



M:FR/E

Final Report of Project Education Bureau
Quality Education Fund Secretariat **Project No. : 2009 / 0268**

Part A

Project Title: Use of New Technology for School Administrative Work

Name of Organization/School: SKH Tsang Shiu Tim Secondary School

Project Period: From 07/10 (month/year) to 07/11 (month/year)

Part B

Please read the Guidelines to Completion of Final Report of Quality Education Fund Projects before completing this part of the report.

Please use separate A4-size sheets to provide an overall report with regard to the following aspects:

1. Attainment of objectives
2. Project impact on learning effectiveness, professional development and school development
3. Cost-effectiveness – a self-evaluation against clear indicators and measures
4. Deliverables and modes of dissemination; responses to dissemination
5. Activity list
6. Difficulties encountered and solutions adopted

**The report should be signed by the supervisor of the school/the head of the organization or the one who signed the Quality Education Fund Agreement for allocation of grant on behalf of the organization.*

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Annex

Table 1: Attainment of Objectives

Objective statement	Activities related to the objective	Extent of attainment of the objective	Evidence or indicators of having achieved the objective	Reasons for not being able to achieve the objective, if applicable
Relieve Teachers' Workload	Use of e-payment	Fully achieved	Teacher are not required to collect fee from students.	
	Taking roll call of students	Fully achieved	An instant and accurate roll call records prepared by the system.	
	Taking roll call of teachers	Fully achieved	Teachers are not required to sign the roster.	

Table 2: Budget Checklist

Budget Items (Based on Schedule II of Agreement)	Approved Budget (a)	Actual Expense (b)	Change [(b)-(a)]/(a) +/- %
Staff Cost	\$40,000	\$38,098.47	-4.75%
Equipment	\$137,000	\$136,890	-0.08%

Table 3: Dissemination Value of Project Deliverables

Item description (e.g. type, title, quantity, etc.)	Evaluation of the quality and dissemination value of the item	Dissemination activities conducted (e.g. mode, date, etc.) and responses	Is it worthwhile and feasible for the item to be widely disseminated by the QEF? If yes, please suggest the mode(s) of dissemination.
N.A.			

Table 4: Activity List

Types of activities (e.g. seminar, performance, etc.)	Brief description (e.g. date, theme, venue, etc.)	No. of participants				Feedback from participants
		schools	teachers	students	others (Please specify)	
N.A.						