

HOW TO SIGN UP FOR SPORTS AND CLUBS **ONLINE!**

This step-by-step guide will show you how to sign your child up for an after-school activity at TIS. Please read through the instructions carefully and pay particular attention to the registration deadlines.

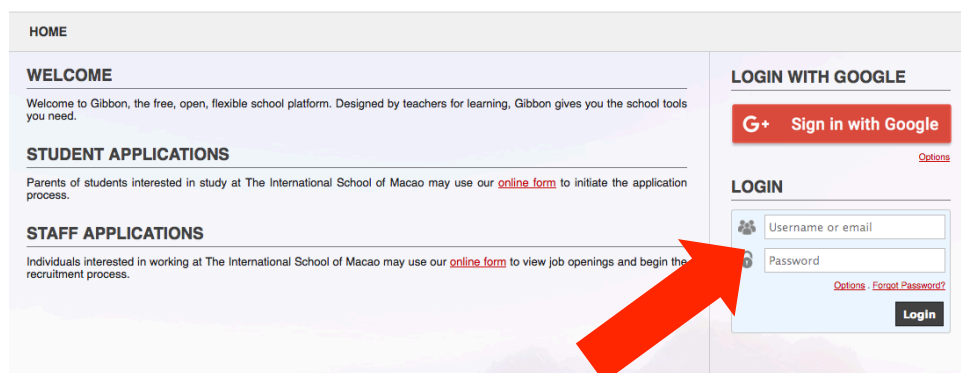
IMPORTANT INFO

- You will need to access your Parent Gibbon Account.
- Each student may register for a **maximum of 1 after-school club** for this school year. Sports teams, Primary Choir, and Primary Musical does not count towards this limit.
- There are 2 sessions of clubs to choose from (#2, #3)
- Additional activities may be available for your child. Information regarding these activities will be made available through your child's homeroom or TAP teachers as they become available.

STEP 1

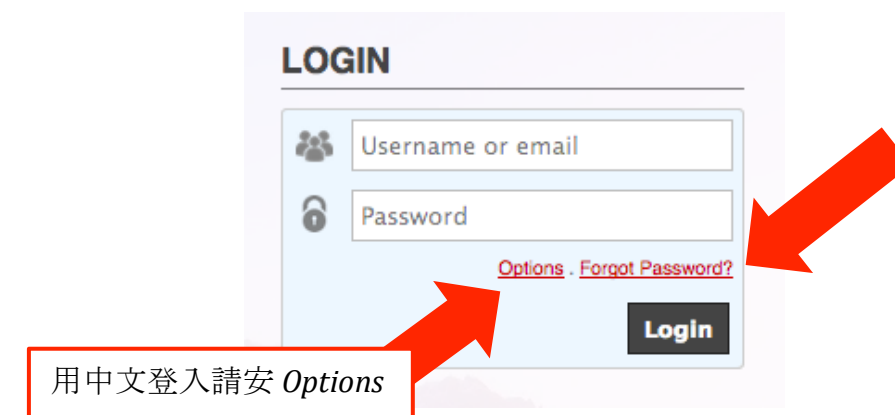
Log into Gibbon with your parent email and password at:

gibbon.tis.edu.mo



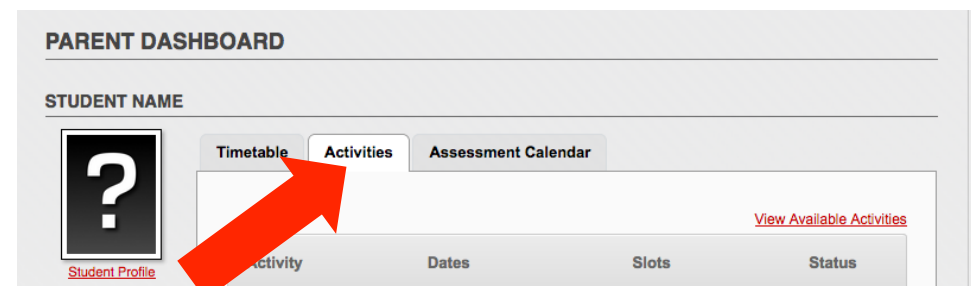
STEP 1 Continued

If you have forgotten your password, you can reset it via the *Forgot Password* link.



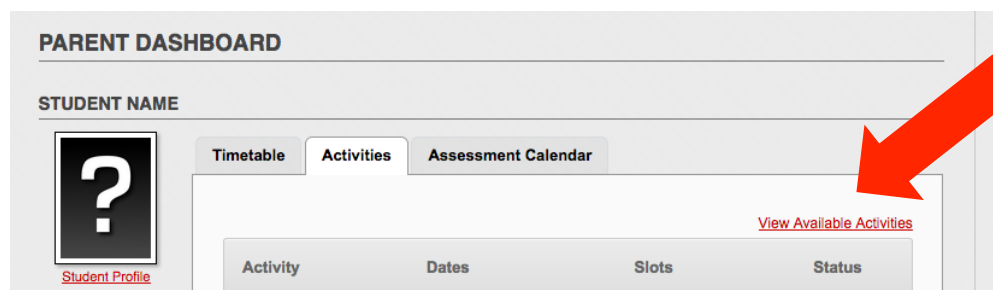
STEP 2

After logging in, you will see the *Parent Dashboard*. Click on *Activities* to access your child's activity options.









STEP 3

Once you are on the *Activities* tab, click on “*View Available Activities*”.






You will now see a list of all the activities available for your child. Click on the “*magnifying glass*” icon to view details about each option. When you have decided on the activity you want to register for, click on the “*register*” icon to sign up.

| ACTIVITIES | | | | | | |
|------------------------------|----------|-----------------------|------------|-------------|-----------|--|
| Activity | Provider | Dates Days | Years | Cost MOP | Enrolment | Actions |
| ECA#2 Arts and Crafts ECA | TIS | Jan - Mar 2018 Mon | G1, G2, G3 | None | |  |
| ECA#2 Board Games ECA | TIS | Jan - Mar 2018 Wed | G1, G2, G3 | None | |  |
| ECA#2 Express It ECA | TIS | Jan - Mar 2018 Mon | G1, G2, G3 | None | |  |
| ECA#2 iPad Club ECA | TIS | Jan - Mar 2018 Tue | G1, G2, G3 | None | |  |
| ECA#2 Junk Modeling ECA | TIS | Jan - Mar 2018 Wed | G1, G2, G3 | None | |  |
| ECA#2 Lego Club ECA | TIS | Jan - Mar 2018 Mon | G1, G2, G3 | None | |  |

STEP 4

Once registration is complete, you'll see that the activity you have successfully signed up for is highlighted in **green** and the status under *Enrolment* should say “*Accepted*”.

| | | | | | | |
|----------------------------|-----|-----------------------|------------|------|----------|---|
| ECA#2 iPad Club ECA | TIS | Jan - Mar 2018 Tue | G1, G2, G3 | None | |  |
| ECA#2 Junk Modeling ECA | TIS | Jan - Mar 2018 Wed | G1, G2, G3 | None | Accepted |  |
| ECA#2 Lego Club ECA | TIS | Jan - Mar 2018 Mon | G1, G2, G3 | None | |  |

If you change your mind and want to change to a different activity, you may do so any time before the registration period ends. Simply click on the “*trash bin*” icon to unregister first, then repeat **Step 3** to enroll in another option.

HELPFUL TIPS

- It is **strongly recommended** that you log into your Gibbon account as soon as possible to become familiar with the interface and the available options.
- Once an activity has reached the maximum number of participants, registration for that activity will no longer be accepted.
- When the registration period ends, each parent will receive an email to confirm his or her selection.
- If you encounter technical difficulties during this process, you may contact gibbonsupport@tis.edu.mo for assistance.

如何網上挑選子女之課後活動

此單張可教大家如何輕鬆上網，逐步為子女挑選學校的課後活動，所以請大家細心閱讀步驟及請留意各活動的截止報名日期

重要資訊

- 家長必須使用 Gibbon 帳號登入
- 每個學年，每名學生最多選擇一項課後活動，但有關活動不包括小學音樂、歌詠團或體育校隊
- 可同時選擇第二期及第三期課後活動（#2, #3）
- 尚有部份的額外課外活動可能適合孩子，有關活動信息可向班主任或 TAP 老師查詢。

第一步：登入

請在以下網址使用家長之電郵地址登入帳號：



gibbon.tis.edu.mo

HOME

WELCOME

Welcome to Gibbon, the free, open, flexible school platform. Designed by teachers for learning, Gibbon gives you the school tools you need.

STUDENT APPLICATIONS

Parents of students interested in study at The International School of Macao may use our [online form](#) to initiate the application process.

STAFF APPLICATIONS

Individuals interested in working at The International School of Macao may use our [online form](#) to view job opportunities and initiate the recruitment process.

LOGIN WITH GOOGLE

Sign in with Google

LOGIN

Username or email

Password

[Options](#) [Forgot Password?](#)

Login

第一步- 續

若忘記密碼，請按「Forgot Password?」重設密碼

LOGIN

Username or email

Password

[Options](#) [Forgot Password?](#)

Login

用中文登入請按 *Options*

第二步：

登入後進入家長版頁，在此可看到活動選項，按「Activities」

PARENT DASHBOARD

STUDENT NAME

[Student Profile](#)

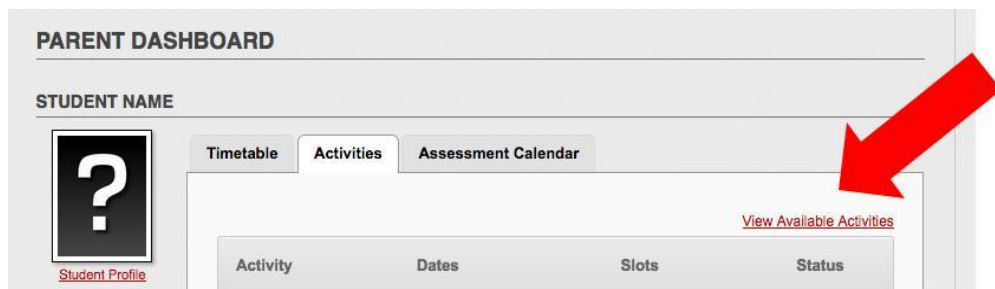
Timetable **Activities** **Assessment Calendar**

[View Available Activities](#)

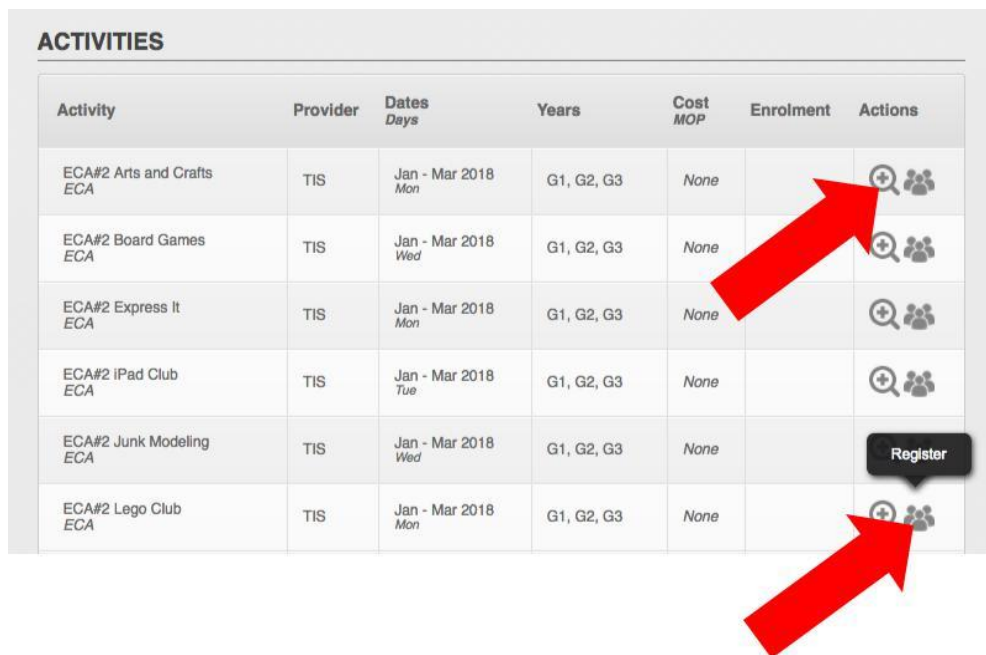
| Activity | Dates | Slots | Status |
|----------|-------|-------|--------|
|----------|-------|-------|--------|

第三步：

請按「View Available Activities」



點擊後可看到多種課後活動。按放大鏡標籤可瀏覽活動詳情。
如已選好參與之活動，請按「register」報名。



第四步：預約

成功報名後，所選之活動會轉為綠色框，且其狀況會顯示「Accepted」。

The screenshot shows the activities table with the 'Accepted' status for 'ECA#2 Junk Modeling ECA'. A red arrow points to the green background of the row, and another red arrow points to the 'Accepted' status in the 'Status' column.

| Activity | Provider | Dates Days | Years | Cost MOP | Enrolment | Status | Actions |
|-------------------------|----------|--------------------|------------|----------|-----------|----------|------------|
| ECA#2 iPad Club ECA | TIS | Jan - Mar 2018 Tue | G1, G2, G3 | None | | | Unregister |
| ECA#2 Junk Modeling ECA | TIS | Jan - Mar 2018 Wed | G1, G2, G3 | None | | Accepted | + trash |
| ECA#2 Lego Club ECA | TIS | Jan - Mar 2018 Mon | G1, G2, G3 | None | | | |

若之後想進行更改，可隨時在截止報名日期前按垃圾筒標籤放棄報名之活動，並重覆第三步驟，重新報名即可。

有用建議

- 強烈建議家長儘快登入 Gibbon 系統以熟悉運作模式。
- 若活動名額已滿，有關活動將停止接受報名。
- 截止報名後，家長會收到電郵以確認活動報名成功。
- 若進行網上報名中途遇上技術上的困難，請透過以下電郵尋求幫助。 gibbonsupport@tis.edu.mo。