應用學習課程概覽
Prospectus
for Applied Learning
(2024-26)

ApL

中華人民共和國香港特別行政區政府
教育局
Education Bureau
The Government of the Hong Kong Special Administrative Region
of the People's Republic of China

應用學習課程（2024-26年度）
Applied Learning Courses
(2024-26 Cohort)

教育局課程發展處應用學習組
Applied Learning Section
Curriculum Development Institute
Education Bureau

前言
Foreword

應用學習是有價值的高中選修科目，與其他高中科目相輔相成，構成靈活的科目組合，豐富學生的科目選擇，照顧學習多樣性，讓學生能體驗寬廣而均衡的學習經歷。課程著重實用的學習元素，與寬廣專業和職業領域連繫，理論與實踐並重，透過模擬或真實情境來發展學生的知識、共通能力、正確的價值觀和態度，幫助學生從中加深認識職業專才教育，為未來升學及就業作好準備。

就2024-26年度，即應考2026年香港中學文憑考試的屆別，教育局已批核60個應用學習課程供學校及學生選擇，其中包括兩個應用學習試點課程、三個應用學習（職業英語）課程及三個應用學習中文（非華語學生適用）課程。

本課程概覽由教育局應用學習組編撰，課程資料由課程提供機構提供，旨在促進學生對應用學習的認識和了解，從而協助他們選擇合適的課程作為高中選修科目。內容包括：

- 課程提供機構
- 學習範疇 / 課程組別
- 課程簡介
- 授課語言
- 學習活動特色
- 升學路向及就業出路
- 授課安排
- 課程結構

Applied Learning (ApL) is a valued senior secondary elective subject which complements other senior secondary subjects to form a flexible subject combination that helps enrich students' subject choices and cater for learner diversity, providing broad and balanced learning experiences for students. The courses focus on practical learning elements linked to broad professional and vocational fields with dual emphasis on theory and practice. It develops students' knowledge, generic skills, proper values and attitudes through providing simulated or authentic contexts, as well as enhances students' understanding of vocational and professional education and training (VPET), preparing them for further studies and work in future.

Regarding the 2024-26 cohort, i.e. the cohort of students sitting the 2026 HKDSE, EDB has already approved the offer of a total of 60 ApL courses to schools and students, including two pilot ApL courses, three Applied Learning (Vocational English)(ApL(VocE)) and three Applied Learning Chinese (for non-Chinese speaking students) (ApL(C)) courses.

This Prospectus is compiled by the Applied Learning Section of the Education Bureau, with course information provided by the course providers, aiming to enhance students' understanding of Applied Learning and hence help them choose the appropriate courses as elective subjects in senior secondary. The contents include:

- Course Provider
- Area of Studies / Course Cluster
- Course Overview
- Medium of Instruction
- Learning Activity Highlights
- Articulation to Further Studies and Career Pathways
- Class Arrangements
- Course Structure

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創意學習 Creative Studies	設計學 Design Studies	676	1. 時裝形象設計 Fashion Image Design	VTC	中文或英文 Chinese or English
		668	2. 室內與展覽設計 Interior and Exhibition Design	VTC	中文或英文 Chinese or English
		717	3. 數碼年代－珠寶設計 Jewellery Design in Digital Age	VTC	中文或英文 Chinese or English
	媒體藝術 Media Arts	669	4. 電腦遊戲及動畫設計 Computer Game and Animation Design	VTC	中文或英文 Chinese or English
		707	5. 數碼漫畫設計與製作 Digital Comic Design and Production	HKU (SPACE)	中文或英文 Chinese or English
		710	6. 流行音樂製作 Popular Music Production	HKCT	中文 Chinese
	表演藝術 Performing Arts	599	7. 舞出新機－舞蹈藝術 ^ Taking a Chance on Dance	HKAPA	中文 Chinese
		677	8. 由戲開始‧劇藝縱橫 ^ The Essentials of Theatre Arts	HKAPA	中文 Chinese
媒體及傳意 Media and Communication	電影、電視與廣播學 Films, TV and Broadcasting Studies	711	9. 數碼媒體及電台製作 Digital Media and Radio Production	HKU (SPACE)	中文或英文 Chinese or English
		702	10. 電影及超媒體 Film and Transmedia	VTC	中文或英文 Chinese or English
	媒體製作與公共關係 Media Production and Public Relations	718	11. 數碼品牌傳播 # Digital Brand Communication	HKU (SPACE)	中文或英文 Chinese or English
		719	12. 多媒體故事 #@ Multimedia Storytelling	HKBU (SCE)	中文或英文 Chinese or English
		708	13. 公關及多媒體傳訊 # PR and Multimedia Communication	HKCT	中文或英文 Chinese or English
	語言及文化 Language and Culture	715	14. 應用學習（職業英語）－ ✱ 英文傳意 Applied Learning (Vocational English) – English Communication	VTC	英文 English
		723	15. 應用學習（職業英語）－ ✱ 商用服務英語 Applied Learning (Vocational English) – English for Business Services	HKCT	英文 English
		716	16. 應用學習（職業英語）－ ✱ 服務業專業英語 Applied Learning (Vocational English) – English for Service Professionals	HKU (SPACE)	英文 English
		728	17. 創意英語 － 商務與媒體 ◆ Creative English – Biz and Media	HKCT	英文 English

學習範疇 Area of Studies	課程組別 Course Cluster	科目代碼 Subject Code	課程 註一 Course Note 1	課程提供機構 註二 Course Provider Note 2	教學語言 Medium of Instruction
媒體及傳意 Media and Communication	語言及文化 Language and Culture	729	18. 創意英語 — 公關與營銷 ◆ Creative English - PR and Marketing	CityU (SCOPE)	英文 English
		726	19. 實用翻譯（漢英） Practical Translation (CHI-ENG)	LIFE	中文及英文 Chinese and English
		731	20. 應用日語及日本文化 ★ Applied Japanese and Japanese Culture	LIFE	中文及日語 Chinese and Japanese
		732	21. 生活日語及日本文化 ★ Everyday Japanese and Japanese Culture	HKU (SPACE)	中文及日語 Chinese and Japanese
		725	22. 韓國語文及文化 Korean Language and Culture	LIFE	中文及韓語 Chinese and Korean
商業、管理及法律 Business, Management and Law	會計及金融 Accounting and Finance	703	23. 電子商務會計 Accounting for e-Business	CityU (SCOPE)	中文或英文 Chinese or English
	商業學 Business Studies	720	24. 人工智能－商業應用 AI in Business	CityU (SCOPE)	中文或英文 Chinese or English
		693	25. 商業數據應用 Data Application for Business	HKIT	中文或英文 Chinese or English
		734	26. 創新與創業 Innovation and Entrepreneurship	HKU (SPACE)	中文或英文 Chinese or English
		730	27. 金融科技入門 Introduction to Fintech	HKU (SPACE)	中文或英文 Chinese or English
		681	28. 市場營銷及網上推廣 Marketing and Online Promotion	CityU (SCOPE)	中文或英文 Chinese or English
	法律學 Legal Studies	672	29. 香港執法實務 Law Enforcement in Hong Kong	HKBU (SCE)	中文或英文 Chinese or English
服務 Services	食品服務及管理 Food Services and Management	721	30. 新派東南亞菜 # Modern Southeast Asian Cuisine	HKCT	中文 Chinese
		688	31. 甜品及咖啡店營運 # Pâtisserie and Café Operations	HKCT	中文或英文 Chinese or English
		616	32. 西式食品製作 # Western Cuisine	VTC	中文或英文 Chinese or English
	款待服務 Hospitality Services	709	33. 機場客運大樓運作 Airport Passenger Terminal Operations	HKCT	中文 Chinese
		611	34. 酒店服務營運 # Hospitality Services in Practice	CityU (SCOPE)	中文或英文 Chinese or English

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服務 Services	款待服務 Hospitality Services	615	35. 酒店營運 # Hotel Operations	VTC	中文或英文 Chinese or English
	個人及社區服務 Personal and Community Services	704	36. 幼兒發展 # Child Care and Development	CICE	中文或英文 Chinese or English
		665	37. 幼兒教育 # Child Care and Education	VTC	中文或英文 Chinese or English
		610	38. 美容學基礎 Fundamental Cosmetology	CICE	中文 Chinese
		733	39. 樂齡科技與服務 Gerontech and Services	HKCT	中文 Chinese
應用科學 Applied Science	食物科學 Food Science	735	40. 食品科技及營養 Food Technology and Nutrition	VTC	中文或英文 Chinese or English
	醫療科學及 健康護理 Medical Science and Health Care	689	41. 動物護理 ^ Animal Care	CityU (SCOPE)	英文 English
		592	42. 中醫藥學基礎 Foundation in Chinese Medicine	HKU (SPACE)	中文 Chinese
		618	43. 健康護理實務 Health Care Practice	CICE	中文或英文 Chinese or English
		660	44. 醫務化驗科學 Medical Laboratory Science	HKU (SPACE)	英文 English
		713	45. 復康護理實務 Rehabilitation Care Practice	CICE	中文或英文 Chinese or English
	心理學 Psychology	662	46. 應用心理學 # Applied Psychology	LIFE	中文或英文 Chinese or English
		691	47. 實用心理學 # Practical Psychology	HKBU (SCE)	中文或英文 Chinese or English
	運動 Sports	674	48. 運動及體適能教練 # Exercise and Fitness Coaching	HKCT	中文或英文 Chinese or English
		627	49. 運動科學及體適能 # Exercise Science and Health Fitness	HKBU (SCE)	中文或英文 Chinese or English
工程及生產 Engineering and Production	土木、電機及機械工程 Civil, Electrical and Mechanical Engineering	727	50. 智能數碼建築 Digital Construction	VTC	中文或英文 Chinese or English
		683	51. 電機及能源工程 Electrical and Energy Engineering	VTC	中文或英文 Chinese or English

學習範疇 Area of Studies	課程組別 Course Cluster	科目代碼 Subject Code	課程 註一 Course Note 1	課程提供機構 註二 Course Provider Note 2	教學語言 Medium of Instruction
工程及生產 Engineering and Production	資訊工程 Information Engineering	722	52. 人工智能與機械人 AI and Robotics	HKU (SPACE)	中文或英文 Chinese or English
		684	53. 電腦鑑證科技 ^ Computer Forensic Technology	HKU (SPACE)	中文或英文 Chinese or English
		714	54. 電競科技與管理 eSports Technology and Management	HKU (SPACE)	中文或英文 Chinese or English
		706	55. 資訊科技精要 @ Tech Basics	HKBU (SCE)	中文或英文 Chinese or English
	服務工程 Services Engineering	640	56. 航空學 Aviation Studies	HKU (SPACE)	中文或英文 Chinese or English
		698	57. 鐵路學 Railway Studies	HKCT	中文或英文 Chinese or English
應用學習中文 （非華語學生適用） Applied Learning Chinese (for non-Chinese speaking students)		695	58. 商業服務中文 ❖ Chinese in Business Service	PolyU (SPEED)	中文 Chinese
		700	59. 實用情境中文 ❖ Chinese in Practical Context	HKBU (SCE)	中文 Chinese
		699	60. 實務中文 ❖ Practical Chinese	HKCT	中文 Chinese

註一

除香港中學文憑資歷外，學生成功完成已載錄於資歷名冊，屬於資歷架構第三級證書的應用學習課程，亦會獲課程提供機構頒發資歷架構第三級證書。應用學習中文與資歷架構第一級至第三級掛鈎，而應用學習（職業英語）則與資歷架構第二級至第三級掛鈎。修讀應用學習中文/應用學習（職業英語）的學生，達到不同級別的評核及出席率要求，會獲課程提供機構頒發有關課程相應級別的資歷架構證書。詳情可瀏覽資歷名冊網頁（www.hkqr.gov.hk）。

^ 該課程不會於 2023/24 學年中四級提供。
\# 學生在同一個課程組別內只可修讀一個「#」標示的課程。
✳ 學生只可修讀一個「✳」標示的課程。
◆ 學生只可修讀一個「◆」標示的課程。
★ 學生只可修讀一個「★」標示的課程。
❖ 學生只可修讀一個「❖」標示的課程。
@ 「@」標示的課程為試點課程，屬於「鼓掌―創新教育歷程（CLAP-TECH）」計劃的一部分，計劃旨在發展業界參與其中的學習路徑。有關詳情，請聯絡課程提供機構―香港浸會大學持續教育學院。

NOTE 1

In addition to the HKDSE qualification, students who have successfully completed ApL courses that are registered in the Qualifications Register as certificate programmes at Qualifications Framework (QF) Level 3 will obtain a QF Level 3 certificate issued by the course providers. Applied Learning Chinese (for non-Chinese speaking students) (ApL(C)) is pegged at QF Level 1 to Level 3, whereas Applied Learning (Vocational English) (ApL(VocE)) is pegged at QF Level 2 to Level 3. Students taking ApL(C)/ApL(VocE) will obtain the respective QF certificate(s) issued by the course providers upon meeting the assessment and attendance requirements of different QF levels of the courses. Details are available at the Qualifications Register website (www.hkqr.gov.hk).

^ The course will not be available for Secondary 4 in the 2023/24 s.y.
\# For courses marked with "#", only one course in the course cluster could be taken by a student.
✳ For courses marked with "✳", only one course could be taken by a student.
◆ For courses marked with "◆", only one course could be taken by a student.
★ For courses marked with "★", only one course could be taken by a student.
❖ For courses marked with "❖", only one course could be taken by a student.
@ The courses marked with "@" are pilot courses which are part of the CLAP-TECH project that aims to develop a learning pathway with the engagement of industries. For details, please contact the course provider, HKBU(SCE).

註二 NOTE 2

	課程提供機構 Course Provider
CICE	明愛社區書院 Caritas Institute of Community Education
CityU (SCOPE)	香港城市大學專業進修學院 School of Continuing and Professional Education, City University of Hong Kong
HKAPA	香港演藝學院 The Hong Kong Academy for Performing Arts
HKBU (SCE)	香港浸會大學持續教育學院 School of Continuing Education, Hong Kong Baptist University
HKCT	香港專業進修學校 Hong Kong College of Technology
HKIT	香港科技專上書院 Hong Kong Institute of Technology
HKU (SPACE)	香港大學專業進修學院 School of Professional and Continuing Education, The University of Hong Kong
LIFE	嶺南大學持續進修學院 Lingnan Institute of Further Education
PolyU(SPEED)	香港理工大學專業進修學院 The School of Professional Education and Executive Development, The Hong Kong Polytechnic University
VTC	職業訓練局 Vocational Training Council

備註

在資助中學、官立中學、按位津貼學校、直接資助計劃中學及設有高中班級的特殊學校修讀由課程發展議會所編訂並由教育局公布之高中課程的學生，將獲教育局全數資助課程費用。

REMARK

Students in aided, government and caput schools, schools under the Direct Subsidy Scheme and special schools with senior secondary classes studying the senior secondary curriculum prepared by the Curriculum Development Council and published for use in schools by EDB will be fully subsidised by EDB to take ApL courses.

課程資料
Course Information

1 時裝形象設計
Fashion Image Design

課程提供機構 Course Provider	職業訓練局 Vocational Training Council (VTC)
學習範疇 / 課程組別 Area of Studies / Course Cluster	創意學習 / 設計學 Creative Studies / Design Studies
課程簡介 Course Introduction	本課程讓學生掌握最新時裝形象設計知識，並透過互動學與教活動，發展他們的創意思維、溝通技巧、團隊合作技巧及人際關係。 This course provides students with access to the latest developments in fashion image design and develops their creativity, communication skills, team building skills and people skills through interactive learning and teaching activities.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	參觀時裝展覽 / 博物館 / 零售市場、時裝形象製作及表演、業界專業人士示範及分享、角色扮演、實務訓練、專題研習、「mySTYLE」時裝形象表演等 Visits to fashion exhibitions / museums / retail markets, fashion image production and shows, demonstrations and sharing sessions by professionals, role plays, practical training, project learning, "mySTYLE" Fashion Image Show, etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀時裝設計（配飾設計 / 針織服裝設計 / 大灣區實務）、時裝形象設計（髮型及化妝造型 / 時裝造型及攝影）、時裝媒體設計、演藝造型設計、數碼時裝品牌策劃及採購（採購及多元營銷管理 / 產品研發及持續發展 / 視覺營銷及數碼品牌策劃）等相關課程 e.g. courses related to Fashion Design (Accessories Design / Knitwear Design / Greater Bay Area Practice), Fashion Image Design (Hair and Make-up Styling / Styling and Photography), Fashion Media Design, Costume Design for Performance, Digital Fashion Branding and Buying (Buying and Omnichannel Management　Product Development and Sustainability　Visual Merchandising and Digital Branding), etc. **就業出路 Career Pathways** 例如：從事與時裝設計、形象設計、時尚造型、髮型設計、視覺及裝置設計、時裝零售 / 採購、時裝攝影 / 媒體、髮型 / 美容產品的營銷以及時裝新聞等相關工作 e.g. careers in fashion design, image design, fashion styling, hair styling, visual merchandising, fashion retailing / buying, fashion photography / media, hair / cosmetics products marketing, fashion journalism, etc.
授課安排 Class Arrangements	**模式一　Mode 1** 中四開課日期 S4 Commencement Date: 2023年9月 September 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time:　星期六 Saturday　9:00 am - 1:00 pm / 2:00 pm - 6:00 pm 　　　　　（註：部分課堂或安排於暑假期間進行。） 　　　　　(Note: Lessons may also be scheduled during summer holidays.) 地點Venue:　香港知專設計學院 　　　　　新界將軍澳景嶺路3號 　　　　　Hong Kong Design Institute 　　　　　3 King Ling Road, Tseung Kwan O, New Territories **模式二　Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 3928 2547 / 2836 1264 電郵 Email: apl-enquiry@vtc.edu.hk 課程網址 Course Website: http://www.vtc.edu.hk/apl/fid/

1. 實踐認識時裝形象設計專業
   Understand Fashion Image Design Profession in Practice
   (10小時hrs)
   - 時裝形象設計業的概況
     Fashion image design industry profile
   - 時裝形象設計師的角色及專業操守
     Roles and work ethics for fashion image designers
   - 零售時裝市場研究
     Research on retail fashion market

2. 時裝繪圖
   Fashion Illustration (30小時hrs)
   - 人體姿態繪圖和生產草圖的基本要素
     Basic elements of figure drawing and production sketch
   - 著色及時尚繪畫媒體的應用
     Application of colour rendering with fashion drawing media
   - 服裝、時裝材料和配飾的繪畫
     Drawing for garments, fashion materials and accessories

3. 時裝設計概念發展
   Fashion Design Concept Development (40小時hrs)
   - 資料蒐集技巧和概念發展
     Research skills and concept development
   - 時裝設計和升級改造概念
     Fashion design and upcycling concept
   - 時裝設計作品集展示和交流
     Fashion design portfolio presentation and communication

4. 時裝科技
   Garment Technology (52小時hrs)
   - 基本縫紉技術
     Basic sewing
   - 立體剪裁及紙樣製作
     3D modelling and basic block construction
   - 設計和原型製作
     Design and prototyping

5. 時裝形象攝影
   Fashion Photography (12小時hrs)
   - 攝影藝術鑑賞
     Appreciation of photography art
   - 攝影編輯及美術指導
     Editorial shooting and art direction

6. 形象設計流程開發
   Concept of Total Look (36小時hrs)
   - 時尚化妝
     Fashion make-up
   - 髮型設計基礎
     Hair styling fundamentals
   - 時尚形象創作
     Creation of fashion image
   - 綜合時尚造型設計
     Integration of fashion image design

「mySTYLE」時裝形象表演
"mySTYLE' Fashion Image Show

課程提供機構 Course Provider	職業訓練局 Vocational Training Council (VTC)
學習範疇 / 課程組別 Area of Studies / Course Cluster	創意學習 / 設計學 Creative Studies / Design Studies
課程簡介 Course Introduction	本課程的目的是培養學生的創意，讓他們掌握室內設計與展覽設計的基礎知識和技巧，並應用於建立創作意念和空間設計上。同時，課程著重啟發學生對文化、美學、科技、設計以至社會的認知，以助他們日後在創意行業的發展。學生可因應個人興趣，選擇「室內設計」或「展覽設計」作為選修課題。 This course aims to develop students' creativity and to equip them with the basic knowledge and skills required for interior design and exhibition design, enabling them to apply their learning to the creation of ideas and development of spatial design. Also, emphasis is placed on enriching students' understanding of culture, aesthetics, technology, design and society, facilitating their further development in the creative industry. Students may choose, according to their personal interest, "Interior Design" or "Exhibition Design" as their electives.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	不同形式的學習活動（例如：於周遭的生活空間體驗手繪草圖、製作立體紙版模型以展示空間設計概念，以及運用電腦輔助設計軟件繪畫立體形狀及造型）。透過實地參觀，包括香港一些重要的展覽會和別具價值的設計師工作室等，從而認識香港室內與展覽設計的特色。透過「室內設計 / 展覽設計專題研習」，學生從實踐中學習，在真實或模擬的工作環境中認識相關的要求，掌握基礎知識和技能，以便日後在建築環境設計行業繼續升學或就業。 Different modes of learning activities (e.g. drawing surrounding environment by hand sketch, creating 3D testing model to present spatial design ideas, and using computer-aided design software to draw basic 3D shapes and forms). Field visits will be organised, including various important exhibition and designer studio of significant values in Hong Kong to recognise special features of interior and exhibition design in Hong Kong. Through "Interior / Exhibition Design Project", students acquire an understanding of the requirements, fundamental knowledge and skills essential for further learning or career development in the built environment design industry through learning-by-practising opportunities in an authentic or near-authentic environment.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀與室內設計、家具及時尚產品設計、活動及展覽設計、舞台及佈景設計、建築設計、園境建築、產品設計和視覺傳達相關的課程 e.g. courses related to interior design, furniture and lifestyle product design, event and exhibition design, stage and set design, architectural design, landscape architecture, product design and visual communication **就業出路 Career Pathways** 例如：初級室內設計師、初級展覽設計師、初級家具及時尚產品設計師、初級繪圖員、初級項目統籌、插圖師 e.g. junior interior designers, junior exhibition designers, junior furniture and lifestyle product designers, junior draftsmen, junior project coordinators, illustrators
授課安排 Class Arrangements	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年9月 September 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time: 星期六 Saturday 1:30 pm - 5:30 pm （註：部分課堂或安排於暑假期間進行。） (Note: Lessons may also be scheduled during summer holidays.) 地點Venue: 香港知專設計學院 新界將軍澳景嶺路3號 Hong Kong Design Institute 3 King Ling Road, Tseung Kwan O, New Territories **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2836 1264 電郵 Email: apl-enquiry@vtc.edu.hk 課程網址 Course Website: www.vtc.edu.hk/apl

核心部分 Core Part (60小時hrs)

1. 設計原理與鑑賞
Design Principles and Appreciation (24小時hrs)

- 建築環境設計專業及本地與環球的設計業務
  Built Environment Design as a Profession and Design Business in Local and Global Context
- 立體造型及空間的美學與賞析
  Aesthetics and Appreciation of 3D Forms and Spaces
- 建築環境設計與使用者的需要
  Built Environment Design and End-user's Needs
- 設計流程基礎
  Design Process Basics
- 設計行業的職業操守
  Work Ethics for Design Industry

2. 設計圖像及演示技巧
Visualisation and Presentation Techniques (36小時hrs)

- 繪圖工具和媒介
  Drawing Tools and Media
- 建築環境設計的基本繪圖技巧
  Basic Drafting Skills for Built Environment Design
- 建築環境電腦輔助設計軟件基礎
  Computer-Aided Design Fundamentals for Built Environment Design
- 視覺呈現軟件及硬件介紹
  Introduction to Software and Hardware for Visual Presentation
- 以平面繪圖表達立體空間
  Presentation of 3D Space on 2D Drawings
- 以立體模型表達立體造型 / 空間
  Working Models to Express 3D Forms / Spaces

選修部分（任選其一）Elective Part (120小時hrs) (Choose one only)

室內設計 Interior Design	展覽設計 Exhibition Design

3a. 室內設計與發展
Interior Design and Development (48小時hrs)
- 室內設計理論
  Interior Design Theory
- 室內設計的用戶體驗
  User Experience for Interior Design
- 圍繞城市景觀的生活空間
  Living Spaces Around Cityscape
- 綠色概念及可持續發展的建築環境
  Green Concept and Sustainability of Built Environment
- 香港常見樓宇結構的基本原則及對結構安全的關注
  Basic Principles of Common Building Structure in Hong Kong and Concern of Structural Safety
- 室內設計的最新科技及發展趨勢
  Latest Technologies and Development Trends of Interior Design
- 室內設計基礎
  – 烹調及用餐空間 或
  – 個人護理及美容空間
  Interior Design Fundamentals
  - Space for cooking and dining or
  - Space for personal care and beauty
	3b. 展覽設計與發展
	Exhibition Design and Development (48小時hrs)
	- 展覽設計理論
	  Exhibition Design Theory
	- 展覽設計的用戶體驗
	  User Experience for Exhibition Design
	- 圍繞城市景觀的展覽空間
	  Exhibition Spaces around Cityscape
	- 展覽設計中常見材料、結構及安全的基本原理
	  Basic Principles of Common Materials, Structure and Safety for Exhibition Design
	- 展覽設計的視覺元素及媒體
	  Visual Elements and Media for Exhibition Design
	- 展覽設計的最新科技及發展趨勢
	  Latest Technologies and Development Trends of Exhibition Design
	- 展覽設計基礎
	  – 節日空間 或
	  – 快閃活動空間
	  Exhibition Design Fundamentals
	  - Space for festive or
	  - Space for pop up event

4a. 室內設計專題研習
Interior Design Project (72小時hrs)
- 優質室內設計項目賞析
  Appreciation of Good Interior Design Projects
- 用戶背景調查研究
  Research Study on Users' Background
- 室內設計專題研習開支預算
  Budget Estimation for Interior Design Project
- 空間規劃及編制
  Spatial Planning and Programming
- 方案設計：構思、風格和心情、物料應用、照明和家具選擇
  Schematic Design: Ideation, Style and Mood, Material Application, Lighting and Furniture Selection
- 設計開發記錄
  Design Development Records
- 最終設計圖和模型
  Final Design Drawing and Model
- 室內設計專題研習匯報
  Presentation of the Interior Design Project
	4b. 展覽設計專題研習
	Exhibition Design Project (72小時hrs)
	- 優質展覽設計項目賞析
	  Appreciation of Good Exhibition Design Projects
	- 用戶背景調查研究
	  Research Study on Users' Background
	- 展覽設計專題研習開支預算
	  Budget Estimation for Exhibition Design Project
	- 空間規劃及編制
	  Spatial Planning and Programming
	- 方案設計：構思、風格和心情、物料應用、照明和家具選擇
	  Schematic Design: Ideation, Style and Mood, Material Application, Structure, Lighting and Furniture Selection
	- 設計開發記錄
	  Design Development Records
	- 最終設計圖和模型
	  Final Design Drawing and Model
	- 展覽設計專題研習匯報
	  Presentation of the Exhibition Design Project

或 OR

3

數碼年代－珠寶設計
Jewellery Design in Digital Age

課程提供機構 Course Provider	職業訓練局 Vocational Training Council (VTC)
學習範疇 ／ 課程組別 Area of Studies / Course Cluster	創意學習 ／ 設計學 Creative Studies / Design Studies
課程簡介 Course Introduction	本課程的目的是培養學生的創意，讓他們掌握珠寶設計的基礎知識和數碼科技的應用技巧，並應用於建立創作意念和三維立體珠寶設計上，同時啟發學生對文化、美學、科技、設計以至社會的認知，以助他們日後在創意行業的發展。 This course aims to develop students' creativity and to equip them with the basic knowledge and digital technology application skills required for jewellery design, enabling them to apply their learning to the creation of ideas and development of three-dimensional jewellery design. Emphasis is also placed on enriching students' understanding of culture, aesthetics, technology, design and society, facilitating their further development in the creative industry.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	學生在不同形式的活動有系統地認識不同的情境（例如：專業珠寶設計歷史概述及珠寶設計業最新發展概況的課堂）及體驗情境的複雜性以拓闊視野（例如：透過參觀一些香港舉行的重要珠寶展覽會和別具特色的本地設計師工作室，認識本地及國際珠寶設計的特色）。透過「綜合設計專題研習」，學生從實踐中學習，在真實或模擬的工作環境中認識相關的要求，掌握基礎知識和技能，以便日後在相關的範疇內繼續升學或就業。 Different modes of activities are employed to provide students with a systematic understanding about the context (e.g. lectures on the overview of the history of jewellery design as a profession and its latest development) and eye-opening opportunities to experience the complexity of the context (e.g. visits to various important jewellery shows in Hong Kong and local designer studios of significant value for recognising special features of local and international jewellery design). Through "Integrated Design Project", students acquire an understanding of the requirements, fundamental knowledge and skills essential for further learning or career development within the area through learning-by-practising opportunities in an authentic or near-authentic environment.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀與珠寶設計、產品設計、製造技術和視覺傳達相關的課程 e.g. courses related to jewellery design, product design, manufacturing technology and visual communication **就業出路 Career Pathways** 例如：設計師助理、初級珠寶設計師、插畫師、珠寶零售助理、視覺銷售助理 e.g. designer assistants, junior jewellery designers, illustrators, jewellery retail sales assistants, assistant visual merchandisers
授課安排 Class Arrangements	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年9月 September 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time:　星期六 Saturday　9:00 am - 1:00 pm / 2:00 pm - 6:00 pm 　　　　　（註：部分課堂或安排於暑假期間進行。） 　　　　　(Note: Lessons may also be scheduled during summer holidays.) 地點Venue:　香港知專設計學院 　　　　　新界將軍澳景嶺路3號 　　　　　Hong Kong Design Institute 　　　　　3 King Ling Road, Tseung Kwan O, New Territories **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2836 1264 電郵 Email: apl-enquiry@vtc.edu.hk 課程網址 Course Website: www.vtc.edu.hk/apl

1. 創意設計方法
Creative Design Methods (30小時hrs)
- 設計人員的職業操守、責任和在虛擬平台上的守則
Work ethics, responsibilities in design profession and conduct on virtual platforms
- 設計歷史和在電子商貿平台的消費文化
Design history and consumer culture on ecommerce channels
- 珠寶設計創意思維
Creative thinking in jewellery design
- 珠寶及配飾設計的美學與欣賞
Aesthetics and appreciation of jewellery and accessories design
- 基礎設計
Fundamental design

2. 珠寶繪圖
Jewellery Drawing (30小時hrs)
- 繪圖工具、媒體及科技的替代方案
Drawing tools, media and technology enabled alternatives
- 基本透視和施工圖
Basic perspectives and construction drawings
- 在二維圖紙上顯示物料的質地紋理和三維立體造型
Presentation of material texture and 3D form on 2D drawing

3. 珠寶製作和物料知識
Jewellery Making and Material Knowledge (30小時hrs)
- 珠寶 / 配飾設計物料的資料蒐集和研究
Jewellery / accessories design material research and studies
- 珠寶 / 配飾設計的類別和結構
Categories and structure of jewellery / accessories design
- 珠寶 / 配飾製作技術及現代的電腦輔助設計的替代方案
Jewellery / accessories making techniques and modern-day CAD alternatives
- 珠寶 / 配飾設計的工藝
Craftsmanship in jewellery / accessories design
- 工作室安全規則和工具使用
Safety rules in workshop and use of tools

4. 以數碼工具作珠寶設計
Jewellery Design with Digital Tools (30小時hrs)
- 電腦輔助設計軟件基礎
CAD software fundamentals
- 三維立體概念在電腦輔助設計的應用
3D concepts applied in CAD
- 各種三維立體軟件在珠寶 / 配飾設計的應用
Application of various 3D software in jewellery / accessories design

5. 綜合設計專題研習
Integrated Design Project (60小時hrs)
- 設計流程
Design processes
- 主題設計中的設計摘要及運用方法
Design brief and methodology in thematic design
- 手繪圖和數碼工具記錄設計進展
Hand sketches and digital tools to record design development
- 三維立體打印技術
3D printing technology
- 模型製作
Model making
- 數碼展示和媒體策略
Digital presentation and media strategy
- 綜合設計專題研習：「我的品牌」或「我的夢想」
Integrated Design Project: "MyBrand" or "MyDream"

4 電腦遊戲及動畫設計
Computer Game and Animation Design

課程提供機構 Course Provider	職業訓練局 Vocational Training Council (VTC)
學習範疇 / 課程組別 Area of Studies / Course Cluster	創意學習 / 媒體藝術 Creative Studies / Media Arts
課程簡介 Course Introduction	本課程的目的是啟發學生的創意，培養他們的溝通及解難能力，以及掌握不同媒體的知識和技巧，讓他們可以應用於設計及製作電腦遊戲及動畫。學生可因應個人興趣，選擇「電腦遊戲設計」或「立體動畫設計」作為選修課題。 This course aims at developing students' creativity, communication skills and problem-solving skills, as well as equipping them with the knowledge and skills of manipulating different media so that they can apply them to the design and production of computer games and animations. Students may choose, according to their personal interest, "Computer Game Design" or "3D Animation Design" as their electives.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	講授及示範、參觀電腦遊戲及動畫相關展覽、專題研習和各種多媒體製作實務訓練 Lectures with demonstrations, visits to computer game and animation related exhibitions, project learning and practical training in multimedia productions
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀與電腦遊戲及動畫、軟件工程、雲端系統及數據中心管理、數碼娛樂和多媒體相關的課程 e.g. courses related to computer game and animation, software engineering, cloud computing and data centre administration, digital entertainment and multimedia **就業出路 Career Pathways** 例如：初級電腦動畫師、電腦遊戲設計助理、初級電腦遊戲編程員、電腦遊戲助理繪圖員、電腦遊戲測試員 e.g. junior animators, assistant game designers, junior game programmers, assistant game artists, game testers
授課安排 Class Arrangements	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年9月 September 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time: 星期六 Saturday 9:00 am – 12:00 nn / 12:00 nn - 3:00 pm / 3:00 pm - 6:00 pm 地點Venue: 香港專業教育學院（李惠利） 新界將軍澳景嶺路3號 Hong Kong Institute of Vocational Education (Lee Wai Lee) 3 King Ling Road, Tseung Kwan O, New Territories 或 OR 香港專業教育學院（沙田） 新界沙田源禾路21號 Hong Kong Institute of Vocational Education (Shatin) 21 Yuen Wo Road, Shatin, New Territories **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2836 1264 電郵 Email: apl-enquiry@vtc.edu.hk 課程網址 Course Website: www.vtc.edu.hk/apl

核心部分 Core Part (81小時hrs)

電腦遊戲及動畫行業入門
Computer Game and Animation Fundamentals (27小時hrs)

- 行業知識
  Industry Knowledge
- 創作設計師的角色
  Role of Creative Designers
- 電腦遊戲及動畫的歷史與文化
  History and Cultural Issues of Computer Game and Animation
- 電腦遊戲及動畫業在大灣區
  Computer Game and Animation Industry in the Greater Bay Area
- 版權議題及工作操守
  Copyright Issues and Work Ethics
- 電腦遊戲及動畫製作流程
  Production Workflow of Computer Game and Animation
- 電腦遊戲及動畫設計的成功因素
  Success Factors of Computer Game and Animation Design

視覺設計基礎
Visual Design Basics (30小時hrs)

- 多媒體美學賞析
  Multimedia Aesthetics Appreciation
- 視覺設計基礎
  Visual Design Fundamentals
- 視覺設計工具
  Tools for Visual Design
- 角色及道具賞析和設計
  Characters and Props Appreciation and Design

電腦遊戲及動畫中的創意與STEAM*
Creativity and STEAM* in Computer Game and Animation (24小時hrs)

- 創意技藝、集體研討及創新意念
  Creative Techniques, Brainstorming and Generating Ideas
- 電腦圖像編程基礎
  Programming Fundamentals for Computer Graphics
- 擴增實境及虛擬實境個案研究
  Case Studies in Augmented Reality and Virtual Reality
- 電腦遊戲及動畫的創意編程技巧
  Creative Programming Skills for Computer Game and Animation Design
- 電腦遊戲及動畫與創意和STEAM的融合
  Integrating Creativity and STEAM in Computer Game and Animation Design

選修部分 Elective Part (99小時hrs)

電腦遊戲設計
Computer Game Design

- 電腦遊戲設計及開發
  Computer Game Design and Development (30小時hrs)
- 電腦遊戲的動態影像及視覺效果
  Motion Graphics and Visual Effects for Computer Game (24小時hrs)
- 電腦遊戲製作專題研習
  Computer Game Production Project (45小時hrs)
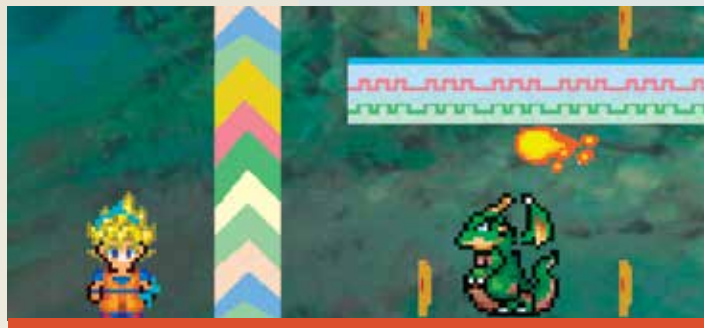
或OR

立體動畫設計
3D Animation Design

- 立體動畫設計及製作
  3D Animation Design and Production (33小時hrs)
- 動畫的錄音及音響效果
  Audio Recording and Sound Effects for Animation (21小時hrs)
- 立體動畫製作專題研習
  3D Animation Production Project (45小時hrs)

* STEAM 是代表科學（Science）、科技（Technology）、工程（Engineering）、藝術（the Arts）及數學（Mathematics）各英文譯寫的首字母縮略詞。
  STEAM is an acronym that refers collectively to the academic disciplines of Science, Technology, Engineering, the Arts and Mathematics.

5 數碼漫畫設計與製作
Digital Comic Design and Production

課程提供機構 **Course Provider**	香港大學專業進修學院 School of Professional and Continuing Education, The University of Hong Kong (HKU SPACE)
學習範疇 / 課程組別 **Area of Studies / Course Cluster**	創意學習 / 媒體藝術 Creative Studies / Media Arts
課程簡介 **Course Introduction**	本課程介紹數碼漫畫創作、出版流程、數碼漫畫製作、數碼漫畫軟件的應用，以及於數碼社交媒體平台上出版漫畫。課程讓學生認識數碼漫畫和創意產業的發展、相關的基礎理論和概念，為有興趣日後進修數碼漫畫設計與製作相關課程，以及投身創意產業的學生打好基礎。 This course introduces digital comic design, production workflow, digital comic production, application of digital comic software and comic publication on digital social media platform. It aims to enhance students' understanding of the development of the digital comic and creative industry, the related fundamental theories and concepts, preparing them for further studies in digital comic design and production and career development in the creative industry.
授課語言 **Medium of Instruction**	中文 或 英文 Chinese or English
學習活動特色 **Learning Activity Highlights**	實踐練習、個案研究、實地考察、業界分享、數碼漫畫製作項目等 Practical exercises, case studies, site visits, industrial talks, digital comic production projects, etc.
升學路向及就業出路 **Articulation to Further Studies and Career Pathways**	**升學路向 Further Studies** 例如：升讀與藝術與設計，數碼媒體及娛樂，動畫，傳播，廣告，資訊科技相關的課程 e.g. courses related to arts and design, digital media and entertainment, animation, communication, advertising, information technology **就業出路 Career Pathways** 例如：數碼資產助理，漫畫家，圖形和插畫師，漫畫封面設計師，動畫師 e.g. digital asset assistant, comic artist, graphic and illustration designer, comic cover designer, animator
授課安排 **Class Arrangements**	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年10月 October 2023 中五開課日期 S5 Commencement Date: 2024年10月 October 2024 時間Time: 星期六 Saturday 10:00 am – 1:00 pm / 2:00 pm – 5:00 pm （註：(1)部分課堂將於上午十時至下午五時進行。(2)暑期課堂的安排著重工作坊實習及實地考察。暑假期間的上課時間為上午十時至下午五時。） (Note: (1) Some classes will be held from 10:00-17:00. (2) Summer lessons will focus on workshop practices and site visits. Lessons from 10:00 to 17:00 during summer holidays.) 地點Venue: 香港大學專業進修學院（九龍東分校） 九龍九龍灣宏開道28號 HKU SPACE (Kowloon East Campus) 28 Wang Hoi Road, Kowloon Bay, Kowloon 或 OR 香港大學專業進修學院（金鐘教學中心） 香港金鐘夏愨道18號海富中心 HKU SPACE (Admiralty Learning Centre) Admiralty Centre, 18 Harcourt Road, Hong Kong 或 OR 香港大學專業進修學院（北角城教學中心） 香港北角英皇道250號北角城中心 HKU SPACE (Fortress Tower Learning Centre) 250 King's Road, North Point, Hong Kong **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 **Enquiries**	電話 Tel: 2975 5887 電郵 Email: apl@hkuspace.hku.hk 課程網址 Course Website: https://hkuspace.hku.hk/apl

1. 漫畫製作概述
   Overview of Comic Production (12小時hrs)
   • 數碼漫畫和創意產業簡介
     Introduction to the digital comic and creative industry
   • 亞洲區之漫畫文化
     Comic cultures of Asian regions
   • 漫畫發展週期
     Comic development cycle
   • 版權議題
     Copyright issues
   • 漫畫文化鑑賞
     Appreciation of comic culture
   • 漫畫的成功因素
     Success factors of comic

2. 漫畫設計與故事發展基礎
   Fundamentals of Comic Design and Story Development
   (48小時hrs)
   • 傳統與現代漫畫繪製方法
     Traditional and Modern Comic Drawing Technique
   • 故事發展
     Story Development

3. 數碼漫畫意象創作
   Digital Comic Imagery Creation (36小時hrs)
   • 視覺傳達設計基礎
     Fundamentals of visual communication design
   • 視覺元素
     Visual elements
   • 使用藝術語言
     Use of artistic language
   • 資訊蒐集
     Information research
   • 角色配置和設計
     Character setting and design
   • 背景配置和設計
     Background setting and design
   • 不同材料的繪製技巧
     Technique of drawing different materials
   • 特效繪圖技巧
     Special effect drawing techniques
   • 漫畫框架和佈局設計
     Comic frame and layout design
   • 對話框設計
     Speech bubble design

4. 數碼漫畫製作
   Digital Comic Production (69小時hrs)
   • 數碼漫畫軟件的應用
     Application of digital comic software
   • 漫畫製作流程
     Comic production process
   • 創意插圖設計簡介
     Introduction to creative illustration design

5. 於數碼社交媒體平台上出版內容
   Content Publication on Digital Social Media Platform
   (15小時hrs)
   • 出版業簡介
     Introduction to the publishing industry
   • 特許權使用費計算
     Royalty fee calculation
   • 創意產業及社交媒體的最新發展趨勢
     Latest development trend of social media for the
     creative industry
   • 於桌面和手機應用程式出版漫畫
     Desktop and mobile applications for comic publication

6 流行音樂製作
Popular Music Production

課程提供機構 Course Provider	香港專業進修學校 Hong Kong College of Technology (HKCT)
學習範疇 / 課程組別 Area of Studies / Course Cluster	創意學習 / 媒體藝術 Creative Studies / Media Arts
課程簡介 Course Introduction	本課程旨在讓學生認識與現今流行音樂的製作，從表演、作曲、錄音、混音至推廣相關的理論及技巧。課程不但提升學生對相關學科的興趣，而且加強他們的基礎技能、思考能力、人際關係、價值觀和態度，以及與職業相關的能力，為未來升學、就業以至終身學習做好準備。 The course aims to develop students' understanding of the theories and skills related to the production of popular music from performance, composition, recording, mixing to promotion. The course not only enhances students' interest in the popular music production industry, but also strengthens their foundation skills, thinking skills, people skills, values and attitudes, and career-related competencies, preparing them for further studies and career pursuits.
授課語言 Medium of Instruction	中文 Chinese
學習活動特色 Learning Activity Highlights	到專業錄音室作實地考察、參觀演出場地、與音樂製作人及專業人士會面、在專業的錄音室下，運用專業的音樂軟件和硬件進行音樂創作、創作自己的音樂及表演風格及撰寫網上市場策略計劃書去推廣音樂項目等。 Field visits to professional studios, visit to performance venue and meeting with music producers and professionals, using professional music software and hardware for music creation in a professional studio, creating own music and performance style and sketch an online marketing strategy plan to promote a music project etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	升學路向 Further Studies 例如：音樂、音樂劇及舞台藝術相關的課程 e.g. courses related to music, musicals and stage arts 就業出路 Career Pathways 例如：音樂表演者、作曲家、編曲、音樂導師、混音師、製作助手、音樂總監、音樂監製和音樂發行人 e.g. music performer, composer, arranger, music tutor, sound mixer, production assistant, music director, music producer and music publisher
授課安排 Class Arrangements	模式一 Mode 1 中四開課日期 S4 Commencement Date: 2023年10月 October 2023 中五開課日期 S5 Commencement Date: 2024年10月 October 2024 時間Time: 星期六 Saturday 9:00 am - 1:00 pm / 2:00 pm - 6:00 pm （註：部分課堂將於暑假期間進行及全日上課。） (Note: Lessons will also be scheduled during summer holidays and will be arranged as full day lessons.) 地點Venue: 香港專業進修學校（港專賽馬會馬鞍山校園） 新界馬鞍山耀安邨 Hong Kong College of Technology (HKCT Jockey Club Ma On Shan Campus) Yiu on Estate, Ma on Shan, Sha Tin, New Territories 或 OR 香港專業進修學校（港專賽馬會本科校園） 新界沙田馬鞍山鞍誠街2號 Hong Kong College of Technology (HKCT Jockey Club Undergraduate Campus) 2 On Shing Street, Ma On Shan, Sha Tin, New Territories 模式二 Mode 2 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2265 6986 / 2926 1222 電郵 Email: apl@hkct.edu.hk / enquiry@hkct.edu.hk 課程網址 Course Website: www.hkct.edu.hk/apl

1. 流行音樂導論
   Introduction to Pop Music (40小時hrs)
   - 流行音樂行業概述
     Overview of pop music industry
   - 基礎音樂理論
     Basic music theory
   - 流行音樂與文化歷史發展的關係
     Relationship between pop music and cultural and historical development
   - 流行音樂作品欣賞及分析
     Appreciation and analysis of pop music genres

2. 流行音樂演繹知識
   Knowledge of Pop Music Performance (30小時hrs)
   - 舞台設計及應用
     Stage design and performance
   - 咪高峰之應用
     Application of microphones
   - 現場與錄音室之應用及區分
     Application and difference between live performance and studio recording
   - 頻響效應之認識
     Understanding of frequency response
   - 音樂會工作單位之認識
     Basics of concert production

3. 流行音樂創作基礎
   Basic Pop Music Creation (50小時hrs)
   - 作曲基礎知識
     Basic knowledge of songwriting
   - 和弦編曲與旋律寫作技巧
     Chord arrangement and melody writing skills
   - 歌曲風格和樂器的特性
     Song styles and characteristic of musical instruments
   - 歌曲創作軟件的應用
     Application of songwriting software
   - 職業操守及版權議題
     Work ethics and copyright issues

4. 錄音及混音技巧
   Recording and Mixing Skills (40小時hrs)
   - 音樂製作軟件及設備的應用
     Basic knowledge of music production software and hardware
   - 認識音樂製作流程
     Understanding of the music production process
   - 錄音技術的應用
     Application of recording skills
   - 混音技術的應用
     Application of mixing skills

5. 流行音樂推廣
   Pop Music Promotion (20小時hrs)
   - 創意藝術與商業的關係
     Relationship between creative arts and commerce
   - 創意產業的資源及財務管理
     Resource and financial management for creative industries
   - 推廣音樂的網上市場策略
     Online marketing strategy for promoting music

7 舞出新機 — 舞蹈藝術
Taking a Chance on Dance

課程提供機構 Course Provider	香港演藝學院 The Hong Kong Academy for Performing Arts (HKAPA)
學習範疇 / 課程組別 Area of Studies / Course Cluster	創意學習 / 表演藝術 Creative Studies / Performing Arts
課程簡介 Course Introduction	本課程透過「三元學習：表演、創作和賞析」的教育理念，豐富學生自身、作為舞者及舞蹈創作者的體驗，以培養他們對舞蹈藝術的審美和修養。課程提供全面的舞蹈訓練，教授學生表演、創作及評賞舞蹈，利用舞蹈引導認知學習。除了舞蹈專業領域介紹外，課程更着重全人訓練，發展學生的創意和想像力，提升他們的人際關係和自信心。 This course focuses on the aesthetic aspect of dance by engaging students in a holistic experience as people, dancers and makers of dance through the "Three Key Learning Processes: Performing, Creating and Appreciation". It involves learning to perform and create dance, learning to appreciate and appraise dance, and using dance to support cognitive learning. The course also provides an all-around training to students, in developing their creativity and imagination, and on the other hand enhancing their interpersonal relationships and self-confidence.
授課語言 Medium of Instruction	中文 Chinese
學習活動特色 Learning Activity Highlights	採用多樣化的學與教模式（如：排練室及課室教學、專家講座及工作坊、綵排及演出、講座、研討會及考察）；舉行為期約十天的密集舞蹈日營，讓學生共同創作、綵排及演出舞蹈作品。 A broad range of learning and teaching modes are employed (e.g. studio and classroom teaching, master classes and workshops, rehearsals and performances, lectures, seminars and field visits); an intensive dance day camp (around 10 days) is being held in which students work collaboratively to create, rehearse and perform dance works.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	升學路向 Further Studies 例如：升讀與舞蹈、戲劇、舞台及製作藝術、媒體藝術及設計和音樂劇相關的課程 e.g. courses related to dance, drama, theatre and entertainment arts, media arts and design and musical theatre 就業出路 Career Pathways 例如：舞蹈員、舞台監督、藝術行政人員、舞蹈教師、舞蹈評論員 e.g. dancer, stage manager, arts administrator, dance teacher, dance critic
授課安排 Class Arrangements 	模式一 Mode 1 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time: 星期五 Friday 5:30 pm - 10:00 pm 或 OR 星期六 Saturday 9:00 am - 1:30 pm / 2:00 pm - 6:30 pm （註：部分課堂將於星期五及／或星期六及／或星期日及／或公眾假期及／或暑假期間進行。為期約十天的密集舞蹈日營將於2025年暑假期間舉行。） (Note: Lessons will be scheduled for Fridays and / or Saturdays and/or Sundays and / or public holidays and / or summer holidays. An intensive dance day camp (around 10 days) will be held during the summer holiday in 2025.) 地點Venue: 香港演藝學院，香港灣仔告士打道1號 The Hong Kong Academy for Performing Arts, 1 Gloucester Road, Wanchai, Hong Kong 及／或 AND / OR 香港演藝學院，香港薄扶林道139號 The Hong Kong Academy for Performing Arts, 139 Pokfulam Road, Hong Kong 及／或 AND / OR 其他練習室 Other Studios 模式二 Mode 2 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers. （註：為期約十天的密集舞蹈日營將於2025年暑假期間舉行。） (Note : An intensive dance day camp (around 10 days) will be held during the summer holiday in 2025.)
查詢 Enquiries	電話 Tel: 2584 8764 電郵 Email: apl.excel@hkapa.edu 課程網址 Course Website: https://excel.hkapa.edu/apl/

第一階段
Phase One (77小時hrs)

相關學科（一）
Contextual Studies I (29小時hrs)
- 舞蹈安全知識
  Safe Dance Practice
- 動作分析
  Movement Analysis
- 舞蹈即興
  Improvisation
- 透視舞蹈 – 歷史的發展
  Dance Perspective –
  Historical Development
- 舞蹈賞評
  Dance Review
- 舞蹈欣賞 Attending Dance Performances

舞蹈技巧（一）
Dance Technique I (48小時hrs)
- 芭蕾舞
  Ballet
- 現代舞
  Contemporary Dance
- 爵士舞
  Jazz

第三階段
Phase Three （49小時hrs)

相關學科（三）
Contextual Studies III (11小時hrs)
- 舞蹈創作及創意動作
  Dance Making and Creative Movement
- 舞蹈展望講座
  Seminar on Dance Prospects
- 舞蹈欣賞
  Attending Dance Performances

舞蹈風格
Dance Styles (38小時hrs)
- 中國舞
  Chinese Dance
- 街舞
  Street Dance

第二階段：密集舞蹈日營
Phase Two: Intensive Dance Day Camp (54小時hrs)

相關學科（二）
Contextual Studies II (24小時hrs)
- 舞蹈科技
  Dance Technology
- 雙人舞
  Partnering
- 舞蹈音樂
  Music for Dance
- 劇場術語及製作過程淺談
  Introduction to Theatre Terminology
   and Production Process
- 與藝術家會面
  Meet-the-Artists

舞蹈技巧（二）
Dance Technique II (19小時hrs)
- 現代舞
  Contemporary Dance
- 爵士舞
  Jazz

舞蹈製作
Dance Production (11小時hrs)
- 排練及演出
  Rehearsals and Performance

8 由戲開始・劇藝縱橫
The Essentials of Theatre Arts

課程提供機構 Course Provider	香港演藝學院 The Hong Kong Academy for Performing Arts (HKAPA)
學習範疇 / 課程組別 Area of Studies / Course Cluster	創意學習 / 表演藝術 Creative Studies / Performing Arts
課程簡介 Course Introduction	「由戲開始・劇藝縱橫」的宗旨以學生為本，提供一個全方位的戲劇經驗，透過「三元學習：表演、創作和賞析」的教育理念，豐富學生自身及作為演出者、創作者及參與者的戲劇知識。課程除提供一個全面的戲劇藝術、劇場製作培訓及戲劇專業領域介紹外，更著重全人訓練，發揮學生的創意和想像力，並提升他們的人際關係和自信心。學生可因應個人興趣，選擇「戲劇藝術」或「劇場製作」作為選修部分。 In The Essentials of Theatre Arts, student-centered learning and teaching activities are designed to engage students in a holistic experience to enrich them as people, drama artists, makers of drama / theatre, and theatre participants through the "Three Key Learning Processes: Performing, Creating and Appreciation". It provides students with a comprehensive study of drama and theatre production as an art form and introduces them to the professional world of theatre, while developing their creativity, power of imagination, people skills and self-confidence. Students may choose, according to their personal interest, "Dramatic Arts" or "Theatre Production" as their elective parts.
授課語言 Medium of Instruction	中文 Chinese
學習活動特色 Learning Activity Highlights	採用多樣化學與教模式（如：工作坊及講座形式的課堂、綵排及演出、考察、大師班、創意寫作練習及實務練習）；舉行為期約八天的密集戲劇日營，讓學生共同創作、綵排及演出戲劇作品。 A broad range of learning and teaching modes are employed (e.g. workshop-based and lecture-based teaching, rehearsals and performances, field visits, master classes, practices in creative writing, and practical exercise); an intensive drama day camp (around 8 days) is being held in which students work collaboratively to create, rehearse and perform drama works.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀與表演藝術相關的課程，如舞蹈、戲劇、舞台及製作藝術、媒體藝術及設計和音樂劇相關的課程 e.g. courses related to performing arts, including dance, drama, theatre and entertainment arts, media arts and design and musical theatre **就業出路 Career Pathways** 例如：編劇、導演、演員、舞台監督、藝術行政人員、戲劇導師、戲劇評論員 e.g. playwright, director, actor, stage manager, arts administrator, drama teacher, theatre critic
授課安排 Class Arrangements	**模式一 Mode 1** 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time: 星期五 Friday 6:00 pm - 9:30 pm 或 OR 星期六 Saturday 9:30 am - 1:00 pm / 2:00 pm - 5:30 pm （註：部分課堂將於星期五及 / 或星期六及 / 或星期日及 / 或公眾假期及 / 或寒假期間進行。為期約八天的密集戲劇日營將於2025年12月舉行。） (Note : Lessons will be scheduled for Fridays and / or Saturdays and / or Sundays and / or public holidays and / or winter holidays. An intensive drama day camp (around 8 days) will be held in December 2025.) 地點Venue: 香港演藝學院，香港灣仔告士打道1號 The Hong Kong Academy for Performing Arts, 1 Gloucester Road, Wanchai, Hong Kong 及 / 或 AND / OR 香港演藝學院，香港薄扶林道139號 The Hong Kong Academy for Performing Arts, 139 Pokfulam Road, Hong Kong 及 / 或 AND / OR 其他練習室 Other Studios **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers. （註：為期約八天的密集戲劇日營將於2025年12月舉行。） (Note : An intensive drama day camp (around 8 days) will be held in December 2025.)
查詢 Enquiries	電話 Tel: 2584 8764 電郵 Email: apl.excel@hkapa.edu 課程網址 Course Website: https://excel.hkapa.edu/apl/

（I）相關學科 Contextual Studies（30小時hrs）

- 戲劇藝術類型
  Drama Genres
  - 形式及風格
    Forms and Styles
  - 相關發展
    Contextual Development
  - 本地劇壇現況
    Local Drama Scene
- 劇本圍讀及分析
  Play Reading and Analysis
- 戲劇評賞
  Drama Criticism
- 實踐及發展的反思
  Reflection for Practice and Development
- 戲劇欣賞
  Attending Drama Performances

選修（1）：戲劇藝術 Elective (1) : Dramatic Arts	或OR	選修（2）：劇場製作 Elective (2) : Theatre Production

（II）技巧訓練 Major Studies（87小時hrs）

戲劇藝術基礎 Fundamentals of Dramatic Arts
- 演技基訓 I（劇場遊戲及即興練習）
  Acting I (Theatre Games and Improvisation Exercises)
- 舞台形體
  Stage movement
- 劇本創作
  Playwriting
- 演技基訓 II（情境練習及分析劇本選段）
  Acting II (Scene Works and Analysis of Script Excerpts)
- 發聲練習
  Voice
- 舞台化妝
  Stage Make-up

劇場製作基礎 Fundamentals of Theatre Production
- 後台健康及安全守則
  Health and Safety Rules for Backstage
- 舞台管理
  Stage Management
- 舞台技術
  Stage Technology
- 佈景及服裝設計
  Set and Costume Design
- 燈光設計及技術
  Lighting Design and Technology
- 音響設計及技術
  Sound Design and Technology
- 道具製作
  Property Making

（III）劇場藝術製作（密集戲劇日營）
Production of Theatre Arts (Intensive Drama Day Camp)（63小時hrs）

編作及演出 Devising and Performance
(63小時hrs)
- 劇場遊戲及練習
  Theatre Games and Practice
- 意念發展
  Concept Development
- 劇本創作
  Playwriting
- 排練、技術綵排及總綵排
  Rehearsals, Technical Rehearsal and Dress Rehearsal
- 演出
  Performance

完成相關學科的學習和技巧訓練（戲劇藝術基礎）後，學生掌握戲劇表演、劇本創作及排練的技巧，並運用於戲劇演出劇場製作過程中的角色演繹、創作及綵排。
Upon completion of Contextual Studies and Major Studies (Fundamentals of Dramatic Arts), students acquire the skills of drama performance, playwriting and practice, and apply them to characterisation, creation and rehearsals in the process of theatre production for a drama performance.

製作實踐及展現
Production Practice and Presentation (30小時hrs)
- 構思發展
  Concept Development
- 技術與設計應用
  Technical and Design Application
- 劇場展現
  Theatrical Presentation

完成相關學科的學習和技巧訓練（劇場製作基礎）後，學生掌握及運用劇場製作與實踐的知識及技巧於劇場展現中。
Upon completion of Contextual Studies and Major Studies (Fundamentals of Theatre Production), students acquire and apply the knowledge and skills of theatre production and practice on theatrical presentations.

綵排及演出 Rehearsals and Performance (33小時hrs)
- 排練、技術綵排及總綵排
  Rehearsals, Technical Rehearsal and Dress Rehearsal
- 演出
  Performance

與選修戲劇藝術的學生合作，在排練、技術綵排及戲劇演出中作後台支援。
Work collaboratively with students taking dramatic arts for the support of backstage in the rehearsal, technical rehearsal and drama performance.

課程提供機構 Course Provider	香港大學專業進修學院 School of Professional and Continuing Education, The University of Hong Kong (HKU SPACE)
學習範疇 / 課程組別 Area of Studies / Course Cluster	媒體及傳意 / 電影、電視與廣播學 Media and Communication / Films, TV and Broadcasting Studies
課程簡介 Course Introduction	本課程旨在讓學生掌握最新電台廣播及媒體技術製作的知識和技能。透過電台廣播及數碼媒體製作，學生可將所學的知識和技能轉移到數碼媒體行業不同的專業範疇，從而幫助他們進一步在行業的發展。 This course aims to equip students with the knowledge and skills of the latest radio broadcasting and media technology production. Students can transfer their knowledge and skill acquired to different professional aspects of the digital media industry through radio broadcasting and digital media production, which help them further develop their career in the field.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	問題為本學習、小組討論、簡報匯報、個案研究、實地考察、工作坊、模擬練習、業內人士分享及示範等 Problem-based learning, group discussions, PowerPoint presentations, case studies, site visits, workshops, simulation exercises, sharing and demonstrations by practitioners, etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀與新聞與傳播學、媒體及文化研究、公共關係、廣告、電影電視相關的課程 e.g. courses related to journalism and communication, culture and media studies, public relations, advertising, film and television **就業出路 Career Pathways** 例如：電台主持、電台節目總監及製作、電視主持、編劇及製作助理、錄音室助理、配音員、電視電影聲音製作、公關助理、新聞及雜誌記者、網絡傳媒工作 e.g. radio host, radio programme director and production, TV host, TV writer and production assistant, studio assistant, voice actor, TV and film sound production, public relations assistant, newspaper and magazine reporter, online media work
授課安排 Class Arrangements	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年10月 October 2023 中五開課日期 S5 Commencement Date: 2024年10月 October 2024 時間Time: 星期六 Saturday 10:00 am - 1:00 pm （註：(1)部分課堂將於上午十時至下午五時進行。(2)暑期課堂的安排著重工作坊實習及實地考察。暑假期間的上課時間為上午十時至下午五時。） (Note: (1) Some classes will be held from 10:00 am - 5:00 pm. (2) Summer lessons will focus on workshop practices and site visits. Lessons from 10:00 am - 5:00 pm during summer holidays.) 地點Venue: 香港大學專業進修學院（九龍東分校） 九龍九龍灣宏開道28號 HKU SPACE (Kowloon East Campus) 28 Wang Hoi Road, Kowloon Bay, Kowloon 或 OR 香港大學專業進修學院（北角城教學中心） 香港北角英皇道250號北角城中心 HKU SPACE (Fortress Tower Learning Centre) 250 King's Road, North Point, Hong Kong 或 OR 香港大學專業進修學院（港島南分校） 香港薄扶林華林徑3號 HKU SPACE (Island South Campus) 3 Wah Lam Path, Pokfulam, Hong Kong **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2975 5887 電郵 Email: apl@hkuspace.hku.hk 課程網址 Course Website: https://hkuspace.hku.hk/apl

數碼媒體及電台廣播行業概況
Overview of Digital Media and Radio Broadcasting Industry (30小時hrs)

- 數碼媒體與電台製作簡介
  Introduction to digital media and radio production
- 環球及本地網絡媒體的發展趨勢
  Global and local development trend of online media channels
- 廣播節目的職位
  Posts in broadcast programmes
- 廣播節目的類別
  Types of broadcast programmes
- 傳統媒體及數碼媒體的發展
  Development of traditional media and digital media

數碼媒體技術應用
Digital Media Technology Applications (60小時hrs)

- 電台節目製作
  Radio Programme Production
  - 錄音的原則
    Principle of audio recording
  - 音訊編輯及混音處理
    Audio editing and mixing
  - 戶外收音、環境音效收集及收音效果
    Outdoor sound recording, collection of the ambient sound and sound effect
  - 錄音室設備設置
    Studio equipment setup
- 網上短片製作（視頻日誌／VDO）
  Online Short Video Production (Vlog / VDO)
  - 鏡頭拍攝、移動及操作
    Camera shots, moves and manipulation
  - 特效及調色
    Effects and color correction
  - 影片導出方法
    Video export methods
  - 轉場、視訊及音訊過濾
    Transition, video and audio filters

電台節目製作及編輯
Radio Programme Production and Editing (54小時hrs)

- 新聞寫作及報告技巧
  News Writing and Reporting Skills
  - 發音、語調及儀態
    Pronunciation, tone and manner
  - 公眾演說技巧
    Public speaking skills
  - 節目的目標觀眾
    Target audience of the programme
- 電台節目創作
  Radio Programme Creation
  - 背景資料搜集
    Background information search
  - 準備訪問問題
    Interview question preparation
  - 製作分鏡腳本
    Storyboard development
  - 廣播稿創作
    Broadcast script creation
  - 節目時間管理
    Programme time management
  - 應變計劃
    Contingency planning

專業操守
Professional Ethics (12小時hrs)

- 傳媒中立的重要性
  Importance of media-neutrality
- 版權的重要性
  Importance of copyright
- 簡介相關廣播條例
  Introduction to the relevant Broadcasting Ordinance
- 傳媒行業的社會義務及責任
  Social obligations and responsibilities of media industry
- 環球及本地傳媒操守案例研究
  Case studies of global and local media ethical issues

媒體節目製作專題研習
Media Programme Production Project (24小時hrs)

- 前期節目製作
  Pre-production
- 節目製作
  Programme Production
- 後期節目製作
  Post-production

10 電影及超媒體
Film and Transmedia

課程提供機構 Course Provider	職業訓練局 Vocational Training Council (VTC)
學習範疇 / 課程組別 Area of Studies / Course Cluster	媒體及傳意 / 電影、電視與廣播學 Media and Communication / Films, TV and Broadcasting Studies
課程簡介 Course Introduction	本課程提供實境式學習讓學生掌握電影及超媒體的基本理論和概念，並透過實踐練習和互動教學活動，有效發展他們的創意思維、行業操守及於溝通、團隊合作、解難和創意思考中所需之軟技能。 This course provides students with authentic learning experiences to acquire the fundamental theories and concepts of film and transmedia, and helps students develop their creative mind, work ethics and various soft skills in communication, team work, problem-solving and creative thinking through hands-on practice and interactive learning and teaching activities.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	講授及示範、實務訓練、電影賞析、參觀電視台或後期製作公司、業內專業人士講座及分享、專題研習、年度放影會等 Lectures with demonstrations, practical training, film appreciation, visits to TV studios or post-production companies, professional talks and sharing, project learning, annual screening and presentation, etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀與超媒體、電影研究、電影製作、創意藝術、數碼媒體、電台及電視節目製作、製作管理、電影及電視節目劇本編寫、數碼內容發展相關的課程 e.g. courses related to transmedia, film studies, film making, creative arts, digital media, radio and television production, production management, film scripting and television writing, and digital content development **就業出路 Career Pathways** 例如：從事與創意藝術相關的工作，如電影製作、超媒體、數碼媒體、電台及電視節目製作、電影及電視節目劇本撰寫 e.g. careers in the fields of creative arts, such as film production, transmedia, digital media, radio and television production, film scripting and television programme writing
授課安排 Class Arrangements	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年9月 September 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time:　星期六 Saturday　9:00 am - 12:00 nn / 1:00 pm - 4:00 pm 地點Venue:　香港知專設計學院 　　　　　　新界將軍澳景嶺路3號 　　　　　　Hong Kong Design Institute 　　　　　　3 King Ling Road, Tseung Kwan O, New Territories **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2836 1264 電郵 Email: apl-enquiry@vtc.edu.hk 課程網址 Course Website: www.vtc.edu.hk/apl

1. 電影及超媒體行業概況
   Overview of Film and Transmedia Industry (12小時hrs)
   - 電影及超媒體行業的概況及環球發展趨勢
     Film and transmedia industry profile and trend in global context
   - 香港與內地的電影與多媒體行業
     Film and transmedia industry in Hong Kong and the Mainland
   - 從業員的角色和職責
     Roles and responsibilities of practitioners
   - 版權及知識產權議題
     Copyright and intellectual property right issues

2. 基礎電影製作
   Fundamentals of Film Production (45小時hrs)
   - 基礎攝影
     Fundamental cinematography
   - 剪接理論與應用
     Editing theory and application
   - 聲音設計與應用
     Sound design and application
   - 場面設計與實現
     Scene design and realisation

3. 超媒體故事敘述
   Transmedia Storytelling (45小時hrs)
   - 超媒體電影敘事的應用
     Application in film narrative of transmedia
   - 超媒體故事敘述的理論與元素
     Principles and elements of transmedia storytelling
   - 劇本創作與故事板繪製
     Scriptwriting and storyboarding
   - 視覺故事敘述的實踐
     Implementation of visual storytelling
   - 內容創作與不同媒體平台的關係
     Content creation in relation to different media platforms
     - 影片分享網站
       Video-sharing websites
     - 社交媒體
       Social media
     - 互動媒體
       Interactive media

4. 電影美學研究
   Exploring Film Aesthetics (36小時hrs)
   - 環球及本地電影欣賞
     Global and local film appreciation
   - 選修部分
     Elective parts
     - 攝影藝術；或
       Cinematographic art; OR
     - 後期製作藝術
       Art of post-production

5. 綜合專題研習：短片製作
   Integrated Project: Short Film Production (42小時hrs)
   - 電影製作流程
     Film production pipeline
   - 前期製作計劃
     Pre-production planning
   - 短片製作
     Short film production
   - 後期製作
     Post-production

6. 年度放映會
   Annual Screening and Presentation

課程提供機構 Course Provider	香港大學專業進修學院 School of Professional and Continuing Education, The University of Hong Kong (HKU SPACE)
學習範疇 / 課程組別 Area of Studies / Course Cluster	媒體及傳意 / 媒體製作與公共關係 Media and Communication / Media Production and Public Relations
課程簡介 Course Introduction	本課程旨在增加學生對品牌傳播的認識，以及使用數碼媒體來實現品牌目標的技能。透過實務寫作練習、專題研習、寫作報告、滙報及測驗，讓學生了解並掌握專業品牌傳播的寫作技巧、攝影和視頻製作及編輯原理，以及設計適當的傳播策略，以有效建立一個獨特的品牌形象。除品牌傳播外，學生可將所學的傳播及數碼內容製作的知識和技能，轉移到不同的數碼傳播行業，從而幫助他們進一步在這些範疇的發展。 The course aims to enhance students' understanding of brand communication and their skills in using digital media for achieving goals of branding. Through hands-on written exercises, projects, written reports, presentation and tests, the course will enable students to understand and master the skills of professional writing for brands, principles of photo- and video- taking and editing, and how to design appropriate communication strategies to effectively build a unique brand identity. In addition to brand communication, the knowledge and skills acquired in communication and digital content production can be transferred to different digital communication industries, to help students further develop in the related fields.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	問題為本學習、小組討論、簡報匯報、個案研究、寫作及照片 / 視頻拍攝工作坊、直播練習、業內人士分享及示範等 Problem-based learning, group discussions, PowerPoint presentations, case studies, writing and photo / video-taking workshops, livestreaming exercises, sharing and demonstrations by practitioners, etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀與傳播、媒體及文化研究、廣告、公關、新聞、視覺傳意相關的課程 e.g. courses related to communication, media and cultural studies, advertising, public relations, journalism, visual communication **就業出路 Career Pathways** 例如：品牌助理、廣告助理、公關助理、傳媒關係助理、網上傳播助理及數碼媒體內容編輯助理 e.g. brand assistant, advertising assistant, public relations assistant, media relations assistant, online communication assistant and digital media content editor's assistant
授課安排 Class Arrangements	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年10月 October 2023 中五開課日期 S5 Commencement Date: 2024年10月 October 2024 時間Time: 星期六 Saturday 10:00 am - 1:00 pm （註：(1) 部分課堂將於上午十時至下午五時進行。(2) 暑期課堂的安排著重工作坊實習。暑假期間的上課時間為上午十時至下午五時。） (Note: (1) Some classes will be held from 10:00 am - 5:00 pm. (2) Summer lessons will focus on workshop practices. Lessons will be held from 10:00 am - 5:00 pm during summer holidays.) 地點Venue: 香港大學專業進修學院 （九龍東分校） 九龍九龍灣宏開道28號 HKU SPACE (Kowloon East Campus) 28 Wang Hoi Road, Kowloon Bay, Kowloon　　　　或 OR 香港大學專業進修學院 （北角城教學中心） 香港北角英皇道250號北角城中心 HKU SPACE (Fortress Tower Learning Centre) 250 King's Road, North Point, Hong Kong　　　　或 OR 香港大學專業進修學院 （港島南分校） 香港薄扶林華林徑3號 HKU SPACE (Island South Campus) 3 Wah Lam Path, Pokfulam, Hong Kong **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2910 7638 電郵 Email: ug.comm@hkuspace.hku.hk 課程網址CourseWebsite: https://hkuspace.hku.hk/apl

單元一：品牌傳播及數碼媒體
Module 1: Brand Communication and Digital Media（10小時hrs）

- 品牌傳播簡介：品牌類型和品牌工作
  Introduction to brand communication: Types of brands and branding jobs
- 品牌傳播與數碼媒體的關係
  Relationship between brand communication and digital media
- 數碼品牌傳播的專業操守
  Professional ethics of digital brand communication

單元二：數碼品牌傳播策略
Module 2: Digital Brand Communication Strategies（18小時hrs）

- 數碼媒體平台的特性
  Characteristics of digital media platforms
- 有關數碼媒體品牌傳播的正反觀點
  Pros and cons of using digital media for brand communication
- 數碼品牌傳播策略和個案研究
  Digital brand communication strategies and case studies

單元三：數碼媒體內容寫作
Module 3: Written Communication for Digital Media（32小時hrs）

- 寫作原理：博客 ／ 帖文、線上社論式廣告和宣傳文稿
  Principles of writing: Blogs / posts, online advertorials and promotional scripts
- 運用廣告和講故事的方法來宣傳品牌產品
  The use of advertising and storytelling in promoting branded products
- 有效的超連結和主題標籤策略
  Effective link building and hashtag strategy

單元四：數碼媒體的視覺傳意
Module 4: Visual Communication for Digital Media（52小時hrs）

- 圖像傳播：獨特的品牌形象和形象的力量
  Graphic communication: Unique brand images and the power of image
- 網站和社交媒體平台的美學
  Aesthetics of websites and social media platforms
- 有效的手機攝影和視頻製作
  Effective mobile phone photography and video recording

單元五：數碼媒體受眾
Module 5: Audience of Digital Media（32小時hrs）

- 受眾特徵分析：數碼媒體受眾及受眾的習慣
  Audience profiling: Digital media audience and their practices
- 建立與受眾的關係及對品牌的忠誠度
  Building relationship with audience and brand loyalty
- 直播和播客：目標、風格和技巧
  Livestreaming and podcasting: Goals, style and skills

單元六：數碼品牌傳播專題研習
Module 6: Digital Brand Communication Project（36小時hrs）

- 專題研習建議書
  Project proposal
- 提案和簡報技巧
  Pitching and presentation skills
- 宣傳活動評估
  Evaluation of promotion activities

課程提供機構 Course Provider	香港浸會大學持續教育學院 School of Continuing Education, Hong Kong Baptist University (HKBU (SCE))
學習範疇 / 課程組別 Area of Studies / Course Cluster	媒體及傳意 / 媒體製作與公共關係 Media and Communication / Media Production and Public Relations
課程簡介 Course Introduction	多媒體故事課程學與教活動的設計以學生為本，讓學生認識講述故事的基礎理論和概念，從而培養他們的共通能力，並建立他們對媒體及傳意行業的就業期望。 In Multimedia Storytelling, student-centred learning and teaching activities are designed to enable students to understand fundamental theories and concepts of storytelling, develop their generic skills, and address their career aspirations in the field of creative media and communication.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	學生將會有系統地認識創意媒體的情境（例如：故事講述的重要性及相關性，以及現有科技工具）及體驗行業運作的複雜性以拓闊視野，包括參觀公司及展覽、實習、師友計劃活動及工作坊，並透過從實踐中學習（例如：課堂內以訓練溝通及技巧的故事講述練習），掌握基礎知識和技能，以便日後繼續進修。學生亦將會整合所獲得的知識和技能，並透過學生小組合作的最終習作，運用多媒體故事敘述表達對社會的關懷，以展示學生有能力在多媒體平台創作故事。 Different modes of activities are employed to provide students with a systematic understanding about the context in creative media, such as the relevance and importance of storytelling skills and the use of technological tools, as well as eye-opening opportunities to experience the complexity of the workplace through activities such as company visits, hands-on content co-creation as well as mentorship activities and interactive workshops. Students acquire an understanding of the requirements, fundamental knowledge and skills essential for further learning within the area through learning-by-practising opportunities in an authentic or near-authentic environment (e.g. in-class storytelling for communication purposes) and consolidate their learning through a final collaborative project that involves multimedia storytelling to advance a social cause and demonstrate competence in creating a coherent story using multiple platforms.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀與媒體及傳意、公共關係、廣告、動畫、社交媒體內容製作、藝術、視覺傳達、創意藝術及文化、商業管理相關的課程 e.g. courses related to media and communication, public relations, advertising, animation, social media content production, fine arts, visual studies, creative arts and culture, business management **就業出路 Career Pathways** 例如：內容策展員、公共關係助理、內容經理、數碼公關、初級社交媒體內容經理、初級多媒體製作人、數碼媒體主任、遊戲劇情策劃師 e.g. content curator, public relations assistant, content manager, digital public relations, junior social media content manager, junior multimedia producer, digital media specialist, game narrative writer
授課安排 Class Arrangements	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年9月 September 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time: 星期六 Saturday 9:00 am - 12:00 pm / 2:00 pm - 5:00 pm （註：在特別情況下，部分課堂有機會於上午九時至下午五時進行和 / 或安排於暑假期間進行。） (Note: Under special circumstances, lessons may possibly last from 9:00 am to 5:00 pm and / or arranged during summer holidays.) 地點Venue: 香港浸會大學九龍塘校園 Hong Kong Baptist University Kowloon Tong Campus **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 3411 7791 電郵 Email: ctc_ms_info@hkbu.edu.hk 課程網址 Course Website: https://www.comm.hkbu.edu.hk/highlighted-projects/multimedia-storytelling/

單元一：多媒體故事概覽
Module 1: Overview of multimedia storytelling
（40小時hrs）

- 創意媒體行業 Creative media industries
- 故事講述元素 Elements of storytelling
- 故事講述發展及應用 Development and use of storytelling
- 數碼媒體平台概覽 Overview of digital media platforms
- 道德、社會責任及法律議題 Ethics, social responsibilities and legal issues

單元二：內容創作
Module 2: Content creation
（40小時hrs）

- 目標受眾及情況分析
  Target audience and situation analysis
- 創作和表達概念
  Generating and communicating ideas
- 創作過程
  Content creation process
- 文案
  Copywriting

單元三：多媒體製作
Module 3: Multimedia production
（45小時hrs）

- 基礎製作技巧：圖像、影像、聲音及插畫
  Basic production techniques: images, video, sound, illustration
- 視覺傳意：基礎原理及文化
  Visual communication: Basic principles and culture
- 數碼相片及影片剪接
  Digital photo and video editing
- 數據視像化
  Data visualisation
- 數碼媒體平台管理
  Digital media platform management

單元四：創意及設計思維
Module 4: Creativity and design thinking
（25小時hrs）

- 培養創意
  Developing creativity
- 「六帽子」思維技巧
  Six thinking hats method
- 基礎設計思維
  Basic design thinking

單元五：關顧社會的創意專題研習
Module 5: Creative project for social good
（30小時hrs）

體驗性學習
（包含在單元一至四）
Experiential learning
(Included in Modules 1 to 4)

- 生涯規劃指導及師友關係
  Career advising and mentoring
- 參觀公司
  Company visits
- 講座／工作坊
  Seminars / workshops

13 公關及多媒體傳訊
PR and Multimedia Communication

課程提供機構 Course Provider	香港專業進修學校 Hong Kong College of Technology (HKCT)
學習範疇 / 課程組別 Area of Studies / Course Cluster	媒體及傳意 / 媒體製作與公共關係 Media and Communication / Media Production and Public Relations
課程簡介 Course Introduction	本科目旨在裝備學生成為具備多媒體應用技能的公共關係專才。課程內容理論與實踐並重，並涵蓋公關策略、傳訊技巧、品牌形象、多媒體傳訊應用等範疇，讓學生掌握公共關係及傳訊的知識和技能。學生透過參與多媒體公關及傳訊項目製作，鞏固理論及實務技能，為將來升學或就業作準備。 The course aims to develop students to be professionals with the multimedia knowledge in the field of Public Relations (PR). The course offers studies with equal emphasis on theory and practice, covering PR strategies, communication skills, brand images and the application of multimedia communication, in which students acquire the knowledge and skills of PR and Communication. Through the production of a PR and communication project, students consolidate the theories and skills acquired to prepare them for further studies and career pursuits.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	小組討論、業界分享、角色扮演、演講練習、短片製作等 Group discussion, professional sharing, role play, practical presentation, short video production, etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	升學路向 Further Studies 例如：升讀與傳理、企業傳訊、公關、商業學、市場學、人力資源及語文相關的課程 e.g. courses related to journalism, corporate communications, public relations, business, marketing, human resources and language 就業出路 Career Pathways 例如：市場助理、項目助理、媒體製作助理及公關事務文員 e.g. marketing assistant, event assistant, media production assistant and public relations clerk
授課安排 Class Arrangements	模式一 Mode 1 中四開課日期 S4 Commencement Date: 2023年10月 October 2023 中五開課日期 S5 Commencement Date: 2024年10月 October 2024 時間Time: 星期六 Saturday 9:00 am - 1:00 pm / 2:00 pm - 6:00 pm （註：部分課堂將於暑假期間進行及全日上課。） (Note: Lessons will also be scheduled during summer holidays and will be arranged as full day lessons.) 地點Venue: 香港專業進修學校（港專賽馬會馬鞍山校園） 新界馬鞍山耀安邨 Hong Kong College of Technology (HKCT Jockey Club Ma On Shan Campus) Yiu On Estate, Ma On Shan, Sha Tin, New Territories 及 AND 香港專業進修學校（港專賽馬會本科校園） 新界沙田馬鞍山鞍誠街2號 Hong Kong College of Technology (HKCT Jockey Club Undergraduate Campus) 2 On Shing Street, Ma On Shan, Sha Tin, New Territories 模式二 Mode 2 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2265 6986 / 2926 1222 電郵 Email: apl@hkct.edu.hk / enquiry@hkct.edu.hk 課程網址 Course Website: www.hkct.edu.hk/apl

1. 公關及傳訊基本概念
   Basic Concept of Public Relations (PR) and Communication
   (22小時hrs)
   - 行業認識
     Understanding the industry
   - 專業操守和社會責任
     Professional ethics and social responsibility
   - 傳訊及多媒體語言使用概述
     Introduction to communication and usage of multimedia
     language

2. 公關策略及傳訊技巧
   PR Strategies and Communication Skills (46小時hrs)
   - 公關策略及個案研究
     PR strategies and case studies
   - 傳統及多媒體傳訊技巧
     Traditional and multimedia communication skills
     - 消息發佈
       News release
     - 產品宣傳
       Product promotion
     - 訪問及應對
       Interview and response
     - 負面消息澄清
       Negative news clarification

3. 品牌建立及團隊形象
   Brand Building and Team Images (20小時hrs)
   - 品牌建立
     Brand building
     - 品牌建立原則
       Principles of brand building
     - 品牌風格
       Style of brand
     - 個案研究
       Case studies
   - 團隊形象
     Team images
     - 員工形象與品牌關係
       Employee images and brand relationship
     - 公關儀容及儀態
       PR appearance and manners

4. 多媒體在公關中的應用
   Application of Multimedia in Public Relations (56小時hrs)
   - 資料蒐集及市場分析
     Data collection and market analysis
     - 數據收集方法
       Data collection method
     - 分析及整理
       Analysis and organisation
     - 受眾喜好及內容構建
       Audience preferences and content construction
   - 項目策劃
     Project planning
     - 劇本構思與創作
       Script conception and creation
     - 項目推廣
       Project promotion
     - 市場趨勢及個案研究
       Market trends and case studies
   - 影像拍攝及編輯的基本原則及技巧
     Basic principles and techniques for image shooting and editing
     - 構圖、角度運用與訊息的關係
       Relationship of composition, perspective and message
     - 圖像編輯基礎
       Basic image editing
   - 製作流程
     Production Process
     - 靜態拍攝
       Static shooting
     - 動態拍攝
       Moving shooting
     - 演員安排
       Casting
     - 剪接
       Editing
     - 特效
       Special effect

5. 公關及多媒體傳訊專題研習
   Final Project on PR and Multimedia Communication
   (36小時hrs)
   - 研究及策劃
     Research and planning
   - 圖片及短片製作
     Image and video production
   - 後期製作
     Post-production
   - 發布
     Release
   - 檢討及報告
     Evaluation and report

14 應用學習（職業英語）－ 英文傳意
Applied Learning (Vocational English) – English Communication

Course Provider	Vocational Training Council (VTC)
Area of Studies	Media and Communication / Language and Culture
Course Introduction	This course provides students with opportunities to practise English in simulated and near authentic vocational contexts, develop their English proficiency and generic skills, and to enhance their awareness of the important role of English communication in authentic work environments. Through application and practice, students are also given opportunities to develop their career-related competencies, communication skills, thinking skills and people skills while laying a good foundation of English for further studies and work.
Medium of Instruction	English
Learning Activity Highlights	Different modes of activities, e.g. role-plays, group discussions, projects, visits and case studies, are employed to provide students with a systematic understanding about different contexts in communication and eye-opening opportunities to experience how English is used for communication.
Articulation to Further Studies and Career Pathways	**Further Studies** e.g. programmes related to business, communication, design, engineering, information technology, hospitality and services **Career Pathways** e.g. sales and marketing assistants, event assistants, media assistants, junior designers, assistant HR officers, assistant logistics officers, hotel front desk officers, IT support officers and customer service assistants

Class Arrangements

Mode 1
S4 Commencement Date: September 2023
S5 Commencement Date: September 2024
Time: Saturday 2:00 pm - 5:00 pm
(Note: Lessons will also be scheduled during the summer holidays.)
Venue: Hong Kong Institute of Vocational Education (Haking Wong)
702 Lai Chi Kok Road, Cheung Sha Wan, Kowloon   OR
Hong Kong Institute of Vocational Education (Chai Wan)
30 Shing Tai Road, Chai Wan, Hong Kong   OR
Hong Kong Institute of Vocational Education (Sha Tin)
21 Yuen Wo Road, Sha Tin, New Territories   OR
Hong Kong Design Institute
3 King Ling Road, Tseung Kwan O, New Territories

Mode 2
Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.

Enquiries	Tel: 2836 1264 Email: apl-enquiry@vtc.edu.hk Course Website: www.vtc.edu.hk/apl

Module	Contexts	Topics	Language Output
1. Listening and Speaking (QF Level 2) (40 hrs)	Generic Workplace Contexts	• Product presentation • Workplace telephone conversations • Describing products / services • Selecting means of promotion • Organising trade fairs and exhibitions • Planning business trips • Selecting the best courier • Workplace health and safety • Manpower issues	Discussions, presentations, telephone conversations, etc.
2. Reading and Writing (QF Level 2) (40 hrs)			Emails, letters, promotional leaflets, etc.
3. Listening and Speaking (QF Level 3) (50 hrs)	Specific Trade Sectors (e.g. banking, engineering, hospitality, import / export, logistics, retail)	• Workplace briefings • Meetings with clients / customers • Handling enquiries • Handling problems and complaints • Promoting products and services on social media • Describing trends and reporting findings	Briefings, discussions, meetings, presentations, telephone conversations, etc.
4. Reading and Writing (QF Level 3) (50 hrs)			Emails, promotional leaflets, reports, social media posts / responses, etc.

15 應用學習（職業英語）－商用服務英語
Applied Learning (Vocational English) – English for Business Services

Course Provider	Hong Kong College of Technology (HKCT)
Area of Studies	Media and Communication / Language and Culture
Course Introduction	This course aims to develop students' English proficiency and generic skills through practice in simulated or near authentic vocational contexts and applications, and to enhance students' awareness of the role of English in authentic work environments. Through application and practice, students are given opportunities to develop their career-related competencies, foundation skills (notably communication skills), thinking skills and people skills as well as to nurture their positive values and attitudes as in Applied Learning curriculum pillars. This enables students to lay a good English foundation for further studies or work.
Medium of Instruction	English
Learning Activity Highlights	e.g. role-plays, group discussions, video presentations, blog writing, proposal writing
Articulation to Further Studies and Career Pathways	**Further Studies** e.g. courses related to business and management, sports and recreation, social services, public relations, tourism and hospitality, e-commerce, social media **Career Pathways** e.g. marketing assistant, recreational clubhouse officer, event assistant, project assistant, customer service officer, restaurant attendant, social media executive
Class Arrangements	**Mode 1** S4 Commencement Date: October 2023 S5 Commencement Date: October 2024 Time: Saturday 9:00 am - 1:00 pm / 2:00 pm - 6:00 pm (Note : Lessons will also be scheduled during summer holidays and will be arranged as full day lesson.) Venue: Hong Kong College of Technology (HKCT Jockey Club Ma On Shan Campus) Yiu On Estate, Ma On Shan, Sha Tin, New Territories OR Hong Kong College of Technology (Hoi Yuen Road Training Centre) 7/F & 8/F, Wong Tze Building, 71 Hoi Yuen Road, Kwun Tong, Kowloon OR Hong Kong College of Technology (Cheung Sha Wan Training Centre) 2/F, Heya Star, 368 Castle Peak Road, Cheung Sha Wan, Kowloon OR HKCT Yuen Long Learning Centre Shop No. 22, Ground Floor, Golden Plaza, 28 Shui Che Kwun Street, Yuen Long, New Territories **Mode 2** Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
Enquiries	Tel: 2265 6986 / 2926 1222 Email: apl@hkct.edu.hk / enquiry@hkct.edu.hk Course Website: www.hkct.edu.hk/apl

Module 1 - Listening and Speaking (40 hours)

Students will be learning basic listening and speaking skills through the following learning topics. The context covered will be in general business background.

Learning Topics:
- Conversations and communication with colleagues
- Personal conversations in social settings
- Greeting customers
- Orders and enquiries
- Short conversations in business settings

Contexts:
- General business contexts

Language Features / Forms:
- Commonly-used vocabulary in short conversations
- Simple grammatical structures:
  - Simple SVO sentence structures
  - Connectives and conjunctions to express basic comments and ideas logically
  - Discourse markers to connect ideas

Communicative Purposes / Functions:
- Identifying and presenting key ideas
- Giving explanations
- Giving comments
- Conducting discussions
- Making recommendations
- Soliciting useful information

Module 2 - Reading and Writing (40 hours)

Students will be learning basic reading and writing skills through the following learning topics. The context covered will be in general business background.

Learning Topics:
- Short emails and letters
- Order of a product
- Graphs and charts
- Advertisements
- Social media

Contexts:
- General business contexts

Language Features /Forms:
- Commonly-used vocabulary in daily business and social correspondence
- Simple grammatical structures:
  - Simple and compound sentences to express feelings and requests
  - A variety of tenses and modal verbs to make suggestions and extend invitations
  - Connectives and conjunctions to present ideas and give replies logically
- Different formats for different text-types

Communicative Purposes / Functions:
- Giving explanations
- Expressing apology and gratitude
- Responding to requests and giving replies
- Making suggestions
- Extending invitations

Applied Learning (Vocational English) - English for Business Services

QF Level 2

Context: generic workplace contexts

Module 3 - Listening and Speaking (50 hours)

Students will be learning more advanced listening and speaking skills to handle more specific scenarios in a wider range of contexts with the use of appropriate registers and language skills.

Learning Topics:
- Answering phone calls
- Responding with appropriate tones and words
- Carrying out conversations with customers

Contexts:
- Specific fields or work sectors, e.g.
  - Sports club
  - Social services
  - Public relations
  - Airlines
  - Social media

Language Features / Forms:
- A wider range of commonly-used vocabulary to express emotions and make suggestions
- Increasingly complex grammatical structures:
  - Complex sentence structures (e.g. relative clauses and conditionals to convey key ideas)
  - Connectives and conjunctions to link ideas logically
  - Discourse markers to organise key information in business dialogues (e.g. phone calls)

Communicative Purposes / Functions:
- Conducting discussions
- Giving explanations
- Making recommendations
- Expressing emotions
- Expressing apology and gratitude
- Using persuasion
- Making counter-suggestions
- Soliciting useful information

Module 4 - Reading and Writing (50 hours)

Students will be learning more advanced reading and writing skills to handle more specific scenarios in a wider range of contexts with the use of appropriate registers and language skills.

Learning Topics:
- Reply to letters of complaint
- Memos, proposals and reports
- Surveys and reports
- Promotional leaflets
- Writing blog posts / social media feeds

Contexts:
- Specific fields or work sectors, e.g.
  - Sports club
  - Advertising company
  - Catering industry
  - Public relations
  - Social media
  - Online customer service platform

Language Features / Forms:
- A wider range of commonly-used vocabulary in specific fields (e.g. serving and catering industries)
- Increasingly complex grammatical structures:
  - Compound and complex sentences for writing letters, reports and promotional materials
  - A wide range of tenses and modal verbs to express possibility and permission
  - Connectives and conjunctions to present ideas and comments logically
- Appropriate tones to express arguments and suggest alternatives

Communicative Purposes / Functions:
- Expressing goodwill
- Giving explanations
- Responding to requests and giving replies
- Making suggestions
- Extending invitations
- Writing to persuade
- Handling complaints
- Writing commentary
- Promoting goods and services

Applied Learning (Vocational English) - English for Business Services

QF Level 3

Context: business communication, sports and recreation, social services, public relations, tourism and hospitality, e-commerce and social media

16 應用學習（職業英語）— 服務業專業英語
Applied Learning (Vocational English) — English for Service Professionals

Course Provider	School of Professional and Continuing Education, The University of Hong Kong (HKU SPACE)
Area of Studies	Media and Communication / Language and Culture
Course Introduction	The course provides opportunities for students to enhance their English communication skills in authentic / near-authentic vocational and professional settings. It enhances students' flexibility in articulation pathways by increasing their academic literacy, functional workplace literacy as well as critical literacy necessary for a smooth transition from a vocational training route to higher education in colleges and universities.
Medium of Instruction	English
Learning Activity Highlights	Group discussions / activities in complex, real-life workplace scenarios, role-plays for various communicative events in vocational education and workplace situations, individual presentations, visits to the training centres of HKU SPACE, etc.
Articulation to Further Studies and Career Pathways	**Further Studies** e.g. courses related to tourism, hospitality, airline services, airport services, aviation, transport and logistics **Career Pathways** e.g. customer service assistant, hotel front desk officer, junior flight attendant, flight operations officer, assistant logistics officer
Class Arrangements	**Mode 1** S4 Commencement Date: September 2023 S5 Commencement Date: September 2024 Time: Saturday 10:00 am - 1:00 pm Venue: HKU SPACE (Kowloon East Campus), Li Shiu Building 28 Wang Hoi Road, Kowloon Bay, Kowloon **Mode 2** Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
Enquiries	Tel: 3416 6338 Email: ccadmissions@hkuspace.hku.hk Course Website: https://www.hkuspace.hku.hk/cc/programme/applied-learning

	Module Focus	Selected Topics and Functions
QF Level 2 (80 hours) — Module 1: Listening and Speaking (QF Level 2) (40 hrs)	Listening and speaking skills relating to a specified range of familiar work and social contexts for everyday communication	• Giving a self-introduction • Talking about yourself, including experiences, preferences, traits, views and plans • Talking about the internet and social media • Conducting small talk • Recommending places and activities • Attending to customers
Module 2: Reading and Writing (QF Level 2) (40 hrs)	Reading and writing skills relating to a specified range of familiar, routine work and social contexts for workplace communication	• Reading about education, training, career and entrepreneurship • Understanding job advertisements I • Exploring advertising and marketing strategies • Understanding regulations and procedures • Understanding workplace correspondence • Completing an incident report
QF Level 3 (100 hours) — Module 3: Listening and Speaking (QF Level 3) (50 hrs)	Listening and speaking skills relating to specific fields / work sectors and a wide range of largely familiar work and social contexts for business communication	• Understanding business communication and etiquette I • Exploring a range of service industries • Talking about accommodation and transport • Understanding menus, itineraries and plans • Talking about amenities and facilities • Providing reservation, check-in and check-out services • Handling customers' enquiries, requests and complaints • Talking about products and services • Making product presentations • Participating in problem-solving discussions
Module 4: Reading and Writing (QF Level 3) (50 hrs)	Reading and writing skills relating to specific fields / work sectors and a wide range of largely familiar work and social contexts for business communication	• Understanding business communication and etiquette II • Understanding intercultural communication • Expressing goodwill to clients and business partners • Socialising with colleagues and clients • Conducting job searches • Understanding job advertisements II • Making job applications • Creating a resume and a cover letter • Attending job interviews

17 創意英語－商務與媒體
Creative English - Biz and Media

Course Provider	Hong Kong College of Technology (HKCT)
Area of Studies	Media and Communication / Language and Culture
Course Introduction	This course enables students to lay a good foundation in the basic skills and knowledge in creative use of English through applied learning contexts related to professional and vocational fields, including broadcast and media, advertising and public relations, and eCommerce and global business. Through application and practice, students are given opportunities to develop a set of writing, presentation, critical analysis and cultural literacy skills essential for effective communication in different genres, forms / modes and contexts, facilitating their development of essential language knowledge and skills for further studies and career pursuits in related professions.
Medium of Instruction	English
Learning Activity Highlights	e.g. role-plays, group discussions, video presentations, case studies of famous slogans, creative writing and presentation using storytelling and narration skills, and jargon of specific industries, simulation activities to disseminate messages in social media platforms, visits to broadcast and media company or public relations agencies
Articulation to Further Studies and Career Pathways	**Further Studies** e.g. advertising, business administration and communication, event management, English studies, global business, professional communication studies, marketing, public relations **Career Pathways** e.g. advertising practitioners, brand marketers, broadcasters, creative writers and translators, digital marketers, event assistants, project assistants, social media influencers, script writers
Class Arrangements	**Mode 1** S4 Commencement Date: September 2023 S5 Commencement Date: September 2024 Time: Saturday 9:00 am - 1:00 pm / 2:00 pm - 6:00 pm (Note : Lessons will also be scheduled during summer holidays and will be arranged as full day lesson.) Venue: Hong Kong College of Technology (HKCT Jockey Club Ma On Shan Campus) Yiu On Estate, Ma On Shan, Sha Tin, New Territories OR HKCT Mong Kok East Campus 14 Princess Margaret Road, Ho Man Tin, Kowloon OR HKCT Kwun Tong Learning Centre 7/F & 8/F, Wong Tze Building, 71 Hoi Yuen Road, Kwun Tong, Kowloon OR HKCT Cheung Sha Wan Learning Centre 2/F, Heya Star, 368 Castle Peak Road, Cheung Sha Wan, Kowloon OR HKCT Yuen Long Learning Centre Shop No. 22, Ground Floor, Golden Plaza, 28 Shui Che Kwun Street, Yuen Long, New Territories **Mode 2** Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
Enquiries	Tel: 2265 6986 / 2926 1222 Email: apl@hkct.edu.hk / enquiry@hkct.edu.hk Course Website: www.hkct.edu.hk/apl

1. English Language and Creativity (60 hours)

- Communication and conversations in the workplace
- Personal conversations in social settings
- The use of language in expressing and evoking feelings
- Creativity skills
- Logical presentation of comments and ideas in written and oral communication
- Presentation skills (a broadcaster / a PR practitioner / a social media influencer)

2. Creative English Communication in the Broadcast and Media Industry (40 hours)

- Principles of broadcast and media (including digital media) industry
- Target audience / readers in the media industry
- English jargons used in the broadcast and media industry
- Creative writing skills for social media news feeds
- Storytelling and narration skills
- Script writing for digital media
- Ethics in public speaking and editing for the media industry

3. Creative English Communication in the Advertising and Public Relations (40 hours)

- Principles of the advertising and public relations industry
- Target audience / readers in the advertising and public relations industry
- Creative writing skills for advertisements
- Creative English writing to enhance communication effectiveness and attractiveness of different materials including advertisements, media invitations and press releases
- Storytelling skills and narration in the advertising production
- Communication skills for evoking feelings in speech writing
- Promotional terminologies and jargon commonly used in the advertising industry
- Ethics in public speaking and writing for the advertising and public relations industry

4. Creative English Communication in the eCommerce and Global Business (40 hours)

- Principles of eCommerce and global business industry
- Principles of 4P marketing for eCommerce
- Target audience / readers of your online marketing campaigns and the global business sector
- Online influencer marketing and communication skills
- Creative writing and presentation skills and promotional strategies on eCommerce platform
- Creative writing and presentation skills and strategies in the global business context

18 創意英語－公關與營銷
Creative English - PR and Marketing

Course Provider	School of Continuing and Professional Education, City University of Hong Kong (CityU (SCOPE))
Area of Studies	Media and Communication / Language and Culture
Course Introduction	This course enables students to lay a good foundation in the basic skills and knowledge in creative use of English through applied learning contexts related to professional and vocational fields, focusing on public relations and marketing. Through application and practice, students are given opportunities to develop a set of writing, presentation, critical analysis and cultural literacy skills essential for effective communication in different genres, forms / modes and contexts, facilitating their development of essential language knowledge and skills for further studies and career pursuits in related professions.
Medium of Instruction	English
Learning Activity Highlights	Group discussions / activities using authentic business texts, role-plays for communicative events, oral presentations, guest talks, seminars, visits to public relations and / or marketing corporations
Articulation to Further Studies and Career Pathways	**Further Studies** e.g. courses related to public relations, marketing, corporate communication, business, management, advertising, journalism, multimedia, online media production, digital production, publishing **Career Pathways** e.g. public relations officer / assistant, marketing officer / assistant, corporate communication officer / assistant, advertising assistant, copywriter, project assistant, editor, customer service officer
Class Arrangements	**Mode 1** S4 Commencement Date: September 2023 S5 Commencement Date: September 2024 Time: Saturday 9:15 am - 12:15 pm / 1:30 pm - 4:30 pm (Note: Lessons and activities will also be scheduled during summer holidays.) Venue: CityU SCOPE TST East Learning Centre UG202 & UG301, Chinachem Golden Plaza, 77 Mody Road, Tsim Sha Tsui East, Kowloon **Mode 2** Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
Enquiries	Tel: 3442 5441 / 3442 5433 Email: aplinfo@cityu.edu.hk Course Website: http://www.cityu.edu.hk/ce/apl

1. Overview of Corporate Communication, Marketing and Public Relations (48 hours)

1.1 Relationship between corporate communication, marketing, and public relations

1.2 Considerations for ethical communication and related issues

1.3 Target audience / stakeholders

1.4 Case studies of public relations and corporate brand communication campaigns

1.5 Identifying audience needs and communication approaches

1.6 Character development and portrayal for storylines in authentic promotional texts

2. Creative Enhancement of English Language Skills for Public Relations and Marketing (75 hours)

2.1 - Creativity and language use in creative industries with a focus on public relations and marketing
   - Comprehension and analysis of promotional language features in authentic texts

2.2 Comprehension and analysis of public relations writing devices to engage audience and achieve various effects

2.3 - Elements of scripts and stories for TV / radio programmes
   - Components of stories

2.4 Strategies for enhancing multimodal appeals used in print and new media

2.5 Language for proposal writing and pitch presentations for the preparation of the integrated project

3. Practical Application of English Communication in Marketing and Public Relations (57 hours)

3.1 Speaking skills for dubbing and ready-made stories telling and techniques for writing short texts

3.2 Script writing skills and story drafting skills

3.3 Skills for writing reflective essays for site visit journals or blogs

3.4 Proposal writing and pitch presentation skills

19 實用翻譯（漢英）
Practical Translation (CHI-ENG)

課程提供機構 Course Provider	嶺南大學持續進修學院 Lingnan Institute of Further Education (LIFE)
學習範疇 Area of Studies	媒體及傳意 / 語言及文化 Media and Communication / Language and Culture
課程簡介 Course Introduction	實用翻譯（漢英）課程學與教活動的設計以學生為本，讓學生認識有關的基礎理論和概念，從而培養他們的共通能力，並建立他們對翻譯學科的就業期望。 In Practical Translation (CHI-ENG), student-centred learning and teaching activities are designed to enable students to understand fundamental theories and concepts, develop their generic skills, and address their career aspirations in translation.
授課語言 Medium of Instruction	中文 及 英文 Chinese and English
學習活動特色 Learning Activity Highlights	・學生在不同形式的活動有系統地認識不同的情境（例如：學生會透過角色扮演和辯論來討論機器翻譯是否可以代替人工翻譯）及體驗情境的複雜性以拓闊視野（例如：透過行業專業人士的經驗分享及參觀翻譯公司，了解行業的運作）。 ・學生從實踐中學習，在真實或模擬的工作環境中認識相關的要求，掌握基礎知識和技能，以便日後在相關的範疇內繼續升學（例如：應用實用翻譯理論以翻譯不同的文體，了解工作環境中對翻譯的要求和進行不同範疇（包括新聞報道、文學作品、法律文件、商業文件）的個案研究）。 ・Different modes of activities are employed to provide students with a systematic understanding about the context (e.g. role-plays and debates on whether machine translation can replace human translation) and eye-opening opportunities to experience the complexity of the context (e.g. sharing by industry professionals and visiting translation companies to understand the operations of the field). ・Students acquire an understanding of the requirements, fundamental knowledge and skills essential for further learning within the area through learning-by-practising opportunities in an authentic or near-authentic environment (e.g. applying the practical translation theories when translating different texts, understanding the translation requirements in the workplace and conducting case studies on different areas including news, literature works, legal and commercial documents)
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀與翻譯、傳譯、英文、中文、文化研究、傳媒及新聞相關的課程 e.g. courses related to translation, interpretation, English, Chinese, cultural studies, media and journalism **就業出路 Career Pathways** 例如：作家、產品文案編輯、律師助理、初級技術編輯、公司秘書助理、企業傳訊主任、展覽傳譯員、翻譯員、編輯、字幕編輯 e.g. writer, product copywriter, paralegal, junior technical editor, company secretarial assistant, corporate communications officer, exhibition interpreter, translator, editor, subtitle editor
授課安排 Class Arrangements	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年9月 September 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time： 逢星期五下午、星期六上午或下午上課，每課3或4小時 Lessons will be held for 3 or 4 hours on Friday afternoons, Saturday mornings or afternoons （註：部分課程將安排於七月暑假期間進行。） (Note: Lessons will also be scheduled during summer holidays in July.) 地點Venue： 屯門嶺南大學劉仲謙樓 Lau Chung Him Building, Lingnan University, Tuen Mun　　　　　或 OR 嶺南大學柏宜教學中心（彌敦道771-775號柏宜中心6樓）/油麻地教育中心/太子教育中心 Lingnan University Union Park Learning Centre (6/F, Union Park Centre, 771-775 Nathan Road) / Yau Ma Tei Education Centre / Prince Edward Education Centre **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2616 7293 電郵 Email: APL@LN.edu.hk 課程網址 Course Website: http://life.LN.edu.hk/life_apl

1. 翻譯基本概念
   Basic Concepts in Translation (20小時hrs)
   1.1 翻譯的最新發展
       Latest development of translation
   1.2 翻譯行業概述
       An overview of the translation industry
   1.3 翻譯人員的職業階梯
       The career paths for translation professionals
   1.4 翻譯及傳譯人員的專業操守
       Professional ethics for translating and interpreting professionals
   1.5 翻譯趨勢
       Trends in translation

2. 中英文對比
   Comparison of the Chinese and English Languages (50小時hrs)
   2.1 中英文詞性
       Parts of Speech of Chinese and English languages
   2.2 中英文語音和音節結構
       Sounds and syllable structures of Chinese and English languages
   2.3 中英文短語和子句
       Phrases and clauses of Chinese and English languages
   2.4 中英文句子
       Sentences of Chinese and English languages
   2.5 中英文詞序
       Word-ordering in Chinese and English languages
   2.6 中英文連貫性
       Cohesion in Chinese and English languages

3. 原文和譯文分析
   Analysis of Source and Translated Texts (30小時hrs)
   3.1 中英語言差異
       Language differences between English and Chinese
   3.2 中英文化差異
       Cultural differences between English and Chinese
   3.3 原文和譯文分析的基本原則
       Basic principles of analysing source and translated texts

4. 翻譯工具和科技應用
   Application of Translation Tools and Technology (30小時hrs)
   4.1 機器翻譯的基本認知
       Introduction to basic knowledge about machine translation
   4.2 電腦輔助翻譯的基本原理和技術
       Basic principles and technology for computer-aided translation
   4.3 機器翻譯系統和電腦輔助翻譯工具的應用
       Application of machine translation systems and computer-aided translation tools to translation
   4.4 機器翻譯的優劣
       Advantages and disadvantages of machine translation

5. 翻譯策略與實踐
   Translation Strategies and Practice (50小時hrs)
   5.1 實用翻譯策略（行業領域）（英譯中）
       Practical translation strategies in industry sectors (English to Chinese)
   5.2 實用翻譯策略（行業領域）（中譯英）
       Practical translation strategies in industry sectors (Chinese to English)
   5.3 小組專題研習（文學翻譯、字幕翻譯、法律翻譯或商業翻譯）
       Integrated group project (literary translation, subtitle translation, legal translation or commercial translation)

20 應用日語及日本文化
Applied Japanese and Japanese Culture

課程提供機構 Course Provider	嶺南大學持續進修學院 Lingnan Institute of Further Education (LIFE)
學習範疇 Area of Studies	媒體及傳意 / 語言及文化 Media and Communication / Language and Culture
課程簡介 Course Introduction	學生可透過課程學習基本日語溝通技巧，並運用在日常生活及工作情境上。學生可了解日本文化的起源，當代日本文化及日本商業文化。學生可掌握有效的書面及口語溝通能力，助日後於相關行業領域持續升學及就業發展。 After completing the course, students could use basic communication skills in Japanese, and apply the skills to daily life and work contexts. Students can also understand the history of Japanese culture, contemporary Japanese culture, and Japanese business culture. Students will acquire effective written and oral communication skills in Japanese for further studies and career development in related industries.
授課語言 Medium of Instruction	中文 及 日語 Chinese and Japanese
學習活動特色 Learning Activity Highlights	透過角色扮演、小組討論、滙報、撰寫報告等活動，學習基本日語、日本文化及歷史知識。 Learn basic knowledge in Japanese language, culture and history through activities such as role play, group discussion, presentation, and report writing.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：翻譯、傳譯、日本研究、日本文學、文化研究、傳理 e.g. translation, interpretation, Japanese studies, Japanese literature, cultural studies, communication **就業出路 Career Pathways** 例如：翻譯、傳譯、教育、旅遊業、傳媒、款待業、時裝設計 e.g. translator, interpreter, education, tourism, media, hospitality, fashion design
授課安排 Class Arrangements	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年9月 September 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time:　逢星期五下午、星期六上午或下午上課，每課3或4小時 Lessons will be held for 3 or 4 hours on Friday afternoons, Saturday mornings or afternoons （註：部分課程將安排於七月暑假期間進行。） (Note: Lessons will also be scheduled during summer holidays in July.) 地點Venue:　屯門嶺南大學劉仲謙樓 Lau Chung Him Building, Lingnan University, Tuen Mun　　　　　　　　或 OR 嶺南大學柏宜教學中心（彌敦道771-775號柏宜中心6樓）/油麻地教育中心/太子教育中心 Lingnan University Union Park Learning Centre (6/F, Union Park Centre, 771-775 Nathan Road) / Yau Ma Tei Education Centre / Prince Edward Education Centre **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2616 7293 電郵 Email: APL@LN.edu.hk 課程網址 Course Website: http://life.LN.edu.hk/life_apl

1. 日語入門
   Introductory Japanese (50小時hrs)
   a) 假名與漢字：寫作入門
      Kana and Kanji: elementary level in writing
   b) 羅馬字的用途
      The use of Romaji
   c) 發音及音調：聽說入門
      Pronunciation and accent: elementary level in listening and speaking
   d) 句子結構和對話方式：聽說及寫作入門
      Sentence structure and forms of dialogues: elementary level in listening, speaking, and writing
   e) 打招呼及自我介紹：聽說入門
      Greetings and self-introduction: elementary level in listening and speaking
   f) 常見物件：聽解及閱讀入門
      Common items: elementary level in listening and reading
   g) 位置及方向：閱讀入門
      Locations and directions: elementary level in reading
   h) 日期和時間：聽解入門
      Date and times: elementary level in listening
   i) 數字及價格：聽說及閱讀入門
      Numbers and prices: elementary level in listening and reading

2. 日本小百科
   Facts about Japan (8小時hrs)
   a) 日本歷史簡介
      A brief history of Japan
   b) 國旗、國花及國歌
      Flag, national flower, and anthem
   c) 地理、人口及氣候
      Geography, population, and climate
   d) 貨幣
      Currency
   e) 宗教
      Religion

3. 基礎及進階日語
   Basic and Intermediate Japanese (70小時hrs)
   a) 購物及通電話：聽說基礎
      Shopping and telephone conversation: basic level in listening and speaking
   b) 交通：閱讀基礎
      Transportation: basic level in reading
   c) 邀請、探訪、郵局：聽說基礎
      Invitation, visit, and post office: basic level in listening and speaking
   d) 用餐及家族：聽說、閱讀及寫作進階
      Dining and family: intermediate level in listening, speaking, reading, and writing
   e) 看病：聽解進階
      Medical consultation: intermediate level in listening and speaking
   f) 興趣、旅遊及問路：聽說、閱讀及寫作進階
      Hobby, travel, and giving directions: intermediate level in listening, speaking, reading, and writing
   g) 搬屋及調職：聽說進階
      Relocation and job relocation: intermediate level in listening and speaking

4. 古今日本文化
   Past and Present of Japanese Culture (22小時hrs)
   a) 節日：新年、祭祀等
      Festivals: New Year and ancestral rites
   b) 國技：相撲、柔道、劍道等
      National sports: sumo, judo, and kendo
   c) 日本食物
      Japanese food
   d) 日本音樂
      Japanese music
   e) 傳統服飾
      Traditional costumes
   f) 動漫、漫畫及電子遊戲
      Animation, comics and online games
   g) 神社和廟宇
      Shrine and temple

5. 商業日語
   Business Japanese (30小時hrs)
   a) 商業禮儀
      Business etiquette
   b) 電話應對
      Telephone conversation
   c) 接待來客
      Guest reception
   d) 交換名片
      Exchange of business cards
   e) 電郵通訊（內部及外部）
      Email communication (Internal and external)
   f) 日本職場文化：「報告」、「聯絡」及「相談」
      Japanese work culture "HouRenSou"
   g) 求職活動（職位申請及履歷表）
      Job-seeking activities (job application and résumé)
   h) 面試準備
      Job interview preparation

課程提供機構 **Course Provider**	香港大學專業進修學院 School of Professional and Continuing Education, The University of Hong Kong (HKU SPACE)
學習範疇 **Area of Studies**	媒體及傳意 ／ 語言及文化 Media and Communication / Language and Culture
課程簡介 **Course Introduction**	本課程為學生介紹日語及日本文化。課程涵蓋基礎日語、日本文化、日本社會、地理、社會和生活方式、流行文化及日本商業文化等範疇。學生完成課程後，應能在日常生活及工作情境上運用日語，展示對當代日本文化的認識，在職場上應用日本商業文化知識，並提升自我了解及促進個人成長。 This course introduces knowledge of Japanese language and culture. This course covers topics such as foundation Japanese language, Japanese culture, geography, society and lifestyle, pop culture, and Japanese business culture. After completing this course, students should be able to communicate in Japanese language in daily life and work contexts, demonstrate an understanding of contemporary Japanese culture, apply Japanese business culture in workplace, and enhance self-understanding and personal growth.
授課語言 **Medium of Instruction**	中文 及 日語 Chinese and Japanese
學習活動特色 **Learning Activity Highlights**	– 透過課堂認識社交和工作情境的語言技巧 – 小組討論 – 小組活動 – 創作小冊子推廣日本文化 – 講座和文化體驗 – 參觀日本企業和文化機構 - Lectures on languages skills related to social and work contexts - Group discussion - Group activities - Creating pamphlet for promoting Japanese culture - Seminar and cultural experience - Visits to Japanese companies and cultural organisations
升學路向及就業出路 **Articulation to Further Studies and Career Pathways**	**升學路向 Further Studies** 例如：日本研究、亞洲研究、與語言及文學相關的課程、語言學、文化研究、翻譯、語言教育、人文學、媒體學、社會科學 e.g. courses related to Japanese Studies, Asian Studies, language and literature related studies, linguistics, cultural studies, translation, language education, humanities, media studies, social sciences **就業出路 Career Pathways** 例如：客戶顧問 ／ 服務員、助理市場 ／ 貿易經理、銷售助理、日資公司 ／ 政府機構的行政助理 e.g. customer service consultant / officer, assistant marketing / trading manager, sales assistant, assistant administrator in Japanese company/government related organisation
授課安排 **Class Arrangements**	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年9-10月 September-October 2023 中五開課日期 S5 Commencement Date: 2024年9-10月 September-October 2024 時間Time: 星期六 Saturday 9:00 am - 1:00 pm / 2:00 pm - 6:00 pm （註：部分課堂或安排於暑假期間進行。） (Note : Lessons may also be scheduled during summer holidays.) 地點Venue: 香港大學專業進修學院 九龍東分校，九龍九龍灣宏開道28號 Kowloon East Campus, HKU SPACE, 28 Wang Hoi Road, Kowloon Bay, Kowloon 或 OR 香港大學專業進修學院 九龍西分校，九龍長沙灣荔枝角道888號南商金融創新中心5樓及12樓 Kowloon West Campus, HKU SPACE, 5/F & 12/F, NCB Innovation Centre, 888 Lai Chi Kok Road, Cheung Sha Wan, Kowloon 或 OR 香港大學專業進修學院 金鐘教學中心，香港金鐘夏慤道18號海富中心2樓及3樓 Admiralty Learning Centre, HKU SPACE, 2/F&3/F, Admiralty Centre, 18 Harcourt Road, Hong Kong 或 OR 香港大學專業進修學院 統一教學中心，香港金鐘道95號統一中心6樓 United Learning Centre, HKU SPACE, 6/F, United Centre, 95 Queensway, Hong Kong 或 OR 港大保良何鴻燊社區書院，香港銅鑼灣禮頓道66號 HKU SPACE Po Leung Kuk Stanley Ho Community College Campus, 66 Leighton Road, Causeway Bay, Hong Kong 或 OR 香港大學專業進修學院 北角城教學中心，香港北角英皇道250號北角城中心4樓、10樓、14樓、16樓、19樓、20樓及22樓 Fortress Tower Learning Centre, 4/F, 10/F, 14/F, 16/F, 19/F, 20/F, 22/F, Fortress Tower, 250 King's Road, North Point, Hong Kong 或 OR 香港大學專業進修學院 港島東分校，香港北角英皇道494號 Island East Campus, 494 King's Road, North Point, Hong Kong **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 **Enquiries**	電話 Tel: 3762 0820 電郵 Email: jolang@hkuspace.hku.hk 課程網址 Course Website: https://hkuspace.hku.hk/apl

單元一：日語及日本文化（1）
Module 1: Japanese Language and Culture (1)
（60小時hrs）

日語1
Japanese Language 1 (40小時hrs)
1. 平假名和片假名
   Hiragana and katakana
2. 介紹
   Introductions
3. 點菜
   Ordering

日本歷史和文化
Japanese History and Culture (20小時hrs)
1. 歷史、地理和宗教
   History, geography, and religion
2. 食物
   Food
3. 流行文化
   Pop culture

單元二：日語及日本文化（2）
Module 2: Japanese Language and Culture (2)
（60小時hrs）

日語2
Japanese Language 2 (40小時hrs)
1. 購物
   Shopping
2. 家庭、朋友、公司同事及客人
   Family, friends, colleagues and customers
3. 旅遊
   Travel

日本的人際關係和職場文化
Japanese Human Relationships and Work Culture (20小時hrs)
1. 人際關係
   Human relationships
2. 職場文化
   Work culture

單元三：日語及日本文化（3）
Module 3: Japanese Language and Culture (3)
（60小時hrs）

日語3
Japanese Language 3 (40小時hrs)
1. 嗜好
   Hobbies
2. 日本生活1
   Life in Japan 1
3. 日本生活2
   Life in Japan 2

日本商業文化
Japanese Business Culture (20小時hrs)
1. 服務業的 "*omotenashi*" 精神
   "*omotenashi*" spirit in the service industry
2. 求職
   Job-seeking

22 韓國語文及文化
Korean Language and Culture

課程提供機構 Course Provider	嶺南大學持續進修學院 Lingnan Institute of Further Education (LIFE)
學習範疇 / 課程組別 Area of Studies / Course Cluster	媒體及傳意 / 語言及文化 Media and Communication / Language and Culture

課程簡介
Course Introduction

本課程為學生介紹韓國語文知識和韓國文化。課程涵蓋基礎韓語、韓國百科、古今韓國文化、韓國社會及生活方式、韓流、韓國商業文化等範疇。學生完成課程後，應能在日常生活及工作情境上運用韓語和展示對當代韓國文化的認識，同時提升自我了解及促進個人成長。

This course introduces knowledge of Korean language and Korean culture. The course covers topics such as foundation Korean language, facts about Korean, past and present of Korean culture, Korean society and lifestyle, Korean wave and Korean business culture. Students who have completed the course should be able to apply Korean language acquired to daily life and work contexts, demonstrate an understanding of contemporary Korean culture, and enhance self-understanding and personal growth.

授課語言
Medium of Instruction

中文 及 韓語
Chinese and Korean

學習活動特色
Learning Activity Highlights

- 透過課堂認識社交和工作情境的語言技巧
- 創作電視節目計劃書以展示韓國文化
- 參觀韓國觀光和文化團體和參與業界人士的講座
- 參與韓國文化推廣活動
- Lectures on language skills related to social and work contexts
- Creating a TV programme proposal to showcase Korean culture
- Visits to Korean tourism and cultural organisations and seminar by practitioners
- Participate in activities promoting Korean culture

升學路向及就業出路
Articulation to Further Studies and Career Pathways

升學路向 Further Studies
例如：升讀與翻譯、傳譯、韓國研究、韓國文學、文化研究、傳理相關的課程
e.g. courses related to translation, interpretation, Korean studies, Korean literature, cultural studies and communication

就業出路 Career Pathways
例如：翻譯、傳譯、教育、旅遊業、傳媒、款待業、時裝設計
e.g. translator, interpreter, education, tourism, media, hospitality, fashion design

授課安排
Class Arrangements

模式一 Mode 1
中四開課日期 S4 Commencement Date: 2023年9月 September 2023
中五開課日期 S5 Commencement Date: 2024年9月 September 2024
時間Time: 逢星期五下午、星期六上午或下午上課，每課3或4小時
Lessons will be held for 3 or 4 hours on Friday afternoons, Saturday mornings or afternoons
（註：部分課程將安排於七月暑假期間進行。）
(Note: Lessons will also be scheduled during summer holidays in July.)
地點Venue: 屯門嶺南大學劉仲謙樓
Lau Chung Him Building, Lingnan University, Tuen Mun 或 OR
嶺南大學柏宜教學中心（彌敦道771–775號柏宜中心6樓）/油麻地教育中心/太子教育中心
Lingnan University Union Park Learning Centre (6/F, Union Park Centre, 771-775 Nathan Road) / Yau Ma Tei Education Centre / Prince Edward Education Centre

模式二 Mode 2
課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。
Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.

查詢
Enquiries

電話 Tel: 2616 7293
電郵 Email: APL@LN.edu.hk
課程網址 Course Website: http://life.LN.edu.hk/life_apl

基礎韓語及韓國文化
Foundation of Korean Language and Culture (118小時hrs)

1. 韓語入門
   Introductory Korean (56小時hrs)
   a) 韓語字母
      Korean alphabets
   b) 發音
      Pronunciation
   c) 句子結構和不同的對話方式
      Sentence structure and different forms of dialogue
   d) 招呼及介紹
      Greetings and introduction
   e) 常見物件
      Items and objects
   f) 日常生活
      Daily life
   g) 地點及方向
      Locations and directions
   h) 日期和時間表
      Dates and schedules
   i) 食物及價格
      Food and pricing
   j) 天氣
      Weather

2. 韓國百科
   Facts about Korean (8小時hrs)
   a) 韓國歷史概覽
      A brief history of Korea
   b) 國旗、國花、國歌及經濟
      Flag, national flower, anthem and economy
   c) 地理、人口結構、四季、氣候及公眾假期
      Geography, population, Seasons, climate and public holidays
   d) 滙率及交通運輸
      Currency and transportation
   e) 宗教
      Religion

3. 基本韓語
   Basic Korean (54小時hrs)
   a) 興趣及預訂
      Hobbies and appointment
   b) 家庭和朋友
      Family and friends
   c) 時間
      Time
   d) 疾病
      Illness
   e) 通電話
      Phone call
   f) 交通
      Transportation
   g) 時裝
      Fashion
   h) 旅遊
      Travel
   i) 邀請
      Invitation

韓國文化
Korean Culture (40小時hrs)

4. 古今韓國文化
   Past and Present of Korean Culture (14小時hrs)
   a) 韓國食物
      K-food
   b) 韓國節日
      K-festivals
   c) 慶典與習俗
      Ceremony and customs
   d) 韓國建築
      K-architecture
   e) 韓國時裝
      K-fashion
   f) 語言
      Language

6. 韓流
   Korean Wave (16小時hrs)
   a) 韓國電影
      K-movie
   b) 韓國電視劇及綜藝節目
      K-drama and variety show
   c) 韓國流行音樂
      K-pop music
   d) 韓流發展及粉絲文化
      Hallyu development & fandom culture

5. 韓國社會及生活方式
   Korean Society and Lifestyle (10小時hrs)
   a) 韓國動畫
      K-animations
   b) 韓國美容及化妝
      K-beauty and cosmetics
   c) 韓國旅遊業
      K-tourism
   d) 韓式生活及消閒
      K-life and leisure
   e) 韓國科技
      K-technology

韓國商業文化
Korean Business Culture (22小時hrs)

7. 商業韓語及文化
   Business Korean & Culture (22小時hrs)
   a) 求職面試活動
      Job-seeking activities
   b) 履歷表及職位申請表
      Résumé and job application form
   c) 面試準備
      Job interview preparation
   d) 部門及職位
      Department and position
   e) 禮儀
      Etiquette
   f) 韓國工作文化
      Korean work culture

23 電子商務會計
Accounting for e-Business

課程提供機構 Course Provider	香港城市大學專業進修學院 School of Continuing and Professional Education, City University of Hong Kong (CityU (SCOPE))
學習範疇 / 課程組別 Area of Studies / Course Cluster	商業、管理及法律 / 會計及金融 Business, Management and Law / Accounting and Finance

課程簡介 Course Introduction

本課程涵蓋了三個主要部份：電子商務概念及知識、會計及會計軟件應用。學生完成課程後，應能了解不同類型的商業活動，應用基本會計準則及原理，在電子商務環境下編製財務報表，利用相關會計軟件處理業務交易和報告，以助他們在商業或會計行業的發展。

This course covers three main topic areas: concepts and knowledge of e-business, accounting and accounting software application. Upon completion of the course, students will be able to understand different types of business activities; apply accounting standards and principles in the preparation of financial statements in an e-business environment; and use accounting software to record business transactions and to generate accounting reports facilitating their development in business or accounting industry.

授課語言 Medium of Instruction

中文 或 英文
Chinese or English

學習活動特色 Learning Activity Highlights

參觀會計 / 電子商務 / 初創公司、使用會計軟件的實務練習、製作電子商務計劃書及各種財務報告
Visits to accounting / e-business / start-up firms, hands-on exercises in using accounting software, produce e-business proposal and various financial reports

升學路向及就業出路 Articulation to Further Studies and Career Pathways

升學路向 Further Studies
例如：升讀與會計、工商管理、管理及營銷相關的課程
e.g. courses related to accounting, business administration, management and marketing

就業出路 Career Pathways
例如：會計助理、銀行客戶服務主任及行政助理
e.g. account assistant, bank customer service officer and administrative assistant

授課安排 Class Arrangements

模式一 Mode 1
中四開課日期 S4 Commencement Date: 2023年9月 September 2023
中五開課日期 S5 Commencement Date: 2024年9月 September 2024
時間Time: 星期六 Saturday 9:15 am - 12:15 pm / 1:30 pm - 4:30 pm
（註：部分課堂或活動將安排於暑假期間進行。）
(Note : Lessons or activities will also be scheduled during summer holidays.)
地點Venue: CityU SCOPE尖東教學中心
尖沙咀麼地道77號華懋廣場UG202及UG301室
CityU SCOPE TST East Learning Centre
UG202 & UG301, ChinaChem Golden Plaza, 77 Mody Road, Tsim Sha Tsui East, Kowloon

模式二 Mode 2
課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。
Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.

查詢 Enquiries

電話 Tel: 3442 5441 / 3442 5433
電郵 Email: aplinfo@cityu.edu.hk
課程網址 Course Website: www.cityu.edu.hk/ce/apl

1. 電子商務：價值創造
   e-Business for Value Creation (30小時hrs)
   - 營商環境
     Business environment
   - 商業流程
     Business process
   - 電子商務營運模式
     E-Business model
   - 會計與其他商業功能的關係
     The relationship between accounting and other business functions
   - 資訊科技的角色
     The role of information technology
   - 企業管理系統簡介
     Introduction to different business enterprise systems used in current business environment

2. 商業會計
   Business Accounting (45小時hrs)
   - 財務會計
     Financial accounting
   - 管理會計
     Management accounting

3. 會計軟件應用
   Accounting Software Application (30小時hrs)
   - 各種會計軟件系統簡介
     Introduction of various accounting software systems
   - 簡易會計系統
     Simple accounting system
   - 數據記錄及處理
     Recording and processing data
   - 會計報告及財務報表
     Accounting reports and financial statements

4. 電子商務會計的應用
   Application of Accounting for e-Business (30小時hrs)
   - 資訊科技與會計的融合
     Integration of information technology and accounting
   - 良好的會計慣例、商業道德及社會責任
     Good accounting practice, business ethics, and corporate social responsibility
   - 業務發展的趨勢
     Trend / future development on business environment

5. 專題研習
   Integrated Project (45小時hrs)
   - 電子商務財務模式
     Financial model in e-business
   - 電子商務環境的業務模式
     Business model in e-business environment

課程提供機構 Course Provider	香港城市大學專業進修學院 School of Continuing and Professional Education, City University of Hong Kong (CityU (SCOPE))
學習範疇 / 課程組別 Area of Studies / Course Cluster	商業、管理及法律 / 商業學 Business, Management and Law / Business Studies
課程簡介 Course Introduction	人工智能 － 商業應用課程的教學活動以學生為本，旨在讓學生認識有關的基礎理論和概念，培養共通能力，並建立對人工智能與商業管理的就業志向。 In AI in Business, student-centered learning and teaching activities are designed to enable students to understand fundamental theories and concepts, develop their generic skills, and address their career aspirations in AI in business management.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	參觀工商機構或 / 及專題講座、人工智能解決方案開發和商業創新解決方案開發的實務練習、製作人工智能商業創新計劃等 Visiting companies or / and talks, hands-on experience in AI solution development and business innovation solution development, designing AI business innovation plan, etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀與工商管理、資訊科技、資料科學、資料分析及電腦學相關的課程 e.g. courses related to business administration, information technology, data science, data analytics, computing **就業出路 Career Pathways** 例如：人工智能項目助理、人工智能消費者工程師、人工智能產品工程師、人工智能系統工程師、人工智能軟件工程師、人工智能演算法專才 e.g. AI project assistant, AI user experience expert, AI product engineer, AI system engineer, AI software engineer, AI algorithm expert
授課安排 Class Arrangements	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年9月 September 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time:　星期六 Saturday　9:15 am - 12:15 pm / 1:30 pm - 4:30 pm （註：部分課堂將安排於暑假期間進行。） (Note : Lessons will also be scheduled during summer holiday.) 地點Venue:　CityU SCOPE尖東教學中心 尖沙咀麼地道77號華懋廣場UG202及UG301室 CityU SCOPE TST East Learning Centre UG202 & UG301, ChinaChem Golden Plaza, 77 Mody Road, Tsim Sha Tsui East, Kowloon **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 3442 5441 / 3442 5433 電郵 Email: aplinfo@cityu.edu.hk 課程網址 Course Website: www.cityu.edu.hk/ce/apl

1. 人工智能與商業導論
   Introduction to AI and Business (36小時hrs)
   - 數碼轉型的挑戰
     Challenges of digital transformation
   - 商業創新
     Business innovation
   - 設計思維
     Design thinking
   - 操守、可持續性和責任
     Ethics, sustainability, and responsibilities

2. 人工智能基礎知識
   Fundamentals of AI (57小時hrs)
   - 人工智能技術
     AI technologies
   - 以人工智能解決問題
     Problem solving in AI
     - 數據分析、深度學習
       Data analytics, deep learning

3. 人工智能的實踐
   AI in Practice (66小時hrs)
   - 實踐練習
     Hands-on practice
     - 雲計算應用、機器學習應用
       Application of cloud computing, application of machine learning
   - 人工智能商業應用
     AI applications in business
     - 聊天機器人、視像辨識
       Chatbot, cognitive vision

4. 專題研習
   Integrated Project (21小時hrs)
   - 小組專題研習
     Group project
   - 體驗式學習
     Experiential learning

25 商業數據應用
Data Application for Business

課程提供機構 Course Provider	香港科技專上書院 Hong Kong Institute of Technology (HKIT)
學習範疇 / 課程組別 Area of Studies / Course Cluster	商業、管理及法律 / 商業學 Business, Management and Law / Business Studies

課程簡介
Course Introduction

課程可使學生掌握商業數據應用的基本知識和技能。課程內容涵蓋數據收集、規劃及數據分析方法，以發掘所需要的商業數據，建議相關的商業活動。課程內容能為學生成為商業分析師鋪路，所學的技能和知識也可應用於不同行業。

The course enables students to master the basic knowledge and skills of business data application. The course content covers data collection, planning and data analysis methods to discover the required business data and suggest related business activities. The course can pave the way for students to become business analysts, and the skills and knowledge learned can also be applied to different business sectors.

授課語言
Medium of Instruction

中文 或 英文
Chinese or English

學習活動特色
Learning Activity Highlights

學生透過不同形式的學習活動，有系統地認識基礎商業數據分析技巧。活動包括參觀本地的商業機構、出席工作坊、參與角色扮演及於課程完結時提交一份商業數據分析報告等，並邀請業界人士與學生分享商業數據應用的經驗。

Different modes of activities are employed to provide students with an in-depth understanding of the course content (e.g. visits to local business organisations, workshop, role play and report writing). Business practitioners will be invited to share their experience with students on business data analysis.

升學路向及就業出路
Articulation to Further Studies and Career Pathways

升學路向 Further Studies
例如：升讀與工商管理、會計、金融、市場學、電腦相關的課程
e.g. courses related to business administration, accounting, finance, marketing, computing

就業出路 Career Pathways
例如：業務分析、風險管理、業務發展、商業情報、項目分析相關的工作
e.g. business analyst, risk management, business development, business intelligence, project analysis

授課安排
Class Arrangements

模式一 Mode 1
中四開課日期 S4 Commencement Date: 2023年9月 September 2023
中五開課日期 S5 Commencement Date: 2024年9月 September 2024
時間Time:　星期六 Saturday　9:30 am - 12:30 pm / 2:00 pm - 5:00 pm
　　　　　（註：部分課堂將安排於暑假期間進行。）
　　　　　(Note: Lessons will also be scheduled during summer holidays.)
地點Venue:　香港科技專上書院香港總校
　　　　　九龍深水埗南昌街213號
　　　　　Hong Kong Institute of Technology (SSP Campus)
　　　　　213 Nam Cheong Street, Sham Shui Po, Kowloon

模式二 Mode 2
課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。
Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.

查詢
Enquiries

電話 Tel: 2782 2433
電郵 Email: apl@hkit.edu.hk
課程網址 Course Website: www.hkit.edu.hk/apl

單元一：數據和資料
Module 1: Data and Information
（18小時hrs）

1.1 數字、數據和資料的性質
Nature of number,
data and information

1.2 數據和商業
Data and business

1.3 數據和經濟增長
Data and economic
growth

1.4 數據處理
Data handling

1.5 法律要求和專業操守
Legal requirements
and code of ethics

單元三：有用的零售資料
Module 3: Useful Information for Retail
（72小時hrs）

3.1 零售數據來源
Sources of retail data

3.2 從數據產生資料
Generating information
from data

3.3 零售資料例子
Examples of retail
information

3.4 未來趨勢
Future trends

3.5 從業員分享
Sharing by practitioners

3.6 參觀營運商
Visit to operators

單元二：數據應用
Module 2: Application of Data
（18小時hrs）

2.1 社交媒體
Social media

2.2 零售
Retail

2.3 市場營銷
Marketing

單元四：專題研習
Module 4: Project Learning
（72小時hrs）

4.1 目標
Aims

4.2 專題研習計劃和設計
Project plan and design

4.3 數據收集和分析
Data collection and
analysis

4.4 報告（口頭和書面）
Report (oral and written)

26 創新與創業
Innovation and Entrepreneurship

課程提供機構 Course Provider	香港大學專業進修學院 School of Professional and Continuing Education, University of Hong Kong (HKU SPACE)
學習範疇 / 課程組別 Area of Studies / Course Cluster	商業、管理及法律 / 商業學 Business, Management and Law / Business Studies
課程簡介 Course Introduction	本課程旨在培養學生的創新和創業技能以及共通能力，以創造更可持續及共融的未來。學生利用設計思維於真實情境，開發以用家為本及富同理心的解決方案。 This course aims to develop students' innovative and entrepreneurial skills as well as generic skills, to create a more sustainable and inclusive future. Students apply design thinking in authentic contexts to develop user-centric and empathetic solutions.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	創客技能、STEM技能、設計思維練習、原型製作及測試、參觀初創企業、小組校外實習、設計並匯報初步解難方案 Maker skills, STEM skills, design thinking exercise, prototyping and testing, visit to start-ups, group-based externship, preliminary solution development and presentation.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	升學路向 Further Studies 例如：工商管理、市場學、廣告、傳理、社會科學及可持續發展 e.g. business administration, marketing, advertising, communication, social sciences and sustainable development 就業出路 Career Pathways 例如：商業、服務、文化、媒體相關的工作 e.g. careers in the fields of business, services, culture, media
授課安排 Class Arrangements	模式一 Mode 1 中四開課日期 S4 Commencement Date: 2023年9月 September 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time: 星期六 Saturday 10:00 am - 1:00 pm / 2:00 pm - 5:00 pm （註：部分課堂將安排於暑假期間進行。） (Note: Lessons will also be scheduled during summer holidays.) 地點Venue: 香港大學附屬學院（九龍東分校） 九龍灣宏開道 28 號李韶佹儷樓 HKU SPACE Community College (Kowloon East Campus) Lee Shiu Building, 28 Wang Hoi Road, Kowloon Bay, Kowloon 模式二 Mode 2 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 3416 6338 電郵 Email: ccadmissions@hkuspace.hku.hk 課程網址 Course Website: https://hkuspace.hku.hk/cht/collection/apl

1. 創新和設計思維
   Innovation and Design Thinking Mindset (90小時hrs)
   - 創新和創業入門
     Introduction to innovation and entrepreneurship
   - 以設計思維來創新 – 發揮同理心、定義和構思
     Innovating as a design thinker – empathise, define and ideate
     - 創客入門
       Maker basics
     - STEM技能 I
       STEM skills I
   - 以設計思維來創新 – 原型製作及測試
     Innovating as a design thinker – prototype and test
     - STEM技能 II
       STEM skills II

2. 通過創業來創新
   Innovating through Entrepreneurship (39小時hrs)
   - 創新與可持續發展
     Innovations and sustainable development
     - 社會創新和社會企業
       Social innovation and social enterprises
   - 認識及籌劃初創企業
     Understanding and planning a start-up
     - 了解業務
       Understanding the business
     - 初創企業商業模式
       Start-up business models
     - 初創企業成立計劃
       Start-up plan

3. 校外實習
   Externship (51小時hrs)
   - 校外實習
     Externship
   - 小組反思
     Group Reflection

27 金融科技入門
Introduction to Fintech

課程提供機構 Course Provider	香港大學專業進修學院 School of Professional and Continuing Education, University of Hong Kong (HKU SPACE)
學習範疇 / 課程組別 Area of Studies / Course Cluster	商業、管理及法律 / 商業學 Business, Management and Law / Business Studies
課程簡介 Course Introduction	課程教授基本金融科技知識、電子支付、區塊鏈技術及加密貨幣。學生學習基礎程式設計在金融科技上的應用。 The programme aims to provide fundamental knowledge on fintech, digital payment, blockchain technology and cryptocurrency. The programme develops students with basic coding skills in fintech.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	業界人士分享金融科技應用的經驗、程式設計實習、利用區塊鏈平台作模擬加密貨幣交易。 Practitioners from the industry to share experience in fintech application, coding practice and simulated cryptocurrency trading on blockchain platforms.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	升學路向 Further Studies 例如：升讀與金融科技、工商管理、數據科學及資訊科技相關的課程 e.g. courses related to fintech, business administration, data science and information technology 就業出路 Career Pathways 例如：金融科技、數碼銀行、數碼轉型 e.g. fintech, digital banking, digital transformation
授課安排 Class Arrangements	模式一 Mode 1 中四開課日期 S4 Commencement Date: 2023年10月 October 2023 中五開課日期 S5 Commencement Date: 2024年10月 October 2024 時間Time:　星期六 Saturday　9:30 am -12:30pm / 1:30pm - 4:30 pm （註：部分課堂將安排於暑假期間進行。） (Note: Lessons will also be scheduled during summer holidays.) 地點Venue:　香港大學專業進修學院（九龍東分校） 　　　　　九龍九龍灣宏開道28號 　　　　　HKU SPACE (Kowloon East Campus) 　　　　　28 Wang Hoi Road, Kowloon Bay, Kowloon　　　　　或 OR 　　　　　香港大學專業進修學院（北角城教學中心） 　　　　　香港北角英皇道250號北角城中心 　　　　　HKU SPACE (Fortress Tower Learning Centre) 　　　　　250 King's Road, North Point, Hong Kong 模式二 Mode 2 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2867 8322 電郵 Email: susanna.wss.lee@hkuspace.hku.hk 課程網址 Course Website: https://hkuspace.hku.hk/apl

1. 金融理財入門
   Introduction to Finance (45小時hrs)
   - 國際金融市場
     Global financial market
   - 個人理財規劃
     Personal finance
   - 儲蓄及投資策略
     Savings and investment strategy

2. 金融科技基礎
   Basic Principles of Fintech (45小時hrs)
   - 人工智慧
     Artificial intelligence
   - 機器學習
     Machine learning
   - 數碼銀行
     Digital banking
   - 電子支付科技
     Digital payment technologies

3. 金融科技程式設計入門
   Basic Coding for Fintech (45小時hrs)
   - 程式設計入門
     Basic coding concepts
   - 程式句法
     Syntax
   - Python入門
     Python basics
   - 程式設計在金融上的應用
     Application of coding in finance

4. 區塊鏈及加密貨幣基礎
   Blockchain and Cryptocurrency Fundamentals (45小時hrs)
   - 區塊鏈及分散式帳本技術
     Blockchain and distributed ledger
   - 加密貨幣簡介
     Basics of cryptocurrency
   - 加密貨幣風險
     Risks of cryptocurrency
   - 非同質化代幣 (NFT)
     Non-fungible token (NFT)

28 市場營銷及網上推廣
Marketing and Online Promotion

課程提供機構 Course Provider	香港城市大學專業進修學院 School of Continuing and Professional Education, City University of Hong Kong (CityU (SCOPE))
學習範疇 / 課程組別 Area of Studies / Course Cluster	商業、管理及法律 / 商業學 Business, Management and Law / Business Studies
課程簡介 Course Introduction	本課程的目的是讓學生通過不同的學習活動，掌握市場營銷及網上推廣的概念和技能；了解商品及服務的發展和網上營商模式；評估在本地及國際市場上能達至最大營銷效益及營運效率的各種市場營銷及網上推廣方法。 This course aims to help students, through various learning activities, master basic concepts and skills in marketing and online promotion; understand the developments of products and services and online business operation; evaluate the options on marketing and online promotion to optimise effectiveness and operational efficiency in local and global contexts.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	參觀工商機構或 / 及展覽活動、進行市場調查和數據分析、策劃網上宣傳和社交媒體市場推廣等 Visiting companies or / and exhibitions, conducting market research and data analytics, designing online promotion and social media marketing plan, etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀與工商管理、市場學、消費者心理學、廣告、傳播、以及電子商貿及推廣等相關的課程 e.g. courses related to business administration, marketing, consumer psychology, advertising, communication, electronic commerce and promotion **就業出路 Career Pathways** 例如：從事與工商管理、會計及財務管理、商業傳意、銷售及市場營銷、項目策劃、網上媒體相關的工作 e.g. careers in the fields of business administration, accounting and financial management, business communication, sales and marketing, event planning and online media
	模式一 Mode 1 中四開課日期 S4 Commencement Date: 2023年9月 September 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time: 星期六 Saturday 9:15 am - 12:15 pm / 1:30 pm - 4:30 pm （註：部分課堂或活動將安排於週末其他時段或暑假期間進行。） (Note: Lessons or activities will also be scheduled during other weekend periods and summer holidays.) 地點Venue: CityU SCOPE尖東教學中心 尖沙咀麼地道77號華懋廣場UG2及UG3 CityU SCOPE TST East Learning Centre UG2 & UG3, ChinaChem Golden Plaza, 77 Mody Road, Tsim Sha Tsui East, Kowloon **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 3442 5441 / 3442 5433 電郵 Email: aplinfo@cityu.edu.hk 課程網址 Course Website: www.cityu.edu.hk/ce/apl

單元一：市場資訊概論
Module 1: Introduction to Market Intelligence
（42小時hrs）

- 電子商貿類別與趨勢
  Types of e-commerce and its trend
- 市場調查和調查方法
  Market research and survey methods
- 市場分析
  Market analysis

- 消費行為
  Consumer behaviour
- 客戶關係管理
  Customer relationship management

單元二：數碼市場營銷基礎
Module 2: Fundamentals of Digital Marketing
（66小時hrs）

- 市場劃分、目標市場選擇與定位
  Market segmentation, targeting and positioning
- 數碼市場營銷：搜尋引擎營銷、社交媒體營銷
  Digital marketing: search engine marketing, social media marketing
- 溝通組合
  Communication mix
- 市場營銷策略
  Marketing strategies
- 內容營銷
  Content marketing
- 網上推廣策略
  Online promotion strategies
- 商業道德、商品說明條例及知識產權
  Business ethics, Trade Descriptions Ordinance and intellectual property

單元三：營銷分析
Module 3: Marketing Analytics
（30小時hrs）

- 零售市場營銷
  Retail marketing
- 人工智能在零售的應用
  Use of artificial intelligence (AI) in retail
- 大數據分析
  Big data analytics
- 網站分析
  Web analytics

單元四：網上商店市場營銷
Module 4: Online Store Marketing
（42小時hrs）

- 電子商貿平台
  E-commerce platforms
- 網上商店設計
  Online store design
- 網上商店設立
  Online store setup
- 綜合專題研習
  Integrated project

29 香港執法實務
Law Enforcement in Hong Kong

課程提供機構 Course Provider	香港浸會大學持續教育學院 School of Continuing Education, Hong Kong Baptist University (HKBU (SCE))
學習範疇 / 課程組別 Area of Studies / Course Cluster	商業、管理及法律 / 法律學 Business, Management and Law / Legal Studies

課程簡介
Course Introduction

課程旨在提升學生對犯罪學、香港執法、刑事法及司法制度的認識，並為對執法或法律相關工作具興趣或有志將來投身執法或紀律部隊的學生提供合適及實用的學習內容。課程更讓學生有系統地瞭解相關刑事司法知識、罪行、執法及紀律部隊之遴選、工作和運作情況，使他們能在相關範疇上實現理想和發展方向作出探索。

The course is designed to develop students' knowledge and understanding of Hong Kong law enforcement operations, criminology, criminal law and criminal justice system. Students interested in or who aspire to join the law enforcement, disciplined forces or legal related professions in future would find the course content highly useful and practical. The course systematically delivers relevant knowledge on crimes, criminal justice, law enforcement operations, and the hiring and work contexts of disciplined forces and other law enforcement work so that students can explore their interests and pursue their own goals in further studies and career development in related fields.

授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	定向學習、專題研習、參觀執法機構、角色扮演、嘉賓專題演說、案例討論、報告及匯報等 Directed learning, project learning, visits to law enforcement agencies, role play, talks by guest speakers, case studies, reports and presentations, etc.

升學路向及就業出路
Articulation to Further Studies and Career Pathways

升學路向 Further Studies
例如：警務學、紀律部隊管理、犯罪學、法律學
e.g. policing studies, disciplined services management, criminology, legal studies

就業出路 Career Pathways
例如：警務人員、入境事務助理、消防員、懲教助理、調查員
e.g. police constable, immigration assistant, fireman, assistant correctional officer, front-line investigator

授課安排
Class Arrangements

模式一 Mode 1
中四開課日期 S4 Commencement Date: 2023年9月/10月 September / October 2023
中五開課日期 S5 Commencement Date: 2024年9月 September 2024
時間Time: 星期六 Saturday 10:00 am - 1:00 pm / 2:00 pm - 5:00 pm
（註一：部分課堂於上午十時至下午五時進行。）
（註二：部分課堂將安排於暑假期間進行。）
(Note 1: Some lessons will last from 10:00 am to 5:00 pm)
(Note 2: Lessons will also be scheduled during summer holidays.)
地點Venue: 香港浸會大學持續教育學院教學中心
HKBU(SCE) Learning Centres

模式二 Mode 2
課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。
Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.

查詢
Enquiries

電話 Tel: 3411 5482
電郵 Email: jennie@hkbu.edu.hk
課程網址 Course website: www.sce.hkbu.edu.hk

1. 執法與刑事司法導論
   ## Introduction to Law Enforcement and Criminal Justice System (24小時hrs)
   - 刑事司法原理及模式
     Principles and models of criminal justice
   - 香港刑事司法制度簡介
     Overview on the Hong Kong criminal justice system
   - 執法系統與流程
     Law enforcement system and processes
   - 罪行偵查及逮捕
     Crime detection and arrest
   - 起訴程序
     Prosecution process
   - 裁判及量刑
     Adjudication and sentencing
   - 懲教及更生
     Correction and rehabilitation

2. 香港執法機構概要
   ## Law Enforcement Agencies in Hong Kong (24小時hrs)
   - 香港主要執法機構之組織及管理
     Structure and management of major law enforcement agencies in Hong Kong
     - 香港警務處／香港海關／香港入境事務處／懲教署／消防署
       Hong Kong Police Force / Customs and Excise Department / Immigration Department / Correctional Services Department / Fire Services Department
   - 警隊在處理罪行及罪犯的角色及功能
     The roles and functions of police in dealing with crimes and criminals in Hong Kong
   - 其他重要機構的角色及功能
     The roles and functions of other important organizations
     - 廉政公署
       Independent Commission Against Corruption
     - 律政司刑事檢控科
       Prosecutions Division, Department of Justice
   - 主要執法機構之相互關係
     Operating relationship between law enforcement agencies in Hong Kong
   - 與市民之關係
     Relationship with the community

3. 犯罪學初階
   ## Basic Criminology (24小時hrs)
   - 犯罪學簡介
     Basic principles of criminology
   - 罪行種類及罪行元素
     Crimes typology and Elements of Crime
   - 犯罪心理及行為分析
     Criminal psychology and behaviour analysis
   - 罪行分析I：暴力罪行
     Crime analysis I: Violent crimes
   - 罪行分析II：涉及財物損失
     Crime analysis II: Against property
   - 罪行分析III：科技罪行
     Crime analysis III: Cyber crimes

4. 刑事法律原理
   ## Legal Principles of Law Enforcement (30小時hrs)
   - 刑事法功能
     Functions of criminal law
   - 影響刑責主要因素
     Factors affecting criminal liability
   - 其他特殊違法行為
     Other specific offences
   - 公民義務、權利及責任及香港人權法案條例
     Civic duties, rights and responsibilities and HK Bill of Rights Ordinance

- 個人自由及法律保障
  Individual freedom and legal protection
- 國家安全法
  National Security Law
- 刑事司法案例研究
  Case studies on criminal justice

5. 香港紀律部隊招募與遴選
   ## Recruitment and Selection of Disciplined Forces in Hong Kong (21小時hrs)
   - 紀律部隊招募遴選準則和程序
     Recruitment process and selection criteria of major Disciplined Forces
   - 投考者測試及面試要求
     Applicants' requirements of recruitment tests and interviews
   - 執法人員之人格要求
     Personality requirements in Disciplined Forces
   - 香港主要紀律部隊聘用條件
     Appointment conditions for major Disciplined Forces in Hong Kong

6. 執法人員之操守與特質
   ## Conduct and Attributes of Law Enforcement Officers (21小時hrs)
   - 執法人員的重要個人特質
     Essential personal attributes of law enforcement officers
   - 執法人員的價值觀
     Value systems of law enforcement officers
   - 執法人員的道德操守與紀律
     Code of conduct and disciplines in Disciplined Forces
   - 良好團隊的要素
     Characteristics of a good team
   - 團隊溝通與提升團隊精神及士氣
     Leadership, team communication and cooperation, morale and motivation in Disciplined Forces

7. 香港執法人員之工作
   ## Law Enforcement Work in Hong Kong (18小時hrs)
   - 描述香港主要前線執法人員的工作與職能
     General Job Descriptions of the major front-line law enforcement officers including:
     - 香港警務處／香港海關／香港入境事務處／懲教署／消防署
       Hong Kong Police Force / Customs and Excise Department / Immigration Department / Correctional Services Department / Fire Services Department
   - 瞭解具挑戰性的專業執法職能
     Understanding the challenging professional law enforcement duties:
     - 偵查／搜證／逮捕／盤問／監控／法庭報告
       Investigation / Evidence collection / Arresting / Interrogation, Surveillance / Court Reporting

8. 執法人員之健康與體適能
   ## Health and Fitness of Law Enforcement Officers (18小時hrs)
   - 認識體適能與健康
     Understanding fitness and health
   - 運動量與體重控制
     Exercise volume and weight control
   - 運動創傷
     Exercise injuries
   - 正確認識熱身運動
     Proper warm up exercises
   - 心肺功能鍛煉
     Cardiopulmonary training
   - 執法人員的體能訓練
     Physical training of law enforcement officers

30 新派東南亞菜
Modern Southeast Asian Cuisine

課程提供機構 Course Provider	香港專業進修學校 Hong Kong College of Technology (HKCT)
學習範疇 / 課程組別 Area of Studies / Course Cluster	服務 / 食物服務及管理 Services / Food Services and Management

課程簡介
Course Introduction

本課程的目的是讓學生基本了解現代廚藝領域的特點、以及最新趨勢和發展,並探索餐飲業中傳統廚藝與現代東南亞廚藝之間的關係。透過學習指定東南亞國家各種廚藝發展的起源,讓學生從而了解每個國家的文化、社會和地理環境的影響。課程不僅能提高學生對相關課題的興趣,並且能加強他們的基礎技能、思考能力、人際關係、正面的價值觀和態度,以及與職業相關的能力,為未來升學、就業做好準備。

This objective of this course is to enable students to have a basic understanding of the features, current trends and developments within the modern culinary landscape and explore the relationship between classical cuisine and modern Southeast Asian cuisine in the catering industry. Through understanding the origins of various culinary development in designated Southeast Asian countries, it allows students to examine the cultural, social and geographical influences of a cuisine in each country. The course enhances not only students' interest in related topics, but also strengthens their foundation skills, thinking skills, people skills, positive values and attitudes, and career-related competencies, which prepare them for future study and career development.

授課語言 Medium of Instruction	中文 Chinese
學習活動特色 Learning Activity Highlights	東南亞菜製作、廚藝技能培訓發展、餐單開發、行業參觀等 Southeast Asian cuisine production, culinary skills development, menu development, industrial visit, etc

升學路向及就業出路
Articulation to Further Studies and Career Pathways

升學路向 Further Studies
例如:升讀與旅遊及酒店款待(西式廚藝 / 款待)相關的課程
e.g. courses related to tourism and hospitality management (western culinary / hospitality)

就業出路 Career Pathways
例如:餐飲服務、航空餐飲服務、酒店餐飲、會議展覽、會所
e.g. catering services, airline catering, hotel catering, conventions & exhibitions, clubhouses

授課安排
Class Arrangements

模式一 Mode 1
中四開課日期 S4 Commencement Date: 2023年10月 October 2023
中五開課日期 S5 Commencement Date: 2024年10月 October 2024
時間Time: 星期六 Saturday 9:00 am - 1:00 pm / 2:00 pm - 6:00 pm
　　　　　(註:部分課堂將於暑假期間進行及全日上課。)
　　　　　(Note: Lessons will also be scheduled during summer holidays and will be arranged as full day lessons.)
地點Venue: 香港專業進修學校(港專賽馬會馬鞍山校園)
　　　　　新界馬鞍山耀安邨
　　　　　Hong Kong College of Technology (HKCT Jockey Club Ma On Shan Campus)
　　　　　Yiu On Estate, Ma On Shan, Sha Tin, New Territories

模式二 Mode 2
課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要,課堂可安排於開辦課程的學校及/或課程提供機構場地進行。
Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.

查詢
Enquiries

電話 Tel: 2265 6986 / 2926 1222
電郵 Email: apl@hkct.edu.hk / enquiry@hkct.edu.hk
課程網址 Course Website: www.hkct.edu.hk/apl

1. 食品理論
   Food Theory (40小時hrs)
   - 東南亞菜簡介
     Introduction to Southeast Asian cuisine
   - 食品安全與危害
     Food safety and hazard
   - 職業安全與衞生管理
     Occupational safety and sanitation management
   - 烹飪原理
     Principles of cooking
   - 廚藝創新原理
     Principles of culinary innovation
   - 食譜開發與餐單成本計算基礎
     Fundamentals of recipe development and menu costing

2. 飲食趨勢 ＋ 農場到餐桌
   Food Trends + Farm-to-table (20小時hrs)
   飲食趨勢
   Food Trends
   - 廚藝發展的可持續性
     Sustainability of culinary development
   - 全球化、飲食文化及趨勢
     Globalisation, food culture and food trends
   - 流行新派東南亞美食
     Prevalence of modern Southeast Asian cuisine

   農場到餐桌
   Farm-to-table
   - 「農場到餐桌」基礎
     Fundamentals of "Farm-to-Table"
   - 原材料、有機食材及低碳
     Raw ingredients, organic food, low carbon
   - 種植香草和香料
     Planting of herbs and spices

3. 廚藝培訓與發展
   Culinary Skills Training and Development (120小時hrs)
   廚藝基礎
   Culinary Fundamentals (28小時hrs)
   - 基礎烹飪技巧訓練
     Basic cooking skills training
   - 食譜與餐單開發
     Recipe and menu development

   新派東南亞菜廚藝培訓
   Culinary Skills Training of Modern Southeast Asian Cuisine
   (68小時hrs)
   - 東南亞菜的準備、製作、發展及趨勢
     Preparation, production, development and trend of
     Southeast Asian cuisine
   - 東南亞菜廚藝
     Culinary skills of Southeast Asian cuisine
   - 食物擺盤技巧
     Food presentation and plating techniques
   - 新派烹飪技巧應用
     Application of new cooking techniques
   - 東南亞特色甜品系列
     Signature dessert series of Southeast Asian cuisine

   新派東南亞菜研發及實踐
   Modern Southeast Asian Cuisine Development and
   Practice (24小時hrs)
   - 新派東南亞菜食譜編寫及餐單開發
     Recipe writing and menu development in modern
     Southeast Asian cuisine
   - 新派東南亞菜食物擺盤技巧及食材運用
     Food presentation and plating techniques and use of
     ingredients in modern Southeast Asian cuisine
   - 新派東南亞菜烹飪技巧實踐
     Cooking techniques in modern Southeast Asian cuisine
     in practice

31 甜品及咖啡店營運
Pâtisserie and Café Operations

課程提供機構 Course Provider	香港專業進修學校 Hong Kong College of Technology (HKCT)
學習範疇 / 課程組別 Area of Studies / Course Cluster	服務 / 食物服務及管理 Services / Food Services and Management
課程簡介 Course Introduction	本課程的目的是讓學生認識有關甜品及咖啡店的特色、食品製作、店舖運作、食物衛生知識等，為學生開設甜品或咖啡店舖打下基礎。本課程亦提供一個引導學生終身學習的起點，奠定繼續升學或就業的基礎。 This course aims to introduce students the characteristic of pâtisseries and cafés, food production, café and operations, knowledge of food hygiene, etc. helping them build up their foundation for starting a business in desserts or coffee shops. The course provides a starting point for students' lifelong learning and develop a foundation for further studies and career development.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	甜品及咖啡店食品製作、餐單設計及選取適當食材、行業參觀、業界分享等 Pâtisserie and café food production, menu design and selection of appropriate ingredients, industrial visits, professional sharing, etc.

升學路向及就業出路
Articulation to Further Studies and Career Pathways

升學路向 Further Studies
例如：升讀與旅遊及酒店款待（西式廚藝 / 款待）相關課程
e.g. courses related to tourism and hospitality management (western culinary / hospitality)

就業出路 Career Pathways
例如：初級甜品師、烘焙師、初級廚師、餐廳服務員、咖啡師、創業家（如：咖啡店，甜品店，包餅烘焙店）
e.g. junior pastry chef, bakery chef, junior chef, restaurant waiter / waitress, barista, entrepreneur. (e.g. café, pastry shop and bakery shop, etc.)

授課安排
Class Arrangements

模式一 Mode 1
中四開課日期 S4 Commencement Date: 2023年10月 October 2023
中五開課日期 S5 Commencement Date: 2024年10月 October 2024
時間Time: 星期六 Saturday 9:00 am - 1:00 pm / 2:00 pm - 6:00 pm
（註：部分課堂將於暑假期間進行及全日上課。）
(Note: Lessons will also be scheduled during summer holidays and will be arranged as full day lessons.)
地點Venue: 香港專業進修學校（港專賽馬會馬鞍山校園）
新界馬鞍山耀安邨
Hong Kong College of Technology (HKCT Jockey Club Ma On Shan Campus)
Yiu On Estate, Ma On Shan, Sha Tin, New Territories 或 OR
香港專業進修學校（港專賽馬會本科校園）
新界沙田馬鞍山鞍誠街2號
Hong Kong College of Technology (HKCT Jockey Club Undergraduate Campus)
2 On Shing Street, Ma On Shan, Sha Tin, New Territories 或 OR
香港專業進修學校（開源道培訓中心）
九龍觀塘開源道71號王子大廈7至8樓
Hong Kong College of Technology (Hoi Yuen Road Training Centre)
7/F & 8/F, Wong Tze Building, 71 Hoi Yuen Road, Kwun Tong, Kowloon 或 OR
香港專業進修學校（長沙灣培訓中心）
九龍長沙灣青山道368號喜韻2樓
Hong Kong College of Technology (Cheung Sha Wan Training Centre)
2/F, Heya Star, 368 Castle Peak Road, Cheung Sha Wan, Kowloon

模式二 Mode 2
課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。
Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.

查詢 Enquiries	電話 Tel: 2265 6986 / 2926 1222 電郵 Email: apl@hkct.edu.hk / enquiry@hkct.edu.hk 課程網址 Course Website: www.hkct.edu.hk/apl

1. 甜品及咖啡店運作簡介
Introduction to Pâtisserie and Café Operations (15小時hrs)

- 餐飲業行業結構及範疇
  Structure and scope of catering industry
- 優質顧客服務簡介
  Introduction to quality customer service

2. 甜品及咖啡店運作系統
Pâtisserie and Café Operation System (45小時hrs)

- 甜品及咖啡店的商業營運模式及牌照要求
  Business operation model and licensing requirements for pâtisserie and café
- 食物及營養知識
  Food and nutrition
- 甜品及咖啡店餐單設計
  Menu planning for pâtisserie and café
- 餐飲業的資訊科技應用
  Use of IT in catering operation system
- 食品及飲品成本計算
  Food and beverage costing
- 咖啡店的營銷與推廣
  Marketing and promotion of café
- 食物衞生及安全議題
  Food hygiene and safety issues
- 職業健康及安全
  Occupational health and safety
- 餐飲業的職業操守
  Work ethics in food industry

4 甜品製作
Pâtisserie Production (44小時hrs)

- 甜品分類
  Classification of pâtisserie product
- 甜品製作基本原理及食材知識
  Basic principles of pâtisserie production and knowledge of ingredients
- 基本食譜
  Basic recipes
- 甜品製作技巧及應用
  Production techniques of pâtisserie and application
- 節日甜品系列
  Festival dessert series

3 咖啡店餐飲服務及製作
Food and Beverage Service and Production in Café (44小時hrs)

- 咖啡店服務風格
  Service style in café
- 咖啡店飲品製作
  Beverage production in café
- 咖啡店食品製作
  Food production in café
- 咖啡師知識及技巧
  Barista knowledge and skills
- 咖啡與食物搭配
  Coffee and food pairing

5 餐單設計及執行
Menu Design and Execution (32小時hrs)

在模擬運作情境中，學生綜合甜品及咖啡店運作的相關理論、技巧及行業最新發展趨勢，並以小組形式，商討餐單設計、選取食材、編訂服務流程及標準等，執行整個模擬運作專案。

In a thematic simulation, students integrate related theories, skills and recent trends in pâtisserie and café operations, and work in a team to go through the process from designing menu items, selecting ingredients, designing service sequence and standard to executing the plan.

課程提供機構 Course Provider	職業訓練局 Vocational Training Council (VTC)
學習範疇 / 課程組別 Area of Studies / Course Cluster	服務 / 食物服務及管理 Services / Food Services and Management
課程簡介 Course Introduction	本課程讓學生在模擬環境下，學習有關基本美食學、食品材料、食物衞生與安全及西式菜餚製作等知識及技巧，並透過實務培訓提升學生對款待業及西式廚務專業的興趣，培養良好的服務文化、自律及團隊精神，並加強他們的解難、溝通和表達能力。課程提供「廚藝」及「甜品及包餅」兩個選修部分供學生選擇。學生於相關學習單元取得合格成績，可獲發食物環境衞生署認可的專業證書，此外，學生亦可自費報考英國皇家公共衞生學會的公開考試，獲取專業資格。本課程已取得英國「款待服務學會」(Institute of Hospitality) 的專業認可，學生修畢本課程後可自費申請取得該會頒授之國際認可資格。 Through a simulated learning environment, students will acquire the knowledge and skills in western gastronomy, food commodities, food hygiene and safety as well as western food preparation. The course aims to develop students' interest in the hospitality and catering industry through practical training, and cultivate among them a service culture, self-discipline and team spirit as well as problem solving, communication and presentation skills. Students may choose between "Culinary Arts" and "Dessert, Baking and Pastry Arts" in the elective part of the course. Students passing the relevant module can obtain a professional certificate recognised by the Food and Environmental Hygiene Department of HKSAR Government. They can also attend a public examination offered by the Royal Society for Public Health, U.K., at their own costs, for an additional professional qualification. This ApL course is endorsed by the Institute of Hospitality, UK. Graduates could apply at their own costs to receive international recognition.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	講授及示範、小組討論及匯報、微生物測試、行業參觀、實務訓練及製成品分享、專題研習、西式食品製作競技大賽等 Lectures with demonstrations, group discussions and presentations, microbiology testing, industrial visits, practical training and food tasting, project learning, Western Cuisine Skills Competition, etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀與食品生產及服務、休閒及旅遊、酒店管理相關的課程 e.g. courses related to food production and services, leisure and tourism and hotel management **就業出路 Career Pathways** 例如：從事與飲食服務、航空膳食服務、快餐食品製作、量產食品製作、麵包及西餅製造、酒店服務相關的工作及創業等 e.g. careers in the fields of catering services, airline catering, fast food production, mass food production, bakery and pastry production, hotel services and starting up a business
授課安排 Class Arrangements	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年9月 September 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time: 星期六 Saturday 9:00 am - 1:00 pm / 2:00 pm - 6:00 pm 地點Venue: 國際廚藝學院 – 香港薄扶林薄扶林道145號 International Culinary Institute 145 Pokfulam Road, Pokfulam, Hong Kong 或 OR 酒店及旅遊學院（九龍灣） – 九龍九龍灣大業街46號 Hotel and Tourism Institute (Kowloon Bay) 46 Tai Yip Street, Kowloon Bay, Kowloon 或 OR 酒店及旅遊學院（天水圍） – 新界元朗天水圍天河路11號 Hotel and Tourism Institute (Tin Shui Wai) 11 Tin Ho Road, Tin Shui Wai, Yuen Long, New Territories 或 OR 香港專業教育學院（黃克競） – 九龍長沙灣荔枝角道702號 Hong Kong Institute of Vocational Education (Haking Wong) 702 Lai Chi Kok Road, Cheung Sha Wan, Kowloon 或 OR 匯縱專業發展中心（馬鞍山） – 新界沙田馬鞍山恆安街2號耀安邨 Integrated Vocational Development Centre (Ma On Shan) 2 Hang Hong Street, Yiu On Estate, Ma On Shan, Shatin, New Territories 或 OR 青年學院（邱子文） – 新界將軍澳陶樂路11號 Youth College (Yeo Chei Man) – 11 To Lok Road, Tseung Kwan O, New Territories **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2836 1264 電郵 Email: apl-enquiry@vtc.edu.hk 課程網址 Course Website: www.vtc.edu.hk/apl

核心部分 Core Part （60小時hrs）

1. 烹調基礎
   Culinary Fundamentals (48小時hrs)
   - 西式食品製作概覽
     Introduction to western food preparation
   - 廚房設置及管理
     Kitchen set-up and management

2. 食物衞生與職業安全
   Food Hygiene and Occupational Safety (12小時hrs)
   - 食物衞生及安全
     Food hygiene and safety
   - 職業安全
     Occupational safety

選修部分 Elective Part （120小時hrs）

廚藝
Culinary Arts

或OR

甜品及包餅
Dessert, Baking and Pastry Arts

3A. 基本食材
Food Fundamentals (30小時hrs)
- 食物材料與營養
  Food commodities and nutrition
- 食物保存及儲藏
  Food preservation and storage
- 菜譜及食譜設計
  Menu and recipe design

4A. 基礎食品製作
Basic Food Preparation (70小時hrs)
- 原湯、餐湯及汁醬
  Stock, soup and sauce
- 頭盤及小點創作
  Appetizers and snacks
- 主菜
  Main dishes
- 薯菜及配菜
  Greens and side dishes
- 創意伴碟設計
  Creative garnish and plate decoration

5A. 廚藝專題研習
Project on Culinary Arts (20小時hrs)
- 特色菜譜設計及製作
  Planning and preparation of a menu for special diets

3B. 基本食材
Food Fundamentals (30小時hrs)
- 食物材料與營養
  Food commodities and nutrition
- 食物保存及儲藏
  Food preservation and storage
- 菜譜及食譜設計
  Menu and recipe design

4B. 基礎食品製作
Basic Food Preparation (70小時hrs)
- 軟硬麵包
  Bread and rolls
- 蛋糕及酥皮製品
  Gâteau and pastries
- 歐陸甜品
  European desserts
- 朱古力
  Chocolates
- 創意餅面裝飾及伴碟設計
  Creative toppings and plate decoration

5B. 甜品及包餅專題研習
Project on Dessert, Baking and Pastry Arts (20小時hrs)
- 特色菜譜設計及製作
  Planning and preparation of a menu for special diets

6. 西式食品製作競技大賽
   Western Cuisine Skills Competition

33 機場客運大樓運作
Airport Passenger Terminal Operations

課程提供機構 Course Provider	香港專業進修學校 Hong Kong College of Technology (HKCT)
學習範疇 / 課程組別 Area of Studies / Course Cluster	服務 / 款待服務 Services / Hospitality Services
課程簡介 Course Introduction	本課程的目的是裝備學生有關機場客運大樓運作的基礎知識和技巧，讓他們從實踐中學習基礎營運科學、服務文化及行業相關法規等範疇。課程不但提升學生對相關學科的興趣，而且透過導師及實境教學加強他們的基礎技能、思考能力、人際關係、價值觀和態度，以及與職業相關的能力，為未來升學及就業做好準備。 This course aims to equip students with the basic knowledge and skills related to the airport passenger terminal operations, allowing them to learn through practice in the areas of basic operational science, service culture and industry-related regulations. The course not only enhances students' interest in relevant subjects, but also strengthens their foundation skills, thinking skills, people skills, values and attitudes, and career-related competencies through the tutor and the authentic learning environment, preparing them for further studies and career development.
授課語言 Medium of Instruction	中文 Chinese
學習活動特色 Learning Activity Highlights	實地考察香港國際機場客運大樓、航空業相關的機構及符合業界標準的模擬場地作實習等 Field visits to the Hong Kong International Airport Passenger Terminal, aviation industry-related organisation, and practice in a simulated workshop with industry standard, etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀航空服務、旅遊、款待、項目管理相關的課程 e.g. courses related to airline services, tourism, hospitality and event management **就業出路 Career Pathways** 例如：飛行區運作主任、客運大樓運作主任、行李系統運作主任、客戶服務主任、空勤服務主任、地勤服務主任、票務服務主任、空運貨物主任、物流主任。 e.g. flight operations officer, passenger terminal operations officer, baggage system operations officer, customer service officer, flight attendant, ground service officer, ticket service officer, air cargo officer, logistics officer
授課安排 Class Arrangements	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年10月 October 2023 中五開課日期 S5 Commencement Date: 2024年10月 October 2024 時間Time: 星期六 Saturday 9:00 am - 1:00 pm / 2:00 pm - 6:00 pm （註：部分課堂將於暑假期間進行及全日上課。） (Note: Some lessons will also be scheduled during summer holidays and will be arranged as full day lessons.) 地點Venue: 香港專業進修學校（港專賽馬會馬鞍山校園） 新界馬鞍山耀安邨 Hong Kong College of Technology (HKCT Jockey Club Ma On Shan Campus) Yiu On Estate, Ma On Shan, Sha Tin, New Territories 及 AND 香港專業進修學校（港專賽馬會本科校園） 新界沙田馬鞍山鞍誠街2號 Hong Kong College of Technology (HKCT Jockey Club Undergraduate Campus) 2 On Shing Street, Ma On Shan, Sha Tin, New Territories **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2265 6986 / 2926 1222 電郵 Email: apl@hkct.edu.hk / enquiry@hkct.edu.hk 課程網址 Course Website: www.hkct.edu.hk/apl/index.html

1. 機場客運大樓簡介
Introduction to Airport Passenger Terminal (40小時hrs)

- 航空業概況
  Overview of Aviation Industry
- 機場管理和組織架構
  Airport Management and Organisational Structure
- 客運大樓運作原則和目標
  Principles and Objectives of Passenger Terminal Operations
- 機場及客運大樓基礎設施
  Infrastructure of Airport and Passenger Terminal
- 客運大樓日常運作概覽
  Overview of Passenger Terminal Daily Operations
- 從業員的專業角色、責任和操守
  Roles, Responsibilities and Work Ethics of Practitioners

2. 機場客運大樓發展與安全
Airport Passenger Terminal Development and Safety
(36小時hrs)

- 可持續發展
  Sustainable Development
- 安全守則、措施、評估和監測
  Safety Codes, Measures, Assessments and Monitoring
- 營運安全和科技創新
  Operational Safety and Technological Innovation
- 職業安全與健康
  Occupational Safety and Health
- 潛在風險和預防措施
  Potential Risks and Precaution Measurements

3. 系統和科技
System and Technology Systems (40小時hrs)

- 客運大樓工程和系統簡介
  Overview of Projects and Systems of Passenger Terminal
- 營運系統和控制原理
  Operational System and Principles of Control
- 訊息系統
  Information System
- 行李運轉帶
  Baggage Carousel
- 無人駕駛列車
  Automated People Mover
- 個案研究
  Case Studies

4. 服務及營運
Service and Operation (64小時hrs)

- 客運大樓服務
  Passenger Terminal Services
- 事故處理
  Incident Handling
- 客戶關係管理和優質服務文化
  Customer Relationship Management and Service Culture
- 國際文化議題
  International Cultural Issues
- 節慶和活動管理及營運
  Festival and Event Management and Operation

課程提供機構 Course Provider	香港城市大學專業進修學院 School of Continuing and Professional Education, City University of Hong Kong (CityU (SCOPE))
學習範疇 / 課程組別 Area of Studies / Course Cluster	服務 / 款待服務 Services / Hospitality Services
課程簡介 Course Introduction	本課程涵蓋了酒店業三個主要範疇的基礎知識，即酒店前堂、酒店客房部及餐飲服務的營運。學生將以實踐的模式學習，並到酒店交流，了解優質服務的重要性。 This course is designed to equip students with fundamental knowledge about three major aspects of the hospitality industry, namely front office, housekeeping, and food and beverage operations. Learning will be acquired through practice, and students will be given the opportunity to visit hotels to understand the importance of quality service.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	模擬客房服務學習、運用「Opera」物業管理系統模擬入住登記及房間分配、到餐廳學習西式餐飲服務及餐桌禮儀、兩日一夜的酒店參觀、互動學習、角色扮演、個案研究、專題研習及口述簡報等。 Housekeeping practice in the mock-up guest room, use of "Opera" property management system to simulate check-in and room allocation, learning of western dining services and etiquette in a restaurant, an overnight hotel visit, interactive learning, role plays, case studies, research projects and oral presentations, etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀與款待及服務管理、旅遊及航空管理、服務管理、商業行政、市場營銷及管理等相關的課程 e.g. courses related hospitality and tourism and airline management, service management, business administration, management and marketing **就業出路 Career Pathways** 例如：從事與酒店業、主題公園管理、會所及物業管理、郵輪業、航空業、餐飲服務等相關的工作 e.g. careers in the fields of hotel industry, theme parks management, club house and estate management, cruise industry, airline industry, food and beverage/catering industry
授課安排 Class Arrangements	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年9月 September 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time: 星期六 Saturday 9:15 am - 12:15 pm / 1:30 pm - 4:30 pm （註：暑假期間將安排課堂及兩日一夜的酒店參觀活動。） (Note: Lessons as well as an overnight hotel visit will be scheduled during summer holidays.) 地點Venue: CityU SCOPE尖東教學中心 尖沙咀麼地道77號華懋廣場UG202及UG301 CityU SCOPE TST East Learning Centre UG202 & UG301, ChinaChem Golden Plaza, 77 Mody Road, Tsim Sha Tsui East, Kowloon **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 3442 5441 / 3442 5433 電郵 Email: aplinfo@cityu.edu.hk 課程網址 Course Website: www.cityu.edu.hk/ce/apl

1. 概述酒店業的當前趨勢和未來發展
   Overview of the Current Trend and the Future Hospitality (21小時hrs)
   - 酒店類別/服務水平
     Hotel categories / service level
   - 酒店的組織架構
     Organizational structure of a Hotel
   - 共享經濟的影響
     The impact of the sharing economy
   - 新的消費者行為（千禧一代和Z世代）
     New consumer behavior (millennials & gen-z)
   - 生活式酒店的概念
     Life-style hotel concept
   - 可持續發展與綠色理念
     Sustainability & green concept
   - 數碼化的客戶體驗
     Digitalised guest experience

2. 酒店前堂部營運
   Front Office Operations (42小時hrs)
   - 客戶服務流程
     Guest service flow
   - 增加銷售的技巧
     Upselling skills
   - 電話通訊
     Handling technique of incidents
   - 預訂
     Reservations
   - 物業管理系統
     Property Management System
   - 數碼化應用程序
     Digitalised applications

3. 酒店客房部營運
   Housekeeping Operations (36小時hrs)
   - 職責範圍
     Areas of responsibilities
   - 洗衣與庫存的概念
     Concept of laundry & inventory
   - 客房清潔的概念及練習
     Guest room cleaning concept and practice
   - 房間檢查
     Room inspection
   - 安全、化學品及保安管理
     Safety, chemicals & security management
   - 數碼化應用程序
     Digitalised applications

4. 餐飲服務營運
   Food & Beverage Operations (42小時hrs)
   飲食服務
   Food Service
   - 酒店餐飲
     Hotel dining
   - 快餐
     Fast food
   - 休閒式餐飲
     Casual dinning
   - 到會服務
     Outside catering
   - 數碼化應用程序
     Digitalized applications

基礎管理概念及技巧
Fundamental Knowledge & skills
   - 菜單和設置的類型
     Types of menu & settings
   - 菜單策劃及描述
     Menu planning and description
   - 食物衛生
     Food hygiene
   - 設備
     Equipment
   - 服務方法
     Service methods
   - 服務技巧
     Service skills
   - 增加銷售的技巧
     Upselling skills

餐飲服務
Beverage Service
   - 非酒精飲料的分類
     Classification of non-alcoholic beverages
   - 含酒精的飲料
     Alcoholic beverages
   - 設備
     Equipment
   - 玻璃器皿的知識
     Glassware knowledge

5. 酒店業的電子市場營銷
   e-Marketing in Hospitality Industry (9小時hrs)
   - 基礎市場營銷的概念
     Basic concepts of marketing
   - 社交媒體（目的和影響）
     Social media (purpose & impact)
   - 使用者原創內容
     User generated content
   - 市場推廣（軟銷售與硬銷售）
     Marketing promotion (soft vs. hard sell)
   - 新興市場營銷科技的應用
     Emerging technologies for marketing

6. 數碼年代的優質服務
   Service Quality in Digital Era (9小時hrs)
   - 處理客人的需求並預測未來的需求
     Handling needs of in-house guest & anticipate future needs
   - 受益於大數據和社交媒體評論
     Benefit from big data & social media comments
   - 優質服務的觀念
     Service quality mindset

7. 實況體驗
   On-site Experience (21小時hrs)
   透過小組專題研習，學生可應用三大領域（即酒店業的前堂部、客房部及餐飲部）所學到的知識和技巧。
   Through the group projects, students can apply the knowledge acquired under the three major areas (i.e., front office, housekeeping, and food and beverage)

35 酒店營運
Hotel Operations

課程提供機構 Course Provider	職業訓練局 Vocational Training Council (VTC)
學習範疇 / 課程組別 Area of Studies / Course Cluster	服務 / 款待服務 Services / Hospitality Services
課程簡介 Course Introduction	本課程讓學生在模擬環境下學習酒店營運的基礎知識，以及有關客務、房務和餐飲的實務操作技能。學生將透過多元化的教學活動，提升對旅遊業及酒店營運的興趣，培養良好的服務文化、自律及團隊精神，並加強解難、溝通和表達能力。本課程已取得英國「款待服務學會」（Institute of Hospitality）的專業認可，學員修畢本課程後可自費申請取得該會頒授之國際認可資格。 The course allows students to acquire the basic knowledge of hotel operations and practical skills in front office, housekeeping, and food and beverage departments in a simulated learning environment. Besides, through the diversified learning activities, it could enhance students' interest in the hospitality industry, cultivate among them a service culture, develop their self-discipline and team spirit, as well as strengthen their problem solving, communication and presentation skills. This course is endorsed by the Institute of Hospitality, U.K. Graduates could apply at their own costs to receive international recognition.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	講授及示範、角色扮演、個案分享及小組討論、參觀業內營運實況、實務訓練、專題研習、技能大賽等 Lectures with demonstrations, role plays, case sharing and group discussions, industrial visits, practical training, project learning, Skills Competition, etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	升學路向 Further Studies 例如：升讀與酒店管理、休閒及旅遊、餐飲服務管理相關的課程 e.g. courses related to hotel management, leisure and tourism, food and beverage service management 就業出路 Career Pathways 例如：從事與酒店服務、旅遊社、航空服務、飲食服務、主題公園服務、會所管理等相關的工作 e.g. careers in the fields of hotel services, travel agency, airline services, catering services, theme park services, club house management, etc.
授課安排 Class Arrangements	模式一 Mode 1 中四開課日期 S4 Commencement Date: 2023年9月 September 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time: 星期六 Saturday 9:00 am - 1:00 pm / 2:00 pm - 6:00 pm 地點Venue: 酒店及旅遊學院（九龍灣）－ 九龍九龍灣大業街46號 Hotel and Tourism Institute (Kowloon Bay) 46 Tai Yip Street, Kowloon Bay, Kowloon 或 OR 酒店及旅遊學院（天水圍）－ 新界元朗天水圍天河路11號 Hotel and Tourism Institute (Tin Shui Wai) 11 Tin Ho Road, Tin Shui Wai, Yuen Long, New Territories 或 OR 酒店及旅遊學院（薄扶林）－ 香港薄扶林道145號 Hotel and Tourism Institute (Pok Fu Lam) 145 Pokfulam Road, Hong Kong 模式二 Mode 2 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2836 1264 電郵 Email: apl-enquiry@vtc.edu.hk 課程網址 Course Website: www.vtc.edu.hk/apl

1. 酒店營運概覽
   Introduction to Hotel Operations (24小時hrs)
   - 款待業概述
     Overview of hospitality industry
   - 酒店組織架構與服務
     Hotel organisation and services
   - 道德操守及文化議題
     Ethical and cultural issues

2. 客務服務
   Front Office Services (36小時hrs)
   - 銷售預測與訂房
     Room reservations and forecast
   - 前檯服務
     Front desk services
   - 賓客安全及危急應變
     Guest safety and emergency handling
   - 客人投訴的處理
     Quality service recovery

3. 房務服務
   Housekeeping Services (36小時hrs)
   - 客房整理
     Guest room make-up
   - 公共地方的保養
     Public area maintenance
   - 清潔劑與設備
     Chemicals and equipment
   - 洗衣房操作和庫存
     Laundry operations and inventory control

4. 餐飲服務
   Food & Beverage Services (36小時hrs)
   - 服務風格與流程
     Service styles and sequences
   - 雞尾酒和咖啡製作
     Cocktails and coffee making
   - 項目及宴會
     Events and catering
   - 成本控制和供應鏈
     Costing and supply chain

5. 酒店學習之旅
   Study Tours in Hotels (16小時hrs)
   - 部門間的互動
     Departmental interactions
   - 優質服務實踐
     Quality service practices

6. 酒店業的未來發展
   Future Development of the Hotel Industry (32小時hrs)
   - 趨勢與挑戰
     Key trends and challenges
   - 綠色酒店
     Green and sustainable hotels
   - 人工智能（AI）提升賓客體驗
     Artificial intelligence (AI) in enhancing guest experience

7. 技能大賽
   Skills Competition

36 幼兒發展
Child Care and Development

課程提供機構 **Course Provider**	明愛社區書院 Caritas Institute of Community Education (CICE)
學習範疇 / 課程組別 **Area of Studies / Course Cluster**	服務 / 個人及社區服務 Services / Personal and Community Services
課程簡介 **Course Introduction**	本課程旨在提升高中學生對幼兒發展的認識，辨別幼兒的發展特質及照顧幼兒的個別差異。學員因應幼兒發展的特質及幼兒的個別差異，為他們設計遊戲活動。學員透過多元化學習活動，發展創意思維、溝通能力和團隊合作精神，培養他們正確的價值觀與態度，並發掘其個人對幼兒教育的興趣和潛質。 This course aims to enhance senior secondary students with the basic understanding of the foundation knowledge of child development and identify the developmental characteristics of children. Based on the understanding towards children's developmental characteristics and their individual differences, students learn to design play-based activities for young children. Through different learning activities, students are given opportunities to develop creativity, communication skills and team spirit, cultivate proper values and attitudes, and explore interests and potentials in early childhood education.
授課語言 **Medium of Instruction**	中文 或 英文 Chinese or English
學習活動特色 **Learning Activity Highlights**	個案分析、教學示範、角色扮演、小組討論、匯報、微型教學、於幼兒教育機構進行參觀和駐校體驗等。 Case studies, demonstration, role plays, group discussion, presentations, micro-teaching, field visit and field attachment to early childhood settings etc.
升學路向及就業出路 **Articulation to Further Studies and Career Pathways**	**升學路向 Further Studies** 例如：升讀與幼兒教育、特殊教育、小學教育、社會學、社會科學、社會工作相關的課程 e.g. courses related to early childhood education, special education, primary education, sociology, social science, social work **就業出路 Career Pathways** 例如：幼稚園教師、幼兒工作人員、幼兒中心主任、教學助理、遊戲班助理 e.g. kindergarten teacher, child care worker, child care centre supervisor, teaching assistant and playgroup assistant
授課安排 **Class Arrangements**	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年9月 September 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time: 星期六 Saturday 9:30 am - 12:30 pm / 2:00 pm - 5:00 pm （註：部分課堂將安排於暑假期間進行。） (Note: Lessons will also be scheduled during summer holidays.) 地點Venue: 明愛社區書院 – 紅磡 九龍紅磡戴亞街5號 Caritas Institute of Community Education - Hung Hom 5 Dyer Avenue, Hung Hom, Kowloon 或 OR 明愛社區書院 – 屯門 新界屯門湖景邨湖月樓地下21-34室 Caritas Institute of Community Education - Tuen Mun Units 21-34, G/F, Wu Yuet House, Wu King Estate, Tuen Mun, N.T. 或 OR 明愛社區書院 – 粉嶺 新界粉嶺祥華村一號停車場三樓 Caritas Institute of Community Education - Fanling 3/F, Carpark No. 1, Cheung Wah Estate, Fanling, N.T. **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 **Enquiries**	電話 Tel: 2239 6339 電郵 Email: cecd@cice.edu.hk 課程網址 Course Website: www.cice.edu.hk/Apl_course.html

核心部分 Core Part (138小時hrs)

1. 幼兒發展
Child Development (54小時hrs)
- 促進幼兒認知發展
  Fostering children's cognitive development
- 促進幼兒語言發展
  Fostering children's language development
- 促進幼兒身體發展
  Fostering children's physical development
- 促進幼兒美感發展
  Fostering children's aesthetic development
- 促進幼兒情意和群性發展
  Fostering children's affective and social development
- 促進幼兒品德發展
  Fostering children's moral development
- 遊戲與活動設計
  Designing games and activities

2. 幼兒安全及健康護理
Children's Health and Safety (24小時hrs)
- 幼兒基礎健康、安全與營養
  Basic health, safety and nutrition for children
- 幼兒常見的傳染病與意外
  Common communicable diseases and accidents in childhood setting
- 幼稚園學習環境的安全
  Safe learning environment in kindergarten
- 參觀 – 育嬰院
  Field visit - Creche

3. 香港幼兒教育
Early Childhood Education in Hong Kong (33小時hrs)
- 香港幼兒教育學制及政策
  Education system and policy of ECE in Hong Kong
- 香港幼兒教育服務概況
  Overview on ECE services in Hong Kong
- 幼稚園融合教育
  Integrated education in kindergarten
- 家校合作
  Home-school collaboration

4. 幼兒教育的專業發展
Early Childhood Professional Development (18小時hrs)
- 幼兒教育工作者個人素質
  Personality traits for ECE practitioners
- 幼兒教育工作者的專業
  Professionalism in ECE
- 幼兒教育工作者的責任和職業操守
  Responsibilities and work ethics of ECE practitioners
- 參觀 – 幼稚園（非牟利）
  Field visit - kindergarten (non-profit making)

5. 微型教學專題研習
Micro-teaching Project (9小時hrs)
- 微型教學專題研習
  Micro-teaching Project

選修部分 Elective Part (42小時hrs)
學習的語言環境與教學策略*
Language Learning Environment and Teaching Strategies*

- 全語文教學理念與實踐
  Whole language teaching concept/theory and practice
- 教授非華語學童學習中文的策略
  Strategies for teaching Chinese for non-Chinese speaking (NCS) children
- 教授學童學習英語為第二語言的策略
  Strategies for teaching English as a second language for children
- 語文遊戲與活動設計
  Language games and activities design
- 語文課堂環境的設計
  Design of language classroom environment
- 有效的語文教材
  Effective language teaching materials
- 駐校體驗 – 國際幼稚園（非本地課程）
  Field attachment- International school (Non-local curriculum)

或OR

以介入法為教學策略
Interventions as Teaching Strategies

- 早期介入
  Early interventions
- 學童特殊學習需要的類別
  Different types of Special Education Needs (SEN) of children
- 藝術介入基礎
  Arts intervention basic
- 遊戲介入基礎
  Play intervention basic
- 音樂介入基礎
  Music intervention basic
- 為特殊學習需要的學童設計遊戲與活動
  Design games and activities for SEN children
- 特殊學習需要學童的教材
  Teaching materials for SEN children
- 駐校體驗 – 特殊幼兒中心 / 幼稚園暨幼兒中心兼收計劃
  Field attachment - Special Child Care Center / Integrated Programme in Kindergarten-cum-Child Care Centre

* 此選修科目的授課語言為英文
* This elective will be conducted in English

37 幼兒教育
Child Care and Education

課程提供機構 Course Provider	職業訓練局 Vocational Training Council (VTC)
學習範疇 / 課程組別 Area of Studies / Course Cluster	服務 / 個人及社區服務 Services / Personal and Community Services
課程簡介 Course Introduction	本課程旨在提升高中學生對幼兒教育的興趣，認識幼兒發展的特質，掌握照顧幼兒的基本技巧，設計簡單遊戲活動，並認識香港的幼兒教育核心價值與服務。本課程亦希望透過在幼兒教育環境中的體驗式學習，發展學生的創意思維、溝通及團隊合作技巧，培養他們正確的價值觀與態度，並發掘其個人對幼兒教育的興趣和潛質。 This course is designed to arouse the interest of senior secondary students in early childhood education. Students are equipped with a basic understanding of the developmental characteristics of children, the basic skills in taking care of children and designing play activities for children as well as the core value and services of early childhood education in Hong Kong. Through experiential learning in authentic early childhood education settings, students are given opportunities to develop creativity, communication skills and team spirit, cultivate proper values and attitudes, and explore interests and potentials in early childhood education.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	教學示範、角色扮演、小組討論、匯報、工作坊、戶外學習、參觀幼教機構及行業體驗等 Lectures with demonstrations, role play, group discussions, presentation, workshops, outdoor learning, visits to early childhood settings and workplace experience, etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	升學路向 Further Studies 例如：升讀與幼兒教育、特殊教育及融合教育、幼稚園教育、幼兒護理服務、特殊幼兒護理服務及社會工作相關的課程 e.g. courses related to early childhood education, special child care and inclusive education, kindergarten education, child care services, special child care services and social services, etc. 就業出路 Career Pathways 例如：從事與幼兒教育相關的工作，如幼稚園教師助理、學前班助教等 e.g. careers related to kindergarten, such as teaching assistant and playgroup assistant, etc.
授課安排 Class Arrangements	模式一 Mode 1 中四開課日期 S4 Commencement Date: 2023年9月 September 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time:　星期六 Saturday 9:00 am - 12:00 nn / 1:30 pm - 4:30 pm （註：部分課堂將安排於暑假期間進行。） (Note: Lessons will also be scheduled during summer holidays.) 地點Venue:　香港專業教育學院（沙田） 新界沙田源禾路21號 Hong Kong Institute of Vocational Education (Shatin) 21 Yuen Wo Road, Shatin, New Territories 模式二 Mode 2 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2836 1264 電郵 Email: apl-enquiry@vtc.edu.hk 課程網址 Course Website: www.vtc.edu.hk/apl

1. 幼兒發展
   Child Development (30小時hrs)
   - 幼兒發展的基本理解
     Basic understanding of child development
   - 影響幼兒發展的因素
     Factors affecting children's development
   - 幼兒的發展階段與特徵
     Stages and characteristics of children's development
   - 幼兒不同的學習需要
     Children with diverse learning needs

2. 幼兒教育概覽
   Introduction to Early Childhood Education (24小時hrs)
   - 幼兒教育與服務的重要性、性質與功能
     Importance, nature and functions of early childhood education and services
   - 優質幼兒教育課程的特質
     Features of a quality early childhood curriculum
   - 本港幼兒教育最新議題
     Current issues of early childhood education in Hong Kong
   - 本港社區為本家庭服務
     Community-based family services in Hong Kong

3. 幼兒健康護理
   Health Care for Young Children (15小時hrs)
   - 幼兒個人衛生及營養
     Personal hygiene and nutrition for young children
   - 預防常見的傳染病及意外
     Prevention of common communicable diseases and accidents

4. 從遊戲中學習
   Learning through Play (54小時hrs)
   - 遊戲與幼兒發展
     Play and children's development
   - 遊戲的重要元素
     Key elements of play
   - 遊戲活動的基本設計原則與實踐
     Basic principles in planning and implementing play activities
   - 選修部份（任選其一）
     Elective Parts (Choose one only)
     1. 創意藝術 Creative arts
     2. 故事與兒歌 Storytelling and nursery rhymes
     3. 體能遊戲與音樂 Physical activities and music

5. 體驗式學習
   Experiential Learning Programme (30小時hrs)
   - 幼兒教育服務的核心價值及使命
     Core values and missions of early childhood education and services
   - 幼兒教育機構的設計特質
     Design of early childhood institutions
   - 與幼兒互動
     Interacting with children
   - 設計、實踐與檢討遊戲活動
     Designing, implementing and evaluating play activities

6. 幼兒教育人員的生涯規劃
   Life and Career Planning for Being an Early Childhood Educator (27小時hrs)
   - 認識個人素質
     Understanding of personal qualities
   - 職場人員的基本素質
     Generic attributes expected in workplace
   - 幼兒教育人員的態度、價值觀與職業操守
     Attitudes, values and work ethics of an early childhood educator
   - 幼兒教育人員的職業發展
     Career development in early childhood education

38 美容學基礎
Fundamental Cosmetology

課程提供機構 Course Provider	明愛社區書院 Caritas Institute of Community Education (CICE)
學習範疇 / 課程組別 Area of Studies / Course Cluster	服務 / 個人及社區服務 Services / Personal and Community Services
課程簡介 Course Introduction	本課程讓學生學習美容學不同方面的知識，包括：化妝、髮型設計及美甲、整全護理及美容院管理等。學生能從實踐中整合不同範疇的知識、技能和其他共通能力，並透過實習或模擬情境，培養以客戶為本的態度。 This course allows students to learn different aspects of cosmetology, including make-up, hair design and nail art, wholistic care and salon management, etc. Students will learn to integrate knowledge and skills from various disciplines with other generic skills through practice. They will also develop a customer-oriented attitude in practicum and simulated contexts.
授課語言 Medium of Instruction	中文（輔以英文專業詞彙） Chinese (Supplementary with English terminology)
學習活動特色 Learning Activity Highlights	探究式學習、製作創意妝型作品集、香薰感覺測試、參觀及專題講座等 Enquiry learning, preparation of a creative make-up portfolio, aromatherapy sensory test, visits and seminars, etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	升學路向 Further Studies 例如：升讀資歷架構認可美容課程、髮型及化妝課程、健康美容護理及芳香療法相關的課程 e.g. Qualification Framework recognised cosmetology courses, hair and make-up, health and beauty care courses, and aromatherapy related courses 就業出路 Career Pathways 例如：從事與美容護理、彩妝、美甲、芳香護理、美容產品推廣相關的工作 e.g. careers in the fields of beauty therapy, make-up, nail arts, aroma care, sales and marketing of beauty products
授課安排 Class Arrangements	模式一 Mode 1 中四開課日期 S4 Commencement Date: 2023年9月 September 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time:　　星期六 Saturday 9:30 am - 12:30 pm / 2:00 pm - 5:00 pm 　　　　　　（註：部分課堂將安排於暑假期間進行。） 　　　　　　(Note: Lessons will also be scheduled during summer holidays.) 地點Venue:　明愛社區書院 － 紅磡 　　　　　　九龍紅磡戴亞街5號 　　　　　　Caritas Institute of Community Education - Hung Hom 　　　　　　No 5 Dyer Avenue, Hung Hom, Kowloon　　　　　　　或 OR 　　　　　　明愛社區書院 － 屯門 　　　　　　新界屯門湖景邨湖月樓地下21-34室 　　　　　　Caritas Institute of Community Education - Tuen Mun 　　　　　　Units 21-34, G/F, Wu Yuet House, Wu King Estate, Tuen Mun, N.T. 模式二 Mode 2 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2388 9920 電郵 Email: cbct@cice.edu.hk 課程網址 Course Website: www.cice.edu.hk/Apl_course.html

核心部分 Core Part (120小時hrs)

美容及健康學入門
Beauty and Health Studies (9小時hrs)
- 健康飲食與美容
  Healthy diet and beauty
- 環保美容護理
  Environmentally friendly beauty care

美容科學
Beauty Science (51小時hrs)
- 生理學入門
  Introduction to physiology
- 皮膚學入門
  Introduction to dermatology
- 美容及護髮產品的化學成份與皮膚護理
  Chemical ingredients of beauty and hair products for skin care
- 美容護理儀器原理
  Principles of beauty electrical appliances

美學及形象設計
Aesthetics and Image Design (36小時hrs)
- 美學及形象設計的原理
  Principles of aesthetics and image design
- 化妝原理
  Principles of make-up
- 甲藝原理
  Principles of nail art
- 基礎髮型設計原理
  Basic hair-styling

美容院管理
Salon Management (15小時hrs)
- 美容院操作及管理
  Beauty salon operation and management
- 客戶服務
  Customer service
- 美容行業的發展趨勢
  Trend of development in beauty industry
- 美容護理的倫理關係
  Ethical practices in beauty care

參觀及專題講座
Visits and Seminars (9小時hrs)

選修部分 Elective Part (60小時hrs)
化妝、髮型設計和美甲
Make-up, Hair Design and Nail Art

- 配襯妝型、髮型及甲藝設計的原理及實踐
  Application with principles of make-up, hair design and nail art coordination
- 化妝品成份和作用
  Ingredients and functions of cosmetic products
- 基礎特技化妝技巧
  Basic special effect make-up
- 髮型設計技巧
  Hair design techniques
- 甲藝技巧
  Nail art techniques

或OR

芳香美容護理
Aromatherapy for Beauty Care

- 芳香療法入門
  Introduction to aromatherapy
- 各種芳香療法、精油的功效及種類知識的應用、安全守則及注意事項
  Application of the knowledge about different functions and types of aromatherapy and essential oils, their safety precautions and contraindication
- 芳香療法於身體各系統的生理及心理影響
  The physiological and psychological effects of aromatherapy on the body systems
- 以精油及基礎油製作美容產品的安全劑量及潛在效能
  The safe dosage of essential oils and carrier oils to produce skin care products and possible effects of cosmetic products
- 香薰手部 / 肩頸按摩
  The aromatherapy hand / neck and shoulder massage

課程提供機構 Course Provider	香港專業進修學校 Hong Kong College of Technology (HKCT)
學習範疇 / 課程組別 Area of Studies / Course Cluster	服務 / 個人及社區服務 Services / Personal and Community Services
課程簡介 Course Introduction	本課程以樂齡服務為基礎向學生介紹樂齡科技相關概念、產品及服務、系統和科技等基礎知識，讓學生從人本及科技的視角，認識樂齡科技對生活及長者服務的重要性，以提升安老服務的質素。課程亦透過參觀地區安老院舍/技術研發中心等經濟產業行業，及體驗和應用樂齡科技，從而提升學生對相關領域的興趣及與職業相關的能力，並培養學生正確的價值觀和態度，為未來升學及就業做好準備。 This course is based on elderly services to introduce students a basic knowledge of gerontechnology including concepts, products and services, systems and technology, so that students can understand the importance of gerontechnology to daily life and services for the elderly from people-oriented and technology perspectives and to improve the quality of elderly services. The course also enhances students' interest and career-related competencies in related fields through visits such as regional residential care homes / research & development centers and experience and application in Gerontech. It also develops students' proper values and attitudes, preparing them for further studies and work in future.
授課語言 Medium of Instruction	中文 Chinese
學習活動特色 Learning Activity Highlights	透過實地考察，以了解樂齡科技的發展和應用。透過工作坊、個案研究、體驗式學習、產品設計等，提升學生對不同樂齡科技市場產品及服務的認識。 Field visits will be organised to understand the latest development and application of gerontechnology. Through workshops, case study, experiential learning and product design etc. to enhance students' understanding of different gerontechnology products and services in the gerontechnology market.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：社會服務、社會工作、老年學、復康服務、健康護理、職業治療、資訊科技、產品設計 e.g. social service, social work, gerontology, rehabilitation service, health care, occupational therapy, information technology, product design **就業出路 Career Pathways** 例如：福利工作員、護理工作員、活動助理、社區健康工作員、護士助理、樂齡科技應用指導員、職業治療助理、產品設計助理 e.g. welfare worker, care worker, programme assistant, community health worker, nursing assistant, care equipment counsellor, occupational therapy assistant, product design assistant
授課安排 Class Arrangements	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年10月 October 2023 中五開課日期 S5 Commencement Date: 2024年10月 October 2024 時間Time: 星期六 Saturday 9:00 am - 1:00 pm / 2:00 pm - 6:00 pm （註：部分課堂將於暑假期間進行及全日上課。） (Note: Some lessons will also be scheduled during summer holidays and will be arranged as full day lessons.) 地點Venue: 香港專業進修學校（港專賽馬會馬鞍山校園） 新界馬鞍山耀安邨 Hong Kong College of Technology (HKCT Jockey Club Ma On Shan Campus) Yiu On Estate, Ma On Shan, Sha Tin, New Territories 及 AND 香港專業進修學校（港專賽馬會本科校園） 新界沙田馬鞍山鞍誠街2號 Hong Kong College of Technology (HKCT Jockey Club Undergraduate Campus) 2 On Shing Street, Ma On Shan, Sha Tin, New Territories **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2265 6986 / 2926 1222 電郵 Email: apl@hkct.edu.hk / enquiry@hkct.edu.hk 課程網址 Course Website: www.hkct.edu.hk/apl

單元一：樂齡服務與科技相關概念
Module 1: The Concepts of Elderly Services and Gerontech（40小時hrs）

- 樂齡及其相關概念
  Ageing and Related Concepts
- 香港樂齡服務簡介
  Introduction to Hong Kong Elderly Services
- 樂齡與科技
  Ageing and Technology

單元二：樂齡科技市場（產品及服務）
Module 2: Gerontech Market (Products and Services)（56小時hrs）

- 樂齡科技市場
  Gerontech Market
- 香港樂齡科技實況與智能安老（「衣 / 醫、食、住、行」四個範疇）
  Hong Kong Gerontech and Smart Ageing (Clothing / Medical, Diet, Living, Travel)
- 樂齡科技與心靈紓壓
  Gerontech and Mind Relief

單元三：樂齡科技（醫療篇）
Module 3: Gerontech (Medical Aspect)（44小時hrs）

- 樂齡科技與數據庫
  Gerontech and Database
- 電子復康科技
  Electronic Rehabilitation Technology

單元四：期終專題研習 — 樂齡科技體驗及實踐
Module 4: Final Project – Experience and Practices in Gerontech（40小時hrs）

- 應用樂齡科技於本地安老服務
  Application of Gerontech in Local Elderly Services

課程提供機構 Course Provider	職業訓練局 Vocational Training Council (VTC)
學習範疇 / 課程組別 Area of Studies / Course Cluster	應用科學 / 食物科學 Applied Science / Food Science
課程簡介 Course Introduction	本課程介紹食品及營養行業的概況及發展，並透過互動學習活動，讓學生掌握食品科技及營養的基礎知識和技巧，以製作創新健康食品，以及了解職業操守與責任、職業安全及可持續發展，以助他們日後在食品及營養行業的發展。 This course introduces the overview and development of the food and nutrition industry, and enables students to grasp the basic knowledge and skills of food technology and nutrition to create innovative healthy food products through interactive learning activities. Students will also understand the work ethics and responsibilities, occupational safety, and sustainable development, to facilitate their further development in food and nutrition industry.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	講授及示範、小組討論及匯報、實驗、個案研究、參觀食品科技相關設施、實務練習、專題研習等。 Lectures with demonstrations, group discussions and presentations, experiments, case studies, visits to food technology related facilities, practical exercises, project learning, etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀與食物科學及科技、營養科學、食物安全、食品產品開發、研發等相關的課程。 e.g. courses related to food science and technology, nutritional science, food safety, food product development, research. **就業出路 Career Pathways** 例如：從事與食品科技及營養學相關的工作，如廠房助理、生產控制員、實驗室助理、病人護理助理、助理項目主任、品質保證助理、營養學家助理。 e.g. careers related to food technology and nutrition such as factory assistants, production operators, laboratory attendants, patient care assistants, assistant project officers, quality assurance assistants, nutritionist assistants.
授課安排 Class Arrangements	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年9月 September 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time: 星期六 Saturday 9:00 am – 12:00 pm / 2:00 pm – 5:00 pm （註：部分課堂或安排於暑假期間進行。） (Note: Lessons may also be scheduled during summer holidays.) 地點Venue: 香港專業教育學院（葵涌） 新界葵涌興盛路20號 Hong Kong Institute of Vocational Education (Kwai Chung) 20 Hing Shing Road, Kwai Chung, New Territories **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2836 1264 電郵 Email: apl-enquiry@vtc.edu.hk 課程網址 Course Website: www.vtc.edu.hk/apl

1. 食物及營養科學概論
   Fundamentals of Food and Nutritional Science (48小時hrs)
   - 食物及營養行業發展
     Development of food and nutrition industry
   - 可持續發展
     Sustainable development
   - 食物科學基礎
     Introduction to food science
   - 營養與健康
     Nutrition and health
   - 職業安全與健康
     Occupational safety and health

2. 食物科學與營養的應用
   Application of Food Science and Nutrition (60小時hrs)
   - 食品安全及衛生
     Food safety and hygiene
   - 食品製造與儀器
     Food manufacturing and equipment
   - 食品化學
     Food chemistry
   - 基礎烹調技巧
     Basic culinary skills
   - 膳食餐單及食譜設計
     Menu planning and recipe design

3. 未來食品的現代科技
   Modern Technology for Future Foods (30小時hrs)
   - 先進漁農業技術的應用
     Application of advanced technology in the agriculture and fisheries industry
     - 有機農業及漁業
       Organic farming and fisheries
     - 水培法
       Hydroponics
     - 基因改造食物
       Genetically modified food
   - 先進食物及營養行業技術的應用
     Application of advanced technology in the food and nutrition industry
     - 3D食物打印
       3D food printing
     - 分子料理科學
       Molecular gastronomy
     - 智能感官測試
       AI on sensory testing
     - 新興營養學
       Novelty in nutrition

4. 創新健康食品開發
   Innovative Health Food Products Development (42小時hrs)
   - 食品開發與規例
     Food products development and regulations
   - 功能食物及原材料
     Functional food and ingredients
   - 食品成本控制及行銷策略
     Food costing and marketing strategies
   - 品質控制
     Quality control

41 動物護理
Animal Care

課程提供機構 Course Provider	香港城市大學專業進修學院 School of Continuing and Professional Education, City University of Hong Kong (CityU (SCOPE))
學習範疇 / 課程組別 Area of Studies / Course Cluster	應用科學 / 醫療科學及健康護理 Applied Science / Medical Science and Health Care
課程簡介 Course Introduction	本課程為對動物有興趣的學生而設，讓他們認識動物與人類和諧共存之道，以及如何為動物提供日常的護理。學生學習與動物護理相關的實務知識和技巧，為進修及從事動物護理工作奠下基礎。 This course is designed for students who have an interest in animals, in particular how animals and people depend on each other in society and how to care for them. Students will not only learn knowledge about animal care and host of work that are related to animals and skills for safe care practices, but also prepare themselves for further studies and career development in animal care.
授課語言 Medium of Instruction	英文 English
學習活動特色 Learning Activity Highlights	講授及示範、小組討論及匯報、個案研究、專題研習、參觀及實地考察、專題講座及實務練習等。 Lectures with demonstrations, group discussions and presentations, case studies, projects, field visits, professional seminars and practical work, etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀與獸醫、獸醫護理、生物科學 / 生命科學、環境科學、食物科學、生物醫藥科學相關的課程 e.g. courses related to veterinary medicine, veterinary nursing, biosciences / life sciences, environmental science, food science, biomedical sciences **就業出路 Career Pathways** 例如：可按學歷從事不同崗位的動物護理 / 健康護理工作，如獸醫、獸醫護士、獸醫助理、動物護理助理、動物管理員、獸醫學實驗室人員 e.g. various levels of jobs / entry points in animal care depending on qualifications attained in further studies, such as veterinarian, veterinary nurse, veterinary assistant, animal care assistant, animal keeper and laboratory veterinary attendant
授課安排 Class Arrangements	**模式一 Mode 1** 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time:　星期六 Saturday　9:30 am - 12:30 pm / 1:30 pm - 4:30 pm （註：部分課堂或活動將安排於暑假期間進行。） (Note: Lessons or activities will also be scheduled during summer holidays.) 地點Venue:　CityU SCOPE尖東教學中心 尖沙咀麼地道77號華懋廣場UG202及UG301 CityU SCOPE TST East Learning Centre UG202, UG301, ChinaChem Golden Plaza, 77 Mody Road, Tsim Sha Tsui East, Kowloon **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 3442 5441 / 3442 5433 電郵 Email: aplinfo@cityu.edu.hk 課程網址 Course Website: www.cityu.edu.hk/ce/apl

1. 動物與社會
   Animals and Society (21小時hrs)
   - 動物護理概述
     An overview of animal care
   - 動物種類及群組
     Animal types & groups
   - 人類與動物的互動
     Human-animal interactions

2. 動物福利
   Animal Welfare (21小時hrs)
   - 動物福利的原則
     Principles of animal welfare
   - 基礎動物福利的道德觀念
     Basic animal welfare ethics
   - 保護動物守則、規例及法例
     Animal protection codes, regulations & laws

3. 應用科學知識
   Applied Science Knowledge (36小時hrs)
   - 基礎應用動物解剖學及生理學
     Basic applied animal anatomy & physiology
   - 基礎動物學習及行為（實習觀察家犬）
     Basic animal learning & behaviour (with practical
     observation in the domestic dog)

4. 香港的動物
   Animals in Hong Kong (27小時hrs)
   - 在不同環境下的動物
     Animals in different settings
   - 實地考察：評估實際情況下動物護理的需求
     Field trip : assessment of care needs of animals in
     authentic context
   - 動物相關的職業選擇及專業發展
     Career options & development in working with animals

5. 動物護理需求與飼養
   Animal Care Needs and Husbandry (75小時hrs)
   - 動物工作間的健康與安全
     Health and safety in animal workplace
   - 傳染病控制
     Infectious disease control
   - 寵物選擇與領養
     Pet selection & adoption
   - 動物護理計劃
     Animal care planning
   - 飼養動物的知識與技巧
     Husbandry knowledge & skills

42 中醫藥學基礎
Foundation in Chinese Medicine

課程提供機構	香港大學專業進修學院
學習範疇 / 課程組別	應用科學 / 醫療科學及健康護理
課程簡介	本課程教授中醫藥學的基礎知識，使學生能掌握相關的基本概念，並在日常生活中正確運用。透過此課程，學生可對中醫藥專業領域有初步了解，嘗試應用和實踐中醫藥學知識，同時了解行業發展，藉以探討未來升學或就業的路向。
授課語言	中文（部分課程會以普通話授課）
學習活動特色	藥膳製作、參觀中藥材標本室、野外認藥、脈診實習、模擬診症
升學路向及就業出路	**升學路向** 例如：升讀與中醫學、中藥學、中藥配劑、中醫營養學相關的課程 **就業出路** 例如：中醫師、中醫助理、中醫診所助理、中藥研究助理、中藥材及中成藥零售、中藥健康產品研究、質量控制及營銷、中藥配藥員、醫療保險
授課安排	**模式一** 中四開課日期：2023年9月 中五開課日期：2024年9月 時間：星期六（上午十時半至下午一時半或下午二時半至下午五時半） （註：部分課堂或安排於暑假期間進行。） 地點：香港大學專業進修學院九龍東分校 （九龍九龍灣宏開道28號）　　　　　　　　　　　或 香港大學專業進修學院金鐘教學中心 （香港金鐘夏慤道18號海富中心）　　　　　　　　或 香港大學專業進修學院北角城教學中心 （香港北角英皇道250號北角城中心） **模式二** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。
查詢	電話：3762 4127 電郵：maggie.kong@hkuspace.hku.hk 課程網址：https://hkuspace.hku.hk/apl

5. 方劑學 (42小時)
   · 方劑的概念與分類
   · 常用方劑的組成、
     功效及配伍原則
   · 藥膳設計與製作

6. 中醫藥知識綜合應用 (9小時)
   · 模擬診症

1. 中醫藥學概況 (3小時)
   · 中醫藥學發展概況
   · 香港中醫藥業現狀
   · 專業操守簡介

2. 中醫學基礎 (42小時)
   · 陰陽五行
   · 中醫特點
   · 人體結構與功能
   · 病因病機
   · 中醫與養生

3. 中醫診斷學基礎 (42小時)
   · 四診 (望、聞、問、切)
   · 八綱辨證
   · 臟腑辨證
   · 氣血津液辨證
   · 病例討論

4. 中藥學 (42小時)
   · 中藥的概念和分類
   · 中藥的藥性與功效
   · 中藥的臨床應用
   · 常用中藥飲片特徵
   · 認藥活動

43 健康護理實務
Health Care Practice

課程提供機構 Course Provider	明愛社區書院 Caritas Institute of Community Education (CICE)
學習範疇 / 課程組別 Area of Studies / Course Cluster	應用科學 / 醫療科學及健康護理 Applied Science / Medical Science and Health Care
課程簡介 Course Introduction	本課程的學習重點包括藥物學、免疫學、食物與營養等應用科學知識，以及護理和急救等健康護理的知識與技術。學生將透過醫院和模擬病房臨床技術訓練，提升對健康護理的興趣和認識，為將來進修及投身醫護行列作準備。 This course is designed to equip students with knowledge of applied science as well as knowledge and skills for health care practice, including pharmacology, immunology, food and nutrition, nursing and first aid, etc. Through the hospital and simulation ward clinical training, students will develop interest in the health care profession and enhance their understanding of it, preparing themselves for further studies and career development in the health care industry.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	個案研究、模擬練習及角色扮演、醫療機構參觀及模擬病房臨床訓練、專題研習及匯報等 Case studies, simulations and role plays, visit to health organisation and simulation ward clinical training, projects and presentations, etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	升學路向 Further Studies 例如：升讀與護理學、食物及營養科學、物理治療、醫學、中醫、藥物學等相關的課程 e.g. courses related to nursing, food and nutritional science, physiotherapy, medicine, Chinese medicine, pharmacology 就業出路 Career Pathways 例如：從事與健康護理、藥物學、保健產品的銷售及推廣等相關的工作 e.g. careers in the fields of health care, pharmacology, sales and promotion of health products
授課安排 Class Arrangements	模式一 Mode 1 中四開課日期 S4 Commencement Date: 2023年9月 September 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time: 星期六 Saturday 9:30 am - 12:30 pm / 1:30 pm – 4:30 pm （註：部分課堂將安排於暑假期間進行。） (Note: Lessons will also be scheduled during summer holidays.) 地點Venue: 明愛賽馬會社區書院 – 荃灣 新界荃灣眾安街146號 Caritas Jockey Club Institute of Community Education - Tsuen Wan 146 Chung On Street, Tsuen Wan, N.T.　　　或 OR 明愛社區書院 – 天后 香港英皇道75至83號聯合出版大廈一樓 Caritas Institute of Community Education - Tin Hau 1/F, SUP Tower, 75-83 King's Road, North Point, Hong Kong　　　或 OR 明愛社區書院 – 油麻地 九龍油麻地石壁道4號七至九樓 Caritas Institute of Community Education – Yaumati 7-9/F, 4 Cliff Road, Yaumati, Kowloon 模式二 Mode 2 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 3610 3700 電郵 Email: dhsm_apl@cice.edu.hk 課程網址 Course Website: http://www.cice.edu.hk/Apl_course.html

1. 香港醫護行業概況
   Overview of Health Care Industry in Hong Kong
   (3小時hrs)

2. 應用科學知識
   Applied Science Knowledge (39小時hrs)
   - 生理及病理學
     Human physiology and pathology
   - 免疫學及傳染病
     Immunology and infectious diseases
   - 藥物學
     Pharmacology
   - 食物及營養
     Food and nutrition
   - 醫學化驗科學
     Medical laboratory science

3. 健康護理知識及技術
   Health Care Knowledge and Skills (72小時hrs)
   - 護理技巧
     Nursing practice
   - 急救學*
     First aid*
   - 基礎物理治療技巧（扶抱及轉移）
     Basic physiotherapy skills (Lifting and transferring)
   - 產科及小兒護理
     Maternal and child care

4. 知識及技術的應用
   Knowledge and Skills Application (39小時hrs)
   - 模擬病房臨床訓練及行業分享
     Simulation Ward Clinical Training and Industry Sharing

5. 健康耆年與樂齡科技
   Healthy Ageing and Gerontechnology (27小時hrs)
   - 健康耆年的概念
     Concepts of healthy ageing
   - 樂齡科技與健康耆年
     Gerontechnology to healthy ageing
   - 社區的長者支援
     Community support to elderly

* 備註：學生會接受急救證書訓練。學生完成訓練並通過考核後，會獲得認可之「急救證書」。
* Remarks: Students will have first aid certificate training. Students will receive a recognised First Aid Certificate upon completing the training and passing the assessment.

44 醫務化驗科學
Medical Laboratory Science

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課程提供機構 Course Provider	香港大學專業進修學院 School of Professional and Continuing Education, The University of Hong Kong (HKU SPACE)
學習範疇 / 課程組別 Area of Studies / Course Cluster	應用科學 / 醫療科學及健康護理 Applied Science / Medical Science and Health Care
課程簡介 Course Introduction	醫務化驗科學是一門應用精密儀器和技術來檢驗人體組織樣本、血液或其他體液樣本的學科。這些檢驗結果可為醫護人員提供關鍵性的資料，作為監察病人的健康狀況、診斷和治療疾病之用。本課程的目的是讓學生認識和學習如何應用科學原理來診斷疾病和進行健康監測，從而培養他們對醫務化驗科學的興趣。學生透過課程中不同形式的活動，可從實踐中有系統地認識有關醫務化驗科學的基礎理論和概念，並學習掌握相關的基礎科學知識和技能，以便他們建立對醫務化驗科學的升學及就業期望。 Medical laboratory science involves the application of sophisticated instruments and techniques in performing complex laboratory procedures on tissue specimens, blood samples or other body fluids. These tests and procedures will provide critical information for medical professionals to monitor a person's health condition, to diagnose and to treat diseases. This course aims to promote students' interest in medical laboratory science through the application of scientific principles in disease diagnosis and health monitoring. Different modes of activities are employed to provide students with a systematic understanding about the context, enabling students to understand the fundamental theories and concepts, to develop their generic skills, and to address their aspirations for further studies and career in medical laboratory science.
授課語言 Medium of Instruction	英文 English
學習活動特色 Learning Activity Highlights	問題為本學習法、實驗、專題研習、小組討論及匯報、實驗室參觀、個案研究、工作坊、行業講座及示範等。 Problem-based learning, practical work, project, group discussions and presentations, laboratory visits, case studies, workshops, professional seminars and demonstrations, etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀與生物科學、生物醫學、食品科學與營養學、環境科學、醫藥科學、健康產品管理、護理學等相關的課程 e.g. courses related to biological science, biomedical science, food science and nutrition, environmental science, pharmaceutical science, health product management, nursing studies **就業出路 Career Pathways** 例如：從事醫務 / 食品測試 / 環境測試 / 微生物測試 / 藥物測試化驗所的助理技術員，醫藥及醫療器材營業員 e.g. trainees in medical / food / environmental / microbiology / pharmaceutical testing labs, sales executives for medical and laboratory equipment
授課安排 Class Arrangements	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年10月 October 2023 中五開課日期 S5 Commencement Date: 2024年10月 October 2024 時間Time: 星期六 Saturday 10:00 am - 1:00 pm / 2:30 pm - 5:30 pm （註：部分課堂上課時間為上午十時至下午五時半，及另有暑期課堂。） (Note: Some lessons are held from 10:00 am to 5:30 pm; and during summer holidays.) 地點Venue: 香港大學專業進修學院（九龍東分校） 九龍九龍灣宏開道28號 HKU SPACE (Kowloon East Campus) 28 Wang Hoi Road, Kowloon Bay, Kowloon　　　　　　　或 OR 香港大學專業進修學院（北角城教學中心） 香港北角英皇道250號北角城中心 HKU SPACE (Fortress Tower Learning Centre) 250 King's Road, North Point, Hong Kong　　　　　　　或 OR 香港大學專業進修學院（港島南分校） 香港薄扶林華林徑3號 HKU SPACE (Island South Campus) 3 Wah Lam Path, Pokfulam, Hong Kong **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2975 5698 電郵 Email: phs.li@hkuspace.hku.hk 課程網址 Course Website: https://hkuspace.hku.hk/apl

1. 醫學實驗室
   Medical Laboratory (18小時hrs)
   - 簡介醫務化驗專業
     Introduction to the medical laboratory technologist profession
   - 醫學實驗室的設施和儀器
     Facilities and Instruments in the Medical Laboratory
   - 醫學實驗室安全
     Medical laboratory safety
   - 實驗室的計算方法
     Laboratory calculations
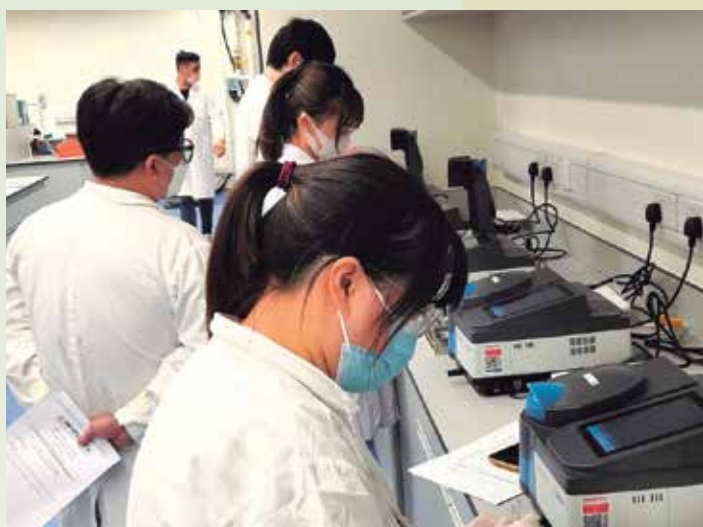
2. 基礎科學知識
   Fundamental Scientific Knowledge (54小時hrs)
   - 人類和細胞生物學
     Human and Cell Biology
   - 應用免疫學
     Applied immunology
   - 遺傳學和分子生物學
     Genetics and molecular biology
   - 分子診斷技術
     Molecular diagnostic techniques

3. 實驗室管理及溝通
   Laboratory Management & Communication (15小時hrs)
   - 實驗室管理簡介
     Introduction to Laboratory Management
   - 實驗室檢測結果的可靠性和質量保證
     Reliability of Laboratory Testing Results and Quality Assurance
   - 標本採集、處理和儲存
     Specimen Collection, Handling, and Storage
   - 醫療保健環境中的溝通技巧
     Communication Skills in the Healthcare setting

4. 醫務化驗測試
   Medical Laboratory Testing (81小時hrs)
   - 臨床生化和毒理學
     Clinical Biochemistry & Toxicology
   - 血液學和血清學
     Hematology & Serology
   - 病理組織學和細胞學
     Histopathology & Cytology
   - 醫學微生物學
     Medical Microbiology

5. 醫學實驗室參觀
   Medical Laboratory Visits (12小時hrs)

課程提供機構 Course Provider	明愛社區書院 Caritas Institute of Community Education (CICE)
學習範疇 / 課程組別 Area of Studies / Course Cluster	應用科學 / 醫療科學及健康護理 Applied Science / Medical Science and Health Care
課程簡介 Course Introduction	本課程旨在讓學生掌握基礎復康護理服務的知識和技術, 為將來進修及投身復康服務行列作準備。課程學習重點包括人體病理生理學、復康實踐原理、物理、職業及言語治療的基本概念等。 This course aims to equip students with the basic knowledge and skills of rehabilitation care, preparing them for further study and career development in the rehabilitation care profession. The content includes human pathophysiology, as well as principles and practice of rehabilitation, physiotherapy, occupational therapy and speech therapy.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	個案研究、模擬練習及角色扮演、復康機構參觀及模擬復康訓練、專題研習及匯報等 Case studies, simulations and role plays, visit to rehabilitation organisation and simulated rehabilitation training, projects and presentations, etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀與物理治療、職業治療、言語治療、護理學、醫學、中醫及生命科學相關的課程 e.g courses related to physiotherapy, occupational therapy, speech therapy, nursing, medicine, Chinese medicine and biological science **就業出路 Career Pathways** 例如：復康助理、復康中心助理、治療師助理及教學助理 專業職位（學位畢業後及有專業註冊）－ 例如：物理治療師、職業治療師、言語治療師及護士 e.g. rehabilitation assistant, assistant of day and rehabilitation centre, therapist assistant and teaching assistant
授課安排 Class Arrangements	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年9月 September 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time: 星期六 Saturday 9:30 am - 12:30 pm / 1:30 pm – 4:30 pm （註：部分課堂將安排於暑假期間進行。） (Note: Lessons will also be scheduled during summer holidays.) 地點Venue: 明愛賽馬會社區書院 – 荃灣 新界荃灣眾安街146號 Caritas Jockey Club Institute of Community Education - Tsuen Wan 146 Chung On Street, Tsuen Wan, N.T. 或 OR 明愛社區書院 – 天后 香港英皇道75至83號聯合出版大廈一樓 Caritas Institute of Community Education - Tin Hau 1/F, SUP Tower, 75-83 King's Road, North Point, Hong Kong 或 OR 明愛社區書院 – 油麻地 九龍油麻地石壁道4號七至九樓 Caritas Institute of Community Education – Yaumati 7-9/F, 4 Cliff Road, Yaumati, Kowloon 或 OR 明愛社區書院 – 粉嶺 新界粉嶺祥華村一號停車場三樓 Caritas Institute of Community Education – Fanling 3/F, Carpark No. 1, Cheung Wah Estate, Fanling, N. T. 或 OR 明愛社區書院 – 屯門 新界屯門湖景邨湖月樓地下21–34室 Caritas Institute of Community Education - Tuen Mun Units 21-34, G/F, Wu Yuet House, Wu King Estate, Tuen Mun, N. T. **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 3610 3700 電郵 Email: dhsm_apl@cice.edu.hk 課程網址 Course Website: http://www.cice.edu.hk/Apl_course.html

1. 香港復康服務概況
   Overview of Rehabilitation Services in Hong Kong
   (6小時hrs)
   - 香港醫療系統的簡介
     Overview of health care system in Hong Kong
   - 香港復康行業的認識
     Understanding rehabilitation industry in Hong Kong
   - 香港復康服務的發展趨勢
     Trend of development of rehabilitation services in Hong Kong

2. 基礎人體生理及病理學
   Basic Human Physiology and Pathology (15小時hrs)
   - 常見的解剖、生理及病理學詞彙
     Common anatomical, physiological and pathological terminologies
   - 人體系統的生理及病理的認識
     Understanding of human physiology and pathology in system-based approach

3. 常見的復康需求與治理
   Common rehabilitation needs and treatments (21小時hrs)
   - 復康護理程序的安全措施
     Safety precautions for rehabilitation care procedures
   - 建立照顧者正確的價值觀
     Building up proper values of caregivers
   - 兒童常見的復康需要及治理
     Common rehabilitation needs and treatments for children
   - 成人常見的復康需要及治理
     Common rehabilitation needs and treatments for adults

4. 物理治療原理與實踐
   Principles and Practice of Physiotherapy (39小時hrs)
   - 物理治療在復康中的角色及功能
     Roles and functions of physiotherapy in rehabilitation
   - 物理治療的基本概念
     Fundamentals of physiotherapy
   - 認識常見的物理治療用具
     Understanding of common equipment for physiotherapy
   - 物理治療在復康上的應用
     Applications of physiotherapy in rehabilitation

5. 職業治療原理與實踐
   Principles and Practice of Occupational Therapy (39小時hrs)
   - 職業治療在復康中的角色及功能
     Roles and functions of occupational therapy in rehabilitation
   - 職業治療的基本概念
     Fundamentals of occupational therapy
   - 認識常見的職業治療用具
     Understanding of common equipment for occupational therapy
   - 職業治療在復康的應用
     Applications of occupational therapy in rehabilitation

6. 言語治療原理與實踐
   Principles and Practice of Speech Therapy (39小時hrs)
   - 言語治療在復康中的角色及功能
     Roles and functions of speech therapy in rehabilitation
   - 言語治療的基本概念
     Fundamentals of speech therapy
   - 認識常見的言語治療用具
     Understanding of common equipment for speech therapy
   - 言語治療在復康的應用
     Applications of speech therapy in rehabilitation

7. 行業參觀及分享
   Industry visits and sharing (6小時hrs)
   - 參觀香港的復康服務機構及復康專業人士的行業分享
     Visits to rehabilitation service organisations in Hong Kong and industry sharing by rehabilitation professionals

8. 專題研習
   Project (15小時hrs)

46 應用心理學
Applied Psychology

課程提供機構 Course Provider	嶺南大學持續進修學院 Lingnan Institute of Further Education (LIFE)
學習範疇 / 課程組別 Area of Studies / Course Cluster	應用科學 / 心理學 Applied Science / Psychology
課程簡介 Course Introduction	本課程為學生提供心理學基礎知識，並介紹各種心理學專業在香港的發展概況。課程涵蓋動機、智力和性格發展、壓力與衝突處理、精神健康或正向心理等心理學範疇。學生完成課程後，應能掌握基本心理學的理論與運用技巧，並應用於個人、社會及專業層面上，同時提升自我了解及促進個人成長。 This course introduces fundamental knowledge of psychology and provides an overview of the profession of psychology in Hong Kong. Diverse areas in psychology, such as motivation, intelligence and personality development, stress and conflict management, mental health or positive psychology will be covered. Students who have completed the course should be able to grasp the foundations of psychology theories and application techniques towards individual, social and professional contexts. Meanwhile, students' self-understanding and personal growth will also be promoted.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	• 透過角色扮演、性格測量、處理動機、壓力和情緒管理、團體動力、個案研究和其它活動體驗心理學的理論如何應用在日常生活中； • 參觀相關機構以了解不同心理學專業；及 • 參加由不同專業的心理學家所舉辦的工作坊及經驗分享。 • With role-plays, personality assessments, manipulating motivation, stress and anger management, group dynamics exercises, case studies and various activities, students can experience how psychology theories are applied into their daily lives; • Site visits to related organisations to enhance understanding of the psychology profession; and • Attend sharing sessions and workshops conducted by various professional psychologists.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀與心理學、社會科學、輔導學、社會工作、人力資源管理、市場策劃相關的課程 e.g. courses related to psychology, social science, counselling, social work, human resources management and marketing **就業出路 Career Pathways** 例如：心理學相關的工作：輔導、社會和福利服務、教育、紀律部隊、就業指導服務、精神復康服務等；及 商業服務相關的工作：管理和行政職位、市場營銷、人力資源和培訓、銷售和客戶服務及保險服務等。 e.g. Careers related to psychology: counselling, social and welfare services, education, disciplinary forces, career guidance, mental health services, etc.; and careers related to business services: management and administrative positions, marketing, human resource and training, sales and customer services and insurance, etc.
授課安排 Class Arrangements	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年9月 September 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time: 逢星期五下午、星期六上午或下午上課，每課3或4小時 Lessons will be held for 3 or 4 hours on Friday afternoons, Saturday mornings or afternoons （註：部分課程將安排於七月暑假期間進行。） (Note: Lessons will also be scheduled during summer holidays in July.) 地點Venue: 屯門嶺南大學劉仲謙樓 Lau Chung Him Building, Lingnan University, Tuen Mun　　或 OR 嶺南大學柏宜教學中心（彌敦道771–775號柏宜中心6樓）/油麻地教育中心/太子教育中心 Lingnan University Union Park Learning Centre (6/F, Union Park Centre, 771-775 Nathan Road) / Yau Ma Tei Education Centre / Prince Edward Education Centre **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2616 7293 電郵 Email: APL@LN.edu.hk 課程網址 Course Website: http://life.LN.edu.hk/life_apl

核心部分 Core Part （144小時hrs）

1. 心理學基礎
   Basic Psychology (39小時hrs)
   a) 心理學定義
      Definition of psychology
   b) 六大心理學主要學派的基礎
      Foundation on six major
      perspectives of psychology
   c) 心理學的研究方法
      Research methods in psychology
   d) 心理學專業的性質
      Nature of psychology professions

2. 動機與學習
   Motivation and Learning (27小時hrs)
   a) 學習過程
      Learning processes
   b) 記憶
      Memory
   c) 人類的需求和動機
      Human needs and motivation
   d) 在個人和職場上提升動機及學習（發
      展在銷售、商業、廣告、運動心理學
      及日常生活的技巧）
      Enhancing motivation and
      learning in personal and
      workplace settings (Develop
      techniques in sales, businesses,
      advertisements, sports
      psychology, and everyday life)

3. 發展心理學
   Developmental Psychology (18小時hrs)
   a) 智能
      Intelligence
   b) 道德發展
      Moral development
   c) 人際依附
      Human attachment
   d) 身份形成
      Identity formation
   e) 人類認知發展
      Human cognitive development

4. 性格心理學
   Personality Psychology (24小時hrs)
   a) 性格結構與發展
      Structure and development of
      personality
   b) 性格評估與解讀
      Personality assessment and
      interpretation
   c) 與不同性格和文化的人溝通
      Interpersonal communication
      involving different personality and
      culture
   d) 性格與職業選擇
      Personality and career choices

5. 社會心理學
   Social Psychology (18小時hrs)
   a) 社會知覺與認知
      Social perception and cognition
   b) 社會因素對行為的影響
      Social influences on behaviour
   c) 團隊合作與領導的小組動力
      Group dynamics in teamwork
      and leadership

6. 衝突與壓力管理
   Conflicts and Stress Management
   (18小時hrs)
   a) 衝突和偏見的成因
      Causes of conflicts and
      prejudice
   b) 解決衝突的策略
      Strategies for conflict resolution
   c) 情緒、醒覺及行動理論
      Theories of emotion, arousal,
      and actions
   d) 壓力的概念
      Concepts of stress
   e) 壓力與睡眠
      Stress and sleeping
   f) 壓力的主要來源及處理策略
      Major sources of stress and
      coping strategies

選修部分 Elective Part （36小時hrs）

7A. 精神健康導論
Foundations of Mental Health (36小時hrs)
- 精神健康的基本概念
  Basic concepts of mental health
- 成因、診斷及治療精神失調的方法
  Causes, diagnosis and treatment approaches of mental disorders
- 心理治療
  Psychotherapies
- 精神健康涉及的道德議題
  Ethical issues in mental health
- 對精神病患及康復者的照顧
  Care for mentally ill and ex-mentally ill

或OR

7B. 正向心理學導論
Foundations of Positive Psychology
(36小時hrs)
- 正向心理學簡介
  Introduction to positive psychology
- 快樂及主觀幸福感
  Happiness and subjective wellbeing
- 優勢與德行
  Strengths and virtues
- 幸福五元素模型
  The PERMA model

47 實用心理學
Practical Psychology

課程提供機構 Course Provider	香港浸會大學持續教育學院 School of Continuing Education, Hong Kong Baptist University (HKBU (SCE))
學習範疇 / 課程組別 Area of Studies / Course Cluster	應用科學 / 心理學 Applied Science / Psychology
課程簡介 Course Introduction	本課程讓學生從實踐中探索心理學的基礎概念，適合有興趣了解心理學概況並有意進修其他心理學課程的學生修讀。內容包括基礎心理學、生命全程的發展、性格、社會心理學、異常行為與正向心理學等。學生完成課程後，可掌握基本的心理學知識與應用，於生活及社交中促進個人成長，為將來從事與心理服務相關的工作及升學作準備。 This course is a broad-based introduction to psychology in everyday life. It is suitable for students who are interested in further studies in psychology. Topics include foundation of psychology, lifespan development, personality, social psychology, abnormal behaviors and positive psychology. Upon completion, students will be able to apply basic concepts in both personal and social contexts. Students will go through a journey of personal growth and be ready for further studies and career development in psychology-related fields.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	參觀兒童、青年、成人和長者心理健康和社會服務機構、心理學實驗室例如兒童觀察室、輔導心理學實習室及心理測驗室；參與互動學習包括性格測試、小冊子製作、短片個案討論、角色扮演及小組活動。 Site visits to various psychological and social services organisations serving children, youth, adults and older adults, psychology experimental laboratories such as children observation room, counselling room and psychology test laboratory; interactive learning activities including personality questionnaires, leaflet production, case studies, role plays and group activities.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀與心理學、社會工作、輔導、醫療保健、教育、商業、人力資源管理和社會科學的課程 e.g. courses related to psychology, social work, counselling, heath care, education, business, human resources management and social science **就業出路 Career Pathways** 例如：從事與心理學、社會服務、醫療保健、教育、人事管理和客戶服務相關的工作 e.g. careers related to psychology, social services, health care, education, human resources and customer services
授課安排 Class Arrangements 	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年9月/10月 September / October 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time: 星期六 Saturday 10:00 am – 1:00 pm / 2:00 pm – 5:00 pm （註一：部分課堂於上午十時至下午五時進行。） （註二：部分課堂將安排於暑假期間進行。） (Note 1: Some lessons will last from 10:00am to 5:00pm.) (Note 2: Lessons will also be scheduled during summer holidays.) 地點Venue: 香港浸會大學持續教育學院教學中心 HKBU(SCE) Learning Centres **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 3411 5482 電郵 Email: jennie@hkbu.edu.hk 課程網址 Course Website: www.sce.hkbu.edu.hk/

1. 心理學導論
   Introduction to Psychology (30小時hrs)
   - 心理學的基本概念和專業發展
     Basic concepts and professional development in psychology
   - 心理學的生物基礎
     Biological base of psychology
   - 感覺與知覺
     Sensation and perception
   - 記憶、思考與智力
     Memory, thoughts and intelligence
   - 意識狀態與情感
     Consciousness and emotions

2. 生命全程的發展
   Lifespan Development (30小時hrs)
   - 遺傳與環境
     Heredity and environment
   - 嬰幼兒和兒童期的生理、認知及社會情緒發展
     Physical, cognitive and socioemotional development of infancy and childhood
   - 青少年期的生理、認知及社會情緒發展
     Physical, cognitive and socioemotional development of adolescence
   - 成年期的生理、認知及社會情緒發展
     Physical, cognitive and socioemotional development of adulthood

3. 性格和學習
   Personality and Learning (30小時hrs)
   - 自我認識：性格理論及評估
     Understand self through personality theories and assessment
   - 性格形成及發展
     Personality formation and development
   - 學習原則與理論
     Principles and theories of learning
   - 學習、動機與行為矯正
     Learning, motivation and behavior modification

4. 社會心理學和異常行為
   Social Psychology and Abnormal Behaviors (30小時hrs)
   - 認識社交行為與互動
     Understanding social behaviors and interaction
   - 偏見與歧視
     Prejudice and discrimination
   - 吸引與愛情
     Attraction and love
   - 壓力管理與精神健康
     Stress management and mental health
   - 常見心理疾患障礙和治療方法
     Common psychological disorders and treatment

5. 健康和正向心理學
   Health and Positive Psychology (30小時hrs)
   - 健康和壓力
     Health and stress
   - 建立健康生活模式
     Develop healthy lifestyle
   - 認識正向心理學的發展
     Understanding the development of positive psychology
   - 認識幸福、快樂和品格優點
     Understanding well-being, happiness, and character strengths

6. 體驗式學習
   Experiential Learning Programme (30小時hrs)
   - 認識香港精神健康
     Understanding about mental health in Hong Kong
   - 香港常見之精神健康問題
     Common mental health problems in Hong Kong
   - 香港心理與社會服務
     Introduction to psychological and social services in Hong Kong
   - 參觀香港的心理與社會服務機構
     Site visits to psychological and social welfare organisations in Hong Kong
   - 設計和製作一本心理健康小冊子
     Design and production of a psychological well-being leaflet

課程提供機構 Course Provider	香港專業進修學校 Hong Kong College of Technology (HKCT)
學習範疇 / 課程組別 Area of Studies / Course Cluster	應用科學 / 運動 Applied Science / Sports
課程簡介 Course Introduction	本課程旨在透過運動及體適能技巧活動，讓學生掌握運動科學、體適能與健康及體適能測試與評估的基礎知識。透過實用教練學的訓練，及綜合運動及體適能的知識和技能，設計及執行運動及體適能訓練活動，課程不但提升學生對運動及體適能相關課題的興趣，而且加強他們與職業相關的能力、基礎技能、思考能力、人際關係、價值觀和態度，為未來升學及就業做好準備。 This course aims to equip students with the foundation knowledge in the areas of exercise science, fitness and health as well as the fitness testing and assessment through the practice of exercise and fitness skills. Through training in coaching, and integrating the foundation knowledge and skills to design and implement an exercise and fitness training activity. This course not only arouses students' learning interest in exercise and fitness related topics, but also enhances their career-related competencies, foundation skills, thinking skills, people skills, and values and attitudes, preparing them for further studies and career development.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	運動技巧訓練、體適能測試與評估、運動及體適能活動設計等 Exercise training, fitness testing and assessment, exercise and fitness training planning etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	升學路向 Further Studies 例如：升讀與運動教練或運動管理相關課程 eg. courses related to sports coaching or sports management 就業出路 Career Pathways 例如：運動教練、體適能導師、運動項目主任、運動幹事、康體設施管理人員 e.g. career in field of sports coaches, fitness instructors, sports event officers, sports programme executive, recreation and sports facilities managers
授課安排 Class Arrangements	模式一 Mode 1 中四開課日期 S4 Commencement Date: 2023年9月 September 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time: 星期六 Saturday 9:00 am - 1:00 pm / 2:00 pm - 6:00 pm （部分課堂將於暑假期間進行及全日上課。） (Lessons will also be scheduled during summer holidays and will be arranged as full day lessons.) 地點Venue: 香港專業進修學校（港專賽馬會馬鞍山校園） 新界馬鞍山耀安邨 Hong Kong College of Technology (HKCT Jockey Club Ma On Shan Campus) Yiu on Estate, Ma on Shan, Sha Tin, New Territories 及 AND 香港專業進修學校（港專賽馬會本科校園） 新界沙田馬鞍山鞍誠街2號 Hong Kong College of Technology (HKCT Jockey Club Undergraduate Campus) 2 On Shing Street, Ma On Shan, Sha Tin, New Territories 模式二 Mode 2 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2265 6986 / 2926 1222 電郵 Email: apl@hkct.edu.hk / enquiry@hkct.edu.hk 課程網址 Course Website: www.hkct.edu.hk/apl

1. 體適能與健康
   Fitness and Health (20小時hrs)
   - 運動、健康及體適能
     Exercise, health and fitness
   - 身體肥瘦組合
     Body composition
   - 心肺耐力適能
     Cardio-respiratory endurance fitness
   - 柔軟度及肌肉適能
     Flexibility and muscular fitness
   - 壓力處理方法
     Stress management
   - 體適能鍛鍊的風險管理
     Risk management of fitness training

2. 體適能測試與評估
   Fitness Testing and Assessment
   (20小時hrs)
   - 體適能測試之功用
     Functions of fitness tests
   - 體適能測試項目分類
     Classification of fitness tests
   - 評估準則
     Assessment standards
   - 實務技能
     Practical skills

3. 運動科學
   Exercise Science
   (20小時hrs)
   - 人體解剖學
     Human anatomy
   - 能量系統
     Energy system
   - 運動訓練生理反應
     Exercise training adaptations
   - 運動技能學習
     Exercise skills learning
   - 營養與運動表現
     Nutrition and exercise performance

4. 功能性訓練
   Functional Training (20小時hrs)
   - 基礎動作模式
     Basic movement
   - 推拉力量訓練
     Push-pull strength training
   - 代謝式阻力訓練
     Metabolic resistance training
   - 核心訓練
     Core training
   - 增強式訓練
     Enhanced training

5. 瑜伽
   Yoga (20小時hrs)
   - 動作及規範
     Movement and specifications
   - 呼吸技巧
     Breathing skills
   - 各種動作對運動表現的正面影響
     Positive effects of various
     movements on performance
   - 飲食習慣
     Eating habits

6. 球類運動
   Selected Ball Game (20小時hrs)
   - 專項熱身及調整
     Warm-up and adjustment
   - 個人進攻及防守
     Individual offense and defense
   - 小組進攻及防守
     Team offense and defense
   - 訓練安排及指導技巧
     Training arrangement and
     coaching skills
   - 球例及規則
     Rules and regulations

7. 實用教練學
   Practical Coaching (36小時hrs)
   - 教練角色及職責
     Roles and responsibilities of
     coaching
   - 教練的溝通技巧
     Communication skills for coaching
   - 基本管理技巧
     Basic management skills
   - 表現分析
     Performance analysis
   - 運動心理學在教練中的應用
     Application of exercise psychology
     in coaching
   - 設計訓練計劃
     Training session planning

8. 訓練設計及執行
   Training Planning and Implementation
   (24小時hrs)
   - 分析及設定訓練目的
     Anal:ising and setting training
     objectives
   - 設計及制定教案
     Designing and planning a training
     session
   - 試教活動
     Coaching practice

49 運動科學及體適能
Exercise Science and Health Fitness

課程提供機構 Course Provider	香港浸會大學持續教育學院 School of Continuing Education, Hong Kong Baptist University (HKBU (SCE))
學習範疇 / 課程組別 Area of Studies / Course Cluster	應用科學 / 運動 Applied Science / Sports
課程簡介 Course Introduction	本課程讓學生從實踐中認識運動科學與體適能的基礎元素，其中包括體適能訓練及評估、運動及康樂活動管理、營養學及健康等。學生完成課程後，可掌握基本的運動科學知識及教練技巧，為將來從事與體育及康樂相關的工作及升學作準備。 This course equips students with knowledge about the basic elements in exercise science and health fitness through practice, including fitness training and assessment, sports and recreation management, nutrition and health, etc. Students who have completed the course will acquire a basic understanding of exercise science and coaching techniques for further studies and career development in sports and recreation related industries.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	體適能訓練、體適能活動及康樂活動管理、實地考察等 Fitness training, fitness programmes and recreation activities management, site visits, etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀與運動科學、運動教練、體育及康樂管理相關的課程 e.g. courses related to sports science, sports coaching, physical education, recreation management **就業出路 Career Pathways** 例如：從事與運動教練、體適能、體育、康樂管理及體育行政相關的工作 e.g. careers in the fields of sports coaching, health fitness, physical education, recreation management, sports administration
授課安排 Class Arrangements	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年9月/10月 September / October 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time:　星期六 Saturday 10:00 am - 1:00 pm / 2:00 pm - 5:00 pm 　　　　　（註一：部分課堂於上午十時至下午五時進行。） 　　　　　（註二：部分課堂將安排於暑假期間進行。） 　　　　　(Note 1: Some lessons will last from 10:00 am to 5:00 pm.) 　　　　　(Note 2: Lessons will also be scheduled during summer holidays.) 地點Venue:　香港浸會大學持續教育學院教學中心 　　　　　HKBU(SCE) Learning Centres **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 3411 5482 電郵 Email: jennie@hkbu.edu.hk 課程網址 Course Website: www.sce.hkbu.edu.hk/

必修部分 Core Part (165小時hrs)

1. 香港運動及康樂發展
   Sports and Recreation Development in Hong Kong
   (15小時hrs)

2. 運動心理學、教練操守及團隊建立
   Exercise Psychology, Coaching Ethics and Team
   Building (24小時hrs)

3. 營養學及健康
   Nutrition and Health (24小時hrs)

4. 當代運動及康樂活動管理
   Contemporary Sports and Recreation Management
   (27小時hrs)

5. 運動創傷的預防及基本處理
   Prevention and Basic Treatment in Sports Injuries
   (18小時hrs)

6. 體適能訓練及評估
   Physical Training and Fitness Assessment (30小時hrs)

7. 教練技巧及小組運動實習課
   Coaching Techniques and Group Exercise Practicum
   (27小時hrs)

選修部分 Elective Part (15小時hrs)

8A. 實習課 — 精英運動訓練設計
   Practicum: Design of Elite Sports Training
   - 精英運動的訓練
     Training of elite sports
   - 專業運動員的生活模式及態度
     Lifestyle and attitude of professional athletes
   - 精英運動訓練研究
     Research on elite training
   - 演說技巧
     Presentation skills

或OR

8B. 實習課 — 社區運動訓練設計
   Practicum: Sports Coaching in Community
   - 社區運動的訓練
     Coaching in community sports
   - 積極健康生活習慣的推廣
     Promotion of active and healthy lifestyle
   - 社區運動訓練研究
     Research on community sports
   - 演說技巧
     Presentation skills

50 智能數碼建築
Digital Construction

課程提供機構 Course Provider	職業訓練局 Vocational Training Council (VTC)
學習範疇 / 課程組別 Area of Studies / Course Cluster	工程及生產 / 土木、電機及機械工程 Engineering and Production / Civil, Electrical and Mechanical Engineering
課程簡介 Course Introduction	本課程讓學生在模擬環境下學習建造業和建築科技的概況，及其最新的本地和環球趨勢，和了解專業操守與責任、職業安全及可持續發展的應用。學生可透過不同的互動學習活動，掌握建造管理及土木工程的理論及應用。 Through a simulated learning environment, students will learn the general profile of the construction industry and construction technology, and its latest local and global development. They will understand the work ethics and responsibilities, occupational safety as well as sustainable development applications. Through interactive learning activities, students will acquire the theories and applications of building studies and civil engineering.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	講授及示範、小組討論及匯報、實驗、個案研究、參觀建築相關設施、實務訓練、專題研習等 Lectures with demonstrations, group discussions and presentations, experiments, case studies, visits to construction related facilities, practical training, projects, etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	升學路向 Further Studies 例如：建築設計與科技、建築及室內設計、測量、土木工程、項目管理、屋宇裝備工程、產業管理、環境工程、機電工程、屋宇自動化工程 e.g. architectural technology and design, architecture and interior design, surveying, civil engineering, project management, building services engineering, property and facilities management, environmental engineering, electrical and mechanical services engineering, building automation engineering 就業出路 Career Pathways 例如：建築設計技術員、建築信息模擬技術員、室內設計師、監工、測量技術員、項目統籌主任、設施管理人員、物業管理人員及屋宇裝備工程人員 e.g. architectural technician, BIM technician, interior designer, building inspector, surveying officer, project coordinator, facilities management officer, property management officer and building services engineering officer
授課安排 Class Arrangements	模式一 Mode 1 中四開課日期 S4 Commencement Date: 2023年9月 September 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time: 星期六 Saturday 9:00 am – 12:00 pm / 2:00 pm – 5:00 pm （註：部分課堂或安排於暑假期間進行。） (Note: Lessons may also be scheduled during summer holidays.) 地點Venue: 香港專業教育學院（屯門） 新界屯門青雲路18號 Hong Kong Institute of Vocational Education (Tuen Mun) 18 Tsing Wun Road, Tuen Mun, New Territories 或 OR 香港專業教育學院（青衣） 新界青衣島青衣路20號 Hong Kong Institute of Vocational Education (Tsing Yi) 20 Tsing Yi Road, Tsing Yi Island, New Territories 模式二 Mode 2 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2836 1264 電郵 Email: apl-enquiry@vtc.edu.hk 課程網址 Course Website: https://www.vtc.edu.hk/apl/b5/index.html

1. 認識建造業
    Understanding Construction Industry (36小時hrs)
    - 建造業概述
      Overview of construction industry
      - 建造工程種類
        Types of construction works
      - 建築項目的主要團體
        Key parties in construction projects
      - 建築行業技術
        Skills of construction trades

2. 建築科技概覽
    Introduction to Construction Technology (36小時hrs)
    - 建築創新及技術
      Construction innovation and technology
    - 創新施工方法及技術
      Innovative construction methods and technology
      - 「組裝合成」建築法(MiC)
        Modular integrated construction (MiC)
      - 可供製造及裝配的設計(DfMA)
        Design for manufacture and assembly (DfMA)
      - 數碼工程監督系統(DWSS)
        Digital works supervision system (DWSS)
    - 建築自動化
      Automation in construction
      - 建築自動化的概念與實踐
        Concept and implementation of automation in construction
      - 人工智能及機械人在建造業的應用
        Application of AI and robotics in construction

3. 建築軟件及工具的應用
    Application of Construction Software and Equipment (48小時hrs)
    - 建築軟件及工具應用
      Application of construction software and equipment
      - 建築信息模擬 (BIM) 的應用
        Application of building information modelling (BIM)
      - 小型無人機 (SUA) 的應用
        Application of small unmanned aircraft (SUA) in construction
      - 3D 打印在建造業的應用
        Application of 3D printing in construction

4. 建築科技專題研習
    Construction Technology Project (60小時hrs)
    - 專題研習簡介及情境
      Project brief and scenario
    - 建築項目策劃
      Construction project planning
    - 建築項目工作流程
      Construction project schedule
    - 資源分配
      Resources allocation
    - 建構技術解決方案
      Formulation of technology solutions
    - 評估及執行
      Evaluation and implementation
    - 撰寫報告
      Report writing

課程提供機構 Course Provider	職業訓練局 Vocational Training Council (VTC)
學習範疇 / 課程組別 Area of Studies / Course Cluster	工程及生產 / 土木、電機及機械工程 Engineering and Production / Civil, Electrical and Mechanical Engineering
課程簡介 Course Introduction	本課程讓學生在模擬環境下學習電機及能源工程業的概況，及其最新的本地和環球趨勢。學生能了解專業操守與責任、職業安全及可持續發展技術的應用。學生可透過多元化學與教活動，掌握電機及能源工程的理論及應用。 Through a simulated learning environment, students will learn the general profile of the electrical and energy engineering industry, and its latest local and global development. They will understand the work ethics and responsibilities, occupational safety as well as technologies for sustainable development applications. Through diversified learning and teaching activities, students will acquire the theories and applications of electrical and energy engineering.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	講授及示範、小組討論及匯報、實驗、個案研究、參觀有關發電及能源效益的設施、實務訓練、專題研習等 Lectures with demonstrations, group discussions and presentations, experiments, case studies, visits to facilities relating to power generation and energy efficiency, practical training, project learning, etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀與電機工程、電腦及電子工程、屋宇裝備工程、機械工程、環保與管理、環境工程及能源管理相關的課程 e.g. courses related to electrical engineering, computer and electronic engineering, building services engineering, mechanical engineering, environmental protection and management, environmental engineering and energy management **就業出路 Career Pathways** 例如：從事相關領域和行業的職業，如學徒、技術助理、見習技術員、見習技術主任、技術員、技術主任、工作主管及助理電氣督察 e.g. careers in the related fields and industries by taking up positions such as craft apprentice, technician apprentice, technical assistant, technical trainee, technical officer trainee, technician, technical officer, work supervisor and assistant inspector
授課安排 Class Arrangements	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年9月 September 2023 中五開課日期 S5 Commencement Date: 2024年9月 September 2024 時間Time: 星期六 Saturday 9:30 am – 12:30 pm / 1:30 pm 或 OR 星期六 Saturday 1:30 pm – 4:30 pm / 5:30 pm （註：部分課堂或安排於暑假期間進行。） (Note: Lessons may also be scheduled during summer holidays.) 地點Venue: 香港專業教育學院（黃克競） 九龍長沙灣荔枝角道702號 Hong Kong Institute of Vocational Education (Haking Wong) 702 Lai Chi Kok Road, Cheung Sha Wan, Kowloon **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2836 1264 電郵 Email: apl-enquiry@vtc.edu.hk 課程網址 Course Website: www.vtc.edu.hk/apl

1. 電機及能源工程概覽
   Overview of Electrical and Energy Engineering (36小時hrs)
   - 行業概況
     Industry profile
   - 電力條例（第406章）概覽
     Overview of electricity ordinance (Chapter 406)
   - 電力能源於日常生活的應用
     Utilisation of electrical energy in daily life
   - 電機工程基礎理論
     Fundamental electrical engineering principles

2. 電力能源應用
   Utilisation of Electrical Energy (72小時hrs)
   - 基礎電子學原理
     Fundamental electronic principles
   - 電力能源控制系統
     Electrical energy in control
   - 電力供應系統及各類用電價目
     Electricity supply system and tariff
   - 本地及環球供電市場及趨勢
     Local and global trend of power industry and market
   - 註冊電業工程人員及承辦商條例
     Electricity Ordinance on Registered Electrical Worker (REW)/
     Registered Electrical Contractor (REC) and Work Completion
     Certificate (WR1)/ Periodic Test Certificate (WR2)
   - 基本電力裝置及職業安全
     Basic electrical installation and occupational safety

3. 能源及效益
   Energy Resources and Efficiency (72小時hrs)
   - 天然能源
     Natural energy resources
   - 經濟調度
     Economic dispatch
   - 能源審核概念
     Concept of energy audit
   - 智能科技與能源效益提升
     Smart technologies to enhance energy efficiency
   - 專題習作（選修課題任擇其一）
     Implementation project (choose one of the elective topics)
     (1) 再生能源系統
         Renewable energy system
     (2) 智能科技與能源效益
         Smart technologies and energy efficiency
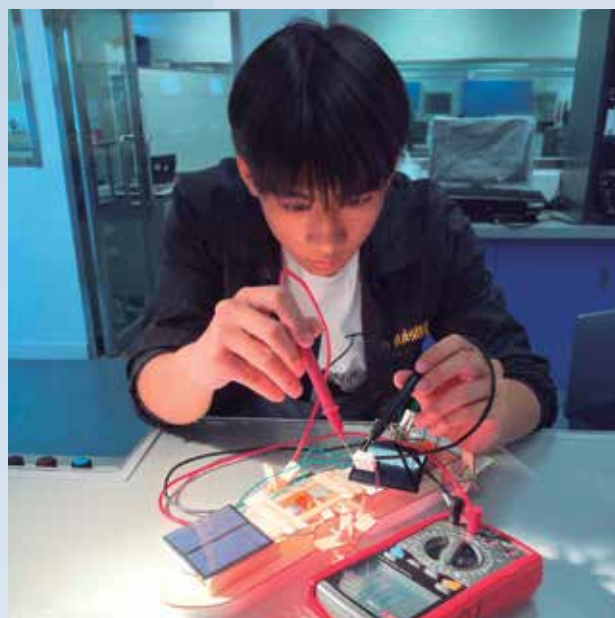
52 人工智能與機械人
AI and Robotics

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課程提供機構 Course Provider	香港大學專業進修學院 School of Professional and Continuing Education, The University of Hong Kong (HKU SPACE)
學習範疇 / 課程組別 Area of Studies / Course Cluster	工程及生產 / 資訊工程 Engineering and Production / Information Engineering
課程簡介 Course Introduction	本課程旨在向學生介紹人工智能的概念和機械人技術發展，並通過相關的簡單原型設計與應用，提升他們對新興技術發展的認知。課程內容包括機械人的基礎（由設計到驅動）、人工智能編程、其應用和社會議題，以及自動化和系統集成，為有興趣進一步修讀相關學科及從事相關行業的學生做好準備。 This course is designed to introduce students the concept of artificial intelligence and robotics technology development and enhance their awareness of the emerging technology development through building relevant simple prototype and applications. The curriculum covers the fundamentals of robotics (from design to the movement of robots), artificial intelligence programming, their applications and issues in society, as well as automation and system integration. This is to prepare students to further study and pursue a career in the industry.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	問題為本學習、小組討論、小組匯報、案例研究、實地考察、實踐練習、業界講座及示範等 Problem-based learning, group discussions, group presentations, case studies, site visits, practical exercises and Industry talks, etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀與人工智能、機械人學、工程學、資訊科技相關的課程 e.g. courses related to artificial intelligence, robotics, engineering, information technologies **就業出路 Career Pathways** 例如：初級軟件工程師（機械人系統）、 初級工程人員（人工智能和機械人）、 初級產品工程師 e.g. junior software engineer (robotics system), junior engineering officer (artificial intelligence and robotics), junior product engineer
授課安排 Class Arrangements	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年10月 October 2023 中五開課日期 S5 Commencement Date: 2024年10月 October 2024 時間Time:　星期六 Saturday　9:30 am – 12:30 pm / 1:30 pm – 4:30 pm （註：(1)部分課堂將於上午九時半至下午四時半進行。(2)暑期課堂的安排著重工作坊實習及實地考察。暑假期間的上課時間為上午九時半至下午四時半。） (Note: (1) Some classes will be held from 9:30 am to 4:30 pm. (2) Summer lessons will focus on workshop practices and site visits. Lessons from 9:30 am to 4:30 pm during summer holidays.) 地點Venue:　香港大學專業進修學院（九龍東分校） 　　　　　九龍九龍灣宏開道28號 　　　　　HKU SPACE (Kowloon East Campus) 　　　　　28 Wang Hoi Road, Kowloon Bay, Kowloon　　　或 OR 　　　　　香港大學專業進修學院（北角城教學中心） 　　　　　香港北角英皇道250號北角城中心 　　　　　HKU SPACE (Fortress Tower Learning Centre) 　　　　　250 King's Road, North Point, Hong Kong **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2587 3234 電郵 Email: sw2.chan@hkuspace.hku.hk 課程網址 Course Website: https://hkuspace.hku.hk/apl
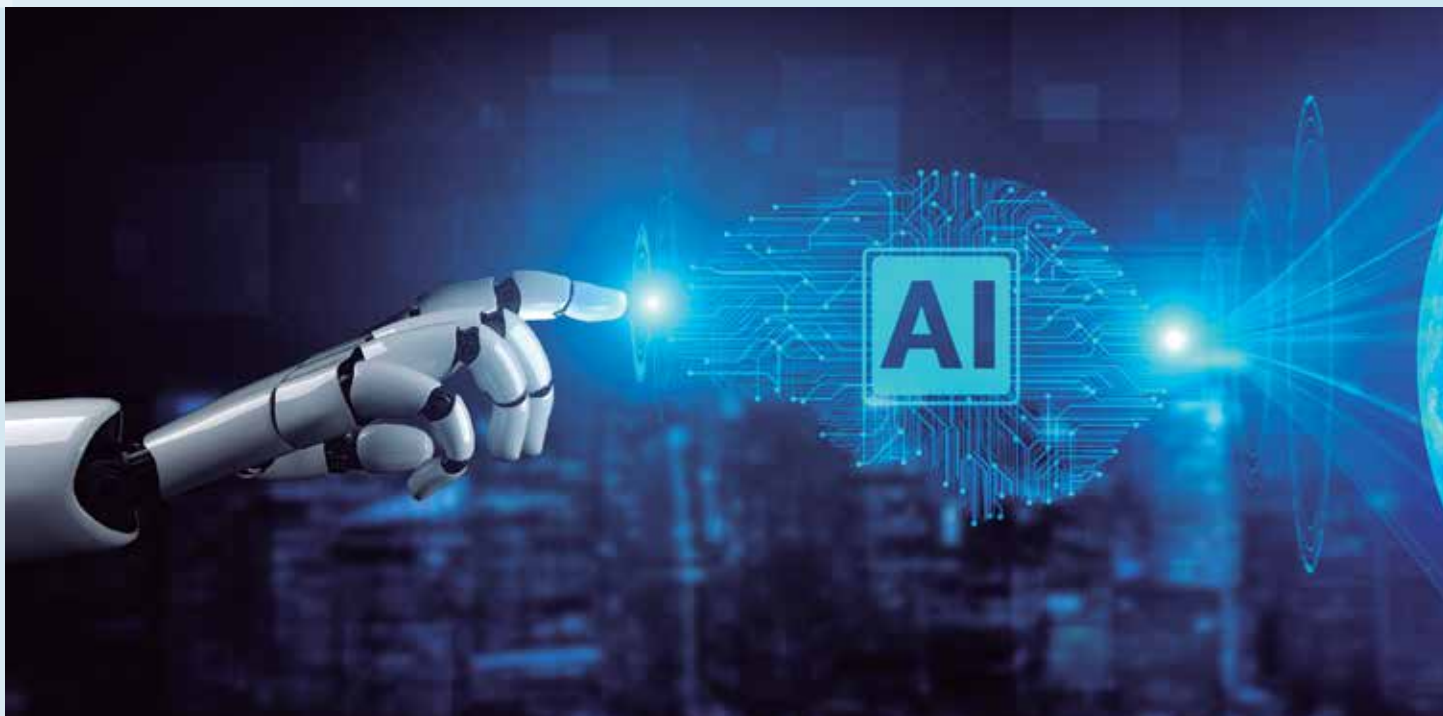
1. 人工智能理論與實踐
   Theory and Practice of Artificial Intelligence (45小時hrs)
   - 人工智能(AI)和機械人技術概述
     Overview of artificial intelligence (AI) and robotics technology
   - 機器學習(Machine Learning)基礎
     Fundamentals of machine learning
   - 人工智能機械人視覺導論
     Introduction to artificial intelligence robotics vision
   - 人工智能的道德和法律議題
     Ethical and legal issues of artificial intelligence

2. 機械人及機電一體化
   Robot and Mechatronic (60小時hrs)
   - 逆運動學和定位概念
     Concepts of inverse kinematics and localisation
   - 機械人設計概念
     Robot design concept
   - 檢測裝置，移動性和運動
     Detection device, mobility and locomotion
   - 人機介面基礎
     Fundamentals of human-machine interface

3. 機械人應用開發的人工智能
   Artificial Intelligence in Robotic Application Development
   (75小時hrs)
   - 應用大數據和人工智能於機械人設計
     Application of big data and artificial intelligence in robot Design
   - 決策系統開發
     Decision-making system development
   - 故障檢測，糾正和恢復
     Fault detection, rectification and recovery
   - 機械人的人工智能技術要求
     Technical requirements for artificial intelligence in
     robotics
   - 通過人工智能控制機械人
     Robotics control through artificial intelligence

53 電腦鑑證科技
Computer Forensic Technology

課程提供機構 Course Provider	香港大學專業進修學院 School of Professional and Continuing Education, The University of Hong Kong (HKU SPACE)
學習範疇 / 課程組別 Area of Studies / Course Cluster	工程及生產 / 資訊工程 Engineering and Production / Information Engineering

課程簡介
Course Introduction

資訊科技發展一日千里，各行各業對資訊科技的需求只升不跌，要在日新月異的資訊科技設備中搜集證據實在不易。本課程目的是培養中學生對電腦鑑證的興趣，使他們認識一套識別、保存、分析和匯報數碼證據的程序。本課程內容包括電腦鑑證基礎、電腦鑑證工具和應用、數碼證據處理方法及電腦鑑證技術相關的社會和道德議題，幫助學生進一步修讀相關課程及從事資訊科技行業做好準備。

The rapid development of information technology has been followed by a huge demand in computer devices. To collect digital evidence in a rapidly changing computer environment is not easy. This course is designed to nurture secondary school students' interest in computer forensic technology and equip them with the knowledge of authentication, preservation, analysis and examination of digital evidence. This course covers Introduction to Computer Forensics, Computer Forensics Tools and Applications, Digital Evidence Handling, and Social and Ethical Issues in Computer Forensics. It aims to prepare students for further studies and career development in the IT industry.

授課語言
Medium of Instruction

中文 或 英文
Chinese or English

學習活動特色
Learning Activity Highlights

問題為本學習、小組討論、簡報匯報、個案研究、實地考察、電腦鑑證專題習作、行業講座及示範等
Problem-based learning, group discussions, PowerPoint presentations, case studies, site visits, Computer Forensic Project, seminars and demonstrations by industry practitioners, etc.

升學路向及就業出路
Articulation to Further Studies and Career Pathways

升學路向 Further Studies
例如：升讀與資訊科技及計算機科學相關的課程
e.g. courses related to information technology and computer science

就業出路 Career Pathways
例如：初級電腦網絡管理員、數據恢復技術員
e.g. junior computer network administrator, data recovery technician

授課安排
Class Arrangements

模式一 Mode 1
中五開課日期 S5 Commencement Date: 2024年10月 October 2024
時間Time:　星期六 Saturday　9:30 am – 12:30 pm 及 1:30 pm – 4:30 pm
（註：暑期課堂的安排著重工作坊實習及實地考察。暑假期間的上課時間為09:30-16:30。）
(Note: Summer lessons will focus on workshop practices and site visits. Lessons from 09:30 to 16:30 during summer holidays.)
地點Venue:　香港大學專業進修學院保良局何鴻燊社區書院
香港銅鑼灣禮頓道66號
HKU SPACE Po Leung Kuk Stanley Ho Community College (HPSHCC) Campus
66 Leighton Road, Causeway Bay, Hong Kong

模式二 Mode 2
課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。
Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.

查詢
Enquiries

電話 Tel: 3762 0051
電郵 Email: d.chau@hkuspace.hku.hk
課程網址 Course Website: https://hkuspace.hku.hk/apl

1. 電腦鑑證入門
   Introduction to Computer Forensics (30小時hrs)
   - 網絡安全風險及電腦鑑證原理
     Cyber security risks and principles of computer forensics
   - 常見電腦組件及架構
     Common computer components and architectures
   - 數碼證據的重要性和作用
     Function and importance of digital evidence
   - 電腦鑑證的實際角色
     Roles of computer forensics

2. 電腦鑑證工具和應用
   Computer Forensics Tools and Applications (60小時hrs)
   - 數碼證據簡介
     Introduction to digital evidence
   - 數據採集簡介
     Introduction to data acquisition
   - 電腦安全簡介
     Introduction to computer security
   - 蒐集數碼證據
     Capturing digital data

3. 數碼證據處理方法
   Digital Evidence Handling (60小時hrs)
   - 管理和保存數碼證據
     Digital evidence management and preservation
   - 數碼證據匯報
     Digital evidence presentation
   - 模擬電腦鑑證案例
     Simulated computer forensic cases

4. 電腦鑑證相關的社會和道德議題
   Social and Ethical Issues in Computer Forensics
   (30小時hrs)
   - 網絡空間的社會問題和威脅
     Social issues and threats in cyberspace
   - 行業道德守則和專業責任
     Code of ethics and professional responsibility
   - 網絡安全的發展趨勢和問題
     Cyber security development trends and issues

54 電競科技與管理
eSports Technology and Management

課程提供機構 Course Provider	香港大學專業進修學院 School of Professional and Continuing Education, The University of Hong Kong (HKU SPACE)
學習範疇 / 課程組別 Area of Studies / Course Cluster	工程及生產 / 資訊工程 Engineering and Production / Information Engineering
課程簡介 Course Introduction	本課程旨在為學生提供電子競技技術領域的基礎知識和技能，課程涵蓋了廣泛的學習領域，包括電子競技業務發展，電競設備和網絡基建設置，數碼內容製作及電子競技賽事管理，以幫助他們進一步修讀相關學科及從事電子競技行業做好準備。 This course aims at providing students with fundamental knowledge and skills in the field of eSports technology. The curriculum covers a wide range of study areas including eSports business development, devices and network infrastructure for eSports, digital content production and eSports event management. This is to prepare students to further study in relevant discipline and pursue a career in the eSports industry.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	問題為本學習、小組討論、小組匯報、案例研究、實地考察、模擬練習、業界講座及示範等 Problem-based learning, group discussions, group presentations, case studies, site visits, simulation exercises, industry talks and demonstrations, etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀與電競、數碼媒體及娛樂、工商管理、體育及康樂管理、資訊科技相關的課程 e.g. courses related to eSports, digital media and entertainment, business management, sports and recreation management, IT **就業出路 Career Pathways** 例如：電競初級活動策劃員及市場營銷人員、電競比賽旁述人員、初級技術支援人員 e.g. eSports junior event planners & marketing officers, eSports competition narrators, junior technical support officers
授課安排 Class Arrangements	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年10月 October 2023 中五開課日期 S5 Commencement Date: 2024年10月 October 2024 時間Time: 星期六 Saturday 10:00 am – 1:00 pm / 2:00 pm – 5:00 pm （註：(1)部分課堂將於上午十時至下午五時進行。(2)暑期課堂的安排著重工作坊實習及實地考察。暑假期間的上課時間為上午十時至下午五時。） (Note: (1) Some classes will be held from 10:00 am to 5:00 pm. (2) Summer lessons will focus on workshop practices and site visits. Lessons from 10:00 am to 5:00 pm during summer holidays.) 地點Venue: 香港大學專業進修學院（九龍東分校） 九龍九龍灣宏開道28號 HKU SPACE (Kowloon East Campus) 28 Wang Hoi Road, Kowloon Bay, Kowloon 或 OR 香港大學專業進修學院（北角城教學中心） 香港北角英皇道250號北角城中心 HKU SPACE (Fortress Tower Learning Centre) 250 King's Road, North Point, Hong Kong 或 OR 香港大學專業進修學院（港島南分校） 香港薄扶林華林徑3號 HKU SPACE (Island South Campus) 3 Wah Lam Path, Pokfulam, Hong Kong **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 3762 0910 電郵 Email: vhh.chan@hkuspace.hku.hk 課程網址 Course Website: https://hkuspace.hku.hk/apl

電競商業生態系統概覽
Overview of eSports Business Ecosystem (39小時hrs)
- 電競的歷史、起源及發展
  History, origin and development of eSports
- 電競行業中的持份者
  Stakeholders of eSports industry
- 電競商業生態系統的架構
  Framework of eSports business ecosystem
- 與電競相關的道德和法律議題
  Ethics and legal issues related to eSports
- 電競行業道德要求的重要性
  Importance of ethical requirements in eSports industry
- 處理遊戲成癮的技巧
  Skills in dealing with gaming addiction
- 電競遊戲分類及機制
  eSports game classification and mechanism
- 電競成功的因素
  Successful elements of eSports
- 大灣區電競產業發展
  eSports industry development in the Greater Bay Area
- 大灣區電競產業優勢
  Strengths of eSports industry in the Greater Bay Area

電競傳意技巧及活動籌劃
eSports Communication Skills and Event Planning (42小時hrs)
- 電競活動籌劃
  eSports event planning
  - 電競的財政管理及贊助
    eSports financial management and sponsorship
  - 電競的專營權模式
    eSports franchised model
  - 保安措施和危機處理
    Safety measures and crisis handling
  - 電競活動的推行
    eSports event implementation
  - 電競的市場營銷
    eSports marketing
- 電競傳意技巧
  eSports Communication Skills
  - 報導技巧
    Reporting skills
  - 電競遊戲介紹技巧
    Skills of introducing eSport games
  - 旁述技巧
    Narrating skills
  - 突發事件及其處理方法
    Contingencies and handling skills

電競設備和網絡基建設置
Devices and Network Infrastructure for eSports (36小時hrs)
- 電競設備
  eSports devices
- 網絡延時對電競比賽的影響
  Impacts by network latency on eSports competition
- 電競相關的網絡規格
  Network specifications for eSports
- 網絡保安措施
  Network security measures
- 5G技術及其對電競的影響
  5G technology and its impacts on eSports

電競串流技術
eSports Streaming Technology (63小時hrs)
- 即時串流原理
  Principles of live streaming
- 電競電腦圖像
  Computer graphics for eSports
- 直播平台及工具
  Live streaming platform & tools
- 電競直播設備和配置
  eSports live streaming setup and configuration
- 電競活動直播製作
  eSports event live streaming production
- 即時串流設置問題解決方法
  Troubleshooting for live streaming setup

課程提供機構 Course Provider	香港浸會大學持續教育學院 School of Continuing Education, Hong Kong Baptist University (HKBU (SCE))
學習範疇 / 課程組別 Area of Studies / Course Cluster	工程及生產 / 資訊工程 Engineering and Production / Information Engineering

課程簡介
Course Introduction

在全球化的影響下，科技日新月異和經濟不斷改革，以致社會未來工作的性質和行業的類型要求與時俱進。為了迎合全球化和大數據時代，達致經濟和社會的最大效益，如何培養中學生具備科學、技術、工程和數學（STEM）的技能，成為教育的首要任務，這也是塑造社會未來人才的關鍵。本課程旨在全面介紹資訊科技的基本概念，其中包括程式設計、數據庫、資訊科技項目管理技巧、應用程式開發及數據通訊和網絡。課程著重資訊科技行業在未來創造的新領職位上所需要的實踐與應用。學生完成課程後，可掌握程式設計及數據分析的基礎知識，為將來從事資訊科技相關的工作及升學作準備。

Technological advancement is affecting the nature of jobs globally. To maximize economic and social benefit in age of globalisation and digitalisation, it is critical that secondary students are equipped with skills in Science, Technology, Engineering and Mathematics (STEM). As the name implies, basic concepts of information technology will be introduced in this courses including computer programming, database, IT project management skills, application development, data communication and networking. The course focuses on imparting essential knowledge in practice and application to students for new collar jobs. Upon the completion of the course, students will acquire basic knowledge in programming and data analysis and prepare for employment the IT industry and further studies.

授課語言 Medium of Instruction	中文 或 英文 Chinese or English

學習活動特色
Learning Activity Highlights

師友計劃：業內專業人士參與師友計劃分享寶貴經驗
Mentorship: industry experience sharing from mentorship programme offered by industry professionals
公司參觀：參觀科技龍頭公司，以了解業界最新發展
Company visits: visits to world-class Tech companies which expose students to the practical application of frontier technologies in IT
業界認可：學生年滿16歲或以上可申請成為香港電腦學會學生會員
Industry membership: students aged 16 or above from Tech Basics course can apply as a student member in Hong Kong Computer Society

升學路向及就業出路
Articulation to Further Studies and Career Pathways

升學路向 Further Studies
例如：修讀與數據科學、計算機科學、網絡安全相關的課程
e.g. courses related to Data science, computer science, cybersecurity

就業出路 Career Pathways
例如：初級資訊科技技術員、數據分析員、網絡安全分析員
e.g. Junior IT technician, data analyst, cybersecurity analyst

授課安排
Class Arrangements

模式一 Mode 1
中四開課日期 S4 Commencement Date: 2023年9月 September 2023
中五開課日期 S5 Commencement Date: 2024年9月 September 2024
時間Time:　　星期六 Saturday　10:00 am - 1:00 pm / 2:00 pm - 5:00 pm
　　　　　　　（註一：部分課堂於上午十時至下午五時進行。）
　　　　　　　（註二：部分課堂將安排於暑假期間進行。）
　　　　　　　(Note 1: Some lessons will last from 10:00 am to 5:00 pm.)
　　　　　　　(Note 2: Lessons will also be scheduled during summer holidays.)
地點Venue:　香港浸會大學持續教育學院教學中心
　　　　　　　HKBU(SCE) Learning Centres

模式二 Mode 2
課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。
Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.

查詢
Enquiries

電話 Tel: 3411 1930
電郵 Email: apltsce@hkbu.edu.hk
課程網址 Course Website: www.sce.hkbu.edu.hk

1. 資訊科技基礎
   Fundamentals of Information Technology (IT) (24小時hrs)
   - 新興技術簡介
     Introduction to emerging technology
   - 軟件和應用程式的概念
     Concepts of software and applications
   - 現代組織中的數據分析
     Data analytics in modern organisations
   - 人工智能的演進
     Evolution of artificial intelligence
   - 資訊科技基本安全和威脅
     Basic IT security and threats
   - 計算機倫理和社會議題
     Computer ethics and social issues

2. 程式設計
   Programming (39小時hrs)
   - Python 編程語言簡介
     Introduction of python programming language
   - 基礎Python 編程
     Basic programming in python
   - 數據科學編程簡介
     Introduction to data science programming
   - 遊戲編程簡介
     Introduction to game programming

3. 資訊科技項目管理技巧
   IT Project Management Skills (24小時hrs)
   - 項目管理
     Project management
   - 有效溝通
     Effective communication
   - 相互協作
     Collaboration
   - 領導能力
     Leadership

4. 數據分析與數據庫
   Data Analysis and Database (30小時hrs)
   - 運用試算表軟件作數據分析
     Data analysis with spreadsheet
   - 以關係數據庫管理系統作數據建模和分析
     Data modelling and analysis with relational database management systems
   - NoSQL 數據庫管理系統和數據庫安全簡介
     Introduction to NoSQL database and database security

5. 應用程式開發
   Application Development (39小時hrs)
   - 運用 HTML5 作網絡開發的基礎知識
     Fundamentals of web development using "HTML5"
   - 運用 JavaScript 作互動網絡程式開發
     Interactive web app development using "JavaScript"
   - 運用 React 作流動應用程式開發
     Mobile app development using "React"

6. 數據通訊和網絡
   Data Communications and Networking (24小時hrs)
   - 網絡基礎知識
     Network fundamentals
   - 交換和路由技術
     Switching and routing technology
   - 基礎設施服務、安全和管理
     Infrastructure services, security and management

課程提供機構 Course Provider	香港大學專業進修學院 School of Professional and Continuing Education, The University of Hong Kong (HKU SPACE)
學習範疇 / 課程組別 Area of Studies / Course Cluster	工程及生產 / 服務工程 Engineering and Production / Services Engineering
課程簡介 Course Introduction	投身航空業是很多年青人的夢想。本課程介紹航空業的運作，尤其著重飛行、飛機維修、航空服務及航空貨運四大範疇所需要的知識和技能。課程幫助學生理解航空業的實況及前景，為有興趣日後進修航空業相關課程，以及投身航空業的學生打好基礎。 Aviation is the dream of many teenagers. This course introduces students the operation of the aviation industry, with an emphasis on the knowledge and skills required for aircraft pilots, aircraft maintenance, aviation services and air cargo. It aims to help students understand the reality and prospects of the aviation industry, and to prepare them for further studies and career development in the field.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	問題為本學習、小組討論、簡報匯報、個案研究、實地考察、工作坊、模擬練習（包括飛機控制 / 飛機維修程序 / 客艙服務等）、行業講座及示範等 Problem-based learning, group discussions, PowerPoint presentations, case studies, site visits, workshops, simulation exercises (including flight control / aircraft maintenance procedures / cabin services), seminars and demonstrations by industry practitioners, etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 例如：升讀與物流、運輸、人力資源管理、航空、工程學、旅遊相關的課程 e.g. courses related to logistics, transportation, human resources management, aviation, engineering, tourism **就業出路 Career Pathways** 例如：見習飛機駕駛員、見習飛機維修員、飛機機械工程師、飛機維修 / 生產工程師、空勤人員、客戶服務主任、空運貨物人員、地勤服務及地面服務員 e.g. aircraft cadet pilots, aircraft maintenance trainee, mechanical engineer, engineer in aircraft maintenance / aircraft manufacture, cabin crew, customer service officer, air cargo officer, ground handling and ramp service agent
授課安排 Class Arrangements	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年10月 October 2023 中五開課日期 S5 Commencement Date: 2024年10月 October 2024 時間Time: 星期六 Saturday 9:30 am - 12:30 pm / 1:30 pm - 4:30 pm （註：暑期課堂的安排著重工作坊實習及實地考察。） (Note: Summer lessons will focus on workshop practices and site visits.) 地點Venue: 香港大學專業進修學院（九龍東分校） 九龍九龍灣宏開道28號 HKU SPACE (Kowloon East Campus) 28 Wang Hoi Road, Kowloon Bay, Kowloon 或 OR 香港大學專業進修學院（北角城教學中心401室） 香港北角英皇道250號北角城中心 HKU SPACE (Fortress Tower Learning Centre) 250 King's Road, North Point, Hong Kong 或 OR 香港大學專業進修學院（港島南分校） 香港薄扶林華林徑3號 HKU SPACE (Island South Campus) 3 Wah Lam Path, Pokfulam, Hong Kong **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2975 5678 / 3762 0831 電郵 Email: apl@hkuspace.hku.hk 課程網址 Course Website: https://hkuspace.hku.hk/apl

核心部分 Core Part （36小時hrs）

認識飛機及航空業
Knowing Aircraft and the Aviation Industry

- 航空業簡介
  Introduction to the aviation industry
- 空中交通系統
  Air transport systems
- 機場的運作系統
  Operation systems of airport
- 航空業發展概要及工程成就
  Overview of aviation industry development and achievements in engineering
- 航空組織的功能及運作
  Functions and operation of various aviation organisations
- 智能機場的概念和功能
  Smart airport concept and functions
- 飛機運作基礎－飛行理論
  Aircraft operation fundamental – theory of flight

選修部分 Elective Part （144小時hrs）

飛行（「飛行」選修部分只以英文授課）
Aircraft Pilot ("Aircraft Pilot" elective will be conducted in English only)

- 空氣動力學及航空學基礎
  Aerodynamics and aeronautical knowledge basics
- 飛機結構、操作及性能
  Aircraft structure, operation and performance
- 飛行操作
  Flight operation
- 導航及氣象學簡介
  Introduction to navigation and meteorology

或OR

飛機維修
Aircraft Maintenance

- 工程基礎
  Engineering fundamentals
- 飛機系統及設計
  Aircraft systems and design
- 飛機組件及物料
  Aircraft components and materials
- 飛機維修常規
  Aircraft maintenance practice
- 航空法及人為因素
  Aviation legislation and human factors
- 飛機維修專題研習
  Aircraft maintenance project

或OR

航空服務
Aviation Services

- 機場客戶及航線乘客服務
  Airport customer and airline passenger services
- 航空公司的機艙服務
  Airline cabin crew services
- 航空安全
  Aviation safety
- 航空業文化議題
  Cultural issues in aviation
- 航空業的人為因素
  Human factors in aviation
- 航空服務專題研習
  Aviation services project

或OR

航空貨運
Air Cargo

- 航空貨運基礎
  Air cargo fundamentals
- 航空貨運業務
  Air cargo operations
- 香港的進出口管制
  Import and export control in Hong Kong
- 航空貨運管理
  Air cargo management

課程提供機構 Course Provider	香港專業進修學校 Hong Kong College of Technology (HKCT)
學習範疇 / 課程組別 Area of Studies / Course Cluster	工程及生產 / 服務工程 Engineering and Production / Services Engineering
課程簡介 Course Introduction	本課程旨在為學生提供現代鐵路安全、技術和操作知識，並介紹此行業各崗位的角色、職責、所需技能和專業資格，提高學生對未來本地及海外鐵路需求和發展的意識。本課程鞏固學生學術基礎，並引導學生終身學習，在鐵路運輸營運及管理、物流、電機工程等行業進修或開展事業。 This course aims to equip students with the safety, technological and operational knowledge being used in modern railway industry. It also introduces the roles, responsibilities, skillsets and qualifications required for various positions in the railway industry, and enhances students' awareness on the future need and the development of railway systems in the local and abroad. This course consolidates students' academic foundation and provides a starting point for students' lifelong learning for further studies and development in the pursuit of careers in railway transport operations and management, logistics as well as electrical engineering industry.
授課語言 Medium of Instruction	中文 或 英文 Chinese or English
學習活動特色 Learning Activity Highlights	鐵路設施實地考察及從業員的分享（如車廠、車站）、模擬列車駕駛操作、虛擬實境的安全訓練、角色扮演練習、專題研習（如為指定城市草擬新鐵路路線）等 Visits of railway facilities and sharing by practitioners (e.g. depot, stations), train driving simulation, VR equipment training for safety practices, role play exercises, group projects (e.g. produce a preliminary design of a new metro line for a designated city) etc.
升學路向及就業出路 Articulation to Further Studies and Career Pathways	**升學路向 Further Studies** 升讀與運輸或工程相關的課程 Courses related to transportation or engineering **就業出路 Career Pathways** 例如：列車車長、站務主任、助理物流主管、機電學徒、技工或技術員、在運輸相關行業的營運主任或項目主任 e.g. train captain, station officer, assistant logistic officer, electrical and mechanical apprentice, tradesman or technician, operation officer or project officer in transport-related industry
授課安排 Class Arrangements	**模式一 Mode 1** 中四開課日期 S4 Commencement Date: 2023年10月 October 2023 中五開課日期 S5 Commencement Date: 2024年10月 October 2024 時間Time: 星期六 Saturday 9:00 am - 1:00 pm / 2:00 pm - 6:00 pm （註：部分課堂將於暑假期間進行及全日上課。） (Note: Some lessons will also be scheduled during summer holidays and will be arranged as full day lessons.) 地點Venue: 香港專業進修學校（港專何文田校園） 九龍何文田公主道14號 Hong Kong College of Technology (HKCT Ho Man Tin Campus) 14 Princess Margaret Road, Ho Man Tin, Kowloon　　　　　或 OR 香港專業進修學校（港專賽馬會本科校園） 新界沙田馬鞍山鞍誠街2號 Hong Kong College of Technology (HKCT Jockey Club Undergraduate Campus) 2 On Shing Street, Ma On Shan, Sha Tin, New Territories　　　　或 OR 香港九龍紅磡暢運道8號港鐵紅磡大樓1樓（港鐵學院紅磡校園） MTR Hung Hom Building, 1/F., 8 Cheong Wan Road, Hung Hom, Kowloon (MTR Academy Hung Hom Campus)　　　　　　　　　　　　或 OR 香港九龍九龍灣大業街33號港鐵九龍灣車廠（港鐵學院九龍灣校園） Kowloon Bay Depot, 33 Tai Yip Street, Kowloon Bay, Kowloon, Hong Kong (MTR Academy Kowloon Bay Campus) **模式二 Mode 2** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。 Lessons can be held on weekdays or Saturdays. Subject to facilities and equipment required for the individual courses, lessons can be held in schools offering ApL courses and/or at the venues of the course providers.
查詢 Enquiries	電話 Tel: 2265 6986 / 2926 1222 電郵 Email: apl@hkct.edu.hk / enquiry@hkct.edu.hk 課程網址 Course Website: www.hkct.edu.hk/apl

1. 鐵路與社會
   Railway and Society (36小時hrs)
   - 社會發展與鐵路
     Society development with railways
   - 現代鐵路服務
     Contemporary railway services
   - 鐵路行業的概況、監管機構和相關機構
     Overview of the railway industry, regulatory agencies and related organisations
   - 鐵路專業人士的角色、責任和職業操守
     Roles, responsibilities and work ethics of railway professionals

2. 鐵路安全
   Safety in Railway (24小時hrs)
   - 職業安全及健康的基本知識
     Basics of occupational safety and health
   - 鐵路常見的職業危害和預防措施
     Common occupational hazards and prevention in railway
   - 安全措施、評估和監測
     Safety measures, assessment and monitoring
   - 鐵路營運和科技的安全
     Safety in railway operations and technology
   - 鐵路安全守則
     Railway safety rules

3. 鐵路科技
   Railway Technology (60小時hrs)
   - 鐵路工程系統
     Railway engineering systems
   - 列車和基礎設施系統
     Trains and infrastructure systems
   - 信號和列車控制
     Signalling and train control
   - 系統整合
     System integration
   - 鐵路科技專題研習
     Railway technology project

4. 鐵路營運
   Railway Operations (60小時hrs)
   - 鐵路服務的日常運作
     Daily operations of railway services
   - 車站設施和運作
     Station facilities and operations
   - 列車操作與界面
     Train operations and interfaces
   - 鐵路事故處理
     Railway incident handling
   - 鐵路營運個案研究
     Case study on railway operations

58 應用學習中文（非華語學生適用） – 商業服務中文
Applied Learning Chinese (for non-Chinese speaking students) – Chinese in Business Service

課程提供機構	香港理工大學專業進修學院
學習範疇	不適用（以專業及職業範疇作為情境）
課程簡介	本課程專為高中非華語學生而設，旨在通過模擬的應用學習情境，幫助學生奠定職場應用中文的基礎，取得認可資歷，以助將來升學及就業。課程分為三個層級，分別為「商業服務中文（一）」、「商業服務中文（二）」及「商業服務中文（三）」，以商業服務（旅遊、酒店、零售、物流、公關傳訊、社會及公共服務等）為學習情境。透過應用和實踐，幫助學生發展與職業相關的能力、溝通能力、分析與綜合等能力。
授課語言	中文（粵語）
學習活動特色	學與教活動的設計以學生為本，從第二語言學習的角度，讓學生認識中文的基礎知識。學生在不同形式的活動中，有系統地認識不同的情境（例如：以口頭及書面報告、小組討論、角色扮演、參觀體驗等活動，認識不同服務行業的工作流程、安排、公關溝通與交際的需要，從而了解行業的工作環境）及體驗情境的複雜性以拓闊視野（例如：通過規劃旅遊行程安排、安排酒店房間、回應顧客提問等模擬情境，了解工作環境及服務對象的多樣性）。

升學路向及就業出路	**升學路向** 例如：升讀與旅遊、酒店、零售、物流、公關傳訊、社會及公共服務等相關課程 **就業出路** 例如：旅遊顧問、項目導賞員、會所管理員、酒店接待員、前台服務員、餐飲服務員、店務員、批發助理、採購員、營銷主任、物業管理員、物流文員、物流服務員、倉務員、供應鏈主任、市場公關及推廣主任、紀律部隊人員、福利工作員、活動統籌主任
授課安排	**模式一** 中四開課日期：2024年1月或2月 時間：　星期六 9:00 am - 1:00 pm 地點：　香港九龍紅磡紅樂道8號　香港理工大學紅磡灣校園　　　　　或 　　　　香港九龍油麻地海庭道9號　香港理工大學西九龍校園 **模式二** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。
查詢	電話：3746 0011 / 3746 0360 電郵：sharon.see@speed-polyu.edu.hk / ceo@speed-polyu.edu.hk 課程網址：www.speed-polyu.edu.hk/tc/short-course/aplc

學習單元	上課時間		
	商業服務中文（一）**(65小時)**	商業服務中文（二）**(65小時)**	商業服務中文（三）**(140小時)**
口語溝通（粵語）	**情境，如：**（18小時） · 日常生活：初次見面，彼此認識 · 工作交際：酒店（經理）、旅遊（導遊）、餐飲（廚師）、零售（店長）、物流（貨運）、社會服務（醫護、消防、警察） **會話，如：** · 自我介紹 · 彼此認識 · 面試應答 · 詢問答覆 · 產品推銷 **語音、詞彙和語法，如：** · 語音、詞彙和語法基本特點 · 書面語與口語轉換 · 語境與口語交際基本連繫 · 話語交際（敘述、說明、介紹）	**情境，如：**（18小時） · 日常生活：電話交際 · 工作交際：零售推銷、旅遊行程計劃、商貿議價、物流倉儲 **會話，如：** · 電話應對 · 產品介紹 · 問價報價 · 推銷與遊說 · 商業投訴與回應 **語音、詞彙和語法，如：** · 語音、詞彙和語法基本特點 · 書面語與口語轉換 · 語境與口語交際緊密連繫 · 話語交際（敘述、介紹、遊說）	**情境，如：**（40小時） · 日常生活：打開話匣 · 工作交際：公關接待、慶祝活動、交易談判與協商、服務業面試 **會話，如：** · 商務接待 · 訴求與回應 · 主題討論 · 事項匯報 · 職場面試 **語音、詞彙和語法，如：** · 語音、詞彙和語法基本特點 · 書面語與口語轉換 · 語境與口語交際進階連繫 · 話語交際（敘述、介紹、遊說、評論）
閱讀	**情境，如：**（27小時） · 日常生活：飲食用餐、生活購物、電郵溝通 · 工作交際：酒店、旅遊宣傳、產品銷售報告 **字詞，如：** · 食物、商場、酒店、標語、報告、告示、電郵等主題詞彙 **主題篇章閱讀，如：** · 銷售說明 · 統計報告 · 宣傳標語 · 商業電郵	**情境，如：**（27小時） · 日常生活：行業認識、報章閱讀 · 工作交際：會議及活動程序介紹、旅遊／零售／物流招聘、產品宣傳、消息報道 **字詞，如：** · 產品操作、時間表、流程圖、招聘廣告、工作守則、訴求、新聞等主題詞彙 **主題篇章閱讀，如：** · 行業介紹 · 招聘廣告 · 宣傳海報 · 新聞與公關傳訊	**情境，如：**（55小時） · 日常生活：網上購物 · 工作交際：商貿及文娛活動邀請、旅遊訂房、歷史文化旅遊、物流程序計劃、新聞評論 **字詞，如：** · 宣傳文稿、數據與圖表、調查報告、商務文書、報章評論等主題詞彙 **主題篇章閱讀，如：** · 宣傳文稿 · 專題展覽 · 工作報告 · 報章評論
寫作	**情境，如：**（20小時） · 日常生活：便條留言 · 工作交際：展銷活動、會議行政、交通改道、文物館參觀 **字詞，如：** · 工作日程表、便條與短訊、通告、聲明、參觀學習報告等主題寫作詞彙 **實務文書寫作，如：** · 工作日程表 · 便條與短訊 · 通告 · 聲明 · 參觀學習報告	**情境，如：**（20小時） · 日常生活：日記撰寫 · 工作交際：貨品轉讓、零售投訴 **字詞，如：** · 日記與個人陳述、啟事、履歷表、投訴信等主題寫作詞彙 **實務文書寫作，如：** · 日記與個人陳述 · 啟事 · 規章 · 履歷表 · 投訴信	**情境，如：**（45小時） · 日常生活：升學查詢 · 工作交際：酒店招募與應徵、商品投訴公關危機、餐飲會議 **字詞，如：** · 應酬類書信、交涉類書信、應徵類書信、新聞稿、會議記錄等主題寫作詞彙 **實務文書寫作，如：** · 邀請信 · 覆投訴信 · 求職信 · 新聞稿 · 會議記錄

59 應用學習中文（非華語學生適用）－ 實用情境中文
Applied Learning Chinese (for non-Chinese speaking students) – Chinese in Practical Context

課程提供機構	香港浸會大學持續教育學院
學習範疇	不適用（以專業及職業範疇作為情境）
課程簡介	本課程從第二語言學習者的角度設計，由三個層級組成，包括「實用情境中文（一）」、「實用情境中文（二）」及「實用情境中文（三）」，讓學生透過生活及一般工作情境學習中文。課程為學生提供模擬的學習情境，建立以中文作為第二語言的學習平台，幫助學生奠定職場應用中文的基礎，以助未來升學及就業。
授課語言	中文（粵語）
學習活動特色	學與教活動的設計以學生為本，從第二語言學習的角度，讓學生認識中文的基礎知識。從活動中拓闊視野，並從實踐中學習，在真實或模擬的工作環境中認識相關的要求，掌握基礎知識和技能，以及透過實踐，表現出運用中文的思考能力和團隊精神。學習活動包括角色扮演、小組討論、參觀體驗、模擬情境對話（如向顧客推介產品、應對顧客投訴、回應市民需求），從而了解工作環境的多樣性和顧客群體的多樣性，以及豐富對中文的理解和運用。
升學路向及就業出路	**升學路向** 例如：升讀與零售、物流、旅遊、款待、環境保護、紀律部隊、健康護理等相關的課程 **就業出路** 例如：售貨員、客戶服務員、初級保健員、旅遊顧問、前台服務員、文書助理、環保大使、員佐級紀律人員
授課安排	**模式一** 中四開課日期：2024年1月 時間： 星期六 10:00 am - 1:00 pm / 2:00 pm - 5:00 pm 地點： 香港浸會大學持續教育學院教學中心 **模式二** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。
查詢	電話：3411 1911 電郵：aplcsce@hkbu.edu.hk 課程網址：http://www.sce.hkbu.edu.hk/

實用情境中文（一）(65小時)

學習情境：
零售、物流、辦公室管理
內容舉隅：
- 向顧客介紹產品及指示方向位置
- 閱讀與零售服務 / 辦公室工作相關的文章
- 利用電郵交代及回覆工作事項

1. 口語溝通（粵語）（18小時）
(1) 主題情境會話
- 與日常生活有關
  例如：自我介紹、邀請應約
- 與一般工作有關
  例如：零售服務、物流服務
(2) 基本的語言功能
介紹、敘述或報告簡單的信息，並能針對別人的話語做出簡單的回應
(3) 常用句式
- 簡單的敘述性和説明性話語
- 運用常用關聯詞

2. 閱讀（27小時）
(1) 認讀日常生活及一般工作中的常用字詞
(2) 專題篇章閱讀
閱讀簡短敘述性及說明性的語句，理解簡單而直接的篇章主題及信息
- 與日常生活有關
  例如：四季氣候、傳統節日、流行文化
- 與一般工作有關
  例如：商品信息、服務禮儀、實用文字（統計表、商場指南、貨物清單）

3. 寫作（20小時）
(1) 書寫基本漢字、日常生活及一般工作中常用字詞
(2) 常用短文寫作
運用基本的字詞、較爲簡單的句式和正確的標點符號，完成簡單的書寫任務。能選取合適的素材，合理安排段落，大致體現一定組織結構
- 與日常生活有關
  例如：簡單邀約信息、便條、賀卡
- 與一般工作有關
  例如：電郵、個人履歷、工作紀錄
(3) 標點符號的基本用法

實用情境中文（二）(65小時)

學習情境：
旅遊、環境保護、紀律部隊
內容舉隅：
- 向其他地區的同學介紹及宣傳香港的傳統節日
- 閱讀與旅遊 / 紀律部隊工作相關的文章
- 撰寫私人及公務書信

1. 口語溝通（粵語）（18小時）
(1) 主題情境會話
- 與日常生活有關
  例如：認識香港、環境保護
- 與一般工作有關
  例如：介紹景點、推廣活動
(2) 基本的語言交際功能
敘述事件始末、說明事物的特徵、表達意見、提出疑問、解釋簡單的工作要求和流程
(3) 常用句式
- 敘述性、説明性、描述性話語
- 用不同詞語和語氣表達不同的感情和態度

2. 閱讀（27小時）
(1) 認讀日常生活及一般工作中常見字詞及短語
(2) 專題篇章閱讀
閱讀敘述性、説明性、簡短的描述性篇章、簡單圖表，理解主題及資料性信息
- 與日常生活有關
  例如：就業資訊、環保知識、報業新聞、護理健康
- 與一般工作有關
  例如：紀律部隊工作簡介、旅遊服務、實用文字（招聘廣告、安全守則、宣傳海報）
(3) 閱讀字典中簡單的解說文字

3. 寫作（20小時）
(1) 書寫日常生活及一般工作中常用及常見字詞
(2) 常用短文寫作
運用略有變化的詞語、基本完整的句式和少量常用修辭手法，完成簡單的書寫任務。能選取合適的素材，運用正確格式安排段落
- 與日常生活有關
  例如：日記、啓事、私人信件
- 與一般工作有關
  例如：通告、工作程序、感謝信
(3) 運用輔助工具完成寫作任務
  例如：字典、網上材料

實用情境中文（三）(140小時)

學習情境：
款待、健康護理
內容舉隅：
- 選擇條件合適的工作，模擬求職面試
- 閱讀與客戶服務 / 醫療衛生工作相關的文章
- 參考不同類型資料，綜合撰寫研習報告

1. 口語溝通（粵語）（40小時）
(1) 主題情境會話
- 與日常生活有關
  例如：居住環境、交流訪談
- 與一般工作有關
  例如：餐飲服務、護理健康、處理投訴
(2) 因應情境變化完成交際任務
運用陳述、說明、比較、解釋、建議等表達方式，進行日常交際、談論大眾話題、表達不同的觀點，做出一般的評價、聯想和推論
(3) 常用句式
- 較長的敘述性、説明性、描述性話語及一般議論性話語
- 用較有變化的詞語，表達不同的語氣、表情和情感

2. 閱讀（55小時）
(1) 認讀日常生活及一般工作中較有變化的字詞、短語、慣用語及時事用語
(2) 專題篇章閱讀
閱讀敘述性、説明性及描述性文章、簡短議論性篇章，理解主題，掌握分析性及評價性信息
- 與日常生活有關
  例如：休閑娛樂、飲食文化、現代科技
- 與一般工作有關
  例如：款待服務、酒店住宿類型、實用文字（員工守則、會議紀錄、工作報告）
(3) 利用字典、辭典或各種電子參考材料所提供的解說文字幫助閱讀

3. 寫作（45小時）
(1) 書寫日常生活及一般工作中常用及常見字詞、短語、慣用語
(2) 常用短文寫作
運用恰當的詞語、不同的句式和常用修辭手法，完成簡單的書寫任務。能根據情境需要，選取合適的素材，合理、有序地安排段落，清楚交待寫作的目的和事由
- 與日常生活有關
  例如：邀請函、投訴信、求職信
- 與一般工作有關
  例如：研習報告、新聞稿、建議書
(3) 運用輔助工具完成寫作任務
  例如：字典、辭典、網上材料

60 應用學習中文（非華語學生適用）－ 實務中文
Applied Learning Chinese (for non-Chinese speaking students) – Practical Chinese

課程提供機構	香港專業進修學校
學習範疇	不適用（以專業及職業範疇作為情境）
課程簡介	課程從第二語言學習者的角度設計，以升學、就業及日常生活為學習及應用情境，從而提升非華語學生學習中文作為第二語言的動機及建立應用中文的基礎。本課程分為三個層級，分別為「實務中文一」、「實務中文二」及「實務中文三」，學生能拾級而上，由淺入深學習中文，並透過應用情境提升在實際環境中運用中文的能力。
授課語言	中文（粵語）
學習活動特色	學與教活動的設計以學生為本，從第二語言學習的角度，讓學生認識中文的基礎知識。在真實和模擬的日常生活及職場情境中認識相關的要求。學習活動包括：直接教學、小組主題討論、角色扮演、外出參觀、嘉賓講座分享等。多元化的語文學習活動不但讓學生深入了解有關各行各業的語文需求，更可強化他們與職業相關的能力、基礎技能、思考能力、人際關係、價值觀和態度。
升學路向及就業出路	**升學路向** 例如：升讀與餐飲服務、酒店、旅遊、航空服務、公共行政、社會服務、交通或運輸相關的課程 **就業出路** 例如：餐廳服務員、主題公園顧客服務員、酒店接待員、會所服務員、機場顧客服務員、空中服務員、文書助理、紀律部隊員佐級職位、活動小組助理、項目助理、列車車長或站務主任
授課安排	**模式一** 中四開課日期：2024年2月 時間： 星期六 9:00 am - 1:00 pm ／ 2:00 pm - 6:00 pm （註：部分課堂將安排於暑假期間進行。） 地點： 港專賽馬會本科校園：新界沙田馬鞍山鞍誠街2號 港專何文田校園：九龍何文田公主道14號 長沙灣培訓中心：九龍長沙灣青山道368號喜韻2樓 港專元朗教學中心：新界元朗水車館街28號萬金中心地下22號鋪 **模式二** 課堂可安排於平日或星期六進行。視乎個別課程設施及器材需要，課堂可安排於開辦課程的學校及/或課程提供機構場地進行。
查詢	電話：2265 6986 / 2926 1222 電郵：apl@hkct.edu.hk / enquiry@hkct.edu.hk 課程網址：www.hkct.edu.hk/apl
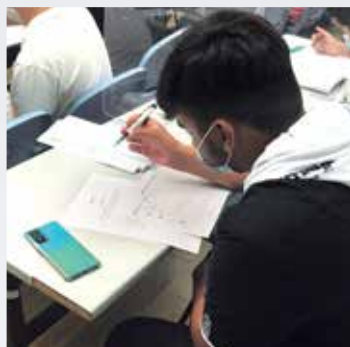
實務中文（一）（65小時）

學習情境：
餐飲服務、主題公園

口語溝通（粵語）（18小時）
1. 日常生活中不同情境的對話
1.1 交際用語（如自我介紹、打招呼、寒暄）
1.2 簡略介紹一些事物（如介紹愛好、食物）
2. 在職場不同情境的對話（如簡介餐點、回覆查詢、簡述工作）
3. 日常生活與職場常用的基本的表達技巧和用語（如準確的發音、正確的用語）
4. 培養自學習慣、建構口語溝通基礎能力：運用網絡資源，如視頻的教學短片或歌曲

閱讀（27小時）
5. 認讀和理解日常生活中不同情境常用的字詞和句子
5.1 自我介紹常用字詞和句式
5.2 介紹事物常用字詞和句式
6. 認讀和理解在職場不同情境常用的詞語和文字（如菜單、傳單、社交平台訊息、主題公園資訊）
7. 日常生活與職場常用的基本的閱讀策略：學習記敘文「六何」、學習說明文
8. 培養自學習慣、建構閱讀能力：運用網絡資源，如〔時事學中文〕自學

寫作（20小時）
9. 運用和書寫日常生活中不同情境常用的字詞和句子
9.1 自我介紹常用字詞和句式
9.2 介紹事物常用字詞和句式
10. 運用和書寫在職場不同情境常用的詞語和文字（如便條、菜單、清單、工作紀錄、主題公園資訊）
11. 日常生活與職場常用的基本的寫作策略：學習漢字的字型及結構、學習基礎的句式、運用標示語、掌握短文的基本結構
12. 培養自學習慣、建構寫作能力：運用網絡資源，如〔時事學中文〕自學

實務中文（二）（65小時）

學習情境：
酒店、旅遊、航空服務

口語溝通（粵語）（18小時）
1. 日常生活中不同情境的對話
1.1 交際用語（如問候、邀請、接納、婉拒和讚美）
1.2 解釋一些事物（如解釋選擇愛好的原因）
2. 在職場不同情境的對話（如推廣香港景點、解答客人疑問、回應旅客的投訴）
3. 日常生活與職場常用的表達技巧和用語（如恰當的措辭、語調和態度）
4. 培養自學習慣、提升口語溝通能力：運用網絡資源，如〔時事學中文〕自學

閱讀（27小時）
5. 認讀和理解日常生活中不同情境常用的字詞和文字
5.1 理解短文的字詞和重點
5.2 認讀和理解較淺易新聞的標題、內文字詞和重點
6. 認讀和理解在職場不同情境常用的詞語和文字（如通告、宣傳海報、簡介、招聘廣告）
7. 日常生活與職場常用的基本的閱讀策略：摘錄關鍵詞、找出主題句及中心句、撮述重點
8. 培養自學習慣、建構閱讀能力：使用網上辭典、漢語詞彙學習應用程式、運用字典和辭典

寫作（20小時）
9. 運用和書寫日常生活中不同情境常用的字詞和文字
9.1 書寫個人的記錄（如日記、簡短書信、社交平台留言和博客）
10. 運用和書寫在職場不同情境常用的詞語和文字（如通告、啟事、電郵、工作守則和流程）
11. 日常生活與職場常用的基本的寫作策略：構思寫作，包括格式、重點、措辭、結構；列寫大綱、列寫草稿、訂正文稿
12. 培養自學習慣、建構寫作能力：使用網上辭典、漢語詞彙學習應用程式、運用字典和辭典

實務中文（三）（140小時）

學習情境：
公共行政、社會服務、鐵路服務

口語溝通（粵語）（40小時）
1. 日常生活中不同情境的對話
1.1 交際用語（如表達意見、表達不滿、提出質疑、提出建議）
1.2 表達個人感受和見解（如因應不同的方案表達個人的看法）
2. 在職場不同情境的對話（如向政府部門求助、回答市民有關社區服務的查詢、推廣展覽）
3. 日常生活與職場常用的表達技巧和用語（如恰當的措辭和語調、客觀的態度、明確的理據）
4. 培養自學習慣、提升口語溝通能力：運用網絡資源，如〔時事學中文〕自學

閱讀（55小時）
5. 認讀和理解日常生活中不同情境常用的字詞和文字
5.1. 認識和理解文章的字詞和重點
5.2 認讀和理解不同性質實用文字如書信、報告、章程等的字詞和重點
6. 認讀和理解在職場不同情境常用的詞語和文字（如圖表數據、海報、宣傳文字、新聞稿）
7. 日常生活與職場常用的基本的閱讀策略：略讀與詳讀、比較、分析與評論
8. 培養自學習慣、建構閱讀能力：瀏覽網上資訊、積累字詞和句式

寫作（45小時）
9. 運用和書寫日常生活中不同情境常用的字詞和文字
9.1 書寫與個人發展、生涯規劃相關的文字（如求職信、履歷表）
10. 運用和書寫在職場不同情境常用的詞語和文字（如邀請信、感謝信、建議書、會議紀錄）
11. 日常生活與職場常用的基本的寫作策略：擬寫腦圖、列寫大綱、善用工具書、草擬初稿、修改初稿、校對文稿、訂正文稿
12. 培養自學習慣、建構寫作能力：瀏覽網上資訊、積累字詞和句式、閱讀文章和書籍

ApL

學生分享
Students' Sharing

陳鎮榮
運動科學及體適能
香港浸會大學持續教育學院

我從中學開始對運動產生濃厚興趣，盼望能夠將來在運動方面發展，並深入及全面地認識運動科學，更立志成為一位體育老師。應用學習課程成為了我的契機。我在高中時選修體育科（中學文憑），在老師的鼓勵及推薦下，我修讀了應用學習課程「運動科學及體適能」。應用學習課程「運動科學及體適能」提供了運動科學與體適能的基礎元素，當中包含了體適能訓練及評估、運動及康樂活動管理、營養學及健康等，讓我及早認定我的志向，向運動方面發展。除此以外，課程中有不同的模擬練習，需要自己或分組地設計訓練計劃，有助我掌握及鞏固運動科學知識及教練技巧，更能建立自信心。

林韋欣
電影及超媒體
職業訓練局

在修讀應用學習課程期間，我遇到一群志同道合的同學，彼此惺惺相惜，合作無間。雖然拍攝過程艱辛，但我們仍攜手度過了不少難關；若不是有著一顆對電影事業的熱忱，估計就不會有成功的故事了。在課堂方面，我能夠學到相關電影理論、歷史等等，課程內容十分廣泛，不斷拓展我的眼界。這個課程能讓我更深入了解電影行業，裝備我的對行業的認識及相關專業知識。

鄭嘉偉
由戲開始‧劇藝縱橫
香港演藝學院

我在中學時修讀應用學習課程「由戲開始‧劇藝縱橫」。中學畢業後，便進入香港演藝學院修讀戲劇藝術學士學位課程。對我而言，應用學習課程非常具意義，其課程包含大量的戲劇相關內容，包括基礎表演、戲劇鑒賞、劇本編作等，所覆蓋的內容全面，給予我專業的角度與知識，各方面的戲劇能力都得到提升。在課程中也認識了許多志同道合的良師益友，他們在我的戲劇路上更給予了重要的支持。


蕭燁紅
實用心理學
香港浸會大學持續教育學院

應用學習課程讓我認清未來升學路向，及了解個人成長的發展與心理學之間的關係。透過課堂教授和分享，我了解到社會現況與心理學之間的關係，包括成因及動機、行為等，加深我對社會的關注，意識到心理學的應用範疇與日常生活息息相關，如壓力、快樂、感恩等。課程亦讓我加深了對自己的認識及發掘自己的優點，幫助我在未來的升學及就業發展中發揮所長。

丁美華
時裝形象設計
職業訓練局

我在應用學習課程「時裝形象設計」中學習到的知識不僅專業且實用。在修讀課程之前，我以為只是學習如何製作時裝，但在修讀後才發現課程如此多元化，包括化妝技巧、攝影等，都是我從未曾接觸過的。對我而言，時裝形象設計不僅讓我學習到專業技巧，更能實現我幼時的夢想，如給公仔製作衣服。年幼時我的製作較為簡陋，但如今當我學會了時裝設計的技巧，我能在製作服裝上添加更多細節例如褶皺、荷葉邊等，為我將來修讀與時裝形象設計相關的課程打好基礎。
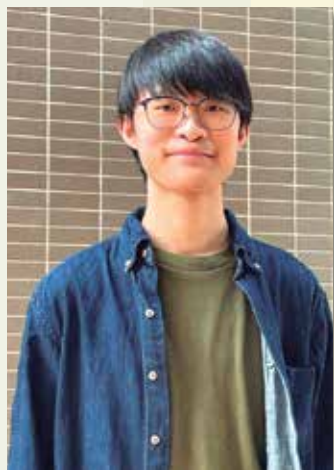
徐希朗
資訊科技精要
香港浸會大學持續教育學院

應用學習課程滿足了我對資訊科技行業的好奇心，同時這個課程也成為了我實現興趣於職涯上的橋樑。透過課程我學會了網站與網頁遊戲的設計、主流的編程語言Python、數據分析的SQL。相信這些知識和技能定能為未來升學和就業打好基礎及提供優勢。除了知識方面，課程也提供了很多訓練軟實力的機會。

應用學習課程不單提供了理論知識與實踐的機會，更是讓我掌握了不少溝通與項目管理技巧。

何采華
由戲開始．劇藝縱橫
香港演藝學院

修讀應用學習課程改變了我的學習態度，培養了我對戲劇的熱愛，讓我更有動力地學習。應用學習課程讓我找到自己喜愛的科目，享受學習，不斷進步。修讀應用學習課程對我日後發展有莫大幫助，它驅使我努力磨練演技，立志入讀演藝學院。演藝之路從不容易，我會堅持到底，不斷精益求精。

孔詩蕾
甜品及咖啡店營運
香港專業進修學校

在修讀應用學習課程的過程中，我學到不少畢生受用的知識。過去較少機會接觸甜品製作的範疇，因此，我非常珍惜這次修讀應用學習課程的機會。應用學習課程「甜品及咖啡店營運」重新定義了我對甜品師和咖啡師的看法，讓我了解甜品及咖啡店的運作模式和經營理念，並學習如何提升產品品質和服務水平，更讓我找到了自己的人生目標。以前我一直都沒有想過任何個人的未來發展，「甜品及咖啡店營運」這個課程啟發了我的想法。我渴望開一間自己的咖啡店，為所有忙碌的人提供一個歇息的地方。我盼望人們都能夠在繁忙的城市生活中，停下腳步，到我的咖啡店裏坐坐，放空一下，忘記心中的煩擾。「甜品及咖啡店營運」為我提供了實用的知識和技能，幫助我實現自己的夢想。

Wong Ho Lai
Exercise and Fitness Coaching
HKCT

In 2020, I enrolled in the ApL course "Exercise and Fitness Coaching" at HKCT. Throughout the course, I have learnt various basic theories of professional coaching. For example, we learnt about human anatomy to better understand human movement. Besides, the ApL course covered topics ranging from warm-up routines, core training, cool-down stretching, to the planning of coaching sessions. I observed that what we studied were interrelated. Apart from the theories, we have put what we have learnt into practice too. We had the opportunity to apply what we learnt in class to real-life coaching situations. For instance, we learnt about yoga postures, sports science and fitness testing. We also learnt about coaching and planning skills and put them into practice. In sum, the teaching method, theories, and organizational skills that I learnt in the course were useful for me to be an assistant coach. Studying this ApL course was a meaningful and fruitful learning experience.

Lam Yuk Shan
Animal Care
CityU (SCOPE)

Since studying in the ApL course, I have gained a wealth of knowledge about animals, not only from the course materials, but also from the practical skills I have acquired in taking care of animals. Firstly, I have developed a deeper understanding of the human-animal relationship and the interactions and bonding between human and animals. Secondly, I have learnt about various aspects of animal welfare, which has enabled me to evaluate whether animals are living in a good environment and in good physical condition. Thirdly, I have learnt about animal body structure. Furthermore, I have gained an understanding of animal behavior, enabling me to identify signs of happiness, relaxation and aggression in dogs and cats, which can help prevent accidents. I have also learnt how to train animals. Finally, I have gained valuable skills in caring for both dogs and cats.

Prior to taking this course, I was uncertain about my passion for animals and whether I wanted to pursue a career in this field. However, this course has given me a chance to learn more about animals which has confirmed my interest in animals. After nearly a year of study, I have consistently performed well in the course. Overall, this course has helped me identify my interest and potential, and I am now certain that I want to work with animals in the future.

Law Cheuk Yin
Animal Care
CityU (SCOPE)

Studying ApL Animal Care has provided me with the scientific knowledge, practical skills and mentality to pursue veterinary medicine as a career. This course has been instrumental in guiding my career path towards becoming a veterinarian. During my year-long study, I attended seminars, conducted research projects, and reviewed case studies on animal welfare, anatomy, physiology, and behavior. Most notably, I devised care plans for a rescued mongrel and an adopted Persian cat based on the "Five Needs" and Nurse Care Plan rubric. This helped me understand the importance of evidence-based and holistic quality care provided by animal caregivers. I have also learnt to use "Gibbs' Reflective Cycle" to reflect on my field trips and practical experiences, which helped develop my self-directed learning skills.

When I shadowed a vet nurse at a local animal hospital for two weeks, I witnessed the challenging yet meaningful work of a vet and put my knowledge from animal care lessons into practice. For instance, I learnt directional terminologies to take X-rays, prepared blood smears for hematology and serum biochemistry, and set up cages for hospitalisation. Throughout this Animal Care course, my knowledge of veterinary science and animal welfare science was immensely deepened, and my dedication to studying veterinary medicine and becoming a veterinarian has undoubtedly grown. This course has equipped me with the necessary skills and knowledge to pursue my dream of becoming a veterinarian.

Chung Chun Wing
Computer Forensic Technology
HKU (SPACE)

The ApL course Computer Forensic Technology provided me with a lot of interesting and practical experience such as live forensic, file encryption and decryption, and the art and skill of presentation. Through these experiences, I was equipped with basic knowledge and skills of the forensic field. Through classifying the digital evidences with my groupmates, my co-operation skills had been enhanced. Besides, I learnt disruptive thinking and problem-solving skills by analysing the case and solving the technical problems. There is no doubt that this course has improved my interpersonal skills. I do believe that this course had helped me prepare for entering the Engineering or Computing industries.