

**The Helena May Conversation Badge**  
**評核日須知**  
**Notes on Assessment Day**  
**12 Mar 2017 (Sunday) 10am to 1:00pm**

**服飾：整齊制服**

1. 參與評核之女童軍及小女童軍須提早於預先安排評核時間的十五分鐘前到達梅夫人婦女會。到達後請先進入等候房間（家長或領袖可陪同進入），點名後參加者將獲安排到預備室等候，然後前往梅夫人婦女會圖書館進行評核。評核時間約為 15 分鐘，完成後參加者可返回等候室與家長離開。

On Sunday the girls are asked to arrive at least 15 minutes before the allotted assessment time. They should come to the Helena May and go to the Waiting Room with their parents or whoever has come with them. There will be a sign indicating where the Waiting Room is. Once the girls have been checked as present they will then go to the Preparation Room where they will wait to be shown to the Library where the Assessments will take place. After the 15-minute Assessment they can go back to join their parents in the Waiting Room.

2. 由於梅夫人婦女會位於聖約瑟堂旁，當日將同時有參與教堂崇拜之人士使用花園道，請預留時間避免遲到。

Please be aware that St Joseph's church is next to The Helena May and on a Sunday Garden Road footpath is very crowded and very busy with churchgoers going to the church so time should be allowed for this.

3. 參加者只可於藍色房間拍照留念，會所內其他位置均不可拍照，以免騷擾會所之會員。

People may take photos in the Waiting Room but the main Lounge will be being used by members so no photos allowed.

4. 當日之參加者將獲發出席證書，成績將容後在女童軍總會網頁公佈。合格者可親臨總會領取評核報告及紀念章一枚。

The Helena May would like to give each girl a Certificate of Attendance and this can be shown at HKGGA HQ when the result is released so they can collect a badge together with an assessment report.

5. 收到證書時請立即查看資料是否正確，如有問題請與當場負責職員聯絡。

Please check the name on the certificate is correct or not once you received from the staff.