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Post Title	Teaching Fellow	
Areas of Scholarship	<ul style="list-style-type: none"> • Classical Chinese Literature • Language Education 	
Education	Year (From – To)	Qualification or Degree Obtained, Institution
	2016	Postgraduate Diploma in Education Programme (Secondary) (Major in Chinese Language Minor in Putonghua) (Past-time), The Chinese University of Hong Kong
	2009	M.A. in Chinese Literature, Language & Culture (Full-time), Hong Kong Baptist University
	2008	Bachelor of Art (Honours) in Chinese (First Class Honours), City University of Hong Kong
Work Experience	Year (From – To)	Title, Institution
	2021-Now	Teaching Fellow The Hong Kong Polytechnic University, Chinese Language Center
	2019-2021	Instructor The Hong Kong Polytechnic University, Chinese Language Center
	2012-2019	Instructor The Hong Kong Polytechnic University, Department of Chinese and Bilingual Studies
	2011-2012	Part- time Assistant Lecturer School of Continuing and Professional Education, The Hong Kong Institute of Education
	2009- 2011	Part-time Senior Research Assistant City University of Hong Kong, SCOPE
	2009-2012	Part- time Lecturer Community College of City University
Teaching	<ul style="list-style-type: none"> • Basic Writing Skills • Chinese Communication for Higher Diploma • Business Putonghua • Fundamentals of Chinese Communication Skills for Higher Diploma Students • Fundamentals of Chinese Communication • Advanced Communication Skills in Chinese • University Chinese (Putonghua, Cantonese) • Language Arts for Community Projects: Teaching Chinese as a service learning experience • Chinese Communication for Social Sciences (APSS-SW, SPA) • Professional Communication in Chinese for Business (AMA) • Professional Communication in Chinese (EIE) 	

	<ul style="list-style-type: none"> Chinese Communication for Applied Ageing Studies & Service Management (APSS) Professional Language Skills and Project Preparation ITC 	
Professional Affiliation	Name of Award	Name of Professional Institution
	<ul style="list-style-type: none"> National Putonghua Proficiency Test (Grade 1 level B) Examiner of National Putonghua Proficiency Test (PSC) 	<p>The State Language Commission of China</p> <p>The State Language Commission of China</p>
Research Project	<p>Projects in PolyU:</p> <ul style="list-style-type: none"> 'Improving Students' Expression and Communication Skills Through Putonghua Recitation and Performance Workshop' 「提升學生表達及溝通能力—朗誦及表演工作坊」(1-6/2022). The workshop will in collaboration with the joint-institute Tertiary Putonghua Recitation Society (TPRS), to enhance students' expression and communication skills and appreciation of Chinese language, literature and culture through recitation and performance. Have got the funding from Sin Wai Kin Chinese Humanities Development Fund and from the Dean's Reserve. Period: 2022; Project Leader Website for Chinese Academic Writing (中文論文寫作教學網站), which is part of CLC proposal and approved by Online Teaching Development and Education Research Grant (2022-23). More self-regulated learning resources will be developed to support students' writing process through the website Period: 2022-2023; Team Member LEG Projects (Smaller Scale): 透過大學傳意中文課程普通話考試的訓練提升學生的溝通能力, Enhancing students' language skills through Fundamentals of Chinese Communication course Putonghua examination training (LEG16-19/SS/CBS1) Period: 2017-2019; Project Leader <p>Projects in the society:</p> <ul style="list-style-type: none"> 'Jockey Club STEPS Project' (賽馬會友伴幼小銜接計劃) which is created and funded by the Hong Kong Jockey Club Charities Trust, with the following three co-creators: The Hong Kong Polytechnic University, Hong Kong Christian Service and Hong Kong Sheng Kung Hui Lady MacLehose Centre Period: 2020-2023; Team Member 'Provision of School-based Professional Support Services on Enhancing the Learning and Teaching of Chinese for Non Chinese Speaking Students in Primary Schools' (提升非華語小學生中文學習效能的校本專業支援服務) which is financed by Education Development Fund (Education Bureau) and organized by The Hong Kong Polytechnic University, Department of Chinese and Bilingual Studies Period: 2019-2022; Team Member 'C-for-Chinese@JC Project', a project on Holistic Support for Ethnic Minority Students in Local Kindergartens for Effective Learning of Chinese Period: 2016-2021; Team Member 'Provision of School-Based Support (SBPS) under University-School Support Programmes (UPS)' (針對非華語小學生中文學習的校本支援計劃) which is financed by Education Development Fund (Education Bureau) and organized by The Hong Kong Polytechnic University, Department of Chinese and Bilingual Studies 	

	Period: 2014-2017; Team Member
Research Output	<ul style="list-style-type: none"> • Karen M C Lau and Helen H W Ma (2019, 10) : Learning by serving: our students' reflection on their service teaching to the ethnic minority children , 'The 3rd International Conference on Service-Learning 2019' (ICSL2019) , Hong Kong . • 馬克芸 (2018, 11) : 大學中文輔助課程的設計理念, 2018 第三屆語文教育國際研討會朗誦教與學工作坊及座談會, Hong Kong . • 陳瑞端、梁慧敏、袁振華、曾潔、馬克芸 (2018, Vol. 16, No.1, 38-59) : 香港非華語小學生中文輔助教材的設計理念及其教學策略, 'The Journal of Chinese Language Education' (CSSCI) , Singapore . • 梁慧敏、袁振華、曾潔、馬克芸 (2017, 12) : 香港非華語小學生學習中文的教材設計與教學應用, 2017 普通話周年慶典暨語文教育國際研討會, Hong Kong . • My study category of degree and master was Song and Yuan Dynasty folk literature: script for story-telling. 學士畢業論文題目為〈理想與現實之間——簡論宋元話本中女性愛情悲劇的形成原因〉 Date of completion: May, 2008 • 碩士畢業論文題目為〈刎頸鴛鴦會〉的敘事手法 Date of completion: June, 2009
Community Service	<ul style="list-style-type: none"> • 2015-2016- The tenth Hong Kong Inter-Tertiary Institution Putonghua Recitation Contest preparatory committee member • 2014-Now- The principal, Tertiary Putonghua Recitation Society • 2014-Now The judge of Hong Kong Schools Speech Festival (Putonghua speech) • 2011-2012- The ninth Hong Kong Inter-Tertiary Institution Putonghua Recitation Contest preparatory committee member • 2009-2014- The vice-principal, Tertiary Putonghua Recitation Society
Others	<ul style="list-style-type: none"> • Coordinator of Self-learning Unit (SLU) • Deputy Coordinator of Chinese Language Testing Working Group • Member of Centre Learning and Teaching Committee (CLTC) • Member of Centre Management Committee (CMC)