

Group Reservation System: Step-by-Step Guide

1. Access the group reservation system

<https://member.nstm.gov.tw/GRS>

(If you are not logged in, you will be redirected to the Member Center.)

2. Log in to your member account on the Member Center page.

會員中心



The login form is titled "登入" (Login). It contains three input fields: "帳號 (身分證字號或會員編號) *" (Account Number (ID Number or Member Number) *), "密碼 *" (Password *), and "驗證碼 *" (Verification Code *). The first field has a user icon, the second has a password icon, and the third has a CAPTCHA image showing the number "8269". Below the fields are five buttons: "登入" (Login), "註冊" (Register), "GOOGLE 登入" (Google Login), "FACEBOOK 登入" (Facebook Login), and "INSTAGRAM 登入" (Instagram Login). A link "忘記密碼?" (Forgot Password?) is located to the right of the verification code field.

3. Enter the group reservation system.

Scroll to the bottom of the page, check the "I have read and understood" box, and click **Next**.



The page is the "Group Reservation System" (團體預約系統) of the National Science and Technology Museum (國立科學工藝博物館). It features a navigation bar with links: "團體預約申請" (Group Reservation Application), "預約紀錄查詢" (Reservation Record Query), "停權紀錄查詢" (Suspension Record Query), and "本館最新消息" (Museum Latest News). The main content area is titled "團體預約注意事項" (Group Reservation Notice) and contains a detailed notice about group reservations, including a list of 14 items. At the bottom, there is a checkbox labeled "我已閱讀並同意以上條款事項" (I have read and agreed to the above terms and conditions), which is highlighted with a red box, and a blue button labeled "下一步" (Next Step).

4. **Verify your member's information**, then enter your preferred reservation date, number of participants, and other required information.

The screenshot shows the '填寫預約基本資料' (Fill in basic reservation information) page. At the top, the museum's logo and name are displayed, along with navigation links: '團體預約申請' (Group reservation application), '預約紀錄查詢' (Reservation record query), '停權紀錄查詢' (Suspension record query), and '本館最新消息' (Latest news from the museum). The main form area contains several input fields: '預約人姓名' (Reservant's name), '預約人信箱' (Reservant's email), and '預約人電話' (Reservant's phone number). Below these are '預約到館日期' (Reservation date) and '預約代表人身份' (Reservation representative's identity). Further down are '團體類別' (Group type) and '團體名稱' (Group name). The '預約團體所在縣市' (Reservation group's city/county) and '參觀目的' (Purpose of visit) are also included, with a checkbox for '是否為偏鄉' (Whether it is a remote area). At the bottom, there are seven input fields for the number of participants: '成人人數' (Adults), '學生人數' (Students), '持有身心障礙證明者' (Persons with disabilities), '長者人數' (Elderly), '領隊人數' (Leader), '老師人數' (Teachers), and '學齡前兒童' (Preschool children). The page concludes with '上一步' (Previous step) and '下一步' (Next step) buttons.

5. **Select the reservation items.**
You may select **one or multiple** items.

The screenshot shows the '選擇預約項目' (Select reservation items) page. It features the same header as the previous page. The main area displays a grid of reservation options: '展示廳自由參觀' (Free exhibition hall visit), '展示廳導覽' (Exhibition hall tour), '大銀幕電影院' (Large screen cinema), '4D飛行' (4D flight), '震撼柒體驗' (Shocking柒 experience), 'BI Fun城市' (BI Fun city), and '科學活動' (Science activities). The '科學活動' option has a dropdown arrow. At the bottom, there are '上一步' (Previous step) and '送出申請' (Submit application) buttons.

6. **Complete the required information** for each selected item, then click **Save**.

國立科學工藝博物館 NATIONAL SCIENCE AND TECHNOLOGY MUSEUM 團體預約系統

團體預約申請 | 預約紀錄查詢 | 停權紀錄查詢 | 本館最新消息

填寫預約詳情 - 展示廳導覽

預約活動說明 | 選擇導覽語系 請選擇

導覽場次	總人數	導覽解說人數	成人人數	學生人數	持有身心障礙證明者	長者人數	領隊人數	老師人數	學齡前兒童
1500 ~ 1630	0	0	0	0	0	0	0	0	0

特殊需求備註 (須視審核通過才完成預約)

需其他語系導覽可於備註輸入，導覽解說人員依當日人力調整。

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7. **Review your reservation details.**

Once all selected items are displayed and the information is correct, click **Submit** to complete your application.

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選擇預約項目

展示廳自由參觀 | 展示廳導覽 (已預約1場次) | 大銀幕電影院 | 4D飛行

震撼床體驗 | B1 Fun城市 | 科學活動

上一步 | 送出申請

8. **Confirmation and review**

You will receive a confirmation email after submitting your application.

If you have requested an **English guided tour** or if your group is from a **rural or underserved area**, your application will undergo a review process. Once approved by the museum, you will receive a separate email notifying you that your reservation has been approved.