

# Assignment Guide 家課指南

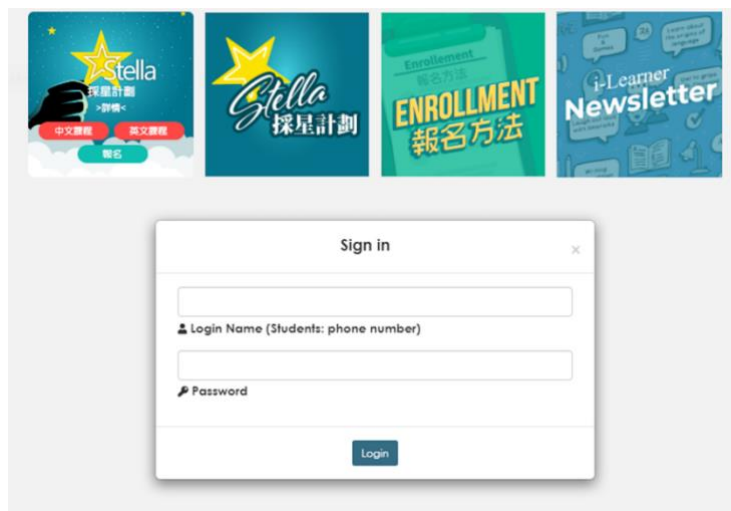
*For Parents and Students 適用於家長和學生*

Uploading homework through the **Assignment Centre** in Vlearner is quick, easy and simple! Your work is sent directly to your teacher for marking who can provide you with feedback on your work, and you can submit corrections!

使用 Vlearner 的 **Assignment Centre** 繳交功課，快捷、簡單又方便！老師會直接收到你的作業，待其批改之後，你亦可以再次上傳改正！

## Finding and Uploading Assignments 查找和上傳功課

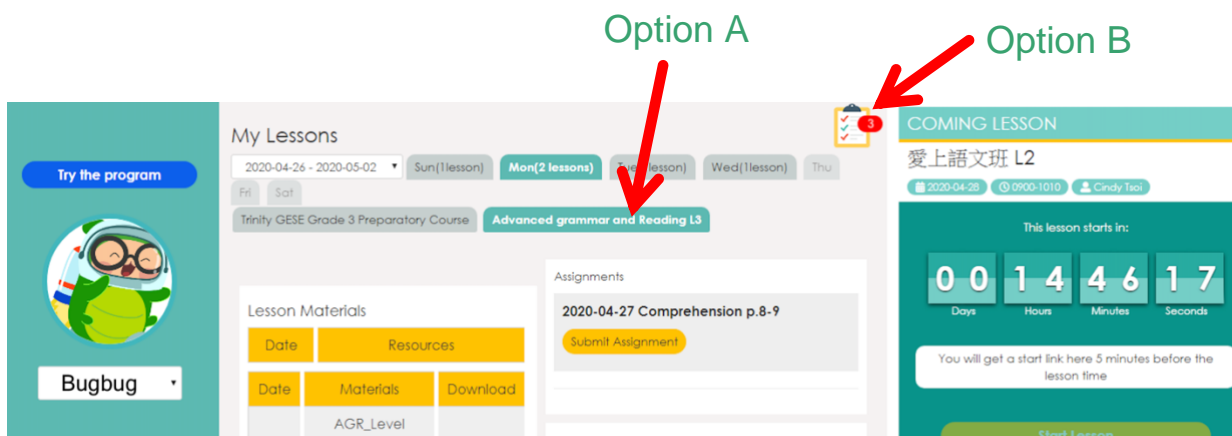
1. Sign into your Vlearner account at <https://vl.i-learner.com.hk/main.php>. 在 <https://vl.i-learner.com.hk/main.php> 登錄你的 Vlearner 賬戶。



2. **Option A)** Select the course you would like to upload homework for and find the assignment set by your teacher. 點擊課程名稱，便可見到該課老師佈置的作業。

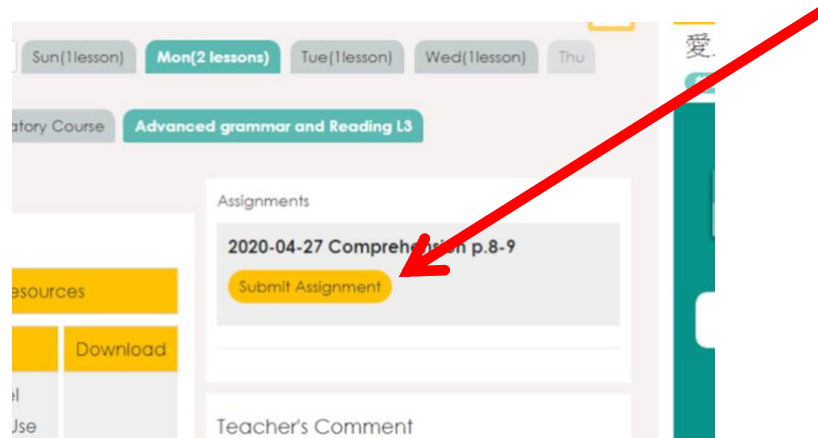
**OR Option b)** Click on the Assignment Centre button on the top right corner to find **all assignments**. 或點擊右上角的「Assignment Centre」按鈕，便可見到所有作業。

**Option A** **Option B**



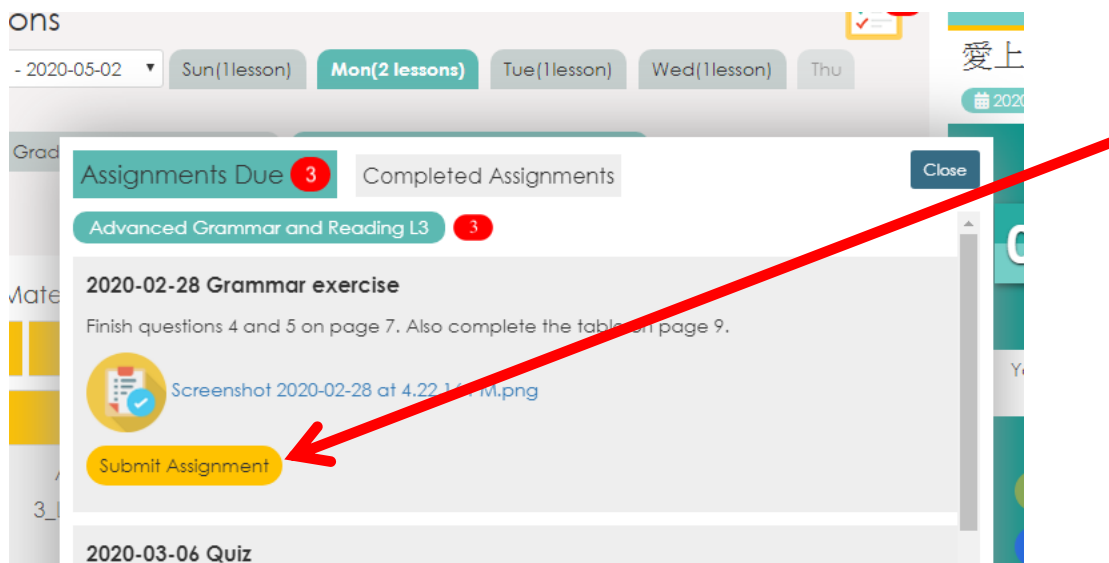
3. Click on 'Submit Assignment'.  
點擊「Submit Assignment」。

### Option A



OR

### Option B

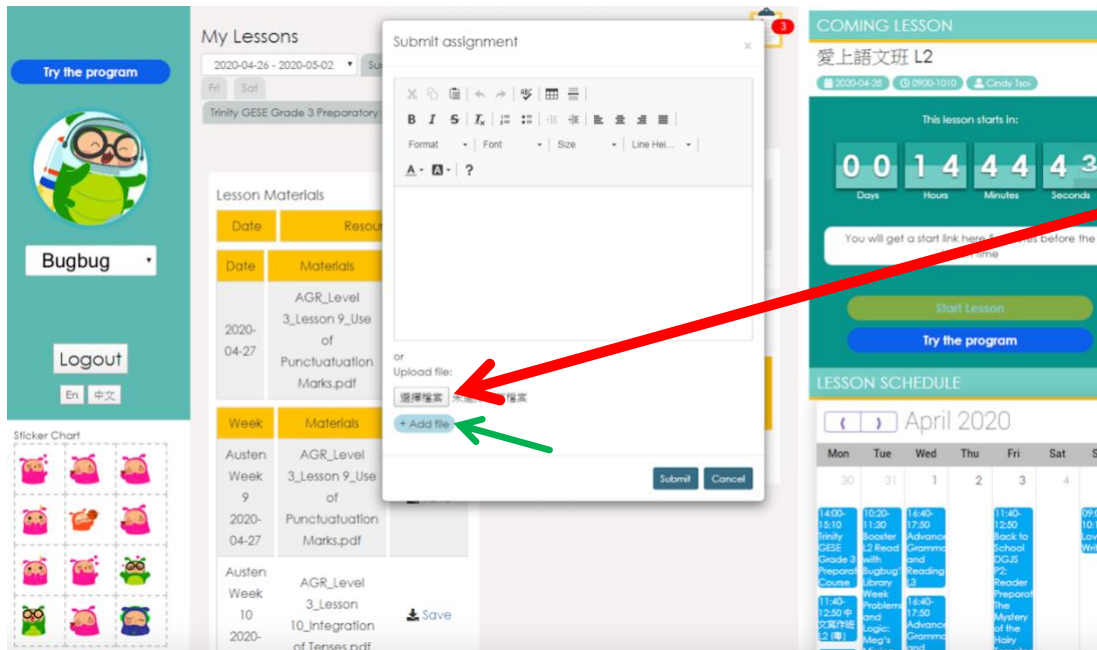


- Type in your homework or choose to upload a file.  
把作業內容輸入文字欄，或直接上傳文件。

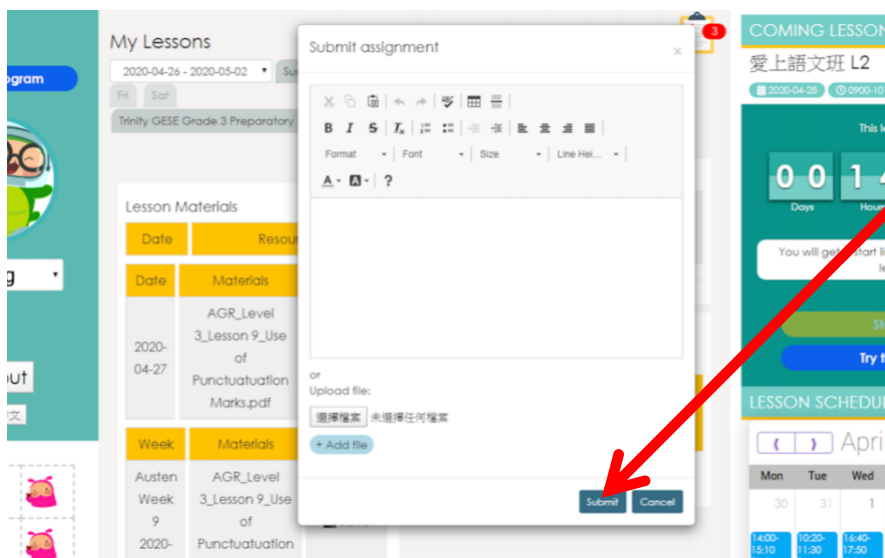
Supported files 支援的文件格式包括：

- Images 圖片 (.jpeg, .png)
- Word documents 文檔 (.doc, .docx)
- Pdf documents (.pdf)

**Tip:** Click '+ Add file' to add multiple files at once.  
點擊「+ Add file」即可一次上傳多個文件。



- Click 'Submit' once you have finished typing in your homework or uploaded a file.  
輸入文字或上傳文件後，點擊「Submit」。

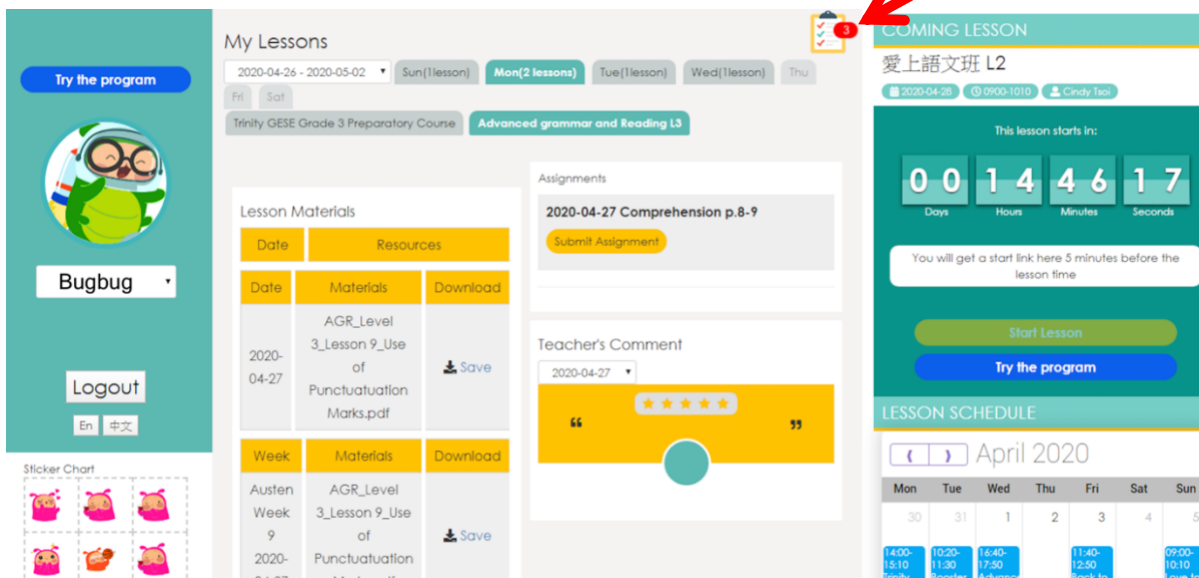


- Finished! Well done! Your teacher will mark your work and provide feedback.  
老師便能收到你的作業，並給予反饋！

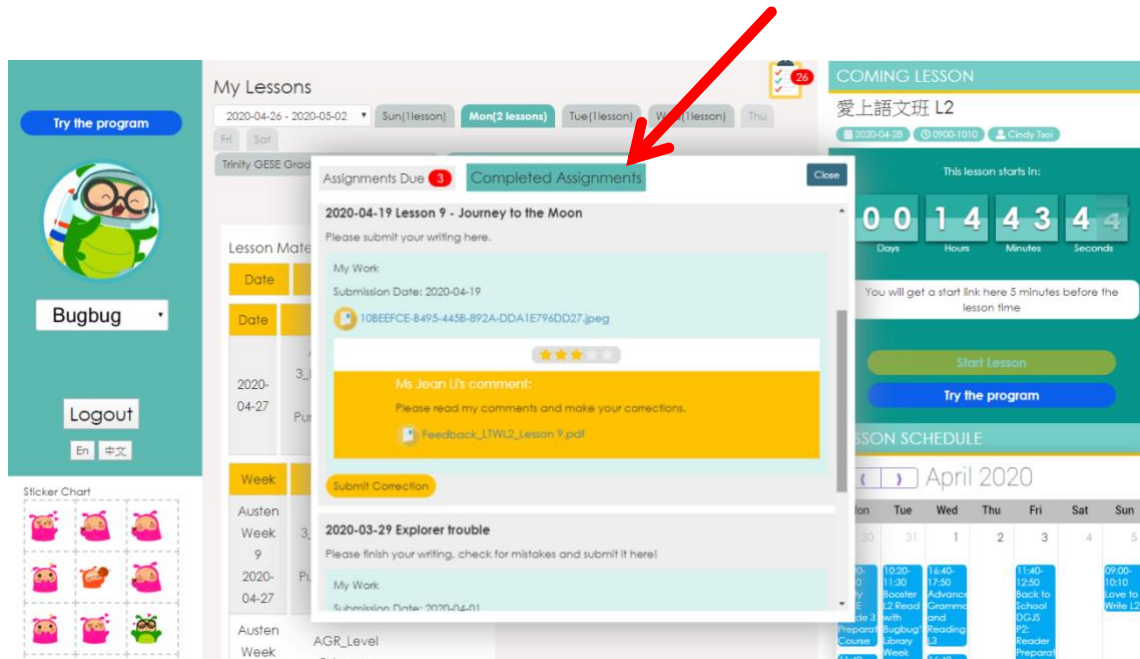
## Receiving Feedback and Submitting Corrections 查看反饋和繳交改正

View your teacher's comments and feedback on your work!  
查看老師對你所繳交的功課的反饋！

1. Click on the Assignment Centre button on the top right corner.  
點選右上角的「Assignment Centre」按鈕。

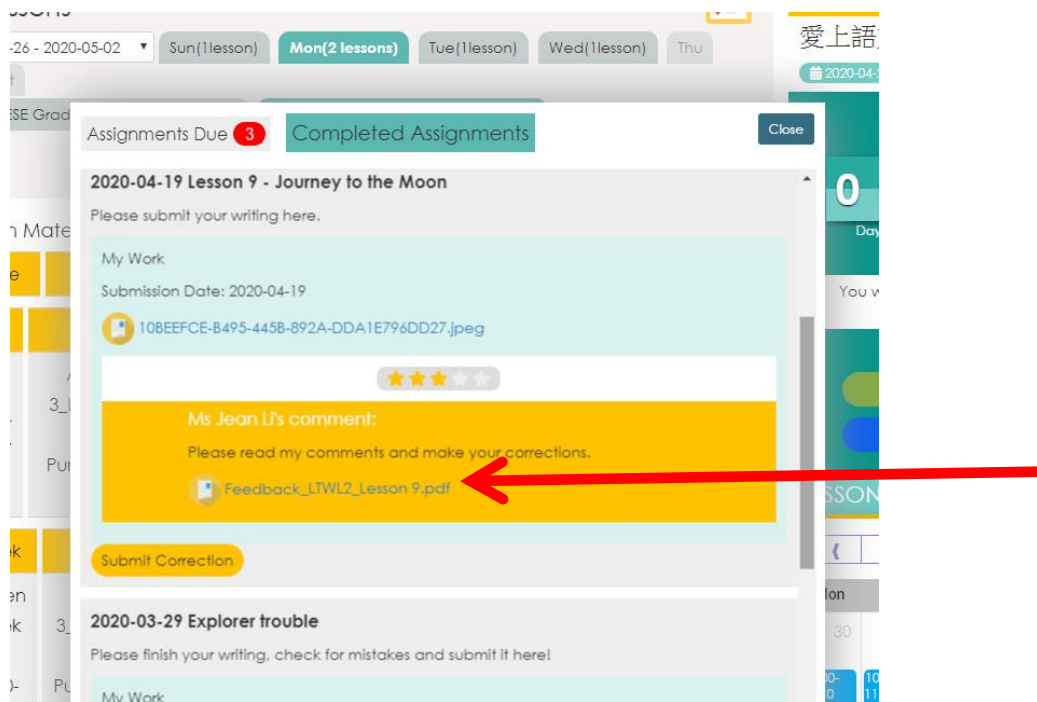


2. Click on 'Completed Assignments' to view feedback from your teacher.  
點擊「Completed Assignments」，查看老師的反饋。



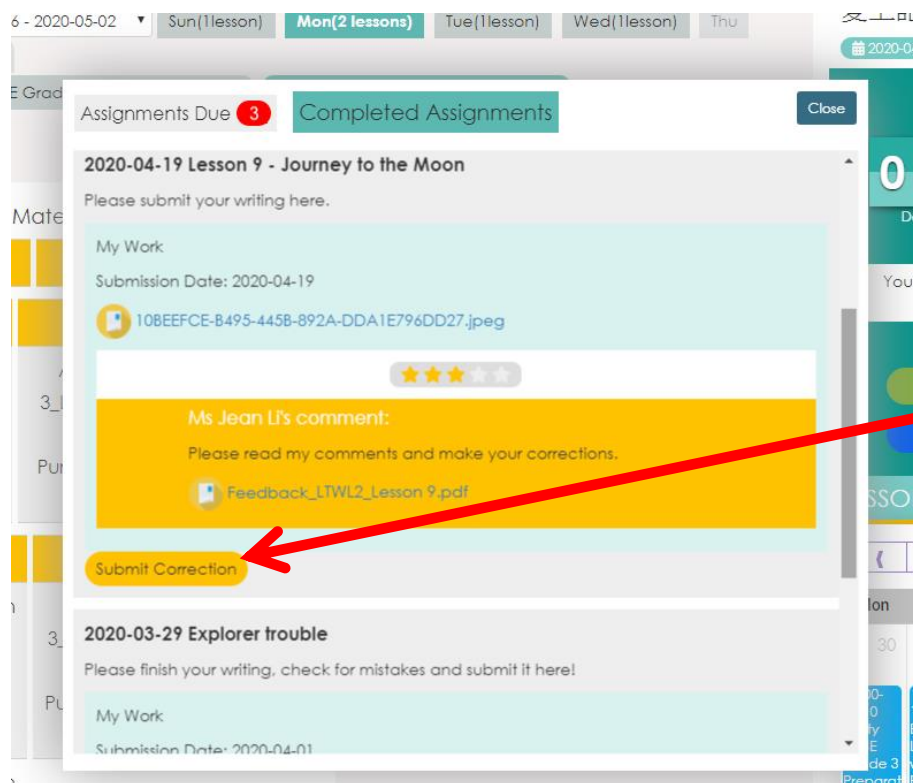
3. Read your teacher's comments and click on the file to view your marked work (where available).

細讀老師的意見，如果之前上載過文件，可以再點擊文件，查看作業是否已被批改過。



4. Complete your corrections, scan and reupload your work by clicking on 'Submit Correction'.

完成改正及掃描（如適用）後，點擊「Submit Correction」，再次上載改正後的作業。



5. Well done! Now wait for your final feedback from your teacher!

完成！現在只需等待老師的最終反饋即可！