

參賽作品命名及壓縮檔案示例

Illustrative examples for files naming and compressing

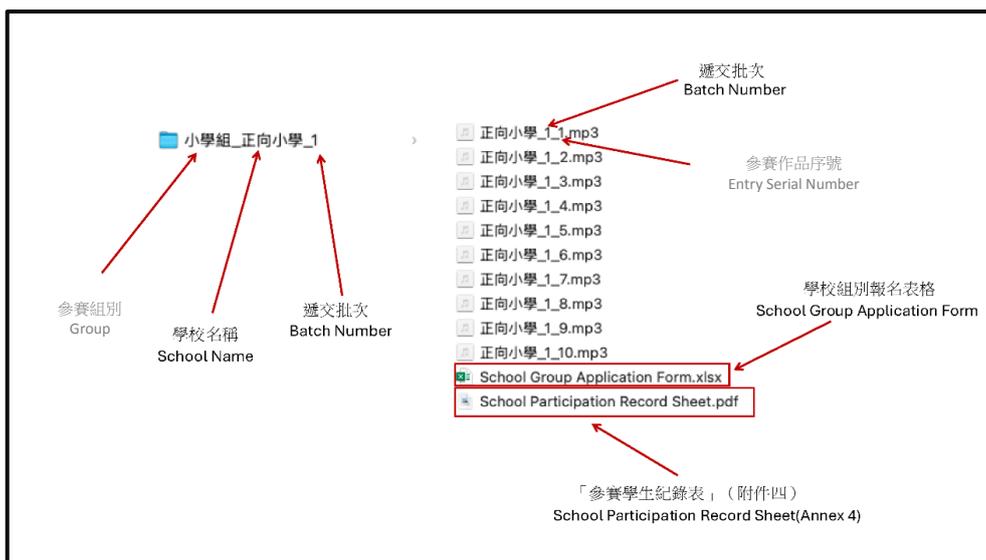
1. 填寫網上報名表格前，學校須於活動網址下載「學校組別報名表格」(School Group Application Form.xlsx)和「學校參賽紀錄表」(附件四)，並完成填寫報名資料。Before filling out the online application form, the school should download the “School Group Application Form” (School Group Application Form.xlsx) and the “School Participation Record Sheet” (Annex 4), and complete the application details.
2. 每個參賽作品的音訊檔案名稱須按此格式命名「學校名稱_遞交批次_參賽作品序號.mp3」，參賽作品序號必須與「學校組別報名表格」內所填的作品序號相同。The audio file of each entry should be named using the format “School Name_Batch Number_Entry Serial Number.mp3”. The Entry Serial Number must correspond exactly to the number entered in the “School Group Application Form”.

例子一： 正向小學老師為第一批學生報名，而在「學校組別報名表格」上該名學生填寫的序號為 8，該學生的參賽作品音訊檔案名稱該為「正向小學_1_8.mp3」。

Example 1: A Teacher of Positive Primary School is submitting the first batch of application online and the student’s entry serial number on the “School Group Application Form” is 8. The audio file name should be “Positive Primary School _1_8. mp3”.

例子二： 正向小學老師為第三批學生報名，而在「學校組別報名表格」上該名學生填寫的序號為 5，該學生的參賽作品音訊檔案名稱該為「正向小學_3_5.mp3」。

Example 2: A Teacher of Positive Primary School is submitting the third batch of application online and the student’s entry serial number on the “School Group Application Form” is 5. The audio file name should be “Positive Primary School _3_5. mp3”.



3. 把同一批次遞交的學生參賽作品的音訊檔案、「學校組別報名表格」及「學校參賽紀錄表」(附件四)一同壓縮成單一 ZIP 檔案，ZIP 檔案名稱須按此格式命名「參賽組別_學校名稱_遞交批次.zip」。All the audio files of entries from the same batch, along with the “School Group Application Form” and the “School Participation Record Sheet” (Annex 4), should be compressed into a single ZIP file. The ZIP file should be named using the format “Group_School Name_Batch Number.zip.”



4. 學校透過網上報名表格，每次只可上傳一個 ZIP 檔案，大小上限為 3GB。上載時，先揀選「選擇檔案」，然後揀選相應的 ZIP 檔案。待 ZIP 檔案上載完畢，請檢查上載的檔案是否正確，然後按「提交」。The school can then upload the ZIP file through the online application form.

Only one ZIP file of at most 3GB file size can be uploaded for each submission. When uploading, choose “Select file” and then select the corresponding ZIP file. After the ZIP file upload is completed, please check if the uploaded ZIP file is correct, then click “Submit”.

上傳壓縮檔案 **Attach the ZIP file**

可上傳一個ZIP檔案，大小上限為3GB。

One ZIP file of at most 3GB file size can be uploaded.

選擇檔案 SELECT FILE

未選擇任何檔案 No file selected