



**CCC MING YIN
COLLEGE
SOCIAL SCIENCE:
CROSS -
CURRICULUM
PROJECT-BASED
LEARNING
2005 - 2006**

F. 1 and F.2



優質教育基金
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I. INTRODUCTION

Why does the school carry out Project-based Learning?

1. To encourage self-learning and collaborative learning among you and your fellow students.
2. To develop your problem-solving skills and study skills.
3. To promote your interest and skills in the use of I.T.
4. To nurture your positive learning attitude.

What are the Target Level and Subjects involved?

F.1 – F.3 Students;
Social Science Subjects (Geography, History & E.P.A.)

How is the Grouping?

Six of you form a group (divided by teachers);
Each group will be assigned a teacher adviser.

In What Formats can you present your project?

You have to use the software Powerpoint and Oral Presentation;

In What Language may you use for your project?

You have to present your project in English.

What are you going to study for your project?

F.1

Study on a district(s) in which a famous festival(s) is/are held every year in Hong Kong

F.2

Non-government organizations on charitable works and community services in Sham Shui Po (or other districts in HK)

II. IMPLEMENTATION PROCEDURES

Stage 1: Preparation Phase (September – November 2005)

1. Introducing project-based learning and project schedule.
2. Forming project groups (by the school).
3. Assigning teacher advisers to project groups (by the school).
4. Creating a Mind Map (see Appendix 1).
5. Setting your project topic.
6. Creating a Project Web with Sub-topics (see Appendix 2).
7. Completing your Project Proposal Form (see Appendix 3).
8. You may work in the MMLC and PSHE Multi-media Workshop on the Saturday morning (9:00 – 12:00) of **22nd October 2005** and **12th November 2005** (This is NOT compulsory). You have to register with your group teacher advisor first.

Stage 2: Planning Phase (December – January 2006)

1. Doing extensive reading on topic studied.
2. Finalizing your questionnaire/interview questions (optional) (see Section IV and V).
3. Completing your Working Plan Form based on your Project proposal (see Appendix 4).
4. You may work in the MMLC and PSHE Multi-media Workshop on the Saturday morning (9:00 – 12:00) of **3rd December 2005**. You have to register with your group teacher advisor first.

Stage 3: Implementation Phase (January – March 2006)

1. Searching for information.
2. Selecting information.
3. Keeping a record of information (see Appendix 5).
4. Organising information
 - a. make summary
 - b. arrange information
5. Interpreting information and analyzing data.
6. Conducting your interviews/questionnaires to collect the data for your project (optional).
7. Completing your Progress Report Form (see Appendix 6).
8. You may work in the MMLC and PSHE Multi-media Workshop on the Saturday morning (9:00 – 12:00) of **11th February 2006** (for F.1 only) and **18th February 2006** (for F.2 only) You have to register with your group teacher advisor first.

Stage 4: Final Phase (April – May 2006)

1. Compiling and analyzing the data you collected. Each class will have one after school session to complete the project before the presentation, the dates will be informed later.
2. Completing your Powerpoint Report (17 marks for F.1 classes) (15 marks for F.2 classes). It should be simple and concise. It may be in point form. Do not make your slides too wordy. But details can be put in the part of “add notes”
 - a. The title of the project
 - b. A table of Contents
 - * c. An Introduction
(Topic studied with reasons, aims & a group list)
 - d. Methods of study
(Briefly explain the methods you used)
 - e. Findings
(An interpretation of the information you collected)
(A statistical presentation of the data you collected, if any)
 - * f. Content (diagrams, charts, photos, videos etc., can be added)
(A presentation of the information you collected)
(An analysis of the data you collected)
 - * g. Conclusion and Recommendation
 - h. References/Acknowledgement (this is a MUST)
 - i. Appendix (if any)
(Attach a copy of your questionnaire(s)/interview questions/diagrams to refer to in the main body of your report, if any)
3. Performing a group Oral Presentation (8 marks for F.1 classes), (10 marks for F.2 classes)
You present your project in front of your classmates and you also answer questions they raise.
(Formats: Powerpoint (it is a MUST), web page, drama, speech etc.)
 - a. 10 minutes for your presentation.
 - b. 5 minutes for Q & A.
4. Reflecting your project-learning experience:
Complete the Self Evaluation Form (see Appendix 7).

III. ASSESSMENT (25 marks in final examination of each social science subject)

The assessment includes:

1. Presentation of project work
 - a. Written report (17 marks for F.1, 15 marks for F.2)
 - b. Oral presentation (8 marks for F.1, 10 marks for F.2)
2. Your learning attitude & records of project work (see Appendices 3, 4, 5, 6)
3. Self-evaluation (see Appendix 7) would be considered by the teacher advisers to adjust your marks.

IV. QUESTIONNAIRE DESIGN

1. Preparing your questionnaire:
 - a. What do you want to find out?
 - b. How can your questionnaire help you to collect the information you need?
 - c. How many factual and opinion questions do you want to include?
 - d. Try your questionnaire with your friends or relatives, see if it is feasible and make changes when necessary.
 - e. Finalising the questionnaire with your group members.

2. Types of question:

<i>Category</i>	<i>Example</i>	<i>Type</i>
Open question	Why do you like computer games?	Opinion
Closed question	What kinds of sports do you like? Choose your preference: swimming, hiking, ball games, horse riding.	Factual
Ranked response	What colours do you like? Please rank order them starting with your favourite: Red, blue, green, yellow, white, violet.	Factual
Scaled response	How do you choose your transportation to school? Please give a scale for each item. (Give 4 for your most important factor of consideration and 1 for the least): It should be comfortable. It should be the cheapest. It should be the quickest. It should be the most convenient.	

3. Question Order:
 - a. Begin with questions that are easier to answer.
 - b. Ask questions that are sensitive or personal at the end.
 - c. Try to include an open-ended question at the end to follow respondents to express his/her opinions of the topic freely (e.g.: Is there anything you would like to add?).

V INTERVIEWING

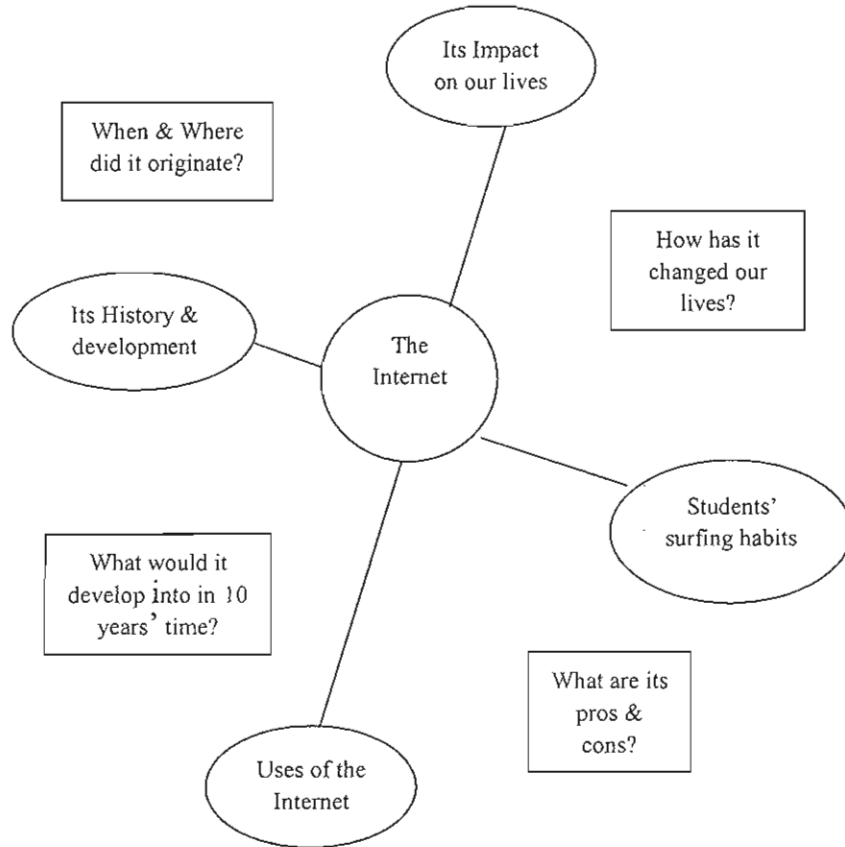
Procedures:

1. Preparation stage
 - a. Reviewing materials on related subjects to trigger your thoughts for the setting of your interview questions.
 - b. Establishing your interview questions with your group members.
 - c. Avoiding questions that lead only to “yes or no” answers.
 - d. Finalising the interview questions with your group members by putting them in appropriate order.
 - e. Contacting your interviewee(s) to see up an appointment for the actual interviews.
 2. Conducting your Interviews
 - a. Introduction
 - i. Greeting your interviewee(s).
 - ii. Introducing yourself and your group members.
 - iii. Explaining the purposes of your interview.
 - iv. Obtaining an agreement to conduct the interview.
 - b. Main body
Asking the questions that you prepared in order and recording the answers properly.
 - c. Ending
Giving thanks to the interviewee(s).
 3. Post-interviewing stage
Compiling the data that you collect as soon as possible, adding any information that you did not have time to record during the interviews.
 4. Points to note
 - a. Be polite to your interviewee(s).
 - b. Do not be upset when interviewee(s) refuse to answer some of your questions.
 - c. Maintain eye contact with your interviewee(s).
 - d. Share responsibilities among yourselves.
 - e. Take notes.
 - f. Tape recording the interview (if applicable).
 - g. Take turns to ask questions.
- h. Do not hesitate to ask your interviewee(s) to repeat an answer or offer a further explanation when in doubt.
 - i. Avoid questions that are too personal.
 - j. Avoid direct read out of questions.

VI APPENDICES

Appendix 1: Example of Mind Map

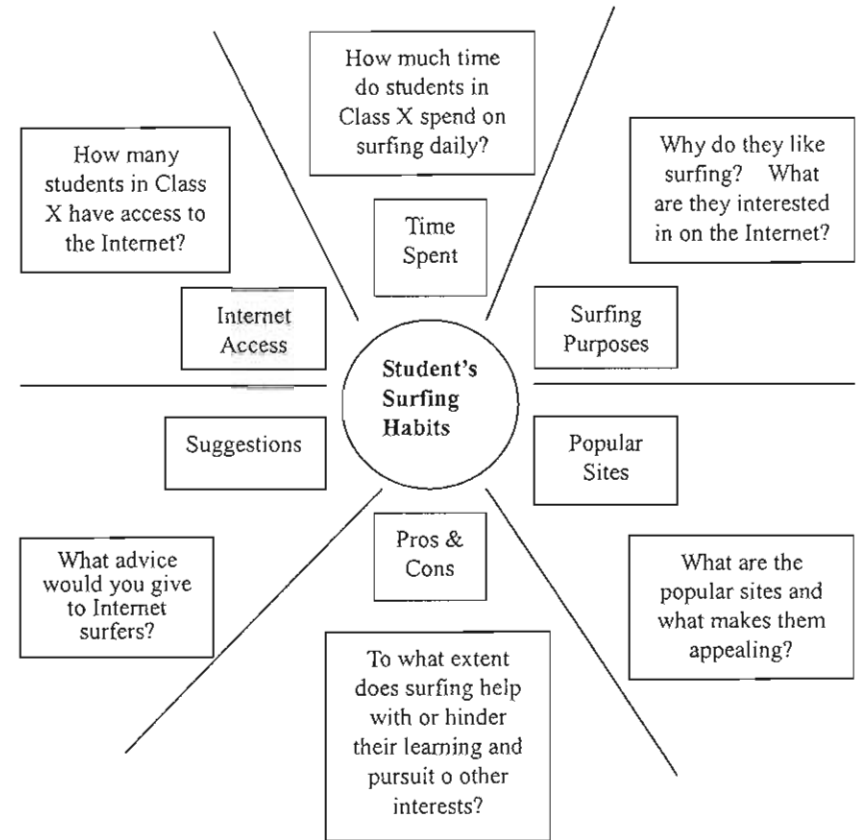
To construct a Mind map, the basic questions are:
 What? Why? Where? Who? How? Which? When?
Example of Mind Map: the use of internet



You construct your own mind map.

Appendix 2: Example of Project Web

Your project on the use of internet



You construct your project web.

Appendix 3: Project Proposal Form (A201)

Class: _____ Group No.: _____

Name of Group Leader: _____ () ()
Name of Group Members: _____ () ()
_____ () ()
_____ () ()
_____ () ()
_____ () ()

Teacher advisor: _____
Project Title: _____
Hypothesis (if any:) _____

Reasons for your choice of study topic:

Aim(s)/Objectives (What would you like to find out?)

Target Group to be studied:

Data Collecting Method(s)/Procedures:

Your expected outcome of the project:

Make a photocopy and submit to your group teacher advisor on/
before **18th October, 2005 (Tuesday) (G Day)**.

Comments by group teacher advisor.

Appendix 4: Working Plan Form (A202)

Class: _____ Group No.: _____

Name of Group Leader: _____ () ()

Name of Group Members: _____ () ()

_____ () ()

_____ () ()

_____ () ()

_____ () ()

Project Title: _____

Hypothesis (if any:) _____

Allocation of Work

<i>Name</i>	<i>Position</i>	<i>Duties & responsibilities</i>
	Group leader	e.g. time management
	Secretary	
	Treasurer	
	Interviewer	
	Data Analyst	
	IT supporter	

Make a photocopy and submit to your group teacher advisor on/ before **1st December, 2005 (Thursday) (G Day)**.

<i>Working schedule</i>			
<i>Expected finishing Date</i>	<i>Things to do</i>	<i>Actual Date of completion</i>	<i>Student (i/c)</i>
	Project Proposal preparation		
	Handing in the Project Form		
	Working Plan preparation		
	Handing in the Working Plan		
	Data collection		
	Data compilation		
	Data analysis and findings		
	Handing in the Progress Report Form		
	Project Report preparation and writing (details may be in "add notes" format in your slides)		
	Preparation for the Oral Presentation		
	Handing in the Written Report		
	Handing in the Self-evaluation and Peer Evaluation Forms		

Appendix 5: Data Collection Record Form (A203)

Class: _____ Group No.: _____

Name of Group Leader: _____ () ()
 Name of Group Members: _____ () ()
 _____ () ()
 _____ () ()
 _____ () ()
 _____ () ()

Project Title: _____

<i>Sources</i>	<i>Put a "√" for using the references on the left</i>	<i>Information in detail</i>
Book		
Pamphlet		
CD-ROM		
Internet		
Magazine		
Video		
Journal		
Newspaper		
Map		
Others (please specify)		

Make a photocopy and submit to your group teacher advisor on/ before **6th Jan, 2006 (Friday) (C Day)**.

Appendix 6: Progress Report Form (A204)

Class: _____ Group No.: _____

Name of Group Leader: _____ () ()
 Name of Group Members: _____ () ()
 _____ () ()
 _____ () ()
 _____ () ()
 _____ () ()

Project Title: _____
 Hypothesis (if any): _____

<i>Date</i>	<i>Major work done (e.g. data collection, report writing, etc.)</i>	<i>Student-in-charge</i>	<i>Remarks (e.g. reason(s) for late submission, problems encountered, etc.)</i>

Teacher adviser's comment after meeting.
 (To be completed by student.)

Signature of teacher advisor: _____

Date: _____

Make a photocopy and submit to your group teacher advisor on/ before **10th February, 2006 (Friday) (G Day)**.

Appendix 7: Self-evaluation Form (B105)

Class: _____ Group No.: _____
 Name: _____ (_____) (_____)
 Project Title: _____

Please give marks to yourself and the other group members, the highest is 5, the lowest is 1.

請你對自己和組員工作能力及工作態度評分，每項最高5分，最低1分。

		Your name in English 自己姓名:	Member names (IN ENGLISH) 組員姓名 (請用英文)					
			(1)	(2)	(3)	(4)	(5)	(6)
1.	Collecting data 資料搜集							
2.	Classification of data 資料整理							
3.	Analysing data 資料分析							
4.	Report writing 編寫報告							
5.	Presentation of report 陳述報告							
6.	Active involvement 積極性							
7.	Team Spirit 合作性							
Total Marks 總分 (35)								

Appendix 8: Oral Presentation Assessment Form (A101)

Project Topic 專題題目:		Teacher-in-charge 負責老師:			Class 班級:	
Group leader 組長:	Group members 組員:	(3)	(5)	(6)		
(1)	(2)	(4)	(5)	(6)		
1. Overall Project (Content / Power point) 成果報告 (書面/ 硬件): (5—最佳, 4—很好, 3—頗好, 2—普通, 1—有待改進) (請圈取) Excellent very good good fair needs improvement						
Overall Structure a. 報告結構		5	4	3	2	1
Content of the Project b. 報告內容		5	4	3	2	1
Achieving the goal of the Project c. 預期目標達成情況		5	4	3	2	1
Credibility of the Project d. 報告的可信性		5	4	3	2	1
Coverage of the Project e. 材料的完整性		5	4	3	2	1
Overall Standard of the Project f. 報告實際水平		5	4	3	2	1
2. Overall Project (Presentation of the Project) 成果報告 (書面/ 硬件): (5—最佳, 4—很好, 3—頗好, 2—普通, 1—有待改進) (請圈取) Excellent very good good fair needs improvement						
(i) Group Presentation 闡述專題的實施過程						
Systematic presentation a. 條理清晰		5	4	3	2	1
Oratorical skill b. 口頭表達能力		5	4	3	2	1
Use of evidence c. 例證展示		5	4	3	2	1
Time use d. 時間運用		5	4	3	2	1
(ii) Q & A (If applicable) 回答問題 (如適用)						
Answering technique a. 應對能力		5	4	3	2	1
Accuracy b. 正確性		5	4	3	2	1
Team work c. 小組合作性		5	4	3	2	1
Time use d. 時間運用		5	4	3	2	1
Overall Comment on the Project (If any) 對該項成果或過程: (若有意見可填寫) Performance of the group 全組表現		Performance of individual group member 組員個別表現				
		Group Member 組長:		5 4 3 2 1 0		
		Group Member (1)組員:		5 4 3 2 1 0		
		Group Member (2)組員:		5 4 3 2 1 0		
		Group Member (3)組員:		5 4 3 2 1 0		
		Group Member (4)組員:		5 4 3 2 1 0		
		Group Member (5)組員:		5 4 3 2 1 0		
		Group Member (6)組員:		5 4 3 2 1 0		
		Group Member (7)組員:		5 4 3 2 1 0		

(by adjudicator)

Appendix 9: Powerpoint Report Assessment Form (A205)

Class: _____ Group No.: _____

Name of Group Leader: _____ () ()
 Name of Group Members: _____ () ()
 _____ () ()
 _____ () ()
 _____ () ()
 _____ () ()

Project Title: _____

<i>Performance (Group)</i>	<i>Rating** (5,4,3,2 or 1)</i>	<i>Remarks</i>
Understanding of the problem (coverage, in-depthness, critics)		
Planning and Objectives (effectiveness, clarity)		
Data/Information (Accuracy, organization, analysis)		
Knowledge and skills (application)		
Writing style and layout (editing skills)		
Creativity		
Use of IT resources		
Evaluation (suggestion for improvement)		
Use of diagrams (statistics, photos)		
Cover design (creativity, originality)		
Total:		

(by subject teachers)
 History/Geography/EPA

Appendix 10: Overall Marks of Project-Based Learning of Each Group (A102) (For F.1)

Class: 班別:	Group No: 組別:	Topic 題目:						
<i>Marks of the whole project</i> A. 成果報告評頭成績:		(A) 17-16	(B) 15-14	(C) 13-12	(D) 11-9	(E) 8-6	(F) 5-0	
<i>Marks for individual student</i> B. 個別成員評分:		8	7	6	5	4	3-0	<i>total marks</i>
(1)								
(2)								
(3)								
(4)								
(5)								
(6)								
(7)								

A+B = the total marks of individual student in this project.

Subject: Hist / Geog / EPA

Teacher: _____

例: A: 12
 B (1) Peter Chan 7 Peter Chan = 19
 B (3) John Lee 2 John Lee = 14

(by adjudicator AND subject teachers)

Notes Sheet

End