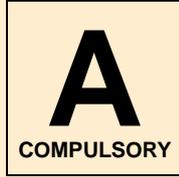




2016/17-ME  
ENG LANG

PAPER 3  
PART A



HOK YAU CLUB  
HONG KONG MOCK EXAMINATION 2016/17

# ENGLISH LANGUAGE PAPER 3

## PART A

### Question-Answer Book

#### GENERAL INSTRUCTIONS

- (1) There are two parts (A and B) in this paper. All candidates should attempt **ALL** tasks in Part A. In Part B, you should attempt either Part B1 (easier section) OR Part B2 (more difficult section). Candidates attempting Parts A and B2 will be able to attain the full range of levels, while Level 4 will be the highest level attainable for candidates attempting Parts A and B1.
- (2) Write your Candidate Number and stick barcode labels in the spaces provided on the appropriate pages of Part A Question-Answer Book and both Part B Question-Answer Books.
- (3) Write your answers clearly and neatly in the spaces provided in the Question-Answer Books. Answers written in the margins will not be marked. You are advised to use a pencil for Part A.
- (4) All listening materials will be played **ONCE** only.
- (5) Supplementary answer sheets will be supplied on request. Write your Candidate Number, mark the question number box and stick a barcode label on each sheet and fasten them with string **INSIDE** the Question-Answer Book.
- (6) The rough-work sheets provided are for you to take notes. They will be collected separately and will not be marked.
- (7) No extra time will be given to candidates for sticking on the barcode labels or filling in the question number boxes after the 'Time is up' announcement.
- (8) The two Question-Answer Books attempted by candidates (one for Part A and one for Part B) will be collected together at the end of the examination. Fasten the two Question-Answer Books together with the green tag provided.
- (9) The other unused Question-Answer Book for Part B will not be collected separately at the end of the examination. This will not be marked. Do not write any answers in it.

Please stick the barcode label here.

Candidate Number																			
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**Part A****Situation**

You are Mary Wong, a Form Six student. Two of your friends, Lucy and Freddy, who attend a different school from yours, have been taking part in the volunteer scheme at the Hong Kong Wetland Park and they have asked you to join them this Saturday. As you have been given a school assignment to complete about the World Wetland Day, you think this would be a good idea.

In Part A, you will have a total of four tasks to do. Follow the instructions in the Question-Answer Book and in the recording to complete the tasks. You will find all the information you need in the Question-Answer Book and the recording. You now have two minutes to familiarize yourself with Tasks 1-4.

Please stick the barcode label here.

**Task 1** (12 marks)

You wonder if your friends might be able to give you the information needed to complete your homework. Your teacher has given you questions that she expects you to answer for the assignment. You have met up with Lucy to talk about the volunteer scheme. You ask her what she knows about this year's World Wetland Day. Listen to your conversation with Lucy and fill in the note page below.

You will have 30 seconds to study the task. At the end of the task, you will have one and a half minutes to tidy up your answers.

***When is World Wetland Day?***

- (1) \_\_\_\_\_

***What does it commemorate?***

- It is the anniversary of the signing of (2) \_\_\_\_\_

***What is the theme of World Wetland Day?***

- Upstream - (3) \_\_\_\_\_

***What does World Wetland Day aim to promote?***

- Understanding of how(4) \_\_\_\_\_
- (5) \_\_\_\_\_ of water basins

***What is a river basin?***

- (6) \_\_\_\_\_

***Give 4 examples of ways to save water.***

- i) Don't (7) \_\_\_\_\_
- ii) Don't (8) \_\_\_\_\_
- iii) Take (9) \_\_\_\_\_
- iv) (10) \_\_\_\_\_

***Name 2 activities that have a negative impact on our rivers.***

- i) (11) \_\_\_\_\_
- ii) (12) \_\_\_\_\_

Answers written in the margins will not be marked.

Answers written in the margins will not be marked.

Answers written in the margins will not be marked.

**END OF TASK 1**

Go on to the next page 

**Task 2** (17 marks)

Freddy has now joined you and Lucy and the three of you start to talk about why Lucy and Freddy first started to volunteer at the Wetland Park. You are planning to invite another friend to accompany you on Saturday, so you take some notes about the interesting points of being a volunteer to share with him.

You have 30 seconds to study the note sheet below. At the end of the task, you will have one and a half minutes to tidy up your answers.

Answers written in the margins will not be marked.

<b><i>What were their reason(s) for becoming a volunteer?</i></b>	
<b><i>Lucy's reason(s)</i></b>	<b><i>Freddy's reason(s)</i></b>
<ul style="list-style-type: none"> <li>• (13) _____</li> <li>• Family members (14) _____ _____</li> <li>• Want to (15) _____ _____</li> </ul>	<ul style="list-style-type: none"> <li>• (16) _____</li> <li>• Interested (17) _____</li> <li>• To (18) _____</li> <li>• (19) _____</li> </ul>
<b><i>What qualities does a volunteer need?</i></b>	
<ul style="list-style-type: none"> <li>• (20) _____ skills</li> <li>• (21) _____</li> <li>• (22) _____</li> <li>• Sense of (23) _____</li> </ul>	
<b><i>What activities do the following groups of people enjoy at the Wetland Park?</i></b>	
<b><i>Young families</i></b>	(24) _____ (25) _____
<b><i>Retired people</i></b>	(26) _____ (27) _____
<b><i>School children</i></b>	(28) _____ (29) _____

Answers written in the margins will not be marked.

Answers written in the margins will not be marked.

**END OF TASK 2**

**Task 3** (7 marks)

Freddy and Lucy tell you about a special project that the volunteers will have the opportunity to take part in. They have a form to fill in to show their interest in taking part. Below is Lucy's form. Fill it in based on Lucy's comments.

You have 30 seconds to study the note sheet below. At the end of the task, you will have 30 seconds to tidy up your answers.

**Cooperation with Mainland Volunteer Group**

**Name:** *Lucy Chan*

**Date of commencement as volunteer at Hong Kong Wetland Park:** (30) \_\_\_\_\_

**Which of the following activities would you like to engage in? Put a cross in the relevant boxes. Circle the dates you will be available when appropriate.**

(35)

(31) Guiding mainland volunteers around HK Wetland Park   
Dates: April 11<sup>th</sup> - 12<sup>th</sup>; April 18<sup>th</sup> - 19<sup>th</sup>; May 2<sup>nd</sup> - 3<sup>rd</sup>; May 16<sup>th</sup> - 17<sup>th</sup>

(32) Acting as host family to mainland volunteers   
Dates: April 11<sup>th</sup> - 12<sup>th</sup>; April 18<sup>th</sup> - 19<sup>th</sup>; May 2<sup>nd</sup> - 3<sup>rd</sup>; May 16<sup>th</sup> - 17<sup>th</sup>

(33) Visiting site of Mainland Wetland Park   
Dates: April 25<sup>th</sup> - 26<sup>th</sup>; May 9<sup>th</sup> - 10<sup>th</sup>; May 23<sup>rd</sup> - 24<sup>th</sup>; May 30<sup>th</sup> - 31<sup>st</sup>

(34) Preparation of a volunteer information pack

**In the space below please give any suggestions that you think might encourage more people to volunteer at the Hong Kong Wetland Park.**

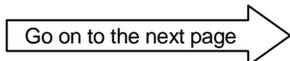
Send (36) \_\_\_\_\_  
\_\_\_\_\_ district.

Answers written in the margins will not be marked.

Answers written in the margins will not be marked.

Answers written in the margins will not be marked.

**END OF TASK 3**



**Task 4** (10 marks)

Freddy has a good idea about how to encourage more people to volunteer at the Wetland Park. He has jotted down some notes on a separate piece of paper while Lucy was talking about her form. Fill in the details based on the conversation that follows.

You have 15 seconds to study the table below. At the end of the task, you will have 30 seconds to tidy up your answers.

Answers written in the margins will not be marked.

<b>Competition</b>	
<b>Title:</b>	(37) _____
<b>Task:</b>	design the logo for (38) _____
<b>Judges:</b>	2 representatives from (39) _____
	2 representatives from (40) _____
	1 (41) _____
<b>First Prize:</b>	a Nintendo (42) _____
	a day at the Wetland park with (43) _____
<b>Runners-up Prize:</b>	a day at the (44) _____
<b>Publicity:</b>	contact (45) _____
	place (46) _____

Answers written in the margins will not be marked.

Answers written in the margins will not be marked.

**END OF TASK 4**

**End of Part A**

**Now go on to Part B**

Sources of materials used in this paper will be acknowledged in the *Question Papers and Examination Report* published by Hok Yau Club at a later stage.



2016/17-ME  
ENG LANG

PAPER 3  
PART B1

HOK YAU CLUB  
HONG KONG MOCK EXAMINATION 2016/17



## ENGLISH LANGUAGE PAPER 3

### PART B1

### DATA FILE

#### GENERAL INSTRUCTIONS

(1) Refer to the General Instructions on Page 1 of the Question-Answer Book for Part A.

#### INSTRUCTIONS FOR PART B1

- (1) The Question-Answer Book for Part B1 is inserted into this Data File.
- (2) For Part B, attempt **EITHER** those tasks in Part B1 (Tasks 5 – 7) **OR** those in Part B2 (Tasks 8 – 10).
- (3) You are advised to use a pen for Part B.
- (4) The Data Files will **NOT** be collected at the end of the examination. Do **NOT** write your answers in the Data Files.
- (5) Hand in only ONE Question-Answer Book for Part B, either B1 or B2, and tie it with the Question-Answer Book for Part A.

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Not to be taken away before the  
end of the examination session

## **Part B**

### **Situation**

You are Winnie Li, the Project Coordinator of the training of volunteers for the Mainland Wetland Park. You are helping your boss, Sammy Wong, with some paperwork concerning the training programme.

Two recordings will be played. First of all, you will hear a recording of a conversation between Sarah and Andy, two of the volunteers who visited Hong Kong; and James and Katy, two of the Hong Kong volunteers. Then you will listen to another conversation between Sarah and Andy and two other volunteers who visited Hong Kong.

Before the recording is played, you will have five minutes to study the Question-Answer Book and the Data File to familiarize yourself with the situation and the tasks.

Complete the tasks by following the instructions in the Question-Answer Book and on the recording. You will find all the information you need in the Question-Answer Book, the Data File and on the recording. As you listen you can make notes on page 3 of the Data File.

You now have five minutes to familiarize yourself with the Question-Answer Book and the Data File.

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1. Listening note-taking sheet for volunteers' feedback on activities engaged in .....	3
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4. Letter from the Volunteer Coordinator of the Hong Kong Wetland Park .....	6
5. Advertisement for direct bus to Hong Kong .....	7
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7. Letter of complaint from Mr. Chau .....	8
8. Pre-trip reminders .....	9
9. Revised pre-trip guidelines .....	9

Guided walk around wetlands

Assisting with indoor exhibits

Educational workshops

Habitat conservation

Go on to the next page 

**Listening note-taking sheet for volunteer's feedback on home stay arrangements**

Good points

Bad points

**Note from Sammy Wong to Winnie Li**

Dear Winnie,

There are two things I need you to do for me. The first is a report I need to prepare for the directors regarding the visit to the Hong Kong Wetland Park. I would be grateful if you could make some notes for me. You will find the information you need in the letter from the Volunteer Coordinator of the Hong Kong Wetland Park, and the advertisements from a bus company and a local HK hotel, which he attached.

The second task I have for you is very important and must be handled carefully. The Manager of the Hong Kong Wetland Park has forwarded a letter of complaint from one of the householders who provided accommodation for our volunteers. Apparently Michael Tin behaved very badly over the weekend. I would like you to reply to the letter acknowledging each of the points raised in the letter, and agreeing that his behaviour was unacceptable. Explain what the volunteers were told before the visit to Hong Kong. To be honest we had not told them not to get drunk as we did not think such a reminder was necessary – perhaps you can mention that we should have been more specific in our instructions. You can also outline the new plans which will be put into practice before the next visit. You will find the information in the Hong Kong Wetland Park file under the headings **Pre-trip reminders** and **Revised pre-trip guidelines**. Please inform Mr. Chau that Michael will be sending an apology and that he has been told that he will no longer be used as a volunteer. Hopefully this will encourage Mr. Chau's family to remain as hosts for future visits. Finally tell him that we are going to give him HK\$3,000 as compensation. Sign your name and write your title, the Project Coordinator, in the closing of the letter.

Thanks,  
Sammy

Go on to the next page 

**Letter from the Volunteer Coordinator of the Hong Kong Wetland Park**

Hong Kong Wetland Park

TIN SHUI WAI

Hong Kong

February 1<sup>st</sup>, 2016

Dear Mr. Wong,

Members of the staff at the Wetland Park in Hong Kong, together with our group of volunteers, are very much looking forward to the visit from your party of trainee volunteers. We are so glad you decided to avail yourself of the opportunity to train with us. I am sure you will not regret it. We have a very successful volunteer programme here, and have recently enjoyed an exchange programme with a group of students from Singapore which was a great success.

I have a few suggestions to make regarding your travel arrangements and your stay in Hong Kong. You mentioned that you were thinking of hiring a bus to transport your party. You might actually find that public transport is in fact cheaper. I know that a direct bus from your city to Sheung Shui is not expensive. From Sheung Shui you can take the 902 bus to Tin Shui Wai which only costs \$8. When you get off the bus, you can then take the LRT train to the Wetland Park, which costs \$4.

I have enclosed an advertisement from one of our local hotels, but I am sure you will agree it is rather expensive. There are of course cheaper hotels, but none of them are particularly close to the Wetland Park. I therefore suggest that you consider housing your volunteers with families in Tin Shui Wai. The volunteers would be able to have their meals with the family as well, thus saving more money. The homes would all be in Tin Shui Wai and your volunteers would only need to catch the LRT each day – a total of 4 trips there and back – to get to the Wetland Park. The home stay arrangement would seem to be a cheaper and more convenient option. We would suggest a small contribution of \$300 to each family to help meet their expenses. Please let me know if you would like me to arrange this for you.

If you have any queries about the training programme, please do not hesitate to contact me.

Yours truly,

*Billy Ko*

Billy Ko

Volunteer Coordinator

Advertisement for direct bus to Hong Kong

## *Direct Bus to Hong Kong*

Departs from Oriental Hotel hourly from 7 am to 6 pm

Drop-off points: Sheung Shui  
Shatin  
Kowloon  
Hong Kong Island

Price – HK\$60 (one way)

Express bus to Hong Kong Airport – HK\$100

Advertisement from a local hotel

## *Tin Shui Wai Hotel* *(close to Hong Kong Wetland Park)* *Special Spring Packages*

*March 1st – May 31st*

*Monday – Thursday: \$750 per room per night\**

*Friday – Sunday: \$650 per room per night\**

*\*This price does not include meals.*

Go on to the next page 

**Letter of complaint from Mr. Chau**

Maywood Court  
TIN SHUI WAI  
Hong Kong

February 14<sup>th</sup>, 2016

The Manager  
Hong Kong Wetland Park  
TIN SHUI WAI  
Hong Kong

Dear Sir,

Last weekend my family acted as hosts to one of the volunteer visitors from Mainland China. Our visitor's name was Michael Tin, and we were far from happy with his conduct. As a result, we wish to remove our name from the list of host families for future visits.

Michael was grossly disrespectful to me and my wife. We were happy to welcome him into our home and just asked him to obey a few simple rules, one of which was that he should return home by 11 pm each evening so as not to disturb our children. Instead of complying with this, he did not return until 1am and when he did, he was drunk – a very bad example for our children. This was not the only instance of his bad behaviour – his manners were dreadful at all times.

Please ensure that the people in charge of the volunteers see a copy of this letter.

Yours faithfully,  
*George Chau*  
GEORGE CHAU

## Pre-trip reminders

### *Pre-Trip Reminders*

A few things to remember:

- Obeying the house rules of the host family is very important – it is very kind of the families to agree to allow volunteers to stay and they should be shown respect.
- Good manners must be displayed at all times.
- Anybody found to have ignored these reminders will be asked to leave the volunteer programme.

## Revised pre-trip guidelines

### *New Pre-Trip Guidelines*

A note to all staff involved with the volunteer training programme: Following a complaint from one of the host families in Hong Kong, it has been decided to introduce some new measures to ensure that our volunteers are of the highest calibre and do not cause offence to the host families in the future. The new measures are outlined below:

- Each volunteer needs two personal recommendations from professionals.
- In addition to the above, volunteers still in school will need a letter of recommendation from the school Principal.
- Detailed instructions regarding what is acceptable behaviour and what is not will be provided in a pre-trip seminar which volunteers are obliged to attend.

**THIS IS THE LAST PAGE OF THE PART B1 DATA FILE**

Sources of materials used in this paper will be acknowledged in the *Question Papers and Examination Reports* published by Hok Yau Club at a later stage.



Candidate Number																			
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Please stick the barcode label here.

**HKME 2016/17  
ENGLISH LANGUAGE  
PAPER 3 PART B1  
Question-Answer Book**



**Task 5: Note** (17 marks)

Complete the note using information from your notes.

Notes		
Activity	Likes	Dislikes
Guided walk around wetlands	<ul style="list-style-type: none"> <li>● _____</li> <li>_____</li> <li>_____</li> <li>● _____</li> <li>_____</li> <li>_____</li> <li>● _____</li> <li>_____</li> <li>_____</li> </ul>	<ul style="list-style-type: none"> <li>● _____</li> <li>_____</li> <li>_____</li> <li>● _____</li> <li>_____</li> <li>_____</li> </ul>
Assisting with indoor exhibits	<ul style="list-style-type: none"> <li>● _____</li> <li>_____</li> <li>_____</li> <li>_____</li> <li>● _____</li> <li>_____</li> <li>_____</li> <li>_____</li> </ul>	<ul style="list-style-type: none"> <li>● _____</li> <li>_____</li> <li>_____</li> <li>_____</li> <li>● _____</li> <li>_____</li> <li>_____</li> <li>_____</li> </ul>

Answers written in the margins will not be marked.

Answers written in the margins will not be marked.

Answers written in the margins will not be marked.

Answers written in the margins will not be marked.

Activity	Likes	Dislikes
Educational workshops	<ul style="list-style-type: none"><li>● _____</li><li>_____</li><li>_____</li></ul>	<ul style="list-style-type: none"><li>● _____</li><li>_____</li><li>_____</li></ul>
Habitat conservation	<ul style="list-style-type: none"><li>● _____</li><li>_____</li><li>● _____</li><li>_____</li><li>_____</li></ul>	<ul style="list-style-type: none"><li>● _____</li><li>_____</li></ul>

Answers written in the margins will not be marked.

Answers written in the margins will not be marked.

**END OF TASK 5**

**Task 6: Report** (13 marks)

Write a report for the directors using information from your notes and the B1 Data File..

**Report of Visit to the Hong Kong Wetland Park**

Purpose of sending volunteers to Hong Kong

5

10

Cost incurred per person

15

20

Answers written in the margins will not be marked.

Answers written in the margins will not be marked.

Answers written in the margins will not be marked.

Advantages of home stay arrangements

25

30

Views of volunteers regarding the home stay arrangements

35

40

Answers written in the margins will not be marked.

Answers written in the margins will not be marked.

Answers written in the margins will not be marked.

**END OF TASK 6**

**Task 7: Letter of Reply** (23 marks)

Write a letter of reply to the complaint using information from the B1 Data File. Write around 250 words.

Dear Mr. Chau,

I have been informed by my boss about the behaviour of one of our  
volunteers for whom you so kindly provided accommodation last weekend.

Answers written in the margins will not be marked.

5

10

15

20

Answers written in the margins will not be marked.

Answers written in the margins will not be marked.

Answers written in the margins will not be marked.

25

30

35

40

45

50

Answers written in the margins will not be marked.

Answers written in the margins will not be marked.

**END OF TASK 7**

**END OF PART B1**

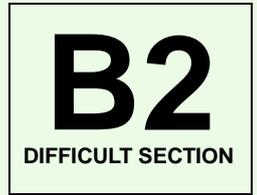
**Do not write on this page.**  
**Answers written on this page will not be marked.**

**Do not write on this page.**  
**Answers written on this page will not be marked.**



2016/17-ME  
ENG LANG

PAPER 3  
PART B2



HOK YAU CLUB  
HONG KONG MOCK EXAMINATION 2016/17

## ENGLISH LANGUAGE PAPER 3

### PART B2

### DATA FILE

#### GENERAL INSTRUCTIONS

- (1) Refer to the General Instructions on Page 1 of the Question-Answer Book for Part A.

#### INSTRUCTIONS FOR PART B2

- (1) The Question-Answer Book for Part B2 is inserted into this Data File.
- (2) For Part B, attempt **EITHER** those tasks in Part B1 (Tasks 5 – 7) **OR** those in Part B2 (Tasks 8 – 10).
- (3) You are advised to use a pen for Part B.
- (4) The Data Files will **NOT** be collected at the end of the examination. Do **NOT** write your answers in the Data Files.
- (5) Hand in only ONE Question-Answer Book for Part B, either B1 or B2, and tie it with the Question-Answer Book for Part A.

## Part B

### Situation

You are Winnie Li, the Project Coordinator of the training of volunteers for the Mainland Wetland Park. You are helping your boss, Sammy Wong, with some paperwork concerning the training programme.

Two recordings will be played. First of all, you will hear a recording of a conversation between Sarah and Andy, two of the volunteers who visited Hong Kong; and James and Katy, two of the Hong Kong volunteers. Then you will listen to another conversation between Sarah and Andy and two other volunteers who visited Hong Kong.

Before the recording is played, you will have five minutes to study the Question-Answer Book and the Data File to familiarize yourself with the situation and the tasks.

Complete the tasks by following the instructions in the Question-Answer Book and on the recording. You will find all the information you need in the Question-Answer Book, the Data File and on the recording. As you listen you can make notes on page 3 of the Data File.

You now have five minutes to familiarize yourself with the Question-Answer Book and the Data File.

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**Listening note-taking sheet for volunteers' feedback on activities engaged in**

Guided walk around wetlands

Assisting with indoor exhibits

Educational workshops

Habitat conservation

Go on to the next page 

**Listening note-taking sheet for volunteer's feedback on home stay arrangements**

Good points

Bad points

**Note from Sammy Wong to Winnie Li**

Dear Winnie,

I have three things I would like you to do. As you know I am planning to write a guide for our volunteer trainees. I would like you to assist me with a part of it. Please write a brief description of each of the activities our volunteers will take part in during their visit to Hong Kong. Stress the enjoyable side of each of the activities. You will have to mention some less enjoyable features, but when you do so suggest some methods for dealing with the problems encountered. You will find some interesting suggestions on the form that Andy Kwok kindly completed.

The second task involves the report for our directors on the visit to Hong Kong. I was planning to write it myself, but I am rather busy this week, so I would like you to do it for me. I've provided you with a list of headings that need to be covered. Remember to make your report positive as we don't want the directors to cancel the following visits. Some of the directors don't understand why it's necessary to visit Hong Kong as there are other venues here in China that could be visited instead. Please stress the fact that there is a lot to learn from Hong Kong's culture of volunteering that can't be learned here in China. The letter from the Volunteer Coordinator of the Hong Kong Wetland Park and the advertisements he attached may help you. You also need to stress the advantages of the home stay arrangement. There were a number of negative comments about it, but we need to pursue it as it is the cheaper option. Andy Kwok makes an interesting comment about this on his suggestion form.

The third task will only be relevant if you succeed in the second one. Next year we are hoping to take a small party to the Wetlands in Singapore during the Labour Day holiday in May. Obviously this will be far more costly than the Hong Kong trip so it needs to be well justified. I need you to write a proposal including justification for the trip; a breakdown of the expected costs; and suggestions on how we might raise the necessary money. Also include our choice of participants – I don't want any names, just the type of people who would benefit most from the trip. You should find the information you need in the transcript of a telephone conversation I recently had with Billy Ko from Hong Kong and the feedback sheet from the Hong Kong volunteers.

Sorry to give you so much to do.

Sammy

Go on to the next page 

## *Suggestion Form*

If you have any suggestions on how to improve the volunteer activities, we would be happy to consider them. Please fill in the form below:

**Name:** Andy Kwok

**Suggestions:**

As there were some negative remarks about the discomfort suffered during the outdoor activities, it might be useful if the volunteers were issued appropriate clothing to protect them from intense heat and rain. The provision of mosquito repellent would also be useful, with volunteers being told to carry it at all times.

The indoor galleries were a little stuffy. It would be better if the time spent in the indoor galleries were limited to an hour at any one time.

Controlling large groups of children was a challenge. The educational workshops might be easier and more enjoyable if the number of children in each group was limited to 6.

There were other complaints made about some of the activities, but truthfully they were not worth mentioning. There is nothing you can do about the fact that people take photos with flash, other than continue to tell them not to; and as for the fact that habitat conservation is a dirty activity – well yes, it is, but there's really nothing that can be done to alter that.

**Other comments:**

Some negative remarks were made about the home stay arrangement. It is true that Hong Kong homes are smaller than those in the mainland, but it was an interesting cultural experience and helped us all to appreciate our living environment here in mainland China.

Letter from the Volunteer Coordinator of the Hong Kong Wetland Park

Hong Kong Wetland Park

TIN SHUI WAI

Hong Kong

February 1<sup>st</sup>, 2016

Dear Mr. Wong,

Members of the staff at the Wetland Park in Hong Kong, together with our group of volunteers, are very much looking forward to the visit from your party of trainee volunteers. We are so glad you decided to avail yourself of the opportunity to train with us. I am sure you will not regret it. We have a very successful volunteer programme here, and have recently enjoyed an exchange programme with a group of students from Singapore which was a great success.

I have a few suggestions to make regarding your travel arrangements and your stay in Hong Kong. You mentioned that you were thinking of hiring a bus to transport your party. You might actually find that public transport is in fact cheaper. I know that a direct bus from your city to Sheung Shui is not expensive. From Sheung Shui you can take the 902 bus to Tin Shui Wai which only costs \$8. When you get off the bus you can then take the LRT train to the Wetland Park, which costs \$4.

I have enclosed an advertisement from one of our local hotels, but I am sure you will agree it is rather expensive. There are of course cheaper hotels, but none of them are particularly close to the Wetland Park. I therefore suggest that you consider housing your volunteers with families in Tin Shui Wai. The volunteers would be able to have their meals with the family as well, thus saving more money. The homes would all be in Tin Shui Wai and your volunteers would only need to catch the LRT each day - a total of 4 trips there and back - to get to the Wetland Park. The home stay arrangement would seem to be a cheaper and more convenient option. We would suggest a small contribution of \$300 to each family to help meet their expenses. Please let me know if you would like me to arrange this for you.

If you have any queries about the training programme, please don't hesitate to contact me.

Yours truly,

*Billy Ko*

Billy Ko

Volunteer Coordinator

Go on to the next page 

Advertisement for direct bus to Hong Kong

## *Direct Bus to Hong Kong*

Departs from Oriental Hotel hourly from 7 am to 6 pm

Drop-off points: Sheung Shui  
Shatin  
Kowloon  
Hong Kong Island

Price – HK\$60 (one way)

Express bus to Hong Kong Airport – HK\$100

Advertisement from a local hotel

## *Tin Shui Wai Hotel* *(close to Hong Kong Wetland Park)* *Special Spring Packages*

*March 1st – May 31st*

*Monday – Thursday: \$750 per room per night\**

*Friday – Sunday: \$650 per room per night\**

*\*This price does not include meals.*

## Feedback Sheet

We are happy to provide the following feedback on the visiting volunteers we worked with.

**Andy Kwok:** A positive and enthusiastic person with an outgoing personality. Happy to be of assistance to the visitors to the Wetland Park. Andy should really be an asset to the volunteer programme.

**Sarah Li:** Although undoubtedly an intelligent young lady, Sarah didn't adjust into the spirit of volunteering. She used the opportunities presented to her to expand her own knowledge but made no effort to be of any real assistance to our visitors.

**Jenny Cheung:** Very friendly and outgoing. Eager to learn new things. Has a high level of English competency which proved useful with some of the non-Chinese visitors.

**Amy Ho:** A bit shy. Found approaching people to offer help a little difficult, but was very eager to help when people approached her. With a bit of encouragement she should make a good volunteer.

**Transcript of telephone conversation between Sammy Wong and Billy Ko**

- Sammy:** Hi Billy. Thanks again for looking after our volunteers, and sorry about Michael.
- Billy:** That's ok. It was a shame about Michael as he was actually a good volunteer. Very similar to Andy Kwok in many ways.
- Sammy:** Yes, I noticed from the feedback form that Andy did well.
- Billy:** He was excellent. In fact, I really think he would enjoy a trip to the Wetlands in Singapore.
- Sammy:** I'm sure he would, but I can't see our directors being willing to finance a trip to Singapore.
- Billy:** You've just got to sell it to them Sammy. Sungei Buloh Wetland Reserve would be an amazing experience for Andy. Our Wetland Park is good, but Sungei Buloh is bigger – it has 87 hectares compared to our 61. Also it's not a man-made reserve.
- Sammy:** What difference does that make?
- Billy:** You'd have to go there to know what I mean, but when you're there you just feel like you're at one with nature. And that's just the sort of feeling we want to engender in our volunteers, wouldn't you agree?
- Sammy:** I agree with you, but it's the cost. You know eventually we will be sending all our volunteers to Hong Kong. We can't afford to send them all to Singapore too.
- Billy:** No, no. I didn't mean for you to send them all. Maybe about 20. You need people like Andy Kwok. Oh and Jenny Cheung would be another good person to take. She has very good English and another advantage of the Singapore Wetlands is that they run their guided tours in English. I know you were hoping to do that yourself – we don't do much in English here, unfortunately.
- Sammy:** So how much money do you think it will cost per person?
- Billy:** Well, like here you can take advantage of a home stay programme. As it's not worth going for any less than a week, I would recommend a contribution of around HK\$800, or the equivalent in RMB. Your major expense will be the airfare. The price list for next year isn't out yet, but there are often some cheap deals to Singapore – we got our flights for around HK\$1,500. Of course if you need to go in one of your Golden Weeks you can expect to pay around \$3,500. And then there's the cost of getting to Hong Kong airport. It's cheaper to fly from Hong Kong.
- Sammy:** I don't know if we can afford that.
- Billy:** Why not suggest a bit of fundraising? You could place some contribution boxes near the information desk at your Wetland Park.
- Sammy:** I don't know if that would work, but we were planning to have a concert soon, maybe we could use it to raise some money.
- Billy:** Excellent idea. What you could really do with is a corporate sponsor, you know, a big company to give you some money.
- Sammy:** Well, that would be good. Do you have any suggestions?
- Billy:** The HSBC is a backer of Sungei Buloh, they might consider it.
- Sammy:** Well, I'll try. I'll let you know how I get on.

**THIS IS THE LAST PAGE OF THE PART B2 DATA FILE**

Sources of materials used in this paper will be acknowledged in the *Question Papers and Examination Report* published by Hok Yau Club at a later stage.



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**HKME 2016/17  
ENGLISH LANGUAGE  
PAPER 3 PART B2  
Question-Answer Book**



**Task 8: Brief Description (18 marks)**

Write a brief description of each of the volunteer activities as part of a guide for trainee volunteers using information from the B2 Data File and your notes. Write around 200 words.

Guided walk around wetlands

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Assisting with indoor exhibits

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Educational workshops

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Habitat conservation

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**END OF TASK 8**

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**Task 9: Report (19 marks)**

Complete the report for the directors using information from the B2 Data File. Write around 200 words.

**Report of Visiting to the Hong Kong Wetland Park**

**Purpose of sending volunteers to Hong Kong**

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**Cost incurred per person**

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Advantages of home stay arrangements

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Views of volunteers regarding the home stay arrangements

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**END OF TASK 9**

**Task 10: Proposal** (24 marks)

Write a proposal to present to the directors regarding a trip to Singapore using information from B2 Data File and the instructions from your boss. Write around 200 words.

**Proposal to take a trip to Singapore**

**Justification for the trip**

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**Selection of volunteers to take part in the trip**

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**Expenses per person**

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**Suggestions for raising money needed**

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**END OF TASK 10**

**END OF PART B2**

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