

Highlights

Library

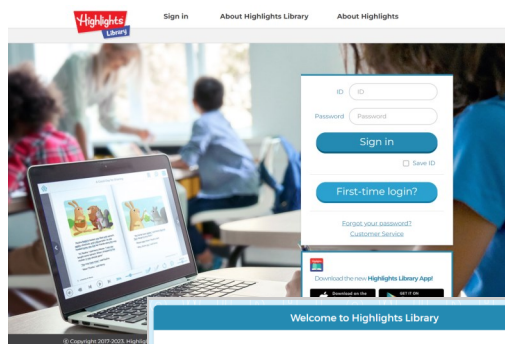
Highlights Library includes collections of 30 phonics readers, 3000 fiction (stories) and nonfiction readings, and 250 video clips. These engaging stories and articles are beautifully illustrated by award-winning artists and contain content that encourages learning and reading, making them perfect for English language learning.

Highlights Library 提供近三千多本故事和非小說類圖書，新增三十本拼音圖書，及附二百五十個動畫或短片。這些富吸引力的故事和文章，都包含鼓勵學習和閱讀的內容，幫助孩子學習閱讀，促進英語學習。



1 Login 登入

- Go to <https://library.highlights.com>
開啟網絡瀏覽器，鍵入網址 <https://library.highlights.com>
- Enter your ID and Password
輸入您的用戶名稱和密碼

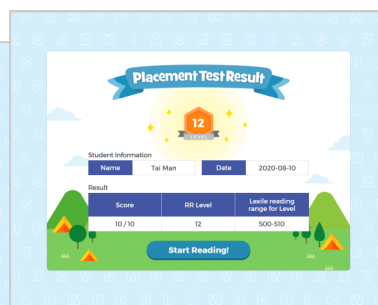
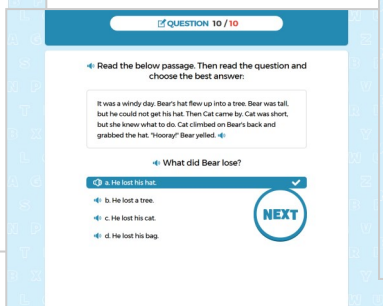
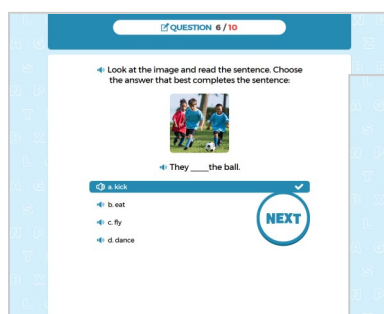
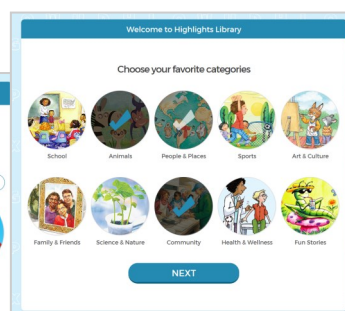
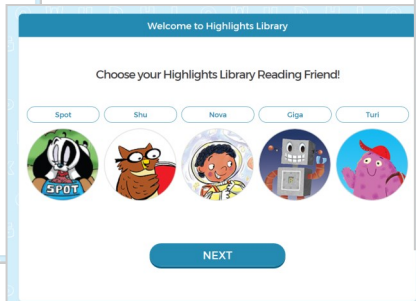
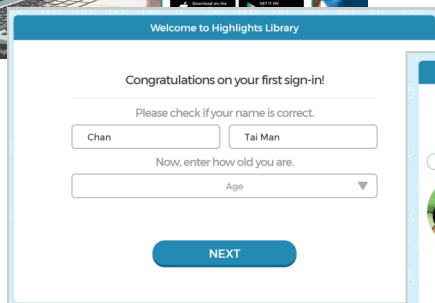


First Login 首次登入

- Enter your age 先輸入您的年齡
- Choose your Reading Friend 選擇您喜歡的伴讀角色
- Choose your favorite content areas 選擇您喜歡的主題內容（可選多項）
- Complete the Placement Test 開始水平測試 · 回答 10 題選擇題

First-time login?

*** 由於校方已設定您的用戶名稱和密碼，此功能並不適用。



Through a placement test, you will receive books that correspond to the individual's level with various categories to read based on your interests.

完成後，系統會自動計算結果，找出與您個人水平相對應的圖書。



TECHNICAL REQUIREMENTS:

Recommended Browsers 瀏覽器: Chrome (Preferred), Internet Explorer (except IE 7, 8)

Operation System 作業系統: Windows

Screen Resolutions 屏幕解象度: 1024 x 768 pixels (minimum 最小值)

* Optimized on PC, Tablet, iPad 可用於 PC, Tablet, iPad

Any enquiries, GO TO **MY PROFILE** > **Support** and E-mail US
如有任何查詢，請到 **MY PROFILE** > **Support** 頁面電郵至 cust.service@stanfordhouse.com.hk。

Exclusive Distributor

Stanford House

2

Dashboard 主頁面

- Have a quick view on your own progress and goal.
快速查看自己的進度和目標。
- Different book lists are shown on the dashboard and allow you to have quick access.
主頁面中顯示不同的圖書列表，讓您可以快速查看及閱讀。



Home

Library

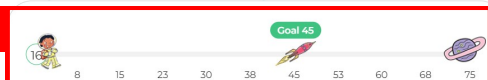
My Profile

Reward

Hello! Mavis

My Level

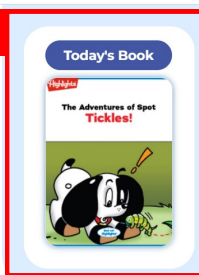
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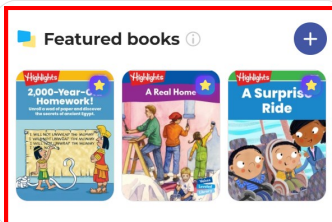
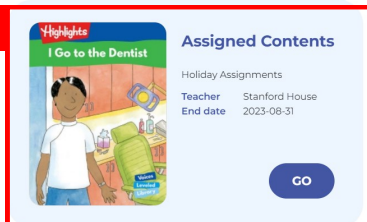
3

RR Level 16	This Month	This Week	All-Time
Books 3 / 75	Books 1	Books 0	Books 55
Minutes 0	Minutes 0	Minutes 0	Minutes 134

1



4



5

6



7



- Today's Book:** A book is recommended every day based on your level and interest. 根據個人水平和興趣，系統每天推薦一本圖書。
- Reading Goal:** Number of books to read in your reading level to level up. 在您的閱讀水平，您需要閱讀的圖書數量以升到高一級。
- Reading Progress:** Display that shows the number of books read at the current level, and number of books and minutes read this month and this week. 顯示當前級別已閱讀的圖書數量，以及本月和本週閱讀的圖書數量和累積閱讀時間。
- Assigned Contents:** Contents assigned by your teacher to read. This section will disappear if you do not have any assignments. Please note, recent books will appear in this section if no contents are assigned. 老師如有指定閱讀的內容，您可在此部分查看。如果您沒有任何作業，此部分將會消失，而最近閱讀過的圖書將出現在該部分中。
- Featured Books:** Books recommended by HL for students regardless of their level. HL 會為學生推薦特色圖書，此不考慮個別水平。
- Recommended Books:** Books recommended based on your reading level. 根據您的閱讀水平推薦的圖書。
- Recent Books:** List of books recently read but not finished. 最近閱讀過但未完成的圖書列表。



Hover over a book cover to see these buttons appear. 將滑鼠懸停在圖書封面上，即可看到這些按鈕出現。

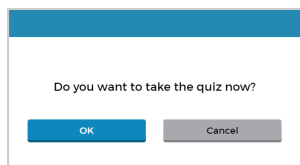
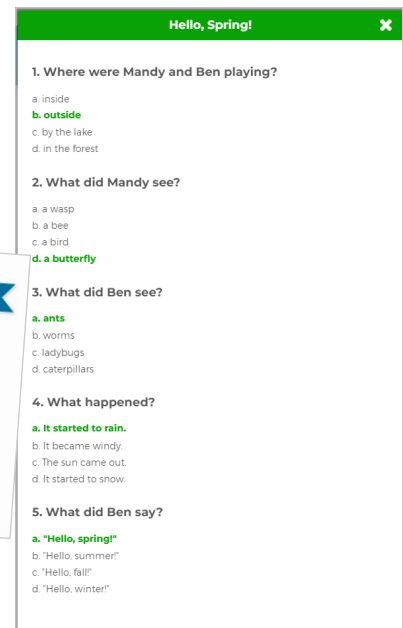
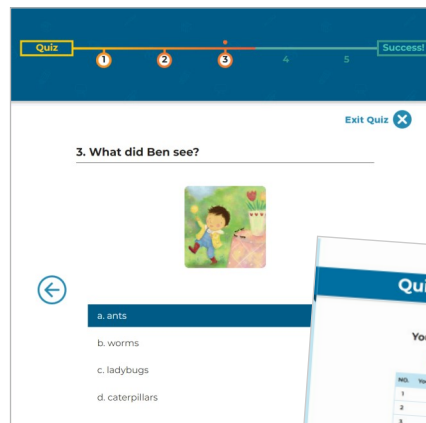
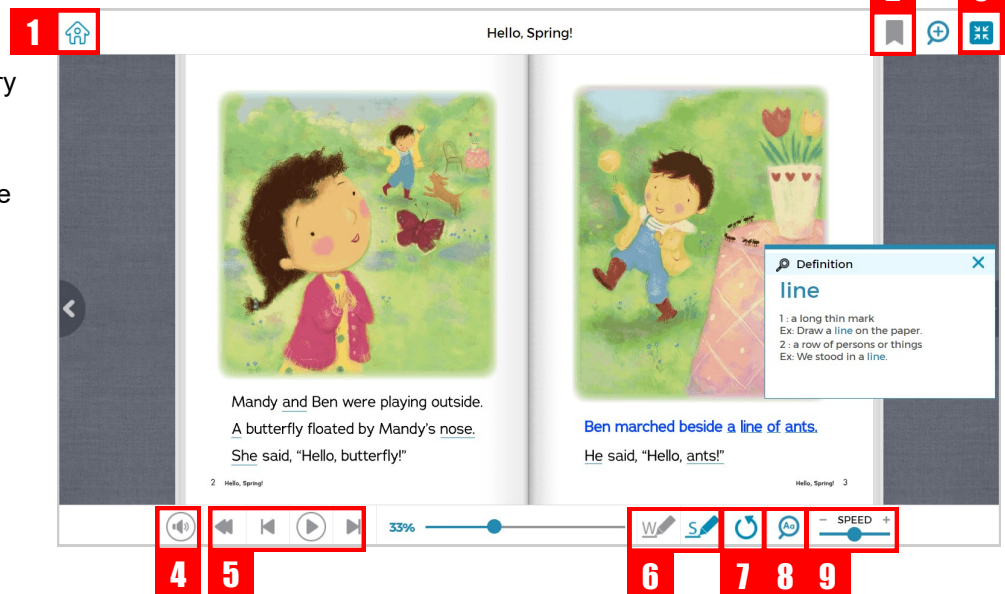
- Read Book:** Opens ebook viewer to read book 打開電子書以開始閱讀。
- Book Information:** Opens "Book Details" window where you can see the reading levels, category, book description, and any activities. Please note, some activities are shaded (unavailable) if you have not yet read the book. Read the book to gain access to all of the fun activities! 檢視【圖書詳細信息】，您可以在其中查看閱讀級別、類別、圖書描述和任何讀後練習。請注意，如果您尚未閱讀本書，某些練習可能會顯示為灰色（不可用）。完成閱讀後，便可開始各個讀後練習！
- Favorite Book:** Add book to your list of Favorite Books 將您喜歡的圖書添加到您最喜歡的圖書列表中。

Read a Book and complete the after reading activities 閱讀圖書並完成讀後活動

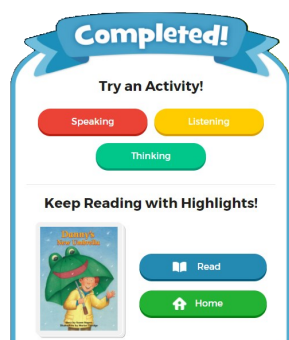
- From HOME, hover over a book cover, then click on the book icon 在主頁面，用滑鼠點擊圖書封面兩下，或點擊書籍圖標 以開啓圖書閱讀模式
- Click play button to read with audio 閱讀圖書時，點擊播放 按鈕收聽音頻

Use the toolbar to read and listen to the story
使用頁面下方工具列閱讀及聆聽故事

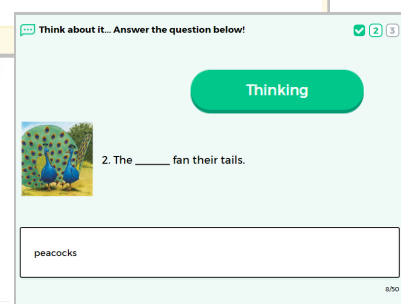
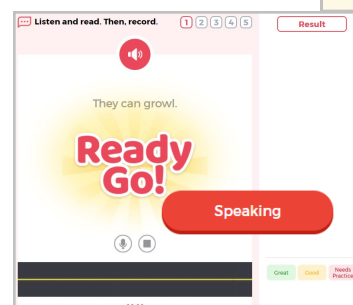
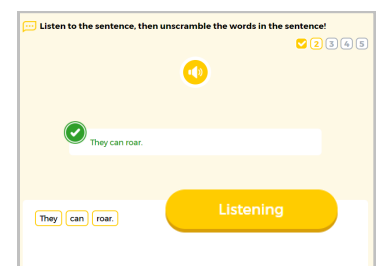
- Return to HOME 返回主頁
- Double click the upper right corner of the page to make a bookmark and click the bookmark button to return to the bookmarked page
點擊圖書頁面右上角以製作書籤，並點擊右上角按鈕返回先前設置書籤。
- Full Screen 放大至全屏
- Auto-Play 自動播放
- Go back, Pause/Play, Go forward
暫停 / 播放音頻，及前後轉頁
- Word or sentence highlighting
用螢光標出詞或句子
- Repeat current sentence 重複當前句子
- Click to display underlined words. Long clicking underlined words to open a popup that displays the definition.
單擊放大鏡以顯示帶下劃線的單詞。長按帶下劃線的單詞，彈出窗口以顯示單詞定義及或例句。
- Adjust audio speed 調整音頻速度



- When you finish reading a book, click **【OK】** to start the comprehension quiz. 閱讀完畢後，可按**【OK】**開始解答閱讀理解題目。
- When finished the quiz, click **【OK】** to submit your score and **【Review Answers】** to review the questions and answers again. 完成閱讀理解題目後，可按**【OK】**以提交得分，並按**【Review Answers】**再次檢視題目及答案。



- There are **600 Readers+** titles that include extra **Speaking, Listening, and Thinking** post-reading activities. The activities further support reading and English development. 圖書庫中，有 600 本 Readers+ 圖書，提供額外的口語、聽力和思維練習，進一步支援閱讀和英語學習。
- When you finish the quizzes, a pop-up screen will show you the activities. 完成測驗後，您可以於彈出的方框選擇其他練習。

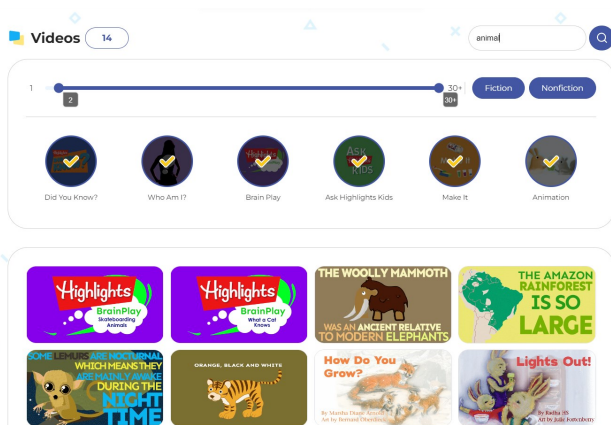


The Readers+ Speaking Activity is not supported on mobile web browsers. You need to use the app or a PC browser. 手機及平板電腦的網絡瀏覽器，暫不支援 Readers+ 中的口語練習，請您使用應用程式或電腦瀏覽器。

4

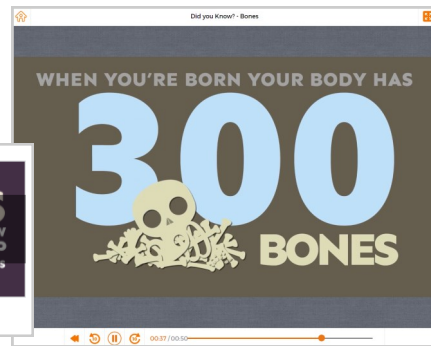
Videos 影片

- There are 250 videos of entertaining animations and live-action, science facts
您可以觀看 250 個有趣的故事動畫・科學知識和實景短片

Go to **Library >**

Videos

to select the videos by levels and/or categories
到圖書館 > 影片部分・
按深淺程度及類別選擇。

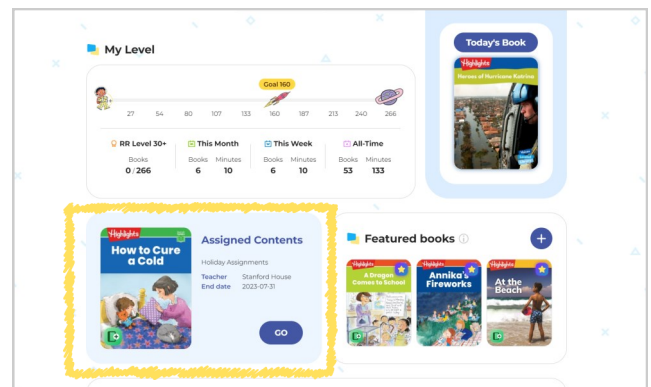
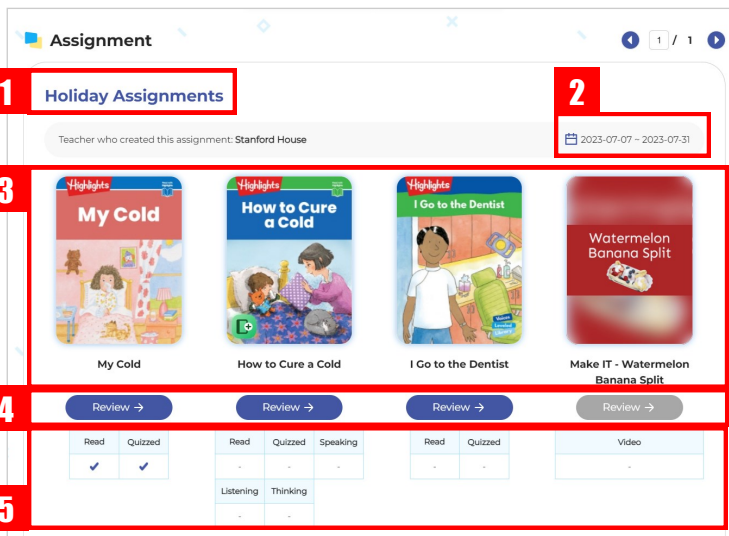


5

Assignment 指定閱讀圖書

- View books assigned by your teacher 查看老師指定閱讀圖書列表
- Click the Read icon  to read the assigned book
點擊書籍圖標  以開啓圖書閱讀模式

Read the **Assigned Contents** section as shown in HOME, click **GO** to read the book as assigned by your teacher. 在主頁「指定內容」部分，或到圖書館 > 作業部分，查看老師指定圖書及/或短片，並完成閱讀及練習。

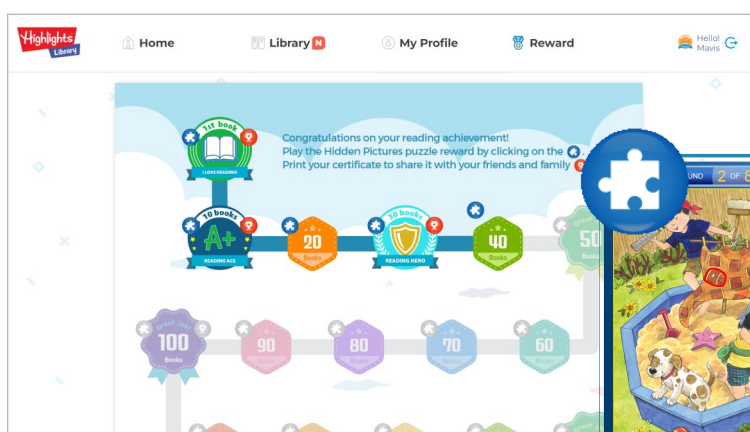


- Assignment Name 作業名稱
- Start and End Date 指定閱讀期限
- Books and videos in the assignment 作業書目
- Review: You can review your scores on any previous activities 您可以查看之前任何練習的分數
- Types of activities assigned & your progress 老師指定圖書及相對應練習，以及您的進度

6

Rewards 獎勵頁面

- Receive rewards for reaching reading milestones, including Hidden Pictures puzzles and reading certificates 達到一定閱讀書量，可獲得隱藏圖片謎題和閱讀證書作獎勵

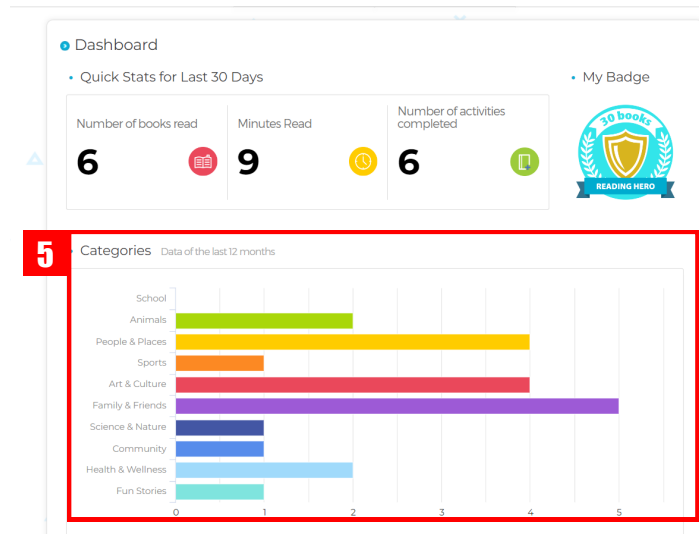
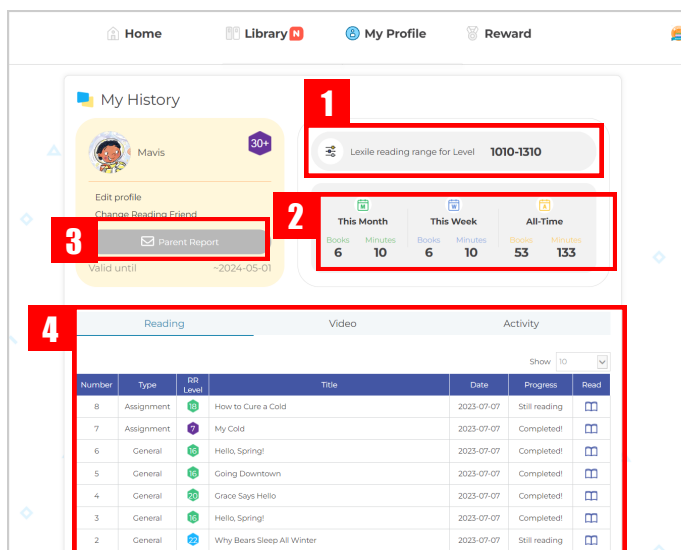


Hidden Pictures



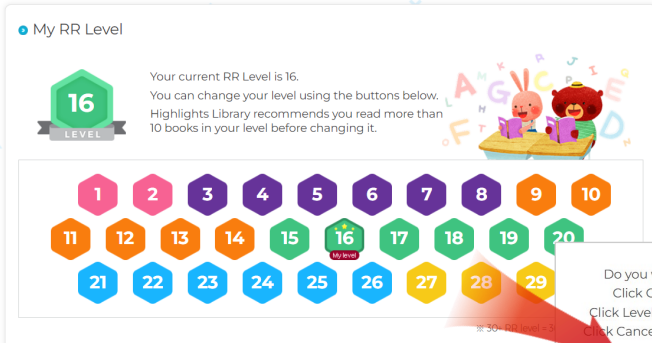
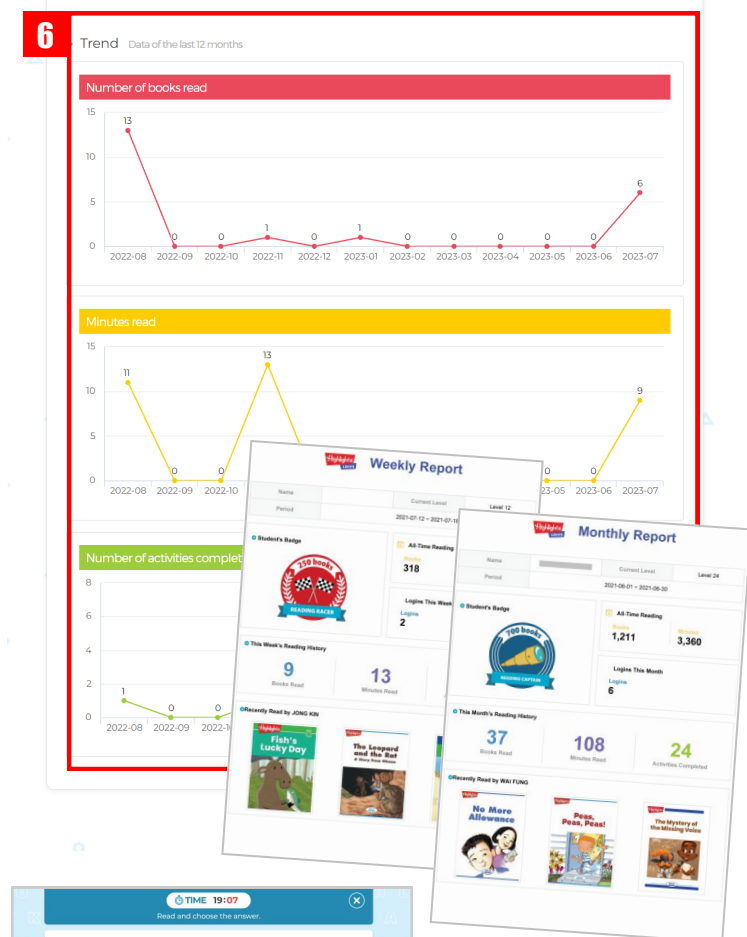
My Profile 個人歷程檔

- Check your reading history 檢視個人閱讀紀錄
- Edit your reading interests 編輯你喜歡的主題
- Take the Level-up test and change your level manually 您可以進行升級測試，以更改您要閱讀的圖書級別



Go to **My Profile** > **My History** / **Dashboard** to review your reading history 到我的歷程檔 > 我的歷史 / 數據頁，查看個人閱讀紀錄，及檢視相對應圖表。

- 1 Your current reading level 您的當前閱讀水平
- 2 Number of books read this month and this week 本月及本週閱讀圖書數量
- 3 Click **Parent Report** to access report settings. Enter the parent or guardian email address, select *weekly* or *monthly* report. 點擊【家長報告】進行設置，選擇接收 每週或每月報告。
- 4 Reading history, video history and activity scores in last three months 查閱最近三個月閱讀（圖書及視頻）進度表，及完成練習分數。
- 5 Number of books read in each Contents Area (last 12 months) 各主題內容的閱讀數量（過去十二個月）
- 6 Charts show a summary of 'number of books read', 'minutes read' and 'number of activities completed' in a year. 圖表顯示過往一年中，「閱讀圖書數量」、「閱讀時間（以分鐘計）」和「完成練習數量」的摘要。



The screenshot shows the 'Level-up Test' interface with a reading passage and a multiple-choice question.

Read and choose the answer.

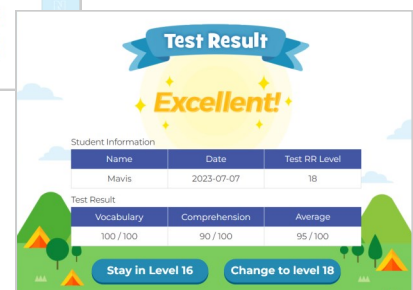
Brett and Jonah were brothers. Both boys were smart, and they both liked making things. But Brett especially liked being outdoors, while Jonah enjoyed indoor activities more. The boys wanted to build a tree house. They found the best tree. He carefully drew the plans. They worked hard together. Their tree house was done. Now the brothers sit outside and inside at the same time!

What do both Brett and Jonah like?

☐ doing trees
☐ doing things
☒ doing
☐ doing activities
☐ I don't know

Buttons: Cancel, OK, Level-up Test, NEXT

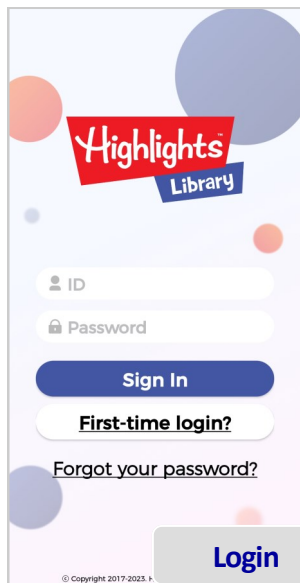
- Go to **My Profile** > **My Level** to change your reading level 到我的歷程檔 > 我的級別以變更您要閱讀的圖書級別
- Click on your desired level and take the Level-up Test. 點擊您想要的圖書級別，並進行升級測試
- Based on the Test Result, decide to stay at the current level or change to the desired level. 根據升級測試結果，您可以決定保留在當前級別或改變到新級別



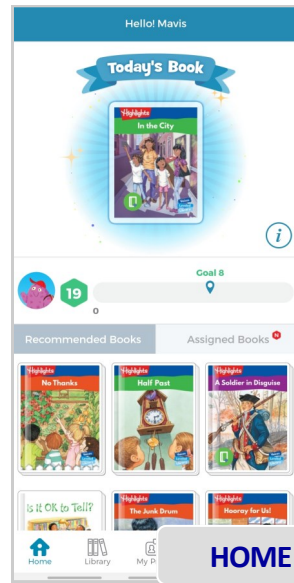
8

Mobile App 流動應用程式

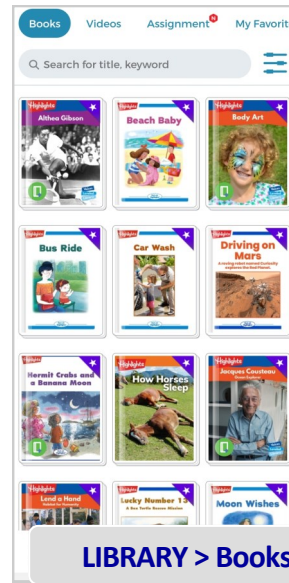
The app makes it easy to access the library from anywhere! with the ability to read offline and save reading progress, children can easily pick up where they left off each time they log in in 流動應用程式使您可以輕鬆地從任何地方登入 Highlights Library! 在離線情況下，仍可閱讀和保存閱讀進度，讓孩子們可以輕鬆地從上次停下的地方繼續閱讀。



Login



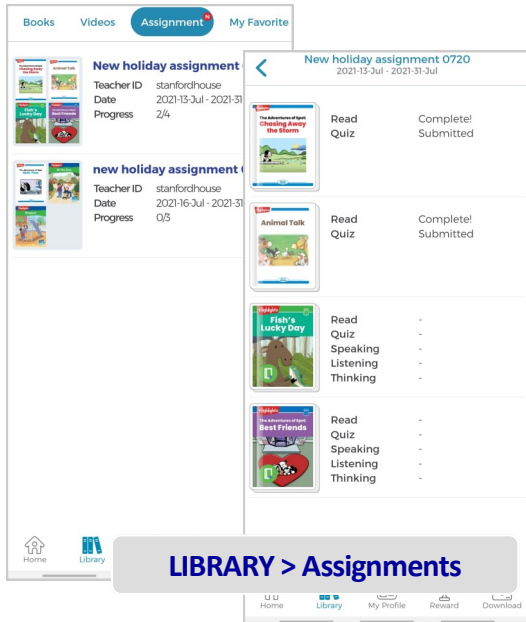
HOME



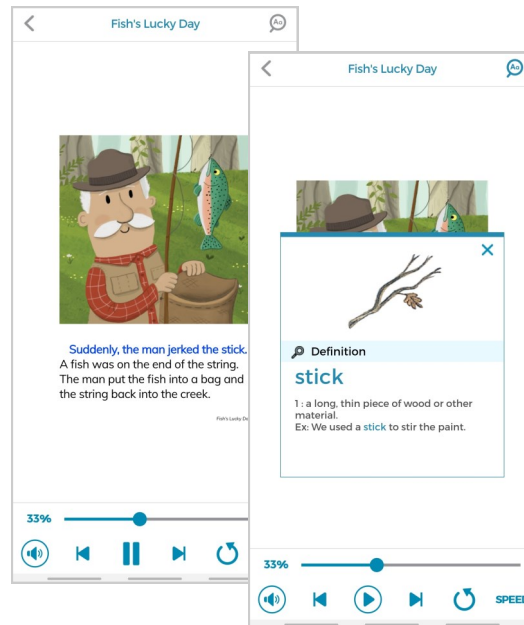
LIBRARY > Books



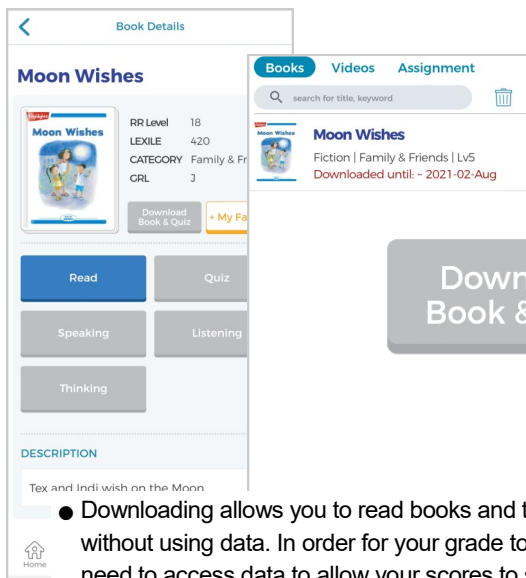
LIBRARY > Videos



LIBRARY > Assignments

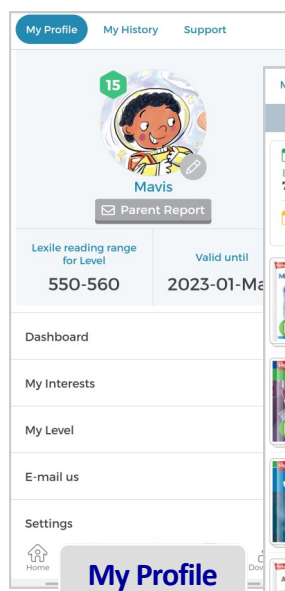


- eBook reading tool allows for customizable reading experience 下方工具列允許自定義閱讀體驗
- Tapping on a sentence quickly repeats the sentence 點擊一個句子快速重複該句子
- Holding your finger on a word creates a pop up containing the definition 點擊右上角「放大鏡」圖示，再將手指按在單詞上，就會彈出一個包含定義的視窗

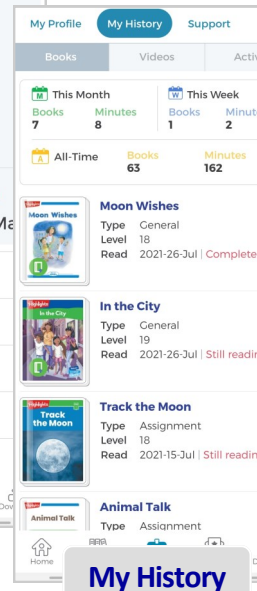


Download Book & Quiz

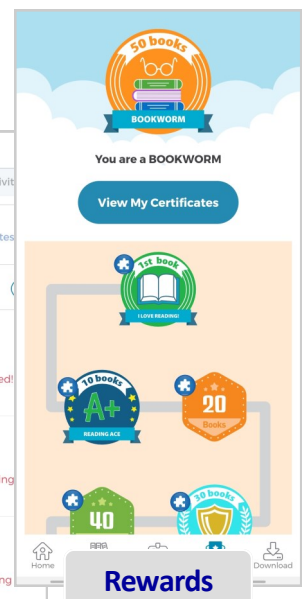
- Downloading allows you to read books and take quizzes without using data. In order for your grade to count, you will need to access data to allow your scores to save. 下載作業允許您在不使用數據的情況下閱讀書籍和進行測驗。為了計算您的成績，您需要連接數據以儲存您的分數。



My Profile



My History



Rewards

- Some assignments may contain Readers+ activities, they cannot be downloaded. 某些作業可能包含 Readers+ 練習，將無法下載。