

II Project Information

Project Title (in English)

Developing course materials for Chinese teaching at Level 4 of the Qualifications Framework

Project Title (in Chinese)

資歷架構第四級中文教材編寫計劃

A. Project Summary

(please provide an executive summary of the project proposal in no more than 500 words).

With the advent of the 21st century, and the growing importance of Chinese language in the world, there is a higher expectation on the performance of students graduating from tertiary education in Hong Kong. Employers from all sectors are looking for graduates who are good communicators and are capable of writing good Chinese. How to enhance students' learning of Chinese language has become an important issue among educators in tertiary institutions. In view of this, a proposal is made aiming at enhancing the Chinese language proficiency of the post-secondary students.

The objective of this proposal is to develop course materials for the teaching and learning of Chinese language at Level 4 of the Qualifications Framework. At present, while Chinese language is taught in every tertiary institution, there is little sharing of experiences among educators, especially in the aspect of teaching materials. This proposal intends to conduct a full review of the situation, and to develop course materials for Chinese teaching in the tertiary institutions. The final product will meet the needs of training students at Level 4 of the QF. The course materials will be suitable for use for enhancing Chinese language proficiency of students studying Diplomas, Higher Diplomas, Associate Degrees, and those of the equivalent level.

To assure the quality of the work, teaching forum/seminar will be held to facilitate the sharing of experiences among peers and consultants, and trials will be conducted at different tertiary institutions to test the effectiveness of the materials developed. Revisions would be made continuously to ensure that the materials meet the practical needs of Chinese language teaching.

The project will be undertaken by a group of well-experienced teachers from SCOPE, City University of Hong Kong. The duration for the project is 2 years. Work includes:

1. Developing course materials for Chinese teaching at Level 4 of the Qualifications Framework;
2. Reviewing the situation of the Chinese teaching at different tertiary institutions in Hong Kong; and
3. Conducting forum/seminar on Chinese teaching at tertiary institutions in Hong Kong.

B. Project Objectives

(please identify the needs of the target recipients and explain how the project aims to address the needs).

With the passing into law of the Accreditation of Academic and Vocational Qualifications Bill in 2007 and the implementation of the Qualifications Framework (QF) in 2008, the language teaching in Hong Kong is deemed to undergo great changes in future development. It is expected that in the future students' proficiency of languages can be assessed by the 7 levels of QF. For high school graduates, they should attain level 1 and 2 of QF; and for graduates from post-secondary institutions, they should attain level 3 and 4. In this regard, a set of course materials specifically designed for the teaching and learning of Chinese for tertiary students is much needed. This project addresses the above need and aims to provide a well-designed set of course materials for the use of tertiary educators. The project will significantly enhance Chinese language teaching and learning in Hong Kong.

Though the project will be undertaken by teachers from the City University, efforts will be made to invite inputs from other tertiary institutions. Peers from other tertiary institutions will be invited to share experiences, and to use the new-designed course materials on a trial basis before the formal launching of the products. A close linkage will be set up with peers in the tertiary education sector, so as to ensure that the results will meet the needs of the target recipients and will be disseminated to those who find them most useful.

C. Outcomes and Deliverables of Project

(please include the expected number of target beneficiaries and explain how they will benefit from the project).

- Report on survey:
A survey on the teaching materials of the Chinese language in different tertiary institutions of Hong Kong will be conducted. Data will be collected and analyzed, and conclusions and recommendations will be made. A full report will be compiled, and it will be of significant importance to tertiary institutions which provide language teaching in Chinese.
- Publication of teaching materials:
Teaching materials on Chinese language at QF level 4 will be developed. The materials will be suitable for use of Chinese teaching in tertiary institutions. Also, they can be used as textbooks for self-learning purpose for enhancing language proficiency, as well as attaining the standards of the QF levels.
- Forum/seminar:
Forum/seminar will be held. Experts and scholars from Mainland China and Hong Kong will be invited to share their experiences on teaching materials and teaching methods. Peers from other tertiary institutions in Hong Kong will be invited too. One of the main targets of the forum/seminar is to remove the barrier between different institutions, and to set up a united force for the enhancement of Chinese language teaching. As a result, students' proficiency of Chinese language will be enhanced too.

D. Implementation Details

The duration for this project is 2 years, starting from July 2009 to July 2011. Details are as follows:

1. Teaching materials (for QF level 4)

Aim: to develop and publish a set of Chinese language textbook for tertiary students.

Features:

- Content includes learning of Chinese language and phenomena of Chinese language in the context of Hong Kong society;
- Course materials targeting at the QF level 4 will be published.

Targets: Diplomas, Higher Diplomas, AD and students of equivalent level.

Expected date of completion: July 2011

2. Teaching materials for trials

Aim: to collect feedback from users before finalizing the teaching materials.

Features:

- Materials will be compiled in units addressing to different topics. User can select different units (topics) for trials and incorporate them to their teaching curriculum. Once a unit (topic) has been completed, tertiary institutions will be invited to use the materials for trial.
- Trial period: January 2010 – December 2010

3. Teaching forum/seminar and sharing:

Aim: to invite experts/ scholars to share their experiences, and to provide an opportunity for language teachers in different tertiary institutions to share their ideas and give feedbacks after the trials.

Time: January 2011, after the teaching materials have been used for trials.

Targets: language experts/scholars, language teachers in tertiary institutions (especially those who have used the materials for trials.)

4. Survey on Chinese language teaching in tertiary institutions in Hong Kong

Aim: to survey on the teaching contents and curriculum of Chinese language in tertiary institutions of Hong Kong; to analyze and interpret the data; and to give recommendations on the future development of Chinese language teaching in tertiary education in Hong Kong.

Feature: the collected data can be used as basis for developing teaching material, and the results of the survey can be disseminate to other tertiary institutions for reference use, thus promoting the understanding and cooperation among different tertiary institutions in Hong Kong.

Expected date of completion: January 2010

E. Implementation Schedule <i>(Please extend this table if necessary.)</i>		
Estimated start date of project:		<u>July 2009</u>
Action <i>(please indicate key milestones)</i>	Timeframe	Cashflow Requirement
Survey & Report: <ul style="list-style-type: none"> ● Collection of Chinese language teaching data in tertiary institutions ● Preparation work and survey ● Analyzing data, writing of report ● Report completed 	July 2009 to December 2009	174,500
<ul style="list-style-type: none"> ● Developing teaching materials (stage 1) ● Teaching materials on trial (stage 1) 	January 2010 to June 2010	313,500
<ul style="list-style-type: none"> ● Developing teaching materials (stage 2) ● Teaching materials on trial (stage 2) ● Revise teaching materials 	July 2010 to December 2010	263,000
<ul style="list-style-type: none"> • Forum/seminar and sharing session • Completion of teaching materials 	January 2011 To June 2011	148,000

Estimated completion date of project:

June 2011

F. Project Budget						
Projected Expenditure <i>(Please provide detailed breakdown under each item)</i>	Amount in HK\$					
	Year 1	Year 2	Year 3	Year 4	Year 5	Total
a. Manpower						743,000
Research assistant (part-time) \$9,000 x 12 months	108,000					
Analyzing of data and writing of report \$800 per hour x 100 hrs	80,000					
Developing teaching materials \$800 per hour x 600 hours	240,000	240,000				
Consultants	20,000					
Guest speakers from overseas – travel, hotel & other expenses for 4-5 experts to join as speakers in seminar		55,000				
b. Equipment / Facilities						6,000
Laptops	6,000					
c. Services						10,000
Layout and design of teaching materials		10,000				
d. General Expenses						
Printing of reports	15,000					
Photocopy of materials on trial		5,000				
Printing of teaching materials		30,000				
Books, stationery, etc.	4,000	4,000				
Crew for organizing seminar – outside services, teaching staff & admin/support personnel exp		30,000				88,000

e. Others (e.g. auditor's fee)						52,000
Expenses on forum/seminar: venue \$600 x 8 hrs; publicity/printing/postage \$5,000; Hospitality/reception & other exp \$5,200; Costs associated with experts validating papers for the seminar \$10,000		25,000				
Contingency (3%)	15,000	12,000				
Total Expenditure :	488,000	411,000				899,000

Projected Income	Amount in HK\$					
	Year 1	Year 2	Year 3	Year 4	Year 5	Total
a. (e.g. fees received)						
b.						
c.						
Total Income :						

Sources of Funding

- a. Amount of grant sought under this application: \$899,000
- b. Other sources of funding (*this may include donations, contributions from the applicant/its parent organization, etc. Please give the name(s) of the sponsor(s), the amount of funding, and indicate whether the funding has been secured.*):
 - (i) _____
 - (ii) _____
 - (iii) _____
 - ... _____

G. Monitoring and Self-evaluation Mechanism

- Regular meetings will be held among project team members to evaluate the progress and results of the project.
- SCOPE, City University of Hong Kong will set up a monitoring committee to monitor and assess the progress of the project.
- The external consultants of the project will give advices on regular basis on the followings:
 - implementation of the project;
 - quality of the course materials developed;
 - effectiveness of the trials
 - preparation work for the forum/seminar.

H. Management Support and Key Personnel Involved

- Key persons include: Dr. Serina Lai, Dr. Aileen Chan, Dr. Wong Fu Wing, Mrs. Josephine Chou, Dr. Vicky Law, Dr. Lau Wai Lam, Mr. Li Chi Ming, and Dr. Tang Lap Kwong.
All are full time staff of the City University of Hong Kong and have been teaching Chinese language for more than 15 years. The team might also invite language experts/scholars from other tertiary institutions to join the group.
- Professional staff from SCOPE will provide management support to the project.

I. Special Justifications if the Grant Sought Exceeds \$2 million

III Other information

1 Project Sustainability (*If applicable, please describe how the recurrent expenditure involved will be met after completion of the proposed project*)

The project's results will extend beyond the period of the grant:

- The teaching materials developed can be used as textbooks for teaching Chinese in tertiary institutions, and they set the standards of Chinese language at QF 4.
- The products of the project (teaching materials on Chinese) will be disseminated to other tertiary institutions, so that they can make free use of the teaching materials and incorporate them to their own teaching curriculum.

2 Preparatory work done (*If any*)

3 Past experience in organizing projects of similar or relevant nature and achievements (*If any*)

Members taking part in the project are all well-experienced Chinese language teachers. They have been working closely together as a team in the City University of Hong Kong for the past 16 years. Apart from teaching, they have collaborated in a number of activities aiming at enhancing the Chinese language proficiency in Hong Kong. For examples:

- Publication of “*Communication in Chinese: Fundamentals*” and “*Communication in Chinese: On Writing*” (《中文傳意 - 基礎篇》及《中文傳意 - 寫作篇》). The 2 books were published by The City University of Hong Kong Press in 2001. Many tertiary institutions have adopted the books as textbooks or references. Up till now, more than 5000 copies have been sold.
- In 1999: Organized “The 4th International Conference on Modern Practical Writing” in Hong Kong. The conference papers were compiled in 3 volumes and published after the conference.
- In 2004: Jointly organized with Wuhan University “Cross-strait International conference on Language Education” held in Wuhan. The conference papers were compiled and published by the Hubei People’s Press in 2005.
- In 1995: Survey on the use of Chinese language in the workplace. A report on the survey was released and published.