

11 JUN 1990



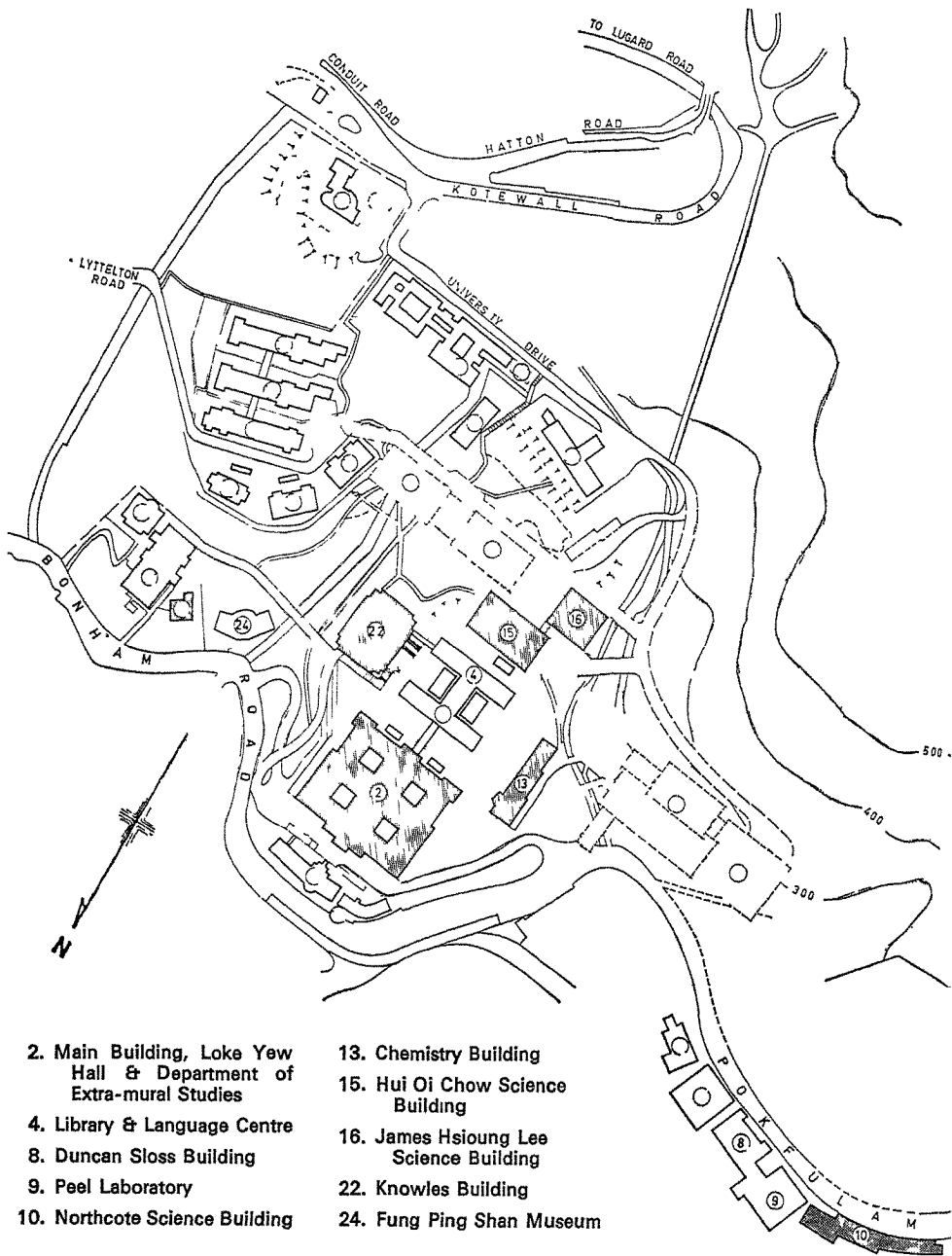
SPRING PROSPECTUS
1982

一九八二春季

香港大學校外課程手冊

Extra Mural Studies

University of Hong Kong



- | | |
|---|--|
| 2. Main Building, Loke Yew Hall & Department of Extra-mural Studies | 13. Chemistry Building |
| 4. Library & Language Centre | 15. Hui Oi Chow Science Building |
| 8. Duncan Sloss Building | 16. James Hsioung Lee Science Building |
| 9. Peel Laboratory | 22. Knowles Building |
| 10. Northcote Science Building | 24. Fung Ping Shan Museum |

UNIVERSITY OF HONG KONG GENERAL LAYOUT

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

Staff List

DIRECTOR

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

SENIOR STAFF TUTORS

T. W. Casey, *B.A. (Nott.), M.Phil. (H.K.), F.B.I.M.*
Duncan Macintosh, *M.A. (Cantab.), P.G.C.E. (Lond.),*
F.R.S.A., F.R.A.S., F.I.L.
S. G. Redding, *M.A. (Cantab.), Ph.D. (Manc.)*
Owen H. H. Wong, *M.A. (H.K.), Ph.D. (Cantab.)*

SENIOR ASSISTANT TO THE DIRECTOR

Mrs. Priscilla Tso, *M.A., Dip.Ed. (H.K.), Dip.Ad.Ed. (Manc.)*

STAFF TUTORS

J. P. Bensly, *M.A. (Oxon.), M.A. (Reading)*
Susan Cameron, *B.A. (Leicester), Dip.I.A. (Bradford)*
Y. S. Chan, *B.Sc., Ph.D. (H.K.)*
Wun-Fai Hau, *B.S.Sc., M.A. (Hawaii)*
D. R. Kemp, *M.Sc., Ph.D., Dip. Microbiol. (London)*
Miss N. P. Lee, *B.A., Dip.Soc.St. (H.K.), M.A. (Mich.)*
Martha Lesser, *B.S. (N.Y.U.)*
Wilson W. S. Ng, *M.Sc., Dip. Applied Microbiol. (Strath), Ph.D. (H.K.)*
H. K. Wong, *B.A. (H.K.), M.A. (Brunel), Dip.Soc.St. (H.K.)*
John D. Young, *B.A. (Cal-State), M.A., Ph.D. (Cal-Davis)*

DEMONSTRATORS

Samuel D. H. Chan, *B.Sc. (H.K.)*
Eva M. W. Yuen, *B.F.A. (Columbus College), M.A. (Case Western Reserve)*

SECRETARY

Mrs. Yvonne Wong

GENERAL INFORMATION

1. There are normally no entry requirements except that applicants should be over 18 years of age. Occasionally to have the full benefit of a course applicants must possess certain defined qualifications. Applicants are therefore advised to read the description of a course carefully. Professional courses usually have clearly defined entry requirements.
2. The Director may at his discretion refuse to admit an applicant.
3. Unless otherwise arranged, no Extra-Mural lectures will be held:
 - (a) on any public holidays.
 - (b) at a storm warning signal of No. 8 or above. (After the typhoon passes, if the No. 8 signal is lowered before 3 p.m., classes will take place as normal. If the signal is lowered after 3 p.m., classes will be cancelled that evening.)
4. *Fees are not refundable*, except in the event of a course being oversubscribed or cancelled.
5. Closing date for enrolment: one week before the starting date of a course.
6. For enquiries, please ring either 5-4097307 or 5-4097312 or 5-4097304 or 5-450021 (3 lines), during office hours.

HOW TO ENROL

7. 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.
8. You should send your application form together with the appropriate fee either in the form of a postal order, money order or crossed cheque made out in favour of the UNIVERSITY OF HONG KONG.
9. 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.**
10. Applicants can also enrol in person at the following places, but it would be helpful if fee payments could be made by crossed cheque rather than by cash:
 - (i) Department of Extra-Mural Studies, University of Hong Kong, University Main Building, Ground Floor, Pokfulam Road, Hong Kong (during office hours) Tel: 5-4097307 or 5-4097312 or 5-4097304.
 - (ii) Extra-Mural Town Centre, Wing On Centre, 8th floor, 111, Connaught Road Central (opposite Rumsey Street Car Park). Telephone: 5-450021 (3 lines). (Weekdays: from 9 a.m. to 6 p.m., Saturdays: 9 a.m. to 1. p.m.)

入 學 須 知

除特別規定學歷之課程外，祇需要年齡超過十八歲者，不限資格，均可申請入學。學員應詳閱課程簡介。

學員被取錄與否，由校外課程部主任審核報名申請書後決定之。

除特殊情形外，本部在下列期間不授課：

甲：本港公眾假期。

乙：本港天文台懸掛八號或以上風球之後。（颶風過後，如八號風球在下午三時以前除下，則照常上課，如風球在下午三時以後除下，當晚課程全部取消）。

除課程額滿或取消外，已繳學費，概不退還。

學員宜於開課一星期前報名，任何課程額滿後，即隨時截止報名，故學員應儘早報名。

除非特別註明，所有中文課程將以粵語講授。

本部詢問電話：5—4097307 或 5—4097312 或 5—4097304
或 5—450021（3 綫）

報 名 手 續

請填妥報名表格後連同學費郵寄「香港大學校外課程部主任收」。報名表格可隨時向本部索取。課程學額有限，敬希從速將報名表格寄回本部。

繳費可用支票，銀行本票，或郵政滙票，以「香港大學」名義抬頭，並加橫綫，連同報名表格，逕寄香港大學校外課程部主任收。

申請人如獲取錄，本部不另通知，可依照課程簡章所列之地點及時間上課。如課程取消或改期或申請人未獲取錄，則另函通知。

申請人亦可親往下列地點報名，繳費時，最宜用劃綫支票：

甲：香港大學校外課程部。

薄扶林道香港大學正座地下（辦公時間內）。

電話：5—4097307 或 5—4097312 或 5—4097304。

乙：校外課程部市區中心。

香港干諾道中一百一十一號永安中心八樓（孖士街停車場對面）。

電話：5—450021（3 綫）。（星期一至五：上午九時至下午六時。
星期六：上午九時至下午一時）。

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Art & Design

Staff Tutor : Martha Lesser, Telephone 5-450021

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

PRACTICAL STUDIO COURSES

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

440. Basic Freehand Drawing I. Tutor to be announced. *Tuesdays, 8.00–10.00 p.m., starting February 16, 1982. Room 10, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings.* **Fee: \$210**

This basic course in drawing techniques and theories will primarily emphasise three main areas; study of the human form by means of contour, gesture, weight and cross contour drawings; study of still life and architectural forms; and study of landscape. In addition there will be slide presentations to facilitate discussion of composition and style. Students will be encouraged to experiment with a wide range of media including pencil, pen and ink, charcoal, conté crayon, ballpoint, sign pen, brush and wash. *Students should note that there will be homework assignments each week and plan their time accordingly.*

441. Life Drawing. Peter Chancellor, Dip. A.D. (Birmingham), A.T.D. (London). *Tuesdays, 6.00–8.00 p.m., starting February 16, 1982. Room 10, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings.*

Fee: \$240 including model fee

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

442. Advanced Drawing Workshop. Martha Lesser, B.S. (N.Y.U.). *Thursdays, 8.00–10.00 p.m., starting February 18, 1982. Room 10, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings.* **Fee: \$175**

Planned for those with experience in the basic perceptual and dexterity skills of drawing, this course will focus upon and explore drawing as a vehicle for self expression and visual problem-solving. It will also explore varieties of mixed (drawing) media techniques. Class discussion will concentrate on the “finished” work that students prepare at home in order to assist them in achieving their own aims in drawing. Work time in the Studio will primarily be used for exploration of media. *In order to gain full benefit from the course students must be prepared to do a minimum of six hours of homework each week. In the event of over subscription an interview will be required.*

443. Western Painting. John Rose, Dip. A.D. (Gloucester), A.T.D., Cert. Ed. (Birmingham). *Fridays, 6.00–8.00 p.m., starting February 19, 1982. Room 10, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings.* **Fee: \$175**

Painting is an extremely wide ranging and complex area of study; it is not something which can essentially be “taught”. As such, this course is designed to help and guide students individually along the path of discovery, from whatever starting point they have already made. The wider aims will be directed towards development of sensitivity and sensibility, and the emphasis will be on *Observation*: the process of seeing, widening ones awareness and gaining knowledge and information; *Exploration*: analysing information and examining visual problems through use of media; *Exploitation*: the adventure of using media on the canvas to the fullest extent possible. Time will also be spent on the perennial questions of composition, colour, materials and technique. When appropriate brief slide talks will be given. *While tuition ends at 8.00 p.m., the studio will remain open till 9.30 p.m. so students may continue to work. Students will be expected to do homework and should plan their time accordingly. In the event of oversubscription an interview will be held.*

444. Introduction to the Techniques of Traditional Watercolour Painting. Tutor to be announced. *Tuesdays, 6.00–8.00 p.m., starting February 16, 1982. Room 11, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings.*

Fee: \$195

Traditional techniques of wet on wet, dry on wet, dry brush and others as used with watercolour, acrylic, and gouache, as well as the preparation and use of materials, and basic colour theory will form the basis of this course. The human figure, landscape, and still life will be the subjects or “take off points” for this media exploration. If deemed appropriate, there may be one or two field trips. *Students should note that there will be homework assignments each week, and should plan their time accordingly. Previous drawing experience is essential, and in the event of oversubscription an interview will be held.*

445. Introduction to Fabric Printing. Marion Hughes, D.A. (Dundee College of Art), Cert.Ed. (Glasgow). *Wednesdays, 7.00-9.00 p.m., starting February 17, 1982. Pokfulam Studio, 144 Pokfulam Road. 12 meetings. Fee: \$250*

All the main ways of printing patterns on to textiles as a traditional craft form will be introduced. Methods of block printing, silkscreen, batik and tie-dye will be explained and demonstrated so that students will be able to produce printed fabric at home. Equipment used is easily obtainable and in some cases can be made by the student. As well as printing specific articles, it is hoped that students will also produce lengths of printed fabric. In addition, the basic principles of design and drawing as they relate to textile design will be discussed. Students will be expected to provide most of their own materials. Inks and dyes will be provided for class use, and the cost of these is included in the course fee.

446. Presentation Drawing for Commercial Art. Patrick Fong, B.F.A. (Columbus College). *Tuesdays, 8.00-10.00 p.m., starting February 16, 1982. Room 11, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings. Fee: \$175*

Aimed at those with some experience in interior design or package design, this course will introduce the basic techniques and visual "symbols" used to describe a variety of materials and surfaces. Through a series of simple exercises in both black and white and colour students will build their vocabulary of descriptive techniques which will then be put to use in a series of more complex drawings such as interiors, architecture, automobiles, and others which require combined techniques. *Students should note that there will be a minimum of four hours of homework each week, and plan their time accordingly. In the event of oversubscription an interview will be required.*

447. Colour Reproduction and Printing for the Graphic Designer. Norman de Brackinghe, D.M.S., M.I.O.P., M.Inst.M.P., A.M.B.I.M., A.S.I.A. *Wednesdays, 8.00-9.30 p.m., starting February 17, 1982. Room 14, Extra-Mural Town Centre, Wing On Centre, 8/F. 10 meetings. Fee: \$110*

Relationships between the Graphic Designer and the Printer often become strained as it appears that the two elements are often working towards different ends instead of the same goal. The aim of this course is to help the designer to pick his way through the technology that gets thrown at him and to understand in basic terms what is happening in order to improve the communication between himself and the printer. The designer needs to know sufficient technology to understand the limitations of the processes that his work will go through in order to achieve a finished product. Once he does understand the limitations there is no reason why he cannot urge the printer towards those limits and in consequence extend both their ranges through a sense of discipline. The need for a course of this type is based on many years experience of working with graphic designers and acting as interpreter between the two factions. It is designed for those with a professional interest in the subject.

448. Introduction to Photography. Robert Thomson. *Mondays, 7.00-9.00 p.m., starting February 15, 1982. Room 13, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings.* **Fee: \$250**

Aimed at those with a serious interest in Photography as a vehicle for expression and communication, this course will cover the basic studio and darkroom techniques of black and white photography as well as choices of equipment and materials. Students will be expected to experiment in the media, and class critiques will be held on the results of these. Students must provide their own cameras. Basic darkroom materials and supplies to be used during class sessions will be provided.

Enrolment limited to 15.

449. Intermediate Photography. Wong Wo-bik, B.F.A. (Columbus College, Ohio), M.F.A. (Temple Univ.). *Tuesdays, 7.00-9.00 p.m., starting February 16, 1982. Room 13, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings.* **Fee: \$250**

Aimed at those who have a basic knowledge of photography, including basic darkroom experience, this course will lay emphasis on creative B + W darkroom techniques, such as solarization, photogram, photo-montage etc., and on various studio techniques such as lighting for portraiture, still life and others. Colour photography may be introduced in the latter part of the course if there is time and interest. *Class critiques will be held on assignments. In the event of oversubscription an interview will be required.*

450. Introduction to Colour Photography. Wong Wo-bik, B.F.A. (Columbus College, Ohio), M.F.A. (Temple University). *Thursdays, 7.00-9.00 p.m., starting February 18, 1982. Room 13, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings. 1 full day field trip.* **Fee: \$275**

Aimed at those with a basic knowledge of photography, including use of cameras and darkroom procedure, this course will introduce students to the technical and aesthetic aspects of colour photography. Working with both slides and colour negative film, students will learn how to best use and control various lighting situations for their own purposes, to effectively select subject matter, and to use colour to the best advantage. Emphasis will also be placed on the technical aspects of making colour prints from both slides and negatives. Hand colouring and retouching methods will be introduced, and there will be a brief look at the history of colour photography. *Assignments will be given, and class critiques will be held on the results of these. There will be one field trip on a Sunday. Paper and chemicals for use during class time will be provided and the cost of these is included in the course fee. Enrolment is limited to 15 students, and in the event of oversubscription an interview will be held.*

451. 初級攝影 (Introduction to Photography)

主 講 人：王和璧女士。

地 點：香港大學校外課程部市區中心 13 室。

時 間：一九八二年二月十九日起每星期五下午七時至九時。

全期學費：二百五十元。（共十二講）。

本課程將介紹攝影入門之各種技巧。內容包括：攝影機之運用，黑房沖晒技術，構圖研究及基本彩色攝影原理與應用等。課程將由淺入深，務使學員對一般攝影效果達到控制自如之地步，藉以鞏固學員之基礎，進而增加深造攝影藝術及技巧之機會。

452. 基本書道 (Introduction to Chinese Calligraphy)

主 講 人：翟仕堯先生。

地 點：香港大學校外課程部市區中心 11 室。

時 間：一九八二年二月十八日起每星期四下午六時至八時。

全期學費：一百七十五元。（十二講）。

旨在通過對中國歷代書體沿革與諸家風格之認識，使學員了解傳統書道之基本理法，以引起研習書道之興趣與基礎之建立，並觸發現代書道之實驗探索。

本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。

453. 中級書道 (Intermediate Chinese Calligraphy)

主 講 人：翟仕堯先生。

地 點：香港大學校外課程部市區中心 11 室。

時 間：一九八二年二月十九日起每星期五下午八時至十時。

全期學費：一百七十五元。（共十二講）。

旨在輔導學員本其固有之書道知識與技巧，對傳統書體作更深研習；藉以觸發個人風格之探索。

課程內容之編排，適合稍有書道基礎者深造與發展。本其所習各種書體之知識與技巧，對於面幅空間之設計，五色墨彩之變化與筆鋒運旋之韻律等藝術問題，既作更深入之研討，同時亦出以新的探索。除堂課練習外，學員並須以課外時間做習作。

454. 基本素描 (Basic Freehand Drawing)

主 講 人：阮曼華女士。

地 點：香港大學校外課程部市區中心 10 室。

時 間：一九八二年二月十七日起每星期三下午八時至十時。

全期學費：二百四十元。 (包括模特兒費) (共十二講)。

素描乃最基本之藝術表達形式。深厚之素描基礎不獨可以舒發個人思想及感情，並有助於其它視覺藝術之探索及學習。

本課程將從基本素描技法入手，務使學員認識線條、光暗、質量、形態及空間在繪畫構圖上之意義及運用關係，並從創作練習及作品欣賞和探討過程中，啟發其對環境之觀察能力及對藝術內涵和靈感之領悟。

455. 人體素描 (Life Drawing)

主 講 人：阮曼華女士。

地 點：香港大學校外課程部市區中心 10 室。

時 間：一九八二年二月十七日起每星期三下午六時至八時。

全期學費：二百四十元。 (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。課程並輔予幻燈片及電影等視覺器材作人體畫風格和理論等探討。學員必須以課外時間做習作。

456. 乳膠彩畫 (Painting in Acrylic)

主 講 人：陳餘生先生。

地 點：香港大學校外課程部市區中心 10 室。

時 間：一九八二年二月十五日起每星期一下午六時至八時。

全期學費：一百九十五元。 (共十二講)。

本課程將着重探討乳膠彩之各種性能和特質，包括其水彩與油彩性，平薄與機理性，透明與非透明性，乾筆及其他技巧等。學員將藉着靜物，人物，風景和想像內容之題材，發揮不同平面之物料效果。學員須具繪畫基礎及以課外時間做習作。課程並輔予幻燈片及習作研討。除已定之課堂時間外，畫室將開放至晚上九時三十分止，以便學員繼續課堂練習。

噴畫技術及運用 (Air Brush Painting)

講人：馬耀平先生。

點：香港大學校外課程部市區中心 11 室。

間：一九八二年二月十八日起每星期四下午八時至十時。

期學費：二百二十五元。（共十二講）。

近年來噴筆技術在藝術及商業設計之領域中帶有刺激性影響。適當之技術運及配以其他物料，則可製造獨特之效果。

導師將從其豐富之商業插圖經驗入手，使學員實習各種噴筆技巧，以發揮其美術創作。課程並輔予幻燈片研討及專題示範，同時提供簡單及廉宜之噴畫工具置方法，務使學員可在居所內自行創作。

學員須具繪畫經驗並購置約二百元之噴筆及其他物料。如報名人數超額，會舉行面試。

8. 商業美術設計 (Commercial Art and Design)

講人：馬耀平先生。

點：香港大學校外課程部市區中心 11 室。

間：一九八二年二月十五日起每星期一一下午八時至十時。

期學費：一百七十五元。（共十二講）。

旨在通過實際設計練習，使學員增加基本設計之知識，並能在短期內掌握一定的意念構思能力及表達技巧。

課程內容包括：器材及物料運用，平面設計及色彩原理，照片及攝影特別效果之處理，字體設計，插圖技巧，正稿製作及印刷常識等。並輔予幻燈片及實例作研討，及實地參觀商業美術設計之製作過程。學員必須以課外時間做習作。

DAYTIME COURSES

159. Life Drawing Workshop. Eva Yuen, B.F.A. (Columbus College), M.A. (Case Western Reserve), Co-ordinator. *Fridays, 10.00 a.m.-12.00 noon, starting February 19, 1982. Room 10, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings. Fee: \$155*

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 12 life drawing practice sessions aimed at those already engaged in the study of life drawing. Though no formal tuition, as such, will be given, a member of the Art and Design teaching staff will be present to plan and organize model poses and to give informal comments and critiques as requested or required. *Applicants must have previous experience in life drawing or freehand drawing, and be able to plan their own drawings, choose materials, etc. In the event of oversubscription an interview will be required.*

460. Intermediate Freehand Drawing. Martha Lesser, B.S. (N.Y.U.). *Mondays, 10.00 a.m.—12.00 noon, starting February 15, 1982. Room 10, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings.* **Fee: \$210**

Aimed at those with a range of experience in basic freehand drawing, including line, tone, mass, texture, etc., this course will emphasize use of media and composition for self-expression in drawing. A variety of subjects will be used as "take-off points" including the figure, still life, landscape, dreams and memory. *Students must be prepared to do a minimum of six hours homework each week, and in the event of oversubscription an interview will be required.*

461. Introduction to Fabric Printing. Marion Hughes, D.A. (Dundee College of Art), Cert.Ed. (Glasgow). *Thursdays, 9.45 a.m.—11.45 a.m., starting February 18, 1982. Pokfulam Studio, 144 Pokfulam Road. 12 meetings.* **Fee: \$250**

See entry for Course No. 445.

462. Introduction to Ukiyo-e. Joan Hall Scott, M.A. (Univ. of Penna.). *Tuesdays, 10.00—11.30 a.m., starting February 16, 1982. Room 14, Extra-Mural Town Centre, Wing On Centre, 8/F. 6 meetings.* **Fee: \$75**

In the hands of the Japanese the media of the woodblock print was raised to a higher technical and aesthetic level than anywhere else in the world. In this series of introductory lectures these woodblock prints will be seen in the social and historical context of 17th—19th Century Japan. The technical evolution of the art form and its aesthetic conventions will be discussed. Also included in this illustrated course will be practical pointers about collecting, authenticating, and conserving prints.

463. An Introduction to the Religion and Art of South-East Asia. Mrs. Rajeshwari Ghose, B.A. (Calcutta), M.A. (H.K.). *Fridays, 10.15—11.45 a.m., starting February 19, 1982. Room 21, Extra-Mural Town Centre, Wing On Centre, 8/F. 14 meetings.* **Fee: \$125**

See entry for Course No. 464.

ART APPRECIATION

464. An Introduction to the Religion and Art of South-East Asia. Mrs. Rajeshwari Ghose, B.A. (Calcutta), M.A. (H.K.). *Wednesdays, 6.00—7.30 p.m., starting February 17, 1982. Room 22, Extra-Mural Town Centre, Wing On Centre, 8/F. 14 meetings.* **Fee: \$125**

This illustrated course will provide an introduction to the origin and development of Hinduism and Buddhism in India and study the regional transformations that they underwent in South East Asia. It will then focus on the history and development of Hindu-Buddhist art in Indonesia, Thailand, Cambodia, Burma and Sri Lanka.

465. Chinese Art and Artifacts. Deborah Fairman, B.A. (Hamilton Univ.), M.S. (Hunter College, C.U.N.Y.). *Mondays, 6.15-7.45 p.m., starting February 15, 1982. Room 20, Extra-Mural Town Centre, Wing On Centre, 8/F. 10 meetings.*

Fee: \$110

This course, designed to answer common queries about the symbolism of Chinese Art motifs and the function of various esoteric Chinese objects, will commence with a brief history of Chinese Art, including the bronzes and ritual jades of the Shang and Chou Dynasties, the introduction of Buddhism into China with emphasis on its impact on Chinese Art, Sung painting and ceramics, and the decorative arts of the Ming Dynasty. But the main focus of the course will be on Chinese art and artifacts still available in Hong Kong. In this section stress will be placed on art motifs and symbolism as exemplified in the porcelain of the Ming and Ching periods, especially underglaze cobalt blue wares, Chinese and Mongol silver jewellery and ornaments, later Chinese blackwood furniture and interesting objects like incense clocks, handwarmers, objects associated with cricket keeping and fighting, basketry and other articles.

Enrolment limited to 20.

466. English Life on Canvas: an Examination of English Painting of the 18th and 19th Centuries. Kathryn Moore Heleniak, B.A. (Michigan), Ph.D. (New York Univ.). *Tuesdays, 6.15-7.45 p.m., starting March 9, 1982. Room 22, Extra-Mural Town Centre, Wing On Centre, 8/F. 8 meetings.*

Fee: \$100

Great Britain flourished during the 18th and 19th Centuries not only as the font of the industrial revolution and as a prominent world power, but also as the centre of remarkable creativity in the visual arts as seen for example in the work of such painters as Hogarth, Gainsborough, Blake, Constable and Turner. This course will examine their art as well as the painting of other important figures during the period (the painters of Dickensian life in England; the Pre-Raphaelites; the painters of the China Coast and India; Whistler, Beardsley and the world of aestheticism) in order to establish the stylistic development of British art and also to reveal the deep-seated interests, aspirations, prejudices and fears then preoccupying the population of the burgeoning island nation. In this way British art will provide a unique focus for studying English life and English society during one of the most crucial periods of English history.

467. Christian Art in the West. Carolyn Muir, B.A. (Wellesley), M.A. (Univ. of Penn.). *Wednesdays, 6.15-7.45 p.m., starting February 17, 1982. Room 14, Extra-Mural Town Centre, Wing On Centre, 8/F. 8 meetings.*

Fee: \$100

Art and Christianity have long been linked. For over a thousand years Christian-inspired art dominated Western Europe, and though severely challenged by secular art, it has continued to appear well into the 20th Century. The visual images relating to Christianity have varied considerably during this time. This illustrated course will examine the changing images of a selected group of major Christian figures and themes (e.g. Jesus Christ, Virgin Mary, Nativity, Crucifixion, Last Judgement). Particular attention will be given to the relationships between the images and written texts, as well as the reasons behind changes in imagery. Emphasis will also be placed on examining major historical and intellectual events affecting Christianity and consequently Christian Art.

468. Art Since 1945. Nina Corazzo, M.A. (Indiana). *Thursdays, 8.15-9.45 p.m. starting March 4, 1982. Room 22, Extra-Mural Town Centre, Wing On Centre, 8/F*
8 meetings. **Fee: \$100**

Art produced since 1945 has had as resounding an impact on its audience as that created in the early 20th Century. The controversial currents of Post-World-War II art, which had its roots in American art, will be examined. Included in the scope of the study are the following topics: American Abstract Expressionism; Pop art; Colour-Field Painting; Hard Edge Painting; Earth-works; Performances; and Feminist art. The work of such artists as Jackson Pollack, Andy Warhol, Roy Lichtenstein, Jasper Johns, Frank Stella, Christo, Acconci, and Judy Chicago will be discussed.

469. 藝術家講座 (The Artist Speaks)

主持人：周綠雲女士。

地點：香港大學校外課程部市區中心 11 室。

時間：一九八二年二月十七日起每星期三下午八時至十時。

全期學費：二百元。（共十五講）。

任何一位藝術家，無論是對終身的藝術風格發展，或是對每件作品的處理，其創作手法和成果都有個人的特點。藝術家的創作成長都受多種因素影響，尤其美學觀念和個人喜好更是顯著，而生活的經歷和背境亦常是其「藝術選擇」的根源。正因為藝術創作並沒有絕對的方法，故這個專為藝專學生和有興趣人士而設的課程，特別邀請多位知名畫家，講述他們的作品，生活經驗和對繪畫媒介的心得。參與講座的資深藝術家有何百里先生，吳孤鴻先生，徐子雄先生，陳福善先生，譚志成先生及顧媚女士。

See also:

687. 陶藝雜談（第 83 頁）

688. 山水國畫的基本寫法（第 84 頁）

690. 水墨山水畫（第 85 頁）

692. 中國書法的研習與運用（第 85 頁）

695. 篆刻藝術（第 87 頁）

Business Studies

Staff Tutor : Susan Cameron, Telephone 5-4097305

Courses Nos. 470 to 478 are designed to be of assistance to those preparing for the examinations of the Association of Certified Accountants, the Institute of Cost and Management Accountants, the Institute of Chartered Secretaries and Administrators, and some will also be relevant for some subjects in the Hong Kong Society of Accountants examination scheme. The courses are a complement to, not a substitute for, correspondence courses. Students should make their own arrangements for sitting the relevant examinations.

470. Financial Accounting, Foundation Stage Part 2. Chung Yi-ching, A.C.I.S. *Fridays, 7.15-9.15 p.m., starting February 12, 1982. Room 121, University Main Building. 10 meetings.* **Fee: \$120**

In the second part of the Foundation course, accounts of limited companies will be introduced, as will interpretation and appraisal of accounting information, departmental accounts, cash flow statements, the treatment of reserves and provisions, further aspects of depreciation, goodwill and concepts relating to the recognition of revenue.

471. Intermediate Accounting. Chan Sai-man, Gabriel, A.C.I.S., A.C.M.A., A.H.K.S.A., M.B.I.M. *Mondays, 6.30-8.30 p.m., starting February 8, 1982. Room 103, University Main Building. 15 meetings.* **Fee: \$155**

Topics selected from the A.C.C.A. syllabus for discussion will be: partnership accounts with emphasis on change of partners, dissolution and conversion to limited companies, and accounts of limited companies, including issue and redemption of shares and debentures, final accounts for publication, principles of consolidation, interpretation of accounts and flow of funds statement.

472. Advanced Financial Accounting. Wong Kai-lun, A.I.B., A.C.C.A. *Tuesdays, 7.15-9.15 p.m., starting February 9, 1982. Room 121, University Main Building. 16 meetings.* **Fee: \$190**

The tutor will select topics from the A.C.C.A. syllabus for Accounting 4. This syllabus covers group accounts, principles of consolidation, theory in relation to the nature and measurement of business income, aspects of financial statement construction, presentation and interpretation of accounts, accounting treatment of reorganisation and amalgamations and accounting for price level changes. These topics will be treated at the highest level. Only students showing evidence of having passed the Accounting 3 level (or equivalent) will be enrolled on this course.

473. Company Law for Accountants. So Yuk-sing, LL.B. *Mondays, 6.15-7.45 p.m., starting February 8, 1982. Room 121, University Main Building. 16 meetings.* **Fee: \$140**

Following the A.C.C.A. syllabus this course will cover legal concepts and procedures of incorporation; memorandum and articles of association; promoters, prospectus and financial aspects of share capital, dividends, bonus and rights issues; directors and company secretary; membership; returns and statutory records; accounts and disclosure requirements; auditors; meetings; reconstruction, amalgamation and winding-up. Related case studies will be presented where appropriate.

474. Data Processing and Systems Design. Tony C. K. Yip, B.Sc. (Alberta). *Fridays, 6.00-7.30 p.m., starting February 12, 1982. Room 20, Extra-Mural Town Centre, Wing On Centre, 8/F. 17 meetings.* **Fee: \$155**

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

475. Statistics for Accountants. K. G. Jones, B. Com. (Melbourne), F.C.C.A., F.H.K.S.A., F.A.S.A., F.C.I.S., Principal Lecturer, Hong Kong Polytechnic. *Saturdays, 3.00-5.30 p.m., starting February 13, 1982. Room 121, University Main Building. 10 meetings.* **Fee: \$145**

The aim of this course is to give students an understanding of the nature of statistical relationships and how to interpret them as an aid in business planning and control. The course will follow the A.C.C.A. syllabus and topics to be studied include: the nature of statistics, sources, interpretation and collection of data, how to summarise and present data, statistical inference, introductory probability, sampling, correlation and regression, and measurement of change. The course also caters for parts of the H.K.S.A. syllabus, and for those accountants and chartered secretaries who have a general interest in the subject.

476. Costing. John Ellis, F.I.I.A., F.H.K.S.A., A.A.S.A., A.A.I.M., A.C.I.S., M.I.T.O. *Mondays, 6.15-8.15 p.m., starting February 8, 1982. Room 141, University Main Building. 14 meetings.* **Fee: \$150**

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

77. Auditing. Andy S. C. Lee, B.B.A., A.C.C.A. *Tuesdays, 6.00-7.30 p.m., starting February 9, 1982. Room 20, Extra-Mural Town Centre, Wing On Centre, 8/F. 15 meetings.* **Fee: \$130**

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

78. Law and Procedure of Meetings. Desmond Lee, B.Sc. (Eng.), B.Sc. (Econ.), Dip.M.S., A.M.B.I.M., A.C.I.S. *Tuesdays, 7.35-9.05 p.m., starting February 16, 1982. Room 20, Extra-Mural Town Centre, Wing On Centre, 8/F. 14 meetings.* **Fee: \$130**

The general principles and practice relating to company meetings will be considered including such aspects as drawing up of agenda, notices, minutes, voting and proxies and the rights and restrictions regarding the holding of meetings. While the course is primarily designed to assist students taking professional examinations, it will also be helpful to business executives, providing them with guidelines for conducting more effective meetings.

479. An Introduction to Financial Management. Chan Wing-yiu, M.B.A., A.C.M.A. *Thursdays, 6.30-8.30 p.m., starting February 18, 1982. Room 103, University Main Building. 12 meetings.* **Fee: \$140**

This introductory course in financial management is for those who have not studied the subject before but who wish to have a general coverage in this area in order to improve their financial management knowledge. Topics to be discussed: working capital management, business finance, financial structure and the cost of capital and forms of financial information.

480. Financing and Management of Corporate Assets. Wong Chee-wai, M.B.A., B.Com., B.A. *Wednesdays, 7.15-8.45 p.m., starting February 17, 1982. Room 121, University Main Building. 13 meetings.* **Fee: \$115**

The problems and theories of financial management related to corporate cash management, control of accounts receivable and trade-credit management, principles of inventory management, short and intermediate term financing and financial evaluation of a potential acquisition will be studied. Special topics such as financial analysis and projections and the analysis of business failure will also be covered, and case studies will be used to illustrate principles. This course is designed for junior and middle executives who already have a basic understanding of financial management and/or elementary accounting and seek to broaden their knowledge in financial management.

481. Costing: Theory and Practice. Choi Kwok-lam, A.C.M.A., A.H.K.S.A., Dip.M.S. (Derby). *Fridays, 7.45-9.15 p.m., starting February 12, 1982. Room 20, Extra-Mural Town Centre, Wing On Centre, 8/F. 14 meetings. Fee: \$130*

This course aims to provide an understanding of some of the costing theories and their application to practical tasks. The subjects to be discussed include the use of cost data in decision-making, budgetary control and contribution concept. People in manufacturing and service industries who possess a basic knowledge in costing may find this course useful. It will also be useful to students taking professional examinations.

482. O. & M. (Part II). Richard H. K. Kong, A.I.B., M.B.I.M., A.M.I.T.D., M.Inst.A.M. *Saturdays, 2.00-3.30 p.m., starting February 20, 1982. Room 16, Extra-Mural Town Centre, Wing On Centre, 8/F. 8 meetings. Fee: \$85*

As a companion course to O. & M. (Part I), attention will be concentrated on the practical aspects of O. & M. work. Participants who are interested in or responsible for the efficiency of office procedures can benefit most from the course. In addition to the study of form design and control, office equipment appraisal, office layout planning, and relevant aspects of human relations and motivation, students will be given opportunities to discuss the application of O. & M. techniques to their particular problems.

483. Company Secretaryship. J. A. Ellis, E.D., F.I.I.A., F.H.K.S.A., A.A.S.A., A.A.I.M., A.C.I.S., M.I.T.O. *Tuesdays, 6.15-8.15 p.m., starting February 9, 1982. Room 103, University Main Building. 12 meetings. Fee: \$135*

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

484. Fundamentals of Share Investment. Walter Chung, M.B.A. (U.N.S.W.), M.I.E. (Aust.). *Saturdays, 2.45-4.15 p.m., starting February 20, Room 415, Knowles Building, University of Hong Kong. 12 meetings. Fee: \$130*

Designed for anyone with a general interest in Stock Market Investment, the course objectives will be to make comparative analysis of the Stock Market as a medium for investment, to discuss and practise a number of analytical techniques relevant to share investment and to discuss strategies for improvement of share investment performance.

485. An Introduction to Hong Kong Taxation. Tam Tak-ding, A.C.C.A., A.H.K.S.A., A.C.I.S. *Mondays, 7.45-9.15 p.m., starting February 15, 1982. Room 20, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings. Fee: \$110*

This course is intended to provide information of a general character regarding the Hong Kong Taxation System. Topics to be discussed will include the four principal taxes, namely, Profits Tax, Salaries Tax, Property Tax and Interest Tax.

16. 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.

場 點：香港大學校外課程部市區中心 30 室。

時 間：一九八二年二月十一日起每星期四下午六時十分至七時四十分。

全 期 學 費：一百二十元。 (共十三講)。

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、物業稅及利息稅，亦涉及有關個人之估稅問題，除作簡易之原理講述外，主講人亦與學員討論實際之應用問題、與如何填寫各種報稅表格及如何向稅局追討發還超額繳納之稅款，各學員應在開課購買——「香港稅務法例」，作為聽講時參考之用。

由於專門術語皆以英語為本，學員須具有英語知識。

17. 基本財務管理 (Basic Financial Management)

主 講 人：盧展輝先生, A.C.C.A., A.H.K.S.A., A.C.I.S., C.P.A.

場 點：香港堅尼地道 7 號聖約瑟書院 L6C 室。

時 間：一九八二年二月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：一百元。 (共十講)。

本課程範圍包括：商業機構之組織；資本之種類及集資的方法；資本之結構及策劃；營運資金；未來資金折現法及會計報告之分析。

See also :

591. Company Law in Practice. (Page 58)

592. Hong Kong Revenue Law. (Page 58)

647. 中國貿易普通話班 (第 73 頁)

715. Computerisation Made Simple. (Page 98)

716. Computer Applications: the Executive's Viewpoint. (Page 98)

Economics, Banking & Statistics

Staff Tutor : W. F. Hau, Telephone 5-4097304

488. Hongkong Statistics for Business. *Fridays, 5.45-7.45 p.m., starting March 5, 1982. Room 28, Extra-Mural Town Centre, Wing On Centre, 8/F. 11 meetings.* **Fee: \$300** (including publications and reports)

This course is offered in cooperation with the Census and Statistics Department. It is designed to put managers, administrators and planners in closer touch with the statistical data available in Hong Kong, and to show how such data may be used to assist in business and forecasting. The course is an integrated series of lectures/seminars by experts in the field.

Population and Community Statistics	Joseph Lee, B.A., M.Sc. Assistant Commissioner
External trade statistics: sources, methods and uses	K. L. Ng, B.A., M.S. Assistant Commissioner
Manufacturing industry: cost structure, inter-industry comparisons, censuses of industrial production, economic outlook	K. Y. Tang, B.Soc.Sc. Senior Statistician
Distributive trades	M. Y. Yeung, B.A. Senior Statistician
Labour: employment, unemployment, underemployment	S. M. Tam, B.A. Senior Statistician
Prices and wages	John Lee, B.A. Senior Statistician
National accounts: national accounting identity, expenditure components of gross domestic product, current and constant price estimates	Frederick Ho, B.Sc., F.I.S. Assistant Commissioner
Monetary sector: money supply, loans and advances, liquidity, interest rates, exchange rates	H. Y. Cheung, B.Soc.Sc. Economist (Monetary Affairs Branch, Government Secretariat)
Applications of social statistics in planning	H. W. Fung, B.Soc.Sc. Senior Statistician K. T. Leung, B.A., M.B.A. Senior Statistician
Applications of economic statistics: macro-economic applications, structure of the Hong Kong economy, micro-economic applications	Frederick Ho, B.Sc., F.I.S. Assistant Commissioner

Panel discussion: use of economic indicators and statistics for business and administration

Joseph Yam, B.Soc.Sc.
Principal Assistant Secretary
(Economic Services Branch,
Government Secretariat)
Frederick Ho, B.Sc., F.I.S.
Assistant Commissioner

489. Principles of Stock Market Investment. C. K. Chew, B.Sc. (Loughborough), M.Sc. (Warwick). *Thursdays, 6.00-7.30 p.m., starting January 7, 1982. Room 20, Extra-Mural Town Centre, Wing On Centre, 8/F. 8 meetings. Fee: \$140*

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

490. Principles of Economics I. K. K. Cheung, M.A. (Econ.) (Carleton). *Thursdays, 6.00-7.30 p.m., starting March 11, 1982. Room 20, Extra-Mural Town Centre, Wing On Centre, 8/F. 14 meetings. Fee: \$200*

An introduction to the theoretical concepts of economics. Topics concerning utility and value, prices and costs, markets and firms, welfare and income distribution, national income analysis, money, public finance, trade, economic growth and development will be discussed in relation to the present-day institutional framework. The relevance of economic analysis to the conduct of public and business affairs will also be examined. This course is suitable for candidates preparing for professional examinations requiring a paper in basic economics.

491. Principles of Economics II. K. K. Cheung, M.A. (Econ.) (Carleton). *Thursdays, 7.45-9.15 p.m., starting March 11, 1982. Room 30, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings. Fee: \$200*

An intermediate treatment of micro- and macro-economic theories. Other than the exploration of economic concepts, students will be encouraged to apply economic principles to current economic problems and to understand the nature of economic policy in an open economy. The course is designed for those who have taken Principles of Economics I or its equivalent. Good mathematics is not required but ability to interpret graphical presentation is essential.

492. Quantitative Methods in Business & Economics. Eddie Wong, Master of Mathematics (Waterloo). *Thursdays, 7.45-9.15 p.m., starting February 18, 1982. Room 20, Extra-Mural Town Centre, Wing On Centre, 8/F. 16 meetings. Fee: \$200*

An introduction to the application of statistical methods to economic analysis. The objective is to establish quantitative relationships among economic variables

with the aid of statistics. Furthermore, students will be exposed to the use of time series and regression analysis in economic forecasting. Basic methods of econometrics will be presented as simply as possible without recourse to advanced mathematics and statistics, although high school mathematics is essential. It is hoped that the student will acquire a fairly good intuitive feeling about a field which is of increasing importance in business and public planning and management.

493. Practice of Banking I. C. S. Chan, A.I.B. *Fridays, 8.00–9.30 p.m., starting February 12, 1982. Room 28, Extra-Mural Town Centre, Wing On Centre, 8/F. 14 meetings.* **Fee: \$180**

The objective is to provide students with basic banking knowledge. Topics to be discussed will include: relationship of banker and customer, banking operations, types of account-holder, securities for advances, advances to customers and bank services. This course may be suitable for students who are preparing themselves for professional examinations in Banking.

494. Practice of Banking II. David Ho, A.I.B. *Wednesdays, 8.00–9.30 p.m., starting February 17, 1982. Room 415, Knowles Building, University of Hong Kong. 14 meetings.* **Fee: \$180**

This course is designed for those who will be taking Paper 2 of Practice of Banking of the Institute of Bankers. Topics will include financial statement analysis, financial forecasting, credit evaluation and structure, pricing and profitability, factoring, import/export finance, marketing.

495. O. & M. Relating to Banking. Conrad Chang, B.Soc.Sc. (H.K.), A.I.B., A.C.I.S. *Mondays, 7.45–9.15 p.m., starting February 22, 1982. Room 122, University Main Building. 14 meetings.* **Fee: \$180**

The objective of the course is to provide participants with basic knowledge of O & M techniques in relation to bank operations. Topics will include: work study in the bank, introduction to method study and work measurement, forms design and control, charting techniques, office layout and working environment, office machines, procedure manual and report writing. This course may be suitable for banking students and those who have recently joined the bank's management services department.

496. Foreign Exchange. Kong Hin-man, A.I.B., M.Inst.A.M. (Dip.), A.F.I.B.A. *Mondays, 7.45–9.15 p.m., starting February 15, 1982. Room 22, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings.* **Fee: \$200**

Foreign exchange risk can affect everybody especially those who are involved in foreign currency transactions. The course is tailored for those who want to understand in depth the operations of foreign exchange and money markets. Discussion will centre on means of hedging foreign exchange risk, exchange rate forecasting, interest arbitration and the relationship of foreign exchange markets and money markets. Internal administration and control procedures will also be included.

497. Finance of Foreign Trade. W. K. Poon, A.C.I.S., A.I.B., M.B.I.M.
Mondays, 6.00-7.30 p.m., starting February 15, 1982. Room 22, Extra-Mural Town Centre, Wing On Centre, 8/F. 15 meetings. **Fee: \$200**

The tutor will select topics from the AIB syllabus for Finance of International Trade and Foreign Exchange. Topics include: foreign exchange market, rate of exchange, spot and forward rates, swaps and arbitrage, funds management, methods of making international payments, collection of clean and documentary bills, documentary letters of credit, ECGD services.

498. Law Relating to Banking. W. K. Poon, A.C.I.S., A.I.B., M.B.I.M.
Tuesdays, 6.15-7.45 p.m., starting February 16, 1982. Room 415, Knowles Building, University of Hong Kong. 14 meetings. **Fee: \$200**

The objective of the course is to provide students with knowledge of the elements of law which are relevant to banking practice. It is intended for those who are working in a bank or are closely associated with banking in their daily business.

Topics to be discussed include relationship between banker and customer; types of accounts; partnership and company law; negotiable instruments with particular reference to drawing, issue, negotiation, collection and payment of cheques; advances to customers.

499. International Banking. Kenneth C. S. Kwan, M.B.A. (Hawaii).
Mondays, 6.00-7.30 p.m., starting February 15, 1982. Room 14, Extra-Mural Town Centre, Wing On Centre, 8/F. 14 meetings. **Fee: \$170**

A course for individuals entering the international banking field as management trainees or credit analysts and for those interested in the various sectors of international banking practice. Credit analysis, international loan syndication and bond issue, project financing, country risk, management of foreign exchange and currency risk and international corporate finance are among the topics to be discussed. Enrolment will be limited to 30 students and will be by selection of those most qualified to benefit from the course. Preference will be given to sponsored students. Applicants should have college level economics and finance.

Recommended text: Multinational Business Finance by David K. Eiteman and Arthur I. Stonehill, second Edition. (Addison Wesley, 1979).

500. 銀行實務概論(二) (Principles of Banking Practice II)

主 講 人：徐志輝先生。

地 點：香港大學校外課程部市區中心 14 室。

時 間：一九八二年二月二十三日起每星期二下午六時至七時三十分。

全期學費：一百四十元。 (共十二講)。

本課程為承接「銀行實務概論一」而設。內容包括各類銀行服務，放款的原則，抵押品的種類及審查，銀行賬目之基本認識，資金的調動和分配，出入口押匯原理等。

501. Elements of Statistical Theory I. Bacon-Shone, J. H., B.Sc. (Durh.); M.Sc. (London), Ph.D. (Birmingham), Lecturer in Statistics, University of Hong Kong. *Wednesdays, 6.15-7.45 p.m., starting February 17, 1982. Room 415, Knowles Building, University of Hong Kong. 14 meetings.* **Fee: \$140**

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

502. Survey Sampling. Mrs. Tang-Mok Mo Ching, B.Sc. (Math.), M.Sc. (Stat.) (Glasgow). *Saturdays, 2.00-3.30 p.m., starting February 27, 1982. Room 230, Knowles Building, University of Hong Kong. 10 meetings.* **Fee: \$120**

This course is designed for those who would like to design and carry out sample surveys or those who would like to take professional examinations in Statistics. Topics will include: sample design, random and quota sampling, stratified sampling, multi-stage sampling, cluster sampling, estimation of parameters with and without constraints, interviewing, postal surveys, panels, pilot surveys, non-sampling errors, design factor, Survey Sampling in Hong Kong. It is desirable that applicants have at least some basic knowledge of statistics.

See also:

- 475. **Statistics for Accountants.** (Page 16)
- 530. **Economics for Sixth Form Teachers.** (Page 35)
- 595. 銀行法概論 (第 59 頁)

**In order to receive the next issue of this
Prospectus, please turn to page 118.**

Management Studies

Staff Tutor : T. W. Casey, Telephone 5-4097306

503. An Introduction to Business Management. Auyeung Ying-fai, B.A. (Whitworth Coll.), M.B.A. (Portland State). *Saturdays, 2.00-3.30 p.m., starting February 6, 1982. Room 14, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings. Fee: \$120*

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 will be examined, together with the design of structure 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—and case studies will also be reviewed. 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.

504. An Introduction to Marketing Management. Albert Chan, B.Sc. (H.K.), M.B.A. (C.U.H.K.). *Tuesdays, 6.00-7.30 p.m., starting February 9, 1982. Room 30, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings. Fee: \$120*

Marketing has been described as the performance of those activities that direct the flow of goods and services from producer to consumer or user. This concept will be considered from its base to the modern practice of marketing management. The course has been designed for those who have no previous experience of the implications of marketing techniques and who wish to equip themselves for work in this field. Special attention will be paid to the organization of various marketing activities in order to ensure that they are properly co-ordinated.

505. Managing the Marketing Function. Danny Lam, B.Comm. (Dalhousie), Dip.Bus.Admin. *Saturdays, 2.00-3.30 p.m., starting February 6, 1982. Room 18, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings. Fee: \$120*

Adoption of the Marketing Concept requires that an organization should examine all of its component activities to ensure that they are geared towards the achievement of objectives in the market place. The elements of the marketing mix will be explained and analyzed, notably product planning, pricing policy, channels of distribution, and promotion and advertising. Market forces will also be reviewed, ranging from buyer behaviour, to trade behaviour, competitive activity, the role of government and the research techniques necessary to define them. This course will be of interest to individuals recently entered or who intend to enter the Marketing field and who wish to make a comprehensive assessment of all features of marketing strategy.

506. Marketing Management. Gavin Wu, B.B.A., M.B.A. (Iowa). *Mondays 6.00–7.30 p.m., starting February 8, 1982. Room 30, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings.* **Fee: \$120**

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

507. International Marketing. Nelson Cheung, B.B.A. (C.U.H.K.). *Fridays, 7.15–8.45 p.m., starting February 5, 1982. Room 142, University Main Building. 12 meetings.* **Fee: \$120**

Marketing is a selling philosophy and an art of achieving objectives through the satisfaction of others. This course uses a managerial approach as the basis for decision-making in international marketing management. Topics covered include: planning and organizing for international marketing, international policy on product, pricing, promotion and distribution channels, co-ordination and controlling of world marketing operations. Advertising in some specific markets will also be considered. This course is intended for those who want to become marketing management executives working in an international context. Knowledge of basic marketing will be an advantage but is not essential.

508. Marketing: Problems, Concepts and Research. Ernest Wan, B.Sc., M.B.A. (C.U.H.K.). *Wednesdays, 7.45–9.15 p.m., starting February 10, 1982. Room 20, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings.* **Fee: \$120**

The marketing function in business requires the manager to take a set of decisions which are based partly on factual evidence and partly on anticipation of how the market will react. In order to reduce reliance on guesswork a marketing manager needs to have the fullest knowledge of the variables involved. This course will examine the problems, concepts and research techniques which are relevant to decisions in marketing. The more advanced techniques in marketing which will be considered include: market strategy planning, the assessment of market potential, product planning, promotional and pricing strategy, consumer behaviour, the dynamics of market research, sample design, data collection and the statistical techniques used in data analysis.

509. International Trade. Lawrence Chan, B.A. (Simon Fraser). *Wednesdays, 7.15-8.45 p.m., starting February 10, 1982. Room 101, James Hsioung Lee Science Building, University of Hong Kong. 12 meetings. Fee: \$120*

A comprehensive analysis of the factors affecting international trading arrangements will be offered in this course. These range from the internal requirements of a company in terms of product and marketing organization, the establishment of distribution channels domestically and overseas, identifying foreign markets, to the financial and operational features of exporting. The sources of finance and procedures for importing will also be considered, together with the role of Government in the import/export functions. The course will be of interest to those who are examining the feasibility of opening an import/export business or who have recently entered the field.

510. Consumer Products Marketing. Chan Ho-lam, B.A., M.B.A. (Windsor). *Saturdays, 2.00-3.30 p.m., starting February 6, 1982. Room 28, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings. Fee: \$120*

The marketing of consumer goods requires a knowledge of the reasons behind consumer behaviour and of the appropriate strategy to meet the needs of those who buy. The separate and inter-related nature of marketing functions will be examined, ranging from the nature of research required, product evolution, marketing organization, factors of distribution, pricing, selling, advertising and promotional activity. Marketing strategy will also be reviewed, with reference to the special circumstances of the Hong Kong market and doing business in the Asian and other international markets.

511. The Marketing of Tourism. Maine Li, B.B.A. (Hawaii), M.B.A. (Texas). *Saturdays, 2.00-3.30 p.m., starting February 6, 1982. Room 20, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings. Fee: \$120*

The different facets of Hong Kong's Tourist Industry represent a marketing situation of large and growing proportions. Tourism may be defined as a series of interlinked elements in the marketing mix, covering people, promotions, the distribution of facilities, the product being marketed, and its price. All of these features of the Tourist Industry play their part in the attraction of visitors to Hong Kong. Special emphasis will be placed on the role of the Tourist Association and of techniques of Market Research in making the best use of facilities for developing Tourism. The development of short and long term strategies for the Tourist Industry will also be a major theme. This course has been designed to be of interest to the wide variety of people who are directly or indirectly connected with Tourism in Hong Kong.

512. An Introduction to Commercial Shipping Practice. Maine Li, B.B.A. (Hawaii), M.B.A. (Texas). *Saturdays, 3.45-5.15 p.m., starting February 6, 1982. Room 25, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings. Fee: \$120*

Import and export trade is the essence of Hong Kong's economy. Shipping practice is directly or indirectly related to all kinds of import and export trade.

This course will cover the basic knowledge concerning shipping practice and management. Topics to be discussed include: the functions of a Bill of Lading; containerization; different kinds of shipping companies and their functions; general structure and ship types; freight rate structure; chartering and charter-parties; the relationship between ship owners and merchants; shipping documents and procedure; loading and stowage of cargo; the public control of shipping; and marine insurance. Current issues concerning the shipping industry will also be discussed.

513. Introduction to Operational Research. F. K. W. Mak, Ph.D. (London), C.Eng., M.I.Mech.E., F.B.I.M. *Wednesdays, 6.00-7.30 p.m., starting February 10, 1982. Room 20, Extra-Mural Town Centre, Wing On Centre, 8|F. 12 meetings.*

Fee: \$120

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

514. Organization and Methods. Samuel San, B.E. (N.S.W.). *Saturdays, 3.45-5.15 p.m., starting February 6, 1982. Room 22, Extra-Mural Town Centre, Wing On Centre, 8|F. 12 meetings.*

Fee: \$120

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.

515. Production Management. Richard Hung, B.A.Sc. (Toronto), M.B.A. (Windsor). *Saturdays, 3.45-5.15 p.m., starting February 6, 1982. Room 20, Extra-Mural Town Centre, Wing On Centre, 8|F. 12 meetings.*

Fee: \$120

The rising cost of materials and equipment is a problem faced by all manufacturers in Hong Kong and it is increasingly important. These lectures aim to provide knowledge of scientific management in the production area. Topics to be covered include the selection and quality of the product line, the location, design, layout, equipment and maintenance necessary for a production unit, problems of manufacturing, and aspects of production and material control. The course is suitable for production specialists, engineers and general managers.

516. Physical Distribution Management. L. C. Koo, Dip.M.S. (H.K.), M.C.I.T., M.B.I.M. *Saturdays, 4.00-5.30 p.m., starting February 6, 1982. Room 17, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings. Fee: \$120*

With the tendency for physical distribution costs to rise rapidly with succeeding years, the importance of understanding the principles of managing in this area has become very apparent. Physical Distribution Management will be reviewed from the theoretical and practical standpoints as being geared to achieve the highest degree of efficiency in resources, time, space and cost. From the introduction and development of a system in the organization, consideration will be given to problems of planning, budgeting, cost control, materials handling, vehicle scheduling, movement of goods by land, sea and air, documentation, safe and economic operation of equipment, the analysis of traffic demand, as well as techniques for improving productivity.

Recommended Texts:

Handbook of Physical Distribution Management, Felix Wentworth (Gower Press).

Transport and Physical Distribution made simple, G. Whitehead (Allen).

517. Manufacturing Planning and Control. Alfred Chan Tit-yu, B.Sc. (New York State), M.Sc. (George I.T.). *Tuesdays, 7.45-9.15 p.m., starting February 9, 1982. Room 30, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings. Fee: \$120*

Planning and control problems in manufacturing industry present managers with some of the most complex and important areas of decision-making. This course is designed for junior and middle managers in the production field who faced such problems. Planning and reporting techniques will be analyzed together with the relation between production and other functional areas of manufacture. Specific attention will be paid to demand forecasting, design and industrial engineering, the planning of production and materials flow, operations scheduling, and reporting control on the shop floor.

518. 業務推廣導論 (An Introduction to Sales Promotion)

主 講 人：陳少威先生, B.S.Sc., M.B.A., M.Inst.M., M.B.I.M.

地 點：香港大學校外課程部市區中心 23 室。

時 間：一九八二年二月五日起每星期五下午八時至九時三十分。

全期學費：一百二十元。（共十二講）。

業務推廣活動為商務政策重要的一環。其形式多取決於商品特性、市場競爭狀況、投資規模及其他拓銷策略組合等因素。本課程概論業務推廣計劃及執行方法，分析顧客購買之動機，及研究各種商品之拓銷方法。並以個案形式介紹及分析一般被廣泛採納與應用之業務推廣技巧。

519. 市場學與市場研究 (Marketing and Marketing Research)

主 講 人：吳佩萍碩士。

地 點：香港大學校外課程部市區中心 23 室。

時 間：一九八二年二月十一日起每星期四下午八時至九時三十分。

全期學費：一百二十元。 (共十二講)。

市場學乃商業經營的重要一環。故本課程主旨在評定及衡量市場學的功能包括市場策畧；產品計劃；價格決定；銷售技巧；分配路線及國際市場所產生之問題，並將用較多的時間探討市場研究。內容包括市場研究之範圍，目的及組織；資料搜集及分析；調查表的形式；抽樣原理及消費者行爲的分析。

520. 生產管理 (Production Management)

主 講 人：黃昭欽碩士。

地 點：香港大學校外課程部市區中心 30 室。

時 間：一九八二年二月五日起每星期五下午七時四十五分至九時十五分。

全期學費：一百零五元。 (共十講)。

近年來香港工業已邁進一新紀元。力求科學化管理，而工業界管理人更須對整個生產觀念，有更鮮明之認識。本課程旨在介紹生產管理之基本概念，並將集中討論下列各點，以供工業界督導人員及經理人員參考：生產形式、生產職務、廠房設計、生產計劃、生產排期、生產管制。

521. 生產管理之作業研究 (Operational Research in Production Management)

主 講 人：陳大行先生, B.Sc. (London)

地 點：香港大學校外課程部市區中心 30 室。

時 間：一九八二年二月六日起每星期六下午三時四十五分至五時十五分。

全期學費：一百二十元。 (共十二講)。

此課程旨在展示運籌學技巧在生產管理範疇之運用。其範圍包括：生產預測方法，線性迴歸，多重迴歸，線性規劃，單純方法，運輸問題，網路分析，要徑方法，資源平衡，替換問題，A B C 分析及倉存模式。申請者應具有良好代數學識，兼有運籌學基本知識者更佳。上課時，學員須帶備計算機。

Diploma in Management Studies.

The Department of Extra-Mural Studies is responsible for the two-year part-time University Diploma course which is offered to graduates and to other suitable candidates with professional qualifications. Those selected for the next intake, in October 1982, will be expected to attend for two evenings a week and to be given release by their employers on Wednesday afternoons. Applicants must have taken the G.M.A.T. test. The test process takes several months and applicants are advised that the last effective test for summer Dip.M.S. applications takes place in March. Further information on the test and details of the content of the Diploma course may be obtained by writing to the Department of Extra-Mural Studies, University of Hong Kong.

See also :

- 715. **Computerisation Made Simple.** (Page 98)
- 716. **Computer Applications: the Executive's Viewpoint.** (Page 98)

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 February preceding the academic year in which admission is sought”.

Personnel Management

Staff Tutor : T. W. Casey, *Telephone* 5-4097306

522. An Introduction to the Personnel and Industrial Relations Functions. Anthony Mak, B.A. (Waterloo), M.A. (Toronto). *Tuesdays, 8.00-9.30 p.m., starting February 9, 1982. Room 23, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings.* **Fee: \$120**

Those who intend to become specialists in the personnel function require a broadly-based knowledge of principles which relate to human and industrial relations, and their implementation as personnel policy. This course has been designed for those who are embarking on such a career, covering the functions of employment, training, personnel development, compensation, manpower planning, employee services and industrial relations. Special attention will be paid to the problems and challenges of personnel management in the Hong Kong context.

523. Personnel Management. Raymond Ho, B.Sc. (Wisconsin), M.A. (Minnesota). *Fridays, 7.15-8.45 p.m., starting February 5, 1982. Room 141, University Main Building. 12 meetings.* **Fee: \$120**

The personnel function embraces those policies which affect the acquisition of people in an organization and support their continued employment. Amongst the critical areas of policy which will be examined are: recruitment and selection, management development, training, salaries administration and industrial relations. Certain case material will be selected for discussion in class. The course is suitable for those who have recently entered or who intend to enter the personnel management profession.

524. Practising Personnel Management. Mannan H. Najmee, B.Soc.Sc. (H.K.), M.Sc. (Strathclyde), M.Sc. (Hull). *Fridays, 6.00-7.30 p.m., starting February 5, 1982. Room 30, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings.* **Fee: \$120**

Most enterprises have a Personnel Department whose functions vary according to the size and purpose of the organization. In this course the five general personnel functions will be examined: employment, training, wages and salaries, industrial relations and welfare and safety. Special attention will be paid to the problems of manpower planning, identifying training needs, methods of recruitment and selection, wage payment systems, salaries administration, job evaluation, industrial negotiations and occupational health and safety. The purpose of the course will be to increase participants' knowledge of the personnel function and relate these activities to the needs of business as a whole.

Recommended Text :

A Handbook of Personnel Management Practice, Michael Armstrong (Kogan Page 1977).

525. Personnel Management and Industrial Relations. Kwong Kam-yin. B.B.A. (C.U.H.K.), M.Sc. (Aston), A.M.I.P.M. *Saturdays, 2.00-3.30 p.m. starting February 6, 1982. Room 22, Extra-Mural Town Centre, Wing On Centre. 8/F. 12 meetings.* **Fee: \$120**

The personnel function has emerged to become one of the most important elements in the successful running of an organization. The role of the personnel specialist will be considered in detail, notably in recruitment and selection, manpower planning, training and development, staff appraisal, wage and salaries administration, job analysis and evaluation. Also to be considered will be the range of interview and social skills needed by the Personnel Manager. Particular attention will be paid to the role of the personnel specialist in the Industrial Relations function: the opportunities and problems presented in the context of Hong Kong. The course is designed for those about to enter or recently involved in the personnel function.

526. 人事管理學 (Personnel Management)

主 講 人：司徒初先生。

地 點：香港大學校外課程部市區中心 30 室。

時 間：一九八二年二月六日起每星期六下午二時至三時三十分。

全期學費：一百二十元。（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。

本課程乃為現職人事管理人員或有意從事這方面的初階者而設，教學方法將包括講授、個案實習和角色實習。

572. 現代督導管理原理與技巧 (Modern Supervisory Management Principles)

主 講 人：雷子龍碩士。

地 點：香港大學校外課程部市區中心 30 室。

時 間：一九八二年二月八日起每星期一下午七時四十五分至九時十五分。

全期學費：一百二十元。（共十二講）。

隨着工商業的發達，生產方式的改進及一般員工教育水準的提高，現代管理方法和知識的需求也日漸急切。無論組織屬於牟利或非牟利團體，若要提高員工及管理人員的工作效率，非要依賴科學管理方法不可。本課程正是針對此類需求而設，目的是使一般主管人員能夠從現代管理學原理的探討和研習過程中，了解到組織和人的關係，從而找到問題的解決方法。

本課程之討論內容包括：現代管理的原理，督導實務，管理人員的責任和角色，人際關係，組織及個人的傳達技巧，員工的激勵，計劃與管制，評估下屬的標準，決策能力的培養及其他在管理過程中可能遇上問題都會是本課程的討論和研習課題。

本課程之主要對象是工商企業的中級管理人員，其他組織的行政人員及有興趣人仕亦可選讀。

Education

Staff Tutor : Mrs. Priscilla Tso, *Telephone* 5-4097303

528. Playing is Learning for Living. Mrs. Elizabeth Holland and others. *Wednesdays, 7.45-9.45 p.m., starting February 10, 1982. Room 22, Extra-Mural Town Centre, Wing On Centre, 8/F. 10 meetings.* **Fee: \$180**

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 25.

529. 小學行政簡介 (Administration in Primary Schools)

主 講 人：王齊樂先生。

地 點：甲班：香港大學校外課程部市區中心 16 室。

乙班：香港大學校外課程部市區中心 22 室。

時 間：甲班：由一九八二年二月十七日起每星期三下午三時至五時。

乙班：由一九八二年二月十九日起每星期五下午七時四十五分至九時四十五分。

全期學費：一百二十元。（報名時註明甲班或乙班）。 （共十二講）。

本課程旨在介紹和討論小學行政的理論和可行的實施方法。適合負責小學行政的校長、副校長、教務主任、訓導主任及一般小學教師參加。課程內容包括：小學行政組織的構想、校政計劃的訂定和實施、校長的職責和教職員間的分工、教務工作的處理、訓導工作、學校與家庭的聯繫和文書事務的處理等。

（每班限收 40 名）

申請教署退還學費手續：凡政府、補助或私立小學之校長及教師進修以上課程而欲教育署退還學費，可於接獲本部取錄函件及申請書後，連同學費收據，向教育署申請。（如欲教育署退還學費者，須於二月三日前報名。）

530. Economics for Sixth Form Teachers. Edward K. Y. Chen, B.A., M.Soc.Sc. (H.K.), D.Phil. (Oxon.), M.I.S., Senior Lecturer in Economics, University of Hong Kong; Shea Koon-lam, M.Sc., Ph.D. (Washington), Lecturer in Economics, Chinese University of Hong Kong; Sung Yun-wing, Ph.D. (Minnesota), Lecturer in Economics, Chinese University of Hong Kong; Wong Yue-chim, Richard, A.B., A.M., Ph.D. (Chicago), Lecturer in Economics, Chinese University of Hong Kong. *Mondays, 7.45-9.45 p.m., starting February 15, 1982. Room 21, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings.*

Fee: \$160

This course is specifically designed for teachers teaching EPA/Economics at 6th Form level. It attempts to elucidate the essential economic concepts in the advanced level and higher level EPA/Economics syllabi, and at the same time, highlight certain common economic policies. Topics such as demand and supply analysis; consumer demand theory; theory of the firm; welfare economics; money and banking in a closed economy; public finance; international trade theory; international finance; national income; fiscal policy; inflation; unemployment; stagflation; function of the Government in the maintenance of macro-stability and the promotion of income equality will be discussed with application to practical situations.

Enrolment is limited to 40, and only teachers teaching Advanced/Higher level EPA/Economics in secondary schools will be accepted.

Fee Refund: on being accepted for this course, teachers of Advanced/Higher level EPA/Economics will be sent a full 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: January 30, 1982.*)

531. 課室管理及教學活動之設計

(Classroom Management and the Design of Learning Activities)

主 講 人：譚添鉅博士。

地 點：香港大學校本部 167 室。

時 間：一九八二年三月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：八十五元。（共八講）。

本課程特別為中小學教師及教學行政人員而設。內容側重教學原理及課堂管理之方法及技巧。內容包括課室管理技巧及課室管理問題與下列各項之關係：
（一）教案編寫及課程之設計；（二）技能、知識、態度、行為之教與學習；（三）科技教材之使用及管理；（四）家課、堂課活動之設計，及學業成績之評估方法；（五）操行問題及學生背景；（六）其他影響課室管理問題之因素及處理方法。（限收 25 人）。

申請教署退還學費手續：凡政府、補助或私立學校之教師進修以上課程而欲教育署退還學費，可於接獲本部取錄函件及申請書後，連同學費收據向教育署申請。（如欲教育署退還學費者，須於三月五日前報名）。

532. 中國現代文學作家論 (An Introduction to Writers of Contemporary Chinese Literature)

主 講 人：丁平先生，張雪軍小姐。

地 點：香港大學校外課程部市區中心 14 室。

時 間：一九八二年二月十二日起每星期五下午六時至七時三十分。

全期學費：一百四十元。（共十六講）

中國文學自一九一八年一月，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、分析與論評。這個課程是為本港中學中國文學教師及現代文學的愛好者而設，共分三個階段講授，先選講下列作家中的十二人：

老舍、茅盾、巴金、沈從文、徐訏、聞一多、艾青、覃子豪、余光中、李廣田、周作人、朱自清、林語堂、曹禺、洪深、胡品清、趙滋蕃等。

申請教署退還學費手續：凡政府、補助或私立學校之中學國文科教師進修以上課程而欲教育署退還學費，可於接獲本部取錄函件及申請書後，連同學費收據向教育署申請。（如欲教育署退還學費者，須於二月一日前報名）。

533. 中國歷史教學（中一至中三） (The teaching of Chinese History in Junior Secondary Forms)

主 講 人：裘旭祺先生。

地 點：香港大學校外課程部市區中心 21 室。

時 間：一九八二年三月二日起每星期二下午五時四十五分至七時十五分。

全期學費：一百元。（共十二講）。

本課程旨在介紹中國歷史教學之基本理論及方法。主要依照中學（中一至中三）課程綱要之中國歷史科暫定課程而設計。

內容包括中國歷史科暫定課程（甲、乙部）之研討、教材之選擇及編排、教具之蒐集及製作、及教學活動之設計。

申請教署退還學費手續：凡政府、補助或私立學校之中國歷史科教師進修以上課程而欲教育署退還學費，可於接獲本部取錄函件及申請書後，連同學費收據向教育署申請。（如欲教育署退還學費者，須於二月十六日前報名）。

See also :

- 564. **New Orientations in English Language Teaching.** (Page 44)
- 565. **Techniques and Approaches for Teachers of English as a Foreign Language.** (Page 45)
- 566. **Games & Activities in English Language Teaching.** (Page 46)
- 567. **Teaching Drama.** (Page 46)
- 568. **Primary Level English.** (Page 47)
- 571. 地理學之新概念 (第 49 頁)
- 579. **History of Modern China: Major Themes.** (Page 53)
- 584. 中國歷代治亂因果及政制得失 (十二) : 中國戰爭與內戰 (第 54 頁)
- 604. **Modern Dance and Music Workshop.** (Page 63)
- 646. 普通話教學法 (第 72 頁)
- 674. 中國語文講座 : 文學概論 (第 79 頁)
- 677. 朗誦講座 (第 80 頁)
- 698. **Learning disabled children in the classroom.** (Page 88)
- 705. 兒童道德觀之發展與德育 (第 91 頁)
- 710. **Human Biology for Secondary School Teachers.** (Page 95)
- 711. **The Hong Kong Countryside.** (Page 96)
- 712. **Man and Disease: an introduction for Teachers of Human Biology.** (Page 96)
- 739. **Preparing Teachers for Moral Education in Secondary Schools.** (Page 110)
- 743. 兒童照顧與輔助方法 (第 111 頁)
- 747. 學校社會工作導論 (第 113 頁)
- 750. 適用於青少年工作之人際關係練習及輔導技巧 (第 114 頁)
- 751. 人際關係及輔導技巧於教學工作上的應用 (第 115 頁)
- 755. 犯罪學專題研討 : 青少年犯罪 (第 117 頁)

Engineering

Staff Tutor : Mrs. Priscilla Tso, Telephone 5-4097303

534. Modern Electric Drives. C. C. Chan, B.Sc., Postgr. Dip. (Tsing Hua), Sen.M.I.E.E.E., M.H.K.I.E. *Wednesdays, 7.15-9.15 p.m., starting March 31, 1982. Room G4, James Hsioung Lee Science Building, University of Hong Kong.* **Fee: \$160**
12 meetings.

This course is designed for graduates or practicing engineers in the electrical industry to familiarize them with the basic principles and applications of modern electric drives.

Outline of syllabus : Electric drives in industry. Basic principles of starting, braking and speed control. Thyristor control of d.c. motors. Thyristor control of a.c. motors. Selection of driving equipment.

Entry Qualifications : Applicants should have either a Bachelor's degree, Polytechnic Higher Diploma or Higher Certificate in Electrical Engineering or equivalent. For mature applicants, engaged in an appropriate profession, slightly lower qualifications may also be considered.

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

主 講 人：楊伯倫先生。

地 點：香港大學校外課程部市區中心 22 室。

時 間：一九八二年二月十一日起每星期四下午六時至八時。

全期學費：一百一十元。（共八講）。

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

See also :

513. Introduction to Operational Research. (Page 28)

521. 生產管理之作業研究 (第 30 頁)

576. Geotechnical Methods. (Page 51)

English Studies

Staff Tutor : Duncan Macintosh, Telephone 5-456443

ENGLISH LANGUAGE COURSES

The English Language courses offered in the Spring of 1982 are primarily intended for those who wish to prepare themselves before applying for a place on one of the Department's Certificate courses in the Use of English or in English or Business in the year 1982-83. The tuition provided will give them a better chance of passing the appropriate entrance examination that they will need to sit later in the year. Other applicants who do not have the time to attend a full course lasting one or two academic years may also be admitted to these short courses.

SPECIAL ENGLISH

Entrance Qualifications : all applicants should have gained a Grade 'D' or above in English Language in the Hong Kong Certificate of Education, or in the case of English Language Syllabus A, Grade 'B' or above, or the equivalent in an approved examination. *Copies of certificates awarded should be attached to application forms.* Applications will be accepted on a "first come, first served" basis while places are available. *Early application is therefore advised. As courses at particular centres sometimes are very quickly fully subscribed, applicants are advised to indicate a second choice of course (state the course number only) in addition to their first choice.*

Courses

In Hong Kong

At the Extra-Mural Town Centre, Wing On Centre, 8/F.
(*Note that Courses 536 and 537 are held in the morning.*)

536. Wednesdays, 8.30-10.00 a.m., starting February 10, 1982.
15 meetings. **Fee: \$135**
537. Saturdays, 9.00-10.30 a.m., starting February 13, 1982.
15 meetings. **Fee: \$135**
538. Saturdays, 4.00-5.30 p.m., starting February 13, 1982.
15 meetings. **Fee: \$135**

At the University of Hong Kong.

539. Mondays, 8.00-9.30 p.m., starting February 8, 1982.
15 meetings. **Fee: \$135**
540. Wednesdays, 7.15-8.45 p.m., starting February 10, 1982.
15 meetings. **Fee: \$135**

At King's College, 63A Bonham Road.

541. Mondays, 8.00–9.30 p.m., starting February 8, 1982.
15 meetings. **Fee: \$135**

At Wah Yan College, Queen's Road East.

542. Fridays, 6.30–8.00 p.m., starting February 12, 1982.
15 meetings. **Fee: \$135**

In Kowloon

At St. Mary's Canossian College, 162 Austin Road.
(Entrance from Kimberley Road, Tsimshatsui).

543. Mondays, 6.30–8.00 p.m., starting February 8, 1982.
15 meetings. **Fee: \$135**

544. Tuesdays, 6.30–8.00 p.m., starting February 9, 1982.
15 meetings. **Fee: \$135**

545. Wednesdays, 6.30–8.00 p.m., starting February 10, 1982.
15 meetings. **Fee: \$135**

At Wah Yan College, 56 Waterloo Road.

546. Mondays, 6.30–8.00 p.m., starting February 8, 1982.
15 meetings. **Fee: \$135**

RETURN TO ENGLISH

These courses are offered at a slightly more advanced level than those in Special English, and are intended for those who, having completed their formal education a few years ago and having been employed in office work ever since, feel the need to improve their English in order to make further progress in their careers.

Entrance Qualifications : a Pass in English Language at G.C.E. 'O' level or an ordinary Pass in the First Year of an Extra Mural Use of English course. *Copies of certificates awarded should be attached to application forms.* Applications will be accepted on a "first come, first served" basis while places are available. *Early application is therefore advised. As courses at particular centres sometimes are very quickly fully subscribed, applicants are advised to indicate a second choice of course (state the course number only) in addition to their first choice.*

Courses

In Hong Kong

At the Extra-Mural Town Centre, Wing On Centre, 8/F.
(Note that this course is held in the afternoon).

547. Tuesdays, 3.00–4.30 p.m., starting February 9, 1982.
15 meetings. **Fee: \$140**

At the University of Hong Kong.

548. Wednesdays, 8.00-9.30 p.m., starting February 10, 1982.
15 meetings. **Fee: \$140**

549. Thursdays, 7.15-8.45 p.m., starting February 11, 1982.
15 meetings. **Fee: \$140**

At King's College, 63A Bonham Road.

550. Mondays, 6.15-7.45 p.m., starting February 8, 1982.
15 meetings. **Fee: \$140**

At Wah Yan College, Queen's Road East.

551. Fridays, 6.30-8.00 p.m., starting February 12, 1982.
15 meetings. **Fee: \$140**

n Kowloon

At St. Mary's Canossian College, 162 Austin Road.
(Entrance from Kimberley Road, Tsimshatsui).

552. Thursdays, 6.30-8.00 p.m., starting February 11, 1982.
15 meetings. **Fee: \$140**

553. Fridays, 6.30-8.00 p.m., starting February 12, 1982.
15 meetings. **Fee: \$140**

BUSINESS CORRESPONDENCE

These courses are intended for those who are employed in commerce and industry and relevant Government departments and who need to handle correspondence independently. The syllabus is as follows:

Basic Principles: lay-out of a business letter, conventional usage, style and the use and abuse of commercial jargon.

Trade Enquiries: how to make trade enquiries, how to negotiate for more favourable terms and how to place orders.

Complaints: how to write letters of complaint and to reply to them.

Sales Letters: how to write sales letters to suit a variety of different circumstances.

Memoranda: how to write memoranda to suit different situations.

Correspondence
Summaries: how to summarize a series of letters so as to draw out the points raised in each letter or in the correspondence as a whole and how to make recommendations for further action.

Throughout the courses considerable attention will be paid not only to what to say to suit different circumstances, but also the implication of expressing oneself in a variety of different ways.

Entrance Qualifications : a Pass in English at G.C.E. 'O' level. Preference will be given to applicants with higher qualifications than this and/or those who have

completed relevant post-secondary courses. *Copies of certificates awarded should be attached to application forms.* Enrolment will be by selection of those who are most capable of benefitting from the course of tuition, and so applicants may wish to add a statement to their application forms saying why they wish to be enrolled in the course. *As courses at particular centres sometimes are very quickly over-subscribed, applicants are advised to indicate a second choice of course (state the course number only) in addition to their first choice.*

Closing date for applications: 5th February, 1982.

Courses

In Hong Kong

At the Extra-Mural Town Centre, Wing On Centre, 8/F.

554. Fridays, 8.00–9.30 p.m., starting February 12, 1982.
15 meetings. **Fee: \$150**

At the University of Hong Kong.

555. Wednesdays, 8.00–9.30 p.m., starting February 10, 1982.
15 meetings. **Fee: \$150**

At St. Joseph's College, 7 Kennedy Road.

556. Mondays, 6.30–8.00 p.m., starting February 8, 1982.
15 meetings. **Fee: \$150**

In Kowloon

At St. Mary's Canossian College, 162 Austin Road.
(Entrance from Kimberley Road, Tsimshatsui).

557. Wednesdays, 6.30–8.00 p.m., starting February 10, 1982.
15 meetings. **Fee: \$150**

At Wah Yan College, 56 Waterloo Road.

558. Fridays, 6.30–8.00 p.m., starting February 12, 1982.
15 meetings. **Fee: \$150**

INTRODUCTION TO CORRESPONDENCE

These courses are intended for those who have recently started working in an office. The tuition provided will also be of value to those who are proposing to apply for admission to one of the Department's Use of English courses in the year 1982–83 or, provided they have studied at the post-secondary level, to one of the Department's English for Business courses.

The syllabus will cover the lay-out and convention of correspondence, letters to friends to suit a variety of situations, how to apply for employment, how to order goods and to reply to orders, how to make complaints and to reply to them, how to write letters for publication in newspapers and simple memoranda and reports.

Entrance Qualifications : all applicants should have gained a Grade 'D' or above English Language in the Hong Kong Certificate of Education, or in the case English Language Syllabus A, Grade 'B' or above, or the equivalent in an approved examination. *Copies of certificates awarded should be attached to applications forms.* Applications will be accepted on a "first come, first served" basis while places are available. *Early application is therefore advised. As courses at particular centres sometimes are very quickly fully subscribed, applicants are advised to indicate a second choice of course (state the course number only) in addition to their first choice.*

courses (in Hong Kong only)

At the Extra-Mural Town Centre, Wing On Centre, 8/F.
(Note that these courses will be held in the morning).

559. Tuesdays, 8.30-10.00 a.m., starting February 9, 1982.
15 meetings. **Fee: \$135**
560. Thursdays, 8.30-10.00 a.m., starting February 11, 1982.
15 meetings. **Fee: \$135**

At Wah Yan College, Queen's Road East.

561. Thursdays, 6.30-8.00 p.m., starting February 11, 1982.
15 meetings. **Fee: \$135**

ENGLISH SPEECH

62. Intonation in Idiomatic English. Raymond Huang, B.A. (Lingnan), M.A. (Leeds), I.P.A.Cert.Phon., P.G.C.E. (London), L.R.A.M., L.T.C.L. (London). *Tuesdays, 6.30-8.00 p.m., starting February 9, 1982. Room 52 (Form A), Wah Yan College, Gr. Floor, Queen's Road East. 16 meetings. Fee: \$160*

By showing the contrast in stress and intonation between English and Chinese (Cantonese and Mandarin) the tutor will help the Chinese student to grasp:

the tonal and rhythmic system of his mother tongue, and
how errors in his English speech arise from his native language habits.

Methods of correcting errors will be suggested and graded aural-oral exercises on English Intonation will be provided. Intonation practice will be related to everyday idiomatic English in order to increase the student's range of expression.

Enrolment limited to 30 students.

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.

ENGLISH FOR PROFESSIONAL USE

563. Effective Reports. Mrs. O. Nahnybida-Reynolds, Ph.D. (Tulane), Doctorat d'université (Sorbonne), M.A. (Middlebury), B.A. (Rutgers). *Wednesdays, 6.15-7.45 p.m., starting March 10, 1982. St. Joseph's College, 7 Kennedy Road, Hong Kong. 15 meetings.* **Fee: \$175**

The ability to express ideas in writing heads the list of requirements for managerial success. Very often, the writing takes the form of a report.

Reports are key organisational tools in modern business operations. These reports may be oral or written; numeric or narrative; routine, periodic or special purpose; memorandum, letter or special format. However presented, reports interchange and preserve information. No discussion of systems, organisation or management is complete without some assumption of an efficient reporting system.

The ability to write clear and effective reports demands discipline and report-tool orientation. The writer needs to have a command of the subtleties of explicit and implicit formatting in order to present information dynamically and efficiently to both primary and secondary readers.

Participants will learn to plan their reports so that the physical structure supports the message. They will learn to display key items and slot explanatory material where it logically belongs. By mastering efficient tool design, participants will reduce the difficulty of presenting their ideas accurately and persuasively.

Enrolment will be limited to 30 students and will be by selection of those most qualified to benefit from the course. All applicants should be university graduates or have been awarded either the Department's Certificate in English for Business since 1976 or Grade 'D' or above in the Use of English at Hong Kong University Matriculation level. *They should also attach a statement to their application forms in which they should state their occupation, their employer and the nature of written communication they have to engage in the course of their duties.*

ENGLISH FOR TEACHERS

564. New Orientations in English Language Teaching. William Cheng, B.A., M.A. (Ed.) (H.K.), Dip. in App.Ling. (Edin.), Lecturer, School of Education, Chinese University of Hong Kong. *Wednesdays, 7.15-8.45 p.m., starting February 10, 1982. Room 141, Main Building, University of Hong Kong. 12 meetings.* **Fee: \$125**

Teachers will be introduced to some of the new developments in English language teaching and their possible impact on syllabus design and classroom procedures. Lectures and discussions will be supported by the showing of films.

Topics to be considered will include the following:

Second language acquisition;

Syllabus design: structural syllabuses versus communicative/functional syllabuses;

Different approaches to the teaching of grammar;

Error analysis; Developing communicative skills;
Language teaching games and songs; Communication games and role-play;
New trends in the teaching of reading; Language testing.

Enrolment limited to 30 students.

Fee Refund: on being accepted for this course, teachers of English in Secondary Schools will be sent a full 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: February 3, 1982.*)

565. Techniques and Approaches for Teachers of English as a Foreign Language. J. P. Gibbons, B.A. (Exe.), M.A. (Lanc.), Cert.Ed. (London), Lecturer in Education, University of Hong Kong. Miss Ora W. Y. Kwo, B.A. (Hull), M.A. (London), Assistant Lecturer in Education, University of Hong Kong. Mrs Josefa Lam, B.A. (Maryknoll, Philippines), M.Ed. (H.K.) and P. C. S. Tung, B.S. (Rutgers), M.A., Cert.Ed. (H.K.), Teaching Consultants in Education, University of Hong Kong. *Mondays, 6.15-7.45 p.m., starting February 8, 1982. Room 201, Main Building, University of Hong Kong. 15 meetings.*

Fee: \$150

This course aims to provide the secondary school teacher with a collection of teaching techniques and ideas about how to approach language learning and the learning situation. Teachers are expected to participate actively.

Syllabus:

Methodology; the shape of a unit; planning for an English lesson; classroom organisation and group work; Presentation, practice and application; teaching listening skills; teaching speaking skills (including a Drama Workshop); teaching reading skills; teaching writing skills; summary and precis writing; teaching advanced learners; motivation; communication games; coping with the coursebook.

Note. Enrolment will be limited to 25 teachers of English in secondary schools and may be by selection of those most qualified to benefit from the course of tuition. Applicants should therefore attach a statement to their applications stating the level(s) they are teaching at and how long they have been teaching for. This course is *not* intended for teachers who have taken the Certificate in Education course at the University of Hong Kong within the past four years.

Fee Refund: on being accepted for this course, teachers of English in Secondary Schools will be sent a full 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: February 1, 1982.*)

566. Games and Activities in English Language Teaching. Mrs. B.A. Taylor, B.Soc.Sc. (Birmingham). *Fridays, 6.15-7.45 p.m., starting February 12, 1982. Room 17, Extra-Mural Town Centre, Wing On Centre, 8½F. 10 meetings.* **Fee: \$100**

The teaching of English can very easily become rather too formal and academic, with the emphasis placed on reading and writing only. The result is frequently that students have considerable difficulty in speaking the language they have learned. The current trend, however, towards introducing language teaching games into the teaching of English has had the effect of de-formalising the teaching and making what is learnt more applicable to real life. Students will thus be able to make use of what they have learned, and this will have a positive effect on both their motivation and achievement.

The aim of this course is to devise and practise language teaching games for use in the classroom. Those introduced in the course will be situation-based, and there will be extensive use of micro-dialogue, with the students themselves speaking and responding in natural, spoken English. Consideration will also be given to different ways of playing the games and to the linguistic aims involved.

Participants should be prepared to play an active role in the group and be ready to adapt the games considered to the needs of their own pupils. They may be asked to bring their own materials and to devise and take part in the games.

Enrolment will be limited to 20 persons and may be by selection of those most qualified to benefit from the course of tuition. Preference will be given to those teaching English in Lower Secondary forms.

567. Teaching Drama. Mrs. P. D. Taylor, B.Ed., Teachers' Cert. (Drama and Dance) (Liverpool). *Wednesdays, 6.15-7.45 p.m., starting February 10, 1982. Room 103, University Main Building. 10 meetings.* **Fee: \$100**

This course will look at the various possibilities of teaching drama in schools. Primarily it will cover drama as a subject in itself—a creative and imaginative outlet for the child, which helps to develop his self-expression through speech and movement and to increase his self-confidence and responsibility to others. Drama also has obvious links with the teaching of English, not only as far as language development and literature appreciation are concerned, but also in the areas of imaginative writing, story-telling and composition, and all these links will be explored.

The course will be practical throughout, showing the build up of a lesson from the warm-up to the introduction of the topic, through the development of the idea and the final wind-down. Approaches will include role-play, drama games, use of a variety of stimuli (poems, stories, pictures etc.), small and large group work, dance-drama and improvisation. There will also be opportunity for discussion at all levels, and so it is expected that the course will appeal to both primary and secondary teachers interested in the teaching or using of drama in school.

The tutor was previously Head of the Drama Department in a London Comprehensive School.

Enrolment limited to 25 students.

Fee Refund: on being accepted for this course, teachers of English will be sent a full 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 school. (*Closing date for applications: February 3, 1982.*)

568. Primary Level English. P. D. Reynolds, B.A. (N.U.I.), B.D. (Dub.), M.Ed. (Tor.), Senior Lecturer in Education, University of Hong Kong. *Mondays, 9.30–11.45 a.m., starting February 8, 1982. Extra-Mural Town Centre, Wing On Centre, 8/F. 15 meetings.* **Fee: \$200**

Recent investigation into the teaching of English at the primary level has resulted in proposals for a change of approach in the teaching of the subject. These proposals have been embodied in a new draft syllabus published by the Education Department. This course will discuss various aspects of English teaching, including the four language skills, communication in a second language, situational teaching and learning, use of textbooks, audio-visual aids, pupil motivation—all with reference to this new syllabus of which each participant is expected to have a copy. Particular attention will be paid to individual teaching problems. Practical exercises will be set and all those attending will be expected to participate fully.

The course sessions will be seminar-type and there will be a “break” of approximately fifteen minutes for informal discussion half way through each. Enrolment will be limited to 25 persons and may be by selection of those most qualified to benefit from the course of tuition. All applicants should be experienced primary school teachers. *It may be that, by negotiation, the course will occasionally meet on a weekday other than Monday in order to cope with Monday public holidays in April, etc.*

Fee Refund: on being accepted for this course, teachers of English in Primary Schools will be sent a full 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: January 30, 1982.*)

ENGLISH FOR APPRECIATION

569. T'ang Dynasty Chinese Poetry in Translation. John Halper, B.A. (Maryknoll), M.A., M.Div. (S.U.N.Y.). *Saturdays, 2.15–3.45 p.m., starting February 13, 1982. Room 23, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings.* **Fee: \$120**

The T'ang Dynasty (618–906 A.D.) has long been considered the “Golden Age” of Chinese poetry. This course will therefore aim at a deeper understanding of Chinese thought and personality through a study of selected poetry of the dynasty. Attention will also be paid to the psychology and “emotion” of the Chinese mind as expressed in poetic image.

From particular poems by Li Po, Tu Fu, Wang Wei and others, the course will proceed to a broader picture of the beauty and variety of images in Chinese poetry and will try to “feel” the moods it displays. The history of the T’ang Dynasty, the form and function of Chinese poetry, and comparisons with English poetry will also be discussed.

This course is suitable for Westerners who wish to learn more about Chinese literature, as well as far Chinese who wish to explore the meaning of Chinese poetry through the medium of English. Student comment and discussion is encouraged.

Enrolment limited to 25 students.

Course textbook: Three Hundred Poems of the T’ang Dynasty 618–906,

Witter Bynner (trans.) published in Hong Kong, available in Chinese book stores

中英對照 唐詩三百首 志文出版社印行

Recommended reading:

The Art of Chinese Poetry, Jas. J. Y. Liu, University of Chicago Press.

Li Po and Tu Fu, Arthur Cooper (trans.), Penguin.

Poems of Wang Wei, G. W. Robinson (trans.), Penguin.

Poems of the Late T’ang, A. C. Graham (trans.), Penguin.

570. The Poetry of Idiomatic English. C. R. Merzbacher, B.A. (Williams), Teaching Assistant, Department of English, United College, Chinese University of Hong Kong. *Wednesdays, 6.30–8.00 p.m., starting February 10, 1982. Room 5B, Wah Yan College, 1st floor, 56 Waterloo Road 10 meetings. Fee: \$105*

Many British and American poets of this century have made extensive use of idiomatic language in their writing. Colloquial and popular figures of speech can often help define the particular dramatic presence or “voice” which seems to be speaking in a poem. Such current language forms in poetry will also enable the reader to appreciate the rich poetic potential of various idioms.

This course is organised around two main goals. First, we will study numerous figures of speech representing a broad variety of cultures and language styles. Secondly, by examining these idioms in the context of the poems, we will try to determine what kinds of poetic and social visions can be illustrated by the literary use of idiomatic language.

Classes will follow a discussion format. Reading and discussion will centre around a number of generally short poems by contemporary poets.

Enrolment limited to 25 students.

Geography & Geology

Staff Tutors : Owen H. H. Wong, Telephone 5-4097309

John D. Young, Telephone 5-4097313

71. 地理學之新概念 (Modern Concepts in Geography)

主 講 人：教育署所邀請之大學講師。

地 點：九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院 18 室。

時 間：一九八二年二月五日起每星期五下午六時十五分至八時十五分。

全期學費：一百三十五元。（共十二講）。

入學資格：在職之中六地理科教師。

在職之中六地理科教師，宜對地理學之新趨勢與新概念，有一更正確之認識，故講授內容將包括自然環境與人之關係，生態系統之概念，資源之利用，人口及其遷移所引致之問題，以及農業活動，工業區位及都市形態之新理論等。

申請教育署退還學費手續：凡政府、補助或私立學校之中六地理科教師進修以上課程而欲教育署退還學費，可於接獲本部取錄函件及申請書後，連同學費收據向教育署申請。（如欲教育署退還學費者，須於一月二十二日前報名）。

572. 香港地理野外考察 (Geography in the Field)

主 講 人：鈕柏榮先生、杜嘉恩先生、袁貞偉先生、楊兆康先生。

地 點：香港大學許愛周科學館 G1 室。

時 間：一九八二年二月十七日起每星期三下午六時卅分至七時四十五分。

全期學費：一百三十元。（共十講及五次野外考察）。

講授重點着重於介紹與香港有關的地質、地貌、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，簡略介紹主要造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）海岸及河流地貌的主要特徵及其成因；（三）土壤的形成及植物考查方法；（四）農村及都市土地利用。（限收三十五人）。

573. 礦物與岩石鑑定 (The identification of minerals and rocks)

主 講 人：鈕柏榮先生。

地 點：香港大學許愛周科學館 G1 室。

時 間：一九八二年二月十七日起每星期三下午八時至九時卅分。

全期學費：一百元。（共八講，另二次野外考察及一次實習參觀）。

本課程結合標本對香港的礦物與岩石作較為詳細的講授，並着重介紹鑑別方法。

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

本課程適合中學教師，工程地質，珠寶鑑定，以及對岩石，礦物有興趣的人士選修。（限收二十五人）。

574. 香港考古學 (Hongkong 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 14 室。

時 間：一九八二年三月一日起每星期一下午七時四十五分至九時十五分。

全期學費：一百二十元 （共八講及四次野外考察）。

本課程為香港考古與出土文物欣賞的續講。教授重點着重介紹香港史前，考古學上及歷史的特色，包括先民在新界的拓殖史。有關農村生活，社會制度及習慣作較為詳細的講授。

575. 珠寶的科學鑑定 (Identification of Precious Stones)

主 講 人：歐陽秋眉女士，F.G.A.（英國寶石學會院士）。

地 點：香港大學許愛周科學館 G1 室。

時 間：一九八二年二月二十日起每星期六下午二時卅分至五時卅分。

全期學費：五百元。（包括實驗材料）。（共十四講）。

本課程着重介紹寶石的基本結晶學知識、寶石的物理及光學特性、人造寶石的製造、寶石之染色及轉色、基本儀器之使用、重要寶石（鑽石、紅寶石、藍寶石、祖母綠、玉……等）的化學成份、物理性質、產地及其鑑定方法、各種人造寶石，假寶石的鑑別方法。

本課程理論與實踐並重，使學員有機會操作鑑別寶石。（限收二十人）。

76. Geotechnical Methods: Recent Developments & their Applications in a Modern Building Industry. J. C. W. Lau, M.Sc. (Manc.), Ph.D. (London), M.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 February 27, 1982. Room 15, Extra-Mural Town Centre, Wing On Centre, 8/F. 6 meetings.* **Fee: \$165**

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.

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

Enrolment is limited to 30.

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.

History

Staff Tutors: Owen H. H. Wong, *Telephone* 5-4097303
John D. Young, *Telephone* 5-4097313

577. Hong Kong and South China in Prehistory. William Meacham, B.A. (Tulane), Associate-in-Research, Centre of Asian Studies, University of Hong Kong. *Thursdays, 8.00–9.30 p.m., starting March 4, 1982. Room 24, Extra-Mural Town Centre, Wing On Centre, 8/F. 9 meetings and one field trip. Fee: \$110*

An introduction to the archaeological history of Hong Kong and the coastal regions of South China, placed in the larger perspective of Asia. Part One of this course will trace the development of archaeological investigations in the region as they evolved from the curiosity of a few individuals in the 1930's to a rigorous programme of excavation and research in the 1970's. Part Two will cover the current state of knowledge on the earliest occupation of the coastal areas, the appearance of Neolithic and Bronze Age cultures in the region, and the gradual assimilation of this area into Chinese civilization from Ch'in to Tang eras (211 B.C. – 907 A.D.). Major emphases will be on the use of scientific analysis in archaeology, paleo-environmental studies, and the correlation of data from ethnology, history and archaeology.

The lectures will be illustrated with slides, and with artefacts from Hong Kong sites. A field trip will be conducted to prehistoric and historical sites on Lamma island. Some prior knowledge of archaeology and/or Chinese history would be an advantage.

Enrolment is limited to 20.

578. History of Modern Europe: the Major Themes. Joseph Kong-sang Yick, B.A. (Texas), M.A. (California). *Wednesdays, 6.10–7.40 p.m., starting February 17, 1982. Room 24, Extra-Mural Town Centre, Wing On Centre, 8/F. 10 meetings. Fee: \$105*

This course covers the modern history of Europe since the 18th-century, with particular emphasis on Europe's rise to world dominance and its impact on Asia. The approach will be topical as well as chronological, and the subjects will include the following: the French Revolution; Napoleonic Europe; the Industrial Revolution; Europe's Expansion and Imperialism; Arms Race and Alliances; World War I.

Enrolment is limited to 20.

Fee Refund: on being accepted for this course, teachers of History will be sent a full 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 application: February 7, 1982.*)

79. History of Modern China: Major Themes. Herbert Huey, Ph.D. (NYU). *Mondays, 6.15-7.45 p.m., starting March 1, 1982. Room 248, Knowles Building, University of Hong Kong. 10 meetings. Fee: \$90*

A basic knowledge of China's historical development through indepth analyses of the key issues is vital to an understanding of present-day China. The thematic approach is adopted to make meaningful China's complex transformation since 1942. The course will touch upon the following essential themes: Traditional Chinese World Order and the Tributary System; Internal Rebellion and Dynastic Decline; Reform and Chinese Conservatism; Nationalism, Revolution and Western Ideas; Marxism and Chinese Communism: KMT-CCP Rivalry; Land and the Peasants; the Gentry; Foreign Economic Activities and Imperialism; Modernization and the People's Republic.

80. Comparing Chinese, Indian and Japanese Philosophy-Religions (II). Michael Martin, Ph.D. (Harvard), Lecturer in Philosophy, University of Hong Kong, John D. Young, Ph.D. (California) and Susan Rifkin, M.I.A. (Columbia). *Tuesdays, 8.00-9.30 p.m., starting March 2, 1982. Room 18, Extra-Mural Town Centre, Wing On Centre, 8/F. 10 meetings. Fee: \$100*

This is a follow-up of the Autumn course with the same title. It will analyze in depth the basic tenets of each philosophical/religious school, its influence on the society in which it originated, its influence on other societies and other thought systems, and its impact on the people of modern Asian countries. Lectures will be given by a number of people experienced in the teaching of Eastern philosophies and religions. The course will be structured to allow lectures and discussion, and some attempt will be made to compare the subject-matter with Western philosophy-religions. It will focus on Buddhist and pre-Buddhist developments.

81. Understanding Chinese Customs and Traditions. Mrs. Nana Tsao, M.A., Dip.Ed. (H.K.). *Thursdays, 10.15-11.45 a.m., starting February 4, 1982. Room 15, Extra-Mural Town Centre, Wing On Centre, 8/F. 10 meetings. Fee: \$100*

This series of lectures is designed for those who wish to learn something of Chinese life and culture, with special reference to Hong Kong. Topics include historical background to understanding Chinese customs and traditions; Chinese family and kinship organization; religion; marriage and burial customs; and the festivals celebrated in Hong Kong. The lectures will be illustrated with slides and films.

82. Personalities in Ancient China. Terence T. T. Pang, M.Phil. (H.K.). *Wednesdays, 2.15-3.45 p.m., starting February 24, 1982. Room 18, Extra-Mural Town Centre, Wing On Centre, 8/F. 10 meetings. Fee: \$100*

The political, social and intellectual background of ancient China will be illustrated by studying the lives and achievements of the following representative figures; Ch'in Shih Huang-ti: Founder of the Chinese Empire; Han Wu-ti: Traditional Chinese Diplomacy; Tai-tsung the Great: the Enlightened Monarch; Wang An-shih: Utilitarian or Socialist? Yueh Fei and Ch'in Kuei: Hero and Traitor; Genghiz Khan: the Mongol Conqueror; Ming Tai-tzu: Absolute Monarch; Emperor Ch'ien-lung: Peter the Great of China; Hung Hsiu-chuan and Tseng Kuo-fan: Peasant Rebellion and Confucian Restoration; and the Empress Dowager and Li Hung-chang: Court Politics and Regionalism.

583. 香港考古與出土文物欣賞 (Hongkong 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 15 室。

時 間：一九八二年二月廿三日起每星期二下午七時四十五分至九時十五分。

全期學費：九十五元。（共八講及二次野外考察）。

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，已往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、灰窖、陶窖及考古遺址等。並參觀考古學會發掘過程，及安排參與實習。

584. 中國歷代治亂因果及改制得失（十二）：中國戰爭與內戰 (An Analysis of Chinese Historical Trends: Part XII)

主 講 人：林旅芝先生。

地 點：香港大學校外課程部市區中心 15 室。

時 間：一九八二年二月廿六日起每星期五下午七時至八時卅分。

全期學費：九十元。（共十二講）。

本課程為研討中國歷朝之興起及覆亡之因素。以往不少人士持有「天下大勢，亂極必治，治極必亂」之觀點，此種史觀，殊不合邏輯，時代之演變，變幻無常，絕非如機械公式之千篇一律者，每朝之興，必有其因，每朝之止，必有其理，國祚長短，亦不劃一，如周歷時八百載，而劉知遠之漢僅得四年，有何極之可言，故歷史之演變，朝代之興亡，為一極其複雜之問題。本課程即以此問題為研究中心，至於史實，僅作說明資料，用以印證主題之正確性而已。研討範圍分為多期，由殷商開始至國共之爭為第一至十期，中國戰爭與內戰為第十一及十二期，為文史教師及對中國史有興趣者，提供新的資料。

申請教育署退還學費手續：凡政府、補助或私立學校之歷史科教師進修以上課程而欲教育署退還學費，可於接獲本部取錄函件及申請書後，連同學費收據向教育署申請。（如欲教育署退還學費者，須於二月十六日前報名）

See also:

466. **English Life on Canvas: an Examination of English Painting of the 18th and 19th Centuries.** (Page 13)

574. 香港考古學（第 50 頁）

Journalism & Communication

Staff Tutors : Owen H. H. Wong, Telephone 5-4097309
John D. Young, Telephone 5-4097313

585. 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 15 室。

時 間：一九八二年二月十八日起每星期四下午七時四十分至九時十分。

全期學費：一百一十元。（共十二講）。

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學的重要性，消費者的心理與市況，工商機構中的銷售策畧；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，如策畧、電視、廣播、報紙、雜誌、郵遞、推銷與戶外宣傳等；（三）廣告創作，包括抄錄、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。講授時將輔以電影及幻燈片，特別注重實例與個案，並邀請其他廣告專業人士參與講授，而專業名辭則輔以英語。（限收四十人）。

586. 公共與人際關係 (Intra- and Inter-Personal Relationships in 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 18 室。

時 間：一九八二年二月十九日起每星期五下午八時至九時四十五分。

全期學費：一百一十元。（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。（限收四十人）。

587. 表達的技巧 (Public Speaking)

主 講 人：彭煥堯先生（哈佛大學尼曼研究院院士）。

地 點：香港大學校外課程部市區中心 15 室。

時 間：一九八二年二月十六日起每星期二下午六時至七時半。

全期學費：一百一十元。（共十二講）。

從心理學分析思想意見傳達的技巧與實際運用，並就修辭學觀點加以研究批評，講授時特別着重不同場合講辭的撰寫、體裁、編排、表達與評估，日常的應對與辭語的表達，兼分析古今各演講名家的成就作為範例。重點配合職業上的實際需要。

本課程除對傳播界、教育界、社會工作者及公關人仕有幫助外，對各項日常工作與社交會議場面，尤有啟發作用。（限收四十人）。

588. 理辯學 (Persuasion)

主 講 人：彭煥堯先生（哈佛大學尼曼研究院院士）。

地 點：香港大學校外課程部市區中心 18 室。

時 間：一九八二年二月十八日起每星期四下午五時五十分至七時二十分。

全期學費：一百一十元。（共十二講）。

「理辯學」實質上是「表達的技巧」之連續。學員最好先修「表達的技巧」或「表達與理辯」，但此非入學先決條件。課程重點在於理辯與勸導，特重心理學分析人類行為，理辯與社會關係，影響人類意見種種因素，及如何避免受不良影響。至於研討、辯論、訪問等場合之處理亦有詳及。範圍旁及大眾傳播群衆心理及與傳播有關之法律問題。課程內容理論與實際並重，語言、文字兼涉，與工商、教育、傳播等均有密切關係，重點配合職業上實際需求。（限收四十人）。

589. 實用廣告攝影設計 (Photographic Design for Advertising)

主 講 人：蔡克信先生。

地 點：香港英皇道 1044 號福昌樓十樓 B21 叁影室。

時 間：甲班：一九八二年三月十一日起每星期四下午七時卅分至九時卅分。
（共二十講）。

乙班：一九八二年三月十二日起每星期五下午七時卅分至九時卅分。
（共二十講）。

全期學費：每班三百八十元。（報名時請註明甲班或乙班）。

本課程為一般喜愛美術、設計及攝影人仕而設。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。習作包括一般平面印刷設計如商標、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。但學員需自備少量消耗性材料如菲林、藥水等。（每班限收十六人）。

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

主 講 人：蔡克信先生。

地 點：香港鯉魚涌太古城聖約翰男女書院 104 室。

時 間：一九八二年二月十五日起每星期一下午七時卅分至九時十五分。

全期學費：一百三十元。（共十二講）。

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

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

本課程適合一般廣告業人仕、社團活動的負責人，學校的美術教師，及其他對此類設計有興趣人仕選修，而講授時則儘量深入淺出，使部份初學者易於入手。（限收四十人）。

預早報名之重要

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

Law

Staff Tutor : Mrs. Priscilla Tso, *Telephone* 5-4097303

230. Law of Partnership. Kwan Tak Hong, LL.B., P.C.LL. *Mondays, 6.15-8.30 p.m., starting January 11, 1982. Room LG1, Hui Oi Chow Science Building, University of Hong Kong. 6 meetings.* **Fee: \$80**

Topics to be discussed: definition, formation, relations between parties, relations to third parties, liability of parties, dissolution.

591. Company Law in Practice. G. F. F. Viskovic, LL.B. (Auckland), Barrister (New Zealand). *Mondays, 6.15-7.45 p.m., starting February 15, 1982. Room 217, University Main Building. 10 meetings.* **Fee: \$100**

The purpose of this course is to enable people engaged in commerce to gain a practical working knowledge of the law relating to basic principles of corporate personality and limited liability, the internal functioning of company management and its control, the relationships of a registered company with its own shareholders and officers as well as with outsiders. Emphasis will be placed on the practical aspects of company management and procedure.

Topics to be discussed: nature, classification and advantages of registered companies; the creation of a company, the essential documents, promoters and their contracts, commencement of business; how a company obtains finance; managing companies—Directors, secretary, auditor, meetings, the meaning of majority rule; the financial affairs of registered companies and legal obligations in respect thereof; profits and dividends, accounting records, statutory records and returns; minority protection, protection of outsiders, and investigations; how the management of the company is controlled; reconstructions, mergers and takeovers; how a company can be reorganised and brought to an end; voluntary and compulsory winding up, dissolution.

Current cases and examples within the experience of course participants will also be used as illustrative material.

592. Hong Kong Revenue Law. David Yeung, B.A. (Newcastle), P.C.LL. (H.K.). *Mondays, 6.15-7.45 p.m., starting February 8, 1982. Room 416, Knowles Building, University of Hong Kong. 12 meetings.* **Fee: \$120**

This course is designed for individuals interested in practical considerations as well as the legal aspects of Hong Kong's taxation system. Subjects to be covered include salary tax, profits tax, property tax, interest tax, estate duty and stamp duty. Tax planning will be emphasized throughout the course.

593. Law for Social Workers. Joseph Li, LL.B. (H.K.), B.A. (London); Mrs. Liza Li, LL.B. (London). *Mondays, 6.00-7.30 p.m., starting March 1, 1982. Room 21, Extra-Mural Town Centre, Wing On Centre, 8/F. 15 meetings. Fee: \$150*

This course aims at giving an elementary treatment of legal matters encountered by social workers in their daily practice. After a general introduction to the legal system in Hong Kong, three major areas will be chosen for discussion. The first area centres round the family and the legal provisions concerning marriage, divorce, maintenance, property rights and the position of children will be dealt with. Secondly, the criminal process and the system of sentencing will be discussed. Certain selected offences common in Hong Kong will also be explained. Thirdly, the law of employment will be covered with special emphasis on the rights of an employee and industrial disputes. Other subsidiary topics for discussion will include, social security, legal aid, immigration, personal injury claims, housing entitlements and the judicial control of administrative actions.

594. 香港地產物業法例 (Real Property Law in Hong Kong)

主 講 人：文世昌先生。

地 點：香港大學校外課程部市區中心 22 室。

時 間：一九八二年二月二十六日起每星期五下午六時至七時三十分。

全期學費：九十元。（共十講）。

本課程旨在對地產界及相關行業之人仕，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，官地契約之內容，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。

595. 銀行法概論 (Essentials of Banking Law)

主 講 人：陳倚文女士。

地 點：香港大學校外課程部市區中心 25 室。

時 間：甲班：一九八二年三月九日起每星期二下午六時至八時。（共十講）。

乙班：一九八二年三月十一日起每星期四下午六時至八時。（共十講）。

全期學費：九十元。

本課程旨在以簡易之方法，使市民與銀行僱員對香港銀行法例作基本認識。內容包括銀行與顧客之關係；商業貸款；扣押債務人在第三者手中之債權；儲蓄存款，支票及其他票據；銀行之責任和法律對銀行之保障；墊款之保證；抵押及其他債務擔保；商業信用等。

See also:

498. Law Relating to Banking. (Page 23)

754. 社會工作人員與有關家庭的法例 (第 116 頁)

Mathematics

Staff Tutor : Mrs. Priscilla Tso, *Telephone* 5-4097303

596. 多元微積分 (Calculus of Several Variables)

主 講 人：鄧偉廉先生。

地 點：香港大學許愛周科學館 LG1 室。

時 間：一九八二年二月十七日起每星期三下午六時十五分至七時四十五分。

全期學費：九十元。 (共十二講)。

現實世界的種種自然現象和社會現象總是處於不斷變化之中。微積分學就是探討事物變化規律的一門數學方法，對各種變化的特性從數量方面加予描述分析。本課程是「基礎微積分」的繼續與發展，着重研究多元函數的微分與積分，力求使學員對微積分的認識提昇到新的水平，凡曾學習「基礎微積分」或具有相應程度的人仕都可報名參加。

課程內容有冪級數，連續函數，實數介紹，二元函數的偏導數，多元函數與 R^n 上的向量分析；二重積分和三重積分。

太 古 城 校 外 課 程

- 590. 廣告設計實用技巧
- 602. 中級音樂知識
- 631. 基本普通話
- 632. 基本普通話
- 642. 中級普通話
- 656. 初級日語
- 665. 中級日語
- 693. 書法藝術與生活情趣
- 694. 國畫的人物走獸與題字

Music

Staff Tutors: Owen H. H. Wong, Telephone 5-4097309
John D. Young, Telephone 5-4097313

597. 從巴洛克到古典樂派 (From Baroque to Classicism)

主 講 人：劉靖之先生, B.A. (London); M.Phil. (H.K.); L.R.S.M.; F.R.S.A.

地 點：香港薄扶林道香港大學聖約翰學院新翼一樓(23和103號巴士總站側)。

時 間：一九八二年二月廿五日起每星期四下午六時至七時卅分。

全期學費：一百一十五元。(共十二講)。

西洋音樂的發展是整個人類文化發展裏的一個重要組成部份，而西洋音樂史裏的各個階段亦相互關聯、承前啟後，以至形成近代文學藝術領域裏的一股洪流。

歷史的分期一向是家議紛紛、各持己見的困難課題。從巴洛克到古典樂派的一段歷史(十七世紀至十八世紀上半葉)，經歷了一個半世紀。這一百五十餘年的發展，可以劃分為三個形式和風格截然不同的樂派，是後期光輝燦爛的浪漫樂派的基石，是十九世紀歐洲音樂全盛時代的播種期，是布拉姆斯(Johannes Brahms)深沉雋永的樂曲和華格納(Wilhelm Richard Wagner)震人心弦的樂劇的泉源。

在這短短的一個半世紀裏，歐洲大陸產生了數位影響最深遠的作曲家，如J.S. 巴赫，韓得爾(George Frederick Handel)，格盧克(Christoph Willibald Gluck)，海頓(Joseph Haydn)，莫差特(Wolfgang Amadeus Mozart)等。這幾位永垂青史的人物，為我們譜出了傳世不朽的、旋律纖巧華麗的對位音樂，渾厚雄偉、結構完整的交響樂，和風格飄逸、幽美嫵雅的小品。在這個時期裏，貝多芬創作出感人肺腑、完美無疵的作品，為人類發出永不熄滅的火花。

本課程將涉及這個時期的時代背景，傑出作曲家之代表作品及其風格，樂器之組合及配器之法則等；亦將討論複音音樂與單音音樂之差異、賦格曲與奏鳴曲之比較、和聲與對位之應用等。講授將輔以樂譜、錄音帶及圖片。

598. 配器法 (Orchestration)

主 講 人：黃育義先生。

地 點：香港薄扶林道香港大學聖約翰學院新翼一樓(23和103號巴士總站側)。

時 間：一九八二年二月廿五日起每星期四下午七時四十五分至九時十五分。

全期學費：一百一十五元。(共十二講)。

講授時將扼要介紹樂器及配器法之重要基本智識另佈置少量適當練習，以便更透澈了解其原理及掌握配器法之基本技術。

學員應具有管弦樂器一般性能之智識。

599. 客家山歌 (Hakka Folk Songs)

主 講 人：董華強先生。

地 點：香港大學厲樹雄科學館 JL G01 室。

時 間：一九八二年三月四日起每星期四下午六時十五分至七時四十五分。

全期學費：九十五元。 (共十二講)。

客家山歌是聞名天下的，歷史悠久，流傳深遠。主要講授客家人的分佈情況，客家民歌的種類及唱腔研究，選唱著名的《老山歌》及松口一帶的山歌，從而深入了解客家山歌的地方特色和風味。

600. 中級聲樂 (Intermediate Vocal Singing)

主 講 人：麥志成先生, F.T.C.L., A.R.C.M.

地 點：香港大學校外課程部市區中心 15 室。

時 間：一九八二年二月廿五日起每星期四下午六時至七時卅分。

全期學費：一百元。 (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，參加者最宜先選修秋季之「聲樂初階」。

601. 音樂基本理論 (Basic Music Theory)

主 講 人：任策先生, B.S. (St. John) (前北京交響樂團指揮)。

講授語言：國語(輔以英語)。

地 點：香港大學厲樹雄科學館 JL G01 室。

時 間：一九八二年二月廿四日起每星期三下午六時十分至七時四十分。

全期學費：九十五元。 (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頂有意義的樂趣。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畧和聲，複調，曲式，配器各科的概念。

602. 中級音樂知識 (Intermediate Musical Knowledge)

主 講 人：陳崇泰先生, A.I.E., F.T.C.L., L.Mus.T.C.L., L.R.S.M., L.T.C.L.

地 點：香港鰂魚涌太古城聖約翰男女書院 105 室。

時 間：一九八二年三月一日起每星期一下午七時至九時。

全期學費：九十五元。 (共十講)。

音樂可助表達和溝通，也是幸福的泉源，若想體驗它、享受它，基本音樂知識是不可缺少的。

本課程協助音樂愛好者了解音樂，增加生活情趣。學員須具基本音樂資歷，課程完畢後，學員可參加英國海外樂理考試。

603. 視唱練習 (Solfeggi and Aural Training)

主 講 人：任策先生, B.S. (St. John) (前北京交響樂團指揮)。

講授語言：國語 (輔以英語)。

地 點：香港大學厲樹雄科學館 JL G01 室。

時 間：一九八二年二月廿四日起每星期三下午七時四十五分至九時十五分。

全期學費：九十五元。 (共十二講)。

音樂的聽覺是可以訓練的。音準、音調、拍子、節奏、音程、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。

604. Modern Dance and Music Workshop. Miss Daryl Ries, Director of Modern Dance Theatre of Hong Kong. *Saturdays, 1.30-3.30 p.m., starting February 27, 1982. Redgrave Room, 16/F, Hong Kong Arts Centre. 10 meetings.*
Fee: \$160

For teachers of dance and music, and for those wishing to increase their skills. These workshops develop basic dance skills through a supportive, non-competitive programme stressing response to a variety of musical sources including jazz, classical and contemporary. Materials are drawn from modern and related dance forms to enhance and supplement the movement experience. Areas covered include: the exploration, analysis and practice of action in time, space and dynamics, the realising and performing of these basic elements of dance with discipline and vitality, the focusing of flexibility and strength, developing movement ease, sensitivity and expression, and the expansion of an articulated and expressive movement vocabulary.

Fee Refund: on being accepted for this course, teachers of music and dance will be sent a full 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 application: February 17, 1982.*)

Oriental Languages

Staff Tutors: Owen H. H. Wong, *Telephone* 5-4097309

John D. Young, *Telephone* 5-4097313

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

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

MANDARIN

605. Intensive Introductory Mandarin. Fu-tsay Chien, B.A. (Nanking Normal). *Tuesdays and Thursdays, 7.15-9.30 p.m., starting February 16, 1982. Room 930, Knowles Building, University of Hong Kong. 22 meetings. Fee: \$480*

This is an experimental course for those 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 and business conversation. Participants should be prepared to engage in drilling sessions which can be demanding.

Enrolment limited to 24.

606. Introductory Mandarin. Jerry H. C. Law, B.A. (Peking Catholic University), Language Instructor, University of Hong Kong. *Thursdays, 7.15-9.30 p.m., starting March 11, 1982. Room 105, James Hsioung Lee Science Building, University of Hong Kong. 22 meetings. Fee: \$360*

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

607. Mandarin for Business Conversation (II). Mrs. Maggie Chang Dunn, B.A. (Chekiang). *Wednesdays & Fridays, 5.55-6.55 p.m., starting March 3, 1982. Wednesdays, Room 18; Fridays, Room 15, Extra-Mural Town Centre, Wing On Centre, 8/F. 25 meetings. Fee: \$300*

This course is designed for those whose Mandarin is limited to a few words and phrases, and who wish to advance to a more conversational level. The emphasis will be on business-related vocabulary, but equal attention will be paid to daily expressions and the more practical aspects of the language.

Enrolment limited to 15.

8. Intermediate Mandarin. Mrs. Wong Leong Yuk-lan, B.A. (Peking Normal). *Fridays, 7.15-9.30 p.m., starting March 5, 1982. Room 248, Knowles Building, University of Hong Kong. 18 meetings.* **Fee: \$420**

This course is intended for students who have completed Introductory Mandarin or who can prove that they have done a reasonable amount of Mandarin in the past. Some idiomatic expressions will be introduced and students will be taught to read simple passages. Also, an effort will be made to give students practice in writing characters and in finding characters in Chinese dictionaries.

9. Higher Mandarin & Character Learning. Mrs. Wong Leong Yuk-lan, B.A. (Peking Normal). *Thursdays, 7.15-9.30 p.m., starting March 11, 1982. Room 248, Knowles Building, University of Hong Kong. 16 meetings.* **Fee: \$450**

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

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

CANTONESE

10. Cantonese for Business Conversation. Mrs. Caroline Law, B.A. (U.C.). *Tuesdays & Thursdays, 7.45-9.15 p.m., starting March 11, 1982. Room JLG1, James Hsioung Lee Science Building, University of Hong Kong. 30 meetings.* **Fee: \$300**

This course is designed for those whose Cantonese is limited to a few words and phrases, and who wish to advance to a more conversational level. The emphasis will be on business-related vocabulary, but equal attention will be paid to daily expressions and the more practical aspects of the language.

Enrolment limited to 15.

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.

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

11. Cantonese I for Executives. L. T. Tan, B.A. (Chi-nan), Language Instructor, University of Hong Kong. *Tuesdays and Fridays, 6.00-7.15 p.m., starting February 26, 1982. Room 24, Extra-Mural Town Centre, Wing On Centre, 8/F. 40 meetings.* **Fee: \$510**

612. Cantonese I. C. S. Hung, B.A. (Chi-nan), Language Instructor, University of Hong Kong. *Thursdays, 7.15-9.30 p.m., starting March 4, 1982. Room JL106, James Hsioung Lee Science Building, University of Hong Kong. 22 meetings.*
Fee: \$400

613. Cantonese I. Francis Sham, B.A. (Sun Yat-sen), formerly Senior Chinese Language Officer. *Mondays and Thursdays, 2.00-3.30 p.m., starting March 1, 1982. Room 15, Extra-Mural Town Centre, Wing On Centre, 8/F. 33 meetings.*
Fee: \$400

614. Cantonese I. K. K. Chan, B.A. (C.U.H.K.), formerly Language Tutor, Chinese University of Hong Kong. *Mondays and Fridays, 6.15-7.45 p.m., starting March 1, 1982. Room 26, St. Mary's Canossian College, 162 Austin Road, Kowloon (Entrance junction of Kimberley Road and Austin Avenue). 33 meetings.*
Fee: \$400

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.

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

615. Cantonese II for Executives. K. C. Fung, B.A., Dip.M.S. (H.K.). *Wednesdays, 8.00-9.30 p.m., starting March 3, 1982. Room 24, Extra-Mural Town Centre, Wing On Centre, 8/F. 20 meetings.*
Fee: \$510

616. Cantonese II. C. S. Hung, B.A. (Chi-nan), Language Instructor, University of Hong Kong. *Tuesdays, 7.15-9.15 p.m., starting March 2, 1982. Room JL105, James Hsioung Lee Science Building, University of Hong Kong. 15 meetings.*
Fee: \$400

617. Cantonese II. Francis Sham, B.A. (Sun Yat-sen), formerly Senior Chinese Language Officer. *Tuesdays and Fridays, 2.00-3.30 p.m., starting March 2, 1982. Room 15, Extra-Mural Town Centre, Wing On Centre, 8/F. 20 meetings.*
Fee: \$400

618. Cantonese II. K. K. Chan, B.A. (C.U.H.K.), formerly Language Tutor, Chinese University of Hong Kong. *Tuesdays, 6.15-8.15 p.m., starting March 23, 1982. Room 24, St. Mary's Canossian College, 162 Austin Road, Kowloon (Entrance at the junction of Kimberley Road and Austin Avenue). 15 meetings.*
Fee: \$400

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).

619. Cantonese III. C. S. Hung, B.A. (Chi-nan), Language Instructor, University of Hong Kong. *Wednesdays, 7.15-9.30 p.m., starting March 17, 1982. Room 930, Knowles Building, University of Hong Kong. 13 meetings. Fee: \$400*

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 writing characters and in finding characters in Chinese dictionaries.

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

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

620. Chinese Characters I. Francis Sham, B.A. (Sun Yat-sen), formerly Senior Chinese Language Officer. *Tuesdays, 7.15-9.15 p.m., starting March 23, 1982. Room 227, Knowles Building, University of Hong Kong. 13 meetings.*

Fee: \$340

621. Chinese Characters I. Francis Sham, B.A. (Sun Yat-sen), formerly Senior Chinese Language Officer. *Wednesdays, 2.00-3.30 p.m., starting March 3, 1982. Room 14, Extra-Mural Town Centre, Wing On Centre, 8/F. 17 meetings.*

Fee: \$340

622. Chinese Characters II. Francis Sham, B.A. (Sun Yat-sen), formerly Senior Chinese Language Officer. *Thursdays, 7.15-9.15 p.m., starting March 25, 1982. Room 227, Knowles Building, University of Hong Kong. 10 meetings.*

Fee: \$340

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

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

普通話(國語) (Putonghua)

普通話課程，已有數千學員參加，據初步的調查與統計，香港人仕對普通話的學習，興趣日益濃厚，有進一步提倡的需要，故本部將陸續擴充普通話班，並由本部兼任導師重編各類教材，以適應目前香港的需要，使普通話的教學，更趨系統化，更易為各界人仕接受。

本部只收初級班學生，每班限收三十人。

學員注意事項：

本部將於一九八二年秋季起，將普通話班課程全部改成二年制，第一年為基本班，全年講授九十小時，第二年為高級班，全年講授八十五小時；在過渡時期，所有初級班將增為六十小時的講授，以便學員與中級班學員一起升至八二年秋季的高級班。

基本普通話(國語) (Basic Putonghua)

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

基本普通話課本：普通話教程(香港大學校外課程部編)
(可到香港灣仔道波文書局購買)

623. 基本普通話(國語)

主講人：丁國玲女士。(講授語言：普通話)。

地點：香港大學鈕魯詩樓 231 室。

時間：一九八二年二月廿六日起每星期五下午七時十五分至九時卅分。

全期學費：二百卅五元。(共廿六講)。

624. 基本普通話(國語)

主講人：王潔心女士。(講授語言：普通話)。

地點：香港大學鈕魯詩樓 228 室。

時間：一九八二年二月廿四日起每星期三下午七時十五分至九時半。

全期學費：二百卅五元。(共廿六講)。

625. 基本普通話(國語)

主講人：陳萬里女士。(講授語言：普通話)。

地點：香港大學校本部 122 室。

時間：一九八二年二月十九日起每星期五下午七時十五分至九時三十分。

全期學費：二百卅五元。(共廿六講)。

6. 基本普通話（國語）

講人：陳李雅琴女士。（講授語言：普通話）。

地點：香港大學厲樹雄科學館 JL 106 室。

時間：一九八二年二月十七日起每星期三下午七時十五分至九時卅分。

期學費：二百卅五元。（共廿六講）。

17. 基本普通話（國語）

講人：張丹女士。（講授語言：普通話）。

地點：香港大學厲樹雄科學館 JL 105 室。

時間：一九八二年二月廿四日起每星期三下午七時十五分至九時卅分。

期學費：二百卅五元。（共廿六講）。

28. 基本普通話（國語）

主講人：張丹女士。（講授語言：普通話）。

地點：香港大學校外課程部市區中心 18 室。

時間：一九八二年三月二日起每星期二下午四時至六時十五分。

期學費：二百卅五元。（共廿六講）。

629. 基本普通話（國語）

主講人：黎萍女士。（講授語言：普通話）。

地點：香港般含道英皇書院 5 室。

時間：一九八二年二月廿四日起每星期三下午六時卅分至八時四十五分。

期學費：二百卅五元。（共廿六講）。

630. 基本普通話（國語）

主講人：譚惠霞女士。（講授語言：普通話）。

地點：香港般含道英皇書院 5 室。

時間：一九八二年二月十九日起每星期五下午六時三十分至八時四十五分。

期學費：二百卅五元。（共廿六講）。

631. 基本普通話（國語）

主講人：張開齡女士。（講授語言：普通話）。

地點：香港鯉魚涌太古城聖約翰男女書院 104 室。

時間：一九八二年二月十七日起每星期三下午七時至九時十五分。

期學費：二百卅五元。（共廿六講）。

632. 基本普通話（國語）

主 講 人：胡維堯女士。（講授語言：普通話）。
地 點：香港鯉魚涌太古城聖約翰男女書院 103 室。
時 間：一九八二年二月廿四日起每星期三下午七時至九時十五分。
全期學費：二百卅五元。（共廿六講）。

633. 基本普通話（國語）

主 講 人：黎萱女士。（講授語言：普通話）。
地 點：九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院 30 室。
時 間：一九八二年二月廿六日起每星期五下午六時四十五至九時。
全期學費：二百卅五元。（共廿六講）。

634. 基本普通話（國語）

主 講 人：郭凝香女士。（講授語言：普通話）。
地 點：九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院 20 室。
時 間：一九八二年二月廿六日起每星期五下午六時卅分至八時四十五分。
全期學費：二百卅五元。（共廿六講）。

635. 基本普通話（國語）

主 講 人：支字濤先生。（講授語言：普通話）。
地 點：九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院 33 室。
時 間：一九八二年二月廿四日起每星期三下午六時卅分至八時四十五分。
全期學費：二百卅五元。（共廿六講）。

中級普通話（國語）(Intermediate Putonghua)

整個課程為期半年，內容有發音，聲調與語法的複雜，特重高低聲調的調號，調值與類別，及四音節的變化，並輔以高深的會話與各類文章的選讀，以期學員於結業後，能充分運用標準而流利的普通話。學員上課超過四份之三，而結業考試及格者，方可報讀高級普通話班。每班限收三十人。

中級普通話課本：普通話教程。

636. 中級普通話

主 講 人：張丹女士。（講授語言：普通話）。
地 點：香港大學校本部 122 室。
時 間：一九八二年三月廿三日起每星期二下午七時十五分至九時半。
全期學費：二百二十元。（共十八講）。

17. 中級普通話

主 講 人：張開齡女士。（講授語言：普通話）。
地 點：香港大學鈕魯詩樓 415 室。
時 間：一九八二年三月八日起每星期一下午六時卅分至八時四十五分。
全期學費：二百二十元。（共十八講）。

38. 中級普通話

主 講 人：黎萍女士。（講授語言：普通話）。
地 點：香港大學厲樹雄科學館 JL 106 室。
時 間：一九八二年三月廿三日起每星期二下午七時十五分至九時卅分。
全期學費：二百二十元。（共十八講）。

639. 中級普通話

主 講 人：黎萍女士。（講授語言：普通話）。
地 點：香港大學厲樹雄科學館 JL 105 室。
時 間：一九八二年三月十二日起每星期五下午七時十五分至九時卅分。
全期學費：二百二十元。（共十八講）。

640. 中級普通話（國語）（小組學習）

主 講 人：陳李雅琴女士。（講授語言：普通話）。
地 點：香港大學校外課程部市區中心 24 室。
時 間：一九八二年三月十二日起每星期五下午七時三十分至九時四十五分。
全期學費：二百五十元。（限收二十人）（共十八講）。

641. 中級普通話

主 講 人：張丹女士。（講授語言：普通話）。
地 點：香港大學校外課程部市區中心 18 室。
時 間：一九八二年三月十二日起每星期五下午四時至六時十五分。
全期學費：二百二十元。（共十八講）。

642. 中級普通話

主 講 人：胡維堯女士。（講授語言：普通話）。
地 點：香港鯉魚涌太古城聖約翰男女書院 103 室。
時 間：一九八二年三月八日起每星期一下午七時至九時十五分。
全期學費：二百二十元。（共十八講）。

高級普通話 (Advanced Putonghua)

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

643. 高級普通話

主 講 人：張丹女士。 (講授語言：普通話)。
地 點：香港大學厲樹雄科學館 JL 106 室。
時 間：一九八二年三月五日起每星期五下午七時十五分至九時卅分。
全期學費：二百五十元。 (共二十講)。

644. 高級普通話

主 講 人：黎萃女士。 (講授語言：普通話)。
地 點：香港大學校外課程部市區中心 24 室。
時 間：一九八二年三月四日起每星期四下午六時至八時。
全期學費：二百五十元。 (共廿二講)。

645. 高級普通話

主 講 人：黎萃女士。 (講授語言：普通話)。
地 點：香港中區太古大廈 (課室容後通知)。
時 間：一九八二年三月四日起每星期四下午八時至十時。
全期學費：二百五十元。 (共廿二講)。

646. 普通話教學法 (Teaching Putonghua)

主 講 人：張丹女士。 (講授語言：普通話)。
地 點：香港般含道英皇書院 5 室。
時 間：一九八二年三月十一日起每星期四下午六時半至八時半。
全期學費：二百五十元。 (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。語言實驗室的使用操作。學員應達到勝任各種類型的教學工作。經考試及格後，可獲及格證明書。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（在職普通話教師持學校推薦書優先取錄）。（限收二十五人）。

申請教育署退還學費手續：凡政府、補助或私立學校之普通話科教師進修以上課程而欲教育署退還學費，可於接獲本部取錄函件及申請書後，連同學費收據向教育署申請。（如欲教育署退還學費者，須於二月十九日前報名）。

7 中國貿易普通話班 (Putonghua for Business)

主 講 人：張丹女士。 (講授語言：普通話)。
地 點：香港大學校外課程部市區中心 18 室。
時 間：一九八二年四月十九日起每星期一下午四時至六時。
全期學費：四百五十元。 (共二十講)。

隨着中國「四化」建設的展開，本港與中國之交往、貿易日趨頻繁和擴大。普通話就成了一切經濟活動的鑰匙，本課程以最快的速度，最先進的教學方法，最實用的教材為工商界人士提供學習機會。凡持有公司中國貿易證明者優先取錄。學員結業考試及格可獲合格證明書。(限收廿五人)。

JAPANESE

日語文憑班 (Certificate Course in Japanese)

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

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

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

入學及考試：本部只收初級班學生，高級班結業考試及格後，本部將頒發日語文憑。此項文憑之頒發，又需符合下列三種條件：(1) 學員在每階段之上課次數超過四份之三；(2) 在學習過程中，充份完成所有習作；及(3) 必須考試及格。

學員注意事項：

本部將于一九八二年秋季起，將日文班課程全部改成二年制，第一年為基本班，全年共講授九十小時，第二年為高級班，全年講授九十小時；在過渡時期，所有初級班將增為六十小時的講授，以便學員與中級班學員一起升至八二年秋季的高級班。

648. 初級日語 (Introductory Japanese)

主 講 人：楊愼豪學士。

地 點：香港大學校本部 122 室。

時 間：一九八二年三月三日起每星期三下午七時十五分至九時卅分。

全期學費：二百卅五元。（共廿六講）。

649. 初級日語

主 講 人：陳耀德學士。

地 點：香港大學鈕魯詩樓 248 室。

時 間：一九八二年二月廿四日起每星期三下午七時十五分至九時卅分。

全期學費：二百卅五元。（共廿六講）。

650. 初級日語

主 講 人：黃健雄碩士。

地 點：香港大學鈕魯詩樓 228 室。

時 間：一九八二年三月四日起每星期四下午七時半至九時半。

全期學費：二百卅五元。（共廿九講）。

651. 初級日語

主 講 人：張廣壽先生。

地 點：香港大學鈕魯詩樓 228 室。

時 間：一九八二年三月五日起每星期五下午七時十五分至九時卅分。

全期學費：二百卅五元。（共廿六講）。

652. 初級日語

主 講 人：賴玉華碩士。

地 點：香港般含道英皇書院 5 室。

時 間：一九八二年二月廿三日起每星期二下午六時卅分至八時四十五分。

全期學費：二百卅五元。（共廿六講）。

653. 初級日語（小組學習）

主 講 人：陳德亮學士。

地 點：香港大學校外課程部市區中心 24 室。

時 間：一九八二年三月八日起每星期一下午五時四十五分至八時。

全期學費：二百八十元。（共廿六講）。（限收二十人）。

654. 初級日語 (小組學習)

主講人：張斯立學士。

地點：香港大學校外課程部市區中心 24 室。

時間：一九八二年三月九日起每星期二下午七時半至十時。

全期學費：二百八十元。（共廿四講）。（限收二十人）。

655. 初級日語

主講人：陳效贊學士（香港大學語言中心兼任導師）。

講授語言：國語及粵語。

地點：香港大學校外課程部市區中心 18 室。

時間：一九八二年三月二日起每星期二上午十時卅分至下午十二時四十五分。

全期學費：二百卅五元。（共廿六講）。

656. 初級日語

主講人：伍錦源碩士。

地點：香港鰂魚涌太古城聖約翰男女書院 101 室。

時間：一九八二年二月廿四日起每星期三下午六時四十五分至九時十五分。

全期學費：二百卅五元。（共廿四講）。

657. 初級日語

主講人：張斯立學士。

地點：九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院 30 室。

時間：一九八二年二月廿五日起每星期四下午六時卅分至八時四十五分。

全期學費：二百卅五元。（共廿六講）。

658. 初級日語

主講人：張斯立學士。

地點：九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院 30 室。

時間：一九八二年二月廿四日起每星期三下午六時卅分至八時四十五分。

全期學費：二百卅五元。（共廿六講）。

659. 初級日語

主講人：劉鑑義碩士。

地點：九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院 33 室。

時間：一九八二年二月廿三日起每星期二下午六時四十五分至九時。

全期學費：二百卅五元。（共廿六講）。

660. 初級日語

主 講 人：譚林通學士（香港大學語言導師）。

地 點：九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院 33 室。

時 間：一九八二年三月十五日起每星期一及四下午六時半至八時。

全期學費：二百卅五元。（共四十講）。

初級日語班課本：日本語（國際學友會日本語學校編）

（可到香港圖書中心，金巴利道智源書局購買）

661. 中級日語 (Intermediate Japanese)

主 講 人：陳劍豪學士。

地 點：香港大學鈕魯詩樓 228 室。

時 間：一九八二年三月廿三日起每星期二下午七時十五分至九時卅分。

全期學費：二百二十元。（共十八講）。

662. 中級日語

主 講 人：盧麗珠碩士。

地 點：香港大學厲樹雄科學館 JL 102 室。

時 間：一九八二年三月十八日起每星期四下午六時十五分至八時卅分。

全期學費：二百二十元。（共十八講）。

663. 中級日語（小組學習）

主 講 人：黃健雄碩士。

地 點：香港大學校外課程部市區中心 24 室。

時 間：一九八二年三月八日起每星期一下午八時至十時。

全期學費：二百八十元。（共二十講）。（限收二十人）。

664. 中級日語

主 講 人：陳效贊學士（香港大學語言中心兼任導師）。

（講授語言：國語及日語）。

地 點：香港大學校外課程部市區中心 18 室。

時 間：一九八二年三月十八日起每星期四上午十時卅分至下午十二時四十五分。

全期學費：二百八十元。（共十八講）。（限收二十人）。

665. 中級日語

主 講 人：伍錦源碩士。

地 點：香港鰂魚涌太古城聖約翰男女書院 101 室。

時 間：一九八二年三月八日起每星期一下午六時四十五分至九時十五分。

全期學費：二百二十元。（共十六講）。

666. 中級日語

主 講 人：劉鑑義碩士。

地 點：九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院 33 室。

時 間：一九八二年三月十九日起星期五下午六時四十五分至九時。

全期學費：二百二十元。（共十八講）。

667. 中級日語

主 講 人：守川邦明先生。（講授語言：國語）。

地 點：九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院 26 室。

時 間：一九八二年三月廿三日起每星期二下午六時四十五分至九時。

全期學費：二百二十元。（共十八講）。

668. 中級日語會話 (Intermediate Japanese Conversation)

主 講 人：黃健雄碩士、劉鑑義碩士。

地 點：九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院 26 室。

時 間：一九八二年三月廿四日起每星期三下午七時至九時。

全期學費：二百廿五元。（共二十講）。

本課程目的為增進學員之日語聽講能力。講習內容以日本語言風俗及時事為主題，參加者需曾修畢日語文憑班初級日語並經面試合格。（報名時，須連同考試合格通知書證明。）（限收二十人）。

截止報名日期：三月十日。

中級日語課本：日本語（國際學友會日本語學校編）

669. 高級日語 (Advanced Japanese)

主 講 人：西牧義江先生。（講授語言：國語）。

地 點：香港大學厲樹雄科學館 JL G01 室。

時 間：一九八二年三月廿九日起每星期一及五下午六時十分至七時四十分。

全期學費：二百五十元。（共三十講）。

670. 高級日語

主 講 人：西牧義江先生。（講授語言：國語）。

地 點：香港大學厲樹雄科學館 JL G01 室。

時 間：一九八二年三月廿九日起每星期一及五下午七時四十五分至九時十五分。

全期學費：二百五十元。（共三十講）。

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

日語班深造課程 (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，每班限收十八人，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三個課程，名額有限，請儘快報名。

671. 高級日語會話 (Advanced Japanese Conversation)

主 講 人：西牧義江先生。（講授語言：國語）。

地 點：香港大學鈕魯詩樓 231 室。

時 間：一九八二年三月十日起每星期三下午七時十五分至九時十五分。

全期學費：三百元。（共二十講）。

672. 高級日語會話 (Advanced Japanese Conversation)

主 講 人：守川邦明先生。（講授語言：國語）。

地 點：香港大學鈕魯詩樓 930 室。

時 間：一九八二年三月五日起每星期五下午七時十五分至九時十五分。

全期學費：三百元。（共二十講）。

673. 日文閱讀與寫作 (Practice of Reading & Writing Japanese)

主 講 人：楊慎豪先生。

地 點：香港般含道英皇書院 5 室。

時 間：一九八二年三月一日起每星期一下午六時半至八時半。

全期學費：三百元。（共二十講）。

Chinese Studies

Staff Tutors: Owen H. H. Wong, Telephone 5-4097309
John D. Young, Telephone 5-4097313

LITERATURE

674. 中國語文講座：文學概論 (Theories of Literature)

主 講 人：陳焯良博士。

地 點：香港大會堂八樓南會議室。

時 間：一九八二年二月廿五日起每星期四下午七時至九時。

全期學費：一百四十五元。（共十二講）。

本課程旨在介紹有關文學理論的基礎知識；幫助學員認識文學原理，欣賞作品，並在從事文學教學時作為借鏡。課程內容包括文學的定義，文學的功用，文學與作家的關係，文學作品的內容和形式，主題思想，形象和典型，結構，情節和剪裁，文學語言的特點，人物描寫與環境描寫，文學作品的分類和特點等。講授時一般都引用實例來說明。

申請教育署退還學費手續：凡政府、補助或私立學校之中文科教師進修以上課程而欲教育署退還學費，可於接獲本部取錄函件及申請書後，連同學費收據向教育署申請。（如欲教育署退還學費者，須於二月十五日前報名）。

675. 對聯的欣賞與研究 (Chinese Couplets)

主 講 人：陳耀南博士。

地 點：香港大學紐魯詩樓 248 室。

時 間：一九八二年三月二日起每星期二下午七時四十五分至九時十五分。

全期學費：八十元。（共八講）。

對聯是中國文學的特有藝術形式，明清兩代，非常流行；直到現代，仍然廣泛應用和受到喜愛、欣賞。本課程擬就語言、文字、修辭等角度，探究對聯的構成本質、寫作原理，略述其發展流變，並且廣舉範例，以作欣賞和研習的對象。

676. 文學創作 (Creative Writing in Chinese Literature)

主 講 人：李韓玲女士。

地 點：香港大學校外課程部市區中心 18 室。

時 間：一九八二年三月一日起每星期一下午七時五十分至九時卅五分。

全期學費：一百一十元。（共十講）。

隨着人類文化教育事業的發展，熱愛文學的人越來越多，不少成為文學的欣

賞者；不少人還拿起筆來，進行創作，本課程是特為本港的文學愛好者與文學教師而開設的。

講授內容，包括文學創作的一般原理，文學作品（小說、散文）的特點、寫作方法等。為了提高學員的欣賞文學作品、分析文學作品的水平和寫作能力，本課程除設有創作練習外，還選出文學佳作，進行討論。

677. 朗誦講座 (Verse and Prose Speaking)

主 講 人：何家松先生（香港學校朗誦節中文朗誦委員會主席）。

地 點：香港大學鈕魯詩樓 231 室。

時 間：一九八二年二月廿二日起每星期一下午七時四十五分至九時卅分。

全期學費：一百元。（共十講）。

本講座詳細介紹有關朗誦方面的基本知識、技巧運用及訓練方法等，使教師及喜愛朗誦者對朗誦能有較系統而全面的認識。講授內容包括：朗誦的意義及功用；朗誦的情意表達技巧（聲調的控送，節奏的處理，情感的表達，動作的設計）；個人朗誦的指導方法；訓練集體朗誦的步驟；集體朗誦的技巧運用；隊型的編排；和聲誦讀的處理，二人對話誦讀的方法；造型的朗誦；視讀的訓練法；新詩、散文、詩、詞、曲的朗誦；誦材的編選；及評判朗誦的準則。

本課程着重理論與實際經驗的結合，並有示範及錄音以輔助教師於訓練時有所參攷。

申請教育署退還學費手續：凡政府、補助或私立學校之中文科教師進修以上課程而欲教育署退還學費，可於接獲本部取錄函件及申請書後，連同學費收據向教育署申請。（如欲教育署退還學費者，須於二月十二日前報名）。

678. 宋詞 (Sung Tzu)

主 講 人：潘小磐先生。

地 點：香港大學校外課程部市區中心 18 室。

時 間：一九八二年二月十五日起每星期一下午六時至七時四十五分。

全期學費：一百一十元。（共十二講）。

詞始於唐，盛於宋，由小令，中調，而慢詞，篇幅愈寬，境界愈大，名家輩出，佳作連翩。上期已介紹晏（殊、幾道），歐（陽修），張（先），秦（觀）諸家，及較前之溫飛卿，馮延巳，南唐二主，今期將着重於介紹柳（永），周（邦彥），蘇（軾），辛（棄疾）以後各家。

679. 中國民間文學專題講座：民歌與情歌
(Folklore and Popular Literature)

主 講 人：譚達先先生（前國內大學講師）。 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 15 室。
時 間：一九八二年二月廿七日起每星期六下午四時十五分至五時四十五分。
全期學費：九十五元。 （共十二講）。

優秀的傳統中國民間文學，既有濃厚的趣味性，也有科學性。講授時分為下列專題：（一）民歌與情歌；（二）傳說與童話；（三）笑話與趣事；（四）謎語研究；（五）魯迅與民間文學。以漢族作品為主，剖析有關藝術種類的特徵、若干名作的意義及卓越的文學成就。如對優秀的情歌，歌謠史；梁山伯與祝英台；清官包公、愛國詩人屈原、魯班、孟姜女、劉三姐等傳說；蛇郎、老虎外婆、怪孩子等童話；諷刺笑話及呆女婿、巧女等故事；謎語史及近、現代謎語，等等，均作了剖析，說明其現實意義。

酌印講義，指定專著，便於自學，未選修《中國民間文學》一科者，亦可參加。

680. 應酬文體規範 (Practical Chinese)

主 講 人：陳本先生。
地 點：香港大會堂八樓南會議室。
時 間：一九八二年二月廿二日起每星期一下午七時至八時。
全期學費：七十五元。 （共十二講）。

在每種應酬場面，及每類書信來往，甚至於日常工作中，都需要用到各式文體；形式體裁以外，更應講求文句的修飾與文字的美感，故本課程的重點將包括：書信；柬帖；對聯；題詞及應酬詩文。以切合普通實用為標準，注重格式及作法方面，提供普通原則，以資啟發，並加習作。本期另加講文告、慶弔文、簡啟文扁幛詞等四類，以作更深入研究。

681. 《明清四大小說》講座
(The Four Great Novels of the Ming & Ch'ing Period)

主 講 人：黃珮玉女士（前暨南大學中文系講師）。
地 點：香港大學厲樹雄科學館 JL 106 室。
時 間：一九八二年二月廿二日起每星期一下午六時十分至七時四十分。
全期學費：九十五元。 （共十講）。

明清四大小說：《三國演義》、《水滸傳》、《西遊記》、《紅樓夢》，在

中外文壇上都是罕有的巨著，其內容豐富深刻而各有不同，在藝術上具有永恆的生命力而各具特色，這四部小說中的每一部都是一個巨大的藝術寶庫。

本講座擬對這四部小說的思想內容和藝術特色作深入的論述分析，並對各家不同的見解詳加介紹，對各書中的精彩章節將作具體細緻的分析和講述。

682. 中國新文學之探討 (A Critical Study of Modern Chinese Literature)

主 講 人：袁效良先生（香港電台教育文化節目主講人）。

地 點：香港大會堂八樓南會議室。

時 間：一九八二年二月廿二日起每星期一下午八時至九時。

全期學費：七十五元。（共十二講）。

五四以後之散文、新詩、小說與戲劇，作品繁多，而每家各有其風格，本課程一方面回顧過往，把新文學的史料作廣泛的介紹，詳釋其源流、派別、風格與影響，另一方面則瞻望將來，探討新文學研究的方法與應走的路向，特重作品的欣賞，並為參加者解釋各項問題，提供研讀的方法。

683. 英譯中的技巧和方法 (Translating English into Chinese)

主 講 人：鍾陳穎嘉女士。

地 點：香港大學校外課程部市區中心 15 室。

時 間：一九八二年二月廿四日起每星期三下午七時五十分至九時廿分。

全期學費：一百一十元。（共十講）。

此項課程範圍包括英譯中的基本原則及困難問題。教師會列舉公文及新聞翻譯的例子加以闡釋並作討論。

PHILOSOPHY

684. 佛家大乘各宗要義 (八) (Buddhist Philosophy)

主 講 人：羅時憲先生。

地 點：香港大學校外課程部市區中心 15 室。

時 間：一九八二年二月廿四日起每星期三下午六時十五分至七時四十五分。

全期學費：九十元。（共十二講）。

佛家哲學課程已開辦多年，今期再以另一形式分宗講述現時流行於中國的大乘佛學。包括：印度龍猛系統的空宗；印度世親系統的有宗；中國人所創立的天台宗及華嚴宗；教外別傳的禪宗；著重實修的淨土宗及密宗；及上述各宗現時發展的趨勢。

凡未選修課程第七輯者，亦可參加。

585. 西洋哲學與中國 (Western Philosophy and China)

主 講 人：鄭焯堅碩士。

地 點：香港大學校外課程部市區中心 15 室。

時 間：一九八二年二月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：九十元。（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，伯拉圖，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。

686. 中國哲學 (Chinese Philosophy)

主 講 人：鄭焯堅碩士。

地 點：香港大學校外課程部市區中心15室。

時 間：一九八二年二月十五日起每星期一下午八時至九時卅分。

全期學費：九十元。（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；周張劭，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。

ART & CULTURE

The following courses are presented in association with the Fung Ping Shan Museum, University of Hong Kong.

687. 陶藝雜談 (Chinese Ceramics)

主 講 人：何秉聰先生、盧金球先生。

地點：香港大學校外課程部市區中心 15 室。

時間：一九八二年二月十九日起每星期五下午八時卅五分至九時卅五分。

全期學費：七十五元。（共十二講）。

每次上課由學員提出陶瓷製品，即席共同評述其年代、製法、藝術價值與社會價值等；或用圖片、影片作專題演講，以闡述某一時代之中外陶藝。不論以前曾否參加聽講者，皆可加入。

688. 山水國畫的基本寫法 (Chinese Landscape Painting)

主講人：陶濤先生。（國立中山大學法學士）。

地點：香港大學校外課程部市區中心 18 室。

時間：一九八二年二月十九日起每星期五下午六時廿分至七時五十分。

全期學費：一百廿元。（共十五講）。

本課程內容包括：

（一）樹幹、樹枝、和樹木的穿插法；（二）樹葉的畫法。松葉、柳葉、竹葉、大混點、小混點、介字點、胡椒點；（三）山石的皴法，大間小法、小間大法；（四）山石的組合；（五）點苔法、直點、橫點、介字點、胡椒點；（六）水泉法、畫瀑布法、（七）畫細泉法、畫平泉法；（八）畫烟雲法；（九）畫屋宇、亭台、樓閣橋樑法；（十）用筆、用墨、用色法；（十一）寫宣紙法；（十二）寫扇面法；（十三）臨摹；（十四）寫生；（十五）創作、及其他實習。

本課程綜合以上課題，使學員明瞭寫山水基本方法，並善用宣紙，扇面各法。每講必有欣賞，示範，修改作業。

689. 現代彩禽畫 (Colour Birds in Chinese Painting)

主講人：李撫虹先生。

地點：香港英皇道 193 號英皇中心 K 座二樓巴海教中心。

時間：一九八二年三月十四日起每星期日下午二時卅分至四時。

全期學費：一百八十五元。（共二十講）。

在彩色動物世界圈裏、以彩色禽類、最爲悅目、如孔雀錦雞鸚鵡鸕鶿鴛鴦……之屬、亦最爲人們所歡迎。

我國歷朝名家、代有傑作本課係把傳統的技法加以改進、從而對物體的表現、越法生動有致。（限收二十五人）。

690. 水墨山水畫 (Chinese Landscape Ink Painting)

主 講 人：李撫虹先生。

地 點：香港英皇道 193 號英皇中心K座二樓巴海教中心。

時 間：一九八二年三月十四日起每星期日下午四時十五分至五時四十五分。

全期學費：一百八十五元。（共二十講）。

水墨畫在藝術上是中國畫最突出的特徵。其經過歷程較敷彩畫為晚，實開端于南北朝，興起于唐代。其見諸山水畫中，尤為顯著，而更流行于現代。

本課在使學員對水墨山水畫獲致正確之認識和基本之技法。故對於水和墨的交融紙與筆的運用，而如何把其表現出乾濕濃淡，焦積破掃、和陰陽凸凹、深淺遠近、寒暖晦明，迷離漂渺、虛實顧盼的光彩與形態？莫不一一加以說明和示範。（限收二十五人）。

691. 山水畫的意境與題字 (Chinese Landscape Paintings)

主 講 人：徐達之先生。 講授語言：粵語（輔以國語）。

地 點：香港大學鈕魯詩樓 229 室。

時 間：一九八二年三月十三日起每星期六下午二時卅分至四時。

全期學費：一百八十五元。（共二十講）。

本課程特為研習中國山水畫藝術的學者而設，除研習山水畫各項基本技法之外，並注意主題內容意境的深遠與高雅所謂「畫中有詩」的描繪。同時研習題字，與用印的藝術。內容包括：（一）山水畫的傳統皴擦，（二）山水畫的現代渲染法，（三）傳統與現代畫法的融合，（四）外師造化與中得心源的立意，選擇，提鍊與創作，（五）題字與主題內容的配合，（六）字體筆墨與畫面氣氛的調和，（七）題畫書法的研習，（八）用印大小多少的安排。每課分發講義，附習作樣本，並注重課外習作。（限收二十五人）。

692. 中國書法的研習與運用 (Appreciation of Chinese Calligraphy)

主 講 人：徐達之先生。 講授語言：粵語（輔以國語）。

地 點：香港大學鈕魯詩樓 229 室。

時 間：一九八二年三月十三日起每星期六下午四時十五分至五時四十五分。

全期學費：一百八十五元。（共二十講）。

本課程為適應有意研習中國書法寫作與運用者而設。旨在指導如何把書法寫好及其運用方法。

內容包括：（一）楷書「永」字八法的研習，（二）王羲之傳世書法的研習與運用，（三）唐代歐陽詢的書法研習，（四）唐虞世南的書法研習，（五）唐褚遂良的書法研習，（六）唐顏真卿的書法研習，（七）徐浩與李邕書法的研習，（八）張旭與柳公權書法的研習，（九）唐代名家書法的運用，（十）現代運用的書法。（十一）每課分發講義，（十二）即堂示範並批改習作。（限收二十五人）。

693. 書法藝術與生活情趣 (Chinese Calligraphy & the Art of Life)

主 講 人：徐達之先生。 講授語言：粵語（輔以國語）。
地 點：香港鯉魚涌太古城聖約翰男女書院 102 室。
時 間：一九八二年三月十五日起每星期一下午七時至九時。
全期學費：一百八十五元。（共十五講）。

本課程為適應對中國書法藝術有研習寫作興趣者而設，不論以前曾否參加各項書法課程者，均可參加研習。內容包括：（一）正楷書法的端莊，（二）行書的變化，（三）草書的放縱，（四）隸書的典雅，（五）篆書的古拙，（六）各體書法的選練，（七）筆墨紙硯的配合，（八）生活情趣的培養。（九）每課分發講義（附習作字範），（十）即堂示範並批改習作。（限收二十五人）。

694. 國畫的人物走獸與題字 (Chinese Paintings: Humans and Animals)

主 講 人：徐達之先生。 講授語言：粵語（輔以國語）。
地 點：香港鯉魚涌太古城聖約翰男女書院 102 室。
時 間：一九八二年三月十七日起每星期三下午七時至九時。
全期學費：一百八十五元。（共十五講）。

國畫與題字為中國傳統藝術的兩環，成熟的國畫，加上優美的詩詞、文句、與龍翔鳳舞般的書法，使畫面更充實主題更突出更能顯現出詩書畫完美的境界。國畫的人物與走獸更着重於詩詞、文句與書法鋪張。本課程除研習人物走獸畫各項技法外，並注重題畫詩文與書法藝術。內容包括：（一）白描人物畫，（二）潑墨人物畫，（三）仕女美人畫，（四）馬牛羊等走獸描畫技法與構圖，（五）人物與走獸畫的題畫詩文，（六）各類畫面的題字書法。（七）每課分發講義，（八）即堂示範批改習作。（限收二十五人）。

695. 篆刻藝術 (The Art of Seal Engraving)

主 講 人：陳秉昌先生、陳正誠先生。

地 點：香港大學校外課程部市區中心 18 室。

時 間：一九八二年二月二十日起每星期六下午四時十五分至五時四十五分。

全期學費：一百三十五元。 （共十四講）。

篆刻是我國特有的一種藝術，乃由文字、美術及雕刻三者結合而成，至今數千年來仍有留存之價值。本課程對理論、技術、石之種類等，分別詳為講解，作一整體之介紹，並作示範及放映幻燈片，以增加學者之欣賞力與興趣，使在短期內能有所認識而自作篆刻。

See also :

- 452. 基本書道 (第 9 頁)
- 453. 中級書道 (第 9 頁)
- 465. **Chinese Art and Artifacts.** (Page 13)
- 469. 藝術家講座 (第 14 頁)
- 488. **Hong Kong Statistics for Business.** (Page 20)
- 532. 中國現代文學作家論 (第 36 頁)
- 533. 中國歷史教學 (中一至中三) (第 36 頁)
- 569. **T'ang Dynasty Poetry in Translation.** (Page 47)
- 577. **Hong Kong and South China in Prehistory.** (Page 52)
- 579. **History of Modern China.** (Page 53)
- 581. **Understanding Chinese Customs and Traditions.** (Page 53)
- 582. **Personalities in Ancient China.** (Page 53)
- 583. 香港考古與出土文物欣賞 (第 54 頁)
- 584. 中國歷代治亂因果及政制得共 (十二)：中國戰爭與內戰 (第 54 頁)
- 599. 客家山歌 (第 62 頁)
- 708. 了解中國政制 (第 93 頁)
- 709. 中共三十年來的政治——毛澤東身後的中國 (第 94 頁)

Philosophy & Psychology

Staff Tutor : Miss N. P. Lee, Telephone 5-4097308

696. Paths to Perfection: the Hindu-Buddhist Way. Mrs. Rajeshwari Ghose, B.A. (Calcutta), M.A. (H.K.). *Wednesdays, 7.45-9.15 p.m., starting February 17, 1982. Room 21, Extra-Mural Town Centre, Wing On Centre, 8/F. 14 meetings.* **Fee: \$130**

This series of lectures will begin by examining the three main streams of ideas that led to the evolution of modern Hinduism. These consist of a) the Vedic tradition of the invading Aryans, b) pre-Aryan beliefs of the native inhabitants as preserved in their classics and c) the strong substrata of folk religion. The process of synthesis as expressed through the language of myths, sacred art and the phenomena of rites and rituals will be examined. The six major schools of Hindu philosophy will also be briefly surveyed. The second part of the series will begin by examining the life and times of the Buddha and concentrate on the extent of the influence of Hinduism on Buddhism, and how it was transformed from what originally seemed to be a protest movement against Hinduism into a new charter of faith. The concluding lectures will trace the development of Mahayana Buddhism and study the changes it underwent in China and Japan.

697. The Structure of Change: a new approach to communication and psychotherapy. George Zee, S.J., M.A., C.A.G.S. (Anna Maria), Diploma from the Gestalt Training Centre in San Diego, Certified Practitioner in the Art of Neuro-Linguistic Programming (NLP). *Saturdays, 2.30-5.30 p.m., starting March 6, 1982. Audio-visual Room, Wah Yan College, 56 Waterloo Road. 12 meetings.* **Fee: \$200**

This course will introduce some of the innovative techniques of Neuro-Linguistic Programming which were developed by behavioural modellers Richard Bandler, John Grinder & others. NLP is said to contain a wealth of behavioural technology applicable to any endeavour involving communication. According to John O. Stevens, author of *Awareness* and editor of *Gestalt Therapy Verbatim* "NLP represents a huge quantum jump in our understanding of human behaviour and communication. It makes most current therapy and education totally obsolete."

Enrolment is restricted to psychologists, social workers and those in the helping professions. Special application forms for this course are available upon request.

Medium of instruction : Cantonese.

698. Learning disabled children in the classroom: Psychology of Learning Disability II. Miss Catharine Williams, B.A. (Wisc.), M.A. (N.Y.U.). *Wednesdays, 6.15-7.45 p.m., starting February 17, 1982. Room LG2, Hui Oi Chow Science Building, University of Hong Kong. 10 meetings.* **Fee: \$100**

This course is designed for classroom teachers not trained in special education

but interested in helping children with such learning problems as poor memory, poor motor co-ordination and extreme disorientation. Identification and remedial techniques and instruments will be introduced. Practical skills such as how to interpret assessment reports, how to work with parents of learning disabled children, and behaviour modification will be discussed. Class time will be divided into lecture, demonstration and practice units. Participants will be encouraged to devote some time outside class to reading and practice.

Fee Refund: on being accepted for this course, teachers will be sent a full 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 application: February 8, 1982.*)

699. 西洋哲學史淺釋 (History of Western Philosophy)

主 講 人：陶國璋先生。

地 點：香港大學校外課程部市區中心 13 室。

時 間：一九八二年二月二十七日起每星期六下午二時三十分至四時。

全期學費：一百元。 (共十二講)。

西方有重理智的文化傳統，哲學家不斷以他們的聰明智慧追尋真理，了解思維和知識的本質，存在的意義，人的行爲，和價值及理想的領域。本課程將藉着討論西洋哲學史上著名學者的思想和主要學派，去介紹人類智慧的結晶。課程內容包括：(一) 古希臘的哲學發展：泰利斯，辨士，蘇格拉底，柏拉圖，亞里士多德；(二) 中古神學：聖奧古斯丁，聖湯瑪士；(三) 近代哲學：理性主義，經驗主義，德國唯心論；(四) 現代哲學：存在主義，分析哲學。

700. 社會倫理專題研討 (Topical Studies in Social Ethics)

主 講 人：廖寶泉先生。

地 點：香港大學校外課程部市區中心 21 室。

時 間：一九八二年二月十日起每星期三下午六時至七時三十分。

全期學費：八十元。 (共十講)。

本課程旨在促進學員對社會問題之關注，並培養獨立思考與批判之能力。全部課程共分十講，每講專研一個課題，內容包括：宗教與社會改革；新社會運動；公共政策與利益團體；大眾傳播與社會責任；基本人權；墮胎、自殺與安死；貧窮；保護環境；科學技術對社會的影響、經濟進展與生活質素等。此等課題，均通過東西方人文主義及基督教之批判眼光，予以檢討。

701. 心理學導論（二） (Introductory Psychology II)

主 講 人：黃世強先生。

地 點：香港大學校外課程部市區中心 16 室。

時 間：一九八二年二月十六日起每星期二下午七時四十五分至九時十五分。

全期學費：一百元。（共十二講）。

此課程乃心理學導論（一）之延續，其目的為使學員對普通心理學有進一步的認識，而其內容則着重社會及文化對個體行為之影響。

課程綱要：自然環境，文化背景及社會結構對心理之發展及思想的影響；觀念之形成和改變；群體的結構和成員的行為，群體力學；領袖和領導；偏見之形成；現代都市生活及稠密之人口對行為之影響等。

曾修讀心理學導論（一）者得優先取錄。

702. 青少年心理學簡介 (Introduction to Adolescent Psychology)

主 講 人：梁天明先生。

地 點：香港大學校外課程部市區中心 21 室。

時 間：一九八二年三月四日起每星期四下午八時十分至九時四十分。

全期學費：八十元。（共十講）。

青少年時期有多姿多采的一面，也有令人困惑的一面，而心理學對青少年時期的研究也十分豐富。本課程將介紹有關青少年心理的理論；生理上的轉變，文化、教育、宗教等對他們心理發展上的影響；發展中的阻礙；各種發展的狀況；本港青少年的一般心態及輔導他們的方法等。

703. 情緒問題的處理

(Coping with Emotional Problems in Everyday Life)

主 講 人：鄭基雄先生。

地 點：香港大學校外課程部市區中心 21 室。

時 間：一九八二年二月十一日起每星期四下午六時至八時。

全期學費：一百元。（共九講）。

在日常生活中我們難免被情緒問題所困擾，並且花不少精力去應付；為使學員能更有效地處理情緒問題，本課程將分作下列三部分：（一）闡釋常見較輕微的情緒問題；（二）研討如何去克服因情緒問題而產生的困難；（三）了解人與人之間的溝通。課程將特別着重第二部份，針對緊張、焦慮、憂慮、恐懼等情緒，提出適合個人應用的處理辦法，參加學員務要積極參與，同時亦將要做「家課」。

704. 現代父母之道入門 (Effective Parenthood)

主 講 人：李昆生女士。

地 點：香港大學校外課程部市區中心 16 室。

時 間：一九八二年二月九日起每星期二下午六時至七時三十分。

全期學費：九十元。 (共十講)。

一貫以來，我們的社會都流傳一種「天下無不是父母」的觀念；事實上父母對子女的愛雖是無可置疑，但表達方式卻未盡是恰當，於是有所謂代溝；加以社會的基本結構已從大家庭演變為小家庭，欠缺經驗也常令養兒育女成為難事，所以去探討如何有效地表達愛的訊息是非常重要的，而此又常牽涉青年父母本身的言行修養，致養兒育女的神聖工作不再是生而知之，而進而為學而知之。

本課程除介紹兒童身心成長的過程需要外，特別著重一般青年父母比較少留意的實際問題 例如：個人自我認識及接受；夫婦協調對教育孩子的重要性；在職父母對孩子功課處理方法及態度；如何培養孩子的潛力、興趣及嗜好；並建立他們的自信心和克制力；環境對孩子的影響等。

除講授外更有小組討論，使學員有機會分享經驗。(限收三十名，在職父母得優先取錄)。

705. 兒童道德觀之發展與德育 (Moral Development of Children & Moral Education)

主 講 人：霍瑞次小姐。

地 點：香港大學校外課程部市區中心 21 室。

時 間：一九八二年二月十九日起每星期五下午六時至七時三十分。

全期學費：一百元。 (共十二講)。

對兒童加強德育的建議近來受到相當的重視，但在一個着重物質的社會中，如何有效地推行德育，有賴我們對兒童道德觀念之形成，和接受過程有所了解。

本課程旨在介紹西方學者對兒童道德觀發展過程之理論及其對德育的見解，內容包括：西方學者對道德的定義；四種有關兒童道德觀發展的理論；理性、感性與道德之關係；校內之德育輔導及在推行時可能遇到的困難等。歡迎在職教師及對德育有興趣之人士參加。

申請教育署退還學費手續：凡政府、補助或私立學校教師進修以上課程而欲教育署退還學費，可於接獲本部取錄函件及申請書後，連同學費收據向教育署申請。(如欲教育署退還學費者，須於二月九日前報名)。

See also :

- 464. **An Introduction to the Religion and Art of South-East Asia.** (Page 12)
- 467. **Christian Art in the West.** (Page 13)
- 580. **(Comparing Chinese, Indian and Japanese Philosophy-Religions.**
(Page 53)
- 684. 佛家大乘各宗要義(八)(第 82 頁)
- 685. 西洋哲學與中國(二)(第 83 頁)
- 686. 中國哲學(第 83 頁)

預早報名之重要

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

Political Science

Staff Tutors : Owen H. H. Wong, Telephone 5-4097309
John D. Young, Telephone 5-4097313

706. Third World Development. Michel John Chossudovsky, Ph.D. (North Carolina), Honorary Research Fellow, Centre of Asian Studies, University of Hong Kong. *Mondays, 6.10-7.40 p.m., starting February 8, 1982. Room 231, Knowles Building, University of Hong Kong. 7 meetings.* **Fee: \$80**

This course is intended to provide a general introduction to the economic, social and political problems facing today's developing countries. Political and economic change of South East Asia, China, Africa and Latin America will be outlined in a comparative perspective. Topics will focus on both political and economic dimensions of the development process and will include analysis of state development policies, industrialisation, trade and international relations, foreign investment, income distribution and employment.

707. 國際關係導論 (Introduction to International Relations)

主 講 人：梁掌球碩士、楊憲龍博士。

地 點：香港大學校外課程部市區中心 18 室。

時 間：一九八二年三月二日起每星期二下午六時廿分至七時五十分。

全期學費：九十五元。（共十講）。

本課程將從實用角度，對世界政局作初步介紹，以最基本形式，討論國際關係研究中的概念和名詞。講者會解釋何謂帝國主義、國家主義、平衡觀念之間的關係。本課程特別適合對世界問題有初步了解的人仕。

708. 了解中國政制 (Chinese Political Institutions)

主 講 人：黃慧心女士。

地 點：香港大學厲樹雄科學館 JL G01 室。

時 間：一九八二年三月廿三日起每星期二下午六時十分至七時四十分。

全期學費：九十元。（共八講）。

本課程將從政治學角度，對中國政制作一全面性介紹，以最基本的方式，簡明及有系統地評述這政制對中國社會及民生的一般影響，所包括內容將涉及經濟、軍事、教育、宗教及整個文化方面的問題，講者會解釋何謂「文革」，「毛澤東思想」和「又紅又專」與制度之間的關係。本課程特別適合欲對中國有更進一步認識的人士。

709. 中共三十年來的政治——毛澤東身後的中國 (Post-Mao China)

主 講 人：金思愷先生（香港大學亞洲研究中心高級研究員）。講授語言：國語。

地 點：香港大學校外課程部市區中心 15 室。

時 間：一九八二年二月二十七日起每星期六下午二時四十分至四時十分。

全期學費：九十元。（共十講）。

一九七六年九月毛澤東逝世，接着十月的「四人幫」倒台，給中國帶來極大的變化。鄧小平的復出，中國共產黨主席的由華國鋒易為胡耀邦，其工作重點由政治移轉到經濟方面，致力於四個現代化，這些變化影響深遠。講者將從中國傳統馬列主義綜合分析這種變化的成因及其趨向。

如 欲 收 到 下 期 課 程 手 冊 ，
請 翻 閱 第 118 頁 。

Science

Staff Tutor : D. R. Kemp, Telephone 5-4097310

710. Human Biology for Secondary School Teachers. *Thursdays, 6.30-8.30 p.m., starting March 4, 1982. Room 418, Knowles Building, University of Hong Kong. 10 meetings. Fee: \$120*

Tutors : T. T. Loh, M.Sc., Ph.D. (W. Aust.), Dip.Sc. (Chung Chi Coll.), Senior Lecturer in Physiology, University of Hong Kong.

S. F. Pang, B.Sc. (C.U.H.K.), M.A. (Calif.), Ph.D. (Pitt.),

P. W. F. Poon, B.Sc. (C.U.H.K.), M.Phil. (H.K.), Ph.D. (Indiana),

E. C. F. Tso, B.Sc., M.Sc. (H.K.), Ph.D. (Lond.),

T. M. Wong, B.Sc. (C.U.H.K.), M.Sc., Ph.D. (H.K.), Lecturers in Physiology, University of Hong Kong.

D. T. W. Yew, B.Sc. (C.U.H.K.), Ph.D. (Wayne State), Senior Lecturer in Anatomy, Chinese University of Hong Kong.

Secondary School teachers will be provided with a fundamental knowledge of the organization and functions of the human body to enable them to comprehend the functional mechanisms upon which human life depends. Basic physiological processes of the human body will also be discussed in relation to the treatment of ailments. This course is intended for those teachers interested in or preparing for teaching secondary school courses leading to the forthcoming Human Biology paper in the Hong Kong Certificate of Education Examination.

This course will cover the "Organization in the Human Body" and "Functions of the Human Body" sections of the new Human Biology syllabus. Particular attention will be paid to the following topics: basic plan of the human body, human skeleton and movable joints; nature of food, importance of balanced diet, digestion and absorption; mechanism of respiration, respiratory ailments; function of the cardio-vascular system, common cardio-vascular diseases; sensory and motor functions of the nervous system; homeostatic mechanisms including temperature regulation, hormonal coordination and osmoregulation; body defence, in particular immunity and liver detoxication; pregnancy and parental care, principles of birth control; growth and mental development, including social interaction. Discussion periods will be introduced in each session for questions and viewpoints raised by the audience.

Enrolment is limited to 40.

Fee Refund: on being accepted for this course, teachers of biology will be sent a full 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: February 22, 1982.*)

711. The Hong Kong Countryside. D. R. Kemp, B.Sc., Dip. Microbiology, M.Sc., Ph.D., M.I. Biol., Staff Tutor in Science, University of Hong Kong and W. J. Kyle, B.Sc., M.Sc., Ph.D., Lecturer in Geography, University of Hong Kong. *Thursdays, 6.15-7.45 p.m., starting February 4, 1982. Lecture Room 302, Northcote Science Building, University of Hong Kong. 10 meetings. Fee: \$140*

This course is designed to introduce the newcomer to the countryside of Hong Kong, but should also be of interest to teachers of Biology now that the Ecology of Hong Kong is generally included in teaching syllabuses. It will first deal with the climate and geography, followed by a fairly detailed consideration of the main local habitats including the following: grassland, scrubland, woodland, fresh water, mangroves and sea shore. The plants and animals dealt with, will be illustrated by colour slides and fresh specimens wherever possible. There will be two field visits, the cost of which is included in the course fee.

Fee Refund: on being accepted for this course, teachers of biology 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: January 22, 1982.*)

712. Man and Disease: an Introduction for Teachers of Human Biology. John L. Anderson, M.A. (Aberdeen), Lecturer in Community Medicine, University of Hong Kong, Stephanie J. Barnes, B.Pharm. (Notts), Ph.D. (London), M.I.Biol., F.I.M.L.S., Principal Lecturer in Biology, Hong Kong Polytechnic, Edward K. H. Kwong, B.A. (Berkeley), M.Phil. (London), A.B.P.S., A.H.K.P.S., Senior Lecturer in Psychology, Hong Kong Polytechnic, Teresa W. C. Leung, M.Sc. (London), F.I.M.L.S., Lecturer in Microbiology, Hong Kong Polytechnic, and a representative from the Environmental Protection Agency. *Mondays, 6.15-8.15 p.m., starting March 1, 1982. Room 23, Extra-Mural Town Centre, Wing On Centre, 8/F. 10 meetings. Fee: \$130*

This course is designed for biology teachers in Secondary Schools which plan to introduce the new Human Biology syllabus into the Form 4 and 5 curriculum in 1982. The course will primarily cover material included in the Man and Disease section of the syllabus, although some material will also be relevant to other sections of the syllabus. Topics covered will include the causes, prevention and treatment of disease; basic epidemiology and changing disease patterns in Hong Kong; and the roles played by medical, health care and environmental organisations in prevention and treatment of diseases.

Enrolment limited to 40 students.

Fee Refund: on being accepted for this course, teachers of biology will be sent a full 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: February 19, 1982.*)

3. Introduction to Gemstones & Gemmology. D. Healey, B.Sc., Ph.D., G.A. (Lond.), Lecturer in Physics, University of Hong Kong. *Fridays, 7.5-8.45 p.m., starting February 12, 1982. Room 227, Knowles Building, University of Hong Kong. 6 meetings.* **Fee: \$100**

A course designed for the interested layman. Emphasis will be placed on methods of distinguishing between natural and synthetic gems. Topics to be covered include: natural gems; description and origin. Crystal structure and physical properties. Hardness, refractive index, double refraction, specific gravity, dichroism, spectra, fluorescence. Production and properties of synthetic diamond imitation gems. New diamond simulants: YAG, GGG, Cubic Zirconia.

4. 實用寶石學 (Practical Gemmology)

講人：于淼博士（香港大學物理系講師，英國寶石學會院士、美國寶石學院鑽石文憑）。

地點：香港大學鈕魯詩樓 124 室。

時間：甲班：一九八二年二月十日起每星期三下午七時至九時。（共五講）

乙班：一九八二年二月十三日起每星期六下午三時至五時。（共五講）

丙班：一九八二年四月十五日起每星期四下午七時至九時。（共五講）

丁班：一九八二年四月十七日起每星期六下午三時至五時。（共五講）

費：一百七十五元（報名時請註明甲班、乙班、丙班或丁班）。

課程主旨在教授科學鑑定各類寶石、翡翠、珍珠之原理及方法、學習使用各種儀器及辨認珠寶質地之優劣。（每班限收十二名）

**In order to receive the next issue of this
Prospectus, please turn to page 118.**

Computer Science

Staff Tutor : Y. S. Chan, Telephone 5-4097313

715. Computerisation Made Simple. K. T. Lui, B.Sc. (Special) (H.K.), Tuesdays, 6.15-7.45 p.m., starting March 2, 1982. Room 418, Knowles Building, University of Hong Kong. 12 meetings. **Fee: \$130**

Computer involvement has become a commonplace in any system endeavour. This course aims at introducing students to the potential of computers, and to enable them to understand the basic functional parts of a computer. It shows computer users where the problems lie and what they can positively do to encourage success in computerisation of projects. In addition, fundamental knowledge of the power and limitation of the computer will be introduced.

This course assumes no prior technical knowledge of computers and leads participants through to a sophisticated appreciation of the purposes and methods for assessing the computer as an aid to the business enterprise, without losing sight of the need for simple and economic solutions. Frequent case histories will be used as illustrations.

Recommended Reading : Data Processing Made Simple by Susan Wooldridge.

716. Computer Applications: the Executive's Viewpoint. K. T. Lui, B.Sc. (Special) (H.K.) and Mark Y. H. Siu, B.Sc. (McGill). Mondays, 6.00-7.30 p.m., starting March 1, 1982. Room 25, Extra-Mural Town Centre, Wing On Centre, 8/F. 12 meetings. **Fee: \$130**

This course aims to identify and explore the application of computers in accounting, administration, finance, management and marketing. Data processing will be dealt with in a depth sufficient for understanding the usage of computers as would be experienced by an executive. Preferably students should have at least some experience in a large corporation, and should have an understanding of its administrative structure. Topics to be covered include:

What is a computer? Main types of hardware and software and their functions; a brief guide to computer jargon; case study: the configuration of a typical large computer user in Hong Kong.

The place of the computer in an organization. Computer people and their jobs; relationships between users and computer people; case study: the administrative structure of a large computer department in Hong Kong, and its place in the organization.

Problems with the computer. The communications gap: talking to computer people; design of reports and screens; case study: a large computer system that failed.

The user's role in systems analysis and design. Requesting an improvement in your system; helping with the design of new systems; definition of goals; anticipating problems; case study: improving an accounts receivable system.

7. Basic Principles of Computer Systems. F. T. Chan, B.Sc. (H.K.), Assistant Computer Officer, University of Hong Kong. *Wednesdays, 6.30-8.30 p.m., starting March 3, 1982. Room 230, Knowles Building, University of Hong Kong. 12 meetings.* **Fee: \$170**

This course aims to provide an explanation of how computer systems operate. It is designed for people who have no previous knowledge of computers and is especially suitable for people thinking of taking up data processing as a career, as well as those employees whose work involves contact with computer systems. It may be considered as a preliminary to the 'Certificate Course in Digital Computer Programming'.

The syllabus will include: the structure of a computer; input; storage; processing; control; output; data representation; binary arithmetic; algorithm; flowcharting; computer programming language; the nature of data processing systems, storage units; input/output units; method of processing.

18. Introduction to Data Processing. C. W. Liu, B.Sc. (H.K.). *Fridays, 3.30-8.30 p.m., starting March 5, 1982. Room LG2, Hui Oi Chow Science Building, University of Hong Kong. 10 meetings.* **Fee: \$170**

This course is intended for those whose work involves contact with computer systems and who wish to obtain a fundamental understanding of the principles and methods of electronic data processing. It will be helpful to those who are preparing to take Data Processing in IDP, accounting, business or management examinations. No previous knowledge of computers is necessary but applicants should have passed English and Mathematics in the Hong Kong Certificate of Education Examination or equivalent. It may be considered as a preliminary to the 'Certificate Course in Digital Computer Programming'.

The syllabus will include: overview of data processing development; punched-card data-processing; basic elements of a computer; information representation; data collection and organization; data storage; input/output devices; file updating, sorting and searching; direct access methods and random-processing; concepts of real-time, time-sharing and on-line systems; database management information systems; appreciation of programming languages; the role of the systems analyst and relationships between users and computer people.

Relevant case studies or examples will be introduced. Computer time will be provided for participants to obtain some experience in using computing facilities.

BASIC

719. *Lectures on Mondays, 6.30-8.30 p.m., starting March 22, 1982; Room 105, James Lee Science Building, University of Hong Kong. Computer Workshops on Wednesdays, either (a) 6.00-7.30 p.m., or (b) 7.30-9.00 p.m., starting April 7, 1982 (all students will attend the same lectures on Mondays and select one terminal workshop on Wednesdays); Room 218, Knowles Building, University of Hong Kong. 6 lecture meetings and 7 workshop meetings, twice weekly.*

720. Lectures on Mondays, 6.30–8.30 p.m., starting May 31, 1982; Room 105, James Lee Science Building, University of Hong Kong. Computer Workshops on Wednesdays, either (a) 6.00–7.30 p.m., or (b) 7.30–9.00 p.m., starting June 9, 1982 (all students will attend the same lectures on Mondays and select one terminal workshop on Wednesdays); Room 218, Knowles Building, University of Hong Kong. 6 lecture meetings and 7 workshop meetings, twice weekly.

721. Lectures on Mondays, 6.30–8.30 p.m., starting July 19, 1982; Room 105, James Lee Science Building, University of Hong Kong. Computer Workshops on Wednesdays, either (a) 6.00–7.30 p.m., or (b) 7.30–9.00 p.m., starting August 4, 1982 (all students will attend the same lectures on Mondays and select one terminal workshop on Wednesdays); Room 218, Knowles Building, University of Hong Kong. 6 lecture meetings and 7 workshop meetings, twice weekly.

Tutors: S. C. Chan, B.Sc. (H.K.) and H. Leung, B.Sc. (H.K.).

Fee: \$600 (including computer time).

These courses aim to provide a knowledge of the interactive mode of processing through the study of a popular programming language, BASIC, which is available in most mini-computers. They are particularly aimed at secondary school teachers because of the growing importance of microprocessors in science teaching. No computer knowledge is required, but students should have at least completed secondary school education. Use of the computer is included in the 7 workshop sessions.

The syllabus will include: basic concepts of computer systems; flowcharts; introduction to timesharing and computer programming in BASIC; elementary operations; arithmetic operations; branching and loops; subscripts and arrays; matrix operations; character strings manipulation; programming with data files; a selection of statistics and business problems.

Enrolment is limited to 20 for each course, with 10 attending each workshop.

Applicants must enclose photostat copies of appropriate certificates along with their application forms. Applicants should also indicate on their application forms the respective computer workshop they wish to attend.

Certificate Course in Digital Computer Programming.

722. Lectures on Tuesdays, 6.30–8.30 p.m., starting March 23, 1982; Room 223, Knowles Building, University of Hong Kong. Computer Workshops on Mondays, 6.30–10.00 p.m., starting April 19, 1982; Room 229, Knowles Building, University of Hong Kong. 25 lecture meetings and 25 workshop meetings, twice weekly.

723. Lectures on Tuesdays, 6.30–8.30 p.m., starting March 23, 1982; Room 223, Knowles Building, University of Hong Kong. Computer Workshops on Thursdays, 6.30–10.00 p.m., starting April 15, 1982; Room 229, Knowles Building, University of Hong Kong. 25 lecture meetings and 25 workshop meetings, twice weekly.

4. *Lectures on Tuesdays, 6.30–8.30 p.m., starting March 23, 1982; Room 223, Knowles Building, University of Hong Kong. Computer Workshops on Fridays, 3.0–10.00 p.m., starting April 16, 1982; Room 230, Knowles Building, University of Hong Kong. 25 lecture meetings and 25 workshop meetings, twice weekly.*

Tutors: T. Y. Chen, B.Sc., M.Phil. (H.K.), M.Sc. (Lond.), D.I.C., M.B.C.S., Lecturer in Computer Science, University of Hong Kong.

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

M. S. Luk, B.Sc. (Special) (H.K.), Computer Officer, University of Hong Kong. (Tutor-in-charge).

Fee: \$1,100 (including computer time).

These courses are designed for people with no previous knowledge of computer programming. They aim to provide a thorough grounding in programming technique and to train independent computer programmers. Preference will be given to applicants to whom the skills taught during the course will be of direct relevance. Those who are able to enclose a letter from their employers to this effect are advised to do so.

Minimum Entry Qualifications: Applicants should have 5 subjects including English and Mathematics at Grade E or above in the Hong Kong Certificate of Education Examination or equivalent. It is advantageous to the students if they have completed the Extra-Mural course, "Basic Principles of Computer Systems" or "Introduction to Data Processing". In addition, it is desirable that they have attended the Extra-Mural course in BASIC programming.

An examination will be conducted at the end of the course. The award of an extra-mural certificate is conditional on passing the written examination, completing the set projects and attending at least 75% of the lectures and computer workshops. Students are expected to do a certain amount of work in their own time and are advised not to take any other public examination in the same year.

Syllabus:

Introduction: concepts of computer systems; problem definition and problem solving technique; flowchart.

Fortran: data values and types; storage allocation; arrays and strings; expressions, assignment statements; control statements; subroutines and program structure; input/output; applications to scientific problems.

Cobol: overview of the COBOL language; features of identification division, environment division, data division and procedure division; conditions and conditional statements; table handling technique; file processing concepts; structured programming; typical commercial system using COBOL; case studies.

Projects: the organization, writing and running of projects on digital computers form an integral part of the course.

Ample computer time will be provided for problem exercises and projects.

Closing date for application: February 13, 1982.

Enrolment for each course is limited to 54 students.

Applicants must enclose photostat copies of appropriate certificates along with special application forms which are available on request from the Department.

725. Advanced Certificate Course in Digital Computer Programming. Lectures on Thursdays, 6.30-8.30 p.m., starting March 25, 1982; Computer Workshops on Tuesdays, 6.00-10.00 p.m., starting April 13, 1982. Room 230, Knowles Building, University of Hong Kong. 25 lecture meetings and 25 workshop meetings, twice weekly.

Tutors: T. Y. Chen, B.Sc., M.Phil. (H.K.), M.Sc. (Lond.), D.I.C., M.B.C.S., Lecturer in Computer Science, University of Hong Kong.
K. S. Kwok, B.Sc. (C.U.H.K.), M.Sc. (Eng.) (H.K.), Computer Officer, University of Hong Kong.
M. S. Luk, B.Sc. (Special) (H.K.), Computer Officer, University of Hong Kong.
W. H. Tang, B.Sc. (H.K.), Computer Officer, University of Hong Kong.
W. C. Ying, B.Sc. (Eng.) (H.K.), M.Sc. (Lond.), M.I.E.E.E., M.A.C.M., Senior Computer Officer, University of Hong Kong.

Fee: \$1,350 (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 might be required.

Minimum Entry Qualifications: applicants should have 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 examination, 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 time and are advised not to take any other public examination in the same year.

Syllabus:

Advanced Features of Cobol and Fortran: structured programming with Cobol; structured programming with Fortran; sequential and direct access; modular programs.

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

Programming Methodology: program style, design, efficiency, debugging and testing.

Features of PL/I, ALGOL and PASCAL.

Projects.

Ample computer time will be provided for exercises and projects.

Closing date for application: February 13, 1982

Enrolment is limited to 54 students.

Applicants must enclose photostat copies of appropriate certificates along with special application forms which are available on request from the Department.

726. Intermediate Computer Software. P. F. Tse, B.Sc. (H.K.), Assistant Computer Officer, University of Hong Kong. *Mondays, 6.30–8.30 p.m., starting March 8, 1982. Room 418, Knowles Building, University of Hong Kong. 10 meetings.* **Fee: \$150**

This course is a follow-up of the course, "Introduction to Computer Software". It aims at explaining concepts underlying contemporary system software as seen by end users. The syllabus will include: philosophy of software development utilities, e.g. editor, linkage editor, etc.; program testing; principles of the functional modules in operating systems. Fundamental ideas will be illustrated by practical examples.

Minimum Entry Qualifications: applicants should have preferably a basic knowledge of at least one high level programming language. Preference will be given to students who have completed the Extra-Mural courses entitled "Introduction to Computer Software" and "Fundamentals of Computer Systems and Data Processing", or equivalent.

Enrolment is limited to 40.

727. Introduction to Compiler Design. W. N. Yu, B.Sc. (H.K.), M.Sc. (Rennes), M.A.C.M., and H. Leung, B.Sc. (H.K.). *Lectures on Wednesdays and Fridays, 6.30–8.30 p.m., starting March 31, 1982; Room 418, Knowles Building, University of Hong Kong. Computer Workshops on Wednesdays, 9.00–10.00 p.m., starting April 14, 1982; Room 218, Knowles Building, University of Hong Kong. 14 lecture meetings and 12 workshop meetings.* **Fee: \$475**

This course aims to provide an introduction to the theory and practice of constructing translators for high-level programming languages. The syllabus will include: overview of compilers; finite automata and lexical analysis; syntactic analysis; code generation and table handling.

Minimum Entry Qualifications: applicants should have at least a pass in Advanced Level Pure Mathematics, or equivalent. Students should also have knowledge of PASCAL. Preference will be given to those applicants who have completed the Extra-Mural courses entitled "Advanced Certificate Course in Digital Computer Programming", "Fundamentals of Computer Systems and Data Processing" and "Introduction to Formal Languages and Automata", or equivalent.

Enrolment is limited to 20 persons.

BASIC (Day Time Courses)

A number of courses on the popular programming language, BASIC, which is available in most mini and micro-computers, will be offered in the summer of 1982. These courses aim to provide a training in the interactive mode of processing through the study of BASIC. They are also aimed at secondary school teachers because of the growing importance of microprocessors in science teaching. Use of the computer will be included in all meetings.

Those interested should write to Dr. Y. S. Chan, Department of Extra-Mural Studies, University of Hong Kong, before April 30, 1982. Further details are available on request.

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.

Biomedical Science

Staff Tutor : Y. S. Chan, *Telephone* 5-4097313

8. Electrical Safety, Fault-finding and Maintenance of Biomedical Electronic Equipment. *Mondays, 6.15-8.15 p.m., starting March 15, 1982. Room G4, James Lee Science Building, University of Hong Kong. 3 meetings.*

Fee: \$60

Tutors : L. S. Cornish, B.Sc. (Eng.) (Lond.), M.Phil. (H.K.), C.Eng., M.I.E.E., M.I.E.E.E., M.H.K.I.E., M.B.E.S., Electronics Engineer, Electronic Services Unit, University of Hong Kong.

S. H. Lau, C.E.I. (Lond.Pt.II), A.M.I.E.E., Assistant Electronics Engineer, Electronic Services Unit, University of Hong Kong.

The aims of this course are to help those working in the biomedical laboratory and patient care environments to (i) carry out simple fault-finding and maintenance procedures for biomedical electronic equipment and (ii) identify electrical hazards and prevent their occurrence or minimise their consequences.

Topics to be discussed will include: brief review of the principles of electricity; simple fault-finding and maintenance of electronic equipment; electrical supplies to equipment; protective devices and the maintenance responsibility of users; individual responsibility for electrical safety; treatment of electric shock; treatment of electric burns; mains cables, plugs, sockets and adaptors; fuses; earthing and double insulation; identification of electrical hazards in the biomedical laboratory and patient care areas; accident prevention; international biomedical electrical safety standards; study of the hazards associated with some specific electronic equipment in the biomedical laboratory and patient care areas, e.g. electrophoresis, diathermy and dialysis equipment.

729. Advanced Laboratory Techniques in Centrifugation, Atomic Absorption Spectrophotometry and Scintillation Counting. *Tuesdays, 6.00-7.30 p.m. (Lecture), 7.30-8.30 p.m. (demonstration when applicable), starting March 2, 1982. Lecture Theatre 1, 2/F., Li Shu Fan Building, Sassoan Road. 7 meetings.*

Fee: \$130

Tutors : S. K. Lee, B.Sc. (Hull), A.I.M.L.S., Scientific Officer (Medical), Tung Wah Group of Hospitals, Hong Kong.

R. Y. S. Wan, B.Sc. (C.U.H.K.), B.Sc. (Special), M.Phil. (H.K.).

S. Wu, B.Sc. (H.K.).

Y. G. Yeung, B.Sc., M.Phil. (H.K.), Lecturer in Biochemistry, University of Hong Kong.

The course will centre on the principle and application of the above techniques which are used in scientific and medical research. Topics to be discussed include: differential and density gradient centrifugation for the separation of cells,

subcellular components and macro-molecules, introduction to analytical centrifugation, atomic absorption spectrophotometric techniques, and scintillation counting technique.

Students are expected to have some science background at the high school or post-secondary level.

Enrolment is limited to 40.

730. 心臟與腸胃之生理結構及藥物治療 (Circulatory and Digestive System: Physiology and Treatment of Disorders)

主 講 人：黃德明博士（香港大學生理系講師）

潘偉豐博士（香港大學生理系講師）

黃澤霖博士（香港中文大學藥理系講師）

講授語言：粵語（輔以英語）。

地 點：香港大學校外課程部市區中心 25 室。

時 間：一九八二年三月八日起每星期一下午七時四十分至八時四十分。

全期學費：六十元。（共六講）。

本課程介紹人體血液循環系統及消化系統之結構，心臟的功能，脈搏與血壓的協調及食物的轉化與吸收。並會談及此類功能出現毛病時的藥物治療原理。

731. 常用藥物簡介 (Drugs in Common Use)

主 講 人：戴樹焯博士（香港大學藥理系高級講師）。

講授語言：粵語（輔以英語）。

地 點：香港大學鈕魯詩樓 418 室。

時 間：一九八二年三月二日起每星期二下午七時五十分至九時二十分。

全期學費：一百元。（共十講）。

隨着文明的進步，藥物已成爲我們生活的一部份；不但在生病時會服藥，就是在日常生活中亦不知不覺地服用了相當數量的藥物，如吸煙，飲酒，喝茶或咖啡等。此外，有些藥物更被大家所廣用，如止痛丸，退燒丸，胃藥，避孕丸及鎮靜劑等，往往爲家中常備。因此我們應具備這些普通藥物的知識，使能適當地應用它們及避免其所引起的副作用。

本課程將扼要地闡述一般常用藥物之作用，副作用，施用方法，及這些藥物在人體內吸收化學變化及排泄等程序。本課程適合任何對藥物有興趣的人士參加。

See also:

741. The Sociology of Medicine. (Page 110)

Medical Laboratory Science

Staff Tutor : W. S. Ng, Telephone 5-4097310

These are specialist courses on topics of current medical laboratory interest, in which particular attention will be paid to new techniques used in diagnostic laboratories. They are intended for post-Higher Certificate students in medical laboratory technology or medical laboratory scientists. The lectures are given by clinicians and scientists who are experts in their fields. Some courses will be supported by relevant illustrations or demonstrations.

732. Computer Applications in Clinical Laboratory Diagnosis. W. H. Tang, B.Sc. (H.K.), Computer Officer, Centre of Computer Studies and Applications, University of Hong Kong. *Wednesdays, 6.30-8.00 p.m., starting March 24, 1982. Room 501B, 5/F., New Pathology Building, Queen Mary Hospital Compound. 6 meetings.* **Fee: \$120**

With the increasing volume of specimens received by clinical laboratories, and in order to assist in the efficient handling of patients' records, containing information as to their disease symptoms and their clinical and laboratory data, there is an urgent need to computerize all this information. With the help of a modern computer, each specimen can then be dealt with in an efficient and logical manner. The use of computers will prove to be a money and man-power saver in the long term. The contents of this course will include discussion of basic computer concepts, a computer-assisted clinical laboratory information system and its relationship to a hospital patient records system, and future trends in the computerization of a laboratory system.

Enrolment is restricted to 25.

733. Advances in Protein Biochemistry. *Thursdays, 6.30-8.00 p.m., starting February 11, 1982. Lecture Theatre 1, Li Shu Fan Building, Sassoon Road, University of Hong Kong. 6 meetings.* **Fee: \$120**

Tutors : J. W. O. Tam, B.Sc. (C.U.H.K.), Ph.D. (Calif.), Senior Lecturer in Biochemistry, University of Hong Kong.

W. F. Fong, B.Sc. (C.U.H.K.), B.Sc. (Special) (H.K.), Ph.D. (Notre Dame), Lecturer in Biochemistry, University of Hong Kong.

T. M. Wong, B.Sc. (C.U.H.K.), M.Sc., Ph.D. (H.K.), Lecturer in Physiology, University of Hong Kong.

Proteins are macromolecular compounds, many are enzymes which participate in various metabolic pathways. The recent discoveries of certain small peptides e.g. opioid peptides, which serve as hormones and neurotransmitters further emphasize the importance of this group of biologically active substances in the regulation of body functions. The course deals with the structural and functional aspects of peptides and proteins, their characterization, amino acid sequencing, in vitro chemical synthesis of peptides and including one evening's demonstration on the use of the amino acid analyzer.

734. Clinical Chemistry. H. J. Lin, B.A. (Col.), M.Sc., D.Sc. (Harv.), Senior Hospital Biochemist, University of Hong Kong. *Two Tuesdays, May 11 and 18, 1982, 6.00–7.00 p.m. Lecture Theatre, Old Pathology Building, Queen Mary Hospital Compound.* **Fee: \$40**

Enzyme-linked immunoassays in clinical chemistry

This session will deal with enzyme-linked immunoassays of some drugs and hormones. The discussion will draw on personal experience with these assays, with comments on their advantages and disadvantages.

Clinical biochemistry: not a routine matter

This session explains the work of the clinical biochemist, the problems that arise in the laboratory and how they might be dealt with. It stresses the importance of technical skills, and covers a few interesting cases that came to light in the course of running a routine laboratory.

735. The APUD Cell System. *Two Wednesdays, March 3 and 10, 1982. 6.30–8.00 p.m. Room 501B, 5/F., New Pathology Building, Queen Mary Hospital Compound.* **Fee: \$40**

Tutors: P. E. Coode, M.B.Ch.B. (Birm.), M.R.C. Path., Lecturer in Pathology, University of Hong Kong.

K. N. Yau, F.I.M.L.S., Medical Technologist, Kwong Wah Hospital, Hong Kong.

The APUD cell system is a more recently described special endocrine system. In contrast to the classical endocrine organs, the APUD cells act only locally in their site of origin notably in regulation of gastrointestinal functions. These sessions introduce the APUD cell system with discussion of their physiological and pathological significance. One session will be devoted to the various laboratory techniques used in the demonstration of APUD cells and tumours of APUD cells (apudomas).

Enrolment is restricted to 20.

736. Practical Blood Banking. *Wednesdays, 6.00–7.00 p.m. (lecture), 7.00–9.00 p.m. (demonstration when applicable), starting February 10, 1982. Room 501B, 5/F., New Pathology Building, Queen Mary Hospital Compound. 3 meetings.*

Fee: \$100

Tutors: Dr. Susan Leong, Medical Director of the Hong Kong Red Cross Blood Transfusion Service.

S. K. Lee, F.I.M.L.S., Laboratory Supervisor of the Hong Kong Red Cross Blood Transfusion Service.

This short course is intended to provide workers in hospital blood banks with an up-to-date knowledge of essential procedures and techniques employed in the acquisition of compatible blood and blood components for transfusion. Topics to be discussed include blood groups of clinical importance, basic methodologies in blood grouping and cross-matching, blood storage and documentation, as well as preparation and uses of components. Lectures will be followed by practical demonstrations.

Enrolment is restricted to 20.

Health Science

Staff Tutor : Mrs. Priscilla Tso, *Telephone* 5-4097303

37. 嬰兒的護理 (The First Two Years of Life)

主 講 人：由香港兒科醫學會會員擔任。

地 點：香港大學校外課程部市區中心 14 室。

時 間：一九八二年二月二十六日起每星期五下午八時至九時三十分。

全期學費：八十元。（共十講）。

本課程旨在向家長及兒童護理工作者介紹幼兒的一般衛生醫學常識。內容包括兩歲以下兒童的生長、發育、營養和疾病的預防護理等問題。

738. 人體骨骼之認識及護理 (Health of the Musculo-skeletal System)

主 講 人：由香港骨科醫學會會員擔任。

地 點：香港大學校外課程部市區中心 21 室。

時 間：一九八二年二月十二日起每星期五下午八時至九時三十分。

全期學費：八十元。（共十講）。

本課程要旨在推廣各界人士對人體骨骼構造與關節機能的基本常識及其保健方法。課程並介紹骨病種類，骨病根源及其治理原則。

See also :

730. 心臟與腸胃之生理結構及藥物治療（第 106 頁）

731. 常用藥物簡介（第 106 頁）

如 欲 收 到 下 期 課 程 手 冊 ，
請 翻 閱 第 118 頁 。

Social Work & Sociology

Staff Tutor : H. K. Wong, *Telephone* 5-4097311

739. Preparing Teachers for Moral Education in Secondary Schools. Peter M. Whyte, Dean of Students, University of Hong Kong. *Wednesdays, 6.15-8.15 p.m., starting February 17, 1982. Room 201, University Main Building. 10 meetings.* **Fee: \$135**

A lecture/discussion series exploring the manner of communication, of reception and of understanding which is likely to facilitate the implementing of the Moral Education programme. Particular attention will be paid to the nature of Leadership, the use of groups both within and without the classroom and the relationship of a student's developmental stage to his response to training. There will also be discussion of the ways in which the teacher's own value system may be integrated into the programme.

740. Explorations in Counselling. David McCormick, B.Soc. Sc. (U.C.), M.Div., Ph.D. (Southwestern Theological Seminary). *Wednesdays, 7.45-9.15 p.m., starting February 17, 1982. Room 16, Extra-Mural Town Centre, Wing On Centre, 8/F. 9 meetings.* **Fee: \$95**

This is a foundation course aimed at those who may wish or must by nature of their job do some counselling but are not skilled enough to proceed effectively.

The course will be in three parts. The first part deals with the person as counsellor. Topics will include the attributes of a good counsellor, authenticity, and responsibility in varying forms. The second part deals with the counsellee and the goals of counselling in general. The third part deals with the context of counselling. It will examine what happens within the counselling situation and matters such as initiating counselling, creative listening, listening as dialogue, catharsis, and growth.

741. The Sociology of Medicine. John L. Anderson, M.A. (Aberd.), Lecturer in Medical Sociology, University of Hong Kong. *Mondays, 6.15-8.15 p.m., starting February 15, 1982. Room 142, University Main Building. 10 meetings.* **Fee: \$130**

The aim of this course is to provide a greater understanding of the social aspects of health, illness and medical care. The course is ideally suited for anyone involved in medical and health care and for interested lay persons. Recent research results suggest that non-physical aspects of disease are becoming increasingly more important. Also, the medical profession has been criticised for practising without reference to the needs of the population it serves. Such topics form the basis for a fascinating study of medicine from a totally different perspective.

The course will cover the following: the contribution of non-physical factors to the disease process; social definitions of illness; illness behaviour; doctor-patient relationships and communication; the medical profession; the politics and organisation of health care. The usual format will be a lecture interspersed with discussion periods. Films will be used to illustrate particular points.

2. 防止虐待兒童——幼兒工作者的角色 (Child Abuse and Neglect—the Role of Child Care Workers)

講人：劉伍可兒女士、吳燕平女士、袁佩儀女士、鄭鍾幼齡女士、防止虐待兒童行動組代表、兒科醫生、律師及其他專業人士。

點：香港大學校本部 142 室。

間：一九八二年二月十三日起每星期六上午九時三十分至十一時三十分。

期學費：九十五元。（共八講）。

虐待兒童問題現今已深受很多國家及社會的關注。在香港，不少專業人士亦開始對此問題作出研究。而幼兒工作者在防止虐待兒童方面所擔當的職位尤其重要，透過他們日常工作上的接觸，能預早發現被虐兒童及了解其家庭狀況，協助解決他們的問題。

本課程特為幼兒工作者而設。主要介紹一些虐兒基本概念及理論，其成因及影響，並會探討本港虐兒情況，指導如何發掘虐兒個案，解釋被虐兒童的特徵及處理方法等。課程將着重實際行動方面，以幼兒工作者在整個探索及應付虐兒事件過程中所扮演的角色為中心。

本課程祇接受任職於幼兒中心或幼稚園的人士參加，故報名時，請填上工作機構的名稱。（限收二十人）。

本課程由防止虐待兒童行動組贊助。

743. 兒童照顧與輔助方法 (Helping Methods in Childcare)

主講人：沈啟明先生。

地點：香港大學校外課程部市區中心 16 室。

時間：一九八二年二月十五日起每星期一下午七時四十五分至九時十五分。

全期學費：一百元。（共十講）。

本課程特為兒童護理工作者，幼稚園及小學教師而設，旨在介紹分析兒童行為之基本理論架構，及對各種輔助兒童方法作一綜合導論。內容包括「遊戲治療」及遊戲的運用，對兒童的心理輔導，繪畫及故事的運用，行為更易法簡介，兒童問題之預防方法及家長訓練。課程除短講外並包括小組討論及角色扮演等。

申請教育署退還學費手續：凡政府、補助或私立學校之小學及幼稚園教師進修以上課程而欲教育署退還學費，可於接獲本部取錄函件及申請書後，連同學費收據向教育署申請。（如欲教育署退還學費者，須於二月五日前報名）。

744. 兒童院家長之工作

(Houseparent and Institutional Care for Children)

主 講 人：林君一先生。

地 點：香港大學校外課程部市區中心 16 室。

時 間：一九八二年二月十九日起每星期五上午十時三十分至下午十二時十五分。

全期學費：九十元。（共七講）。

兒童院家長在工作上雖然得到各方面的幫助，但面對一羣來自不同背景的兒童，很多時仍有徬徨、孤單及困悶的感覺。同時，兒童院家長工作之價值，很多時被其他有關人仕或兒童院家長本身所低估。

本課程旨在導引兒童院家長覺察其角色之重要及對其受照顧的兒童影響之深遠，並提高彼等注意對何時需要徵募其他專業人仕給予支持性的服務，如社會工作者，心理學者及醫務人員等。本課程並簡單介紹此等專業人員的工作，特別着重社會工作者與兒童院家長在工作關係上所扮演的角色，蓋因此處容易產生很多誤解與差錯的概念，引致對兒童的照顧有損。

本課程有異於慣常的上課形式，將以小組討論為基礎，而並非一連串授課者對學生的演講，故參加本課程的學員將會被要求提供其在工作上所遇到的實例，希望透過以討論為主、角色扮演、有關參考資料的介紹、問卷及短講等活動，從而達到啟迪兒童院家長對自己所扮演的角色及對可能協助其工作的資源之運用有更進一步之認識。

本課程特別為兒童院家長而設，經驗年資不拘，因為不同的經驗更能刺激良佳的討論。課程完結時，如大部份學員有興趣，將安排參觀及探訪二、三間兒童院。（限收十七人）。（本課程由聖基道兒童院贊助）。

745. 現代管理概念與社會服務之管理 (Modern Management Concepts and the Management of Social Services)

主 講 人：黃祐怡先生（香港大學管理學系講師）。

地 點：香港大學厲樹雄科學館 G4 室。

時 間：一九八二年三月四日起每星期四下午七時十五分至八時四十五分。

全期學費：一百元。（共十講）。

本課程旨在對社會服務之行政人員介紹現代管理概念與方法，使該等行政人員能更有效率地運用其所有之人力，物力和社會資源。

課程內容包括現代管理與人事管理概念，激勵方法，組織內之領袖方法，行為決策理論，內部溝通，資料整存和運用，社會環境對組織之影響，計劃，組織結構之設計和管理控制。

歡迎任職於各社會服務機構之中、上級行政員及負有行政任務之社會工作者參加。

746. 社會工作導論 (Introduction to Social Work)

主 講 人：陳碧苑小姐。

地 點：香港大學校外課程部市區中心 16 室。

時 間：一九八二年二月十八日起每星期四下午六時至七時三十分。

全期學費：一百元。（共十講）。

本課程特別為有志於從事社會工作之各界人仕，及社工界之義務工作者而設。內容深入淺出，詳盡介紹社會工作之理論與實務，使參加者對社會工作有基本之認識及瞭解。

授課方式以講解為主，並歡迎參加者提出問題及實際經驗討論。課程大綱包括：社會工作之歷史、原則、價值及目標；社會工作者之職責及所扮演的角色；個案工作、小組工作、及社區發展等方法；如何與受助者溝通及建立關係；輔導服務的取向、架構、及程序；社會工作之最新趨勢等。

747. 學校社會工作導論 (An Introduction to School Social Work)

主 講 人：梁麗珍女士。

地 點：香港大學校外課程部市區中心 16 室。

時 間：一九八二年二月十八日起每星期四下午七時四十分至九時十分。

全期學費：一百元。（共十講）。

自一九七一年以來，學校社會工作漸漸發展起來，頗受社會人仕及教育工作者所關注；「香港社會福利白皮書」決議香港將全面性提供學校社會工作及學生輔導工作。本課程專為教師、學校行政人員及準學生輔導員而設，旨在探討並介紹學校社會工作目前之發展情況，社會工作者在學校與師生之關係，工作方法和貢獻。

課程包括學校社會工作之目的、方式及發展趨向；目前香港社工的發展；學校辦社工之條件和方法；社工人員、教師、行政人員、家長及其他專業人員之間的關係；教師與社工人員之分工與合作；就學青少年的發展過程、需要及常遇之難題；個案之研究；在學校中如何運用社會工作方法——包括個人、小組及社區的工作形式，技巧及社會資源的運用等。除講授外，並輔以幻燈片介紹，小組討論及角色示範等。

申請教署退還學費手續：凡政府、補助或私立學校之中學教師進修以上課程而欲教育署退還學費，可於接獲本部取錄函件及申請書後，連同學費收據向教育署申請。（如欲教育署退還學費者，須於二月八日前報名）。

748. 了解青少年與性問題 (Understanding Sexuality and Youth)

主 講 人：曾家達先生（臨牀心理學家）。

地 點：香港大學校外課程部市區中心 16 室。

時 間：一九八二年二月十五日起每星期一下午六時至七時三十分。

全期學費：一百元。（共十講）

本課程專為青少年輔導工作者、外展工作者、學校社會工作者及中學教師等而設。

課程內容包括從人類之基本需要及人性等角度了解性問題的本質，探討青少年人對本身性的需要及與性有關之行爲；嘗試尋求更實際之途徑去幫助青少年管理本身之性需要及行爲，並檢討及反省性行爲規範及道德觀念之影響及發展，從而提出一個更切合現實需要之性教育方法，以協助青少年人對性建立更健康的態度和行爲。

除講授外，更着重小組討論及分享。

750. 適用於青少年工作之人際關係練習及輔導技巧 (Application of Structured Human Relations Experience in Youth Work)

主 講 人：曾慶寧先生。

地 點：香港大學校外課程部市區中心 21 室。

時 間：一九八二年二月十三日起每星期六下午二時至五時三十分。

全期學費：二百元。（共八講）。

隨着社會的急劇轉變，墨守成規及被動性的青少年工作程序及訓練方式，已不再適用於八零年代的青少年工作；而經過嘗試而證明有顯著成效的人際關係訓練及輔導訓練被採用於青少年領袖訓練、小組工作、小組輔導工作以至教學工作中，以協助青少年的全面發展及成長。

本課程是特別為具有興趣於青少年工作之在學、在職以至教學工作者而設，目的是幫助學員認識及活用人際關係練習及輔導技巧。希望於課程完畢後，學員能對其工作環境及對象有進一步了解，進而能獨立思考設計適合其工作環境及對象的練習；並幫助青少年認識及發揮其內在潛能。

此課程以實驗性小組形式上課，並要求學員繳交小量功課。各學員之收益，將與其參予之積極性，開放之態度及出席率有極大之關係。（限收十六人）

申請教署退還半費手續：凡政府、補助或私立學校教師進修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，連同學費收據向教育署申請。（如欲教育署退還半費者，須於二月三日前報名）。

751. 人際關係及輔導技巧於教學工作上的應用 (Youth Counselling in the Classroom: an expanded role of teachers)

主 講 人：鄺偉文先生。

地 點：香港洛克道三號小童群益會總部三樓講室。

時 間：一九八二年三月六日起每星期六下午二時三十分至四時三十分。

全期學費：一百元。（共十講）。

教學工作除涉及知識及學能的傳授外，亦擔負輔導學生的任務，現存教育制度存在的種種問題，形成學生的學習及情緒上的壓力加重教師於教學過程中負起的輔導工作。

此課程專為中學教師而設，旨在訓練教師於教學中應用人際關係及輔導的基本概念與技巧以協助學生解決學習及成長上的困難，課程內容分理論與概念和技巧訓練兩部份，尤重後者，授課形式以學員的學習經驗為主導，並側重技巧訓練的學習活動。（限收二十二人）。

（本課程由小童群益會贊助）。

申請教署退還學費手續：凡政府、補助或私立學校之中學教師進修以上課程而欲教育署退還學費，可於接獲本部取錄函件及申請書後，連同學費收據向教育署申請。（如欲教育署退還學費者，須於二月二十四日前報名）。

752. 基礎青少年小組工作 (Introduction to Group Work for Youth Workers)

主 講 人：袁燕紅女士。

地 點：香港大學校外課程部市區中心 16 室。

時 間：一九八二年二月十九日起每星期五下午七時至九時。

全期學費：一百四十元。（共十講）。

小組工作是青少年工作中最常見的一種社會工作方法，但究竟什麼是小組工作？時下青少年的心態，需要又是什麼？作為青少年工作者所負的使命為何？在不同的場合中，如青少年中心、學校、住院服務，怎樣有效地運用小組工作？

本課程專為現職而未有正式訓練之青少年工作者及教師而設。旨在提供有關小組工作之基本理論及概念，並協助學員了解小組裏常見的現象，加以分析，從而探討帶領小組的技巧。

課程內容包括：香港青少年工作之發展；時下青少年心態剖析；青少年小組工作之使命；小組工作基本概念、定義、功能及類別；小組發展歷程；小組動力；組員關係；領袖及領袖才；小組常見之問題之診斷及解決方法；小組之內聚力及分歧；程序設計；小組工作之評估；不同場合中小組工作之應用。

除基本理論外，課程包括小組案例的研究，並以遊戲、角色扮演、小組討論等方式進行；故學員除必須連貫性地準時上課外，並自發地踴躍參加討論。（限收十八人）。

753. 與義工工作——人力資源的協調 (Management of Volunteer Programmes)

主 講 人：張王小城女士及義務工作發展局訓練部人員。

地 點：香港灣仔軒尼詩道 15 號溫莎公爵社會服務大廈 209 室。

時 間：一九八二年二月二十日起每星期六上午九時三十分至下午十二時三十分。

全期學費：一百二十元。（共七講）。

義務工作人員是社區建設中不可或缺的人力資源。他們獻出愛心、時間及力量，本着互助互愛的精神共同改善社區，建設社區。對於從事社會服務的同工，他們當然不會對義工感到陌生，但如何運用義工這龐大的人力資源，配合機構的服務與方針，向社區提供更好的服務却非一件容易的事。

究竟怎樣才能有效地任用義工，使之發揮最大效能？任用義工之方法和程序如何？如何招募合適的義工參與機構的服務，而又能維繫他們服務的熱誠與興趣？怎樣訓練和督導義工？怎樣將義工納入機構現存的組織架構內？誰該負責協調機構內義工的工作？這課程將對上述問題提出實際的建議。除此之外，更會有系統地介紹義務工作在香港發展的特色及新穎的先導性服務計劃。

本課程專為機構內義工調協員而設。上課形式除講授外，更有小組討論及研習，藉以分享各同工在任用義工時的心得與經驗，輔以模擬練習、習作、幻燈片等，務求營造良好的學習氣氛，提高學習情緒，共同為學習目標而努力。

（本課程由義務工作發展局贊助）

754. 社會工作人員與有關家庭的法例 (Family Law & the Social Worker)

主 講 人：陳爵先生。

地 點：香港灣仔軒尼詩道 15 號溫莎公爵社會服務大廈 207 室。

時 間：一九八二年二月十六日起每星期二下午六時十五分至七時四十五分。

全期學費：七十元。（共五講）。

本課程專為社會工作人員而設，旨在闡述香港有關家庭的法例，如婚姻法、離婚法、和收養兒女法等；並討論分居及離婚所引起的財產問題，子女問題，和其他經濟問題等。

本課程並介紹香港現存的各種法律援助及諮詢計劃，及社會工作者如何能充份利用此等資源以協助其工作對象。歡迎學員提出在工作上所遇到有關這方面的問題以作討論。

755. 犯罪學專題研討：青少年犯罪 (Topical Studies in Criminology)

主 講 人：葉永茂先生。

地 點：香港大學校外課程部市區中心 16 室。

時 間：一九八二年二月十七日起每星期三下午六時至七時三十分。

全期學費：九十元。 (共九講)。

本課程檢討青少年犯罪的成因、種類，並闡明青少年犯罪與心理、生理、及社會文化背景之關係；將着重討論預測，預防及各種處理法方。課程特別適合教師、社會工作者、感化工作者、監務及警務人員；學員應具備基本社會學及心理學知識。

申請教署退還半費手續：凡政府、補助或私立學校教師進修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，連同學費收據向教育署申請。(如欲教育署退還半費者，須於二月七日前報名)。

See also:

593. Law for Social Workers. (Page 59)

太 古 城 校 外 課 程

- 590. 廣告設計實用技巧
- 602. 中級音樂知識
- 631. 基本普通話
- 632. 基本普通話
- 642. 中級普通話
- 656. 初級日語
- 665. 中級日語
- 693. 書法藝術與生活情趣
- 694. 國畫的人物走獸與題字

1982-1983 Extra Mural Prospectus

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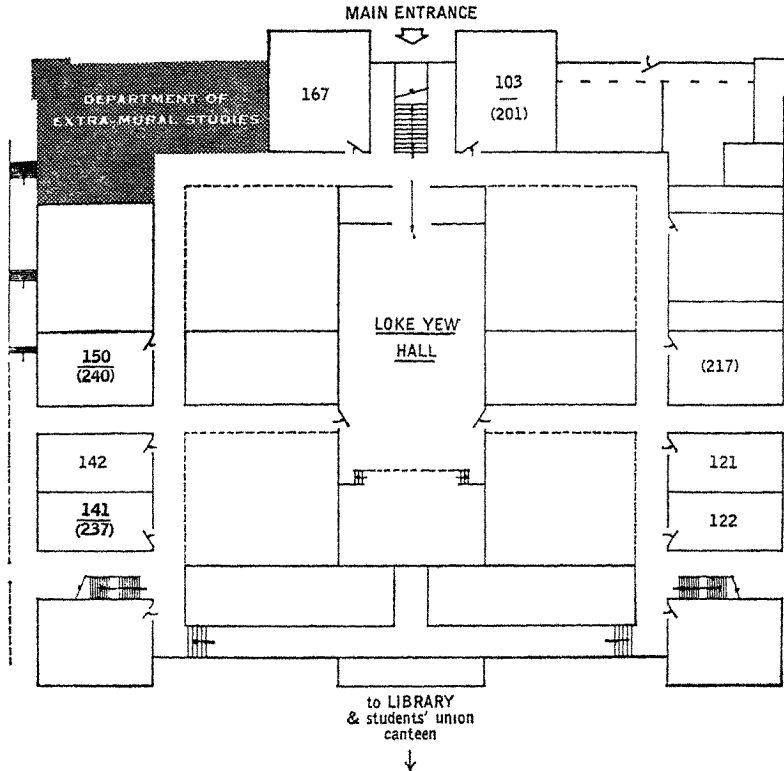
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GROUND PLAN OF UNIVERSITY OF HONG KONG MAIN BUILDING

showing location of rooms used for extra mural courses. Please see inside of front cover for University general layout.



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Extra Mural Studies

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