



Applied Learning (Vocational English) – English Communication



QF Level: 3 QR Registration No.: 21/000050/L3 Registration Validity Period: 01/01/2021 - 31/08/2028

COURSE FEATURES

Course Aims

This course provides students with opportunities to practise English in simulated and near authentic vocational contexts, develop their English proficiency and generic skills, and to enhance their awareness of the important role of English communication in real-world work environments. Through application and practice, students are also given opportunities to develop their career-related competencies, communication skills, thinking skills and people skills while laying a good foundation of English for further studies and work.

Diversified Learning and Teaching Activities

Different modes of activities, e.g. role-plays, group discussions, projects, visits and case studies, are employed to provide students with a systematic understanding about different contexts in communication and eye-opening opportunities to experience how English is used for communication.

Professional Recognition

Students will obtain a Qualifications Framework (QF) Level 3 certificate in addition to HKDSE qualification upon successful completion of the course.



LEARNING MODULES

Module	Contexts	Topics	Language Output
1. Listening and Speaking (QF Level 2) (40 hrs)	Generic Workplace Contexts	i. Workplace and social communication	Discussions, presentations, telephone conversations, etc.
2. Reading and Writing (QF Level 2) (40 hrs)		ii. Product / service promotion	
3. Listening and Speaking (QF Level 3) (50 hrs)	Specific Trade Sectors (e.g. banking engineering, hospitality, import / export, logistics, retail)	iii. Human resources	Emails, letters, promotional leaflets, etc.
4. Reading and Writing (QF Level 3) (50 hrs)		iv. Requests and enquiries	
		v. Orders and delivery	Briefings, discussions, meetings, presentations, telephone conversations, etc.
		vi. Finance matters	
		vii. Surveys and reports	Emails, letters, notices, promotional leaflets, reports, social media posts / responses, etc.
		viii. Problems and complaints	

Articulation Pathways

Further Studies

Upon successful completion of this course, students may pursue further studies offered by local and overseas institutions and universities.

Employment

Graduates of this course may pursue careers in various fields by taking up positions at entry level requiring relevant competency of vocational English, e.g. sales and marketing assistants, event assistants, media assistants, junior designers, assistant HR officers, assistant logistics officers, hotel front desk officers, IT support officers and customer service assistants.



Class Arrangement

Mode 1

(Lessons will also be scheduled during summer holidays.)

Every Saturday 14:00 - 17:00

Venue:

- IVE (Haking Wong)
702 Lai Chi Kok Road,
Cheung Sha Wan, Kowloon. OR
- IVE (Chai Wan)
30 Shing Tai Road, Chai Wan, HK. OR
- Hong Kong Design Institute
3 King Ling Road, Tseung Kwan O, N.T.

Remark: Final class venue / time may be subject to change with respect to the confirmed number of enrolment and other special circumstances.

Mode 2

Subject to mutual agreement between the school and the VTC.

Selection Arrangement

Students are required to attend a group interview or an online interview / assessment. Selection is based on student's motivation in learning Vocational English, their aptitude, as well as communication skills.

Course Fee

\$16,900 (Course fee is fully subsidised by the EDB.)

