

# Library and Information Studies

## 圖書館及資訊科學

### Executive Certificate in Knowledge Management

Programme Code: EP046A

Application Code: 2175-EP046A



☎ 3762 0051

✉ infolis@hkuspace.hku.hk

The programme is suited to prepare professionals or administrators who have to take their leadership in preparing and continuing the implementation of Knowledge Management in the areas of organising and improving knowledge capturing, creation, application and sharing in their organisations. Various aspects of knowledge management as well as the application of technology in this field will be covered. Participants will experience the use of tools in knowledge management, such as After Action Review, Action Learning and Knowledge Creation. Current practices of various KM Models will be discussed. Case studies will be used and examples of local organisations will be shared.

**R** Applicants should hold:  
(a) A bachelor's degree awarded by a recognized university or equivalent; or  
(b) An associate degree/a higher diploma or equivalent, and have at least 2 years of work experience; or  
(c) Relevant professional qualifications.  
Applicants with other equivalent qualifications and relevant work experience will be considered on their individual merit.

**\$** HK\$10,000

**D** 4 months

English, supplemented with Cantonese

### Executive Certificate in Records Management

Programme Code: EP045A

Application Code: 2245-EP045A

☎ 2587 3223

✉ stephanie.ny.leung@hkuspace.hku.hk

Records are an essential tool and valuable resources for good business and efficient administration.

**R** Applicants should hold:  
- a bachelors degree; or  
- an associate degree/higher diploma or equivalent, with at least 2 years of work experience  
Applicants with other equivalent qualifications and relevant work experience will be considered on individual merits.

**\$** HK\$11,000

**D** 6 months

English

## Molecular Genomics

### 分子基因學

#### Advanced Workshop on Genomic Testing and Genetic Counselling for Hereditary Cancers

Programme Code: GESC9034

Application Code: 1885-1739NW

☎ 2975 5697

✉ winnie.choi@hkuspace.hku.hk

The course aims to provide extensive knowledge in genetic alternations and clinical management of hereditary cancers, molecular technologies of genomic tests and principles in genetic counselling.

**\$** HK\$6,000

**D** 4 weeks

#### Executive Workshop on Molecular Diagnosis in Clinical Laboratory

Programme Code: LMLS9016

Application Code: 2170-1186NW

☎ 2975 5697

✉ winnie.sww.choi@hkuspace.hku.hk

Molecular diagnostics have wide and rapidly growing applications in almost all disciplines of Medical Laboratory Science.

This workshop is a comprehensive course covering fundamental and recent advances in molecular techniques and their applications in clinical laboratories. It is intended for Associate Medical Laboratory Technologists, Medical Technologists or health care professionals to gain a strong foundation on this rapidly developing science.

**\$** HK\$6,900

**D** 2 months

## Statistics

### 統計學

#### Questionnaire Design and Data Analysis

Programme Code: GESC9018

Application Code: 2170-1184NW

☎ 2975 5697

✉ winnie.sww.choi@hkuspace.hku.hk

This course is designed to provide basic knowledge on the design of questionnaire and the commonly used statistical techniques for analysis of survey data and should be useful for those who employ questionnaire survey as a research methodology.

**\$** HK\$4,200

**D** 10 weeks

Cantonese, suppl with English

#### Introduction to Statistics

Programme Code: GESC9008

Application Code: 2250-1053NW

☎ 2975 5697

✉ winnie.sww.choi@hkuspace.hku.hk

This course is designed to provide elementary concepts on probability, interval estimation and hypothesis testing and should be useful for those who wish to acquire basic statistical techniques for application in science and business and for those preparing for various examinations.

**\$** HK\$3,300

**D** 8 weeks

English

#### Data Presentation and Statistical Analysis

Programme Code: GESC9003

Application Code: 2255-1005NW

☎ 2975 5697

✉ winnie.sww.choi@hkuspace.hku.hk

This course is designed to provide hands-on-training on how data presentation and statistical analysis can be conducted using computer software, e.g. SPSS.

**\$** HK\$3,500

**D** 6 weeks

English

See legend on page 031 圖像說明於第031頁

**R** Minimum Entry Requirements 基本入學要求 (P.017)

**\$** Fee 學費

**D** Duration 修業期

Medium of Instruction 教學語言

**Q** Qualifications Framework 資歷架構

**E** Exemption 豁免

**S** Short Course 短期課程

For more and latest programme information, please visit our website  
有關最新課程資訊及詳情，請瀏覽學院網站 [hkuspace.hku.hk](http://hkuspace.hku.hk)