# Report on the Review Surveys of the **THIRD** Strategy on Information Technology in Education [Appendices]
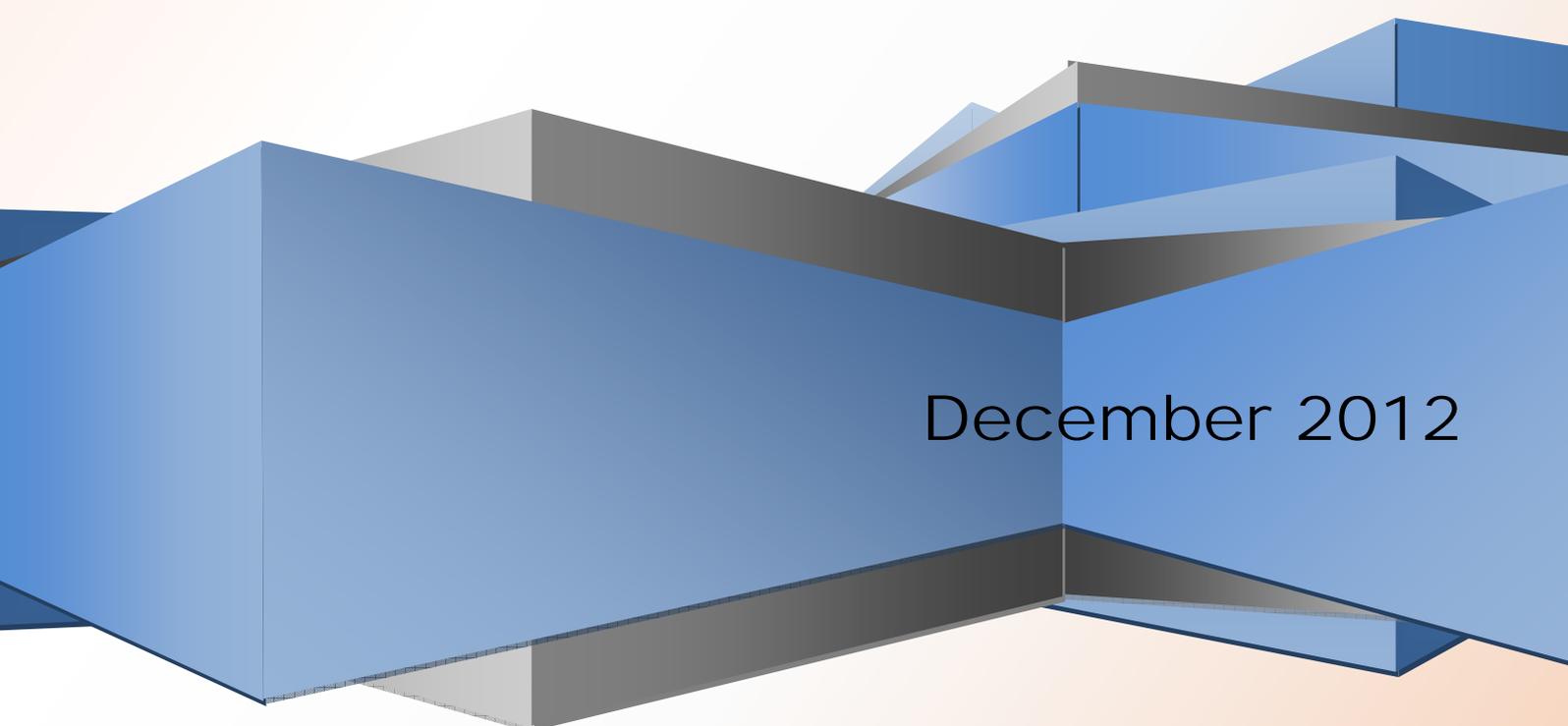
**December 2012**

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# Appendix 1: Construct Map of Review Survey(s)

| Phase (I) Study[i] Review Areas | Selected Phase (I) Study Indicators | UNESCO Study Review Areas | Selected UNESCO Study Indicators | Review Survey(s) Review Areas (Related Action No. of the Third Strategy[ii]) | Possible / Modified* Indicators for Review Survey(s) [# denotes indicators which are excluded from Review Survey(s)] |
|---|---|---|---|---|---|
| **Input Dimension** <br><br> EV1 Students' Perception of Learning with IT | | | | | |
| EV2 Teachers' IT Competency as well as Teachers' & School Heads' Perception of ITEd | **Teachers' Competency in ITEd** <br> I. Teachers' IT competency <br> (1) Teachers' overall level of IT competency <br> (2) School heads' views on teachers' IT competency in the school <br> (3) Teachers' / therapists' self-evaluated level of confidence in selecting appropriate IT resources for students <br><br> **Teachers' & School Heads' Perception of ITEd** <br> I. Teachers' ITEd perception – roles of teachers <br> (1) Teachers' / therapists' perceived roles when applying IT in learning and teaching | Teaching Professionals Use and Teaching | (1) Level of expertise in the use of ICT[iii] | (1) IT Deployment for Learning / Teaching (1 & 2) | From Phase (I) Study <br> (1) Teachers' overall level of IT competency[#] <br> (2) School heads' views on teachers' IT competency in the school[#] <br> (3) Teachers' / therapists' self-evaluated level of confidence in selecting appropriate IT resources for students (Modified to --- Teachers' / therapists' self-evaluated level of confidence in using IT resources in teaching*) <br> (4) Teachers' / therapists' perceived roles when applying IT in learning and teaching (Modified to --- Teachers' / therapists' perceived roles in ITEd development*) <br><br> From UNESCO <br> (1) Level of expertise in the use of ICT[#] <br><br> Target Indicator(s) <br> (1) Human resources <br> (2) Teachers' confidence in using IT |
| **Input Dimension** <br><br> EV3 Community-wide Support & Parents' Involvement | **Parents' Involvement in Promotion of ITEd** <br> I. Home-school collaboration <br> (1) School heads' views on the kind of home-school collaboration activities / measures and promotion of ITEd activities / programmes which school has organised / participated <br> (2) School heads' self-evaluation on whether schools have appropriate measures to engage parents' involvement in the promotion of learning and teaching with IT | Student use and learning | (1) Number of learners with ICT access outside school | (1) Parental Support (6) <br><br> (2) IT Deployment in School (6 & 7) | From Phase (I) Study <br> (1) School heads' views on the kind of home-school collaboration activities / measures and promotion of ITEd activities / programmes which school has organised / participated <br> (2) School heads' self-evaluation on whether schools have appropriate measures to engage parents' involvement in the promotion of learning and teaching with IT <br> (3) Parents' and students' views on the adequacy of IT facilities at home (Modified to --- School heads' views on the adequacy of IT facilities at home*) <br> (4) School heads' views on the ways to communicate with parents <br> (5) School heads' views on the way(s) that PTA can help in ensuring |

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| | II.   Parents as the supporters and motivators for students learning with IT<br>(1)   Parents' and students' views on the adequacy of IT facilities at home<br><br>III.   Parents' use of IT as a communication tool<br>(1)   School heads' views on the ways to communicate with parents<br><br>IV.   Role of parents to ensure students' understanding of ethical, legal and health issues involved in using IT<br>(1)   School heads' views on the way(s) that PTA can help in ensuring students' understanding of ethical, legal and health issues involved in using IT<br><br>**Community-school Collaboration**<br>I.   Help offered to the poor / needy students<br>(1)   School takes measures to cater for poor students' needs of IT resources / support<br>(2)   School heads' self-evaluation on whether schools have appropriate measure(s) to address digital divide issue<br>(3)   Families with Personal Computer(s) at Home by Monthly Family Income<br>(4)   Families with Internet Access at Home by Monthly Family Income | | | | students' understanding of ethical, legal and health issues involved in using IT<br>(6)   School takes measures to cater for poor students' needs of IT resources / support<br>(7)   School heads' self-evaluation on whether schools have appropriate measure(s) to address digital divide issue<br>(8)   Families with Personal Computer(s) at Home by Monthly Family Income (Modified to --- Families with Personal Computer(s) at home*)<br>(9)   Families with Internet Access at Home by Monthly Family Income (Modified to --- Families with Internet Access at home*)<br><br>From UNESCO<br>(1)   Number of learners with ICT access outside school<br><br>Target Indicator(s)<br>(1)   Availability & type(s) of mechanism(s) / measure(s) deployed<br>(2)   Provision of computers & Internet access at home<br>(3)   Parents' participation |

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| **Context Dimension**<br><br>EV4 School ITEd Curriculum[iv] | **School ITEd Curriculum**<br>I.   IT Learning Targets<br>(1) Frequency of students' use of computers in school<br>(2) Students' views on the ways they learn knowledge and skills of IT<br>(3) Information on school ITEd curriculum<br>(4) School heads' self-evaluation on opportunities for students to learn the knowledge and skills of IT<br>(5) School heads' self-evaluation on teachers' provision of opportunities to students to learn IT knowledge across school curriculum<br>(6) ITEd Team's views on the incorporation of Information Literacy in school curriculum<br>(7) School heads' views on the frequency of IT use in various KLAs<br>(8) Students' view on KLAs in which teachers frequently use computers in class<br>(9) Teachers' views on the type of school task(s) that they use IT<br><br>II.  The use of IT across KLAs / generic skills<br>(1) School heads' views on the school curriculum design with integrated use of IT | Curriculum Textbooks / | (1) Existence of a prescribed curriculum at all levels, both formal and non-formal and those for minorities and with special needs that incorporates ICT (to be sourced from both national and school levels)<br>(2) Manner in which ICT is introduced or being taught in the school and the hours spent on its teaching<br>(3) Educational levels at which ICT is introduced as a separate subject<br>(4) Subjects into which ICT is introduced<br>(5) Extent of ICT integration in the curriculum<br>(6) Purposes for which computers are being used for instruction in schools at the pre-school, elementary, secondary and non-formal education levels | (1) IT Deployment for Learning / teaching (1, 2 & 8)<br><br>(2) IT Deployment in School (1) | From Phase (I) Study<br>(1) Frequency of students' use of computers in school [Modified to --- Availability of computer room(s) for student use beyond school hours*]<br>(2) Students' view on the ways they learn knowledge and skills of IT (Modified to --- Ways that students learn knowledge and skills of IT*)<br>(3) School heads' self-evaluation on opportunities for students to learn the knowledge and skills of IT[#]<br>(4) School heads' self-evaluation on teachers' provision of opportunities to students to learn IT knowledge across school curriculum [Combined with (3) and modified to --- School heads' self-evaluation on provision of opportunities for students to learn the knowledge and skills of IT*]<br>(5) Information on school ITEd curriculum<br>(6) ITEd Team's views on the incorporation of Information Literacy in school curriculum (Modified to --- Incorporation of Information Literacy in school curriculum*)<br>(7) School heads' views on the frequency of IT use in various KLAs (Modified to --- Extent of teachers' computer use in class*)<br>(8) Students' views on KLAs in which teachers frequently use computers in class (Modified to --- Extent of teachers' use of IT in various subjects / KLAs*)<br>(9) Teachers' views on the type of school task(s) that they use IT (Modified to --- Teachers' ways of using IT*)<br>(10) School heads' views on the school curriculum design with integrated use of IT |

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| | | | | (2) IT Deployment in School (1) *cont.* | From UNESCO<br>(1) Existence of a prescribed curriculum at all levels, both formal and non-formal and those for minorities and with special needs that incorporates ICT (to be sourced from both national and school levels)[#]<br>(2) Manner in which ICT is introduced or being taught in the school and the hours spent on its teaching<br>(3) Educational levels at which ICT is introduced as a separate subject (Modified to --- ICT is introduced as a separate subject*)<br>(4) Subjects into which ICT is introduced<br>(5) Extent of ICT integration in the curriculum<br>(6) Purposes for which computers are being used for instruction in schools at the pre-school, elementary, secondary and non-formal education levels[#] |
| **Context Dimension**<br><br>EV4 School ITEd Curriculum (cont'd) | | | | | Target Indicator(s)<br>(1) Availability of computer rooms(s) for student use beyond school hours<br>(2) Information about school's ITEd curriculum<br>(3) Way(s) of using IT<br>(4) Extent of IT use |

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| EV5 School Professional Development in ITEd (Training Opportunities) | **School Professional Development in ITEd (Training Opportunities)** <br> I. Types & effectiveness of ITEd professional development <br> (1) Training received by school teachers to equip themselves with knowledge and skills <br> (2) Teachers' / therapists' views on the types and modes of ITEd professional development they would like to have <br> (3) Teachers' / therapists' experience in the participation of ITEd professional development <br> (4) School heads' views on the types and modes of ITEd professional development they would like to have | Teaching Professionals Use and Teaching | (1) Percentage of teaching professionals who acquired pre-service training on ICT (sourcing from national and school levels) <br> (2) Percentage of teaching professionals who received training in the last 3 years as part of in-service training <br> (3) Level of ICT training (basic, intermediate, advanced) for both pre-service and in-service <br> (4) Number of hours teachers are trained <br> (5) Reasons for participating in ICT training <br> (6) Use of Internet for teaching and how often | (1) IT Deployment in School (1&2) <br><br> (2) School Expectations on ITEd (2) | From Phase (I) Study <br> (1) Training received by school teachers to equip themselves with knowledge and skills <br> (2) Teachers' / therapists' views on the types and modes of ITEd professional development they would like to have[#] <br> (3) Teachers' / therapists' experience in the participation of ITEd professional development <br> (4) School heads' views on the types and modes of ITEd professional development they would like to have <br><br> From UNESCO <br> (1) Percentage of teaching professionals who acquired pre-service training on ICT (sourcing from national and school levels)[#] <br> (2) Percentage of teaching professionals who received training in the last 3 years as part of in-service training[#] <br> (3) Level of ICT training (basic, intermediate, advanced) for both pre-service and in-service[#] <br> (4) Number of hours teachers are trained[#] <br> (5) Reasons for participating in ICT training[#] <br> (6) Use of Internet for teaching and how often <br><br> Target Indicator(s) <br> (1) Teachers' professional development on ITEd <br> (2) Way(s) of using IT <br> (3) Professional Support[v] |
| **Context Dimension** <br><br> EV6 School Leadership | **IT Plan / Policy** <br> I. ITEd plan – learning <br> (1) Statements of visions and goals in ITEd plans <br> (2) School heads' views on the contribution from different stakeholders to the formulation of ITEd plan <br> (3) School heads' views on how well the ITEd plans are implemented <br> (4) School heads' views on the obstacles to the implementation of ITEd plan <br><br> II. ITEd plan – resources and support <br> (1) ITEd team's views on whether ITEd plan matches with the needs of teachers, parents, | ICT-Based Policy and Strategy | (1) National / sub-national policy for ICT in education (formal and non-formal) <br> (2) Master Plan with a time frame <br> (3) Budget plan and appropriations <br> (4) Proportion of budget on ICT for education vis-à-vis national budget for education in US Dollars as well as ICT items / activities on which the money is spent on | (1) IT Deployment in School (3) <br><br> (2) IT Deployment for Learning / Teaching (1&2) <br><br> (3) Resources (4) <br><br> (4) School Expectations on ITEd (2) | From Phase (I) Study <br> (1) Statements of visions and goals in ITEd plans <br> (2) School heads' views on the contribution from different stakeholders to the formulation of ITEd plan[#] <br> (3) School heads' views on how well the ITEd plans are implemented <br> (4) School heads' views on the obstacles to the implementation of ITEd plan <br> (5) ITEd team's views on whether ITEd plan matches with the needs of teachers, parents, students and society (Modified to --- School heads' views on whether ITEd plan matches with the needs of parents, students and society*) <br> (6) Whether school has a clear school-based ITEd plan to portray the infrastructure requirements <br> (7) Whether school has a clear school-based IT plan to portray the |

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| | students and society<br>(2) Whether school has a clear school-based ITEd plan to portray the infrastructure requirements<br><br>**Teachers' Perception of IT Plan / Policy**<br>I. Feeling of support<br>(1) Whether school has a clear school-based IT plan to portray the ITEd professional development for teachers | | (5) Organisational structure responsible for implementing the master plan<br>(6) Scope and level of ICT programme<br>(7) Monitoring and evaluation scheme or mechanism<br>(8) Statement of inclusion of women, minorities, and those with special needs in ICT policy<br>(9) Manner by which the country and schools implement ICT for education if no ICT policy exists<br>(10) Existence of technology master plan in schools | | ITEd professional development for teachers[#]<br><br>From UNESCO<br>(1) National / sub-national policy for ICT in education (formal and non-formal)[#]<br>(2) Master Plan with a time frame<br>(3) Budget plan and appropriations<br>(4) Proportion of budget on ICT for education vis-à-vis national budget for education in US Dollars as well as ICT items / activities on which the money is spent on (Modified to --- Proportion of budget on ITEd*)<br>(5) Organisational structure responsible for implementing the master plan<br>(6) Scope and level of ICT programme[#]<br>(7) Monitoring and evaluation scheme or mechanism<br>(8) Statement of inclusion of women, minorities, and those with special needs in ICT policy[#]<br>(9) Manner by which the country and schools implement ICT for education if no ICT policy exists[#]<br>(10) Existence of technology master plan in schools<br><br><br>Target Indicator(s)<br>(1) Human resources<br>(2) Financial resources<br>(3) School-based ITEd Development Plan<br>(4) Satisfaction with school current ITEd development<br>(5) Technical support |
| **Context Dimension**<br><br>EV7<br>Digital Resources & Infrastructure | **School's e-learning Platform / Internet and Other Digital Resources**<br>I. Types, quantity and quality of resources and support<br>(1) School heads' views on the development and management of school-based digital resources<br>(2) School heads' views on the importance of the sources of digital resources<br>(3) Schools' provision of school homepage and / or e-learning platform<br><br>**HKEdCity** | I. Curriculum / Textbooks<br>II. ICT Infrastructure and Access | I. Enabling Environment<br>(1) Access to and use of the following by<br>• no. of schools and non-formal learning centres<br>• no. of students / learners<br>• no. of teachers / school staff<br>  i. Electricity<br>  ii. Computers<br>  iii. Handhelds | (1) IT Facilities and Accessibility (4 & 5)<br>(2) IT Deployment in School (3)<br>(3) Resources (4 & 5)<br>(4) School Expectations on ITEd (5) | From Phase (I) Study<br>(1) School heads' views on the development and management of school-based digital resources<br>(2) School heads' views on the importance of the sources of digital resources<br>(3) Schools' provision of school homepage and / or e-learning platform<br>(4) Frequency of teachers using HKEdCity (Modified to --- Whether teachers use free-of-charge or fee-charging resources*)<br>(5) School heads' self-evaluation on whether school has established a mechanism for storing / retrieving digital resources to facilitate teaching, learning and sharing<br>(6) School heads' self-evaluation on the adequacy of up-to-date |

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| | I. Types, quantity and quality of resources and support<br>(1) Frequency of teachers using HKEdCity<br>(2) School heads' self-evaluation on whether school has established a mechanism for storing / retrieving digital resources to facilitate teaching, learning and sharing<br>(3) School heads' self-evaluation on the adequacy of up-to-date digital resources in school<br><br>**School IT infrastructure**<br>I. Types, quantity and quality of resources and support<br>(1) Information about IT facilities and Internet connection provided by the school<br>(2) School allows students to use computer facilities after school<br>(3) Students' views on the opening hours of computer facilities after school<br>(4) School heads' views on the need to upgrade school IT infrastructure<br>(5) School heads' self-evaluation on the provision of up-to-date IT infrastructure | | (PDAs)<br>iv. Telephone<br>v. Intranet<br>vi. Internet<br>vii. TV / VCR / VCD / DVD<br>viii. Radio<br>(2) Number of computers per 100 students / learners<br>(3) Location of computers in schools / NFE centres<br>(4) Existence of software used for teaching and learning and sources of these software<br><br>II. Internet Connectivity<br>(1) Number of computers connected to the Internet either as stand alone or networked<br>(2) Kinds of Internet connection and speed / bandwidth by schools and learners<br>(3) Number of hours in a month used by schools accessing the Internet | | digital resources in school<br>(7) Information about IT facilities and Internet connection provided by the school<br>(8) School allows students to use computer facilities after school<br>(9) Students' views on the opening hours of computer facilities after school [Modified to --- Students' utilisation of computer room(s) after school*]<br>(10) School heads' views on the need to upgrade school IT infrastructure<br>(11) School heads' self-evaluation on the provision of up-to-date IT infrastructure<br><br>From UNESCO<br>(1) Access to and use of the following by<br>• no. of schools and non-formal learning centres<br>• no. of students / learners<br>• no. of teachers / school staff*<br>  i Electricity[#]<br>  ii Computers<br>  iii Handhelds (PDAs)<br>  iv Telephone[#]<br>  v Intranet<br>  vi Internet<br>  vii TV / VCR / VCD / DVD[#]<br>  viii Radio[#]<br>(2) Number of computers per 100 students / learners<br>(3) Location of computers in schools / NFE centres[#]<br>(4) Existence of software used for teaching and learning and sources of these software |

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| **Context Dimension**<br><br>EV7<br>Digital Resources & Infrastructure (cont'd) | | | (4) Access, use or possession of e-mail and websites by no. of schools, no. of teachers and other staff (principal), and learners<br><br>III. Systems and Hardware<br>(1) Number of PCs running on various platforms (Windows, Linux, etc.)<br>(2) Age of computers | | (5) Number of computers connected to the Internet either as stand alone or networked#<br>(6) Kinds of Internet connection and speed / bandwidth by schools and learners<br>(7) Number of hours in a month used by schools accessing the Internet#<br>(8) Access, use or possession of e-mail and websites by no. of schools, no. of teachers & other staff (principal), and learners<br>(9) Number of PCs running on various platforms (Windows, Linux, etc.)#<br>(10) Age of computers#<br><br>Target Indicator(s)<br>(1) Student to computer ratio<br>(2) Availability of computers in school library for student use<br>(3) Availability of computers and digital projectors<br>(4) Availability and type(s) of digital devices for learning purposes<br>(5) Availability of Internet connection<br>(6) Availability of computer room(s) for student use beyond school hours<br>(7) Students' utilisation of computer room(s) after school<br>(8) Availability of digital resources [including e-system(s) / mechanism(s)]<br>(9) Availability & type(s) of mechanism(s) / measure(s) deployed<br>(10) Way(s) of using IT<br>(11) Resources support |

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| **Context Dimension**<br><br>EV8 School Technology-using Culture and ITEd Development | **School IT Culture**<br>I.   School ITEd innovation<br>(1)  Projects / programmes schools took part to explore innovative technology and equipment in learning and teaching<br><br>II.  School ITEd innovation, sharing and collaboration among schools<br>(1)  Whether and how school shares experience in using IT in an innovative way<br>(2)  School's participation in ITEd exhibition / contest / sharing outside school<br>(3)  School's participation in ITEd project / collaboration with higher learning institutions<br><br>**School ITEd Development**<br>I.   School ITEd innovation, sharing and collaboration among teachers<br>(1)  Whether school has attempted innovative use of IT to enhance teaching and learning<br><br>II.  The use of IT embedded into the daily practices of schools<br>(1)  School heads' self-evaluation on IT integration in daily practices in school | | | (1) IT Deployment in School (2 & 5)<br><br>(2) IT Deployment in School for Learning / Teaching (1 & 2) | From Phase (I) Study<br>(1)  Projects / programmes schools took part to explore innovative technology and equipment in learning and teaching<br>(2)  Whether and how school shares experience in using IT in an innovative way#<br>(3)  School's participation in ITEd exhibition / contest / sharing outside school<br>(4)  School's participation in ITEd project / collaboration with higher learning institutions<br>(5)  Whether school has attempted innovative use of IT to enhance teaching and learning<br>(6)  School heads' self-evaluation on IT integration in daily practices in school<br><br>Target Indicator(s)<br>(1)  Availability & type(s) of mechanism(s) / measure(s) deployed<br>(2)  Collaborative project(s) / activity(ies) organised by school<br>(3)  Way(s) of using IT |

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| **Process Dimension**<br><br>EV9 Students' Learning Activities with IT | **Learning with IT**<br>I.   Information processing skills with IT<br>(1) Teachers' / therapists' views on how often they provide students with tasks which require them to build knowledge in using IT<br>(2) Students' self-evaluation on the mastery of information processing with IT<br>(3) School heads' self-evaluation on whether students have applied information processing skills to solve problems in school tasks and real-life situations<br>(4) Teachers' views on the design of learning activities that facilitate students in information processing with IT<br><br>II.  Learning subject matter / knowledge with IT<br>(1) Teachers' / therapists' views on how often they arrange self-study task(s) by allocating digital resources<br>(2) School heads' self-evaluation on whether teachers provide self-study task(s) to students by allocating digital resources | I.  Student Use and Learning<br>II.  ICT Infrastructure and Access | (1) Number of learners with ICT access outside school<br>(2) Actual use of computers and related ICTs in subjects schoolwork<br>(3) Levels of skills in use of various ICT applications<br>(4) Source of learning of computer and ICT-related skills<br>(5) Use of ICT in schoolwork by number of learners and degree of use<br>(6) Access and use of computers after school hours within and outside schools | (1) IT Deployment for Learning / Teaching (1 & 2)<br><br>(2) Students' Awareness / Competency in Use of IT (8)<br><br>(3) Parental Support (6) | From Phase (I) Study<br>(1) Teachers' / therapists' views on how often they provide students with tasks which require them to build knowledge in using IT (Modified to ---Teachers' / therapists' views on how often they provide students with tasks which require them to use IT*)<br>(2) Students' self-evaluation on the mastery of information processing with IT (Modified to --- School heads' self-evaluation on students' mastery of information processing with IT*)<br>(3) School heads' self-evaluation on whether students have applied information processing skills to solve problems in school tasks and real-life situations (Modified to --- School heads' self-evaluation on whether students have applied information processing skills to solve problems in school tasks*)<br>(4) Teachers' / therapists' views on the design of learning activities that facilitate students in information processing with IT<br>(5) Teachers' / therapists' views on how often they arrange self-study task(s) by allocating digital resources[#]<br>(6) School heads' self-evaluation on whether teachers provide self-study task(s) to students by allocating digital resources<br><br>From UNESCO<br>(1) Number of learners with ICT access outside school<br>(2) Actual use of computers and related ICTs in subjects schoolwork[#]<br>(3) Levels of skills in use of various ICT applications (Modified to --- Levels of skills in use of IT*)<br>(4) Source of learning of computer and ICT-related skills[#]<br>(5) Use of ICT in schoolwork by number of learners and degree of use[#]<br>(6) Access and use of computers after school hours within and outside schools<br><br>Target Indicator(s)<br>(1) Availability of computer room(s) for student use beyond school hours<br>(2) Students' utilisation of computer room(s) after school<br>(3) Way(s) of using IT<br>(4) School heads' perception of students' level of competency<br>(5) Proper use of IT |

| Phase (I) Study[i] Review Areas | Selected Phase (I) Study Indicators | UNESCO Study Review Areas | Selected UNESCO Study Indicators | Review Survey(s) Review Areas (Related Action No. of the Third Strategy[ii]) | Possible / Modified* Indicators for Review Survey(s) [# denotes indicators which are excluded from Review Survey(s)] |
|---|---|---|---|---|---|
| **Process Dimension**<br><br>EV10 Teachers' Pedagogical Practices with IT | **Teaching with IT**<br>I. Management of learning with IT<br>(1) Frequency of teachers / therapists using IT in classroom / training / therapy<br>(2) Ways of teachers' / therapists' using IT in the classroom / training / therapy<br>(3) The subject(s) which teachers use computers for teaching most frequently<br><br>**Assessing with IT**<br>I. Assessment of learning with IT<br>(1) Frequency that students submit assignments via various electronic means<br><br>**Creating IT-enriched learning environment**<br>I. Student-centred learning environment with IT<br>(1) Teachers' confidence in supporting students in learning subject matters when using IT | I. Teaching Professionals Use and Teaching<br><br>II. ICT Infrastructure and Access | (1) Purpose and frequency of use of computers by number of teachers<br>(2) Level of expertise in the use of ICT<br>(3) Number of hours per week for ICT-aided instruction | (1) IT Deployment for Learning / Teaching (1 & 2) | From Phase (I) Study<br>(1) Frequency of teachers / therapists using IT in classroom / training / therapy (Modified to --- Whether teachers / therapists use IT in classroom / training / therapy*)<br>(2) Ways of teachers' / therapists' using IT in the classroom / training / therapy<br>(3) The subject(s) which teachers use computers for teaching most frequently<br>(4) Frequency that students submit assignments via various electronic means (Modified to --- Whether students are requested to submit assignments via electronic means*)<br>(5) Teachers' confidence in supporting students in learning subject matters when using IT (Modified to --- Teachers' confidence in using IT for teaching*)<br><br>From UNESCO<br>(1) Purpose and frequency of use of computers by number of teachers<br>(2) Level of expertise in the use of ICT[#]<br>(3) Number of hours per week for ICT-aided instruction[#]<br><br>Target Indicator(s)<br>(1) Teachers' confidence in using IT<br>(2) Way(s) of using IT<br>(3) Extent of IT use |
| **Outcome Dimension**<br><br>EV11 Students' Learning Outcomes in different Key Learning Areas and the Development of Generic Skills | **IT Learning Targets as one of the generic Skills**<br>I. Learning about IT – IT Learning Targets<br>(1) Students' attitude towards social and ethical issues related to the use of IT | | | (1) Students' Awareness / Competency in Use of IT (6) | From Phase (I) Study<br>(1) Students' attitude towards social and ethical issues related to the use of IT (Modified to --- Provision of guidelines on social and ethical issues of using IT for teachers and students*)<br><br>Target Indicator(s)<br>(1) Proper use of IT |

**Appendix 2: Development of Indicators of Review Survey(s)**

| Review Survey(s) | | | Phase (I) Study [1] Selected / Modified* Indicators | UNESCO Selected / Modified* Indicators | Related Action of the Third Strategy |
|---|---|---|---|---|---|
| Review Areas | Identified Indicators | | | | |
| 1. IT Facilities & Accessibility | **1.1 Student to computer ratio** | 1.1.1 No. of computers in school<br>a. total<br>b. by no. of students | Information about IT facilities and Internet connection provided by the school<br><br>School allows students to use computer facilities after school<br><br>Availability of computer room(s) for student use beyond school hours* | Access to and use of the following by a) no. of schools and non-formal learning centres (NFE); b) no. of students / learners, c) no. of teachers / school staff*<br>(1)　Computers<br>(2)　Handhelds (PDAs)<br>(3)　Intranet<br>(4)　Internet<br><br>Number of computers per 100 students / learners | 3.To assist schools to draw up and implement school-based IT in education development plan<br><br>4.To enable schools to maintain effective IT facilities |
| | | 1.1.2 No. of computers in school for student use (excluding computers in staff rooms and general office)<br>a. Total<br>b. by no. of students | | | |
| | **1.2 Availability of computers in school library for student use** | 1.2.1 No. of computers in library for student use | | | |
| | **1.3 Availability of computers and digital projectors** | 1.3.1 In all classrooms (excluding special rooms and laboratories) | | | |
| | | 1.3.2 In all special rooms [2] (including laboratories) | | | |
| | **1.4 Availability and type(s) of digital devices for learning purposes** | 1.4.1 No. of digital projectors (mobile & non-mobile use) | | | |
| | | 1.4.2 No. of electronic whiteboards | | | |
| | | 1.4.3 No. of other digital devices | | | |
| | **1.5 Availability of Internet connection** | 1.5.1 Wi-Fi connection | | Kinds of Internet connection and speed / bandwidth by schools and learners | |
| | | 1.5.2 Bandwidth of Internet connectivity | | | |
| | **1.6 Availability of computer room(s) for student use beyond school hours** | 1.6.1 No. of opening hours of computer room(s) per week for student use beyond school hours | | Access and use of computers after school hours within and outside schools | |
| | | 1.6.2 No. of computers in computer room(s)[3] for student use after school | | | |
| | **1.7 Students' utilisation of computer room(s) after school** | 1.7.1 Average no. of students using computers in computer room(s) beyond school hours per day | Students' utilisation of computer room(s) after school* | | |
| | | 1.7.2 Average no. of hours that each student uses computer in computer room(s) beyond school hours per day | School allows students to use computer facilities after school | | |

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[1]　Phase (I) Study refers to "Phase (I) Study on Evaluating the Effectiveness of the 'Empowering Learning and Teaching with Information Technology' Strategy (2004/2007)"
[2]　Special rooms refer to those rooms mainly used for educational purposes. Each "Remedial Teaching Room" should be counted as one special room
[3]　e.g. MMLC (Multi-media Learning Centre), ITLC (IT Learning Centre), CL(Computer Laboratory)

| Review Survey(s) | | | Phase (I) Study [1] Selected / Modified* Indicators | UNESCO Selected / Modified* Indicators | Related Action of the Third Strategy |
|---|---|---|---|---|---|
| Review Areas | Identified Indicators | | | | |
| 2. Resources | 2.1 Human resources | 2.1.1 No. of staff members responsible for coordinating ITEd development | Teachers' / therapists' perceived roles in ITEd development* | Organisational structure responsible for implementing the master plan | 3.To assist schools to draw up and implement school-based IT in education development plan |
| | | 2.1.2 No. of IT technical support services (TSS) staff members[4] | | | |
| | | 2.1.3 No. of ITEd team members | | | |
| | 2.2 Financial resources | 2.2.1 Average[5] annual ITEd expenditure[6]<br>a. total<br>b. as percentage of school annual expenditure[7] | Whether school has a clear school-based ITEd plan to portray the infrastructure requirements | Budget plan and appropriations<br><br>Existence of technology master plan in schools<br><br>Proportion of budget on ITEd* | |
| | 2.3 Availability of digital resources [Including e-system(s) / mechanism(s)] | 2.3.1 Personalised spaces<br>a. School homepage<br>b. Teacher homepage<br>c. Student homepage<br>2.3.2 Interactive platforms<br>a. Intranet<br>b. e-learning platform [8] / Learning management system (LMS)<br>c. Campus TV<br>d. Others | School heads' views on the importance of the sources of digital resources<br><br>Schools' provision of school homepage and / or e-learning platform<br><br>School heads' views on the development and management of school-based digital resources | Access, use or possession of e-mail and websites by no. of schools, no. of teachers & other staff (principal), and learners | 4.To enable schools to maintain effective IT facilities |
| 3. IT Deployment in School | 3.1 School-based ITEd Development Plan | 3.1.1 Basic information<br>a. type<br>b. average duration<br>c. availability of evaluation mechanism(s) | Statements of visions and goals in ITEd plans<br><br>School heads' views on whether ITEd plan matches with the needs of parents, students and society* | Master Plan with a time frame<br><br>Existence of technology master plan in schools<br><br>Monitoring and evaluation scheme or mechanism | 3.To assist schools to draw up and implement school-based IT in education development plan |
| | | 3.1.2 Consideration(s) / criterion(ia) for developing School-based ITEd development plan | | | |

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4    Non-teaching staff employed for providing IT technical support
5    With reference to the last 2 years' school records
6    Including expenses on i) Employment of TSS personnel; ii) Internet connectivity & security services; iii) Digital resources for learning & teaching; iv) Replacement / upgrading of school's IT; v) Arrangement of maintenance services for school's IT facilities procured by government funds; vi) Extension of opening hours for school's IT facilities; vii) Purchase of IT-related consumables; and viii) Other ITEd-related items
7    Excluding teaching staff salaries
8    E-Learning platform is a learning system developed on the environment of the Internet / Intranet which provides various learning tools such as learning materials / download, assignment submission, on-line tests and learning records, etc.

| Review Survey(s) | | | Phase (I) Study [1] Selected / Modified* Indicators | UNESCO Selected / Modified* Indicators | Related Action of the Third Strategy |
|---|---|---|---|---|---|
| Review Areas | Identified Indicators | | | | |
| 3. IT Deployment in School (cont'd) | | 3.2.1 e-system(s) / mechanism(s) deployed to facilitate<br>a. work flow<br>b. communication<br>c. other aspects | School heads' self-evaluation on IT integration in daily practices in school<br><br>School heads' views on the ways to communicate with parents<br><br>School heads' views on the development and management of school-based digital resources<br><br>School heads' self-evaluation on whether school has established a mechanism for storing / retrieving digital resources to facilitate teaching, learning and sharing | | 3. To assist schools to draw up and implement school-based IT in education development plan<br><br>4. To enable schools to maintain effective IT facilities<br><br>5. To strengthen technical support to schools and teachers |
| | **3.2 Availability & type(s) of mechanism(s) / measure(s) deployed** | 3.2.2 Measure(s) / scheme(s) deployed to<br>a. enhance students' learning effectiveness<br>b. promote students' information literacy<br>c. bridge digital divide<br>d. encourage parents' participation in ITEd | School heads' views on the way(s) that PTA can help in ensuring students' understanding of ethical, legal and health issues involved in using IT<br><br>School takes measures to cater for poor students' needs of IT resources / support<br><br>School allows students to use computer facilities after school<br><br>School heads' self-evaluation on whether schools have appropriate measure(s) to address digital divide issue<br><br>School heads' self-evaluation on whether schools have appropriate measure(s) to engage parents' involvement in the promotion of learning and teaching with IT<br><br>School heads' views on the kind of home-school collaboration activities / measures and promotion of ITEd activities / programmes which school has organised / participated<br><br>School heads' views on the ways to communicate with parents | | 2. To continue to sharpen teachers' IT pedagogical skills<br><br>3. To assist schools to draw up and implement school-based IT in education development plan<br><br>5. To strengthen technical support to schools and teachers<br><br>7. To continue the computer recycling scheme<br><br>8. To enhance students' information literacy |

| Review Survey(s) | | | Phase (I) Study [1] Selected / Modified* Indicators | UNESCO Selected / Modified* Indicators | Related Action of the Third Strategy |
|---|---|---|---|---|---|
| **Review Areas** | **Identified Indicators** | | | | |
| 3. IT Deployment in School (cont'd) | **3.3 Information about school's ITEd curriculum**[9] | 3.3.1 Mode of offer<br>a. as a discrete subject<br>b. integrated across different disciplines<br>c. integrated into extra-curricular activities<br>d. other modes | Information on school ITEd curriculum<br><br>School heads' self-evaluation on provision of opportunities for students to learn the knowledge and skills of IT*<br><br>School heads' views on the school curriculum design with integrated use of IT<br><br>Ways that students learn knowledge and skills of IT*<br><br>Incorporation of Information Literacy in school curriculum* | Information Communication Technology (ICT) is introduced as a separate subject*<br><br>Manner in which ICT is introduced or being taught in the school and the hours spent on its teaching<br><br>Subjects into which ICT is introduced<br><br>Extent of ICT integration in the curriculum | 3.To assist schools to draw up and implement school-based IT in education development plan |
| | **3.4 Teachers' professional development on ITEd** | 3.4.1 Type(s) of measure(s) / scheme(s) deployed | Training received by school teachers to equip themselves with knowledge and skills<br><br>Teachers' / therapists' experience in the participation of ITEd professional development<br><br>School heads' views on the types and modes of ITEd professional development they would like to have | | 2.To continue to sharpen teachers' IT pedagogical skills<br><br>5.To strengthen technical support to schools and teachers |
| | | 3.4.2 Theme(s) of programme(s) / activity(ies) | | | |
| | **3.5 Collaborative project(s) / activity(ies) organised by school** | 3.5.1 Type(s) | Projects / programmes schools took part to explore innovative technology and equipment in learning and teaching<br><br>School's participation in ITEd exhibition / contest / sharing outside school | | 2.To continue to sharpen teachers' IT pedagogical skills<br><br>3.To assist schools to draw up and implement school-based IT in education development plan |
| | | 3.5.2 Organisation(s) involved | School's participation in ITEd project / collaboration with higher learning institutions | | |

9 "ITEd curriculum" refers to the application of IT in learning and teaching of each Key Learning Area (KLA) (including Computer Studies / IT curriculum)
    a) to develop IT skills; and
    b) to foster the development of information literacy (information processing skills and attitude) and generic skills (collaboration skills, communication skills, creativity, critical thinking skills, problem solving skills, self-management skills, study skills, IT skills and numeracy skills).

| Review Survey(s) | | | Phase (I) Study [1] Selected / Modified* Indicators | UNESCO Selected / Modified* Indicators | Related Action of the Third Strategy |
|---|---|---|---|---|---|
| Review Areas | Identified Indicators | | | | |
| 4. IT Deployment for Learning / Teaching | **4.1 Teachers' confidence in using IT** | 4.1.1 Percentage of confident / very confident teachers (per subject / KLA) | Teachers' / therapists' self-evaluated level of confidence in using IT resources in teaching* <br><br> Teachers' confidence in using IT for teaching* | | 2. To continue to sharpen teachers' IT pedagogical skills |
| | **4.2 Way(s) of using IT** | 4.2.1 Use of emerging technology | School heads' self-evaluation on whether teachers provide self-study task(s) to students by allocating digital resources | Existence of software used for teaching and learning and sources of these software <br><br> Use of Internet for teaching and how often | 1. To provide a depository of curriculum-related teaching modules with appropriate digital resources |
| | | 4.2.2 Use of free-of-charge resources | Teachers' / therapists' views on how often they provide students with tasks which require them to use IT* <br><br> Whether school has attempted innovative use of IT to enhance teaching and learning | | |
| | | 4.2.3 Use of fee-charging resources <br> a. on-line <br> b. off-line | Teachers' / therapists' views on the design of learning activities that facilitate students in information processing with IT <br><br> Whether students are requested to submit assignments via electronic means* | | |
| | | 4.2.4 Assigning students to use IT to perform tasks beyond school hours | Ways of teachers' / therapists' using IT in the classroom / training / therapy <br><br> Teachers' ways of using IT* <br><br> Whether teachers use free-of-charge or fee-charging resources* | | |
| | **4.3 Extent of IT use** | 4.3.1 Frequency in terms of descriptors | Extent of teachers' computer use in class* <br><br> Whether teachers / therapists use IT in classroom / training / therapy* <br><br> Extent of teachers' use of IT in various subjects / KLAs* <br><br> The subject(s) which teachers use computers for teaching most frequently | Extent of ICT integration in the curriculum <br><br> Purpose and frequency of use of computers by number of teachers | |

| Review Survey(s) | | | Phase (I) Study [1] Selected / Modified* Indicators | UNESCO Selected / Modified* Indicators | Related Action of the Third Strategy |
|---|---|---|---|---|---|
| Review Areas | Identified Indicators | | | | |
| 5. Students' Awareness / Competency in Use of IT | 5.1 School heads' / representatives' perception of students' level of competency | 5.1.1 In information literacy | School heads' self-evaluation on whether students have applied information processing skills to solve problems in school tasks* | Levels of skills in use of IT* | 8.To enhance students' information literacy |
| | | 5.1.2 In technical skills | School heads' self-evaluation on students' mastery of information processing with IT* | | |
| | 5.2 Proper use of IT | 5.2.1 Guideline(s) | School heads' self-evaluation on whether students have applied information processing skills to solve problems in school tasks*<br><br>Provision of guidelines on social and ethical issues of using IT for teachers and students* | | |
| 6. Parental Support | 6.1 Provision of computers & Internet access at home[10] | 6.1.1 Computer access | School heads' views on the adequacy of IT facilities at home*<br><br>Families with Personal Computer(s) at Home* | Number of learners with ICT access outside school | 7.To continue the computer recycling scheme |
| | | 6.1.2 Internet access | Families with Internet Access at Home* | | |
| | 6.2 Parents' participation | 6.2.1 Type(s) of activity(ies) | School heads' views on the kind of home-school collaboration activities / measures and promotion of ITEd activities / programmes which school has organised / participated<br><br>School heads' self-evaluation on whether schools have appropriate measures to engage parents' involvement in the promotion of learning and teaching with IT | | 6. To raise parents' information literacy and assist them in guiding children to use IT at home |
| 7. School Expectations on ITEd | 7.1 Satisfaction with school current ITEd development | 7.1.1 Level of satisfaction | School heads' views on how well the ITEd plans are implemented | | 3.To assist schools to draw up and implement school-based IT in education development plan |
| | 7.2 Professional support[11] | 7.2.1 Theme(s) of ITEd professional development for teachers | School heads' views on the types and modes of ITEd professional development they would like to have | | 4.To enable schools to maintain effective IT facilities |

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[10] The figures refer to students (P1 to S6 / S7) studying full-time in public sector schools (i.e. primary, secondary & special), including Direct Subsidy Schools

[11] e.g. sharpening teachers' IT pedagogical skills, facilitating school's implementation of ITEd, etc.

| Review Survey(s) | | | Phase (I) Study [1] Selected / Modified* Indicators | UNESCO Selected / Modified* Indicators | Related Action of the Third Strategy |
|---|---|---|---|---|---|
| Review Areas | Identified Indicators | | | | |
| 7. School Expectations on ITEd (cont'd) | | 7.2.2 Type(s) of ITEd professional development for teachers | | | 5.To strengthen technical support to schools and teachers |
| | **7.3 Technical support** | 7.3.1 Type(s) of technical support needed | School heads' views on the obstacles to the implementation of ITEd plan | | |
| | **7.4 Resources support** | 7.4.1 Type(s) of resources needed | School heads' views on the need to upgrade school IT infrastructure<br><br>School heads' self-evaluation on the provision of up-to-date IT infrastructure<br><br>School heads' self-evaluation on the adequacy of up-to-date digital resources in school<br><br>School heads' views on the importance of the sources of digital resources | | |

## Appendix 3: Questionnaire for Primary School Sector (RS1PE)

1. **Please give the total of each of the following:**

| | |
|---|---|
| a. No. of approved classes: _____ | b. Total no. of students: _____ |
| c. Total no. of classrooms (excluding special rooms[vi] and laboratories): _____ | |
| d. Total no. of special rooms (including laboratories): _____ | |

2. **Please give the total of each of the following items (Put "0" for the total if there is no such item):**

| Items | Total | |
|---|---|---|
| a. No. of computers [desktop & notebook (including netbook)] | Desktop: | Notebook: |
| b. No. of computers [desktop & notebook (including netbook)] for **student use**[vii] | Desktop: | Notebook: |
| c. No. of computers & digital projectors in **All** classrooms (excluding special rooms and laboratories) | Computer: | Projector: |
| d. No. of computers & digital projectors in **All** special rooms and laboratories [excluding library(ies)] | Computer: | Projector: |
| e. No. of computers in school library for **student use** | | |
| f. No. of computer room(s)[viii] opened and computers available for **student use beyond school hours** | Computer Room: | Computer: |
| g. No. of opening hours[ix] (to the **nearest 0.5**) that computer room(s) is(are) opened for **student use beyond school hours per week** | | |
| h. Average no. of students using computers in computer room(s) **beyond school hours per day** | | |
| i. Average no. of hours (to the **nearest 0.5**) that each student uses computer in computer room(s) **beyond school hours per day** | | |
| j. No. of electronic whiteboards | | |
| k. No. of digital projectors for **mobile use** | | |
| l. No. of other digital devices [e.g. Personal Digital Assistant (PDA), eBook reader] used as mobile learning devices (Please specify: _____ ) | | |
| m. No. of teacher(s) responsible for coordinating ITEd development[x] | | |
| n. No. of IT technical support services (TSS) staff member(s) (non-teaching staff employed for providing IT technical support) | | |
| o. No. of ITEd team members [excluding TSS staff member(s)] | | |
| p. Annual ITEd expenditure[xi] (to the **nearest 1000**) on average (with reference to the last 2 years' school records) | | |
| q. Percentage (to the **nearest integer**) of school annual expenditure (excluding teaching staff salaries) on average[xii] (with reference to the last 2 years' school records) | | |

3. **Please indicate the availability of the following in your school:**

| Items | Yes | No |
|---|---|---|
| a. School homepage | | |
| b. School Intranet | | |
| c. e-Learning platform[xiii] / Learning Management System (LMS) | | |
| d. Teachers' homepage(s) | | |
| e. Students' homepage(s) | | |
| f. Campus TV | | |
| g. Other Internet service(s) [Please specify (e.g. blog): _____ ] | | |
| h. Wi-Fi connectivity within school campus | | |

4. **Please indicate the bandwidth of Internet connectivity in your school:**

   □ <25 Mb      □ 25 - <50 Mb      □ 50 - <100 Mb      □ 100 Mb      □ >100 Mb (Please specify: _____ )

5. **Please indicate if there is any ITEd Development Plan in your school:**

   □ Yes          □ No (***Go to Q7***)

   a. It is formulated as
   □ an integral part of school development plan (***Go to Q5c***)      □ a separate plan
   b. Duration of the **separate** ITEd development plan on average
   □ 1 year    □ 2 years    □ 3 years    □ > 3 years (Please specify: _____ )
   c. Evaluation mechanism(s)[xiv] on the development of ITEd is(are) available
   □ Yes      □ No

**6. Please indicate the importance of each of the following goals in formulating your school ITEd development plan:**

| Goals | Very important | Important | Fairly important | Not important | Totally not important |
|---|---|---|---|---|---|
| a. To improve students' learning outcomes | | | | | |
| b. To enhance students' understanding of subject content | | | | | |
| c. To provide suitable learning activities according to needs of individual students | | | | | |
| d. To strengthen students' initiative, independence and sense of responsibility in learning | | | | | |
| e. To strengthen / develop students' generic skills (e.g. analytical skills, creativity, & collaboration skills) | | | | | |
| f. To meet the expectations of parents | | | | | |
| g. To meet the expectations of the community | | | | | |
| h. To improve communication & cooperation among school, parents & the community | | | | | |
| i. To provide guidance / briefing sessions so as to prepare students for further studies / future careers | | | | | |
| j. To promote cross-subject / curricular collaboration activities for enhancing students' learning | | | | | |
| k. To foster students' information literacy (IL)[xv] | | | | | |
| l. To promote learning through assessment | | | | | |
| m. Others (Please specify: _____ ) | | | | | |

**7. Please indicate the area(s) that your school has deployed IT [e.g. e-System(s) / Mechanism(s)] to facilitate work flow and specify related e-system(s) / mechanism(s) used (if any):**

| Area(s) | Yes | e-System(s) / Mechanism(s) used | No |
|---|---|---|---|
| a. To capture students' attendance (excluding WebSAMS, e.g. SmartCard) | | | |
| b. To handle cash transactions | | | |
| c. To facilitate communication (e.g. e-mail system, SMS) amongst relevant stakeholders (e.g. teachers, students, parents, alumni) | | | |
| d. To manage ITEd-related resources (e.g. inventory updates, storage / sharing of learning / teaching resources, maintenance of records) | | | |
| e. To manage booking of ITEd-related resources (e.g. rooms & IT facilities) | | | |
| f. To manage students' learning records including other learning experiences (excluding WebSAMS, e.g. e-portfolio, LMS) | | | |
| g. Others (Please specify: _____ ) | | | |

**8. Please indicate the type(s) of measure(s) / scheme(s) that your school has deployed to enhance students' learning effectiveness:**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a. Provision of free-of-charge[xvi] learning resources [Please specify the source(s): _____ ] | | |
| b. Provision of off-line or on-line fee-charging resources [Please specify related subject(s): _____ ] | | |
| c. Provision of on-line exercise(s) / test database or item bank(s) (If Yes, please indicate whether qualitative feedback from teachers is available: _____ ) | | |
| d. Provision of communication platform / tool(s) (e.g. e-mail, discussion forum, blog, chat room) to enhance interaction among students and teachers (Please specify the means: _____ ) | | |
| e. Teachers are requested to include IT elements in subject- / KLA-based plan(s) as appropriate | | |
| f. Teachers are requested to include IT elements in learning activity(ies) (e.g. project- / enquiry-based) | | |
| g. Students are requested to submit assignment(s) via on-line means (e.g. e-mail, e-Learning platform, LMS) (Please specify the means: _____ ) | | |
| h. Others (Please specify: _____ ) | | |

**9. Please indicate the type(s) of measure(s) / scheme(s) that your school has deployed to promote students' information literacy (IL):**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a. Seminar(s) / course(s) for students to enhance their IL | | |
| b. Seminar(s) / course(s) for parents to help their child(ren) develop their IL | | |
| c. Provision of guidelines on use of IT[xvii] for teachers | | |
| d. Provision of guidelines on use of IT for students | | |
| e. IL is instilled in students through teaching activities of different subjects | | |
| f. IL is being taught as an independent subject | | |
| g. IL is integrated into the Computer / IT curriculum | | |
| h. Others (Please specify: _____ ) | | |

10. **Please indicate the type(s) of measure(s) / scheme(s) your school has deployed to help needy students use IT in their learning after school:**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a. Computers / facilities [excluding those in computer room(s)] available at school for student use beyond school hours | | |
| b. Portable computers on loan to needy students for use at home | | |
| c. Needy students encouraged to apply to join EDB Computer Recycling Programme | | |
| d. Needy students encouraged to apply for computers from other organisations [e.g. non-governmental organisations (NGOs), IT industries] | | |
| e. Financial support given to disadvantaged students for Internet access at home | | |
| f. Call for donation of / recycled computers from students / parents | | |
| g. Others (Please specify: _____ ) | | |

11. **Please indicate the type(s) of measure(s) / scheme(s) that your school deployed to promote staff professional development on ITEd last school year:**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a. Sharing session(s) organised for teachers within school | | |
| b. Sharing session(s) organised for teachers with other schools | | |
| c. Seminar(s) / course(s) / workshop(s) conducted by tertiary institutions / NGO(s) / IT industries for teachers | | |
| d. Staff development programme(s) conducted on-site by EDB | | |
| e. School visit(s) | | |
| f. Incentive scheme(s) (Please specify: _____ ) | | |
| g. Others (Please specify: _____ ) | | |

12. **Please indicate the collaborative project(s) / activity(ies) that your school has launched with other organisation(s) on the use of IT for learning / teaching:**

| Project(s) / Activity(ies) | Yes | No |
|---|---|---|
| a. Training course(s) / seminar(s) / workshop(s) / sharing session(s) | | |
| b. School visit(s) | | |
| c. Joint publications | | |
| d. Development and / or trial use of e-learning resource(s) | | |
| e. Development of IT tool(s) / system(s) to facilitate learning / teaching | | |
| f. Development of IT tool(s) / system(s) to facilitate administration / management work | | |
| g. Development of emerging technological device(s) for learning / teaching | | |
| h. Others (Please specify: _____ ) | | |

13. **Please indicate how Computer / IT skills (i.e. technical skills, not Information Literacy) are taught in your school for the current school year:**

| Teaching Mode(s) | Yes | No |
|---|---|---|
| a. Computer / IT is offered as a discrete subject | | |
| b. Computer / IT skills are integrated into the school curriculum (i.e. across different disciplines) | | |
| c. Computer / IT skills are integrated into extra-curricular activities | | |
| d. Others (Please specify: _____ ) | | |

*Please refer to "Response Forms for Q14 & Q15 in Questionnaire" (i.e. Appendix 2 to Project Team's invitation letter) collated from panel heads and/or subject / KLA teacher representatives, and complete Q14 and Q15 accordingly.*

14. **In general, the extent of teachers' use of IT for learning / teaching in my school is as follows:** *(The percentages given below are for the sake of achieving better understanding of the descriptors such as 'Always' and 'A lot'. No computation is needed for this question.)*

| Subject / KLA | Always (76-100%) | A lot (51-75%) | Sometimes (26-50%) | Rarely (1-25%) | Never (0%) | IT is not applicable in this subject |
|---|---|---|---|---|---|---|
| a. Chinese Language Education (including Putonghua) | | | | | | |
| b. English Language Education | | | | | | |
| c. Mathematics Education | | | | | | |
| d. General Studies [excluding Computer-related subject(s)] | | | | | | |
| e. Computer-related Subject(s) | | | | | | |
| f. Arts Education (including Visual Arts and Music) | | | | | | |
| g. Physical Education | | | | | | |
| h. Others [e.g. Library period, Religious Studies (Please specify: _____ )] | | | | | | |

**15. Please complete the following regarding teachers' use of IT for learning / teaching based on the information collated:**

| Subject / KLA | No. of Teachers Represented | No. of Teachers who Reported to | | | | | |
|---|---|---|---|---|---|---|---|
| | | be **confident or very confident** in using IT for learning / teaching | have used **emerging technology** (e.g. Web 2.0 technology such as Blog, Wiki and Podcast) for learning / teaching | have used **IT** for learning / teaching *in the past month* | have used **free-of-charge resources** for learning / teaching *in the past month* | have used off-line or on-line **fee-charging resources** for learning / teaching *in the past month* | have assigned students to use **IT** to perform learning tasks **beyond school hours** *in the past month* |
| a. Chinese Language Education (including Putonghua) | | | | | | | |
| b. English Language Education | | | | | | | |
| c. Mathematics Education | | | | | | | |
| d. General Studies [excluding Computer-related subject(s)] | | | | | | | |
| e. Computer-related Subject(s) | | | | | | | |
| f. Arts Education (including Visual Arts and Music) | | | | | | | |
| g. Physical Education | | | | | | | |
| h. Others [Please specify (e.g. Library Period, Religious Studies, etc): _____] | | | | | | | |

**16. Please indicate your perception of students' level of competency in the following:** *(The percentages given below are for the sake of achieving better understanding of the descriptors such as 'Very competent' and 'Competent'. No computation is needed for this question.)*

| Competency | Very competent (76-100%) | Competent (51-75%) | Fairly competent (26-50%) | Not competent (1-25%) | Totally not competent (0%) | Not applicable |
|---|---|---|---|---|---|---|
| a. Information search | | | | | | |
| b. Information selection | | | | | | |
| c. Information collation & analysis | | | | | | |
| d. Reporting & presentation | | | | | | |
| e. Proper use of IT (e.g. Internet security, Intellectual Property awareness, Personal Data Privacy awareness) | | | | | | |
| f. Computer operation skills | | | | | | |
| g. Chinese characters input | | | | | | |
| h. Use of digital resources | | | | | | |
| i. Use of emerging technical device(s) [e.g. mobile phone, PDA] | | | | | | |
| j. Others (Please specify: _____) | | | | | | |

**17. In the last school year, did your school / Parent-Teacher Association in your school organise the following activities or carry out the following measures to encourage parents' participation in related work of ITEd in school:**

| Activity(ies) / Measure(s) | Yes | No |
|---|---|---|
| a. Encouraged parents to visit the school website / Intranet so as to understand the situation (e.g. development of ITEd) in school | | |
| b. Provided ITEd-related activities for parents | | |
| c. Explained the work of ITEd in school to parents | | |
| d. Encouraged parents to instil the proper principles, values and attitude in the use of IT into their child(ren) | | |
| e. Others (Please specify: _____) | | |

**18. Please indicate the percentage (to the nearest integer) of students who HAVE:**
   a. Computer access at home    _____
   b. Internet access at home      _____

**19. Which of the following facilities / services are most needed to provide an environment conducive to ITEd: (Please choose the three most needed items)**

| | | |
|---|---|---|
| □ Multi-media computer rooms | □ Enhanced broadband Internet connection | □ e-Learning resources |
| □ Computers and projectors in classrooms | □ Wireless network | □ IT Management Tools |
| □ Interactive electronic whiteboards | □ School campus TV | □ Enhanced on-site technical support services |
| □ Mobile learning devices [e.g. Personal Digital Assistant (PDA), Pocket Personal Computer (PC), Netbook, etc] | □ e-mail system | □ e-Learning platform / Learning Management System (LMS) |
| | □ Others (Please specify: _____) | |

**20. Which of the following mode(s) of ITEd professional development for teachers is(are) more preferable to you: (You may choose more than one option below)**

□ Training courses                                  □ Seminars
□ Special lectures                                  □ Workshops
□ Training camps                                    □ School visits
□ Others (Please specify: _____)

**21. Please indicate your overall level of satisfaction with ITEd or ITEd development in your school.**

□ Very satisfied      □ Satisfied      □ Fairly satisfied      □ Not satisfied      □ Totally not satisfied

**22. Please express your expectations (e.g. types & modes of technical support, parental support, resource support, professional support, etc) on ITEd or ITEd development in the space below.**

# Appendix 4: Questionnaire for Secondary School Sector (RS1SE)

1. **Please give the total of each of the following:**

| | | |
|---|---|---|
| a. No. of approved classes: _____ | b. Total no. of students: _____ | |
| c. Total no. of classrooms (excluding special rooms and laboratories): _____ | | |
| d. Total no. of special rooms (including laboratories): _____ | | |

2. **Please give the total of each of the following items (Put "0" for the total if there is no such item):**

| Items | Total | |
|---|---|---|
| a. No. of computers [desktop & notebook (including netbook)] | Desktop: | Notebook: |
| b. No. of computers [desktop & notebook (including netbook)] for **student use** | Desktop: | Notebook: |
| c. No. of computers & digital projectors in **All** classrooms (excluding special rooms and laboratories) | Computer: | Projector: |
| d. No. of computers & digital projectors in **All** special rooms and laboratories [excluding library(ies)] | Computer: | Projector: |
| e. No. of computers in school library for **student use** | | |
| f. No. of computer room(s) opened and computers available for **student use beyond school hours** | Computer Room: | Computer: |
| g. No. of opening hours (to the **nearest 0.5**) that computer room(s) is(are) opened for **student use beyond school hours per week** | | |
| h. Average no. of students using computers in computer room(s) **beyond school hours per day** | | |
| i. Average no. of hours (to the **nearest 0.5**) that each student uses computer in computer room(s) **beyond school hours per day** | | |
| j. No. of electronic whiteboards | | |
| k. No. of digital projectors for **mobile use** | | |
| l. No. of other digital devices [e.g. Personal Digital Assistant (PDA), eBook reader] used as mobile learning devices (Please specify: _____ ) | | |
| m. No. of teacher(s) responsible for coordinating ITEd development | | |
| n. No. of IT technical support services (TSS) staff member(s) (non-teaching staff employed for providing IT technical support) | | |
| o. No. of ITEd team members [excluding TSS staff member(s)] | | |
| p. Annual ITEd expenditure (to the **nearest 1000**) on average (with reference to the last 2 years' school records) | | |
| q. Percentage (to the **nearest integer**) of school annual expenditure (excluding teaching staff salaries) on average (with reference to the last 2 years' school records) | | |

3. **Please indicate the availability of the following in your school:**

| Items | Yes | No |
|---|---|---|
| a. School homepage | | |
| b. School Intranet | | |
| c. e-Learning platform / Learning Management System (LMS) | | |
| d. Teachers' homepage(s) | | |
| e. Students' homepage(s) | | |
| f. Campus TV | | |
| g. Other Internet service(s) [Please specify (e.g. blog): _____ ] | | |
| h. Wi-Fi connectivity within school campus | | |

4. **Please indicate the bandwidth of Internet connectivity in your school:**

   □ <25 Mb      □ 25 - <50 Mb      □ 50 - <100 Mb      □ 100 Mb      □ >100 Mb (Please specify: _____ )

5. **Please indicate if there is any ITEd Development Plan in your school:**

   □ Yes         □ No (***Go to Q7***)
   a. It is formulated as
      □ an integral part of school development plan (***Go to Q5c***)      □ a separate plan
   b. Duration of the **separate** ITEd development plan on average
      □ 1 year    □ 2 years     □ 3 years      □ > 3 years (Please specify: _____ )
   c. Evaluation mechanism(s) on the development of ITEd is(are) available
      □ Yes       □ No

6. **Please indicate the importance of each of the following goals in formulating your school ITEd development plan:**

| Goals | Very important | Important | Fairly important | Not important | Totally not important |
|---|---|---|---|---|---|
| a. To improve students' learning outcomes | | | | | |
| b. To enhance students' understanding of subject content | | | | | |
| c. To provide suitable learning activities according to needs of individual students | | | | | |
| d. To strengthen students' initiative, independence and sense of responsibility in learning | | | | | |
| e. To strengthen / develop students' generic skills (e.g. analytical skills, creativity, & collaboration skills) | | | | | |
| f. To meet the expectations of parents | | | | | |
| g. To meet the expectations of the community | | | | | |
| h. To improve communication & cooperation among school, parents & the community | | | | | |
| i. To provide guidance / briefing sessions so as to prepare students for further studies / future careers | | | | | |
| j. To promote cross-subject / curricular collaboration activities for enhancing students' learning | | | | | |
| k. To foster students' information literacy (IL) | | | | | |
| l. To promote learning through assessment | | | | | |
| m. Others (Please specify: _____ ) | | | | | |

7. **Please indicate the area(s) that your school has deployed IT [e.g. e-System(s) / Mechanism(s)] to facilitate work flow and specify related e-system(s) / mechanism(s) used (if any):**

| Area(s) | Yes | e-System(s) / Mechanism(s) used | No |
|---|---|---|---|
| a. To capture students' attendance (excluding WebSAMS, e.g. SmartCard) | | | |
| b. To handle cash transactions | | | |
| c. To facilitate communication (e.g. e-mail system, SMS) amongst relevant stakeholders (e.g. teachers, students, parents, alumni) | | | |
| d. To manage ITEd-related resources (e.g. inventory updates, storage / sharing of learning / teaching resources, maintenance of records) | | | |
| e. To manage booking of ITEd-related resources (e.g. rooms & IT facilities) | | | |
| f. To manage students' learning records including other learning experiences (excluding WebSAMS, e.g. e-portfolio, LMS) | | | |
| g. Others (Please specify: _____ ) | | | |

8. **Please indicate the type(s) of measure(s) / scheme(s) that your school has deployed to enhance students' learning effectiveness:**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a. Provision of free-of-charge learning resources [Please specify the source(s): _____ ] | | |
| b. Provision of off-line or on-line fee-charging resources [Please specify related subject(s): _____ ] | | |
| c. Provision of on-line exercise(s) / test database or item bank(s) (If Yes, please indicate whether qualitative feedback from teachers is available: _____ ) | | |
| d. Provision of communication platform / tool(s) (e.g. e-mail, discussion forum, blog, chat room) to enhance interaction among students and teachers (Please specify the means: _____ ) | | |
| e. Teachers are requested to include IT elements in subject- / KLA-based plan(s) as appropriate | | |
| f. Teachers are requested to include IT elements in learning activity(ies) (e.g. project- / enquiry-based) | | |
| g. Students are requested to submit assignment(s) via on-line means (e.g. e-mail, e-Learning platform, LMS) (Please specify the means: _____ ) | | |
| h. Others (Please specify: _____ ) | | |

9. **Please indicate the type(s) of measure(s) / scheme(s) that your school has deployed to promote students' information literacy (IL):**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a. Seminar(s) / course(s) for students to enhance their IL | | |
| b. Seminar(s) / course(s) for parents to help their child(ren) develop their IL | | |
| c. Provision of guidelines on use of IT for teachers | | |
| d. Provision of guidelines on use of IT for students | | |
| e. IL is instilled in students through teaching activities of different subjects | | |
| f. IL is being taught as an independent subject | | |
| g. IL is integrated into the Computer / IT curriculum | | |
| h. Others (Please specify: _____ ) | | |

10. **Please indicate the type(s) of measure(s) / scheme(s) your school has deployed to help needy students use IT in their learning after school:**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a. Computers / facilities [excluding those in computer room(s)] available at school for student use beyond school hours | | |
| b. Portable computers on loan to needy students for use at home | | |
| c. Needy students encouraged to apply to join EDB Computer Recycling Programme | | |
| d. Needy students encouraged to apply for computers from other organisations [e.g. non-governmental organisations (NGOs), IT industries] | | |
| e. Financial support given to disadvantaged students for Internet access at home | | |
| f. Call for donation of / recycled computers from students / parents | | |
| g. Others (Please specify: _____) | | |

11. **Please indicate the type(s) of measure(s) / scheme(s) that your school deployed to promote staff professional development on ITEd last school year:**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a. Sharing session(s) organised for teachers within school | | |
| b. Sharing session(s) organised for teachers with other schools | | |
| c. Seminar(s) / course(s) / workshop(s) conducted by tertiary institutions / NGO(s) / IT industries for teachers | | |
| d. Staff development programme(s) conducted on-site by EDB | | |
| e. School visit(s) | | |
| f. Incentive scheme(s) (Please specify: _____) | | |
| g. Others (Please specify: _____) | | |

12. **Please indicate the collaborative project(s) / activity(ies) that your school has launched with other organisation(s) on the use of IT for learning / teaching:**

| Project(s) / Activity(ies) | Yes | No |
|---|---|---|
| a. Training course(s) / seminar(s) / workshop(s) / sharing session(s) | | |
| b. School visit(s) | | |
| c. Joint publications | | |
| d. Development and / or trial use of e-learning resource(s) | | |
| e. Development of IT tool(s) / system(s) to facilitate learning / teaching | | |
| f. Development of IT tool(s) / system(s) to facilitate administration / management work | | |
| g. Development of emerging technological device(s) for learning / teaching | | |
| h. Others (Please specify: _____) | | |

13. **Please indicate how Computer / IT skills (i.e. technical skills, not Information Literacy) are taught in your school for the current school year:**

| Teaching Mode(s) | Yes | No |
|---|---|---|
| a. Computer / IT is offered as a discrete subject[12] | | |
| b. Computer / IT skills are integrated into the school curriculum (i.e. across different disciplines) | | |
| c. Computer / IT skills are integrated into extra-curricular activities | | |
| d. Others (Please specify: _____) | | |

*Please refer to "Response Forms for Q14 & Q15 in Questionnaire" (i.e. Appendix 2 to Project Team's invitation letter) collated from panel heads and/or subject / KLA teacher representatives, and complete Q14 and Q15 accordingly.*

14. **In general, the extent of teachers' use of IT for learning / teaching in my school is as follows:** *(The percentages given below are for the sake of achieving better understanding of the descriptors such as 'Always' and 'A lot'. No computation is needed for this question.)*

| Subject / KLA | Always (76-100%) | A lot (51-75%) | Sometimes (26-50%) | Rarely (1-25%) | Never (0%) | IT is not applicable in this subject |
|---|---|---|---|---|---|---|
| a. Chinese Language Education (including Putonghua) | | | | | | |
| b. English Language Education | | | | | | |
| c. Mathematics Education | | | | | | |
| d. Science Education | | | | | | |
| e. Technology Education [excluding Computer-related subject(s)] | | | | | | |
| f. Computer-related Subject(s) | | | | | | |
| g. Personal, Social & Humanities Education | | | | | | |
| h. Arts Education (including Visual Arts and Music) | | | | | | |
| i. Physical Education | | | | | | |
| j. Liberal Studies for Senior Secondary Levels | | | | | | |
| k. Others [e.g. Library period, Religious Studies (Please specify: _____)] | | | | | | |

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[12] Excluding Computer & Information Technology / Information & Communication Technology subjects offered for upper forms.

**15. Please complete the following regarding teachers' use of IT for learning / teaching based on the information collated:**

| Subject / KLA | No. of Teachers Represented | No. of Teachers who Reported to | | | | |
|---|---|---|---|---|---|---|
| | | be **confident or very confident** in using IT for learning / teaching | have used **emerging technology** (e.g. Web 2.0 technology such as Blog, Wiki and Podcast) for learning / teaching | have used **IT** for learning / teaching *in the past month* | have used **free-of-charge resources** for learning / teaching *in the past month* | have used off-line or on-line **fee-charging resources** for learning / teaching *in the past month* | have assigned students to use **IT** to perform learning tasks **beyond school hours** *in the past month* |
| a. Chinese Language Education (including Putonghua) | | | | | | |
| b. English Language Education | | | | | | |
| c. Mathematics Education | | | | | | |
| d. Science Education | | | | | | |
| e. Technology Education [excluding Computer-related subject(s)] | | | | | | |
| f. Computer-related Subject(s) | | | | | | |
| g. Personal, Social & Humanities Education | | | | | | |
| h. Arts Education (including Visual Arts and Music) | | | | | | |
| i. Physical Education | | | | | | |
| j. Liberal Studies for Senior Secondary Levels | | | | | | |
| k. Others [e.g. Library period, Religious Studies (Please specify: _____)] | | | | | | |

**16. Please indicate your perception of students' level of competency in the following:** *(The percentages given below are for the sake of achieving better understanding of the descriptors such as 'Very competent' and 'Competent'. No computation is needed for this question.)*

| Competency | Very competent (76-100%) | Competent (51-75%) | Fairly competent (26-50%) | Not competent (1-25%) | Totally not competent (0%) | Not applicable |
|---|---|---|---|---|---|---|
| a. Information search | | | | | | |
| b. Information selection | | | | | | |
| c. Information collation & analysis | | | | | | |
| d. Reporting & presentation | | | | | | |
| e. Proper use of IT (e.g. Internet security, Intellectual Property awareness, Personal Data Privacy awareness) | | | | | | |
| f. Computer operation skills | | | | | | |
| g. Chinese characters input | | | | | | |
| h. Use of digital resources | | | | | | |
| i. Use of emerging technical device(s) [e.g. mobile phone, PDA] | | | | | | |
| j. Others (Please specify: _____) | | | | | | |

**17. In the last school year, did your school / Parent-Teacher Association in your school organise the following activities or carry out the following measures to encourage parents' participation in related work of ITEd in school:**

| Activity(ies) / Measure(s) | Yes | No |
|---|---|---|
| a. Encouraged parents to visit the school website / Intranet so as to understand the situation (e.g. development of ITEd) in school | | |
| b. Provided ITEd-related activities for parents | | |
| c. Explained the work of ITEd in school to parents | | |
| d. Encouraged parents to instill the proper principles, values and attitude in the use of IT into their child(ren) | | |
| e. Others (Please specify: _____) | | |

**18. Please indicate the percentage (to the nearest integer) of students who HAVE:**

    a. Computer access at home     _____

    b. Internet access at home     _____

**19. Which of the following facilities / services are most needed to provide an environment conducive to ITEd: (Please choose the three most needed items)**

| | | |
|---|---|---|
| □ Multi-media computer rooms | □ Enhanced broadband Internet connection | □ e-Learning resources |
| □ Computers and projectors in classrooms | □ Wireless network | □ IT Management Tools |
| □ Interactive electronic whiteboards | □ School campus TV | □ Enhanced on-site technical support services |
| □ Mobile learning devices [e.g. Personal Digital Assistant (PDA), Pocket Personal Computer (PC), Netbook, etc] | □ e-mail system | □ e-Learning platform / Learning Management System (LMS) |
| | □ Others (Please specify: _____) | |

**20. Which of the following mode(s) of ITEd professional development for teachers is(are) more preferable to you: (You may choose more than one option below)**

□ Training courses                    □ Seminars
□ Special lectures                    □ Workshops
□ Training camps                      □ School visits
□ Others (Please specify: _____)

**21. Please indicate your overall level of satisfaction with ITEd or ITEd development in your school.**

□ Very satisfied    □ Satisfied    □ Fairly satisfied    □ Not satisfied    □ Totally not satisfied

**22. Please express your expectations (e.g. types & modes of technical support, parental support, resource support, professional support, etc) on ITEd or ITEd development in the space below.**

# Appendix 5: Questionnaire for Special School (Mainstream Curriculum) Sector (RS1EME)

1. **Please give the total of each of the following:**

| | |
|---|---|
| a. No. of approved classes: _____ | b. Total no. of students: _____ |
| c. Total no. of classrooms (excluding special rooms and laboratories): _____ | |
| d. Total no. of special rooms (including laboratories): _____ | |

2. **Please give the total of each of the following items (Put "0" for the total if there is no such item):**

| Items | Total | |
|---|---|---|
| a. No. of computers [desktop & notebook (including netbook)] | Desktop: | Notebook: |
| b. No. of computers [desktop & notebook (including netbook)] for **student use** | Desktop: | Notebook: |
| c. No. of computers & digital projectors in **All** classrooms (excluding special rooms and laboratories) | Computer: | Projector: |
| d. No. of computers & digital projectors in **All** special rooms and laboratories [excluding library(ies)] | Computer: | Projector: |
| e. No. of computers in school library for **student use** | | |
| f. No. of computer room(s) opened and computers available for **student use beyond school hours** | Computer Room: | Computer: |
| g. No. of opening hours (to the **nearest 0.5**) that computer room(s) is(are) opened for **student use beyond school hours per week** | | |
| h. Average no. of students using computers in computer room(s) **beyond school hours per day** | | |
| i. Average no. of hours (to the **nearest 0.5**) that each student uses computer in computer room(s) **beyond school hours per day** | | |
| j. No. of electronic whiteboards | | |
| k. No. of digital projectors for **mobile use** | | |
| l. No. of other digital devices [e.g. Personal Digital Assistant (PDA), eBook reader] used as mobile learning devices (Please specify: _____ ) | | |
| m. No. of teacher(s) responsible for coordinating ITEd development | | |
| n. No. of IT technical support services (TSS) staff member(s) (non-teaching staff employed for providing IT technical support) | | |
| o. No. of ITEd team members [excluding TSS staff member(s)] | | |
| p. Annual ITEd expenditure (to the **nearest 1000**) on average (with reference to the last 2 years' school records) | | |
| q. Percentage (to the **nearest integer**) of school annual expenditure (excluding teaching staff salaries) on average (with reference to the last 2 years' school records) | | |

3. **Please indicate the availability of the following in your school:**

| Items | Yes | No |
|---|---|---|
| a. School homepage | | |
| b. School Intranet | | |
| c. e-Learning platform / Learning Management System (LMS) | | |
| d. Teachers' homepage(s) | | |
| e. Students' homepage(s) | | |
| f. Campus TV | | |
| g. Other Internet service(s) [Please specify (e.g. blog): _____ ] | | |
| h. Wi-Fi connectivity within school campus | | |

4. **Please indicate the bandwidth of Internet connectivity in your school:**

   □ <25 Mb    □ 25 - <50 Mb    □ 50 - <100 Mb    □ 100 Mb    □ >100 Mb (Please specify: _____ )

5. **Please indicate if there is any ITEd Development Plan in your school:**

   □ Yes    □ No (***Go to Q7***)

   a. It is formulated as
      □ an integral part of school development plan (***Go to Q5c***)    □ a separate plan
   b. Duration of the **separate** ITEd development plan on average
      □ 1 year    □ 2 years    □ 3 years    □ > 3 years (Please specify: _____ )
   c. Evaluation mechanism(s) on the development of ITEd is(are) available
      □ Yes    □ No

6. **Please indicate the importance of each of the following goals in formulating your school ITEd development plan:**

| Goals | Very important | Important | Fairly important | Not important | Totally not important |
|---|---|---|---|---|---|
| a. To improve students' learning outcomes | | | | | |
| b. To enhance students' understanding of subject content | | | | | |
| c. To provide suitable learning activities according to needs of individual students | | | | | |
| d. To strengthen students' initiative, independence and sense of responsibility in learning | | | | | |
| e. To strengthen / develop students' generic skills (e.g. analytical skills, creativity, & collaboration skills) | | | | | |
| f. To meet the expectations of parents | | | | | |
| g. To meet the expectations of the community | | | | | |
| h. To improve communication & cooperation among school, parents & the community | | | | | |
| i. To provide guidance / briefing sessions so as to prepare students for further studies / future careers | | | | | |
| j. To promote cross-subject / curricular collaboration activities for enhancing students' learning | | | | | |
| k. To foster students' information literacy (IL) | | | | | |
| l. To promote learning through assessment | | | | | |
| m. Others (Please specify: _____ ) | | | | | |

7. **Please indicate the area(s) that your school has deployed IT [e.g. e-System(s) / Mechanism(s)] to facilitate work flow and specify related e-system(s) / mechanism(s) used (if any):**

| Area(s) | Yes | e-System(s) / Mechanism(s) used | No |
|---|---|---|---|
| a. To capture students' attendance (excluding WebSAMS, e.g. SmartCard) | | | |
| b. To handle cash transactions | | | |
| c. To facilitate communication (e.g. e-mail system, SMS) amongst relevant stakeholders (e.g. teachers, students, parents, alumni) | | | |
| d. To manage ITEd-related resources (e.g. inventory updates, storage / sharing of learning / teaching resources, maintenance of records) | | | |
| e. To manage booking of ITEd-related resources (e.g. rooms & IT facilities) | | | |
| f. To manage students' learning records including other learning experiences (excluding WebSAMS, e.g. e-portfolio, LMS) | | | |
| g. Others (Please specify: _____ ) | | | |

8. **Please indicate the type(s) of measure(s) / scheme(s) that your school has deployed to enhance students' learning effectiveness:**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a. Provision of free-of-charge learning resources [Please specify the source(s): ] | | |
| b. Provision of off-line or on-line fee-charging resources [Please specify related subject(s): ] | | |
| c. Provision of on-line exercise(s) / test database or item bank(s) (If Yes, please indicate whether qualitative feedback from teachers is available: ) | | |
| d. Provision of communication platform / tool(s) (e.g. e-mail, discussion forum, blog, chat room) to enhance interaction among students and teachers (Please specify the means: ) | | |
| e. Teachers are requested to include IT elements in subject- / KLA-based plan(s) as appropriate | | |
| f. Teachers are requested to include IT elements in learning activity(ies) (e.g. project- / enquiry-based) | | |
| g. Students are requested to submit assignment(s) via on-line means (e.g. e-mail, e-Learning platform, LMS) (Please specify the means: ) | | |
| h. Others (Please specify: ) | | |

9. **Please indicate the type(s) of measure(s) / scheme(s) that your school has deployed to promote students' information literacy (IL):**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a. Seminar(s) / course(s) for students to enhance their IL | | |
| b. Seminar(s) / course(s) for parents to help their child(ren) develop their IL | | |
| c. Provision of guidelines on use of IT for teachers | | |
| d. Provision of guidelines on use of IT for students | | |
| e. IL is instilled in students through teaching activities of different subjects | | |
| f. IL is being taught as an independent subject | | |
| g. IL is integrated into the Computer / IT curriculum | | |
| h. Others (Please specify: _____ ) | | |

10. Please indicate the type(s) of measure(s) / scheme(s) your school has deployed to help needy students use IT in their learning after school:

| | Measure(s) / Scheme(s) | Yes | No |
|---|---|---|---|
| a. | Computers / facilities [excluding those in computer room(s)] available at school for student use beyond school hours | | |
| b. | Portable computers on loan to needy students for use at home | | |
| c. | Needy students encouraged to apply to join EDB Computer Recycling Programme | | |
| d. | Needy students encouraged to apply for computers from other organisations [e.g. non-governmental organisations (NGOs), IT industries] | | |
| e. | Financial support given to disadvantaged students for Internet access at home | | |
| f. | Call for donation of / recycled computers from students / parents | | |
| g. | Others (Please specify: _____ ) | | |

11. Please indicate the type(s) of measure(s) / scheme(s) that your school deployed to promote staff professional development on ITEd last school year:

| | Measure(s) / Scheme(s) | Yes | No |
|---|---|---|---|
| a. | Sharing session(s) organised for teachers within school | | |
| b. | Sharing session(s) organised for teachers with other schools | | |
| c. | Seminar(s) / course(s) / workshop(s) conducted by tertiary institutions / NGO(s) / IT industries for teachers | | |
| d. | Staff development programme(s) conducted on-site by EDB | | |
| e. | School visit(s) | | |
| f. | Incentive scheme(s) (Please specify: _____ ) | | |
| g. | Others (Please specify: _____ ) | | |

12. Please indicate the collaborative project(s) / activity(ies) that your school has launched with other organisation(s) on the use of IT for learning / teaching:

| | Project(s) / Activity(ies) | Yes | No |
|---|---|---|---|
| a. | Training course(s) / seminar(s) / workshop(s) / sharing session(s) | | |
| b. | School visit(s) | | |
| c. | Joint publications | | |
| d. | Development and / or trial use of e-learning resource(s) | | |
| e. | Development of IT tool(s) / system(s) to facilitate learning / teaching | | |
| f. | Development of IT tool(s) / system(s) to facilitate administration / management work | | |
| g. | Development of emerging technological device(s) for learning / teaching | | |
| h. | Others (Please specify: _____ ) | | |

13. Please indicate how Computer / IT skills (i.e. technical skills, not Information Literacy) are taught in your school for the current school year:

| | Teaching Mode(s) | Yes | No |
|---|---|---|---|
| a. | Computer / IT is offered as a discrete subject[13] | | |
| b. | Computer / IT skills are integrated into the school curriculum (i.e. across different disciplines) | | |
| c. | Computer / IT skills are integrated into extra-curricular activities | | |
| d. | Others (Please specify: _____ ) | | |

*Please refer to "Response Forms for Q14 & Q15 in Questionnaire" (i.e. Appendix 2 to Project Team's invitation letter) collated from panel heads and/or subject / KLA teacher representatives, and complete Q14 and Q15 accordingly.*

14. In general, the extent of teachers' use of IT for learning / teaching in my school is as follows: *(The percentages given below are for the sake of achieving better understanding of the descriptors such as 'Always' and 'A lot'. No computation is needed for this question.)*

| | Subject / KLA | Always (76-100%) | A lot (51-75%) | Sometimes (26-50%) | Rarely (1-25%) | Never (0%) | IT is not applicable in this subject |
|---|---|---|---|---|---|---|---|
| a. | Chinese Language Education (including Putonghua) | | | | | | |
| b. | English Language Education | | | | | | |
| c. | Mathematics Education | | | | | | |
| d. | General Studies / Science Education | | | | | | |
| e. | Technology Education [Excluding Computer-related subject(s)] | | | | | | |
| f. | Computer-related Subject(s) | | | | | | |
| g. | Personal, Social & Humanities Education | | | | | | |
| h. | Arts Education (including Visual Arts and Music) | | | | | | |
| i. | Physical Education | | | | | | |
| j. | Practical Skills (including Life Skills Training | | | | | | |
| k. | Liberal Studies for Senior Secondary Levels (including Independent Living Skills) | | | | | | |
| l. | Others [e.g. Library period, Religious Studies (Please specify: _____ )] | | | | | | |

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[13] Excluding Computer & Information Technology / Information & Communication Technology subjects offered for upper forms.

**15.** Please complete the following regarding teachers' use of IT for learning / teaching based on the information collated:

| Subject / KLA | No. of Teachers Represented | No. of Teachers who Reported to | | | | | |
|---|---|---|---|---|---|---|---|
| | | be **confident or very confident** in using IT for learning / teaching | have used **emerging technology** (e.g. Web 2.0 technology such as Blog, Wiki and Podcast) for learning / teaching | have used **IT** for learning / teaching *in the past month* | have used **free-of-charge resources** for learning / teaching *in the past month* | have used off-line or on-line **fee-charging resources** for learning / teaching *in the past month* | have assigned students to use **IT** to perform learning tasks **beyond school hours** *in the past month* |
| a. Chinese Language Education (including Putonghua) | | | | | | | |
| b. English Language Education | | | | | | | |
| c. Mathematics Education | | | | | | | |
| d. General Studies / Science Education | | | | | | | |
| e. Technology Education [excluding Computer-related subject(s)] | | | | | | | |
| f. Computer-related Subject(s) | | | | | | | |
| g. Personal, Social & Humanities Education | | | | | | | |
| h. Arts Education (including Visual Arts and Music) | | | | | | | |
| i. Physical Education | | | | | | | |
| j. Practical Skills (including Life Skills Training) | | | | | | | |
| k. Liberal Studies for Senior Secondary Levels(including Independent Living Skills) | | | | | | | |
| l. Others [e.g. Library period, Religious Studies (Please specify: _____ )] | | | | | | | |

**16.** Please indicate your perception of students' level of competency in the following: *(The percentages given below are for the sake of achieving better understanding of the descriptors such as 'Very competent' and 'Competent'. No computation is needed for this question.)*

| Competency | Very competent (76-100%) | Competent (51-75%) | Fairly competent (26-50%) | Not competent (1-25%) | Totally not competent (0%) | Not applicable |
|---|---|---|---|---|---|---|
| a. Information search | | | | | | |
| b. Information selection | | | | | | |
| c. Information collation & analysis | | | | | | |
| d. Reporting & presentation | | | | | | |
| e. Proper use of IT (e.g. Internet security, Intellectual Property awareness, Personal Data Privacy awareness) | | | | | | |
| f. Computer operation skills | | | | | | |
| g. Chinese characters input | | | | | | |
| h. Use of digital resources | | | | | | |
| i. Use of emerging technical device(s) [e.g. mobile phone, PDA] | | | | | | |
| j. Others (Please specify: _____ ) | | | | | | |

**17.** In **the last school year**, did your school / Parent-Teacher Association in your school organise the following activities or carry out the following measures to encourage parents' participation in related work of ITEd in school:

| Activity(ies) / Measure(s) | Yes | No |
|---|---|---|
| a. Encouraged parents to visit the school website / Intranet so as to understand the situation (e.g. development of ITEd) in school | | |
| b. Provided ITEd-related activities for parents | | |
| c. Explained the work of ITEd in school to parents | | |
| d. Encouraged parents to instill the proper principles, values and attitude in the use of IT into their child(ren) | | |
| e. Others (Please specify: _____ ) | | |

**18.** Please indicate the percentage (to the **nearest integer**) of students who **HAVE:**

    a. Computer access at home   _____

    b. Internet access at home   _____

19. **Which of the following facilities / services are most needed to provide an environment conducive to ITEd: (Please choose the three most needed items)**

☐ Multi-media computer rooms

☐ Enhanced broadband Internet connection

☐ e-Learning resources

☐ Computers and projectors in classrooms

☐ Wireless network

☐ IT Management Tools

☐ Interactive electronic whiteboards

☐ School campus TV

☐ Enhanced on-site technical support services

☐ Mobile learning devices [e.g. Personal Digital Assistant (PDA), Pocket Personal Computer (PC), Netbook, etc]

☐ e-mail system

☐ e-Learning platform / Learning Management System (LMS)

☐ Assistive technology device(s) (e.g. keyboards with enlarged keytops, braille display device, etc.)

☐ Others (Please specify: _____ )

20. **Which of the following mode(s) of ITEd professional development for teachers is(are) more preferable to you: (You may choose more than one option below)**

☐ Training courses

☐ Seminars

☐ Special lectures

☐ Workshops

☐ Training camps

☐ School visits

☐ Others (Please specify: _____ )

21. **Please indicate your overall level of satisfaction with ITEd or ITEd development in your school.**

☐ Very satisfied    ☐ Satisfied    ☐ Fairly satisfied    ☐ Not satisfied    ☐ Totally not satisfied

22. **Please express your expectations (e.g. types & modes of technical support, parental support, resource support, professional support, etc) on ITEd or ITEd development in the space below.**

# Appendix 6: Questionnaire for Special School (Special Curriculum) Sector (RS1ESE)

1. **Please give the <u>total</u> of each of the following:**

| | |
|---|---|
| a. No. of approved classes: _____ | b. Total no. of students: _____ |
| c. Total no. of classrooms (excluding special rooms and laboratories): _____ ||
| d. Total no. of special rooms (including laboratories): _____ ||

2. **Please give the <u>total</u> of each of the following items (Put "0" for the total if there is no such item):**

| Items | Total | |
|---|---|---|
| a. No. of computers [desktop & notebook (including netbook)] | Desktop: | Notebook: |
| b. No. of computers [desktop & notebook (including netbook)] for **student use** | Desktop: | Notebook: |
| c. No. of computers & digital projectors in **All** classrooms (excluding special rooms and laboratories) | Computer: | Projector: |
| d. No. of computers & digital projectors in **All** special rooms and laboratories [excluding library(ies)] | Computer: | Projector: |
| e. No. of computers in school library for **student use** | | |
| f. No. of computer room(s) opened and computers available for **student use beyond school hours** | Computer Room: | Computer: |
| g. No. of opening hours (to the **nearest 0.5**) that computer room(s) is(are) opened for **student use beyond school hours per week** | | |
| h. Average no. of students using computers in computer room(s) **beyond school hours per day** | | |
| i. Average no. of hours (to the **nearest 0.5**) that each student uses computer in computer room(s) **beyond school hours per day** | | |
| j. No. of electronic whiteboards | | |
| k. No. of digital projectors for **mobile use** | | |
| l. No. of other digital devices [e.g. Personal Digital Assistant (PDA), eBook reader] used as mobile learning devices (Please specify: _____ ) | | |
| m. No. of teacher(s) responsible for coordinating ITEd development | | |
| n. No. of IT technical support services (TSS) staff member(s) (non-teaching staff employed for providing IT technical support) | | |
| o. No. of ITEd team members [excluding TSS staff member(s)] | | |
| p. Annual ITEd expenditure (to the **nearest 1000**) on average (with reference to the last 2 years' school records) | | |
| q. Percentage (to the **nearest integer**) of school annual expenditure (excluding teaching staff salaries) on average (with reference to the last 2 years' school records) | | |

3. **Please indicate the availability of the following in your school:**

| Items | Yes | No |
|---|---|---|
| a. School homepage | | |
| b. School Intranet | | |
| c. e-Learning platform / Learning Management System (LMS) | | |
| d. Teachers' homepage(s) | | |
| e. Students' homepage(s) | | |
| f. Campus TV | | |
| g. Other Internet service(s) [Please specify (e.g. blog): _____ ] | | |
| h. Wi-Fi connectivity within school campus | | |

4. **Please indicate the bandwidth of Internet connectivity in your school:**

   □ <25 Mb     □ 25 - <50 Mb     □ 50 - <100 Mb     □ 100 Mb     □ >100 Mb (Please specify: _____ )

5. **Please indicate if there is any ITEd Development Plan in your school:**

   □ Yes     □ No (***Go to Q7***)
   a. It is formulated as
      □ an integral part of school development plan (***Go to Q5c***)     □ a separate plan
   b. Duration of the **separate** ITEd development plan on average
      □ 1 year     □ 2 years     □ 3 years     □ > 3 years (Please specify: _____ )
   c. Evaluation mechanism(s) on the development of ITEd is(are) available
      □ Yes     □ No

6. **Please indicate the importance of each of the following goals in formulating your school ITEd development plan:**

| Goals | Very important | Important | Fairly important | Not important | Totally not important |
|---|---|---|---|---|---|
| a.  To improve students' learning outcomes | | | | | |
| b.  To enhance students' understanding of subject content | | | | | |
| c.  To provide suitable learning activities according to needs of individual students | | | | | |
| d.  To strengthen students' initiative, independence and sense of responsibility in learning | | | | | |
| e.  To strengthen / develop students' generic skills (e.g. analytical skills, creativity, & collaboration skills) | | | | | |
| f.  To meet the expectations of parents | | | | | |
| g.  To meet the expectations of the community | | | | | |
| h.  To improve communication & cooperation among school, parents & the community | | | | | |
| i.  To provide guidance / briefing sessions so as to prepare students for further studies / future careers | | | | | |
| j.  To promote cross-subject / curricular collaboration activities for enhancing students' learning | | | | | |
| k.  To foster students' information literacy (IL) | | | | | |
| l.  To promote learning through assessment | | | | | |
| m. Others (Please specify: _____ ) | | | | | |

7. **Please indicate the area(s) that your school has deployed IT [e.g. e-System(s) / Mechanism(s)] to facilitate work flow and specify related e-system(s) / mechanism(s) used (if any):**

| Area(s) | Yes | e-System(s) / Mechanism(s) used | No |
|---|---|---|---|
| a.  To capture students' attendance (excluding WebSAMS, e.g. SmartCard) | | | |
| b.  To handle cash transactions | | | |
| c.  To facilitate communication (e.g. e-mail system, SMS) amongst relevant stakeholders (e.g. teachers, students, parents, alumni) | | | |
| d.  To manage ITEd-related resources (e.g. inventory updates, storage / sharing of learning / teaching resources, maintenance of records) | | | |
| e.  To manage booking of ITEd-related resources (e.g. rooms & IT facilities) | | | |
| f.  To manage students' learning records including other learning experiences (excluding WebSAMS, e.g. e-portfolio, LMS) | | | |
| g.  Others (Please specify: _____ ) | | | |

8. **Please indicate the type(s) of measure(s) / scheme(s) that your school has deployed to enhance students' learning effectiveness:**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a.  Provision of free-of-charge learning resources [Please specify the source(s): _____ ] | | |
| b.  Provision of off-line or on-line fee-charging resources [Please specify related subject(s): _____ ] | | |
| c.  Provision of on-line exercise(s) / test database or item bank(s) (If Yes, please indicate whether qualitative feedback from teachers is available: _____ ) | | |
| d.  Provision of communication platform / tool(s) (e.g. e-mail, discussion forum, blog, chat room) to enhance interaction among students and teachers (Please specify the means: _____ ) | | |
| e.  Teachers are requested to include IT elements in subject- / KLA-based plan(s) as appropriate | | |
| f.  Teachers are requested to include IT elements in learning activity(ies) (e.g. project- / enquiry-based) | | |
| g.  Students are requested to submit assignment(s) via on-line means (e.g. e-mail, e-Learning platform, LMS) (Please specify the means: _____ ) | | |
| h.  Others (Please specify: _____ ) | | |

9. **Please indicate the type(s) of measure(s) / scheme(s) that your school has deployed to promote students' information literacy (IL):**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a.  Seminar(s) / course(s) for students to enhance their IL | | |
| b.  Seminar(s) / course(s) for parents to help their child(ren) develop their IL | | |
| c.  Provision of guidelines on use of IT for teachers | | |
| d.  Provision of guidelines on use of IT for students | | |
| e.  IL is instilled in students through teaching activities of different subjects | | |
| f.  IL is being taught as an independent subject | | |
| g.  IL is integrated into the Computer / IT curriculum | | |
| h.  Others (Please specify: _____ ) | | |

**10. Please indicate the type(s) of measure(s) / scheme(s) your school has deployed to help needy students use IT in their learning after school:**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a. Computers / facilities [excluding those in computer room(s)] available at school for student use beyond school hours | | |
| b. Portable computers on loan to needy students for use at home | | |
| c. Needy students encouraged to apply to join EDB Computer Recycling Programme | | |
| d. Needy students encouraged to apply for computers from other organisations [e.g. non-governmental organisations (NGOs), IT industries] | | |
| e. Financial support given to disadvantaged students for Internet access at home | | |
| f. Call for donation of / recycled computers from students / parents | | |
| g. Others (Please specify: _____ ) | | |

**11. Please indicate the type(s) of measure(s) / scheme(s) that your school deployed to promote staff professional development on ITEd last school year:**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a. Sharing session(s) organised for teachers within school | | |
| b. Sharing session(s) organised for teachers with other schools | | |
| c. Seminar(s) / course(s) / workshop(s) conducted by tertiary institutions / NGO(s) / IT industries for teachers | | |
| d. Staff development programme(s) conducted on-site by EDB | | |
| e. School visit(s) | | |
| f. Incentive scheme(s) (Please specify: _____ ) | | |
| g. Others (Please specify: _____ ) | | |

**12. Please indicate the collaborative project(s) / activity(ies) thatyour school has launched with other organisation(s) on the use of IT for learning / teaching:**

| Project(s) / Activity(ies) | Yes | No |
|---|---|---|
| a. Training course(s) / seminar(s) / workshop(s) / sharing session(s) | | |
| b. School visit(s) | | |
| c. Joint publications | | |
| d. Development and / or trial use of e-learning resource(s) | | |
| e. Development of IT tool(s) / system(s) to facilitate learning / teaching | | |
| f. Development of IT tool(s) / system(s) to facilitate administration / management work | | |
| g. Development of emerging technological device(s) for learning / teaching | | |
| h. Others (Please specify: _____ ) | | |

**13. Please indicate how Computer / IT skills (i.e. technical skills, not Information Literacy) are taught in your school for the current school year:**

| Teaching Mode(s) | Yes | No |
|---|---|---|
| a. Computer / IT is offered as a discrete subject | | |
| b. Computer / IT skills are integrated into the school curriculum (i.e. across different disciplines) | | |
| c. Computer / IT skills are integrated into extra-curricular activities | | |
| d. Others (Please specify: _____ ) | | |

*Please refer to "Response Forms for Q14 & Q15 in Questionnaire" (i.e. Appendix 2 to Project Team's invitation letter) collated from panel heads and/or subject / KLA teacher representatives, and complete Q14 and Q15 accordingly.*

**14. In general, the extent of teachers' use of IT for learning / teaching in my school is as follows:** *(The percentages given below are for the sake of achieving better understanding of the descriptors such as 'Always' and 'A lot'. No computation is needed for this question.)*

| Subject / KLA / Area of Learning | Always (76-100%) | A lot (51-75%) | Sometimes (26-50%) | Rarely (1-25%) | Never (0%) | IT is not applicable in this subject |
|---|---|---|---|---|---|---|
| a. Language | | | | | | |
| b. Mathematics | | | | | | |
| c. General Studies | | | | | | |
| d. Technology Education [Excluding Computer-related subject(s)] | | | | | | |
| e. Computer-related Subject(s) | | | | | | |
| f. Arts Education (including Visual Arts and Music) | | | | | | |
| g. Physical Education | | | | | | |
| h. Practical Skills (including Seld-care & Perceptual Motor Training) | | | | | | |
| i. Liberal Studies for Senior Secondary Levels (including Independent Living Skills) | | | | | | |
| j. Others [e.g. Library period, Religious Studies (Please specify: _____ )] | | | | | | |

**15. Please complete the following regarding teachers' use of IT for learning / teaching based on the information collated:**

| Subject / KLA / Area of Learning | No. of Teachers Represented | No. of Teachers who Reported to | | | | | |
|---|---|---|---|---|---|---|---|
| | | be **confident or very confident** in using IT for learning / teaching | have used **emerging technology** (e.g. Web 2.0 technology such as Blog, Wiki and Podcast) for learning / teaching | have used **IT** for learning / teaching *in the past month* | have used **free-of-charge resources** for learning / teaching *in the past month* | have used off-line or on-line **fee-charging resources** for learning / teaching *in the past month* | have assigned students to use **IT** to perform learning tasks **beyond school hours** *in the past month* |
| a. Language | | | | | | | |
| b. Mathematics | | | | | | | |
| c. General Studies | | | | | | | |
| d. Technology Education [excluding Computer-related subject(s)] | | | | | | | |
| e. Computer-related Subject(s) | | | | | | | |
| f. Arts Education (including Visual Arts and Music) | | | | | | | |
| g. Physical Education | | | | | | | |
| h. Practical Skills (including Self-care & Perceptual Motor Training) | | | | | | | |
| i. Liberal Studies for Senior Secondary Levels (including Independent Living Skills) | | | | | | | |
| j. Others [Please specify (e.g. Library Period, Religious Studies, etc): _____] | | | | | | | |

**16. Please indicate your perception of students' level of competency in the following:** *(The percentages given below are for the sake of achieving better understanding of the descriptors such as 'Very competent' and 'Competent'. No computation is needed for this question.)*

| Competency | Very competent (76-100%) | Competent (51-75%) | Fairly competent (26-50%) | Not competent (1-25%) | Totally not competent (0%) | Not applicable |
|---|---|---|---|---|---|---|
| a. Information search | | | | | | |
| b. Information selection | | | | | | |
| c. Information collation & analysis | | | | | | |
| d. Reporting & presentation | | | | | | |
| e. Proper use of IT (e.g. Internet security, Intellectual Property awareness, Personal Data Privacy awareness) | | | | | | |
| f. Computer operation skills | | | | | | |
| g. Chinese characters input | | | | | | |
| h. Use of digital resources | | | | | | |
| i. Use of emerging technical device(s) [e.g. mobile phone, PDA] | | | | | | |
| j. Others (Please specify: _____) | | | | | | |

**17. In the last school year, did your school / Parent-Teacher Association in your school organise the following activities or carry out the following measures to encourage parents' participation in related work of ITEd in school:**

| Activity(ies) / Measure(s) | Yes | No |
|---|---|---|
| a. Encouraged parents to visit the school website / Intranet so as to understand the situation (e.g. development of ITEd) in school | | |
| b. Provided ITEd-related activities for parents | | |
| c. Explained the work of ITEd in school to parents | | |
| d. Encouraged parents to instill the proper principles, values and attitude in the use of IT into their child(ren) | | |
| e. Others (Please specify: _____) | | |

**18. Please indicate the percentage (to the nearest integer) of students who HAVE:**

    a. Computer access at home     _____

    b. Internet access at home     _____

**19. Which of the following facilities / services are most needed to provide an environment conducive to ITEd: (Please choose the three most needed items)**

| | | |
|---|---|---|
| □ Multi-media computer rooms | □ Enhanced broadband Internet connection | □ e-Learning resources |
| □ Computers and projectors in classrooms | □ Wireless network | □ IT Management Tools |
| □ Interactive electronic whiteboards | □ School campus TV | □ Enhanced on-site technical support services |
| □ Mobile learning devices [e.g. Personal Digital Assistant (PDA), Pocket Personal Computer (PC), Netbook, etc] | □ e-mail system | □ e-Learning platform / Learning Management System (LMS) |
| □ Assistive technology device(s) (e.g. keyboards with enlarged keytops, braille display device, etc.) | □ Others (Please specify: _____ ) | |

**20. Which of the following mode(s) of ITEd professional development for teachers is(are) more preferable to you: (You may choose more than one option below)**

□ Training courses          □ Seminars
□ Special lectures           □ Workshops
□ Training camps           □ School visits
□ Others (Please specify: _____ )

**21. Please indicate your overall level of satisfaction with ITEd or ITEd development in your school.**

□ Very satisfied     □ Satisfied     □ Fairly satisfied     □ Not satisfied     □ Totally not satisfied

**22. Please express your expectations (e.g. types & modes of technical support, parental support, resource support, professional support, etc) on ITEd or ITEd development in the space below.**

# Appendix 7: Questionnaire for Primary School Sector (RS2PE)

1. **Please give the <u>total</u> of each of the following:**

| | |
|---|---|
| a. No. of approved classes: _____ | b. Total no. of students: _____ |
| c. Total no. of classrooms (excluding special rooms[vi] and laboratories): _____ | |
| d. Total no. of special rooms and laboratories [excluding library(ies)]: _____ | |

2. **Please give the <u>total</u> of each of the following items (Put "0" for the total if there is no such item):**

| Items | Total | |
|---|---|---|
| a. No. of computers [desktop & notebook (including netbook)] | Desktop: | Notebook: |
| b. No. of computers [desktop & notebook (including netbook)] for **student use**[vii] | Desktop: | Notebook: |
| c. No. of computers & digital projectors in **All** classrooms (excluding special rooms and laboratories) | Computer: | Projector: |
| d. No. of computers & digital projectors in **All** special rooms and laboratories [excluding library(ies)] | Computer: | Projector: |
| e. No. of computers in school library for **student use** | | |
| f. No. of computer room(s)[viii] opened and computers available for **student use beyond school hours** | Computer Room: | Computer: |
| g. No. of opening hours[ix] (to the **nearest 0.5**) that computer room(s) is(are) opened for **student use beyond school hours per week** | | |
| h. Average no. of students using computers in computer room(s) **beyond school hours per day** | | |
| i. Average no. of hours (to the **nearest 0.5**) that each student uses computer in computer room(s) **beyond school hours per day** | | |
| j. No. of electronic whiteboards | | |
| k. No. of digital projectors for **mobile use** | | |
| l. No. of other digital devices [e.g. Personal Digital Assistant (PDA), eBook reader] used as mobile learning devices (Please specify: _____) | | |
| m. No. of teacher(s) responsible for coordinating ITEd development[x] | | |
| n. No. of IT technical support services (TSS) staff member(s) (non-teaching staff employed for providing IT technical support) | | |
| o. No. of ITEd team members [excluding TSS staff member(s)] | | |
| p. Annual ITEd expenditure[xviii] (to the **nearest 1000**) on average (with reference to the last 2 years' school records)<br>□ 0-200,000 □ 201,000-250,000 □ 251,000-300,000 □ 301,000-400,000<br>□ 401,000-600,000 □ 601,000-800,000 □ >800,000 (Please specify: _____) | | |
| q. Percentage (to the **nearest integer**) of school annual expenditure (excluding teaching staff salaries) spent on ITEd on average (with reference to the last 2 years' school records) | | |

3. **Please indicate the availability of the following in your school:**

| Items | Yes | No |
|---|---|---|
| a. School homepage | | |
| b. School Intranet | | |
| c. e-Learning platform[xiii] / Learning Management System (LMS) | | |
| d. Teachers' homepage(s) | | |
| e. Students' homepage(s) | | |
| f. Campus TV | | |
| g. Other Internet service(s) [Please specify (e.g. blog): _____ ] | | |
| h. Wi-Fi connectivity within school campus | | |

4. **Please indicate the bandwidth of Internet connectivity in your school:**

   □ <25 Mb □ 25 - <50 Mb □ 50 - <100 Mb □ 100 Mb □ >100 Mb (Please specify: _____ )

5. **Please indicate if there is any ITEd Development Plan in your school:**

   □ Yes □ No (***Go to Q7***)

   a. It is formulated as
      □ an integral part of school development plan (***Go to Q5c***) □ a separate plan
   b. Duration of the **separate** ITEd development plan on average
      □ 1 year □ 2 years □ 3 years □ > 3 years (Please specify: _____ )
   c. Evaluation mechanism(s)[xiv] on the development of ITEd is(are) available
      □ Yes □ No

**6.** **Please indicate the importance of each of the following goals in formulating your school ITEd development plan:**

| Goals | Very important | Important | Fairly important | Not important | Totally not important |
|---|---|---|---|---|---|
| a. To improve students' learning outcomes | | | | | |
| b. To enhance students' understanding of subject content | | | | | |
| c. To provide suitable learning activities according to needs of individual students | | | | | |
| d. To strengthen students' initiative, independence and sense of responsibility in learning | | | | | |
| e. To strengthen / develop students' generic skills (e.g. analytical skills, creativity, & collaboration skills) | | | | | |
| f. To meet the expectations of parents | | | | | |
| g. To meet the expectations of the community | | | | | |
| h. To improve communication & cooperation among school, parents & the community | | | | | |
| i. To provide guidance / briefing sessions so as to prepare students for further studies / future careers | | | | | |
| j. To promote cross-subject / curricular collaboration activities for enhancing students' learning | | | | | |
| k. To foster students' information literacy (IL)[xix] | | | | | |
| l. To promote learning through assessment | | | | | |
| m. Others (Please specify: _____ ) | | | | | |

**7.** **Please indicate the area(s) that your school has deployed IT [e.g. e-System(s) / Mechanism(s)] to facilitate work flow and specify related e-system(s) / mechanism(s) used (if any):**

| Area(s) | Yes | e-System(s) / Mechanism(s) used | No |
|---|---|---|---|
| a. To capture students' attendance (excluding WebSAMS, e.g. SmartCard) | | | |
| b. To handle cash transactions | | | |
| c. To facilitate communication (e.g. e-mail system, SMS) amongst relevant stakeholders (e.g. teachers, students, parents, alumni) | | | |
| d. To manage ITEd-related resources (e.g. inventory updates, storage / sharing of learning / teaching resources, maintenance of records) | | | |
| e. To manage booking of ITEd-related resources (e.g. rooms & IT facilities) | | | |
| f. To manage students' learning records including other learning experiences (excluding WebSAMS, e.g. e-portfolio, LMS) | | | |
| g. Others (Please specify: _____ ) | | | |

**8.** **Please indicate the type(s) of measure(s) / scheme(s) that your school has deployed to enhance students' learning effectiveness:**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a. Provision of free-of-charge[xx] learning resources [Please specify the source(s): _____ ] | | |
| b. Provision of off-line or on-line fee-charging resources [Please specify related subject(s): _____ ] | | |
| c. Provision of on-line exercise(s) / test database or item bank(s) (If Yes, please indicate whether qualitative feedback from teachers is available: _____ ) | | |
| d. Provision of communication platform / tool(s) (e.g. e-mail, discussion forum, blog, chat room) to enhance interaction among students and teachers (Please specify the means: _____ ) | | |
| e. Teachers are requested to include IT elements in subject- / KLA-based plan(s) as appropriate | | |
| f. Teachers are requested to include IT elements in learning activity(ies) (e.g. project- / enquiry-based) | | |
| g. Students are requested to submit assignment(s) via on-line means (e.g. e-mail, e-Learning platform, LMS) (Please specify the means: _____ ) | | |
| h. Others (Please specify: _____ ) | | |

**9.** **Please indicate the type(s) of measure(s) / scheme(s) that your school has deployed to promote students' information literacy (IL):**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a. Seminar(s) / course(s) for students to enhance their IL | | |
| b. Seminar(s) / course(s) for parents to help their child(ren) develop their IL | | |
| c. Provision of guidelines on use of IT[xxi] for teachers | | |
| d. Provision of guidelines on use of IT for students | | |
| e. IL is instilled in students through teaching activities of different subjects | | |
| f. IL is being taught as an independent subject | | |
| g. IL is integrated into the Computer / IT curriculum | | |
| h. Others (Please specify: _____ ) | | |

10. **Please indicate the type(s) of measure(s) / scheme(s) that your school has deployed to help needy students use IT in their learning after school:**

| | Measure(s) / Scheme(s) | Yes | No |
|---|---|---|---|
| a. | Computers / facilities [excluding those in computer room(s)] available at school for student use beyond school hours | | |
| b. | Portable computers on loan to needy students for use at home | | |
| c. | Needy students encouraged to apply to join EDB Computer Recycling Programme | | |
| d. | Needy students encouraged to apply for computers from other organisations [e.g. non-governmental organisations (NGOs), IT industries] | | |
| e. | Financial support given to disadvantaged students for Internet access at home | | |
| f. | Call for donation of / recycled computers from students / parents | | |
| g. | Others (Please specify: _____ ) | | |

11. **Please indicate the type(s) of measure(s) / scheme(s) that your school deployed to promote staff professional development on ITEd last school year:**

| | Measure(s) / Scheme(s) | Yes | No |
|---|---|---|---|
| a. | Sharing session(s) organised for teachers within school | | |
| b. | Sharing session(s) organised for teachers with other schools | | |
| c. | Seminar(s) / course(s) / workshop(s) conducted by tertiary institutions / NGO(s) / IT industries for teachers | | |
| d. | Staff development programme(s) conducted on-site by EDB | | |
| e. | School visit(s) | | |
| f. | Incentive scheme(s) (Please specify: _____ ) | | |
| g. | Others (Please specify: _____ ) | | |

12. **Please indicate the collaborative project(s) / activity(ies) that your school has launched with other organisation(s) on the use of IT for learning / teaching:**

| | Project(s) / Activity(ies) | Yes | No |
|---|---|---|---|
| a. | Training course(s) / seminar(s) / workshop(s) / sharing session(s) | | |
| b. | School visit(s) | | |
| c. | Joint publications | | |
| d. | Development and / or trial use of e-learning resource(s) | | |
| e. | Development of IT tool(s) / system(s) to facilitate learning / teaching | | |
| f. | Development of IT tool(s) / system(s) to facilitate administration / management work | | |
| g. | Development of emerging technological device(s) for learning / teaching | | |
| h. | Others (Please specify: _____ ) | | |

13. **Please indicate how Computer / IT skills (i.e. technical skills, not Information Literacy) are taught in your school for the current school year:**

| | Teaching Mode(s) | Yes | No |
|---|---|---|---|
| a. | Computer / IT is offered as a discrete subject | | |
| b. | Computer / IT skills are integrated into the school curriculum (i.e. across different disciplines) | | |
| c. | Computer / IT skills are integrated into extra-curricular activities | | |
| d. | Others (Please specify: _____ ) | | |

*Please refer to "Response Forms for Q14 & Q15 in Questionnaire" (i.e. Appendix 2 to Project Team's invitation letter) collated from panel heads and/or subject / KLA teacher representatives, and complete Q14 and Q15 accordingly.*

14. **In general, the extent of teachers' use of IT for learning / teaching in my school is as follows:** *(The percentages given below are for the sake of achieving better understanding of the descriptors such as 'Always' and 'A lot'. No computation is needed for this question.)*

| | Subject / KLA | Always (76-100%) | A lot (51-75%) | Sometimes (26-50%) | Rarely (1-25%) | Never (0%) | Not applicable |
|---|---|---|---|---|---|---|---|
| a. | Chinese Language Education (including Putonghua) | | | | | | |
| b. | English Language Education | | | | | | |
| c. | Mathematics Education | | | | | | |
| d. | General Studies [excluding Computer-related subject(s)] | | | | | | |
| e. | Computer-related Subject(s) | | | | | | |
| f. | Arts Education (including Visual Arts and Music) | | | | | | |
| g. | Physical Education | | | | | | |
| h. | Others [e.g. Library period, Religious Studies (Please specify: _____ )] | | | | | | |

**15. Please complete the following regarding teachers' use of IT for learning / teaching based on the information collated:**

| Subject / KLA | No. of Teachers Represented | No. of Teachers who Reported to | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | | be **confident or very confident** in using IT for learning / teaching | have used **emerging technology** (e.g. Web 2.0 technology such as Blog, Wiki and Podcast) for learning / teaching | have used **IT** for learning / teaching *in the past month* | have used **Depository of Curriculum-based Learning & Teaching Resources** developed by EDB for learning / teaching *in the past month* | have used **free-of-charge resources other than the mentioned Depository** for learning / teaching *in the past month* | have used off-line or on-line **fee-charging resources** for learning / teaching *in the past month* | have assigned students to use **IT** to perform learning tasks **beyond school hours** *in the past month* |
| b. Chinese Language Education (including Putonghua) | | | | | | | | |
| b. English Language Education | | | | | | | | |
| c. Mathematics Education | | | | | | | | |
| d. General Studies [excluding Computer-related subject(s)] | | | | | | | | |
| e. Computer-related Subject(s) | | | | | | | | |
| f. Arts Education (including Visual Arts and Music) | | | | | | | | |
| g. Physical Education | | | | | | | | |
| h. Others [Please specify (e.g. Library Period, Religious Studies, etc): _____ ] | | | | | | | | |

**16. Please indicate your perception of students' level of competency in the following:** *(The percentages given below are for the sake of achieving better understanding of the descriptors such as 'Very competent' and 'Competent'. No computation is needed for this question.)*

| Competency | Very competent (76-100%) | Competent (51-75%) | Fairly competent (26-50%) | Not competent (1-25%) | Totally not competent (0%) | Not applicable |
|---|---|---|---|---|---|---|
| a. Information search | | | | | | |
| b. Information selection | | | | | | |
| c. Information collation & analysis | | | | | | |
| d. Reporting & presentation | | | | | | |
| e. Proper use of IT (e.g. Internet security, Intellectual Property awareness, Personal Data Privacy awareness) | | | | | | |
| f. Computer operation skills | | | | | | |
| g. Chinese characters input | | | | | | |
| h. Use of digital resources | | | | | | |
| i. Use of emerging technical device(s) [e.g. mobile phone, PDA] | | | | | | |
| j. Others (Please specify: _____ ) | | | | | | |

**17. In the last school year, did your school / Parent-Teacher Association in your school organise the following activities or carry out the following measures to encourage parents' participation in related work of ITEd in school:**

| Activity(ies) / Measure(s) | Yes | No |
|---|---|---|
| a. Encouraged parents to visit the school website / Intranet so as to understand the situation (e.g. development of ITEd) in school | | |
| b. Provided ITEd-related activities for parents | | |
| c. Explained the work of ITEd in school to parents | | |
| d. Encouraged parents to instill the proper principles, values and attitude in the use of IT into their child(ren) | | |
| e. Others (Please specify: _____ ) | | |

**18. According to the most recent information, please indicate the percentage (to the nearest integer) of students who HAVE:**
   a. Computer access at home     _____

43

b. Internet access at home            _____

19. **Which of the following facilities / services are most needed to provide an environment conducive to ITEd: (Please choose the three most needed items)**

☐ Multi-media computer rooms          ☐ Enhanced broadband Internet connection          ☐ e-Learning resources

☐ Computers and projectors in classrooms          ☐ Wireless network          ☐ IT Management Tools

☐ Interactive electronic whiteboards          ☐ School campus TV          ☐ Enhanced on-site technical support services

☐ Mobile learning devices [e.g. Personal Digital Assistant (PDA), Pocket Personal Computer (PC), Netbook, etc]          ☐ e-mail system          ☐ e-Learning platform / Learning Management System (LMS)

          ☐ Others (Please specify: _____ )

20. **Which of the following mode(s) of ITEd professional development for teachers is(are) more preferable to your school: (You may choose more than one option below)**

☐ Training courses          ☐ Seminars
☐ Special lectures          ☐ Workshops
☐ Training camps          ☐ School visits
☐ Others (Please specify: _____ )

21. **Please indicate your school's overall level of satisfaction with ITEd or ITEd development in your school.**

☐ Very satisfied          ☐ Satisfied          ☐ Fairly satisfied          ☐ Not satisfied          ☐ Totally not satisfied

22. **Please express your school's expectations (e.g. types & modes of technical support, parental support, resource support, professional support, etc) on ITEd or ITEd development in the space below.**

**Appendix 8: Questionnaire for Secondary School Sector (RS2SE)**

1. **Please give the <u>total</u> of each of the following:**

| | |
|---|---|
| a. No. of approved classes: _____ | b. Total no. of students: _____ |
| c. Total no. of classrooms (excluding special rooms and laboratories): _____ ||
| d. Total no. of special rooms and laboratories [excluding library(ies)]: _____ ||

2. **Please give the <u>total</u> of each of the following items (Put "0" for the total if there is no such item):**

| Items | Total | |
|---|---|---|
| a. No. of computers [desktop & notebook (including netbook)] | Desktop: | Notebook: |
| b. No. of computers [desktop & notebook (including netbook)] for **student use** | Desktop: | Notebook: |
| c. No. of computers & digital projectors in <u>**All**</u> classrooms (excluding special rooms and laboratories) | Computer: | Projector: |
| d. No. of computers & digital projectors in <u>**All**</u> special rooms and laboratories [excluding library(ies)] | Computer: | Projector: |
| e. No. of computers in school library for **student use** | | |
| f. No. of computer room(s) opened and computers available for **student use beyond school hours** | Computer Room: | Computer: |
| g. No. of opening hours (to the **<u>nearest 0.5</u>**) that computer room(s) is(are) opened for **student use beyond school hours per week** | | |
| h. Average no. of students using computers in computer room(s) **beyond school hours per day** | | |
| i. Average no. of hours (to the **<u>nearest 0.5</u>**) that each student uses computer in computer room(s) **beyond school hours per day** | | |
| j. No. of electronic whiteboards | | |
| k. No. of digital projectors for **mobile use** | | |
| l. No. of other digital devices [e.g. Personal Digital Assistant (PDA), eBook reader] used as mobile learning devices (Please specify: _____ ) | | |
| m. No. of teacher(s) responsible for coordinating ITEd development | | |
| n. No. of IT technical support services (TSS) staff member(s) (non-teaching staff employed for providing IT technical support) | | |
| o. No. of ITEd team members [excluding TSS staff member(s)] | | |
| p. Annual ITEd expenditure (to the **<u>nearest 1000</u>**) on average (with reference to the last 2 years' school records) <br> □ 0-200,000 □ 201,000-250,000 □ 251,000-300,000 □ 301,000-400,000 <br> □ 401,000-600,000 □ 601,000-800,000 □ >800,000 (Please specify: _____ ) | | |
| q. Percentage (to the **<u>nearest integer</u>**) of school annual expenditure (excluding teaching staff salaries) spent on ITEd on average (with reference to the last 2 years' school records) | | |

3. **Please indicate the availability of the following in your school:**

| Items | Yes | No |
|---|---|---|
| a. School homepage | | |
| b. School Intranet | | |
| c. e-Learning platform / Learning Management System (LMS) | | |
| d. Teachers' homepage(s) | | |
| e. Students' homepage(s) | | |
| f. Campus TV | | |
| g. Other Internet service(s) [Please specify (e.g. blog): _____ ] | | |
| h. Wi-Fi connectivity within school campus | | |

4. **Please indicate the bandwidth of Internet connectivity in your school:**

   □ <25 Mb □ 25 - <50 Mb □ 50 - <100 Mb □ 100 Mb □ >100 Mb (Please specify: _____ )

5. **Please indicate if there is any ITEd Development Plan in your school:**

   □ Yes □ No (***Go to Q7***)

   a. It is formulated as
      □ an integral part of school development plan (***Go to Q5c***) □ a separate plan
   b. Duration of the **<u>separate</u>** ITEd development plan on average
      □ 1 year □ 2 years □ 3 years □ > 3 years (Please specify: _____ )
   c. Evaluation mechanism(s) on the development of ITEd is(are) available
      □ Yes □ No

6. **Please indicate the importance of each of the following goals in formulating your school ITEd development plan:**

| Goals | Very important | Important | Fairly important | Not important | Totally not important |
|---|---|---|---|---|---|
| a. To improve students' learning outcomes | | | | | |
| b. To enhance students' understanding of subject content | | | | | |
| c. To provide suitable learning activities according to needs of individual students | | | | | |
| d. To strengthen students' initiative, independence and sense of responsibility in learning | | | | | |
| e. To strengthen / develop students' generic skills (e.g. analytical skills, creativity, & collaboration skills) | | | | | |
| f. To meet the expectations of parents | | | | | |
| g. To meet the expectations of the community | | | | | |
| h. To improve communication & cooperation among school, parents & the community | | | | | |
| i. To provide guidance / briefing sessions so as to prepare students for further studies / future careers | | | | | |
| j. To promote cross-subject / curricular collaboration activities for enhancing students' learning | | | | | |
| k. To foster students' information literacy (IL) | | | | | |
| l. To promote learning through assessment | | | | | |
| m. Others (Please specify: _____ ) | | | | | |

7. **Please indicate the area(s) that your school has deployed IT [e.g. e-System(s) / Mechanism(s)] to facilitate work flow and specify related e-system(s) / mechanism(s) used (if any):**

| Area(s) | Yes | e-System(s) / Mechanism(s) used | No |
|---|---|---|---|
| a. To capture students' attendance (excluding WebSAMS, e.g. SmartCard) | | | |
| b. To handle cash transactions | | | |
| c. To facilitate communication (e.g. e-mail system, SMS) amongst relevant stakeholders (e.g. teachers, students, parents, alumni) | | | |
| d. To manage ITEd-related resources (e.g. inventory updates, storage / sharing of learning / teaching resources, maintenance of records) | | | |
| e. To manage booking of ITEd-related resources (e.g. rooms & IT facilities) | | | |
| f. To manage students' learning records including other learning experiences (excluding WebSAMS, e.g. e-portfolio, LMS) | | | |
| g. Others (Please specify: _____ ) | | | |

8. **Please indicate the type(s) of measure(s) / scheme(s) that your school has deployed to enhance students' learning effectiveness:**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a. Provision of free-of-charge learning resources [Please specify the source(s): _____ ] | | |
| b. Provision of off-line or on-line fee-charging resources [Please specify related subject(s): _____ ] | | |
| c. Provision of on-line exercise(s) / test database or item bank(s) (If Yes, please indicate whether qualitative feedback from teachers is available: _____ ) | | |
| d. Provision of communication platform / tool(s) (e.g. e-mail, discussion forum, blog, chat room) to enhance interaction among students and teachers (Please specify the means: _____ ) | | |
| e. Teachers are requested to include IT elements in subject- / KLA-based plan(s) as appropriate | | |
| f. Teachers are requested to include IT elements in learning activity(ies) (e.g. project- / enquiry-based) | | |
| g. Students are requested to submit assignment(s) via on-line means (e.g. e-mail, e-Learning platform, LMS) (Please specify the means: _____ ) | | |
| h. Others (Please specify: _____ ) | | |

9. **Please indicate the type(s) of measure(s) / scheme(s) that your school has deployed to promote students' information literacy (IL):**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a. Seminar(s) / course(s) for students to enhance their IL | | |
| b. Seminar(s) / course(s) for parents to help their child(ren) develop their IL | | |
| c. Provision of guidelines on use of IT for teachers | | |
| d. Provision of guidelines on use of IT for students | | |
| e. IL is instilled in students through teaching activities of different subjects | | |
| f. IL is being taught as an independent subject | | |
| g. IL is integrated into the Computer / IT curriculum | | |
| h. Others (Please specify: _____ ) | | |

10. **Please indicate the type(s) of measure(s) / scheme(s) that your school has deployed to help needy students use IT in their learning after school:**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a. Computers / facilities [excluding those in computer room(s)] available at school for student use beyond school hours | | |
| b. Portable computers on loan to needy students for use at home | | |
| c. Needy students encouraged to apply to join EDB Computer Recycling Programme | | |
| d. Needy students encouraged to apply for computers from other organisations [e.g. non-governmental organisations (NGOs), IT industries] | | |
| e. Financial support given to disadvantaged students for Internet access at home | | |
| f. Call for donation of / recycled computers from students / parents | | |
| g. Others (Please specify: _____ ) | | |

11. **Please indicate the type(s) of measure(s) / scheme(s) that your school deployed to promote staff professional development on ITEd last school year:**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a. Sharing session(s) organised for teachers within school | | |
| b. Sharing session(s) organised for teachers with other schools | | |
| c. Seminar(s) / course(s) / workshop(s) conducted by tertiary institutions / NGO(s) / IT industries for teachers | | |
| d. Staff development programme(s) conducted on-site by EDB | | |
| e. School visit(s) | | |
| f. Incentive scheme(s) (Please specify: _____ ) | | |
| g. Others (Please specify: _____ ) | | |

12. **Please indicate the collaborative project(s) / activity(ies) that your school has launched with other organisation(s) on the use of IT for learning / teaching:**

| Project(s) / Activity(ies) | Yes | No |
|---|---|---|
| a. Training course(s) / seminar(s) / workshop(s) / sharing session(s) | | |
| b. School visit(s) | | |
| c. Joint publications | | |
| d. Development and / or trial use of e-learning resource(s) | | |
| e. Development of IT tool(s) / system(s) to facilitate learning / teaching | | |
| f. Development of IT tool(s) / system(s) to facilitate administration / management work | | |
| g. Development of emerging technological device(s) for learning / teaching | | |
| h. Others (Please specify: _____ ) | | |

13. **Please indicate how Computer / IT skills (i.e. technical skills, not Information Literacy) are taught in your school for the current school year:**

| Teaching Mode(s) | Yes | No |
|---|---|---|
| a. Computer / IT is offered as a discrete subject[14] | | |
| b. Computer / IT skills are integrated into the school curriculum (i.e. across different disciplines) | | |
| c. Computer / IT skills are integrated into extra-curricular activities | | |
| d. Others (Please specify: _____ ) | | |

*Please refer to "Response Forms for Q14 & Q15 in Questionnaire" (i.e. Appendix 2 to Project Team's invitation letter) collated from panel heads and/or subject / KLA teacher representatives, and complete Q14 and Q15 accordingly.*

14. **In general, the extent of teachers' use of IT for learning / teaching in my school is as follows:** *(The percentages given below are for the sake of achieving better understanding of the descriptors such as 'Always' and 'A lot'. No computation is needed for this question.)*

| Subject / KLA | Always (76-100%) | A lot (51-75%) | Sometimes (26-50%) | Rarely (1-25%) | Never (0%) | Not applicable |
|---|---|---|---|---|---|---|
| a. Chinese Language Education (including Putonghua) | | | | | | |
| b. English Language Education | | | | | | |
| c. Mathematics Education | | | | | | |
| d. Science Education | | | | | | |
| e. Technology Education [excluding Computer-related subject(s)] | | | | | | |
| f. Computer-related Subject(s) | | | | | | |
| g. Personal, Social & Humanities Education | | | | | | |
| h. Arts Education (including Visual Arts and Music) | | | | | | |
| i. Physical Education | | | | | | |
| j. Liberal Studies for Senior Secondary Levels | | | | | | |
| k. Others [e.g. Library period, Religious Studies (Please specify: _____ )] | | | | | | |

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[14] Excluding Computer & Information Technology / Information & Communication Technology subjects offered for upper forms.

**15. Please complete the following regarding teachers' use of IT for learning / teaching based on the information collated:**

| Subject / KLA | No. of Teachers Represented | No. of Teachers who Reported to | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | | be **confident or very confident** in using IT for learning / teaching | have used **emerging technology** (e.g. Web 2.0 technology such as Blog, Wiki and Podcast) for learning / teaching | have used **IT** for learning / teaching *in the past month* | have used **Depository of Curriculum-based Learning & Teaching Resources** developed by EDB for learning / teaching *in the past month* | have used **free-of-charge resources other than the mentioned Depository** for learning / teaching *in the past month* | have used off-line or on-line **fee-charging resources** for learning / teaching *in the past month* | have assigned students to use **IT** to perform learning tasks **beyond school hours** *in the past month* |
| c. Chinese Language Education (including Putonghua) | | | | | | | | |
| b. English Language Education | | | | | | | | |
| c. Mathematics Education | | | | | | | | |
| d. Science Education | | | | | | | | |
| e. Technology Education [excluding Computer-related subject(s)] | | | | | | | | |
| f. Computer-related Subject(s) | | | | | | | | |
| g. Personal, Social & Humanities Education | | | | | | | | |
| h. Arts Education (including Visual Arts and Music) | | | | | | | | |
| i. Physical Education | | | | | | | | |
| j. Liberal Studies for Senior Secondary Levels | | | | | | | | |
| k. Others [e.g. Library period, Religious Studies (Please specify: _____ )] | | | | | | | | |

**16. Please indicate your perception of students' level of competency in the following:** *(The percentages given below are for the sake of achieving better understanding of the descriptors such as 'Very competent' and 'Competent'. No computation is needed for this question.)*

| Competency | Very competent (76-100%) | Competent (51-75%) | Fairly competent (26-50%) | Not competent (1-25%) | Totally not competent (0%) | Not applicable |
|---|---|---|---|---|---|---|
| a. Information search | | | | | | |
| b. Information selection | | | | | | |
| c. Information collation & analysis | | | | | | |
| d. Reporting & presentation | | | | | | |
| e. Proper use of IT (e.g. Internet security, Intellectual Property awareness, Personal Data Privacy awareness) | | | | | | |
| f. Computer operation skills | | | | | | |
| g. Chinese characters input | | | | | | |
| h. Use of digital resources | | | | | | |
| i. Use of emerging technical device(s) [e.g. mobile phone, PDA] | | | | | | |
| j. Others (Please specify: _____ ) | | | | | | |

**17. In the last school year, did your school / Parent-Teacher Association in your school organise the following activities or carry out the following measures to encourage parents' participation in related work of ITEd in school:**

| Activity(ies) / Measure(s) | Yes | No |
|---|---|---|
| a. Encouraged parents to visit the school website / Intranet so as to understand the situation (e.g. development of ITEd) in school | | |
| b. Provided ITEd-related activities for parents | | |
| c. Explained the work of ITEd in school to parents | | |
| d. Encouraged parents to instill the proper principles, values and attitude in the use of IT into their child(ren) | | |
| e. Others (Please specify: _____ ) | | |

**18. According to the most recent information, please indicate the percentage (to the <u>nearest integer</u>) of students who <u>HAVE</u>:**
    a.   Computer access at home    _____
    b.   Internet access at home    _____

**19. Which of the following facilities / services are most needed to provide an environment conducive to ITEd: (<u>Please choose the three most needed items</u>)**

| | | |
|---|---|---|
| □ Multi-media computer rooms | □ Enhanced broadband Internet connection | □ e-Learning resources |
| □ Computers and projectors in classrooms | □ Wireless network | □ IT Management Tools |
| □ Interactive electronic whiteboards | □ School campus TV | □ Enhanced on-site technical support services |
| □ Mobile learning devices [e.g. Personal Digital Assistant (PDA), Pocket Personal Computer (PC), Netbook, etc] | □ e-mail system | □ e-Learning platform / Learning Management System (LMS) |
| | □ Others (Please specify: _____ ) | |

**20. Which of the following mode(s) of ITEd professional development for teachers is(are) <u>more preferable</u> to your school: (You may choose more than one option below)**
    □ Training courses               □ Seminars
    □ Special lectures               □ Workshops
    □ Training camps              □ School visits
    □ Others (Please specify: _____ )

**21. Please indicate your school's <u>overall level of satisfaction</u> with ITEd or ITEd development in your school.**
    □ Very satisfied    □ Satisfied    □ Fairly satisfied    □ Not satisfied    □ Totally not satisfied

**22. Please express your school's <u>expectations</u> (e.g. types & modes of technical support, parental support, resource support, professional support, etc) on ITEd or ITEd development in the space below.**

| |
|---|
|   |

# Appendix 9: Questionnaire for Special School Mainstream Curriculum Sector (RS2EME)

**1. Please give the total of each of the following:**

| | |
|---|---|
| a. No. of approved classes: _____ | b. Total no. of students: _____ |
| c. Total no. of classrooms (excluding special rooms and laboratories): _____ | |
| d. Total no. of special rooms and laboratories [excluding library(ies)]: _____ | |

**2. Please give the total of each of the following items (Put "0" for the total if there is no such item):**

| Items | Total | |
|---|---|---|
| a. No. of computers [desktop & notebook (including netbook)] | Desktop: | Notebook: |
| b. No. of computers [desktop & notebook (including netbook)] for **student use** | Desktop: | Notebook: |
| c. No. of computers & digital projectors in **All** classrooms (excluding special rooms and laboratories) | Computer: | Projector: |
| d. No. of computers & digital projectors in **All** special rooms and laboratories [excluding library(ies)] | Computer: | Projector: |
| e. No. of computers in school library for **student use** | | |
| f. No. of computer room(s) opened and computers available for **student use beyond school hours** | Computer Room: | Computer: |
| g. No. of opening hours (to the **nearest 0.5**) that computer room(s) is(are) opened for **student use beyond school hours per week** | | |
| h. Average no. of students using computers in computer room(s) **beyond school hours per day** | | |
| i. Average no. of hours (to the **nearest 0.5**) that each student uses computer in computer room(s) **beyond school hours per day** | | |
| j. No. of electronic whiteboards | | |
| k. No. of digital projectors for **mobile use** | | |
| l. No. of other digital devices [e.g. Personal Digital Assistant (PDA), eBook reader] used as mobile learning devices (Please specify: _____ ) | | |
| m. No. of teacher(s) responsible for coordinating ITEd development | | |
| n. No. of IT technical support services (TSS) staff member(s) (non-teaching staff employed for providing IT technical support) | | |
| o. No. of ITEd team members [excluding TSS staff member(s)] | | |
| p. Annual ITEd expenditure (to the **nearest 1000**) on average (with reference to the last 2 years' school records) □ 0-200,000  □ 201,000-250,000  □ 251,000-300,000  □ 301,000-400,000  □ 401,000-600,000  □ 601,000-800,000  □ >800,000 (Please specify: _____ ) | | |
| q. Percentage (to the **nearest integer**) of school annual expenditure (excluding teaching staff salaries) spent on ITEd on average (with reference to the last 2 years' school records) | | |

**3. Please indicate the availability of the following in your school:**

| Items | Yes | No |
|---|---|---|
| a. School homepage | | |
| b. School Intranet | | |
| c. e-Learning platform / Learning Management System (LMS) | | |
| d. Teachers' homepage(s) | | |
| e. Students' homepage(s) | | |
| f. Campus TV | | |
| g. Other Internet service(s) [Please specify (e.g. blog): _____ ] | | |
| h. Wi-Fi connectivity within school campus | | |

**4. Please indicate the bandwidth of Internet connectivity in your school:**

□ <25 Mb     □ 25 - <50 Mb     □ 50 - <100 Mb     □ 100 Mb     □ >100 Mb (Please specify: _____ )

**5. Please indicate if there is any ITEd Development Plan in your school:**

□ Yes          □ No (***Go to Q7***)

a. It is formulated as
   □ an integral part of school development plan (***Go to Q5c***)     □ a separate plan
b. Duration of the **separate** ITEd development plan on average
   □ 1 year     □ 2 years     □ 3 years     □ > 3 years (Please specify: _____ )
c. Evaluation mechanism(s) on the development of ITEd is(are) available
   □ Yes     □ No

6. **Please indicate the importance of each of the following goals in formulating your school ITEd development plan:**

| Goals | Very important | Important | Fairly important | Not important | Totally not important |
|---|---|---|---|---|---|
| a. To improve students' learning outcomes | | | | | |
| b. To enhance students' understanding of subject content | | | | | |
| c. To provide suitable learning activities according to needs of individual students | | | | | |
| d. To strengthen students' initiative, independence and sense of responsibility in learning | | | | | |
| e. To strengthen / develop students' generic skills (e.g. analytical skills, creativity, & collaboration skills) | | | | | |
| f. To meet the expectations of parents | | | | | |
| g. To meet the expectations of the community | | | | | |
| h. To improve communication & cooperation among school, parents & the community | | | | | |
| i. To provide guidance / briefing sessions so as to prepare students for further studies / future careers | | | | | |
| j. To promote cross-subject / curricular collaboration activities for enhancing students' learning | | | | | |
| k. To foster students' information literacy (IL) | | | | | |
| l. To promote learning through assessment | | | | | |
| m. Others (Please specify: _____ ) | | | | | |

7. **Please indicate the area(s) that your school has deployed IT [e.g. e-System(s) / Mechanism(s)] to facilitate work flow and specify related e-system(s) / mechanism(s) used (if any):**

| Area(s) | Yes | e-System(s) / Mechanism(s) used | No |
|---|---|---|---|
| a. To capture students' attendance (excluding WebSAMS, e.g. SmartCard) | | | |
| b. To handle cash transactions | | | |
| c. To facilitate communication (e.g. e-mail system, SMS) amongst relevant stakeholders (e.g. teachers, students, parents, alumni) | | | |
| d. To manage ITEd-related resources (e.g. inventory updates, storage / sharing of learning / teaching resources, maintenance of records) | | | |
| e. To manage booking of ITEd-related resources (e.g. rooms & IT facilities) | | | |
| f. To manage students' learning records including other learning experiences (excluding WebSAMS, e.g. e-portfolio, LMS) | | | |
| g. Others (Please specify: _____ ) | | | |

8. **Please indicate the type(s) of measure(s) / scheme(s) that your school has deployed to enhance students' learning effectiveness:**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a. Provision of free-of-charge learning resources [Please specify the source(s): _____ ] | | |
| b. Provision of off-line or on-line fee-charging resources [Please specify related subject(s): _____ ] | | |
| c. Provision of on-line exercise(s) / test database or item bank(s) (If Yes, please indicate whether qualitative feedback from teachers is available: _____ ) | | |
| d. Provision of communication platform / tool(s) (e.g. e-mail, discussion forum, blog, chat room) to enhance interaction among students and teachers (Please specify the means: _____ ) | | |
| e. Teachers are requested to include IT elements in subject- / KLA-based plan(s) as appropriate | | |
| f. Teachers are requested to include IT elements in learning activity(ies) (e.g. project- / enquiry-based) | | |
| g. Students are requested to submit assignment(s) via on-line means (e.g. e-mail, e-Learning platform, LMS) (Please specify the means: _____ ) | | |
| h. Others (Please specify: _____ ) | | |

9. **Please indicate the type(s) of measure(s) / scheme(s) that your school has deployed to promote students' information literacy (IL):**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a. Seminar(s) / course(s) for students to enhance their IL | | |
| b. Seminar(s) / course(s) for parents to help their child(ren) develop their IL | | |
| c. Provision of guidelines on use of IT for teachers | | |
| d. Provision of guidelines on use of IT for students | | |
| e. IL is instilled in students through teaching activities of different subjects | | |
| f. IL is being taught as an independent subject | | |
| g. IL is integrated into the Computer / IT curriculum | | |
| h. Others (Please specify: _____ ) | | |

10. **Please indicate the type(s) of measure(s) / scheme(s) that your school has deployed to help needy students use IT in their learning after school:**

| | Measure(s) / Scheme(s) | Yes | No |
|---|---|---|---|
| a. | Computers / facilities [excluding those in computer room(s)] available at school for student use beyond school hours | | |
| b. | Portable computers on loan to needy students for use at home | | |
| c. | Needy students encouraged to apply to join EDB Computer Recycling Programme | | |
| d. | Needy students encouraged to apply for computers from other organisations [e.g. non-governmental organisations (NGOs), IT industries] | | |
| e. | Financial support given to disadvantaged students for Internet access at home | | |
| f. | Call for donation of / recycled computers from students / parents | | |
| g. | Others (Please specify: _____ ) | | |

11. **Please indicate the type(s) of measure(s) / scheme(s) that your school deployed to promote staff professional development on ITEd last school year:**

| | Measure(s) / Scheme(s) | Yes | No |
|---|---|---|---|
| a. | Sharing session(s) organised for teachers within school | | |
| b. | Sharing session(s) organised for teachers with other schools | | |
| c. | Seminar(s) / course(s) / workshop(s) conducted by tertiary institutions / NGO(s) / IT industries for teachers | | |
| d. | Staff development programme(s) conducted on-site by EDB | | |
| e. | School visit(s) | | |
| f. | Incentive scheme(s) (Please specify: _____ ) | | |
| g. | Others (Please specify: _____ ) | | |

12. **Please indicate the collaborative project(s) / activity(ies) that your school has launched with other organisation(s) on the use of IT for learning / teaching:**

| | Project(s) / Activity(ies) | Yes | No |
|---|---|---|---|
| a. | Training course(s) / seminar(s) / workshop(s) / sharing session(s) | | |
| b. | School visit(s) | | |
| c. | Joint publications | | |
| d. | Development and / or trial use of e-learning resource(s) | | |
| e. | Development of IT tool(s) / system(s) to facilitate learning / teaching | | |
| f. | Development of IT tool(s) / system(s) to facilitate administration / management work | | |
| g. | Development of emerging technological device(s) for learning / teaching | | |
| h. | Others (Please specify: _____ ) | | |

13. **Please indicate how Computer / IT skills (i.e. technical skills, not Information Literacy) are taught in your school for the current school year:**

| | Teaching Mode(s) | Yes | No |
|---|---|---|---|
| a. | Computer / IT is offered as a discrete subject | | |
| b. | Computer / IT skills are integrated into the school curriculum (i.e. across different disciplines) | | |
| c. | Computer / IT skills are integrated into extra-curricular activities | | |
| d. | Others (Please specify: _____ ) | | |

*Please refer to "Response Forms for Q14 & Q15 in Questionnaire" (i.e. Appendix 2 to Project Team's invitation letter) collated from panel heads and/or subject / KLA teacher representatives, and complete Q14 and Q15 accordingly.*

14. **In general, the extent of teachers' use of IT for learning / teaching in my school is as follows:** *(The percentages given below are for the sake of achieving better understanding of the descriptors such as 'Always' and 'A lot'. No computation is needed for this question.)*

| | Subject / KLA | Always (76-100%) | A lot (51-75%) | Sometimes (26-50%) | Rarely (1-25%) | Never (0%) | Not applicable |
|---|---|---|---|---|---|---|---|
| a. | Chinese Language Education (including Putonghua) | | | | | | |
| b. | English Language Education | | | | | | |
| c. | Mathematics Education | | | | | | |
| d. | General Studies / Science Education | | | | | | |
| e. | Technology Education [excluding Computer-related subject(s)] | | | | | | |
| f. | Computer-related Subject(s) | | | | | | |
| g. | Personal, Social & Humanities Education | | | | | | |
| h. | Arts Education (including Visual Arts and Music) | | | | | | |
| i. | Physical Education | | | | | | |
| j. | Practical Skills (including Life Skills Training) | | | | | | |
| k. | Liberal Studies for Senior Secondary Levels (including Independent Living Skills) | | | | | | |
| l. | Others [e.g. Library period, Religious Studies (Please specify: _____ )] | | | | | | |

15. **Please complete the following regarding teachers' use of IT for learning / teaching based on the information collated:**

| Subject / KLA | No. of Teachers Represented | No. of Teachers who Reported to | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | | be **confident or very confident** in using IT for learning / teaching | have used **emerging technology** (e.g. Web 2.0 technology such as Blog, Wiki and Podcast) for learning / teaching | have used **IT** for learning / teaching *in the past month* | have used **Depository of Curriculum-based Learning & Teaching Resources** developed by EDB for learning / teaching *in the past month* | have used **free-of-charge resources other than the mentioned Depository** for learning / teaching *in the past month* | have used off-line or on-line **fee-charging resources** for learning / teaching *in the past month* | have assigned students to use **IT** to perform learning tasks **beyond school hours** *in the past month* |
| a. Chinese Language Education (including Putonghua) | | | | | | | | |
| b. English Language Education | | | | | | | | |
| c. Mathematics Education | | | | | | | | |
| d. General Studies / Science Education | | | | | | | | |
| e. Technology Education [excluding Computer-related subject(s)] | | | | | | | | |
| f. Computer-related Subject(s) | | | | | | | | |
| g. Personal, Social & Humanities Education | | | | | | | | |
| h. Arts Education (including Visual Arts and Music) | | | | | | | | |
| i. Physical Education | | | | | | | | |
| j. Practical Skills (including Life Skills Training) | | | | | | | | |
| k. Liberal Studies for Senior Secondary Levels(including Independent Living Skills) | | | | | | | | |
| l. Others [e.g. Library period, Religious Studies (Please specify: _____ )] | | | | | | | | |

16. **Please indicate your perception of students' level of competency in the following:** *(The percentages given below are for the sake of achieving better understanding of the descriptors such as 'Very competent' and 'Competent'. No computation is needed for this question.)*

| Competency | Very competent (76-100%) | Competent (51-75%) | Fairly competent (26-50%) | Not competent (1-25%) | Totally not competent (0%) | Not applicable |
|---|---|---|---|---|---|---|
| a. Information search | | | | | | |
| b. Information selection | | | | | | |
| c. Information collation & analysis | | | | | | |
| d. Reporting & presentation | | | | | | |
| e. Proper use of IT (e.g. Internet security, Intellectual Property awareness, Personal Data Privacy awareness) | | | | | | |
| f. Computer operation skills | | | | | | |
| g. Chinese characters input | | | | | | |
| h. Use of digital resources | | | | | | |
| i. Use of emerging technical device(s) [e.g. mobile phone, PDA] | | | | | | |
| j. Others (Please specify: _____ ) | | | | | | |

17. **In the last school year, did your school / Parent-Teacher Association in your school organise the following activities or carry out the following measures to encourage parents' participation in related work of ITEd in school:**

| Activity(ies) / Measure(s) | Yes | No |
|---|---|---|
| a. Encouraged parents to visit the school website / Intranet so as to understand the situation (e.g. development of ITEd) in school | | |
| b. Provided ITEd-related activities for parents | | |
| c. Explained the work of ITEd in school to parents | | |
| d. Encouraged parents to instill the proper principles, values and attitude in the use of IT into their child(ren) | | |

| e.   Others (Please specify: _____) | | |
|---|---|---|

18. **According to the most recent information, please indicate the percentage (to the <u>nearest integer</u>) of students who <u>HAVE</u>:**
    a.   Computer access at home        _____
    b.   Internet access at home        _____

19. **Which of the following facilities / services are most needed to provide an environment conducive to ITEd: (<u>Please choose the three most needed items</u>)**

| | | |
|---|---|---|
| □ Multi-media computer rooms | □ Enhanced broadband Internet connection | □ e-Learning resources |
| □ Computers and projectors in classrooms | □ Wireless network | □ IT Management Tools |
| □ Interactive electronic whiteboards | □ School campus TV | □ Enhanced on-site technical support services |
| □ Mobile learning devices [e.g. Personal Digital Assistant (PDA), Pocket Personal Computer (PC), Netbook, etc] | □ e-mail system | □ e-Learning platform / Learning Management System (LMS) |
| □ Assistive technology device(s) (e.g. keyboards with enlarged keytops, braille display device, etc.) | □ Others (Please specify: _____) | |

20. **Which of the following mode(s) of ITEd professional development for teachers is(are) <u>more preferable</u> to your school: (You may choose more than one option below)**
    □ Training courses                    □ Seminars
    □ Special lectures                    □ Workshops
    □ Training camps                      □ School visits
    □ Others (Please specify: _____)

21. **Please indicate yours school's <u>overall level of satisfaction</u> with ITEd or ITEd development in your school.**

    □ Very satisfied      □ Satisfied      □ Fairly satisfied      □ Not satisfied      □ Totally not satisfied

22. **Please express your school's <u>expectations</u> (e.g. types & modes of technical support, parental support, resource support, professional support, etc) on ITEd or ITEd development in the space below.**

|  |
|---|
|  |

## Appendix 10: Questionnaire for Special School Special Curriculum Sector (RS2ESE)

**1. Please give the <u>total</u> of each of the following:**

| | |
|---|---|
| a. No. of approved classes: _____ | b. Total no. of students: _____ |
| c. Total no. of classrooms (excluding special rooms and laboratories): _____ ||
| d. Total no. of special rooms and laboratories [excluding library(ies)]: _____ ||

**2. Please give the <u>total</u> of each of the following items (Put "0" for the total if there is no such item):**

| Items | Total | |
|---|---|---|
| a. No. of computers [desktop & notebook (including netbook)] | Desktop: | Notebook: |
| b. No. of computers [desktop & notebook (including netbook)] for **student use** | Desktop: | Notebook: |
| c. No. of computers & digital projectors in <u>**All**</u> classrooms (excluding special rooms and laboratories) | Computer: | Projector: |
| d. No. of computers & digital projectors in <u>**All**</u> special rooms and laboratories [excluding library(ies)] | Computer: | Projector: |
| e. No. of computers in school library for **student use** | | |
| f. No. of computer room(s) opened and computers available for **student use beyond school hours** | Computer Room: | Computer: |
| g. No. of opening hours (to the **nearest 0.5**) that computer room(s) is(are) opened for **student use beyond school hours per week** | | |
| h. Average no. of students using computers in computer room(s) **beyond school hours per day** | | |
| i. Average no. of hours (to the **nearest 0.5**) that each student uses computer in computer room(s) **beyond school hours per day** | | |
| j. No. of electronic whiteboards | | |
| k. No. of digital projectors for **mobile use** | | |
| l. No. of other digital devices [e.g. Personal Digital Assistant (PDA), eBook reader] used as mobile learning devices (Please specify: _____) | | |
| m. No. of teacher(s) responsible for coordinating ITEd development | | |
| n. No. of IT technical support services (TSS) staff member(s) (non-teaching staff employed for providing IT technical support) | | |
| o. No. of ITEd team members [excluding TSS staff member(s)] | | |
| p. Annual ITEd expenditure (to the **nearest 1000**) on average (with reference to the last 2 years' school records)<br>□ 0-200,000 □ 201,000-250,000 □ 251,000-300,000 □ 301,000-400,000<br>□ 401,000-600,000 □ 601,000-800,000 □ >800,000 (Please specify: _____) | | |
| q. Percentage (to the **nearest integer**) of school annual expenditure (excluding teaching staff salaries) spent on ITEd on average (with reference to the last 2 years' school records) | | |

**3. Please indicate the availability of the following in your school:**

| Items | Yes | No |
|---|---|---|
| a. School homepage | | |
| b. School Intranet | | |
| c. e-Learning platform / Learning Management System (LMS) | | |
| d. Teachers' homepage(s) | | |
| e. Students' homepage(s) | | |
| f. Campus TV | | |
| g. Other Internet service(s) [Please specify (e.g. blog): _____ ] | | |
| h. Wi-Fi connectivity within school campus | | |

**4. Please indicate the bandwidth of Internet connectivity in your school:**

□ <25 Mb □ 25 - <50 Mb □ 50 - <100 Mb □ 100 Mb □ >100 Mb (Please specify: _____)

**5. Please indicate if there is any ITEd Development Plan in your school:**

□ Yes □ No (***Go to Q7***)

a. It is formulated as
□ an integral part of school development plan (***Go to Q5c***) □ a separate plan

b. Duration of the <u>**separate**</u> ITEd development plan on average
□ 1 year □ 2 years □ 3 years □ > 3 years (Please specify: _____)

c. Evaluation mechanism(s) on the development of ITEd is(are) available
□ Yes □ No

6. **Please indicate the importance of each of the following goals in formulating your school ITEd development plan:**

| Goals | Very important | Important | Fairly important | Not important | Totally not important |
|---|---|---|---|---|---|
| a.   To improve students' learning outcomes | | | | | |
| b.   To enhance students' understanding of subject content | | | | | |
| c.   To provide suitable learning activities according to needs of individual students | | | | | |
| d.   To strengthen students' initiative, independence and sense of responsibility in learning | | | | | |
| e.   To strengthen / develop students' generic skills (e.g. analytical skills, creativity, & collaboration skills) | | | | | |
| f.   To meet the expectations of parents | | | | | |
| g.   To meet the expectations of the community | | | | | |
| h.   To improve communication & cooperation among school, parents & the community | | | | | |
| i.   To provide guidance / briefing sessions so as to prepare students for further studies / future careers | | | | | |
| j.   To promote cross-subject / curricular collaboration activities for enhancing students' learning | | | | | |
| k.   To foster students' information literacy (IL) | | | | | |
| l.   To promote learning through assessment | | | | | |
| m.  Others (Please specify: _____ ) | | | | | |

7. **Please indicate the area(s) that your school has deployed IT [e.g. e-System(s) / Mechanism(s)] to facilitate work flow and specify related e-system(s) / mechanism(s) used (if any):**

| Area(s) | Yes | e-System(s) / Mechanism(s) used | No |
|---|---|---|---|
| a.   To capture students' attendance (excluding WebSAMS, e.g. SmartCard) | | | |
| b.   To handle cash transactions | | | |
| c.   To facilitate communication (e.g. e-mail system, SMS) amongst relevant stakeholders (e.g. teachers, students, parents, alumni) | | | |
| d.   To manage ITEd-related resources (e.g. inventory updates, storage / sharing of learning / teaching resources, maintenance of records) | | | |
| e.   To manage booking of ITEd-related resources (e.g. rooms & IT facilities) | | | |
| f.   To manage students' learning records including other learning experiences (excluding WebSAMS, e.g. e-portfolio, LMS) | | | |
| g.   Others (Please specify: _____ ) | | | |

8. **Please indicate the type(s) of measure(s) / scheme(s) that your school has deployed to enhance students' learning effectiveness:**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a.   Provision of free-of-charge learning resources [Please specify the source(s): _____ ] | | |
| b.   Provision of off-line or on-line fee-charging resources [Please specify related subject(s): _____ ] | | |
| c.   Provision of on-line exercise(s) / test database or item bank(s) (If Yes, please indicate whether qualitative feedback from teachers is available: _____ ) | | |
| d.   Provision of communication platform / tool(s) (e.g. e-mail, discussion forum, blog, chat room) to enhance interaction among students and teachers (Please specify the means: _____ ) | | |
| e.   Teachers are requested to include IT elements in subject- / KLA-based plan(s) as appropriate | | |
| f.   Teachers are requested to include IT elements in learning activity(ies) (e.g. project- / enquiry-based) | | |
| g.   Students are requested to submit assignment(s) via on-line means (e.g. e-mail, e-Learning platform, LMS) (Please specify the means: _____ ) | | |
| h.   Others (Please specify: _____ ) | | |

9. **Please indicate the type(s) of measure(s) / scheme(s) that your school has deployed to promote students' information literacy (IL):**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a.   Seminar(s) / course(s) for students to enhance their IL | | |
| b.   Seminar(s) / course(s) for parents to help their child(ren) develop their IL | | |
| c.   Provision of guidelines on use of IT for teachers | | |
| d.   Provision of guidelines on use of IT for students | | |
| e.   IL is instilled in students through teaching activities of different subjects | | |
| f.   IL is being taught as an independent subject | | |
| g.   IL is integrated into the Computer / IT curriculum | | |
| h.   Others (Please specify: _____ ) | | |

10. **Please indicate the type(s) of measure(s) / scheme(s) that your school has deployed to help needy students use IT in their learning after school:**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a. Computers / facilities [excluding those in computer room(s)] available at school for student use beyond school hours | | |
| b. Portable computers on loan to needy students for use at home | | |
| c. Needy students encouraged to apply to join EDB Computer Recycling Programme | | |
| d. Needy students encouraged to apply for computers from other organisations [e.g. non-governmental organisations (NGOs), IT industries] | | |
| e. Financial support given to disadvantaged students for Internet access at home | | |
| f. Call for donation of / recycled computers from students / parents | | |
| g. Others (Please specify: _____ ) | | |

11. **Please indicate the type(s) of measure(s) / scheme(s) that your school deployed to promote staff professional development on ITEd last school year:**

| Measure(s) / Scheme(s) | Yes | No |
|---|---|---|
| a. Sharing session(s) organised for teachers within school | | |
| b. Sharing session(s) organised for teachers with other schools | | |
| c. Seminar(s) / course(s) / workshop(s) conducted by tertiary institutions / NGO(s) / IT industries for teachers | | |
| d. Staff development programme(s) conducted on-site by EDB | | |
| e. School visit(s) | | |
| f. Incentive scheme(s) (Please specify: _____ ) | | |
| g. Others (Please specify: _____ ) | | |

12. **Please indicate the collaborative project(s) / activity(ies) that your school has launched with other organisation(s) on the use of IT for learning / teaching:**

| Project(s) / Activity(ies) | Yes | No |
|---|---|---|
| a. Training course(s) / seminar(s) / workshop(s) / sharing session(s) | | |
| b. School visit(s) | | |
| c. Joint publications | | |
| d. Development and / or trial use of e-learning resource(s) | | |
| e. Development of IT tool(s) / system(s) to facilitate learning / teaching | | |
| f. Development of IT tool(s) / system(s) to facilitate administration / management work | | |
| g. Development of emerging technological device(s) for learning / teaching | | |
| h. Others (Please specify: _____ ) | | |

13. **Please indicate how Computer / IT skills (i.e. technical skills, not Information Literacy) are taught in your school for the current school year:**

| Teaching Mode(s) | Yes | No |
|---|---|---|
| a. Computer / IT is offered as a discrete subject | | |
| b. Computer / IT skills are integrated into the school curriculum (i.e. across different disciplines) | | |
| c. Computer / IT skills are integrated into extra-curricular activities | | |
| d. Others (Please specify: _____ ) | | |

*Please refer to "Response Forms for Q14 & Q15 in Questionnaire" (i.e. Appendix 2 to Project Team's invitation letter) collated from panel heads and/or subject / KLA / Area of Learning representatives, and complete Q14 and Q15 accordingly.*

14. **In general, the extent of teachers' use of IT for learning / teaching in my school is as follows:** *(The percentages given below are for the sake of achieving better understanding of the descriptors such as 'Always' and 'A lot'. No computation is needed for this question.)*

| Subject / KLA / Area of Learning | Always (76-100%) | A lot (51-75%) | Sometimes (26-50%) | Rarely (1-25%) | Never (0%) | Not applicable |
|---|---|---|---|---|---|---|
| a. Language | | | | | | |
| b. Mathematics | | | | | | |
| c. General Studies | | | | | | |
| d. Technology Education [excluding Computer-related subject(s)] | | | | | | |
| e. Computer-related Subject(s) | | | | | | |
| f. Arts Education (including Visual Arts and Music) | | | | | | |
| g. Physical Education | | | | | | |
| h. Practical Skills (including Self-care & Perceptual Motor Training) | | | | | | |
| i. Liberal Studies for Senior Secondary Levels (including Independent Living Skills) | | | | | | |
| j. Others [Please specify (e.g. Library Period, Religious Studies, etc) : _____ ] | | | | | | |

**15. Please complete the following regarding teachers' use of IT for learning / teaching based on the information collated:**

| Subject / KLA / Area of Learning | No. of Teachers Represented | No. of Teachers who Reported to | | | | | |
|---|---|---|---|---|---|---|---|
| | | be **confident or very confident** in using IT for learning / teaching | have used **emerging technology** (e.g. Web 2.0 technology such as Blog, Wiki and Podcast) for learning / teaching | have used **IT** for learning / teaching *in the past month* | have used **Depository of Curriculum-based Learning & Teaching Resources** developed by EDB for learning / teaching *in the past month* | have used **free-of-charge resources other than the mentioned Depository** for learning / teaching *in the past month* | have used off-line or on-line **fee-charging resources** for learning / teaching *in the past month* | have assigned students to use **IT** to perform learning tasks **beyond school hours** *in the past month* |
| a. Language | | | | | | | |
| b. Mathematics | | | | | | | |
| c. General Studies | | | | | | | |
| d. Technology Education [excluding Computer-related subject(s)] | | | | | | | |
| e. Computer-related Subject(s) | | | | | | | |
| f. Arts Education (including Visual Arts and Music) | | | | | | | |
| g. Physical Education | | | | | | | |
| h. Practical Skills (including Self-care & Perceptual Motor Training) | | | | | | | |
| i. Liberal Studies for Senior Secondary Levels (including Independent Living Skills) | | | | | | | |
| j. Others [Please specify (e.g. Library Period, Religious Studies, etc): _____] | | | | | | | |

**16. Please indicate your perception of students' level of competency in the following:** *(The percentages given below are for the sake of achieving better understanding of the descriptors such as 'Very competent' and 'Competent'. No computation is needed for this question.)*

| Competency | Very competent (76-100%) | Competent (51-75%) | Fairly competent (26-50%) | Not competent (1-25%) | Totally not competent (0%) | Not applicable |
|---|---|---|---|---|---|---|
| a. Information search | | | | | | |
| b. Information selection | | | | | | |
| c. Information collation & analysis | | | | | | |
| d. Reporting & presentation | | | | | | |
| e. Proper use of IT (e.g. Internet security, Intellectual Property awareness, Personal Data Privacy awareness) | | | | | | |
| f. Computer operation skills | | | | | | |
| g. Chinese characters input | | | | | | |
| h. Use of digital resources | | | | | | |
| i. Use of emerging technical device(s) [e.g. mobile phone, PDA] | | | | | | |
| j. Others (Please specify: _____) | | | | | | |

**17. In the last school year, did your school / Parent-Teacher Association in your school organise the following activities or carry out the following measures to encourage parents' participation in related work of ITEd in school:**

| Activity(ies) / Measure(s) | Yes | No |
|---|---|---|
| a. Encouraged parents to visit the school website / Intranet so as to understand the situation (e.g. development of ITEd) in school | | |
| b. Provided ITEd-related activities for parents | | |
| c. Explained the work of ITEd in school to parents | | |
| d. Encouraged parents to instill the proper principles, values and attitude in the use of IT into their child(ren) | | |
| e. Others (Please specify: _____ ) | | |

**18. According to the most recent information, please indicate the percentage (to the nearest integer) of students who HAVE:**
   a. Computer access at home _____
   b. Internet access at home _____

19. **Which of the following facilities / services are most needed to provide an environment conducive to ITEd: (Please choose the three most needed items)**

☐ Multi-media computer rooms
☐ Enhanced broadband Internet connection
☐ e-Learning resources

☐ Computers and projectors in classrooms
☐ Wireless network
☐ IT Management Tools

☐ Interactive electronic whiteboards
☐ School campus TV
☐ Enhanced on-site technical support services

☐ Mobile learning devices [e.g. Personal Digital Assistant (PDA), Pocket Personal Computer (PC), Netbook, etc]
☐ e-mail system
☐ e-Learning platform / Learning Management System (LMS)

☐ Assistive technology device(s) (e.g. keyboards with enlarged keytops, braille display device, etc.)
☐ Others (Please specify: _____ )

20. **Which of the following mode(s) of ITEd professional development for teachers is(are) more preferable to your school: (You may choose more than one option below)**

☐ Training courses
☐ Seminars
☐ Special lectures
☐ Workshops
☐ Training camps
☐ School visits
☐ Others (Please specify: _____ )

21. **Please indicate your school's overall level of satisfaction with ITEd or ITEd development in your school.**

☐ Very satisfied   ☐ Satisfied   ☐ Fairly satisfied   ☐ Not satisfied   ☐ Totally not satisfied

22. **Please express your school's expectations (e.g. types & modes of technical support, parental support, resource support, professional support, etc) on ITEd or ITEd development in the space below.**

[i]    Phase (I) Study refers to "Phase (I) Study on Evaluating the Effectiveness of the 'Empowering Learning and Teaching with Information Technology' Strategy (2004/2007)".

[ii]    Related action no. of the Third Strategy (1-To provide a depository of curriculum-based learning & teaching modules with appropriate digital resources; 2-To continue to sharpen teachers' IT pedagogical skills; 3-To assist schools to draw up and implement school-based IT in education development plans; 4-To enable schools to maintain effective IT facilities; 5-To strength technical support to schools and teachers; 6-To raise parents' information literacy and assist them in guiding children to use IT at home; 7-To continue with the Computer Recycling Scheme; 8-To enhance students' information literacy)

[iii]    "ICT" and "IT" are interchangeable

[iv]    "ITEd curriculum" refers to the application of IT in learning and teaching of each Key Learning Area (KLA) (including Computer Studies / IT curriculum)
   a)    to develop IT skills, and
   b)    to foster the development of information literacy (information processing skills and attitude) and generic skills (collaboration skills, communication skills, creativity, critical thinking skills, problem solving skills, self-management skills, study skills, IT skills and numeracy skills).

[v]    e.g. sharpening teachers' IT pedagogical skills, facilitating school's implementation of ITEd, etc.

[vi]    Special rooms refer to those rooms mainly used for educational purposes. Each "Remedial Teaching Room" should be counted as one special room.

[vii]    Excluding computers in staff rooms and general office. Please calculate by: Q2a – (no. of computers in staff rooms and general office).

[viii]    e.g. MMLC (Multi-media Learning Centre), ITLC (IT Learning Centre), Computer Laboratory

[ix]    If more than one computer room is opened, please add up the opening hours for each room per week.

[x]    e.g. duties may include planning of IT infrastructure, procurement of ITEd-related facilities, writing of ITEd development plan, design of ITEd curriculum, etc.

[xi]    Including expenses on i) Employment of TSS personnel; ii) Internet connectivity & security services; iii) Digital resources for learning & teaching; iv) Replacement / upgrading of school's IT facilities; v) Maintenance of IT facilities; vi) Opening of computer room(s) for student use beyond school hours; vii) IT-related consumables; and viii) Other ITEd-related items

[xii]    The percentage can be calculated as follows:

$$\frac{Q2p}{School's\ annual\ expenditure\,(excluding\ staff\ salaries)} \times 100\%$$

[xiii]    e-Learning platform is a learning system developed on the environment of the Internet / Intranet which provides various learning tools such as learning materials download, assignment submission, on-line tests and learning records, etc.

[xiv]    e.g. questionnaires survey(s), staff meeting(s), informal meeting(s) with relevant stakeholders

[xv]    IL refers to awareness of / competency in: Proper use of IT (e.g. IT security, Intellectual Property, Personal Data Privacy), Information search, Information selection, Information collation & analysis, Reporting & presentation, etc.

[xvi]    e.g. from EDB, HKEdCity, NGO(s), publisher(s), Internet and/or self-developed by teachers / school

[xvii]    e.g. cyber ethics – Intellectual Property, Personal Data Privacy, Internet Addiction, etc.