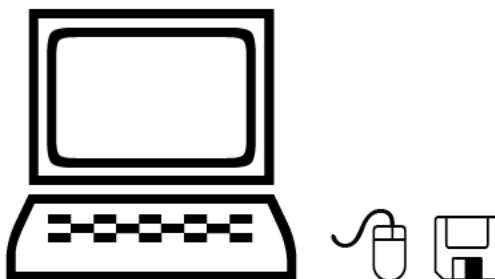


**USE OF ENGLISH AS-LEVEL SECTION E  
DATA FILE**



**Contents**

	<b>Page</b>
1. Letter from Mrs S. Fan .....	1
2. Email response to an article on the World Wide Web .....	2
3. Selection of press cuttings .....	2–3
4. Hong Kong Government documents .....	4
5. Extract from minutes and a selection of memos from teachers .....	5–7
6. Information about software programs and the Internet .....	8–10

Letter from Mrs S. Fan

24A Golden Tower  
10 Ho Man Tin Street  
Kowloon

March 23, 1999

Mrs W. Au  
Chairperson  
Cyber Centre Planning Committee  
Hong Kong College  
241 King's Road  
North Point  
Hong Kong

Dear Mrs Au

I understand from my son that you are planning to set up a cyber centre in your school which will enable students to use computers after school, at weekends and during vacations.

I am very worried to hear this, and I am writing to ask you not to go ahead with this plan, for the reasons I mention below.

My brother lives in America and has a sixteen-year-old son who attends the local high school. The students there are able to use the school's cyber centre in their free time, and my nephew spends a great deal of his free time using the computers in the centre. Recently, my brother discovered that his son was reading about all kinds of dangerous and unsuitable things on the Internet. I would not want my son to have access to such things as pornography, drugs, bad language and violent games. There is no way of preventing young people from having access to unsuitable material if they can use a computer.

However, access to such material is not the only issue. I think computers lead to anti-social behaviour. My brother told me that his son spends all his free time at school, working alone on a computer. As a result he has lost all his friends and become withdrawn and anti-social. How can we expect youngsters to grow up to be sociable human beings if they spend all their time working alone on a computer?

Another problem is that recent newspaper reports indicate that most teachers don't know much about computers. This being the case, teachers won't be able to teach their students how to make the best use of computers in their free time.

The last issue I would like to raise is the fact that, quite frankly, I think books are sufficient as a source of information, and they don't have any of the problems mentioned above. I would certainly prefer my son to get the information he needs from books in a library.

I feel very strongly that computers are dangerous and not very useful for young people.

I look forward to hearing from you.

Yours sincerely



Mrs S. Fan

## An email response to an article on the World Wide Web

Email from Eric Tsui on Wednesday, February 3, 1999

### Supervision, please

A Hong Kong student recently hurt himself very badly when he made a bomb which blew up. Because he found the instructions for doing this on the Internet, the press made a big fuss and soon everyone was saying that the Internet caused the accident rather than the boy himself. This is quite clearly not the case. The issue here is surely supervision. Who let the boy find this information on the Net? Who let him buy the materials for making this bomb? And who gave him the money for it? Who let him spend hours making it? And who wasn't there when the bomb exploded? It's quite simple – it's the teachers and parents who are to blame, as they should have been supervising the boy.

There's good and useful stuff out there on the Internet. And there's rubbish there too. It is our job to monitor and guide, not get in the way of learning.

## A selection of press cuttings

Article in *South China Morning Standard*, November 17, 1998

### **Teachers join new IT training**

Computer training has become an integral part of life for teachers all over the world in response to demands for computer literacy for educators in the information age.

Here in Hong Kong, 30,000 teachers are scheduled to have completed a basic Information Technology (IT) course by March, 1999. Teachers will learn to train their students to use computers both in class time and in their free time.

Tong Kai-hong, a Senior Assistant Director with the Education Department, said that after completing the 18-hour course, teachers would later take 30 hours of intermediate training. Advanced training courses will also be offered.



## Cyber centres

### Think computers are synonymous with loneliness? Think again!!

Across the globe, people are flocking to odd new hybrids: 'cyber centres', which are social centres crossed with computer rooms. Cyber centres have sprung up throughout the United States and Europe. Tokyo and Hong Kong are also home to a few, and Singapore and Kuala Lumpur may be next. They are great places for meeting people, especially those with the same interests as you.

These cyber centres attract not only the young and electronically knowledgeable, but the less computer literate as well. Users will soon learn that 'email' means *electronic mail* (letters sent and received by the computer); that 'hardware' refers to *computer machinery* (such as your keyboard or mouse) whereas 'software' refers to the *programs or instructions* which make your machinery work (for example, word processing software such as Word 97). So whatever your level of computer literacy, at a cyber centre you will be sure to meet others at the same stage as you and be able to make friends and share ideas, problems and so on.

### From libraries to employment: Computers are changing everything

By James Cheng in Hong Kong

Today, people need to be able to use computers in order to find information – even in 'old-fashioned' libraries.

Recent research indicates that computers give young people access to a wealth of information. The research found that even the biggest and the best-stocked libraries don't always have the books people want, when they want them. Moreover, published materials in libraries are frequently not current; information available through the Internet is. So, libraries around the world are, in fact, increasingly turning to computers to supplement their traditional books. In Hong Kong's Urban and Regional Council libraries, it can take some 6 to 18 months for published materials to be available to the public. This is why the Urban and Regional Councils have introduced computers in all public libraries.

In addition to being useful in libraries, there are, of course, other advantages of computers. For example, email is quicker than traditional forms of communication such as letter-writing and less expensive than long-distance telephone calls. Last week, it was reported in the *South China Morning Standard* that in Southeast Asia, 65% of all students use email on a regular basis, and that this is fast becoming the preferred means of written communication in the region.

Other research studies have found that one-third of all parents in the developed world believe that being computer literate will improve the employment prospects of their children.

Of course, it's not all work. There's plenty of fun to be had using computers, too. There are Internet forums where you can make and 'meet' friends and exchange ideas; there are games which you can play against people who become your friends, even though you have never met them; there are 'shops' where you can buy almost anything.

## Hong Kong Government documents

### Education Department Circular No. 10

Hong Kong  
Education Department  
Wu Chung House  
213 Queen's Road East  
Wan Chai

22 October, 1998

#### Circular No. 10

#### Computer Use in Schools

This is to remind school heads that with regard to computer use,

1. students must be supervised at all times.
2. all students of all age groups should have the opportunity to use the computers.
3. students must be encouraged to work in pairs or groups to prevent the isolation which can otherwise arise.
4. parents should be informed about medical problems which may occur because of excessive exposure to computer screens.

W. L. Cheung  
for the Director

### Notice in Hong Kong Urban Council libraries

## The Urban Council of Hong Kong Library Services



Want to find up-to-date information quickly and easily?  
All our libraries now have computers with  
Internet access and CD Roms.  
Ask the librarian for assistance.

## Extract from minutes and a selection of memos from teachers

Extract from minutes of a staff meeting at Hong Kong College

### **STAFF MEETING: MINUTES**

February 25, 1999

#### **The proposed HKC Cyber Centre**

##### **Education Department regulations**

Mrs Au (HKC Cyber Centre Planning Committee Chairperson) briefed members on the Education Department's regulations with regard to supervision.

##### **Hong Kong College policy on supervision**

Mrs Au reported that a decision had been made at the last HKC Cyber Centre Planning Committee meeting to ensure that the Centre would be supervised at all times during opening hours. She pointed out that this would help to ensure that students did not waste their time in the Centre and that they did not get hold of unsuitable material.

##### **Fees during vacations**

The subject of fees for use of the Centre was raised during the last meeting and it was confirmed that during vacations there would be a nominal charge to cover overheads. This charge would be set at \$50 per week, which would allow for unlimited use of the facility.

##### **Information Pack**

Ms Au mentioned that she was also working on developing an Information Pack for users of the Cyber Centre, and she said that she would be grateful for ideas for this from teachers or other staff members.

##### **Staff training**

The Principal raised the topic of the Education Department's IT Teacher Training Programme, which is now well underway. She pointed out that 40 Hong Kong College teachers had successfully completed the introductory 18-hour computer training course, and that 16 teachers were scheduled to begin the 30-hour intermediate-level training next month. She added that it is anticipated that most teachers from the school would eventually complete all the IT courses offered by the Education Department, through to the advanced level. A memo would shortly be sent round to this effect, and anyone with any queries regarding the IT Training Programme should contact the Principal.

M E M O

To: Wendy Au  
From: Alan Lam  
Date: March 11, 1999  
Re: HKC Cyber Centre Information Pack

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In our Information Pack, we need to tell people about the Cyber Centre opening hours; the fact that use of the Centre is free to students during term time (but that we also must cover the cost of using the Centre during vacations); the supervisory system which we have planned; and the suitable software which will be available for various age groups.

Our students will be able to send and receive personal emails, but students using the computers for their schoolwork will have priority. We should say something about this.

Will students be able to eat and drink in the Cyber Centre? I think this is a good idea, as it will make our Cyber Centre more like 'cyber cafes' which are very popular now. This would encourage students to use the Centre, as there would be the incentive of food and drink – and it will also help to make a very informal and friendly atmosphere. Anyhow, we should include whatever you decide about food and drink in the Centre in the Information Pack.

Alan

*Alan - One accident of spilled drinks could ruin thousands of dollars' worth of equipment. So we can't afford to take this risk. But, let's have a separate area with vending machines selling drinks and snacks. Also in our Information Pack we need to remind students that they should work in pairs or teams. Computer users don't have to be lonely! In fact, our students won't be allowed to sit for long hours alone in the Cyber Centre. Supervisors will make sure they work with other students. Indeed, all of the HKC Cyber Centre software has been designed to encourage pair and group activities.*

*Wendy*

Memo from Ms Chan to Mrs Au

M E M O

To: Wendy Au  
From: Betty Chan  
Date: March 12, 1999  
Re: HKC Cyber Centre Information Pack

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**Choosing software**

An idea for the Information Pack — I think we should emphasise the educational value of all the software we have. We should mention the fact that our policy is for all software to be chosen by teachers, based on recommendations from students. We also will ensure that all software relates specifically to subjects within the curriculum.

**Cyber Centre vs library**

Students and parents also need to know the advantages of our Cyber Centre compared to a traditional library. In particular, the Cyber Centre will contain far more information than the Hong Kong College library can hold (everyone knows how short of space we are there). Instead of a 20-volume encyclopedia we can have just two CD-Roms. And of course all of our CD-Roms for use in the Cyber Centre will include visual and audio material and be fun to use.

Memo from Mr Leung to Mrs Au with Mrs Au's comment

M E M O

To: Wendy Au  
From: Ben Leung  
Date: March 15, 1999  
Re: HKC Cyber Centre

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Further to our discussion last week, I have an idea for finding people to help teachers supervise the Cyber Centre. Why don't we ask students to volunteer? I think we would find many who would be interested in doing this.

***Excellent idea But we will  
only use senior students  
for this.***

***Wendy***



## Information about software programs and the Internet

Article in *Hong Kong Computer Report*, 1999

### Software Programs: a Selection of the Best for 1999

1. ***Examine It***

An excellent resource for anyone needing to practise multiple-choice grammar questions for Hong Kong English language examinations. Provides instant feedback.

2. ***Dictionary Interactions***

Learn many useful English words. Hear the words and phrases and practise repeating them (record your own voice and then compare it with a model); study their meaning and how to use them. Has an excellent section on related words, idiomatic expressions and phrasal verbs. Includes extensive grammar focus. Lively and imaginative use of video adds interest.

3. ***Map It***

A brand-new, state-of-the-art program for those interested in American geography. Includes detailed information about North and South America and features coloured maps and explanatory texts.

4. ***Read Ahead***

Plenty of texts and text-based activities to help primary school students develop their English language reading skills. Includes a practical section on general reading skills, speed-reading, and how to improve comprehension, and an excellent English-English dictionary for vocabulary-building.

5. ***Write On***

A complete package to help students develop creative writing skills such as writing stories, poems, plays, and songs. Includes techniques for revising, publishing and illustrating their work. Great for creating fun-filled school magazines!

6. ***Asian Atlas 1999***

The latest, most comprehensive atlas around. Contains tons of excellent tables and charts with geographic information on climate, demography, etc. Regularly updated. Covers all areas of Asia, with special focus on China.



## Educational gems provide the shortcuts

### Software

This month's selection of educational software ranges from aids for preparing research papers to small applications that help you memorise information.

#### ➤ Testing Testing

([www.test.com](http://www.test.com)) is an excellent program for anyone about to take local Hong Kong exams. It covers all the skills and language required for the English language examinations administered by the Hong Kong Examinations Authority. It offers suggestions which help with listening, writing, reading, and speaking. It has plenty of practice activities, including several practice exams and gives excellent continuous feedback on the user's performance.

#### ➤ Memory Wizard

([www.memo.com](http://www.memo.com)) is a small but useful program. The user provides it with a list of questions and answers containing facts he wants to learn. Then, at scheduled intervals, he is given the questions to test his knowledge.

The frequency of questions can be programmed. All in all, this is a useful tool for children between 6 and 10 years old with lists of information they need to memorise.

#### ➤ Scholar's Aid

([www.scholarsaid.com](http://www.scholarsaid.com)) is a very ambitious program. With it, secondary students writing up research topics at school can organise their notes and information.

Among other features, Scholar's Aid can help you to manage a list of references, match notes with bibliographical entries and help generate and insert footnotes into documents.

#### ➤ Brain Tester 101

([www.braintester.org](http://www.braintester.org)) is based on a unique idea. This product is an electronic course which teaches you how to think of ideas or solutions. It is ideal for the experienced business person.

The program offers lists, exercises and guides, and teaches you problem-solving techniques, methods for generating ideas and more. It also tests what you have learnt.

Packaged as an electronic book, it allows you to print a master copy of the course which can be used to plan a complete classroom course of guided lectures.

#### ➤ Rapid Reader

([www.stepware.com/rapidread.html](http://www.stepware.com/rapidread.html)) is a program which can help you improve your ability to read quickly, through speed-reading techniques.

As you increase your speed, the program continues to test your comprehension. It can also compensate for a user's age and educational level.



**Longman Interactive Dictionary, Global Edition, 1999**

*This multimedia CD-ROM for learners of English aims to bring the English language to life with its use of sound, video, colour pictures and an 80,000-word dictionary.*

*The user can hear over 52,000 words spoken by a team of experts, headed by Professor John Wells — words like 'squirm', 'drought', 'Leicester' and 'wretched'. Video brings grammar to life on the screen, with people shown talking in real-life situations — scripts are provided in full. Students can learn all about a word — from the way it's said to how it's used.*

*In addition, the user can discover the cultural meanings of words through colour illustrations and special cultural entries.*

**Advertisement for a Hong Kong Internet Service Provider in the *Hong Kong Post*, May 13, 1998**

**The Internet: An Endless Wealth of Content!**

- You'll find restaurant reviews and directories, movie and local entertainment listings, comics, local and world entertainment news, and plenty of hot gossip.
- You'll have access to world news and stock updates, bank rates, property listings. You can search the Hong Kong business directory for new clients or for jobs. Post your cv on the Internet!!
- Use email to stay in touch with friends. Meet people online who share your interests, as well as experts on almost any subject, from fashion to audio to cars, on the Net's many online forums.
- Go cyber shopping — Hong Kong's first and largest cyber supermarket lets you select purchases and have them delivered with a click of your mouse. No queues or packages to carry.
- Listen to music via videos or simply listen to your favourite CDs while you use your computer for something else.
- And there's lots more!

**THIS IS THE LAST PAGE OF THE DATA FILE.**



**USE OF ENGLISH AS-LEVEL SECTION E  
PRACTICAL SKILLS FOR WORK AND STUDY**

**Question-Answer Book**

1.30 pm – 3.15 pm (1¾ 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. Supplementary answer sheets will be supplied on request. Write your Candidate Number on each sheet and fasten them with string inside this book.
5. 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.
Task		
1		
2		
3		
Total		

	1st Appeals Marker Only	2nd Appeals Marker Only
	Marker No.	Marker No.
Task		
1		
2		
3		
Total		

Checker's Use Only	
Checker's No.	
1	
2	
3	
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

Your secondary school, the Hong Kong College (HKC), has recently been given several new computers. Many students and teachers at your school would like to set up a 'cyber centre', a place where students can meet and use the computers at the weekends, after school and during vacations. Interested students and teachers have formed the HKC Cyber Centre Planning Committee. One of the teachers, Mrs Wendy Au, is the Chairperson of the Committee. You are Chris Chan, the Secretary of the Committee.

### Task 1 (40 marks)

Mrs Au has asked you to reply to a letter from Mrs S. Fan, a parent of a student at Hong Kong College, in which she expresses concern about the school's plan to set up a cyber centre.

For your letter, follow the outline below.

1. Begin your letter by stating why you are writing.
2. Respond to the four issues raised by Mrs Fan. For each one, you should
  - identify the issue;
  - state the *general, overall* solution / counter-argument to the issue;
  - show how the issue has been addressed *in Hong Kong*; and
  - describe exactly how *Hong Kong College* is dealing with the issue.
3. Invite Mrs Fan to visit the HKC Cyber Centre when it begins operation.

Make sure your letter is set out appropriately.

Use information from pages 1 – 7 in the Data File to help you.

### Task 2 (24 marks)

Parents, teachers and students will need information about the proposed HKC Cyber Centre. Mrs Au has asked you to prepare a Fact Sheet, giving some useful information. She has made a list of points for you to include.

Use information from pages 3 – 7 in the Data File to help you.

### Task 3 (27 marks)

Mrs Au has asked you to complete a report in which you recommend items of software to be purchased for the HKC Cyber Centre, based on the needs of students. She has asked you to indicate two items of software which are available in each area of student need and which might help students. She wants you to decide whether or not you would recommend the software, giving reasons for your recommendations.

Use information from pages 8 – 10 in the Data File to help you.



Second  
Marker's  
Use Only

# HONG KONG COLLEGE

241 King's Road  
North Point  
HONG KONG

First  
Marker's  
Use Only

Handwriting practice area with horizontal lines.









Chris,

Here is a list of points which I'd like you to include in the Fact Sheet for our Information Pack. You must write complete sentences because the Fact Sheet needs to be understood by people who don't have any other information.

These are the points I'd like you to include about the HKC Cyber Centre:

1. cyber centre - a general definition
2. cost of using (at different times)
3. rules about refreshments
4. supervision - by whom
5. emails - use by HKC students
6. software programs selection process
7. our CD-ROMs - types of material available

I've done the first one to help you - Thanks.

Mrs Au

First  
Marker's  
Use Only

Second  
Marker's  
Use Only

<b>Hong Kong College Cyber Centre FACT SHEET</b>	
<b>definition</b>	A cyber centre is a social centre crossed with a computer room.
<b>cost</b>	
<b>refreshments</b>	
<b>supervision</b>	
<b>emails</b>	
<b>software programs</b>	
<b>CD-ROMs</b>	

C1 C2 IS GA

28	29	30	31

32	33	34	35

36	37	38	39

40	41	42	43

44	45	46	47

48	49	50	51

C1 C2 IS GA

28	29	30	31

32	33	34	35

36	37	38	39

40	41	42	43

44	45	46	47

48	49	50	51

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Total Task 2

Total Task 2

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**Task 3: Software Report**

(27 marks)

*Chris*  
 We need to buy some computer software packages to help our students. I have identified five general areas that our students need help with and I've found some information about possible software. These software programs may be useful - but, I'm sorry I haven't had a chance to look at the descriptions very closely. I'd like you to read through the descriptions and then complete the chart. I'd like you to find the two most relevant items of software available in each of the areas our students need help with. Then, decide whether or not you would recommend each of these items of software, giving a brief reason for your recommendation. You should say what each program includes that makes it suitable or not suitable for helping our students to overcome the specific weaknesses below:

1. *Geography - the students don't know enough about the geography of China.*
2. *Writing - the students have particular problems with reports and projects in English.*
3. *Exam preparation - individual students have different weaknesses in the HKCEE and Use of English, so any program we buy should cover all skills.*
4. *Reading - the students read too slowly and don't understand what they read.*
5. *English vocabulary - the students are weakest in pronunciation.*

*I need to know what's particularly good (or bad) about each program, so don't just repeat our students' weaknesses.*  
 Thanks.  
 Mrs Au

Second Marker's Use Only			Students need help with:	Software available in this area:	Recommend? Yes / No	Reason	First Marker's Use Only		
S	Rec	Reas	Geography	<i>Asian Atlas 1999</i>	<i>Yes</i>	<i>Focuses on China.</i>	S	Rec	Reas
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
52-							52-		
54							54		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Writing				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
55-							55-		
60							60		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Examination preparation				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
61-							61-		
66							66		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reading				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
67-							67-		
72							72		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	English vocabulary				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
73-							73-		
78							78		
<b>Total Task 3</b>			<b>END OF PAPER</b>				<b>Total Task 3</b>		