

Interview Tips

How do you make yourself stand out?

- Personal Information
Name, Age, Living Place, Primary School and Family
- Hobbies
What? Who? Where? Why? How long? How often?
- Favourite Subject
Why?
- Favourite Book
What is the book about? Who is the author? Why do you like this book?
- Favourite Sport
What? Who? Where? Why? How long? How often?
- Strength
- Awards / Achievements
What was the most memorable award / achievement? Why?
- Extra-Curricular Activities
- Dream
- Reason for Your Application

面試禮儀

First impression is extremely important. The interviewer(s) has probably interviewed hundreds of students. You **MUST** leave a good impression!!!

1. Dress and appearance
 - Dress neatly. No sandals and nothing too over the top.
 - Polish your shoes.
 - Hair and nails.
 - Clean glasses.
2. Eye contact
 - Look at the people you are talking to. Try not to talk at your notes too much.
 - Don't look at the ceiling, floor and walls. Don't stare!!
 - When other people are talking, pay attention and don't do your own things.
3. Posture and gesture
 - Sit up straight!!!
 - Hands on the table or your lap.
 - Don't fidget!!!
 - When you are talking, especially in group discussion, try to use your hands and make gestures. But not too much!!!
4. Voice
 - Loud and clear. But don't yell!!!
 - Pay attention to your tone, especially when you are reading aloud or reading a story.
5. Be confident
 - You have prepared well for the interview. There is no need to stress. Be confident!!!

Reading Aloud 朗讀文章

Tips on Reading Aloud

1. Read smoothly
2. Read at a moderate pace
3. Pause at meaningful breaks within sentences or paragraph.
 - Pause at all commas, full stops and when there is a natural pause in conversation or speech.

Examples:

1. Saturday is our day to clean, but Grandpa turns work into fun. We dance when we...
2. “No way! If I help a fat man like you, I will also fall and be eaten by the bear,” said the skinny traveller...

4. Read clearly and accurately
 - Interviewers consider the voice quality of what they hear and NOT just the content. When you are reading, they are alert to both intonation 腔調 and voice quality.
5. Get to understand the passage
 - There might be a Teacher-Student interaction session afterwards, so, not only should you focus on the vocabularies, but also the content.
6. Read with expression
 - You may have to vary your tone in order to catch the attention of audiences. A monotone is hard to listen to.

Examples:

How do you read the following sentences?

1. “They damage my home! I feel very angry!”
2. “Help! Help! The wolf is coming!”
3. “I’m worried about my father. He is still in hospital.”

7. Attempt to read every word
 - You are not having classes, so the interviewers will not teach you the word that you do not know. Try your best to read every single word. You may have a chance to get it right.

Reading Exercises

The Park

Rachel likes to go to the park with her mom. She likes to play at the park with her friends.

Today when Rachel goes to the park, she looks around and becomes very sad.

“What is wrong, Rachel?” Mom asks.

“There is so much trash on the ground,” Rachel says. “It seems like each day, I see more trash here.”

Rachel and her mom look around. There are old boxes on the ground. There are popped balloons on the ground. There are old cans, too.

“You are right,” Mom says. “The park is very dirty.” “What can we do?” Rachel asks.

“I am sure you will think of something.” Mom says.

Rachel and her mom go home. Rachel paints a picture of a park. She uses blue, green, brown and yellow paint.

PLEASE KEEP OUR PARK CLEAN, she writes in big letters on top of her picture.

“Let’s go back to the park, Mom,” Rachel says.

“Sure,” Mom says.

Describing Pictures 看圖描述

看圖描述備忘

有同學喜歡於看圖描述中加入一些個人創作，例如替圖中人物起名稱，甚至替他們編排了故事，這是未必可取的做法。

因為「看圖描述」的重點在於描述，你於圖中看到甚麼，便說甚麼，盡量只形容圖中所見的。當然，圖畫提供的資訊未必全面，適量的創意還是可以接受，例如：圖中看到人頭湧湧的沙灘，你可依常理推斷，當日天氣炎熱，很多市民湧到沙灘享受陽光與海灘；又或者於圖中看到一個小朋友的生日派對，桌上放滿杯子，你還是有理由相信那都是裝滿汽水或果汁，而不是清水或紅酒。

至於一些要求同學創作結局的四格漫畫，大家則可以在合情理的情況下，隨心創作。

Tips on Describing Pictures

1. Observe carefully

Look at the pictures / details carefully. Don't be confused by the characters' relationship or activities in the pictures. Pay attention to the quantities of different items.

2. Main items

- Characters
- Settings
- Activities
- Feelings / Emotions

3. Highlight the theme

There could be a lot of things happening in the pictures. Concentrate on the main characters / activities.

4. Be precise

You don't need to use extremely difficult vocabularies. Simple and effective words are good. Use about 2-3 sentences to describe each part.

Useful Phrases

This picture / photo shows...	This is a picture / photo of...
There is / There are...	In the picture / photo, we can see...
The... is / are... (+ing)	I think they are... (+ing)

Useful Prepositions

In the upper left corner	At the top	In the upper right corner
On the left	In the centre	On the right

In the lower left corner

At the bottom

In the right corner

Example

This picture shows **a birthday party**. There are a lot of **guests**. In the upper left corner, there are two boys playing the **trampoline**. They **are playing happily**.

In the upper right corner, there are another two boys playing the **twister game**. It looks exciting.

In the centre of the picture, we can see the birthday boy **blowing the candle on the cake**. His friends are **clapping hands and taking photographs** for him.

On the table next to it, there are **some refreshments for the guests**, for example, sandwiches, cookies, chocolate, candies and fresh juice. A few guests **are enjoying the snacks**.

On the right hand side, a little boy **is crying**. Perhaps he cannot win any prize in the party, so he feels unhappy. His parents **are comforting** him.

Although there is a little boy crying, I think most of the people **are having fun** in the birthday party.

Individual Presentation 個人短講

Tips on Individual Presentation

1. Make good use of your preparation time

2. Generate points for the topic

Think about the main points you want to make.

3. Prepare the structure of the presentation

Organize the main points and present in a coherent and logical way.

4. Keep to the time allowed

Time management is very important in a presentation. If the time allowed is 3 minutes, try to make a speech of around 2 and a half minutes. It is better to under-run than over-run.

5. Interact with audience

You are speaking to the audience, so try to look at the audience or teachers as much as possible.

How do you generate more ideas?

(6W) = (What, When, Where, Why, Which, Wow)

Brain-storm with these words. It allows you to generate more questions and ideas.

Example

Topic: My favourite sport

1. What is your favourite sport?
2. Why do you like this sport?
3. How long have you been playing this sport?
4. How well do you play this sport?
5. How often do you play this sport?
6. What are the advantages of playing basketball?

1) My favourite sport is basketball. 2) It looks so cool on TV that I was crazy about those basketball stars since I was little. 3) I have been playing basketball for 4 years and 4) I am in the school team. 5) I need to practice in school twice a week.

6) Basketball trains quick reaction and decision. When a chance comes, it may disappear in the next second.

6) Furthermore, basketball is a sport more than just exercising. It is a game of team work. No one can

play by himself. A team should work together, so I have learnt to cooperate with others in this game. I should understand what my teammates are doing and what they need. On the other hand, I should learn to show my teammates my need. At the same time, I need to keep an eye on the whole game, knowing what the situation of our team is and that of the other team. It involved cooperation and strategy.

Exercise

Use “6W” to brainstorm some ideas for the given topics!

Topic	6W	Ideas
Interesting places in Hong Kong	<ul style="list-style-type: none"> ● What are the interesting places in Hong Kong? ● What is so interesting about the places? ● Who will go to the places? 	<ul style="list-style-type: none"> ● Ocean Park ● The biggest theme park in Hong Kong ● Ocean theatre / cable car / roller coaster ● Foreign visitors / families
My school life	<ul style="list-style-type: none"> ● Which school do you go to? ● What facilities does your school have? ● What do you usually do during recess? ● Do you like the teachers? Why? ● What is favourite subject? Why? 	

Topics

1. My school life	2. My favourite subject	3. My favourite teacher
4. My favourite book	5. My family	6. My favourite animal
7. Internet	8. Facebook	9. Healthy diet
10. Chinese New Year	11. Christmas	12. Summer holiday
13. Interesting places in Hong Kong	14. Library	15. How to be a good student?
16. Can we buy happiness?	17. How can we learn better?	18. The biggest problem in the world

很多時候面試員會問一些時事題目，同學需於平日多加留意新聞。但大家面對這些問題時，不需要擔心會“答錯”問題，因為這類型的問題主要是想看看同學能否獨立思考及其表達技巧是否有條理。

時事題目注意事項

一般而言，面試老師不會要求同學深入探討時事問題，但即使對該問題毫無頭緒，一言不發，甚至只拋下一句：“唔知道。” 同學需保持冷靜，並於回答時注意以下兩項：

- 1) 表明立場，別舉棋不定或自相矛盾；並
- 2) 加以說明，詳細解釋你的個人意見，如果能夠給予事實或數據支持你的意見更佳。

表明立場

這是非常重要的這一點：同學需要清晰表明自己的立場，讓老師清楚你的想法。

個人意見

同學可從幾方面探討問題，以不同角度觀看事件，時事新聞大致上可影響社會三大範疇：

經濟	文化	民生
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經濟 - 為社會帶來的財政影響

文化 - 包括教育、藝術、市民體儀及社會風氣

民生 - 對普羅大眾日常生活影響

無論遇到任何時事討論，均可從以上三方面思考，嘗試最少以一方面作中心，便可以更有方向去思索事件帶來的影響。

臨場應變

當你對題目完全沒有半點頭緒，怎麼辦？

先別緊張，在面試中出現極度艱深問題的機會甚微，但亦有機會是面試老師突擊考驗你的應對。如果你對該問題全無認識，千萬別胡亂作答，或目瞪口呆，甚至帶著慌張的語氣回答：“我唔清楚”

假若同學不幸地對該時事新聞完全沒有認識，同學不妨大方承認，需知道世界上沒有人是能夠精通所有方面的知識，不懂回答問題並不是甚麼大錯。

反之，同學可表現自己積極求學的態度，主動向面試員請教：“對不起 / 不好意思，我對此問題並不熟悉，請問你可否告訴我多一點有關的東西嗎？”

密切留意新聞

建議同學養成每天閱讀新聞的習慣，並以多角度思考，分析時事。這樣除了有助應對面試中的時事題目，更重要的是同學能更緊貼國際及本地大事，了解自己社會，從而能培訓獨立思考，對日後學習有莫大益處。

面試備忘：如何應對突發情況？

面試過程氣氛嚴肅，各位同學可能會有 { 一步一驚心 } 的感覺。在如何緊張的氣氛下，如發生一些突發情況，我們應如何應對？

！未知答案

承上課題，如果老師問及一些關於時事新聞的問題，而你又剛巧對該事件不熟識，那怎麼辦呢？

不妨大方承認對該議題不熟識，但也可展示出自己具好奇心及勇於嘗試的精神，懇請老師向你講解一下事情的始末，並以理性角度分析事件。

！突然詞窮

有時候同學偶爾可能忘記了一些英文詞語，以致未能表達其意思，說到一半便停了下來。嘗試以最簡單，最直接的生字和句子，以另一種方式表達，務求令老師明白你的想法。

！不知所措

過往曾有學校問一些頗為 { 古怪 } 而且有可能令人 { 尷尬 } 的問題，比如：〔 為什麼你這麼矮小？ 〕、〔 你有否談戀愛？ 〕或〔 你的父母有幫你溫書的問題嗎？ 〕等問題。

不要被這些問題嚇怕，並鎮靜一點回答老師的問題，並詳述不因。老師問這些問題一般都不是著重答案內容，反而是你的臨場反應，考驗同學面對突如其來的問題冒時，能否招待所得住。

小組討論

小組討論一般由 4 至 6 名同學參與，試前老師會派發題目給各同學，然後給予大家 1 至 3 分鐘的時間準備。

多數學校均禁止同學於準備時間用筆記錄，敬請同學注意每間學校的守則。

“Learn how to interact well with group.”

小組討論注意事項 Tips on Group Discussion

不要誤以為小組中的其他同學就一定是你的敵人！其實只要好好掌握討論當中的流程，與組員的互動，大家亦很有機會取得雙贏局面，雙雙獲得目標學府的人場卷。

1. 善用準備時間 **Make good use of your preparation time**

試前請小心審核題目，避免討論途中離題；確定立場，準備自己的論點。

2. 帶動討論氣氛 **Give and encourage feedback**

對沉默之考生，宜用發問，助其參與討論。

3. 多說話 不等於 高分數 **Do not dominate the discussion**

小組討論並不是個人演說，別誤以為多發言便等如出色的表現，所以謹記切勿過份集中發言。大家應盡量均等參與討論。

4. 聆聽發言；補充己見 **Elaborate the suggestions or ideas**

同學有機會遇到以下情況：原先想好的論點，給其他同學搶先發表；或者已沒有其他意見，未知如何繼續討論。事實上，同學即使缺乏建議亦能繼續參與，首先留心聆聽其他組員的意見，並表示贊同或舉出例子加以詳述 (elaborate)。於小組討論中，為其他組員的論點作補充也是奪取高分數的重要一環。

5. 討論不等於辯論 **Argument: Exchange of ignorance, Discussion: Exchange of knowledge**

大家意見不同時，千萬不要爭吵，務求戰勝對方。相反，可從不同角度思考，並理性討論，以尋求共識。

6. 留意用詞 **Mind your words**

討論中避免說粗鄙的字眼；亦盡量避免加入其他語言。

7. 總結討論結果 **Summarize the opinions and draw conclusion**

建議同學於討論結束約 20-30 秒總結討論。