



澳 門 科 技 大 學

**MACAU UNIVERSITY OF SCIENCE  
AND TECHNOLOGY**

**PROGRAM FOR  
FEBRUARY – MAY 2012**

**2012 年 2 月 至 5 月 課 程 安 排**

**教育發展中心  
EDUCATIONAL DEVELOPMENT  
CENTRE**

**2012**

<http://www.must.edu.mo/edc/eng>

<http://www.must.edu.mo/edc>

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# ACADEMIC AND ADMINISTRATIVE STAFF

教學和行政人員

Room N406 (inside the library, on the 4<sup>th</sup> floor of the library)  
unless other wise announced

圖書館（內）4樓 N406 室（另有公佈除外）

|   | Date                 | Time                     |
|---|----------------------|--------------------------|
| <b>Theme One: Effective teaching and learning</b><br>主題一: 有效教學和學習   |                      |                          |
| <b>Sharing session by from winners of the Teaching Excellence Award</b><br>(Chinese medium):<br>Associate Professors Song Yu and Huang Guang Hui<br>教學傑出獎獲獎者經驗分享（中文）<br>主講：宋宇副教授<br>黃光輝講師   | Friday<br>17 Feb.    | 5.00 pm –<br>6.00 pm     |
| <b>Effective student learning through strategically designed assessment and learning materials</b><br>Associate Professor Rick Glofcheski<br>(Hong Kong University)<br>透過獨特設計的評估方式和學習材料提高學生學習效率<br>講者：香港大學 Rick Glofcheski 副教授                  | Saturday<br>3 March  | 10.00 am –<br>12.00 noon |
| <b>Outcomes based education for English language teachers</b><br>Dr. Keith Tong Sai Tou, Dr. Martha Lam and Dr. Edward Li (Hong Kong University of Science and Technology)<br>給英語教師而設的成果導向教育課程<br>講者：香港科技大學 Keith Tong Sai Tou 博士及 Edward Li 博士 | Saturday<br>17 March | 10.00 am –<br>1.00 pm    |

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| <b>Theme Two: Quality Assurance</b><br>主題二: 質素保證  |                    |                      |
| <b>Quality assurance pro-forma introduction and completion</b><br>介紹及完成填寫開設/修改課程申請表格  | Monday<br>13 Feb.  | 5.00 pm –<br>6.00 pm |
| <b>Developing ‘model courses’</b><br>開發《示範科目》   | Monday<br>20 Feb.  | 5.00 pm –<br>6.00 pm |
| <b>Theme Three: Research and publication</b><br>主題三：科研及成果發表   |                    |                      |
| <b>Getting your research papers published</b> (Chinese and English)<br>Professor Tsoi Ah Chung and Associate Professor Hsing-Hung Chen<br>如何成功發表論文（中文及英文）<br>講者：蔡亞從教授<br>陳省宏副教授 | Monday<br>19 March | 5.00 pm –<br>6.00 pm |
| <b>Writing a research proposal for funded research</b> (English)<br>Professor Tsoi Ah Chung<br>如何撰寫申請經費支助的研究計劃書（英文）<br>講者：蔡亞從教授   | Monday<br>26 March | 5.00 pm –<br>6.00 pm |

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| <b>Theme Four: Effective assessment</b><br>主題四：有效考評  |                    |                      |
| <b>Purposes and types of assessment:</b><br>Norm-referenced, criterion-referenced;<br>domain-referenced; formative,<br>summative and diagnostic assessment<br>考評目的和類型：常模參照、標準參照、領域<br>參照、形成型、總結型及診斷型考評 | Monday<br>30 April | 5.00 pm –<br>6.00 pm |
| <b>Assessment: Testing, reliability and validity</b><br>考評方式：測試、信度和效度  | Monday<br>7 May    | 5.00 pm –<br>6.00 pm |
| <b>Planning for assessment and marking</b><br>考評及評分規則  | Friday<br>11 May   | 5.00 pm –<br>6.00 pm |
| <b>Marking, moderation and reviewing marks</b><br>評分、分數調整及核對   | Monday<br>14 May   | 5.00 pm –<br>6.00 pm |
| <b>Additions (to be announced (TBA))</b>   |                    |                      |
| <b>Research project</b><br>科研項目  | <b>TBA</b>         |                      |
| <b>Development of interest groups</b><br>興趣小組的培養   | <b>TBA</b>         |                      |

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| <b>Theme Five: Effective leadership and management</b>  |                       |                      |
| 主題五：高效的領導和管理能力  |                       |                      |
| <b>Developing your management skills for effective administrators</b><br>培養管理者的有效管理能力   | Monday<br>27 February | 7.00 pm –<br>8.00 pm |
| <b>Effective negotiating for challenging tasks and people</b><br>Dr. Herbert Lee<br>如何與難對付的工作和人員進行有效的談判和溝通<br>講者：Herbert Lee 博士 | Monday<br>5 March     | 7.15 pm –<br>8.15 pm |
| <b>Conflict management</b><br>Dr. Herbert Lee<br>衝突管理<br>講者：Herbert Lee 博士  | Monday<br>19 March    | 7.15 pm –<br>8.15 pm |
| <b>Effective communication for management and administration</b><br>行政管理工作的有效溝通能力   | Monday<br>2 April     | 7.00 pm –<br>8.00 pm |
| <b>Developing leadership skills for effective administrators</b><br>培養管理者的有效領導技巧  | Tuesday<br>17 April   | 7.00 pm –<br>8.00 pm |
| <b>Developing your emotional intelligence for effective management</b><br>培養有效管理中的情緒情商  | Tuesday<br>24 April   | 7.00 pm –<br>8.00 pm |

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# SOCIAL SCIENCE RESEARCH METHODS

## 社會科學研究方法

DATE

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All sessions  
(7.00 pm-9.30 pm)

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### Part One: Library usage

#### 第一部分: 如何有效利用圖書館資源

*(Chinese medium)* **Library usage: Identifying and developing a search strategy.** Finding books.  
善用圖書館：找出及培養檢索策略-書籍查詢（中文）

Wed 15  
February

*(Chinese medium)* **Library usage: Search and retrieval:** research papers, journal papers, theses and dissertations  
善用圖書館：尋找及檢索：研究論文、期刊論文與學位論文(中文)

Wed 22  
February

*(Chinese medium)* **Library usage: Finding other resources and databases, and evaluating resources and journal papers**  
善用圖書館：查找其他資源及數據庫，辨識資源和期刊論文(中文)

Wed 29  
February

*(Chinese medium)* **Library usage: Referencing and software for referencing**  
善用圖書館：引用文獻及相關軟件(中文)

Tuesday  
6 March

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### Part Two: Foundations, paradigms and research designs and methodologies

#### 第二部分: 研究的基礎、範式、設計及方法論

|   |                     |
|---|---------------------|
| <b>The research planning cycle</b><br>研究計劃周期的制定   | Wed 14<br>March     |
| <b>Paradigms of social science: positivism, naturalism, interpretivism and interactionism</b><br>社會科學範式: 實證論, 自然論, 闡釋論及互動論                            | Tuesday<br>20 March |
| <b>Paradigms of social science: critical theory; mixed methods research</b><br><b>Causality in social research</b><br>社會科學範式: 批判理論; 混合方法研究; 社會科學的因果關係 | Wed 28<br>March     |
| <b>Surveys and experiments</b><br>調查法和實驗法   | Wed 11<br>April     |
| <b>Naturalistic and interpretive research</b><br>自然和闡釋研究  | Wed 18<br>April     |
| <b>Case studies and action research</b><br>案例分析和行動研究  | Wed 25<br>April     |

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(7.00 pm-9.30 pm)

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**Ethical issues in social science research**  
社會科學研究中的倫理問題

Wed 2 May

**Samples and populations**  
樣本和人口

Wed 9 May

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### Part Three: Instrumentation 第三部分:研究工具

**Questionnaire design and piloting**  
問卷設計及預試

Wed 16  
May

**Observational and interview-based data collection**  
通過觀察和訪談收集資料

Wed 23  
May

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