



香港資優教育學苑

The Hong Kong Academy for Gifted Education

香港特別行政區政府教育局資助

Subvented by the Education Bureau, the Government of the HKSAR

S2GAP002W

[\(Token- required\)](#)

[**Gifted Programme**]

HKGAP6 Enrichment:

Introduction to Business Etiquette

Fionz Chan Communications



Application Deadline
15 July 2024 12:00 noon

Result Release
16 July 2024

Intended Learning Outcomes

Upon completion of the gifted programme, gifted students should be able to:

1. Demonstrate confidence in professional settings
2. Present a suitable personal and professional image
3. Build positive and respectful relationships with other students, judges, academia, and other business professionals

◆ Gifted Programme Introduction

Effective business etiquette is a crucial skill set explored in this comprehensive course, which covers the etiquette and protocol expected across a variety of professional settings. Participants will learn to present themselves with confidence and poise, improving their social and communication skills for professional settings.

◆ Schedule

Session	Date	Time	Venue (TBC)
1	25 Jul 2024 (Thu)	02:00 p.m. – 05:00 p.m.	HKAGE
2	12 Aug 2024 (Mon)	02:00 p.m. – 05:00 p.m.	

◆ Suitable for

- S1 to S6 HKAGE student members in 2024/25 school year
- Class size: 20
- Student members would be selected randomly by the computer system. The decision of HKAGE on the result of the selection should be final.

◆ Pre-requisite

No special prerequisites are needed

◆ Medium of Instruction

Cantonese with English Handouts

◆ Certificate

E-Certificate will be awarded to gifted students who have:

- attended all sessions (50%); and
- completed all the assignments with satisfactory performance(50%)