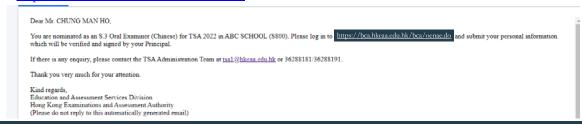
### 2023 年全港性系統評估

### 說話能力主考員提名程序

提交說話能力主考員個人資料				
2				
	提交說話能力主考員個人資料			
	請輸入您的「英文姓名」及「電影地址」以登入系統提交就話能力主考員個人資料及難明。 登入資料須與您收到的通知電影所示的「英文姓名」及「電影地址」相同。 若需修改個人資料(如:電影地址),請於網上提名表格更新您的資料。			
	* 英文姓名			
	* 電影地址?			
	* 檀交			

#### 【接收通知電郵】

- ◆ 被提名的說話能力主考員會收到一封由基本能力評估網頁發出的電郵,以提示說話能力主考員經網上提交個人資料;電郵標題為「Notification of your Oral Examiner Nomination of TSA 20XX」
- 步驟 → 點擊電郵內的連結或直接到「提交說話能力主考員個人資料」的頁面
  - <a href="https://bca.hkeaa.edu.hk/bca/oenae.do">https://bca.hkeaa.edu.hk/bca/oenae.do</a> ,以繼續提名程序



### 【獲取一次性密碼及登入】

提交說話能力主考員個人資料

♦ 輸入評估行政主任所提供的英文全名及電郵,以獲取一次性密碼

議略人名の"其文地名。及"電影之位。加登人系統領文政部地方宣布資化及利益維持。 党人其和其政治公司的地域都研究的"其文本名。及"電影之位。規則。 報告記述人資化(加・電影社位)、自由成主法の部門集化的資料。 "其文地名 WONG CHRIS WONG CHRIS SEED OF THE S ◆ 經同一電郵獲取一次性密碼·<u>然後到頁面輸入密碼登入</u>

提交認話能力主考員個人資料

一次性度得會發売到的問題形址,確如下方能人位的一次性度得,所強和電「確文」以至人系統,

報念無法以到一次性度得,開起者「重點是得」,以度系統重點一次性度得。

\*一次性度语

「ONFIS 重點是语(335)

### 【完成並遞交網上提名表格】

- ◆ 填寫個人資料及個人聲明◆ 檢查並遞交網上提名表格
  - 如校長選擇以網上形式確認提名,當說話能力主考員遞交網上表格後,校長將收到通知電郵

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# **Territory-wide System Assessment 2023**

## **Nomination Procedures for Oral Examiner (OE)**

Personal Info	rmation Submission for Nominated OE			
Personal Inform	nation Submission for Nominated Oral Examiner			
To submit your personal ( Address".	nformation and declaration for the post of nominated TSA oral examiner, please input your "English Name" and "Email			
The login information sho	ould be the email address and name shown on the notification email you received.			
If you want to edit your p	personal information (e.g. email address), please update your information on the online nomination form.			
* English Name				
* Email Address	Forgot Email?			
	• Submit			

### (Receive the notification email)

- An email marked "Notification of your Oral Examiner Nomination of TSA 20XX" will be sent to each nominated OE by the BCA website for submitting personal information.
- Click the link provided in the email OR go to Personal Information Submission Page for Nominated Oral Examiner < <a href="https://bca.hkeaa.edu.hk/bca/oenae.do">https://bca.hkeaa.edu.hk/bca/oenae.do</a> to complete the nomination procedures.

Dear Mr. CHUNG MAN HO,
You are nominated as an S.3 Oral Examiner (Chinese) for TSA 2022 in ABC SCHOOL (\$800). Please log in to https://bca.hkeaa.edu.hk/bca/osanae.do and submit your personal information which will be verified and signed by your Principal.
If there is any enquiry, please contact the TSA Administration Team at tsal@hkeaa.edu.hk or 36288181/36288191.
Thank you very much for your attention.
Kind regards,
Education and Assessment Services Division
Hong Kong Examinations and Assessment Authority
(Please do not reply to this automatically generated email)

# (Retrieve One-time Password (OTP) for login Input the exact name and email address provided by the AAS to retrieve OTP

Step

CHUNG MAN HO

Receive OTP via the same email address and

enter the password on this page to rogin				
Personal Inform	ation Submission for Nominated Oral	Examiner		
	e sent to your email address. Please enter your one-time passi ne-time password, click "Resend Password" so that the comput			
* One-time password	K4K7V7	Resend Password (19s)		
		* Back * Subn	nit	

TIPS Please refer to the full English name provided in the notification email you

Dear Mr. CHUNG MAN HO, You are nominated as an \$.3 Oral Examiner (Chinese) for TSA 2022 in ABC SCHOOL (\$800) which will be verified and signed by your Principal.

### Complete and submit the online OE nomination form

- Fill in the personal information and complete the declaration Check and submit the OE nomination form
- If the Principal chooses to complete OE endorsement online, the Principal will receive a notification email upon the submission of OE personal information

[Endorse the nomination form by the Principal]				
	Printed Version	Online Version		
	OEs should keep their completed online	Principals should verify the OE information		
	nomination forms after they are verified and	online via the BCA Website, the endorsement		
	signed by their Principals <u>on or before 1</u>	deadline can be extended to <u>3 November</u>		
4	November 2022 for records and for checking	<u>2022</u> .		
	by the HKEAA upon request.			
	(Please keep a copy of the completed forms	(The printed copy of nomination form is no		
	until the end of next calendar year)	longer required)		

By Online version: OE will receive a confirmation email after the form is endorsed by the Principal (Please refer to the "Online Endorsement Procedures for Principal" for details).