






# N.T. Heung Yee Kuk Yuen Long District Secondary School

## eClass Parent App Start Up Guide

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## How to download eClass Parent App

### Take eClass Parent App with you

Before you download and install eClass Parent App, make sure that it is supported by your phone type. eClass Parent App is available for iPhone and Android.

Android:



Download for Android from Google play Store or

Download for Android from Google play Store website:

<https://play.google.com/store/apps/details?id=com.broadlearning.eclass&hl=en>



iPhone:



Download for iPhone from iTunes App Store or

Download for iPhone from iTunes App Store website:

<https://itunes.apple.com/us/app/eclass-app/id880950939?mt=8>



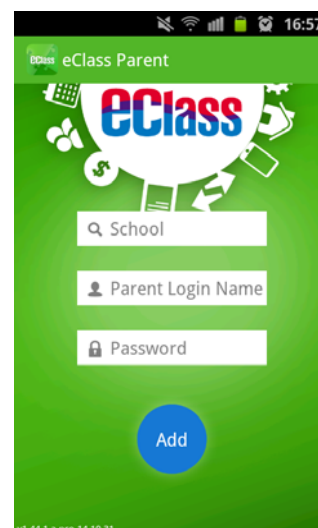
🔍 eclass parent app ✕ 取消



If you cannot download the eClass App, please contact your school to get the App.

## How to login to eClass App


1. To ensure that you have a working internet connection, go through the following steps:
  - A. Make sure that you have a data plan on your carrier's network or a Wi-Fi connection with internet access.
  - B. Make sure that the signal strength of the Wi-Fi or data network is good and the phone is connected to the network.
2. Please follow the steps below if you are registering for the first time:
  - A. Enter the school name: N.T. Heung Yee Kuk Yuen Long District Secondary School
  - B. Enter eClass parent account's user ID: pxxxxx
  - C. Enter the password provided by the school and select login.
3. After login, you will see all your relevant accounts under the "My Account" section
4. Select account and enter the homepage to view a specific child's information, such as updates, news and the child's real-time attendance records on the homepage.






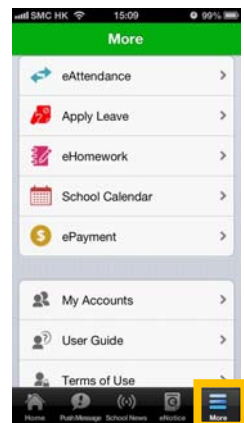
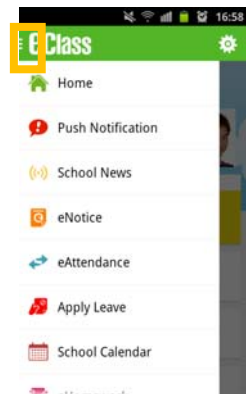
## How to open eClass App menu

For Android devices:

1. Press the icon on the top left corner  to open the start menu.
2. Select specific function to view the details.

For iPhones:

1. Press the “More” icon  on the bottom right corner to show the extended menu.
2. Select from the list of options to view the details



## What are the feature functions?

### Push Notification

#### To receive instant school messages

Your Smartphone will receive a Push Notification when the school sends you an instant message or when your children tap the smartcard to check in and out of school<sup>1</sup>. You can also check up on your child using the App.



#### To read the messages

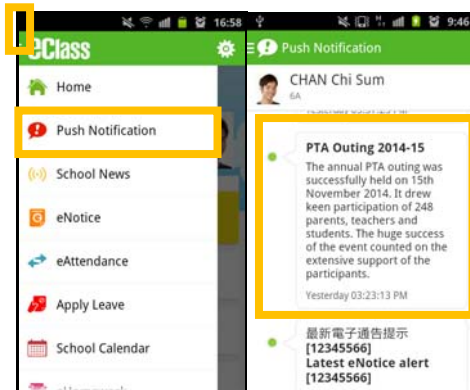
Press the “Push Notification” icon  to view student’s real-time attendance records

- ✓ Unread messages will be shown in red
- ✓ Read messages will be shown in green

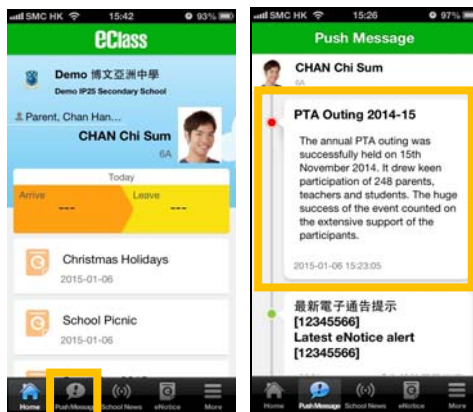
<sup>1</sup> Real-time attendance notification only applies to schools using the Smartcard solution with eAttendance



For Android devices:




For iPhones:

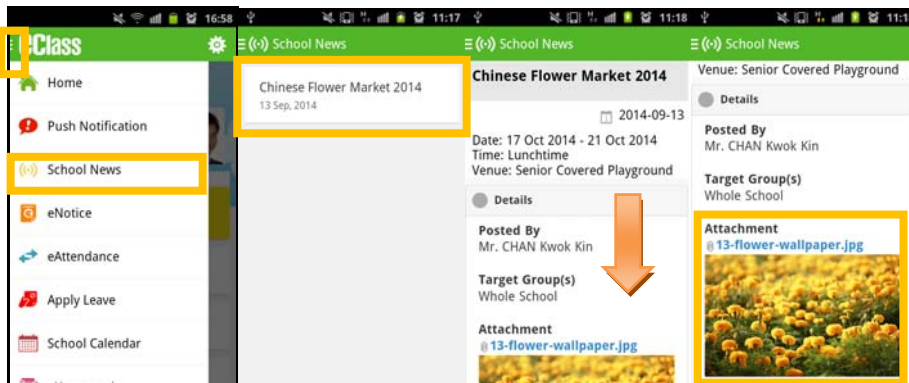


## School News

To read school news

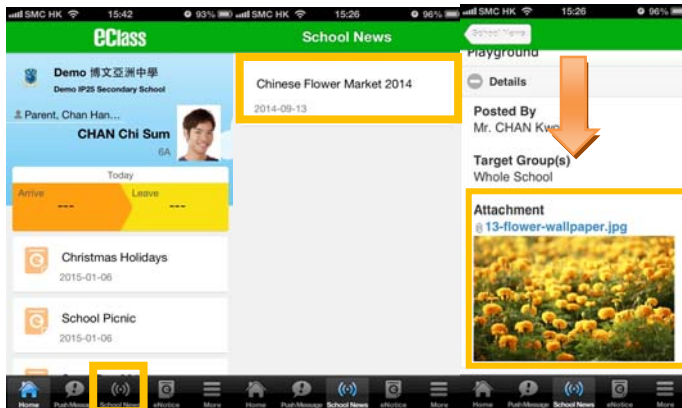
1. Press the “School News” icon  to get the latest news from the school
2. Select from the list of topics to view the content
3. Attached images are available for online viewing and downloading


For Android devices:






For iPhones:

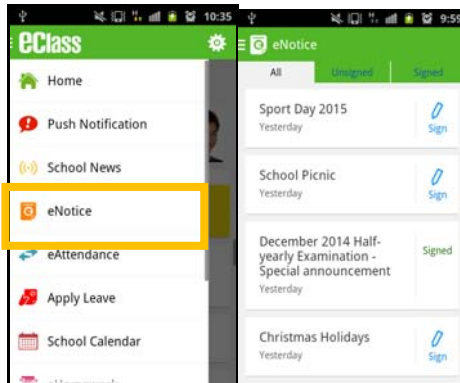


eNotice 

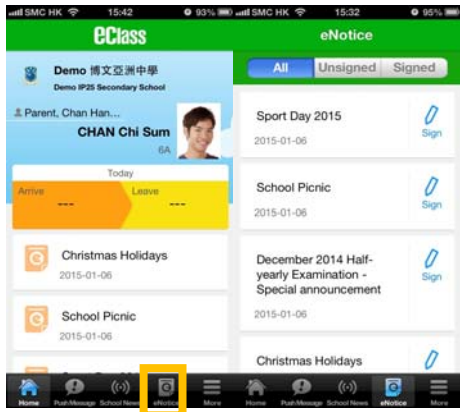
### To read eNotice

- i. Press the “eNotice” icon  to view lists of notices.
- ii. “eNotice” contains three notice lists, including  
✓ All – shows all notices issued by the school

For Android devices:



For iPhones:





## Change password<sup>2</sup>


If you need to change your password, please access the eClass App/ eClass platform by using a computer.

eClass App

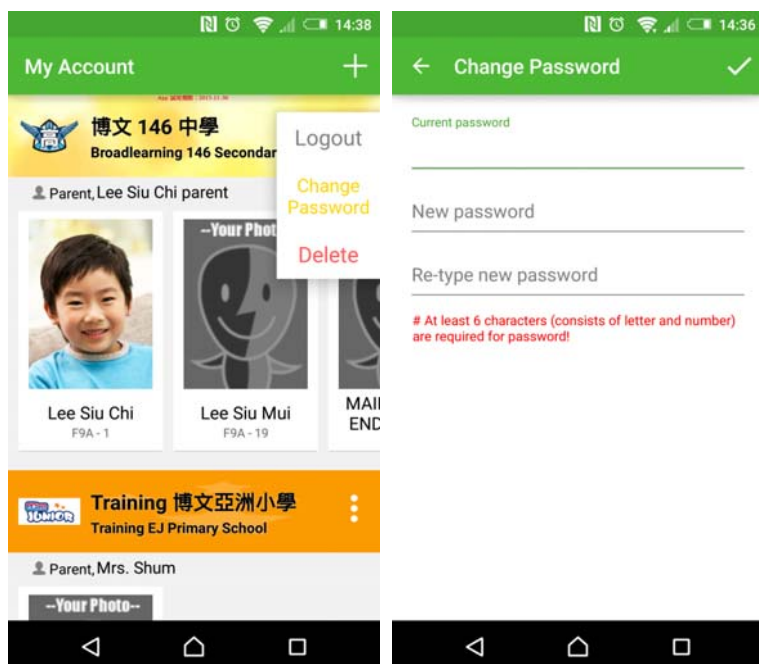
Android:

Step 1 : My Account> Choose specific account



Step 2 : Click  , which is on the right side of the school name of that account> Choose “Change password”

Step 3 : Enter current password, new password and re-type new password, then click ✓ .



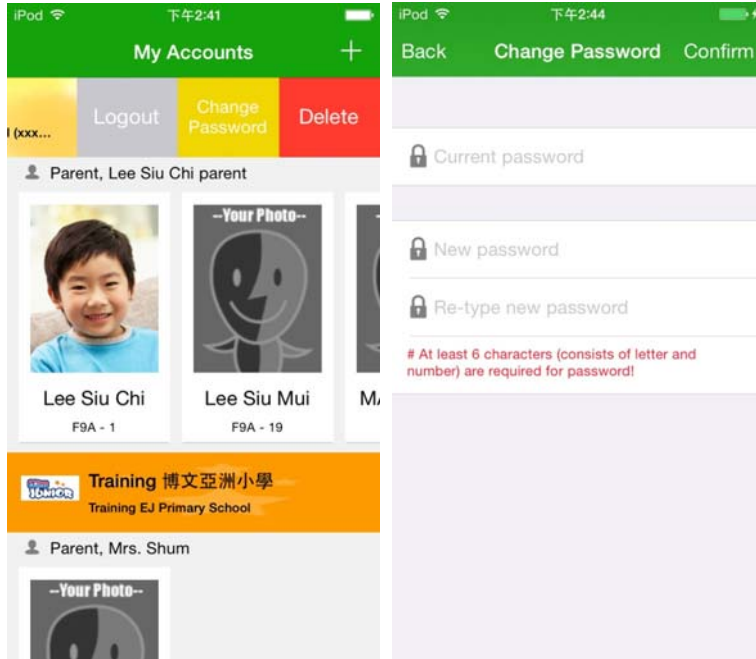
iOS:

Step 1 : My Accounts> Choose specific account

Step 2 : Swipe the school name from left to right, press **Change Password**.

Step 3 : Enter current password, new password, and re-type new password.

<sup>2</sup> You can change your personal information only when permission is set by school admin. If you are not given permission to change your password, please contact the class teachers and the teachers in charge for help.




eClass platform

If you are not given permission to change your password, please contact the class teachers or the teachers in charge for help.

### Login Password

If you want to change it, please contact the administrator.



Step 1: After logging in to eClass, click the top right button  to enter "My Account".

Step 2: Click "Account" > "Login Password" in the side menu on the left.



Step 3: Please input your old password according to the instructions. Input your new password and





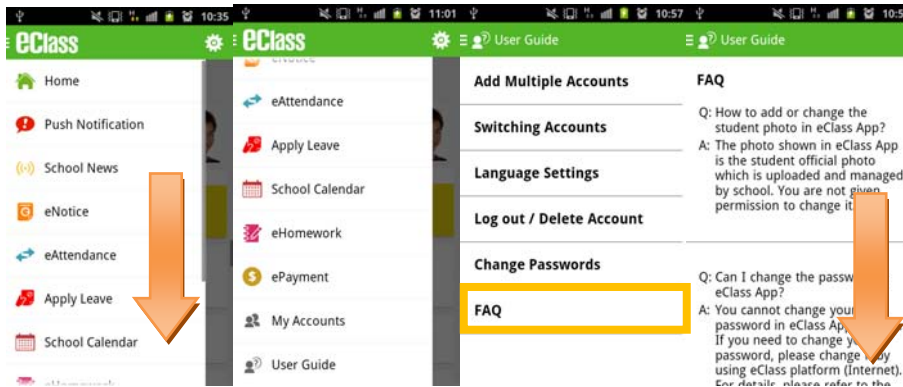
confirm it by inputting it once again.

Login Password	
Old password *	<input type="text"/>
New password *	<input type="text"/>
Retype password *	<input type="text"/>



## FAQ

If you have any queries when using the eClassApp, please refer to the eClass App User Guide>FAQ.



Should you have any queries regarding the eClass App, please contact our support team at

eClass Parent Support Hotline: **3913 3211**

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

~ End~