



香港考試及評核局
Hong Kong
Examinations and
Assessment Authority

TSA 2026 Briefing Session on Oral, CAV & Written Assessments (Primary Schools)

14 April 2026



時間	項目	講者
14:00 – 14:15	歡迎辭	林玲芝博士 香港考試及評核局 教育評核服務部主管
14:15 – 14:45	說話及視聽資訊評估行政安排	蔡世平先生 香港考試及評核局 教育評核服務部經理
14:45 – 15:30	紙筆評估行政安排	蔡世平先生 香港考試及評核局 教育評核服務部經理
15:30 – 16:00	答問時間	以上各講者及 蕭偉樂博士 香港考試及評核局 教育評核服務部高級經理 鄧子源先生 香港考試及評核局 教育評核服務部高級經理



General Reminder



Briefing Session on Electronic Territory-wide
System Assessment (e-TSA) Pilot 2026
(Primary 6) on 23 April 2026 (Thursday)



General Reminder

- Deputy Assessment Administration Supervisor (DAAS) as a backup
- Written notification to parents on assessment timetable and emergency arrangements
- Schools can still submit any changes on bank account information or student data (including special arrangements) online



by 17 April 2026

General Reminder

- Carry your **mobile phone** during the conduct of assessments and check it regularly so that incoming calls from the HKEAA will not be missed
- Assessment Administration Assistants are not allowed to leave their designated schools throughout the entire assessment administration unless they have special permission of the HKEAA



General Reminder

- In case of emergency, schools should report to the TSA Administration Team at hotlines: **3628 8181 / 3628 8191** immediately
- Schools may also call EDB 24-hour hotline **2891 0088** for any school closure announcement under bad weather condition



General Reminder

- If there is any **irregularity related to the administration of the assessment**, schools should report to the TSA Administration Team via the electronic form at the link below:
[https:// forms.office.com/r/XzTPB4P9mE](https://forms.office.com/r/XzTPB4P9mE)
- If there are no irregularities, there is **no need** to fill out the Irregularity Report.



AAS's Irregularity Report

中文 (繁體)

2026全港性系統評估行政主任 - 異常事項報告

Territory-wide System Assessment 2026

AAS Irregularity Report

注意：如發生特別事故，評估行政主任須於評估當日經網上填寫異常事項報告電子版及提交至考評局。相反，假若沒有特別事故發生，則毋須填寫報告。若說話能力主考員或監考員未有在「說話評估總結表」、「視聽資訊評估總結表」及「紙筆評估總結表」內填報有關評估行政上的特別事故，評估行政主任可以在此表格填報作補充。

NOTE: If there is any irregularity, the Assessment Administration Supervisor should complete the electronic version of Irregularity Report and submit to the HKEAA on the same assessment day. However, if there are no irregularities, there is no need to fill out the Irregularity Report. Assessment Administration Supervisor may use this form to report irregularities regarding the administration of the assessment, which have not been reported by the Oral Examiners or Invigilators on the "Assessment Summary for Oral Assessments", "Assessment Summary for Chinese Audio-visual Assessment" and "Assessment Summary for Written Assessments".

當您提交此表單時，除非您自行提供，否則不會自動收集您的詳細數據，例如名稱和電子郵件位址。

* 必答

1. 全港性系統評估年度

TSA Year *

2026

2. 年級

Level *

小學三年級 Primary 3

小學六年級 Primary 6

中學三年級 Secondary 3

3. 評估模式

Mode of Assessment *

說話及視聽資訊評估 (小學) Oral and Chinese Audio-visual Assessment (Primary Schools)

說話評估 (中學) Oral Assessments (Secondary Schools)

紙筆評估 Written Assessments

4. 學校名稱

Name of School *

輸入您的答案

5. 學校編號

School Code *

輸入您的答案

6. 評估日期:

Assessment Date: *

請輸入日期 (yyyy/M/d)

7. 評估期間發生特別事故內容

Irregularities occurring during the assessment session

請註明時間、異常事項及受影響的學生班號

Please state the Time, Irregularities and Class No. of Affected Student(s) *

輸入您的答案

8. 評估行政主任姓名

Name of Assessment Administration Supervisor *

輸入您的答案

提交


切勿公開您的密碼。 [檢查不當使用](#)



Oral & CAV Assessments



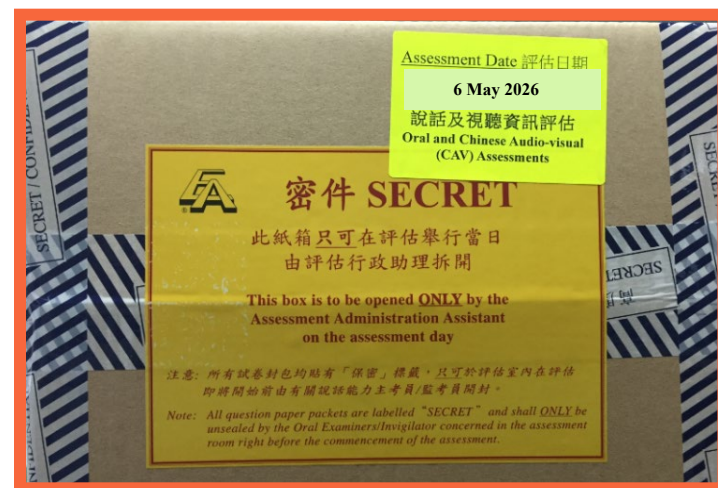
Delivery of Assessment Materials

-  **GOLDEN** is appointed
- 4 May (P.3), 8 or 11 May (P.6)
- AM schools: 9:00 a.m. to 1:00 p.m.
- Whole-day schools: 9:00 a.m. to 5:00 p.m.
- To be received by the Assessment Administration Supervisor (AAS)
- An **SMS reminder** will be sent to AAS
- Keep the box INTACT



Delivery of Assessment Materials

- The **assessment date** is given on the SECRET label of the carton
- Write down the total number of cartons received on the courier's receipt acknowledgement
- Ensure that the school name and school code shown on the carton box of assessment materials are **fully accurate**



Delivery of Assessment Materials

Call HKEAA immediately if:

1. the materials of another school is received
(Read the label only, do **NOT** open the cartons)
2. the materials have not arrived by 5:00 p.m.
3. any carton is damaged or has been unsealed



Reminder – CAV Assessments

NEW

The Chinese Audio-visual (CAV) Assessment materials are provided as *.mp4 computer files* stored on DVD-ROMs. The files should be played using media player software on a computer instead of a standalone CD or DVD player.

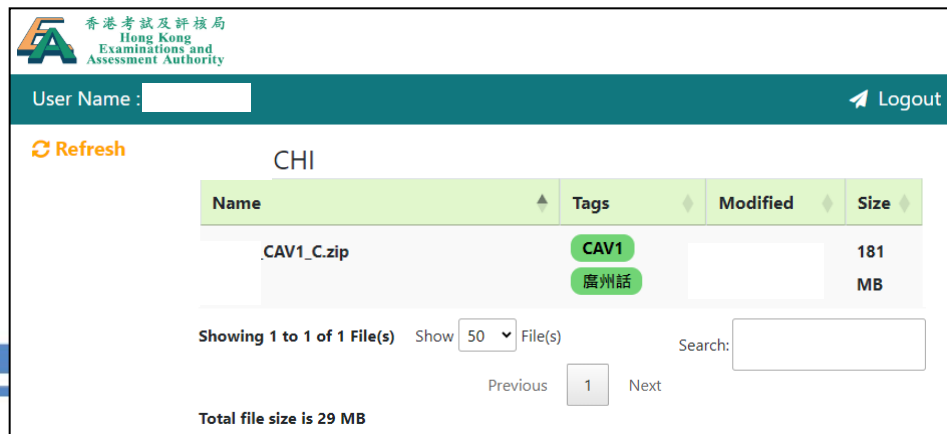
Schools should ensure that a computer equipped with a DVD drive is available in each venue to access these files.



Reminder – CAV Assessment

Schools apply for using downloaded files to conduct the Listening and **Chinese Audio-visual** Assessments due to insufficient suitable players/drives

- Use of the HKEAA's Extranet 2.0 (<https://extranet.hkeaa.edu.hk>)
- Trial download will be conducted from 13 to 17 April 2026



The screenshot displays the HKEAA Extranet 2.0 interface. At the top, the logo of the Hong Kong Examinations and Assessment Authority (HKEAA) is visible, along with the text '香港考試及評核局' and 'Hong Kong Examinations and Assessment Authority'. Below the logo, there is a 'User Name' field and a 'Logout' button. A 'Refresh' button is located on the left side of the main content area. The main content area shows a table with the following columns: 'Name', 'Tags', 'Modified', and 'Size'. The table contains one row with the file name '.CAV1_C.zip', tags 'CAV1' and '廣州話', and a size of '181 MB'. Below the table, there is a 'Showing 1 to 1 of 1 File(s)' indicator, a 'Show' dropdown menu set to '50', and a 'File(s)' label. There is also a 'Search:' input field. At the bottom, there are 'Previous' and 'Next' navigation buttons, with the number '1' in the center. The total file size is indicated as 'Total file size is 29 MB'.

Name	Tags	Modified	Size
.CAV1_C.zip	CAV1 廣州話		181 MB



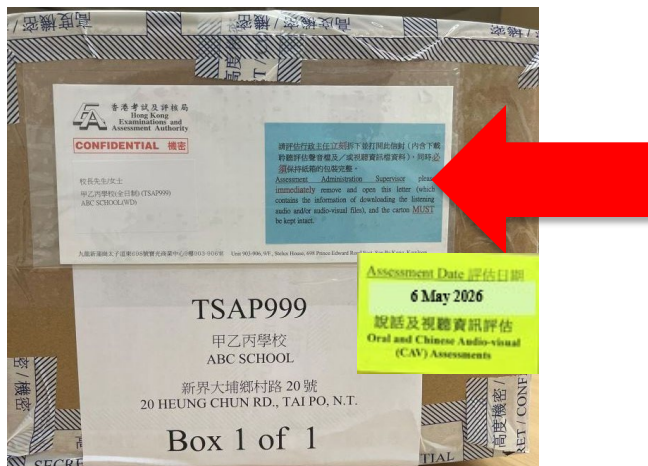
Reminder – CAV Assessment

Schools apply for using downloaded files

- Online delivery of Listening audio files and **Chinese audio-visual files**
- Two-layer passwords

1. Login Password for Download

- Stuck **outside** the material carton
- To be **removed** and opened by the AAS **once receiving the carton**



Delivery of Assessment Materials

If EDB announces that primary schools are to be closed due to bad weather or whatever reasons, the delivery will be postponed to

P.3: 5 May 2026 (Tuesday)

P.6: 12 May 2026 (Tuesday)



Pre-assessment Preparation

- Remind the students to bring their **student cards** on the assessment day

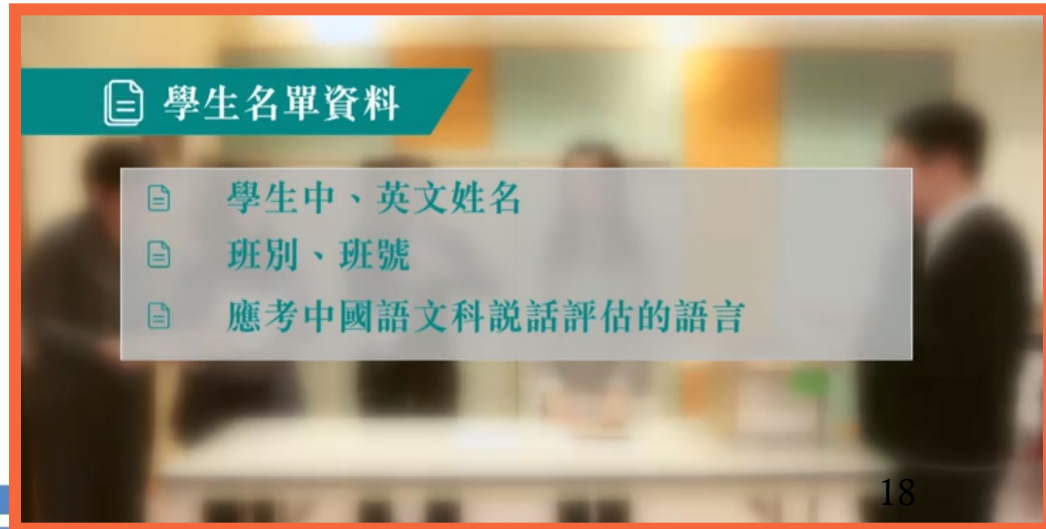


- Remind the students not to bring their **mobile phones** to the assessment room



Pre-assessment Preparation

- Prepare **3 sets** of student list for each class with Chinese names, English names, class name, class numbers and **the language to be used in the Chinese Oral Assessment** for each pair of Oral Examiners and AAA for attendance taking



Pre-assessment Preparation

- Arrange to turn down or turn off the school bell in order to minimize disturbance to the participating students
- Arrange a room, a classroom, school hall or activity room that can accommodate 30 students to take the **CAV**
- Arrange a common **waiting area/room** to be close to and/or on the same floor as the two assessment rooms (Chinese Oral and English Oral)



Pre-assessment Preparation

- **Test the AV/IT equipment and amplifier** for the CAV Assessment one working day before the assessment
- As a computer is to be used for playing the DVD/file in the CAV Assessment, the school staff with sufficient technical background should switch off the **power saving function of the computer screen** so as to facilitate the smooth conduct of the assessment



Work of AAS & AAA

- Instructions to AAA in the Quick Guide Part 5a & 5b

十、 評估行政主任與評估行政助理的分工

評估進行前	
評估行政助理	評估行政主任
<ul style="list-style-type: none">▪ 檢查及開啟評估物料紙箱▪ 分發相關評估物料及電腦條碼予說話能力主考員▪ 開啟「學生抽樣名單」信封及分發名單予評估行政主任及說話能力主考員▪ 檢查評估室已佈置妥當	<ul style="list-style-type: none">▪ 完成佈置評估室及安排等候室／等候區▪ 向說話能力主考員及評估行政助理提供學生名單（包括學生應考中國語文科說話評估的語言）▪ 安排 2 名學校職員負責帶領被選中的學生參與評估

Oral Examiners' Handbook

- Detailed working procedures of the Oral Assessments can be found in the Oral Examiners' Handbook, a copy of which can be downloaded at **TSA News dated 5 March 2026** from the BCA Website: www.bca.hkeaa.edu.hk



全港性系統評估 > 小學 > 全港性系統評估消息

- ➔ 簡介
- ➔ 全港性系統評估消息
- ➔ 評估試卷及評卷參考

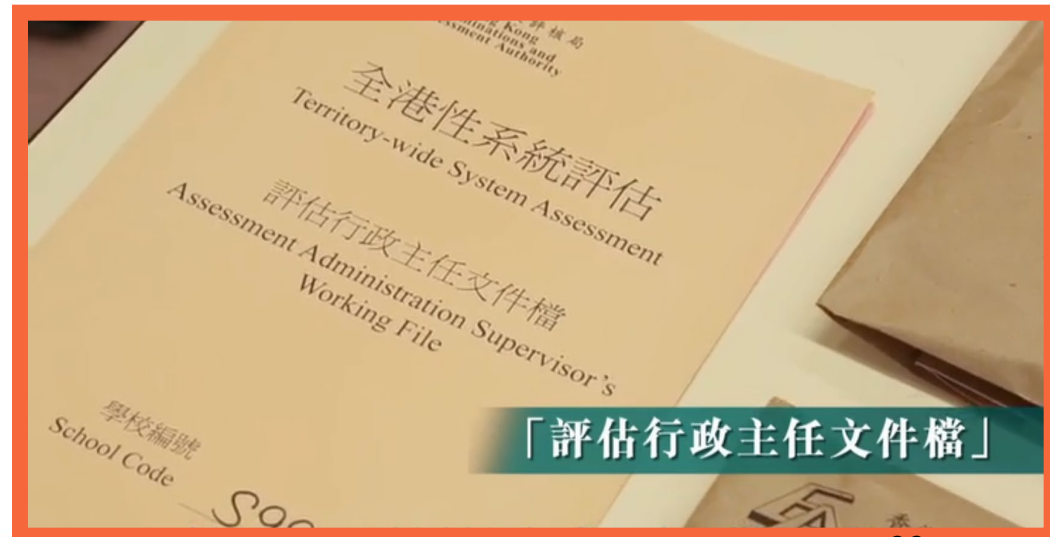
全港性系統評估消息

[05-03-2026](#)

2026年全港性系統評估(小學)
說話能力主考員須知

AAS's Working File

- Checklist for AAS
- Hyperlink for the **electronic version of Irregularity Report**
- AAA's Attendance Record



Student Sample List (P.3)

- All WS0, WS3-WS7 students are not included in the Student Sample List
- If any WS0, WS3-WS7 students are still found on the Student Sample List, AAS can report to the Oral Examiners via AAA. **It is NOT necessary to replace them by other students.**
- The Student Sample List is generated from the school data submitted as at **23 February 2026**



Student Sample List (P.3)

香港考試及評核局 20XX年全港性系統評估(小學)
 HONG KONG EXAMINATIONS AND ASSESSMENT AUTHORITY
 Territory-wide System Assessment 20XX (Primary Schools)

TSA/P

說話評估抽樣編號名單 Oral Assessment - Student Sample List

學校編號(School Code) : P999
 學校名稱(School Name) : 甲乙丙學校(WD)
 ABC SCHOOL(WD)

班別(Class) : 3A

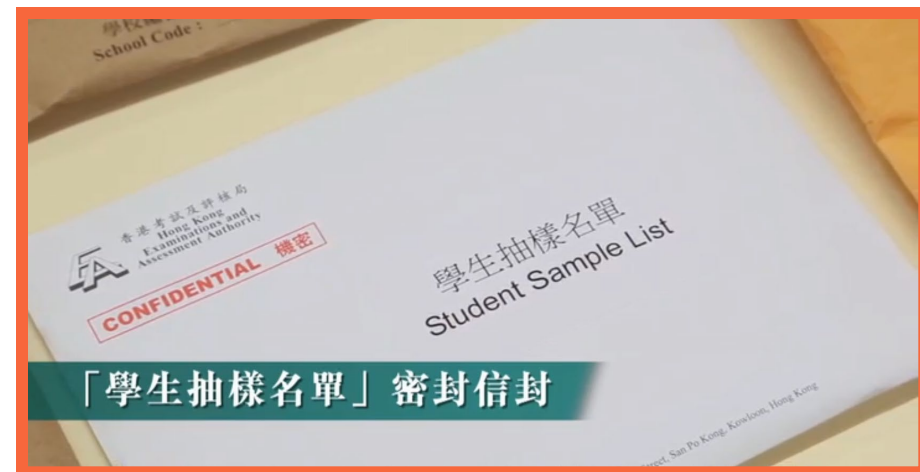
項目Component 班號Class No.	中文科			English	班號 Class No.
	視聽資訊	看圖說故事	小組交談	Individual Assessment	
01*					01*
02*	正選				02*
03	正選				03
04					04
05	正選				05
06*		正選B			06*
07					07
08				Selected	08
09	正選				09
10		正選A			10
11				Selected	11
12					12
13				Selected	13



*** WS1 students – they have to participate in the Chinese Oral & CAV Assessments if selected**

Student Sample List (P.6)

- All WS0, WS3-WS7 students are not included in the Student Sample List
- If any WS0, WS3-WS7 students are still found on the Student Sample List, AAS can replace them with the students on reserve and report to the Oral Examiners via AAA
- The Student Sample List is generated from the school data submitted as at **23 February 2026**



Student Sample List (P.6)

香港考試及評核局 20XX年全港性系統評估(小學)
 HONG KONG EXAMINATIONS AND ASSESSMENT AUTHORITY
 Territory-wide System Assessment 20XX (Primary Schools)

TSA/P

說話評估抽樣編號名單 Oral Assessment - Student Sample List

學校編號(School Code) : P999
 學校名稱(School Name) : 甲乙丙學校(WD)
 ABC SCHOOL(WD)

班別(Class) : 6A

項目Component 班號Class No.	中文科			English	班號 Class No.
	視聽資訊	看圖說故事	小組交談	Individual Assessment	
01*				Reserve	01*
02*	正選				02*
03	正選				03
04					04
05	正選				05
06*		正選B			06*
07	(後備)				07
08				Selected	08
09	正選				09
10		正選A			10

Select the lowest class no. along the appropriate column of the same class



* WS1 students – they have to participate in the Chinese Oral & CAV Assessments if selected

Time of Assessment

- All schools should start the assessment at 8:45 a.m.
- A flexibility of no more than 15 minutes is allowed
- Conduct **CAV Assessment first** and then Chinese and English Oral Assessments in parallel



Support to NCS (WS1)

- Bilingual (Chinese and English) instructions for **Chinese Oral and CAV** will be provided to schools with NCS students
- The Oral Examiners will distribute them to NCS students before the commencement of the **Oral Assessment**



<div style="border: 1px solid black; display: inline-block; padding: 2px;">6 C A V 1</div>		<div style="border: 1px solid black; padding: 2px;"> 供非華語學生使用 For Non-Chinese Students </div>
教育局 20XX 年 全港性系統評估 小學六年級 中國語文 閱讀及聆聽——視聽資訊評估	Education Bureau Territory-wide System Assessment 20XX Primary 6 Chinese Language Reading & Listening — CAV	
學生須知： 1. 本卷共有 13 題，全部題目均須作答，評估時限約 15 分鐘。 2. 必須在答題簿內的適當位置作答。	Instructions: 1. There are 13 questions in the Question-Answer Booklet. Answer all questions. Time allowed is about 15 minutes. 2. Write your answers in the spaces provided in the Question-Answer Booklet.	

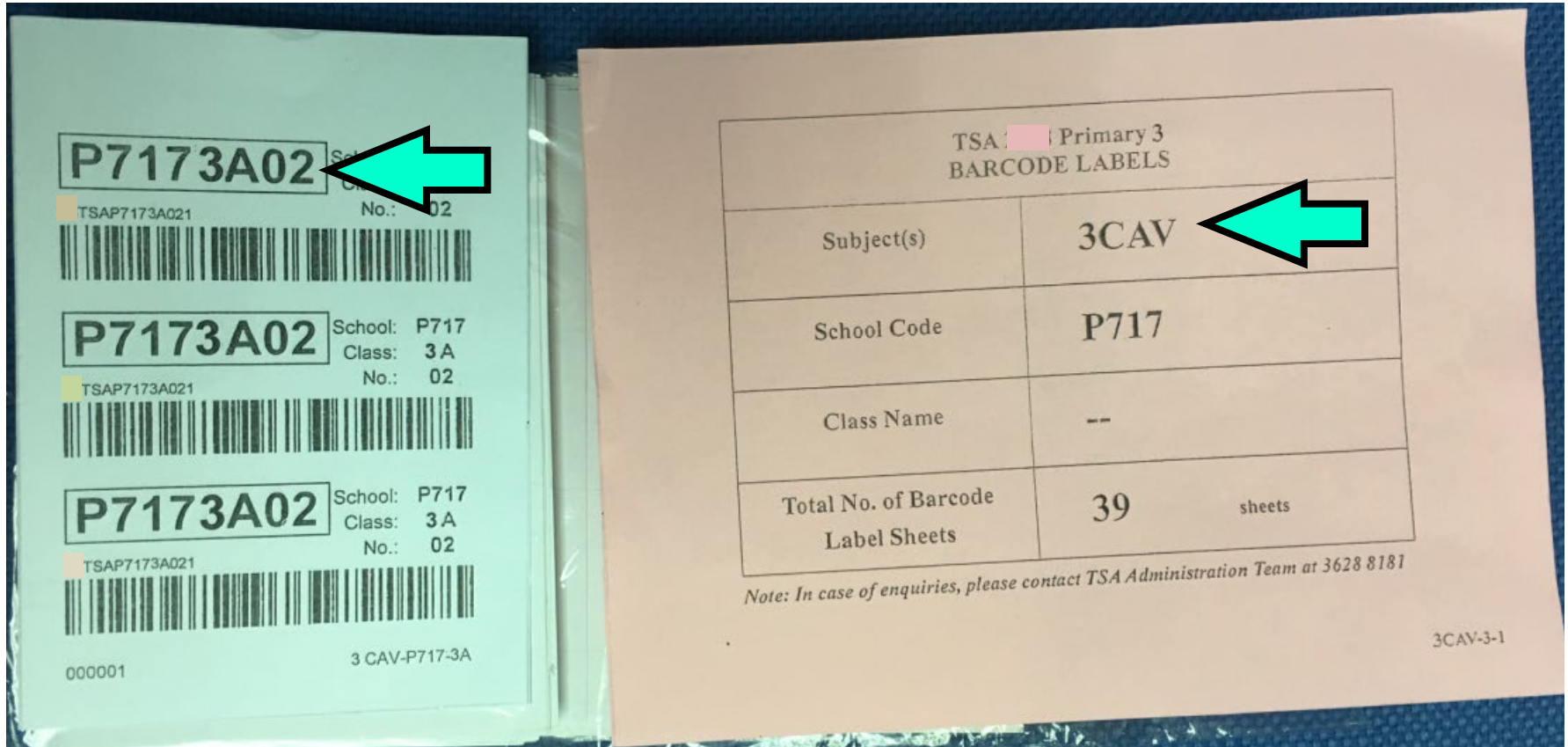
<div style="border: 1px solid black; display: inline-block; padding: 2px;"> 供非華語學生使用 For Non-Chinese Speaking Students </div>		<div style="border: 1px solid black; display: inline-block; padding: 2px;">6 C S P</div>
教育局 20XX 年 全港性系統評估 小學六年級 中國語文 說話評估—口頭報告	Education Bureau Territory-Wide System Assessment 20XX Primary 6 Chinese Language Speaking — Oral Presentation	
學生須知： 1. 準備時間為三分鐘。 2. 細心閱讀題目，然後根據題目的要求作口頭報告，限時 <u>一分鐘</u> 。	Instructions: 1. You have 3 minutes for preparation. 2. Read the question carefully. Do your presentation in 1 minute based on the information provided.	

Support to NCS (WS1) Students in CAV

- Two special DVDs/One special file, with all questions and options read aloud, will be provided to schools with WS1 students
- Schools MAY choose to **use the special DVD/file** or not. If they choose to do so, the NCS students will have to take the assessment separately in another classroom or computer room. The internal backup Chinese OE of the school should be served as the invigilator



Barcode labels for CAV



Both P.3 and P.6 Students are required to stick barcode labels on the CAV QA booklets

After CAV Assessment

- Both P.3 and P.6 Chinese Oral Examiners should ensure **barcode labels** have been properly stuck on to the answer scripts before dismissing the students
- The Chinese Oral Examiners should return 2 envelopes with all CAV scripts and surplus materials right after the CAV Assessment
- Verify and sign on the “Assessment Summary for CAV Assessment”



After CAV Assessment

- Mark “**Defective**” or “**Wrong Content**” on the DVD envelope if the given DVD is found defective or problematic content-wise
- Return the problematic DVD together with the Assessment Administration Supervisor’s Working File to the HKEAA for follow-up actions



說話評估總結表

Assessment Summary for Oral Assessments

此表格資料由說話能力主考員填寫，評估行政主任確認
Information to be completed by Oral Examiners and endorsed by Assessment Administration Supervisor

2026 年全港性系統評估 (小學)
Territory-wide System Assessment (Primary Schools) 2026
說話評估總結表
Assessment Summary for Oral Assessments

學校名稱 Name of School:	上午校 / 下午校 / 全日制* A.M. / P.M. / W.D.*	學校編號 TSA School Code: TSAP ____
科目* Subject*:	中國語文科說話評估 Chinese Oral Assessment	英國語文科說話評估 English Oral Assessment
參與學生人數 No. of Students Participated:	日期 Date:	
		級別 Level:

* 請圈起適用者
Please circle where appropriate

參與學生 (包括補替學生)
Students Participated (including replacement students)

班別 Class	學號 Class Numbers	班別 Class	學號 Class Numbers	班別 Class	學號 Class Numbers
	/ / /		/ / /		/ / /
	/ / /		/ / /		/ / /
	/ / /		/ / /		/ / /

缺席學生 (如適用)
Absentees (if applicable)

學生雖被選中，但由於以下原因，未能參與評估：
List of originally selected students who did not participate in the assessment for the reasons given below:

- A 身體不適或缺席
Sick or absent
- B 未能出示任何身份證明文件 (如手冊、學生證、學校正式文件等)
Unable to produce any identification documents (e.g. handbooks, student cards, official school documents)
- C 其他 (請簡述原因)
Others (Please briefly give reasons.)

缺席學生班別/班號 Class/Class No. of Absentee	未能參與之原因 (請在適當方格內填上「✓」號) Reason for not participating (Please put a "✓" in the appropriate box)
	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C 原因 Reason: _____
	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C 原因 Reason: _____
	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C 原因 Reason: _____
	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C 原因 Reason: _____
	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C 原因 Reason: _____

↳ 請轉後頁
Please turn overleaf

缺席學生班別/班號 Class/Class No. of Absentee	未能參與之原因 (請在適當方格內填上「✓」號) Reason for not participating (Please put a "✓" in the appropriate box)
	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C 原因 Reason: _____
	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C 原因 Reason: _____
	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C 原因 Reason: _____
	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C 原因 Reason: _____
	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C 原因 Reason: _____
	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C 原因 Reason: _____
	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C 原因 Reason: _____
	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C 原因 Reason: _____
	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C 原因 Reason: _____

評估時發生的其他特別事故
Other Irregularities Occurring during the Assessment Session

說話能力主考員 1 姓名:
Name of Oral Examiner 1: _____

說話能力主考員 2 姓名:
Name of Oral Examiner 2: _____

評估行政主任姓名:
Name of Assessment Administration Supervisor: _____

Signature
of AAS

簽署:
Signature: _____

簽署:
Signature: _____

Rating AAA

- Rate AAA from 1 (the lowest) to 10 (the highest) and provide comments on the AAA's Attendance Record
- If the rating is lower than 4, the HKEAA will consider **NOT** to appoint the AAA concerned in the future

由評估行政主任填寫 Completed by Assessment Administration Supervisor:

	10	9	8	7	6	5	4*	3	2	1
對評估行政助理的評分 Rating to AAA	非常滿意 Excellent				一般 Acceptable					十分不滿意 Unacceptable
其他意見 (如有需要) AAS's Remarks (optional)	:									

Bad Weather Arrangement

If EDB announces that schools are to be closed:

All assessments of the day will be rescheduled
to 11 May 2026(P.3) / 18 May 2026(P.6)

Collection of assessment materials will be
postponed to 12 May 2026(P.3) / 19 May 2026(P.6)



Frequently Asked Questions

Why a Deputy AAS as a backup is necessary?

In case the designated AAS is unable to fulfill his/her responsibilities on the assessment day, there will be a Deputy AAS to take up his/her role.



Frequently Asked Questions

 **If a selected student is absent, which student can be chosen for the Oral Assessment?**

If a selected P.6 student is absent, s/he can be replaced by a student marked as “Reserve” on the Student Sample List. The replacement should start from the lowest class number of the same class of the specified component.*[refer to Slide 26]* It is not necessary to arrange for replacement for P.3 students.*[refer to Slide 24]*

