



保良局譚歐陽少芳紀念幼稚園
PLK Tam Au-Yeung Siu Fong Memorial Kindergarten



家校通訊手機應用程式

使用說明

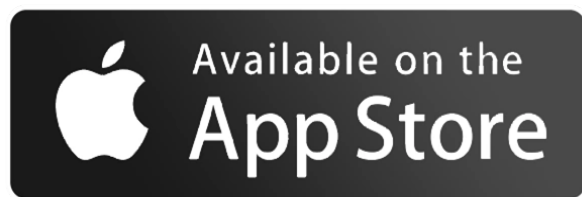
Parent-School Communication App

User Guide



➤ 如何下載EVI FAMILY How to download?

緊記開啟手機通知!
Remember to turn
on the notifications!



➤ 如何下載EVI FAMILY How to download?

EVI 網頁 official Website

<https://app-info.evigarten.com/release/evifamilyapk/zh/index.html>



手機沒有 Google Play Store 請按此下載
For user without Google Play in their Phone
(Android)

中國地區用戶(沒安裝 Google Play)
Chinese User (Without Google Play)



登入帳號

Login the account

EVI FAMILY APP

繁體中文 English

Region
Hong Kong

Account
EVI Account/Registered Email

Password
Your Login Password

[Forgot Password](#)

Login

[Support](#)

[EVI Family App \(Home-School Communication System\) Account Notice](#)

In order to facilitate communication between parents and the school, EVI has built up an app, EVI Family App for parents to use mobile devices to read school announcements, school albums and calendar as well as school news. EVI Family App supports iOS system(13.0 or later) and Android system (10.0 or later). Parents can search and download EVI Family App in App Store or Google Play.

Your EVI Family App Login ID and Password:

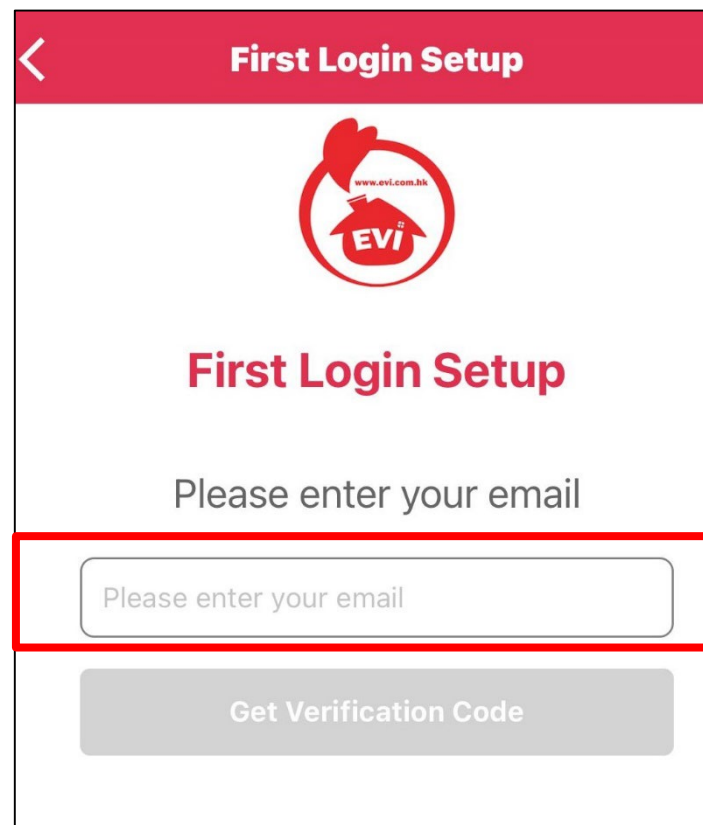
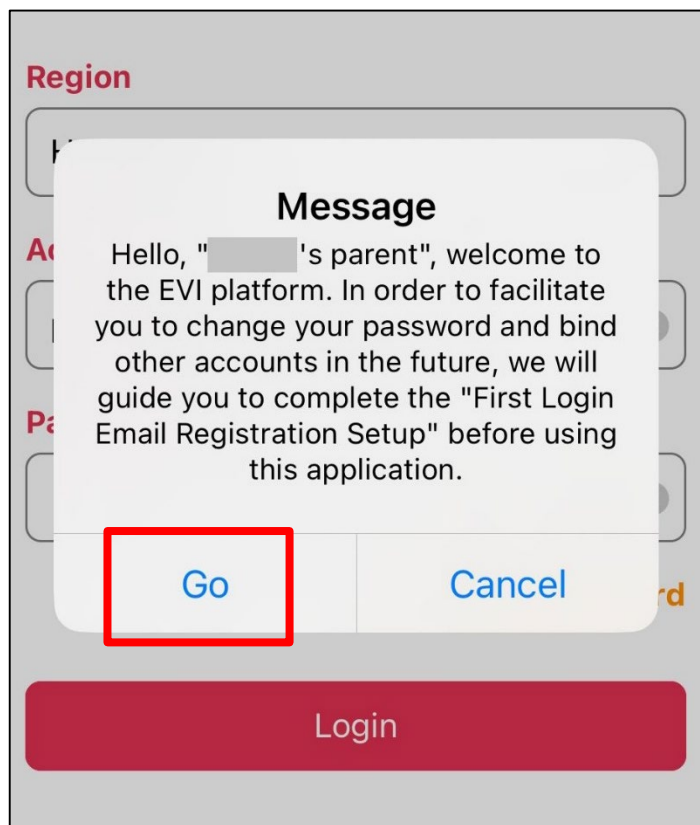
Login ID: [redacted]@plktaysfmgk

Password: [redacted]

- 根據學校提供的通告內容，輸入賬戶和密碼，點擊「登入」
- Based on the notice from the school, enter the account and password, and click "Login".

➤ 登入帳號

Login the account



- 首次登錄會彈出提示，請家長完成**郵箱綁定**。點選「前往」，輸入需要綁定的電郵，點擊「**獲取驗證碼**」，成功驗證後即可成功登錄EVI Family。
- Upon first login, a prompt will appear. Please complete the **email binding** for parents. Click "Go", enter the email you need to bind, click "**Get Verification Code**", and after successful verification, you can log in to EVI Family.

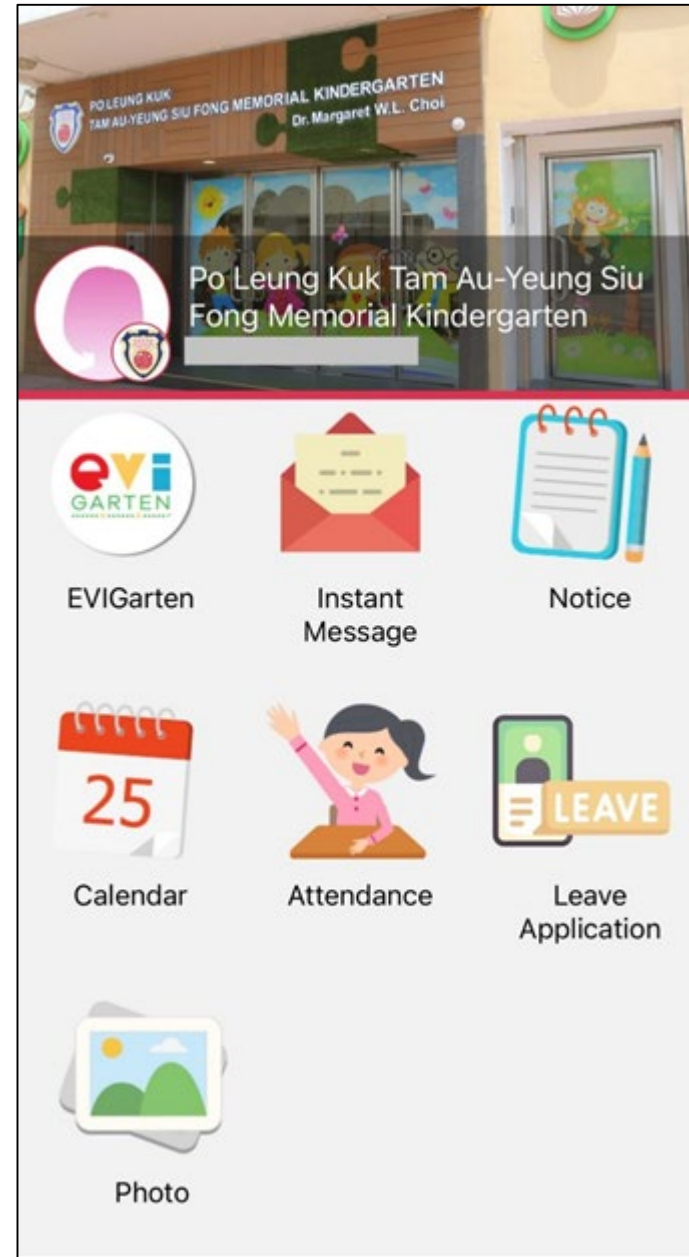


- 家長之後能以**已綁定的電郵/學校帳號**登入，並可**自行修改密碼**
- 父母二人或其他照顧者均可用**相同帳號**登入，**惟不能超過5台設備**
- Parents can later log in using **the bound email/school account**, and can also **change the password** yourselves.
- Both parents or other caregivers can log in using the **same account**, but the number of devices **must not exceed 5**.



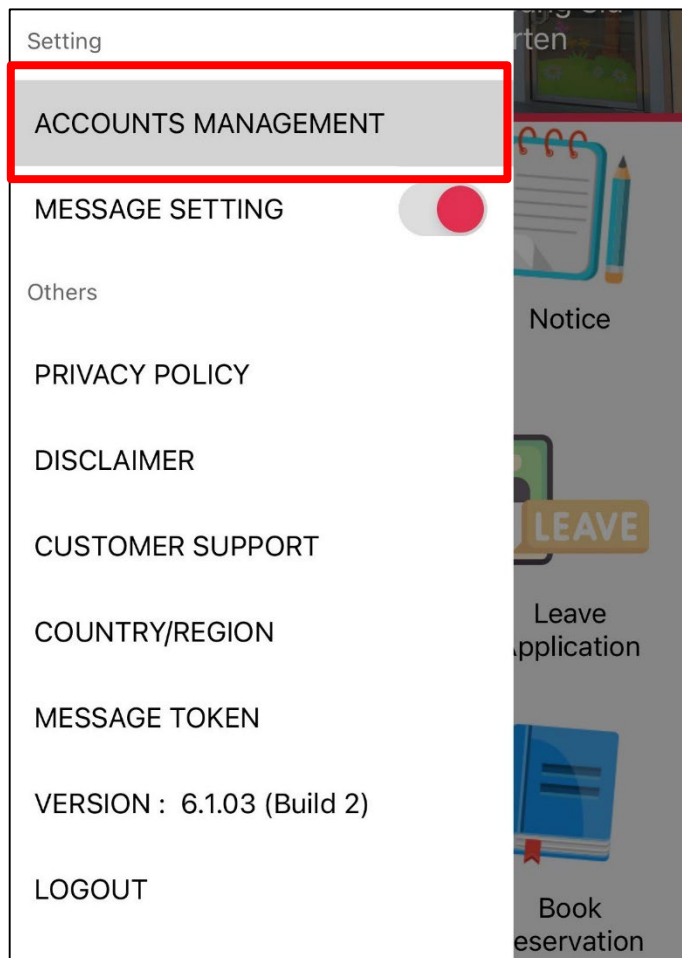
➤ 主畫面 Main Screen

- 成功登入EVI Family App後會見到右方校本化版面。
- After successfully logging into the EVI Family App, parent will see the school-customized interface on the right side.



➤ 如多於一個小朋友

If more than one child



A screenshot of the 'Add Other Accounts' form. The form has a red header with the text 'Add Other Accounts' and the EVI logo (www.evi.com.hk). Below the header, it says 'Please enter account information'. There are three input fields: 'User Code', 'School Code' (separated by an '@' symbol), and 'The password of this account'. A red box highlights these three input fields. At the bottom, there is a grey 'Add' button.


- 點擊左上角的功能按鈕，點擊「**帳戶管理**」，點擊「**加入帳號**」，輸入需要綁定的兄弟姊妹的帳號和密碼。添加成功後，可在帳戶管理頁面中切換用戶。
- Click the function button in the top left corner, click "**Account Management**", click "**Add Account**", and enter the account and password of the sibling you need to bind. After adding successfully, parent can switch users on the Account Management page.



忘記 / 重置密碼

Forgot / Reset Password

EVI FAMILY APP



繁體中文 | English

Region: Hong Kong

Account: EVI Account/Registered Email


Password: Your Login Password

Forgot Password

Login

Support

Forgot Password



(Hong Kong School User)

Reset Password

Please enter your registered email address

Please the registered Email Address

Get Verification Code

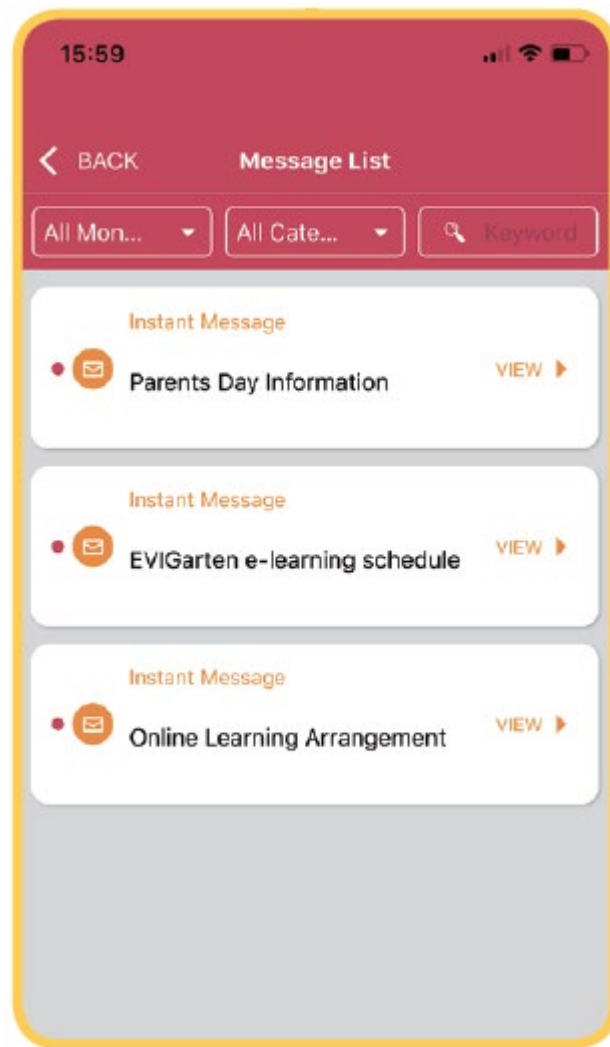
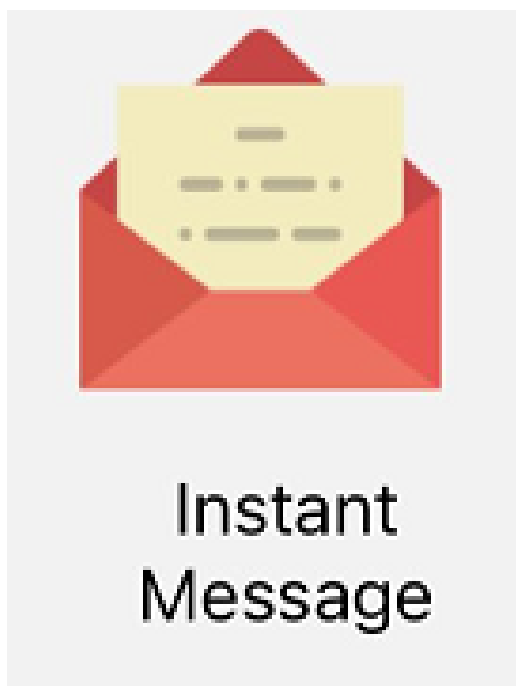
- 如果家長忘記了登入密碼，可以在登入介面按**忘記密碼**選項，再輸入**已登記的電郵地址**，獲取驗證碼後按照系統指示**重置密碼**後，便可以使用新密碼登入。
- If parents forget the login password, you can click the "**Forgot Password**" option on the login interface, then enter **the registered email address**, obtain the verification code, and follow the system instructions to **reset the password**. After that, you can use the new password to log in.



功能介紹

Function Introduction

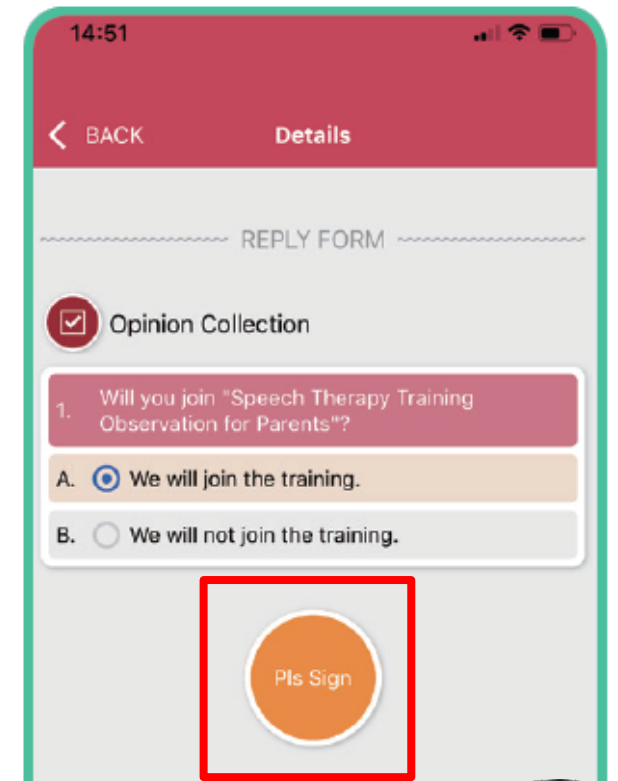
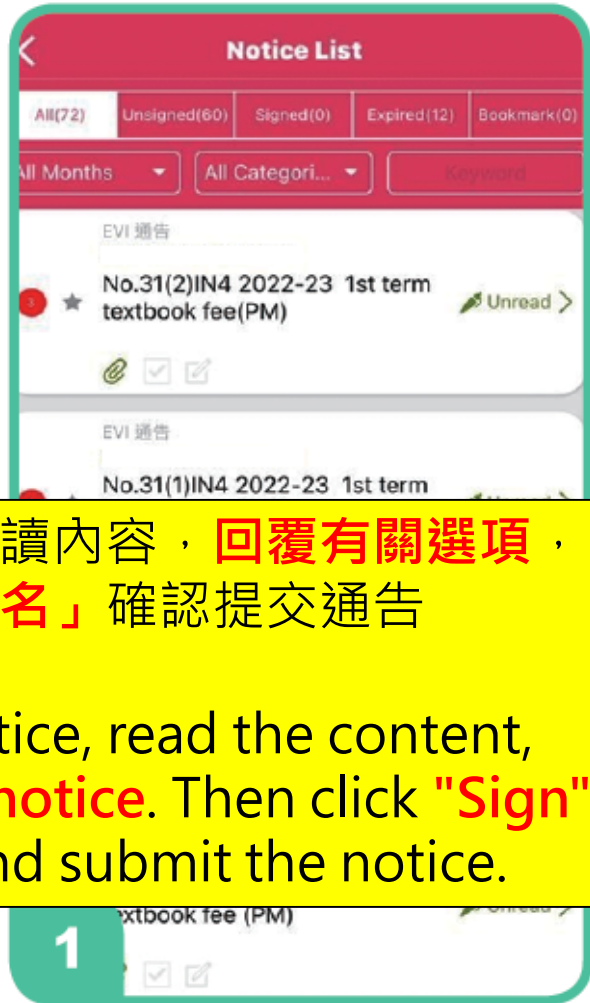
➤ 即時訊息 Instant Message



- 在主頁開啟「即時訊息」進入頁面，**查閱學校發出的訊息**
- Tap 'Instant Message' on EVI Family App homepage to **check messages from school**

➤ 通告 Notice

- 通告分為五個閱讀狀態：全部、未簽、已簽、過期、書籤
- Check school notices (five statuses):
All、Unsigned、Signed、Expired、Bookmark

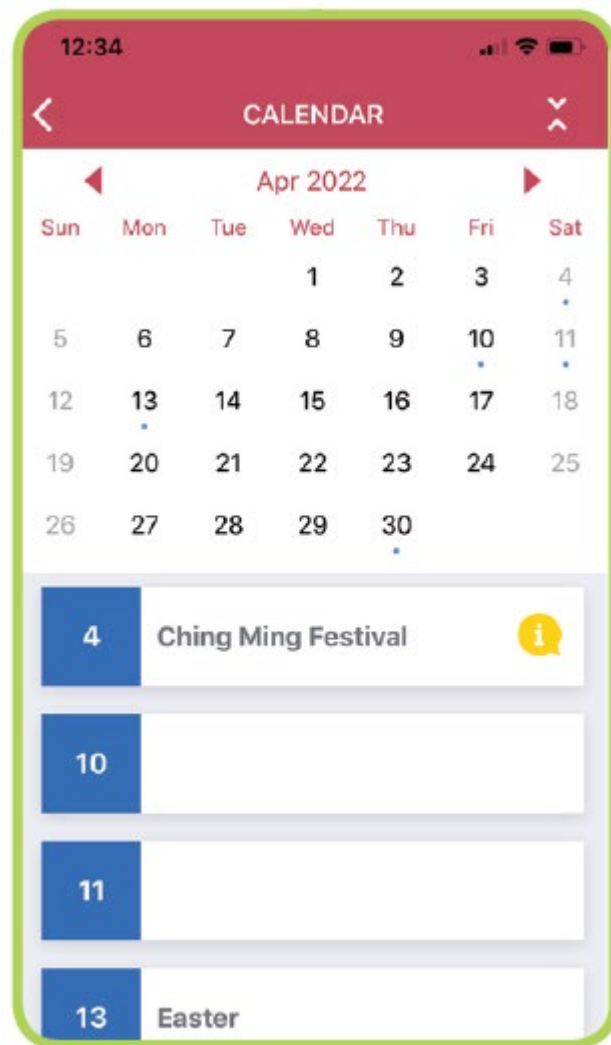




- 開啟通告並閱讀內容，**回覆有關選項**，完成後按「**簽名**」確認提交通告
- Open the notice, read the content, **reply to the notice**. Then click "**Sign**" to confirm and submit the notice.

*通告只能簽署一次
*The notice can only be signed once



➤ 行事曆 Calendar



- 查看學校年度行事曆
-  顯示相關內容資訊
- View the school calendar
-  shows relevant information

➤ 出席 Attendance



Attendance Record						
2024-09						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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					

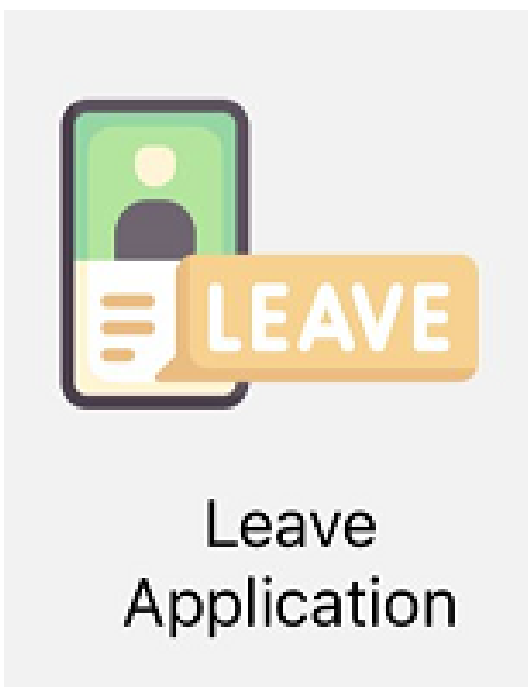
^ Close Calendar

Total Days:0 Presence: 0 Absence: 0

No Matched Record

- 家長可查看幼兒的出席記錄
- Parents can view the student's attendance records.

➤ 告假申請 Leave Application



Leave Application ✕

Period*

Single Day Multiple Days

Leave Type*

Sick leave Personal Leave

Body Temperature*

°C

*The body temperature data cannot be edited or removed once you have submitted. Please fill in the data correctly.

Consultation Location

Symptoms*

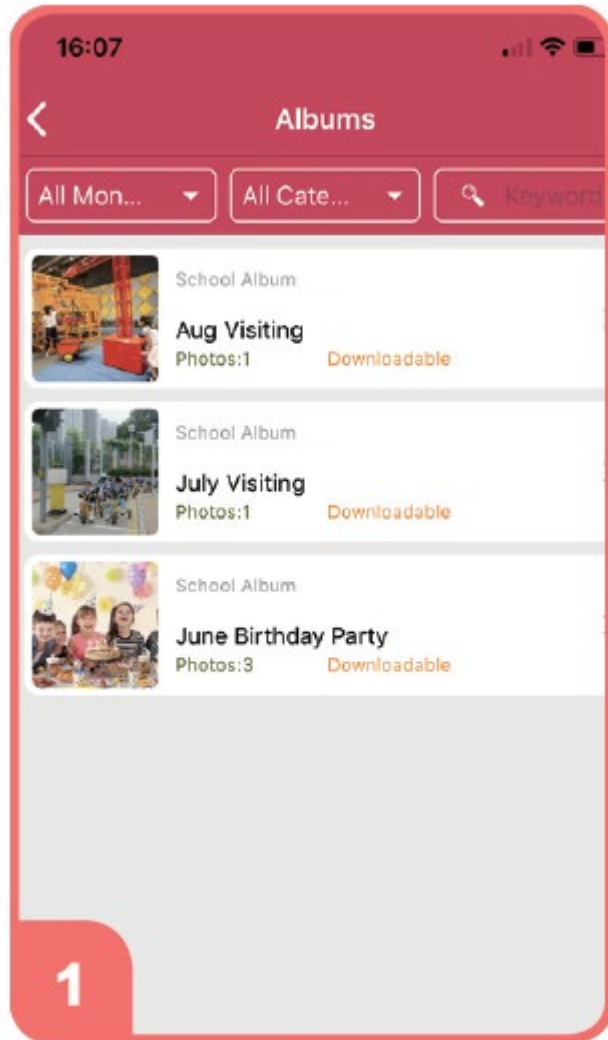
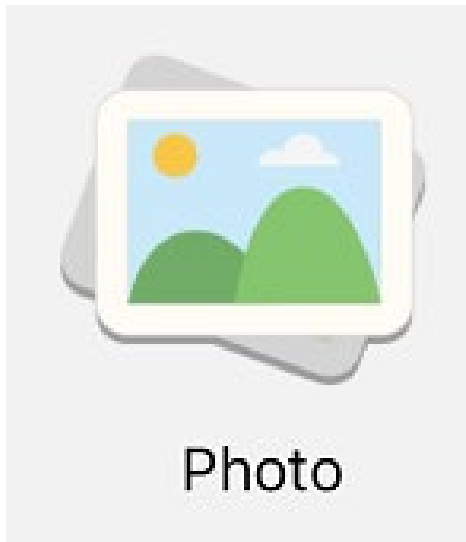
Remarks*



Supporting Document

Submit Application

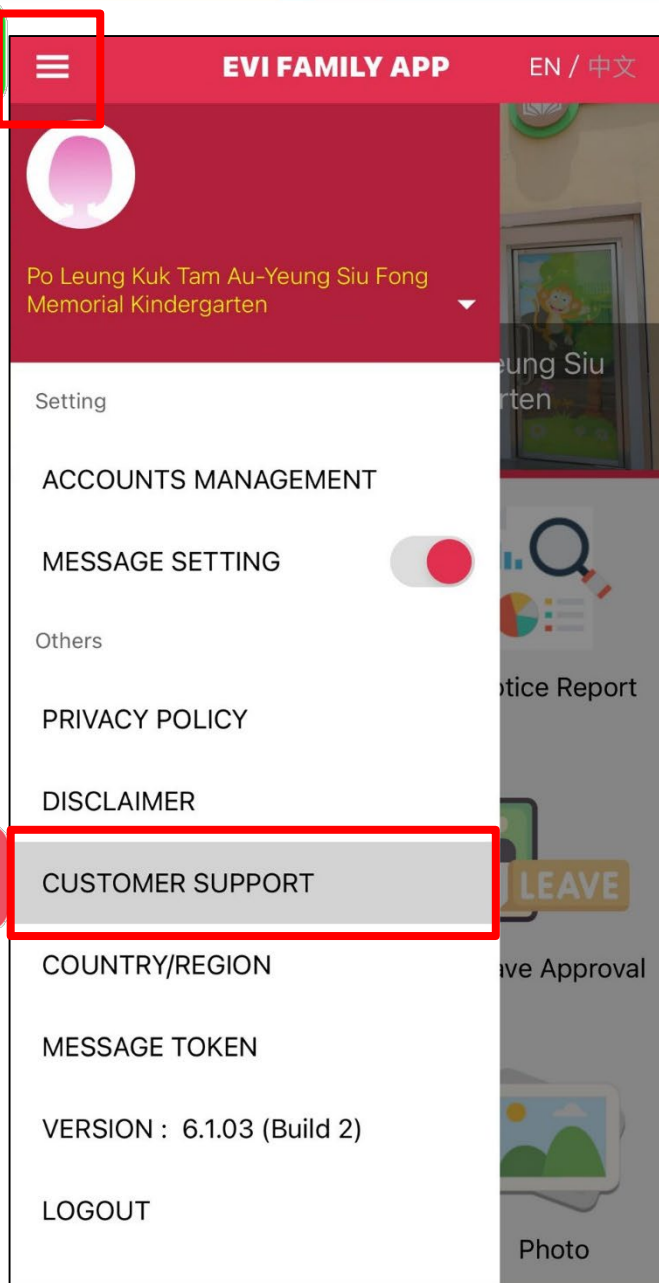
- 若幼兒有需要**請事假/病假**，家長可點擊「告假申請」功能，向學校提出
- If the child needs to **take a leave of absence or sick leave**, parents can click the "Leave Application" function to submit a request to the school.

➤ 相簿 Photo

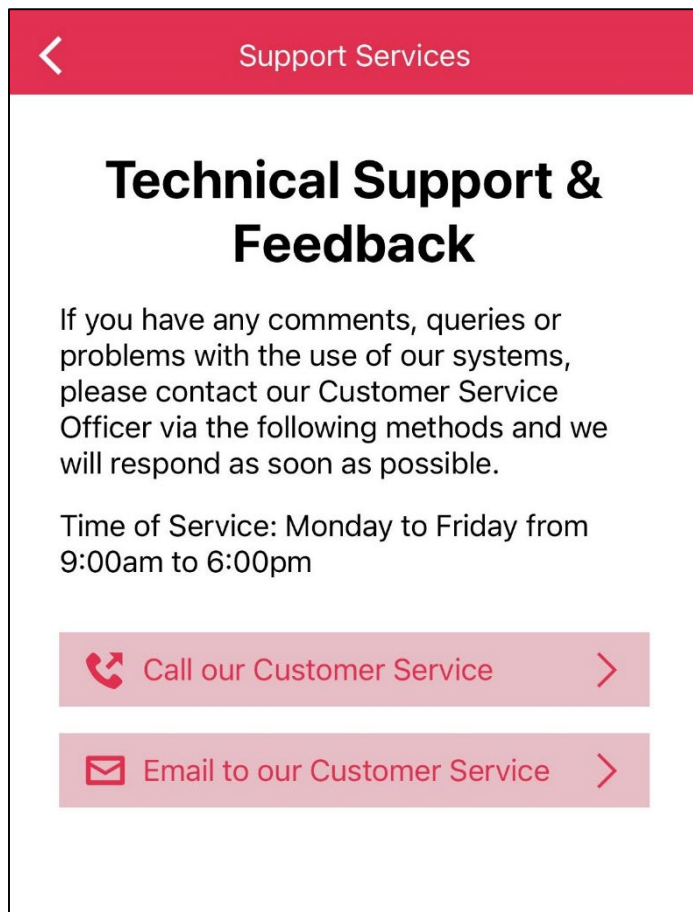


- 查看子女校園相片，開啟相冊選取相片後，可以按  下載或分享相片
- View photos of your children taken at school, open the  album and select the photo, and then tap to **download or share**.

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如有其他疑問，
可致電23113871與學校查詢
或 與EVI客服人員聯絡

If there is any enquires,
pleases call 23113871 to
contact us
OR contact EVI Customer
Service

EVI FAMILY APP 使用教學影片(只限中文)
EVI FAMILY APP Usage Tutorial Video (Chinese only)



EVIFamily





保良教育啟潛能



最新消息

總覽

通告

特別消息

其他資訊

通告

家校通訊手機應用程式 - EVI Family

27/08/2024

通告

新一期今日保良面世了！

- 此簡報已上傳至學校網站，家長可到校網查看
- This tutorial PowerPoint has been uploaded to the school website, and parents can view it on the school website.

THE END