

Part B (Project Summary)																																			
Project Title: Applying Knowledge Management Practices in School Education for Sustainable Development (運用知識管理促進學校教育持續發展)		Project Number 2011/0176 (Revised)																																	
Name of Organization: Department of Curriculum and Instruction of The Hong Kong Institute of Education																																			
<p>(1) Goals: Institutionalize KM in schools for enhancing school capacity for sustainable development and providing quality education. Objectives: (i) To help schools to institutionalize the KM system in the school organization and understand the concept of KM practices, and (ii) to foster a culture of knowledge sharing and innovative in the schools organizations for strengthening school capacity and strategic planning capacity in coping with the challenges created from the recent educational reforms.</p> <p>(2) Targets: Expected number of beneficiaries: 20 principals and 60 teachers from 10 primary schools and 10 secondary schools will be trained to be competent KM managers of their schools. Around 1000 teachers of the project schools will be benefited from the four school workshops in practicing the KM skills.</p> <p>(3) Implementation Plan: (i) Duration: 1 Nov 2012 to 31 Oct 2014 (ii) Process / Schedule: Two intensive training programs for members of KM Committees (KMC), one for primary schools and one for secondary schools and conducting four half-day workshops for each school in two years. Knowledge audit and data mining will be conducted in between the 2 school workshops.</p> <table border="1"> <thead> <tr> <th>Theme</th> <th>Content</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>Set up KM committee in each school</td> <td>Appoint KM managers</td> <td>Nov 2012</td> </tr> <tr> <td>1st training programme for KM managers</td> <td>Modules 1-5</td> <td>Nov- Jan 2012</td> </tr> <tr> <td>1st whole school workshop</td> <td>Module 11</td> <td>Jan – March 2013</td> </tr> <tr> <td>Conducting KM audit</td> <td>Data Mining and KM managers action learning</td> <td>Jan- Apr 2013</td> </tr> <tr> <td>2nd whole school workshop</td> <td>Consultation and Planning</td> <td>May – June 2013</td> </tr> <tr> <td>2nd training programme for KM managers</td> <td>Modules 6-10</td> <td>Oct – Nov 2013</td> </tr> <tr> <td>3rd whole school workshop</td> <td>Module 12</td> <td>Jan - March 2014</td> </tr> <tr> <td>Conducting KM audit</td> <td>Data Mining and KM managers action learning</td> <td>Jan - Apr 2014</td> </tr> <tr> <td>4th whole school workshop</td> <td>Consultation and Planning</td> <td>May –June 2014</td> </tr> <tr> <td>Dissemination activities</td> <td>Closing ceremony and sending CD for dissemination</td> <td>July – October 2014</td> </tr> </tbody> </table> <p>(4) Products: Deliverables and benefits after completing the project will be: 1. a group of schools which have institutionalized the Knowledge Management System and internalized the KM practices; 2 the schools will be more responsive to societal and policy changes, effective in coping with challenges created from the recent educational reforms, and able to provide quality education; 3. ten staff development packages and a CD-ROM to help other schools to acquire the knowledge, skills and practice of KM; and 4. a few academic articles to disseminate the practice and experience of applying the KM in Hong Kong schools.</p> <p>(5) Budget: The budget and its major items include: Total= \$2,226,100 [Staff Cost=\$1,362,000; General Expenses=\$264,934; Equipments=\$20,000; Services=\$554,000; Contingency =\$25,166]</p> <p>(6) Evaluation: (i) Performance indicators: KM Capacity, School Capacity, School intellectual capital(pre-post test) (ii) Outcome measurements: Both internal and external approaches will be adopted in the monitoring and evaluation of the project. The internal monitoring of the project involves the participating schools and teachers through surveying about their opinions of the programmes, courses and workshops designed for them. External evaluation of the project may be done through by inviting external experts to visit and review the participating schools after completing the whole project.</p>			Theme	Content	Date	Set up KM committee in each school	Appoint KM managers	Nov 2012	1 st training programme for KM managers	Modules 1-5	Nov- Jan 2012	1 st whole school workshop	Module 11	Jan – March 2013	Conducting KM audit	Data Mining and KM managers action learning	Jan- Apr 2013	2 nd whole school workshop	Consultation and Planning	May – June 2013	2 nd training programme for KM managers	Modules 6-10	Oct – Nov 2013	3 rd whole school workshop	Module 12	Jan - March 2014	Conducting KM audit	Data Mining and KM managers action learning	Jan - Apr 2014	4 th whole school workshop	Consultation and Planning	May –June 2014	Dissemination activities	Closing ceremony and sending CD for dissemination	July – October 2014
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