

## **REGULATIONS FOR THE DEGREE OF MASTER OF HOUSING MANAGEMENT (MHousMan)**

*(See also General Regulations)*

Any publication based on work approved for a higher degree should contain a reference to the effect that the work was submitted to the University of Hong Kong for the award of the degree.

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### **Admission requirements**

- 1 To be eligible for admission to the courses leading to the degree of Master of Housing Management a candidate
- (a) shall comply with the General Regulations; and
  - (b) shall hold
    - (i) a Bachelor's degree with honours of this University; or
    - (ii) a qualification of equivalent standard of this University or another university or comparable institution accepted for this purpose; or
    - (iii) a Certificate in Housing Management or a Diploma in Housing Management or Professional Diploma in Housing Management awarded by the School of Professional and Continuing Education (formerly known as Department of Extra-Mural Studies) and have at least five years' work experience in the housing field; or
    - (iv) the MCIH or MHKIH professional designation and have at least five years' work experience in the housing field (at least two of which must be post-qualification).

For those applicants of the professional stream, they should be currently working in the housing field.

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### **Qualifying examination**

- 2 Applicants seeking entry to the courses leading to the degree of Master of Housing Management under the provisions of 1(b) (iii) and (iv) above, if selected by the Admissions Committee, shall not be offered admission until they have satisfied the examiners in a qualifying examination to test their academic ability to follow the courses of study prescribed. The qualifying examination shall consist of one or more written papers and shall be set prior to the final selection of candidates for admission into the degree programme.
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### **Professional experience**

- 3 Candidates applying under the provisions of 1(b)(i) or (ii) should note that whilst professional experience in the housing field is not a requirement for admission, it will nevertheless be an advantage.
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### **Award of degree**

- 4 To be eligible for the award of the degree of Master of Housing Management a candidate
- (a) shall comply with the General Regulations; and
  - (b) shall complete the curriculum and satisfy the examiners in accordance with the regulations set out below.
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### **Length of curriculum**

- 5 The curriculum shall extend over two and a half academic years of part-time study, with a minimum of 300 hours of prescribed work and shall include written examinations.

**Completion of curriculum**

- 6 To complete the curriculum, a candidate
- (a) shall follow courses of instruction and complete satisfactorily all prescribed written work and field work;
  - (b) shall complete and present a satisfactory dissertation on a subject within his approved field of study; and
  - (c) shall satisfy the examiners in all prescribed courses and in any prescribed form of examination.
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**Title of dissertation**

7 The title of the dissertation shall be submitted for approval by not later than March 31 of the final academic year in which the teaching programme ends and the dissertation shall be presented by a date as prescribed in the syllabuses; the candidate shall submit a statement that the dissertation represents his own work undertaken after registration as a candidate for the degree.

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**Examinations**

8 An assessment of the candidate's coursework during his studies, including completion of written assignments and participation in field work may be taken into account in determining the candidate's result in each written examination paper; or, where so prescribed in the syllabuses, may constitute the examination of one or more courses.

9 A candidate who has failed to satisfy the examiners at his first attempt in not more than half of the number of courses to be examined, whether by means of written examination papers or coursework assessment, during any of the academic years of study, may be permitted

- (a) to present himself for re-examination in the course or courses of failure, with or without repeating any part of the curriculum; or
- (b) to repeat a year of the curriculum and present himself for examination in the courses prescribed for the repeated year.

10 A candidate who has failed to present a satisfactory dissertation may be permitted to submit a new or revised dissertation within a specified period.

11 A candidate who has failed to satisfy the examiners in any prescribed field work or practical work may be permitted to present himself for re-examination in field work or practical work within a specified period.

12 A candidate who is unable because of his illness to be present for one or more papers in any written examination may apply for permission to present himself at a supplementary examination to be held before the beginning of the following academic year. Any such application shall be made on the form prescribed within two weeks of the first day of the candidate's absence from the examination.

13 A candidate who

- (a) is not permitted to present himself for re-examination in any written paper or any course examined by means of coursework assessment, or in field work in which he has failed to satisfy the examiners and is not permitted to repeat a year of the curriculum under Regulation 9; or
- (b) has failed to satisfy the examiners in any written paper or any course examined by means of coursework assessment, or field work or practical work at a second attempt; or
- (c) is not permitted to submit a new or revised dissertation; or
- (d) has failed to submit a satisfactory new or revised dissertation under the provision of Regulation 10 may be required to discontinue his studies.

### **Examination results**

- 14 A list of candidates who have successfully completed all the degree requirements and are to be awarded the Master of Housing Management shall be published. Candidates who have shown exceptional merit at the whole examination may be awarded a mark of distinction, and his mark shall be recorded in the candidates' degree diplomas.
15. Candidates who present themselves for re-examination in any subject shall not be eligible for the award of more than a pass mark in that subject.

## **SYLLABUSES FOR THE DEGREE OF MASTER OF HOUSING MANAGEMENT (ACADEMIC STREAM)**

### **1. AIMS AND OBJECTIVES OF THE PROGRAMME**

The master's degree is an interdisciplinary program designed not only to upgrade the training and skills of public and private sector professionals already working in housing but also to provide a firm intellectual foundation for those wishing to specialize in the housing area at postgraduate level. It is anticipated that the former target group would already have obtained professional recognition through the Diploma in Housing Management offered by the School of Professional and Continuing Education. The latter group, entering the program having completed a first degree, are provided with a 'make-up' package, successful completion of which results in recognition by the Chartered Institute of Housing and Hong Kong Institute of Housing.

The objectives of the course are fivefold: First, it elucidates and analyses the contexts of housing, both nationally and globally, and in terms of political, economic and social developments. Second, it provides a critical evaluation of international housing systems. Third, it provides a deeper level of knowledge and understanding of some selected urban and housing issues such as housing finance, property development and urban management models. Fourth, it equips students with useful techniques and skills in the analysis of urban and housing issues. Fifth, it enables students to specialize in some aspects of housing by taking optional courses and completing a dissertation on an approved topic of his own choice.

### **2. COURSE STRUCTURE**

The programme will be offered on a part-time basis and will be of two and a half years' duration. Each year of the programme will comprise four taught courses. Certain existing courses offered by other programmes will be used in whole or in part where the content is appropriate but a number of compulsory courses will be specifically mounted for the new programme. Courses will be supplemented by local, and possibly overseas, fieldwork.

The first year of the program aims to deepen and widen students' understanding of housing policy and management issues, and to prepare them for the dissertation project. The specific objectives are to enable students to: a) develop a critical understanding of the policy context of housing issues including a comparative dimension; b) be conversant with the major management concepts pertinent to housing management; and c) apply basic research methods in housing analysis.

The second year of the program aims to deepen students' insight into the theoretical aspects of housing and urban issues. The specific objectives are to enable students to: a) develop critical understanding of housing and urban issues from the economic and sociological perspectives; and b) specialize in two housing-related areas as selected from the optional courses on offer.

All students will be required to complete and present a satisfactory dissertation on an approved topic which will form part of the overall assessment of the programme. Work on this dissertation will commence at the end of the first year of study with a submission deadline in December 31 following the final examination in the second year of study. Students will be assigned to supervisors drawn from the teachers contributing to the programme.

### 3. SYLLABUSES

#### *Year One Studies*

During the first year of study students are required to take the following compulsory courses:

- MHMP6701. Management theories and techniques in housing
- MHMP7006. Research methods
- MHMP7007. International housing policies and practices

Students are also required to take *one* optional course from a list of those on offer. This list may vary from year to year. Initially, these courses may include the following:

- URBP6002. Urban development theories
- URBP6904. Housing, planning and sustainability

Each course will extend over one semester of study (i.e. 12 weeks) and will be examinable through written papers, or through coursework assessment, or through a combination of both. Syllabuses are as follows:

#### **MHMP6701. Management theories and techniques in housing**

The course has the following objectives: to promote a basic understanding of the principles and techniques of management within organizations among the programme participants; to make participants aware of the state-of-art management practices and emerging approaches in management; to develop participants' ability in analysing factors affecting the efficiency and effectiveness of organizations in achieving their goals; and to equip participants with analysis and decision making tools commonly used in management.

#### **MHMP7006. Research methods**

The objectives of the course are to explore practical issues in applied social research and a number of techniques of statistical data analysis. The materials covered in this module is designed to prepare students for dissertation and to provide them a solid foundation in statistical analysis, including issues in problem formulation, measurement and sampling, validity, reliability, analysis of available data, report preparation, descriptive statistics, measures of central tendency and variability, the normal curve, and decision making.

**MHMP7007. International housing policies and practices**

This course aims to compare housing policies and practices at an international scale and to explore global housing issues. It examines and compares the evolution of housing policies in different housing systems, the modes of intervention in the housing markets, the roles of the public and private sectors in housing provision, housing finance systems, and the relationships between housing standards and societal conditions. Prevailing global trends and issues in housing are also examined.

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**Optional Courses**

Students are required to take *one* of the following optional courses. The list of optional courses available may change from year to year. Syllabuses are as follows:

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**URBP6002. Urban development theories**

This course reviews the theoretical frameworks for the understanding of urban development processes. It analyses the economic, spatial and socio-political dimensions of urban activities. The dynamics of urbanization in the global production system, the relations between capital accumulation and the urban development, place marketing and the rise of the creative cities will be discussed.

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**URBP6904. Housing, planning and sustainability**

This course aims to provide an integrative and in-depth understanding of Hong Kong's housing system and its relationships with urban planning and the concepts of sustainable development. It discusses the theoretical and practical aspects of housing, making special reference to their relationships with urban planning and sustainable development. Major topics include the housing system concepts, the political economy of housing policies, land use planning and housing affordability, principals of residential planning, housing policy analyses, housing market analyses, and the application of the sustainable development perspective to housing analyses.

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**Field Trips**

Student will be required to participate in local field trips and will have the opportunity to participate in an optional foreign field trip to study housing policy and management in a neighbouring Asian country which may be organized from time to time.

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*Year Two Studies*

During the second year of study students are required to take the following compulsory courses:

- MHMP6702 Sociology of housing
- MHMP6858. Housing economics

Students are also required to take *two* optional courses from a list of those on offer. This list may vary from year to year. Initially, these courses may include the following:

- MHMP6704. Housing maintenance and management
- SOWK6016. Comparative social administration
- SOWK6074. Counselling skills for human resource management
- SOWK6076. Evaluation of social services
- SOWK6082. Information and communication technology in human services
- SOWK6134. Current social policy issues
- SOWK6135. Public affairs and moral controversies

URBP6131.	Transport policy and planning
URBP6905.	Globalization and urban and regional development in China

Each course will extend over one semester of study (i.e. 12 weeks) and will be examinable through written papers, or through coursework assessment, or through a combination of both. Syllabuses are as below:

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### **Compulsory Courses**

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#### **MHMP6702. Sociology of housing**

This course provides a review and critical assessment of various sociological perspectives on housing in contemporary urban societies. Drawing upon theoretical developments in this area the course explores problems of housing provision and allocation in relation to changing political, economic and social circumstances in the cities of the industrialized and developing nations.

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#### **MHMP6858. Housing economics**

This course provides a basic introduction to economics and the application of economic concepts in the analysis of housing issues. The course also deals with the principles of cost-benefit analysis and economic evaluation in general and in the housing context. Other topics covered include land policy and economics, cycles in housing activity, the financing of housing development and privatization. The course also introduces the functions, principles and methods of valuation.

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#### **MHMP6866. Dissertation**

Each student is required to produce a dissertation on a topic approved by the Academic Committee. The submission date for the dissertation shall be December 31 following the final examination in the second year of study. The dissertation should be of between 15,000-20,000 words in length. Each student is assigned a dissertation supervisor from among the teachers contributing to the programme.

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### **Field Trips**

Students are required to participate in local field trips which will be organized during the course of the academic year to supplement the material presented in the courses and seminars.

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### **Optional Courses**

Students are required to take *two* of the following optional courses. The list of optional courses available may change from year to year. Syllabuses are as follows:

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#### **MHMP6704. Housing maintenance and management**

This course is composed of two parts. The first part discusses topics related to building technology and maintenance. These topics include building structures and materials, maintenance and repair of building fabrics, internal finishes and services, external works, types and components of survey reports, the effect of environment on the performance and maintenance of materials and assemblies and legislation on maintenance. The second part covers maintenance policies, planned maintenance, repair or replacement, rehabilitation, maintenance and facilities management, maintenance standards, programming, implementation, and organization of maintenance.

**SOWK6016. Comparative social administration**

The course is designed to introduce the comparative study of social policy in selected countries in the world, and to examine the provision of social development programmes and social services for analysis and evaluation in cross-country case studies.

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**SOWK6074. Counselling skills for human resource management**

This course is designed to train the students in (1) the basic knowledge in employee counselling theories; (2) the practical skills in solution-focused employee counselling. At the end of this course, the students will learn the basics in assessment and treatment approaches in some common personal or work-related problems among employees in local context.

The course will focus on skill development and practical learning through small group teaching, behavioural rehearsal, role-play, case studies, and small group exercise. It will cover various counselling situations at the workplace. Topics to be covered will include: human need and motivation; attitude, cognition, and behaviour; the process of change; people and environment; preparing for the counselling interview; understanding the problem and the need of the staff, effective listening and probing skills; goal setting for counselling; handling resistance; solution-focused intervention strategies; performance management counselling; career development counselling; conflict management counselling; change management counselling; and making referrals to professionals.

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**SOWK6076. Evaluation of social services**

This course will introduce students to a variety of approaches used to evaluate social services. Students will learn how evaluation techniques can help social service personnel respond to the growing demand for accountability, given that appropriate measures have been taken to collect and analyze data in order to inform decision making. These techniques include: evaluability assessment, designing goals and objectives, choosing an evaluation approach and developing process and outcome measures. Through the course materials, students come to understand the necessity of grounding evaluation approaches within an organization context and the practical issues that arise while implementing an evaluation and using evaluation results.

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**SOWK6082. Information and communication technology in human services**

This course is designed to introduce students to the utilization of information and communication technology in human service settings. The major areas are (a) a review of the trends in the human service agencies' use of information and communication technology; (b) an exploration of software frequently used in the human services; and (c) the ethics of IT usage in the human services.

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**SOWK6134. Current social policy issues**

This course will examine the issues of current social policy including privatization of welfare services, the impact of ideology of welfare on welfare development, the issue of equity and equality in welfare provision, community care and service needs of the migrant population. Different theories of welfare will be discussed in relation to local welfare issues.

**SOWK6135. Public affairs and moral controversies**

The course is intended to enhance students' knowledge of public affairs in Hong Kong, equip them with the ability to critically evaluate social issues from both ethical and social perspectives, and help them develop presentation and argumentation skills in open debates. Methods of teaching include lectures, video-shows, group discussions and debates. Local material will be used and an understanding of Chinese is needed. It is hoped that students taking the course will acquire the ability to make informed evaluations about moral controversies in Hong Kong and knowledge of some philosophical principles that can be used as analytical tools. Topics include: should euthanasia for the terminally ill be legalized? Should homosexual couples have the legal right to marry? Should pornography be censored?

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**URBP6131. Transport policy and planning**

This course focuses on key issues in transport policy and the implementation of transport plans and programmes. It examines the role of private and public modes within the overall urban transport system as well as pedestrian movement planning, airport development and seaport development. The course uses examples drawn from various countries to evaluate the appropriateness and effectiveness of alternative policies and implementation mechanisms.

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**URBP6905. Globalization and urban and regional development in China**

This course examines the processes of globalization and studies its implications for urban and regional development in China. It studies the general concepts of urban development and the historical legacy constraining the urban development in China. With China's accession to WTO membership, special emphasis is placed on the interactions between the transnational corporations (TNCs) and the different level of the state and local governments. Regional dynamics will be examined in the context of global competitiveness.

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**SYLLABUSES FOR THE DEGREE OF  
MASTER OF HOUSING MANAGEMENT  
(PROFESSIONAL STREAM)**

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**1. AIMS AND OBJECTIVES OF THE PROGRAMME**

The program aims to provide high quality professional education to practitioners in the field. Graduates of the program will be (i) proficient in the theory and practice of housing locally and internationally; (ii) conversant with the skills and knowledge of housing management practice in Hong Kong which are generally applicable to China and elsewhere; and (iii) well equipped to analyse contemporary and future housing issues independently and critically.

In accordance with the above aims, the Program intends to achieve the following objectives: (i) to elucidate and analyse housing issues in local, national and global contexts, and in terms of political, economic and social developments; (ii) to equip students with the necessary knowledge and skills required of a professional housing manager in Hong Kong; (iii) to enable students to meet the challenges of the rapidly changing housing system of Hong Kong; (iv) to enable students to have a firm grasp of housing policy and property management issues in China; (v) to equip students with useful techniques and skills in the analysis of urban and housing issues; and (vi) to enable students to specialize in some aspects of housing by taking optional courses and completing a research project of their own choice.



## 2. COURSE STRUCTURE

The first year of the program aims to provide students a firm conceptual and empirical foundation in housing management and to prepare them for the dissertation project. The specific objectives are to enable students to develop a critical understanding of: a) the policy context of housing issues including a comparative dimension; b) the major management concepts pertinent to housing management; c) the essentials of housing management practices including the legal basis and communication skills; and d) the basic research methods.

The second year of the program aims to equip students with the technical knowledge and skills necessary for housing management, and to deepen their insights into the theoretical aspects of housing and urban issues. The specific objectives are to enable students to be conversant with: a) the technicalities and management of building services and maintenance; b) essential accounting and marketing skills; c) laws applicable to property management; and d) to develop critical understanding of housing and urban issues from the economic perspective, and other urban or social theoretical perspectives.

As students come from a diverse academic background, and their work requirements may also differ, some flexibility in the curriculum is allowed. Apart from the compulsory courses, students will take one optional paper chosen from a wide range of electives pending on their background and interests.

All students will be required to complete and present a satisfactory dissertation on an approved topic which will form part of the overall assessment of the programme. Work on this dissertation will commence at the end of the first year of study with a submission deadline in December 31 following the final examination in the second year of study. Students will be assigned to supervisors drawn from the teachers contributing to the programme.

## 3. SYLLABUSES

### *Year One Studies*

During the first year of study students are required to take the following compulsory courses:

MHMP6701.	Management theories and techniques in housing
MHMP7001.	Practices of housing management
MHMP7004.	The principles of law and land law
MHMP7006.	Research methods
MHMP7007.	International housing policies and practices
URBP6904.	Housing, planning and sustainability

Each course will extend over one semester of study (i.e. 12 weeks) and will be examinable through written papers, or through coursework assessment, or through a combination of both. Syllabuses are as follows:

### **Compulsory Courses**

#### **MHMP6701. Management theories and techniques in housing**

The course has the following objectives: to promote a basic understanding of the principles and techniques of management within organizations among the programme participants; to make participants aware of the state-of-art management practices and the emerging approaches in management; to develop participants' ability in analysing factors affecting the efficiency and effectiveness of organizations in achieving their goals; and to equip participants with analysis and decision making tools commonly used in management.

**MHMP7001. Practices of housing management**

This course covers the major concepts and practices of housing management in Hong Kong. It is designed to deepen students' knowledge of and interest in housing management in both the public and private sector. It examines the concepts, development, legal context, major tasks, and current issues of housing management. The management of other types of properties will also be introduced.

It is expected that students who are already working in the housing field would make use of their working experience to critically evaluate the management issues discussed in the course. The current trend of privatization and corporatization taking place in the public sector will also be canvassed.

A workshop on communication skills in housing management is included in this course. The skills will facilitate the handling of residents and concern groups, the holding of meetings and interviews, handling of crisis situations, and etc. The workshop is non-examinable but attendance is compulsory as experiential learning methods are used.

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**MHMP7004. The principles of law and land law**

This is a foundation course in legal studies. The course is intended to provide students with the basic knowledge of the concepts of law, the legal system of Hong Kong, and laws and torts related to housing management.

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**MHMP7006. Research methods**

The objectives of the course are to explore practical issues in applied social research and a number of techniques of statistical data analysis. The materials covered in this module is designed to prepare students for dissertation and to provide them a solid foundation in statistical analysis, including issues in problem formulation, measurement and sampling, validity, reliability, analysis of available data, report preparation, descriptive statistics, measures of central tendency and variability, the normal curve, and decision making.

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**MHMP7007. International housing policies and practices**

This course aims to compare housing policies and practices at an international scale and to explore global housing issues. It examines and compares the evolution of housing policies in different housing systems, the modes of intervention in the housing markets, the roles of the public and private sectors in housing provision, housing finance systems, and the relationships between housing standards and societal conditions. Prevailing global trends and issues in housing are also examined.

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**URBP6904. Housing , planning and sustainability**

This course aims to provide an integrative and in-depth understanding of Hong Kong's housing system and its relationships with urban planning and the concepts of sustainable development. It discusses the theoretical and practical aspects of housing, making special reference to their relationships with urban planning and sustainable development. Major topics include the housing system concepts, the political economy of housing policies, land use planning and housing affordability, principals of residential planning, housing policy analyses, housing market analyses, and the application of the sustainable development perspective to housing analyses.

## Field Trips

Students will be required to participate in local field trips and will have the opportunity to participate in an optional foreign field trip to study housing policy and management in a neighbouring Asian country which may be organized from time to time.

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## Year Two Studies

During the second year of study students are required to take the following compulsory courses:

MHMP6704.	Housing maintenance and management
MHMP6858.	Housing economics
MHMP7003.	Business management: accounting and marketing
MHMP7005.	Building services
MHMP8001.	Property laws

Students are also required to take *one* optional course from a list of those on offer. This list may vary from year to year. Initially, these courses may include the following:

MHMP6702.	Sociology of housing
SOWK6074.	Counselling skills for human resource management
SOWK6082.	Information and communication technology in human services
SOWK6134.	Current social policy issues
URBP6002.	Urban development theories
URBP6131.	Transport policy and planning
URBP6905.	Globalization and urban and regional development in China

Each course will extend over one semester of study (i.e. 12 weeks) and will be examinable through written papers, or through coursework assessment, or through a combination of both. Syllabuses are as below:

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## Compulsory Courses

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### **MHMP6704. Housing maintenance and management**

This course is composed of two parts. The first part discusses topics related to building technology and maintenance. These topics include building structures and materials, maintenance and repair of building fabrics, internal finishes and services, external works, types and components of survey reports, the effect of environment on the performance and maintenance of materials and assemblies and legislation on maintenance. The second part covers maintenance policies, planned maintenance, repair or replacement, rehabilitation, maintenance and facilities management, maintenance standards, programming, implementation, and organization of maintenance.

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### **MHMP6858. Housing economics**

This course provides a basic introduction to economics and the application of economic concepts in the analysis of housing issues. The course also deals with the principles of cost-benefit analysis and economic evaluation in general and in the housing context. Other topics covered include land policy and economics, cycles in housing activity, the financing of housing development and privatization. The course also introduces the functions, principles and methods of valuation.

**MHMP6866. Dissertation**

Each student is required to produce a dissertation on a topic approved by the Academic Committee. The submission date for the dissertation shall be December 31 following the final examination in the second year of study. The dissertation should be of between 15,000-20,000 words in length. Each student is assigned a dissertation supervisor from among the teachers contributing to the programme.

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**MHMP7003. Business management: accounting and marketing**

The management of residential properties and the associated community facilities is a form of business management, and it involves financial planning and control, and the marketing techniques. This paper covers the fundamental concepts and techniques in accounting and marketing, and is intended to equip students with the necessary knowledge and skills in these two areas.

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**MHMP7005. Building services**

This course introduces concepts and practices on building services. It covers the five major building and utilities services in Hong Kong. These major services include plumbing and drainage, fire, electrical, air conditioning and utilities services. The course will introduce knowledge on the various systems, regulations and standard requirements for different building services.

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**MHMP8001. Property laws**

This course examines laws and ordinances related to housing management. It aims to provide students with a good understanding of the common law of landlord and tenants, the Landlord and Tenant (Consolidation) Ordinance, Building Management Ordinance and Road Traffic Regulations.

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**Field Trips**

Students are required to participate in local field trips which will be organized during the course of the academic year to supplement the material presented in the courses.

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**Optional Courses**

Students are required to take *one* of the following optional courses. The list of optional courses available may change from year to year. Syllabuses are as follows:

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**MHMP6702. Sociology of housing**

This course provides a review and critical assessment of various sociological perspectives on housing in contemporary urban societies. Drawing upon theoretical developments in this area the course explores problems of housing provision and allocation in relation to changing political, economic and social circumstances in the cities of the industrialized and developing nations.

**SOWK6074. Counselling skills for human resource management**

This course is designed to train the students in (1) the basic knowledge in employee counselling theories; (2) the practical skills in solution-focused employee counselling. At the end of this course, the students will learn the basics in assessment and treatment approaches in some common personal or work-related problems among employees in local context.

The course will focus on skill development and practical learning through small group teaching, behavioural rehearsal, role-play, case studies, and small group exercise. It will cover various counselling situations at the workplace. Topics to be covered will include: human need and motivation; attitude, cognition, and behaviour; the process of change; people and environment; preparing for the counselling interview; understanding the problem and the need of the staff, effective listening and probing skills; goal setting for counselling; handling resistance; solution-focused intervention strategies; performance management counselling; career development counselling; conflict management counselling; change management counselling; and making referrals to professionals.

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**SOWK6082. Information and communication technology in human services**

This course is designed to introduce students to the utilization of information and communication technology in human service settings. The major areas are (a) a review of the trends in the human service agencies' use of information and communication technology; (b) an exploration of software frequently used in the human services; and (c) the ethics of IT usage in the human services.

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**SOWK6134. Current social policy issues**

This course will examine the issues of current social policy including privatization of welfare services, the impact of ideology of welfare on welfare development, the issue of equity and equality in welfare provision, community care and service needs of the migrant population. Different theories of welfare will be discussed in relation to local welfare issues.

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**URBP6002. Urban development theories**

This course reviews the theoretical frameworks for the understanding of urban development processes. It analyses the economic, spatial and socio-political dimensions of urban activities. The dynamics of urbanization in the global production system, the relations between capital accumulation and the urban development, place marketing and the rise of the creative cities will be discussed.

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**URBP6131. Transport policy and planning**

This course focuses on key issues in transport policy and the implementation of transport plans and programmes. It examines the role of private and public modes within the overall urban transport system as well as pedestrian movement planning, airport development and seaport development. The course uses examples drawn from various countries to evaluate the appropriateness and effectiveness of alternative policies and implementation mechanisms.

**URBP6905. Globalization and urban and regional development in China**

This course examines the processes of globalization and studies its implications for urban and regional development in China. It studies the general concepts of urban development and the historical legacy constraining the urban development in China. With China's accession to WTO membership, special emphasis is placed on the interactions between the transnational corporations (TNCs) and the different level of the state and local governments. Regional dynamics will be examined in the context of global competitiveness.

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**4. EXEMPTION**

Exemption will only be considered in special circumstances and normally no more than two courses can be exempted. Students receiving exemption would be required to do replacement courses chosen from the optional courses. Each application for exemption will be considered on its own merit.