

保良局朱敬文中學

二零一四至二零一五年度

高中課程支援津貼

計劃評估報告

2014/2015 高中課程支援津貼評估報告

設計與應用科技科

項目名稱： 設計與應用科技教學助理

目的：

1. 跟進中四至中六學生 SBA 習作，並加以指導。
2. 推動各年級學生學習各類模組及軟件。

施行細則： 管理科技研習中心。
指導各年級使用軟件及製作設計作業。

表現指標： 學生 SBA 校內外成績。

評估機制： 檢視學生的製作成果。
觀察表現。

成果：

1. 減輕老師課教授校本評核工作量，提升老師教學質素。
2. 學生依時完成校本評核作業。
3. 學生校本評核表現理想，大部份學生分數為 80 以上。
4. 學生 2015 文憑試校本評核作業成績理想，九成考生合格。
5. 協助管理科技研習室，減輕老師工作量。

負責老師： 余卓輝

日期： 二零一五年九月十日

2014/2015 高中課程支援津貼評估報告

- 項目名稱：** 中國語文科發展助理
- 目的：** 配合新高中中國語文科，文言文閱讀理解能力、聆聽理解能力及口語溝通能力均需加倍訓練，以彌補初中時較側重白話文閱讀能力及寫作能力的訓練。支援讀寫障礙教學的需要。
- 受惠對象及人數：** 中五及中六學生共76人。(5A 10人; 5B 8人; 5C 19人; 5D 13人; 6A 5人; 6B 11人; 6C 8人; 6D 2人)。
- 具體工作：** 製作教材及預備參考資料，協助教師於課堂及下課後進行口語溝通訓練及支援讀寫障礙課程授課，處理校內其他指派工作。
- 受惠人總時數：** 一年
- 評估方法：** 統計學生課堂表現及課後補課出席情況，透過口頭調查，以及公開試、全港系統評估成績了解訓練是否對學生有幫助。
- 成果：** 91%學生均認為增加訓練可提昇口語溝通技巧，兼且可以多涉獵不同的時事資訊。在公開試中，說話能力一卷合格率達七成，成績令人滿意。
- 負責老師：** 何寶顏老師
- 日期：** 二零一五年九月十日

2014/2015 Report on SSCSG

Post	English Teachers' Assistant
Major Areas of Concern	<ol style="list-style-type: none"> 1. To relieve teachers' workload 2. To help students get more exposure to English
Employment Period	From September 1, 2014 to August 31, 2015
Main Duties Done	<p>TSA</p> <ul style="list-style-type: none"> ● Assisting in organizing TSA training workshops (3 sessions for reading, 3 sessions for listening, 8 sessions for speaking) ● Getting quotations from different service providers for speaking ● Coordinating with the selected service provider and facilitating the conducting of the speaking workshops ● Helping prepare the materials of TSA reading & listening papers ● Preparing circulars for different workshops ● Making reports on different workshops <p>SBA</p> <ul style="list-style-type: none"> ● Helping with the preparation of the assessments for subject teachers ● Helping with the recording of assessments in the recording room for S5 & S6 students ● Helping with the mark standardization for the assessments ● Preparing the discs for marking sharing sessions with other schools ● Helping with the mark submission to HKEAA <p>Drama</p> <ul style="list-style-type: none"> ● Assisting Ms CKP to handle all the quotations for the drama workshop and coordinating with the service provider to conduct the workshop ● Assisting Ms CKP to organize the Drama Appreciation Activity held in Sai Wan Ho Civic Centre ● Preparing circulars for different activities ● Assisting Ms CKP to prepare all the materials needed for Drama Workshop and Drama Appreciation <p>English Online Programme</p> <ul style="list-style-type: none"> ● Getting quotations from several service providers ● Doing the demonstrations in class for all junior secondary students ● Handling all the logistics for the programme and liaising with the

	<p>service provider frequently</p> <p>DSE Strategy Classes</p> <ul style="list-style-type: none"> ● Preparing all the registration forms and circulars for different speaking classes for S5 & S6 students ● Helping with the organization of the summer DSE classes for S5 students ● Being a tutor for the summer speaking classes as well as other classes ● Preparing reports for the classes <p>Others</p> <ul style="list-style-type: none"> ● Acting as an invigilator for the internal assessments/exams as well as the nominated external invigilator for the 2015 DSE ● Establishing an e-resources bank of the English Department ● Escorting students in English learning activities ● Being a secretary for all English Panel meetings ● Sorting all the English references and ERS books in the library ● Dealing with all the miscellaneous for the panel ● Having patrolling and lunch duties for the whole school ● Assisting other school events
Method of Evaluation	The performance of the staff has been assessed with reference to the school-based-staff-review system
Evaluation	Over the whole school year, the post has been of paramount importance to the success of the completion of all administrative work for the whole panel. Without doubt that the outcomes of different tasks or activities were encouraging with lots of favourable feedback with the assistance of the TA. Without this post, most of the teaching tasks, student activities, liaison among teachers, filing & e-filing of the panel would not have been done smoothly and efficiently.
Recommendation	A twelve-month contract recruiting a TA is conducive to the development of the whole panel. It is recommended that the post must be kept as long as possible.
Teacher-in-charge	Ms Chan Chuk Chun Ivy
Date	September 10, 2015

2014/2015 高中課程支援津貼評估報告

項目名稱： 手繪圖技巧導師

目的： 鑑於高中(S5 及 S6)學生須於學年內完成專題習作校本評核，而任教老師無法全力照顧所有學生的需要。

施行細則： 技術督導一名，指導及監督同學操作大型機械如車床等。該督導員須於2014年9月至2015年6月於上課天不定期工作，全學期共約300小時。

表現指標： 學生的公開試成績能有所提升。

評估機制： 檢視學生的製作成果。

- 成果：**
1. 照顧能力未達標的學生，改善答題技巧。
 2. 活動出席率高於八成。
 3. 學生能改善手繪圖技巧、三視圖、兩點透視圖技巧、立體圖技巧、著色技巧等。效果可由學生在文憑試繪圖題作答表現反映。
 4. 詢問學生 – 時間安排、次數安排、教授內容、實用性、趣味性及導師整體表現皆表示滿意或非常滿意。
 5. 公開試成績 – 九成合格率，遠高於平均合格率。

負責老師： 余卓輝

日期： 二零一五年九月十日