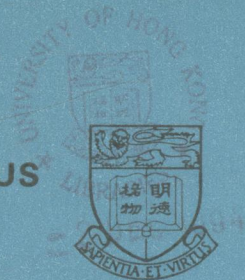


香港大學校外課程手冊

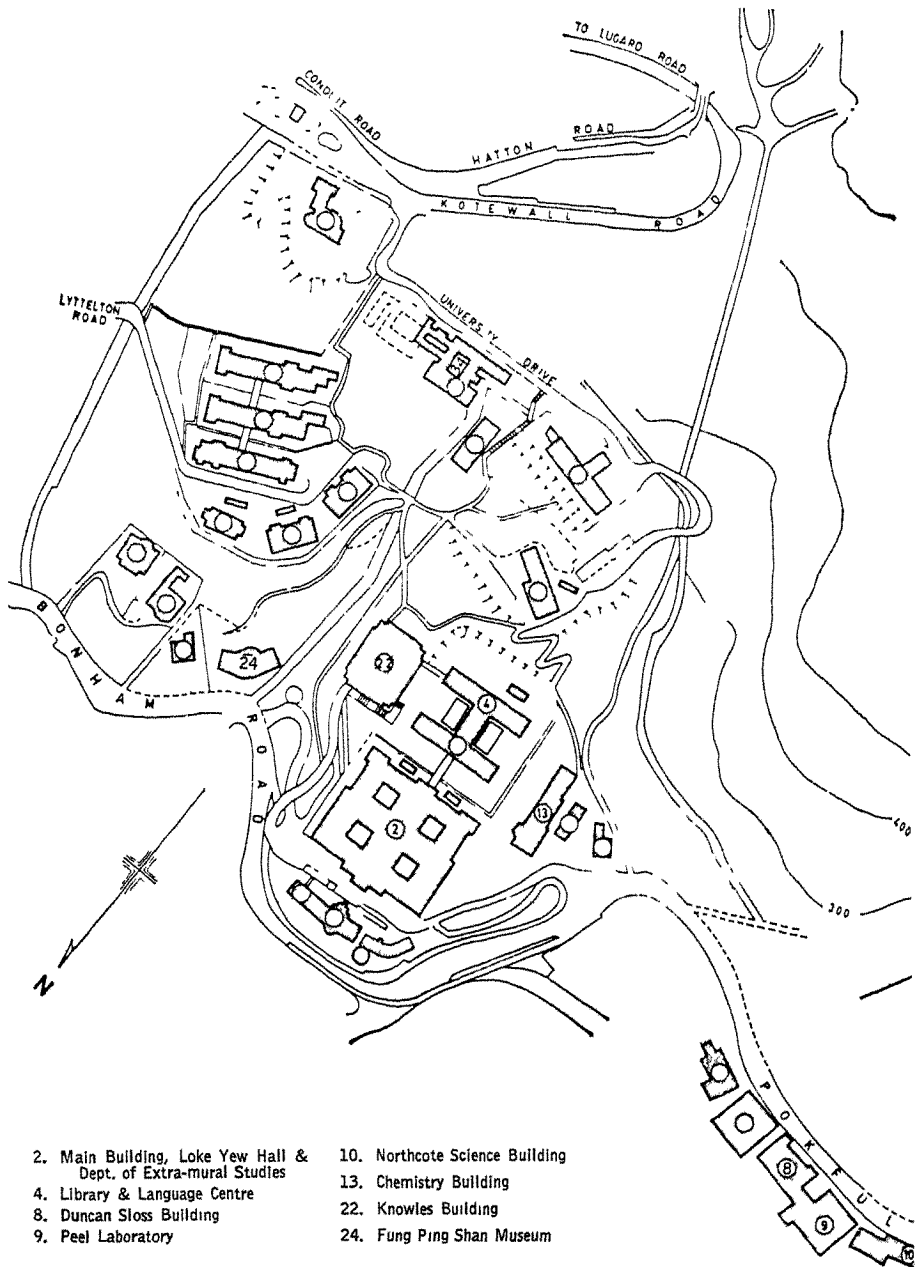
一九七九年春季

SPRING PROSPECTUS  
1979



**Extra Mural Studies**

**University of Hong Kong**



- |  |                                |
|--|--------------------------------|
| 2. Main Building, Loke Yew Hall & Dept. of Extra-mural Studies | 10. Northcote Science Building |
| 4. Library & Language Centre                                   | 13. Chemistry Building         |
| 8. Duncan Sloss Building                                       | 22. Knowles Building           |
| 9. Peel Laboratory   | 24. Fung Ping Shan Museum      |

**UNIVERSITY OF HONG KONG GENERAL LAYOUT**  
 Please see inside of rear cover for enlarged plan of Main Building (2) and location of rooms

# Staff List

## DIRECTOR

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

## SENIOR STAFF TUTORS

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

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

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

## SENIOR ASSISTANT TO THE DIRECTOR

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

## STAFF TUTORS

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

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

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

Wun-Fai Hau, *B.S.Sc., M.A. (Hawaii)*

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

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

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

Vilson W. S. Ng, *M.Sc., Dip. Applied Microbiol. (Strath), Ph.D. (H.K.)*

H. K. Wong, *B.A. (H.K.), M.A. (Brunel), Dip.Soc.St. (H.K.)*

John D. Young, *B.A. (Cal-State), M.A., Ph.D. (Cal-Davis)*

## DEMONSTRATORS

Y. S. Chan, *B.Sc. (H.K.)*

Philip J. Seth, *B.F.A. (San Francisco Art Institute)*

## SECRETARY

Mrs. Yvonne Wong

## GENERAL INFORMATION

1. There are normally no entry requirements except that applicants should be over 18 years of age. Occasionally to have the full benefit of a course applicants must possess certain defined qualifications. Applicants are therefore advised to read the description of a course carefully. Professional courses usually have clearly defined entry requirements.
2. The Director may at his discretion refuse to admit an applicant.
3. Unless otherwise arranged, no Extra-Mural lectures will be held:
  - (a) on any public holidays.
  - (b) at a storm warning signal of No. 8 or above. (After the typhoon passes, if the No. 8 signal is lowered before 3 p.m., classes will take place as normal. If the signal is lowered after 3 p.m., classes will be cancelled that evening.)
4. Fees are not refundable 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 496 or 306, 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 oversubscription or other reasons. **THE DEPARTMENT WILL NOT NOTIFY SUCCESSFUL APPLICANTS WHO ARE EXPECTED TO ATTEND THE FIRST MEETING OF THE CLASS AT THE PLACE AND TIME ADVERTISED.**
11. Applicants can also enrol in person at the following places, but it would be helpful if fee payments could be made by crossed cheque rather than by cash:
  - (i) Department of Extra-Mural Studies, University of Hong Kong, University Main Building, Ground Floor, Pokfulam Road, Hong Kong (during office hours) (Buses Nos. 3, 3A, 4, 7, 71, 23, 103). Tel: 5-468161 Ext. 307 or 306 or 496.
  - (ii) Extra-Mural Town Centre, Wing On Centre, 8th floor, 111, Connaught Road Central (opposite Rumsey Street Car Park). Telephone: 5-450021 (3 lines). (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，當晚課程全部取消。）
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 496 或 306）  
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。
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，繳費時，最宜用劃線支票：  
甲、香港大學校外課程部。  
薄扶林道香港大學正座地下（辦公時間內）。  
（下列各線巴士均經本部：3, 3A, 4, 7, 71, 23, 103）。  
電話：5-468161（內線 307 或 306 或 496）。  
乙、校外課程部市區中心。  
香港干諾道中一百一十一號永安中心八樓（冧士街停車場對面）。  
電話：5-540021（3 線）。（上午九時至下午六時）。

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# Art & Design

Staff Tutor : Martha Lesser, Telephone 5-450021

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

## PRACTICAL STUDIO COURSES IN ART & DESIGN

*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.*

**336. Introduction to Traditional Watercolour Painting.** Robert O'Brien, Dip.A.D. *Mondays, 6.00-8.00 p.m., starting February 12, 1979. Room 11, Extra-Mural Town Centre, 8th floor, Wing On Centre, III Connaught Road Central, Hong Kong. 12 meetings. Fee: \$140*

The Western approach to watercolour painting differs considerably from Oriental styles both in emphasis and technique. With still-life, nature objects, and other figurative subjects as take-off points, students will explore techniques basic to traditional Western watercolour painting, including: washes, glazing, dry brush, layering and others. Specific projects will be set each week which will facilitate growth in, and understanding of, the media.

**337. Experimental Watercolour Painting.** Robert O'Brien, Dip.A.D. *Tuesdays, 8.00-10.00 p.m., starting February 13, 1979. Room 11, Extra-Mural Town Centre, 8th floor, Wing On Centre, III Connaught Road Central, Hong Kong. 12 meetings. Fee: \$140*

As watercolour painting is one of the few techniques that can be used in spontaneous and unfamiliar ways, it offers the student many exciting possibilities to explore. Students will experiment with various combinations of water based media, including traditional watercolour, inks, poster colour and acrylics as applied to western and Chinese papers, canvas and fabrics in an attempt to discover some of the possibilities and applications.

**338. Life Drawing.** Peter Chancellor, Dip.A.D. (Birmingham), A.T.D. (London). *Wednesdays or Fridays, 6.00–8.00 p.m., starting February 14 and 16, 1979, respectively. Room 10, Extra-Mural Town Centre, 8th floor, Wing On Centre, III Connaught Road Central, Hong Kong. 12 meetings.*

**Fee: \$195** including model fee

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

*Enrolment is limited to 17 students.*

**339. Painting Workshop in Oil, Acrylic, and Related Media.** Martha Lesser, B.S. (N.Y.U.). *Thursdays, 6.00–8.00 p.m., starting February 15, 1979. Room 10, Extra-mural Town Centre, 8th floor, Wing On Centre, III Connaught Road Central, Hong Kong. 12 meetings.*

**Fee: \$160** including model fee

Through paint, and the related media of collage, drawing, transfer and others, students in this intermediate level course will explore aesthetic and philosophic concepts of painting. Emphasis will be placed on learning to discover and communicate one's own ideas through visual and technical means. The basic questions of materials, composition, and use of colour will be discussed throughout the course, and students will receive guidance on how to set and achieve their aims in painting. As painting is an ongoing activity, students at various levels of skill and experience are welcome, *but it should be pointed out that some previous experience in drawing, design or other related subjects is essential, and it is expected that students will do a minimum of six hours homework each week. The studio will remain open until 9.30 p.m. so that students wishing to continue work begun that evening can do so. In the event of oversubscription an interview will be required.*

### **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.



**340. Introduction to Linocut Printmaking.** Neil Cairney, Dip.A.D. *Thursdays, 6.30-8.30 p.m., starting February 15, 1979. Pokfulam Studio, 144 Pokfulam Road, Hong Kong. 12 meetings.* **Fee: \$170**

Linocut printmaking is a bold and exciting medium in which a wide range of effects in line, texture, and colour can be achieved. The course will include demonstrations on the technical and aesthetic qualities of this print medium. The exploration by students during this course will be from simple, single colour prints to multiple colour and rainbow-roll prints. As linocuts require fewer tools and less space than other print media, its practice can be easily carried on by the students outside of class time.

Students will be expected to provide most drawing and cutting materials. Some inks and sundries for use during class time will be provided, and the cost of these is included in the course fee.

**341. Children's Arts and Crafts Activities: a Workshop for Adults.** Sylvia Weiss, A.T.C. (Univ. of London). *Tuesdays, 6.30-8.30 p.m., starting February 13, 1979. Pokfulam Studio, 144 Pokfulam Road, Hong Kong. 12 meetings.* **Fee: \$160**

It is important for a child's growth and development to have creative activities, such as arts and crafts, integrated into home and school life. Such activities help develop a child's creativity, dexterity, and intellect. This course is designed for parents, teachers, and other adults who work with pre-school, and school-age children, and will demonstrate art and craft activities suitable for these age groups. Emphasis will be on the uses of simple, inexpensive, materials and the students themselves will participate in a variety of projects in order to better understand the basic concepts and techniques.

Students will be expected to provide most of their own tools and materials. Some paints and papers for use during class time will be provided and the cost of these is included in the course fee.

**342. Interior Decoration.** Robert Griffiths. *Wednesdays, 6.00-8.00 p.m., starting February 14, 1979. Room 11, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 12 meetings.* **Fee: \$140**

Intended as a basic introduction to the skill of interior decoration, this course will cover: conceptual design and simple planning, proportion and scale, effects of colour and colour schemes, and materials and finishes. Assignments will be concentrated on small projects. Students should note that they will be expected to work at least five hours a week outside of class.

*Enrolment is limited to 22 students, and in the event of oversubscription an interview will be required.*

**343. Graphic Design Practice in Hong Kong.** Henry Steiner, M.F.A. (Yale). *Wednesdays, 6.15-7.45 p.m., starting February 14, 1979. Room 14, Extra-Mural Town Centre, 8th floor, Wing On Centre, III Connaught Road Central, Hong Kong. 6 meetings.* **Fee: \$55**

The following practical and aesthetic aspects of the design profession in Hong Kong will be examined: design as a career, production, creativity, professionalism, client relations, systems of charging, and prospects for the near future. Classes will be varied in their presentation, including lectures, panel discussions, and showing of work.

**344. Introduction to Photography.** Bob Bradford, B.P.A. (Brooks Inst. Santa Barbara). *Wednesdays, 6.00-8.00 p.m. or 8.00-10.00 p.m., starting February 14, 1979. Room 13, Extra-Mural Town Centre, 8th floor, Wing On Centre, III Connaught Road Central, Hong Kong. 12 meetings.* **Fee: \$170**

Aimed at those with a serious interest in photography as a vehicle for expression and communication, this course will cover the basic studio and darkroom techniques of black and white and colour photography as well as choices of equipment and materials. In addition, theories of photography, both aesthetic and philosophic, will be explored. Students will be expected to experiment in the media, and class critiques will be held on the results of these.

Students must provide their own cameras. Basic darkroom materials and supplies to be used during class sessions will be provided, and the cost of these is included in the course fee.

**345. Photography: an Intermediate Course.** Philip Tse. *Mondays, 7.00-9.00 p.m., starting February 12, 1979. Room 13, Extra-Mural Town Centre, 8th floor, Wing On Centre, III Connaught Road Central, Hong Kong. 12 meetings.* **Fee: \$205**

In recent years photography has come to be accepted as a fine art form in its own right. The emphasis in this course will be on 'creativity and aesthetics', and is designed for those already familiar with the basic technical aspects of photography and photographic equipment. While most of the work will deal with black and white photography, colour processing will be introduced. There will be four class field trips to a variety of sites on Saturday and Sunday afternoons, and class critiques will be held on the results of these as well as of studio and independent work.

Chemicals and papers will be provided for use during class sessions, and the cost of these is included in the fee.

*Enrolment is limited to 15 persons, and in the event of oversubscription an interview will be held.*

**346. Photography as an Aid to the Graphic Designer.** Philip Tse.  
*Tuesdays, 7.00-9.00 p.m., starting February 13, 1979. Room 13, Extra-Mural  
Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central,  
Hong Kong. 12 meetings. Fee: \$175*

Photography, because it achieves optical effects never known before, plays a vital part today in a designer's work, and techniques of photographic open up completely new vistas. Tuition will include studio and darkroom procedure within the designer's capabilities, detailing some of the many effects which can be achieved by simple manipulation at the developing and printing stages. Colour work, distortion of straightforward images, special screening effects, photo layout, photo mural, graphic art photography, photo dyeing techniques and advertising photography will be discussed. Emphasis will be on practical darkroom work, and there will be a visit to a printer's darkroom.

This intermediate level course is intended for those with a basic knowledge of darkroom procedure. Papers, chemicals and other materials for use during class time will be supplied, and the cost of these has been included in the course fee.

*Enrolment is limited to 15 persons, and in the event of oversubscription an interview will be held.*

**347. 初級攝影  
(Photography: an Introduction)**

主 講 人：楊逸康先生。

講授語言：粵語。

地 點：香港大學校外課程部市區中心 13 號室。  
(香港干諾道中一百一十一號永安大廈八樓)。

時 間：一九七九年二月十六日起每星期五下午七時至九時。  
(共十二講)。

學 費：一百七十元。

攝影是素描，相機是畫筆，攝影是最快捷之素描技巧。

本課程將介紹攝影器材應用技術給初學攝影人仕，以最短期內學習到各種有關攝影常識，使能在攝影中得到更多樂趣。

### 348. 素描寫生 (Introduction to Western Style Drawing)

主 講 人：李維安先生。

講授語言：粵語。

地 點：香港大學校外課程部市區中心 10 號室。  
(香港干諾道中一百一十一號永安大廈八樓)。

時 間：一九七九年二月十二日起 每星期一下午六時至八時或八時至十時。(共十二講)。

學 費：一百五十元(包括模特兒費)。

本課程為初學者而設，以繪畫之基本技法訓練開始，以西方繪畫之素描意義為中心，務使學員能將每種入畫之對像以光暗、形態、實質與空間之學習表現，當中將會涉及中國繪畫之白描寫生與及臨摹等過程，學員除在室內上課外，並有假日郊外寫生，幻燈觀摩等輔助。

本課程首四講為靜物寫生，次四講為人物速寫，最後四講為人體素描。學員須自備鉛筆、炭筆、墨水筆及其他毛筆畫紙等工具。

學員每週須付出四至六小時課外習作。

### 349. 素描與繪畫探討 (Western Style Drawing: an Intermediate Course)

主 講 人：李維安先生。

講授語言：粵語。

地 點：香港大學校外課程部市區中心 10 號室。  
(香港干諾道中一百一十一號永安大廈八樓)。

時 間：一九七九年二月十四日起 每星期三下午八時至十時。  
(共十二講)。

學 費：一百六十元(包括模特兒費)。

本課程適宜有素描基礎之學員就讀，內容將闡述素描與繪畫的一般觀念問題，並強調一般所謂素描基礎在創作上實際所須的運用和思考上的探討，以古時畫家作品及當時所產生的潮流派別的形式和風格，與我們在學習上應站的態度和我們生活環境的關係。有模特兒寫作，幻燈片討論，意象繪寫練習，室外寫生指導等。

學員須自備工具，每週須付出四至六小時課外習作。

名額限收二十名，如報名人數超過上述限額時，將會邀請申請者到市區中心進行面試。

350. 兒童美術教學與欣賞  
(How to Teach and Appreciate Children's Art: a Workshop  
for Parents and Teachers)

主 講 人：陳鳳姬女士。

講授語言：粵語。

地 點：香港大學校外課程部市區中心 22 室。  
(香港干諾道中一百一十一號永安大廈八樓)。

時 間：一九七九年二月十三日起每星期二下午六時至八時。  
(共十二講)。

學 費：一百四十元。

本課程將闡述兒童美術之教育功能與重要性，尤其着重探討兒童美術教育之原則與觀念及有關如何培養與啓發兒童美術創作之想像力與智慧、潛能等問題，並介紹兒童美術宜採用之技法，媒介與物料，以供參考。

此課程適宜小學美術教師及對兒童美術有興趣之人士選修，學員須作兒童美術範圍內之各種實驗性嘗試，物料自備。

研討範圍：藝術定義；美術教育的目的；兒童在成長中各階段美術發展之特徵；小學前之美術教育原則；小學時期之美術教育原則；中學時期之美術教育原則；教學計劃之研究；兒童美術創作之技巧、媒介、物料與方法；兒童美術之欣賞。

## DAYTIME COURSES

351. **Life Drawing.** Martha Lesser, B.S. (N.Y.U.). *Mondays, 10.00 a.m.—12.00 noon, starting February 12, 1979. Room 10, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 12 meetings.* **Fee: \$195** including model fee

The contrasts and changes of form within the human body make it an ideal subject for continuing study and practice in drawing. Using a variety of media including graphite, chalks, charcoal, poster colours, crayons, felt pens, and others, students will explore and experiment with mass, tone, line, plastic space and other drawing elements. Both beginners and more advanced students are welcome.

*Enrolment is limited to 17 students. Students will be expected to complete homework assignments each week.*

**352. Experimental Watercolour Painting.** Nancy Woo, B.F.A. (Cornell), M.A. (Columbia). *Tuesdays, 10.00 a.m.-12.00 noon, starting February 13, 1979. Room 11, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 12 meetings. Fee: \$140*

In this experimental and creative approach to watercolour painting students will be exposed to various aspects of modern watercolour techniques. The water based media to be used include watercolour, commercial dyes, Chinese colour pigments, inks, and polymer media. This course will broadly cover the fundamentals of materials and techniques for beginners and offer a challenge to the more ambitious painter.

**353. Introduction to Traditional Watercolour Painting.** Robert O'Brien, Dip.A.D. *Wednesdays, 10.00 a.m.-12.00 noon, starting February 14, 1979. Room 11, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 12 meetings. Fee: \$140*

*See entry for Course No. 336.*

## ART APPRECIATION

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

**354. The Human Figure in Western Art.** Carolyn Diskant Muir, B.A. (Wellesley), M.A. (Penn.). *Mondays, 6.15-7.45 p.m., starting February 19, 1979. Room 14, Extra-Mural Town Centre, 8th floor, Wing On Centre, 111 Connaught Road Central, Hong Kong. 10 meetings. Fee: \$90*

Western art has been characterized by a strong interest in the portrayal of the human form. This illustrated course will examine how Western artists have chosen to depict the human figure from antiquity to modern times, and the external factors which have affected their choices. Topics to be discussed will include the nude; portraiture; religious, allegorical, and rustic scenes; the relationship between the figure and landscape; and the expressive power of gestures and poses. Examples will be chosen from all periods of Western art and comparisons will be made with the art of other cultures.

**355. Women Artists: an Uphill Struggle.** Carolyn Diskant Muir, B.A. (Wellesley), M.A. (Univ. of Penn.). *Wednesdays, 6.15-7.45 p.m., starting March 21, 1979. Room 14, Extra-Mural Town Centre, 8th floor, Wing On Centre, III Connaught Road Central, Hong Kong. 6 meetings. Fee: \$55*

Women artists, like women in other fields, have encountered many obstacles in pursuing their training and in achieving recognition. Of those whose talents and skills were acknowledged in their own time, only the names of a few have found their way into the male dominated world of Art History. With the recently expanded interest in women's achievement the "forgotten" artists are being rediscovered, and women artists of our time are beginning to find their rightful place. This short illustrated course will examine the situation of women artists over the past several centuries, their problems and successes, and the reasons for them. In addition, six short films portraying the lives of six living artists, Georgia O'Keefe, Louise Nevelson, Helen Frankenthaler, Mary Cassatt, Betty Saar, and Alice Neal, will be shown and discussed.

**356. History and Appreciation of Chinese Flower and Bird Painting.** Harold Wong. *Thursdays, 6.00-7.30 p.m., starting February 15, 1979. Room 22, Extra-Mural Town Centre, 8th floor, Wing On Centre, III Connaught Road Central, Hong Kong. 12 meetings. Fee: \$100*

A few bold strokes depicting a bamboo plant swaying in the wind; splashes of colour and ink to create a cluster of peonies; or a delicately painted bird flying over a lotus pond. These are some of the many popular themes and subjects which reflect the mood of the artist or the season, and many of which have symbolic meaning.

The course is structured to help beginners grasp the basic elements of the art of flower and bird painting through visual aids, such as slides, reproductions, and demonstrations on the blackboard. The meticulous style using lines and colours and the subsequent development into a freer brushwork with emphasis on inktones are some of the major topics to be discussed.

**357. An Introduction to the Art of India & South-east Asia.** Mrs. Rajeshwari Ghose, B.A. (Calcutta), M.A. (H.K.). *Fridays, 6.00-7.30 p.m., starting February 16, 1979. Room 22, Extra-Mural Town Centre, Wing On Centre, 8th floor, III Connaught Road Central, Hong Kong. 14 meetings.*  
**Fee: \$90**

This illustrated course will provide a glimpse into the highlights of Hindu-Buddhist art in India and South-east Asia. It will briefly study the religious impulses which influenced the nature, style and spirit of the sacred art of this region and will analyse the main schools of art and architecture in India. It will also examine the two strands of traditions—Indic and 'native' in the composition of South-east Asian art and culture leading to a study of the major art forms of Cambodia, Indonesia, Thailand and Burma.

*See also :*

- 504. 陶藝雜談(二)(第 83 頁)
- 505. 應用書法(第 83 頁)
- 506. 水墨寫意畫(第 84 頁)
- 507. 梅蘭竹菊水墨畫(第 84 頁)
- 508. 中國山水畫(第 85 頁)
- 509. 篆刻藝術(第 85 頁)
- 532. **Introduction to Gemstones & Gemmology** (Page 97)

#### **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.



# Business Studies

*Staff Tutor : Susan Cameron, Telephone 5-468161 Ext. 305*

**Courses Nos. 358 to 371** are designed to be of assistance to those preparing for the examinations of the Association of Certified Accountants, the Institute of Cost and Management Accountants and the Institute of Chartered Secretaries and Administrators. The courses are a complement to, not a substitute for, correspondence courses. Students should make their own arrangements for sitting the relevant examinations.

**358. Financial Accounting I: Foundation Stage.** J. D. Lane, M.A., A.C.I.S., A.I.B. *Tuesdays, 6.15-8.15 p.m., starting February 13, 1979. Room 11, Central Market, Top Floor, Hong Kong. 14 meetings. Fee: \$120*

This course is intended for students who are embarking on the study of accounting and have little or no previous experience of the subject. The intention is, however, that the course will follow the syllabus of the A.C.C.A. Accounting I paper.

The main topics covered are as follows: principles involved in the keeping of records of financial transactions, trial balance and final accounts of sole traders and partnerships, capital and revenue expenditure, elements of depreciation, accruals and prepayments, accounts of non-trading institutions, manufacturing accounts, departmental accounts and an introduction to the accounts of companies. In addition, topical aspects in relation to Accounting will be discussed.

**359. Intermediate Accounting.** Warren Lowe, Dip. Tech. (Comm.), A.A.S.A., A.H.K.S.A. *Tuesdays, 6.15-8.15 p.m., starting February 20, 1979. Room 167, University Main Building, 12 meetings. Fee: \$110*

Partnership accounts, including change of partners and conversion to limited companies, and company accounts, including the issue of shares and debentures, are amongst subjects which will be covered in this course set at the intermediate level. Designed for students who have a good working knowledge of basic accounting principles, the course will also deal with final accounts for publication, the treatment of taxation in company accounts and the interpretation of accounts, including flow of funds statements.

**360. Advanced Financial Accounting.** Mrs. S. Panchapakesan, B.Sc., A.C.A. *Tuesdays, 6.15-8.15 p.m., starting February 20, 1979. Room 103, University Main Building. 14 meetings.* **Fee: \$130**

The tutor will select topics from the A.C.C.A. syllabus for Accounting 4. This syllabus covers group accounts, principles of consolidation, theory in relation to the nature and measurement of business income, aspects of financial statement construction, presentation and interpretation of accounts, accounting treatment of reorganisation and amalgamations and accounting for price level changes. These topics will be treated at the highest level.

**361. Data Processing and Systems Design.** Paul Yan, F.I.D.P., F.L.M.I., A.M.B.I.M. *Tuesdays, 6.00-7.30 p.m., starting February 13, 1979. Room 30, Extra-Mural Town Centre, Wing On Centre, 8th floor, III Connaught Road Central, Hong Kong. 15 meetings.* **Fee: \$100**

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

**362. Economics and the Business Environment.** Lui Wing Ku, B.Com., A.C.A. (Aust.) A.A.S.A., A.C.I.S., A.H.K.S.A. *Fridays, 5.45-7.15 starting February 16, 1979. Room 30, Extra-Mural Town Centre, Wing On Centre, 8th floor, Hong Kong. 15 meetings.* **Fee: \$120**

Price theory; demand and supply, elasticity; production theory; distribution theory and factor pricing are some of the economic theories to be considered in this course. The class will also consider microeconomic issues such as ownership and control, monopolies and mergers as well as national income and national product, and macroeconomic issues such as monetary and fiscal stabilisation policy, taxation, incomes policy and economic growth. This course is based on the syllabus of the Association of Certified Accountants.

**363. Statistics for Accountants.** K. G. Jones, B.Com. (Melbourne), F.C.C.A., F.H.K.S.A., F.A.S.A., A.C.I.S., Principal Lecturer, Hong Kong Polytechnic. *Saturdays, 2.30-4.30 p.m., starting February 17, 1979. Room 20, Extra-Mural Town Centre, Wing On Centre, 8th floor, 111 Connaught Road Central, Hong Kong. 12 meetings.* **Fee: \$120**

The aim of this course is to give students an understanding of the nature of statistical relationships and how to interpret them as an aid in business planning and control. The course will follow the A.C.C.A. syllabus and topics to be studied include, the nature of statistics, sources, interpretation and collection of data, how to summarise and present data, statistical inference, introductory probability, sampling, correlation and regression, and measurement of change.

**364. Costing.** Charles Kwok, B.A. (Econ.), B.Sc. (Bus. Admin.) *Thursdays, 6.15-8.15 p.m., starting February 15, 1979. Room 229, Knowles Building, University of Hong Kong. 14 meetings.* **Fee: \$120**

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

**365. Auditing.** Stephen Lau, A.C.A., A.H.K.S.A. *Mondays, 8.00-9.30 p.m., starting February 19, 1979. Room 722, Knowles Building, University of Hong Kong. 12 meetings.* **Fee: \$90**

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

**366. U.K. Taxation II.** Loke Hoi-lam, A.C.A., A.C.I.S., A.H.K.S.A. Tuesdays, 7.15-8.45 p.m., starting February 13, 1979. Room 14, Extra-Mural Town Centre, Wing On Centre, 8th floor, III Connaught Road Central, Hong Kong. 14 meetings. **Fee: \$110**

This advanced course will be of value for students taking A.C.C.A. Section 3 Paper 16, or a similar level of examination. It will include the area of Corporation Tax dealing with computation of profits, capital allowance, losses, terminal losses and group relief, Close Companies' Taxation, Treatment of Income Tax and Advance Corporation Tax, and Capital Gains Tax. This course will not cover personal taxation though a revision lecture aiming to bring students up to date with the latest personal tax developments will be given. As only students who have passed a basic taxation examination will be admitted to the course, a photocopy of qualifications should be submitted with the application form.

**367. Management Accounting.** Peter Y. B. Lam, A.A.S.A. (Senior), Dip. Tech. (W. Aust.), A.C.I.S., A.B.I.A., A.M.B.I.M., F.H.K.S.A. Mondays, 7.45-9.15 p.m., starting February 12, 1979. Room 30, Extra-Mural Town Centre, Wing On Centre, III Connaught Road Central, Hong Kong. 15 meetings. **Fee: \$120**

Students will be introduced to various modern management accounting techniques and methods. The syllabus is mainly based on that of the A.C.C.A. and will cover: balance sheet analysis, inter-firm comparisons, budgeting and budgetary control, marginal and differential costings, discounted cash flow, pricing policies, control analysis, and control reporting.

*Recommended textbook: Management Accounting by W. M. Harper, Second Edition 1977.*

**368. Financial Management and Business Finance.** Warren Lowe, Dip. Tech. (Comm.), A.A.S.A., A.H.K.S.A. Fridays, 6.15-7.45 p.m., starting February 16, 1979. Room 229, Knowles Building, University of Hong Kong. 14 meetings. **Fee: \$110**

This course is designed to be helpful to students studying for examinations of the Institute of Chartered Secretaries and Administrators, Certified Accountants and Cost and Management Accountants. Course contents will include capital investment appraisal, cash flow statements, working capital management, inflation and its effect on financial management, valuation of companies, sources of finance, the effect on financial management of Government legislation, and, cost of capital.

**369. Company Secretaryship.** J. A. Ellis, E.D., F.I.I.A., F.H.K.S.A., A.A.S.A., A.A.I.M., A.C.I.S., M.I.T.O. *Mondays, 6.15-7.45 p.m., starting February 12, 1979. Room 847, Knowles Building, University of Hong Kong. 16 meetings.* **Fee: \$110**

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

**370. Law and Procedure of Meetings.** Desmond Lee, B.Sc. (Eng.), B.Sc. (Econ.), Dip. M.S., A.M.B.I.M., A.C.I.S. *Fridays, 7.30-9.00 p.m., starting February 16, 1979. Room 30, Extra-Mural Town Centre, Wing On Centre, 8th floor, 111 Connaught Road Central, Hong Kong. 14 meetings.* **Fee: \$100**

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

**371. The Accountant as a Manager.** G. M. Docherty, J.P., M.Sc., A.C.C.A., A.C.I.S., A.M.B.I.M. *Tuesdays, 6.15-8.15 p.m., starting February 20, 1979. Room 26, Central Market, Top floor, Hong Kong. 12 meetings.* **Fee: \$110**

It is very important that today's accountant should have an appreciation of the principles of effective management and an awareness of the behavioural aspects of accounting. This course will be of value to students taking A.C.C.A. Paper 17, Business Management, or I.C.S.A. Paper 16, Management: Principles and Policy.

Among the topics to be discussed are the setting of objectives and policy making, theories of management, the problems of centralisation-decentralisation, authority, responsibility and delegation, aspects of motivation, communication and the behavioural impact of budgeting.

**372. Takeovers and Mergers.** S. W. Ching, F.C.C.A., F.C.M.A., F.C.I.S., A.I.B., M.B.I.M., F.H.K.S.A. *Tuesdays, 6.00-7.00 p.m., starting starting February 20, 1979. Room 14, Extra-Mural Town Centre, Wing On Centre, 8th floor, III Connaught Road Central, Hong Kong. 8 meetings.*

**Fee: \$80**

Takeovers and mergers appear to be occurring more frequently in Hong Kong. This course will provide an introduction to this complicated area of business life. The advantages and disadvantages will be considered, also the function of the Hong Kong Code on Takeovers and Mergers and the roles of the Securities Commission, the Committee on Takeovers and Mergers and the Stock Exchange regulations. The course will be useful to junior executives in the merchant banking field and will also be of interest to students taking the financial management paper for professional examinations.

**373. Finance for the non-financial specialist.** J. A. Ellis, E.D., F.T.I.A., F.H.K.S.A., A.A.S.A., A.A.I.M., A.C.I.S., M.I.T.O. G.M. Docherty, M.Sc., A.C.C.A., A.C.I.S., A.M.B.I.M. J. D. Lane, M.A., A.C.I.S., A.I.B., A. M. J. Nash, A.C.M.A., A.M.B.I.M. *Saturdays, 9.00 a.m.-12.00 noon, starting February 24, 1979. Room 20, Extra-Mural Town Centre, Wing On Centre, 8th floor, III Connaught Road Central, Hong Kong. 5 meetings.*

**Fee: \$175**

Nowadays, it is important for all senior members of a management team to be aware of the financial implications of business decisions and to be able to interpret and apply financial information for the effective performance of their roles. In some situations, such as professional partnerships the non-financial specialist is even required to direct and control finances.

The aim of this course is to provide a means by which non-accountants, particularly members of other professions such as architects and engineers, can provide themselves with an understanding of the principles and techniques of accountancy, the terminology used and also an appreciation of the practical applications of accounting and finance. The first four meetings will cover the topics of Financial Accounting, Management Accounting, Finance and Financial Planning; for the fifth meeting participants will be divided into syndicates and, with the guidance of the tutors, will work through a practical application.

**374. Hong Kong Taxation: Law & Practice (Part 2).** Edward Chow, A.A.S.A., F.H.K.S.A. Mondays, 6.15-7.45 p.m., starting March 12, 1979. Room 230, Knowles Building, University of Hong Kong. 8 meetings. Fee: \$60

In this second part of the course the tutor will discuss the significance of law cases relating to those aspects of the Inland Revenue Ordinance studied in Part 1. Persons with a basic knowledge of the main tax changes, the provisions relating to personal assessment and the procedures for filing tax returns may also join the course at this stage.

*Reference book: Hong Kong Inland Revenue Ordinance.*

**375. 香港稅務：原理與實際應用  
(Hong Kong Taxation: Principles and Practical Procedures)**

主 講 人：余汝健先生, C.P.A., F.H.K.S.A., A.A.S.A., A.T.I.H.K.

講授語言：粵語。

地 點：香港大學校外課程部市區中心 20 室。  
(香港諾千道中一百一十一號永安大廈八樓)。

時 間：一九七九年二月二十日起 每星期二下午六時十分至七時四十分。(共十二講)。

學 費：九十元。

此項課程包括介紹香港稅務法例之內容，特別注重利得稅、薪俸稅、物業稅與利息稅，亦涉及有關個人之估稅問題，除作原理上之講述外，主講人亦與學員討論實際之應用問題、與如何填寫各種報稅表格及如何向稅局追討發還超額繳納之稅款，各學員應在開課前購買一「香港稅務法例手冊」，作聽講時參攷之用。

由於技術上之名稱皆以英語為主，學員須具有英語知識。

**376. 增進企業利潤及效率  
(Managing for Efficiency)**

主 講 人：廖志威先生, F.C.M.A., F.H.K.S.A.

講授語言：粵語（輔以英語）。

地 點：香港大學鈕魯詩樓 228 室。

時 間：一九七九年二月十六日起逢星期五下午六時三十分至八時。（共十四講）。

學 費：一百元。

此課程特為現任經理及管理學學生而設，將現代有效的管理及會計理論，以實例形式作詳細講解、討論，務求各參加者得以應用於實際環境。

課程分十四講；將包括五大綱要：利潤策劃；控制成本；減低成本；效率比較及改善；內部資產、人事及部門控制。

*See also:*

445. 銀行法概論（第 57 頁）

446. 商人及其法律概論（第 57 頁）

### 預早報名之重要

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



# Economics & Statistics

*Staff Tutor : W. F. Hau, Telephone 5-468161 Ext. 304*

**377. Hongkong Statistics for Business.** *Mondays, 5.45-7.45 p.m., starting February 12, 1979. Room 22, Extra-Mural Town Centre, Wing On Centre, 8th floor, III Connaught Road Central, Hong Kong. 12 meetings.*  
**Fee: \$250** including publications and reports

This is the third consecutive year that the Extra-Mural Department is offering this successful course in cooperation with the Census and Statistics Department. The course is designed to put managers, administrators and planners in closer touch with the statistical data available in Hong Kong, and to show how such data may be used to assist in business and forecasting. The course is an integrated series of lectures/seminars by experts in the field.

Population in Hong Kong: size, profile & physical distribution, vital statistics, household income/composition.	Benjamin Mok, B.A. Assistant Commissioner (General)
Community statistics: education, medical & health, social welfare, housing, crime & transport etc.	Joseph Lee, B.A., M.Sc. Assistant Commissioner (Social)
External trade statistics: sources, methods and uses.	K. L. Ng, B.A., Assistant Commissioner (Economics)
Industry: cost structure, inter-industry comparisons, censuses of industrial production.	K. Y. Tang, B.Soc.Sc., Senior Statistician
Production and economic outlook.	K. Y. Tang, B.Soc.Sc., Senior Statistician
Labour: employment, unemployment & underemployment.	Joseph Lee, B.A., M.Sc., Assistant Commissioner (Social)
Prices and wages.	Joseph Yam, B.Soc.Sc., Senior Statistician
National accounts: national accounting identity, expenditure components of gross domestic product, current and constant price estimates.	Frederick Ho, B.Sc., Senior Statistician
Monetary sector: money supply, loans & advances, liquidity, interest rates, exchange rates.	Annie Wong, B.Soc.Sc., M.Phil, Statistician

Applications of social statistics in planning.	Frederick Ho, B.Sc., Senior Statistician
Applications of economic statistics: macro-economic applications, structure of the Hong Kong economy, micro-economic applications.	Dr. Alan McLean, Principal Assistant Secretary (Economic Services Branch, Government Secretariat)
Panel discussion: use of social & economic indicators and statistics for business and administration.	Joseph Lee, B.A., M.Sc., Assistant Commissioner (Social) Joseph Yam, B.Soc.Sc., Senior Statistician Wun-Fai Hau, B.Soc.Sc., M.A., Staff Tutor, University of Hong Kong.

**378. Economics of Daily Life.** Wun-Fai Hau, B.Soc.Sc., M.A.  
*Mondays, 7.45-9.15 p.m., starting February 5, 1979. Room 20, Extra-Mural Town Centre, Wing On Centre, 8th floor, III Connaught Road Central, Hong Kong. 8 meetings.* **Fee: \$60**

Students will be introduced to basic economic concepts which will then be used to understand and interpret the economic realities and forces which govern everyday life. To show clearly the use of such concepts, the course will include many examples and applications drawn from real events. Topics will include scarcity behaviour, laws of demand, market pricing and allocation, analysis of costs, inflation, unemployment, the international monetary system, and the role of Government.

*Recommended reading :*

Milton Friedman, *There is no such thing as a free lunch.* (Thompson Horton & Co., 1975).

Milton Friedman, *Capitalism and Freedom.* (Chicago Press).

Alchian and Allen, *Exchange and Production, Theory in Use.* (Wadsworth, 2nd edition, 1977).

**379. An Introduction to Urban Economics.** Edward H. K. Leung, B.Soc.Sc., M.Phil. (Econ.). *Tuesdays, 8.00–9.30 p.m., starting February 13, 1979. Room 20, Extra-Mural Town Centre, Wing On Centre, 8th floor, III Connaught Road Central, Hong Kong. 10 meetings.* **Fee: \$80**

Urban Economics is primarily an attempt to apply economics to the study of the city. This course is therefore designed for those who are interested in applying economic theory to shed light on urban problems. With living examples from Hong Kong, the instructor will try to demonstrate economic forces at work. As “to keep a roof over the heads of the poor” is considered to be the government’s undeniable responsibility, it will be shown that “there is no such thing as a free lunch” in our government’s housing policies. Topics will include housing problems, transportation problems, pollution and environmental control. Prior knowledge of economics is not essential.

*Recommended reading :*

F. A. Hayek and Milton Friedman, *Verdict on Rent Control*. (IEA Readings No. 7)

W. Z. Hirsch, *Urban Economic Analysis*. (McGraw-Hill 1975)

H. W. Richardson, *Urban Economics*. (Penguin 1971)

**380. International Economic Environment.** Wong Hong-ming, B.Soc.Sc., Economics Diploma (Keio University). *Saturdays, 2.00–3.30 p.m., starting February 10, 1979. Room 28, Extra-Mural Town Centre, Wing On Centre, 8th floor, III Connaught Road Central, Hong Kong. 10 meetings.* **Fee: \$80**

The course is designed for those who are interested in the contemporary world trade environment. Basic economic concepts will be introduced which may then be applied to understand and analyze the functions and problems of the world economy. Topics discussed will include: World Trade and Balance-of-Payments Problems and Adjustments, the emergence of Multinational Corporations, the growth of Third World Economic Power, the North-South Dialogue and the demand for a New World Economic Order.

**Principles of Economics I.** K. L. Shea, M.Sc., Ph.D. (Washington Univ.).

**381.** *Mondays, 8.00–9.30 p.m., starting February 12, 1979. Room 847, Knowles Building, University of Hong Kong. 12 meetings. Fee: \$100*

**382.** *Thursdays, 7.45–9.15 p.m., starting February 15, 1979. Room 418, Knowles Building, University of Hong Kong. 12 meetings. Fee: \$100*

An introductory survey of traditional price theory and national income analysis, based on the concepts of optimization and equilibrium. The subject will be explained simply but critically, with applications wherever possible to the problems of everyday life and business decisions. Topics covered will include consumption choice, production decisions, choice under uncertainty in portfolio analysis, and the price mechanism in simple markets. This course may be suitable for candidates preparing for professional examinations requiring a paper in Economics.

*Recommended Reading :*

Lipsey, R. G. and Steiner, P., *Economics*, 4th ed., (Harper and Row, 1975)

**383. Principles of Economics II.** Alan Wong, B.Soc.Sc. *Fridays, 6.00–7.30 p.m., starting February 16, 1979. Room 11, Central Market Building, Top Floor, Hong Kong. 10 meetings. Fee: \$80*

This course is designed for those who have taken Principles of Economics I or its equivalent. Throughout the entire course, the instructor will use appropriate cases to illustrate that economics is relevant to the everyday activities and situations of our personal life. Discussions will lie in the areas of micro and macro economics in an open economy with strong emphasis on the relevance of basic economic concepts. Good mathematics is not required but ability to interpret simple graphical presentation is essential.

**384. Management Science Applications in Modern Banking II.** P. Delhaise, M.A. (Econ.), M.B.A. (Chicago). *Thursdays, 6.00–7.30 p.m., starting February 8, 1979. Room 20, Extra-Mural Town Centre, Wing On Centre, 8th floor, III Connaught Road Central, Hong Kong. 10 meetings. Fee: \$100*

This is a continuation course for those who have taken Management Science Applications in Modern Banking previously or its equivalent. Topics discussed will be more advanced and include such specific topics as the application of computers in bank management, budgeting and control, asset and liability management, foreign exchange management, etc.

**385. The Scope and Method of Marketing Research.** Barry. Warrington, M.Sc. (B'ham.), A.M.B.I.M. *Mondays, 8.00-9.30 p.m., starting February 12, 1979. Room 22, Extra-Mural Town Centre, Wing On Centre, 8th floor, III Connaught Road Central, Hong Kong. 14 meetings.* **Fee: \$120**

The course is designed to provide practising managers and those involved in such industries as advertising and marketing with a knowledge of the values and scope of professionally conducted market research activity. The course will examine the scope and method of market research activity, assessing the value of such research in solving marketing problems and establishing a marketing plan. Reference will be made to the role of Internal/Desk Research and External Research, paying particular attention to the role of data collection, analysis and interpretation. Course members will also be introduced to the value of both qualitative as well as quantitative research. Case studies in both Consumer Market Research and Industrial Market Research will form a major element of the course work. Prior statistical knowledge is not essential.

**386. Economics of Business Enterprise.** S. F. Fan, B.Sc. (Econ.) (London), A.M.B.I.M. *Fridays, 6.00-7.30 p.m., starting February 16, 1979. Room 20, Extra-Mural Town Centre, Wing On Centre, 8th floor, III Connaught Road Central, Hong Kong. 14 meetings.* **Fee: \$120**

The course is designed for executives in the business and industrial sectors who want to acquire an understanding of economic theory relevant to their business life. The firm will be treated as a decision making unit under various market structures. Topics covered include industrial concentration, economies of scale, industrial demand curve, barrier to entry, diversification and vertical integration. The course is essentially practical and only an elementary knowledge of economics is assumed.

**387. Statistics for Teachers.** S. C. Fan, Ph.D. (Corn.), F.I.S., F.S.S., Senior Lecturer in Statistics, University of Hong Kong. *Fridays, 6.00-7.30 p.m., starting February 9, 1979. Room 415, Knowles Building, University of Hong Kong. 12 meetings.* **Fee: \$100** including materials

This course is designed for teachers without special mathematical training who wish to learn some basic concepts underlying statistics and sampling methods which are applicable to the field of education. It is hoped that after attending this course, participants will be able to present statistical data efficiently, make scores comparable, understand statistical tests and regression techniques, and select appropriate samples under different circumstances.

S. C. Fan, *Selected Topics in Statistics for Social Scientists*, (Union Press, 1971)

S. C. Fan, *Basic Sampling Methods*, (Department of Extra-Mural Studies, University of Singapore, 1967)

**Fee Refund:** Teachers in Senior Secondary Schools may apply for a half-fee refund from the Director of Education as soon as they receive a letter of acceptance from the Department of Extra-Mural Studies. This applies to all teachers whether in Government, aided or private schools.

**388. Elements of Statistical Theory I.** Frank Yu Pun-ki, B.A. (H.K.), M.A. (Western Australia), F.S.S. *Thursdays, 7.45-9.15 p.m., starting February 15, 1979. Room 20, Extra-Mural Town Centre, Wing On Centre, 8th floor, III Connaught Road Central, Hong Kong. 14 meetings.* **Fee: \$120**

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

**389. Elements of Statistical Theory II.** May Chin, M.Sc. (Indiana). *Fridays, 6.15-7.45 p.m., starting February 16, 1979. Room 230, Knowles Building, University of Hong Kong. 14 meetings.* **Fee: \$120**

A course for those who have taken Elements of Statistical Theory I or its equivalent. Topics to be covered include: elementary experimental design; analysis of variance; nonparametric tests; correlation and regression analysis; index numbers; time series analysis. The level of the course will approximate to Stage I of the examination of the Institute of Statisticians.

**390. 中級管理統計**  
**(Intermediate Management Statistics)**

主 講 人：吳潔儀碩士。

講授語言：粵語。

地 點：中央市場頂樓第四室。

時 間：一九七九年二月十五日起每星期四下午六時至七時三十分。（共十四講）。

學 費：一百元。

本課程為基本管理統計課程之延續。亦歡迎程度相若者參加。課程內容包括：時間數列之分析；商情預測；關鍵路線分析；成本分析與控制，指數及指數編制等。

*See also :*

**362. Economics and the Business Environment.** (Page 16)

**363. Statistics for Accountants.** (Page 17)

**372. Takeovers and Mergers.** (Page 20)

**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 and be eligible for admission to read for a first degree except in the Faculty of Medicine. Applications for exemption on grounds of mature age must be supported by certified true copies of a birth certificate or a statutory declaration and of any academic qualifications.’

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

# Management Studies

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

**391. An Introduction to Managerial Techniques.** Vincent Ng, B.S., M.B.A., M.S. (UCLA). *Wednesdays, 7.45-9.15 p.m., starting February 7, 1979. Room 20, Extra-Mural Town Centre, Wing On Centre, 8th floor, III Connaught Road Central, Hong Kong. 12 meetings.* **Fee: \$95**

Modern managerial activity contains within it elements of both science and art. The evolution of managerial thinking will be examined, including the ideas developed by the Classical, Human Relations, Neo-classical, and Modern Schools of Thought. Attention will also focus on the functions of the executive together with his role in establishing goals and strategy in the business enterprise. A variety of managerial techniques will be considered within the general framework of the need for corporate planning and for decision-making in conditions of uncertainty. Fundamental ideas will be illustrated with practical examples drawn from the financial, marketing and personnel areas of management.

The course will be suitable for young executives without formal knowledge of the full range of management techniques.

**392. Financial Analysis in Business.** Gabriel Lee Chi-wang, B.Sc. (HK), M.B.A. (Toronto). *Fridays, 7.45-9.15 p.m., starting February 9, 1979. Room 20, Extra-Mural Town Centre, Wing On Centre, 8th floor, III Connaught Road Central, Hong Kong. 12 meetings.* **Fee: \$95**

In the conditions of modern business a number of analytical techniques have been developed for solving financial problems within the Company. The theory and practice of such methods will be examined in detail, together with ways of evaluating financial performance, alternative investment opportunities, financial risk and security pricing. The course is designed for junior credit analysts in the fields of banking and finance who wish to gain a greater awareness of modern techniques. It is planned that the course will allow maximum participation by course members in addition to the more formal mode of instruction.



**393. Strategy in the Business Enterprise.** George M. Docherty, M.Sc (Loughborough), A.C.C.A., A.C.I.S., A.M.B.I.M. *Saturdays, 11.15 a.m.-12.45 p.m., starting February 10, 1979. Room 18, Extra-Mural Town Centre, Wing On Centre, 8th floor, 111 Connaught Road Central, Hong Kong. 10 meetings.* **Fee: \$80**

A constant problem of the modern manager is that day-to-day problems so often command attention that the long term, but even more vital, questions of business strategy are ignored. The formulation of business strategy is as important to the established organization as it is to one newly-created. The course has as its focus the frameworks which a businessman may use to make his organization and its contribution more effective. Internal and external criteria will be examined in order to provide the basis of appraisal of current attainment and the longer term direction of effort. The strategic considerations of companies of different size will also be taken into account.

**394. Materials Management: a Modern Interpretation.** S. H. Symington, H.N.C., M.Inst., P.S., A.M.B.I.M. *Thursdays, 5.45-7.15 p.m., starting February 8, 1979. Room 30, Extra-Mural Town Centre, Wing On Centre, 8th floor, 111 Connaught Road Central, Hong Kong. 10 meetings.* **Fee: \$80**

Materials Management is one of the major functions in industrial, commercial and governmental organizations. The term indicates an attempt to manage and control the total flow of materials from selection of supplier, through inventory control into production, and, in certain cases, after processing into the finished product, distribution to the customer.

This course will benefit managers who are responsible for all or part of the purchasing, inventory control or stores activities. Topics covered will include various management techniques which can be applied specifically to the solving of material management problems.

**395. Consumer Goods Marketing.** Francis A. Chan, B.Sc. (Minnesota),  
*Mondays, 5.45-7.15 p.m., starting February 5, 1979. Room 20, Extra-Mural  
Town Centre, Wing On Centre, 8th floor, III Connaught Road Central,  
Hong Kong. 10 meetings.* **Fee: \$80**

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

**396. International Marketing.** T. R. Ramachandran, M.A. (Madras),  
*Dip. Marketing (Bombay). Fridays, 7.45-9.15 p.m., starting February 9,  
1979. Room 415, Knowles Building, University of Hong Kong. 12 meetings.*  
**Fee: \$95**

The selling and distribution of products in the overseas market presents a unique challenge to the marketing specialist. In addition to particular economic and financial criteria of such involvement, special attention has to be paid to the plan to open up new markets, modes of decision-making, the measurement of potential and of performance. This course aims to meet the needs of practising executives in business, whose responsibilities embrace overseas markets. The basic principles and problems of international marketing will be illustrated with selected case histories drawn from the recent past.

**397. Decision-making in Business: a Model-building Approach.**  
Wong Yat-pui, B.Sc. (H.K.), M.B.A. (Br. Col.). *Fridays, 7.15-8.45 p.m.,  
starting February 9, 1979. Room 122, University Main Building. 12 meetings.*  
**Fee: \$95**

A wide range of quantitative techniques may be applied to the process of taking decisions in the business field. This course is focussed upon the needs of junior and middle managers who wish to gain a deeper insight into the application of statistics and the model-building approach to their functional specialism. An understanding of basic algebra and statistics will be assumed. Special attention will be paid to the techniques of decision-making in conditions of uncertainty, preference theory, network-analysis, discounting methods, linear programming, and regression analysis. Theoretical approaches will be illustrated with case histories.

**398. Management Theory and Practice.** K. K. Chong, B.Sc. (Eng.), Dip.M.S. (H.K.), A.M.B.I.M. *Tuesdays, 6.30-8.00 p.m., starting February 6, 1979. Room 415, Knowles Building, University of Hong Kong. 12 meetings.* **Fee: \$95**

The bridge between soundly-conceived management theory and the problems of the practical manager is the focal point of this course. Theoretical concepts will be examined from the point of view of their applicability in today's business conditions with reference to eastern and western influences on managerial style. The problems of change and the reaction of subordinates to change will be considered. The course is designed to help managers to assess their priorities in the non-technical sphere of administration and to stimulate thinking about modes of effective managerial conduct.

**399. Introduction to Operational Research.** F. K. W. Mak, Ph.D. (London), C. Eng., M.I.Mech.E. *Tuesdays, 8.00-9.30 p.m., starting February 6, 1979. Room 30, Extra-Mural Town Centre, Wing On Centre, 8th floor, 111 Connaught Road Central, Hong Kong. 12 meetings.* **Fee: \$90**

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

**400. Personnel Management: a Modern Approach.** John Wincott, B.A. (Open), M.A. (Lancaster), M.Inst.M., M.B.I.M. *Thursdays, 6.00-7.30 p.m., starting February 8, 1979. Room 418, Knowles Building, University of Hong Kong. 10 meetings.* **Fee: \$80**

The development of sound Personnel Policies is now widely accepted as the cornerstone to the successful pursuit of the overall objectives of an organization. In this course the role of the personnel specialist will be examined in relation to the individual, groups, and the total organization. Specific aspects of personnel policy to be reviewed will include Manpower Planning, Employment, Interview and Selection Techniques, Wage and Salaries Administration and Employee Conditions of Employment. The problems of Incentives, Communications and of Organizational Design will also be considered.

The course will be of interest to junior and middle level executives in the personnel function who wish to broaden their appreciation of the policy options available in their function.

**401. An Introduction to Public Administration.** Miron Mushkat, B.A. (Tel Aviv), M.A. (Carleton), Ph.D. (Manc.). *Fridays, 6.15-7.45 p.m., starting February 9, 1979. Room 722, Knowles Building, University of Hong Kong. 12 meetings.* **Fee: \$95**

The handling of resources and people often presents the Public Sector with the largest problems of management in a society, as well as special considerations such as accountability and responsibility. This course has been designed primarily for Government Officers, who wish to gain deeper insights into the administrative and bureaucratic phenomena of their work. Attention will be given to processes of communication, motivating, leading, planning and decision-making. Specific problems in the fields of personnel administration, financial administration and law will also be examined in the context of the workings of Government.

**402. 人事管理學概論**  
**(An Introduction to Personnel Management)**

主 講 人：陳斯威碩士。

講授語言：粵語。

地 點：香港大學校外課程部市區中心 20 室。  
(香港干諾道中 111 號永安大廈八樓)。

時 間：一九七九年二月七日起逢星期三下午五時四十五分至七時十五分。(共十講)。

學 費：八十元。

在現代商業或非商業機構內，健全的人事政策已被認為推動機構進展一個不可缺的因素。香港社會夾雜着傳統管理觀念及現代西方的管理概念的對立。因此精明的人事策畧的建立，藉以協調複雜的人事關係，為機構的進展而鋪路，尤為重要。

本課程乃幫助此行業的初階者，或其他對人事管理學有興趣的人士，提供人事管理之基本概念，人事經理的責任和所應扮演的角色以及如何在不同背景和行業的機構內設立健全的人事制度以符及時代需要。

#### 403. 市場學導論 (An Introduction to Marketing)

主 講 人：陳少威先生, B.S.Sc., M.B.A.

講授言語：粵語（輔以英語）。

地 點：香港大學校外課程部市區中心 30 室。  
（香港干諾道中 111 號永安大廈八樓）。

時 間：一九七九年二月三日起，逢星期六下午二時十五分至三時四十五分。（共十講）。

學 費：八十元。

市場學為一研究如何有效地幫助生產者推銷商品與服務顧客之學問；其範圍包括指導業務拓展者如何集搜市場資料，估計市場潛力，革新產品及擬定價格、包裝、廣告、推銷與分銷系統等計劃。

本課程專為從事業務拓展工作之初級行政人員而設，從各不同觀點與角度以深入淺出方式探討及剖析市場拓展功能之各面，進而介紹一綜合處理業務拓展工作之新概念。

#### 404. 生產管理 (Production Management)

主 講 人：黃昭欽碩士。

講授語言：粵語。（輔以英語）。

地 點：香港大學校外課程部市區中心 30 室。  
（香港干諾道中 111 號永安大廈八樓）。

時 間：一九七九年二月八日起逢星期四下午七時三十分至九時。  
（共十講）。

學 費：八十元。

近來香港工業已邁進一新紀元，力求科學化管理。而工業界管理人更須對整個生產觀念，有更鮮明之認識。本課程旨在介紹生產管理之基本概念，並將集中討論下列各點，以供工業界督導人員及經理人員參加：一

〔一〕緒論；〔甲〕生產形式；〔乙〕生產職務；〔二〕廠房設計；  
〔三〕生產計劃；〔四〕生產排期；〔五〕生產管制。

## **Diploma in Management Studies**

The Department of Extra-Mural Studies is responsible for the two-year part-time University Diploma course which is offered to graduates and to other suitable candidates with professional qualifications. Those selected for the next intake, in October 1979, 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.

*See also :*

- 370. Law & Procedure of Meetings.** (Page 19)
- 371. The Accountant as a Manager.** (Page 19)
- 373. Finance for the non-financial specialist.** (Page 20)
- 376. 增進企業利潤及效率** (第 22 頁)
- 377. Hong Kong Statistics for Business.** (Page 23)
- 384. Management Science Applications in Modern Banking II.**  
(Page 26)
- 386. Economics of Business Enterprise.** (Page 27)
- 390. 中級管理統計學** (第 29 頁)
- 445. 銀行法概論** (第 57 頁)
- 446. 商人及其法律概論** (第 57 頁)
- 448. 知識及工業資產法** (第 58 頁)
- 511. Hong Kong as a Cross-Cultural Society.** (Page 86)

### **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.

# Education

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

**405. Aspects of Urban Studies.** Miss J. M. Bray, B.A., M.A., Miss P. C. Catt, B.Sc., T. N. Chiu, M.A., Ph.D., W. J. Kyle, B.Sc., M.Sc., Ph.D. *Fridays, 6.30-8.00 p.m., starting February 16, 1979. Room 240, University Main Building. 6 meetings.* **Fee: \$40**

This course is primarily designed for teachers of sixth form geography. Aspects of urban studies to be considered include: the ecosystem approach to urban geography, models and theories of urban development and city structure, the development of ports, urban climate, and fieldwork in urban geography.

**Fee Refund:** Teachers of geography at Advanced Level may apply for a full fee refund from the Director of Education as soon as they receive a letter of acceptance from the Department of Extra-Mural Studies. This applies to all teachers whether in Government, aided or private schools.

**406. Agricultural Landscapes.** Miss P. C. Catt, B.Sc., R. D. Hill, M.A., Ph.D., D. R. Kemp, B.Sc., Dip. Microbiol, M.Sc., Ph.D., M.I. Biol., W. J. Kyle, B.Sc., M.Sc., Ph.D. *Wednesdays, 6.30-8.00 p.m., starting February 14, 1979. Room 240, University Main Building. 6 meetings.* **Fee: 40**

A course designed for sixth form teachers of Geography. It will cover the origins and dispersal of agricultural crops and domestic animals, together with case studies of selected agricultural landscapes which will be considered in the light of those concepts of landscape and ecosystem included in the Advanced Level Curriculum.

**Fee Refund:** Teachers of geography at Advanced Level may apply for a full refund from the Director of Education as soon as they receive a letter of acceptance from the Department of Extra-Mural Studies. This applies to all teachers whether in Government, aided or private schools.

**407. The Teaching of Public Affairs in Forms 4 & 5.** Peter Fan, B.So.Sc., Dip. Ed. (C.U.H.K.), M.A. (Wake Forest), C. J. G. Lowe, M.A. (Cantab.), Dip. Ed. (Lond.), Lecturer in Education, University of Hong Kong. *Mondays, 6.00-7.30 p.m., starting February 26, 1979. Room 21, Extra-Mural Town Centre, Wing On Centre, 8th floor, 111 Connaught Road Central, Hong Kong. 8 meetings.* **Fee: \$50**

A course for teachers of Public Affairs at Certificate of Education Level. It will discuss topics taken from the examination syllabus but will be more concerned with analysing approaches to teaching and the use of teaching aids than with content.

**Fee Refund:** Teachers of E.P.A. may apply for a full fee refund from the Director of Education as soon as they receive a letter of acceptance from the Department of Extra-Mural Studies. This applies to all teachers whether in Government, aided or private schools.

**408. 香港幼稚園教育之方法  
(New approaches to Kindergarten Education)**

主 講 講：黃黃菊如碩士。

講授語言：粵語。

地 點：香港大學校外課程部市區中心 14 室。  
(香港干諾道中一百一十一號永安大廈八樓)。

時 間：一九七九年二月二十四日起每星期六上午九時三十分至十一時。(共十講)。

學 費：六十元。

本課程特別為幼稚園教師、人政人員、及對兒童教育有興趣之家長而設。講授與討論之內容包括：兒童教育之方法與理論，兒童心理問題，課程之設計與教導方法，學習進度與課程效能之評鑑，課室管理，家長教師關係等。

截止報名日期：一九七九年二月十四日。



409. 低能(智力)兒童的管教  
(Understanding and Helping the Mentally Handicapped  
Child: An Appreciation of the Problem)

主 講 人：由香港低能兒童教育協進會總幹事鄧福泉先生及本港對弱智兒童有研究及直接工作經驗之專業人士擔任。

講授語言：粵語。

地 點：香港大學校外課程部市區中心 25 室。  
(香港干諾道中一百一十一號永安大廈八樓)。

時 間：一九七九年三月五日起每星期一下午六時至七時三十分。  
(共十四講)。

學 費：八十元。

本課程之目的為使社會人仕、家長、及直接為弱智兒童工作之教師、護士、祇會工作者、或訓導員，對弱智兒童有基本之了解，並在管教方面，有正確之認識。

課程內容包括緒論，社會對弱智兒童之照顧，弱智兒童之成因及本質(包括醫療方面)，弱智兒童之需要，及其在家庭，學校，社會及職業方面之適應問題，教育問題，職業訓練等等。

講授方面以粵語為主。方式包括專題講座，電影，討論及參觀弱智兒童訓練機構等。每班限收二十五名。在職專業者及兒童家長將獲優先取錄。(本課程由香港低能兒童教育協進會贊助)

*See also :*

- 341. **Children's Arts and Crafts Activities: a Workshop for Adults.**  
(Page 7)
- 350. 兒童美術教學與欣賞(第 11 頁)
- 387. **Statistics for Teachers.** (Page 28)
- 428. **New Orientations in English Language Teaching.** (Page 45)
- 429. **English Language Testing: some basic considerations.**  
(Page 46)
- 449. **Calculus.** (Page 59)
- 450. 小學數學科成績的考評(第 59 頁)
- 530. **Fungi and Man.** (Page 96)
- 531. **Marine Life and the Effects of Pollution in Hong Kong.**  
(Page 97)
- 535. **Recent Advances in Genetics.** (Page 98)
- 537. **Health Science Microbiology.** (Page 99)
- 543. **Children's Work and Play: the Montessori Way** (Page 103)
- 544. **The Sociology of Education and Educational Policy & Planning.** (Page 103)
- 546. 學校社會工作導論(第 104 頁)

# Engineering

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

**410. Computer Analysis of Solid-State Power Converter Circuits**  
H. Y. Law, B.Sc. (Eng.) (HK), Programmer, Computer Centre, University of Hong Kong and S. K. Tso, B.Sc. (Eng.) (HK), Ph.D. (Birm.), C.Eng., M.I.E.E., M.H.K.I.E., Senior Lecturer in Electrical Engineering, University of Hong Kong. *Mondays and Wednesdays, 7.00-9.00 p.m., starting February 12, 1979. Room 201, University Main Building. 12 meetings.*

**Fee: \$250**

A course for engineers and research workers associated with power electronics and thyristor circuits. Previous experience in FORTRAN programming would be an advantage though not a pre-requisite. Opportunities will be provided for solving problems with a converter analysis package designed for use with ICL 1904S.

*Outline of Syllabus:* industrial control, solid-state power switches and thyristor converters; motivation for and problems of automated analysis; analytical techniques; the introduction of a specially developed computer package and application study, with inverters and choppers included as typical examples.

*Enrolment is limited to 20 persons.*

*See also :*

- 399. Introduction to Operational Research. (Page 33)**
- 432. Geotechnical Methods: Recent Developments and their Applications in Modern Building Industry. (Page 48)**

# English Studies

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

## ENGLISH LANGUAGE COURSES

### SPECIAL ENGLISH

These courses are offered for those who intend to apply for a place in one of the Department's Use of English courses in the year 1979-80 and who therefore wish to improve on their basic command of English so that they will have a better chance of passing the Entrance Examination later in the year. Intensive tuition will be provided in writing skills, reading comprehension, speaking and listening comprehension.

#### *Entrance Qualifications :*

Grade "E" or above in English Language in the Hong Kong Certificate of Education Examination, or in the case of English Language Syllabus "A", Grade "C", or the equivalent in an approved examination. *Applicants should attach photocopies of the certificates they have been awarded to their application forms.*

#### *Textbooks :*

R. O'Neill: Kernel Lessons Intermediate, Students' Book.  
Kernel Lessons Intermediate, Students' Test Book.

These books may be obtained from the Hong Kong Book Centre, Des Voeux Road Central, or the Swindon Book Company, Lock Road, Kowloon.

### Courses

#### *In Hong Kong*

- 411. Mondays, 6.15-7.45 p.m., starting February 12, 1979. University of Hong Kong. 15 meetings. **Fee: \$100**
- 412. Tuesdays, 3.00-4.30 p.m., starting February 13, 1979. Extra-Mural Town Centre, Wing On Centre, 8th floor, 111 Connaught Road Central. 15 meetings. **Fee: \$100**
- 413. Fridays, 6.15-7.45 p.m., starting February 9, 1979. Extra-Mural Town Centre, Wing On Centre, 8th floor, 111 Connaught Road Central. 15 meetings. **Fee: \$100**
- 414. Fridays, 6.15-7.45 p.m., starting February 9, 1979. Wah Yan College, Queen's Road East. 15 meetings. **Fee: \$100**

#### *In Kowloon*

- 415. Mondays, 6.15-7.45 p.m., starting February 12, 1979. Wah Yan College, 56 Waterloo Road. 15 meetings. **Fee: \$100**
- 416. Fridays, 6.15-7.45 p.m., starting February 9, 1979. Wah Yan College, 56 Waterloo Road. 15 meetings. **Fee: \$100**

## RETURN TO ENGLISH

It often happens that young people who completed their formal education a few years ago and who have been employed in office work ever since feel that they need to improve their English if they are going to develop as fully as they should in their work. The 'Return to English' courses are therefore intended for those who wish to improve their knowledge of English so that they can write and speak more fluently and understand written material and what is said to them without difficulty. The tutors will provide thorough tuition in writing, reading and speaking skills and also provide frequent opportunities to practice those aspects of English that most commonly present problems to those who have stopped studying the language for a few years.

### *Entrance Qualifications :*

A Pass in English Language at G.C.E. level. *All applicants should attach copies of their certificates to their application forms.*

### *Textbook :*

L. G. Alexander: *Fluency in English* (Longman)

This book is obtainable from the Hong Kong Book Centre, Des Voeux Road Central, and the Swindon Book Company, Lock Road, Kowloon.

## Courses

### *In Hong Kong*

- 417.** Tuesday, 6.15-7.45 p.m., starting February 13, 1979. Maryknoll Sisters' School, Blue Pool Road. 15 meetings. **Fee: \$100**  
*N.B.* Blue Pool Road is served by Buses No. 1, leaving Central District every 5 minutes during "peak" periods and every 12 minutes during "slack" periods, and No. 19, leaving North Point every 10 minutes during "peak" periods and every 15 minutes during "slack" periods.
- 418.** Tuesdays, 6.15-7.45 p.m., starting February 13, 1979. St. John's Co-Educational College, Taikoo Shing, Quarry Bay. 15 meetings. **Fee: \$100**
- 419.** Wednesdays, 6.15-7.45 p.m., starting February 14, 1979. University of Hong Kong. 15 meetings. **Fee: \$100**
- 420.** Thursdays, 3.00-4.30 p.m., starting February 15, 1979. Extra-Mural Town Centre, Wing On Centre, 8th floor, 111 Connaught Road Central. 15 meetings. **Fee: \$100**

### *In Kowloon*

- 421.** Fridays, 6.15-7.45 p.m., starting February 9, 1979. Wah Yan College, 56 Waterloo Road. 15 meetings. **Fee: \$100**

## BUSINESS CORRESPONDENCE

Every business executive needs to be able to express himself clearly and with courtesy when he corresponds with his clients both overseas and locally. The Department's "Business Correspondence" courses are therefore intended for those who have to handle correspondence independently for their organisations and will provide tuition in the following aspects of commercial correspondence:

- Basic Principles: lay-out of a business letter, conventional usage, style and the use and abuse of commercial jargon.
- Trade Enquiries: how to make trade enquiries, how to negotiate for more favourable terms and how to place orders.
- Complaints: how to write letters of complaint and to reply to them.
- Sales Letters: how to write sales letters to suit a variety of different circumstances.
- Collection Letters: how to write letters calling for payment when bills are overdue.
- Correspondence Summaries: how to summarize a series of letters so as to draw out the points raised in each letter or in the correspondence as a whole and how to make recommendations for further action.

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

### *Entrance Qualifications :*

A Pass in English Language at G.C.E. level or approved post-secondary secretarial training. *All applications should attach copies of their certificates and a letter saying why they wish to be enrolled to their application forms.* Enrolment of students will be by selection of those most capable of benefiting from the course of tuition.

### *Textbook :*

D. Macintosh: *English for Business*, 2nd Edition (Book Marketing)

This book is obtainable from the Hong Kong Book Centre, Des Voeux Road Central, the Swindon Book Company, Lock Road, Kowloon, or any good bookshop.

## **Courses**

### *In Hong Kong*

- 422. Fridays, 6.15-7.45 p.m., starting February 16, 1979. University of Hong Kong. 15 meetings. **Fee: \$120**

- 423.** Fridays, 6.15-7.45 p.m., starting February 9, 1979. Wah Yan College, Queen's Road East. 15 meetings. **Fee: \$120**
- 424.** Saturdays, 2.30-4.00 p.m., starting February 10, 1979. Extra-Mural Town Centre, Wing On Centre, 8th floor, 111 Connaught Road Central. 15 meetings. **Fee: \$120**

*In Kowloon*

- 425.** Fridays, 6.15-7.45 p.m., starting February 9, 1979. Wah Yan College, 56 Waterloo Road. 15 meetings. **Fee: \$120**

## SPOKEN ENGLISH

- 426. Oral Fluency.** Mrs. I. C. Anderson, B.A., Dip.Ed. (Manitoba). *Mondays and Wednesdays, 7.15-8.45 p.m., starting February 12, 1979. University of Hong Kong. 16 meetings.* **Fee: \$140**

The focus of this short intensive course is on oral English. Through student participation in role-playing situations, small-group discussions, problem-solving exercises and other activities, the aim of the course will be to improve the students' oral fluency in English. Some attention will be given to pronunciation, intonation and listening comprehension, but the emphasis will be placed on functional communicative competence—the ability and confidence to know what to say and how to say it in situations where spoken English is most likely to be needed.

*Entrance Qualifications* : Preference will be given to those who have been awarded a full Departmental Certificate in the Use of English or English for Business since 1974, but those who have been awarded the G.C.E. 'O' level in English will also be considered. *All applicants should attach copies of their certificates to their applications.* Enrolment of applicants will be by selection of those most capable of benefitting from the course of tuition.

*Enrolment limited to 20 students.*

- 427. Intonation in Idiomatic English.** Raymond Huang, B.A. (Lingnan), M.A. (Leeds), I.P.A.Cert.Phon., P.G.C.E. (London), L.R.A.M., L.T.C.L. (London), President, Lingnan College and Principal, Lingnan Middle School. *Tuesdays, 6.15-7.45 p.m., starting February 13, 1979. Room 4A, Maryknoll Sisters' School, Blue Pool Road. 16 meetings.* **Fee: \$130**

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

- (1) The tonal and rhythmic system of his mother tongue, and
- (2) how errors in his English speech arise from his native language habits.

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

*Enrolment limited to 30 students.*

The tutor is author of a number of books on phonetics, including 'English Pronunciation Explained with Diagrams' and co-author of 'Intonation in Idiomatic English', Books I & II.

*N.B.* Blue Pool Road is served by Buses No. 1, leaving Central District every 5 minutes during "peak" periods and every 12 minutes during "slack" periods, and No. 19, leaving North Point every 10 minutes during "peak" periods and every 15 minutes during "slack" periods.

## ENGLISH FOR TEACHERS

**428. New Orientations in English Language Teaching.** William Cheng, B.A., M.A.(Ed.)(H.K.U.), Dip. in App.Ling.(Edin.), Lecturer, School of Education, Chinese University of Hong Kong. *Thursdays, 6.15-7.45 p.m., starting February 15, 1979. Room 103, Main Building, University of Hong Kong. 12 meetings.* **Fee: \$100**

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

The topics to be considered will include the following:

- Second language acquisition;
- Syllabus design: structural syllabuses versus communicative/functional syllabuses;
- Different approaches to the teaching of grammar;
- Error analysis;
- Developing communicative skills;
- Language teaching games and songs;
- Communication games and role-play;
- New trends in the teaching of reading;
- Language testing.

*Enrolment limited to 30 students.*

*N.B.* This course is intended for teachers of English in Secondary Schools.

**Fee Refund:** *Teachers of English in all categories of secondary school may apply to the Director of Education for a full fee refund as soon as they receive a letter of acceptance from the Department of Extra-Mural Studies. This applies to all teachers whether in Government, aided or private schools.*

**429. English Language Testing: some basic considerations.** Vincent K. C. Cheung, M.A. (Exeter), Dip. in T.E. Overseas (Leeds), Subject Officer, English H.K. Examinations Authority. *Fridays, 8.00-9.30 p.m., starting February 16, 1979. Room 17, Extra-Mural Town Centre, Wing On Centre, 8th Floor, 111 Connaught Road Central, Hong Kong. 12 meetings.*

**Fee: \$100**

Designing, constructing and using English language tests are essential to all teachers of English. This course will therefore cover the basic notions on language testing, e.g. factors governing a good test; procedures in designing and constructing language tests; the interpretation of test scores; item analysis; subjective and objective testing; discrete-point tests versus integrative skills tests and the influence of a communicative approach on language testing.

Multiple-choice items, the Cloze test and dictation will also be considered in detail as these are the more controversial testing devices at present.

The course will not only help teachers to measure more correctly the language skills of their students and find out where their weaknesses lie, but it is also hoped that the teachers themselves will be able to evaluate and improve their techniques in both testing and teaching.

This course is intended for secondary school teachers of English. Enrolment will be limited to 25 students and may be by selection of those who are most qualified to benefit from the course of tuition.

**Fee Refund:** *Teachers of English in all categories of secondary school may apply to the Director of Education for a full fee refund as soon as they receive a letter of acceptance from the Department of Extra-Mural Studies. This applies to all teachers whether in Government, aided or private schools.*

## CULTURAL COURSES

**430. Baroque Poetry: A Study in East-West Comparative Literature.** T. W. Wong, B.A. (Nat. Taiwan), Ph.D. (Wash.), Lecturer in East-West Comparative Literature, University of Hong Kong. *Tuesdays, 6.15-7.45 p.m., starting April 10, 1978. Room 201, Main Building, University of Hong Kong. 10 meetings.*

**Fee: \$90**

Historians of European literature have recently adopted the term *Baroque* to describe the period between the Renaissance and the Neoclassicism of eighteenth century literature. This course is therefore offered to introduce the concept of *Baroque* to those who may have only a very limited knowledge of European literature of the seventeenth century.

Seventeenth century European poetry, with examples from Spain, France and Germany read in translation, will be considered with reference to its stylistic idiosyncrasies and how the poets used their creative intellect to reflect the attitude of "life as a dream", how they dramatized their amorous and even sexual experiences and how they expressed their extreme views on Time and Death.



Chinese poetry of the ninth century (Mid and Late T'ang) will be read in translation in the light of Baroque stylistics and sensibilities, and similarities in attitudes towards Love and Death and artistic creation between T'ang poets and the European Baroque poets will be explored.

As the term *Baroque* was originally used in art criticism, the course will also introduce the works of Baroque artists and musicians. Slides of paintings, sculpture and architecture by Michaelangelo, Bernini, Rembrandt, Rubens etc. will be shown, and recordings of the music of Bach, Handel and Vivaldi etc. will be played. These will serve to show what they share with the writers of their time in attitude and expression of the "age-spirit".

*Enrolment limited to 20 students.*

**431. Introduction à l'histoire et à la civilisation françaises.** D. J. Culpin, M.A. (Brist.), M-es-L (Bordeaux), Lecturer in French, University of Hong Kong. *Wednesdays, 6.15-7.45 p.m., starting February 14, 1979. Room 167, Main Building, University of Hong Kong. 10 meetings. Fee: \$80*

L'intérêt de l'histoire et de la civilisation françaises est double: d'abord parce que la France a produit quelques unes des grandes œuvres de l'art et de la littérature mondiale, et ensuite parce qu'elle a été elle-même influencée par les grands courants du développement européen, dont ces œuvres sont les fruits.

Ce cours, qui sera donné en français, servira d'introduction à cette enrichissante histoire, et s'adressera à ceux qui, possédant déjà une certaine connaissance de la langue française, voudraient faire un pas vers une connaissance plus étendue du pays et de sa civilisation.

Le développement de l'histoire, des idées, de la peinture et de la littérature à partir du XVIIe siècle jusqu'à nos jours sera considéré par rapport au thème du Classicisme, au cours de son épanouissement sous Louis XIV et l'ancien régime, et de son déclin après Napoléon et pendant le XIXe siècle. Le cours sera illustré par des diapositives et des textes littéraires.

*Enrolment limited to 25 students.*

*N.B.* This course will be conducted in French.

*See also:*

- 497. 詩聯欣賞與作法(二)(第78頁)
- 498. 唐詩通論(四)(第79頁)
- 500. 中國新文學之探討(第80頁)

# Geography & Geology

*Staff Tutors* : Owen H. H. Wong, *Telephone* 5-468161 *Ext.* 309

John D. Young, *Telephone* 5-468161 *Ext.* 497

**432. Geotechnical Methods: Recent Developments & their Applications in Modern Building Industry.** J. C. W. Lau, M.Sc. (Manc.), Ph.D. (London), C.Eng., MICE, MISTRUCT E., MHKIE, FGS and R. Fernie, B.Sc. (Heriot-Watt), C.Eng., MICE, MIHE, FGS. *Alternate Saturdays, 9.30 a.m.-12.45 p.m., starting February 17, 1979. Room 15, Extra-Mural Town Centre, Wing On Centre, 8th floor, 111 Connaught Road Central, Hong Kong. 6 meetings.* **Fee: \$90**

The following topics will be discussed with the aim of providing practising Civil and Structural Engineers with up-to-date knowledge of recent trends in geotechnical engineering:

Site investigation techniques.

Rock mechanics: properties of intact rocks and their measurement, shear strength of jointed rocks.

Rock slope stability: rock joint survey and graphical presentation on stereonets, methods of slope stability analysis, theory and design of rock anchors.

Soil mechanics: properties of soils and their measurement.

Soil slope stability: limit equilibrium methods.

Infiltration theories: infiltration of rain water into unprotected slopes and its effect on slope stability, physics of unsaturated flow.

Earth pressures on retaining structures.

Dewatering: effects on buildings.

Modern stress-strain theories and computational methods: tensor notations, constitutive laws, introduction to finite element method, limit analyses. Implication of strain-softening in geotechnical engineering.

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

*Enrolment is limited to 30.*

433. 香港自然地理野外考察  
(Geography in the Field: Physical)

主 講 人：鈕柏榮先生、楊兆康先生、歐陽秋眉女士。

講授言語：粵語（輔以英語）。

地 點：香港大學鈕魯詩樓 229 室。

時 間：一九七九年二月十三日起每星期二下午八時至九時十五分。（共七講及四次野外考察）。

名 額：三十五人。

學 費：六十五元。

講授重點着重於介紹與香港有關的地質、地貌、土壤及植物等方面的知識。

內容包括：

（一）礦物、岩石與構造地質特徵：礦物與岩石將簡略介紹主要的造岩礦物與主要的岩石類型特徵構造特徵，將介紹褶皺、斷裂、節理、劈理等。

（二）海岸及河流地貌的主要特徵及其成因。

（三）土壤的形成。

（四）植物考查方法。

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

主 講 人：鈕柏榮先生、歐陽秋眉女士。

講授語言：粵語（輔以英語）。

地 點：香港大學鈕魯詩樓 229 室。

時 間：一九七九年二月二十日起每星期二下午六時十五分至七時四十五分。  
（共四講，另二次野外考察及一次實驗講解）。

名 額：二十五人。

學 費：五十元。

本課程為「香港自然地理野外考察」課程中礦物岩石部分的擴展，對礦物與岩石作較為詳細的講授。

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

*See also :*

- 405. Aspects of Urban Studies. (Page 37)**
- 406. Agricultural Landscapes. (Page 37)**
- 528. Basic Geology and the Geology of Hong Kong. (Page 96)**
- 532. Introduction to Gemstones & Gemmology. (Page 97)**

# History

*Staff Tutors* : Owen H. H. Wong, *Telephone* 5-468161 *Ext.* 309  
John D. Young, *Telephone* 5-468161 *Ext.* 497

**435. The History of Modern China: a Thematic Approach.** Alfred H. Y. Lin, M.Phil. (H.K.), Ph.D. (London), Owen H. H. Wong, M.A. (H.K.), Ph.D. (Cantab.), John D. Young, M.A., Ph.D. (California). *Mondays, 6.15-7.45 p.m., starting February 12, 1979. Room 103, University Main Building. 10 meetings.* **Fee: \$70**

A basic knowledge of China's historical development through in-depth analyses of the key issues is vital to an understanding of present-day China. The thematic approach is adopted to make meaningful China's complex transformation since 1842. The course will touch upon the following essential themes: Traditional Chinese World Order and the Tributary System; Internal Rebellion and Dynastic Decline; Reform and Chinese Conservatism; Nationalism, Revolution and Western Ideas; Marxism and Chinese Communism: KMT-CCP Rivalry; Land and the Peasants; the Gentry; Foreign Economic Activities and Imperialism; Modernization and the People's Republic.

**Fee Refund:** Secondary Teachers who wish to attend the above course may apply for a full fee refund from the Director of Education as soon as they receive a letter of acceptance from the Department of Extra-Mural Studies. This applies to all teachers whether in Government, aided or private schools.

436. 中國歷代治亂因果及改制得失(六)：(近代)  
(An Analysis of Chinese Historical Trends: Part VI)

主 講 人：林旅芝先生。

講授語言：粵語。

地 點：香港大學校外課程部市區中心十五號室。  
(香港干諾道中一百一十一號永安大廈八樓)。

時 間：一九七九年二月二十三日起每星期五下午六時五十分至八時二十分。(共十講。計十五小時)。

學 費：五十五元。

本課程為研討中國歷朝之興起及覆亡之因素。以往不少人士持有「天下大勢，亂極必治，治極必亂」之觀點，此種史觀，殊不合邏輯，時代之演變，變幻無常，絕非如機械公式之千篇一律者，每朝之興，必有其因，每朝之止，必有其理，國祚長短，亦不劃一，如周歷時八百載，而劉知遠之漢僅得四年，有何極之可言，故歷史之演變，朝代之興亡，為一極其複雜之問題。本課程即以此問題為研討中心，至於史實，僅作說明資料，用以印證主題之正確性而已。研討範圍分為多期，由殷商開始至明清為第一至四期，清代為第五期，近代為第六期，為文史教師及對中國史有興趣者，提供新的資料。

申請教育司署付還學費手續：凡政府，補助，或私立學校之中文歷史教師進修以上課程而欲教育司署支付學費，可於接獲本部取錄函件後向教育司署申請。

# Journalism & Communication

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

## 437. 廣告與公關導論 (Advertising and Public Relations Forum)

主 講 人：徐天佑碩士（課程主持）  
紀文鳳小姐（精英廣告公司創作監督）  
馮漪敏碩士（威雅廣告公司媒介監督）  
蔡春霖碩士（博雅公關公司客務主任）

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十五號室。  
（香港干諾道中一百一十一號永安大廈八樓）。

時 間：一九七九年三月一日起每星期四下午六時至七時半。  
（共十四講）。

學 費：一百二十元。

由於本港的生活水準不斷提高，廣告公關行業亦隨之而發達，對大眾的日常生活習慣、起居飲食都有顯著的影響。因此經營廣告公關行業的方法也力求高度專業化及科學化：這包括了整盤廣告公關計劃的策畧，表達形式，及通過不同的媒介使訊息有效地達到受眾。

本課程的目標係向各方面對廣告公關行業有興趣之人士提供一般的基本知識，引導參課者認識和善用廣告公關正確地推廣宣傳，並矯正一般人士對廣告公關行業的誤解。

課程內容包括廣告及公關行業的市場結構、經營、客務、創作構思與表現方式、媒介策畧等。主講者來自不同的廣告公關公司或機構並有本身在行的經驗。

本課程因屬導論性質，對在職業上與廣告或公關有關係的人士較為適合，並獲優先取錄機會，因部份講課乃採用研討方式，故名額以三十人為限。截止報名日期為二月十五日。

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

主 講 人：蔡克信先生。

講授語言：粵語。

地 點：香港大學校外課程市區中心十五號室。  
(香港干諾道中一百一十一號永安大廈八樓)。

時 間：一九七九年二月二十七日起每星期二下午七時四十五分至九時十五分。(共十二講)。

學 費：七十五元。

名 額：三十二名。

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

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

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

**439. 公共關係：自我辨認與人際關係  
(Intra- and Inter-Personal Relationships in Public Relations)**

主 講 人：陳毓祥碩士。

講授語言：粵語(輔以英語)。

地 點：香港大學校外課程市區中心十八號室。  
(香港干諾道中一百一十一號永安大廈八樓)。

時 間：一九七九年二月二十七日起每星期二下午六時十五分至七時四十五分。(共二十講)。

學 費：一百二十元。

除了導引出公關的主題及理論上的專有解釋及概念外，更盡力增進學員們的自我了解及介紹人與人之間的公關技巧。再輔以心理測驗及「相互觀察與糾正小組」的方式，來促進學員們對該門學科之認識。討論項目包括：各項公共關係技術類型；傳播的原則及理論；應用在公共關係上各種傳播媒介之類型，態度形式之衡量，功能及變化；公共關係之職業道德；對公共關係之執行，設計及估值；各類公關問題之討論。

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。



#### 440. 人際溝通與實用心理 (Practical Psychology in Human Communication)

主 講 人：陳毓祥碩士。

講授語言：粵語（輔以英語）。

地 點：香港大學校外課程部市區中心二十四號室。  
（香港干諾道中一百一十一號永安大廈八樓）。

時 間：一九七九年二月廿七日起每星期二下午八時至九時十五分。（共二十講）。

學 費：一百二十五元。

名 額：二十人。

以小組討論，「相互觀察與糾正小組」及實習等方式，幫助學員去領略有效之傳播溝通技巧，從而解決個人及人際間的問題，討論範圍包括：

人際溝通的處事分析。	人際溝通的領導問題。
人性理解。	人際溝通的羣體語言。
勸誘的傳播技巧與宣傳方法。	家庭成員的二十種溝通技巧。
人際間的相互吸引問題。	人際溝通問題中之適應性與不良心理反應。
人際溝通與小組壓力。	

本課程適合對傳播學有初步認識的學員選修，而對一般從事文化教育事業、社會工作及公共關係、又需進一步理解人際溝通的各項問題的人仕，幫助尤大。

#### 441. 傳播學導論 (Mass Communication)

主 講 人：梁業昌先生（大專會堂主任）。

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十五號室。  
（香港干諾道中一百一十一號永安大廈八樓）。

時 間：一九七九年三月一日起每星期四下午七時四十分至九時十分。（共十二講）。

學 費：七十元。

在歐美許多大學，傳播學（或稱傳理學）已成為必修課程之一，其目的為運用科學方法，分析及研究傳播與人際間關係。此科對從事文化教育、社會工作、新聞專業、廣告及公共關係者，均會有很大的專業上的幫助。

討論的重點在於研究傳播媒介與社會的關係。範圍包括傳播的過程，傳播組織的特點，內容的控制及傳播媒介對政治、經濟及社會可能產生的影響，並會對傳播理論作初步的探討。

整個過程着重啟發性的討論，故只限收二十六人。

#### 442. 大眾傳播專題研討 (Topical Studies of Mass Communication Problems)

主 講 人：梁偉賢博士（浸會學院講師）  
黃維忠先生（中文大學講師）  
梁業昌先生（大專會堂主任）  
暨多位傳播學研究及教育人士

講授語言：粵語。

地 點：香港大學校外課程部市區中心十五號室。  
（香港干諾道中一百一十一號永安大廈八樓）。

時 間：一九七九年三月五日起每星期一下午六時至七時三十分。  
（共十講）。

學 費：七十元。

名 額：二十二人。

以大眾傳播所面臨的各項問題與挑戰為重心，分作各專題研究，範圍遍涉傳播模式、傳播效果、新聞自由、新聞管制、宣傳效果、輿論反應等等。課程除講授外，並着重自由討論，共分十講，凡從事大眾傳播工作者及傳播研究者及曾參加「傳播學導論」課程學員，將獲優先取錄機會。

截止報名日期：二月二十二日。

#### 443. 表達與理辯 (Public Speaking & Persuasion)

主 講 人：彭煥堯先生（哈佛大學尼曼研究院院士）。

講授語言：粵語（輔以英語）。

地 點：香港大學校外課程部市區中心十八號室。  
（香港干諾道中一百一十一號永安大廈八樓）。

時 間：一九七九年三月一日起每星期四下午五時五十分至七時二十分。（共十二講）。

學 費：六十五元。

名 額：三十人。

從心理學分析思想意見傳達的技巧與實際運用，並就修辭學觀點加以研究批評，講授時特別着重不同場合，講辭的撰寫、體裁、編排、表達與評估，日常的應對與辭語的表達，及理辯與勸誘的方法，兼分析古今各演講名家的成就作為範例，至於大眾傳播羣衆心理及傳播有關之法律問題等等亦有涉及，內容與工商教育傳播等均有密切關係。重點配合有關職業工作上的實際需要。

# Law

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

**444. Law of Partnership.** Francis Cheung, LL.B. (London), Solicitor, Asst. Crown Counsel, Legal Department. *Fridays, 6.15-7.45 p.m., starting February 23, 1979. Room 721, Knowles Building, University of Hong Kong. 6 meetings.* **Fee: \$55**

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

## LAW FOR LAYMEN

### 445. 銀行法概論 (Essentials of Banking Law)

主講人：陳倚文女士。

講授語言：粵語。（輔以英語）。

地點：香港大學校外課程部市區中心二十五號室。  
（香港干諾道中一百一十一號永安大廈八樓）。

時間：一九七九年二月十四日起每星期三下午六時至八時。

學費：七十元。

本課程共十講。旨在以簡易之方法，使市民與銀行僱員對香港銀行法例作基本認識。內容包括銀行與顧客之關係；商業貸款；扣押債務人在第三者手中之債權；儲蓄存款，支票及其他票據；銀行之責任和法律對銀行之保障；存款之保證；抵押及其他債務擔保；商業信用等。

### 446. 商人及其法律概論 (An Introduction to Law for the Businessman)

主講人：陳永泉先生，LL.B. (Hons.), B.Com., P.C.LL., D.B.A.

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二十五號室。  
（香港干諾道中一百一十一號永安大廈八樓）。

時間：由一九七九年二月十五日起每星期四下午八時至九時三十分。（十二講）。

學費：六十元。

本課程旨在介紹在香港經商者對有關法律應有之基本認識。內容包括公司法、合夥法、契約法、商事法、僱傭案例，勞工賠償條例及最近提出之小額錢債審裁處法案等。

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

主 講 人：韓譚春先生。

講授語言：粵語。

地 點：香港大學校外課程部市區中心二十五號室。  
(香港干諾道中一百一十一號永安大廈八樓)。

時 間：一九七九年二月十三日起每星期二下午八時至九時三十分。(共八講)。

學 費：四十元。

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

**448. 知識及工業資產法  
(Law of Intellectual and Industrial Property)**

主 講 人：梁福麟碩士。

講授語言：粵語(輔以英語)。

地 點：香港大學校外課程都市區中心二十二號室。  
(香港干諾道中一百一十一號永安大廈八樓)。

時 間：由一九七九年二月二十三日起每星期五下午八時至九時三十分。(共八講)。

學 費：四十五元。

本課程旨在介紹專利權(PATENT)、版權著作權(COPYRIGHT)、註冊圖案設計(REGISTERED DESIGN)、註冊商標(TRADE MARK)冒認(PASSING-OFF)、洩露工業機密(BREACH OF CONFIDENTIAL INFORMATION)等之法例，適合製造、生產、設計、出版及出入口各行業人士選修。

*See also:*

**370. Law and Procedure of Meetings. (Page 19)**

# Mathematics

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

**449. Calculus.** C. B. Spencer, B.Sc., Ph.D. (Liv.). *Wednesdays, 6.15-7.45 p.m., starting February 21, 1979. Room 743, Knowles Building, University of Hong Kong. 10 meetings.* **Fee: \$80**

The following topics will be dealt with: power series; continuity; analysis of the real line; functions of two-variables; double & triple integrals and elementary differential equations.

Applicants should have a knowledge of calculus up to School Certificate Level.

## 450. 小學數學科成績的考評 (Internal Assessment in Mathematics in Primary Schools)

主 講 人：馮源先生，張鏡清先生。

講授語言：粵語。

地 點：香港大學校外課程部市區中心二十一室。  
(香港干諾道中一百一十一號永安大廈八樓)。

時 間：一九七九年二月二十二日起每星期四下午七時四十五分至九時四十五分。(共八講)。

學 費：七十元。

本課程專為小學校長及教師而設，旨在對小學數學科校內成績之考查及評分作較深入之討論，講題包括測驗的類別及作用，測驗題的擬訂，測驗結果的分析及分數的調整等。

申請教署付還學費手續：凡政府、補助或私立學校之小學數學教師進修以上課程而欲教育司署支付學費，可於接獲本部取錄函件後，向教育司署申請。

# Music

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

## 451. 音樂美學 (Aesthetics of Music)

主 講 人：劉靖之先生, B.A. (Hons.) London, L.R.S.M., L.T.S.C.,  
A.Mus.T.C.L., F.I.L.L., F.R.S.A.

講授語言：粵語（輔以英語）。

地 點：香港般舍道六十七號聖保羅男書院音樂室。

時 間：一九七九年二月二十六日起 每星期一下午六時至七時半。  
（共十二講）。

學 費：八十五元。

《美學》作為一門獨立科學是從一七五零年德國哲學家鮑姆嘉通開始的。其實自從人類有藝術創作以來，就十分關心美學上的各種問題，並致力於這些問題的探討和研究。在西方，從古希臘已開始美學的研究，柏拉圖和亞里斯多德這兩位哲學大師就寫過不少美學和詩學的論著，影响後世深遠。

長期以來，美學偏重文藝理論方面，其中亦涉及音樂美學。公元前六世紀中葉哲學家畢達格拉斯認為「音樂使宇宙諧和，一如數學與天文學」；公元前五世紀的柏拉圖主張音樂是社會與政治的教育工具；普羅丁納斯覺得音樂就是神力；而十七世紀的雷布尼茲研究所得到的結論是「音樂是無意識數學之運算」。

哲學家與心理學家對音樂美學的觀點如上所述，而音樂家、音樂理論家的看法另有角度。克萊茲希瑪認為音樂既非繪畫之代替，亦非自然產物，而是一篇精緻、優美絕倫之詩歌、散文。十九世紀德國音樂理論家雨果·瑞曼則認為音樂作品是作曲家與聽眾之間的媒介。另外一派則認為音樂是純藝術，音樂應有力、優美、親切、富於情感。漢斯利克、哈爾姆、庫爾特、賀爾曼、姚德等十九世紀音樂理論家極力主張摒除情感與幻想，音樂作品只是聲音移動之形態的結果。

《音樂美學》課程將探討上述各點以及音樂作品與聽眾之間的關係。

**452. 音樂心理**  
**(Psychology of Music)**

主 講 人：李超源博士, M.M., Ph.D. (S.I.U.)

講授語言：粵語（輔以英語）。

地 點：香港般含道六十七號聖保羅男書院音樂室。

時 間：一九七九年二月二十六日起 每星期一下午七時四十五分至九時。（共十二講）。

學 費：七十五元。

本課程旨在對學員提供樂音之基本知識，即發聲、傳導、與受聽之認識。研究範圍包括音响之物理與心理上之特徵，音律、樂器之音响學概念，與及音樂天份之問題。學員應具有基本之數學根底。

**453. 中級聲樂（二）**  
**(Vocal Singing: Intermediate Level)**

主 講 人：潘志清女士, L.T.S.C. (Hons.)

講授語言：粵語（輔以英語）。

地 點：香港般含道六十七號聖保羅男書院音樂室。

時 間：一九七九年二月二十三日 起 每星期五下午六時至七時三十分。（共十講）。

學 費：一百二十五元。

名 額：十二人。

講授範圍將包括基本音樂發聲法，樂曲介紹，歌曲處理，演唱風格及吐辭等，講授時將輔以唱片及錄音帶。

本課程適合音樂愛好者與音樂教師進修，為他們提供聲樂上的基本訓練，知識與技巧。曾選修中級聲樂（一）者可獲優先取錄機會。

截止報名日期為二月十五日。

454. 合唱指揮及兒童合唱之訓練  
(Choral Conducting and Voice Training)

主 講 人：莫錫珊女士, F.T.C.L., A.R.C.M.

講授語言：粵語。

地 點：香港般含道六十七號聖保羅男書院音樂室。

時 間：一九七九年二月二十三日起每星期五下午七時四十五分至九時十五分。(共八講)。

學 費：五十五元。

名 額：三十名。

講授內容包括：(一)基本指揮法。  
(二)合唱團之組織及聲部之分配。  
(三)合唱歌曲處理及童聲之訓練。

所選教材有齊唱、輪唱、混成曲(二部及三部之 *Quodlibet*)等。除通過示範及討論形式教授外，各學員均有機會個別練習。參加者應具有起碼讀譜能力。

### 預早報名之重要

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



456. 西方民間舞(二)  
(European National Dances: Part II)

主 講 人：鄧孟妮女士, Dip.R.B.S., A.I.Chor., A.I.S.T.D.

講授語言：粵語爲主（輔以英語）。

地 點：九龍佐敦道十號，耀榮閣一樓香港芭蕾舞學校。

時 間：一九七九年三月十二日起每星期一下午六時半至八時。  
（共二十講，計三十小時）。

學 費：二百二十五元。

名 額：二十人。

本課程是西方民間舞（一）的延續，特爲會選修第一期之學生而設，形式相仿，惟內容較爲深入，上課次數超過四份三及成績優異者，除可申請本部發給之聽講證書外並可參加英國皇家舞蹈教師學會（Imperial Society of Teachers of Dancing）每年在港主辦的專業文憑考試。

457. **Creative Dance.** Miss Winnie Ho Woon-yin, Cert.P.E. (Coventry), Dip.P.E. (Leeds). *Wednesdays, 6.00-8.00 p.m., starting March 7, 1979. Gymnasium, Grantham College of Education, Gascoigne Road, Kowloon. 20 meetings. Fee: \$245*

To equip teachers of dance with sufficient knowledge and technical skill to teach dance in schools and clubs, material will be presented in the form of creative problems, in graded progressions, for solution by individuals or groups. Practical guidance will be offered to teachers and students of dance on lesson presentation, organization of syllabus, and choreography.

The relation between music, movement and creative dance will be discussed first. Special attention will then be given to planning the lesson, describing in detail the progressive use of different themes and stimuli and stressing their value in developing a child's creative awareness and movement vocabulary. A detailed series of specimen lessons, designed to provide a framework for teachers to build up and adapt to the needs of their own classes, will be given. The selection of music and poetry to accompany or stimulate dancing will also be discussed.

*Enrolment is limited to 20 students. Preference will be given to those teaching dance in schools or clubs.*

# Oriental Languages

*Staff Tutors* : Owen H. H. Wong, Telephone 5-468161 Ext. 309  
John D. Young, Telephone 5-468161 Ext. 497

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

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

## MANDARIN

**458. Introductory Mandarin.** Tyrone S. C. Wang, B.A. (Yen-Ching), formerly Language Tutor, University of Hong Kong. *Tuesdays and Fridays, 6.15-7.30 p.m., starting March 9, 1979. Room 248, Knowles Building, University of Hong Kong. 40 meetings.* **Fee: \$275**

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* : Gardner Tewksbury, *Speak Chinese*, Revised Edition (Available at Hong Kong Book Centre, and Swindon Book Company).

**459. Intermediate Mandarin & Character Learning.** Tyrone S. C. Wang, B.A. (Yen-Ching), formerly Language Tutor, University of Hong Kong. *Tuesdays and Fridays, 7.40-8.40 p.m., starting March 20, 1979. Room 248, Knowles Building, University of Hong Kong. 30 meetings.* **Fee: \$275**

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.

*Enrolment limited to 12 persons.*

*Textbook* : Fred Fang-yu Wang, *Chinese Dialogues* (together with Character Text) (Available at Hong Kong Book Centre and Swindon Book Company).

## 普通話(國語) (Putonghua)

「大家來學普通話」課程，已有近千學員參加，據初步的調查與統計，香港人仕對普通話的學習，興趣日益濃厚，有進一步提倡的需要，故本部將陸續擴充普通話班，並由本部兼任導師重編各類教材，以適應目前香港的需要，使普通話的教學，更趨系統化，更易為各界人仕接受。

### 基本普通話(國語) (Basic Putonghua)

整個課程共四十五小時，為期半年。內容有國語注音符號(包括注音字母及中國現行標準拼音法)，國、粵語發音，語法和詞句的差異，國語會話和文章選讀等。

教材由本部免費供應。

#### 460. 基本普通話(國語) (Basic Putonghua)

主 講 人：黎萍女士。

講授語言：普通話。

地 點：香港大學校外課程部市區中心十八號室。  
(香港千諾道中一百一十一號永安大廈八樓)。

時 間：一九七九年三月五日起每星期一下午七時卅五分至十時。  
(共十九講，計四十六小時)。

學 費：一百七十五元。

名 額：限收二十七人。

#### 461. 基本普通話(國語) (Basic Putonghua)

主 講 人：支字濤先生。

講授語言：普通話。

地 點：香港大學校外課程部市區中心十八號室。  
(香港千諾道中一百一十一號永安大廈八樓)。

時 間：一九七九年三月一日起每星期四下午七時三十分至十時。  
(共十八講，計四十五小時)。

學 費：一百六十元。

**462. 基本普通話(國語)**  
**(Basic Putonghua)**

主 講 人：支宇濤先生。

講授語言：普通話。

地 點：九龍尖沙咀柯士甸道一百六十二號 聖瑪利書院三十三號課室。(入口處在金巴利道與柯士甸道交界處)。

時 間：一九七九年二月廿八日起每星期三下午六時半至九時。  
(共十八講，計四十五小時)。

學 費：一百六十元。

**463. 基本普通話(國語)**  
**(Basic Putonghua)**

主 講 人：錢武宗儒女士。

講授語言：普通話。

地 點：香港大學校本部一百四十二室。

時 間：一九七九年三月九日起每星期五下午六時十五分至八時四十五分。(共十八講，計四十五小時)。

學 費：一百六十元。

名 額：限收二十五人。

**464. 基本普通話(國語)(小組學習)**  
**(Basic Putonghua)**

主 講 人：張丹女士。

講授語言：普通話。

地 點：香港大學校外課程部市區中心二十四號室。  
(香港千諾道中一百一十一號永安大廈八樓)。

時 間：一九七九年三月七日起每星期三下午七時卅分至十時正。  
(共十八講，計四十五小時)。

學 費：二百元。

名 額：限收二十人。

**中級普通話(國語)**  
**(Intermediate Putonghua)**

整個課程共四十二小時，為期半年，內容有發音，聲調與語法的複習，特重高低聲調的調號，調值與類別，及四音節的變化，並輔以高深的會話與各類文章的選讀，以期學員於結業後，能充分運用標準而流利的普通話，每班限收二十五人，凡參加本部開辦之普通話課程，將獲優先取錄機會，又學員上課超過四份之三，而結業考試及格者，將獲本部頒發之中級普通話合格證明書。

教材由本部免費供應。

**465. 中級普通話(國語)**  
**(Intermediate Putonghua)**

主 講 人：黎萍女士。

地 點：香港大學校外課程部市區中心二十四號室。  
(香港干諾道中一百一十一號永安大廈八樓)。

時 間：一九七九年三月九日起每星期五下午七時四十分至十時。  
(共十八講，計四十二小時)。

學 費：一百八十五元。

名 額：限收二十人。

**466. 中級普通話(國語)**  
**(Intermediate Putonghua)**

主 講 人：張丹女士。

講授語言：普通話。

地 點：香港大學鈕魯詩樓二百三十一室。

時 間：一九七九年三月二十日起每星期二下午六時二十分至八時四十分。(共十八講，計四十二小時)。

學 費：一百五十元(包括考試費十元)。

名 額：限收二十五人。

## 高級普通話 (Advanced Putonghua)

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

### 467. 高級普通話 (Advanced Putonghua)

主 講 人：張丹女士。

講授語言：普通話。

地 點：香港大學鈕魯詩樓二百三十一號室。

時 間：一九七九年三月二十三日起每星期五下午六時二十分至八時四十五分。（共十八講）。

學 費：一百五十元（包括考試費十元）。

名 額：限收二十二人。

### 普通話深造班 (Advanced Putonghua II: Phonology & Teaching Methodology)

必在高級普通話班結業考試合格的基礎上始能就讀該班，講授音韻學基礎知識，普通話教學方法，高深會話。學員有機會學習課堂講授技巧及進行錄音練習。學員結業考試及格，可獲深造普通話合格證明書。

### 468. 普通話深造班 (Advanced Putonghua II: Phonology & Teaching Methodology)

主 講 人：張丹女士。

講授語言：普通話。

地 點：香港大學鈕魯詩樓二百二十八號室。

時 間：一九七九年三月十九日起每星期一下午六時半至八時半。  
（共十五講，計三十小時）。

學 費：一百七十五元（包括考試費十元）。

名 額：限收十八人。

469. 普通話研討班  
(Putonghua Seminar)

主 講 人：張丹女士及姚德懷先生。

講授語言：普通話。

時 間：一九七九年三月十五日起 每星期四下午六時十五分至八時十五分。(共十五講)。

地 點：香港大學鈕魯斯樓二百三十室。

學 費：一百六十五元。

名 額：限收十五人。

課程的重點在於普通話的語音與教學法，為修畢普通話深造班的學員提供一項更深入的課程，研討與講授並重，俾學員能對普通話有一更整體與深入的認識。

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

470. **Cantonese I.** C. Y. Ma, B.A. (Sun Yat-sen), formerly Language Tutor, University of Hong Kong. *Mondays and Thursdays, 2.00-3.30 p.m., starting February 26, 1979. Room 15, Extra-Mural Town Centre, Wing On Centre, 8th floor, III Connaught Road Central, Hong Kong. 33 meetings.*  
**Fee: \$275**

471. **Cantonese I.** C. S. Hung, B.A. (Chinan), Language Instructor, University of Hong Kong. *Mondays and Thursdays, 6.15-7.30 p.m., starting March 8, 1979. Room 231, Knowles Building, University of Hong Kong. 40 meetings.*  
**Fee: \$275**

472. **Cantonese I for Executives.** L. T. Tan, B.A. (Nat. Chi-nan), Language Instructor, University of Hong Kong. *Tuesdays and Fridays 6.00-7.15 p.m., starting March 9, 1979. Room 24, Extra-Mural Town Centre, 8th floor, Wing On Centre, III Connaught Road Central, Hong Kong. 40 meetings.*  
**Fee: \$385**

*For small group instruction, enrolment is limited to 16.*

**473. Cantonese I.** K. K. Chan, B.A. (C.U.H.K.), formerly Language Tutor, Yale-in-China Chinese Language Centre. *Mondays and Thursdays, 6.10-7.25 p.m., starting March 8, 1979. Room 33, 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: \$275**

*Enrolment is limited to 20.*

## *Cantonese II*

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

*Enrolment is limited to 15.*

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

**474. Cantonese II for Executives.** L. T. Tan, B.A. (Nat. Chi-nan), Language Instructor, University of Hong Kong. *Wednesdays, 5.50-7.20 p.m., starting March 14, 1979. Room 24, Extra-Mural Town Centre, Wing On Centre, 8th floor, III Connaught Road Central, Hong Kong.* 20 meetings. **Fee: \$370**

*For small group instruction, enrolment is limited to 8.*

**475. Cantonese II.** K. K. Chan, B.A. (C.U.H.K.), formerly Language Tutor, Yale-in-China Chinese Language Centre. *Tuesdays, 7.30-9.00 p.m., starting March 13, 1979. Room 24, St. Mary's Canossian College, 162 Austin Road, Kowloon (Entrance at the junction of Kimberley Road and Austin Avenue, parking space available).* 20 meetings. **Fee: \$265**

**476. Cantonese II.** C. Y. Ma, B.A. (Sun Yat-sen), formerly Language Tutor, University of Hong Kong. *Tuesdays and Fridays, 2.20-3.20 p.m., starting March 9, 1979. Room 15, Extra-Mural Town Centre, Wing On Centre, 8th floor, III Connaught Road Central, Hong Kong.* 30 meetings. **Fee: \$265**

**477. Cantonese II.** C. S. Hung, B.A. (Chinan), Language Instructor University of Hong Kong. *Mondays and Thursdays, 7.40-8.40 p.m., starting March 8, 1979. Room 231, Knowles Building, University of Hong Kong* 30 meetings. **Fee: \$26.**

*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.

*Enrolment is limited to 12.*

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

**478. Cantonese III.** C. S. Hung, B.A. (Chinan), Language Instructor, University of Hong Kong. *Wednesdays, 6.15-7.30 p.m., starting March 14, 1979. Room 228, Knowles Building, University of Hong Kong. 20 meetings.* **Fee: \$260**

### *Chinese Characters*

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

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

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

**479. Chinese Characters I.** Francis Sham, B.A. (Sun Yat-sen), *Wednesdays, 6.15-7.30 p.m., starting March 14, 1979. Room 248, Knowles Building, University of Hong Kong. 20 meetings.* **Fee: \$225**

*Enrolment is limited to 12.*

**480. Chinese Characters I.** C. Y. Ma, B.A. (Sun Yat-sen), Language Tutor, University of Hong Kong. *Wednesdays, 2.00-3.30 p.m., starting March 7, 1979. Room 15, Extra-Mural Town Centre, Wing On Centre, 8th floor, 111 Connaught Road Central, Hong Kong. 17 meetings.* **Fee: \$225**

*Enrolment is limited to 12.*

**481. Chinese Characters II.** Francis Sham, B.A. (Sun Yat-sen). *Wednesdays, 7.40-8.40 p.m., starting March 14, 1979. Room 248, Knowles Building, University of Hong Kong. 20 meetings.* **Fee: \$265**

*Enrolment is limited to 8.*

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

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

# JAPANESE

## 日語文憑班 (Certificate Course in Japanese)

**宗旨：**本課程的開設是全完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。初級班著重日語的發音，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。中級班著重實用日語會話，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。高級班著重較高程度之語言運用，文字寫作及閱讀，較艱深文句之分析，以期學員能充份操縱此種語文。

**主講人：**初級班及中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。高級班由精通中國語文之在職大學日語講師主持，故在學習過程中，學員均不會在聽講時有語言上之困難。

**入學及考試：**本部只收初級班學生，此等學生將按階段升上中級班及高級班。高級班結業考試合格後，本部將頒發日語文憑。此項文憑之頒發，又需符合下列兩種條件：（一）學員在高級班上課次數超過四份之三；（二）並在學習過程中，充份完成所有習作。

## 482. 初級日語 (Introductory Japanese)

**主講人：**林小麗學士。

**講授語言：**粵語。

**地點：**香港大學鈕魯詩樓二百四十八號室。

**時間：**一九七九年三月八日起星期四下午六時十五分至八時四十五分。（共二十講，計五十小時）。

**學費：**一百六十元。  
（此課程將於一九七九年秋季重辦）。

483. 初級日語  
(Introductory Japanese)

主 講 人：陸保羅學士。

講授語言：粵語。

地 點：香港大學鈕魯詩樓四百一十八號室。

時 間：一九七九年三月十二日起星期一下午六時三十分至九時。  
(共二十講，計五十小時)。

學 費：一百六十元。  
(此課程將於一九七九年秋季重辦)。

484. 初級日語  
(Introductory Japanese)

主 講 人：黃健雄碩士。

講授語言：粵語。

地 點：香港大學校外課程部市區中心十五號室。  
(香港千諾道中一百一十一號永安大廈八樓)。

時 間：一九七九年三月七日起每星期一及星期三下午八時至九時  
半。(共三十三講)。

學 費：一百六十元。  
(此課程將於一九七九年秋季重辦)。

485. 初級日語  
(Introductory Japanese)

主 講 人：源璧琪學士。

講授語言：粵語。

地 點：香港大學校外課程部市區中心十八號室。  
(香港千諾道中一百一十一號永安大廈八樓)。

時 間：一九七九年二月廿七日起每星期二及星期五下午七時五十  
分至九時二十分。(共三十三講)。

學 費：一百六十元。  
(此課程將於一九七九年秋季重辦)。

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

主講人：劉鑑義碩士。

講授語言：粵語。

地點：九龍柯士甸道一百六十二號，聖瑪利嘉諾撒女書院，三十三號課室。（入口處在金巴利道與柯士甸路交界處）。

時間：一九七九年三月九日起每星期二及星期五下午六時十五分至七時半。（共四十講）。

學費：一百六十元。  
（此課程將於一九七九年秋季重辦）。

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

主講人：譚林通學士（香港大學語言導師）。

講授語言：粵語。

地點：九龍柯士甸道一百六十二號，聖瑪利嘉諾撒女書院，三十三號課室。（入口處在金巴利道與柯士甸路交界處）。

時間：一九七九年三月五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）。

學費：一百六十元。  
（此課程將於一九七九年秋季重辦）。

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

主講人：伍錦源碩士。

講授語言：粵語。

地點：香港鰂魚涌太古城聖約翰男女書院二百零六號室。

時間：一九七九年三月五日起每星期一及星期四下午七時半至九時。（共三十三講）。

學費：一百六十元。  
（此課程將於一九七九年秋季重辦）。

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

主 講 人：陳效贊學士（香港大學語言中心兼任導師）。

講授語言：粵語及國語。

地 點：香港大學校外課程部市區中心十八號室。  
（香港干諾道中一百一十一號永安大廈八樓）。

時 間：一九七九年三月九日起每星期二及星期五上午十時半至十二時。（共三十三講）。

學 費：一百六十元。  
（此課程將於一九七九年秋季重辦）。

**490. 初級日語（小組學習）**  
**(Introductory Japanese)**

主 講 人：源璧琪學士。

講授語言：粵語。

地 點：香港大學校外課程部市區中心二十四號室。  
（香港干諾道中一百一十一號永安大廈八樓）。

時 間：一九七九年三月八日起每星期四下午六時十五分至八時四十五分。（共二十講，計五十小時）。

學 費：二百一十五元。

名 額：二十名。  
（此課程將於一九七九年秋季重辦）。

初級日語班課本：日本語（國際學友會日本語學校編）  
（可到香港圖書中心，南天書局及金巴利道智源書局等地購買）

**491. 中級日語**  
**(Intermediate Japanese)**

主 講 人：劉鑑義碩士。

講授語言：粵語及日語。

地 點：九龍柯士甸道一百六十二號，聖瑪利嘉諾撒女書院，三十三號課室。（入口處在金巴利道與柯士甸路交界處）。

時 間：一九七九年三月九日起每星期二及星期五下午七時四十五分至九時。（共四十講）。

學 費：一百七十五元。  
（此課程將於一九七九年秋季重辦）。

492. 中級日語  
(Intermediate Japanese)

主 講 人：黃健雄碩士。

講授語言：粵語。

地 點：香港大學校本部一百四十一室。

時 間：一九七九年三月九日起每星期五下午六時十五分至八時四十五分。（共二十講）。

學 費：一百七十五元。  
（此課程將於一九七九年秋季重辦）。

493. 中級日語  
(Intermediate Japanese)

主 講 人：陳志誠碩士（香港理工學院講師）。

講授語言：日語及粵語。

地 點：香港大學鈕魯詩樓二百四十八號室。

時 間：一九七九年三月十二日起每星期一下午六時十五分至八時四十五分。（共二十講）。

學 費：一百七十五元。  
（此課程將於一九七九年秋季重辦）。

494. 高級日語  
(Advanced Japanese)

主 講 人：伊達政之（前香港中文大學新亞書院日文講師，香港第一日文專科學校校長）。

講授語言：日語及國語。

地 點：香港大學鈕魯詩樓四百一十八號室。

時 間：一九七九年三月九日起每星期二及星期五下午六時十五分至七時三十分。（共四十講）。

學 費：一百七十五元。

課 本：伊達政之編著：最新實用日語讀本（香港第一日文專科學校發行）。

（此課程將於一九七九年秋季重辦）。

495. 高級日語  
(Advanced Japanese)

主 講 人：伊達政之。

講授語言：日語及國語。

地 點：香港大學鈕魯詩樓四百一十八號室。

時 間：一九七九年三月九日起每星期二及星期五 下午七時四十分  
至八時五十五分。（共四十講）。

學 費：一百七十五元。

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

（此課程將於一九七九年秋季重辦）。

# Chinese Studies

Staff Tutors: Owen H. H. Wong, Telephone 5-468161 Ext. 309  
John D. Young, Telephone 5-468161 Ext. 497

## LITERATURE

### 496. 論語選講 (三) (The Analects)

主 講 人：蘇文耀先生（香港中文大學聯合書院高級講師）。

講授語言：粵語。

地 點：香港大會堂九樓演奏廳。

時 間：一九七九年二月二十三日起每星期五下午八時至九時。  
（共十六講）。

學 費：六十元。

論語為孔門言行實錄，自古尊為不刊鴻教。蓋自個人治學修身，推而及於教育政理，皆有其廣大精微之啓示。本課程將分期分類選講，訓詁、義理、史例，三者並重，尤注意於生活實踐之啓發。第一期側重於孔門教與學及有關孝弟忠信諸德，本期將選講孔子生平行實與門弟子的學習方法，作言之互證。

凡未選修第一二輯者亦可報名，秋季「論語選講」（三）暫停一次，特於本季補上。

### 497. 詩聯欣賞與作法 (二) (Appreciation and Composition of Chinese Verse and Couplets)

主 講 人：陳本先生。

講授語言：粵語。

地 點：香港大會堂九樓演奏廳。

時 間：一九七九年二月二十三日起每星期五下午七時至八時。  
（共十六講）。

學 費：六十五元。

本課程共十六講，內分兩部門：（甲）對聯——聯語為我國民間通俗文學，亦為辭章學入門初步。選講歷代名聯，以資欣賞，並詳述各體聯語作法。以資隅反，並加習作，以臻實用之效。（乙）詩歌——詩為抒寫性靈之具，可以涵養心志，啓發人之善心。選講唐宋詩家之名作，擇其文成法立，言情寫景，易知易仿者，詳為解釋，並注重鍊字、造句、屬對押韻等，舉例為證，俾易得徑知門，藉增學者興趣。

凡未選修本課程第一輯者，亦可報名。



498. 唐詩通論（四）  
(T'ang Poetry)

主 講 人：潘小磐先生。

講授語言：粵語。

地 點：香港大學校外課程部市區中心十八號室。  
（香港干諾道中一百一十一號永安大廈八樓）。

時 間：一九七九年二月二十六日起每星期一下午六時至七時三十分。（共十四講）。

學 費：八十五元。

晚唐詩壇，玉溪（李商隱）、樊川（杜牧），亦號李杜，振采揚葩，足稱後勁。近賢言詩，輒喜從玉溪入手，而上溯浣花（杜甫），其受重視可見。況又有溫飛卿，許丁卯，趙倚樓，司空表聖，鄭谷，羅隱，韋莊等為之羽翼，論其陣容，又豈亞於盛唐，中唐乎！

其未選聽前三講者，亦歡迎報名。

499. 中國民族英雄及愛國詩詞  
(Chinese National Heroes and their Poems)

主 講 人：宋韶光碩士。

講授語言：粵語。

地 點：香港大學校外課程部市區中心十五號室。  
（香港諾干道中一百一十一號永安大廈八樓）。

時 間：一九七九年三月六日起每星期二下午六時至七時半。  
（共十講）。

學 費：六十五元。

「疾風知勁草，國亂識忠臣」，中國傳統觀念裏的忠孝節義，在先烈臨難毋苟免的浩氣下具體地表現出來，故此文天祥，史可法等，雖然沒有輝煌的戰功，却成為最受尊崇的民族英雄，完全是因為他們的風骨正足以代表中國的國魂。

所以若要認識及瞭解中國的民族性與中華民族的偉大，最佳莫如從民族英雄的事蹟，與及和他們有關的愛國詩詞去着手探討。但一般人却往往把他們的事蹟當作小說傳奇來看待，把他們大義凜然的詩詞當作純文學來賞玩，研究不得要領，因而泛無所得。本課程所包括的民族英雄有荆軻、李廣、蘇武、班超、祖逖、謝安、張巡、顏果卿、岳飛、文天祥、戚繼光、袁崇煥、史可法、張煌言、鄭成功、林則徐、石達開及秋瑾等。

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

主 講 人：袁效良先生（香港電台教育文化節目主講人）。

講授語言：粵語。

地 點：香港大會堂八樓南會議室。

時 間：一九七九年二月二十六日起每星期一下午八時至九時。  
（共十二講）。

學 費：四十五元。

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

## PHILOSOPHY

501. 佛家大乘各宗要義（二）  
(Buddhist Philosophy)

主 講 人：羅時憲先生。

講授語言：粵語。

地 點：香港德輔道中中央市場大廈頂樓十一號室。

時 間：一九七九年二月二十二日起每星期四下午七時至八時三十分。（共十二講）。

學 費：六十五元。

佛家哲學課程已開辦多年，今期再以另一形式分宗講述現時流行於中國的大乘佛學。包括：（一）印度龍猛系統的空宗；（二）印度世親系統的有宗；（三）中國人所創立的天台宗及華嚴宗；（四）教外別傳的禪宗；（五）著重實修的淨土宗及密宗；（六）上述各宗現時發展的趨勢。

凡未選修課程第一輯者，亦可參加。

502. 中國哲學  
(Chinese Philosophy)

主 講 人：鄭炯堅碩士。

講授語言：粵語。

地 點：香港大會堂八樓南會議室。

時 間：一九七九年二月二十六日起每星期一下午七時至八時。  
(共十二講)。

學 費：四十五元。

中國哲學：精深博大，對社會人生之實效價值，早已引起全球學者所重視。此課程不但適合哲理思想及義理文學之愛好者，且對一般人之生活修養及智慧啓發有助。講解深入淺出，寓高深於趣味，初學可懂。選講範圍：

- (一) 周易，孔孟荀，老莊，墨子，列子，惠施，公孫龍子，韓非子，呂不韋。
- (二) 董仲舒，王充，劉劭，劉勰，韓愈，柳宗元。
- (三) 周張劭，二程，朱熹，陸九淵，王陽明。
- (四) 王船山，顏習齋，戴震，章實齋。
- (五) 康有爲，梁啓超，陳獨秀，李大釗，魯迅，胡適。
- (六) 專題：先秦邏輯批判，中哲天命觀，批孔與儒法之爭，雜家與西方折衷主義，先秦諸子比較，玄學，道教，佛學，陰陽五行，中國無神論，中國各期各派思想與中外文化交流。

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

主 講 人：鄭炯堅碩士。

講授語言：粵語。

地 點：香港大學校外課程部市區中心十五號室。  
(香港干諾道中一百一十一號永安大廈八樓)。

時 間：一九七九年二月二十一日起每星期三下午六時十五分至七時四十五分。(共十講，計十五小時)。

學 費：五十五元。

哲學一向被譽為「羣學之首」，「全體大用之學」，「科學之科學」本課程通過哲學，幫助學員探索宇宙觀，人生觀及其他學術問題（如社政、神學、文學、美術、音樂等）並提供哲理基礎，使所研究之學術更富於深度和價值。並選若干要點作中西比較。

講述上避免一般人視哲學為畏途之枯燥艱澀，而務求深入淺出，人人可學。學理，實用，趣味兼顧。選講範圍：

- (一) 哲學之意義價值，神話藝術之哲理，中西美學。
- (二) 中西哲學特質比較，中西哲人論「人」。
- (三) 泰利士（首位哲人）到蘇格拉底，柏拉圖，亞里士多德，
- (四) 中古及近代哲人康德，謝林，菲希特，黑格爾。
- (五) 叔本華，尼采，存在主義。
- (六) 理性，經驗，唯物，唯心，實證，功利，進化，實用主義等。
- (七) 中國學人（如王國維，嚴復，蔡元培，胡適，陳獨秀，李大釗等）與西方哲學，及中西文化交流。

## ART & CULTURE

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

### 504. 陶藝雜談 (二) (Chinese Ceramics)

主 講 人：何秉聰先生。

講授語言：粵語。

地 點：香港大學校外課程部市區中心十五號室。  
(香港干諾道中一百一十一號永安大廈八樓)。

時 間：一九七九年二月二十三日起每星期五下午五時四十五分至六時四十五分。(共十二講)。

學 費：五十元。

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

### 505. 應用書法 (Practical Chinese Calligraphy)

主 講 人：徐達之先生。

講授語言：粵語。

地 點：香港大學馮平山博物館三樓。

時 間：一九七九年三月三日起每星期六下午四時十五分至五時四十五分。(共十二講)。

學 費：八十五元。

名 額：二十名。

本課程為適應對中國書法稍有楷書基礎而有意於進一步研習書法製術與應用者而設。特以隸書為研習中心，以楷書、行草書、為輔助研習對象。內容包括：(一)隸書與八分書在書法上的地位；(二)隸書的筆法及其演變；(三)隸書產生時的應用範圍；(四)隸書與楷書的應用；(五)隸書與章草；(六)行書的應用；(七)草書的應用；(八)即席示範，批改習作等。

**506. 水墨寫意畫**  
**(Chinese Ink Painting)**

主 講 人：徐達之先生。

講授語言：粵語（輔以國語）。

地 點：香港大學馮平山博物館三樓。

時 間：一九七九年三月三日起每星期六下午二時半至四時。  
（共十二講）。

學 費：八十五元。

名 額：二十名。

本課程為有志研習中國水墨寫意畫技法與寫作者而設。旨在提高對中國毛筆與水墨在寫意畫上所發生的特殊效果。聞發畫家所謂：「用筆難，用墨尤難，用墨不難用水更難」的成語。內容包括：（一）水墨寫意花鳥畫；（二）水墨寫意虫魚畫；（三）水墨寫意山水畫；（四）水墨寫意人物畫；（五）水墨寫意走獸畫；（六）水墨寫意畫的理論與實踐；（七）即席示範，批改習作等。

**507. 梅蘭竹菊水墨畫**  
**(Plumflowers, Orchids, Bamboo and Chrysanthemums in Chinese Painting)**

主 講 人：徐達之先生。

授講語言：粵語（輔以國語）。

地 點：香港鰂魚涌太古城聖約翰男女書院二零六號室。

時 間：一九七九年三月六日起每星期二下午七時三十分至九時。  
（共十二講）。

學 費：八十五元。

名 額：二十人。

本課程為適應對梅蘭竹菊水墨畫稍有基礎而有意於提高寫作技法與構圖設計者而設。內容包括：（一）梅蘭竹菊水墨畫的季節性；（二）梅蘭竹菊的氣候性；（三）梅蘭竹菊的聯合構圖；（四）梅蘭竹菊用筆的個別性；（五）水墨乾濕濃淡的適應性，（六）崖石雜草地坡荆棘的配合；（七）即席示範，批改習作等。

## 508. 中國水山畫(二) (Chinese Landscape Painting)

主 講 人：李撫虹先生：

講授語言：粵語。

地 點：香港大學馮平山博物館三樓。

時 間：一九七九年三月四日起每星期日下午二時卅分至四時。  
(共十二講)。

學 費：八十五元。

名 額：二十名。

山水畫在中國歷史上佔着重要的位置，因其筆墨線條之運用，多樣變化，對於其他繪畫寫作影響甚鉅。

本課程講授理論技法兼重，務使學者於山水畫之淵源及其流變，有基本的認識外，在畫法上更作分析與綜合的闡釋。對那：鈎勒，沒骨，皴擦，點苔，水墨處理，渲染，傳彩，和生熟紙絹扇面的使用，與及款識題詠諸端，予以探討；俾能在畫面上的樹木、山石、泉、瀑、雲、烟、風、雨、雪、晴、斜陽、夜月、四時氣候、蜂巒、湖海、深淺遠近的變化、人、畜、屋宇、橋樑、舟車的點綴；瞭然於胸，盡量表現。

倘能循序習作，不難啓發學者的興趣，進一步並足以資教學者獲致經驗的幫助。

凡未選修課程第一輯者，亦可參加。

## 509. 篆刻藝術 (The Art of Seal Engraving)

主 講 人：陳秉昌先生。

陳正誠先生。

講授語言：粵語。

地 點：香港大學馮平山博物館三樓。

時 間：一九七九年三月四日起每星期日下午四時十五分至五時四十五分。(共十四講)。

學 費：九十元。

名 額：二十五名。

篆刻是我國特有的一種藝術，乃由文字，美術及雕刻三者結合而成，至今數千年來仍有欣賞及流傳之價值。本課程共分十四講，對理論、技術、石之種類等，分別詳為講解，作一整體之介紹，並作示範及放映幻燈片，以增加學者之認識與興趣，使在短期內能自作篆刻。

## LOCAL STUDIES

**510. Understanding Chinese Customs and Traditions.** Mrs. Nana Tsao, M.A., Dip.Ed. (HK). *Wednesdays, 3.00-4.30 p.m., starting February 14, 1979. Room 18, Extra-Mural Town Centre, Wing On Centre, 8th floor, 111 Connaught Road Central, Hong Kong. 10 meetings. Fee: \$65*

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

**511. Hong Kong as a Cross-Cultural Society.** John D. Young, M.A., Ph.D. (California) and others. *Fridays, 6.10-7.40 p.m., starting February 23, 1979. Room 18, Extra-Mural Town Centre, Wing On Centre, 8th floor, 111 Connaught Road Central, Hong Kong. 11 meetings. Fee: \$75*

One of the most popular clichés used to describe Hong Kong is that she is 'neither Chinese nor Western'. The more interesting question to ask, however, is to what extent Hong Kong's success is due to her ability to syncretize different elements of Chinese and Western cultures. Or is it perhaps Hong Kong is a success story simply because she is a totally Westernized society? To provide answers to, or just insights into, these questions, a group of experts from various disciplines will examine different aspects of the Colony's activities. Their task is not so much to say which segments of Hong Kong are Chinese or Western, but to view Hong Kong as a cross-cultural society, to look at outside influences and to analyse indigenous developments. Their conclusions and findings might be contrary to what we see around us, but the ultimate aim is to stimulate thought rather than to prescribe any set views. Topics to be discussed include:

*Historical Perspectives of East and West in Hong Kong.*

K. C. Fok, Department of History, University of Hong Kong.

*Unionism in Hong Kong: Chinese Politics, Western Form.*

E. J. Cooper, Department of Sociology, University of Hong Kong.

*Basic Attitudes: How far is Hong Kong Westernized?*

M. Ng, formerly Centre of Asian Studies.

*Culture-Shocked Marriages in Hong Kong.*

M. M. McCoy, Department of Psychology, University of Hong Kong.

*The Modernity of the Chinese Tradition.*

J. D. Young, Extra-Mural Studies, University of Hong Kong.

*Evidence of Cross-Cultural Interaction in Shekwan Pottery.*

R. Scollard, Centre of Asian Studies.



*Cross-cultural Man: From Conflict to Understanding.*

T. L. Tsim, Assistant Secretary, Information, Chinese University of Hong Kong.

*Contrasts in Managerial Style.*

G. Redding, Extra-Mural Studies, University of Hong Kong.

*Training Aspects of Personnel Management in Hong Kong.*

R. Chan, Personnel Manager.

*Some Aspects of Medicine in Hong Kong.*

M. Topley, Honorary Research Fellow, Centre of Asian Studies.

512. 前代的香港：掌故與社會  
(Profile of Old Hong Kong)

主 講 人：劉翰星碩士。

講授語言：粵語。

地 點：香港大會堂八樓南會議室。

時 間：一九七九年三月一日起每星期四下午七時至九時。  
(共八講，計十六小時)。

學 費：六十元。

名 額：四十名。

香港的歷史，始自二千餘年以前，遺下的古蹟文物，多彩多姿，而香港亦為東西文化的交匯點。今特從掌故與社會兩方面講授香港早期之面貌，另外安排一項文物旅行考察，以增加學員對各專題講授之興趣，講授內容將包括：

港九各地的主要歷史遺蹟（如宋鄧旭墓、青山杯渡巖、屏山聚星塔、慈雲山古道、沙田曾氏山廈圍、飛鵝嶺白桂林等等）；

佛教與香港的寺廟； 典押業的由來與早期的民生；

基督教會與教堂的建築； 宗親會同鄉會的組織；

香港早期的名人與社會組織； 保良局與東華三院的創建；

街道的掌故與屋宇的特色； 西醫書院與早期的醫療衛生。

*See also:*

356. **History and Appreciation of Chinese Flower and Bird Painting.**  
(Page 13)

435. **The History of Modern China: a Thematic Approach.** (Page 51)

436. 中國歷代治亂因果及政制得失（六）：（民國時期）（第 52 頁）

523. **China, Indo China, and ASEAN.** (Page 93)

524. **Mao Tse-tung's Thoughts in East-West Perspective.** (Page 93)

525. 中國共產主義運動（一九四九年以後）（第 94 頁）

545. **Social Policy and Social Services in China To-day.** (Page 104)

# Philosophy & Psychology

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

**513. The Nature of Man.** John P. Pettingell, B.D. (London), F.C.A. *Mondays, 7.45-9.15 p.m., starting February 19, 1979. Room 21, Extra-Mural Town Centre, Wing On Centre, 8th floor, III Connaught Road Central, Hong Kong. 10 meetings.* **Fee: \$70**

What is Man? Is he just an animal who talks or has he a unique soul? What is his significance in the Universe? How can he find his true fulfillment? These are some of the questions that will be considered. Topics to be covered include: Man, is he just a naked ape? Materialism & Hedonism, are they satisfactory as a basis for life? Humanism & Marxism, are they parasitic? Natural Science, can it give us all the answers? Free Will, does it genuinely exist? Right and Wrong, is such a concept meaningful? Religious Experience, has it any validity?

**514. The Self and the Family in Chinese & Western Societies.** Miss Margaret Ng, M.A. (H.K.), Ph.D. (Boston). *Wednesdays, 6.00-7.30 p.m., starting February 21, 1979. Room 22, Extra-Mural Town Centre, Wing On Centre, 8th floor, III Connaught Road Central, Hong Kong. 10 meetings.* **Fee: \$70**

A comparative study of the roles the family plays in the process of growing up and attaining selfhood. Novels, autobiographies, biographical sketches by Chinese and European writers will be used as material for this course. No ability to read Chinese is required.

### 515. 言語與人生淺說 (Semantics & the Art of Thinking)

主 講 人：黃展驥先生。

講授語言：粵語。

地 點：香港中環中央市場頂樓十號室。

時 間：一九七九年二月十五日起每星期四下午六時至七時卅分。  
(共十二講)。

學 費：七十五元。

語言是表達我們思想情感的工具。它與我們做人處世、交友、求學、任職、思考、推理……都是息息相關。

本課程並不是研究「語言學」。所以，並非是研究英語、日語等語言本身，也不是研究和比較不同語言之間的關係。

課程主旨在淺談「語言與我們思考的關係」、「語言與外在事物的關係」、「語言與人生的關係」。內容包括下列各分題：

語言與生存	人與人的了解的一些障礙
人類是否語言的囚犯	「理智語言」和「情感語言」
二元價值觀點	促進社會團結的語言
控制社會的語言	

適合一般高中至大專程度人士參加。

### 516. 趣味邏輯淺解 (Introductory Logic)

主 講 人：黃展驥先生。

講授語言：粵語。

地 點：香港中環中央市場頂樓 10 室。

時 間：一九七九年二月十五日起每星期四下午七時四十五分至九時十五分。(共十二講)。

學 費：七十五元。

本課程以初學者為對象，從趣味的謎題入手，介紹現代邏輯的基本知識及技術，培養學員縝密嚴謹的思考習慣，以便於解決日常及一般性的思想問題。學員毋需先修傳統邏輯或數學；適合一般高中及大專程度學員。內容包括：

趣味的謎題	漢語中的邏輯連詞
以邏輯符號代替文字	「真」、「假」與「對」、「錯」
真值表的方法	演繹方法
打孔卡方法	范恩圖解方法

## 517. 宗教哲學導論 (Introduction to the Philosophy of Religion)

主 講 人：史文鴻先生。

講授語言：粵語。

地 點：香港大學校外課程部市區中心二十一號室。  
(香港干諾道中一百一十一號永安大廈八樓)。

時 間：一九七九年二月二十三日起每星期五下午七時四十五分至九時十五分。(共十二講)。

學 費：七十五元。

人類往往因為感應到生命裏的痛苦、死亡、罪咎、空虛等問題而反省人生意義，尋求宗教。本課程旨在了解宗教與人生的密切關係，透過發掘各種原始宗教的特色和意義去澄清傳統理論對圖騰 (TOTEMISM)、巫術、肥沃文化宗教 (FERTILITY CULT) 等的誤解，並闡釋自原始宗教到系統宗教的發展過程。

課程內容持別着重和提供近代分析工具，檢討宗教的出現，演變和(特別是基督教)分裂分化。整體的探討將有助於明瞭宗教在人類文明的地位，它在社會制度中擔當的角色，及對我們的思想 and 人生觀的影響。

## 518. 歐洲哲學史：希臘至近代 (History of European Philosophy)

主 講 人：譚家哲先生。

講授語言：粵語。

地 點：香港德輔道中中央市場大廈頂樓十號室。

時 間：一九七九年二月十三日起每星期二下午六時至八時。  
(共十六講)。

學 費：一百三十元。

本課程旨在透過對歐洲哲學史之討論，使學員能得以對哲學之發展有一全面的掌握，並可從哲學史中各哲學體系對哲學問題之承接及形變上，重新得以對哲學的基本問題及方法有一正確的理解及認識。此課程除了從哲學體系的歷史性着手外，並採納近代之「文獻結構分析」(TEXTUAL ANALYSIS) 來揭示及離散 (DISSEMINATE) 哲學體系所隱蔽了的形上學壓制式的結構。本課程除了著重哲學內部之問題及方法外，更關注及各哲學體系對其當代文化之影響，內容如下：

(一) 希臘哲學：如柏拉圖、亞里士多德等。

(二) 中古時期：如奧古斯丁、多瑪斯等。

(三) 理性主義及經驗主義：如笛卡兒、斯賓諾沙、萊布尼茲、貝克萊及休謨等。

(四) 德國唯心主義：如康德、黑格爾等。

(五) 近代哲學：如現象學、存在主義、記號學、結構主義等。

(六) 近代反哲學：馬克思理論、心理分析、尼采、海德格、DER-RIDA、FOUCAULT 及 DELEUZE。

## 519. 心理學基本原理 (Basic Principles in Psychology)

主 講 人：雷偉彬先生。

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二十一號室。  
（香港干諾道中一百一十一號永安大廈八樓）。

時 間：一九七九年二月十三日起 每星期二下午七時四十五分至九時四十五分。（共十講）。

學 費：八十元。

在過去數十年來，心理學的研究和理論並一般人對它的興趣都不斷的增加，爲着叫學員對這學科有握要的認識，本課程將對數個基要課題作深入淺出的介紹；並運用小組討論，務求學員從參與中有更透徹的了解。課程內容包括：

- （一）心理學的基本概念，學派及其研究方法。
- （二）心理的發展，智能之性質、理論及其測量方法。
- （四）性格成長，人類動機，及心理健康。
- （四）社會行爲及小組動力。

## 520. 社會心理學入門 (Social Psychology: an Introduction)

主 講 人：鍾郁君博士：

講授語言：粵語（輔以英語）。

地 點：香港大學校外課程部市區中心十六號室。  
（香港干諾道中一百一十一號永安大廈八樓）。

時 間：一九七九年二月十九日起每星期一下午六時至七時三十分。（共十講）。

學 費：六十五元。

人類是羣體的，不論是作息，都經常與別人接觸，即使是獨處，也不免受到他人的影响。社會心理學家對人類這獨特的羣體性加以研究，試圖了解及解釋人的行爲、態度、動機和看法是怎樣爲他週圍的人所影响。

課程內容旨在介紹社會心理學中幾個重點，例如我們的態度是怎樣形成，怎樣轉變和怎樣影响我們的一舉一動；我們對人對事的看法是怎樣受到日常生活中的某些因素，如人生經驗，個人動機和需要所牽動；此外更希望增進學員對自己的了解，認識我們目前之行爲以及價值觀是如何「學習」得來，我們爲何會愛護一些人，但覺得別一些人討厭等常見的問題。

**521. 心理學與人際關係  
(The Psychology of Human Interaction)**

主 講 人：李源淑小姐。

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二十一號室。  
（香港干諾道中一百一十一號永安大廈八樓）。

時 間：一九七九年二月十六日起星期五下午六時至七時三十分。  
（共十講）。

學 費：六十五元。

現今人類的文明與科技雖然解決了不少物質問題，但在人際關係上倒看不出有任何進步。

本課程將從心理學的角度去深切了解人際關係，內容包括分析溝通人際關係的重要橋樑，研究人性的心理需求及其對人際關係的重要性。主講人將會給予學員充份的實習機會。

參加此課程之人仕不需具備對心理學的認識。

**522. 精神健康簡介  
(Introduction to Mental Health)**

主 講 人：甄麗婷小姐，黎淑卿小姐。

講授語言：粵語（輔以英語）。

地 點：九龍柯士甸道一百六十二號聖瑪利書院第二十四號課室。

時 間：一九七九年四月十二日起每星期四下午六時至八時。  
（共八講）。

學 費：六十五元。

精神健康是發展人類內在潛能的基本條件之一，直接影響着每個人的思想、言行、感情及日常生活上各方面的功能，反之，精神困擾/精神病會令生活功能減弱，甚致會做成多類的個人及社會問題如情緒不穩定、家庭破裂、犯罪等。

緊張複雜劇變的現代生活往往使人難於掌握到存在的意義，產生個人或羣體逃避及沉迷的心態，嚴重的會導至個人及羣體生活功能上的瓦解，因此精神健康實為現代文明所不容忽視的。為着提高市民在這方面的認識，本課程將對有關精神健康的基本學理及常識作深入淺出的介紹，並借用實例及練習教材以助學員了解和實踐。課程內容包括：

何謂精神健康，其重要性及與日常生活的具體關係。

何謂精神困擾/精神病，其表徵、一般成因、治療與預防。

促進精神健康的途徑。

*See also :*

**501.** 佛家大乘各宗要義（二）（第 80 頁）

**502.** 中國哲學（第 81 頁）

**503.** 西洋哲學與中國（第 82 頁）

# Political Science

*Staff Tutors* : Owen H. H. Wong, Telephone 5-468161 Ext. 309  
John D. Young, Telephone 5-468161 Ext. 497

**523. China, Indochina, and ASEAN: Conflict and Competition in Southeast Asia.** Brian C. Shaw, B.A. (Hons.) (Wellington), Ph.D. (ANU), Lecturer in Political Science, University of Hong Kong, and member, International Institute for Strategic Studies (London). *Wednesdays, 6.15-7.45 p.m., starting February 28, 1979. Room 847, Knowles Building, University of Hong Kong. 8 meetings.* **Fee: \$65**

The more vigorous involvement of China in the international arena, serious Sino-Vietnamese differences, and the Vietnam-Cambodia interstate conflict, are only three of the important developments since April 1975 that have encouraged optimistic forecasts for the economic and political maturation of the Association of Southeast Asian Nations (ASEAN). Whether these forecasts are reasonably based, and whether the Sino-Vietnamese conflict is amenable to accommodation, are important and complex issues affecting the prospects for short- and middle-term stability in Southeast Asia as a whole. The region, in turn, cannot be torn from global economic and political considerations (including the interests—declared or undeclared—of the Super-Powers). These lectures briefly survey developments since April 1975 in the international politics of the area, and discuss the above-mentioned issues and others, in some depth.

**524. Mao Tse-tung's Thoughts in East-West Perspective.** Alfred H. Y. Lin, M.Phil. (H.K.), Ph.D. (London) and John D. Young, M.A., Ph.D. (California). *Mondays, 6.15-7.45 p.m., starting April 30, 1979. Room 103, University Main Building. 8 meetings.* **Fee: \$65**

The purpose of this course is to introduce Mao Tse-tung's Thoughts in their totality through examining their origins, characteristics, manifestations and influence on Chinese society. Is the Thought of Mao Tse-tung something from China's past, or is it an entirely new political-philosophical system? To what extent is it Marxist-Leninist? The aim here is to explain the patterns behind modern day Chinese politics. The relevance of Mao's Thought on the future of China's development will also be discussed.

525. 中國共產主義運動（一九四九年以後）  
(The Chinese Communist Movement)

主 講 人：金思愷先生（香港大學亞洲研究中心高級研究員）。

講授語言：國語。

地 點：香港大學校外課程部市區中心十八號室。  
（香港干諾道中一百一十一號永安大廈八樓）。

時 間：一九七九年三月三日起每星期六下午三時至四時三十分。  
（共十講）。

學 費：六十五元。

中國共產黨在奪得政權之後，繼續其由新民主義朝向社會主義，共產主義前進的革命；與此同時，發展生產亦成爲迫切問題。初，按照蘇聯模式建立政權與進行社會主義建設。隨後，毛澤東發現蘇聯的革命與經濟發展均有資本主義復辟的傾向，於是進行反修正主義，并嘗試不按蘇聯和資本主義常規，發展經濟的方法，講者以這樣的「抓革命、促生產」爲中心，講述一九四九年迄今的歷史發展，包括土改、工商業社會主義改造，人民公社的制度，大躍進運動，毛劉的鬥爭，文化大革命，乒乓外交以及四人幫問題等等。

*See also:*

401. **An Introduction to Public Administration.** (Page 34)



# Science

*Staff Tutor : D. R. Kemp, Telephone 5-468161 Ext. 551*

**526. Basic Principles of Computer Systems.** F. T. Chan, B.Sc. *Fridays, 6.00-7.00 p.m., 7.15-8.15 p.m., starting February 16, 1979. Room 10, Central Market Building, Top floor, Hong Kong. 12 meetings. Fee: \$100*

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

The syllabus will include: number systems and elementary arithmetic procedures; data processing organisation chart; the nature of data processing systems; input; storage; processing; control; output; input/output units; storage units; central processing and control; methods of processing, batch processing; random access; real time.

**527. Fundamentals of Computer Systems & Data Processing.** T. Y. Chen, B.Sc., M.Sc., M.Phil., D.I.C., M.B.C.S., Lecturer in Computer Science, University of Hong Kong, F. T. Chan, B.Sc. and P. T. Ho, B.Sc. (Eng.). *Wednesdays and Fridays, 6.15-8.30 p.m., starting February 7, 1979. Room 150, Main Building, University of Hong Kong. 40 meetings. Fee: \$200*

The syllabus will include: basic components of a computer; stored-program computer; systems software; logic operators; hardware concepts; concepts of input/output device control; data structures—lists, trees, etc.; file organizations and their processing; sorting techniques; concepts of programming languages; numerical methods; simple statistics; modelling and simulation.

It will be very helpful to those who are preparing to sit for the Part I examination of the British Computer Society, as this course covers most of the syllabus of the Part I General Papers.

Applicants must have knowledge of at least one high level programming language such as FORTRAN, COBOL etc. They should have passed 5 subjects including English and Mathematics at Grade E or above in the Hong Kong Certificate of Education, or equivalent.

*Enrolment is limited to 25 persons.*

**528. Basic Geology and the Geology of Hong Kong.** M. J. Atherton, B.Sc., D.I.C., M.H.K.I.E., F.G.E., Lecturer in Engineering Geology, Hong Kong Polytechnic. *Tuesdays, 6.30-8.30 p.m., starting February 13, 1979. Room 237, Geography Department (Main Building), University of Hong Kong. 10 meetings.* **Fee: \$100**

A study of basic geological processes including structural geology, mineralogy and petrology, followed by a consideration of the geology of Hong Kong.

The course is intended for secondary school teachers and interested laymen and a previous knowledge of geology is not essential. Rock specimens will be shown throughout the course and there will be two full day field trips at weekends, the cost of which is not included in the fee.

**529. Flora of Hong Kong: Some Aspects of Medicinal Plants.** Lee Yin-tsee, B.Sc. (C.U.H.K.), Ph.D. (California), Mercer Fellow, Arnold Arboretum (Harvard University). *Thursdays, 6.15-7.15 p.m., starting February 15, 1979. Room 14, Extra-Mural Town Centre, Wing On Centre, 8th floor, III Connaught Road Central. 8 meetings.* **Fee: \$50**

This course will include a consideration of the commoner Families of Hong Kong Flowering Plants with particular emphasis on those used in Chinese medicine. Some reference will also be made to local poisonous plants. Colour slide transparencies will be used to illustrate the plants wherever possible. If sufficient interest is shown, some field trips will be arranged.

**530. Fungi and Man.** D. A. Griffiths, B.Sc., Ph.D., D.Sc., Professor of Botany, University of Hong Kong. *Tuesdays, 7.00-8.00 p.m., starting February 13, 1979. Northcote Science Building, Department of Botany, Lecture Room 302. 10 meetings.* **Fee: \$50**

A course intended for both the layman-naturalist as well as teachers of biology. The course will involve the minimum of biochemistry necessary to understand certain metabolic reactions and will be geared to the informed naturalist rather than to specialist mycologists. Stress will be laid on Hong Kong Fungi where this is possible and will also outline some of the research being carried out in this field in various institutes in the colony.

The course will include the following topics: History of mycology (the scientific study of fungi); Folklore and fungi from Greek and Roman times; modern approaches to fungal classification; the useful larger fungi such as mushrooms; the poisonous fungi and aspects of fungal toxicology; deleterious effects of fungi in man's world—biodeterioration, plant diseases, animal and human mycoses (fungal diseases); the yeasts in brewing and baking.

Wherever possible the course will be illustrated with demonstrations of available material in the laboratory.

**531. Marine Life and the Effects of Pollution in Hong Kong.** D. J. H. Phillips, B.A. (Cantab), Research Officer in Marine Pollution, Fisheries Research Station, Hong Kong. *Thursdays, 7.30-9.00 p.m., starting February 15, 1979. Room 14, Extra-Mural Town Centre, Wing On Centre, 8th floor, III Connaught Road Central, Hong Kong. 6 meetings. Fee: \$45*

A general introduction to the marine life of Hong Kong will include discussion of the different marine habitat types and their fauna and flora. The hydrology and oceanography of Hong Kong waters will be referred to briefly. A consideration of dangerous or poisonous marine life found in Hong Kong will be included and the topics will be illustrated by colour slides wherever possible.

Consideration of the effects of pollution on the marine life of Hong Kong will include both domestic and industrial pollution; emphasis will be given to methods of monitoring pollution and to the current situation in Hong Kong waters.

**532. Introduction to Gemstones & Gemmology.** D. Healey, B.Sc., Ph.D. (Lond.), F.G.A. (Lond.), Lecturer in Physics, University of Hong Kong. *Fridays, 7.15-8.45 p.m., starting February 16, 1979. Room 121, Main Building, University of Hong Kong. 8 meetings. Fee: \$60*

A course designed for the interested layman which may also be of use to professionals studying for the first year papers of the Gemmological Association of Great Britain. Emphasis will be placed on methods of distinguishing between natural and synthetic gems.

Topics to be covered include: Natural gems; description and origin. Crystal structure and physical properties. Hardness, refractive index, double refraction, specific gravity, dichroism, spectra, fluorescence. Production and properties of synthetic and imitation gems. New diamond simulants: YAG, GGG, Cubic zirconia.

Enquiries relating to **Courses Nos. 533 to 537** below should be made to Dr. Wilson Ng, Ext. 551.

### **Selected topics in Physiology.**

The courses are aimed at graduate science teachers, nurses, physiotherapists and other medical and health workers who have some fundamental conception of physiology and wish to further their knowledge in the following specialised aspects.

**533. Blood and cardiovascular physiology.** *Thursdays, 6.00–7.00 p.m., (lecture), 7.00–9.00 p.m. (demonstrations or practicals when applicable), starting February 22, 1979. Department of Physiology, Li Shu Fan Building, Sassoon Road, University of Hong Kong. 10 meetings.* **Fee: \$200**

*Tutors:* A. Koo, M.B., B.S., Ph.D. (H.K.); T. T. Loh, M.Sc., Ph.D. (W.Aust.), Dip.Sc. (Chung Chi Coll.); T. M. Wong, B.Sc. (C.U.H.K.), M.Sc., Ph.D. (H.K.); Lecturers in Physiology, University of Hong Kong.

Topics on haemopoietic system of the body, excitation and contraction of the heart, blood pressure, blood flow and the intrinsic control mechanism on circulation will be discussed. When applicable, the lectures will be illustrated by demonstrations with animals.

**534. Pulmonary physiology.** *Thursdays, 6.00–7.00 p.m. (lecture), 7.00–9.00 p.m. (demonstrations or practicals when applicable), starting May 10, 1979. Department of Physiology, Li Shu Fan Building, Sassoon Road, University of Hong Kong. 5 meetings.* **Fee: \$100**

*Tutor:* J. C. C. Wang, M.Sc., Ph.D. (H.K.), Dip.Med. (Shanghai), Senior Lecturer in Physiology, University of Hong Kong.

Lectures on mechanism of respiration, gaseous changes in the lung, hypoxia and hypercapnea, the physiological effect of exercises and the regulation of respiration will be presented.

*Enrolment is limited to 30, so early application is desirable.*

**535. Recent Advances in Genetics.** *Thursdays, 6.00–8.00 p.m., starting March 8, 1979, Upper Lecture Theatre, 2nd floor, Li Shu Fan Building, Sassoon Road, University of Hong Kong. 8 meetings.* **Fee: \$80**

*Tutors:* D. C. Y. Yeung, B.Sc., Ph.D. (W.Aust.), Senior Lecturer in Biochemistry, University of Hong Kong.  
V. M. S. Lam, B.Sc., Ph.D. (Lond.), Lecturer in Biochemistry, University of Hong Kong.  
J. D. Robinson, M.Phil. (H.K.), L.I.Biol., Hospital Biochemist.  
S. W. K. Im, B.Sc., Ph.D. (Melb.), Lecturer in Microbiology, University of Hong Kong.

The main aim of this course is to acquaint teachers (particularly those at fifth and sixth form level) and also hospital and research laboratory personnel, with knowledge of recent advances in mammalian and bacterial genetics. Subjects discussed in detail will include: inborn errors of metabolism; chromosomal mapping; molecular defects in Thalassaemia; recent interesting developments in bacterial genetics including genetic engineering.

Although no qualification criteria are necessary for enrolment, the course is levelled at those with a basic science degree or equivalent.

*Enrolment is limited to 40.*

**537. Health Science Microbiology.** *Wednesdays, 6.00–8.00 p.m., starting March 7, 1979, Lecture Theatre, Old Pathology Building, Queen Mary Hospital Compound. 10 meetings.* **Fee: \$100**

*Tutors:* C. T. Huang, M.B. (Lingnan), Ph.D. (Leeds), F.R.C.Path., Emeritus Professor of Microbiology, University of Hong Kong. President of the Hong Kong Society of Microbiology.  
C. H. Teoh-Chan, M.B. (Lingnan), Ph.D. (H.K.), Dip.Bact. (Manc.), M.R.C.Path., Reader in Microbiology, University of Hong Kong.  
Other staff members of the Department of Microbiology, University of Hong Kong.

The content of this course will centre on pathogenic micro-organisms which are the cause of various diseases. Consideration will be given to infections which are of human and zoonotic origin, and to air, soil, food, water and arthropod-borne infections. Whenever applicable, methods in sampling for laboratory investigation and preventive measures will be discussed.

The course is intended for public health workers, nurses, science teachers and others who are working in related areas. Since this is a science-based course, it is preferable that intending students should be matriculated. A certificate of attendance will be issued to those students who have attended the previous course on Introductory Microbiology on completion of this course.

*Enrolment is limited to 40, so early application is desirable.*

# Health Science

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

## 538. 人體功能 (How Your Body Works)

主 講 人：彭樹勳博士。

講授語言：粵語。

地 點：香港大學校外課程部市區中心二十二號室。  
(香港干諾道中一百一十一號永安大廈八樓)。

時 間：一九七九年二月十四日起每星期三下午八時至九時卅分。  
(共十五講)。

學 費：八十五元。

本課程以最簡明的方法，深入淺出解釋人體的生理機能體內各器官的相關作用及如何保持身心健康等。每講輔以實物示範及圖片說明。

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

主 講 人：由香港兒科醫學會會員擔任。

講授語言：粵語。

地 點：香港大學校外課程部市區中心十四號室。  
(香港干諾道中一百一十一號永安大廈八樓)。

時 間：一九七九年二月二十三日起每星期五下午八時至九時三十分。(共十講)。

學 費：六十元。

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

540. 經濟及營養飲食的策劃  
(Economic and Nutritious Diets)

主 講 人：譚碧玉女士。

講授語 言：粵語。

地 點：香港大學校外課程部市區中心二十一號室。  
(香港干諾道中一百一十一號永安大廈八樓)。

時 間：一九七九年二月二十二日起每星期四下午六時至七時三十分。(共十六講)。

學 費：八十五元。

食物的身體機能的原動力，是生存的基本必需；健康的體格，更有賴於適當的食物。在物價高騰的今天，實有策劃營養而經濟飲食的必要。本課程內容包括：均衡飲食的原理；食物的主要成份；比較同類物食的市價；利於家庭經濟的膳食策劃。並以各學員日常飲食為根據，討論上述原理的實踐和較特別飲食的安排。

*See also :*

537. Health Sciences Microbiology. (Page 99)

# Social Work & Sociology

*Staff Tutor* : H. K. Wong, *Telephone* 5-468161 *Ext.* 602

**541. Developing Effective Communication.** Peter M. Whyte, Dean of Students, University of Hong Kong. *Tuesdays, 6.15-8.15 p.m., starting February 20, 1979. Room 230, Knowles Building, University of Hong Kong. 10 meetings.* **Fee: \$110**

A lecture series with practical exercises aimed at developing understanding of the processes of communication, both verbal and non-verbal, and of methods for maximizing effectiveness of communication.

The orientation of the lecturer will be particularly towards communication in the one-to-one counselling situation, the small group situation and the structured interview.

Topics will include language, non-verbal communication, person perception, interaction, purposes of communication, content of communication, techniques of communication, and the structured interview.

**542. The Child's Education at Home: the Montessori Approach.** Charles F. Rossow, B.A. (Minn.), M.Ed. (Harvard), Montessori Diplomate (M.M.T.O.). *Tuesdays, 7.30-9.30 p.m., starting February 20, 1979. Room 16, Extra-Mural Town Centre, Wing On Centre, 8th floor, III Connaught Road Central, Hong Kong. 9 meetings.* **Fee: \$100**

This course is designed to introduce parents and future parents to a body of practical knowledge about children's education from birth to six. Topics will include: the absorbent mind, sensitive periods, sequential learning, movement and learning, selection of educational material (toys), the home as a prepared environment, educational milestones from birth to six.

Parents will be introduced to observation techniques and will be asked to make a series of guided observations of young children during the course. Course participants are invited to bring problems of child rearing to class for purpose of discussion and problem solving using the Montessori approach.



**543. Children's Work and Play: the Montessori Way.** Charles F. Rossow, B.A. (Minn.), M.Ed. (Harvard), Montessori Diplomate (M.M. T.O.). *Tuesdays, 5.00-7.00 p.m., starting February 20, 1979. Room 16, Extra-Mural Town Centre, Wing On Centre, 8th floor, III Connaught Road Central, Hong Kong. 9 meetings.* **Fee: \$100**

Teachers, social workers and others, working in kindergartens, child care centres, residential homes etc., whose duties bring them into daily contact with young children up to the age of six, will be introduced to the Montessori method, which is heavily based on the observation of young children. Guided observations of such children will therefore form an important element of the course.

Topics to be discussed will include: Montessori philosophy; sensorial education; the 3 Selves—self-motivation, self-teaching, self-discipline; sequential learning, movement and learning; prepared environment; the teacher; ground rules; and preparation of learning materials.

Participants will be involved in developing educational kits utilizing Montessori principles. The first hour will be generally devoted to lectures and the second hour devoted to discussion and demonstration.

**544. The Sociology of Education and Educational Policy & Planning.** Mrs. Susan Balloch, B.Sc., M.Sc. (L.S.E.), formerly Senior Lecturer in Political Sociology, University of London, Consultant in Education at OECD. *Thursdays, 6.00-7.30 p.m., starting February 22, 1979. Room 16, Extra-Mural Town Centre, Wing On Centre, 8th floor, III Connaught Road Central, Hong Kong. 10 meetings.* **Fee: \$80**

The Sociology of Education is concerned with the complicated relationships that exist between a "society" and its formal educational system, i.e. schools, colleges, universities, and with the social relationships created within or introduced into that system. Such relationships may not always support education's proclaimed values or the learning process.

With this in mind, this course will examine the origins and nature of modern methods of mass schooling and the relationship of formal education to the family, social class, social mobility, the economy and politics. Pupil and teacher roles will also come under discussion and be related to teaching as a 'profession'.

Research into these areas has provided a tentative 'knowledge base' for those concerned with education. An attempt will be made to relate this base to the formulation of educational policy and planning and to define some of the directions in which education might proceed in the future.

**Fee Refund:** Teachers who wish to attend this course may apply for a half fee refund from the Director of Education as soon as they receive a letter of acceptance from the Department of Extra-Mural Studies. This applies to all teachers whether in Government, aided or private schools.

**545. Social Policy and Social Services in China Today.** Suzanne Pepper, M.A. Ph.D. (Berkeley). *Wednesdays, 7.15-8.45 p.m., starting February 21, 1979. Room 16, Extra-Mural Town Centre, Wing On Centre, 8th floor, 111 Connaught Road Central, Hong Kong. 9 meetings. Fee: \$75*

The provision of social services became an integral part of the Chinese Communists' political programme before 1949 and remains so today. But in trying to build socialism in a nation that is still primarily agricultural, the Chinese must find the means both to industrialise their economy and to provide social security for their people. Hence the continuing importance of self-reliance and self-help at the local level in the Chinese system.

Topics for discussion will include: education, health care, the prevention and treatment of crime, the status of women, income maintenance, housing, social welfare and the care of the aged. Each lecture will focus on three specific questions: achievements since 1949; methods and programmes responsible for these achievements; problems and future tasks.

Guest speakers will be invited to participate where possible.

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

主 講 人：梁麗珍女士（社會工作碩士）。

講授語言：粵語（輔以英講）。

地 點：香港大學校外課程部市區中心十六號室。  
（香港干諾道中一百一十一號永安大廈八樓）。

時 間：一九七九年二月二十一日起每星期三下午五時三十分至七時正。（共十講）。

學 費：八十五元。

自一九七一年以來，學校社會工作漸漸發展起來，頗受社會人士及教育工作者所關注；「青少年個人服務」綠皮書並提議香港將全面性提供學校社會工作及學生輔導工作。

本課程專為教師、學校行政人員、準學生輔導員及社會工作者而設，旨在探討並介紹學校社會工作目前之發展情況，社會工作者在學校與師生之關係，工作方法和貢獻。

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

除講授外，並輔以幻燈片介紹，小組討論及角色示範等。

申請教署付還學費手續：凡政府，補助或私立學校之教師進修以上課程而欲教育司署支付學費，可於接獲本部取錄函件後，向教育司署申請。

**547. 婚姻諮商技巧與診斷上的探討  
(Counselling in Marriage Problems)**

主 講 人：張俞壽韶女士。

講授語言：粵語（輔以英語）。

地 點：香港灣仔軒尼詩道十五號溫莎公爵社會服務大廈 209 室。

時 間：一九七九年二月十九日起每星期一下午七時至九時。  
（共八講）。

學 費：七十五元。

夫妻之感情破裂比比皆是，其所生之影响至深且鉅，雖然推行家庭生活之重要不容置疑，但婚姻輔導所達事後補救的功能，亦應佔不可抹煞的地位。

此課程專為對婚姻輔導有初步認識而欲加深了解其特質與輔導技巧的社會工作人員而設；旨在闡釋婚姻生活各階段可能遇到的困難及其處理方法，輔導員的自覺及輔導過程中所扮演的角色，交往行爲分析和蓋斯特治療法在輔導中的應用，一方或雙方接受輔導的問題等。

除授課外，並配以個案分析，角色扮演及技巧示範，更着重學員積極的參與和互相分享經驗。故限收二十五人。

**548. 社會福利研究方法導論  
(An Introduction to Research Methods in Social Welfare)**

主 講 人：周永新博士（香港中文大學社會工作學系講師）。

講授語言：粵語（輔以英語）。

地 點：香港灣仔軒尼詩道十五號溫莎公爵社會服務大廈 209 室。

時 間：一九七九年二月二十二日起每星期四下午六時十五分至七時四十五分。（共九講）。

學 費：七十五元。

本課程介紹社會福利工作常用的各項研究方法，旨在引導社會福利工作者對研究的認識，及應用各項研究方法與所得資料以評估及改進工作效能。

課程內容包括：

- （一）社會科學研究方法的介紹和認識。
- （二）社會福利知識的範疇和發展。
- （三）社會福利工作常用的研究方法。
- （四）研究的設計和推行。
- （五）研究資料的分析和應用。
- （六）香港各項與福利有關之研究計劃的介紹。

本課程歡迎持有大專學歷的社會福利工作者參加。

**549. 青年工作督導**  
**(Supervision in Youth Work)**

主 講 人：理盧幼慈碩士，理奇斌碩士。

講授語言：粵語（輔以英語）。

地 點：香港大學校外課程部市區中心 21 室。  
（香港干諾道中一百一十一號永安大廈八樓）。

時 間：一九七九年二月十七日起 每星期六上午十時至正午十二時。（共八講）。

學 費：八十五元。

青年工作在香港正在逐漸向專業化發展，每年有不少畢業生加入這服務行列，而在職工作人員被提升為督導員之為數也不少。良好的督導能夠培養新進，提高服務質素和效率，加強工作人員對工作的興趣，激發其學習意志，發展其工作能力，及發揮各種社會工作的方法。相反地，被督導者會感到缺乏支持，全無專業上的進步，工作情緒低落，甚至會萌生去志，另謀發展。

有見於此，本課程特為在職的督導員或行將負責督導工作的同工而設，旨在提供有關青年工作督導的概念、原則、功能、方法、常見的困難、技巧和各種方式等，以提高督導工作的水準及效能。課程更包括如何評估被督導者的工作表現及撰寫考績報告的方法。

除授課外，本課程著重研討、經驗分享、個案分析、角色扮演，如有需要時，更可活用人際關係訓練練習以解決學員在實際工作中所遇到之困難，務求學員能學以致用，將理論與實踐互相結合。各學員之收益，與其參與之積極性及出席率有極大之關係。（限收二十五人）。

**550. 以小組形式向青年推行家庭生活教育  
(Group Work in Family Life Education for Youth)**

主 講 人：江任燕琼女士，潘徐少薇女士。

講授語言：粵語（輔以英語）。

地 點：香港大學校外課程部市區中心 24 室。  
（香港干諾道中一百一十一號永安大廈八樓）。

時 間：一九七九年二月十七日起每星期六上午十時至正午十二時。（共十講）。

學 費：九十五元。

名 額：十五名。

家庭生活教育乃一項培育工作，為近年來教育工作的新里程；旨在協助人完滿發展，幫助家庭成員之間建立良好關係，尤其是接納兩性的存在，進而建立健康之婚姻及家庭，成為社會負責任的公民。

家庭生活教育內容非常廣泛，本課程側重人際關係、自我認識、交友、戀愛等專題。

推行家庭生活教育課程之方法很多，本課程持以小組形式配合課程內容，以期深入研討。各專題均運用小組活動、討論、角色扮演等技巧，以輕鬆靈活之方法啟發參加者之實際感受，分享彼此之經驗，着重個人參予及主動策劃，以達到理論實踐並重，並使學員日後能適當地應用於實際工作中。

「青少年個人服務」綠皮書指出家庭生活教育服務將會成為香港青少年與家庭服務之其中一個重點工作。本課程專為全職的青年工作者而設。

**551. 在青年工作中推行小組輔導  
(Group Counselling in Youth Work)**

主 講 人：理盧幼慈碩士。

講授語言：粵語（輔以英語）。

地 點：香港灣仔軒尼詩道十五號溫莎公爵社會服務大廈 209 室。

時 間：一九七九年二月二十日起每星期二下午六時十五分至八時十五分。（共十講）。

學 費：一百一十元。

本課程特別為具有青少年小組工作訓練之在職者而設，目的在加深工作人員對小組輔導工作之認識及促使彼等能在不同境況下活用所學。

課程內容包括輔導之概念、小組動力之認識、人際傳意之理論及技巧、解決問題之方法、小組壓力之活用及一般實用之技巧。課程將以實驗性小組形式上課，使學員能在融洽氣氛下學習及體驗，從而深入了解輔導之功能，於實際工作中更有效地幫助工作對象解決疑難。

各學員之得益，將與其積極參予，開心見誠之態度及出席率有極大之關係。（限收二十四人）。

552. 活用人際關係訓練練習於青年工作  
(Application of Structured Human Relations Experiences in Youth Work)

主 講 人：理盧幼慈碩士。

講授語言：粵語（輔以英語）。

地 點：香港灣仔軒尼詩道十五號溫莎公爵社會服務大廈 209 室。

時 間：一九七九年二月十四日起每星期三 下午六時十五分至八時十五分。（共十講）。

學 費：一百一十元。

名 額：二十四名。

近年來，墨守成規及被動性的青年工作程序，已不再受歡迎；而人際關係訓練練習也就因此需要而被採用於青年領袖訓練，小組工作及小組輔導工作中。透過此等練習，青年人能積極學習表達及開放自我，嘗試新方法，發揮潛能及建立自信，也有機會與人合作，接受別人獨特之處，及合力解決問題。

本課程是特別為具有青少年小組工作訓練之在職者而設，目的是幫助學員認識及活用人際關係訓練練習。課程更包括練習的設計，希望於課程完畢後，學員能獨立思考與設計適合其工作環境及對象的練習。

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

### 553. 發展性小組工作 (Developmental Group Work)

主 講 人：李安先生。

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十六號室。  
（香港干諾道中一百一十一號永安大廈八樓）。

時 間：一九七九年二月十七日起每星期六上午九時三十分至十一時三十分。（共十講）。

學 費：一百二十元。

名 額：十五名。

發展性小組工作着重協助人際關係之建立、生長與發展。其目的在提供適當之機會給予每一小組之組員，在融洽、安穩及互助之氣氛下，嘗試新的社交方法，並實習扮演新的人生角色。

本課程特別為具有基本青少年小組工作訓練而正在服務於各類型青少年機構之工作人員而設，例如社會工作者及教師等。全部課程共分十節，將以實驗性學習小組形式上課；而該學習小組將是一個小型實驗，各學員將視自己為整個實驗的一部份。藉此各學員得以親身體驗小組之歷程，並能現身說法，從而更深入自我了解，重新探測及研究人際關係。

講者將鼓勵及協助各學員安排在其本身日常工作中，嘗試實踐；並在實踐小組作經驗之分享及適當之督導。

課程範圍將包括下列各項：（一）互相認識及互信；（二）緊張情緒之鬆弛及自我之描述；（三）內省；（四）生活圈；（五）友誼研究；（六）心聲之溝通；（七）個人在小組之角色；（八）領袖才能；（九）社會性的戲劇或角式扮演；（十）自我檢討。

為使各學員盡量得益，特採用錄影設備及特別教具；同時各學員務須自發地熱烈參予全部課程。

#### 554. 如何與義工工作 (Working with Volunteers)

主 講 人：葛志芬女士；及義務工作協會之其他代表等。

講授語言：粵語（輔以英語）。

地 點：香港大學校外課程部市區中心 17 室。  
（香港干諾道中一百一十一號永安大廈八樓）。

時 間：一九七九年二月十七日起每星期六上午十時至正午十二時。（共十講）。

學 費：九十元。

名 額：三十名。

義務工作之人員任用，對一般社工人員並不陌生；義務工作人員是福利服務中一個豐富的人力資源，但在職員與義工合作時則不是容易的事。

究竟怎樣纔是有效的任用義工之方法和程序？職員與義工之工作關係，在機構之角色及態度應怎樣？如何維持義工之興趣以防止服務中斷？怎樣督導、訓練及發展義工？這課程將提供各學員對此等問題實際的解決建議及訓練；除此以外，更會系統化地介紹義務工作在香港發展之特色，亦會介紹新穎的服務計劃。

本課程適合於前線青年工作者及有經驗或有機會與義工工作之人仕；各專題除講授外，更有模擬練習、遠戲、幻燈、角色扮演及小組研習等；希望各學員對義務工作有整體之認識及懂得如何與義工建立良好的工作關係，不但能藉此協助及拓展機構之服務，更可以促進義工個人之成長。

（本課程由義務工作協會贊助）

#### 555. 社會服務單位之事務管理 (Office Management in Social Service Centres)

主 講 人：顏其平先生。

講授語言：粵語（輔以英語）。

地 點：香港灣仔軒尼詩道十五號溫莎公爵社會服務大廈 209 室。

時 間：一九七九年二月十六日起每星期五下午六時十五分至七時四十五分。（共十講）。

費 學：八十五元。

名 額：二十五名。

本課程旨在介紹本港社會服務工作單位事務的現代管理方法，俾負責這方面的督導級社會工作者或在較大組織的社會服務機構內負有一定行政責任的辦公室人員多作認識。

課程重心將放在事務管理的實用方面，內容將包括人事及組織行為，內部訊息溝通，資料整存系統，如檔案整理及資料查存與分析，日常庶務如儀器用具及場地的保養與維修，簡單預算設計和審核程序設計等。

歡迎任職於青年中心、托兒所、老人宿舍等社會服務單位之督導級社會工作者，或得其服務機構舉薦之工作人員報名參加。



**556. 社會福利機構之基本會計管理**  
**(Basic Accounting Control for Social Welfare Agencies)**

主 講 人：袁國榮先生, AHKSA, ACCA, ACIS, AAIA.

講授語言：粵語（輔以英語）。

地 點：香港大校學外課程部市區中心十六號室。  
（香港干諾道中一百一十一號永安大廈八樓）。

時 間：一九七九年二月十六日起 每星期五下午六時十五分至八時十五分。（共八講）。

學 費：八十五元。

鑑於社會福利機構行政人員及社會工作者往往因要處理一般會計與財務事項而遭遇困難，故此本課程特別為在此類服務團體有財務管理責任之職員而設，目的使參加者對會計管理之基本概念及運用有正確的認識及瞭解。

課程包括基本會計原理，預算之編制與管理，內部統制，收入與支出之控制，內部審計等等。內容着重實用方面，使參加者能明瞭使用於日常工作上。

**557. 犯罪學：中級課程**  
**(Criminology)**

主 講 人：葉永茂先生。

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十六號室。  
（香港干諾道中一百一十一號永安大廈八樓）。

時 間：一九七九年二月二十二日起每星期四下午七時四十五分至九時十五分。（共八講）。

學 費：六十五元。

此課程將對以下課題作較為深入的討論：——

- （一）暴力問題；
- （二）性犯罪事件；
- （三）犯罪心理學。

討論範圍將包括此等之成因、現況、法律、執行、及防範措施等；並選用個案以闡釋各事項。除講授外，並配合幻燈片及講義以說明課題。

參加學員應具有中學以上程度及對社會學或心理學或犯罪學有基本認識；此課程尤其適合社會工作者；教師；警察；監獄事務人員，及感化工作者。

# Housing Management

*Staff Tutors:* Mrs. Priscilla Tso, *Telephone* 5-468161 *Ext.* 303  
Miss N. P. Lee, *Telephone* 5-468161 *Ext.* 308  
Mr. H. K. Wong, *Telephone* 5-468161 *Ext.* 602

## **Certificate in Housing Management**

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

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

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

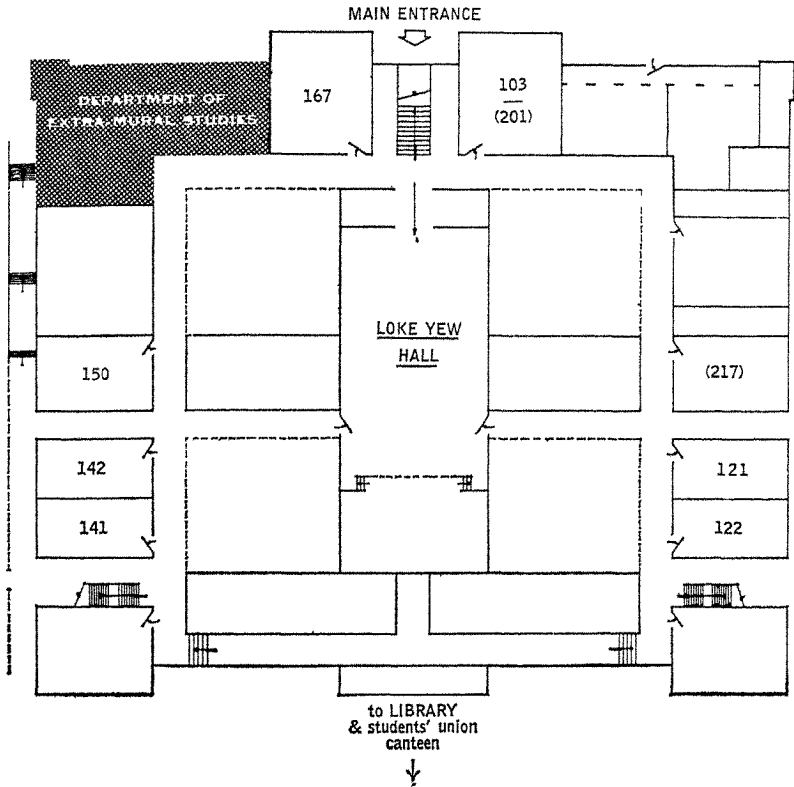
A Certificate in Housing Management, issued by the Department of Extra-Mural Studies, University of Hong Kong, will be awarded to a candidate on passing the Final Examination and on producing evidence of having had at least three years' approved experience in housing management work.

Further details are available on request.

Applications for 1979-80 must be submitted before March 31, 1979. Preference will be given to applicants sponsored by their employers.

# 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.



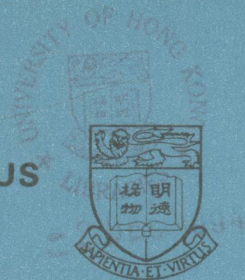
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