

97-ASL  
 UE  
 SECTION E  
 Q/ANS BK

HONG KONG EXAMINATIONS AUTHORITY  
 HONG KONG ADVANCED LEVEL EXAMINATION 1997

USE OF ENGLISH AS-LEVEL SECTION E  
 PRACTICAL SKILLS FOR WORK AND STUDY  
 Question-Answer Book

2.00 pm–3.45 pm (1 $\frac{3}{4}$  hours)  
 (28% of the subject mark)

Q.P. Code: 5015

INSTRUCTIONS

1. Write your Candidate Number, Centre Number and Seat Number in the spaces provided.
2. Answer ALL questions.
3. Write your answers in the spaces provided in this Question-Answer Book.
4. The rough-work sheets provided are for you to take notes. They will be collected separately and will not be marked.

Candidate Number					
Centre Number					
Seat Number					

	Marker's Use Only	Examiner's Use Only
	Marker No.	Examiner No.
I		
II		
III		
Total		

	1st Appeals Marker Only	2nd Appeals Marker Only
	Marker No.	Marker No.
I		
II		
III		
Total		

Checker's Use Only	
Checker's No.	
I	
II	
III	
Total	

## INSTRUCTIONS

When you complete the following tasks, remember that **all your** comments must be based on information in the Data File. Your comments must be **understood** by readers who do not have copies of the Data File to refer to.

### Situation and Role

You are Stevie Chan, a student representative on the Fund-raising Committee set up by Mr K. K. Lo, Principal of the C. H. Leung Memorial Secondary School. The Committee, chaired by Ms Mak Wing Kam, has been formed to raise money for a local charity. The Principal has asked the Committee to recommend a suitable fund-raising event.

### TASK 1 (45 marks)

The Fund-raising Committee has considered three possibilities: a fair in the school grounds, a school musical concert, and a sponsored walk. The Committee has decided to recommend a fair. Write a report to the Principal telling him of the Committee's decision and explaining why the Committee recommends a fair. Make sure you cover the points made by the Principal in his memo on page 1 of the Data File. Use information from pages 1–7 of the Data File.

### TASK 2 (24 marks)

The Fund-raising Committee is preparing a fact sheet about the Fair that provides interesting and useful information for students, parents, and members of the public. Complete the Fact Sheet on pages 6 and 7 of this Question-Answer Book by writing suitable questions to match the answers that are already provided. Use information from pages 1, 3 and 7–10 of the Data File.

### TASK 3 (26 marks)

The Committee has collected and summarised written suggestions from students in your school about the Fair. You have listed these for consideration by the Fund-raising Committee (see pages 8–9 of this Question-Answer Book). For each suggestion make your recommendation by indicating 'Accept' or 'Reject' and write one reason for your decision. Base your recommendations and reasons on information from pages 1–3, 7 and 9 of the Data File.

**TASK 1: Report (45 marks)**  
*Finish writing the Report to the Principal*

26 July

Stevie,

Please complete this report. I've done some of it and had it typed up. Organise and write the rest in the same way. Include 4 main sections under 'Information' — the first is 'Impression of School' and the other 3 should correspond to the 3 other requirements in the Principal's memo of 10 July.

After the heading 'Impression of School' I have written a one-sentence summary of that section. Also, for each of the 3 parts under each heading — e.g. 'fair', 'musical performance', and 'sponsored walk' I've made a general comment, followed by more specific ideas. You should continue this pattern in your report. Please end your report with a conclusion of one or two sentences summarising your recommendation with reasons. Thanks.

Mak Wing Kam

Fund-raising Event, 1997

A Report by the Fund-raising Committee

1. Introduction

We have written this report at the request of the Principal to investigate three possible fund-raising events and recommend one, giving reasons.

2. Information

This part of the report is divided into four sections reflecting the Principal's requirements in his memo. In each section we consider:

(a) a fair, (b) a musical performance, and (c) a sponsored walk.

(1) Impression of school

Each event will appeal to a different group of people, but all three will give a positive impression of the school.

(a) A fair will present a good image of the school. It will attract many new visitors to the school who will see volunteers engaged in a variety of enjoyable activities. Problems of noise and rubbish which might upset the neighbourhood can be solved.

(b) A musical performance will make a good impression, though only to a limited number of people. Our school is well known for its choir and orchestra. A varied musical performance will enhance our reputation, at least among music lovers.

**Second  
Marker's  
Use Only**

**First  
Marker's  
Use Only**

(c) A sponsored walk

A large rectangular area with horizontal lines, intended for writing or marking.

**First  
Marker's  
Use Only**

**Second  
Marker's  
Use Only**

A large rectangular area with horizontal dotted lines, intended for marking. The lines are evenly spaced and run across the width of the page, providing a guide for where to place marks.



**TASK 2: Fact Sheet (24 marks)**

Write ONE complete question for each item. The first one has been done for you.

9 August

Stevie,

Now that the Fair has been approved by the Principal, I'd like to create a Fact Sheet for distribution in the form of commonly-asked questions and their answers. I've written the answers for what we want to emphasise. Please write a suitable question to match each answer. Your questions should be in a complete form. I've done the first one for you. Thanks.

Mak Wing Kam

**First  
Marker's  
Use Only**  
C=Content  
F=Form of  
Question  
G=Grammatical  
Accuracy

**Second  
Marker's  
Use Only**  
C=Content  
F=Form of  
Question  
G=Grammatical  
Accuracy

**C. H. Leung Memorial Secondary School  
School Fair '96  
Fact Sheet**

1. Q. *How will the fair organisers deal with the problem of rubbish?*

A. We'll provide a large number of litter bins.

2. Q.

A. Challenge 2000.

3. Q.

A. Yes! Get off at Kowloon Tong and follow the signs to Exit C.

4. Q.

A. Only \$750 – And that's a bargain!

5. Q.

A. Phone 2834 2211. We always need more people!

C F G  
2

C F G  
2

C F G  
3

C F G  
3

C F G  
4

C F G  
4

C F G  
5

C F G  
5

Second  
Marker's  
Use Only

First  
Marker's  
Use Only

6 

C	F	G

6. Q.

.....  
.....

A. We'll move them into the classrooms.

7 

C	F	G

7. Q.

.....  
.....

A. Certainly. There'll be a supervised area just for them.

8 

C	F	G

8. Q.

.....  
.....

A. All kinds! Chinese, Indian, Western, and vegetarian too!

9 

C	F	G

9. Q.

.....  
.....

A. Our art students have drawn a large one which will be located at the school gates to help people find their way around the Fair.

6 

C	F	G

7 

C	F	G

8 

C	F	G

9 

C	F	G

.....
-------

Total for Task 2

Total for Task 2

.....
-------



**TASK 3: Suggestions, Recommendations and Reasons** (26 marks)

Circle 'Accept' or 'Reject' for each item and write ONE complete sentence for each, giving your reason. The first one has been done for you.

10 August

Stevie,

First, please make a recommendation for each suggestion: Accept or Reject. (Circle your choice, as I have done in the first one.) Then, write the reason for each recommendation in one complete sentence as I have done. Thanks.

Mak Wing Kam

First  
Marker's  
Use Only

Rec=  
Recommendation

Reas = Reason

2

Rec Reas

--	--

3

Rec Reas

--	--

4

Rec Reas

--	--

5

Rec Reas

--	--

Second  
Marker's  
Use Only

Rec=  
Recommendation

Reas = Reason

2

Rec Reas

--	--

3

Rec Reas

--	--

4

Rec Reas

--	--

5

Rec Reas

--	--

1.	<b>Suggestion</b>	The school could buy stalls to use again next year.
	<b>Recommendation</b>	Accept / <b>Reject</b>
	<b>Reason</b>	There will be no fair next year because the Principal says he wants a different event each year.
2.	<b>Suggestion</b>	We could have a fashion show, a puppet show, a magician, and other entertainment.
	<b>Recommendation</b>	Accept / Reject
	<b>Reason</b>	
3.	<b>Suggestion</b>	<b>Let's have one musical corner</b> for all the different bands and singers.
	<b>Recommendation</b>	Accept / Reject
	<b>Reason</b>	
4.	<b>Suggestion</b>	We can sell broken items like TV sets and cassette recorders which the buyers can fix.
	<b>Recommendation</b>	Accept / Reject
	<b>Reason</b>	
5.	<b>Suggestion</b>	Shall we have a tug-of-war, Form 4A against Form 4B?
	<b>Recommendation</b>	Accept / Reject
	<b>Reason</b>	

**Second  
Marker's  
Use Only**

**First  
Marker's  
Use Only**

6

Rec	Reas
<input type="text"/>	<input type="text"/>

6. **Suggestion** All volunteers should wear clothes in the colours chosen for the Fair.

**Recommendation** Accept / Reject

**Reason**

.....

.....

6

Rec	Reas
<input type="text"/>	<input type="text"/>

7

Rec	Reas
<input type="text"/>	<input type="text"/>

7. **Suggestion** I think we should have a karaoke session with a prize for the best individual performance.

**Recommendation** Accept / Reject

**Reason**

.....

.....

7

Rec	Reas
<input type="text"/>	<input type="text"/>

8

Rec	Reas
<input type="text"/>	<input type="text"/>

8. **Suggestion** At the end of the Fair, I suggest that we sell everything that is unsold at half-price.

**Recommendation** Accept / Reject

**Reason**

.....

.....

8

Rec	Reas
<input type="text"/>	<input type="text"/>

9

Rec	Reas
<input type="text"/>	<input type="text"/>

9. **Suggestion** All the food and drinks should be sold only in the school canteen.

**Recommendation** Accept / Reject

**Reason**

.....

.....

9

Rec	Reas
<input type="text"/>	<input type="text"/>

<input type="text"/>
<input type="text"/>
<input type="text"/>

Content

Conciseness/Clarity

Language

<input type="text"/>
----------------------

Total for  
Task 3

<input type="text"/>
<input type="text"/>
<input type="text"/>

Content

Conciseness/Clarity

Language

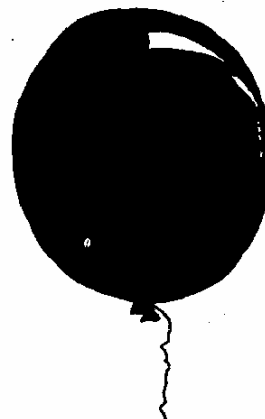
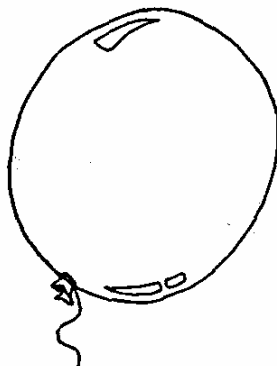
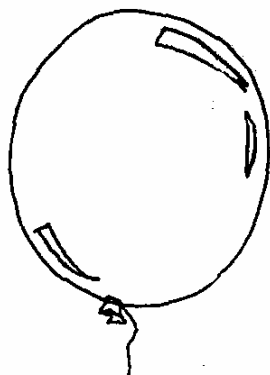
Total for  
Task 3

<input type="text"/>
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END OF PAPER

HONG KONG EXAMINATIONS AUTHORITY  
HONG KONG ADVANCED LEVEL EXAMINATION 1997

USE OF ENGLISH AS-LEVEL SECTION E  
DATA FILE



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Memo from Mr K. K. Lo, Principal, to the Fund-raising Committee

MEMO

To : The Chairperson, the Fund-raising Committee  
From : The Principal  
Ref. : MM/FRP96/3  
Date : 10 July 1997

Fund-raising project

Last year's International Buffet was a great success. However, I now feel that we should have a different event each year. For this year, please investigate the following as possible ways of raising money: a fair, a school musical concert, a sponsored walk. Write a report for me recommending which one of these we should have. In making your decision, remember that you can use any of our school's facilities for an event, including the classrooms. When considering the options, please keep in mind that the event you choose should:

1. create a good impression of our school and enhance our reputation;
2. encourage the participation and support of students from all classes in the school, their parents, and the teachers to help build a sense of teamwork within the school;
3. encourage the participation and support of the public to strengthen the school's relationship with our neighbours and the community in general; and
4. raise money for a local charity.

For information about the level of 'support' of students, staff, parents, and the community, I suggest that you conduct a survey to find out what people think. Make sure that you make use of the results of this survey in your report.

Please let me have the report by 1st August.

KK Lo

Letter from Mr Sam Wong, teacher, Hung Hom Secondary School, to Ms Mak Wing Kam, Chairperson of the Fund-raising Committee

13 July

Dear Ms Mak,

Thank you for your letter of 11 July 1997 with regard to your proposed event to raise funds for Challenge 2000. Yes, I helped to organise the Hung Hom Secondary School Fair last year, but we are not having one this year, so we can't have a joint fair as you suggested. I don't recommend a joint fair, anyway. I think it's more advantageous for you to have your own event without involving another school. Then you will not have to share the money you raise, and the positive impression it leaves will be all yours.

We found that putting on a fair was hard work but great fun! It actively involved most of the school, if in no other capacity than as 'customers'. Everyone who took part liked it. Even students and parents who at first did not support the idea changed their minds when they came and helped with the stalls, took part in the activities, and generally enjoyed themselves. Of course your staff would have quite a lot of work to do in terms of planning and supervising. Our schools are very much alike, so I think you would have a similar experience.

Speaking of experience, our school raised a little more than \$100,000. I feel sure you would be able to do as well - all other schools I've talked to have raised similar amounts of money.

I'd be pleased to answer any further questions. Just give me a call or send me an e-mail.

Yours sincerely,

*Sam Wong*  
Sam Wong

Extract from a survey conducted by student members of the Fund-raising Committee

7. Which ONE of these three fund-raising events would you MOST like to attend?

	<i>Fair held at school</i>	<i>Musical concert at school</i>	<i>Sponsored walk</i>	<i>No reply or Not sure</i>
	%	%	%	%
Students	41	20	36	3
Teachers	31	31	29	9
Parents	25	16	26	33
Other members of the public	42	17	17	24

E-mail from Mr Sam Wong to Stevie Chan

17 July 1997

Stevie,

Here are some comments on the points you raised about your fair when we spoke by phone yesterday.

**Food and drink:** These must be high-quality. Make sure that all food and beverages are prepared and served hygienically.

**Entertainment:** The key here is variety. Try to have a range of things like a fortune-teller, fashion show, puppet show, dance demonstration, or magician. Each act should be short and repeated frequently. This gives people a chance to see a lot of entertainers. You may have to pay them a fee, but it's worth it.

One of our most popular activities was a series of folk dances put on by members of various communities in Hong Kong - Western (French and German), Chinese and Indian. They wore traditional costumes and were very well-received.

**Goods for sale:** If you sell clothes, make sure they are clean and in good condition, if second-hand. Electric and electronic goods (e.g. computers) should be sold in working order. To avoid storage problems with unsold items afterwards, you should consider offering everything that has not been sold at the end of the fair at very low prices. Otherwise you have to store these items for next year or throw them away, which is a shame.

**Volunteers:** Organise them to work in teams and shifts. Train them to greet visitors politely and to guide them round the fair. Stall-holders should be taught how to deal with visitors in a friendly and encouraging way. Have a little party for the stall-holders at the end of the fair and remember to thank them all for their help.

**Contests and games:** These are popular. Remember you should award prizes to the winners and runners-up. Try to get the prizes donated. You could approach the public relations officers of various companies or stores.

Hope this is of help. Let me know if you have more questions.

Bye, S. Wong.

A fair is a local event that includes games, contests, and performances. There are stalls selling such things as toys, books, clothes, and household goods. A wide range of food and drink is also usually sold. One of the chief attractions of a fair is the fact that it offers a wide variety of ways in which to raise money, such as through general admission fees, tickets for particular activities, and profits from sales.

A fair is suitable for the entire community – people of all ages and all incomes can attend, and they can supply or make things to sell. Many people will visit who would not normally be involved with your organisation because they can have a good time and probably find some bargains. Members of the public can participate as just 'consumers' or as sellers themselves. They will get a positive image of your public spirit and creativity. The impression will be even better if you are supporting a charity.

**DO HAVE** a fair if you ...

- have enough space for lots of stalls.
- are able to advertise and promote your fair widely.
- can attract large crowds of people who are all willing to spend money.
- have plenty of supporters willing to provide things to sell.

**DON'T HAVE** a fair if ...

- the weather is likely to be bad and you can't use an indoor alternative.
- you can't rent stall space to people outside your organisation.
- your stall-holders are shy or timid.
- you can't collect enough goods to sell.

#### Warning!

- Be prepared to move your stalls indoors if it rains!
- Be prepared for a big clean-up operation after the fair!

#### **Designing the layout**

The following points should be considered in designing the layout for a fair:

- To avoid monotony, do not put similar types of stall next to each other.
- Space between stalls should be wide enough to hold the expected number of visitors.
- Toilets and a first-aid station should be clearly marked.
- Food and drink stalls, as well as tables and seats, should be spread throughout the grounds to avoid obstructing visitors.
- Musical events should be located so that the noise from one event does not affect other musical performances.
- Special attractions for children should be placed in a separate area.

To attract people to your event and then keep them there, the fair as a whole, as well as each of its components, must be visible – bold, bright, and colourful. Volunteers should be easy to identify by their badges, T-shirts, hats, etc. that display the colours or theme of the event. A good map of the fair should be placed at each entrance to the event.

A local concert involves providing amateur entertainment for the community that members of your organisation produce and in which they perform. Concerts can include variety shows and musical performances.

A CONCERT is great fun for the performers and can interest music lovers in the community.

DO HAVE a concert if ...

- you have talented and enthusiastic performers to put on a good show.
- you can keep the price of admission low.

DON'T HAVE a concert if ...

- you can't sell a large number of low-cost tickets.
- you don't have enough time to practise.
- you have to pay a large rental fee for the hall.
- there is competition from other groups who are putting on concerts at the same time.

A sponsored event is an activity where people agree to take part and obtain sponsors. Sponsors agree to contribute a specific amount for each part of the event that the participant completes (e.g. \$5 per kilometre, \$2 per lap, 50 cents per minute). At the end of the event each participant collects the money that was promised and gives it to the organisation they are supporting. You can also sell a few items like T-shirts or hats to raise extra money.

A sponsored event can attract a wide variety of participants in the community, although this varies from place to place.

DO HAVE a sponsored event if you ...

- want extensive coverage in local newspapers and on radio and television.
- want to attract people of all ages and income levels to take part.
- have only limited money to start with.
- can persuade businesses to sponsor the event.
- want to promote the image of your organisation.

DON'T HAVE a sponsored event if you ...

- can't rely on the weather – bad weather reduces participation considerably.
- won't have lots of participants, sponsors, and spectators.

Warning!

- Only 75-80% of sponsors actually pay the money they promised!
- Many people would rather pay than take part themselves!

**Notes made by a member of the Fund-raising Committee: Which event is suitable for our school?**

	<i>Fair</i>	<i>Musical concert</i>	<i>Sponsored walk</i>
<i>Ability to raise money?</i>	?	?	?
<i>Lots of visitors / participants / large audience needed?</i>	Yes, there's plenty of space in the school garden and inside.	Yes, but maximum capacity of school hall is 500.	?
<i>Weather important for participation?</i>	Yes, but fair can be indoors or outdoors.	Not very.	Yes, rain can greatly reduce participation.
<i>Will members of the public enjoy it / support it / be involved?</i>	Most probably, but could just be visitors or 'consumers'. Also could rent stalls.	?	Might walk, but may not be present in large numbers. Mainly involved as 'absent' sponsors.
<i>School staff involved?</i>	?	?	?
<i>School students involved?</i>	As stall-holders, guides, organisers of events, collectors of things to sell.	?	Those who like walking or at least are willing to walk. But school rules forbid students under 14 to take part.
<i>Parents involved?</i>	Mainly as visitors but some could be helpers/stall-holders.	As audience only.	Mainly as 'absent' sponsors, but some might walk.
<i>Interaction with public</i>	?	?	?

**Memo from Mr John Yau, Choirmaster, to the Chairperson of the Fund-raising Committee**

**MEMO**

To : Chairperson, Fund-raising Committee  
 From : John Yau, Choirmaster  
 Date : 18 July 1997

**Musical concert**

Members of the student Music Club can perform a special musical concert in the school hall. The concert would last about two hours (including a twenty-minute interval). The staff of the Music Department would organise and run the concert, but we would need 10 to 20 students to act as ushers to welcome the visitors and show them to their seats. As well as our staff and students and their parents, I think a reasonable number of music lovers from the general public would attend.

I feel sure we can sell tickets for all our seats if we sell them for no more than \$100 each. Our only real expense would be the cost of printing the programme. Please let me know if you want more details.

*John Yau*



Memo from Ms Mary Ma, a P.E. teacher, to the Chairperson of the Fund-raising Committee

MEMO

To : Chairperson, Fund-raising Committee  
From : Mary Ma, P.E. teacher  
Date : 18 July 1997

Sponsored walk

In my opinion our school should hold a sponsored walk for charity. I have spoken to several members of staff and they are quite willing to serve as officials. Our students would get some healthy exercise and it would be good for them to practise their skills of persuasion to get sponsors to donate money.

Several parents have pointed out that other schools have put on this kind of event and have asked why we have not. Activities such as 'Walks for Millions' usually put lots of walkers onto the streets and attract great attention from the media. It would be great to see our walkers on TV and in the newspapers, wearing our school colours and carrying school banners. That would really show the public how much we care!

Although compared to a fair, a sponsored walk may not attract as much active participation on the part of students, parents, staff or the general public, a reasonable number should take part, at least in a passive way — that is, as contributors of money in the form of sponsorship. I've talked to teachers at schools which have had sponsored walks and from what they've told me, I'd say we should be able to raise \$75,000 - \$100,000.

*Mary Ma*

Entry from the Directory of Hong Kong Schools

**C. H. Leung Memorial Secondary School**

**Address:** 15-42 Wong Tam Tai Road  
Kowloon Tong

**Telephone:** 2387 2442

**Principal:** Mr K. K. Lo

**Type of School:** Aided, Anglo-Chinese      **Number of students:** 1,350 in Secondary 1-7

**Transport:** Near the MTR/KCR and on major bus routes (53N, 88S).

**Location:** Located on the edge of Man Tin Estate, near Sunshine Shopping Plaza and major private residential developments.

**Facilities:** Covered playground as well as large garden area; air-conditioned classrooms; air-conditioned hall with comfortable seating for 500 people; language laboratory; computer room; workshop; well-equipped music room.

**Activities:** Students take part in a wide range of activities including sports, community service and musical productions. The school choir and orchestra won prizes in the Hong Kong School Music Festival in 1993, 1995, and 1996.

**\$750 RUBBISH**

Dear Sir,

I live in a block of flats next to the Wong Tai Man Secondary School in Clearwater Bay. Generally the school is an excellent neighbour and the students are very well behaved.

However, recently the school held a fair for fund-raising purposes. This event seriously disturbed the neighbourhood and resulted in an enormous amount of

rubbish. We had to pay a workman \$750 the day after the Wong Tai Man Fair just to clean up the mess around my building. I'm going to put in a claim to the school to get our money back!

School fairs are often trouble for everybody. The food they sell is generally not very good and the hygiene is poor. Many 'participants' don't actually want to take part but are pressured into it by students

and school staff. If the weather turns bad, everyone ends up wet and the waste left behind can be a real problem.

Why not have a nice, quiet school play or a flag day to raise money? Then I can buy a ticket (and not go) or donate a few dollars for a little sticker and enjoy peace and quiet at home.

Not a Fair Fan

Memo from Ms Mak Wing Kam to the members of the Fund-raising Committee

MEMO

To : Members, Fund-raising Committee  
From : Mak Wing Kam  
Date : 1 August 1997

**Potential problems with Fair**

A number of potential problems have been raised regarding the school Fair, but I think we have come up with ways to deal with them and contingency plans for the 'unexpected':

1. Noise — several recent letters to newspapers have complained about 'noise' at school fairs. This shouldn't be a problem for us as our school grounds are quite large and even though we'll have several bands and musical acts, they can be located in separate places, including the hall.
2. Litter — we have hired 50 large litter bins and we will have a special team of students on duty to keep the grounds clean.
3. Rain — although the fair will be in November, which is past the normal typhoon season, there is always the possibility of rain. But we do have the covered playground and the classrooms as a last resort, so we can shift the stalls there.
4. Accidents — we will have a doctor and a nurse on duty at all times at the first aid station. And, I've made sure that we won't have any dangerous activities like tugs-of-war, target-shooting, or wrestling matches.

If you have any thoughts on any of these points, let me know.

*Mak Wing Kam*

**C. H. Leung Memorial Secondary School**

**FAIR**

**SATURDAY, 22nd NOVEMBER 1997**

You can rent a stall for the whole day for just \$750.

*Please fax Jane Wan for full details.*

*Fax 2834 3535*

*How to find the school*

\*\*\*\*\*

**Bus:** (Southbound) Take Bus No. 88S and  
alight at Kowloon Tong.  
(Northbound) Take Bus No. 53N and  
alight at Kowloon Tong.

**MTR/KCR:** Kowloon Tong Station, Exit C

*Free Shuttle Bus from Star Ferry to the Fair and back  
every half hour from 10.45 a.m. to 4.45 p.m.*

*Phone 2872-5574 for more information.*

**Numbers to call about the Fair**

	<i>Phone</i>	<i>Fax</i>
Arrangements	2552 1939	2351 3447
Acquisitions	2981 8050	2572 9167
Printed materials	2765 8977	2834 3535
Stalls co-ordinator	2834 3211	2686 6791
Ticket-selling	2325 9578	2884 2341
Treasurer	2351 0411	2796 1212
Volunteers co-ordinator	2834 2211	2495 7999
Waste disposal	2981 1287	2982 8880

**Letter from Mr William Ng, a former student, to the Chairperson of the Fund-raising Committee**

5 August 1997

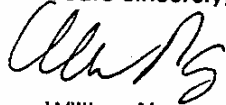
Dear Ms Mak,

Thank you for your letter telling me about your Fair and inviting me to attend as a guest of honour. I appreciate your thinking of me. Unfortunately, I have a previous business engagement on the day of the Fair which I cannot break; otherwise, I would be very pleased to attend.

However, as a former student at the school, I would like to contribute something. I can arrange to lend you a karaoke system. My employees could deliver it to the school the day before the Fair and collect it again the following day. Naturally, there would be no charge for the loan or the delivery. All that I ask is that your students treat it with care. You could have a karaoke competition – people could come up, one by one, and sing, with the winner getting a prize.

Please let me know if you would like the karaoke system. Thank you once again for your invitation, and good luck with the Fair!

Yours sincerely,



William Ng

**Note from Ms Mak Wing Kam to Stevie Chan about Mr Ng's letter of 5 August**

6 August

Stevie,

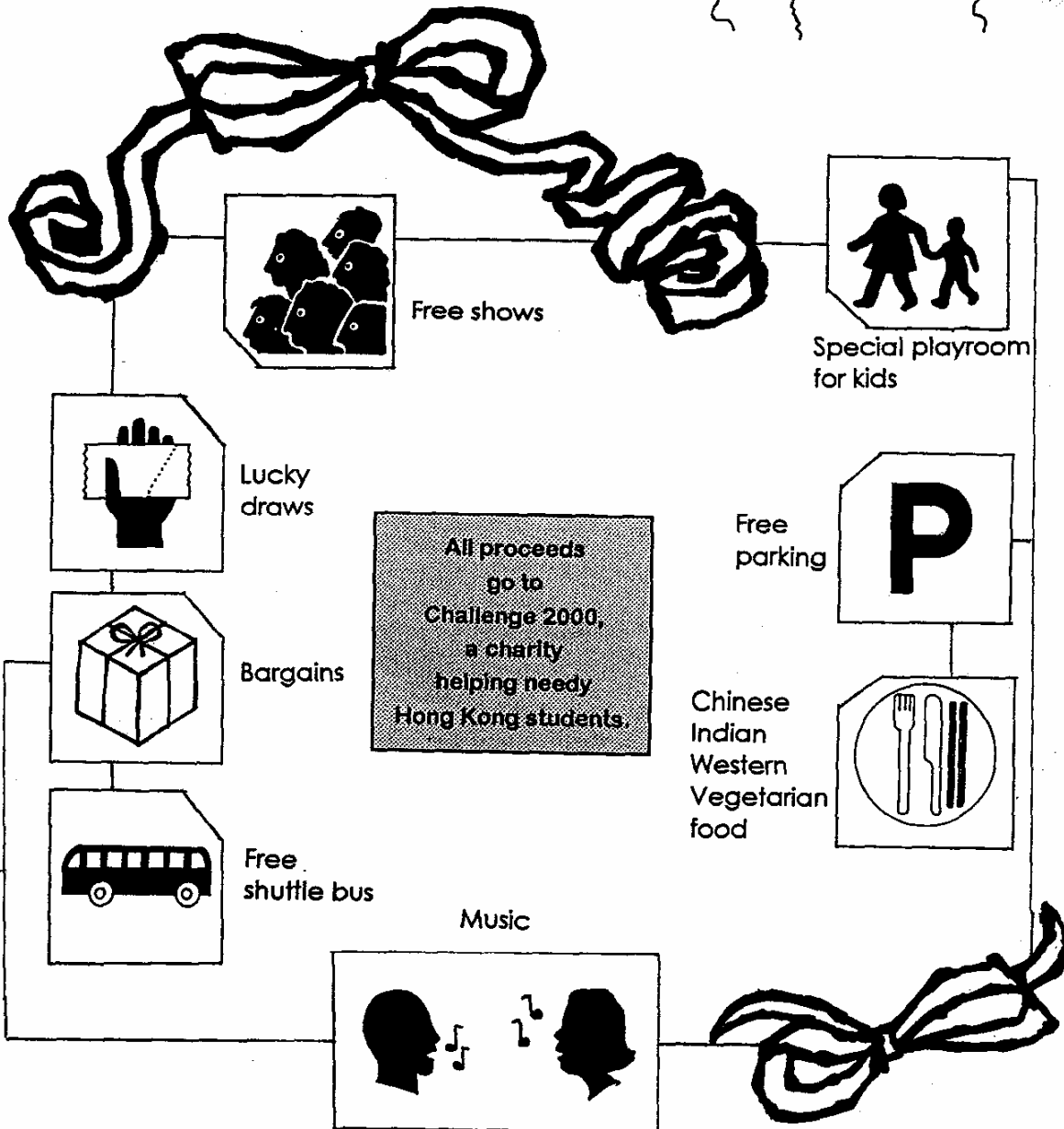
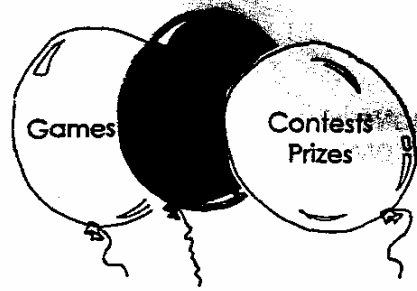
Here is a letter I received today from Mr Ng, a former C. H. Leung student and now a very successful businessman. The karaoke system is a generous offer which we should accept, but let's not have individuals singing. That goes against the whole spirit of the day which is to encourage group activities. Maybe families could compete in groups, instead!

Mak Wing Kam

# C. H. Leung Memorial Secondary School

## SCHOOL FAIR '97

Saturday, 22nd November  
11.00 to 4.30



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