Education and Manpower Bureau Circular Memorandum No. 79/2006

From: Secretary for Education and Manpower

To: Heads of All Secondary Schools

Ref: EMB/CDI/TE/09-10

Date: 9 May 2006

Technology Education Good Practices Sharing Scheme

(Note: This circular memorandum should be read by
all secondary school heads and teachers.)

Summary

The purpose of this circular memorandum is to inform secondary schools of the Technology Education Good Practices Sharing Scheme and to encourage school heads, teachers and students to participate.

Aims

2.   The Technology Education Good Practices Sharing Scheme is a newly designed scheme in 2006.   It aims to recognize the contribution and quality work of school heads, teachers and students in realizing the aims of education and goals of school curriculum through the Technology Education Key Learning Area (TE KLA).

Organizers

3.   The scheme is organised by the Technology Education Section, Curriculum Development Institute (CDI) of the Education and Manpower Bureau with the support by tertiary institutions, professional bodies and organizations.

Details of Scheme

4.   Details of the Scheme are listed in Appendix 1 and the CDI Web Page (http://www.emb.gov.hk/cd).   Two copies of related posters will be sent to schools in mid-May for posting in the school.

Briefing Session

5.   A briefing session will be held on 19 May 2006 (Friday) to enable schools to learn more about the scheme and to facilitate them in preparing for the scheme.   Please complete and forward the attached Reply Form (Appendix 2) to reserve seats on or before 18 May 2006. Participants will be automatically accepted.   They are requested to complete and bring along the attached Admission Tickets (Appendix 3) when attending the briefing session.

Application

6.   Schools which are interested in participating in the Technology Education Good Practices Sharing Scheme are requested to complete the related <u>Entry Forms</u> in Appendix 4A to 4C. (Electronic version is also available for downloading at the above CDI Web Page.) Please return the completed related Entry Forms by fax to the Technology Education Section, Curriculum Development Institute <u>on or before 3 June 2006</u> (Saturday).

Enquiry

7.   For enquiries, please contact Ms. Annie CHAU at 3689 3122 or Mr. Jason CHEUNG at 3689 3118 of the Technology Education Section.

T.W. SIN

for Secretary for Education and Manpower

c.c. Heads of Sections/ Government Primary Schools – for information

Technology Education Good Practices Sharing Scheme

1. Background

Technology Education Key Learning Area (KLA) is one of the eight KLAs in the School Curriculum which all students are entitled to learn. It comprises Business Education, Computer Education, Design and Technology Education as well as Home Economics Education. They all share the common rationale and purposes of Technology Education (TE), i.e. the learning of how human beings solve their daily problems and how to replicate and transfer the process to solve new problems that arise from time to time.

TE emphasizes on awareness, exploration, experiencing, specialization and life-long learning. Students develop their knowledge, generic skills, values and attitudes through the study of knowledge contexts in technology, process in technology and impact of technology.

TE is implemented in schools in various modes, including subject-based teaching, school-based integrated TE KLA collaborative teaching, theme-based teaching, and life experience learning.

Schools have been encouraged to make references to the following curriculum documents for all necessary details and strategies for implementing TE in secondary schools:

(a) Learning to Learn – Life-long Learning and Whole Person Development (CDC 2001)

(b) Basic Education Curriculum Guide (CDC 2002), and

(c) Technology Education Key Learning Area Curriculum Guide (CDC 2002).

2. Objectives of the Good Practices Sharing Scheme

(a) To recognize the quality work and contribution of schools, including school heads and teachers in effective design, development and successful implementation of TE in the whole school curriculum, and

(b) To recognize quality work of students in realizing the aims of education and goals of school curriculum through TE KLA.

3. Organizers

The Technology Education Good Practices Sharing Scheme is organized by the Education and Manpower Bureau with the support by the following tertiary institutions, professional bodies and organizations:

Tertiary Institutions	Professional Bodies and Organizations
➢ The Chinese University of Hong Kong (Faculty of Science) ➢ The Hong Kong Institute of Education (Department of Mathematics, Science, Social Sciences and Technology) ➢ The Hong Kong Polytechnic University (Institute of Textiles and Clothing) ➢ The Open University of Hong Kong ➢ The University of Hong Kong (Faculty of Science)	➢ Consumer Council ➢ Council of Hong Kong Professional Associations ➢ Hong Kong Food Science and Technology Association ➢ Hong Kong Home Economics Association ➢ Hong Kong Technology Education Association ➢ The Hong Kong Association for Computer Education ➢ The Hong Kong Institution of Engineers (Electrical Division)

4. Eligibility

All full-time secondary schools, heads, teachers, and students in Hong Kong are eligible. There is no limit on the number of nominations from each school.

5. Award for Good Practice

Ten nominations from each category will be selected for the Technology Education Good Practice Award, categorized in terms of (a) curriculum design, (b) curriculum leadership for the teaching profession, and (c) remarkable performances and achievements for students. The following table shows the details.

	Types of Award for Good Practice	Participants	Scope and Format	Entry Form
(a)	Good Practice for Curriculum Design in Technology Education	TE KLA Co-ordinators, Panel Chairpersons, and teachers of TE KLA	Refer to para.7 (a)	Appendix 4A
(b)	Good Practice for Curriculum Leadership in Technology Education	School heads, deputy school heads, TE KLA Co-ordinators, Panel Chairpersons, and teachers of TE KLA	Refer to para.7 (b)	Appendix 4B
(c)	Student Ambassador of Technology Education	Students	Refer to para.7 (c)	Appendix 4C

6. Time Schedule

Date	Tasks and Events
18 May 2006	Deadline for sending Reply Forms to CDI to reserve seats for Briefing Session

19 May 2006	Briefing Session on Technology Education Good Practices Sharing Scheme
	(Training Calendar Course ID: CDI020060322)
	Time: 2:30 p.m.
	Venue: Hong Kong Space Museum Lecture Hall
	            10 Salisbury Road, Tsim Sha Tsui
	            Kowloon, Hong Kong

3 Jun 2006	Deadline for application of the Scheme
12 Jun to 14 Jun 2006	Notification to individual nominees of curriculum leaders of details of interview
28 Jun to 8 Jul 2006	Interviews of curriculum leaders
20 Jul 2006	Deadline for schools to provide supporting artifacts to CDI
Jul to Sep 2006	Adjudication
Nov 2006	Prize-giving Ceremony (exact date to be confirmed in Oct 2006)
Nov 2006 to Feb 2007	Post-Activity Sharing Sessions (exact dates to be confirmed in Nov 2006)

7. Scope and Format

(a) Good Practice for Curriculum Design in Technology Education

Scope

➢ Curriculum Design of TE KLA of various level(s) in terms of
   (i)   individual TE subject, or
   (ii)   integrating subjects within TE KLA, or
   (iii)   integrating TE subjects across KLAs.

Format

➢ Nominees are required to provide evidence such as school plans, teaching schemes, lesson plans, or other appropriate documents; together with related student work such as work sheets, assignments, or others.

➢ The evidence provided could be in any format or medium.

(b) Good Practice for Curriculum Leadership in Technology Education

Scope

➢ Curriculum leadership as demonstrated by school heads, TE KLA Co-ordinators, Panel Chairpersons, or teachers of TE KLA in promoting quality learning and teaching of the TE curriculum in the school as a whole.

Format

➢ Nominees are required to attend a 20-minute interview and explain how TE has been promoted under his / her / their leadership with supporting evidence such as school plans, meeting minutes, or others.

➢ The evidence provided could be in any format or medium.

(c) Student Ambassador of Technology Education

Scope

➢ Performance in TE KLA at individual, school or community levels

➢ Attitudes towards learning of TE

Format

➢ Evidence of performance / achievement in academic and co-curricular activities of TE KLA, such as class work, school clubs, competitions, and/or community services.

➢ A piece of reflection on the topic of "*My learning experience of TE*" in written text, audio-visual, or other electronic form, such as self designed posters, video / sound clips, 'blog', or web pages.

8.   Adjudication

Evaluation criteria for outstanding practice for each category will be announced at the Briefing Session and then posted on CDI Web Page (http://www.emb.gov.hk/cd).   Judging panels comprising academics, professionals in the education sector, representatives of related professional bodies and organizations will be formed for each category.

9. Prizes

Trophies and certificates will be awarded to the best ten participants of each category.

10.   Award Presentation Ceremony and Post-Activity Sharing Session

➢ All nominees of the Scheme will be invited to an Award Presentation Ceremony to be held in November 2006.

➢ The best ten participants of each category will be invited to share their good practices and quality work at the Post-Activity Sharing Session and other related professional development programmes.

11. Originality

All entries must be original and any infringement or misrepresentation of ownership will be disqualified.

12. Briefing Session for Technology Education Good Practices Sharing Scheme

Date: 19 May 2006 (Friday)

Time: 2:30 p.m.

Venue: Hong Kong Space Museum Lecture Hall

                  10 Salisbury Road, Tsim Sha Tsui

                  Kowloon, Hong Kong

Training Calendar Course ID: CDI020060322

Application: Fax the completed Reply Form (Appendix 2) to the Technology Education Section <u>on or before 18 May 2006</u>. All applications will be automatically accepted without further notification. Please bring along the attached Admission Tickets (Appendix 3) to the briefing session for registration.

Parking Space: Not available at the venue

Remarks: Briefing session will be postponed when Tropical Cyclone Signal No.8 or above or Black Rainstorm Warning Signal is issued at or before 11:30 a.m. Participants will then be notified of the new arrangement when applicable.

13. Enquiry

For enquiries, please contact Ms. Annie CHAU at 3689 3122 or Mr. Jason CHEUNG at 3689 3118 of the Technology Education Section.

Technology Education Section
Curriculum Development Institute
Education and Manpower Bureau

Reply Form

(Please return the completed form by fax at 2768 8664 <u>on or before 18 May 2006</u>)

To: Miss Kitty Ching
        Technology Education Section
        Curriculum Development Institute
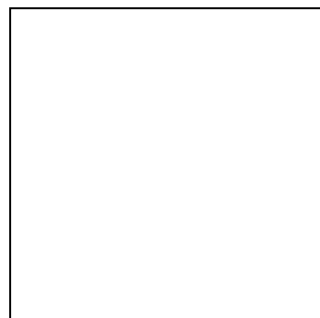   Education and Manpower Bureau
Tel No.: 3689 3122

Briefing Session on
Technology Education Good Practices Sharing Scheme
19 May 2006

The following colleagues from my school will attend the above Briefing Session.   Details are as follows:

Name in English	Name in Chinese	Post

School Chop

Signature of Principal: _____

Name of Principal: _____

Name of School: _____

_____

Telephone No.: _____

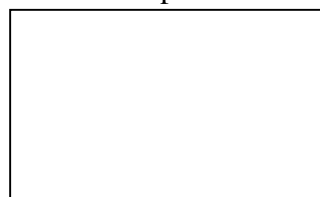Fax No.:_____

E-mail address: _____

Each applicant for the Briefing Session is requested to complete and bring along the following Admission Ticket on 19 May 2006. Photocopies could be made if necessary.

✂--

Admission Ticket

Briefing Session on Technology Education Good Practices Sharing Scheme
19 May 2006   2:30p.m.   Hong Kong Space Museum Lecture Hall
10 Salisbury Road, Tsim Sha Tsui, Kowloon, Hong Kong

School Chop

Name of Participant:
(in English) _____
(in Chinese) _____

✂--

Admission Ticket

Briefing Session on Technology Education Good Practices Sharing Scheme
19 May 2006   2:30p.m.   Hong Kong Space Museum Lecture Hall
10 Salisbury Road, Tsim Sha Tsui, Kowloon, Hong Kong

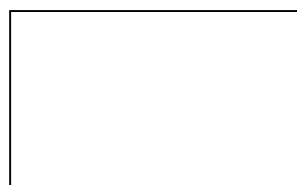School Chop

Name of Participant:
(in English) _____
(in Chinese) _____

✂--

Admission Ticket

Briefing Session on Technology Education Good Practices Sharing Scheme
19 May 2006   2:30p.m.   Hong Kong Space Museum Lecture Hall
10 Salisbury Road, Tsim Sha Tsui, Kowloon, Hong Kong

School Chop

Name of Participant:
(in English) _____
(in Chinese) _____

Entry Form

Technology Education Good Practices Sharing Scheme

Good Practice for Curriculum Design in Technology Education

(Please return the completed form(s) by fax (2768 8664) <u>on or before 3 June 2006</u>)

To: Miss Kitty Ching

Technology Education Section

Curriculum Development Institute

Education and Manpower Bureau

Tel No.: 3698 3122

Nominations for the above Awards are as follows:

Name in English	
Name in Chinese	
Subjects and Levels	
Theme of Curriculum Design & Duration	
Aims	
Please specify supporting evidences to be provided at later stage	

Note:
1. If space provided in this form is not enough, please provide information on a separate sheet and attach it to this form for submission.
2. Please make photocopies of this form if there is more than one nominated curriculum design.

School Chop

Signature of Principal: _____

Name of Principal: _____

Name of School: _____

_____

Telephone No.: _____

Fax No.:_____

E-mail address: _____

Entry Form
Technology Education Good Practices Sharing Scheme

Good Practice for Curriculum Leadership in Technology Education

(Please return the completed form(s) by fax (2768 8664) <u>on or before 3 June 2006</u>)

To: Miss Kitty Ching

Technology Education Section

Curriculum Development Institute

Education & Manpower Bureau

Tel No.: 3698 3122

My school would nominate the following teaching staff for the above Award:

Name(s) in English	
Name(s) in Chinese	
Scope of Leadership	
Please specify supporting evidences to be provided at later stage	

Note:
1. If space provided in this form is not enough, please provide information on a separate sheet and attach it to this form for submission.
2. Please make photocopies of this form if there is more than one nomination. Each nomination could include one person or a group of persons

School Chop

Signature of Principal: _____

Name of Principal: _____

Name of School: _____

_____

Telephone No.: _____

Fax No.:_____

E-mail address: _____

Entry Form
Technology Education Good Practices Sharing Scheme

Student Ambassador of Technology Education

(Please return the completed form(s) by fax (2768 8664) <u>on or before 3 June 2006</u>)

To: Miss Kitty Ching

Technology Education Section

Curriculum Development Institute

Education & Manpower Bureau

Tel No.: 3698 3122

The following students of my school are nominated as Student Ambassadors of TE:

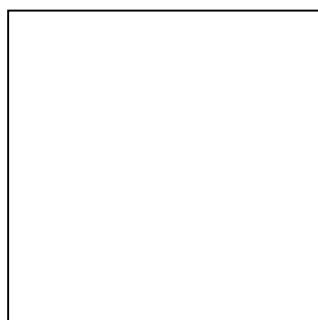|	Name of students		Class
	(in English)	**(in Chinese)**	
1			
2			
3			
4			
5			

Note:
1. Please make photocopies of this form if more students are nominated.
2. Supporting evidences should be submitted on or before 20 July 2006.   Late submission will not be considered.

Name of Contact Person: _____

E-mail Address:_____ Telephone No.: _____

School Chop

Signature of Principal: _____

Name of Principal: _____

Name of School: _____

_____

Telephone No.: _____

Fax No.:_____

E-mail address: _____