

香港大學校外課程手冊

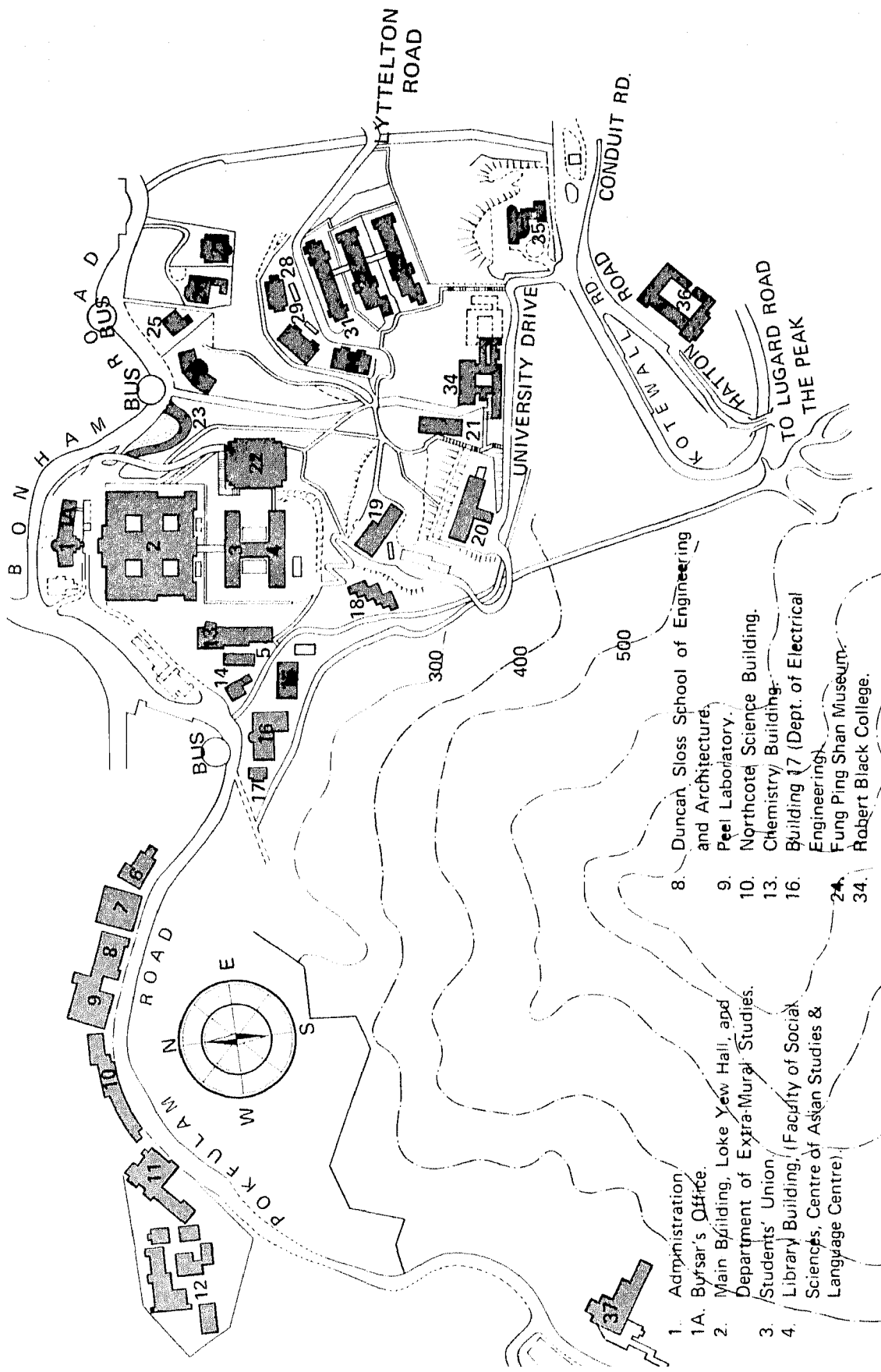
一九七一至一九七二

PROSPECTUS 1971-72



Extra Mural Studies

University of Hong Kong



- 1. Administration
- 1A. Byrser's Office.
- 2. Main Building, Loke Yew Hall, and Department of Extra-Mural Studies.
- 3. Students' Union
- 4. Library Building, (Faculty of Social Sciences, Centre of Asian Studies & Language Centre)
- 8. Duncan Sloss School of Engineering and Architecture.
- 9. Peel Laboratory.
- 10. Northcote Science Building.
- 13. Chemistry Building.
- 16. Building 17 (Dept. of Electrical Engineering).
- 24. Fung Ping Shan Museum.
- 34. Robert Black College.

UNIVERSITY OF HONG KONG GENERAL LAYOUT

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

University of Hong Kong



Extra Mural Studies



STAFF

Director

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

Senior Staff Tutor

K.N. Vaid, B.Sc.(Punjab), M.A.(Delhi),
Dip.S.W.P.(The Hague)

Assistant to the Director

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

Staff Tutors

C.K. Leung, M.A.(H.K.)

Jon A. Prescott, B.Arch., M.C.D.(Liv.),
A.R.I.B.A., A.M.T.P.I.

D.J.H. Macintosh, M.A.(Cantab.),
P.G.C.E.(Lond.)

T.W. Casey, B.A.(Nottingham)

Keith Sayer, B.Sc.(Manchester)

Secretary

Mrs. Yvonne Wong

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.

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. 5 or above. (After the typhoon passes, if the No. 5 signal is lowered before 3 p.m., classes will take place as normal. If the signal is lowered after 3 p.m., classes will be cancelled that evening.)
 - c) during the following holiday periods:- Dec. 22, 1971 to Jan. 2, 1972 inclusive (Christmas & New Year)
February 14-20, 1972 inclusive (Lunar New Year)
4. Fees are not refundable once the course has commenced.
5. Certificates of Attendance are issued, on payment of 50 cents, to those who have attended not less than two-thirds of a course of at least 20 meetings in duration.
6. Closing date for enrolment: one week before the starting date of a course. Late enrolments may not be accepted.
7. For enquiries, please ring either H-468161 Ext. 307 or 308, or H-456451, during office hours.

HOW TO ENROL

8. Complete the attached enrolment form and mail it to the Director, Department of Extra-Mural Studies, University of Hong Kong. Forms are also available on request. To ensure that a class can take place, the Department would appreciate early enrolment by applicants.
9. You should send your application form together with the appropriate fee either in the form of a postal order, money order or crossed cheque made out in favour of the UNIVERSITY OF HONG KONG.
10. You will be notified if you are not admitted because of over-subscription or other reasons. **THE DEPARTMENT WILL NOT NOTIFY SUCCESSFUL APPLICANTS WHO ARE EXPECTED TO ATTEND THE FIRST MEETING OF THE CLASS AT THE PLACE AND TIME ADVERTISED.**
11. Applicants can also enrol in person at the following places:-
 - i) Department of Extra-Mural Studies, University of Hong Kong, University Main Building, Ground Floor, Pokfulam Road, Hong Kong. (during office hours) (Buses Nos. 3, 4, 7, 23). Tel: H-468161 Ext. 307 or 308.
 - ii) Extra-Mural Town Centre, Universal House, 11th Floor, 151 Des Voeux Road Central, Hong Kong. Tel: H-456451 (entrance from Gilman Street). (From 10 a.m. to 8 p.m.)

入學須知

1. 除特別規定學歷之課程外，其他課程，祇需要年齡超過十八歲者，不限資格，均可申請入學。學員應詳閱課程簡介。
2. 學員被取錄與否概由校外課程部主任審核報名申請書後決定之。
3. 除特殊情形外，本部在下列期間不授課：
甲：本港公眾假期。
乙：本港天文臺懸掛五號或以上風球之後。（颱風過後，如五號或以上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，則當晚課程全部取消。）
丙：聖誕節及新年假期：一九七一年十二月廿二日至一九七二年一月二日
丁：農曆新年假期：一九七二年二月十四日至二十日。
4. 課程開始後，學費通常不能退回。
5. 凡課程在廿講以上而學員上課次數超過三分之二者，得向本部繳費五角後申請發給聽講證書。
6. 學員應於開課一星期前報名，過期報名可能不被接受。又任何課程額滿後，即隨時截止報名，故學員應儘早報名。
7. 本部詢問電話：H-468161（內線307或308）或H-456451。
8. 填妥附於本手冊之報名申請書後，逕寄香港大學校外課程部主任收。申請書可隨時向本部索取。
9. 繳費可用支票，銀行本票，或郵政滙票，以「香港大學」名義抬頭，並加橫線，連同申請書逕寄港大校外課程部主任收。如用現金則請至本部繳納。
10. 如申請人已獲取錄，本部不再通知，可依時上課。如未獲取錄，則另函通知。
11. 申請人亦可親往下列地點報名：
甲、薄扶林道香港大學校外課程部（辦公時間內）。
電話：H-468161（內線307或308）
乙：香港德輔道中一百五十一號環球大廈十二樓（入口在機利文街）校外課程部市區中心。電話：H-456451（上午十時正至下午八時正）

報名手續

Contents



	Page
ARCHAEOLOGY	8
ARCHITECTURE & BUILDING SCIENCE	9
Architecture	
Building Science Planning	
Planning	
ART & DESIGN	11
Fundamentals of Art & Design	
Interior Design	
Appreciation	
Practical Painting; Printmaking; Drawing	
ECONOMICS, COMMENCE, MANAGEMENT	19
Economics & Statistics	
Accountancy	
Commerce	
Chartered Institute of Secretaries	
Management	
EXECUTIVE DEVELOPMENT	29
Personnel Management	
Hospital Administration	
Social Welfare Administration	
EDUCATION	32
ENGINEERING	34
Electrical Energy & Electromagnetic Fields & Circuits	
Industrial, Air-Conditioning, & Television Engineering	
Fundamentals of Digital Computers	
Transistor Electronics	
ENGLISH STUDIES	41
Use of English	
Spoken English	
English Speech	
English for Teachers	
Critical Appreciation	
EUROPEAN LANGUAGES & LITERATURE	49
GEOGRAPHY & GEOLOGY	50
HISTORY	53
HOUSING MANAGEMENT	54
LAW	55
LIBRARIANSHIP	59
MATHEMATICS	61
ORIENTAL LANGUAGES & STUDIES	63
Mandarin, Cantonese, & Japanese	
Oriental Studies	
PHILOSOPHY & PSYCHOLOGY	69
POLITICAL SCIENCE	71
PUBLIC LECTURE	75
STUDY TOURS	76

INDEX TO CERTIFICATE COURSES

	Page
AIR-CONDITIONING ENGINEERING	37
ART & DESIGN, FUNDAMENTALS OF.....	11
DIGITAL COMPUTERS, FUNDAMENTALS OF	39
ENGLISH, USE OF	41
HOSPITAL ADMINISTRATION	30
HOUSING MANAGEMENT	54
INDUSTRIAL ENGINEERING	36
INTERIOR DESIGN	13
LIBRARIANSHIP	59
PERSONNEL MANAGEMENT	29
SOCIAL WELFARE ADMINISTRATION.....	31
TELEVISION ENGINEERING	38
TRANSISTOR ELECTRONICS, APPLIED	40

SPECIAL TRAINING COURSES

The Department welcomes enquiries and requests from business organizations, government, voluntary bodies or private institutions for specially designed training courses whether pre-service, in-service or up-grading, to meet their specific training needs.

Archaeology

Staff Tutor in Charge: Jon A. Prescott, B. Arch., M.C.D.(Liv.), A.R.I.B.A., A.M.T.P.I.
Telephone No.: H-456430

- 19** **AN INTRODUCTION TO ARCHAEOLOGY** S.M. Bard, M.B.,B.S.(HK), Hong Kong Archaeology Society. *Tuesdays, 6.00-8.00 p.m., starting September 28, 1971. Extra-Mural Town Centre. 7 meetings plus 2 museum visits. Fee: \$80*

Instruction will cover the fossil record of early man and the general field of prehistory, archaeological techniques and questions of chronology in relation to tools and pottery.

There will be an introductory study of method and techniques in archaeology and the talks will be illustrated by exhibits and slides. There will be two field trips, the costs of which are not included in the fee.

Enrolment is limited to 30 persons.

- 20** **ARCHAEOLOGY IN HONG KONG** James C.Y. Watt, M.A.(Oxon), and S.M. Bard, M.B., B.S.(HK), Hong Kong Archaeology Society. *Tuesdays, 6.00-8.00 p.m., starting November 16, 1971. Extra-Mural Town Centre. 3 meetings plus 3 weekend digs. Fee: \$80*

Mr. Watt will discuss the various theories propounded by early Hong Kong Archaeologists, Father Finn, Schofield and Father Maglioni and relate these to the discussion of latest finds and attitudes.

Students will be encouraged to participate in the current dig being conducted by the Hong Kong Archaeological Society on Lamma Island at Sam Wan, over 3 weekends (Saturdays and Sundays all day) (November 13th/14th, 20th/21st and 27th/28th) The Sam Wan site promises to be as important as that found by Father Finn at Tai Wan. It has a great abundance of finds of different periods and unique in the development of Hong Kong archaeology is the fact that the site is undisturbed offering good stratification giving relative chronology of finds for the first time.

The fee does not include additional expenses in connexion with attendance at the digs and full details of these will be given during the lectures.

Enrolment is limited to 30 persons, and preference will be given to those who have taken course 19 above.

Architecture & Building Science

Staff Tutor in Charge: Jon A. Prescott, B.Arch., M.C.D.(Liv.), A.R.I.B.A., A.M.T.P.I.
Telephone No.: H-456430

The programme of Seminars for Architectural Studies and short courses in Building Technology is presented in joint sponsorship with the Hong Kong Society of Architects, an allied Society of the Royal Institute of British Architects, London.

EDUCATION FOR METRICATION/THE IMPLICATIONS IN THE FIELD OF BUILDING Chairman: Michael G. Munday, M.Sc.(Infor. Sci.) Dip Arch., A.R.I.B.A.
Wednesday, 10.00 a.m.- 4.00 p.m. October 13, 1971. Extra-Mural Town Centre.
Fee: \$40

21

The decision of Hong Kong to adopt the metric system is timely. This Seminar will seek to explore the extent of the change which will result in practices within the Architectural, Engineering and Building fields. Discussion will centre on the practical aspects of different methods of 'education for the change' at different administrative and professional levels, following expression of that range, from British Standards to draughting techniques.

Representatives of the different professions and trades as well as educational establishments will be invited to participate.

Buffet lunch is included.

THE USE OF THE COMPUTER IN ARCHITECTURAL WORK Chairman: Andrew Jean, B.S.(Calif.), M.A.S.C.E. *Wednesday, 10.00 a.m.- 4.00 p.m., December 8, 1971. Extra-Mural Town Centre and premises of Structural Computing Services, Bank of Canton Building, Hong Kong.*
Fee: \$40

22

Computerized design, aside from significant savings in time, allows a freedom from repetitious jobs, an ability to incorporate changes in programming, and an analysis of 'best' solutions depending on the criteria involved.

Emphasis in this seminar will lie in the applications to structural and building design. The morning will be devoted to explanation of the potential of the computer followed by discussion and the afternoon to a series of demonstrations of practical design problems and their solution. Further details on application.

Buffet lunch is included.

Planning

23 **AN INTRODUCTION TO TOWN PLANNING** *Wednesdays, 6.00-7.00 p.m., starting September 29, 1971. Extra-Mural Town Centre. 12 meetings plus 3 visits.*

Fee: \$90

Tutors: Lo Chai-wan, B.A.(HK), M.Phil.(Lond.), A.M.T.P.I.
Pun Kwok-shing, M.A.(HK), M.T.C.P.(Syd.).
Chan Hung-kwan, M.A.(HK), M.T.C.P.(Syd.).

Many colour slides, photographs, maps, charts and diagrams will be used in presenting a vivid, but brief history of recent developments in Town and Country Planning before relating these to the current situation in Hong Kong, and the possible future development here as compared with the conditions in some overseas countries. Reference will be made to Planning systems and the planning process, locally and elsewhere, to ordinances and legislation relevant to Town and Country Planning, to the role of the citizen in the planning process, and to the training of professional planners.

Visits covering urban and rural redevelopments will be arranged during the course normally at weekends/public holidays. The cost of these visits is *not* included in the fee.

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.

Art & Design

Staff Tutor in Charge: Jon A. Prescott, B.Arch., M.C.D.(Liv.), A.R.I.B.A., A.M.T.P.I.
Telephone No.: H-456430

Certificate Courses in Fundamentals of Art & Design

A. DAYTIME COURSE

24 A

A daytime course extending over 4 terms each of 10 weeks duration, commencing in the week beginning 11th October 1971. Formal instruction will be concentrated into three half days and one full day per week, but considerable additional private work will be necessary.

The object of this foundation level course is to provide a range of studies and understanding which will enable students, whatever the nature of their previous education, to gain an opportunity to develop talents and discover interests in the field of Art & Design.

Fee: \$2,000 (payable in two installments) Enrolment is limited to 20 persons per annum.

Entry Requirements: consideration will be given to those who have an interest in Art & Design and proficiency in English up to at least the level of the Hong Kong English School Certificate, grade E.

B. EVENING COURSE

24 B

An evening course extending over two years each of 3 terms of 10 weeks duration commencing October, 1971.

Formal instruction is concentrated into three evenings per week, but considerable additional private work will be necessary.

The object and outline syllabus of the course is of a similar level to the daytime instruction and the regulations covering entry, and method of working, are arranged in parallel with this course.

Fee: \$900 per annum

Enrolment is limited to 25 persons

The Syllabus outline is as follows:

1. Consideration and evaluation of Visual Criteria.
2. History of Western Art & Architecture with concentration on 19th & 20th centuries.
History of Oriental Art & Architecture, including techniques.
3. An understanding of Man as an individual, and Man in Society in relation to Design expression.
4. Understanding of the Nature of Materials and Visual and tactile relationships and values. Colour theory.
5. Drawing Techniques both free and mechanical, Life Drawing.
6. Studio: Two Dimensional Studies ranging from Painting to Printmaking.
7. Studio: Three Dimensional Studies ranging from Sculpture and Construction to Design problems.

Director of Studies: Jon A. Prescott, B.Arch., M.C.D., A.R.I.B.A., A.M.T.P.I.

Advisory Panel: Michael F. Griffith, A.T.D.
Kwok Chiu Leung, Dip. A.D.
Kwong Yeu Ting, M.Sc. (Kansas)
Henry Steiner, M.F.A. (Yale)
John Warner, A.T.D., N.T.D.

Course Tutors and Visiting Critics:

Ruth H. Addison, Dipl. Arch., A.R.I.B.A.
Sheila Chalton, N.D.D.(Model & Sculpt.), A.T.D.(Dist.)
Cheung Yee, B.F.A.
Joan Farrar, B.F.A. (Chicago University)
Michael F. Griffith, A.T.D.
Cesar A. Guillen-Nunez, B.A.(Hons.) Courtauld Institute of
Art, University of London.
Werner Hahn, Dip. Graphic Design (Fachoberschule Nirnberg)
Tao Ho, B.A.(Williams), M.Arch.(Harvard)
Diane Hughes, Dip. A.D.(Camberwell), A.T.C.(Hornsey)
Martha Lesser, B.S.(N.Y.U.)
John Nye, Dip. Art (Fine Art) R.M.I.T., T.T.T.C.(Australia)
Jon A. Prescott, B.Arch.(Hons.), M.C.D.(Liv.), A.R.I.B.A.,
A.M.T.P.I.
Lawrence C.S. Tam, B.A.(Hons.) London, M.A.
Richard Therou, B.Sc. (Indus. Design)
B.S. Vaughan, D.C.

For full details of the course arrangements, syllabus and any other information, please contact the Director of Studies. Tel. H-456430 or c/o Extra-Mural Town Centre.

APPLICATIONS FOR ENTRY TO BOTH OF THESE COURSES MUST BE RECEIVED BEFORE SEPTEMBER 24th, 1971, and candidates will be called to interview.

INSTRUCTION WILL COMMENCE DURING THE WEEK COMMENCING OCTOBER 11th, 1971.

Certificate Course in Interior Design

25

An evening course extending over 2 years each of 3 terms of 10 weeks duration commencing in October 12, 1971.

Formal instruction is concentrated into two evenings per week, on Tuesdays and Fridays, but considerable additional private work will be necessary.

The object of this post foundation level course is to provide a vocational training for persons who have

- a) completed the foundation level course in Fundamentals of Art & Design
- or b) are working in Interior Design offices and can show evidence of basic knowledge and ability in draughting and presentation techniques as will exempt them from the courses mention in a)
- or c) can show evidence of educational attainment which is the equivalent of a).

Entrance to the course will be governed by consideration of these factors plus an ability in the use of English which is the equivalent of the Hong Kong English School Certificate grade E or above.

The Syllabus outline is as follows:

- 1) Studio: Advanced Drawing Techniques and Presentation.
Special Study.
Problem Solving.
- 2) A comprehensive Study of Materials and Detailing.
- 3) Specification, Prices and Quantities.
- 4) Environmental control and Services.
Light, Sound, Ventilation.
- 5) Principles of Interior, Display and Landscape Design.
- 6) Professional Practice, Contract Management, and
Building Law in Hong Kong.
- 7) Survey Techniques.

Fee: \$1,000 per annum.

Enrolment is limited to 20 persons.

Director of Studies: Jon A. Prescott, B.Arch., M.C.D., A.R.I.B.A., A.M.T.P.I.

*Course Tutors
and Visiting Critics:* Ruth H. Addison, Dipl. Arch., A.R.I.B.A.
Alex Bunting, F.R.I.C.S., D.P.A.(Glas), A.S.V.A.
R.A. Callow, P.I.S., Dip.Arch.(Liecs), F.R.I.B.A., A.P.A.M.
Joanna Campbell, D.A.(Edinburgh)
I.W. Campbell, D.A.(Edin), A.R.I.B.A., M.A.S.A.
Chiu Sin Chong, B. Art, Art Centre College of Design.
David W. Crowe, Dipl. Arch.(Liv.), A.R.I.B.A.
Tao Ho, B.A.(Williams), M.Arch.(Harvard).
Kenneth Mok
Jon A. Prescott, B.Arch.(Hons.), M.C.D.(Liv.), A.R.I.B.A.,
A.M.T.P.I.

APPLICATIONS FOR ENTRY MUST BE RECEIVED BEFORE SEPTEMBER 24th, 1971, and candidates will be called for interview.

INSTRUCTION WILL COMMENCE DURING THE WEEK COMMENCING OCTOBER 11th, 1971.

Appreciation

- 26 CHINESE CERAMICS – AN INTRODUCTORY SURVEY** Michael Lau, B.A. Dip. Ed. (HK), M.A., Ph.D. (Harv.), Curator of Fung Ping Shan Museum. *Tuesdays, 6.00-7.00 p.m., starting February 22, 1972. Extra-Mural Town Centre. 10 meetings plus 2 museum visits. Fee: \$70*

A general survey of the development of Chinese ceramics to provide a framework for further study. The lectures will cover the whole range from painted pottery of the neolithic periods to Porcelain of the Ch'ing.

The lectures will be well illustrated and reference made to actual examples on show in the museum.

Staff Tutor in Charge: Mrs. Priscilla Tso, B.A., Dip.Ed.(H.K.), Dip.Ad.Ed.(Manc.)
Telephone No.: H-468161 Ext. 303 (courses 27, 28, & 29 only)

- 27 BUDDHIST ART OF INDIA: AN INTRODUCTION** Mrs. Vidya Dehejia, M.A., Ph.D. (Cantab.). *Wednesdays, 6.00-7.30 p.m., starting September 29, 1971. Extra-Mural Town Centre. 10 meetings. Fee: \$45*

This illustrated course will provide a survey of the Buddhist art of India. It will examine the earliest Indian narrative sculpture, the Buddhist rock-cut monasteries with their renowned sculptural and painted embellishment and the famous Buddhist monasteries of eastern India with their magnificent stone sculptures. It will also touch upon the influence of Indian Buddhist art on the art of Central Asia and examine the art of Nepal and Tibet where Buddhism continued to flourish after it had lost its hold in India.

- 28 AN INTRODUCTION TO THE BUDDHIST AND HINDU ART OF INDIA** Mrs. Vidya Dehejia, M.A., Ph.D.(Cantab.). *Fridays, 2.30-4.00 p.m., starting October 1, 1971. Extra-Mural Town Centre. 12 meetings. Fee: \$55*

This illustrated course will provide an introduction to the Buddhist and Hindu art of India – the country in which both these religions originated. The course will commence with a brief survey of the development of both religions and discuss their mythology and iconography. It will also examine at length the renowned rock-architecture of India, the famous Buddhist cave monasteries, the magnificent cave-temples of the Hindus, the famous erotic sculptures of the Hindu temples of north and east India; consider the development of the Hindu temple in south India and trace its climax as a temple-town. It will also touch upon the Buddhist art of Nepal and Tibet, where Buddhism survived long after it had disappeared from India.

- 29 HINDU ART OF INDIA: AN INTRODUCTION** Mrs. Vidya Dehejia, M.A., Ph.D. (Cantab.). *Wednesdays, 6.00-7.30 p.m., starting February 1972. Extra-Mural Town Centre. 10 meetings. Fee: \$45*

See also:

Study Tour to India (Page 76)

Practical Painting; Printmaking; Drawing

These are practical classes in the visual arts, with emphasis on imaginative painting or drawing, designed to encourage growth of individual creative powers. Work will be carried on in various media. Instruction is individual, classes being restricted in size and enrolment is open to students at different stages, beginners being particularly welcome. Materials required will be discussed at the initial meeting in each case, and students must provide all materials necessary or buy the same through the tutor. In classes where a model is used, there will be an additional modelling fee.

Each series will consist of 12 weeks in the Autumn Term – enrolment will be invited in December for the continuation classes scheduled for the Spring.

12 meetings either 9.30 a.m. - 12.00 noon or 2.00-4.30 p.m., or evening as detailed.
Fee: \$100

All classes begin during the week commencing September 27, 1971.

Morning Sessions 9.30 a.m. - 12.00 noon

PAINTING & FIGURE DRAWING Rosamund Brown. *Mondays. Extra-Mural Town Centre.* 30

Water based media.

A model will be used for some of the sessions for which there will be an additional charge of approximately \$25 payable at the Town Centre.

DRAWING & PAINTING FROM LIFE T.T. Wong, L'Ecole Nationale Superieure Des Beaux Art Paris. *Tuesdays. Extra-Mural Town Centre.* 31

A model will be used for which there will be an additional charge of approximately \$40 payable at the Town Centre.

PAINTING IN VARIOUS MEDIA Joanna Campbell, D.A.(Edinburgh). *Wednesdays. Extra-Mural Town Centre.* 32

An intermediate level class concentrating on individual development of each student.

A model will be used for which there will be an additional charge of approximately \$25 payable at the Town Centre, and there will be opportunity for out door sketching.

33 PAINTING IN OIL & RELATED MEDIA Martha Lesser, B.S.(N.Y.U.) *Thursdays. Extra-Mural Town Centre.*

Aimed at beginners and intermediate level students. Emphasis will be on techniques and use of different materials.

34 GRAPHIC WORKSHOP Joan Farrar, B.F.A. (Chicago). *Fridays. Hong Kong Graphic Art Centre 166 Gloucester Road, Hong Kong.*

Silk Screen, Lithography, Etching and Wood Block techniques. Students are preferred who have basic drawing ability.

There will be an additional equipment charge of approximately \$30 payable at the Town Centre.

Afternoon Sessions 2.00-4.30 p.m.

35 DRAWING & MODELLING FROM LIFE Penny Boys, N.D.D.(Painting), A.T.D. *Mondays. Extra-Mural Town Centre (this term).*

Drawing & modelling using small scale armatures and clay techniques.

A model will be used for which there will be an additional charge of approximately \$40 payable at the Town Centre.

The continuation class in Spring will be in the Pokfulam Studio.

36 PAINTING IN OIL & ACRYLIC Joan Farrar, B.F.A.(Chicago). *Tuesdays. Extra-Mural Town Centre.*

A beginners class with special emphasis on individual development.

37 FUNDAMENTALS OF DRAWING Martha Lesser, B.S.(N.Y.U.). *Wednesdays. Extra-Mural Town Centre.*

Various media. Elements of line, form, tone, space and movement.

A minimum of 4 hours private work will be required for each class session.

A model will be used for a limited number of sessions for which there will be an additional charge of approximately \$25 payable at the Town Centre.

GRAPHIC WORKSHOP Joan Farrar, B.F.A.(Chicago). *Thursdays. Hong Kong* **38**
Graphic Art Centre, 166 Gloucester Road, Hong Kong.

Silk Screen, Lithography, Etching and Wood Block techniques.

Students are preferred who have basic drawing ability.

There will be an additional equipment charge of approximately \$30 payable at the Town Centre.

PORTRAITURE IN VARIOUS MEDIA T.T. Wong, L'Ecole Nationale Superieure **39**
Des Beaux Art Paris. Fridays. Extra-Mural Town Centre.

Students of varying ability will be accepted and beginners are welcome.

A model will be used for which there will be an additional charge of approximately \$40 payable at the Town Centre.

Evening Sessions

PAINTING STUDIO Kwong Yeu Ting, M.Sc.(Kansas). *Mondays, 6.00-8.00 p.m.* **40**
Extra-Mural Town Centre.

An introductory course using oil and acrylic media through a series of developed exercises. Practical colour mixing, palette arrangement, textures and surface will be discussed.

ANATOMY FOR ART Dr. Bruce S. Vaughan, D.C. *Wednesdays, 6.00-8.00 p.m.* **41**
Extra-Mural Town Centre.

Basic physical characteristics of Human form as an essential introduction to life class.

A model will be used for which there will be an additional charge of approximately \$40 payable at the Town Centre.

This course will be continued as a life drawing class next term under Mr. Tse Kwong Wah, Certificate of Art, Victoria, Australia.

PRINCIPLES OF DESIGN FOR PRINTED TEXTILES Diane Hughes, Dip. A.D. **42**
(Camberwell), A.T.C.(Hornsey). Wednesdays, 8.00-10.00 p.m. Extra-Mural Town Centre.

Discussion & studio design for Screen Printing, Block and Surface Printing.

Courses in Advanced Level Fine Art

Courses 43, 44, & 45 specifically aim at students who have obtained the Certificate in Fundamentals of Art & Design and who wish to further develop their individual ability and interest, or who have had considerable experience in the chosen field.

Entry will be only after interview in the latter cases.

All classes begin during the week commencing September 27, 1971. 12 meetings.

Fee: \$100

43 DRAWING & MODELLING FROM LIFE Sheila Chalton, N.D.D.(Model & Sculp.) A.T.D.(Dist.), Liverpool. *Fridays, 6.30-9.00 p.m. Extra-Mural Town Centre (this term).*

Life drawing, life modelling, casting techniques.

During this first term, small elements only will be attempted.

Casting will take place in the Pokfulam Studio and facilities will be made available for weekend working if and when students wish it.

Students wishing to undertake wood or stone carving will be welcome.

A model will be used for which there will be an additional charge of approximately \$40 payable at the Town Centre.

44 SEMINAR IN CONTEMPORARY ART John Nye, Dip. Art (Fine Art), R.M.I.T., T.T.T.C.(Vict.). *Wednesdays, 8.00-10.00 p.m., Extra-Mural Town Centre.*

Illustrated discussion of the contemporary scene and of individual's work and Problems with visiting Artists and Critics.

45 GRAPHIC WORKSHOP Cheung Yee, B.F.A., Hon Chi Fun, Joan Farrar, B.F.A. (Chicago). *Mondays, 6.30-9.00 p.m. Hong Kong Graphic Art Centre, 166 Gloucester Road, Hong Kong.*

Facilities in Wood Block Printing, Screen Printing and Lithography or Etching.

There will be an additional materials and equipment charge of approximately \$30 payable at the Town Centre.

Economics Commerce Management

Staff Tutor in Charge: T.W. Casey, B.A.(Nottm.)
Telephone No.: H-468161 Ext. 305

The courses in this section are aimed at all levels of industry, commerce and the public service. They are designed for two types of student:

- (a) Those who wish to prepare for professional examinations.
- (b) Those who wish to acquire skills and knowledge appropriate to their present responsibilities and future development.

Some courses are more advanced than others and require prior participation in basic courses for admission. In particular, students are advised not to enter for courses geared to examination requirements unless they already have a basic knowledge of the subject and fully intend to take the examination.

There will be other courses arranged during the year at the request of professional societies and industrial firms for which details cannot now be given. Suggestions or proposals for courses are welcome. The Department is always willing to consider arranging special courses for members of a particular firm or organisation or for a group of such bodies.

Economics & Statistics

BASIC ECONOMICS Laurence Pang, B.A.(H.K.) *Tuesdays, 5.45-7.15 p.m., starting October 5, 1971. Extra Mural Town Centre. 16 meetings.* *Fee: \$80*

46

A series of lectures and discussions on basic economics designed for beginners. The course will cover both descriptions of economic institutions and tools of elementary economic analysis. Examples, as far as possible, will be taken from the Hong Kong economy.

ECONOMICS FOR FORM 5 TEACHERS Edward K.Y. Chen, B.A.(H.K.), Assistant Lecturer in Economics, University of Hong Kong, and guest tutors. *Mondays, 6.15-7.45 p.m., starting September 27, 1971. University Main Building. 16 meetings.* *Fee: \$80*

47

Topics included in the syllabus of the Hong Kong Certificate of Education Examination will be discussed in terms of preparation, organisation, and presentation of teaching materials. Discussions will include: the sources of information and statistics, the choice of textbooks, the use of charts, diagrams, symbols, and graphs in explaining economic concepts, multiple choice testing in economics, the setting of assignments and project work, and techniques of essay-writing.

Teachers applying for the course who wish to have their fees refunded should submit an application (on a form obtainable from the Extra-Mural Studies Department) to the Director of Education well in advance of the commencement of the course.

48 ECONOMICS FOR INTERMEDIATE EXAMINATIONS Ng Kwok-Leung, B.A.(H.K.), Senior Statistician, Census & Statistics Department. *Tuesdays, 5.30-7.00 p.m., starting September 28, 1971. Extra Mural Town Centre. 22 meetings. Fee: \$100*

The fundamental concepts and tools of modern economic analysis will be discussed in detail. Topics to be considered include general principles governing production, distribution and consumption, theories of price, income and employment, money and banking, international trade, public finance and economic growth.

This course is specially designed for those who are preparing for professional examinations, such as CIS and ACCA.

Recommended Reading: J.L. Hanson, *A Textbook of Economics*, Macdonald and Evans Ltd. 4th Edition.

49 INTERNATIONAL MONETARY RELATIONS Y.C. Jao, M.A.(H.K.), Lecturer in Economics, University of Hong Kong. *Fridays, 6.15-7.15 p.m., starting February 25, 1972. University Main Building. 8 meetings. Fee: \$35*

This course provides the basic analytical framework for understanding international monetary relations and problems. Topics include: balance of payments and its adjustment, currency devaluation and revaluation, reserve currencies and Euro-Dollar, gold problem, S.D.R. and other proposals for international monetary reforms.

Some previous knowledge of Economics desirable, though not essential.

51 METHODS OF OPERATIONAL RESEARCH Lau Nai-Keung, B.Soc.Sc.(H.K.), Demonstrator in Statistics, University of Hong Kong. *Tuesdays, 6.15-7.45 p.m., starting September 28, 1971. University Main Building. 20 meetings. Fee: \$90*

This course introduces the basic concepts and techniques of Operations Research with the emphasis on applications and the practical aspects. It is designed for Managers, engineers and business executives with at least 'O' level or additional mathematics in the Certificate of Education so that they can appreciate and make full use of Operations Research methods in improving their Company operations. The topics which will be covered include Linear Programming, Game Theory, Queueing Theory, Network Theory, Critical Path Analysis, Inventory Models, Replacement Theory and Simulation.

Textbook: Maurice Sasiemi, Arthur Yaspan and Lawrence Friedman, *Operations Research: methods and problems*, Wiley International Edition, 1959.

Accountancy

GENERAL ACCOUNTING D.S. Sukheswalla, A.A.C.C.A., A.C.I.S. *Fridays, 5.45-7.15 p.m., starting October 1, 1971. Extra Mural Town Centre. 20 meetings.*

52

Fee: \$100

Preparation of books of prime entry including day books, journals, cash books and ledgers, preparation of trial balance, profit and loss account, and balance sheet of sole proprietors and partnerships will be explained. Detailed consideration accounting.

Suitable for those wanting a basic knowledge of book-keeping and of accountancy.

Recommended Reading: Munro, *Bookkeeping and Accountancy*, Pitman.
Yorston, Smyth and Brown, *Elementary Accounting*,
Law Book Co., Sydney.
Yorston, Smyth and Brown, *Accounting Fundamentals*,
Law Book Co., Sydney.

ACCOUNTANCY FOR INTERMEDIATE EXAMINATIONS Charles Lo, LL.B. (Lond.), A.A.S.A. *Wednesdays, 7.00-8.30 p.m., starting September 22, 1971. Extra Mural Town Centre. 24 meetings.*

53

Fee: \$110

The principles and objectives of accounting; Double entry bookkeeping; The relationship between profits and losses and assets and liabilities; Capital and revenue income and expenditure; Classification of assets and liabilities; Reserves and provisions.

The accounts of sole traders, partnerships and non-trading bodies; Trial balance; Manufacturing, Trading and Profit and Loss Accounts; Appropriation Accounts; Balance Sheets.

Accounting adjustments; Accrued income and expenditure; Depreciation; Bad debts; The preparation of final accounts from incomplete records. Branch and departmental accounts; Consignment accounts; Joint venture accounts; Hire and purchase accounts; Bills of exchange; Branch accounts. The accounts of joint stock companies; analysis of financial statements.

Students for this course must already have a basic knowledge of accountancy up to at least L.C.C. elementary book-keeping level. Only serious students will be admitted.

Recommended Reading: Munro, *Bookkeeping and Accountancy*, Pitman.
Carter, *Advanced Accounts*, Pitman.

AUDITING Andrew Y.K. Poon, A.C.A. *Wednesdays, 7.00-8.30 p.m., starting October 6, 1971. Committee Room South, 7/F., City Hall. 22 meetings.*

54

Fee: \$90

Topics discussed will provide knowledge of the principles and practical know-how of auditing. Recent developments of and recommendations from professional bodies over auditing and accounting matters will also be discussed. The course should prove of interest to students who are preparing for professional examinations and to those whose work is related to auditing and accountancy.

55 ACCOUNTANCY FOR FINAL EXAMINATIONS Robert T.T. Sze, A.C.A. *Mondays, 7.00-8.30 p.m., starting September 27, 1971. Extra Mural Town Centre. 22 meetings.*
Fee: \$110

Consolidation of holding and subsidiary companies accounts; company accounts; partnership, including sole trader incomplete records; departmental and branch accounts; manufacturing accounts; accounting ratios; mechanised accounting including computer application; bankruptcy, liquidation and receivership accounts; miscellaneous accounts.

Applicants for this course must either have passed the Intermediate level or else in the opinion of the tutor have acquired sufficient knowledge of accountancy. (e.g. by previous satisfactory attendance at appropriate accountancy courses.)

56 COST ACCOUNTING D.S. Sukheswalla, A.A.C.C.A., A.C.I.S. *Fridays, 7.30-9.00 p.m., starting October 1, 1971. Extra Mural Town Centre. 18 meetings.*
Fee: \$90

The classification of costs; costing for wages including incentives; costing for materials, stock control; the collection, classification, allocation and apportionment of overheads; job, contract, process, single, marginal operation and standard costing and budgetary control.

This course is designed for students taking professional accountancy examinations at intermediate level.

Recommended Reading: W.W. Bigg, *Cost Accounts*, Macdonald & Evans.
H.J. Wheldon, *Cost Accounting and Costing Methods*,
Macdonald & Evans.

57 TAXATION AND ACCOUNTING PROBLEMS Charles Lo, LL.B.(Lond.), A.A.S.A. *Tuesdays, 8.15-9.15 p.m., starting September 28, 1971. Extra Mural Town Centre. 20 meetings.*
Fee: \$75

The principles and practice of Hong Kong Income Tax Law. Topics include discussion of property tax, salaries tax, profits tax, interest tax, personal assessment and the related problems. Decisions of court cases and the practical aspects of submitting tax returns and appealing against tax assessments will also be discussed.

Recommended Reading: Hong Kong Inland Revenue Ordinance.

58 PRACTICAL ASPECTS OF TAXATION J.K.S. Thong, F.A.C.C.A., F.C.I.S. *Mondays, 8.15-9.15 p.m., starting October 11, 1971. Extra Mural Town Centre. 15 meetings.*
Fee: \$60

The principles of assessing incomes liable to Taxation and the problems arising. The various functions of the Departments of the Inland Revenue including the duties and powers of the Assessors, the Board of Inland Revenue and the Board of Review. The practical problems of submitting tax returns, expenses|claims|and appealing against tax assessments. It is suitable for business executives as well as those wanting a basic knowledge of how taxes on corporations and individuals are levied and paid.

INVESTMENT I Francis C.Y. Chan, M.B.A. *Tuesday, 5.45-6.45 p.m., starting September 28, 1971. Extra Mural Town Centre. 14 meetings. Fee: \$55*

59**投 資 學 (一)**

本課程共十四講，對有關投資的研究與處理之問題，有詳盡之討論。內容包括投資的目的，證券，互惠投資基金，參考資料之取得，購售手續，證券市場，有價證券之分析，時效問題，經紀人關係等。

主 講 人：陳暢餘碩士（工商管理學）。

講授語言：粵語。

地 點：香港大學校外課程部市區中心。

時 間：一九七一年九月廿八日起每星期二下午五時四十五分至六時四十五分。

學 費：五十五元。

INVESTMENT II Peter P. Woo, B.S., Ch.E.(Columbia), M.B.A. *Tuesdays, 5.45-6.45 p.m., starting March 7, 1972. Extra Mural Town Centre. 14 meetings. Fee: \$60*

60**投 資 學 (二)**

這科高級投資課程將包括證券的本身基本情形及股市趨勢分析。損益表以及資產負債表將會作深入的研究及分析。並特別注重各種工業股之市價與盈利比率。個別行業之基本分析，買賣以及劃線圖表之走勢及技術性之研究。（共十四講）。

主 講 人：胡平碩士。

講授語言：粵語。

地 點：香港大學校外課程部市區中心。

時 間：一九七二年三月八日起每星期三下午五時四十五分至六時四十五分。

學 費：六十元。

COMPANY SECRETARYSHIP J.K.S. Thong, F.A.C.C.A., F.C.I.S. *Mondays, 7.00-8.00 p.m., starting October 11, 1971. Extra Mural Town Centre. 24 meetings. Fee: \$80*

61

The Practical work of the Company Secretary with special reference to the procedure and administration of companies registered under the Companies Ordinance. The responsibilities and duties of the secretary and officers of a company and the practice involved will be explained in detail. It is suitable for all wanting a basic knowledge of Secretarial Practice as well as those preparing for professional examinations.

62

SHIPPING AND SHIPBROKING PRACTICE Senior members of the Institute of Chartered Shipbrokers (Hong Kong Branch). *Wednesdays, 7.00-8.00 p.m., starting September 29, 1971. Lecture Room South, 8/F., City Hall. 12 meetings.*

Fee: \$60

Arranged in conjunction with the Institute of Chartered Shipbrokers, Hong Kong Branch, this course is designed for all students of the shipping industry as well as those preparing for the examinations of other Shipping Institutes. Topics to be discussed include:-

1. Law of Contract & Carriage of Goods
2. Law of Sea Transport
3. Law of Agency & Agency Duties
4. Shipping Practice — Bill of Lading
5. Chartering & Charter Parties (Voyage Estimating)
6. General Average
7. Marine Insurance
8. Sale & Purchase
9. Arbitration
10. Containerisation
11. Bulk Carriers & Tankers
12. The Port of Hong Kong

63

EXPORT DOCUMENTATION AND PROCEDURES Various tutors. *Fridays, 5.45-6.45 p.m., starting October 1, 1971. Extra Mural Town Centre. 15 meetings.*

Fee: \$65

More than any other economy Hong Kong lives by its exports. To help businessmen with the many problems which arise in exporting, the Extra-Mural Studies Department has brought together a team of lecturers from Government and commerce who will provide guidance on legal and technical difficulties. Speakers will cover the following topics:-

1. Export Licensing: general aspects I
2. Export Licensing: general aspects II
3. Export and Re-export Declarations
4. Standard Certificates of Origin
5. Commonwealth Preference Certificates of Origin
6. Understanding Foreign Import Tariffs
7. GATT and Trade Development
8. The Textile Agreement with the United Kingdom
9. The Textile Agreement with the U.S.A.
10. Simpler Export Documents
11. Air Freight Forwarding
12. Insurance
13. Export Financing
14. Obtaining Export Credit Insurance
15. Trade promotion Activities

64

PUBLIC RELATIONS N.G.R. Chesney. *Mondays, 5.45-6.45 p.m., starting September 20, 1971. Extra Mural Town Centre. 10 meetings.*

Fee: \$40

The necessity for good public relations is becoming increasingly evident in Hong Kong and is vital to the well-being of the community. Its role as an aid to modern marketing, as a means of conveying ideas and policies, and in assisting companies and institutions in developing sound reputations and relationships will be discussed. There will be some examination of the techniques of public relations and the qualifications that help to make a successful public relations officer or consultant. No previous knowledge of the subject is assumed.

銀行實務 (一)

本課程共十二講，適合擬求取基本銀行實務知識之一般人士。內容包括銀行意義，功能，管理及組織之普通討論。並充份研究銀行會計；出納部及營業部之工作過程；外匯；滙款；押滙；信用證等。

主 講 人：陳天元先生。

講授語言：粵語（輔以英語）。

地 點：香港大學校外課程部市區中心。

時 間：一九七一年九月二十日起每星期一下午七時至八時。

學 費：四十五元。

銀行實務 (二)

本課程共十二講，繼續講述銀行實務，特別注意進出口押滙及跟單商業信用証。關於香港新銀行條例，中央銀行及其他重要問題，亦加以研討。

主 講 人：陳天元先生。

講授語言：粵語（輔以英語）。

地 點：香港大學課外課程部市區中心。

時 間：一九七二年二月廿一日起每星期一下午七時至八時。

學 費：四十五元。

Chartered Institute of Secretaries-CIS.

The Department does not now act as local examiner for C.I.S., but continues to offer courses suitable for those preparing for the examinations of that body.

FINAL EXAMINATION

The following courses are offered:

COMPANY SECRETARYSHIP
ACCOUNTANCY FOR FINAL EXAMINATIONS
COMPANY LAW AND PARTNERSHIP
ENGLISH MERCANTILE LAW

INTERMEDIATE EXAMINATION

The following courses are offered:

ECONOMICS FOR INTERMEDIATE EXAMINATIONS
USE OF ENGLISH II
ACCOUNTANCY FOR INTERMEDIATE EXAMINATIONS
PRINCIPLES OF ENGLISH LAW

Management

The management courses offered by the Department fall into two main groups.

1. In-Company training of Senior Executives in the principles and practice of Management, advice on Management Training Policy, administrative systems, and setting up a Management Development scheme. The nature and length of this work depends entirely on the situation of the Company concerned and the need to be met. Specialist advice may also be called upon in the fields of Personnel Management, Organisation Planning, and Industrial Relations.
2. Those which provide an introduction to some of the main management responsibilities and techniques. They are conducted on a lecturediscussion basis and outside reading is encouraged. Although most of them are introductory they are of sufficient duration to be serious courses of study, and by careful planning a student can follow an integrated programme over a period of years.

67

COMMUNICATION IN BUSINESS Kenneth Methold, Director, Longman Group (Far East) Ltd. *Tuesdays & Thursdays, 5.45-7.15 p.m., starting October 5, 1971. Extra Mural Town Centre. 12 meetings. Fee: \$75*

This course is intended for junior executives and above from Companies employing staff of different linguistic backgrounds. The purpose of the course is to investigate and isolate some of the more important areas of inadequate communication between executives, and through discussion, workshop/seminar techniques and assignments to improve course members' ability to communicate information and opinion to their colleagues at all levels.

In addition to the twelve full sessions, there will be six optional small group tutorials as a follow up on Saturday mornings at the Extra Mural Town Centre. The emphasis throughout will be on student participation in simulated business situations relevant to the students' everyday communication problems.

Enrolment will be limited to 20 students, who must have acquired a reasonable command of spoken English.

68

MARKETING Francis K. Pan, D.C.S.(N.Y.) *Thursdays, 5.30-7.00 p.m., starting October 7, 1971. Extra Mural Town Centre. 18 meetings. Fee: \$90*

The theory and practice of marketing will be dealt with in detail. Topics to be covered include scope and definition, consumers' acceptance, marketing organisation, market research, marketing channels, salesmanship, publicity and advertising, price policies, credit information, marketing management and socio-legal relationships. Especially suitable for business executives interested in marketing and distribution. Students should have a knowledge of elementary economics, or be engaged in marketing.

工廠建設與科學管理

本課程共十三講。內容包括如何籌建工廠及在工廠建成後進行科學管理等問題。建設工廠主要是爲了發展工業，繁榮經濟，而科學管理則主要是爲了提高生產水平。

工廠建設方面主要研究工業發展之重要性，建廠計劃書之編製，主要產品種類之選擇，生產規模之確定，廠區廠址之選擇，廠址總體設計與車間（工場）之組織設計等。工廠管理方面則主要探討組織管理之理論及以生產爲中心之生產管理，勞動組織，材料供應，產品銷售，技術管理（包括新產品發展管理，產品質量管理，設備維修管理）及安全生產等。

本課程適合工業投資者及實際從事工廠管理之人士與其他有興趣人士選讀

主講人：王文敦碩士

講授語言：粵語（輔以英語）

地點：香港大學校外課程部市區中心

時間：一九七二年二月廿四日起每星期四下午八時十五分至九時四十五分

學費：七十元

Scores of technical men get promoted to managerial positions because they have proved to be good technicians. Soon, they find that qualities that made them outstanding employees do not necessarily make them successful managers. They must pick up new skills, whether in the school of hard knocks, or in a formal training programme. This course is geared to the needs of technical men newly promoted to managerial positions.

This course is designed to meet the needs of those who have had several years of experience as technical executives but are new to managerial jobs. Engineers, accountants, marketing experts, and others who have been recently promoted or are soon to be promoted to senior positions as departmental heads are likely to benefit from this programme.

Lectures and case studies based on Hong Kong experience will cover the following topics:

- The enterprise — its policy and management style.
- Handling subordinates and use of authority.
- How to become a good team member and a good subordinate.
- Management of plans, projects and programmes.
- Introducing change.
- Techniques of achieving results.

Enrolment is limited to 20 persons, and candidates sponsored by their firms will be preferred.

71

AN INTRODUCTION TO PERSONNEL MANAGEMENT Wong Man-tun, B.A. (Lingnan), M.A.(Nanking). *Thursdays, 8.15-9.45 p.m., starting September 30, 1971. Extra-Mural Town Centre. 13 meetings.* *Fee: \$70*

企業人事管理概論

本課程共十三講。講題包括企業人事管理之理論與實務。理論部份主要研究人事管理之要義，指導思想，管理組織，以及人事管理人員應具備之質素等問題。實務部份主要研究人事政策，檔案制度，徵僱，培訓，考勤，考績，獎懲，薪工，福利，以及員工之調動，挽留與離職等問題。全部講題均結合本港實際情況，並有實例與討論。

本課程適合工商企業各級主管人員，人事管理人員，大專院校工商管理系學生，以及其他有興趣人士選讀。

主 講 人：王文敦碩士

講授語言：粵語（輔以英語）

地 點：香港大學校外課程部市區中心

時 間：一九七一年九月卅日起每星期四下午八時十五分至九時四十五分

學 費：七十元

72

MANAGING A SMALL OR RAPIDLY GROWING FIRM K.N. Vaid, B.Sc.(Punjab), M.A. (Delhi), Dip. S.W.P. (The Hague), *Thursdays, 6.00-8.00 p.m., starting October 7, 1971. Extra-Mural Town Centre. 5 meetings.* *Fee: \$100*

The average life expectancy for small firms in Hong Kong is very low. Nearly half the firms die within the first five years of their life. How can a firm avoid becoming one of these statistics.

Small firms can follow big firm practices and still go out of business; equally, they may fail to grow fast enough to catch big markets and go out of existence. What managerial actions lead to the success of a firm? Some of the relevant issues for discussion include: Characteristics of small and growing firms; Problems associated with growth; Preparation for stability; Characteristics of a stable firm; Motivation of employees; Relevance of Big Company Practices such as developing staff functions, formal procedures of work, etc.; and Intuitive versus rational management.

See also:

Certificate in Personnel Management (Page 29)

Executive Development

Staff Tutor in Charge: K.N. Vaid, B.Sc. (Punjab), M.A. (Delhi), Dip. S.W.P. (The Hague)
Telephone No.: H-468161 Ext. 304

Certificate in Personnel Management

73

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

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

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

A few newly qualified graduates may be admitted at the discretion of the Department.

- Duration:* September 29, 1971 to May 24, 1972.
Place: City Hall
Periodicity: Every Wednesday from 5.30 p.m. to 9.00 p.m.
Fee: HK\$400.
Award: Students will be awarded a Certificate provided they:
- pass the examinations,
 - attend at least 80% of the meetings scheduled.

Admission Requirements:

- University graduate,
or
- Non-graduates employed or hoping to be employed in personnel management in industry/business, with sufficient practical experience to enable them to benefit from the course.
- good knowledge of written and spoken English,
- preference will be given to those sponsored by their employing agencies.

Last date for application: September 10, 1971.

Certificate in Hospital Administration

74

Hong Kong has too few qualified and well trained hospital administrators. In order to operate hospital services at their optimum efficiency, it is necessary to motivate many more persons to train in hospital administration, to encourage the incumbent hospital administrators to improve their skills, and above all, to provide training facilities geared to local conditions.

The Certificate Course in Hospital Administration attempts to fulfill the aforesaid needs of hospitals in Hong Kong. The syllabus and course content take into consideration both the existing calibre of available personnel as well as the current and future conditions of hospitals in the Colony. Hopefully, the Course will provide a local qualification to those who wish to take up hospital administration as a career. It will be of immediate benefit to those persons who are currently employed at middle management and/or supervisory level positions in government/private hospitals and clinics in Hong Kong.

A few newly qualified graduates may be admitted at the discretion of the Department.

Duration: September 29, 1971 to May 24, 1972.

Place: City Hall

Periodicity: Every Wednesday from 5.30 p.m. to 9.00 p.m.

Fee: HK\$400.

Award: Students will be awarded a Certificate provided they:

- pass the examinations,
- attend at least 80% of the meetings scheduled.

Admission Requirements:

- University graduate,
or
- Non-graduates employed or hoping to be employed in hospital administration, with at least three years' relevant experience.
- good knowledge of written and spoken English,
- preference will be given to those sponsored by their employing agencies.

Last date for application: September 10, 1971.

Certificate in Social Welfare Administration

75

Hong Kong has an extensive network of social welfare services covering all aspect of human and social needs. Social welfare agencies have progressively moved towards expansion, diversification and financial self-sufficiency, and the number of professional staff employed by them has increased over years. These developments have brought the need for economy and efficiency of operations as well as for sound management of social welfare agencies to the forefront. Social workers who are competent in rendering professional service find the need to learn more about management techniques when called upon to administer the services of their agencies.

This course is focussed on the administrative aspects of social welfare agencies and is designed to help social workers to acquire administrative skills in social welfare management. It will benefit those persons who —

- a. are employed as social workers in government or voluntary social welfare agencies and whose functions include aspects of agency administration, supervision of staff and fieldwork, building resources, and participation in policy planning.
- b. are involved in the management of social welfare agencies on part/full time or paid/voluntary bases.

Duration: September 29, 1971 to May 24, 1972.

Place: City Hall

Periodicity: Every Wednesday from 5.30 p.m. to 9.00 p.m.

Fee: HK\$400.

Award: Students will be awarded a Certificate provided they:
— pass the examination,
— attend at least 80% of the meetings scheduled.

Admission Requirements:

- University graduate,
or
- Non-graduate with at least three years' practical experience of social welfare administration in Hong Kong,
- good knowledge of written and spoken English,
- preference will be given to those sponsored by their employing agencies.

Last date for application: September 10, 1971.

Education

Staff Tutor in Charge: C.K. Leung, M.A.(H.K.)
Telephone No.: H-468161 Ext. 309

- 76** **THE ADMINISTRATION OF EDUCATION** N.K. Henderson, Ph.D.(London), B.A., M.Ed.(Melb.), A.B.Ps.S., F.C.P., Professor of Education, University of Hong Kong. *Thursdays, 6.15-7.45 p.m., starting September 30, 1971. Room 122, University Main Building. 12 meetings.* *Fee: \$65*

A course for all those engaged actively in educational administration as well as for those studying school organization and seeking to specialize at some stage in the principles of school administration and management techniques applied to schools, case studies in good and bad school organization, analyses of principals' and staff duties, procedures for promoting and maintaining efficiency in schools, tests for schools (as distinct from pupils), comparative studies in various modes of school management, and so on. In addition to lectures, there will be full stencilled notes for free issue at each session, reading materials and book-lists, film-session, case-studies, as well as ample time for discussion.

- 77** **RESEARCH METHODS IN EDUCATION & PSYCHOLOGY** N.K. Henderson, Ph.D. (London), B.A., M.Ed.(Melb.), A.B.Ps.S., F.C.P., Professor of Education, University of Hong Kong. *Wednesdays, 5.30-7.00 p.m., starting September 29, 1971. Room 123, University Main Building. 20 meetings.* *Fee: \$100*

An introduction to the main methods and results of modern educational and psychological research, as well as a nonmathematical introduction to statistical techniques and experimentation. Topics include the nature and problems of research, test construction methods, how to write a thesis or research report, studies of method, and results of some outstanding modern research studies in these fields.

The course is suitable for graduates working for higher degrees and others interested in systematic research; M.Phil. candidates preparing for their qualifying examination in Research Methods and also teachers and school administrators.

- 78** **PSYCHOLOGY UNDERLYING CAREERS WORK AND SCHOOL COUNSELLING** N.K. Henderson, Ph.D.(London), B.A., M.Ed.(Melb.), A.B.Ps.S., F.C.P., Professor of Education, University of Hong Kong. *Thursdays, 6.15-7.45 p.m., starting February 24, 1972. Room 122, University Main Building. 12 meetings.* *Fee: \$65*

A refresher course suited to the needs of both those already engaged in careers masters work and educational guidance, and those who want an introduction to the theory and practice of school counselling. It will particularly assist those wishing to specialize at some stage in this new and developing area of education in Hong Kong. The course will also help those studying educational psychology. Topics will cover the psychological principles underlying modern guidance techniques, interviewing, vocational advisory services, the study of some guidance-type tests and psychological problem cases, etc. Full notes, reading lists, copies of vocational inventories and the like will be issued free to participants, and there will be film sessions, psychological case-studies, etc. and time will be allowed for discussion.

UNDERSTANDING PRE-SCHOOL CHILDREN Mrs. Lee Shum Shuk-yuen, B.A. (Hons.) (H.K.), Teacher's Certificate (London), Teacher's Certificate (A) – The National Froebel Foundation (Maria Grey Training College). *Saturdays, 10.00-11.30 a.m., starting October 9, 1971. Extra-Mural Town Centre. 8 meetings. Fee: \$40*

79

瞭解學齡前的兒童 (二至六歲)

課程內容包括學齡前兒童的身心需要，正常的身心發展及問題行爲，學齡前兒童如何學習，遊戲對學齡前兒童的重要及適合學齡前兒童的各種遊戲方法。

主 講 人：利岑淑婉女士

講授語言：粵語

地 點：香港大學校外課程部市區中心

時 間：一九七一年十月九日起每星期六上午十時至十一時三十分

學 費：四十元

UNDERSTANDING AND HELPING THE MENTALLY HANDICAPPED CHILD. – AN APPRECIATION OF THE PROBLEM F.C. Tang, B.A.(Toronto), B.Ed. (New Brunswick), Principal, Lions Morninghill School, and a panel of speakers. *Thursdays, 6.15-7.45 p.m., starting February 24, 1972. University Main Building. 14 meetings. Fee: \$80*

109

(The course is sponsored by the *Hong Kong Association for Mentally Handicapped Children and Young Persons Ltd.*)

低能 (智力) 兒童的管教

主 講 人：香港晨崗學校校長鄧福泉先生及本港對低能兒童有研究及直接工作經驗之專業人仕擔任。

講授語言：粵語。

地 點：香港大學校本部。

時 間：一九七二年二月廿四日起每星期四下午六時十五分至七時四十五分。共十四講。

學 費：八十元

(本課程由香港低能兒童及青年教育協進會贊助)

See also:

English Teaching Techniques (Page 47)

Modern Mathematics in Primary Schools (Page 61)

The Teaching of Modern Mathematics in Primary Schools
小學新數學 (Page 61)

Secondary School Mathematics for Teachers (Page 62)

Construction & Use of Simple Apparatus for Physics Teachers (Page 72)

Engineering

Staff Tutor in Charge: Mrs. Priscilla Tso, B.A., Dip. Ed. (H.K.), Dip. Ad. Ed. (Manch.),
Telephone No. H-468161 Ext. 303

Non-Certificate Courses

The following courses, together with Courses 114, 115, and 116 are designed to be of assistance to candidates sitting the Council of Engineering Institutions' Part II Examination. Applicants should have attained CEI Part I standard or equivalent.

110 ELECTRICAL ENERGY

Tutors: S.K. Tso, B.Sc.(Eng.)(H.K.), M.Sc., Ph.D.(Birm.), C.Eng., M.I.E.E.
W.F. Ma, M.Sc.(Eng.)(H.K.).
C.M. Shen, M.Sc.(Eng.)(H.K.), Ph.D.(Lond.).

Adviser: Professor S.Y. King, B.Sc.(Eng.)(H.K.), Ph.D.(Lond.), D.I.C., C.Eng.,
F.I.E.E., S.Mem.I.E.E.E., Professor of Engineering (Electrical), University of Hong Kong.

Course A: **ELECTRICAL ENERGY CONVERSION** *Tuesdays, 6.30-8.45 p.m., starting September 28, 1971. Lecture Room, Department of Electrical Engineering, University of Hong Kong, Hong Kong. 15 meeting.*
Fee: \$140

Outline of Syllabus: Electromechanical conversion: generators & motors of the synchronous, induction & commutator types; electro-thermal conversion: direct thermal-electric generators & electroheat; electro-chemical conversion: full cells & electrolysis; electro-optical conversion: solar cells & light-emitting devices.

Course B: **ENERGY SYSTEMS** *Tuesdays, 6.30-8.45 p.m., starting January 25, 1972. Lecture Room, Department of Electrical Engineering, University of Hong Kong, Hong Kong. 15 meetings.*
Fee: \$140

Outline of Syllabus: Transmission: line parameters, circuit representations, power diagrams; system analysis: per-unit system, symmetrical components, load flow, fault analysis, stability; system protection: principles of overcurrents, distance & unit protection.

Combined fee for the whole course: \$240

- Tutors:** C.F. Ho, D.C.T.(Batt.), M.Sc.(Man.), C.Eng., M.I.E.E., M.I.E.R.E., Mem.I.E.E.E., Lecturer in Electrical Engineering, University of Hong Kong. (Tutor-in-Charge).
P.K. Yu, M.Sc.(Eng.)(H.K.), Ph.D.(Lond.), C.Eng., M.I.E.E., Lecturer in Electrical Engineering, University of Hong Kong.
C.M. Shen, M.Sc.(Eng.)(H.K.), Ph.D.(Lond.), Lecturer in Electrical Engineering, University of Hong Kong.
W.N. Cheung, B.Sc.(Eng.)(H.K.) M.Sc.(Lond.), C.Eng., M.I.E.E., Mem.I.E.E.E., Lecturer in Electrical Engineering, University of Hong Kong.
F.K. Lam, B.Sc.(Eng.)(H.K.), M.Sc.(Lough), Assistant Lecturer in Electrical Engineering, University of Hong Kong.

Adviser: Professor S.Y. King, B.Sc.(Eng.)(H.K.), Ph.D.(Lond.), D.I.C., C.Eng., F.I.E.E., S.Mem.I.E.E.E., Professor of Engineering (Electrical), University of Hong Kong.

Course A: **CIRCUIT ANALYSIS** Mondays, 6.30-8.45 p.m., starting September 27, 1971. Lecture Room, Department of Electrical Engineering, University of Hong Kong, Hong Kong. 15 meetings. Fee: \$140

Outline of Syllabus: Linear passive and active networks; network theorems; two-ports: inductance coupling, ideal transformer, T , π , ladder and lattice networks, attenuators, filters; network topology; network functions; transient response of lumped-parameter networks; non-linear network; network synthesis.

Course B: **ELECTROMAGNETIC FIELDS** Mondays, 6.30-8.45 p.m., starting January 31, 1972. Lecture Room, Department of Electrical Engineering, University of Hong Kong, Hong Kong. 15 meetings. Fee: \$140

Outline of Syllabus: Field distribution: solutions of Laplacian & Poissonian equations; Maxwell equations; properties of transverse wave, intrinsic impedance, polarization; transmission line travelling waves, standing waves, characteristic impedances, reflection; quarter-wavelength & stub matching steady-state sine signal & power transmission; waveguide principles; motion of charged particles in varying & non-uniform electric & magnetic fields.

Combined fee for the whole course: \$240

Certificate Courses

All courses listed in this section lead to the award of University Certificates. They have clearly defined entry requirements and applicants are advised to read the course descriptions carefully before applying.

112 CERTIFICATE COURSE IN INDUSTRIAL ENGINEERING

Tuesdays & Thursdays, 7.00-9.15 p.m., starting September 28, 1971. Department of Mechanical Engineering, Peel Laboratory, University of Hong Kong, Pokfulam Road, Hong Kong. 50 lecture periods.

- Tutors:** D.K.C. Wong, B. Sc. (Eng.) (H.K.), C. Eng., M.I.Mech.E., Lecturer in Mechanical Engineering, University of Hong Kong. (Tutor-in-Charge).
- P.W. Wong, B. Sc. (Strath.), M. Sc. (Wales), C. Eng., M.I.Mech. E., M.I.Prod. E., Lecturer in Mechanical Engineering, University of Hong Kong.
- N.N.S. Chen, B. Sc. (Aston), M. Sc. (Strath.), Ph. D. (Strath.), Lecturer in Mechanical Engineering, University of Hong Kong.
- C.L. Chow, B. Sc. (Waseda), D.I.C., Ph. D. (Lond.), Lecturer in Mechanical Engineering, University of Hong Kong.

Fee: \$400 (including examination fee).

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

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

Enrolment is limited to 40 persons

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

Closing date for applications: September 14, 1971.

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

This course is intended for engineers and managers in industry who wish to acquire a working knowledge of industrial engineering and management.

Outline of Syllabus:

1. Production Planning & Control
2. Inventory Control
3. Quality Control
4. Plant Layout & Materials Handling
5. Method Engineering
6. Cost Analysis
7. Statistics & Operational Research
8. Introduction to Digital Computer
9. Value Engineering
10. Industrial Management

Tuesdays & Fridays 5.45-8.00 p.m., starting September 28, 1971. Peel Laboratory, Department of Mechanical Engineering, University of Hong Kong. 45 lecture & 5 laboratory/site instruction periods.

- Tutors:** P.W. Wong, M. Sc., C. Eng., M.I.Mech.E., M.I.Prod.E., Lecturer in Mechanical Engineering, University of Hong Kong. (Tutor-in-Charge).
 Y.S. Chan, B. Sc. (Eng.), A.M.A.S.H.R.A.E., Partner, the Associated Consulting Engineers, H.K.
 K.T. Chen, Dip. N.C., M.I.H.V.E., Senior Executive Engineer, J. Roger Preston & Partners, H.K.
 Franklin K.K. Ho, B.E., C.Eng., M.I.Mech.E., M.A.I.R.A.H., M.I.E. (Aust.), Senior Building Services Engineer, Public Works Department, H.K.

Fee: \$420 (including examination fee).

Entry Qualifications: Applicants with Mechanical or Chemical Engineering background up to a first degree or a higher diploma level, and holders of Technical College Higher Certificate with endorsement in relevant subjects, will be considered for admission.

In exceptional cases, consideration for admission will be given to applicants without the above-mentioned academic qualifications providing they are over 25 and have had at least two years' working experience in responsible positions in the Air-Conditioning industry.

Enrolment is limited to 25 persons

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

Closing date for applications: September 14, 1971.

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

A course designed for graduates, junior engineers and draftsman-designers in the air-conditioning industry to familiarise them with the necessary basic and practical tools in Air-Conditioning design and practice.

Outline of Syllabus:

1. Physiological & Thermal Considerations
2. Design Conditions; Psychrometry
3. Thermodynamics; Refrigeration machinery for Air Conditioning
4. Fans Engineering; Air Heaters; Air Coolers & Air Washers
5. Humidification & Dehumidification
6. Air Distribution; Air Contaminants; Air Cleaning & Controls
7. Thermal Insulation; Noise and Vibration
8. Heat Pumps; Transport Air Conditioning
9. Electrical Equipment
10. Testing; System Design & Layout

114 CERTIFICATE COURSE IN TELEVISION ENGINEERING

Fridays, 6.30-8.45 p.m., starting September 24, 1971. Lecture Room & Laboratory of Department of Electrical Engineering, University of Hong Kong, Pokfulam Road, Hong Kong. 35 lecture periods plus 12 laboratory instruction periods. Each period will consist of 2 hours.

Tutors: C.F. Ho, D.C.T.(Batt.), M.Sc.(Man.), C.Eng., M.I.E.E., M.I.E.R.E., Mem.I.E.E.E., Lecturer in Electrical Engineering, University of Hong Kong. (Tutor-in-Charge).
P.K. Yu, M.Sc.(Eng.) (H.K.), Ph.D.(Lond.), C.Eng., M.I.E.E., Lecturer in Electrical Engineering, University of Hong Kong.
F.K. Lam, B.Sc.(Eng.)(H.K.), M.Sc.(Lough), Assistant Lecturer in Electrical Engineering, University of Hong Kong.
J.T. Shih, B.Sc.(Eng.)(Chen Kung), Mem.I.E.E.E., Engineering Manager, T.V. Engineering Department, Sylvania (Far East) Ltd.

Fee: \$380 (including examination fee)

Entry Qualifications: Applicants with a Mathematics or Physics background up to Bachelor's degree level or equivalent will be considered for admission.
In exceptional cases, consideration for admission will be given to applicants without professional or graduate qualifications provided that they are over 25 and have had at least two years of related industrial experience in responsible positions.

Enrolment is limited to 40 persons.

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

Closing date for applications: September 17, 1971.

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

Outline of Syllabus:

A course for graduates in Electrical Engineering or equivalent who wish to acquire some fundamental knowledge in television receiver design. Applicants with background in transistor operating principle will be given preference.

1. The Television System
2. Composite Video Signal
3. T.V. Receiving System
4. Tuner & R.F. Stages
5. Video IF Amplifiers & Detector
6. Synchronization Separation
7. Deflection Circuits
8. Picture Tube Circuits
9. A.F. Signal Stages
10. Power Supplies
11. Measurements and Alignments
12. Aerials and Transmission Lines

Wednesdays, 6.30-8.45 p.m., starting September 22, 1971. Lecture Room & Laboratory of Department of Electrical Engineering, University of Hong Kong, Pokfulam Road, Hong Kong. 35 lecture periods plus 12 laboratory instruction periods. Each period will consist of 2 hours.

Tutors: C.F. Ho, D.C.T.(Batt.), M.Sc.(Man.), C.Eng., M.I.E.E., M.I.E.R.E., Mem.I.E.E.E., Lecturer in Electrical Engineering, University of Hong Kong (Tutor-in-Charge).
W.N. Cheung, B.Sc.(Eng.)(HK), M.Sc.(Lond.), C.Eng., M.I.E.E., Mem.I.E.E.E., Lecturer in Electrical Engineering, University of Hong Kong.
C.M. Shen, M.Sc.(Eng.)(HK), Ph. D.(Lond.), Lecturer in Electrical Engineering, University of Hong Kong.

Fee: \$380 (including examination fee)

Entry Qualifications: Applicants with a Physics or Electrical Engineering background up to Bachelor's degree level or equivalent will be considered for admission.
In exceptional cases, consideration for admission will be given to applicants without professional or graduate qualifications provided that they are over 25 and have had at least two years of related industrial experience in responsible positions.

Enrolment is limited to 40 persons

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

Closing date for applications: September 15, 1971.

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

Outline of Syllabus:

1. Numbers and Codes
2. Boolean Algebra
3. Logic Circuits
4. Computer Circuits
5. Counter and Shift Registers
6. Timing and Control
7. Magnetic and Memories
8. Arithmetic Operation
9. D/A and A/D conversion
10. Synchronous, asynchronous and sequential circuits.

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

116 CERTIFICATE COURSE IN APPLIED TRANSISTOR ELECTRONICS

Thursdays, 6.30-8.45 p.m., starting September 30, 1971. Lecture Room & Laboratory of the Department of Electrical Engineering, University of Hong Kong. 30 lecture periods plus 12 laboratory instruction periods. Each period will consist of 2 hours.

Tutors: C.F. Ho, D.C.T.(Batt.), M.Sc.(Man.), C.Eng., M.I.E.E., M.I.E.R.E., Mem.I.E.E.E., Lecturer in Electrical Engineering, University of Hong Kong. (Tutor-in-Charge).
W.N. Cheung, B.Sc.(Eng.)(HK), M.Sc.(Lond.), C.Eng., M.I.E.E., Mem.I.E.E.E., Lecturer in Electrical Engineering, University of Hong Kong.
C.M. Shen, M.Sc.(Eng.)(HK), Ph.D.(Lond.), Lecturer in Electrical Engineering, University of Hong Kong.

Fee: \$340 (including examination fee)

Entry Qualifications: Applicants with a Mathematics or Physics background up to Bachelor's degree level or equivalent will be considered for admission.

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

Enrolment is limited to 30 persons.

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

Closing date for applications: September 23, 1971.

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

Outline of Syllabus:

1. General Network Theorems
2. Introduction to Semiconductor Physics
3. Circuit Models of Transistors
4. Biasing Techniques
5. Amplifier analysis & design
6. Functional Circuits
7. Switching circuits
8. High input impedance techniques
9. Feedback oscillators
10. Power Supplies.

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

English Studies

Staff Tutor in Charge: D.J.H. Macintosh, M.A.(Cantab.), P.G.C.E.(Lond.)
Telephone No.: H-456443

Certificate Courses in the Use of English

A sound working knowledge of English is one of the greatest needs in Hong Kong life today. To meet this need the Department offers a carefully devised and integrated series of courses in the Use of English which are aimed at improving the students' ability to speak, write and understand English. General courses are offered for those who wish for a greater fluency in English for everyday purposes while the courses in English for Commercial Practice are more specifically related to the kinds of English used in commerce and industry.

All these courses comprise a continuous programme leading to the award of the Department's Certificate in the Use of English on successful completion of the final year.

As with all Extra-Mural courses, these are not intended for students in secondary schools.

The tutors for all these courses will be drawn from a panel of university graduates.

Entrance Requirements: Those who have successfully completed one of the Department's Use of English courses before may enter the next appropriate course without any further test. All those who are enrolling for the first time should possess an English or Chinese Certificate of Education, or equivalent, with a pass in English Language. In order to ensure that they can be placed in a course at the appropriate level they will also be required to sit a grading test. *All such applicants are therefore asked to indicate on their application form which of the following dates they can come to sit this test:*

At 6.30 p.m., University Main Building Hong Kong.

6th September 1971 17th September 1971

At 6.15 p.m., Extra-Mural Town Centre,
Universal House, 11th floor, 151 Des Voeux Road Central.
(Entrance from Gilman Street opposite International Building)

2nd September 1971 16th September 1971
13th September 1971 22nd September 1971

At 6.15 p.m., Wah Yan College, Waterloo Road, Kowloon.

31st August 1971 20th September 1971
9th September 1971 23rd September 1971
15th September 1971

GENERAL COURSES.

In order to improve the basic skills in English of the students, intensive tuition will be given in speaking, writing and the understanding of written and spoken English. The tutors will set assignments to be completed at home, and these will then be marked and discussed in class with the students. A large number of articles on topical subjects and short stories are available for comprehension and appreciation, and at all times the students will be given plenty of opportunity to express their own ideas. Throughout the course, and particularly at First Year level, the importance of the oral usage of English will be emphasized.

Second Year "A" courses will provide tuition in advanced Use of English and are intended for particularly well qualified students. On completion of either Second Year course students may sit an examination leading to the award of the Department's Certificate in the Use of English.

Reports will be submitted on all sponsored students at the end of the courses.

FIRST YEAR

A. In Hong Kong

At Hong Kong University

- 80 Mondays & Wednesdays, 6.30-8.00 p.m.,
starting September 27, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.
- 81 Tuesdays & Thursdays, 6.30-8.00 p.m.,
starting September 28, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.
- 82 Wednesdays & Fridays, 6.30-8.00 p.m.,
starting September 29, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.

At the Government Training Division,
Lee Gardens, Hysan Avenue, Causeway Bay.

- 83 Mondays & Wednesdays, 6.15-7.45 p.m.,
starting October 6, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.
- 84 Tuesdays & Thursdays, 6.15-7.45 p.m.,
starting September 28, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.

B. In Kowloon

At Wah Yan College, Waterloo Road.

Tuesdays & Thursdays, 6.15-7.45 p.m., 85
starting September 28, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.

Wednesdays & Fridays, 6.15-7.45 p.m., 86
Starting September 29, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200

At the Hong Kong Baptist College, Waterloo Road.

Mondays & Wednesdays, 6.15-7.45 p.m., 87
starting September 29, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.

SECOND YEAR "B"

A. In Hong Kong

At Hong Kong University

Mondays & Wednesdays, 6.30-8.00 p.m., 88
starting September 27, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.

Tuesdays & Thursdays, 6.30-8.00 p.m., 89
starting September 28, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.

B. In Kowloon

At Wah Yan College, Waterloo Road.

Mondays & Wednesdays, 6.15-7.45 p.m., 90
starting September 27, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.

SECOND YEAR "A"

A. In Hong Kong

At Hong Kong University

Tuesdays & Thursdays, 6.30-8.00 p.m., 91
starting September 28, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.

B. In Kowloon

At Wah Yan College, Waterloo Road.

Wednesdays & Fridays, 6.15-7.45 p.m., 92
starting September 29, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.

COMMERCIAL PRACTICE COURSES

Intensive tuition will be provided in the uses of English most commonly needed in commercial situations and also, as in the general courses, in the basic skills of English, including oral usage. Considerable attention will be paid to letter and memorandum writing and to the comprehension of commercial texts and topical articles.

The courses at First and Second Year "B" levels are ideally suited to the needs of office workers, and those at Second Year "A" level are particularly relevant for business executives. Both Second Year courses will provide tuition in the writing of reports and more detailed business letters and the comprehension of more complex commercial texts. The Second Year "A" courses will provide tuition at an advanced level and are intended for particularly well qualified students. They will be of considerable value for those preparing for the Intermediate Examination of the Chartered Institute of Secretaries.

Locally produced material that is specifically related to Hong Kong will be used throughout these courses.

On completion of either Second Year course students may sit an examination leading to the award of the Department's Certificate in the Use of English for Commercial Practice.

Reports will be submitted on all sponsored students at the end of the courses.

FIRST YEAR

A. In Hong Kong

At Hong Kong University

93 Mondays & Wednesdays, 6.30-8.00 p.m.,
starting September 27, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.

94 Wednesday & Fridays, 6.30-8.00 p.m.,
starting September 29, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.

At the Government Training Division,
Lee Gardens, Hysan Avenue, Causeway Bay.

95 Mondays & Wednesdays, 6.15-7.45 p.m.,
starting October 6, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.

96 Tuesdays & Thursdays, 6.15-7.45 p.m.,
starting October 5, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.

B. In Kowloon

At Wah Yan College, Waterloo Road.

Mondays & Wednesdays, 6.15-7.45 p.m., 97
starting September 27, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.

Tuesdays & Thursdays, 6.15-7.45 p.m., 98
starting September 30, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.

At the Hong Kong Baptist College, Waterloo Road.

Mondays & Wednesdays, 6.15-7.45 p.m., 99
starting September 27, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.

Tuesdays & Thursdays, 6.15-7.45 p.m., 100
starting September 30, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.

SECOND YEAR "B"

A. In Hong Kong

At Hong Kong University

Mondays & Wednesdays, 6.30-8.00 p.m., 101
starting September 27, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.

Tuesdays & Thursdays, 6.30-8.00 p.m., 102
starting October 12, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.

At the Government Training Division,
Lee Gardens, Hysan Avenue, Causeway Bay.

Tuesdays & Thursdays, 6.15-7.45 p.m., 103
starting September 28, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.

B. In Kowloon

At Wah Yan College, Waterloo Road.

Tuesdays & Thursdays, 6.15-7.45 p.m., 104
starting September 30, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.

At the Hong Kong Baptist College, Waterloo Road.

Mondays & Wednesdays, 6.15-7.45 p.m., 105
starting September 29, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.

SECOND YEAR "A"

A. In Hong Kong

At the Government Training Division,
Lee Gardens, Hysan Avenue, Causeway Bay.

106

Mondays & Wednesdays, 6.15-7.45 p.m.,
starting October 6, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.

B. In Kowloon

At the Hong Kong Baptist College, Waterloo Road.

107

Tuesdays & Thursdays, 6.15-7.45 p.m.,
starting October 5, 1971. 48 meetings.
Composite Fee (Tuition and Examination): \$200.

N.B. EARLY APPLICATION IS STRONGLY RECOMMENDED.

The Department of Extra-Mural Studies welcomes enquiries and requests from business and other organisations for educational courses specifically designed to meet their special needs.

Courses in Spoken English

In all these courses modern language laboratory teaching methods will be used to give the maximum opportunity for speaking English. The tuition in Spoken English I will be aimed at improving the students' pronunciation and intonation and giving them plenty of opportunity in asking and answering oral questions. In Spoken English II, which is primarily intended for those who have completed the previous course, the emphasis will be on conversational English in different situations.

The tutors for all these courses will be drawn from a panel of university graduates.

In order to allow the tutors to pay the maximum amount of attention to individual students, enrolment is limited to 15 persons in each course.

All the courses will be held in the language laboratory of the Language Centre at Hong Kong University.

SPOKEN ENGLISH I. 10 meetings. Fee: \$40.

117

Tuesdays, 6.30-8.00 p.m., starting October 12, 1971.

118

Thursdays, 6.30-8.00 p.m., starting October 14, 1971.

SPOKEN ENGLISH II. 10 meetings. Fee: \$40.

119

Mondays, 6.30-8.00 p.m., starting October 11, 1971.

20

Wednesdays, 6.30-8.00 p.m., starting October 13, 1971.

INTONATION AND IDIOMATIC ENGLISH Raymond Huang, M.A. (Leeds), I.P.A. Cert. Phon., P.G.C.Ed., L.R.A.M., L.T.C.L. (London). *Mondays, 7-8.30 p.m., starting September 27, 1971. City Hall, Committee Room South. 16 meetings. Fee: \$100*

121

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

- (1) The tonal and rhythmic system of his mother tongue and
- (2) 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.

The tutor is Principal, Queen's College and formerly Principal, Sir Robert Black College of Education. He is also author of a number of books on phonetics, including "English Pronunciation Explained with Diagrams", and co-author of "Intonation in Idiomatic English".

English for Teachers

ENGLISH TEACHING TECHNIQUES William Cheng, B.A., M.A. (Ed.) (H.K.), Dip. in App. Ling. (Edin.). *Tuesdays, 6.30-8.00 p.m., starting September 28, 1971. University Main Building. 12 meetings. Fee: \$80*

122

Planned to assist secondary school teachers of English, this course will deal with up-to-date techniques applicable to the most important areas of the curriculum. The basic principles of languages teaching will be discussed in detail with particular relation to the following topics:

1. The teaching of vocabulary;
2. The teaching of reading;
3. The teaching of English grammar;
4. The teaching of oral and written English;
5. The presentation of set books and the teaching of poetry;
6. Language testing.

The tutor is Principal, New Territories Heung Yee Kuk Yuen Long District Secondary School and a former lecturer in English at Sir Robert Black College of Education.

Fee Refund: Teachers of English at Advanced or Certificate of Education levels who wish to have their fees refunded by the Director of Education are required to complete an application form (obtainable from the Department of Extra-Mural Studies, University of Hong Kong) which must be returned directly to the Director of Education before the commencement of the course. This applies to all teachers whether in Government or private schools.

-
- 123 ENGLISH IN TRANSLATION I** Jao Yu-Wei, M.A. (Edin.). *Wednesdays, 6.30-8.00 p.m., starting September 29, 1971. University Main Building. 16 meetings.* *Fee: \$100*

The importance of English-Chinese/Chinese-English translation is daily becoming more evident in Hong Kong. This course in practical translation is offered for those who have had little experience of it as yet, but who wish to become skilled in this art. The material available for translation will be directly related to life and work in Hong Kong. Applicants should have a fair proficiency in English and Mandarin and/or Cantonese.

On completion of the course students may sit an examination which if they pass will qualify them to follow the advanced course, English in Translation II.

The tutor, who has had considerable experience in teaching methods of translation in Hong Kong, Singapore and Taiwan, was previously employed by international agencies of the United Nations as a translator.

-
- 124 ENGLISH IN TRANSLATION II** Jao Yu-Wei, M.A. (Edin.). *Fridays, 6.30-8.00 p.m., starting October 1, 1971. University Main Building. 16 meetings.* *Fee: \$100*

This advanced course is intended for those who have successfully completed an earlier course in English in Translation and/or those who are at present actively engaged in practical translation in the Government Service or in commerce and industry. As in English in Translation I, the emphasis will be placed on the practical translation of documents relating to life and work in Hong Kong, and considerable tuition will be given in the translation of technical and legal terms. Applicants should have a good command of English and Mandarin and/or Cantonese.

The tutor, who has had considerable experience in teaching methods of translation in Hong Kong, Singapore and Taiwan, was previously employed by international agencies of the United Nations as a translator.

Courses in Critical Appreciation

- 125 READING AND DISCUSSION** J.E. Clemens, B.A. (Melbourne), *Fridays, 6.30-8.00 p.m., starting October 15, 1971. University Main Building. 10 meetings.* *Fee: \$50*

A further course, principally intended for those who have completed the 'Use of English II' course or who are following it this year, but also suitable for those others who have a fair command of English. Various types of non-literary English, including newspaper reports, editorials and articles will be examined critically and discussed in class.

Textbook: W.E.K. Anderson: *'The Written Word'* (O.U.P.). This book may be obtained from the Hong Kong Book Centre, Des Voeux Road, Central.

-
- 126 THE MODERN NOVEL** P.H. Collin, M.A. (Oxon), Lecturer in French, University of Hong Kong. *Commencing Spring 1972.*
-

European Languages & Literature

Staff Tutor in Charge: D.J.H. Macintosh, M.A.(Cantab.), P.G.C.E.(Lond.)
Telephone No.: H-456443

SPANISH I F.V. Borboa, B.S. (Mexico). *Wednesdays & Fridays, 7.00-8.00 p.m., starting October 1, 1971. City Hall Committee Room North. 60 meetings.* **127**
Fee: \$280

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

Textbook: *E1 Espagnol A1 Dia, Book I*, obtainable from the Hong Kong Book Centre in Des Voeux Road Central or from the Swindon Book Company in Kowloon.

SPANISH II F.V. Borboa, B.S. (Mexico). *Wednesdays & Fridays, 8.00-9.00 p.m., starting October 1, 1971. City Hall Committee Room North. 50 meetings.* **128**
Fee: \$280

Although this is primarily a continuation course for those who have already completed the previous Spanish I course, it will also be of considerable value to those who have been studying Spanish elsewhere for about a year. Tuition will be given in vocabulary building, in the comprehension of simple Spanish texts and in writing and speaking skills.

Textbook: *E1 Espagnol A1 Dia, Book II*, obtainable from the Hong Kong Book Centre in Des Voeux Road Central or from the Swindon Book Company in Kowloon.

MODERN FRENCH LITERATURE L. Varigny, B.A.(Lille), Secrétaire-Général, Alliance Française, Hong Kong. *Fridays, 6.30-8.00 p.m., starting October 15, 1971. University Main Building. 10 meetings.* **129**
Fee: \$60

Ce séminaire se propose comme but une initiation à une dizaine d'écrivains modernes, dont la liste pourrait inclure: Jean Anouilh, Jean Cocteau, Henry de Montherlant; Georges Simenon; Françoise Sagan, Paul Claudel, Nathalie Sarraute, Ionesco; Jacques Prévert, Louis Aragon ... (Selon les vœux ou les intérêts des participants, cette liste pourrait être modifiée). Après une brève introduction, situant l'auteur dans la littérature contemporaine française, et précisant ses caractéristiques essentielles, étude en commun d'un texte significatif.

Ces cours s'adressent à la fois aux étudiants de l'Alliance Française ayant achevé 2 ou 3 ans d'études linguistiques, aux étudiants d'Université et au public général: à tous ceux désireux d'élargir le champ de leurs connaissances en langue française par une introduction rapide à de grands écrivains et l'étude de textes choisis.

N.B. The tuition during this course will be given in French.

Geography & Geology

Staff Tutor in Charge: C.K. Leung, M.A.(H.K.)
Telephone No.: H-468161 Ext. 309

- 130 SEMINAR ON CHINESE RAILWAYS AND GEOGRAPHY** C.K. Leung, M.A.(H.K.).
Fridays, 5.45-6.45 p.m., starting October 15, 1971. Extra-Mural Town Centre.
8 meetings. Fee: \$40

鐵路與中國地理的幾個問題

曾經歷三個不同政體的中國鐵路，在中國地理環境裡具有特殊的意義。為提高專業及一般人仕對中國地理的興趣，本課程着重探討中國地理及鐵路交通研究的若干問題，並檢討與此類問題有關的研究方法和概念。共八講。

主 講 人：梁志强碩士

講授語言：粵語（輔以英語）

地 點：香港大學校外課程部市區中心

時 間：一九七一年十月十五日每星期五下午五時四十五分至六時四十五分。

學 費：四十元

- 131 THE CHANGING FACE OF HONG KONG** D.J. Dwyer, B.A., Ph.D.(London),
Professor of Geography, University of Hong Kong. *Thursdays, 6.15-7.45 p.m.,*
starting September 30, 1971. University Main Building. 15 meetings plus 4 field trips.
Fee: \$100

This is a general appreciation course on modern Hong Kong in its geographical setting for the interested laymen. It will examine Hong Kong's physical background; industrial and urban development; agricultural patterns; development of fisheries; and will culminate in a summary review of Hong Kong's urbanization and conservation problems.

There will be four field trips and the lectures will be illustrated with slides wherever possible.

Course fee does not include expenses incurred on the excursions.

THE INTERPRETATION OF AERIAL PHOTOGRAPHS D.W. Drakakis-Smith, M.A., Dip.Ed.(Wales). Lecturer in Geography, University of Hong Kong. *Mondays, 6.15-8.15 p.m., starting October 11, 1971. University Main Building. 6 meetings.* *Fee: \$50*

132

Instruction will be given in the use and interpretation of air photographs both oblique and vertical. The course will include photographs from Britain, Hong Kong and S.E. Asia chosen to make clear specific points.

The course should be useful to teachers of Sixth Form Geography and to surveyors, engineers & planners. No previous experience will be assumed and all necessary photographs and stereoscopes will be provided.

Enrolment is limited to 20 persons.

RECENT DEVELOPMENT IN PHOTOGRAMMETRY AND CARTOGRAPHY FOR GEOGRAPHICAL APPLICATIONS C.P. Lo, M.A.(H.K.), Ph.D.(Glas.). Lecturer in Geography, University of HongKong. *Wednesdays, 5.45-6.45 p.m., starting November 10, 1971. Extra-Mural Town Centre. 7 meetings.* *Fee: \$40*

133

In this course, the basic principles of photogrammetry and cartography will first be briefly dealt with to bring out the problems of topographic and thematic mapping. This will be followed by a detailed examination of some new developments that have emerged or have been emerging in these fields, e.g., the trends toward automation in mapping and in the extraction of quantitative and qualitative information from aerial photographs. Finally, the implications of these new developments to geography (in particular, the "new" georgaphy) will be discussed. Lectures will be illustrated with slides wherever possible.

Some prior knowledge of elementary photogrammetry and cartography will be of great facility to prospective participants.

GEOGRAPHY IN THE FIELD K.C. Lam, B.A.(Hons.) (H.K.). Department of Geography & Geology, H.K.U. *Fridays, 7.30-8.30 p.m., field trips on Saturdays/Sundays, starting October 15, 1971. University Main Building. 12 meetings including 6 field trips.* *Fee: \$60*

134

The operation of physical processes on geological structure giving rise to special topographical features will be discussed in lectures and studied in detail during field trips. Methods of field investigation will be considered.

There will be 6 indoor lectures and 6 field trips. Places to be visited include: Ping Chau; Pillar Point/Sham Wat; Lam Tsuen/Tai Tong; Lai Chi Kok; Tai O; Pat Sin Range/Silver Mine Bay.

The course fee does not include expenses incurred on the excursions. *Enrolment is strictly limited to 30 persons.* Participants should be physically fit and capable of climbing and hiking.

-
- 135** CHINA – ITS LAND AND PEOPLE C.K. Leung, M.A.(H.K.). *Fridays, 2.15-3.30 p.m., starting October 8, 1971. Extra-Mural Town Centre. 10 meetings. Fee: \$50*

An introductory course to the Geography of China. Topics to be discussed will include: its physical structure, climate, agriculture, industry, transport and population. It will be a useful background course for new comers to Hong Kong and for those who are interested in China. No prior knowledge of the subject is assumed.

-
- 136** INTRODUCTION TO GEOGRAPHIC METHODOLOGY T.N. Chiu, M.A.(H.K.), Ph.D.(Lond.); C.P. Lo, M.A.(H.K.), Ph.D.(Glasgow); and C.K. Leung, M.A.(H.K.). *Commencing Spring 1972.*

地理學方法入門

主 講 人：趙子能博士，羅楚鵬博士，及梁志強碩士。
日 期：一九七二年春季。

-
- 137** TRANSPORTATION & POLITICS C.K. Leung, M.A.(H.K.). *Commencing Spring 1972.*

-
- 138** THEMES OF CHANGE IN MONSOON ASIA S.F. Richards, B.Sc.(London). *Commencing Spring 1972.*

-
- 139** GEOGRAPHY IN THE FIELD *Commencing Spring 1972.*
-

See also:

An Introduction to Town Planning (Page 10)

Introduction to Observational Astronomy
天文觀測方法入門 (Page 74)

Mars
火星的研究 (Page 74)

History

Staff Tutor in Charge: C.K. Leung, M.A.(H.K.)
Telephone No.: H-468161 Ext. 309

CHINA AND COMMUNISM 1921-1970 Lee Ngok, M.A., Dip.Ed.(H.K.), Ph.D. **140**
(London), Lecturer in History, University of Hong Kong. *Wednesdays, 6.15-7.45 p.m., starting October 6, 1971. University Main Building. 10 meetings. Fee: \$50*

A comprehensive course for an understanding of China in revolution. Major topics for discussion will include:

A. Pre-1949

- (1) The rise of communist power in the 1920s. Emergence of Mao as party leader amidst treacherous party politics; development of the Red Army tradition, the Maoist military strategy and the sinification of Marxism-Leninism.
- (2) A survey of the Resistance War 1937-1945 and the Civil War 1947-1949 from strategic and tactical points of view.

B. Contemporary China

Ideological analysis of New Democracy, Socialism and Communism.
China's international relations.
Economic progress and failure in the 1950s.
The Mao-Liu ideological conflict.
The Lull before the Storm: politics in China 1962-1965.
The Cultural Revolution: Party struggle, the role of the military and revolutionary committees; an examination of the Red Guards.
Projection into the future.

SOUTHEAST ASIAN HISTORY L.R. Wright, B.A.(Middlebury), M.A. (New Hampshire), Ph.D.(London), Senior Lecturer in History, University of Hong Kong. **141**
Fridays, 6.15-7.45 p.m., starting October 8, 1971. University Main Building. 10 meetings. Fee: \$50

A survey of the recent history of Southeast Asia, taking Malaya, Indonesia, and Vietnam as "case-studies" or examples. Emphasis will be placed upon contrast and comparison within the region, but the following topics will be considered: the Colonial background from 1800 to World War II; the nationalist movements from about 1900 to World War II; and the political and economic problems of nationhood.

See also:

Personalities in Chinese History (Page 68)

A Political History of Chinese Communism
中國共產黨政治發展史 (Page 71)

Housing Management

Staff Tutor in Charge: Mrs. Priscilla Tso, B.A., Dip.Ed.(HK), Dip.Ad.Ed. (Manch.).
Telephone No.: H-468161 Ext. 303

142 CERTIFICATE IN HOUSING MANAGEMENT

The aim is to provide a local qualification in Housing Management for people already working in the field and for others hoping to take up housing management as a career. The course is intended to provide a firm grounding in the theory and practice of housing management.

The standard and content of the course and its examinations are designed to be the equivalent of the Diploma in Housing Management sponsored by the United Kingdom Institute of Housing Managers. The syllabus is related to that of the Institute but is strongly geared to local relevance.

The course runs over three academic years. Years I and II prepare candidates for the Intermediate Examination and Year III for the Final Examination.

A Certificate in Housing Management issued by the Department of Extra-Mural Studies, University of Hong Kong, will be awarded to a candidate on passing the Final Examination and on producing evidence of having had at least three years' approved experience in housing management work.

Further details are available on request.

Applications for 1972-73 must be submitted between March 1 and May 1, 1972. It is preferable for students to be sponsored by their employers.

Law

Staff Tutor in Charge: Mrs. Priscilla Tso, B.A., Dip.Ed.(H.K.), Dip.Ad.Ed.(Manch.)
Telephone No.: H-468161 Ext. 303

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

ENGLISH MERCANTILE LAW Charles Lee, LL.M.(Lond.). *Mondays, 5.45-6.45 p.m., starting September 27, 1971. Extra-Mural Town Centre. 30 meetings. Fee: \$110* **143**

A course designed to be of assistance to candidates sitting the Final Part I Examination of the Chartered Institute of Secretaries and the Intermediate Examination of the Association of Certified and Corporate Accountants. It will deal with general principles of the law of contract, negotiable instruments, sale of goods, hire purchase, carriage of goods by land, sea and air, agency, partnership, bankruptcy, guarantee and indemnity, insurance, bailment, lien, arbitration and bill of sale.

Book recommended: Charlesworth: Principles of Mercantile Law. 11th Edition.

COMPANY LAW AND PARTNERSHIP Alan H. Smith, LL.B.(Brist.), Solicitor of the Supreme Court, Lecturer in Law, University of Hong Kong. *Wednesdays, 6.15-7.45 p.m., starting September 29, 1971. University Main Building. 20 meetings. Fee: \$110* **144**

The course will be divided into the following two parts:

Part One: Partnership — definition, formation, relations between parties, relations to third parties, liability of parties, dissolution.

Part Two: Company Law — formation, memorandum and articles and alterations thereto, contracts and dealings with companies, share capital, allotment and transfer of shares, dividends, debentures, directors and shareholders' meetings, private companies, winding up.

-
- 145** **PRINCIPLES OF ENGLISH LAW** Frank Addison, LL.B. (Hons.), Principal Magistrate. *Thursdays, 6.15-8.30 p.m., starting September 30, 1971. University Main Building. 20 meetings.* *Fee: \$145*

A course designed to be of assistance to candidates preparing for the Intermediate Examination of the Chartered Institute of Secretaries. The course covers the nature and sources of English Law; Common Law; equity and custom; the Judicature Acts; Statute law; judicial precedent; legal persons and personal relations; real property and personal property; wills and intestacy; general principles of contract and torts.

Book recommended: P.W.D. Redmond: General Principles of English Law.

- 146** **LAW OF EVIDENCE** B.W.M. Downey, LL.B.(Lond.), Barrister-at-Law (Inner Temple), Senior Lecturer in Law, University of Hong Kong. *Tuesdays, 6.15-7.45 p.m., starting September 28, 1971. University Main Building. 20 meetings.* *Fee: \$110*

The following topics will be discussed: salient features of trial of an action both criminal and civil under the English System; Relevance and Admissibility; proof, including evidence of character and *res gestae*; burden of proof, standard of proof and presumptions; the form in which evidence may be given; exclusionary rules; judicial notice; admissions; estoppel.

The course will be basically concerned with the law of Hong Kong but reference will be made from time to time to English Law.

The following courses are designed to be of assistance to candidates sitting the London University External LL.B. Intermediate Examination. They are intended to serve as supplements, not substitutes, for correspondence courses.

- 147** **CONSTITUTIONAL LAW** Duncan E. Berry, LL.M.(Wellington), LL.B.(Nott.), Barrister-at-Law, Grays Inn, Crown Counsel. *Mondays, 6.15-7.15 p.m., starting September 27, 1971. University Main Building. 30 meetings.* *Fee: \$110*

- 148** **CRIMINAL LAW** Brian T. Caird, LL.B.(New Zealand), Crown Counsel. *Mondays, 7.30-8.30 p.m., starting September 27, 1971. University Main Building. 30 meetings.* *Fee: \$110*

- 149** **LAW OF CONTRACT** L. Pegg, LL.B.(Birm.), Cert.Ed.(Leeds), Lecturer in Law, University of Hong Kong. *Thursdays, 6.15-7.15 p.m., starting September 30, 1971. University Main Building. 30 meetings.* *Fee: \$110*

- 150** **ENGLISH LEGAL SYSTEM** Frank Wong, B.A., Dip.Ed.(H.K.), M.A.(Syracuse), Barrister-at-Law, Inner Temple. *Thursdays, 7.30-8.30 p.m., starting September 30, 1971. University Main Building. 30 meetings.* *Fee: \$110*
-

COMPANY LAW Michael Hon, Barrister-at-Law (Middle Temple). *Thursdays, 5.45-7.15 p.m.; starting September 30, 1971. Extra-Mural Town Centre. 10 meetings.*
Fee: \$45

151

公 司 法

本課程共十講。內容包括公司的種類和組成，公司章程和法定內容，公司的成員：股東和董事；公司資本和股票的關係；股票的買賣，轉讓和利潤；公司結束手續；有限公司與合夥之分別等。

本課程旨在用簡潔和淺易的方法，使市民在短時間內，對公司法有一個基本的認識。

主 講 人：韓譚春先生。

講授語言：粵語。

地 點：香港大學校外課程部市區中心。

時 間：一九七一年九月卅日起，每星期四下午五時四十五分至七時十五分。

學 費：四十五元。

LAW AND THE CITIZEN Michael Hon, Barrister-at-Law (Middle Temple).

152

市民與法律：主講人：韓譚春先生 講授語言：粵語

Course A: **HONG KONG'S LEGAL SYSTEM** *Fridays, 7.00-8.30 p.m., starting October 1, 1971. Lecture Room South, City Hall. 6 meetings.*
Fee: \$30

甲：香港法律制度

內容包括：司法的制度，法庭的種類和權力，法官的等級，陪審員的制度，律師的種類，政府的法律援助計劃等。共六講。

地 點：香港大會堂九樓南演講廳。

時 間：一九七一年十月一日起每星期五下午七時至八時卅分。

學 費：三十元。

Course B: **CRIMINAL LAW** *Fridays, 7.00-8.30 p.m., starting November 12, 1971.*
Lecture Room South, City Hall. 6 meetings. *Fee: \$30*

乙：刑事法

內容包括：刑事法、罪案的類別和道路交通法例，並討論犯罪者對社會應有的責任。

罪案分(1)對人：例如打架，謀殺，重婚等。(2)對財物：偷盜，虧空，入屋行竊等。(3)對國家和公安所犯的罪案：例如非法集合，暴動，發假誓等。

交通法例包括危險和不小心駕駛，車主與駕駛員的責任等問題。共六講。

地點：香港大會堂九樓南演講廳。

時間：一九七一年十一月十二日起每星期五下午七時至八時卅分。

學費：三十元。

Course C: **LAW OF TORT**

Commencing Spring 1972

丙：民事的不法行爲

一九七二年春季開始。

Course D: **LABOUR LAW AND CONTRACT OF EMPLOYMENT**

Commencing Spring 1972

丁：勞工和僱傭法例

一九七二年春季開始。

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.

Librarianship

Staff Tutor in Charge: Mrs. Priscilla Tso, B.A., Dip.Ed. (HK), Dip.Ad.Ed. (Manch.)
Telephone No.: H-468161 Ext. 303

The Intermediate Part I course is designed for those wishing to take up Librarianship as their profession. The course, of 11 months' duration, prepares candidates for the December 1972 United Kingdom Library Association Intermediate Part I Examination.

Those who do not wish to take the professional examination but are working as Library Assistants or in school, children and government department libraries or are otherwise interested in the subject, are advised to take the Certificate Course for Library Assistants.

LIBRARIANSHIP: INTERMEDIATE PART I COURSE *Tuesdays & Fridays, 6.15-8.30 p.m., starting September 28, 1971. University Main Building, 76 Lectures, twice weekly (2 hours each session), 9 sessions Practical Work (3 hours each). Fee: \$600*

153

Tutors: Miss L.B. Kan, B.Sc.(HK), M.A., M.L.S. (Calif.), Ph.D. (HK), Deputy Librarian, H.K.U. (Tutor-in-Charge).
Miss Colleen Cheung, B.A., Dip.Ed. (HK), A.L.A., Asst. Librarian, H.K.U.
Timothy A. Chow, L-Es-L (Aurore), Dip. Lib. (NSW), Senior Librarian, Urban Council Public Libraries.
John C.S. Lam, B.A. (HK), M.L.S. (Hawaii), Asst. Librarian, H.K.U.
Mrs. Ursula Roberts, B.A. (Barnard College, N.Y.), Dip.Lib. (London), F.L.A.
Mrs. Tso Pak Suet, A.L.A., Asst. Librarian, H.K.U.

A comprehensive course specially designed to prepare candidates for the United Kingdom Library Association Intermediate Part I Examination. The Examination can be taken in Hong Kong in June and December.

Students are advised to sit for the Examination in December 1972.

Library Association Part I Examination:-

Paper 1: The Library and the Community
Paper 2: Government and Control of Libraries
Paper 3: Organization of Knowledge
Paper 4: Bibliographical control and service.

Minimum Entry Qualifications: Hong Kong University Matriculation or its equivalent.

Enrolment is limited to 25 persons.

Closing date for applications: September 14, 1971.

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

154 **CERTIFICATE COURSE FOR LIBRARY ASSISTANTS** *Mondays & Thursdays, 6.15-7.45 p.m., starting September 16, 1971. University Main Building.*

Tutors: Miss L.B. Kan, B.Sc.(HK), M.A., M.L.S. (Calif.), Ph.D. (HK), Deputy Librarian, H.K.U. (Tutor-in-Charge).
Miss Colleen Cheung, B.A., Dip.Ed. (HK), A.L.A., Asst. Librarian, H.K.U.
John C.S. Lam, B.A.(HK), M.L.S. (Hawaii), Asst. Librarian, H.K.U.
Mrs. W. Steynberg, A.S.A.L.A., Librarian, Fisheries Research Station.

The course consists of four sections:

Part 1: Library Routines & Methods	
No. of Meetings: 34	<i>Fee: \$150</i>
Part 2: General Library Principles & Practice	
No. of Meetings: 15	<i>Fee: \$ 75</i>
Part 3: Children's Libraries — including school libraries	
No. of Meetings: 8	<i>Fee: \$ 50</i>
Part 4: Practical Work & Visits to Libraries	
Time: March 28, 29, 30; April 4, 6, 7, 8 (9 a.m. - 12 noon; 2 - 5 p.m.). May 13, 20, 1972 (afternoons only)	<i>Fee: \$160</i>

The combined fee for the whole course is \$400 (including examination fee).

Enrolment is limited to 30 persons. Priority will be given to those working in libraries.

Closing date for applications: September 6, 1971.

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

The course is planned in co-operation with the Hong Kong Library Association and is designed to provide a non-professional training for Library Assistants and those working in children's libraries.

Examination Requirements:-

- (1) Five subjects, including English, at Grade E or above in the Hong Kong Certificate of Education (English), or four subjects with at least Grade E together with a Grade C pass in English in the Hong Kong Certificate of Education (Chinese);
- (2) Hong Kong Library Association membership (tutors will help students apply for membership after the commencement of the course);
- (3) 75% attendance at lectures. Practical work and visits are compulsory.

Date of Examination: June 17, 1972.

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

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

Mathematics

Staff Tutor in Charge: Mrs. Priscilla Tso, B.A., Dip.Ed.(H.K.), Dip.Ad.Ed.(Manc.).
Telephone No.: H-468161 Ext.303

MODERN MATHEMATICS IN PRIMARY SCHOOLS Timothy E.E. Bleach, B.A. 155
(Southampton). *Wednesdays, 6.15-7.15 p.m., starting September 29, 1971. Wah Yan College, Waterloo Road, Kowloon. 12 meetings. Fee: \$50*

The course aims to introduce parents and interested laymen to some of the basic principles of modern mathematics and to examine recent changes in the approach to the teaching of mathematics in primary schools. It will deal with topics selected from the syllabus of primary schools. Students will be asked to participate in practical work.

Enrolment will be limited to 25 persons.

INTRODUCTION TO TOPOLOGY C.B. Spencer, Ph.D.(Liv.), Lecturer in Mathematics, University of Hong Kong. *Tuesdays, 6.15-7.15 p.m., starting October 5, 1971. University Main Building. 15 meetings. Fee: \$60* 156

The course aims to introduce the beginner to the fascinations of using topology to view fundamental properties of geometric objects. All relevant background material such as set theory will be covered in the course.

THE TEACHING OF MODERN MATHEMATICS IN PRIMARY SCHOOLS Ho Siu Lun, B.Sc. (Lond.). *Mondays, 5.30-6.30 p.m., starting October 11, 1971. Extra-Mural Town Centre. 10 meetings. Fee: \$35* 157

小學新數教學

本課程共十講，每講一小時，專為小學教師而設，旨在介紹小學數學之新教學方法。內容包括新教學法之原理及實踐。

主 講 人：何兆倫先生

講授語言：粵語

地 點：香港大學校外課程部市區中心

時 間：一九七一年十月十一日起每星期一下午五時卅分至六時卅分。

學 費：三十五元

158 SECONDARY SCHOOL MATHEMATICS FOR TEACHERS Ho Siu Lun, B.Sc. (Lond.), A.F.I.M.A. & Tsui See Ming, B.A., Dip.Ed.(HK).

A course specially designed for mathematics teachers. It will deal with the philosophy and the teaching of modern mathematics in secondary schools. Teaching method as well as content will be stressed.

The course is divided into 7 units. Each unit is distinct in itself and may be taken separately.

Course A: **RECENT DEVELOPMENTS IN THE TEACHING OF MODERN MATHEMATICS** *Saturdays, 9.00-10.30 a.m., starting October 2, 1971. Extra-Mural Town Centre. 6 meetings. Fee: \$35*

The course will deal with the philosophy of modern mathematics, new developments in the teaching of mathematics at secondary level in Hong Kong and in other countries.

Course B: **BASIC TOOLS AND NOTION IN MATHEMATICS** *Saturdays, 11.00 a.m. - 12.30 p.m., starting October 2, 1971. Extra-Mural Town Centre. 6 meetings. Fee: \$35*

The following topics will be dealt with: operations; flow charts; set language and its teaching; equivalence; functional relations; matrices; aids to calculation.

Course C: **LOGIC** *Saturdays, 9.00-10.30 a.m., starting November 13, 1971. Extra-Mural Town Centre. 6 meetings. Fee: \$35*

The following topics will be discussed: arguments; rules of inference; proof and demonstration; abstract mathematical systems; application of logic in mathematics.

Course D: **PROBABILITY AND STATISTICS** *Saturdays, 11.00 a.m. - 12.30 p.m., starting November 13, 1971. Extra-Mural Town Centre. 6 meetings. Fee: \$35*

The course will deal with the empirical basis of probability, probability models, Bayes' Law, data collection and its graphical representations, numerical description of statistical data, normal distribution.

The following units will be offered in Spring, 1972:

GEOMETRY, NUMBER SYSTEM, ENRICHMENT MATERIAL IN MATHEMATICS.

Oriental Languages & Studies

Staff Tutor in Charge: C.K. Leung, M.A.(H.K.)
Telephone No.: H-468161 Ext. 309

Oriental Languages

The Oriental Languages Programme is taught in English unless otherwise stated. A good standard of English is essential for admission.

Laboratory assistance for Mandarin I and II, *Kuo Yu*, and Cantonese I and II is available at Caritas House, Caine Road, at \$25 for 12 hours of study. Students of these courses will be given one hour of conducted laboratory exercise during course time to familiarise themselves with the system.

MANDARIN I

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

Textbook: *Beginning Chinese* by John De Francis, Yale University Press.

MANDARIN II

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

Textbook: *Beginning Chinese* by John De Francis, Yale University Press.

國語 (MANDARIN)

本課程共六十一講（包括錄音室練習一小時），每週二講，每講一小時。內容有國語注音符號（包括注音字母及大陸現行標準拼音法），國，粵語發音，語法與詞句之差異，國語會話及文章選讀等。

CANTONESE I

The main emphasis of this course will be on spoken Cantonese and ample opportunity will be given for practising pronunciation and short sentence construction orally. Specially prepared and graded texts will be supplied.

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. Specially prepared and graded texts will be supplied.

CANTONESE III

Students who have attended Cantonese I and II will find this course extremely useful. The syllabus covers more advanced knowledge of grammar, useful colloquial expressions, idioms and proverbs in daily use in Hong Kong. In addition, some stories relevant to Chinese history and culture will be introduced.

CHINESE CHARACTERS

Students who have completed Cantonese I and II or who can prove that they have an adequate basic knowledge of Cantonese are welcome to join this course. The study of characters will include etymology of characters, vocabulary, and classical reference of idioms, and will be given in the form of simple prose passage. Special effort will be made to give students practice in writing characters and to show the various ways of finding characters in Chinese dictionaries. Specially prepared texts will be supplied by the Tutor.

初 級 日 語 (JAPANESE I)

初級日語課程，以學習現代日語基礎為目的。內容包括日語發音和「假名」基本文法，常用語句及商業會話等。共五十節。

中 級 日 語 (JAPANESE II)

中級日語課程着重實用日語會話，文法則包括動詞用法及語句結構等等。教材特別適應本港人仕需要。共三十節。

Evening Programme

MANDARIN I Shih Wan-chu, B.A.(Peking Normal University), Instructor in Mandarin, University of Hong Kong. *Mondays & Thursdays, 6.15-7.15 p.m., starting October 7, 1971. University Main Building. 50 meetings plus 1 lab. session.* **159** *Fee: \$250*

MANDARIN II Shih Wan-chu, B.A.(Peking Normal University), Instructor in Mandarin, University of Hong Kong. *Mondays & Thursdays, 7.30-8.30 p.m., starting October 7, 1971. University Main Building. 30 meetings plus 1 lab. session.* **160** *Fee: \$180*

KUO YU (MANDARIN) Pai Hsuan-chih, B.A.(Lingnan). *Tuesdays & Fridays, 6.15-7.15 p.m., starting October 12, 1971. University Main Building. 60 meetings plus 1 lab. session.* **161** *Fee: \$230*

國語

主 講 人：白選之先生

講授語言：粵語

地 點：香港大學校本部

時 間：一九七一年十月十二日起每星期二及星期五下午六時
十五分至七時十五分。共六十一講

學 費：二百三十元

CANTONESE I Paul Fong, B.A., Dip.Ed.(H.K.), *Mondays & Thursdays, 6.15-7.15 p.m., starting September 30, 1971. University Main Building. 40 meetings plus 1 lab. session.* **162** *Fee: \$200*

CANTONESE I C.S. Hung, B.A.(Chinan), Instructor in Chinese, University of Hong Kong. *Tuesdays & Fridays, 6.15-7.15 p.m., starting October 8, 1971. University Main Building. 40 meetings plus 1 lab. session.* **163** *Fee: \$200*

CANTONESE II Paul Fong, B.A., Dip.Ed.(H.K.). *Mondays & Thursdays, 7.30-8.30 p.m., starting September 30, 1971. University Main Building. 40 meetings plus 1 lab. session.* **164** *Fee: \$220*

CANTONESE III Paul Fong, B.A., Dip.Ed.(H.K.). *Wednesdays, 6.15-7.15 p.m., starting October 20, 1971. University Main Building. 34 meetings.* **165** *Fee: \$200*

-
- 166** CHINESE CHARACTERS (in Cantonese) Paul Fong, B.A., Dip.Ed. (H.K.).
Wednesdays, 7.30-8.30 p.m., starting October 13, 1971. University Main Building.
34 meetings. Fee: \$200
-

- 167** JAPANESE I William Yuan *Tuesdays & Fridays, 7.00-8.00 p.m., starting October 5, 1971. Extra-Mural Town Centre. 50 meetings.* Fee: \$180

初 級 日 語

主 講 人：袁進榮先生
講授語言：粵語
地 點：香港大學校外課程部市區中心
時 間：一九七一年十月五日起每星期二及星期五下午
七時至八時。共五十講
學 費：一百八十元

- 168** JAPANESE II S. Yanai, B.A.(Commerce) (Shanghai). *Tuesdays & Fridays, 8.15-9.15 p.m., starting October 12, 1971. Extra-Mural Town Centre. 30 meetings.* Fee: \$120

中 級 日 語

主 講 人：柳內滋先生
講授語言：國語
地 點：香港大學校外課程部市區中心
時 間：一九七一年十月十二日起每星期二及星期五下午
八時十五分至九時十五分。共三十講
學 費：一百五十元

Day Time Programme

- 169** CANTONESE I Francis Sham, B.A.(Sun Yat-sen). Instructor in Cantonese. *Tuesdays & Fridays, 2.00-3.00 p.m., starting October 12, 1971. Extra-Mural Town Centre. 40 meetings plus 1 lab. session.* Fee: \$200
-

- 170** CANTONESE II Francis Sham, B.A.(Sun Yat-sen), Instructor in Cantonese. *Mondays & Thursdays, 2.00-3.00 p.m., starting October 11, 1971. Extra-Mural Town Centre. 40 meetings plus 1 lab. session.* Fee: \$220
-

Spring Programme

MANDARIN I *Mondays & Thursdays, 7.30-8.30 p.m., starting February 28, 1972.* 171
University Main Building. 50 meetings plus 1 lab. session. Fee: \$250

MANDARIN II *Mondays & Thursdays, 6.15-7.15 p.m., starting May 1, 1972.* 172
University Main Building. 30 meetings plus 1 lab. session. Fee: \$180

CANTONESE I *Tuesdays & Fridays, 6.15-7.15 p.m., starting March 21, 1972.* 173
University Main Building. 40 meetings plus 1 lab. session. Fee: \$200

CANTONESE I *Mondays & Thursdays, 7.30-8.30 p.m., starting March 20, 1972.* 174
University Main Building. 40 meetings plus 1 lab. session. Fee: \$200

CANTONESE I *Mondays & Thursdays, 2.00-3.00 p.m., starting March 27, 1972.* 175
Extra-Mural Town Centre. 40 meetings plus 1 lab. session. Fee: \$200

CANTONESE II *Tuesdays & Fridays, 6.15-7.15 p.m., starting March 28, 1972.* 176
University Main Building. 40 meetings plus 1 lab. session. Fee: \$220

CANTONESE III *Mondays, 6.15-7.15 p.m., starting March 27, 1972.* 177
University Main Building. 34 meetings. Fee: \$200

Oriental Studies

UNDERSTANDING CHINESE CUSTOMS & TRADITIONS Mrs. Nana Tsao, B.A., 178
Dip.Ed.(H.K.). *Thursdays, 2.30-4.00 p.m., starting October 7, 1971. Extra-Mural*
Town Centre. 10 meetings. Fee: \$60

This series of lectures is designed for those who wish to learn something of Chinese life and culture, and will deal with traditional Chinese customs and ways of life existing in Hong Kong: historical background to the understanding of Chinese customs and traditions; Chinese family structure and kinship; ancestor worship and folk religion; wedding and burial customs; types of symbols in Chinese art; the main festivals celebrated during the year; Chinese etiquette and common courtesy. The lectures will be illustrated with slides.

179 PERSONALITIES IN CHINESE HISTORY Ling-yeong Chiu, M.A.(H.K.); Ph.D. (Syd.), Lecturer in Chinese, University of Hong Kong, and John Cheung Chan, M.A.(H.K.), Principal, Chong Hing College. *Thursdays, 8.00-9.30 p.m., starting October 7, 1971. Extra-Mural Town Centre. 10 meetings. Fee: \$50*

This course is intended for those who have little or no knowledge of Chinese history. It is hoped that through the study of the lives and achievements of the most representative historical figures, the participants will be acquainted with the political, social and intellectual developments of China from the beginning of her history to the modern age. The following topics will be dealt with in this course:-

1. *Confucius* and *Lao Tze*: The sage and the hermit.
2. *Shih Huang-ti*: The founder of the Chinese Empire.
3. *Wang Mang*: Usurper or reformer?
4. *Tai-tsung the Great*: The enlightened monarch.
5. *Wang An-shih*: Confucian or utilitarian?
6. *Yueh Fei* and *Ch'in Kuei*: The hero and the villain.
7. *Li Po* and *Tu Fu*: The genius and the craftsman.
8. *Yu Hsien-ch'i* and *Li Ch'ing-chao*: Two poetesses.
9. *The Empress Dowager Tzu-hsi*: Female ruler in Chinese history.
10. *Sun Yat-sen* and *Mao Tze-tung*: The nationalist and the communist.

See also:

An Introduction to the Buddhist and Hindu Art of India (Page 14)

Buddhist Art of India (Page 14)

Chinese Ceramics (Page 14)

English in Translation I (Page 48)

English in Translation II (Page 48)

Seminar on Chinese Railways & Geography (Page 50)

The Changing Face of Hong Kong (Page 50)

China — Its Land & People (Page 52)

China & Communism (Page 53)

Southeast Asian History (Page 53)

A Political History of Chinese Communism
中國共產黨政治發展史 (Page 71)

Philosophy & Psychology

Telephone No.: H-468161 Ext. 301

Philosophy

QUANTIFIER LOGIC AND SET THEORY Law Yip-wang, M.A.(Hawaii & UCLA). **180**
Thursdays, 8.15-9.15 p.m., starting September 30, 1971. Extra Mural Town Centre.
16 meetings. Fee: \$55

量詞邏輯與集論

量詞邏輯（即謂詞邏輯）是語句邏輯的延續，也是集論的基礎。本課程旨在提供集論所須的邏輯知識，並把集論視為邏輯的應用而進行討論。內容包括：集合的基本運算，關係與函數，及范恩圖解等。學者宜對邏輯及集論已略有認識。（共十六講）

主 講 人：羅業宏碩士。

講授語言：粵語。

地 點：香港大學校外課程部市區中心。

時 間：一九七一年九月三十日起每星期四下午八時十五分至九時十五分。

學 費：五十五元。

EXISTENTIALIST THOUGHT Ian Watson, B.A.(Melb.), M.A.(McMaster), Lecturer in Philosophy, University of Hong Kong. **181**
Fridays, 7.30-8.30 p.m., starting September 24, 1971. University Main Building. 10 meetings. Fee: \$35

Existentialism has sometimes been called 'philosophical anthropology'. This term defines in a reasonably adequate way, the aims of this course — namely, to look at the work of certain thinkers, loosely called 'Existentialists', hoping the better to understand man and his situation. It will be an effort, by a philosopher, to unfold part of the meaning of Existentialism by dealing with some of the concepts central to this meaning.

Psychology

- 82** **PSYCHOLOGY AND YOU II** Tam Wai-hon, B.A., M.A., Ed.D.(Calif.) *Tuesdays, 7.00-8.00 p.m., starting October 19, 1971. Hong Kong Baptist College, 224 Waterloo Road, Kowloon. 10 meetings. Fee: \$35*

心理學與你（二）

此為前期“心理學與你”之繼續。仍本原主旨研究些有興趣而又實用的論題。本期將討論：怎樣惹起注意及維持注意，及怎樣能增加我們的學習能力與記憶力。關於後二者之各種方法及公律將予以詳細討論，使各學員能學以致用。

主 講 人：譚維漢博士。

講授語言：粵語。

地 點：九龍窩打老道224號香港浸會學院。

時 間：一九七一年十月十九日起每星期二下午七時至八時。

學 費：三十五元。

See also:

Psychology Underlying Careers Work and School Counselling (Page 32)

Research Methods in Education & Psychology (Page 32)

Understanding Pre-school Children

瞭解學齡前的兒童 (Page 33)

Political Science

Staff Tutor in Charge: C.K. Leung, M.A.(H.K.)
Telephone No.: H-468161 Ext. 309

POLITICAL THEORIES, PAST AND PRESENT P.B. Harris, B.A.(Wales), B.Sc. 183
(Econ.), Ph.D.(London), D.Litt.(Natal), Professor of Political Science, University of
Hong Kong. *Mondays, 6.15-7.45 p.m., starting October 18, 1971. University Main
Building. 8 meetings.* Fee: \$40

The course will attempt to survey some of the major political theories from the
Greeks to the Present Day. Students are expected to obtain copies of some of the
following works (most of them are available in paper-back form).

1. Plato, *The Republic*; 2. Aristotle, *The Politics*; 3. Machiavelli, *The Prince*;
4. Hobbes, *The Leviathan*; 5. Locke, *Treatises on Civil Government*; 6. Rousseau,
The Social Contract; 7. Marx & Engels, *Basic Writings* (ed. Feuer); 8. Mao Tse-
tung, *Selected Writings* (in Schram, *The Political Thought of Mao Tse-tung*)

N.B. Students must be prepared to read some of these texts, preferably before
the lecture, in order to obtain a proper appreciation of the course.

A POLITICAL HISTORY OF CHINESE COMMUNISM Steve S.K. Chin, B.A. 184
(Chekiang), Research Officer, Center of Asian Studies, University of Hong Kong.
*Thursdays, 6.15-7.15 p.m., starting October 14, 1971. University Main Building.
24 meetings.* Fee: \$80

中國共產黨政治發展史

本課程以馬克思列寧主義思想為基礎討論中國共產黨的政治發展。扼要介紹辯證唯物主義在馬克思列寧主義思想中的核心作用與理論的結合實踐，以此來解釋馬克思列寧主義思想的實質，與其在中國實踐的基本策略。討論由抗日起，包括奪取政權，新民主主義、社會主義、文化大革命各階段的政治發展。

為着消除主觀偏見與加強理解，本課程採取教授與討論相結合的方式。在集中介紹某一主題的理論與資料以後，間以一節在講員誘導之下的互相討論。

主 講 人：金思愷先生。

講授語言：國語。

地 點：香港大學校本部。

時 間：一九七一年十月十四日起每星期四下午六時十五
分至七時十五分。

學 費：八十元。

See also:

Transportation and Politics (Page 52)

China and Communism (Page 53)

Science

Staff Tutor in Charge: Keith Sayer, B.Sc. (Manchester)
Telephone No.: H-468161 Ext. 451

- 185 CONSTRUCTION AND USE OF SIMPLE APPARATUS FOR PHYSICS TEACHERS**
R.F. Simpson, B.Sc., M.A.(Ed.), Ph.D., A.Inst.P., Senior Lecturer in Education, H.K.U. *Fridays, 5.30-7.30 p.m., starting October 1, 1971. Room 114 (Teaching Methods Laboratory), University Main Building. 10 meetings. Fee: \$175*

Can you produce a rainbow with polystyrene beads or construct a ticker timer to measure the acceleration due to gravity? Dr. Simpson who has been training science teachers in Hong Kong for 16 years is offering a practical course for secondary school physics teachers which will demonstrate these and a large number of other simple home made pieces of equipment.

The emphasis will be on experiments and demonstrations of the type suggested in the Nuffield physics programmes but adapted to meet local needs and resources. Participants will have an opportunity to make and try things out for themselves. Essential practical equipment will be provided and the services of a technician will be available.

There are no prerequisites for the course but numbers will be limited to 25.

Fee refund: Teachers of Physics at Certificate of Education level who wish to have their fees refunded by the Director of Education are required to complete an application form (obtainable from the Department of Extra-Mural Studies, University of Hong Kong) which must be returned directly to the Director of Education before the commencement of the course. This applies to all teachers whether in Government or private schools.

- 186 DRUGS TODAY: A GUIDE TO THE THERAPEUTIC JUNGLE** M.B. Roberts, M.A., D.Phil., M.B., B.S., Professor of Pharmacology, University of Hong Kong. *Wednesdays, 6.30-8.00 p.m., starting October 6, 1971. University Main Building. 10 meetings. Fee: \$50*

This series of lectures is aimed at the interested layman, teachers of biology, workers in hospitals, health and welfare departments, etc. It will stress the increasing importance of drugs in modern medicine and their impact on the community in general. Some of the topics to be covered are: from plant to pill; the growth of scientific pharmacology; the role of the pharmaceutical industry; the 'drug explosion'; why modern drugs are more effective; the uses and abuses of drugs; toxicity; addiction; future trends in drug research.

PHYSIOLOGY IN EVERYDAY LIFE Chi-Chin Liang, B.Sc.(Tsing Hua), Ph.D.
(Lond.). *Fridays, 5.45-7.15 p.m., starting October 1, 1971. Extra-Mural Town Centre.*
12 meetings. Fee: \$55

187

日 常 生 理 衛 生

本課程共十二講，每講一小時半，討論男女生育、疾病、老、死的生理問題，及日常衣、食、住、行、運動的衛生條件，最後檢討自然、社會環境和環境污染對人類的影響，和人類的適應方式。

主 講 人：梁其瑾博士。

講授語言：粵語。

時 間：一九七一年十月一日起每星期五下午五時四十五分至七時十五分。

地 點：香港大學校外課程部市區中心。

學 費：五十五元。

NUTRITION IN EVERYDAY LIFE Mrs. Elizabeth Ip, Dip.Dietetics (Perth), Dietician,
Queen Elizabeth Hospital. *Tuesdays, 2.30-4.00 p.m., starting September 28, 1971.*
Extra-Mural Town Centre. 12 meetings. Fee: \$55

188

日 常 營 養 學

本課程旨在介紹一般基本營養學知識，以應用于日常飲食生活，內容包括營養學之意義；食物之主要成份，脂肪蛋白質，維他命及礦物質對人體之功用；嬰兒，兒童，成人，孕婦及老年人所需要之營養；餐膳之計劃，如何利用食物來應付普通的不適，如胃病，過重，糖尿病等；食物營養素之保存方法及烹製時所引起之影響；並通過集體討論，糾正一般人對補品及其他食物之偏嗜與誤解。共十二講。

主 講 人：葉陳以利女士。

講授語言：粵語。

地 點：香港大學校外課程部市區中心。

時 間：一九七一年九月廿八日起每星期二下午二時三十分至四時。

學 費：五十五元。

火星的研究

對於火星的研究，過去幾年來，有令人驚異之進展，但其中仍有許多懸疑的問題，等待解答。一九七一年和一九七三年的火星大接近，當被視為二十世紀天文學上最重要事件之一。此課程共有十二講，內容包括下列各項，並有幻燈片介紹，專為天文愛好者及有興趣研究火星問題人士而設。

火星觀測和研究的意義	運河之謎
火星表面的特徵	太空時代火星的研究
兩極區域和極冠概況	火星目視觀測法
火星大氣的變化	火星攝影術
火星的衛星	

除上述各講外，另有戶外實測，觀測次數，將視天氣情況而定。

主 講 人：廖慶齊先生

講授語言：粵語

時 間：一九七一年十月一日起每星期五下午七時至八時。

地 點：香港大學校外課程部市區中心。

學 費：三十五元

天文觀測方法入門

此課程共分十四講，目的在介紹普通天文觀測方法，觀測範圍包括：

星座之認識	流星，慧星之觀測
星圖之使用	雙星，變星之觀測
太陽，月球，行星表面之觀測	星團，星雲之觀測

除上述十四講外，另有戶外觀測若干次，利用望遠鏡進行，觀察星空中一般現象，但觀測次數及日期時間，將視天氣情況而定。

主 講 人：廖慶齊先生

講授語言：粵語

地 點：香港大學校外課程部市區中心

時 間：一九七一年十月一日起每星期五下午八時十五分至九時四十五分。

學 費：六十五元

Public Lecture

公開講座

ARTISTIC POT PLANTS (BONSAI)

Mr. Wu Yee-sun, Chairman, Wing Lung Bank Ltd.

March, 1972, City Hall

This second lecture will emphasize the artistic aspects of bonsai and will be amply illustrated with slides. It will be delivered in Cantonese with English translation. The following topics will be discussed: origin and evolution; analysis of shapes and forms; techniques of rock-clinging plants; different styles of grouping; arrangement of landscapes.

盆 景 藝 術

本講座定於一九七二年三月初舉行，敦請永隆銀行董事長伍宜孫先生第二次演講盆景藝術（用粵語講述，全部英語翻譯），着重幻燈片詳細解釋，不設門券，歡迎各界蒞聽，題材如下：

- （一）盆栽古樹今昔風格。
- （二）盆栽古樹型格分析。
- （三）埤石技巧。
- （四）寄植（造林）各法。
- （五）盆景佈局。

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.

STUDY TOURS

(1) *STUDY TOUR TO CHINA*

It may be possible to arrange a Study Tour to China in the summer of 1972 for bona-fide extra-mural students and tutors. Those interested should write to the Director of Extra-Mural Studies stating which extra-mural course they are attending and giving full personal details. The tour will be limited to 35 people and will be open to both Chinese and expatriate extra-mural students.

(2) *STUDY TOUR TO INDIA*

It is hoped to arrange a two-week tour in late December or during Chinese New Year in February 1972 to visit some famous monuments of Hindu and Buddhist art in India. Courses are being offered dealing with Indian art (Courses 27, 28, & 29) and the tour will be led by the tutor. Interested persons are requested to apply for further details *before September 27, 1971.*

Please cut along this line

The Director,
Department of Extra-Mural Studies,
University of Hong Kong,
Hong Kong.

STUDY TOUR TO INDIA

Please send me particulars of the proposed Study Tour to India.

Name: (Mr./Mrs./Miss) _____
(in block letters)

Address: _____

Telephone: Home _____ Office _____

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。

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 cooperation is therefore invited in sending your application forms to the Department as soon as possible.

香港大學校外課程部

申請書填寫後附學費送交
香港大學校外課程部主任

繳費可用支票或現金，如用支票請以「香港大學」名義抬頭，并加橫線，逕寄本部。

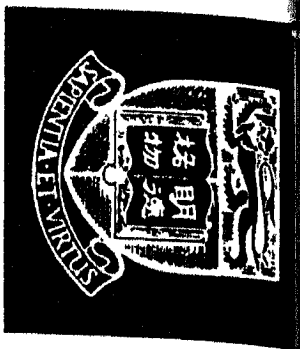
除非課程臨時取銷或改期，請依照公佈日期上課，本部不另通知。如報名申請未被接受，學費將退還；但課程⁵後，學費通常不能退還。

UNIVERSITY OF HONG KONG DEPARTMENT OF EXTRA-MURAL STUDIES

THE WHOLE OF THIS FORM TOGETHER WITH THE APPROPRIATE FEE SHOULD BE SENT TO THE DIRECTOR OF EXTRA MURAL STUDIES
THE UNIVERSITY OF HONG KONG

PAYMENT MAY BE MADE IN CASH OR BY CHEQUE AT THE UNIVERSITY OR BY POST
CHEQUES SHOULD BE CROSSED AND MADE PAYABLE TO "UNIVERSITY OF HONG KONG"

THE ISSUE OF AN ENROLMENT APPLICATION ACKNOWLEDGMENT DOES NOT OF ITSELF CONSTITUTE ACCEPTANCE OF THE APPLICATION, BUT IF YOU DO NOT HEAR OTHERWISE BEFORE A COURSE STARTS, YOU MAY ASSUME YOU HAVE BEEN ACCEPTED, IF FOR ANY REASON YOU ARE NOT ACCEPTED YOUR FEE WILL BE RETURNED, BUT OTHERWISE FEES ARE NOT NORMALLY REFUNDABLE.



Extra Mural Studies 校外課程

Application for Enrolment 報名申請書

每一申請書祇適用於一種課程

PLEASE USE A SEPARATE FORM FOR EACH COURSE

A

課程號碼
課程名稱
姓名

COURSE NO. _____ FEE ENCLOSED \$ _____
 COURSE NAME _____ 附學費
 CASH/CHEQUE NO. _____
 NAME in full (Mr./Mrs./Miss) English _____
 (in block letters—surname first)
 英文 _____
 Chinese _____
 中文 _____

What Extra Mural Courses have you previously attended?

姓名

NAME IN FULL (Mr./Mrs./Miss)

English _____
 英文 (in block letters—surname first)
 Chinese _____
 中文

通訊處

ADDRESS for correspondence _____

辦事處地址

OFFICE ADDRESS _____

電話

TELEPHONE NOS.

Home 住宅 _____

Office 辦事處 _____

B

國籍
職業
學歷

NATIONALITY _____
 OCCUPATION _____
 SCHOOL and highest class reached _____

Age 年齡 (please tick age group)

18-19
 20-29
 30-39
 40-49
 50-59
 over 60

大專學歷

HIGHER and/or FURTHER EDUCATION _____

DATE 日期 _____

SIGNATURE 簽字 _____

DATE

REG. NO.

COURSE NO.

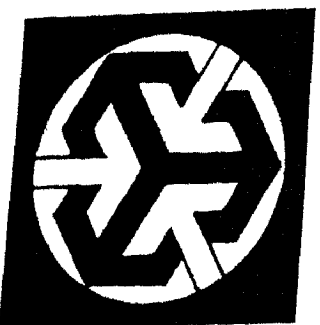
AMOUNT

DATE

REG. NO.

COURSE NO.

AMOUNT



Please complete this part if you require an acknowledgment of your application.

Note: This application acknowledgment is not complete without validation by official printing machine entry of the details at X above at the University or Town Centre office of the Department of Extra-Mural Studies, University of Hong Kong.

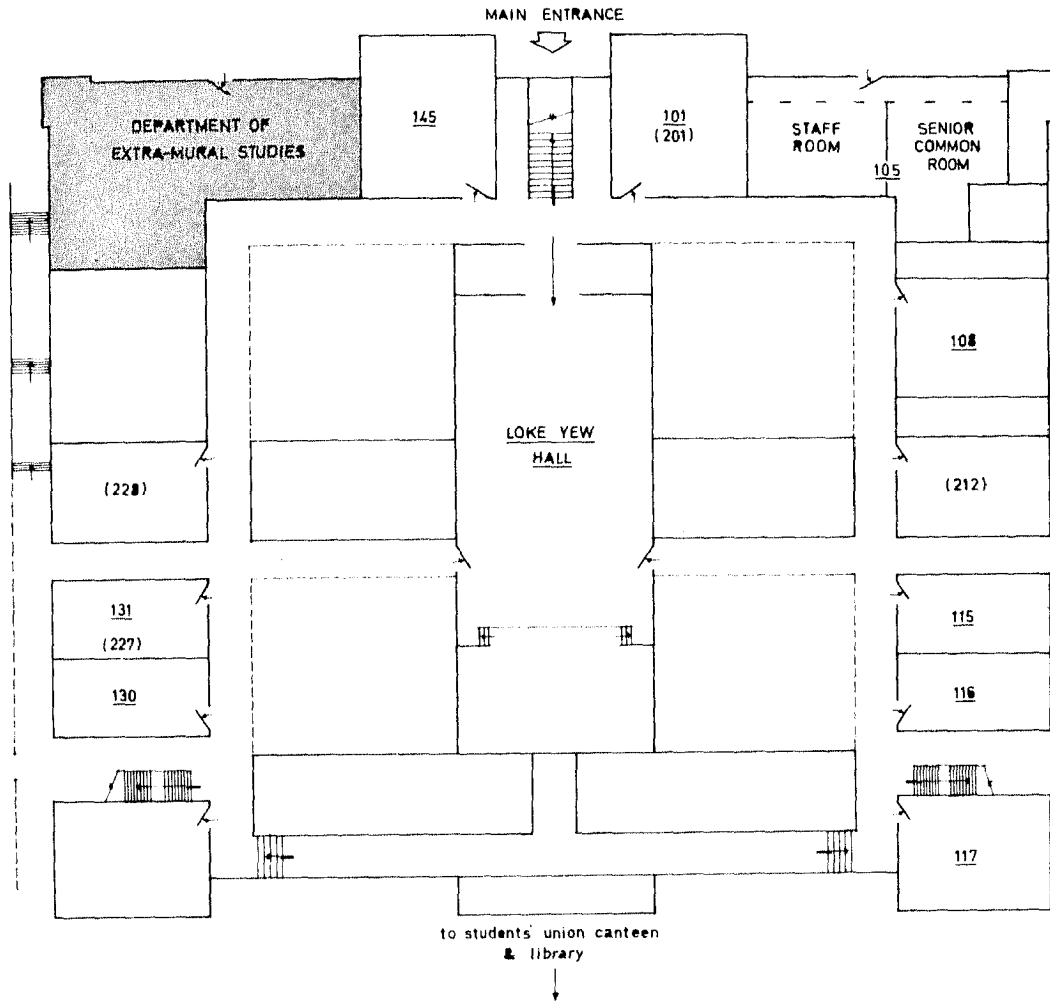
NAME
 FULL POSTAL
 ADDRESS

Fees are not refundable once the course has commenced.

Please see overleaf.

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.



HONG KONG PRINTING PRODUCTS CO.

TELEPHONE: H-615027 H-615479

香港大學校外課程手冊

一九七一至一九七二

PROSPECTUS 1971-72



Extra Mural Studies

University of Hong Kong