
- Input gender, level and grade.
- Upload supplementary document if appropriate.
- Click [Save].

Temporary Saved

<

Identify Document\*



Photo\*

[Upload File](#)

Remark : Allows JPG, PNG or PDF with maximum 2Mb

Input HKID\* Y182027(1)

Chinese Name\* 陳家明

English Name\* Chan Ka Ming

Gender\* ☒ Male ☐ Female

Date of Birth\* 18-02-2014

Level\* P4

Grade\* Primary Schools - Boys Grade A

Supplementary Document (If appropriate) No file [Upload File](#)

[Save](#) [Cancel](#)

## 4. Registration Arrangement for “Athletes Pending Registration”

- After filling in the information, it is required to complete the relevant registration process as before.

The screenshot displays the 'Student Athletes Registration System' interface for the 2024-2025 season. The top navigation bar includes the system name, the school 'TEST\_新界小學', and the user 'TEST\_NTP\_Teacher'. A sidebar on the left lists navigation options, with 'Student Athlete Registration' expanded to show 'Temporary Saved'. The main content area, titled 'Temporary Saved', features a search bar and five action buttons: 'New Student', 'Select from Last Year's Student Athletes', 'Select from eClass', 'Import', and 'Move to Other Batch'. Below these buttons is a table of pending registrations. The first entry is highlighted with a red border and contains the following information:

| No. | Name                | Photo | DOB        | Yr         | Category                             | Image | Actions                                                             |
|-----|---------------------|-------|------------|------------|--------------------------------------|-------|---------------------------------------------------------------------|
| 1   | 陳家明<br>Chan Ka Ming |       | 18-02-2014 | Y182027(1) | Primary Schools - Boys Grade A<br>P6 |       | <a href="#">Move to</a> <a href="#">Edit</a> <a href="#">Delete</a> |

**Technical Support : eClass Limited**  
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**Enquiry : The Schools Sports Federation of Hong Kong, China**  
**Phone : 2711 9182 (Hong Kong Island and Kowloon)**  
**2711 2823 (New Territories)**

