

香港大學校外課程手冊

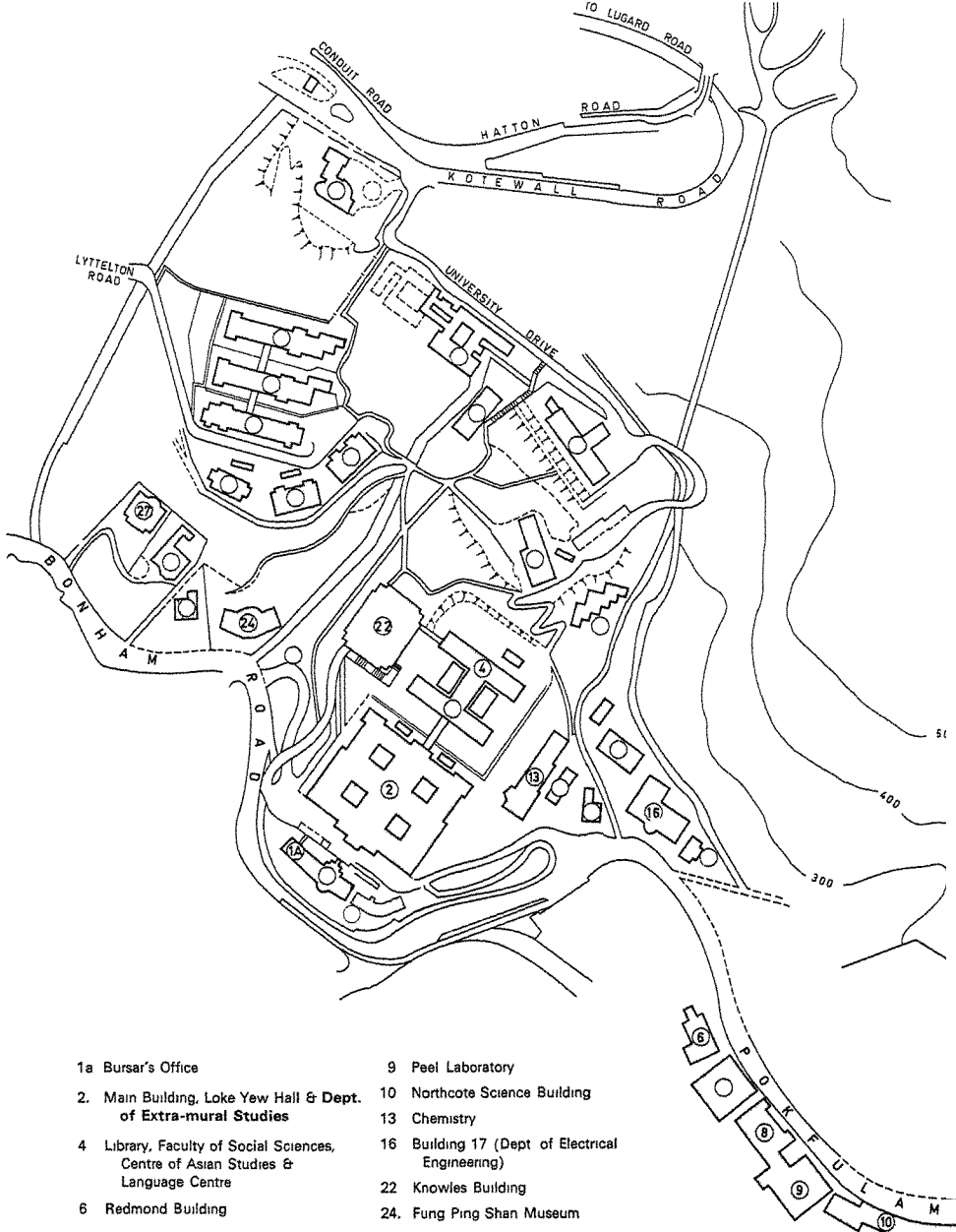
一九七二至一九七三年度

PROSPECTUS 1972 - 73



**Extra Mural Studies**

**University of Hong Kong**



- |  |  |
|--|--|
| 1a Bursar's Office   | 9 Peel Laboratory                                    |
| 2. Main Building, Loke Yew Hall & Dept. of Extra-mural Studies                   | 10 Northcote Science Building                        |
| 4 Library, Faculty of Social Sciences, Centre of Asian Studies & Language Centre | 13 Chemistry   |
| 6 Redmond Building   | 16 Building 17 (Dept of Electrical Engineering)      |
| 8 Duncan Sloss School of Engineering & Architecture                              | 22 Knowles Building                                  |
|  | 24. Fung Ping Shan Museum                            |
|  | 27 Chinese Language School (Tang Chi Ngong Building) |

**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**

**DIRECTOR**

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

**SENIOR STAFF TUTORS**

K. N. Vaid, *B.Sc. (Punjab), M.A. (Delhi), Dip.S.W.P. (The Hague)*  
D. J. H. Macintosh, *M.A. (Cantab.), P.G.C.E. (Lond.)*

**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.), Architect R.I.B.A., M.R.T.P.I.*  
T. W. Casey, *B.A. (Nott.)*  
Keith Sayer, *B.Sc. (Manc.)*  
Miss N. P. Lee, *B.A., Dip.Soc.St. (H.K.)*  
Neil Carr, *B.A. (Leic.), M.A. (W. Ontario), Dip.A.D. (Durh.)*  
J. P. Bensly, *B.A. (Oxford), M.A. (Reading)*  
J. Russell, *B.Sc. (Lond.), M.I.S.M.*

**ASSISTANT STAFF TUTOR**

Wilson W. S. Ng, *M.Sc., Dip. Applied Microbiol. (Strath.)*

**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.

## **SPECIAL COURSES**

The Department welcomes enquiries and requests from business organizations, government, voluntary bodies or private institutions for specially designed courses to meet their specific educational needs.

## 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: December 22, 1972 to January 2, 1973 inclusive (Christmas and New Year).  
February 2-8, 1973, inclusive (Lunar New Year).
4. Fees are not refundable once the course has commenced.
5. Certificate of Attendance are issued, on payment of 50 cents, to those who have attended not less than two-thirds of a course of at least 20 meetings in duration.
6. Closing date for enrolment: one week before the starting date of a course. Late enrolments may not be accepted.
7. For enquiries, please ring either 5-468161 Ext. 307 or 308, or 5-450021 (3 lines), during office hours.

## HOW TO ENROL

8. Complete the attached enrolment form and mail it to the Director, Department of Extra-Mural Studies, University of Hong Kong. Forms are also available on request. To ensure that a class can take place, the Department would appreciate early enrolment by applicants.
9. You should send your application form together with the appropriate fee either in the form of a postal order, money order or crossed cheque made out in favour of the UNIVERSITY OF HONG KONG.
10. You will be notified if you are not admitted because of 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: 5-468161 Ext. 307 or 308.
  - (ii) Extra-Mural Town Centre, Universal House, 11th Floor, 151 Des Voeux Road Central, Hong Kong. Tel: 5-450021 (3 lines) (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，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：一九七二年十二月廿二日至一九七三年一月二日。  
丁：農曆新年假期：一九七三年二月二日至八日。
4. 課程開始後，學費通常不能退回。
5. 凡課程在廿講以上而學員上課次數超過三分之二者，得向本部繳費五角後申請發給聽講證書。
6. 學員應於開課一星期前報名，過期報名可能不被接受。又任何課程額滿後，即隨時截止報名，故學員應儘早報名。
7. 本部詢問電話：5-468161（內線307或308）或5-450021（3線）。

## 報 名 手 續

8. 填妥附於本手冊之報名申請書後，逕寄香港大學校外課程部主任收。申請書可隨時向本部索取。
9. 繳費可用支票，銀行本票，或郵政滙票，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、香港大學校外課程部。  
薄扶林道香港大學正座地下（辦公時間內）。  
電話：5-468161（內線307或308）。  
乙、校外課程部市區中心。  
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）。（上午十時至下午八時）。  
電話：5-450021（3線）。

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# Archaeology

*Staff Tutor : Jon A. Prescott, Telephone 5-450021*

**21. A basic Course in Archaeology with Reference to Hong Kong.** S. M. Bard, M.B.,B.S. (H.K.), Chairman, Hong Kong Archaeology Society. *Wednesdays, 6.00-8.00 p.m., starting September 27, 1972. Extra-Mural Town Centre. 9 meetings plus 2 museum visits and 3 field trips. Fee: \$115*

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. The latter part of the course will outline the development of archaeology in Hong Kong and relate this to recent finds.

The course will include two museum visits and participation in three field work sessions of the Hong Kong Archaeology Society.

The cost does *not* include transport and personal expenses on the field trips.

*Enrolment is limited to 30 persons.*

**22. A Review of the Prehistory of Hong Kong.** James C. Y. Watt, M.A. (Oxon.). Curator, Art Gallery and Museum. Institute of Chinese Studies. Chinese University of Hong Kong. *Wednesdays, 6.00-8.00 p.m., starting December 6, 1972. Extra-Mural Town Centre. 3 meetings. Fee: \$30*

Mr. Watt will review the prehistory of Hong Kong as currently accepted in the light of recent research and various discoveries in mainland China and in S.E. Asia generally. Particular reference will be made to contributions to knowledge made by new material found in Thailand as well as the new ideas generated by mainland finds.

Preference will be given to those people who have attended Dr. Bard's basic course in this or previous years. Please state on your application if you have attended one of these courses.

*Enrolment will be limited to 25 persons to allow time for discussion.*

# Architecture & Planning

Staff Tutor : Jon A. Prescott, Telephone No. 5-450021

## ARCHITECTURE

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

**23. The Law and the Architect.** *Wednesday, 5.30-10.30 p.m., September 20, 1972. Club Lusitano, 11th floor, Duddell Street.* **Fee: \$40**

A series of papers and discussion on related topics involving the law and the position of the Architect within the professional framework.

The speakers will be as follows and the fee includes dinner, which will be served at 8.00 p.m. sharp, and a copy of the revised contract.

Peter W. Sanderson, F.R.I.C.S. *The Hong Kong Standard Form of Contract. Its recent modification as agreed between Contractors, Architects and Surveyors.*

Richard Griffin, A.I.Q.S., A.I.Arb. *Implied warranties and the Standard Form of Contract.*

John J. Swaine, Barrister at Law. *The legal aspects of limited liability.*

Bar service will be available from 5.30 p.m. and the first speaker will commence at 5.50 p.m.

**24. The Architect's Office Library.** *Christine F. Will, B.A. (Queensland), A.L.A.A. Mondays, 2.30-4.00 p.m., starting October 2, 1972. Extra-Mural Town Centre. 4 meetings plus 1 practical session in Technical Reference Bureau, School of Architecture.* **Fee: \$45**

Mrs. Will who is an associate of the Library Association of Australia has specialised in library work for Architects for many years. She will cover the organisation and establishment of a specialist architectural library, accessions, periodicals and trade materials, classification systems and their values, the best use of resources, and the relationship with outside reference facilities.

The course will be an essentially practical one designed for the particular circumstances of Hong Kong offices. Principals and their representatives are recommended to attend.

**25. The Computer as a Tool in the Building Industry.** R. Shamdasani, B.Eng., D.I.C., Ph.D. (Imperial College, London). *Wednesdays, 7.00–9.00 p.m., starting October 11, 1972. Extra-Mural Town Centre. 10 meetings plus visit to Computer Installation.* **Fee: \$175**

The course is planned for graduate engineers, architects and builders in order to illustrate the usefulness of the Computer as a tool in design and management. The lectures and discussions will cover computer fundamentals, the usefulness of existing programmes in Hong Kong but *not* programming. Use will be made of computer output.

This is essentially a practical course at the level of management for professional application. The cost includes use of computer time to provide runs for discussion.

## PLANNING

**26. Basic Planning Theory and Hong Kong Developments.** Chan Hung-kwan, M.A. (H.K.), M.T.C.P. (Syd.), Lo Chai-wan, M.A. (H.K.), M.Phil. (Lond.), A.M.T.P.I. and Pun Kwok-shing, M.A. (H.K.), M.T.C.P. (Syd.), M.R.A.P.I. *Fridays, 6.00–8.00 p.m., starting October 6, 1972. Extra-Mural Town Centre. 10 meetings plus 3 visits.* **Fee: \$120**

Recent developments in Planning theory will be related to present need in Hong Kong and the possible future development here. Planning systems and processes locally and elsewhere will be discussed prior to consideration of the various aspects of the practice of Town Planning in Hong Kong. Development control, the participation of the man in the street, existing law, government structure will form some of the topics involved. The course is aimed at interesting thinking citizens in the whole process of control of their environment.

**27. Macau and Hong Kong As Examples of City Form.** Jon A. Prescott, B.Arch., M.C.D., Architect R.I.B.A., M.R.T.P.I. *Tuesdays, 6.00–7.30 p.m., starting October 24, 1972. Extra-Mural Town Centre. 8 meetings.* **Fee: \$50**

The physical development of Macau and Hong Kong will be related to the history of the importance and traditions of these two cities since their founding. The physical expression of the demands of society at different periods is an open book for those who can read it. Macau the 'City of the name of God'. Hong Kong the trading port on its all important harbour. Historically, both produced physical environments of a high order. Hong Kong's historical form, now gone, has been replaced by a foretaste of high density city building which is maybe still to come elsewhere in Asia, and Macau's, in process of more gradual destruction, has become a victim of neglect and untutored desires to ape the shape of the new big city, Hong Kong.

The story of their development and change is laced with imported formal ideas of city growth as well as the direct result of local needs.

The lectures will be extensively illustrated with historical and recent slides.

**28. Macau and Hong Kong As Examples of City Form.** Jon A. Prescott, B.Arch., M.C.D., Architect R.I.B.A., M.R.T.P.I. *Thursdays, 2.30-4.00 p.m., starting October 19, 1972. Extra-Mural Town Centre. 8 meetings.* **Fee: \$50**

**29. The Impact of Mass Housing on the Environment.** B. F. Will, B.Arch., M.Urb. Studies (Queensland) and others. *Mondays, 6.00-7.30 p.m., starting October 9, 1972. Extra-Mural Town Centre. 10 meetings plus two site visits (at times to be determined by class).* **Fee: \$85**

A review of the past history and development of techniques of housing in Hong Kong will be assessed in the light of the pressures under which the programme was implemented. The impact of the existing situation on society will be discussed, the reactions of residents and the present social and physical patterns will be paralleled by an examination of the administrative and financial implications of the preconceived forms of the estates themselves. An attempt will be made to suggest future advances needed to correct past mistakes and some assessment of current problems arrived at. The course will be conducted mainly by Mr. Will but he will bring in a sociologist and other housing experts during the conduct of the meetings.

Preference will be given to those candidates whose work involves housing matters in Hong Kong.

*Enrolment will be limited to 20-25 to allow time for discussion.*

**30. The Environmental Revolution, Hong Kong.** Brian J. Hadland, Dip.Arch., Dip.T.P., Architect R.I.B.A., M.R.T.P.I., General Co-ordinator, *Tuesdays, 6.00-8.00 p.m., starting October 17, 1972. Extra-Mural Town Centre, fortnightly, 5 meetings in the Autumn Term and continuing in the Spring Term in a similar way.* **Fee: \$50**

A forum is proposed in the form of a series of seminars when papers will be delivered, films shown and discussion steered to the relationship of environmental problems in Hong Kong.

In Max Nicholson's words, 'It has been aptly said that one thing in the world is invincible—an idea whose time has come. Such an idea, in these days is the care of man's environment.'

Hong Kong has been fortunate to host since the 1960s, a series of international conferences on conservation and development, on the city, on human ecology. It has seen the establishment of Government committees on pollution, pressure groups like the Conservancy Association and the careful collection of knowledge in the surveys for Colonywide planning.

Conservation of the Environment involves many disciplines and all of us as individuals. This Forum is seen as a focus of present thinking in Hong Kong for Hong Kong.

The full programme for the coming term is available on application to the Department. The 'tuition' fee for the Forum includes refreshments.

# Art & Design

*Staff Tutor : Jon A. Prescott, Telephone 5-450021*

## **31. Certificate Course in Fundamentals of Art & Design**

An evening course extending over two years each of 3 terms of 10 weeks duration. Formal instruction is concentrated into three or three and a half evenings 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: \$900 per annum

*Enrolment is limited to 25 persons.*

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.

The syllabus outline is as follows:

1. Consideration and evaluation of Visual Criteria.
2. History of Western Art and Architecture with concentration on 19th and 20th centuries. History of Oriental Art and 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 Print-making.
7. Studio: Three Dimensional Studies ranging from Sculpture and Construction to Design problems.

The course consists of formal lectures, seminars and discussions and considerable studio work.

*Director of Studies :*

Jon A. Prescott, B.Arch., M.C.D., Architect R.I.B.A., M.R.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, Dip. Arch., Architect R.I.B.A.  
Sheila Chalton, N.D.D. (Model & Sculpt.), A.T.D. (Dist.)  
Chang, Juncan, A.D.Dip. Architect R.I.B.A.  
Cheung Yee, B.F.A.  
David W. Crowe, Dip. Arch., Architect R.I.B.A.  
Joan Farrar, B.F.A. (Chicago)  
Michael F. Griffith, A.T.D.  
R. Clemens, B.A. (Fine Art) Melbourne, Dip.Ed.  
Werner Hahn, Dip. Graphic Design (Fachoberschule Nirnberg)  
Erik Kvan, Cand. Theol. (Copenhagen)  
Tao Ho, B.A. (Williams), B.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)  
Elize Parkin, N.D.D., A.T.D. (Liverpool)  
Lawrence C. S. Tam, B.A. (Hons.) London, M.A.  
Richard Therou, B.Sc. (Indus. Design)  
B. S. Vaughan, D.C.  
Penny Wolfe, N.D.D. (Painting), A.T.D. (Hornsey)

For full details of the course arrangements, syllabus and any other information, please contact the Director of Studies, Tel. 5-450021 or c/o Extra-Mural Town Centre.

*Applications for Entry must be received before September 23, 1972 and candidates will be called for interview.*

*Instruction will commence during the week commencing October 9, 1972.*

### 32. Certificate Course in Graphic Design

An evening course extending over 2 years each of 3 terms of 10 weeks duration. Formal instruction will be concentrated into two or three evenings per week, but considerable additional private work will be necessary.

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

- (a) completed the foundation level course in Fundamentals of Art & Design, *OR*
- (b) are working in Graphic Design or Advertising and can show evidence of basic knowledge and ability in drawing and presentation techniques as will exempt them from the course mentioned 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 presentation techniques. Illustration. Print-making. Problem solving. Special Study.
- (2) A comprehensive study of Printing Technology.
- (3) Specification for various media. Processes of Production.
- (4) Principles & History of Graphic Design & Advertising. Communication through Design.
- (5) Photographic techniques and technology. Film as a media.
- (6) Agency Organisation. Professional Practice. Management.

Fee: \$1,000 per annum.

*Enrolment is limited to 20 persons.*

*Director of Studies :*

Jon A. Prescott, B.Arch., M.C.D., Architect R.I.B.A., M.R.T.P.I.

*Course Tutors & Visiting Critics :*

Neil Carr, N.D.D., B.A. (Econ.), M.A.

Werner Hahn, Dip. Graphic Design (Fachoberschule Nirnberg)

Simon Law, Dip. London School of Printing.

John Nye, Dip. Art (Fine Art), R.M.I.T., T.T.T.C. (Australia)

Pat. W. Printer, M.S.I.A., N.D.D.

Henry Steiner, M.F.A. (Yale)

*Applications for Entry must be received before September 30, 1972, and candidates will be called for interview.*

*Instruction will commence during the week commencing October 23, 1972.*



### 33. 室內設計應用營做法概論 (Interior Design)

主 講 人：張鎮堃先生。

講授語言：粵語。

地 點：香港大學校外課程部市區中心。

時 間：一九七二年十月十一日起，每星期三下午六時至七時卅分。共三十講。

學 費：二百四十元。

課程之主要目標在向執業室內設計及裝修工程的人士簡介營造法之概念。營造法式為其作業日常面對的問題，故應有明確的認識。室內設計者能夠了解其工作場所之樓宇結構與設備方式的原則，即不致造成損害原有建築物的錯誤。對樓宇設備各方面具有一般之知識，可以預測各專門工程的需要，預留應付的方法，避免工程上無謂的損失。

營造法之精微要點，為着意闡述之課題，使學者領悟優良構造之重要，能將其引用於室內裝修工程。

科目包括下列各項：

建築營造法：建築基礎緒論，穩定性，重量分佈，複雜地盤處理，打樁。不智之擾動。承重牆及桁架之結構。牆壁種類，間牆。門窗構造、防水、防風、隔熱、隔聲處理。樓梯構造，欄杆與安全。屋頂工程。防水、日晒影響與隔熱設備。防水封蓋之重要。擾動與不良好重修之後果。隔熱與隔聲工程原則，重修應注意要點。

結構工程大綱：工程原則及計算方式淺說。割拆之危險，過重及誤解「安全因數」之危險。何種情況須邀請工程師協助。

建築法規與防火條例：法定規律意義解釋。故意違例之危險。須邀請建築師協助之情況。

樓宇設備：潔具、渠管、水電、電梯，空氣調節等設備原則概論。

面層裝飾：油漆、灰水、樓面、牆紙、批擋、灰漿。材料種類與質地。造法。本課程專為現役室內設計及裝修工程執業成員而設。用粵語講述，必要時引用英文名詞，但皆輔以詳細解釋，及讀音指導。聽講者須作繪畫精良之筆記，及研究圖。

**Industrial Design**—*Preliminary Announcement of a Proposed Post-Graduate Course.*

Active investigation is proceeding into the feasibility of conducting an 8-term course in Industrial Design for graduates and others working in Industrial or Product Design with Hong Kong industry or who wish to take up this work now much required by Hong Kong.

Candidates will be sought who hold:

- (a) a first degree (or equivalent) in mechanical, electrical or production engineering; *OR*
- (b) a qualification of similar level in another branch of technology or science together with evidence of interest in engineering design. Preference would be given to entrants who have industrial experience; *OR*
- (c) a candidate having experience in Industry and no specific academic qualification in the above subjects, but whose general educational level and background make him an acceptable person capable of profiting from and contributing to the course.

Prepared with the assistance of the Hong Kong Industrial Design Council and the Federation of Hong Kong Industries, it is hoped that the course will commence in January 1973. It will be conducted at weekends, on one evening per week and possibly on a day release basis for one day per week, so that active interest and co-operation of industrialist employers would be necessary. Sponsorship in fact would be preferred.

The course will give emphasis to design values, rather than further acquisition of engineering knowledge.

The Industrial or Product Designer is classified as either a consultant or a staff employee who deals with engineering products; from small plastic, metal or wooden items to machines and apparatus for industrial users as well as electronic and scientific equipment. His contribution to the design process is to apply creative talent both to aesthetic and marketing considerations and to provide an understanding of the needs of the operator or user.

The proposed outline syllabus and detail particulars are available on request and all who might be interested are urged to contact the Department.

Possible candidates should please write to:

The Staff Tutor in Charge,  
Proposed Industrial Design Course,  
Department of Extra Mural Studies,  
University of Hong Kong.

## APPRECIATION

**34. Selected Artists & Art Movements of the First Half of the Twentieth Century.** Chairman: Jon A. Prescott, B.Arch., M.C.D., A.R.I.B.A., M.R.T.P.I. Organiser: Miss Martha Lesser, B.S. (N.Y.U.) *Tuesdays, 8.00–10.00 p.m., starting October 10, 1972. Extra-Mural Town Centre. 10 meetings.* **Fee: \$100**

Gombrich says there is no such thing as Art, there are only Artists. By means of a series of selected films and projected slides a series of French and German individual artists or art movements will be evaluated and discussed in the context of their social and political setting. Included will be Van Gogh, Cezanne, Bonnard, Chagall, Paul Klee, Kandinsky, Max Bechman and others.

A panel of four tutors will each week discuss the artists and movements and provide background information.

**35. Introduction to the Principles & Techniques of Art & Design.** R. Clemens, B.F.A. (Fine Art) (Melb.), Dip. Ed., Martha Lesser, B.S., (N.Y.U.), Jon A. Prescott, B.Arch., M.C.D. (Liv.), A.R.I.B.A., M.R.T.P.I. *Tuesdays and Thursdays, 9.30–10.30 a.m. and 10.45–12.45 p.m., starting October 10, 1972. Studio, University Hall, Pokfulam. 30 weeks.* **Fee: \$850**

The experience of previous years has shown that there is a real need for a grouped arrangement of courses which would give guidance to persons who wish to have a greater general understanding of the thinking of the artist as well as the rudiments of drawing and painting—extending to a visual understanding of basic three dimensional, sculptural or constructional problems. This course is intended to provide such an introductory package. It is not intended for the professional but for those who wish to pursue art studies for personal pleasure or discovery.

It will consist of,

(Lecture 9.30–10.30 a.m.)

1. Principles of 19th and 20th century Art.
2. Principles of 19th and 20th century Design.

(Studio 10.45–12.45 p.m.)

3. Principles of composition in two dimensions.
4. Outlines of various drawing techniques and methods.
5. Painting in various media.
6. Principles of composition in three dimensions.
7. Simple constructional and sculptural techniques.

*Enrolment is limited to 15 students.*

**36. Interior Design—Appreciation.** Ruth H. Addison, Dip.Arch., Architect R.I.B.A., General Co-ordinator, *Wednesdays, 2.30-4.00 p.m., starting October 11, 1972. Extra-Mural Town Centre and sites in Hong Kong and Kowloon. 10 meetings.* **Fee: \$150**

Lectures in appreciation of good design in interior work will be accompanied by a series of co-ordinated visits to manufacturers, agents and designers whose products are used in interior design and who manufacture especially for contracts.

The cost of the course does not include personal travel for such visits. Persons enrolling should be prepared to devote all of Wednesday afternoons to the series to allow for travelling time.

### **37. 藝術探索 (A Survey of Art)**

主 講 人：王無邪、呂壽琨、韓志勳、譚志成。

講授語言：粵語。

時 間：一九七二年十月一日起，每星期日正午十二時至下午一時卅分，共四十講（分四個學期，每學期十講）。

地 點：香港大學校外課程部市區中心。

學 費：一百卅五元。

本課程共分四部份：一、現代藝術探索。二、中國藝術導論。三、當代藝術探索。四、藝術與藝術家。此本為「基本繪畫」課程內之理論部份，亦將與該課程同時舉行。（請參閱基本繪畫、版畫、素描課程部份）

此課程將盡量利用視覺教材，使學員對現代藝術其源泉及發展獲一正確與廣博的認識，對中國藝術的研討涉及其中之基本藝術概念及東西方藝術觀念的聯繫。

限收二十名。

# PRACTICAL PRINTMAKING, DRAWING AND PAINTING

*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 the various media described. Instruction is individual as classes are restricted in size. Enrolment is open to students at different stages, beginners being particularly welcome.*

*Materials will be discussed at the initial meeting in each class and students must provide all materials necessary or buy the same through the department.*

*In cases where a model is used an additional fee will be charged.*

**38. Printmaking.** Miss Diane Hughes, Dip.A.D. (Camberwell), A.T.C. (Hornsey). *Fridays, 9.30-12.30 p.m., starting October 6, 1972. Studio, University Hall, Pokfulam. 20 meetings.* **Fee: \$200**

Various printmaking techniques and their potential will be discussed and experiments carried out in surface printing and pattern making prior to an introduction to wood block and lino cut techniques. A major feature of the course will be the use of the silk screen.

The student will be expected to provide all materials. A charge of \$15 per head will however be made to cover the cost of inks and rollers, etc.

Students will be preferred if they have a basic ability in drawing.

*Enrolment will be limited to 15 persons.*

**39. Drawing & Painting in Water Based Media.** Rosamund Brown. *Thursdays, 9.30 a.m.-12.00 noon, starting October 12, 1972. Extra Mural Town Centre. 12 meetings.* **Fee: \$100**

Rosamund Brown is an acknowledged expert in water based media whose paintings using bold techniques in watercolour and water based dyes are much sought after. This introductory course will concentrate on painting, though students will be involved in sketching from live subjects or 'landscape' as a source of ideas. The course will be followed by a further series next term if there is a demand.

#### 40. 基本繪畫 (Basic Painting Workshop)

主 講 人：王無邪、呂壽琨、韓志勳、譚志成。

講授語言：粵語。

地 點：香港大學校外課程部市區中心。

時 間：一九七二年十月一日起逢星期日上午十時至十二時。十二時至下午一時卅分及下午二時卅分至四時卅分。

學 費：八百元。

本課程為期四十星期，每星期三講，旨時溝通東西方藝術思想通過理論與實踐的配合，作為啟發現代中國藝術家之基礎。

課程大綱：

	畫室課程 (十時至十二時)	講授課程 (十二時至一時半)	畫室課程 (二時半至四時半)
第一學段	素描(一)	現代藝術探索	水墨畫(一)
第二學段	素描(二)	中國藝術導論	水墨畫(二)
第三學段	色彩概念	當代藝術探索	水墨畫(三)
第四學段	實驗設計	藝術與藝術家	水墨畫(四)

本課程冀於短短一年內。為學員奠定主要的藝術基礎，故參加者須於星期日全日上課，並須作課外練習。

名額限二十五人，申請者須經面試合格始被取錄，本講程設有半費助學金五名，由本課程之主講人所捐贈，乃專為協助有才能而無法繳納全費者。

詳情及申請表格可向香港大學校外課程部藝術及設計科主任索取。

# Economics & Statistics

Staff Tutor: Neil Carr, Telephone 5-468161 Ext. 304

## ECONOMICS

**41. An Introduction to Economics.** Laurence Pang, B.A. (H.K.).  
*Thursdays, 5.45-7.15 p.m., starting September 21, 1972. Extra Mural Town Centre. 16 meetings.* **Fee: \$80**

A series of lectures and discussions on economics designed for beginners. This course will serve as an introduction to the subject and will examine the ideas and practices behind contemporary economic policies, including issues of international trade. Examples will be based on Hong Kong.

**42. 經濟學概念與香港經濟**  
**(Basic Economics with Application to Hong Kong)**

主 講 人：陳坤耀碩士。

講授語言：粵語。

地 點：香港大學校本部。

時 間：一九七二年九月廿六日起每星期二下午六時十五分至七時十五分。

學 費：六十元。

本課程共十二講，主旨在介紹能應用於解釋經濟現象之基本經濟學理論。內容包括經濟制度，市場作用，所得，就業與成長，貨幣，銀行與貿易及經濟政策等。在整個課程中，上列各項目將為討論香港經濟之結構與效能的中心。

**43. Economics for Intermediate Examinations.** Ng Kwok-leung, B.A. (H.K.), Senior Statistician, Census and Statistics Department.  
*Thursdays, 6.45-8.15 p.m., starting September 28, 1972. Extra Mural Town Centre. 22 meetings.* **Fee: \$90**

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*, 5th Edition.

**44. International Trade and the Hong Kong Economy.** T. Y. Poon, B.A. (H.K.), Trade Officer, Commerce and Industry Department. *Thursdays 5.45-6.45 p.m., starting September 28, 1972. Extra Mural Town Centre. 10 meetings.* **Fee: \$40**

Output is increased with specialisation and exchange. If countries specialise in providing not only those commodities in which they have an absolute advantage but also those products in which they have the greater comparative advantage or the least comparative disadvantage, their joint output will be greater. This will entail exchange, and all those countries taking part in such trade will be better off. However, international trade is subject to such economic frictions that it requires special study. Topics will include: International trade and resource allocation; The Foreign Exchange Market and Balance of Payments Accounting; Trade Barriers and Economic Welfare; Customs Unions; and Free Trade Areas; GATT; EEC and EFTA; the Kennedy Round; Economic Growth; Foreign Trade Problems; UNCTAD and ECAFE.

## STATISTICS

**45. Economic Forecasting for Investment and Sales.** Mohan Phatak, B.Comm. (Poona), M.A. (Poona), M.A. (Rochester), Statistician Diploma (Indian Statistical Inst.), Lecturer in Economics, University of Hong Kong. *Fridays, 7.00-8.30 p.m., starting October 6, 1972. University Main Building. 10 meetings.* **Fee: \$75**

This is an appreciation course outlining a growing area of management science. The course covers the basic principles of data processing, as well as an appreciation of the role of statistical and operational research techniques in economic forecasting and management. There will be an emphasis on the use of these methods in such fields as sales analysis, the market environment, investment decisions, capital budgeting and planning for optimum growth of the firm.

### 46. 統計方法及應用 (Statistical Methods and Applications)

主 講 人：劉廼強先生。

講授語言：粵語。

地 點：香港大學校外課程部市區中心。

時 間：一九七二年九月廿六日起每星期二下午六時至七時。

學 費：九十元。

本課程打破傳統的單程講授方法，藉師生討論及解決實際問題，使學生能認識和應用基本的統計學方法，以解決其工作上所碰到比較常見的問題。課程將包括調查研究，圖表制作，概率論，統計推論，回歸及關係分析，時間序列，指數，品質管理等。但仍將根據學生工作上的需要及興趣，通過師生討論而決定；例題及習作亦由學生從實際經驗中提供。學生只需要有中五或以上的數學程度，及真正的學習熱誠。（共二十講）。

**Methods of Operational Research.** *Commencing March 1973.*



# Commerce

*Staff Tutor : T. W. Casey, Telephone 5-468161 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.*

## COMMERCE

**47. Export Documentation and Procedures.** Various tutors. *Fridays, 5.45-6.45 p.m., starting September 29, 1972. 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 Department of Extra-Mural Studies 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

**48. Public Relations.** N. G. R. Chesney. *Tuesdays, 6.00-7.00 p.m., starting October 10, 1972. Extra Mural Town Centre. 6 meetings. Fee: \$30*

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.

#### **49. 投資學(一) (Investment I)**

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：一九七二年九月廿七日起每星期三下午五時四十五分至六時四十五分。

學 費：五十五元。

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。

#### **投資學(二) (Investment II)**

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：一九七三年二月十四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。

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票之市價與盈利比率。個別行業之基本分析，買賣以及劃線表之走勢及技術性之研究。(共十四講)。

50. 銀行實務(一)  
(Practical Banking I)

主 講 人：陳天元先生。

講授語言：粵語。

地 點：香港大學校外課程部市區中心。

時 間：一九七二年九月廿五日起每星期一下午七時至  
八時。

學 費：四十五元。

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；匯款；押匯；信用證等。

銀行實務(二)  
(Practical Banking II)

主 講 人：陳天元先生。

講授語言：粵語。

地 點：香港大學校外課程部市區中心。

時 間：一九七三年二月十九日起每星期一下午七時至  
八時。

學 費：四十五元。

本課程共十二講，繼續講述銀行實務，特別注意進出口押匯及跟單商業信用證。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。

## ACCOUNTANCY

51. **General Accounting.** D. S. Sukheswalla, A.A.C.C.A., A.C.I.S.  
*Fridays, 5.45-7.15 p.m., starting October 6, 1972. Extra Mural Town  
Centre. 20 meetings.* **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.

Yorston, Smyth and Brown, *Accounting Fundamentals*, Law Book Co.

**52. Accountancy for Intermediate Examinations.** Marshall S. H. Mar, B.Comm., A.A.S.A. *Tuesdays, 7.00–8.30 p.m., starting September 26, 1972. Extra Mural Town Centre. 24 meetings.* **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 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 bookkeeping level. Only serious students will be admitted.

Recommended Reading:

Yorston, Smyth and Brown, *Accounting Fundamentals*, Law Book Co.  
Carter, *Advanced Accounts*, Pitman.

**53. Accountancy for Final Examinations.** D. S. Sukheswalla, A.A.C.C.A., A.C.I.S. *Fridays, 7.30–9.00 p.m., starting October 6, 1972. 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).

**54. Cost Accounting.** T. N. Adams, A.C.M.A. *Tuesdays, 8.00–9.30 p.m., starting October 3, 1972. 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.

**55. Auditing.** Andrew Y. K. Poon, A.C.A. *Wednesdays, 7.00-8.30 p.m., starting October 4, 1972. Extra Mural Town Centre. 22 meetings. 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.

**56. Taxation and Accounting Problems.** Charles Lo, Ll.B. (Lond.), A.A.S.A. *Tuesdays, 7.00-8.00 p.m., starting September 26, 1972. 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, 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 Island Revenue Ordinance.  
Hong Kong Tax Cases.

**57. Practical Aspects of Taxation.** J. K. S. Thong, F.A.C.C.A., F.C.I.S. *Fridays, 8.15-9.15 p.m., starting October 6, 1972. 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.

### **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.

## SHIPPING AND SHIPBROKING

*This series of courses has been drawn up in collaboration with the Hong Kong Branch of the Institute of Chartered Shipbrokers. Lectures are specifically related to the requirements of Part I and Part II Examinations for Associateship of the Institute. Whilst any person may apply to join the series, in cases of oversubscription to one of the courses preference will be given to students of the Local Branch of the Institute of Chartered Shipbrokers. It is not intended that this series of courses should cover all aspects of examination requirements for Part I and Part II of Associateship. For fuller details of examination requirements and qualification for membership candidates should contact the Hon. Secretary of the Hong Kong Branch of the Institute of Chartered Shipbrokers: Mr. W. G. Woollam, F.I.C.S., M.I.N., Jardine, Matheson & Co. Ltd., Jardine House, Hong Kong. (Telephone No. 5-250528).*

### *Associateship Part I*

**58. Principles of English Law.** R. F. H. Wong, LL.B., B.C.L., Barrister-at-Law, Lecturer in Law, University of Hong Kong. *Fridays, 7.00-8.30 p.m., starting September 22, 1972. Lecture Room South, 8/F., City Hall. 6 meetings. Fee: \$45*

The sources of law: Common Law, Statute Law, Equity. Structure of the Courts and the English Legal System. General Principles of Law of Contract: nature of contract, capacity, types of contract, formation, discharge, remedy for breach. The nature of Tort: the tort of negligence with reference to shipping. General Principles of Law of Agency: the creation and termination of agency: the legal relationship between principal, agents, and third parties.

### *Associateship Part II*

**59. Law of Carriage of Goods by Sea.** Robert S. K. Wong, LL.B., Hwang & Co., Hong Kong. *Fridays, 7.00-8.30 p.m., starting November 3, 1972. Lecture Room South, 8/F., City Hall. 6 meetings. Fee: \$45*

The Sale of Goods: Sale of Goods Act 1893: FOB, CIF, ex-ship contracts, stoppage in transitu. Contract of Affreightment, including rights, obligations and immunities at common law and under statute. Charter Parties and Bills of Lading: basic legal characteristics and applications, including time barring of actions. Statutes relevant to the Carriage of Goods by Sea, Merchant Shipping and Bills of Lading. Laytime demurrage, despatch money, freight and special clauses.

**60. Commercial Geography.** Wong Kam-Yeung, B.A., Demonstrator in Geography, University of Hong Kong. *Tuesdays, 6.00-7.30 p.m., starting January 9, 1973. Extra Mural Town Centre. 8 meetings. Fee: \$60*

Subjects to be considered in this course include the physical and economic elements of general world commercial geography such as climatic influences, physical settings, natural products and industrial regions. Discussion topics will also include the world's seaborne trade, routes and distances, reasons for the location and development of ports, canals, and navigable waterways.

**61. Shipbroking Practice.** Senior Members of the Institute of Chartered Shipbrokers (Hong Kong Branch). *Fridays, 7.00-8.30 p.m., starting January 5, 1973. Lecture Room South, 8/F., City Hall. 6 meetings. Fee: \$45*

Types of Dry Cargo Vessels and Tankers, including basic designs and constructional details: tonnages, methods of propulsion and capacity plans: general and specialised vessels for cargoes and trades. Types of Cargo, including methods of packing, stowage factors and requirements. Lloyds Register, duties of their Agents and Surveyors: abbreviations and their meanings: class requirements. Ships Agency Operations, including documentation, Customs and Dock Authority requirements, services to Master and crew, disbursement accounts, Agency correspondence, Bills of Lading, Statement of Facts, and General Average. Chartering: offer and counter-offer: types and standard forms of Charter-Parties: basic clauses contained in Drycargo, Tanker, Voyage and Time Charter Parties.

### *Associateship Part I*

**Structure of Commerce.** Neil Carr, B.A., M.A., Dip.A.D., *Fridays, 7.00-8.30 p.m., starting February 23, 1973. Lecture Room South, 8/F., City Hall. 6 meetings. Fee: \$45*

Subjects to be discussed in this course include the nature and scope of commercial activity, the main commercial functions, including exchange, transport and storage, finance, risk-bearing. Supply and demand, and their effect on price under conditions of competition and monopoly. Money, bills of exchange, methods of payment and foreign exchange. The balance of payments and International Trade. Banks and their main services. Business ownership, control, the provision of capital, its use and the relationship of capital, stock, turnover, expenses and profit.

# Management

*Staff Tutor : T. W. Casey, Telephone 5-468161 Ext. 305*

*The management courses offered by the Department fall into three 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 lecture-discussion 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.*
- 3. Those which require sustained study over a long period and lead to a particular qualification, such as the Diploma in Management Studies or the Certificate courses in Personnel Management, Hospital Administration or Social Welfare Administration.*

## *The Lions Management Loan Fund*

Through the generosity of the Lions International, District 303, the Department of Extra-Mural Studies is able to offer loans to cover the cost of fees in the Diploma in Management Studies and the Certificate in Personnel Management. For further details write to the Director of Extra-Mural Studies, University of Hong Kong.

## *Diploma in Management Studies*

The Department of Extra-Mural Studies is responsible for this two-year part-time day release Diploma which is offered to graduates or other suitably experienced and qualified candidates. Those selected will be expected to attend for two evenings per week and to be given release by their employers for one afternoon per week over the two year duration of the course. Further details of the content of this Diploma course may be obtained by writing to Mr. T. W. Casey, Department of Extra-Mural Studies, University of Hong Kong.



**62. Company Secretaryship.** J. K. S. Thong, F.A.C.C.A., F.C.I.S.  
*Fridays, 7.00–8.00 p.m., starting October 6, 1972. Extra Mural Town  
Centre. 24 meetings.* **Fee: \$80**

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.

**63. 企業人事管理概論  
(An Introduction to Personnel Management)**

主 講 人：王文敦碩士。

講授語言：粵語（學員自備參考書）。

地 點：香港大學校外課程部市區中心。

時 間：一九七二年九月廿八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。

本課程共十三講，主要內容包括企業人事管理各問題。例如：企業人事管理之要義；指導思想；管理組織；員工分類與薪工等級；員工之僱用；培訓；考績與考勤；獎懲；調動，挽留與離職；員工流動；勞資協商；員工福利等。

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，以及其他有興趣人工選讀。

**投資設廠研究  
(Industrial Investment)**

主 講 人：王文敦碩士。

講授語言：粵語（學員自備參考書）。

地 點：香港大學校外課程部市區中心。

時 間：一九七三年二月廿二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。

本課程共十三講，主要內容包括投資設廠各問題。例如：設廠計劃之編製；經營行業與主要產品種類的選擇；產品設計問題；工藝規程問題；生產規模問題；廠房型式之選擇與廠房設計；設廠地區，地址之選擇；工廠結構問題；車間組織設計；廠址總體設計等。

**64. Marketing.** Vincent Ng, B.S., M.B.A., M.S. (UCLA) and Francis K. Pan, D.C.S. (New York). *Tuesdays, 8.15-9.45 p.m., starting September 26, 1972. 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.

**65. An Introduction to Law for the Businessman.** Raymond Faulkner, B.A. (Cantab.), Barrister-at-Law, Lecturer in Law, University of Hong Kong. *Mondays, 8.15-9.45 p.m., starting September 25, 1972. Extra Mural Town Centre. 12 meetings.* **Fee: \$60**

This course is intended for businessmen for whom a knowledge of the Law as it relates to the various activities in a business enterprise would be useful or desirable. Subjects to be discussed include Company Law, Contract, and the Law relating to the employment of persons: law affecting the Sale of Goods, Hire and Purchase, Bills of Exchange and Contracts of Carriage. No previous knowledge of law will be assumed.

**Managerial Skills for the Technical Man.** *Commencing Spring 1973.*

**Starting A New Business Enterprise.** *Commencing Spring 1973.*

# Executive Development

*Staff Tutor : K. N. Vaid, Telephone 5-468161 Ext. 301*

## **66. Certificate in Personnel Management**

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

The 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 27, 1972 to May 23, 1973.

*Place* City Hall/Extra-Mural Town Centre.

*Time :* Every Wednesday from 5.45 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 75% of the meetings scheduled,  
— submit project reports based on field investigation.

*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.

*The enrolment is limited to 20 students.*

*Last date for application:* September 9, 1972.

Apply on a special form available free on request from the Department.

## 67. Certificate in Hospital Administration

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 27, 1972 to May 18, 1973.

*Place* : City Hall/Extra Mural Town Centre.

*Time* : Once a week from 5.45 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 75% of the meetings scheduled,  
— submit project reports based on field investigation.

### *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.

*The enrolment is limited to 15 students.*

*Last date for application:* September 9, 1972.

Apply on a special form available free on request from the Department.

## 68. Certificate in Social Welfare Administration

Hong Kong has an extensive network of social welfare services covering all aspects 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 the 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 basis.

*Duration:* September 27, 1972 to May 24, 1973.

*Place:* City Hall/Extra Mural Town Centre.

*Time:* Once a week from 5.45 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 75% of the meetings scheduled.
- submit project reports based on field investigation.

*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.

*The enrolment is limited to 20 students.*

*Last date for application:* September 9, 1972.

Apply on a special form available free on request from the Department.

# Education

*Staff Tutor* : C. K. Leung, *Telephone* 5-468161 *Ext.* 306

**69. Research Methods in 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. *Wednesdays, 5.30-7.00 p.m., starting October 11, 1972. Room 123, University Main Building. 20 meetings. Fee: \$120*

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. Full printed notes will be issued, exercises and sample projects distributed, and there will be ample opportunity for discussion of students' own research interests and problems.

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.

## **70. 瞭解學齡前的兒童 (二至六歲) (Understanding Pre-School Children)**

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：一九七二年十月十一日起每星期三下午五時四十五分至六時四十五分。共九講。

學 費：三十元。

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式。

**低能(智力)兒童的管教** 一九七三年春季開始。  
**(Understanding and Helping the Mentally Handicapped Child Commencing Spring 1973.)**

**Modern Educational Techniques: Topics for Practising Teachers**  
*Commencing Spring 1973.*

*See also :*

- 77. **English Teaching Techniques.** (Page 43)
- 78. **Literary Appreciation for Teachers.** (Page 43)
- 123. **Secondary School Mathematics for Teachers.** (Page 59)
- 146. **家有學齡兒童 Living with Your Children.** (Page 66)
- 148. **Living with Your Children.** (Page 67)
- 151. **A Problem-Solving Approach To Sixth-Form Analytical Chemistry.** (Page 68)

### UNIVERSITY ENTRANCE

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

‘A mature person without formal academic qualifications who is aged 30 or over on September 1 of the year in which admission is sought may be exempted completely from University entrance requirements but shall not be eligible for admission to the Faculty of Medicine.’

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

# Engineering

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

## NON-CERTIFICATE COURSES

**71. Electromechanical Energy Conversion.** W. F. Ma, M.Sc. (Eng.) (HK), Lecturer in Electrical Engineering, University of Hong Kong. *Fridays, 7.00-9.15 p.m., starting October 6, 1972. Lecture Room, Department of Electrical Engineering, University of Hong Kong. 10 meetings.*

**Fee: \$90**

Outline of syllabus: Analysis of generators and motors of the synchronous, induction and commutator types; conventional and generalised treatments.

It is assumed that applicants have reached CEI Part I standard or equivalent.

**72. Controlled Power Conversion.** S. K. Tso, B.Sc. (Eng.) (H.K.), M.Sc., Ph.D. (Birm.), C.Eng., M.I.E.E., Lecturer in Electrical Engineering, University of Hong Kong. *Fridays, January 5, 1973. Lecture Room, Department of Electrical Engineering, University of Hong Kong. 8 meetings.*

**Fee: \$75**

Outline of syllabus: Implementation and control of a.c./d.c. rectification, d.c./a.c. inversion, a.c./a.c. frequency changing and d.c./d.c. transformation; rotating and static conversion devices; industrial applications.

It is assumed that applicants have reached CEI Part I standard or equivalent.

**Introduction to Microelectronics.** *Commencing February 1973.*



## 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.*

### 73. Certificate Course in Industrial Engineering

*Tuesdays and Thursdays, 7.00–9.15 p.m., starting September 28, 1972. 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).

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.

P. I. F. Niem, B.Sc. Tech., Ph.D. (Manc.), C.Eng., M.I.Chem.E., 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 provided 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, 1972.

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

*Outline of Syllabus:* Production Planning & Control; Inventory Control; Quality Control; Plant Layout & Materials Handling; Method Engineering; Cost Analysis; Statistics & Operational Research; Introduction to Digital Computer; Value Engineering; & Industrial Management.

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

## 74. Certificate Course in Air-Conditioning Engineering

*Tuesdays and Fridays 5.45–8.00 p.m., starting September 29, 1972. Peel Laboratory, Department of Mechanical Engineering, University of Hong Kong. 45 lectures and 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 15, 1972.

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

### *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 & Lay-out

*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.*

## 75. Certificate Course in Fundamentals of Digital Computers

*Wesnesdays, 6.30–8.45 p.m., starting September 27, 1972. Lecture Room and 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.), Ph.D., 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).  
F. K. Lam, B.Sc. (Eng.), (HK), M.Sc. (Lough), C.Eng., M.I.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 20, 1972.

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

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

### *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.

## 76. Certificate Course in Applied Transistor Electronics

*Thursdays, 6.30–8.45 p.m., starting September 28, 1972. Lecture Room and 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.), Ph.D., 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).  
M. T. Brian, M.Sc., Ph.D. (Birm.), M.Inst.P., Lecturer in Electrical Engineering, University of Hong Kong.  
F. K. Lam, B.Sc. (Eng.), (HK), M.Sc. (Lough), C.Eng., M.I.E.E., 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 19, 1972.

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 and 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* : D. J. H. Macintosh, *Telephone* 5-456443

## ENGLISH FOR TEACHERS

**77. 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 October 3, 1972. University Main Building. 12 meetings.* **Fee: \$80**

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 language 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.

**78. Literary Appreciation for Teachers.** Miss Gillian Workman, B.A., M.Litt. (Bristol), Lecturer in English, University of Hong Kong. *Thursdays, 6.30-7.30 p.m., starting October 12, 1972. University Main Building. 8 meetings.* **Fee: \$45**

Tuition will be provided in literary appreciation, particularly with the needs of teachers in mind, and the tutor will advise on how to analyse given texts which may include some of those currently being studied in schools, e.g. 'New Choice'. This course is not, however, intended to provide tuition in teaching techniques nor take the place of the teachers' own initiative.

**FEE REFUND:** Teachers of English at Advanced or Certificate of Education levels attending either or both of these two courses 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.

## ENGLISH SPEECH

**79. Intonation and Idiomatic English.** Raymond Huang, M.A. (Leeds), I.P.A.Cert.Phon., P.G.E.Ed., L.R.A.M., L.T.C.L. (London). *Mondays, 7.00–8.30 p.m., starting September 25, 1972. City Hall, Committee Room South. 16 meetings.* **Fee: \$100**

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.

## ENGLISH IN TRANSLATION

The importance of English/Chinese and Chinese/English translation is daily becoming more evident. The Department of Extra-Mural Studies therefore offers courses in this skill at two levels. The first of these is intended for those who have had little or no experience of it and the second for those who have completed the first course satisfactorily or who have had a certain amount of experience. In both courses the teaching will be directly related to the translation needs of Hong Kong, and in the second course considerable attention will be paid to the translation of technical and legal terms.

On completion of the first course students may sit a test which, if they pass satisfactorily, will qualify them to proceed to the second course. Those who complete both courses consecutively may apply for a Certificate of Attendance.

All applicants are expected to have a good knowledge of English and Cantonese and/or Mandarin. Applicants holding the Department's Certificate in the Use of English and/or in the Use of English for Commercial Practice are ideally qualified for these courses.

**80. English in Translation I.** Jao Yu Wei, M.A. (Edin.). *Mondays, 6.30–8.00 p.m., starting September 25, 1972. University Main Building. 16 meetings.* **Fee: \$100**

**81. English in Translation II.** Jao Yu Wei, M.A. (Edin.). *Wednesdays, 6.30–8.00 p.m., starting September 27, 1972. University Main Building. 16 meetings.* **Fee: \$100**

## 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 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 and may be by selection of those best qualified to benefit from the courses. Preference will be given to applicants attending a Use of English course or those who have completed one.

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

### **Spoken English I. 10 meetings.**

**82.** *Tuesdays, 6.30-8.00 p.m., starting October 10, 1972.* **Fee: \$45**

**83.** *Thursdays, 6.30-8.00 p.m., starting October 12, 1972.* **Fee: \$45**

### **Spoken English II. 10 meetings.**

**84.** *Fridays, 6.30-8.00 p.m., starting October 13, 1972.* **Fee: \$45**

## 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 at First and Second Year level for those who wish to improve their English for everyday purposes and, at Second Year level only, there are also courses in English for Commercial Practice which 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 second 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 be also 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 6.15 p.m., Extra Mural Town Centre, Universal House, 11th floor, 151, Des Voeux Road Central. (Entrance from Gilman Street opposite International Building):

30th August, 1972;	14th September, 1972;
4th September, 1972;	18th September, 1972;
11th September, 1972;	22nd September, 1972.

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

31st August, 1972;	18th September, 1972;
6th September, 1972;	21st September, 1972.
13th September, 1972;	

*Note:* As enrolment cannot be confirmed until after Grading Test papers have been marked, it is essential that applicants take the Grading Test as soon as possible after applying. **EARLY APPLICATION IS STRONGLY ADVISED.**

### *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.

Students are advised to apply for a place in a First Year course and then when they completed this satisfactorily, they will be eligible to enter the Second Year in the following year. However, those who consider themselves adequately qualified and who pass the Grading Test sufficiently well may enter the Second Year direct.

After completing a First or Second Year course satisfactorily students may apply for a place in a Second Year course in the Use of English for Commercial Practice if they wish to.

On completion of the Second Year students may sit the examination leading to the award of the Department's Certificate in the Use of English.



## First Year

### A. *In Hong Kong*

Course No. At Hong Kong University.

85. Mondays & Wednesdays, 6.30-8.00 p.m.,  
starting October 2, 1972. 50 meetings.  
Composite Fee (Tuition and Examination): **\$200.**
86. Tuesdays & Thursdays, 6.30-8.00 p.m.,  
starting October 3, 1972. 50 meetings.  
Composite Fee (Tuition and Examination): **\$200.**
87. Wednesdays & Fridays, 6.30-8.00 p.m.,  
starting October 4, 1972. 50 meetings.  
Composite Fee (Tuition and Examination): **\$200.**

At Wah Yan College, Queen's Road East.

88. Mondays & Wednesdays, 6.15-7.45 p.m.,  
starting October 9, 1972. 50 meetings.  
Composite Fee (Tuition and Examination): **\$200.**
89. Tuesdays & Thursdays, 6.15-7.45 p.m.,  
starting October 10, 1972. 50 meetings.  
Composite Fee (Tuition and Examination): **\$200.**

### B. *In Kowloon*

At Wah Yan College, Waterloo Road.

90. Mondays & Wednesdays, 6.15-7.45 p.m.,  
starting October 4, 1972. 50 meetings.  
Composite Fee (Tuition and Examination): **\$200.**
91. Tuesdays & Thursdays, 6.15-7.45 p.m.,  
starting October 5, 1972. 50 meetings.  
Composite Fee (Tuition and Examination): **\$200.**

At the Hong Kong Baptist College, Waterloo Road.

92. Mondays & Wednesdays, 6.30-8.00 p.m.,  
starting October 4, 1972. 50 meetings.  
Composite Fee (Tuition and Examination): **\$200.**

## Second Year

### A. *In Hong Kong*

At Hong Kong University.

93. Mondays & Wednesdays, 6.30-8.00 p.m.,  
starting October 2, 1972. 50 meetings.  
Composite Fee (Tuition and Examination): **\$200.**
94. Tuesdays & Thursdays, 6.30-8.00 p.m.,  
starting October 3, 1972. 50 meetings.  
Composite Fee (Tuition and Examination): **\$200.**

At Wah Yan College, Queen's Road East.

95. Tuesdays & Thursdays, 6.15-7.45 p.m.,  
starting October 10, 1972. 50 meetings.  
Composite Fee (Tuition and Examination): **\$200.**

B. *In Kowloon*

At Wah Yan College, Waterloo Road.

96. Mondays & Wednesdays, 6.15-7.45 p.m.,  
starting October 4, 1972. 50 meetings.  
Composite Fee (Tuition and Examination): **\$200.**

At the Hong Kong Baptist College, Waterloo Road.

97. Tuesdays & Thursdays, 6.30-8.00 p.m.,  
starting October 5, 1972. 50 meetings.  
Composite Fee (Tuition and Examination): **\$200.**

### **Commercial Practice Courses**

These courses are offered at Second Year level only and all new applicants are asked to take a special entrance test for them on one of the dates already indicated. Applicants who have already completed a First Year course satisfactorily may enrol without taking any further test.

Intensive tuition will be provided in the English skills most commonly needed in offices and other commercial situations. Attention will also be paid to improving the students' general English and oral skills. The syllabus will include the following:

- commercial correspondence;
- the writing of notes from written material;
- note-taking from oral material;
- the writing of memoranda;
- the writing of minutes;
- the writing of reports;
- comprehension of commercial and general texts.

These courses are ideally suited to the needs of those who are preparing for the Intermediate Examination of the Chartered Institute of Secretaries and other commercial examinations requiring competence in English.

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

On completion of these courses students may sit an examination leading to the award of the Department's Certificate in the Use of English for Commercial Practice.

## Second Year

### A. *In Hong Kong*

Course No. At Hong Kong University.

**98.** Mondays & Wednesdays, 6.30–8.00 p.m.,  
starting October 2, 1972. 50 meetings.  
Composite Fee (Tuition and Examination): **\$200.**

**99.** Tuesdays & Thursdays, 6.30–8.00 p.m.,  
starting October 3, 1972. 50 meetings.  
Composite Fee (Tuition and Examination): **\$200.**

At Wah Yan College, Queen's Road East.

**100.** Mondays & Wednesdays, 6.15–7.45 p.m.,  
starting October 9, 1972. 50 meetings.  
Composite Fee (Tuition and Examination): **\$200.**

**101.** Tuesdays & Thursdays, 6.15–7.45 p.m.,  
starting October 10, 1972. 50 meetings.  
Composite Fee (Tuition and Examination): **\$200.**

### B. *In Kowloon*

At Wah Yan College, Waterloo Road.

**102.** Mondays & Wednesdays, 6.15–7.45 p.m.,  
starting October 4, 1972. 50 meetings.  
Composite Fee (Tuition and Examination): **\$200.**

**103.** Tuesdays & Thursdays, 6.15–7.45 p.m.,  
starting October 5, 1972. 50 meetings.  
Composite Fee (Tuition and Examination): **\$200.**

# European Languages & Literature

Staff Tutor : D. J. H. Macintosh, Telephone 5-456443

**104. Spanish I.** F. V. Borboa, B.S. (Mexico). *Wednesdays and Fridays, 7.00-8.00 p.m., starting September 27, 1972. City Hall Committee Room North. 60 meetings.* **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.

Textbooks: *El Espagnol Al Dia, Book I.*

**105. Spanish II.** F. V. Borboa, B.S. (Mexico). *Wednesdays and Fridays, 8.00-9.00 p.m., starting September 27, 1972. City Hall Committee Room North. 50 meetings.* **Fee: \$280**

Although this is primarily a continuation course for those who have already completed the previous Spanish I course, it will also be 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: *El Espagnol Al Dia, Book II.*

**106. Modern French Literature II.** P. Brunon, Ph.D. (Paris), French Cultural Attaché. *Tuesdays, 6.30-8.00 p.m., starting September 26, 1972. University Main Building. 10 meetings.* **Fee: \$60**

Ce cours portera sur la littérature en France depuis 1945: nouveau roman, nouveau théâtre, poésie actuelle, aspects de la littérature francophone, oeuvres traduites de langues étrangères.

Ce 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 : C. K. Leung, Telephone 468161 Ext. 306*

**107. China—Its Land and People.** C. K. Leung, M.A. (H.K.), *Fridays, 5.30–7.00 p.m., starting October 6, 1972. Extra Mural Town Centre. 10 meetings.* **Fee: \$60**

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.

**108. Elementary Photogrammetry.** C. P. Lo, M.A. (H.K.), Ph.D. (Glas.), Lecturer in Geography, University of Hong Kong. *Wednesdays, 6.15–7.15 p.m., starting October 25, 1972. Room 240, University Main Building. 8 meetings.* **Fee: \$40**

This course discusses the basic theory of photogrammetry which is involved in the production of small to medium scale topographical maps. Thus, it covers such topics as aerial cameras, films, geometry of aerial photographs, stereoscopy, parallax, rectification, simple plotting methods, and the theory and use of stereoplotting machines.

Priority will be given to professional surveyors, cartographers, engineers and geographers. *Enrolment is limited to 30 persons.*

**109. Geography in the Field.** K. C. Lam, B.A. (H.K.) and K. Y. Wong, B.A. (H.K.), Department of Geography & Geology, University of Hong Kong. *Thursdays, 7.30–8.30 p.m., starting October 19, 1972. University Main Building. 12 meetings including 6 Saturday/Sunday field trips.* **Fee: \$70**

With emphasis on both physical and human, especially urban, geography in the field, this course will include 6 lectures and 6 field trips equally divided between the two branches of geography. Places for field study are, tentatively, Nim Wan; Downtown Kowloon; Silver Mine Bay; Kwun Tong; Tai Lam Chung; Hong Kong Island South.

The course fee does not include expenses incurred on the excursions. Participants should be physically fit and capable of long walk, climbing and hiking.

*Enrolment is limited to 25 persons.*

**110. 都市社會研究方法入門**  
**(Introduction to Urban Social Survey Methods)**

主 講 人：馮志強先生。

講授語言：粵語。

地 點：香港大學校外課程部市區中心。

時 間：一九七二年十月廿三日起每星期一下午八時至  
九時三十分。共六講。

學 費：三十五元。

都市社會研究方法是近年來應用最廣、發展最速的學科之一，它在都市地理學和社會學上的應用尤為普遍。為使一般人仕對都市社會研究工作有較深認識，本課程內容將包括都市社會研究的形式，步驟和方法。在實際研究工作上遇到的困難和它的解決辦法，都在討論範圍之內。

適合地理預科教師、社會學工作者、和一般對都市社會有興趣人仕。限收二十五名。

**統計地理學** 一九七三年春季開始。  
*(Statistical Geography. Commencing Spring 1973.)*

*See also :*

- 26. **Basic Planning Theory and Hong Kong Development.** (Page 10)
- 27. **Macau and Hong Kong as Examples of City Form.** (Page 10)
- 30. **The Environmental Revolution, Hong Kong.** (Page 11)
- 60. **Commercial Geography.** (Page 28)
- 157. **Introduction to Observational Astronomy.** (Page 71)
- 158. **天文攝影術要訣 Astronomical Photography for Amateurs.**  
(Page 71)

# Housing Management

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

## **III. 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 1973-74 must be submitted between March 1 and May 1, 1973. Preference will be given to applicants sponsored by their employers.

*See also:*

**29. The Impact of Mass Housing on the Environment (Page 11)**

# Law

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

*The courses in this section are designed to be of assistance to those preparing for the London University External LL.B., Solicitor and Bar Examinations and such professional examinations as the 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.*

**112. Company Law and Partnership.** Alan H. Smith, LL.B. (Brist.), LL.B. (Brist.), LL.M. (Lond.), Lecturers in Law, University of Hong Kong. *Wednesdays, 6.30-8.00 p.m., starting October 11, 1972. University Main Building. 20 meetings.* **Fee: \$110**

The course will be divided into the following two parts:

*Part One* : 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.

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

**113. English Mercantile Law.** R. A. Field, LL.B. (Brist.), LL.M. (Lond.), Lecturer in Law, University of Hong Kong. *Mondays, 6.15-7.15 p.m., starting September 25, 1972. University Main Building. 30 meetings.* **Fee: \$110**

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.



**114. Principles of English Law.** R. F. H. Wong, LL.B., B.C.L., Barrister-at-Law of the Lincoln's Inn, Lecturer in Law, University of Hong Kong. *Thursdays, 6.15-8.30 p.m., starting September 28, 1972. 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*.

*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.*

**115. 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 25, 1972. University Main Building. 30 meetings.* **Fee: \$110**

**116. Criminal Law.** Brian T. Caird, LL.B. (New Zealand), Crown Counsel. *Mondays, 7.30-8.30 p.m., starting September 25, 1972. University Main Building. 30 meetings.* **Fee: \$110**

**117. English Legal System.** Frank Wong, B.A., Dip.Ed. (H.K.), M.A. (Syracuse), Barrister-at-Law, Inner Temple. *Thursdays, 6.15-7.15 p.m., starting September 28, 1972. University Main Building. 30 meetings.* **Fee: \$110**

**118. Law of Contract.** L. Pegg, LL.B. (Birm.), Cert.Ed. (Leeds), Lecturer in Law, University of Hong Kong. *Thursdays, 7.30-8.30 p.m., starting September 28, 1972. University Main Building. 30 meetings.* **Fee: \$110**

**119. 住客與業主  
(Landlord and Tenant)**

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：一九七二年九月廿八日起每星期四下午五時卅分至七時。

學 費：三十元。

本課程共六講，目的在使市民認識香港現行法律對業主和住客的保障，着重說明土地支配權及樓宇的買賣手續。

**120. 香港婚姻法**  
**(Family Law)**

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：一九七二年十一月九日起每星期四下午五時  
分至七時。

學 費：三十元。

本課程共六講，旨在闡述香港有關家庭的法例，如婚姻法、離婚法，和收養兒女法等等。其中有關離婚法例部份，主要將一九七二年兩個與婚姻訴訟有關的修訂法案作一簡單說明和比較舊的離婚法例。離婚所引起的財產問題，子女問題，和其他經濟問題，都在本課程討論範圍之內。

*See also :*

23. **The Law and the Architect.** (Page 9)

65. **An Introduction to Law for the Businessman.** (Page 32)

**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 : Mrs. Priscilla Tso, Telephone 5-468161 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 1973 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.*

**121. Librarianship: Intermediate Part I Course.** *Tuesdays and Fridays, 6.15-8.30 p.m., starting September 22, 1972. University Main Building, 76 Lectures, twice weekly (2 hours each session), 9 sessions Practical Work (3 hours each).* **Fee: \$600**

*Tutors :* Miss L. B. Kan, B.Sc. (H.K.), M.A., M.L.S. (Calif.), Ph.D. (H.K.), Deputy Librarian, H.K.U. (Tutor-in-Charge).  
Miss Colleen Cheung, B.A., Dip.Ed. (H.K.), 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. (H.K.), 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. Christine Will, B.Arts (Queensland), A.L.A.A.

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 1973.

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.

*Closing date for applications :* September 15, 1972.

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

**122. Certificate Course for Library Assistants.** *Mondays and Thursdays, 6.15-7.45 p.m., starting September 14, 1972. University Main Building.*

*Tutors:* Miss L. B. Kan, B.Sc. (H.K.), M.A., M.L.S. (Calif.), Ph.D. (H.K.) Deputy Librarian, H.K.U. (Tutor-in-Charge).  
Miss Colleen Cheung, B.A., Dip.Ed. (H.K.), A.L.A., Asst. Librarian, University of Hong Kong.  
Mrs. W. Steynberg, A.S.A.L.A., Librarian, Fisheries Research Station.  
Mrs. Christine Will, B.Arts (Queensland), A.L.A.A.

The course consists of four sections:

Part 1: Library Routines & Methods	
No. of Meetings: 34	<b>Fee: \$150</b>
Part 2: General Library Principles & Practice	
No. of Meetings: 15	<b>Fee: \$75</b>
Part 3: Children's Libraries—including school libraries	
No. of Meetings: 8	<b>Fee: \$50</b>
Part 4: Practical Work & Visits to Libraries	<b>Fee: \$160</b>
Time: November 4, 11, 18 & 25 (afternoons only); April 18, 19, 24, 25 (9 a.m.-12 noon; 2-5 p.m.); April 26 (morning only); May 12, 19 (afternoons only).	

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 8, 1972.

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 16, 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 : Mrs. Priscilla Tso, Telephone 5-468161 Ext. 303*

**123. Secondary School Mathematics for Teachers (I).** Ho Siu Lun, B.Sc. (Lond.), A.F.I.M.A., and Tsui See Ming, B.A., Dip.Ed. (H.K.). *Fridays, 6.15-7.45 p.m., starting September 29, 1972. University Main Building. 12 meetings.* **Fee: \$60**

This course is designed as a refresher course for teachers teaching Modern Mathematics at Form One and Form Two levels. Each meeting will start with a brief introduction to a mathematical topic followed by a detailed discussion on matters arising from textbooks used in schools.

A separate course for teachers of Form 3, 4 and 5 will be offered in the Spring.

**124. Modern Mathematics for Parents.** Tsui See Ming, B.A., Dip.Ed. (H.K.). *Thursdays, 7.00-8.00 p.m., starting October 5, 1972. Extra Mural Town Centre. 15 meetings.* **Fee: \$60**

The first of a series of two courses intended to introduce the basic principles of modern mathematics to parents and interested laymen. It will deal with topics taken from the syllabuses of lower forms in secondary schools.

# Oriental Languages

Staff Tutor : C. K. Leung, Telephone 5-468161 Ext. 306

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

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

## MANDARIN

**125. Mandarin I.** Mrs. Alice Shih, Instructor in Mandarin, University of Hong Kong. *Tuesdays and Fridays, 6.15-7.15 p.m., starting September 29, 1972. University Main Building. 50 meetings plus 1 lab. session. Fee: \$250*

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.

**126. Mandarin II.** Shih Wan-chu, B.A. (Peking Normal University), Instructor in Mandarin, University of Hong Kong. *Tuesdays & Fridays, 6.15-7.15 p.m., starting October 3, 1972. University Main Building. 30 meetings plus 1 lab. session. Fee: \$180*

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 idiomatic expressions will be introduced and students will be taught to read simple passages.

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

**127. Mandarin III.** Mrs. Alice Shih, Instructor in Mandarin, University of Hong Kong. *Tuesdays, 7.30-8.30 p.m., starting October 17, 1972. University Main Building. 30 meetings. Fee: \$200*

Students who have completed Mandarin I and II, or those who are doing Mandarin II, or those who can prove that they have done sufficient Mandarin elsewhere, are welcome to join to have more oral practice, and to master more Chinese idioms in Mandarin.

Textbook: *Intermediate Chinese* by John de Francis, Yale University Press.

**128. Character Learning.** Shih Wan-chu, B.A. (Peking Normal University), Instructor in Mandarin, University of Hong Kong. *Fridays, 7.30-8.30 p.m., starting October 20, 1972. University Main Building. 30 meetings.*

**Fee: \$200**

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

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

Text: To be prepared and distributed by the Tutor.

**129. 初級國語  
(Mandarin I)**

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：一九七二年九月二十五日起每星期一及星期四  
下午六時十五分至七時十五分。共五十一講。

學 費：一百七十元。

本課程共五十一講(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，語法和詞句的差異，國語會話和文章選讀等。

限收二十五名。

**130. 高級國語  
(Advanced Mandarin)**

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：一九七二年十月二日起每星期一及星期四下午  
七時三十分至八時三十分。共三十一講。

學 費：一百二十元。

本課程介紹普通及畧帶專門性的術語和北京話的口語。利用朗誦、會話、辯論和演講等方式加強訓練，使學員達到能操正確而流利的國語的目的。

已修完初級課程或聽懂國語者均歡迎報名參加。

限收二十名。

# CANTONESE

## *Cantonese I*

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

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

**131. Cantonese I.** Francis Sham, B.A. (Sun Yat-sen). Instructor in Cantonese. *Tuesdays and Fridays, 2.00-3.00 p.m., starting September 29, 1972. Extra Mural Town Centre. 50 meetings plus 1 lab. session. Fee: \$250*

**132. Cantonese I.** C. S. Hung, B.A. (Chinan), Instructor in Chinese, University of Hong Kong. *Mondays and Thursdays, 6.15-7.15 p.m., starting September 25, 1972. University Main Building. 50 meetings plus 1 lab. session. Fee: \$250*

## *Cantonese II*

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

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

**133. Cantonese II.** Francis Sham, B.A. (Sun Yat-sen), Instructor in Cantonese. *Mondays and Thursdays, 2.00-3.00 p.m., starting October 5, 1972. Extra Mural Town Centre. 30 meetings plus 1 lab. session. Fee: \$180*

**134. Cantonese II.** C. S. Hung, B.A. (Chinan), Instructor in Chinese, University of Hong Kong. *Tuesdays and Fridays, 6.15-7.15 p.m., starting October 3, 1972. University Main Building. 30 meetings plus 1 lab. session. Fee: \$180*

## *Cantonese III*

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

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

**135. Cantonese III.** Francis Sham, B.A. (Sun Yat-sen), Instructor in Cantonese. *Wednesdays, 2.00-3.00 p.m., starting October 11, 1972. Extra Mural Town Centre. 30 meetings. Fee: \$200*

**136. Cantonese III.** C. S. Hung, B.A. (Chinan), Instructor in Chinese, University of Hong Kong. *Fridays, 7.30-8.30 p.m., starting October 20, 1972. University Main Building. 30 meetings. Fee: \$200*



## Chinese Characters

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

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

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

**137. Chinese Characters.** Francis Sham, B.A. (Sun Yat-sen), Instructor in Cantonese. *Wednesdays, 3.15-4.15 p.m., starting October 11, 1972. Extra Mural Town Centre. 30 meetings. Fee: \$200.*

**138. Chinese Characters.** C. S. Hung, B.A. (Chinan), Instructor in Chinese, University of Hong Kong. *Tuesdays, 7.30-8.30 p.m., starting October 17, 1972. University Main Building. 30 meetings. Fee: \$200.*

## 日 語

### 139. 初級日語 (Japanese I)

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：一九七二年十月六日起每星期二及星期五下午  
八時十五分至九時十五分。共四十講。

學 費：一百四十元。

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。

課本：よみかた（日本國際學友會日本語學校編）。

### 140. 中級日語 (Japanese II)

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：一九七二年十月九日起每星期一及星期四下午  
八時十五分至九時十五分，共四十講。

學 費：一百五十元。

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。教材特到適應本港人仕需要。

課本：日語讀本上冊（日本東京遠洋出版社）。

# Oriental Studies

*Staff Tutor*: C. K. Leung, Telephone 5-468161 Ext. 306

**141. Understanding Chinese Customs & Traditions.** Mrs. Nana Tsao, B.A., Dip.Ed. (H.K.). *Thursdays, 2.30-4.00 p.m., starting September 28, 1972. Extra Mural Town Centre. 12 meetings.* **Fee: \$75**

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 and films.

**142. Southeast Asia: A Cultural Background.** Michael Smithies, M.A. (Oxon.), M.A. (Calif.), L-es-L. (Paris), F.R.A.S., University of Hong Kong. *Wednesdays, 6.15-7.45 p.m., starting October 11, 1972. University Main Building. 10 meetings.* **Fee: \$60**

A cultural survey of the region's ethnic divisions, religions, languages, literature, art, music, traditional theatre, and history before the advent of the West, followed by an examination of contemporary cultural trends.

Lectures will be illustrated with slides and recordings wherever possible.

**143. Personalities in Chinese History.** Ling-yeong Chiu, M.A. (H.K.), Ph.D. (Syd.), Lecturer in Chinese, University of Hong Kong. *Thursdays, 8.00-9.30 p.m., starting October 12, 1972. Extra Mural Town Centre. 10 meetings.* **Fee: \$60**

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. *Shih Huang-ti*: The founder of the Chinese Empire.
2. *Han Wu-ti*: Conqueror of the Huns.
3. *Tai-tsung the Great*: The enlightened monarch.
4. *Wang An-shih*: Confucian or utilitarian?
5. *Yueh Fei* and *Ch'in Kuei*: The hero and the villain.
6. *Ming Tai-tsu*: Founder of Ming China.
7. *Li Chih*: A materialist historian of the late Ming period.
8. *Hung Hsiu-chuan*: Leader of the Tai-ping Army.
9. *The Empress Dowager Tzu-hsi*: Female ruler in Chinese history.
10. *Sun Yat-sen* and *Mao Tze-tung*: The nationalist and the communist.

**144. Chinese Communism in Action.** Lee Ngok, M.A., Dip.Ed. (H.K.), Ph.D. (London), Lecturer in History, University of Hong Kong. *Fridays, 6.15-7.45 p.m., starting October 6, 1972. University Main Building. 10 meetings.* **Fee: \$60**

A comprehensive course for an understanding of Chinese Communism in action covering the following major areas of interest:

(1) Communism in historical perspective; the rise of Mao and the origin of his political thought; Party Politics and the resistance war; the Civil War.

(2) Mao's military strategy and the Chinese Army; the socialist experience; China in turmoil: from the Great Leap Forward to the Cultural Revolution; the Mao-Liu struggle; China's foreign policy since the 1960's; Hong Kong through Chinese eyes.

Some prior knowledge of Chinese politics will be an advantage. Enrolment is limited to 25 persons for good interaction.

#### **145. 辯證唯物主義的思想與工作方法 (Dialectical Materialism)**

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：一九七二年十月五日起每星期四下午六時十五分至七時四十五分。共十二講。

學 費：六十元。

本課程系統地介紹辯證唯物主義的思想方法與工作方法的內容，它的特點和應用，並以這種方法來解釋中國共產黨的歷史發展和政策。學員如果對辯證唯物主義預先有若干認識，將會更快地熟習這種方法，參與討論。

限收二十五名。

*See also :*

- 22. **A Review of the Prehistory of Hong Kong.** (Page 8)
- 30. **The Environmental Revolution, Hong Kong.** (Page 11)
- 42. **經濟學概念與香港經濟 Basic Economics with Application to Hong Kong.** (Page 21)
- 43. **International Trade and the Hong Kong Economy.** (Page 21)
- 107. **China—Its Land and People.** (Page 51)

# Psychology & Philosophy

Staff Tutor : Miss N. P. Lee, Telephone 5-468161 Ext. 308

## 146. 家有學齡兒童 (Living with Your Children)

主 講 人：李林建華女士。

講授語言：粵語。

地 點：香港洛克道三號小童羣益會。

時 間：一九七二年十月二日起，每星期一下午六時至七時半。

學 費：五十元。

本課程共十講，特別為家中有七至十四歲之家長而設，對孩童在這年齡中常見的特徵，發展，和一般家長認為困惑的問題加以講述及討論，內容包括：父母皆出外工作對孩童所可能產生之影響及如何避免不良之後果；說謊、逃學、佯稱生病之一般因素及糾正方法；賞與罰；如何培養孩童之創作能力及潛能等。

## 147. 羣衆心理 (Mass Psychology)

主 講 人：伍錫洪先生。

講授語言：粵語。

地 點：香港大學校外課程部市區中心。

時 間：一九七二年十月五日起，每星期四下午七時至八時。

學 費：四十五元。

本課程共十四講，旨在介紹和討論近代心理學家對羣衆心理學之研究，及彼等所獲得之理論和發現，內容包括：

- 一·羣衆心理學之研究方法。
- 二·組羣所產生之壓力，及個人對此種壓力屈服之心理特徵；組羣的動力；組羣內領袖所扮演之角色及其分化。
- 三·公衆輿論與宣傳。
- 四·觀點的轉變。
- 五·人與人之間的吸引。
- 六·顧客心理。

**148. Living with Your Children: Educational Psychology for the Modern Parent.** 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, 6.00-7.30 p.m., starting October 5, 1972. Room 121, University Main Building. 12 meetings. Fee: \$65*

This course, although primarily intended for parents, will interest teachers and youth club leaders, kindergarten workers, etc. Topics will include understanding children; social and emotional development of young people; discipline and the problem of punishment; children's difficulties at home and at school; their special problems (as aggressive and withdrawn children, the problem of European children in Hong Kong, rebellious and bored children, etc.); introduction to the social psychology of childhood and early adolescence; sex education issues; delinquency and its treatment; some cases (as petty stealing and how to handle it in the home situation). Films will be shown, full stencilled notes will be issued and there will be ample time for questions and discussion.

**149. Contemporary Problems in Philosophy.** Y. K. Sun, B.A. (H.K.), M.A. (McMaster). *Mondays, 8.15-9.45 p.m., starting October 2, 1972. Extra Mural Town Centre. 10 meetings. Fee: \$45*

'The Obvious is [literally] that which stands in the way'.

R. D. Laing "anti-psychiatrist"

This course will seek to examine how philosophers over the past two centuries have undermined what people believe to be "obvious", and how new perspectives in science, social problems, etc. have posed the need for philosophers to re-examine the basic concepts underlying everyday actions and judgements.

Some topics to be covered: Hegel and the concept of "changing basic concepts", Nietzsche and the "overthrow" of established morality, logical positivism and the discrediting of moral and aesthetic judgements, Marcuse's criticism of positivism and linguistic analysis.

**150. Christianity and Contemporary Art Forms.** Jerry Juergens, B.A. (Northeastern), B.D., Th.M. (Southeastern). *Thursdays, 7.30-8.45 p.m., starting October 5, 1972. Extra Mural Town Centre. 11 meetings. Fee: \$45*

This is an introductory course in Contemporary Art Forms viewed from the Christian perspective. The interpretations of some Christian Theologians such as Paul Tillich on these will be critically reviewed. Representative examples of Contemporary Art Forms will be drawn from literature (e.g. novels and dramas), paintings, and popular arts (e.g. films, television and popular music), to show their significance, contributions, and limitations. Slides, filmstrips and tapes will also be used as illustration.

*See also:*

- 70. 瞭解學齡前的兒童 (Understanding Pre-School Children)  
(Page 36)
- 145. 辯證唯物主義的思想與工作方法 (Dialectical Materialism)  
(Page 65)

# Science

*Staff Tutor* : Keith Sayer, Telephone 5-468161 Ext. 451

**151. A Problem-Solving Approach To Sixth-Form Analytical Chemistry.** R. T. Allsop, B.A., Dip.Ed. (Cantab.), Lecturer in Education, University of Hong Kong. *Wednesdays, 6.00-8.00 p.m., starting November 8, 1972. Chemistry Building. 6 meetings.* **Fee: \$80**

This largely laboratory-based course is designed to meet two specific requirements: firstly to take into account the widening scope of the Advanced Level practical examinations in Chemistry; secondly to look ahead to the introduction of the new Advanced Level Physical Chemistry syllabus where the use of analytical techniques to solve physical problems will be of great importance.

Participants will be able to choose from a range of experiments within the following broad areas—

- (a) Chromatography—paper, TLC and simple GLC.
- (b) Titrimetric methods—complexometric, thermometric, conductimetric and potentiometric titrations.
- (c) Colorimetric methods—equilibrium constant studies, formulation of complexes by continuous variation methods.
- (d) Applicable analysis—some more or less open-ended problems to be solved using the above techniques.

A small part of the course will be devoted to the construction of a simple piece of equipment for sixth-form use in one of the above areas.

**FEE REFUND:** It is hoped that teachers of chemistry at 'A'-Level will be able to have their fees refunded by the Director of Education, on completion of 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.

**152. Drugs and the Mind.** M. B. Roberts, M.A., D.Phil., M.B.,B.S., Professor of Pharmacology, University of Hong Kong. *Wednesdays, 7.30-8.30 p.m., starting October 4, 1972. University Main Building. 10 meetings.* **Fee: \$50**

These lectures are intended for the interested layman, school teachers, workers in hospitals, health and welfare departments etc., and those concerned with the treatment and rehabilitation of drug addicts. An attempt will be made to present in simple terms the state of scientific and medical knowledge on the ways in which drugs can influence the activities of the brain. In particular, drugs which affect mood and behaviour, the so-called 'psychotropic drugs', will be described in some detail. One important aim will be to provide a basis for the rational understanding of those drugs which cause physical and psychological dependence, and hence lead to serious personal and social problems.

Some topics to be discussed are: investigating how the brain works; brain and mind; how drugs may act on the brain; habituation, addiction and withdrawal syndromes; causes and treatment of drug addiction.

**153. Molecular Biology and Modes of Inheritance.** P. K. Das, B.Sc., Ph.D., Lecturer in Biochemistry, University of Hong Kong. *Mondays, 6.15-7.45 p.m., starting October 9, 1972. University Main Building. 10 meetings.* **Fee: \$60**

During recent years, enormous progress has been made in describing the fundamental processes of life at the molecular level. This course will be of particular interest to those concerned to keep abreast of scientific developments, schoolteachers and workers in medical and allied professions.

Some topics which will be covered are: the nature of molecular biology: the chemistry of biological molecules and their roles in evolution and inheritance patterns; factors influencing their roles such as environment and drugs.

**FEE REFUND:** Teachers of Biology at Advanced 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.

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

**154.** *Mondays and Thursdays, 7.00-8.00 p.m., 8.10-9.10 p.m., starting September 25, 1972. Peel Laboratory, Department of Mechanical Engineering, University of Hong Kong, Pokfulam Road, Hong Kong.*

**Fee: \$530** (including examination fee)

**155.** *Tuesdays and Fridays, 7.00-8.00 p.m., 8.10-9.10 p.m., starting September 26, 1972. Extra Mural Town Centre.*

**Fee: \$530** (including examination fee)

These courses are designed for people with no previous knowledge of computer programming. They aim to provide a thorough grounding in programming techniques and to train independent computer programmers.

*Tutors:* C. C. Choi, B.Sc. (Eng.), Ph.D. (H.K.), Lecturer in Civil Engineering, University of Hong Kong.

P. W. Poon, B.A. (H.K.), M.Sc. (Lond.), Assignment Officer, Computer Division, Finance Branch, Colonial Secretariat, Hong Kong Government.

*No. of Meetings:* 60, twice weekly. Each period will consist of two hours.

*Minimum Entry Qualifications:* Applicants should have 5 subjects including English and Mathematics at Grade E or above in the Hong Kong Certificate of Education, or equivalent.

An examination will be conducted at the end of the course. The award of an extra-mural certificate is conditional on passing the written examination, completing the set projects and attending at least 75% of the lectures.

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

## Syllabus

1. *Introduction* : computer concepts & hardware; number & character systems; problem definition & description; computer language development.
2. *Fortran-IV* : elements of language; arithmetic control, input/output & allocation; subscription & flow-charts; subroutines & flow-charts; compatibility; overwriting; efficiency; examples.
3. *Cobol* : elements of COBOL; procedure, data, environment and identification divisions; concept of program suite; typical commercial system using COBOL; case study 1; advanced technique in COBOL programming; programming with direct access files; case study 2.
4. *More Advanced Studies* : basic arithmetic & decision operations; symbolic coding & program; assembly & execution; address modification & index register; direct & indirect addressing; subroutines.
5. *Projects* : the organization, writing & running of projects on digital computers form an integral part of the course.

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

*Closing date for applications* : September 18, 1972.

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

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

### 156. 日常營養學 (Nutrition in Everyday Life)

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：一九七二年九月廿九日起每星期五下午五時卅分至七時。

學 費：七十元。

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。共十六講。



**157. Introduction to Observational Astronomy.** Liu Hing-chai, B.A. (H.K.). *Fridays, 7.00–8.30 p.m., starting September 29, 1972. Extra Mural Town Centre. 14 meetings.* **Fee: \$70**

This series of lectures is aimed at the interested layman. It will stress on the basic techniques of observing various celestial objects with the use of amateur and semi-professional equipment. The lectures will cover the use of star charts, acquaintance with constellations, techniques of observing major objects in the Solar System, binary stars, variable stars, star clusters, nebulae and galaxies.

Lectures will be illustrated with slides, and field practice using astronomical telescopes at Mr. Liu's private observatory, will be arranged, weather permitting.

**158. 天文攝影術要訣  
(Astronomical Photography for Amateurs)**

主 講 人：廖慶齊先生。

講授語言：粵語。

時 間：一九七二年九月廿九日起每星期五下午八時卅分至十時。

地 點：香港大學校外課程部市區中心。

學 費：五十五元。

本課程共十二講，以介紹天文愛好者如何利用攝影術進行觀測及記錄星空現象為目的，課程實用而極饒興趣，內容包括：

攝影術與天文學之關係。

拍攝天文照片所需之攝影機，望遠鏡及其他設備。

感光片，濾光器及沖洗藥物之選擇。

星座，太陽，月球，行星，流星，彗星，變星，星團，星雲及銀河等攝影方法。

天文底片之分類，整理與分析。

除上述十二講外，另有天文攝影實習，次數、日期及時間，將視天氣情況而定。

# Social Work & Sociology

*Staff Tutor*: Miss N. P. Lee, Telephone 5-468161 Ext. 308

**159. Research Methods in Social Welfare.** *Wednesdays, 6.00-7.30 p.m., starting October 4, 1972. The Boys' & Girls' Club Association, 3, Lockhart Road, Hong Kong. 14 meetings.* **Fee: \$80**

*Tutors*: Margaret J. Kinsey, B.A. (Exeter), Dip.Ed. (Edin.), Dip.Soc.St. (Edin.), Lecturer in Social Work, University of Hong Kong.  
C. K. Cheng, B.S.Sc. (C.U.H.K.), M.A. (Hawaii).  
K. C. Chan, B.A. (H.K.), Dip. Demography (Bombay), Dip. Sampling Survey (Michigan).  
K. H. Ngan, B.A. (H.K.).  
Henry K. Y. Shum, B.A. (McMaster).

This series of lectures is designed for those who are interested in making good use of available information for a more creative approach to planning and administration in social welfare services. Topics will include standardisation of information, survey/research methodology, data collection, data processing and analysis, report writing etc. Local examples of research/survey in this field will be used as illustration.

**160. Man, Society and Change.** K. P. Clements, B.A., Ph.D. (Wellington). Lecturer in Sociology, University of Hong Kong. *Wednesdays, 8.15-9.15 p.m., starting October 11, 1972. Extra Mural Town Centre. 10 meetings.* **Fee: \$40**

A general introduction to the basic concepts of sociology as well as a detailed look at some of the basic social institutions such as Marriage and the Family in terms of rapid social change.

Attention will be paid to phenomena such as conflicts between generations, the changing roles and status of women in society, problems associated with poverty and affluence, and the problem of maintaining individual identity within an urban context, with particular reference to Hong Kong. The main aim of the course will be to generate discussion about the role of an individual within the society and assess the significance of the social factors for an individual's growth and development.

*See also:*

**29. The Impact of Mass Housing on the Environment.** (Page 11)

**61. Certificate in Social Welfare Administration.** (Page 35)

### **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.

### **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遲或取消。故有志修讀本部課程者，敬希從速將報名申請書寄回本部。

### **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

### **香港大學校外課程部**

申請書填妥後付內附之支票  
香港大學校外課程部主任

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."

繳費可用支票或現金，如用支票請以「香港大學」為抬頭，並加橫線，逕寄本部。

*The issue of an Enrolment 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.*

除非課程臨時取消或改期，請依照公佈日期上課，本部不另通知。如報名申請未被接受，其費將退還，但課程開始後，學費通常不能退還。



UNIVERSITY OF HONG KONG 香港大學  
EXTRA MURAL STUDIES 校外課程

APPLICATION FOR ENROLMENT 報名申請書  
Please use a separate form for each course 每一申請書紙適用於一種課程

**A**

Course No. 課程號碼 \_\_\_\_\_ Fee enclosed 附學費 \$ \_\_\_\_\_

Course name 課程名稱 \_\_\_\_\_ Cash/Cheque No. 現金/支票號碼 \_\_\_\_\_

Name in full 姓名 (Mr./Mrs./Miss) English 英文 \_\_\_\_\_  
(in block letters—surname first)

Chinese 中文 \_\_\_\_\_

What Extra Mural Courses have you previously attended? 曾修讀之其他校外課程

Name in full 姓名 (Mr./Mrs./Miss) English 英文 \_\_\_\_\_  
(in block letters—surname first)

Chinese 中文 \_\_\_\_\_

Correspondence address 通訊處 \_\_\_\_\_

Office address 辦事處地址 \_\_\_\_\_

Telephone Nos. 電話 Home 住宅 \_\_\_\_\_ Office 辦事處 \_\_\_\_\_

**B**

Nationality 國籍 \_\_\_\_\_ Age (please tick age group):

Occupation 職業 \_\_\_\_\_ 年齡 (請加✓於適當方格內)

Education (please tick) 教育程度 (請加✓於適當方格內)

- Primary 小學  College of Education 師範
- Secondary 中學  University 大學
- Technical College 工專  Post graduate 研究院
- Others 其他 \_\_\_\_\_

Degree or professional qualification held 大學學位或專業資格 \_\_\_\_\_

Date 日期 \_\_\_\_\_ Signature 簽字 \_\_\_\_\_

For Office Use 不必填寫 \_\_\_\_\_ X

Date 日期 \_\_\_\_\_ Reg. No. 註冊號碼 \_\_\_\_\_ Course No. 課程號碼 \_\_\_\_\_ Amount 金額 \_\_\_\_\_

For Office Use 不必填寫 \_\_\_\_\_ X

Date 日期 \_\_\_\_\_ Reg. No. 註冊號碼 \_\_\_\_\_ Course No. 課程號碼 \_\_\_\_\_ Amount 金額 \_\_\_\_\_

Name 姓名  
Full postal  
Address 地址

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

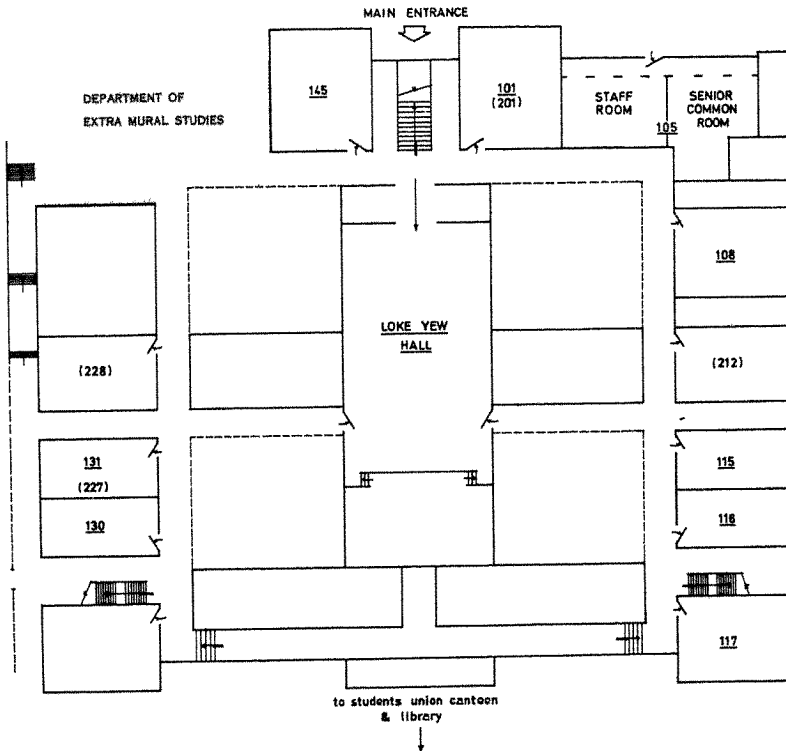
Note: This application acknowledgment is not complete without validation by official printing machine entry of the details at X above at the University or Town Centre office of the Department of Extra-Mural Studies, University of Hong Kong.

如欲本部寄奉報名繳費收條，請填妥本欄。  
注意：本收條未經本部或本部市區中心辦事處收銀機在 X 欄內印出金額、日期等，即未生效。

Fees are not refundable once the course has commenced 課程開始後學費不能退還。Please see overleaf 請看背面。

# 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.



香港大學校外課程手冊

一九七二至一九七三年度

PROSPECTUS 1972 - 73



**Extra Mural Studies**

**University of Hong Kong**