

**Knowing More About IT in Primary Schools**  
**Application Form**  
小學奇趣 IT 識多啲計劃  
申請表格

**Part A: Particulars of the Applicant School**

甲部：申請學校資料

1. **School Name:** (English) **Sample**  
學校名稱： (英文)
- 
- (Chinese) **樣本**  
(中文)
- 
2. **School Code:** **123456**  
學校編號：
3. **School Type:** **Government 官立**  
學校類別：
- 
4. **School Address:** (English) **Sample**  
學校地址： (英文)
- 
- (Chinese) **樣本**  
(中文)
- 
5. **School Website:** **https://www.it-lab.gov.hk/**  
學校網址：
- 
6. **School Principal:** Mr **(English) Surname** **(First name) First Name**  
校長： 先生 **(Surname) (名字)**  
(英文) \_\_\_\_\_  
(中文) \_\_\_\_\_  
(Chinese) \_\_\_\_\_  
(optional) \_\_\_\_\_  
(中文) \_\_\_\_\_  
(可選填) \_\_\_\_\_
- 
7. **Telephone Number:** **12345678**  
電話號碼：
8. **Fax Number:** **12345678**  
傳真號碼：
- 
9. **Email Address:** **xxx@ogcio.gov.hk**  
電郵地址：
-

10. Teacher-in-charge: Mr (English) Surname (First name) First Name  
負責教師：先生 (Surname) (名字)  
(英文) \_\_\_\_\_  
(Chinese) \_\_\_\_\_  
(optional)  
(中文) \_\_\_\_\_  
(可選填)

11. Post: Teacher  
職位： \_\_\_\_\_

12. Telephone Number: 12345678  
電話號碼： \_\_\_\_\_

13. Fax Number: 12345678  
傳真號碼： \_\_\_\_\_

14. Email Address: xxx@ogcio.gov.hk  
電郵地址： \_\_\_\_\_

15. Correspondence Email:  
聯絡電郵地址： \_\_\_\_\_

**Part B: Annual Plan (2021/22 School Year)**

**乙部：年度計劃書（2021/22 學年）**

**I. IT-related activities (extra-curricular activities or co-curricular activities)**

與資訊科技相關的活動（課外活動或聯課活動）

*Please describe the IT-related activities to be held for your students.*

*請說明將為學生舉辦的資訊科技相關活動。*

**IT-related activities 與資訊科技相關的活動**

(a) **Item Number:** 1

編號：

(b) **Title:** (English) Experiencing the latest technology employed in the business world

名稱： (英文)

(Chinese) 體驗商業世界中採用的最新技術

(中文)

(c) **Description (including background, scope, list of activities, how the students are engaged in the activity, would parent also join, plan and schedule (if any)):**

活動說明（包括背景、範圍、活動列表、學生如何參與該活動、家長是否也會參加、計劃及時間表（如有））：

To give a real personal experience for students to know what kind of latest technology are employed by different enterprises, and how technology improves work efficiency and our life quality. Visits are arranged for students to visit different AI enterprises / technology companies / start-ups to understand the latest technology development and how new technology are used. Briefings can be arranged by senior executives to explain the latest technology trend.

(d) **Technology 科技：**

- Artificial Intelligence (AI) 人工智能
- Big Data 大數據
- Blockchain 區塊鏈
- Cloud Computing 雲端運算
- Coding / Algorithm 編程／演算法
- Computational Thinking 運算思維
- Cyber Security 網絡安全
- Digital Game Design and Development 數碼遊戲設計與開發
- Drone Coding 無人機編程
- IoT Coding 物聯網編程
- Mobile App Development 流動應用程式開發

- Robotics Coding 機械人編程
- Virtual Reality (VR) / Augmented Reality (AR) 虛擬實境／擴增實境
- Web Development 網站開發
- Others, please specify 其他，請註明：

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N/A 不適用

**(e) Objective / Primary Intended Outcome (Max 5):**

目標／主要預期成果（最多五項）：

- Cultivate students' interest in IT and foster an IT learning atmosphere at school 培養學生對資訊科技的興趣並在學校營造學習資訊科技的氛圍
- Enable students to keep abreast of new technologies 讓學生了解新科技的最新發展
- Enable students to understand further studies in IT 讓學生了解資訊科技相關的進修資訊
- Broaden students' exposure to the IT industry and career 擴闊學生對資訊科技行業及職業的認識
- Enhance student's computational thinking skills 增強學生的運算思維技巧
- Enhance student's ability to apply the IT knowledge and skills learnt 增強學生應用所學的資訊科技知識及技能的能力
- Foster student's innovative abilities 培養學生的創新能力
- Solicit support from parents for their children to further study or pursue a career in IT or as tech entrepreneurs 獲取家長支持其子女進修資訊科技學科或投身資訊科技行業，或成為科技創業家
- Enrich students' learning experience e.g. competitions, visits, project learning, etc. 豐富學生的學習經驗，例如參與比賽、參觀、專題研習等
- Others, please specify 其他，請註明：

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Further elaboration 進一步闡述：

- Understand the latest technology development trend
- Get the hands on feeling of how technology helps to improve work efficiency and improve people's livelihood
- Develop students' interest in technology development and business applications for incubating future talents

**(f) Other Intended Outcome (if any) (Max 5):**

其他預期成果（如有）（最多五項）：

(i) Enhance students' non-technical ability : 增強學生的非技術能力：

Creativity and innovation 創意與創新

Communication skills 溝通技巧

Presentation abilities 表達能力

Problem solving skills 解難能力

Critical thinking 批判性思考

Learning attitude 學習態度

Self-learning skills 自學技巧

Collaboration skills 合作技巧

Cross-disciplinary skills 跨學科技能

Self-initiative 自發性

Others, please specify 其他，請註明：

(ii) Others 其他：

Contribution to the school community 對學校社群作出貢獻

Contribution to the local community 對本地社區作出貢獻

Others, please specify 其他，請註明：

**(g) Estimated Number of Participating Students:**

100

預計參與學生人數：

Please provide the details of the target beneficiary students (e.g. P1 – P3: 100, P4 – P6: 50, etc.):

請提供受惠學生的詳細資料  
（如小一至小三：100、小四至小六：50等）：

P1 - P6: 100

**(h) Estimated Activity Period: From (mmm/yyyy) 由（月／年）：** Mar/2022  
預計活動日期：

**To (mmm/yyyy) 由（月／年）：** Mar/2022

**(i) Estimated Number of Activity Hours in this School Year (hours):**  
本學年活動的預計時數（小時）：

4

**(j) Mode of Delivery 推行模式：**

Delivered by the school only 只由學校推行



Jointly delivered by the school and external parties 由學校與以下伙伴共同推行：

Academia 學術界



IT Industry 資訊科技業界

<Please specify the external parties>

Professional Associations 專業協會

NGO 非政府機構

Others, please specify the type and name 其他，請註明機構類型及名稱：

Mainly delivered by external parties only (e.g. outsourcing)

Academia 學術界

IT Industry 資訊科技業界

Professional Associations 專業協會

NGO 非政府機構

Others, please specify the type and name 其他，請註明機構類型及名稱：

If the activity is mainly delivered by external parties, please provide the role of the school in delivery and the reasons :

如果活動主要由伙伴推行，請提供學校在推行方面所擔當的角色及原因：

**(k) Activity Type 活動類型：**

- Learning Activities 學習活動

- Organise workshop 舉辦工作坊
  - Organise maker session 舉辦創客活動
  - Organise seminar/webinar/lesson 舉辦研討會／網上研討會／課堂
  - Organise short course/training 舉辦短期課程／培訓
  - Attend external workshop 參與由外界舉辦的工作坊
  - Attend external maker session 參與由外界舉辦的創客活動
  - Attend external seminar/webinar/lesson 參與由外界舉辦的研討會／網上研討會／課堂
  - Attend external short course/training 參與由外界舉辦的短期課程／培訓
  - Others, please specify 其他，請註明：
- 

- Competition 比賽

- Organise intra-school competition 舉辦校內比賽
  - Organise local inter-school competition 舉辦本地校際比賽
  - Organise non-local inter-school competition (Mainland) 舉辦非本地校際比賽（內地）
  - Organise non-local inter-school competition (International) 舉辦非本地校際比賽（國際）
  - Attend local competition 參加本地比賽
  - Attend non-local competition (Mainland) 參加非本地比賽（內地）
  - Attend non-local competition (International) 參加非本地比賽（國際）
  - Others, please specify 其他，請註明：
- 

Competition Type 比賽類型

- IT knowledge 資訊科技知識
- Coding 編程
- Mobile app 流動應用程式
- Robotics 機械人
- Digital game design 數碼遊戲設計
- Hackathon 編程馬拉松
- Datathon 數據馬拉松
- Pitching 商業企劃競賽
- Innovative solutions / prototyping 創新方案／原型開發

Others, please specify 其他，請註明：

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- Exhibition / Expo / Conference / Symposium / Open day 展覽／博覽會／討論會／座談會／開放日
    - Organise intra-school exhibition / expo / conference / symposium / open day 舉辦校內展覽／博覽會／討論會／座談會／開放日
    - Organise inter-school exhibition / expo / conference / symposium / open day 舉辦校際展覽／博覽會／討論會／座談會／開放日
    - Attend exhibition / expo / conference / symposium 參與展覽／博覽會／討論會／座談會
    - Others, please specify 其他，請註明：
- 

- Visit 參觀
    - Visit to local IT organisations for students 安排學生參觀本地資訊科技機構  
<Hong Kong Cyberport, Hong Kong Science Park, etc.>
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- Local field trip in support of the IT-related activities 支援與資訊科技相關的活動的本地實地視察
  - Others, please specify 其他，請註明：
- 

- Others 其他
    - Please specify 請註明：
- 

**(I) Deliverables that can be shared with other schools upon completion**

活動完成後可與其他學校分享的成果：

- **Teaching Materials 教材**
  - Presentation slides 簡報投影片
  - Worksheets 工作紙
  - Sample codes 範例程式碼
  - Teaching notes / videos 教學大綱／短片
  - Others, please specify 其他，請註明：

N/A

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- **Work of Students** 學生作品

- Presentation slides 簡報投影片
  - Images 圖像
  - Videos 短片
  - Others, please specify 其他，請註明：  
N/A
- 

- **Records of Activities** 活動記錄

- Photos 相片
  - Videos 短片
  - Others, please specify 其他，請註明：
- 

(m) **Details of the deliverables to be shared with other schools**

可與其他學校分享的成果之詳細資料

N/A

(n) **Other Relevant Details (if any)** 其他相關資料（如有）

## II. Cost of IT-related activities 與資訊科技相關的活動費用

*The funding under this programme can only be used to organise IT-related extra-curricular activities and procure IT equipment, and related services which are necessary and directly related to the proposed IT-related activities. Generally speaking, the funding for the procurement of IT equipment and related services should not be more than **\$200,000** during the entire programme period. Schools should provide clear and concrete justifications on any expenditure in procuring IT equipment and related services, and explain why such expenditure is required for the proposed IT-related activities. Schools should also provide specific plans on how to fully utilise the IT equipment and related services (such as organising more IT-related activities) within the scope of the Knowing More About IT programme.*

本計劃的資助只可用於舉辦與資訊科技相關的課外活動，及購置擬舉辦的資訊科技相關活動需要及直接相關的資訊科技設備及相關服務。一般而言，在整段計劃期內，購置資訊科技設備及相關服務的資助不能多於 **20 萬元**。學校應就購置任何關乎資訊科技設備及相關服務等的費用提供清晰的實質理據，解釋何以擬舉辦與資訊科技相關的活動需要該等支出，並就如何在「小學奇趣 IT 識多啲計劃」資助範圍內充分利用該等設備及相關服務（例如進行更多與資訊科技相關的活動），提供具體方案。

### (a) IT Equipment and Related Service Charges

#### 資訊科技設備及相關服務費用

*Please describe the hardware, software, cloud services and other items that will be acquired in organising the proposed IT-related activities. The applicant has to provide justifications in the description below showing how the procured IT equipment and professional services will be utilised to organise suitable IT-related activities.*

請說明為擬舉辦的資訊科技相關活動而購置的硬件、軟件、雲端服務及其他項目。申請人必須在以下說明一欄提供理由，述明如何運用所採購的資訊科技設備及專業服務舉辦合適的資訊科技相關活動。

<b>Item No. 編號</b>	1	<b>Activity Item Number (optional)</b> 活動編號 (可選填)	1 : Experiencing the latest technology employed in the business world
<b>Expenditure Item</b> 開支項目	Others 其他		
<b>Description and Justification</b> 說明及理由	N/A		
<b>Estimated Amount (2021/22) (Ballpark in HK\$)</b> 估計金額 (2021/22) (港幣)	\$0	<b>Related Professional and Maintenance Services (2021/22) (Ballpark in HK\$)</b> 相關專業及維修保養服務 (2021/22) (港幣)	\$0
<b>Remarks (optional)</b> 備註 (可選填)			
<b>Other Sources of Funding (optional)</b> 其他資助來源 (可選填)			

**(b) Operating Expenses and Administrative Cost 營運開支及行政費用**

*Please describe the operating expenses and administrative cost that will be required in organising the proposed IT-related activities. The applicant has to provide justifications in the description below showing how the expenses are related in and necessary for organising suitable IT-related activities.*

*請說明為擬舉辦的資訊科技相關活動所需的營運開支及行政費用。申請人必須在以下說明一欄提供理由，述明有關開支如何與舉辦合適的資訊科技相關活動有關並且是必需的。*

<b>Item No. 編號</b>	1	<b>Activity Item Number (optional) 活動編號 (可選填)</b>	1 : Experiencing the latest technology employed in the business world
<b>Expenditure Item 開支項目</b>	Local Transportation Fees 本地交通費		
<b>Description and Justification 說明及理由</b>	Arrange transportation for students to travel between school and the organisation		
<b>Estimated Amount (2021/22) (Ballpark in HK\$) 估計金額 (2021/22) (港幣)</b>	\$? (Please enter the amount based on your estimate/quotations.)		
<b>Remarks (optional) 備註 (可選填)</b>			
<b>Other Sources of Funding (optional) 其他資助來源 (可選填)</b>			

### III. Budget 預算

- (a) The estimated budget in 2021/22 school year is summarised as below.  
2021/22 學年預算費用的摘要如下：

#### Estimated Budget 預算費用

	<b>Estimated Budget in 2021/22 school year (Ballpark in HK\$) 2021/22 學年預算費用 (港幣)</b>
<b>A. IT Equipment and Related Service Charges (Part B II(a))</b> 資訊科技設備及相關服務費用 (乙部 II (a))	
<b>Hardware :</b> 硬件：	\$0
<b>Software :</b> 軟件：	\$0
<b>Cloud Services :</b> 雲端服務：	\$0
<b>Others :</b> 其他：	\$0
<b>Sub-total :</b> 小計：	\$0
<b>B. Operating Expenses and Administrative Cost (Part B II(b))</b> 營運開支及行政費用 (乙部 II (b))	
<b>Sub-total :</b> 小計：	\$?
<b>Total (A + B) :</b> 總計 (A + B)：	\$?

- (b) Please provide the estimated cashflow in 2022/23 and 2023/24 school years below.  
請在下表提供 2022/23 及 2023/24 學年的預計現金流。

### Estimated Cashflow 預計現金流

	<b>2021/22 school year</b> <i>(Estimated Budget)</i> <b>2021/22 學年</b> <i>(預算費用)</i>	<b>2022/23 school year</b> <i>(For reference only)</i> <b>2022/23 學年</b> <i>(只供參考)</i>	<b>2023/24 school year</b> <i>(For reference only)</i> <b>2023/24 學年</b> <i>(只供參考)</i>	<b>Total</b> <b>總計</b>
<b>Estimated Expenditure</b> <b>(Ballpark in HK\$)</b> <b>預計開支</b> <b>(港幣)</b>	\$?	\$? (Please enter the amount based on your estimate)	\$? (Please enter the amount based on your estimate)	\$?

### IV. Additional Information (e.g. relevant school background, vision) 其他資料 (例如相關學校背景、願景)

If there is any additional information that the school wishes to submit for the OGCIO's reference (which will not form part of the application), please include a separate file (.pdf, .doc, .docx, .rtf, .jpg, .jpeg, .png, .zip) of not more than 10MB. For document file, it should contain not more than 4 pages with font size of at least 12pt. Please upload in zip format for multiple files.

如學校希望提交任何其他資料供資料辦參考 (不構成申請的一部分), 請另加一個不超過 10MB 的檔案(.pdf, .doc, .docx, .rtf, .jpg, .jpeg, .png, .zip)。文件檔不應超過四頁, 字體大小為 12pt 或以上。如需上載多個檔案, 請以 zip 檔案格式提交。

N/A

## Part C: Declaration and Commitment

### 丙部：聲明及承諾

- (1) The teacher-in-charge has to print the hard copy with no modification and submit the **true copy** to the following address within five working days following the date of notification with the signature of the school principal on behalf of the school authority and the school chop :

***Knowing More About IT in Primary Schools One-stop Support Centre  
Office of the Government Chief Information Officer  
6/F, North Point Government Offices, 333 Java Road, North Point, Hong Kong  
[Application for the Knowing More About IT in Primary Schools]***

負責老師須在不作修改的情況下列印表格，並在通知日期起計五個工作天內將附有代表校方的校長簽署及學校印章的真實文本送交以下地址：

香港北角渣華道333號北角政府合署6樓  
政府資訊科技總監辦公室  
小學奇趣IT 識多啲一站式支援中心  
「小學奇趣IT 識多啲計劃申請」

- (2) I confirm that : (Please mark “√” as appropriate.)  
本人確認：（請在適當空格內劃上「√」號）

- All information given in this application is true and accurate. I understand that if I wilfully give any false information or withhold any material information, the application will become void and any fund approved will be withheld and any payment made shall be refunded to the OGCIO.

在此申請提供的所有資料均真實準確。本人明白如本人故意提供任何虛假資料或不提供任何關鍵資料，申請將告無效，任何獲批的資助將不予支付，而已支付的任何款項均須退還資料辦。

- The proposed plan is not a replication (i.e. sheer copying without adaptation or new elements) of those I have been conducting / will conduct using funding for similar plan from other Government sources.

建議的計劃不是本人運用其他政府資助一直／將會推行的類似計劃的複製品（即純粹複製而沒有任何修改或加入新元素）。


- If our application is accepted, we will commit with the authorisation of School Management Committee (SMC) / Incorporated Management Committee (IMC) / School Sponsoring Body (SSB) or School Supervisor, as appropriate to
- designing and organising the activities according to our submitted application; and
  - complying with all the obligations and requirements specified in the Application Guidelines of Knowing More About IT in Primary Schools.

如果我們的申請獲得接納，我們將按照校董會／法團校董會／辦學團體或學校校監（視乎何者適用而定）的授權承諾：

- 根據我們所提交的申請設計和舉辦活動；以及
- 遵守「小學奇趣 IT 識多啲計劃申請指引」所訂明的所有義務及要求。

- I have read the "Personal Information Collection Statement" <https://www.it-lab.gov.hk/en/pics.php> and agreed that the personal data provided can be used by the Office of the Government Chief Information Officer for the stated purposes.

本人已細閱「個人資料收集聲明」<https://www.it-lab.gov.hk/tc/pics.php> 並同意所提供的個人資料可供政府資訊科技總監辦公室作所列用途。

<b>Name of School:</b> 學校名稱：	Sample	 <p>School Chop 學校印章</p>
<b>Name of School Principal:</b> 校長姓名：	Surname First Name	
<b>Signature of School Principal:</b> 校長簽署：		
<b>Date (dd/mm/yyyy):</b> 日期（日／月／年）：	10/08/2021	
		OGC0155CCATDHUMG