

## 幼兒教師培訓課程 Course for Kindergarten Teachers

客戶 Client :

某內地連鎖幼兒教育機構

A chain early childhood education organization in Mainland China

培訓方式 Training Approach:

- ◆ 17 授課小時  
17 lecture hours
- ◆ 課程以幼兒教育專家交流的形式進行  
Conducted in the form of experience sharing and exchange by early childhood education specialists
- ◆ 根據學員在工作中遇到的問題，採用教學、演示和討論的混合培訓方法  
A combination of teaching, presentation and discussion to discuss the problems that learners encountered in their work

課程評估 Assessment:

完善計劃小組習作

Improvement action plan group assignment

證書頒發 Award:

結業證書

Certificate of Attainment



### 重點題目 Major Topics

- ◆ 現代幼兒教與學：理論與方法  
Modern preschool education and learning: theory and method
- ◆ 幼兒視覺藝術培育  
Visual arts learning for children
- ◆ JOLLY PHONICS 國際英語拼音法  
JOLLY PHONICS international phonics and phonetics
- ◆ 幼兒情緒行為問題處理  
Children's Behaviour Management



## 教育機構中層領導人員行政與管理課程 Course for Middle Managers in Education Sector

客戶 Client :

某所提供國際課程的國際學校

An international school that offers international curriculum

培訓方式 Training Approach:

- ◆ 29 授課小時  
29 lecture hours
- ◆ 通過培訓、參觀與交流活動，讓學員瞭解香港教育制度及發展，並提高學員的行政管理技巧  
Providing learners a better understanding of Hong Kong's educational structure and development, and to sharpen the administrative skills of learners through training, visits and exchange activities

課程評估 Assessment:

小組個案分析及彙報

Group case analysis and presentation

證書頒發 Award:

結業證書

Certificate of Attainment

### 重點題目 Major Topics

- ◆ 中層領導人員行政規劃及管理  
Administration Planning and Management
- ◆ 中層領導人員人事發展及資訊運用  
Personnel Development and Information Application
- ◆ 中層領導人員財務及資源管理  
Financial and Resource Management
- ◆ 中層領導人員公關服務及創新發展  
Public Relations Service and Innovation Development