

中華基督教會香港區會中學校長會資訊科技教育小組

參與微軟大量授權方案(2017-2018)確認信

擬參與 Microsoft Enrollment for Education Solutions，即微軟大量授權方案的學校，請核對學校資料及擬購數量，如資料須予更改，請即更正並簽署作實。確認無誤後，請於 2017 年 5 月 29 日(星期一)或以前填妥本回條，傳真至扶輪中學歐陽家強校長收（傳真號碼：2338 3748）。如有查詢請聯絡小組召集人 Paul Yeung (852-96339068)。

學校名稱：_____ 校長簽署：_____

負責同工中文姓名及電郵：_____ (Email : _____)

聯絡電話：_____ 日期：_____

**The Church of Christ in China Microsoft Enrollment of Education Solution (EES)
2017-2018 School License Purchase Form**

No.		Part No.	Description	Qty
1	Mandatory	KW5-00358	Windows Education All Language Upgrade SA Pack	# FTE:
2	Mandatory	2FJ-00001	Office Pro Plus Education All Language License with SA Pack	
3	Mandatory	R18-00095	Windows Server Client Access License All Language License with SA Pack MVL – Device CAL	
4	Mandatory	5XS-00002	*Office 365 Pro Plus Education All Languages Per Teacher/Staff (For new participant only)	Teacher/Staff:
5	Mandatory	5XS-00003	*Office 365 Pro Plus Education All Language Per Student (For new participant only)	Student:
6	Optional	P73-05897	Windows Server Standard All Language License with SA Pack (2 Processor per OS)	Qty:

FTE: Use the formula below to determine the number of teacher/staff FTE employees you have. You will use this calculation when licensing desktop software and CALs. Note: Employees such as maintenance, grounds keeping, and cafeteria staff can be excluded from the teacher/staff FTE employee count if they do not use school devices.

$$\boxed{\text{Full-time Teacher}} + \boxed{\text{Part-time Teacher} \div 3} + \boxed{\text{Full-time Staff}} + \boxed{\text{Part-time Staff} \div 2} = \boxed{\text{Total FTE Employees}}$$

***Office 365 Pro Plus Education:** EES schools allow teachers, staffs and students to install the full Office 365 Pro Plus Education on up to 5 PCs or Macs for free.