

Printed Textbook Writing Guidelines for History (Secondary 1-3)

1. Introduction

The purpose of this set of guidelines is to familiarise interested textbook publishers with the curriculum aims and objectives, guiding principles for writing textbooks, of History in a bid to ensure that the textbooks are written in accordance with the specific requirements of the curriculum and “The Seven Learning Goals for Secondary Education” (www.edb.gov.hk/en/curriculum-development/7-learning-goals/about-7-learning-goals/secondary.html) (For details, please refer to *Secondary Education Curriculum Guide* (2017)). For the general principles and requirements for writing textbooks, publishers should refer to the latest edition of the *Guiding Principles for Quality Textbooks* available from the Education Bureau’s Textbook Information website (www.edb.gov.hk/textbook).

The textbooks should be written in line with the following CDC curriculum documents:

- *Personal, Social and Humanities Education Key Learning Area Curriculum Guide (Primary 1 – Secondary 6)* (2017)
- *Personal, Social and Humanities Education Key Learning Area: History Curriculum Guide (Secondary 1-3)* (2019)

2. Curriculum Aims and Objectives

Textbook publishers should refer to *the Personal, Social and Humanities Education Key Learning Area: History Curriculum Guide (Secondary 1-3)* (2019). The writing of the textbooks should be written in line with the aims and objectives of the revised junior secondary History curriculum and should facilitate constructing and enhancing students’ historical knowledge foundation, skills development and values formation in the learning and teaching of History

2.1 Curriculum Aims

The aims of Secondary 1-3 History curriculum are:

- (a) to enhance and develop students’ interest in studying history;
- (b) to help students understand the present in the context of the past;
- (c) to enrich students’ knowledge of their own community and culture, as well as other major cultures of the world;

- (d) to develop students' historical skills and generic skills for further studies and life situations;
- (e) to nurture students to become citizens who have global perspectives, knowledge and sense of responsibility.

2.2 Curriculum Objectives

After completion of the junior secondary History curriculum, students should be able to:

(a) Knowledge and Understanding

- i. understand and comprehend from a variety of perspectives (political, economic, technological and scientific, social, religious, aesthetic, etc.), the main characteristics of world civilisations in different periods;
- ii. understand and comprehend the main characteristics of the development of Hong Kong and to relate them to the national and world development;
- iii. comprehend basic historical concepts and terms;
- iv. understand the relationship between cause and consequence of historical events;
- v. comprehend change and continuity in major historical issues and developments;
- vi. understand that the past may be interpreted in different ways.

(b) Skills

- i. use historical terminology in an appropriate way;
- ii. present historical events accurately in chronological order;
- iii. describe characteristics of historical maps, models, diagrams, charts, pictures, tables and cartoons;
- iv. make deductions and inferences from historical sources;
- v. identify different interpretations of major historical events and personalities;
- vi. distinguish the differences between historical facts and opinions;
- vii. comprehend the implication of sources, question and explore the accuracy and reliability, and then construct fair and impartial personal viewpoints;
- viii. make an imaginative reconstruction of past events;
- ix. select, organise and deploy sources, and express in a well-structured way.

(c) Attitudes and Values

- i. develop an interest in the past and an appreciation of human achievements and aspirations;
- ii. relate the study of history to contemporary life;
- iii. understand views, beliefs and values of different societies at different times so as to develop positive values and attitudes;
- iv. be willing to take up the responsibility of preserving antiquities and monuments, conserving cultural heritage and promoting history and culture.

3. Guiding Principles

3.1 Bridging of curriculum

- The content should show bridging relation with the Basic Education.

Before receiving junior secondary education, students have already acquired initial understanding of some important historical events that influenced global development (e.g. war and peace) from General Studies in primary level. Junior Secondary History textbooks should build on this primary learning foundation to further enrich students' historical knowledge, enhance their ability to study history and develop positive values and attitudes so as to lay a foundation for lifelong learning.

3.2 Content

- The content should cover the foundation part and the extended part of the 12 topics, as well as all case studies in the revised curriculum.
- The content should be useful to the learning and teaching process and will facilitate students' active participation and their balanced development in the three aspects of knowledge construction, use of integration skills and development of positive values and attitudes.
- While the historical information provided should be accurate, adequate and systematically organised, due emphasis should be placed to the development of students' historical concepts and skills.
- To enhance students' understanding of History as a dynamic and lively subject, the content should be able to provide students with authentic, valid and up-to-date materials and sources which can stimulate curiosity, empathy and a sense of reality in the learning of history.
- Illustrations such as maps, pictures and diagrams, etc. should be included where they can help to stimulate interest or reinforce understanding, and their contents and positions should match the text. Relevant illustrations and information should be authentic, objective and valid, and avoid using materials with strong subjective stance and biases.

- In the description of historical events, objectivity, impartiality and professionalism should be exercised and different perspectives should be provided. Supporting evidence for the description should be quoted from reliable and credible sources, and the origin of sources should be provided as far as possible. Facts and views/opinions should be distinguished from each other.
- Diverse standpoints and perspectives in understanding and interpreting the past should be provided.
- Headings should align with contents.
- The content should be accurate and systematically organised. It should align with the suggested allocation of time in the curriculum guide in order to avoid too heavy contents.

3.3 Learning and Teaching

- A variety of appropriate learning tasks, activities and exercises should be devised to stimulate students' enquiry, empathy and imagination. Source-based exercises should be employed to develop students' abilities to comprehend and analyse the information. Other learning activities such as questioning, discussion, role-play, simulation games, project work, information collecting, etc. could also be suggested. Life-wide learning activities which align with the curriculum can be proposed.
- To facilitate students' self-directed learning, various supplementary reference materials and extended reading in each chapter should be provided. Extended learning exercises could also be provided in order to enrich students' knowledge of historical development.
- Junior secondary education emphasizes helping students build a solid foundation of knowledge. As such, the design of learning activities and assessment items included in textbooks should aim at helping students acquire knowledge and develop understanding; whereas excessive evaluation questions should be avoided. Moreover, the introduction of broad questions without the provision of sufficient historical information and guidelines should also be avoided, so as not to exceed the capability of junior secondary students in terms of their prior knowledge, and lead students to make general responses with limited sources and personal understanding, thereby deviating from the curriculum objectives.
- Learning activities should be challenging enough in view of students' ability. Activities that require students to copy mechanically from the text or that focus largely on students' reading comprehension ability should be avoided.
- The design of the learning activities should allow flexibility to cater for the diversity of students' interests and abilities.

3.4 Structure and Organisation

- The content sequence should be appropriate and logical. Key words and concepts are identified and highlighted.
- The structure of the content should be made apparent by means of functional devices including table of content, chapter titles, headings and outlines.
- To facilitate students using the enquiry approach to learn History, each chapter should start with an enquiry question and the content of each chapter should be structured and organised by a number of different guiding questions so as to arouse students' interest, provoke their thinking and help them gradually construct their knowledge and understanding of topics. An overview can be put at the beginning and a summary or conclusion at the end of each chapter. It should aim to introduce the basic content of the chapter and the major trends of historical development, so that students can grasp the historical knowledge holistically and understand the major patterns of historical development.

3.5 Language

- The level of difficulty of the language used in the textbook should be commensurate with the language ability of students. [*An English-Chinese Glossary of Terms Commonly Used in the Teaching of History in Secondary Schools*](#) (2018) should be referred to where applicable.
- Pinyin should be adopted for Chinese names and places.
- Position of glossary of terms can be put on the first/last page of textbook or as footnotes at the end of the page.
- Where appropriate, guidance on pronunciation could be provided to facilitate student learning. For translated Chinese names and places, they can be accompanied by their original terms.

3.6 Textbook Layout

- To help reduce the weight of textbooks, lightweight paper is used. Textbooks should be separated into 3 volumes.
- The design should facilitate the reuse of textbooks. (For example, materials for one-off use and tearing off pages from the textbook should be avoided as far as possible.)
- The font type is one that is commonly used. The font type and font size are consistent throughout the textbooks.
- Publisher may refer to the latest edition of EDB's [*Guiding Principles for Printing of Textbooks*](#) for use of paper, colouring, use of inks, etc.

4. Others

- 4.1 When writing textbooks, publishers have to ensure that the contents of and information provided in the materials should be correct, complete, up-to-date, objective and impartial. The source and the date of the information should be provided as appropriate. The information in the illustrations and images should avoid showing brand-names of commercial items unless it is necessary.
- 4.2 Publishers should avoid putting excessive hyperlinks / QR codes in the textbooks so as not to violate the self-containment principles. The contents of the hyperlinks / QR codes should be placed in the teacher's handbooks or the publisher's online learning platforms as far as possible for teachers and students' reference. The hyperlinks / QR codes should link to the websites with high credibility, such as the official websites and the websites of academic institutions, and avoid linking to commercial or social media platforms.
- 4.3 It is incumbent on the publishers to ensure that all proof-reading work, including the language, information, punctuation, illustration, pagination, etc., is completed and accurate before submitting the textbooks for review.
- 4.4 Publishers should clear all copyright issues of the textbooks as appropriate.
- 4.5 Publishers should not use expiration of copyright on the textbook materials as a reason to apply for textbook revision or reprint with minor amendments.
- 4.6 Publishers should pay attention to the curriculum time allocation suggested in the curriculum documents of this subject to ensure that the learning contents are designed with an appropriate quantity and level.
- 4.7 If publishers submit other versions (such as Chinese version or electronic version) of the same textbook title for review at the same time, they should duly check the consistency of the contents among all the versions. If another version will be submitted at a later stage, the suggestions in the review reports for the previous submitted version should be thoroughly followed before submission.

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