

致： 已安裝網上學校行政及管理系統學校的校長
由： 教育局
日期： 2017年9月25日

溫馨提示：遞交確認成功啟動網上校管系統「獨立版時間表編排工具」回條

繼本局早前透過聯遞系統發布一系列有關「獨立版時間表編排工具」（STT）的訊息後，我們希望再次提醒各學校，不論 貴校使用任何時間表製作工具，請盡早安排安裝及使用個別學校註冊碼以啟動這個屬於網上校管系統一部分的新工具，並於 **2017年9月30日或之前**將回條以傳真方式交回本局，確認成功啟動 STT。

有關詳情（包括有關回條及安裝指引），請參閱本局於 2017 年 6 月 29 日發出的 [聯遞系統訊息](#)。若 貴校已遞交上述回條，則無需理會此聯遞系統訊息。

有關 STT 的查詢，請聯絡本局網上校管系統小組的 [學校聯絡主任](#) 或 STT 支援熱線（電話：3464 0579）。

教育局
系統及資訊管理組

To : The Principals of all schools with WebSAMS installed
From : Education Bureau
Date : 25 September 2017

**Warm Reminder: Submission of Reply Slip to Confirm Successful Activation of the
"Standalone Timetabling Tool" in WebSAMS**

Further to our earlier CDS messages in this series on the new “Standalone Timetabling Tool” (STT), we would like to remind all schools again that they should arrange to install and activate this new tool, which is a part of the WebSAMS, with a unique license key for individual school at their earliest convenience, regardless of the tools schools use for timetable generation. Schools are also required to return the Reply Slip to the Education Bureau by fax upon successful activation of the STT **on or before 30 September 2017**.

For details (including the relevant reply slip and installation guide), please refer to the [CDS message](#) dated 29 June 2017. If your school has returned the reply slip concerned, please disregard this CDS message.

For enquiries on the STT, please contact your [School Liaison Officer](#) of our WebSAMS Team or STT Hotline at 3464 0579.

Systems and Information Management Section
Education Bureau