# Guidelines for Checking Students' Smart Card Record Online 網上查閱學生智能卡紀錄指引

With the Smart Card System, parents can check students' go-to-school time and leaveschool-time, ePayment account balance and transaction records in the eClass platform. 當學生智能卡系統啟動後,家長可隨時於 eClass 系統內查閱學生之到校、離校考 勤紀錄,智能卡結存及交易紀錄。

#### Step 1: Login eClass 步驟一:進入 eClass 系統

- 1. Go to the St. Mary's Canossian College homepage <u>http://www.smcc-canossian.org/</u> 登入嘉諾撒聖瑪利書院網站 <u>http://www.smcc-canossian.org/</u>
- 2. Click eClass & ePayment to open the window for eClass login

按 eClass & ePayment 進入校園系統登入介面 Intranet WebMail eClass & ePayment Past Students' Association Parent Teacher Association Thursday 24 August 2017 is your 🚮 hor SIAN ( . MARY'S ( FOUNDED 1900 諾 碼 ŧ١ 院 撒 162 Austin Road, Tsimshatsui, Kowloon, HKSAR. T: +852 2724 2771 F: +852 2724 2719 E: info@smcc.hk **Online Announcements** Holistic Development and Effective Learning Start HERE ... Tender Notices The College Students C About Us Student Council **Donation for Stage Lighting** Guidelines on Holding Posts of School Plans and Reports Responsibility for Student School Curriculum Leaders Internal Scholarships Language Policy Policy on Preventing Sexual Harassment Community Services The St. Marian Coloury STDCC D Healthy School Moments to Cherish **★**New Policy • School History Watch On Words Pastoral Care dministration Student Quality School Calendar Guidance Team Discipline Team Academic Departments Careers and Further Studies 2017.07.14 Closing Ceremony 🛨 New School Library Guidelines for Outings 2017.07.10 Graduation Ceremony \* New F.1 Admission 2017.07.05 Talent Quest Class Timetable Latest Circulars :00th Annirenary of the Foundation of the Canossian Institute Term Registration Day and Fees chargeable for the New School Year Graduation Day & Pre-HKDSE Results Release Briefing Staving Vigiant against the Spread of Communicable Diseases The Celebration Song Life of St. Magdalene of Canossa Canossian Daughters of Charity Canossian Missions (HK and Macau Province) Quick Link eClass ePayment Intranet WebMa Wisdom Begins in Wonder - Quality St. Marians as Inquisitive Learners Location Map All Rights Reserved @ SMCC 2017 Last updated on July 26, 2017 Green Project - Environ and Conservation Fun Click here to login

按此處進入 eClass 校園系統登入介面

- 3. Input login name and password 键入用户名稱及密碼登入系統
  - $\triangleright$ eClass login ID (用戶名稱): p + first 6 numeric digits of student's ID no. p+學生編號首六個數字

If the student's ID no. is s121701, the parent's login ID is p121701. 假如學生的學生編號是 s121701,家長的用戶名稱就是 p121701。

 $\geq$ Default password (預設密碼): Student's date of birth (ddmmyyyy)

學生出生日期(ddmmyyyy)

If the student's date of birth is 22<sup>nd</sup> January, 2003, the password will be 22012003. 假如學生的出生日期是 2003 年 1 月 22 日,家長的預設密碼就是 22012003。



### {eClass} & [ePayment] <eNotice> on the Cloud

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## Step 3: Check iSmartCard Record 步驟三: 查考學生智能卡紀錄

#### Selection of Functions 功能選擇

Function 1: Check Account Balance and Transaction Records

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Diversified Thinking & Learning in a Self-motivating Community	Arent 🕢 Home 🔾 e Se	rvice O eLearning	O eCommu	unity				
	iSmartCard	nd Transaction R	ecords					
Attendance 👻	Select Student To View	Select				2		
😣 Attendance Record	Balance	\$ 498.06 (L	ast Updated	: 2008-0	7-22 12:1	2:47)		
S Payment 👻	2008-06	Search						
Account Balance and Transaction Records	# Transaction Time �	Add value Record Time	Tran. Type	Credit	Debit	Details	Balance	Ref Code
Payment Records	1 2008-06-18 15:57		Payment		\$10.0	Equestrian Event	\$504.9	PAY37244
Add Value Records	2 2008-06-11 09:34	2008-06-11 09:34	Credit	\$5.7		現金增值 / Cash Deposit	\$514.9	Refund of I.T. Notes Printing
child	(1-2)/Total 2				← Pa	ge <mark>1▼</mark> → Dis	splay 50	/Page

#### 功能一:查閱户口結存及紀錄

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#### Function 2: Check Payment Records

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Account Balance	Payment Category Select						
and Transaction Records	Time of paid	All Record	s 💌				
Payment Records	Select Period	From 2008	3-01-01	то 2008	-08-31		
Add Value Records							
🍇 Transfer to another child			View	/			
		Search					
	# Payment Item �	Payment Category	Amount	Subsidy Amount	Deadline	Time o	of paid
	1 Mathematics Summer Eercise	Mathematics	\$0.0		2008-05-26	2008-0	05-30 08:02
	2 Equestrian Event	Post Exam Activities	\$10.0		2008-06-20	2008-0	06-18 15:57

#### 功能二:查閱智能卡繳費紀錄

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			尋找				
		# 徵費項目 �	<b>撤費類別</b>	金額	資助金額	櫢費最後限期	<b>被</b> 費時間
		1 Mathematics Summer Eercise	Mathematics	\$0.0		2008-05-26	2008-05-30 08:02
		2 Equestrian Event	Post Exam Activities	\$10.0		2008-06-20	2008-06-18 15:57