

The Hong Kong Polytechnic University

Subject Description Form

Subject Code	CLC3243P (2019-20 onward) CBS3243P (2018-19 and before)
Subject Title	Chinese Communication for Aviation
Credit Value	2
Level	3
Pre-requisite / Co-requisite	
Objectives	This is a discipline-specific Chinese subject which aims at developing the students' language competence in Putonghua and written Chinese for professional communication necessary for them to communicate effectively with various parties and stakeholders in the sector of aviation.
Intended Learning Outcomes	Upon completion of the subject, and in relation to effective communication with a variety of intended readers/audiences in Chinese, students will be able to: a. read and write professional reports / manuals for specific purposes; b. understand and use the terminology of Aviation and Aeronautics in Chinese; c. produce discipline-related Chinese genres (e.g. notices, guidelines, Aeronautical circulars, other formal letters / emails) with appropriate text structures, interactive strategies and language expressions for different intended readers; d. communicate in Putonghua for various speech functions in professional context of Aviation such as introducing, clarifying and explaining.
Subject Synopsis/ Indicative Syllabus	1. Reports in Chinese in the Aviation area <ul style="list-style-type: none">• Planning and organizing reports• Explaining the background, rationale, objectives, scope and significance of a report• Referring to the literature to substantiate reports 2. The Chinese Vocabulary and Terminology in Air Transportation <ul style="list-style-type: none">• Reading of various profession-related manuals, such as Aircraft

	<p>Maintenance Manual (AMM, 飛機維修手冊), Illustrated Parts Catalog (IPC, 飛機件號手冊), Fault Reporting Manual (FRM, 故障報告手冊), Fault Isolation Manual (FIM, 故障隔離手冊) and Tool and Equipment Manual (TEM, 工具設備手冊) etc.</p> <ul style="list-style-type: none"> Analyzing the Chinese lexical structure of the frequently used terms from the linguistic viewpoint. <p>3. Specific Chinese writing in a wide range of genres</p> <ul style="list-style-type: none"> Profession-related literacy in written Chinese for both internal and external purposes, such as writing of notices, guidelines and Aeronautical circulars, etc. <p>4. Oral presentations</p> <ul style="list-style-type: none"> Giving formal presentations and engaging in formal discussions in Putonghua Selecting contents for audience-focused presentations Choosing language and style appropriate to the intended audience
<p>Teaching/Learning Methodology</p>	<p>The subject is designed to develop the students' Chinese language skills, both oral and written, that students need to communicate effectively and professionally with a variety of stakeholders of aviation-related projects. It builds upon the language and communication skills covered in GUR language training subjects.</p> <p>The study approach is primarily seminar-based. Seminar activities include instructor input as well as individual and group work, involving drafting and evaluating texts, mini-presentations, discussions and simulations.</p> <p>The learning and teaching activities in the subject will focus on a course-long report which will engage students in proposing on an aviation-related report to different intended readers/audiences. During the course, students will be involved in:</p> <ul style="list-style-type: none"> planning and researching writing and reporting giving oral presentations to intended stakeholders in Putonghua

Assessment Methods in Alignment with Intended Learning Outcomes	Specific assessment methods/tasks	% weighting	Intended subject learning outcomes to be assessed (Please tick as appropriate)					
			a	b	c	d		
	1. Group Report in Chinese	30%	✓	✓				
	2. Assignment on practical writing	20%	✓	✓	✓			
	3. Situational oral presentation (individual)	20%		✓		✓		
	4. PPT presentation on the report (group)	20%		✓		✓		
	5. Formal discussions and Class participation	10%		✓		✓		
	Total	100 %						
<p>Explanation of the appropriateness of the assessment methods in assessing the intended learning outcomes:</p> <p>Subject assessment 100% coursework</p> <p>For the course work, students will be assessed by the final products of the assigned exercises.</p> <p>Each assignment will be assessed in terms of criterion reference assessing.</p> <p>The overall achievement is obtained by formative assessment.</p>								
Student Study Effort Expected	Class contact:							
	<ul style="list-style-type: none"> ▪ Seminars 							26 Hrs.
	Other student study effort:							
	<ul style="list-style-type: none"> ▪ Outside class practice, e.g. planning, discussing, and writing assignments and report. 							56 Hrs.

	<ul style="list-style-type: none"> ▪ Researching and self-study 	
	Total student study effort	82 Hrs.
Reading List and References	<ol style="list-style-type: none"> 1. 民用航空術語編輯組（2002）《民用航空旅客運輸術語》。中國標準出版社。 2. 民用航空術語編輯組（2002）《民用航空貨物運輸術語》。中國標準出版社。 3. 國際民航組織（1997）《國標民航運輸管理手冊（國際民航組織第9626號文件）》。中國民航出版社，第1版。 4. 于成鯤主編（2003）《現代應用文》。復旦大學出版社。 5. 于成鯤等主編（2011）《當代應用文寫作規範叢書》。復旦大學出版社。 6. 邵敬敏（2007）《現代漢語通論》。上海教育出版社。 7. 姜波（2009）《飛機檢測與維修實用手冊》（第1-4卷）。吉林：吉林科學技術出版社。 8. 鄭笑平（2005）《科技寫作》。河南人民出版社。 	