



香港輔導教師協會有限公司 **For Favour of Posting**

Hong Kong Association of Careers Masters and Guidance Masters Limited

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To: Careers teachers and all teachers who
are interested in career education

Dear teachers,

Course on Careers Guidance in Secondary School

This academic year, the Course on Careers Guidance in Secondary Schools is going to be run by the Hong Kong Association of Careers Masters and Guidance Masters (HKACMGM) in collaboration with SCOPE, the City University of Hong Kong.

The 20-hour course (full course) is specially designed for secondary school teachers currently involved in careers guidance work in schools with an interest in knowing more about the career development of their students and those who are prepared to devote themselves to this important aspect of education. In order to allow greater flexibility, teachers can opt for full course (10 lessons – 20 hours) or just enroll in classes on 18th March, 2014 and 29th April, 2014 only. The themes of the two classes are **“Writing testimonials and recommendations & Effective presentation and planning ahead with Student Learning Profiles (SLP)”** and **“Career inclination assessment inventories for students with diverse educational needs”** respectively. It is believed that these two topics have much appeal to teachers who believe in whole-school approach in careers counselling.

Enclosed please find the general course outline. For the application form, please download it from <http://www.cityu.edu.hk/ce/50573> starting from 14th February 2014. It is much appreciated if the information will be passed onto the interested teachers. For enquiries, please contact Miss Debbie Lam of SCOPE of the City University of Hong Kong at 34425803.

Thank you for your kind attention.

Yours truly,

Ms. Sin Nga Lam Caroline

Course co-ordinator