



香港學界體育聯會

THE HONG KONG SCHOOLS SPORTS FEDERATION

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網上運動員註冊系統事宜

由 2017-2018 年度開始，學體會將採用網上系統處理運動員註冊事宜。有關系統希望能減省老師之抄寫工作，而且可以更有效防止學校因不小心造成的錯誤和重複註冊等問題。

新系統之推行日程如下：

- 2017 年 8 月上旬 - 學校戶口登入名稱及密碼(包括老師和校長)將郵寄各會員學校。
- 2017 年 8 月中旬 - 系統使用說明書及實際操作影片上載本會網頁。
- 2017 年 8 月 16 日 - 系統正式啟用。
- 2017 年 8 月下旬 - 舉行工作坊指導學校代表使用系統及解答各校在操作上遇到的問題。

此外，本會於 2017 年 7 月 10 及 11 日舉行之簡介會，有關簡報(PPT)內容已上載於本會網頁，未能出席的學校同工可瀏覽有關資料，為使用新系統作好準備。

為使各校能儘早掌握新系統運作，系統推出之同時將設立查詢熱線，指導學校使用新系統及解答各項疑問。

祝 暑期愉快！



香港學界體育聯會
副秘書長 鄧嘉珮 謹啟

致：全體中、小學會員學校
日期：2017 年 7 月 13 日



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Official Launch of Student Athletes Online Registration System

With effect from 2017-2018 season, The Hong Kong Schools Sports Federation will launch a new **Student Athletes Online Registration System**. The new System will substitute the existing paper registration, which assists teachers to register student athletes in an effective and timely manner, and prevent typos/repeat registration.

To facilitate the implementation of the new System, please take note of the following schedules.

- Early August 2017 - Account Information with Login ID and Password (for Teacher and Principal) will be mailed to all member schools.
- Mid August 2017 - System Operation Manual and Video Guide will be uploaded to the HKSSF website.
- 16 August 2017 - Student Athletes Online Registration System goes into operation.
- Late August 2017 - Workshops will be organised for school representatives to provide an introductory guide to the System and to answer any questions regarding the System.

In addition, we would also like to draw your attention that two briefing sessions were held on 10 & 11 July 2017 to explain to member schools the major functions of the System. The PowerPoint Presentation of the briefing session is now available at the HKSSF website for detailed information.

The Federation attaches great importance to user experience and the performance of the System. Upon the launch, a telephone hotline will be provided for member schools to resolve any technical and related issues that may occur.

Thank you very much for your kind attention.



Carmen Tang
Deputy Secretary General

To : All Primary and Secondary Member Schools

Date: 13 July 2017