

International Biology Olympiad – Hong Kong Contest 2023

國際生物奧林匹克 - 香港區比賽2023

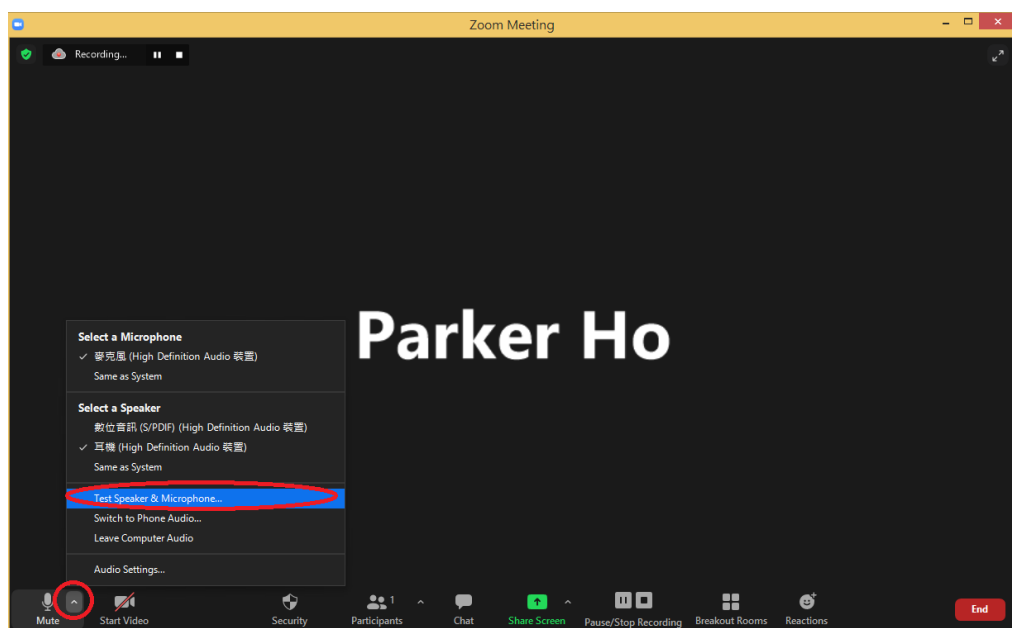
Instructions to Candidates 考生須知

The competition will be conducted online via Zoom Meeting. It is a closed-book competition. The guidelines below include a set of rules that candidates must follow during the competition. It is important to read the entire document carefully before the competition. **If you do not follow the guidelines strictly, your result may be declared void.**

比賽將使用Zoom Meeting在線進行。比賽會以閉卷形式進行。以下包括一些考生在比賽期間必須遵守的規則，你必須在賽前仔細閱讀。**如未能嚴格遵守比賽規則，你的比賽成績可能被作廢。**

About Zoom Meeting 關於Zoom Meeting

1. Your audio and video devices must be connected and functional during the competition. To test your devices, start any meeting in Zoom, click the “^” menu next to the “Mute” button and select “Test Speaker & Microphone...”
比賽期間，你的音頻和視頻設備必須已連接並且可正常運作。要測試你的設備，可在Zoom中開始任何會議，單擊“Mute”按鈕旁邊的“^”菜單並選擇“Test Speaker & Microphone...”以測試你的音頻和視頻設備。



2. You must turn off the virtual background feature in Zoom meeting during the competition.

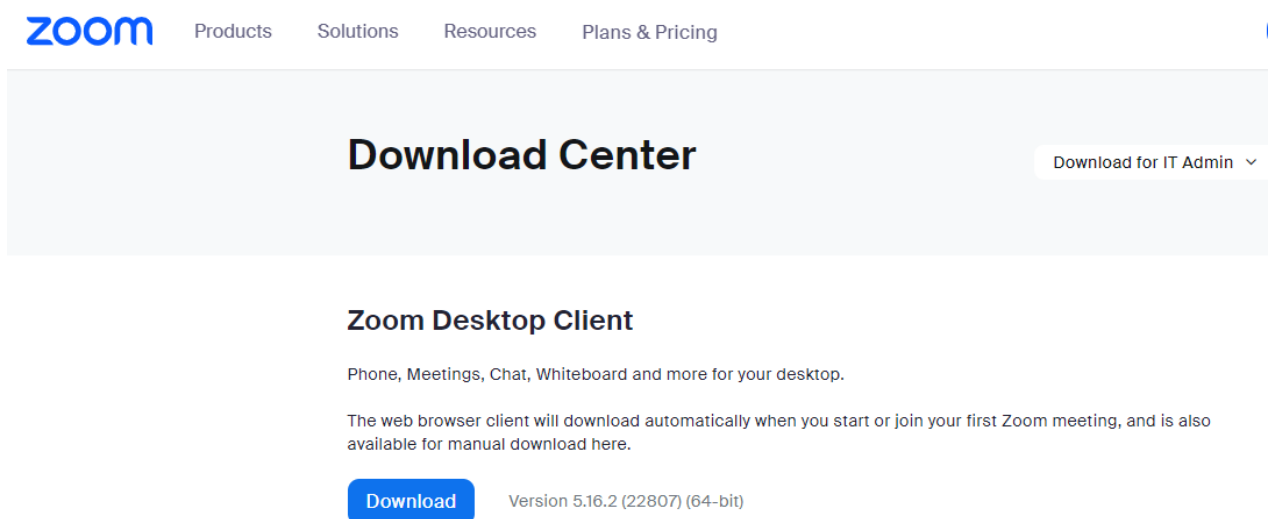
比賽期間你必須關閉 Zoom meeting 中的虛擬背景功能。

3. It is recommended that you turn off the notification function of **OTHER** mobile apps/software. Make sure that you keep the Zoom notification function ON to receive instructions from the proctors.

建議考生關閉其他程式/軟件的通知功能，並確保Zoom的通知功能已啟動，以便接收監考人員的指示。

Preparation for the competition 賽前準備

Please make sure your Zoom software is the latest version. You may check the version as shown below. You may wish to download the latest Zoom software at https://zoom.us/download#client_4meeting.



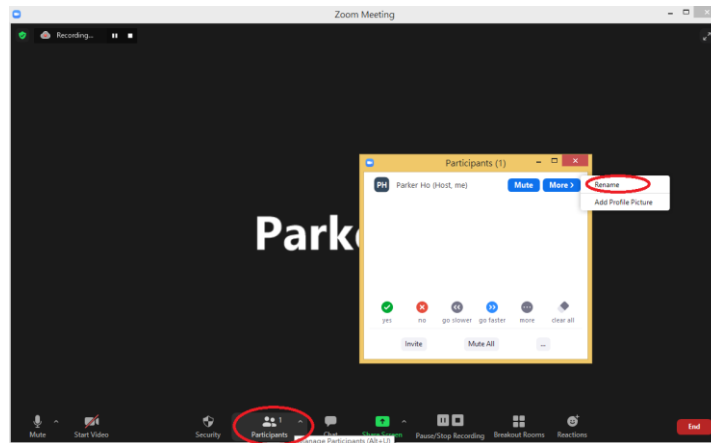
The screenshot shows the Zoom website's Download Center. At the top, there is a navigation bar with the Zoom logo and links for Products, Solutions, Resources, and Plans & Pricing. The main heading is "Download Center" with a dropdown menu for "Download for IT Admin". Below this, the "Zoom Desktop Client" is highlighted. The text describes the client as being for phone, meetings, chat, and whiteboard. It also notes that the web browser client downloads automatically. A blue "Download" button is visible, along with the version information: "Version 5.16.2 (22807) (64-bit)".

During the competition, you **MUST** be ready with TWO **electronic devices connected to Zoom meeting:**

比賽期間你必須準備兩個連接到Zoom會議的電子裝置：

A. Device 1 (e.g. cell phone) must have a camera and a speaker and is connected to the Zoom meeting during the entire competition. **Make sure your device is not in "Sleep" mode or does not run out of power during the competition.** You **MUST** change your screen name in Zoom meeting in the format "Your Contestant No._Your English Full Name_D1" (e.g. "1001_ChanTaiMan_D1"). [You can click "Participants" at bottom tool bar in Zoom, then click "more" next to your name on the participant list and click "Rename" . (See below)]

電子裝置一(例如：手機) 必須有攝像器和揚聲器，用以在比賽期間參與Zoom會議。確保你的裝置在比賽期間不會進入“睡眠”模式及有充足電量。你必須按格式“你的參賽編號_你的英文全名_D1” (例如“1001_ChanTaiMan_D1”) 更改 Zoom內的屏幕名稱。[你可單擊Zoom底部工具欄的“Participants”，然後單擊參與者列表上你的名字旁邊的“More”，最後單擊“Rename”。(見下圖)]



- B. Device 2 (e.g. a PC/Notebook/Mac/iPad/Tablet) is for reading and answering the online question paper and is connected to the Zoom meeting during the entire competition. You MUST change your screen name in Zoom meeting in the format “Your Contestant No._Your English Full Name_D2” (e.g. “1001_ChanTai Man_D2”). The question paper will be released in Zoom before the competition commences.

電子裝置二 (例如：桌上或手提電腦/Mac /iPad /平板電腦) 是用於閱讀及作答網上試題，在比賽期間同樣需要參與Zoom會議。你必須按格式“你的參賽編號_你的英文全名_D2” (例如“1001_ChanTaiMan_D2”)更改 Zoom內的屏幕名稱。試題將於比賽開始前經由 Zoom發布。

You cannot use Devices 1 and 2 for any other purposes during the competition - not as a calculator, not to access notes, etc.

比賽期間，考生不可使用電子裝置一和電子裝置二作任何其他用途 - 不可用作計算器、不可查閱資料等。

During the competition 比賽期間

Attention: A video of you will be recorded during the entire competition. The video is NOT intended for other purposes except for proctoring and will be destroyed after the results of the competition have been announced.

注意：你的參賽過程將會被錄影。除監考目的外，影片不作其他用途，並將於比賽成績公布後銷毀。

1. Please login with your Zoom meeting ID and passcode (which have been sent to you in a separate email prior to the competition) at 10:20 a.m. on the day of competition.

每位考生均會在比賽前收到一封電郵，載有你的Zoom 會議ID 及 密碼 (passcode) ，請於比賽當天十時二十分利用該Zoom 會議ID 及 密碼登入Zoom Meeting 。

2. You MUST change your screen name in Zoom in the designated format for Devices 1 and 2.

你必須分別於電子裝置一和二上，按指定格式更改Zoom的屏幕名稱。

3. Make sure your Device 1 joins with video and you can see yourself in the Zoom window of Device 2.

確保你的電子裝置一啟用了“視訊”，並且可以在電子裝置二的Zoom視窗中看到自己。

4. The proctor will release the link and passcode of the question paper in Zoom via “Chat” .

監考人員將經由Zoom 的 “Chat” 公布試題的連結及密碼。

5. Throughout the entire competition, your camera of Device 1 must be well positioned so that the video shows the side view of your face, your desk and the screen of your Device 2 (See below).

在整個比賽中，電子裝置一的攝像鏡頭必須放在適當的位置，以使視頻能夠顯示你的側面，你的桌面和電子裝置二的屏幕 (參閱下圖)。



The required components to be displayed by the camera of the Device 1

電子裝置一的攝像鏡頭所需顯示的畫面

6. The competition consists of two sessions with a break in between. Each part consists of 25 questions (in Chinese and English version) and lasts for 60 minutes. During each session, **you are not allowed to leave your seat**. If you really need to use the restroom during the competition, you **MUST** send a private message to the proctor (Zoom Meeting Host) in Zoom Chat. You cannot leave before the proctor approves you to do so. The time you leave and return to your seat will be recorded.

比賽分為兩節，中間設有休息時間。每節比賽有25條題目(附有中、英文版本)，限時60分鐘。每節比賽期間，**你不可離開座位**。如果你有需要要在比賽期間使用洗手間，必須先使用Zoom Chat的私訊功能告訴監考人員(會議主持人)，待監考人員批准後才能離開座位。你離開及返回座位的時間將被記錄。

7. Only **HKEAA approved** calculators are allowed.
只允許使用經**HKEAA批准**的計算機。
8. Only **TWO** sheets of draft paper are allowed for each part of contest.
只允許於每節比賽使用**兩張**草稿紙。
9. Pay attention to your Zoom Chat occasionally. The proctor may send instructions to candidates through Zoom Chat which will appear on your Zoom window. Failure to follow these instructions may void your result, and it is not an excuse to say that you do not notice the instructions in Zoom Chat.

請不時留意Zoom Chat。監考人員可能會通過 Zoom Chat向考生發送指令。如未有遵循這些指令可能會使你的比賽成績作廢，你不能以沒有注意到Zoom Chat的指示作為藉口。

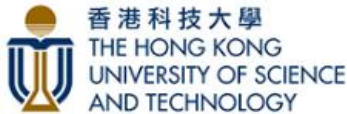
10. It is your responsibility to maintain a stable Wi-Fi connection and the devices' settings throughout the competition. The organizers of the competition take no responsibility for you.

你有責任在比賽過程中保持網絡和裝置功能穩定，就此主辦單位並沒有責任。

After each session of the competition 比賽結束 (第一及第二部分)

1. Towards the end of each session, the proctor will ask you to submit your response online within a minute. You will be brought to this submission page as shown below after submission.

每節比賽即將結束前，監考人員會提醒考生於一分鐘內遞交答案。遞交答案後你會看到以下訊息。



Your submission is well received. 我們已收到你的答卷。

This is the end of this session. 是節比賽已完結。

2. If you encounter any problem, please inform the proctor immediately using Zoom Chat.

如你遇到任何問題，請立即以 Zoom Chat 通知監考人員。