

Quality Enhancement Grant Scheme

Progress Report

Project No. :

Reporting Period : From September, 2012 (month/year) to February, 2013 (month/year)

Part A

Project Title : Language Enrichment Project for Proficiency and Motivation

Name of Grantee : HKCT Group Limited

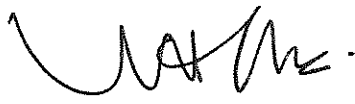
Project Period : From September, 2011 (month/year) to August, 2013 (month/year)

Part B

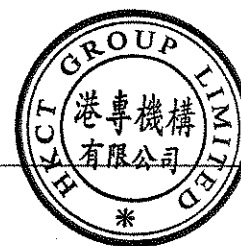
Please use separate A4-size sheets to report the progress with regard to the following aspects:

1. Types and brief descriptions of Project activities held/completed during the reporting period (*the information may be presented in the form of a table*).
2. The dates, time, venues and number of participants / beneficiaries of Project activities held, and resources (e.g. equipment, manpower) used for the implementation of Project activities.
3. Project milestone(s) and deliverables attained at the end of the reporting period and evidence showing the attainment of milestones and deliverables.
4. The percentage, in terms of key tasks, of the Project completed at the end of each reporting period.
5. Project variation*, if any, during the reporting period, together with details and justifications

Signature:



Organisation
Chop:



Name of
Authorised
Person:

CHAN Cheuk Hay

Name of
Grantee
Organisation:

HKCT Group Limited

Position of
Authorised
Person:

Director / President and
Principal

Date:

20 March, 2013

* A *separate* written application should be submitted to the Grantor for *prior* written approval.

Quality Enhancement Grant Scheme

1. Project activities held/completed during the reporting period

Dates, time and venues	Brief descriptions of activities and resources used for implementing the Project *	Number and types of participants (if applicable)
September to October, 2012	<p><u>Revision of promotional plan, activities and teaching materials as well as the year-end project evaluation</u></p> <p>With the first project year experience, promotional plan, Brighter P training and Boarder P activities were revised based on the students' and teachers' feedback.</p>	
17 September to 16 October, 2012	<p>Brighter P promotion has been started earlier compared to that of last year as reported in the first Progress Report. Introductory sessions for Project promotion were conducted in the first two weeks after school day commencement in mid September. Similar to the first year, propaganda materials like PowerPoint and posters were prepared and a 15-minute Project briefing was given to every year 2 and year 3 Higher Diploma classes (Annex 1 – PowerPoint for Project promotion & Annex 2 – Poster for Project promotion). However, the core medium of the propaganda materials was changed to Chinese instead of English so as to capture students' attention easily.</p>	
	<p>Based on the teaching and learning effectiveness; in addition to the teachers' and students' feedbacks on the Project in the first project year, some changes have been made:</p>	
29 October to 31 December, 2012	<p>For the length and structure of the training, IELTS classes this year were run in an intensive mode, from one lesson per week in seven months last year to two lessons per week in three months this year. In addition, the training was no longer divided into different modules based on the four papers as in the last year; but an integrated as one comprehensive course. While the length and structure of PSC classes remains unchanged.</p>	
	<p>As the structure of the IELTS course was different this year as mentioned above, the year-end project evaluation form for student registrants of Brighter P was revised as shown in Annex 3</p>	

Quality Enhancement Grant Scheme

Dates, time and venues	Brief descriptions of activities and resources used for implementing the Project *	Number and types of participants (if applicable)
24 September to 28 September, 2012	<p>(Brighter P IELTS training evaluation 2012-13).</p> <p>Regarding the class time and venue, more choices on timeslot and venue were available. For instance, evening class introduced in MOS and HMT campuses were arranged.</p> <p>The developed teaching materials (as reported in the first progress report) for both IELTS and PSC training remained unchanged and were adopted again in this project year.</p> <p>Promotion for Broader P was similar to that of last year. Activities and services were introduced by class teachers during the second English lessons in late September. And the experience of the co-curricular project, 'Continuous Learning Project (CLP)' last year was proved to be effective in encouraging students to join the activities and make use of the resources provided by the Project so it was fine-tuned and launched again as shown in Annex 4 (Co-curricular Project 2012-13).</p> <p>Social chat sessions in Putonghua were cancelled but the number of English sessions was increased to four sessions every week based on their popularity.</p>	
8 October 2012 to 28 February 2013	<p><u>Provision of programme activities and services: Broader P</u></p> <p>Social chat sessions in English, Japanese and Korean have been held every week. During each 35-minute (for Japanese and Korean) or 45-minute session (for English), students can join and practise their target language with the native speaker (Annex 5 – Timetable of Social chat sessions & Annex 6 – Pictures of social chat sessions). As at 31 August, there have been 84 sessions with 336 students participated.</p> <p>Four language immersion events were held within the reporting period to raise students' interest and awareness in foreign languages and cultures namely:</p>	<p>980 students</p> <p>15 – 688 students</p>

Quality Enhancement Grant Scheme

Dates, time and venues	Brief descriptions of activities and resources used for implementing the Project *	Number and types of participants (if applicable)
	<ol style="list-style-type: none"> 1. Foreign Cuisine Luncheon 2. Halloween Face Painting 3. Christmas Carnival 2012 4. Putonghua Talk Show Contest (Annex 7 – Details of the language immersion events & Annex 8 - Pictures of the language immersion events)	
29 October, 2012 – present	<p><u>Conducting pre-test and workshops/tutorials: Brighter P</u></p> <p>103 Brighter P applications were received (73 and 30 for IELTS and PSC trainings respectively) and 59 of them were shortlisted to join the Project in the end based on teachers' recommendations and language proficiency.</p> <p>Trainings for the two tests have been scheduled in different course structures (Annex 9 – Training schedule of Brighter P) based on the students' and teachers' feedback and the first Project year experience.</p> <p>Brighter P workshops for IELTS and PSC training commenced in late October 2012. 35 shortlisted students in five classes participating in IELTS training took part in a 2.5-hour training workshops twice every week (i.e., 40 hours in 8 weeks in total). The training aimed to acquaint students with the test skills in general. Students had sat a pre-test of each paper before they were coached in a particular English area. All training classes have finished by the end of December, 2012. The students are expected to sit the real IELTS test between Jan and April 2013.</p> <p>24 registrants for PSC training were divided into three groups and attended the 2.5-hour weekly training workshops from late October to present. The training is expected to complete in early April and each registrant will have finished a 40-hour training. All students participating in the PSC training are expected to sit the real PSC between April and August, 2013.</p> <p>The test results and training evaluation will be reported in the</p>	<p>103</p> <p>35</p> <p>24</p>

Quality Enhancement Grant Scheme

Dates, time and venues	Brief descriptions of activities and resources used for implementing the Project *	Number and types of participants (if applicable)
	Final Evaluation Report.	
<p>* Evidence showing the attainment of milestones scheduled for completion during the reporting period should be attached (e.g. photos, learning materials, webpage screens, promotion leaflets / posters, relevant reports, etc.).</p>		

2. The percentage, in terms of key tasks, of the project completed at the end of the reporting period

Milestones scheduled for completion during the reporting period **	% attained	Remarks
Revision of promotional plan, activities and teaching materials as well as the year-end project evaluation	100%	Necessary revision of the Project plan, activities, materials and evaluation has been made and accomplished as at December 2012.
Provision of programme activities and services: Broader P	100%	All language activities and services such as social chat sessions and language immersion events scheduled in the reporting period have been completed.
Conducting pre-test and workshops/tutorials: Brighter P	100%	Every registrant of Brighter P has taken a pre-test for IELTS and / or PSC. Both IELTS and PSC training workshops / tutorials have started since late October, 2012. IELTS workshops finished in late December 2012 while PSC classes will be carried on till April 2013.
Overall Project	75%	
<p>** Please seek prior approval from the QEGS Secretariat if the project milestones cannot be completed at the end of the reporting period.</p>		

Quality Enhancement Grant Scheme

3. Project variation (a separate written application should be submitted to the QEGS Secretariat for prior written approval.)

Descriptions of variations (e.g. change of the project scope or duration, deferral of completion date, relocation of an amount exceeding 10% between items of expenditure in the budget)	Date of approval sought from QEGS Secretariat
N/A	N/A

4. Financial position as at the end date of the reporting period

Expenditure items	Approved budget (a)	Committed or actual expenditure (b)	Balance [(a)-(b)]
a. Manpower	HK\$1,479,000.00	HK\$1,067,108	HK\$411,892
b. Equipment / facilities	n/a	n/a	n/a
c. Services	n/a	n/a	n/a
d. General expenses	HK\$300,300.00	HK\$229,018	HK\$71,282
e. Others	HK\$152,700.00	HK\$106,950.00	HK\$45,750.00
Total	HK\$1,932,000.00	HK\$1,403,076.00	HK\$528,924.00
<i>Project Income (if any)</i>			<i>n/a</i>
Total Balance			HK\$528,924.00