

# Bring Your Own Device (BYOD) Registration Form

## 自攜流動裝置學習計劃登記表

Name 姓名： \_\_\_\_\_

School year 登記學年： 2024 - 2025

Class(class no.) 班別(學號)： \_\_\_\_\_ ( )

Student number 學生編號： \_\_\_\_\_

### Rules of using mobile devices in school

#### 使用自攜流動裝置學習守則

#### Device types

##### 裝置類別

- Students can use personal mobile devices of different brands or model.  
學生可使用不同品牌及類型的電腦。
- Mobile phone is not accepted.  
不接受使用手提電話學習。

#### Rules of use

##### 使用守則

- Students must display the school-issued registration label on their devices.  
學生必須在流動裝置上展示校方發出的標籤。
- Mobile devices must be charged prior to school.  
學生須自行為流動裝置預先充電。
- Any non-educational software or its related links must not be installed on the desktop or homepage of mobile devices.  
流動裝置桌面及首頁不可存放非學習用途軟件或其相關連結。
- Mobile devices must only be used in classrooms with teacher's permission for educational purpose. Non-educational activities such as playing games, watching videos, using social media, listening to music, texting, or taking personal calls are prohibited at school.  
在得到科任教師同意下，流動裝置可在課室內作學習用途。其他非學習用途，如遊戲、觀看非教學影片、使用社交平台、聽音樂、收發短訊及網絡通訊等，一律禁止。
- Any non-educational software must not be installed on their mobile devices including game apps and social communication apps such as IG and WhatsApp.  
流動裝置內不可安裝非學習用途軟件或其相關連結。例如遊戲、IG、WhatsApp 等。
- When using tablets, students can only raise them to an angle of 20 degrees at most.  
流動裝置不能豎立使用，屏幕與桌面之間夾角不可超過 20 度。
- Mobile devices must not contain any files or content that are only for adults viewing or violate any laws or regulations of Hong Kong.  
流動裝置內不可載有只供成年人觀看或任何違反香港法例或規例的檔案或內容。
- Students must obtain prior permission from teachers or staff before recording, photographing or video recording. Without permission, students are not allowed to send or post any images, videos and audio files that are taken at school.  
學生必須獲得教職員准許，方可進行錄音、攝影或錄影。未經校方明示准許，學生不得傳送或張貼任何在本校錄取的影像、錄像及音檔。
- Students are encouraged to keep their mobile devices in the lockers for safety.  
學生不使用流動裝置時，宜把裝置放入儲物櫃，並鎖好以策安全。
- Unless with teacher's permission, approved devices must be tuned to silent mode at school. Headphones may be used with teacher's permission.  
除非獲教師批准，所有流動裝置必須設定為靜音模式。教師同意下方可使用耳機。
- Devices must not be used for cheating or non-educational purposes (such as making personal phone calls and texting messages).  
流動裝置不能用於查找及抄襲課業及非學習用途 (如個人通訊或收發短訊)。
- Devices must only be used to access files and websites which are relevant to the classroom curriculum.  
流動裝置只供用於閱讀及瀏覽與課堂內容相關的電子檔案及網站。
- The school network can only be accessed by registered students of BLMCSS. Network information should not be shared with others.  
學校網絡連結資料只限浸信會呂明才中學指定已登記學生使用，絕不應向其他人透露有關資料。

- Printing service from mobile devices is not available at school.  
校方不提供流動裝置連接打印設備安排。
- Registered devices should not be borrowed to or shared with other students.  
流動裝置只供已登記學生使用，不應供給其他學生使用。

### Situations that are allowed to use the mobile devices

#### 可使用流動裝置的場合

- Students can use it during class with teacher's permission and supervision.  
學生在上課期間，有老師在場及徵得老師同意及監督下，可使用流動裝置。
- Students can use it during the opening period of the covered playground, table tennis area, library, Room Go8 or maker lab.  
學生可在有蓋操場、乒乓球室、圖書館、Go8 室或創客教室開放期間使用流動裝置。
- Mobile devices are only allowed to be used in the above-mentioned approved time and locations. Students who improperly use the devices will be treated as “using mobile phone without permission”, and will be subjected to remedial or disciplinary actions which may include, but not limited to the followings, depending on the specific circumstances :  
流動裝置只能在上述指定時間及地點使用。學生違反有關規定，或有使用不當的情況，將被視作等同未經准許使用手提電話的情況處理。學生將要面對修正要求或紀律處分，包括但並不限於下列各項，將視乎情況予以單項或多項處分：
  1. Temporary confiscation of device;  
暫時沒收流動裝置
  2. Check of device contents for evidence of misuse;  
檢查流動裝置以確認相關的不當行為
  3. Limitations, suspension, and/or revocation of access to personal or school technology resources;  
限制、禁止、及 / 或撤銷使用個人及學校科技資源

### Liability

#### 責任

- Students are responsible for the upkeep and maintenance of their own mobile devices. The school will not provide any technical support or maintenance for student-owned electronic devices.  
學生須自行為其流動裝置進行保養、維修、軟件更新等維護工作。學校不提供任何技術支援。
- Students are solely responsible for the care and use of their personal devices brought to the school. The school and school personnel will not be liable for the loss, damage, misuse, or theft of any student-owned electronic device.  
學生須自行保管流動裝置，任何損失、損壞或遺失，須自行承擔損失。
- Additional rules regarding the use of mobile devices may be added.  
校方可能因應使用流動裝置情況，在學年期間新增其他使用守則。
- In order to connect to the school's wireless network, the school will set a fixed MAC address for students' devices. After registering the device, do not modify this setting in order to connect to the school wireless network.  
為接駁學校的無線網絡，校方會為學生的裝置設定為固定的 MAC address。登記裝置之後，請勿修改此設定，以便連線至學校無線網絡。

### Acknowledgement 聲明

#### For Students Only 只供學生填寫

I have carefully read and understood the above rules on the use of mobile devices for e-learning in school. I will abide by the relevant regulations.

本人已細閱上述守則，明白在校使用流動裝置進行電子學習的要求，並同意遵守相關規定。

Student's signature : \_\_\_\_\_

Date : \_\_\_\_\_

#### For Parents Only 只供家長填寫

I have carefully read and understood the above rules of the use of mobile devices for e-learning in school. I will urge my children to comply with the relevant regulations.

本人已細閱上述守則，明白有關在校使用流動裝置進行電子學習的要求，並會敦促子女遵守相關規定。

Parent's signature : \_\_\_\_\_

Date : \_\_\_\_\_