

香港大學校外課程手冊

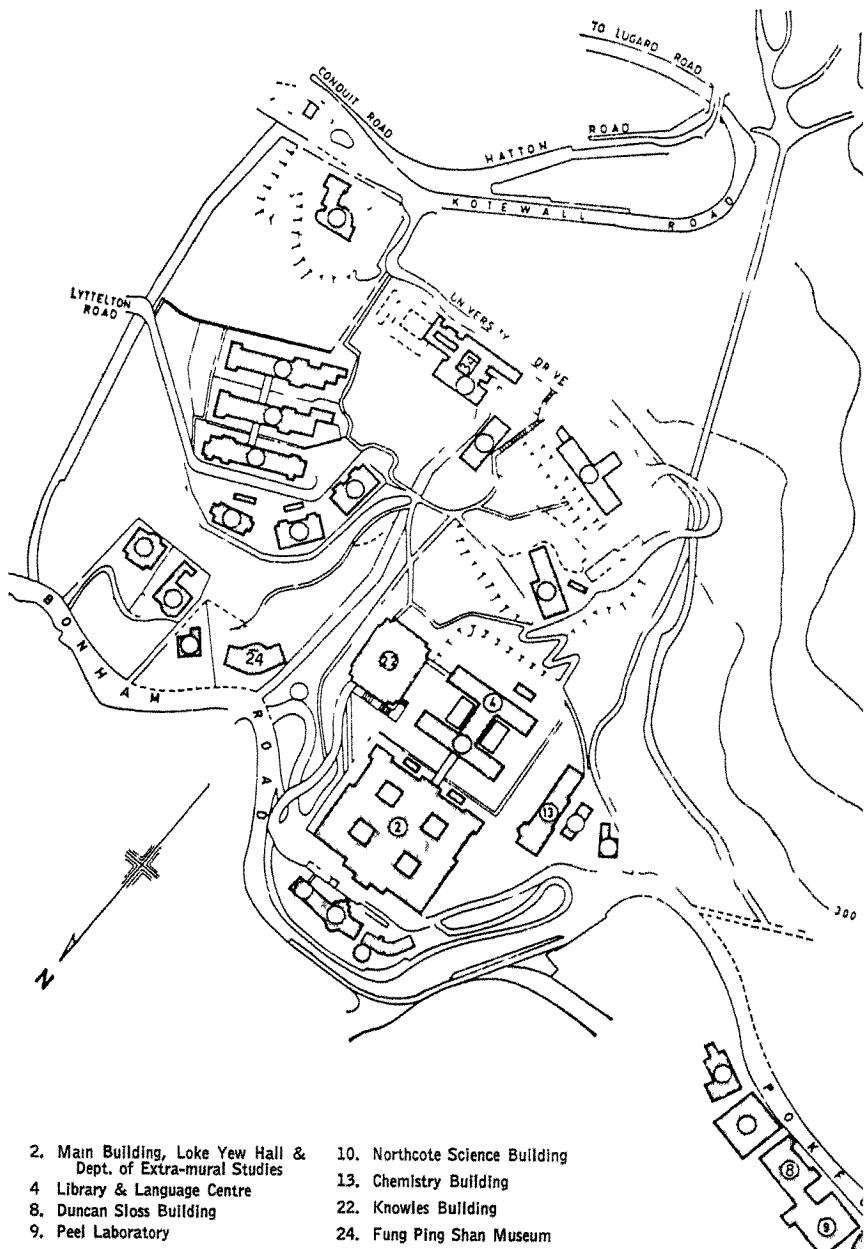
一九七八年至一九七九年度

PROSPECTUS 1978-79



Extra Mural Studies

University of Hong Kong



2. Main Building, Loke Yew Hall &
Dept. of Extra-mural Studies
4 Library & Language Centre
8. Duncan Sloss Building
9. Peel Laboratory
10. Northcote Science Building
13. Chemistry Building
22. Knowles Building
24. Fung Ping Shan Museum

UNIVERSITY OF HONG KONG GENERAL LAYOUT

Please see inside of rear cover for enlarged plan of Main Building (2) and location of rooms

Staff List

DIRECTOR

R. A. Williams, *M.A. (Wales)*

SENIOR STAFF TUTORS

Duncan Macintosh, *M.A. (Cantab.), P.G.C.E. (Lond.), F.R.S.A., F.R.A.S., F.I.L.*

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O. H. H. Wong, *M.A. (H.K.), Ph.D. (Cantab.)*

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Miss N. P. Lee, *B.A., Dip.Soc. St. (H.K.), M.A. (Mich.)*
Martha Lesser, *B.S. (N.Y.U.)*

Wilson W. S. Ng, *M.Sc., Dip. Applied Microbiol. (Strath), Ph.D. (H.K.)*

H. K. Wong, *B.A. (H.K.), M.A. (Brunel), Dip.Soc.St. (H.K.)*

DEMONSTRATORS

Y. S. Chan, *B.Sc. (H.K.)*

Philip J. Seth, *B.F.A. (San Francisco Art Institute)*

SECRETARY

Mrs. Yvonne Wong

GENERAL INFORMATION

1. There are normally no entry requirements except that applicants should be over 18 years of age. Occasionally to have the full benefit of a course applicants must possess certain defined qualifications. Applicants are therefore advised to read the description of a course carefully. Professional courses usually have clearly defined entry requirements.
2. The Director may at his discretion refuse to admit an applicant.
3. Unless otherwise arranged, no Extra-Mural lectures will be held:
 - (a) on any public holidays.
 - (b) at a storm warning signal of No. 8 or above. (After the typhoon passes, if the No. 8 signal is lowered before 3 p.m., classes will take place as normal. If the signal is lowered after 3 p.m., classes will be cancelled that evening.)
 - (c) during the following holiday periods: December 21, 1978 to January 3, 1979 inclusive (Christmas and New Year).
January 27-February 2, 1979 inclusive (Lunar New Year).
4. Fees are not refundable once the course has commenced.
5. Certificates of Attendance are issued, on payment of 50 cents, to those who have attended not less than two-thirds of a course of at least 20 meetings in duration.
6. Closing date for enrolment: one week before the starting date of a course. Late enrolments may not be accepted.
7. For enquiries, please ring either 5-468161 Ext. 307 or 306 or 308, or 5-450021 (3 lines), during office hours.

HOW TO ENROL

8. Complete the attached enrolment form and mail it to the Director, Department of Extra-Mural Studies, University of Hong Kong. Forms are also available on request. To ensure that a class can take place, the Department would appreciate early enrolment by applicants.
9. You should send your application form together with the appropriate fee either in the form of a postal order, money order or crossed cheque made out in favour of the UNIVERSITY OF HONG KONG.
10. You will be notified if you are not admitted because of oversubscription or other reasons. THE DEPARTMENT WILL NOT NOTIFY SUCCESSFUL APPLICANTS WHO ARE EXPECTED TO ATTEND THE FIRST MEETING OF THE CLASS AT THE PLACE AND TIME ADVERTISED.
11. Applicants can also enrol in person at the following places, but it would be helpful if fee payments could be made by crossed cheque rather than by cash:
 - (i) Department of Extra-Mural Studies, University of Hong Kong, University Main Building, Ground Floor, Pokfulam Road, Hong Kong (during office hours) (Buses Nos. 3, 3A, 4, 7, 71, 23, 103). Tel: 5-468161 Ext. 307 or 306 or 308.
 - (ii) Extra-Mural Town Centre, Wing On Centre, 8th floor, 111, Connaught Road Central (opposite Rumsey Street Car Park). Telephone: 5-450021 (3 lines). (From 9 a.m. to 6 p.m.)

入學須知

1. 除特別規定學歷之課程外，祇需要年齡超過十八歲者，不限資格，均可申請入學。學員應詳閱課程簡介。
2. 學員被取錄與否，概由校外課程部主任審核報名申請書後決定之。
3. 除特殊情形外，本部在下列期間不授課：
 - 甲：本港公眾假期。
 - 乙：本港天文臺懸掛八號或以上風球之後。（颱風過後，如八號風球在下午三時以前除下，則照常上課，如風球在下午三時以後除下，當晚課程全部取消。）
 - 丙：聖誕節及新年假期：一九七八年十二月廿一日至一九七九年一月三日。
 - 丁：農曆新年假期：一九七九年一月廿七日至二月二日。
4. 課程開始後，學費通常不能退回。
5. 凡課程在廿講以上而學員上課次數超過三分之二者，得向本部繳費五角後申請發給聽講證書。
6. 學員應於開課一星期前報名，過期報名可能不被接受。又任何課程額滿後，即隨時截止報名，故學員應儘早報名。
7. 本部詢問電話：5-468161（內線 307 或 306 或 308）或 5 450021（3 線）

報名手續

8. 填妥附於本手冊之報名申請書後，逕寄香港大學校外課程部主任收。申請書可隨時向本部索取。
9. 繳費可用支票，銀行本票，或郵政匯票，以「香港大學」名義抬頭，並加橫線，連同申請書逕寄香港大學校外課程部主任收。
10. 如申請人已獲取錄，本部不再通知，可依時上課。如未獲取錄，則另函通知。
11. 申請人亦可親往下列地點報名，繳費時，最宜用劃線支票：
 - 甲、香港大學校外課程部。
薄扶林道香港大學正座地下（辦公時間內）。
(下列各線巴士均經本部：3, 3A, 4, 7, 71, 23, 103)。
電話：5-468161（內線 307 或 306 或 308）。
 - 乙、校外課程部市區中心。
香港千諾道中一百一十一號永安大廈八樓（羅士街停車場對面）。
電話：5-450021（3 線）。（上午九時至下午六時）。

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Archaeology

Staff Tutor: Mrs. Priscilla Tso, Telephone 5-468161 Ext. 303

39. A Basic Course in Archaeology with Reference to Hong Kong.
S. M. Bard, O.B.E., E.D., M.B., B.S., Hon.D.Litt. (H.K.), J.P., Executive Secretary, Antiquities and Monuments, Urban Services Department. *Wednesdays, 6.00-8.00 p.m., starting September 27, 1978. Room 22, Extra-Mural Town Centre, Wing On Centre, 8/F, 111 Connaught Road Central, Hong Kong. 10 meetings plus 2 museum visits and 3 field trips. Fee: \$150*

Instruction will cover the fossil record of early man and the general field of prehistory, archaeological techniques, and questions of chronology in relation to tools and pottery. The emphasis will be on the practical aspects of the subject and the talks will be illustrated by slides and specimens which can be handled by the student. The latter part of the course will deal with the prehistory of Hong Kong and will be related to recent finds.

The cost of field trips is included in the fee.

Enrolment is limited to 30 persons.

UNIVERSITY ENTRANCE

The attention of extra-mural students is drawn to the following regulation of the University of Hong Kong regarding admission to the University:

'A mature person without formal academic qualifications who is aged 30 or over on September 1 of the year in which admission is sought may be exempted completely from University entrance requirements and be eligible for admission to read for a first degree except in the Faculty of Medicine. Applications for exemption on grounds of mature age must be supported by certified true copies of a birth certificate or a statutory declaration and of any academic qualifications.'

Enquiries about this exemption clause should be addressed to the Registrar, University of Hong Kong.

Art & Design

Staff Tutor : Martha Lesser, Telephone 5-450021

Courses in Art & Design and related areas are open to students of all levels of development unless otherwise stated.

BASICS OF ART & DESIGN

40. The Basics of Art & Design

“The Basics of Art & Design” consists of three constituent courses. A limited number of places will be available for students wishing to take only one of these constituent courses. Such applicants will be notified as to whether or not a place is available approximately one week before the commencement of the course. Applicants wanting advice as to whether to pursue the course as a whole or merely one part can consult the Staff Tutor in Art & Design.

The Basics of Art & Design course is designed for those seriously interested in pursuing the study and practice of art and design. It consists of three constituent courses, viz. Two-Dimensional Design, Freehand Drawing in Various Media, and Introduction to the History of Western Art. Details of these courses are given below. Taken together they provide a range of studies which will enable students, whatever the nature of their previous art education, to develop their talents and interests.

Students successfully completing ‘The Basics of Art & Design’ may embark, if they so wish, on the ‘Certificate Course in the Foundations of Art & Design,’ which is arranged on a modular basis. Full details of this programme can be obtained by phoning or writing to the Staff Tutor in Art & Design.

Closing date for applications : September 12, 1978. In the event of over-subscription an interview may be required on September 19, 1978.

Composite fee: \$725

41. Two Dimensional Design. Diana Taylor, M.A. (R.C.A.). *Thursdays, 6.00-8.00 p.m., starting September 28, 1978. Room 11, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 24 meetings.* **Fee: \$275**

Basic Design is more an attitude of mind rather than a method, shaped by enquiry, not formula. Participants will develop a direct understanding of the fundamental qualities inherent in line, form, space, colour, mass and texture through practical studio and project work. The concern will be to expose the students to the formal problems of handling marks whatever the media, in order to produce desired effects. It is hoped that through this course students will develop a "sense of design" which will strengthen their own artistic pursuits as well as broadening their appreciation of visual realities.

Students should note that to get full benefit from the course they should be prepared to do homework assignments.

42. Freehand Drawing in Various Media. Martha Lesser, B.S. (N.Y.U.). *Tuesdays, 6.00-8.00 p.m., starting September 26, 1978. Room 10, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 24 meetings.* **Fee: \$325**

Drawing is the thinking process in the language of visual art; it is the basis of all visual communication and expression. The emphasis in this course will be on learning to see, think, and communicate through visual means. Through a series of exercises in the first part of the course students will gain an understanding of the more concrete elements of line, tone, movement, texture, pictorial and modelled space as well as uses of a variety of materials including graphite, charcoal, conté crayon, oil and wax crayons, inks, paints, felt pens, and others. Mid-way through the course emphasis will be placed on the more abstract elements of plastic space, colour, self-expression and visual problem solving.

Students should note that there will be a minimum of four to six hours of homework each week, and should plan their time accordingly in order to gain full benefit from the course. Students who attend class sessions, and complete homework assignments regularly will find by the end of the course that they are able to approach any drawing subject with confidence and skill.

Enrolment is limited to 17 persons. Applications must be received by September 16, 1978, and in the event of oversubscription, interviews will be held on September 21, 1978.

43. **Introduction to the History of Western Art.** Valerie Martin, B.Sc. (Leeds). Tuesdays, 8.15-9.45 p.m., starting September 26, 1978. Room 22, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 24 meetings. Fee: \$150

This course is a general introduction to Western Art from pre-dynastic Egypt to the present day. Emphasis will be on the mythological, historical and cultural origins of the art of different periods so that students may appreciate the aims as well as the achievements of the artists. The course will range freely over sculpture, architecture, and the other arts where appropriate, but the main stress will be on the study of painting.

PRACTICAL STUDIO COURSES IN ART & DESIGN

These are practical studio classes in the Visual Arts with emphasis on artistic skills and creative growth of the individual. Work will be carried out in the various media described.

Students must provide all necessary materials, some of which will be available for purchase through the department. Materials will be discussed at the first class meeting.

44. **Introduction to Three-Dimensional Design.** Diana Taylor, M.A. (R.C.A.). Thursdays, 8.00-10.00 p.m., starting September 28, 1978. Room 11, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 24 meetings. Fee: \$275

By reducing the various aspects of three-dimensional design to a few fundamental principles, it becomes possible to study each in isolation, thus acquiring an understanding and control of their separate strengths. In order to sharpen awareness and understanding of form, construction and materials, and to bring individuality to bear on the practical studio work, a series of exercises and projects will explore aspects of design separately, using simple materials and techniques in expressive ways. Individuals will learn from each other's development and group discussion will figure in the process.

Students should note that there will be homework assignments, and should plan their time accordingly.

45. Life Drawing. Peter Chancellor, Dip. A.D. (Birmingham), A.T.D. (London). *Wednesdays, 6.00-8.00 p.m., starting September 27, 1978. Room 10, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 12 meetings.* **Fee:** \$190 including model fee

Drawing from the human figure provides a discipline which develops visual perception and correlation of hand and eye. This course will include basic anatomy and drawing from life. A variety of media will be used including crayon, chalk, ink, pencil and paint and students will be encouraged to try a variety of graphic techniques to the point of experimentation. Reference to artists both old and modern will be made. Beginners and more advanced students are welcome.

Enrolment is limited to 17 students.

46. Life Drawing. Karen McKeon, D.A. (Edin.). *Fridays, 6.00-8.00 p.m., starting September 29, 1978. Room 10, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 12 meetings.* **Fee:** \$190 including model fee

Drawing from the human figure and nature provides a discipline which develops visual perception and correlation of hand and eye. Regular practice, even by the most experienced artist, is essential to sustain ability. This course will include anatomy, life drawing, draped figure, and head studies. A variety of media including pencil, conte crayon, and ink will be used, and the approaches of line, tone, volume, movement and others, will be incorporated into the studies. This course is open to both beginners and more advanced students.

Enrolment is limited to 17 students.

47. Landscape Painting Workshop. Robert O'Brien, Dip.A.D. *Mondays, 6.00-8.00 p.m., starting September 25, 1978. Room 10, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central Hong Kong. 12 meetings.* **Fee:** \$140

Landscape offers an endless variety of forms, texture and colour, and is a most exciting subject for artistic interpretation. This course is intended for those who wish to develop their inherent painting skills while focusing on the landscape as subject matter. Experiments with various media, including cut paper, drawing, and painting materials will help the students develop their faculties for making decisions about media and form and will encourage spontaneity and originality of response and expression. Homework will be set each week, and, if dates can be agreed upon, field trips to various sites will be arranged.

Enrolment is limited to 18 persons.

48. Introduction to Traditional Watercolour Painting. Karen McKeon, D.A. (Edin.). *Mondays, 8.00-10.00 p.m., starting September 25, 1978. Room II, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 12 meetings.* **Fee: \$140**

With still-life, nature objects, sketches and other figurative subjects as take-off points, students will explore techniques basic to traditional watercolour painting, including: washes, glazing, dry brush, layering, and others. Specific projects will be set each week which will facilitate growth in and understanding of the media.

Students should be prepared to do some homework, including preparatory sketches.

49. Experimental Watercolour Painting. Philip Seth, B.F.A. (S.F. Art Inst.). *Tuesdays, 8.00-10.00 p.m., starting September 26, 1978. Room II, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 12 meetings.* **Fee: \$140**

The physical nature of watercolour is such that there are quite a variety of effects which can be achieved through a number of techniques. In this course, students will explore these techniques and discover the results derived through the use of materials such as transparent and opaque watercolour, watercolour pencils, acrylics, dyes and inks and combinations thereof, on Western and Oriental papers, and on canvas. As effects are discovered, students will be encouraged to apply them to assignments or to use them in free compositions. Emphasis will be placed on experimentation. *Students should be prepared to do a limited amount of homework.*

50. Painting Workshop in Oil, Acrylic, and Related Media. Martha Lesser, B.S. (N.Y.U.). *Thursdays, 6.00-8.00 p.m., starting September 28, 1978. Room 10, Extra-Mural Town Centre, 8th floor, Wing On Centre. 12 meetings.* **Fee: \$160** including model fee

Through paint, and the related media of collage, drawing, transfer and others, students in this intermediate level course will explore aesthetic and philosophic concepts of painting. Emphasis will be placed on learning to discover and communicate one's own ideas through visual and technical means. The basic questions of materials, composition, and use of colour will be discussed throughout the course, and students will receive guidance on how to set and achieve their aims in painting. As painting is an ongoing activity, students at various levels of skill and experience are welcome, but it should be pointed out that some previous experience in drawing, design or other related subjects is essential, and it is expected that students will do a minimum of six hours homework each week. The studio will remain open until 9.30 p.m. so that students wishing to continue work begun that evening can do so.

In the event of oversubscription an interview will be required.

51. Introduction to Chinese Painting. Harold Wong. *Thursdays, 8.00-10.00 p.m., starting September 28, 1978. Room 22, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 24 meetings.* **Fee: \$275**

The general use of materials, subtle variations of ink tones, and application of colours will be taught in the first part of this course. Dots and lines are the essence from which rocks, mountains, and trees are formed; freer brushwork is sometimes preferred on flower and bird painting, and these traditional approaches to Chinese painting will be covered in the second part of this course. It is hoped that by the end of the course students will be able to apply these techniques to creative painting concepts of their own. Demonstrations will be given and students are expected to paint both during class time and at home. Critiques will be held on students' work.

Students taking this course will greatly benefit if they also enrol for Course No. 79, Appreciation and History of Chinese Landscape Painting, which is offered earlier the same evening.

Enrolment is limited to 18 students, and in the event of oversubscription an interview may be required.

52. The Basics of Silkscreen Printmaking. Diana Lin, B.F.A. (S.F. Art Inst.). *Wednesdays, 6.30-8.30 p.m., starting September 27, 1978. Pokfulam Studio, 144 Pokfulam Road. 12 meetings.* **Fee: \$205**

Silkscreen is an exciting and versatile printmaking media in which a wide range of effects can be achieved with a relatively minimal financial investment in tools and equipment. This comprehensive course is designed to introduce silkscreening in both its technical and artistic capacities. It will include step by step demonstrations in the uses of the basic equipment; practical application of such stencil making techniques as tusche, block-out methods, paper stencils, and hand-cut film stencils; multicolour work; the printing operation and use of inks; and washing-up. There will also be periodic field trips to exhibitions and artists' studios or screen processing factories, and discussions of the aesthetics of commercial and fine art sample works. Students will participate in critiques of class work with the aim of increasing their awareness of the expressive nature of silkscreen prints, and visual expression in general. Students will be expected to provide many of their own materials. Inks and sundries for use during class sessions will be provided, and the cost of these is included in the course fee.

Enrolment is limited to 17 persons.

53. Introduction to Mixed-Media Printmaking. Sylvia Weiss, A.T.C. (Univ. of London). *Thursdays, 6.30-8.30 p.m., starting September 28, 1978* *Pokfulam Studio, 144 Pokfulam Road.* *12 meetings.* **Fee: \$165**

Simple experimental printmaking is a creative art form suitable for those with little or no previous art and design experience. Through various techniques such as monoprint, collage, stencil, lino and woodblock, students will explore pattern, shape, texture, colour and line, and will produce both monochrome and multi-colour prints. This course is so planned that students will easily be able to continue exploration of the subject on their own.

Students will be expected to provide most drawing and cutting materials. Some inks and sundries will be provided and the cost of these is included in the course fee.

Enrolment is limited to 20 persons.

54. Children's Arts and Crafts Activities: a Workshop for Adults. Sylvia Weiss, A.T.C. (Univ. of London). *Tuesdays, 6.30-8.30 p.m., starting September 26, 1978.* *Pokfulam Studio, 144 Pokfulam Road, Hong Kong.* *12 meetings.* **Fee: \$160**

It is important for a child's growth and development to have creative activities, such as arts and crafts, integrated into home and school life. Such activities help develop a child's creativity, dexterity, and intellect. This course is designed for parents, teachers, and other adults who work with pre-school, and school-age children, and will demonstrate art and craft activities suitable for these age groups. Emphasis will be on the uses of simple, inexpensive, materials and the students themselves will participate in a variety of projects in order to better understand the basic concepts and techniques.

Students will be expected to provide most of their own tools and materials. Some paints and papers for use during class time will be provided and the cost of these is included in the course fee.

55. Architectural Drawing. Ruth Addison, A.R.I.B.A. (London). *Tuesdays, 6.00-8.00 p.m., starting September 26, 1978.* *Room 11, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong.* *24 meetings.* **Fee: \$275**

Architectural drawing is a basic form of communication among architects, builders, interior designers, and others. It is an international language. The basic concepts, skills, and techniques of architectural drawing will be explored through a series of exercises in ink and pencil. These exercises include: orthographic, axometric and isometric projections, the casting of shadows, drawing in perspective, and lettering, as well as the use of architectural drawing instruments.

56. Interior Decoration. Ramon O. Lorenzana, B.F.A. (Univ. of Santo Tomas). *Wednesdays, 6.00-8.00 p.m., starting September 27, 1978. Room 11, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 12 meetings.* **Fee: \$140**

Intended as a basic introduction to the skill of interior decoration, this course will cover: concepts of technical drawing including plans and elevations, basic design, proportion and scale, effects of colour and colour schemes, and materials and finishes. Assignments will be concentrated on residential and small office projects. *Students should note that they will be expected to work at least five hours a week outside of class.* Following this course there will be a further 12-week project-orientated course in which the skills and concepts introduced here will find greater application.

Enrolment is limited to 22 students, and in the event of oversubscription an interview will be required.

57. Introduction to Graphic Design. Peter Chancellor, Dip. A.D. (Birmingham), A.T.D. (London). *Wednesdays, 8.00-10.00 p.m., starting September 27, 1978. Room 11, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 24 meetings.* **Fee: \$275**

The principles of two dimensional design will be discussed in relation to graphic design. Following this, the basic graphic elements will be used in a project incorporating posters, logos, television graphics, etc. to create simple, but effective designs. In addition students will study and discuss what worthwhile graphic communication involves. There will also be a visit to a design studio to see at first hand how graphic projects are developed in a professional environment.

There will be homework assignments and students should plan their time accordingly.

58. A Guide to Photography. Andrew Mitchell. *Wednesdays, 8.00-10.00 p.m., starting September 27, and November 1, 1978. Room 14, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 5 meetings.* **Fee: \$65**

Not everyone wants to be a photographer, but most people like to take pictures. This course will help the amateur to take better pictures. Types of cameras, lenses, films, and accessories will be discussed, as will the basics of composition, lighting, and selective focussing. If time permits there will also be an introduction to the developing and printing of black and white photographs.

59. Introduction to Photography. Andrew Mitchell. *Thursdays, 7.00-9.00 p.m., starting September 28, 1978. Room 13, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong.*
12 meetings. **Fee: \$170**

Aimed at those with a serious interest in photography as a vehicle for expression and communication, this course will cover the basic studio and darkroom techniques of black and white, and colour photography as well as choices of equipment and materials. In addition, theories of photography, both aesthetic and philosophic, will be explored. Students will be expected to experiment in the media, and class critiques will be held on the results of these.

Students must provide their own cameras. Basic darkroom materials and supplies to be used during class sessions will be provided, and the cost of these is included in the course fee.

60. Photography: an Intermediate Course. Philip Tse. *Mondays, 7.00-9.00 p.m., starting September 25, 1978. Room 13, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong.*
12 meetings. **Fee: \$205**

In recent years photography has come to be accepted as a fine art form in its own right. The emphasis in this course will be on 'creativity and aesthetics', and is designed for those already familiar with the basic technical aspects of photography and photographic equipment. While most of the work will deal with black and white photography, colour processing will be introduced. There will be four class field trips to a variety of sites on Saturday and Sunday afternoons, and class critiques will be held on the results of these as well as of studio and independent work.

Chemicals and papers will be provided for use during class sessions, and the cost of these is included in the fee.

Enrolment is limited to 15 persons, and in the event of oversubscription an interview will be held on September 19, 1978.

61. Photography as an Aid to the Graphic Designer. Philip Tse. Tuesdays, 7.00-9.00 p.m., starting September 26, 1978. Room 13, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 12 meetings. Fee: \$175

Photography, because it achieves optical effects never known before, plays a vital part today in designer's work, and techniques of photographics open up completely new vistas. Tuition will include studio and darkroom procedure within the designer's capabilities, detailing some of the many effects which can be achieved by simple manipulation at the developing and printing stages. Colour work, distortion of straightforward images, special screening effects, photo layout, photo mural, graphic art photography, photo dyeing techniques and advertising photography will be discussed. Emphasis will be on practical darkroom work, and there will be a visit to a printer's darkroom.

This intermediate level course is intended for those with a basic knowledge of darkroom procedure. Papers, chemicals and other materials for use during class time will be supplied, and the cost of these has been included in the course fee.

Enrolment is limited to 15 persons, and in the event of oversubscription an interview will take place on September 19, 1978.

62. Descriptive Photography. Donald Yeung. Wednesdays, 7.00-9.00 p.m., starting September 27, 1978. Room 13, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 12 meetings. Fee: \$180

The photo essay is planned to communicate a total idea. As with its written counterpart it requires organization, selection, and research, but unlike a written essay its impact is instantaneous. For that reason the imagery must be relevant and concise. In this intermediate level course students will be guided in the creation of photo essays, and will be expected to produce them in both black and white, and colour. *Prior photography experience, including darkroom techniques, is essential.*

Enrolment will be limited to 15 persons, and in the event of oversubscription an interview will be required. The cost of materials to be used during class time has been included in the course fee.

63. 初級攝影
(Photography: an Introduction)

主講人：楊逸康先生。

講授語言：粵語。

地點：香港大學校外課程部市區中心 13 號室。
(香港千諾道中一百一十一號永安大廈八樓)。

時間：一九七八年九月二十九日起每星期五下午七時至九時。
(共十二講)。

學費：一百七十元。

攝影是素描，相機是畫筆，攝影是最快捷之素描技巧。

本課程將介紹攝影器材應用技術給初學攝影人仕，以最短期內學習到各種有關攝影常識，使能在攝影中得到更多樂趣。

64. 水墨畫
(Introduction to Chinese Ink Painting)

主講人：周綠雲女士。

講授語言：粵語。

地點：香港大學校外課程部市區中心 11 號室。
(香港千諾道中一百一十一號永安大廈八樓)。

時間：一九七八年九月二十五日起每星期一下午六時至八時。
(共二十四講)。

學費：二百七十五元。

本課程介紹中國繪畫的基本觀念，歷史演變的過程。由傳統發展到現代繪畫的自然步驟。

講授內容，着重於中國筆墨運用之方法與不同方面技法，以表達自我的思想，而達到創作的目的。

學員必須以課外時間做習作，並自備材料。

65. 基本書道 (Introduction to Chinese Calligraphy)

主講人：翟仕堯先生。

講授語言：粵語。

地點：香港大學校外課程部市區中心 11 號室。
(香港干諾道中一百一十一號永安大廈八樓)。

時間：一九七八年九月二十九日起每星期五下午六時至八時。
(共二十四講)。

學費：二百七十五元。

講授重點在通過對中國歷代書體沿革與諸家風格之認識，使學員了解傳統書道之基本理法，藉以觸發現代書道之探索與對其發展的興趣。

本課程將着重於書寫之實習。除課堂練習外，學員必須以課外時間做習作。

名額限收二十名。

66. 書道進階 (Advanced Chinese Calligraphy)

主講人：翟仕堯先生。

講授語言：粵語。

地點：香港大學校外課程部市區中心 11 號室。
(香港干諾道中一百一十一號永安大廈八樓)。

時間：一九七八年九月二十九日起每星期五下午八時至十時。
(共二十四講)。

學費：二百七十五元。

講授重點在輔導學員本其固有之書道知識與技巧，對傳統書體作深一步之研習；藉以觸發個人風格之探索。

本課程尤宜於曾修習「基本書道」者之進修。

除課堂練習外，學員必須以課外時間做習作。

名額限收二十人。

67. 素描寫生

(Introduction to Western Style Drawing)

主講人：李維安先生。

講授語言：粵語。

地點：香港大學校外課程部市區中心 10 號室。
(香港千諾道中一百一十一號永安大廈八樓)。

時間：一九七八年九月二十七日起每星期三下午八時至十時。
(共十二講)。

學費：一百五十元（包括模特兒費）。

本課程為初學者而設，以繪畫之基本技法訓練開始，以西方繪畫之素描意義為中心，務使學員能將每種入畫之對像以光暗、形態、實質與空間之學習表現，當中將會涉及中國繪畫之白描寫生與及臨摹等過程，學員除在室內上課外，並有假日郊外寫生，幻燈觀摩等輔助。

本課程首四講為靜物寫生，次四講為人物速寫，最後四講為人體素描。學員須自備鉛筆、炭筆、墨水筆及其他毛筆畫紙等工具。

學員每週須付出四至六小時課外習作。

DAYTIME COURSES

68. **An Introduction to Design and Drawing.** Martha Lesser, B.S. (N.Y.U.) and Diana Taylor, M.A. (R.C.A.). *Mondays and Wednesdays, 10.00 a.m.-12.00 noon, starting September 25, 1978. Room 10, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 24 meetings. (12 weeks)* Fee: \$295

The experience of previous years has shown that there is a need for a basic introductory course in Two-Dimensional Design and Freehand Drawing, as these are the grammar and language of visual art.

Students will experiment with line, space, and compositional layout. They will also explore visual illusion, and the uses of colour and tone. By analyzing various examples of two-dimensional art they will develop a 'sense of design' which will heighten their appreciation of art works, as well as improve their own design skills. Through a series of basic drawing exercises students will begin to 'learn to see' as well as develop the dexterity skills necessary to record and express what they see. They will explore a wide range of techniques, materials, and visual subjects.

Students should note that there will be approximately four to six hours of homework each week.

69. Traditional Watercolour Painting. Karen McKeon, D.A. (Edin.).
Mondays, 10.00 a.m.-12.00 noon, starting September 25, 1978. Room 11, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 12 meetings. **Fee: \$140**

See entry for Course No. 48.

70. Introduction to Black and White Photography. Philip Tse.
Tuesdays, 10.00 a.m.-12.00 noon, starting September 26, 1978. Room 13, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 12 meetings. **Fee: \$175**

A workshop designed to introduce the beginner to the fundamentals of camera usage, lighting, film and paper characteristics, film developing, contact printing, enlarging, editing and print finishing. Field trips and weekly assignments will allow experimentation with picture-taking and darkroom techniques. *In order to get full benefit from this course students must be prepared to do work outside of class time.*

Enrolment will be limited to 15 persons. The cost of materials to be used during class sessions is included in the course fee.

71. Experimental Watercolour Painting. Nancy Woo, B.F.A. (Cornell), M.A. (Columbia). *Tuesdays, 10.00 a.m.-12.00 noon, starting September 26, 1978. Room 11, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 12 meetings.* **Fee: \$140**

In this experimental and creative approach to watercolour painting students will be exposed to various aspects of modern watercolour techniques. The water based media to be used include watercolour, commercial dyes, Chinese colour pigments, inks, and polymer media. This course will broadly cover the fundamentals of materials and techniques for beginners and offer a challenge to the more ambitious painter.

72. Landscape Painting Workshop. Robert O'Brien, Dip. A.D. *Wednesdays, 10.00 a.m.-12.00 noon, starting September 27, 1978. Room 10, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 12 meetings.* **Fee: \$140**

See entry for Course No. 47.

73. Woodblock and Mixed-Media Printmaking. Nancy Woo, B.F.A. (Cornell), M.A. (Columbia). *Thursdays, 10.00 a.m.-12.00 noon, starting September 28, 1978. Pokfulam Studio, 144 Pokfulam Road, Hong Kong.* **12 meetings.** **Fee: \$140**

A chief merit of prints is their ability to meet the human mind on a simple level of appreciation and to lure it on to a more complex level of enjoyment as one's comprehension increases. This course will give the student an introduction to those techniques of woodblock printmaking and mixed-media printing, which will enable the student to carry on in the media beyond the level which can be attained in twelve meetings. Both monochrome, and multicolour prints will be produced, and class critiques will be held on these. In addition there will be discussions on both traditional and contemporary Western and Japanese woodblock prints.

Students will be expected to provide most drawing and cutting materials. Some inks and sundries will be provided, and the cost of these is included in the course fee.

74. Life Drawing. Karen McKeon, D.A. (Edin.). *Fridays, 10.00 a.m.-12.00 noon, starting September 29, 1978. Room 10, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong.* **12 meetings.** **Fee: \$190** including model fee

See entry for Course No. 46.

ART APPRECIATION

These are lecture and discussion courses open to all students regardless of previous Art History study.

75. Concepts and Derivations of Modern Art. Robert O'Brien, Dip. A.D. *Mondays, 8.15-9.45 p.m., starting September 25, 1978. Room 14, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong.* **12 meetings.** **Fee: \$100**

In order to appreciate the art of our own time it is necessary to consider some of the principles by which it operates, rather than to be mystified by it or to reject it outright. Modern art, though often baffling and apparently obscure, has its roots in, and relates to "traditional" art. In this series of illustrated lectures, ways of looking at painting and sculpture will be discussed, and the elements of form, light, space, colour, content and technique, will be examined with a view towards gaining a deeper understanding of what has given rise to current art forms.

76. Romanticism. Carolyn Diskant Muir, B.A. (Wellesley), M.A. (Univ. of Penn.). *Wednesdays, 6.15-7.45 p.m., starting September 27, 1978. Room 14, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 10 meetings.* **Fee: \$90**

The late 18th and early 19th centuries marked the period of European art known as Romanticism. Characterized by a growing historical awareness and an interest in the expression of spontaneous emotion, the Romantic era saw revivals of ancient and medieval styles in the visual arts. This illustrated course will deal with theories treated by Romantic artists, such as the hero, death, nature, and the portrait. The visual arts' relationship to contemporary philosophy, literature, and politics will also be discussed. The work of such artists as David, Géricault, Ingres, Delacroix, Goya, Turner, and Constable will be considered within the context of these problems.

Textbook: Romantic Art, by William Vaughan, published by Thames and Hudson (Paperback), will be available at the Hong Kong Book Centre, Des Voeux Road Central, Hong Kong.

77. Understanding Ukiyo-e. Henry Steiner, M.F.A. (Yale). *Mondays, 6.15-7.45 p.m., starting September 25, 1978. Room 14, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 6 meetings.* **Fee: \$60**

The 200 year history of Japanese woodblock prints represents one of man's most satisfying visual achievements. This short course provides an introduction to this vital art form, dealing with the historic and technical background and investigating the main themes, including actors, women, landscape, and erotic subjects.

The teacher is both a graphic designer and print collector. Numerous colour transparencies will accompany the lectures.

78. Chinese Woodblock Printmaking. David Chau. *Mondays, 6.30-8.00 p.m., starting November 6, 1978. Room 14, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong.* **Fee: \$60**
6 meetings.

The tradition of Chinese woodblock printing dates back more than 1,000 years to the T'ang Dynasty. While some blocks were used to print books and special paper, the majority were representations of Chinese folk culture and religion. In designs that have remained unchanged for centuries, the prints and woodblocks to be discussed in this course depict gods, traditional charms, prayers, and talismans associated with Taoism and Buddhism, as well as those for common use. Through study of the prints students can get a glimpse into the ways, wisdom, and lives of the common Chinese people. In addition to slides, this course will be illustrated by actual prints, blocks, and tools.

Some of the pieces in Mr. Chau's collection have been featured in recent exhibits and magazine articles.

79. History and Appreciation of Chinese Landscape Painting. Harold Wong. *Thursdays, 6.00-7.30 p.m., starting September 28, 1978. Room 22, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong.* **12 meetings.** **Fee: \$100**

"Nature is vast, infinite, and eternal." The love of mountains and water in Chinese art found its fullest expression in landscape painting through the ages. The early "primitive" landscape reached maturity by the 10th Century. The subsequent development into a more calligraphic approach, the handling of space, and the treatment of themes are among the major topics to be discussed and will be illustrated by original art as well as slides and books.

80. Introduction to Chinese Architecture and Landscape Design. Shun Kai Tse, B.Arch. (Berkeley), Dip. of Tropical Studies (A.A. London). *Fridays, 7.00-8.30 p.m., starting September 29, 1978. Room 847, Knowles Building, University of Hong Kong.* **10 meetings and 2 field trips.** **Fee: \$100**

Architecture is a social art. By studying the architecture of a civilization, one can understand its people and their attitude towards life. Chinese architecture, like many other Chinese art forms, has a glorious past, which the course will illustrate by briefly discussing its history, design principles, and philosophical and artistic bases. The influence on the West in the 18th Century will be discussed, and comparisons drawn with Japan and elsewhere. Two visits will be organized to some traditional Chinese buildings and gardens and the dates of these will be set at the first class session. The cost of these visits is not included in the fee.

81. Seedlings in the Desert: An Historical View of the Creative Arts in Hong Kong. Carl T. Smith, B.A. (De Pauw), M. Div. (Union Theological Seminary). *Tuesdays, 6.15-7.45 p.m., starting September 26, 1978. Room 22, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 10 meetings.* **Fee: \$90**

The development of both the visual and performing arts in Hong Kong, with particular emphasis on the period before the Pacific War, will be discussed. The topics to be covered in this illustrated course include: the variety of venue, sponsorship and promotion of the arts, amateur and professional artists and groups, visiting artists, and ethnic and national specialities. In addition, reference will be made to causes of changing styles in the arts, and comparison of these with some in other parts of the world.

82. Sights and Sounds of Chinese Opera. Helga Berger, Programme Director, Hong Kong Arts Centre. *Wednesdays, 6.00-7.30 p.m., starting September 27, 1978. Hong Kong Arts Centre, Harbour Road, Wanchai, Hong Kong. 6 meetings.* **Fee: \$60**

China has brought forth myriad local styles of operas topped by the highly perfectioned abstract theatre of the Peking opera. The basic principles of Peking opera in contrast to local styles are introduced together with samples of music, as music is their major difference. The amazing high standard of systematisation of every part of the Chinese opera be it the management, hierarchy in a troupe, division of roles, behaviour on stage and backstage will be discussed. In addition, the visually exciting elements of the costumes, and face decoration will also be examined.

See also :

- 278.** 陶藝雜談 (第 115 頁)
- 279.** 中國陶藝專題講座 (第 116 頁)
- 280.** 香港粵語電影 (第 116 頁)
- 281.** 應用書法 (第 117 頁)
- 282.** 梅蘭竹菊水墨畫 (第 117 頁)
- 283.** 中國花鳥畫 (第 118 頁)
- 284.** 中國山水畫 (第 118 頁)
- 285.** 篆刻藝術 (第 119 頁)

Business Studies

Staff Tutor: Susan Cameron, Telephone 5-468161 Ext. 305

Courses Nos. 83 to 98 are designed to be of assistance to those preparing for the examinations of the Association of Certified Accountants, the Institute of Cost and Management Accountants and the Institute of Chartered Secretaries and Administrators. The courses are a complement to, not a substitute for, correspondence courses. Students should make their own arrangements for sitting the relevant examinations.

83. Financial Accounting I: Foundation Stage. J. D. Lane, M.A., A.C.I.S., A.I.B. *Thursdays, 6.15-8.15 p.m., starting September 14, 1978. Room 103, University Main Building. 14 meetings.* **Fee: \$120**

Students who are embarking on the study of accounting and have little or no previous experience of the subject will find this course valuable. The intention is, however, that the course will follow the syllabus of the A.C.C.A. Accounting I paper, in preparation for the 1978 examination.

The main topics covered are as follows: the principles involved in the keeping of records of financial transactions, the trial balance and the final accounts of sole traders and partnerships, capital and revenue expenditure, elements of depreciation, accruals and prepayments, the accounts of non-trading institutions, manufacturing accounts, departmental accounts and an introduction to the accounts of companies. In addition, topical aspects in relation to Accounting will be discussed.

84. Intermediate Accounting. Warren Lowe, Dip. Tech. (Comm.), A.A.S.A., A.H.K.S.A. *Tuesdays, 6.30-8.30 p.m., starting October 3, 1978. Room 103, University Main Building. 11 meetings.* **Fee: \$100**

Partnership accounts, including change of partners and conversion to limited companies, and company accounts, including the issue of shares and debentures, are amongst subjects which will be covered in this course set at the intermediate level. Designed for students who have a good working knowledge of basic accounting principles, the course will also deal with final accounts for publication, the treatment of taxation in company accounts and the interpretation of accounts, including flow of funds statements.

85. Advanced Financial Accounting. Mrs. S. Panchapakesan, B.Sc., A.C.A. *Tuesdays, 6.15-8.15 p.m., starting September 12, 1978. Room 167, University Main Building. 13 meetings.* **Fee: \$120**

The tutor will select topics from the A.C.C.A. syllabus for Accounting 4. This syllabus covers group accounts, principles of consolidation, theory in relation to the nature and measurement of business income, aspects of financial statement construction, presentation and interpretation of accounts, accounting treatment of reorganisation and amalgamations and accounting for price level changes. These topics will be treated at the highest level.

86. Management Accounting. Peter Y. B. Lam, A.A.S.A. (Senior), Dip. Tech. (W. Aust.), A.C.I.S., A.B.I.A., A.M.B.I.M., F.H.K.S.A. *Mondays, 7.45-9.15 p.m., starting September 25, 1978. Room 25, Extra-Mural Town Centre, Wing On Centre, 111 Connaught Road Central, Hong Kong. 15 meetings.* **Fee: \$120**

Students will be introduced to various modern management accounting techniques and methods. The syllabus is mainly based on that of the A.C.C.A. and will cover: balance sheet analysis, inter-firm comparisons, budgeting and budgetary control, marginal and differential costings, discounted cash flow, pricing policies, control analysis, and control reporting.

Recommended Textbook: Management Accounting by W. M. Harper, Second Edition 1977.

87. Financial Management and Business Finance. A. M. J. Nash, A.C.M.A., A.M.B.I.M. *Fridays, 6.15-7.45 p.m., starting September 8, 1978. Room 722, Knowles Building, University of Hong Kong. 14 meetings.* **Fee: \$110**

This course is designed to be helpful to students studying for examinations of the Institute of Chartered Secretaries and Administrators, Certified Accountants and Cost and Management Accountants. Course contents will include capital investment appraisal, cash flow statements, working capital management, inflation and its effect on financial management, valuation of companies, sources of finance, the effect on financial management of Government legislation, and, cost of capital.

88. The Accountant as a Manager. G. M. Docherty, J.P., M.Sc., A.C.C.A., A.C.I.S., A.M.B.I.M. *Tuesdays, 6.00-8.00 p.m., starting September 12, 1978. Room 10, Central Market, Top Floor, Hong Kong.*
Fee: \$110

It is very important that today's accountant should have an appreciation of the principles of effective management and an awareness of the behavioural aspects of accounting. This course will be of value to students taking A.C.C.A. Paper 17, Business Management, or I.C.S.A. Paper 16, Management: Principles and Policy.

Among the topics to be discussed are the setting of objectives and policy making, theories of management, the problems of centralisation- decentralisation, authority, responsibility and delegation, aspects of motivation, communication and the behavioural impact of budgeting.

89. Costing. Charles Kwok, B.A. (Econ.), B.Sc. (Bus. Admin.) *Thursdays, 6.15-8.15 p.m., starting September 14, 1978. Room 418, Knowles Building, University of Hong Kong.* **14 meetings.**
Fee: \$120

The main areas of study will be: costing for materials, labour and overheads, job costing and process costing, breakeven analysis, profit volume ratio, marginal costing, introduction to standard costing, and variance analysis. The course will be particularly useful to students taking the A.C.C.A./A.C.M.A. Costing I examination.

90. Data Processing and Systems Design. Paul Yan, F.I.D.P., F.L.M.I., A.M.B.I.M. *Fridays, 7.45-9.15 p.m., starting September 8, 1978. Room 20, Extra-Mural Town Centre, Wing On Centre, 8th floor, 111 Connaught Road Central, Hong Kong.* **15 meetings.**
Fee: \$100

Students will be introduced to the various parts of a computer system with emphasis on data storage and transmission equipment; the principles of data collecting, recording, storing and processing; systems analysis and design including the charting of systems, and also the development and carrying out of feasibility studies. Relevant cases studies and examples will be introduced and students will be expected to work through examination questions.

91. Auditing. Lai Dak Wing, A.C.C.A., A.H.K.S.A., F.A.I.A., A.M.B.I.M. *Fridays, 6.30-8.00 p.m., starting September 29, 1978. Room 108, St. John's Co-Educational College, Taiwoo Shing, Quarry Bay, Hong Kong. 12 meetings.* **Fee: \$90**

Students will be introduced to the purpose and general principles of auditing, how to conduct an audit, the procedures and techniques to be employed for different kinds of audit and how to present an audit report.

92. Advanced Auditing. Stephen Lau, A.C.A., A.H.K.S.A. *Mondays 8.00-9.30 p.m., starting September 25, 1978. Room 847, Knowles Building, University of Hong Kong. 12 meetings.* **Fee: \$90**

Following the A.C.C.A. syllabus, topics to be discussed and studied are, the validity of principles in public reporting, types of investigations, forms of audit report and the effectiveness of legislation in protecting interested parties, the effect of computers on audit practice, case law affecting auditors, the organisation of an audit and current developments in the practice of auditing.

93. An Introduction to U.K. Taxation. Miss M. Leung, B.Soc.Sc. A.C.I.S., A.M.B.I.M. *Wednesdays, 6.30-8.30 p.m., starting September 20, 1978. Room 108, St. John's Co-educational College, Taiwoo Shing, Quarry Bay, Hong Kong. 10 meetings.* **Fee: \$100**

The aim of this course is to provide an introduction to the basic principles of United Kingdom Taxation and their application to practical problems. Topics to be studied include income tax schedules, personal income tax computation, sole proprietor and partnership assessments, capital allowances, treatment of losses and an introduction to corporation tax.

Recommended Texts: The Essentials of Income Tax by W. E. Pritchard 6th ed.

Comprehensive Aspects of Taxation by R. G. Williams, 32nd ed.

94. U.K. Taxation I. Joseph Chan, B.Soc.Sc. (H.K.), A.C.A., A.T.I.I. *Fridays, 6.00-7.30 p.m., starting September 8, 1978. Room 20, Extra-Mural Town Centre, Wing On Centre, 8th floor, Hong Kong. 15 meetings. Fee: \$100*

This course will cover the basic principles of taxation and their application in the following areas: income tax relating to individuals and partnerships, income tax schedules A, B, C, D and E; personal allowances, deduction of tax at source, treatment of losses, the preparation of personal and partnership computations; computation of capital allowances and some elements of corporation tax.

95. U.K. Taxation II. Loke Hoi-lam, A.C.A., A.C.I.S., A.H.K.S.A. *Tuesdays, 8.00-9.30 p.m., starting September 12, 1978. Room 25, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong. 14 meetings. Fee: \$110*

This advanced course will be of value for students taking A.C.C.A. Section 3 Paper 16, or a similar level of examination. It will include the area of Corporation Tax dealing with computation of profits, capital allowance, losses, terminal losses and group relief, Close Companies' Taxation, Treatment of Income Tax and Advance Corporation Tax, and Capital Gains Tax. This course will not cover personal taxation though a revision lecture aiming to bring students up to date with the latest personal tax developments will be given. As only students who have passed a basic taxation examination will be admitted to the course, a photocopy of qualifications should be submitted with the application form.

96. Company Law for Accountants. R. M. Donovan, B.A., LL.B. (N.Z.), Barrister and Solicitor of the Supreme Court of New Zealand. *Wednesdays, 7.00-8.30 p.m., starting October 11, 1978. Room 415, Knowles Building, University of Hong Kong. 9 meetings. Fee: \$70*

The principles of Company Law, related statutes and relevant case law will be discussed with special reference to matters of particular concern to accountants and auditors. Students should note that this is essentially a revision course for the A.C.C.A. paper on Company Law. It is suitable for students who already have a basic grounding in the subject.

97. Insolvency, Executorship and Trusteeship. Elizabeth Sussex, LL.B., LL.M. *Wednesdays, 7.55-9.25 p.m., starting September 20, 1978. Room 743, Knowles Building, University of Hong Kong. 13 meetings.*

Fee: \$110

This course will follow the syllabus of the A.C.C.A. examination paper of the same name, thus the main areas to be studied will be the law and procedure relating to (a) bankruptcy and deeds of arrangement, (b) voluntary and compulsory liquidations, appointment of liquidators and receivers, and the disposition of property by will; devolution of property on intestacy; family provision; creation of trusts; grants of probate and administration; rights and duties of executors, administrators and trustees; administration and distribution of estates; death duties; all forms of executorship and trust accounts.

98. Statistics for Accountants. K. G. Jones, B.Com. (Melbourne), F.C.C.A., F.H.K.S.A., F.A.S.A., A.C.I.S., Principal Lecturer, Hong Kong Polytechnic. *Saturdays, 2.30-4.30 p.m., starting October 7, 1978. Room 22, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong. 10 meetings.*

Fee: \$120

The aim of this course is to give students an understanding of the nature of statistical relationships and how to interpret them as an aid in business planning and control. The course will follow the A.C.A. syllabus and topics to be studied include, the nature of statistics, sources, interpretation and collection of data, how to summarise and present data, statistical inference, introductory probability, sampling, correlation and regression and measurement of change.

*Recommended Text: Spiegel, M.R., *Theory & Problems of Statistics* (Schaum Outline)*

99. Hong Kong Taxation: Law & Practice. (Part I). Marshall Mar, B.Com. (Melb.), C.P.A., A.H.K.S.A., A.A.S.A., A.M.B.I.M. *Fridays, 6.00-7.30 p.m., starting October 13, 1978. Room 26, Central Market Building, Top Floor, Hong Kong. 8 meetings.*

Fee: \$60

A simple explanation and interpretation of the main contents of the different tax charges will be given with a discussion of the provisions in relation to election of personal assessment, the powers of the officers of the Inland Revenue Department and some practical aspects of filing tax returns. The course is designed for those who have little knowledge of taxation in general and no knowledge of Hong Kong Taxation in particular. The second part of the course, to be held in Spring 1979, will discuss the significance of law cases relating to parts of the Inland Revenue Ordinance.

Recommended Text: Hong Kong Inland Revenue Ordinance.

100. Contemporary Issues in Financial Accounting. Patrick Poon, B. Com., A.C.A. (Aust.), C.P.A., A.M.B.I.M. *Fridays, 8.05-9.35 p.m., starting September 29, 1978. Room 108, St. John's Co-educational College, Taikoo Shing, Quarry Bay, Hong Kong. 15 meetings.* **Fee: \$120**

Accounting theory, techniques, and professional standards have developed considerably in the last few years as business organizations have become more complex. Accounting developments in several important areas will be studied including business mergers and conglomerates, price level accounting, equity accounting and tax effect accounting. Participants must have a good level of accounting knowledge to gain full benefit from this course.

101. Higher Accounting. S. W. Ching, F.C.C.A., F.C.M.A., F.C.I.S., A.I.B., M.B.I.M., F.H.K.S.A. *Tuesdays, 5.45-7.45 p.m., starting September 26, 1978. Room 30, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong. 15 meetings.* **Fee: \$130**

“Higher Accounting” aims to give those who have attained L.C.C. Intermediate standard an opportunity to consolidate their knowledge by reviewing the standard practice across a range of accounting topics. The tutor will also introduce more advanced topics such as consolidated accounts, investment and contract accounts and interpretation of accounts.

102. Standard Costing and Budgetary Control. Edward Chow, A.A.S.A., F.H.K.S.A. *Fridays, 6.15-7.45 p.m., starting September 22, 1978. Room 228, Knowles Building, University of Hong Kong. 12 meetings.* **Fee: \$90**

Standard costing and budgetary control are effective accounting tools in assisting management in its operations and planning. They form part of a modern management system. This course covers not only the preparation of budgets, the calculation and analysis of standard cost variances, but also the control functions of budgeting and standard costing.

No prior knowledge of accounting is required, the course is designed for those who wish to gain a better understanding of the accounting tools at their disposal for playing an active part in a management team.

103. Company Secretaryship. J. A. Ellis, E.D., F.T.I.A., F.H.K.S.A., A.A.S.A., A.A.I.M., A.C.I.S., M.I.T.O. *Mondays, 6.15-7.45 p.m., starting September 25, 1978. Room 847, Knowles Building, University of Hong Kong.* **Fee: \$110**

The practical aspects of the Company Secretary's job will be described with special reference to the procedures and administration of companies registered under the Hong Kong Companies Ordinance. This course is suitable for students who wish to acquire a basic knowledge of Secretarial Practice for practical use as well as for students taking professional examinations.

104. Elements of Decision Analysis: its application in Management. S. F. Fan, B.Sc., A.M.B.I.M. *Saturdays, 2.15-3.45 p.m., starting September 30, 1978. Room 20, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong. 12 meetings.* **Fee: \$90**

Guidelines to help the manager to improve the effectiveness of his decision-making will be discussed. These take into account the decision-maker's value system and his judgement about the degree of uncertainty involved. Decision methodology is first introduced in terms of a general decision model, and then, within this framework, the tutor will discuss the solution of various management problems using techniques such as decision trees, sensitivity analysis, probability analysis, utility assessment and discounting methods. The emphasis will be on giving an appreciation both of the ideas and their applications.

PRIOR ENROLMENT IS ESSENTIAL

Failure to enrol prior to the opening of a particular course may mean the cancellation of that course. Prior enrolment is the only way the Department of Extra-Mural Studies has of judging the response to its courses. Your co-operation is therefore invited in sending your application forms to the Department as soon as possible.

105. 香港稅務：原理與實際應用
(Hong Kong Taxation: Principles and Practical Procedures)

主講人：余汝健先生。

講授語言：粵語。

地點：香港大學校外課程部市區中心 14 號室（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年九月十九日起每星期二下午六時十分至七時四十分。（共十二講）。

學費：九十元。

此項課程包括介紹香港稅務法例之內容，特別注重利得稅、薪俸稅、物業稅與利息稅，亦涉及有關個人之估稅問題，除作原理上之講述外，主講人亦與學員討論實際之應用問題，與如何填寫各種報稅表格及如何向稅局追討發還已繳納之稅款，各學員應在開課前購買——「香港稅務法例手冊」，作聽講時參攷之用。

由於技術上之名稱皆以英語為主，學員須具有英語知識。

106. 香港公司條例及公司董事之職權
(Hong Kong Companies Ordinance and the Company Director, his functions, powers and duties)

主講人：劉雲龍先生, F.C.C.A., A.C.M.A., A.H.K.S.A., C.P.A.

講授語言：粵語（輔以英語）。

地點：香港大學校外課程部市區中心 30 室。（香港干諾道中 111 號永安大廈八樓）。

時間：一九七八年九月二十一日起每星期四下午六時至七時三十分。（共十六講）。

學費：一百一十元。

工商界行政人員對於瞭解公司條例及公司董事應有之權力及職責，以及在處理與這方面有關文書事情上面，往往遭遇困難。

課程第一部份為「公司條例」，內容包括：基本原則；公司註冊，公司組織章程及大綱；股本；股份分配及轉讓；招股章程；公司管理及行政；按揭註冊及其他法定文件；私營公司；海外公司；公司清盤。

第二部份為「公司董事」，內容包括：董事之功能；董事之委聘；董事之職權；董事之責任；董事與股東間之關係；董事與董事間之關係；董事會議；董事服務條件；董事之辭職，免任及退休。

本課程對學員參加香港會計師公會英國國際會計師公會試「公司法」一卷亦有幫助。

**107. 增進企業利潤及效率
(Managing for Efficiency)**

主講人：廖志威先生。

(英國成本及管理會計師公會深資會員)

(香港會計師公會深資會員)

講授語言：粵語（輔以英語）。

地點：香港大學校外課程部市區中心 30 室（香港干諾道中 111 號
永安大廈八樓）。

時間：一九七八年十月六日起每星期五下午六時至七時三十分。
(共十四講)。

學費：一百元。

此課程特為現任經理及管理學生而設，將現代有效的管理及會計理論，以實例形式作詳細講解、討論，務求各參加者得以應用於實際環境。

課程分十四講；將包括五大綱要：—

一、利潤策劃。

二、控制成本。

三、減低成本。

四、效率比較及改善。

五、內部資產、人事及部門控制。

**108. 廠商適用之管理學會計
(Management Accounting for Manufacturing Firms)**

主講人：嚴國強碩士。

講授語言：粵語。

地點：香港大學校外課程部市區中心 30 號室（永安大廈八樓）。

時間：一九七八年九月廿九日起每星期五下午七時四十五分至九
時十五分。(共十二講)。

學費：一百元。

此項課程專為一些對管理有限公司及有關之管理會計制度有興趣而且想對管理其工作環境技巧作進一步了解之人仕而設。內容包括介紹中型製造廠有關其組織上之需求及討論如何確定收益、如何決策、存貨或生財器具之估價、成本問題、財務報告問題、預算案與及有責任性之會計工作；主講人並引出例子作為參攷及研究之用。

See also :

137. Principles of Accounting for Teachers. (Page 49)

209. 公司法概論 (第 85 頁)

Economics & Statistics

Staff Tutor : Gordon Redding, Telephone 5-468161 Ext. 301

109. Trading in Commodity Futures. *Mondays, 7.35-9.05 p.m., starting October 9, 1978. Room 20, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong. 8 meetings. Fee: \$100*

The recent growth of commodity trading in Hong Kong has created more awareness of its specialized nature, and this is an introductory course for those interested in trading commodity futures but without previous experience or training. It is intended to provide sufficient background to enable those who wish, to enter trading themselves. Special attention will be given to these topics: the concept of futures trading; the basic backgrounds of the key commodities; the practical techniques of placing orders; the analysis of price trends; explanation of commonly used technical terms; information on local and overseas markets.

The Hong Kong Commodity Exchange Ltd. has arranged for lectures to be provided by the following practising specialists:

D. Beerman, Director, Rudolf Wolff & Co. (H.K.) Ltd.
J. Lunn, Director, Jardine, Gill and Duffus (H.K.) Ltd.
J. S. W. Wei, Director, Bache Halsey Stuart (H.K.) Ltd.
P. M. Waterman, Jr., Managing Director, Shearson Hayden Stone Far East Ltd.
C. D. C. L. Rigby, Merrill Lynch International & Co. C.V.
R. B. M. Nicholas, Director, Rudolf Wolff & Co. (H.K.) Ltd.
N. R. Newitt, Managing Director, Sharps Pixley Wardley Ltd.

110. Principles of Stock Market Investment. P. J. Pearson, B.A. (Econ.) (Western Australia), R. G. P. Cars and J. G. Roberts, Committee Members of the Hong Kong Society of Security Analysts. *Tuesdays, 6.00-7.30 p.m., starting October 17, 1978. Room 20, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong. 8 meetings. Fee: \$100*

The course is designed for those who invest or wish to invest on the Stock Market. Topics covered include: origins, functions, and regulations of stock exchanges; comparative analysis of the major international and regional stock markets; the structure and interpretation of company accounts; analysis of different types of securities and the role of shareholders; the descriptive ratios used in assessing the value of a stock market investment; technical analysis (charting); principles of portfolio management, including types of risk diversification and practical investment strategies; stock exchange and dealing procedures.

111. Economics of Daily Life. Wun-fai Hau, B.S.Sc., M.A., Dip. Population Institute. *Mondays, 7.45-9.15 p.m., starting October 9, 1978. Room 30, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong. 12 meetings.* **Fee: \$80**

Students will be introduced to basic economic concepts which may then be used to understand and interpret the economic realities and forces which govern everyday life. To show clearly the use of such concepts, the course will include many examples and applications drawn from real events. Topics will include scarcity behaviour, laws of demand, market pricing and allocation, analysis of costs, inflation, unemployment, the international monetary system, and the role of Government.

Recommended reading :

Milton Friedman, *There is no such thing as a free lunch.* (Thompson Horton & Co., 1975).

Milton Friedman, *Capitalism and Freedom.* (Chicago Press).

Alchian and Allen, *Exchange and Production, Theory in Use.* (Wadsworth, 2nd edition, 1977).

112. Principles of Economics I. M. T. Cheung, M.Sc., Ph.D., (London), Lecturer in Economics, University of Hong Kong. *Tuesdays, 6.45-8.15 p.m., starting October 17, 1978. Room 415, Knowles Building, University of Hong Kong. 12 meetings.* **Fee: \$100**

An introductory survey of traditional price theory and national income analysis, based on the concepts of optimization and equilibrium. The subject will be explained simply but critically, with applications wherever possible to the problems of everyday life and business decisions. Topics covered will include consumption choice, production decisions, choice under uncertainty in portfolio analysis, and the price mechanism in simple markets. This course may be suitable for candidates preparing for professional examinations requiring a paper in Economics.

Recommended reading :

Harvey, J., *Modern Economics*, 2nd edition, (Macmillan 1974).

Lipsey, R. G., and Steiner, P., *Economics*, 4th edition, (Harper and Row, 1975).

113. Principles of Economics II. Ma Sai-Kwong, B.A. (Washington State), M.A. (McMaster), Demonstrator in Economics, University of Hong Kong. *Mondays, 6.15-7.45 p.m., starting October 9, 1978. Room 722, Knowles Building, University of Hong Kong. 8 meetings.* **Fee: \$80**

This second stage course is more general and more advanced than Principles of Economics I, but the topics covered will be more directly related to immediate real-world problems. The main themes will lie in the areas of price theory and national income analysis.

114. Money and Inflation. M. T. Cheung, M.Sc., Ph.D. (London), Lecturer in Economics, University of Hong Kong. *Fridays, 7.15-8.45 p.m., starting October 13, 1978. Room 122, University Main Building.* 8 meetings.

Fee: \$60

The course is designed to give an understanding of the economic theory underlying modern monetary systems. It may be of interest to those in banking, treasury and financial positions, as well as members of the general public with a basic knowledge of economics. Topics covered are: Basic Monetary Concepts; Demand and Supply of Money; Theories of Banking; Monetary Policy; Inflation.

Recommended reading :

Laidler, D. E. W., *The Demand for Money*. (Intertext Books, 1975). Robertson, Sir Dennis, *Money*. (Cambridge University Press, 1948 and numerous reprints).

115. Management Science Applications in Modern Banking. P. J. Au, B.Sc., M.B.A. (N.Y.U.). *Wednesdays, 6.00-7.30 p.m., starting October 11, 1978. Room 20, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong.* 10 meetings.

Fee: \$100

The use of management science in modern banking is expected to be of interest to those working in many sectors of the banking industry. Following an introductory review of the banking function and modes of management within it, the course will consider the following topics: management information systems for performance analysis and planning; production management; liability management; asset management.

116. Managerial Applications of Statistics and Ways to Obtain Data. Luk Chi-ming, B.Sc. (Eng), Dip.M.S., Ph.D. (H.K.), F.I.S., F.S.S., Cert. in Survey Sampling (Michigan). *Wednesdays, 8.15-9.45 p.m., starting October 11, 1978. Room 22, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong.* 9 meetings.

Fee: \$100

The course is designed for managers who wish to have an appreciation of the various ways statistics can be applied in management activities, and how the required statistics may be obtained in Hong Kong from self-conducted surveys, administrative records, or official publications.

Topics will include: managerial application of statistics in planning, control, or decision making; methods of conducting surveys, of deriving useful statistics from administrative records, and of finding relevant statistics from official publications.

Practical examples will be given but students' own problems may be considered if appropriate. Previous knowledge of statistics is not essential.

117. Elements of Statistical Theory I. May Chin, M.Sc. (Indiana).
Fridays, 6.30-8.00 p.m., starting October 6, 1978. Room 230, Knowles Building, University of Hong Kong. **14 meetings.** **Fee: \$120**

The basic concepts of statistical theory will be introduced for those who wish to acquire some knowledge of elementary statistics and for candidates studying for professional examinations requiring a statistics paper. Topics to be covered include: presentation of data; frequency distributions; introductory probability and elementary probability distributions; sample and population; statistical inference.

118. Elements of Statistical Theory II. Frank Yu Pun-Ki, B.A. (H.K.), M.A. (Western Australia), F.S.S. *Thursdays, 6.00-7.30 p.m., starting October 5, 1978. Room 26, Central Market Building, Top Floor, Hong Kong.* **14 meetings.** **Fee: \$120**

A course for those who have taken Elements of Statistical Theory I or its equivalent. Topics to be covered include: elementary experimental design; analysis of variance; contingency tables; correlation and regression analysis; index numbers; time series analysis. The level at the finish is approximately that of Stage 1 of the examination of the Institute of Statisticians.

119. How to analyse situations and draw conclusions. Stan Cheung, B.S.A., M.Sc., Ph.D. (Manitoba). *Wednesdays, 6.30-8.00 p.m., starting October 11, 1978. Room 847, Knowles Building, University of Hong Kong.* **9 meetings.** **Fee: \$100**

The course will be useful for advisers, planners in different fields, and all those who handle data collection or deal with the analysis of real life situations where actions and conclusions must be based on data selectively gathered. Previous knowledge of statistics is not essential.

Areas covered are: distributions and their description; interpretation of data; the design of simple methods of producing valid conclusions efficiently and economically; forecasting from data. Real-life examples will be used and student's own problems will be considered, if appropriate.

120. **基本管理統計**
(Basic Management Statistics)

主講人：吳潔儀碩士。

講授語言：粵語。

地點：香港大學校外課程部市區中心 30 室。（香港干諾道中 111 號永安大廈八樓）。

時間：一九七八年十月十七日起，每星期二下午八時至九時三十分。（共十二講）。

學費：一百元。

無論從事何種商業活動，不論其規模大小，統計學均可幫助解決業務上之疑難。本課程將以實例和練習來說明統計方法在工商管理方面之多項用途。主要內容包括：

- (一) 如何閱覽及表達統計結果。
- (二) 常用統計圖之繪製。
- (三) 統計結果之意義：位置量數。
- (四) 統計結果之意義：變異量數。
- (五) 線性迴歸。
- (六) 線性相關。

由於此乃一項基本課程，講授方面，將盡量避免冗長複雜之數學證明，而代之以系統化之解釋及實例說明。

See also :

98. **Statistics for Accountants.** (Page 30)
138. **The teaching of Economics & Economic Affairs in Forms 4 & 5.** (Page 49)

PRIOR ENROLMENT IS ESSENTIAL

Failure to enrol prior to the opening of a particular course may mean the cancellation of that course. Prior enrolment is the only way the Department of Extra-Mural Studies has of judging the response to its courses. Your co-operation is therefore invited in sending your application forms to the Department as soon as possible.

Management Studies

Staff Tutor : Terry Casey, Telephone 5-468161 Ext. 306

121. An Introduction to Managerial Techniques. Vincent Ng, B.S., M.B.A., M.S. (UCLA). *Wednesdays, 7.45-9.15 p.m., starting September 27, 1978. Room 20, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong. 12 meetings.* **Fee: \$95**

Modern managerial activity contains within it elements of both science and art. The evolution of managerial thinking will be examined, including the ideas developed by the Classical, Human Relations, Neo-classical, and Modern Schools of Thought. Attention will also focus on the functions of the executive together with his role in establishing goals and strategy in the business enterprise. A variety of managerial techniques will be considered within the general framework of the need for corporate planning and for decision-making in conditions of uncertainty. Fundamental ideas will be illustrated with practical examples drawn from the financial, marketing and personnel areas of management.

The course will be suitable for young executives without formal knowledge of the full range of management techniques.

122. Financial Analysis in Business. Gabriel Lee Chi-wang, B.Sc. (H.K.), M.B.A. (Toronto). *Fridays, 7.15-8.45 p.m., starting September 29, 1978. Room 229, Knowles Building, University of Hong Kong. 12 meetings.* **Fee: \$95**

In the conditions of modern business a number of analytical techniques have been developed for solving financial problems within the Company. The theory and practice of such methods will be examined in detail, together with ways of evaluating financial performance, alternative investment opportunities, financial risk and security pricing. The course is designed for junior credit analysts in the fields of banking and finance who wish to gain a greater awareness of modern techniques. It is planned that the course will allow maximum participation by course members in addition to the more formal mode of instruction.

123. Strategy in the Business Enterprise. George M. Docherty, M.Sc. (Loughborough), A.C.C.A., A.C.I.S., A.M.B.I.M. *Saturdays, 11.15 a.m.-12.45 p.m., starting September 30, 1978. Room 20, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong. 10 meetings.*
Fee: \$80

A constant problem of the modern manager is that day-to-day problems so often command attention that the long term, but even more vital, questions of business strategy are ignored. The formulation of business strategy is as important to the established organization as it is to one newly-created. The course has as its focus the frameworks which a businessman may use to make his organization and its contribution more effective. Internal and external criteria will be examined in order to provide the basis of appraisal of current attainment and the longer term direction of effort. The strategic considerations of companies of different size will also be taken into account.

124. Materials Management: a Modern Interpretation. S. H. Symington, H.N.C., M.Inst., P.S., A.M.B.I.M. *Mondays, 6.00-7.30 p.m., starting September 25, 1978. Room 20, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong. 10 meetings.*
Fee: \$80

Materials Management is one of the major functions in industrial, commercial and governmental organizations. The term indicates an attempt to manage and control the total flow of materials from selection of supplier, through inventory control into production, and, in certain cases, after processing into the finished product, distribution to the customer.

This course will benefit managers who are responsible for all or part of the purchasing, inventory control or stores activities. Topics covered will include various management techniques which can be applied specifically to the solving of material management problems.

125. Consumer Goods Marketing. Francis A. Chan, B.Sc. (Minnesota),
Thursdays, 7.45-9.15 p.m., starting September 28, 1978. Room 20, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong. 10 meetings. **Fee: \$80**

Successful marketing is the key to business success. The application of the marketing concept makes it necessary that all elements in the organization should have their activities focussed upon the attainment of specific marketing goals. The theory and practice of marketing will be dealt with in detail, including the definition of the market and consumer acceptance, marketing organization, market research, channels of distribution, selling, pricing policies and advertising and sales promotion activity. The tutor will address himself particularly to the problems of marketing consumer goods in the context of Hong Kong. This course is intended for junior executives whether in a specialist marketing area or not and for those engaged in General Management who wish to gain a greater insight into the relevance and working of the marketing function in a business operation.

126. The Marketing of Industrial Products. Eldon Chu, B. Com. (Manitoba). *Thursdays, 6.00-7.30 p.m., starting September 28, 1978. Room 20, Extra-Mural Town Centre, Wong On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong. 10 meetings.* **Fee: \$80**

The attention which is given to the marketing of Consumer Goods often draws attention away from the fact that a large and growing area of marketing activity is devoted to the sale and distribution of products from one business enterprise to another. The purpose of this course is to analyse the special problems which the marketing of Industrial Products can create. The speaker will trace the development of marketing policies in this field from the basis of Product Planning, Pricing, Sales Techniques, Distribution, Marketing Research, Advertising, and Promotional Strategies, to the continuance of customer loyalty through after-sales service. Case material will be used to illustrate the policies outlined in principle. The course will benefit managers both in the marketing area and those who work in other areas but who wish to extend their knowledge of marketing techniques.

127. International Marketing. T. R. Ramachandran, M.A. (Madras), Dip. Marketing (Bombay). *Saturdays, 2.15-3.45 p.m., starting September 30, 1978. Room 28, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong. 12 meetings.* **Fee: \$95**

The selling and distribution of products in the overseas market presents a unique challenge to the marketing specialist. In addition to particular economic and financial criteria of such involvement, special attention has to be paid to the plan to open up new markets, modes of decision-making, the measurement of potential and of performance. This course aims to meet the needs of practising executives in business, whose responsibilities embrace overseas markets. The basic principles and problems of international marketing will be illustrated with selected case histories drawn from the recent past.

128. Decision-making in Business: A Model-building Approach. Wong Yat-pui, B.Sc. (H.K.), M.B.A. (Br. Col.). *Fridays, 7.15-8.45 p.m., starting September 22, 1978. Room 415, Knowles Building, University of Hong Kong. 12 meetings.* **Fee: \$95**

A wide range of quantitative techniques may be applied to the process of taking decisions in the business field. This course is focussed upon the needs of junior and middle managers who wish to gain a deeper insight into the application of statistics and the model-building approach to their functional specialism. An understanding of basic algebra and statistics will be assumed. Special attention will be paid to the techniques of decision-making in conditions of uncertainty, preference theory, network-analysis, discounting methods, linear programming, and regression analysis. Theoretical approaches will be illustrated with case histories.

129. Management Theory and Practice. K. K. Chong, B.Sc. (Eng.), Dip.M.S. (H.K.), A.M.B.I.M. *Tuesdays, 7.45-9.15 p.m., starting September 26, 1978. Room 20, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong. 12 meetings.* **Fee: \$95**

The bridge between soundly-conceived management theory and the problems of the practical manager is the focal point of this course. Theoretical concepts will be examined from the point of view of their applicability in today's business conditions with reference to eastern and western influences on managerial style. The problems of change and the reaction of subordinates to change will be considered. The course is designed to help managers to assess their priorities in the non-technical sphere of administration and to stimulate thinking about modes of effective managerial conduct.

130. **Introduction to Operational Research.** F. K. W. Mak, Ph.D. (London), C. Eng., M.I.Mech.E. *Thursdays, 8.15-9.45 p.m., starting September 28, 1978. Room 25, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong. 12 meetings. Fee: \$90*

Operational Research is a most useful technique for all managers and administrators, enabling them to understand and use the more advanced methods of information collection, processing and control which lead to a more efficient organization. Students should have a basic knowledge of algebra but all other mathematical concepts will be explained. The course has been designed to suit those who have no previous knowledge of Operational Research and to act as an introductory course for those who wish to pursue more advanced studies in this area.

131. **市場學導論**
(*An Introduction to Marketing*)

主講人：陳少威先生, B.S.Sc., M.B.A.

講授語言：粵語（輔以英語）。

地點：香港大學校外課程都市區中心 30 室。（香港干諾道中 111 號永安大廈八樓）。

時間：一九七八年九月三十日每星期六下午二時十五分至三時四十五分。（共十講）。

學費：八十元。

市場學為一研究如何有效地幫助生產者推銷商品與服務顧客之學問；其範圍包括指導業務拓展者如何搜集市場資料，估計市場潛力，革新產品及擬定價格、包裝、廣告、推銷與分銷系統等計劃。

本課程專為從事業務拓展工作之初級行政人員而設，從各不同觀點與角度以深入淺出方式探討及剖析市場拓展功能之各面，進而介紹一綜合處理業務拓展工作之新概念。

132. 生產管理
(Production Management)

主講人：黃昭欽碩士。

講授語言：粵語（輔以英語）。

地點：香港大學校外課程部市區中心 30 室。（香港干諾道中 111 號永安大廈八樓）。

時間：一九七八年九月廿八日起，每星期四下午七時四十五分至九時十五分。（共十講）。

學費：七十元。

近來香港工業已邁進一新紀元，力求科學化管理。而工業界管理人更須對整個生產觀念，有更鮮明之認識。本課程旨在介紹生產管理之基本概念，並將集中討論下列各點，適合工業界督導人員及經理人員參加：—

（一）緒論：（甲）生產形式，（乙）生產聯務；（二）廠房設計；（三）生產計劃；（四）生產排期；（五）生產管制。

133. 人事管理學概論
(An Introduction to Personnel Management)

主講人：陳斯威碩士。

講授語言：粵語。

地點：香港大學校本部 167 室。

時間：一九七八年九月廿七日起每星期三下午六時三十分至八時。（共十講）。

學費：七十元。

在現代商業或非商業機構內，健全的人事政策已被認為推動機構進展一個不可或缺因素。香港社會夾雜着傳統管理觀念及現代西方的管理概念的對立。因此精明的人事策畧的建立，藉以協調複雜的人事關係，為機構的進展而鋪路，尤為重要。

本課程乃幫助此行業的初階者，或其他對人事管理學有興趣的人士，提供人事管理的基本概念，人事經理的責任和所應扮演的角色以及如何在不同背景和行業的機構內設立健全的人事制度以符合時代需要。

134. **工業關係研討會**
(Industrial Relations Workshop)

主講人：由本港各界勞工問題專業人士擔任。

講授語言：粵語。

地點：香港大學校外課程部市區中心 14 室。（香港干諾道中 111 號永安大廈八樓）。

時間：一九七八年九月二十六日起每星期二下午七時四十五分至九時十五分。（共十講）。

學費：七十元。

由於香港工商業日趨進步，良好之工業關係成為一項極須推廣之專業。本課程將注重分析僱主，僱員，人事經理，工會職員，及政府機關在此一方面所扮演之角色。特別顧及本港各項勞工法例，人事管理，及勞資關係之類型及傳統習慣。

此項課程與傳統之講授方式有所不同。以主講者之介紹為經，而以學員之參與及討論為緯。該論壇將甚適合各種有關專業人士，如經理及管理人員，工業關係及人事管理從業員，工會職員及會員，政府人員等，俾能在本港勞資關係各問題上，互相切磋，交換意見及經驗。

Diploma in Management Studies

The Department of Extra-Mural Studies is responsible for the two-year part-time University Diploma course which is offered to graduates and to other suitable candidates with professional qualifications. Those selected for the next intake, in October 1979, will be expected to attend for two evenings a week and to be given release by their employers for one afternoon a week. Further details of the content of the Diploma course may be obtained by writing to Dr. S. G. Redding, Department of Extra-Mural Studies, University of Hong Kong.

See also :

86. **Management Accounting.** (Page 26)
87. **Financial Management and Business Finance.** (Page 26)
88. **The Accountant as a Manager.** (Page 27)
104. **Elements of Decision Analysis: its application in Management.** (Page 32)
107. 增進企業利潤及效率（第 34 頁）
108. 廠商適用之管理學會計（第 34 頁）
115. **Management Science Applications in Modern Banking.** (Page 37)
116. **Managerial Applications of Statistics and Ways to obtain data.** (Page 37)
120. 基本管理統計（第 39 頁）

Personnel Management

Staff Tutor: Terry Casey, Telephone 5-468161 Ext. 306

135. Certificate in Personnel Management.

In the context of rapid economic growth and industrialization, the personnel function in business and industry has received progressively increasing recognition in Hong Kong. More and more firms seek to employ well qualified and trained personnel officers to handle labour administration and human relations on scientific lines.

The Extra-Mural Certificate Course in Personnel Management seeks to meet the emerging and felt need of Hong Kong's firms for trained personnel officers. It aims to provide a local qualification in personnel management for persons already employed and for fresh graduates who wish to make a career in this field. The course content is a combination of the theory and practice of personnel management and is made relevant to the conditions in Hong Kong.

The course will benefit those persons who are currently employed at middle management/supervisory levels in industry/business/offices, and whose duties involve handling any aspect of human relations or labour administration in an enterprise.

The Personnel Management Club Prize, consisting of a cash award and a commemorative plaque, will be awarded to the outstanding student.

Duration October 4, 1978 to May 9, 1979.

Place Room 30, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong.

Time 6.00-9.00 p.m., every Wednesday.

Fee \$600

Award Students will be awarded an Extra-Mural Certificate provided they:

- pass the examinations,
- attend at least 75% of the meetings scheduled,
- submit project reports based on field investigation.

Admission Requirements

University graduates, or non-graduates employed or hoping to be employed in personnel management in industry/business, with sufficient practical experience to enable them to benefit from the course. A good knowledge of written and spoken English is required.

Preference will be given to those sponsored by their employing organization.

Enrolment is limited to 35 students.

Last date for application: September 13, 1978.

Application should be made on a special form available on request from the Department. Enquiries concerning this course should be directed to the Tutor in charge, 5-468161 Ext. 306/304.

Recreation Management

Staff Tutor : Terry Casey, Telephone 5-468161 Ext. 306

136. Certificate in Recreation Management.

With the high rate of population growth and urbanization of Hong Kong there has been an increasing awareness of the need to provide proper sporting, recreation and leisure-time facilities for all sections of the population. Conditions of overcrowding and lack of space have together created a situation which calls for exceptional effort in the provision of recreation. It is with this in mind that the Hong Kong Government and several Voluntary Agencies have identified a number of priorities in the provision of such programmes which underline the need for the development and training of professional administrators.

The Extra-Mural Certificate Course in Recreation Management is offered in co-operation with the Recreation and Sports Service of the Government. The course has been designed to meet the needs of staff already involved in recreational activity on a full-time basis, such as community recreation leaders, those in various Departments of Government, teachers, representatives of Voluntary Agencies, and for individuals who are desirous of entering the administrative side of recreation for the first time or on a part-time basis.

Course Director Dicken T. K. Yung, M.A., D.Ph.Ed., Dip.Ed., F.R.S.H.

Duration October 2, 1978 to June 25, 1979.

Place Room 30, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong.

Time 5.30-7.30 p.m. on Mondays.

Fee \$600.

Award Students will be awarded an Extra-Mural Certificate provided they
— pass the examination.
— attend at least 75% of the meetings scheduled.

Admission Requirements

University graduates, or non-graduates employed or hoping to be employed in Recreation Management, with sufficient practical experience to enable them to benefit from the course.

A good knowledge of written and spoken Cantonese and English is required.

Preference will be given to those sponsored by their employing organizations.

Enrolment is limited to 35 students.

Last date for application : September 4, 1978.

Applications should be made on a special form available on request from the Department. Enquiries concerning this course should be directed to the Tutor-in-Charge, 5-468161 Ext. 306/304.

Education

Staff Tutor : Mrs. Priscilla Tso, Telephone 5-468161 Ext. 303

137. Principles of Accounting for Teachers. J. A. Ellis, E.D., F.T.I.A., F.H.K.S.A., A.A.S.A., A.A.I.M., A.C.I.S., M.I.T.O. *Fridays, 6.15-7.45 p.m., starting September 22, 1978. Room 201, University Main Building. 12 meetings.* **Fee: \$60**

The primary aim of this course is to help teachers by providing new ideas and practical methods of instruction. Special emphasis will be placed on the areas of weakness revealed by the recent examiners' report. The course will be of direct benefit to teachers involved in accountancy both for the School Certificate and at the Advanced Level.

Fee Refund: Teachers of Accountancy in Form 4 and above may apply to the Director of Education for a full refund of the course fee as soon as they receive a letter of acceptance from the Department of Extra-Mural Studies. This applies to all teachers whether in Government, aided or private schools.

138. The teaching of Economics & Economic Affairs in Forms 4 & 5. Stanley Lam, B.Soc.Sc., Cert. Ed. (H.K.), Brother Thomas Lavin M.A. (U.C.D.), P.J.T.F. Morris, B.Ed., Cert. Ed. (Leeds), M.Sc., Lecturer in Education, University of Hong Kong. *Wednesdays, 6.15-7.45 p.m., starting September 27, 1978. Room 732, Knowles Building, University of Hong Kong. 16 meetings.* **Fee: \$100**

A course for teachers of Economics & Economic Affairs at Certificate of Education level who are not primarily economists. The course will discuss topics directly related to the syllabus. It will combine an application of the essential concepts of Economics with an analysis of appropriate methods of teaching these concepts.

Fee Refund: Teachers of Economics & Economic Affairs may apply for a full refund from the Director of Education as soon as they receive a letter of acceptance from the Department of Extra-Mural Studies. This applies to all teachers whether in Government, aided or private schools.

Courses for Junior Secondary Science Teachers.

The following courses are intended for junior secondary science teachers not specifically trained in one or more of the following disciplines who may have difficulty in teaching the Provisional Syllabus for Science (Forms I-III) recommended by the Curriculum Development Committee, 1975. They are limited to non-specialists in the respective subjects. These courses require little background knowledge. Emphasis will be placed on subject content though methodology will also be discussed. There will be lectures, demonstrations and practical work. Cantonese and English will be used.

Enrolment is limited to 30.

Closing date for applications : October 7, 1978.

139. Biology for Junior Secondary Science Teachers. *Thursdays, 6.00-7.30 p.m., starting October 19, 1978. Henrietta School, 33 Park Road, Hong Kong. 20 meetings and 1 field trip.*

Fee: \$210

*Tutors : Mok Oay-tung, B.Sc. (Taiwan University).
Ho Chung-nin, B.Sc., Cert. Ed. (H.K.).*

140. Chemistry for Junior Secondary Science Teachers. *Thursdays, 6.00-7.30 p.m., starting October 19, 1978. First floor lecture room and laboratory, Chemistry Building, University of Hong Kong and Ho Lap College, Tseuk Luk Street, San Po Kong, Kowloon. 20 meetings.*

Fee: \$190

*Tutors : J. B. Holbrook, B.Sc., Ph.D., Teacher's Cert. (London).
Ying Yu-hing, B.Sc., Dip. Ed. (C.U.H.K.).*

141. Physics for Junior Secondary Science Teachers. *Fridays, 5.00-6.30 p.m., starting October 20, 1978. St. Paul's College, Bonham Road, Hong Kong. 20 meetings.*

Fee: \$190

Tutor : Wong Chor-man, B.Sc. (H.K.).

Fee Refund: Junior Secondary Science Teachers who wish to attend the above courses may apply for a full fee refund from the Director of Education as soon as they receive a letter of acceptance from the Department of Extra-Mural Studies. This applies to all teachers whether in Government, aided or private schools.

142. Social Studies in Secondary Schools. Chow Yiu-wing, B.Soc.Sc. (C.U.H.K.), Dip.Ed. (H.K.), Miss Grace Wong, B.A. (H.K.), Cert.Ed. (H.K.), Tam, T. K. Peter, Ph.D. (Florida State), Woo Ho-Wai, B.A. (H.K.). *Fridays, 5.30-7.00 p.m., starting September 29, 1978. Room 14, Extra-Mural Town Centre, Wing On Centre, 8/F, 111 Connaught Road Central, Hong Kong. 32 meetings.* **Fee: \$200**

A course for secondary school teachers of Social Studies. This course will deal with the E.P.A., History and Geography aspects of the Social Studies syllabus for Forms I-III and emphasis will be placed on subject content. Cantonese and English will be used as the medium of instruction.

Closing date for applications: September 19, 1978.

Fee Refund: Teachers of Social Studies who wish to attend this course may apply for a fee refund from the Director of Education as soon as they receive a letter of acceptance from the Department of Extra-Mural Studies. This applies to all teachers whether in Government, aided or private schools.

143. Administration in Secondary Schools. Charles Lowe (Coordinator) and others. *Saturdays, 10.00 a.m.-12 noon, starting September 30, 1978. Extra-Mural Town Centre, Wing On Centre, 8/F, 111 Connaught Road Central, Hong Kong. 10 meetings.* **Fee: \$130**

A programme of lectures and discussions to provide an opportunity for practising and recently appointed head teachers to consider the organization of secondary schools and administrative practices in them together with the role of the principal. The course will be based on working school situations. It will be task-oriented in seeking answers to problems commonly encountered in schools and members of the course will be encouraged to raise a wide range of problems for analysis and discussion. Topics to be discussed include management principles; problems in developing and developed schools; relationship between principal, staff and students; school finance and accounts; the Code-of-Aid; the allocation of students to Form I and the selection of students for post-Form 3 education.

Speakers:

Miss K. E. Barker, Principal, St. Stephen's Girls' College.
Mrs. Mary Board, Principal, SKH Lui Ming Choi Secondary School.
Chiu See Hung, Chief Treasury Accountant, Education Department.
W. J. K. Ellis, Principal Asst. Secretary, Social Services Branch.
Sister Jean Houlihan, Principal, Maryknoll Convent School.
T. L. Lam, Asst. Director of Education.
Y. T. Lee, Head of Planning Unit, Education Department.
Charles Lowe, Lecturer in Education, University of Hong Kong.
A. C. Morales, Principal, Raimondi College.
Gordon Redding, Senior Staff Tutor, Department of Extra-Mural Studies, University of Hong Kong.

144. 中學中國文學科的教學
(The Teaching of Chinese Literature in Senior Secondary Forms)

主講人：蘇輝祖先生；秦景炎先生；李學銘先生；林章新先生。

講授語言：粵語。

地點：香港大學校外課程部市區中心二十一號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月十八日起每星期三下午六時至七時三十分。（共十講）。

學費：六十元。

中學中國文學科自一九七二年成為一獨立科目後，不論教學目標或教學方法，都與過去有相當程度的不同。一九七八年九月開始施行新的中學中國文學科課程，在教學內容及方法上，更有顯著的不同。本課程的開辦，主要就該新課程的內容進行分析、解說，指引教師如何配合教學目標進行備課及教學，藉以收到實際的效果。至於講授範圍，主要包括：中學中國文學科課程內容的概括提示，甲部課程中國文學發展簡史及中國文學基本知識在教學上的處理，乙部課程課文的選擇及施教，補充資料的蒐集，課後延續的閱讀指導，預習的處理，以至應用練習的擬定和批改等等。教師參加本課程，將會對中學中國文學科的課程特點，施教精神有較清晰的了解，同時在教學方面，也會有較切實的幫助。

申請教署付還學費手續：凡政府，補助或私立學校之中學中國文學科教師進修以上課程而欲教育司署支付學費，可於接獲本部取錄函件後，向教育司署申請。

38. **Geography in the Sixth Form.** Mondays, 6.15-7.45 p.m., starting November 20, 1978. Room 240, University Main Building. 14 lectures, 4 practicals and 4 field trips.
Fee: \$200

Details are available on application. A half-fee refund will be granted to teachers of geography in the fourth, fifth and sixth forms.

145. 低能(智力)兒童的管教

(*Understanding and Helping the Mentally Handicapped Child: An Appreciation of the Problem*)

主講人：由香港低能兒童教育協進會總幹事鄧福泉先生及本港對弱智兒童有研究及直接工作經驗之專業人士擔任。

講授語言：粵語。

地點：香港大學校外課程都市區中心。（香港干諾道中一百一十一號永安大廈八樓）。

時間：甲班：由一九七八年十月廿三日起每星期一下午六時至七時卅分。（共十四講）。

乙班：由一九七八年十月廿七日起每星期五下午八時至九時卅分。（共十四講）。

（報名時請註明甲班或乙班）

學費：八十元。

本課程之目的為使社會人士、家長、及直接為弱智兒童工作之教師、護士、社會工作者、或訓導員，對弱智兒童有基本之了解，並在管教方面，有正確之認識。

課程內容包括緒論，社會對弱智兒童之照顧，弱智兒童之成因及本質（包括醫療方面），弱智兒童之需要，及其在家庭，學校，社會及職業方面之適應問題，教育問題，職業訓練等等。

講授方面以粵語為主。方式包括專題講座，電影，討論及參觀弱智兒童訓練機構等。每班限收二十五名。在職專業者及兒童家長將獲優先取錄。（本課程由香港低能兒童教育協進會贊助）

See also :

54. *Children's Arts and Crafts Activities.* (Page 13)
180. *Phonetics for English Language Teaching.* (Page 70)
181. *Teaching Oral English.* (Page 71)
182. *Teaching Drama to Children.* (Page 71)
214. *An Introduction to Calculus.* (Page 89)
216. *Teaching of Mathematics and Methods of Evaluation.* (Page 89)
217. *New approaches to the teaching of Mathematics in Forms 4 & 5* (Page 90)
218. 小學數學教學（第 90 頁）
293. *An Introduction to School Counselling & Guidance.* (Page 125)
294. *Educational Psychology: Teaching in a Bilingual Setting.* (Page 126)
324. *Child's Work and Play: The Montessori Approach.* (Page 144)
326. 學校社會工作導論（第 145 頁）

Engineering

Staff Tutor : Mrs. Priscilla Tso, Telephone 5-468161 Ext. 303

CERTIFICATE COURSES

Courses Nos. 146 to 148 lead to the award of University Certificates. They have clearly defined entry requirements and applicants are advised to read the description carefully before applying. Special application forms are available on request from the Department. Applicants must enclose photostat copies of the appropriate certificates along with their application forms and are requested that fee payments be made by means of a crossed cheque made payable to the 'University of Hong Kong'. Applications to resit the examinations must also be submitted before the specified closing dates. Applicants should note that they are not allowed to attend any other course or sit any other examination during the year.

146. Certificate Course in the Design of Productive Systems.

Mondays and Thursdays, 7.00-9.15 p.m., starting October 5, 1978. Room DS2, Duncan Sloss Building, University of Hong Kong, Pokfulam Road, Hong Kong. 50 meetings (including laboratory instruction).

Tutors : M. C. K. Kwok, B.Sc. (HK), M.Sc. (Strath.), Lecturer in Industrial Engineering, University of Hong Kong (Tutor-in-Charge).

W. A. Reynolds, M.A. (Cantab.), C.Eng., M.I.Mech.E., F.I.Prod.E., F.H.K.I.E., M.A.I.I.E., Professor & Head of Department of Industrial Engineering, University of Hong Kong.

W. A. Evans, B.A. (Reading), M.Sc. (Lond.), Lecturer in Industrial Engineering, University of Hong Kong.

S. E. Partridge, M.Sc. (Cranfield), C.Eng., M.I.Prod.E., M.H.K.I.E., A.M.B.I.M., F.I.W.M., Lecturer in Industrial Engineering, University of Hong Kong.

Fee: \$550 (including examination fee).

Introduction : The purpose of this course is to give members a working knowledge of the techniques used in the location and provision of the physical facilities of plant and material handling, the design of the work place and the establishment of performance standards. It is suitable for Production Engineers and others in manufacturing industry who are interested in applying industrial engineering techniques to improve production and human efficiency in manufacturing. It also forms a suitable introductory course for engineers without industrial engineering experience who may wish to register for the Department's part-time M.Sc. course.

Conduct of Course : Teaching will be by lectures, practical exercises and use of the course text book, Lockyer "Factory and Production Management" (Pitman). There will also be printed notes covering some parts of the course. All the material presented in lectures, exercises, text book, and notes may be included in the examination.

Outline Syllabus : Types of production systems; plant location. Provision of physical facilities: factory buildings, product and functional layouts, evaluation and choice of equipment, process planning, material handling and storage. Work place design; work physiology, working conditions, man/machine system design, safety and industrial accidents. Establishment of performance standards: methods study, work measurement, design of incentive scheme. Design of costing systems; overhead distribution, budgets.

Entry Qualification : Applicants with a Bachelor's degree, Polytechnic Higher diploma, Higher National Certificate or equivalent will be considered for admission.

In exceptional cases, consideration for admission will be given to applicants without professional or graduate qualifications provided they are over 25 and have had two years industrial experience in responsible positions.

Enrolment is limited to 40 persons.

An examination will be conducted on the conclusion of the course and a certificate will be awarded to candidates on condition that they pass the written examination and have attended not less than 75% of the lectures. The written examination will be assessed by both University and External Examiners.

Closing date for applications : September 9, 1978.

Applicants must enclose photostat copies of the appropriate certificates along with their application forms. Applications which are not accompanied by the relevant documents will not be considered.

The course is intended for engineers and managers in industry who wish to acquire a working knowledge of industrial engineering techniques. Preference will be given to applicants sponsored by their employers.

147. Certificate Course in Applied Transistor Electronics

Mondays, 6.30-8.30 p.m., starting October 2, 1978. Room 732, Knowles Building, University of Hong Kong. 30 lecture periods plus 12 laboratory instruction periods. Each period will consist of 2 hours.

Tutors: C. F. Ho, M.Sc. (Man.), Ph.D. (HK), F.H.K.I.E., C.Eng., M.I.E.E., F.I.E.R.E., Sen.M.I.E.E.E., Senior Lecturer in Electrical Engineering, University of Hong Kong. (Tutor-in-Charge).

H. F. Li, M.S., Ph.D. (Calif.), M.I.E.E.E., Lecturer in Electrical Engineering, University of Hong Kong.

C. C. Lau, M.Phil. (HK), M.I.E.E.E.

Fee: \$450 (including examination fee)

Entry Qualifications: Applicants with a Mathematics or Physics background up to Bachelor's degree level or a qualification accepted by one of the major international institutions of a relevant profession.

In exceptional cases, consideration for admission will be given to applicants without professional or graduate qualifications provided that they are over 25 and have had at least two years of related industrial experience in responsible positions.

Enrolment is limited to 30 persons.

An examination will be conducted at the end of the course. The award of a certificate is conditional on passing the written examination and on satisfactory completion of course-work. Candidates should have attended not less than 75% of the lectures. The written examination will be assessed by both University and External Examiners.

Closing date for applications: September 9, 1978. A special application form is available on request from the Department.

Applicants must enclose photostat copies of the appropriate certificates along with their application forms. Applications which are not accompanied by the relevant documents will not be considered.

Outline of Syllabus: General Network Theorems; introduction to semiconductor physics; circuit models of transistors; biasing techniques; amplifier analysis and design; high input impedance techniques; feedback oscillators; functional circuits; active filters; regulators and inverters.

This course is designed for graduates or practising engineers in the electronics industry to familiarize them with the necessary basic and practical tools in Applied Transistor Electronics.

148. Certificate Course in Fundamentals of Digital Computers.

Wednesdays, 6.30-8.30 p.m., starting October 4, 1978. Room 725, Knowles Building, University of Hong Kong. 30 lecture periods plus 12 laboratory instruction periods. Each period will consist of 2 hours

Tutors : C. F. Ho, M.Sc. (Man.), Ph.D. (H.K.), F.H.K.I.E., C.Eng., M.I.E.E., F.I.E.R.E., Sen.M.I.E.E.E., Senior Lecturer in Electrical Engineering, University of Hong Kong. (Tutor-in-Charge).

W. S. Leung, B.Sc. (Eng.) (Lond.), Ph.D. (Lceds), F.H.K.I.E., C.Eng., F.I.E.E., M.I.E.R.E., Sen.M.I.E.E.E., M.I.P.I., Professor, Department of Electrical Engineering, University of Hong Kong.

C. C. Lau, M.Phil. (H.K.), M.I.E.E.E.

H. F. Li, M.S., Ph.D. (Calif.), M.I.E.E.E., Lecturer in Electrical Engineering, University of Hong Kong.

Fee: \$450 (including examination fee).

Entry Qualifications : Applicants with a Physics or Electrical Engineering background up to Bachelor's degree level or a qualification accepted by one of the major international institutions of a relevant profession.

In exceptional cases, consideration for admission will be given to applicants without professional or graduate qualifications provided that they are over 25 and have had at least two years of related industrial experience in responsible positions.

Enrolment is limited to 40 persons.

An examination will be conducted at the end of the course and the award of a certificate is subject to passing the written examination and on satisfactory completion of course-work. Candidates should have attended not less than 75% of the lectures. The written examination will be assessed by both University and External Examiners.

Closing date for applications : September 9, 1978, A special application form is available on request from the Department.

Applicants must enclose photostat copies of the appropriate certificates along with their application forms. Applications which are not accompanied by the relevant documents will not be considered.

Outline of Syllabus :

1. Numbers and Codes
2. Boolean Algebra
3. Logic Circuits
4. Computer Circuits
5. Counter and Shift Registers
6. Arithmetic Operation
7. Timing and Control
8. Memory Elements
9. D/A and A/D conversion
10. Computer Organisation.

A course designed for graduates in Electrical Engineering or Physics who wish to enter the field of Digital Computer design.

**149. 中央空氣調節系統之用水處理
(Water Treatment for Air-Conditioning Systems)**

主講人：楊伯倫先生。

講授語言：粵語。

地點：香港大學鈞魯詩樓 721 室。

時間：一九七八年九月廿七日起每星期三下午六時十五分至八時三十分。（共六講）。

學費：六十元。

本港各工廠及大廈之中央空氣調節系統，用水往往因空氣污染，含鹽份過多或微生物繁殖，而引起穿管、塞管或其他問題，以致系統因而損壞或停頓。本課程旨在協助工程人員、操作員及其他有關行政人員瞭解應注意之問題，並提供解決辦法。內容包括水質之化驗及特性，銹蝕及產生水垢之原因及化學處理辦法，以供保養該系統時參考之用。

See also:

191. Geotechnical Methods: Recent Developments and their Applications in Modern Building Industry. (Page 76)

English Studies

Staff Tutor : Duncan Macintosh, Telephone 5-456443

CERTIFICATE COURSES IN THE USE OF ENGLISH

A sound working knowledge of English is one of the greatest needs in Hong Kong life today. To meet this need the Department offers a carefully devised two-year programme in the use of English that will provide the students with practical tuition in the following skills:

- the ability to speak fluently and carry on conversation in English;
- the ability to understand accurately what is said by other speakers;
- the ability to write English well to meet a number of different situations;
- the ability to read easily and understand written English.

The tutors for the courses offered each year are drawn from a panel of university graduates and experienced teachers of English. They set assignments for the students to complete at home and in class, and these are then corrected and discussed in class. In addition to the textbooks that are prescribed, a large number of articles on topical subjects and short stories are available for comprehension and appreciation. The students are also provided with plenty of opportunity for oral practice and to express their own ideas.

Students are advised to apply for a place in a First Year course, but those who consider themselves adequately qualified and who pass the Entrance Examination sufficiently well may enrol in a Second Year course.

On completion of the First Year, all students will sit an examination, which if they pass sufficiently well, will qualify them to enrol in a Second Year course in the following year. Those who pass this examination, but not sufficiently well to qualify them for a place in a Second Year course, will be awarded a Statement of Proficiency.

On completion of the Second Year, all students will sit an examination that leads to the award of the Extra-Mural Certificate in the Use of English.

As these courses are intended for working adults, those attending any class in a secondary school will not be admitted.

The Extra-Mural Certificate in the Use of English is recognized by the Institute of Bankers for exemption purposes from the English Paper in their Examinations.

ENTRANCE REQUIREMENTS: Those who have completed a First Year course sufficiently well in the year 1977-78 or who possess a Departmental Certificate in English for Business in Written Grade A, B or C may enrol in a Second Year course without any further test.

All those who do not have these qualifications must

1. have gained Grade E or above in English Language in the Hong Kong Certificate of Education Examination, or in the case of English Language Syllabus A Grade C or above, or the equivalent in an approved examination.
2. attach a photocopy of their certificate to their application form.
3. sit the Use of English Entrance Examination.

They should also therefore state on their application form the time, date and the centre at which they wish to sit this examination.

ENTRANCE EXAMINATIONS: It is essential to arrive punctually for the Entrance Examination selected.

- (A) Loke Yew Hall, University of Hong Kong, Main Building, Pokfulam Road, Hong Kong.

6.30 p.m. on 1st September, 1978
 10.00 a.m. on 2nd September, 1978
 2.30 p.m. on 2nd September, 1978
 6.30 p.m. on 8th September, 1978
 12 Noon on 9th September, 1978
 4.30 p.m. on 9th September, 1978

- (B) Wah Yan College, 56 Waterloo Road, Kowloon.

6.30 p.m. on 1st September, 1978
 6.30 p.m. on 8th September, 1978

COURSES—First Year

A. In Hong Kong

Course No. At the University of Hong Kong.

150	Mondays and Wednesdays, 7.15-8.45 p.m., starting September 25, 1978. 50 meetings.	Fee: \$300
151	Mondays and Thursdays, 7.15-8.45 p.m., starting September 25, 1978. 50 meetings.	Fee: \$300
152	Tuesdays and Thursdays, 6.15-7.45 p.m., starting September 26, 1978. 50 meetings.	Fee: \$300
153	Wednesdays and Fridays, 7.15-8.45 p.m., starting September 29, 1978. 50 meetings.	Fee: \$300

At Wah Yan College, Queen's Road East.

154	Mondays and Wednesdays, 6.15-7.45 p.m., starting September 25, 1978. 50 meetings.	Fee: \$300
155	Tuesdays and Thursdays, 6.15-7.45 p.m., starting September 26, 1978. 50 meetings.	Fee: \$300

B. In Kowloon

Course No. At St. Mary's Canossian College, 162 Austin Road. (Entrance from Kimberley Road, Tsimshatsui).

156	Mondays and Wednesdays, 6.15-7.45 p.m., starting September 27, 1978. 50 meetings.	Fee: \$300
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At Wah Yan College, 56 Waterloo Road.

- | | | |
|-----|---|------------|
| 157 | Mondays and Wednesdays, 6.15-7.45 p.m., starting September 27, 1978. 50 meetings. | Fee: \$300 |
| 158 | Tuesdays and Thursdays, 6.15-7.45 p.m., starting September 28, 1978. 50 meetings. | Fee: \$300 |
| 159 | Wednesdays and Fridays, 6.15-7.45 p.m., starting September 29, 1978. 50 meetings. | Fee: \$300 |

Second Year

A. In Hong Kong

Course No. At the University of Hong Kong.

- | | | |
|-----|---|------------|
| 160 | Mondays and Wednesdays, 6.40-8.10 p.m., starting September 25, 1978. 50 meetings. | Fee: \$300 |
| 161 | Tuesdays and Thursdays, 6.15-7.45 p.m., starting September 26, 1978. 50 meetings. | Fee: \$300 |

At Wah Yan College, Queen's Road East.

- | | | |
|-----|---|------------|
| 162 | Mondays and Wednesdays, 6.15-7.45 p.m., starting September 25, 1978. 50 meetings. | Fee: \$300 |
| 163 | Tuesdays and Thursdays, 6.15-7.45 p.m., starting September 26, 1978. 50 meetings. | Fee: \$300 |

B. In Kowloon

Course No. At St. Mary's Canossian College, 162 Austin Road. (Entrance from Kimberley Road, Tsimshatsui).

- | | | |
|-----|---|------------|
| 164 | Mondays and Wednesdays, 6.15-7.45 p.m., starting September 27, 1978. 50 meetings. | Fee: \$300 |
|-----|---|------------|

At Wah Yan College, 56 Waterloo Road

- | | | |
|-----|---|------------|
| 165 | Mondays and Wednesdays, 6.15-7.45 p.m., starting September 27, 1978. 50 meetings. | Fee: \$300 |
| 166 | Tuesdays and Thursdays, 6.15-7.45 p.m., starting September 28, 1978. 50 meetings. | Fee: \$300 |

All the above fees are inclusive of the examination fee.

ENROLMENT

Closing Date: 4th September, 1978, unless all the places in the Entrance Examination have been allocated before that date.

Applicants wishing to apply at the same time for a place in an English for Business course need pay one fee only, i.e. \$375, the English for Business fee. If they fail to gain admission to an English for Business course, but are accepted for a Use of English course, \$75 will be refunded. No applicant may attend both courses at the same time.

CERTIFICATE COURSES IN ENGLISH FOR BUSINESS

The ability to express himself clearly in English is something that every businessman needs to pay very considerable attention to if he is going to be able to communicate effectively with his customers and suppliers not only in Hong Kong, but also in many of those countries that Hong Kong trades with. Within his company, too, the businessman needs to understand what his colleagues have to say and to communicate with them. Here again, a good command of English is often of the utmost importance.

The Extra-Mural courses in English for Business are specifically designed to help those engaged in commerce and industry, and provide intensive tuition in those applied varieties of English that they are most likely to require. They are therefore ideally suited for those who have to handle correspondence independently for their firms and need to communicate with others within them.

SYLLABUS

General English	remedial tuition will be provided with a view to eradicating the most common errors students make.
Oral English	students will be given tuition in conversational English.
Commercial Correspondence:	
<i>basic principles</i>	format and conventions;
<i>commercial jargon</i>	students will be shown how to avoid outmoded jargon and redundancy;
<i>letters of application</i>	tuition will be given in how to write a letter of application for employment;
<i>letters of enquiry and replies to them</i>	tuition will be given in how to write letters making trade enquiries, how to reply to them, how to place orders and how to acknowledge them;
<i>letters of complaint and adjustment</i>	tuition will be given in how to write letters of complaint and how to reply to them appropriately;
<i>collection letters</i>	tuition will be given in how to write the first and second letters of reminder and the final demand letter when payment of an account is overdue;
<i>sales letters</i>	tuition will be given in how to write sales letters to suit particular occasions;
<i>correspondence summaries</i>	tuition will be given in how to summarise a series of letters.

Other Forms of Written Communication	memoranda; notices; forms.
Report-writing	tuition will be given in how to write full reports with recommendations, short reports and 'mixed-form' reports.
Reporting Meetings	tuition will be given in how to prepare agenda and write minutes.
Reading and Comprehension	practice will be given in the comprehension of commercial and general texts.
Note-writing	tuition will be given in the making of tabulated notes on written material and the taking of notes on spoken material.

Note: Course tutors will set a number of mandatory assignments during the course which the students will be required to complete under examination conditions, and these will then be taken into consideration when students are assessed on completion of the course. All those applying for admission should therefore realize that they will need to complete these assignments and also attend their course regularly if they wish to be admitted to the Final Examinations.

ADMISSION REQUIREMENTS: In order to be considered for enrolment, all applicants must hold a Hong Kong Certificate of Education (English or Chinese) with a Grade 'D' Pass in English, and should preferably possess either a more advanced educational qualification or an appropriate professional qualification. *Copies of all certificates awarded should be attached to application forms.* Applicants should also fulfil one of the following conditions:

- (a) have completed a Second Year Use of English course offered by the Department of Extra-Mural Studies, University of Hong Kong, in the year 1977-78 with a Grade A, B or C and submit a full statement saying why they wish to be enrolled;
- (b) pass the requisite Entrance Examination.

All those, therefore, who have not yet fulfilled condition (a) above should state on their application form *the time, the date and the centre when they can sit the Entrance Examination.*

ENTRANCE EXAMINATIONS: It is essential to arrive punctually for the Entrance Examination selected.

(A) Loke Yew Hall, University of Hong Kong, Main Building, Pokfulam Road, Hong Kong.

- 6.30 p.m. on 1st September, 1978
- 12 Noon on 2nd September, 1978
- 4.30 p.m. on 2nd September, 1978
- 6.30 p.m. on 8th September, 1978
- 10.00 a.m. on 9th September, 1978
- 2.30 p.m. on 9th September, 1978

(B) Extra-Mural Town Centre, Wing On Centre, 8th floor, 111 Connaught Road Central, Hong Kong.

6.30 p.m. on 4th September, 1978

(C) Wah Yan College, 56 Waterloo Road, Kowloon.

6.30 p.m. on 31st August, 1978

6.30 p.m. on 7th September, 1978

N.B. All Entrance Examinations continue for 1½ hours.

Note: Applicants will be informed of the result of the Entrance Examination very shortly after the last examination on 9th September; the fees of those who have failed to gain admission will then be refunded.

AWARD: Students will be awarded an Extra-Mural Certificate provided they:

- pass the examination;
- complete the assignments set during the course of tuition satisfactorily;
- attend at least 75% of the meetings scheduled.

The Extra-Mural Certificate in English for Business is recognised by the Institute of Chartered Secretaries and Administrators, the Institute of Bankers and the Association of International Accountants and qualifies the holders for exemption from the English Paper in those organisations' Examinations.

**EARLY APPLICATION IS STRONGLY ADVISED
LIMITED NUMBER OF ENTRANCE
EXAMINATION PLACES AVAILABLE**

COURSES

A. In Hong Kong

Course No. At the University of Hong Kong.

167 Mondays and Thursdays, 6.40-8.10 p.m., starting October 2, 1978. 60 meetings. **Fee: \$375**

168 Tuesdays and Thursdays, 6.40-8.10 p.m., starting October 3, 1978. 60 meetings. **Fee: \$375**

At Wah Yan College, Queen's Road East.

169 Mondays and Wednesdays, 6.15-7.45 p.m., starting October 2, 1978. 60 meetings. **Fee: \$375**

170 Tuesdays and Thursdays, 6.15-7.45 p.m., starting October 3, 1978. 60 meetings. **Fee: \$375**

At the Extra-Mural Town Centre, Wing On Centre, 8/F, 111 Connaught Road Central.

171 Mondays and Wednesdays, 6.15-7.45 p.m., starting October 9, 1978. 60 meetings. **Fee: \$375**

B. *In Kowloon*

Course No. At St. Mary's Canossian College, 162, Austin Road.
(Entrance from Kimberley Road, Tsimshatsui).

172 Tuesdays and Thursdays, 6.15-7.45 p.m., starting
October 3, 1978. 60 meetings. Fee: \$375

At Wah Yan College, 56 Waterloo Road.

173 Mondays and Wednesdays, 6.15-7.45 p.m., starting
October 4, 1978. 60 meetings. Fee: \$375

174 Tuesdays and Thursdays, 6.15-7.45 p.m., starting
October 5, 1978. 60 meetings. Fee: \$375

All the above fees are inclusive of the examination fee.

ENROLMENT

Closing Date: September 5, 1978, unless all the places in the Entrance Examination have been allocated before that date.

Applicants wishing to apply at the same time for a Use of English course need pay one fee only, i.e. \$375. If they fail to gain admission to an English for Business course but are accepted for a Use of English course, the difference between the two fees, i.e. \$75, will be refunded. No applicant may attend both courses at the same time.

Applicants wishing to apply for a place in a Use of English course and an English for Business course should apply to sit the English for Business Entrance Examination by 4th September and the Use of English Entrance Examination on 9th September. If they pass the English for Business Entrance Examination they will be informed accordingly, and should not then sit the Use of English Entrance Examination.

PRIOR ENROLMENT IS ESSENTIAL

Failure to enrol prior to the opening of a particular course may mean the cancellation of that course. Prior enrolment is the only way the Department of Extra-Mural Studies has of judging the response to its courses. Your co-operation is therefore invited in sending your application forms to the Department as soon as possible.

175. Basic Medical English. Miss M. M. A. Broadbent, L.T.C.L. (T.E.F.L.). Tuesdays and Thursdays, 8.00-9.30 p.m., starting October 31, 1978. Room 23, Extra-Mural Town Centre, Wing On Centre, 8/F, 111 Connaught Road Central, Hong Kong. 40 meetings. **Fee: \$300**

The need for a greater command of English for professional purposes is rapidly becoming more apparent amongst some members of the medical profession in Hong Kong. This course in Basic Medical English is therefore designed to meet the needs of those who have experienced difficulties in communicating with others by providing them with intensive tuition in conversational English, current English usage and the application of the language to medical purposes. Particular attention will therefore be paid to the following: medical terms and vocabulary; how to complete statutory medical forms; how to write simple notes and memoranda; the reading and comprehension of medical texts; modern English usage; oral English.

The students who complete at least 75% of the course will be awarded Certificates of Attendance.

Enrolment

In order to ensure the greatest possible degree of personal tuition, the course will be limited to 25 students. Preference will therefore be given to members of the medical profession who need to improve their knowledge of English.

Teaching Material

In addition to a quantity of material that has been prepared specifically for this course, the following textbooks will be studied:

T. A. Grant: *Aids to English Conversation*, Book 2 (Universal Publications)

J. Maclean: *English in Basic Medical Science* (O.U.P.)

R. O'Neill: *Kernel Lessons Intermediate, Students' Test Book* (Longman)

Kernel Lessons Plus, Students' Test Book (Longman)

EARLY APPLICATION IS STRONGLY ADVISED

SPOKEN ENGLISH

Certificate Course in English Speech

This is an intensive course of study in which it is intended to provide tuition in Spoken English to an advanced level for suitably qualified students who have a *positive and urgent need* to achieve a very high standard of proficiency in a wide variety of social situations.

Tuition will be provided in the pronunciation and intonation of English, and practical work will include role-playing in addition to guided conversation and general oral practice.

Even though this is a Spoken English course, satisfactory progress can only be made if students, as well as attending regularly and participating actively, are prepared to consolidate *at home* what they have practised in the sessions.

Applicants should bear in mind that this is not a General English course and *grammatical competence will be assumed*.

A proportion of the places offered is reserved for teachers of English who perform sufficiently well in the Entrance Test.

Syllabus :

Pronunciation of English; Intonation in English; Advanced Oral Communication,

Admission Requirements :

- (a) A Certificate in the Use of English or in English for Business with Grade B (written) and Grade A (oral) awarded by the Department of Extra-Mural Studies, University of Hong Kong; *or*
- (b) Satisfactory performance in the Entrance Test. This will consist of a Listening Test and for those who pass it, an Interview.

All those who do not possess qualification (a) should, therefore, attend a Listening Test. Several Listening Tests will be held in the Extra-Mural Town Centre, on 13th and 14th September, beginning at 6.00 p.m. Applicants will be tested on a first come, first served basis, but should indicate on their application forms on which evening they wish to be tested.

Applicants who pass the Listening Test will be required to attend an Interview.

Closing Date for Applications : 9th September, 1978.

Enrolment limited to 26 students in each course.

Fee : \$350, inclusive of examination.

Duration : 60 1½ hour sessions, inclusive of examination.

Award : Students will be awarded an Extra-Mural Certificate provided they:

- pass the examination;
- participate fully, attend regularly and perform adequately during the course of tuition.

COURSES

- 176 Mondays and Wednesdays, 7.15-8.45 p.m., starting October 2, 1978, in the University of Hong Kong.
- 177 Tuesdays and Thursdays, 6.15-7.45 p.m., starting October 3, 1978, in the Extra-Mural Town Centre, Wing On Centre, 8/F., 111 Connaught Road Central, Hong Kong.

178. **Oral Fluency.** Mrs. I. C. Anderson, B.A., Dip.Ed. (Manitoba). *Mondays and Wednesdays, 7.15-8.45 p.m., starting October 16, 1978. University of Hong Kong. 12 meetings.*

Fee: \$100

The focus of this short intensive course is on oral English. Through student participation in role-playing situations, small-group discussions, problem-solving exercises and other activities, the aim of the course will be to improve the students' oral fluency in English. Some attention will be given to pronunciation, intonation and listening comprehension, but the emphasis will be placed on functional communicative competence—the ability and confidence to know what to say and how to say it in situations where spoken English is most likely to be needed.

Entrance Qualifications: A full Departmental Certificate in the Use of English or English for Business awarded since 1974. *All applicants should attach copies of their certificates to their applications.* Enrolment of applicants will be by selection of those most capable of benefitting from the course of tuition.

Those selected will be informed accordingly by 9th October, and the fees of those who have not been selected will then be refunded.

Enrolment limited to 18 students.

ENGLISH FOR TRANSLATORS

179. Certificate Course in Translation Techniques

The importance of English/Chinese and Chinese/English translation in Hong Kong is daily becoming evident. The Certificate Course in Translation Techniques seeks to meet the demand for trained translators and interpreters in Government service and in commerce and industry.

Syllabus

The Principles and Problems of Translation;
The Nature and Function of Language;
The Characteristic Features and Language Varieties of English;
The Characteristic Features and Language Varieties of Chinese;
Contrastive Analysis of English and Chinese: Lexis;
Contrastive Analysis of English and Chinese: Syntax;
Approaches to Translation;
Methods and Techniques of Translation;
Types of Translation: Journalistic, Documentary, Legal, Commercial;
Tutorials.

A comprehensive list of recommended books that are kept in the Extra-Mural Library will be sent to all successful applicants upon enrolment.

Admission Requirements :

All applicants should possess one of the following qualifications:

— a degree from a British or a Hong Kong University or equivalent;

Or

— a pass in at least two subjects in the Advanced Level Examination of Hong Kong University, plus three further subjects at Grade 'C' or above in the Hong Kong Certificate of Education (English or Chinese), one of which must be in English Language and the other in Chinese Language, or equivalent examinations.

Entrance Examination :

All applicants possessing one or other of the qualifications mentioned above should sit the Entrance Examination at the following time and place:

6.30 p.m. on 19th September, 1978 in the Extra-Mural Town Centre, Wing On Centre, 8th floor, 111 Connaught Road Central, Hong Kong.

Preference will be given to candidates who are actively engaged in translation and/or interpreting work. Successful candidates will be informed of their enrolment by 5th October. Those applicants who are unsuccessful will also be informed accordingly and their fees will be refunded.

Enrolment will be limited to 25 students.

Closing date for application : 19th September, 1978.

All applicants should attach photostat copies of their Certificates to their application forms.

Time : 6.15-7.45 p.m., on Tuesdays and Thursdays, starting October 12, 1978.

Place : Room 121, University Main Building.

Duration : 52 sessions as follows: 46 lectures, 4 tutorial sessions per student, 2 examination sessions (12th October, 1978-29th May, 1979)

Fee : \$400, inclusive of examination fee.

Award : Students will be awarded an Extra-Mural Certificate provided they:

- pass the examination;
- complete the assignments set during the course of tuition satisfactorily;
- attend at least 75% of the meetings scheduled.

Tutors : Miss Lena S. N. Chung, B.A. (H.K.), M.A., Dip.Gen.Ling. (Manc.), Lecturer in English, University of Hong Kong. R. S. W. Hsu, B.A. (Nanking), M.A., Ph.D. (Cantab.), F.I.L., Head, Chinese Section, Language Centre, University of Hong Kong.

Shu Hsing Tso, LL.B. (Fuh Tan), D.Sc.Pol. (Rome), P.G.C.E. (H.K.U.), Senior Lecturer, Department of Languages, Hong Kong Polytechnic.

ENGLISH FOR TEACHERS

180. Certificate Course in Phonetics for English Language Teaching

The aim of this course is to provide experienced teachers of English who have a good command of the language with a comprehensive introduction to the Phonetics and Phonology of English.

Syllabus:

1. Articulatory Phonetics
 - Introduction to General Phonetics
 - Physiological Aspects of the Production of Speech
 - Notation
 - Description and Classification of Vowel and Consonant Segments
 - The Syllable
2. Phonemic Phonology
 - Structure
 - System
 - Distinctive Features and Neutralization
3. The Phonology of English and Cantonese
 - Description of English and Cantonese Vowels, Diphthongs, and Consonants
 - The Word
 - Accent in Noun Compounds
 - The Word in Connected Speech
 - Intonation
4. Varieties of Spoken English
5. Practical Phonetics

Admission Requirements: The applicant should possess a university degree or college of education diploma or certificate, a photostat copy of which should be attached to his application form, and should have had several years' experience of language teaching. Applicants will be required to attend an interview.

Closing Date for Applications: 9th September, 1978.

Enrolment limited to 25 students.

Fee: \$300, inclusive of examination.

Duration: 70 1½ hour sessions.

Time: 6.15-7.45 p.m., Mondays and Wednesdays, starting October 2, 1978.

Place: Extra-Mural Town Centre, Wing On Centre, 8/F., 111 Connaught Road Central, Hong Kong.

Award: An Extra-Mural Certificate will be awarded to students who complete the course satisfactorily. Assessment will be by examination, course projects and assignments, and practical work.

Fee Refund: Teachers of English in all categories of secondary school may apply to the Director of Education for a refund of 50% of the course fee as soon as they receive a letter of acceptance from the Department of Extra-Mural Studies. This applies to all teachers whether in Government, aided or private schools.

181. Teaching Oral English. D. Foulds, B.A. (Lond.), Head of English, Hong Kong Technical Teachers' College. *Fridays, 6.15-7.45 p.m., starting October 13, 1978. Room 17, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong. 12 meetings. Fee: \$100*

The course will survey the major problems encountered by local students in the acquisition of English Language speech skills. Participants will be offered an opportunity to develop strategies and aids, and prepare lessons and practice sessions leading to the effective teaching of such skills.

Items to be covered will include a brief introduction to phonetic theory, the preparation of audio aids, oral drills and exercises, and the presentation in class of reading aloud, choral speaking, conversation and discussion sessions.

This course is intended specifically for teachers of Junior Secondary classes.

Enrolment limited to 25 students.

Fee Refund: Teachers of English who wish to attend this course may apply for a fee refund from the Director of Education as soon as they receive a letter of acceptance from the Department of Extra-Mural Studies. This applies to all teachers whether in Government, aided or private schools.

182. Teaching Drama to Children. Mrs Esma Wright, L.R.A.M. (Teacher's Diploma). *Tuesdays, 6.40-8.10 p.m., starting October 24, 1978. Room 847, Knowles Building, University of Hong Kong. 15 meetings.*

Fee: \$120

A course for teachers in primary and secondary schools which will cover various aspects of drama in schools and will concentrate on the spoken word. The course will therefore include the following: voice production; story telling and how to bring stories "alive"; choral speech, dealing with poems for the very young through to more advanced narrative; mime and improvisation; how to construct and produce a simple play.

Teachers will be encouraged to submit ideas which will be discussed, and it is also hoped that they will put into practice each part of the course as it is covered.

Enrolment limited to 25 students.

The tutor has taught English and drama for fifteen years and has had very substantial experience with the B.B.C. for whom she wrote and presented radio and educational programmes for children. Since coming to Hong Kong, she has worked in close conjunction with E.T.V.

Fee Refund: *Teachers of English in all categories of secondary school and the upper forms of primary schools may apply to the Director of Education for a refund of 50% of the course fee as soon as they receive a letter of acceptance from the Department of Extra-Mural Studies. This applies to all teachers whether in Government, aided or private schools.*

ENGLISH FOR APPRECIATION

183. **Madness in Literature.** E. R. Davey, B.A. (York), Ph.D. (E. Anglia), Lecturer in Comparative Literature, University of Hong Kong. *Mondays, 6.30-8.00 p.m., starting November 13, 1978. Room 301, Main Building, 3rd floor, University of Hong Kong. 12 meetings.* **Fee: \$100**

The idea behind this course is very simple. It is to look at the ways 'madness' has been defined and used in (mainly) European literature from ancient times to the present day. This historical period is long, but permits a justifiable division into sub-periods: Greek—Renaissance—Classical/Baroque—Romantic—modern. The texts are chosen with a view to showing how the various authors understood 'madness', what place it had in the general scheme of things, whether benign, dangerous, pathological or even peculiarly rational, as well as presenting works which, on the whole, are of great artistic merit. Those that are not are nonetheless forceful personal documents.

Reading List :

Euripides	The Bacchae (trans. G. Murray)	Allen & Unwin
Shakespeare	King Lear (any edition)	
Cervantes	Don Quixote (trans. Cohen)	Penguin
Racine	Phaedre (trans. R. Lowell)	Faber
Büchner	Lenz & Woyzeck (trans. Hamburger)	Chicago U.P.
Céline	Journey to the End of the Night (trans. Marks)	New Directions
Mishima	Temple of the Golden Pavilion (trans. Morris)	Berkley Medallion
Green, Hannah	I Never Promised You a Rose Garden	Pan Books
Plath, Sylvia	The Bell Jar	Faber

These books may be obtained from the Hong Kong Book Centre, On Lok Yuen Building, 25 Des Voeux Road Central.

Enrolment limited to 20 students.

184. **Reading and Discussion.** Mrs A. Skea, B.A. (Armidale). *Fridays, 6.15-7.45 p.m., starting October 13, 1978. Room 4B, Wah Yan College, Queen's Road East, Hong Kong. 10 meetings.* **Fee: \$80**

Writers employ a variety of different styles when they wish to express their ideas in differing situations. The style used when, for example, a writer wishes to persuade his readers about the truth of something is different from the style he uses when he merely wishes to provide factual information, and this, in turn varies from the style used when he expresses a personal opinion.

The aim of this further course, which is suited to those who already have quite a good command of English, is to consider the various styles that a writer can use and the differing effects that they can achieve.

Enrolment will be limited to 25 persons and may be by selection of those most qualified to benefit from the course. Preference will be given to applicants who have been awarded the Department's Certificate in the Use of English or in English for Business. Applicants who have not been awarded either of these Certificates should have obtained a Pass in English at G.C.E. 'O' level or equivalent.

Textbooks :

W. E. K. Anderson: *The Written Word* (O.U.P.)

H. L. B. Moody: *Varieties of English* (Longman)

These may be obtained from the Hong Kong Book Centre, 25 Des Voeux Road Central.

See also :

267. **An Introduction to Classical Chinese Novels.** (Page 110)

269. 中西比較文學導論 (第 111 頁)

European Languages

Staff Tutor : Duncan Macintosh, Telephone 5-456443

Courses in Spanish Language

Tutor : Rev. Father Eladio Neira, O.P., Ph.D. (Berkeley), Supervisor/ Principal, Rosaryhill School, Hong Kong.

Days for all courses : Tuesdays and Thursdays.

Starting date for all courses : 12th October, 1978.

Place : Room 17, Extra-Mural Town Centre, Wing On Centre, 8th floor, Connaught Road Central.

First Year (Course No. 185).

6.00-7.00 p.m. 50 meetings. Fee: \$300

Those who have no previous knowledge of Spanish will find this course for complete beginners in the language particularly useful. The tutor will teach the class to a level where they can understand elementary texts in Spanish and carry on simple conversations.

Enrolment limited to 30 persons.

*Textbook : *El Español Al Día*, Book I, obtainable from the Hong Kong Book Centre, Des Voeux Road Central.*

Second Year (Course No. 186).

7.05-8.05 p.m. 50 meetings. Fee: \$300

This is primarily a continuation course intended for those who have previously completed Spanish I, but those others who have a basic knowledge of the language or who have been studying it elsewhere for about a year will also find it of considerable value. Tuition will be given in vocabulary building, the comprehension of simple Spanish texts and in writing and speaking skills.

Enrolment limited to 30 persons.

*Textbook : *El Español Al Día*, Book II, obtainable from the Hong Kong Book Centre, Des Voeux Road Central.*

Third Year (Course No. 187).

8.10-9.10 p.m. 50 meetings. Fee: \$300

This is an advanced course in Spanish, primarily intended for those who have completed the Department's previous course, 'Spanish II'. Others, however, who have already studied for two years and who have a fairly good basic command of the language will also find the course of value to them. Intensive tuition will be provided in the basic skills of reading and listening, comprehension, writing and speaking.

Enrolment limited to 30 persons.

*Textbook : *El Español Al Día*, Book III, obtainable from the Hong Kong Book Centre, Des Voeux Road Central.*

Geography & Geology

Staff Tutor: Owen H. H. Wong, Telephone 5-468161 Ext. 309

188. 香港自然地理野外考察 (Geography in the Field: Physical)

主講人：鈕柏榮先生、楊兆康先生、歐陽秋眉女士。

講授語言：粵語（輔以英語）。

地點：香港大學鉅魯詩樓 229 室。

時間：一九七八年十月三日起每星期二下午八時至九時十五分。
(共七講及四次野外考察)。

名額：三十五人。

學費：六十五元。

講授重點着重於介紹與香港有關的地質，地貌、土壤及植物等方面的知识。

內容包括：

(一) 矿物、岩石與構造地質特徵：礦物與岩石將簡略介紹主要的造岩礦物與主要的岩石類型特徵構造特徵，將介紹褶皺，斷裂，節理，劈理等。

(二) 海岸及河流地貌的主要特徵及其成因。

(三) 土壤的形成。

(四) 植物考查方法。

189. 矿物與岩石鑑定 (The identification of minerals and rocks)

主講人：鈕柏榮先生、歐陽秋眉女士。

講授語言：粵語（輔以英語）。

地點：香港大學鉅魯詩樓 229 室。

時間：一九七八年十月十七日起每星期二下午六時十五分至七時四十五分。(共四講，另二次野外考察及一次實驗講解)。

名額：二十人。

學費：五十元。

本課程為「香港自然地理野外考察」課程中礦物岩石部分的擴展，對礦物與岩石作較為詳細的講授。

主要內容為：礦物的定義，主要分類，形態及物理性質，香港主要金屬礦物及主要造岩礦物的分述及其肉眼鑑定。礦物物理性質及光學性質，主要金屬礦物及主要造岩礦的分述及鑑定。岩石的分類，主要火成岩、沉積岩、變質岩的組成成分，結構、構造及鑑定。凡曾選修或同時選修「香港自然地理野外考察」課程者，可優先取錄。

190. Urban Geography. T. C. H. Lau, M.A. (Auck.), Lecturer, Hong Kong Polytechnic. *Fridays, 6.00-7.30 p.m., starting October 13, 1978. Room 10, Central Market Building, Top Floor, Hong Kong. 8 meetings plus 2 field trips.* **Fee: \$65**

With a broad concern for urban life and for the components of the urban environment, an introductory analysis will be provided on the structure and functioning of the city as a spatial system, dealing with urbanism as the phenomenon and with urbanization as the process.

Topics to be discussed will include the urban inquiry, evolution and world urban patterns, central places and hierarchy, people and culture, urban land uses, transportation, and city expansion. Examples of urban patterns from Western and non-Western societies will be selected for discussion. Local field studies will be arranged to illustrate the theoretical models and their application.

This course is especially designed for secondary school teachers or those who have special interest in this field.

191. Geotechnical Methods: Recent Developments & their Applications in Modern Building Industry. J. C. W. Lau, M.Sc. (Manc.), Ph.D. (London), C.Eng., MICE, MISTRUCT E., MHKIE, FGS and R. Fernie, B.Sc. (Heriot-Watt), C.Eng., MICE, MIHE, FGS. *Alternate Saturdays, 9.30 a.m.-12.45 p.m., starting October 7, 1978. Room 15, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong. 6 meetings.* **Fee: \$85**

The following topics will be discussed with the aim of providing practising Civil and Structural Engineers with up-to-date knowledge of recent trends in geotechnical engineering:

Site investigation techniques.

Rock mechanics: properties of intact rocks and their measurement, shear strength of jointed rocks.

Rock slope stability: rock joint survey and graphical presentation on stereonets, methods of slope stability analysis, theory and design of rock anchors.

Soil mechanics: properties of soils and their measurement.

Soil slope stability: limit equilibrium methods.

Infiltration theories: infiltration of rain water into unprotected slopes and its effect on slope stability, physics of unsaturated flow.

Earth pressures on retaining structures.

Dewatering: effects on buildings.

Modern stress-strain theories and computational methods: tensor notations, constitutive laws, introduction to finite element method, limit analyses. Implication of strain-softening in geotechnical engineering.

Entry qualifications: B.Sc. or equivalent in Engineering or related fields.

Enrolment is limited to 40.

History

Staff Tutor : Owen H. H. Wong, Telephone 5-468161 Ext. 309

- 192. The Ancient Civilisation of China.** O. H. H. Wong, M.A. (H.K.), Ph.D. (Cantab.), Terence T. T. Pang, B.A. (H.K.), *Fridays, 6.15-7.45 p.m., starting October 13, 1978. Room 141, University Main Building. 12 meetings. Fee: \$65*

To understand Modern China it is essential to have some knowledge of Ancient China, which, in itself, is a fascinating study. To this end, the following topics have been selected for discussion: the cradle of Chinese civilisation; geographic influences on Chinese history and culture; trends in Chinese history, particularly the dynastic cycle; ways of Chinese thinking; the Chinese mode of life and social structure; political concepts; the Chinese as an artistic nation; early Chinese contacts with the outside world.

Little or no previous knowledge of Chinese history will be assumed.

- 193. 中國歷代治亂因果及政制得失（五）：（清代民初）
(An Analysis of Chinese Historical Trends: Part V)**

主講人：林旅芝先生。

講授語言：粵語。

地點：香港大學校外課程部市區中心十五號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月二十日起每星期五[下午六時五十分至八時二十分。（共十講。計十五小時）。

學費：五十五元。

本課程為研討中國歷朝之興起及覆亡之因素。以往不少人士持有「天下大勢，亂極必治，治極必亂」之觀點，此種史觀，殊不合邏輯，時代之演變，變幻無常，絕非如機械公式之千篇一律者，每朝之興，必有其因，每朝之止，必有其理，國祚長短，亦不劃一，如周歷時八百載，而劉知遠之漢僅得四年，有何極之可言，故歷史之演變，朝代之興亡，為一極其複雜之問題。本課程即以此問題為研討中心，至於史實，僅作說明資料，用以印證主題之正確性而已。研討範圍分為多期，由殷商開始至明清為第一至四期，清代至民初為第五期，為文史教師及對中國史有興趣者，提供新的資料。

申請教育司署付還學費手續：凡政府，補助，或私立學校之中文歷史教師進修以上課程而欲教育司署支付學費，可於接獲本部取錄函件後向教育司署申請。

See also :

43. *Introduction to the History of Western Art.* (Page 9)
76. *Romanticism.* (Page 22)
286. *Social Life and Socialites in Early Hong Kong.* (Page 119)

Journalism & Communication

Staff Tutor: Owen H. H. Wong, Telephone 5-468161 Ext. 309

194. 新聞學文憑班

(Certificate in Journalism)

顧 問：胡仙女士，O.B.E., J.P. (星島報業有限公司董事長)

岑維休先生，C.B.E., J.P. (華僑日報社長)

主 講 人：胡殷先生 (香港浸會書院傳理系講師)

梁業昌先生 (大專會堂主任)

唐碧川先生，M.B.E. (星島晚報總編輯) — 首席主講人。

賈訥夫先生 (星島日報主筆)

林友蘭先生 (讀者文摘特約翻譯)

宋郁文先生 (成報編輯)

鄭鏡彬先生 (前香港電台中文台副台長)

課程主旨：本課程專為有志從事新聞事業，及對新聞事業有興趣或日常工作與新聞事業，新聞寫作有密切關係之人士而設，提供專業的訓練。更通過各項的參觀與實習，使彼等對新聞事業，有全面性的認識，而目下的新聞工作從業員，又可藉此種課程，得到進修的機會，以提高工作的效能。

課程內容：(一) 新聞學導論；(二) 大眾傳播媒介與傳達學；(三) 新聞採訪與新聞寫作；(四) 新聞翻譯；(五) 編輯學；(六) 廣播與電視；(七) 實習與參觀。

講授語言：粵語為主。

地 點：香港大學校外課程部市區中心十八號室。(香港千諾道中一百一十一號永安大廈八樓)。

時 間：一九七八年十月十八日起每星期三下午六時十五分至八時卅分，共四十四講，另加兩個星期日的實習與參觀。

學 費：三百五十元。

名 額：三十二人。

入學資格：申請人須至少具下列任何一項資格：

(甲) 持有大專畢業證書。

(乙) 大學入學試合格，若不能達到此程度，則中英文中學會考須五科合格，而中英文成績良好。

(丙) 在各大報館、電台、電視台或出版機構從事記者或行政工作三年以上。

申請手續：申請者須於九月卅日以前，將申請表格及函件寄回本部，函內須附回郵信封，原服務機構推薦信，二吋半身近照二張，學歷及工作經驗之證件副本及詳情。

結業文憑：課程結束後，學員若能符合下列三項條件，則可領得本部頒發之文憑。

(一) 畢業考試及格；

(二) 上課次數超過四分之三；

(三) 完成所有課程中的作業。

195. 廣告與公關導論
(Advertising and Public Relations Forum)

主講人：徐天佑碩士（課程主持）
紀文鳳小姐（精英廣告公司創作監督）
馮漪敏碩士（威雅廣告公司媒介監督）
蔡春霖碩士（博雅公關公司客務主任）

講授語言：粵語（輔以英語）。

地點：香港大學校外課程部市區中心十五號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月十九日起每星期四下午六時至七時半（共十二講）。

學費：七十五元。

由於本港的生活水準不斷提高，廣告公關行業亦隨之而發達，對大眾的日常生活習慣、起居飲食都有顯著的影響。因此經營廣告公關行業的方法也力求高度專業化及科學化：這包括了整盤廣告公關計劃的策署，表達形式，及通過不同的媒介使訊息有效地達到受眾。

本課程的目標係向各方面對廣告公關行業有興趣之人士提供一般的基本知識，引導參課者認識和善用廣告公關正確地推廣宣傳，並矯正一般人士對廣告公關行業的誤解。

課程內容包括廣告及公關行業的市場結構、經營、客務、創作構思與表現方式、媒介策署等。主講者來自不同的廣告公關公司或機構並有本身在行的經驗。

本課程因屬導論性質，對在職業上與廣告或公關有關係的人士較為適合，並獲優先取錄機會，因部份講課乃採用研討方式，故名額以三十人為限。截止報名日期為十月六日。

預早報名之重要

及早報名乃是使本部得知各界對種種課程反應之唯一途徑，如不及早報名則往往引致各該課程延期或取消。故有志修讀本部課程者，敬希從速將報名申請書寄回本部。

196. 廣告設計實用技巧
(Advertising: Practical Techniques)

主講人：蔡克信先生。

講授語言：粵語。

地點：香港大學校外課程部市區中心十五號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月十七日起每星期二下午七時四十五分至九時十五分。（共十二講）。

學費：七十五元。

名額：三十二名。

廣告設計應用的範圍至廣，由日常活動的報導，學校社團通告與海報的編排，以至於商業用的各類廣告宣傳，都需要不同的技巧，將設計者的意念表達出來，再傳達到廣大的羣衆，發揮最高度的效力。

課程內容包括設計工具材料之運用、廣告創作過程與步驟，圖案，插畫之關係，中英文字處理，編排設計，背景之特別效果，印刷問題等常識。

本課程適合一般廣告業人仕、社團活動的負責人，學校的美術教師，及其他對此類設計有興趣人仕選修，而講授時則儘量深入淺出，使部份初學者易於入手。

197. 公共關係：自我辨認與人際關係
(Intra- and Inter-Personal Relationships in Public Relations)

主講人：陳毓祥碩士。

講授語言：粵語（輔以英語）。

地點：香港大學校外課程部市區中心十八號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年九月廿六日起每星期二下午六時十五分至七時四十五分（共二十講）。

學費：一百二十元。

除了導引出公關的主題及理論上的專有解釋及概念外，更盡力增進學員們的自我了解及介紹人與人之間的公關技巧。再輔以心理測驗及「相互觀察與糾正小組」的方式，來促進學員們對該門學科之認識。討論項目包括：各項公共關係技術類型；傳播之原則及理論；應用在公共關係上各種傳播媒介之類型；態度形式之衡量，功能及變化；公共關係之職業道德；對公共關係之執行，設計及估值；各類公關問題之討論。

整個過程着重小組討論，故只限收二十六人，對從事文化教育事業，社會工作及公共關係者，均會有很大的專業上的幫助。凡上課次數超過三分之二者，將可申講本部發給之聽講證書。

198. 傳播學導論
(Mass Communication)

主講人：梁業昌碩士（大專會堂主任）。

講授語言：粵語（輔以英語）。

地點：香港大學校外課程部市區中心十五號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月十九日起每星期四下午七時四十分至九時十分。（共十二講）。

學費：七十元。

在歐美許多大學，傳播學（或稱傳理學）已成為必修課程之一，其目的為運用科學方法，分析及研究傳播與人際間關係。此科對從事文化教育、社會工作、新聞事業、廣告及公共關係者，均會有很大的專業上的幫助。

討論的重點在於研究傳播媒介與社會的關係。範圍包括傳播的過程，傳播組織的特點，內容的控制及傳播媒介對政治，經濟及社會可能產生的影響，並會對傳播理論作初步的探討。

整個過程着重啟發性的討論，故只限收二十六人。

199. 人際溝通與實用心理
(Practical Psychology in Human Communication)

主講人：陳毓祥碩士。

講授語言：粵語（輔以英語）。

地點：香港大學校外課程部市區中心廿四號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年九月廿六日起每星期二下午八時至九時十五分。（共二十講）。

學費：一百二十五元。

名額：二十人。

以小組討論，「相互觀察與糾正小組」及實習等方式，幫助學員去領悟有效之傳播溝通技巧，從而解決個人及人際間的問題，討論範圍包括：

人際溝通的處事分析。

人際溝通的領導問題。

人性理解。

人際溝通的羣體語言。

勸誘的傳播技巧與宣傳方法。

家庭成員的二十種溝通技巧。

人際間的相互吸引問題。

人際溝通問題中之適應性與

人際溝通與小組壓力。

不良心理反應。

本課程適合對傳播學有初步認識的學員而一般從事文化教育事業、社會工作及公共關係而需進一步理解人際溝通的各項問題的人仕，幫助尤大。

200. 表達與理辯
(Public Speaking & Persuasion)

主講人：彭煥堯先生（哈佛大學尼曼研究院院士）。

講授語言：粵語（輔以英語）。

地點：香港大學校外課程部市區中心十八號室。（香港干諾道中一百一十一號永安大廈八樓）

時間：一九七八年十月五日起每星期四下午五時五十分至七時二十分。（共十二講）。

學費：六十五元。

名額：三十人。

從心理學分析思想意見傳達的技巧與實際運用，並就修辭學觀點加以研究批評，講授時特別着重不同場合，講辭的撰寫、體裁、編排、表達與評估，日常的應對與辭語的表達，及理辯與勸誘的方法，兼分析古今各演講名家的成就作為範例，至於大眾傳播羣衆心理及傳播有關之法律問題等等亦有涉及，內容與工商教育傳播等均有密切關係。重點配合有關職業工作上的實際需要。

Law

Staff Tutor: Mrs. Priscilla Tso, Telephone 5-468161 Ext. 303

The courses in this section are designed to be of assistance to those preparing for the London University External LL.B., Solicitor and Bar Examinations and such professional examinations as the Institute of Chartered Secretaries and Administrators, and the Association of International Accountants, but are not intended to serve as a substitute for correspondence courses. Those intending to sit these examinations should make their own arrangements.

201. Constitutional Law. Carson Wen, B.A. (Columbia), B.A. (Oxon.). *Fridays, 6.15-8.30 p.m., starting October 6, 1978. Room 732, Knowles Building, University of Hong Kong. 15 meetings.* **Fee: \$130**

The following topics will be discussed: sources and characteristics of English constitutional law; Parliament, its composition, function, powers and procedure; the monarchy; the Privy Council; Cabinet government; the position of the Prime Minister; ministerial responsibility; the Judiciary; the British Commonwealth; the status of Hong Kong; the European Community.

202. Criminal Law. Andrew Hodge, LL.B. (Adelaide), Solicitor & Barrister of Supreme Court of South Australia, Crown Counsel. *Wednesdays, 6.15-8.30 p.m., starting October 4, 1978. Room 201, University Main Building. 15 meetings.* **Fee: \$130**

The course will deal with the classification of crimes; general principles of responsibility; general defences; participation in offences; anticipatory offences; homicide; offences against the person; offences against property; offences concerning the administration of justice and the purpose and forms of punishment.

203. English Legal System. J. M. W. Whetter, LL.B. (Bristol). *Tuesdays, 6.15-7.45 p.m., starting October 17, 1978. Room 201, University Main Building. 20 meetings.* **Fee: \$130**

The following topics will be considered: various aspects of English Law; administration of justice; criminal procedure; civil procedure; personnel and procedure of the Law; sources of English Law; development of the Courts and Judicial system; origins and emergence of the Common Law and Common Law Courts; development of Equity.

204. Law of Contract. L. Pegg, LL.B. (Birm.), M.A. (H.K.), Cert. Ed. (Leeds), Lecturer in Law, University of Hong Kong. *Mondays, 6.15-7.45 p.m., starting September 25, 1978. Room 230, Knowles Building, University of Hong Kong. 20 meetings.* **Fee: \$130**

Topics to be discussed include: formation of a valid contract; content; privity; discharge; and remedies for breach of contract. Assignment, agency and quasi-contract will not be covered.

205. The Law of Tort. J. M. Miller, LL.B. (Wellington), Lecturer in Law, University of Hong Kong. *Thursdays, 6.15-8.30 p.m., starting September 28, 1978. Room 230, Knowles Building, University of Hong Kong. 20 meetings.* **Fee: \$165**

This course is designed to be of assistance to candidates preparing for the Law Society Qualifying Examination, and the London External LL.B. examination. It would also be of interest to people concerned with the law dealing with compensation for accidents.

Topics to be discussed will include an introduction to the principles of tort liability; trespass; negligence; nuisance; strict liability; defamation; liability for negligent statements; defences; parties; effect of death; remedies; accident compensation schemes.

206. General Principles of English Law. Arthur Leong, Barrister-at-Law (Middle Temple). *Fridays, 6.15-8.30 p.m., starting September 29, 1978. Room 743, Knowles Building, University of Hong Kong. 24 meetings.* **Fee: \$200**

A course designed to be of assistance to candidates preparing for the Part I Examination of the Institute of Chartered Secretaries and Administrators. The course covers the nature and sources of English Law; administration of the law, associations; general principles of the law of Property, Trusts, Contract and Torts.

207. **Business Law.** T. K. Ghose, B.A. (Calcutta), C.A.I.I.B., A.I.B., F.C.I.S., A.M.B.I.M. and William P. K. Lee, Barrister-at-Law (Inner Temple), Senior Crown Counsel. *Mondays, 6.15-8.30 p.m., starting September 25, 1978. Room 416, Knowles Building, University of Hong Kong.*
16 meetings. Fee: \$140

The course will deal with general principles of the law of contract, including agency, sale of goods, hire purchase and consumer protection; lien and bailment, commercial arbitration, negotiable instruments with particular reference to cheques and bankers' credits; relationship of banker and customer; legal aspects of the distinctions between various kinds of business organization including forms of incorporated and unincorporated associations; law of bankruptcy; deeds of arrangement; outline of the law including, where appropriate, that deriving from the European Economic Community relating to monopolies and restrictive trade practices; law of defamation.

208. **Company Law.** Francis Cheung, LL.B. (London), Solicitor, Asst. Crown Counsel, Legal Department. *Fridays, 6.15-7.45 p.m., starting September 29, 1978. Room 721, Knowles Building, University of Hong Kong.*
16 meetings. Fee: \$105

Topics to be discussed: formation, memorandum and articles and alterations thereto; prospectuses; contracts and dealings with companies; share capital; allotment and transfer of shares; dividends; debentures; directors, officers and members; meetings; private companies; overseas companies; winding up.

LAW FOR LAYMEN

209. 公司法概論
(Company Law for Laymen)

主講人：陳倚文女士。

講授語言：粵話（輔以英語）。

地點：香港大學校外課程部市區中心二十一號室（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月四日起每星期三下午七時四十五分至九時十五分。（共十二講）。

學費：六十元。

本課程旨在介紹本港公司法的基本原則，內容包括：各種公司之組織及章程，招股及股份轉讓手續，股東及董事之權利與義務，資產及負債之規定，公司結業手續等。

210. 刑事與民事責任概要
(Elements of Criminal and Civil Liability)

主講人：陳永泉先生，LL.B.(Hons.), B.Com., P.C.LL., D.B.A.

講授語言：粵語（輔以英語）。

地點：香港大學校外課程部市區中心二十五號室（香港干諾道中一百一十一號永安大廈八樓）

時間：一九七八年十月十二日起每星期四下午六時至八時。
(共八講)。

學費：五十五元。

本課程旨在增進一般市民對刑事法與民事法上基本責任之認識。內容包括刑事法與民事法之分別，刑事犯罪論，刑事責任豁免論，民事侵權行為及誹謗行為等。

211. 市民與法律
(Law and the Citizen)

主講人：韓譚春先生。

講授語言：粵語。

地點：香港大學校外課程部市區中心二十一號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年九月二十六日起每星期二下午六時十五分至七時四十五分。（共十講）。

學費：五十元。

本課程旨在引起市民對法律之興趣與認識。主要內容包括：

- (一) 本港法庭的司法程序，律師和法庭的種類。
- (二) 政府的法律援助。
- (三) 刑事法和民事法的分別，民事不法行為的訴訟，誹謗和疏忽等。
- (四) 道路交通法例。
- (五) 勞工和僱傭法例。
- (六) 合約的種類、成立和實行。

See also :

325. Law for Social Workers. (Page 145)

334. 社會工作人員與有關法庭的法例 (第 150 頁)

Librarianship

Staff Tutor: Mrs. Priscilla I'so, Telephone 5-468161 Ext. 303

212. Certificate Course for Library Assistants. Mondays and Thursdays, 6.15-7.45 p.m., starting September 25, 1978. Room 743, Knowles Building, University of Hong Kong.

Fee: \$450

Tutors: Miss L. B. Kan, B.Sc. (H.K.), M.A., M.L.S. (Calif.), Ph.D. (H.K.), Librarian, Chinese University of Hong Kong (Tutor-in-Charge).

Miss Chu, Maria C. K., B.A. (HK), M.L.S. (Hawaii), Map Curator, University of Hong Kong.

Mrs. Ko, Susanna, B.A. (Manc.), Cert. of Ed. (Lond.), M.L.S. (W. Ontario), Asst. Librarian, University of Hong Kong.

Mrs. Lam, Minii, B.A. (Lib.Sc.) (Wuhan), A.L.A., Asst. Librarian, University of Hong Kong.

Miss Lee Ching Yin, B.A. (Lond.), A.L.A., Asst. Librarian, Urban Council Libraries.

Lo Yiu Chung, B.A. (H.K.), Dip.Lib. (Lond.), A.L.A., Asst. Librarian, Urban Council Libraries.

Mrs. Yan, Angela S. W., B.A. (Boston), M.L.S. (Calif.), Asst. Librarian, University of Hong Kong.

The course consists of four sections:

Part 1: Library Routines & Methods
No. of Meetings: 34

Part 2: General Library Principles & Practice
No. of Meetings: 15

Part 3: Children's Libraries—including school libraries
No. of Meetings: 8

Part 4: Practical Work & Visits to Libraries
Time: April 11, 12, 17, 18, 19, 20, 1979
(9 a.m.-12 noon; 2-5 p.m.)
May 5, 19, 1979 (2.30-5.30 p.m.)

The course is planned in co-operation with the Hong Kong Library Association and the Department of Extra-Mural Studies of the Chinese University of Hong Kong and is designed to provide a non-professional training for Library Assistants and those working in children's libraries. It is basically the same as the course (conducted in Chinese) offered by the Department of Extra-Mural Studies of the Chinese University of Hong Kong and students of both courses sit the same examination.

Minimum Entry Qualifications: Five subjects, including English, at Grade E or above in the Hong Kong Certificate of Education.

Enrolment is limited to 30 persons. Priority will be given to those working in libraries. Those who are able to enclose a letter from their employers are advised to do so.

Applicants must enclose photostat copies of the appropriate certificates along with their application forms.

Closing date for applications: September 10, 1978.

An examination will be conducted at the end of the course. Candidates should have attended not less than 75% of the lectures. Practical work and visits are compulsory.

Date of Examination: June 23, 1979.

If successful, candidates will be awarded a certificate issued jointly by the Hong Kong Library Association and the Departments of Extra-Mural Studies of Hong Kong University and the Chinese University of Hong Kong.

Applicants are advised not to take any other public examination in the same year.

213. 高級分類學 (Advanced Classification)

主講人：簡麗冰博士；陳慶蓮女士；李直方先生；
王學穎先生；陳慧燕女士。

講授語言：粵語（輔以英語）。

地點：香港大學鈕魯詩樓 721 室及沙田中文大學圖書館。

時間：一九七八年十一月十五日起每星期三下午六時十五分至七時四十五分在香港大學上課（共十五講）；一九七九年二月十七日起隔星期六下午二時至五時在沙田中文大學圖書館實習（共三次）。

學費：一百元（包括約值六十元英文課本一本）。

本課程目的在講述美國國會圖書館分類法 (Library of Congress Classification) 之理解及運用，理論與實習並重；杜威分類法之深入研究；中西重要分類法簡介。申請入學者須修畢圖書館助理員文憑課程，或具有適當之學歷及圖書館經驗，並須有良好之英文閱讀能力。

截止報名日期：一九七八年九月五日。

Mathematics

Staff Tutor : Mrs. Priscilla Tso, Telephone 5-468161 Ext. 303

214. An Introduction to Calculus. C. B. Spencer, B.Sc., Ph.D. (Liv.).
Wednesdays, 6.15-7.45 p.m., starting October 4, 1978. Room 743, Knowles Building, University of Hong Kong. 12 meetings. **Fee: \$80**

Almost everybody knows that the area of a circle is πr^2 , but what precisely does this mean? What is the meaning of speed if the distance travelled is not proportional to time? Without a knowledge of calculus these quite natural questions are not easy to answer and yet many elementary mathematics courses omit this topic.

This course aims to fill this gap and to provide a fairly comprehensive working knowledge in calculus up to A-level standard. It is hoped the course will be helpful to both those involved with the teaching of calculus in schools and to beginners wishing to find out what it is all about.

Syllabus : Limits, rates of change; differentiation; kinematics; product, quotient and function of a function rules; definite and indefinite integrals; fundamental theorem of calculus; application to areas and volumes; implicit differentiation; logarithmic and exponential functions; logarithmic differentiation; rates of reaction; trigonometric functions; methods of integration.

216. Teaching of Mathematics & Methods of Evaluation. Wong Woon-cheung, B.A. (Lond.), A.I.E. (Lond.), M.A. (Ed.) (C.U.H.K.).
Mondays, 7.00-9.00 p.m., starting October 16, 1978. Room 201, University Main Building. 8 meetings. **Fee: \$70**

This course will be concerned with basic evaluation principles and current trends in mathematics teaching. It will include discussion on mathematics curriculum development, methods of teaching, practical techniques of evaluation, test construction and analysis of test results. Reference will be made to the evaluation of objectives in the C.D.C. provisional syllabus for mathematics.

Closing date for applications : October 6, 1978.

Fee Refund: *Teachers of Mathematics in Secondary schools may apply for a fee refund from the Director of Education as soon as they receive a letter of acceptance from the Department of Extra-Mural Studies. This applies to all teachers whether in Government, aided or private schools.*

217. **New approaches to the teaching of Mathematics in Forms 4 & 5.** S. B. Teng, B.A., Cert.Ed., (H.K.), L. S. Ko, M.A., Cert. Ed., (H.K.), and K. C. Ng, B.Sc., Cert.Ed., (H.K.), Dip.Ed. Guidance (Manc.). *Wednesdays, 6.15-7.45 p.m., starting September 27, 1978. Room 722, Knowles Building, University of Hong Kong. 24 meetings.* **Fee: \$150**

A new syllabus in mathematics for Forms 4 and 5 will be introduced into the secondary school curriculum in 1978. It is the sequel of the common-core mathematics curriculum now being followed by many schools. This course is designed to help non-specialist teachers of mathematics who are called upon to teach this syllabus.

Besides providing teachers with an insight into the philosophy guiding the design of this syllabus, the course will also deal with the content, principles and methods of teaching the subject. Emphasis will be on numerical methods, statistics, history of mathematics, recreational mathematics and the use of electronic calculators in the classroom. Simple experiments, suitable for students, will also be demonstrated.

Closing date for applications: September 20, 1978.

Fee Refund: Teachers of Mathematics in Secondary Schools may apply for a fee refund from the Director of Education as soon as they receive a letter of acceptance from the Department of Extra-Mural Studies. This applies to all teachers whether in Government, aided or private schools.

218. 小學數學教學

(The Teaching of Mathematics in Primary School)

主講人：畢堅先生；馮源先生。

講授語言：粵語。

地點：香港大學校外課程都市區中心二十一室。（千諾道中一百一十一號永安大廈八樓）。

時間：一九七八年九月廿八日起每星期四下午七時十五分至九時十五分。（共十二講）。

學費：八十元。

本課程旨在對小學數學作較深入之研討，講題包括本港數學課程之演變，分數及小數之教學，統計圖之教學，應用題之教學，測驗與考試等。參加者宜為現職小學教師。

截止報名日期：一九七八年九月十六日。

申請教署付還學費手續：凡政府，補助或私立學校之小學教師進修以上課程而欲教育司署支付學費，可於接獲本部取錄函件後，向教育司署申請。

Music

Staff Tutor: Owen H. H. Wong, Telephone 5-468161 Ext. 309

219. 曲式與樂曲 (Musical Form and Analysis)

主講人：劉靖之先生，B.A. (Hons.) London,
F.I.L., F.R.S.A., L.R.S.M., L.T.S.C., A.Mus.T.C.L.

講授語言：粵語（輔以英語）。

地點：香港般含道六十七號聖保羅男書院音樂室。

時間：一九七八年十月二日起每星期一下午六時十五分至七時四十五分。（共十二講）。

學費：七十元。

《曲式學》亦稱《曲體學》、《樂式學》或《音樂形式學》。這是一門研究樂曲形式的學科，故簡稱之為《曲式學》。

有人會謂「建築是凝固了的音樂」。反之「凝固了的音樂是建築」亦可。由此可見，音樂作品俱備建築結構，而這種建築結構便是樂曲之形式。

各種樂曲的形式是經過作曲家長期的摸索、嘗試、辯證、發展而取得的成果。《曲式學》既是藝術，亦是科學。藝術與科學都不是死板的，一成不變的，亦不應對作曲家有所限制，否則就變成捨本求末，倒因為果了。從音樂史發展的歷史來看，樂曲形式的演變是整個音樂史發展的一個組成部份，是應作曲家抒發感情之需要而形成，建立各種體裁：因此，我們有貝多芬的奏鳴曲，亦有舒伯特的奏鳴曲，各有各的風格和結構。

《曲式學》屬音樂美學範疇，亦是音樂欣賞之必修科目——對初入門的人這是一門簡單的音樂常識；對有修養的人這是一門既抽象又真實的學問。

講授時輔以圖片，唱片。

**220. 樂曲創作
(Practice of Composition)**

主講人：陳健華先生。

講授語言：粵語（輔以英語）。

地點：香港般含道六十七號聖保羅男書院音樂室。

時間：一九七八年十月二日起每星期一下午八時至九時。（共十二講）。

學費：五十五元。

本課程將講授及分析各種不同類型的基本作曲技巧，包括樂句、樂段、副題、過渡、尾聲、發展部等不同性質的音樂的處理方法。有創作能力的學員並可創作樂段，三段體，變奏曲，迴旋曲及奏鳴曲等形式的樂曲。

通過這課程，學員們不但可深入了解作曲家組織音樂的方法，也可在客觀評論作品方面建立起一個比較堅實的基礎。

**221. 中國音樂概論
(A General Survey of Chinese Music)**

主講人：吳大江先生（香港中樂團音樂總監）。
林萃青先生。

講授語言：粵語。

地點：香港般含道六十七號聖保羅男書院音樂室。

時間：一九七八年十月五日起每星期四下午六時十五分至七時四十五分。（共十二講）。

學費：六十五元。

本課程以深入淺出之方式，將中國歷代之音樂作連貫而有系統的研究。範圍包括音律，樂器，劇、曲的流變，近代常用樂器示範及欣賞，並涉及中國鄰近文化在音樂方面的相互影響。

222. 西洋歌劇導論
(Introduction to Western Opera)

主講人：周文珊女士，
B.A., L.R.S.M., Dip. Luisa D'annuzio Conservatory (Italy)

講授語言：粵語（輔以英語）。

地點：香港般含道六十七號聖保羅男書院音樂室。

時間：一九七八年十月六日起每星期五下午六時十分至七時四十分。（共十二講）。

學費：七十五元。

歌劇為一種多姿多采的綜合藝術，其中包括：管絃樂，聲樂，獨唱，重唱，合唱等，也是文學，戲劇，音樂，舞蹈的高度藝術結晶。

本課程將作有系統的介紹西洋歌劇，由一六〇〇年意大利在翁冷翠創始歌劇，以至二十世紀的現代歌劇，研討每一時期，各重要歌劇作家的作品風格，並以唱片錄音帶介紹歌劇故事，使不懂意，德，法等外國語文的音樂愛好者，亦能完全領會到歌劇美好的境界。

本課程限收三十人。

223. 絃樂器的認識與欣賞
(String Instruments)

主講人：譚全先生，Higher Dip. (Vienna Conservatory)

講授語言：粵語（輔以英語）。

地點：香港般含道六十七號聖保羅男書院音樂室。

時間：一九七八年十月五日起每星期四下午七時五十分至九時廿分。（共十二講）。

學費：七十五元。

絃樂器像一個大家庭，包括低音大提琴，大提琴，中提琴，小提琴等。她在所有的西洋管絃樂器中佔極重要的位置，她既能單獨演奏，亦能通過各種形式組織一個絃樂隊，室內樂團，同時與木管樂器，銅管樂器，彈撥樂器，打擊樂器等可以組成一個交響樂團。絃樂器是最接近人聲的樂器，歌唱性是所有絃樂器的特點，她最容易使欣賞的人發生共鳴。所有巴洛克時期的作曲家，以及古典、浪漫、近代、現代派的作曲大師都為各種絃樂器寫下偉大的作品，流傳至今，這些都是人類文化的寶藏。

此講座的範圍包括理論、欣賞、示範、實習與研討，適合愛好音樂的人仕，俾能通過各種形式的學習，從而對絃樂器有較深刻的認識。

224. 聲樂初階
(Introduction to Vocal Singing)

主講人：潘志清女士，L.T.S.C. (Hons.)

講授語言：粵語（輔以英語）。

地點：香港般含道六十七號聖保羅男書院音樂室。

時間：一九七八年十月四日起每星期三下午六時至七時三十分。
(共十講)。

學費：七十五元。

名額：二十名。

聲樂的訓練，着重呼吸的控制，發聲的方法，發音的練習，咬字的準確，節奏的配合，至於聲樂的修養，中西歌曲的處理，亦在講授範圍之內，學員將會有被個別指導的機會，講授時亦輔以唱片及錄音帶。

本課程適合音樂愛好者與音樂教師進修，為他們提供聲樂上的基本訓練，知識與技巧，參加者最宜先具基本的音樂知識。

225. 中級聲樂
(Vocal Singing: Intermediate Level)

主講人：潘志清女士，L.T.S.C. (Hons.)

講授語言：粵語（輔以英語）。

地點：香港般含道六十七號聖保羅男書院音樂室。

時間：一九七八年十月四日起每星期三下午七時四十五分至九時十五分。（共十講）。

學費：八十五元。

名額：十六人。

講授範圍將包括基本音樂發聲法，樂曲介紹，歌曲處理，演唱風格及吐辭等，講授時將輔以唱片及錄音帶。

本課程適合音樂愛好者與音樂教師進修，為他們提供聲樂上的基本訓練，知識與技巧。曾選修本年春季之聲樂初階者可獲優先取錄機會。

226. 合唱指揮及兒童合唱之訓練
(Choral Conducting and Voice Training)

主講人：莫錫珊女士, F.T.C.L., A.R.C.M.

講授語言：粵語。

地點：香港般含道六十七號聖保羅男書院音樂室。

時間：一九七八年十月六日起每星期五下午七時四十五分至九時十五分。（共八講）。

學費：五十五元。

名額：三十名。

講授內容包括：（一）基本指揮法。

（二）合唱團之組織及聲部之分配。

（三）合唱歌曲處理及童聲之訓練。

所選教材有齊唱、輪唱、混成曲（二部及三部之 *Quodlibet*）等。除通過示範及討論形式教授外，各學員均有機會個別練習。參加者應具有起碼讀譜能力。

227. 西方民間舞（一）
(European National Dances: Part I)

主講人：鄧孟妮女士, Dip.R.B.S., A.I.Chor., A.I.S.T.D.

講授語言：粵語為主（輔以英語）。

地點：九龍佐敦道十號，耀榮閣一樓香港芭蕾舞蹈學校。

時間：一九七八年九月二十八日起每星期四下午六時四十五分至八時十五分。（共二十講，計三十小時）。

學費：一百八十元。

名額：二十人。（在職教師優先取錄）。

民間舞是一種深受歡迎的活動形式，基本技巧容易掌握，又充滿群體氣氛，不同的舞蹈形式，音樂結構，更代表了各地民族獨特的風俗習慣，歷史文化。

本課程訓練民間舞的常用基本步法，教授歐洲各國的代表性舞蹈（單人舞、雙人舞、群舞）並輔以幻燈，圖片介紹各地舞蹈的起源和音樂地理，歷史等有關背景。

本課程連續兩期，凡完成課程，上課次數超過四份三及成績優異者，除可申請本部發給之聽講證書外並可參加英國皇家舞蹈教師學會 (Imperial Society of Teachers of Dancing) 每年在港主辦的專業文憑考試。

228. 西方民間舞 (二)

(European National Dances: Part II)

主講人：鄧孟妮女士，Dip.R.B.S., A.I.Chor., A.I.S.T.D.

講授語言：粵語為主（輔以英語）。

地點：九龍佐敦道十號，耀棠閣一樓香港芭蕾舞蹈學校。

時間：一九七八年十月二日起每星期一下午六時半至八時。
(共二十講，計三十小時)。

學費：二百元。

名額：二十人。

本課程是西方民間舞（一）的延續，特為曾選修第一期之學生而設，形式相仿，惟內容較為深入，上課次數超過四份三及成績優異者，除可申請本部發給之聽講證書外並可參加英國皇家舞蹈教師學會 (Imperial Society of Teachers of Dancing) 每年在港主辦的專業文憑考試。

229. Creative Dance (Part II). Miss Winnie Ho Woon-yin, Cert.P.E. (Coventry), Dip.P.E. (Leeds). *Wednesdays, 6.00-8.00 p.m., starting September 27, 1978. Gymnasium, Grantham College of Education, Gascoigne Road, Kowloon. 20 meetings.*

Fee: \$265

To equip teachers of dance with sufficient knowledge and technical skill to teach dance in schools and clubs, material will be presented in the form of creative problems, in graded progressions, for solution by individuals or groups. Practical guidance will be offered to teachers and students of dance on lesson presentation, organization of syllabus, and choreography.

The relation between music, movement and creative dance will be discussed first. Special attention will then be given to planning the lesson, describing in detail the progressive use of different themes and stimuli and stressing their value in developing a child's creative awareness and movement vocabulary. A detailed series of specimen lessons, designed to provide a frame work for teachers to build up and adapt to the needs of their own classes, will be given. The selection of music and poetry to accompany or stimulate dancing will also be discussed.

Enrolment is limited to 15 students. Preference will be given to those teaching dance in schools or clubs and those who have finished Part I of this course.

Oriental Languages

Staff Tutor : Owen H. H. Wong, Telephone 5-468161 Ext. 309

The Oriental Language programme is taught in English, Mandarin and Cantonese as described. A good standard in the appropriate medium is essential to gain full benefit from the course.

Cassette tapes relating to the Mandarin, Cantonese, Japanese, and Putonghua courses are available for a small fee so that participants may practise by themselves after each lecture. These tapes can be obtained from the Department by those who enrol.

MANDARIN

230. Introductory Mandarin. Tyrone S. C. Wang, B.A. (Yen-Ching), formerly Language Tutor, University of Hong Kong. *Tuesdays and Fridays, 6.15-7.30 p.m., starting September 26, 1978. Room 248, Knowles Building, University of Hong Kong. 40 meetings.* **Fee: \$275**

The main emphasis of this course will be on spoken Mandarin and ample opportunity will be given for practising pronunciation and short sentence construction orally.

*Textbook : Gardner Tewksbury, *Speak Chinese*, Revised Edition (Available at Hong Kong Book Centre, and Swindon Book Company).*

231. Intermediate Mandarin & Character Learning. Tyrone S. C. Wang, B.A. (Yen-Ching), formerly Language Tutor, University of Hong Kong. *Tuesdays and Fridays, 7.40-8.40 p.m., starting October 3, 1978. Room 248, Knowles Building, University of Hong Kong. 30 meetings.* **Fee: \$275**

This course is intended for students who have completed Introductory Mandarin or who can prove that they have done a reasonable amount of Mandarin in the past. Some idiomatic expressions will be introduced and students will be taught to read simple passages.

The study of Chinese characters through Mandarin will include etymology, vocabulary, and classical reference of idioms. Special effort will be made to give students practice in writing characters and in finding characters in Chinese dictionaries.

Enrolment limited to 12 persons.

*Textbook : Fred Fang-yu Wang, *Chinese Dialogues* (together with Character Text) (Available at Hong Kong Book Centre and Swindon Book Company).*

232. **Higher Mandarin & Character Learning.** Tyrone S. C. Wang, B.A. (Yen-Ching), formerly Language Tutor, University of Hong Kong. *Wednesdays, 7.40-8.40 p.m., starting October 4, 1978. Room 228, Knowles Building, University of Hong Kong. 30 meetings.* **Fee: \$275**

Participation is limited to students who have completed Intermediate Mandarin & Character Learning, or who can prove that they have had an equivalent level of training in the past.

More advanced oral practice; Chinese idioms; sentence structure and character learning are emphasized, with the aim that students can achieve a reasonable level of proficiency in the Chinese language after completing the course.

Enrolment limited to 10 persons.

Textbook: Richard I. Chang, *Read Chinese*, Book III (Yale University Press). (Available at Hong Kong Book Centre and Swindon Book Company).

普通話（國語） (Putonghua)

「大家來學普通話」課程，已有近千學員參加，據初步的調查與統計，香港人仕對普通話的學習，興趣日益濃厚，有進一步提倡的需要，故本部將陸續擴充普通話班，並由本部兼任導師重編各類教材，以適應目前香港的需要，使普通話的教學，更趨系統化，更易為各界人仕接受。

基本普通話（國語） (Basic Putonghua)

整個課程共四十五小時，為期半年。內容有國語注音符號（包括注音字母及中國現行標準拼音法），國、粵語發音，語法和詞句的差異，國語會話和文章選讀等。

教材由本部免費供應。

233. 基本普通話（國語） (Basic Putonghua)

主講人：黎萍女士。

講授語言：普通話。

地點：香港大學校外課程部市區中心十八號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年九月二十五日起每星期一下午七時卅五分至十時。（共十九講，計四十六小時）。

學費：一百七十五元。。

名額：限收二十七人。

234. 基本普通話（國語）
(Basic Putonghua)

主講人：支宇濤先生。

講授語言：普通話。

地點：香港大學校外課程部市區中心十八號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年九月廿八日起每星期四下午七時三十分至十時。（共十八講，計四十五小時）。

學費：一百六十元。

235. 基本普通話（國語）
(Basic Putonghua)

主講人：支宇濤先生。

講授語言：普通話。

地點：九龍尖沙咀柯士甸道一百六十二號聖瑪利書院三十三號課室。（人口處在金巴利道與柯士甸道交界處）。

時間：一九七八年九月廿七日起每星期三下午六時半至九時。（共十八講，計四十五小時）。

學費：一百六十元。

236. 基本普通話（國語）
(Basic Putonghua)

主講人：錢武宗儒女士。

講授語言：普通話。

地點：香港大學校本部一百四十二室。

時間：一九七八年十月六日起每星期五下午六時十五分至八時十五分。（共十八講，計四十五小時）。

學費：一百六十元。

名額：限收二十五人。

237. 基本普通話（國語）（小組學習）
(Basic Putonghua)

主講人：張丹女士。

講授語言：普通話。

地點：香港大學校外課程部市區中心廿四號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月四日起每星期三下午七時三十分至十時正。（共十八講，計四十五小時）。

學費：二百元。

名額：限收二十人。

中級普通話（國語） (Intermediate Putonghua)

整個課程共四十三小時，為期半年，內容有發音，聲調與語法的複習，特重高低聲調的調號，調值與類別，及四音節的變化，並輔以高深的會話與各類文章的選讀，以期學員於結業後，能充分運用標準而流利的普通話，每班限收二十五人，凡參加本部開辦之普通話課程，將獲優先取錄機會，又學員上課超過四份之三，而結業考試及格者，將獲本部頒發之中級普通話合格證明書。

教材由本部免費供應。

238. 中級普通話（國語） (Intermediate Putonghua)

主講人：黎萍女士。

講授語言：普通話。

地點：香港大學校外課程部市區中心廿四號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月六日起每星期五下午七時四十分至十時。
(共十八講，計四十二小時)。

學費：一百八十五元。

名額：限收二十人。

239 中級普通話（國語） (Intermediate Putonghua)

主講人：張丹女士。

講授語言：普通話。

地點：香港大學鈕魯詩樓二百三十一室。

時間：一九七八年十月三日起每星期二下午六時二十分至八時三十分。
(共二十講，計四十三小時)。

學費：一百五十元（包括考試費十元）。

名額：限收二十五人。

高級普通話 (Advanced Putonghua)

以文章選讀、會話、拼讀拼音文章為主，並掌握按詞連寫拼音文章。同時加入較高深的語助詞、感嘆詞、同字異音、同音異調同音字、歇後語、及部分北京地方話語彙的講授。學員結業考試合格，可獲高級普通話合格證明書。

240. 高級普通話 (Advanced Putonghua)

主講人：張丹女士。

講授語言：普通話。

地點：香港大學鈕魯詩樓二百三十一號室。

時間：一九七八年十月六日起每星期五下午六時二十分至八時半。（共二十講）。

學費：一百五十元（包括考試費十元）。

名額：限收二十二人。

普通話深造班 (Advanced Putonghua II: Phonology & Teaching Methodology)

必在高級普通話班結業考試合格的基礎上始能就讀該班。講授音韻學基礎知識，普通話教學方法，高深會話。學員有機會學習課堂講授技巧及進行錄音練習。學員結業考試及格，可獲深造普通話合格證明書。

241. 普通話深造班 (Advanced Putonghua II: Phonology & Teaching Methodology)

主講人：張丹女士。

講授語言：普通話。

地點：香港大學鈕魯詩樓二百二十八號室。

時間：一九七八年十月九日起每星期一下午六時半至八時。
(共二十講，計三十小時)。

學費：一百七十五元（包括考試費十元）。

名額：限收十六人。

CANTONESE

Cantonese I

The main emphasis of this course will be on basic grammar in spoken Cantonese and ample opportunity will be given for practising pronunciation and short sentence construction orally.

Textbook: Lung Sing, *Basic Cantonese in One Hundred Hours* (Available at Hong Kong Book Centre & Swindon Book Company).

242. Cantonese I. C. Y. Ma, B.A. (Sun Yat-sen), formerly Language Tutor, University of Hong Kong. *Mondays and Thursdays, 2.00-3.30 p.m., starting October 2, 1978. Room 15, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong.* 33 meetings. **Fee: \$275**

243. Cantonese I. C. S. Hung, B.A. (Chinan), Language Instructor, University of Hong Kong. *Mondays and Thursdays, 6.15-7.30 p.m., starting September 25, 1978. Room 231, Knowles Building, University of Hong Kong.* 40 meetings. **Fee: \$275**

244. Cantonese I for Executives. L. T. Tan, B.A. (Nat. Chi-nan), Language Instructor, University of Hong Kong. *Tuesdays and Fridays 6.00-7.15 p.m., starting September 26, 1978. Room 24, Extra-Mural Town Centre, 8th Floor, Wing On Centre, 111 Connaught Road Central, Hong Kong.* 40 meetings. **Fee: \$385**

For small group instruction, enrolment is limited to 15.

245. Cantonese I. K. K. Chan, B.A. (C.U.H.K.), formerly Language Tutor, Yale-in-China Chinese Language Centre. *Mondays and Thursdays, 6.10-7.25 p.m., starting September 25, 1978. Room 33, St. Mary's Canossian College, 162 Austin Road, Kowloon (Entrance at the junction of Kimberley Road and Austin Avenue, parking space available).* 40 meetings. **Fee: \$275**

Enrolment is limited to 20.

Cantonese II

This course, intended for students who have completed Cantonese I or who can prove that they have had equivalent training in Cantonese, will concentrate on oral expressions and idioms.

Enrolment is limited to 15.

Textbook: Lung Sing, *Basic Cantonese in One Hundred Hours.*

246. Cantonese II for Executives. L. T. Tan, B.A. (Nat. Chi-nan), Language Instructor, University of Hong Kong. *Wednesdays, 5.50-7.20 p.m., starting October 4, 1978. Room 24, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong.* 20 meetings.

Fee: \$370

For small group instruction, enrolment is limited to 8.

247. Cantonese II. K. K. Chan, B.A. (C.U.H.K.), formerly Language Tutor, Yale-in-China Chinese Language Centre. *Tuesdays, 7.30-9.00 p.m., starting October 3, 1978. Room 24, St. Mary's Canossian College, 162 Austin Road, Kowloon (Entrance at the junction of Kimberley Road and Austin Avenue, parking space available).* 20 meetings.

Fee: \$265

248. Cantonese II. C. Y. Ma, B.A. (Sun Yat-sen), formerly Language Tutor, University of Hong Kong. *Tuesdays and Fridays, 2.20-3.20 p.m., starting October 3, 1978. Room 15, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong.* 30 meetings.

Fee: \$265

249. Cantonese II. C. S. Hung, B.A. (Chinan), Language Instructor, University of Hong Kong. *Mondays and Thursdays, 7.40-8.40 p.m., starting October 2, 1978. Room 231, Knowles Building, University of Hong Kong.* 30 meetings.

Fee: \$265

For those students who have completed Cantonese II, an extension course can be arranged on request so as to enable them to sit for the Elementary Examination in Cantonese held by the General Chamber of Commerce four times a year.

Cantonese III

Students who have attended Cantonese I and II will find this course extremely useful. The syllabus covers more grammar, useful colloquial expressions, idioms and proverbs in daily use. Students who are doing Cantonese II or who can prove that they have done sufficient Cantonese elsewhere are also welcome.

Enrolment is limited to 12.

Textbook: Parker Po-fei Huang and Gerard P. Kok, *Speak Cantonese*, Book II (Yale University Press).

250. Cantonese III. C. S. Hung, B.A. (Chinan), Language Instructor, University of Hong Kong. *Wednesdays, 6.15-7.30 p.m., starting October 4, 1978. Room 228, Knowles Building, University of Hong Kong.* 20 meetings.

Fee: \$260

Chinese Characters

The study of Characters through Cantonese will include etymology of characters, vocabulary, and classical reference of idioms. Special effort will be made to give students practice in writing characters and in finding characters in Chinese dictionaries.

Priority will be given to students who have completed Cantonese I and II, but those who are doing Cantonese II or who can prove that they have adequate knowledge of Cantonese are also welcome to join.

Textbook : John de Francis, *Character Text for Beginning Chinese* (Yale University Press).

251. Chinese Characters I. Francis Sham, B.A. (Sun Yat-sen). *Wednesdays, 6.15-7.30 p.m., starting October 4, 1978. Room 248, Knowles Building, University of Hong Kong. 20 meetings.* Fee: \$225

Enrolment is limited to 12.

252. Chinese Characters I. C. Y. Ma, B.A. (Sun Yat-sen), Language Tutor, University of Hong Kong. *Wednesdays, 2.00-3.30 p.m., starting October 4, 1978. Room 15, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong. 17 meetings.* Fee: \$225

Enrolment is limited to 12.

253. Chinese Characters II. Francis Sham, B.A. (Sun Yat-sen). *Wednesdays, 7.40-8.40 p.m., starting October 4, 1978. Room 248, Knowles Building, University of Hong Kong. 20 meetings.* Fee: \$265

Enrolment is limited to 8.

Apart from giving the analysis of character structure, order of strokes and etymology, the course will focus on pronunciation, comprehension, usage of characters, compounds and idioms. Students will be provided with adequate practice in reading and writing characters.

Textbook : John de Francis, *Character Text for Beginning Chinese* (Yale University Press).

JAPANESE

日語文憑班 (Certificate Course in Japanese)

宗旨：本課程的開設是完全適應香港環境之所需，提供一項有系統性而分階段的日語訓練，給予一般從事工商、文教等各業人仕一種進修日本語文的機會，以提高他們的工作條件及通過日語的學習，進而加深了解另一種文化。

課程概括：本課程共分初級班、中級班、高級班等三階段，每階段為期半年。初級班着重日語的發音，中日語法的比較，「假名」基本文法，基本常用語句及商業會話等。中級班着重實用日語會話，文法則包括動詞用法及語句結構等等，以期學員於修業期滿後，能應付各種場合之日語交談及閱讀日文報刊。高級班着重較高程度之語言運用，文字寫作及閱讀，較細深文句之分析，以期學員能充份操縱此種語文。

主講人：初級班由曾經留學日本之華人導師主持，彼等均有多年教授日語經驗，並曾在各大學任教。中級班及高級班由精通中國語文之在職大學日語講師主持，故在學習過程中，學員均不會在聽講時有語言上之困難。

入學及考試：本部只收初級班學生，此等學生將按階段升上中級班及高級班。高級班結業考試合格後，本部將頒發日語文憑。此項文憑之頒發，又需符合下列兩種條件：(一)學員在高級班上課次數超過四份之三；(二)並在學習過程中，充份完成所有習作。

254. 初級日語 (Introductory Japanese)

主講人：林小麗學士。

講授語言：粵語。

地點：香港大學鈕魯詩樓二百四十八號室。

時間：一九七八年九月廿五日起每星期一及星期四下午七時四十分至八時五十五分。(共四十講，計五十小時)。

學費：一百六十元。

(此課程將於一九七九年春季重辦)

255. 初級日語
(Introductory Japanese)

主講人：陸保羅學士。

講授語言：粵語。

地點：香港大學鈕魯詩樓四百一十八號室。

時間：一九七八年九月廿五日起每星期一下午六時三十分至九時。（共二十講，計五十小時。）

學費：一百六十元。
(此課程將於一九七九年春季重辦)

256. 初級日語
(Introductory Japanese)

主講人：黃健雄碩士。

講授語言：粵語。

地點：香港大學校外課程部市區中心十五號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年九月廿五日起每星期一及星期三下午八時至九時半。（共三十三講）。

學費：一百六十元。
(此課程將於一九七九年春季重辦)

257. 初級日語
(Introductory Japanese)

主講人：源璧琪學士。

講授語言：粵語。

地點：香港大學校外課程部市區中心十八號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年九月廿六日起每星期二及星期五下午七時五十分至九時廿分。（共三十三講）。

學費：一百六十元。
(此課程將於一九七九年春季重辦)

258. 初級日語
(Introductory Japanese)

主講人：劉鑑義碩士。

講授語言：粵語。

地點：九龍柯士甸道一百六十二號。聖瑪利嘉諾撒女書院，三十三號課室。（入口處在金巴利道與柯士甸路交界處）。

時間：一九七八年九月廿六日起每星期二及星期五下午六時十五分至七時半。（共四十講）。

學費：一百六十元。

（此課程將於一九七九年春季重辦）

259. 初級日語
(Introductory Japanese)

主講人：譚林通學士（香港大學語言導師）。

講授語言：粵語。

地點：九龍柯士甸道一百六十二號，聖瑪利嘉諾撒女書院，三十三號課室。（入口處在金巴利道與柯士甸路交界處）。

時間：一九七八年九月廿五日起每星期一及星期四下午七時四十五分至九時。（共四十講）。

學費：一百六十元。

（此課程將於一九七九年春季重辦）

260. 初級日語
(Introductory Japanese)

主講人：伍錦源碩士。

講授語言：粵語。

地點：香港鰂魚涌太古城聖約翰男女書院一百〇八號室。

時間：一九七八年九月廿五日起每星期一及星期四下午七時半至九時。（共三十三講）。

學費：一百六十元。

（此課程將於一九七九年春季重辦）

261. 初級日語
(Introductory Japanese)

主講人：陳效贊學士（香港大學語言中心兼任導師）

講授語言：粵語及國語。

地點：香港大學校外課程部市區中心十八號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年九月廿六日起每星期二及星期五上午十時半至十二時。（共三十三講）。

學費：一百六十元。
(此課程將於一九七九年春季重辦)

262. 初級日語（小組學習）
(Introductory Japanese)

主講人：源璧琪學士。

講授語言：粵語。

地點：香港大學校外課程部市區中心廿四號室。（香港干諾道中一百一十一號永安大廈八樓。）

時間：一九七八年九月廿八日起每星期四下午六時十五分至八時四十五分。（共二十講，計五十小時）。

學費：二百一十五元。

名額：二十名。

(此課程將於一九七九年春季重辦)

初級日語班課本：よみかた（日本國際學友會日本語學校編）

263. 中級日語
(Intermediate Japanese)

主講人：劉鑑義碩士。

講授語言：粵語及日語。

地點：九龍柯士甸道一百六十二號，聖瑪利嘉諾撒女書院，三十三號課室。（入口處在金巴利道與柯士甸路交界處）。

時間：一九七八年九月廿六日起每星期二及星期五下午七時四十五分至九時。（共四十講）。

學費：一百七十五元。
(此課程將於一九七九年春季重辦)

264. 中級日語
(Intermediate Japanese)

主講人：陳志誠碩士（香港理工學院講師）。

講授語言：日語及粵語。

地點：香港大學鈕魯詩樓二百四十八號室。

時間：一九七八年九月廿五日起每星期一及星期四下午六時十五分至七時卅分。（共四十講）。

學費：一百七十五元。

（此課程將於一九七九年春季重辦）

265. 中級日語
(Intermediate Japanese)

主講人：伊達政之（前香港中文大學新亞書院日文講師，香港第一日文專科學校校長）。

講授語言：日語及國語。

地點：香港大學鈕魯詩樓四百一十八號室。

時間：一九七八年九月廿六日起每星期二及星期五下午六時十五分至七時三十分。（共四十講）。

學費：一百七十五元。

課本：伊達政之編著：最新實用日語課本（香港第一日文專科學校發行）。

（此課程將於一九七九年春季重辦）

266. 高級日語
(Advanced Japanese)

主講人：伊達政之。

講授語言：日語及國語。

地點：香港大學鈕魯詩樓四百一十八號室。

時間：一九七八年九月廿六日起每星期二及星期五下午七時三十五分至八時卅分。（共四十講）。

學費：一百七十五元。

課本：伊達政之編著：最新實用日語讀本（香港第一日文專科學校發行）另加補充教材。

（此課程將於一九七九年春季重辦）

Chinese Studies

Staff Tutor: Owen H. H. Wong, Telephone 5-468161 Ext. 309

LITERATURE

267. An Introduction to Classical Chinese Novels. Chan Ping-leung, Ph.D. (Ohio State). Tuesdays, 6.00-7.30 p.m., starting September 26, 1978. Room 15, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong. 4 meetings. Fee: \$35

The Romance of the Three Kingdoms, *The Water Margin*, *The Monkey*, and *The Dream of the Red Chamber* are four famous novels in Chinese literature. For centuries they have fascinated millions of readers. This series of lectures will discuss their themes and literary techniques. Information about their authors and the evolution of their stories will also be given. It is hoped that participants can command a further understanding of Chinese culture through such novels, the English translation of which are available in the bookstores.

268. 中國古典小說
(Classical Chinese Fiction)

主講人：陳炳良博士。

講授語言：粵語。

地點：香港大學校外課程部市區中心十五號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月三十一日起每星期二下午六時至七時三十分。（共十講）。

學費：六十五元。

自新文學運動以來，小說在中國的地位日見提高。而小說研究於近年更見蓬勃。本課程除概述中國小說之特色及其發展過程外，更精選變文，傳奇，話本及長篇小說如三國演義，水滸傳，紅樓夢等詳加討論及分析，以說明彼等在文學方面之成就及藝術上之價值。

269. 中西比較文學導論

(Introduction to East-West Comparative Literature)

主講人：黃德偉博士、鍾玲博士、陸潤棠博士、黃維樑博士及鄭樹森博士（課程主持）。

講授語言：粵語。

地點：香港大學校外課程都市區中心十五號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月九日起每星期一下午六時十五分至七時四十五分。（共十講）。

學費：六十五元。

比較文學研究通常涉及起碼兩國以上的文學。比較文學可以研究兩國文學間的相互影響，也可以對兩種沒有相互影響的文學作平衡探討 (Parallel Studies)。同時，比較文學也研究文學與其他藝術（例如繪畫、音樂）或學科（例如社會學、哲學）的關係。

在五四之前，中國文學與西洋文學甚少直接的相互影響，因此中西比較文學的研究素半傾向平衡探討。目前從事中西比較的學者，又不時試用西方的批評理論和方法去重新詮釋中國文學，意圖開拓新的批評領域，並從而反證西方理論的可行性及共通性。

本課程共分十講，除介紹比較文學的一般概念外，並將說明中西比較文學的發展和方法。

270. 論語選講（三）

(The Analects)

主講人：蘇文擢先生（香港中文大學聯合書院講師）。

講授語言：粵語。

地點：香港大會堂九樓演奏廳。

時間：一九七八年九月廿九日起每星期五下午八時至九時。（共十六講）。

學費：六十元。

論語為孔門言行實錄，自古尊為不刊鴻教。蓋自個人治學修身，推而及於教育政理，皆有其廣大精微之啓示。本課程將分期分類選講，訓詁、義理、史例，三者並重，尤注意於生活實踐之啓發。第一期側重於孔門教與學及有關孝弟忠信諸德，本期將選講孔子生平行實與門弟子的學習方法，作言行之互證。

凡未選修第一二輯者亦可報名。

271. 詩聯欣賞與作法

(Appreciation and Composition of Chinese Verse and Couplets)

主講人：陳本先生。

講授語言：粵語。

地點：香港大會堂九樓演奏廳。

時間：一九七八年九月二十九日起每星期五下午七時至八時。
(共十六講)。

學費：六十五元。

本課程共十六講，內分兩部門：(甲)對聯一聯語為我國民間通俗文學，亦為辭章學入門初步。選講歷代名聯，以資欣賞，並詳述各體聯語作法，以資隅反，並加習作，以臻實用之效。(乙)詩歌一詩為抒寫性靈之具，可以涵養心志，啟發人之善心。選講唐宋詩家之名作，擇其文成法立，言情寫景，易知易仿者，詳為解釋，並注重錄字、造句、屬對押韻等，舉例為證，俾易得徑知門，藉增學者興趣。

272. 唐詩通論（三）

(T'ang Poetry)

主講人：潘小磐先生。

講授語言：粵語。

地點：香港大學校外課程部市區中心十八號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月二日起每星期一下午六時至七時卅分。
(共十五講)。

學費：八十五元。

唐詩之發展，通常分為初唐、盛唐、中唐及晚唐四期。初盛之際，四傑沈宋開其端，王孟高岑嗣其響，含章奮藻，突過齊梁。至李杜二賢，更如中天日月，大發光芒，綱舉目張，規模大備，五言之外，兼及七言，今體固精，古體亦雋。由是風氣所播，範疇愈拓，堂廡愈雄，中晚之間，名家尤為輩出，如大曆十才子，如韓愈，孟郊，如白居易，元稹，劉禹錫，如劉長卿，韋應物等，均為中唐詩壇上之表表者，華采紛綸，勝場各擅，上承李杜高岑，下開溫李小杜，但見蟬錦之聯，絕無蜂腰之誚。本期將介紹中唐各家，並緣作者之多，範疇之廣，特由十二講增為十五講。

273. 中國古典文學之欣賞及習作
(Chinese Classics: Appreciation & Essay Writing)

主講人：袁效良先生（香港電台教育文化節目主講人）。

講授語言：粵語。

地點：香港大會堂八樓南會議室。

時間：一九七八年九月二十五日起每星期一下午八時至九時。
(共十講)。

學費：三十五元。

文無所謂古今也，得其當而已，今人對中國古典文學名篇，首應經過欣賞與理解，進而研究取材之方法，末則參考其精警文辭，而作適當之運用，寫成一篇淺易之文言文。

古典文學深具中國語文之價值。本課程以深入淺出之方法解釋原文，說出其精要之所在，並摘錄辭章，作為寫作之舉例，此習作之意義也。

現代文學以語體文為主，惟寫作語體文則應以文言文為範本，若能精讀古文名篇，獲得良好之寫作基礎，既可寫作流暢之語體文，亦可寫成一篇淺易之文言文。此誠一舉兩得之法。

274. 中國話劇的發展和製作
(The Development and Production of Chinese Drama)

主講人：袁立勑碩士（香港話劇團高級助理經理）。

講授語言：粵語（輔以英語）。

地點：香港大會堂八樓南會議室。

時間：一九七八年九月廿八日起每星期四下午七時至九時。
(共八講，計十六小時)。

學費：六十五元。

從事話劇工作，不能只顧排戲和演出，更應該對話劇歷史、理論與前人的製作經驗有一定認識；分析過去，才能夠開拓將來。

本課程將由中國傳統戲曲與話劇的關係談起：戲曲自元代算起，至今已有六百年歷史，傳統悠久，遺產豐富；話劇的形式在辛亥革命後才傳入中國，至今只有七十年，仍未普及。但戲曲以表現古代歷史和生活為主，在反映現代生活題材上，話劇應否取代戲曲？話劇又能否吸取戲曲形式來表達現代內容？課程並且介紹翻譯劇對中國話劇的影響；「五四」以來的文藝論爭；主要的中國劇作家、劇本和導演；國內對史坦尼、布萊希特的研究；話劇在香港的發展等，香港話劇發展應否承襲中國話劇傳統，還是走上外國話劇的道路？

整個課程邊介紹，邊討論，邊圍讀劇本及排演片段，適合戲劇工作者、教師及大專學生進修。

PHILOSOPHY

275. 佛家大乘各宗要義 (Buddhist Philosophy)

主講人：羅時憲先生。

講授語言：粵語。

地點：香港德輔道中中央市場大廈頂樓十號室。

時間：一九七八年十月五日起每星期四下午七時至八時卅分。
(共十二講)。

學費：六十五元。

佛家哲學課程已開辦多年，今期再以另一形式分宗講述現時流行於中國的大乘佛學。包括：(一)印度龍猛系統的空宗，(二)印度世親系統的有宗，(三)中國人所創立的天台宗及華嚴宗，(四)教外別傳的禪宗，(五)著重實修的淨土宗及密宗，(六)上述各宗現時發展的趨勢。

276. 中國哲學 (Chinese Philosophy)

主講人：鄭炯堅碩士。

講授語言：粵語。

地點：香港大會堂八樓南會議室。

時間：一九七八年九月廿五日起每星期一下午七時至八時。
(共十二講)。

學費：四十五元。

中國哲學：精深博大，對社會人生之實效價值，早已引起全球學者所重視。此課程不但適合哲理思想及義理文學之愛好者，且對一般人之生活修養及智慧啟發有助。講解深入淺出，寓高深於趣味，初學可懂。選講範圍：

(一)周易，孔孟荀，老莊，墨子，列子，惠施，公孫龍子，韓非子，呂不韋。

(二)董仲舒，王充，劉劭，劉驥，韓愈，柳宗元。

(三)周張邵，二程，朱熹，陸九淵，王陽明。

(四)王船山，顏習齋，戴震，章實齋。

(五)康有為，梁啟超，陳獨秀，李大釗，魯迅，胡適。

(六)專題：先秦邏輯批判，中哲天命觀，批孔與儒法之爭，雜家與西方折衷主義，先秦諸子比較，玄學，道教，佛學，陰陽五行，中國無神論，中國各期各派思想與中外文化交流。

277. 西洋哲學與中國
(Western Philosophy and China)

主講人：鄭炯堅碩士。

講授語言：粵語。

地點：香港大學校外課程都市區中心十五號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月四日起每星期三下午六時十五分至七時四十五分。（共十講，計十五小時）。

學費：五十五元。

哲學一向被譽為「羣學之首」，「全體大用之學」，「科學之科學」。本課程通過哲學，幫助學員探索宇宙觀，人生觀及其他學術問題（如社政，神學，文學，美術，音樂等）並提供哲理基礎，使所研究之學術更富於深度和價值。並選若干要點作中西比較。

講述上避免一般人視哲學為畏途之枯燥艱僻，而務求深入淺出，人人可學。學理，實用，趣味兼顧。選講範圍：

(一) 哲學之意義價值，神話藝術之哲理，中西美學。

(二) 中西哲學特質比較，中西哲人論「人」。

(三) 泰利士（首位哲人）到蘇格拉底，柏拉圖，亞里士多德。

(四) 中古及近代哲人，康德，謝林，菲希特，黑格爾。

(五) 叔本華，尼采，存在主義。

(六) 理性，經驗，唯物，唯心，實證，功利，進化，實用主義等。

(七) 中國學人（如王國維，嚴復，蔡元培，胡適，陳獨秀，李大釗等）與西方哲學，及中西文化交流。

凡未選修第一輯者，亦可參加，內容每期更新。

ART & CULTURE

The following courses are presented in association with the Fung Ping Shan Museum, University of Hong Kong.

278. 陶藝雜談
(Chinese Ceramics)

主講人：何秉聰先生。

講授語言：粵語。

地點：香港大學校外課程都市區中心十五號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月六日起每星期五下午五時四十五分至六時四十五分。（共十二講）。

學費：五十元。

每次上課由學員提出陶瓷製品，即席共同評述其年代、製法、藝術價值與社會價值等；或用圖片、影片作專題演講，以闡述某一時代之中外陶藝。不論以前是否參加聽講者，皆可加入。

279. 中國陶藝專題講座
(Chinese Ceramics)

主講人：何秉聰先生及其他陶藝專家。

講授語言：粵語。

地點：香港大學校外課程部市區中心十五號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月廿七日起每月一專題演講；共十次左右，時間為星期五下午八時半至十時。

學費：四十五元。

陶藝在中國有數千年歷史，自有其特色與世界地位，陶藝在香港，亦備受重視，本講座的目的，除了聘請專家，講授有關陶藝的專門智識與品評的方法外，並鼓勵聽講者意見的交換，俾陶藝的欣賞，在香港成為一種風氣。

280. 香港粵語電影
(Cantonese Films)

主講人：林年同博士。

講授語言：粵語。

地點：香港大學校外課程部市區中心十五號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月十四日起每星期六下午三時至四時卅分。（共十講）。

學費：六十五元。

電影於一八九六年開始傳入香港，一九三二年香港開始大規模生產影片。一九零九年起至一九六九年止六十年間香港共拍製粵語影片八千多部，最多一年達三百部。它在中國電影事業和世界電影事業的歷史上，無論生產樣式，思想內容，藝術成就各個方面，都有特殊的意義。講授內容將集中討論影片「珠江淚」，「細路祥」，「家家戶戶」，「秋」，「天長地久」，「火窟幽蘭」及下列各項問題：

香港粵語電影的生產方式；

粵語電影創作中的外來因素；及

粵語電影中的婦女形象等；

課程共十講。隨堂放映示範性影片三四部或以上。

281. 應用書法
(Practical Chinese Calligraphy)

主講人：徐達之先生。

講授語言：粵語。

地點：香港大學馮平山博物館三樓。

時間：一九七八年十月七日起每星期六下午四時十五分至五時四十五分。（共十二講）。

學費：八十五元。

名額：二十名。

本課程為適應中文為香港法定語文後，文教工商各界使用中文漸多、研習中文書法者日衆而設，旨在介紹中文書法的用筆、用墨、用紙，以至各種字體的書寫技法與應用範圍。內容包括：（一）中文字體的筆法和結構，（二）毛筆字的技法，（三）鋼筆原子筆寫字技法，（四）正楷（大楷、小楷）臨摹法，（五）行書臨摹法，（六）小楷應用書法，（七）大楷應用書法，（八）行書應用書法，（九）大字招牌書法，（十）歷代名家書法欣賞與創作。

282. 梅蘭竹菊水墨畫
(Plumflowers, Orchids, Bamboo and Chrysanthemum in Chinese Painting)

主講人：徐達之先生。

講授語言：粵語（輔以國語）

地點：香港大學馮平山博物館三樓。

時間：一九七八年十月七日起每星期六下午二時半至四時（共十二講）。

學費：八十五元。

名額：二十名。

本課程特為有志研習中國文人畫梅蘭竹菊（四君子畫）水墨畫技法與練習梅蘭竹菊寫作而設。旨在提高對四君子水墨畫源流演變及各個時代文人畫風格的認識與寫作。講授內容包括：（一）四君子水墨畫的興起與發展（二）四君子水墨畫的特點（三）梅花的風致及寫作技法（四）蘭花的神韻水墨如何表現（五）墨竹與書法的聯貫性（六）胸有成竹與胸無成竹（七）菊何以表現能傲霜而隱逸（八）菊花技法與百花技法的貫通性（九）四君子畫與風晴雨露（雪）的感染性，（十）四君子畫用筆墨水的特殊性（十一）欣賞歷代名作與創作的啟發性。

283. 中國花鳥畫
(Birds and Flowers in Chinese Painting)

主講人：徐達之先生。

講授語言：粵語（輔以國語）。

地點：香港鰂魚涌太古城聖約翰男女書院 108 室。

時間：一九七八年十月三日起每星期二下午七時卅分至九時。
(共十二講)。

學費：八十五元。

名額：二十人。

本課程特為有志研習中國花鳥畫技法與練習花鳥寫作者而設，旨在提高對花鳥畫源流演變與各版畫的認識和寫作的興趣。講授內容包括：(一)中國花鳥畫的鈎勒法，沒骨法，法鈎勒點染法。(二)四季花卉，禽鳥的構圖，設色，用筆，用墨，用水的技巧。(三)署款，題句，配合篆隸行草各體書法，整幅畫面的全部法則。(四)即席示範，批改習作。(五)介紹欣賞歷代名家作品。

284. 中國山水畫
(Chinese Landscape Painting)

主講人：李撫虹先生。

講授語言：粵語。

地點：香港大學馮平山博物館三樓。

時間：一九七八年十月十五日起每星期日下午二時卅分至四時。
(共十二講)。

學費：八十五元。

名額：二十名。

山水畫在中國歷史上佔着重要的位置，因其筆墨線條之運用、多樣變化，對於其他繪畫寫作影響甚鉅。

本課講授理論技法兼重，務使學者于山水畫之淵源及其流變，有基本的認識外，在畫法上更作分析與綜合的闡釋。對那：鈎勒，沒骨，皴擦，點苔，水墨處理，渲染，傳彩，和生熟紙絹扇面的使用，與及款識題詠諸端，予以探討；俾能在畫面上的樹木、山石、泉、瀑、雲、烟、風、雨、雪、晴、斜陽、夜月、四時氣候、峰巒、湖海、深淺遠近的變化，人、畜、屋宇、橋樑，舟車的點綴；瞭然于胸，盡量表現。

倘能循序習作，不難啟發學者的興趣，進一步並足以資教學者獲致經驗的幫助。

285. 篆刻藝術
(The Art of Seal Engraving)

主講人：陳秉昌先生（課程主持）。
陳正誠先生。

講授語言：粵語。

地點：香港大學馮平山博物館三樓。

時間：一九七八年十月八日起每星期日下午四時十五分至五時四十五分。（共十四講）。

學費：九十元。

名額：二十五名。

篆刻是我國特有的一種藝術，乃由文字、美術及雕刻三者結合而成，至今數千年來仍有留存之價值。本課程共分十四講，對理論、技術、石之種類等，分別詳為講解，作一整體之介紹，並作示範及放映幻燈片，以增加學者之欣賞力與興趣，使在短期內能多所認識而自作篆刻。

LOCAL HISTORY

286. Social Life and Socialites in Early Hong Kong. Carl T. Smith, B.A. (De Pauw) M.Div. (Union Theological Seminary). *Fridays, 6.10-7.40 p.m., starting October 13, 1978. Room 18, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong. 10 meetings.*

Fee: \$65

The following aspects of social life in early Hong Kong will be considered: its leaders, cliques and ethnic groupings; clubs and organisations; the "season" with its balls, regatta, race meet, musicals and entertainments; visits of Royalty and other distinguished personages; public dinners and celebrations; glimpses of Chinese social activities.

287. Understanding Chinese Customs and Traditions. Mrs. Nana Tsao, M.A., Dip. Ed. (HK). *Wednesdays, 3.00-4.30 p.m., starting September 27, 1978. Room 18, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong. 10 meetings.*

Fee: \$65

This series of lectures is designed for those who wish to learn something of Chinese life and culture, with special reference to Hong Kong. Topics include historical background to understanding Chinese Customs and Traditions; Chinese family and kinship organization; religion; marriage and burial customs; and the festivals celebrated in Hong Kong. The lectures will be illustrated with slides and films.

CERTIFICATE COURSES

288. 法律與公事文件翻譯文憑班

(Certificate Course in Legal and Documentary Translation)

主講人：余丹女士。B.A. (H.K.), 香港大學中文系講師。

徐士文博士。Ph.D.,(Cantab.),F.I.L., 香港大學語文研習所中文組主任。

高漢劍先生。B.A. (H.K.), 香港執業律師。

陳善祥先生（前任香港政府高等法院翻譯主任）。

講授語言：粵語為主。

地點：香港大學校本部二百一十七號室。

時間：一九七八年十月十九日起每星期一及星期四下午六時十五分至七時四十五分。（共五十丘講）。

學費：三百五十元。

名額：三十二人。

課程要旨：由於中文的取得和英文同等的法律地位，香港社會對於翻譯工作的重要應有進一步的認識，而翻譯人材的供不應求，也是不可否認的事實，故本課程的開設，純粹為提供實際的專業訓練。以配合各種政府部門及私人的工商業與法律機構翻譯與行政上的需要。

課程內容：（一）翻譯的原理：包括翻譯的基本理論、標準、原則；漢英語法比較；漢語拼音與規範，英語專名的漢譯；語文、文化及其他有關問題）。

（二）法律文件的翻譯：包括香港法律的概要與特徵；法律文件翻譯與其他文件翻譯之異同；閱讀一般法律文件的方法；一般法律文件名詞的翻譯（包括民事與刑事法律各種名詞的翻譯）；現代及傳統中國法律名詞翻譯的異同；法律文件與名詞翻譯的實習（包括各種契約、規條、陳辭、案件等等）。

（三）公事文件的翻譯：包括公事文件翻譯的技巧；會議程序及會議紀錄，議案等的翻譯；商業信札的翻譯；銀行文件的翻譯；一般演說詞的翻譯；啟事、柬帖、通告、便條及其他報告等的翻譯。

入學手續：截止報名日期為九月卅日，申請人須至少具下列任何一項資格：

（甲）持有認可大學學位，或具有相等之程度。

（乙）大學入學試合格：而其中之英文二科須具有良好成績。

（丙）中英文具有相當修養，而曾在政府部門或其他大機構從事高水平之翻譯工作。

申請者須於申請表格內附學歷及工作經驗之證件副本及詳情。函內另附回郵信封，及二吋半身近照二張。凡由原服務機構推薦者將獲優先考慮機會。

結業文憑：課程結束時，學員於考試合格後，始可領取本部頒發之文憑，而文憑之頒發，又須符合下列二項條件：（一）上課次數超過四份之三，及（二）完成所有課程中的作業。

39. 實用中文文憑班
(Certificate Course in Practical Chinese)

主講人：陳耀南碩士（香港大學中文系講師）。
李壽康博士（前西南聯大中國文學教授）。
梁伯鉅碩士（前任香港政府文牘專員）。

講授語言：粵語。

地點：香港大學校本部二百一十七號室。

時間：一九七八年十月十七日起 每星期二下午六時十五分至八時三十分。（共四十二講，計九十五小時）。

學費：三百五十元。

課程主旨：本課程之重要目的，為配合中文取得與英文同等法律地位以後當前香港社會之實際需要，其內容主要為說明各種應用文之一般原理，並以指陳體要，廣舉範例之形式介紹各種公文信件之寫作方法。

課程內容：（一）應用文體裁與習作：包括應用文之體式、流變及寫作理論、公私函件、商業信札、會議文件、便條、規章、契據、啟事、報告、佈告、通告、題詞、對聯、演說辭、廣告等應用文體之介紹與習作，力避陳腐，以切時用。並有古文應用文選讀、六朝書牘，以及堂上習作。

（二）漢語邏輯學常識。

（三）文字學與修辭學。

（四）政府公文。

入學資格：申請入學者至少應具備下列任何一項資格：

（一）持有大學畢業證書，或具相等於大學畢業之程度。

（二）大學入學試合格，合格科目包括高級程度中文。

（三）對中文有相當修養，或在中文寫作方面有實際經驗。

報名手續：報名者應於申請表格內附本學歷及工作經驗之詳情，二吋半身近照二張，與有關證件副本，另附回郵信封，本部得斟酌情況要求個別申請者參加甄別試驗。截止報名日期為九月卅日。凡由各機關保送前來就讀者，得獲優先考慮。

結業文憑：課程結束後，學員若能符合下列三項條件，則可領得本部頒發之文憑：

（一）畢業考試合格。

（二）上課次數超過四分之三。

（三）完成所有課程中的作業。

See also :

- 51. **Introduction to Chinese Painting.** (Page 13)
- 64. 水墨畫 (第 17 頁)
- 65. 基本書道 (第 18 頁)
- 66. 書道進階 (第 18 頁)
- 78. **Chinese Woodblock Printmaking.** (Page 23)
- 79. **History and Appreciation of Chinese Landscape Painting.** (Page 23)
- 80. **Introduction to Chinese Architecture and Landscape Design.** (Page 23)
- 81. **An Historical View of the Creative Arts in Hong Kong.** (Page 24)
- 82. **Sights and Sounds of Chinese Opera.** (Page 24)
- 144. 中學中國文學科的教學 (第 52 頁)
- 192. **The Ancient Civilisation of China.** (Page 77)
- 193. 中國歷代治亂因果及政制得失 (五)：清代民初 (第 77 頁)
- 221. 中國音樂概論 (第 92 頁)
- 303. **The Governance of China after Mao.** (Page 131)
- 304. 中國共產主義運動的發展 (第 132 頁)

PRIOR ENROLMENT IS ESSENTIAL

Failure to enrol prior to the opening of a particular course may mean the cancellation of that course. Prior enrolment is the only way the Department of Extra-Mural Studies has of judging the response to its courses. Your co-operation is therefore invited in sending your application forms to the Department as soon as possible.

Philosophy & Psychology

Staff Tutor : Miss N. P. Lee, Telephone 5-468161 Ext. 308

290. Christian Thought in a Scientific Age. Michael Collier, M.A. (Cantab.), Dip. Th. (London), Ph.D., C. Eng., M.I.E.R.E., Lecturer in Electronic Engineering, Hong Kong Polytechnic. *Thursdays, 6.40-8.10 p.m., starting October 12, 1978. Room 229, Knowles Building, University of Hong Kong. 10 meetings.*

Fee: \$75

To many people there appears to be a large gap between the important technical, social and political issues of the day and the Christian message. Partly this arises from the scientific revolution of the last century which has fundamentally influenced man's thinking patterns. This course will look at the Christian message in the light of both the present academic scene and cultural attitudes revealed through films and books. Participation is open to all who are interested in exploring the relevance of Christianity to our global village. Subjects to be covered include:-

Please talk Sense: defining and communicating truth;
The Chicken or the Egg: origins;
The Exorcist and the Omen: the supernatural;
The Old Man in the Sky: God and gods;
The Clockwork Man: human freedom and relationships;
Red in Tooth and Claw: the problem of pain;
The Verbal aspect: revelation and reason;
Battle for the Mind: conversion versus manipulation;
The Saints Go Marching On: the Church in the technological world;
The Ultimate Proof: verification.

291. Introduction to Three Living Religions. Mrs. Rajeshwari Ghose, B.A. (Calcutta), M.A. (H.K.); Paul Clasper, Ph.D. (Union Theological Seminary, N.Y.C.), Senior Lecturer in religion, Chinese University of Hong Kong. *Wednesdays, 5.45-7.45 p.m., starting October 25, 1978. Room 16, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong. 12 meetings.* Fee: \$110

Whilst it is impossible to fully cover Hinduism, Buddhism and Christianity in an introductory course, an attempt will be made to highlight their basic beliefs, the social milieu in which they evolved, and their present-day roles. The following topics will be discussed:

Hinduism: the component elements; the place of the Vedas in the Hindu mind; the philosophy of the Upanisads; the theory of Karma and the caste system; rituals, public and private; and the 19th Century Hindu renaissance.

Buddhism: the life and times of the Buddha; the Dharma, the Buddhist Gospel; popular Buddhism in South East Asia; the growth of Mahayana; and Zen in China and Japan.

Christianity: Jesus and Paul, the Easter Faith and the Mission to the Gentiles; Worship, the Catholic Church and Sacraments; some Christian Mystics, including Meister Eckhart, Saint Teresa, Brother Lawrence, and Jacob Boehme; the Reformation and its consequences; and the modern Missionary Movement in Asia.

292. Philosophy of Science. L. Goldstein, Ph.D.(St. Andrews), Lecturer in Philosophy, University of Hong Kong. *Mondays, 6.00-7.30 p.m., starting October 16, 1978. Room 320, University Main Building. 10 meetings.* Fee: \$70

The questions that will be examined in this course lie at the meeting ground between science and philosophy. We shall be concerned with the contribution that philosophy can make to science, and science to philosophy.

The scientist, in attempting to describe and explain events in the physical world, seeks a set of concepts and analogies adequate for this purpose. But what is an explanation? How are concepts related to the world? Do concepts change as new scientific theories emerge? What constitutes a satisfactory analogy? These are all *philosophical* questions.

The philosopher has long been concerned with puzzles about, for example, space, time, motion and freedom of the will. With the emergence of modern science and in particular the development, in this century, of relativity and quantum theories, it has come to be realized that progress towards a solution of these problems may depend heavily on such *scientific* advances.

Although we shall be discussing the interdependency of science and philosophy, no specialist knowledge of either subject will be presupposed. A general background in physics and a willingness to engage in argument would, however, be useful.

293. An Introduction to School Counselling & Guidance. Saturdays 9.00 a.m.-12 noon, (and two 1½-day workshops), starting September 22, 1978. Students Counselling Unit, Pao Siu Loong Health Centre, Main Campus, University of Hong Kong. 17 meetings. Fee: \$400

Tutors: N. W. Briers, Senior Student Counsellor, University of Hong Kong.

Peggy Miu (Mrs.), Student Counsellor, University of Hong Kong.

P. M. Whyte, Dean of Students, University of Hong Kong.

Ada Wong (Miss), Student Counsellor, University of Hong Kong.

Young people today find themselves growing up in a very restless and turbulent age, and are often perplexed by the rapid changes in our society. They also need help in understanding themselves better, in making wise decisions and in planning for their own future. When approached by his students, very often the classroom teacher finds that he lacks the professional training of the counsellor to help his students in any effective or meaningful way. This course is an attempt to provide some insight into the work of counselling for school teachers. It aims at introducing elementary principles and techniques of counselling, which will help teachers to become effective in their contact with students.

There will be a series of lectures, discussion and practical sessions on 15 Saturday mornings. In order to make the best use of these sessions, participants are required to read a recommended text, while video taped materials will be used extensively to examine the application of the major theories in local context. To facilitate maximum assimilation and consolidation of course content, two 1½-day workshops are scheduled to be held in September and December respectively. Participation in the 2 workshops is a must for everyone attending the course, the design of which is for full integration of theory and practice.

Recommended Text: Susan Gilmore, *The Counsellor in Training*.

More information and special application form for this course is available upon request.

Enrolment will be limited to 28.

Fee Refund: Teachers who wish to attend this course may apply for a half fee refund from the Director of Education as soon as they receive a letter of acceptance from the Department of Extra-Mural Studies. This applies to all teachers whether in Government, aided or private schools.

294. Educational Psychology: Teaching in a Bilingual Setting.
Farideh Salili, Ph.D. (Ill.). *Thursdays, 6.15-7.45 p.m., starting September 28, 1978. Room 227, Knowles Building, University of Hong Kong. 12 meetings.*
Fee: \$80

What are the common problems experienced by teachers working in a bilingual setting? This course is designed to familiarise interested people, teachers in particular, with the major theories and approaches to teaching. Focus will be given to specific problems of learning in a bilingual setting. The following topics will be discussed: conceptual and theoretical models of educational psychology; specific approaches to instruction; motivation and achievement; some linguistic effects of bilingualism on the mental processes and learning; and implications of bilingualism on teaching.

Fee Refund: Secondary School teachers may apply to the Director of Education for a refund of 50% of the course fee as soon as they receive a letter of acceptance from the Department of Extra-Mural Studies. This applies to all teachers whether in Government, aided or private schools.

295. The Adolescent. Mrs. Christine Corbett-Jones, B.A. (Syd.). *Thursdays, 6.00-7.30 p.m., starting October 12, 1978. Room 4, Central Market Building, Top Floor, Hong Kong. 10 meetings.*
Fee: \$65

The course will cover the major aspects of what are called "the difficult years", tracing through early childhood and the development of personality. We will be discussing the parents' fears, their own feelings, the child's needs, where troubles begin and how to face problems as they arise. Other topics will include sex, responsibility, how to communicate effectively, how to appreciate your child as a person, and setting goals and limits for activities.

Opportunities will be given to discuss other related topics including areas of cultural differences. Role play will also be used to help parents cope with real life situations.

296. 分析哲學導論
(Introduction to Analytical Philosophy)

主講人：黃展驥先生。

講授語言：粵語。

地點：香港大學校外課程部市區中心十六號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月十二日起每星期四下午六時至七時三十分。（共十二講）。

學費：七十五元。

本課程主要為初學者而設，從現代的邏輯學，謬誤學，語意學等基本方法學問入手，來分析和處理哲學上的若干主要問題。詞語與世界：定義的問題；必然的知識：直覺與知識；經驗的知識：說明與假設；知覺與知識；真理的問題：符合說、融貫說、實用說；定律、因果與自由；生命、心靈與上帝。

297. 邏輯謬誤趣談
(An Appreciation of Logic)

主講人：黃展驥先生。

講授語言：粵語。

地點：香港大學校外課程部市區中心十六號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月十二日起每星期四下午七時四十五分至九時十五分。（共十二講）。

學費：七十五元。

本課程共十二講，每講一小時半。本課程以初學者為對象。從趣味的小故事入手，激發學習的動機和興趣，以訓練學員的思考、推理、分析等能力，使能以「思想方法」的學理應用於求學、就業，及日常生活裏常遇到的種種問題。適合高中至大專程度人士。

內容包括下列趣味的故事：

算命先生的邏輯

吃霸王飯的邏輯

諸葛亮舌戰群儒

火燒鮑與老婆餅

少婦離奇自殺

阿茂正傳

王小姐今天真漂亮！

一指禪師

獵人與松鼠

抬上的五元鈔票不翼而飛

木馬屠城記

珍珠與領袖

298. 當代哲學及反哲學思潮
(Contemporary Philosophical & Anti-Philosophical Thought)

主講人：譚家哲先生。

講授語言：粵語。

地點：香港大學校外課程部市區中心二十一號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月二日起每星期一下午六時至七時三十分。
(共十二講)。

學費：七十五元。

當代哲學思潮除了對哲學內部理論發展之研究有一定的研究價值外，它更能標示出及反映出其同時期之各種思想、文化研究及在一般人意識及無意識（unconscious）內的生活態度及風格（世界觀）。因此若要理解及掌握二十世紀人類之精神，對當代哲學思潮之認識是不可或缺的。本課程旨在藉對近代各種哲學體系及哲學派別之討論，使學員能得以對哲學史之發展、對當代社會的哲學分析、哲學對各種文化藝術或人生觀的影響有一認識，及作一判定。課程將概覽：近代法國的結構主義與各種反哲學思潮、辯證唯物論、現象學、存在主義與人文主義及分析哲學等。

299. 心理學基本原理
(Basic Principles in Psychology)

主講人：雷偉彬先生。

講授語言：粵語（輔以英語）。

地點：香港大學校外課程部市區中心十六號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年九月二十七日起每星期三下午七時五十分至九時五十分。（共十講）。

學費：八十元。

在過去數十年來，心理學的研究和理論並一般人對它的興趣都不斷的增加，為着叫學員對這學科有握要的認識，本課程將對數個基要課題作深入淺出的介紹；並運用小組討論，務求學員從參與中有更透徹的了解。課程內容包括：

- (一) 心理學的基本概念，學派及其研究方法。
- (二) 心理的發展，智能之性質、理論及其測量方法。
- (三) 性格成長，人類動機，及心理健康。
- (四) 社會行為及小組動力。

300. 心理學與人際關係
(The Psychology of Human Interaction)

主講人：李源淑小姐。

講授語言：粵語（輔以英語）。

地點：香港大學校外課程部市區中心二十一號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月九日起每星期一下午七時四十五分至九時十五分。（共十講）。

學費：六十五元。

現今人類的文明與科技雖然解決了不少物質問題，但在人際關係上倒看不出有任何進步。

本課程將從心理學的角度去深切了解人際關係，內容包括分析溝通人際關係的重要橋樑；研究人性的心理需求及其對人際關係的重要性。主講人將會給予學員充份的實習機會。

參加此課程之人仕不需具備對心理學的認識。

301. 了解你的孩童
(Understanding Your Children)

主講人：方達怡女士、李昆生女士（紅蘋果月刊編輯）。

講授語言：粵語（輔以英語）。

地點：香港大學校外課程部市區中心十五號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月十一日起每星期三下午八時至九時三十分。（共十講）。

學費：六十五元。

兒童在成長的過程中，常帶來父母不少的歡欣，體驗，挑戰，和頭痛的問題；了解孩童實在是現代父母教育子女的秘訣。

緊張繁忙的都市生活常令父母對孩子入學和應付功課極為操心，甚致無暇兼顧能帶來孩童均衡發展的其他方面；因此本課程除了介紹兒童身心成長的過程和需要外，特別着重一般父母比較少留意的實際問題，例如：夫婦的協調與教育孩子；孩子的情緒；讀物、電視、宗教、朋友對孩子的影響；如何培養孩子的適應能力、興趣及嗜好；孩子與學校生活，合羣生活；克服孩子的恐懼心，建立他們的自信和克制力；管教；正視代溝和與孩子交往的態度等。

歡迎參加者提出實例研討，交換意見。

302. 擇業與心理
(Psychology & Career Choice)

主講人：鄭偉謙先生。

講授語言：粵語（輔以英語）。

地點：香港大學外課程部市區中心二十一號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月十七日起每星期二下午七時四十五分至九時十五分。（共十講）。

學費：六十五元。

在選擇職業時了解工作的性質與了解自己是同樣重要。

本課程將介紹職業選擇的幾個基要概念和近代的職業選擇理論，討論擇業的心理因素，個人在興趣、動機、能力、及性向之差異，分析不同類別的工作之要求，淺談就業機會，利用一些能力及興趣測驗去協助學員了解自己。此外並闡述工作表現及工作滿足感與個人的能力性向、個性等之關係。

See also :

275. 佛教大乘各宗要義（第 114 頁）

276. 中國哲學（第 114 頁）

277. 西洋哲學與中國（第 115 頁）

Political Science

Staff Tutor : Owen H. H. Wong, Telephone 5-468161 Ext. 309

303. The Governance of China after Mao: the politics of China in the 1980's. Brian C. Shaw, B.A. (Hons.) (Wellington), Ph.D. (ANU), Lecturer in Political Science, University of Hong Kong, and member, International Institute for Strategic Studies (London). *Mondays, 6.15-7.45 p.m., starting October 16, 1978. Room 103, University Main Building. 8 meetings.*

Fee: \$65

The dominance of the person and the Thought of the late Mao Tse-tung over Chinese political life after 1949 is well-known. Now that new leaders, with new policies, control the Chinese state, it is possible to attempt a more valid assessment of the achievements of the era of Mao. Was the Maoist vision—often contradictory and paradoxical—essentially a correct reflection of the best path for “the Chinese revolution”, or was it flawed and incomplete? Is the continued political importance of the People’s Liberation Army a tacit admission of the inadequacy of existing civilian political institutions: and if so, what are the implications of this for the future? What are the prospects for the further improvement of the quality of the Chinese people’s daily life, and what are the implications for greater “democratisation” of political life? Will the hoped-for success of the “Four Modernisations” entail a qualitative change in the domestic and foreign goals of the Chinese State: and, if so, what are the political implications for countries and territories with different social and political systems? These and other issues will be discussed in these lectures, which look broadly at problems arising from the manifestation, management, extension and transformation of political power in China, with emphasis on prospects for the next two decades.

304. 中國共產主義運動的發展
(The Chinese Communist Movement)

主講人：金思愷先生（香港大學亞洲研究中心高級研究員）。

講授語言：國語。

地點：香港大學校外課程部市區中心十八號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月十四日起每星期六下午三時至四時半分。
(共十講)。

學費：六十五元。

講者從中國社會的實際情況出發，分析三民主義革命與共產主義運動的互相影響與消長，討論中國共產黨內部的路線鬥爭。通過這種國內外、黨內的複雜鬥爭，毛澤東奪得了表面對斯大林依附實際却是獨立的領導權，奠定了他之後的事業基礎。講授內容包括中國共產黨的起源與第三國際的關係，黨內不同階段的路線鬥爭。領袖層的消長，毛澤東的崛起，工運、學運與農運，國共的合作與鬥爭。

本課程適合對中國近代史有興趣的大專學生、教師與社會人士。

Science

Staff Tutor : D. R. Kemp, Telephone 5-468161 Ext. 551

Certificate Course in Digital Computer Programming.

305. Mondays and Thursdays, 6.15-7.15 p.m., 7.30-8.30 p.m., starting September 25, 1978. Room 725, Knowles Building, University of Hong Kong.
Fee: \$550 (including examination fee)

306. Tuesdays and Fridays, 6.15-7.15 p.m., 7.30-8.30 p.m., starting September 26, 1978. Room 725, Knowles Building, University of Hong Kong.
Fee: \$550 (including examination fee)

Tutors : C. L. Chow, B.Sc. (Eng.), D.I.C., Ph.D. (Lond.), Reader in Mechanical Engineering, University of Hong Kong.

W. C. Ying, B.Sc. (Eng.) (H.K.), Computer Centre, University of Hong Kong.

307. Mondays and Thursdays, 6.15-7.15 p.m., 7.30-8.30 p.m., starting September 25, 1978. Room 721, Knowles Building, University of Hong Kong.
Fee: \$550 (including examination fee)

Tutor : T. Y. Chen, B.Sc., M.Phil. (H.K.), M.Sc. (Lond.), D.I.C., M.B.C.S., M.A.C.M., Assistant Lecturer, Computer Centre, University of Hong Kong.

No. of Meetings : 65, twice weekly. Each period will consist of two hours.

These courses are designed for people with no previous knowledge of computer programming. They aim to provide a thorough grounding in programming technique and to train independent computer programmers. Preference will be given to applicants to whom the skills taught during the course will be of direct relevance. Those who are able to enclose a letter from their employers to this effect are advised to do so.

Minimum Entry Qualifications : Applicants should have 5 subjects including English and Mathematics at Grade E or above in the Hong Kong Certificate of Education, or equivalent.

An examination will be conducted at the end of the course. The award of an extra-mural certificate is conditional on passing the written examination, completing the set projects and attending at least 75% of the lectures.

Students are expected to do a certain amount of work in their own time and are advised not to take any other public examination in the same year.

Syllabus

1. *Introduction*: Computer concepts & hardware; number & character system; problem definition & description; computer language development.
2. *Fortran-IV*: elements of language; arithmetic control, input/output & allocation; subscription & flow-charts; subroutines & flowcharts; compatibility; overwriting; efficiency; examples.
3. *Cobol*: elements of Cobol; procedure, data, environment and identification divisions; concept of programme suite; typical commercial system using Cobol, case study 1; advanced technique in Cobol programming: programming with direct access files; case study 2.
4. *More Advanced Studies*: basic arithmetic & decision operations; symbolic coding & programme; assembly & execution; address modification & index register; direct & indirect addressing; subroutines.
5. *Projects*: the organization, writing & running of projects on digital computers form an integral part of the course.

Ample computer time will be provided for problem exercises & projects.

Closing date for applications: September 14, 1978.

Applicants must enclose photostat copies of appropriate certificates along with their application forms.

Basic Principles of Computer Systems.

308. *Tuesdays, 6.00-7.00 p.m., 7.15-8.15 p.m., starting September 26, 1978. Room 27, Central Market (top floor). 12 meetings. Fee: \$100*

309. *Fridays, 6.00-7.00 p.m., 7.15-8.15 p.m., starting September 29, 1978. Room 23, Extra-Mural Town Centre, Wing On Centre, 8th Floor, III Connaught Road Central, Hong Kong. 12 meetings. Fee: \$100*

Tutor : P. P. Melwani, B.Sc. (Eng.) (H.K.)

These courses aim to provide an explanation of how computer systems operate. They are designed for people who have no previous knowledge of computers and are especially suitable for people thinking of taking up data processing as a career, as well as those employees whose work involves contact with computer systems. It may be considered as a preliminary to the 'Certificate Course in Digital Computer Programming'.

The syllabus will include: number systems and elementary arithmetic procedures; data processing organisation chart; the nature of data processing systems; input; storage; processing; control; output; input/output units; storage units; central processing and control; methods of processing, batch processing; random access; real time.

310. Digital Computer Organisation, Design and Engineering. Lai Chee-yan, B.Sc. (H.K.), Cert.Ed., M.Sc. (Tech.) (Manchester), M.I.E.E.E. *Fridays, 6.30-8.30 p.m., starting September 22, 1978. Room 27, Central Market (top floor). 25 meetings.* **Fee: \$220**

This course follows part of the syllabuses of Papers 'A' of British Computer Society Part I & II Examinations, and will be of special help to those who intend to sit for professional examinations or take up a career in the computer field.

Syllabus

Logic: advanced combinational logic techniques and minimization methods.

A/D and D/A conversions.

System technology: information theory and codes, storage techniques, ROM, interrupt, interfacing.

Real-time, time-sharing, on-line and multiprocessing systems.

Peripheral technology: computer communications, V.D.U., data-transmission.

Computer architecture.

Minimum Entry Qualifications. Applicants should have some basic knowledge of electronics and computers and preferably have completed an introductory course in computer programming and fundamental computer principles, for example the Extra-Mural Course offered by this Department entitled "Basic Principles of Computer Systems". In addition applicants should have passes in Physics, Mathematics and English in the Hong Kong Certificate of Education Examination or equivalent.

311. The Hong Kong Countryside. D. R. Kemp, B.Sc., Dip.Microbiology, M.Sc., Ph.D., M.I.Biol., Staff Tutor in Science, University of Hong Kong and W. J. Kyle, B.Sc., M.Sc., Ph.D., Lecturer in Geography, University of Hong Kong. *Thursdays, 6.15-7.30 p.m., starting September 28, 1978. Room 14, Extra-Mural Town Centre, Wing On Centre, 8th Floor. 7 meetings.* **Fee: \$50**

This course is designed to introduce the newcomer to the countryside of Hong Kong. It will first deal with the climate and Geography, followed by a general consideration of some of the main plant communities, e.g. grass-land, woodland, Mangrove and sea shore. The plants of the Communities will be illustrated by colour slides and fresh specimens wherever possible. There will be two field visits, the cost of which is not included in the course fee.

312. Hong Kong Ecological Habitats. D. S. Hill, M.Sc., Ph.D., F.L.S., M.I.Biol., M.B.O.U., and Martha Dahlen, B.S. (Hort.). *Tuesdays, 6.15-8.15 p.m., starting September 26, 1978. Northecliffe Science Building, Department of Zoology, Lecture Room 302 and Laboratory 212. 14 meetings.*

Fee: \$150

This course is designed for local biology teachers, particularly those at fifth and sixth form level, and for anyone else who wishes to know more about the local flora and fauna from an ecological and a systematic point of view.

Each session will be concerned with one of the 14 major habitat-types, and the lecture will consider the physical and environmental factors operating in each habitat, and then the flora and fauna of that habitat will be studied in detail (illustrated with colour slides). Following the lecture there will be a laboratory demonstration of the animals (museum specimens) and plants from that habitat.

There will be a number of field trips, either on Saturday morning or afternoon, to visit selected specific habitats. The cost of these trips is not included in the fee.

The course is based upon the second edition of the book, '*Hong Kong Ecological Habitats: Flora & Fauna*', by Hill, D. S., Gott, B., Morton, B. S., & I. J. Hodgkiss (completely revised and expanded), in which Hong Kong is divided ecologically into different basic habitat-types. Copies of this book will be available at the start of the course, priced at about HK\$30.00.

Fee Refund: Teachers of Biology in fourth, fifth and sixth forms may apply for a half-fee refund from the Director of Education as soon as they receive a letter of acceptance from the Department of Extra-Mural Studies. This applies to all teachers whether in Government, aided or private schools.

313. Introduction to Birdwatching in Hong Kong. Michael Webster, M.A., M.B.O.U., Chairman of the Hong Kong Bird Watching Society. *Tuesdays, 6.00-7.00 p.m., starting September 26, 1978, Central Market (top floor), Room 26. 10 meetings.*

Fee: \$60

Increasing leisure is encouraging more and more people to go out into Hong Kong's countryside, and natural history, especially birdwatching, is becoming more popular as a hobby. Over 370 species of birds have been recorded here, and at least 250 of these are recorded annually. This course is designed to introduce the newcomer and beginner to Hong Kong's bird life, and at the same time outline the part birds play in the balance of nature, and the part even amateurs can play in extending our knowledge; ornithology is one of the few sciences where there is still a need for amateurs. A guest lecturer will talk on some scientific aspects of ornithology. Two field meetings will be held.

314. 常用藥物簡介
(Everyday Drugs)

主講人：戴樹焯博士（香港大學藥理系講師）。

講授語言：粵語（輔以英語）。

地點：香港大學校外課程部市區中心十四號室。（香港干諾道中一百一十一號（永安大廈八樓）。

時間：一九七八年九月廿八日起每星期四下午七時四十五分至八時四十五分。（共十講）。

學費：五十元。

隨着文明的進步，藥物已成為我們生活的一部份；不但在生病時會服藥，就是在日常生活中亦不知不覺地服用了相當數量的藥物，如吸煙，飲酒，喝茶或咖啡等。此外，有些藥物更被大眾所廣用，如止痛丸，退燒丸，胃藥，避孕丸及鎮靜劑等，往往為家中常備。因此我們應該具備這些普通藥物的知識，使能適當地應用它們及避免其所引起的副作用。

本課程將扼要地闡述一般常用藥物之作用，副作用，施用方法，及這些藥物在人體內吸收化學變化及排泄等程序。學員毋需具備醫學知識，適合一般中學以上程度人士參加。

315. Fundamentals of Biochemistry. Chan Chung-shun, B.Sc., M.Phil. (Chinese University of Hong Kong). Fridays, 7.30-9.00 p.m., starting September 29, 1978. Room 4, Central Market (top floor). 10 meetings.
Fee: \$80

This course is aimed at those who have 'A' level Chemistry or an equivalent qualification, and who would like to further their knowledge in the Chemistry of living things. It includes a study of amino acids, proteins, carbohydrates, lipids, nucleotides and nucleic acids and the part they play in metabolism. Certain aspects, e.g. protein biosynthesis, will be dealt with in some detail.

Enquiries relating to Courses Nos. 316 to 318 below should be made to Dr. Wilson Ng, Ext. 551.

Selected topics in Physiology.

As from Autumn, 1978, a series of courses on selected topics in Physiology which refer to both animal and human systems will be offered. The medium of instruction will be in English. The lectures will be given by staff members of the Department of Physiology, University of Hong Kong. Whenever possible, lectures will be illustrated by demonstrations or experiments.

These courses are aimed at graduate science teachers, nurses, physiotherapists and other medical and health workers who have some fundamental conception of physiology and wish to further their knowledge in the following specialized aspects.

316. Homeostatic mechanisms. *Thursdays, 6.00-7.00 p.m. (lecture), 7.00-9.00 p.m. (demonstrations or practicals when applicable), starting October 19, 1978. Department of Physiology, Li Shu Fan Building, Sassoon Road, University of Hong Kong. 5 meetings.* **Fee: \$100**

Tutors: A. C. L. Hsieh, B.Sc., M.D. (St. John's), D.Sc. (H.K.), Professor of Physiology, University of Hong Kong.
F. Tang, M.Sc. (H.K.), Ph.D. (Hull), Lecturer in Physiology, University of Hong Kong.
T. M. Wong, B.Sc. (C.U.H.K.), M.Sc., Ph.D. (H.K.), Lecturer in Physiology, University of Hong Kong.
T. T. Loh, M.Sc., Ph.D. (W. Aust.), Dip.Sc. (Chung Chi Coll.), Lecturer in Physiology, University of Hong Kong.

Topics to be discussed include temperature regulation, regulation of blood glucose level, electrolyte balance, renal functions, haemeostasis and blood coagulation.

Closing date for application: October 5, 1978.

Enrolment is limited to 30, so early application is desirable.

317. Cells and excitable tissues. *Thursdays, 6.00-7.00 p.m., (lecture), 7.00-9.00 p.m., (demonstrations or practicals when applicable), starting November 23, 1978. Department of Physiology, Li Shu Fan Building, Sassoon Road, University of Hong Kong. 10 meetings.* **Fee: \$200**

Tutors: S. F. Pang, B.Sc. (C.U.H.K.), M.A. (Calif.), Ph.D. (Pitts.), Lecturer in Physiology, University of Hong Kong.
F. Tang, M.Sc. (H.K.), Ph.D. (Hull), Lecturer in Physiology, University of Hong Kong.
T. M. Wong, B.Sc. (C.U.H.K.), M.Sc., Ph.D. (H.K.), Lecturer in Physiology, University of Hong Kong.

Topics on membrane transport, endocrine cells, skeletal muscle, smooth muscle, neural transmission, locomotion and the central nervous system, special senses, cell to cell interactions and ageing will be discussed.

Closing date for application: November 9, 1978.

Enrolment is limited to 30, so early application is desirable.

318. Introductory Microbiology. *Thursdays, 6.00-7.00 p.m. (lecture), 7.00-9.00 p.m. (demonstrations or practicals when applicable), starting October 12, 1978, Lecture Theatre, Old Pathology Building, Queen Mary Hospital Compound. 10 meetings.* **Fee: \$200**

Tutors: C. T. Huang, M.B. (Lingnan), Ph.D. (Leeds), F.R.C.Path., Emeritus Professor of Microbiology, University of Hong Kong.

K. Y. Chan, B.Sc. (C.U.H.K.), M.Sc., Ph.D. (Conn.), Lecturer in Biology, Chinese University of Hong Kong.

W. S. Ng, M.Sc., Dip.Applied Microbiol. (Strath.), Ph.D. (H.K.), Staff Tutor, University of Hong Kong.

Micro-organisms are of importance to man either because they produce disease or because they are economically useful. As an introduction to subsequent courses in Applied Microbiology, instruction will be given in the examination of micro-organisms, their classification, ecological distribution, growth, nutritional requirements and methods of identification. To illustrate the above, demonstrations or experiments in handling live organisms, and methods used in the study of microbial biochemistry and physiology will be included.

These courses are intended for science teachers, public health workers and people who work in the food or brewery industries. The medium of instruction will be in English. Since this is a science-based course, it is preferable that intending students should be matriculated.

Closing date for application: October 2, 1978.

Enrolment is limited to 30, so early application is desirable.

See also:

- 139. Biology for Junior Secondary Science Teachers.** (Page 50)
- 140. Chemistry for Junior Secondary Science Teachers.** (Page 50)
- 141. Physics for Junior Secondary Science Teachers.** (Page 50)
- 292. Philosophy of Science.** (Page 124)

Health Science

Staff Tutor: Mrs. Priscilla Tso, Telephone 5-468161 Ext. 303

319. 日常營養學 (Nutrition in Everyday Life)

主講人：譚碧玉女士。

講授語言：粵語。

地點：香港大學校外課程部市區中心二十二室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年九月廿九日起每星期五下午六時至七時卅分。
(共十六講)。

學費：八十五元。

本課程旨在介紹一般基本營養學知識，以應用於日常飲食生活，內容包括營養學之意義；食物之主要成份，脂肪蛋白質，維他命及礦物質對人體之功用；嬰兒、兒童、成人、孕婦及老年人所需要之營養；餐膳之計劃，如何利用食物來應付普通的不適，如胃病、過重、糖尿病等；食物營養素之保存方法及烹製時所引起之影響；並通過集體討論，糾正一般人對補品及其他食物之偏嗜與誤解。

320. 學齡前兒童的健康 (Health of the Pre-School Child)

主講人：由香港兒科醫學會會員擔任。

講授語言：粵語。

地點：香港大學校外課程部市區中心十四號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月十三日起每星期五下午八時至九時卅分。
(共九講)。

學費：五十五元。

本課程旨在向家長及兒童教育、護理工作者，介紹有關二歲至五歲兒童的一般醫學衛生常識。內容包括兒童生理及心理衛生；兒童身心的發展過程；童年常見的意外及其預防；小兒常見疾病及一般的護理。

321. Health Care for Women. Judith Longstaff Mackay, M.B., Ch.B. (Edin.), M.R.C.P. (U.K.). *Thursdays, 5.30-7.00 p.m., starting October 12, 1978. Room 21, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong. 10 meetings. Fee: \$80*

The course aims at providing women with a basic understanding of the functioning of their bodies and will deal with the health care of women at different stages of their lives. Topics to be discussed will include contraception and sterilization; pregnancy, ante-natal and post-natal care; common infections and cancers in women; the menopause; mental health; nutrition and exercise.

Medical Laboratory Science

Staff Tutor: W. S. Ng, Telephone 5-468161 Ext. 551

Advanced Courses in Medical Laboratory Science

The specialist topics covered in this series of courses are in Haematology & Serology and Histopathology & Cytology, though the first course below is of more general interest. They are intended for post-Higher Certificate students in medical laboratory technology or medical laboratory scientists. Each lecture will be followed by relevant illustrations or demonstrations.

322A. Laboratory hazards and safety. *Two Wednesdays, October 18 & October 25, 1978, 6.00-8.00 p.m., Lecture Theatre, Old Pathology Building, Queen Mary Hospital Compound.* **Fee: \$40**

Tutors: J. D. Robinson, L.I.Biol., H.N.C., A.I.M.L.T., Hospital Biochemist, University of Hong Kong.

W. K. K. Ho, B.Sc., Ph.D. (Berkeley), Lecturer in Biochemistry, Chinese University of Hong Kong.

W. S. Ng, M.Sc. (Strath.), Ph.D. (H.K.), Staff Tutor, University of Hong Kong.

In medical laboratory technology, there are a number of specific fields of interest, clinical chemistry, virology, bacteriology, histopathology, haematology and serology, each with its own special type of hazards to laboratory personnel. Thus, there is a need for safety precautions at different levels. Many aspects of safety in laboratories are commonsense but are often ignored. Planning a laboratory, with respect to safety, handling of chemical radio-nuclei and microbiological hazards will be presented in this course with practical advice on safety techniques.

Closing date for applications: October 11, 1978.

322B. Immuno-histochemical techniques. *Two Wednesdays, November 1 & November 8, 1978, 6.00-8.00 p.m., Lecture Theatre, Old Pathology Building, Queen Mary Hospital Compound.* **Fee: \$40**

Tutors: W. C. Chan, M.B.,B.S. (H.K.), Ph.D. (Lond.), F.R.C.Path., Consultant Pathologist, St. Teresa's Hospital.

W. K. Shum, F.I.M.L.S., Medical Technologist, Medical & Health Department, Institute of Pathology.

Immuno-histochemistry has now a wide application in the study of tissue abnormalities. The general principle underlying the different methods used will be discussed and their applications indicated. Technical details in methodology will also be considered.

Closing date for applications: October 25, 1978.

322C. **Transplantation and tissue typing.** *Two Wednesdays, November 15 & November 22, 1978, 6.00-8.00 p.m., Lecture Theatre, Old Pathology Building, Queen Mary Hospital Compound.* **Fee: \$40**

Tutor: S. K. Lee, F.I.M.L.S., Senior Medical Technologist, Medical and Health Department, Institute of Pathology.

The aim of this short course is to provide an understanding of the basic principles and techniques used for tissue typing (HL-A typing). The clinical application of this technique in organ transplantation, blood transfusion and disease-association will be considered.

Closing date for applications: November 8, 1978.

Students wishing to attend all three above courses may pay a composite fee of \$100.

Social Work & Sociology

Staff Tutor: H. K. Wong, Telephone 5-468161 Ext. 602

323. Group Structure and Dynamics. Peter M. Whyte, Dean of Students, University of Hong Kong. Tuesdays, 6.15-8.15 p.m., starting October 17, 1978. Room 230, Knowles Building, University of Hong Kong. 10 meetings.

Fee: \$110

An exploration through lecture and direct experience of the forming, structuring, norming and dynamics of groups. Topics will include role differentiation, leadership, personal space, concepts of privacy, and techniques of self-confrontation. Each session will include both group activity and lecture material.

Since a group depends on its wholeness for effective functioning, punctuality is most important. People involved in working with groups, or those simply wishing to experience and understand group activity may expect to find the course of value.

Enrolment is limited to 20.

324. Child's Work and Play: The Montessori Approach. Charles F. Rossow, B.A. (Minn.), M.Ed. (Harvard), Montessori Diplomate (M.M.T.O.). Tuesdays, 5.00-7.00 p.m., starting October 17, 1978. Room 16, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong. 9 meetings.

Fee: \$100

This course is designed to introduce parents and professionals to a large body of practical and theoretical knowledge about children's education from birth to age six. There are Montessori schools and training centres now being established all over the world based on the original work of Dr. Maria Montessori. She founded the first "Children's Houses" in 1906 in the working class districts of Rome to meet the needs of young children in a crowded city environment. Slides, lectures, discussion and readings from "Montessori and the Family" will be used to illustrate the theory and practical application of teaching young children. Emphasis will be on practical application of the Montessori approach for use in Hong Kong.

Course participants will be invited to raise practical problems of child rearing in Hong Kong for purposes of discussion and problem solving using the Montessori approach.

Enrolment is limited to 25.

325. **Law for Social Workers.** J. M. Miller, LL.B. (Wellington),
Lecturer in Law, University of Hong Kong. *Wednesdays, 6.15-7.45 p.m.,*
starting October 11, 1978. Room 230, Knowles Building, University of Hong
Kong. 20 meetings. Fee: \$120

A course designed to provide social workers with a basic understanding of those aspects of the law that will assist them in the execution of their professional duties. It will include a survey of the function and nature of law; the structure and workings of the courts and tribunals; the rights and liabilities of a Hong Kong citizen. More specific treatment will be given to such topics related to the work of social workers as the custody and care of children, family law, probation services, protection of juveniles, social security, legal aid, employment, housing, the mentally ill and the handicapped.

The tutor, formerly a social worker, will also deal with topics, of particular interest to course members, brought up for discussion in class.

326. 學校社會工作導論
(An Introduction to School Social Work)

主講人：梁麗珍女士（社會工作碩士）。

講授語言：粵語（輔以英語）。

地點：香港大學校外課程部市區中心二十一號室（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月十三日起每星期五下午五時三十分至七時正。（共十講）。

學費：八十五元。

自一九七一年以來，學校社會工作漸漸發展起來，頗受社會人士及教育工作者所關注；「青少年個人服務」綠皮書並提議香港將全面性提供學校社會工作及學生輔導工作。

本課程專為教師、學校行政人員、準學生輔導員及社會工作者而設，旨在探討並介紹學校社會工作目前之發展情況，社會工作者在學校與師生之關係，工作方法和貢獻。

課程包括學校社會工作之目的、方式及發展趨向；目前香港社工的發展；學校辦社工之條件和方法；社工人員、教師、行政人員、家長及其他專業人員之間的關係；教師與社工人員之分工與合作；就學青少年的發展過程，需要及常遇之難題；個案之研究；在學校中如何運用社會工作方法——包括個人、小組及社區的工作形式，技巧及社會資源的運用等。

除講授外，並輔以幻燈片介紹，小組討論及角色示範等。

**327. 以小組形式向青年推行家庭生活教育
(Group Work in Family Life Education for Youth)**

主講人：江任燕琼女士、潘徐少微女士。

講授語言：粵語（輔以英語）。

地點：香港大學校外課程部市區中心二十一號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月七日起每星期六上午十時至正午十二時。（共十講）。

學費：九十五元。

名額：十五名。

家庭生活教育乃一項培育工作，為近年來教育工作的新里程；旨在協助人完滿發展，幫助家庭成員之間建立良好關係，尤其是接納兩性的存在，進而建立健康之婚姻及家庭，成為社會負責任的公民。

家庭生活教育內容非常廣泛，本課程側重人際關係、自我認識、交友、戀愛等專題。

推行家庭生活教育課程之方法很多，本課程特以小組形式配合課程內容，以期深入研討。各專題均運用小組活動、討論、角色扮演等技巧，以輕鬆靈活之方法啟發參加者之實際感受，分享彼此之經驗，着重個人參予及主動策劃，以達到理論實踐並重，並使學員日後能適當地應用於實際工作中。

「青少年個人服務」綠皮書指出家庭生活教育服務將會成為香港青少年與家庭服務之其中一個重點工作。本課程專為全職的青年工作者而設。

328. 活用人際關係訓練練習於青年工作

(Application of Structured Human Relations Experiences in Youth Work)

主講人：理盧幼慈碩士。

講授語言：粵語（輔以英語）。

地點：香港灣仔洛克道三號小童群益會三樓演講室。

時間：一九七八年十月十七日起每星期二下午六時十五分至八時十五分。（共十講）。

學費：一百一十元。

名額：二十四名。

近年來，墨守成規及被動性的青年工作程序，已不再受歡迎；而人際關係訓練練習也就因此需要而被採用於青年領袖訓練，小組工作及小組輔導工作中。透過此等練習，青年人能積極學習表達及開放自我，嘗試新方法，發揮潛能及建立自信，也有機會與人合作，接受別人獨特之處，及合力解決問題。

本課程是特別為具有青少年小組工作訓練之在職者而設，目的是幫助學員認識及活用人際關係訓練練習。課程更包括練習的設計，希望於課程完畢後，學員能獨立思考與設計適合其工作環境及對象的練習。

此課程以實驗性小組形式上課，並要求學員繳交小量功課。各學員之收益，將與其參予之積極性，開放之態度及出席率有極大之關係。

329. **發展性小組工作**
(Developmental Group Work)

主講人：李安先生。

講授語言：粵語（輔以英語）。

地點：香港大學校外課程部市區中心十六號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月七日起每星期六上午九時三十分至十一時三十分。（共十講）。

學費：一百二十元。

名額：十五名。

發展性小組工作着重協助人際關係之建立、生長與發展。其目的在提供適當之機會給予每一小組之組員，在融洽、安穩及互助之氣氛下，嘗試新的社交方法，並實習扮演新的人生角色。

本課程特別為具有基本青少年小組工作訓練而正在服務於各類型青少年機構之工作人員而設，例如社會工作者及教師等。全部課程共分十節，將以實驗性學習小組形式上課；而該學習小組將是一個小型實驗，各學員將視自己為整個實驗的一部份。藉此各學員得以親身體驗小組之歷程，並能現身說法，從而更深入自我了解，重新探測及研究人際關係。

講者將鼓勵及協助各學員安排在其本身日常工作中，嘗試實踐；並在實驗小組作經驗之分享及適當之督導。

課程範圍將包括下列各項：（一）互相認識及互信。（二）緊張情緒之鬆弛及自我之描述。（三）內省。（四）生活圈。（五）友誼研究。（六）心聲之溝通。（七）個人在小組之角色。（八）領袖才能。（九）社會性的戲劇或角式扮演。（十）自我檢討。

為使各學員盡量得益，特採用錄影設備及特別教具；同時各學員務須自發地熱烈參予全部課程。

330. 兒童院家長之工作

(Houseparent and Institutional Care for Children)

主講人：林君一先生。

講授語言：粵語。

地點：香港大學校外課程部市區中心十六號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月二日起每星期一上午十一時至中午十二時三十分。（共八講）。

學費：七十五元。

名額：十五名。

兒童院家長在工作上雖然得到各方面的幫助，但面對一羣來自不同背景的兒童，很多時仍有彷徨、孤單及困悶的感覺。同時，兒童院家長工作之價值，很多時被其他有關人仕或兒童院家長本身所低估。

本課程旨在導引兒童院家長覺察其角色之重要及對其受照顧的兒童影響之深遠，並提高彼等注意對何時需要徵募其他專業人仕給予支持性的服務，如社會工作者，心理學者及醫務人員等。本課程並簡單介紹此等專業人員的工作，特別着重社會工作者與兒童院家長在工作關係上所扮演的角色，蓋因此處容易產生很多誤解與差錯的概念，引致對兒童的照顧有損。

本課程有異於慣常的上課形式，將以小組討論為基礎，而並非一連串授課者對學生的演講，故參加本課程的學員將會被要求提供其在工作上所遇到的實例，希望透過以討論為主、角色扮演、有關參考資料的介紹，問卷及短講等活動，從而達到啓迪兒童院家長對自己所扮演的角色及對可能協助其工作的資源之運用有更進一步之認識。

本課程特別為兒童院家長而設，經驗年資不拘，因為不同的經驗更能刺激良好的討論。課程完結時，如大部份學員有興趣，將安排參觀及探訪二、三間兒童院。

331. **社會服務單位之事務管理**
(Office Management in Social Service Centres)

主講人：顏其平、鄭廣桓先生。

講授語言：粵語（輔以英語）。

地點：香港大學校外課程都市區中心十六號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：由一九七八年十月二日起每星期一下午六時至七時三十分。（共十講）

學費：八十五元。

名額：二十五人。

本課程旨在介紹本港社會服務工作單位事務的現代管理方法，俾負責這方面的督導級社會工作者或在較大組織的社會服務機構內負有一定行政責任的辦公室人員多作認識。

課程重心將放在事務管理的實用方面，內容將包括人事及組織行為，內部訊息溝通，資料整存系統，如檔案整理及資料查存與分析，日常庶務如儀器用具及場地的保養與維修，簡單預算設計和審核程序設計等。

歡迎任職於青年中心、托兒所、老人宿舍等社會服務單位之督導級社會工作者，或得其服務機構舉薦之工作人員報名參加。

332. **社會福利機構之基本會計管理**
(Basic Accounting Control for Social Welfare Agencies)

主講人：袁國榮先生，AHKSA, ACCA, ACIS, AAIA.

講授語言：粵語（輔以英語）。

地點：香港大學校外課程都市區中心十六號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月六日起每星期五下午六時十五分至八時十五分。（共八講）

學費：八十五元。

鑑於社會福利機構行政人員及社會工作者往往因要處理一般會計與財務事項而遭遇困難，故此本課程特別為在此類服務團體有財務管理責任之職員而設，目的使參加者對會計管理之基本概念及運用有正確的認識及瞭解。

課程包括基本會計原理，預算之編制與管理，內部統制，收入與支出之控制，內部審計等等。內容着重實用方面，使參加者能明瞭使用於日常工作上。

333. 精神病態學與社會工作者
(*Psycho-Pathology for Social Workers*)

顧問：何友輝博士。

主講人：何式怡小姐、曾家達先生、梁永亮先生、關應賢先生、李永浩先生、鄧漢忠先生、陳穩誠先生。

講授語言：粵語（輔以英語）。

地點：香港大學校外課程部市區中心十六號室。（香港干諾道中一百一十一號永安大廈八樓）

時間：一九七八年十月二日起每星期一下午七時四十五分至九時十五分。（共十二講）。

學費：一百元。

本課程特為在職之社會工作者而設，課程範圍包括常見之精神病態，重心在於一般基本理論及實際病例之辨認。課程內容包括：精神病態之定義；精神病態之基本原理；心理病態之臨牀徵狀；精神病；神經病；心因性官能病；心智遲鈍；異態性行爲；婚姻關係問題；人際關係問題；精神病態綜覽及治療等。

課程形式除講授外，並包括小組討論，個案分析等。

334. 社會工作人員與有關家庭的法例
(*Family Law and the Social Worker*)

主講人：陳爵先生。

講授語言：粵語（輔以英語）。

地點：香港灣仔軒尼詩道十五號溫莎公爵社會服務大廈二百〇九號室。

時間：一九七八年十一月十一日起每星期三下午六時十五分至七時四十五分。（共六講）。

學費：六十元。

本課程專為社會工作人員而設，旨在闡述香港有關家庭的法例，如婚姻法、離婚法、和收養兒女法等；並討論分居及離婚所引起的財產問題，子女問題，和其他經濟問題等。

本課程並介紹香港現存的各種法律援助及諮詢計劃，及社會工作者如何能充份利用此等資源以協助其工作對象。歡迎學員提出在工作上所遇到有關這方面的問題以作討論。

335. 犯罪學：中級課程
(Criminology)

主講人：葉永茂先生。

講授語言：粵語（輔以英語）。

地點：香港大學校外課程部市區中心十六號室。（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七八年十月十七日起每星期二下午七時十五分至八時四十五分。（共八講）。

學費：六十五元。

此課程將對以下課題作較為深入的討論：—

- (一) 暴力問題；
- (二) 性犯罪事件；
- (三) 犯罪心理學。

討論範圍將包括此等之成因、現況、法律、執行、及防範措施等；並選用個案以闡釋各事項。除講授外，並配合幻燈片及講義以說明課題。

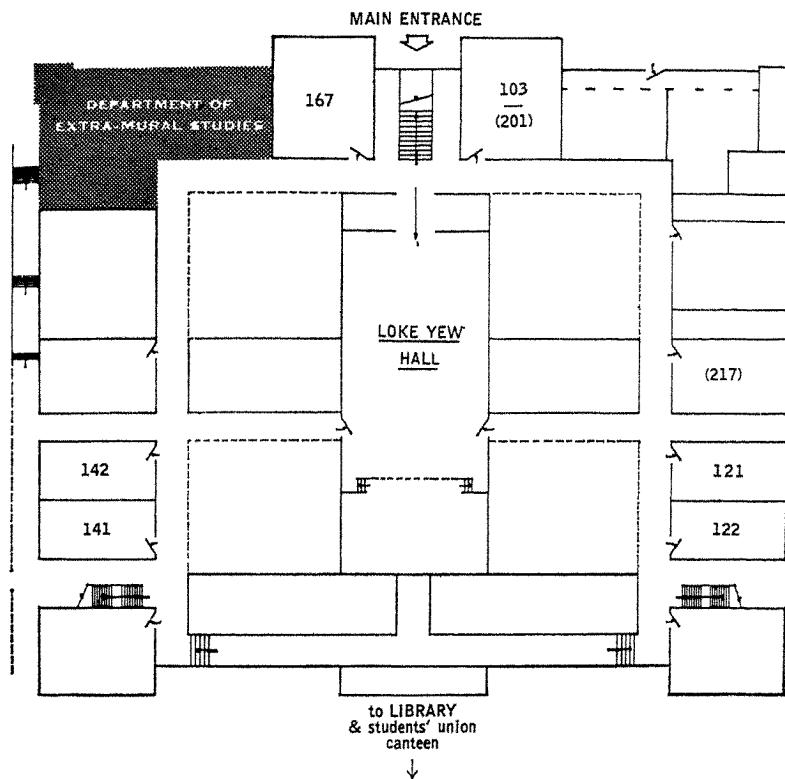
參加學員應具有中學以上程度及對社會學或心理學或犯罪學有基本認識；此課程尤其適合社會工作者；教師；警察；監獄事務人員，及感化工作者。

預早報名之重要

及早報名乃是使本部得知各界對種種課程反應之唯一途徑，如不及早報名則往往引致各該課程延期或取消。故有志修讀本部課程者，敬希從速將報名申請書寄回本部。

GROUND PLAN OF UNIVERSITY OF HONG KONG MAIN BUILDING

showing location of rooms used for extra mural courses. Please see inside of front cover for University general layout



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