





**◇MCYOMS.eClass-Parent-App◇ ◇HANDBOOK◇** 

BROADLEARNING

# eClass Parent App [EJ Primary School]

#### **User Guide for Parents**



For In-House Training ONLY

BROADLEARNING

Update Date:12/2019



### Introduction

#### What is eClass Parent App?

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

#### Why eClass Parent App?

- Convenient
- ✓ Simple
- ✓ Direct
- Instant
- Easy to manage and use



## Class MCYOMS eClass Parent App 功能





		Ļ		
博愛醫院歷屆總理聯誼會鄭任安夫人千禧小學。				
		eClass 家長戶口登入備忘~ (W備会百應保持針封,只可由家長折閉)~		
Г				
	學生姓名。	-博(99)虛擬學生(家長)↓	台啟	









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eClass Parent App x ePayment Usage ...

首頁 [IP 中學版] ~ [EJ 小學版] ~ [KIS幼稚園版

A. 程式功能 (文字PDF檔)

eClass Parent App | 。與學生共同成長 開拓流動校園的無限可能

#### 安裝指引

A. 安裝指引 (影片)







家長戶口	1資料。
eClass Parent App 登入畫面↓	eClass Parent App (備註 7)+
(https://parents.e@ass.com.hk/app/)~	家長戶口名稱 及 預設密碼。
	☞家長戶口]姓名:。
Class D	"二博(99)虛擬學生(家長)。
新入mcyoms	。 「完長ら口」 完長改 1 夕孫・
輸入學校名稱	[家夜户口] 家夜豆八石博··
博愛醫院歷屆總理聯誼會 鄭任安夫人 <u>千禧小</u> 學翰人家長戶口名稱 (例) pyom902451(首名子女	houraanan 王 houraanaa
(第二次登起"第二名于女) pyom110998//	[字串組合:首4個細楷英文字+6位數字]。
輸入戶口密碼 (例)98760123	[家長戶口密碼]*(登入及簽覆通告用):
	[字串組合:8位數字](預設密碼)-
● 投「増加帳戶」	<b>*98765432</b>
(例)(若兩名子女,請分別完成兩次; 程式内將顯示兩名子女的圖示)	* #若不更改,貴家長 <u>簽覆</u> 電子通告時,↓
v1.48.41.pm.15.08.07	輸入此密碼作為電子簽署
	#更改密碼:參以下備註 2。
	EClass Parent App 登入畫面: (https://parents.ecfass.com.hk/app/)。         「「「」」」」」」         「」」」」         「」」」」         「」」」」         「」」」」         「」」」」         「」」」」         「」」」」         「」」」」         「」」」」         「」」」」         「」」」」         「」」」」         「」」」」         「」」」」」         「」」」」         「」」」」         「」」」」         「」」」」」         「」」」」」         「」」」」」         「」」」」」         「」」」」」         「」」」」」         「」」」」」         「」」」」」         「」」」」         「」」」」         「」」」」         「」」」」         「」」」」         「」」」」         「」」」」         「」」」」         「」」」」         「」」」」         「」」」」         「」」」         「」」」」         「」」」」         「」」」」         「」」」」         「」」」」         「」」」」         「」」」」         「」」」」         「」」」」         「」」」」







### **Official Photo**



Android iOS 1. Users may view the student's photo uploaded by the school. Hui Pak Ka Today Hui Pak Ka Arrival Leave 08:20 15:20 Today (On Time) Leave 08:20 15:20 (On Time) School News More More ((·)) School News SCHOOL BUS SCHEDULE SCHOOL BUS SCHEDULE 2019-11-19 eNotice 0 More  $((\cdot))$ 0 \_ \_

Home

Push Message School News

eNotice

More



## User Guide



1. Select "User Guide" .

	Android				iOS				
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Hui F Training	Pak Ka EJ Primary Scho Home	eClass Parent A	) App User Guide			м	eClass	<b>(i)</b> Parent App Use	er Guide
9	Push Mes	i General Information	on 🗸			School Info	i Genera	Information	~
(0)	School N	O Account Managem	nent 🗸		÷	Medical Caring	O Accoun	t Management	~
<b>○</b>	eNotice eAttenda	Push Notification	~		<b>9</b>	eEnrolment	🌲 Push N	otification	*
22	Apply Lea	\$ Payment Transact	ions 🗸		R	My Accounts	\$ Paymer	nt Transactions	~
() () () () () () () () () () () () () (	School Cal	endar t			•? •	User Guide		>	
2	My Accour	nts		-		Privacy Policy		>	
\$	Settings				(j)	About Us		$\rightarrow$	
•?	User Guide				Home	Push Message School	News eNotice	More	



For other enquiries, you are welcomed to contact our customer service team.

email <a href="mailto:support@broadlearning.com">support@broadlearning.com</a>

Hotline/WHATSAPP 3913 3122







# eclass parent Installation







# Installation (Android)













Install eClass

BROADLEARNING



# Installation (iOS)



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# Installation (Android / iOS) 🛃

#### Login





Enter name of the school

Enter parent login name

Enter password

Click "Add"



v1.63.1.a.pro.19.09.





Installation (iOS)

Please update Apps regularly iOS users Please refer to the compatibility before downloading Teacher App and Parent App.

\* Download the app without the Google Play Store Click the following link to download APK <u>https://eclass.com.hk/apk/</u>

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



♥.



My Accounts



#### Change Password

- 1. Select " Change password" .
- 2. Enter current password, new password. Retype the new password.
- 3. Click "✓" or "Confirm" .



Android

#### iOS

My Accounts	+
Logout Change Password	Delete
2 Parent, Hui Pak Ka (Parent)	
Pack Change Decouverd	
Back Change Password Conf	firm
Current password	
Rew password	
Re-type new password	
To enhance the security of your account, please avoid us password same as the login name.	sing a
# At least 6 characters (consists of letter and number) ar required for password!	e





#### Management





### Management



#### Android

eclass parent

	Ö.	
Hui P	<b>Yak Ka</b> EJ Primary School	
	Home	
9	Push Message	
(0)	School News	
Q	eNotice	
4	eAttendance	
22	Apply Leave	
	School Calendar	
30	eHomework	
5	ePayment	
<b>=</b>	Group Message	
Ŀ	Digital Channels	
	School Info	
÷	Medical Caring	
<b>9</b>	eEnrolment	
R	My Accounts	
ø	Settings	
<b>2</b> ?)	User Guide	

	More			
+	eAttendance		>	
2°	Apply Leave		>	
	School Calendar		>	
30	eHomework		>	
\$	ePayment		>	
2	Group Message		>	
	Digital Channels		>	
	School Info		>	
÷	Medical Caring		>	
<b>9</b>	eEnrolment		>	
2	My Accounts		>	
•?	User Guide		>	
20	Terms of Use		>	
	Privacy Policy		>	
(j)	About Us		>	
Home	Push Message School News	eNotice	More	



OS



Push Message





# Push Message



	Android	iOS
Push       To: Hui Pak Nam       10:47 am         Winter Uniform: This week has been uniform transitio       1 new message(s)		ECLASS PARENT 18m ago Winter Uniform This week has been uniform transition week where students may start wearing winter uniform. From next week, all students are expected to wear winter uniform.
Push message (Users may view back the read push message.)	<ul> <li>Push Message</li> <li>Hui Pak Ka 2A</li> <li>Winter Uniform</li> <li>This week has been uniform transition week where students may start wearing winter uniform. From next week, all students are expected to wear winter uniform.</li> <li>Today 10:31:09 AM</li> <li>Pet離校 Student Leaves School</li> <li>許 柏 嘉已於2019-11-19 15:20:04離校. Hui Pak Ka has left school at 2019-11-19 15:20:04.</li> </ul>	Push Message         Image: I



# School News ((•))



Anuroiu	105
Class To: CHAN Cheuk Man 2:22 pm 小組最新消息通知 Latest Group News Reminder: 請 1 new message(s)	ECLASS PARENT now 小組最新消息通知 Latest Group News Reminder 請留意於 2019-10-29 發放的「Hong Kong Book Fair 2020」小組最新消息。 Please note that the latest group news of "Hong Kong Book Fair 2020" was released on 2019-1
<ul> <li>Push Message</li> <li>Hui Pak Ka 2a</li> <li>校園最新消息通知 Latest School News Reminder</li> <li>請留意於2019-11-19發放的「Hong Kong Book Fair 2020」最新消息。</li> <li>Please note that the latest news of "Hong Kong Book Fair 2020" was released on 2019-11-19.</li> <li>Today 10:56:03 AM</li> <li>View Details</li> </ul>	Push Message         シン       Hui Pak Ka         A       A         ・       校園最新消息通知         人本       大園最新消息通知         自該 2019-11-19 發放的「Hong Kong Book Fair 2020」最新消息。         Please note that the latest news of "Hong Kong Book Fair 2020」最新消息。         Please note that the latest news of "Hong Kong Book Fair 2020" was released on 2019-11-19.         2019-11-19 10:56:03
	<ul> <li>CClass To: CHAN Cheuk Man 2:22 pm 小組最新消息通知 Latest Group News Reminder: 請 1 new message(s)</li> <li>              Push Message      </li> <li>Push Message         </li> <li>Push Message         </li> <li>Push Message         </li> <li>Push Message         </li> <li>Push Message         </li> <li>Push Message         <ul> <li>Push Message</li> <li>Push Push Ka</li> <li>Push Pu</li></ul></li></ul>



### School News ((-))



1. Select "School News" .



#### iOS





2.

# School News ((•))



	Android	iOS		
Parents can find out all the school news.	School News           SCHOOL NEWS         CLASS TEACHER NEWS         MESSAGE           Hong Kong Book Fair 2020         Message	School News School News Class Teacher Message Hong Kong Book Fair 2020		
	Today INFLUENZA VACCINATION PROGRAMME 2019-2020 Today	INFLUENZA VACCINATION PROGRAMME 2019-2020		
	Today       WINTER FAIR 2019       Today	SCHOOL BUS SCHEDULE 2019-11-19		
		WINTER FAIR 2019 2019-11-19		



## School News ((.)) Q

# Click a school news for details.

#### - School News

#### Hong Kong Book Fair 2020

Android

1 2019-10-29

#### THEME OF THE YEAR: SCI-FI AND MYSTERY

This year's Book Fair, centered on the theme of "Sci-Fi and Mystery", offers a good opportunity for readers to appreciate excellent sci-fi and mystery literature. The power of boundless imagination, fusing together the elements of science, fantasy and suspense, fashion words into a world of forever morphing between fantasies and realities. Traveling through the infinite spacetime and unraveling layers upon layers of mysteries on this reading journey, readers can appreciate the magic of sci-fi and mystery literature and enjoy reading for pleasure.

Hong Kong Book Fair 2020.png



Misc

Posted By System Admin

Target Group(s) Parent

#### iOS

#### **〈** School News

#### Hong Kong Book Fair 2020

1 2019-10-29

#### THEME OF THE YEAR: SCI-FI AND MYSTERY

This year's Book Fair, centered on the theme of "Sci-Fi and Mystery", offers a good opportunity for readers to appreciate excellent sci-fi and mystery literature. The power of boundless imagination, fusing together the elements of science, fantasy and suspense, fashion words into a world of forever morphing between fantasies and realities. Traveling through the infinite spacetime and unraveling layers upon layers of mysteries on this reading journey readers can

appreciate the magic of s and enjoy reading for ple

Misc





Posted By System Admin

Target Group(s) Parent



eNotice



	Android	iOS
Push message	Class To: Hui Pak Ka 2:22 pm 請於2019-12-03 00:00:59或之前簽署電子通告19112「Pa	<ul> <li>➡ ECLASS PARENT now</li> <li>最新電子通告提示 [19112]</li> <li>Latest eNotice alert [19112]</li> <li>請於 2019-12-03 00:00:59 或之前簽署電子通告</li> <li>19112「Parent-child Bonding Activity Day」。</li> </ul>
Push message (Users may view back the read push message.)	<ul> <li>Push Message</li> <li>Hui Pak Ka 2a</li> <li>最新電子通告提示 [19112] Latest eNotice alert [19112]</li> <li>請於2019-12-03 00:00:59或之前簽署電子通 告19112 「Parent-child Bonding Activity Day」。 Please sign the eNotice 19112 titled "Parent-child Bonding Activity Day" on or before 2019-12-03 0:00:59.</li> <li>Today 02:22:35 PM</li> <li>View Details</li> </ul>	Push Message         シン         Para         A         B         B         B         B         B         B         B         B         B         B         B         B         B         B         B         B











2. Click into a eNotice to read or sign.



Android

	eNotice		
All	Unsigned	Sig	ined
Q Search			
19112       Parent-child Bonding Activity       Day       2019-11-19			
19111P Parents' Talk ( 2019-11-19	(NOV)		<b>D</b> Expired
19110E Outdoor learn 2019-11-19	ing Day		Signed

iOS





#### Android iOS 3. Read the < eNotice</pre> eNotice. 19112 eNotice $\leftarrow$ **Parent-child Bonding Activity** 19112 Day Unsigned Parent-child Bonding Activity Day Unsigned ⑦ Deadline: 2019-12-03 00:00:59 7 Deadline: 2019-12-03 00:00:59 Parent-child Bonding Day Trip Parent-child Bonding Day Trip To strengthen the relationship between students, parents and the To strengthen the relationship between School, the PTA is hosting the "Parent-child Day Trip" in students, parents and the School, the PTA is December. Details are as follows:hosting the "Parent-child Day Trip" in Date : 1 December 2019 (Sunday) December. Details are as follows:-Time : 9:15 a.m. to 4:00 p.m. (approximately) School Main Entrance Gathering 1 December 2019 (Sunday) place : Date : Time : 9:15 a.m. to 4:00 p.m. Programme : A day camp will be held at the Holiday Camp. There will (approximately) be a series of camp activities and parent- child bonding games. Gathering School Main Entrance place : Misc A day camp will be held at the Programme : Holiday Camp. There will be a series of camp activities and parent- child bonding games.







	Android	iOS
4. Sign the eNotice.	<ul> <li>eNotice</li> <li>Reply Slip</li> <li>A have been notified of the details of the captioned PTA activity.</li> <li>My family will join this event.</li> <li>My family will not be able to join this event.</li> <li>*Total no. of participants:</li> </ul>	<complex-block>  Paper Since     Reply Sinp      It have been notified of the details of the captioned PTA activity.       My family will join this event.    My family will not be able to join this event.    It for a more of participants:    A    Sign    Sign</complex-block>





Android	iOS
Class To: Hui Pak Ka 4:08 pm 簽署電子通告確認通知 [19112] eNotice Signed Alert [1	ECLASS PARENT now 簽署電子通告確認通知 [19112] eNotice Signed Alert [19112] 已收到閣下於 2019-11-19 16:08:54 簽署的電子 通告 19112「Parent-child Bonding Activity Day」。 Please note that the eNotice 19112 titled "Pare
<ul> <li>Push Message</li> <li>Hui Pak Ka 2a</li> <li>Sa</li> <li>Sa</li> <li>Sa</li> <li>Sa</li> <li>Sa</li> <li>Buba E Construction of the endotic of the endot of the</li></ul>	Push Message         Image: Display in the part of the p
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	Android	iOS		
Push message	CClass To: Hui Pak Ka 4:14 pm 請儘快簽署電子通告19110E「Outdoor learning Day」(資	CLASS PARENT now 電子通告重要提示 [19110E] eNotice Important Reminder [19110E] 請儘快簽署電子通告 19110E「Outdoor learning Day」(簽署限期: 2019-12-03 00:00:59)。 Please sign the eNotice 19110E titled "Outdoor learning Day" as soon as possible (Original De		
		Push Message		
Push message (Users may view back the read push message.)	≡ Push Message	Hui Pak Ka		
	Hui Pak Ka 2A	<ul> <li>電子通告重要提示 [19110E]</li> <li>eNotice Important Reminder</li> </ul>		
	<ul> <li>電子通告重要提示 [19110E] eNotice Important Reminder [19110E]</li> <li>請儘快簽署電子通告19110E「Outdoor learning Day」(簽署限期: 2019-12-03 00:00:59)。 Please sign the eNotice 19110E titled "Outdoor learning Day" as soon as possible (Original Deadline: 2019-12-03 00:00:59).</li> </ul>	[19110E] 請儘快簽署電子通告 19110E「Outdoor learning Day」(簽署限期: 2019-12-03 00:00:59)。 Please sign the eNotice 19110E titled "Outdoor learning Day" as soon as possible (Original Deadline: 2019-12-03 00:00:59).		
	Today 04:14:20 PM	2019-11-19 16:14:17		
		View Details		



## ePayment



	Android	iOS
1. Select "ePayment" .	Image: School Reves   Image: School Calendar   Image: School Calendar	More   Image: eAttendance   Image: eHomework   Image: eHomework
	Group Message	Home Push Message School News eNotice



## ePayment



\$16.00

Android iOS 2. Users may view the balance and < More unpaid items. ePayment Balance \$1,430.00 ePayment Balance \$1,430.00 Transactions Unpaid Outstanding total \$ 396.00 Total \$396.00 ECA cost \$380.00 ECA cost 7 2019-11-15 \$380.00 7 2019-11-15 **Field Trip Transportation** Fee \$16.00 0 2019-11-15 **Field Trip Transportation Fee** 

0 2019-11-15



### ePayment



3. All the transactions will be listed.

≡ ePayment	
	Balance \$1,430.00
UNPAID <sup>2</sup>	TRANSACTIONS
2019-11-08 Supplementary E payment \$180.00	Exercise BK1 \$1430.00
2019-11-08 Miscellaneous F payment \$500.00	<b>ee</b> \$1610.00
2019-11-08 Top up \$2000.00	\$2110.00
2019-11-08 Top up \$100.00	\$110.00

Android

#### < More ePayment Balance \$1,430.00 Unpaid Transactions Supplementary Exercise BK1 2019-11-08 Payment \$180.00 \$1430.00 **Miscellaneous** Fee 2019-11-08 \$500.00 Payment \$1610.00 2019-11-08 \$2000.00 \$2110.00 Deposit 2019-11-08 \$100.00 \$110.00 Deposit 0 0

((.))

eNotice

More

Push Message School News

2

iOS





#### [AlipayHK] (ENG) eClass Parent App x ePayment Usage <u>A. Payment Notice (Video)</u> MCYOMS

Alipay.HK Account-Setup

https://www.alipayhk.com/en/faq-shoppers/account-setup/









# **Digital Channels**



2. There are three sections in digital Channels i.e. HIGHLIGHT, PHOTOS and ALBULMS.

=	Digital	Chanr	nels				
н	HIGHLIGHT PHOTOS			ALBUMS			
All pho	tos:						
105 4050 10000 1000 10000	Android	10S MATERY MATER	Android	ios 10:59	Android 10:32	IOS 	Android
	BCMSS						

Android



iOS



# **Digital Channels**



Android

#### iOS

3. Users may view all the albums under different categories by clicking the button in the top right corner.







# **Digital Channels**



- 4. Click into a category and select an album to view photos and videos.
- 5. Users may add the media to favourite, leave comment, download and check the info.

#### Android

#### iOS

#### **〈** Digital Channels

#### PTA > eClass APP 使用:

🛣 Favorite



Comment

#### **〈** Digital Channels

#### PTA > eClass APP 使用:





### School Info







School Info



	Android	iOS
2. Select an item.	School Info	More School Info   School Profile >   School Information >



### School Info



3. View school info.

#### Android



Our Mission

It is our mission to inspire academic and personal growth in our students in a dynamic educational environment. By creating an atmosphere of freedom and love, we encourage our students to develop their potentials, take the initiative to learn, have their wisdom enhanced, have correct values and positive life attitudes.

Mission

#### iOS



#### **Our Mission**

It is our mission to inspire academic and personal growth in our students in a dynamic educational environment. By creating an atmosphere of freedom and love, we encourage our students to develop their potentials, take the initiative to learn, have their wisdom enhanced, have correct values and positive life attitudes.

More





My Accounts



Android iOS Add Account(s) My Accounts My Account Training 博文亞洲小學 TITION Training 博文亞洲小學 TUTION Training EJ Primary School Hui Pak I Training EJ Primary School 1. Click "My Parent, Hui Pak Ka (Parent) Le Parent, Hui Pak Ka (Parent) Accounts". Hor **eclass** 2. Click "+" to School Info A paren Pus add account(s). Medical Ca + **eclass** Sch parent Hui Pak K eEnrolment Hui Pak 2A - 1 0 eNo 2A - 1 Q School + eAttendance 2 Parent Login Name My Accounts 120 Apply Leave A Password Q School ? User Guide Parent Login Name i School Calendar Add A Password Terms of Use 0R eEnrolment Add **Privacy Policy** By proceeding you agree with <u>Terms of Use</u> and <u>Privacy Policy</u>. 2 My Accounts (i) About Us 10 Settings Ð  $((\cdot))$ 0 1 = By proceeding you agree with <u>Terms of Use</u> and <u>Privacy Policy</u>

User Guide

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My Accounts



	Android		iOS
Log out/ Delete Account 1. Click or swipe the	Click and select or "Delete".	"Logout"	Swipe the school banner from right to left and select "Logout" or "Delete" .
<ul><li>the left.</li><li>2. Select "Logout" or "Delete" .</li></ul>	Yearent, Hui Pak Ka (Parent)         ● Parent, Hui Pak Ka (Parent)         ● Diagram of the state of t	Logout Change Password Delete	My Accounts         Image         Delete         Image         Delete         Image         Parent, Hui Pak Ka (Parent)



For other enquiries, you are welcomed to contact our customer service team.

email <a href="mailto:support@broadlearning.com">support@broadlearning.com</a>

Hotline/WHATSAPP 3913 3122





# The end

# Thank you for using eClass Parent App.

If you have forgotten the password, please contact your school to reset.

