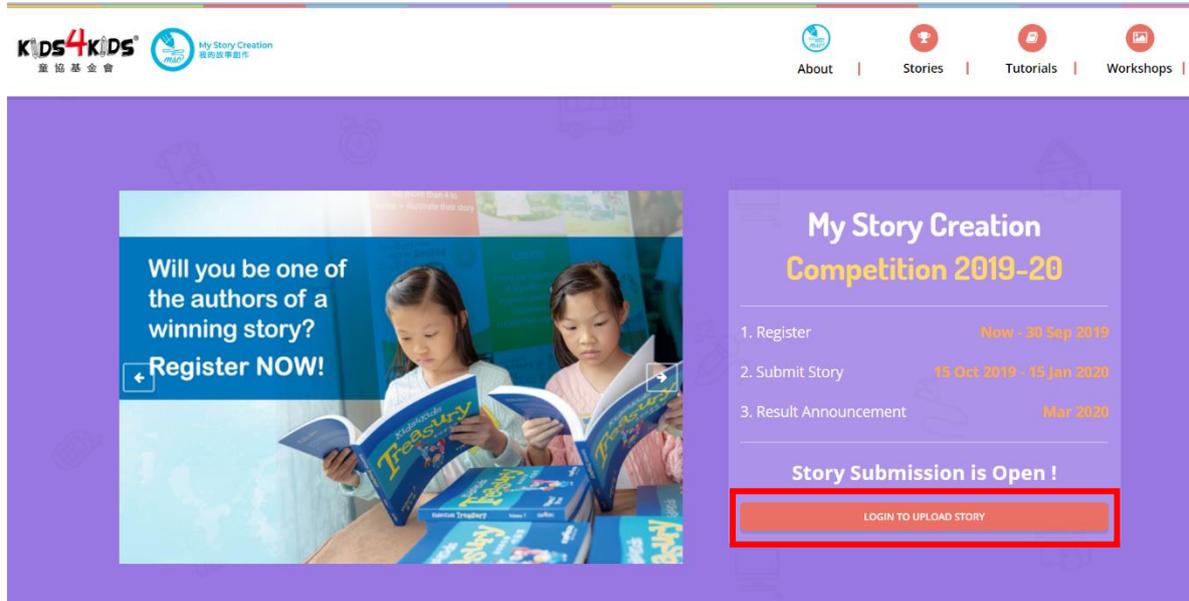


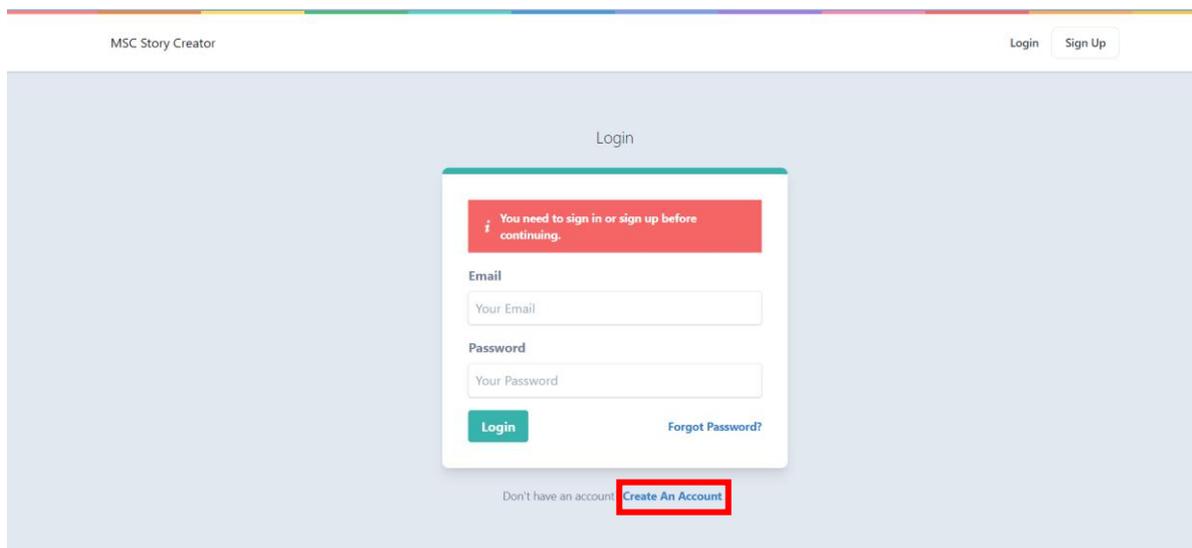
Kids4Kids My Story Creation Competition 2019-2020

Individual Category

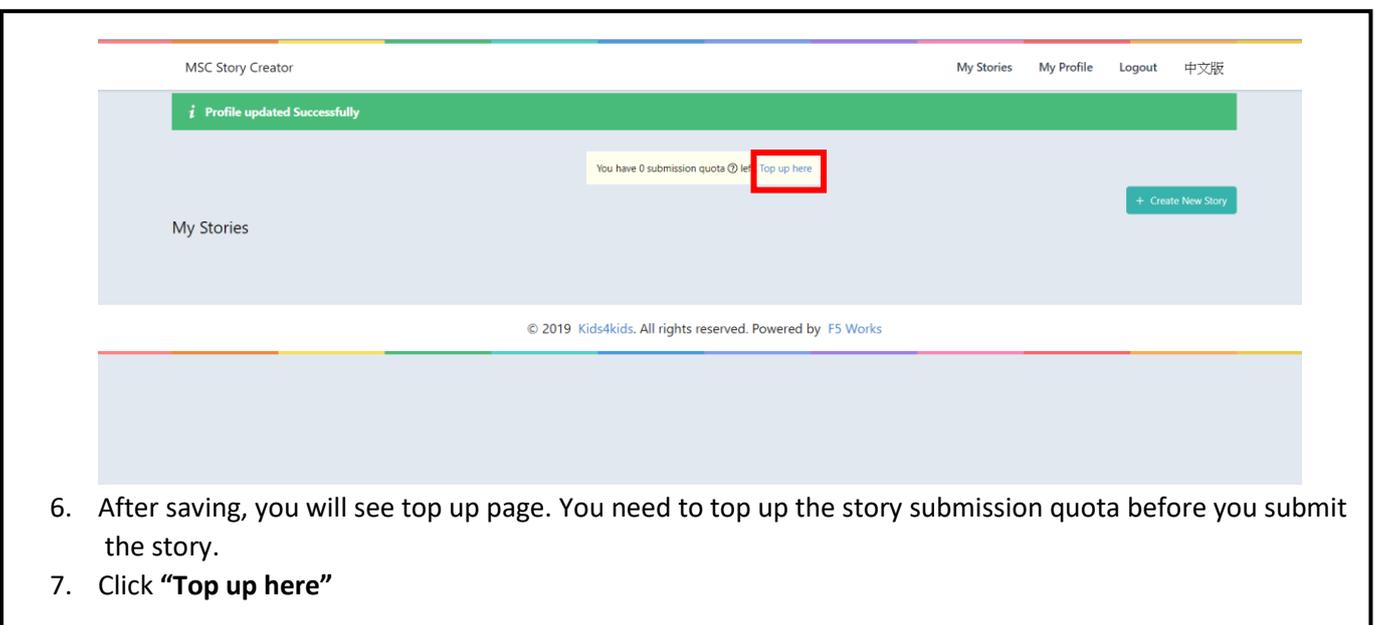
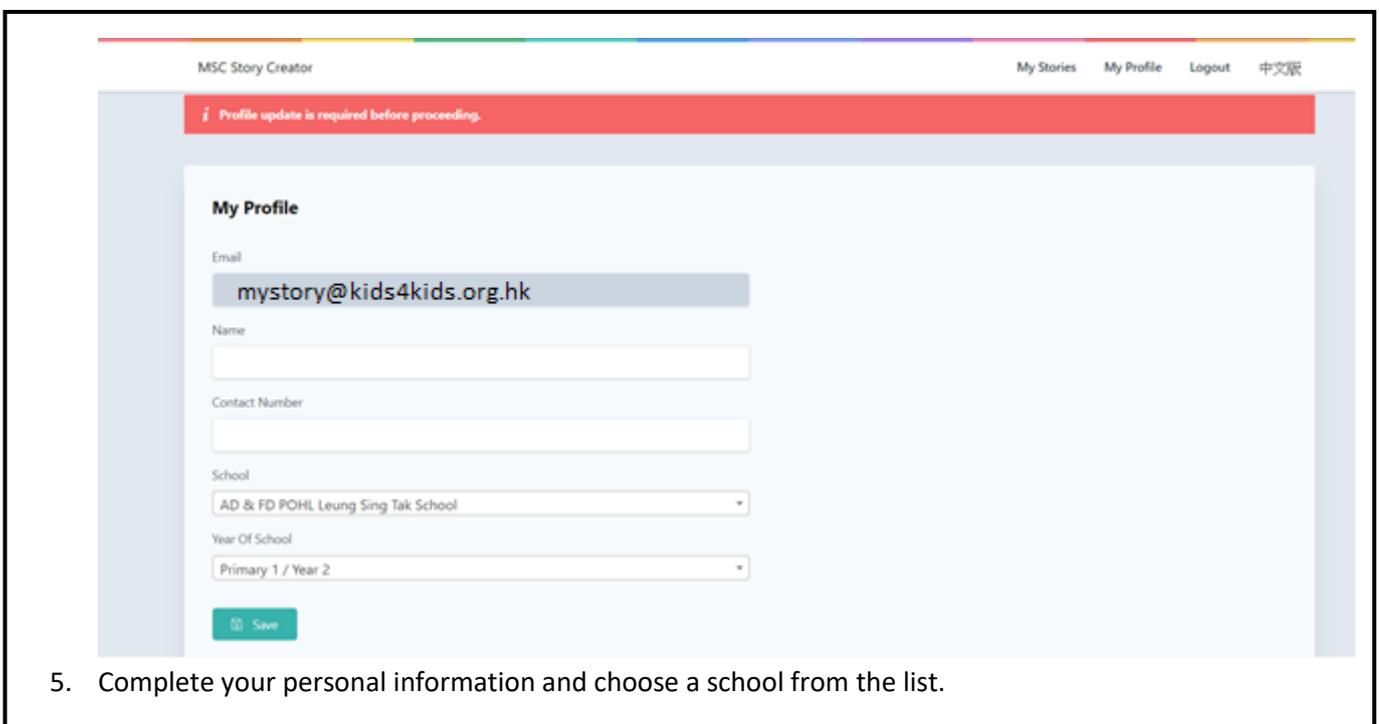
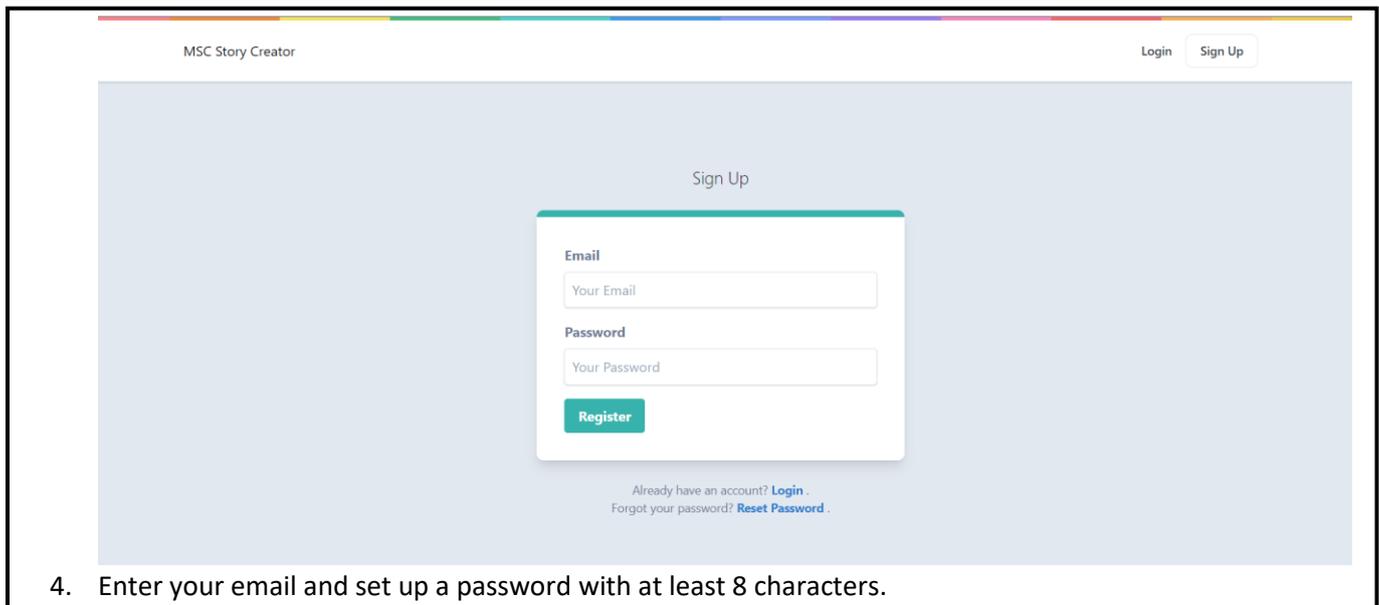
Step-by-Step User Guide – Login and Story Submission Procedures



1. Visit <http://mystory.kids4kids.org.hk/> after 15th Oct, 2019
2. Click **LOGIN TO UPLOAD STORY**



3. As participants of individual category, please click **Create An Account**
Remarks: If you participated last year, you may continue to use the same account
*If you submit story as a group (2-4 participants), you just need to create ONE account.



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Submission Entry Fee

The standard story submission entry fee of **HKD\$300 per story** payment must be received and processed successfully by Kids4Kids Limited before the competition deadline of **15 January, 2020 12:00 noon** in order for the story to be considered to be successfully submitted and entered to the My Story Creation Competition 2019-20.

Only credit card payments are accepted for individual story submissions.

School Concession Codes

If your school is registered as a participating school of My Story Creation Competition 2019-20, whereby your school is then entitled to receive 10 Concession Codes for entering 10 story submissions at HKD\$100 per story.

If your school is signed up to receive assistance with My Story Creation Community workshops, it will receive 10 Concession Codes for entering 10 story submissions free.

Registered participating schools / learning centres will receive Concession Codes for story submissions entries. Please input the Concession Code in the payment section.

If you have any questions about Concession Code or School Registration, please email mystory@kids4kids.org.hk.

School Registration Deadline

If a school does not register by the deadline of **30 September, 2019** to be a participating school in My Story Creation 2019-20, the regular submission fee of \$300 per story will apply.

Purchase for Submission Quota(s)

You are currently entitled to submit **0** stories.

Got a Concession Code from your school? Redeem here

Redeem

英

You can also purchase quota using Credit Card

Submission Quota	1
Submission Quota Price	300
Donation Amount	0
Total	\$300

Confirm

We manage your online payment through Stripe

8. Choose no. of Submission quota you would like to buy. The total price will be shown automatically.

Click **confirm** to pay by credit card.

Remarks:
Early Bird Offer: If you buy the submission quota before 30th November, you will receive \$100 off for each submission quota.

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You have 1 submission quota left. [Top up here](#)

[+ Create New Story](#)

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9. The total no. of submission quota will now be shown here.

10. Click “+ **Create New Story**” to create your own story

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Story Editor

Basic Info

Language
 English & Chinese English Chinese

Title (English)
 Visiting Mars

Title (Chinese)
 探索火星

Cover Image Url



selected file: mars.jpg

Upload Image

Save

11. Select the language of your story. Enter your story title and upload the cover picture of your story. Click **Save**

Remarks: You can edit again before submission

12. Enter participant's information here.

*Please note that there is a maximum of 4 participants per story submission

13. Click **Add Page** to start creating your story content.

14. Enter English content here

15. Enter Chinese content here

16. Upload illustration here

Remarks: The illustration will be cropped to square shape

17. Click **Save** and **Add Page** until your story is finished.

18. After creating your story, parent consent is required in order to submit story.

19. Click **Consent Forms**

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Consent form email is sent successfully.

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Participant Consent Forms

Parent Consent Form is required for each participant. Either email the online form to your parents or print out the PDF form for your parents to sign.

Download Parent Consent Form (Eng. Version) Download Parent Consent Form (Chi. Version)

Participant 1: Tai Ming Chan

Send Online Form

or

Upload Signed Form (PDF or Image)

Participant 2: Siu Ming Chan

Parent's Email Send Online Form

or

Upload Signed Form (PDF or Image)

20. There are 2 ways to complete the parent consent: paper or online.

a) **Paper** - Download the form and upload the signed form here (PDF/JPEG format is allowed)

b) **Online** - Enter your parent's email to have the online consent form

Kids4Kids My Story Creation Competition 2019 Participant Consent Form : Action Required. 取消匯票

Kids4Kids <kids4kids@kids4kids.org.hk> 10月9日 星期三 下午10:53 (12小时前) ☆

Hello

You're almost ready to submit your story to be entered into the My Story Creation competition 2019. However, according to our system's records, your consent form is not yet completed. You can click on the link to the consent form

[http://www.kids4kids.org.hk/en/page/parent-consent-form-2019](#)

Please be sure that every participant who is taking part in creating the story has also completed the consent form before your finished story can be submitted and entered into the My Story Creation competition.

Regards
My Story Creation, Kids4Kids Team

20bi) If you choose to complete the consent online, your parent will receive an email after you enter his/her email in the previous step. Click the link here to enter to the online consent form.

About Parental Consent

A maximum of four (4) participants are allowed for each story submission entry. Kids4Kids must receive parental consents from all the participants before a story can be submitted to enter the My Story Creation Competition 2019.

About Submission Fee

Kids4Kids charges a story submission entry fee of HKD\$300 for each story submission. Learning Centres belong to the category of Programme Partners, and have a different payment structure for story submissions. Please check with your Learning Centre for the fee and details. In addition, each Participant will have an option to donate to Kids4Kids, proceeds of which will be used to fund our work in developing and promoting childhood literacy in the community. Participant who donates HK\$100 or more is entitled to receive a tax deduction receipt and has his or her name acknowledged as My Story Creation programme sponsor.

Kids4Kids My Story Creation 2019-20 Parent Consent Form

Story: Visiting Mars 探索火星
Participant(s): Tai Ming Chan 陳大明
Siu Ming Chan 陳小明

To: Kids4Kids

I, the Parent / Guardian of the participant of My Story Creation Competition 2019 who is under 18 years of age (**Tai Ming Chan 陳大明**), confirm that I have reviewed and understood the Terms and Conditions of the My Story Creation Competition 2019 attached with this consent (the "T&C") and the Privacy Policy stated in Kids4Kids' website <http://kids4kids.org.hk/en/page/privacy-policy>. By making an entry to My Story Creation Competition 2019, I agree to the T&C and Privacy Policy. I further confirm that the story submission entry (including the writing and illustrations) is an original work of the Participant's own creation. I further consent to the use of the Participant's name and my or the Participant's email address(s) by Kids4Kids Limited for direct marketing of its events, activities, products and services.

Name

Phone Number

I give consent for Kids4Kids to use my child's name and my name and email address(s) for direct marketing of its events, activities, products and services as mentioned above.

Confirm

20bii) Please ask your parent to enter their name, phone number and give consent by clicking the box after he/she reads the form. The parent consent will be done after he/she clicks **confirm**.

Remarks: each participant needs to finish the parent consent before the submission of story. (eg. If 4 participants are in group to create one story, 4 consents are required.)

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You have 1 submission quota left. Top up here

[+ Create New Story](#)

My Stories



1. Story Content ✓
No. of Pages: 1
No. of Participants: 2 [Story](#)

2. Parent Consent Form ✓
Consent Form Completed: (2 / 2) [Consent Forms](#)

3. Submission Quota ✕ [Assign Quota](#)
Pick Category Quota [Assign Quota](#)

[Submit for 2019-20 Competition](#)

21. After finishing the parent consent, you can submit the story. Please pick individual category.

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Submission quota assigned successfully.

You have 0 submission quota left. Top up here

[+ Create New Story](#)

My Stories



1. Story Content ✓
No. of Pages: 1
No. of Participants: 2 [Story](#)

2. Parent Consent Form ✓
Consent Form Completed: (2 / 2) [Consent Forms](#)

3. Submission Quota ✓ [Quota Assigned](#)

[Submit for 2019-20 Competition](#)

22. Click **Submit for 2019-20 Competition** before 15 Jan 2020 to enter the competition.