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## 線上 CPD/CPT 課程通過要求

本線上課程已通過香港學術及職業資歷評審局（評審局）審批，並獲得保險業監管局（保監局）的 CPD 時數和證券及期貨事務監察委員會（證監會）的 CPT 時數。請閱讀以下有關 CPD/CPT 課程通過證要求。

### 線上 CPD/CPT 課程通過要求

您必須親自完成課程內所有內容和活動，才可獲得 CPD/CPT 時數。如本院得知當中有任何部份是由他人代為完成，本院有權不授予任何 CPD/CPT 時數，而所繳款項亦一概不獲發還。

此外，您必須成功達到以下第（1）項及第（2）項準則，才可獲得由所批准的 CPD/CPT 時數。

#### （1）指定 CPD/CPT 學習時數

- ✓ 每個課程均設有指定 CPD/CPT 時數（瀏覽 [網站](#) 或 課程的第一頁），並獲評審局、保監局及證監會審批，作為課程完成時間的標準，以獲得預期學習成果。
- ✓ 例子：如課程設定 CPD/CPT 時數為 2 小時，您最少需用 2 個小時完成（總測驗時間不作計算）。

#### （2）總測驗分數

- ✓ 總測驗分數最少達到 50%。

| 獲取審批的 CPD/CPT 時數 | （1）達到 CPD/CPT 指定時數 | （2）通過總測驗 | 情景  |
|------------------|--------------------|----------|---|
| 能夠               | ✓                  | ✓        | 1. 您用了 <b>2 個小時或以上</b> 來完成原本設定為 2 個小時的課程，並 <b>通過總測驗</b> ，您 <u>最多可獲得</u> 的 CPD / CPT 時數是 2 小時。 |
| 未能               | ✗                  | ✓        | 2. 您用了 <b>1 小時 45 分鐘</b> 來完成原本設定為 2 個小時的課程，並 <b>通過總測驗</b> ，但您將 <u>不會</u> 獲得任何 CPD / CPT 時數。   |
| 未能               | ✓                  | ✗        | 3. 您用了 <b>3 個小時</b> 來完成原本設定為 2 個小時的課程，但 <b>沒有通過總測驗</b> ，您將 <u>不會</u> 獲得任何 CPD / CPT 時數。       |

## 測驗

每個線上 CPD/CPT 課程，均設有小測驗和總測驗，測驗的模式為多項選擇題（MCQ）。

1. 小測驗（不會記錄成績）

課程內小測驗，目的旨在確保您能充分理解該部分的內容。

2. 總測驗（會記錄成績）

總測驗成績必須合格，才能通過 CPD/CPT 課程要求。合格分數為 50%，旨在評估您對整體課程的領會及應用。

## 課程詳情

您將會有 3 個星期的時間去完成整個課程及課程內的總測驗。總測驗合格分數為 50%。學員有 2 次總測驗的機會，系統只會計算最高分的一次。

**1. 加入課程**

您將收到邀請電郵，標題為：“INVITATION to join the PolyU IAEE eLearning Portal” 或 “You've been assigned some courses”。



**2. 開始上課**

完成所有課程內容，包括文字、影片及測驗等。



**3. 總測驗**

您需完成總測驗中所有選擇題。



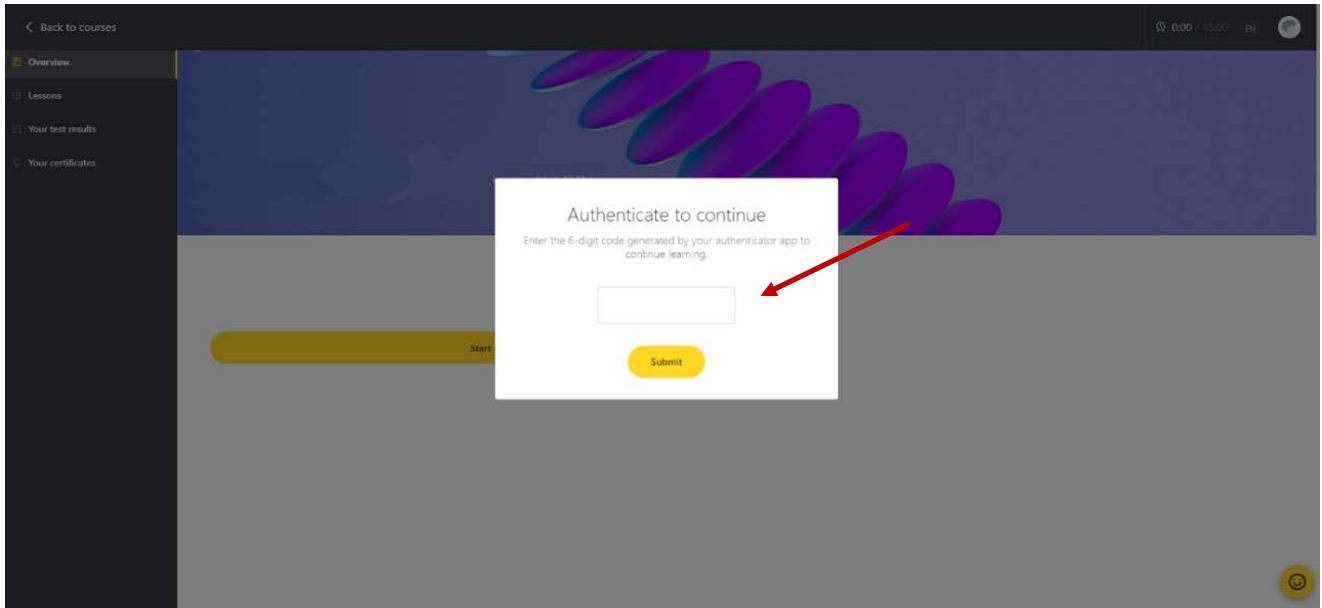
**4. 課程結果 – 合格**

若您達到課程的指定時數要求，並取得總測驗合格，將能於線上學習平台下載學習證明。

## 身份驗證

與面對面的課程一樣，身份驗證是一個必要的程序，線上課程也不例外。當您進入線上學習平台時，您首先要輸入指定電郵及自訂密碼。然後，在課程開始時您需要輸入 驗證碼 作雙重認證。

請使用您手提電話內已註冊的驗證應用程式來提取驗證碼，然後在指定的位置輸入驗證碼。



詳情可參閱以下示範短片：

- 如何註冊您的驗證應用程式到線上學習平台?  
[https://www.youtube.com/watch?v=sejJ\\_IR1HUg](https://www.youtube.com/watch?v=sejJ_IR1HUg)
- 如何取得 OTP 6 位數字驗證號碼?  
<https://www.youtube.com/watch?v=c4Pi0n8-D4Q>

請點擊「Start quiz」完成課前學員聲明。

## 課前學員聲明



學員需完成聲明才能開始課堂。

Warning: For impersonation, or any other incidents of allowing an impostor to take E-learning Activity on the participants' behalf for the purpose of claiming CPD hours under the CPD Guideline, will be reported to the IA and/or other law enforcement agencies. E-learning Activity Providers should report to the IA all incidents of impersonation or abuse involving individual licensees as soon as reasonably practicable. 注意：任何人士若故意冒充學員身份或容許他人冒充其學員身份進行此網上課程，從而成功獲得相關的持續專業發展（CPD）時數，本院（香港理工大學高級管理深造學院）將會直接向保險業監管局及相關的執法機構稟報。

[Start quiz](#)



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## Online CPD/CPT Course Pass Requirements

The online CPD/CPT courses have been approved by the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ) authorised by the Insurance Authority (IA), and the Securities and Futures Commission (SFC). Please refer to the following pass requirements.

### Online CPD/CPT Course Pass Requirements

In order to receive the full CPD/CPT hours, you will need to read all the designed contents and to complete all the activities in the course. We reserve the right to withhold the CPD/CPT hours if we notice another person completed any part of the course on your behalf. Paid fee will not be refunded.

You are required to meet both (1) and (2) requirements below to receive the approved CPD/CPT hours.

#### ( 1 ) Learning Time

- ✓ Refer to the minimum designated hours of the course on the [website](#), or the first page of the eLearning course in the eLearning portal. The number of hours has been approved by HKCAAVQ, IA and SFC based on the expected learning outcomes of the course.
- ✓ E.g. If the course is set for 2 hours, you should use at least 2 hours to learn the course. (Time spent on the End-of-module (EoM) assessment will not be counted).

#### ( 2 ) End-of-module (EoM) Assessment Score

- ✓ Attain at least 50% in the EoM assessment.

| Receive Approved CPD/CPT Hours | ( 1 ) Learning Time | ( 2 ) EoM assessment Score | Scenarios   |
|--------------------------------|---------------------|----------------------------|---|
| Yes                            | ✓                   | ✓                          | 1. You spent <b>2 hours or more</b> to complete a 2-hour course; you also <b>passed</b> the EoM assessment, you <b>will</b> receive a maximum of 2 CPD/CPT hours. |
| No                             | ✗                   | ✓                          | 2. You spent <b>1 hour 45 minutes</b> to complete a 2-hour course; and <b>passed</b> the EoM assessment, you <b>will not</b> receive any CPD/CPT hours.           |
| No                             | ✓                   | ✗                          | 3. You spent <b>3 hours</b> to complete a 2-hour course but you <b>failed</b> the EoM assessment, you <b>will not</b> receive any CPD/CPT hours.                  |

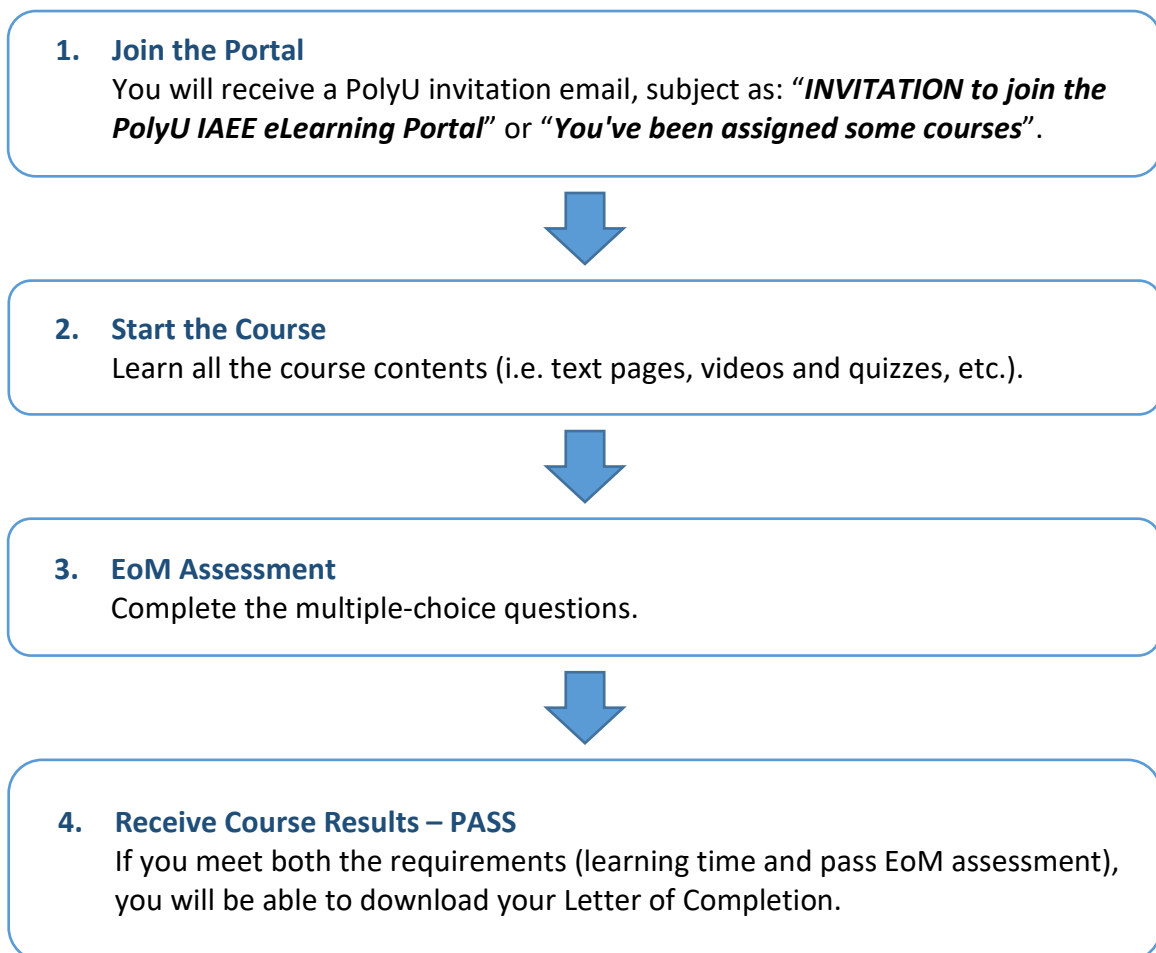
## Assessments

In each eLearning CPD/CPT course, there are two types of quiz questions: Section Knowledge Check and End-of-module (EoM) Assessment. The quiz format is multiple-choice question (MCQ) style.

1. Section Knowledge Check (Result will not be recorded)  
The MCQ in the Section Knowledge Check are used throughout the eLearning course to make sure you understand the key messages well in the sections of the course.
2. EoM Assessment (Result will be recorded)  
You are required to pass the EoM assessment MCQs at the end of the eLearning course, to fulfil the CPD/CPT course pass requirements. Pass mark is 50%. The questions aim to assess your overall understanding and application of the course contents.

## Course Journey

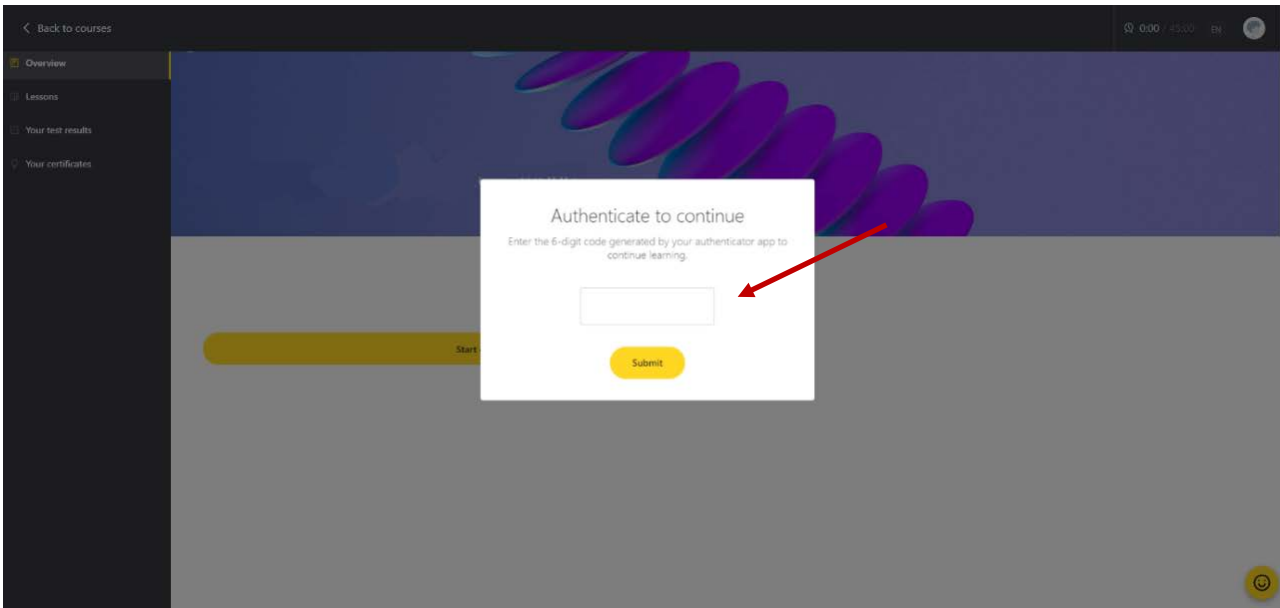
You will have 3 weeks to complete the eLearning CPD/CPT courses and the EoM assessment. Pass mark of the EoM assessment is 50%. You have 2 attempts for the EoM assessment. Only the highest score will be used.



## Identity Authentication

As part of the authentication process, firstly, you will need to enter the designated email and custom password when you log-in the eLearning platform. Then, you will need to enter the **one-time password** as two-factor authentication when you start a course.

Please use the **registered Authenticator App** in your mobile phone to generate a one-time password and then enter the one-time password in the indicated place.



For details, please refer to the demo video:

- How to register your Authenticator App to the eLearning platform?  
[https://www.youtube.com/watch?v=sejJ\\_IR1HUg](https://www.youtube.com/watch?v=sejJ_IR1HUg)
- How to obtain OTP (6-digit authentication code)?  
<https://www.youtube.com/watch?v=c4Pi0n8-D4Q>

Please click “Start quiz” to complete the **Learner’s Declaration**.

## 課前學員聲明



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