

e-Textbook Writing Guidelines for Physical Education Elective (Secondary 4 – 6)

1. Introduction

- 1.1 The purpose of this set of guidelines is to familiarise interested e-textbook publishers with the curriculum aims and objectives and related principles for writing e-textbooks of the Senior Secondary (SS) Physical Education (PE) Elective, etc. in a bid to ensure that the e-textbooks are written in accordance with the specific requirements of the curriculum and the updated “Seven Learning Goals of Secondary Education” (www.edb.gov.hk/en/curriculum-development/7-learning-goals/secondary/index.html). For details, please refer to the *Secondary Education Curriculum Guide* (2017) and its Supplementary Notes (2021) (www.edb.gov.hk/en/curriculum-development/major-level-of-edu/secondary/CG_documents.html).
- 1.2 The *Values Education Curriculum Framework (Pilot Version)* was released in 2021 and ten priority values and attitudes (PVA) were introduced. The PVA have been optimised since 2023 with the PVA “Care for Others” extended to “benevolence” and two PVA (i.e. “Filial Piety” and “Unity”) added. Publishers should incorporate the learning elements for values education in the e-textbooks where appropriate. For details, please refer to *Values Education Curriculum Framework (Pilot Version)* (2021) (Chinese version only) (www.edb.gov.hk/en/curriculum-development/4-key-tasks/moral-civic/ve_curriculum_framework2021.html) and the EDBCM No.183/2023 on *Enriching the Values Education Curriculum Framework (Pilot Version) – Optimisation of “Priority Values and Attitudes”* (applications.edb.gov.hk/circular/upload/EDBCM/EDBCM23183E.pdf).
- 1.3 The *Curriculum Framework of National Security Education in Hong Kong* (2021) was released in 2021. Publishers should incorporate the learning elements on national security education in the e-textbooks where appropriate. They may also refer to the government website “National Security Education Day” for information such as major fields of national security. For details, please refer to the Curriculum Framework of National Security Education in Hong Kong (www.edb.gov.hk/en/curriculum-development/kla/pshe/national-security-education/index.html) and the government website “National Security Education Day” (www.nsed.gov.hk/index.php?l=en).
- 1.4 For the general principles and requirements for writing e-textbooks and the requirements for submission of e-textbooks for review, publishers should refer to the latest edition of the *Guiding Principles for Quality Textbooks* and *Guidelines on Submission of e-Textbooks for Review* available on the EDB’s Textbook Information website (www.edb.gov.hk/textbook).
- 1.5 The e-textbooks should be written in line with the following CDC curriculum documents:

- Physical Education Key Learning Area Curriculum Guide (Primary 1 – Secondary 6) (2017)
- Physical Education Key Learning Area – Physical Education Curriculum and Assessment Guide (Secondary 4 - 6) (2007) (with updates in July 2023)

2. Curriculum Aims and Targets

2.1 Curriculum Aims

The PE Elective curriculum aims at enabling students to:

- acquire the knowledge and skills, and develop the values and attitudes necessary to pursue an active and healthy life in a self-regulated manner;
- become responsible citizens who contribute to the building of a healthy community and are themselves vigorous, vital and able to convince others to adopt an active and healthy lifestyle;
- integrate physical skills with theoretical learning and use them to support and strengthen their conceptual understanding and higher-order thinking;
- construct knowledge by linking the understandings they develop in PE, sport and recreation with those in other disciplines, and make use of this knowledge in further education and career development;
- apply theories to enhance performance or participation in PE, sport and recreation;
- foster proper sport-related values, attitudes and desirable moral behaviour, and transfer them to their daily life; and
- develop the generic skills for lifelong learning.

2.2 Learning Targets

In the PE Elective, students are expected to:

- broaden their knowledge and deepen their understanding of issues related to body maintenance, self enhancement and care for the community in PE, sport and recreation;
- develop the knowledge, attitudes, skills and habits necessary for understanding the world of PE, sport, and recreation through reading;
- enhance their intellectual capacity by integrating physical skills into theoretical learning, using their physical experience to support and strengthen conceptual understanding and higher-order thinking, and to evaluate theories in authentic PE, sport and recreation contexts;
- connect the principles of PE, sport and recreation to related fields and disciplines, and become aware of the links to further education and career paths;

- develop aesthetic appreciation, generic skills, notably communication skills, critical thinking skills, collaboration skills and creativity, and apply them in real-life situations; and
- develop desirable personal and social qualities, desirable sporting etiquette, commitment, a sense of responsibility as well as an understanding of and respect for different cultures in organising events involving physical activities in the school or community.

3. Guiding Principles

3.1 Content

- Reference should be made to the following curriculum documents:
[Physical Education Key Learning Area – Physical Education Curriculum and Assessment Guide \(Secondary 4 – 6\) \(2007\) \(with updates in July 2023\)](#). It manifests the curriculum aims, the learning and teaching strategies, and assessment of the subject. It presents the curriculum framework and curriculum design.
- The curriculum covers nine theoretical learning parts and they are:
 - Part I: History and Development
 - Part II: Human Body
 - Part III: Movement Analysis
 - Part IV: Fitness and Nutrition
 - Part V: Training Methods
 - Part VI: Sport Injuries
 - Part VII: Psychological Skills
 - Part VIII: Social Aspects
 - Part IX: Sport and Recreation Management
- The curriculum covers nine theoretical learning parts. The following two points are noteworthy:
 - The nine theoretical parts are grouped under three themes, which are considered to be the main concerns of active and healthy citizens. Health refers to our physical, mental and social well-being. An active and healthy lifestyle goes beyond health in that it is a way of living based on regular physical activity that leads to vigour, vitality, self-respect and control of one's destiny. Hence, in addition to building a strong and healthy body (Theme 1: "Body Maintenance"; recommended lesson time allocation percentage = 30%), the PE Elective also helps students to cope with problems they are likely to face when seeking challenges (Theme 2: "Self Enhancement";

recommended lesson time allocation percentage = 30%). PE also helps students to confront the social and political issues that may arise in PE, sport, and recreation (Theme 3: “Care for the Community”; recommended lesson time allocation percentage = 24%).

- The nine theoretical parts touch on the basics of various academic disciplines, including physiology, nutrition, physics, psychology, sociology, history and management, and help students to build a foundation in science as well as the humanities and social sciences.
- Reference should also be made to [Physical Education \(Hong Kong Diploma of Secondary Education\) Learning and Teaching Package \(2024\)](#) and updated information. It contains the specific content of the nine theoretical parts.

3.2 Learning and Teaching

The following principles should be taken into consideration for effective learning and teaching in the PE Elective:

- Building on prior knowledge and experience
Learning should build on students’ prior knowledge and experience. Learning records in General PE and students’ fitness evaluations are useful information in this respect.
- Specific learning targets
Each learning activity should be designed with learning targets that are specific, measurable or observable and achievable within the time specified.
- Teaching for understanding
Students should develop understanding, not just memorise facts. For instance, the use of concept maps and flow charts can be helpful to indicate how concepts and events are interlinked.
- Teaching for self-learning
Skills to develop self-learning, such as reading to learn, self-directed research, presentations of findings and others, should be taught to help students take responsibility for their learning and become self-directed learners.
- Enhancing motivation
Students should be motivated to learn and the learning activities should be relevant to their daily lives.
- Effective use of resources

A wide range of learning and teaching resources should be used and stored effectively. Local and overseas websites on PE should be identified, properly annotated and made known to students for browsing.

- Maximising engagement

To keep students “on task” and focused on learning, appropriate learning activities should be designed to facilitate learning.

- Aligning assessment and feedback with learning

Assessment should be regarded as an integral part of learning and teaching. Various types of assignment should be used to help students identify their strengths and weaknesses.

- Catering for learner diversity

To cater for the diverse interests, characteristics and strengths of students, a wide range of teaching strategies should be employed.

- Learning by doing

Students should be actively involved in using or testing theories in authentic situations. They should be involved in hands-on activities, experiments and/or fieldwork that enable them to gain first-hand experience and reflect on this. This leads not only to effective learning, but also to increased interest and self-confidence.

3.3 Structure and Organisation

To cater for learner diversity and ensure effective resource utilisation, three approaches to the organisation of curriculum could be adopted:

- Considering the complexity of study content

The nine theoretical parts of the curriculum content have been presented in a particular sequence that implies progression from less complicated learning tasks to more complicated ones, and from the development of general knowledge to application, integration, analysis and eventually the practical use of knowledge. The sequence suggested below will enable students to explore their interests in S4, and develop good understanding of the subject for effective progression to S5 and S6.

- Considering learner concerns

The sequence of learning for the nine theoretical parts may also be arranged to take into account learners’ concerns of various kinds pertaining to body maintenance, self enhancement or care for the community.

- A thematic or problem-based approach

A less discipline-based design is used to break the nine theoretical parts into smaller units and link them to different themes or problems so that study progresses in a natural way.

3.4 Language

- In addition to those mentioned in the latest edition of the [Guiding Principles for Quality Textbooks](#), reference should be made to [An English-Chinese Glossary of Terms Commonly Used in the Teaching of Physical Education in Secondary Schools](#).

3.5 Pedagogical Use of e-Features

- The e-textbooks should meet the technical and functional requirements with appropriate pedagogical use of e-features for learning and teaching activities and assessments.
- Please refer to the latest edition of the latest edition of the *Guiding Principles for Quality Textbooks* for the relevant requirements.
- Multimedia, such as photographs, illustrations, pictures, graphs, videos and simulations should be relevant to the e-textbook content and be accurate with appropriate descriptions to stimulate and facilitate learning. They should serve to direct students to the instructional focus rather than to distract them from them.
- Interactive assessment tasks could be included in e-textbook to facilitate assessment for learning.

3.6 Learning Elements/Skills Not Replaceable by Digital Means

- The practical motor and sports skills in action are not replaceable by digital means.

3.7 Technical and Functional Requirements

- Refer to the latest edition of the [Guiding Principles for Quality Textbooks](#) for the relevant requirements.

4. Others

- 4.1 When writing e-textbooks, publishers have to ensure that the content 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 the brand names of commercial items unless they are necessary.
- 4.2 All URLs and hyperlinks (including the publisher's self-developed learning materials and the learning and teaching resources developed by the third party) in the e-textbooks should be linked to the publisher's website for the publisher's easy management. For the third party resources, the URLs or hyperlinks should be linked 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. In case problems arise from the

hyperlinked content (including the third party resources), the publisher should take immediate follow-up actions and bear the relevant liability.

- 4.3 Publishers should avoid putting excessive hyperlinks that provide additional references in the e-textbooks so as not to violate the self-containment principles. Publishers may place the hyperlinks of their self-developed supplementary learning materials or the learning and teaching resources developed by the third party on their website. Publishers may also provide their website's URL in the Teacher's Book for teachers' reference to facilitate lesson preparation or design of learning and teaching activities. Publishers should be accountable for the learning and teaching resources they provide.
- 4.4 The maps included in the textbooks should be accurate and only contain essential information suitable for student learning. Reference should be made to the requirements and standard maps of the Ministry of Natural Resources of the People's Republic of China for all maps of China included in the textbooks, and wherever appropriate, the respective map review numbers and dates of reference should be quoted. Textbook publishers should also follow strictly the instructions in “公開地圖內容表示規範” issued by the Ministry of Natural Resources.
- (https://www.gov.cn/zhengce/zhengceku/2023-02/17/content_5741977.htm)
- 4.5 When using images of the national flag, national emblem, regional flag and regional emblem, the following points should be noted:
- **avoid drawing** the national flag, national emblem, regional flag and regional emblem on your own;
 - use real photos to show the national flag, national emblem, regional flag, regional emblem, etc.;
 - use the files of the national flag, national emblem, regional flag and regional emblem downloaded from the Protocol Division Government Secretariat and follow the relevant requirements stipulated by the Protocol Division Government Secretariat on the use of these images.
- 4.6 It is mandatory for the publishers to ensure that all proof-reading work, including that for e-features, language, punctuation, information, illustration, pagination, etc., is completed and the e-textbooks are error-free before submitting them for review.
- 4.7 Publishers should review the e-textbook content from time to time. When necessary, publishers can make amendments to the e-textbook content with the EDB's consent. The EDB may also require publishers to make amendments when needs arise.
- 4.8 Publishers should clear all copyright issues of the e-textbooks as appropriate.
- 4.9 The suggested time allocation set out in the curriculum documents should be taken into consideration to ensure that the learning content is designed with an appropriate quantity and level.

- 4.10 If publishers submit other versions (such as Chinese version or printed version) of the same textbook title for review at the same time, they should duly check the consistency of the content among all the versions. If another version is to be submitted at a later stage, the suggestions in the e-Textbook Review Report for the previously submitted version should be duly followed before submission.

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