L. S. T. Yeung Chung Ming School
Teaching How to use Electronic Notices

(1) How to download and login "e-Advice" (Campus Mobile App)

1.	 App Store Google Play Friendly SAS	Parents can access the App Store (for Apple phones) or Google Play (for Android phones) to search "Friendly SAS" and download the app. After downloading the app, parents click on the campus mobile app icon to open the school mobile app "Friendly SAS".
		If parents are not logged in, please select **"Method 1: Enter your own information".**
2.		Choose school name: **"Lok Sin Tong Yeung Chung Ming School"** Enter the username and password, parents can refer to the username and password sticker in **P.54 "School Mobile Application" in the student's homework book**. Click on **"Log in"** after typing the information

(2) Steps for parents to sign the "e-Advice"

1.		Parents will be alerted by the school's mobile app to sign the e-Advice when it is issued.
2.		After parents open the school mobile app You can see the **"E-Notice"** option
3.		There are three options when you enter. ①**Unsigned** ②**Signed** ③No signature required Parents can view unsigned/signed/non-signed notices. Parents can select the name of the notice to read the content

4.		Parents can check the notice information, including the title of the notice, the date of publication, the date of final signature, etc.
		Select download file, parents can open JPEG version notice
		Parents can answer questions after reading the notice
		Questions with *** next to the question number must be answered.** If you do not answer, the system does not accept the signature

問題

1.* 本人的子女健康正常，同意*小兒/小女參加 貴校舉行之學校旅行
   是 否

2.* 願意擔任是次活動家長義工
   是 否

3.* 願意擔任是次活動家長義工，家長義工姓名：
   陳立

簽署

✔ 成功代 1 位學生簽署通告

After parents answer all the questions and select **"Sign"**, the system will show "**Successfully signed the notice on behalf of 1 student"**, which means that parents have finished signing the notice.

易用學校行政系統

電子通告列表

2020-21 ∨   陳大文

未簽閱   已簽閱   無須簽   共有 159 個 無須簽 通告：

⦿ 陳小文

○ 陳大文

The e-Advice system supports the ability to view the **accounts of siblings in the same school.** Parents can simply log in with **one of their children's** accounts and switch to the accounts of children in different classes to sign the e-Notice.