

香港大學校外課程手冊

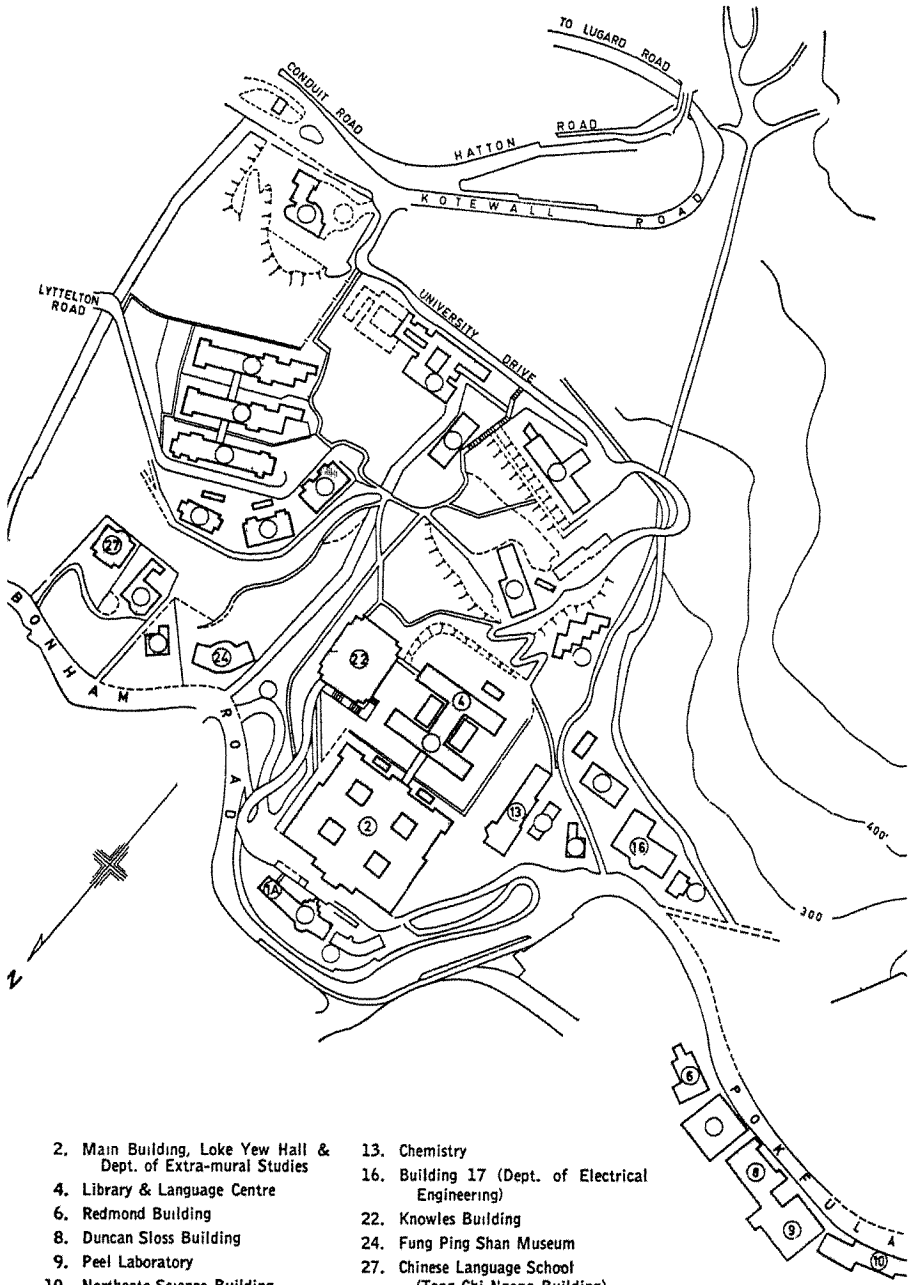
一九七四年至一九七五年度

PROSPECTUS 1974-75



**Extra Mural Studies**

**University of Hong Kong**



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

**UNIVERSITY OF HONG KONG GENERAL LAYOUT**

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



# **Extra Mural Studies**

**University of Hong Kong**

**DIRECTOR**

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

**SENIOR STAFF TUTOR**

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

**ASSISTANT TO THE DIRECTOR**

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

**STAFF TUTORS**

Mrs. Susan Cameron, *B.A. (Leicester), Dip.B.A. (Bradford)*

T. W. Casey, *B.A. (Nott.), M.B.I.M.*

Miss N. P. Lee, *B.A., Dip.Soc.St. (H.K.)*

J. P. Bensly, *M.A. (Oxford), M.A. (Reading)*

D. R. Kemp, *M.Sc., Ph.D., Dip. Microbiol. (London)*

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

S. G. Redding, *M.A. (Cantab.), Ph.D. (Manc.)*

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

Miss Martha Lesser, *B.S. (N.Y.U.) (Temporary)*

**SECRETARY**

Mrs. Yvonne Wong

## **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 education needs.

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## **PRIOR ENROLMENT IS ESSENTIAL**

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

## GENERAL INFORMATION

1. There are normally no entry requirements except that applicants should be over 18 years of age. Occasionally to have the full benefit of a course applicants must possess certain defined qualifications. Applicants are therefore advised to read the description of a course carefully. Professional courses usually have clearly defined entry requirements.
2. The Director may at his discretion refuse to admit an applicant.
3. Unless otherwise arranged, no Extra-Mural lectures will be held:
  - (a) on any public holidays.
  - (b) at a storm warning signal of No. 8 or above. (After the typhoon passes, if the No. 8 signal is lowered before 3 p.m., classes will take place as normal. If the signal is lowered after 3 p.m., classes will be cancelled that evening.)
  - (c) during the following holiday periods: December 22, 1974 to January 4, 1975 inclusive (Christmas and New Year).  
February 10-15, 1975 inclusive (Lunar New Year).
4. Fees are not refundable once the course has commenced.
5. Certificates of Attendance are issued, on payment of 50 cents, to those who have attended not less than two-thirds of a course of at least 20 meetings in duration.
6. Closing date for enrolment: one week before the starting date of a course. Late enrolments may not be accepted.
7. For enquiries, please ring either 5-468161 Ext. 307 or 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, 3A, 4, 7, 7B, 23, 103).  
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 9 a.m. to 6 p.m.)

## 入 學 須 知

1. 除特別規定學歷之課程外，祇需要年齡超過十八歲者，不限資格，均可申請入學。學員應詳閱課程簡介。
2. 學員被取錄與否，概由校外課程部主任審核報名申請書後決定之。
3. 除特殊情形外，本部在下列期間不授課：  
甲：本港公眾假期。  
乙：本港天文臺懸掛八號或以上風球之後。（颱風過後，如八號風球在下午三時以前除下，則照常上課，如風球在下午三時以後除下，則當晚課程全部取消。）  
丙：聖誕節及新年假期：一九七四年十二月廿二日至一九七五年一月四日。  
丁：農曆新年假期：一九七五年二月十日至十五日。
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，連同申請書逕寄香港大學校外課程部主任收。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）。  
（下列各線巴士均經本部：3, 3A, 4, 7, 7B, 23, 103）。  
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）。（上午九時至下午六時）。  
電話：5-450021（3 線）。

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# Archaeology

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

**17. A Basic Course in Archaeology with Reference to Hong Kong.** S. M. Bard, M.B.,B.S. (H.K.), Chairman, Hong Kong Archaeological Society. *Tuesdays, 6.00-8.00 p.m., starting September 24, 1974. Extra-Mural Town Centre. 10 meetings plus 2 museum visits and 4 field trips. Fee: \$70*

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

The course will include two museum visits and four field trips; the latter in conjunction with the field work sessions of the Hong Kong Archaeological Society.

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

*Enrolment is limited to 30 persons.*

## UNIVERSITY ENTRANCE

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

'A mature person without formal academic qualifications who is aged 30 or over on September 1 of the year in which admission is sought may be exempted completely from University entrance requirements 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.

# Art & Design

*Staff Tutor : Martha Lesser, Telephone 5-450021*

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

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

An evening course extending over two years, each of which consists of two terms of fifteen weeks duration. Formal instruction is concentrated into three or three and a half evenings each week, but considerable additional work at home 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 develop talents and discover interest in the field of Art & Design.

*Fee : \$1,000 per annum.*

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

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

Syllabus outline:

1. History of Western and Oriental Art and Architecture.
2. Exploration into the nature of materials.
3. Design Concepts: Colour Theory, Two-Dimensional, and Three-Dimensional design.
4. Drawing: Freehand, Mechanical, and Life Drawing.
5. Painting: Oil based media, water based media, and Chinese ink painting.
6. Printmaking: Silkscreen, relief, lithograph, and intaglio printing.
7. Three-Dimensional: Sculpture, construction, and design problems.
8. Independent study project: 'Special Study'.

Further details of the course arrangements can be obtained either by phoning or writing to the Staff Tutor in Art & Design at the Extra-Mural Town Centre, Telephone 5-450021.

*Closing date for applications : September 20, 1974. Candidates will be required to attend an interview.*

*Instruction will start during the week of October 7, 1974.*

## CERTIFICATE SUBJECTS: Year I, Term I

A limited number of places in certificate classes will be available to non-certificate students. These classes are listed below, Course Nos. 19 to 24. Applications for these should be sent to the *Extra-Mural Town Centre* only as soon after September 23, 1974 as possible.

- 19. Freehand Drawing and Painting in Various Media.** Martha Lesser, B.S. (N.Y.U.). *Mondays, 6.00-8.00 p.m. or 8.00-10.00 p.m., starting October 7, 1974. Extra-Mural Town Centre. 30 meetings.*  
**Fee: \$215** plus model fee \$30

The emphasis in the first part of the course will be on 'learning to see', use of materials, composition and manual dexterity. Through a series of exercises students will gain an understanding of the more concrete elements of drawing: line, tone, movement, texture, pictorial and modelled space. Mid-way through the course emphasis will be placed on the more abstract elements of plastic space, colour, self-expression and visual 'problem solving'. 'Painting is a drawing limited to paint as the main material.' Paint and its uses will be explored towards the end of the course.

Students taking this course will benefit if they also attend 'Basic Relationships of Two-Dimensional Design'.

The additional model fee of \$30 will be payable at the opening meeting.

*Enrolment is limited to 20 persons.*

- 20. Basic Relationships of Two-Dimensional Design.** Marion Bird, A.T.C. (Brighton). *Mondays, 6.00-8.00 p.m. or 8.00-10.00 p.m., starting October 7, 1974. Extra-Mural Town Centre. 15 meetings.* **Fee: \$110**

The aim of this course is to help students gain an understanding of the basic elements of design, line, tone, shape, colour, etc., and how they are used in visual expression. This course is essential for those wishing to work in other Two-Dimensional Media such as drawing, painting & printmaking.

- 21. Architectural Drawing.** Mrs. Ruth Addison, A.R.I.B.A. (London). *Tuesdays, 6.00-8.00 p.m. or 8.00-10.00 p.m., starting October 8, 1974. Extra-Mural Town Centre. 30 meetings.* **Fee: \$215**

A course in which the basic skills and techniques of architectural drawing will be explored through a series of exercises in ink and pencil. These exercises include: Orthographic, Axometric and Asometric projections, the casting of shadows, drawing in perspective, and lettering, as well as the use of architectural drawing instruments.

This basic course is essential for anyone hoping to work in architecture, interiors or graphics.

**22. Anatomy and Life Drawing.** B. S. Vaughan, D.C., Marion Bird, A.T.C. (Brighton), Michael F. Griffith, A.T.D., and others. *Tuesdays, 6.00-8.00 p.m. or 8.00-10.00 p.m., starting October 8, 1974. Extra-Mural Town Centre. 30 meetings.* **Fee: \$270** plus model fee \$50

'Anatomy', the understanding of the human body as a functioning entity, will be covered in the first 12 weeks. This part of the course consists of lectures and studio work with use of anatomical specimens as well as life models.

The remaining 18 weeks will be spent on 'Life Drawing'. Drawing from the figure has long been considered one of the better ways to train correlation of hand and eye. The aim of this part of the course is to understand the structure and proportion of the human figure, and students will be encouraged to draw freely and with vigour.

**23. Introduction to Printmaking.** Diane Jones-Parry, Dip. A.D. (Camberwell), A.T.C. (Hornsey). *Fridays, 6.00-8.00 p.m. or 8.00-10.00 p.m., starting October 11, 1974. Extra-Mural Town Centre. 15 meetings.* **Fee: \$110**

There are four basic types of prints: intaglio, relief, lithograph, and stencil, each having its own characteristics. This course is suitable for beginners who wish to explore printmaking techniques, and for print collectors who wish to more fully understand what constitutes an 'original print.'

**24. History of Chinese Art.** Lawrence C. S. Tam, B.A. (Hons.) London, M.A. *Thursdays, 6.00-8.00 p.m., starting October 10, 1974. Extra-Mural Town Centre. 30 meetings.* **Fee: \$330**

A general survey of the development of the major forms of Chinese Art from the Neolithic period to the Ching Dynasty. Emphasis will be laid on pictorial art.

*Certificate Course students will also study Art History from prehistoric times to the present during the first year, but this course is not open to non-certificate students.*

## GRAPHIC DESIGN AND INTERIOR DESIGN

*These are studio, lecture, and discussion classes aimed at those students with a professional interest in the subject. Enrolment is open to all students at different stages of development, unless otherwise stated.*

**25. Graphic Design Studio.** Henry Steiner, M.F.A. (Yale). *Mondays, 6.30–8.00 p.m., starting October 7, 1974. Extra-Mural Town Centre. 25 meetings.* **Fee: \$215**

Through examples of existing designs and practical homework projects this course aims to refine design analysis and stimulate creativity. Topics to be covered include: symbols, publications, typography, signage. Students should have some prior exposure to design and working designers will be given precedence for enrolment. Class members will be expected to complete one homework assignment per week.

**26. Printing Technology.** Savio Au. *Mondays, 8.00–9.30 p.m., starting October 7, 1974. Extra-Mural Town Centre. 15 meetings.* **Fee: \$130**

Printing is a mass-production technique of communication, and effective production methods are among the most important developments in modern graphic communication. This course covers the modern printing and book production methods of photo-mechanical reproduction for colour and black and white, binding and finishing of printed matter, and papers and materials used for printing. There will be field trips to printers, binders and compositors.

This course is for graphic artists and anyone wishing to know something of the visual and mechanical aspects of printing.

**27. Typography.** Savio Au. *Tuesdays, 6.30–8.00 p.m., starting October 8, 1974. Extra-Mural Town Centre. 30 meetings.* **Fee: \$220**

Typography is a complex subject with ever-expanding applications. This course will provide the students with an effective knowledge of the major historical stages in the development of letter and type forms. It will also cover the intricacies of letter design and construction, and their function as elements of written communication and design.

This course is for those with an interest in graphic communication, as well as for those working in the related professions of commercial design, publishing and printing.

**28. Illustration for Graphic Design.** Mrs. Marion Bird, A.T.C. (Brighton). *Wednesdays, 6.00–8.00 p.m., starting October 9, 1974. Extra-Mural Town Centre. 15 meetings.* **Fee: \$120**

The course begins with drawing techniques and goes on to show how these are used in a wide range of graphic and illustration work.

The work of well-known illustrators will be discussed, and assignments set based on the requirements of agencies and publishers.

*Enrolment is limited to 25 persons.*

**29. Packaging Design.** Miss Bonnie Chan, B.Sc. (Mich.), Dip. A.D. (Liverpool), A.D.F. (Manchester). *Wednesdays, 8.00-10.00 p.m., starting October 9, 1974. Extra-Mural Town Centre. 15 meetings.* **Fee: \$120**

Fundamentally the graphic designer is concerned with communication: the problems of sending and receiving messages. The course is broadly based, aimed at three dimensional graphic surface design as well as constructive ways of packaging. In addition to studio work, discussions will take place throughout the term concerning packaging technology.

**30. Photography: An Introduction.** Ken Locke, A.I.A.P., A.R.P.S., T.T.C. *Wednesdays, 6.30-9.00 p.m., starting October 9, 1974. Extra-Mural Town Centre. 15 meetings.* **Fee: \$130 plus \$15 materials fee**

This course will cover the basic studio and darkroom techniques of black and white and colour photography. Theories of photography, both aesthetic and philosophic, will be explored, and students will be encouraged to experiment in the media.

**31. Photography: An Intermediate Course.** Benno Gross, B.A.C.D.A. *Fridays, 7.00-9.00 p.m., starting October 11, 1974. Extra-Mural Town Centre. 15 meetings.* **Fee: \$260 plus \$15 materials fee**

A course in black and white and colour photography for those already familiar with the basic technical aspects of photography and photographic equipment. The emphasis will be on 'seeing' and 'shooting'. There will be approximately five class field trips to a variety of sites on Saturday or Sunday afternoons, and class critiques will be held on the results of these, as well as independent field trips. In addition there will be lectures and discussions on the work of well-known photographers.

*Enrolment will be limited to 15 persons.*

**32. Interior Design Concepts.** Elizabeth Stanton, L.S.I.A. *Thursdays, 6.30-8.00 p.m., starting October 10, 1974. Extra-Mural Town Centre. 15 meetings.* **Fee: \$130**

The main feature of this course will be the setting of a series of introductory exercises to help develop the students' ability to solve functional design problems. Critiques of the exercises will be given.

The course will be divided into three main areas. First, visual research, wherein emphasis will be on colour, space, form, light, and texture, with the aim of breaking down 'habitual' visual pre-conceptions. Second, design theory and research, with exercises exploring the relationship between design and function, design and materials, tone and colour. Third, design practice, with the students being asked to solve various problems relating to design within the home. The presentation and communication of visual information will also be discussed.

### 33. 室內設計應用營造法概論 (Building Construction for Interior Designers)

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：一九七四年十月九日起，每星期三下午六時十五分至七時四十五分。共三十講。

學 費：二百五十元。

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，使學員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、日晒影嚮與隔熱設備。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。



### 34. 書本策劃設計與製作 (Book Design and Production)

主 講 人：歐英傑先生。

講授語言：粵語。

時 間：一九七四年十月十日起每星期四下午六時卅分至八時。

地 點：香港大學校外課程部市區中心。

學 費：一百卅元（共十五講，每講個半小時）。

此課程與本年春季用英語講授之‘Book Design and Production’大致一樣，內容包括出版中英文書籍的策劃版面美術設計與字體的運用，製作方法及其程序，品質管制與成品裝煌等。旨在給予學員一個基本概念。

本課並包括參觀印刷排版，製版，釘裝等工廠藉以增加學員之興趣及吸取更多之實際經驗。學員完成此課程後並可繼續參加明年春季開辦以英語講授之第二級課程。

## PRACTICAL DRAWING, PAINTING, AND PRINTMAKING

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

*Students must provide all necessary materials, some of which will be available for purchase through the department. Materials will be discussed at the first class meeting. Where a model is used an additional fee will be charged.*

- 35. Basic Relationships of Two-Dimensional Design.** Martha Lesser, B.S. (N.Y.U.), Marion Bird, A.T.C. (Brighton). *Tuesdays, 10.00 a.m.—12.00 noon, starting October 8, 1974. Extra-Mural Town Centre. 15 meetings.* **Fee: \$110**

*See entry for Course No. 20.*

- 36. Freehand Drawing and Painting in Various Media.** Martha Lesser, B.S. (N.Y.U.). *Thursdays, 10.30 a.m.—12.30 p.m., starting October 10, 1974. Extra-Mural Town Centre. 30 meetings.*

**Fee: \$215** plus \$30 model fee

*See entry for Course No. 19.*

- 37. Life Drawing.** Elise Parkin. *Fridays, 9.30 a.m.—12.00 noon, starting October 11, 1974. Extra-Mural Town Centre. 15 meetings.*

**Fee: \$135** plus \$50 model fee

A class for beginners and more advanced students as part of a continuing study in the valuable discipline of drawing from life models.

Students will be encouraged, by drawing the human form, to learn 'to see', co-ordinating hand and eye. A variety of media will be used.

- 38. Painting in Oil and Related Media.** Martha Lesser, B.S. (N.Y.U.), Julie Newport, B.F.A. (Calif. A & C). *Wednesdays, 10.00 a.m.—12.30 p.m., starting October 9, 1974. Extra-Mural Town Centre. 25 meetings.* **Fee: \$235**

Using the figure, still life, landscape, etc. as basic structural elements, students will explore various possibilities of using oil and other related media in painting and drawing. Instruction will be on an individual basis and both beginners and more advanced students will be welcome.

*Enrolment will be limited to 20 persons.*

**39. Basic Intaglio Printing.** Julie Newport, B.F.A. (Calif. A & C). *Mondays, 2.00-4.30 p.m., starting October 7, 1974. Pokfulam Studio, 144 Pokfulam Road. 15 meetings. Fee: \$140 plus \$30 materials fee*

Intaglio printing, commonly known as 'Etching', is a process of printing usually done from a metal plate. Techniques covered in this course will include: drypoint, etching, aquatint and shallow relief. Both black and white and colour prints will be made.

The materials fee of \$30 (payable at the first class session) will cover the cost of inks, chemicals, and heavy equipment.

*Enrolment is limited to 15 persons.*

**40. Introduction to Printmaking.** Diane Jones-Parry, Dip. A.D. (Camberwell), A.T.C. (Hornsey). *Wednesdays, 10.00 a.m.-12.30 p.m., starting October 9, 1974. Extra-Mural Town Centre. 15 meetings. Fee: \$130*

*See entry for Course No. 23.*

**41. Lithography.** Julie Newport, B.F.A. (Calif. A & C). *Mondays, 10.00 a.m.-12.30 p.m., starting October 7, 1974. Pokfulam Studio, 144 Pokfulam Road. 15 meetings. Fee: \$140 plus \$30 materials fee*

Lithography is a printing process done traditionally on limestone. In this course students will explore the basic techniques of limestone lithography including stones, presses, inks, rollers, etc. and will be able to produce both black and white, and colour prints.

The materials fee of \$30 (payable at the first class session) covers the cost of inks, solvents and heavy equipment.

*Enrolment is limited to 15 persons.*

**42. Printmaking and Experimental Fabric Design.** Diane Jones-Parry, Dip. A.D. (Camberwell), A.T.C. (Hornsey). *Thursdays, 9.30 a.m.-12.30 p.m., starting October 10, 1974. Pokfulam Studio, 144 Pokfulam Road. 15 meetings. Fee: \$145 plus \$25 materials fee*

During the course students will explore the potentials of pattern and printmaking; surface printing, wood and lino block, and silk screen. They will then experiment with fabric painting and printing, using direct methods as well as printing methods. The emphasis will be on the 'experimental' as students will be working in the classroom and not laboratory conditions. Beginners welcome.

Students will be expected to provide all materials. An additional charge of \$25 per person to cover the cost of inks and sundries will be payable at the first meeting.

*Enrolment is limited to 15 persons.*

## ART APPRECIATION

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

- 43. Modern Architecture and Design.** Cesar Guillen-Nunez, M.A. (Penna. Univ.). *Mondays, 2.30-4.00 p.m., starting October 7, 1974. Extra-Mural Town Centre. 15 meetings.* **Fee: \$130**

A close look will be taken at the main architectural developments in Europe, America, and Japan from the mid-nineteenth century to the present. The important role played by architects on modern concepts of industrial design will also be discussed.

- 44. Civilisation.** Philippa Kelly. *Mondays, 8.00-9.30 p.m., starting October 7, 1974. Extra-Mural Town Centre. 15 meetings.* **Fee: \$130**

During the course the thirteen films of Kenneth Clark's series 'Civilisation' will be shown. 'Kenneth Clark emphasizes that this is not a history of the arts, but of the life-giving beliefs and ideas made visible and audible through the medium of art. It is a 'personal view' that becomes a marvellously exciting and stimulating search into the sources and developments of Western Civilization.' Each film will be followed by a talk exploring further the history of the works and artists Clark discusses.

- 45. Ukiyo-E and Impressionism.** Cesar Guillen-Nunez, M.A. (Penna. Univ.). *Tuesdays, 6.15-7.45 p.m., starting October 8, 1974. Extra-Mural Town Centre. 15 meetings.* **Fee: \$130**

'Ukiyo-e,' or the Japanese *genre*-picture of the early nineteenth century, had an impact on the West which is only just beginning to be fully realised. It reached its climax in a group of landscape painters in France, known as 'The Impressionists'. This course will study these movements and their protagonists, such as Hiroshige and his woodcuts, as well as Van Gogh. It should be especially interesting to enthusiasts of Japanese woodcuts and Western landscape painting.

- 46. A Survey of Art and Culture in the Ancient World.** Nancy Jenkins, B.A. (Wellesley). *Wednesdays, 8.00-9.30 p.m., starting October 9, 1974. Extra-Mural Town Centre. 15 meetings.* **Fee: \$130**

A general survey of art forms and their social and historical context from Neolithic Times to the Seventh Century B.C. in Western Asia and the Mediterranean world. Particular attention will be paid to Egypt, Sumero-akkadia, Anatolia, and Greece.

**47. An Introduction to the Hindu and Buddhist Art of India.** Mrs. Rajeshwari Ghose, B.A. Hons. (Calcutta), M.A. (H.K.). *Fridays, 6.00-7.30 p.m., starting September 27, 1974. Extra-Mural Town Centre. 16 meetings.*  
**Fee: \$75**

This illustrated course will provide an introduction to the Hindu & Buddhist art of India. It will commence with a survey of the development of both religions and discuss their beliefs, mythology and iconography. It will examine at length the development of secular and religious architecture in India—the Hindu rock-cut temples, the Buddhist cave monasteries, the Hindu temple in south India and its development as a temple-town. It will also deal with the different Schools of Indian Sculpture—the classical and romantic trends, the erotic sculptures of north and east India, bronze casting, terracottas, ivory carving and the fascinating murals and fresco paintings of Ajanta.

The course will conclude with a very brief glimpse of the spread of these art forms and concepts in Nepal and Tibet.

### STUDY TOUR TO INDIA

It is hoped to arrange a two-week tour during Chinese New Year in February 1975 to visit some famous monuments of Hindu and Buddhist art in India. A course on Indian art is being offered (Course No. 47) and the tour will be led by the tutor. Interested persons are requested to apply for further details before *September 15, 1974.*

# Business Studies

*Staff Tutor : Susan Cameron, Telephone 5-468161 Ext. 304*

## GENERAL

**48. Company Secretaryship.** J. K. S. Thong, F.A.C.C.A., F.C.I.S. *Fridays, 5.45-6.45 p.m., starting September 27, 1974. Extra-Mural Town Centre. 24 meetings. Fee: \$90*

The practical work of the Company Secretary is explained 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 covered in detail. It is suitable for all wanting a basic knowledge of Secretarial Practice as well as those preparing for professional examinations.

**49. An Introduction to Law for the Businessman.** Roderick O'Brien, LL.B. (Adelaide), Barrister & Solicitor, Lecturer in Law, University of Hong Kong. *Mondays, 6.30-8.00 p.m., starting October 7, 1974. Room 228, Knowles Building, University of Hong Kong. 10 meetings. Fee: \$50*

This course is primarily intended for businessmen for whom a knowledge of the law as it relates to business activities would be useful. Aspects of the law to be discussed include Company Law, Contract, the law relating to employment, Sale of Goods and Hire-Purchase, Bills of Exchange, and Shipping Law. No previous knowledge of law will be assumed.

**50. Practical Taxation.** David Chau, A.C.I.S. *Tuesdays, 5.45-6.45 p.m., starting October 8, 1974. Extra-Mural Town Centre. 15 meetings. Fee: \$50*

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

*Recommended Reading :* Hong Kong Inland Revenue Ordinance.  
Hong Kong Tax Cases.  
Hong Kong Taxation—A Taxpayer's Guide.

**51. Principles of Investment.** Leslie Foldes, F.T.I.A., F.H.K.S.A., F.A.S.A., A.S.I.A. *Mondays, 6.15-7.45 p.m., starting September 30, 1974. Room 230, Knowles Building, University of Hong Kong. 12 meetings. Fee: \$60*

The Stock Exchange and its operation. Buying and selling of securities. Terms used. The working of the trading floor. Types of securities. Stock market psychology. Unlisted securities, mutual funds, commodities. Legal aspects. Interpretation of financial statements, ratio analysis charting, and press reports. Overseas investments, Mechanics of investments, relevant aspects of taxation, Broker's office organization, underwriting, takeovers, and merchant banking.

**52. 貨運及信用保險**  
**(Insurance for Hong Kong Exporters)**

主 講 人：鄭德華先生。

講授語言：粵語。

地 點：香港大學鈕魯詩樓 229 室。

時 間：一九七四年十月三日起每星期四下午六時十五分至七時四十五分。

學 費：五十元。

本課程共八講。內容包括海運保險，空運貨備保險及出口信用保險。主要目的在於幫助本港出口商了解該等保險之意義及對其本身之益處。是項課程特別着重實際應用方面，如投保之程序，所獲的保障，以至如何申請賠償。對銀行界，保險從業員及財務機構人員，均有裨益。

**53. 銀行實務（一）**  
**(Practical Banking I)**

主 講 人：林后湘先生。

講授語言：粵語。

地 點：香港大會堂九樓南演講廳。

時 間：一九七四年九月廿七日起每星期五下午七時至八時三十分。

學 費：五十五元。

本課程共十講，適合擬求取基本銀行實務知識之一般人士。內容包括銀行意義、功能、管理及組織之普通討論。並充份研究銀行會計；出納部及營業部之工作過程；外匯；滙款；押滙；信用證等。

**銀行實務（二）**由林后湘先生主講  
一九七五年春季開始

## 54. 投資學(一) (Investment I)

主 講 人：李舜兒碩士。

講授語言：粵語。

地 點：香港大會堂九樓北演講廳。

時 間：一九七四年九月廿五日每星期三下午七時至八時。

學 費：六十元。

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，證券和商品期貨的買賣，互惠投資基金，參考資料之取得，證券市場，有價與無價證券的分析，基本和技術上的分析，時效問題，經紀人關係等。

### **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.



## PROFESSIONAL

**55. General Accounting.** D. S. Sukheswalla, A.C.C.A., A.C.I.S., A.M.B.I.M., C.P.A., F.H.K.S.A. *Fridays, 6.15-7.45 p.m., starting September 27, 1974. Room 516, Knowles Building, University of Hong Kong. 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.

Suitable for those wanting a basic knowledge of bookkeeping 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.

**56. Accountancy for Intermediate Examinations.** Marshall S. H. Mar, B.Com. (Melb.), A.A.S.A., C.P.A. *Thursdays, 6.30-8.00 p.m., starting September 26, 1974. Room 1103, University Main Building. 24 meetings.* **Fee: \$110**

The following topics will be discussed: principles and objectives of accounting; double entry bookkeeping; relationship between profits & losses, and assets & liabilities; capital and revenue and expenditure; classification of assets and liabilities; reserves and provisions.

The accounts of sole traders, partnership and non-trading bodies; trial balance; manufacturing; trading and profit & loss account; appropriation account; balance sheet.

Accounting adjustments: accrued income and accrued expenditure; depreciation; bad debts; preparation of final accounts from incomplete records; branch and departmental accounts; consignment accounts; joint venture accounts; hire purchase accounts; bills of exchange; company accounts; analysis and interpretation 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:

Carter, *Advanced Accounts*, Pitman.

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

L. Goldberg and V. R. Hill, *The Elements of Accounting*, Melbourne University Press.

**57. Accountancy for Final Examinations.** D. S. Sukheswalla, A.C.C.A., A.C.I.S., A.M.B.I.M., C.P.A., F.H.K.S.A. *Mondays, 7.30-9.00 p.m., starting September 30, 1974. City Hall Committee Room South. 22 meetings.* **Fee: \$110**

Company accounts; partnership, including sole traders incomplete records; departmental and branch accounts; manufacturing accounts; accounting ratios; mechanised accounting, including computer application; bankruptcy, liquidation and receivership accounts; miscellaneous accounts, and consolidation of holding and subsidiary companies 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).

**58. Auditing.** David Lam, A.C.C.A. *Tuesdays, 5.45-6.45 p.m., starting October 8, 1974. Extra-Mural Town Centre. 20 meetings.* **Fee: \$80**

Topics discussed will include the latest developments in auditing as well as a study of established principles and practice, and also a survey of legislation affecting auditors.

While the course covers the subject to final examination level of the accountancy bodies, no previous knowledge of auditing is assumed, and it should therefore prove of assistance to both intermediate and final students.

Recommended Reading:

Practical Auditing (Spicer & Pegler).

Student's Manual of Auditing (Gee & Co.).

**59. Taxation and Accounting Problems.** Charles Lo, LL.B. (Lond.), A.A.S.A., A.H.K.S.A., C.P.A. *Wednesdays, 5.45-6.45 p.m., starting October 2, 1974. Extra-Mural Town Centre. 20 meetings.* **Fee: \$80**

An understanding of Tax Law is essential for a company accountant. The provisions of the Hong Kong Inland Revenue Ordinance and the relevant Hong Kong tax cases will be studied as well as practical aspects of preparing and filing tax returns.

This is an introductory course to a later advanced course 'Hong Kong Taxation Law and Practice' which will be held in April, 1975.

Recommended Reading:

Hong Kong Inland Revenue Ordinance.

Hong Kong Taxation—A taxpayer's guide.

# Economics & Statistics

*Staff Tutor* : T. W. Casey, *Telephone* 5-468161 *Ext.* 306

## ECONOMICS

**60. Economics for Intermediate Examinations.** S. S. Vasan, M.A. (Econ.), Dip. J. (Ad.). *Wednesdays, 7.00–8.00 p.m., starting October 2, 1974. Extra-Mural Town Centre. 22 meetings.* **Fee: \$100**

The fundamental concepts and tools of modern economic analysis will be discussed in detail. Topics to be considered include: General Principles governing Production, Distribution and Consumption, Theories of Price, Income and Employment, Money and Banking, International Trade, Public Finance, and Economic Growth.

This course is specifically designed for those who are preparing for professional examinations, such as C.I.S., and A.C.C.A.

Recommended Reading:

J. L. Hanson, *A Textbook of Economics, 5th Edition.*

## 61. 基本經濟學入門 (An Introduction to Basic Economics)

主 講 人：陳靜華女士。

講授語言：粵語。

地 點：香港大學校外課程部市區中心。

時 間：一九七四年十月四日起逢星期五下午七時十五分至八時十五分（共廿四講）。

學 費：九十五元。

本課程適合一般對經濟學缺乏認識之人士。該科目之研討，將從初級程度着手。

## 62. 香港經濟

### (An Introduction to the Hong Kong Economy)

主 講 人：劉佩瓊碩士。（香港浸會學院經濟系講師）。

講授語言：粵語。

時 間：一九七四年九月二十六日起每星期四下午七時  
十五分至八時四十五分。共十二講。

地 點：香港大學校外課程部市區中心。

學 費：六十元。

此課程旨在簡介香港經濟實況。範圍包括本地總產值 (GDP) 消費物價指數，勞工、所得分配、出入口貿易、政府財政預算、銀行、與貿易有關的機構，股票市場，和大規模的公司組織等。講者就需要供應有關資料及介紹有關經濟理論。

中國經濟：由劉佩瓊碩士主講。

一九七五年春季開始。

## STATISTICS

**63. Industrial Statistics.** Ho Fong-hoe, B.A. (H.K.), Demonstrator in Statistics, University of Hong Kong. *Fridays, 6.15-7.45 p.m., starting October 4, 1974. Room 248, Knowles Building, University of Hong Kong. 16 meetings.* **Fee: \$80**

This course provides a basic understanding of the elements of statistics and their application in an industrial setting. Topics to be covered include: Quality Control; the Construction and Interpretation of Control Charts; Operating Characteristic Curves; Single, Double, Multiple and Sequential Sampling Plans; Experimental Design; Principles and Uses; Randomization; Comparisons between Samples; Randomized Blocks; Latin Squares; Industrial Forecasting; Smoothing; Probability Models; Forecasting Systems; Inventory Control.

This course is suitable for candidates preparing for the examinations of the Institute of Statisticians.

**Introduction to Marketing Research.** Starting February 1975.

*See also :*

**192. Economic & Social Statistics.** (Page 92)

# Management Studies

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

**64. Management Decision-Making: A Case Study Approach.** Vincent Ng, B.B.A., B.S., B.S.B.A., M.B.A., M.S. *Mondays, 6.15-7.45 p.m., starting September 30, 1974. Extra-Mural Town Centre. 10 meetings.*  
**Fee: \$50**

Managers and students of Management Studies who wish to assess and improve their skills in decision-making will find this course of particular value. A number of management cases have been selected, covering the fields of business expansion, marketing, credit lending, cash forecasting and decisions to make or buy. These cases will form the basis of the course, which in turn will require a high degree of participation from those attending. Formal teaching of the principles of decision-making will be kept to a minimum, as the group of participants will be expected to formulate their own ideas from the case material.

**65. Personnel Management and Industrial Behaviour.** Major J. W. Gurhy, R.P.C. *Thursdays, 7.30-9.00 p.m., starting September 26, 1974. Extra-Mural Town Centre. 12 meetings.*  
**Fee: \$60**

This essentially practical course in personnel management concentrates on current issues and problems. It will cover, in particular, management functions, human relations, organisation study and communications as well as basic aspects of the personnel function in an industrial environment.

**66. Financial Management.** Vincent Ng, B.B.A., B.S., B.S.B.A., M.B.A., M.S. *Mondays, 8.00-9.30 p.m., starting September 30, 1974. Extra-Mural Town Centre. 12 meetings.*  
**Fee: \$60**

Good financial management is vital for the profitability of any organisation. The decision-making aspects of financial management as well as the techniques and tools used in financial analysis are covered in the course. In particular, emphasis is placed on the task of providing funds on favourable terms, cash management, short and long term financing. Classroom lecturing and case study method will be used. The course is designed to benefit all managers not just finance specialists.

**67. Management Accounting.** Joseph S. T. Tam, A.C.C.A., A.C.M.A., A.C.I.S., A.A.I.A., A.M.B.I.M., A.H.K.S.A. *Thursdays, 6.15-7.45 p.m., starting September 26, 1974. Room 846, Knowles Building, University of Hong Kong. 20 meetings.*  
**Fee: \$100**

To be successful a manager must always be on the look-out for ways to increase profits whether by extending sales or by reducing costs. The best basis for action is proper accounting information submitted to management in meaningful form. Non-financial executives will find this course very useful as it provides an introduction to the subject of management accounting, and also sufficient knowledge to enable them to take action towards profit improvement by the use of the techniques of this form of management information.

**68. Production Management.** W. S. Lau, M.Sc., Ph.D., C.Eng., M.I. Mech. E., M.I. Prod. E. *Tuesdays, 6.30-8.00 p.m., starting October 8, 1974. Room 103, University Main Building, 10 meetings.* **Fee: \$70**

The rising cost of materials and equipment is a problem faced by all Hong Kong manufacturers and it is increasingly important to use these resources as skilfully as possible. These lectures aim to provide knowledge of scientific management in the production area. Topics covered include factory location and layout, production planning and control, work study and critical path analysis. The course is suitable for both general managers and production engineers.

*Enrolment is limited to 25 persons.*

**69. Operational Research.** F. K. W. Mak, Ph.D., C.Eng., M.I. Mech. E. *Thursdays, 6.15-7.45 p.m., starting September 26, 1974. Room 228, Knowles Building, University of Hong Kong. 12 meetings.* **Fee: \$60**

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

**企業人事管理概論：**由王文敦碩士主講，一九七五年春季開始。

**The Principles of Marketing.** Starting Spring, 1975.

*See also :*

**174. Industrial Psychology.** (Page 84)

### **Diploma in Management Studies**

The Department of Extra-Mural Studies is responsible for this two-year part-time University Diploma course which is offered to graduates and to other suitable candidates with professional qualifications. Those selected for the next intake, probably in October 1975, will be expected to attend for two evenings a week and to be given release by their employers for one afternoon a week. Further details of the content of the Diploma course may be obtained by writing to Dr. S. G. Redding, Department of Extra-Mural Studies, University of Hong Kong.

# Personnel Management

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

## **70. Certificate in Personnel Management**

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

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

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

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

*Duration :* September 25, 1974 to May 14, 1975.

*Place :* Extra-Mural Town Centre.

*Time :* 6.00-9.00 p.m.

*Fee :* \$400.

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

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

*Admission Requirements :*

- University 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 30 students.*

*Last date for application :* September 9, 1974.

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

*See also :*

**65. Personnel Management and Industrial Behaviour. (Page 27)**

# Hospital Administration

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

## 71. Certificate in Hospital Administration

Hong Kong needs more 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 Extra-Mural Certificate Course in Hospital Administration attempts to fulfil 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. 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 23, 1974 to May 26, 1975.

*Place :* Extra-Mural Town Centre.

*Time :* Every Monday, from 4.00 p.m. to 7.30 p.m.

*Fee :* HK\$450.

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

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

### *Admission Requirements :*

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

*Enrolment is limited to 20 students.*

*Last date for application :* September 7, 1974. Apply on a special form available free on request from the Department.



# Education

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

**72. Psychology Underlying Careers Work and School Counselling.** Miss Rita Hsu, B.Sc., M.Soc.Sc. (H.K.). *Wednesdays, 6.15-7.45 p.m., starting September 25, 1974. Room 229, Knowles Building, University of Hong Kong. 12 meetings.* **Fee: \$75**

This course is intended to cater for the needs of both those engaged in careers master's work and educational guidance and those who want an introduction to the theory and practice of school counselling. It will be of particular use to those wishing to specialize in this developing area of education in Hong Kong. Topics will cover psychological theories and principles underlying the practice of career counselling, the usage and value of psychological tests in vocational and educational guidance, study of selected vocational inventories, techniques in interviewing, personality assessment, the relationship between counsellor and client, collection and distribution of career information and vocational advisory services, etc. Reading lists, copies of psychological tests etc. will be issued to participants and there will be case-studies, role-play and discussion sessions.

**73. Basic Theories in Educational Testing.** Jimmy Chan, B.Sc., Dip.Ed., M.A. (Ed.) (H.K.); B.Sc.Sp., Ac.Dip.Ed., M.Phil., Ph.D. (London); A.B.Ps.S. *Fridays, 6.00-8.15 p.m., starting October 4, 1974. Room 722, Knowles Building, University of Hong Kong. 12 meetings.* **Fee: \$100**

An introduction to the main principles in modern educational and psychological testing. Topics include sampling, item writing, item analysis, test administration, reliability, validity, and norm. Several types of attainment tests, intelligence tests, attitude, interest and motivation tests, as well as the fashionable semantic differential scales will be introduced. Opportunities will be available for discussion and practical work.

This course is suitable for both primary and secondary school teachers, and those interested in education, psychology, and social work. It will also be helpful to higher degree students who have to construct their own tests or adapt overseas tests for their particular research projects.

**74. 低能兒童(中度)教學研究**  
**(Practical Techniques with the Mentally Handicapped)**

主 講 人：鄧福泉先生；  
黃佩霞女士；  
潘樹培先生。

講授語言：粵語。

地 點：香港大學校外課程部市區中心。

時 間：一九七四年十一月廿日起每星期三及星期五下午七時五十分至九時廿分。

學 費：一百二十元。

本課程共十八講，內容包括低能兒童身心方面的發展；學習上的各種因素；設計教學法；程序教學法；準確教學法；語言及數學教學法；行爲矯正法；言語的領畧與表達能力；課程設計，時間表編排，觀察及報告編寫，教具製作等；活動設計及與家長方面的合作等。

申請者如曾參加本部「低能(智力)兒童的管教」課程並為現任低能兒童(中度)訓練中心工作人員將獲優先取錄。限收20人。

(本課程由香港低能兒童教育協進會贊助)

截止報名日期：一九七四年十一月六日。

*See also:*

- 108. **Certificate Course in English Teaching Methodology.** (Page 48)
- 109. **Educational Drama as a Teaching Method.** (Page 49)
- 183. **Certificate Course in Basic Biochemistry for Teachers.** (Page 88)
- 184. **The Construction and Use of Simple Physics Apparatus.** (Page 89)
- 134. **談談初級中學的數學(第64頁)。**  
**Courses leading to the Diploma in Mathematics.** (Page 63)

# Engineering

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

## NON-CERTIFICATE COURSE

**75. Introduction to Rock Mechanics.** Chang Chak-man, M.Sc. (Durham), M.I.Str.E., C.Eng. *Thursdays, 6.10-7.10 p.m., starting October 3, 1974. Extra-Mural Town Centre. 15 meetings.* **Fee: \$65**

The course will deal with the following topics: the physical and engineering properties, strength and failure, site and laboratory testing, rheological and dynamic properties of rocks; site investigation in rocks; structural features of massive rocks; rock foundation and slope.

## 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 description carefully before applying. Applicants must enclose photostat copies of the appropriate certificates along with their application forms. Applications to resit the examinations must also be submitted before the specified closing dates.*

### **76. Industrial Engineering: Certificate Course in the Design of Productive Systems.**

*With the increase in the laboratory facilities of the Industrial Engineering Department it is now possible to offer courses which include practical exercises in the use of the techniques covered in the lectures. The opportunity has therefore been taken to re-organise the syllabus.*

*'The Design of Productive Systems' is currently offered. In 1975-76 an additional course 'Operations Planning and Control' will, it is hoped, also be available. These two courses are complementary and together are intended to give a basic coverage of the techniques used by the Industrial Engineer.*

*Mondays and Wednesdays, 7.00-9.15 p.m., starting September 25, 1974. Department of Mechanical Engineering, Peel Laboratory, University of Hong Kong, Pokfulam Road, Hong Kong. 50 meetings (including laboratory instruction).*

*Tutors :* W. A. Reynolds, M.A. (Cantab.), C.Eng., M.I.Mech.E., M.I.Prod.E., A.M.B.I.M., Head of Department of Industrial Engineering, University of Hong Kong. (Tutor-in-Charge).  
N. N. S. Chen, B.Sc. (Aston), M.Sc. (Strath.), Ph.D. (Strath.), C.Eng., M.I.Mech.E., Lecturer in Industrial Engineering, University of Hong Kong.  
D. Sculli, M.Sc. (Birm.), Lecturer in Industrial Engineering, University of Hong Kong.

*Fee :* \$500 (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 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 11, 1974.

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

*Outline of Syllabus :* Production design and processes; analytical methods in Production and Operation Management; process planning; plant location; layout of physical facilities; job design and man/machine systems; production standards and work measurement; costing for planning and control.

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

## 77. Certificate Course in Applied Transistor Electronics.

*Tuesdays, 6.30–8.45 p.m., starting September 24, 1974. 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:* W. N. Cheung, B.Sc. (Eng.), (H.K.), M.Sc. (Lond.), Ph.D. (H.K.), C.Eng., M.I.E.E., M.I.E.E.E., Lecturer in Electrical Engineering, University of Hong Kong (Tutor-in-Charge).  
C. F. Ho, M.Sc. (Man.), Ph.D. (H.K.), C.Eng., M.I.E.E., M.I.E.R.E., Sen.M.I.E.E.E., Senior Lecturer in Electrical Engineering, University of Hong Kong.  
L. S. Cornish, B.Sc. (Eng.) (Lond.), C.Eng., M.I.E.E., Electronics Engineer, University of Hong Kong.

*Fee:* \$400 (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 13, 1974.

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

### *Outline of Syllabus:*

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

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

## 78. Certificate Course in Fundamentals of Digital Computers.

*Wednesdays, 6.30–8.45 p.m., starting September 25, 1974. Lecture Room and Laboratory of Department of Electrical Engineering, University of Hong Kong, Pokfulam Road, Hong Kong. 30 lecture periods plus 12 laboratory instruction periods. Each period will consist of 2 hours.*

*Tutors:* W. N. Cheung, B.Sc. (Eng.) (H.K.), M.Sc. (Lond.), Ph.D. (H.K.), C.Eng., M.I.E.E., M.I.E.E.E., Lecturer in Electrical Engineering, University of Hong Kong (Tutor-in-Charge).  
C. F. Ho, M.Sc. (Man.), Ph.D. (H.K.), C.Eng., M.I.E.E., M.I.E.R.E., Sen.M.I.E.E.E., Senior Lecturer in Electrical Engineering, University of Hong Kong.  
W. S. Leung, B.Sc. (Eng.) (Lond.), Ph.D. (Leeds), C.Eng., M.I.E.E., M.I.E.R.E., Sen.M.I.E.E.E., M.I.P.I., Senior Lecturer in Electrical Engineering, University of Hong Kong.

*Fee:* \$400 (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 13, 1974.

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

### *Outline of Syllabus:*

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

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

## 79. Certificate Course in Numerical Methods with Computer Processes.

*Mondays and Thursdays, 6.15-8.30 p.m., starting September 26, 1974. Room 721, Knowles Building, University of Hong Kong. 50 lecture periods.*

*Tutors:* C. L. Chow, B.Sc. (Eng.), D.I.C., Ph.D. (Lond.), C.Eng., M.I.Mech.E., Senior Lecturer in Mechanical Engineering, University of Hong Kong.  
W. M. Ying, B.Sc. (Eng.), M.Sc. (London), Ph.D. (Lond.), D.I.C., Lecturer in Mechanical Engineering, University of Hong Kong.

*Fee:* \$700 (including examination fee).

*Entry Qualifications:* Applications with a Science or Engineering background up to Bachelor's degree level or equivalent will be considered for admission. In addition, applicants should have knowledge of FORTRAN IV.

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, completing the set projects and attending at least 75% of the lectures. The written examination will be assessed by both University and External examiners.

*Closing date for applications:* September 12, 1974.

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

### *Outline of Syllabus:*

1. Linear Equations & Matrices—  
Direct Methods.
2. Latent Roots and Vectors of  
Matrices.
3. Linear Equations & Matrices—  
Indirect Methods.
4. Least Square Curve Fitting.
5. Numerical Integration.
6. Error Analysis.
7. Ordinary Differential Equations;  
Initial and Boundary-Value Problems.
8. Partial Differential Equations.
9. Finite Element Method.

*This course is intended for engineers and scientists in industry and government organizations who wish to acquire a working knowledge of numerical methods with computer processes. Ample computer time will be provided for problem exercises and projects.*

# English Studies

*Staff Tutor : Duncan Macintosh, Telephone 5-456443*

## CERTIFICATE COURSES IN THE USE OF ENGLISH

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

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

The course tutors will set assignments for the students to complete at home and in class, and these will then be corrected and discussed with the course. 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 provided with plenty of opportunity to express their own ideas.

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.

Students are advised to apply for a place in a First Year course and then, when they have 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.

As these courses are intended for working adults, students at present attending secondary school will not be admitted.

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 forms 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):

28th August, 1974;                      4th September, 1974;  
2nd September, 1974;                      9th September, 1974.

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

30th August, 1974;                      11th September, 1974;  
6th September, 1974;                      13th September, 1974.

**EARLY APPLICATION STRONGLY ADVISED**  
**LIMITED NUMBER OF GRADING TEST PLACES AVAILABLE**

## **COURSES**

### **First Year**

#### **A. *In Hong Kong***

Course No. At Knowles Building, University of Hong Kong.

**80.**            Mondays & Wednesdays, 6.30-8.00 p.m., (Room 515)  
starting September 30, 1974. 50 meetings. **Fee: \$220**

**81.**            Tuesdays & Thursdays, 6.30-8.00 p.m., (Room 515)  
starting October 3, 1974. 50 meetings. **Fee: \$220**

**82.**            Wednesdays & Fridays, 6.30-8.00 p.m., (Room 846)  
starting October 2, 1974. 50 meetings. **Fee: \$220**

At Wah Yan College, Queen's Road East.

**83.**            Mondays & Wednesdays, 6.15-7.45 p.m.,  
starting September 30, 1974. 50 meetings. **Fee: \$220**

**84.**            Tuesdays & Thursdays, 6.15-7.45 p.m.,  
starting October 3, 1974. 50 meetings. **Fee: \$220**

At the Government Training Division, Lee Gardens,  
2nd floor, Hysan Avenue, Causeway Bay.

**85.**            Mondays & Wednesdays, 6.15-7.45 p.m.,  
starting September 30, 1974. 50 meetings. **Fee: \$220**

#### **B. *In Kowloon***

Course No. At Wah Yan College, Waterloo Road.

**86.**            Mondays & Wednesdays, 6.15-7.45 p.m.,  
starting September 30, 1974. 50 meetings. **Fee: \$220**

**87.**            Tuesdays & Thursdays, 6.15-7.45 p.m.,  
starting October 3, 1974. 50 meetings. **Fee: \$220**

At the Hong Kong Baptist College, Waterloo Road.

**88.**            Mondays & Wednesdays, 6.30-8.00 p.m.,  
starting September 30, 1974. 50 meetings. **Fee: \$220**

**89.**            Tuesdays & Thursdays, 6.30-8.00 p.m.,  
starting October 3, 1974. 50 meetings. **Fee: \$220**

## Second Year 'B'

### A. *In Hong Kong*

- Course No. At Hong Kong University.
90. Mondays & Wednesdays, 6.30-8.00 p.m.,  
starting September 30, 1974. 50 meetings. **Fee: \$220**  
Room 516, Knowles Building.
91. Wednesdays & Fridays, 6.30-8.00 p.m.,  
starting October 2, 1974. 50 meetings. **Fee: \$220**  
Room 122, University Main Building.
- At Wah Yan College, Queen's Road East.
92. Mondays & Wednesdays, 6.15-7.45 p.m.,  
starting September 30, 1974. 50 meetings. **Fee: \$220**
93. Tuesdays & Thursdays, 6.15-7.45 p.m.,  
starting October 3, 1974. 50 meetings. **Fee: \$220**

### B. *In Kowloon*

- Course No. At Wah Yan College, Waterloo Road.
94. Tuesdays & Thursdays, 6.15-7.45 p.m.,  
starting October 3, 1974. 50 meetings. **Fee: \$220**
- At the Hong Kong Baptist College, Waterloo Road.
95. Tuesdays & Thursdays, 6.30-8.00 p.m.,  
starting October 3, 1974. 50 meetings. **Fee: \$220**

## Second Year 'A'

### A. *In Hong Kong*

- Course No. At Room 516, Knowles Building,  
University of Hong Kong.
96. Tuesdays & Thursdays, 6.30-8.00 p.m.,  
starting October 3, 1974. 50 meetings. **Fee: \$220**
- At the Government Training Division, Lee Gardens,  
2nd floor, Hysan Avenue, Causeway Bay.
97. Mondays & Wednesdays, 6.15-7.45 p.m.,  
starting September 30, 1974. 50 meetings. **Fee: \$220**

### B. *In Kowloon*

- Course No. At Wah Yan College, Waterloo Road.
98. Mondays & Wednesdays, 6.15-7.45 p.m.,  
starting September 30, 1974. 50 meetings. **Fee: \$220**

## CERTIFICATE COURSES IN ENGLISH FOR BUSINESS

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

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

### SYLLABUS

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

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

*Note:* Course tutors will set a number of assignments during the year which students will be expected to complete.

**ADMISSION REQUIREMENTS:** To be accepted, applicants must hold a Hong Kong Certificate of Education (English or Chinese) with a Pass in English Language and fulfill one of the following conditions:

- (a) have completed one of the Second Year Use of English courses offered by the Department of Extra-Mural Studies, University of Hong Kong, with a Grade A to C, and submit a statement saying why they wish to attend the courses;
- (b) have passed the requisite Entrance Examination.

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

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

*AT (A) 6.15 p.m. OR (B) 7.00 p.m.*

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

|                      |                       |
|----------------------|-----------------------|
| 30th August, 1974;   | 6th September, 1974;  |
| 3rd September, 1974; | 10th September, 1974. |

*AT (A) 6.15 p.m. OR (B) 7.00 p.m.*

Wah Yan College, Waterloo Road, Kowloon.

|                      |                       |
|----------------------|-----------------------|
| 2nd September, 1974; | 9th September, 1974;  |
| 4th September, 1974; | 12th September, 1974. |

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

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

The Extra-Mural Certificate in English for Business is recognised by the Institute of Chartered Secretaries and Administrators and qualifies the holders for exemption from the English Paper in the Institute's Examinations.

EARLY APPLICATION IS STRONGLY ADVISED  
LIMITED NUMBER OF ENTRANCE TEST PLACES AVAILABLE

## COURSES

### A. *In Hong Kong*

- Course No. At Room 217, University Main Building,  
University of Hong Kong.
- 99.** Mondays & Wednesdays, 6.30-8.00 p.m.,  
starting October 9, 1974. 50 meetings.  
Composite Fee (Tuition and Examination): **\$220**
- At Wah Yan College, Queen's Road East.
- 100.** Tuesdays & Thursdays, 6.15-7.45 p.m.,  
starting October 8, 1974. 50 meetings.  
Composite Fee (Tuition and Examination): **\$220**
- At the Government Training Division, Lee Gardens,  
Hysan Avenue.
- 101.** Mondays & Wednesdays, 6.15-7.45 p.m.,  
starting October 7, 1974. 50 meetings.  
Composite Fee (Tuition and Examination): **\$220**

### B. *In Kowloon*

- Course No. At Wah Yan College, Waterloo Road.
- 102.** Mondays & Wednesdays, 6.15-7.45 p.m.,  
starting October 7, 1974. 50 meetings.  
Composite Fee (Tuition and Examination): **\$220**
- 103.** Tuesdays & Thursdays, 6.15-7.45 p.m.,  
starting October 8, 1974. 50 meetings.  
Composite Fee (Tuition and Examination): **\$220**
- At the Hong Kong Baptist College, Waterloo Road.
- 104.** Mondays & Wednesdays, 6.30-8.00 p.m.,  
starting October 7, 1974. 50 meetings.  
Composite Fee (Tuition and Examination): **\$220**

**105. Advanced Expression in English.** R. H. Child, M.A. (Oxon.), P.G.C.E. (Lond.). *Wednesdays, 6.15-7.45 p.m., starting October 9, 1974. Government Training Division, Lee Gardens, 2nd floor, Hysan Avenue. 20 meetings.* **Fee: \$100**

This further course, which is intended for those who already have a good command of English, is particularly suitable for teachers and others who need to communicate in writing. Intensive tuition will be provided in distinguishing, considering and practising different styles of writing in English. In addition to those provided in the textbook '*The Written Word*', a number of examples of different kinds of non-literary prose will be made available during the course for critical examination and discussion in class. The tutor will lead these discussions and explain how the writers achieved a certain effect by the way in which they wrote. He will also provide those attending the course with tuition in how they can express themselves in writing to meet different situations, and numerous exercises will be set.

*Admission Requirements :*

Either an Extra-Mural Certificate in the Use of English or English for Business with a grade A, B or C.

Or a Pass in English at Hong Kong University Matriculation level or equivalent.

*Enrolment will be limited to 25 students.*

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

## SPOKEN ENGLISH

### 106. Certificate Course in English Speech

In this intensive course tuition will be given in the pronunciation and intonation of English, and very considerable opportunity will be provided for the students to practice what they have learnt in a wide variety of English dialogues. All those who enrol in the course, therefore, will be expected to attend regularly and participate actively during the course.

#### *Syllabus :*

English Pronunciation and Dialogues;  
Intonation in English;  
Advanced Oral Communication.

#### *Admission Requirements :*

- (a) A Certificate in the Use of English or a Certificate in the English for Business in Grade B with an Oral Grade A, awarded by the Department of Extra-Mural Studies, University of Hong Kong;
- (b) Satisfactory performance in the Entrance Text. *All those who do not possess qualification (a) should therefore attend the Entrance Test to be held in the Extra-Mural Town Centre, Universal House, 11th floor, 151, Des Voeux Road Central (Entrance from Gilman Street, opposite International Building) at 6.15 p.m. on 11th September, 1974.*

*Enrolment limited to 25 students.*

*Closing date for applications :* 9th September, 1974.

*Time :* 6.10-7.40 p.m., Mondays and Wednesdays, starting September 23, 1974.

*Place :* Extra-Mural Town Centre.

*Duration :* 60 sessions, inclusive of examination.

*Fee :* \$300, inclusive of examination fee.

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

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

*Tutors :* J. P. Bensly, M.A. (Oxon.), M.A. (Reading), Staff Tutor in English, Department of Extra-Mural Studies, University of Hong Kong.

P. T. McGuire, A.B., M.Div., M.R.E., Language Instructor, United College, The Chinese University of Hong Kong.

# ENGLISH FOR TRANSLATORS

## 107. Certificate Course in Translation Techniques

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

### *Syllabus*

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

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

### *Admission Requirements*

All applicants should possess one of the following qualifications:

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

*Or*

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

### *Entrance Examination*

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

6.15 p.m. on Thursday, 12th September, 1974,  
in the Extra-Mural Town Centre,  
Universal House, 11th floor,  
151, Des Voeux Road Central.  
(Entrance from Gilman Street, opposite International Building).

Preference will be given to candidates who are actively engaged in translation and/or interpreting work.

*Enrolment will be limited to 25 students.*

*Closing date for applications: 9th September, 1974.*



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

*Time* : 6.30–8.00 p.m., on Mondays and Wednesdays, starting September 23, 1974.

*Place* : Room 142, University Main Building.

*Duration* : 55 sessions, inclusive of examination.

*Fee* : \$350, inclusive of examination fee.

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

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

*Tutors* : Mrs. Mary Fung, B.A. (H.K.), M.A. (Col.), Lecturer in Chinese, University of Hong Kong.

Jao Yu-Wei, B.A. (Tsinghua), M.A. (Edin.), Controller of Translation Services, Department of Home Affairs.

Mrs. Helen Kwok, M.A., Dip.Ed. (H.K.), Senior Lecturer in English, University of Hong Kong.

*Board of Studies :*

Mrs. Mary Fung, B.A. (H.K.), M.A. (Col.), Lecturer in Chinese, University of Hong Kong.

Dr. R. S. W. Hsu, B.A. (H.K.), M.A., Ph.D. (Cantab.), Lecturer in Chinese, Language Centre, University of Hong Kong.

Jao Yu-Wei, B.A. (Tsinghua), M.A. (Edin.), Controller of Translation Services, Department of Home Affairs.

Mrs. Helen Kwok, M.A., Dip.Ed. (H.K.), Senior Lecturer in English, University of Hong Kong.

Ma Meng, M.B.E., B.A. (Yenching), Professor of Chinese, University of Hong Kong.

D. J. H. Macintosh, M.A. (Cantab.), P.G.C.E. (Lond.), F.R.S.A., Senior Staff Tutor in English, Department of Extra-Mural Studies, University of Hong Kong.

# ENGLISH FOR TEACHERS

## 108. Certificate Course in English Teaching Methodology

### *Syllabus :*

The Language Teaching Situation in Hong Kong;  
Principles of English Language Teaching;  
The Structure of English Grammar;  
The Teaching of Grammar;  
The Teaching of Writing;  
The Teaching of Reading;  
The Teaching of Speaking and Listening Skills;  
Principles of Language Testing.

### *Admission Requirements :*

- a university degree;
- a college of education diploma or certificate;
- a university degree plus a professional qualification.

All applicants must be teaching English in Form IV and above in Government, aided or private English-medium secondary schools and *should attach a photostat copy of their degree or college of education diploma/certificate and a written statement saying what their teaching experience has been and why they wish to enrol in the course to their application forms. Applicants may be required to attend an interview before their applications are accepted.*

*Enrolment limited to 25 students.*

*Last date for applications : 21st September, 1974.*

*Time :* 6.30–8.00 p.m., Wednesdays and Fridays, starting October 2, 1974.

*Place :* Room 231, Knowles Building, University of Hong Kong.

*Duration :* 60 sessions, inclusive of examination.

*Fee :* HK\$300, inclusive of examination fee.

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

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

*Tutors :* J. P. Bensly, M.A. (Oxon), M.A. (Reading), Staff Tutor in English, Department of Extra-Mural Studies, University of Hong Kong;  
William Cheng, B.A., M.A. (Ed.) (HKU), Dip. in App.Ling. (Edin.), Principal, Queen's College, Hong Kong.  
P. D. Reynolds, B.A. (N.U.I.), B.D. (Dub.), M.Ed. (Tor.), Lecturer in English, Department of Education, University of Hong Kong.

*FEE REFUND*: Teachers of English at Advanced or Certificate of Education levels attending this course 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.

**109. Educational Drama as a Teaching Method.** Miss S. Stanley, A.G.S.M. *Tuesdays, 6.30–8.00 p.m., starting October 15, 1974. Room 231, Knowles Building, University of Hong Kong. 12 meetings. Fee: \$75*

This course is directed at teachers who are interested in working with and adapting recognised educational drama methods. An aim of educational drama is to encourage students to question and make decisions when faced with particular problems within an improvised situation. This method of working helps students to communicate their ideas more spontaneously to each other, as well as giving them extra insight into the experience of being involved imaginatively in a particular role or situation. Teachers attending will need to participate in the various activities which will include some of the following ways of working: drama exercises and games, role play, improvised situations based on stories, historical events, themes, group speaking.

It is hoped that there will be an opportunity for the tutor to follow up some of the course work with teachers in their schools. Although the course is not directly concerned with school theatre productions the tutor will be pleased to discuss ideas with teachers.

The tutor was formerly Drama Warden with the Drama Inspectorate, Inner London Education Authority, and has had considerable experience in organising in-service courses for teachers in London.

*FEE REFUND*: Teachers at Advanced or Certificate of Education levels attending this course 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 FOR APPRECIATION

**110. The English Novel.** W. M. Alexander, M.A. (St. Andrews).  
*Wednesdays, 6.30-8.00 p.m., starting October 16, 1974. Room 248, Knowles Building, University of Hong Kong. 24 meetings.* **Fee: \$150**

The history of the English novel can be dated back to the early eighteenth century and since then has developed very considerably in line with varying social conditions, interests and the taste of the average reader. Six representative novels, starting with 'Tom Jones' by Henry Fielding, who is often considered the 'Father' of the English novel, will be considered, and the tutor will explain how styles have changed over the last two hundred years and how the themes have also varied.

The following novels will be considered during the course:

|                 |                           |
|-----------------|---------------------------|
| Henry Fielding: | Tom Jones;                |
| Jane Austen:    | Emma;                     |
| George Eliot:   | Middlemarch;              |
| Thomas Hardy:   | The Return of the Native; |
| D. H. Lawrence: | Sons and Lovers;          |
| E. M. Forster:  | A Passage to India.       |

Copies of these novels may be obtained from the Hong Kong Book Centre, Des Voeux Road Central, where they are reserved for those attending this course.

# European Languages & Literature

*Staff Tutor : Duncan Macintosh, Telephone 5-456443*

**III. Spanish I.** T. Quejada, B.S.E. (San Augustin), M.Theol. (San Tomas), Chancellor, Spanish Consulate General. *Wednesdays and Fridays, 7.00-8.00 p.m., starting September 25, 1974. City Hall Committee Room North. 60 meetings.* **Fee: \$300**

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

*Enrolment limited to 25 persons.*

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

**III.2. Spanish II.** T. Quejada, B.S.E. (San Augustin), M.Theol. (San Tomas), Chancellor, Spanish Consulate General. *Wednesdays and Fridays, 8.00-9.00 p.m., starting September 25, 1974. City Hall Committee Room North. 50 meetings.* **Fee: \$300**

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

*Enrolment limited to 25 persons.*

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

**III.3. European Culture: The Renaissance Tradition II.** Daniele Occhipinti, M.A. (Rome), Italian Vice Consul. *Thursdays, 6.30-8.00 p.m., starting October 10, 1974. Room 248, Knowles Building, University of Hong Kong. 10 meetings.* **Fee: \$60**

Ce cours sera une continuation du précédent sur la civilisation de la Renaissance délivré par Monsieur Occhipinti en hiver 1973. Il débutera par une révision des sujets entamés la dernière fois et considérera par la suite la philosophie, l'art et la littérature de la Renaissance et l'influence qu'ils ont dans le développement de la culture Européenne. Il considérera également l'importance de ces sujets en tant que contribuant aux valeurs universelles de la Renaissance.

Les conférences seront illustrées par des diapositives et le conférencier entamera une discussion sur le thème principal à la fin de chaque conférence.

Ce cours est destiné principalement à ceux qui ont suivi le cours précédent; mais ceux qui n'ont pas pu le faire pourront néanmoins profiter de celui-ci, grâce à la révision qu'il fournira au début du nouveau cours.

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

# Geography & Geology

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

## II4. 當代中國地理 (Geography of Contemporary China)

主 講 人：陳達材學士（香港中文大學聯合書院地理系助教）。

講授語言：粵語。

地 點：九龍柯士甸道 162 號，聖瑪利嘉諾撒女書院。  
（入口處在金巴利道與柯士甸路交界處，課室在二樓 23 號室）。

時 間：一九七四年十月二日起每星期三下午六時十五分至七時十五分。共十二講。

學 費：四十元。

本課程重點在於採用較新之現代地理學概念資料與方法，對中國近二十多年來之空間事象及演變作出探討。並利用比較方法，在時間上將中國在一九四九年前後之現象比較；在空間上，將中國及其他國家比較。

內容包括中國政治結構與事象之空間關係，行政單位之演變與行政結構，軍區與邊界問題；中國之人口與都市化；中國之農業與農村；水利建設之近況；自然資源之探討；工業建設諸問題；交通建設及其地理意義；中國之國際貿易與外交。

本課程主要是希望能提供對中國之一種看法，或研究途徑，適合一般教師、大專學生及對當代中國有興趣之各界人士。

**115. Geography in the Field (Physical).** K. C. Chau, B.A. (H.K.), Demonstrator in Geography, University of Hong Kong. *Thursdays, 6.30-7.30 p.m., starting October 10, 1974. Room 122, University Main Building. 6 meetings plus 5 field trips.* **Fee: \$75**

An introductory study of soil geography, biogeography and physical geography, the criterion, problems and achievements of which will be evaluated with reference to local examples. Special emphasis will be laid on the soils of Hong Kong with regard to their genesis, uses and response to man's impact. The interplay of vegetation, soils and environmental factors will receive equal attention and the course will conclude with a discussion of geomorphological problems.

Priority will be given to post-secondary students and geography teachers.

*Enrolment is limited to 35 persons.*

**116. Urban Geography.** Miss Chung Yuet-ping, B.A. (C.U.H.K.), M.A. (Kent), Ph.D. (Minn.). *Mondays, 6.15-7.45 p.m., starting October 7, 1974. Room 122, University Main Building. 8 meetings.* **Fee: \$45**

An introductory course covering the following topics: evolution of urban systems (urbanization, suburbanization, and urban design), urban hierarchy (urban centres and their functional relationship), social space, and field survey methods in urban geography. Examples of urban systems from Asia, Africa and Western societies are selected for discussion to illustrate the forces in urbanization. Field methods such as sampling and questionnaire surveys are approached with examples from Hong Kong. Some class projects for high school students in field studies on local urban environment are suggested.

This course is especially designed for upper form high school teachers, or those who have special interest in this field.

**Trends in Geography.** Dr. Chung Yuet-ping, starting February, 1975.

**Economic Geography of Hong Kong: Its Modern Concepts & Techniques.** David Chu Kim Yee, starting February, 1975.

**建築地質學：**林華興碩士主講，一九七五年二月開始。

*See also :*

**75. Introduction to Rock Mechanics.** (Page 33)

# History

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

**117. The Revolutions of the World and Their Impact on China.** P. Deli, M.A. (Sydney), R. Quedsted, M.A., Ph.D. (Lond.), J. Grant, M.A. (Washington), Lee Ngok, M.A., Dip.Ed. (H.K.), Ph.D. (Lond.). *Wednesdays, 6.15-7.45 p.m., starting October 9, 1974. Room 103, University Main Building. 11 meetings.* **Fee: \$60**

All lectures are conducted by a team of University lecturers from the Department of History, each contributing according to their present research and teaching. Various aspects of the undercurrents fermenting the revolutionary activities in 1789 France, 1917 Russia and Modern Japan will be analysed; the consequent liberal and socialist movement will also be discussed; the final aim being to trace the influences, especially of the latter two countries, on modern Chinese historical trends. The Chinese revolution of 1911, the intellectual revolution of 1919 and the later socialist revolution will be particularly discussed.

Upper form school teachers and those engaged in historical studies will find this course especially useful in acquiring new concepts and approaches. This course will be followed in the spring of 1975 by a course on 'Modern & Contemporary China'.

**Modern and Contemporary China: A Period of Reforms and Revolutions.** Dr. Owen H. H. Wong, starting February, 1975.

*See also :*

**168. The Ancient Civilisation of China.** (Page 81)



# Hong Kong Studies

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

## 118. 一八四二年以前之香港 (Hong Kong Before 1842)

主 講 人：莫秀馨碩士（香港佛教善德中學校長）。

講授語言：粵語。

地 點：香港大學校本部 167 室。

時 間：一九七四年十月二日起每星期三下午六時十五分至七時十五分。共十二講。

學 費：四十五元。

此種資料之介紹是使學員於聽講後，能對前代的香港有一更深切實在的了解。內容包括香港、九龍、新界等地一八四二年以前之史蹟分佈與分佈景況；香港之海灣與特產及其前代隸屬；屯門與其地自唐至宋之海上交通，大埔海與其地自五代至明之採珠，宋王台與宋季之海上行朝；香港村與九龍新界等地香品之種植與出品；獅子嶺與清初香港九龍新界之遷海與復界；西營盤與張保仔禍亂之平定，佛堂門與香港，九龍新界等地之天后廟；錦田之力瀛書院及香港、九龍、新界等地之舊日文物；香港有歷史性之建築物。講授時將輔以幻燈片及電影。

本課程歡迎一般對香港文物、歷史有興趣者參加，特別是對從事於文化、教育及旅遊事業者，將會提供一些新的資料。

## 119. 香港中文教育的發展

(A History of Chinese Education in Hong Kong)

主 講 人：王齊樂校長（官立初級夜中學監督）。

講授語言：粵語。

地 點：香港大學校本部 167 室。

時 間：一九七四年十月二日起每星期三下午七時半至八時半。共十二講，另加一星期天之實地考察。

學 費：四十五元。

本課程包括一個整天實地考察，分別討論香港中文教育發展的研究方法，香港前代文化活動的史實，香港的前代教育，現存的清代舊學舍簡介，新界各地清代舊學舍實地考察（星期日舉行），新界各地的歷代科第人物，香港開埠初期的中文教育概況，理雅各和他的教育革新運動，二十世紀初期的中文學塾中文教育的開展，金文泰時代中文教育的擴充，及師範教育的建立與中文學校的勃興。

本課程着重講授，討論與實地考察的配合，自中文成為法定語文後，各界人仕更宜檢討過去中文教育的成長經過，以充份了解目下的情形，凡選修「一八四二年以前的香港」者，更宜加修此課程，以期對過去的香港有一更全面之了解。

**香港在近代中國所扮演的角色**：羅香林教授、趙令揚博士、霍啓昌碩士、黃康顯博士等主講。一九七五年二月開始。

*See also:*

179. **The Government, Politics and Political Environment of Hong Kong.** (Page 86)

185. **Hong Kong Birds.** (Page 89)

186. **Fauna of Hong Kong.** (Page 89)

62. **香港經濟**（第 26 頁）。

188. **香港海洋魚類**（第 90 頁）。

# Law

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

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

**120. Principles of English Law.** Wilfred Lee, LL.B. (Lond.), Solicitor, Asst. Crown Counsel. *Tuesdays, 6.15-8.30 p.m., starting October 8, 1974. Room 743, Knowles Building, University of Hong Kong. 20 meetings.*  
**Fee: \$145**

A course designed to be of assistance to candidates preparing for the Intermediate Examination of the Institute of Chartered Secretaries and Administrators. 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; 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*.

**121. English Mercantile Law.** Peter Norman Duncan, LL.B. Hons. (Canterbury, N.Z.), Barrister & Solicitor of the Supreme Court of New Zealand, Crown Counsel. *Fridays, 6.15-7.45 p.m., starting October 4, 1974. Room 217, University Main Building. 20 meetings.*  
**Fee: \$110**

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

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

**Company Law and Partnership.** Starting February 1975.

*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.*

**122. English Legal System.** Mrs. Susan York Kneebone, LL.B. (Adelaide), Barrister & Solicitor of the Supreme Court of South Australia. *Thursdays, 6.15-7.45 p.m., starting October 3, 1974. Room 732, Knowles Building, University of Hong Kong. 20 meetings.* **Fee: \$110**

**123. Constitutional Law.** William P. K. Lee, Barrister-at-law (Inner Temple), Crown Counsel. *Wednesdays, 6.15-7.45 p.m., starting October 2, 1974. Room 722, Knowles Building, University of Hong Kong. 20 meetings.* **Fee: \$110**

**124. Criminal Law.** Brian T. Caird, LL.B. (New Zealand), Crown Counsel. *Mondays, 6.15-7.45 p.m., starting September 30, 1974. Room 722, Knowles Building, University of Hong Kong. 20 meetings.* **Fee: \$110**

**125. Law of Contract.** L. Pegg, LL.B. (Birm.), Cert.Ed. (Leeds), Lecturer in Law, University of Hong Kong. *Tuesdays, 6.15-7.45 p.m., starting October 15, 1974. Room 722, Knowles Building, University of Hong Kong. 20 meetings.* **Fee: \$110**

#### LAW FOR LAYMEN

**126. Landlord and Tenant.** Shum Cheuk-yum, LL.B. (Lond.), Barrister-at-Law of Middle Temple. *Thursdays, 6.15-7.45 p.m., starting October 10, 1974. Room 415, Knowles Building, University of Hong Kong. 10 meetings.* **Fee: \$50**

The course aims to introduce the law of landlord and tenant and to discuss how the law affects the interests of both landlord and tenant in Hong Kong.

**127. 市民與法律**  
**(Law and the Citizen)**

主 講 人：韓譚春先生。

講授語言：粵語。

地 點：香港大學校外課程部市區中心。

時 間：一九七四年十月三日起每星期四下午五時卅分  
至七時。

學 費：六十元。

本課程共十五講，每週一次，旨在引起市民對法律之興趣與認識。主要內容包括：

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

**128. 契約法**  
**(Law of Contract)**

主 講 人：郭慶偉先生。

講授語言：粵語（輔以英語）。

地 點：香港大學校外課程部市區中心。

時 間：一九七四年十月四日起每星期五下午七時至八  
時。

學 費：四十五元。

本課程共十六講，目的在使市民對香港契約法作基本認識。內容包括契約之訂立和形式；立約時當事人應具的條件；使契約作廢之因素；破壞和結束契約；補償及國際私法等。

*See also :*

**49. An Introduction to Law for the Businessman. (Page 20)**

# Librarianship

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

*The 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 United Kingdom Library Association General Professional 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 libraries or are otherwise interested in the subject, are advised to take the Certificate Course for Library Assistants.*

**129. Certificate Course for Library Assistants.** *Mondays and Thursdays, 6.15-7.45 p.m., starting September 23, 1974. Room 743, Knowles Building, University of Hong Kong.* **Fee: \$450**

- Tutors* : Miss L. B. Kan, B.Sc. (H.K.), M.A., M.L.S. (Calif.), Ph.D. (H.K.), Librarian, Chinese University of Hong Kong (Tutor-in-Charge).  
Frederick Chang, B.L.S., M.Ed. (Ottawa), M.L.S., Sub-Librarian, Chinese University of Hong Kong.  
Foo Kwok Wah, B.A. (H.K.), A.L.A., Senior Asst. Librarian, Hong Kong Polytechnic.  
Miss Helen Ho, B.A. (H.K.), Dip.Lib. (N.S.W.), Asst. Librarian, University of Hong Kong.  
Ng Wai Tak, Alexander, B.A. (H.K.), M.A. (H.K.), A.L.A., Asst. Librarian, Urban Council Public Libraries.  
Poon Wah Tung, B.A. (C.U.H.K.), A.L.A., College Librarian, New Asia College, Chinese University of Hong Kong.  
Mrs. W. Steynberg, A.S.A.L.A., Librarian, Fisheries Research Station.

The course consists of four sections:

- Part 1: Library Routines & Methods  
No. of Meetings: 34
- Part 2: General Library Principles & Practice  
No. of Meetings: 15
- Part 3: Children's Libraries—including school libraries  
No. of Meetings: 8
- Part 4: Practical Work & Visits to Libraries  
Time: March 25, 26, 27; April 1, 2, 3, 1975  
(9 a.m.-12 noon; 2-5 p.m.);  
May 3, 17, 1975 (2.45-5.45 p.m.).

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

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

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

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

*Closing date for applications:* September 13, 1974.

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

*Date of Examination:* June 21, 1975.

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

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

**130. Librarianship. Part I Course.** *Tuesdays and Fridays, 6.15-8.30 p.m., starting September 24, 1974. Room 721, Knowles Building, University of Hong Kong. 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.), Librarian, Chinese University of Hong Kong. (Tutor-in-Charge).

Timothy A. Chow, L-ès-L (Aurore), Dip.Lib. (N.S.W.), Senior Librarian, Urban Council Public Libraries.

Mrs. Grace H. L. Chu, B.A., Dip.Ed. (H.K.), A.L.A., Asst. Librarian, University of Hong Kong.

Mrs. Ursula Roberts, B.A. (Barnard College, N.Y.), Dip.Lib. (Lond.), F.L.A.

Mrs. Christine Will, B.Arts (Queensland), A.L.A.A., Asst. Librarian, Chinese University of Hong Kong.

A comprehensive course specially designed to prepare candidates for the United Kingdom Library Association General Professional Part I Examination. This examination cannot be taken in Hong Kong but can be taken in the United Kingdom.

Library Association General Professional 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*: Two Advanced Level subjects and three Ordinary Level subjects, including English Language. These may be Advanced Level subjects of the General Certificate of Education of London University or of the Hong Kong University or Chinese University Matriculation Examination. The three Ordinary Level subjects may be in the Hong Kong Certificate of Education Examination with grades of A or B or C.

*Closing date for applications*: September 16, 1974.

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



# Mathematics

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

**131. Introduction to Modern Mathematics—a course for parents.** R. M. L. Bracey, M.A. (Cantab.), Dip.Ed., A.F.I.M.A. *Tuesdays, 5.30–7.00 p.m., starting September 24, 1974. Extra-Mural Town Centre. 16 meetings.* **Fee: \$65**

This course will deal with some of the topics contained in a modern mathematics syllabus at secondary level, and will include Sets, Matrices, Topology, Transformation Geometry, Statistics, elementary Programming. It is intended for parents of children attending secondary school and for teachers unfamiliar with modern mathematics at this level. This course may be followed by a further course covering the above topics in greater depth.

*The following courses are specially designed to prepare candidates for the examination leading to the DIPLOMA IN MATHEMATICS (Teaching) sponsored by the United Kingdom Mathematical Association. The examination may be taken in Hong Kong and is open to teachers or intending teachers.*

**132. Pure Mathematics.** Ho Siu Lun, B.Sc. (Lond.), A.F.I.M.A.; Ko Lo Suen, B.A., M.A., Cert.Ed. (H.K.). *Wednesdays, 6.15–8.30 p.m., starting September 25, 1974. Room 743, Knowles Building, University of Hong Kong. 50 meetings.* **Fee: \$400**

**133. History & Ideas of Mathematics.** Ho Siu Lun, B.Sc. (Lond.), A.F.I.M.A. *Fridays, 6.15–7.15 p.m., starting September 27, 1974. Room 743, Knowles Building, University of Hong Kong. 20 meetings.* **Fee: \$85**

*Further details are available on request.*

### 134. 談談初級中學的數學 (Workshop on Junior School Mathematics)

主 講 人：梁鑑添先生。

講授語言：粵語。

地 點：香港大學鈕魯詩樓 732 室。

時 間：一九七四年十一月一日起每星期五下午六時十五分至八時十五分。

學 費：四十元。

自從「新數」在香港中學推行以來，兩大學的校外課程部已經舉辦過多種進修課程介紹「新數」的內容和意義。在這十多年裏教師們積集了很多教與學的經驗。關心中學教育人士對「新數」的見解和評價在近年來有很大的轉變。例如：

「新數」和「舊數」應該怎樣比對？

它們的精華和糟粕何在？

數學教育改革在香港該走的道路是甚麼？

這些都是教師們所重視的問題。本課程的目的是重新地對「新數」作一個客觀的檢討，希望在辯論中提供一些對教育工作有參考價值的資料。本課程分五節，每節兩小時；先由主講人對數學課程，教學法、習作、代數、幾何、三角、實用數學等問題作專題報告，然後針對專題分組討論。

### 135. 有趣的數學 (Fun with Mathematics)

主 講 人：馮源先生，畢堅先生。

講授語言：粵語。

地 點：香港大學校外課程部市區中心。

時 間：一九七四年九月廿六日起每星期四下午七時十五分至八時四十五分。

學 費：四十五元。

本課程共八講，每次一小時半，為小學生家長而設。旨在提供如何利用簡單有趣之數學遊戲以提高兒童對數學之興趣。參加者無須具特別的數學知識。

本課程提供之活動，亦可作為學校舉辦課外活動之參考，故亦歡迎小學校長及教師參加。

136. 小學數學活動  
(Activities & Games in Primary Mathematics)

主 講 人：馮源先生，畢堅先生。

講授語言：粵語。

地 點：香港大學校外課程部市區中心。

時 間：一九七四年十一月廿一日起每星期四下午七時  
卅分至九時。

學 費：五十五元。

本課程共十講，專為小學教師而設。旨在介紹最新之小學數學教學法，提供多種通過數學活動進行教學之方法。講題包括「有趣的幾何圖形」，「釘板遊戲」，「曲線圖像」，「數型」，「十進制單位之認識」等。

**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.

# Oriental Languages

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

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

*Laboratory assistance for Mandarin, Cantonese, and Putung Hua is available at Caritas House, Caine Road. Students of these courses, however, will be given one hour of conducted laboratory exercise during course time to familiarize themselves with the system.*

## MANDARIN

**137. Introductory Mandarin.** Tyrone S. C. Wang, B.A. (Yen-Ching), Language Tutor, University of Hong Kong. *Mondays and Thursdays, 6.00-7.15 p.m., starting October 3, 1974. Room 231, Knowles Building, University of Hong Kong. 40 meetings. Fee: \$260*

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.

**138. Intermediate Mandarin & Character Learning.** Tyrone S. C. Wang, B.A. (Yen-Ching), Language Tutor, University of Hong Kong. *Mondays and Thursdays, 7.30-8.30 p.m., starting October 3, 1974. Room 231, Knowles Building, University of Hong Kong, 35 meetings. Fee: \$230*

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

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

Textbook: *Chinese Dialogues* (together with Character Text) by Fred Fang-yu Wang.

**139. Higher Mandarin & Character Learning.** Tyrone S. C. Wang, B.A. (Yen-Ching), Language Tutor, University of Hong Kong. *Tuesdays, 7.30-8.30 p.m., starting October 8, 1974. Room 415, Knowles Building, University of Hong Kong. 30 meetings.* **Fee: \$200**

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

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

Textbook: *Chinese Dialogues* (together with Character Text) by Fred Fang-yu Wang.

**140. 基本普通話(國語)**  
**(Putung Hua)**

主 講 人：支宇濤先生。

講授語言：普通話。

地 點：香港大學校外課程部市區中心。

時 間：一九七四年九月二十六日起每星期一及星期四  
下午八時至九時三十分。

學 費：一百五十元。

本課程共三十講(包括錄音室練習一小時半)，每週二講，每講一小時半。內容有國語注音符號(包括注音字母及中國現行標準拼音法)，國、粵語發音，語法和詞句的差異，國語會話和文章選讀等。

**141. 基本普通話（國語）**  
**(Putung Hua)**

主 講 人：白選之學士。

講授語言：普通話。

地 點：香港大學校外課程部市區中心。

時 間：一九七五年二月。

（爲配合本部與香港電台合辦之「廣東人學普通話」課程，自一九七五年春季起，將加辦各項中級普通話課程。）

**142. Intermediate Mandarin for Japanese-Speakers.** L. T. Tan, B.A. (Nat. Chi-nan), Language Tutor, University of Hong Kong. *Mondays and Thursdays, 12.00-1.00 p.m., starting September 16, 1974. Extra-Mural Town Centre. 40 meetings.* **Fee: \$230**

The content of the course will be adjusted according to the need of Japanese-speakers, who should learn the language in a manner different from English-speaking expatriates. The main emphasis will be on practising pronunciation & short sentence construction orally, but the language structure of Chinese and Japanese will be compared. The medium of instruction will be Japanese & Mandarin.

This course has been arranged in conjunction with the Japanese Consulate-General.

**143. Advanced Mandarin for Japanese-Speakers.** L. T. Tan, B.A. (Nat. Chi-nan), Language Tutor, University of Hong Kong. *Starting February, 1975. 30 meetings.* **Fee: \$200**

Intended for those who have completed Intermediate Mandarin for Japanese-Speakers or who can prove that they have had equivalent training in Mandarin. The course will concentrate on more advanced oral expression and difficult pronunciation. The medium of instruction will be mainly Mandarin.

Text Book: 林曉容、長谷川寬共著：現代中國語會話  
（白水社出版）

*Supplementary reading materials will be provided.*

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

**144. Cantonese I.** C. Y. Ma, B.A. (Sun Yat-sen), Language Tutor, University of Hong Kong. *Mondays and Wednesdays, 3.00-4.15 p.m., starting October 2, 1974. Extra-Mural Town Centre. 40 meetings. Fee: \$260*

**145. Cantonese I.** C. S. Hung, B.A. (Chinan), Language Tutor, University of Hong Kong. *Mondays and Thursdays, 6.00-7.15 p.m., starting October 3, 1974. Room 141, University Main Building. 40 meetings. Fee: \$260*

**146. Cantonese I.** K. K. Chan, B.A. (C.U.H.K.), formerly Language Tutor, Yale-in-China Chinese Language Centre. *Mondays and Thursdays, 6.15-7.30 p.m., starting October 3, 1974. Room 23, St. Mary's Canossian College, 162 Austin Road, Kowloon (Entrance at the junction of Kimberley Road and Austin Avenue, parking space available). 40 meetings. Fee: \$260*

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

**147. Cantonese II.** C. Y. Ma, B.A. (Sun Yat-sen), Language Tutor, University of Hong Kong. *Tuesdays and Fridays, 3.00-4.00 p.m., starting October 4, 1974. Extra-Mural Town Centre. 30 meetings. Fee: \$210*

**148. Cantonese II.** C. S. Hung, B.A. (Chinan), Language Tutor, University of Hong Kong. *Mondays and Thursdays, 7.30-8.30 p.m., starting October 3, 1974. Room 141, University Main Building. 40 meetings. Fee: \$210*

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

### *Cantonese III*

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

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

**149. Cantonese III.** C. S. Hung, B.A. (Chinan), Language Tutor, University of Hong Kong. *Tuesdays, 7.30-8.30 p.m., starting October 8, 1974. Room 167, University Main Building, University of Hong Kong. 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.

**150. Chinese Characters.** Francis Sham, B.A. (Sun Yat-sen). *Wednesdays, 6.15-7.15 p.m., starting October 2, 1974. Room 141, University Main Building. 30 meetings.* **Fee: \$200**

**151. Chinese Characters.** C. Y. Ma, B.A. (Sun Yat-sen), Language Tutor, University of Hong Kong. *Tuesdays, 4.15-5.15 p.m., starting October 8, 1974. Extra-Mural Town Centre. 30 meetings.* **Fee: \$200**

**152. Chinese Characters II.** Francis Sham, B.A. (Sun Yat-sen). *Wednesdays, 7.30-8.30 p.m., starting October 9, 1974. Room 141, University Main Building. 20 meetings.* **Fee: \$250**

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

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



# JAPANESE

## 日語證書班及普通班 (Certificate Course in Japanese)

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

**課程概括：**本課程共分初級班、中級班、高級班等三階段，每階段為期半年。初級班着重日語的發音、中日語法的比較，「假名」基本文法，基本常用語句及商業會話等。

中級班着重實用日語會話，文法則包括動詞用法及語句結構等等，以期學員於修業期滿後，能應付各種場合之日語交談及閱讀日文報刊。高級班着重高程度之語言運用，文字寫作及閱讀，較艱深文句之分析，以期學員能充份操縱此種說文。

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

**入學及考試：**自高級班開始，將有嚴格之入學試，高級班結業考試合格後，本部將頒發日語證書。此項證書之頒發，又需符合下列兩種條件：①學員在高級班上課次數超過四份之三；②並在學習過程中，充份完成所有習作。

**153. 初級日語**  
**(Introductory Japanese)**

主 講 人：陳志誠碩士（香港理工學院講師）。

講授語言：粵語。

地 點：香港大學校本部 141 室。

時 間：一九七四年十月四日起每星期二及星期五下午  
六時至七時十五分。共四十講，計五十小時。

學 費：一百六十元。

（此課程將於一九七五年春季重辦）

**154. 初級日語**  
**(Introductory Japanese)**

主 講 人：黃鉅鴻碩士（香港中文大學聯合書院副講師）。

講授語言：粵語。

地 點：九龍柯士甸道 162 號，聖瑪利嘉諾撒女書院。  
（入口處在金巴利道與柯士甸路交界處，課室  
在二樓 23 號室）

時 間：一九七四年十月三日起每星期一及星期四下午  
七時四十五分至九時。共四十講，計五十小時。

學 費：一百六十元。

（此課程將於一九七五年春季重辦）

### 155. 初級日語 (Introductory Japanese)

主 講 人：孫元章學士（前任大阪商科大學語文教師）。

講授語言：粵語。

地 點：香港大學校外課程部市區中心。

時 間：一九七四年十月四日起每星期二及星期五下午  
八時十五分至九時半。共四十講，計五十小時。

學 費：一百六十元。

（此課程將於一九七五年春季重辦）

初級日語班課本：よんかた（日本國際學友會日本語學校  
編）

N.H.K. 日語講座教材（由本部供應）

### 156. 中級日語 (Intermediate Japanese)

主 講 人：伊達政之（香港中文大學，新亞書院日文講  
師）。

講授語言：日語及國語。

地 點：香港大學校本部 I4I 室。

時 間：一九七四年十月四日起每星期二及星期五下午  
七時二十五分至八時四十分。共四十講，計五  
十小時。

學 費：一百六十元。

課 本：伊達政之編著：最新實用日語讀本（香港第一  
日本專科學校發行）。

（此課程將於一九七五年春季重辦）

### 高級日語 (Advanced Japanese)

主 講 人：伊達政之。

講授語言：日語及國語。

地 點：香港大學校本部。

時 間：一九七五年三月開始。

學 費：一百六十元。

# Chinese Studies

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

## 157. 中國史學研究專題講座 (Approaches to Chinese Historical Studies)

- 主 講 人：羅香林教授：族譜與史學研究。  
饒宗頤教授：方志在史學上的運用。  
王德昭教授：作為史學研究專書的文史通義。  
孫國棟博士：用統計方法治史事例。  
趙令揚博士：報紙在史學研究中的作用與運用。  
龐德新博士：小說筆起與宋代市民的生活。  
黃康顯博士：中外檔案與外交史的研究。  
嚴耕望教授：治史經驗談。

講授語言：粵語及國語。

地 點：香港大學鈕魯詩樓 415 室。

時 間：一九七四年十月三十日起每星期三下午六時十五分至七時四十五分。共八講。

學 費：三十五元。

本部特別邀請數位香港史學的權威教授，分別就各人的專題研究範圍作不同的史學研究法介紹，以現代的觀念及科學的方法，從八個不同角度來審察歷史，使歷史的研究變為更全面性，更深入化。

此為本部特別為史學研究者及學術文教各界所提供的講座。

## 158. 中國新文學導論

(A General Survey of Modern Chinese Literature)

講授語言：粵語。

地點：香港大學鈕魯詩樓 418 室（最後兩講改在校本部 122 室）。

時間：一九七四年十月十六日起每星期三下午六時十五分至七時四十五分（最後兩講改為星期二同一時間）共十一講。計十六小時三十分鐘。

學費：五十元。

主講人及課程內容：趙令揚博士（香港大學中文系高級講師）：中國近代小說。

黃繼持碩士（香港中文大學崇基學院中文系主任）：中國近五十年來的新詩。

鍾景輝碩士（香港電視廣播有限公司製作部經理）：中國當代的戲劇。

本課程着重新的觀點與方法，而兼以比較文學的方式來分析中國的新文學的演變與趨勢。

## 159. 十八家詩

(The Poems of the Eighteen Classical Poets)

主講人：陳湛銓先生（嶺南書院中國文學教授）。

講授語言：粵語。

地點：九龍柯士甸道 162 號，聖瑪利嘉諾撒女書院。（入口處在金巴利道與柯士甸路交界處。課室為二樓 23 號室）。

時間：一九七四年十月二日起每星期三下午七時三十分至九時。共十二講。計十八小時。

學費：五十元。

用曾滌生鈔本，先講四聲平仄及作法，繼授近體詩，五律以唐人為主，尤其杜工部；七律以宋人為主，尤重蘇黃遺山。五古以陶謝杜韓為主，七古以杜韓蘇為主。

古文專題：韓愈文、蘇文擢先生主講，一九七五年二月開始。

## 160. 詩文朗誦 (Verse & Prose Speaking)

主 講 人：容宜燕先生。

講授語言：粵語。

地 點：香港大學校本部 167 室。

時 間：一九七四年九月廿四日起每星期二下午六時十五分至七時十五分。共十二講。

學 費：四十五元。

朗誦是一種語言學，一種聽覺藝術，一種高雅的文娛活動，更是研究文學不可缺少的階梯，應用至廣。課程包括詩朗誦、詞朗誦、散文朗誦、新文學作品朗誦等；選名家作品講述，作精簡的評析；注重作品內容的欣賞，朗誦藝術的研究。講後進行集體討論，以收集思廣益之效，俾負責朗誦教師及愛好中國文學人士作深入的研究。

## 161. 書法指導 (Chinese Calligraphy)

主 講 人：黃維瑁先生。

講授語言：粵語。

地 點：香港大學校外課程部市區中心。

時 間：一九七四年九月三十日起每星期一下午八時四十分至九時四十分。共十二講。

學 費：四十五元。

此課程旨在使志切研究書法者於短期內有博要之增益。講授綱要：（一）文字源流概述；（二）詳說各體書法，并摘示樣本；（三）分按學員興趣程度指導實習，詳加評論；（四）介紹前賢書法名言，以資參證；（五）就書法應用於各種體製之款式及題識文字，舉例講習。討論與實習並重，體要與應用兼顧，以建立自修上進之良基。

**162. 華僑社會與華僑問題**  
**(The Overseas Chinese Community and Their Problems)**

主 講 人：吳仁德碩士（香港中文大學聯合書院地理系副  
講 師）。

講授語言：粵語。

地 點：香港大學校外課程部市區中心。

時 間：一九七四年十月十一日每星期五下午六時至七  
時。共十講。

學 費：三十五元。

近期香港華人移居美加等國日多，故華僑社會將會有一新面目，本課程以美國三藩市的華埠為例，用社會地理學的觀點詳析華埠的演變與面臨的問題，內容包括美國華埠的發展史；華埠功能上的改變；美國華人社會經濟地位的變更；美國華人的文化感染問題；舊移民的困難處境及彼等與新移民的糾紛；美國華人社會的展望。

本課程將為對華僑問題有興趣及準備移居外國的社會人仕而設，加強彼等對未來居地的認識與適應能力。

**163. 法律與公事文件翻譯證書班**  
**(Certificate Course in Legal and Documentary Translation)**

主 講 人：馮張曼儀女士（香港大學中文系講師）。

吳李禦瀾女士（香港大學中文系講師）。

高漢釗先生（香港執業律師）。

陳善祥先生（前任香港政府高等法院翻譯主任）。

講授語言：粵語為主。

地 點：香港大學校本部 167 室。

時 間：一九七四年十月二十四日起，每星期一及星期四下午六時十五分至七時四十五分。共五十五講。

學 費：三百元。

名 額：三十二人。

課程要旨：由於中文的取得和英文同等的法律地位，香港社會對於翻譯工作的重要應有進一步的認識，而翻譯人材的供不應求，也是不可否認的事實，故本課程的開設，純粹為提供實際的專業訓練。以配合各種政府部門及私人的工商業與法律機構翻譯與行政上的需要。

課程內容：（一）翻譯的原理：包括翻譯的基本理論；漢英語法的比較；翻譯的標準；翻譯的原則與方法；及音譯與拼音。

（二）法律文件的翻譯：包括香港法律的概要與特徵；法律文件翻譯與其他文件翻譯之異同；閱讀一般法律文件的方法；一般法律文件名詞的翻譯（包括民事與刑事法律各種名詞的翻譯）；現代及傳統中國法律名詞翻譯的異同；法律文件與名詞翻譯的實習（包括各種契約、規條、陳辭、案件等等）。

（三）公事文件的翻譯：包括公事文件翻譯的技巧；會議程序及會議紀錄，議案等的翻譯；商業信札的翻譯；銀行文件的翻譯；一般演說詞的翻譯；啓事、柬帖、通告、便條及其他報告等的翻譯。

入學手續及結業考試：截止報名日期為十月八日，申請人須至少具下列任何一項資格：

- （甲）持有認可大學學位，或具有相等之程度。
- （乙）大學入學試合格，而其中之中英文二科必須具有良好成績。
- （丙）中英文具有相當修養，而曾在政府部門或其他大機構從事高水平之翻譯工作。

本部得斟酌情形要求個別申請者參加一九七四年十月十四日六時十五分在香港大學校本部舉行之甄別試驗，申請者須於申請表格內附學歷及工作經驗之證件副本及詳情。函內另附回郵信封。凡由原服務機構推薦者將獲優先考慮機會。

課程結束時，學員於考試合格後，始可領取本部頒發之證書，而證書之頒發，又須符合下列二項條件：（一）上課次數超過四份之三，及（二）完成所有課程中的作業。



**164. 實用中文證書班**  
**(Certificate Course in Practical Chinese)**

主 講 人：陳耀南碩士（香港理工學院中文高級講師）。

客座導師：梁伯鉅碩士（前任香港政府文牘專員）。  
及香港大學中文系講師。

講授語言：粵語。

地 點：香港大學校本部 217 室。

時 間：一九七四年十月十五日起每星期二下午六時十五分至八時三十分，共四十二講，計九十五小時。

學 費：三百元。

本課程之重要目的，為配合中文取得與英文同等法律地位以後當前香港社會之實際需要，其內容主要為說明各種應用文之一般原理，並以指陳體要，廣舉範例之形式介紹各種公文信件之寫作方法。

課程項目包括公私函件、商業信札、會議文件、便條、規章、契約、啓事、報告、佈告、通告、題詞、序跋等等應用文體之介紹與習作，力避陳腐，以切時用。

申請入學者至少應具備下列任何一項資格：

- （一）持有大學畢業證書，或具相等於大學畢業之程度。
- （二）大學入學試合格，合格科目包括高級程度中文。
- （三）一般對中文有相當修養，而對中文寫作有實際經驗之社會人仕。

報名者應於申請表格內附本人學歷及工作經驗之詳情，與有關證件副本，另附回郵信後，本部得斟酌情況要求個別申請者參加甄別試驗。考試時間為十月八日（星期二）下午六時十五分。地點為香港大學校本部 217 室，截止報名日期為九月三十日。凡由各機關保送前來就讀者，得獲優先考慮。

課程結束後，學員若能符合下列三項條件，則可領得本部頒發之證書：

- （一）畢業考試合格。
- （二）上課次數超過四份之三。
- （三）完成所有課程中的作業。

**165. 語言傳達學入門**  
**(Introduction to Speech-communication)**

主 講 人：林樹蓮碩士。

講授語言：粵語，輔以英語。

地 點：香港大學校本部 142 室。

時 間：一九七四年十月八日起每星期二下午六時十五分至七時四十五分。共二十講。計三十小時。

學 費：一百一十元。

此乃美洲最近新興的一門實用學科，用科學化及系統化的分析，幫助參加者對其語言環境之意義，作有系統的觀察，再用語言為媒介，發揮人與其環境合一化的創造能力。

內容包括語言與傳達的現象；語言與傳達的關係；個人與傳達的關係；傳達時常遇到的阻礙；及勸誘的技巧。

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

**166. Topics in Chinese Literature.** L. Y. Chiu, M.A. (H.K.), Ph.D. (Sydney), Senior Lecturer in Chinese, Mary Fung, B.A. (H.K.), M.A. (Col.), Lecturer in Chinese, K. P. H. Ho, M.A. (H.K.), D.Phil. (Oxon), Lecturer in Chinese, Owen H. H. Wong, M.A. (H.K.), Ph.D. (Cantab.), S. K. Wong, M.A., Dip.Ed. (H.K.), D.Phil. (Oxon), Lecturer in Chinese. *Fridays, 6.15-7.45 p.m., starting October 11, 1974. Room 103, University Main Building. 11 meetings.* **Fee: \$60**

A team of University lecturers, drawn mainly from the Department of Chinese, will draw on their specialised teaching & research experience, to highlight the main characteristics of Chinese Literature, past and present. A general survey of Chinese Literature will be given at the beginning of the course in order to set the scene and then the following topics will be discussed: the rhyme prose of the Han period; Li Po & Tu Fu, two famous T'ang poets; modern Chinese novels, and modern Chinese poetry.

Little or no previous knowledge of the subject will be assumed.

**167. Chinese Literature in English Translation.** S. K. Wong, M.A., Dip.Ed. (H.K.), D.Phil. (Oxon), Lecturer in Translation, University of Hong Kong. *Fridays, 6.15-7.45 p.m., starting October 4, 1974. Room 142, University Main Building. 12 meetings.* **Fee: \$65**

A selection of English translations of Chinese prose & poetry will be supplied and will be analysed critically. The changing fashions in the translation of Chinese poetry into English will be discussed, as well as the general problems facing the translator.

The course is primarily intended for two types of students: first, school teachers interested in the teaching of Translation up to Sixth Form level, and, second, English-speaking non-Chinese students who have a reasonable command of the Chinese Language and who wish to further their understanding of Chinese Literature.

**168. The Ancient Civilisation of China.** O. H. H. Wong, M.A. (H.K.), Ph.D. (Cantab.). *Mondays, 6.15-7.45 p.m., starting October 7, 1974. Room 103, University Main Building. 12 meetings.* **Fee: \$50**

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

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

**169. Chinese Religion and Religious Practice.** James P. McGough, B.A. (Washington), M.A. (Michigan State), Lecturer in Sociology, University of Hong Kong. *Tuesdays, 6.15-7.45 p.m., starting October 15, 1974. Room 418, Knowles Building, University of Hong Kong. 8 meetings.* **Fee: \$45**

This course will begin with a survey of traditional Chinese religion, including the 'three teachings' of Confucianism, Buddhism, and Taoism. The main emphasis will then be on the popular, or 'folk' religion and its practice. Topics will include, among others, the ritual calendar, the Chinese pantheon, ancestor worship, shamanism, and the types and forms of religious rituals. Special reference will be made to religious practice in Taiwan and Hong Kong, and lectures will be illustrated with slides whenever possible.

**170. The Chinese Family.** Mrs. H. L. McGough, B.A. (Grinnell Coll.), M.A. (Mich.). *Thursdays, 6.15-7.45 p.m., starting October 3, 1974. Room 230, Knowles Building, University of Hong Kong. 12 meetings. Fee: \$60*

The family unit has usually been considered the backbone of Chinese society. After a brief discussion of the types and functions of families in general, this course will deal with the family in traditional China; changes in the family since the beginning of the Republican period in China; the Chinese family in Hong Kong, Taiwan, and overseas Chinese communities. Finally, there will be discussion of the family under the Communist system in mainland China.

The approach will be anthropological, and use will be made of the tutor's experiences in Taiwan.

**171. Understanding Chinese Customs & Traditions.** Mrs. Nana Tsao, B.A., Dip.Ed. (H.K.). *Thursdays, 3.00-4.30 p.m., starting October 3, 1974. Extra-Mural Town Centre. 10 meetings. Fee: \$60*

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

*See also :*

**117. The Revolutions of the World and Their Impact on China.**  
(Page 54)

**114. 當代中國地理 (第 52 頁)。**

**180. 毛澤東思想 (第 86 頁)。**

# Philosophy & Psychology

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

## 172. 現代社會及政治哲學 (Social & Political Philosophy)

主 講 人：曾澍基先生及麥炳良先生。

講授語言：粵語（輔以英語）。

地 點：香港大學校外課程部市區中心。

時 間：由一九七四年十月八日起每星期二下午七時三十分至九時正。共十二講。

學 費：六十元。

每一個人都有一定的人生觀和世界觀，而這些觀念很多時又受到他身處時代的環境和思想潮流所影響甚至限定。本課程將分兩部份：甲、介紹現代主要的社會和政治思想，特別着重兩大主流：自由民主思想，和馬克思主義；乙、分析我們面對的各種社會和政治問題如人權、正義、抗法、戰爭等。從一些普遍的分析，來反映出現代思潮對我們的影響；以及通過對各類問題的深入反省，初步批判一下兩大思想主流不足之處。

## 173. 怎樣作哲學思考 (Clear Thinking)

主 講 人：曾立存先生。

講授語言：粵語（輔以英語）。

地 點：香港大學校本部 142 室。

時 間：由一九七四年十月十七日起每星期四下午六時十五分至七時四十五分。共十講。

學 費：五十元。

這是介紹性質的課程，旨在引導學員探討下列問題，即：何謂哲學？何謂哲學問題及如何解答？哲學問題與其他問題有何區別？怎樣探究哲學問題方是對這些問題作哲學思考，試從了解這些問題，甚至進而達成一些見解？哲學的研習是否有獨特的思想方法和角度？是否對任何問題都有所謂哲學的看法？……這些都是有關哲學本質問題，而使人疑感的。本課程採取現今西方分析哲學的方法，讓學員直接研習一些哲學基本的問題及其中的解答，從而對上述問題達成初步的認識。

**174. Industrial Psychology.** Mick J. Bennett, B.A. (Keele), M.Phil. (Lond.), Lecturer in Psychology, University of Hong Kong. *Tuesdays, 6.00-7.30 p.m., starting October 8, 1974. Room 248, Knowles Building, University of Hong Kong. 10 meetings. Fee: \$50*

The course introduces the ways in which psychology can be applied in the industrial context. In particular it concerns itself with assessment and selection, learning and industrial training, management development, problems in worker motivation and job satisfaction, human factors in work design and consumer psychology.

**175. Psychoanalysis—Outline and Critique.** Joseph A. Precker, Ph.D. (Columbia). *Mondays, 6.15-8.15 p.m., starting September 30, 1974. Room 415, Knowles Building, University of Hong Kong. 5 meetings. Fee: \$50*

This short series of five sessions will focus on the insights into human behaviour provided by Freud and his followers, and attempt to place them in historical, social, and scientific perspective. Investigations in psychology, psychiatry, anthropology, and sociology will be introduced to demonstrate the present-day relevance and shortcomings of psychoanalytic thinking.

**176. The Psychology of Women.** Mrs. Mildred McCoy, B.A. (Coll. of St. Catherine), M.A. (H.K.), Assistant Lecturer in Psychology, University of Hong Kong. *Thursdays, 6.15-7.45 p.m., starting October 17, 1974. Room 418, Knowles Building, University of Hong Kong. 10 meetings. Fee: \$50*

The course will attempt to examine the information now available on the interaction of biological and cultural determinants in shaping modern woman, her motives, behaviour and role. Topics to be covered include: the biological determinants of sex differences, the early effects of constitutional differences between males and females, sex differences in personality and learning and other abilities, the female sexual experience, sex roles, identification, self-esteem, changing patterns in the relationship between the sexes, and an evaluation of various historical approaches to female psychology with special attention to psychoanalytic theories. Although most of the research has been on western societies, the specific Hong Kong situation will be considered.

**177. 心理學基本原理(一)**  
**(Basic Principles in Psychology I)**

主 講 人：梅錦榮先生。

講授語言：粵語。

地 點：香港大學校外課程部市區中心。

時 間：一九七四年九月廿五日起每星期三下午八時至九時三十分。共十二講。

學 費：六十元。

這不是一門對心理學普通常識的介紹，而是對心理學主要的基本原理作學術性及有系統地深入講述的課程。為着使學員能充份把握這門知識，特別將下列基本原理加以研討。

- (一) 心理學的基本原理——心理學的性質，派別，及其研究方法；意識與潛意識，當代心理學的特徵等。
- (二) 行爲與性格的發展——發展的基本特徵；各發展階段的行爲特徵；性格的定義；影響性格的遺傳及環境因素；性格理論等。
- (三) 學習的基本歷程——學習的性質；古典交替與工具式交替學習；增強作用；效應定律；影響學習的因素等。
- (四) 記憶與遺忘——記憶的測量；遺忘的性質；抑制作用；動機性遺忘；影響記憶的因素等。

## 心理學基本原理(二)

### (Basic Principles in Psychology II)

這是心理學基本原理(一)的延續，由梅錦榮先生於一九七五年二月起講授，目的是叫學員能夠對這課題有全面性的認識，若能先修讀心理學基本原理(一)對此部份則更能融會貫通。課程內容將對動機，挫折與衝突，焦慮與自衛機序，情緒，感覺與知覺及智力各分題加以闡述。

## 178. 變態心理學

### (Abnormal Psychology)

主 講 人：梅錦榮先生。

講授語言：粵語。

地 點：香港大學校外課程部市區中心。

時 間：由一九七四年十月四日每星期五下午七時四十五分至九時十五分。共十二講。

學 費：六十元。

本課程先討論變態心理學的基本概念及一般人對變態心理學的誤解，進而探討形成變態行爲的一般因素，此外對精神神經病與精神病的關係及鑑別，精神神經病中各種反應病症的病狀及形成過程；精神病中常見的病症，其發病率，特徵，病狀及類形等分題加以闡述。最後將介紹變態行爲的診斷方法及治療技巧。

# Political Science

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

**179. The Government, Politics and Political Environment of Hong Kong.** Patrick Wong, B.A. (H.K.). *Tuesdays, 6.15-7.45 p.m., starting October 8, 1974. Room 229, Knowles Building, University of Hong Kong. 6 meetings.* Fee: \$35

The theme will be to describe the institutional perspective of Hong Kong's politics, as well as the international aspects of its position, by sketching out the following underlying themes: the constitution and government machinery; communication media and public opinion; political culture and environment; local intelligentsia and their response to politics; problems of representation; Hong Kong's relations to U.K., China and the United Nations.

Discussion will be encouraged during each session.

## **180. 毛澤東思想 (The Thoughts of Mao Tse-tung)**

主 講 人：金思愷學士（香港大學亞洲研究中心高級研究員）。

講授語言：國語。

地 點：香港大學校本部 167 室。

時 間：一九七四年十月四日起每星期五下午六時十五分至七時四十五分。共十二講。計十八小時。

學 費：五十五元。

本課程不只討論哲學與理論，而是介紹認識中國的正確途徑。首先澄清毛澤東思想與民族傳統的關係，然後闡述將馬克思列寧主義結合中國實際而實踐的毛澤東思想的內容實質，并舉實例以助理解與掌握。

本課程適合一般對中國當代歷史，政治與思想有興趣的人仕參加。毛澤東思想的研究是研究中國當代諸問題不可忽畧的部份。

**西方政治思想與思潮：**黃博度學士、李鏗博士、霍啓昌碩士等主講，一九七五年二月開始。

**中國共產黨發展史：**金思愷學士主講，一九七五年二月開始。

**The Politics of the People's Republic of China: An Interpretation.** Professor P. B. Harris, starting March, 1975.



# Science

*Staff Tutor* : D. R. Kemp, Telephone 5-468161 Ext. 305

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

**181.** *Mondays and Thursdays, 6.15-7.15 p.m., 7.30-8.30 p.m. starting September 23, 1974. Room 847, Knowles Building, University of Hong Kong.*

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

**182.** *Tuesdays and Fridays, 6.15-7.15 p.m., 7.30-8.30 p.m. starting September 24, 1974. Room 847, Knowles Building, University of Hong Kong.*

**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. Preference will be given to applicants to whom the skills taught during the course will be of direct relevance. Those who are able to enclose a letter from their employers to this effect are advised to do so.

*Tutors* : C. L. Chow, B.Sc. (Eng.), D.I.C., Ph.D. (Lond.), Senior Lecturer in Mechanical Engineering, University of Hong Kong.  
P. W. Poon, B.A. (H.K.), M.Sc. (Lond.), Senior Assignment Officer, Data Processing Division, Finance Branch, Colonial Secretariat, Hong Kong Government.

*No. of Meetings* : 65, 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 system; 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 programme suite; typical commercial system using Cobol, case study 1; advanced technique in Cobol programming: programming with direct access files; case study 2.
4. *More Advanced Studies* : basic arithmetic & decision operations; symbolic coding & programme; assembly & execution; address modification & index register; direct & indirect addressing; subroutines.

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

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

*Closing date for applications*: September 14, 1974.

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

**183. Certificate Course in Basic Biochemistry for Teachers.** D. R. Kemp, Dip.Microbiol. (Lond.), M.Sc. (Biochem.), Ph.D. (Lond.), M.I.Biol. *Tuesdays, 6.00-9.00 p.m., starting September 24, 1974. Li Shu Fan (Preclinical) Building, Sassoon Road, in the Department of Biochemistry.*  
**Fee: \$400** (including examination fee)

This course is particularly designed for teachers of 5th and 6th form Biology and/or Chemistry who have not had the opportunity to study Biochemistry. The emphasis on Biochemistry in Modern Biology has become much greater during the last few years and the course aims to give a basic training in theoretical and practical Biochemistry that should be particularly useful to 6th form teachers of Biology. Simple experiments that could well be used in the 6th form will be included as well as more advanced practical techniques.

The course will deal with the structure and metabolic importance of carbohydrates, fats and proteins. There will be 36 meetings of three hours each (one hour lecture followed by two hours practical work).

#### *Outline of the Syllabus*

(1) The structure and occurrence of the common carbohydrates and the metabolism of these substances by the body. The latter will include glycogenesis, glycolysis, the tricarboxylic acid cycle, electron transport and the pentose phosphate pathway. (12 weeks)

(2) The structure of lipids and their metabolism, including the  $\beta$ -oxidation pathway and the synthesis of fatty acids. (6 weeks)

The structure of amino acids and their importance as residues in proteins. Protein structure. (6 weeks)

(3) The structure and nature of action of enzymes. Enzyme kinetics. The effect of substrate concentration, pH, temperature, enzyme concentration and inhibitors on the rate of an enzyme reaction. (12 weeks)

An examination will be conducted in both theory and practical in the last two weeks of the course. The award of an Extra-Mural Certificate is conditional on passing the written and practical examination 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.

*PARTIAL FEE REFUND: Teachers of Biology and/or Chemistry in Forms 5 and 6 may obtain a refund of \$100 by application to the Director of Education (forms are obtainable from the Department of Extra-Mural Studies, University of Hong Kong) which must be returned directly to the Director of Education well in advance of the commencement of the course. This applies to all teachers whether in Government, aided or private schools.*

**184. The Construction and Use of Simple Physics Apparatus.** R. F. Simpson, B.Sc., M.A., Ph.D., Cert.Ed., Dip.Ed. (Lond.), A.Inst.P., Senior Lecturer in Education, University of Hong Kong. *Fridays, 6.00-8.00 p.m., starting October 11, 1974. Room 113/114, University Main Building. 10 meetings. Fee: \$120*

The course will deal with the construction and use of simple physics apparatus with special reference to the integrated science programme but including work up to the Certificate of Education level. Participants, who should be teachers or senior laboratory staff, will be given the opportunity to try out the equipment and where possible to make things themselves.

**185. Hong Kong Birds.** Michael A. Webster, M.A., M.B.O.U., Executive Secretary of the Conservancy Association. *Tuesday, 7.00-8.00 p.m., starting October 8, 1974. Extra-Mural Town Centre. 10 meetings. Fee: \$50*

Why is Hong Kong a particularly interesting place for the bird-watcher? Over 370 species have been recorded here, and over 240 are recorded each year. This course sets out to give an account of the reasons why Hong Kong is so rich in bird life, with details of migration, breeding distribution and biology, and identification of the species involved. There will be also discussion of the different habitats involved, and how Man is changing the bird life by changing the nature of the countryside. The course will be illustrated by slides taken by local photographers. It is intended as an introduction to Hong Kong's birds, but a certain amount of more advanced theory will be included, with suggestions as to how the amateur ornithologist can make a lasting contribution to this science. There will be one or two field trips, according to the wishes of participants.

**186. Fauna of Hong Kong.** *Mondays, 6.15-8.15 p.m., starting September 16, 1974. Lecture Room 302 & Laboratory 213, Northcote Science Building, Department of Zoology, University of Hong Kong. 14 meetings. Fee: \$100*

*Tutors:* D. S. Hill, M.Sc., Ph.D., F.L.S., M.I.Biol., M.B.O.U.  
B. S. Morton, Ph.D., F.L.S.  
R. C. C. Ko, M.Sc., Ph.D.

The course will deal with Animal Taxonomy, and Systematics of the Animal Kingdom to the level of Family, in most instances, with particular reference to the fauna of Hong Kong. The more important and interesting groups of animals represented in Hong Kong will be dealt with to the species level. It is intended to be of special use to local biology teachers, but also to anyone seriously interested in the local fauna. It is also intended as a vital precursor to any future courses in Animal Ecology in Hong Kong. Each meeting will consist of a lecture followed by a practical laboratory session. The course is designed to supplement a pictorial text, one copy of which can be obtained for \$20 at the first meeting.

**187. 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：一九七四年十月四日起每星期五下午五時卅分  
至七時。共十六講。

學 費：七十五元。

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

**188. 香港海洋魚類**  
**(Marine Fishes of Hong Kong)**

主 講 人：香港政府漁業研究所主任陳禮宜碩士。

講授語言：粵語。

地 點：香港大學鈕魯詩樓 418 室。

時 間：一九七四年十月十一日起，每星期五下午六時  
十五分至七時十五分。

學 費：四十元。

本課程共十講，旨在介紹香港海鮮魚類，包括魚類之形態、分類、生態、習性、分佈及漁業各方面之問題。內容適應生物學教師，學生及一般對生物學有認識或對魚類有興趣人士修讀，並附魚類標本及幻燈片之示範。課程期內另舉行一次標本採集活動。

# Social Work & Sociology

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

## 189. 疾病的社會含意 (Illness and its Social Implications)

主 講 人：麥萍施女士。

講授語言：粵語（輔以英語）。

地 點：香港大學鈕魯詩樓 228 室。

時 間：由一九七四年十月八日起每星期二下午六時三十分至八時三十分。共十五講。

學 費：一百元。

人的疾病，往往與他的心理狀態和家庭環境有關。社會工作人員在工作時，常接觸到一些病人和他們的家屬。要好好地為這些人服務，工作人員不但要從病人的心理狀態和家庭環境着手，還要對疾病有一定的認識。這課程的目標，在提供各有關方面的知識，以備工作人員參考。

課程內每講分為兩部份：先由一位醫務工作者介紹一些基本疾病知識、治療、及預防等，再由一位社會工作者討論患者的周圍環境，和社會壓力對他的病的影響。授課方式，將以演講和集體討論相輔進行。

（本課程專為在職社會工作人員而設，只限收30人）

## 190. 社會經濟學導論 (Introduction to Social Economics)

主 講 人：周永新先生。

講授語言：粵語。

地 點：香港大學鈕魯詩樓 229 室。

時 間：一九七四年十月七日起每星期一下午六時卅分至八時。共十二講。

學 費：六十元。

在政府各項支出中，社會服務一項佔最大的比重，對民生的優劣，有直接影響。

本課程主要是從社會經濟學觀點研討社會服務與民生的關係，內容包括下列分題：

- （一）社會政策與經濟發展。
- （二）社會服務在不同經濟制度中的地位。
- （三）香港社會，政治及經濟結構與社會服務。

- (四) 國民入息分配與貧窮的界定。
- (五) 社會服務支出與國民生產。
- (六) 國民入息的再分配。
- (七) 各項入息保障計劃的推行。
- (八) 社會指標及福利的量度。

本課程將以香港的現況為主要的參考資料，對一般從事社會工作及其他社會服務如教育、房屋、醫務及勞工的人士尤為適合。

### 191. 青少年犯罪研究法 (Methods to study Juvenile Delinquency)

主 講 人：羅永佳先生。

講授語言：粵語（輔以英語）。

地 點：香港大學校本部 122 室。

時 間：由一九七四年十月八日起每星期二下午六時十五分至七時四十五分。共十講。

學 費：五十元。

青少年犯罪問題已經引起不小本港人士的關注，事實上，社會學學者對這個複雜的問題也不斷地加以研究。本課程主要是介紹有關青少年犯罪的理論和數位著名從事研究這問題的社會學學者所採用不同的研究方法，同時也希望透過小組討論叫學員能對本港青少年犯罪的現象及如何在本港應用這些研究方法，有進一步的認識。

**192. Economic and Social Statistics.** C.C. Greenfield, M.Sc. (Econ.), Assistant Commissioner (Social and General), Census and Statistics Department. *Thursdays, 5.45-7.15 p.m., starting September 26, 1974. Extra-Mural Town Centre. 12 meetings* **Fee: \$70**

This course, which is specifically designed to meet the examination requirements of the Institute of Statisticians, will examine the purpose and design of data for analysing economic and social situations. A grounding in basic economic theory and statistical techniques will therefore be assumed. The collection and analysis of data for both governmental and business decisions will be reviewed, together with the application of these techniques in Hong Kong and other countries. The course will also examine the problems of economic analysis, business forecasting, measuring social trends, and the financial indices of share price movements.

*See also :*

**170. The Chinese Family.** (Page 82)



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 每一申請書祇適用於一項課程

Course No. 課程號碼 \_\_\_\_\_ Course name 課程名稱 \_\_\_\_\_

Fee enclosed 附學費 \$ \_\_\_\_\_ 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? 會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 \_\_\_\_\_

Nationality 國籍 \_\_\_\_\_

Occupation 職業 \_\_\_\_\_

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 →

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 →

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

Please also complete this part.

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.

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。

Name 姓名  
Full Postal  
Address 地址

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.

### **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

**University of Hong Kong    Department of Extra-Mural Studies**

**香港大學校外課程部**

The whole of this form together with the appropriate fee should be sent to  
DIRECTOR OF EXTRA MURAL STUDIES  
UNIVERSITY OF HONG KONG.

申請書與寫後附學費送交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」名義抬頭，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，學費將退還；但課程開始後，學費通常不能退還。

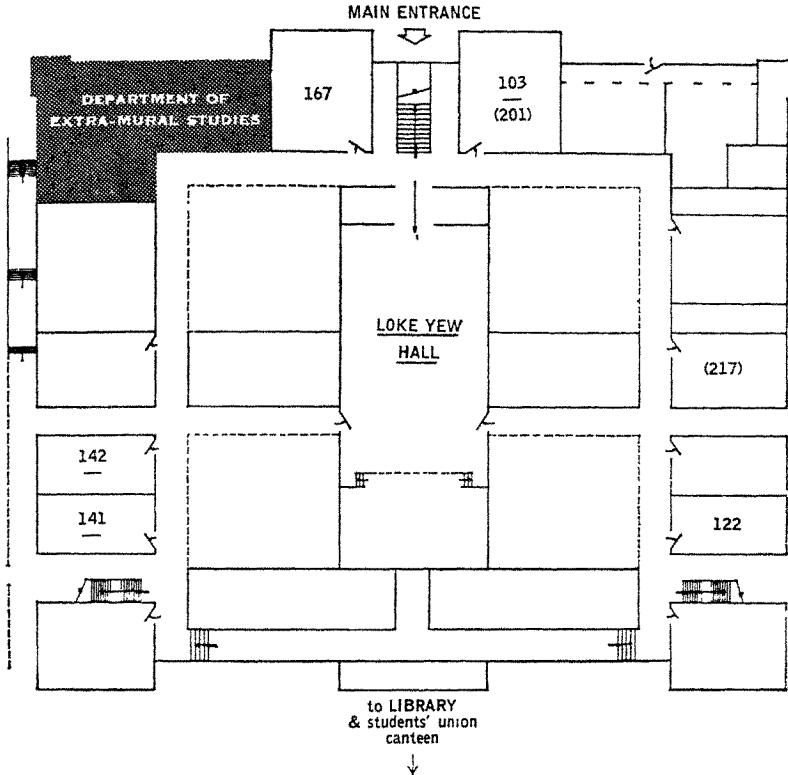
### **預早報名之重要**

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



# GROUND PLAN OF UNIVERSITY OF HONG KONG MAIN BUILDING

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



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香港大學校外課程手冊

一九七四年至一九七五年度

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**Extra Mural Studies**

**University of Hong Kong**