

Award Scheme on Instructional Design

2022/2023

Regulations

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Table of Contents

Chapter I	Background.....	2
Chapter II	Introduction of the Scheme	3
Section 1	Objectives.....	3
Section 2	Eligibility	3
Section 3	Categories.....	3
Category i	Lesson Plan.....	3
Category ii	Pedagogical Research.....	4
Category iii	Teaching Achievements	4
Category iv	Teaching Aids	5
Category v	Public Lesson	5
Section 4	General Notes.....	5
Section 5	Information and Enquiries.....	6
Chapter III	Schedule and Registration.....	7
Section 1	Schedule	7
Section 2	Notes on the Schedule	7
Section 3	Notes on Registration.....	8
Chapter IV	Submission of Entries	10
Section 1	Submission Method.....	10
Section 2	Components to be Submitted	10
Section 3	Requirements for Documents	11
Chapter V	Evaluation and Awards.....	16
Section 1	Jury Panel.....	16
Section 2	Rankings and Other Awards	16
Section 3	Evaluation Criteria	18
Section 4	Awards.....	20
Section 5	Announcement of Awardees and Awards Arrangements	20
Chapter VI	Responsibilities and Obligations	22

Chapter I Background

In accordance with Law No. 9/2006 “Fundamental Law of Non-tertiary Education System,” the professional development of teaching staff must be in line with the requirements of the education development of Macao Special Administrative Region; it shall be implemented through diverse means and flexible forms of participating in training, self-study, survey and practice. The education authority shall provide conditions and resources for professional development of teaching staff.

In order to encourage teaching staff to participate more actively in teaching research, continuous learning and self-enhancement, and to incorporate the knowledge and theories absorbed in their research and learning into teaching design and put it into practice, the "Award Scheme on Instructional Design" was established in 1996, providing channels for teaching staff's teaching design and teaching research results to receive feedback and suggestions from experts, thereby stimulating their professional development. At the same time, the "Award Scheme on Instructional Design" is a platform for teaching staff to exchange and share their teaching experience and achievements. Teaching staff can reference their entries among each other to achieve resource sharing, thus improving teaching quality.

The "Award Scheme on Instructional Design" includes several categories according to the nature of the entry, offers different award rankings, encourages teaching staff to strive for excellence and innovation, promotes the development and innovation of education and curriculums, and meets the needs of the development of education in Macao.

Chapter II Introduction of the Scheme

Section 1 Objectives

The establishment of the "Award Scheme on Instructional Design" aims to stimulate teaching creativity, encourage teaching staff to reflect on their teaching, build morale in teaching research, improve teaching staff's quality, thus, promoting their professional development. At the same time, it encourages the improvements of school-based curriculums and teaching, the implementation of education reform, summarizes and shares achievements so that teaching effectiveness is enhanced and education quality is improved.

Section 2 Eligibility

All teaching staff of non-tertiary formal or recurrent education, holding a Teaching Staff Card valid for the 2022/2023 school year issued by DSEDJ are eligible to participate.

Section 3 Categories

The "Award Scheme on Instructional Design," according to the content, nature and purpose, includes five categories, namely "Lesson Plan," "Pedagogical Research," "Teaching Achievements," "Teaching Aids," and "Public Lesson".

Category i Lesson Plan

The lesson plan design shall adhere to pedagogical principles, fulfill students' learning needs and enhance teaching effectiveness.

On the basis of the scope of the entry, there are three sub-categories: "Single Unit," "Theme," "Academic year."

1. Lesson plan for Single Unit: educational activities¹ of no fewer than four lessons,² covering the content of at least one complete unit.

¹ The definition of "teaching activities" and "educational activities" in this set of Regulations shall make reference to Curriculum Framework for Formal Education of Local Education System (hereafter Curriculum Framework) Article 3 and Annexes I to IV.

2. Lesson plan for Theme: duration of at least half an academic year³ educational activities covering all the content of the subject in the time period.
3. Lesson plan for Academic Year: duration of one full academic year, educational activities covering all the content⁴ of the subject in the time period.

Category ii Pedagogical Research

The research shall explore, analyze and discuss teaching activities and behavior, provide reflections and suggestions based on the research results so as to improve lesson quality and promote the effectiveness of teaching and learning.

The main text of the entry is limited to between 15,000 and 30,000 words (cover, abstract, table of contents, references and bibliography, footnotes, figures, charts, tables, appendices etc. not included).

Category iii Teaching Achievements

The entry shall align with the education direction and policies of the Macao SAR; embody the spirit of cultivating people and the spirit of the times; provide solutions to the existing difficulties and future challenges in education and teaching; propose new scientific ideas, methods and measures that have been applied and proved to have significant effects on uplifting education standards and quality. The entry is also a model of the school and represents important achievements in education reform and practical exploration. Scope of the entry may involve curriculums, teaching, evaluation, resource building etc. The duration of implementation and research should not be less than two or four full school years.

² According to Curriculum Framework, Annexes I to IV, duration of each lesson is 25-40 minutes for infant education, 35-45 minutes for primary, junior secondary and senior secondary education. Revisions and assessments are excluded in the lesson counts in this sub-category.

³ According to “System Framework for Private School Teaching Staff of Non-tertiary Education” Clause 6 of Article 2, “Academic year” refers to the period between the beginning and the end of teaching activities in a school year.

⁴ The main body of the work shall be teaching activities stated in Annexes I to IV of “Curriculum Framework” and shall include lessons such as test/exam review sessions, sessions for university admission exam preparation. Other related educational activities may also be included in the entry. In case of class suspension announced by DSEDJ due to adverse conditions, substitute educational activities such as online classes and assignments during the period shall be regarded as essential components of the entry.

Category iv Teaching Aids

The teaching aids shall be created or developed by the entrants. As a tool which provides aids to teaching activities, the entry shall be beneficial to students' understanding of the lesson content and difficult ideas, and deepen their experience of the learning unit. There are two sub-categories: "Physical Work" and "Software":

1. Physical Work: The entry is a physical object and may involve electronic or IT components.
2. Software: The main part of the entry is computer software program⁵, it has to be a complete set of teaching aids designed and operated by information technology carriers, such as computers, tablets, VR glasses.

Category v Public Lesson

The entry is an in-person teaching demonstration of one complete lesson.⁶ Entrants are also required to stand in front of jury members for oral defense during the demonstration session. The in-person demonstration sessions are scheduled to take place between February and April in 2024. The date, time and venue are to be announced. The lesson should be creative with unique features, encourage active participation in learning and discussions among students and worth promoting and demonstrating.

Sub-categories for this year are: infant education, primary education (Chinese, English, and Mathematics only), secondary education (Chinese, English, and Mathematics only).

Section 4 General Notes

1. The entry has to be original and never been presented, awarded or published

⁵ Mobile phone Applications are not accepted this year.

⁶ According to "Curriculum Framework" Annexes I to IV, duration of each lesson is 25-40 minutes for infant education, 35-45 minutes for primary, junior secondary and senior secondary education.

before.⁷ Dissertations or theses of any kind are not accepted. If any of these situations is found, the entry will be disqualified.

2. For the categories of Lesson Plan and Public Lesson, it shall be the entry relating to teaching/trail teaching implemented and completed in the school year ⁸2022/2023. For other categories, it shall be the entry related to projects completed in the school year 2022/2023.
3. The entries of “Lesson Plan,” “Teaching Aids” and “Public Lesson” should have been put into practice, i.e. teaching / trail teaching implemented by at least one of the entrants who teaches the corresponding subject and grade in the corresponding school year.
4. Entries that had previously been evaluated in the “Award Schemes on Instructional Design” cannot be resubmitted even after being revised or rearranged.
5. Each entry (full/partial) is allowed to register under only ONE category and sub-category.
6. Registrations and entries have to meet the specifications and requirements as stated in this set of Regulations, otherwise they will be disqualified.

Section 5 Information and Enquiries

1. Please visit the Award Scheme on Instructional Design webpage for updates:
<http://www.dsedj.gov.mo/cre/tplan>.
2. For enquiries, please contact Ms. Lau, Ms. Lam or Mr. Tam by phone at 83959101, 83959122 or 83959108, or by email to tplan@dsedj.gov.mo.

⁷ “Present” includes any form of publicising the completed entry such as written and oral presentation, demonstration, sharing seminar on any occasion. Non-public activities of the organisations and groups, such as demonstration and sharing activities within the school, shall not be considered as the act of “present.”

⁸ According to Article 9 of “Curriculum Framework”, “school year” refers to the period from September 1 to August 31 of the following year.

Chapter III Schedule and Registration

Section 1 Schedule

Item	Registration and submission of entries	Evaluation	Announcement of award winners
Date	2023/07/11 - 08/31	2023/12 – 2024/3	On or before 2024/05

Section 2 Notes on the Schedule

1. After submitting registration, entrants may generate an entry number through the system and they have to put the entry number on the entry as required.
2. Entrants are required to successfully submit their registration and entries within the said period. In cases of late registration or submission, failing to complete the submission procedure, the registration or the entries will not be accepted.
3. There is NO mechanism for submission of supplementary information. Entrants should check carefully before submitting registration and uploading the work.
4. If DSEDJ has any questions⁹ about the registration or the entry, clarification¹⁰ request will be sent to entrants by email, an SMS and published on "Award Scheme on Instructional Design" on Teachers' Chamber webpage before the announcement of the admission list. Entrants are obliged to pay attention to relevant notification, log on to the system to check the latest registration status and provide clarification before the designated date. Late submission of clarification will result in the rejection of the entry; clarification that does not comply with the requirements will not be considered.

⁹ DSEDJ will establish the "Preliminary Check Working Group" to conduct preliminary checks on the registrations and the entries.

¹⁰ Entrants may only provide clarification that does not involve modifications of the registration or the entry.

5. The list of admission will be published on “Award Scheme on Instructional Design” on Teachers’ Chamber webpage around eight to ten weeks, counting from the next day after the deadline for registration and submission of entries. Besides, entrants may also check the most up-to-date status of their entries in the said system. Schools may check the list of the admitted entries of their teaching staff on “School’s Interactive Zone.”
6. Within five working days, counting from the next day after the publication of the list of admission, unsuccessful entrants can make a request, with justification and a clear statement, for reviewing the admission eligibility for their entry that was rejected; the entry number and name of the entry to be reviewed need to be provided. The review request¹¹ shall be made in writing. The review result will be notified by email and published on the system of "Award Scheme on Instructional Design" within 15 days after the end of the application period for a review request.

Section 3 Notes on Registration

1. Types of Registration:

According to the number of entrants and entry categories, registration may be made under "Individual," "Group" or "School":

Individual: One person registers as the entrant

Group: More than one person registers as the entrant; one of them is the contact person

School: Entries recommended and confirmed by the school

2. Upper limit on the number of entrants and entries:

(1).For Lesson Plan, Pedagogical Research, Teaching Achievements and Teaching Aids, the upper limit is six entrants per group; for Public Lesson, the upper limit is two entrants per group.

¹¹ “Preliminary Check Working Group” shall review the review request with reference to the grounds and explanations provided. Admission status are only granted to entries that satisfy the requirements and specifications of the Regulations.

(2) For “Public Lesson” and “Teaching Aids” , each school unit can submit two entries; for “Teaching Achievements” , each school can submit one entry.

(3) Each teaching staff member may submit a maximum of 3 entries for selection; entries relating to "Teaching Achievements," "Teaching Aids" and "Public Lesson" is not included in the calculation of personal quota.

3. Registration Procedures:

(1) Registration and Confirmation:

Registration can be made in the system of “Award Scheme on Instructional Design” on Teachers’ Chamber webpage. If there is more than one entrant, the group has to assign a contact person. The contact person will log on to Teachers’ Chamber to register in the said system and the rest group members will confirm the registration in the system to complete the registration procedure. Incomplete registration will not be accepted.

(2) School Recommendation:

Registration for “Teaching Achievements,” “Teaching Aids” and “Public Lesson” is to make on the recommendation and verification of the school in order to complete the registration procedure.

The contact person will log on to Teachers’ Chamber to register in the said system; other group members (if any) also have to confirm the registration in the system. Finally, the school will log on to “School’s Interactive Zone” to confirm the recommendation and registration.

Chapter IV Submission of Entries

Section 1 Submission Method

After registration, the contact person needs to generate the entry number through the system. Entrants are required to mark the entry number in the text and in the digital file name as required. The work has to be uploaded successfully and the submission procedure has to be completed within the “Period of registration and submission of entries”. The system will send out a confirmation email automatically on completion of the submission procedure.

Section 2 Components to be Submitted

1. Status of the entry and copyright declaration:

All entrants are required to declare the status of the entry as well as make copyright declaration in the system of “Award Scheme on Instructional Design” on Teachers’ Chamber webpage. Entries with incomplete declaration and confirmation will not be considered.

2. Checklist of documents to submit:

Fill in the form in the system of “Award Scheme on Instructional Design”.

3. Electronic file containing the text and other electronic files:

Electronic file containing the text shall include a DOC and PDF file; written according to “Document Format Template” for the Scheme. The entry number shall be marked on the cover page as well as on the top right corner of each page. The file name of the compressed file shall also include the entry number. Failure to provide a DOC or PDF file, failure to mark the entry number or mark the entry number incorrectly will result in penalty points according to the level of seriousness.

If the category requires submission of images, video and audio files, entrants need to compress all files into a ZIP file for submission. The compressed file for “Teaching Achievements” and “Teaching Aids” shall not exceed 1 GB; for other categories, it is limited to 700 MB.

All files are to be compatible with Windows 10. Files that cannot be opened or operated will not be accepted and evaluated.

Section 3 Requirements for Documents

1. Specifications:

The entries shall meet the following specifications; otherwise, they will be disqualified:

(1) The entry of Lesson Plan has to include:

Cover page, introduction, table of contents, teaching schedule¹², lesson plan, evaluation of teaching effectiveness, advice on reflections and improvements, bibliography and other related teaching materials. The teaching schedule shall indicate the date of each lesson¹³ (year/month/day). A lesson plan is required for each lesson, which shall follow the general lesson plan format.¹⁴ Lessons such as students' presentation, showcase of students' learning achievements, extended learning activities also need to be presented in a lesson plan format. General revision lessons and pre-exam revision lessons shall be included in the entry of the sub-category: "Academic Year."

(2) The entry of Pedagogical Research has to include:

Cover page, abstract, table of contents, introduction, literature review, research timeline (month/year), methodology and process, analysis and discussion, conclusion and suggestions, as well as bibliography.

(3) The entry of Teaching Achievements has to include:

¹² If the teaching content is arranged in a period not of that subject (such as "morning reading," "weekly assembly," "class affairs"), it should be remarked and explained in the teaching schedule.

¹³ If the educational activities (such as field trips, visits, or substitute educational activities due to school suspension) of specific lessons are arranged outside regular classrooms, they need to be remarked and explained in the teaching schedule.

¹⁴ Shall include but not limited to lesson name, duration, objectives, content, detailed description of the steps and flow etc.

Cover page, a brief introduction on the achievements, table of contents, research content and implementation of the achievements, research timeline (month/year), methodology and process, innovative ideas borne by the achievements, application of the achievements, effects and reflections, photos and videos of the achievements, bibliography as well as related teaching materials (if any).

(4) The entry of Teaching Aids has to include:

Physical Work: cover page, introduction (marked with date of completion), table of contents, introduction of its production and operation, lesson plan, photos of the teaching aids, evaluation of teaching effectiveness, advice on reflections and improvements, bibliography, operation video and demonstration video, related teaching resources such as teaching materials.

Software: cover page, introduction (marked with date of completion), table of contents, teaching plan, introduction of its production and operation, screenshots of the operation process, evaluation of teaching and advice on reflections, bibliography, operation video and in-class demonstration video, trial version or simulator of the work, related teaching resources such as teaching materials.

(5) The entry of Public Lesson has to include:

Cover page, introduction, table of contents, Lesson Plan, evaluation of teaching effectiveness, advice on reflections and improvements, bibliography, related teaching resources such as teaching materials. The teaching plan has to indicate the date (year/month/day) of the trial lesson before the demonstration session. Demonstration session is an essential component of this category. Failure to complete the work within the designated period will result in disqualification.

2. Format:

Entrants are obligated to comply with the following format requirements for the entries submitted by them; failure to do so will result in penalty points according to the level of seriousness.

- (1) A4 size, portrait orientation, horizontal writing, write the page number in the bottom right corner of each page except the cover page.
- (2) Documents shall be written in one of the three languages: Chinese, Portuguese or English. For written Chinese, it is required to consistently use either traditional Chinese characters or simplified Chinese characters throughout all documents.
- (3) The cover page shall include: the name of the Scheme - “Award Scheme on Instructional Design 2022/2023,” the name of the entry, category, sub-category (if applicable), entry number. For Lesson Plan, Teaching Aids and Public Lesson, the education level, subject, and grade need to be indicated. For interdisciplinary work, all subjects involved need to be indicated.
- (4) The sources of all reference materials shall be listed in common academic format as bibliography.
- (5) For the format of the documents, please refer to the “Document Format Template” posted in the system of “Award Scheme on Instructional Design”.

3. Other notes and requirements:

Entrants are obligated to comply with the following requirements and instructions for the entries submitted by them; failure to do so will result in penalty points according to the level of seriousness.

(1) Lesson Plan:

A complete set of related ready to use teaching materials (photos, courseware, tools, multimedia teaching resources etc.) is to be provided. The teaching schedule provided under the sub-category of “Lesson plan for an academic year”, has to indicate the revision lessons, test and examination periods, holidays etc. within the academic year.

(2) Pedagogical Research and Teaching Achievements:

The research paper shall be written in formal academic writing format and follow the conventions of academic paper.

(3) Teaching Aids:

A complete set of related ready to use teaching materials (photos, courseware, tools and multimedia teaching resources etc.) is to be provided.

Operation video: demonstration of how to use the teaching aids (including subtitles with the language used in the written text of the entry).

In-class Demonstration video: demonstration of how to use the teaching aids in a lesson and record of such in-class demonstration.

The length of each video cannot exceed 15 minutes; image resolution should be at least 720 x 576 pixels (in WMV or MP4 format); it should be compatible with Windows 10 and has clear images and sound.

The photos of realia shall be taken from different angles; at least 4 pictures should be submitted.

Introduction of the software shall include the target groups and minimum equipment requirements. Introduction of its production and operation needs to provide details about the environment for using software and hardware, installation specifications and procedures, execution programs, operations of software programs; four or more screenshots of operation have to be provided. The trial version or simulator of the work should be either in the form of an execution file (.exe) or ready to use (no need downloading) for the judges to install on the Windows 10 operating system.

(4) Public Lesson:

A complete set of related ready to use teaching materials (photos, courseware, tools and multimedia teaching resources etc.) is to be provided.

(5) For entries relating to visual arts discipline, drafts/sketches (with descriptions about the ideas or thoughts) and the finished work of students shall be provided.

(6) For the categories involving the submission of lesson plans, the allocation of time for different educational activities shall follow the

provisions of Administrative Regulation No. 15/2014 - “The Curriculum Framework for Formal Education of Local Education System.” It also needs to indicate that the lesson plan meets the “Requirements of Basic Academic Attainments” of related discipline(s) (by indicating the educational stage, subjects and descriptor numbers). The entry may cover some or all descriptors of one discipline or it can be interdisciplinary work. Official copy of the “Requirements of Basic Academic Attainments” for each educational stage can be found and downloaded on the Imprensa Oficial website (www.io.gov.mo) or The Curriculum and Teaching Resources webpage (www.dsedj.gov.mo/crdc).

Chapter V Evaluation and Awards

In order to promote teaching staff's innovation in teaching, stimulate their professional development, and improve school-based curricula and teaching, several award types are offered. A certificate of commendation and reward will be awarded as encouragement.

Section 1 Jury Panel

The Jury Panel comprises experts, scholars, representatives from higher education institutions, academic organizations and the organizer. The Panel conducts evaluation on the entries in accordance with the objectives and provisions of the Regulations of the Scheme such as promotion value, effectiveness of the entry and the consistency with the objectives of the Scheme; the Panel also provides feedback and suggestions.

Section 2 Rankings and Other Awards

There are three types of ranking awards for all categories: Distinction, Class A, Class B. Other award types include: "Award of Information Technology Application," "Award of Emotional Attachments to Home and Country," "Award of Finance and Wealth Management Education," "Active Participation Award for Schools."

1. **"Award of Information Technology Application"**: This is an award type that is subordinate to the Lesson Plan category (optional), aiming to encourage teachers for greater exposure to the ever-changing IT software and hardware and choose suitable IT solutions for teaching so as to uplift teaching effectiveness and efficiency. Separate evaluation will be made. Evaluation is based on the appropriateness and depth of the application of IT solution illustrated in the lesson plan, and the extent of students' using the IT solution in the teaching design.
2. **"Award of Emotional Attachments to Home and Country"**: This is an award type that is subordinate to all categories (optional), aiming to encourage teaching staff to incorporate the elements of "Love Our Country and Macao" and legal

education in the teaching and research process so as to cultivate students' emotional attachments to home and country. Separate evaluation will be made.

3. **“Award of Finance and Wealth Management Education”**: This is an award type that is subordinate to Lesson Plan category (optional), aiming to encourage teaching staff to incorporate the knowledge of finance and wealth management in the teaching, so as to help students develop the concept of wealth management. Separate evaluation will be made.
4. **“Active Participation Award for Schools”**: Schools will be divided into five groups according to the number of teaching staff. The school with the highest percentage of teaching staff successfully admitted to the Scheme for this academic year in each of these groups will be automatically awarded.

Section 3 Evaluation Criteria

Evaluation criteria for all categories and awards are as follows:

1. Lesson Plan

Creativity	Feasibility and promotion value	Accuracy and rigorousness	Completeness	Effective-ness	Writing skills	Pedagogical techniques
20%	15%	15%	10%	20%	10%	10%

2. Pedagogical Research

Originality	Feasibility and promotion value	Accuracy and rigorousness	Completeness	Research value	Ethical consideration
20%	10%	20%	10%	25%	15%

3. Teaching Achievements

Creativity	Feasibility and promotion value	Accuracy and rigorousness	Completeness	Effective-ness	Writing skills	Contribution to education
20%	15%	15%	10%	20%	5%	15%

4. Teaching Aids

Creativity	Feasibility and promotion value	Accuracy and rigorousness	Completeness	Effectiveness	Consistency with the theme
25%	15%	10%	10%	20%	20%

5. Public Lesson

Creativity	Feasibility and promotion value	Accuracy and rigorousness	Completeness	Teaching process and methodology	Professionalism	Teaching objectives, content and effective-ness
20%	15%	10%	10%	15%	15%	15%

Supplementary Award: "Award of Information Technology Application"

Creativity	Feasibility and promotion value	Accuracy and rigorousness	Effectiveness in improving teaching efficiency	Degree of IT integration	Contribution to education
20%	15%	10%	25%	20%	10%

Supplementary Award: “Award of Emotional Attachments to Home and Country”

Creativity	Feasibility and promotion value	Accuracy and rigorousness	Effectiveness in nurturing students' emotional attachments to home and the country	Effectiveness in strengthening students' understanding on the development and achievement of the country	Contribution to education
20%	15%	10%	25%	20%	10%

Supplementary Award: “Award of Finance and Wealth Management Education”

Creativity	Feasibility and promotion value	Accuracy and rigorousness	Effectiveness in developing students' concept of wealth management	Effectiveness in enhancing students' financial knowledge and wealth management ability	Contribution to education
20%	15%	10%	25%	20%	10%

Notes:

The relevance of the entry to the “Requirements of the Basic Academic Attainments” for infant education, primary, junior secondary and senior secondary education” , its development potential and degree of implementation will be considered in evaluation. Official copies of the “Requirements of the Basic Academic Attainments” can be found and downloaded on Imprensa Oficial website or The Curriculum and Teaching Resources webpage.

Section 4 Awards

DSEDJ will offer a Certificate of Commendation and/or reward,¹⁵ to awardees with reference to this set of Regulations, according to the quality of their entry and the ranking. DSEDJ reserves the right to make the final decision on the number of awards and the list of awardees. Award types¹⁶ (in pataca) are as follows:

Award		Distinction	Class A	Class B
Category				
Lesson Plan	Single Unit	5,000	3,600	2,500
	Theme	18,000	12,600	8,800
	Academic Year	36,000	25,200	17,600
Pedagogical Research		10,000	7,000	4,900
Teaching Achievements		45,000	31,500	22,000
Teaching Aids		5,000	3,600	2,500
Public Lesson		7,000	5,300	3,700
Supplementary Awards under Lesson Plan Category				
Information Technology Application		1,500	1,000	700

Section 5 Announcement of Awardees and Awards Arrangements

1. The list of awardees will be published on Award Scheme on Instructional Design webpage. Entrants will be notified by email about the announcement.
2. Any person or entity that objects to the List of Awardees may make a written appeal with specific explanations within five working days, counting from the day following the announcement date of the List. Late appeal will not be accepted.

¹⁵ The cash prizes for this edition are sponsored by Bank of China (Macau).

¹⁶ Certificate of Commendation will be offered for “Award of Emotional Attachments to Home and Country,” “Award of Finance and Wealth Management Education,” and “Active Participation Award for Schools” as encouragement and recognition; no cash prize will be granted.

3. Appeal cases will be reviewed by the Consultants and Appeal Committee.¹⁷ Their decision is final. DSEDJ will notify relevant person of the decision by letter within six to eight weeks, counting from the next day after the end of appeal period.
4. Distinction awardees will be invited to the Awards Ceremony. Details will be announced later. Bank of China (Macau) will directly transfer the cash prize to the Pataca bank account of the awardee / designated group member before September 2024. The organizer will notify the awardees of the transfer.

¹⁷ The Consultants and Appeal Committee will review relevant dossiers, assessing the fairness and impartiality.

Chapter VI Responsibilities and Obligations

1. There is no mechanism for submission of supplementary information or making amendments. Entrants bear the responsibility to ensure the completeness and accuracy of their registration and entry submitted. If the registration or entry is incomplete, the entry fails to comply with the Regulations or registration information, admission will not be granted. If the document is uploaded incorrectly, the information on registration or entry is incorrect, it will not be accepted.
2. Besides Public Lesson, entrants of the other four categories are obliged to ensure the names of the entrants and their schools, the unique information, distinguishing features or codes, contact information etc. will not be shown on the entry submitted. Violation may result in penalty points, cancellation of eligibility, disqualification from awards.
3. Plagiarism or use of any data or material that infringe intellectual property rights is strictly prohibited. If it is found, DSEDJ may disqualify the entrants from admission or awards; the awards granted may be withdrawn with retrospective effect.
4. Entrants bear the responsibility for clarifying the intellectual property rights of their entry. Should the entry be involved in intellectual property rights infringement, entrants will bear related legal responsibilities.
5. Entrants are obliged to ensure that their entry complies with the Regulations. Depending on the decision of the Jury Panel and the degree of violation, DSEDJ may disqualify the entrants from admission or awards; awards granted may be withdrawn and with retrospective effect.
6. If an entrant submits his/her entry to other organisations for subsidy application or for participation in other competitions, and the subsidy or award is granted before the release of the results of the Scheme, the entrant has to notify DSEDJ of the situation immediately and withdraw from participation in the Scheme. Failing to perform such obligation may result in disqualification from admission and awards; the awards granted may be withdrawn with retrospective effect.

7. DSEDJ and the entrants jointly own the rights (full or partial) to use the awarded entries and the copyrights (full or partial) of the awarded entries. Entrants have to inform DSEDJ in writing and provide details prior to using the entry.
8. Awardees are obliged to participate in the promotion and sharing activities related to the Scheme hosted by DSEDJ.
9. Once an award is withdrawn, the awardee has to immediately return all awards and certificates received.
10. DSEDJ reserves the right of final decision on the classification of the entry submitted.
11. DSEDJ may make amendments to the Regulations of the Scheme at any time and reserves the right of final interpretation.

- END -

Disclaimer:

This English version of the Regulations has been translated from Chinese and is for reference only. In case of inconsistency or ambiguity between the Chinese version and the English version, the Chinese version shall prevail.