

Subject Description Form

Subject Code	APSS2701 (For students admitted in and before Sep 2013)								
Subject Title	Preparatory Workshop (II)								
Credit Value	0								
Level	2								
Pre-requisite / Co-requisite/ Exclusion	APSS4693 Fieldwork II								
Assessment Methods	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">100% Continuous Assessment</th> <th style="width: 33%;">Individual Assessment</th> <th style="width: 33%;">Group Assessment</th> </tr> </thead> <tbody> <tr> <td>1. Fieldwork Activities</td> <td style="text-align: center;">100 %</td> <td style="text-align: center;">--</td> </tr> </tbody> </table> <p>Evaluation is a continuous, on-going and interactive process involving active participation of both the student and the Workshop Tutor. Attendance is recorded to ensure that students attain the intended learning outcomes.</p>			100% Continuous Assessment	Individual Assessment	Group Assessment	1. Fieldwork Activities	100 %	--
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Objectives	This subject aims at developing students' competence in conducting their final fieldwork placement. Students are supported to explore the characteristics and needs of their service users and broaden their knowledge about the current issues in the field of social work profession.								
Intended Learning Outcomes	<p>Upon completion of the subject, students will be able to:</p> <ol style="list-style-type: none"> a. Describe the learning objectives, the related policies and administrative requirements of professional placement; b. Be familiar with field placement settings and their service users; c. Learn the knowledge and skills needed for service termination; and d. Develop sensitivity to current welfare issues. 								
Subject Synopsis/ Indicative Syllabus	<ol style="list-style-type: none"> 1. Preparatory workshops <p>Two workshops, namely "Administrative Briefing" and "Service Overview" are provided. Related policies and procedures of fieldwork practice are introduced in the workshop of "Administrative Briefing". The workshop of "Service Overview" covers a range of social services in Hong Kong. Students are able to acquire an understanding of the general provision of the services in Hong Kong, the characteristics of the service users and the intervention approaches that are commonly adopted by the frontline practitioners.</p>								

	<p>2. Integrative workshop</p> <p>A workshop is organized in the middle of the fieldwork placement to review students' achievement and barriers in fieldwork and to deepen their knowledge and skills required for service termination.</p> <p>3. Enhancement workshop</p> <p>In order to sensitize students to current social issues and prepare them for effective professional practice, students are required to attend one seminar/workshop/course related to human services provided by NGOs, academic institutions and other organizations in the community.</p>																														
<p>Teaching/Learning Methodology</p>	<p>1. A variety of teaching methods are employed, e.g. small group discussion, role-play, structured exercise, visits, sharing of experiences by frontline practitioners and graduates.</p> <p>2. Guided discussion are be used to promote creativity, as well as generate meaningful interaction and understanding among students.</p> <p>3. Reflective discussion is employed to enable students to derive personal insights.</p>																														
<p>Assessment Methods in Alignment with Intended Learning Outcomes</p>	<table border="1" data-bbox="405 1048 1430 1361"> <thead> <tr> <th rowspan="2">Specific assessment methods/tasks</th> <th rowspan="2">% weighting</th> <th colspan="6">Intended subject learning outcomes to be assessed (Please tick as appropriate)</th> </tr> <tr> <th>a</th> <th>b</th> <th>c</th> <th>d</th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td>1. Attendance</td> <td>100%</td> <td>✓</td> <td>✓</td> <td>✓</td> <td>✓</td> <td></td> <td></td> </tr> <tr> <td>Total</td> <td>100 %</td> <td colspan="6"></td> </tr> </tbody> </table> <p>Explanation of the appropriateness of the assessment methods in assessing the intended learning outcomes:</p> <p>Ongoing assessments of students' performance through tutor's observation and feedback.</p> <p>The subject grade for this non-credit bearing subject includes P (Pass in an ungraded subject) and U (Fail in an ungraded subject).</p> <p>To be eligible for graduation with the specific award, students are required to complete 100% continuous assessment by attendance. Students who are unable to attend all workshops are required to make up by attending other courses/seminars approved by the subject coordinator. Those who are unable to meet the 100% attendance rate as required receive U grade.</p>	Specific assessment methods/tasks	% weighting	Intended subject learning outcomes to be assessed (Please tick as appropriate)						a	b	c	d			1. Attendance	100%	✓	✓	✓	✓			Total	100 %						
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Total	100 %																														
<p>Student Study</p>	<p>Class contact:</p>																														

Effort Expected	<ul style="list-style-type: none"> ▪ Workshops for preparation of fieldwork (including preparatory workshops, integrative workshop and enhancement workshop) 	12 Hrs.
	Total student study effort	12 Hrs.
Reading List and References	All students have to read the Fieldwork Manual for the BASW programmer. Reading materials that are relevant to the nature and settings of the fieldwork placements are provided by the tutors.	