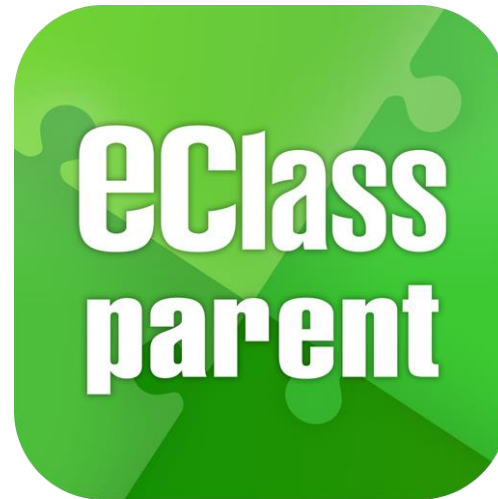


# eClass Parent App [EJ Primary School]

## User Guide for Parents



For In-House Training ONLY





# 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





# Installation

---





# Installation (Android)



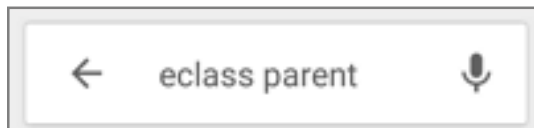
Open Google  
Play Store



Search "eClass  
Parent App"



Install eClass  
Parent App





# Installation (iOS)



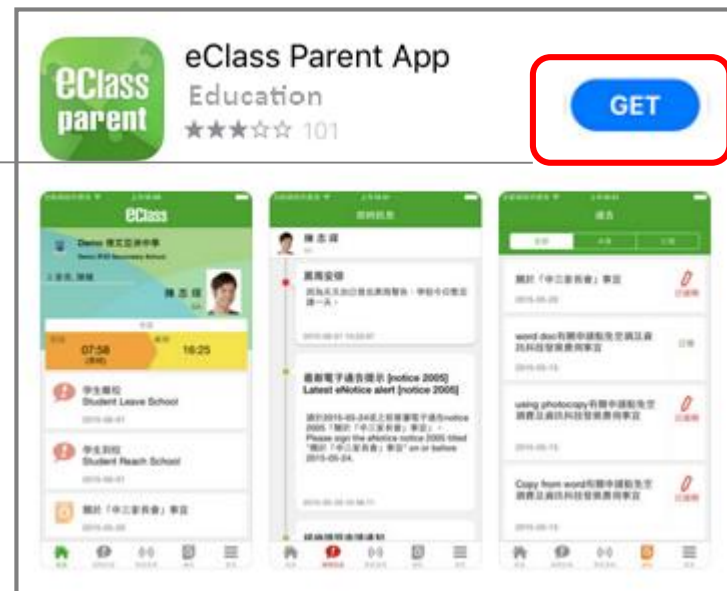
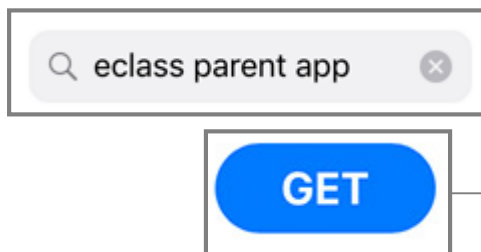
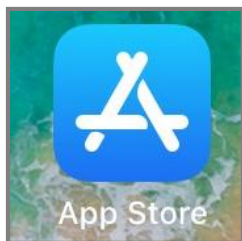
Open App Store



Search "eClass Parent App"



Install eClass Parent App





# Installation (Android / iOS)

## Login



The login screen has a green background with the eClass parent logo at the top. Below the logo are three input fields: 'School', 'Parent Login Name', and 'Password'. A blue 'Add' button is positioned below the password field. At the bottom, a disclaimer states: 'By proceeding you agree with [Terms of Use](#) and [Privacy Policy](#).' The version number 'v1.63.1 a.pro.19.09.02' is at the bottom left.

Enter name of the school

Enter parent login name

Enter password

Click "Add"

# 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

<https://eclass.com.hk/apk/>

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



# Management

---



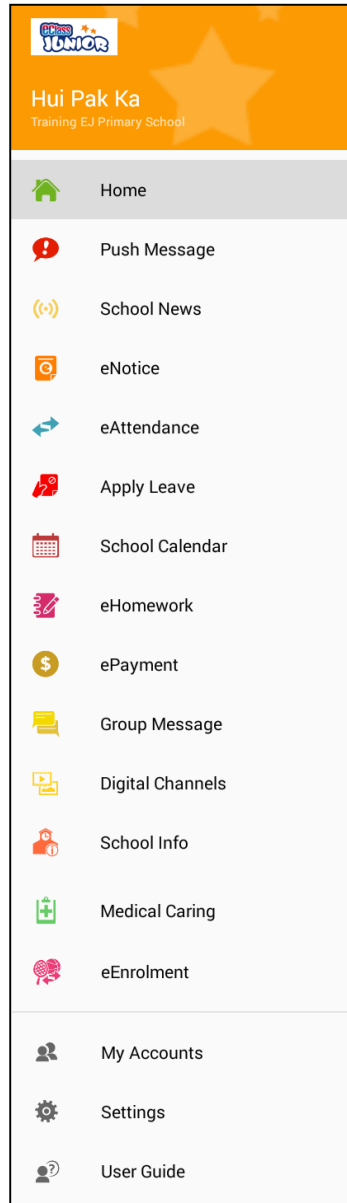




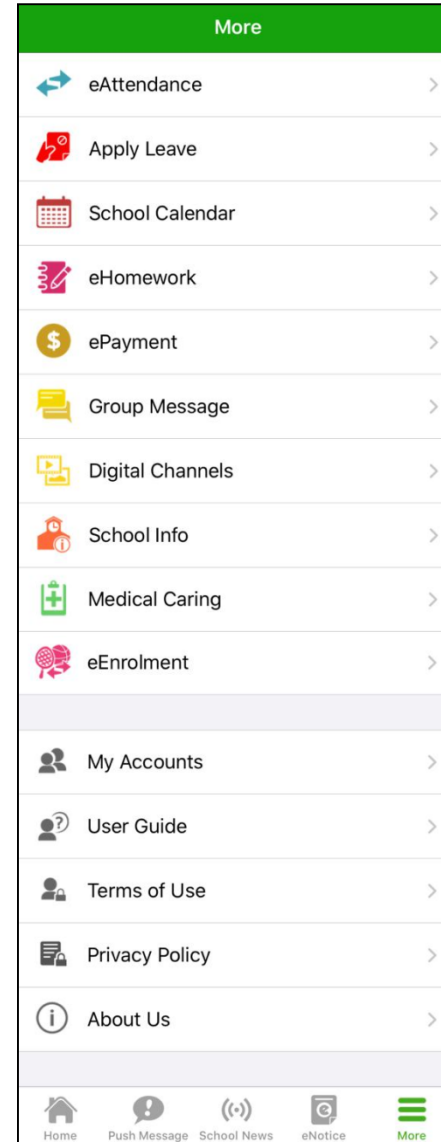
# Management



Android



iOS





# Push Message



## Android

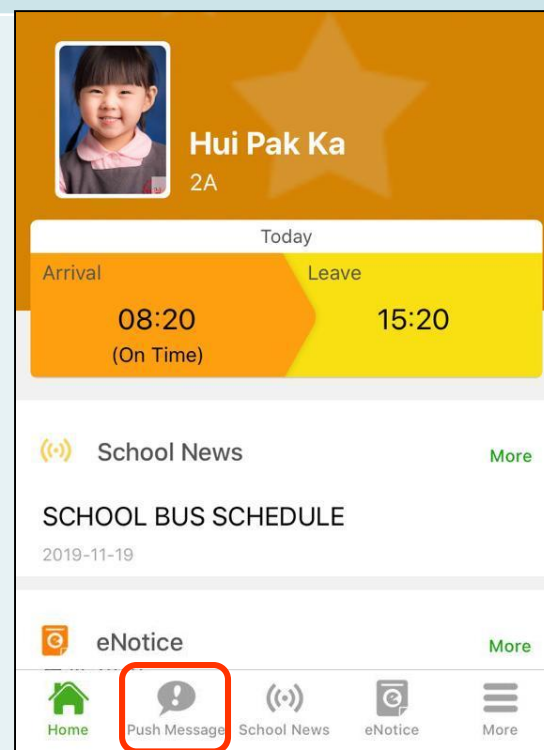
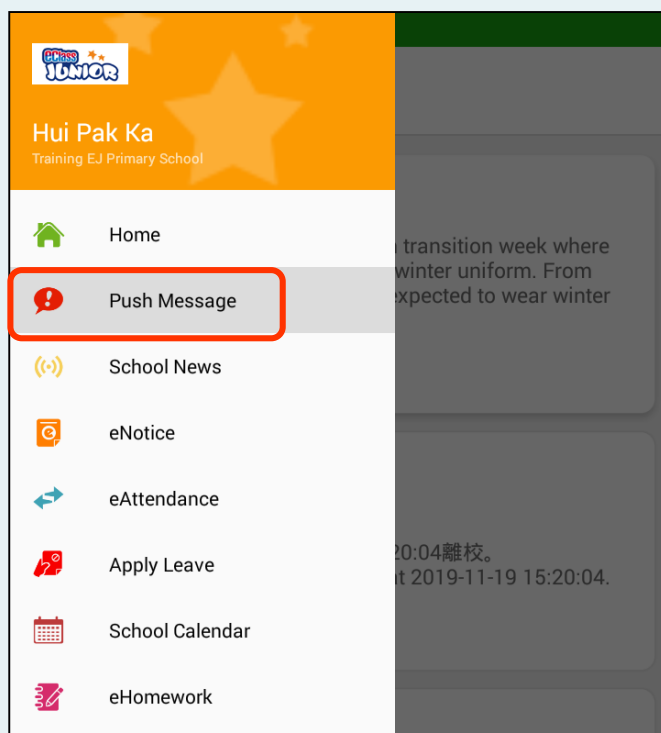
## iOS

Push  
message

**eClass** 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.)





# Push Message



## Android

## iOS


Push  
message

**eClass** To: Hui Pak Nam 10:47 am  
Winter Uniform: This week has been uniform transitio...  
1 new message(s)

**ECLASS PARENT** 18m ago  
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Push  
message  
(Users  
may view  
back the  
read push  
message.)

**Push Message**

 **Hui Pak Ka**  
2A

**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.

Today 10:31:09 AM

**學生離校**  
**Student Leaves School**

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.

**Push Message**

 **Hui Pak Ka**  
2A

**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.

2019-11-19 10:29:55

**學生離校**  
**Student Leaves School**

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.



# School News



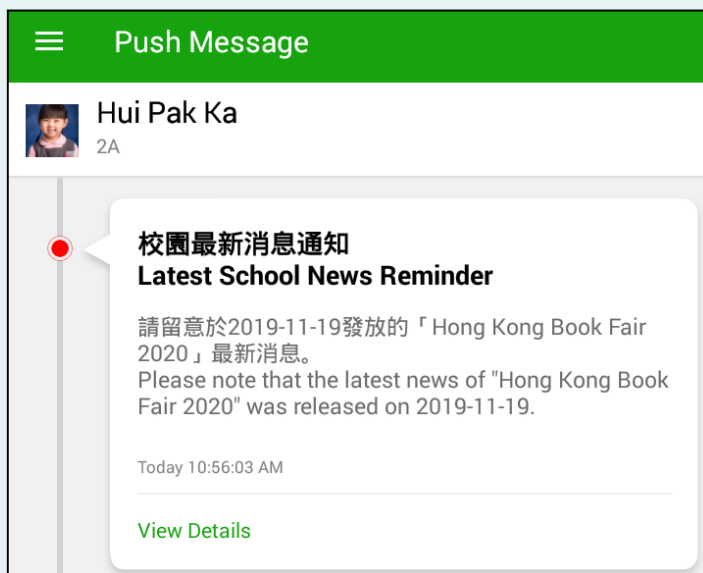
## Android

## iOS

Push  
message



Push  
message  
(Users  
may view  
back the  
read push  
message.)

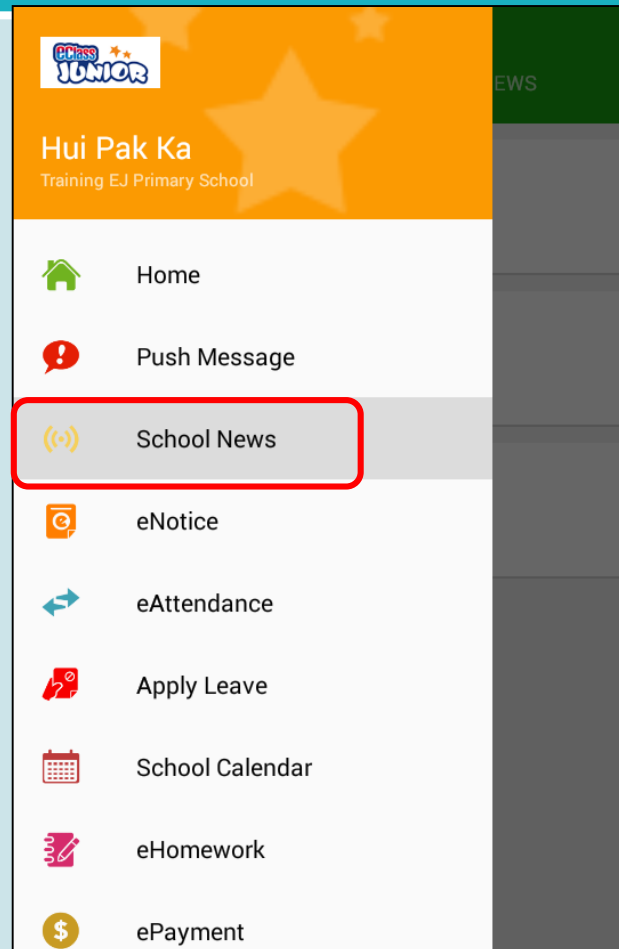




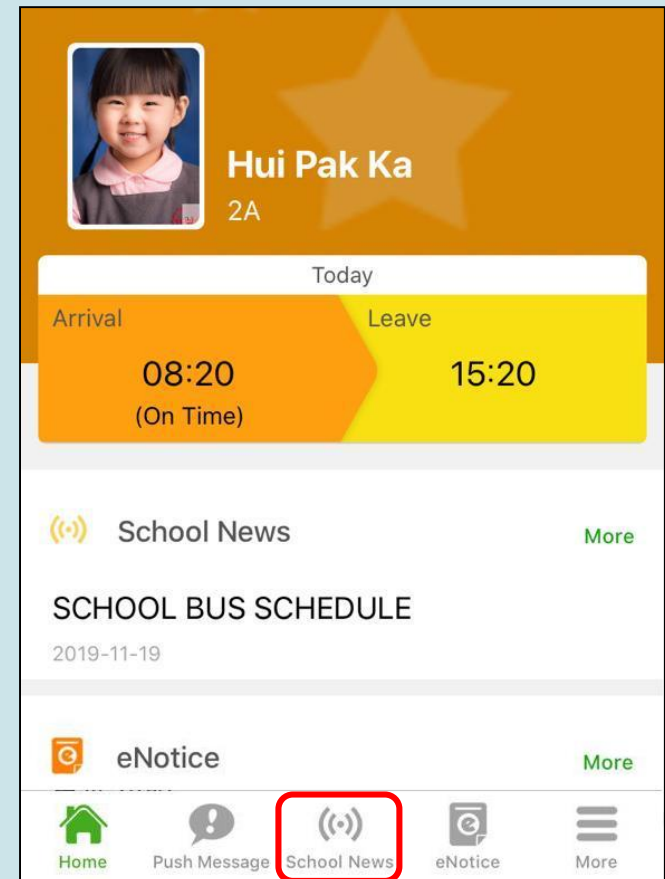
# School News



## Android



## iOS



1. Select "School News" .



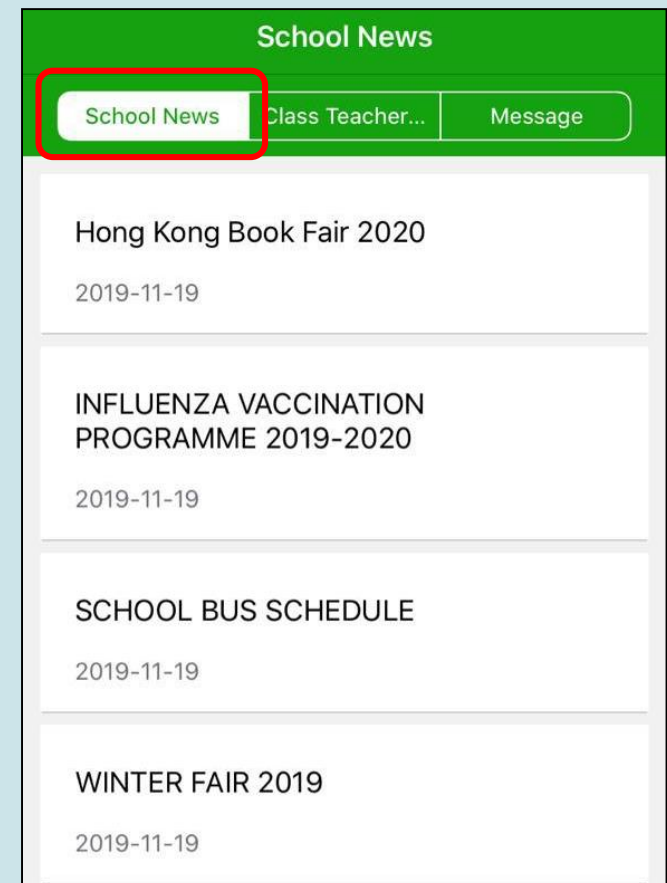
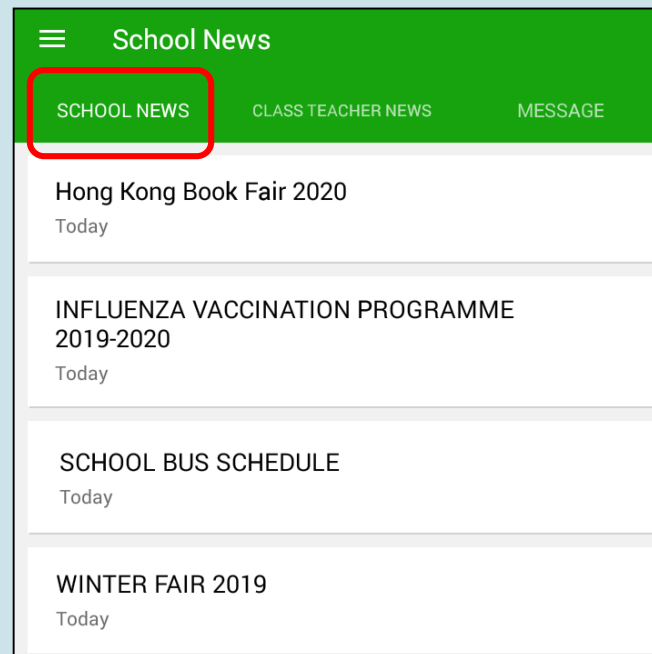
# School News



## Android

## iOS

- Parents can find out all the school news.





# School News



## Android

## iOS

3. Click a school news for details.

 School News

**Hong Kong Book Fair 2020**

 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

 School News

**Hong Kong Book Fair 2020**

 2019-10-29

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 [Hong Kong Book Fair 2020.png](#)



— Misc

**Posted By**  
System Admin

**Target Group(s)**  
Parent





# eNotice



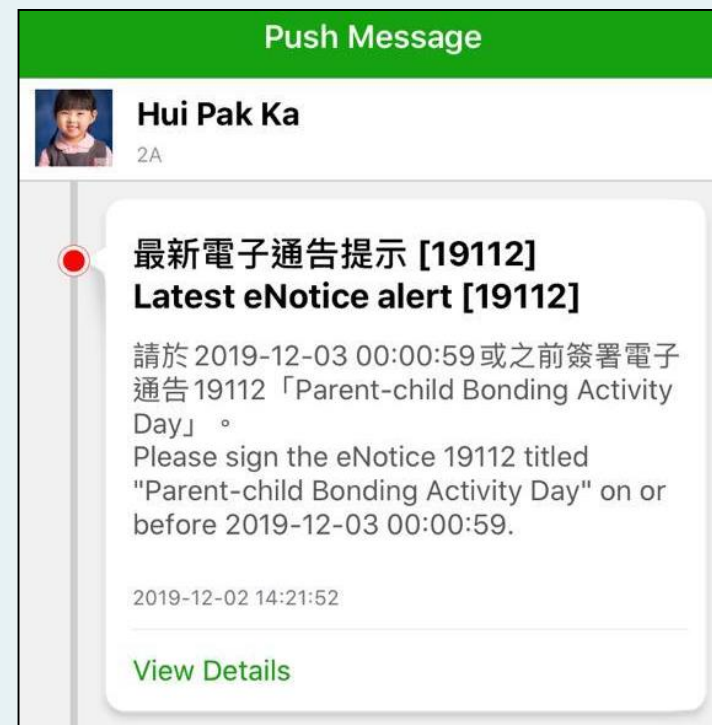
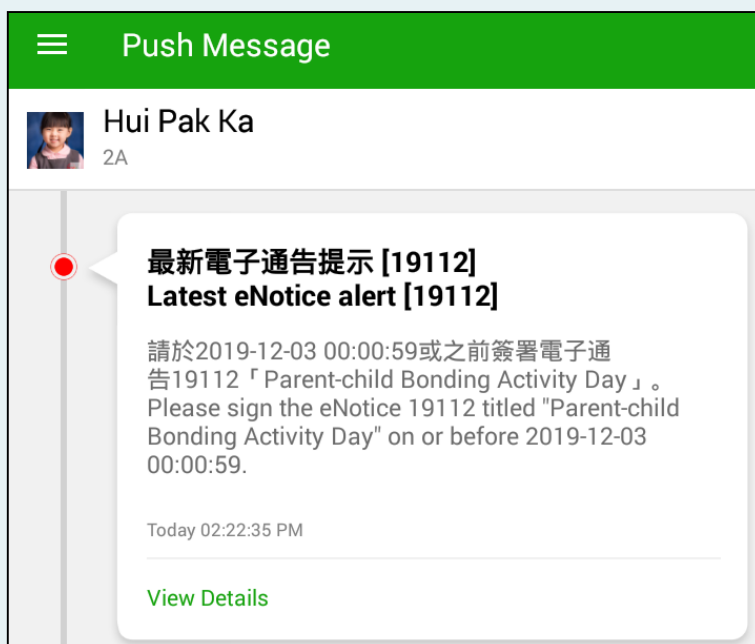
## Android

## iOS

Push  
message



Push  
message  
(Users  
may view  
back the  
read push  
message.)







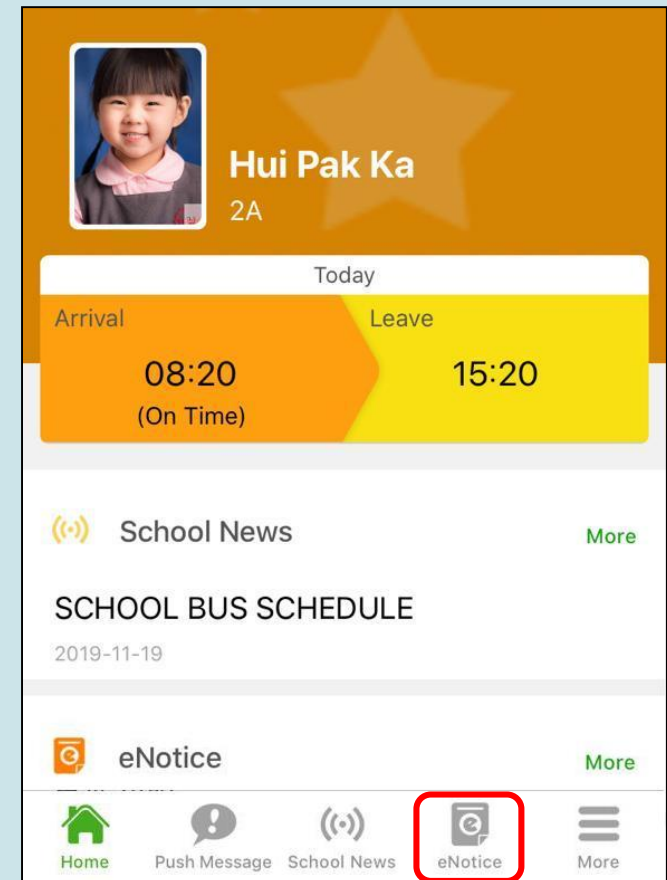
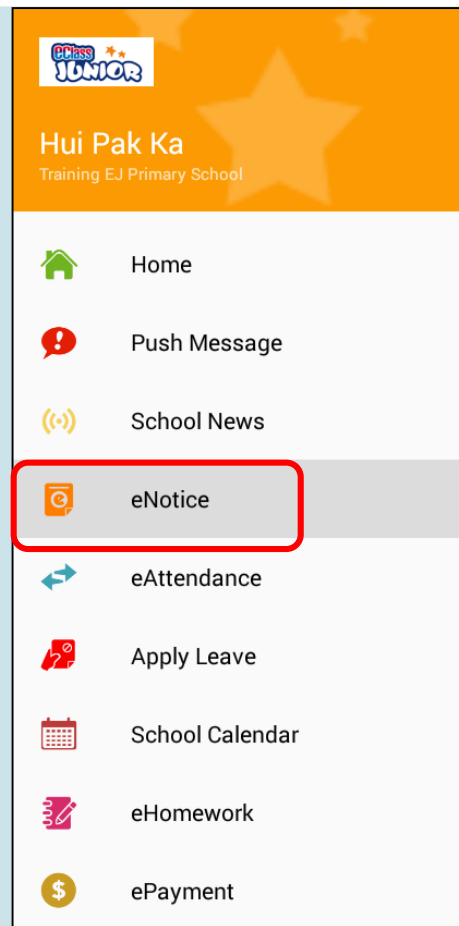
# eNotice



## Android

## iOS

1. Select "eNotice" .





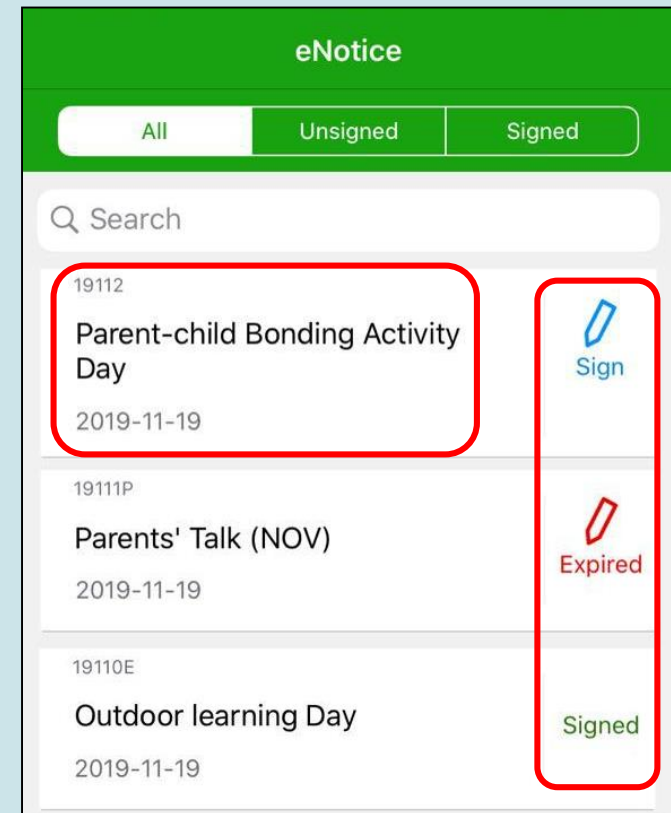
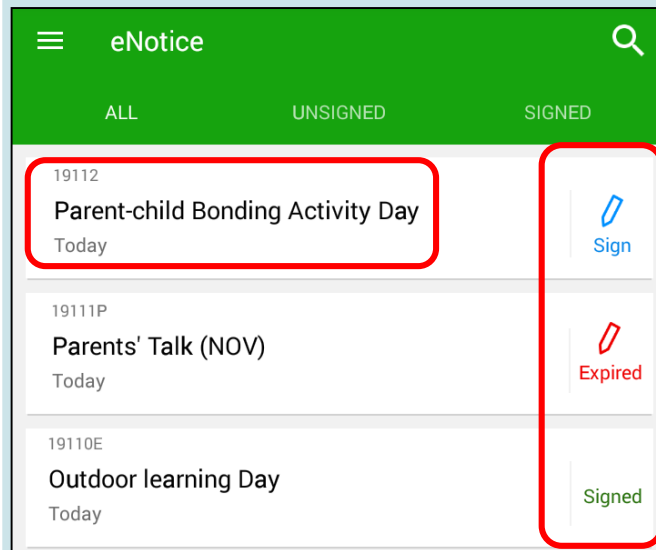
# eNotice



## Android

## iOS

2. Click into a eNotice to read or sign.





# eNotice



## Android

## iOS

### 3. Read the eNotice.

eNotice

19112

**Parent-child Bonding Activity Day** Unsigned

**Deadline:** 2019-12-03 00:00:59

**Parent-child Bonding Day Trip**

To strengthen the relationship between students, parents and the School, the PTA is hosting the "Parent-child Day Trip" in December. Details are as follows:-

Date :	1 December 2019 (Sunday)
Time :	9:15 a.m. to 4:00 p.m. (approximately)
Gathering place :	School Main Entrance
Programme :	A day camp will be held at the Holiday Camp. There will be a series of camp activities and parent- child bonding games.

Misc

eNotice

19112

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Gathering place :	School Main Entrance
Programme :	A day camp will be held at the Holiday Camp. There will be a series of camp activities and parent- child bonding games.

Home Push Message School News eNotice More



# eNotice



## Android

## iOS

4. Sign the eNotice.

The Android app interface shows a green header with a back arrow and 'eNotice'. Below is a 'Reply Slip' section with a green title. It contains a text field for a declaration, two radio button options for family participation, a text field for the number of participants, and a 'Sign' button. A red box highlights the two radio button options.

← eNotice

Reply Slip

\*I 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.

\*Total no. of participants:

Please fill in the above reply slip and click Sign button to sign this notice.

Password

Sign

The iOS app interface shows a green header with a back arrow and 'eNotice'. Below is a 'Reply Slip' section with a green title. It contains a text field for a declaration, two radio button options for family participation, a text field for the number of participants, and a 'Sign' button. A red box highlights the two radio button options.

← eNotice

Reply Slip

\*I 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.

\*Total no. of participants:

4

\* Please fill in the above reply slip and click Sign button to sign this notice.

Password

Sign

Home Push Message School News eNotice More



# eNotice



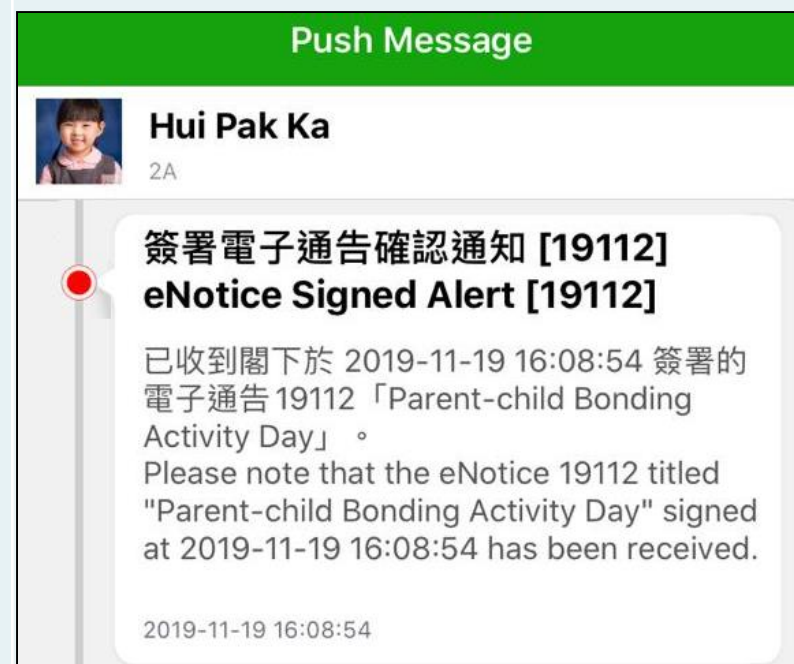
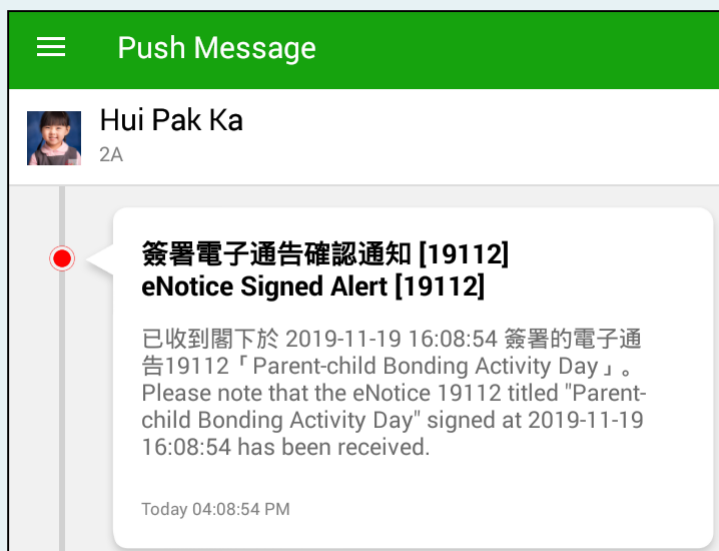
## Android

## iOS

Push  
message



Push  
message  
(Users  
may view  
back the  
read push  
message.)





# eNotice



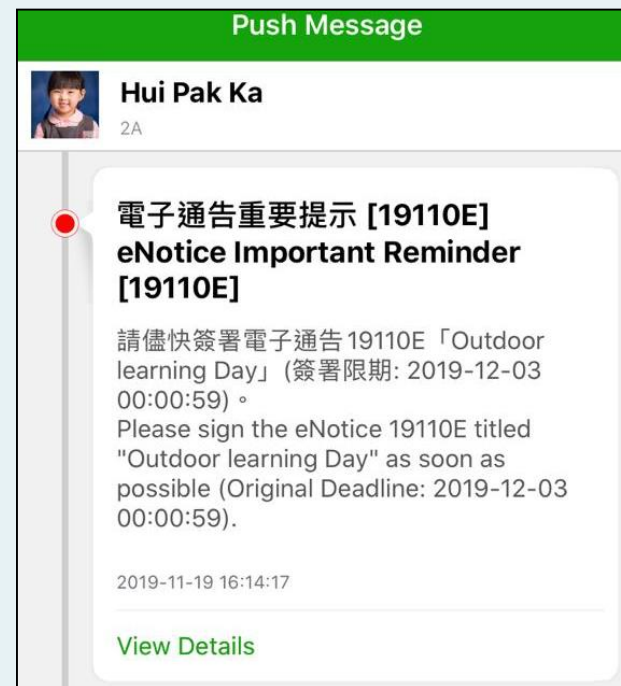
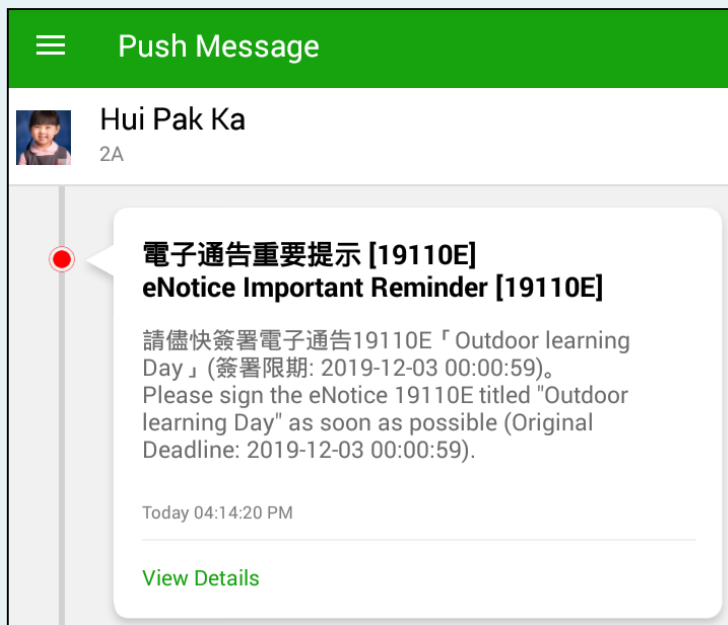
## Android

## iOS

Push message



Push message (Users may view back the read push message.)





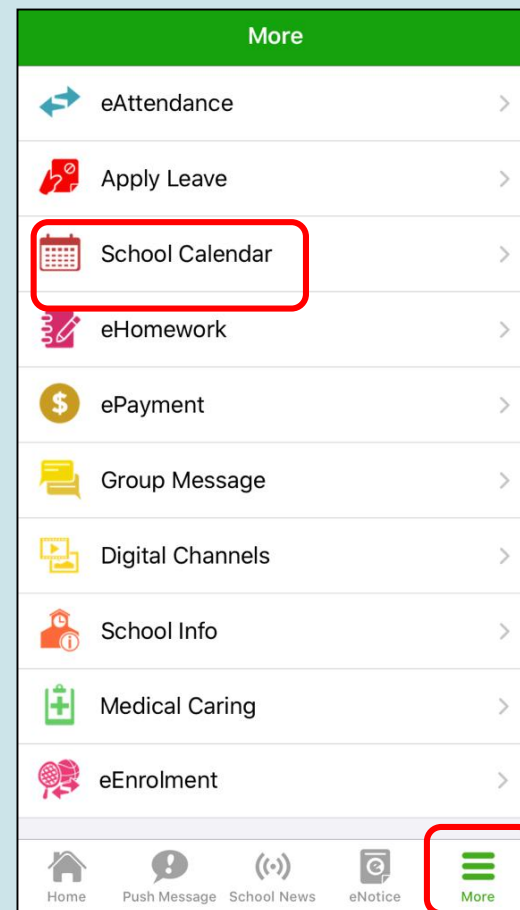
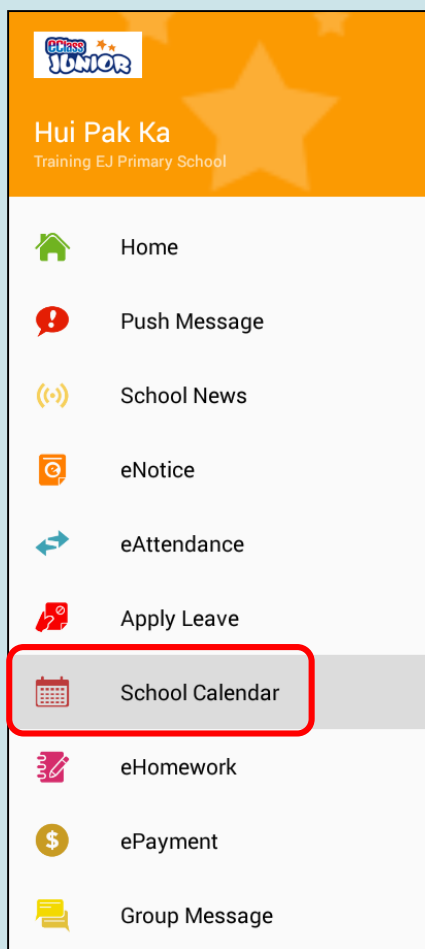
# School Calendar



## Android

## iOS

1. Select "School Calendar"





# School Calendar



## Android

## iOS

2. Users may view the events and holidays.

School Calendar						
2019/10		2019/11			2019/12	
Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
1	2	3	4	5	6	7
1	English Speaking Day					>
8	English Speaking Day					>

School Calendar						
November 2019						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
1	English Speaking Day					>
8	English Speaking Day					>
Home	Push Message	School News	eNotice	More		





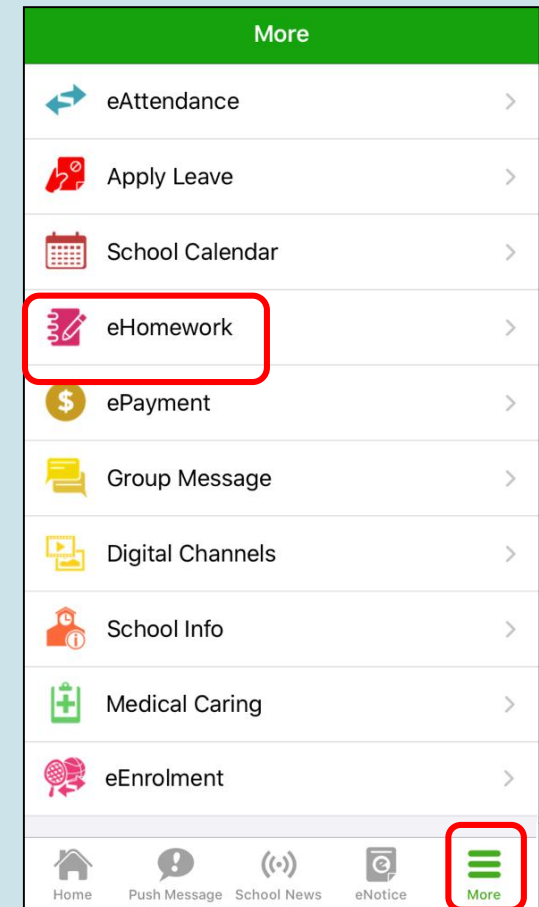
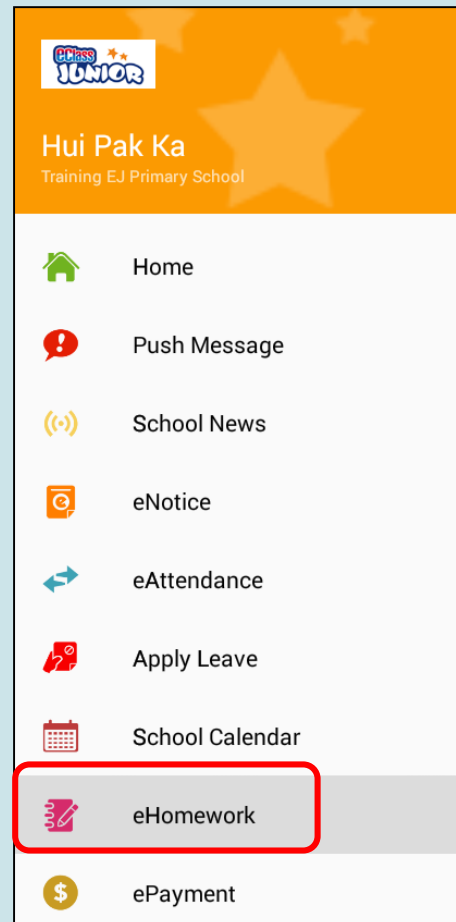
# eHomework



## Android

## iOS

1. Select  
"eHomework" .





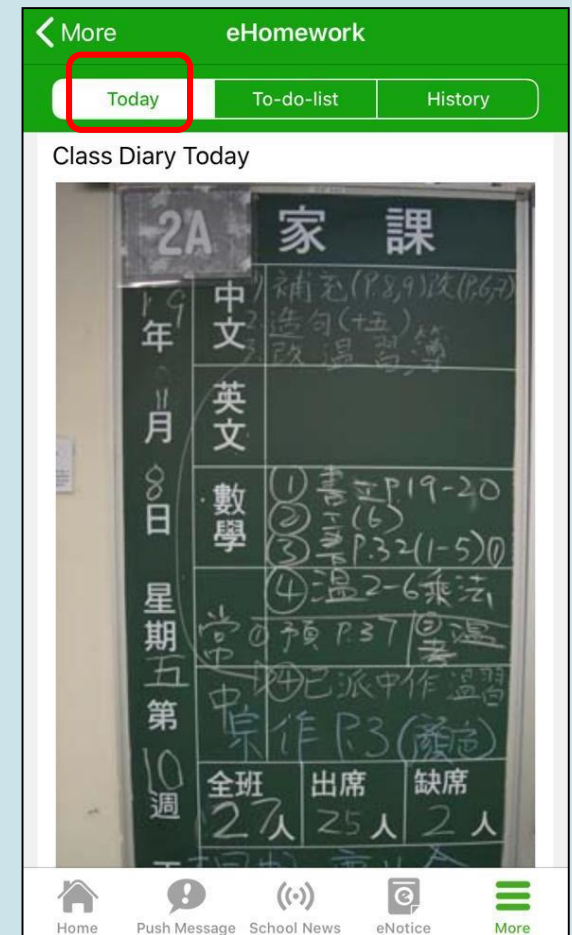
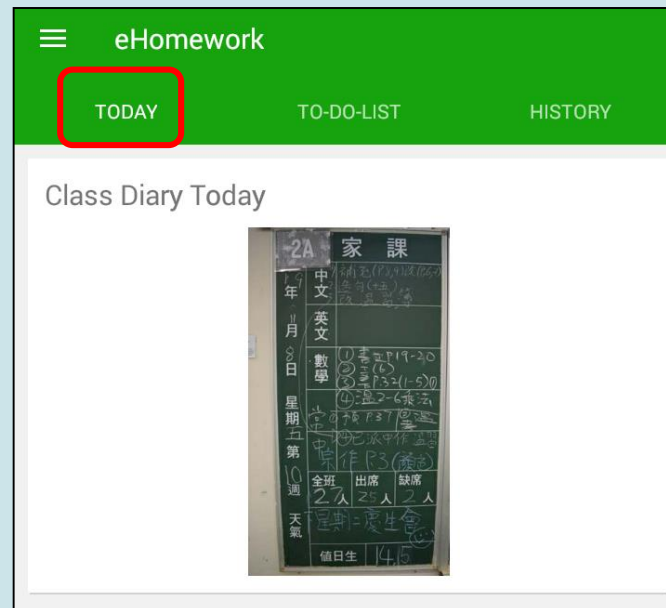
# eHomework



## Android

## iOS

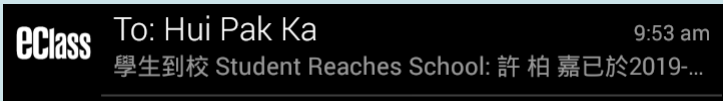

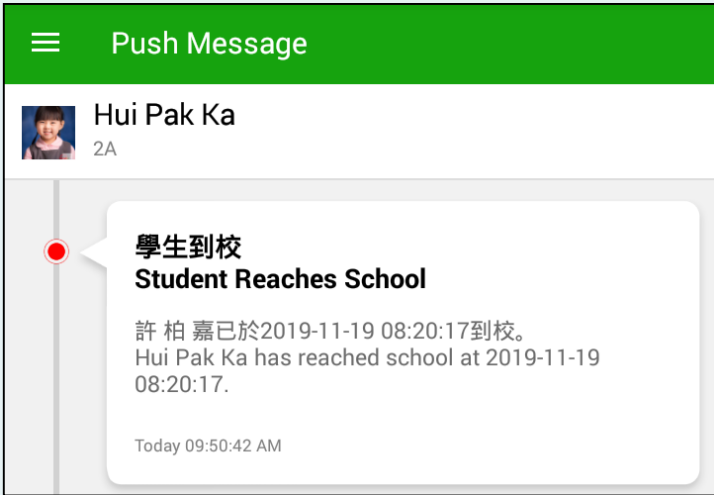
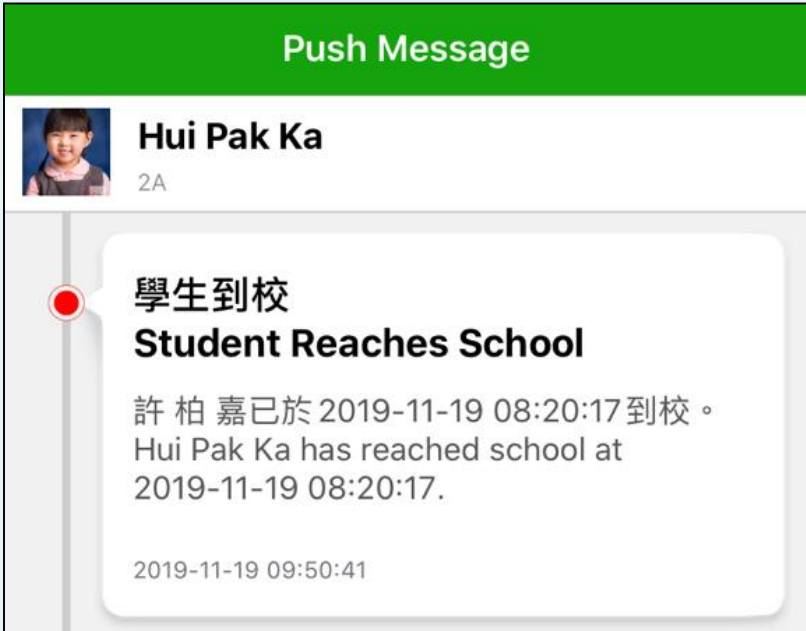
### 2. View homework.





# eAttendance



	Android	iOS
Push message	 <p>The notification shows the eClass logo, the recipient 'To: Hui Pak Ka', the time '9:53 am', and the message '學生到校 Student Reaches School: 許柏嘉已於2019-11-19 08:20:17到校。'.</p>	 <p>The notification shows the eClass Parent app icon, the text 'ECLASS PARENT', the time 'now', and the message '學生到校 Student Reaches School 許柏嘉已於2019-11-19 08:20:17到校。 Hui Pak Ka has reached school at 2019-11-19 08:20:17.'.</p>
Push message (Users may view back the read push message.)	 <p>The app interface shows a green header 'Push Message'. Below it is a user profile for 'Hui Pak Ka' (2A). A message bubble contains the text: '學生到校 Student Reaches School 許柏嘉已於2019-11-19 08:20:17到校。 Hui Pak Ka has reached school at 2019-11-19 08:20:17. Today 09:50:42 AM'.</p>	 <p>The app interface shows a green header 'Push Message'. Below it is a user profile for 'Hui Pak Ka' (2A). A message bubble contains the text: '學生到校 Student Reaches School 許柏嘉已於2019-11-19 08:20:17到校。 Hui Pak Ka has reached school at 2019-11-19 08:20:17. 2019-11-19 09:50:41'.</p>



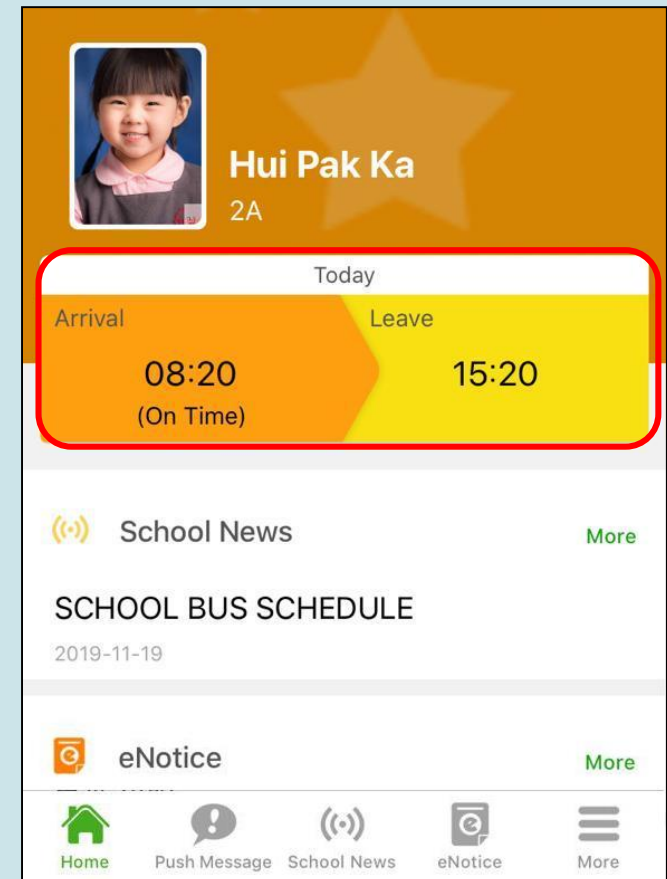
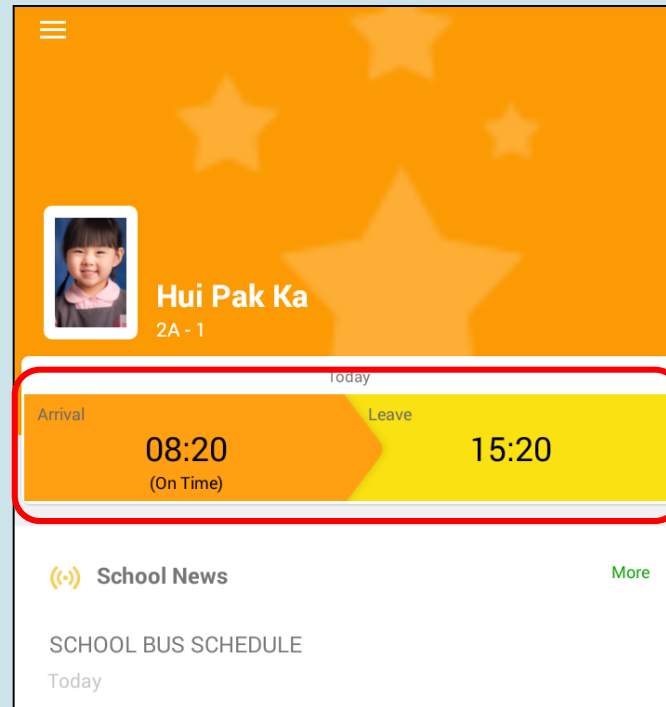
# eAttendance



## Android

## iOS

1. Attendance record will be shown on the front page.





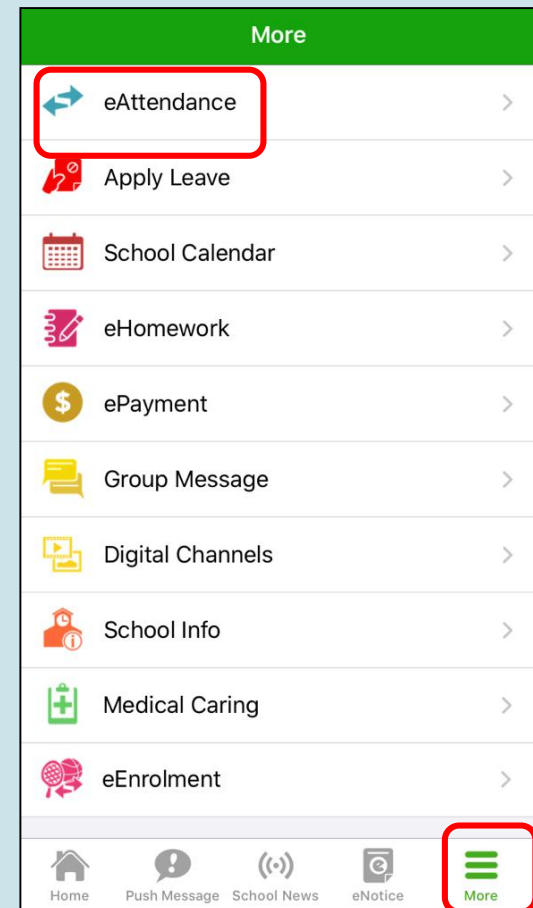
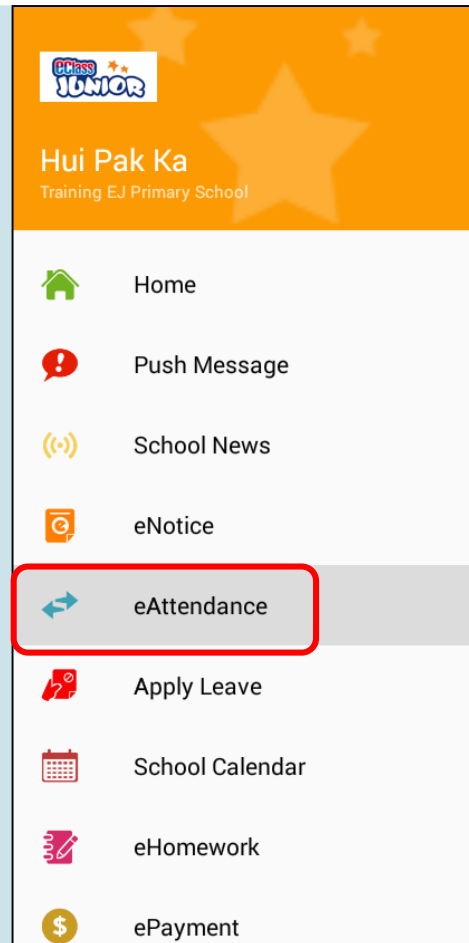
# eAttendance



## Android

## iOS

2. Select "eAttendance" .





# eAttendance



## Android

## iOS

3. Attendance details will be shown.

eAttendance			
10/2019		11/2019	
Total School Days: 5		Late 1	Outing 0
		Early Leave 1	Absent 1
Date	In-out Time	Status	Late
20	AM 08:23:41 PM 15:13:24		
19	AM 08:20:17 PM 15:20:04		
18	AM 08:30:24 PM 16:00:12		6 min(s)
15	AM 08:10:36 PM 14:02:11		
12	AM Sick leave PM Sick leave		

eAttendance			
11/2019		Today	
School Days 5		Late 1	Outing 0
		Early Leave 1	Absent 1
Date	In-out Time	Status	Late
20	AM 08:23:41 PM 15:13:24		
19	AM 08:20:17 PM 15:20:04		
18	AM 08:30:24 PM 16:00:12		6 min(s)
15	AM 08:10:36 PM 14:02:11		
12	AM Sick leave PM Sick leave		



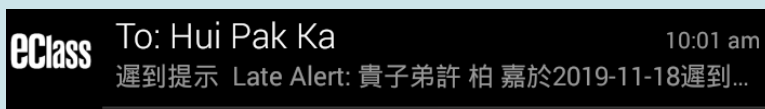
# eAttendance



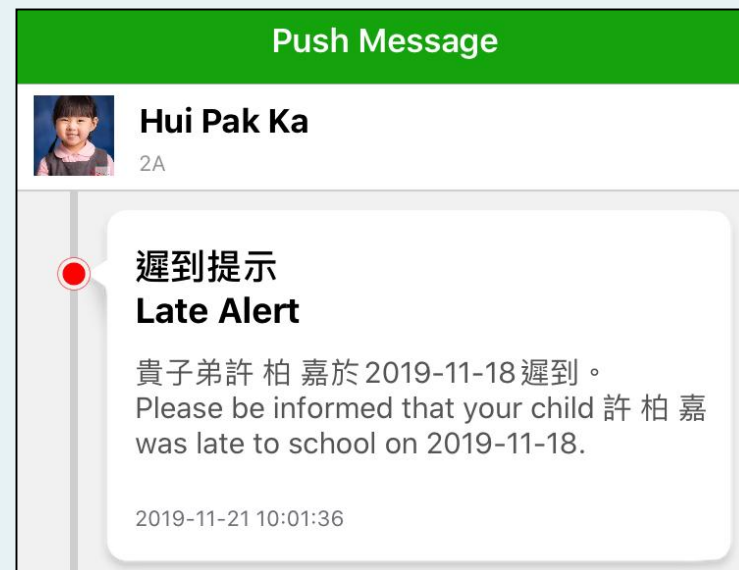
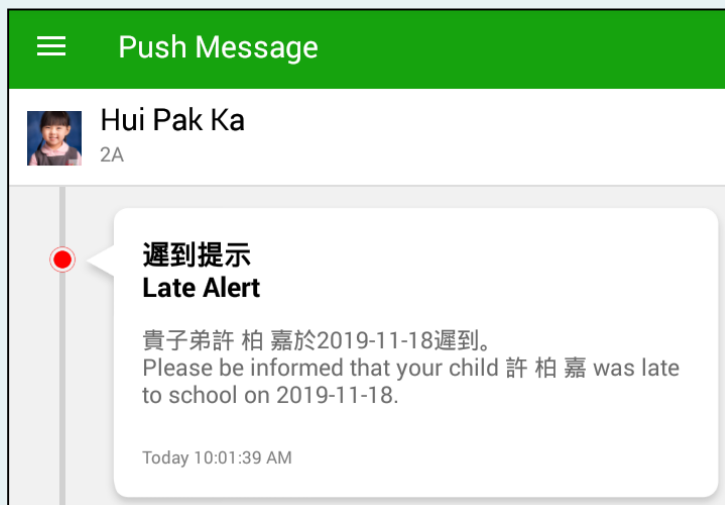
## Android

## iOS

### Push Message



### Push message (Users may view back the read push message.)





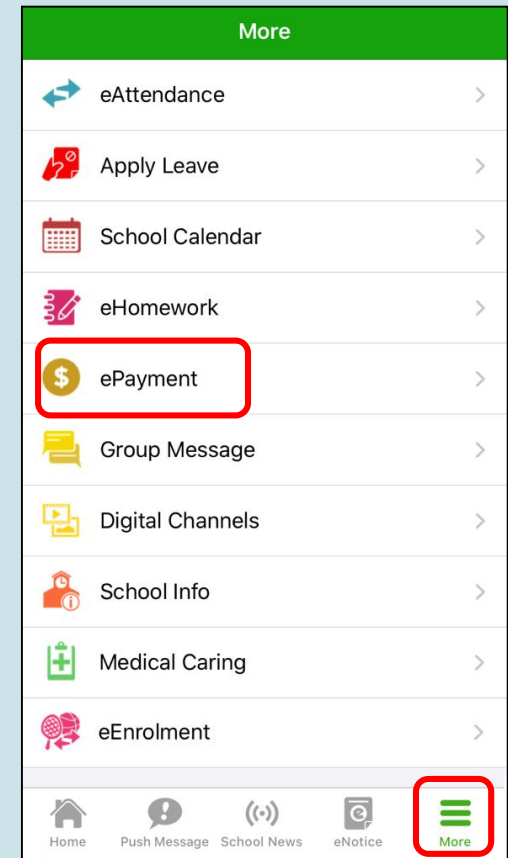
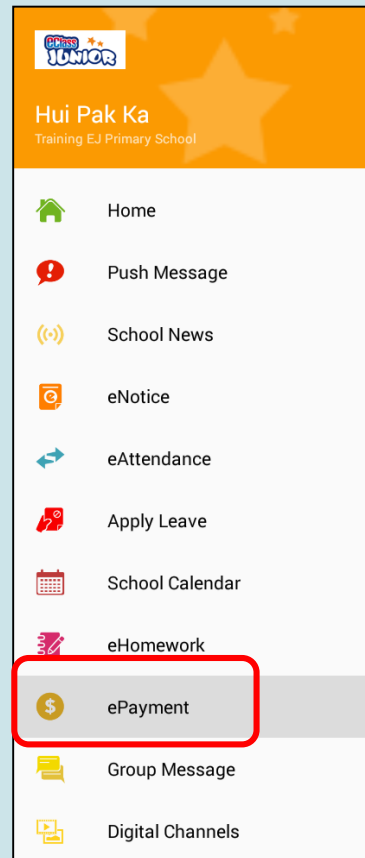
# ePayment



## Android

## iOS

1. Select  
"ePayment" .







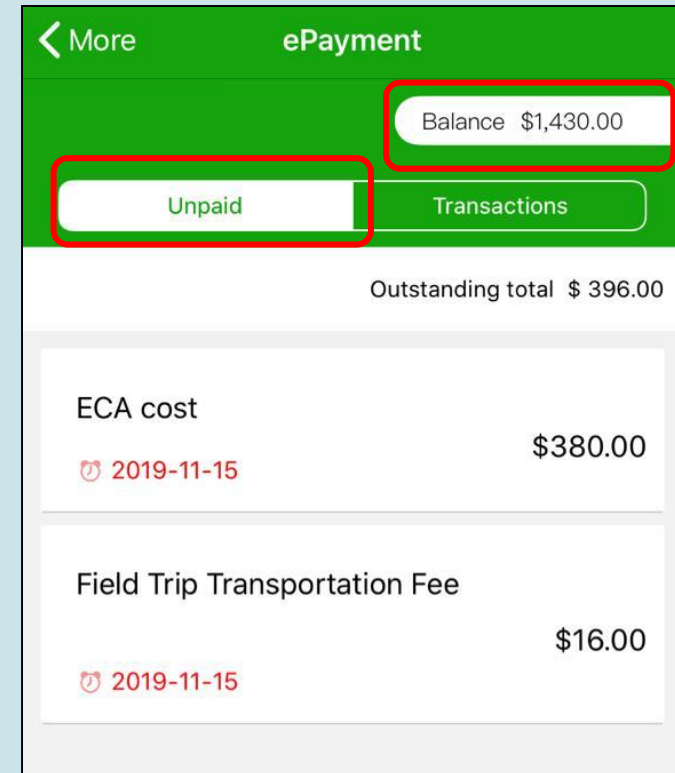
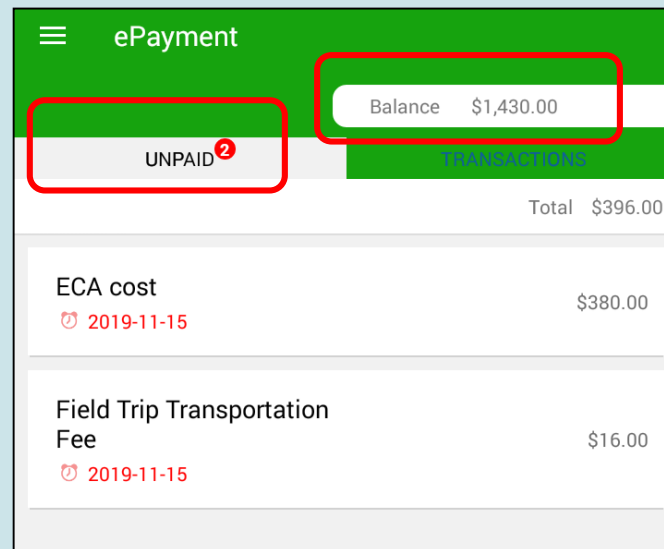
# ePayment



## Android

## iOS

2. Users may view the balance and unpaid items.





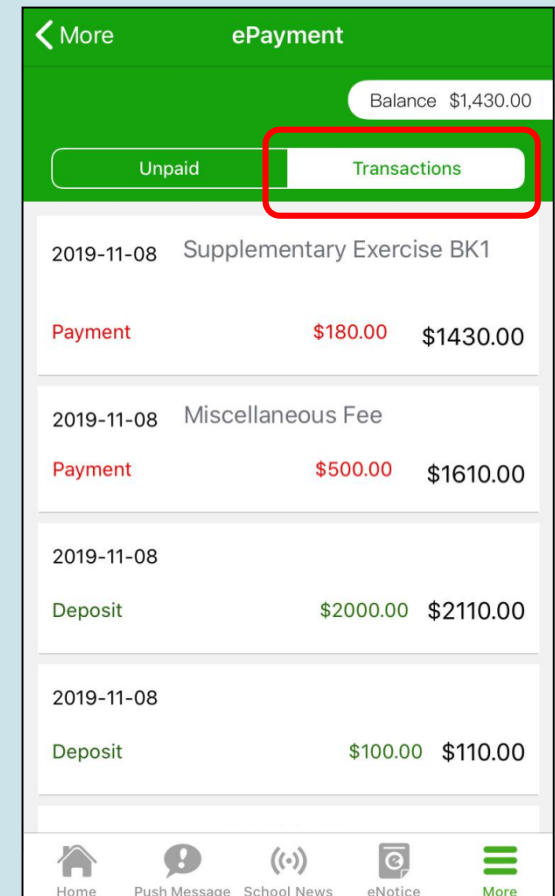
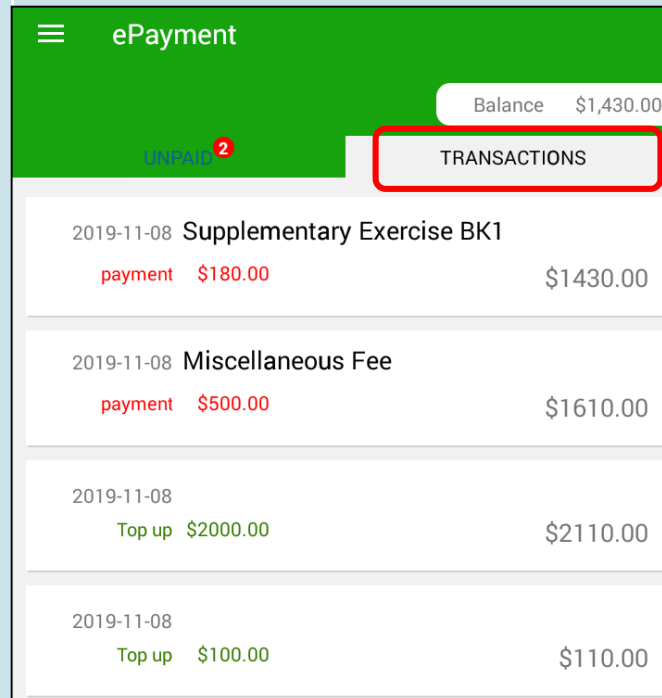
# ePayment



## Android

## iOS

3. All the transactions will be listed.





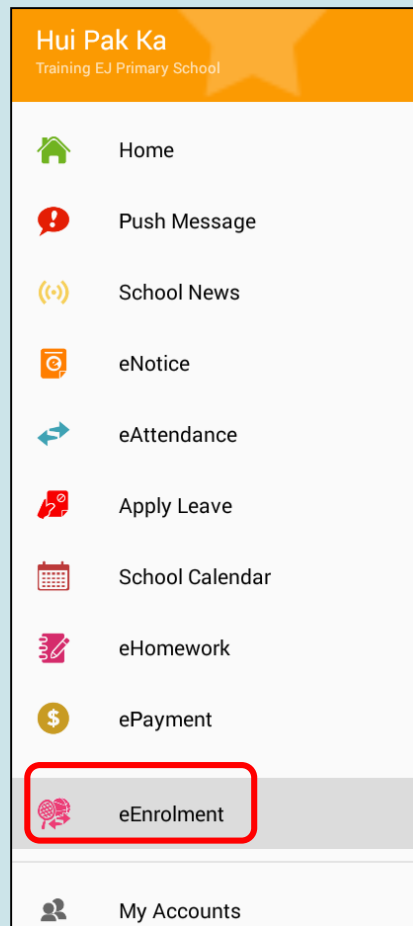
# eEnrolment



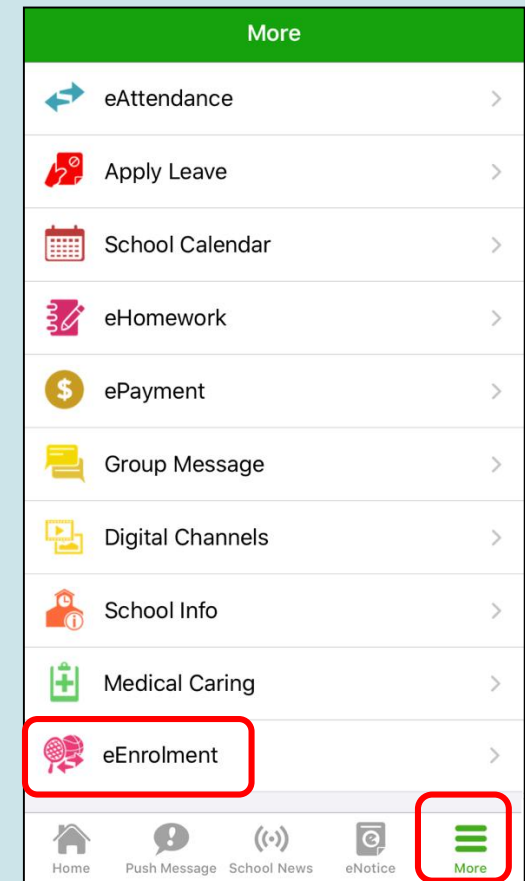
## A. Club Enrolment

1. Select  
"eEnrolment" .

### Android



### iOS





# eEnrolment



## Android

## iOS

2. Click "View Application Instructions and Apply Now" to apply.



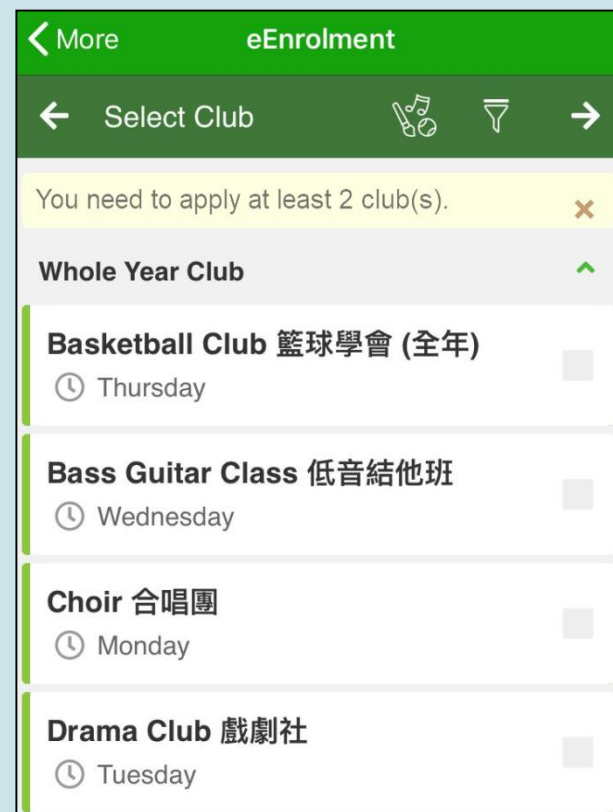
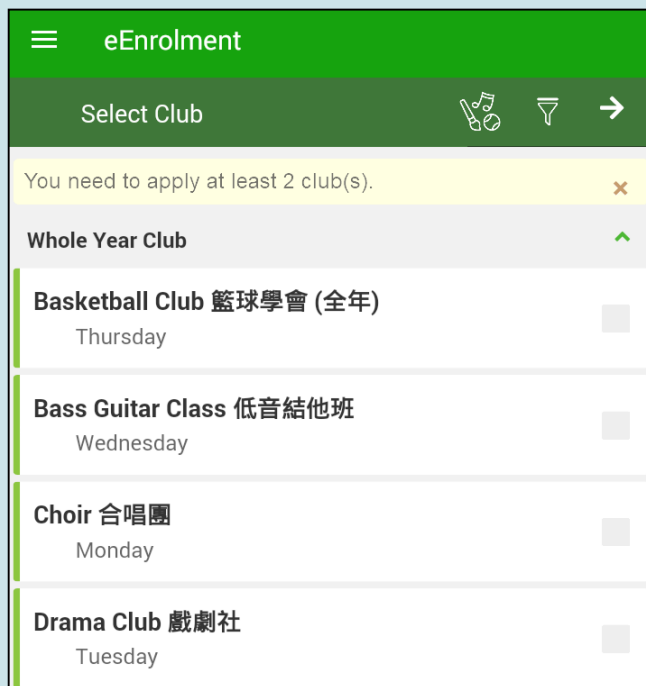
# eEnrolment



## Android

## iOS

3. View the clubs.





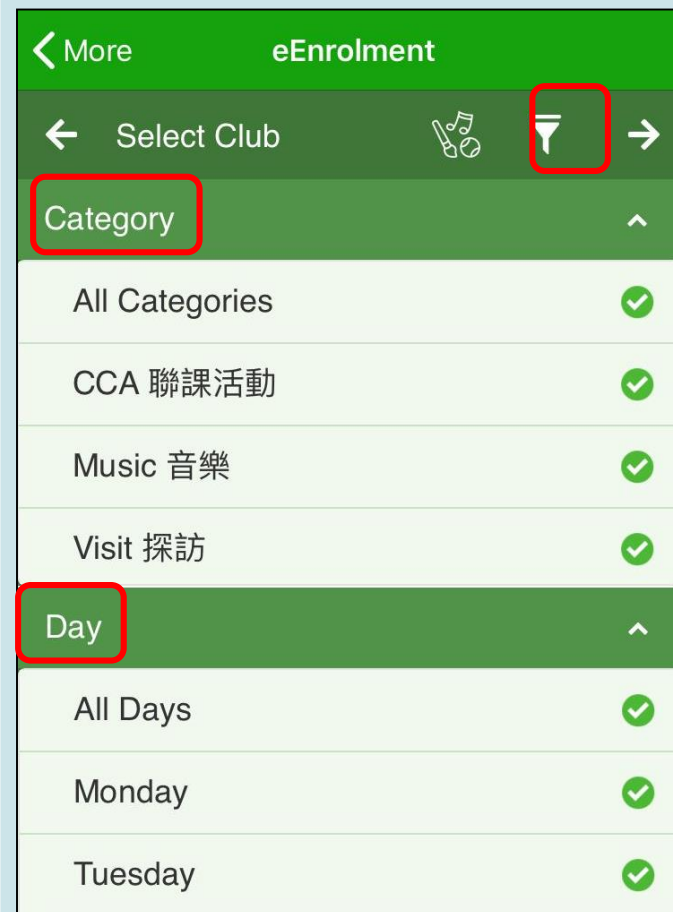
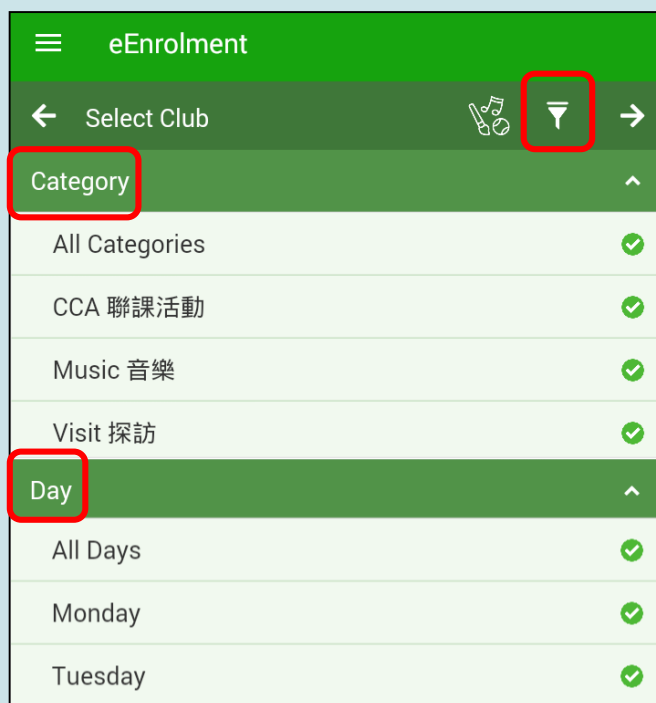
# eEnrolment



## Android

## iOS

4. Click  to filter clubs based on "Category" and "Day".





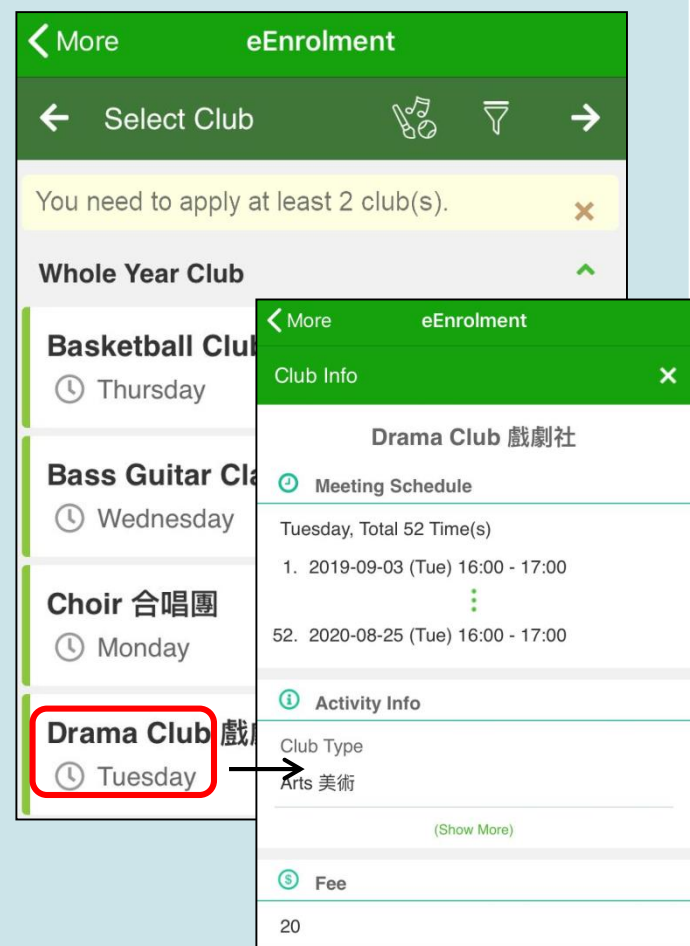
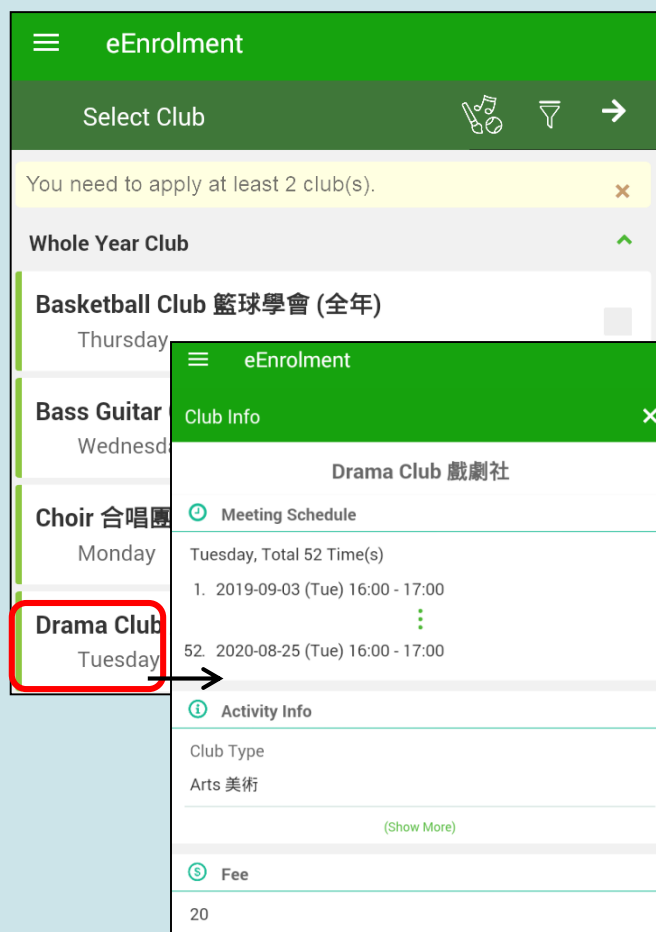
# eEnrolment



## Android

## iOS

- Click the name of the club to view the details.





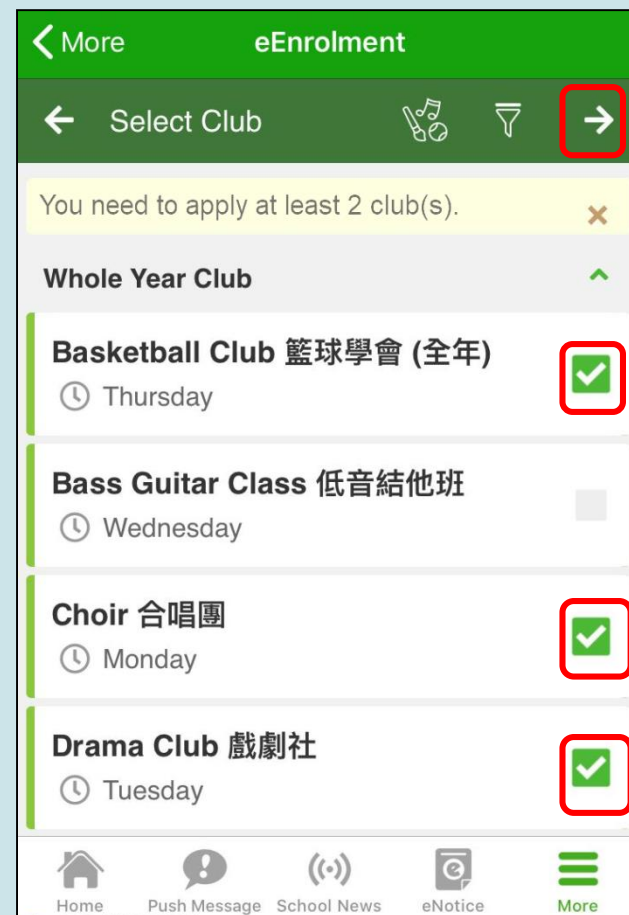
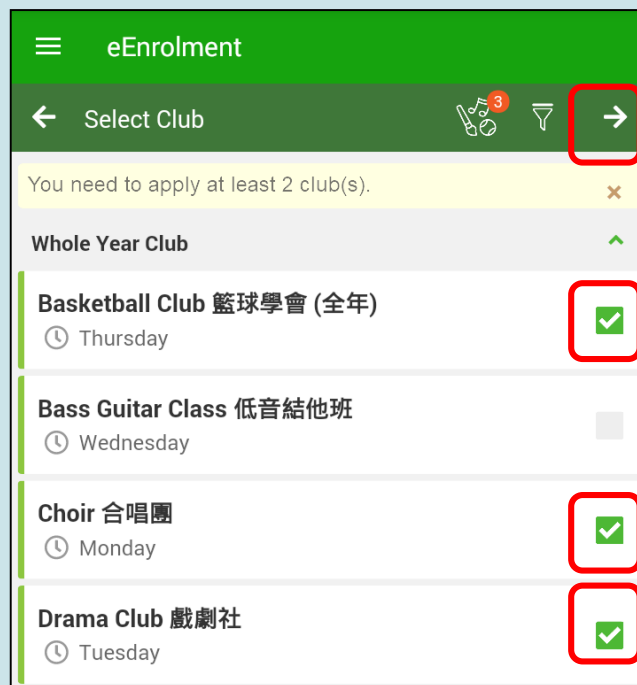
# eEnrolment



## Android

## iOS

6. Click  after club selection










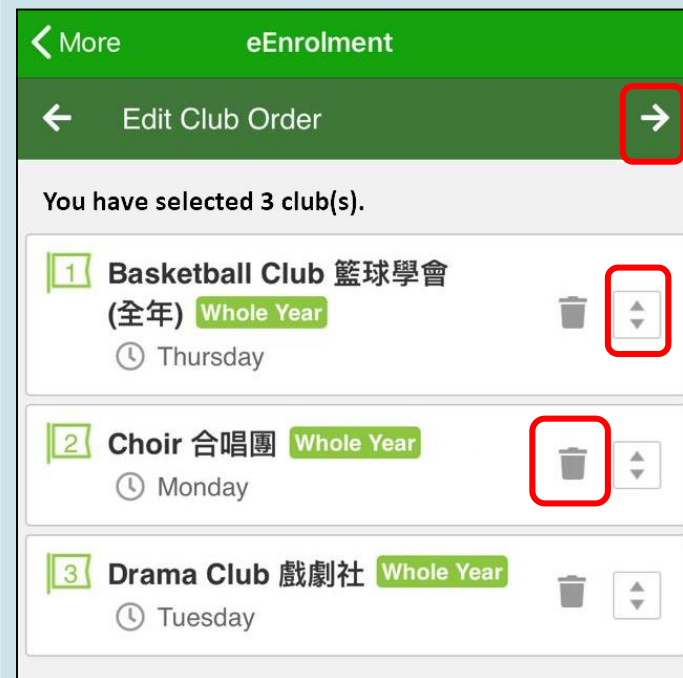
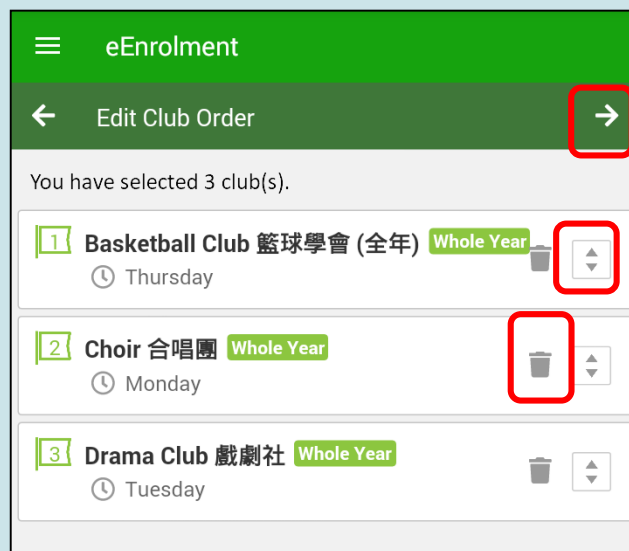
# eEnrolment



## Android

## iOS

7. Click  to edit the order of the selected clubs. Click  to remove the club from the list. Click  to proceed to the next step.






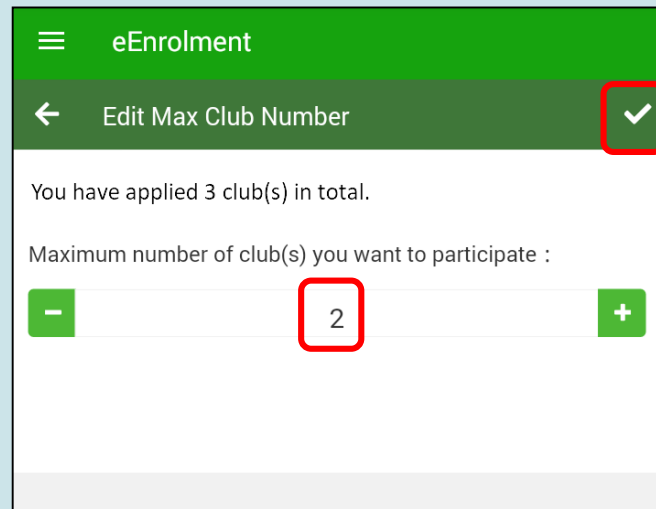
# eEnrolment




## Android

## iOS

8. Enter the maximum of club(s) you want to participate.
9. Click  to confirm.





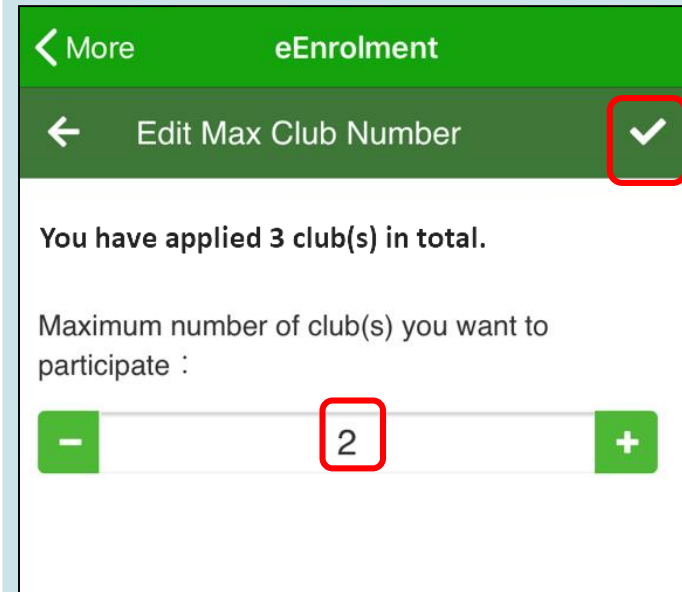
eEnrolment

← Edit Max Club Number 


You have applied 3 club(s) in total.

Maximum number of club(s) you want to participate :





< More eEnrolment

← Edit Max Club Number 

**You have applied 3 club(s) in total.**

Maximum number of club(s) you want to participate :



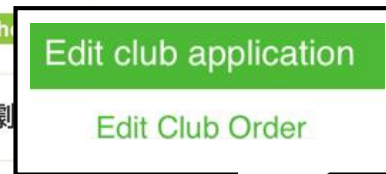
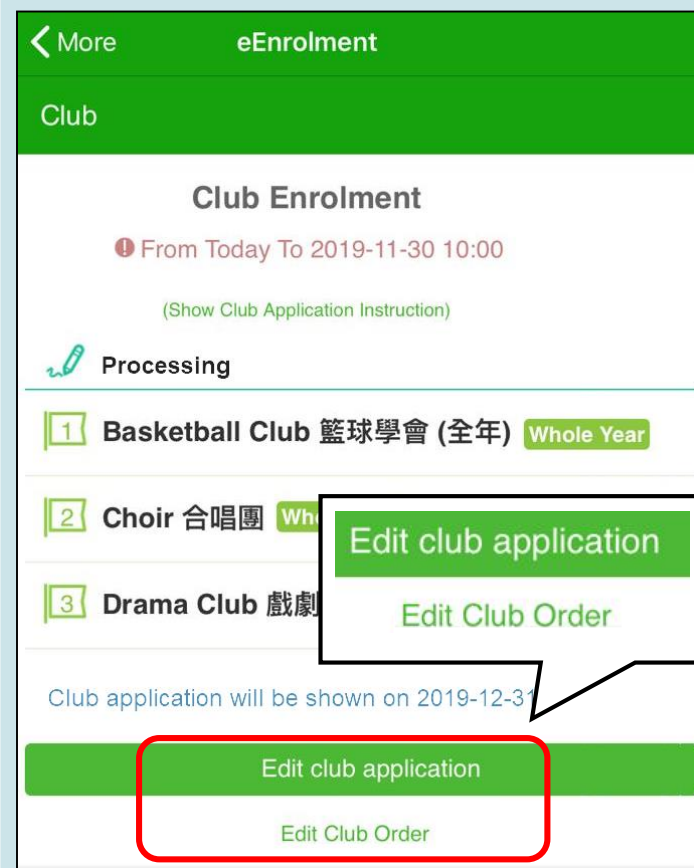
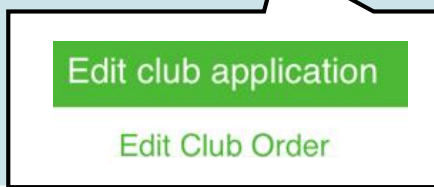
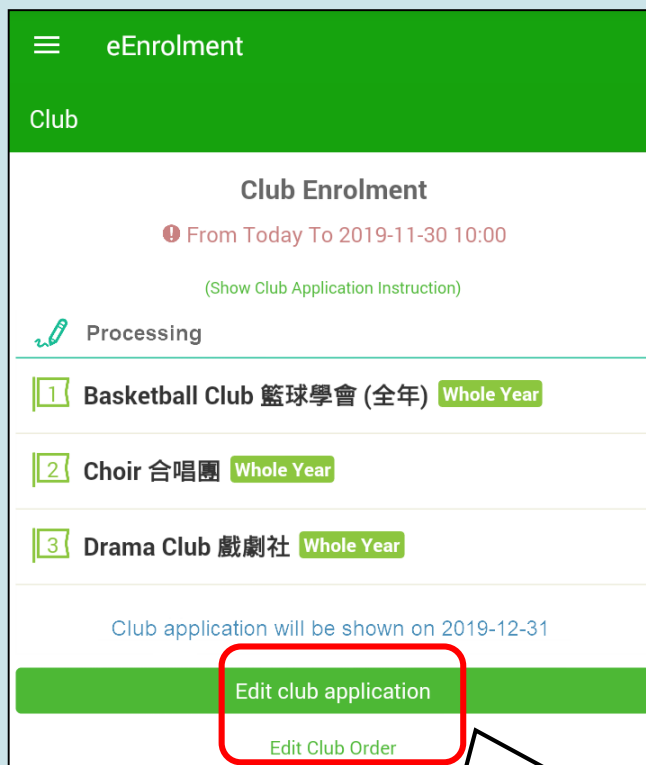
# eEnrolment



## Android

## iOS

10. The chosen clubs can be modified within the application period.

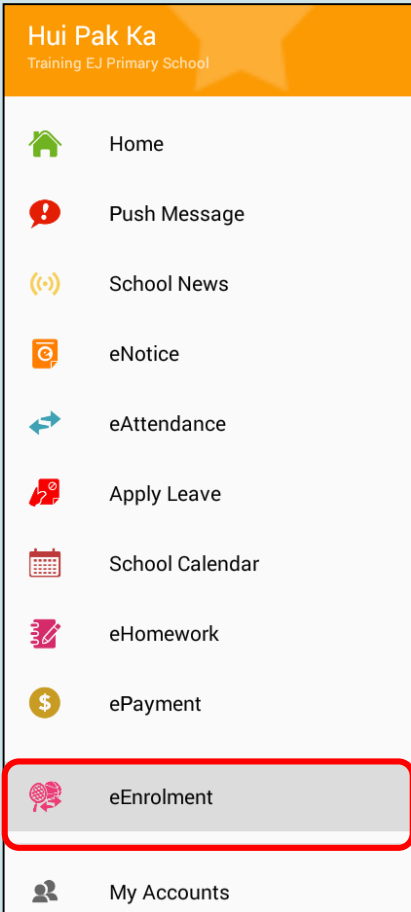
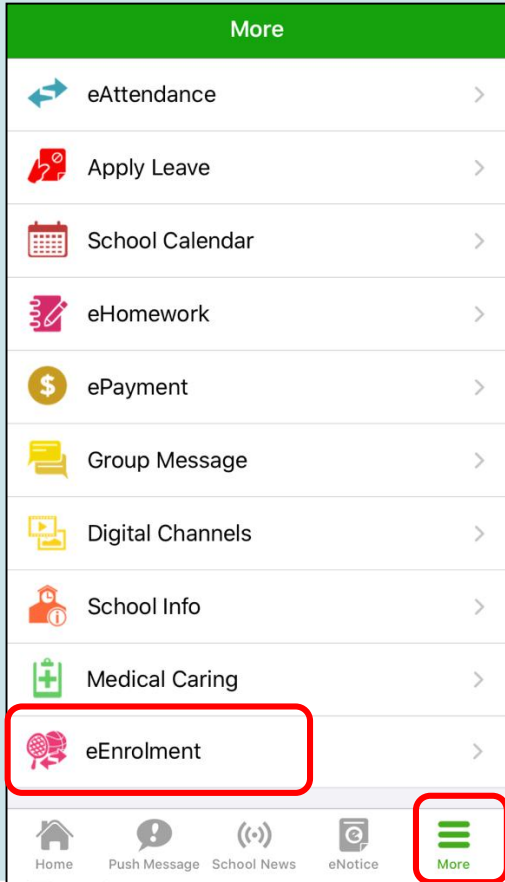




# eEnrolment



## B. Check application results and club info

	Android	iOS
1. Select "eEnrolment" .		



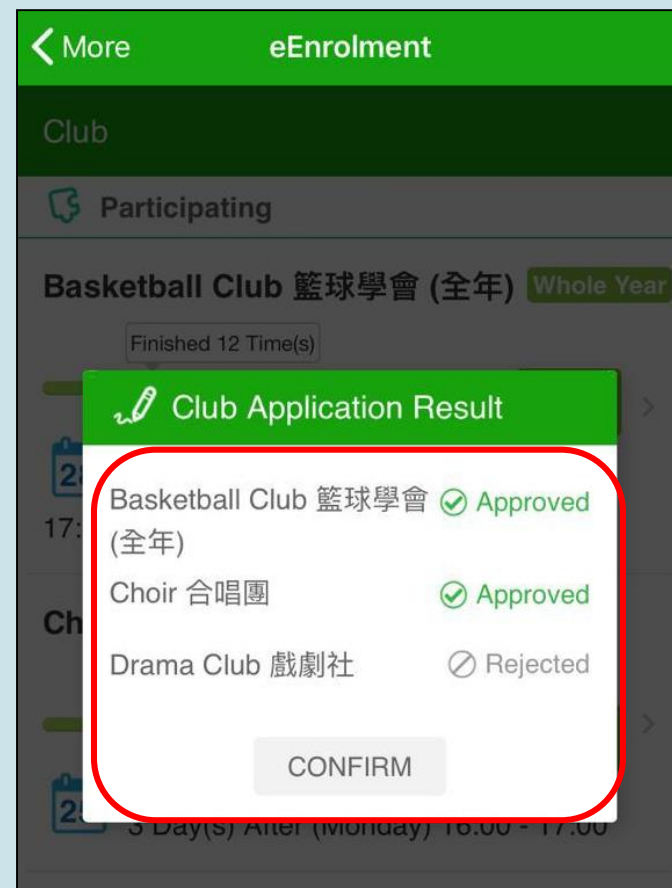
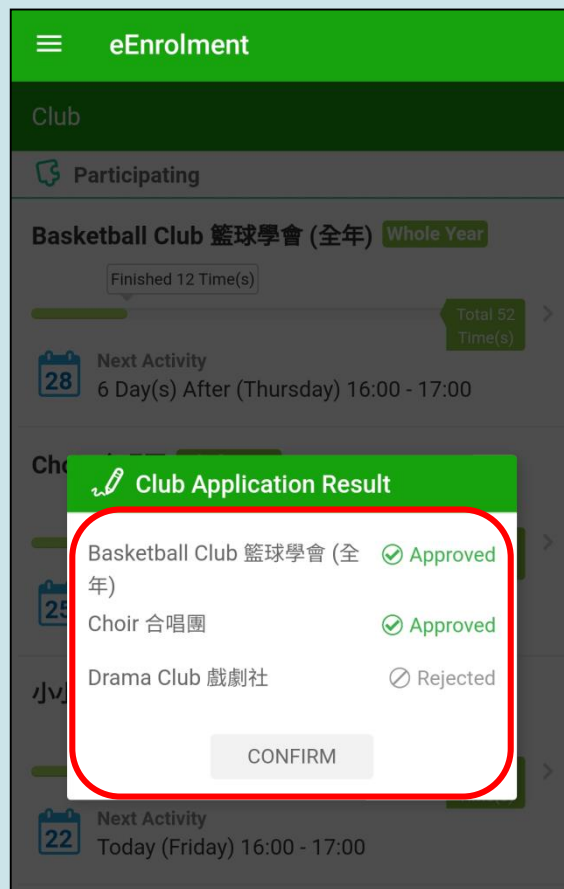
# eEnrolment



## Android

## iOS

2. Users can check the result.
3. Click "CONFIRM".





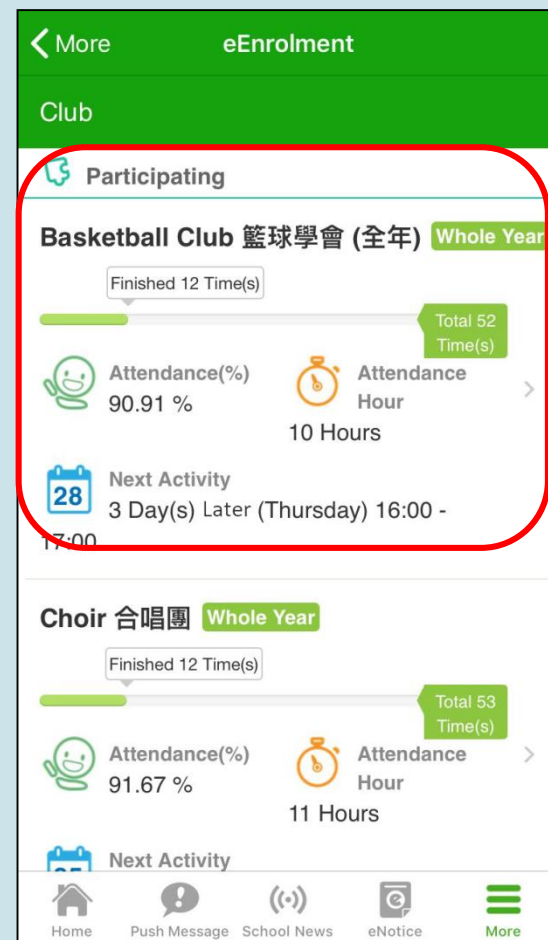
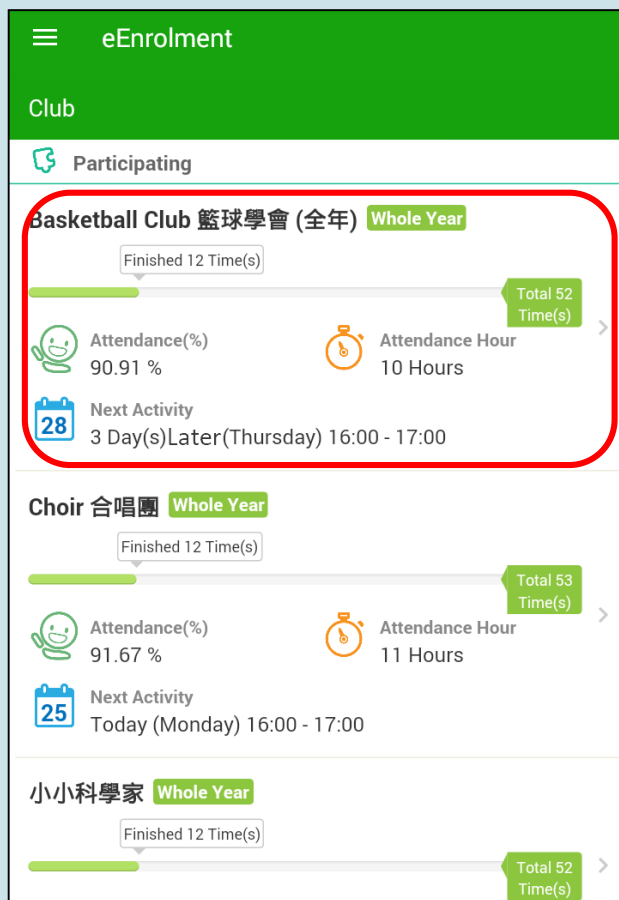
# eEnrolment



## Android

## iOS

4. Users may view all the clubs that the student is “participating” .





# eEnrolment



## Android

## iOS

- Click the club to check the time of the activities and other details.

**eEnrolment**

**Club Info**

**Basketball Club 籃球學會 (全年)**

Next Activity : 3 Day(s) Later (Thursday) 2019-11-28 16:00 - 17:00

Finished 12 Times

Total 52 Time(s)

Next Activity : 3 Day(s) Later (Thursday) 2019-11-28 16:00 - 17:00

**Attendance(%)** (As of 2019-11-25) **Details**

Attendance(%) 90 %

10 Time(s) ✓ On time  
1 Time(s) ○ Absent  
Attendance Hour : 10 Hours

**Performance and Teacher's Comment**

Performance

Teacher's Comment

**Activity Info**

Club Type

**eEnrolment**

**Club Info**

**Basketball Club 籃球學會 (全年)**

Next Activity : 3 Day(s) Later (Thursday) 2019-11-28 16:00 - 17:00

Finished 12 Times

Total 52 Time(s)

Next Activity : 3 Day(s) Later (Thursday) 2019-11-28 16:00 - 17:00

**Attendance(%)** (As of 2019-11-25) **Details**

Attendance(%) 90 %

10 Time(s) ✓ On time  
1 Time(s) ○ Absent  
Attendance Hour : 10 Hours

**Performance and Teacher's Comment**

Performance

Teacher's Comment

**Activity Info**

Club Type



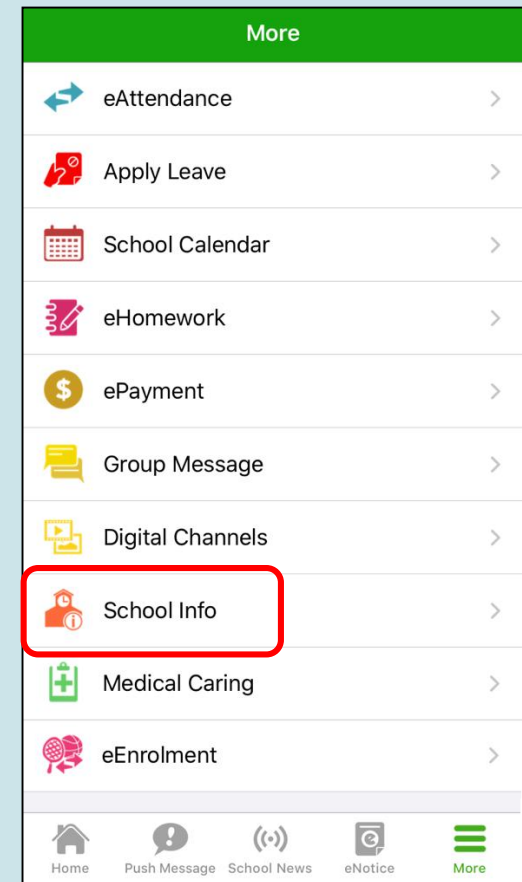
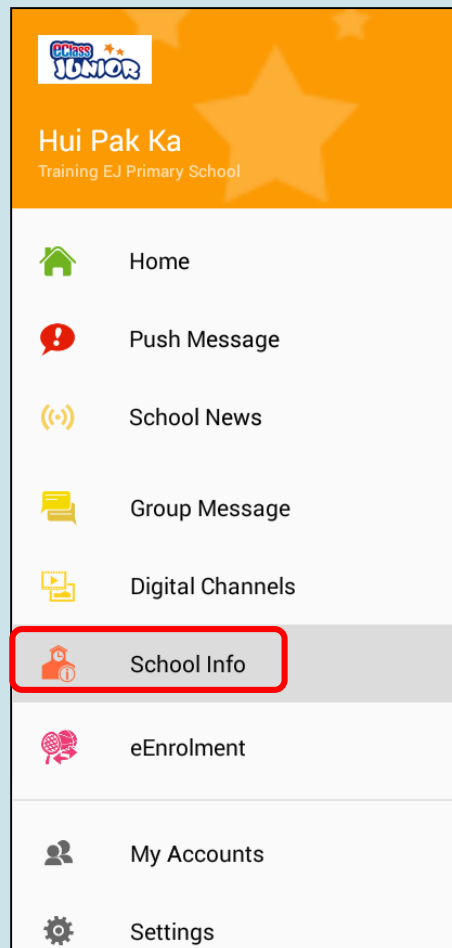
# School Info



## Android

## iOS

1. Select "School Info" .







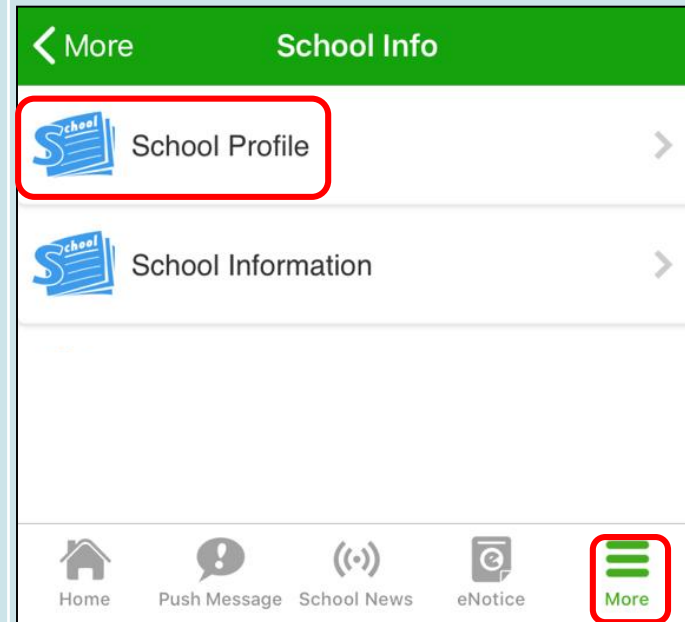
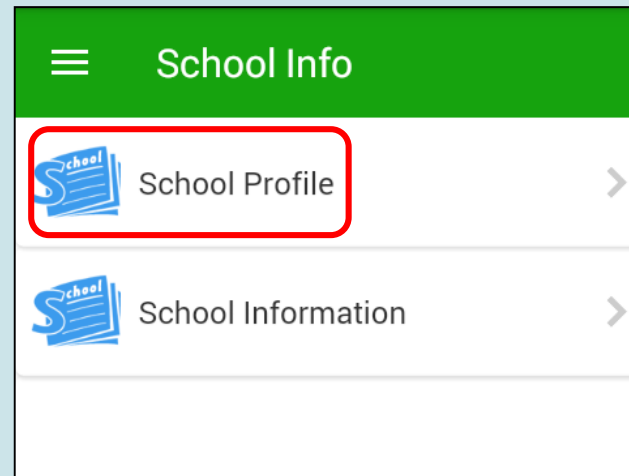
# School Info



## Android

## iOS

2. Select an item.





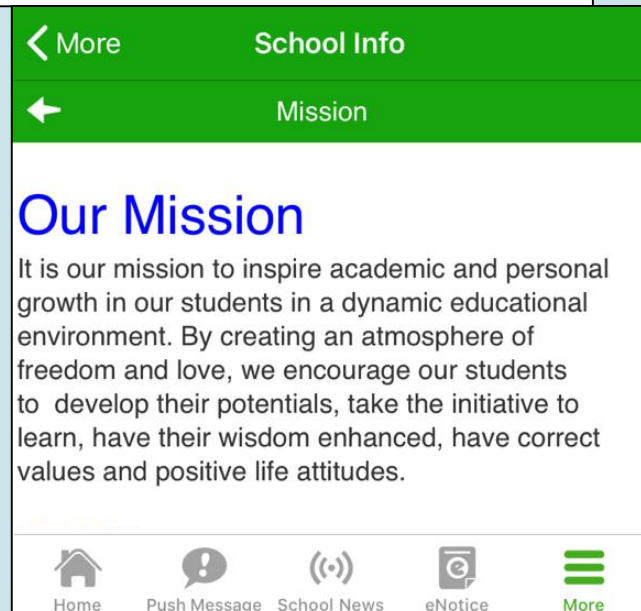
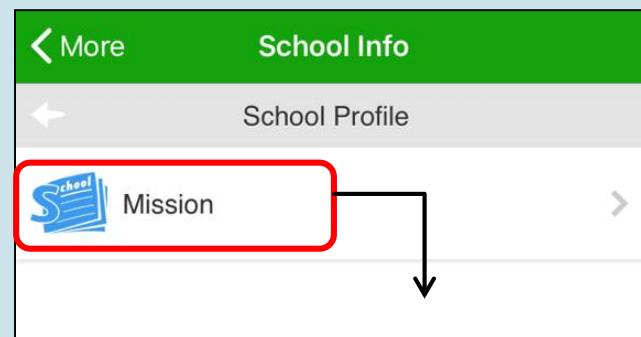
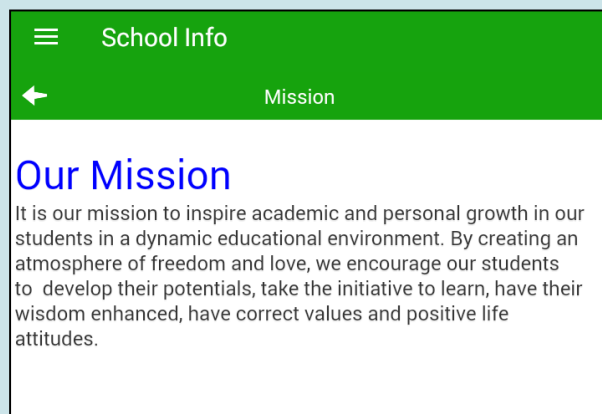
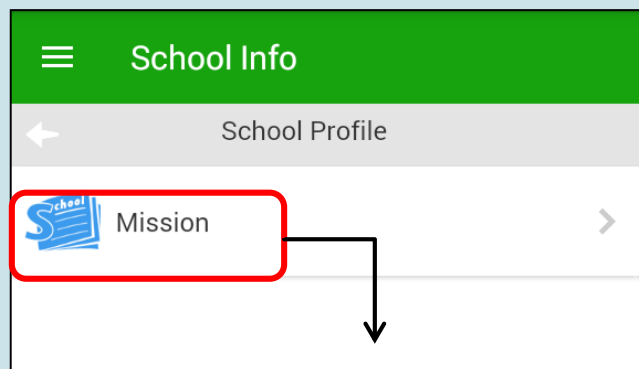
# School Info



## Android

## iOS

### 3. View school info.





# My Accounts

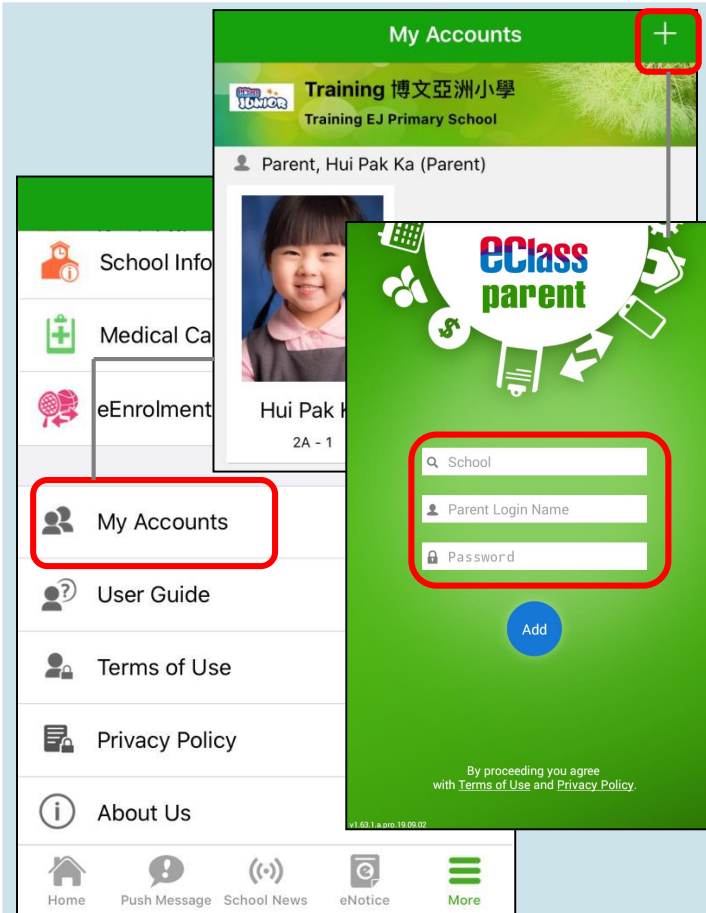
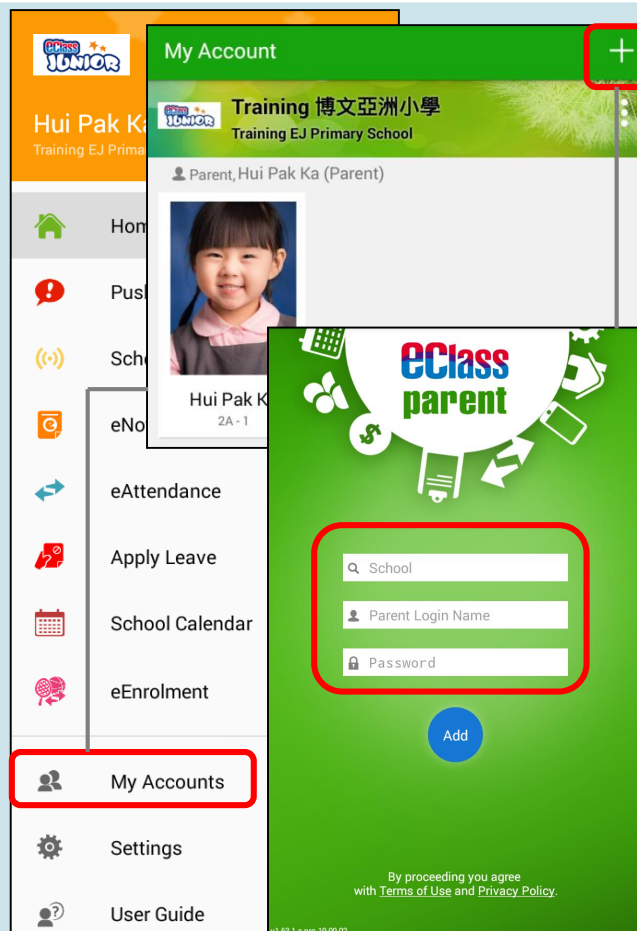


## Android

## iOS

### Add Account(s)

1. Click "My Accounts".
2. Click "+" to add account(s).





# My Accounts




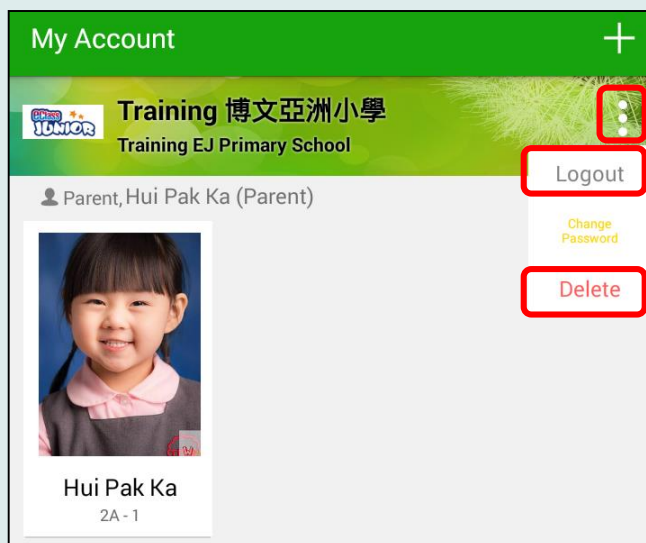
## Android

## iOS

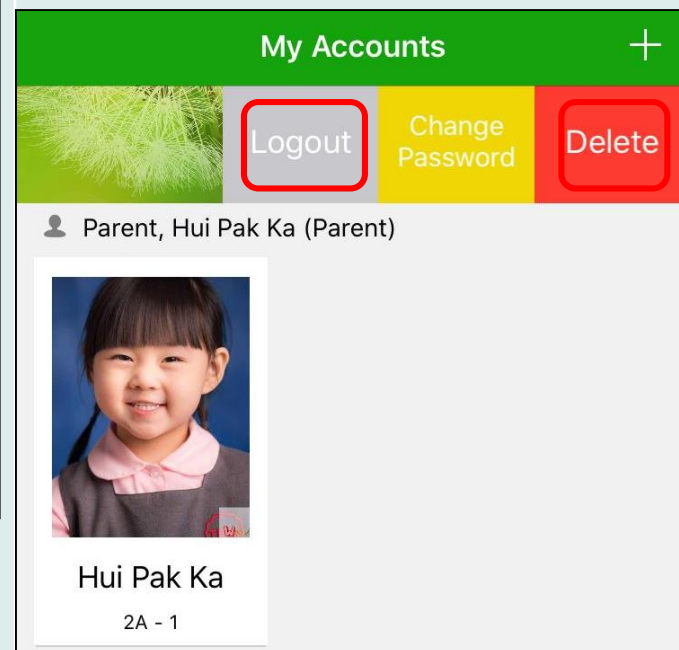
### Log out/ Delete Account

1. Click or swipe the school banner to the left.
2. Select "Logout" or "Delete" .

Click  and select "Logout" or "Delete" .



Swipe the school banner from right to left and select "Logout" or "Delete" .





# My Accounts



## Android

## iOS

### Change Password

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

My Account +

Training 博文亞洲小學  
Training EJ Primary School

Parent, Hui Pak Ka (Parent)

Logout  
Change Password  
Delete

← Change Password ✓

Current password

New password

Re-type new password

To enhance the security of your account, please avoid using a password same as the login name.

# At least 6 characters (consists of letter and number) are required for password!

My Accounts +

Logout Change Password Delete

Parent, Hui Pak Ka (Parent)

Back Change Password Confirm

Current password

New password

Re-type new password

To enhance the security of your account, please avoid using a password same as the login name.

# At least 6 characters (consists of letter and number) are required for password!

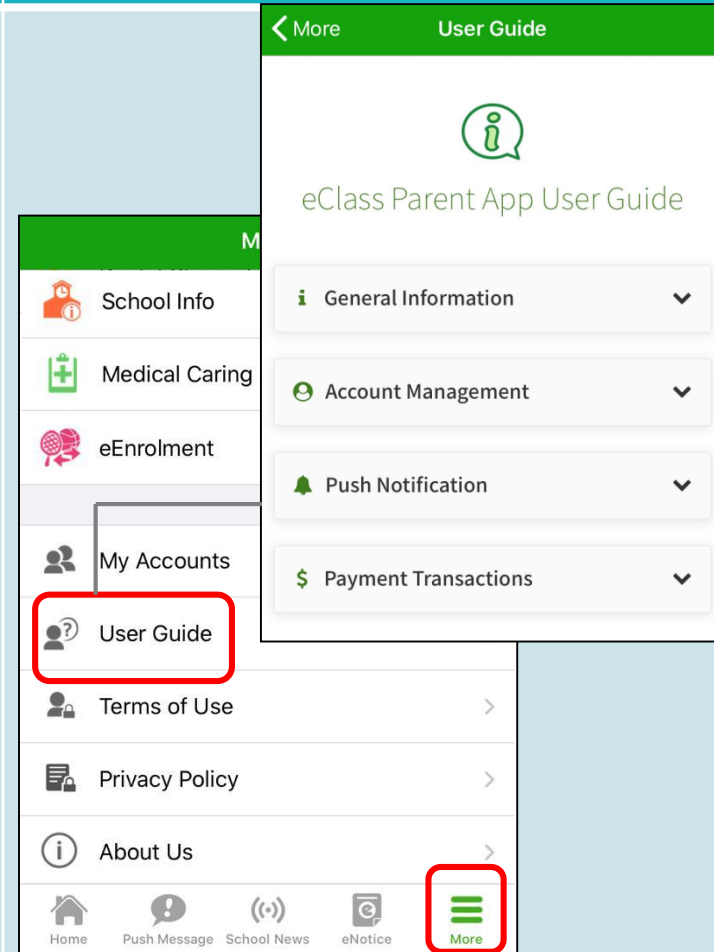
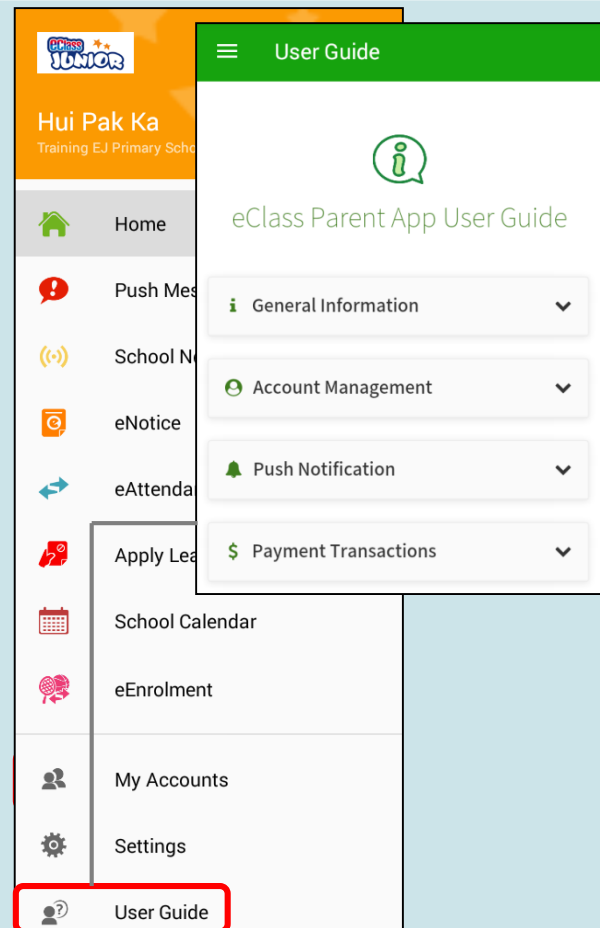
# User Guide



## Android

## iOS

1. Select "User Guide" .





# The end

Thank you for using  
eClass Parent App.

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





# Customer Service

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

email [support@broadlearning.com](mailto:support@broadlearning.com)

hotline 3913 3122





Thank you

Good bye !