

**SHUN LEE CATHOLIC SECONDARY SCHOOL (2019-2020)**

2<sup>nd</sup> September 2019

Dear Parents,

**Circular No. 11**

**eClass Mobile Application for Parents (for S1 & Transfer Students)**

To protect the environment and strengthen the school-parent communication, our school has adopted the use of mobile application for dissemination of school information. Many parents have already downloaded and installed “eClass Parent App” on their mobile devices to receive our push messages, electronic circulars and latest school news automatically. Starting from 2019-20, **all S1 circulars (except payment circulars and those circulars with complicated options) will be distributed electronically.** For the arrangement of using “eClass Parent App”, please take note of the following:

1. Please follow the attached instructions to install the “eClass Parent App” on your mobile device.
2. From 2<sup>nd</sup> September 2019 to 4<sup>th</sup> September 2019, you can use the “eClass Intranet” username and password to login the app. The electronic version of this circular will be sent to you on 2<sup>nd</sup> September 2019. Please sign this circular with your password.
3. For security reason, please change your password immediately after the first login. This password is equivalent to your signature. Please never disclose this password to your son/daughter.
4. A notification message will be received when the school sends you the electronic circular. (You must turn on the notification function on your mobile phone)
5. Please return this reply slip to the class teacher on 5<sup>th</sup> September 2019.

Should you have any enquiries on the use of eClass App, please call 2337 2123 to contact the IT team of BroadLearning Education (Asia) Limited.

Yours faithfully,

Chim Yin Chu  
Principal



**Reply Slip**

**Circular No.11 (2019-2020)**

**eClass Mobile Application for Parents (for S1 & Transfer Students)**

Name: \_\_\_\_\_ Class: \_\_\_\_\_ ( ) Date: \_\_\_\_\_

Dear Ms. Chim,

Thank you for notifying me about the details of the “eClass Mobile Application for Parents”. I have\*:

- installed the eClass Parent App and used it to reply this school circular.
- problem in installing the eClass Parent App and need technical support from school.

Yours sincerely,

Signature of Parent

*\*Please put a tick in the appropriate box*

**順利天主教中學**  
**學校通告 11 (2019-2020)**  
**有關電子通告及即時訊息事宜(中一新生及插班生)**

敬啟者：

為支持環保，減少用紙，以及進一步提高家校通訊的效率，本校於2015年起以電子通告形式發放學校資訊，不少家長已選擇使用智能手機，透過 eClass Parent App 查看學校通告及接收學校資訊。由今年開始，本校將於中一級全面使用電子通告系統，**除繳費通告及選項複雜的通告外，本校不再派發紙本通告**。有關本校發放電子通告及即時訊息的安排，請家長注意以下事項：

1. 請家長依照附件指示安裝 eClass Parent App。
2. 於9月2日至9月4日期間以 eClass 內聯網的帳戶名稱及密碼登入程式。學校將於9月2日發出此份通告的電子版，請閱讀此通告並簽署回條。
3. 為保安理由，請於首次登入後立即更改密碼，並親自妥善保管，此密碼等同家長簽署，切勿將密碼交予子女，以確保校方與家長的溝通。
4. 凡校方發放電子通告，家長的智能電話會即時自動收到訊息提示(需開啟通知功能)。
5. 請填妥回條並於9月5日交回班主任。

如對使用 eClass Parent App 家長手機應用程式有任何疑問，歡迎致電 3913 3211 與博文教育(亞洲)有限公司聯絡。

此致  
中一級家長

順利天主教中學校長

詹燕珠謹啟

二零一九年九月二日



**回條**  
**學校通告 11 (2019-2020)**  
**有關電子通告及即時訊息事宜(中一新生及插班生)**

姓名：\_\_\_\_\_ 班別：\_\_\_\_\_ ( )

敬覆者：本人已得悉有關通告11事宜。(請在適當  內填上 "✓" 號)

本人已安裝 eClass Parent App，並以 eClass Parent App 簽閱此學校通告的電子回條。

本人未能成功安裝 eClass Parent App，需要技術支援。

此覆  
順利天主教中學詹校長

家長或監護人\_\_\_\_\_簽署

二零一九年九月 日