

Reclaim2K — Student Getting-Started Guide

學生使用指南 · CNEC Lau Wing Sang Secondary School 中華傳道會劉永生中學

iPad · iPhone · Android · any laptop · any browser — iPad · iPhone · Android · 任何手提電腦 · 任何瀏覽器

🕒 **Total time: ~5 minutes first time, then one tap.** 🕒 首次約 5 分鐘 · 之後一按即用。

Part A — Open the app 開啟應用 (1 min)

1. Open **Safari** on iPad/iPhone, or **Chrome** on Android/laptop
於 iPad / iPhone 開啟 Safari ; Android / 手提電腦用 Chrome
2. Go to **reclaim2k.org**
前往 reclaim2k.org
3. Scroll to and tap "🌐 **Launch in Browser / 瀏覽器開啟**"
向下滑 · 點擊 🌐 「瀏覽器開啟」
4. The app loads at **app.reclaim2k.org** — welcome screen appears
應用於 app.reclaim2k.org 載入 · 顯示歡迎畫面

⚠️ **iPad 用戶**：請用 **Safari** · 不要用 **Chrome** · iOS 的 Chrome 無法將應用加至主畫面。



Part B — Log in 學生登入 (first time only, ~2 min)

5. App welcome screen — 4 roles appear
應用歡迎畫面 — 顯示 4 種身份
6. Tap "🏫 **學校用戶 School User**" (second card)
點擊 「🏫 學校用戶」 (第二張卡)

💡 **Tip:** Public User is for adults / personal use. Use **School User** for students.
公眾用戶供個人使用；學生請選「學校用戶」。



7. Screen shows "選擇你的學校 Select Your School"

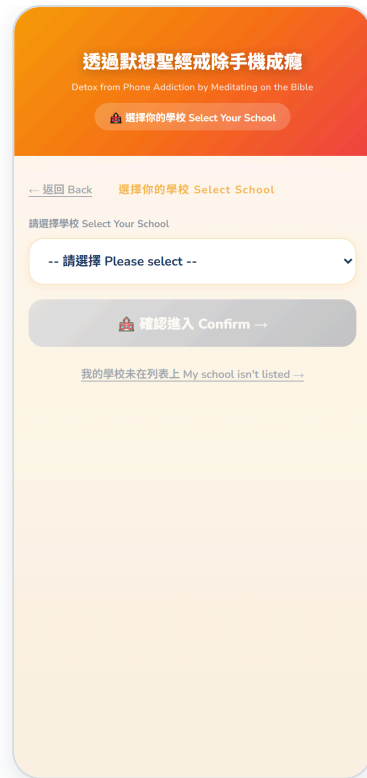
顯示「選擇你的學校」畫面

8. Tap the dropdown → pick "CNEC Lau Wing Sang 中華傳道會劉永生中學"

點擊下拉選單 → 選擇「中華傳道會劉永生中學」

9. Tap "🏠 確認進入 Confirm →"

點擊「🏠 確認進入」



10. If the device hasn't used this school before → **4-digit School Code screen** appears

若此裝置未曾使用此學校 → 顯示「學校密碼」畫面

11. Ask your teacher for the **4-digit code** → type it in → tap verify

向老師查詢 4 位密碼 → 輸入 → 確認

12. After this, the **device remembers the school** — next time, skip this step

完成後裝置會記住，下次毋須重輸



🔒 **Wrong code 3 times → 15-minute lockout.** Ask your teacher calmly. 輸錯 3 次會鎖定 15 分鐘，請靜待或請教老師。

13. Screen: **Student Login 學生登入** form appears

顯示「學生登入」表格

14. Tap **Form 級別** → pick F1, F2, F3, F4, F5 or F6

點擊「級別」→ 選 F1-F6

15. Tap **Class 班別** → pick your class (A, B, C...)

點擊「班別」→ 選你的班

16. Tap **Number 班號** → pick your class number (1-40)

點擊「班號」→ 選你的學號

17. Your **name appears automatically** — ✅ you don't type it

姓名自動顯示 — 毋須自行輸入



18. Scroll down → **Enter Date of Birth** 輸入出生日期

向下滑 → 輸入你的出生日期

19. Use the date picker, or tap "**Type manually** 改用文字輸入" if stuck

用日期選擇器 · 或點擊「改用文字輸入」

20. Tick "**同意私隱政策** **Agree to Privacy Policy**"

勾選「同意私隱政策」

21. Tap "**登入** **Login**" → you're in! 🎉

點擊「登入」→ 完成! 🎉

🔒 **DOB is stored as SHA-256 hash.** Even the developer cannot read your birthday. 出生日期以 SHA-256 加密儲存 · 連開發者也讀不到。

The screenshot shows a mobile app interface for 'Student Login'. At the top, there is a header with a book icon and the text '學生登入 Student Login'. Below the header, the label '出生日期 DOB' is followed by a date input field containing '2010-05-15'. Underneath the date field, there is a privacy policy section with a green checkmark, the text '本人已閱讀並同意', and the words '私隱政策 I agree to the Privacy Policy'. At the bottom of the screen, there is a large orange button with a person icon and the text '登入 Login'.

Part C — Start today's devotion 開始今日靈修 (1 min)

- You land on the **home screen** — your name is at the top 📱
進入主畫面 · 頂部顯示你的姓名 📱
- Look at the **bottom navigation bar** — tap "🙏 靈修 Devotion"
底部導覽列 → 點擊「🙏 靈修」
- The **school-based devotion plan is auto-selected** for you
校本靈修計劃已自動選定
- Tap the gold button "📖 開始今日靈修 / Start Today's Devotion"
點擊金色按鈕「📖 開始今日靈修」
- Read today's verse 📖, answer the reflection prompts, submit
閱讀今日經文 📖、回答反思問題、提交
- ✅ Finish → earn **HFC coins** 💰 and grow your streak ⚡
完成 → 獲得 HFC 金幣 💰 · 連續天數 ⚡ 增加

💡 **Teacher tip:** only the first devotion of the day awards HFC. Later devotions that same day still work for reading, but don't stack coins. 每天只有第一次靈修有 HFC 獎勵。

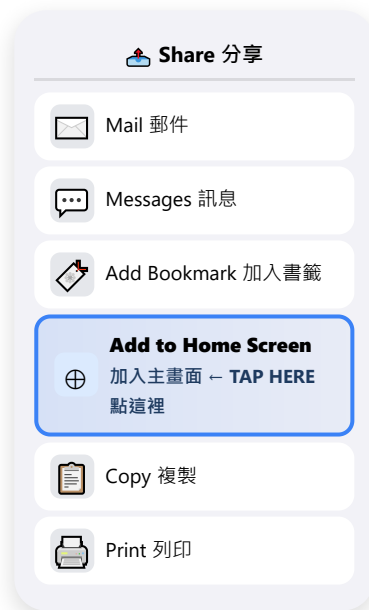


Part D — Add to Home Screen 加入主畫面

📱 For iPad / iPhone (Safari ONLY · 只限 Safari)

- Make sure you're in **Safari** at app.reclaim2k.org (logged in)
確認在 Safari 開啟 app.reclaim2k.org (已登入)
- Tap the **Share button** — the square with an up-arrow ↑
點擊分享按鈕 (方框加向上箭頭 ↑)
- 📍 On iPhone: bottom toolbar · On iPad: top-right in the URL bar
- A grey menu slides up from the bottom
- Scroll down through icons → find "**加入主畫面 / Add to Home Screen**"
下滑分享選單 → 找到「加入主畫面」
- Tap it → preview appears, name is already "**Reclaim2K**"
點擊 → 預覽出現 · 名稱已填「Reclaim2K」
- Tap "**加入 / Add**" at the top right
點擊右上「加入」
- ✅ Done — 🙏 Reclaim2K icon now on your home screen!
✅ 完成 — 🙏 Reclaim2K 圖標出現!

📱 **Next time:** tap the icon to open the app **full-screen** — no browser bars, feels like a real app. 下次點擊圖標即可全螢幕開啟 · 如原生應用。



🤖 For Android (Chrome)

- Open the **3-dot menu** : in Chrome at app.reclaim2k.org · 於 Chrome 點擊右上 3 點選單
- Tap "**加到主畫面 Add to Home screen**" or "**安裝應用程式 Install app**"
- Confirm → icon on home screen · 確認 → 圖標出現

💻 For Windows / Mac laptop (Chrome or Edge)

- Open app.reclaim2k.org in Chrome or Edge
- Look for the **install icon** in the address bar, **OR** menu → "**Install Reclaim2K**"
- Confirm → app appears in Start menu / Applications folder

Student says 學生說	Likely cause 可能原因	Fix 解決方法
"My school isn't in the list" 「找不到本校」	School list cached 清單已快取	Pull-to-refresh or close+reopen Safari 下拉重新整理 · 或關掉再開 Safari
"Wrong school code 3 times" 「密碼錯誤 3 次」	15-min lockout triggered 15 分鐘鎖定	Wait 15 minutes · 等 15 分鐘再試
"My DOB is wrong" 「出生日期錯誤」	Format mismatch or DOB not in sheet 格式不符或資料未登記	Teacher verifies row in school's Google Sheet 老師核對 Sheet 中的資料
"I don't see my name/class" 「看不到我的姓名」	Teacher hasn't added that class yet 老師尚未登記該班	Teacher adds the row; student retries 老師補登記 · 學生重試
"Can't find Add to Home Screen" 「沒有加入主畫面選項」	Using Chrome on iOS iOS 用戶用了 Chrome	Switch to Safari · 改用 Safari
"Icon opens browser, not full screen" 「圖標只開瀏覽器」	Added from Chrome on iOS 用 iOS Chrome 加入	Delete icon, redo from Safari 刪除後改用 Safari 重做
"I'm logged out every time" 「每次都登出」	Private / incognito mode 私密瀏覽模式	Switch to normal browsing mode 關閉私密瀏覽
"Code worked but stuck on loading" 「密碼對 · 但載入中」	GAS server cold start (~10s) 後端首次啟動需約 10 秒	Wait 15s and retry · 等 15 秒再試

🔧 Shared device tips 共用裝置提示

- Before handing off → tap profile area → "更改帳戶資料 / Change Account" to log out
交接前點擊個人資料 → 「更改帳戶資料」登出
- Or each student uses **Safari Private Mode** for their own session
或每位學生用 Safari 私密瀏覽
- The device remembers only **school code** across sessions — each student still needs their own DOB
裝置只記住學校密碼；每位學生仍需自己的 DOB 驗證

📞 Need help? 需要協助？

- **In school 校內**：ask your teacher or the IT helper · 請問老師或 IT 助手
- **Email 電郵**： feedback@reclaim2k.org (for teachers / parents · 老師或家長)
- **Privacy concerns 私隱查詢**：in the app, tap "🔒 私隱政策" at the bottom of the login screen · App 登入畫面底部 「🔒 私隱政策」

🔒 **Privacy summary 私隱簡要**：Your DOB is SHA-256 hashed. Your name is stored only in **your own school's** Google Sheet (your teacher can see it; no one at other schools can). Your devotion reflections go directly to your mentor's email — no one else stores them.
你的出生日期以 SHA-256 加密；姓名僅儲存於**本校**的 Google Sheet (本校老師可見 · 其他學校不可見)；靈修反思直接發送至導師電郵 · 無其他人儲存。

「你們必曉得真理 · 真理必叫你們得以自由。」 約翰福音 8:32

"Then you will know the truth, and the truth will set you free." — John 8:32