

AUTUMN COURSES

1989

# University of Hong Kong Extra-Mural Studies

香港大學校外課程秋季手冊



## ENQUIRY TELEPHONES

## 詢問電話

General Enquiries: 5-8592791, 5-8592786, 5-8592787  
and 5-472225

1. Art & Design  
English Studies  
European Languages 5-472225

2. Arts Administration  
Philosophy  
Sports Sciences 5-8592787

3. Biomedical & Health Science  
Computer Science 5-8592793  
Medical Laboratory Science 5-8592789  
Science & Mathematics

4. Business Studies 5-8584565  
Law 5-8584606

5. Contemporary China Studies  
Geography & Geology  
History & Archaeology  
Journalism & Communication  
Music 5-8592792  
Oriental Languages 5-8592788  
Oriental Studies  
Political Science  
Translation

6. Economics, Banking & Statistics 5-8592783

7. Education  
Engineering 5-8592791  
Librarianship 5-8592785  
Management Studies

8. Psychology  
Social Work & Sociology 5-8592790

9. Housing Management  
Urban & Housing Studies 5-8592786

London University: External Student  
Registration 5-8584611  
5-8584515

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Mrs. Yvonne Wong 黃李王珍

## 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. No Extra-Mural activities will be held:
  - (a) on any public holidays.
  - (b) at a storm warning signal of No 8 or above. (Nor will any class, or other activity, be held on the day on which a No. 8 signal is lowered.)
  - (c) during the following holiday periods: December 22, 1989 to January 1, 1990 inclusive (Christmas and New Year) and January 26 to February 1, 1990 inclusive (Lunar New Year).
4. *Fees are not refundable*, except in the event of a course being over-subscribed or cancelled.
5. Statement of Attendance or transcript will be issued *only* on receipt of a \$10 processing fee and a stamped-addressed envelope within two years of the completion of the course.
6. The Department reserves the right to change the time and place of course meetings and to change the course tutor should this be necessary.

## HOW TO ENROL

1. Completed enrolment forms should be sent to the Director of Extra Mural Studies, University of Hong Kong. Additional forms are available on request. To ensure that a class can take place, the Department would appreciate early enrolment by applicants.
2. Application forms (one for each course) should be sent together with the appropriate fee either in the form of a crossed cheque or money order (one for each course) made out in favour of the UNIVERSITY OF HONG KONG.
3. 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.
4. 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) Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F., 200, Connaught Road Central, Hong Kong. (Access via lifts on the 2/F of the Shopping Arcade).  
(Weekdays: 9.30 a.m. to 5.45 p.m., Saturdays: 9.30 a.m. to 12.30 p.m.) Telephone: 5-472225.
  - (ii) Department of Extra Mural Studies, University of Hong Kong, University Main Building, G/F, Pokfulam Road, Hong Kong.  
(Weekdays: 9.30 a.m. to 1 p.m., 2 to 5 p.m., Saturdays: 9.30 a.m. to 12 noon). Tel: 5-8592791 or 5-8592786 or 5-8592787.

## 入學須知

- (1) 除個別課程（例如專業訓練）有特定的入學資格外，本部所有課程一律公開。任何人士只需年滿十八歲，便可申請入學，至於有關課程的特定入學資格，請參閱課程簡介。
- (2) 校外課程部主任有絕對權力去決定是否接受任何入學的申請。
- (3) 本部將在下列期間暫停授課：  
甲：本港所有公眾假期。  
乙：天文台懸掛八號或以上風球。而無論該風球是否於較早時除下，當日一切課程與活動均全部取消。  
丙：聖誕節與新年假期：一九八九年十二月二十二日至一九九〇年一月一日。  
丁：農曆新年假期：一九九〇年一月二十六日至二月一日。
- (4) 除課程已額滿或被取消外，一切已繳學費，概不退還。
- (5) 如非特別註明，所有用中文刊登的課程都以粵語講授。
- (6) 學員可於課程完結後的兩年內向本部申請頒發聽講證書或結業證書。申請人須先繳交手續費十元，並附上貼足郵票的回郵信封，否則概不受理。
- (7) 於必要時，本部有權就原定主講人、上課地點和時間作出更改。

## 報名手續

- (1) 請先填妥報名表格然後連同劃線支票或銀行本票（每項課程請用報名表和支票各一張），郵寄「香港大學校外課程部主任」收。劃線支票請書明支附「香港大學」。
- (2) 報名表格可隨時向本部索取。請儘早報名，以便課程能如期舉行。
- (3) 本部只在課程被取消、改期或申請人未獲取錄等情況下才會個別通知申請人。申請如獲接受，本部不另行通知，申請人可依照章程所列的時間和地點上課。
- (4) 申請人亦可親往下列地點報名，（繳費時宜用劃線支票）：  
甲：香港大學校外課程部市區中心  
    香港干諾道中二百號信德中心西翼⑨字樓。（由②字樓商場電梯上）。  
    電話：5-472225。  
    （星期一至五：上午九時三十分至下午五時四十五分。  
    星期六：上午九時三十分至下午十二時三十分）。
- 乙：香港大學校外課程部  
    薄扶林道香港大學校本部大樓地下。  
    電話：5-8592791 或 5-8592786 或 5-8592787。  
    （星期一至五：上午九時三十分至下午一時，下午二時至五時。  
    星期六：上午九時三十分至正午十二時）。

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## London University Registration

FROM SEPTEMBER 1, 1989 NEW REGISTRATIONS FOR ALL LONDON UNIVERSITY PROGRAMMES WILL BE DEALT WITH BY THE EXTRA-MURAL STUDIES DEPARTMENT OF THE UNIVERSITY OF HONG KONG

1. Application forms for registration as an external student of London University are available from:

Extra Mural Town Centre, Shun Tak Centre, West Tower, 9/F., 200 Connaught Road, Central, Hong Kong.	Department of Extra Mural Studies, University of Hong Kong, G/F., Main Building, Pokfulam Road, Hong Kong.
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All Correspondence must be marked *London University Applications*.

2. A London University Open Day will be held on September 2, 1989. 10.00 a.m.-4.00 p.m. in the Extra Mural Town Centre. Sam Crooks, Head of the External Division of London University, together with his admissions staff will be available to answer questions on programmes and admission procedures. No registrations will be completed on this day though application forms and course brochures will be distributed.
3. **Diploma in Economics** (Course No. 286 see p. 75 ). Special registration procedures apply. Students cannot be registered for the London University programme until they have enrolled on the course provided by the Extra-Mural Department.

# **Art & Design**

*Staff Tutor: Martha Lesser, Telephone 5-472225*

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

## **Fine Arts Studio Courses**

*These are practical studio classes in the Visual Arts with emphasis on artistic skills and creative growth of the individual. It must be stressed that in order for students to gain full benefit from studio courses they must be prepared to do work outside of class time, and should take this into consideration when enrolling for a particular course.*

*Unless otherwise stated, students must provide all necessary materials, which will be discussed at the first class meeting.*

### **藝術工作室課程**

此類視覺藝術畫室實習課程，著重藝術技巧訓練及個人創作力的栽培。為了使學員能夠全面地從課程中受益，學員必須利用課外時間從事練習實踐。在報名前學員應該對此先作考慮。

除特別註明外，學員必須自備與課程有關之材料。詳情將會在課程第一講  
闡述。

#### **71. Developing a Theme in Art.**

Martha Lesser, B.S. (N.Y.U.). Tuesdays, 8.00-10.00 p.m., starting October 24, 1989. Studio 26, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 4 meetings.

**Fee: \$240**

Often there are "special" subjects or projects students wish to develop. Being "special" students can become hesitant to approach and work on these. This *advanced level* course is aimed at those with a reasonable amount of art-making experience who, for whatever reason, seem to be "stuck" at a plateau in their work and need an extra boost to get them back into the rhythm of work. Class time will be spent exploring and experimenting in general terms with methods of "opening up" and "entering into" a new phase of one's work, and in critique and discussion of work produced. Art production will be done outside of class and students must be aware that time and motivational commitment are necessary.

## 72. Life Drawing/Life Energy: Art Through Body Consciousness.

Martha Lesser, B.S. (N.Y.U.). Tuesdays, 6.00-8.00 p.m., starting October 17, 1989. Studio 26, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings.

Fee: \$570

That "life drawing" is *live* drawing forms the basis of this course. Using basic drawing materials such as charcoal, ink wash, and crayon, emphasis is placed on exploration, discovery, and understanding students' own body energy, weight, pulls, etc. and applying this knowledge emphatically in drawing models' poses. The result for most students is a "Live" quality in Life Drawing beyond traditional graphic representation. This concept is further applied to other drawing subject through weekly homework assignments.

## 73. Life Drawing Workshop.

Simon Lam, B.F.A. (Alberta), Co-ordinator. Wednesdays, 6.00-8.00 p.m., starting September 20, 1989. Studio 26, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings.

Fee: \$460

Those interested in drawing from the human figure know that one can never get too much practice. For that reason we are offering this series of life drawing practice sessions aimed at those already engaged in the study of life drawing. No formal tuition will be given, but a co-ordinator will be present to plan and organize model poses. *Applicants must have previous experience in life drawing or freehand drawing, and be able to plan their own drawings, choose materials, etc.*

## 74. 基本素描 (Basic Freehand Drawing)

主講人：王季麟先生，B.A. (Waterloo), B.F.A. (Manitoba), M.A. (North Dakota)

地點：香港大學校外課程部市區中心26室（信德中心西翼九樓）

時間：一九八九年九月十八日起每星期一下午八時至十時

全期學費：四百七十元（包括模特兒費）（共十二講）

本基礎課程希望藉素描實習，培養學員對素描的了解及引發個人的創作力。內容包括對不同材料及表現形式的探討，以研究各類藝術元素如線條、調子、空間及形象等。題材將以靜物及人體為主要出發點，藉此鼓勵學員探討個人方向。學員必須於課外時間做習作。

## 75. 人體素描 (Life Drawing)

主講人：林慶豐先生 B.F.A. ( Alberta )

地點：香港大學校外課程部市區中心26室（信德中心西翼九樓）

時間：一九八九年九月二十日起每星期三下午八時至十時

全期學費：五百七十元（包括模特兒費）（共十二講）

本課程將以人體造形及動態作為寫畫之題材。學員需用多種畫具包括鉛筆木炭條、粉彩及鋼筆等作輪廓線描法、動姿描法、實感及質感描法等基本練習。課程並將應用幻燈片，以輔助對人體畫風格和理論的探討。學員必須以課外時間做習作。

## 76. 繪畫初階 (Beginning Painting)

主講人：杜建生先生 B. A. (Anhui Normal)

地點：香港大學校外課程部市區中心26室（信德中心西翼九樓）

時間：一九八九年九月廿一日起每星期四下午八時至十時

全期學費：三百八十元（包括模特兒費）（共十講）

本課程為對繪畫有興趣之初學者而設，尤其適合有素描基礎人士。內容多元化，主要介紹基本的繪畫技巧及元素，如主題、材料、色彩、構圖等。透過對靜物及人物的寫生練習，學員可根據各人程度和風格作具體發揮。課程亦包括以幻燈片介紹名家作品，及師生共同討論習作。塑膠彩 (Acrylics) 將會是主要繪畫材料。除課堂練習外，學員必須做課外習作。學期中將會有一至兩次戶外寫生，於週末舉行。

## 77. 初級水彩 (Basic Watercolour Painting)

主講人：杜建生先生 B.A. (Anhui Normal)

地點：香港大學校外課程部市區中心26室（信德中心西翼九樓）

時間：一九八九年九月廿二日起每星期五下午八時至十時

全期學費：三百八十元（包括模特兒費）（共十講）

本課程專為有素描經驗而欲進而研習水彩畫人士而設。導師將以幻燈片介紹名家作品，及通過示範介紹水彩繪畫的理論及技法，如材料的運用、色彩理論、構圖佈局等。透過對靜物及人物的寫生練習，學員可根據各人程度和風格作具體發揮。除課堂練習外，學員必須做課外習作。學期中將會有一次至兩次戶外寫生，於週末舉行。

## 78. Introduction to Two-Dimensional Design.

Yau Ching-hong, Tony, B.F.A. (York), M.Vis.A. (Alberta). Tuesdays, 6.00-8.00 p.m., starting September 19, 1989. Studio 25, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings. Fee: \$415

Basic design contains the fundamental principles, guides, and concepts governing the construction of various forms of visual art including graphic design, illustration, photography, and fine art. Investigation into the nature and application of the basic elements including dots, line, shape, texture, proportion, color, and others in relation to composition, is the core of this course. Through lectures, slide presentations, class exercises and homework assignments, students will become familiar with the "vocabulary, grammar and structure" of the language of visual art. As a result they will develop a greater visual sensitivity. In addition to the practical nature of the course, students will continue to pursue a constant inquisitiveness about the phenomenon of graphic and pictorial expression for their own enjoyment. *Assignments will be given each week and students should plan their time accordingly. Both English and Cantonese will be the medium of instruction as is required.*

## 基礎攝影 (Basic Photography)

### 79. 丘正康先生主講 B.F.A. (York), M. Vis.A. (Alberta)

地 點：香港大學校外課程都市區中心25室（信德中心西翼九樓）

時 間：一九八九年九月廿一日起每星期四下午八時至十時

全期學費：二百四十元（包括模特兒費）（共六講）

### 80. 丘正康先生主講 B.F.A. (York), M. Vis.A. (Alberta)

地 點：香港大學校外課程都市區中心25室（信德中心西翼九樓）

時 間：一九八九年十一月二日起每星期四下午八時至十時

全期學費：二百四十元（包括模特兒費）（共六講）

本課程為對攝影有興趣之初學者而設，內容包括對相機的認識及運作、世界攝影歷史、名師作品欣賞、設計與攝影、攝影器材（測光錶、濾光鏡、各類鏡頭及菲林）、自然光線、和簡單的特殊效果。學員將會進行多項構圖及攝影技巧練習，藉此學習掌握各項主題構圖和培養個人風格特色，以達傳理之效。除講授外，課程將輔以幻燈片介紹，作品討論、室內模特兒攝影及戶外攝影練習。學員須自備攝影器材及菲林。

## 81. 攝影入門 (Photography for Beginners)

主講人：王季麟先生 B.A. (Waterloo), B.F.A. (Manitoba), M.A. (N. Dakota)

地點：香港大學校外課程部市區中心24室（信德中心西翼九樓）

時間：一九八九年九月十九日起每星期二下午八時至十時

全期學費：二百三十元（共六講）

此課程專為全無攝影經驗者而設。課程內容包括最基本之攝影知識，如攝影器材資料及用法、光圈與快門之關係及運用，以及彩色攝影之基本理論、攝影構圖基礎及名家作品風格分析討論等。課程中最少有一堂戶外攝影練習，會於星期日或公眾假期進行。學員必須自備課程內所需之攝影器材。

## 82. 基本攝影進修 (A Guide to Better Photography)

主講人：王季麟先生 B.A. (Waterloo), B.F.A. (Manitoba), M.A. (N. Dakota)

地點：香港大學校外課程部市區中心24室（信德中心西翼九樓）

時間：一九八九年十月三十一日起每星期二下午八時至十時

全期學費：二百三十元（共六講）

此課程專為曾修本部之攝影入門課程，或已具基本攝影知識者而設。課程內容將着重於攝影理論及概念之運用及實踐，導師將會以專題討論及習作方式進行授課，並最少會有一堂戶外攝影練習。學員必須自備課程內所需之攝影器材。

## 83. 現代水墨畫——山水畫造型基礎

### (Contemporary Chinese Ink Painting)

主講人：徐子雄先生

地點：香港大學校外課程部市區中心25室（信德中心西翼九樓）

時間：一九八九年九月十八日起每星期一下午八時至十時

全期學費：四百一十五元（共十二講）

本課程為水墨畫初學者而設。學員可從示範和實習中認識到現代水墨畫之基本技法，並學習山水樹木之造型，及以渲染法營造雲林、山雨、落日、煙波、海濤等大自然現象的技巧。課程將輔以幻燈片分析繪畫元素，如點、線、面、體、肌理、色、光等。此外亦會安排一或兩次畫室訪問，以便學員實地了解繪畫之完成過程。

## 84. 基礎水墨畫 (Basic Chinese Ink Painting)

主講人：熊海先生

地點：香港大學校外課程部市區中心25室（信德中心西翼九樓）

時間：一九八九年九月二十日起每星期三下午六時至八時

全期學費：四百一十五元 (共十二講)

本課程主要學習運用中國水墨畫的基本技法，透過基礎題材如山水、樹木、風雨、雲烟等的練習及戶外寫生，強調用新的水墨表現自然的本質韻律美和自由發揮學員的內在心境、感情和理想，鼓勵學員獨立構思，勇於探索創新。

課程將輔以幻燈片研討水墨寫法及課堂示範。本學期內將於星期日或假日舉行最少二次戶外寫生。除課堂練習外，學員必須以課外時間做習作。

## 85. 中級水墨畫 (Intermediate Chinese Ink Painting)

主講人：熊海先生

地點：香港大學校外課程部市區中心25室（信德中心西翼九樓）

時間：一九八九年九月二十日起每星期三下午八時至十時

全期學費：四百一十五元 (共十二講)

本課程專為具有國畫基礎者而設，並對水墨畫作更深廣研習。對筆墨技巧、色彩原理及繪畫風格等作實踐性探討，鼓勵和引導學員把自己的個性與意念融匯並表露於藝術創作中，特別是把基礎技法推進至結構完整的作品。課程將輔以幻燈片研討水墨法及課堂示範。在學期內，其中一至二講為戶外寫生以便學生多方面發展個人藝術創作意念，於假日或星期日舉行。除課堂練習外，學員必須以課外時間做習作。

## 86. 基本書道 (Introduction to Chinese Calligraphy)

主講人：翟仕堯先生 B. A. (Taiwan Normal)

地點：香港大學校外課程部市區中心25室（信德中心西翼九樓）

時間：一九八九年九月二十二日起每星期五下午八時至十時

全期學費：四百一十五元 (共十二講)

本課程通過對中國歷代書體沿革與諸家風格之介紹，使學員了解傳統書道之基本理法，以引起其研習書道之興趣，建立研習之基礎，並觸發對現代書道之探索。

課程將著重於書寫之實習。除堂課練習外，學員必須以課外時間做習作。

## 87. 五體書道習作與欣賞 (Practice and Appreciation of Five Basic Styles in Chinese Calligraphy)

主講人：翟仕堯先生 B.A. ( Taiwan Normal )

地點：香港大學校外課程部市區中心25室（信德中心西翼九樓）

時間：一九八九年九月二十二日起每星期五下午六時至八時

全期學費：四百一十五元 (共十二講)

本課程旨在輔導略具書道基礎之學員，從多角度欣賞中國書道藝術。內容包括篆、隸、真、行、草等五種主要書體之觀賞；同時亦注重各種書體習寫，為個人創作之試探。課程以講授與討論方式為主，輔以幻燈片舉例說明。課程編排包括多項堂課練習；其中一節為實地參觀，以便觀賞原作。此外學員必須以課外時間做作業。

## Applied Design 應用設計學

### 88. Introduction to Architectural Drafting and Perspective Drawing.

Nelson Chu Nai-fun, B.A., B.Arch. (H.K.), M.Sc. (Lond.). *Thursdays, 8.00-10.00 p.m., starting September 21, 1989. Room 24, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings. Fee: \$415*

Architectural and perspective drawings are used for communication among architects, builders, interior designers, and others: they are an international language. Students will be introduced to basic architectural drafting and perspective drawing, and it is hoped that by the end of the course they will have the necessary knowledge and skills to produce simple, yet effective, drawings and plans. Emphasis will be on practical work, though illustrated lectures will also be given. Among the topics to be covered are: use of drafting tools, simple projections, plans, elevations, sections, axonometrics, isometrics, details and working drawings, perspective and presentation techniques. *It is essential that students are prepared to complete weekly homework assignments. Tuition will be given in both English and Cantonese as required.*

## 89. Intermediate Perspective and Representation Drawing.

Kusol Im-Erbsin, B.Arch. (Silpakorn), A.S.A., B.Arch. (H.K.), H.K.I.A.  
Wednesdays, 8.00-10.00 p.m., starting September 20, 1989. Room 24,  
Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings.

Fee: \$415

Aimed at those who have completed Introduction to Architectural Drafting and Perspective Drawing or the equivalent (see entry for Course No. 88), this course will provide students with the opportunity to expand their knowledge and skill in the subject through a series of assigned projects. Two and Three-point perspective will be stressed in the first part of the course, followed by an introduction to aesthetic and technical considerations of basic design as applied in freehand representation drawing. In the latter part of the course these skills and techniques will be united in the expression of spatial conceptualization and visualization of both architectural and interior design situations. *Applicants should note that much of the course work will be given in the form of homework assignments, with class time used mainly for critique, discussion, and introduction of new materials.*

## 90. 基礎廣告設計 (Introduction to Advertising Design)

主講人：丘正康先生 B.F.A. (York), M.Vis. A. (Alberta)

地點：香港大學校外課程部市區中心25室（信德中心西翼九樓）

時間：一九八九年九月十九日起每星期二下午八時至十時

全期學費：四百一十五元 (共十二講)

本課程為廣告設計提供入門介紹，透過研究廣告設計、製作過程及各類宣傳媒介，學員能掌握及運用各種創作途徑、發揮美術與傳理的功效。課程將根據各種廣告需要，尋求其獨有的設計意念和形式，包括海報、雜誌、報紙、包裝、直接郵遞、機構宣傳設計和電視廣告等。此外亦會介紹印刷程序、字體學、視覺心理學、插畫、攝影及其他相關技巧。除講授外，課程將輔以幻燈片欣賞、個案研究及作品評審，以增強學員對廣告設計的認識。

## Art Appreciation 視覺藝術欣賞

### 91. Appreciation and Design of Chinese Landscaping.

Dominic K. K. Lam, B.A.A.S. (H.K.), B.Arch. (Hon., H.K.), H.K.I.A., R.I.B.A., A.R.A.I.A., Authorised Person-Architect. Tuesdays, 6.30-8.00 p.m., starting September 19, 1989. Room 24, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 10 meetings. **Fee: \$260**

This course is intended for those who are interested in Chinese landscaping, especially designers and architects. Students will be introduced to the development of Chinese architecture and landscaping, the design concept and layout of Chinese gardens, traditional and modern construction techniques of Chinese gardens, etc. Besides lectures, there will be slide shows, class discussions and a field trip to some Chinese architecture and gardens. Mr. Lam is the architect of the Goldfish Pavilion, Centenary Pavilion and Middle Kingdom of Ocean Park, and the consulting architect of the Chinatown in Brisbane, Australia. He is also the editor of "Rural Architecture in the New Territories, Hong Kong" published by the Government Information Services.

### 92. 二十世紀藝術欣賞 (Appreciation of 20th Century Art)

主講人：劉霜陽先生 B.F.A. (CUHK)，「信報」藝評專欄作者  
地點：香港大學校外課程部市區中心24室（信德中心西翼九樓）  
時間：一九八九年九月二十一日起每星期四下午六時三十分至八時  
全期學費：二百五十元 (共十講)

二十世紀是一個充滿動力的年代，藝術發展也遠較過去任何歷史時期迅速——觀念迭替、潮流轉換快得令人難於捉摸，這往往使藝術愛好者感到迷惑，不知從什麼角度來理解這些現象。本課程範圍泛及中西藝術，希冀透過介紹中西近代藝術的發展，以促進學員對藝術的理解；並嘗試探索藝術現象背後的時代精神，展示出現代藝術動人的一面。講授將輔以幻燈片、錄影帶、及引導學員參觀展覽。（限收三十六人）

申請教育署退還半費手續：凡政府、資助或私立學校之教師修讀以上課程，均可向教育署申請退還半費，請於接獲本部取錄函件及申請書後，連同學費收據，逕向教育署申請。（如欲申請教育署退還半費者，須於九月十日前向本部報名）。

## 西洋美術史導論：文藝復興至印象主義 (Introduction to the History of Western Art: The Renaissance to Impressionism)

**93.** 李筱怡女士主講 B.A. (H.K.) , M. Litt. (Oxon.)

地 點：香港大學校外課程部市區中心24室（信德中心西翼九樓）

時 間：一九八九年九月十八日起每星期一下午六時三十分至八時

全期學費：二百六十元 (共十二講)

**94.** 李筱怡女士主講 B.A. (H.K.) , M. Litt. (Oxon.)

地 點：香港大學校外課程部市區中心24室（信德中心西翼九樓）

時 間：一九八九年九月十八日起每星期一下午八時至九時三十分

全期學費：二百六十元 (共十二講)

文藝復興時代西方藝術急劇發展，出現無數優秀藝術家，如達文西、米開蘭基羅及拉斐爾等。不少西方藝術的傳統及觀念，亦始源於此階段。隨後的藝術流派如風格主義、巴羅克藝術、浪漫主義、新古典主義、寫實主義以至印象主義，雖然在思想及風格上各有不同，但仍然繼承不少文藝復興所設立的傳統，現代藝術也從這個重要的傳統中產生出來。本課程將介紹這階段的藝術發展，由文藝復興早期至十九世紀末的印象主義。本部將於九零年春季課程開設「後印象主義至後現代主義」，作為本課程的延續。（限收三十六人）

申請教育署退還半費手續：凡政府、資助或私立學校之教師修讀以上課程，均可向教育署申請退還半費，請於接獲本部取錄函件及申請書後，連同學費收據，逕向教育署申請。（如欲申請教育署退還半費者，須於九月八日前向本部報名）。

## Art Education 藝術教育

### 兒童遊戲與美勞活動教學 (Children's Play and Art Activities)

**95.** 黎佩娟女士主講

地 點：香港大學校外課程部市區中心24室（信德中心西翼九樓）

時 間：一九八九年九月廿二日起每星期五下午六時至七時四十五分

全期學費：五百二十五元 (共二十講)

**96. 黎佩娟女士主講**

地 點：香港大學校外課程部市區中心24室（信德中心西翼九樓）

時 間：一九八九年九月廿二日起每星期五下午七時四十五分至九時三十分

全期學費：五百二十五元 （共二十講）

本課程為擔任小學美勞科教師及幼兒教育工作者而設。內容着重介紹遊戲的功能，如何利用遊戲來引發二至十二歲兒童對美勞活動的興趣，從而培養他們的學習能力，並探討成人在輔助兒童美勞創作中應持的態度。講者亦就現今香港的活動教學環境作出課題研討。課程包括：美術教育及兒童心智成長理論、遊戲的功能、美勞學習活動的認識、兒童對環境的認知、成人輔導的角色、學習環境的佈置與美勞專題設計、材料的認識與搜集、兒童畫的認識與評估、美術欣賞等。學員能透過美勞遊戲的設計及課題系列實踐，領悟教導兒童美勞活動的方法。除講授外，將輔以幻燈片介紹及小組討論。學員須自備實習材料及輕便服裝參與課堂活動。（限收二十四人）

申請教育署退還半費手續：凡政府、資助或私立小學及幼稚園之美術教師修讀以上課程，均可向教育署申請退還半費，請於接獲本部取錄函件及申請書後，連同學費收據，逕向教育署申請。（如欲申請教育署退還半費者，須於九月十日前向本部報名）。

## **Daytime Courses 日間課程**

**97. An Introduction to Stone Sculpture.**

Norman W.M. Ko, B.Sc. (Eng.), Ph.D., Professor of Mechanical Engineering, University of Hong Kong. *Saturdays, 2.30-5.30 p.m. and Sundays, 9.30 a.m.-12.30 p.m., & 2.30-5.30 p.m. 3 consecutive Saturdays & Sundays, starting January 6, 1990. Pokfulam Studio, 144 Pokfulam Road (The first meeting, January 6, will be held in Room 24, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F.) 6 meetings. Fee: \$750*

Varieties of stone have been used as the media for three-dimensional form throughout time. Stone is eternal; only the carvers and sculptors have changed. The opening session of this course will be a slide lecture introducing many types of sculptural stone including marble, granite and jade, their characteristics, methods of carving, and resultant form; both functional and sculptural. The remaining sessions will be held at the Pokfulam Studio where students will be guided through the necessary steps needed to produce their own small sculptural form in marble. Included will be

development of 2-D and 3-D sketches basic use of tools and the carving process from first beginnings to the finished piece

*Most tools and materials for the course will be supplied, the cost of these is included in the fee. Enrolment is limited to 15 students. As tools and materials for this course must be secured in advance registration will close on December 1, 1989.*

### **98. Life Drawing Workshop.**

Genevieve Weder-Paratte Maturite Federals (Switzerland), Co-ordinator  
Fridays, 10 00 a m -12 00 noon, starting September 22, 1989 Studio 26,  
Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F 12 meetings

**Fee: \$460**

*See entry for Course No 73.*

### **99. 抽象水墨畫 (Abstract Chinese Ink Painting)**

主講人 能海先生

地點 香港大學校外課程部市區中心25室 (信德中心西翼九樓)

時間 一九八九年九月二十三日起每星期六下午二時三十分至四時三十分

全期學費 四百一十五元 (共十二講)

本課程為有興趣研習抽象水墨畫的人士而設。目的是使學員認識抽象水墨畫的特色和各種現代水墨的表現形式，如構圖、工具、材料、筆法、點、綫、面、色彩等的運用。課程將鼓勵學員養成獨立構思的習慣和勇於創新的精神。課程包括抽象水墨畫幻燈片的欣賞、實習、創作、示範教學等。學員必須在課外時間做習作。

如欲收到下期課程手冊，  
請翻閱第 262 頁。

## Arts Administration

Staff Tutor: Linda Bauer, Telephone 5-8592780

### 106. Art and Money.

Eric Wear, B.F.A. (Arkansas), M.A. (Lond.), Dip. Art History (Oxon.).  
*Mondays, 6.00–7.30 p.m., starting October 2, 1989. Room 20, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 10 meetings. Fee: \$200*

How do you price a painting? Who determines its value? Are the international auction houses inflating the market? What role do the national museums and private corporations play in the commercial art world? The aim of this course is to seriously address these questions and to provide an historical overview of the art dealer system.

The main areas to be discussed are: the development of the commercial art dealer system to the present day; auction houses and their relationship to dealers and museums; collectors, collections and patronage—is it good for art? Is it good for business? the role of art critics; the Hong Kong market and the relationship between contemporary and historical art.

The course is open to anyone with an interest in the arts.

*Enrolment is limited to 30. Deadline for enrolment: September 25, 1989.*

**Fee Refund:** on being accepted for this course, teachers will be sent a half fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools.

### 107. Making friends: The Role of Supporting Societies. (1-Day Workshop).

Cherry Barnett, B.A. (Open), M.A. (City), Secretary General, The Friends of the Tate Gallery, London. *Saturday, December 2, 1989, 9.30 a.m.–5.30 p.m. Room 22, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 1 day.*

**Fee: \$135**

Every arts organisation seeks an active and interested regular audience. One of the ways to achieve this is through a supporting society, but confusion frequently occurs concerning the role of such groups. Should they be solely concerned with public relations, fund raising or educational

work for example? What should be the relationship with the arts organisation concerned? How should they be managed?

Supporting societies can play a significant role in encouraging greater public involvement with the arts. This workshop will suggest and explore the means by which this can be successfully achieved.

### **108. Funding the Visual Arts (1-Day Workshop).**

Cherry Barnett, B.A. (Open), M.A. (City), Secretary General, The Friends of the Tate Gallery, London. *Saturday, March 3, 1990, 9.30 a.m.–5.30 p.m. Room 28, Extra-Mural Town Centre, Shun Tak Centre, West Town, 9/F. 1 day.*

**Fee: \$135**

It is often taken for granted that major art galleries are wholly government funded or at least subsidised by some official body, but the emphasis—in Europe particularly—has altered recently as costs both of administration and acquisitions continue to rise. Sponsorship, supporting groups, commercial enterprises and management skills increase in importance. What effect do these changes have on public art galleries? How is the relationship between the commercial and public galleries, the artist and the public affected? What makes a successful gallery administrator? This workshop will explore current problems and discuss future implications.

**Fee Refund:** on being accepted for this course, teachers will be sent a half fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools. (*Closing date for applications: 10 days before the commencement of the course.*)

### **109. Ten Contemporary Artists.**

Eric Wear, B.F.A. (Arkansas), M.A. (Lond.), Dip. Art History (Oxon.). *Tuesdays, 6.00–7.30 p.m., starting October 3, 1989. Room 20, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 10 meetings.* **Fee: \$200**

Ten sessions, each focused on the work of one European or American two-dimensional artist. Each artist will be considered as representative of an approach to art, several of which will be shown to be in opposition to one another. In dealing with these selected individuals, the diversity and intensity of contemporary art will be emphasised.

The first sessions will cover artists who produced mature work in the 1960's and 1970's and whose work has had a formative influence on current art. Subsequent sessions will deal with artists who have received wide exposure in Europe and America during the past 5–10 years. The artists

to be discussed followed by topics, in brackets, will include:— Jean Dubuffet (neo-expressionism's roots); Joseph Beuys (conceptualism, politics); Phillip Guston (post-modernism and "pure painting"); Cindy Sherman (the language of photography). The relationship between developments in the visual arts and other art forms will be identified whenever possible. Slides, videos and films will be used to illustrate topics. No previous knowledge required. Open to anyone interested in the arts.

**Fee Refund:** on being accepted for this course, teachers will be sent a half fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools. (*Closing date for applications: 10 days before the commencement of the course.*)

### **110. Ten Contemporary Sculptors.**

Eric Wear, B.F.A. (Arkansas), M.A. (Lond.) Dip. Art History (Oxon.).  
*Tuesdays, 6.00–7.30 p.m., starting February 6, 1990. Room 20, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 10 meetings.*

**Fee: \$200**

Ten sessions, each focused on the work of one European or American sculptor. Each session will deal with the development and recent work of an individual, as well as serving to highlight particular concerns and attitudes about art that they represent. Given the great diversity of contemporary art, it is important to see these sculptors not as "leaders" of their particular field, but as strong exponents of particular ways of making and thinking about art.

After each sculptor's name the description, in brackets, indicates a general topic to discuss with his work. Sculptors to be discussed will include: Donald Judd (Minimalism in the 1970's and 1980's); Joseph Beuys (European conceptualism, sculpture and performance); Michael Hisner or Christo (Sculpture in the environment; sculpture and photographic documentation); Richard Serra (public sculpture); Tony Cragg (allegory and irony, sculpture for museums); Frank Stella (abstraction). Slides, videos and films will be used whenever possible. No previous knowledge is required. Open to anyone interested in the arts.

*Enrolment is limited to 35.*

**Fee Refund:** on being accepted for this course, teachers will be sent a half fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools. (*Closing date for applications: 10 days before the commencement of the course.*)

## **111. The History of Dance.**

Sunny Pang, B.A. (Adelphi), Choreographer. *Thursdays, 6.00–7.30 p.m., starting October 12, 1989. Room 20, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 10 meetings.*

**Fee: \$200**

The course is designed to give an historical over-view of the development of dance in the West. It traces the beginnings of dance from primitive rituals, through its various manifestations in Greek and Roman drama, its appearance in the French Court as ballet, to the development of modern dance. The viewing of films and video tapes are planned as key elements in the programme. Open to all, with or without previous dance training. Teachers of music and dance would find this course particularly valuable. *Deadline for enrolment: October 5, 1989. Enrolment is limited to 30.*

**Fee Refund:** on being accepted for this course, teachers will be sent a *half fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools.*

## **112. Theatre Now!**

Vicki Ooi, B.A. (H.K.), Ph.D. (Bristol), Senior Lecturer in English and Comparative Literature, University of Hong Kong and Director, Seals Players Foundation. *Thursdays, 6.00–7.30 p.m., starting February 1, 1990. Room 20, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 5 meetings.*

**Fee: \$110**

What's new this season? This is a candid look at what's happening on the American & European Stage, as well as a passing glance at what's dominating the alternative theatre scene today.

Intended as a basic introduction to the major trends in contemporary theatre. It will link dramatic theory to the innovations in performance technique and stage design created by dramatists such as Chekhov, Shaw, Brecht and Pinter.

The course is open to arts administrators, to teachers with a special interest in English and drama and to those who wish to keep generally informed.

*The deadline for enrolment will be: January 26, 1990.*

**Fee Refund:** on being accepted for this course, teachers will be sent a *half fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools.*

### **113. Professional Stage Make-up (5 workshops).**

[ 專業舞台化粧 ( 五天課程 ) ]

Kago Momoyo, B.Design (Bunka-Tokyo), Dip. Fine Art, Dip. Cosmetology (Paris), Guest Lecturer in Design, Hong Kong Polytechnic. *Saturdays 2.00-6.00 p.m., starting September 30, 1989. Room 206, Runme Shaw Building, University of Hong Kong. 5 meetings.*

**Fee: \$320**

Designed for all those interested in professional stage make-up and especially suitable for those in the arts, entertainment, film, design and beauty industries. Topics include: the chemistry of cosmetics; facial bone structure; character analysis and the art of application. Demonstrations are a key element and will deal with: corrective make-up; main actress and actor make-up; middle-aged make-up; fantasy make-up; special effects. Students are expected to practise on models at each session. An additional fee of \$150 for materials will also be charged.

*Maximum No. of Students: 20.*

*Medium of instruction: Cantonese and English.*

*Deadline for enrolment: September 20, 1989.*

**Fee Refund:** on being accepted for this course, teachers of music, dance, English & drama will be sent a half fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools.

### **114. Advertising Agencies and Arts Organisations: Working Together ( $\frac{1}{2}$ -day workshop).**

Michael Cooper, B.A. (East Anglia), Media Director, Saatchi and Saatchi Advertising. *Saturday, 10.00 a.m.-1.00 p.m., starting November 4, 1989. Room 22, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 1 meeting.*

**Fee: \$65**

The concept of an arts organisation availing itself of the services of an advertising agency is a relatively new one. It's still met with grave suspicion in many quarters. Much of the mistrust may be based on a genuine ignorance of what advertising agencies actually do and how they do it. This workshop will attempt to explain how agencies can fulfill a worthwhile role in helping arts organisations build bigger audiences. Topics to be discussed include:— How an advertising agency works; the media buyer; the creative team; the account executive; agency costs; how an agency can help; the media planning and buying process; how to choose an agency.

Case studies and examples of work in which Saatchi and Saatchi have been involved, will be used whenever possible. *Deadline for enrolment: October 28, 1989. Enrolment limited to 40.*

## **115. Applying for Sponsorship (1-Day Workshop).**

John Duffus, M.A. (Aberdeen), Arts Director, Pacific Images Ltd. *Saturday, January 6, 1990, 9.30 a.m.–5.30 p.m. Room 11, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 1 day.*

**Fee: \$135**

To get sponsorship in the first place, you need to approach companies with proposals that are attractive, well-researched and argued, with your requirements stated on the one hand and what you can offer on the other, and this needs to be attractively presented, submitted to the right person and most importantly, submitted in good time. This workshop aims to assist those concerned with sponsorship and covers the formulation and presentation of applications and the compilation of supporting documents, such as feasibility studies and budget forecasts. An important consideration will be students' own interests.

## **116. Applied Computer Graphics for the Arts & Media: An Introduction.**

John Bradford, B.Arch. (V.P.I.), M.Arch. (V.P.I. & State), Lecturer in Architecture, University of Hong Kong. *Tuesdays, 6.30–8.00 p.m., starting February 6, 1990. Room 427, Knowles Building, University of Hong Kong. 8 meetings.*

**Fee: \$460**

Although many applications are still considered experimental, computer graphics is an established communication medium for designers and illustrators in many fields.

Through a series of seminars and workshops, students in the course will be able to explore 2-dimensional and 3-dimensional computer graphics

The emphasis will be on the production of computer generated images rather than the technical aspects of graphic representation via computer.

Prospective students are expected to have a prior knowledge of conventional graphic techniques and terminology, and enrolment will be strictly limited to ensure that all participants have adequate access to necessary equipment.

*A small fee for materials may also be charged. Enrolment will be limited to 6.*

### 117. Fashion Design in Vogue (5 workshops).

(流行時裝設計 (五天課程))

Kago Momoyo, B. Design, (Bunka-Tokyo), Dip. Fine Art, Dip. Cosmetology (Paris). Guest Lecturer in Design, Hong Kong Polytechnic. Saturdays, 2.00-6.00 p.m., starting November 11, 1989. Room 206, Runme Shaw Building, University of Hong Kong. 5 meetings.

Fee: \$310

Designed for all those who wish to develop their interest or pursue a career in the fashion industry. Topics include history of fashion design, 20th century design, famous designers; figure drawing; fashion sketches; fabrics; colour schemes; the techniques of illustration. Students will be expected to do a substantial amount of home-work in order to produce a fashion collection for this coming season. Video-tapes and slides will be key elements in the programme.

*Pre-requisite: Students are expected to have some basic knowledge of drawing.*

*Medium of instruction: Cantonese and English.*

#### **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.

#### **報名從速**

報名人數是本部得悉外界對本部課程的反應的唯一途徑。報名人數不足，可能導致有關課程延期舉行甚至被迫取消。敬希有志修讀本部課程者從速報名。

# Biomedical & Health Science

Staff Tutor: Sarah S. C. Hui, Telephone 5-8592793

## 121. 營養與健康 (Nutrition and Health)

主講人：許惠卿小姐，B Sc, Dip in Diet, M T S

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17室（信德中心西翼九樓）

時間：一九八九年十月三日起每星期二下午六時十五分至七時四十五分

全期學費：三百元（共十二講）

本課程將從多方面講解營養知識，指導學員了解市面上各種食物與身體健康的關係，以致在物質富庶，講飲講食蔚然成風的香港食得合宜，吃得健康。

課程內容包括：主要食物的營養；嬰兒、幼童、青少年、孕婦、成人及老人的飲食餐膳設計；食物選購及貯存；保持天然營養之烹調法和飲食常見的偏嗜與誤解等問題。

本課程適合一般市民、社工、家長、教師、醫護人員及與營養健康有經常接觸的工作者選讀。

（本課程與楊震社會服務中心合辦）。

## 122. 日常醫學知識 (Short Course in General Medical Knowledge)

主講人：香港醫學聯會會員 (Member of the Federation of Medical Societies of Hong Kong)

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17室（信德中心西翼九樓）

時間：一九八九年十月六日起每星期五下午八時至九時三十分

全期學費：四百五十元（共十七講）

在日常生活中我們常接觸到某些疾病或與健康有關的問題，一般人可能由於缺乏普通醫學常識往往會不知所措及產生恐慌。本課程是由香港大學校外課程部與香港醫學聯會合辦。目的是幫助各學員認識一些常見的疾病的成因和處理方法；介紹及討論一些新的醫學知識及一些在香港常接觸到的健康衛生問題。

本課程內容包括：呼吸系統病徵；麻醉藥安全問題；吸煙與健康；牙齒疾病的預防；皮膚護理；家庭醫生的理解；貧血；小兒發燒；腎病的起因與治療；頭痛；頭部創傷；創傷與骨科治療；兒童常見的傳染病；失眠；關節炎；運動與健康；及尿結石之成因和最新治療法。

本課程共分十七講，由十七位醫學專業人士用中文講解。課程適合醫護人員，家長，教師及一般對醫學及衛生常識有興趣的人士修讀。

### **123. 美容及化粧品學 (Skin Care & Cosmetic Science)**

主講人：蒙豪堅先生，B.Sc., Pharm. ( Leicester ), M.P.S.,  
M.R.S.H., M.I.P.Pham.M.

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11室（信德中心西翼九樓）

時間：一九八九年十月六日起每星期五下午八時至九時三十分

全期學費：二百五十元（共十講）

本課程旨在介紹美容護膚之要訣及化粧品對皮膚結構與功能之影響。內容包括化粧品的歷史與近代的發展；皮膚結構，功能及各類化粧品對此二者所引起之影響；頭髮與皮膚之護理；常見之皮膚不正常現象及其處理方法，香水之合成與選擇；指甲，牙齒與足部護理之用品，化粧品引起之皮膚敏感；電子美容儀器之介紹及其效果；整容手術及其他美容新科技等等。本課程適合美容及髮型師或對化粧品有興趣之人士參加。

### **124. 眼疾的最新治療方法 (Recent Advances in Ophthalmology)**

主講人：周伯展醫生

地點：香港大學邵逸夫樓206室

時間：一九八九年十月十六日起每星期一下午八時至九時三十分

全期學費：二百一十元（共六講）

本課程為醫護人員或對眼睛護理有特別興趣的人士而設，旨在介紹常見的眼疾及其最新的治療方法，內容深入淺出，包括：（一）白內障：人工晶體及激光治療法；（二）視網膜病：激光及玻璃體切除術。（三）青光眼：激光及植入管治療法，（四）斜視眼：可調縫法及臘腸毒治療法，（五）近視眼：角膜手術及其療效等。

**125. 常見疾病之生理現象及藥物療理  
(Physiological Changes in Common Diseases and their Drug Treatment)**

主講人：李國明先生，B. Sc. Pharm. (Manc.), M.R. Pharm. S.

陳志剛先生，B. Sc. Pharm (Liv.), M.R. Pharm. S.

地點：香港大學鈕魯詩樓721室

時間：一九八九年十月十一日起每星期三下午六時十五分至七時四十五分

全期學費：二百三十元 (共八講)

本課程將簡淺地介紹一些常見的疾病，其症狀、成因病理反應和藥物治療的基本原理。內容包括發燒、失眠、高血壓、哮喘、肺結核、胃潰瘍及糖尿病等疾病。

這課程適合一般對生理和藥物療理有興趣的人士修讀。

**126. 人體心血管循環系統的生理與疾病  
(Physiology and Disorders of Human Cardiovascular System)**

主講人：王紀慶醫生，(香港大學醫學院生理系高級講師)

地點：香港大學鈕魯詩樓721室

時間：一九八九年十月十一日起每星期三下午八時至九時三十分

全期學費：二百五十元 (共十講)

社會愈見進步，生活水準日漸提高，衛生條件也有所改善，但心血管疾病的病發率反而相對的增高了，其中的原因很多。豐富的營養加上體力活動的減少，養尊處優引起了脂肪的積聚，煙酒的刺激，精神的負擔都是加速了心血管疾病的成因；心臟突然停止跳動往往是猝死的原因之一。長期的緊張生活往往誘發高血壓引起不同器官的病變以及心肌肥大，最後導致心力衰竭的心臟病等等。本課程主要介紹心血管循環系統的解剖，生理，病理，藥理以及心臟血管疾病方面的知識，由淺入深做一個比較全面的介紹，使參加者對自己的心臟血管循環系統有更進一步的了解。

本課程為大專以上程度，特別對講授生物學的教師，衛生療養與護理方面的工作人員將有更大的幫助，同時也歡迎各階層人士參加。

## 127. 視軸矯正學 (Basic Orthoptics in Ocular Motility Defects)

主講人：陳誕華先生，B Sc., Dip App. Sc, (Orthoptics), DAO

地點：香港大學校本部大樓142室

時間：一九八九年十月十一日起每星期三下午六時十五分至七時四十五分

全期學費：二百三十元 (共八講)

香港環境稠密，兒童視力的發育及睛睛健康已成為保健中重要的一環，父母及教師若能具備普通的眼睛常識，便能適當地預防及避免一些先天性或後天性弱視的成因。

本課程將握要地闡述眼球及眼肌的構造，正常視力發展過程，雙眼共視能力的成長與加強弱視成因及矯正方法，成人因隱性斜視或不強健眼肌造成的不適及其視軸運動與光學的補救，常見的眼疾及其認識等。

本課程適合任何對視軸矯正及兒童視力保健有興趣的人士參加。

## 128. Certificate Course in Pharmacology and Pharmaceutical Management.

The Department of Extra-Mural Studies in conjunction with the Hong Kong Association of The Pharmaceutical Industry will offer the Certificate Course in Pharmacology and Pharmaceutical Management. This programme is particularly of interest to staff working in the pharmaceutical industry and related fields. Individuals who find this course beneficial may also apply. *For further details and for special enrolment forms, please contact Miss C. Ho, Department of Extra-Mural Studies, University of Hong Kong. 5-8592793.*

## 129. Short Course in Geriatric Medicine.

Members and invited speakers of the Hong Kong Geriatric Society. *Mondays, 8.00-9.30 p.m., starting October 2, 1989. Room G4, James Hsioung Lee Science Building, University of Hong Kong. 15 meetings.*

**Fee: \$420**

With rapid increase in the elderly population in Hong Kong, there has been much demand for medical knowledge of the elderly. The disease nature and the response to treatment of the elderly vary a great deal. The present course will serve to provide a fundamental geriatric knowledge for specialists working in the field of elderly services, especially those involved in the health care of the elderly.

The general aim of the course is to provide the elderly health care workers

with an opportunity to study the fundamental concepts of geriatric medicine and practical skills in the care of the elderly in hospitals and the community. The course will consist of lectures on the following topics: introduction to geriatric medicine and theories of aging, non-specific presentation of illnesses in the elderly, nutrition, common neurological disorders, cardiovascular diseases and the blood pressure, bed sores and decubitus ulcer, disorders of the skeletal and locomotive system, falls, accident and incontinence, drug therapy in the elderly, the day hospital & social support for the elderly patient, psychogeriatrics, nursing of the elderly patients, the health nurse and the elderly patient, physiotherapy and exercises of the elderly and the activities of daily living in the sick elderly. Lectures will be delivered by geriatricians, psychiatrists, nursing and health nursing officers, physiotherapists and occupational therapists.

This course, organised in conjunction with the Hong Kong Geriatric Society, is most helpful to doctors, nurses, physiotherapists, occupational therapists, social workers and other medical and health workers involved in the care of the elderly.

### **130. Current Drug Therapy I**

Stephen W. C. Tang, B.Sc.Pharm. (Oregon). *Fridays, 6.15–7.45 p.m., starting October 6, 1989. Room 11, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings.*

**Fee: \$300**

With the advent of more effective and relatively safe drugs, doctors today are better equipped in the treatment of diseases. The objective of this course is to introduce the current use of drugs in the prevention and treatment of human diseases. This series of talks will include drug therapy on disorders of the cardiovascular, respiratory, gastrointestinal, central and peripheral nervous systems. The use of antibiotics, cold and cough medicines as well as vitamins will also be discussed.

This course is intended for nurses, dispensers, sales representatives or executives, and technicians engaged in the pharmaceutical industry and retail pharmacy. Others, such as other paramedical workers and graduate science teachers may also find it interesting and beneficial.

### **131. Know More About Over-The-Counter Drugs.**

David Y. W. Leung, B.Pharm.Hons. (Queensland), M.A.P.S. *Mondays, 6.15–7.45 p.m., starting October 16, 1989. Room 206, Run Run Shaw Building, University of Hong Kong. 10 meetings.*

**Fee: \$250**

People often turn to self-medication for minor ailments, but it is important that they understand the therapeutic effects and recognise the toxic side-effects of the drugs sold to them.

The object of this course is to introduce the concept of choosing over-the-counter (OTC) drugs which will match with the patient conditions and are safe for self medication. The series of topics will include antacids, laxatives, diarrhoeal remedies, haemorrhoidal preparations, anthelmintics, internal and external analgesics, antihistamines, nasal decongestants, topical oral antiseptics and mouthwashes, common cold remedies, antitussives, vitamin and mineral supplement, baby care products and sunburn remedies. The causes and symptoms of the minor ailments relating to the topics will also be discussed.

This course is intended for dispensers, sales representatives and technicians engaged in the pharmaceutical industry and retail pharmacy. The general public may also find it interesting and beneficial.

### **132. Dialysis and Renal Transplantation.**

C. P. Ho, M.B., B.S. (H.K.), M.R.C.P. (U.K.), and Y. T. Chan, M.B., B.S. (H.K.), F.R.C.S. (Ed.), F.R.A.C.E. *Wednesdays, 8.00–9.30 p.m., starting: October 18, 1989, Room 142, Main Building, University of Hong Kong. 5 meetings.*

**Fee: \$200**

The treatment of patients suffering from end-stage renal diseases includes haemodialysis, peritoneal dialysis and kidney transplantation. This course will cover common causes of kidney failure in Hong Kong, haemodialysis & C.A.P.D. and medical and surgical aspects of renal transplantation. It is intended to be an introductory course for people interested in dialysis and transplantation, and will be conducted in Cantonese, supplemented by slides in English. Intending students should have basic knowledge of biology.

### **133. 生育須知 (Understanding Fertility and Sterility)**

主講人：余若星醫生，M. B., B. S. (H.K.), M. R. C. O. G. (Lond.)

地點：香港大學校外課程部市區中心13室（信德中心西翼九樓）

時間：一九八九年九月廿一日起每星期四下午七時至九時

全期學費：二百元（共六講）

本課程旨在增加一般市民對成孕及生育的知識，以深入淺出的形式介紹人工受孕的科學和矯正不育現象的方法。內容包括避孕及生育須知，選擇嬰兒的性別，人工受孕及試管嬰兒，妊娠期的變化及應付方法等。

本課程特別適合計劃生育的男女選修。

*See also:*

### **835. Development of Kidney Stones (Urolithiasis). (Page 230)**

# **Business Studies**

*Staff Tutor: S. M. Ma, Telephone 5-8592783 / 5-8584565*

## **Professional Programme in Accounting**

### **Introduction**

This programme provides professional training in accountancy for students who are holding appropriate post-secondary or equivalent qualifications. The programme comprises a range of modules (or subjects). On completion of a required number of modules, students will be awarded a Certificate in Professional Accounting.

### **Professional Recognition**

The programme curriculum is designed in conjunction with the Certified General Accountants' Association of Canada (CGA-Canada). Students completing the requisite modules approved by CGA-Canada will be deemed to have satisfied the education requirement of the CGA Association and will be eligible for the Canadian professional accounting designation 'CGA' provided they also satisfy the practical experience requirement of the Association. If the CGA designation is desired, prospective students should also enrol at the same time with the CGA Association as a CGA student. This can be achieved by so indicating on the application form for enrolment (see Application Procedure).

### **Entry Requirement**

An applicant shall possess *one* of the following qualifications:

- (1) The EMS Diploma in Accounting (a three-year course to be launched in September 1989);
- (2) A recognised university degree in accounting or a related subject;
- (3) A professional/higher diploma in accountancy from the Hong Kong Polytechnic or City Polytechnic;
- (4) A diploma in accountancy from Baptist College or other equivalent post-secondary institutions;
- (5) Completion of ACCA level 2 or equivalent.

A prospective student with qualifications slightly below the prescribed ones may be admitted to the programme upon completion of certain pre-requisite subjects.

## **Syllabus**

A student will be required to complete up to eight of the modules listed below. The requisite number of modules shall depend on the previous studies of the student (see *Exemptions*) and shall be specified by EMS at the beginning of the programme.

The modules offered by EMS will cover the required subjects at the advanced levels (Levels 4 and 5) of the CGA study programme. Those students aiming for the CGA designation should apply to the CGA Association for an evaluation of exemption status prior to enrolment in this programme and submit the evaluation result with their enrolment application. Students should allow at least three weeks for the evaluation process. In this way, EMS can ensure that they take the appropriate modules from the following range offered. A special form for CGA evaluation is contained in the pamphlet: *CGA Hong Kong Program—General Information 1989/90* obtainable from the EMS Department.

- (1) Canadian Taxation
- (2) Fundamentals of Auditing and Audit Case
- (3) Advanced Systems
- (4) Advanced Finance
- (5) Management Auditing
- (6) Management Accounting
- (7) Financial Accounting
- (8) Advanced Auditing
- (9) Advanced Financial Accounting

In addition, the student may be required to complete a self-study course of microcomputer (Microcomputer Tutorials). Should the course be required, a set of distance learning course materials for the Microcomputer Tutorials will be supplied free of charge when the student enrols in the programme for the first time. The course is non-examinable and should be completed prior to commencement of the programme.

## **Exemptions**

Exemption from certain modules shall be granted to students with appropriate qualifications.

## **Award of the Certificate in Professional Accounting**

A student shall be awarded the Certificate provided that he

- (a) complete at least 80% of the assignments in each module;
- (b) pass the examination on each module; and
- (c) satisfy the tutor in charge with his attendance at the lectures.

## **Teaching**

There will be three terms of 13 weeks each in an academic year. The first term (fall) starts in Mid-September, the second (winter) in December, and the third (spring) in March. Classes will take place during weekday evenings and/or weekends.

## **Application Procedure**

Complete and return to EMS a special application form for enrolment in the 'EMS Professional Programme in Accounting'. The closing date for application is *October 23, 1989 for Term 2*, and *February 5, 1990 for Term 3*, but students are encouraged to apply early as places will be limited. Application forms can be obtained from:

1. Extra Mural Department University of Hong Kong University Main Building, G/F Pokfulam Road Hong Kong Tel: 5-8592783	2. Extra-Mural Town Centre Shun Tak Centre West Tower, 9/F 200 Connaught Road Central, Hong Kong Tel: 5-8584565
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## **Fees**

The course fee for 1989/90 is calculated at **HK\$2,500** per module and includes:—

1. Provision of distance learning materials;
2. A set of textbooks;
3. Lectures;
4. Marking of course assignments;
5. Examination; and
6. One supplementary examination at no extra cost.

Course fees are not refundable except where the module is over-subscribed or cancelled.

## **Diploma Programme in Accounting**

### **Introduction**

The programme is a three-year part-time diploma course that will provide students with a solid foundation in accountancy education. The subjects within the course are so designed that holders of the Diploma can seek exemptions from various professional examinations. At present the

Certified General Accountants' Association of Canada (CGA-Canada) has agreed to grant exemption to holders of the Diploma from level I to III plus Auditing 1 in the CGA study programme. Exemption from the examinations of other professional accountancy bodies will continue to be sought with a view to obtaining the maximum professional recognition for the graduates.

Moreover, the subjects are so designed that they are comparable in both content and academic standards to courses at the first levels of undergraduate degree programmes. This feature will facilitate accreditation to be given by overseas universities or other tertiary institutions.

### **Programme Structure**

The programme shall extend over three years of part-time study and shall include instruction and assessment in the following subjects.

<b>151.</b>	<b>Year I</b>	Basic Accounting Law Economics Statistics
<b>152.</b>	<b>Year II</b>	Intermediate Accounting I Intermediate Accounting II Cost Accounting Financial Management
<b>153.</b>	<b>Year III</b>	Computer Systems Auditing Accounting Theory Taxation

A student must complete or be exempted from all subjects in any given Year before he or she is allowed to proceed to the following Year.

Each subject comprises 30 hours of lecture extending over ten lecture sessions. Students shall be required to submit several assignments. Assessment shall be based on the assignments and a final examination.

### **Entry Requirement**

Applicants should possess at least two passes at advanced level and three passes at ordinary level of which one must be in English. However candidates over 23 years of age may be admitted on the basis of 5 'O' level passes under the mature-student category. A recognised university degree or a diploma from a recognised post-secondary institution shall also satisfy the entry requirement.

## **Exemption**

Exemption from relevant subjects may be granted to prospective students who have completed courses of equivalent content and level taken at recognised post-secondary institutions or professional examinations. No exemption shall be given to more than Year I and half of the Year II curriculum so that students must enrol for at least 2 years before the award of the Diploma.

Depending on sufficient enrolment, students holding the appropriate exemptions may be allowed direct enrolment into Year Two in 1989/90. These students may be able to complete the studies in two academic years.

## **Award of the Diploma in Accounting**

A student shall be awarded the diploma provided that for each of the subjects (other than those in which exemptions have been granted) he or she

- a) completes the required course assignments;
- b) passes the relevant examination; and
- c) satisfies the examiners with their attendance at the lectures.

## **Teaching**

Teaching for the 1989/90 academic year will commence in October 1989 and finish by May 1990. Classes will be held twice a week in the evenings or Saturday afternoons.

## **Application Procedure**

Complete and return to EMS an application form specially designed for the Diploma Programme in Accounting. The closing date for application is September 16, 1989, but prospective students are encouraged to apply early as places are limited. Admission will be on a first-come-first-served basis. The application form can be obtained from:—

1. Extra Mural Department  
University of Hong Kong,  
University Main Building, G/F.,  
Pokfulam Road,  
Hong Kong  
Tel: 5-8592783
2. Extra-Mural Town Centre  
Shun Tak Centre,  
West Tower, 9/F.,  
200 Connaught Road,  
Central, Hong Kong  
Tel: 5-8584565

## **Fees**

An Annual course fee is payable by the student. The annual fee is **HK\$7,500** for the 1989/90 academic year and is payable in two instalments. The

**first payment of \$3,750** must be paid upon the receipt of an official notice of admission. The **second payment of \$3,750** will be payable around January 1990 upon the receipt of a demand note.

There is a **\$20** application fee to be submitted with the application for enrolment. The application fee will be used to cover the cost of processing and is non-refundable.

#### **154. 中國對外經濟貿易：政策、法律與實務〔與中山大學合辦之高級文憑課程〕(Diploma Course in China Trade and Investment)**

(一)宗旨：本課程專為大學畢業或具有同等學歷、資深的企業家或政府官員而設。目的在於從高層次研討中國自改革、開放以來，在對外貿易和經濟合作方面的成效與問題，現行的體制、政策和法律，以及對中國進行貿易和投資的操作技巧。學員不僅接受課堂教學，並且安排與內地官員會晤及到各有關單位訪問，作直接溝通。從而做到理論密切結合實際，去了解如何展開對中國貿易及投資，以取得良好的經濟效益。

(二)課程內容：(甲)中國經濟體制改革和對外經濟與貿易的回顧與展望；(乙)中國對外貿易的體制、政策、法律與實務；(丙)中國對外經濟合作的體制、政策、法律與實務。

(三)授課時間與教學方式：一九八九年十月至一九九〇年二月，總課時為100小時，其分配與教學方式如下：(甲)在香港上課60小時，系統講授上述內容。其三個部份的課時比例為10：25：25。即每週上課兩次(在星期二晚上和星期六下午，共6小時，三個月內(10週、20次)講完。(乙)赴廣州調查、洽談計20小時。包括出席廣東省及廣州市外經貿部門負責人主持的招待會，進行面談；外經貿部門專家業務諮詢；考察外貿公司、「三資」企業和「三來一補」企業，並與有關人士洽談。(丙)習題、論文、研討和考試，計20小時。

(四)用粵語講授。

(五)講授人：張志錚教授(中山大學經濟系講座教授、經濟特區與港澳經濟研究室主任、廣東省經濟學會副會長)

(六)證書：全部課程結束，學員考試合格，由香港大學校外課程部與中山大學成人教育學院聯合頒發專業證書。

**Courses Nos. 155 to 163** are designed to be of assistance to those preparing for the examinations of the Chartered Association of Certified Accountants, the Hong Kong Society of Accountants, the Chartered Institute of Management Accountants, the Institute of Chartered Secretaries and Administrators, and the London Chamber of Commerce and Industry.

*The courses are a complement to, not a substitute for, correspondence courses. The courses have been designed on the assumption that all participants are serious students and will undertake all homework as set by tutors. Students should make their own arrangements for sitting the relevant examinations.*

### **155. Auditing for Examinations.**

*Wu Wai-yee, F.C.C.A., A.H.K.S.A. Fridays, 6.00-8.30 p.m., starting September 1, 1989. Room 20, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 14 meetings.*

**Fee: \$560**

This course is intended for those who are aiming for the December 1989 ACCA/HKSA examination, paper 2.1. The course will cover the nature, purpose and general principles of auditing, the concept of internal control and the system base audit approach, audit planning control and documentation, audit of transactions, audit evidence, audit working papers, the verification of assets and liabilities. Other topics to be studied are audit guidelines on client stock-taking, post balance sheet action, legal matters and liabilities, the audit report, computer system audit, law on distribution of profit and the audit committee.

*Note: Instruction will be given in Cantonese supplemented with English where appropriate.*

### **156. Company Law for HKSA Accountancy Students.**

*Tsang Yu-hei, M.B.A. (UEA), F.C.C.A., A.C.I.S., A.H.K.S.A., C.P.A. Saturdays, 2.00-4.30 p.m., starting September 9, 1989. Room 141, University Main Building. 14 meetings.*

**Fee: \$560**

The course is intended for students preparing for the June 1989 ACCA/HKSA examination paper 2.2. Topics to be covered include: the elements of incorporating a company limited by shares, classes of shares and loan capital, creation of debenture and powers of trustees for debenture holders, rights and liabilities of company officers, law of meetings, rights of shareholders, reconstructions and amalgamations, and procedures of liquidation and dissolution.

*Note: Instruction will be given in Cantonese supplemented with English where appropriate.*

### **157. Introduction to Hong Kong Taxation.**

Chan Siu-pang, A.C.C.A., A.H.K.S.A., F.A.I.A., R.A.S., F.A.A.I., M.B.I.M., A.T.I.H.K. *Saturdays, 2.00–3.30 p.m., starting September 16, 1989. Room 28, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings.*

**Fee: \$290**

The primary objective of this course is to provide a general introduction of Hong Kong taxation to the students. It would be suitable for those who have to study at the intermediate level of the relevant professional examinations. Executives who need a basic knowledge on the subject would also find this course useful. Special emphasis will be placed on tax computation. The major areas of Hong Kong taxation will be covered: salaries tax, property tax, interest tax, profits tax, personal assessment, and depreciation allowance.

*Note: Instruction will be given in Cantonese supplemented with English where appropriate.*

### **158. Management Accounting.**

K. Y. Fong, B.B.A., M.B.A. (Simon Fraser). *Saturdays, 4.30–6.00 p.m., starting September 23, 1989. Room 141, University Main Building. 12 meetings.*

**Fee: \$290**

The course is designed to guide the development of a coherent framework for the analytical techniques and behavioural concepts employed in management accounting. It will also serve as a revision course for students who are sitting for the examinations of ACCA/ICMA/HKSA in management accounting. It is expected that the students will have previously studied elementary costing. Topics selected for discussion are: cost behaviour and estimation, budgets and budgetary control, variance analysis and investigation models, performance evaluation and control, transfer pricing and information for decision making.

### **159. Advanced Accounting Practice and the Regulatory Framework of Accounting.**

To Pak-lam, C.P.A., F.C.C.A., A.H.K.S.A., M.B.I.M. *Saturdays, 2.00–5.15 p.m., including a break period of 15 minutes, starting September 2, 1989. Room 17, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 16 meetings.*

**Fee: \$720**

This course is suitable for: A.C.C.A. students; those who have attained L.C.C. higher accounting or equivalent and who wish to advance their accounting knowledge; and those who have to prepare, interpret or audit company accounts and who wish to have a thorough understanding of company accounts.

The A.C.C.A. syllabus of Level 2 papers 8 and 9 will be followed. Because of the considerable overlap between the two subjects, students are advised to take both subjects at the same time. The topics selected for discussion in detail at an advanced level are: the accounts of limited companies including group accounts and the accounting treatment of associated companies, requirements of Companies Act and Companies Ordinance, all statements of standard accounting practice in H.K. and U.K., current cost accounting, earnings per share, leasing and hire purchase, mergers and acquisitions, deferred taxation, capital reorganisation and reconstructions, statement of changes in financial position for group companies, piecemeal realisation of partnership, contract account, investment account with income tax complication, interpretation of accounts.

Appropriate textbooks and practice manuals will be recommended to reduce the need for note-taking to a minimum.

### **160. Business Financial Management.**

David T. W. Wong, M.B.A. (Durham), A.C.C.A. *Saturdays, 4.00–6.00 p.m. starting September 16, 1989. Room 23, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings.*

**Fee: \$390**

This course is suitable for students studying for paper 3.2 of the ACCA/HKSA examinations. Others who wish to have a thorough understanding of financial management in businesses, and already have a basic knowledge of accountancy, may also find it useful. The main focus will be on: capital structure, cost of capital, and dividend policies; capital expenditure and investment decisions, discounted cash flow, risk and uncertainty, capital rationing, project ranking, inflation, and lease versus buy decisions; management of cash, creditors and inventory. Other topics include portfolio theory and share price valuation.

### **161. Foundation Accounting.**

Teresa Ho Miu-hing, B.B.A. (C.U.H.K.), A.C.C.A. *Mondays, 6.30–9.15 p.m., starting September 11, 1989. Room 142, University Main Building. 13 meetings.*

**Fee: \$540**

This course covers most of the topics in the syllabus for level 1 of the ACCA/HKSA examinations. The main areas of study will be: introductory topics in accounting and the accounting equation; books of prime entry and book-keeping; manufacturing, trading and profit and loss accounts, balance sheets and related adjustments and provisions; bank reconciliation statements; final accounts for sole trader and partnerships; incomplete records; accounting for non-profit-making organizations; introduction to the financial framework of limited companies including the issues of shares

and debentures, increase and reduction in capital and simple final accounts for internal uses.

*Note: Cantonese will be used in the classroom supplemented with English where appropriate.*

### **162. Intermediate Accounting.**

Kitty S. H. Kan, B.B.A., M.B.A. (C.U.H.K.). *Saturdays, 2.00–4.30 p.m., starting September 2, 1989. Room 21, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 16 meetings.*

**Fee: \$600**

The course completes the coverage of the syllabus of Second Level Bookkeeping and Accounts (formerly Intermediate Bookkeeping) of the LCC & I examination. In particular, it presents the principles and treatments for partnerships and limited companies, bills of exchange, consignment accounts, joint venture accounts, instalment sales and hire purchase accounts, branch accounts, investment accounts, contract accounts, control accounts, incomplete records and single entry, the valuation of stock, depreciation, accounting for non-profit-making organizations and goodwill. This course is especially suitable for those who sit for the relevant LCC & I examination. Appropriate textbooks will be recommended to reduce the need for note-taking to a minimum.

Applicants should have a basic knowledge of elementary bookkeeping.

*Cantonese will be used in the classroom supplemented with English where appropriate.*

### **163. Higher Accounting.**

Chan Siu-pang, A.C.C.A., A.H.K.S.A., F.A.I.A., R.A.S., F.A.A.I., M.B.I.M., A.T.I.H.K. *Saturdays, 3.30–6.00 p.m., starting September 2, 1989. Room 28, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 14 meetings.*

**Fee: \$560**

This course is useful to those studying at the intermediate level of the professional accounting or company secretarial examinations. It also covers many of the major topics in the L.C.C. Higher Accounting examination. Topics to be covered include branch accounts, instalment and hire purchase accounts, cash budgeting and pro forma financial statements, ratio analysis and interpretation of accounts, group accounts, and statements of changes in financial position. An introduction to the Statements of Standard Accounting Practice (SSAP's) will also be given.

*Note: Instruction will be given in Cantonese supplemented with English where appropriate.*

#### **164. Introduction to Stock and Index Futures Markets.**

Leung Sei-fai, B.A., M.A. (Washington State). *Wednesdays, 6.00–7.45 p.m., starting December 6, 1989. Room 11, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings.* **Fee: \$360**

This course will cover the basic knowledge of trading in the stock and index futures markets. It is aimed at aspiring brokers about to enter the field as well as investors, who would like to broaden their knowledge of the trading mechanism and techniques. Topics to be discussed comprises mechanism of the stock and index futures markets of Hong Kong, warrants, index futures, Hang Seng Index and Hong Kong Index, fundamental analysis of economic and non-economic factors, identifying market news, technical analysis and charting, portfolio selection and computer assisted decision making, and buying and selling strategies.

*Note: Cantonese will be used in the classroom supplemented with English where appropriate.*

#### **165. Corporate Banking and Finance in Practice.**

Eric Chiu, B.B.A., M.B.A (C.U H.K.), A.C.I.B., P.Adm. (Canada), A.C.I.S. *Thursdays, 6.15–8.15 p.m., starting September 21, 1989. Room 12, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings.*

**Fee: \$390**

The course is designed to provide a thorough understanding of issues in corporate banking and finance. It covers potential credit risk assessment, interpretation and analysis of corporate financial statements, structure of corporate credit facilities, examination of the causes and symptoms of corporate failure, capital structuring, sources of finance and funding arrangements, investment appraisal techniques, and foreign exchange risk management.

*Note: English will be used in the classroom supplemented with Cantonese where appropriate.*

#### **166. Securities Analysis.**

Albert K. H. Poon, B.B.A. (UEA), M.Sc. (Bath). *Thursdays, 8.20–9.50 p.m., starting September 21, 1989. Room 12, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings.* **Fee: \$310**

The primary objective of this course is to provide students with a basic knowledge of securities analysis. Students will be exposed to the basic analytical techniques frequently used in evaluating stocks and other marketable securities. Topics will include: the elements of stock analysis fundamental analysis, technical analysis and charting, pricing of bonds

and warrants as well as hedging and arbitrage. Students are expected to have some commercial experience.

*Note: Instruction will be given in Cantonese supplemented with English where appropriate.*

### **167. 小型企業策劃和管理 (Small Business Management)**

主講人：區啟昌先生，B.A. (York)

地點：香港大學校本部大樓121室

時間：一九八九年九月十三日起每星期三下午六時至七時五十五分

全期學費：四百元 (共十二講)

本課程旨在介紹實際和活動性的商業管理技巧，以便應用於一般性之小型企業。本課程共分為四部份：(甲)小型企業之創辦：論及如何審查、選擇及投資小型企業之準備工作。(乙)小型企業之財務策劃：介紹會計紀錄、損益兩平分析、毛利分析、現金流轉折現分析、基本預算法、現金管理及借貸、租與買的分別。(丙)小型企業之法律淺識：合夥經營、有限公司、契約法、貨物買賣、代理、僱傭條例。(丁)企業管理之功能。

**Fee Refund:** on being accepted for **Courses Nos. 168 to 172**, students who are employed full-time in relevant occupations will be sent a half-fee refund application form, which they should forward to the Vocational Training Council. Those who successfully complete the course will then be eligible for a half-fee refund from the Council. (Closing date for enrolment for refund students: 10 days before the commencement of the course.)

### **168. Basic Auditing.**

Elton Y. K. Tam, B.Soc.Sc. (H.K.), A.C.C.A., A.H.K.S.A. *Fridays, 8.30–10.00 p.m., starting September 22, 1989. Room 20, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 10 meetings. Fee: \$260*

This is an introductory course for those with *no* knowledge of auditing. It is suitable for those just starting work in this field and particularly for businessmen who need to liaise with auditors. The aim of it is to provide an understanding of modern practical audit techniques on financial statements. Various types of audit opinions expressed on financial statements will be explored and the impact on financial statement interpretation will be elaborated. Beginning with principles of auditing, the course will survey existing traditional auditing techniques and take a brief look at recent developments such as computer auditing. International standards

and guidelines of practice will be covered as well as the professional duties and legal liabilities of the auditor.

*Note: The number of half-fee refund is limited to 40 for this course, on a first-come-first-served basis.*

### **169. Elementary Book-keeping and Accounts.**

Chan Kee-ming, A.C.I.S. Saturdays, 3.30-6.00 p.m., starting September 16, 1989. Room 11, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 15 meetings.

**Fee: \$560**

This course will cover the principles of elementary book-keeping; the theory of double entry system; the keeping of books of original entry such as: sales book, returns inwards/outwards books, cash book and petty cash; bank account, bank reconciliation statement; cheques and bank drafts; the ledger, debtors and creditors account; the trial balance; the final account and the balance sheet; the journal and the adjustment.

The course is especially designed for those who need to understand accounting principles and practices and to operate a set of financial books of records.

*Notes: Instruction will be given in Cantonese supplemented with English where appropriate.*

*The number of half-fee refund is limited to 40 for this course, on a first-come-first served basis.*

### **170. 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，C P A, F H K S A, A A S A, A T I H K

地點：香港大學校外課程部市區中心12室。(信德中心西翼九樓)

時間：一九八九年九月二十日起每星期三下午六時十分至七時四十分

全期學費：三百九十元 (共十五講)

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、物業稅及個人入息稅，並討論及如何向稅務局提出申訴。除作簡單之原理講述外，主講人亦與學員討論實際之認空問題，與如何填寫各種報稅表格及如何向稅局追討發還超額繳納之稅款及稅局如何向納稅人追收稅款等。各學員應在開課前購買——「香港稅務法例」(Inland Revenue Ordinance)，作為聽講時參考之用。

由於專門術語為本，學員須具有英語知識。

申請職業訓練局退還半費手續：凡擔任會計及財務有關職位者進修以上課程而欲職業訓練局退還半費者，可於接獲本部取錄函件及申請書後，直接向職業訓練局申請。（欲申請職業訓練局退還半費者，最遲須於開課前十日報名）。

半費名額限40名，先到先得。

### **171. International Trade.**

Eric Chiu, B.B.A., M.B.A. (C.U.H.K.), A.C.I.B., P.Adm. (Canada), A.C.I.S. *Fridays, 6.30–8.00 p.m., starting September 29, 1989. Room 142, University Main Building. 15 meetings.* **Fee: \$360**

This course is designed to give an overview of international trade. It covers the principles of international trade, shipping and payment terms, shipping documents, documentary credits and collections processing, import and export financing, operations of a trade finance department, foreign exchange, forward contracts and hedging, and export credit insurance.

*Note: English will be used in the classroom supplemented with Cantonese where appropriate.*

### **172. International Trade.**

Eric Chiu, B.B.A., M.B.A. (C.U.H.K.), A.C.I.B., P.Adm. (Canada), A.C.I.S. *Fridays, 8.05–9.35 p.m., starting September 29, 1989. Room 142, University Main Building. 15 meetings.* **Fee: \$360**

*See entry for Course No. 171.*

*Note: The number of half-fee refund is limited to 40 for courses 171 and 172 on a first-come-first-served basis.*

### **報名從速**

報名人數是本部得悉外界對本部課程的反應的唯一途徑。報名人數不足，可能導致有關課程延期舉行甚至被迫取消。敬希有志修讀本部課程者從速報名。

# Computer Science

*Staff Tutor: Daniel H. S. Lee, Telephone 5-8592793*

## 181. 微電腦之操作及教學應用 (Microcomputers for Teachers)

主講人：沃為源先生

侯傑泰碩士

地點：香港鵝仔皇后大道東12-22號地庫循道衛理中心

時間：一九八九年九月廿五日起每星期一下午六時至九時

全期學費：一千五百元 (共十二講)

本課程特為初學電腦之教師而設，學員毋須具有使用電腦之知識及經驗。課程包括電腦常識及各種與教學有關之軟件操作介紹。主要內容：(一)電腦基本概念，微電腦系統組織；(二)微電腦機械部份及其附件之操作；(三)各類文字處理、資料系統軟件之使用(利用電腦編印筆記、儲存整理學生個人資料及考試成績)；(四)中文文書處理；(五)簡介及示範各類現成與教育有關之軟件。(本課程因電腦設施所限，只收20人。學費包括上課時所用之磁碟費用。)

課室備有多部IBM相容之電腦，學員可分二人小組即時練習。

(本課程與循道衛理中心「專業及成人教育服務」合辦)。

申請教育署退還半費手續：凡政府、資助或私立學校之教師修讀以上課程，均可向教育署申請退還半費，請於接獲本部取錄函件及申請書後，連同學費收據，連向教育署申請。(如欲申請教育署退還半費者，須於九月六日前向本部報名)。

## 182. 中文電腦基本概念及倉頡輸入法

(Elementary Chinese Computing & Dragon Input Method)

主講人：鄧文榮先生，Dip. Soc (H.K.), B.Sc. (Winnipeg)

地點：香港大學鈕魯詩樓230室

時間：一九八九年九月三十日起每星期六下午二時三十分至四時三十分

全期學費：四百元 (共十二講)

本課程着重介紹中文電腦之使用及倉頡輸入法。內容包括：(一)中文字

之特性；（二）中英文電腦之分別；（三）中文電腦發展史；（四）中文電腦輸入法；（五）中文電腦輸出技術；（六）中文電腦操作系統；（七）中文電腦語言；（八）中文電腦軟件；（九）倉頡輸入法；（十）如何選擇中文電腦系統？

本課程適合一般電腦從業員或對中文電腦有興趣之人士參加。

### **Computer and Information Processing: A First Step.**

**183. Lectures on Mondays, 6.15–8.30 p.m., starting September 25, 1989.  
Room 104, James Hsioung Lee Science Building, University of Hong Kong. 18 meetings.**

**Fee: \$390**

**184. Lectures on Tuesdays, 6.15–8.30 p.m., starting September 26, 1989.  
Room 103, University Main Building, 18 meetings.**

**Fee: \$390**

*Tutors:* W. K. Kwan, B.Sc.(Eng.), M.Phil. (H.K.), M.A.C.M., M.B.C.S., Computer Officer, University of Hong Kong.

K. H. Leung, B.Sc., (Windsor), M.B.C.S., Computer Officer, University of Hong Kong.

S. Y. Leung, B.Sc., M.Phil. (H.K.), M.B.C.S., Computer Officer, University of Hong Kong.

M. Y. Y. Ng, B.Sc. (La Trobe), Assistant Computer Officer, University of Hong Kong.

This course is previously known as Basic Principles of Computer Systems. This is the recommended pre-requisite course for other Certificate courses in Computer Science organised by the Department of Extra-Mural Studies. It will be taken as an appreciation & literacy class suitable for a wide scope of audience. It is designed for employees whose work involves frequent contact with computer systems, for people thinking of taking up data processing as a career, and even for people with little previous computer knowledge. (No workshop Meeting)

*Topics to be covered include:*— Basic Parts of a Computer; Data Processing; Languages and Softwares; System Development; Binary Data Representation; Data Communication.

*Languages of Instruction:* English for Course No. 183.  
Cantonese for Course No. 184.

**186. Microcomputer Programming for Beginners.**

W. K. Kwan, B.Sc. (Eng.), M.Phil. (H.K.), M.A.C.M., M.B.C.S., Computer Officer, University of Hong Kong. *Lectures on Mondays, 6.30–9.00 p.m., starting September 18, 1989. Room G3, James H. Lee Science Building, University of Hong Kong. 6 meetings.*

**Fee: \$420**

The course will give a basic introduction to microcomputers and programming for microcomputers. As BASIC is the popular language of communication for all machines, the syllabus will include BASIC as the focal point for the discussion on programming.

**187. Microcomputer Programming for Beginners  
(With Workshops).**

W. K. Kwan, B.Sc. (Eng.), M.Phil. (H.K.), M.A.C.M., M.B.C.S., Computer Officer, University of Hong Kong. *Lectures on Mondays, 6.30–9.00 p.m., starting September 18, 1989. Room G3, James H. Lee Science Building, University of Hong Kong. Workshops on Wednesdays, 6.00–7.45 p.m., starting September 20, 1989. Room 201, Run Run Shaw Building, University of Hong Kong. 6 lecture meetings and 6 workshop meetings.*

**Fee: \$760**

*See entry for Course No. 186. Enrolment is limited to 20 students.*

**188. Microcomputer Programming for Beginners  
(With Workshops).**

W. K. Kwan, B.Sc. (Eng.), M.Phil. (H.K.), M.A.C.M., M.B.C.S., Computer Officer, University of Hong Kong. *Lectures on Mondays, 6.30–9.00 p.m., starting September 18, 1989. Room G3, James Hsioung Lee Science Building, University of Hong Kong. Workshops on Wednesdays, 7.50–9.35 p.m., starting September 20, 1989. Room 201, Run Run Shaw Building, University of Hong Kong. 6 lecture meetings and 6 workshop meetings.*

**Fee: \$760**

*See entry for Course No. 186. Enrolment is limited to 20 students.*

*Medium of instruction: Cantonese.*

**189. Microcomputer Programming for Beginners.**

W. K. Kwan, B.Sc. (Eng.), M.Phil. (H.K.), M.A.C.M., M.B.C.S., Computer Officer, University of Hong Kong. *Lectures on Mondays, 6.30–9.00 p.m., starting November 13, 1989. Room G3, James H. Lee Science Building, University of Hong Kong. 6 meetings.*

**Fee: \$420**

*See entry for Course No. 186.*

**190. Microcomputer Programming for Beginners  
(With Workshops).**

W. K. Kwan, B.Sc. (Eng.), M.Phil. (H.K.), M.A.C.M., M.B.C.S., Computer Officer, University of Hong Kong. *Lectures on Mondays, 6.30–9.00 p.m., starting November 13, 1989. Room G3, James H. Lee Science Building, University of Hong Kong. Workshops on Wednesdays, 6.00–7.45 p.m., starting November 22, 1989. Extra-Mural Town Centre, Shun Tak Centre, West Tower, 15/F. 6 lecture meetings and 6 workshop meetings.*

**Fee: \$760**

*See entry for Course No. 186. Enrolment is limited to 16 students.*

**191. Microcomputer Programming for Beginners  
(With Workshops).**

W. K. Kwan B.Sc. (Eng.), M.Phil. (H.K.), M.A.C.M., M.B.C.S., Computer Officer, University of Hong Kong. *Lectures on Mondays, 6.30–9.00 p.m. starting November 13, 1989. Room G3, James H. Lee Science Building, University of Hong Kong. Workshops on Wednesdays, 7.50–9.35 p.m., starting November 22, 1989. Extra-Mural Town Centre, Shun Tak Centre, West Tower, 15/F. 6 lecture meetings and 6 workshop meetings.*

**Fee: \$760**

*See entry for Course No. 186. Enrolment is limited to 16 students.*

*Medium of instruction: English for Course 189 & 190.  
Cantonese for Course 191.*

**Intermediate Microcomputer Programming**

**192. Lectures on Tuesdays, 6.30–8.30 p.m., starting September 19, 1989.  
Room 230, Knowles Building, University of Hong Kong. Workshops on  
Thursdays, 6.00–7.40 p.m., starting September 21, 1989. Room 201,  
Run Run Shaw Building, University of Hong Kong. 6 lecture meetings  
and 6 workshop meetings.**

**Fee: \$780**

**193. Lectures on Tuesdays, 6.30–8.30 p.m., starting September 19, 1989.  
Room 230, Knowles Building, University of Hong Kong. Workshops on  
Thursdays, 7.45–9.25 p.m., starting September 21, 1989. Room 201,  
Run Run Shaw Building, University of Hong Kong. 6 lecture meetings  
and 6 workshop meetings.**

**Fee: \$780**

This is a follow-up course of "Microcomputer Programming for Beginners." It aims to provide a general programming training for microcomputer users so that they can use the machine more effectively.

*Topics include:* microcomputer system architecture, useful algorithm, I/O design, simple graphics, introduction to system programming, application program design and system analysis.

*Enrolment for each class is limited to 20 students.*

*Tutor-in-charge:* W. K. Kwan, B.Sc. (Eng.), M.Phil. (H.K.), M.A.C.M., Computer Officer, University of Hong Kong.

*Medium of Instruction:* Cantonese.

#### **194. Business and Personal Application of Microcomputer (Symphony).**

Leo S. M. Mak, B.Sc. (Eng.), M.B.A., C.Eng., M.I.E.E., M.I.Mech.E., M.I.Prod.E., M.H.K.I.E. *Mondays and Thursdays, 6.45–9.15 p.m., starting November 13, 1998. Extra-Mural Town Centre, Shun Tak Centre, West Tower, 15/F. 6 meetings.*

**Fee: \$580**

This course introduces an integrated set of utility programmes for easy and flexible handling of analytical calculations, documents, business graphs, information management and communications for office or personal purposes. It is especially suitable for managers, secretaries, teachers and business analysts who have no or little knowledge of computers but wish to extend their intellectual productivity by using some user-friendly software. Major topics include the way a microcomputer works, potential application areas, concepts and functions of each of the five functional areas namely word processing, spread sheet, graphics, database and communication, examples of typical business applications, hand-on exercise and speculations for advanced applications.

*Enrolment is limited to 16 persons. (each student will be assigned to 1 computer)*

#### **195. Business and Personal Application of Microcomputer (Symphony).**

Leo S. M. Mak, B.Sc. (Eng.), M.B.A., C.Eng., M.I.E.E., M.I.Mech.E., M.I.Prod.E., M.H.K.I.E. *Mondays and Thursdays, 6.45–9.15 p.m., starting December 4, 1989. Extra-Mural Town Centre, Shun Tak Centre, West Tower, 15/F. 6 meetings.*

**Fee: \$580**

*See entry for Course No. 194. Enrolment is limited to 16 persons (each student will be assigned to 1 computer).*

## **Introduction to dBASE III.**

**196. Lectures on Fridays, 7.15–9.15 p.m., starting September 22, 1989. Room 230, Knowles Building, University of Hong Kong. Workshops on Mondays, 6.00–7.45 p.m., starting October 2, 1989. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 6 lecture meetings and 7 workshops meetings.** **Fee: \$980**

**197. Lectures on Fridays, 7.15–9.15 p.m., starting September 22, 1989. Room 230, Knowles Building, University of Hong Kong. Workshops on Mondays, 7.45–9.30 p.m., starting October 2, 1989. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 6 lecture meetings and 7 workshops meetings.** **Fee: \$980**

**198. Lectures on Fridays, 7.15–9.15 p.m., starting September 22, 1989. Room 230, Knowles Building, University of Hong Kong. Workshops on Tuesdays, 6.00–7.45 p.m., starting October 3, 1989. Room 201, Run Run Shaw Building, University of Hong Kong. 6 lecture meetings and 7 workshops meetings.** **Fee: \$980**

**199. Lectures on Fridays, 7.15–9.15 p.m., starting September 22, 1989. Room 230, Knowles Building, University of Hong Kong. Workshops on Tuesdays, 7.45–9.30 p.m., starting October 3, 1989. Room 201, Run Run Shaw Building, University of Hong Kong. 6 lecture meetings and 7 workshops meetings.** **Fee: \$980**

**200. Lectures on Fridays, 7.15–9.15 p.m., starting November 17, 1989. Room 230, Knowles Building, University of Hong Kong. Workshops on Mondays, 6.00–7.45 p.m., starting November 27, 1989. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 6 lecture meetings and 7 workshops meetings.** **Fee: \$980**

**201. Lectures on Fridays, 7.15–9.15 p.m., starting November 17, 1989. Room 230, Knowles Building, University of Hong Kong. Workshops on Mondays, 7.45–9.30 p.m., starting November 27, 1989. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 6 lecture meetings and 7 workshops meetings.** **Fee: \$980**

**202. Lectures on Fridays, 7.15–9.15 p.m., starting November 17, 1989. Room 230, Knowles Building, University of Hong Kong. Workshops on Tuesdays, 6.00–7.45 p.m., starting November 28, 1989. Room 201, Run**

*Run Shaw Building, University of Hong Kong. 6 lecture meetings and 7 workshops meetings.*

**Fee: \$980**

**203.** *Lectures on Fridays, 7.15-9.15 p.m., starting November 17, 1989. Room 230, Knowles Building, University of Hong Kong. Workshops on Tuesdays, 7.45-9.30 p.m., starting November 28, 1989. Room 201, Run Run Shaw Building, University of Hong Kong. 6 lecture meetings and 7 workshops meetings.*

**Fee: \$980**

*Tutor-in-charge: T. Y. Chen, Senior Lecturer, Department of Computer Science, University of Hong Kong.*

dBASE III is a very useful and powerful database management package for microcomputers. It has been extensively used in many applications in the commercial sector. This course aims at providing an introduction to this well known software package. The syllabus includes: introduction to dBASE III; dBASE III commands; simple file handling; report preparation; applications of dBASE III. No computer knowledge is required for this course.

*Enrolment for each course is limited to 20 students (each student will be assigned to 1 computer).*

## **Introduction to SYMPHONY**

**204.** *Lectures on Mondays, 7.15-9.15 p.m., starting October 16, 1989. Room LG2, Hui Oi Chow Science Building, University of Hong Kong. Workshops on Wednesdays, 6.00-7.45 p.m., starting October 25, 1989. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 6 lecture meetings and 7 workshop meetings.*

**Fee: \$980**

**205.** *Lectures on Mondays, 7.15-9.15 p.m., starting October 16, 1989. Room LG2, Hui Oi Chow Science Building, University of Hong Kong. Workshops on Wednesdays, 7.45-9.30 p.m., starting October 25, 1989. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 6 lecture meetings and 7 workshop meetings.*

**Fee: \$980**

**206.** *Lectures on Mondays, 7.15-9.15 p.m., starting October 16, 1989. Room LG2, Hui Oi Chow Science Building, University of Hong Kong. Workshops on Fridays, 6.00-7.45 p.m., starting October 27, 1989. Room 201, Run Run Shaw Building, University of Hong Kong. 6 lecture meetings and 7 workshop meetings.*

**Fee: \$980**

**207.** *Lectures on Mondays, 7.15–9.15 p.m., starting October 16, 1989. Room LG2, Hui Oi Chow Science Building, University of Hong Kong. Workshops on Fridays, 7.45–9.30 p.m., starting October 27, 1989. Room 201, Run Run Shaw Building, University of Hong Kong. 6 lecture meetings and 7 workshop meetings.* **Fee: \$980**

**208.** *Lectures on Mondays, 7.15–9.15 p.m., starting November 27, 1989. Room LG2, Hui Oi Chow Science Building, University of Hong Kong. Workshops on Wednesdays, 6.00–7.45 p.m., starting December 13, 1989. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 6 lecture meetings and 7 workshop meetings.* **Fee: \$980**

**209.** *Lectures on Mondays, 7.15–9–15 p.m., starting November 27, 1989. Room LG2, Hui Oi Chow Science Building, University of Hong Kong. Workshops on Wednesdays, 7.45–9.30 p.m., starting December 13, 1989. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 6 lecture meetings and 7 workshop meetings.* **Fee: \$980**

**210.** *Lectures on Mondays, 7.15–9.15 p.m., starting November 27, 1989. Room LG2, Hui Oi Chow Science Building, University of Hong Kong. Workshops on Fridays, 6.00–7.45 p.m., starting December 15, 1989. Room 201, Run Run Shaw Building, University of Hong Kong. 6 lecture meetings and 7 workshop meetings.* **Fee: \$980**

**211.** *Lectures on Mondays, 7.15–9.15 p.m., starting November 27, 1989. Room LG2, Hui Oi Chow Science Building, University of Hong Kong. Workshops on Fridays, 7.45–9.00 p.m., starting December 15, 1989. Room 201, Run Run Shaw Building, University of Hong Kong. 6 lecture meetings and 7 workshop meetings.* **Fee: \$980**

*Tutor-in-charge: T. Y. Chen, Senior Lecturer, Department of Computer Science, University of Hong Kong.*

SYMPHONY is a very useful software package for the business sector. This course provides an introductory training for using this popular software package. The syllabus includes the work environments of electronic spreadsheet, word processing and graphics. No computer knowledge is required for this course.

*Enrolment for each Course is limited to 20 students. (each student will be assigned to 1 computer).*

## **Introduction to WordPerfect**

**212.** Mondays, 6.30–9.00 p.m., starting September 18, 1989. Room 201, Run Run Shaw Building, University of Hong Kong. 6 workshop meetings.

**Fee: \$680**

**213.** Saturdays, 6.30–9.00 p.m., starting September 23, 1989. Room 201, Run Run Shaw Building, University of Hong Kong. 6 workshop meetings.

**Fee: \$680**

**214.** Saturdays, 9.30–12.00 a.m., starting November 11, 1989. Extra-Mural Town Centre, Shun Tak Centre, West Tower, 15/F. 6 workshop meetings.

**Fee: \$680**

**215.** Tuesdays, 6.30–9.00 p.m., starting November 24, 1989. Extra-Mural Town Centre, Shun Tak Centre, West Tower, 15/F. 6 workshop meetings.

**Fee: \$680**

This course provides an introductory training to the versatile wordprocessing software WordPerfect (5.0). Hand-on practical experience will be emphasized. Students are not required to have prior computer knowledge. This course is especially suitable for those working in the business, legal or accounting field.

*Topics include:* Introduction to the WordPerfect environment, text and characters input, text editing, document formatting, document merging and special applications such as financial statement, legal document, newsletter, presentation graphics and report.

*Tutor-in-charge:* Dr. D. H. S. Lee, Staff Tutor, University of Hong Kong.

*Enrolment for Course Nos. 212 & 213 is limited to 20 students and for Course Nos. 214 & 215 is limited to 16 students. (each student will be assigned to 1 computer.)*

*Medium of Instruction: Cantonese.*

## **The Principles and Applications of Microcomputer.**

**216.** Lectures on Tuesdays, 6.30–9.00 p.m., starting October 31, 1989 Room 230, Knowles Building, University of Hong Kong. Workshops on Fridays, 6.00–7.30 p.m., starting November 10, 1989. Room 209, Run Run Shaw Building, University of Hong Kong. 10 lecture meetings & 8 workshop meetings.

**Fee: \$850**

**217. Lectures on Tuesdays, 6.30–9.00 p.m., starting October 31, 1989.  
Room 230, Knowles Building, University of Hong Kong. Workshops on  
Fridays, 7.40–9.10 p.m., starting November 10, 1989. Room 209, Run Run  
Shaw Building, University of Hong Kong. 10 lecture meetings & 8  
workshop meetings.**

**Fee: \$850**

**Tutors: K. H. Leung, B.Sc. (Windsor), M.B.C.S., Computer Officer  
University of Hong Kong.**

**S. Y. Leung, B.Sc., M.Phil. (H.K.), M.B.C.S., Computer Officer,  
University of Hong Kong.**

**M. Y. Y. Ng, B.Sc. (La Trobe), Assistant Computer Officer,  
University of Hong Kong.**

This course is designed to provide exposure to various aspects of the microcomputers that are essential to the effective operations in a modern office. Emphasis will be put on the understanding of the software packages and the basic principles rather than the detailed manipulation of a particular software.

*Topics include:* Basic components of microcomputer, input/output devices, operating system concepts, word processing, desk top publishing, spread sheet, database, programming language (BASIC), office network, Chinese word processing, and relevant case studies.

*Enrolment for each course is limited to 16 students.*

### **Introduction to C**

**218. Lectures on Mondays, 6.30–9.30 p.m., starting September 18, 1989.  
Room 103, University Main Building, University of Hong Kong. Workshops  
on Wednesdays, 6.00–8.00 p.m., starting September 20, 1989. Training  
Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount  
Parker House, Taikoo Shing, Hong Kong. 5 lecture meetings and 5  
workshop meetings.**

**Fee: \$1200**

**219. Lectures on Mondays, 6.30–9.30 p.m., starting September 18, 1989.  
Room 103, University Main Building, University of Hong Kong. Workshops  
on Wednesdays, 8.00–10.00 p.m., starting September 20, 1989. Training  
Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount  
Parker House, Taikoo Shing, Hong Kong. 5 lecture meetings and 5  
workshop meetings.**

**Fee: \$1200**

**220. Lectures on Mondays, 6.30–9.30 p.m., starting September 18, 1989.  
Room 103, University Main Building, University of Hong Kong. Workshops  
on Saturdays, 10.00 a.m.–12.00 noon, starting September 30, 1989.**

*Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 5 Lecture meetings and 5 workshop meetings.*

**Fee: \$1200**

**221.** *Lectures on Mondays, 6.30–9.30 p.m., starting October 30, 1989. Room 103, University Main Building, University of Hong Kong. Workshops on Wednesdays, 6.00–8.00 p.m., starting November 1, 1989. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 5 lecture meetings and 5 workshop meetings.*

**Fee: \$1200**

**222.** *Lectures on Mondays, 6.30–9.30 p.m., starting October 30, 1989. Room 103, University Main Building, University of Hong Kong. Workshops on Wednesdays, 8.00–10.00 p.m., starting November 1, 1989. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 5 lecture meetings and 5 workshop meetings.*

**Fee: \$1200**

**223.** *Lectures on Mondays, 6.30–9.30 p.m., starting December 4, 1989. Room 103, University Main Building, University of Hong Kong. Workshops on Wednesdays, 6.00–8.00 p.m., starting December 6, 1989. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 5 lecture meetings and 5 workshop meetings.*

**Fee: \$1200**

**224.** *Lectures on Mondays, 6.30–9.30 p.m., starting December 4, 1989. Room 103, University Main Building, University of Hong Kong. Workshops on Wednesdays, 8.00–10.00 p.m., starting December 6, 1989. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 5 lecture meetings and 5 workshop meetings.*

**Fee: \$1200**

*Tutor-in-charge: W. C. Ying, B.Sc. (Eng.) (H.K.), LL.B., M.Sc. (Lond.), M.B.C.S., Chief Programmer, University of Hong Kong.*

C is a general purpose programming language that is not tied to any one computer system. Its popularity and usage is increasing rapidly. It was originally evolved from UNIX, the well known operating system which is becoming an international standard. Nowadays, C is supported by microcomputers too. The main merits of C are expressiveness and effectiveness. It has the flow-control constructions required for well-structured programming. Since C has a small language set, it is easy to learn. It is not only a high level application programming language, but also a high level system programming language.

These courses are designed to help the participants learn to program in the programming language C. Besides teaching how to make use of the language effectively, useful algorithms and principles of good programming style will be illustrated using examples drawn from a wide range of applications.

*Syllabus:* Introduction and overview of C; basic data types, operators and expressions; control structures; simple I/O; programming style. An introduction to the C development environment on UNIX-based system.

*Entry Requirement:* Applicants are expected to have some basic concepts about computers.

*Each student will be assigned to 1 terminal.*

[This course is jointly organized with Wealthland Consultants & Management Ltd.]

### **Introduction to UNIX**

**225.** *Lectures on Thursdays, 6.30–9.30 p.m., starting September 21, 1989. Room 230, Knowles Building, University of Hong Kong. Workshops on Mondays, 6.00–8.00 p.m., starting September 25, 1989. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 5 lecture meetings and 5 workshop meetings.*

**Fee: \$1200**

**226.** *Lectures on Thursdays, 6.30–9.30 p.m., starting September 21, 1989. Room 230, Knowles Building, University of Hong Kong. Workshops on Mondays, 8.00–10.00 p.m., starting September 25, 1989. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 5 lecture meetings and 5 workshop meetings.*

**Fee: \$1200**

**227.** *Lectures on Thursdays, 6.30–9.30 p.m., starting October 26, 1989. Room 230, Knowles Building, University of Hong Kong. Workshops on Mondays, 6.00–8.00 p.m., starting November 6, 1989. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 5 lecture meetings and 5 workshop meetings.*

**Fee: \$1200**

**228.** *Lectures on Thursdays, 6.30–9.30 p.m., starting October 26, 1989. Room 230, Knowles Building, University of Hong Kong. Workshops on Mondays, 8.00–10.00 p.m., starting November 6, 1989. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 5 lecture meetings and 5 workshop meetings.*

**Fee: \$1200**

**229.** *Lectures on Thursdays, 6.30–9.30 p.m., starting October 26, 1989. Room 230, Knowles Building, University of Hong Kong. Workshops on Saturdays, 10.00 a.m.–12.00 noon, starting November 11, 1989. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 5 lecture meetings and 5 workshop meetings.*

**Fee: \$1200**

**230.** *Lectures on Thursdays, 6.30–9.30 p.m., starting December 7, 1989. Room 230, Knowles Building, University of Hong Kong. Workshops on Mondays, 6.00–8.00 p.m., starting December 18, 1989. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 5 lecture meetings and 5 workshop meetings.*

**Fee: \$1200**

**231.** *Lectures on Thursdays, 6.30–9.30 p.m., starting December 7, 1989. Room 230, Knowles Building, University of Hong Kong. Workshops on Mondays, 8.00–10.00 p.m., starting December 18, 1989. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 5 lecture meetings and 5 workshop meetings.*

**Fee: \$1200**

*Tutor-in-charge: W. C. Ying, B. Sc. (Eng.) (H.K.), LL.B., M.Sc. (Lond.), M.B.C.S., Chief Programmer, University of Hong Kong.*

Operating system, may be regarded as the most important software of a computer system. UNIX is regarded as one of the most successful operating systems. The recognition of its importance and influence is highlighted by a recent Turing Award to its designers. The annual Turing Award is generally accepted as the most prestigious award in the computer community.

UNIX's major merit is portability. Its portability safeguards the investment of software. Availability of software tools improves the productivity of programmers and reduces the software development cost. In fact, nowadays almost every computer manufacturer offers UNIX on its range of products and low-cost versions of UNIX are also available for microcomputers. Many people believe that it will become more popular than the MS-DOS.

These courses introduce attendees to the philosophy, design and facilities of UNIX.

*Syllabus:* Basic concepts of operating system; basic facilities in UNIX; command language interpreter; file system; UNIX toolkit; UNIX shell; program development under UNIX.

*Entry Requirement:* The applicant is expected to have some basic concepts about computer.

*Each student will be assigned to 1 terminal.*

[This course is jointly organized with Wealthland Consultants & Management Ltd.]

### **Introduction to Prolog**

**233.** *Lectures on Tuesdays, 7.00–9.00 p.m., starting September 26, 1989. Room 721, Knowles Building, University of Hong Kong. Workshops on Thursdays, 6.00–8.00 p.m., starting October 12, 1989. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 5 lecture meetings and 5 workshop meetings.*

**Fee: \$1200**

**234.** *Lectures on Tuesdays, 7.00–9.00 p.m., starting September 26, 1989. Room 721, Knowles Building, University of Hong Kong. Workshops on Thursdays, 8.00–10.00 p.m., starting October 12, 1989. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 5 lecture meetings and 5 workshop meetings.*

**Fee: \$1200**

**235.** *Lectures on Tuesdays, 7.00–9.00 p.m., starting October 31, 1989. Room 721, Knowles Building, University of Hong Kong. Workshops on Thursdays, 6.00–8.00 p.m., starting November 16, 1989. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 5 lecture meetings and 5 workshop meetings.*

**Fee: \$1200**

**236.** *Lectures on Tuesdays, 7.00–9.00 p.m., starting October 31, 1989. Room 721, Knowles Building, University of Hong Kong. Workshops on Thursdays, 8.00–10.00 p.m., starting November 16, 1989. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 5 lecture meetings and 5 workshop meetings.*

**Fee: \$1200**

**237.** *Lectures on Tuesdays, 7.00–9.00 p.m., starting December 5, 1989. Room 721, Knowles Building, University of Hong Kong. Workshops on Thursdays, 6.00–8.00 p.m., starting December 21, 1989. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 5 lecture meetings and 5 workshop meetings.*

**Fee: \$1200**

**238.** *Lectures on Tuesdays, 7.00–9.00 p.m., starting December 5, 1989, Room 721, Knowles Building, University of Hong Kong. Workshops on Thursdays, 8.00–10.00 p.m., starting December 21, 1989. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 5 lecture meetings and 5 workshop meetings.*

**Fee: \$1200**

*Tutor-in-charge: Dr. T. Y. Chen, Senior Lecturer, Department of Computer Science, University of Hong Kong.*

Prolog stands for programming in logic. It is a high level declarative programming language and is the basis of the well known Japanese Project on Fifth Generation Computer Systems. Prolog is now recognized as a very successful and powerful tool for artificial intelligence. This course aims to provide an introduction to Prolog.

*Syllabus:* Overview of Prolog, lists, operators, arithmetic, backtracking, input-output, built-in procedures and applications.

*Entry Requirement:* The applicant should have at least completed secondary education.

*Each student will be assigned to 1 terminal.*

*(This course is jointly organized with Wealthland Consultants & Management Ltd.)*

### **Introduction to Modelling in SIMIAN**

**239.** John B. Evans, Ph.D. (Lanc), Lecturer, Department of Computer Science, University of Hong Kong. *Lectures on Mondays, 6.30–8.00 p.m., starting January 8, 1990. Room G3, James Hsioung Lee Science Building, University of Hong Kong. Workshops on Saturdays, 9.45–11.15 a.m., starting January 13, 1990. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 6 lecture meetings & 5 workshop meetings.*

**Fee: \$850**

**240.** John B. Evans, Ph.D. (Lanc), Lecturer, Department of Computer Science, University of Hong Kong. *Lectures on Mondays, 6.30–8.00 p.m., starting January 8, 1990. Room G3, James Hsioung Lee Science Building, University of Hong Kong. Workshops on Saturdays, 11.15 a.m.–12.45 p.m., starting January 13, 1990. Training Centre of Wealthland Consultants & Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 6 lecture meetings & 5 workshop meetings.*

**Fee: \$850**

The computer system as a *model* of reality is becoming an important perspective in the programming of complex systems, which possess

properties of parallelism, contention and conflict. The paradigm of object-oriented programming is part of this trend. This course will introduce a new modelling language SIMIAN, implemented on UNIX.

Participants will be assumed to have familiarity with a high-level programming language, such as Pascal, and will be encouraged to develop models of their own choosing.

*Topics include:* Methodological issues: diagrams and denotations; process representation; competing and conflicting flows; system properties; case studies.

*Enrolment for each course is limited to 16 students.*

### **241. Introduction to Microcomputer Graphics.**

W. L. Mak, B.Sc. (Eng.), M.Sc. (Eng.) *Mondays, 6.15–9.15 p.m., starting September 18, 1989. Room 28, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 8 meetings.*

**Fee: \$490**

The visual impact of computer graphics has led to its wide acceptance as an effective and friendly medium of communicating thoughts and ideas. It has become an important tool for analytical and design purposes in architecture, business and engineering. This course introduces the fundamentals of graphics hardware architecture and the basic knowledge in computer graphics theory and programming. Participants are expected to have some knowledge on computer programming.

Topics include: Display Generation Principles, Graphics Hardware Architecture, Graphic Interface: CGA, EGA, VGA, Graphics Input and Output Device, Techniques in Graphics Programming, Graphics Application Software, Graphics Standards, User Interface Design Techniques.

*Case study will be based on personal computers.*

### **242. System Programming for Personal Computers.**

W. L. Mak, B.Sc. (Eng.), M.Sc. (Eng.) *Mondays, 6.15–9.15 p.m., starting November 20, 1989. Room 28, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 8 meetings.*

**Fee: \$490**

Users of personal computers are frequently required to program at a lower level in order to attain optimal performance for their machines. This course introduces the fundamental concepts and techniques in programming personal computers at the system level for various features controls. It is designed for all those who are interested in the system level programming of personal computers. Participants are expected to have some knowledge of personal computers and computer programming.

Topics include: DOS CALL and BIOS Interrupts, Keyboard Control, Video Control, Mouse Device Control, Timer and Sound Control, Disk Drive Control, Program Terminate and Stay Resident (TSR) Technique.

*The programming examples will given in BASIC and ASSEMBLY LANGUAGE.*

### **243. Digital Computer Organization and Information Systems.**

C. Y. Lai, B.Sc. (H.K.), M.Sc. (Tech) (Manc.), Cert.Ed., C.Eng., M.I.E.E., M.B.C.S., M.I.E.E.E. *Thursdays, 7.00-9.00 p.m., starting November 2, 1989. Room 13, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 20 meetings.*

**Fee: \$730**

This course follows part of the syllabus of the British Computer Society Examinations, and will be of special help to those who are already working in the computer field, or intend to sit for professional examinations.

Topics include: Digital networks, comparators, code converters. System technology; information theory, error correcting codes, memory management, ROM; interrupt; interfacing. Real-time, time-sharing, on-line and multiprocessing system. Peripheral technology: computer communications, multiple-access techniques via satellite link, earth-station. Computer architecture, security problems, simulation, minicomputers.

*Minimum Entry Qualifications:* Applicants should have some basic knowledge of electronics and computers. Preference will be given to those who have completed an introductory course in computer programming or fundamental computer principles, for example, "Basic Principles of Computer Systems", and/or "Fundamentals of Computer Systems and Data Processing". In addition, applicants should have passes in Physics, Mathematics and English in the Hong Kong Certificate of Education Examination or equivalent.

*Enrolment is limited to 40 persons. Applicants must enclose photostat copies of the appropriate certificates along with their application forms.*

### **244. Elements of Computer Networking**

*Lectures on Fridays, 6.30-8.30 p.m., starting September 29, 1989. Room LG101, K.K. Leung Building, University of Hong Kong. 10 meetings.*

**Fee: \$480**

*Tutor-in-charge:* P. T. Ho, B.Sc. (Eng.), M.Phil., Ph.D. (H.K.), C.Eng., M.I.E.E., M.I.E.E.E., M.B.C.S., M.H.K.I.E., Senior Computer Officer, University of Hong Kong.

This course aims to provide the participants a general and clear picture of the computer networking technology. Basic concepts of various aspects related to computer networks will be addressed. Practical considerations on the popular PC networks and their connectivities with mini/mainframe computers will be highlighted.

*Entry Requirement:* Basic knowledge of computer principles and/or some experience with computer applications.

*Syllabus:* An introduction and overview of network technology; ISO/OSI model; network topology; various network media including ethernet, token ring, and token bus; network management; standards; PC LAN and its connectivities; practical considerations; applications and examples.

*Enrolment for the course is limited to 30 students.*

## **Seminars on Special Topics**

### **Expert Systems**

**245. Lectures on Monday, Tuesday from 9.15 a.m.-5.00 p.m., on October 23, 24, 1989. Room 24, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. Demonstration on Wednesday, 9.15 a.m.-1.00 p.m., on October 25, 1989. Extra-Mural Town Centre, Shun Tak Centre, West Tower, 15/F. 2 meetings and 1 demonstration.** **Fee: \$680**

This seminar provides an in-depth discussion on Expert Systems. It is aimed at those who want to acquire in detail, the techniques and skills of building Expert Systems.

At the end of the course, the students are expected to: (1) understand in detail the vocabulary of expert systems. (2) have experienced what is involved in building an expert system. (3) know a methodology for implementing expert systems. (4) be up-to-date on current research issues in expert systems.

### *Résumé of the Speaker*

K. P. Lee received his B.A. in Mathematics from the University of Hong Kong and Ph.D. in Computer Science from the State University of New York at Buffalo. After having taught for a number of years and worked for Bell Laboratories, he is currently a Senior Member of Research Staff in the Artificial Intelligence Research Department at Philips Laboratories in New York. His current interest is in the theory and practice of expert systems and is involved in designing and building an expert system for the diagnosis and repair of the Philips Tomoscan 300 series of CAT scanners.

**中文電腦證書課程（與香港生產力促進局合辦）  
(Certificate Course in Chinese Computing)**

**246.** 講授課程：一九八九年九月二十五日起逢星期一下午七時三十分至九時，香港大學鈕魯詩樓 230室。實習課程：一九八九年十月三日起逢星期二下午六時三十分至九時三十分，九龍尖沙咀星光行 911 室。(十四課講授及十七課實習)

**247.** 講授課程：一九八九年九月二十五日起逢星期一下午七時三十分至九時，香港大學鈕魯詩樓 230室。實習課程：一九八九年十月五日起逢星期四下午六時三十分至九時三十分，九龍尖沙咀星光行 911 室。(十四課講授及十七課實習)

**248.** 講授課程：一九八九年九月二十五日起逢星期一下午七時三十分至九時，香港大學鈕魯詩樓 230室。實習課程：一九八九年十月三日起逢星期二下午二時至五時，香港伍山科技發展有限公司。(十四課講授及十七課實習)

**249.** 講授課程：一九八九年九月二十五日起逢星期一下午七時三十分至九時，香港大學鈕魯詩樓 230室。實習課程：一九八九年十月四日起逢星期三下午六時三十分至九時，香港伍山科技發展有限公司。(十四課講授及十七課實習)

**250.** 講授課程：一九八九年九月二十五日起逢星期一下午七時三十分至九時，香港大學鈕魯詩樓 230室。實習課程：一九八九年十月六日起逢星期五下午六時三十分至九時，香港伍山科技發展有限公司。(十四課講授及十七課實習)

主講人：陳翰生先生，中文之星訓練中心主任

關永強先生，香港大學電算機教研及應用中心電腦主任

香港生產力促進局之導師及伍山科技發展有限公司之導師

全期學費：二千五百元（包括上課時所用之磁碟及講義）

本課程選用「中文之星 中文電腦系統」，內容包括：（一）電腦基本概念，（二）倉頡輸入法，（三）其他輸入法；（四）文書處理的操作，（五）中文系統的選擇，（六）中文電腦軟件的應用。

入學資格：本課程適合一般從事印刷、植字之人士及一般辦公室文員、秘書等參加。學員須具中五程度，並懂得書寫中文。（限收八十五人）。

結業證書：課程結束後，學員若能符合下列三項條件，則可領得本部及香港生產力促進局聯合頒發之證書。

（一）畢業考試合格。

- (二) 上課次數超過百分之七十五，
- (三) 完成所有課程中的作業。

申請手續：

申請人可親往下列地點報名：

- (一) 香港大學校外課程部，薄扶林道，香港大學校本部大樓地下；
- (二) 香港大學校外課程部市區中心，香港干諾道中二百號信德中心西翼九字樓。

申請人亦可將申請表格及函件寄回本部。報名表格必須連同回郵信封，學歷副本一併交回或寄回本部。報名時無需繳交學費，本部將個別書面通知獲取錄者及繳費辦法。查詢電話：5-8592793

截止日期：一九八九年九月十四日

### **Certificate Course in Microcomputer Applications.**

**251.** *Lectures on Tuesdays, 6.30-9.00 p.m., starting October 10, 1989. Room 726, Knowles Building, University of Hong Kong. Computer Workshops on Mondays, 6.00-10.00 p.m., starting November 6, 1989. Room 201, Run Run Shaw Building, University of Hong Kong. 20 lecture meetings and 30 workshop meetings (workshop meetings consisting of computer, tutorial and discussion sessions).*

**252.** *Lectures on Tuesdays, 6.30-9.00 p.m., starting October 10, 1989. Room 726, Knowles Building, University of Hong Kong. Computer Workshops on Wednesdays, 6.00-10.00 p.m., starting November 8, 1989. Room 201, Run Run Shaw Building, University of Hong Kong. 20 lecture meetings and 30 workshop meetings (workshop meetings consisting of computer, tutorial and discussion sessions).*

**253.** *Lectures on Tuesdays, 6.30-9.00 p.m., starting October 10, 1989. Room 726, Knowles Building, University of Hong Kong. Computer Workshops on Thursdays, 6.00-10.00 p.m., starting November 9, 1989. Room 201, Run Run Shaw Building, University of Hong Kong. 20 lecture meetings and 30 workshop meetings (workshop meetings consisting of computer, tutorial and discussion sessions).*

**254.** *Lectures on Tuesdays, 6.30-9.00 p.m., starting October 10, 1989. Room 726, Knowles Building, University of Hong Kong. Computer Workshops on Saturdays, 5.00-9.00 p.m., starting November 11, 1989.*

*Room 201, Run Run Shaw Building, University of Hong Kong. 20 lecture meetings and 30 workshop meetings (workshop meetings consisting of computer, tutorial and discussion sessions).*

*Tutors:* F. T. Chan, Senior Computer Officer, University of Hong Kong.  
T. Y. Chen, Senior Lecturer in Computer Studies, University of Hong Kong.

**Fee: \$3,000** (including computer time and floppy diskette charges)

This course aims to provide a comprehensive study of microcomputer applications in commercial and public sectors. Participants will learn the fundamentals of microcomputers and some of the most commonly used microcomputer packages including wordprocessing, spreadsheets and database management systems. Preference will be given to applicants to whom the skills taught will be of direct relevance. Those who are able to enclose a letter from their employers to support their applications are advised to do so.

*Minimum Entry Qualifications:* Applicants should have at least completed secondary education.

*Examination:*

An oral/practical examination will be conducted at the end of the course. The award of an Extra-Mural certificate is conditional on passing the oral/practical examination, completing the set projects satisfactorily and attending at least 75% of the lectures and computer workshops.

Students are expected to do a certain amount of work in their own time.

*Syllabus:*

Fundamentals of microcomputers; BASIC; DOS system; a wordprocessing package; a spreadsheet package and a data-base management package.

A special application form is available on request from the Department of Extra-Mural Studies.

*Closing date for applications: September 22, 1989.*

*Enrolment for each course is limited to 56 students.*

Applicants must enclose photostat copies of appropriate certificates along with special application forms which are available on request from the Department. Applications which are not accompanied by relevant documents will not be considered. Please note that the course fees will only be collected from those successful applicants after the selection processes.

## **Certificate Course in Advanced Digital Computer Programming**

**255.** *Lectures on Thursdays, 6.30–9.00 p.m., starting October 12, 1989. Room G3, James Hsioung Lee Science Building, University of Hong Kong. Computer Workshops on Tuesdays, 6.00–8.00 p.m., starting October 24, 1989. Training Centre of Wealthland Consultants and Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 30 lecture meetings and 20 computer workshop meetings.*

**256.** *Lectures on Thursdays, 6.30–9.00 p.m., starting October 12, 1989. Room G3, James Hsioung Lee Science Building, University of Hong Kong. Computer Workshops on Tuesdays, 8.00–10.00 p.m., starting October 24, 1989. Training Centre of Wealthland Consultants and Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 30 lecture meetings and 20 computer workshop meetings.*

**257.** *Lectures on Thursdays, 6.30–9.00 p.m., starting October 12, 1989. Room G3, James Hsioung Lee Science Building, University of Hong Kong. Computer Workshops on Fridays, 6.00–8.00 p.m., starting October 27, 1989. Training Centre of Wealthland Consultants and Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 30 lecture meetings and 20 computer workshop meetings.*

**258.** *Lectures on Thursdays, 6.30–9.00 p.m., starting October 12, 1989. Room G3, James Hsioung Lee Science Building, University of Hong Kong. Computer Workshops on Fridays, 8.00–10.00 p.m., starting October 27, 1989. Training Centre of Wealthland Consultants and Management Ltd., Suite 611, Mount Parker House, Taikoo Shing, Hong Kong. 30 lecture meetings and 20 computer workshop meetings.*

**Fee: \$3,600** (including computer time).

This course is a follow-up of the Certificate Course in Digital Computer Programming. It aims to provide a thorough training in computer programming. Preference will be given to applicants who are programmers or potential programmers. Those who are able to enclose supporting documents to this effect are advised to do so. Interviews may be required.

**Minimum Entry Qualifications:** Applicants should have programming experience. Preference will be given to those who completed successfully a Certificate Course in Digital Computer Programming offered by the Department of Extra-Mural Studies, University of Hong Kong, 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 examina-

tion, completing the projects and attending at least 75% of the lectures and computer workshops.

Students are expected to do a certain amount of work in their own and are advised not to take any other public examination in the same year.

*Syllabus:*

PASCAL

Data Processing: handling of data; storage devices; introduction to systems analysis and design; project management; concepts of data base.

Data and File Structures: linear lists, stacks, queues, etc.; applications of fundamental data structures to programming techniques, searching and sorting; sequential files, indexed sequential files and direct files, their organization and processing.

Searching and Sorting Algorithms: linear search, binary search, direct search; internal and external sorts.

Operating Systems.

*Assignments:*

Ample computer time will be provided for exercise and assignments.

*Closing date for applications: September 22, 1989.*

*Enrolment for each course is limited to 16 students.*

Applicants must enclose photostat copies of appropriate certificates along with special application forms which are available on request from the Department. Applications which are not accompanied by relevant documents will not be considered. Please note that the course fees will only be collected from those successful applicants after the selection processes.

### **Advanced Programming Using C.**

**259. Lectures on Fridays, 7.00–9.00 p.m., starting October 27, 1989.**

*Room LG2, Hui Oi Chow Science Building, University of Hong Kong.*

*Workshops on Tuesdays, 6.30–9.30 p.m., starting November 7, 1989.*

*Room 209, Run Run Shaw Building, University of Hong Kong. 12 lecture*

*meetings and 10 workshop meetings.*

**Fee: \$1,500** (including computer time).

**260. Lectures on Fridays, 7.00–9.00 p.m., starting October 27, 1989.**

*Room LG2, Hui Oi Chow Science Building, University of Hong Kong.*

*Workshops on Thursdays, 6.30–9.30 p.m., starting November 9, 1989.*

Room 209, Run Run Shaw Building, University of Hong Kong. 12 lecture meetings and 10 workshop meetings.

**Fee: \$1,500** (including computer time).

**Tutors:** P. T. Ho, B.Sc. (Eng.), M.Phil., Ph.D. (H.K.), C.Eng., M.I.E.E., M.I.E.E.E., M.B.C.S., M.H.K.I.E., Senior Computer Officer, University of Hong Kong.

T. S. Lam, B.Sc., (Eng.) (H.K.), M.S. (U.S.C.), Computer Officer, University of Hong Kong.

These courses are to provide participants with a thorough coverage of the programming language C, with particular emphasis on good programming style and techniques. The power, expressiveness, versatility of the language will be demonstrated with examples taken from various application domains.

*Entry Requirement: Knowledge of at least one programming language.*

*Syllabus:* Introduction and a quick overview of C; an introduction to the C development environment on PC; simple I/O; basic data types, operators and expressions; control constructs; functions and program structures; advanced data types; advanced I/O; the ANSI Standard; operating system interfaces; applied data structures and algorithms; programming style and techniques; structured programming issues; efficiency considerations; and real life applications and examples.

*Enrolment for each course is limited to 16 students. (BY SELECTION)*

*Closing date for applications: October 14, 1989.*

Applicants must enclose photostat copies of appropriate certificates along with their application forms which are available on request from the Department. Applications which are not accompanied by relevant documents will not be considered. Please note that the course fees will only be collected from those successful applicants after the selection processes.

## **261. Data Communications with modems and the use of Bulletin Boards.**

*Lectures on Thursdays, 6.30-8.45 p.m., starting September 21, 1989.  
Room 721, Knowles Building, University of Hong Kong. 7 meetings.*

**Fee: \$480**

Data communication with modems adds a new dimension to the power of PC users. This course introduces the concepts and techniques in using data communications and Bulletin Board Systems (BBS). Participants are expected to have some knowledge in PC and DOS operation. Where

possible, demonstration on the use of modems and communication packages will be provided.

*Topics include:* Introduction to the concepts and fundamentals of data communications with modems and PC. General overview of the Bulletin Board System (BBS)—concepts, history, local establishments and communications between BBS. Public Domain softwares and BBS. Installation of modems and use of communication packages. The use of Opus BBS and Quick BBS. Introduction to the installation of BBS.

*Tutors:* Mr. K. W. Chiu, B.Sc. (Computer Science) (H.K.), Ass. Computer Officer, HKU.

Mr. C. K. Yuen, B.Sc. (H.K.), Cert.Ed. (H.K.), Demonstrator (H.K.)

### **The Principles and Applications of Microcomputer.**

**262.** *Lectures on Tuesdays, 6.30–9.00 p.m., starting October 31, 1989. Room 230, Knowles Building, University of Hong Kong. Workshops on Mondays, 6.00–7.30 p.m., starting November 10, 1989. Room 209, Run Run Shaw Building, University of Hong Kong. 10 lecture meetings & 8 workshop meetings.*

**Fee: \$850**

**263.** *Lectures on Tuesdays, 6.30–9.00 p.m., starting October 31, 1989. Room 230, Knowles Building, University of Hong Kong. Workshops on Mondays, 7.40–9.10 p.m., starting November 10, 1989. Room 209, Run Run Shaw Building, University of Hong Kong. 10 lecture meetings & 8 workshop meetings.*

**Fee: \$850**

*Tutors:* K. H. Leung, B.Sc., (Windsor), M.B.C.S., Computer Officer, University of Hong Kong.

S. Y. Leung, B.Sc., M.Phil. (H.K.), M.B.C.S., Computer Officer, University of Hong Kong.

M. Y. Y. Ng, B.Sc., (La Trobe), Assistant Computer Officer, University of Hong Kong.

This course is designed to provide exposure to various aspects of the microcomputers that are essential to the effective operations in a modern office. Emphasis will be put on the understanding of the software packages and the basic principles rather than the detailed manipulation of a particular software.

*Topics include:* Basic components of microcomputer, input/output devices, operating system concepts, word processing, ~~desk~~ top publishing, spread sheet, database, programming language (BASIC), office network, Chinese word processing, and relevant case studies.

*Enrolment for each course is limited to 16 students.*

## **Advanced Telecommunication on Facsimile System Design**

**264. Lectures on Wednesdays, 6.30-8.30 p.m., starting September 13, 1989. Room 230, Knewles Building, University of Hong Kong. 12 meetings.**

**Fee: \$490**

**265. Lectures on Fridays, 6.30-8.30 p.m., starting September 22, 1989. Room LG2, Hui Oi Chow Science Building, University of Hong Kong. 12 meetings.**

**Fee: \$490**

**Tutor-in-charge:** C. H. Cheung, B.Sc. (Taiwan)

Fax machine is an essential Telecommunication application in Office Automation. This course intends to show the participants how to design the digital and analog parts of a fax system step by step and gives a clear concept on CCITT Recommendations T.3, T.4 and T.30. As modem plays an important role in fax machine, an indepth introduction to modem theories and control will be covered.

*Topics include:* Basic modem theory; Structure of a fax machine; CCITT T.30 fax protocol; G1/G2 fax; G3 fax.

*Entry Requirement:* Basic knowledge of data communication and some experience with microprocessor applications.

## **Workshop on Applications of Artificial Intelligence in Banking & Finance.**

**Postgraduate Certificate Course in Computing Studies.**

**Certificate in Digital Computer Programming.**

**Certificate in Advanced Microcomputer Applications.**

*Individuals who are interested in the above courses should send a self-addressed envelope, with clear indication of the course/course information required, to Miss C. Ho, Department of Extra-Mural Studies, University of Hong Kong.*

## **IN-HOUSE TRAINING COURSES**

**Computer Courses for Municipal Services Administration Staff**  
*Institutes, companies, Societies and government departments who are interested in arranging in-house training courses in Computer Studies for their employees/members should contact Miss C. Ho 5-8592793.*

*See also:*

**342. University Certificate Course in Software Engineering.**  
(Page 95 )

**836. A Layman's Approach to Microcomputers.** (Page 230)

# **Contemporary China Studies**

*Staff Tutors:* L. H. Rebecca Chiu, *Telephone* 5-8592786  
Koon-ki T. Ho, *Telephone* 5-8592792

## **271. Postgraduate Certificate Course in Contemporary China Studies.**

*Thursdays, 7.30–10.00 p.m., starting October 19, 1989. Room 28, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. Fee: \$2,200*

*The Aim:* The return of China to the family of nations and her growing commitment in Hong Kong's development have necessitated the study of contemporary China in the post-Mao Era. The present leadership advocates the modernization and opening of China within the framework of socialism "Chinese-style". As a bridge between China and the outside world, Hong Kong has become the unique place to witness such a change and to procure first-hand information and source materials for in-depth studies and critical analysis.

The Postgraduate Certificate Course in Contemporary China Studies has been designed to meet the special requirements of those who need to gain a balanced knowledge of China's recent development. The main themes are:

- the experiences earned from past achievements and frustrations,
- the goals of modernization under the new leadership,
- the breakthroughs in China's transformation from a backward nation into a modern industrialized socialist state, and
- the trends for future development.

### *The Curriculum:*

- Ideology
- Government and Public Administration, Defence Modernization and International Relations
- Economic Modernization
- Legal System and Social Changes

*Directors of Studies:* Owen H. H. Wong  
Rebecca L. H. Chiu  
Wai-chor So

<i>Teaching Staff:</i>	C. H. Chai	Alfred H. Y. Lin
	Rebecca L. H. Chiu	K. T. Lo
	Audrey Donnithorne	Michael Y. L. Luk
	Clare Hollingworth	W. C. So
	C. L. Huang	S. C. Tam
	Lee Ngok	Wang Gungwu
	Donald J. Lewis	Owen H. H. Wong

Guest lecturers and other China specialists will also be invited.

*Admission requirements:*

- Either University graduates or equivalent with related academic background;
- or Executives or professionals with at least three years of relevant experiences;
- or In exceptional cases, outstanding candidates without the above-listed qualifications might be considered for admission after an interview.

*Enrolment is limited to 25 persons.*

*Duration & Time:* Thursdays, 7.30–10.00 p.m. from October 19, 1989 to May 24, 1990.

*Award of certificate:* Students will be awarded a Certificate provided that

1. they pass the final examination,
2. they attend at least 80% of the meetings scheduled, and
3. they complete all the course assignments.

Final Examination will be held on June 7, 1990, Thursday, 7.30–9.40 p.m.

*Application:* Application for admission to the course should be made on a special form, available at the Department of Extra-Mural Studies; or by post through written request made to the Department with a self-addressed stamped envelope. Completed application forms should be accompanied by

1. copies of relevant certificates or diplomas,
2. a crossed cheque of HK\$2,200 in favour of the University of Hong Kong (cheques from applicants who are not admitted will be refunded), and if possible
3. letter of recommendation from employers or academic personnel

and should reach Dr. R. Chiu, Department of Extra-Mural Studies, University of Hong Kong, not later than September 18, 1989.

**Fee Refund:** on being accepted for this course, teachers from secondary schools will be sent a half fee refund application form, which they should

forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools. (Places limited to 5.)

## 272. 中華人民共和國三十五年概論

(Introduction to Contemporary China:the First 35 Years)

主講人：盧佳定先生，B A, M Phil (H K), M Sc (Lond)

地點：香港大學校外課程部市區中心10室（信德中心西翼九樓）

時間：一九八九年九月廿六日起每星期二下午七時四十五分至九時十五分

全期學費：二百四十元（共十二講）

本課程旨在勾畫出中華人民共和國過去卅五年發展的主線，並探討其間發生的重要政治運動，希望藉此使學員掌握這段時期的中國歷史，及能透過所學作為推測未來政治趨勢的根據。

課程內容包括：（一）中國共產黨的崛起；（二）蘇聯社會主義模式影響下的中國經濟與政治運動；（三）從「百花齊放」「百家爭鳴」運動到八十年代的民主運動之演變；（四）「大躍進」與「人民公社」的理論與實踐；（五）六十年代初期經濟調整政策；（六）無產階級文化大革命的成因與影響；（七）「林彪事件」所揭示的中國人民解放軍的角色演變；（八）「四人幫」的興起與滅亡；（九）從毛澤東思想到鄧小平路線探究中國共產黨在意識型態上之轉變；（十）四個現代化的困難及展望。

選修本課程學員無須具備任何事前學識，歡迎對現代中國有興趣人士報名參加。最早報名的十位合資格教師可向教育署申請退還半費。

申請教育署退還半費手續：凡政府、資助或私立學校之教師修讀以上課程，均可向教育署申請退還半費。請於接獲本部取錄函件及申請書後，連同學費收據，逕向教育署申請。（如欲申請教育署退還半費者，須於九月十四日前向本部報名）。

**In order to receive the next issue of this  
Prospectus, please turn to page 262 .**

# **Economics, Banking & Statistics**

*Staff Tutor: Jennifer G. H. Ng, Telephone 5-8592783*

## **LONDON UNIVERSITY EXTERNAL B.Sc. ECONOMICS**

These are a series of courses designed to help candidates prepare for the Part I and Part II of the B.Sc. Economics examinations. The courses are particularly relevant for those students who have chosen one of the following pathways: Economics; Economics and Management Studies; Accounting; Management Studies; Banking Trade and Industry. Individual courses may be applicable to students taking other pathways.

It is not necessary to be registered as an external student with London University to attend these courses though students who wish to take the B.Sc. examinations in June 1990 will normally have to register by October 1989. For details of London University registration, see p. xxiii.

These courses may also be of use to students taking professional examinations whose syllabuses are similar.

### **276. Economics B1** (London University Syllabus No. 0002).

*G. H. Ng, B.A., M.Soc.Sc., P.C.Ed. Wednesdays, 6.15-7.45 p.m., starting September 20, 1989. Room 121, University Main Building. 30 meetings.*

**Fee: \$1,100**

An introduction to the treatment of economic problems aimed at giving students the conceptual basis and necessary analytical tools for understanding contemporary economics. Theory of consumer behaviour; theory of the firm; market equilibrium; imperfect competition; factors markets; general equilibrium theory; welfare economics and the implications of various forms of intervention in the markets for goods and factors. Macroeconomic equilibrium in the goods and money markets. Models of unemployment, inflation, growth and the balance of payments. International trade. The assessment of policies to alleviate macroeconomic problems.

### **277. Elements of Statistics—New Syllabus**

*(London University Syllabus No. 0007).*

*Shirley Y. Coleman, B.Sc., M.Sc., Ph.D. (Newcastle-Upon-Tyne). Thursdays, 6.15-7.45 p.m., starting September 21, 1989. Room LG2, Hui Oi Chow Science Building, University of Hong Kong. 30 meetings.*

**Fee: \$1,100**

The course will give an introduction to statistics for students with some competence in mathematics.

The topics will be: Descriptive statistics and exploratory data analysis, elementary probability and important distributions, estimation and hypothesis testing, goodness-of-fit tests, correlation, regression and analysis of variance, basic survey sampling.

**278. Banking 1-New Syllabus** (London University Syllabus No. 0008).

Peter Yip Hoi-hing, A.C.I.B., D.M.S. *Saturdays, 2.00–3.30 p.m., starting September 23, 1989. Room 121, University Main Building. 30 meetings.*

**Fee: \$1,100**

*Objectives*

The aim is to provide an introduction to the theory, structure and operations of financial institutions and markets with an emphasis on banking operations. The UK banking market is taken as the main model but wherever possible this should be related to other financial systems.

*Topics:* Financial Structure; Financial Intermediaries; Moneys and the Money supply; Deposit Banks; Developments in Banking Operations; Central Banking; The Money Markets; Monetary Policy; Comparative Banking and International Banking.

**279. Introduction to Sociology** (London University Syllabus No. 0010).

T. W. P. Wong, B.Soc.Sc. (H.K.), B.Phil., D.Phil. (Oxon.). *Wednesdays, 8.00–9.30 p.m., starting September 20, 1989. Room 141, University Main Building. 30 meetings.*

**Fee: \$1,100**

This course aims to:

- 1) Introduce key sociological concepts, issues, controversies and problems;
- 2) Relate these concepts and the debates that surround them to the principal theoretical frameworks;
- 3) Apply these concepts to substantive research;
- 4) Assess conceptual modifications and developments.

The course is deliberately selective. It does not aim to provide a comprehensive, superficial review of sociology as a whole, but rather to concentrate attention on certain central issues which can be considered in some depth. The course is divided into four sections:

*Section 1: Value integration*

An examination of how societies operate as functional wholes through the processes of value integration and socialization. The theoretical framework from which this notion derives is that of structural functionalism. The substantive area of application will be the family. Issues and controversies will centre around the notion of value consensus and the 'over-socialised conception of man' that it presupposes.

### *Section 2: Anomie*

Discussion of the breakdown in social and moral integration as hypothesized in Durkeim's classic study of suicide. As well as suicide itself, the concept will also be applied to the substantive problem of criminality following Merton's conceptual modification of 'anomie' and its further application by 'sub-cultural theorists' to gang delinquency. Issues arising include methodological criticisms of Durkheim and his followers for their reliance on official statistics and conceptual criticisms of the concept of anomie and its relationship to 'egoism', 'altruism' and 'fatalism' in Durkheim's original work.

### *Section 3: Class and class conflict*

Consideration of the marxist notion of class and its attendant conceptual framework. Issues relate to whether this conception of class adequately explains contemporary industrial society. Substantive areas to which the concept may be applied include ownership and wealth, the changing structure of manual and non-manual occupations, trade unionism, political behaviour and inequality in the Soviet bloc. Conceptual debates and modifications include definitions of inequality based on status and power relations.

### *Section 4: Authority and bureaucracy*

The Weberian notion of authority, especially legal-rational authority as it is epitomised in the bureaucratic form of organization, will form the focus of this section. The central issue will be the applicability of the ideal-type of bureaucracy to actual large-scale organizations. Substantive applications will concentrate upon the interplay between formal and informal structures in organizations of many different types.

## **280. Mathematics for Economists** (London University Syllabus No. 0012).

E. H. Li, B.Sc., M.Sc. (Wash.), Dip.B.T.M., F.S.S., A.F.I.M.A., F.B.S.C.  
*Thursdays, 8.00-9.30 p.m., starting September 21, 1989. Room LG2,  
Hui Oi Chow Science Building, University of Hong Kong. 30 meetings.*

**Fee: \$1,100**

Elementary functions and graphs, solutions of set of equations, indices and logarithms. Sequences and series, especially arithmetic and geometric progressions. Calculus of one variable: differentiation, maxima and minima, exponential and logarithmic functions, integration. Calculus of several variables: partial differentiation, unconstrained and constrained optimisation. Linear difference equations, linear differential equations.

Elementary linear algebra: vectors, linear dependence, dimension and basis, matrix arithmetic, matrix inversion, rank and nullity of a matrix, determinants, solution of systems of linear equations.

The application of the above tools to economics: supply and demand analysis, national income determination, profit maximisation, growth elasticity, production theory, consumer theory, discounting, consumer surplus, dynamic economic models, input-output analysis.

**281. Economics B2** (London University Syllabus No. 0013).

W. H. Lee, B.Soc.Sc., M.Soc.Sc. *Mondays, 8.00–9.30 p.m., starting September 18, 1989. Suite 1504–05, Extra-mural Town Centre, Shun Tak Centre, West Tower, 15/F. 30 meetings.*

**Fee: \$1,100**

The course consists of two parts, micro and macroeconomics. In microeconomics the stress is on the analysis of the functions of the market mechanism in determining relative prices of goods and factors of production, and the allocation of resources under different market structures; for example, perfect competition and monopoly. A limited amount of time is also devoted to an analysis of the interrelationship between the prices of goods and factors in a general equilibrium framework. The macroeconomics section concentrates on the determination of aggregate demand, the price level, inflation and unemployment. Here the stress is on the interrelationship between goods markets (consumption, investment, government expenditures), asset markets (money, bonds), and labour markets. Within this framework, fiscal and monetary policies are examined. The analysis is then extended to examine how international trade and capital flows impinge on domestic variables and affect the choice and effectiveness of government policies.

**282. Elements of Econometrics and Economic Statistics**

(London University Syllabus No. 0020).

A. K. F. Siu, B.A. (Brandeis), Ph.D. (Harv.). *Fridays, 6.15–7.45 p.m., starting September 22, 1989. Room LG106, K.K. Leung Building, University of Hong Kong. 30 meetings.*

**Fee: \$1,100**

*Economic Statistics*

The framework of national income accounting. Concepts of national income

and its components, problems of measurement at current and constant prices; index numbers, including the Retail Price Index, Consumer Price Index and the Index of Industrial Production. The Balance of Payments and Trade Statistics. The measurement and comparison of 'standards of living' between countries and over time.

#### *Econometrics*

Probability, random variables, expected values, estimation and confidence intervals, hypothesis testing. Covariance and correlation.

Simple and multiple regression analysis; test statistics, problems of multicollinearity and misspecification; transformation of variables, dummy variables, proxy variables; serial correlation, heteroscedasticity; measurement errors and the Permanent Income Hypothesis; simultaneous equation bias, indirect least squares, instrumental variable estimation, two-stage least squares; model evaluation.

#### **283. Elements of Accounting and Finance** (London University Syllabus No. 0019).

Y. H. Tsang, M.B.A. (U.E.A.), F.C.C.A., A.C.I.S., A.H.K.S.A., C.P.A. *Thursdays, 8.00-9.30 p.m., starting September 21, 1989. Suite 1504-05, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 15/F. 30 meetings.*

**Fee: \$1,100**

Balance sheets, funds statements, income accounts and other accounting statements relating to past events and planned activities: their construction, use and interpretation. Accounting conventions: their nature, purposes and limitations.

The nature and capital structure of limited companies. Candidates will be expected to appreciate the essential differences between the accounting and economic concepts of income and to understand the basic arguments for, and against, the need for a conceptual framework of accounting.

Introduction to budgetary planning and control, and to long-range planning and capital investment appraisal.

#### **284. Marketing** (London University Syllabus No. 0036).

Y. K. Chan, B.B.A. (C.U.H.K.), M.B.A. (C.U.H.K.), Dip.C.I.M. *Mondays, 6.15-7.45 p.m., starting September 18, 1989. Suite 1504-05, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 15/F. 30 meetings.*

**Fee: \$1,100**

The nature, scope and historical evolution of the marketing function, its role in the economy and in the company.

Corporate strategy and marketing. The marketing mix. The consumer and the industrial buying processes.

Marketing intelligence and monitoring: research, experiment and testing. Product policy decisions, product mix and new product evaluation. Pricing and bidding strategies. Sales promotion: planning, budgeting and implementation.

Distribution: channel role decisions and logistics. The sales force: role and deployment.

International marketing.

Marketing organisation and control.

**285. Mathematics for Management** (London University Syllabus No. 0038).

R. H. F. Chan, B.Sc. (C.U.H.K.), M.Sc., Ph.D. (New York). *Thursdays, 6.15-7.45 p.m., starting September 21, 1989. Suite 1504-05, Extra-Mural Town Centre, West Tower, 15/F. 30 meetings.* **Fee: \$1,100**

Sets and sub-sets: null and universal sets: unions, intersections and complements; Ven diagrams.

Mathematical function and graphs; exponentials, logarithms and indices. Functions for revenue, demand, cost and economies of scale. Break-even analysis.

Integration and differentiation: maxima and minima: partial differentiation: constrained and unconstrained optimisation.

Mathematics of finance; sequences, arithmetic and geometric progressions, compound interest, present value, discounting and annuities. Index numbers.

Vectors and matrices; linear independence, dimensions and bases, vector and matrix arithmetic, matrix inversion, determinants, linear equations.

Difference and first order differential equations, solution and applications. Introduction to Operational Research, Construction of Models, Linear Programming, Inventory Control and Network Analysis.

**286. London University Diploma in Economics  
and  
University of Hong Kong Extra-Mural Certificate in  
Mathematics and Sociology**

*I. Introduction*

This new course is designed for students who do not hold formal university entrance qualifications, but who have the ability to follow a part-time course leading to the award of the Diploma in Economics. The Diploma should be of particular interest to those whose work involves them in issues concerning economic, financial, commercial and social policy. Holders of the Diploma will be exempt from Part I of the London University B.Sc. (Econ.) examinations and may proceed to Part II taking pathways including Economics; Management Studies; Economics and Management; and Accountancy.

*II. Course Structure*

The course is of two years duration during which students will study four units:

1. Mathematics
2. Economics
3. Elements of Statistics or  
Introductory Social and Economic Statistics
4. Introduction to Sociology or  
Structure of International Society

Each unit will have a series of lectures backed by tutorials. A course in study skills and use of English is a compulsory component of the programme

Year I of the programme will commence in September 1989.

*III. Course Award*

Students will take examinations at the end of Year I and Year II. Those students who successfully complete year one will be awarded the University of Hong Kong's Extra-Mural Studies Certificate in Mathematics and Sociology. Successful completion of the second year will result in the award of the London University Diploma in Economics which will give exemption from Part I of the B.Sc. (Econ.) External Degree of London University, after which students may progress to parts II and III of the Degree.

The Hong Kong University E.M.S. Certificate in Mathematics and Sociology can only be awarded to students who have:

1. passed the London University examinations at the end of the first year;
2. completed the course assignments; and
3. satisfied the examiners with their attendance at the lectures and tutorials.

#### *IV. Entrance Requirements*

Applicants must have a good command of English and possess a credit pass in mathematics in the Hong Kong Certificate of Education Examination (or equivalent). In addition all applicants must attend an entrance examination to test their ability in use of English before they are permitted to enrol into the programme.

#### *V. Course Personnel*

*Course Co-ordinator*—Jennifer G. H. Ng, B.A., M.Soc.Sc., P.C.Ed.

Lecturers:

Sociology—Han, D. W. T., B.A. (Internal Christian), M.A. (Leic).

Mathematics—Yao, T. H., B.Sc. (H.K.), Dip.Math. (Gott).

Statistics—Coleman, S. Y., B.Sc., M.Sc., Ph.D. (Newcastle-Upon-Tyne).

Economics—Ng, Jennifer G. H., B.A., M.Soc.Sc., P.C.Ed.

Introductory lectures and revision sessions will be provided by staff from the London School of Economics and Imperial College, London.

#### *VI. Registration and Fees*

Students must register for the Extra-Mural Studies course before embarking on registration with London University (see p.xxiii). The First year course fee is \$4,500. Students must also pay the London University registration and examination fees.

*Please write in for details enclosing a stamped self-addressed envelope.*

#### **287. Principles of Economics I: Microeconomics.**

Joseph Hu, M.Econ. (North Carolina State). *Fridays, 6.15–7.45 p.m., starting September 22, 1989. Room G3, James Hsioung Lee Science Building, University of Hong Kong. 20 meetings.*

**Fee: \$435**

This course is suitable for those who wish to understand the basic principles of microeconomics (price theory). Topics covering utility and value, prices and costs, markets and firms, property rights and information costs will be examined in relation to the Hong Kong economy. Good mathematics is not required but ability to interpret graphical presentation is essential.

This course is suitable for those who intend to sit for a professional examination requiring a paper in economics.

*Medium of instruction: English and Cantonese.*

**288. Principles of Economics II: Macroeconomics.**

Joseph Hu, M.Econ. (North Carolina State). *Fridays, 8.00–9.30 p.m., starting September 22, 1989. Room G3, James Hsioung Lee Science Building, University of Hong Kong. 20 meetings.*

**Fee: \$435**

Students will be provided with some basic economic knowledge to understand and analyze current economic issues. It consists of four parts. Part I introduces the basic structure of a simple macro-economy, showing how the various sectors interact. Part II focuses on the factors affecting the decisions of consumption, investment and government expenditure. Part III introduces the theories and the roles of fiscal and monetary policies in an economy to shed light on the problems of inflation and unemployment. The last part will extend the simple macro-economy to include the foreign sector. In particular, the balance of payments and the rate of exchange will be discussed.

*Medium of instruction: English and Cantonese.*

**289. Monetary Economics.**

Joseph Hu, M.Econ. (North Carolina State). *Saturdays, 2.00–4.00 p.m., starting September 23, 1989. Room 23, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 20 meetings.*

**Fee: \$500**

This course is designed for those who will be taking the Stage 2 Monetary Economics paper of the Chartered Institute of Bankers. Topics include: the concept of money, the U.K. Financial System, the money supply, aspects of monetary theory, interest rates, monetary policy, balance of payments and exchange rates. A.C.I.B. candidates are preferred.

*Medium of instruction: English and Cantonese.*

**290. Elements of Banking**

Conrad Chang, B.Soc.Sc. (Econ.) (H.K.), A.C.I.B., A.C.I.S., C.Dip.A.F., M.M.S. *Tuesdays, 6.30–9.00 p.m., starting September 19, 1989. Room 142, University Main Building. 14 meetings.*

**Fee: \$435**

This course is designed for those who will be taking the Local Stage I Elements of Banking paper of the Chartered Institute of Bankers. Topics include: banking and financial system, banking services and foreign trade, and principles of bank lending.

## **291. Practice of Banking I.**

*C. S. Chan, A.C.I.B. Thursdays, 8.05–9.35 p.m., starting September 21, 1989. Room 22, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 15 meetings.*

**Fee: \$365**

The aim is to prepare students for the Practice of Banking I examination of Stage 2 Banking Diploma of the Chartered Institute of Bankers. The course content will follow the syllabus as required by the A.C.I.B. examinations (e.g. relationship of banker and customer, banking operations, types of account holder and securities for advances.) Candidates must have passed the Law Relating to Banking examination conducted by the Chartered Institute of Bankers.

## **292. General Principles of Law.**

*Peter Ho, B.A. (Hons.) (C.U.H.K.), Solicitor. Mondays, 6.15–9.15 p.m., starting September 25, 1989. Room 101, James Hsioung Lee Science Building, University of Hong Kong. 16 meetings.*

**Fee: \$600**

The aim of the course is to give a sound knowledge of the general principles of law to students preparing to sit for the A.C.I.B. Stage I examinations. The course content strictly follows the syllabus as required by the Chartered Institute of Bankers. Topics include: the nature and sources of Hong Kong law, corporations and unincorporated associations, torts, contract, trusts, succession, land laws and negotiable instruments. A few sessions will be devoted to solving the problems from past examination papers.

*Medium of instruction: English and Cantonese.*

## **293. General Principles of Law.**

*Peter Ho, B.A. (Hons.) (C.U.H.K.), Solicitor. Thursdays, 6.00–8.00 p.m., starting September 21, 1989. Room 22, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 23 meetings.*

**Fee: \$600**

*See entry for Course No. 292.*

## **294. Investment Banking.**

*H. K. Kong, P.Mgr. (Canada), A.C.I.B., Dip.F.S., A.C.I.S., M.I.C.M. (Grad.), A.A.I.A., M.Inst.A.M. (Dip.), A.C.I.Arb. Thursdays, 8.30–10.00 p.m., starting September 21, 1989. Room 11, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 20 meetings.*

**Fee: \$460**

Investment banking has gradually evolved out of merchant banks and securities firms around the world. This change takes place as most financial institutions aim at integration of their international networks. Topics to be

discussed: U.S. credit market and international banking system, eurocurrency markets and offshore banking facilities, corporate treasury management, capital markets instruments, commercial papers, euronotes, floating rate notes, eurobonds, transferable loan certificates, credit rating, swaps, mergers and acquisitions, placement of instruments. Discussion will also be made of International Equity and the International Primary Market Association.

Bank executives with two years' experience are preferred.

### **295. Merchant Banking Services.**

Kong Hin-man, A.C.I.B., F.I.C.B., S.C.I.S., C.Dip.A.F., M.I.C.M. (Grad.).  
*Saturdays, 2.00-3.30 p.m., starting September 23, 1989. Room 11,  
Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 16 meetings.*

**Fee: \$370**

Course participants will be introduced to up-to-date knowledge about merchant banking activities. Discussion topics include: syndication of lendings and facilities, interest rate and currency swap, treasury services, portfolio management, acquisition and merger, unit trust, factoring etc.

*Medium of instruction: English and Cantonese.*

### **296. Wholesale Banking.**

H. K. Kong, P.Mgr. (Canada), A.C.I.B., Dip.F.S., A.C.I.S., M.I.C.M. (Grad.),  
A.A.I.A., M.Inst.A.M. (Dip.), A.C.I.Arb. *Fridays, 7.45-9.45 p.m., starting  
September 22, 1989. Room 721, Knowles Building, University of Hong  
Kong. 15 meetings.*

**Fee: \$470**

With increasing competition in banking, business managers are allocating resources to specific customer groups. The marketing and servicing of commercial and merchant banking services to company accounts has become top priority for bankers. The course will focus on the widely-developed concept of wholesale banking. Topics include: business needs and corporate banking services, international financial markets and local credit markets, relationship banking and staffing of wholesale banking divisions, import/export finance, guarantee and trade information service, foreign exchange and treasury service, money and capital markets instruments, specialist and computer services, insurance and pension fund management.

## **297. Import and Export Banking.**

*Robert Au Sui-chee, A.C.I.B. Saturdays, 2.30–5.30 p.m., starting October 7, 1989. Room M7, University Main Building. 10 meetings. Fee: \$490*

This banking course is specially designed for those working in banks' bills departments and/or shipping sections of import/export firms, who have a strong desire to widen their international trade knowledge and practice. The topics will include all types of letters of credit, collection bills, functions of various banks and their updated services, uniform customs and practice for documentary credits publication No. 400 and Collection Rules No. 322, foreign exchange concepts and calculation practice. Case study and relevant solutions will be provided in class to ensure candidates' thorough understanding. After completion, students should be able to solve basic bills problems.

Participants are expected to have F.6 standard.

*Medium of instruction: English and Cantonese.*

## **298. Bank Lending and Credit Analysis.**

*Peter Yip, A.C.I.B., D.M.S. Thursdays, 6.15–9.15 p.m., starting October 5, 1989. Room G4, James Hsiong Lee Science Building, University of Hong Kong. 6 meetings. Fee: \$285*

This course is designed for banking staff who would need a comprehensive basic knowledge on bank lending and credit analysis. Topics include: principles of good lending, securities for bank lending, ratio analysis, funds flow analysis, management accounting, budgeting and cash flow forecasting and review and control of client's facilities.

Banking staff working in loans department or other departments with 1 or 2 years experience are preferred.

*Medium of instruction: Cantonese supplemented by English where appropriate.*

## **299. Investment Management.**

*Simon Mak Kwai-ming, B.A. (Hons.), M.B.A. (C.U.H.K.). Tuesdays, 8.00–9.30 p.m., starting September 19, 1989. Room 13, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 15 meetings. Fee: \$360*

This course aims at introducing various common investment devices and opportunities to the small investors and savers. Topics includes types of investments, assessing the performance of a company, issue of shares, options and warrants, unit trusts and portfolio planning and management.

### **300. Securities Law in Hong Kong.**

Stephen Leung Sze-wing, LL.M. (Cantab.), P.C.L.L. (H.K.). *Wednesdays, 7.45–9.45 p.m., starting September 20, 1989. Room 12, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 15 meetings.* **Fee: \$370**

The course will cover both the legal and practical aspects of the securities industry in Hong Kong. It will be particularly appropriate to business executives in the banking, fund management and securities industry though no prior knowledge of the subject is required. Topics include regulatory frameworks; the issue of securities and public floatation; company law in relation to shareholders' voting and rights; trading in the stock market and duty and liability of brokers; takeovers and mergers; regulation of trading practices and market malpractices in the securities market; insider trading; disclosure of beneficial interest in shareholding; taxation of debt securities in Hong Kong; regulation and structure of the unit trust and futures industry in Hong Kong; globalisation of the securities market.

### **301. Foreign Exchange and Treasury Management for Company Executives.**

H. K. Kong, P.Mgr. (Canada), A.C.I.B., Dip.F.S., A.C.I.S., M.I.C.M. (Grad.), A.A.I.A., M.Inst.A.M. (Dip.), A.C.I.Arb. *Thursdays, 6.55–8.25 p.m., starting September 21, 1989. Room 11, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 20 meetings.* **Fee: \$445**

Effective management of foreign exchange and treasury functions is vital to profit contribution in corporations. A company executive is expected to have a good understanding of market practice and related techniques. The main topics covered are: business needs and foreign exchange services, foreign exchange markets and practice, functions and staffing of the treasury department, understanding of market information, euromarket, corporate approach to currency management, hedging techniques, financial futures and options, management control and technology-based treasury services, ECU and composite currency.

Corporate executives with three years' financial management experience are preferred.

### **302. Swap Financing Techniques.**

H. K. Kong, P.Mgr. (Canada), A.C.I.B., Dip.F.S., A.C.I.S., M.I.C.M. (Grad.), A.A.I.A., M.Inst.A.M. (Dip.), A.C.I.Arb. *Mondays, 6.50–9.50 p.m., starting September 18, 1989. Room 21, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 5 meetings.* **Fee: \$250**

Swaps have become more important as a means of finance to companies. Corporate officials who understand the operation of swap transactions will

benefit the financial position of their companies. Topics include the following: use of swap in corporate financial management, types of swap transactions, pricing and quotation, credit risk and exposure management.

### **303. Risk Management Products.**

H. K. Kong, P.Mgr. (Canada), A.C.I.B., Dip.F.S., A.C.I.S., M.I.C.M. (Grad.), A.A.I.A., M.Inst.A.M. (Dip.), A.C.I.Arb. *Mondays, 6.50–9.50 p.m., starting November 6, 1989. Room 21, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 6 meetings.*

**Fee: \$285**

With volatile movements in interest and exchange rates companies have to understand the use of risk management products in order to minimize negative impact on corporate profits. This course explains product features and liability of use of futures, options products traded in exchanges and those developed by banks and brokers. Discussion will also be made of the packaging of risk management products in company financing and investment programmes.

### **304. Foreign Exchange and Money Markets.**

Kong Hin-man, A.C.I.B., F.I.C.B., A.C.I.S., C.Dip.A.F., M.I.C.M. (Grad.). *Fridays, 6.15–7.45 p.m., starting September 22, 1989. Room 721, Knowles Building, University of Hong Kong. 16 meetings.*

**Fee: \$370**

Exchange rates and interest rates movements can affect every corporate treasurer and individual investor. Various approaches can be adopted to hedge the risk. Activities in spot, forward, swaps, financial futures and options markets are discussed. Internal control procedures are also included.

*Medium of instruction: English and Cantonese.*

### **305. International Capital Markets.**

Kong Hin-man, A.C.I.B., F.I.C.B., A.C.I.S., C.Dip.A.F., M.I.C.M. (Grad.). *Mondays, 6.15–7.45 p.m., starting September 25, 1989. Room 122, University Main Building. 16 meetings.*

**Fee: \$370**

International capital markets have been growing rapidly in past years. Various large organisations have through the markets raised funds by means of various equity, debt and hybrid instruments. This course will introduce the latest developments in these aspects.

*Medium of instruction: English and Cantonese.*

### **306. Introduction to Financial Futures and Options.**

Kong Hin-man, A.C.I.B., F.I.C.B., A.C.I.S., C.Dip.A.F., M.I.C.M. (Grad.).  
*Mondays, 7.45-9.30 p.m., starting September 25, 1989. Room 122  
University Main Building. 16 meetings.*

**Fee: \$370**

Financial futures and options investments are getting more popular throughout the world. This course is designed to introduce to the beginners the various practical issues relating to the investment in financial futures and options.

*Medium of instruction: English and Cantonese.*

### **307. Foreign Exchange Management and Investment.**

Daniel Chan, M.B.A. (U.E.A.). *Mondays, 7.45-9.15 p.m., starting September 18, 1989. Room 12, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 15 meetings.*

**Fee: \$340**

This course is intended for corporate executives, banking staff, brokers and individual investors who wish to have a thorough understanding of Foreign Exchange mechanism, its risk and management. Topics include: FX system, FX risk, Mean-variance Theorem, Capital asset pricing model, Money market, Monetary system, EMS, ECU, Eurodollars, Asian dollars, Special Drawing Right (SDR), Monetary theories and policies, Profitable investment techniques, Hedging and Arbitrage on FX and interest rates, Technical analysis, Specific analytical tools, Stochastic analysis, Financial futures, Currency option, Portfolio management.

### **308. 押匯信用狀實務操作 (Documentary Credits Operations)**

主講人：葉海興先生，A.C.I.B., D.M.S

地點：香港大學厲樹雄科學館G 4室

時間：一九八九年十一月十六日起每星期四下午六時十五分至九時十五分

全期學費：一百九十元 (共四講)

本課程為任職於出入口貿易公司及銀行押匯部從業員而設。內容包括押匯信用狀的用途及操作過程；信用狀須附的單據；信用狀之開立，修改及通知；審核押匯信用狀的依附文件；信用狀的償款方法及特殊信用狀的操作過程等。

### **309. 金融期貨交易 (Introduction to Financial Futures Trading)**

主講人：由香港期貨交易所有限公司安排期貨業內人士主講

地點：香港大學校外課程部市區中心13室（信德中心西翼九樓）

時間：一九八九年九月十九日起每星期二下午六時至七時四十五分

全期學費：二百四十元 (共八講)

本課程適合對期貨買賣，特別對香港期貨市場之操作及發展有興趣的人士參加。內容包括期貨買賣的基本概念及方式、市場組織、運作及分析技巧和各類期貨合約簡介等。

### **310. Introductory Statistics.**

H. B. Yeung, B.Sc. (Thames Poly.). *Saturdays, 4.00–5.30 p.m., starting September 23, 1989. Room 13, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 20 meetings.*

**Fee: \$375**

The primary objective of this course is to provide students with a basic knowledge of statistical concepts that will be useful in business and in the biological, social, or physical sciences. Topics include elementary graphical method, measures of central tendency and variability, elementary probability theory, discrete and continuous distribution, sampling distribution, point and interval estimation, hypothesis testing, regression and correlation analysis, elementary statistical design of experiment and analysis of variance, contingency tables, and nonparametric statistics. The only mathematics prerequisite of this course is elementary algebra.

*Medium of instruction: English and Cantonese.*

### **311. 怎樣進行抽樣統計調查 (How to Conduct Sample Surveys)**

主講人：由香港統計學會會員擔任

地點：香港大學校外課程部市區中心13室（信德中心西翼九樓）

時間：一九八九年九月二十五日起每星期一下午六時十五分至七時四十五分  
全期學費：二百五十元（共八講）

抽樣統計調查在香港日漸流行，應用十分廣泛，有私人公司因商務需要而進行的，也有公共事務和社會研究方面為蒐集資料或意見而舉辦的。若要調查結果可靠，籌劃和進行調查以至分析資料，均須具備足夠的專業知識和經驗，並加以小心運用。

為推廣統計調查的知識及其正確的應用，香港統計學會與本部合辦這課程以便全面介紹抽樣統計調查的各個主要步驟，例如：整體規劃、問卷設計、樣本設計和抽選、資料蒐集、數據分析和調查報告等等。對自己進行抽樣統計調查的人士而言，深入了解這些內容，是非常重要的。而委托他人進行調查的人士，亦應對這些內容有相當的認識，以便能定下對調查方法和質素的要求。一般人士亦會從本課程獲得抽樣統計調查的基本知識，從而知道怎樣去評估調查結果的可靠程度。

本課程深入淺出，學員無須具備統計學的訓練。

## **Education**

*Staff Tutor: John Holford, Telephone 5-8592787 / 5-8591081*

### **321. Learning Through Play.**

*Mrs. Susan Kerley and others. Tuesdays, 7.45–9.45 p.m., starting October 3, 1989. Bradbury Room, Pre-School Playgroup Association Headquarters, Old British Military Hospital Building, East Wing, 2/F., 12 Borrett Road, Hong Kong. 12 meetings.*

**Fee: \$350**

An introduction to the "Playgroup", its theory and practice, leading to a deeper understanding of the needs of pre-school children. The course aims at enhancing the appreciation of the emotional, intellectual, aesthetic and physical needs of the pre-school child, the meaning of parent participation and an understanding of playgroup presentation and management appropriate to Hong Kong. There will be ample opportunities for an interchange of ideas with the speakers who are specialists in their respective fields.

Topics to be discussed include the aims of pre-school education; play, its purpose, value and choice of play material; imaginative and fantasy play; creative activities for children; the role of music; language development; problems and pressures of Hong Kong playgroups.

The course is intended for playgroup teachers, parents and others interested and is organized in co-operation with the Hong Kong Branch of the Pre-School Playgroup Association. *Enrolment is limited to 30.*

**Fee Refund:** on being accepted for this course, teachers will be sent a half fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools. *(Closing date for enrolment at the Extra-Mural Department: 10 days before the commencement of the course.)*

### **322. New Approaches to Teaching and Counselling Young People I**

*Atara Sivan, B.A., M.A. (Bar-Ilan). Lecturer, University of Haifa, Israel, Programme Developer, Israeli Ministry of Education & Culture. Wednesdays, 6.00–7.30 p.m., starting October 4, 1989. Room 20, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 8 meetings.*

**Fee: \$150**

This course/workshop aims to explore what is meant by 'informal methods' used in the process of teaching or guiding youth groups inside and outside schools.

It is designed for teachers, youth workers, and social workers who wish to achieve the following: a) to create an appropriate atmosphere in their class or groups; b) to improve motivation and involvement in group activities; c) to achieve group goals.

A practical approach will be used throughout and participants will be encouraged to try new skills and techniques such as brainstorming, role-playing, simulation games, ways of handling discussions, ways of handling agreement, debate and negotiation.

This course will be of value to all professionals working with young people.  
*Enrolment is limited to 30.*

**Fee Refund:** on being accepted for this course, teachers in secondary schools will be sent a half fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools.  
*(Closing date for enrolment at the Extra-Mural Department: 10 days before the commencement of the course.)*

### **323. New Approaches to Teaching and Counselling Young People II.**

Atara Sivan, B.A., M.A. (Bar-Ilan), Lecturer, University of Haifa, Israel, Programme Developer, Israeli Ministry of Education & Culture. *Wednesdays, 7.45-9.15 p.m., starting October 4, 1989. Room 20, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 6 meetings.* **Fee: \$120**

This course is intended for students who have completed the previous course "New Approaches to Teaching & Counselling Young People I". It will explore in considerably greater depth than before, what is being meant by "informal methods". The emphasis will be on creating a series of activities that young people find appealing and meaningful, yet which are structured, inter-related and form a cohesive whole. Additional techniques and skills which build on from the previous course will be introduced. All professionals working with young people will find this course of value.  
*Enrolment is limited to 30.*

**Fee Refund:** on being accepted for this course, teachers in secondary schools will be sent a half fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools.  
*(Closing date for enrolment at the Extra-Mural Department: 10 days before the commencement of the course.)*

### **324. Simulation Games: A Workshop for Facilitators.**

Rita Kwok, B.S.W., B.A. (McMaster), M.Ed. (Toronto), (Co-author of "Getting to Know the Society you Live in"—A book on the experiential activities approach in Civic Education). *Saturday, 10.00 a.m.–5.00 p.m. (include lunch break of 90 minutes) on November 18, 1989. Room 150 University Main Building. 1 day.*

**Fee: \$65**

Simulation games are widely used in the dissemination of Civic educational programmes in voluntary organisations in Hong Kong. The learning approach is a combination of Activity and Insightful learning. The "game" is an attempt to simulate a social system, with its full arrays of roles, rules and regulations, and the interplay of forces within and outside the environment of the system. Participants learn by proceeding through the different stages of an experiential learning cycle. Facilitators need to know about the nature, design and limitations of using such an approach. Competence in game facilitation skills is essential to ensure success.

The purpose of this workshop is to provide newcomers with an opportunity to explore and inquire about the nature and the relevance of this approach to their own areas of service. The workshop is made up of two parts. During the first part, the participants will be involved in a simulation game. The second part will focus on the discussion of the basic concepts as well as the demonstration of the skills involved in completing the follow up activities, such as debriefing, sharing, synthesis of the experiences, and consolidation of learning.

Due to the nature of the programme, the number of participants is limited. Participants must attend the entire workshop in order to benefit from the experience. *Enrolment is limited to 35.*

### **325. Teaching Adults.**

John Holford, B.A. (Oxon.), M.Sc. (Surrey), Ph.D. (Edin.) & Rita Kwok, B.S.W., B.A. (McMaster), M.Ed. (Toronto) & others. *Saturdays, (on September 23, 30; October 14, 21; & November 4, 1989) 2.00–5.00 p.m.; (on October 14, 1989) 10.00 a.m.–12.30 p.m., starting September 23, 1989. Room 150, University Main Building. 6 meetings.*

**Fee: \$385**

Many people today need to know how to teach adults effectively. The skills involved are of value in business, government and public sector training, as well as in educational institutions. This course is designed for people who have recently started to teach adults and for those who are about to do so.

Few people are able to devote their whole time to the teaching of adults—yet teaching adults effectively requires particular skills and approaches.

This course will enable participants to examine: how adults learn; how to assess the learning needs of adult students; how to plan a programme of learning; preparing course activities; using various teaching methods; encouraging participative learning; evaluating learning and teaching. Guidance will also be given in the effective use of audio/visual aids in teaching adults.

The course will use activity-based methods, and course members will practice preparing and teaching a unit of learning. *Enrolment is limited to 18.*

### **326. Effective Use of Audio-Visual Aids for Training Adults.**

Phillip A. Cooke, B.A., C.T., MRTS, Director of the Centre for Media Resources, University of Hong Kong. *Tuesday, 9.30 a.m.–1.00 p.m. & 2.15–5.00 p.m., on October 10, 1989. Centre for Media Resources, Run Run Shaw Building, University of Hong Kong. 1 day.* **Fee: \$250**

This one-day seminar/workshop is designed for those involved in training adults, in industry, commerce, or the public sector. It will also be of value to tutors in adult education. The course will help participants to develop skills in the preparation of audio-visual aids, and in how to work effectively with programme-makers. The course will cover: (a) the psychological bases of audio-visual learning; (b) how to choose the appropriate medium for a given task; (c) "do's and don'ts" when using audio-visual aids, and techniques of effective slide presentation; (d) the use of the O.H.P.; (e) how to utilise videotape material effectively and make a video recording for (i) demonstration and/or explanation and (ii) for face to face discussion and/or interview; and (f) evaluation of video production.

In (e) above, course participants will be involved as members of a production team using the Centre for Media Resources' facilities to make a video programme. Participants should therefore think in advance of a topic from their own field of training activity which might be amenable to television treatment. They should also be prepared to discuss aspects of their instructional, training or presentational sessions in which they have experienced difficulty in the application of audio-visual techniques to the best advantage. *Enrolment is limited to 12.*

### **327. 少年及兒童圖書與閱讀指導 (Choosing Children's Literature)**

主講人：香港閱讀學會成員及其他研究兒童文學專業人士

地點：香港大學校外課程部市區中心21室（信德中心西翼九樓）

時間：一九八九年九月二十日起每星期三下午七時四十五分至九時十五分

全期學費：三百二十元 (共十四講)

從小便培養良好的閱讀習慣使人受用一生。近年來越來越多適合兒童及少年的讀物面世，也提供了培養閱讀興趣不可少的材料。

本課程專為中小學教師而設，提供課外閱讀圖書種類的資料及閱讀指導的方法。內容包括兒童閱讀心理，各類圖書、雜誌、工具書的介紹、書目、及選擇的標準等。歡迎家長參加。（限收35人）。

申請教育署退還半費手續：凡政府、資助或私立學校之教師修讀以上課程而欲教育署退還半費，可於接獲本部取錄函件及申請書後，連同學費收據逕向教育署申請。（如欲教育署退還半費者，須於九月七日前向本部報名。）

## **In-Service Teacher Education Programme (Instep)**

*The following courses are offered by the Faculty of Education in conjunction with the Department of Extra-Mural Studies of the University of Hong Kong. The purpose of the programme is to provide a diverse range of in-service courses which will help teachers to implement changes and develop solutions to the problems which they face in schools.*

### **328. C Programming for Secondary School Teachers.**

Look Yue-cheun, B.Sc., Dip.Ed. (C.U.H.K.). Tuesdays & Thursdays, 7.00-8.30 p.m., starting September 19, 1989. (Tuesdays) Room 206, Runme Shaw Building, University of Hong Kong; (Thursdays) Room 104, Micro-Computer Lab., Computer Centre, Run Run Shaw Building, University of Hong Kong. 15 lectures plus 15 workshops. **Fee: \$880**

The course is designed to introduce C programming techniques for teachers teaching Computer Studies at A-level. Topics to be considered will include (1) basic data types, operators, and expressions (2) control statements (3) functions and programs structures (4) Input/Output (5) Advanced Data Type. Relevant case studies or examples will be introduced. *Enrolment is limited to 30.*

**Fee Refund:** on being accepted for this course, teachers will be sent a half fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools. (*Closing date for enrolment at the Extra-Mural Department: 10 days before the commencement of the course.*)

### **329. Preparing for Tertiary-Level Teaching.**

Peter Falvey, B.A., PGCE, Ad.Dip. in Ed., M.A. (App. Ling.), Senior Lecturer in Professional Studies in Education, University of Hong Kong, & Ann Zubrick, Professor in Speech & Hearing Sciences, University of Hong Kong. *Tuesday, September 5–Thursday, September 8, 1989 & Thursday, September 14, 1989. 9.30 a.m.–12.30 p.m. & 1.30–4.30 p.m. Room 204, Runme Shaw Building, University of Hong Kong. 5 days. Fee: \$1,250*

This course has been developed for newly appointed staff at the University of Hong Kong and other institutions who will be involved with the teaching of tertiary-level students. Lecturers, Assistant Lecturers and Demonstrators are encouraged to enrol in order to provide themselves with an awareness of adult learning theory and the skills and techniques required for efficient learning by students. A feature of the course will be practical workshop sessions in which participants have the opportunity to create a unit of learning, present it to an audience and receive constructive feedback. *Enrolment is limited to 20.*

**Fee Refund:** on being accepted for this course, teachers will be sent a half fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Colleges of Education, Government, aided and private schools. *(Closing date for enrolment at the Extra-Mural Department: 10 days before the commencement of the course.)*

### **330. Drug-Wise.**

J. R. Day, B.Sc., Ph.D., M.I.Biol., C.Biol., Lecturer in Education, University of Hong Kong. *Saturdays, 9.30 a.m.–12.30 p.m., starting September 30, 1989. Room 202, Runme Shaw Building, University of Hong Kong. 6 meetings.* **Fee: \$330**

This course, based on a British drug education package, will focus on affective educational methods to modify attitudes and behaviours of the young in respect of drug use and acceptability—including alcohol and tobacco. Participants will learn and experience material at all levels of learning and also how to evaluate the probable learning outcomes from use of the material.

The course will provide primary teachers with materials for school based curriculum development, and will offer secondary school teachers a course which can be used at once with these classes.

Students will receive instructional handouts but will be able to purchase extra materials for use with pupils at extra cost from the course tutor (about \$50). *Enrolment is limited to 20.*

**Fee Refund:** on being accepted for this course, teachers in primary schools will be sent a half fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools. (*Closing date for enrolment at the Extra-Mural Department: 10 days before the commencement of the course.*)

### **331. Characterizing Language disorders in School-age Children.**

Members of staff of the Department of Speech and Hearing Science, University of Hong Kong. *Wednesdays, 6.00–8.00 p.m., starting October 4, 1989. Room 17, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 4 meetings.*

**Fee: \$350**

While most children acquire their mother-tongue language with apparently little effort, this task is very difficult for other children. Most children with significant degrees of hearing impairment, intellectual handicap and severe emotional disturbances find language learning to be a difficult task. In addition to these groups, there is at least 1% of children with significant language impairments of no known cause, who have difficulties either understanding or producing language.

What are the characteristics of language in these children? How do they change over time? What effect does the language impairment have upon learning? What kinds of strategies help them? This course will look at these questions. *Enrolment is limited to 30.*

**Fee Refund:** on being accepted for this course, teachers will be sent a half fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools. (*Closing date for enrolment at the Extra-Mural Department: 10 days before the commencement of the course.*)

### **332. Understanding Gifted Children.**

Frank Laycock, A.B., M.A., Ph.D., formerly Professor in Education & Psychology, Oberlin College, U.S.A. *Saturdays, 10.30 a.m.–12 noon, starting September 23, 1989. Room 12, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings.*

**Fee: \$375**

A survey of gifted children: their origins, development, and education. We shall examine the nature of high intelligence, special talents, and marked creativity. Then we shall read about some children who have displayed unusual intelligence, and review the behaviour that is typical of most gifted youngsters. We shall go over the various ways—traditional and innovative—to identify gifted children in a community or a school. We

shall look at school programs for very able pupils. Finally we shall discuss some of the problems that a gifted child often faces, and the important issues that these problems pose for the family and the community.

The course is intended for teachers, parents, and others who are concerned about identifying and stimulating gifted children. Topics of high interest to members of the class may, within the general framework of the course, be emphasized. *Enrolment is limited to 20.*

**Fee Refund:** on being accepted for this course, teachers will be sent a half fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools. (*Closing date for enrolment at the Extra-Mural Department: 10 days before the commencement of the course.*)

### **333. Curriculum Development in Early Childhood Education: Language.**

Team of 10-12 Early Childhood Educators in current M.Ed. course. *Saturday, 9.00 a.m.-12.30 p.m., on November 18, 1989. Room 202, Runme Shaw Building, University of Hong Kong. 1 workshop. Fee: \$90*

The workshop aims at introducing pre-school educators to the principles and processes of curriculum development in the area of *language* for children aged 3-5 years. It will cover the selection of developmentally appropriate aims and objectives, the planning, preparation and implementation of a programme of relevant activities, and the evaluation of these activities. *Enrolment is limited to 30.*

**Fee Refund:** on being accepted for this course, teachers will be sent a half fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools. (*Closing date for enrolment at the Extra-Mural Department: 10 days before the commencement of the course.*)

### **334. Curriculum Development in Early Childhood Education: Mathematics.**

Team of 10-12 Early Childhood Educators in current M.Ed. course. *Saturday, 9.00 a.m.-12.30 p.m., on October 21, 1989. Room 202, Runme Shaw Building, University of Hong Kong. 1 workshop. Fee: \$90*

The workshop aims at introducing pre-school educators to the principles and processes of curriculum development in the area of *early mathematics*

for children aged 3–5 years. It will cover the selection of developmentally appropriate aims and objectives, the planning, preparation and implementation of a programme of relevant activities, and the evaluation of these activities. *Enrolment is limited to 30.*

**Fee Refund:** on being accepted for this course, teachers will be sent a half fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools. (*Closing date for enrolment at the Extra-Mural Department: 10 days before the commencement of the course.*)

### **335. Curriculum Development in Early Childhood Education: Science.**

Team of 10–12 Early Childhood Educators in current M.Ed. course. *Saturday, 9.00 a.m.–12.30 p.m., on December 9, 1989. Room 202, Runme Shaw Building, University of Hong Kong. 1 workshop.* **Fee: \$90**

The workshop aims at introducing pre-school educators to the principles and processes of curriculum development in the area of *science* for children aged 3–5 years. It will cover the selection of developmentally appropriate aims and objectives, the planning, preparation and implementation of a programme of relevant activities, and the evaluation of these activities. *Enrolment is limited to 30.*

**Fee Refund:** on being accepted for this course, teachers will be sent a half fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools. (*Closing date for enrolment at the Extra-Mural Department: 10 days before the commencement of the course.*)

*See also:*

**861. 成人教育：理論及方法 (第240頁)**

如欲收到下期課程手冊，  
請翻閱第 262 頁。

# **Engineering**

*Staff Tutors: L. H. Rebecca Chiu, Telephone 5-8592786  
Daniel H. S. Lee, Telephone 5-8592793*

**Course Nos. 341 and 342** 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 certified photostat copies of the appropriate certificates along with their application forms. Applicants should note that they are not allowed to attend any other course or sit any other examination during the year.

According to the University regulations, course fees and caution money (\$200) will be collected after the selection process, but applicants should send, with their application form, a non-refundable application fee of \$80.

## **341. University Certificate Course in Electric Power and High Voltage Engineering.**

C. T. Choy, Ph.D., M.I.E.E., Sen.M.I.E.E.E., M.H.K.I.E., Lecturer in Electrical Engineering, University of Hong Kong. *Thursdays, 7.15-9.15 p.m., starting October 12, 1989. Room 102, James Hsioung Lee Science Building, University of Hong Kong. 30 lectures plus 1 laboratory period. Each lecture period will consist of 2 hours and each laboratory period 4 hours.*

**Fee: \$1,500.**

This course is designed for practising engineers and professional people in electric power companies and other heavy electrical industries who wish to acquire deeper knowledge of some new technologies which have been employed in the rapidly expanding local power systems.

**Syllabus:** Sulphur hexafluoride (SF<sub>6</sub>) switchgear, vacuum circuit breakers dielectric strengths of materials, non-destructive testing and high voltage laboratory, lightning and internal overvoltages, insulations in power systems.

**Entry qualifications:** Applicants with a Bachelor's degree, polytechnic Higher Diploma or Higher Certificate in Electrical Engineering or equivalent and engaged in an appropriate profession, will be considered for admission. 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 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 14, 1989. 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. Preference will be given to applicants sponsored by their employers.

### **342. University Certificate Course in Software Engineering.**

P. C. Chui, B.Sc. (H.K.), M.S. (C.S.U.), M.I.E.E.E., Senior Engineer/Software Manager, Litton, CitiCorp, Teledyne, U.S.A., Lecturer in Electrical and Electronics Engineering, University of Hong Kong. *Tuesdays, 7.00–9.15 p.m., starting September 26, 1989. Room 237, University Main Building, 30 lecture meetings and 10 tutorial/presentation meetings. Fee: \$2,800*

This course presents software engineering methodologies for the development of quality, cost-effective, schedule-meeting, maintainable computer software. Software is dealt with as an engineered product that requires planning, analysis, design implementation, testing and maintenance. The goal is to provide a concise presentation of each step in the software engineering process. This is not a computer programming language course. This course is designed for practising managers, software engineers, analysts, digital system engineers and individuals who are responsible for software project development in industry.

*Syllabus:* Software engineering methodologies. Software life cycle. Computer software organization. Software design techniques. Design representation. Design and coding standards. Structured Programming. Qualitative measures. Program complexity; program testing; software development systems. Engineering management. Software planning. Requirement analysis. Software development cycle. Software test/acceptance. Software production and support. Software documentation. Software configuration management.

*Entry Qualifications:* Applicants should have a Bachelor's degree or Polytechnic Higher Diploma in Electrical Engineering or Computer Science or equivalent and be engaged in an appropriate 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 relevant experience in responsible positions. 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 at least 75% of the lectures. The written examination will be assessed by both University and External examiners.

*Closing date for applications: September 8, 1989.* A special application form is available on request from the Department of Extra-Mural Studies.

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

### **343. Quality Management for Manufacturing and Service Industries.**

Philip L. Y. Chan, B.Sc., Ph.D. (H.K.), F.S.S. Lecturer in Industrial Engineering, University of Hong Kong. *Wednesdays, 6.15 – 7.45 p.m., starting September 20, 1989. Room G3, James Hsiong Lee Science Building, University of Hong Kong. 14 meetings.*

**Fee: \$330**

Organizations nowadays are facing the problem of producing good quality products/services at competitive prices. The modern trend of theories advocates that quality can only be built-in but not inspected-in. This course covers different aspects of Total Quality Control for manufacturing and service industries ranging from marketing, product design, purchasing, process design, process control and after-sale service. Topics will include: the importance of top management's involvement. Deming's theory and his 14 points, process capability study, quality circles, statistical process control, control charts, cusum charts, sampling inspection, OC-curves, standards such as H-105D, off-line quality control and Taguchi's theory. Some controversial issues in quality management will also be discussed. This course is designed for people in upper and middle levels of management who are concerned with the quality of their products/services, and particularly for those who are directly involved in quality assurance and quality control activities.

**In order to receive the next issue of this Prospectus, please turn to page 262 .**

# English Studies

*Staff Tutor: Duncan Macintosh, Telephone 5-472225*

## Certificate Programme in English for Business

The ability to express himself clearly in English is something that every business executive needs to pay very considerable attention to if he is going to be able to communicate effectively with his clients not only in Hong Kong but also in many of those countries that Hong Kong does business with. Within his company too, the executive 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 the appropriate areas of Government Service 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 organisations 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 the students make.
Oral English	the students will be given tuition in various aspects of oral communication and in making oral presentations.
Business Correspondence:	
<i>basic principles</i>	format and convention;
<i>commercial jargon</i>	the students will be shown how to avoid outmoded jargon and redundancy;
<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>sales letters</i>	tuition will be given in how to write sales letters to suit particular situations;

<i>letters of application</i>	tuition will be given in how to write letters of application for employment and references for others applying for jobs;
<i>correspondence summaries</i>	tuition will be given in how to summarise a series of letters so as to identify the significant points in the correspondence as a whole and how to make recommendations for further action.
Other Forms of Written Communication	memoranda; proposals; notices; forms.
Report-writing	tuition will be given in how to write investigative 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 realise that they will need to complete these assignments and also attend their course and complete practice assignments regularly if they wish to be admitted to the Final Examinations.

#### **ADMISSION REQUIREMENTS:**

A. The following applicants are exempted from sitting the Entrance Examination:

- University Graduates:* they should be employed on a full-time basis in relevant occupations and should attach copies of their degree certificates to their application forms. They should then attend a special interview as follows: Group 'A', between 3.00 and 5.30 p.m., or Group 'B', between 6.00 and 8.30 p.m., at the Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F., 200 Connaught Road Central on 30th August (Wednesday), 6th September (Wednesday), 7th September (Thursday) or 11th September

(Monday). Applicants should therefore state on their application forms the date and the group, 'A' or 'B' above, they wish to attend for interview. They will then be interviewed on a "first come, first served" basis on the dates and in the groups indicated above. Waiting time will be reduced as far as possible, but some delays are inevitable.

ii. *Holders of the Departmental Certificate in the Use of English with Grade 'B' or above for both Writing and Oral skills awarded in 1989;* they should attach a copy of their Certificate with a full statement stating why they wish to be enrolled to their application forms which should be submitted before 26th August, 1989.

B. Applicants holding any of the following qualifications should sit the Entrance Examination on any of the scheduled dates indicated below and state on their application forms the date and place they wish to do so:

- a Departmental Certificate in the Use of English in Writing Skills Grade C or D;
- a 'Good Pass' at Departmental Use of English, First Year level;
- a Grade 'D' Pass or above in English at Hong Kong Advanced or Higher Level;
- a Grade 'C' Pass or above in English at G.C.E. 'O' level, plus evidence of further study at post-secondary level.
- a Grade 'D' Pass in English Language in the Hong Kong Certificate of Education Examination, or in the case of English Language Syllabus 'A', Grade 'B', plus evidence of full-time study at post-secondary level.

*Copies of all certificates awarded must be attached to application forms,*

**ENTRANCE EXAMINATIONS:** It is essential to arrive punctually for the Entrance Examination selected. (*State on your application form when and where you wish to sit the Entrance Examination.*)

(A) Loke Yew Hall, University of Hong Kong, Main Building, Pokfulam Road, Hong Kong.  
2.30 p.m. on Saturday, 2nd September, 1989  
2.30 p.m. on Saturday, 9th September, 1989

(B) Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9th floor, 200 Connaught Road Central, Hong Kong.  
6.30 p.m. on Tuesday, 29th August, 1989  
6.30 p.m. on Tuesday, 5th September, 1989

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

6.30 p.m. on Thursday, 31st August, 1989

6.30 p.m. on Thursday, 7th September, 1989

*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 11th 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.

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

## COURSES

### *A. In Hong Kong*

Course No. At the Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/FI. (Adjacent to the Sheung Wan M.T.R. Station).

**351.** Mondays and Wednesdays, 6.15–7.45 p.m., starting October 11, 1989. 60 meetings. **Fee: \$1050**

**352.** Tuesdays and Thursdays, 7.45–9.15 p.m., starting October 10, 1989. 60 meetings. **Fee: \$1050**

At Wah Yan College, Queen's Road East.

**353.** Mondays and Wednesdays, 6.30–8.00 p.m., starting October 11, 1989. 60 meetings. **Fee: \$1050**

**354.** Tuesdays and Thursdays, 6.30–8.00 p.m., starting October 10, 1989. 60 meetings. **Fee: \$1050**

At Wah Yan College, 56 Waterloo Road.

**355.** Tuesdays and Thursdays, 6.30–8.00 p.m., starting October 12, 1989. 60 meetings. **Fee: \$1050**

All the above fees are inclusive of the examination fee.

## **ENROLMENT**

*Closing Date: September 8, 1989 unless all the places in the Entrance Examination have been allocated before that date.*

1. **FEE PAYMENT MUST BE MADE BY MEANS OF A CROSSED CHEQUE MADE PAYABLE TO THE "UNIVERSITY OF HONG KONG".**
2. **APPLICANTS WISHING TO APPLY AT THE SAME TIME FOR AN ENGLISH FOR BUSINESS COURSE AND A USE OF ENGLISH COURSE SHOULD, IN THE FIRST INSTANCE, PAY BOTH FEES, I.E. \$1050 FOR ENGLISH FOR BUSINESS AND \$865 FOR USE OF ENGLISH. THE FEE FOR THE COURSE THEY ARE NOT ACCEPTED FOR WILL BE REFUNDED. IF THEY ARE NOT ACCEPTED FOR EITHER COURSE, BOTH FEES WILL BE REFUNDED. NO APPLICANT MAY ATTEND BOTH COURSES AT THE SAME TIME.**
3. **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 31ST AUGUST* AND THE USE OF ENGLISH ENTRANCE EXAMINATION *ON 8TH OR 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.**

## **Certificate Programme 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 student with practical tuition in the following skills:

- the ability to speak fluently and carry on conversations 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, 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.*

**ENTRANCE REQUIREMENTS:** Those who have completed a First Year course sufficiently well in the year 1988-89 or who possess a Departmental Certificate in English for Business awarded in 1989 may enrol in a Second Year course without any further test.

Applicants for First Year or Second Year courses who do not possess these qualifications must

- a) (1) have gained a Grade D in English Language in the Hong Kong Certificate of Education Examination, or in the case of English Language Syllabus A, Grade B, or the equivalent in an approved examination, and (2) be able to provide evidence of further study at post-secondary level; or
- b) (1) have passed the Cambridge University Local Examination Syndicate First Certificate in English Examination, and (2) be able to produce evidence of further study at post-secondary level; or
- c) have obtained a Grade 'C' Pass in English At G.C.E. 'O' level or Grade 'E' or above in the Hong Kong Advanced Level Examination.

Applicants possessing any of the qualifications (a), (b), or (c) above should

- \* attach copies of their certificates to their application forms, and
- \* sit the Use of English 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 Friday, 1st September, 1989

12 Noon on Saturday, 2nd September, 1989

4.30 p.m. on Saturday, 2nd September, 1989

6.30 p.m. on Friday, 8th September, 1989

12 Noon on Saturday, 9th September, 1989  
4.30 p.m. on Saturday, 9th September, 1989

(B) Wah Yan College, 56 Waterloo Road, Kowloon.  
6.30 p.m. on Friday, 1st September, 1989  
6.30 p.m. on Friday, 8th September, 1989

EARLY APPLICATION STRONGLY ADVISED  
LIMITED NUMBER OF  
ENTRANCE EXAMINATION PLACES AVAILABLE

**COURSES—First Year**

A. *In Hong Kong*

Course No. At the Extra-Mural Town Centre, Shun Tak Centre,  
West Tower, 9/F. (Adjacent to the Sheung Wan M.T.R.  
Station)

(\* Note: *Course Nos. 356 and 357 will be held in the morning*)

**356.\*** Mondays and Wednesdays, 8.45–10.15 a.m., starting  
October 11, 1989. 50 meetings. **Fee: \$865**

**357.\*** Tuesdays and Thursdays, 8.30–10.00 a.m., starting  
October 10, 1989. 50 meetings. **Fee: \$865**

At the University of Hong Kong.

**358.** Tuesdays and Thursdays, 6.15–7.45 p.m., starting  
October 10, 1989. 50 meetings. **Fee: \$865**

**359.** Tuesdays and Thursdays, 7.15–8.45 p.m., starting  
October 10, 1989. 50 meetings. **Fee: \$865**

**360.** Wednesdays and Fridays, 6.15–7.45 p.m., starting  
October 13, 1989. 50 meetings. **Fee: \$865**

At St. Joseph's College, 7 Kennedy Road.

**361.** Mondays and Wednesdays, 6.30–8.00 p.m., starting  
October 11, 1989. 50 meetings. **Fee: \$865**

**362.** Tuesdays and Thursdays, 6.30–8.00 p.m., starting  
October 10, 1989. 50 meetings. **Fee: \$865**

**363.** Wednesdays and Fridays, 6.30–8.00 p.m., starting  
October 11, 1989. 50 meetings. **Fee: \$865**

At Wah Yan College, Queen's Road East.

**364.** Mondays and Wednesdays, 6.30–8.00 p.m., starting  
October 11, 1989. 50 meetings. **Fee: \$865**

**365.** Tuesdays and Thursdays, 6.30–8.00 p.m., starting October 10, 1989. 50 meetings. **Fee: \$865**

**366.** Wednesdays and Fridays, 6.30–8.00 p.m., starting October 11, 1989. 50 meetings. **Fee: \$865**

**B. In Kowloon**

Course No. At Wah Yan College, 56 Waterloo Road.

**367.** Mondays and Wednesdays, 6.30–8.00 p.m., starting October 11, 1989. 50 meetings. **Fee: \$865**

**368.** Tuesdays and Thursdays, 6.30–8.00 p.m., starting October 12, 1989. 50 meetings. **Fee: \$865**

**Second Year**

**A. In Hong Kong**

Course No. At the Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. (Adjacent to the Sheung Wan M.T.R. Station)

(\* Note: *Course No. 369 is held in the morning*)

**369.\*** Mondays and Wednesdays, 8.30–10.00 a.m., starting October 11, 1989. 50 meetings. **Fee: \$865**

**370.** Tuesdays and Thursdays, 8.00–9.30 p.m., starting October 10, 1989. 50 meetings. **Fee: \$865**

At the University of Hong Kong.

**371.** Mondays and Wednesdays, 6.15–7.45 p.m., starting October 11, 1989. 50 meetings. **Fee: \$865**

At St. Joseph's College, 7 Kennedy Road.

**372.** Mondays and Wednesdays, 6.30–8.00 p.m., starting October 11, 1989. 50 meetings. **Fee: \$865**

**373.** Tuesdays and Thursdays, 6.30–8.00 p.m., starting October 10, 1989. 50 meetings. **Fee: \$865**

At Wah Yan College, Queen's Road East.

**374.** Mondays and Wednesdays, 6.30–8.00 p.m., starting October 11, 1989. 50 meetings. **Fee: \$865**

**375.** Tuesdays and Thursdays, 6.30–8.00 p.m., starting October 10, 1989. 50 meetings. **Fee: \$865**

**B. In Kowloon**

Course No. At Wah Yan College, 56 Waterloo Road.

**376.** Mondays and Wednesdays, 6.30–8.00 p.m., starting October 11, 1989. 50 meetings. **Fee: \$865**

**377.** Tuesdays and Thursdays, 6.30–8.00 p.m., starting October 12, 1989. 50 meetings. **Fee: \$865**

## **ENROLMENT**

*Closing Date: 4th September, 1989 unless all the places in the Entrance Examination have been allocated before that date.*

1. **FEE PAYMENT MUST BE MADE BY MEANS OF A CROSSED CHEQUE MADE PAYABLE TO THE "UNIVERSITY OF HONG KONG".**
2. **APPLICANTS WISHING TO APPLY AT THE SAME TIME FOR A USE OF ENGLISH AND AN ENGLISH FOR BUSINESS COURSE SHOULD, IN THE FIRST INSTANCE PAY BOTH FEES, I.E. \$865 FOR THE USE OF ENGLISH AND \$1050 FOR ENGLISH FOR BUSINESS. THE FEE FOR THE COURSE THAT THEY ARE ACCEPTED FOR WILL BE RETAINED AND THE FEE FOR THE COURSE THAT THEY ARE NOT ACCEPTED FOR WILL BE REFUNDED. IF THEY ARE NOT ACCEPTED FOR EITHER COURSE, BOTH FEES WILL BE REFUNDED. NO APPLICANT MAY ATTEND BOTH COURSES AT THE SAME TIME.**
3. **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 31ST AUGUST AND THE USE OF ENGLISH ENTRANCE EXAMINATION ON 8TH OR 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.**

## **Foundation English Programme**

Everyday reminds us that a sound knowledge of the English Language is essential to those who wish to make good progress in their careers. The Foundation English Programme is intended for those who wish to improve on their command of English, but who do not have the basic qualifications required to join the Department's Certificate Programme in the Use of English. On completion of the Second Year of the Foundation Programme, however, students will sit an examination that leads to the award of the Extra Mural First Certificate in English Language. **Those who are awarded this Certificate with a Credit are eligible to enrol in a First Year course in the Use of English in the following year without sitting any further test.** Those who are not awarded a Credit are required to sit the Use of English Entrance Examination.

In order to strengthen and improve Foundation English students' command of English, intensive tuition is provided in the following:

**Written Communication:** the ability to write to suit a variety of situations and to read for a thorough understanding of what has been said.

**Oral Communication:** the ability to speak readily and carry on conversations in a variety of different situations and to understand what others have said without difficulty.

Enrolment into First Year courses will be open to all appropriately qualified applicants on a "first-come, first served" basis. Promotion from the First to the Second Year of the Programme will depend on the student's performance in the First Year. Tutors will therefore set assignments and progress tests that students will be expected to complete.

#### *ENTRANCE QUALIFICATIONS:*

*First Year:* Grade 'E' in English Language in the Hong Kong Certificate of Education or an approved qualification awarded outside Hong Kong.

N.B. / *All applicants must attach copies of their educational qualifications to their application form.*

II *Applicants are advised to indicate the course of their second choice so that if their first choice is oversubscribed, they can be placed in their second choice.*

III *These courses are not open to students in any class in a secondary school.*

*Second Year:* A 'Pass' in a First Year course in the year 1988-89.

N.B. *Departmental Letters confirming successful completion of a First Year course should be attached to application forms.*

## **COURSES**

### **First Year**

#### *A. In Hong Kong*

Course No. At the Extra Mural Town Centre, Shun Tak Centre, West Tower, 9/F.

(\* Note: Course Nos. 378, 379, 380 and 381 are held in the morning.)

**378.\*** Mondays and Wednesdays, 8.30-10.00 a.m., starting October 11, 1989. 50 meetings. **Fee: \$865**

**379.\*** Mondays and Wednesdays, 10.30 a.m.–12 noon, starting October 11, 1989. 50 meetings. **Fee: \$865**

**380.\*** Tuesdays and Thursdays, 8.30–10.00 a.m., starting October 10, 1989. 50 meetings. **Fee: \$865**

**381.\*** Wednesdays and Fridays, 8.30–10.00 a.m., starting October 11, 1989. 50 meetings. **Fee: \$865**

**382.** Mondays and Wednesdays, 8.00–9.30 p.m., starting October 11, 1989. 50 meetings. **Fee: \$865**

At the University of Hong Kong.

**383.** Mondays and Wednesdays, 8.00–9.30 p.m., starting October 11, 1989. 50 meetings. **Fee: \$865**

**384.** Wednesdays and Fridays, 8.00–9.30 p.m., starting October 11, 1989. 50 meetings. **Fee: \$865**

At St. Joseph's College, 7 Kennedy Road.

**385.** Mondays and Wednesdays, 6.30–8.00 p.m., starting October 11, 1989. 50 meetings. **Fee: \$865**

**B. In Kowloon**

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

**386.** Mondays and Wednesdays, 6.30–8.00 p.m., starting October 11, 1989. 50 meetings. **Fee: \$865**

**387.** Tuesdays and Thursdays, 6.30–8.00 p.m., starting October 12, 1989. 50 meetings. **Fee: \$865**

At Wah Yan College, 56 Waterloo Road.

**388.** Mondays and Wednesdays, 7.15–8.45 p.m., starting October 11, 1989. 50 meetings. **Fee: \$865**

**389.** Wednesdays and Fridays, 6.30–8.00 p.m., starting October 11, 1989. 50 meetings. **Fee: \$865**

**Second Year**

**A. In Hong Kong**

Course No. At the Extra Mural Town Centre, Shun Tak Centre, West Tower, 9/F.

(\* Note: Course Nos. 390 and 391 are held in the morning.)

**390.\*** Mondays and Wednesdays, 8.30–10.00 a.m., starting October 11, 1989. 50 meetings. **Fee: \$865**

**391.\*** Tuesdays and Thursdays, 8.30–10.00 a.m., starting October 10, 1989. 50 meetings. **Fee: \$865**

**392.** Mondays and Wednesdays, 8.00–9.30 p.m., starting October 11, 1989. 50 meetings. **Fee: \$865**  
At the University of Hong Kong.

**393.** Tuesdays and Thursdays, 8.00–9.30 p.m., starting October 10, 1989. 50 meetings. **Fee: \$865**  
At St. Joseph's College, 7 Kennedy Road.

**394.** Tuesdays and Thursdays, 6.30–8.00 p.m., starting October 10, 1989. 50 meetings. **Fee: \$865**  
At Wah Yan College, Queen's Road East.

**395.** Mondays and Wednesdays, 6.30–8.00 p.m., starting October 11, 1989. 50 meetings. **Fee: \$865**

**B. In Kowloon**

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

**396.** Mondays and Wednesdays, 6.30–8.00 p.m., starting October 11, 1989. 50 meetings. **Fee: \$865**

**397.** Tuesdays and Thursdays, 6.30–8.00 p.m., starting October 12, 1989. 50 meetings. **Fee: \$865**  
At Wah Yan College, 56 Waterloo Road.

**398.** Tuesdays and Thursdays, 6.30–8.00 p.m., starting October 12, 1989. 50 meetings. **Fee: \$865**

## **English for Appreciation**

**399. An Introduction to Anglo-Irish Literature.**

Peter Kennedy, B.A. (Wales), M.A. (Sussex), M.A. (Essex), M.Phil. (Dublin), Lecturer, Northcote College of Education. *Fridays, 7.15–8.45 p.m., starting October 6, 1989. Room 105, James H. Lee Science Building, University of Hong Kong. 10 meetings.* **Fee: \$195**

The names of Swift, Sheridan, Goldsmith, Yeats, Synge, Shaw, Wilde, O'Casey, Joyce, Heaney evoke something of the range and variety of Irish writing which this course aims to explore. Topics will include:

- \* The "Gothic" strain in Irish writing: Bram Stoker's "Dracula" and O. Wilde's "The Picture of Dorian Gray".
- \* The champagne wit of Wilde's and Shaw's comedies of ideas.
- \* The Western Isles and their hold on the Irish imagination, for instance, Synge's "Playboy of the Western World".

- \* The Irish short story and its relation to the oral, folk-tale tradition (as in the tales of the 'Irish Dickens', William Carleton).
- \* Yeats' literary nationalism.
- \* Joyce's word-worlds.
- \* Literary responses to the violence of contemporary Northern Ireland, in particular, the poetry of Seamus Heaney.
- \* The younger generation of Irish writers: Banville (fiction), Muldoon (poetry), Friel (drama).

The classes will take the form of discussions, talks and readings augmented occasionally by audio-visual material. Notes and other course material will be issued at the class meetings.

#### **400. The Art and Appreciation of Short Story Writing.**

*Mrs. D. H. Shroff, B.A. (Bombay). Wednesdays, 6.15–7.45 p.m., starting October 4, 1989. Room 141, University Main Building, University of Hong Kong. 12 meetings.*

**Fee: \$220**

The course is planned to help students read and appreciate short stories, which will in turn stimulate them to read more and thus improve their command of English.

Stories written in both the early twentieth century and contemporary times will be considered, and particular attention will be paid to different aspects of life such as human relationships, psychology, human mystery and detection.

The course is both for enjoyment as well as study. Those participating will have plenty of opportunity to discuss the stories read and be able to develop their appreciation of this aspect of English literature.

*Entrance Qualifications.* Enrolment will be limited to 30 persons and may be by selection of those best qualified to benefit from the course of tuition. The course as a whole is ideally suited for those who have completed the Department's Use of English or English for Business programmes, but applicants who have not done so will also be considered. Such applicants should have obtained a Pass in English at G.C.E. 'O' level or equivalent, but those with higher qualifications and some background in English Literature will be preferred.

*Reading Text:* (obtainable from the Hong Kong Book Centre, 25 Des Voeux Road Central) T. Pierce and E. Cochrane (Eds.): Twentieth Century English Short Stories (Evans).

#### **401. Poetry Reading and Appreciation.**

Mrs. D. H. Shroff, B.A. (Bombay). *Fridays, 6.15-7.45 p.m., starting September 29, 1989. Room 141, University Main Building, University of Hong Kong. 12 meetings.*

**Fee: \$220**

This course is designed to help students read, understand and appreciate poetry. It will help to enrich their use of English language and open a new world of sound rhythm and imagery.

Poetry covering a wide spectrum dating from early Elizabethan times right up to the 20th Century will be considered and particular attention will be paid to recitation, construction and appreciation.

The course is both for enjoyment of poetry reading as well as a study in critical appreciation. Those participating will not only get a chance to read and study different types of poems, but will also hear poems read on tapes. This course will therefore help them to develop their appreciation of this particular aspect of English literature and thus enable them to improve their English.

*Entrance Qualifications.* Enrolment will be limited to 30 persons and may be by selection of those best qualified to benefit from the course of tuition. The course as a whole is ideally suited for those who have completed the Department's Use of English or English for Business programmes, but applicants who have not done so will also be considered. Such applicants should have obtained a Pass in English at G.C.E. 'O' level or equivalent, and those with higher qualifications and some background in English Literature will be preferred.

#### **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.

# **English for Specific Purposes**

*Staff Tutor: John Bensly, Telephone 5-472225*

## **Spoken English**

### **402. 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 working adults 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 and lexical competence will be assumed*. At the same time, this is *not a course in rhetoric or the art of persuasive or impressive speaking*.

*As this course is intended for working adults, those studying in school, college or university will not be admitted.*

*Syllabus: Pronunciation; Stress; Intonation; Advanced Oral Communication.*

*Entrance Requirements:* All applicants should

1. have gained Grade D or above in English Language Syllabus B in the Hong Kong Certificate of Education Examination, or in the case of English Language Syllabus A, Grade B, or the equivalent in an approved examination and *be able to produce evidence of further study at post-secondary level*.
2. attach photocopies of their certificates to their application form.
3. sit the English Speech Entrance Test.

The Entrance Test will consist of a Listening Test and an Interview. Listening Tests will be held in the Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9th floor, 200 Connaught Road Central, on 7th and 8th September, at 6.00 p.m. Applicants should indicate on their application forms on which evening they wish to be tested.

Applicants who perform sufficiently well in the Listening Test will be required to attend an Interview.

*Closing Date for Applications: 2nd September, 1989.*

*Time:* Mondays and Wednesdays, 6.15–7.45 p.m., starting October 2, 1989

*Place:* Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F.

*Duration:* 60 1½ hour sessions, inclusive of examination.

*Enrolment:* limited to 30 students.

*Fee:* **\$1,050**, 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.

Fee payment must be made by means of a crossed cheque made payable to the "University of Hong Kong".

#### **403. Oral Presentations.**

*Mrs. C. Macaskill, B.A. (Wits.). Saturdays, 2.15–3.45 p.m., starting October 7, 1989. Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 10 meetings.*

**Fee: \$230**

Effective oral presentations are increasingly frequently the key to success whenever an executive wishes to convince a group of people of the importance and validity of the message he wishes to get across to them. This course is therefore designed for those in Government Service, commerce or industry who are expected to prepare and present effective informative or persuasive speeches. The emphasis of the tuition will be on the practical rather than the theoretical aspects of public speaking and will include the following: Audience analysis; Formulating objectives; Planning and structuring for maximum effectiveness; Persuasive communication; Preparation techniques; Voice production; Eye contact; Non-verbal communication; Audio-visual aids.

Wherever possible, video-taping will be used to provide for students both constructive practical criticism and the opportunity for self-appraisal. For students to derive the maximum benefit from this course, it is essential that they devote as much time as possible to practical application of the concepts introduced and also that they be prepared to do a reasonable amount of research and preparation between course sessions.

Enrolment will be limited to 25 students and will be by selection of those most qualified to benefit from the course. All applicants should be university graduates or else have been awarded the Department's Certificate in English for Business since 1980 or a Grade 'D' or above in the Use of English at Hong Kong University Matriculation level. *They should also attach a full and detailed statement to their application forms in which they should state their occupation, their employer and the nature of the oral presentations they have to make. Copies of all degrees, diplomas and certificates awarded should also be attached to application forms.*

*Closing date for applications: 23rd September, 1989.*

## **English for Engineers**

### **404. Communication for Engineers.**

Syed Hasan, B.A., M.A. (Madras), A.Inst.M., F.B.I.M. *Mondays and Wednesdays, 6.15-7.45 p.m., starting October 2, 1989. Wah Yan College, 56 Waterloo Road, Kowloon. 30 meetings.* **Fee: \$630**

Engineers and those in related technical professions, in addition to acquiring professional and management skills, must also master communication skills if they are to further their careers and carry out their jobs effectively. The need to present ideas logically and persuasively in the spoken and written language, formally and informally, and to comprehend quickly and accurately spoken and written information is essential for efficient communication. The syllabus for the course, therefore, will focus on those aspects that are of particular importance and relevance to the engineer, and will cover: technical correspondence; writing memoranda; writing reports; writing minutes of meetings; writing briefing papers; group discussion; presenting points of view; giving oral reports; and giving talks. Students will also be given practice in listening and reading comprehension.

Enrolment will be limited to 30 students and will be by selection of those best qualified to benefit from the course of tuition. Applicants should be qualified engineers and should submit a short letter in support of their application.

*Closing date for applications: 16th September, 1989.*

## **English for the Hotel Industry**

### **405. Hotel English.**

Mrs. G. Kennedy, B.A., M.A. (Bucharest). *Mondays, 3.00–4.30 p.m., starting October 2, 1989. Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 10 meetings.*

**Fee: \$230**

This course is designed for those who are currently working in the hotel industry and who wish to improve their English so as to deal with customers more effectively.

The emphasis will be on speaking and understanding English in the contexts of reception, reservations and all front of house areas; restaurant, bar and kitchen. A range of topics will be covered, selected to suit the needs of the course participants but these will include: dealing with inquiries, complaints, telephoning, reservations, giving directions, methods of payment, the names of dishes and methods of cooking and taking orders.

Enrolment will be limited to 30 students and will be by selection of those best qualified to benefit from the course.

*Closing date for applications: 16th September, 1989.*

## **English for Medical Practitioners**

### **406. Certificate Course in Medical English.**

This course is intended for all persons associated with health care, such as doctors, nurses, physiotherapists, paramedical staff, health educators, medical students, and others with a professional interest in medicine, who need to communicate in English.

The aim of the course is to improve the students' general standard of English and to extend and practise language skills, both oral and written, in a variety of situations related to career requirements. The syllabus will also cover note-taking, summarizing, study and intensive reading, presenting medical reports orally and in writing, the language used in medical histories and case studies, medical terminology relating to physiology, anatomy, and disease, and the communicative needs of patients and staff. Authentic materials and the latest communicative techniques of specific purpose language teaching will be used.

Applicants should bear in mind that this course is not designed to teach basic English and that an understanding of medical terminology in the students' first language will be assumed.

*Entrance Requirements:* All applicants should

1. have gained Grade D or above in English Language Syllabus B in the Hong Kong Certificate of Education Examination, or in the case of English Language Syllabus A, Grade B, or the equivalent in an approved examination.
2. be able to produce evidence of further study at post-secondary level.
3. attach copies of their certificates to their application form.
4. submit a short letter in support of their application.
5. attend an interview, if required.

*Closing date for applications: 16th September, 1989.*

*Time:* Saturdays, 9.00 a.m.-12.00 noon, starting October 7, 1989.

*Place:* Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F.

*Duration:* 30 3-hour sessions, inclusive of examination.

*Enrolment:* Limited to 30 students.

*Fee:* **\$1,200**, inclusive of examination.

*Tutor:* Mrs. B. D. Whitman, B.Sc. (Lond.), F.I.M.L.T.

*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.

Fee payment must be made by means of a crossed cheque made payable to the "University of Hong Kong".

## **English for Teachers**

### **407. Certificate Course in the Phonetics of English.**

The aim of this course is to provide non-native speakers of English who have a good command of the language and who are primarily teachers with a comprehensive introduction to the phonetics and phonology of English. The syllabus consists of Articulatory Phonetics; Introduction to Acoustic & Auditory Phonetics; Taxonomic-Phonemic Phonology; Phonology of English (and Cantonese); Connected Speech & Intonation; Introduction to the Accents of English; Practical Phonetics.

The tutors are drawn from a panel of university lecturers fully qualified in linguistics and the intention is not only to provide a thorough grounding

in the phonetics of English but also to prepare those students who intend, later on, to apply for more advanced postgraduate courses.

*Admission Requirements:* Applicants should possess a university degree or college of education certificate, a copy of which should be attached to the application form, and those who are teachers should have had several years' experience of English language teaching. Applicants will be required to attend an interview at the Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9th floor, 200 Connaught Road Central, on 19th September, beginning at 5.00 p.m. Applicants will be interviewed on a first come, first served basis.

*Closing Date for Applications: 12th September, 1989.*

*Time:* Tuesdays and Thursdays, 6.15–7.45 p.m., starting October 3, 1989.

*Place:* Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F.

*Duration:* 60 1½ hour sessions, inclusive of examination.

*Enrolment:* limited to thirty students.

*Fee:* \$1,050, inclusive of examination.

*Tutor-in-charge:* J. P. Bensly, M.A. (Oxon.), M.A. (Reading), Staff Tutor in English, Department of Extra-Mural Studies.

*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:** on being accepted for this course, teachers of English will be sent a half fee refund application form, which they should forward to the Director of Education, together with their fee receipt. This applies to all teachers in Government, aided and private schools.

#### **408. Comparative Phonetics of English and Cantonese.**

Raymond Huang, B.A. (Lingnan), M.A. (Leeds), I.P.A.Cert.Phon., P.G.C.E., L.R.A.M., L.T.C.L. (London). *Tuesdays, 7.30–9.30 p.m., starting October 10, 1989. Room 105, James Hsioung Lee Science Building, University of Hong Kong. 12 meetings.*

**Fee: \$330**

The course is designed for teachers of English; other advanced learners will also find it useful. By showing the contrast in stress, intonation and articulation between English and Cantonese the teacher will help the student to grasp:

the rhythmic, tonal and sound system of his mother tongue, and

how errors in his English speech arise from his native language habits.

Methods of correcting errors and forming the right English speech habits will be suggested. Methods and devices include the use of (a) lip-reading and games in ear-training and speech exercises, (b) popular songs by well known singers for illustration of articulation, (c) musical devices such as tonic sol-fa and Chinese tones for comparison of intonation in English and Cantonese. To arouse the interest of the student the violin will be used to compare the differences in stress, rhythm, tonal ranges, glides and intonation patterns in English and Cantonese.

Enrolment will be limited to 30 persons and may be by selection of those most qualified to benefit from the course of tuition. Preference will be given to teachers of English.

The tutor is author of a number of books on phonetics, including "English Pronunciation Explained with Diagrams" and co-author of "Intonation in Idiomatic English", Books I & II.

**Fee Refund:** on being accepted for this course, teachers of English will be sent a half fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools. (*Closing date for enrolment at the Extra-Mural Department: September 30, 1989.*)

#### **409. Teaching English through Literature.**

Philip K. W. Chan, B.A., M.A. (H.K.), Dip.Ed. (C.U.H.K.). *Fridays, 6.15–7.45 p.m., starting October 6, 1989. Wah Yan College, 56 Waterloo Road, Kowloon. 10 meetings.*

**Fee: \$210**

This course is intended for teachers of English who wish to incorporate literature in the language classroom. It seeks to make the teaching of English enjoyable and personal through the introduction of a literary perspective which bears on three current concerns of teacher education: namely, Language Improvement, Methodology, and Materials Design. To develop greater interest in and sensitivity to language, a critical approach to literature will be adopted. The approach emphasizes the literary aspect of language through a wide selection of extracts from novels, plays, poems, films, and songs. These extracts, presented on tape, slide, and in writing, will be analysed to help students develop an insight into the authentic use of language. Such areas as the following will be covered: tone and attitude as expressed by the author; different impressions as created by means of metaphor and simile; feeling and mood as found in different settings and characters; and emotions and thoughts as expressed through irony and jokes.

The course should have especial appeal for teachers who would like to

extend 'textbook' English to involve students in the perception, expression, and production of speech acts. It can help them develop communicative activities, such as verse and prose speaking, mime, role play, drama, and creative writing. The course will also be of use to those interested in reading literature.

The course will consist of talks and discussions on methodology, workshops on materials design, demonstrations of verse and prose speaking, and dramatization of language activities. *Enrolment limited to 30 students.*

**Fee Refund:** on being accepted for this course, teachers of English will be sent a half fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools. (*Closing date for enrolment at the Extra-Mural Department: September 23, 1989.*)

#### **410. Teaching Verse, Prose and Drama.**

Mrs. Jennifer Brockbank, L.T.C.L. *Fridays, 6.15–7.45 p.m., starting October 6, 1989. St. Joseph's College, 7 Kennedy Road, Hong Kong. 10 meetings.*

**Fee: \$230**

This course for teachers in primary and secondary schools is designed to extend a teacher's knowledge and his or her ability to assist children, both individually and in groups, in oral presentation.

The course will cover: voice production and pronunciation; discussion of poetic forms and interpretation; sight-reading and prose speaking techniques; drama-in-education and simple dramatic presentations, through practical application; play production; improvisation.

Discussion groups will be formed so that teachers can share their problems and achieve success in solving them. *Enrolment limited to 25 students.*

**Fee Refund:** on being accepted for this course, teachers of English will be sent a half fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools. (*Closing date for enrolment at the Extra-Mural Department: September 23, 1989.*)

# European Languages

*Staff Tutor:* Duncan Macintosh, *Telephone* 5-472225

## Courses in Spanish Language

*Tutor:* Rev. Father Francisco Lopez Mendoza, O.P., Licentiate in Theology/Philosophy (Rome), Th.D. (Philippines).

*Days for all courses:* Tuesdays and Thursdays.

*Starting date for all courses:* 3rd October, 1989.

*Place:* Room 127, Wah Yan College, 1/F., Queen's Road East.

### First Year

Course No. **412.** 5.30–6.30 p.m. 60 meetings. **Fee: \$835**

Course No. **413.** 7.40–8.40 p.m. 60 meetings. **Fee: \$835**

Those who have no previous knowledge of Spanish will find these courses for complete beginners in the language particularly useful. The tutor will teach the classes to a level where they can understand elementary texts in Spanish and carry on simple conversations. *Enrolment limited to 34 persons per course.*

*Textbook:* *El Espanol Al Dia*, Book I (6th Edition) obtainable from the Hong Kong Book Centre, 25, Des Voeux Road Central. Please show the receipt for your course fees when you purchase your book.

### Second Year

Course No. **414.** 6.35–7.35 p.m. 60 meetings. **Fee: \$880**

This is primarily a continuation course intended for those who have previously completed Spanish I, but those others who have been studying it elsewhere for at least 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 34 persons.*

*N.B.* Priority will be given to applicants who have completed one of the Department's First Year courses in the year 1988–89. Other applicants will be enrolled if vacancies are still available after 20th September, 1989, and on the basis of their previous study of the Spanish language.

*Textbook:* *El Espanol Al Dia*, Book II (6th Edition), obtainable from the Hong Kong Book Centre, 25, Des Voeux Road Central. Please show the receipt for your course fees when you purchase your book.

## **CERTIFICATE COURSES IN FRENCH**

These are practical courses in French for those who wish to have a good active command of the language for everyday communication both orally and in writing.

**The First Year courses** are intended for those with no previous knowledge of the language and so are concerned with very basic French. Those who complete this year satisfactorily may enrol in a Second Year course in the year 1990-1991.

**The Second Year** of the programme in the year 1989-1990 will be open to those who have completed a First Year course satisfactorily in 1988-89 or acquired a knowledge of basic French at another institution. On completion of this year, students will sit an examination that leads to the award of the Department's Certificate in French Language.

Strong emphasis will be put on the acquisition of audio-oral skills through intensive interactive practice. Intensive tuition will also be provided in writing and reading skills.

### **Courses**

#### **First Year**

##### *In Hong Kong*

Tutor: Denis-Ch. Meyer, B.A., M.A. (Paris), Instructor in French, Language Centre, University of Hong Kong.

**415.** Tuesdays and Thursdays, 7.15-8.45 p.m., starting October 3, 1989. University of Hong Kong. 65 meetings. **Fee: \$1,375**

##### *In Kowloon*

Tutor: Lionel Mok, B.A. (H.K.U.), Lic. Ling., M.A. Ling., D.E.A. (Aix-Marseille).

**416.** Mondays and Wednesdays, 6.45-8.15 p.m., starting October 2, 1989. Wah Yan College, 56 Waterloo Road. 65 meetings. **Fee: \$1,375**

#### **Second Year**

Tutor: Mrs. Lyne R. Bullett, B.A., CAPES (Paris), M.A. (Lond.), Honorary Lecturer and Head of the French Programme, University of Hong Kong.

**417.** Tuesdays and Thursdays, 6.15-7.45 p.m., starting October 3, 1989. Extra Mural Town Centre, Shun Tak Centre, West Tower, 9th Floor, 200 Connaught Road Central, Hong Kong. 56 meetings, exclusive of the examination. **Fee: \$1,375**, inclusive of examination fees.

*N.B. Enrolment in all the courses mentioned above will be limited to 25 students who will be sent Joining Instructions before their commencement.*

## **Advanced Studies**

### **418. Advanced Studies in French**

Denis-Ch. Meyer, B.A., M.A. (Paris), Instructor in French, Language Centre, University of Hong Kong, and Mrs Lyne R. Bullett, B.A., CAPES (Paris), M.A. (Lond.), Honorary Lecturer and Head of the French Programme, University of Hong Kong. *Wednesdays, 7.15-8.45 p.m., starting October 11, 1989. Room 105, James Hsioung Lee Science Building, University of Hong Kong. 10 meetings.* **Fee: \$240**

This course, which will take the form of a series of seminars on various aspects of French civilization and culture, will be taught in French. It is therefore intended for those with a sound knowledge of the French language (i.e. those who have received 400 hours of tuition or more). An exploration of recent developments in French society, political and economic life, and into the historical background and main literary and artistic trends, will be offered. A detailed programme of the course will be issued to students at the first session. A variety of documents in French, including extracts from current media items, recordings, etc., will be considered during the course. *Closing date for applications: 4th October, 1989.*

*N.B. i. This course will be conducted in French.  
ii. Enrolment is limited to 25 students.*

### **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.

# **Geography & Geology**

*Staff Tutors: L. H. Rebecca Chiu, Telephone 5-8592791  
Koon-ki T. Ho, Telephone 5-8592792*

## **London University External B.A. Degree in Geography**

The Department of Extra Mural Studies offer the following two courses to help candidates prepare for the Geography I examination of the London University External B.A. Degree in Geography.

### **426. Human Geography**

(Lecturers from tertiary institutions). *Tuesdays, 6.15–7.45 p.m., starting October 3, 1989. Room LG1, Hui Oi Chow Science Building, University of Hong Kong. 30 meetings.* **Fee \$1100**

### **427. Physical Geography**

(Lecturers from tertiary institutions). *Tuesdays, 8.00–9.30 p.m., starting October 3, 1989. Room LG1, Hui Oi Chow Science Building, University of Hong Kong. 30 meetings.* **Fee \$1100**

Students are expected to attend lectures regularly, read assigned texts and complete course assignments.

For registration with London University—see p. xxiii. Applicants who have registered with the London University as External Students will be given preference. Anyone interested in these courses will also be considered.

*Please write in for details and special application form enclosing a stamped self-addressed envelope. Closing date for application: September 8, 1989.*  
A course on geographical techniques may be offered in the Spring term 1990.

### **428. Geotechnical Methods: Recent Developments & their Applications in Modern Building Industry.**

J. C. W. Lau, M.Sc. (Manc.), Ph.D., LL.B. (Lond.), C.Eng., M.I.C.E., M.I.Struct.E., M.H.K.I.E., F.G.S. *Saturdays, 9.30 a.m.–12.45 p.m., starting October 7, 1989. Room 10, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 6 meetings.* **Fee: \$360**

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; and 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. *Enrolment is limited to 30.*

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

## **429. 環境保護與環境教育 (Environmental Protection and Education)**

**主講人：**長春社負責人

**地點：**香港大學校外課程部市區中心16室（信德中心西翼九樓）

**時間：**一九八九年九月廿八日起每星期四下午八時零五分至九時三十五分

**全期學費：**二百一十元  
（共十二講）

本課程旨在介紹環境保育工作在此時此地的意義及實際需要，並探討在學校推行環境教育工作的問題，設計實行的策略與方法。各講者將會公開多年從事環境教育工作的心得與經驗，與學員分享研究，藉此推廣這種迫切又有意義的事業。內容包括：（一）「環境保育」總論；（二）環境意識警覺；（三）地球破壞的現況；（四）香港的污染與資源破壞；（五）環境保育背後的思想；（六）綠色政治與精神生活；（七）環境污染與個人健康；（八）環境保育與傳媒的角色；（九）香港的民間與官方環保工作；（十）改善生活質素的個人具體行動；（十一）環境保育與公民教育；（十二）怎樣在學校落實環境教育工作。

每講印發有關資料的文章供參考，並介紹推薦環境教育的書籍、文章、資源及活動。本課程限收四十人，在職教師優先取錄。

**申請教育署退還半費手續：**凡政府、資助或私立學校之教師修讀以上課程，均可向教育署申請退還半費，請於接獲本部取錄函件及申請書後，連同學費收據，逕向教育署申請。（如欲申請教育署退還半費者，須於九月十八日前向本部報名）。

### 430. 香港地理野外考察 (Geography in the Field)

主 講 人：鈕柏焱先生、袁貞偉先生及鄧玉瓊小姐

地 點：香港大學邵逸夫樓208室

時 間：一九八九年十月五日起每星期四下午六時三十分至八時

全期學費：三百五十元 (共十一講及四次野外考察)

講授重點着重於介紹與香港有關的地質、土壤及植物，農村及都市土地利用等方面知識。內容包括：(一)礦物、岩石與構造地質特徵，簡略介紹主要岩礦物與主要岩石類型特徵，構造特徵(包括褶皺、斷裂、節理、劈理等)，(二)土壤的形成，植物羣的種類，分佈，和它們相互的關係；(三)農村及都市土地利用。(限收三十五人。最早報名的十位合資格教師可向教育署申請退還一半學費。)

申請教育署退還半費手續：凡政府、資助或私立學校之教師修讀以上課程，均可向教育署申請退還半費。請於接獲本部取錄函件及申請書後，連同學費收據，逕向教育署申請。(如欲申請教育署退還半費者，須於九月廿五日前向本部報名)。

### 431. 寶石學入門 (Introduction to Gemmology)

主 講 人：陳志強先生，F. G. A. (英國寶石學會院士)

歐陽秋眉女士，F. G. A. (英國寶石學會院士)

地 點：香港大學校外課程部市區中心18室(信德中心西翼九樓)

時 間：一九八九年十月五日起每星期四下午八時至十時

全期學費：五百元 (共十講)

本課程著重介紹寶石的基本知識和鑑別寶石的主要根據。講授範圍包括下列兩方面：(一)常見的天然寶石(如鑽石、紅寶石、藍寶石、祖母綠、閃山雲、水晶、翡翠、珍珠等)的物理性質和鑑別特徵；(二)各種人造寶石的製造方法，仿製品的形式，人工處理顏色的方法及其鑑別方法。(限收廿二人)。

**In order to receive the next issue of this  
Prospectus, please turn to page 262 .**

## History & Archaeology

Staff Tutor: Koon-ki T. Ho, Telephone 5-8592792

### 436. Appreciation of Chinese Relics.

Mr. Lo Kam-kau, James, Committee Member of the Hong Kong Archaeological Society. Tuesdays, 4.30-6.00 p.m., starting October 3, 1989. Room 13, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 8 meetings plus 1 site visit.

Fee: \$220

History started when written language began to produce records, whereas the unwritten prehistory was recorded by relics and antiques. Even after the invention of written language, artistic artefacts have still been bearing powerful witness to the advance of human history.

This course aims at teaching students how to appreciate Chinese relics and antiques, with special attentions paid to evaluation, maintenance and testing for authenticity of antiques and relics. Major topics to be covered include Chinese old painting, ceramics, bronze, jade and ancient artefacts uncovered recently from Chinese archaeological sites.

There will be one full-day field trip in a weekend (travelling expenses to be borne by the participants).

### 437. 中國古文物鑑賞 (Appreciation of Chinese Relics)

主講人：盧金球先生（香港考古學會執行委員）

地點：香港大學校外課程部市區中心18室（信德中心西翼九樓）

時間：一九八九年九月十八日起每星期一下午六時至七時卅分

全期學費：二百四十元 （共十講及一次現場參觀）

本課程講授的重點，在於介紹鑑賞中國藝術物品的技巧和怎樣鑑別它們的真偽，同時也涉及品評、維修及補養古文物方面的知識。內容包括：（一）國畫、（二）陶瓷、（三）銅器、（四）玉器、（五）「考古」：國內最新發掘出土文物的分析及其提供的歷史價值和意義。（限收二十二人）。

### 438. 香港近百年歷史的回顧 (The Past Hundred Years of Hong Kong)

主講人：盧金球先生（香港考古學會執行委員）  
地點：香港大學校外課程部市區中心18室（信德中心西翼九樓）  
時間：一九八九年十二月四日起每星期一下午六時至七時卅分  
全期學費：二百一十元（共八講及一次實地考察）

本課程由中英第一次鴉片戰爭說起，回顧本港一百年來的滄桑史。內容介紹早期香港的面貌、地理環境、傳統生活習慣與風俗、及民間信仰等，並與今日的香港作一個全面的比較。其中對在日治時期港人的生活實況，更有詳細的闡述。講者生於斯長於斯，親身體會淪陷三年零八個月時期的情況，可說是歷史的見證人。本課程對未經第二次世界大戰洗禮的青年人，有提供教育與警惕的作用。四十歲以上的人士，亦可藉本課程重溫舊夢，與講者共同回味過去的甘苦。（限收二十人）。

### 439. 香港考古與出土文物欣賞 (Hong Kong Relics)

主講人：盧金球先生（香港考古學會執行委員）  
地點：香港大學校外課程部市區中心18室（信德中心西翼九樓）  
時間：一九八九年九月二十日起每星期三下午六時十五分至七時四十五分  
全期學費：二百四十元（共九講及二次野外考察）

本課程介紹有關考古學對香港古代文物的研究，如史前和歷史時代遺物，以及最近發掘出土文物等方面知識，內容包括：陶器、石器、青銅器、貝類、陪葬物、古墓、摩崖、石刻、古廟、古跡、灰窯、陶窯及考古遺址等。並參觀考古學會發掘過程，及安排參與實習。

### 440. 香港古物與古蹟 (Hong Kong Antiquities and Monuments)

主講人：盧金球先生（香港考古學會執行委員）  
地點：香港大學校外課程部市區中心18室（信德中心西翼九樓）  
時間：一九八九年十一月廿二日起每星期三下午六時十五分至七時四十五分  
全期學費：二百四十元（共九講及二次實地考察）

本課程介紹有關考古學對香港古物與古蹟的研究，如史前和歷史時代遺物方面知識，內容包括：石刻、古堡及炮台、古廟、宗祠及公祠、書室及書齋、圍村及民房、風水塔及風水牆、功名牌匾、及古建築物等。有關新界五大家族（鄧、廖、文、彭、侯）等的拓殖史及背景，封建考試制度如鄉試、會試及殿試等。農村風俗及生活習慣等作深入淺出的講授。

# **Housing Management**

*Staff Tutors: L. H. Rebecca Chiu, Telephone 5-8592786  
J. A. K. Holford, Telephone 5-8592787*

## **Diploma in Housing Management.**

The course aims to provide a professional qualification in Housing Management for people already working in the field. It is intended to provide a firm grounding in the theory and practice of housing management. This course is recognized by the U.K. Institute of Housing which is incorporated by the Royal Charter.

The course runs over three academic years. Each year will cover five papers ranging from housing studies, through management studies, building studies and legal studies to social studies. Students will be examined at the end of each year.

A Diploma in Housing Management, issued by the Department of Extra Mural Studies, University of Hong Kong, will be awarded to a candidate on passing the Final Examination and on producing evidence of having had at least three years' approved experience in housing management work.

Applicants must be matriculants and sponsored by their employers as some of the lectures are held during office hours. Candidates must submit application one year in advance as, on passing the Entrance Test, candidates are required to take and pass a Pre-course on "Communication" before being admitted to the Diploma Course.

*Further details are available on request. Applications for the 1989/90 Pre-course must be submitted before September 30, 1989.*

如欲收到下期課程手冊，  
請翻閱第 262 頁。

# **Journalism & Communication**

*Staff Tutor: Owen H. H. Wong, Telephone 5-8592788*

## **446. Modern Journalism.**

Clare Hollingworth, O.B.E., and other guest speakers. *Tuesdays, 10.15 a.m.-12.15 p.m., starting October 17, 1989. Room 29, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 10 meetings. Fee: \$345*

The presentation of news, analysis, features and editorial views through all forms of the media will be considered by a variety of experts in their respective fields. They will include visiting correspondents together with Derek Davies, and Philip Bowring, Editor in Chief and Editor of the Far Eastern Economic Review, Philip Crawley, Editor of the South China Morning Post together with Simon Winchester, Foreign correspondent and author and Hugh Gibb, documentary film producer.

The topics for discussion will cover the work of foreign correspondents, opportunities for free-lance writing as well as the daily activities of major news agencies and ways of entering the media. Currently, there are openings in economic and technical journals for those with some general experience. Consideration will also be given to such questions as, what is news, can journalists be trained, and, if so, how can this best be done. Lecturers will also give their views on what type of word processor or portable computer is the most practicable for the wide variety of tasks some journalists face. The influence of new technology on the media will also be considered.

Prospective students, whether working in journalism or television, or hoping to do so, should be of a high calibre and should be fluent in both written and spoken English. They may be selected by interview after a short written test. They should also note that they will be expected to participate actively in discussion and by contributing written exercises. Initially, these exercises will consist of simple reports based on newspaper cuttings, followed by class critiques. Thereafter, in the belief that the best way to learn about reporting is by reporting, students will be expected, after listening to the former BBC Far Eastern Correspondent, Anthony Lawrence, for instance, to simulate their own short news broadcasts and comments. Clare Hollingworth has agreed to act throughout as course-coordinator and "editor-in-chief".

*Enrolment will be strictly limited to 30.*

*Applicants should preferably provide a sponsoring letter from their employer and should attach to their application form a brief statement as to why they wish to join this course.*

#### **447. What a Print Buyer Should Know About Printing.**

Members of the Graphic Arts Association of Hong Kong. Mondays, 6.45-8.45 p.m., starting January 8, 1990. Room 208, Run Run Shaw Building, University of Hong Kong. 5 meetings. **Fee: \$145**

This course is designed for graphic artists, designers, reporters, editors, and other employees in the publishing, journalism and communication fields who, as print buyers, must have a basic understanding of printing production processes. Emphasis will be on costing evaluation and quality control. Topics will include: placing a printing order, appreciation of printing processes and production, printing materials: standards and suitability, costing and standards in printing, as well as quality control in printing. *Enrolment is limited to 20.*

*Participants are expected to pay \$100 each for materials and tools.*

*Medium of Instruction: Cantonese and English.*

#### **448. 公共關係文憑課程 (Certificate Course in Public Relations)**

主講人：顧明仁先生，M. Sc. (Ed.), M.A., Dip. Comm., F.R.S.A., F.Inst. PM., F.P.S.A., M.I.P.R. (挪威出口委員會駐香港貿易發展總監)

張林森先生，LL. B. (Journalism), MBIM. (現代公共關係顧問有限公司總經理)

許彬先生，M.S.W., Dip. S.W. (香港戒毒會南九龍區主任)  
及其他客座講師

地點：香港大學校外課程部市區中心 28 室（信德中心西翼九樓）

時間：一九八九年十月十日起每星期二下午七時卅五分至十時

全期學費：一千四百五十元 (共三十八講)

名額：二十八人

課程主旨：為從事公共關係，市場推廣、工商管理、傳播工作及社會服務人仕，提供一系統全面性的專業知識。

課程內容：(一) 大眾傳播導論：講授大眾傳播學理論，介紹不同種類傳媒的特性，並探討大眾傳媒的專業道德及社會責任等問題。(共八講)

(二) 公共關係導論：闡釋公共關係的基本原理及有關的理論，公共

關係活動的策劃程序及運作技巧等。 (共八講)。

(三) 公共關係媒介策劃：討論企業與傳媒的關係，傳媒工作的策劃，製作及選擇適當的訊息與媒體，包括新聞稿、招待會、業績報告等。 (共六講)。

(四) 企業傳播：討論有關商業企業在形象確立的方針，企業對外及對內傳播的問題，企業危機與公共關係處理技巧等。(共四講)

(五) 市場傳播：講授有關基本市場學與傳媒在市場傳播所擔任的角色、公共關係與產品廣告之配合等。 (共四講)。

(六) 社會服務與公共關係：討論有關社會服務機構怎樣策劃有關的公共關係活動及其對該等機構之重要性。 (共四講)。

(七) 公共關係個案實習：檢討個案及其處理不同公共關係問題所採取的手法等。 (共四講)。

入學資格：(一)大專畢業或

(二)大學入學試合格，並具一年以上有關工作經驗。

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) 上課次數超過百分之八十；  
(三) 完成所有課程中的作業。

申請手續：申請者須於九月十日前，將申請表格寄回本部，函內須附回郵信封、二吋半身近照二張、學歷及工作經驗之證件副本及詳情，報名時請用支票交款。

#### **449. 電視編劇與製作文憑課程【與電視廣播有限公司合辦】 (Certificate Course in Television Script-Writing & Production)**

主講人：劉天賜先生 (電視廣播有限公司製作總監)——主任主講人

吳 炳先生 (電視廣播有限公司助理節目發展經理)——課程主持

彭濟材先生 (電視廣播有限公司創作主任)

何麗全先生 (電視廣播有限公司創作主任)

(其他主講人包括電視廣播有限公司資深之行政與編導人員)

地點：電視廣播有限公司訓練中心 (九龍廣播道嘉柏園二樓及西貢清水灣地段220，D 4)

時間：一九九零年一月五日起每星期五下午七時卅分至九時卅分  
(共三十講，另三十小時以上實習)

學費：一千二百七十元

名額：限收二十人

課程主旨：用體驗、講授與實習方式，培養配合香港社會需要與生活節奏、有深度而富創作力之電視編劇與製作人材，以期日後的電視編劇與製作的技巧與內容更具突破性。

課程內容：(一)各類單元劇劇本的編寫、製作與欣賞；(二)各類節目編寫(包括兒童節目、紀錄片旁白、訪問、綜合節目等)；(三)電視的拍攝、剪接、配音與製作過程；(四)節目的分析、調查與策劃；(五)劇本寫作實習。

入學資格：(一)大專程度或相等資歷；

(二)具社會工作經驗；

(三)具相當之文學與寫作修養；

(四)富創作力、觀察力、想像力，頭腦靈活，生活體驗豐富。

畢業文憑：課程結束後，學員若能符合下列條件，則可領得本部頒發之文憑：

(一)所有測驗成績美滿；

(二)上課次數超過百分之八十；

(三)完成所有課程指定之作業與實習。

申請手續：申請者須於十一月十一日以前，將(一)申請表格，(二)劃綫支票，

(三)二吋半身近照二張，(四)學歷證件副本，(五)回郵信封，

(六)個人履歷表，包括工作經驗與興趣，(七)另附一份二千字以內之諷刺幽默短劇習作；寄回香港大學校外課程部電視編劇與製作文憑班課程主任收。

#### 450. 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)

岑才生先生，M.B.E., J.P. (華僑日報社長)

主講人：劉慧卿女士 (遠東經濟評論香港區特約記者)

顧明仁先生 (挪威出口委員會駐香港貿易發展總監)

黃俊東先生 (英文虎報助理編輯)

丁紹源先生 (前中大新聞翻譯文憑課程講師)

李彭基先生 (快報編輯主任)

趙潤桓先生 (香港電台高級新聞時事節目主任)

梁天偉先生 (香港商業電台新聞經理)

地點：香港大學校外課程部市區中心16室 (信德中心西翼九樓)

時間：一九八九年十月十八日起每星期三下午七時十分至九時四十分

學 費：一千二百七十元（共三十八講，另加兩個星期六的實習與參觀）  
名 額：三十二人

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，而自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：香港報業概況；新聞學導論；大眾傳播媒介與傳達學；新聞採訪與新聞寫作；新聞翻譯；編輯學，廣播與電視；有關新聞學專題講座，及實習與參觀。

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。

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) 上課次數超過百分之八十；
- (三) 完成所有課程中的作業。

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。報名時請用支票交款。

#### **451. 傳媒教育入門〔與天主教社會傳播處合辦〕 (Introduction to Media Education)**

主 講 人：夏其龍神父，M. S Journalism (Columbia)  
地 點：香港天主教社會傳播處（香港堅道十六號教區中心十一樓。電話：  
5 - 258021 內線418）  
時 間：一九八九年十月廿四日起每星期二下午七時三十分至九時三十分  
全期學費：一百三十五元 （共六講）

從大眾傳播媒介對社會的影響，引出受眾需要對傳媒應有基本的認識，以能深入地欣賞及積極地批判傳媒並影響其製作質素。講授內容包括：(一) 傳訊

理論及傳媒運作與心理；（二）傳媒教育的基本概念；（三）傳媒教育方法示範——報紙、雜誌、畫報；（四）傳媒教育方法示範——電影；（五）傳媒教育方法示範——電台；（六）傳媒教育方法示範——電視。（限收四十五人）。

#### **452. 廣播劇創作與編劇 [與天主教社會傳播處合辦] (Creative Script-Writing for Radio Drama)**

主講人：容若愚先生，S.T.B. (H.K.), B. Ed. (Lond.), Dip. Comm. (U.K.)  
(香港中文大學教材部)

地點：香港大學校外課程部市區中心16室（信德中心西翼九樓）

時間：一九八九年九月十一日起每星期一下午六時四十五分至十時

全期學費：一百四十五元（共四講）

本課程主要為一些廣播劇寫作有興趣的人士而設。講授內容包括：廣播劇的產生過程，由構思、搜集資料、分幕至寫成劇本，並分析對白、人物、佈局等有關理論。

四次課程中，學員除接受理論方面的知識，兼有寫作實習，學員更需依時完成三項習作。課程將安排實地錄音試播。（限收二十六人）。

#### **453. 圖書出版基礎課程 (Book Publishing: A Foundation Course)**

主講人：中英文教出版事業協會委員

地點：香港大學校本部大樓地下7室

時間：一九八九年九月廿九日起每星期五下午六時卅分至九時

全期學費：二百五十元（共八講）

本課程由中英文教出版事業協會與香港出版學會共同策劃；透過八個專題：總論、編輯、設計、製作、市場及營業、宣傳及推廣、財務管理、版權法及合約，對出版行業作一個全面性的介紹與論述。講者均是各大中英文教科書、圖書、雜誌出版社有關部門的負責專業人士。

學員須有預科畢業及以上的程度及曾在出版社工作六個月以上者。

#### **454. 出版實務課程 (A Practical Course in Publishing)**

主講人：香港出版學會會員

地點：香港大學校本部大樓地下7室

時間：一九八九年十二月一日起每星期五下午六時卅分至九時

全期學費：三百元（共十講）

本課程由香港出版學會與香港中英文教出版事業協會共同策劃。

本課程銜接「出版基礎課程」，由香港出版界資深人士主講，通過實際個案，探討出版書籍的各個重要環節，包括：編輯校對體例、中英文植字、出版財政預算、電腦化的策劃等等。通過課程作業和討論，學員應可對書籍出版，有更實際和深刻的認識。

本課程適合出版界在職人士參加。若報名人數太多，出版界的編輯及製作人員將獲優先取錄機會。

#### **455. 雜誌編輯 (Magazine Editing)**

主講人：鄭宜迅先生（雜誌編輯與出版專業人士）及客座講者

地點：香港大學校本部大樓122室

時間：一九八九年九月廿九日起每星期五下午七時十五分至九時十五分

全期學費：一百六十元（共七講）

雜誌的編輯，是專門的學問，是一種藝術、亦是一項管理學；雜誌的編輯，更是作家與廣大羣衆之間的橋樑：小至團體學校的刊物，大至銷路廣闊的雜誌，其成功與否，都倚賴編輯們的能力與修養。故本課程將兼顧以下的重點：報紙、雜誌、畫報編輯的分野及特點；讀者心理和編輯風格的建立，新聞感和信任感探討；文字編輯和技巧編輯在香港的優缺點；標題的控制，資料選輯和節奏感的分析（配幻燈片）；紙張、製版、分色、印刷原理和運用介紹；版面設計、字體研究和美學小談（配幻燈片）；編輯工作的責任感和時間控制。

#### **456. 中文字體設計與美術創作**

**(Chinese Typography for Advertising and Publications)**

主講人：黃健康先生

地點：香港大學校外課程部市區中心15室（信德中心西翼九樓）

時間：一九八九年十月七日起每星期六下午四時至五時卅分

全期學費：一百七十五元（共七講）

中文美術字體設計應用範圍極廣，由獨具風格的個人標誌、日常活動的報導、團體刊物、以至於商業用的各類廣告宣傳，都需要不同的字款；創新而具有特色的字體設計，更能充份表現出個人或機構高質素的精神和活潑的形象，發揮出鮮明的視覺識別效果來。

課程內容包括透過不同設計意念引導學員創製新字體，分析常用字體進而探求更完美的結構造形，介紹多款書寫字體的創製技巧及視覺造形，並與工具創製字體作多方面分析，同期介紹多方面美術創作的技巧。

本課程適合一般廣告業人士、社會工作者、學校的美術教師，及其他對此類設計有興趣人士選修，而講授時則盡量深入探討，理論與實踐並重。

#### **457. 雜誌設計排版入門 (Introduction to Magazine Design)**

主講人：何忻光先生，M.A. ( Missouri )

地點：香港大學邵逸夫樓208室

時間：一九八九年十月二日起每星期一下午六時三十分至八時三十分

全期學費：二百四十五元 (共十講)

本課程是為雜誌出版及工作人士介紹版面設計及編排的基本概念。內容包括字體及字體選用、圖片處理及編裁、版面處理及設計（例如單頁、跨頁及目錄頁等）、彩色及雙色印刷之運用、選紙、釘裝及版面編排的新趨向。本課程亦包括一或兩次堂上練習，務求令學員對這門學科有實際體驗。講授時將會側重英文刊物。（限收三十二人）。

#### **中文電腦信息處理初階**

#### **(Introduction to Chinese Data Processing)**

本課程著重研習倉頡字母編碼方法後，使學員能掌握倉頡法的基本原則。了解中文電腦輸入方法，經多次練習後，達到熟練程度。

課程內容適合對中文電腦有興趣或日常工作需要利用電腦處理中文資訊者修讀。

課程內容包括：（一）漢字結構與計算機表示法；（二）漢字內部碼與輸入碼；（三）漢字字形存儲及信息壓縮；（四）漢字輸入／輸出方式和設備；（五）漢語拼音方案的編碼方法；（六）倉頡字母編碼方法；（七）其他編碼方法；（八）中文操作應用軟件。

本期開設下列三班，編號 458 至 460 。

#### **458. 尹日成先生、袁振光先生、李仲泉先生主講**

地點：香港大學邵仁枚樓101室

時間：一九八九年九月廿六日起每星期二下午七時十五分至九時十五分

全期學費：一百二十五元 (共六講)

#### **459. 尹日成先生、袁振光先生、李仲泉先生主講**

地點：香港大學邵仁枚樓101室

時間：一九八九年十一月七日起每星期二下午七時十五分至九時十五分

全期學費：一百二十五元 (共六講)

**460.** 尹日成先生、袁振光先生、李仲泉先生主講  
地點：香港大學邵仁枚樓101室  
時間：一九九零年一月二日起每星期二下午七時十五分至九時十五分  
全期學費：一百二十五元 (共六講)

**461. 教學錄映帶節目：製作技巧及應用**  
**(Techniques in Making & Using Instructional Video (Non-broadcast))**

主講人：容若愚先生，S.T.B (H.K.)，B Ed (Lond)，Dip Comm.(U.K.)  
(香港中文大學教材部)  
地點：香港大學校外課程部市區中心10室 (信德中心西翼九樓)  
時間：一九九零年一月八日起每星期一下午七時十分至九時十分  
全期學費：一百五十元 (共六講)

以活教學的形式，討論應用單機製作教學性錄影節目之方法和技巧，及錄映帶在教育的各種應用。講授內容包括：(一) 介紹各種單機拍攝系統；(二) 拍攝剪接技巧；(三) 拍攝紀錄片及短劇；(四) 有關的技術性問題；(五) 學生參與及教師領導的技巧；及(六) 應用於小組及個人學習。

**462. 電影藝術及欣賞：理論與作者風格**  
**(Film Art and Film Appreciation II)**

主講人：黎秋華先生，B.A. (H.K.)  
李小新先生，M.A. (Michigan)  
地點：香港大學校外課程部市區中心16室 (信德中心西翼九樓)  
時間：一九八九年九月廿三日起每星期六下午二時十分至四時十分  
全期學費：二百六十元 (共十講)

本課程試從不同類型的電影去比較作者風格，例如愛森斯坦的蒙太奇理論，巴特的寫實主義，尚盧高達的新浪潮等等。學員如能對歐洲、亞洲或美國方面的電影導演有普遍認識，更能增加學習興趣。課程輔以影片或電視錄影帶作觀賞討論。會選修本部電影課程者將獲優先取錄機會。 (限收三十四人)。

**463. 電影製作 (The Technique of Film-making)**

主講人：黎秋華先生，B.A. (H.K.)  
李小新先生，M.A. (Michigan)  
地點：香港大學校外課程部市區中心16室 (信德中心西翼九樓)

時 間：一九八九年十二月二日起每星期六下午二時十分至四時十分  
全期學費：三百一十五元 (共十二講)

本課程利用講解及分組討論形式，將電影工業各環節逐一介紹，先從認識各類型攝影器材開始，繼而介紹菲林類別，內容包括：(一)攝影機及鏡頭的運用；(二)電影語言；(三)拍攝技巧；(四)燈光效果；(五)音響控制；(六)劇本創作；(七)剪接功能；(八)製作預算。課程除講授外，並輔以影片示範，及實地拍攝工作，務求使理論與實際互相配合，歡迎對電影藝術及電影製作過程有興趣的人士參加。(限收二十四人)。

#### **464. 公共關係 (Public Relations)**

主講人：香港公共關係學會委員  
地點：香港大學校外課程部市區中心16室(信德中心西翼九樓)  
時 間：一九八九年十月六日起每星期五下午八時十分至九時五十五分  
全期學費：二百一十五元 (共十講)

公共關係乃現代企業管理之工具，本課程共分三部：(一)透過公共關係的發展過程與理論，使學員了解到公共關係在管理階層上所發揮的作用；(二)簡介一般工商企業、政府或服務機構的公共關係實務；(三)着重公共關係實務技巧，如：新聞稿的撰寫、傳播媒介的運用、公共關係活動的策劃等。

本課程對從事文化教育事業、社會工作、一般工商企業、以及有志投身公共關係行業者，均有極大之專業上幫助。(限收三十八人)。

#### **465. 自我辨認與人際溝通**

#### **(Intra-Personal Relationships in Human Communication)**

主講人：陳毓祥博士  
地點：香港大學校外課程部市區中心16室(信德中心西翼九樓)  
時 間：一九八九年十二月廿二日星期五下午五時三十分至八時三十分，(及由十二月廿六日星期二上午九時至十二月廿八日星期四下午九時的三日兩夜的小組活動) (共三十三小時)  
全期學費：三百八十五元  
備註：如日期略有改變，當提早另行通知。

除了導引出人際關係的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，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：傳播之原則及理論，自我的成長，自我的認識，知覺力與定形趨向等等。

整個課程着重小組討論，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。（限收二十八人）。

#### **466. 人際關係與人際溝通**

#### **(Inter-Personal Relationships in Human Communication)**

主講人：陳毓祥博士

地點：香港大學校外課程部市區中心10室（信德中心西翼九樓）

時間：一九八九年十二月廿三日星期六下午二時三十分至五時三十分，（及由十二月廿九日星期五上午九時至十二月卅一日星期日下午九時的三日兩夜的小組活動）（共三十小時）

全期學費：三百八十五元

備註：如日期略有改變，當提早另行通知。

本課程將以「相互觀察與糾正小組」方式學習人際關係的理論。內容包括：人際溝通技巧與理論；人際間的隔膜；家庭成員的二十種溝通技巧；面談的理論及技巧等等。

整個課程着重小組討論，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。（限收二十四人）。

#### **467. 實用心理與人際溝通**

#### **(Practical Psychology in Human Communication)**

主講人：陳毓祥博士

地點：香港大學校外課程部市區中心16室（信德中心西翼九樓）

時間：一九八九年十二月廿二日星期五下午七時至十時，（及由一九九零年一月一日星期一上午九時至一月三日星期三下午九時的三日兩夜的小組活動）（共三十小時）

全期學費：四百三十五元

備註：如日期略有改變，當提早另行通知。

以小組討論，「互相觀察與糾正小組」及實習方式，幫助學員去領略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：人際溝通處事分析（Transactional Analysis）；人際溝通的領導問題；人性理解；人際溝通的人體語言；勸誘的傳播技巧與宣傳方法，人際間的相互吸引問題，人際溝通問題中之適應性與不良心理反應及人際溝通與小組壓力。

本課程適合對傳播學有初步認識的學員選修。而對一般從事文化教育事業、社會工作及公共關係、及需進一步理解人際溝通的各項問題的人士，幫助尤大。（限收二十人）。

## 聲藝與口才 (The Art of Expression)

我們生活在這個蓬勃多姿的羣體社會裏，隨時隨地都需要有談吐應對，或發表言論，或現身說法，或肩負司儀，或以聲音作為一種訴諸聽覺藝術的機會。但是話語怎樣才能說得得體，聲調運用得優美，情感的貫注又具感染力，而達到悅耳傳神，聲情並暢的境地，那就有賴於口才的訓練，運聲技巧的掌握，語調情感的控述，以至將聲藝應用諸不同聽覺藝術底範疇時的不同表達方法去作一個較深入的認識與探討，這個課程所提供的，也就是環繞着聲音藝術的有關研究和學習機會。課程內容包括：聲調控述的技巧；粵音九聲的變化；常用語音的分類；演說技巧及練習；司儀方法及練習；唸詞方法及口才訓練等。

本期開設下列兩班，編號 468 及 469，每班限收二十六人。

### 468. 彭永才先生（亞洲電視訓練學院院長）主講

地點：香港大學邵逸夫樓208室

時間：一九八九年九月廿三日起每星期六下午四時至六時

全期學費：二百二十五元（共十講）

### 469. 彭永才先生（亞洲電視訓練學院院長）主講

地點：香港大學邵逸夫樓208室

時間：一九八九年十二月二日起每星期六下午四時至六時

全期學費：二百二十五元（共十講）

## 470. 表達與理辯 (Public Speaking & Persuasion)

主講人：周文海先生（人人出版社經理兼出版部主任）

地點：香港大學校外課程部市區中心10室（信德中心西翼九樓）

時間：一九八九年九月廿六日起每星期二下午六時十分至七時四十分

全期學費：一百五十元（共八講）

我們每人每天都要處事，都要用很多時間於聽別人的意見，說自己所要說的話、閱讀來往文件或書報、和書寫往來函牘、演講稿……等等，這就是說，我們無時無刻都在(1)自己向自己表達（思想方法的運用），(2)一對一的相對表達（兩個人之間的問題處理），(3)一對多的表達（處理兩到二十或更多人的問題，諸如演講、在會議中發表意見等），(4)理辯式的表達（交涉、談判，以及紛爭性事務的處理）。因此，本課程特從心理學、邏輯學的角度，分析人們思想意見的傳達技巧與實際運用；探討人類行為、理辯態度與社會關係影響意見的表達等等因素。故課程內容理論與實際並重，語言與文字兼顧，與工商教育傳播等均有密切關係，重點配合職業上實際的需求。（限收三十八人）。

### 471. 處事的技巧 (Decision-Making)

主講人：周文海先生（人人出版社經理兼出版部主任）

地點：香港大學校外課程部市區中心10室（信德中心西翼九樓）

時間：一九八九年十一月廿一日起每星期二下午六時十分至七時四十分

全期學費：一百九十九元（共十一講）

本課程將透過七次專題講述，四次分組實例研究，探討如何對自己所做的事能夠進行有目的的思考；能夠描述問題、分析問題、界定問題、解決問題；能夠擬方案；能夠寫計劃等。講授內容包括：處事的理和情；事理的設基；怎樣分析問題——查驗事情已發生的原因，認識事情的特點與變化；可能發生的問題之分析方法；人性需要與自我控制；你會編擬計劃嗎？怎樣界定問題與怎樣解決問題；並分組討論：連想力的試驗；分析事理的方法和經驗，開放自己與他人共同分析事理的方式；編擬計劃的方法及解決問題的事例與分享。（限收三十八人）。

### 472. 廣告與促銷 (Advertising and Sales Promotion)

主講人：鄧廣鈞先生，M.B.A. (Long Island)

地點：香港大學校外課程部市區中心16室（信德中心西翼九樓）

時間：一九九零年一月八日起每星期一下午八時廿分至九時五十分

全期學費：一百四十五元（共七講）

現今商業社會，競爭激烈，各展奇謀，來提高本身產品知名度和市場佔有率，而廣告與促銷活動，已成為商品推銷及市場推廣的重要工具。在傳遞商品訊息，引發起消費者潛在的購買慾望，令其產生共鳴，進而達到銷售目的，實有賴於優良的廣告設計。

本課程將介紹廣告與促銷的本質，目標設定及策略，分析各傳播媒介的功能，選擇及安排，並如何評估廣告與促銷對商品銷售的效果。

### 473. 廣告創作初階 (Introduction to Advertising Creation)

主講人：嚴啓明先生（靈傑廣告公司董事總經理）

地點：香港大學校外課程部市區中心16室（信德中心西翼九樓）

時間：一九八九年九月廿一日起每星期四下午六時至八時

全期學費：二百二十五元（共十講）

本課程供有興趣撰寫廣告文案及培養創作意念的學員參加，對中小型廣告客戶和從業員尤其適合。內容包括廣告優劣之標準、廣告創作過程、客戶要求及廣

告與消費行爲等課題。學員需在堂上參加小組討論，分享經驗，共同研習作品及參與撰寫電視及報章廣告。

#### **474. 廣告學與市場管理 (Advertising in Marketing Management)**

主講人：張林森先生

地點：香港大學校外課程部市區中心10室（信德中心西翼九樓）

時間：一九八九年九月廿一日起每星期四下午八時三十分至十時

全期學費：一百六十元（共八講）

廣告的作用，是在於商品的推銷以至市場的推廣，所以廣告學與市場管理，實在是關連的。本課程首先介紹市場管理的重要性，消費者的心靈與市況，工商機構中的銷售策略；繼而講授廣告學的各門知識，包括：（一）廣告策劃，如製作過程，宣傳目的與市場目標；（二）廣告媒介，如策略、電視、報紙、廣播、雜誌、郵遞、推銷與戶外宣傳等；（三）廣告創作，包括撰稿、編排、印刷、電視與廣播製作、商標、包裝等；（四）廣告管理，包括廣告代理與廣告宣傳計劃的處理。

本課程學員最適宜同時選修隨後之廣告研習班。（限收三十六人）。

#### **475. 廣告研習班 (Advertising Workshop)**

主講人：張林森先生，（另邀請資深廣告從業員為客座主講人）

地點：香港大學校外課程部市區中心10室（信德中心西翼九樓）

時間：一九八九年十一月十六日起每星期四下午八時三十分至十時

全期學費：二百六十元（共十二講）

以探討、座談及實習方式，讓學員體驗廣告業務之實際作業過程，藉以培育廣告人材，提高專業水準。

課程內容將就指定課題，先行提供實例資料，繼而引導學員分組進行研討、實習，以製訂綜合的作業計劃書。學員在必要時，可於堂外自行磋商及彙集資料。製訂的作業計劃書，必須由各小組在堂上陳述，另邀請資深廣告業人士現場評論。

此研習課程特為廣告業及相關行業之基層及中層從業員而設。申請者必須對廣告業有基本認識，具一年廣告工作經驗；曾選修「廣告學與市場管理」課程者，優先取錄。（限收二十四人）。

## 實用廣告攝影設計 (Photographic Design for Advertising)

本課程為一般喜愛美術、設計及攝影人士而設。提供較為深入之廣告設計技巧，而其中側重介紹攝影在設計上之運用。通過理論、欣賞、示範及實習，使學習更趨完善。習作包括一般商品攝影佈光方法、模特兒攝影、廣告用黑房技巧、戶外商品攝影法、報紙廣告、海報、包裝紙及封面等。學員除了研習一般設計步驟、文字處理、編排設計、印刷常識、工具運用（如燈箱、特殊效果及顏色黏貼菲林、噴筆……）等外，並需大部份時間作拍攝及黑房沖晒實習。本課程內將會免費提供講義及各種專業攝影及黑房器材。但學員需自付消耗性材料如菲林、藥水等（約一百四十元）。

本期開設下列四班，編號 **476** 至 **479**，每班限收十二人。

### **476.** 蔡克信先生主講

地 點：香港英皇道1044號福昌樓三樓B4參影室（Studio 3）  
時 間：一九八九年十月十三日起每星期五下午七時卅分至九時卅分  
全期學費：七百五十元 （共十五講）

### **477.** 蔡克信先生主講

地 點：香港英皇道1044號福昌樓三樓B4參影室（Studio 3）  
時 間：一九八九年十月十四日起每星期六下午二時至四時  
全期學費：七百五十元 （共十五講）

### **478.** 蔡克信先生主講

地 點：香港英皇道1044號福昌樓三樓B4參影室（Studio 3）  
時 間：一九八九年十月十四日起每星期六下午四時卅分至六時卅分  
全期學費：七百五十元 （共十五講）

### **479.** 蔡克信先生主講

地 點：香港英皇道1044號福昌樓三樓B4參影室（Studio 3）  
時 間：一九八九年十月十六日起每星期一下午七時卅分至九時卅分  
全期學費：七百五十元 （共十五講）

# Law

*Staff Tutor: W. B. Howarth, Telephone 5-8584606 / 5-8592784*

## Degree Courses

### London University External LL.B. Degree Courses

These courses are designed to assist candidates in preparing for the London University External LL.B. examinations. The courses are taught mainly by lecturers invited from the United Kingdom.

#### Intermediate Examination:

**486. Criminal Law**—nature of criminal law; general principles of responsibility; general defences; participation in offences; anticipatory offences. Specific Offences—homicide; offences against the person other than homicide; offences against property.

**487. Constitutional Law**—characteristics of the constitution; sources of the constitution; parliament; the executive and administration; local government; the citizen and the state.

**488. English Legal System**—the major divisions of English Law with particular reference to the distinctions between contract, tort, crime and property; sources of English Law; the court structure; judges and judicial reasoning; the criminal process; the civil process; the appellate process; legal services.

**489. Elements of the Law of Contract**—formation of contracts; offer and acceptance, consideration, intention to create legal relations; terms of contract, with particular reference to the classification of terms and the effect of this on the remedies for breach; exemption clauses; implied terms; capacity to contract, with particular reference to the capacity of minors; misrepresentation; mistake; duress and undue influence; illegality (excluding gaming and wagering contracts); restraint of trade; privity of contract (excluding assignment and agency); frustration; remedies for breach of contract, with particular reference to damages and specific performance.

#### Final Part I Examination:

**490. Law of Tort**—the scope and function of the law of tort; the bases of liability; the interests protected by the law of tort; future development; negligence: the concepts of duty, breach, causation and remoteness

of damage; negligent infliction of personal injuries; the assessment of damages; occupiers liability; liability of employers; products liability; negligent infliction of other physical damage and of economic loss; negligent misstatements; assault, battery, false imprisonment and other intentional physical harm; interference with economic interests: deceit, inducing breach of contract, intimidation, conspiracy; trespass to land; nuisance; the principle in *Rylands v. Fletcher*; liability for animals; liability under statutory duties and powers; defamation and malicious falsehood; vicarious and joint liability; the effect of death on liability; defences; remedies.

**491. Law of Trusts**—the law of trusts; definition and distinction from other legal conceptions; classification of trusts; express private trusts; statutory requirements for creation; incompletely constituted trusts; certainty of a trust; legality of trusts; voidable trusts; protective and discretionary trusts; purpose trusts; charitable trusts; definitions; distinctions from private trusts; classification of charitable trusts; the cy-pres doctrine; implied or resulting trusts; constructive trusts; fiduciary relationships, fiduciary duties and breach of trust; the appointment, retirement and removal of trustees; delegation of trusteeship; duties of trustees; duty to act impartially; the administration of a trust; investment; powers of maintenance and advancement; variation of trusts; remedies for breach of trust; personal and proprietary remedies, and tracing.

**492. Land Law**—general principles; landlord and tenant; easements, covenants, licenses and land charges; settlements and trusts; mortgages; registration of title.

**493. Evidence**—General: nature and classification of evidence; Admissibility: functions of judge and jury; relevance and admissibility; judicial discretion to exclude admissible evidence; the doctrine of res gestae; circumstantial evidence; similar fact evidence; evidence of disposition, character and convictions; opinion; privilege; estoppel; the rule against hearsay in criminal cases and its exceptions; the hearsay rule in civil cases; the Civil Evidence Acts, 1968 and 1972; the Police and Criminal Evidence Act, 1984; Proof: facts which need not be proved by evidence; judicial notice, formal admissions, presumptions; oral testimony; the competence and compellability of witnesses; oath, affirmation and unsworn evidence, the examination of witnesses; documentary evidence (including tape recordings, films, etc.); public and private documents; proof of the contents of public documents; proof of the contents and execution of private documents; the admissibility of parol evidence affecting the contents of a document; real evidence; inspection out of court; the burden and standards of proof; corroboration; the Police and Criminal Evidence Act, 1984.

## Final Part II Examination:

**494. Jurisprudence and Legal Theory**—theories of the nature and meaning of law; the law of nature and natural rights; law and morality; law and fact; sovereignty, including problems of definition and the imperative theory; individual and social utilitarianism; legal positivism; analytical jurisprudence and the pure theory of law; the historical schools, customary law and legal anthropology; sociological jurisprudence and the sociology of law; economic interpretations and Marxist theories of law and state; legal realism, American and Scandinavian; critical study of the English rules of custom, precedent and the interpretation of statutes; the judicial process and the theory of precedent and of the ratio decidendi; comparison of common law and civil law approaches; codification and its effects; analysis evaluation and judicial treatment of the concepts of legal personality, rights and duties, including Hohfeld's analysis of these; the impact of legal theory upon the foregoing.

**495. Succession**—Wills: historical aspects; nature of wills and codicils; capacity to make wills; testamentary intention; effect of undue influence, fraud, mistake; the making, revocation, republication and revival of wills; incorporation of documents in wills. Appointment of executors; renunciation of probate; the obtaining of probate in common form and in solemn form; resealing; foreign grants; limited grants (all in outline only); evidence in probate actions; the contents of wills; kinds of legacies and devises; failure of gifts by lapse and ademption; uncertainty; general principles of construction of wills; rectification; extrinsic evidence; statutory rules of construction; class gifts; words descriptive of property. Intestate succession: historical aspects; modern rules of succession; rules as to grant of administration, in outline only; persons entitled to apply for grant; special and limited grants. Administration of Estates: devolution of property on personal representatives; modes of administration, in court and out of court; family provision; the realisation of assets; the payment of debts; priorities; the order of application of assets in payments of debts; the distribution of assets; the payment of legacies; interest on legacies; destination of income of property disposed of by will; transfer of property by personal representatives to beneficiaries; appropriation.

**496. Company Law**—the nature of legal personality and lifting the veil of incorporation; the formation of the company; the relations between the company and outsiders; the relations between the company and its members and among the members inter se; directors and other officers; management of the company; minority shareholders; capital and shares; debentures and charges; reconstruction and amalgamations; winding-up.

**497. Family Law**—the law of domestic relations comprising: (a) nature and diverse forms of marriage: a universal institution taking different forms; requirements of a valid marriage: capacity, form, consent of parties and others, consanguinity and affinity; grounds for nullity; the distinction between void and voidable marriages; polygamous marriages; (b) the effect of marriage on property rights: common law, equity and statute; title to and possessory rights in property; liability in contract and tort; maintenance and consortium; rights and liabilities of spouses in relation to third parties; the powers of the superior courts concerning financial provision for spouses and children, during marriage and on divorce; the types of orders available, including maintenance pending suit, periodical payments, lump sum orders, property orders, orders relating to settlements and the duration and variation of these orders; matrimonial proceedings in the magistrates' courts; (c) parent and child: the relation of parent and child, including legitimacy and legitimisation; custody, adoption, wardship and guardianship; the rights and obligations in respect of illegitimate children; the intervention of courts and of local authorities under the Children and Young Persons Acts, the Children Acts and the Child Care Act, 1980; (d) separation: (i) by agreement; (ii) by court order; (e) dissolution of marriage: the nature of irretrievable breakdown as a ground of divorce and the defences to a divorce action.

## **LONDON UNIVERSITY REGISTRATION**

It is not necessary to be registered as an external student with London University to attend these courses though students who wish to take the LL.B. intermediate examinations in June 1990 will normally have to be registered by October 1989. For details of registration with London University see p. xxiii.

Early enrolment on these courses is essential as demand is likely to be high. The Department is enlarging the number of intermediate places available to try to accommodate the large number of applications.

*Please write in for details enclosing a stamped self-addressed envelope.*

## **498. LL.B. Degree Access Programme—Certificates in Legal Studies.**

This is a new course designed for students who do not hold formal university entrance qualifications, but who have the ability to follow a part-time course leading to the Certificate in Legal Studies as a preliminary step to taking the London LL.B. external degree programme.

The full course which will give exemption from the entrance requirements of the LL.B. external degree of London University is of two years duration.

Year I – Law I  
– Practice IA & B  
– Study Skills and Use of English

Year II – Law II  
– Practice 2A & B  
– Study Skills and Use of English

The Certificate in Legal Studies will be awarded at the end of Year I and students who then go on to complete Year II will be awarded the year II Certificate which will give exemption from the United Kingdom Institute of Legal Executives' Part I examinations.

**Students who complete the two year programme will be given guaranteed places on the London LL.B. Degree Programme operated by H.K.U.'s Extra-Mural Department. Students who wish to become legal executives may progress to the Part II programme of Institute of Legal Executives.** (See p. 148 ).

*Please write in for details enclosing a stamped self-addressed envelope.*

## **Professional Courses**

### **499. English Bar Finals Examinations Preparation Course**

This course is designed to prepare graduates in law for the English Bar Examinations. The course will involve tuition in the following compulsory areas:

General Paper I – Contract / Trusts  
General Paper II – Crime / Tort  
Evidence  
Civil and Criminal Procedure

Options in Family Law; Conflict of Laws; Revenue Law and E.E.C. Law will be offered subject to demand. Special classes on drafting skills will be arranged.

The course will be taught mainly by lecturers and practitioners invited from the United Kingdom and each subject area will have 12 hours tuition. Emphasis will be placed on drafting skills and examination techniques. The course will be taught in blocks from September–April depending upon staff availability.

Before being eligible to take the examinations a student must be a member of an Inn of Court, having satisfied the dining requirements and be the holder of a degree in law of lower second class or better (or other equivalent qualifications). Students who pass the bar examinations may take pupillage

in Hong Kong and practise thereafter, though it is not possible to practise in the United Kingdom without satisfying special requirements laid down by the Council of Legal Education.

This course will be particularly attractive to those graduates in law who wish to obtain a professional qualification by part-time study.

**Total Course Fee: \$8,900**

*The enrolment deadline for this course is October 1, 1989. Please write in for details enclosing a stamped self-addressed envelope.*

## **INSTITUTE OF LEGAL EXECUTIVES CERTIFICATE COURSES**

### **Introduction**

The qualification of Legal Executive is one which is highly respected worldwide and which carries substantial professional status. The programme leading to this qualification is certificated by the Institute of Legal Executives, who in conjunction with the University of Hong Kong, are offering a **distance learning programme**, backed by seminars and lectures, to prepare students for the examinations of the Institute.

The Part I Certificate is a two year programme consisting of papers in Law and Legal Practice:

Year I – see Law 'Access' Programme (Course No. **498**)

Year II – Law (Course No. **500**)

Practice 2A and B (Course No. **501**)

### **Part II Certificate**

Year I – Contract (Course No. **502**)

Tort (Course No. **503**)

Year II – Criminal Law (Course No. **504**)

Civil Litigation (Course No. **505**)

The courses are designed for persons wishing to seek formal training in law and legal practice for future career development. It will be of particular use to students who wish to understand the basic principles of English Law and Practice.

### **Course Format**

The programmes will be offered as part of a **distance learning programme** supported by face to face teaching. The learning materials are prepared by ILEX Tutorial Services and are widely used in the U.K. for

students interested in learning law or preparing to sit for the Institute of Legal Executives' Examinations and those set by other Examining Boards including the English Law Society and the University of London. There are written assignments for each unit of the course which will be marked and returned by the subject tutor.

*Please write in for details enclosing a stamped self-addressed envelope.*

## **Law for Laymen**

### **506. 市民與法律 (Law & the Citizen)**

主講人：徐福亮先生

地點：香港大學校外課程部市區中心21室（信德中心西翼九樓）

時間：一九八九年九月十九日起每星期二下午六時十五分至七時四十五分

全期學費：二百八十元（共十講）

本課程旨在引起市民對法律之興趣與認識。主要內容包括：本港法庭的司法程序，律師和法庭種類；政府的法律援助；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；道路交通法例；勞工和僱傭法例。合約的種類、成立和實行。

### **507. 香港地產物業法例 (Real Property Law in Hong Kong)**

主講人：莊重慶先生

地點：香港大學校外課程部市區中心17室（信德中心西翼九樓）

時間：一九八九年九月二十六日起每星期二下午八時至九時三十分

全期學費：二百八十元（共十講）

本課程旨在對地產界及相關行業之人士，介紹香港地產交易及物業發展各方面之法律知識。內容包括港九新界土地業權之特徵，官地契約條款，樓宇交易之手續，買賣合約之內容及違約之後果，按揭類別，物業交易之法律文件例如轉讓契、授權書、信託聲明書等基本認識，地產發展有關之法律問題，例如收地賠償、城市設計、租務管制、樓花買賣等。

# **Librarianship**

*Staff Tutor: L. H. Rebecca Chiu, Telephone 5-8592786*

## **516. Certificate Course for Library Assistants.**

*Mondays & Thursdays, 6.15-7.45 p.m., starting September 21, 1989.  
Room 237, University Main Building.*

**Fee: \$2,000**

*Tutors: Miss L. B. Kan, B.Sc. (H.K.), M.A., M.L.S. (Calif.), Ph.D. (H.K.),  
A.L.A.A., M.I.Inf.Sc. Librarian, University of  
Hong Kong.*

*Miss Chan, Julia L. Y., B.A. (Manit.), M.L.S. (W.Ont.), Assistant  
Librarian, University of Hong Kong.*

*Cheng Po-ying, B.A. (H.K.), M.L.S. (Rutgers), Assistant Librarian,  
University of Hong Kong.*

*Chu, P. S. Y., B.A. (Calif. State), M.L.S. (Hawaii), Assistant  
Librarian, Chinese University of Hong Kong.*

*Chu, W. H., B.A. (H.K.), A.L.A.A., Librarian, Urban Council Public  
Libraries.*

*Miss Ho, Winifred K. S., B.S.Sc. (C.U.H.K.), M.L.S. (U.B.C.),  
Senior Assistant Librarian, Hong Kong  
Polytechnic Library.*

*Kwong, C. H., A.L.A., M.B.I.M., Librarian, Education Department.*

*Lam, John C. S., B.A. (H.K.), M.L.S. (Hawaii), Associate  
Librarian, Hong Kong Polytechnic Library.*

*Lee, C. F., M.A. (H.K.), M.L.S. (Columbia), Senior Sub-Librarian,  
University of Hong Kong.*

*Tse Woon-tin, A.L.A., M.I.Inf.Sc., M.B.I.M., Librarian, Regional  
Services Department.*

*Wong Chiu-chung, B.A., M.Phil. (H.K.), A.L.A., A.L.A.A.,  
M.I.Inf.Sc. Assistant Librarian, Chinese  
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: 16

Part 3: Children's & School Libraries

No. of Meetings: 8

Part 4: Practical Work & Visits to Libraries

Time: April 10, 11, 12, 17, 18 & 19

(9 a.m.-12 noon; 2-5 p.m.)

April 28 & May 12 (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 or equivalent.

Enrolment is limited to 32 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 4, 1989.*

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 9 & 23, 1990.*

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

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

**Fee Refund:** on being accepted for this course, teachers in secondary schools will be sent a half fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools. (Places limited to 25.)

## **Diploma in Librarianship Course**

The aim of this three-year course is to provide a qualification in librarianship. It will lead to a Diploma in Librarianship granted by the Hong Kong Library Association. The course runs over three academic years. Students will receive instruction in the following subjects: Information Studies; Function and Management of Libraries; Cataloguing and Classification (Western); Bibliography and Reference; Cataloguing and Classification (Oriental, mainly Chinese); and Computer Applications to Libraries.

Candidates will be awarded a Diploma in Librarianship provided that they complete all the course assignments, submit a satisfactory paper of 7,000–10,000 words on a special project and pass all the examinations.

A candidate for admission must possess either a Bachelor's degree of a recognized university or a qualification acceptable to the Board of Studies. In exceptional cases, consideration for admission will be given to candidates without the above qualifications. Preference will be given to those sponsored by their employers. *The closing date for application is October 31, 1989. Further details are available on request.*

### **報名從速**

報名人數是本部得悉外界對本部課程的反應的唯一途徑。報名人數不足，可能導致有關課程延期舉行甚至被迫取消。敬希有志修讀本部課程者從速報名。

# **Management Studies**

*Staff Tutor: T. W. Casey, Telephone 5-8592785*

## **521. An Introduction to Business Management.**

*Vincent Ng, B.S., M.B.A., M.S., D.B.A., Ph.D. (Calif.). Wednesdays, 6.00-7.30 p.m., starting September 20, 1989. Room 22, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings. Fee: \$290*

Managing a modern business enterprise is an activity for which relatively few of those who become involved in it have had proper training. The functions of the managerial process and prevailing motivation theories will be examined, together with the design of structures necessary to accomplish organizational objectives, and the development of managerial thought in its historical context. Particular attention will be paid to an analysis of the three major functional disciplines—manufacture, finance and marketing. This course has been specially designed for junior executives, or those about to enter the management field, who wish to broaden their knowledge of modern management techniques.

## **522. Management Principles and Policy.**

*Benjamin Fung, B.Comm. (Concordia), Grad.Dip.Mgt. (McGill), A.C.I.S., Dip.M., M.Inst.M., M.H.K.I.M., M.B.I.M. Tuesdays, 7.45-9.15 p.m., starting September 19, 1989. Room 12, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 14 meetings. Fee: \$380*

The objective of the course is to introduce participants to an understanding of the wider responsibilities of management as a preparation for the holding of senior management posts. Topics to be discussed comprise definitions of management; the identification of management functions and responsibilities; management levels and managerial skills; the formulation and execution of policy; the setting of objectives; the exercise of delegation; authority and responsibility; the structure and theories of organization; forms of organization for general and functional management; problem solving and decision making; leadership styles and direction; management by objectives and performance appraisal; motivation and incentives; training needs and design; management development programmes; time management; organizational careers; individual development and career strategies.

### **523. Organisation and Management Principles.**

Denis W. C. Ng, M.B.A. (Northeast Louisiana). *Tuesdays, 7.45–9.15 p.m., starting September 19, 1989. Room 11, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings.*

**Fee: \$290**

The management of organizations is embraced by many of the ideas which have been developed in the field of organizational behaviour. The development of management thought in this respect, and its link with the practice of management will be examined in this course, which is designed for juniorsupervisors and managers. Basic managerial functions will be analyzed, including planning, control, directing, staffing, organizing and communicating. The effect on managerial practice of other aspects will also be considered, including individual motivation, the phenomenon of power and leadership, group dynamics, decision-making, the management of change and conflict, and the interaction of organizations with their environments.

### **524. Starting a Small Business in North America.**

Philip C. L. Lok, M.Sc., M.B.A. (C.U.H.K.). *Saturdays, 2.00–3.30 p.m., starting September 23, 1989. Room 24, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 8 meetings.*

**Fee: \$200**

The business climate in North America is most conducive to the establishment of small business. However, success is in no way guaranteed, especially if the parties investing do not understand the market place and their target customers. The application of well-formulated marketing concepts will do a great deal to help entrepreneurs to see what product or service is needed in society, how to distribute it, the price to be charged, and ways in which the customer will be made aware of the product or service. The course has been designed to help those who wish to establish a small business in America or Canada after settling down in these countries. Specialist areas will be covered by speakers with knowledge and experience in the field and students will be encouraged to develop a business development plan in terms of a project.

### **525. Developing Managerial Skills.**

Joseph K. N. Chan, B.A., Dip.Soc.Wk. (H.K.), M.I.P.M. *Tuesdays, 6.00–7.30 p.m., starting September 19, 1989. Room 12, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings.*

**Fee: \$290**

A Manager is expected to be competent in professional knowledge, technical skills and managerial skills. The first two of these areas are in large measure taken care of in educational institutions, leaving managerial skills to be learnt by direct experience for the vast proportion of managers.

This course has been developed to bridge the gap between the results of experience and the long formal courses in management training which are available to small numbers of managers. Designed for junior and middle level managers and supervisors, this course will review the management of people, work, and time, problem-solving, the development of creativity, staff development related to improving the quality of work, problems of communication and inter-personal skills, and self-development. The course will draw upon the experiences of those attending in examining the themes.

### **526. Organisation and Methods.**

*Samuel San, B.E. (N.S.W.). Saturdays, 4.00–5.30 p.m., starting September 23, 1989. Room 24, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings.*

**Fee: \$290**

The techniques of a sound Organization and Methods approach to the running of a business enterprise are being adopted by an increasing number of companies in the modern world. Designed for office, line and general managers, this course will cover the application of O. & M. techniques from basic fact finding, the analysis of bad procedures through to specialized techniques of an advanced nature. Specifically, the speaker will examine the problems of forms layout and design, the selection and usage of office machines, clerical aids, together with the supporting role of statistical techniques and of critical path analysis. Examples will be used to show the successful application of O. & M. techniques, taking into account the human implications of changes made.

### **527. Management Information and Decision-Support Systems.**

*Chow Man-chu, B.Sc. (New York), M.B.A. (Miami). Cert.Dip.A.F., M.Inst.A.M. Wednesdays, 8.00–9.30 p.m., starting October 18, 1989. Room 11, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings.*

**Fee: \$290**

The modern entrepreneur is faced with increasing complexity in the conduct of business. Management Information Systems and Decision Support Systems are disciplines that have been developed to improve the problem-solving and effective decision-making capabilities of managers involved in different functions and levels. In this course, the characteristics of effective information systems will be systematically analysed and illustrated by case studies as well as the process of developing MIS. Part of this course is relevant to the A.C.A. level 2 and I.A.M. examinations.

### **528. Analysis and Design of Systems for Business Management.**

Chow Man-chu, B.Sc. (New York), M.B.A. (Miami). Cert.Dip.A.F., M.Inst.A.M. Tuesdays, 6.00-7.30 p.m., starting October 17, 1989. Room 11, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F, 12 meetings.

**Fee: \$290**

The business analyst is concerned with the development and implementation of effective administrative procedures and information systems which are vital to performance in the operations of an organization. These systems will be analyzed in this course, together with the administrative components and features of their design and implementation, in such areas as corporate planning, marketing, production, finance, purchasing and personnel policy. Other techniques to be considered include the conducting of feasibility studies, forms design, costing and benefits analysis in the review of systems in the organization.

### **529. 處理工作困難及決策的系統方法**

**(Problem Solving and Decision Making)**

主講人：區啓昌先生

地點：香港大學校外課程部市區中心15室（信德中心西翼九樓）

時間：一九八九年九月二十二日起每星期五下午七時四十五分至九時十五分

全期學費：二百九十元（共十二講）

任何人在日常工作上難免遇問題及決策，但解決問題及制訂決策的方案可能多不勝數。本課程主要目的是向學員介紹一個有系統的問題分析法，利用啟發性及分析性的方法，從多個方案中選出一個最有效的方案。

### **530. An Introduction to Hotel Management.**

Yuen Fook-min, Constant, M.H.C.I.M.A., M.I.T.T., M.Inst.M., M.B.I.M Saturdays, 4.45-6.15 p.m., starting September 23, 1989. Room 103, University Main Building. 14 meetings.

**Fee: \$380**

This introductory course is offered to hotel frontline managers or supervisors who wish to have an overall understanding of the managerial aspects of hotel operation. Others who wish to acquire a basic knowledge of hotel management would also find it useful. The course will outline the process of operation and administration in various functional areas of a hotel, with focus on decision and control techniques. Functional areas to be covered: food and beverage; front office; sales and marketing; public relations; personnel and training; housekeeping and sanitation; accounting and control, purchasing, receiving and inventory control; security; and engineering.

### **531. Strategic Management.**

Mrs. M. W. K. Chan, B.Sc. (UMIST), M.B.A. (Bradford). *Tuesdays, 7.45–9.15 p.m., starting September 19, 1989. Room 20, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings.* **Fee: \$290**

Many organizations are facing strong challenges to their ability to survive and grow in the complicated business environment of today. In the face of these difficulties an increasing number of companies have adopted the Strategic Management approach. This course will address the problems of drawing up and implementing a strategic management policy. Aspects of the policy to be examined in detail include the establishment of objectives for the enterprise, the social responsibility of the firm, the internal analysis of the organization, environmental analysis, alternatives available, as well as the selection, implementation and evaluation of strategies. Certain cases have been selected to illustrate strategic management in practice.

### **532. Decision Analysis in Management.**

Gordon Tang, B.Sc. (Econ.), M.Sc. (Lond.). *Fridays, 6.00–7.30 p.m., starting September 22, 1989. Room 12, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings.* **Fee: \$290**

This is a practically oriented course designed for those who want to improve their skill of decision making. This course introduces the concept of decision making and the methodology of a quantitative approach with the emphasis on its application to decision making in the management practice. It provides a basis for an overall approach in problems solving. This course will also equip the students with the knowledge to analyse problems arising from more complex situations concerned with: utility theory, competitive environment, multi-objectives decision making. Techniques of capital investment decision making under uncertainty will also be introduced in this course.

### **533. An Introduction to Marketing Management.**

Y. K. Chan, B.B.A., M.B.A. (C.U.H.K.). *Tuesdays, 7.15–8.45 p.m., starting September 19, 1989. Room G3, James Hsioung Lee Science Building, University of Hong Kong. 12 meetings.* **Fee: \$290**

The Marketing concept is a recent development which made its formal appearance only in the last few decades. It has evolved from its early orientation in production into a stage where the consumers' and societal needs become major considerations in business decisions. Marketing is now a cornerstone discipline in most of the successful multinationals and its applications can be found in many of the large and mid-sized trading houses in Hong Kong. This course is aimed at providing a fundamental

knowledge of Marketing to those who wish to get a first knowledge on the subject and those who wish to pursue more advanced studies in a specialised area. This course will cover important issues of Marketing Management such as Marketing Systems and Processes, the Analysis of Marketing Opportunities, Marketing Planning and Strategies, and the development of the appropriate Marketing Mix.

#### **534. Consumer Behaviour and its Implications for Marketing Management.**

Stanley K. C. Wat, M.Sc. (Salford). *Saturdays, 2.00–3.30 p.m., starting September 23, 1989. Room 22, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings.*

**Fee: \$290**

The process by which the consumer goes about selecting a product is a subject of prime interest to Marketing Managers, since by understanding this activity they may more clearly set the priorities and form of their own managerial activity. This course will focus upon the way that information is received and processed at the level of the consumer, how it is acquired and perceived by the consumer, and the links between the retained information and the eventual purchasing decision. Particular attention will be paid to the implications of different types of consumer behaviour to marketing management. The course is designed primarily for executives involved in Marketing, but will also be suitable for a wider group of managers who are concerned with the implications of purchasing decisions. An active participation by the class will be encouraged.

#### **535. An Introduction to Product Management.**

Stanley K. C. Wat, M.Sc. (Salford). *Saturdays, 4.00–5.30 p.m., starting September 23, 1989. Room 13, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings.*

**Fee: \$290**

A successful marketing programme depends heavily on having an appropriate and effective system of product management in the organization. In this course the key elements to product management will be reviewed, ranging from strategies, the nature of decision-making, tactical considerations, and day-to-day operations. A number of important aspects of the marketing concept will be analyzed, including product life cycle and market share. Marketing examples from Hong Kong will be scrutinized where appropriate. The course has been designed for those who have just taken up a career or who intend to enter the field of marketing management.

### **536. Marketing and Product Management.**

Leung Fuk-hing, B.B.A. (C.U.H.K.). *Fridays, 7.45-9.15 p.m., starting September 22, 1989. Room 12, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 10 meetings.*

**Fee: \$240**

Marketing management is concerned with the selling of products at the appropriate price in the right place and backed up with a promotional policy. In practice, this aspect of management requires the linking of the internal and external environments of a business to ensure survival, growth, and profit over differing time scales. Marketing processes and systems will be analysed in this course, which is aimed at junior and supervisory personnel in product and marketing management. The opportunities and problems associated with Product Management will also be considered in its complementary role to Marketing, including new product development, product modification, rationalization and product life cycle.

### **537. 市場策略計劃 (Strategic Marketing Planning)**

主講人：李鎮源先生

地點：香港大學許愛周科學館 L G 2室

時間：一九八九年九月十九日起每星期二下午七時至八時三十分

全期學費：二百九十九元 (共十二講)

現代商業新趨向是把市場計劃溶合於一般商業策略之中，而仔細的分析更有助於解決市場學上之商業難題。本課程主旨旨在簡潔而有系統地介紹市場策略的計劃、執行和控制。學員可在課程中學習如何分析市場問題及利用有關市場學的知識去解決這些問題。課程內容包括市場調制四大要點（即產品、價格、推價、利潤）的設計，市場目標的確立、及環境變化對近代商業的影響。

### **538. Advertising: the Formulation of Ideas and Analysis of Strategy.**

Eppie Tam B.B.A., M.B.A. (Northeast Louisiana). *Saturdays, 4.00-5.30 p.m., starting September 23, 1989. Room 12, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings.*

**Fee: \$290**

The Advertising Industry is a powerful communication force in society and a vital aspect of an organization's marketing effort. Its purposes range from the selling of goods to services, images, and ideas by means of persuasion through various channels of information. This course is designed to explore advertising functions from three perspectives: the management-marketing relationship; the creative element in communications; and the standpoint of the consumer or user who ultimately purchase the product and who are

affected by advertising every day. The course is directed towards junior executives in the field or those whose responsibilities bring them into contact with the advertising function. Certain case studies will be used and an active class participation encouraged.

### **539. The Marketing of Industrial Products.**

*Tam Shu-wing, B.Soc.Sc. (C.U.H.K.), M.Sc. (Bath). Mondays, 6.00–7.30 p.m., starting September 18, 1989. Room 12, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings.* **Fee: \$290**

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 that 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.

### **540. 零售管理 (Retailing Management)**

主講人：曾淵滄博士

地點：香港大學校外課程部市區中心20室（信德中心西翼九樓）

時間：一九八九年九月二十三日起每星期六下午二時至三時三十分

全期費用：二百九十元 (共十二講)

本課程將為零售業之管理人員提供有關零售業操作的管理知識。課程內容包括零售業之操作過程中特別重視決策與控制的技術，基本課題有：營業地點選擇、存貨管理、促銷、定價、貨物處理、銷售術、會計與控制系統。

### **541. Personnel Management: Theory and Practice.**

*Terry Casey, B.A. (Nott), M.Phil. (H.K.), Ph.D. (Bath), F.B.I.M., Senior Staff Tutor in Extra-Mural Studies, University of Hong Kong. Wednesdays, 7.45–9.15 p.m., starting September 27, 1989. Room 22, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 10 meetings.* **Fee: \$250**

Modern Personnel Management is an integral part of the senior group in many organizations responsible for strategy formulation and policy decisions with special responsibility for the human implications of the organization's performance. The course, which is aimed at executives with

senior responsibilities in their concerns, will consider modern theory and practice in managerial activity generally and how the personnel specialist can play a role in its promotion. Specific personnel responsibilities will also be considered in their modern context: manpower planning, recruitment and selection, training and the development of personnel, appraisal, organizational design and development, salaries administration policies, and the promotion of incentives to work. Reference will be made to appropriate theoretical contributions from the field of organizational behaviour.

#### **542. Fundamentals of Organizational Behaviour.**

Eppie Tam, B.B.A., M.B.A. (Northeast Louisiana). *Saturdays, 2.00–3.30 p.m., starting September 23, 1989. Room 12, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings.* **Fee: \$290**

The major challenges thrown up by the field of Organizational Behaviour are the ways that organizations are designed for functioning and the ways that individuals and groups behave within this framework. We often do not have ready answers for why people and the organizations they work in are dysfunctional. The purpose of this course is to examine research-based and practical work carried out in the behaviour of people in organizations and the ways in which people and organizations may be brought together with a view to promoting organizational and managerial effectiveness. Case material and involvement by class participants will figure as a major feature of this course.

#### **543. 實用人事管理及勞資關係技巧 (Practical Personnel Management & Labour Relations Techniques)**

主講人：趙志光先生

地點：香港大學梁球琚樓 L G104室

時間：一九八九年九月十八日起每星期一下午六時三十分至八時

全期學費：二百九十九元 (共十二講)

本課程首先介紹人事管理之重要知識，如人力計劃、工作分析、薪工管理、考績評估、員工訓練及發展等。隨着本課程會作選擇地討論及研究下述一般人事管理人員工作上面對之問題及處理方法，如勞資關係與溝通、勞資協商、員工之投訴及紀律處理、僱傭契約及僱員手冊之編寫、勞資審裁處之訴訟及香港勞工法例等，並有模擬練習及個案研究。

本課程特別適合現職基層及中層人事管理人員或有意從事這行業的人士修讀。務求學員於完成課程後，可掌握從事人事管理工作之要點。

#### **544. 人事管理學**

**(Personnel Management and Office Administration)**

主 講 人：張紫荊碩士

地 點：香港大學校本部大樓103室

時 間：一九八九年九月二十三日起每星期六下午三時至四時三十分

全期學費：二百九十九元 (共十二講)

人事管理研究的範圍包括所有與企業管理方面有關人事的因素。人事政策實施的問題。如招募、挑選、就業、工作分析、員工訓練及發展、評估薪酬、員工福利、紀律、及員工關係等，將在討論範圍之內。

#### **545. 生產控制 (Production Control)**

主 講 人：曾淵滄博士

地 點：香港大學校外課程部市區中心20室(信德中心西翼九樓)

時 間：一九八九年九月二十三日起每星期六下午三時四十五分至五時十五分

全期學費：二百九十九元 (共十二講)

生產控制的目的主要是策劃及控制生產物料的流程、進入、過程及離開工廠而令公司產生最高利益以符合公司的目標。因此，生產控制必須有一套衡量系統以測定顧客的需求、生產能力、資金流動情況及人力等問題。因此，要做好生產控制的工作，就必須熟悉一些生產決策的計算方法以解決問題。基本課題包括：需求預測、需求視察調整、經濟生產量、存貨系統與控制、工作程序安排與分配。

#### **546. Canadian Culture: An Introduction.**

May Partridge, B.A., M.A. (Saskatchewan). Mondays, 7.45-9.15 p.m., starting October 2, 1989. Room 20, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 8 meetings. **Fee: \$180**

Canada promises to become one of the major trading partners of the Pacific Rim. An awareness of her culture, history and emerging identity is useful to anyone planning to work in a professional capacity within Canada on a short or long-term basis, or with Canadian nationals.

Topics include: land and geography; history and politics; literature and art; education and communications; lifestyles; identify questions. *Enrolment is limited to 30.*

# **Medical Laboratory Science**

*Staff Tutors:* Wilson W. S. Ng, *Telephone* 5-8592789  
Sarah S. C. Hui, *Telephone* 5-8592793  
Stephen W. N. Wu, *Telephone* 5-8592789  
Daniel H. S. Lee, *Telephone* 5-8592793

## **Certificate courses in Medical Laboratory Science**

The Department of Extra-Mural Studies offers a Higher Level course annually and an Ordinary level course every other year for, respectively, technicians and technicians-in-training already employed in medical laboratories. The next intake for the Higher course will be in September, 1989 and for the Ordinary-level course probably in January, 1991: in each case the closing dates for application will be some months earlier. Applicants must be sponsored by their employers. *Further details are available on request.*

## **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 deemed to have satisfied the minimum requirements for entrance to the University and be eligible for admission to read for a first degree except in the Faculty of Medicine. Applicants should apply to the Registrar for assessment of their qualifications by October preceding the academic year in which admission is sought”.

# Music

*Staff Tutors:* Owen H. H. Wong, *Telephone* 5-8592788  
Koon-ki T. Ho, *Telephone* 5-8592792

## **551. Certificate Course in Piano Performance Pedagogy.**

*Mondays & Thursdays, 9.30 a.m.-12 noon, starting October 2, 1989.  
Room 10, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F.*

*Director of Studies:*

Ms. Siglind Bruhn, B.Mus. (Stuttgart), M.A. (Munich), Ph.D. (Vienna),  
formerly Director of Pianists' Academy Ansbach.

*Teaching Staff:*

Ms. Siglind Bruhn, B.Mus. (Stuttgart), M.A. (Munich), Ph.D. (Vienna).  
Ms. Anne E. Boyd, B.A. (Sydney), D.Phil. (York), Reader in Music,  
University of Hong Kong.

This two-year Extra-Mural Certificate Course in Piano Performance Pedagogy attempts to meet Hong Kong's growing demand for advanced level piano pedagogues. The course is scheduled to provide the participants with a widely scoped knowledge of all musical epochs and styles as well as of all representative musical genres relevant to piano literature. It aims above all at elaborating valid criteria for the choice of stylistically adequate interpretational means, and also at raising consciousness for the interpretational relevance of form, harmony, texture, etc. As an equally important topic, the course will discuss the main aspects of modern piano education.

The course is designed for piano teachers, performing pianists, undergraduates and graduates with music as one of their degree courses, and music lovers with comparable knowledge of music and skill at the instrument.

*Curriculum:*

1. Works of Bach;
2. Creative Piano Initiation;
3. Mozart and Haydn;
4. Teaching Mozart and Haydn;
5. Lyrical Works of the Romantic Epoch;
6. Piano Methods;
7. Works by the "Early Moderns";
8. Teaching Post-Romantic Music;

9. Works of Beethoven;
10. Teaching Classical Sonatinas;
11. Bach Suites;
12. Teaching Bach;
13. Impressionism and Expressionism;
14. Pedagogic Psychology and Psychology of Learning;
15. Dramatic and Epic Works from the Romantic Epoch; &
16. Technical Studies in Progressive Piano Education.

*Admission requirements:*

Either University or conservatory graduates who took music as a major part of their degree or diploma course;

or In-service piano teachers with a minimum of three years experience;

or Holders of Grade VIII Certificate (theory and practical) of the Associated Board of the Royal School of Music, the Trinity College of Music, or music academies of similar standing;

or In exceptional cases, candidates who do not have the qualifications listed above will be considered for admission if they possess the necessary knowledge of music and skill at the instrument. (These candidates may be asked to attend an interview.)

*Enrolment is limited to 25 students.*

*Award of certificate:* Students will be awarded a Certificate provided

1. they pass the examinations of each semester;
2. they attend at least 80% of the meetings scheduled; &
3. they complete all the course assignments.

*Closing date for application:* Friday, September 8, 1989.

Special application forms should be accompanied by copies of relevant certificates and diploma and a crossed cheque for HK\$2,150 in favour of the University of Hong Kong and should reach Dr. Owen H. H. Wong, Senior Staff Tutor, Department of Extra-Mural Studies, University of Hong Kong not later than Friday, September 8, 1989.

*Course Fee:* **\$2,150 per year of 160 lecture hours.**

*Text Books:* Scores used in the course should be "Urtext" editions, preferably those published by Henle.

### **552. Works of Bach.**

Ms. Siglind Bruhn, B.Mus. (Stuttgart), M.A. (Munich), Ph.D. (Vienna), formerly Director of Pianists' Academy Ansbach. *Mondays, 9.30 a.m.–12 noon, starting October 2, 1989. Room 10, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings.*

**Fee: \$390**

The emphasis of this course will be placed on an in-depth analysis, combined with a stylistic discussion and a development of interpretational criteria, for 8 fugues + 24 preludes from Bach's Well-Tempered Clavier, Vol. I; the aim is to provide the participants with a secure knowledge about articulation, phrasing ornamentation and dynamics in Baroque Polyphonic Music, and to help them see the relation to the historical and socio-cultural background of this epoch.

*Scores required:* J. S. Bach, Well-Tempered Clavier, Vol. I (Henle Urtext edition).

### **553. Mozart and Haydn.**

Ms. Siglind Bruhn, B.Mus. (Stuttgart), M.A. (Munich), Ph.D. (Vienna), formerly Director of Pianists' Academy Ansbach. *Thursdays, 9.30 a.m.–12 noon, starting October 5, 1989. Room 10, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings.*

**Fee: \$390**

This course aims at providing profound knowledge about the performance practice in Classical music, the origins of which will be explained in their development from the four pre-Classical schools. Technical implications of the style such as touch colouring, arm weight techniques etc., will also be discussed and supported by style-oriented exercises. The emphasis will be laid on applying the acquired knowledge to performance practice and analysis in 9 piano sonatas.

*Scores required:* Mozart, Piano Sonatas, Vols. I & II (Henle Urtext), Haydn, Piano Sonatas, (Selection), Vols. I & II (Henle Urtext).

### **554. Research Seminar—Piano Performance Pedagogy.**

Ms. Siglind Bruhn, B.Mus. (Stuttgart), M.A. (Munich), Ph.D. (Vienna), formerly Director of Pianists' Academy Ansbach. *Thursdays, 12.15–1.45 p.m., starting October 12, 1989. Room 10, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 30 meetings.*

**Fee: \$900**

The course attempts to give an introduction into research work in three areas:

- a) Performance Practice in Piano Sonatas from 1760–1860

In this part, students will do some thorough research into the development of notation from the early Classical period to Schumann and Brahms.

b) Music Analysis in Compositions from 1860 onwards

Participants will investigate a systematic approach (including some hermeneutic tasks) to analyzing late Romantic and modern music.

c) Question + Answer Concepts for Creative Repertoire Teaching.

Participants should have completed at least one year of the Course in Piano Performance Pedagogy. *Enrolment is limited to 25 students.*

### **555. Music and Dance Styles.**

Ms. Daryl Ries, B.S. (New York), Director, Dancescope. *Wednesdays, 8.15-9.45 p.m., starting October 4, 1989. Redgrave Room, 16/F., Hong Kong Arts Centre. 12 meetings.*

**Fee: \$410**

A workshop that accents the fun of dancing to upbeat music with an emphasis on movement ease and individual style. Dances are covered from the classics to the new-wava style, including the Waltz, Rhumba, Tango, Cha Cha, Charleston, Hustle, and free style. In addition, there are creative suggestions for freeing the body, releasing tension and relaxing through movement so that the participant can experience the joy of movement. . . . No previous dance experience is necessary. Dance or gym wear with soft-rubber sole shoes advisable.

In this course the inherent characteristics of each dance are explored through its music and rhythms. And a wide variety of music employed to accompany the spectrum of styles. *Enrolment is limited to 20.*

### **556. Combined Classical Ballet and Modern Dance Workshop.**

Ms. Daryl Ries, B.S. (New York), Director, Dancescope. *Saturdays, 2.00-4.00 p.m., starting October 7, 1989. Redgrave Room, 16/F., Hong Kong Arts Centre. 10 meetings.*

**Fee: \$410**

Students learn the fundamentals of basic ballet and modern dance technique: the exploration, analysis and practice of action in time, space and dynamics; realizing and performing these basic elements of dance with discipline and vitality: toning, alignment and coordination: the focusing of flexibility and strength: developing movement ease, sensitivity and expression: and the expansion of an articulate and expressive basic movement vocabulary. *Enrolment is limited to 20.*

英國皇家音樂學院鋼琴考試講座  
(Associated Board of the Royal School of Music - Piano Examinations)

主 旨：專為鋼琴教師及參與考試人仕而設

內 容：1990年考試樂曲

第一至八級的考試準備

主 講：何司能博士，D. Mus. (Durham), F.F.C.L.,

－1989年英國皇家音樂學院駐港考官

－英國京士頓職業大學音樂學院院長

地 點：香港大學校外課程部市區中心21室（信德中心西翼九樓）

時 間：

**557.** (第八級) 一 一九八九年九月十一日 (星期一) 下午六時至十時

學費：三百元

**558.** (第一至五級) 一 一九八九年九月十三日 (星期三) 下午七時至十時

學費：二百元

**559.** (第六至七級) 一 一九八九年九月廿一日 (星期四) 下午七時至十時

學費：二百元

**560. 古典音樂的認識與欣賞 (Understanding Classical Music)**

主 講 人：丘放淮先生，B.A. (Seward, Nebraska)

地 點：香港大學梁錦琚樓 LG102 室

時 間：一九八九年十月三日起每星期二下午八時至九時卅分

全期學費：二百一十元 (共十二講)。

在香港，音響器材、唱片和錄音帶頗受大眾歡迎。再加上各種音樂會，欣賞西歐古典音樂成為許多人的愛好。對於那些初入門的人士，覺得古典音樂過於抽象，難以理解。本課程旨在為這些音樂愛好者，中、小學教師及有意參加各種音樂考試人士提供一些欣賞古典音樂的基本常識。

在十二講裏，將涉及歐洲古典音樂發展概況，即從萌芽時期到現代音樂的演進；各樂派之源流、風格及影響；傑出作家之代表作品；曲式與樂曲；各種樂器之音色及性能；管弦樂隊之組合等。俾使音樂愛好者在課程結束後，對古典音樂有着一定程度的認識和欣賞能力。講授將輔以圖片、唱片及錄音帶。

## 561. 西洋音樂史：從浪漫派到現代樂派 (History of Western Music: From Romanticism to Modernism)

主講人：丘放淮先生，B.A. (Seward, Nebraska)

地點：香港大學梁錦琚樓 LG102 室

時間：一九八九年十月三日起每星期二下午六時十五分至七時四十五分

全期學費：二百一十元 (共十二講)

從1800年到現在，可分為兩個風格截然不同的樂派（即Romantic Period和20th Century Music）。浪漫派在十九世紀初葉開始孕育萌芽，到中葉形成一股巨大的洪流，以雷霆萬鈞之勢，衝擊整個歐洲大陸。迄今為止，仍是音樂史上最輝煌的時代。到二十世紀初，音樂史開始了一場大革命，從熱情奔放的浪漫派進入了抽象及不協調和聲的現代樂派。

本課程將討論這個時代的時代背景，樂器之組合，及欣賞各傑出作曲家之代表作品。講授將輔以唱片，錄音帶及圖片。

## 562. 梅蘭芳的京劇唱腔藝術 (Peking Opera—Mei Lan-fang Style)

主講人：包幼蝶先生（國內京劇名家）

地點：香港大學校外課程部市區中心10室（信德中心西翼九樓）

時間：一九九〇年一月五日起每星期五下午七時四十分至九時四十分

全期學費：三百二十五元 (共八講)

梅蘭芳是近代中國京劇界的奇才，其唱腔方面，剛中有柔，柔中帶剛，乾脆俐落，大方自然，行腔換氣，不落痕跡，因此梅派藝術，將會流傳萬代，講者在國內素有「上海梅蘭芳」之稱號，曾與各名家合演過不少京劇，家傳戶曉，並自創一套科學之音符，簡易明瞭，便於學習與記誦，進而掌握梅派韻味。

本期講授劇目：穆桂英掛帥（免費供應包先生自編有科學符號連唸白之唱譜及自拉自唱自唸之錄音帶）。

本課程限收十二人，以小組方式個別指導。並特別着重發音、練嗓、偷氣、歇氣、放氣、咬字、吐字等各種訓練。

## 563. 中國民歌 (Chinese Folk Songs)

主講人：郁慶五先生，（前北京中央樂團獨唱組長）

地點：香港大學校外課程部市區中心10室（信德中心西翼九樓）

時間：一九八九年十月二日起每星期一下午五時四十分至六時五十五分

全期學費：二百一十元 (共十四講)

中國幅員廣大，有近三十個省和自治區等，五十多個民族，故民族語言和地方方言繁複，因此民歌特別豐富多彩。

本課程將每課選唱各省或地區之民歌一首，講解該地之民族簡況和風土人情，民歌特點，輔以錄音帶欣賞，並講授歌曲讀譜及歌唱發聲法常識，每個學員均有機會被個別指導和個人之聲音鑑別。(限收二十五人)。

#### **564. 民族聲樂的演唱技巧 (Folk Vocal Singing Techniques)**

主講人：董華強先生，B.A. (Wu Han)

地點：香港大學校外課程部市區中心10室 (信德中心西翼九樓)

時間：一九九〇年一月三日起每星期三下午六時十五分至七時四十五分

全期學費：一百三十五元 (共七講)

以自編的民族聲樂教材進行教學，包括帶字的練聲曲和中國民歌。

民族聲樂的演唱技巧，其中之精華乃是腔與腔格，出字重、行腔柔的特點，圓潤甜脆水的特色。以柔帶剛的本嚙(真聲)和二嚙(假聲)相結合的演唱方法。悽楚悲切的唱腔特點，原始聲腔的自然美的特點，山歌的粗野氣質，高腔襯詞的綾條美和悠遠的陰暗之感，民歌中的滑音、回音、甩腔之美。少數民族民歌中的原始氣質的純樸之美，民間曲藝中漁鼓、道情的說唱風格等等。(限收十八人)。

#### **565. 聲樂初階 (Introduction to Vocal Singing)**

主講人：麥志成先生，F.T.C.L., A.R.C.M., C.S.S.(S. Cecilia)

地點：香港大學校外課程部市區中心10室 (信德中心西翼九樓)

時間：一九八九年九月廿八日起每星期四下午五時四十五分至七時

全期學費：二百五十元 (共十六講)

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。(限收二十六人)。

#### **566. 中級聲樂 (Intermediate Vocal Singing)**

主講人：麥志成先生，F.T.C.L., A.R.C.M., C.S.S. (S. Cecilia)

地點：香港大學校外課程部市區中心10室 (信德中心西翼九樓)

時 間：一九八九年九月廿八日起每星期四下午七時十分至八時廿五分  
全期學費：二百一十元 (共十講)

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，參加者最宜先選修本部之「聲樂初階」，初級班學員須於上課前十天報名，始獲優先考慮機會。(限收十八人)。

### 567. 高級聲樂 (Vocal Singing: Advanced Level)

主講人：麥志成先生，F.T.C.L., A.R.C.M., C.S.S.(S.Cecilia)  
地點：香港太學校外課程部市區中心10室（信德中心西翼九樓）  
時間：一九八九年十二月七日起每星期四下午七時十分至八時廿五分  
全期學費：二百一十元 (共七講)

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。曾選修本部之中級聲樂者將優先取錄，但須於上課前十四天報名。(限收十四人)。

### 568. 中級音樂理論 (Intermediate Music Theory)

主講人：丘放淮先生，B.A. (Seward, Nebraska)  
地點：香港太古城地利亞修女紀念中學506室（小學部英皇道入口）  
時間：一九八九年十月十一日起每星期三下午六時三十分至八時  
全期學費：二百二十五元 (共十二講)

學會認識簡譜和五線譜，對喜愛音樂的人們是一項有意義的樂趣。本課程包括學會數拍子，算音程，認調性，區別大調和小調，弄清楚基本音樂術語，記號。本課程將引導學員初步領略和聲，複調，曲式，配器各科的概念。本期將加強其他樂理的進修。

### 569. 視唱練習 (Solfeggi and Aural Training)

主講人：丘放淮先生，B.A. (Seward, Nebraska)  
地點：香港太古城地利亞修女紀念中學506室（小學部英皇道入口）  
時間：一九八九年十月十一日起每星期三下午八時至九時三十分

全期學費：二百二十五元 (共十二講)

音樂的聽覺是可以訓練的。音準、音調、拍子、音程、節奏、和絃都可以經過學習，提高聽辨能力。視唱兼用固定唱名法和首調唱名法，着重音準、節奏，並培養音樂感。

### 570. 當代舞蹈與旋律運作

(Modern Dance & Rhythmic Movement)

主講人：洪漢寶先生（漢韶舞蹈團藝術總監及編舞）

地點：香港港灣道4號香港中華基督教青年會2字樓香港會所404室

時間：一九八九年十月七日起每星期六下午二時至四時

全期學費：三百四十五元 (共十講)

身體語言是人類最古老的一種溝通方式，而舞蹈可提供人的感覺和情緒的刺激機會，把人許多潛意識的情感提昇到個人能夠知覺或意識的層面上。在許多舞蹈種類當中，當代舞就有這種作用，能令人隨意地表達出他對事物的情感。但當代舞非散漫式的，而是經過動作整合化組織的一種旋律運作而形成。

本課程採用現代舞基本技巧作漸進的練習，進而以各種動作組合，即興的旋律動作解釋加強培養學員對舞蹈動作特質的感應及表現能力。(限收二十人)。

### 571. 默劇基礎訓練 (Mime Workshop)

主講人：鄭碧儀女士，B.A. (C.U.H.K.), Diploma, L'ecole Jacques Lecoq du Mime, Mouvement et Théâtre (Paris)

地點：香港大學校外課程部市區中心16室 (信德中心西翼九樓)

時間：一九八九年十月十日起每星期二下午六時卅分至八時

全期學費：三百元 (共十講)

默劇是以身體語言作為表演媒介的藝術，所以無論是弱聽或健聽人士，都能藉此發揮他們的藝術天份，並同時在其中得到樂趣。

課程本着傷健一家親的精神而設計，適合弱聽及健聽人士一起進修。課程內容包括簡介默劇歷史、身體基本訓練、介紹啞劇技巧、默劇基本技巧訓練、形體動作分析以及即興演出。學習重點在於發展學員的舞台觸角以及在演出時對時空的掌握。學員上課需穿運動衫褲或緊身舞衣。

本課程由香港展能藝術會贊助，凡弱聽學員，均可向展能藝術會申請部份或全部學費資助。申請表格將於開課後派發，學員亦可逕向香港展能藝術會查詢，電話5-8176277。(限收二十人)。

# Oriental Languages

*Staff Tutor: Owen H. H. Wong, Telephone 5-8592788*

*Courses advertised in English or Chinese will be taught through the same medium.*

## Mandarin

### Intensive Introductory Mandarin

This is an experimental course for non-Chinese speaking people who wish to learn to speak Mandarin in a relatively short period of time. The emphasis will be on the more practical aspects of the language, stressing daily usages. Participants should be prepared to engage in drilling sessions which can be demanding.

**576.** Mrs. Wong Leong Yuk-lan, B.A. (Peking Normal). *Mondays and Thursdays, 8.15-9.30 a.m., starting October 2, 1989. Room 28, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 36 meetings.* **Fee: \$1,100**

**577.** Ms. Jenny Sze, B.A. (Tientsin). *Tuesdays, 7.15-9.30 p.m., starting September 26, 1989. Room G1, James Hsioung Lee Science Building, University of Hong Kong. 20 meetings.* **Fee: \$1,100**

**578.** Mrs. Wong Leong Yuk-lan, B.A. (Peking Normal) and Ms. Tung Chun-Kay, B.A. (Tientsin Normal). *Fridays, 7.15-9.30 p.m., starting September 29, 1989. Room G1, James Hsioung Lee Science Building, University of Hong Kong. 20 meetings.* **Fee: \$1,100**

**579.** Joseph Kung, B.A. (New York). *Mondays and Wednesdays, 6.00-7.30 p.m., starting October 11, 1989. Room 29, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 30 meetings.* **Fee: \$1,100**

*Enrolment: limited to 20 per course.*

*Textbook: Sarah Tsou: Teach Yourself Living Mandarin (with tapes) (Longman) (Available at leading Book Stores)*

### 580. Mandarin for Business Conversation.

*Mrs. Sarah Tsou, M.A. (San Diego State). Fridays, 5.20-7.30 p.m., starting September 29, 1989. Room 29, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 20 meetings.* **Fee: \$1,100**

This course is designed for non-Chinese speaking people who have no background in Mandarin and yet wish to advance to a conversational level in a relatively short period of time. The emphasis will be on business-related vocabulary, daily expressions and the more practical aspects of the language. *Enrolment is limited to 20.*

*Textbook:* Sarah Tsou: Teach Yourself Living Mandarin (with tapes) (Longman) (Available at leading Book Stores)

### **Intermediate Mandarin**

This course is intended for students who have completed Introductory Mandarin or who can prove that they have done 50 hours of Mandarin in the past. Some idiomatic expressions will be introduced and students will be taught to read simple passages. Also, an effort will be made to give students practice in writing characters and in finding characters in Chinese dictionaries.

**581.** Ms. Jenny Sze, B.A. (Tientsin). *Wednesdays, 6.15–8.30 p.m., starting September 27, 1989. Room 206, Run Run Shaw Building, University of Hong Kong. 20 meetings.* **Fee: \$1,150**

**582.** Mrs. Wong Leong Yuk-lan, B.A. (Peking Normal). *Thursdays, 7.15–9.30 p.m., starting September 28, 1989. Room 206, Run Run Shaw Building, University of Hong Kong. 20 meetings.* **Fee: \$1,150**

*Textbook:* Sarah Tsou, Teach Yourself Living Mandarin (with tapes) (Longman) and supplementary. (Available at leading Book Stores)

### **Certificate Course in Mandarin**

Participation is limited to students who have completed Mandarin courses of at least one hundred hours duration in the past. The emphasis here will be on pronunciation and fluency, but students will also be introduced to written characters and should be able to read simple passages by the completion of the course. Students will be awarded an Extra Mural Certificate in Mandarin provided that they pass the final examination, and have attended at least 75% of the meetings.

**583.** Mrs. Wong Leong Yuk-lan, B.A. (Peking Normal). *Tuesdays, 9.30–11.45 a.m., starting October 10, 1989. Room 28, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 40 meetings.*

**584.** Mrs. Wong Leong Yuk-lan, B.A. (Peking Normal). *Tuesdays, 7.15–9.30 p.m., starting October 3, 1989. Room 206, Run Run Shaw Building, University of Hong Kong. 40 meetings.*

**Fee: \$2,350** (includes all teaching material and examination fee except textbook).

*Enrolment: limited to 12 per course.*

## **Cantonese**

### **585. Introductory Cantonese for Business Conversation.**

Geoffrey M. B. Wu, B.A. (C.U.H.K.), M.A. (H.K.). *Tuesdays and Thursdays, 6.00–7.30 p.m., starting October 10, 1989. Room 29, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 33 meetings.* **Fee: \$1,100**

This course is designed for those who wish to learn Cantonese for the purpose of conducting business in Hong Kong. The emphasis will be on business-related vocabulary, but some attention will be paid to daily expressions and the more practical aspects of the language. *Enrolment is limited to 16.*

### ***Cantonese I***

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

*Enrolment: limited to 22 per course (to 16 for Course 586).*

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

### **586. Cantonese I for Executives.**

K. K. Chan, B.A. (C.U.H.K.), Language Instructor, University of Hong Kong. *Tuesdays and Fridays, 5.45–7.15 p.m., starting October 3, 1989. Room 18, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 33 meetings.*

**Fee: \$1,100**

### **587. Cantonese I.**

C. S. Hung, B.A. (Chi-nan), Language Instructor, University of Hong Kong. *Wednesdays and Fridays, 7.15–8.45 p.m., starting October 4, 1989. Room 101, Runme Shaw Building, University of Hong Kong. 33 meetings.*

**Fee: \$950**

### **588. Cantonese I.**

Mrs. Caroline Law, B.A. (U.C.). *Mondays and Thursdays, 2.00–3.30 p.m., starting October 12, 1989. Room 10, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 33 meetings.*

**Fee: \$950**

### **589. Cantonese I.**

Mrs. Caroline Law, B.A. (U.C.). *Thursdays, 6.15–8.45 p.m., starting September 28, 1989. Room 37, St. Mary's Canossian College, 162 Austin Road, Kowloon (Entrance at the junction of Kimberley Road and Austin Avenue). 20 meetings.*

**Fee: \$950**

### **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: limited to 12 per course.*

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

### **590. Cantonese II for Executives.**

K. K. Chan, B.A. (C.U.H.K.), Language Instructor, University of Hong Kong. *Wednesdays, 5.20–7.00 p.m., starting October 11, 1989. Room 16, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 18 meetings.*

**Fee: \$1,100**

### **591. Cantonese II.**

C. S. Hung, B.A. (Chi-nan), Language Instructor, University of Hong Kong. *Thursdays, 7.15–9.15 p.m., starting October 12, 1989. Room 105, James Hsiong Lee Science Building, University of Hong Kong. 15 meetings.*

**Fee: \$1,100**

### **592. Cantonese II.**

Mrs. Caroline Law, B.A. (U.C.). *Tuesdays and Fridays, 2.00–3.30 p.m., starting October 10, 1989. Room 10, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 20 meetings.*

**Fee: \$1,100**

### **593. Cantonese II.**

Mrs. Caroline Law, B.A. (U.C.). *Tuesdays, 6.15–8.15 p.m., starting October 10, 1989. Room 39, St. Mary's Canossian College, 162 Austin Road, Kowloon (Entrance at the junction of Kimberley Road and Austin Avenue). 15 meetings.*

**Fee: \$1,100**

*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.

*Textbook:* Parker Po-fei Huang and Gerard P. Kok, *Speak Cantonese* Book II (Yale University Press) (Available at Hong Kong Book Centre & Swindon Book Company).

#### **594. Cantonese III.**

C. S. Hung, B.A. (Chi-nan), Language Instructor, University of Hong Kong. *Tuesdays, 7.15–9.15 p.m., starting October 10, 1989. Room 106, James Hsioung Lee Science Building, University of Hong Kong. 15 meetings.*

**Fee: \$1,100**

### **Chinese Characters**

The study of Characters will include etymology of characters, vocabulary, and classical reference of idioms. Special effort will be made to give students practice in reading characters.

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 DeFrancis, *Beginning Chinese Reader, Part I* (Yale University Press).

#### **595. Chinese Characters I.**

Mrs. Caroline Law, B.A. (U.C.). *Fridays, 6.15–8.15 p.m., starting October 13, 1989. Room G4, James Hsioung Lee Science Building, University of Hong Kong. 15 meetings.*

**Fee: \$1,150**

#### **596. Chinese Characters I.**

Mrs. Caroline Law, B.A. (U.C.). *Wednesdays, 2.00–4.00 p.m., starting October 11, 1989. Room 18, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 15 meetings.*

**Fee: \$1,150**

## Japanese

### 597. Introductory Japanese.

Mrs. Carrie Kwan, B.A. (Monash). *Mondays, 6.15–8.30 p.m., starting September 18, 1989. Room G1, James Hsioung Lee Science Building, University of Hong Kong. 20 meetings.*

**Fee: \$1,150**

Mainly designed for non-Chinese speaking people who wish to acquire the basics of spoken Japanese in a relatively short period of time, this course, comprehensive and condensed in nature, aims at providing beginners with a firm foundation in colloquial Japanese and in basic grammar. Ample opportunity will be given for practising pronunciation and short sentence construction orally. *Enrolment is limited to 24.*

*Textbook: Japanese for Beginners (Gakken Co. Ltd.).*

### 598. Intermediate Japanese.

Mrs. Carrie Kwan, B.A. (Monash). *Tuesdays, 6.15–8.30 p.m., starting October 10, 1989. Room 122, University Main Building. 16 meetings.*

**Fee: \$1,250**

Mainly designed for non-Chinese speaking people who have learned Japanese for over 50 hours, this course provides further training in the Japanese language, with more emphasis on grammar, sentence construction and more complicated colloquial Japanese. *Enrolment is limited to 8.*

*Textbook: Japanese for Beginners and An Introduction to Modern Japanese (Japan Times) (Available at Hong Kong Book Centre).*

## 日語文憑班 (Certificate Course in Japanese)

宗旨：為符合香港環境所需，本部特開設一項日語文憑課程，給予從事工商、文教等各業人士一個進修日本語文的機會，通過一項有系統的訓練，得以了解另一種文化，從而提高他們的工作條件。

課程概括：本課程分為「基本日語」和「高級日語」兩階段，每階段為期一年。

「基本日語」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，更着重實用日語會話，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本報刊；「高級日語」着重較高程度之語言運用，文字寫作及閱讀：較艱深文句之分析，以期學員能充分操縱此種語文。

主講人：「基本日語」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，並曾在各大學校任教；「高級日語」由精通中國語文之日語講師主持，故在學習過程中，學員均不會在聽講時有語言上之困難。

入學資格：基本日語：年滿十八歲者皆可報名。

高級日語：本部「基本日語」結業學員可獲優先取錄；至於外界申請者，可作後補生，須附有關之學歷證件副本。

學 費：基本日語：全年九百三十五元

高級日語：全年九百六十五元

報名手續：填妥報名表，連同學費交回本部。本期開設「基本日語」三十六班，「高級日語」十四班，為提高被取錄機會，申請者須將其第二，第三及第四選擇之班別編號列明在表格上，至於被錄取之班別，請參閱收據上之課程編號。由於本部的報名程序已電腦化，學員一經被取錄後，不得轉班。

結業考試：基本日語：由各班導師個別安排。

高級日語：一九九〇年八月十日下午七時起在香港大學或校外課程部市區中心舉行。

結業文憑：本部只頒發日語文憑予「高級日語」結業學員，惟學員須符合下列三項條件：

- (1)在每階段之上課次數達到五分之四；
- (2)在學習過程中，充分完成所有習作；
- (3)必須考試及格。

課 本：基本日語：常用初級日語（香港大學校外課程部編），附錄音帶。  
(總經銷：香港中環域多利皇后街三聯書店，電話：5-250102-7及九龍彌敦道中華書局，電話：3-857238)  
高級日語：現代日語（中國圖書刊行社）。（總經銷：香港中環域多利皇后街三聯書店，電話：5-250102-7）

### 基本日語 (Basic Japanese)

599. 勞素琴小姐主講 (共四十講)

地 點：香港大學校本部大樓122室

時 間：一九八九年九月二十日起每星期三下午七時十五分至九時卅分

600. 張瑞麒先生主講 (共四十講)

地 點：香港大學校本部大樓122室

時 間：一九八九年九月廿一起每星期四下午七時十五分至九時卅分

**601.** 張民衍先生主講 (共七十二講)  
地 點：香港大學厲樹雄科學館101室  
時 間：一九八九年十月三日起每星期二及四下午六時十五分至七時卅分

**602.** 張民衍先生主講 (共七十二講)  
地 點：香港大學厲樹雄科學館101室  
時 間：一九八九年十月三日起每星期二及四下午七時四十五分至九時

**603.** 黃鳳屏小姐主講 (共四十講)  
地 點：香港大學厲樹雄科學館106室  
時 間：一九八九年九月廿一日起每星期四下午七時十五分至九時卅分

**604.** 李家寶小姐主講 (共四十講)  
地 點：香港大學梁錦琚樓L G 107室  
時 間：一九八九年九月十八日起每星期一下午七時十五分至九時卅分

**605.** 李明玉小姐主講 (共四十講)  
地 點：香港大學梁錦琚樓L G 107室  
時 間：一九八九年九月廿一日起每星期三下午七時十五分至九時卅分

**606.** 陳効贊先生（香港大學語言中心兼任導師）主講 (共四十講)  
講授語言：國語及粵語  
地 點：香港大學校外課程部市區中心16室（信德中心西翼九樓）  
時 間：一九八九年九月十八日起每星期一上午九時卅分至十一時四十五分

**607.** 陳効贊先生（香港大學語言中心兼任導師）主講 (共四十講)  
講授語言：國語及粵語  
地 點：香港大學校外課程部市區中心16室（信德中心西翼九樓）  
時 間：一九八九年九月廿一日起每星期四上午九時卅分至十一時四十五分

**608.** 陳効贊先生（香港大學語言中心兼任導師）主講 (共四十講)  
講授語言：國語及粵語  
地 點：香港大學校外課程部市區中心16室（信德中心西翼九樓）  
時 間：一九八九年九月二十二日起每星期五上午九時卅分至十一時四十五分

**609.** 李明玉小姐主講 (共七十二講)  
地 點：香港大學校外課程部市區中心18室（信德中心西翼九樓）

時 間：一九八九年十月三日起每星期二及五下午七時廿分至八時卅五分

**610.** 李明玉小姐主講 (共七十二講)

地 點：香港大學校外課程部市區中心18室（信德中心西翼九樓）

時 間：一九八九年十月三日起每星期二及五下午八時四十五分至十時

**611.** 李錦麗女士主講 (共四十講)

地 點：香港般含道聖保羅書院612室

時 間：一九八九年九月廿日起每星期三下午六時四十五分至九時

**612.** 鍾娜瑚小姐主講 (共四十講)

地 點：香港般含道聖保羅書院611室

時 間：一九八九年九月廿二日起每星期五下午六時四十五分至九時

**613.** 李明玉小姐主講 (共四十講)

地 點：香港般含道聖保羅書院612室

時 間：一九八九年九月十八日起每星期一下午六時四十五分至九時

**614.** 許伯強先生主講 (共四十講)

地 點：香港太古城地利亞修女紀念中學401室（小學部英皇道入口）

時 間：一九八九年九月廿一起每星期四下午六時四十五分至九時

**615.** 伍錦源先生主講 (共七十二講)

地 點：香港太古城地利亞修女紀念中學501室（小學部英皇道入口）

時 間：一九八九年十月二日起每星期一及三下午六時四十五分至八時

**616.** 伍錦源先生主講 (共七十二講)

地 點：香港太古城地利亞修女紀念中學501室（小學部英皇道入口）

時 間：一九八九年十月二日起每星期一及三下午八時零五分至九時廿分

**617.** 鄭熙先生主講 (共四十講)

地 點：香港太古城地利亞修女紀念中學501室（小學部英皇道入口）

時 間：一九八九年九月廿一起每星期四下午六時四十五分至九時

**618.** 鄭熙先生主講 (共四十講)

地 點：香港太古城地利亞修女紀念中學502室（小學部英皇道入口）

時 間：一九八九年九月十九日起每星期二下午六時四十五分至九時

**619.** 王美玲小姐主講 (共四十講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院23室 (金巴利道入口)  
時間：一九八九年九月十九日起每星期二下午六時十五分至八時卅分

**620.** 李寶能先生主講 (共四十講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院23室 (金巴利道入口)  
時間：一九八九年九月廿二日起每星期五下午六時卅分至八時四十五分

**621.** 鄭國權先生主講 (共四十講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院24室 (金巴利道入口)  
時間：一九八九年九月廿日起每星期三下午六時十五分至八時卅分

**622.** 周志樑先生主講 (共四十講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院25室 (金巴利道入口)  
時間：一九八九年九月十八日起每星期一下午六時十五分至八時卅分

**623.** 鄭熙先生主講 (共四十講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院25室 (金巴利道入口)  
時間：一九八九年九月廿日起每星期三下午六時卅分至八時四十五分

**625.** 許江懷小姐主講 (共四十講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院29室 (金巴利道入口)  
時間：一九八九年九月十八日起每星期一下午六時十五分至八時卅分

**626.** 山口純代小姐主講 (共四十講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院29室 (金巴利道入口)  
時間：一九八九年九月十九日起每星期二下午六時十五分至八時卅分

**627.** 周志樑先生主講 (共四十講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院29室 (金巴利道入口)  
時間：一九八九年九月廿二日起每星期五下午六時十五分至八時卅分

**628.** 譚林通先生主講 (共四十講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院37室 (金巴利道入口)  
時間：一九八九年十月二日起每星期一下午六時十五分至八時卅分

**629.** 徐兆強先生主講 (共四十講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院38室 (金巴利道入口)  
時間：一九八九年九月十九日起每星期二下午六時卅分至八時四十五分

**630.** 李小達先生主講 (共四十講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院38室 (金巴利道入口)  
時間：一九八九年九月廿日起每星期三下午六時十五分至八時卅分

**631.** 李小達先生主講 (共四十講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院38室 (金巴利道入口)  
時間：一九八九年九月廿一日起每星期四下午六時十五分至八時卅分

**632.** 黃鳳屏小姐主講 (共四十講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院38室 (金巴利道入口)  
時間：一九八九年九月廿二日起每星期五下午六時十五分至八時卅分

**633.** 山口純代小姐主講 (共四十講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院39室 (金巴利道入口)  
時間：一九八九年九月十八日起每星期一下午六時十五分至八時卅分

**634.** 許伯強先生主講 (共四十講)  
地點：香港太古城地利亞修女紀念中學401室 (小學部英皇道入口)  
時間：一九八九年九月廿二日起每星期五下午六時四十五分至九時

**635.** 繆小青小姐主講 (共四十講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院39室 (金巴利道入口)  
時間：一九八九年九月廿二日起每星期五下午六時卅分至八時四十五分

### 高級日語 (Advanced Japanese)

**636.** 鐘娜瑚小姐主講 (共四十講)  
地點：香港大學邵仁枚樓104室  
時間：一九八九年九月廿六日起每星期二下午六時卅分至八時四十五分

**637.** 陳文靄小姐主講 (共四十講)  
地點：香港大學屬樹雄科學館G1室  
時間：一九八九年九月廿八日起每星期四下午七時十五分至九時卅分

**638.** 守川邦明先生主講 (共四十講)  
講授語言：國語及日語  
地點：香港大學廣樹雄科學館106室  
時間：一九八九年九月廿九日起每星期五下午七時十五分至九時卅分

**639.** 日比野夕城女士主講 (共四十講)  
講授語言：日語  
地點：香港大學邵逸夫樓206室  
時間：一九八九年九月廿九日起每星期五下午六時十五分至八時卅分

**640.** 陳効贊先生（香港大學語言中心兼任導師）主講 (共四十講)  
講授語言：國語及日語  
地點：香港大學校外課程部市區中心16室（信德中心西翼九樓）  
時間：一九八九年九月廿六日起每星期二上午九時卅分至十一時四十五分

**641.** 山口純代小姐主講 (共四十講)  
講授語言：日語（輔以英語及粵語）  
地點：香港般咸道聖保羅書院611室  
時間：一九八九年九月廿七日起每星期三下午六時四十五分至九時

**642.** 守川邦明先生主講 (共四十講)  
講授語言：國語及日語  
地點：香港般咸道聖保羅書院612室  
時間：一九八九年九月廿六日起每星期二下午六時四十五分至九時

**643.** 伍錦源先生主講 (共四十講)  
地點：香港太古城地利亞修女紀念中學501室（小學部英皇道入口）  
時間：一九八九年九月廿六日起每星期二下午七時至九時十五分

**644.** 鄭熙先生主講 (共四十講)  
地點：香港太古城地利亞修女紀念中學501室（小學部英皇道入口）  
時間：一九八九年九月廿九日起每星期五下午六時四十五分至九時

**645.** 林秀華先生主講 (共四十講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院23室（金巴利道入口）  
時間：一九八九年九月廿七日起每星期三下午六時卅分至八時四十五分

**646.** 王永年先生主講 (共四十講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院23室 (金巴利道入口)  
時間：一九八九年九月廿八日起每星期四下午六時卅分至八時四十五分

**647.** 林秀華先生主講 (共四十講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院25室 (金巴利道入口)  
時間：一九八九年九月廿六日起每星期二下午六時卅分至八時四十五分

**648.** 黃鳳屏小姐主講 (共四十講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院38室 (金巴利道入口)  
時間：一九八九年九月十八日起每星期一下午六時十五分至八時卅分

**649.** 山口純代小姐主講 (共四十講)  
講授語言：日語 (輔以英語及粵語)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院39室 (金巴利道入口)  
時間：一九八九年九月廿八日起每星期四下午六時十五分至八時卅分

### 日語深造班課程 (Follow-up Japanese Courses)

本部開辦下列日文課程，給予高級班學員結業後進修，外界人士會修讀日文二百小時以上者亦可參加。每班均有限額，以便各學員得以小組研討方式學習日文寫作與會話。每人均可同時報讀下列課程，名額有限，請盡快報名。

外界人士報名時，請附有關日文課程之個人學歷證件副本。

### 650. 高級日語會話 (Advanced Japanese Conversation)

主講人：守川邦明先生 (講授語言：國語及日語)  
地點：香港大學廣樹雄科學館106室  
時間：一九八九年九月廿七日起每星期三下午七時十五分至九時十五分  
全期學費：五百七十五元 (共二十講，限收十八人)

### 651. 視聽日語 (Audio-visual Japanese)

主講人：黃健雄先生  
地點：香港大學邵仁枚樓101室  
時間：一九八九年九月十六日、十月七日、十一月四日及十一月十八日星期六下午二時卅分至六時  
全期學費：一百九十元 (共四講)

本課程利用日語錄映教材進行研討，主要目的是加強學員聽解能力。由於教材取自不同的社會階層，通過講習，學員對日本現況會加深一點了解。

每節上課時間長達三個半小時（中間設有小休），其中三分之一時間用於觀看兩部教育電影短片，其餘時間則集中於對話內容的反覆傾聽，默寫及主要語句文法之講解。

參加學員須具相等於本部高級班合格程度為宜。

## 652. 日語文法輔導課程 (Japanese Grammar)

主講人：黃健雄先生

地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院39室（金巴利道入口）

時間：一九八九年十月四日起每星期三下午六時十五分至八時三十分

全期學費：四百七十五元（共十二講）

此課程為已修畢高級日語學員而設，內容論及各學員在過去兩年間極常碰到而又較難理解的幾個文法重點，其中包括：（一）日語助詞的用法；（二）動詞分類法，從而介紹動詞的時與態；（三）敬語的使用意識。

每講均用常見的誤用例作為分析的基礎，務使學員能對文法基礎有進一步的理解，並能作更正確的使用。

此課程將依「日本國際交流基金」所編的「文法工——助詞の諸問題！」內容作教學大綱。（限收十八人）。

## 653. 商業日語 (Business Japanese)

主講人：林秀華先生（前南京師範大學日語講師）

地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院27室（金巴利道入口）

時間：一九八九年十月六日起每星期五下午六時卅分至八時四十五分

全期學費：五百八十八元（共二十講）

本課程專為有日文基礎之學員而設，內容包括商業應酬用語；出入口貿易、推銷、保險、財經、運輸、旅遊等行業之專用語；及商業函件之寫作，每一課的內容將包括語句、詞匯、課文、語法、會話及練習。

申請人須具進修日文二百小時左右之程度，或曾修畢本部主辦之高級日語，申請者請於上課前十天報名，並於表格「資歷」部份填寫本身之日語程度，本部有權拒絕不合程度或遲來之申請。（限收三十人）。

## 普通話（國語）(Putonghua)

本部的普通話課程自開辦以來，每期的報名人數皆十分踴躍，而近年來，由於香港環境的影響，普通話漸受各界人士的重視，確有進一步提倡的需要，故本部特別就各界的需求重編教材，使普通話的教學更趨系統化。普通話合格證明書只頒發給高級普通話班畢業學員。

為提高被取錄機會，申請者須將其第二，第三及第四選擇之班別編號列明在表格上，至於被取錄之班別，請參閱收據上之課程編號。由於本部的報名程序已電腦化，學員一經被取錄後，不得轉班。

普通話課本：普通話教程（香港大學校外課程部編），（可到中環多利皇后街三聯書店購買）。高級班則由各導師加插輔導教材。

### 基本普通話（國語）(Basic Putonghua)

整個課程為期一年。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，聲調與語法的練習，特重高低聲調的調號，調值與類別，及四音節的變化，並輔以會話與各類文章的選讀。每班共計九十分鐘，限收三十人。本課程是以普通話講授。

全期學費：八百八十五元

**654.** 邵若女士主講 (共四十講)

地 點：香港大學厲樹雄科學館106室

時 間：一九八九年九月十八日起每星期一下午七時十五分至九時卅分

**655.** 丁國玲女士主講 (共四十講)

地 點：香港大學校外課程部市區中心17室（信德中心西翼九樓）

時 間：一九八九年九月廿二日起每星期五上午九時至十一時十五分

**656.** 張孝先生主講 (共七十二講)

地 點：香港大學校外課程部市區中心16室（信德中心西翼九樓）

時 間：一九八九年十月三日起每星期二及五下午三時四十五分至五時

**657.** 張孝先生主講 (共七十二講)

地 點：香港大學校外課程部市區中心16室（信德中心西翼九樓）

時 間：一九八九年十月三日起每星期二及五下午五時十分至六時廿五分

**658.** 譚惠霞女士主講 (共四十講)  
地 點：香港般含道聖保羅書院611室。  
時 間：一九八九年九月廿一起每星期四下午六時四十五分至九時

**659.** 陳萬里女士主講 (共四十講)  
地 點：香港太古城地利亞修女紀念中學503室（小學部英皇道入口）  
時 間：一九八九年九月十八日起每星期一下午六時四十五分至九時

**660.** 李雅琴女士主講 (共四十講)  
地 點：香港太古城地利亞修女紀念中學503室（小學部英皇道入口）  
時 間：一九八九年九月廿日起每星期三下午六時四十五分至九時

**661.** 陳萬里女士主講 (共四十講)  
地 點：香港般含道聖保羅書院612室  
時 間：一九八九年九月廿一起每星期四下午六時四十五分至九時

**662.** 李雅琴女士及蘇翼孫先生主講 (共四十講)  
地 點：香港太古城地利亞修女紀念中學502室（小學部英皇道入口）  
時 間：一九八九年九月廿二日起每星期五下午六時四十五分至九時

**663.** 丁國玲女士主講 (共四十講)  
地 點：香港般含道聖保羅書院612室  
時 間：一九八九年九月廿二日起每星期五下午六時四十五分至九時

**664.** 張葆女士主講 (共四十講)  
地 點：香港石塘咀山道38號聖類斯校友會中學  
時 間：一九八九年九月十八日起每星期一下午七時至九時十五分

**665.** 張孝先生主講 (共四十講)  
地 點：香港石塘咀山道38號聖類斯校友會中學  
時 間：一九八九年九月十九日起每星期二下午七時至九時十五分

**666.** 張葆女士主講 (共四十講)  
地 點：香港石塘咀山道38號聖類斯校友會中學  
時 間：一九八九年九月廿一起每星期四下午七時至九時十五分

**667.** 張葆女士主講 (共四十講)  
地 點：香港石塘咀山道38號聖類斯校友會中學  
時 間：一九八九年九月廿二日起每星期五下午七時至九時十五分

**668.** 黎萍女士主講 (共四十講)  
地 點：香港太古城地利亞修女紀念中學 401室 (小學部英皇道入口)  
時 間：一九八九年九月十九日起每星期二下午六時四十五分至九時

**669.** 張菊鳳女士主講 (共四十講)  
地 點：香港太古城地利亞修女紀念中學 504室 (小學部英皇道入口)  
時 間：一九八九年九月廿二日起每星期五下午六時四十五分至九時

**670.** 張開齡女士主講 (共四十講)  
地 點：香港太古城地利亞修女紀念中學 504室 (小學部英皇道入口)  
時 間：一九八九年九月十九日起每星期二下午六時四十五分至九時

**671.** 任永年先生主講 (共四十講)  
地 點：香港太古城地利亞修女紀念中學 504室 (小學部英皇道入口)  
時 間：一九八九年九月廿日起每星期三下午六時四十五分至九時

**672.** 張開齡女士主講 (共四十講)  
地 點：香港太古城地利亞修女紀念中學 504室 (小學部英皇道入口)  
時 間：一九八九年九月廿一日起每星期四下午六時四十五分至九時

**673.** 蔣治中先生主講 (共四十講)  
地 點：九龍柯士甸道162號聖瑪利嘉諾撒女書院23室 (金巴利道入口)  
時 間：一九八九年九月十八日起每星期一下午六時十五分至八時卅分

**674.** 黃麗生女士主講 (共四十講)  
地 點：九龍柯士甸道162號聖瑪利嘉諾撒女書院24室 (金巴利道入口)  
時 間：一九八九年九月十九日起每星期二下午六時十五分至八時卅分

**675.** 黃麗生女士主講 (共四十講)  
地 點：九龍柯士甸道162號聖瑪利嘉諾撒女書院 27室 (金巴利道入口)  
時 間：一九八九年九月十八日起每星期一下午六時十五分至八時卅分

**676.** 黎萍女士主講 (共四十講)。  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院25室 (金巴利道入口)  
時間：一九八九年九月廿二日起每星期五下午六時十五分至八時卅分

**677.** 伍少梅女士主講 (共四十講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院37室 (金巴利道入口)  
時間：一九八九年九月廿日起每星期三下午六時十五分至八時卅分

**678.** 譚惠霞女士主講 (共四十講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院37室 (金巴利道入口)  
時間：一九八九年九月廿二日起每星期五下午六時三十分至八時四十五分

**679.** 蘇翼孫先生主講 (共四十講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院41室 (金巴利道入口)  
時間：一九八九年九月十八日起每星期一下午六時十五分至八時卅分

**680.** 任永年先生主講 (共四十講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院41室 (金巴利道入口)  
時間：一九八九年九月十九日起每星期二下午六時十五分至八時卅分

**681.** 黃麗生女士主講 (共四十講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院41室 (金巴利道入口)  
時間：一九八九年九月廿日起每星期三下午六時十五分至八時卅分

### 高級普通話 (Advanced Putonghua)

以文章選讀、會話、拆讀拼音文章為主，並掌握按詞連寫拼音文章。同時加入較高深的助語詞、感嘆詞、同字異音、同音異字、歇後語、及部份北京地方法語彙的講授。學員結業考試合格，上課次數超過百分之八十，可獲普通話合格證明書。

高級班優先錄取修畢本部基本班之學員，外界申請入學者，可作後補生；並附有關學歷證件副本。

每班為期一年，限收廿六人，全期學費：九百五十元

**682.** 任永年先生主講 (共卅八講)  
地點：香港大學校本部大樓201室

時 間：一九八九年九月廿三日起每星期六下午三時至五時十五分

**683.** 張孝先生主講 (共卅八講)

地 點：香港大學邵仁枚樓102室

時 間：一九八九年九月廿七日起每星期三下午七時十五分至九時卅分

**684.** 丁國玲女士主講 (共卅八講)

地 點：香港大學邵仁枚樓102室

時 間：一九八九年九月廿八日起每星期四下午七時十五分至九時卅分

**685.** 張孝先生主講 (共卅八講)

地 點：香港大學邵仁枚樓102室

時 間：一九八九年九月廿九日起每星期五下午七時十五分至九時卅分

**686.** 丁國玲女士主講 (共卅八講)

地 點：香港大學校外課程部市區中心16室 (信德中心西翼九樓)

時 間：一九八九年九月廿七日起每星期三上午九時至十一時十五分

**687.** 張孝先生主講 (共卅八講)

地 點：香港大學校外課程部市區中心16室 (信德中心西翼九樓)

時 間：一九八九年九月十八日起每星期一下午四時十五分至六時卅分

**688.** 李雅琴女士主講 (共卅八講)

地 點：香港大學校外課程部市區中心18室 (信德中心西翼九樓)

時 間：一九八九年九月廿八日起每星期四下午五時卅分至七時四十五分

**689.** 丁國玲女士主講 (共四十三講)

地 點：香港般含道聖保羅書院 611室。

時 間：一九八九年九月十九日起每星期二下午六時四十五分至八時四十五分

**690.** 李雅琴女士主講 (共卅八講)

地 點：香港太古城地利亞修女紀念中學506室 (小學部英皇道入口)

時 間：一九八九年九月廿六日起每星期二下午六時四十五分至九時

**691.** 張葆女士主講 (共卅八講)

地 點：香港石塘咀山道38號聖類斯校友會中學

時 間：一九八九年九月廿七日起每星期三下午七時至九時十五分

**692.** 黎萍女士主講 (共卅八講)  
地點：香港太古城地利亞修女紀念中學401室（小學部英皇道入口）  
時間：一九八九年九月十八日起每星期一下午六時四十五分至九時

**693.** 丁國玲女士主講 (共卅八講)  
地點：香港太古城地利亞修女紀念中學504室（小學部英皇道入口）  
時間：一九八九年九月廿五日起每星期一下午六時四十五分至九時

**694.** 徐麗燕女士主講 (共卅八講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院29室（金巴利道入口）  
時間：一九八九年九月廿八日起每星期四下午六時十五分至八時卅分

**695.** 張蘊麗女士主講 (共卅八講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院37室（金巴利道入口）  
時間：一九八九年九月廿六日起每星期二下午六時十五分至八時卅分

**696.** 黃麗生女士主講 (共卅八講)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院41室（金巴利道入口）  
時間：一九八九年九月廿九日起每星期五下午六時十五分至八時卅分

**697. 普通話朗誦班 (Putonghua Speech Course)**

主講人：蔣治中先生 (講授語言：普通話)  
地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院29室（金巴利道入口）  
時間：一九八九年九月廿日起每星期三下午六時卅分至八時卅分  
全期學費：三百九十九元 (共十二講)

本課程以實習訓練之方式進行。在發音吐字訓練的基礎上，由淺入深地學習朗誦的基本知識，並掌握運用。由誦材的選擇到準備，排練至最後完成的全部過程。

講授內容包括：(一)深刻的體驗；(二)想象力的營造；(三)重音的確定；(四)停頓的處理(呼吸方法的訓練)；(五)語氣的變化；(六)節奏、速度的掌握；(七)身體語言的運用(眼神、表情、手勢等)；(八)個人排練的步驟；(九)集體朗誦的排練；(十)朗誦表演的若干問題；(十一)綜合練習；(十二)朗誦實習演出。

申請者須具修畢本部之「基本普通話」的程度，或曾修讀普通話一百小時，並附有關的學歷證件副本。(限收二十五人)。

## 698. 普通話教學法 (Teaching Putonghua)

主講人：饒素蘭女士及張丹女士 (講授語言：普通話)  
地點：香港般含道聖保羅書院611室  
時間：一九八九年九月十八日起每星期一下午六時四十五分至八時四十五分  
全期學費：四百八十五元 (共二十講)

本課程專為有志投入普通話教學工作及現職普通話教師開設的進修深造課程。內容有漢語拼音，注音符號的產生、運用、拼寫規則、高深會話練習、小學、中學、成人普通話教學方法，課堂講授技巧及課堂實習講授。學員應達到勝任各種類型的教學工作。經考試合格後，可獲合格證明書。入學資格：能操流利普通話，對兩種拼音方法有認識，有意投入普通話教學工作。申請時，請附有關學歷證件副本，及會修讀普通話之證明。在職普通話教師持學校推薦書優先取錄。  
(限收二十五人)。

截止報名日期：九月五日。

## 699. 普通話教學法 (Teaching Putonghua)

主講人：饒素蘭女士及張丹女士 (講授語言：普通話)  
地點：香港大學校外課程部市區中心11室 (信德中心西翼九樓)  
時間：一九八九年九月十八日起每星期一下午四時至六時  
全期學費：四百八十五元 (共二十講)

本課程專為有志投入普通話教學工作及現職普通話教師開設的進修深造課程。內容有漢語拼音，注音符號的產生、運用、拼寫規則，高深會話練習、小學、中學、成人普通話教學方法，課堂講授技巧及課堂實習講授。學員應達到勝任各種類型的教學工作。經考試合格後，可獲合格證明書。入學資格：能操流利普通話，對兩種拼音方法有認識，有意投入普通話教學工作。申請時，請附有關學歷證件副本，及會修讀普通話之證明。在職普通話教師持學校推薦書優先取錄。  
(限收二十五人。)

截止報名日期：九月五日。

申請教育署退還學費手續：凡政府、資助或私立學校之教師修讀以上課程，均可向教育署申請退還學費，請於接獲本部取錄函件及申請書後，連同學費收據，逕向教育署申請，(如欲申請教育署退還學費者，須於九月五日前向本部報名)。

## 700. 普通話的輕聲及兒化韻 (Putonghua Intonation)

主講人：張葆女士 (講授語言：普通話)

地點：香港大學邵仁枚樓102室

時間：一九八九年十月三日起每星期二下午七時十五分至九時十五分

全期學費：五百九十五元 (共二十講)

掌握普通話的輕聲及兒化韻並非易事，修完普通話高級程度或以上的人仕進修此課程事在必須。本課程將講解輕聲及兒化韻的規則、演變、拼寫方法及讀音解釋。

申請者須修畢本部高級普通話課程或具同等程度，曾修讀本部普通話教學法課程的申請者，將獲優先考慮機會，本部亦有權拒絕不合程度之申請者入學。申請時請附有關學歷證件副本。 (限收二十八人)。

### 太古城校外課程

614. 基本日語	671. 基本普通話
615. 基本日語	672. 基本普通話
616. 基本日語	690. 高級普通話
617. 基本日語	692. 高級普通話
618. 基本日語	693. 高級普通話
634. 基本日語	744. 堪輿學之應用與價值
643. 高級日語	745. 周易之應用與功能
644. 高級日語	760. 東方紙黏土設計
659. 基本普通話	761. 紙黏土人物創作
660. 基本普通話	770. 國畫人物與走獸構圖寫作研習
662. 基本普通話	771. 歷代名家書法藝術研習
668. 基本普通話	
669. 基本普通話	
670. 基本普通話	

# Oriental Studies

*Staff Tutors:* Owen H. H. Wong, *Telephone* 5-8592788  
Koon-ki T. Ho, *Telephone* 5-8592792

## **726. Chinese Painting: Appreciation and Techniques.**

James Lo, B.A. (Lingnan). *Saturdays, 2.00–3.30 p.m., starting October 14, 1989. Room 18, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 10 meetings.* **Fee: \$350**

For Westerners with an interest in Chinese art, the main concepts of Chinese painting, as well as brush, ink and colour techniques will be introduced. Apart from the appreciation of the works of the ancient masters, instruction and demonstration of Chinese paintings of landscape, figure, fish, beasts, peacock, insects, plumflower, orchid, bamboo, chrysanthemum, other types of flowers and birds will also be covered. *Enrolment is limited to 15.*

## **727. Introduction to Chinese Folklore (I).**

Koon-ki T. Ho, B.A. (CUHK), A.M., Ph.D. (III.). *Thursdays, 10.15–11.45 a.m., starting October 12, 1989. Room 24, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 10 meetings.* **Fee: \$200**

Folklore is a study of the unrecorded traditions of people as they appear in popular fiction, custom and belief, magic and ritual. The function of folklore is to reconstruct the spiritual history of man from a study of ways and sayings of the folk as contrasted with sophisticated thinkers and writers. This course aims to provide an opportunity to look at the vast panorama of Chinese folk culture with a special reference to Hong Kong. Topics to be covered in this course: 1) Chinese concepts of time: calendar and festivals; 2) Chinese folk religions: superstitious beliefs and practices; 3) Chinese folk medicine; 4) Chinese folktales; and 5) Popular customs in China. The lectures will be illustrated with slides and films.

## **728. Hong Kong: Historical Relics and Cultural Background.**

Kwan Lai-hung, M.A., Ph.D. (London), M.B.I.M., A.M.I.T.D. *Tuesdays, 6.00–7.30 p.m., starting November 21, 1989. Room 28, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 7 meetings plus 1 field trip.* **Fee: \$250**

The development of Hong Kong can be dated back to the Han Period, as witnessed by the discovery of the Han Tomb after the war. To picture the

whole background of early Hong Kong, the following topics will be dealt with in details: (1) The Han Tomb in the Li Cheng UK Estate and the early development; (2) Sung Wang Terrace and the fall of the royal house Sung in local context; (3) the ancient Tuen Mun and other naval strategic points; (4) the cult of Tin Hau (Queen of Heaven) and temples of traditional religion; (5) Cheung Po Chai in Cheung Chau and piracy in South China waters; (6) early Christian activities and historic buildings; and (7) the moulding of a British Colony and the evolution of the city.

There will be one full-day field trip on a Sunday (travelling expenses to be borne by participants). *Enrolment is limited to 15.*

## **Literature**

### **729. 現代詩及散文創作文憑課程**

**(Certificate Course in Modern Poetry and Prose)**

主講人：丁平先生（國立中山大學文學士、教育碩士）

（世界華文詩人協會常務理事）

地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院24號室（金巴倫道入口）

時間：一九八九年十月十二日起每星期四下午六時半至八時半，共三十二講，  
另加遙距等學習方式及習作等

全期學費：七百八十五元

課程主旨：本課程專為對文學喜愛更有創作志趣之人士而設，目的在為學員提供一個學習現代詩及散文基本理論與創作之機會。

課程內容：以四講時間，講授中國現代詩及散文的基本理論，並介紹中國現代詩的主要詩人及主要散文作家；本課程着重創作實務，指導學員在二十八講的時間內，在課外自動從事現代詩及散文創作。

學習方法：本課程之學習，是以「面授」與「遙距」兩種教學模式進行：

- A. 由主講人（以及客座講師）派發講義在堂上分析問題及詮釋範文；
- B. 學員之習作，將分別送往在台灣、大陸、本港及美、英、星、澳洲、法、南美等海外地區各校外客座講師，（「世界華文詩人協會」創會理事，如：艾青、雁翼、卞之琳、流沙河、公劉、賀敬之、鄒荻帆、白樺、阿紅、嚴陣、徐剛、劉湛秋、張志民、徐遲、孫靜軒、羅門、張健、胡品清、吳宏一、蓉子、張默、文曉村、李春生、墨人、羅青、蕭蕭、向明、高準、向陽、舒蘭、渡也、張堃、碧果、秦嶽、王潤華、林冷、葉維廉、黃雍廉、淡瑩、弘征、管管、慕容羽軍、林

煥彰、柯原、葉延濱、姚學禮、郭光豹、黃東成、巴彥布、黎煥頤、呂進、楊山、戴硯田、陳寧貴、陳慧樺、劉文玉、藍海文等詩人、散文作家。) 分別改評外，主講人仍將在課堂上對習作再作深切之評述。

C. 學員作品，將分別送交「世界華人詩人協會」創會理事，或有關作家主編之報刊發表。(報刊如下：香港的「世界中國詩刊」、「文學天地」。大陸的「詩刊」、「當代詩歌」、「詩潮」、「芒種」、「大家生活報」、「詩林」、「詩人」、「文學報」、「詩歌報」、「中國詩人」、「銀河系」、「星星」、「虎門」、「雨花」、「詩神」、「散文詩報」、「崆峒」。台灣的「藍星」、「創世紀」、「笠」、「現代」、「葡萄園」、「秋水」、「大海洋」、「海鷗」、「詩潮」、「曼陀羅」、「聯合報副刊」、「中央日報副刊」、「中華日報副刊」、「自立晚報副刊」、「中國時報人間副刊」、「聯合文學」。澳洲的「華聲報」。加拿大的「愛華報副刊」。)

入學資格：預科以上學歷，對現代詩或散文寫作有興趣而中文流暢者，特別歡迎在職教師及在學大專同學參加。

畢業文憑：課程結束後，學員若符合下列條件者，將由「世界華文詩人協會」發給文憑：

- (一)上課出席率不少過八成；
- (二)完成課程習作，並獲得七十分合格分數，及
- (三)有作品在本課程指定報刊發表一篇以上者。

報名手續：申請者須於九月二十七日前，將申請表格寄回本報，函內須附回郵信封，二吋半身近照二張、學歷及工作經驗之證件副本及其他有關詳情，報名時請用支票交款，本課程限收二十八人。

(本課程與世界華文詩人協會合辦)

申請教育署退還半費手續：凡政府、資助或私立學校之教師修讀以上課程，均可向教育署申請退還半費，請於接獲本部取錄函件及申請書後，連同學費收據，逕向教育署申請。

### 730. 文學創作研習班

(Creative Writing in Modern Chinese Literature)

主講人：吳萱人先生(編輯、出版人)

李華玲女士(大都會月刊主編)

地點：香港大學外課程部市區中心16室(信德中心西翼九樓)

時間：一九八九年十月十六日起每星期一下午八時廿分至九時五十分

全期學費：二百元 (共十講)

在文學的範疇裏，欣賞和創作是相輔相承的功夫。多讀名家篇章，當有助提高寫作能力。假如能夠親自執筆創作，自然更能體念「文章千古事，得失寸心知」的妙誦。

本課程主要是向文學愛好者和文學教師提供。講授內容除一般文學理論外，並將選讀現代中國文學名家作品，藉透過內容和技巧的分析，協助各學員認識文學創作的標準。課程的另一部份將以創作為主。學員除了有機會練習寫詩和小說等各種文學類別外，還得嘗試一項大型創作，內容自定，於課程完結前完成。所有作品將會邀請本港的學者、作家親自評析。優秀作品將會被推薦給本港的文藝副刊登載。

本課程目的除提高學員的欣賞和創作能力外，並為大家提供一個集體學習的環境，希望透過不斷的訓練和練習，使學員之間可以互相交流寫作經驗，以達共同進步的目標。（限收十八人）。

### 731. 中國文字的字形、字義及其應用 (Chinese Etymology)

主講人：朱國能先生 M.A. (H.K.)

地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院25室（金巴利道入口）

時間：一九八九年十月十二日起每星期四下午六時十五分至八時十五分

全期學費：二百四十五元（共十一講）

古人認為讀書必先識字。許慎《說文解字敍》說：「倉頡之初作書，蓋依類象形，故謂之文，其後形聲相益，故謂之字。」我國文字，就其造字條例而言，則有象形、指事、形聲、會意、轉注、假借。就其應用而言，則必先認識文字之形體、讀音、意義，方可達致表情達意的目的。

本課程講授將趣味與實用兼顧，旨在說解六書條例，以窺我國文字之結構及其演變，並解說文字的本義、引申義、假借義，以幫助學員在教學上之需要。對指正學生的錯字別字，更有意想不到的效能。（限收三十六人）。

申請教育署退還半費手續：凡政府、資助或私立學校之教師修讀以上課程，均可向教育署申請退還半費，請於接獲本部取錄函件及申請書後，連同學費收據，逕向教育署申請。（如欲申請教育署退還半費者，須於十月二日前向本部報名）。

### 732. 香港女性文學 (1959-1989) (Females in Hong Kong Literature)

主講人：朱國能先生 M.A. (H.K.)

地點：香港大會堂八樓南會議室

時間：一九八九年十月二日起每星期一下午七時至九時

全期學費：一百七十五元（共八講）

香港的女性文學，由五十年代開始萌芽，至六十年代而開花結果，老報人孫淡寧（農婦），可說是此一時期之代表，同時的綠騎士、陸離等亦經常在「中國學生周報」撰寫散文小說，在文壇上令人注目。

七十年代開始，蔣云由台灣應聘到港，為國泰電影公司編劇，並涉足於香港文壇，大量創作短篇小說。另一位婚後來港的台灣女作家施叔青，擅刻畫香港上流社會的女性心態。至八十年代初期，女作家亦舒如一陣狂風，其散文集小說集皆擠上暢銷書排行榜。「才女」李默挾其大學中國文學系畢業之文學素養，捨教鞭而全力創作，以「秦楚」為筆名，於星島日報副刊之「七好文集」發表散文，迭獲好評。

學院派的作家，則以鍾玲、小思為代表，其創作之謹嚴與鮮明個性之表現，堪稱女性文學之奇葩。另一位執教鞭的西西，更獲得美國愛奧華「國際寫作計劃」主持人聶華苓至高的讚譽。

近年香港女作家風起雲湧，多從報刊專欄打出知名度，如圓圓、李碧華、杜良焜、方娥真、石貝、不繫舟、愷令、尹懷文、金虹、梁荔玲、黎潔如、柴娃娃、白韻琴、西茜鳳等，選材與技巧都各具特色。本課程旨在介紹近三十年香港女性文學產生之社會背景，並以其作品內容，風格歸類，逐一說明與評論。最後兩講將採座談形式，邀請女作家出席對話。

### 733. 中國現代文學作家論（三）

*(An Introduction to Writers of Contemporary Chinese Literature III)*

主講人：丁平先生（國立中山大學文學士、教育碩士）

（世界華文詩人協會常務理事）

地點：香港大學校外課程部市區中心13室（信德中心西翼九樓）

時間：一九八九年十月七日起每星期六下午二時至三時半分

全期學費：三百一十元（共十六講）

中國自一九一八年一月，第一批新品種的嬰兒（新詩、散文、小說、劇本）在北京誕生後，近六十年來，中國現代文壇上出現了大量有創作成就的作家，而且有不少作家的主要作品，在國際文壇上已獲得了應有的地位和尊重。

本課程將在新詩、散文、小說及劇本等文學形式中，選講一些主要作家及其主要作品。對每一位在中國現代文學中，具有代表性的作家底思想本質、創作歷程、表達技巧、作品風格、文壇地位及作品對當代及後世文壇的影響等，都作全面性的介紹、分析與評論。這個課程是為中學中文教師及現代文學的愛好者而設，共分若干階段講授。本課程為第三階段，就下列作家中選講十六人：

老舍、錢鍾書、林語堂、周作人、茅盾、曹禺、艾青、丁玲、吳祖光、郁達夫、戴望舒、馮至、余光中、胡品清、陳之藩、姚雪垠、胡風、周夢蝶、賀敬之、謝冰瑩等。

本課程選講之作家，已包括：高等程度會考之「中國語言文學」新課程中，應考之大部現代作家及其作品。（限收二十五人）。

申請教育署退還半費手續：凡政府、資助或私立學校之教師修讀以上課程，均可向教育署申請退還半費，請於接獲本部取錄函件及申請書後，連同學費收據，逕向教育署申請。（如欲申請教育署退還半費者，須於九月廿七日前向本部報名）。

### 734. 中國現代文學作家論（十六）

#### **(An Introduction to Writers of Contemporary Chinese Literature XVI)**

主講人：丁平先生（國立中山大學文學士、教育碩士）

（世界華文詩人協會常務理事）

地點：香港大學校外課程都市區中心13室（信德中心西翼九樓）

時間：一九八九年十月六日起每星期五下午六時至七時三十分。

全期學費：三百一十元（共十六講）

中國自一九一八年一月，第一批新品種的嬰兒（新詩、散文、小說、劇本）在北京誕生後，近六十年來，中國現代文壇上出現了大量有創作成就的作家，而且有不少作家的主要作品，在國際文壇上已獲得了應有的地位和尊重。

本課程將在新詩、散文、小說及劇本等文學形式中，選講一些主要作家及其主要作品。對每一位在中國現代文學中，具有代表性的作家底思想本質、創作歷程、表達技巧、作品風格、文壇地位及作品對當代及後世文壇的影響等，都作全面性的介紹、分析與評論。這個課程是為中學中文教師及現代文學的愛好者而設，共分若干階段講授。本課程為第十六階段，就下列作家中選講十六人：

梁實秋、何其芳、朱光潛、魯迅、袁可嘉、周振甫、徐志摩、卞之琳、李廣田、聞一多、鄭愁予、葉紹鈞、豐子愷、蕭乾、楊朔、秦牧、梁容若、胡適、巴金、黃國彬等。

• 本課程選講之作家，已包括：中學會考之「中國語文」、「中國文學」。高級程度會考及高等程度會考之「中國語言文學」等四項新課程中，應考之全部現代作家及其作品。（限收三十人）。

申請教育署退還半費手續：凡政府、資助或私立學校之教師修讀以上課程，均可向教育署申請退還半費，請於接獲本部取錄函件及申請書後，連同學費收據，

逕向教育署申請。（如欲申請教育署退還半費者，須於九月廿六日前向本部報名）。

### 735. 中學及預科中國文學知識的重點教學 (The Essence of Teaching Chinese Literature)

主講人：丁平先生（國立中山大學文學士、教育碩士）  
(世界華文詩人協會常務理事)

地點：香港大學校外課程部市區中心13室（信德中心西翼九樓）

時間：一九八九年十月六日起每星期五下午六時至七時三十分。

全期學費：三百三十元（共十六講）

• 本課程是專爲本港中學及預科中文教師，以及有志投入中文教學行列者而設。

• 課程主要內容：

(一)針對本港中學會考之「中國文學」新課程所列「文學常識學習重點」之要求，結合課文作者之主要作品，提出適切之教材與教法；(二)依照本港高級程度會考「中國語言文學」(試卷三)新課程「中國文學史問題」所列之考試命題綱目(先秦至元代文學)，提供簡切之史識與史實，以結合施教。(限收四十人)。

申請教育署退還半費手續：凡政府、資助或私立學校之教師修讀以上課程，均可向教育署申請退還半費，請於接獲本部取錄函件及申請書後，連同學費收據，逕向教育署申請。（如欲申請教育署退還半費者，須於九月廿六日前向本部報名）。

### 736. 詩經選介 (Selected Text from the Book of Songs)

主講人：潘小磐先生

地點：香港大學校外課程部市區中心 16 室（信德中心西翼九樓）

時間：一九八九年十月十六日起每星期一下午六時四十分至八時十分

全期學費：二百一十五元（共十四講）

詩經爲我國二千五百年前之一部詩歌總集，雜採民歌雅樂，經先聖論纂而成，得三百零五篇，“詩三百”是舉大數而言耳。歷代文士篇章及禮節名目，蓋多取材於是，誠爲藝林寶藏，茲特試爲選介，對於諸家牋注，絕不墨守，但求真切，以與同好共研討之！

### 737. 清詩選講 (Selected Ch'ing Poetry)

主講人：陳本先生

地點：香港大會堂八樓南會議室

時間：一九八九年十月五日起每星期四下午七時至八時

全期學費：一百五十元 (共十二講)

清詩承宗元明詩之傳統，別具特色；兼擅唐宋長處，運古入化，自出心裁，如鹽點水，俱能辨味、而不著迹；命意措詞，各有佳處，清代文化，以康乾兩朝為最盛；本課內容：(一)先講錢(謙益)吳(梅村)王(漁洋)三大家名作；(二)次講江左三大家，袁(枚、隨園)蔣(心餘)趙(翼)代表作；(三)續講嶺南三大家，屈(翁山番禺人)陳(恭尹順德人)梁(佩蘭南海人)之著名作品。並提示作法，以資隅反。派發講義，藉收研習之益。

### 738. 宋詞選講 (Selected Sung Tzu)

主講人：陳本先生

地點：香港大會堂八樓南會議室

時間：一九八九年十月五日起每星期四下午八時至九時

全期學費：一百五十元 (共十二講)

詩盛於唐，詞盛於宋，曲盛於元，各具時代性特色；要皆源於詩三百篇，虞樂府之遺意；有合乎古代聲教之旨，故詞曰詩餘，又曰聲詩。兩宋名家輩出，派分南北；耆卿、邦彥曰南派；以婉約為宗；東坡、稼軒曰北派，以豪放為主。

本課程先講蘇辛詞，次講清真詞(周美珍)柳永詞；俾知吾國聲教入人之深；流繹孔長，最能適應時世之需要，啟發人之善心。派發講義，以資研習。

### 739. 寫作的思路與修辭 (How to Improve Chinese Writing)

主講人：何達先生(職業作家)

地點：香港大會堂八樓南會議室

時間：一九八九年十二月四日起每星期一下午七時至九時

全期學費：一百四十五元 (共六講)

無論中外，修辭學都是一門古老的學問，也都會陷入繁瑣虛飾與做作的歧途。本課程採取自內至外，以動帶靜的方法，從開拓思路着手引入修辭的作用，分為六個專題：從觀察到紀錄，分析、比較與選擇，怎樣整理大批的材料，怎樣加強說服力，怎樣加強感染力；及怎樣發展創造力。本課程適合中學程度以上之青年參加。(限收二十四人)。

## 740. 中國文學簡史 (History of Chinese Literature)

主講人：譚達先先生（前中山大學講師）（現任澳門東亞大學兼職教授）

講授語言：粵語（輔以國語）。

地點：香港大學校外課程部市區中心10室（信德中心西翼九樓）

時間：一九八九年十月七日起每星期六下午四時十五分至五時四十五分

全期學費：一百五十元（共八講）

以最扼要及濃縮的方式，講解二千年來中國文學的發展，諸如詩經、楚辭、諸子、漢賦、六朝駢文、唐詩、宋詞、元曲、唐代傳奇、明清小說，及唐宋八大家、明清小品等，分析其源流、體裁、特點，並舉各家及代表作為例，深入淺出，提供材料，方便更深入的進修。

## 741. 實用文體及撰作 (Practical Chinese)

主講人：譚達先先生（前中山大學講師）（現任澳門東亞大學兼職教授）

講授語言：粵語（輔以國語）

地點：香港大學校外課程部市區中心10室（信德中心西翼九樓）

時間：一九八九年十二月二日起每星期六下午四時十五分至五時四十五分，

全期學費：一百八十元（共十講）

實用文體，範圍甚廣，且寫作方法，與一般文體有異，為適應一般青年及各機構行政人員進修，內容將包括：寫作的基礎；題材、主題、佈局、表現方法；常用新聞體裁，短評；公函與商業信札，訪問紀要與會議紀錄，文評、影評與電影廣告；總結報告與調查報告，知識性小品文；對聯與應酬文體。此外兼述各類文體之源流、特點、結構、辭彙與寫作方法；並選授名作，以為示範，酌發講義，便於學習。

## Philosophy

## 742. 堪輿學與社會風俗 (Geomancy and Social Customs)

主講人：袁匡任先生 Dip. Ed. (CUHK)

地點：香港大學校外課程部市區中心 18 室（信德中心西翼九樓）

時間：一九八九年十月二日起每星期一下午七時四十五分至九時四十五分

全期學費：二百五十元（共十講）

中國堪輿學是一種社會宗教學，與中國社會民風有極深遠之關係。它與國有之祭祀、禮法、曆律、民族活動、村族鄉例有密切之淵源，尤其是古代中國之傳統

風俗，有濃厚之社會特色和民族宗教精神，而堪輿學是一種相地術，包括宮廷建築、宅相、墓相，從科學態度論：它是具有天文、地理、水利及環境保護、美化及建築心理學。而現代中國社會仍保留它那種深入民間不可淹沒之社會實用價值。本課以現代社會風俗探究堪輿學之真理。本課程有十講，主題包括：(一)古代明堂論；(二)宮廷及陵墓之相地術；(三)鄉村風俗與堪輿；(四)現代宅相之吉凶；(五)祭祀與神位；(六)羅盤原理之變化；(七)海外華人社會與堪輿；(八)名人與堪輿；(九)國運與堪輿；(十)討論及實地考察。

### 743. 周易卦理與社會倫理

(The Book of Changes and Social Ethics)

主講人：袁匡任先生 Dip. Ed. (CUHK)

地點：香港大學校外課程部市區中心 18 室（信德中心西翼九樓）

時間：一九八九年十二月十八日起每星期一下午七時四十五分至九時四十五分

全期學費：二百五十元（共十講）

周易是中國文化之中心，歷代聖賢皆好周易，易卦本為占卜之書，但經數千年來，無論陰陽五行家、兵家、醫師、理學家、宗教家，均以易學為宗，繁衍中國特色之社會及宗教倫理思想。而周易之宗教與文化精神實可作為民族宗教之藍本，痛惜近代五四政潮後，禮法破壞，外來思想乘虛而入，喪失吾國有之民族尊嚴與精神價值，國難重重，而政治偉人，只懂民主、科學，卻忽略宗教救國、倫理救國，甚少關心中國社會之宗教倫理之問題與隱憂，吾人本着宗教倫理為團結家國之力量不可少，同輩互勉之。

本課以易卦之卦理去闡釋中國現代社會應如何走向倫理大道為目的，發揮易以乾坤正氣，自強不息樂觀進取，自求多福的社會精神。內容包括：(一)易卦之起源；(二)周易與佛道；(三)易理與命運；(四)周易之宗教思想；(五)周易與家庭倫理；(六)六十四卦精義；(七)周易與術數；(八)周易與社會進化；(九)周易與科技；(十)周易與政經。

### 744. 堪輿學之應用與價值 (The Study of Geomancy)

主講人：袁匡任先生，Dip. Ed. ( CUHK )

地點：香港太古城地利亞修女紀念中學 503 室（小學部英皇道入口）

時間：一九八九年九月廿九日起每星期五下午七時三十分至九時三十分

全期學費：二百五十元（共十講）

中國堪輿學是一門高深之民族宗教哲學，它之起源、演變與中國歷史、政制、社會背景有著血肉不分離之關係。它能一直在民間流傳，定有其社會價值與

影響。尤其對國有之祭祀、曆法、宗族、風土習尚、建祠立村、民族活動等有極深遠之影響外，它與古代農業社會之天文、地理、水利建築等有密切之關係。此門學理之範疇很廣，包括了西方之占星術、預言學、心理及自然生態學、神學等，是兼有科學之推理，是智慧之信念。可是世人只因其帶有方土之術數而甚少作有系統之探討，令此種國寶精髓也隨着日月之流逝而失傳，適逢今日國粹復興，夏族子民，能對它之社會價值，作客觀研究，實是國人之福。

本課程以現代社會生活為証，探究其源流與價值觀，主題包括（一）古代氣候學與農耕氣節；（二）堪輿與天文；（三）堪輿與古代地理，（四）堪輿與建築；（五）中西預言學之異同；（六）堪輿之因果論；（七）墓葬文化之宗教價值；（八）自然生態與環境保護之科學精神；（九）建祠立村之原則與方法；（十）陰宅之吉凶；（十一）陽居之吉凶；（十二）祭祀與神位；（十三）對風俗之影響；（十四）歷史考古價值；（十五）堪輿學與華人社會之組織；（十六）羅盤之變化與應用；（十七）總結及討論；（十八）實地考察。

#### 745. 周易之應用與功能 (The Book of Changes)

主講人：袁匡任先生，Dip. Ed. (CUHK)

地點：香港太古城地利亞修女紀念中學503室（小學部英皇道入口）

時間：一九八九年十二月八日起每星期五下午七時三十分至九時三十分

全期學費：二百五十元（共十講）

易經自伏羲創八卦，文王演易及孔子之整理並輔以十翼，早已化卜巫之經而成一哲理之書。歷代聖賢好易者甚蕃，發揮易學為多元論。其中原理並不艱深，由陰陽二元素、五行與八卦之相生相克。生息萬物，天理循環，是一種俱備自然科學與人文哲理之推衍學術。歷代陰陽五行家、史官、兵家、理學家、醫師、宗教家等以易學為中心論、繁衍中國特色之文化與社會制度及民族活動。其中周易之宗教與文化精神實可作為民族宗教之藍本。痛惜近代五四政潮後，國有之宗教倫理，受史無前例之浩劫；禮法破壞、喪失吾民族之尊嚴與精神價值，國難重重、奈何中國之政治偉人，每多倡言民主與科學救國，卻甚少關心中國社會基層之宗教問題與隱憂。吾人認為宗教精神與民族力量是國家之體用結合，不宜分離，此為今後國人應多努力之處，同輩共勉之。

本課程以易經之應用多元化作出探討，使學員了解其實用價值及趣味性，提倡君子自強不息，樂觀進取，自求多福之精神價值，內容包括（一）陰陽、五行之變化，（二）易卦之基本原理，（三）衍生之術數，（四）易經之軍事理論（五）易理與醫學，（六）易理與命理，（七）經濟與民生，（八）宗教與倫理（九）周易卦辭與四書章句之比較，（十）總結對中國文化之影響。

## 746. 佛學要義 (Outline of Buddhist Philosophy)

主講人：葉文意女士

地點：香港大學校外課程部市區中心10室（信德中心西翼九樓）

時間：一九八九年九月廿七日起每星期三下午六時十五分至七時四十五分

全期學費：一百九十九元（共十二講）

本課程將以下列內容，對佛家思想作深入探討：（一）輪迴的問題。（二）「業」的解說。（三）妙法蓮華經的中心思想。（四）觀音菩薩的宏願及感應。（五）研究佛教的禪法。（六）唐代佛教紀盛。

## 747. 佛經選講：六祖壇經 (Selected Buddhist Text)

主講人：葉文意女士

地點：香港大學校外課程部市區中心18室（信德中心西翼九樓）

時間：一九八九年十月四日起每星期三下午八時至九時三十分

全期學費：一百九十九元（共十一講）

禪宗修心，以放下解脫，明心見性為第一義，惠能和尚即以「本來無一物，何處惹塵埃」的偈，取得禪宗六祖的地位。「六祖壇經」是六祖語錄，亦是禪門瑰寶，本課程將採其下半部「機緣第七」開始就禪家精義。旁徵博引，作深入介紹。（限收二十人）。

## 748. 中國哲學 (Chinese Philosophy)

主講人：鄭燭堅碩士

地點：香港大學校外課程部市區中心10室（信德中心西翼九樓）

時間：一九八九年九月廿五日起每星期一下午七時至八時十五分

全期學費：一百六十五元（共十二講）

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：周易，孔孟荀，老莊，墨子，列子，惠施，公孫龍子，韓非子，呂不韋，董仲舒，王充，劉劭，劉勰，韓愈，柳宗元；周張邵，二程，朱熹，陸九淵，王陽明；王船山，顏習齋，戴震，章實齋，康有為，梁啟超，陳獨秀，李大釗，魯迅，胡適；及專題：先秦邏輯批判，中哲天命觀，批孔與儒法之爭，雜家與西方哲學折衷主義，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。

## 749. 西洋哲學與中國 (Western Philosophy and China)

主講人：鄭燭堅碩士

地點：香港大學校外課程部市區中心10室（信德中心西翼九樓）

時間：一九八九年九月廿五日起每星期一下午八時卅分至十時

全期學費：一百八十元（共十二講）

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澀，而務求深入淺出，人人可學。學理、實用、趣味兼顧。選講範圍：哲學之意義價值，神話藝術之哲理，中西美學；中西哲學特質比較，中西哲人論「人」：泰利士（首位哲人）到蘇格拉底，柏拉圖，亞里士多德；中古及近代哲人康德，謝林，菲希特，黑格爾，馬克思；叔本華，尼采，存在主義；理性，經驗，唯物，唯心，實證，功利，進化，實用主義等；及中國學人（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。

## Art & Culture

*The following courses are presented in association with the Fung Ping Shan Museum, University of Hong Kong.*

### 古今陶瓷欣賞 (Appreciation of Chinese Ceramics & Porcelain)

近日各地仿古陶瓷，製作精巧逼肖，直可亂真。本課程着重古今陶瓷之比較，增進辨真識力。古人製器固屬艱難；今人仿造亦非易事。故古今陶藝皆有其欣賞價值。本課程將就製作技術、釉色、土質為特點作古今陶瓷欣賞之重點講述。

本期開設下列兩班，編號 750 及 751。

#### 750. 何秉聰先生主講

地點：香港大學校外課程部市區中心28室（信德中心西翼九樓）

時間：一九八九年九月廿六日起每星期二下午五時四十分至七時卅分

全期學費：一百八十元（共八講）

**751. 何秉聰先生主講**

地 點：香港大學校外課程部市區中心10室（信德中心西翼九樓）

時 間：一九八九年九月廿二日起每星期五下午五時四十分至六時五十五分

全期學費：一百八十元 （共十二講）

**仿古陶塑 (Imitation in Chinese Ceramics)**

集文獻所得，配合陶塑技法以仿製歷代陶瓷，從而加強對欣賞古器之趣味與辨真知識。對不可能擁有的古陶瓷器加以仿製，非以混珠，實珍魚目，聊供一粲，亦可消閒云爾！

本期開設下列兩班，編號 752 及 753，每班限收二十四人。

截止報名日期：一九八九年十一月廿二日。

**752. 何秉聰先生主講**

地 點：新界沙田火炭約坳背灣街33至35號世紀工業中心十一樓 G 座（電梯按 11字）

時 間：一九八九年十二月九日起每星期六下午三時至六時

全期學費：二百四十元 （共六講）

**753. 何秉聰先生主講**

地 點：新界沙田火炭約坳背灣街33至35號世紀工業中心十一樓 G 座（電梯按 11字）

時 間：一九八九年十二月十日起每星期日下午三時至六時

全期學費：二百四十元 （共六講）

**754. 書法基礎班 (Basic Chinese Calligraphy)**

主講人：林雲女士

地 點：香港大學校外課程部市區中心20室（信德中心西翼九樓）

時 間：一九八九年十月四日起每星期三上午九時卅分至十一時卅分

全期學費：二百八十五元 （共十講）

本課程從最基本開始，着重向學員教授如何執筆、運筆，和介紹各種不同字體，務求學員先有概括認識，從而選擇自己所喜愛的書體學習，課堂上將有示範和指導臨摹，因此學員必須在課堂練習和交作業，課程會以個別形式教授。（限收二十人）。

### 755. 隸書入門 (Official Script Calligraphy)

主講人：林雲女士

地點：香港大學校外課程部市區中心20室（信德中心西翼九樓）

時間：一九八九年十二月十三日起每星期三上午九時三十分至十一時三十分

全期學費：二百五十元（共十講）

本課程適合書法基礎班和初學人士參加、輔導學員從實習中掌握寫隸書之方法，從而領會隸字和別種字體在書寫技巧方面之分別，此外本課程着重介紹石門頌、曹全碑、禮器碑之不同風格。（限收十八人）。

### 756. 山水畫基礎班 (Basic Chinese Landscape Painting)

主講人：林雲女士。

地點：香港大學校外課程部市區中心10室（信德中心西翼九樓）。

時間：一九八九年十月三日起每星期二上午九時卅分至十一時卅分

全期學費：二百八十五元（共十講）

本課程專為會選修初級程度國畫的學員而設。課程內容包括山水畫之基本概念、構圖、着色、運筆、用紙等之技巧，並即時示範及個別指導。（限收二十人）。

### 757. 山水畫深造班 (Advanced Chinese Landscape Painting)

主講人：林雲女士

地點：香港大學校外課程部市區中心10室（信德中心西翼九樓）

時間：一九八九年十二月十二日起每星期二上午九時卅分至十一時卅分

全期學費：二百八十五元（共十講）

本課程專為會選修「山水畫基礎班」之學員而設。課程內容主要深入研究山水畫之精粹所在和如何分析作品特點，並挑選一些有代表性之作品作教材，通過不斷實習以達到鞏固學員之基礎技法，從而帶動學員進入另一層面領悟傳統山水畫之神韻及意境。本課程將會分組形式授課。（限收十八人）。

### 758. 中國畫基本技法 (Basic Techniques in Chinese Painting)

主講人：林雲女士

地點：香港大學校外課程部市區中心10室（信德中心西翼九樓）

時間：一九八九年九月廿九日起每星期五上午九時卅分至十一時卅分

全期學費：二百八十五元（共十講）

本課程適合初學人仕及對中國畫有興趣者選讀。內容包括有：（一）山水畫名家簡史介紹；（二）如何選用宣紙及毛筆；（三）分段指導及示範基本筆法，如樹木、山石、泉水煙雲、人物屋宇、船舶、橋樑。學員須在課堂上臨習一些簡單習作。

本課程最後更着重介紹傳統畫之特色和優點，並引石濤及龔賢之畫法為例，引導學員從中領略中國畫之精粹。（限收二十人）。

### 759. 中國畫構圖及着色

**(Composition and Colouring in Chinese Painting)**

主講人：林雲女士

地點：香港大學校外課程部市區中心10室（信德中心西翼九樓）

時間：一九八九年十二月八日起每星期五上午九時半分至十一時半分

全期學費：二百八十五元（共十講）

本課程適合會習中國畫基本技法或對中國畫有初步認識之學員參加，內容分構圖、着色兩部分。

構圖方面會講解分析：（一）呼應；（二）虛實；（三）顧盼，（四）賓主；（五）疏密，（六）聚散；（七）題款等，使學員能明瞭如何在畫面上「經營位置」以至完成一幅作品。

着色方面有：（一）顏料之認識；（二）顏色與墨色之配合；（三）季節和色調之關係；（四）如何配色；（五）水光和煙雲之渲染等。

課堂上會介紹一些名家代表作，使學員更進一步明瞭其中要訣，及提高學習趣味。

本課程以小組形式講授，故限收十八人。

### 760. 東方紙黏土設計 (Oriental Paper Clay: the Design)

主講人：鄧昶立先生

地點：香港太古城地利亞修女紀念中學503室（小學部英皇道入口）

時間：一九八九年十月三日起每星期二下午七時至九時

全期學費：二百五十元（共十講）

紙黏土是由陶瓷藝術演變而成，黏土及紙加工製成的產品，用普通工具如小刀、小剪、小棒、清水黏合接口即可。塑造成極高，形態逼真。內容授以風景（山水）、扇形掛畫、新鮮石榴、小巧雨傘、心口針、漂亮的帽子、鮮艷花卉、飾

物、雀鳥、假石山、動物等等……。作品經風乾後，可塗上逼真顏色及光油。臨堂實習及示範，製作過程輕鬆有趣，初學及有興趣人仕均可參加。（限收二十人）。

### 761. 紙黏土人物創作 (Figures in Paper Clay)

主講人：鄧昶立先生

地點：香港太古城地利亞修女紀念中學503室（小學部英皇道入口）

時間：一九八九年十二月十二日起每星期二下午七時至九時

全期學費：二百一十五元（共八講）

本課程是東方紙黏土設計的延續，內容豐富，授以各款基本公仔、平面人物，坐立式及直立式之立體人物，造形優美，神態活現，栩栩如生。此外更注重設色、技巧及製作概念，更可自由創作。每講均有實習及示範，使學員對紙黏土人物創作，加深發揮潛能。初學及有興趣人仕均可參加。（限收十八人）。

### 762. 東方紙黏土與四季花鳥

(Oriental Paper Clay and Flowers & Birds in Four Seasons)

主講人：鄧昶立先生

地點：九龍柯士甸道 162 號聖瑪利嘉諾撒女書院 41 室（金巴利道入口）

時間：一九八九年十月五日起每星期四下午六時卅分至八時卅分

全期學費：二百五十元（共十講）

紙黏土是由陶瓷藝術演變而成黏土及紙加工製成的產品，用普通工具如小刀、小剪、小棒、清水黏合接口即可。塑造性極高，形態逼真。由淺入深，內容授以紅蘿白、山竹、月季花、心口針、水仙、壁畫、荷花錦鯉、秋菊、筆座、小鷄、梅花、麻雀、樹石等…作品經風乾後，可塗上顏色及光油。臨堂示範及實習，製作過程輕鬆有趣，初學及有興趣人仕均可參加。（限收二十人）。

### 763. 東方紙黏土與四季花鳥創作

(Oriental Paper Clay and Flowers & Birds in Four Seasons)  
An Advanced Course

主講人：鄧昶立先生

地點：九龍柯士甸道 162 號聖瑪利嘉諾撒女書院 41 室（金巴利道入口）

時間：一九八九年十二月十四日起每星期四下午六時卅分至八時卅分

全期學費：二百一十五元（共八講）

本課程是東方紙黏土與四季花鳥的延續，內容加強，有草菇、白菜、康乃

馨、小鴨、假石山、跳舞蘭、心口針、扇形掛畫、花籃、白天鵝、燈座等。此外，學員更可自由創作，並配上逼真的色彩，每堂均有示範及實習，使學員對東方紙黏土與四季花鳥，加深發揮創作潛能。初學及有興趣人仕均可參加。（限收十八人）。

#### **764. 花鳥山水畫設色 (Colouring in Flowers & Birds Paintings)**

主講人：鄧昶立先生

地點：九龍柯士甸道 162 號聖瑪利嘉諾撒女書院 53 室（金巴利道入口）

時間：一九八九年九月廿九日起每星期五下午六時卅分至八時

全期學費：二百二十五元 （共十二講）

花鳥山水畫設色方法，在運用中是變化多端。如白描、水墨、淺絳、青綠、金碧輝煌、淡彩、重彩等。渲染法以層染（包括套染、先染後罩，先鋪後染）平塗、混染、接染、積水、點染、烘暈、襯托等技法。並加畫史、畫理、寫生等。課程以梅蘭、菊竹、四時花卉、昆蟲、鳥類、金魚、蝦蟹、水草、蔬菜等。而山水以鹿角、蟹爪、點葉、夾葉、松柳、梧桐、芭蕉等樹法、山石、長短披麻皴、斧壁皴、大小米點皴、潑墨皴、大小勾雲法、染雲、瀑布、波濤等。課程由淺入深，使學員領會花鳥山水畫設色的技巧，與多姿多彩的變化。每講均有臨場示範，實習、欣賞及派發畫稿，歡迎初學及有興趣人仕均可參加研習。（限收十八人）。

#### **765. 宋院花鳥畫 (Sung School of Flowers & Birds Paintings)**

主講人：鄧昶立先生

地點：九龍柯士甸道 162 號聖瑪利嘉諾撒女書院 53 室（金巴利道入口）

時間：一九九零年一月五日起每星期五下午六時卅分至八時

全期學費：二百元 （共七講）

宋朝是花鳥畫全盛時期，主要分為勾勒法——以線描為主，色彩富麗，力求寫實。沒骨法——以自然為主，取其形態、神韻，著重運筆，用墨，用水，設色，用紙，絹，構圖，寫生等，題材包括花卉，鳥類，昆蟲，魚類，樹石等等……適合初學及有興趣人仕均可參加研習，每講均有臨場實習，示範及派發畫稿，以作臨摹及參考。（限收二十人）。

#### **766. 中國山水畫 (Chinese Landscape Painting)**

主講人：吳祖蔭先生

地點：九龍柯士甸道 162 號聖瑪利嘉諾女書院 24 室（金巴利道入口）

時間：一九八九年十月二日起每星期一下午六時卅分至八時卅分

全期學費：二百二十五元 （共九講）

分階段以理論及示範同時施教，在九講之課程中，由淺入深，使學員明白山水畫樹石，構圖要訣，基本皴法及種類，對畫面皴法之統一，點苔之要義及作用，用筆及用墨之要點及變化，控制水份，粗筆及幼筆之作用，畫面之深淺遠近，透視比例，最後能達至墨韻之要義，並兼教繪雲海及瀑布之畫法及山水畫之設色技巧，如何將真實風景經過美化後套入中國畫法，構成一幅圖畫，並講解兼示範各種畫法應避忌之處，逐一指出，使初學山水畫之學員於短期內亦能自繪簡單之山水國畫，作日後深入研究之初階。（限收二十五人）。

### 767. 中國山水畫技法 (Methods of Chinese Landscape Painting)

主講人：吳祖蔭先生

地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院24室（金巴利道入口）

時間：一九八九年十二月十一日起每星期一下午六時卅分至八時卅分

全期學費：二百二十五元（共八講）

本課程專供修業完畢初級山水國畫班之學員作深入山水國畫之技法研究，除簡略重溫習基本畫法外，更進一步研究山水國畫之技法如構圖，皴擦，運筆，用墨、染墨，染色，乾筆之蒼茫，濕筆之潤厚及乾濕筆之並用，點綫之美化等技巧及其效果，並示範如何達氣韻生動及氣勢磅礴之境界，更進一步研究瀑布及雲海之繪寫過程及技巧，亦根據學員之成績調節課程漸進入較高深之技法研討，更為愛好繪寫雲海及瀑布之學員作深入之講解及研究，理論與即席示範兼施。

（限收二十人）。

### 768. 國畫花鳥蟲魚寫作技法

(Flowers, Birds, Insects & Fish in Chinese Paintings)

主講人：徐達之先生

地點：香港大學鈕魯詩樓229室

時間：一九八九年九月三十日起每星期六下午二時四十分至四時十分

全期學費：三百八十五元（共二十講）

本課程為適應對國畫有基本研習而於花鳥蟲魚寫作有研習興趣者而設。內容包括：（一）春夏秋冬四季花卉；（二）各類飛禽翎毛；（三）蜂蝶草蟲；（四）魚蝦水族；（五）花鳥配合構圖；（六）蜂蝶花卉配合構圖；（七）魚蝦花卉配合構圖；（八）花鳥蟲魚綜合構圖；（九）各類畫面題字、用印等寫作技法；（十）每課印發講義，並附習作樣本；（十一）每課隨堂示範寫作技法，包括構圖、調色、運筆輕、重、緩、急、起伏頓挫；用墨、用色、乾濕濃淡，用水渲染掃潑、漬點及各類紙絹不同性質效果的寫作方法，並即堂批改習作。

本課程共講授三十小時（花鳥寫作佔十八小時；魚蝦草蟲佔十二小時）

凡曾選習花鳥畫課程或未曾選習者，均可參加研習。（限收二十五人）。

## 769. 中國歷代各體書法結合寫作研習 (Styles in Chinese Calligraphy)

主講人：徐達之先生

地點：香港大學鈕魯詩樓229室

時間：一九八九年九月三十日起每星期六下午四時二十分至五時五十分

全期學費：三百八十五元（共二十講）

本課程為適應對中國書法有研習興趣，而稍有書法基礎，為進一步研習歷代各體書法及其結合寫作技法者而設。內容包括：(一)甲骨文書法風格，(二)王孫鍾書法風格，(三)毛公鼎書法風格，(四)石鼓文書法風格，(五)繹山碑小篆書法風格，(六)天發神讖書法風格，(七)石門頌與石門銘書法風格，(八)瘞鶴銘書法風格，(九)禮器、史晨、乙瑛，張遷漢碑書法風格，(十)龍門二十品書法風格，(十一)魏晉鍾繇、王羲之書法風格，(十二)唐宋：歐，虞，褚，顏，柳，蘇，黃，米，蔡等書法風格，(十三)欣賞各體書法之神韻，(十四)結合各體書法之寫作。欣賞與研習同時並進。(十五)每課編發講義並附習作樣稿，(十六)隨堂示範並批改習作。(限收二十五人)。

## 770. 國畫人物與走獸構圖寫作研習

(Figures & Animals in Chinese Paintings)

主講人：徐達之先生

地點：香港太古城地利亞修女紀念中學502室（小學部英皇道入口）

時間：一九八九年十月二日起每星期一下午七時至九時

全期學費：三百八十五元（共十五講）

本課程為適應對中國古代人物畫和現代人物畫，以及馬牛羊虎兔等走獸的描繪有研習興趣者設。內容包括：(一)白描人物畫，(二)潑墨人物畫，(三)古代美人畫，(四)現代仕女畫，(五)馬牛羊虎兔等走獸的古畫欣賞，(六)馬牛羊虎兔等個別描繪技法，(七)各類走獸畫的構圖，(八)即席示範批改習作，(九)每課編發講義並附習作樣稿。

附記：本課程以人物畫為重點，走獸畫為副。（限收二十五人）。

## 771. 歷代名家書法藝術研習

(Eminent Chinese Calligraphers of Different Periods)

主講人：徐達之先生

地點：香港太古城地利亞修女紀念中學502室（小學部英皇道入口）

時間：一九八九年十月四日起每星期三下午七時至九時

全期學費：三百八十五元（共十五講）

中國書法具有高度的藝術性，不但國人愛好，且為國際人士所激賞，歷代書寫名家輩出，更有不少書法藝術墨蹟流傳於世，成為不朽的藝術傑作，並為後世研習書法藝術的典範。

本課程特為有志研習歷代名家書法藝術者而設。內容包括：（一）大篆石鼓文書法藝術；（二）小篆繹山碑書法藝術；（三）古隸書法藝術；（四）八分書法藝術；（五）魏碑書法藝術；（六）晉代名家書法藝術；（七）唐代名家書法藝術；（八）宋代名家書法藝術；（九）元代名家書法藝術；（十）明清名家書法藝術；（十一）每課印發講義與習作樣本；（十二）每課隨堂示範寫作技法，包括執筆、運筆輕重緩急、起伏頓挫、用墨之濃淡乾濕，用水之多少份量，各類紙絹性能與寫作方法等，並批改習作。

本課程共講授三十小時，大篆、小篆佔六小時，古隸、八分佔六小時，魏晉名家六小時，唐宋名家六小時，元、明、清名家六小時。

凡會選習書法課程或有書法寫作興趣者，均可參加研習。（限收二十五人）。

## 772. 現代山水畫法 (Modern Chinese Landscape Painting)

主講人：唐承安先生

地點：香港大學校外課程市區中心16室（信德中心西翼九樓）

時間：一九八九年十月六日起每星期五下午六時三十分至八時

全期學費：二百八十五元（共十五講）

山水畫久為畫壇所重視，大抵因：自然界本身的風景美、有人造的附着物、部份人們的生活，綜合起來，計有崇山茂林、烟雲澗瀑、湖海波濤、平遠深邃、風雨雪日、氣候時序。與乎屋宇廟觀、亭臺樓閣、舟車橋樑、田疇堤壩，更有樵夫牧豎、漁父詩翁、遊人野客、不一而足。是之謂取之無禁、用之不竭者也。

至於現代山水畫法，不外把陳陳相因，千篇一律的公式化的流幣，從新接受大自然之至美時代的需要。以言畫材，則目之所見，皆可描寫。若乎構圖，但求自然，不拘一格。而大自然之變化無窮，作者心目之觀感有別，更不能不萬分注意！

本課對上述各項加以探索外，復重筆墨線點，烘托、點綴、皴擦、渲染、以

至款識題詠，均有確切之說明，和示範，並映彩色畫片，以供參考，務使導致學者進入藝術領域的路向。

### 書法講座（一）教師班

### (The Learning and Teaching of Chinese Calligraphy I)

本課程專為初學書法的教師而設，講授書法基礎知識。目標有二：（一）引起教師們對書法藝術的興趣，進而學習傳統書法的基本理論和實踐，以建立書學研習的基礎。（二）教師們在研習中，掌握了書法藝術學習上循序漸進的基本理論與方法，便可在學校教學中指導學生們進行學習。凡對書法藝術有興趣，而能撥出時間進行練習者，歡迎參加研習。

本期開設下列兩班，編號 **773** 及 **774**，每班限收二十人。

申請教育署退還半費手續：凡政府、資助或私立學校之教師修讀以上課程，均可向教育署申請退還半費，請於接獲本部取錄函件及申請書後，連同學費收據，逕向教育署申請。（如欲申請教育署退還半費者，須於九月十一日前向本部報名）。

#### **773. 王齊樂先生主講**

地點：香港大學校外課程部市區中心29室（信德中心西翼九樓）

時間：一九八九年九月廿一日起每星期四上午九時至十一時

全期學費：四百八十元（共十八講）

#### **774. 王齊樂先生主講**

地點：香港大學校外課程部市區中心29室（信德中心西翼九樓）

時間：一九八九年九月廿一日起每星期四下午三時至五時

全期學費：四百八十元（共十八講）

### 書法講座（二）教師班

### (The Learning and Teaching of Chinese Calligraphy II)

本課程是「書法講座（一）」的延續，目標相同，歡迎已完成「書法講座（一）」的學員，或對書法藝術的理論與實踐已稍有基礎的教師參加。

本期開設下列兩班，編號 **775** 及 **776**，每班限收二十人。

#### **775. 王齊樂先生主講**

地點：香港大學校外課程部市區中心29室（信德中心西翼九樓）

時 間：一九八九年九月廿五日起每星期一上午九時至十一時  
全期學費：四百八十元 (共十八講)。

**776. 王齊樂先生主講**

地 點：香港大學校外課程部市區中心29室 (信德中心西翼九樓)  
時 間：一九八九年九月廿五日起每星期一下午三時至五時  
全期學費：四百八十元 (共十八講)

**書法講座（三）教師班**

**(The Learning and Teaching of Chinese Calligraphy III)**

本課程是「書法講座（二）」的延續，目標相同，而研習方面，除對理論與實踐作深入研討外，更利用集體切磋，以提高認識。同時，並將根據個別學員的興趣愛好而發展所長。歡迎已完成「書法講座（二）」的學員或相當程度的教師參加研習。

本期開設下列兩班，編號 **777** 及 **778**，每班限收十二人。

**777. 王齊樂先生主講**

地 點：香港大學校外課程部市區中心29室 (信德中心西翼九樓)  
時 間：一九八九年十月四日起每星期三上午九時至十一時  
全期學費：四百八十五元 (共十四講)

**778. 王齊樂先生主講**

地 點：香港大學校外課程部市區中心29室 (信德中心西翼九樓)  
時 間：一九八九年十月四日起每星期三下午三時至五時  
全期學費：四百八十五元 (共十四講)

**779. 篆刻與印章 (Seal Engraving)**

主講人：盧人俊先生

地 點：九龍柯士甸道162號聖瑪利嘉諾撒女書院24室 (金巴利道入口)  
時 間：一九八九年九月廿九日起每星期五下午六時十五分至七時四十五分  
全期學費：二百一十五元 (共十二講)

學習刻印，務使學印者在短期之內領悟刻印的方法，刻印的樂趣，盡量着重實踐，手法和刀法等技巧，使學印者對刻印的基本概念，有全面的認識，包括自製刻刀方法與自製印章錦匣等等。使學者認識到刻印會豐富人生，賞印亦是一種生活情趣。

## 780. 篆刻技巧與印石 (The Art of Seal Engraving)

主講人：盧人俊先生

地點：香港大學校外課程部市區中心16室（信德中心西翼九樓）

時間：一九八九年九月卅日起每星期六下午四時十五分至五時四十五分

全期學費：二百一十五元（共十二講）

篆刻乃由文學、美術及雕刻三者結合而成的一種藝術，本課程對理論、篆刻技巧、印石種類等詳為講解，示範，印石實物介紹和說明。全期課程均以實踐為主，務使學印者在短期之內，深切領略篆刻方法，體驗自刻印章的樂趣。

## 篆刻深造班 (Advanced Seal Engraving)

深造班專為已完成篆刻初級班人士或有篆刻基礎和興趣繼續深造者而設。此深造班課程全面以篆刻示範，治印技巧。學員作業，導師改印，教與學均以實踐為主。復以刀法、手法，佈白等等為輔。務令學員刻印盡量領略方寸之間的篆刻藝術，讓學印者多嘗治印的樂趣。

本期開設下列兩班，編號 781 及 782，每班限收二十五人。

### 781. 廬人俊先生主講

地點：九龍柯士甸道162號聖瑪利嘉諾撒女書院24室（金巴利道入口）

時間：一九九零年一月五日起每星期五下午六時十五分至七時四十五分

全期學費：一百五十元（共八講）

### 782. 廬人俊先生主講

地點：香港大學校外課程部市區中心16室（信德中心西翼九樓）

時間：一九九零年一月六日起每星期六下午四時十五分至五時四十五分

全期學費：一百五十元（共八講）

In order to receive the next issue of this  
Prospectus, please turn to page 262.

# Philosophy

*Staff Tutor: Koon-ki T. Ho, Telephone 5-8592787*

## **London University External B.A. Degree in Philosophy**

The Department of Extra-Mural Studies in conjunction with the Department of Philosophy and the Hong Kong Philosophy Society offer the following courses to help candidates prepare for the London University External B.A. Degree in Philosophy.

### **791. Paper I. Logic & Methodology.**

Laurence Goldstein, B.A. (Liv.), Ph.D. (St.Andrews), Reader in Philosophy, University of Hong Kong, and K. P. Yu, B.A., M.Phil. (H.K.). *Mondays, 7.15-9.15 p.m., starting October 16, 1989. Room 101, Runme Shaw Building, University of Hong Kong. 25 meetings.* **Fee: \$1,300**

### **792. Paper III. Ethics.**

Stephen M. H. Sze, B.A., M.Phil. (C.U.H.K.), Dr.phil. (Free Berlin). *Wednesdays, 7.45-9.45 p.m., starting October 18, 1989. Room 13, Extra-Mural Town Centre, Shun Tak Centre. West Tower, 9/F. 25 meetings.* **Fee: \$1,300**

### **793. Paper IV. Greek Philosophy from the beginning to Aristotle.**

F. C. T. Moore, M.A., D.Phil. (Oxon.), Professor of Philosophy, University of Hong Kong, and C. G. New, M.A. (Oxon.), Senior Lecturer in Philosophy, University of Hong Kong. *Tuesdays, 6.30-8.30 p.m., starting October 17, 1989. Room 208, Run Run Shaw Building, University of Hong Kong. 25 meetings.* **Fee: \$1,300**

### **794. Paper VIII. Philosophy of Kant.**

Stephen Palmquist, B.A. (Westmont), D.Phil. (Oxford). *Thursdays, 5.45-7.30 p.m., starting January 11, 1990. Room 28, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 20 meetings.* **Fee: \$1,300**

Students are expected to attend lectures and tutorials regularly, read assigned texts and prepare at least 2 assignments for each paper.

Registration as External Students with the London University is the students' own responsibility.

Applicants who have registered with the London University as External Students will be given preference. Anyone interested in these courses will also be considered.

*Please write in for details and special application form enclosing a stamped self-addressed envelope. Closing date for applications: September 22, 1989.*

### **哲學概論文憑課程〔與香港哲學會合辦〕 (Certificate in Philosophy)**

宗旨：(一)培養批判思考能力；(二)引介重要哲學問題；(三)揭示哲學與現代生活的關係；(四)介紹中國哲學主流；及(五)訓練閱讀哲學著作之能力。

課程大綱：這是一個哲學入門課程，對象是有興趣探索人生及宇宙等終極問題的人士，藉着展示歷來哲學家對這些問題的思考結果，讓學員掌握解決問題的途徑及必須的工具，從而明瞭哲學的特性與意義。

本課程分兩部份，第一部份「哲學基礎」包括哲學導論、思考方法、西方哲學史。第二部份「哲學專題」包括哲學專題、中國哲學及中、西方哲學原著選讀。

學員可隨意選修「哲學基礎」或「哲學專題」，有意考取文憑者，則須於申請時一併報讀兩部份。

課程主任：黃慧英女士，B. A., M. Phil., Ph. D. (C.U.H.K.), M.A. (York)

主講人：吳甞先生，M. Phil., Ph.D. Candidate (New Asia Institute for Advanced Chinese Studies)

陶國璋先生，Ph. D. (New Asia Institute for Advanced Chinese Studies)

葉錦明女士，B. A., M. Phil., Ph. D. Candidate (C.U.H.K.)

文潔華女士，B. A., M. Phil., Ph. D. Candidate (C.U.H.K.)

張燦輝先生，B. A., M. Phil. (C.U.H.K.), Dr. phil. (Freiburg)

及香港哲學會社員

入學資格：高等或高級程度會考合格或以上程度

全期學費：二千元

報名手續：申請者請於九月十六日前將(一)填妥之申請表格，連同學費；(二)半身照乙張；(三)學歷證件副本及貼足郵票的回郵信封乙個；(四)一篇約三百字的短文，說明選修本課程的目的及對本課程的期望，寄回香港大學校外課程部，申請時須註明修讀課程的編號及是否有意考取文憑。

結業文憑：學員於完成兩部份課程後，若能符合下列條件，則可得本部頒發之文憑：  
(一)出席率超過百分之八十；(二)完成所有作業；(三)考試合格。

### 795. 哲學基礎

地點：香港大學校外課程部市區中心10室（信德中心西翼九樓）  
時間：一九八九年九月三十日起每星期三（下午八時至九時三十分）及星期六  
（下午二時十五分至四時十五分）  
全期學費：九百五十元（共三十講）

### 796. 哲學專題

地點：香港大學校外課程部市區中心10室（信德中心西翼九樓）  
時間：一九九零年二月三日起每星期三（下午八時至九時三十分）及星期六  
（下午二時十五分至四時十五分）  
全期學費：一千〇五十元（共三十四講）

### 797. 哲學導論（Introduction to Philosophy）

主講人：吳弔先生，M. Phil., Ph. D. Candidate (New Asia Institute for Advanced Chinese Studies)  
地點：香港大學校外課程部市區中心16室（信德中心西翼九樓）  
時間：一九八九年九月二十六日起每星期二下午八時零五分至九時三十五分  
全期學費：二百二十元（共十二講）

現代人類一方面知識膨脹，另一方面却因為觀念混亂，價值失落而陷入迷茫。哲學，是每一時代的智者所點燃的理性燈塔，照亮人類生命的航道。

本課程既屬導論性質，將注重啟發批判性之思維模式，以問題為中心，培養哲學思辨。內容包括下列三部份：(一)知識論—甚麼是知識，知識成立之根據，知識之成素與結構、知識之極限等問題。(二)形上學—形上學之意義與可能性、本體論、宇宙論等問題。(三)價值論—價值之根源、價值之相對性與絕對性、自由與道德等問題。

### 798. 從綠色思想到綠色生活（From Thinking Green to Living Green）

主講人：綠色力量負責人（周兆祥、梁燕城、袁大明等）  
地點：香港大學校外課程部市區中心29室（信德中心西翼九樓）  
時間：一九八九年九月三十日起每星期六下午三時至四時三十分  
全期學費：二百二十元（共十二講）

本課程透過資料分析與堂上討論，介紹當前流行的思潮「綠色哲學」，說明這套人生觀世界觀與今日香港人的生活與未來有什麼關係，我們每個人可以怎樣落實「綠色」的原則，令自己生活幸福安全，爭取可以維持下去的人類文明。各講主題如下：(一)綠色思想的基本原則；(二)綠色政治的歷史與理論；(三)綠色思想與東方宗教哲學；(四)綠色哲學與現代西方思潮；(五)綠色思想與科技；(六)綠色經濟觀；(七)綠色運動中女性的角色；(八)綠色傳媒與教育工作；(九)綠色政治的落實；(十)綠色醫療觀；(十一)綠色人生的靈性境界；(十二)綠色生活怎樣落實。

## 799. 美學入門 (Introduction to Aesthetics)

主講人：李懷謙先生，B Soc Sc. (HK)

地點：香港大學本部大樓142室

時間：一九八九年十月五日起每星期四下午六時卅分至八時

全期學費：二百一十五元 (共十講)

西方美學是一門多元化和複雜的學問。自從在十八世紀由德國人鮑姆加敦定名成立以後，美學的研究範圍就愈來愈廣。雖然基本上美學研究是純理論的，但是有很多美學理論也為藝術工作者提供了深刻的啟發和指導。

本課程為對美學有興趣的人士而設，旨在介紹研究美學最基本的知識。討論題目包括美的性質；美感態度；藝術與現實的關係；視覺和視覺藝術；藝術的形式和內容；藝術欣賞與批評；中西美學比較和美育等。講者除廣泛討論有關美學的問題外，更會幫助學員將從過往實踐得來的經驗總結成理論，作為將來實踐的指引，並藉此提高自己的藝術修養。

## 800. 大思想家及最新思想方法 (Great Thinkers and New Thinking Methods)

主講人：鄭炯堅先生，M Phil (CUHK)

地點：香港大學厲樹雄科學館101室

時間：一九八九年九月二十九日起每星期五下午六時十五分至七時四十五分

全期學費：二百三十元 (共十二講)

本課程教法着重討論與心得交流，力求提高學員對日常生活問題之正確思想能力。內容深入淺出，初學可懂：(一)大思想家之特色；(二)現代大思想家最新思想法分類與評價：抽象(邏輯)思想、形象(直感)思想、靈感(頓悟)思想、詭辯思想、幻象思想、過敏思想；垂直(凝聚)思想、水平(散發)思想；(三)現代「解決問題」之新法分析：試誤式、領悟性、推理式、創造式；(四)評現代「語理分析」之優劣點及補救之道；(五)現代諾貝爾獎得主及其他大思

想家之思想選評；（六）如何思「不可思議」？（七）謬誤特色、墨守繩規之「定勢」思想、真理標準。

### 801. 真善美哲學 (Philosophy of Truth, Goodness and Beauty)

主講人：鄭炯堅先生，M. Phil. (C.U.H.K.)

地點：香港大學鳳樹雄科學館101室

時間：一九八九年九月二十九日起每星期五下午八時至九時三十分

全期學費：二百三十元（共十二講）

真善美是人生最高之目的及最高價值之境界。

本課程通過哲學方式詳加探討。選講範圍：（一）論哲學之意義、價值；（二）真善美為何是人生最高目的及價值境界？如何轉成淺易人生日用？（三）真善美與「知」、「情」、「意」及「誤」、「惡」、「醜」之辯證關係；（四）哲學、科學、宗教、道德、文藝等如何表現真、善、美。

專題研究：（一）真：思想求真之精簡規律；感性、知性及理性之求真要訣；求「理」與求「真」何別？何謂理之六型與真之五義？（配合「大思想家最新思想法」課程）；（二）善：何謂天理良心？社會福利可否代替道德？何謂廿世紀新道德觀？（三）美：美與愛情；精釋醜惡美、病態美、缺陷美、殘酷美、可憐美、不整美及內在美等。

### 報名從速

報名人數是本部得悉外界對本部課程的反應的唯一途徑。報名人數不足，可能導致有關課程延期舉行甚至被迫取消。敬希有志修讀本部課程者從速報名。

# Political Science

*Staff Tutor: Koon-ki T. Ho, Telephone 5-8592792*

## 806. 中華人民共和國的政教關係

**(The Relations between Politics and Religions in People's Republic of China)**

主講人：梁潔芬修女，B.A., M.A. ( H.K. ), Ph.D. ( Lond. )

地點：香港大學校外課程部市區中心28室

時間：一九八九年十月五日起每星期四下午六時至七時卅分

全期學費：二百四十元 (共十二講)

1997年後，香港人是否仍享有現存的宗教信仰自由，是本港數十萬信徒都十分關心的事情。探討大陸政府對基督教及天主教的政策，有助我們明瞭中國對信教人士的態度。下列十二講，試從文化、政治及意識形態等角度去看中國的宗教政策及政教關係：(一)前導：十六世紀中國對西方宗教的態度；(二)十九世紀清末中國與信教人士的關係；(三)中國共產黨在1949年前與基督教及天主教教會的關係；(四)1949年立國以後的宗教政策及宗教生活；(五)韓戰時期的政教衝突；(六)大躍進及文革時期的政教關係；(七)四化時期的宗教政策；(八)天主教對共產國家的「東方政策」(OSTPOLITIK)；(九)四化時期中國與基督教及天主教教會的往還(上)；(十)四化時期中國與基督教教會的往還(下)；(十一)今日天主教及基督教對中國民生的影響；(十二)基督教及天主教在中國大陸發展的展望。

## 807. 行政管理學導論 (Introduction to Public Administration)

主講人：梁君國先生，Ph. D. (Lond.)

講授語言：國語(輔以粵語)

地點：香港大學校外課程部市區中心21室(信德中心西翼九樓)

時間：一九八九年十月十日起每星期二下午八時至九時卅分

全期學費：二百五十元 (共十講)

本課程是專為中國內地來港或香港往國內從事行政管理工作的人士而設，旨在探討行政管理學的基本概念，結合現今中國的實踐經驗來分析國內的行政管理現象。講授內容包括：(一)行政管理的本質與意義；(二)行政組織：理論、結構與行為；(三)行政管理問題：「官僚政治」與行政責任；(四)公共行政：決策過程與障礙及(五)中國的行政管理問題與解決途徑。

# Psychology

*Staff Tutor: Mrs. Y. L. Cheng, Telephone 5-8592787*

## 811. An Appreciation of Psychology.

*Mak Yung-sung, B.A. (Psychology), Cert.Ed. Fridays, 6.15-7.45 p.m., starting September 29, 1989. Room 208, Run Run Shaw Building, University of Hong Kong. 10 meetings.*

**Fee: \$230**

For the past several decades, people's interest in psychology and awareness of self have significantly increased. This course is designed for those who are interested in knowing what psychology is and how psychologists attempt to accomplish the task of understanding human behaviour. Different topics such as development, learning, memory, abnormal behaviour and social psychology etc. will be covered during the 10 meetings. The format of the class is a combination of activities, experiments, group work and lectures so that participants can gain first hand knowledge and appreciate how psychological knowledge can be applied in daily life.

**Fee Refund:** on being accepted for this course, teachers in secondary schools will be sent a half fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools. (*Closing date for enrolment at the Extra-Mural Department: 10 days before the commencement of the course.*)

## 812. 精神健康與變態心理學導論 (Introduction to Mental Health and Abnormal Psychology)

主講人：區美蘭女士（臨牀心理學碩士）

地點：香港大學校外課程部市區中心24室（信德中心西翼九樓）

時間：一九八九年九月二十七日起每星期三下午六時三十分至八時

全期學費：三百四十五元（共十三講）

本課程是為對精神健康有興趣的人士而設，旨在增加一般人對精神病的認識，並提供促進精神健康的方法。內容主要分析何謂變態心理，介紹常見的變態心理癥狀成因和處理此等問題的方法。範圍包括「正常」和「變態」的概念，神經官能症，精神症，情感失常，異態性心理，性格失常，兒童及青少年心理問題，和維持心理健康的要素等等。

本課程共分十三講，形式主要包括講座，個案分析和小組討論，授課以中文為主，參加者應具有中五或以上程度。

申請教育署退還半費手續：凡政府、資助或私立學校之教師修讀以上課程，均可向教育署申請退還半費。請於接獲本部取錄函件及申請書後，連同學費收據，逕向教育署申請。（如欲申請教育署退還半費者，須於九月十七日前向本部報名）。

### **813. 心理學導論（一）(Introductory Psychology I)**

主講人：黃世強碩士

地點：香港大學校外課程部市區中心14室（信德中心西翼九樓）

時間：一九八九年九月二十六日起每星期二下午六時至七時三十分

全期學費：二百七十元（共十二講）

在過去數十年來，一般人對心理學的興趣都不斷加增，為使學員對心理學有基本認識，特別提供心理學導論課程，整個課程將分為兩部份，第一部份在本季介紹普通心理學的綱要，第二部份在明年春季上課，集中研讀社會心理學。

心理學導論（一）內容包括：心理學之概念，源流及派別，學習的理論和歷程，記憶與遺忘；動機的性質，生理及心理的動機；感覺與知覺等。

### **814. 情緒抑鬱症：成因，併發症及輔導工作**

**(Depression: Causations, complications and  
counselling approaches)**

主講人：鄧素琴博士（臨牀心理學博士）

地點：香港大學校外課程部市區中心14室（信德中心西翼九樓）

時間：一九八九年九月二十九日起每星期五下午六時至八時

全期學費：三百一十元（共十講）

本課程是專為教師、護士、輔導員及社會工作人員而設。課程內容包括：（一）情緒抑鬱症各種成因及輔導模式如生理、心理分析、心理動力、學習認知、人際關係、學習無助及社會壓力等。（二）不同類型的情緒抑鬱症及其併發症。（三）如何預早察覺自殺危機及其適當輔導法。（限收三十人）。

申請教育署退還半費手續：凡政府、資助或私立學校之教師修讀以上課程，均可向教育署申請退還半費。請於接獲本部取錄函件及申請書後，連同學費收據，逕向教育署申請。（如欲申請教育署退還半費者，須於九月十九日前向本部報名）

## 815. 性格的透視與發展

### (Understanding and Developing Personality)

主講人：吳乃江先生（臨牀心理學碩士）

地點：香港大學校外課程部市區中心14室（信德中心西翼九樓）

時間：一九八九年九月二十六日起每星期二下午七時四十五分至九時四十五分

全期學費：三百元（共九講）

每個人的思想、情緒、行為、人際關係等各方面都很受他的性格所影響，大多數人都會受某些性格所限而未能將本身的潛能充份的發揮。況且現代人生活緊張，精神壓力大，如果本身的性格不健全；或者不了解自己性格的特點，便很容易產生身體或心理方面的毛病，例如胃潰瘍、心臟病、神經緊張、抑鬱症等。另一方面，了解自己及別人的獨特性格，加以接納、欣賞、改善和發揮，將會是一個莫大的寶藏，不單只可以改善個人的問題，而且有助於創造和掌握美滿的生活。這課程是特別為那些希望更加認識自己及別人的性格的人士而設，目的是促進參加者及其關心的對象的心理健康和性格發展。

本課程內容包括：（一）性格心理學的基本理論，（二）性格的發展和形成因素；（三）性格的類型和特色；（四）家庭和童年經歷對性格的影響；（五）從人際關係的層面中去了解性格；（六）性格與精神壓力和心理健康的關係；（七）如何針對性格中的長處和短處發展自己和別人的性格。上課形式除講授外並有小組討論，角色扮演、性格測驗及模擬講習等。（限收三十五人）。

申請教育署退還半費手續：凡政府、資助或私立學校之教師修讀以上課程，均可向教育署申請退還半費。請於接獲本部取錄函件及申請書後，連同學費收據，逕向教育署申請。（如欲申請教育署退還半費者，須於九月十六日前向本部報名）。

## 816. 心理學與神祕世界 (Psychology and Mysterious World)

主講人：鄭炯堅碩士

地點：香港大學校外課程部市區中心23室（信德中心西翼九樓）。

時間：一九八九年十月三日起每星期二下午八時至九時三十分

全期學費：二百七十元（共十二講）

本課程以心理學為核心，附以科哲、宗教、民族學及人類學等觀點，純客觀分析及介紹富有實用性及影響性之心理及超心理趣題。

選講範圍：（一）比較超心理學與心理學；（二）「笑」與「自我」之心理哲學

觀，(三)心理與生理之週期性及生物鐘、身心互影、心理病（附論：神醫）；(四)精神分裂、變態、異化；(五)催眠術、潛意識、第六感、靈感；(六)天才、神童、胎教、遺傳（附論：剖腹生子造命法）；(七)夢與預兆、利用睡眠學習及矯正陋習法、造夢法、析夢法。（附論：鬼壓研究及解救法）；(八)氣功與特異功能，神通；(九)記憶奇談（附論：利用記憶過去以預知未來）、神話、社會風習等迷信及神秘心理；(十)宗教、靈魂、鬼神、通靈、因果報應及輪迴再生（附論：驅魔人）；掌相命、占卜、求簽、扶乩、風水；(十一)命運與自由。

### 報名從速

報名人數是本部得悉外界對本部課程的反應的唯一途徑。報名人數不足，可能導致有關課程延期舉行甚至被迫取消。敬希有志修讀本部課程者從速報名。

**In order to receive the next issue of this  
Prospectus, please turn to page 262.**

如欲收到下期課程手冊，  
請翻閱第 262 頁。

# **Science & Mathematics**

*Staff Tutor: Stephen W. N. Wu, Telephone 5-8592789*

## **831. Robots.**

*Joseph Wong, B.Sc. (Texas). Mondays, 6.20–7.50 p.m., starting October 2, 1989. Room 11, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 6 meetings.*

**Fee: \$200**

Robotics is one of the fastest growing technologies in the world of science and industry. Due to its increasing role in the manufacturing industry, a basic understanding of the market, structure and application of robots will be of interest to people in all walks of life. After this course participants should understand how robots work and have an idea of the types of robots and the future developments of robotics. Topics to be discussed include: general information on robots; physical configuration; drive methods; sensors; controls and control methods; and applications of robots.

## **832. Introduction to Human Cytogenetics and its Applications.**

*Ruth Capon, B.Sc., M.Sc. (Sheffield). Fridays, 6.30–8.00 p.m., starting October 6, 1989. Room 23, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 6 meetings.*

**Fee: \$200**

Cytogenetics is the study of chromosomes which carry the genetic information that controls the development of most living organisms. Topics to be discussed include: appearance of normal human chromosomes; methods of studying chromosomes both before and after birth; reasons for studying cytogenetics; major abnormalities and diseases caused by chromosome changes in the use of harmless variations in the detection of nearby harmful and hard-to-detect variations; a discussion on chromosome changes thought to be related to some types of cancer; theories of cancer formation; and the response of some cancers to drug treatment. Participants are not expected to have a rigorous biology background and the course should be suitable for those with an interest in human genetics.

## **833. A Short Course on Ecology.**

*Doris Au, Hons.Dip. (Baptist College). Thursdays, 7.15–8.45 p.m., starting November 23, 1989. Room 101, Runme Shaw Building, University of Hong Kong. 6 meetings.*

**Fee: \$200**

Ecology is the study of organisms in relation to their environment. The first part of the course will discuss: basic and general concepts of ecosystems; ecological niche; types of interactions amongst organisms; and their adaptations to survive in different environments. A brief study of animal behaviour with reference to hierarchy and territorial behaviour will also be included. The second part of the course will concentrate on: impact of man on environment; classification of pollutions; the idea of conservation; utilization of waste and waste recycling. Participants are expected to have biology background at secondary school level.

#### **834. Electromedical Safety**

F. Chan, B.Sc. (Eng.) (H.K.), M.Sc. (Aberdeen), C.Eng., M.I.E.R.E., M.H.K.I.E., M.I.E.E.E. *Mondays, 6.20–7.50 p.m., starting September 25, 1989. Room G4, James Hsioung Lee Science Building, University of Hong Kong. 5 meetings.*

**Fee: \$180**

The aim of this course is to provide a general introduction of some theoretical and practical aspects of electromedical safety. Personnel engaged in the handling of electromedical equipment such as nurses, doctors and instrument maintenance technicians should find the course useful. Topics to be discussed include: an introduction to electromedical safety; basic electricity and equipment classification; physiological effects of electricity; electric shock and earthing; safe operation of electromedical equipment; and a review of some hazardous cases or situations.

#### **835. Development of Kidney Stones (Urolithiasis)**

M. D. I. Gohel, B.Sc. (Florida), M.Phil. (H.K. Poly.). *Mondays, 8.00–9.30 p.m., starting November 27, 1989. Room 11, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 4 meetings.*

**Fee: \$130**

This course will give a general coverage of the various factors determining the formation of kidney stones (urolithiasis). Topics to be covered include: types of kidney stones and their detection; role of age, sex, diet, environmental and hereditary factors in stone development; and possible management methods. After this course, participants should have an idea of the do's and don'ts for minimizing the chances for stone formation. A knowledge of basic biology may be helpful, though not necessary, in appreciating the course.

#### **836. A Layman's Approach to Microcomputers**

Joe C. M. Poon, B.Sc., Ph.D. (Sussex). *Mondays, 6.20–7.50 p.m., starting November 20, 1989. Room 11, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 5 meetings.*

**Fee: \$170**

The aim of this course is to enable participants to become computer literate and have an overview of the breadth, depth and fascinations of microcomputers. Participants are not expected to have any prior knowledge of computers.

Topics to be discussed include: introduction to microprocessors; an overview on hardware; component-level devices; microcomputer architecture; an overview on software; computer languages, software developments; microcomputer I/O system; and anatomy of IBM PC and PS2.

### **837. A Revision Course on Calculus & Co-ordinate Geometry**

C. M. Cheng, B.Sc. (H.K.). *Mondays, 6.30–8.00 p.m., starting November 6, 1989. Room G4, James Hsioung Lee Science Building, University of Hong Kong. 7 meetings.*

**Fee: \$240**

This revision course covers some basic concepts relating to calculus and co-ordinate geometry. Topics include: functions; limit, continuity and differentiability; derivative, mini-max problems and their applications; integration and its methods; Cartesian and polar co-ordinate systems, translation and rotation; straight line, circle and conic sections; plane curves; and 3-dimensional co-ordinates. Participants are expected to have mathematical knowledge at Form 5 level. *Enrolment is limited to 30.*

### **838. Elementary Statistics I. Probabilities**

K. Liu, B.Sc., M.Phil. (C.N.A.A.). *Mondays, 8.00–9.30 p.m., starting September 25, 1989. Room 11, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 8 meetings.*

**Fee: \$280**

This course is designed to give an introduction of the basic concepts of probabilities and their applications. It is suitable for researchers in science, social science and business. Candidates preparing for various professional examinations should also find this course relevant to their studies. Topics to be discussed include: permutation and combination; probabilities and probability distributions; different types of distributions including the binomial, Poisson, hypergeometric, negative binomial, normal, exponential, gamma, beta, Student's t- and chi-square; mathematical expectation; conditional and marginal distributions; moment generating function, probability generating function and their properties. Participants with a knowledge of elementary calculus are preferred. *Lectures will be conducted in English and supplemented with Cantonese.*

### **839. An Introduction to the Geometry of Surfaces**

K. M. Fan, B.Sc. (N.T.U.), M.A. (U.C.S.B.). *Fridays, 6.20–7.50 p.m., starting November 17, 1989. Room 23, Extra-Mural Town Centre, West Tower, 9/F. 4 meetings.*

**Fee: \$150**

This course introduces the differential properties of surfaces with the use of geodesic. Topics include: geometric properties of surface in  $\mathbb{R}^3$ , planetary curves, measurement of distance in curves; geodesic, geodesic triangles, Gauss bonnet; constant curvature surface; and minimal surface which is the most interesting topic in the study of modern surfaces. Participants are expected to have a mathematical knowledge at Form 5 level.

#### **840. Catastrophe (The Theory of Sudden Change) & its Applications in Biology, Economics and Engineering.**

E. Li, B.Sc., M.Sc. (Wash.). *Fridays, 6.20–7.50 p.m., starting January 5, 1990. Room 23, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 4 meetings.* **Fee: \$150**

Catastrophe is a new mathematical method for describing the evolution of forms in nature. It is particularly applicable where gradually changing forces produce "sudden effects." The theory finds many applications in physical science, e.g. primary and secondary waves in tissue differentiation and embryology. Other examples of application in the social sciences are stock market collapse and human emotional collapse. The aim of this course is to present the lectures in such a way that participants with a working knowledge of calculus can appreciate the beauty and applicability of this apparently difficult topic. *Lectures will be conducted in English and supplemented with Cantonese.*

#### **841. Introduction to Topology**

E. Li, B.Sc., M.Sc. (Wash.), A.Lee, B.A. (H.K.), M.A. (Mich.). *Fridays, 8.00–9.30 p.m., starting December 8, 1989. Room 23, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 8 meetings.* **Fee: \$280**

Nowadays topology is a fundamental branch of mathematics and is one of the most rapidly expanding areas of mathematical thought. It has strong interactions with other branches of mathematics, and in particular with modern algebra, algebraic geometry, functional analysis and the theory of partial differential equations. Unfortunately many texts or courses in topology plunge immediately into a formalized and entirely abstract presentation of topological concepts, it is thus difficult for a student to appreciate the beauty of the subject. This course will adopt a more intuitive and leisurely approach, thus making it easier for non-mathematicians to grasp the essence of the subject.

The subject will be treated geometrically as far as possible and the practical aspects will always be emphasized. In fact, participants will eventually find that many of the ideas are beautiful, interesting and relevant to everyday life. Mathematics teachers advising extracurricular activity groups may find this course inspiring and helpful.

Participants are expected to have a knowledge of mathematics of Form 5–6 level. Lectures will be conducted in English and supplemented with Cantonese.

## 842. 天文學入門 (Introduction to Astronomy)

主講人：李偉才先生，B. Sc. ( H.K. )

黃衍藩先生

地點：香港大學邵仁枚樓101室

時間：一九八九年九月二十八日起每星期四下午七時三十分至九時

全期學費：二百元 (共八講)

天文學可說是一門古老，但亦是最尖端的科學之一。近年由於太空科技的急速發展，很多宇宙的奧秘亦逐漸被揭開，當然還有部份爭論性的問題依然懸疑未決。

鑑於自香港太空館於多年前成立以來，香港市民對天上的日、月、星辰漸感興趣，本課程藉此向愛好天文學的人士提供一個較系統性的系列專題講座。

本課程適合具有中學程度人士參加。內容包括：天文學的發展歷程、太陽、月球、行星世界、恒星、星雲、星團、銀河系等的概括認識。此外，還會對恒星演化、黑洞、外太空生命、宇宙起源等有趣問題加以探討。同時亦會介紹如何認識星空及使用望遠鏡觀察等實用技術。如天色許可，還會安排一次實地觀星活動。

## 843. 恒星天文學 (Stellar Astronomy)

主講人：黃衍藩先生

李偉才先生，B. Sc (H.K.)

地點：香港大學校外課程部市區中心23室（信德中心西翼九樓）

時間：一九八九年九月二十九日起每星期五下午八時十分至九時四十分

全期學費：二百二十元 (共十講)

晚上我們見到天上的無數星星除了幾顆是行星外，其他都是恒星，每顆恒星都好像我們的太陽一樣會自己發光和發熱。恒星的世界可算是五花八門，每顆都有不同的性質。它們亦好像人類一樣，有時組成二人世界或小家庭（雙星）、一個社會（星團）；甚至一個國家（星系），他們亦有生、老、病、死。

本課程將由研究恒星的各種方法開始，介紹恒星的距離、性質與光譜；各類雙星、變星、新星與超新星的情況；恒星的演化過程、神祕的黑洞與其他特別天體；多姿多采的星雲及星團；銀河系與其他星系的結構；宇宙的形成與演變；及探測其他恒星的可能性等。

## **Social Work & Sociology**

*Staff Tutor: Mrs. Y. L. Cheng, Telephone 5-8592790*

### **851. Introduction to Gestalt Therapy.**

Kenny Lo Kin Yiu, M.S.W. (Carleton), Diploma in Gestalt Therapy (Gestalt Institute of San Francisco). *Friday, 7.40-9.40 p.m., starting September 29, 1989. Room 28, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings.*

**Fee: \$600**

Gestalt therapy was developed by Dr. Fritz Perls and his wife Dr. Laura Perls in the 1940's. It is a psychotherapeutic approach that takes into account the whole individual and is concerned with both mind and body. One of the central themes of Gestalt therapy is awareness. Many people get stuck because they are not aware of their experience in the here-and-now. The paradoxical theory of change is: "change occurs when one becomes aware of what he is, not when he tries to become what he is not." (Beisser, 1970).

This course prepares helping professionals to acquire and develop Gestalt therapy knowledge and skills for their personal and professional growth. It will cover the following topics: roots of Gestalt therapy, awareness continuum, here and now, Gestalt formation cycle, organismic self-regulation, contact functions, contact disturbances, and Gestalt experiment. The format of the class is a combination of didactic presentations, discussions, and experiential exercises. *Enrolment is limited to 12.*

*Medium of Instruction: Cantonese.*

*Closing date for applications: September 14, 1989.*

**Fee Refund:** on being accepted for this course, teachers in secondary schools will be sent a half fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools. (*Closing date for enrolment at the Extra-Mural Department: September 14, 1989.*)

### **852. Homosexuality and Helping Alternatives**

Rosanna Chan, Ph.D. (Washington). *Fridays, 8.05-9.35 p.m., starting October 6, 1989. Room 14, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings.*

**Fee: \$275**

This course intends to enhance the participants' understanding of homosexual behaviour from a holistics perspective and to introduce various approaches and skills in the management of diverse situations relating to the behaviour. Human service professionals such as doctors, lawyers, social workers, teachers and interested individuals are encouraged to participate. There will be assigned readings and brief journal writings. Assigned readings will stimulate thoughts and ideas in classroom discussion. Journal writings will serve as a means to improve self-awareness and effectiveness in class discussion.

The course consists of two parts. Part one includes: (a) conceptual understanding of human behaviour and its determinants, (b) a review of the concept of deviance and its functions and (c) sex-role socialization in life cycle. Part two will examine: (a) myths and realities of homosexuals; and (b) current helping alternatives. Particular attention will be given to the development of the participants' self-awareness, their communication skills and techniques in helping clients to develop self-acceptance, sexual identity and social relationships.

The course will rely on a variety of resources from learning. Lectures and group discussions will be combined with experiential projects conducted inside and outside the classroom. Case-studies, demonstrations and role-plays will also be used to facilitate learning. *Enrolment is limited to 20.*

*Closing date for applications: September 25, 1989.*

### **853. 如何建立及提高兒童的語言能力 (Helping Children's Language and Speech Development)**

主講人：陳智穎小姐（語言治療師）

地點：香港大學校外課程部市區中心29室（信德中心西翼九樓）

時間：一九八九年九月二十五日起每星期一下午七時四十分至九時四十分

全期學費：三百一十元（共八講）

語言不單是表達思想和溝通的工具，它在兒童的認知，情緒及社交發展各方面均扮演一個重要的角色。若能在語言發展的重要期間給予兒童適當的語言刺激，便可促進他們在語言及其他各方面的發展。此外，兒童在語言或溝通上有任何困難，若能及早發覺和予以適當的輔導，亦可幫助他們建立良好的溝通能力。

本課程專為家長及從事幼兒工作人士而設，包括幼兒工作者、幼稚園教師、護士、兒科醫生等。課程內容包括語言發展的理論架構及提供如何建立和提高兒童語言能力的方法，授課形式除講授外亦以研習為主，包括角色扮演及小組討論。（限收二十五人）。

申請教育署退還半費手續：凡政府、資助或私立學校之幼稚園或小學教師修讀以上課程，均可向教育署申請退還半費。請於接獲本部取錄函件及申請書後，連同學費收據，逕向教育署申請。（如欲申請教育署退還半費，須於九月十五日前向本部報名）。

## 854. 如何幫助幼兒發展社交技能

(How to Promote Social Skills in Young Children)

主講人：盧劉美顏（教育心理學碩士）

地點：香港大學校外課程部市區中心15室（信德中心西翼九樓）。

時間：一九八九年九月三十日起每星期六上午十時至中午十二時三十分

全期學費：一百八十元（共四講）

社交發展是幼兒整個身心發展過程中重要的一環，如何協助幼兒的社交發展更是幼兒教育工作者及家長所關心的課題。本課程共四講，內容包括：（一）影響社交發展的因素，以及如何幫助幼兒發展信任，自主和主動的態度；（二）如何引導兒童發展社交認知能力：（甲）學前兒童的認知及道德、對錯觀念的發展；（乙）社交概念的認識；（丙）如何引導兒童思考別人的感受和處境；（丁）如何引導兒童思考及解決問題；（三）遊戲和社交發展的關係；（四）社交技能：（甲）決定社交地位的一些行為特徵；（乙）幫助兒童建立社交技能的一些提議。（限收三十五人）。

申請教育署退還半費手續：凡政府、資助或私立學校之幼稚園或小學教師修讀以上課程，均可向教育署申請退還半費，請於接獲本部取錄函件及申請書後，連同學費收據，逕向教育署申請。（如欲申請教育署退還半費者，須於九月二十日前向本部報名）。

## 855. 佛洛伊德——其人及其學說

(Sigmund Freud: The Person and His Theory)

主講人：沈啓明先生（臨床心理學碩士）

地點：香港大學校外課程部市區中心14室（信德中心西翼九樓）。

時間：一九八九年九月十八日起每星期一下午七時三十五分至九時三十五分

全期學費：二百五十元（共八講）

近一個世紀以來，奧地利心理學家弗洛伊德（Sigmund Freud）所創立的心理分析學（Psychoanalysis）不僅成為了現代心理學的主要流派，並影響到與心理學直接有關的哲學、教育學、醫學等學科，而且繼續滲透到文學、藝術、宗教及其他社會生活領域。心理分析學已發展成二十世紀的主要社會思潮之一。

本課程主要是從弗洛伊德之個人背景及成長經歷去介紹及演譯其學說，希望學員對這位聞名的心理學家及其理論有一正確的認識。內容共八講，包括心理分析

學、潛意識的理論、發展心理學與性格的關係、變態心理學及弗洛伊德對性愛、宗教、藝術及文化的看法。

### 856. 認識及服務弱智人士

**(Understanding and Serving the Mentally Handicapped Person)**

主講人：弱智人士服務協進會及本港對弱智人士服務有研究及直接工作經驗之專業人士擔任

地點：香港大學校外課程部市區中心14室（信德中心西翼九樓）

時間：一九八九年十月二日起每星期一下午六時至七時三十分

全期學費：三百一十元（共十三講）

本課程之目的為使社會人士、家長、及直接為弱智人士工作之教師、護士、社會工作者、或訓導員對弱智人士有基本之了解，並在管理方面，有正確之認識。

課程內容包括緒論、社會對弱智人士之服務，弱智之成因及本質，弱智人士之需要及其在家庭、學校、社會及職業方面之適應，教學技巧及行為處理等等。

講授方面以粵語為主。方式包括專題講座、電影、討論及參觀弱智人士服務機構等。（限收三十名，在職專業者及弱智人士家長將獲優先取錄）。

（本課程由香港弱智人士服務協進會贊助及由李彩霞女士統籌）。

申請教育署退還半費手續：凡政府、資助或私立學校之教師修讀以上課程，均可向教育署申請退還半費，請於接獲本部取錄函件及申請書後，連同學費收據，逕向教育署申請。（如欲申請教育署退還半費者，須於九月二十二日前向本部報名）。

### 857. 利用活動方法推行公民教育

**(Civic Education Through An Activity Approach)**

主講人：黎國雄先生（社會工作者）

地點：香港大學校外課程部市區中心29室（信德中心西翼九樓）

時間：一九八九年十月七日起每星期六上午十時三十分至下午十二時卅分

全期學費：二百五十五元（共八講）

面對代議政制的進一步發展，政府亦承認須要更有效地教育民衆。一九八

五年八月，教育署已發表了「學校公民教育指引」，務求透過更有系統的課程去加強學生的社會意識；此外，很多志願機構亦在公民教育工作上積極推廣，在青少年及社區中心內成立關社小組，並透過訓練和社區服務，促使區內人士參與社會、培養公民意識。

其實，公民教育不單只是知識上的灌輸，最重要的目的是態度和行為上的轉變。本課程特為教師、社會工作者及基層工作的人士而設，內容大致分兩部份：（一）就公民教育的知識範圍作簡單的介紹，其中包括個人的公民責任和權利、自由和平等的概念、香港的行政、立法與司法的關係、地方行政的發展、香港政府的架構和運作、中英聯合聲明和基本法的制定問題等；（二）就公民教育的推行方法作綜合的探討，課程着重介紹如何運用經驗學習理論（Experiential Learning Theory）及其他小組學習方法，其中包括模擬活動、角色扮演、個案研究、小組討論等方式。

課程採用小組學習形式，因此，需要學員的積極參與和投入，同時，更要求部份學員在課堂中帶領公民教育活動，以增加學員的實際經驗，從中增進技巧。

申請教育署退還半費手續：凡政府、資助或私立學校之教師修讀以上課程，均可向教育署申請退還半費，請於接獲本部取錄函件及申請書後，連同學費收據，逕向教育署申請。（如欲申請教育署退還半費者，須於九月二十七日前向本部報名）。

### **858. 自我鬆弛及應付壓力的技巧 (Relaxation and Stress Management Skills)**

主講人：鄧漢忠先生（臨床心理學碩士）

葉恩明醫生

地點：香港大學鈕魯詩樓721室

時間：一九八九年九月二十五日起每星期一下午六時十五分至七時四十五分

全期學費：四百五十元（共十五講）

在都市化的香港，壓力尤為普遍：面對及應付壓力往往成為一般人生活裏重要的一環。本課程分兩部份，第一部份以理論為主，探討基本概念包括何謂壓力、壓力的成因及產生、一般壓力對人的身體及心理的影響、長期或嚴重壓力所構成之遭害、如何面對及應付壓力等；第二部份則重實際技巧，以體驗性學習小組形式進行，介紹自我鬆馳技巧及應付壓力技巧，如何處理個人情緒和建立良好心理健康等。由於課程理論與實際並重，故此參加者必須準時上課，積極參與所有體驗性的活動。

此課程適合於一般市民，與輔導工作有關的行業如社工、教師、學生輔導員等

更可學以致用於他們日常工作中。（限收三十人）。

申請教育署退還半費手續：凡政府、資助或私立學校之教師修讀以上課程，均可向教育署申請退還半費，請於接獲本部取錄函件及申請書後，連同學費收據，逕向教育署申請。（如欲申請教育署退還半費者，須於九月十五日前向本部報名）。

### **859. 青年輔導工作 (Youth Counselling)**

主講人：劉家祖先生（臨牀心理學碩士）

地點：香港大學屬樹雄科學館105室

時間：一九八九年九月二十五日起每星期一下午七時至九時三十分

全期學費：五百六十五元（共十三講）

青少年由於生理、心理的發展與其社會角色的轉變，要面對著種種衝擊和適應的困難。這是每一個接觸青年的工作者都知悉的。近年來青年輔導越來越被重視，被認為是協助青少年成長重要的一環。

本課程是特別為青年工作者，學校社會工作者及教師而設。課程以講授，小組討論，角色扮演，及個案分析等形式，剖析青少年的成長心理，介紹基本輔導的原則和策略，青年輔導的特色與及分析在本港特殊的社會、經濟、政治及教育體系下青少年面對的獨特問題。目的是幫助參予者對青年問題及輔導方法的認識，辨別自己與青年工作時可能遇到的困難，從而增進與青少年的溝通和協助他們解決問題的能力。（限收二十人）。

申請教育署退還半費手續：凡政府、資助或私立學校之教師修讀以上課程，均可向教育署申請退還半費，請於接獲本部取錄函件及申請書後，連同學費收據，逕向教育署申請。（如欲申請教育署退還半費者，須於九月十五日前向本部報名）。

### **860. 自我認識與人際關係 (Self Understanding and Interpersonal Relations)**

主講人：黎國雄先生（社會工作者）

地點：香港皇后大道西335-339號，崑保商業大廈4字樓403-5室（鄰社服務中心）

時間：一九八九年十月三日起每星期二下午七時三十分至九時

全期學費：二百六十五元（共十講）

每一個人都需要在家庭、友儕及社會裏與他人接觸和建立關係，在這個人

際交往的過程中，我們更可進一步了解自己，邁向成長。

此課程試圖介紹一些認識自己的方法和人際溝通上的概念，提高學員的自覺性，以預防人際間問題的產生。課程以模擬練習、小組討論、角色扮演、心理測驗、短講及個案研究等形式進行，學員須主動參與，互相分享及交流經驗。內容大致包括自我了解的模式；溝通的原則和技巧；聆聽、自我表白和回應的概念；信任；表達的能力和技巧；合作與競爭；人際間的衝突；工作關係等。  
(限收廿六人)。

## 861. 成人教育：理論及方法

(Adult Education: Theories and Methods)

主講人：郭凱儀女士（成人教育碩士）

John Holford, Ph.D.(Edin.), M.Sc. in Educational Studies (Surrey), Staff  
Tutor in Extra-Mural Studies

地點：香港大學校外課程部市區中心29室（信德中心西翼九樓）

時間：一九八九年十月十三日起每星期五下午七時四十分至九時四十分

全期學費：二百八十元 (共十講)

本課程的對象是在福利機構，教會等及人事工作單位負責設計及推行成人教育的工作者。課程的目標是加強參加者對成人教育方面的理論及工作方法的知識，於修業期滿後，學員應能掌握設計課程及推行成人教育的基本技巧。

本課程的特色是採用「活動教學法」，去激發學員對成人教育的理論及方法等各方面的探討，課程本身就是教學法的一種示範，提供一個實踐的機會，讓參加者能以自己作為學員的一份子的體驗，更充份了解成人學生的需要及特點，對日後推行工作有更深入的體會，內容方面，包括下列課題：(一)成人如何學習？(二)成人教育的發展趨勢；(三)成人教育的形式探討；(四)如何設計課程？(五)如何帶領學習活動？(包括發問技巧，小組顧問團，學習團，實驗教學法等)及(六)評估方法。

## 862. 認識精神病及其康復

(Understanding Mental Illness & Its Rehabilitation)

主講人：陳仲謀醫生及新生精神康復會代表

地點：香港大學校外課程部市區中心28室（信德中心西翼九樓）

時間：一九八九年十月六日起每星期五下午六時零五分至七時三十五分

全期學費：二百三十元 (共八講)

一般社會人士對精神病情況均認識不深，基於過往有關暴力事件陰影，他們

對精神病患者多存有恐懼、偏見及歧見。此等態度對患者的康復及重返社會皆構成莫大的障礙。

本課程適合一般市民及社會服務行業有關人士如社工、教師、學生輔導員及護士等參加；希望能藉課堂講解，幫助學員正確認識精神病的成因、症狀及分類；精神病的治療及有關法例；康復過程及社區照顧概念等。此外，更透過專題探討，介紹精神病患者與暴力、自殺行爲的關係；多元化專業合作的功能等等。

授課方式除課堂講授及運用視聽教材外，並加設探訪精神病康復服務，加深學員對有關情況的了解，詳情將在課堂上宣佈。（限收五十人）。

申請教育署退還半費手續：凡政府、資助或私立學校之教師修讀以上課程，均可向教育署申請退還半費，請於接獲本部取錄函件及申請書後，連同學費收據，逕向教育署申請。（如欲申請教育署退還半費者，須於九月廿六日前向本部報名）。

### **863. A-Level Sociology.**

Kwong Mui Ling, M.A. (Carleton University, Canada). *Saturdays, 10.00 a.m.–12.30 p.m., starting September 30, 1989. Room 23, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F. 12 meetings. Fee: \$455*

The main objectives of this course are: (a) to present sociology as a perspective for understanding social phenomena and human behaviour in group life, (b) to acquire a comparative knowledge and understanding of particular concrete societies, including Chinese societies, and (c) to develop the students' abilities in sociological argumentation, logical thinking and the use of evidence. Students will be introduced to sociological concepts and theories with reference to concrete examples.

This foundation course in sociology is specially designed to facilitate private candidates who will be sitting for the Hong Kong Advanced Level Examination and/or G.C.E. Those sitting for "Introductory Sociology" in external degree examinations will also find this course, together with a planned extension course in the Spring Term, useful.

## **COURSES IN THERAPEUTIC PSYCHOLOGY FOR NURSES**

### **Introduction**

The modern disease pattern is characterised by a predominance of chronic and degenerative ailments over acute and curative afflictions. A fundamental transformation of biomedical and health care is rapidly taking place in more advanced systems of the world. Illness and disease patterns are

complex and increasingly realised to be multi-factorial in origin. As a result, optimal care and intervention can no longer be substantiated from the contributions of any one single discipline. The role of nurses in patient care has undergone a marked transformation accordingly. It is no longer confined to a passive, mechanistic and order implementative activity. Nurses' active involvement in the treatment process has become highly essential. This changing emphasis is in line with the growing professionalisation of the nursing discipline as well as the realisation that patients' health and care may be substantially improved by nursing expertise. A distinct delineation of the unique contributions of therapeutic nursing care is fundamental. The values and identity of nursing intervention may thus be more firmly established; the basis of which will necessarily rest on nurses' greater awareness and development of their own therapeutic potentials.

The traditional approach to nursing education has emphasized the care of patients' needs and the mastery of modern medical technology. The role of nurses as a therapeutic agent in the treatment of patients has seldom been acknowledged. Three courses in Therapeutic Psychology are planned to increase the participants' awareness of their therapeutic potentials, and provides the necessary framework, knowledge and skills for the realisation of such potentials. Special emphasis is placed on skills application in clinical situations, taking into account the unique psychosocial characteristics of patients in different specialties. Formal teaching and practicum workshop sessions are organized for building up of a fundamental knowledge and therapeutic base in every course.

#### **864. Therapeutic Psychology: Basic Framework and Action Skills.**

Peter W. H. Lee, M.Soc.Sc. (Clinical Psychology), Lecturer, Department of Psychiatry, University of Hong Kong, and Beatrice K. M. Hung, M.Phil. (Psychology), Research Fellow, Centre of Asian Studies, University of Hong Kong. *Lectures on Fridays, 6.30-9.00 p.m., starting October 6, 1989. Room 102, James H. Lee Science Building, University of Hong Kong. Residential Workshop on December 9 & 10, 1989. 8 lecture meetings and 1 residential workshop. 34 hours.*

**Fee: \$990**

This course aims at providing a fundamental framework for organising and mastery of the basic action skills in therapeutic psychology. The course coverage will include practice and orientation in core therapeutic ingredients required for therapeutic change, interviewing and diagnostic skills, action skills in problem clarification and resolution, management of disruptive emotions, interpersonal skills, counselling and other basic treatment approaches.

A two-day residential workshop will be held on December 9 & 10, 1989

at the Kadoorie Research Centre for the integration and application of lecture materials. *Enrolment is limited to 60.*

*Deadline for Applications: September 22, 1989.*

**865. Clinical Applications of Therapeutic Psychology—Hospital Specialties.**

Peter W. H. Lee, M.Soc.Sc. (Clinical Psychology), Lecturer, Department of Psychiatry, University of Hong Kong, and Beatrice K. M. Hung, M.Phil. (Psychology), Research Fellow, Centre of Asian Studies, University of Hong Kong. *Lectures on Fridays, 6.30–9.00 p.m., starting January 6, 1990. Room 102, James H. Lee Science Building, University of Hong Kong. Residential Workshop on March 10 & 11, 1990. 8 lecture meetings and 1 residential workshop. 34 hours.*

**Fee: \$990**

This course is a follow-up to the Therapeutic Psychology course. It aims to provide better based applications of the basic therapeutic skills across a variety of patient populations commonly seen in hospital and outpatients practice. Case discussions and group work will be incorporated into formal lectures and tuition on action skills. The course will include a consideration of common patient problems and intervention in the diverse fields of obstetrics and gynaecology, psychiatry, orthopaedics and surgery, as well as medical patients with acute and chronic illnesses that are either traumatic or congenital in origin.

A two-day residential workshop will be held on March 10 & 11, 1990 at the Kadoorie Research Centre for the integration and application of lecture materials.

Only students who have completed the Course 864 "Therapeutic Psychology: Basic Framework and Action Skills" can apply for this course. *Enrolment is limited to 40.*

*Deadline for Applications: December 15, 1989.*

**866. Clinical Applications of Therapeutic Psychology—The Human Life Span.**

Peter W. H. Lee, M.Soc.Sc. (Clinical Psychology), Lecturer, Department of Psychiatry, University of Hong Kong, and Beatrice K. M. Hung, M.Phil. (Psychology), Research Fellow, Centre of Asian Studies, University of Hong Kong. *Lectures on Fridays, 6.30–9.00 p.m., starting April 14, 1990. Room 102, James H. Lee Science Building, University of Hong Kong. Residential Workshop on June 9 & 10, 1990. 8 lecture meetings and 1 residential workshop. 34 hours.*

**Fee: \$990**

This course is a follow-up to the Therapeutic Psychology course. It aims to provide better based applications of the basic therapeutic skills across a variety of patient populations throughout the human life span. This course complements the skills and techniques covered in the previous course "Clinical Applications of Therapeutic Psychology—Hospital Specialties", and provides a developmental framework for a better integration of knowledge and intervention with different patient populations at various stages of their development. The course will include a consideration of neonatal care, paediatric and child patients, interventions with adolescent patients, the elderly, and a consideration of the problems commonly implicated in caring for the dying and the bereaved.

A two-day residential workshop will be held on June 9 & 10, 1990 at the Kadoorie Research Centre for the integration and application of lecture materials.

Only students who have completed the Course 864 "Therapeutic Psychology: Basic Framework and Action Skills" can apply for this course. *Enrolment is limited to 40.*

*Medium of Instruction: Cantonese and English.*

*Deadline for Applications: February 17, 1990.*

### **Admission**

Applicants must have good post-nursing training in medical psychology and/or related disciplines.

Depending on their own needs and interests, students may apply for one, or two, or all of the three courses. However, students must note that Course 864 "Therapeutic Psychology: Basic Framework and Action Skills" is the pre-requisite for the other two courses.

### **Award**

A statement of attendance will be granted to students upon their request should they attend over 75% of the class meetings.

For students who enrol in all three courses and complete them with satisfactory results, a certificate will be awarded.

## **867. 綜合社會科學文憑課程 (Certificate in Social Studies)**

主講人：蔡寶瓊博士（香港中文大學教育學院講師）

曾潔雯女士（香港理工學院醫療科學系講師）

周永新博士（香港大學社會工作及社會行政學系高級講師）

張炳良先生（城市理工社會行政系高級講師）

陳麗雲女士（香港大學社會工作及社會行政學系講師）

羅致光博士（香港大學社會工作及社會行政學系講師）

及客座講師

地點：香港大學校外課程都市區中心14室（信德中心西翼九樓）

時間：本課程的特色是利用週末授課，由一九八九年十月七日起每隔一星期六下午二時至五時半及晚上六時半至十時舉行，每月上課兩天，於一九九零年十二月底完成，共二百五十二小時，學員可以週末兼讀形式修讀此課程。

全期學費：三千六百元

名額：五十人

講授語言：粵語

課程目標：本課程專為學員提供基礎社會科學理論及研究方法，主要目的是指導學員如何將理論應用於香港文化及社會，運用多元學科知識來分析問題，並以社會科學觀點去了解個人、羣體及社會。

入學資格：課程秉承「公開教育」精神，凡有三年工作經驗，經語文考試合格者，均可申請入學。

課程內容：本課程共有七個主要科目包括：

**(一)社會學導論（三十六小時）**

本科目以簡單介紹西方社會學為基礎，引導學員用一個嶄新的理論架構去理解社會，尤其是身處的香港及中國社會，內容包括：(一)甚麼是社會學？(二)個人與社會；(三)人口與家庭；(四)青少年與教育；(五)科層組織；(六)社會分層；(七)「男女有別」；(八)越軌與犯罪；(九)大眾傳媒與普及文化；(十)社會變遷——現代化；(十一)社會學理論發展及(十二)中西文化比較。

**(二)社會研究方法（三十六小時）**

本科目主要是讓學員認識社會研究之基本概念及技巧。課程內容集中介紹觀察法、實驗研究法及調查研究法。討論範圍有二：(一)從研究問題之確定到研究之全盤設計；(二)從抽樣之方法到資料處理及分析之技巧。

**(三)心理學導論（三十六小時）**

本科目旨在使學員對心理學有基本認識。內容包括：(一)心理學的本質；(二)人類行為的生物基礎、成長與發展；(三)意識狀態、感官與認知；(四)記憶、思想與語言；(五)學習；(六)動機與情緒；(七)性格與智能；(八)壓力與適應。

**(四)應用心理學（三十六小時）**

本科目集中探討社會心理學及發展心理學的理論及其應用。選講範

圍包括：(一)何謂社會心理學？(二)發展心理學之「青年、中年及老年」；(三)階級與心理及(四)心理學的應用：(甲)社會服務；(乙)管理工作。

#### (五)社會福利及政策 (三十六小時)

本科目介紹基本福利政策概念、香港各社會福利服務設施的現況及未來趨勢。內容包括：(一)社會福利政策；(二)生活質素與社區發展；(三)社區照顧與社區復康；(四)健康與醫療服務政策；(五)人力訓練與教育政策；(六)土地運用與房屋政策；(七)青少年問題與服務；(八)社會保險、勞工保障；(九)家庭照顧與社會福利；(十)社會福利與經濟發展；(十一)社會福利政策趨勢；(十二)社會福利政策總結。

#### (六)公共行政學 (三十六小時)

本科目旨在提供一個瞭解現代公共行政的基本理論架構，分別從組織制度、運作程式、政策過程等多個角度去探討公共行政範疇內的重要課題。內容包括：(一)何謂公共行政？行政與政治的關係；(二)國家學說；(三)政治行為與政治文化；(四)比較政府；(五)決策過程與決策的執行；(六)資源的調配，財政預算；(七)公共服務供應和組織的模式、「私營化」問題；(八)公共行政人員的角色、「文官」制度；(九)對公共行政的控制及監察；(十)香港政府架構和組織模式；(十一)香港政府決策程序及財政預算管理；(十二)香港公共行政存在的問題和改革方向。

#### (七)經濟學導論 (三十六小時)

本科主要分兩部份：(一)宏觀經濟學：這部份主要探討國民所得水平之決策與經濟活動理論，討論題目包括國民產值與國民所得之計算，就業理論、穩定經濟之貨幣與財政政策，以及若干國際經濟問題。(二)微觀經濟學：這部份主要探討自由企業經濟體系下之價格理論。討論題目包括基本經濟概念需求理論，生產與成本，廠商在競爭，寡佔與獨佔性市場下之操作，生產因素之訂價以及市場經濟下政府干預之績效與成本。

結業文憑：(一)課程結束後學員若能符合下列條件，可獲頒發文憑：(甲)出席率不少過百分之八十；(乙)課程習作平均達五十分合格標準；(丙)考試合格。

(二)持有本課程結業文憑者均可以申請修讀本部在一九九一年春季與鑾南大學合辦之社會學課程如公共關係學，中國社會工作研究、中國現代史等，共一百小時。費用約一千五百元。學員若能滿足課程各項要求及成績合格，將獲頒發鑾南大學社會學大專文憑。具有兩年

實際工作經驗者持該文憑經考核可申請進入暨南大學相近專業本科三年級就讀。

截止報名日期：一九八九年九月九日

## 868. 老人服務文憑課程 (Certificate in Elderly Care)

課程統籌及主講人：梁萬福醫生

梁偉康先生（社會工作主任）

齊鉉博士（港大社工系講師）

袁美宜女士（臨床心理學家）

劉錦權先生（社會工作主任）

客 座 講 師：李翊駿博士（中大社工系講師）

林孟秋博士（中大社工系講師）

梁展鵬博士（中大心理系講師）

吳克儉先生（專業人事管理主管）

莊明蓮女士（社會工作主任）

陳李賀游女士（理工學院應用社會科學系高級講師）

及其他資深講師

地 點：香港大學校外課程部市區中心14室（信德中心西翼九樓）

時 間：一九八九年十月五日至九零年六月底逢星期四下午六時三十分至九時三十分（共一百零二小時）

全 期 學 費：一千七百元

講 授 語 言：粵語（輔以英語）

名額：三十五人

課 程 目 標：本課程專為安老服務的工作人員而設，目的是向他們提供多元化學科的知識，包括醫學、精神科學、心理學、社會工作學及管理科學等，使他們能有效地提供服務，滿足老人之需要。本課程是特別適合任職於安老服務機構之專業人仕，如持有專業文憑或學位之社工及註冊護士等參加。由於課程着重理論與實踐之結合，故設立小組習作，分別由課程導師負責指導，進行小規模之研究工作。

課 程 內 容：本課程主要包括四部份：(甲)老年人身體和精神疾病：(一)老化過程之生理改變及老年醫學之概念；(二)老年期疾病的一般性徵狀；(三)老年期病者藥物治療及各種內分泌疾病；(四)老年人之常見心臟、血管及肺部疾病；(五)中風及其他常見神經系統疾病；(六)老人復康治療及老人日間醫院；(七)垂死病人

的護理；(八)老年痴呆症及其他老年精神病；(九)安康之概念與老人之預防性健康活動。(乙)老年人的心理需要與精神健康：(一)老年人的心理轉變與心理需要；(二)老年人怎樣適應年老帶來的轉變；(三)老年人的心理健康及常見的老人精神病；(四)與老年人溝通的技巧及處理老年人心理問題的方法。(丙)中心與院舍之社會工作：(一)中心及院舍之社會工作任務；(二)中心及院舍目標之製定和服務之策劃；(三)評鑑老人之需要及問題的標準量度方法；(四)老人之社交需要及活動；(五)老人之均衡營養及飲食。(丁)院舍及中心行政管理：(一)人事管理系統之建立；(二)員工培訓與發展；(三)職員督導系統之製訂；(四)員工評核制度之設計；(五)辦公室管理及檔案系統之建立；(六)財政預算與控制；(七)領導之風格與技巧；(八)單位服務之評估；(九)處理問題員工之步驟和看法；(十)個案管理。

**結業文憑：**課程結束後學員若能符合下列條件，可獲頒發文憑：(一)出席率不少過百分之八十；(二)課程習作平均達六十分合格標準；(三)小組習作達到六十分合格標準；及(四)中期考試及期終考試合格(每次考試共二時)。

**報名手續：**申請者須於九月十五日前，將(一)申請表格及(二)學歷證件副本寄回香港大學校外課程部。各申請人並應於申請表格上寫上服務機構名稱及其本人職位。

### **869. Certificate Course in Child Mental Health**

Recently, there has been an increasing need of services for children with psychological and psychiatric problems. These problems are usually managed by a multidisciplinary team which may include psychiatrist, psychologist, social worker, nurse, teacher, occupational therapist, physiotherapist and speech therapist. Workers in child mental health do not only have to learn the recent advances in their own field but also have to keep abreast with the growing knowledge of other disciplines so that they can work together efficiently. To this end, a course of study in child mental health has been developed by the Department of Extra Mural Studies, University of Hong Kong in association with Hong Kong Association for Child and Adolescent Psychology and Psychiatry.

#### *Course Aims and Objectives:*

The general aim is to provide professional workers in child mental health with the basic knowledge and skills in child psychology and psychiatry.

Students will be taught on child development and common psychological and psychiatric problems in childhood. They will also learn the basics in assessment and treatment approaches in some common childhood psychological problems. It is envisaged that the course will benefit all professionals working in child mental health, in particular, nurses, teachers, social workers, occupational therapists, physiotherapists and speech therapists. The course will stress on clinical aspect of child psychological problems. On completion of this course, the student will have increased his or her ability in the assessment and management of common child psychological problems.

*Course Content:*

The course will consist of a comprehensive presentation of child psychology and psychiatric problems. Topics to be covered will include:

- (1) development: factors influencing development, development theories, normal and abnormal development;
- (2) psychological and psychiatric problems of childhood;
- (3) clinical assessment;
- (4) treatment.

In addition to lectures, there will be many practical and clinical sessions which require active participation of students. These will include case presentations, seminars, workshops, and tutorials.

*Assessment and Award:*

Successful completion will be dependant upon a minimum attendance of 75%. Assessment consists of the student's performance in case presentations, workshops, seminars and tutorials; and a class test at the end of the course. Successful candidates will be awarded a certificate by the Department of Extra-mural Studies, University of Hong Kong.

*Course Tutors:*

S. Y. Chung, MB, BS; MRCPsych (Co-ordinator)

S. F. Hung, MB, BS; MRCPsych

Ophelia Kan, MSocSc (Clinical Psychology)

Patrick Leung, MSocSc (Clinical Psychology)

F. Lieh-Mak, MD, FRCP, FRANACP

Guest lecturers

*Course Duration:* about 110 contact hours.

*Starting Date:* October 4, 1989 (Wednesday).

*Time and Place of Meeting:* Wednesdays, 6.30–9.30 p.m.

Room 14, Extra Mural Town Centre,  
Shun Tak Centre, West Tower, 9/F.

**Course Fees: \$1,900**

*Admission Requirements:*

Applications will be considered from all professionals working in the field of child mental health. It is particularly relevant for nurses, social workers, teachers, occupational therapists, physiotherapists and speech therapists. *The course will be limited to a maximum of 40 students. The course will be conducted in Cantonese.*

*Closing Date for Applications: September 15, 1989.*

**Fee Refund:** on being accepted for this course, teachers in primary or secondary schools will be sent a half fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools. *(Closing date for enrolment at the Extra-Mural Department: September 22, 1989.)*

## **870. University Advanced Diploma in Social Work (Mental Health).**

This programme is offered by the Department of Social Work and Social Administration in association with the Department of Extra Mural Studies, University of Hong Kong.

*Objective and Orientation of the Programme*

This programme is designed to provide advanced and specialised study for social workers to enable them to function as senior social work practitioners, supervisors, research workers and planners in the mental health field.

Attention will be paid not only to those psychiatric illnesses which tend to be treated within the health system but also to psychiatric and psychosocial disturbances presenting in a variety of other settings. The target population for the course, therefore, is senior social work practitioners and supervisors with a number of years of experience from a variety of settings.

*Duration of the Course*

60 weeks of part-time studies (Wednesdays and Saturdays) over two academic years i.e. September 1989–June 1991.

Graduates of this programme may apply for admission to the third year

of part-time study leading to the degree of Master of Social Sciences (Social Work).

#### *Criteria for Admission*

Applicants must have a Bachelor's degree with honours in social work and must be qualified social workers and have at least two years post-qualification professional practice as social workers.

#### *Curriculum*

The programme includes the following courses:

1. Theoretical Foundation
2. Mental Health Theories
3. Policy and Planning in Mental Health
4. Social Work Research and Evaluation
5. Social Work Practice Methods
6. Social Work Roles in Mental Health Setting
7. Contemporary Issues in Mental Health
8. Field Attachment
9. Practice Seminars

#### *Examination Requirements:*

1 paper by examination	: Theoretical Foundations and Mental Health Theories.
1 paper by examination	: Policy and Planning in Mental Health, Social Work Research and Evaluation.
1 paper by written assignments	: Social Work Practice Methods, Social Work Roles in Mental Health Setting and Contemporary Issues in Mental Health.

#### *Teaching Resources:*

The Advanced Diploma Course will be taught by staff members of the Department of Social Work and Social Administration, University of Hong Kong, local experts and overseas visiting lecturers.

Local experts will be invited to teach in a variety of areas. Visiting lecturers will teach adult and child psychiatry on the Mental Health component; lawyers, police personnel, psychiatric social workers, agency administrator from mental health settings, representatives from client and relatives groups will contribute to the courses such as Social Work Roles in the Mental Health Setting, and Contemporary Issues in Mental Health.

Overseas visiting lecturers with specialist experience will be contributing

to the Social Work Methods area. From January to March 1990, a visiting lecturer will be teaching family therapy with specific reference to working with families with certain psychiatric conditions. From January to March 1991, a visiting lecturer will be teaching cognitive-behavioural therapy with special reference to working with psychiatric conditions.

*Deadline for Applications: April 30, 1989.*

**871. 專題研習（一）：認識及處理情緒反覆的兒童  
(Seminar on Understanding and Handling Emotional Children)**

主講人：臨床心理學家、社會工作者

地點：香港大學校外課程部市區中心21室（信德中心西翼九樓）

時間：一九八九年九月九日星期六下午二時三十分至五時三十分

全期學費：五十元

對象：家長及直接服務兒童之人士如幼兒工作員、教師、學生輔導主任等。

內容：兒童何以會無故吵鬧，哭泣或攻擊他人呢？情緒反覆無常的兒童往往令家長及教師疲於奔命，甚至焦慮及精神困擾。本課程旨在指導學員如何處理上述的問題。講授範圍包括：兒童情緒反覆的因素；如何有效地處理情緒化的兒童；家長對這類兒童應持有的態度及如何預防兒童情緒化等問題。

參加辦法：有興趣者請填妥報名表格，註明本身職業，職位及服務機構，親到本部或郵寄報名。（限收五十人）。

（本課程由防止虐待兒童會贊助）

**872. 專題研習（二）：認識及處理反叛性強兒童  
(Seminar on Understanding and Handling Rebellious Children)**

主講人：臨床心理學家、社會工作者

地點：香港大學校外課程部市區中心14室（信德中心西翼九樓）

時間：一九八九年九月二十三日星期六下午二時三十分至五時三十分

全期學費：五十元

對象：家長及直接服務兒童之人士如幼兒工作員、教師、學生輔導主任等。

內容：反叛性強的兒童除令家長及教師束手無策外，更使他們煩躁不安，難以自制，究竟孩子為甚麼會「不聽話」呢？對於他們的反叛行為，家長及

教師應持甚麼態度呢？遇到這些問題時，他們可以怎樣一方面控制自己的情緒，另一方面又能夠適當地處理呢？講者將會針對上述問題，提出預防及應付反叛兒童的種種有效措施及方法。

參加辦法：有興趣者請填妥報名表格，註明本身職業，職位及服務機構，親到本部或郵寄報名。（限收五十人）

（本課程由防止虐待兒童會贊助）

### 免費公開講座

「精神病患者的自殺問題、其預防及跟進照顧」

**(Understanding and Handling the Suicidal Behaviour of the Mentally Ill)**

主講人：臨床心理學家、社會工作者

地點：香港大學校外課程部市區中心17室（信德中心西翼九樓）

時間：一九八九年九月十六日星期六下午三時至五時

對象：精神病患者家人、親友、輔導員、社會工作者、義工及有興趣人士。

內容：據學者指出，人類自殺原因包括個人心理、疾病、生活環境、人際關係及社會文化因素等。然在醫學上，精神病患者的自殺現象還有很多不解之處。本講座嘗試帶領參加者了解精神病患者與自殺行為的關係、其特質及分類；如何及早察覺患者自殺傾向；如何預防及提供輔導。

參加辦法：有興趣者請填妥報名表格，親到本部或郵寄（附回郵信封）索取入場券。

（本講座由新生精神康復會與本部合辦）

*See also:*

**324. Simulation Games: A Workshop for Facilitators.**

(Page 87 )

如欲收到下期課程手冊，  
請翻閱第 262 頁。

## **Sports Sciences**

*Staff Tutor: Linda Bauer, Telephone 5-8592780*

### **896. Certificate Course in Sports & Health Sciences.**

*Tuesdays & Thursdays, 7.45-9.15 p.m., starting February 15, 1990. Room 20, Extra-Mural Town Centre, Shun Tak Centre, West Tower, 9/F., plus occasional lectures at the MacLehose Medical Centre.*

*Course Directors:* Dr. David Fang, M.B.,B.S. (H.K.), M.Ch. (Orth.) (Liv.) F.R.C.S. (Edin.), F.R.A.C.S.

Mr. Michael A. Speak, B.A. (Hull), M.Ed. (Liv.), D.P.E. (Lough.), Cert.Ed. (Nott.).

*Teaching Staff:* Lectures and practical sessions will be conducted by at least 20 experts in their field. Sponsoring organizations include the Amateur Sports Federation and Olympic Committee of Hong Kong, the Jubilee Sports Centre, the Hong Kong Society for Rehabilitation, and the following University departments:- Anatomy, Community Medicine, Extra-Mural Studies, Medicine, Orthopaedic Surgery, Pharmacology, Physical Education Unit, Physiology, and University Health Service.

**Fee:** \$3,300 for approximately 100 lecture hours.

The Department of Extra-Mural Studies will offer this course from February to November, 1990, with a break in the Summer. The course is organised in conjunction with the University of Hong Kong's Institute of Sports Medicine and the Physical Education Unit. The Institute of Sports Medicine was established at the MacLehose Medical Rehabilitation Centre in 1987, under the conjoint management of the Department of Orthopaedic Surgery and the Hong Kong Society for Rehabilitation.

#### *Course Aims & Objectives:*

The course is designed to provide a co-ordinated programme of studies and training in scientific areas related to sports and health, at an intermediate to advanced level, for professionals and individuals with a sound basic knowledge of sports, leading to instructional competence in a range of practical areas. It is intended for physical educationalists, sports coaches, health and fitness instructors, sports physiotherapists, individual athletes and others who may wish to pursue a career in sports. The medium of instruction will be English, except in some practical areas, where Cantonese

may be used. The program will include lectures, case presentations and small group discussions, "hands-on" demonstrations at the Institute of Sports Medicine, practical training at the University of Hong Kong's Sports Centres, field studies, and selected visits.

*Course Content:*

Basic anatomy and exercise physiology. Training methods, effects, and applications. Constitutional, environmental, nutritional, and psychological factors in sports performance. Sports for the disabled. Drug abuse. Assessment of physical fitness.

Talent scouting. Prevention, screening, and first aid of sports injuries. Instructional, organization and management skills. Equipment, facilities, and resources. Controversies in sports.

*Admission Requirements:*

Applicants should have a Bachelor's degree or equivalent. In exceptional cases, consideration for admission will be given to applicants without professional or graduate qualifications provided that they have had at least two years of relevant experience in responsible positions. Candidates must produce evidence of good physical condition. Those who are shortlisted may be required to attend an interview.

Applicants must enclose certified photostat copies of the appropriate certificates and one passport size photograph (Applicant's name should be written on the back of the photograph) along with their application forms. *DO NOT STICK THE PHOTOGRAPH ON THE APPLICATION FORM: IT SHOULD BE LOOSELY ATTACHED.* Applications which are not accompanied by relevant documents will not be considered. *Enrolment is limited to 28 students.*

*Assessment and Award of Certificate:* The Certificate in Sports and Health Sciences will be awarded based on satisfactory attendance (75%), course work, and assessment at regular intervals, including a short written examination.

*Closing date for application: January 3, 1990.*

*For further details and for special enrolment forms, please contact Miss Linda Bauer, Staff Tutor, Department of Extra-Mural Studies, University of Hong Kong. 5-8592780; 5-8592787.*

**Fee Refund:** on being accepted for this course, teachers in secondary schools will be sent a fee refund application form, which they should forward to the Director of Education, together with their course fee receipt. This applies to all teachers in Government, aided and private schools. It cannot be confirmed until the Spring Term whether the Education Department will approve of the refund for this course.

## **Translation**

*Staff Tutors: Owen H. H. Wong, Telephone 5-8592788  
Koon-ki T. Ho, Telephone 5-8592792*

### **Preparatory Courses for the Final Diploma Examination of The Institute of Linguists.**

*Aim:* This series of one year Extra-Mural courses is designed to prepare local candidates to take the Final Diploma examination of the Institute of Linguists, United Kingdom in mid-1990. Such examination is currently administered in Hong Kong by the Hong Kong Examination Authority, which will provide the candidates with all the details about the examination. Registration for the examination will be the student's own responsibility. The Final Diploma qualifies candidates to apply for full membership of the Institute (M.I.L.), which is a professional qualification in the practical use of a foreign language, or English for the great majority of Hong Kong candidates.

The Department of Extra-Mural Studies provides this series of preparatory courses in close collaboration with the Hong Kong Regional Society of the Institute of Linguists, and offers local candidates a means of preparing themselves properly for the Final Diploma examination through qualified tuition.

Candidates are required to have:

- familiarity with the contemporary scene and broad acquaintance with the fundamental physical, political, economic, social and cultural features of the country (or one of the countries) where the language is spoken;
- either special knowledge of a particular subject related to the country concerned, or a special skill, possessed to an effectively professional level, in technical translation or liaison interpreting.
- completion of matriculation examinations before applying (copies of certificates should be enclosed)

*Attendance:* students are required to attend 80% of the lectures; and the Department reserves the right to exclude students from lectures if they have been absent for two consecutive lectures.

For further details of the examination and membership regulations,

candidates are strongly recommended to write to:

The Institute of Linguists,  
Mangold House,  
24a Highbury Grove,  
London N5 2EA,  
United Kingdom.

*Advisory Board:*

Mr. Harley Brooks, F.I.L., English Language Officer, British Council  
Dr. Serena Jin, F.I.L., Head, Translation Department, The Chinese University of Hong Kong  
Mr. T. C. Lai, JP, Former Director, Department of Extra-Mural Studies, The Chinese University of Hong Kong  
Dr. C. C. Liu, FIL, Chairman, Hong Kong Regional Society of Institute of Linguists  
Professor Benjamin T'sou, FIL, Associate Director, City Polytechnic of Hong Kong

*Director of Studies:*

C. C. Liu, B.A. (Lond.), M.Phil., Ph.D. (H.K.), F.R.S.A., F.I.L.

*Co-Directors of Studies:*

Tommy K. K. Ho, B.A. (C.U.H.K.), A.M., Ph.D. (Ill.)  
Owen H. H. Wong, M.A. (H.K.), Ph.D. (Cantab.), F.I.L.

*Place:* University of Hong Kong.  
Students will be notified of exact locations of lecture rooms five days before the course commences.

*Duration:* 4 workshops and 7 courses of over 100 lecture hours from September 1989 to May 1990.

**Fee:** **\$2,250**

**Course No. 901.** Mondays, 6.30-9.30 p.m., starting September 11, 1989.  
**Course No. 902.** Thursdays, 6.30-9.30 p.m., starting September 21, 1989.

*Workshops are compulsory.*

*Enrolment is limited to 35 students per class.*

**Language Workshops** (4 Saturday afternoons). 2.30-5.30 p.m. on September 16, 23, 1989 and January 6, 13, 1990.

**Listening and Oral Skills** (with special reference to British and World Events) *4 meetings.*

*Mondays, 6.30–9.30 p.m., starting September 11, 1989.*

*Thursdays, 6.30–9.30 p.m., starting September 21, 1989.*

**British Culture and Background Knowledge of Britain.** *2 meetings.*

*Mondays, 6.30–9.30 p.m., starting October 16, 1989.*

*Thursdays, 6.30–9.30 p.m., starting October 19, 1989.*

**Foundation Translation** (with drills on past examination papers and with special reference to current events in Hong Kong, China and the World). *6 meetings.*

*Mondays, 6.30–9.30 p.m., starting October 30, 1989.*

*Thursdays, 6.30–9.30 p.m., starting November 2, 1989.*

**General English, Summary and Writing Skills.** *6 meetings.*

*Mondays, 6.30–9.30 p.m., starting December 11, 1989.*

*Thursdays, 6.30–9.30 p.m., starting December 14, 1989.*

**Advanced Translation.** *6 meetings.*

*Mondays, 6.30–9.30 p.m., starting February 12, 1990.*

*Thursdays, 6.30–9.30 p.m., starting February 8, 1990.*

**Presentation of Speeches.** *4 meetings.*

*Mondays, 6.30–9.30 p.m., starting March 26, 1990.*

*Thursdays, 6.30–9.30 p.m., starting March 22, 1990.*

**Technical Translation.** *4 meetings.*

*Mondays, 6.30–9.30 p.m., starting April 30, 1990.*

*Thursdays, 6.30–9.30 p.m., starting April 26, 1990.*

### 903. 翻譯的基本概念和技巧

#### (Basic Concepts and Techniques of Translation)

主 講 人：莫志剛先生，B.A.(H.K.)

地 點：香港大學校外課程部市區中心10室（信德中心西翼九樓）

時 間：一九八九年九月廿二日起每星期五下午七時至八時卅分

全期學費：二百二十五元 (共十二講)

翻譯是一種藝術，也是一門重要的工具學問。本課程旨在介紹翻譯的基本概念，探討各種翻譯的技巧。課程內容包括翻譯原則、中英文語法詞匯的比較、

翻譯的一些具體困難和常用技巧。講授時會列舉譯例加以闡釋和討論，並通過練習以達到理論與實踐相結合的目的。(限收二十五人)。

#### **904. 英漢翻譯初階 (Translation: From English to Chinese)**

主講人：倫伯豪先生，B A (Lond), M A (CUHK), M.I.L

地點：香港大學梁錦琚樓 L G 106室

時間：一九八九年十月三日起每星期二下午六時十五分至七時三十分

全期學費：一百九十元 (共十二講)

由於中文取得和英文同等的法律地位，加上近年來香港與中國的商業及其他活動轉趨頻密，翻譯人材供不應求，本課程將講授翻譯的基本理論，漢英語法的比較，翻譯的標準、原則與技巧，特別着重各種實例的解釋。(限收二十五人)。

#### **905. 英漢翻譯研習班 (Seminar in Translation: From English to Chinese)**

主講人：倫伯豪先生，B A (Lond), M A (CUHK), M.I.L

地點：香港大學梁錦琚樓 L G 106室

時間：一九八九年十月三日起每星期二下午七時四十分至九時十分

全期學費：二百二十五元 (共十二講)

本課程為一深造課程，通過研討和實習，以了解翻譯的標準；講授各種翻譯技巧，幫助參與者具備翻譯工作人員所應有的知識。翻譯重視實踐，當以習作為主，通過練習和講師的講評，結合實例，逐步提高參與者的翻譯水平，進而協助其應付一般公開試。申請人須具預科程度。 (限收二十五人)。

#### **906. 實用翻譯 (Practical Translation)**

主講人：余懿廸先生 (前德臣西報編輯)

地點：香港大學屬樹雄科學館 G 1 室

時間：一九八九年十月四日起每星期三下午七時十五分至八時四十五分

全期學費：二百一十五元 (共十二講)

翻譯是一種工具，作為一個東西文化交匯與世界工商金融中心的香港，這種工具更顯得重要。本課程就翻譯的實際用途，分作如下各類講授的項目：新聞時事、會議程序及紀錄、議案、商業信札、演講辭、科技用字、及公事文件的翻譯。(限收二十五人)。

## 907. 英譯中技巧研討班 (Seminar on Translation Techniques)

主講人：關品樞先生，B A (Tsing-hua) (前北京外語學院講師)

地點：香港大學校外課程部市區中心10室 (信德中心西翼九樓)

時間：一九八九年九月廿九日起每星期五下午八時卅分至十時

全期學費：二百一十五元 (共十二講)

香港是一個華洋雜處的社會，各界行政人員必須在一定程度上掌握中英兩種文字的翻譯能力，才能有效地溝通人際關係和準確地傳達訊息。

本課程通過研討和實習，明確翻譯的標準，講授各種翻譯技巧，幫助參與者具備一個翻譯工作人員所應有的質素，翻譯是一門實踐課，當以習作為主，通過練習和講師的講評，結合實例 (新聞、商業、聯合國文件、文學、歷史等方面)，逐步提高參與者的翻譯水平，學員應具基本翻譯經驗。(限收二十五人)。

## 908. 法律文件英漢翻譯深造班

(Advanced Translation of Legal Documents: From English to Chinese)

主講人：黎季明先生 (華南師範大學外語系英文副教授兼暨南大學副教授)

地點：香港大學梁錦琚樓 LG101 室

時間：一九八九年九月十一日起每星期一下午六時卅分至八時卅分

全期費用：五百元 (共十四講)

本課程是在修完《法律文件英漢翻譯 I》之後的接續深造課程，其主要宗旨和方法與前者大致相同。在這個基礎上逐步增加學習的深度和廣度，繼續擴大法律詞匯，探研更多的法規形式及其應用，更深理解各種有關文體的特點，以期更好地掌握法律文件翻譯的技巧。

講授和研習的範圍包括有關工商業、商標、技術專利、財產保險、公證、刑事訴訟等方面的法規的英漢翻譯。 (限收二十五人)。

## 909. 法律文件英漢翻譯

(Translation of Legal Documents: From English to Chinese)

主講人：黎季明先生 (華南師範大學外語系英文副教授兼暨南大學副教授)

地點：香港大學邵逸夫樓208室

時間：一九八九年九月十六日起每星期六下午二時至四時

全期費用：四百五十元 (共十四講)

隨着形勢的發展，人們越來越需要懂得更多的法律知識，因此法律文件的英漢翻譯已成為今天的重要課題。

本課程是為了適應這一新的需要而設的，是中級深造課程，具備一定的中英文水平和翻譯經驗或曾修讀本部翻譯班的人士可以選讀。

通過教學講解及練習評議，使學員深入研習各種法律文件的英漢範例，認識翻譯中要特別注意的問題，熟悉法律詞匯的含義，語句的結構與表達方法以及文體的特點，提高對法律文件翻譯應具有的意識和修養，從而掌握較好的翻譯技巧。

講授和研習的範圍包括基本法、經濟、合同、賦稅、仲裁等方面的法規的英漢翻譯。（限收二十五人）。

## 太古城校外課程

614. 基本日語	671. 基本普通話
615. 基本日語	672. 基本普通話
616. 基本日語	690. 高級普通話
617. 基本日語	692. 高級普通話
618. 基本日語	693. 高級普通話
634. 基本日語	744. 堪輿學之應用與價值
643. 高級日語	
644. 高級日語	745. 周易之應用與功能
659. 基本普通話	760. 東方紙黏土設計
660. 基本普通話	761. 紙黏土人物創作
662. 基本普通話	770. 國畫人物與走獸構圖寫作研習
668. 基本普通話	
669. 基本普通話	771. 歷代名家書法藝術研習
670. 基本普通話	

## **1990 Spring Extra Mural Prospectus**

The next issue of the Extra Mural Prospectus will be available in early January 1990. If you wish to be sent a copy of the Prospectus in January, 1990, kindly complete and return the name and address slip below, together with a \$2.50 stamp, to the Department of Extra-Mural Studies, University of Hong Kong, Pokfulam Road, Hong Kong. The envelope should be marked "Spring Prospectus".

### **一九九〇年春季校外課程手册**

本部將於一九九〇年一月初派發一九九〇年春季之校外課程手册。有意索取者請填妥下列表格，並附郵票二元五角，逕寄「香港薄扶林道香港大學校外課程部主任」收。信封請註明「春季手册」字樣。

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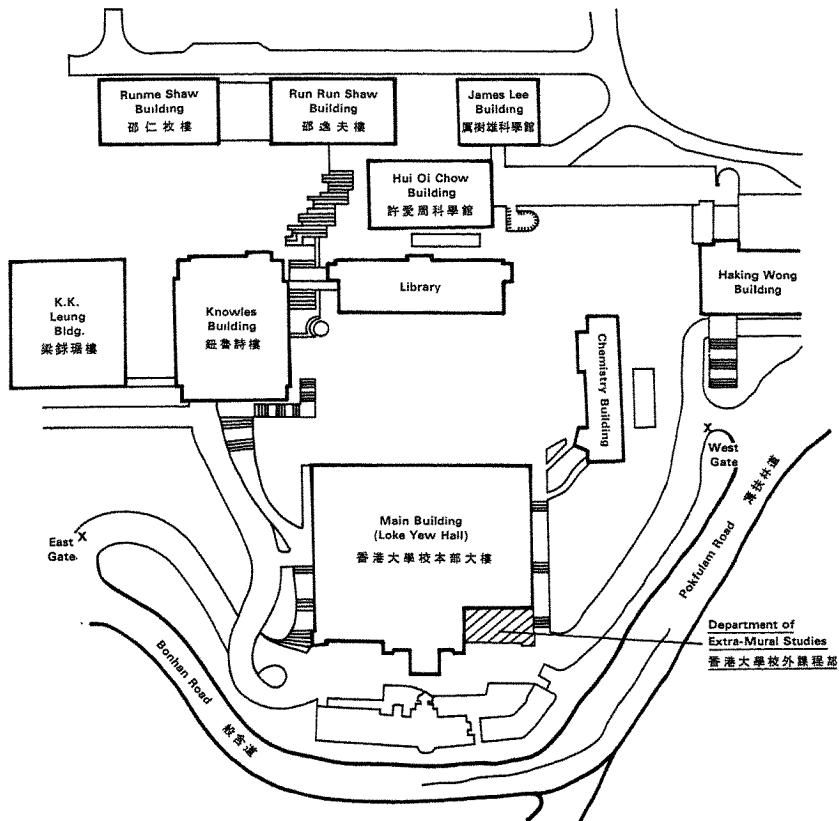
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