

# 「全國幼兒園幼生管理系統」準公共幼兒園期末核結 系統操作說明(每年 1 月、7 月)

- 1、進入全國幼兒園幼生管理系統/準公共專區/幼兒園期末核結清冊
- 2、點選「新增幼兒園期末核結清冊」。

The screenshot shows the system's main interface. On the left is a navigation menu with '準公共專區' (Quasi-Public Special Area) selected, and '幼兒園期末核結清冊' (Kindergarten End-of-Term Settlement Register) highlighted. A red box labeled '1' is around this menu item. In the main content area, there is a search form with fields for '幼兒園名稱' (Kindergarten Name), '學年學期' (Academic Year and Semester), '申請日期' (Application Date), and '清冊編號' (Register Number). A red box labeled '2' is around the '新增幼兒園期末核結清冊' (Add Kindergarten End-of-Term Settlement Register) button.

- 3、確認「幼生身分、補助金額、申請人數」皆無誤後，勾選「全選」。
- 4、按「儲存後送出申請」，即可完成造冊。

The screenshot shows the 'Add Kindergarten End-of-Term Settlement Register' form. At the top, there are search filters for '幼兒園名稱', '申請學年度', '申請日期', and '清冊編號'. Below these is a table with columns for '申請' (Application), '項次' (Item No.), '身分證字號' (ID No.), '姓名' (Name), '出生日期' (Date of Birth), and monthly subsidy amounts from August to January. A red box labeled '3' is around the '全選' (Select All) button. At the bottom, there are three buttons: '儲存(可以列印也可修改)', '儲存後送出申請(只能列印不能修改)', and '離開'.

| 申請                       | 項次 | 身分證字號 | 姓名 | 出生日期 | 8月     | 9月     | 10月    | 11月    | 12月    | 1月     |
|--------------------------|----|-------|----|------|--------|--------|--------|--------|--------|--------|
| <input type="checkbox"/> | 1  |       |    |      | 8,000  | 8,000  | 8,000  | 8,000  | 8,000  | 8,000  |
| <input type="checkbox"/> | 2  |       |    |      | 9,000  | 9,000  | 9,000  | 9,000  | 9,000  | 9,000  |
| <input type="checkbox"/> | 3  |       |    |      | 8,000  | 8,000  | 8,000  | 8,000  | 8,000  | 8,000  |
| <input type="checkbox"/> | 4  |       |    |      | 9,000  | 9,000  | 9,000  | 9,000  | 9,000  | 9,000  |
| <input type="checkbox"/> | 5  |       |    |      | 8,000  | 8,000  | 8,000  | 8,000  | 8,000  | 8,000  |
| <input type="checkbox"/> | 6  |       |    |      | 9,000  | 9,000  | 9,000  | 9,000  | 9,000  | 9,000  |
| <input type="checkbox"/> | 7  |       |    |      | 8,000  | 8,000  | 8,000  | 8,000  | 8,000  | 8,000  |
| <input type="checkbox"/> | 8  |       |    |      | 8,000  | 8,000  | 8,000  | 8,000  | 8,000  | 8,000  |
| <input type="checkbox"/> | 9  |       |    |      | 8,000  | 8,000  | 8,000  | 8,000  | 8,000  | 8,000  |
| <input type="checkbox"/> | 10 |       |    |      | 8,000  | 8,000  | 8,000  | 8,000  | 8,000  | 8,000  |
| <input type="checkbox"/> | 11 |       |    |      | 8,000  | 8,000  | 8,000  | 8,000  | 8,000  | 8,000  |
| <input type="checkbox"/> | 12 |       |    |      | 9,000  | 9,000  | 9,000  | 9,000  | 9,000  | 9,000  |
| <input type="checkbox"/> | 13 |       |    |      | 9,000  | 9,000  | 9,000  | 9,000  | 9,000  | 9,000  |
| <input type="checkbox"/> | 14 |       |    |      | 9,200  | 9,200  | 9,200  | 9,200  | 9,200  | 9,200  |
| <input type="checkbox"/> | 15 |       |    |      | 9,200  | 9,200  | 9,200  | 9,200  | 9,200  | 9,200  |
| <input type="checkbox"/> | 16 |       |    |      | 9,200  | 9,200  | 9,200  | 9,200  | 9,200  | 9,200  |
| <input type="checkbox"/> | 17 |       |    |      | 9,200  | 9,200  | 9,200  | 9,200  | 9,200  | 9,200  |
| <input type="checkbox"/> | 18 |       |    |      | 9,200  | 9,200  | 9,200  | 9,200  | 9,200  | 9,200  |
| <input type="checkbox"/> | 19 |       |    |      | 9,200  | 9,200  | 9,200  | 9,200  | 9,200  | 9,200  |
| <input type="checkbox"/> | 20 |       |    |      | 10,200 | 10,200 | 10,200 | 10,200 | 10,200 | 10,200 |
| <input type="checkbox"/> | 21 |       |    |      | 9,200  | 9,200  | 9,200  | 9,200  | 9,200  | 9,200  |