



# CONTENTS

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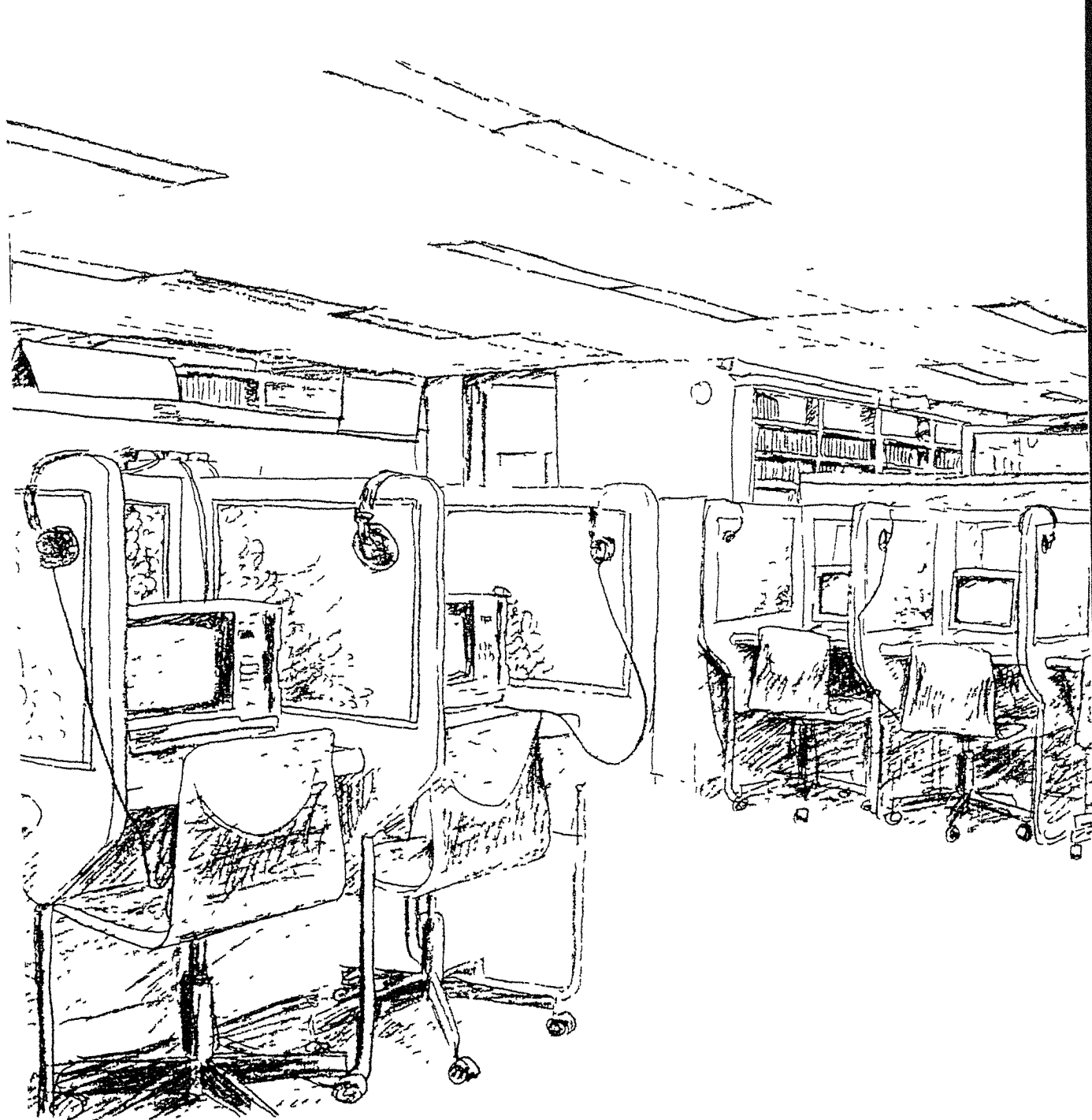
Introduction . . . . .	3
Degree Courses	
Faculty of Arts . . . . .	15
Faculty of Social Sciences . . . . .	18
Certificate Courses and Non-Degree Courses	
French . . . . .	25
German . . . . .	28
Italian . . . . .	32
Spanish . . . . .	33
Swedish . . . . .	34
General Information	
Examinations and Certifications . . . . .	37
Enrolment . . . . .	38
Course Deposit . . . . .	39
Waiting List . . . . .	39
Leave of Absence . . . . .	40
Withdrawal . . . . .	40
Language Practice Facilities . . . . .	43

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*Director: A.Y.Y. Fok, M.A., M.Ed., Ph.D., Cert.Ed., F.I.L.*

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The University of Hong Kong Language Centre is located on the 5th - 8th floor of the K.K. Leung Building with its General Office situated on the 7th floor. The Language Centre offers courses in European languages and provides language training and self-access learning facilities including CALL (Computer Assisted Language Learning) for all undergraduates and postgraduates.

The Language Centre was created in 1968. In the initial phase, its function was to centralize and develop facilities for the teaching of languages within the University. It is now a Centre under the aegis of the Faculty of Arts and provides degree, non-degree and certificate courses in French, German, Italian, Spanish and Swedish.

Because Hong Kong stands at the cross-roads between East and West, a knowledge of the various European languages is essential for bringing together the local and the European communities for work and for cultural exchange, thus reinforcing Hong Kong's position as an international centre.

Over the past years, the Language Centre has successfully built up programmes in European Languages (French, German, Italian and English) and Asian Languages, some of which have now become independent operations within the University. The Centre will continue to monitor the language needs of the society and introduce other language programmes so as to meet public interest and demand. The Language Centre therefore plays an important role in maintaining and strengthening the University's image as an international institution of higher education.

## **Modern Teaching Methods**

The Language Centre is one of the best equipped Centres for the teaching of languages in Asia. It runs Language Resource Centres for self-instructional learning. Its laboratories are equipped with audio-visual and computer facilities for group and individual practice. There is also a video workshop for the production of teaching materials and taping of student activities for language performance review. Language Centre staff have already carried out much exciting work in the production of teaching materials which includes the development of materials for use with interactive video equipment.

The teaching process in the Language Centre is founded on two distinct but essential strands, one human, the other electronic. The first of these is teacher contact: all languages are taught in small groups which allow maximum individual attention in virtually all learning situations. The second is the investment in modern computerized audio-visual equipment available and these include:

- audio-visual equipment with a range of practice materials in various languages,
- two language resource centres with 64 A-V booths, and 25 computer stations altogether facilitating oral practice and revision,
- the latest IBM computer hardware and a comprehensive range of CALL (Computer Assisted Language Learning) software in various languages, including German, French, Spanish, Italian and Swedish. Other software includes courses for students of English, Chinese and Japanese.

In addition, visits to European countries are arranged so as to enable the students to attend summer courses and use the languages they learn in their natural environment. These visits usually take place after the second year of study.

## **French Section**

The French section of the Language Centre offers three different language programmes to undergraduates of the University.

1. Degree courses to undergraduates of the **Faculty of Arts.** (*p. 15*)
2. Degree courses to undergraduates of the **Faculty of Social Sciences.** (*p. 18-19*)
3. Courses leading to the award of a Certificate in French to undergraduates of **all faculties.** (*p. 25-27*)

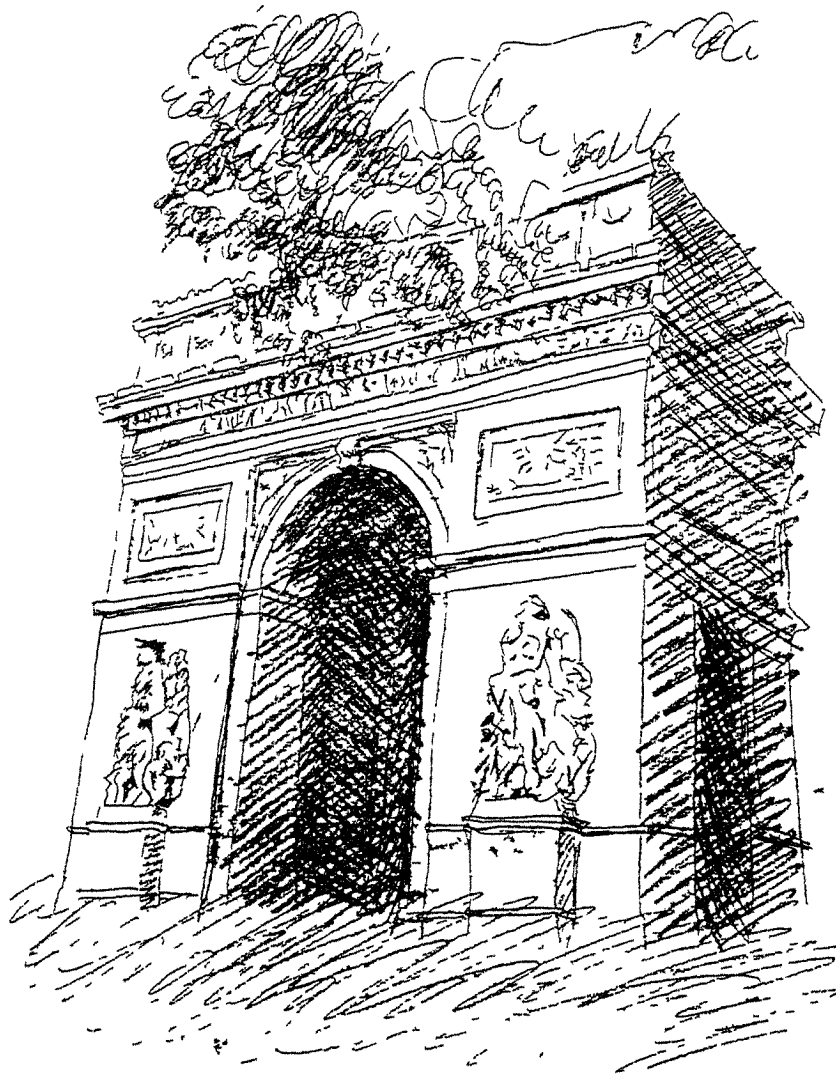
All three programmes stretch over a period of three years and it is recommended that students enrol a programme as soon as their first year in this University. The objective of these programmes is to lead students towards a good command of the language in the four different skills: speaking, listening, reading and writing. The course is also aiming at providing students with a better knowledge of contemporary French society and culture, through the use and discussion of recent materials selected for their representativeness.

Students taking French are very much encouraged to travel to France within the course of their studies. The most appropriate period is the summer vacation at the end of the second year. In order to facilitate these trips, the French section has built up, over the years, a number of links with French universities and Language Institutes: University La Sorbonne in Paris, University of Dijon, Brest Language Institute etc. The section has also developed links with the College Bois de Boulogne, a French-speaking academic institution in Montreal, Quebec state in Canada.

Locally, the French section cooperates closely with the Cultural Services of the French Consulate General, which offers, in addition to regular cultural events, counselling and guidance to individuals willing to study in France. A number of scholarships is also put on offer by the French Education Ministry



through the Consulate's services.



## **German Section**

The German Section of the Language Centre offers three different language programmes to undergraduates of the University.

1. Degree courses to undergraduates of the **Faculty of Arts.** (*p. 16-17*)
2. Degree courses to undergraduates of the **Faculty of Social Sciences.** (*p. 20-22*)
3. Courses leading to the award of a Certificate in German to undergraduates of **all faculties.** (*p.28-31*)

All three programmes are validated by external examiners and aim at providing students with oral as well as written language skills at different levels. The different programmes will also allow students to gain a deeper insight into contemporary life and culture in Germany and they will be able to experience life in Germany by participating in one of the summer language courses offered by German universities.

The German Section has well established links with universities in Germany, e.g. Stuttgart, Heidelberg, Bonn, etc. to allow its students, after their second year of language studies, to attend summer language courses in different parts of Germany. Official exchanges already exist between The University of Hong Kong and the University of Bremen and Bremen Polytechnic.

Through its DAAD - Visiting staff, the German Section is also well connected to the DAAD - German Academic Exchange Service. Apart from the provision of German lecturers to universities abroad, the DAAD also provides - among others - the following services through these Visitors:

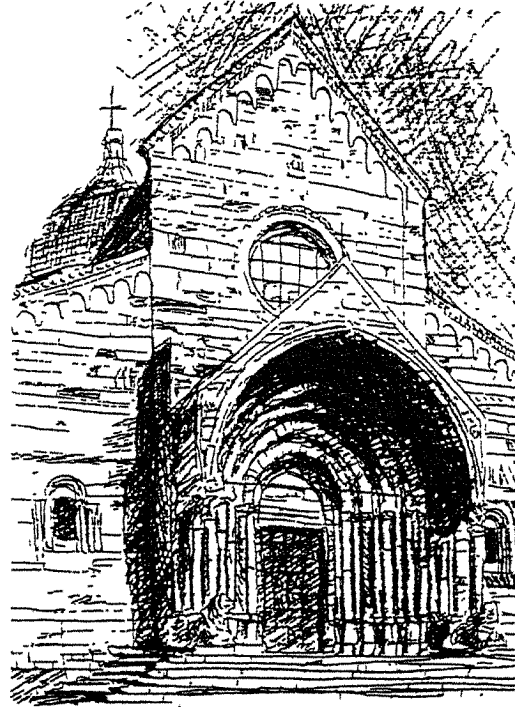
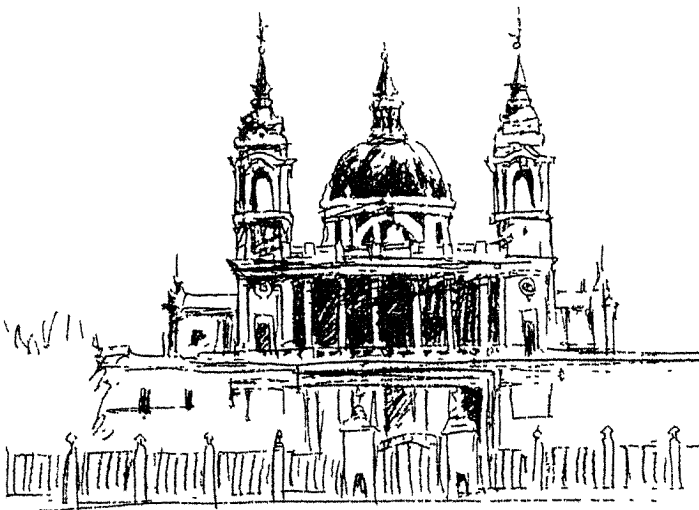
- Counselling and assistance for students who are interested in studying in Germany.

- Counselling and assistance for students who wish to apply for DAAD-Scholarships. In the past, Hong Kong students have received 3 - 5 such scholarships every year.
- Organization of DAAD-Study Tours to Germany.



## **Italian Section**

The Language Centre's Italian Section offers language courses at beginners and intermediate levels to all faculties. It is intended that these courses will be developed into a Certificate programme. Links have been established with the Italian Consulate through which a scholarship is available for students of the University of Hong Kong.

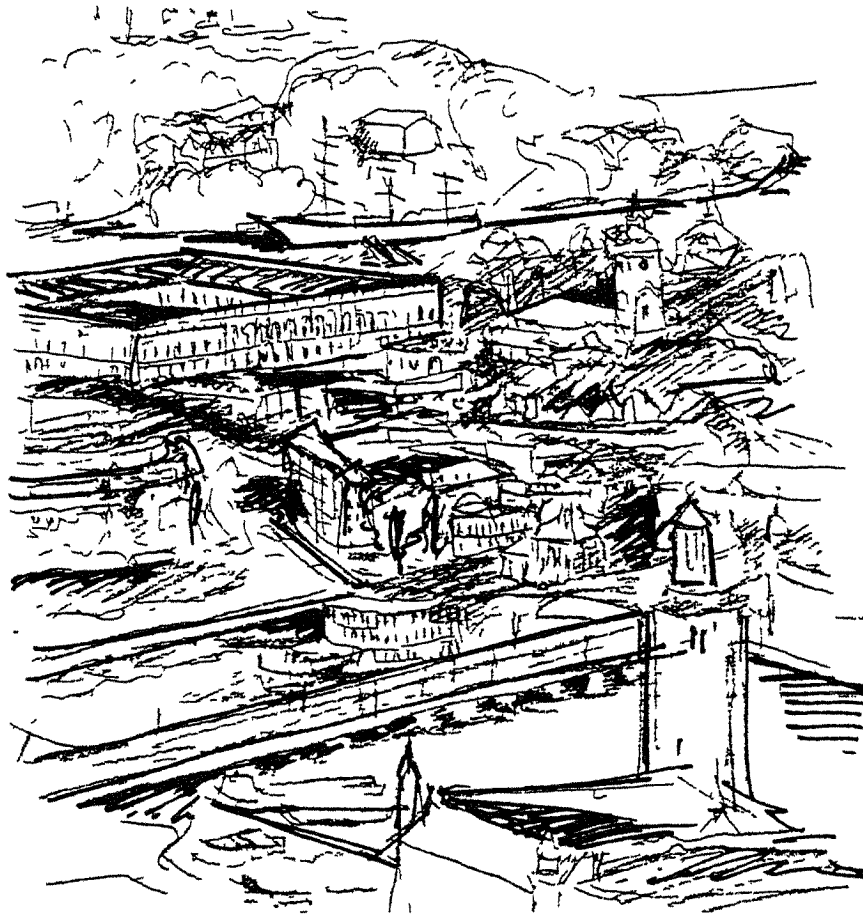


## **Spanish Section**

The Language Centre successfully launched its first Spanish Beginners' Courses in 1992-93. These courses have already been expanded to the intermediate level in 1994-95. There are also plans to develop a three-year Certificate programme in the near future. The Language Centre is well connected with the Spanish Community through the visiting staff sent by the Spanish government.

## Swedish Section

Swedish is the most recent addition to the European Languages introduced by the Centre. Non-degree courses at beginners' level were launched in 1993-94 for students of all faculties. The programme has been receiving continuous support from Swedish organizations in Hong Kong.



## List of courses:

### Degree Courses

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#### *Faculty of Arts*

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##### **French Language**

- |                    |                |
|--------------------|----------------|
| <i>First Year</i>  | ● French I.1   |
| <i>Second Year</i> | ● French II.1  |
| <i>Third Year</i>  | ● French III.1 |

##### **German Language**

- |                    |                              |
|--------------------|------------------------------|
| <i>First Year</i>  | ● German I.1                 |
| <i>Second Year</i> | ● German II.1                |
|                    | ● German II.2 (half course)  |
| <i>Third Year</i>  | ● German III.1               |
|                    | ● German III.2 (half course) |

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#### *Faculty of Social Sciences*

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##### **French Language**

- |                    |              |
|--------------------|--------------|
| <i>First Year</i>  | ● French I   |
| <i>Second Year</i> | ● French II  |
| <i>Third Year</i>  | ● French III |

##### **German Language**

- |                    |              |
|--------------------|--------------|
| <i>First Year</i>  | ● German I   |
| <i>Second Year</i> | ● German II  |
| <i>Third Year</i>  | ● German III |

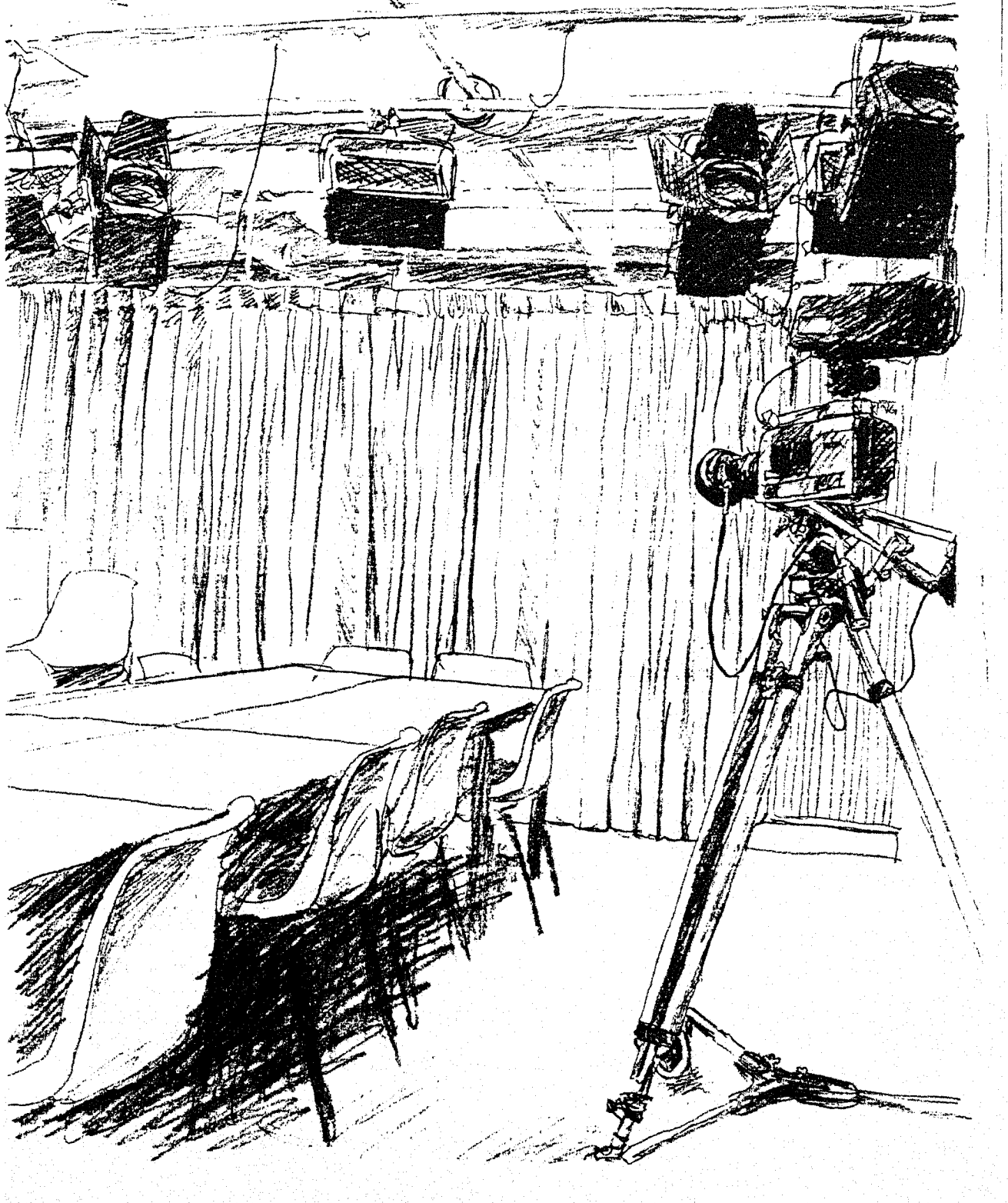
## **Non-degree Courses**

### *All Faculties*

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- French**
- French for Beginners
  - Intermediate French
  - Advanced French
  - Transition Course (*only offered during the summer break*)
- German**
- German for Beginners
  - Intermediate German & Intensive Course
  - Advanced German
  - Media Workshop
  - Translation Course
  - Transition Course (*only offered during the summer break*)
- Italian**
- Italian for Beginners
  - Intermediate Italian
- Spanish**
- Spanish for Beginners
  - Intermediate Spanish
  - Transition Course (*only offered during the summer break*)
- Swedish**
- Swedish for Beginners

DEGREE COURSES







# FACULTY OF ARTS

## COURSE DESCRIPTIONS

### *French Language*

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#### **First Year**

##### **French I.1**

This foundation course in French is intended for complete beginners in the language. It is taught throughout the year and combines linguistic and communicative skills in French with a balanced emphasis on reading, writing, speaking and listening.

#### **Second Year**

##### **French II.1**

This course is taught throughout the year and continues to build on the first-year work. It offers a balanced range of the various language skills through further syntax acquisition, reading and text analysis, listening comprehension, composition, translation, oral expression and communicative skills. A wide variety of teaching techniques and materials is used. Small tutorial groups are arranged throughout the year to ensure maximum opportunities for interactive practice. All students intending to continue the study of French in their third year are strongly encouraged to attend a summer intensive immersion course in France.

#### **Third Year**

##### **French III.1**

This course is taught throughout the year in lectures and tutorials and continues to build on the first and second year work. Lectures will make use of literary texts, authentic documents (press etc.), both from France and French-speaking countries, with the aim to stimulate critical reading. This study of authentic materials will also help students to investigate further French civilization and contemporary culture. In tutorials, emphasis will be put on the exploration of various techniques of writing as well as the development of oral skills in the context of argued discourses and presentations.

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#### **Course Prerequisite**

There is no prerequisite for French I.1.

Student wishing to be admitted to French II.1 and III.1 (subject to availability of places) without having previously satisfactorily completed French I.1 and II.1 will be required to satisfy the Faculty Board through the Director of the Language Centre that they have attained elsewhere the requisite standard.

## *German Language*

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### **First Year**

#### **German I.1**

An intensive course in German language for beginners. The course combines linguistic and communicative skills in German with a balanced emphasis on reading, writing, speaking and listening. The course is taught throughout the year.

### **Second Year**

#### **German II.1**

This course is taught throughout the year and continues to build on the first year work. It offers a balanced range of the various language skills through further syntax acquisition: reading and text analysis, listening comprehension, composition, translation, oral expression and communicative skills. A wide variety of teaching techniques is used. Small tutorial groups are arranged throughout the year to ensure maximum opportunities for interactive practice. All students intending to continue the study of German in their third year are strongly encouraged to attend a summer intensive immersion course in Germany.

#### **German II.2**

This course is taught throughout the year and provides an introduction to geographical, political, social and cultural aspects of contemporary Germany as well as to historical developments in Germany in the 20th century. The course will mainly be taught in German. However, introductions and background information to the various topics will be given in English. Various materials, such as slides, videos, etc. are used to illustrate the lectures.

### **Course prerequisites**

There is no prerequisite for German I.1.

Students wishing to be admitted to either German II.1 or German II.2 (subject to availability of places), without having enrolled for German I.1 will be required to satisfy the Faculty Board through the Director of the Language Centre that they have attained elsewhere the requisite standard.

Students may not enrol in German III.2 without having successfully completed German II.2. Furthermore, students may not enrol in German II.2/III.2 without enrolling in German II.1/III.1 respectively unless they have previously attained a standard adequate to enable them to complete the course satisfactorily.

## **Third Year**

### **German III.1**

This course is taught throughout the year and is a continuation of German II.1. It offers a balanced range of language skills, and furthers the exploration of the various linguistics aspects of the language. Special attention will be given to language registers and patterns, specific terminology and structures used in a variety of fields (literature, press, business, etc.) with the aim of further stimulating critical reading. As in German II.1 small tutorial groups will be arranged to ensure oral fluency and writing techniques as well as the development of oral skills in the context of argumented discourses and presentations.

### **German III.2**

This course is taught throughout the year and is a continuation of German II.2. It provides a study of the historical perspective of German life, culture and institutions based on course materials in German. This course includes an introduction to literary texts from German speaking countries. Students are required to study in depth an approved topic of their choice.

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## *Enquiries*

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### **French**

**Mr. D.C. Meyer**

Room 801, K.K. Leung Building.  
Telephone number 859 2020.

**Ms. Li, Marie Y.**

Room 806, K.K. Leung Building.  
Telephone number 859 2022.

### **German**

**Mr. P.H. Urbanski**

Room 501, K.K. Leung Building.  
Telephone number 859 2046/859 2001.

**Mr. Y.X. Li**

Room 811, K.K. Leung Building.  
Telephone number 859 2025.

# FACULTY OF SOCIAL SCIENCES

## COURSE DESCRIPTIONS

### *French Language*

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#### **First Year**

##### **French I**

This course is only taught in the second semester. The intention is to provide students with a good foundation in both written and oral contemporary French. By the end of the course, students are expected to be able to handle a number of practical situations as well as to produce elementary pieces of texts in the language.

##### *Course Prerequisite:*

- Students wishing to be admitted to French I will be required to attend a beginner's French course in the Language Centre in the first semester or satisfy the Faculty Board through the Director of the Language Centre that they have attained elsewhere the requisite standard.

#### **Second Year**

##### **French II**

This single course is taught throughout the year and is a continuation of French I. The intention is to build further on the first year work and widen the scope of exposure to more complex aspects of the language. The teaching will diversify through the use of more elaborate material and other techniques such as video. Participants are expected to consolidate their understanding of French language and develop their production and reception skills.

##### *Course prerequisites:*

- Students wishing to be admitted to French II will be required to attend an intensive session (Transition I) usually held in June.
- Students wishing to be admitted to French II without having previously completed French I will be required to satisfy the Faculty Board through the Director of the Language Centre that they have attained elsewhere the required standard.

## **Third Year**

### **French III**

This single course is taught throughout the year and continues to build on the two previous years' work on a more advanced level. The intention is to lead participants towards a fairly comprehensive understanding of the French language features through the study of a variety of documents (written, audio and video). The selection of documents will also serve a basis for discussion on some social issues regarding contemporary France, as well as her history and cultural background.

#### *Course prerequisites:*

- Students wishing to be admitted to French III will be required to attend an intensive session (Transition II) usually held in June.
- Students wishing to be admitted to French III without having previously completed French II will be required to satisfy the Faculty Board through the Director of the Language Centre that they have attained elsewhere the required standard.

# German Language

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## First Year

### German I

This course is only taught in the second semester. Students will be made familiar with the sound system of German and they will acquire structures that allow them to follow simple dialogues and to express themselves in simple statements. The course will provide the students with a basic understanding of both spoken and written German.

#### *Course prerequisite:*

- Students wishing to be admitted to German I will be required to attend a beginner's German course in the Language Centre in the first semester or satisfy the Faculty Board through the Director of the Language Centre that they have attained elsewhere the requisite standard.

## Second Year

### German II

This single course is taught throughout the year and consists of two components: (a) Intermediate German and (b) Media Workshop.

#### **Intermediate German**

In this component students will acquire skills that will allow them to understand more difficult texts and statements and to express themselves in more complex statements,. They will participate in discussions on various issues relating to contemporary life in Germany.

#### **Media Workshop**

The basic aim of this component is to provide a conducive environment for the participants to communicate with each other in German and make them aware of paralinguistic features which not only aid communication between native speakers, but very often form an essential part of communication. The participants will perform audio/video recordings of their own scripts. Topics may include interviews, domestic scenes, social scenes, commercials, etc..

#### *Course prerequisites:*

- Students wishing to be admitted to German II will be required to attend a Transition Course which is normally taught by the Language Centre in June or September.
- Students wishing to be admitted to German II without having previously successfully completed German I will be required to satisfy the Faculty

Board through the Director of the Language Centre that they have attained elsewhere the requisite standard.

## **Third Year**

### **German III**

This single course is taught throughout the year and consists of two components: (a) Advanced German and (b) Translation.

#### **Advanced German**

The intention of this component is to lead students to a fairly comprehensive understanding of both written and spoken German. Through the study of selected texts and materials from different spheres the students will learn to summarize information and to express the content of a text in their own words in German.

#### **Translation**

This component mainly aims at further developing the students' written language skills. German/English texts will be translated into English/German. The majority of the texts will be taken from the areas of business, literature, and contemporary life in Germany.

#### ***Course prerequisite:***

- Student wishing to be admitted to German III without having previously successfully completed German II will be required to satisfy the Faculty Board through the Director of the Language Centre that they have attained elsewhere the requisite standard.



## *Enquiries*

---

### **French**

**Mr. D.C. Meyer**

Room 801, K.K. Leung Building.  
Telephone number 859 2020.

**Ms. Li, Marie Y.**

Room 806, K.K. Leung Building.  
Telephone number 859 2022.

### **German**

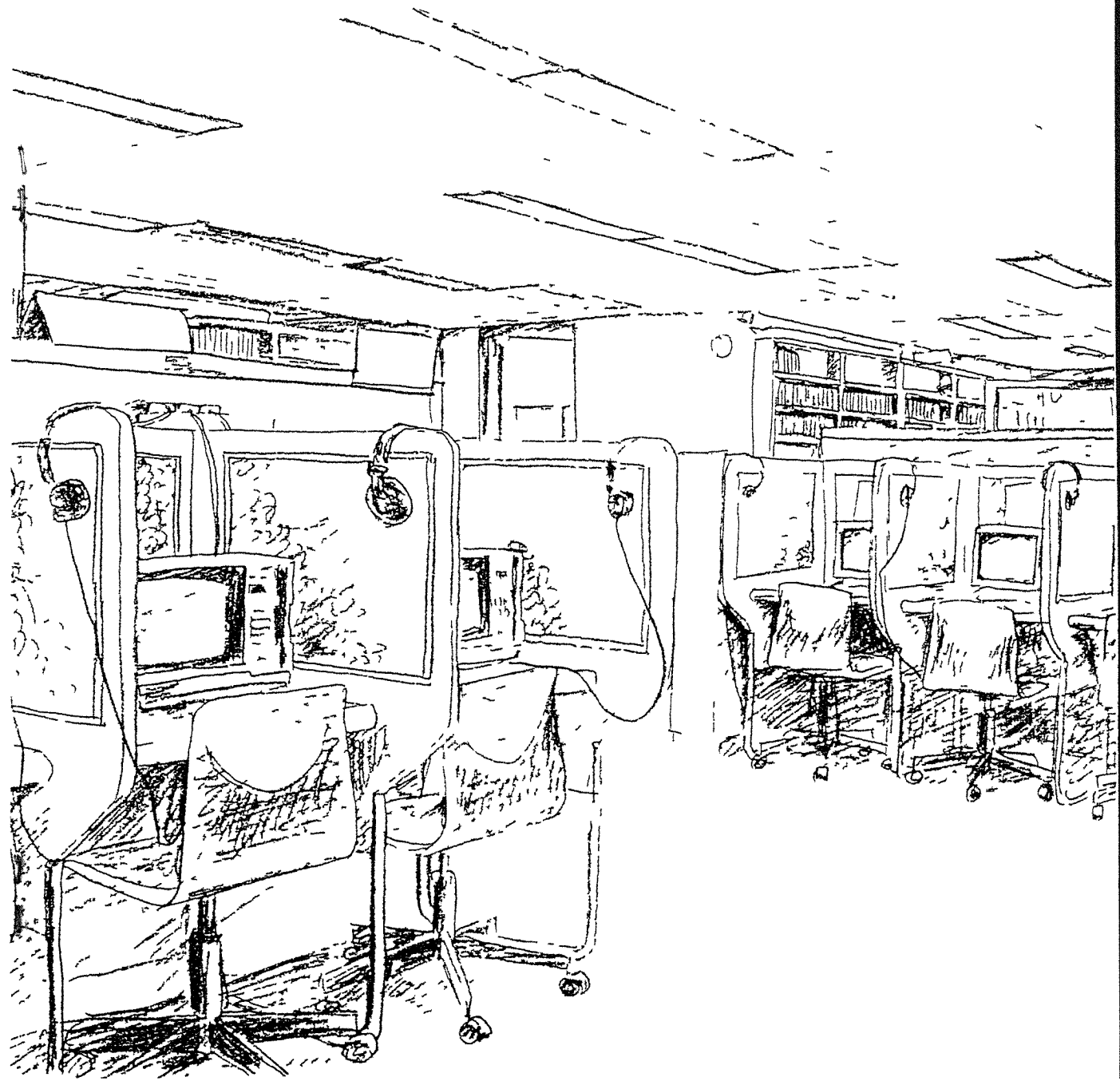
**Mr. P.H. Urbanski**

Room 501, K.K. Leung Building.  
Telephone number 859 2046/859 2001.

**Mr. Y.X. Li**

Room 811, K.K. Leung Building.  
Telephone number 859 2025.

**CERTIFICATE COURSES AND  
NON-DEGREE COURSES**





# COURSE DESCRIPTIONS

## *French Language*

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### *The Language Centre Certificate in French*

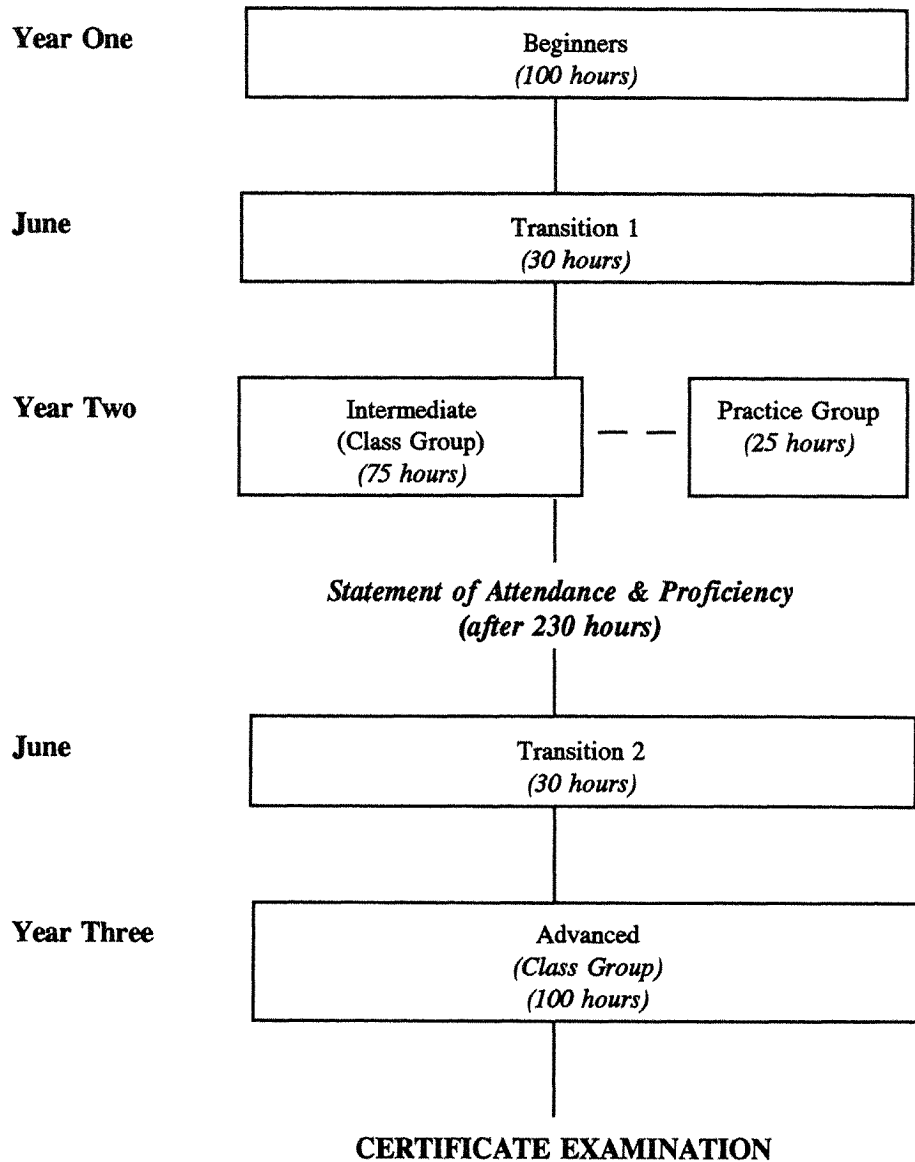
In the academic year 1991-92, the Language Centre has introduced a Language Centre Certificate for the French courses. These courses are open to students from all faculties and the first Certificate Examinations were held in 1992-93.

By the end of the third year of studying French, students enrolled in this certificate programme should have reached a sound command of both spoken and written French that will allow them to deal successfully with a large variety of situations and documents. It is also hoped that the completion of this course will make them more familiar with contemporary France as special attention will be given to the selection of authentic and updated materials for use in class. At this level, a certain degree of specialization will be allowed through the study of materials from different areas such as business, literature etc..

The minimum number of hours required to be admitted to the Certificate Examination is about **300**. Admission to Intermediate (Years 2) and Advanced (Year 3) levels will be subject to continuous assessment (3 tests a year, average of results). As it is expected that places at intermediate and advanced levels will be limited, the tests will be used as a criterion for the allocation of places. Furthermore, it must be noted that attendance at *Transition Courses* (1 & 2) held usually in June is **compulsory**. After the completion of **230** hours (intermediate level), successful students will be able to obtain a *Statement of Proficiency*. Please refer to the chart on the following page for an outline of the certificate programme.

**Enquiries:** Mr. D.C. Meyer,  
Room 801, K.K. Leung Building. Telephone number 859 2020.

Ms. Li, Marie, Y.  
Room 806, K.K. Leung Building. Telephone number 859 2022.



## ● French for Beginners

These courses of 100 hours are open to complete beginners interested in studying the French language and culture. The intention is to provide students with a good foundation of both oral and written contemporary French and allow them to go further in their understanding of the country.

Students willing to enrol are expected to show an earnest commitment to the course in terms of personal work, attendance and participation in class activities. Small-sized class groups have been arranged in order to ensure effective interaction between the teacher and each of the students. A *Transition Course* of 30 hours will be offered in June for those intending to proceed onto intermediate level.

*Applicants are encouraged to arrange for a short interview prior to their enrolment. See appointment sheets posted on teachers' office door.*

## ● Intermediate French

These courses are open to students having completed the *Course for Beginners* as well as the *Transition Course* (Level 1) held in June each year. Other applicants with comparable background (around 130 hours) may also be admitted upon interview.

The intention of these courses is to build up the fundamentals already acquired and widen the scope of exposure to the formal aspects of the language at work through extensive use of written, audio and video materials. In addition, each of the classes will be split once a week into "Practice Groups" (a, b & c) in order to stimulate the development of oral skills among participants. Students having successfully completed this course and passed Certificate Examination Part I will be awarded a *Statement of Proficiency in French*.

Another *Transition Course* (Level 2) will be held in June for students wishing to engage themselves at the advanced level for the *Language Centre Certificate in French*. Furthermore, students enrolled at intermediate level will be encouraged to travel to France next summer and join the language courses in selected universities or homestay immersion programmes.

## ● Advanced French

This course is intended for students having completed an *Intermediate Course* in French offered by the Language Centre or those who are able to claim a comparable achievement from another institution (between 200 and 250 hours).

The objective is to lead participants towards a comprehensive understanding of the language through the study of a variety of selected documents (written, audio and video) with special emphasis given to the social issues of contemporary France, as well as French history and cultural background. The course will also concentrate on the enhancement of students' oral and written performances within small group sessions on a weekly basis.

At the end of the course, eligible students will be invited to apply for the Certificate Examination (Part II), leading to the award of the *Language Centre Certificate in French*.

## *German Language*

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### *The Language Centre Certificate in German*

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The Language Centre offers a *Language Centre Certificate in German* for its German language courses. These courses will be open to students from all faculties, and the first Certificate Examinations were held in 1992-93.

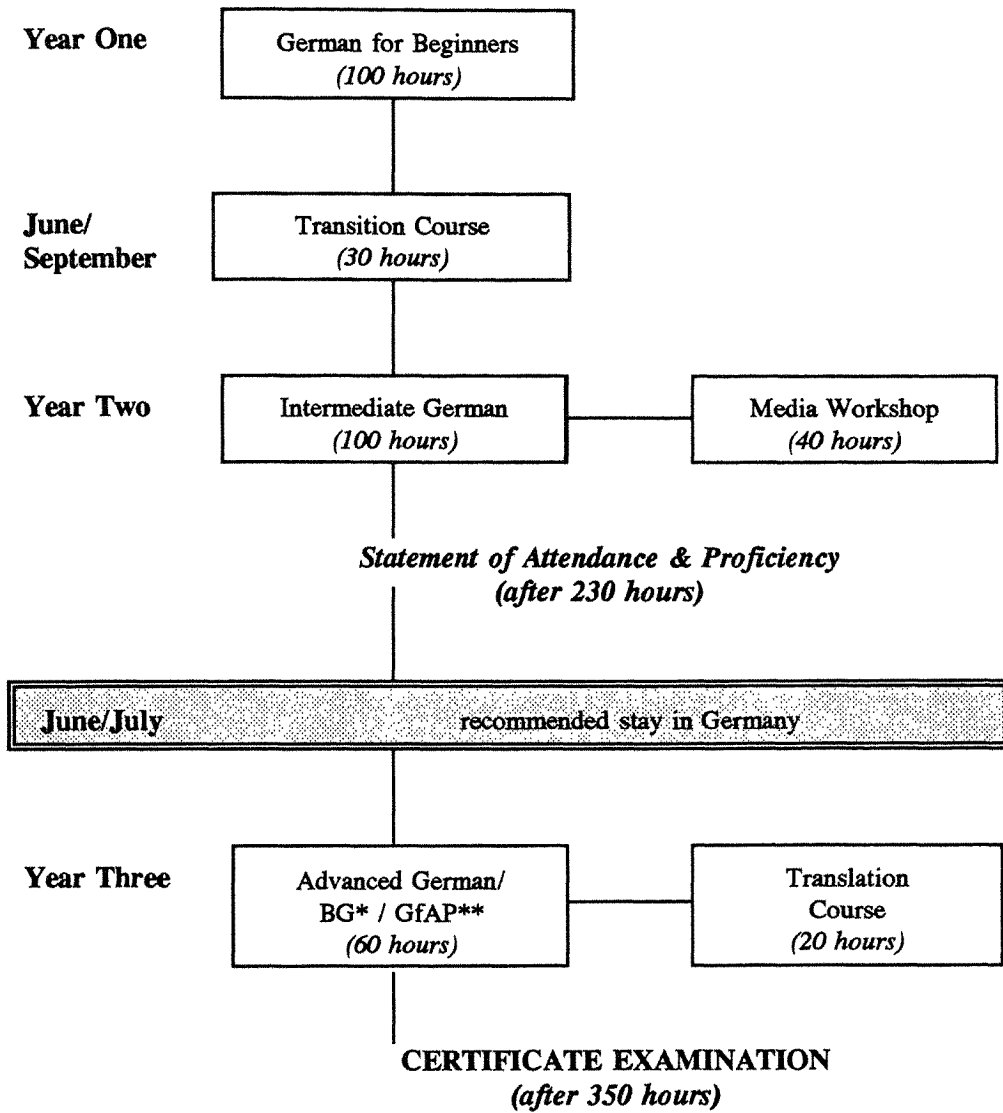
The aim of the certificate programme is to provide the students with a comprehensive understanding of both spoken and written German. The students will be able to follow reports and engage in discussions about everyday topics. It is also intended to allow a certain degree of specialization in the third year through the study of materials from different spheres such as business, literature etc.

In order to be admitted to the Certificate Examination, students will have to attend a minimum of 300 hours of tuition. At present, the following courses are available: *German for Beginners, Transition Course, Intermediate German, Media Workshop, Advanced German, and Translation Course*. Please refer to the chart on the following page for an outline of the certificate programme. Non-certificate students may also apply for admission to these courses, however, preference will usually be given to certificate students. Furthermore, in order to assess the students' achievements, various types of assessment will be used throughout each course. As the number of places at the intermediate and advanced levels is rather limited, the test results will also be used as a criterion for the allocation of places in these courses.

Students who are unable to fulfill the requirements for admission to the Certificate Examination will be able to obtain a *statement certifying proficiency* which will be issued after the successful completion of 230 hours.

**Enquiries:**      **Mr. P.H. Urbanski,**  
                                 Room 501, K.K. Leung Building.  
                                 Telephone number 859 2046/858 2001.

**Mr. Y.X. Li,**  
                                 Room 811, K.K. Leung Building. Telephone number 859 2025.



\* Business German } (subject to the availability of funds)  
 \*\* German for Academic Purposes }



## ● German for Beginners

This course is designed for complete beginners, and the intention is to provide the students with a basic understanding of both spoken and written German.

Students will be made familiar with the sound system of German and they will acquire structures that allow them to follow simple dialogues and to express themselves in simple statements. They will be able to talk about themselves, their families, their work, their studies, etc. In addition, they will learn to master situations like *ordering food in a restaurant, making telephone calls, using different types of transport, asking information in shops, enquiring about the way, explaining the way, etc.*

## ● Intermediate German

Only for students who have successfully attended a *Beginner's Course in German* and the *Transition Course*. New students may be admitted if they have sufficient knowledge of German.

The students will acquire skills that will allow them to understand more difficult texts and statements and to express themselves in more complex statements. They will participate in discussions on various topics such as *The Educational System, Unemployment among Young People, Children and TV, Protection of the Environment, News Media, etc.*

## ● Advanced German

The intention of this course is to lead the students to a comprehensive understanding of both written and spoken German.

Through the study of selected texts and materials from different spheres the students will learn to summarize information and to express the content of a text in their own words in German.

Students will also be made familiar with the format of the examination for the *ZDaF (Zertifikat Deutsch als Fremdsprache - Certificate of German as a Foreign Language)*.

### ● **Media Workshop**

This course is designed for students at an intermediate or advanced level and it will focus on working with video and audio equipment. Students will perform video/audio recordings of their own scripts. Topics may include interviews, domestic scenes, social scenes, commercials etc.

The basic aim of this course is to provide a conducive environment for the participants to communicate with each other in German and make them aware of paralinguistic features which not only aid communication between native speakers, but very often form an essential part of communication.

In addition to this course, the German Section will show several films which will give an overview on life and culture in Germany.

### ● **Translation Course**

This course is designed for students at the advanced level. German/English texts will be translated into English/German. The majority of the texts will be taken from the areas of business, literature, and contemporary life in Germany. This course mainly aims at further developing the students' written language skills.

### ● **Transition Course** *(only offered during the summer break)*

The aim of this course is to reinforce the skills acquired during the *Beginner's Course* and to expand them by introducing the past tense and structures that enable the students to enquire about others' health, to express their own health problems, etc.

## *Italian Language*

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Non-degree courses for Italian have been taught in the Language Centre since the 1980's. At present, the Centre has beginner's level courses. Intermediate level courses are available for those who want to continue study the language.

### ● **Italian for Beginners**

The purpose of this course is to provide the students with a basic knowledge of spoken Italian. Through a communicative approach, the students will learn how to express themselves in different practical situations. They will for instance learn how to introduce themselves, order food and drinks; buy things; ask for various kinds of information; talk about past experiences or future plans, etc. In addition, a variety of different materials will be used to make the students more familiar with contemporary Italy.

### ● **Intermediate Italian**

The course is intended to be a continuation of the *Beginner's Course in Italian*. New members may join but they are required to take a short written test to assess their knowledge of the language.

The course is intended to upgrade oral and aural skills as well as to familiarize students with the grammatical structure of the language and with Italian culture.

**Enquiries:** Telephone number 859 2000/859 2001

## *Spanish Language*

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The Language Centre started its non-degree Spanish programme in 1993-94. Both beginner's and intermediate level courses are available for students to apply.

### ● **Spanish for Beginners**

This Spanish course for beginners will teach students the basics of the Spanish language. It is an introductory course with an emphasis on conversation, with many exercises and pronunciation practices to enhance the student's ability to speak and understand basic Spanish.

### ● **Intermediate Spanish**

This course is only for students who have successfully completed the beginners and transition courses in Spanish.

In this course, students will acquire skills which will enable them to deal with text and situations which are linguistically more challenging than those experienced in lower level courses.

**Enquiries:** Telephone number 859 2000/859 2001

## *Swedish Language*

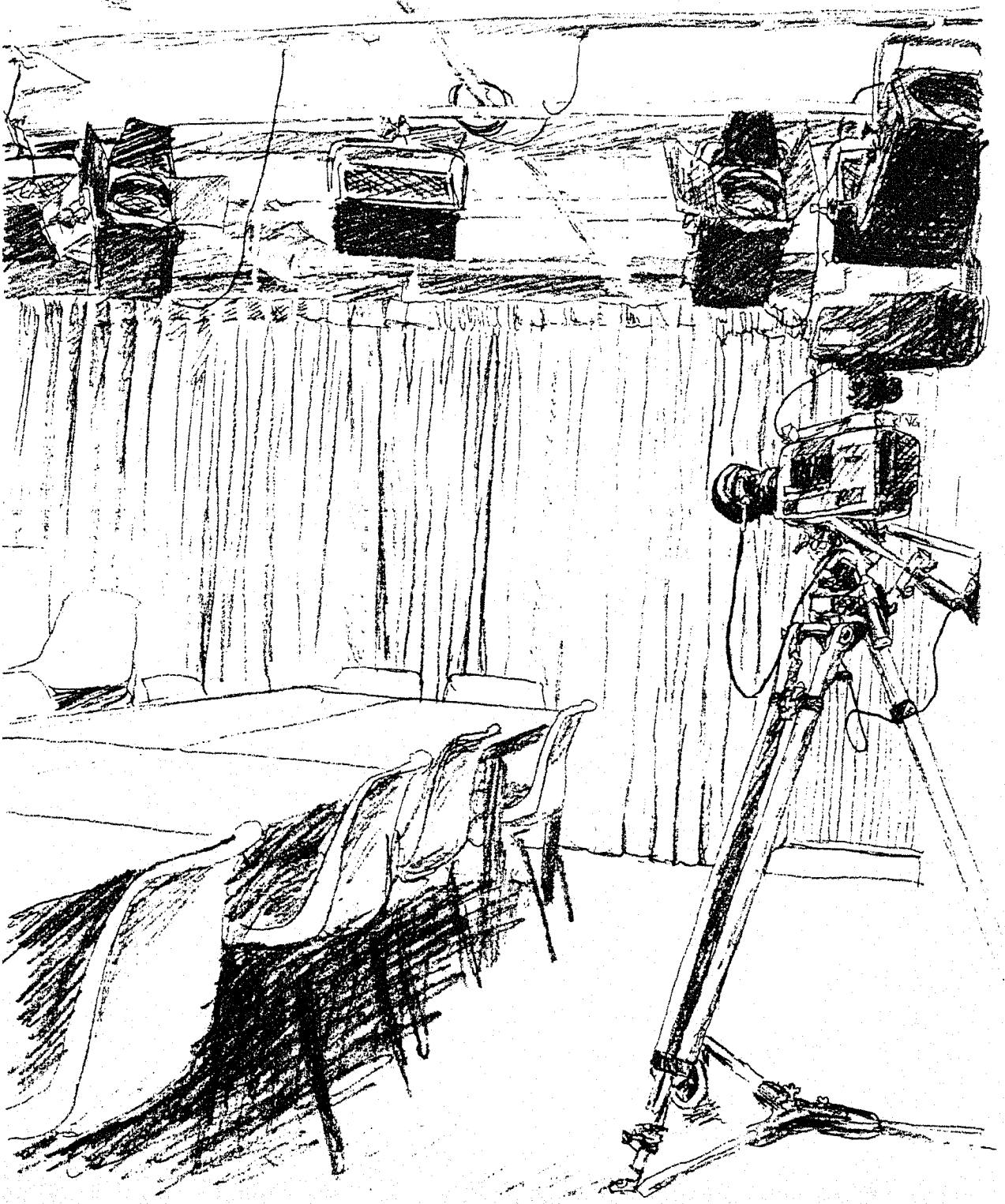
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### ● **Swedish for Beginners**

The Language Centre started to offer beginner's courses in Swedish in 1993-94. These courses are designed for complete beginners and will provide the students with a basic knowledge of Swedish. The emphasis will be upon spoken Swedish but an element of reading and writing will also be included.

*Enquiries:* Telephone number 859 2000/859 2001

**GENERAL INFORMATION**





## ***Examinations and Certifications***

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Since many students in Hong Kong have found that examinations provide useful motivation, and generally a useful form of certification, various opportunities are offered:-

### ***Degree Courses in French and German***

For examination and coursework assessment, please refer to the University Calendar for details.

### ***Certificates in French and German***

The Language Centre has introduced certificate programmes for French and German. Please refer to pages 25 - 26 and pages 28 - 29 for details.

### ***Italian, Spanish and Swedish***

No formal examinations are offered at present, but the Director is prepared to assist students who have satisfactorily completed such a course by supplying them with a Certificate of Satisfactory Attendance in the form of a letter.



## *Enrolment*

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There are 3 kinds of course application forms:

one for Beginners courses,  
one for Intermediate courses,  
and one for Advanced courses.

**YOU SHOULD NOT SUBMIT MORE THAN ONE APPLICATION FORM FOR EACH LEVEL.** Failure to observe the above rule when applying for courses will render your application(s) invalid! Also, because of the very heavy demands made on your time by learning a new language such as French, German, Italian, Spanish or Swedish, you are advised to join **only one of these groups of courses.**

It is important to remind you that these courses are not lectures which you can, with a minimum of effort, simply sit through to acquire some new information; they are language courses, and are designed as such to teach you particular skills. In return you will often need to work hard both inside and outside of the classroom to derive the maximum benefit from the tuition.

As the number of applicants for the courses generally far exceeds the number of places, selection will be made. If you are offered a place in one or more of the courses, **please ensure that there are no time clashes.**

All courses cater primarily for **undergraduates.** The mounting of all courses is subject to fulfilling the minimum enrolment number (normally 8). When a course for which you have registered cannot be run as scheduled, you will be informed by phone.

## *Course Deposit*

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You should check the results of your applications on the dates specified and pay your deposit immediately if you accept the offer. Payment of the course deposit and text fee, if applicable, should be submitted **in person** to the Language Centre General Office. Cash will not be accepted. Cheques should be crossed and made payable to *The University of Hong Kong*. The offer of admission will be nullified and given to another student on the waiting list if the cheque is not received before the set deadline.

Only those who have attained an attendance of not less than 80% are eligible for a refund. Please ensure that the name you use to register for a course is the same as your bank account name. Do not, for example, if your name is Chan Tai Wai, register in the class as David Chan; otherwise you might have difficulty getting the refund transferred to your bank account after the completion of the course. Upon satisfactory completion of the course the Finance Office will be notified by the Language Centre of your eligibility for a refund of the course deposit.

## *Waiting List*

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If successful applicants fail to pay the deposits on the dates specified, their places will be given to other students on the waiting lists. The waiting lists, if any, will be displayed on the noticeboard on 7th floor, K.K. Leung Building. Applicants on the waiting lists will **NOT** be notified individually.

## *Leave of Absence*

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A student who cannot attend classes for an interval of 3 to 7 days because of **illness** should write to the Director not later than two days after the leave of absence. Sick leave should be supported by a certificate signed by a registered medical practitioner.

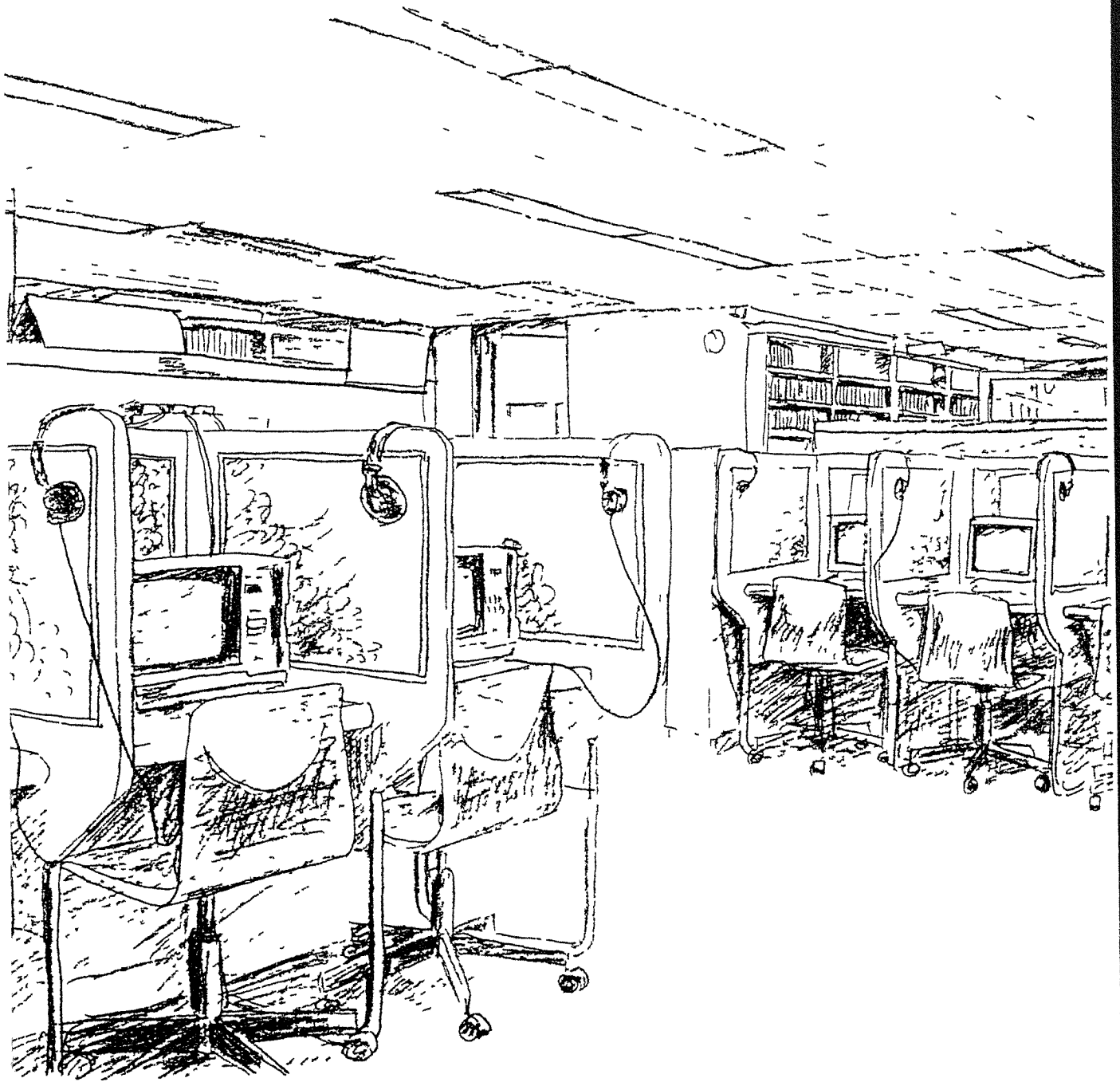
A student who desires leave of absence for more than two full consecutive days for **non-medical** reasons should apply to the Director in writing prior to the commencement of leave, stating the reasons for which the leave of absence is sought and provide supporting documents (e.g. summer vacation Engineering practice arranged by the department).

## *Withdrawal*

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If for any reason you cannot attend the course for which you have registered, you should notify the Director in writing, so that your place can be offered to another applicant in time. The Centre will consider your request for a refund if your reason is justified. If you wish to quit in the middle of the course, you should also give a written notice to the Director.

# LANGUAGE PRACTICE FACILITIES





The Language Centre, apart from its classroom language laboratories (used only for classroom teaching), has one large Language Practice Laboratory in Room 615 in the K.K. Leung Building together with a Language Resource Centre in Room 2-29 in the Old Library Building for self-access language learning. These two facilities are a kind of language audio-visual library in which students can select from a large range of audio, video or CALL (computer-aided language learning) language programmes for use in the laboratory or Resource Centre.

The following facilities are provided:-

- (a) a number of self-access audio listening, recording and playback facilities for a large range of recommended programmes for listening and practice. These programmes are on cassette tapes which are kept on the shelves. A catalogue of tapes in the Laboratory/Resource Centre is available in the room for reference by users.
- (b) a number of micro-computer systems programmed for interactive self-learning software packages. Several of the micro-computer systems in the Practice Laboratory have been equipped with Tian Ma Chinese word-processing packages for practising Chinese Pinyin. Other facilities include an AXCESS video system and a micro-computer based multimedia interactive system with laserdisk and CD-ROM machines for use with English, French and German CALL software.
- (c) a number of self-access video facilities for viewing a range of videotaped materials. An AXCESS interactive video system is also available for use with interactive videotapes specially programmed by teaching staff.
- (d) consultation services are provided by teaching staff for any student who might need assistance or advice on the use of learning materials in the laboratory/Resource Centre.
- (e) a student Activities Room in which current newspapers and magazines are provided, and where students may undertake discussions and other activities on an organized or ad-hoc basis.

Information sheets outlining the use of the above facilities are available in the Laboratory/Resource Centre. No tapes, worksheets or other materials may be removed from the room. If you have any difficulty you may ask the member of staff in attendance at the counter for assistance.

Practice Laboratory opening hours:

	Term Time		Term Breaks	
<b>Language Resource Centre</b>	Mon to Fri Sat	9:00 am - 6:30 pm 11:00 am - 1:00 pm	Mon to Fri Sat	9:00 am - 5:00 pm 11:00 am - 1:00 pm
<b>Practice Laboratory</b>	Mon to Fri Sat	9:00 am - 6:00 pm 9:00 am - 11:00 am	Mon to Fri Sat	9:00 am - 5:00 pm 9:00 am - 11:00 pm
<b>Closed on Sundays, public and University holidays</b> <b>Summer Vacation: Closed on Saturdays</b>				

**Please return this book by date due**



