

## Quality Education Fund

### The Dedicated Funding Programme for Publicly-funded Schools

#### Part B: Project Proposal

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| <b>Project Title:</b><br>Blended learning - Enhancing deeper learning through the production of school-based learning and teaching resources<br>混合式學習-透過製作校本學與教的材料去深化學習 | <b>Project Number:</b><br>2018-1102 (Revised) |
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**Name of School:** St. Rose of Lima's College

#### Direct Beneficiaries

(a) Sector:  Kindergarten  Primary  Secondary  Special School (Please put a tick in the appropriate box(es).)

(b) Beneficiaries: (1) Students: 1000 persons (S1 to S6); (2) Teachers: 63 persons; (3) Parents: Around 1800 persons; (4) Others: Around 500 persons of graduating students or alumni

**Project Period:** 9/2020 to 9/2021

#### 1. Project Needs

|     |   |  |
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| 1.1 | Project Aim(s)                                | To enhance learning effectiveness, we are planning to introduce blended learning in the classroom and at home to nurture self-directed learning and to encourage students actively involved in learning activities.<br>To address learning diversity, we will develop multiple modes of learning strategies and varieties of e-learning resources to meet the learning needs of students.  |
| 1.2 | Innovative element(s)                         | The products produced as school-based learning resources will be valuable learning content which can facilitate the implementation of blended learning in our school.<br>The production of learning programmes will be student-directed. They will receive training of all sorts to produce learning videos. Students will have different roles in the production processes. They can learn project planning skills, problem-solving skills, communication skills and creativity through the means. They can also learn how to work cooperatively with others as a team. |
| 1.3 | Alignment with school-based / students' needs | Our core concerns of the school development are:<br>1. Enhancing the Caring and Sharing Culture;<br>2. Strengthening the Positive Learning Environment.;<br>3. Widening Exposure to Different Learning Experiences through STREAM Education.<br>This project will strategically bridge us to the ultimate goal of our school's development.  |

## 2. Project Feasibility

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|-----|---|---|
| 2.1 | Key concept (s) / rationale(s) of the project   | Blended learning is an approach to education that combines online educational materials and opportunities for interaction online with traditional place-based classroom methods. It facilitates self-directed learning and encourages students to actively involved in their own learning. Blended learning addresses the learning diversity of students. It is mastery-based which acknowledges that some students need more time to comprehend the learning materials. Students can choose to move forward when ready. The production of school-based self-directed e-learning contents and the use of video content management system are the keys to the success of blended learning and e-learning. (please refers to appendix 1: Theoretical background and conceptual framework) |
| 2.2 | Applicant's readiness or ability/ experience/ conditions/ facilities for project implementation | <p>The incorporated management committee and parents fully support this proposal.</p> <p>The school has an excellent and efficient team who are willing to use information technology for teaching. Many teachers are skilful in video recording, editing and operating IT equipment. It is significant for us to establish school Campus TV as it can facilitate our teachers to conduct blended learning in school and outside school.</p> <p>Besides, the school has set up a campus TV co-ordination team to implement this project and to sustain the development of it.</p> <p>The school has reserved a special room for the establishment of SRL Campus TV.</p>   |
| 2.3 | Principal's and teachers' involvement and their roles   | The establishment of a committee is responsible for coordinating and monitoring the project. The members include the principal, the vice-principal and a teacher of each of the three core subjects. Teachers in various disciplines will participate in the assistance, review, development and self-learning education programmes, participate in peer-to-peer, inter-disciplinary collaboration and review meetings, and lead students to organise sharing activities to showcase students' learning outcomes.   |
| 2.4 | Parents' involvement / participation (if applicable)  | Parents will involve in some of the video productions. They will share their parenting skills in the programmes as part of the PTA activities.  |
| 2.5 | Roles of collaborator(s) (if applicable)  | N.A.  |

## 2.6 Implementation timeline

| Implementation period<br>(MM/YYYY) | Project activities   |
|------------------------------------|--|
| 9/2020-11/2020                     | Tender and renovation work for school campus TV station, hall projection equipment and purchase related equipment and materials  |
| 11/2020-2/2021                     | <p>Establish Campus TV committee and student Campus TV team.</p> <p>Teacher training workshop (about 19 hours, the content mainly includes the operation process of the hall projection equipment, campus TV station, the operational coordination and skills of various equipment, the administration and use of the content management system – CMS and the training about blended learning.)</p> <p>Student training workshop (about 6 hours, the content mainly includes the operation process of the campus TV station, the operational coordination and skills of various equipment</p> <p>Shooting time divisions for teachers of various subjects</p> <p>Communicate the needs of students at the conference and assist in the development of programme content</p> <p>Communicate with other schools online and learn about shooting and production techniques to make future operations more effective</p> <p>Produce the programmes based on the preliminary programme outline and timetable already in place and conduct a pilot broadcast</p> <p>Broadcast the programmes on time and collect opinions and suggestions for improvement from teachers and students to prepare for the establishment of a complete TV station</p> |
| 2/2021-6/2021                      | <p>Review the programmes regularly to maintain the effectiveness of the learning and collect the opinions of students and teachers for analysis and improvement works.</p> <p>Invite more students as the new members to maintain the continuity of programmers and operators and the sustainability of the SRL Campus TV, which will not be affected by the graduation of students.</p>   |
| 3/2021-9/2021                      | <p>Conduct live broadcasts for activities of speeches and shows at assembly hall via campus TV station and increase exposure to and for the learning outcomes of students</p> <p>Broadcast Time: morning assembly, recess time or lunchtime</p> <p>Integrate the content produced to a video content management system.</p> <p>Facilitate blended learning through the use of a content management system (CMS).</p>   |

2.7 Details of project activities (Item (a)-(f) not applicable to this application can be deleted.)

a. Student activity, if applicable

| Activity name             | Content<br>(Including the topics, implementation strategies/modes, target beneficiaries, selection criteria, etc.)   | Number of sessions and duration  | Teachers' involvement and/or hired personnel<br>(Including the roles, qualifications and experiences required of the speaker(s)/ instructor(s), etc.) | Expected learning outcomes   |
|---------------------------|--|--|---|--|
| Student Training Workshop | <p>For Campus TV station:<br/>Selection criteria for the admission to the Campus TV team will be assessed by a points system:</p> <ol style="list-style-type: none"> <li>1. Previous or present member of the audio-visual team in school (5 points)</li> <li>2. Have at least one years of experience of filming or photo-taking (5 points)</li> <li>3. With videos or photos sample provided.<br/>Applicants need to elaborate on the details of their works. (1 – 10 points will be assigned to the quality of the works)</li> <li>4. Interview session will be arranged to understand the characters and attitude of the candidates. (1-10 points)</li> </ol> <p>Introduce the TV station equipment, the operation and skill of various equipment,</p> <p>the cooperation of TV station sound and picture, shooting skills and location,</p> <p>the use of shooting effects (such as fade function and additional subtitles), shooting large hall events and on-site Live operation, etc</p> | <p>For Campus TV Station:<br/>Total 6 hours</p> <p>3 sessions</p> <p>2 hours</p> <p>2 hours</p> <p>2 hours</p> | <p>Trainers with a university degree or equivalent and who have at least three years of knowledge and experience in this area.</p>                    | <p>Teachers and technicians can realise the operation and process of the campus TV station and skills of various equipment</p> |

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| English Channel     | <u>Program 1 English book spotlight</u><br>Students will share the good book they have read in the video.  | 3 minutes<br>Once per month<br>Total of 8 sessions | Teachers of English Section and Students  | Encourage students to read more book.<br>Improve the generic skills of the students who are involved in the video production. |
|                     | <u>Program 2 Speech Festival</u><br>Filming the speech of the students who had joined the speech festival.   | 3 minutes<br>Total of 20 sessions                  | Students who have joined the speech festival  | Students can learn from the video of how to have a good command of spoken English.  |
|                     | <u>Program 3 Fun in English</u><br>Introduce some funny use of English like the colloquial English words or slang.   | 3 minutes<br>Once per month<br>Total of 5 sessions | Senior form students will prepare the script and produce the video with the students of the campus TV team. | Students can learn more about the use of English in real life, especially they are in western countries.                      |
| Chinese Channel     | <u>Program 1 Putonghua Channel</u><br>Students will share their life or meaning messages from books or from other resources.<br><u>Selection criteria</u><br>The announcers will have a good command of Putonghua. | About 10 times a year<br><br>Duration: 3-5 minutes | Teachers of Chinese Section and Students  | Improve students' listening and speaking in Putonghua   |
|                     | <u>Program 2 Chinese book spotlight</u><br>Students will share the good book they have read in the video.  | 3 minutes<br>Once per month<br>Total of 8 sessions | Teachers in the reading committee and the selected librarian from some classes                              | Encourage students to read more book.<br>Improve the generic skills of the students who are involved in video production.     |
|                     | <u>Program 3 Speech Festival</u><br>Filming the speech of the students who had joined the speech festival.   | 3 minutes<br>Total of 20 sessions                  | Students who have joined the speech festival  | Students can learn from the video of how to have a good command of spoken Cantonese and Putonghua.                            |
| Mathematics Channel | <u>Program 1 Living in Mathematics</u><br>Students and teachers introduce the knowledge of mathematics in daily life in the form of small theatres.  | About 5 times a year<br><br>Duration: 3-5 minutes  | Teachers of Mathematics Section and Students  | Make students understand the connection between mathematics and life and try to apply it to life                              |

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|                            | <p><u>Program 2 Preparing learning material for the blended learning</u></p> <p>The committee of the project together with the selected mathematics teachers will select five concepts in the mathematics of which the students in our school would have more obstacle to master.</p> <p>The teachers will conduct sub-skills analysis and then produce the relevant learning video through the CMS.</p> <p>The videos produced will be uploaded to the CMS and organised to become personalised learning package for the use in blended learning.</p> <p>Students TV team will assist the filming of the learning materials.</p> | <p>Five core concepts</p> <p>Each concept with a total time of 30 minutes</p> <p>Total of 150 minutes</p> | <p>The committee on QEF, the committee on E-learning and selected Mathematics teachers.</p> | <p>Improve the generic skills of the students who are involved in video production.</p> <p>Students have suitable learning materials for personalised learning.</p> |
| Live Broadcast Channel     | <p>Live broadcast about school activities, such as talent show, fun-fair, ball game matches, parent-teacher general meeting, singing contest, graduation ceremony, choral speaking, Orchestra performance, drama and Information Day, etc.</p>  | <p>About 4-6 times a year</p> <p>Duration: 60-90 minutes</p>  | <p>Responsible by experienced teachers, students and technicians</p>                        | <p>Broadcast the events outside the assembly hall to increase student participation opportunities and enhance students' sense of belonging to the school</p>        |
| Career Planning programmes | <p>Students understand that career development is a concept that focuses on the stage of life development. It is to help students to play and practise themselves through the work-related roles, looking for an environment that matches personal traits.</p> <p>Guest speakers will be invited to talk about career sharing for students. It helps the students to start to prepare for their future career as early as they can.</p>   | <p>About 1-2 times a year</p> <p>Duration: 30-60 minutes</p>  | <p>Responsible by experienced teachers, students and school's graduates</p>                 | <p>Students have a clearer direction and goals for employment and life.</p>   |
| STREAM Channel             | <p>Stream education is one of our school concern and long-term development. Stream / STEM Committee will prepare some short online course about STREAM learning and to record the activities they have held in the school.</p>  | <p>About 3-4 times a year</p> <p>Duration: 2-5minutes</p>   | <p>Responsible by experienced teachers, students and technicians</p>                        | <p>Students can widen their horizon about STREAM activities in school, Hong Kong and the world.</p>   |

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| Student Support Channel            | Student Support Team will add “Sharing”, “Mind” and “Enjoyment” elements into the school life. E.g. Students can express appreciation, gratitude or encouragement to others   | Twice per school term     | Student Support Team   | It is a platform for students to express their feelings about school life and their lives. It helps to promote the mental health of students. |
| Implementation of blended learning | After we have regular production of learning videos from the campus TV, blended learning will be introduced to the teachers and students. All the learning content will be uploaded to the video management system. The implementation plan will be coordinated by this QEF Project Committee and the e-learning team of our school.<br><br>Please refers to Appendix 2 | About 20 lessons per year | Responsible by this QEF Project Committee, the e-learning team and experienced teachers. | Self-directed learning will be initiated among the students. They will learn according to their own pace.                                     |

b. Teacher training, if applicable

| Activity name             | Content<br><i>(Including the topics, implementation strategies/modes, target beneficiaries, selection criteria, etc.)</i>  | Number of sessions and duration   | Hired personnel<br><i>(Including the roles, qualifications and experiences required of the speaker(s)/ instructor(s), etc.)</i> | Expected learning outcomes   |
|---------------------------|--|---|---|--|
| Teacher Training Workshop | <p><u>For Campus TV station:</u><br/>Introduce the TV station equipment, the operation and skill of various equipment, the cooperation of TV station sound and picture, shooting skills and location, the use of shooting effects (such as fade function and additional subtitles), shooting large hall events and on-site Live operation, etc</p> <p>The campus TV team will receive the on-site training who will be later on responsible for leading the students' team for TV filming, production and broadcasting. (The team include four teachers and one technician)<br/>After the team had gained the experience of the operation of the TV station, an operational handbook and video will be produced.</p> <p>Also, further on-line and off-line</p> | <p>For Campus TV Station:<br/>Total 6 hours<br/>3 sessions<br/>Each session has 2 hours</p> | Trainers with a university degree or equivalent and who have at least three years of knowledge and experience in this area.     | Teachers and technicians can realise the operation and process of the campus TV station and hall projection system and skills of various equipment |

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|  | <p>staff training courses will be arranged by the campus TV team in the staff development day to let all the teaching staffs (~60 teachers) have some fundamental idea of how to operate the TV Station.</p> <p><u>For Hall Projection System</u><br/>Operation of newly purchased items and usage in event activities<br/>The campus TV team will receive the on-site training first. An operational handbook and video will be prepared as on-line training courses for all the teaching staffs (~60 teachers)</p> <p><u>For CMS training - Panopto (proposed)</u><br/>1. Administrator Training (4 teachers and 1 technician from the committee on QEF and 8 teachers from the committee on E-learning)</p> <ul style="list-style-type: none"> <li>▪ Overview of how recordings move through the Panopto system</li> <li>▪ Tour of the Video Library</li> <li>▪ Creating folders and subfolders</li> <li>▪ Sharing folders and videos</li> <li>▪ User roles</li> <li>▪ Folder, session, and user analytics in Panopto</li> <li>▪ Usage reports</li> <li>▪ Sitewide settings that control sharing and downloading</li> <li>▪ Questions</li> </ul> <p><u>Overview of how recordings 2. Creator Training and advanced creator training (~60 teaching staffs)</u></p> <ul style="list-style-type: none"> <li>▪ move through the Panopto system</li> <li>▪ Using the Create Button and how to download the recorder</li> <li>▪ How to make a recording with video, audio, powerpoint, and screen capture</li> <li>▪ Embedding Panopto videos in other platforms</li> <li>▪ Uploading existing videos to another platform</li> </ul> | <p>For Hall Projection System:<br/>Total 3 hours<br/>3 session<br/>1 hours each</p> <p>Total 3 hours<br/>1 hour each</p> <p>2 sessions<br/>1 hour each</p> | <p>Trainers with a university degree or equivalent and who have at least three years of knowledge and experience in this area.</p> <p>Conducted by the service provider (Free of charge by the service provider)</p> <p>Conducted by the service provider (Free of charge by the service provider)</p> | <p>Teachers and technicians can realise the operation and process of the campus TV station and hall projection system and skills of various equipment</p> <p>The members of the committees can effectively manage the system to facilitate the implementation of the project.</p> <p>Teachers can create online learning course for their students to use in different circumstances.</p> |
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|  | <ul style="list-style-type: none"> <li>▪ How folders and videos are shared with your class in Panopto</li> <li>▪ Student recording and Assignment Folders</li> <li>▪ Viewer features including search, notes, variable speed playback</li> <li>▪ Overview of the basic video editor and how to add a quiz to your video</li> <li>▪ How to view analytics and statistics within Panopto</li> <li>▪ Questions</li> </ul> <p><u>For blended learning</u><br/>The committee on QEF (four teachers) will incorporate with the committee on E-learning (eight teachers) to initiate the implementation of blended learning in the selected subjects. The first year of the trial of blended learning will start from the English, Mathematics and Science subject.</p> <ol style="list-style-type: none"> <li>1. Studying the theoretical background of blended learning. (2 hours)</li> <li>2. Intensive training of how to use the CMS to construct the infrastructure of adaptive learning and adaptive assessment. (2 hours)</li> <li>3. The incorporation of the data collected from the adaptive assessment for the planning of implementing flipped classroom and individual rotation in the lessons. (4 hours)</li> </ol> | 8 sessions for 1 hour each | The teacher that initiate the project plan will be responsible for introducing the curriculum design and pedagogies to the two committees.<br>(Conducted by the QEF committee and other school teachers) | A primitive rundown of the pedagogies can be set up, which can then further development as an exemplary which can introduce to the other teaching staffs. |
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c. Equipment (including the installation of new fixtures or facilities), if applicable

|     | Details of equipment to be procured                        | Contribution to the fulfilment of the project aim(s) and if applicable, the expected utilisation rate   |
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| 1   | 4K (Ultra HD) Memory Card Camcorder with Memory Card – CTV | <p>Aims:<br/>The teacher uses it as filming, recording and the development of teaching materials.</p> <p>Create an atmosphere of independent learning at school campus and home</p> <p>Allow students to learn independently in each subject</p> <p>Carry out relevant learning and teaching activities</p> <p>Broadcast school activities online for stakeholders.</p> <p>Expected Utilisation Rate<br/>Around 3-4 times per month</p> |
| 2   | Tripod And Dolly For Camcorder – CTV                       |   |
| 3   | 4K Audio & Video Live Switcher – CTV                       |   |
| 4   | Recording Device – CTV                                     |   |
| 5   | Full HD LED Preview Monitor – CTV                          |   |
| 6   | Full HD LED Floor Monitor with Trolley – CTV               |   |
| 7   | Full HD HDMI Splitter (1-in-4-out) – CTV                   |   |
| 8   | Full HD HDMI Selector (4-in-1-out) – CTV                   |   |
| 9   | Active Speaker – CTV                                       |   |
| 10  | 16-Channel Audio Mixer – CTV                               |   |
| 11  | UHF Dual Channel Wireless Microphone – CTV                 |   |
| 12  | Directional Microphone for Camcorder – CTV                 |   |
| 13  | Desktop Microphone for Director – CTV                      |   |
| 14  | Headphone for Cameraman – CTV                              |   |
| 15  | Headphone for Actor – CTV                                  |   |
| 16  | Full HD Streaming Server – CTV                             |   |
| 17  | Linear Editing Software – CTV                              |   |
| 18  | Editing PC with Monitor – CTV                              |   |
| 19  | Mini camera for outdoor usage – CTV                        |   |
| 20  | Tripod for mini camera – CTV                               |   |
| 21  | IP Full HD PTZ Dome Camera – Hall                          |   |
| 22  | IP Controller for IP Dome Camera – Hall                    |   |
| 23  | HD-SDI to HDMI Convertor – Hall                            |   |
| 24  | Full HD 4-Ch Digital Video Switcher – Hall                 |   |
| 25  | 120M HDMI Extender for Hall Input Signal – Hall            |   |
| 26  | 4K HDMI Matrix (8-in-8-out) – Hall                         |   |
| 27  | HDMI Audio De-embedder – Hall                              |   |
| 28  | HDMI Splitter (1-in-4-out) – Hall                          |   |
| 29  | Full HD Recording Device – Hall                            |   |
| 30  | 55-inch LED TV for Backstage – Hall                        |   |
| 31  | 4500 Lumens LCD Side Projector – Hall                      |   |
| 32  | Wired Control Panel for Side Projector – Hall              |   |
| 33. | Video content management system (CMS)                      |   |

d. Construction works, if applicable

|   | Details of the construction works proposed  | Contribution to the fulfilment of the project aim(s) and if applicable, the expected utilisation rate  |
|---|---|--|
| 1 | Works for Shooting Points – CTV             | <p>Aims:</p> <p>The teacher uses it as filming, recording and the development of teaching materials.</p> <p>Create an atmosphere of independent learning at the school campus and home</p> <p>Allow students to learn independently in each subject</p> <p>Carry out relevant learning and teaching activities</p> <p>The school will convert room 706 into a campus TV room. It became a vacant room when the supervisor room was moved into the school office in 2018.</p> <p>Expected Utilisation Rate<br/>Around 3-4 times per month</p> |
| 2 | Works for Decoration – CTV                  |  |
| 3 | Works for Setup and Connection – CTV        |  |
| 4 | Works for IP Full HD Dome Camera – Hall     |  |
| 5 | Works for Stage HDMI Input Terminals – Hall |  |
| 6 | Works for Side Projectors – Hall            |  |
| 7 | Works for Backstage TV – Hall               |  |
| 8 | Works for Setup and Connection – Hall       |  |
| 9 | Rental Fee for High-Level Working Platform  |  |

e. Features of the school-based curriculum to be developed, if applicable

School-based self-directed learning or blended learning offers more options for the teachers to conduct effective learning and teaching. Blended learning nurtures the learning interest of students in the subject contents. It can also improve their learning ability and establish correct values.

f. Other activities, if applicable (Please specify how they contribute to the fulfilment of the project aim(s).)

N.A

2.8 Budget

**Total Grant Sought: HK\$ \$663,200**

| Budget Categories* | Breakdown for the budget items  |               | Justifications<br><i>(Please provide justification for each budget item, including the qualifications and experiences required of the hired personnel.)</i>            |
|--------------------|---|---------------|--|
|                    | Item  | Amount (HK\$) |  |
| a. Staff           | N.A.  |               |  |
| b. Service         | Workshops for Student – CTV (x 6 hours)   | \$3,000       | After the completion of the project, the school will use various resources to support the operation of those equipment and continue to use and maintain the equipment. |
|                    | Workshops for Teacher – CTV (x 6 hours)   | \$3,000       |  |
|                    | Workshop for Teacher – Hall (x 3 hours)   | \$1,500       |  |
| c. Equipment       | 4K (Ultra HD) Memory Card Camcorder with Memory Card – CTV<br>To take video record in the CTV – 2 units                   | \$20,000      |  |
|                    | Tripod And Dolly For Camcorder – CTV<br>It is to hold the camcorder steadily of the ground and to move smoothly – 2 units | \$2,000       |  |
|                    | 4K Audio & Video Live Switcher – CTV<br>It is required to delivery the signals to different output devices. – 1 set       | \$60,000      |  |
|                    | Recording Device – CTV<br>It is to store the video produced – 1 set   | \$3,000       |  |
|                    | Full HD LED Preview Monitor – CTV<br>It helps the producers to control the flow of video production. – 1 set              | \$2,000       |  |
|                    | Full HD LED Floor Monitor with Trolley – CTV<br>It facilitates the performance of actors and announcers – 1 set           | \$4,500       |  |
|                    | Full HD HDMI Splitter (1-in-4-out) – CTV<br>It is required to delivery the signals to different output devices. – 1 set   | \$1,000       |  |
|                    | Full HD HDMI Selector (4-in-1-out) – CTV<br>It is required to delivery the signals to different output devices. – 1 set   | \$1,000       |  |
|                    | Active Speaker – CTV<br>It helps the producers to monitor the sound recording quality                                     | \$1,500       |  |

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| from the video production – 1 pairs  |          |  |   |
| 16-Channel Audio Mixer – CTV<br>It helps to edit the audio tracks of the video – 1 set                                 | \$5,500  |  |   |
| UHF Dual Channel Wireless Microphone – CTV<br>It is used to record the audio – 2 sets                                  | \$3,000  |  |   |
| Directional Microphone for Camcorder – CTV<br>It is used to record the audio –2 sets                                   | \$2,000  |  |   |
| Desktop Microphone for Director – CTV<br>It helps the director to communicate during video production – 1 set          | \$2,000  |  |   |
| Headphone for Cameraman – CTV<br>It helps the crews to communicate during video production –2 sets                     | \$384    |  |   |
| Headphone for Actor – CTV<br>It helps the crews to communicate during video production – 4 sets                        | \$300    |  |   |
| Full HD Streaming Server – CTV<br>It is for live-broadcasting. 1 set   | \$25,000 |  |   |
| Linear Editing Software – CTV<br>It is for video editing - 1 set   | \$5,000  |  |   |
| Editing PC with Monitor – CTV<br>It is for video editing - 1 set   | \$30,000 |  |   |
| Mini camera for outdoor usage – CTV<br>It is for outdoor video recording – 2 sets                                      | \$6,000  |  |   |
| Tripod for mini camera – CTV<br>It is for outdoor video recording – 2 sets   | \$1,000  |  |   |
| IP Full HD PTZ Dome Camera – Hall (x 2)<br>To take video record for live-broadcast                                     | \$50,000 |  |   |
| IP Controller for IP Dome Camera – Hall<br>To take video record for live-broadcast                                     | \$13,500 |  |   |
| HD-SDI to HDMI Convertor – Hall (x 2)<br>It is required for merging the old and the new equipment in the hall - 2 sets | \$4,000  |  |   |
|  |          |  | The equipment in the hall is necessary for us to accomplish our project plans successfully. It serves for live broadcast and video record of all learning activities which are held in the hall. All these resources will then be stored in the CMS for |

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| Full HD 4-Ch Digital Video Switcher – Hall<br>It is required to deliver the signals to different output devices – 1 set   | \$10,000  | <p>the future access of students and parents. (Stakeholders can assess to the live broadcast activities through electronic communication devices, e.g. iPhone. There will be more than 1000 persons will get benefit from these settings.)</p> <p>The equipment in the hall will be used for at least 70 times per year. The activities we are planned to have live-broadcast and video record include:</p> <p>F.1 Orientation days – 1 time<br/> Thanksgiving Mass – 3 times<br/> Students’ Election Forum – 2 times<br/> Days of other learning activities – 10 times (Talks and activities)<br/> Speech day – 1 time<br/> Religious Fortnight – 1 time<br/> Academic quiz – 1 time<br/> Cross-curriculum project guiding and tutorial sessions – 6 times<br/> Cross-curriculum project oral presentation -1 time<br/> Talks of morning assembly 10 times<br/> Careers talks – 10 times<br/> Live performance of English drama and Chinese drama team – 2-times<br/> Interclass competition of English drama – 5 times<br/> Stream activities – 4 times<br/> Extra lessons from different subjects – 12 times</p> |
| 120M HDMI Extender for Hall Input Signal – Hall (x 7)<br>It is required to deliver the signals to different output devices – 1 set  | \$12,600  |   |
| 4K HDMI Matrix (8-in-8-out) – Hall<br>It is required to deliver the signals to different output devices – 1 set   | \$13,000  |   |
| HDMI Audio De-embedder – Hall<br>It is required to deliver the signals to different output devices – 1 set  | \$1,500   |   |
| HDMI Splitter (1-in-4-out) – Hall<br>It is required to deliver the signals to different output devices – 1 set  | \$1,000   |   |
| Full HD Recording Device – Hall<br>It is required to store the video fo live-broadcast – 1 set  | \$3,000   |   |
| 55-inch LED TV for Backstage – Hall<br>It is required for backstage to work effectively with the live-broadcasting team. – 1 set  | \$7,000   |   |
| 4500 Lumens LCD Side Projector – Hall (x 2)<br>The audience in the hall needs the side projectors to watch the live broadcast. The side projectors will show the video signals on the walls, and it will not affect the talks or activities taken place on the stage.<br>It is required to deliver the signals to different output devices – 2 sets | \$14,000  |   |
| Wired Control Panel for Side Projector – Hall (x 2)<br>It is required to deliver the signals to different output devices – 2 sets   | \$5,000   |   |
| Video content management system (CMS) (1 year for 900 students) and Adaptive learning software  | \$100,000 |   |

|                                   |  |                  |  |
|-----------------------------------|--|------------------|--|
| d. Works                          | Works for Shooting Points - CTV  | \$20,000         | The relevant projects will help to develop and promote self-directed learning and enhance the effectiveness of learning and teaching. It also helps to showcase students' works. |
|                                   | Works for Decoration – CTV<br>1. Dismantle and disposal fee for fixtures, \$7,000<br>2. Works for acoustic boards, \$20,000<br>3. Shooting Lights, \$12,000<br>4. Vinyl cushion floor carpet, \$15,000<br>5. Studio Chromakey Curtain with rail, \$11,000<br>6. Control table, \$3,000<br>7. Power socket, \$4,800<br>8. Lan port, \$3,000<br>9. Construct control room and studio, \$18,000<br>10. On-air box, \$3,000<br>Others, \$3,200 | \$100,000        |  |
|                                   | Works for Setup and Connection - CTV   | \$12,000         |  |
|                                   | Works for IP Full HD Dome Cameras – Hall<br>1. Mounting kit for dome camera, \$6,000<br>2. Signal & control cable wiring works, \$31,000<br>3. Power socket, \$3,000   | \$40,000         |  |
|                                   | Works for Stage HDMI Input Terminals – Hall  | \$8,000          |  |
|                                   | Works for Side Projectors - Hall   | \$12,000         |  |
|                                   | Works for Backstage TV - Hall  | \$4,500          |  |
|                                   | Works for Setup and Connection - Hall  | \$6,000          |  |
|                                   | Rental Fee for High Level Working Platform   | \$5,000          |  |
|                                   |  |                  |  |
| e. General expenses               | Audit Fee  | \$5,000          |  |
|                                   |  |                  |  |
|                                   |  |                  |  |
| f. Contingency                    | Contingency Fee for Works  | \$20750          | (d x 10%)  |
|                                   | Contingency Fee for Equipments   | \$12666          | (C x 3%)   |
|                                   |  |                  |  |
| <b>Total Grant Sought (HK\$):</b> |  | <b>\$663,200</b> |  |

- (i) Applicants should refer to the QEF Pricing Standards in completing the above table. All staff recruitment and procurement of goods and services should be carried out on an open, fair and competitive basis. Budget categories not applicable to this application can be deleted.
- (ii) For applications involving school improvement works, a contingency provision of not more than 10% for carrying out works is considered acceptable.
- (iii) For projects lasting for more than one year, a contingency provision of not more than 3% of the total budget exclusive of staff cost and works expenditure (including the related contingency provision), if any, is considered acceptable.

### 3. Expected Project Outcomes

|     |  |  |
|-----|--|--|
| 3.1 | Deliverables / outcomes  | <input checked="" type="checkbox"/> Learning and teaching materials <input checked="" type="checkbox"/> Resource package<br><input checked="" type="checkbox"/> e-deliverables* ( <i>please specify</i> )<br>Learning and teaching video produced from this QEF plan.<br><input type="checkbox"/> Others ( <i>please specify</i> )<br><hr/> <i>*For e-deliverables to be hosted on HKEdCity, please liaise with HKEdCity at 2624 1000.</i> |
| 3.2 | Positive impact on quality education/ the school's development | Improve the learning and teaching ability of school teachers and cultivate students' self-learning habits.   |

#### 3.3 Evaluation

Please state the methodologies of evaluating project effectiveness and provide the success criteria.

(*Examples: lesson observation, questionnaire survey, focus group interview, pre-test/post-test*)

|  |
|--|
| <p>Observe and interview teachers' reaction to the programmes<br/>         70% of the teachers agree that the project can develop the generic skills of the students and improve the learning effectiveness of the students.<br/>         Collect student opinions through school-based questionnaires<br/>         70% of the students who have involved in the project will agree that they can learn more knowledge about programme production.<br/>         70% of the students have participated in the adaptive learning activities by using the CMS.<br/>         80% of the students agree that the learning effects have improved.<br/>         Collect the viewing record and assessment result from the CMS<br/>         70% of the students have participated in the adaptive learning activities by using the CMS.<br/>         60% of the students have shown improvement of the mastery of key concepts of selected subjects.<br/>         Lesson observation<br/>         70% of the teachers who are involved in the plan agree that the new teaching strategies can help to reduce the learning diversity among the students in the class.<br/>         Communicate with different stakeholders, including teachers, students and parents, to gather their opinions on the implementation plan</p> |
|--|

\*\*\*\*\*  
 \*\*\*\*\*

**For applications with grant sought exceeding \$200,000, please complete Parts 3.4 and 3.5.**

#### 3.4 Sustainability of the project

|   |
|---|
| <p>After the completion of the programme, the school will continue to provide training to students regularly to make sure the student team's operations to be sustainable.</p> <p>The school will be responsible for the maintenance and warranty or additional costs of the relevant equipment so as to continue to make good use of equipment for teaching and learning activities.</p> |
|---|



### 3.5 Dissemination

Please provide a dissemination plan for sharing the good value of the project with the school sector.

*(Examples: dissemination seminar, learning circle)*

Large banners are hanged around the campus to enable the community to know about the establishment of the relevant system by the Quality Education Fund sponsored schools.

The school news and school website report on the latest developments in school activities, which will provide parents and teachers with the necessary information, student training, and programme production to enhance student viewing and click-through rates.

Actively participate in the publicity and promotion activities of the Education Bureau; and introduce the plans to apply for the Quality Education Fund to other schools and share our experiences with other schools.

## 4. **Declaration**

1. We confirm that the copyrights of the deliverables/materials should be vested with the QEF. Any reproduction, adaptation, distribution, dissemination or making available of the deliverables to the public by the service provider(s) for commercial purposes is strictly prohibited.
2. In order to ensure the openness, fairness and competitiveness of the procurement of services, we will conduct quotation/tendering in accordance with the QEF General Guidelines on Staff Administration and Procurement Matter to select the service provider(s).
3. We acknowledge the expenditure items funded by the QEF is one-off. We will bear the recurrent expenditure incurred, including maintenance costs, daily operating costs, etc. and the possible consequences that may arise.
4. We will observe all the rules and regulations on alteration to school premises (including structural alteration and conversion, change of room use, etc.) and seek approval from the respective Regional Education Office before project commencement. We will not have structural alteration and conversion of the room.
5. We acknowledge the contents, the deliverables and the products developed from all projects sponsored by the QEF, including but not limited to all texts, graphics, drawings, diagrams, photographs, audio and video recordings and compilation of data or other materials (collectively, the “Products”) are protected by intellectual property rights. Unless otherwise indicated, the Permanent Secretary for Education Incorporated is the owner of the copyright and other intellectual property rights in the Products.

**5. Assets Usage Plan**

| <b>Category<br/>(in alphabetical<br/>order)</b> | <b>Item / Description</b>                                     | <b>No. of<br/>Units</b> | <b>Total<br/>Cost</b> | <b>Proposed Plan for<br/>Deployment<br/>(Note)</b>          |
|---|---|-------------------------|-----------------------|---|
| audio and video<br>equipment                    | 4K (Ultra HD)<br>Memory Card<br>Camcorder with<br>Memory Card | 2                       | \$20,000              | Continue to use in school<br>after the project has<br>ended |
|   | Tripod And Dolly<br>For Camcorder                             | 2                       | \$2,000               | Continue to use in school<br>after the project has<br>ended |
|   | 4K Audio & Video<br>Live Switcher                             | 1                       | \$60,000              | Continue to use in school<br>after the project has<br>ended |
|   | Recording Device  | 1                       | \$3,000               | Continue to use in school<br>after the project has<br>ended |
|   | Full HD LED<br>Preview Monitor                                | 1                       | \$2,000               | Continue to use in school<br>after the project has<br>ended |
|   | Full HD LED<br>Floor Monitor with<br>Trolley                  | 1                       | \$4,500               | Continue to use in school<br>after the project has<br>ended |
|   | Full HD HDMI<br>Splitter (1-in-4-<br>out)                     | 1                       | \$1,000               | Continue to use in school<br>after the project has<br>ended |
|   | Full HD HDMI<br>Selector (4-in-1-<br>out)                     | 1                       | \$1,000               | Continue to use in school<br>after the project has<br>ended |
|   | Active Speaker  | 1 pair                  | \$1500                | Continue to use in school<br>after the project has<br>ended |
|   | 16-Channel Audio<br>Mixer                                     | 1                       | \$5,500               | Continue to use in school<br>after the project has<br>ended |
|   | UHF Dual Channel<br>Wireless<br>Microphone                    | 2                       | \$3,000               | Continue to use in school<br>after the project has<br>ended |
|   | Directional<br>Microphone for<br>Camcorder                    | 2                       | \$2,000               | Continue to use in school<br>after the project has<br>ended |

|  |  |   |          |   |
|--|--|---|----------|---|
|  | Desktop Microphone for Director          | 1 | \$2,000  | Continue to use in school after the project has ended |
|  | Full HD Streaming Server                 | 1 | \$25,000 | Continue to use in school after the project has ended |
|  | Mini camera for outdoor usage            | 2 | \$6,000  | Continue to use in school after the project has ended |
|  | IP Full HD PTZ Dome Camera               | 2 | \$50,000 | Continue to use in school after the project has ended |
|  | IP Controller for IP Dome Camera         | 1 | \$13,500 | Continue to use in school after the project has ended |
|  | HD-SDI to HDMI Convertor                 | 2 | \$4,000  | Continue to use in school after the project has ended |
|  | Full HD 4-Ch Digital Video Switcher      | 1 | \$10,000 | Continue to use in school after the project has ended |
|  | 120M HDMI Extender for Hall Input Signal | 7 | \$12,600 | Continue to use in school after the project has ended |
|  | 4K HDMI Matrix (8-in-8-out)              | 1 | \$13,000 | Continue to use in school after the project has ended |
|  | HDMI Audio De-embedder                   | 1 | \$1,500  | Continue to use in school after the project has ended |
|  | HDMI Splitter (1-in-4-out)               | 1 | \$1,000  | Continue to use in school after the project has ended |
|  | Full HD Recording Device                 | 1 | \$3,000  | Continue to use in school after the project has ended |
|  | 55-inch LED TV for Backstage             | 1 | \$7,000  | Continue to use in school after the project has ended |
|  | 4500 Lumens LCD Side Projector – Hall    | 2 | \$14,000 | Continue to use in school after the project has ended |

|                    |  |   |          |   |
|--------------------|--|---|----------|---|
|                    | Wired Control Panel for Side Projector | 2 | \$5,000  | Continue to use in school after the project has ended |
| book & VCD         |  |   |          |   |
| computer hardware  | Editing PC with Monitor                | 1 | \$30,000 | Continue to use in school after the project has ended |
| computer software  | Linear Editing Software                | 1 | \$5,000  | Continue to use in school after the project has ended |
| musical instrument |  |   |          |   |
| office equipment   |  |   |          |   |
| office furniture   |  |   |          |   |
| sports equipment   |  |   |          |   |
| Others             |  |   |          |   |

*Note: for use by school / organization / in other projects (please provide details of the department / centre to which the asset will be deployed and the planned usage of the asset in activities upon project completion).*

*If there is no asset costing \$1,000 or above in the project, please state that it is not applicable (N/A) at present.*

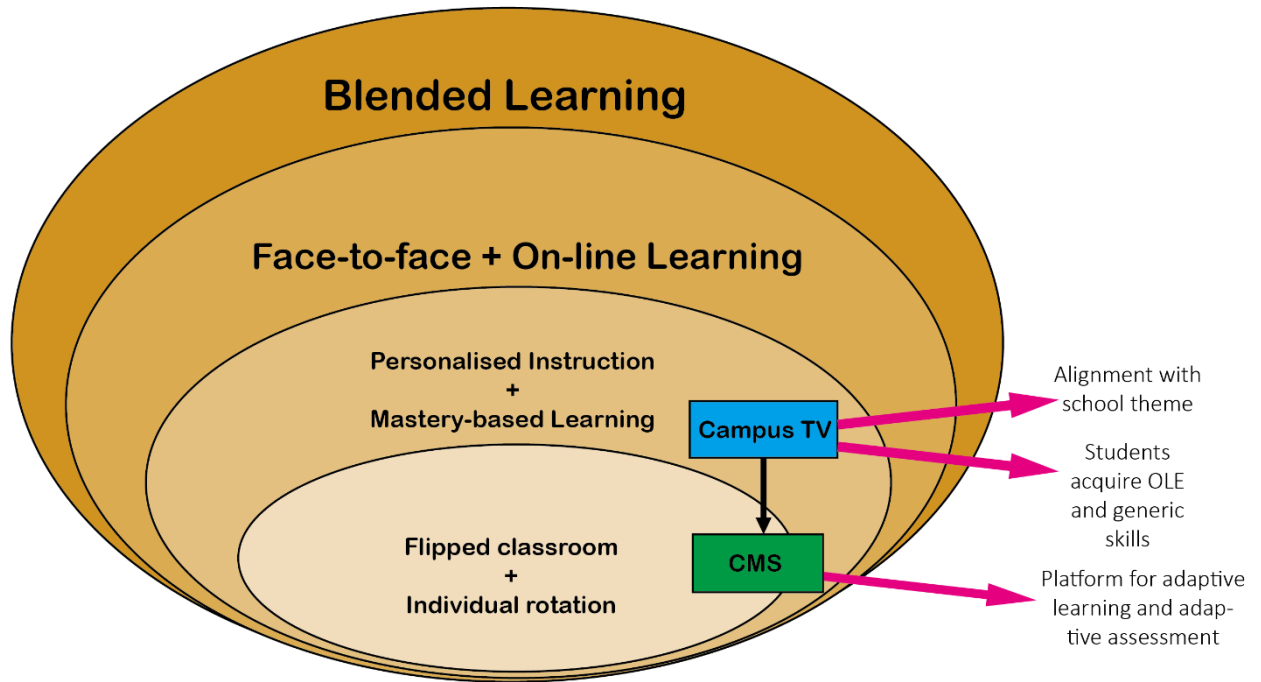
## **6. Report Submission Schedule**

Our school will submit proper reports to the Quality Education Fund Secretariat in strict accordance with the report submission schedule below:

| <b>Project Management</b>                  |                        | <b>Financial Management</b>                         |                        |
|--|------------------------|---|------------------------|
| <b>Report Type and Covering Period</b>     | <b>Report Due Date</b> | <b>Report Type and Covering Period</b>              | <b>Report Due Date</b> |
| Progress Report<br>01/09/2020 - 28/02/2021 | 31/3/2021              | Interim Financial Report<br>01/09/2020 - 28/02/2021 | 31/3/2021              |
| Progress Report<br>01/03/2021 - 31/08/2021 | 30/9/2021              | Interim Financial Report<br>01/03/2021 - 31/08/2021 | 30/9/2021              |
| Final Report<br>01/09/2020 - 30/09/2021    | 31/12/2021             | Final Financial Report<br>01/09/2021 - 30/09/2021   | 31/12/2021             |

## Appendix 1:

### Theoretical background and conceptual framework of our QEF proposal



Blended learning is an instructional methodology that leverages technology to provide a more personalised approach to learning, giving students control over time, place, path and pace of their learning.

#### The definition

The definition of blended learning is that it is a formal education program in which the students learn in part through online learning, and partly in a face-to-face instruction in a school setting.

#### The personalised instruction and mastery-based learning

One of our school core concerns is to strengthen the positive learning environment as there is vast learning diversity among the students in our school. The one-size-fits-all approach of traditional teaching and learning environment cannot meet the learning needs of individual students. Therefore, the incorporation of personalised instruction and mastery-based learning may become a possible solution.

Personalised instruction and mastery-based learning are both sides of a coin. Personalised instruction also allows teachers to focus their class time on those students who have encountered an obstacle. It allows the teacher to spend less time with those students who are achieving mastery and are ready to move on. These approaches make the most efficient use of teachers' skills by enabling students to develop basic skills on their own and receive assistance from the teacher on the more challenging concepts.

#### The role of Campus TV

The campus TV provides a concrete infrastructure for us to produce school-based learning and teaching resources to feed into the content management system (CMS). The resources will be produced by our teaching staffs and students. The videos produced are tailor-made, which suit the learning needs of our students at most. Students will learn on-line with the familiar faces in the video. It creates a sense of belonging which encourage the students to learn at home with their own pace.

On the other hand, the production of videos will involve the use of generic skills, critical thinking skills and communication skills. It provides a great opportunity for the students to apply what they have learnt in an authentic scenario.

Also, the activities and services that can provide by Campus TV can align with the core concerns of the school development.

### The role of the content management system (CMS)

One of the core objectives of blended learning is to personalise instruction to meet the specific needs of each student. The searching of a technological tool which can provide the element of scaffolding and adaptive technology will be the key to success of our project proposal. The adaptive technologies we are aiming at include adaptive learning and adaptive assessment.

### The Pedagogies – flipped classroom and individual rotation

We have adopted the rotation model of blended learning in our project. It includes:

*Flipped Classroom:* Students receive the primary instruction (similar to the whole group instruction) in the form of online learning outside of the school day. The core lesson is provided via technology as “homework”, and then students apply the skill through assignments and projects during class time with the teacher’s support.

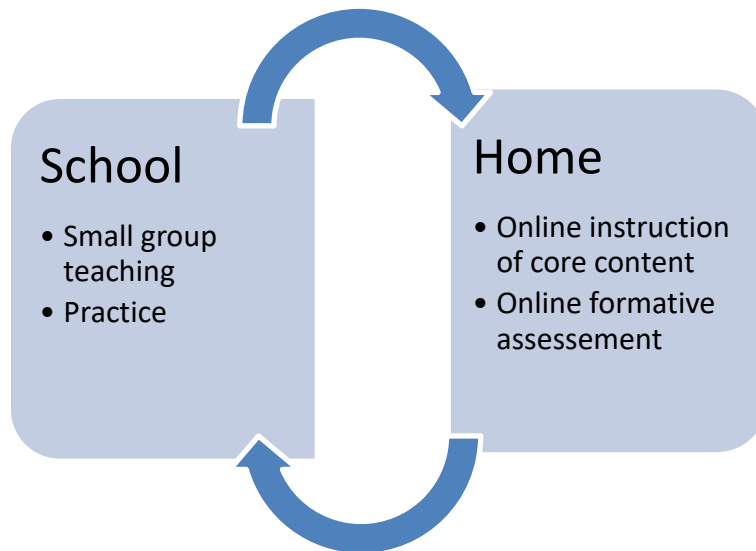
*Individual Rotation:* Students work through some or all of the classroom time on an individualised prescription determined by the teacher with the help of a data collected from the result of adaptive learning and adaptive assessment which are provided from the CMS.

## Appendix 2

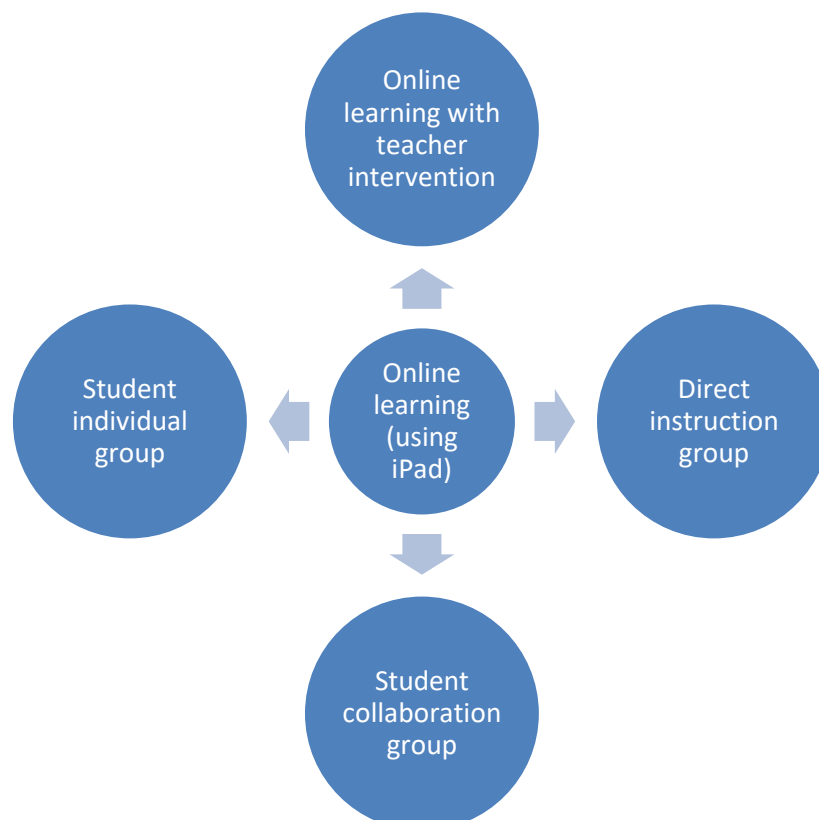
### The pedagogical approach of blended learning with examples

Our pedagogical approach of blended learning will merge these two learning models to suit the learning need and teaching conditions of our school.

#### Flipped classroom



#### Individual rotation



| Activity name   | Content<br><i>(Including the topics, implementation strategies/modes, target beneficiaries, selection criteria, etc.)</i>  | Number of sessions and duration  | Teachers' involvement and/or hired personnel<br><i>(Including the roles, qualifications and experiences required of the speaker(s)/ instructor(s), etc.)</i> | Expected learning outcomes   |
|---|--|--|--|--|
| Blending learning modified from the flipped classroom and individual rotation | <p>Blended learning in Mathematics, Chemistry and Physics</p> <ol style="list-style-type: none"> <li>1. Course framework and working guidelines of the flipped classroom will be provided for the students to follow at home.</li> <li>2. When the students have learnt the core contents through the videos at home, they will take a formative online assessment at home.</li> <li>3. During the lesson, the teacher will base on the individual learning data provided from the adaptive learning tool, assign students to the different learning group to start the individual rotation.               <ol style="list-style-type: none"> <li>(a) The online learning group (iPad will be provided) is for those students who haven't completed the learning task at home or they still have doubt about the concepts, and they want to review the videos by themselves first.</li> <li>(b) The direct instruction group will be for those students who have gotten a poor result in the formative assessment or cannot demonstrate a mastery of the contents. The teacher will offer direct teaching to this group of students to assist them in clarifying the concepts.</li> <li>(c) The individual group is for those students who have demonstrated the mastery of the concepts. They will stay in the group to do</li> </ol> </li> </ol> | <p>5 blended learning sessions to aim at five different concepts or skills.</p> <p>Total 15 blended learning sessions for 3 subjects</p> | <p>The committee on the QEF project, the committee on the E-learning team and the trained teachers in Mathematics, Chemistry and Physics.</p>                | <p>Students show a better understanding of the concepts which can be shown from the summative assessments.</p> |



|  |  |  |  |  |
|--|--|--|--|--|
|  | <p>some practice and assignment.</p> <p>(d) Student collaboration group will be opened at a later period of the learning cycle when some of the students have shown higher competency of the concepts. They will work together to try some challenging task like advanced questions or project.</p> <p>4. One blended learning cycle may last for 1-3 weeks. Students will not have a strict time limit to master the concepts and skills of the subject contents. Students can still control their pace of learning through the joining of online course and rotation in different learning group during the lessons.</p> |  |  |  |
|--|--|--|--|--|