

應用資訊系統英文版操作手冊

一、 登入應用資訊系統 Log in to the Information System.

(https://netreg.isu.edu.tw/Wapp/Wap_indexmain2.asp)



Choose Language: Choose

帳號:

密碼:

登入

重新填寫

不得擅自以他人帳號進入系統更改資料以免觸法。

[E-Mail密碼修改](#) [忘記密碼處理方式](#)

[【107學年度第2學期】](#)

因應大四生以上在:
選2門博雅課程之規
【2019/01/08 通識中心

[【107-2他院共同基礎](#)

一、他院共同基礎

二、 點選服務教育課程，依當學期修習課程選擇 Click “Service Education” and choose one of the three options based on the course you are taking in this semester.

學號 104 以前服教專區 Service Education for a student number beginning with 104, 103, 102 and so on.

學號 105 以後服教(一)專區 Service Education (I) for a student number beginning with 105, 106, 107 and so on.

學號 105 以後服教(二)專區 Service Education (II) for a student number beginning with 105, 106, 107 and so on.

- Freshman Survey
- Survey on Student
- My Student ID/Stat
- Maintain My E-Mai
- Inter-departmen
- My tutor
- Academic results
- All academic resul
- Leave Request and
- Midterm Warning
- Online Self Sign-in
- Course(Syllabus)
- My Course Schedu
- Student Class sch
- Confirm the Cours
- Request for Serv
- Service Education**
- After student no.

服務教育課程

學號104以前服教專區

學號105以後服教（一）專區

學號105以後服教（二）專區

服務教育媒合平台

三、 單元一：認知講座證明上傳 Section I: Upload Supporting Documents for Participation in Seminars on Fundamental Knowledge of Service Education

Service Education Courses [\(Instructions\)](#)

Course Completion Status

Section I: Upload Supporting Documents for Participation in Seminars on Fundamental Knowledge of Service Education

Section II: Application for Public Service Activities

Section III: Reflection and Feedback

Year - Semester Course Completion Status				
Section	Completion	Passed	Remark	Available Period
Section I Seminars on Fundamental Knowledge of Service Education and Online Quiz	Designated Online Courses (at least 12 hours) : (Incomplete)	✘		
Section II Public Service Activities	Hours of Service Fulfilled : 0	✘		
Section III Reflection and Feedback	Experience Report : Incomplete Feedback Questionnaire : Incomplete	✘		
Passed	Not pass ✘			

四、 點選新增 Click “Add.”

Service Education Courses [\(Instructions\)](#)

Course Completion Status

Section I : Upload your Participation in Seminars on Fundamental Knowledge of Service Education

Section II : Application for Public Service Activities

Section III : Reflection and Feedback

1.Upload the Seminar : Add Available Period : 2018/12/29 08:00 ~ 2019/01/10 12:05

Inquiry / Change

Students must finish all lectures then put all documents in to one document. (the certificate) We don't accept the separate documents.

五、 上傳證明並保存 Upload your supporting document and click “Save.”

Upload the Seminar

Apply Date 2019/1/10 下午 03:46:54

Student ID

Name

Attend Year

Training Provider
---Choice---

Basic volunteer Training Certificate No.

Identification Document Front Side: 選擇檔案 | 未選擇任何檔案
Back Side: 選擇檔案 | 未選擇任何檔案
PS.Maximum 200 KB of file size.

Remark

六、 送出審核(※如未送審，將無法進行審核) Click “Submit” for review. (※ The uploaded document will not be reviewed until you click “Submit.”)

Service Education Courses [\(Instructions\)](#)

Course Completion Status

Section I: Upload Supporting Documents for Participation in Seminars on Fundamental Knowledge of Service Education

Section II : Application for Public Service Activities

Section III : Reflection and Feedback

1.Upload the Seminar : Add Available Period : 2018/12/29 08:00 ~ 2019/01/10 12:05
 Inquiry / Change

Students must finish all lectures then put all documents in to one document. (the certificate) We don't accept the separate documents.

Lists

SN	Apply Date	Training Provider	Attend Year	Identification Document	Options	State of Review
					<input type="button" value="Submit"/> <input type="button" value="Delete"/> <input type="button" value="Edit"/> <input type="button" value="Content"/>	Not pass

七、 單元二：公共服務時數證明上傳 Section II: Application for Public Service Activities

Service Education Courses [\(Instructions\)](#)

Course Completion Status

Section I : Upload your Participation in Seminars on Fundamental Knowledge of Service Education

Section II : Application for Public Service Activities

Section III : Reflection and Feedback

_____ : _____ [回管理端](#)

107-1學年起，各單位服務志工需求請至[服務學習媒合平台](#)查看

Add Inquiry / Change Available Period : 2018/12/29 08:00 ~ 2019/01/07 23:55
 Before students submitted the, must check is there have the seal of the service education section and seal of service unit. And check the date, number of hours, total hours are correct or not.

Hours of Service Fulfilled/Hours of Service to be Fulfilled : 0 / 16

Lists

SN	Apply Date	Servicing Provider	Hours of Service Fulfilled	Service Recognition	Options	State of Review
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八、點選新增 Click “Add.”

Service Education Courses [\(Instructions\)](#)

Course Completion Status

Section I : Upload your Participation in Seminars on Fundamental Knowledge of Service Education

Section II : Application for Public Service Activities

Section III : Reflection and Feedback

_____ : _____ [回管理端](#)

107-1學年起，各單位服務志工需求請至[服務學習媒合平台](#)查看

Add Inquiry / Change Available Period : 2018/12/29 08:00 ~ 2019/01/07 23:55
 Before students submitted the, must check is there have the seal of the service education section and seal of service unit. And check the date, number of hours, total hours are correct or not.

Hours of Service Fulfilled/Hours of Service to be Fulfilled : 0 / 16



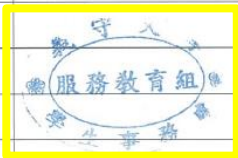
Lists

SN	Apply Date	Servicing Provider	Hours of Service Fulfilled	Service Recognition	Options	State of Review
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九、證明範本 Example of the Supporting Document

- 1.請提前三個工作天向服教組申請 **Please apply to the Service Education Section at least three working days before the beginning of your service.**
- 2.施作完畢後須單位蓋章以示證明 **Fulfill the required hours and have the unit/organization put on its official stamp on this application form.**

for confirmation, and finally submit to the Service Education for further processing ----

Dep & Grade level	IT A	Student No.	109123455	Mobile	09xx xxx xxx
Name	Elsa	Email	xxxxx@gmail.com		
Applicable Rule	<input type="checkbox"/> A student number begins with 101, 102, 103 or 104: twelve (12) hours for Service Education (II) <input type="checkbox"/> A student number begins with 105: sixteen (16) hours for Service Education (I) <input checked="" type="checkbox"/> A student number begins with 106 or 107: sixteen (16) hours for Service Education (I), at least eight (8) hours of which should be fulfilled at the administrative units of the University				
(107-1) Date	Time (In case of any alterations, the service-receiving unit / organization should put on an official stamp for confirmation)	Hour(s)	Service-receiving Unit / Organization		
10/9	8:00 ~ 12:00	4			
10/11	13:00 ~ 19:00	4			
					

After you have fulfilled all the hours stated on this application form, please take a picture of this application form, and then upload the picture to the Information System (<http://netreg.isu.edu.tw/wapp/>) for review.

十、 鍵入日期與時數、上傳證明並保存 **Key in the date and time of service fulfilled, upload the supporting document, and click “Save.”**

Application for Service Recognition

Apply Date 2019/1/10 下午 03:53:31

Student ID

Name

Servicing Provider
---Choice---

Date & Time of Service Fulfilled H : M ~ H : M hours

Add serviced Record

total hours ps.Maximum 8 hours every day

Service Recognition 選擇檔案 未選擇任何檔案
PS.Maximum 200 KB of file size.

Remark

Save

十一、 送出審核(※如未送審，將無法進行審核) **Please click “Submit” for review. (※ The uploaded document will not be reviewed until you click “Submit.”)**

Lists

SN	Apply Date	Servicing Provider	Hours of Service Fulfilled	Service Recognition	Options	State of Review
					<input checked="" type="button" value="Submit"/> <input type="button" value="Delete"/> <input type="button" value="Edit"/> <input type="button" value="Content"/>	Not pass

十二、 撰寫第三單元心得 Section III: Reflection and Feedback

Service Education Courses ([Instructions](#))

Course Completion Status

Section I : Upload your Participation in Seminars on Fundamental Knowledge of Service Education

Section II : Application for Public Service Activities

Section III : Reflection and Feedback

回管理端

Reflection and Feedback
(需完成單元一及單元二，本單元才開始審查)

Completion	1.Experience Report : Incomplete 2.Feedback Questionnaire : Incomplete
Passed	Not pass ❌

Available Period : 2018/12/29 08:00 ~ 2019/01/07 23:55

Experience Report Fill in Feedback Questionnaire Fill in

十三、 撰寫完畢後送出(第三題心得須 250 字以上，不得抄襲他人或文章字句)

**Click “Submit” once you have finished writing your reflections.
At least 250 words for Question 3, and no plagiarism is allowed.**

Service-Learning Course Report
for the 1st Semester of ISU Academic Year 2018

College : _____ Department : _____ Name : _____
Class : _____ Student ID : _____ Tel : _____

If there over 7 words same as other the system will defined as copy, all the lesson will be fail.

1. Which unit (organization) did you do service to during this semester? Please give a brief description of the services you provided.

words : 0

2. Is there anything that impressed you most while doing service to the unit (organization) during this semester? What did you learn from this experience?

words : 0

3. As you have successfully completed the service education course, any thoughts or comments about your experience in service education or the service education course? (At least 250 words) **ATTENTION : It must contains 250 Words, and should be 250 "Words" but not "letters".**

words : 0

Save **Submit** Cancel

十四、填寫問卷並送出 Complete the questionnaire and click “Submit.”

Very Agree Moderately Agree Not Sure Moderately Disagree Very Disagree

e. Are the lecture contents appropriate?
 Very Agree Moderately Agree Not Sure Moderately Disagree Very Disagree

2. Service-Learning Activity Unit

f. Is this helpful to you?
 Very Agree Moderately Agree Not Sure Moderately Disagree Very Disagree

g. Do the way we design for this course to fit your requirements?
 Very Agree Moderately Agree Not Sure Moderately Disagree Very Disagree

h. Do you satisfied with this course?
 Very Agree Moderately Agree Not Sure Moderately Disagree Very Disagree

i. Do you think you gain something for this course?
 Very Agree Moderately Agree Not Sure Moderately Disagree Very Disagree

3. Overall Experience

j. With the experience of attending Service-Learning activities, I am willing to attend such activities in the school if there is a chance.
 Very Agree Moderately Agree Not Sure Moderately Disagree Very Disagree

k. With the experience of attending Service-Learning activities, I am more willing to spend time on servicing other
 Very Agree Moderately Agree Not Sure Moderately Disagree Very Disagree

l. Do you know this course subsidized by Teaching Excellence Project funds?
 Yes No

十五、確認審核結果 Confirm the result.

三個單元皆通過，本學期服務教育課程才算通過 You will not be considered passing the Service Education course until all the three sections are marked as “Passed.”

Service Education Courses ([Instructions](#))

Course Completion Status

Section I : Upload the Participation in Seminars on Fundamental Knowledge of Service Education

Section II : Application for Public Service Activities

Section III : Reflection and Feedback

Year - Semester Course Completion Status				
Section	Completion	Passed	Remark	Available Period
Section I Seminars on Fundamental Knowledge of Service Education and Online Quiz	Designated Online Courses (at least 12 hours) : (Completed)	✓		2019/02/18 08:00 2019/05/27 23:55
Section II Public Service Activities	Hours of Service Fulfilled : 16	✓		2019/02/18 08:00 2019/05/27 23:55
Section III Reflection and Feedback	Experience Report : Completed Feedback Questionnaire : Completed	✓		2019/02/18 08:00 2019/05/27 23:55
Passed	Pass ✓			