

# 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 leave-school-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 <http://www.smcc-canossian.org/>  
登入嘉諾撒聖瑪利書院網站 <http://www.smcc-canossian.org/>
2. Click **eClass & ePayment** to open the window for eClass login

按 **eClass & ePayment** 進入校園系統登入介面

The screenshot shows the homepage of St. Mary's Canossian College. At the top, there is a navigation bar with links for 'home page', 'Intranet', 'WebMail', 'eClass & ePayment', 'Past Students' Association', and 'Parent Teacher Association'. The 'eClass & ePayment' link is highlighted with a red box and an arrow. Below the navigation bar is the college's name in English and Chinese, along with the founding year 'FOUNDED 1900'. The main content area is divided into several sections: 'The College', 'Students', 'Administration', 'Pastoral Care', 'Online Announcements', 'Tender Notices', 'Latest Happenings', and 'Latest Circulares'. The 'eClass ePayment' link is also highlighted in the 'Quick Links' section at the bottom right with a blue box and an arrow.

Click here to login  
按此處進入 eClass 校園系統登入介面

3. Input login name and password  
鍵入用戶名稱及密碼登入系統

- eClass login ID (用戶名稱) :

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。

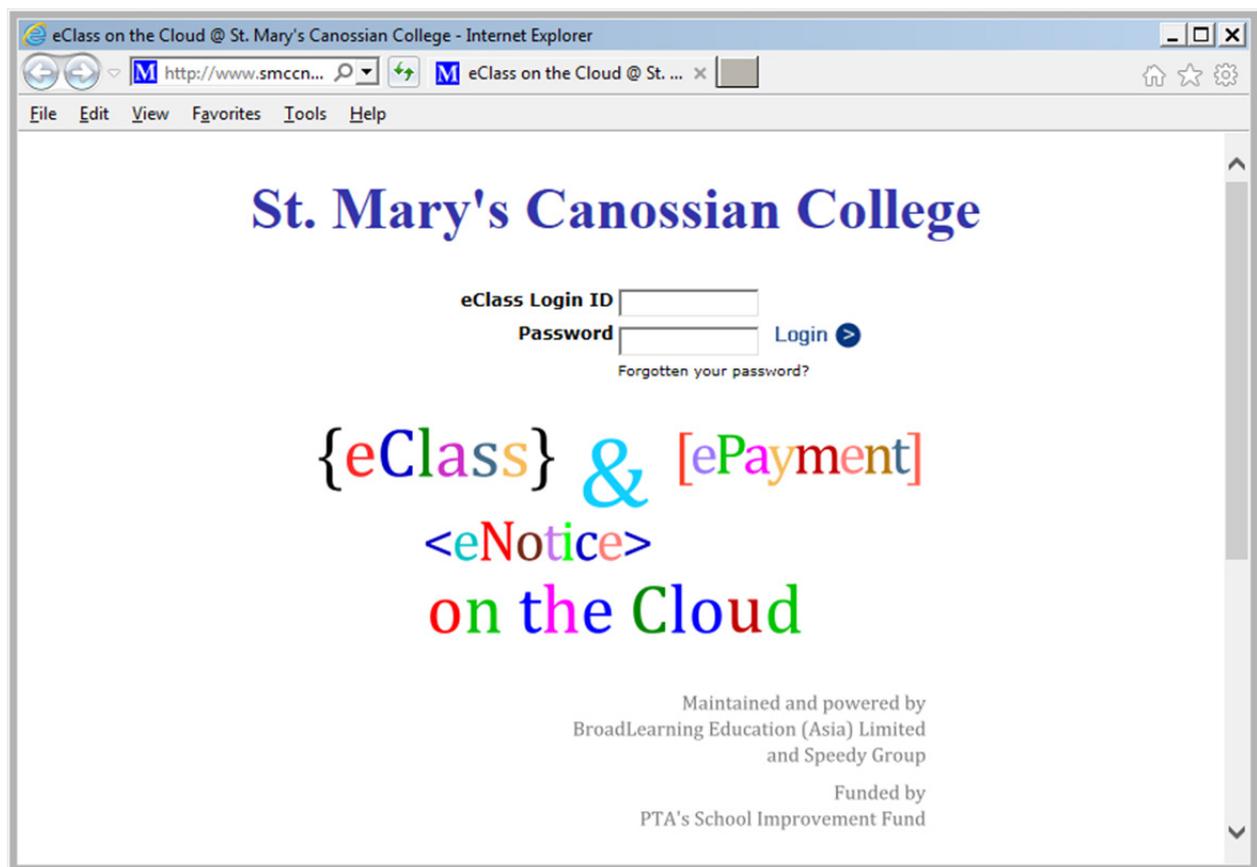
- Default password (預設密碼) :

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 login ID (用戶名稱):

Default password (預設密碼):

Step 2: Login e-Class  
 步驟二：進入系統介面

**iSmartCard**  
 智能卡紀錄

Parents can check the following:

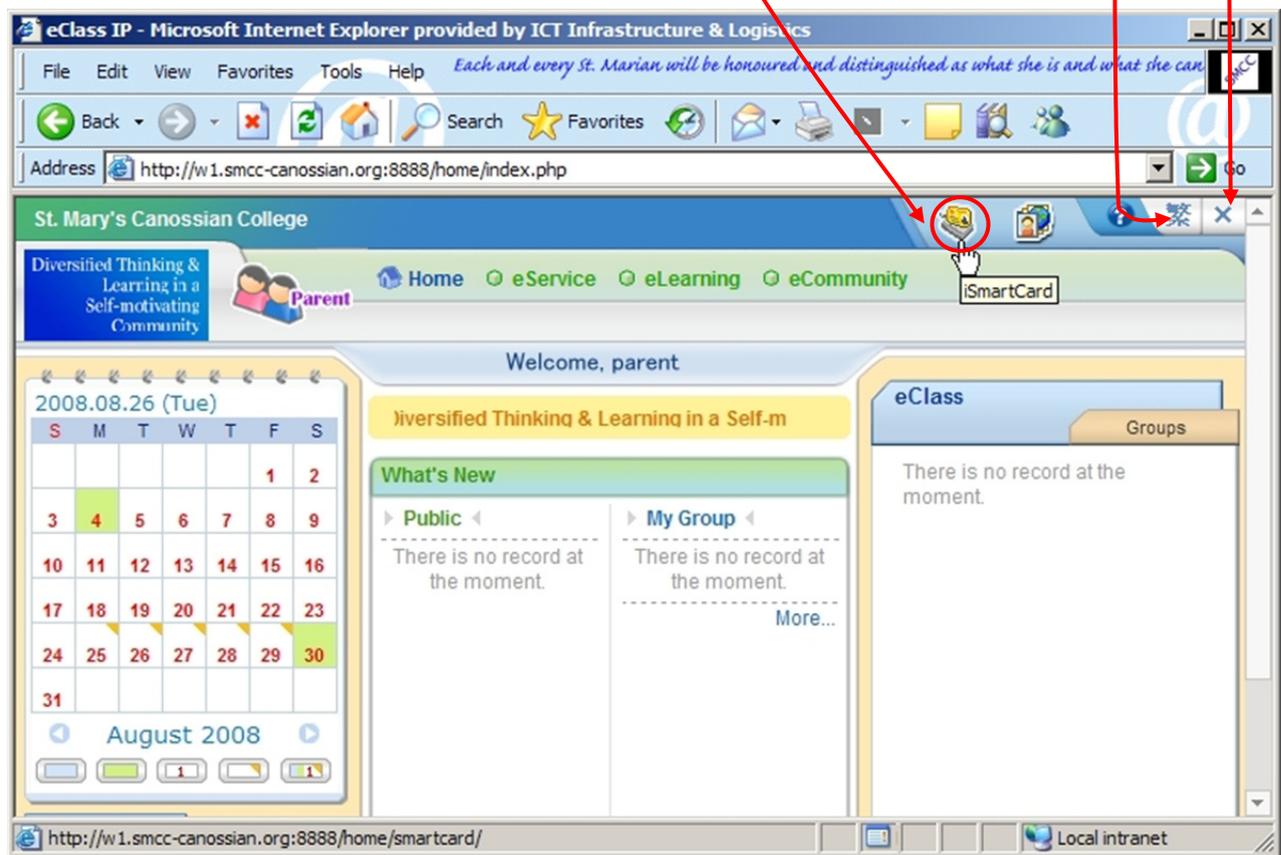
1. Attendance Record
2. Account Balance and Transaction Records

家長可由此查閱以下資料：

1. 學生考勤紀錄
2. 學生智能卡戶口結存及交易紀錄

Logout  
 登出系統

Choose English or  
 Chinese Traditional  
 選擇英文或繁體中文



### 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

The screenshot shows the 'iSmartCard' section of the St. Mary's Canossian College website. The main heading is 'Account Balance and Transaction Records'. A dropdown menu for 'Select Student To View' is set to '- Select -'. The current balance is \$ 498.06 (Last Updated: 2008-07-22 12:12:47). A search box contains '2008-06' and a 'Search' button. Below is a table of transactions:

#	Transaction Time	Add value Record Time	Tran. Type	Credit	Debit	Details	Balance	Ref Code
1	2008-06-18 15:57	--	Payment		\$10.0	Equestrian Event	\$504.9	PAY37244
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

At the bottom, it shows '( 1 - 2 ) / Total 2' and pagination controls: 'Page 1' and 'Display 50 /Page'.

### 功能一：查閱戶口結存及紀錄

The screenshot shows the Chinese version of the 'iSmartCard' section. The main heading is '我的智能卡紀錄' and the sub-heading is '戶口結存及紀錄'. A dropdown menu for '選擇學生' is set to '- 選擇 -'. The current balance is \$ 498.06 (最後更新: 2008-07-22 12:12:47). A search box contains '2008-06' and a '尋找' button. Below is a table of transactions:

#	交易時間	增值紀錄時間	交易類別	增值	支出	交易內容	結存	參考編號
1	2008-06-18 15:57	--	繳費		\$10.0	Equestrian Event	\$504.9	PAY37244
2	2008-06-11 09:34	2008-06-11 09:34	增值	\$5.7		現金增值 / Cash Deposit	\$514.9	Refund of I.T. Notes Printing

At the bottom, it shows '( 1 - 2 ) / 總數 2' and pagination controls: '頁 1' and '每頁顯示 50 項'.

## Function 2: Check Payment Records

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### iSmartCard

#### Payment Records

Select Student To View: -- Select --

**Balance** \$ 498.06 (Last Updated: 2008-07-22 12:12:47)

Payment Category: -- Select --

Time of paid: All Records

Select Period: From 2008-01-01 To 2008-08-31

[View](#)

[Search](#)

#	Payment Item	Payment Category	Amount	Subsidy Amount	Deadline	Time of paid
1	Mathematics Summer Exercise	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

## 功能二：查閱智能卡繳費紀錄

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家長 首頁 資訊服務 學與教管理工具 社群管理工具

### 我的智能卡紀錄

#### 繳費紀錄

選擇學生: -- 選擇 --

**結存** \$ 498.06 (最後更新: 2008-07-22 12:12:47)

繳費類別: -- 選擇 --

繳費時間: 全部紀錄

選擇日期: 由 2008-01-01 到 2008-08-31

[檢視](#)

[尋找](#)

#	繳費項目	繳費類別	金額	資助金額	繳費最後限期	繳費時間
1	Mathematics Summer Exercise	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