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ILP Guidebook

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Integrated learning programme 2001-2002

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ILP

an essential path to success

Integrated

Learning

Programme

2001-2002

WHOLE PERSON DEVELOPMENT ... HOW



Student Services Centre

INTRODUCTION

The Integrated Learning Programme (ILP) covers the following six areas of student development: intellectual/ academic, social, emotional, career, physical, and cultural/ aesthetic. The ultimate goal is to achieve the University's mission on whole person development. You must acquire the necessary knowledge and skills based on this exclusive learning environment in which a **WHOLE PERSON** is developed at the best level. **INTEGRATED LEARNING PROGRAMME (ILP)** will help you to understand and develop into a **WHOLE PERSON** which will shape our future.

OBJECTIVE

ILP aims to develop students' ability to **LEARN** at university level, to **THINK CRITICALLY** and to **NURTURE** a 'Whole Person' development through various carefully chosen topic activities. **ILP** does not only facilitate learning skills throughout your years in the University but also widens the perspective on your personality development.

VISION

Becoming a whole person is a straight forward and highly flexible process. You can take on the activities at your own pace, the required 30 hours a year are only there to provide you with a level reference. You are

encouraged to choose many more hours and the fruit of these hours extends far beyond the fulfillment of a degree. The hours you have participated are the index of your eagerness and initiative of your own **Whole Person Development**. More importantly, it is a development which will certainly be recognised and valued by others.

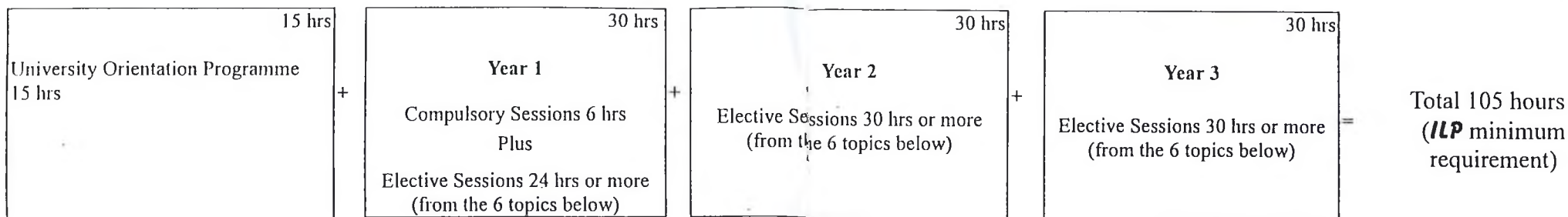
REQUIREMENTS

All students, as from September 2001 intake, must fulfill the **ILP** requirements in order to receive a testimonial with an acknowledgement of Programme Completion. The University Orientation Programme (UOP) represents 15 hours of the **ILP**. Students who have been granted permission of leave will have to make up the unattended UOP hours (or any part thereof) by attending other **ILP** activities in their course of study at the University. Students cannot graduate without fulfilling the **ILP** requirement. A total minimum of 105 hours of **ILP** have to be taken by all students during their 3 years of study. The distribution of hours is as follows:

UOP	15 hours
Year 1	30 hours
Year 2	30 hours
Year 3	30 hours

Total	105 hours
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ILP Map



TOPIC	1	2	3	4	5	6
	Intellectual-Academic	Social / Emotional	Career	Physical	Cultural-Aesthetic	University Assembly
Year 1 COMPULSORY Session	Study Skills 3 hrs x 2 meetings = 6 hrs includes : - Reading Effectiveness - Note-taking Techniques - Term Paper Writing					
ELECTIVE Session Available for Year 1 Students	- Web-based learning 2 hrs - Library Information Skills 2 hrs - Time Management 3 hrs	- Expanding Your Personal Network 3 hrs - Self-care in Hostel 3 hrs - Self-esteem & Confidence Building 3 hrs	- University Life Planning (Goal Setting) 3 hrs x 2 meetings = 6 hrs	- Aerobics - Learning to swim - Female Body Shaping - Table-tennis - Physical Conditioning - Squash - Tennis - Badminton - Tai Chi Sword - Tai Chi Chuan - Social Dance (each equivalent of 9 ILP hours)	- Music Culture Course - Guitar (Elementary) - Street Jazz - Film Appreciation - Drama - Poetry - Chinese Calligraphy (each equivalent of 9 ILP hours) - Creative Photography (15 ILP hours)	University Assembly 1 or 1½ hrs x 3 meetings = 3 – 4.5 hours
ELECTIVE Session Available for Year 2 & 3 Students	- Creativity & Problem-solving Skills - Organizational Presentation Skills - Using New Technology in Study - Improving Your Concentration, Memory and Mind Mapping	- Stress Management and Relaxation Exercise - Peer Leader Development Programme - Effective Communication / Interpretation Skills - Effective Public Speaking : Toastmasters - EQ Enhancement - Personality Enrichment	- Career Exploration Series - Understand Your Personality & Career Choice - Job Seeking Preparation (Resume Writing / Interviewing Skills) - Current Affairs Discussion Techniques	- Aerobics - Learning to swim - Female Body Shaping - Table-tennis - Physical Conditioning - Squash - Tennis - Badminton - Tai Chi Sword - Tai Chi Chuan - Social Dance	- Music Culture Course - Guitar (Elementary) - Street Jazz - Drama - Poetry - Creative Photography	University Assembly

COURSE DESCRIPTION & CONTENT

TOPIC 1: INTELLECTUAL - ACADEMIC

Knowledge is power. This topic introduces you to some necessary skills in order to help you perform adequately in your academic activities, to manage your time, and to acquire knowledge and information from different sources 工欲善其事必先利其器. To develop these skills into a built-in ability of your learning process will not only benefit your university studies but also be very useful throughout your entire working life.

Courses:

IACD010 Study Skills (學習技巧) 3 hours x 2 meetings

consists of mainly three subject areas :

Reading Effectiveness (有效閱讀)

Note-taking Techniques (筆記技巧)

Term Paper Writing (論文寫作)

The courses are chosen with an intention to assist you to adjust to the new academic life. These subjects expose you to various study skills. An understanding of study methods and exposing to learning strategies will help you to cope with the new learning mode you are coming into.

IACD020 Time Management (時間管理) 3 hours

This subject helps you to plan and organise your time. “Let us manage our time not managed by time” is the trick to use your time effectively to study and yet still be able to have time for fun.

IACD030 Web-based Learning (網上學習初探) 2 hours

Technologies have enriched your life in many ways, one of which is the quick flow of knowledge. This subject introduces a number of essential skills for Web-based Learning.

IACD040 Library Information Skills (圖書館資料搜集技巧)
2 hours

The bank of knowledge is in the library. In order to withdraw this wealth you need to acquire the necessary skills. Through this course you will explore the means to retrieve the knowledge stored in this bank, the library. University learning is a process of searching and researching in order to enable you to make the best analysis and judgement in life. On completion of this course you should be equipped with the skills to search for any information you need from the library, a key to the bank of knowledge.

TOPIC 2: SOCIAL & EMOTIONAL

Social development involves enhancing your ability to understand, interact and compromise with those of differing personalities and opinions. It also involves the realization of potential and the cultivation of leadership qualities. Emotional development includes the awareness, expression and management of feelings. How emotions can be expressed in socially acceptable ways and channelled into positive endeavours is crucial to mental health, problem solving and conflict management.

Courses:

ISOC010 Expanding Your Personal Network (擴展人際網絡) 3 hours

Living away from home is exciting but can also be very lonely. To build a good personal network can help each other to walk through good times as well as difficult times 在家靠父母, 出外靠朋友. This course introduces you ways to build and more importantly to maintain relationships and expand your personal network.

ISOC020 Self-care in Hostel (宿舍自我照顧) 3 hours

If you are living in the hostel who does your cleaning? cooking? and laundry? 'YOU' is the answer. Looking after yourself can be very difficult. In order to prevent unnecessary ordeals you have to take good care of yourself when you are living away from home. This course introduces the importance of healthy self-care, safe practices of doing things, and how to handle unpleasant happenings while you are in the hostel.

**ISOC030 Self-esteem & Confidence Building (建立自信)
3 hours**

I have confidence in you but who gives you your confidence? This course will help you to find out the answer. Throughout these three years of university study, throughout your entire working life, in every social occasion and even in your own private life you need self confidence in order to lay foot on the steps of success. This subject introduces you some ways to build up self-esteem and confidence.

TOPIC 3: CAREER

Career development involves the identification of personal interests, values, and abilities or talents, the acquisition of information about a variety of occupational areas and the preparation for transition from university to work. The need for career planning is especially prominent for university students because launching a career is the next phase of life.

Course :

**ICAR010 University Life Planning (Goal setting) 計劃大學生活
(目標釐定) 3 hours x 2 meetings**

Since working life will normally occupy one-third or even more of a person's life, career is very important to everyone. This course is designed to help you understand and begin the process of career exploration; to increase your self-awareness of your interests, abilities, values, etc.; to widen your perspective in terms of the careers you can pursue to develop an awareness of the full spectrum of

resources available on campus and in the community. This course is to assist you in your educational and career planning process and to facilitate your career decision making through vocational testing (e.g. Self-directed Search, Strong Interests Inventory), discussion, group exercise and individual assignment.

TOPIC 4: PHYSICAL EDUCATION

Your minds work better when you are in the best of health. Physical development involves maintaining good health and developing efficient physical skills. Diet, exercise, avoidance of harmful drugs, hygiene and recreation are also essential to physical health development.

Courses :

<i>IPEP010</i>	<i>Learn to Swim (游泳班)</i>
<i>IPEP020</i>	<i>Aerobics (有氧健體運動)</i>
<i>IPEP030</i>	<i>Female Body Shaping (女士健美)</i>
<i>IPEP040</i>	<i>Physical Conditioning (體能訓練)</i>
<i>IPEP050</i>	<i>Badminton (羽毛球)</i>
<i>IPEP060</i>	<i>Squash (壁球)</i>
<i>IPEP070</i>	<i>Table-tennis (乒乓球)</i>
<i>IPEP080</i>	<i>Tennis (網球)</i>
<i>IPEP090</i>	<i>Social Dancing (社交舞)</i>
<i>IPEP100</i>	<i>Tai Chi Chuan (太極拳)</i>
<i>IPEP110</i>	<i>Tai Chi Sword (太極劍)</i>

TOPIC 5: CULTURAL-AESTHETIC

Cultural-Aesthetic development implies the ability to appreciate arts, beauty, life, nature and various kinds of human culture. Such development stimulates the pursuit of perfection and creativity; enriches your life of interests; and fosters a peaceful temperament.

Courses :

ICUL010	Guitar (Elementary) (結他初班)
ICUL020	Music Culture Course (流行音樂欣賞)
ICUL030	Street Jazz (舞蹈)
ICUL040	Drama (戲劇)
ICUL050	Poetry (詩意空間)
ICUL060	Film Appreciation (電影欣賞)
ICUL070	Chinese Calligraphy (中國書法)
ICUL080	Creative Photography (創作攝影)

TOPIC 6: UNIVERSITY ASSEMBLY

As part of the general education for students, University Assemblies are arranged by the Student Services Centre during the academic year. Speakers representing a wide spectrum of society are invited to give talks of common interest to students. Through exposure to various aspects of life, you will widen your intellectual, social and cultural perspectives which enable you to think and judge critically and independently.

Sessions :

IUAS010	President's Annual Address
IUAS020	To be confirmed
IUAS030	To be confirmed

ILP Recognition Hours (1st Semester of Year 2001-2002)

Course	Course Code	Hours	Maximum Hours to be counted for ILP
1. Intellectual – Academic			
<ul style="list-style-type: none"> • Study Skills (學習技巧) <ul style="list-style-type: none"> - Reading Effectiveness (有效閱讀) - Note-taking Techniques (筆記技巧) - Term Paper Writing (論文寫作) • Time Management (時間管理) • Web-based Learning (網上學習初探) • Library Information Skills (圖書館資料搜集技巧) 	IACD010 IACD020 IACD030 IACD040	3-hour course 2-hour course 1-hour course x 2 meetings	- 6 ILP hours Compulsory } — 7 ILP hours
2. Social / Emotional			
<ul style="list-style-type: none"> • Expanding Your Personal Network (擴展人際網絡) • Self-care in Hostel (宿舍自我照顧) • Self-esteem & Confidence Building (建立自信) 	ISOC010 ISOC020 ISOC030	3-hour course 3-hour course 3-hour course	} — 9 ILP hours
3. Career			
<ul style="list-style-type: none"> • University Life Planning (Goal setting) 計劃大學生活 (目標釐定) 	ICAR010	3-hour course x 2 meetings	6 ILP hours
4. Physical Education			
<ul style="list-style-type: none"> • Learn to Swim (游泳班) • Aerobics (有氧健身運動) • Female Body Shaping (女士健美) • Physical Conditioning (體能訓練) • Badminton (羽毛球) • Squash (壁球) • Table-tennis (乒乓球) • Tennis (網球) • Social Dancing (社交舞) • Tai Chi Chuan (太極拳) • Tai Chi Sword (太極劍) 	IPEP010 IPEP020 IPEP030 IPEP040 IPEP050 IPEP060 IPEP070 IPEP080 IPEP090 IPEP100 IPEP110	9-hour course each	} — 9 ILP hours (1 out of 11 courses)
5. Cultural - Aesthetic			
<ul style="list-style-type: none"> • Guitar (Elementary) (結他初班) • Music Culture Course (流行音樂欣賞) • Street Jazz (舞蹈) • Drama (戲劇) • Poetry (詩意空間) • Film Appreciation (電影欣賞) – at least 3 movies • Chinese Calligraphy (中國書法) • Creative Photography (創作攝影) 	ICUL010 ICUL020 ICUL030 ICUL040 ICUL050 ICUL060 ICUL070 ICUL080	9-hour course each 30-hour course	} — 9 ILP hours (1 out of 7 courses) 15 ILP hours
6. University Assembly			
<ul style="list-style-type: none"> • President's Annual Address (校長週年致辭) • To be confirmed • To be confirmed 	IUAS010 IUAS020 IUAS030	1 or 1.5 hour session (3 meetings)	4.5 ILP hours

Schedule of Courses (1st Semester of Year 2001 -2002)

Course	Course Code	Hours	Date (Group)										Time			
			G1*/G2*	G3*/G4*	G5*/G6*	G7*/G8*	G9*/G10*	G11*/G12*	G13*/G14*	G15*/G16*	G17*/G18*	G19		G20		
1 Intellectual – Academic Study Skills (學習技巧) Compulsory - Reading Effectiveness (有效閱讀) - Note-taking Techniques (筆記技巧) - Term Paper Writing (論文寫作)	IACD010	3-hour course x 2 meetings	8/10 15/10	9/10 16/10	10/10 17/10	11/10 18/10	19/10 22/10	30/10 6/11	31/10 7/11	1/11 8/11	2/11 9/11	3/11 10/11	3/11 10/11	* =17:30 - 20:30 G19=09:30 - 12:30 G20=13:30 - 16:30		
			G1	G2	G3	G4	G5									
	Time Management (時間管理)	IACD020	3-hour course	24/9	25/9	26/9	27/9	28/9								17:30 - 20:30
	Web-based Learning (網上學習初探)	IACD030	2-hour course	9/10	10/10	11/10	12/10									17:30 - 19:30
Library Information Skills (圖書館資料搜集技巧)	IACD040	2-hour course	Please refer to attached supplement													
2 Social / Emotional Expanding Your Personal Network (擴展人際網絡) Self-care in Hostel (宿舍自我照顧) Self-esteem & Confidence Building (建立自信)	ISOC010	3-hour course	12/11	13/11	14/11	15/11	16/11							17:30 - 20:30		
	ISOC020	3-hour course	5/11	6/11	7/11	8/11	9/11							17:30 - 20:30		
	ISOC030	3-hour course	19/11	20/11	21/11	22/11	23/11							17:30 - 20:30		
			G1	G2	G3	G4	G5	G6	G7	G8						
3 Career University Life Planning (Goal setting) 計劃大學生活 (目標釐定)	ICAR010	3-hour course x 2 meetings	8/10 15/10	9/10 16/10	10/10 17/10	11/10 18/10	22/10 29/10	23/10 30/10	24/10 31/10	26/10 2/11				17:30 - 20:30 17:30 - 20:30		
			G1	G2	G3	G4	G5	G6	G7	G8						
4 Physical Education Learn to Swim (游泳班) Aerobics (有氧健體運動) Female Body Shaping (女士健美) Physical Conditioning (體能訓練) Badminton (羽毛球) Squash (壁球) Table-tennis (乒乓球) Tennis (網球) Social Dancing (社交舞) Tai Chi Chuan (太極拳) Tai Chi Sword (太極劍)	IPEP010	9-hour course each	Please refer to attached supplement													
	IPEP020															
	IPEP030															
	IPEP040															
	IPEP050															
	IPEP060															
	IPEP070															
	IPEP080															
	IPEP090															
	IPEP100															
5 Cultural - Aesthetic Guitar (Elementary) (結他初班) Music Culture Course (流行音樂欣賞) Street Jazz (舞蹈) Drama (戲劇) Poetry (詩意空間) Film Appreciation (電影欣賞) - at least 3 movies Chinese Calligraphy (中國書法) Creative Photography (創作攝影)	ICUL010	9-hour course each	Please refer to attached supplement													
	ICUL020															
	ICUL030															
	ICUL040															
	ICUL050															
	ICUL060															
	ICUL070															
	ICUL080															
6 University Assembly President's Annual Address (校長週年致辭) To be confirmed To be confirmed	IUAS010	1 or 1.5 hour session	17/9										16:45 - 17:45 or 18:00 - 19:00			
	IUAS020		29/10										17:00 - 18:30			
	IUAS030		26/11										17:00 - 18:30			

Note : All courses are subject to amendment, updated details will be notified

EXCEPTIONAL CASES

Student International Exchange Programme (SIEP)

For students who participate in SIEP should take up 15 hours of equivalent topic areas during their time spent overseas or make them up in the forthcoming semester(s).

Exemption and Missing Hours

First year undergraduate students who are unable to attend the UOP should apply to the President via the Student Services Centre for leave of absence with justification. Permission of leave will be granted only under very exceptional circumstances. Students who have been granted permission of leave will have to make up the unattended UOP (or any part thereof) by attending other ILP activities in their course of studies at the University. For those who are unable to complete 30 **ILP** hours for the relevant year, special make up arrangement has to be taken place in the forthcoming year(s).

Carrying forward Hours

No more than 10 hours of ILP recognition hours can be carried forward to the following year.

ILP COURSE REGISTRATION

Topic	Registration Date	Last Day Add/Drop	Venue
1,2, & 3	30 th Aug – 4 th Sept 2001	19 th Sept 2001	SSC Office
Library Information Skills	1 st Sept 2001	-	Online http://www.library.ln.edu.hk/classes/
4 & 5	12 th Sept 2001	19 th Sept 2001	SSC Office
6	3 rd Sept 2001	-	Online http://aasgnt/aasp/assembly/assembly.htm

PERSONAL ILP RECORD

Your registration record of **ILP** courses for 2001 – 2002

Course	1 st Date preference	2 nd Date preference	No. of Hours
IACD010 Study Skills	-	-	6
Total hours :			

ILP Registration Form for Topics 1 – 3

1st Semester of Year 1 (2001-2002)

Name : _____ Email Address : _____

Student No. : _____ Contact Phone : _____

Study Programme : _____

Sample

Course	1 st Date preference	2 nd Date preference	No. of Hours
IACD010 Study Skills	-	-	6
ISOC020 Self-care in Hostel	9/11	5/11	3
ICAR010 University Life Planning	9/10, 16/10	22/10, 29/10	6
Total hours :			15 hrs

Compulsory Sessions

Study Skills 3 hrs @ x 2 meetings (pick five groups from below and put in preference order)

Study Skills	6 hours	G1/	G3/	G5/	G7/	G9/	G11/	G13/	G15/	G17/	G19	G20
		G2	G4	G6	G8	G10	G12	G14	G16	G18		
	Date of session	8/10	9/10	10/10	11/10	19/10	30/10	31/10	1/11	2/11	3/11	3/11
		15/10	16/10	17/10	18/10	22/10	6/11	7/11	8/11	9/11	10/11	10/11
Put from 1 to 5 in preference order												

Elective Sessions (from topics 1 – 3 on pgs. 11-12)

Course	1 st Date preference	2 nd Date preference	No. of Hours
IACD010 Study Skills	-	-	6
Total hours :			

(Hand in this form to SSC on 30th August – 4th September 2001)