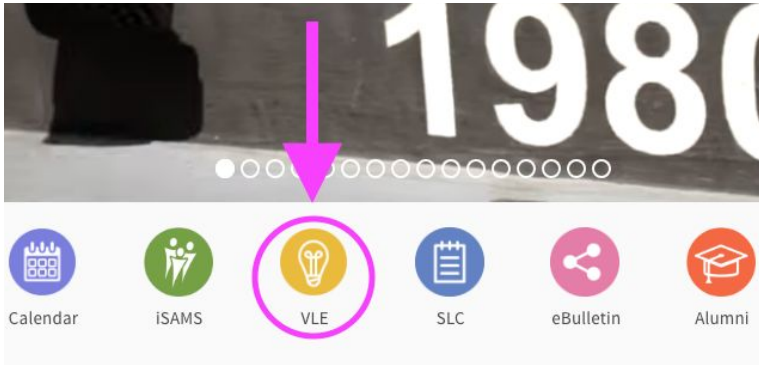


## Activities Sign-up Process



### Step 1:

Please click on the SIS school homepage (<http://www.sis.edu.hk/>) to access the VLE homepage.



### Step 2:

Find the “**Activities**” button on the VLE homepage.

### Welcome to South Island School Virtual Activities Environment (VAE)

#### Term 3 Activities Sign-up Schedule

June 12th - June 15th, 2017	Sign-up phase
June 15th-18th, 2017	Processing phase
June 19th, 2017	Allocation results day
June 25th - August 25th, 2017	Activity period

#### Activities confirmed

Name	Venue	Date	Leaders	Cost
------	-------	------	---------	------

#### Activities available for enrollment - please tick to enrol

Name	Venue	Date	Leaders	Cost
Anime Club	The Atrium	tue afternoon	Eva YEUNG	0
Architecture	D-block	wed afternoon	Suparat BOONAMORNPIITUG	100
BTS Fan Club (Waitlisted)	6/f	tue morning	Kristy SUN	5000

Cost	Description	
0		<input type="checkbox"/>
100	Create your own building!	<input type="checkbox"/>
5000		<input checked="" type="checkbox"/>
200	Wonder how your phones are made? How the lights get turned on with a flip of a switch? Join this ac ... [more]	<input checked="" type="checkbox"/>
1000		<input type="checkbox"/>
0		<input type="checkbox"/>
0		<input type="checkbox"/>
0		<input type="checkbox"/>
0		<input type="checkbox"/>
0	Learn about film photography	<input type="checkbox"/>
100	Wonder how games on your consoles and smartphones are	<input type="checkbox"/>

### Step 3:

You will then be redirected to the **Activities Sign Up** page. Please see image below for reference:

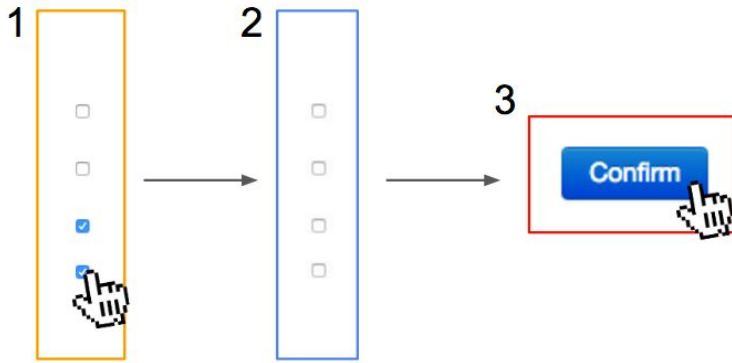
### Step 4:

Here you can browse through the list of activities available. When you have decided on which activity you would like to choose, you can simply select the corresponding checkbox on the right (see below for reference) to select the activity. \*Please note that you are only allowed to choose up to four activities.

\*\*Please also note that you cannot sign up for two activities that are scheduled on the same day simultaneously. So please be aware that this message will pop up if you attempt to do so.

You have already enrolled to an activity with the same time slot.

## Activities Sign-up Process



### Step 5:

When you have decided on all the activities you would like to select, you will then need to scroll down to the bottom of the page to press the **“Confirm”** button to submit your choices.

\*Please note that **Red coloured** activities are **High-Risk Activities** and will require a consent from parents. Therefore, a High-Risk Activity Consent email will be sent out automatically, whereby parents will have to agree and/or disagree.



### Activities

BTS Fan Club - Pending Allocation  
 Circuit board - Pending Allocation  
 Korean Culture Appreciation Club - Pending Allocation  
 YG Training - Pending Allocation

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### Step 6:

Finally, you will be redirected to your **“Student Summary”** page once you have clicked the **“Confirm”** button. Here you will be able to find the list of activities that you have chosen.

mon afternoon	Eva YEUNG	0	course with perspectives and angles!	<input type="checkbox"/>
thu afternoon	Chile LE	250	Want to create your own shelves and furnitures? Sign up today!	<input type="checkbox"/>
tue afternoon,thu afternoon	Eva YEUNG,Kristy SUN	500		<input checked="" type="checkbox"/>
wed afternoon	Eva YEUNG	0		<input type="checkbox"/>

### How to change your choices before the enrolment period closes?:

To change your choices, simply deselect the corresponding checkbox on the right, of the activity you would not like to do anymore and then click the confirm button at the bottom right corner. This will then allow the student to go back into the sign-up page and choose another activity.

\*Please note that you can freely do this until the enrolment period is over.