



Stanley Ho
Community College



PO LEUNG KUK

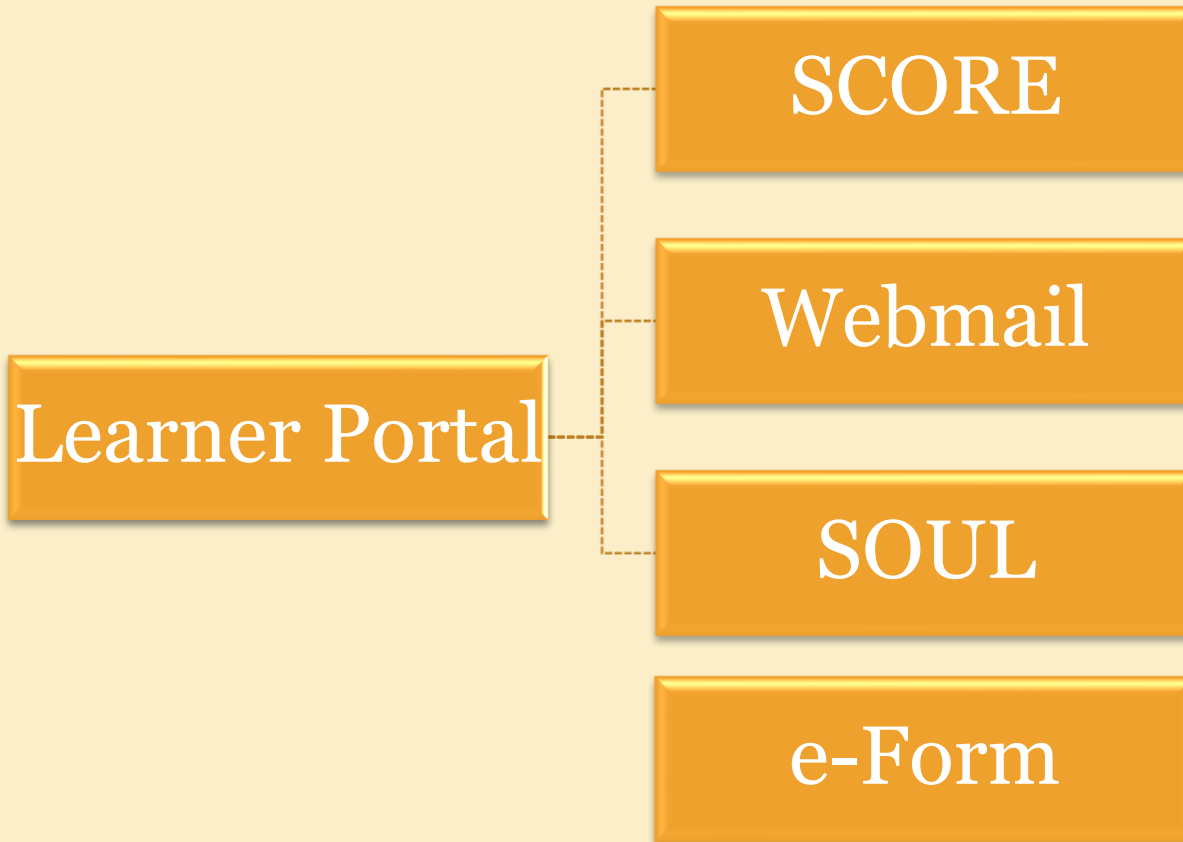
香港大學專業進修學院保良局何鴻燊社區書院

1

THE KEY FUNCTIONS OF E-LEARNING PLATFORMS

HPSHCC eLearning Platforms – Overview

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Overview - eLearning Platforms in HPSHCC

3

1. **Learner Portal**

- Gateway to other systems
- An e-notice board (College to Students)
- Please check everyday

2. **SCORE**

- Students and Course Record System
 - E.g. check class and exam schedule, view assessment results

3. **Webmail**

- Official email system
- Main channel for communications
- Please check at least once or twice a day

4. **SOUL**

- Classroom activities system
 - E.g. Lecture notes downloading, assignment submission, e-attendance taking
- Lecturer → Students

5. **e-Form**

- Online application system

Part 4

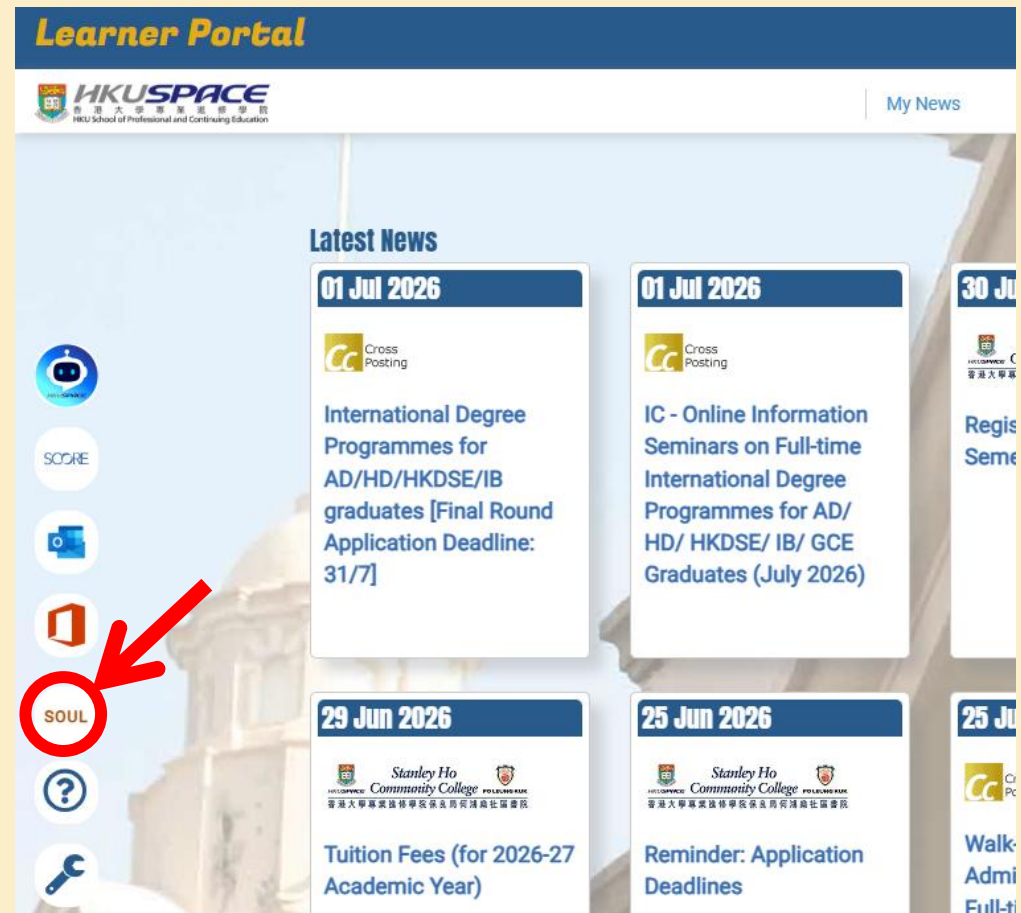
SOUL

Activities inside classroom

SOUL – Overview & Login

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- Click “SOUL” after logging in to Learner Portal
- Access to materials posted by the course lecturers, including:
 - Teaching materials release
 - Assignment submission
- Access to special notices, including:
 - Class cancellation
 - Change of classroom



SOUL – Home Page

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- All courses you are enrolled in will be displayed here

SOUL 3.0
Your Learning *SPACE*

Home HKU SPACE Chat My Microcredentials



My progress

2 New learning resources

1 Assignments due

2 Quiz pending

0 Unread messages

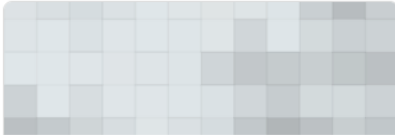
0 Announcements



My courses

HP504 - Higher Diploma in Surveying and Property Management / 測量及物業管理高級文憑
Programme information

OTHERS - My courses



CCEN4004-3-24-25 S2
English for Academic Purposes I / 學術英語
(→)



CCEN4004-HL40-24-25 S2
English for Academic Purposes I / 學術英語
(→)



CCMA4008-3-24-25 S2
Elementary Statistics / 基礎統計學

HKU SPACE e-Services

Useful Links

-  [Learner Portal](#)
-  [Change Password \(Learner\)](#)
-  [HKU SPACE Webmail \(Learner\)](#)
-  [HKU Library](#)
-  [HKU Library Electronic Resources](#)

Plagiarism

Please press [here](#) to know more about plagiarism.

Calendar

June 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

SOUL – View Announcements

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- On a specific course page, click “Announcements” to get all special notices from the course lecturers

The screenshot shows the SOUL course page for CCEN4004-HL40-24-25 S2 English for Academic Purposes I / 學術英語(一). The page has a header with the course title and a navigation bar with tabs: Course, Grades, Competencies, and More. Below the navigation bar, there is a section titled 'General' with a dropdown arrow. Under this section, there are two items: 'Activity Zero: Prompt Engineer' and 'Announcement'. The 'Announcement' item is circled in red, and a red arrow points to it from the right. Below the 'Announcement' item, there is another 'General' section with a dropdown arrow, and under it, there is a PDF icon and the text 'EAP1 Course Syllabus 24-25'.

SOUL – Download Course Materials

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- Click the appropriate file to download the course material if the lecturer has uploaded any document to SOUL

CCMA4008-3-24-25 S2 Elementary Statistics / 基礎統計學

Course Grades Competencies More ▾

▼ **General**

Activity Zero: Prompt Engineer

Announcement

▼ **Course Materials**

Lecture Notes
Uploaded 13/01/25, 22:35

Chapter Exercises
Uploaded 13/01/25, 22:35

Chapter Exercises Solutions
Uploaded 13/01/25, 22:35

Statistical Tables

SOUL – Submit Assignments

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▼ Assignment 1 (In-Class Summary Writing) (30%)

 Submission for the student disclaimer on the use of generative artificial intelligence

 A1 (Summary) Guidelines

Uploaded 17/01/25, 11:10

 A1 (Summary) Rubrics (Student's Version)

Uploaded 17/01/25, 11:10

▼ Assignment 2 (Research Essay) (25%)

 A2 (Research Essay) Guidelines

Uploaded 17/01/25, 11:10

 A2 (Research Essay) Rubrics (Student's Version) (1)

Uploaded 24/03/25, 14:04

 A2 (Research Essay) Cover Page Template

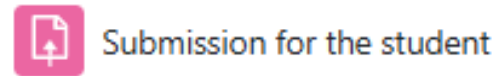
Uploaded 17/01/25, 11:10

 Assignment 2 (Research Essay) Submission

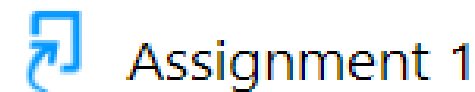
 Sample argumentative essay

Uploaded 23/03/25, 21:51

- **Two submission methods:**
 - 1) **uploading a file to submission folder**



- 2) **submitting a file via Turnitin (for plagiarism checking)**



- **Assignment activity should be created by the lecturer in the course page**

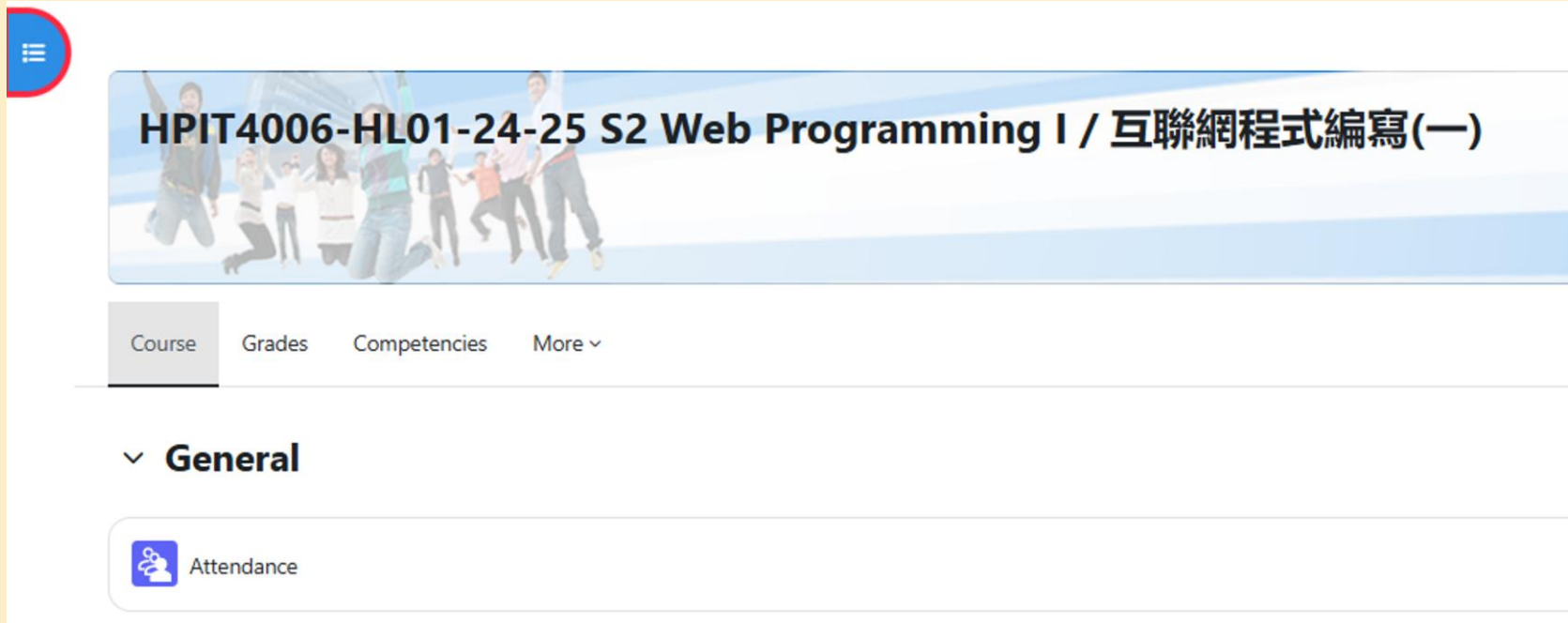
SOUL – E-attendance Taking

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- **Two methods for taking e-attendance:**

Method 1: SOUL Webpage

- **Login to the SOUL Website and select the course for which you wish to take attendance**



SOUL – E-attendance Taking

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Method 1: SOUL Webpage

- Navigate to the attendance page and enter the password displayed by the lecturer
- Please note the password is regenerated every 30 seconds.

SOUL 3.0
Your Learning SPACE

Home HKU SPACE Chat My Microcredentials

HPIT4006-HL01-24-25 S2 / Attendance / Attendance

Attendance

This course All courses All sessions

June All All past Months Weeks Days

Date	Description	Status	Points	Remarks
Thu 26 Jun 2025 6:30PM - 8PM	Regular class session	5623		Submit

Taken sessions: 0
Points over taken sessions: 0 / 0
Percentage over taken sessions: 0.0%

Scan the QR code below to take your attendance



QR code valid for: 26 seconds
Password : 5623

SOUL – E-attendance Taking

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Method 1: SOUL Webpage

- Upon **successful** submission, you will see the confirmation message:
“Your attendance in this session has been recorded.”

The screenshot displays the SOUL 3.0 web interface. The top navigation bar is blue with the SOUL 3.0 logo and links for Home, HKU SPACE Chat, and My Microcredentials. A red circle highlights the menu icon on the left. The main content area shows the breadcrumb 'HPIT4006-HL01-24-25 S2 / Attendance / Attendance' and a section titled 'Attendance' with a group icon. A light blue confirmation message, 'Your attendance in this session has been recorded.', is highlighted with a red rectangle. Below this, there are filters for 'This course', 'All courses', and 'All sessions', along with a date selector for 'June'. A table lists attendance records with columns for Date, Description, Status, Points, and Remarks. The table shows one record for 'Thu 26 Jun 2025 6:30PM - 8PM' with a status of 'Present' and '2 / 2' points. At the bottom, summary statistics are provided: 'Taken sessions: 1', 'Points over taken sessions: 2 / 2', and 'Percentage over taken sessions: 100.0%'.

SOUL 3.0
Your Learning SPACE

Home HKU SPACE Chat My Microcredentials

HPIT4006-HL01-24-25 S2 / Attendance / Attendance

Attendance

Your attendance in this session has been recorded.

This course All courses All sessions

June

All All past Months Weeks Days

Date	Description	Status	Points	Remarks
Thu 26 Jun 2025 6:30PM - 8PM	Regular class session	Present	2 / 2	Self-recorded

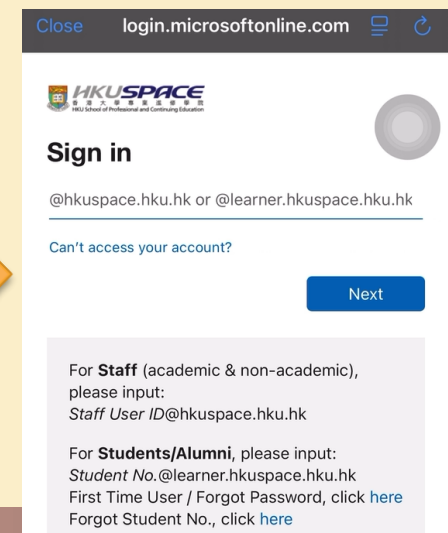
Taken sessions: 1
Points over taken sessions: 2 / 2
Percentage over taken sessions: 100.0%

SOUL – E-attendance Taking

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Method 2: Scan QR code via Smartphone

- Scan the QR code displayed by the lecturer using your smartphone.
- You will be redirected to the SOUL website to log in.
- If you complete the process within 30 seconds, you will see: “Your attendance in this session has been recorded.” Otherwise, you will need to rescan the QR code.
- **Highly recommend downloading the SOUL mobile app, which allows you to stay logged in and avoid repeated logins.**



IT Help on e-Learning Platforms

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- After logging in to LP, click “IT Help” on the left

Learner Portal Hi, [Name] Log Out

HKU SPACE
The Hong Kong University of Applied Sciences
School of Professional and Continuing Education

My News | My Resources | My Events | CareerSPACE

Latest News

- 01 Jul 2026**
Cross Posting
International Degree Programmes for AD/HD/HKDSE/IB graduates [Final Round Application Deadline: 31/7]
- 01 Jul 2026**
Cross Posting
IC - Online Information Seminars on Full-time International Degree Programmes for AD/HD/ HKDSE/ IB/ GCE Graduates (July 2026)
- 30 Jun 2026**
Stanley Ho Community College
Registration for Semester 1, 2026-27
- 29 Jun 2026**
Stanley Ho Community College
Tuition Fees (for 2026-27 Academic Year)
- 25 Jun 2026**
Stanley Ho Community College
Reminder: Application Deadlines
- 25 Jun 2026**
Cross Posting
Walk-in/ Online Admission for 3-Year Full-time UK

All News

Search...

#HKU SPACE PLK SH CC Higher Diploma Year 02 #Student Development Resource Centre #HKU School of Professional and Continuing Education #HKU SPACE PLK SH CC #Cross-Group #Jul 2026 #Jun 2026 #May 2026 #Apr 2026 #Mar 2026 #Feb 2026 #Jan 2026 #Sep 2025 #Jul 2025

International Degree Programmes for AD/HD/HKDSE/IB graduates [Final Round Application Deadline: 31/7]
01 Jul 2026 - Cross-Group

IC - Online Information Seminars on Full-time International Degree

IT Help on e-Learning Platforms

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- Before logging in to LP, click “Contact Us” and scroll down for “Information Technology Services”

Learner Portal Sign In *MyPortal*

HKUSPACE 香港大學專業進修學院
HKU School of Professional and Continuing Education

[HKUSPACE Today](#) [CareerSPACE](#) [General Information](#) [Links and Resources](#) [Contact Us](#)

form.

Title ☒ Mr. ☐ Ms. ☐ Miss ☐ Dr.

Name

Phone number (Optional)

Email

Course Title

☒ Comment ☐ Complaint ☐ Compliment

Validation code

☐ I'm not a robot

reCAPTCHA Privacy - Terms

Personal data provided as part of the feedback will be solely used by our staff for handling the feedback. All cases will be handled in strict confidence and will not affect the students' assessment results in any way.

>> Top

You can seek IT Help via:

- Email
- WhatsApp/ WeChat
- IT Help Chatbot/ Ticket

Information Technology Services

IT Help Contact

it.help@hkuspace.hku.hk

WhatsApp / WeChat: 6803 5480 [Hour of Operation: Monday – Friday: 9am – 10pm; Saturday: 9am – 5pm (Except Public Holidays)]

IT Help Service Ticket System

[Home page](#)

Reminder – Systems and Campus IT Facilities

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System related	Campus IT facilities
• Learner Portal • SOUL • SCORE • Webmail • Password reset	• Students' computers on campus • Campus WIFI connection • College's eForm system
IT Help: <u>it.help@hkuspace.hku.hk</u>	IT Support: <u>it.support@hkuspace-plk.hku.hk</u>

- Please remember the above details and approach **DIFFERENT IT Help** for assistance.

Reminder - Logout

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Remember to logout

If you are using a public computer, it is important for you to **logout before leaving** the computer unattended. Otherwise, others can access your information using the same computer or even alter the data if your account remains logged in. The system will be logged out only when you logout from the Learner Portal and close the browser.



The screenshot shows the HKU SPACE Learner Portal. The top navigation bar is dark blue with the text "Learner Portal" on the left and "Hi" on the right. A red arrow points to a "Log Out" button with a right-pointing arrow icon, which is circled in red. Below the navigation bar, there are links for "My News", "My Resources", "My Events", and "CareerSPACE". The main content area features a "Latest News" section with four news cards. The first card is dated "02 Jun 2025" and titled "IC - Online Information Seminars on Full-time International Degree Programmes for AD/ HD/ HKDSE/ IB Graduates (June 2025)". The second card is also dated "02 Jun 2025" and titled "活動宣傳: 香港青年協會 x Moovup好工速遞「AI帶路」搵工零難度 Career Fair [Chinese Only]". The third card is dated "26 May 2025" and titled "Temporary Suspension of Services of Campus Facilities in Summer 2025". The fourth card is titled "All News" and contains a search bar and a list of news items. On the left side of the page, there are four circular icons labeled "SCORE", "O", "O", and "SOUL".

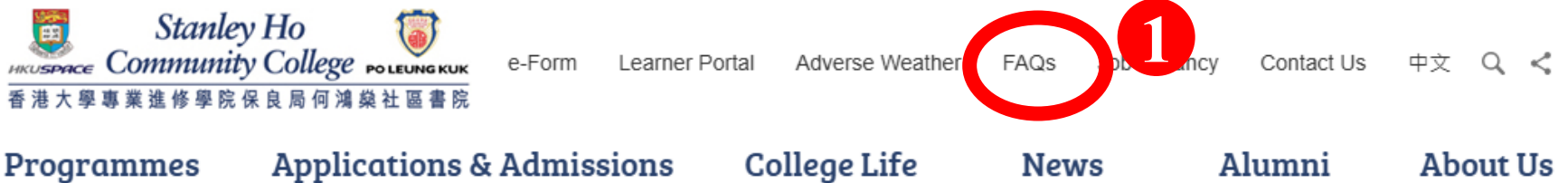
Reminder – Campus WiFi

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Step 1: Click “FAQs” via HPSHCC college webpage at

<https://hkuspace-plk.hku.hk>

Step 2: Click “WiFi Services” under “FREQUENTLY ASKED QUESTIONS” for user guides



FAQs

HOME > FAQs >

FREQUENTLY ASKED QUESTIONS

FAQs

Frequently Asked Questions

WiFi Services

2

Study Subsidy Scheme for Designated Professions/Sectors (SSSDP) >

General Questions >

Reminder – Campus Workstations: Locations

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Workstations are available in the following locations:

- 4/F : Library
- 5/F : Learning Commons
- 6/F : Open Access Lab (Room 601A)
- 6/F – 15/F : Lift Lobby

Reminder – Campus Workstations: Login

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- Username: **Student ID Number**
- Password: **Using the changed password after First Time login to Learner Portal**

Example:

Username: 20091234 **Student ID Number**

Password: Same as Learner Portal

Reminder - Password

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- Remember!

The system password that you have changed affects on

- ALL e-Learning Platforms
 - ✦ i.e. Learner Portal, SOUL, SCORE, Webmail
 - Campus Computer
 - Campus WiFi
 - College eForm system
-
- Please remember the login and password, and do not share it with your schoolmates.

General Enquiry

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General Enquiry:

Tel:	3923 7000
Email:	<u>enquiry@hkuspace-plk.hku.hk</u>

Note:

Please clearly state your name, student number, contact number, name of the programme and level of study in your enquiry email.

THANK YOU