

**AGDPlatform**

**會計妹客戶服務平台**

**註冊指引手冊**

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# 一、WhatsApp 電話註冊流程

1、選擇國際電話區號，右側輸入 WhatsApp 電話號碼，點擊【獲取驗證碼】；

The screenshot shows the 'WhatsApp Phone Registration' page. At the top, there are two tabs: 'WhatsApp Phone Registration' (highlighted in yellow) and 'Email Registration'. The main form is titled 'WhatsApp Phone Number'. It has a dropdown for 'Country Code' set to 'China +86' and a text input field for the phone number, which is partially obscured by a red arrow labeled '1'. Below these fields is a text input for 'Verification Code' with a placeholder 'Please enter verification code' and a button labeled 'Get Verification Code' (also highlighted with a red box and arrow labeled '3'). A note below says 'A message has been sent, please check your WhatsApp message.' and 'You can get a new verification code after 21 seconds.' There are also fields for 'Name' (set to 'Mr.') and 'Last Name' (placeholder 'Please enter last name in traditional Chinese'), and a field for 'ID Card Number Head 4 Digits' with a placeholder 'Please enter the first 4 digits of your ID card for verification'. At the bottom is a large orange 'Register' button.

2、手機 WhatsApp 將收到驗證碼信息，隔 1 分鐘可重新獲取驗證碼，驗證碼 5 分鐘內有效。

This screenshot shows the same 'WhatsApp Phone Registration' page after a verification code has been sent. The 'Verification Code' input field now contains the code '123456'. The 'Get Verification Code' button has changed to 'Resend Verification Code'. The note at the bottom now says 'A message has been sent, please check your WhatsApp message.' and 'You can resend a verification code after 1 minute.' The other fields and the 'Register' button remain the same as in the previous screenshot.



### 3、選擇稱謂及姓氏（請盡量使用繁體中文填寫，將用於身份核對）

稱謂及姓氏

女士 Ms. 陳

### 4、填寫身份證號碼頭 4 位（香港身份證頭 4 碼填寫樣例：K123）

身份證號碼頭四碼

4415

### 5、上述填寫好後，點擊註冊。

註冊

P 在线工具 | agdplatform.com 显示 - Go...

註冊成功！

確定

已發送！請查收手機 WhatsApp 訊息。

46 秒後可重新獲取驗證碼。

稱謂及姓氏

女士 Ms. 陳

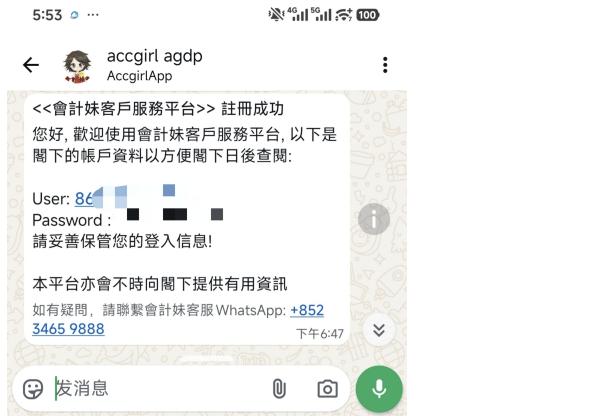
身份證號碼頭四碼

4415

註冊

註冊信息將保留於後期身份核驗，請注意信息填寫，身份核驗失敗將導致獲取資料信息失敗。

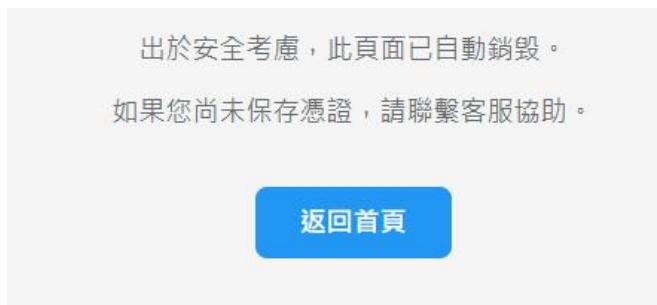
## 6、WhatsApp 或將會收到登錄賬號訊息，且跳轉至賬號信息一次性頁面（立即保存個人登入憑證）



The screenshot shows a one-time login information page with the following details:

- Top Section:** A large green checkmark icon and the text '注册成功！' (Registration successful!). Below it, a note says '您的账户已创建，以下是您的登入信息' (Your account has been created, here is your login information).
- Form Fields:** A form titled '您的登入憑證' (Login凭据) containing fields for '用户名' (Username) and '初始密碼' (Initial Password). The password field is masked. A note below the fields says '密碼強度：強' (Password strength: Strong).
- Buttons:** Three buttons at the bottom of the form: '立即登入' (Log in immediately), '複製全部' (Copy all), and '下載憑證' (Download certificate). The '立即登入' button is highlighted with a red box and a red arrow points to it from the text '立即保存好個人登入信息' (Save your personal login information now).
- Bottom Section:** A yellow box titled '安全提示' (Safety tips) with the following text:
  - 請立即保存這些信息到安全地方 (如密碼管理器)
  - 建議登錄後立即修改密碼
  - 請勿分享或截屏保存此頁面
  - 此頁面為一次性頁面，關閉後將無法再次訪問
  - 頁面將在 19 秒後自動銷毀
- Footer:** Two links: '下次如何登入？' (How to log in next time?) and '遇到問題？' (遇到問題？) (What if I have problems?).

60s 後自動銷毀上述頁面:



7、登入後可點擊 “Your account” 自行更改密碼

The image consists of three parts illustrating the user journey:

- Top Image:** A blurred screenshot of a login screen with a large white speech bubble containing the text "AGDPLATFORM.COM". Inside the bubble, the word "登入" (Login) is visible.
- Middle Image:** A screenshot of a user profile page. It features a placeholder profile picture, the text "com", and a navigation menu with two items: "Your account" (highlighted with a red box) and "Logout".
- Bottom Image:** A screenshot of the "My Account" section. It shows a profile picture, the text "我的帳號" (My Account), and a "Change Password" link (highlighted with a red box). Below this, there are fields for "Current Password", "New Password", and "Confirm Password". At the bottom left, there's a "View profile" link, and at the bottom right, a "Update Password" button.

## 二、E-Mail 電郵註冊流程

### 1、輸入與會計妹聯繫綁定的電郵

The screenshot shows the 'WhatsApp Phone Registration' interface. At the top, there are two tabs: 'WhatsApp Phone Registration' (灰色) and 'Email Registration' (黃色). The main form area has a yellow border and contains the following fields:

- 電郵**: An input field with placeholder text: '請輸入正確的電郵，以確保成功註冊！' (Please enter a correct email to ensure successful registration!).
- 稱謂及姓氏**: A dropdown menu set to '先生 Mr.' and a text input field for '請用繁體填寫姓氏' (Please enter surnames in traditional Chinese).
- 身份證號碼頭四碼**: An input field with placeholder text: '請輸入「身份證前 4 碼」作查重，如K123' (Please enter the first 4 digits of your ID card for duplicate check, e.g., K123).
- 註冊**: An orange rectangular button at the bottom.

### 2、選擇稱謂及姓氏（請盡量使用繁體中文填寫，將用於身份核對）

The screenshot shows a dropdown menu for selecting title and surname. It includes:

- 稱謂及姓氏**: The title dropdown is set to '女士 Ms.' and the surname input field contains '陳'.

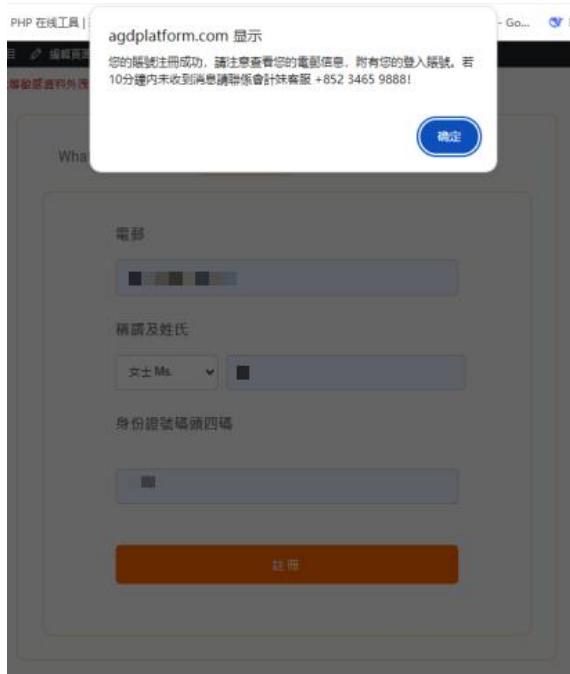
### 3、填寫身份證號碼頭 4 位（香港身份證頭 4 碼填寫樣例：K123）

The screenshot shows an input field for the first four digits of the ID card number. It includes:

- 身份證號碼頭四碼**: The input field contains '4415'.

### 4、上述填寫好後，點擊註冊。

The screenshot shows a large orange rectangular button with the text '註冊' (Register) in white.



註冊信息將保留於後期身份核驗，請注意信息填寫，身份核驗失敗將導致獲取資料信息失敗。

5、您輸入的電郵將會收到【註冊成功】郵件，輸入初始賬號密碼即可登入。

<<會計妹客戶服務平台>> **注冊成功** ★

AGDPlatform(會計妹客戶服務平台) 由 wordpress@agdplatform.com 代發  
收件人 [REDACTED]

<< 會計妹客戶服務平台 >>

**注冊成功！**

您好，歡迎使用會計妹客戶服務平台，下面是閣下的帳戶資料以方便閣下日後登入：

用戶名:	[REDACTED].com
密碼:	[REDACTED]

請妥善保管您的登入信息，本平台亦會不時向閣下提供有用資訊。

此郵件由系統自動發送，請勿直接回覆。  
如有任何疑問，請聯繫會計妹客服 Whatsapp: +852 3465 9888

6、登入後可點擊“Your account”自行更改密碼

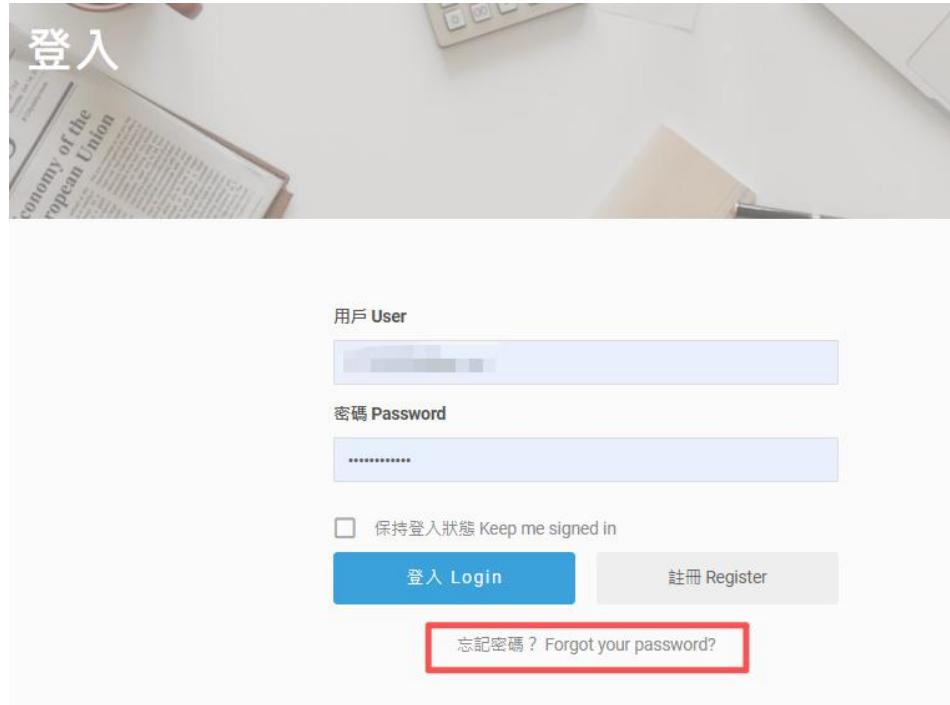


### 三、忘記密碼

1、點擊右上角的「登入」



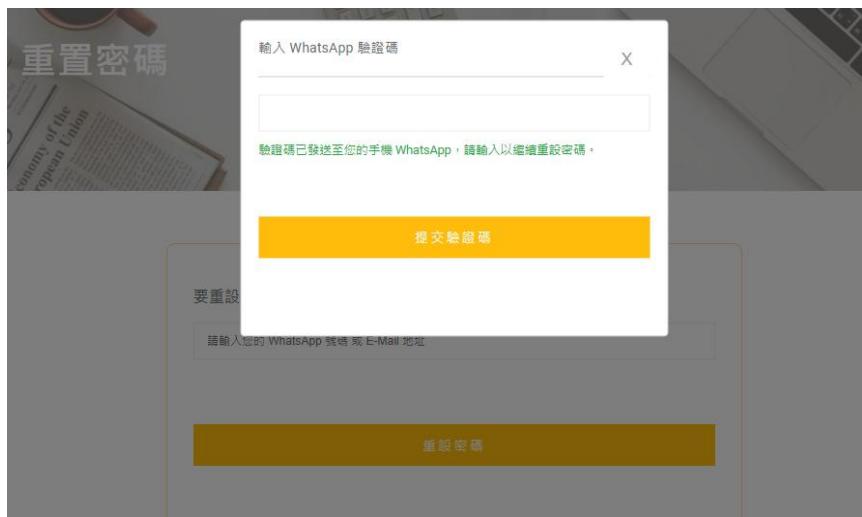
2、點擊“忘記密碼？ Forgot your password?”



3、輸入登錄帳號（Whatsapp 號碼/E-Mail 地址），點擊重置密碼



(1) Whatsapp 重置密碼，需要輸入手機 Whatsapp 接收到的驗證碼，驗證成功後會跳轉至更改密碼頁面。



(2) E-Mail 重置密碼，輸入的 E-Mail 地址將收到重置密碼郵件，點擊電郵裡的鏈接會跳轉至更改密碼頁面。



4、可直接修改密碼，點擊“儲存密碼”後，就可以用您新密碼進行登入啦！

