NET work
NET Scheme Teachers' Professional Development

Information Sheet 1 (Jul 2026)

PDNETwork: Information and Claiming PD Hours

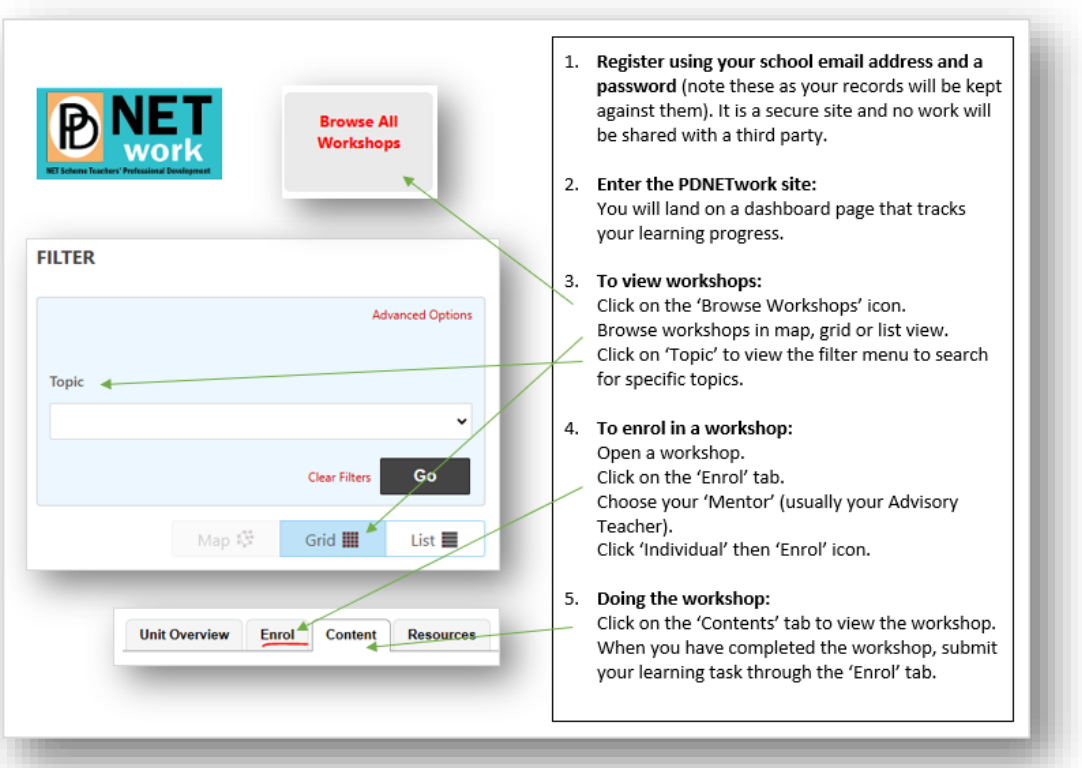
PDNETwork is the platform which hosts the NET Section's online workshops for English language teachers in the Education Bureau Hong Kong. You can find it at: https://nets-pd.edb.edcity.hk/

The site hosts workshops covering multiple topic areas, with more coming each year.

This information sheet explains how to register to PDNETwork, how to enrol for online workshops, and details about the learning programme.

How do I get started on PDNETwork?

You need to '**register'** to the PDNETwork website and await approval. Then you can '**enrol'** for individual workshops.



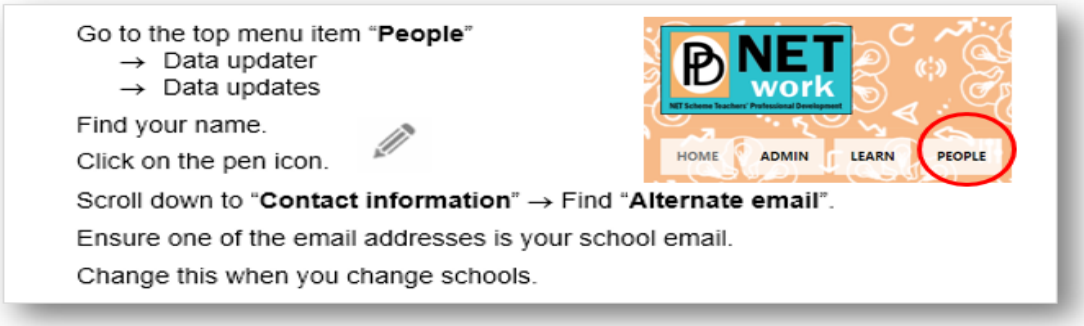
Who should do the workshops?

- open to **all** English teachers
- teachers who **missed CPD** for primary literacy programmes (Space Town, Keys2 or DTS)
- teachers who want to **refresh**
- ELTAs and CAs may also do the workshops.

Workshops can earn participants professional development (PD) hours, which are accredited by EDB. These can contribute to your 150 hours of PD over three years, as required by EDB.

What email address should I use?

You must be registered with your **school email address**. If you are currently registered under a different email address, add your school email address as your "alternate email". You can find how to update your information here:



It is important that you have your **school email address** included in your details. That address will be matched in the system to your school.

What happens if I change schools?

When you change schools, use the above process to change the email address and school name. In this way, your data will be up-to-date for records purposes.

What I.T. do I need to do the workshops?

You can do these workshops on a **computer or mobile device**.

You may need to **download some documents** for some workshops. The workshop will tell you at the start what you need to prepare.

You can **stop and start** the workshop at any time. So teachers can do these during travel time or however is convenient.

Each workshop tells you an indicative time, usually **between 1 and 3 hours of online time** followed by a learning task (offline or online).

What is in an online workshop?

Each workshop hosts "content" made of text, audio, video and photo files.

The "**Resources**" tab hosts materials used during the workshop, which can be viewed or downloaded in advance or as a resource after the workshop.

All content is based on the EDB English Language Education Key Learning Area Curriculum Guide (ELE KLA CG), established research and thinking, and examples of good practice in Hong Kong schools.

Each workshop has a simple **learning task** to complete at the end, if you wish to claim PD hours. The learning task will require a practical or reflection activity.

The workshops are designed for users to do **individually**. However, a facilitator can lead a group through a shared screen experience, but each teacher *must* submit their *own* learning task through the PDNETwork website.

What workshops are available now?

There are over 30 workshops, covering many topic areas. Learn more by reading the information sheets, such as **PDNETwork for English Teachers: Online Workshops by Topic Area**, at https://nets.edb.edcity.hk/page.php?p=565. Some workshops are pre-requisites for more advanced ones.

What is a learning task?

If you wish to be **accredited** by EDB for the workshop hours, you must submit the learning task.

The learning task is a simple activity, requiring teachers to submit **some evidence of practice or reflection**, following the workshop.

You can view the learning task in the **"Resources"** tab before you commence the workshop.

The completed learning task is submitted via the **"Enrol"** tab (NOT by email). First, you must enrol in the workshop via the **"Enrol"** tab. Then, the **"Enrol"** tab will **re-configure** to allow you to submit the learning task as an attachment, when you are ready. The system accepts only one file, so if needed, merge them into one file first.

Who are PDNETwork mentors?

The PDNETwork mentors are your school's advisory teacher (AT) from the EDB's NET Section. For a few workshops, there may be only a few mentors, in which case, choose one.

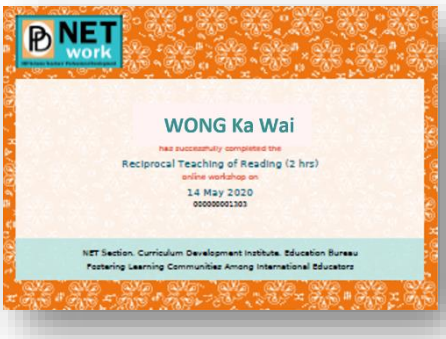
Can I communicate with my mentor?

Yes. You may already have contact details of your advisory teacher. However, you can communicate about the workshop and your learning through the "**Comments**" box in the "**Enrol**" tab. Indeed, your mentor may initiate communication, especially if they wish to guide you through the learning task.

Accreditation - EDB PD hours

Once you have submitted your learning task, your mentor will review it. You will then receive an email that approves your learning task (or declines your learning task with feedback to assist you to re-submit).

Once approved, the PDNETwork system will generate a **NET Section certificate** for the workshop. You may submit this certificate to your school to collect EDB professional development hours. Learn more by viewing the information sheet **Claiming PD hours after completing a PDNETwork workshop**, at https://nets.edb.edcity.hk/page.php?p=565



While awaiting learning task approval, **you can view and commence the next workshop**.

Steps for teachers to self-input PD hours

To claim your professional development (PD) hours earned from the online workshop, you must add the PD hours to your e-services personal account.

Please follow the steps:

1. e-services Login
2. Personal Profile
3. TCPD Records
4. Scroll down to the bottom – self-input CPD Records **Add**
5. Fill in the details
6. Save
7. Submit for school approval
8. Wait for your principal's approval

Your principal may need you to show **evidence** that you completed the PDNETwork workshop. Please print out the certificate of completion from the PDNETwork platform as proof. This can be found in the "enrol" tab of the relevant online workshop

Find PDNETwork

PDNETwork information

PDNETwork online workshops platform

Getting help

Feedback — use the Google evaluation form in each workshop,

Workshop content and online processes — your school's Advisory Teacher (mentor) by email or using the **"Comments"** box in the **"Enrol"** tab in a PDNETwork workshop.

Advisory teacher (PDNETwork mentor) for your school

Ways schools have embraced online PD through PDNETwork

Interviews with school leaders, teachers and advisory teachers (ATs) revealed a number of strategies that increased completion of PDNETwork workshops. These **success strategies** were:

1. All teachers do a pre-requisite PDNETwork workshop before a school-based workshop by the AT
2. All teachers do a pre-requisite PDNETwork workshop before revising the school English programme
3. All English teachers are set a challenge to achieve at least one PDNETwork workshop in a term
4. Teachers experience a PDNETwork workshop together
5. Non-Chinese speaking teachers complete a PDNETwork workshop during school PD days and meetings
6. Teachers do a PDNETwork workshop at government and sponsoring body PD days, especially for non-Chinese speaking teachers
7. New teachers in Primary Literacy Programmes (PLPs) do foundation workshops while teaching the PLP.

Good luck on your professional learning journey!