

面試影片上載指引

- (1) 請所有申請人於 2021 年 2 月 21 日（星期日）晚上 11 時 59 分或之前上載兩段面試短片至以下網上表格：

Link

<https://forms.gle/fRygSkMNSNhYMhBM6>

QR Code



- (2) 家長可利用有錄影功能的智能手機或數碼攝錄機拍攝學生的面試過程，在錄製過程，請留意時限（每段影片的長度需在 1 分半至 2 分鐘內）。



- (3) 影片須為 .mov, .mp4 或 .wmv 影片格式，其檔案大小不可大於 500 MB。
- (4) 請將兩段影片的檔名存為：
- 自我介紹（英語）
[STRN 編號]_[英文全名(與身分證相同)]_1 (e.g. S1234567_ChanTaiMan_1)
 - 我的校園生活（粵語）
[STRN 編號]_[英文全名(與身分證相同)]_2 (e.g. S1234567_ChanTaiMan_2)
- (5) 重要注意事項：
- ✧ 拍攝過程必須一次過完成，不得進行剪接。
 - ✧ 錄像需為學生原聲，切勿為聲音加入後期製作。
 - ✧ 評核主要在於申請者的中英文語文能力，因此申請者不需要刻意加入任何特效或佈景。

請申請者留意以上事項，否則將影響評分。

(6) 以下是兩種上傳影片的方法：

方法一：利用智能手機或流動裝置上傳影片

<p>(a) 如使用智能手機拍攝，影片已儲存在電話內。另外，你也可以將影片儲存在 SD 卡或上傳影片到 Google Drive 雲端硬碟上</p>	
<p>(b) 進入「申請中一自行分配學位」的網上表格</p>	 <p>The screenshot shows the school's logo and name: 旅港開平商會中學 (Hoi Ping Chamber of Commerce Secondary School). The page title is '申請中一自行分配學位' (Application for Independent Allocation of Places in the First Round). Below the title, it says '第一輪面試 (學生個人短片)' (First Round Interview (Student Personal Video)). A note states: 'The name and photo associated with your Google Account will be recorded when you upload files and submit this form.' There is a red asterisk and the word '*Required' below the note.</p>
<p>(c) 填寫所需資料後，在「請在此上傳面試短片」的位置按下「Add File 新增檔案」按鈕</p>	 <p>The screenshot shows two sections for uploading videos. The first section is titled '請在此上傳面試短片：自我介紹 (英語)' (Please upload your interview video here: Self-introduction (English)). It includes a note: '請將影片的檔名存為 [STRN編號].[英文全名(與身分證相同)].1 (e.g. S1234567_ChanTaiMan_1) (請上傳一段少於500MB的片務)' (Please name the video file as [STRN number].[English full name (same as ID card)].1 (e.g. S1234567_ChanTaiMan_1) (Please upload a video less than 500MB)). Below this is a blue 'Add File' button. The second section is titled '請在此上傳面試短片：我的校園生活 (粵語)' (Please upload your interview video here: My school life (Cantonese)). It includes a similar note: '請將影片的檔名存為 [STRN編號].[英文全名(與身分證相同)].2 (e.g. S1234567_ChanTaiMan_2) (請上傳一段少於500MB的片務)'. Below this is another blue 'Add File' button.</p>
<p>(d) 你可按下「Select files from your device 從您的裝置中選取檔案」按鈕從手機內或 SD 卡內選擇你的影片上傳</p>  <p>若你已將影片上傳到 Google Drive 雲端硬碟上，你也可以在「My Drive 我的硬碟」選擇你的影片</p> <p>注意：影片容量不可大於 500 MB</p>	 <p>The screenshot shows the 'Insert file' dialog box in Google Drive. It has tabs for 'Upload', 'My Drive', and 'Previously selected'. The 'Upload' tab is active. The main area says 'Drag files here' and '— or —' with a 'Select files from your device' button below it. At the bottom, there are 'Upload' and 'Cancel' buttons. Below this, another 'Insert file' dialog box is shown, but it is mostly empty, with a file '0047.MP4 124.01MB' listed in the 'Add more files' section. At the bottom, there are 'Upload' and 'Cancel' buttons and a small note: 'A copy of the selected file will be sent. Once submitted, files cannot be edited or removed.'</p>
<p>(e) 選擇完成後，按下「Upload 上傳」的按鈕</p>  <p>(f) 上傳兩段影片及填寫所有資料後，按下「Submit 提交」按鈕，以完成提交程序</p> 	

方法二：利用桌上電腦或手提電腦上載影片

<p>(a) 如使用電腦上載影片，影片可預先儲存在電腦的硬碟機、SD 卡、USB 儲存裝置或上載影片到 Google Drive 雲端硬碟上</p>	
<p>(b) 進入「申請中一自行分配學位」的網上表格</p>	 <p>旅港開平商會中學 Hoi Ping Chamber of Commerce Secondary School</p> <p>申請中一自行分配學位</p> <p>第一輪面試（學生個人短片）</p> <p>The name and photo associated with your Google Account will be recorded when you upload files and submit this form.</p> <p>*Required</p>
<p>(c) 填寫所需資料後，在「請在此上載學生短片」的位置按下「Add File 新增檔案」按鈕</p> 	 <p>請在此上載面試短片：自我介紹（英語）*</p> <p>請將影片的檔名存為 [STRN編號].[英文全名(與身分證相同)].1 (e.g. S1234567_ChanTaiMan_1) (請上載一段少於500MB的片段)</p> <p>Add File</p> <p>請在此上載面試短片：我的校園生活（粵語）*</p> <p>請將影片的檔名存為 [STRN編號].[英文全名(與身分證相同)].2 (e.g. S1234567_ChanTaiMan_2) (請上載一段少於500MB的片段)</p> <p>Add File</p>
<p>(d) 你可按下「Select files from your device 從您的裝置中選取檔案」按鈕從電腦中選擇你的影片上載</p>  <p>若你已將影片上載到 Google Drive 雲端硬碟上，你也可在「My Drive 我的硬碟」選擇你的影片</p> <p>注意：影片容量不大於 500 MB</p>	 <p>Insert file</p> <p>Upload My Drive Previously selected</p> <p>Drag files here</p> <p>— or —</p> <p>Select files from your device</p> <p>Upload Cancel</p>  <p>Insert file</p> <p>Upload My Drive Previously selected</p> <p>C0047 MP4 124.01M</p> <p>Add more files</p> <p>Upload Cancel</p> <p>A copy of the selected file will be sent. Once submitted, files cannot be edited or removed.</p>
<p>(e) 選擇完成後，按下「Upload 上載」的按鈕</p>  <p>(f) 上載兩段影片及填寫所有資料後，按下「Submit 提交」按鈕，以完成提交程序</p> 	

Interview Videos Upload Guide

- (1) All applicants are required to upload the interview videos on or before 11:59 p.m. on 21 February 2021 (Sunday) via the following Google Form:

Link

<https://forms.gle/fRygSkMNSNhYMhBM6>

QR Code



- (2) Parents can use a smartphone or digital video camera with recording function to shoot the interview videos for students. During the recording process, please pay attention to the time limit (the length of each video should be within 1.5 - 2 minutes).



- (3) The video clips must be in .mov, .mp4 or .wmv video format and the file size of each video should not exceed 500 MB ◦
- (4) Please save the file names of the two videos as:
1. Self-introduction (English)
[STRN number]_[English name(same as HKID)]_1 (e.g. S1234567_ChanTaiMan_1)
 2. My school life (Cantonese)
[STRN number]_[English name(same as HKID)]_2 (e.g. S1234567_ChanTaiMan_2)
- (5) Important Notes:
- ✧ The shooting process must be completed in one go. Video editing is not allowed.
 - ✧ The video must reveal the original voice of the student. Please do not add sound effects to the video.
 - ✧ The main focus of the assessment is the applicant's Chinese and English language proficiency. Thus, the applicant does not need to deliberately add any special effects or background in the video.

Applicants must pay attention to the above matters, otherwise the score may be affected.

(6) Two ways to upload the videos:

Method 1: Upload videos using smartphones or mobile devices

<p>(a) If you are using a smartphone to shoot the interview videos, the videos will be stored in the phone. You can also save the videos to a SD card or upload them to Google Drive</p>	
<p>(b) Enter the Google Form named "Application for Secondary 1 Discretionary Places 申請中一自行分配學位"</p>	
<p>(c) After filling in the required information, click the "Add File 新增檔案" button in the respective fields</p> <div data-bbox="444 919 662 989" style="text-align: center;"></div>	
<p>(d) Click the "Select files from your device 從您的裝置中選取檔案" button to select your video from your phone or SD card</p> <div data-bbox="391 1230 716 1289" style="text-align: center;"></div> <p>If you have uploaded the videos to the Google Drive, you may also select the file from "My Drive 我的硬碟"</p> <p>Note: The file size of each video should not exceed 500 MB</p>	
<p>(e) Click the "Upload 上載" button</p> <div data-bbox="488 1682 618 1734" style="text-align: center;"></div>	
<p>(f) After uploading the two videos and filling in all the required information, click the "Submit 提交" button to complete the submission process</p> <div data-bbox="488 1934 626 1986" style="text-align: center;"></div>	

Method 2: Upload videos using desktop or laptop computers

<p>(a) If you are using a computer to upload the interview videos, you should store the videos in the computer drive, SD card, USB flash drive or upload them to Google Drive in advance</p>	
<p>(b) Enter the Google Form named "Application for Secondary 1 Discretionary Places 申請中一自行分配學位"</p>	
<p>(c) After filling in the required information, click the "Add File 新增檔案" button in the respective fields</p>	
<p>(d) Click the "Select files from your device 從您的裝置中選取檔案" button to select your video from computer</p> <p>If you have uploaded the videos to the Google Drive, you may also select the file from "My Drive 我的硬碟"</p> <p>Note: The file size of each video should not exceed 500 MB</p> <p>(e) Click the "Upload 上載" button</p>	
<p>(f) After uploading the two videos and filling in all the required information, click the "Submit 提交" button to complete the submission process</p>	